



ATTACHMENTS

ITEM 4 CONFIRMATION OF MINUTES

- Item 4 Attachment 1

ITEM 7 CORRESPONDENCE

- Item 7.1 Attachment 2

ITEM 8 PLANNING PERMIT REPORTS

- Item 8.1 Attachment 3
- Item 8.2 Attachment 4

ITEM 9 REPORTS REQUIRING A DECISION

- Item 9.1 Attachment 5
- Item 9.2 Attachment 6
- Item 9.4 Attachment 7
- Item 9.5 Attachment 8
- Item 9.6 Attachment 9
- Item 9.7 Attachment 10
- Item 9.7 Attachment 11
- Item 9.10 Attachment 12
- Item 9.10 Attachment 13
- Item 9.10 Attachment 14

ITEM 10 COUNCIL COMMITTEES

- Item 10.1 Attachment 15
- Item 10.2 Attachment 16

ITEM 11 LATE REPORTS

- Item 11.1 Attachment 22
- Item 11.2 Attachment 23
- Item 11.2 Attachment 24



**MINUTES OF THE COUNCIL MEETING OF THE HINDMARSH SHIRE COUNCIL
HELD 3 FEBRUARY 2021 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. Declaration of Interests

4. Confirmation of Minutes

5. Public Question and Submission Time

6. Correspondence

7. Planning Permit Reports

7.1 VicSmart Report and Planning Applications Approved Under CEO Delegation

8. Reports Requiring a Decision

8.1 Community Engagement Policy

8.2 Councillor Code of Conduct

8.3 COVID-19 Recovery Strategy

8.4 Crown Land Committee of Management

8.5 Community Sports Infrastructure Stimulus Program Grant Application (Round 2)

8.6 Council Submission to the Building Better Regions Fund

9. Council Committees

10. Late Reports

11. Other Business

12. Confidential Matters

12.1 Youth Council Vacant Positions

13. Meeting Closed

Present:

Crs R Ismay, M Albrecht, R Gersch, D Nelson, B Ireland, W Bywaters.

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), Mr Jeff Woodward (Tourism and Economic Development Officer), Ms Helen Thomson (Manager Governance and Human Services).

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

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

2. APOLOGIES

No apologies.

3. DECLARATION BY COUNCILLORS OR OFFICERS OF ANY MATERIAL OR GENERAL INTEREST IN ANY ITEM ON THE AGENDA.

- Material; or
- General.

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

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on Wednesday 16 December 2020 at the Nhill Memorial Community Centre as circulated to Councillors be taken as read and confirmed.

MOVED: CRS W Bywaters/B Ireland

That the Minutes of the Ordinary Council Meeting held on Wednesday 16 December 2020 at the Nhill Memorial Community Centre as circulated to Councillors be taken as read and confirmed.

CARRIED

Attachment Number: 1

5. PUBLIC QUESTION AND SUBMISSION TIME

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

No public questions or submissions.

6. CORRESPONDENCE

6.1 GENERAL CORRESPONDENCE

Responsible Officer: Chief Executive Officer
Attachment Number: 2

Introduction:

The following correspondence is tabled for noting by Council.

Inwards:

- 14/12/2020 – Letter from The Hon Shaun Leane MP regarding 2020-21 Public Libraries Funding Program
- 18/12/2020 – Letter of Congratulations to Mayor from Stuart Grimley MP
- 20/01/2021 – Letter from Victorian Farmers Federation regarding Hindmarsh Shire Council Plan and Rating Strategy

Outwards:

- 21/12/2020 – Letter of Congratulations to Eliza Creek
- 21/12/2020 – Letter of Congratulations to Kaye Webb
- 21/12/2020 – Letter of Congratulations to Lyn Coughlan

RECOMMENDATION:

That Council notes the attached correspondence.

MOVED: CRS M Albrecht/D Nelson

That Council notes the attached correspondence.

CARRIED

Attachment Number: 2

7. PLANNING PERMITS

7.1 VICSMART REPORT AND PLANNING APPLICATIONS APPROVED UNDER CEO DELEGATION

Responsible Officer: Director Infrastructure Services

Introduction:

This report is presented to Council to inform Council, and provide an update on VicSmart permits processed by Council for the period 01 July 2020 to 31 December 2020.

This report also lists the Planning Applications approved under delegation by the CEO for the same period.

Discussion:

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

Key features of VicSmart include:-

- A 10 business day permit process
- Applications are not advertised
- Information to be submitted with applications and what Council can consider is pre-set
- The CEO or his delegate decides the application.

The table below lists the VicSmart permits that have been approved within this period.

| Permit No. | Address | Proposal | Date Lodged | Date Approved | Statutory Days | Comments |
|-------------------|----------------------|--|--------------------|----------------------|-----------------------|-----------------|
| VS1686-2020 | 152 Albacutya Rd Rbw | Buildings and Works – Rural Store (Hay Shed) – Proposed floor area >100m2 | 15/12/20 | 23/12/2020 | 6 | N/A |
| VS1691-2020 | 51 Lloyd St Dimboola | B&W associated with Section 2 Use in the GRZ – Shed, Gazebo and Shade Structures | 01/12/20 | 08/12/20 | 5 | N/A |

In addition, the following Planning Permit Applications were approved under delegation by the Chief Executive Officer.

| Permit No. | Address | Proposal | Date Lodged | Date Approved | Statutory Days | Comments |
|-------------|----------------------------------|---|-------------|---------------|----------------|----------|
| PA1667-2020 | 20 Campbell St Nhill | Construction of garage / carport | 30/06/2020 | 03/07/2020 | 44 | N/A |
| PA1669-2020 | CA34, Parish Werrap, Lush Rd Rbw | B&W - Construction of hay shed in LSIO | 01/06/2020 | 16/07/2020 | 10 | N/A |
| PA1670-2020 | 49 Federal St Rbw | Demolition, Place of Assembly (Library, Customer Service Centre) & reduce car parking to zero | 10/08/2020 | 13/10/2020 | 36 | N/A |
| PA1683-2020 | 48 Victoria St Dimboola | Change of Use, to allow for Accommodation in the Commercial 1 Zone | 24/09/2020 | 27/10/2020 | 19 | N/A |
| PA1616-2019 | 101 Lloyd St Dimboola | Application to Amend PP for Use as a Place of Assembly to include the demolition of existing amenities block, construction of a new amenities block and landscaping | 17/09/2020 | 28/10/2020 | 11 | N/A |
| PA1672-2020 | 145 Lloyd St Dimboola | B&W - Construction of storage shed in LSIO | 27/10/20 | 05/11/20 | 9 | N/A |
| PA1688-2020 | 81 Wimmera St Dimboola | Installation of inground swimming pool in the ESO6 | 04/11/20 | 05/11/20 | 1 | N/A |
| PA1687-2020 | 21 Moulder St Dimboola | B&W - Construction of storage shed in LSIO | 18/11/20 | 04/12/20 | 16 | N/A |

Options

N/A

Link to Council Plan:

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

Fees associated with planning permit applications and amendments are set by the State in accordance with the Planning and Environment (Fees) Regulations 2016. These fees are currently being applied to all applications received by Council.

Risk Management Implications:

Risk is managed appropriately by adhering to the VicSmart process.

Conflict of Interest:

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

Author – Janette Fritsch, Manager Development

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

Officer Responsible – Angela Hoy, Director Infrastructure Services

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

Communications Strategy:

Nil

Next Steps:

Next Report to be provided April 2021.

RECOMMENDATION:

That Council notes:

- ***The VicSmart permits issued; and***
- ***The Planning Applications approved under delegation by the Chief Executive Officer as listed above, for the period 01 July 2020 to 31 December 2020.***

MOVED: CRS R Gersch/D Nelson

That Council notes:

- ***The VicSmart permits issued; and***
- ***The Planning Applications approved under delegation by the Chief Executive Officer as listed above, for the period 01 July 2020 to 31 December 2020.***

CARRIED

8. REPORTS REQUIRING A DECISION

8.1 COMMUNITY ENGAGEMENT POLICY

Responsible Officer: Director Corporate and Community Services

Attachment Number: 3

Introduction:

This report seeks Council adoption of the Community Engagement Policy in accordance with the *Local Government Act 2020*.

Discussion:

Council Officers have prepared a Community Engagement Policy in accordance with the *Local Government Act 2020*. The draft Community Engagement Policy was presented to Council on 16 December 2020 with the recommendation being that the draft policy would be made available for community consultation. The draft policy was available on Council's website along with a 'Have Your Say' form. The consultation process was promoted on Facebook and through advertisements in local newspapers.

Section 55 of the *Local Government Act 2020 (Act)* requires Council to adopt and maintain a Community Engagement policy. The Policy must:

- be developed in consultation with the community; and
- give effect to the community engagement principles; and
- be capable of being applied to the making of Council's local laws; and
- be capable of being applied in relation to the Council's budget and policy development; and
- describe the type and form of community engagement proposed, having regard to the significance and complexity of the matter and the level of resourcing required; and
- specify a process for information the municipal community of the outcome of the community engagement; and
- include deliberative engagement practices which can be applied to the development of the Community Vision, Council Plan, Financial Plan and Asset Plan; and
- include any other matters prescribed by the regulations.

Council officers have developed the Communication Policy in line with the requirements of section 55 of the Act and in accordance with the community engagement principles contained in the Act.

Be developed in consultation with the municipal community

Council made the draft Community Engagement Policy available to the community for comment and submissions from 17 December 2020 until 20 January 2021. The following comments/submissions were made:

Submission made by anonymous citizen, Nhill:

"Length of engagement periods need to be longer than just the standard 30 days especially when a document is open for feedback over holidays/christmas period such as this one as it is just good practice and not just tokenistic engagement. (As per the lap2 recommendations)

Council is good at informing the community but needs to operate in the other areas of engagement such as consulting, involving, collaborating and empowering, continually the community is told what council is doing and not part of the decision-making process and council is merely consulting them once the decision is made to Tick the box. Information needs to be added on how they will engage with ESL and people who have

disabilities, and diverse literacy levels,

Council can't expect community groups driven by volunteers to respond to requests in a short timeframe especially when they can't have meetings to make decisions. Council has to fit in with the community meeting dates cycle and this has to be taken into account when planning the engagement schedule."

Officer Response to anonymous citizen, Nhill

Council will endeavor to ensure that the length of the engagement period is as long as time permits. The draft Community Engagement Policy was made available for public viewing for a period of 34 days, from the day after the draft Policy was endorsed and until two days before the Council report was due, to give officers an opportunity to complete the Council report. Council is often required to follow timeframes that are set by external bodies which also needs to be taken into consideration when setting engagement periods. For example, the Community Engagement Policy has to be adopted by 1 March 2021 and therefore adoption is required at the Council meeting on 3 February.

When planning for community engagement, the policy requires that "barriers to participation [in the community engagement] need to be removed", this include language and literacy barriers and any barriers that relate to people with disabilities. The policy also requires that when designing an appropriate community engagement process, Council must facilitate "inclusive and accessible communications" for those involved.

Council will work in with relevant community groups when planning engagement that pertains to that particular committee.

Suggestions made by Councillor Bywaters, East Ward

"One suggestion would be for No 7 "inform the community of the outcomes of the engagement ...to include publishing the outcome in the monthly newsletter"

Officer Response to Councillor Bywaters

Councillor Bywaters suggestion to publish outcomes of community engagement in the Council newsletter has been included in Step 7 – inform the community of the outcomes of the engagement. The newsletter can be printed for anyone who requests a hardcopy, otherwise the newsletter is available on Council's website for members of the community to access.

The monthly cinema flyer will also include an information page on the back. Outcomes of community engagement can also be included in on the information page.

Suggestions made by Councillor Albrecht, West Ward

"The policy seems to be missing references to consumer representation on working groups. These may be capital projects or other specific projects.

An example was not having a consumer rep on the working group, which then forwarded

a recommendation to Council about the Jeparit Bridge. Stakeholder reps are considered to be different from consumer reps for the purposes of engagement.”

Officer Response to Councillor Albrecht

Part 8 of the Policy requires that Council “identify the stakeholders who are affected by, interested in, or who can influence or inform the decision [subject to consultation]”. Council officers have amended this slightly to read as follows: “identify the stakeholders, *including community members where appropriate*, who are affected by, interested in, or who can influence or inform the decision” to make it clear that stakeholders who are affected by the decision are required to be involved in the community engagement.

Giving effect to the community engagement principles

The Community Engagement Policy gives effect to the Community Engagement Principles in the following way:

Principle 1 – a community engagement process must have clearly defined objective and scope

The Policy contains a Community Engagement Plan template which must be used when planning community engagement. The template requires that the officer must set the objective and scope of the engagement when developing a Community Engagement Plan.

Principle 2 – participants in community engagement must have access to objective, relevant and timely information to inform their participation

In Step 8 of the community engagement, implementation and evaluation process, Council officers are required to ensure that those involved in the community engagement have access to relevant information that will inform their participation in the community engagement process.

Principle 3 – participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement.

Clause 8 of the Policy requires Council to consider stakeholder and community interest. This will in turn inform the persons and groups that Council will engage with. The Community Engagement Plan also requires Council to identify the key stakeholders in an issue to ensure that Council is engaging with the relevant people.

Principle 4 – participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement.

Council will ensure that participants involved in community engagement will be provided with relevant and timely information to inform their participation in the community

engagement.

Principle 5 – *participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.*

The Community Engagement Plan template requires Council officers to turn their mind to the level of influence the engagement with the community will have on the decision being made. This will be communicated to those involved in the community engagement to ensure that their expectations are managed appropriately.

Be capable of being applied to the making of Council's local laws and be capable of being applied in relation to Council's budget and policy development

The Community Engagement Policy can be applied to the development of local laws and the development of Council policies and budgets. Clause 16 of the Community Engagement Policy provides a community engagement guide for Council to follow and includes reference to how Council will engage to the community with respect to the making of Local Laws, budgets and policies.

Describe the type and form of community engagement proposed, having regard to the significance and complexity of the matter and the level of resourcing required; and specify a process for informing the municipal community of the outcome of the community engagement

The Community Engagement Policy sets out the types of community engagement that are available to Council and how Council will assess which community engagement type will be used for different matters and situations. The Community Engagement Policy also sets out a Community Engagement Plan template which will be used to ascertain the appropriate level of Community Engagement for different Council projects.

The Community Engagement Policy also includes how Council will communicate the outcome of community engagement processes.

Include deliberative engagement practices which must include and address any matters prescribed by the regulations for the purposes of this paragraph and be capable of being applied to the development of the Community Vision, Council Plan, Financial Plan and Asset Plan

Clause 5 of the Community Engagement Policy provides for deliberative engagement practices that Council will use when developing strategic plans and documents that require deliberative engagement. Those practices include:

- Working with advisory groups;
- Proposals and ideas are discussed by a panel of community members;
- Participants are asked to consider and prioritise ideas;
- A representative group participates in a series of sessions of information

exchange in order to reach consensus.

Options:

1. Council can approve that the Community Engagement Policy.
2. Council can amend the Community Engagement Policy and then approve the Community Engagement Policy.

Link to Council Plan:

- 1.1 an active engaged community.

Financial Implications:

Nil.

Risk Management Implications:

Ensuring that we engage with the community in the development of the Community Engagement Policy will enable Council to mitigate the risk of the community not being satisfied with the way that Council conducts community engagement.

Conflict of Interest:

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

Officer Responsible – Monica Revell, Director Corporate and 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 officers will upload the Community Engagement Policy on Council's website and circulate the Community Engagement Policy to all relevant Council Officers.

Next Steps:

Council Officers will make the adopted Community Engagement Policy available on the Council website. Council staff will be provided with a copy of the adopted policy and the Community Engagement process that is to be followed.

RECOMMENDATION:

That Council adopts the Community Engagement Policy.

MOVED: CRS W Bywaters/M Albrecht

That Council adopts the Community Engagement Policy.

CARRIED

Attachment Number: 3

8.2 COUNCILLOR CODE OF CONDUCT

Responsible Officer: Director Corporate and Community Services

Attachment Number: 4

Introduction:

This report seeks Council adoption of the Councillor Code of Conduct in accordance with the *Local Government Act 2020*.

Discussion:

Council Officers have prepared the Hindmarsh Shire Council Councillor Code of Conduct (**Code of Conduct**) in accordance with the *Local Government Act 2020 (Act)*. The Code of Conduct is required to be adopted by Council within four months of the general election.

Section 139 of the Act requires Council to develop and adopt a Councillor Code of Conduct, which:

- must include the standards of conduct (as prescribed by the *Local Government (Governance and Integrity) Regulations 2020 (Regulations)*) expected to be observed by Councillors; and
- must include any provisions prescribed by the Regulations for the purpose of this section; and
- must include provisions addressing any matters prescribed by the Regulations for the purpose of this section; and
- may include any other matters which the Council considers appropriate, other than any other standards of conduct.

Council officers have developed the Councillor Code of Conduct in line with the requirements of section 139 of the Act, the overarching governance principles and in accordance with the Regulations. Council Officers also sought legal advice to ensure that the policy was compliant with the new requirements of the legislation.

Overarching Governance Principles

The Councillor Code of Conduct with references the following overarching governance principles as follows.

Council decisions are to be made and actions taken in accordance with the relevant law

Adopting the Code of Conduct will ensure that Council is compliant with the Act and its requirement to have an adopted Code of Conduct in place within four months of the general election. Council Officers have also sought legal advice to ensure that the Code of Conduct is compliant with the Act.

Priority is to be given to achieving the best outcomes for the municipal community, including future generations

One of the key purposes of the Code of Conduct is to mandate Councillor conduct to build public confidence in the integrity of local government. Building public confidence in the integrity of local government will stem from Councillors complying with the Code of Conduct and the standards of conduct prescribed by the regulations.

Options:

1. Council can approve that the Councillor Code of Conduct.
2. Council can amend the Councillor Code of Conduct and then approve the Councillor Code of Conduct.

Link to Council Plan:

- 4.6 an organisation that takes its risk management responsibilities seriously and embeds a culture of risk management.

Financial Implications:

Nil.

Risk Management Implications:

Establishing a Councillor Code of Conduct will aid Council in managing risks posed by inappropriate Councillor behaviour by setting clear behavioral guidelines and expectations.

Conflict of Interest:

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

Officer Responsible – Monica Revell, Director Corporate and 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 officers will upload the Code of Conduct to the Councillors' Sharepoint page and upload the Code of Conduct to the Hindmarsh Shire Council Website.

Next Steps:

Council officers will upload the Code of Conduct to the Councillor's Sharepoint page and upload the Code of Conduct to the Hindmarsh Shire Council Website.

RECOMMENDATION:

That Council adopts the Councillor Code of Conduct.

MOVED: CRS B Ireland/M Albrecht

That Council adopts the Councillor Code of Conduct.

CARRIED

Attachment Number: 4

8.3 COVID-19 RECOVERY STRATEGY

Responsible Officer: Director Corporate and Community Services

Attachment Number: 5

Introduction:

This report seeks Council endorsement of the Hindmarsh Shire COVID-19 Recovery Strategy.

Discussion:

On 14 March 2020 the State Government declared a State of Emergency as a result of the COVID-19 pandemic.

The pandemic has impacted our community in a number of ways economically and socially. In response to the pandemic Hindmarsh Shire Council has developed a recovery strategy to support the local community and staff.

To assist with the development of the strategy a COVID-19 Community Revitalisation Reference Group was formed consisting of members from Hindmarsh Community, Hindmarsh Shire Council staff, representatives from the Department of Health and Human Services (Emergency Management division) and West Wimmera Health Services.

To inform the strategy the reference group sought information from the community in the form of a COVID-19 impacts survey. The survey contained a broad range of questions in order to gain an understanding from all age groups within the Shire the impacts of the COVID-19 pandemic.

Council received 91 survey responses from the COVID-19 impacts survey which sought community feedback from 14 August 2020 to 25 September 2020.

The strategy is aligned with the Hindmarsh Shire Council Plan 2017-2021 and follows the Key Results Areas (KRA):

- Community Liveability
- Built and Natural Environment
- Competitive and Innovative Economy
- Out People, Our Processes.

The draft strategy was presented to the Municipal Emergency Management Planning Committee (MEMPC) on Thursday 17 December 2020 for feedback.

The COVID-19 Revitalisation Reference Group resolved on 22 December 2020 to recommend to Council that the Recovery Strategy be adopted.

The strategy will updated throughout the pandemic where required to ensure the document remains relevant to the Hindmarsh community.

Options:

1. Council can endorse that the Hindmarsh Shire COVID-19 Recovery Strategy.
2. Council can refer the Hindmarsh Shire COVID-19 Recovery Strategy back to the committee for further discussion.

Link to Council Plan:

| | |
|--------------------------|--|
| Strategic Objective 1.1: | An active engaged community. |
| Strategic Objective 1.2: | A range of effective and accessible services to support the health and wellbeing of our community. |
| Strategic Objective 4.5: | Support for the community in the areas of emergency preparedness, response and recovery. |

Financial Implications:

An allocation of \$30,000 is included in the 2020/2021 Council budget to assist fund opportunities and initiatives contained within the Strategy.

Risk Management Implications:

Risk management implications will be managed during each stage of the recovery process.

Conflict of Interest:

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

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

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

Communications Strategy:

Initiatives will be communicated with the community through newspaper advertisements, Facebook and through Council's newsletter.

RECOMMENDATION:

That Council endorses the Hindmarsh Shire Council COVID-19 Recovery Strategy.

MOVED: CRS D Nelson/R Gersch

That Council endorses the Hindmarsh Shire Council COVID-19 Recovery Strategy.

CARRIED

Attachment Number: 5

8.4 CROWN LAND COMMITTEE OF MANAGEMENT

Responsible Officer: Director Corporate and Community Services

Introduction:

This report seeks support to enter into an agreement appointing Council as the Committee of Management with the Department of Land Water and Planning (DELWP) for Crown Parcel 2028\PP5595 (P392975), Station Street Nhill, utilised by Nhill Tennis Club and Crown Parcels 10~B\PP5664 (P006233) and 9~B\PP5664 (P006232), Rainbow Rises Road Rainbow, utilised by the Rainbow Desert Enduro.

Discussion:

Crown Parcel 2028\PP595 (P392975), Station Street Nhill

Council has been approached by DELWP to enter into a Committee of Management agreement directly with DELWP. The below map highlights the parcel. The parcel is located opposite Council's Nhill Depot, and Council currently own the neighbouring land on the corner of Whitehead Avenue and Station Street.



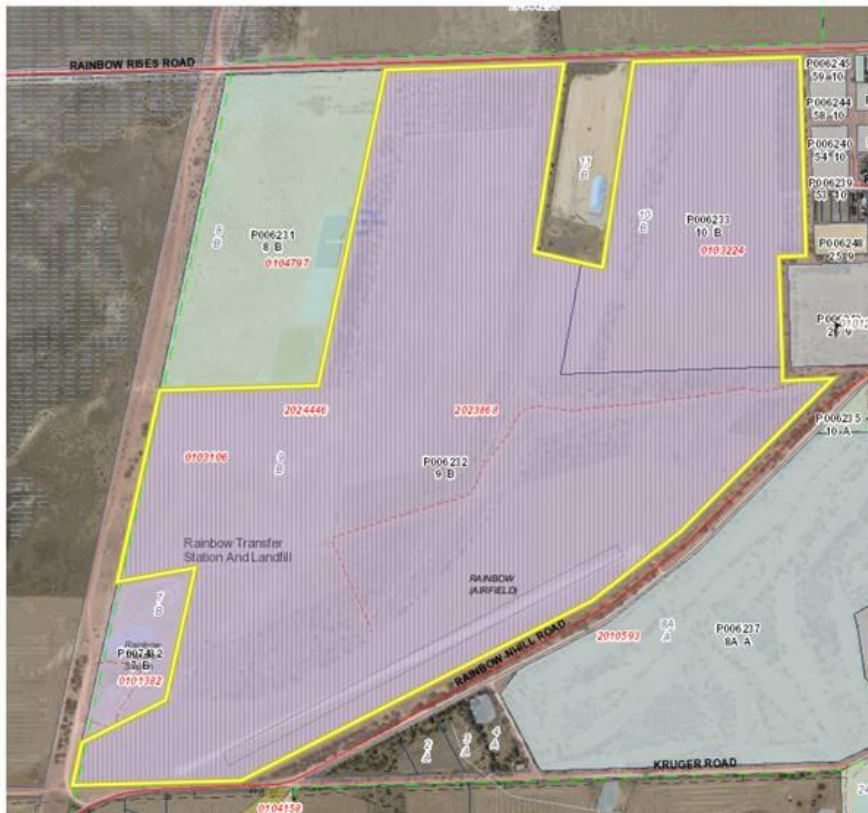
The Station Street Nhill parcel is currently unreserved and is under a direct lease between the Nhill Lawn Tennis Club Inc. and DELWP. The tennis club pay annual rental fees to DELWP for the site, Council would enter into an agreement with Nhill Lawn Tennis Club Inc for use and maintenance of the site.

At the Council meeting on 16 December 2020 Council resolved to allocate funds from the Local Roads and Community Infrastructure Fund to the Nhill Tennis Club Sporting Facilities. Direct management will allow Council to undertake the installation of new club rooms without the need for approval from DELWP. It will also allow Council to retain ownership of the building and undertake future development of the site for a multipurpose space if determined necessary.

DELWP have advised that it is likely to take between six to twelve months for the Committee of Management appointment process to be completed. DELWP have indicated they would be willing to licence the Nhill site to Council at no fee until the Committee of Management process was completed to enable works on the Tennis Clubrooms to commence.

Crown Parcels 10~BPP5664 (P006233) and 9~BPP5664 (P006232), Rainbow Rises Road Rainbow

Council has been approached by the Rainbow Off Road Racing Committee to enter into a Committee of Management agreement directly with DELWP for the Rainbow Rises site. The below map highlights both parcels.



The Rainbow Rises parcels currently have an appointed community member Committee of Management.

The Committee and VORRA have applied for funding to develop the site, and for the grant application to receive funding the parcel of land needs to be managed by Council. Neither DELWP nor the current COM are willing to facilitate the proposed motor sport development of the site. New land ownership or Crown land management responsibilities are required in order for the motor sport park concept to be progressed. This land is currently reserved as timber plantation and water supply. This reservation will require a change, which will be undertaken by DELWP to Public Purposes to allow for intensified motorsport use and infrastructure.

Council has been supportive of the Rainbow Desert Enduro since the initial event, and for the event to continue and grow infrastructure is required to be built at the Rainbow Rises site.

Council should be aware that the combined parcels are large (9~B\PP5664 approximately 121 hectares and 10~B\PP5664 approximately 30 hectares). Should Council resolve to enter into an agreement for Committee of Management for both parcels then Council would be taking on the responsibility of the Rainbow Airfield, along with all surrounding land.

The below map provides the area of interest in order for development (and future events) by the Rainbow Off Road Racing Committee. It may be possible for Council to negotiate to subdivide the larger parcel removing the airfield so responsibility remains with

DELWP.



Options:

1. Council can enter into a Committee of Management agreement with DELWP for Crown Parcel 2028\PP595 (P392975), Station Street Nhill and authorise the CEO to enter into an agreement with the Nhill Tennis Club.
2. Council can enter into a Committee of Management agreement with DELWP for Crown Parcels 10~B\PP5664 (P006233) and 9~B\PP5664 (P006232), Rainbow Rises Road Rainbow and authorise the CEO to negotiate to subdivide the parcel so the airfield remains DELWP responsibility, and enter into an agreement with the Rainbow Off Road Racing Committee.
3. Council can choose not to enter into a Committee of Management agreement for either site.

Link to Council Plan:

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

Financial Implications:

Council would recoup expenses in relation to both sites through user agreements; this would include utility and insurance costs.

Risk Management Implications:

There is risk to Council taking direct management of both parcels at the Rainbow Rises site which includes the Rainbow Airfield. All risks associated with the smaller parcel and Nhill Tennis Club site would be managed.

Conflict of Interest:

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

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

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

Communications Strategy:

Council will notify DELWP and the user groups of its intention in relation to both parcels.

RECOMMENDATION:

That Council

- 1. Enter into a Committee of Management agreement with DELWP for Crown Parcel 2028\PP595 (P392975), Station Street Nhill.***
- 2. Authorises the CEO to prepare a user agreement with Nhill Tennis Club.***
- 3. Subject to the ability to subdivide the parcel so that the airfield remains DELWP responsibility, enters into a Committee of Management agreement with DELWP for Crown Parcels 10~B\PP5664 (P006233) and 9~B\PP5664 (P006232), Rainbow Rises Road Rainbow.***
- 4. Requests the CEO to establish a community asset committee to manage these parcels of land.***

MOVED: CRS R Gersch/B Ireland

That Council

- 1. Enter into a Committee of Management agreement with DELWP for Crown Parcel 2028\PP595 (P392975), Station Street Nhill.***
- 2. Authorises the CEO to prepare a user agreement with Nhill Tennis Club.***
- 3. Subject to the ability to subdivide the parcel so that the airfield remains DELWP responsibility, enters into a Committee of Management agreement with DELWP for Crown Parcels 10~B\PP5664 (P006233) and 9~B\PP5664 (P006232), Rainbow Rises Road Rainbow.***

4. *Requests the CEO to establish a community asset committee to manage these parcels of land.*

CARRIED

8.5 COMMUNITY SPORTS INFRASTRUCTURE STIMULUS PROGRAM GRANT APPLICATION (ROUND 2)

Responsible Officer: Director Corporate and Community Services

Introduction:

This report recommends that Council submit an application to the Sport and Recreation Victoria's, Community Sports Infrastructure Stimulus Program round 2 for the upgrade of infrastructure at Davis Park, Nhill.

Discussion:

Council has been invited to resubmit its application for funding for the Davis Park Infrastructure Redevelopment through round 2 of the Community Sports Infrastructure Stimulus Program which closes on 2 March 2021. Council's round 1 application for \$3.531m to upgrade Davis Park was unsuccessful.

Only invited applications are eligible for round 2 and conditions of the resubmission are that both the scope of works and funding amount sought remain as per the Round 1 application.

Minimum grant applications of \$1,000,000 are available with funding ratios for co-contributions being 10%.

Over many years' infrastructure upgrades to Davis Park have been discussed. With demolition of the Davis Park Grand stand in 2019 upgrades to Davis Park are needed.

An application to Sport and Recreation's Community Sports Infrastructure Stimulus Program (round 2) will allow for significant upgrades to infrastructure at Davis Park.

At the Council meeting held on 18 December 2019 it was noted that the club requested the redevelopment of Davis Park be prioritised for future funding.

Following discussions held with the mayor, council officers, and representatives of the Nhill and District Sporting Club on Wednesday 10 June 2020, the sporting club have indicated infrastructure upgrades are a high priority, and the opportunity for a new project was supported.

The Nhill and District Sporting Club committee met on Tuesday 16 June 2020 and have provided confirmation of a commitment towards the Davis Park redevelopment and

financial contribution of a minimum of \$50,000 towards the project.

The application through the Community Sports Infrastructure Stimulus Program (round 2) will include upgrades to the facilities at Davis Park to facilitate increased participation in sports with AFL and Netball Victoria compliant change rooms.

Upgrading the infrastructure at Davis Park will provide opportunities for further events, including hosting both the Wimmera League Football finals, and Wimmera Hockey Association Hockey finals.

Options:

1. Council can submit a grant application through the Community Sports Infrastructure Stimulus Program (Round 2) for infrastructure upgrades to Davis Park.
2. Council can choose not to submit a grant application through the Community Sports Infrastructure Stimulus Program (Round 2) at this time.

Link to Council Plan:

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

Strategic Objective 1.3: A community that is physically active with access to a wide range of leisure, sporting and recreation facilities.

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

Strategic Objective 3.2: A thriving tourism industry.

Financial Implications:

Council's contribution for the project have been included in the 2020/2021 budget.

Risk Management Implications:

Upgrading the Infrastructure facilities at Davis Park will reduce risk through modern compliant facilities meeting AFL and Netball Victoria standards.

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.

RECOMMENDATION:

That Council submits a grant application through the Community Sports Infrastructure Stimulus Program (Round 2) for infrastructure upgrades at Davis Park in Nhill with the 10% co-contribution being made as follows:

- ***\$200,000 from the Federal Government's Local Road and Community Infrastructure funding program round 2;***
- ***\$100,000 from Council funds allocated in the 2020/2021 budget; and***
- ***\$50,000 (minimum) from Nhill and District Sporting Club.***

MOVED: CRS R Gersch/M Albrecht

That Council submits a grant application through the Community Sports Infrastructure Stimulus Program (Round 2) for infrastructure upgrades at Davis Park in Nhill, totalling \$3,931,760, being made up as follows:

- ***\$3,531,760 from the State Governments Community Sports Infrastructure Stimulus Program round 2;***
- ***\$200,000 from the Federal Government's Local Road and Community Infrastructure funding program round 2 (approved);***
- ***\$100,000 from Council funds allocated in the 2020/2021 budget;***
- ***\$50,000 from Council funds carried forward from 2019/2020; and***
- ***\$50,000 (minimum) from Nhill and District Sporting Club.***

CARRIED

8.6 COUNCIL SUBMISSION TO THE BUILDING BETTER REGIONS FUND

Responsible Officer: Director Corporate and Community Services

Introduction: This report seeks endorsement from Council for the submission of a funding application to the Federal Government's Building Better Regions Program Round 5.

Background:

On 16 December 2020, the Australian Government announced the release of the program guidelines for the new Building Better Regions Fund (BBRF) round 5.

BBRF Round 5 will have \$100 million dedicated to supporting tourism-related infrastructure designed to assist in mitigating the economic impact of the COVID-19 pandemic on the region's tourism industry. The minimum grant amount is \$20,000 and the maximum grant amount is \$10 million.

Applications opened for round 5 on 12 January 2021 and close on 5 March 2021. Projects must be completed by 31 December 2021.

Co-funding contributions are required by Council, and the remoteness classification of a project's location determines the amount of the co-funding requirement.

| Project circumstance | Total Commonwealth Government funding (including this grant) towards eligible project costs* |
|--|---|
| Project classified as remote or very remote | Up to 75 per cent of eligible project costs |
| Project granted exceptional circumstances exemption from a cash contribution | Up to 100 per cent of total eligible project costs (any level of contribution is encouraged) |
| All other classifications | Up to 50 per cent of total eligible project costs. |

*Total eligible project costs include the grant amount and your cash contribution. The grant will be paid in accordance with the agreed grant percentage of total eligible project costs up to the approved grant amount.

Hindmarsh Shire is required to contribute co-funding of at least \$1 for every \$1 of grant funding requested.

Discussion:

It is proposed that funding be sought through the BBRF Round 5 for the supply and installation of two bedroom accommodation cabins at the Riverside Holiday Park Dimboola, Jeparit Caravan Park and Rainbow Caravan Park.

The demand for increased accommodation options at these caravan parks from their respective communities, visitors and industry has been ongoing and has also been prioritised in numerous Council strategic documents including Community Precinct Plans and Community Action Plans.

Level 2 of the Wimmera Mallee Town & Tourism Strategy commissioned by Wimmera Mallee Tourism and developed by consultants, TRC responds to town and tourism park level opportunities, directions and learnings gathered through site visits and workshops. The Town & Tourism Strategy recommends projects to guide the revitalisation and tourism preparedness of 16 Towns and 24 Caravan Parks across four shires. These projects should be explored, prioritised, implemented and championed by the community, Councils and Wimmera Mallee Tourism.

The Level 2 strategy recommends the inclusion of additional accommodation options at the previously mentioned caravan parks.

The findings of the above strategy is further evidenced through the rise of domestic tourism, and current tourism projects underway including the Wimmera River Discovery Trail and the Albacutya and Rainbow Silo Art projects Hindmarsh will be a destination of choice for many tourists.

The current Council Plan 2017-2021 identifies a thriving tourism industry as a priority for Council, and feedback from the manager of Dimboola Riverside Holiday Park is that during peak periods installation of additional cabins is required.

The total project cost is anticipated to be \$600,000 with Council's contribution towards the project being \$300,000. This allocation would be included in the 2021/2022 Council Budget.

Options:

1. Council can choose to submit an application to the Building Better Regions Fund Round 5;
2. Council can choose not submit an application to the Building Better Regions Fund Round 5.

Link to Council Plan:

- 1.1 An actively engaged community.
- 3.2 A thriving tourism Industry.

Financial Implications:

Council's contribution towards the grant application will be included in the 2021/2022 Council Budget.

Risk Management Implications:

Appropriate risk assessments will be prepared in accordance with Council procedures and policies prior to the implementation of the project.

Conflict of Interest:

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

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

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

Communications Strategy:

Not applicable.

RECOMMENDATION:

That Council

- 1. Submits a funding application to the Building Better Regions Fund Round 5 for cabin installation at Dimboola, Jeparit & Rainbow Caravan Parks.***
- 2. Allocates Council's co-contribution of \$300,000 towards the grant application in the 2021/2022 Council Budget.***

MOVED: CRS B Ireland/D Nelson

That Council

- 3. Submits a funding application to the Building Better Regions Fund Round 5 for cabin installation at Dimboola, Jeparit & Rainbow Caravan Parks.***
- 4. Allocates Council's co-contribution of \$300,000 towards the grant application in the 2021/2022 Council Budget.***

CARRIED

9. COUNCIL COMMITTEES

No reports.

10. LATE REPORTS

No reports.

11. OTHER BUSINESS

MOVED: CRS W Bywaters/R Gersch

That Council write and congratulate the First Languages and Arts Training Indigenous Corporation, Cultural Learning Centre, Dimboola.

CARRIED

MOVED: CRS W Bywaters/R Gersch

That Council write and congratulate the 2021 Youth Councillors individually.

CARRIED

MOVED: R Gersch/M Albrecht

That Council acknowledges and thanks staff of Hindmarsh Shire Council for their volunteer work at the screening of The Dry on Thursday 28 January 2021.

CARRIED

12. CONFIDENTIAL REPORTS

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

- a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
- b) security information, being information that if released is likely to endanger the security of Council property or the safety of any person;
- c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;
- d) law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person;
- e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - i. relates to trade secrets; or
 - ii. if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
- h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);
- i) internal arbitration information, being information specified in section 145;
- j) Councillor Conduct Panel confidential information, being information specified in section 169;
- k) information prescribed by the regulations to be confidential information for the purposes of this definition;
- l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*

RECOMMENDATION:

That the meeting be closed in accordance with Section 66 of the Local Government Act 2020, to consider:

- a) Council business information relating to personal matters.***

12.1 Youth Council Positions

MOVED: CRS R Gersch/B Ireland

That the meeting be closed in accordance with Section 66 of the Local Government Act 2020, to consider:

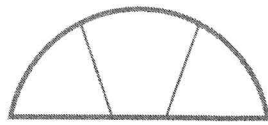
- a) Council business information relating to personal matters.***

12.1 Youth Council Positions

CARRIED

13. MEETING CLOSE

There being no further business, Cr R Ismay declared the meeting closed at 3:30pm.



RAINBOW ARCHIVE
~ AND ~
HISTORICAL SOCIETY

RECEIVED

29 JAN 2021

25th January 2021

Mr Greg Wood
CEO Hindmarsh Shire Council
PO Box 250
NHILL 3418

Dear Greg,

The Rainbow Archive and Historical Society would like to thank the council for approving our 2020-21 Community Action Grant application. The allocation of \$500 towards our utility costs will help us cover our operating expenses in a period when we have unable to hold our normal fund-raising activities due to the COVID restrictions.

We greatly appreciate the support the Hindmarsh Shire Council has shown to us in our role of preserving and providing public access to the historical records of our community.

Yours sincerely,

Ruth Gosling

Project Manager/Treasurer
Rainbow Archive and Historical Society

Rainbow Progress Association Inc.

King Street, PO Box 2, Rainbow Victoria 3424

Email: rahs3424@gmail.com Phone: 53 951 416 (Diane Wall), 53 951 107 (Peter Ralph)



Hindmarsh
Shire Council
Administration
Centre

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

email:
info@hindmarsh.vic.gov.au

website:
www.hindmarsh.vic.gov.au

ABN 26 550 541 746

**Customer Service
Centres**

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

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

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

15 February 2021

Robyn Lauricella
Wotjobaluk Knowledge Place
100 Lloyd Street
DIMBOOLA VIC 3418

Dear Robyn

Re: Letter of Congratulations

At its meeting on 3 February 2021, Hindmarsh Shire Council resolved that I write to you to extend Council's congratulations on the opening of the First Languages Arts & Training Indigenous Corporation Wotjobaluk Knowledge Place.

Having the new Wotjobaluk Knowledge Place in Dimboola is a magnificent asset to the community and a great accomplishment for our Aboriginal residents, the Dimboola and Hindmarsh community and the Wimmera region.

It is important to keep indigenous history and culture alive and we thank you for coming together to learn your lost language, Wergaia, and for teaching it to the community and all Traditional Owners who wish to learn more about their lost language and culture.

We would like to wish you all the best with your new centre and look forward to following what you achieve in the coming years.

Yours sincerely

Greg Wood
Chief Executive Officer



**Hindmarsh
Shire Council**

**Administration
Centre**

PO Box 250
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Fax: (03) 5391 1376

email:
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website:
www.hindmarsh.vic.gov.au

ABN 26 550 541 746

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Fax: (03) 5389 1734

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

10 February 2021

Youth Councillor
ADDRESS
TOWN STATE POSTCODE

Dear Name

Re: Hindmarsh Shire Youth Council

On behalf of Hindmarsh Shire Council, I would like to congratulate you on your successful application for the 2021 Hindmarsh Shire Youth Council.

I am delighted to invite you and your family to the certificate presentation for the Hindmarsh Shire Youth Council 2021 on **Wednesday 3 March 2021** from **5pm** at the **Nhill Memorial Community Centre, 77-79 Nelson Street Nhill**. Following the presentation, you and your family are encouraged to join the Hindmarsh Shire Councillors for refreshments.

Council is excited about the opportunity to work with the Youth Council on identifying what is important to young people in our communities and how we can make a difference together.

During 2021 the Hindmarsh Shire Youth Council will help prepare the Hindmarsh Shire Youth Strategy 2021 – 2025. This plan assists Council in ensuring the Hindmarsh Shire Council Plan 2021-2025 includes objectives for our Youth.

Youth Council meetings will commence in March 2021, with meetings held at the Jeparit Town Hall. Further information will be provided regarding the meetings once finalised.

If you have any questions regarding Youth Council or the certificate presentation, please do not hesitate to contact Monica Revell, Director Corporate & Community Services, on 03 5391 4444 or email mrevell@hindmarsh.vic.gov.au.

Yours sincerely

Greg Wood
Chief Executive Officer

22nd September 2020

Our Ref: 9585

Planning Department
Hindmarsh Shire Council
PO Box 250
Nhill, VIC. 3418

Dear Sir / Madam,

**Re: Proposed Limestone Quarry-
Marshalls Road, Netherby**

Please find attached the following documents:

Completed Application For Planning Permit
Certificate of Title
Plan TP 670038V
Extract from Code of Practice Small Quarries 2010
Town Planning Report
Plan of proposed quarry location Ref 9585 001 (3 copies)

I would like to apply for a planning permit for the establishment of a small limestone quarry near the corner of Perenna Road and Netting Fence Track.

Discussions have been held with the Department of Primary Industries and it is my understanding that a Work order is not required for this scale quarry (see attached approval process flowchart).

Please contact me if you have any queries regarding this matter

Yours faithfully,



Warren Beacom

MADIGAN



SURVEYING

Madigan Surveying Pty Ltd

96 MORANG ROAD
HAWTHORN 3122

PH +61 3 9819 9599
FAX +61 3 9818 2322

EMAIL

surveyors@madigan.com.au

A.B.N. 48 119 775 950



Office Use Only

Application No.: PA16

Date Lodged: / /

Application for Planning Permit

Planning Enquiries
Phone: 03 53914444
Web: <http://www.hindmarsh.vic.gov.au>

If you need help to complete this form, read [How to Complete the Application for Planning Permit form](#).

⚠ Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any concerns, please contact Council's planning department.

⚠ Questions marked with an asterisk (*) are mandatory and must be completed.

⚠ If the space provided on the form is insufficient, attach a separate sheet.

The Land

① Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

| | | |
|-----------|----------|--------------------------|
| Unit No.: | St. No.: | St. Name: Marshalls Road |
| | | |

| | |
|---------------------------|----------------|
| Suburb/Locality: Netherby | Postcode: 3418 |
|---------------------------|----------------|

Formal Land Description *
Complete either A or B.

⚠ This information can be found on the certificate of title.

A Lot No.: Lodged Plan Title Plan Plan of Subdivision No.:

OR

B Crown Allotment No.: 26 Section No.:

Parish/Township Name: Perenna

The Proposal

⚠ You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

② For what use, development or other matter do you require a permit? *

If you need help about the proposal, read: [How to Complete the Application for Planning Permit Form](#)

Establishment of a limestone quarry

Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

③ Estimated cost of development for which the permit is required *

Cost \$0

⚠ You may be required to verify this estimate.

Insert '0' if no development is proposed (eg. change of use, subdivision, removal of covenant, liquor licence)

Existing Conditions

④ Describe how the land is used and developed now *

eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Farmland

Provide a plan of the existing conditions. Photos are also helpful.

Title Information

5 Encumbrances on title *

If you need help about the title, read:

[How to Complete the Application for Planning Permit Form](#)

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- Yes. (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- No
- Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', eg. restrictive covenants.)

Applicant and Owner Details

6 Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Please provide at least one contact phone number *

Owner *

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Name:

| | | |
|-----------|-------------------|-----------------|
| Title: Mr | First Name: Bruce | Surname: Beacom |
|-----------|-------------------|-----------------|

Organisation (if applicable):

Postal Address:

| | | |
|------------------------|-------------|--|
| Unit No.: | St. No.: 50 | If it is a P.O. Box, enter the details here: |
| Suburb/Locality: Nhill | State: VIC | Postcode: 3418 |

Contact person's details *

Same as applicant (if so, go to 'contact information')

Name:

| | | |
|-----------|--------------------|-----------------|
| Title: Mr | First Name: Warren | Surname: Beacom |
|-----------|--------------------|-----------------|

Organisation (if applicable): Madigan Surveying

Postal Address:

| | | |
|---------------------------|-------------|--|
| Unit No.: | St. No.: 96 | If it is a P.O. Box, enter the details here: |
| Suburb/Locality: Hawthorn | State: VIC | Postcode: 3122 |

Contact information

| | |
|-----------------|--------|
| Business Phone: | Email: |
| Mobile Phone: | Fax: |

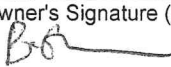
Name: Same as applicant

| | | |
|-----------|-------------------|-----------------|
| Title: Mr | First Name: Bruce | Surname: Beacom |
|-----------|-------------------|-----------------|

Organisation (if applicable):

Postal Address:

| | | |
|------------------------|-------------|--|
| Unit No.: | St. No.: 50 | If it is a P.O. Box, enter the details here: |
| Suburb/Locality: Nhill | State: VIC | Postcode: 3418 |

Owner's Signature (Optional): 


Date: 22 9 2020
day / month / year

Declaration

7 This form must be signed by the applicant *

▲ Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

| | |
|--|---|
| Signature:  | Date: 22 Sep 2020 day / month / year |
|--|---|

Need help with the Application?

If you need help to complete this form, read [How to complete the Application for Planning Permit Form](#)

General information about the planning process is available at <http://www.dpcd.vic.gov.au/planning>

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

8 Has there been a pre-application meeting with a Council planning officer?

No Yes

If 'yes', with whom?:

Date:


day / month / year

Checklist

9 Have you:

Filled in the form completely?

Paid or included the application fee?

 Most applications require a fee to be paid. Contact Council to determine the appropriate fee.

Provided all necessary supporting information and documents?

A Full, current copy of title information for each individual parcel of land, forming the subject site.

A plan of the existing conditions.

Plans showing the layout and details of the proposal.

Any information required by the planning scheme, requested by council or outlined in a council planning permit check list.

If required, a description of the likely effect of the proposal (eg. traffic, noise, environmental impacts).

Completed the relevant Council planning permit checklist?

Signed the declaration (section 7)?

Lodgement

Lodge the completed and signed form, the fee payment and all documents with:

Hindmarsh Shire Council
PO Box 250 Nhill VIC 3418

Contact information:

Telephone: 03 5391 4444

Fax: 61 03 53911376

Email: info@hindmarsh.vic.gov.au

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 06606 FOLIO 145

Security no : 124084089425E
Produced 02/07/2020 12:34 PM

CROWN GRANT

LAND DESCRIPTION

Crown Allotment 26 Parish of Perenna.

REGISTERED PROPRIETOR

Estate Fee Simple

Sole Proprietor

BRUCE GEOFFREY BEACOM of 50 PROPODOLLAH EXTENSION ROAD NHILL VIC 3418
AL145694K 12/06/2014

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AL145696F 12/06/2014

COMMONWEALTH BANK OF AUSTRALIA

Any crown grant reservations exceptions conditions limitations and powers noted on the plan or imaged folio set out under DIAGRAM LOCATION below. For details of any other encumbrances see the plan or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE TP670038V FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: MARSHALLS ROAD NETHERBY VIC 3418

ADMINISTRATIVE NOTICES

NIL

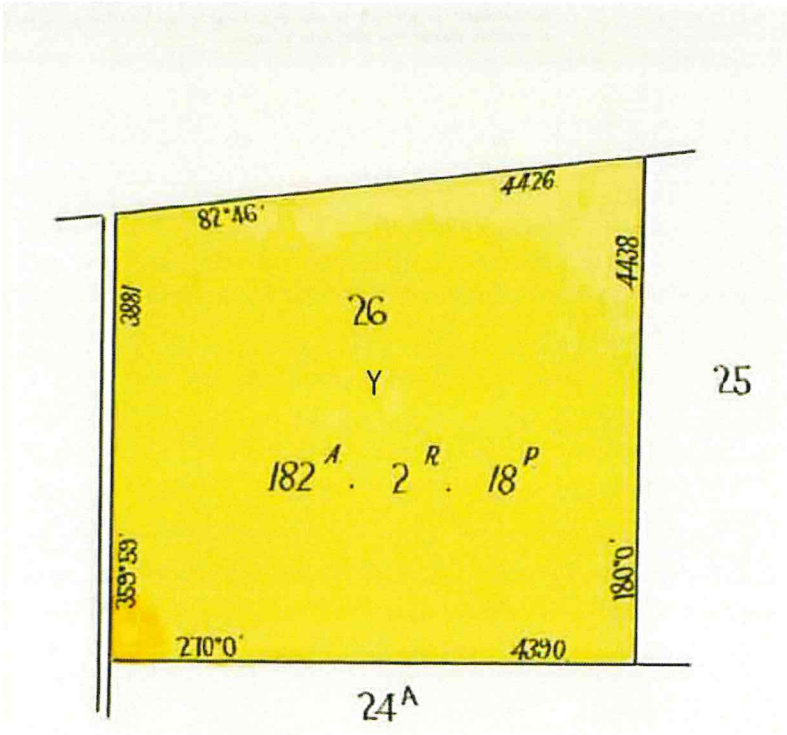
eCT Control 15940N CBA - COMMONWEALTH BANK OF AUSTRALIA
Effective from 23/10/2016

DOCUMENT END

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| | | |
|--|---|---|
| TITLE PLAN | EDITION 1 | TP 670038V |
| <p>Location of Land</p> <p>Parish: PERENNA</p> <p>Township:</p> <p>Section:</p> <p>Crown Allotment: 26</p> <p>Crown Portion:</p> <p>Last Plan Reference:</p> <p>Derived From: VOL 6606 FOL 145</p> <p>Depth Limitation: 50 FEET</p> | <p>Notations</p> <p>SUBJECT TO THE RESERVATIONS EXCEPTIONS CONDITIONS AND POWERS CONTAINED IN CROWN GRANT VOL. 6606 FOL. 145 AND NOTED ON SHEET 2 OF THIS PLAN</p> <p>IN THE MALLEE COUNTRY FOR THE PURPOSES OF THE LAND ACT.</p> <p>ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN</p> | |
| Description of Land / Easement Information | | <p>THIS PLAN HAS BEEN PREPARED FOR THE LAND REGISTRY, LAND VICTORIA, FOR TITLE DIAGRAM PURPOSES AS PART OF THE LAND TITLES AUTOMATION PROJECT</p> <p>COMPILED: 27/10/2000</p> <p>VERIFIED: C.L.</p> |
| <p style="text-align: center;">COLOUR CODE</p> <p style="text-align: center;">Y = YELLOW</p>  | | |
| <p>LENGTHS ARE IN LINKS</p> <p>Metres = 0.3048 x Feet</p> <p>Metres = 0.201168 x Links</p> | <p style="text-align: right;">Sheet 1 of 2 sheets</p> | |

TITLE PLAN

TP 670038V

LAND DESCRIPTION INCLUDING RESERVATIONS EXCEPTIONS
 CONDITIONS AND POWERS SHOWN ON THE CROWN GRANT

All THAT PIECE OF LAND in the MALLEE COUNTRY in the said State containing one hundred and eighty-two acres two roods and eighteen perches more or less being Allotment twenty-six in the Parish of Perenna County of Loran

defined with the measurements and abutments thereof in the map drawn in the margin of these presents and therein colored yellow. *Provided* nevertheless that the grantee shall be entitled to sink wells for water and to the use and enjoyment of any wells or springs of water upon or within the boundaries of the said land for any and for all purposes as though he held the land without limitation as to depth. *Excepting* nevertheless unto Us Our heirs and successors all gold and silver and minerals as defined in the *Mines Act 1928* in upon or under or within the boundaries of the land hereby granted. *And* reserving to Us Our heirs and successors free liberty and authority for Us Our heirs and successors and Our and their licensees agents and servants at any time or times hereafter to enter upon the said land and to search and mine therein for gold silver and minerals as aforesaid and to extract and remove therefrom any such gold silver and minerals and to search for and work dispose of and carry away the said gold silver and minerals lying in upon or under the land hereby granted and for the purposes aforesaid to sink shafts make drives erect machinery and to carry on any works and do any other things which may be necessary or usual in mining and with all other incidents that are necessary to be used for the getting of the said gold silver and minerals and the working of all mines seams lodes and deposits containing such gold silver and minerals in upon or under the land hereby granted. *And* also reserving to Us Our heirs and successors—

- (i) all petroleum as defined in the *Mines (Petroleum) Act 1935* on or below the surface of the said land and
- (ii) the right of access for the purpose of searching for and for the operations of obtaining such petroleum in any part or parts of the said land and
- (iii) rights of way for access and for pipe-lines and other purposes necessary for obtaining and conveying such petroleum in the event of such petroleum being obtained in any part or parts of the said land.

Provided ALWAYS that the said land is and shall be subject to be resumed for mining purposes under Section 168 of the *Land Act 1928*.

And provided also that the said land is and shall be subject to the right of any person being the holder of a miner's right or of a mining lease or mineral lease under the *Mines Act 1928* or any corresponding previous enactment to enter therein and to mine for gold silver or minerals within the meaning of the said Act and to erect and occupy mining plants or machinery thereon in the same manner and under the same conditions and provisions as those to which such person would for the time being be entitled to mine for gold and silver in and upon Crown lands. *Provided* that compensation shall be paid to the said

GRANTEE

his executors administrators assigns or transferees by such person for surface damage to be done to such land by reason of mining thereon such compensation to be determined as provided for the time being by law and the payment thereof to be a condition precedent to such right of entry.

LENGTHS ARE IN
LINKS

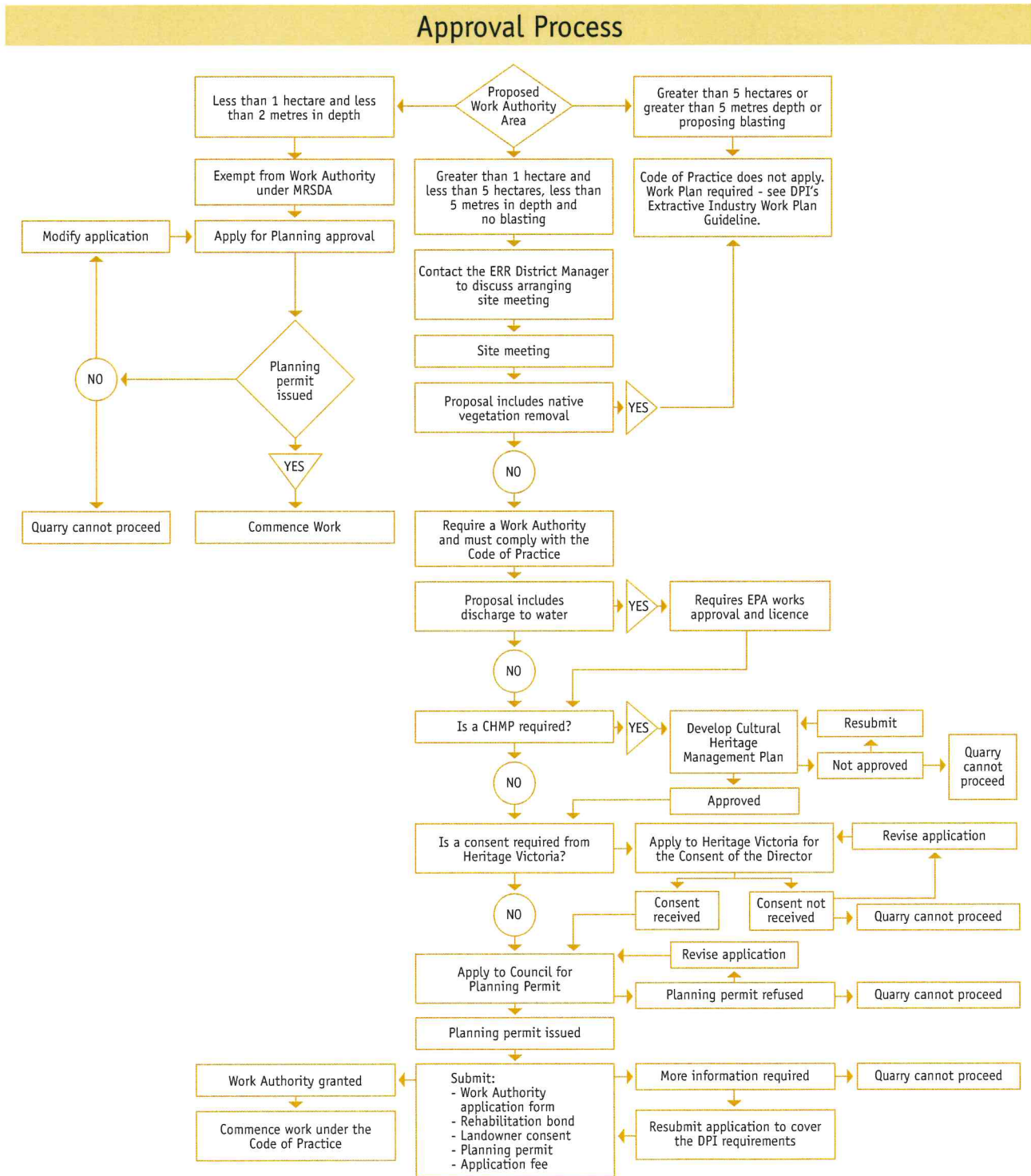
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Sheet 2 of 2 sheets

3. Approval Requirements

Key approval requirements for small quarries are summarised in Figure 1.

Figure 1 – Approvals process flow diagram



Note: While the approvals process is shown as a series of events many of these approvals are not sequential and can be gained at the same time

Town Planning Report



Marshalls Road, Netherby

Prepared by Nikki Taylor of
Devcon Planning Services Pty Ltd
9541 6600

September 2020

Table of Contents

| | | |
|------|--|----|
| 1. | Introduction | 3 |
| 2. | Applicant | 3 |
| 3. | Proposal | 3 |
| 4. | Subject Site and Surrounds | 3 |
| 5. | Zoning | 4 |
| 5.1. | Farming Zone | 5 |
| 5.2. | Overlays | 8 |
| 6. | Planning Policy Framework | 8 |
| 6.1. | Clause 14.03-1S Resource exploration and extraction | 8 |
| 7. | Local Planning Policy Framework | 9 |
| 7.1. | Clause 21.02 – Vision – Strategic Framework | 9 |
| 7.2. | Clause 21.03 – Objectives – Strategies – Implementation | 9 |
| 8. | Other Planning Matters | 10 |
| 8.1. | Clause 52-08 – Earth and energy resources industry | 10 |
| 8.2. | Clause 52.09 – Stone extraction and extractive industry interest areas | 10 |
| 8.3. | Clause 65 –Decision Guidelines | 10 |
| 9. | Conclusion | 11 |

1. Introduction

Devcon Planning Services Pty Ltd has been engaged to prepare the Planning Assessment for a proposed quarry at Marshalls Road, Netherby.

The following submission outlines the details of the proposal.

2. Applicant

The applicant for this proposal is Bruce Beacom, the owner of the land.

3. Proposal

It is proposed to use part of the site, less than 1 hectare for limestone quarrying.

It is proposed to carry out the quarrying as follows:

- Topsoil to be removed and stockpiled for replacement after quarry has been carried out;
- Excavation of the land to be less than of 2 metres;
- Only a small portion of the land will be opened at a time and once the limestone has been removed the topsoil will be reinstated and grasses planted over the top;
- Bunding, or a swale drain will be created on the high side of the quarrying area to divert any surface runoff will be contained within the overall site given the size and setbacks from the site's boundaries.

There will be no blasting required with the limestone removed with machinery only. It is proposed to excavate the limestone with a bulldozer and front end loader with limited truck movements to and from the site consistent with the small scale of the operations.

Further, no work plan is required from the Department of Primary Industries due to the limited size of the quarry and the minimum depth.

The land has been used for farming and cropping and grazing will continue on the farm whilst the limestone is being removed from the site. There are no trees which require removal and there will be no impact upon native flora and fauna.

4. Subject Site and Surrounds

The address of the subject site is Marshalls Road, and the site is located on the south side of Netting Fence Track and the east side of Perenna Road in Netherby. As noted above, the proposed quarry comprises a small part of the overall site and is to be set back 32.7 metres

from the Perenna Road frontage and approximately 200 metres from the southern boundary of the site.

The subject site is slightly irregular in shape with a frontage to Netting Fence Track of 890.37 metres, a minimum depth of 780.73 metres and an overall area of 75 hectares.



Subject site: Marshalls Road, Netherby (Looking north towards the area of the proposed quarry)

The subject site and the surrounding land is located within the Farming Zone with no overlays applicable to the site.

The area of the proposed quarry is relatively flat with an approximately half a metre slope over the whole hectare.

Hindmarsh Planning Scheme (“Planning Scheme”) – Statutory Controls

An assessment of the Hindmarsh Planning Scheme has identified the following:

5. Zoning

5.1. Farming Zone

The subject site is located within the Farming Zone (Clause 35.07) under the Planning Scheme. The purpose of the Farming Zone includes:

- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.

A permit is required to use the land for an extractive industry pursuant to Clause 35.07-1.

Pursuant to Clause 35.07-4 a permit is required to construct buildings and works (earthworks) in association with a Section 2 use.

The decision guidelines at Clause 35.07-6 include (as relevant to this application)

General issues

- The Municipal Planning Strategy and the Planning Policy Framework.

See below discussion.



Zoning map

- *Any Regional Catchment Strategy and associated plan applying to the land.*

The proposal will not raise any issues of concern in relation to the Wimmera Regional Catchment Strategy. The site is located away from any wetlands or waterways with Lake Hindmarsh located approximately 11 kilometres to the east. The land is also currently used for farming purposes so there is no significant vegetation on the site which may be impacted by the proposed quarrying works.

- *The capability of the land to accommodate the proposed use or development, including the disposal of effluent.*

The proposed use will occupy only a small portion of the land which will easily be accommodated on the site. No effluent will be required to be disposed of.

- *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.*

The use will contribute to the sustainability of the land. It will occupy a very small part of the land and the current farming activities will continue on the remainder of the land. The quarry will not adversely impact the site or neighbouring sites.

- *How the use and development makes use of existing infrastructure and services.*

The use will not need to rely on existing infrastructure and services.

Agricultural issues and the impacts from non-agricultural uses

- *Whether the use or development will support and enhance agricultural production.*

The quarry will support the financial viability of the land and the section of land set aside for the quarry will be reinstated to farmland after the use has been completed.

- *Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.*

The quarry should not adversely affect the quality of the soil. Topsoil will be retained on-site and will be reinstated over the quarried land once complete. The land will be reinstated for agricultural purposes subsequent to the use being completed and the existing agricultural activities will continue on the remainder of the land during operations.

- *The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.*

The quarry will not limit the operation and expansion of nearby agricultural land uses.

- *The capacity of the site to sustain the agricultural use.*

The quarry will assist with the long-term sustainability of the agricultural use of the land.

- *The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.*

These will not be affected by the quarry use.

- *Any integrated land management plan prepared for the site.*

N/A

Environmental issues

- *The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.*

There will be little impact resulting from the quarry. As noted above, this is on a small component of the subject site, on a relatively flat section of the land with no outstanding natural or physical features. The topsoil will be stored on site for reuse in the reinstatement of the land. The quarry will not impact water quality given its relatively small size and distance from waterways.

- *The impact of the use or development on the flora and fauna on the site and its surrounds.*

The site has been used for agricultural purposes and there is no significant flora or fauna on the site.

- *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.*

These will not be impacted. There are no riparian buffers, waterways, gullies or ridgelines on the site and no vegetation of any significance on the overall land.

- *The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

No effluent will be generated by the quarrying.

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.*

N/A

- *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.*

N/A

- *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 proposed quarry will not impact any significant features nearby.

- *The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.*

No new infrastructure will be required to service the quarry and existing infrastructure will not be affected.

- *Whether the use and development will require traffic management measures.*

No traffic measures will be required.

5.2. Overlays

No overlays are applicable to this site.

6. Planning Policy Framework

The following State Planning Policies are of relevance to the consideration of the proposal:

6.1. Clause 14.03-1S Resource exploration and extraction

The objective of this clause is to:

encourage exploration and extraction of natural resources in accordance with acceptable environmental standards.

Strategies to achieve this objective include ensuring that suitable buffer distances are provided around any quarrying activities to protect any nearby sensitive uses.

An approval from the Department of Primary Industries is not required for the proposed quarry due to its small size and the depth of excavation proposed (less than 2 metres). This should limit the potential for off-site amenity impacts and there are no sensitive uses located within close proximity to the area of the proposed quarry.

7. Local Planning Policy Framework

7.1. Clause 21.02 – Vision – Strategic Framework

Clause 21.02-2, states as part of its vision for the future:

The economy is founded on agricultural production based on diversification and improved production and other value adding activities

The proposed use is consistent with this vision as it will represent a value-added activity to the existing agricultural use that is operating out of the site.

7.2. Clause 21.03 – Objectives – Strategies – Implementation

Under Clause 21.03-2, Economic Development, the objective is to:

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.

The proposed quarry will occupy a small part of the site and will facilitate an activity which contributes to the viability of the agricultural business operating out of the site. Grazing and cropping will continue on the farm whilst the quarrying is being carried out representing a diversifying of activities and sustainability for the farm.

Under Clause 21.03-3, Agriculture, the objective is to:

maintain a viable and sustainable agricultural industry to ensure the future well being of the Shire and its residents.

Strategies to achieve this include promoting value adding industries. The proposed quarry will add value to the farming activities being carried out on the site which will continue as the quarrying progresses.

Further, the proposal will have little environmental impact as it represents a minor occupation of the overall farm site. No significant vegetation will require removal and there will be no impacts to flora and fauna or the water system resulting from the quarrying activity.

8. Other Planning Matters

8.1. Clause 52-08 – Earth and energy resources industry

This clause requires a planning permit to use and develop land for earth and energy resources industry unless exempted in the table of exemptions.

Pursuant to Section 77G of the Mineral Resources (Sustainable Development Act) 1990 (MRSD Act), a Work Plan is not required for the proposed quarry as the area to be quarried is less than 5 hectares and the depth is proposed to be less than 5 metres. These types of quarries are required to comply with a Code of Practice made in accordance with Clause 89A-89H of the MRSD Act. The Code of Practice is in the attached documentation.

Pursuant to the Code of Practice, quarries that are less than one hectare in area and less than 2 metres in depth are exempt from regulation under the MRSD Act.

8.2. Clause 52.09 – Extractive Industry and extractive industry interest areas

Pursuant to this clause an application to use and develop and for extractive industry must be accompanied by a Work Plan unless exempt from the requirement to obtain a Work Plan under Section 77G of the MRSD Act.

As discussed above, due to the size and depth of the proposed quarry the quarry is exempt from the requirement to obtain a Work Plan.

8.3. Clause 65 – Decision Guidelines

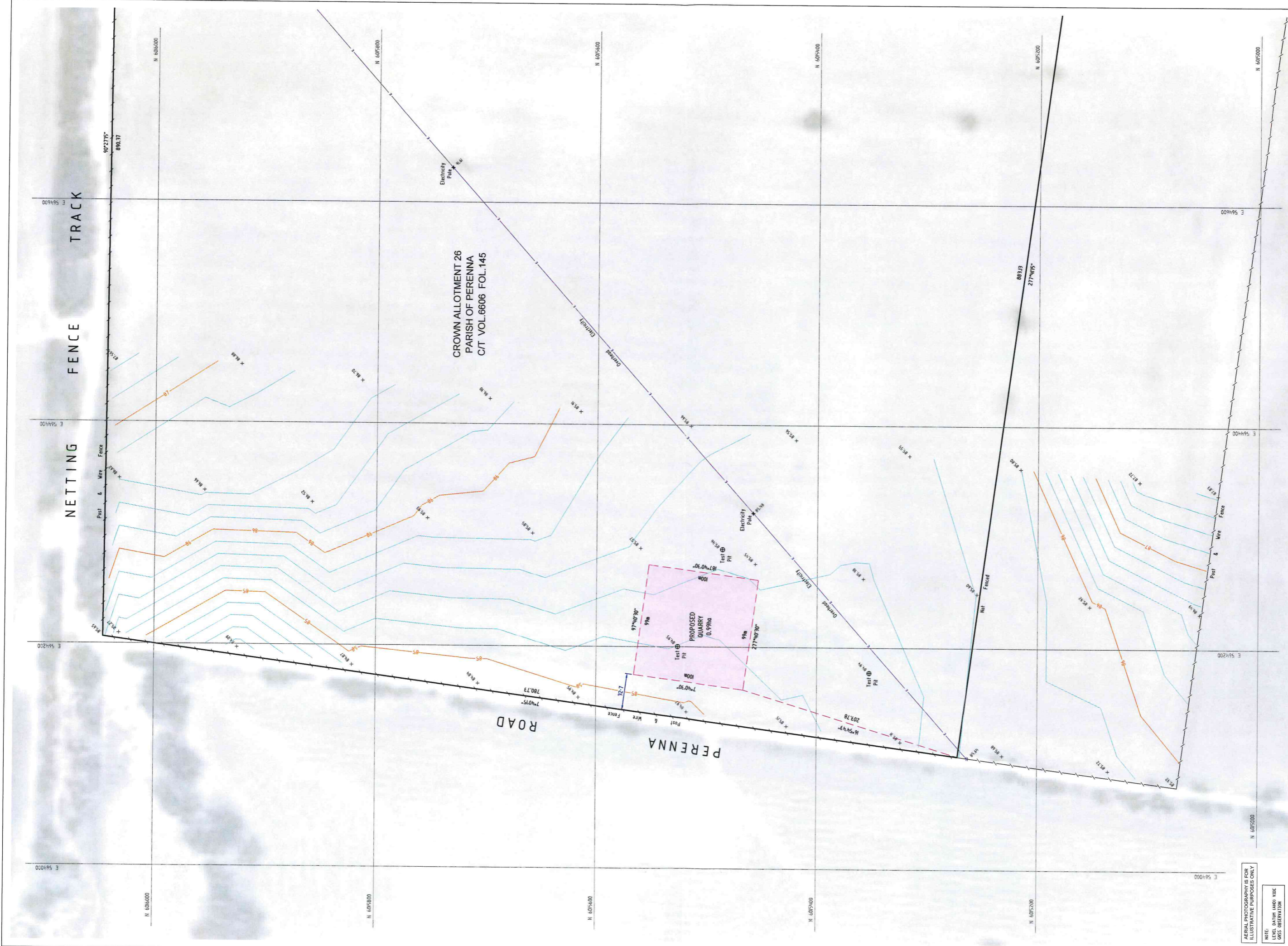
It is submitted that the proposal does not raise any issues of concern in relation to Clause 65 of the Hindmarsh Planning Scheme, as the above discussion demonstrates that it is consistent with the relevant State and Local provisions of the scheme and particular provisions.

9. Conclusion

The proposed small quarry will sit comfortably within the both strategic direction and existing use of the land. It will enable an existing agricultural lot to be used without impacting the long-term viability of the agricultural use of the land.

We therefore, respectfully request that a planning permit be issued for the proposal.

Nikki Taylor
BA MSc (Environment and Planning)
Director
Devcon Planning Services Pty Ltd



NOTE:
AERIAL PHOTOGRAPHY IS FOR
LEVEL DATUM (AND) VIDE
ILLUSTRATIVE PURPOSES ONLY
6855 OBSERVATION

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 HAYTHORN 3122
 PH 9819 8888
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 surveys@madigan.com.au

| ISSUE | PREPARED | APPROVED | DATE | AMENDMENTS |
|-------|----------|----------|------|------------|
| | | | | |

| SURVEYED | WB |
|----------|----------|
| | 02-07-20 |

| ASSISTED | WB |
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| | 05-08-20 |

| DRAWN | WB |
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| CHECKED | WB |
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| | 05-08-20 |

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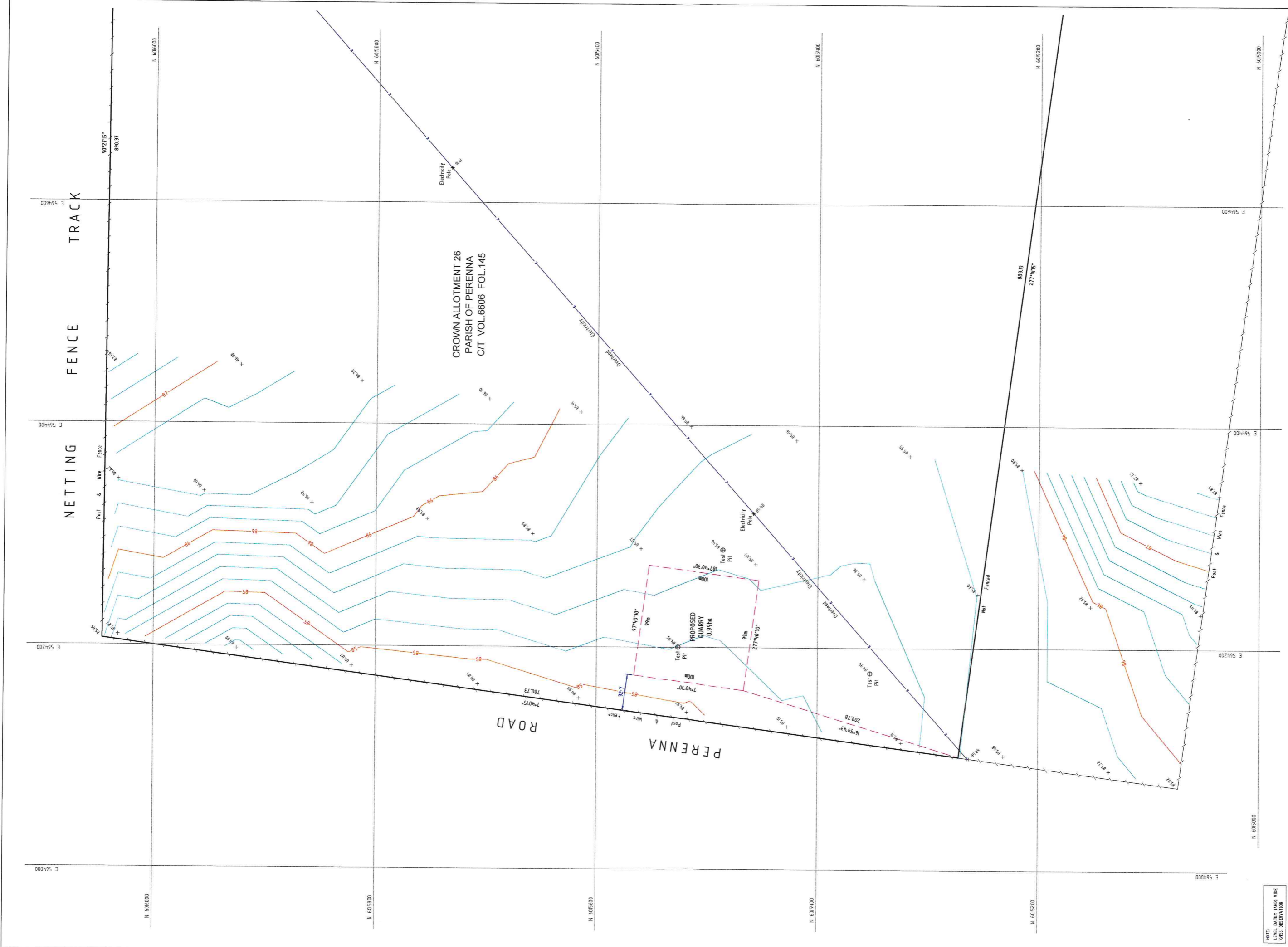
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BRUCE BEACOM

PROJECT
CNR OF PERENNA ROAD & NETTING FENCE TRACK NETHERBY

THIS PLAN
PROPOSED
QUARRY SURVEY
DRAWING REF. 9585 001
SHEET No. 1 OF 1
REV.



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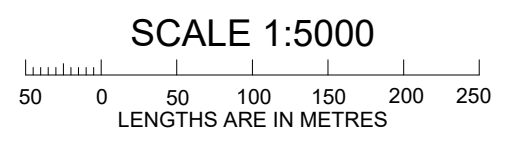
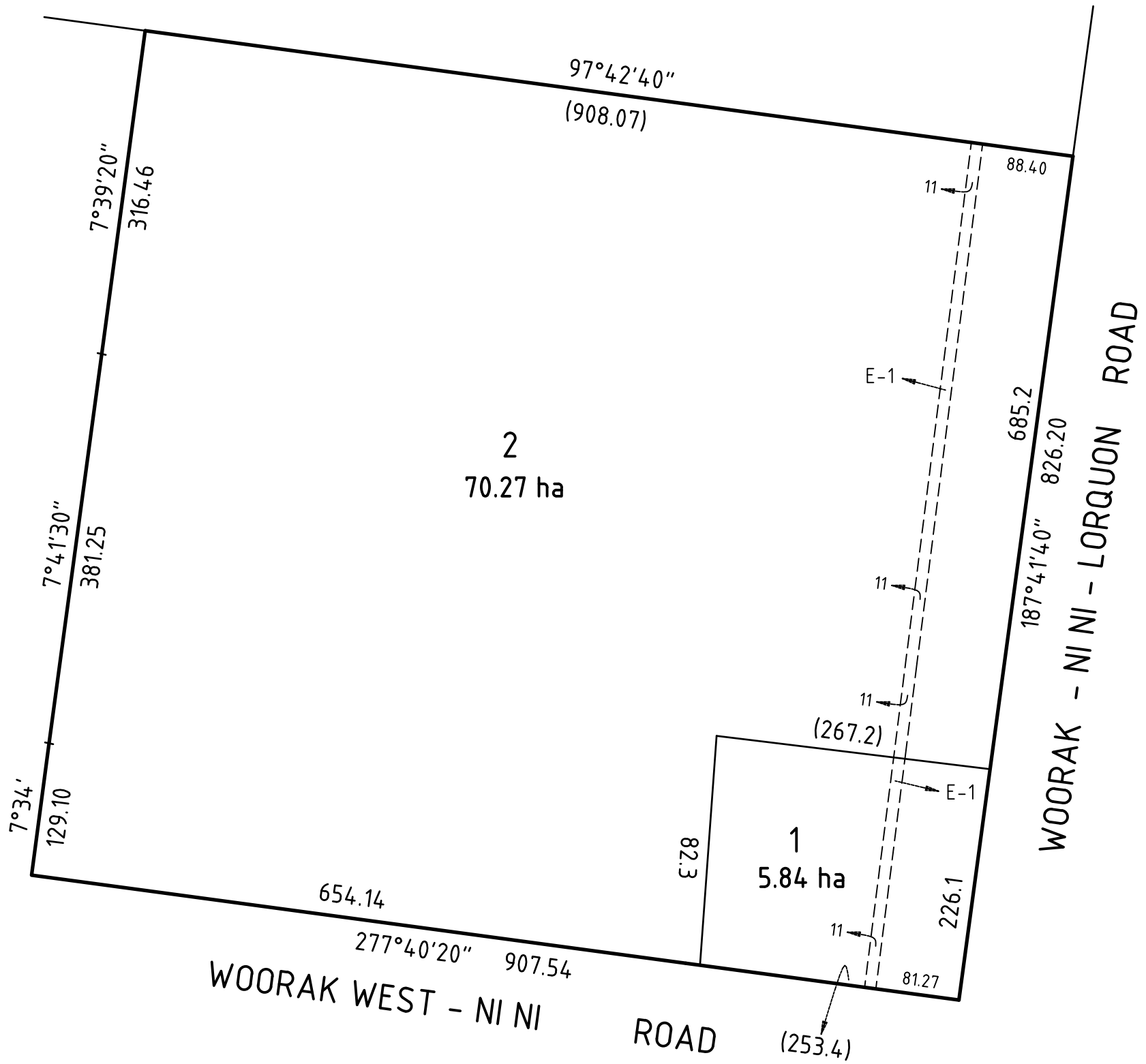
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PROJECT
CNR OF PERENNA ROAD &
NETTING FENCE TRACK
NETHERBY

BRUCE BEACOM

PROPOSED QUARRY SURVEY

DRAWING REF: 9585 001
SHEET NO: 9585 001
SHEET 1 OF 1
REV.



NOTATIONS

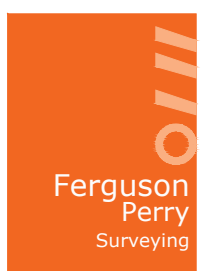
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Victoria 3400
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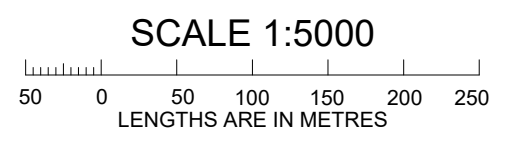
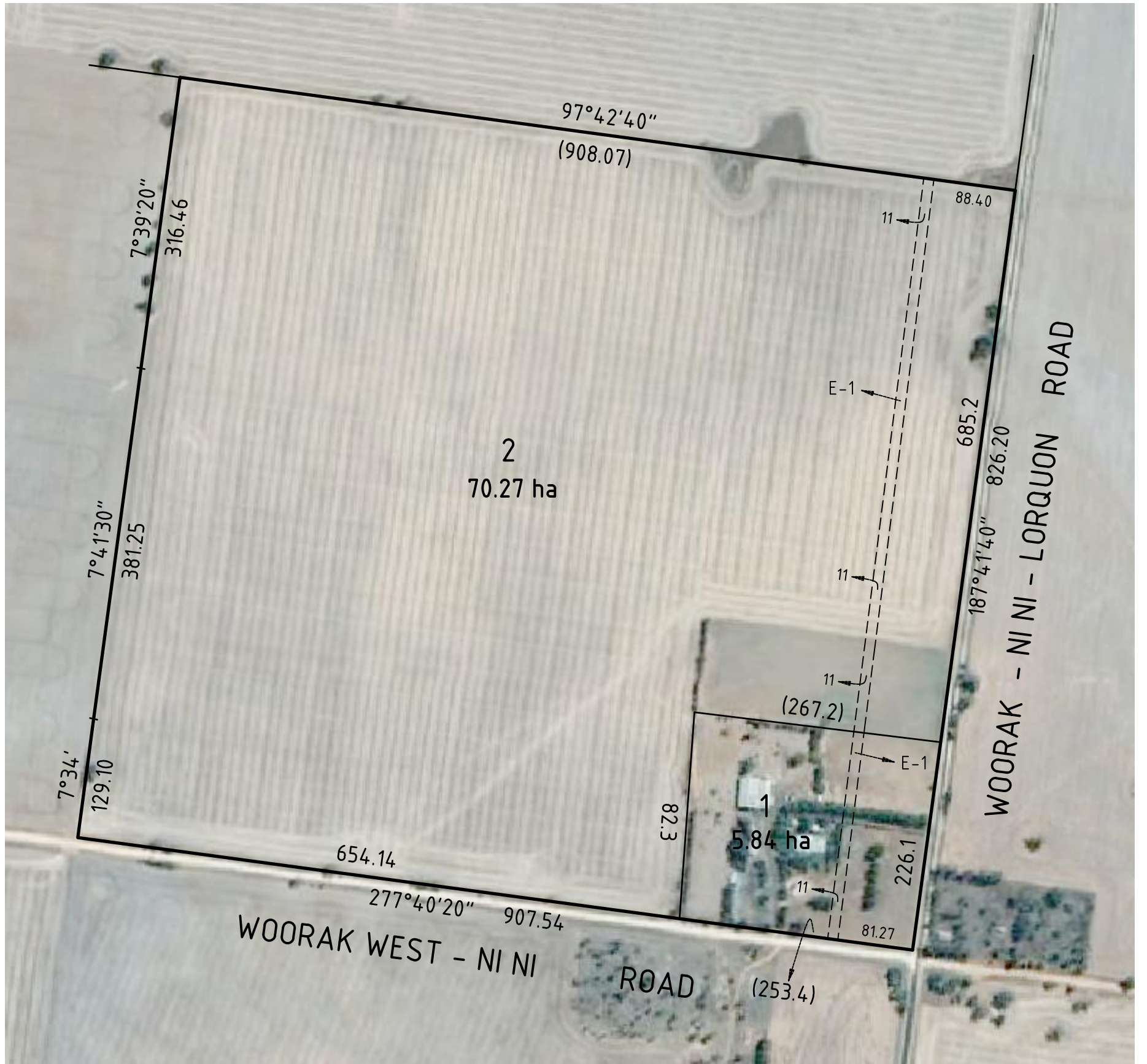
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PLAN OF PROPOSED SUBDIVISION

COUNTY OF BORUNG
PARISH OF WOORAK
CROWN ALLOTMENT 53 (PART)



NOTATIONS

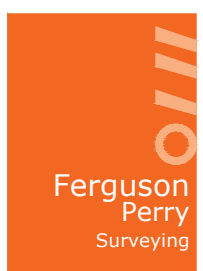
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**PLAN OF PROPOSED SUBDIVISION
 SHOWING EXISTING FEATURES**

COUNTY OF BORUNG

PARISH OF WOORAK

CROWN ALLOTMENT 53 (PART)

POLICY



Hospitality and Gifts Policy (Council)

1 Purpose

The purpose of this policy is to establish appropriate conduct in circumstances where Councillors are offered gifts, benefits, hospitality or are granted awards or win prizes, whether part of their official duties or while attending functions as Council representatives.

2 Scope

This policy applies to all Councillors including the Mayor.

3 Background

Section 138 of the Act requires a Council to adopt and maintain a Councillor Gift Policy.

4 Definitions

| | |
|----------------|--|
| Council | means Hindmarsh Shire Council |
| Act | means <i>Local Government Act 2020</i> |

5 Gifts

5.1 Gifts must never be sought

Councillors must not solicit, demand or request gifts or any personal benefit for themselves or another person by virtue of their position.

5.2 No sense of obligation

No gift may be accepted that could influence, or be perceived to influence, a Councillor in the performance of his or her public or professional duties.

5.3 Prohibited gifts – monetary gifts

In addition to other limitations imposed by this policy, monetary gifts (other than campaign donations) of any value must never be accepted. This includes cash, gift cards and vouchers.

Under the *Public Health and Wellbeing Act 2008*, Council has a statutory requirement to develop a four-year Municipal Public Health and Wellbeing Plan. Council has an obligation to ensure the community has an opportunity to participate in the development of these plans.

5.4 Token gifts

Gifts of token value may be accepted by Councillors provided that the gift does not create a real or perceived sense of obligation that may lead to a perception of preferential service as a result of the gift.

The following should be used as a guide for Councillors in determining whether to accept token gifts. Such gifts may be accepted only when the following have been considered:

- such a gift is offered in an open or public forum and refusal would be obviously discourteous;
- acceptance would not cause any potential perceived or actual compromise or conflict of interest;
- the gift does not have a significant monetary value (less than \$50); and
- the gift is not offered on a regular basis.

There is no requirement to declare or record token gifts in the Council Gifts Register.

5.5 Official gifts

From time to time individuals or organisations may offer gifts of goodwill to the Council.

Councillors may be involved in conferences or social, cultural, community, industry events where official gifts are presented or exchanged. Where it would appear to be impolite or inappropriate to refuse the offer, it is reasonable for Councillors to accept official gifts on behalf of Council. The Chief Executive Officer must ensure that any such official gift is recorded in the Council Gifts Register.

Unless otherwise determined as set out below, such gifts shall be considered to be the property of Council and may be displayed in an appropriate and secure location for public viewing.

In some circumstances, including where the item may not be suitable for public display or the gift is of a personal nature to the recipient, the Chief Executive Officer will use his or her discretion as to the appropriate use of the official gift. A record will be made in the Council Gifts Register in the event that the gift is used for purposes other than Council purposes.

5.6 Significant occasion gifts

A significant occasion gift from council to the Mayor or a Councillor must not exceed \$110 in value.

All significant occasion gifts are to be recorded in the Council Gifts Register.

5.7 Gifts of appreciation

Demonstrating appreciation for services received from Council should not involve the presentation of a gift or benefit. Acceptable alternatives may include a letter of thanks or a thank you card as these are considered less likely to result in a situation that may compromise or be perceived to compromise either party.

If such a gift is offered in an open or public forum and refusal would be obviously discourteous, to reduce the possibility of causing offence, Councillors are encouraged to make reference to this Policy and the importance of transparent and ethical behavior.

Where acceptance would cause any potential perceived or actual compromise or conflict of interest, the gift must not be accepted.

If circumstances make it impractical to not accept the gift it is to be surrendered to the Chief Executive Officer for a decision as to the appropriate disposal. Any accepted gifts over the value of \$50 must be recorded in the Council Gifts Register.

5.8 Provision of services

Services provided free of charge or for a reduced rate are deemed gifts under this policy and must be declared at any value.

5.9 Sponsorship gifts

Gifts that are received as part of a sponsorship arrangement are deemed gifts under this policy and must be declared at any value.

6 Hospitality

Councillors, in an official capacity, will from time to time receive invitations of hospitality to attend various functions and events. Official capacity is that the Mayor or Councillor receives the invitation in the name of Mayor or Cr or the invitation is received by the Council Office or via the Councillor official e-mail.

Where hospitality is reasonable in the circumstances and provides an opportunity to network or undertake business of a common purpose, it may be appropriate to accept such invitations.

Incidental refreshments at meetings, working lunches, or similar, are not considered to be a gift and need not be recorded unless they occur at a frequency that may give rise to the perception of a conflict of interest.

If acceptance of the hospitality is likely to create the impression that an attempt is being made to compromise the impartiality of the Councillor, or could be perceived as a conflict of interest, the offer of hospitality should be politely refused.

Offers of hospitality that is more than reasonable in the circumstances and is not viewed as being connected to official Council business or part of the accepted meal at a conference or seminar should be refused or appropriate payment for the hospitality must be made by Council.

Offers of hospitality that is more than reasonable in the circumstances, whether refused or paid by Council, must be recorded in the Council Gifts Register.

7 Awards and prizes won at conferences / seminars

Prizes or awards valued at over \$50 that are won at functions attended at Council's expense, must immediately become the property of Council. The Supreme Court has ruled that such prizes or awards are owned by the person/organisation providing 'consideration' for the attendance. Councillors attending functions as Council representatives, and who make no financial contribution to the attendance, lose entitlement to any award or prize won as a result of attending the function.

Circumstances in which a person may be entitled to keep a prize or award over \$50 are where personal payment has been made for the attendance, or the person pays for a raffle ticket that wins a prize. In each case the recipient has provided consideration for the prize/award and may lay legal claim to its title.

From an ethics point-of-view, recipients of such prizes could potentially be seen as being influenced by the sponsor of the prize. Prizes and awards valued at over \$50 must therefore be reported as soon as possible to the Chief Executive Officer, who must determine the ownership of the item and the appropriate action to be taken, as per this policy.

8 Benefits

A Councillor must not knowingly accept travel or hospitality (including meals, entertainment or accommodation) sponsored wholly or partly by any person, organisation or business, where such acceptance implies an obligation on the recipient. However, reasonable benefits may be accepted in circumstances where it is:

- approved by the Chief Executive Officer;
- provided at a function or event where the Councillor is acting in an official capacity on behalf of Council;
- provided at rates that are openly available to people other than Councillors; or
- of value less than \$50 and by reason of its triviality could not be construed as creating an obligation.

9 Campaign donation returns

Division 10 of the Act outlines the requirements in relation to Campaign Donation Returns.

Section 309 – Certain gifts not to be accepted

- (1) *It is unlawful for a candidate or a person acting on behalf of a candidate to receive during the donation period a gift made to or for the benefit of the candidate, being a gift the amount or value of which is equal to or exceeds the gift disclosure threshold unless –*
- (a) *the name and address of the person making the gift are known to the person receiving the gift; or*
 - (b) *at the time when the gift is made—*
 - (i) *the person making the gift gives to the person receiving the gift the person's name and address; and*
 - (ii) *the person receiving the gift has no grounds to believe that the name and address so given are not the true name and address of the person making the gift.*

10 Conflict of interest

Gifts must not be accepted which give the appearance of a past, present or future conflict of interest.

Section 128 of the Act provides that one or more gifts with a total value of, or more than, \$500 received within the preceding 5 years gives rise to a material conflict of interest and the person

who received the gifts must not be involved in any Council decision relating to the person or entity who gave the gifts.

11 Refusal of gift, benefit or hospitality

Where a gift is politely refused, to reduce the possibility of causing offence, Councillors are encouraged to make reference to this Policy and the importance of transparent and ethical behaviours.

If a Councillor refuses a gift on the basis that they believe the gift was a deliberate attempt to receive 'preferential treatment', the Chief Executive Officer must be advised immediately.

Multiple gifts from the same person/organisation are considered inappropriate and should not be accepted.

12 Declaration of gift, benefit or hospitality

Any gift, benefit, hospitality, award or prize that must be declared is to be done by using the Declaration of Gifts Form and the details recorded in the Council Gift Register. The Council Gifts Register is administered by the Chief Executive Officer. It is the individual's responsibility to complete the appropriate form and forward it to the Chief Executive Officer within 14 days of receipt of the gift (or if the gift is received overseas within 14 days of returning to Australia). In accordance with this Policy, certain gifts refused must also be disclosed.

All Councillors must declare any gifts received, of the value of \$500 and above, on their Personal Interests Returns for any gifts received during the period of the return, section 9 *Local Government (Governance and Integrity) Regulations 2020*.

12.1 Council Gift Register

The CEO maintains a Gifts Register which is available for public inspection on request.

13 Disposal of gifts

The Chief Executive Officer may dispose of gifts by any of the following methods:

- Return to the original recipient
- Return to sender
- Disposal by resolution of Council
- Transfer as a gift to a recognised charity or community group
- Reduction to scrap
- Destruction

If a gift does not have a public value or is not of particular significance regarding its historical, cultural or protocol value, or was given to a Councillor by virtue of the discharge of that person's duties, the recipient may, at the discretion of the Chief Executive Officer, buy the gift from Council. The purchase price must be the manufacturer's wholesale value of the gift in the place of origin at the time of purchase as determined by the Chief Executive Officer. If there is difficulty in assessing the value, a valuation must be obtained by Council from an appropriately experienced person or body.

14 Policy breaches

Breach of this policy may lead to disciplinary action under the Councillor Code of Conduct. Further, a breach of the Act may lead to prosecution.

15 The GIFT test

Developed by the Victorian State Services Commission, the GIFT test (Appendix 2) is a good example of what Councillors should think about when deciding whether to accept or refuse a gift, benefit or hospitality.

16 Administrative updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

17 Related documents

Local Government Act 2020

Hindmarsh Shire Council Councillor Code of Conduct

Declaration of Gifts Form – available on SharePoint

18 Human rights charter

This policy is consistent with the *Charter of Human Rights and Responsibilities Act 2006*.

19 Version history

| | | | |
|---|------------------|-----------------------------|--|
| Councillor Gifts and Hospitality Policy | | Policy Category | Council |
| Version Number | 02 | Policy Status | ADOPTED |
| Approved/Adopted By | COUNCIL | Approved/Adopted on: | |
| Responsible Officer | CEO | | |
| Version History | Date | Version | Description |
| | 06 December 2021 | 01 | Initial policy |
| | | 02 | Policy updated in line with <i>Local Government Act 2020</i> |
| | | | |

Appendix 1 The GIFT test

Developed by the Victorian State Services Commission, the GIFT test is a good example of what to think about when deciding whether to accept or refuse a gift, benefit or hospitality.

| | | |
|----------|------------------|---|
| G | Giver | <p>Who is providing the gift, benefit or hospitality and what is their relationship to me?</p> <p>Does my role require me to select contractors, award grants, regulate industries or determine government policies?</p> <p>Could the person or organisation benefit from a decision I make?</p> |
| I | Influence | <p>Are they seeking to influence my decisions or actions?</p> <p>Has the gift, benefit or hospitality been offered to me publicly or privately?</p> <p>Is it a courtesy, a token of appreciation or highly valuable?</p> <p>Does its timing coincide with a decision I am about to make?</p> |
| F | Favour | <p>Are they seeking a favour in return for the gift, benefit or hospitality?</p> <p>Has the gift, benefit or hospitality been offered honestly?</p> <p>Has the person or organisation made several offers of the last 12 months?</p> <p>Would accepting it create an obligation to return a favour?</p> |
| T | Trust | <p>Would accepting the gift, benefit or hospitality diminish public trust?</p> <p>How would I feel if the gift, benefit or hospitality became public knowledge?</p> <p>What would my colleagues, family friends or associates think?</p> |

POLICY

Gender Equality Policy



1 Purpose

The purpose of this policy is to demonstrate Hindmarsh Shire Council's commitment to promoting and encouraging gender equity and to addressing any gender imbalances that may exist within the Council workplace and within the municipal community.

Hindmarsh Shire Council commits to ensuring that everyone in the Hindmarsh Municipality, regardless of their gender identity have access to equal power, resources and opportunities, and are treated with dignity, respect and fairness.

This Policy Statement establishes the expectation that gender equality is considered and prioritised in all current and future Council planning, policy, service delivery and practice.

2 Scope

This policy applies to all Councillors and Council employees.

3 Definitions

| | |
|----------------|--|
| CEO | means Chief Executive Officer of Hindmarsh Shire Council |
| Council | means the Hindmarsh Shire Council |
| HSC | Hindmarsh Shire Council |

4 Gender equality principles

Council commits to the following the *Gender Equality Act 2020's* gender equality principles:

- 1) All Victorians should live in a safe and equal society, have access to equal power, resources and opportunities and be treated with dignity, respect and fairness.
- 2) Gender equality benefits all Victorians regardless of gender.
- 3) Gender equality is a human right and precondition to social justice.
- 4) Gender equality brings significant economic, social and health benefits for Victoria.
- 5) Gender equality is a precondition for the prevention of family violence and other forms of violence against women and girls.
- 6) Advancing gender equality is a shared responsibility across the Victorian community.
- 7) All human being regardless of gender, should be free to develop their professional careers and make choices about their lives without being limited by gender stereotypes, gender roles or prejudices.

- 8) Gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes.
- 9) Women have historically experienced discrimination and disadvantage on the basis of sex and gender.
- 10) Special measures may be necessary to achieve gender equality.

5 Gender equality indicators

Council will utilise the following indicators to measure gender-related changes over a period of time:

- Gender composition of all levels of the workforce and governing bodies such as Community Asset committees.
- Equal remuneration for work of equal or comparable value across all levels of the workforce irrespective of gender.
- Levels of sexual harassment in the workplace.
- Recruitment and promotion practices in the workplace.
- Availability and utilisation of terms, conditions and practices relating to family violence leave, flexible working arrangements, working arrangements supporting employees with family or caring responsibilities, gendered segregation within the workplace and any other prescribed matters.

6 Communication

This policy will be placed on Council's website.

7 Responsibility

Policy Owner: Chief Executive Officer

8 Supporting documents

| |
|--|
| Legislation |
| <i>Charter of Human Rights and Responsibilities Act 2006</i> |
| <i>Gender Equality Act 2020</i> |
| <i>Local Government Act 2020</i> |

9 Document control

| | | | |
|--|-------------|-----------------------------|--------------------|
| Hindmarsh Shire Council Gender Equality Policy | | Policy Category | COUNCIL |
| Version Number | 01 | Policy Status | DRAFT |
| Approved/Adopted By | | Approved/Adopted on: | |
| Responsible Officer | CEO | Review Date: | |
| Version History | Date | Version | Description |

| | | | |
|--|----------------|-----|------------|
| | September 2020 | 1.0 | New Policy |
| | | | |

GUIDELINES



Gender Equality Guidelines

1 Objective

Council, in developing policies, programs and delivering services to the public, that have a direct and/or significant impact on the public must consider, promote and take necessary and proportionate action towards achieving gender equality. This Guideline outline the processes required by Council to be compliant with the *Gender Equality Act 2020*.

2 Responsibility

The Chief Executive Officer is responsible for implementing and actioning procedures relating to Gender Equality to ensure compliance, reporting and timelines are met.

3 Step 1 – Gender Equality Impact Assessment

Council must undertake a gender impact assessment when developing or reviewing any policy, program or service that has a direct and significant impact on the public.

The assessment must incorporate the process and format used to undertake the impact assessment and include the following –

- a) assess the effects that the policy, program or service may have on persons of different genders; and
- b) state how the policy, program or service will be developed or varied in order to—
 - (i) meet the needs of persons of different genders; and
 - (ii) address gender inequality; and
 - (iii) promote gender equality; and
- c) if practicable, take into account that gender inequality may be compounded by disadvantage or discrimination that a person may experience on the basis of any of the following-
 - (i) Aboriginality;
 - (ii) age;
 - (iii) disability;
 - (iv) ethnicity;
 - (v) gender identity;
 - (vi) race;
 - (vii) religion;

(viii) sexual orientation.

4 Step 2 – Workplace Gender Equality Audit

Council must undertake a workplace gender audit before developing a Gender Equality Action Plan. The audit must assess the state and nature of gender inequality as at 30 June in the Gender Equality Action Plan report year to which the audit relates, having regard to the following-

- a) workplace gender equality indicators:
 - (i) gender composition of all levels of the workforce
 - (ii) gender composition of governing bodies
 - (iii) equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender
 - (iv) sexual harassment in the workplace
 - (v) recruitment and promotion practices in the workplace
 - (vi) availability and utilisation of terms, conditions and practices relating to—
 - family violence leave; and
 - flexible working arrangements; and
 - working arrangements supporting employees with family or caring responsibilities
 - (vii) gendered segregation within the workplace
 - (viii) any other prescribed matters.
- b) any gender equality targets or gender equality quotas set
- c) the disadvantage or discrimination that a person may experience on the basis of any of the following in addition to gender inequality-
 - (i) Aboriginality;
 - (ii) age;
 - (iii) disability;
 - (iv) ethnicity;
 - (v) gender identity;
 - (vi) race;
 - (vii) religion;
 - (viii) sexual orientation;
- d) any other matters that the CEO considers relevant
- e) must incorporate the process and format used to undertake the audit
- f) gender-disaggregated data; and
- g) if available, data about Aboriginality, age, disability, ethnicity, gender identity, race, religion and sexual orientation.

The following factors must be taken into account in determining whether Council has made reasonable and material progress in relation to the above Gender Equality Indicators-

- a) the size of Council and number of employees
- b) the nature and circumstances of Council, including any barriers to making progress
- c) requirements that apply to Council under any other Act
- d) Council's resources
- e) Council's operational priorities and operational obligations
- f) the practicability and cost to Council of making progress
- g) genuine attempts made by Council to make progress.

5 Step 3 – Preparing a Gender Equality Action Plan

In preparing the Hindmarsh Shire Council Gender Equality Action Plan, Council must take into account the gender equality principles, consult with employees and any other relevant stakeholders.

The CEO must prepare and include the following-

- a) results of the workplace gender audit
- b) strategies (actions) and measures for promoting and improving gender equality.

Council must allocate adequate resources to the development and implementation of the Gender Equality Action Plan.

6 Step 4 – publication and submission of plan

Council must submit a Gender Equality Action Plan to the Commissioner on or before the 31 October in each Gender Equality Action Plan reporting year.

Within a reasonable time after submitting the Gender Equality Action Plan Council must publish the plan on its website and notify Council and employees.

The Gender Equality Action Plan is only accepted if the following criteria is met and the Commission is satisfied-

- a) the report or document includes the matters set out in step 3
- b) the report or document has been prepared no more than 12 months before the Start of the Gender Equality Action Plan reporting year
- c) The Gender Equality Action Plan has been published on Council's website and Council and employees have been notified of the publication.

If the Gender Equality Action Plan requires an amendment the plan will need to be resubmitted to the Commissioner and again, publish the amended plan on Council's website and notify Council and employees.

7 Step 5 – Gender Equality Progress Reports

Council must submit a progress report to the Commissioner on or before 31 October in every second year after submitting a Gender Equality Action Plan.

The progress report must in relation to any gender impact assessment undertaken by Council within the relevant period-

- a) identify the policy, program or service that was the subject of the assessment and report on
 - o how the policy, program or service was varied in order to meet the needs of different genders
 - o how it addressed gender inequality
 - o promote gender equality
- b) report on Council's progress within the relevant period in relation to the strategies and measures set out in the Plan
- c) demonstrate Council's progress in relation to the indicators and meeting of targets and quotas
- d) must incorporate the process and format used to undertake the progress report.

*Council must not identify or report on a policy, program or service that includes information that would be an exempt document under the FOI Act 1982 or any other provision of another enactment or relating to confidential information.

8 Compliance

The Commission may issue a compliance notice to Council if the Commission reasonably believes that Council has failed to comply with the Act.

9 Communication

The guidelines will be placed on Council's website.

10 Responsibility

Owner: Chief Executive Officer

11 Supporting documents

| |
|---|
| Legislation |
| <i>Charter of Human Rights and Responsibilities Act 2006</i> |
| <i>Gender Equality Act 2020</i> |
| <i>MAV Creating a Place for Women in Sport – a gender equity self assessment for sport and recreation clubs</i> |

12 Document control

| | | | |
|---|----------------|-----------------------------|--------------------|
| Hindmarsh Shire Council Gender Equality Policy and Guidelines | | Policy Category | COUNCIL |
| Version Number | 01 | Policy Status | DRAFT |
| Approved/Adopted By | | Approved/Adopted on: | |
| Responsible Officer | CEO | Review Date: | |
| Version History | Date | Version | Description |
| | September 2020 | 1.0 | New Policy |
| | | | |



HINDMARSH SHIRE COUNCIL

FINANCIAL REPORT

**FOR THE PERIOD ENDING
31 December 2020**

**Hindmarsh Shire Council
Management Financial Report
For the period ending 31 December 2020**

COMMENTARY

General

This report is for the period ending 31 December 2020 .

The Financial report provides financial reporting and variances against budget. This report incorporates Year to Date actual and variance figures for the six months up to 31 December 2020.

Dashboard

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

Executive Summary & Ratios

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

Financials

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

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

Comprehensive Income Statement

The Comprehensive Income Statement shows an operating surplus for the period 1 July 2020 to 31 December 2020 of \$5,203,633 compared to a budgeted surplus of \$4,007,044.

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

Balance Sheet and Cash Flow

Cash and cash equivalents at 31 December 2020 shows a balance of \$11,942,210.

Capital Expenditure

This report shows Capital works expenditure for the period 1 July 2020 to 31 December 2020.

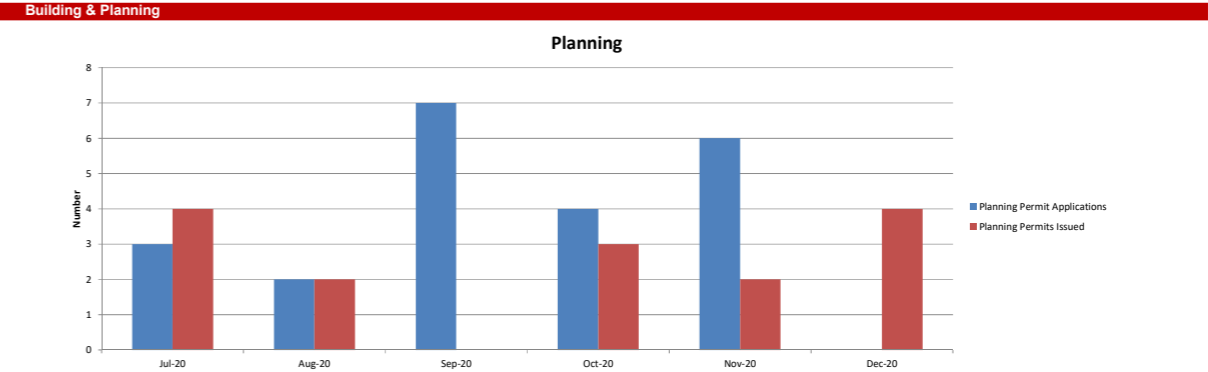
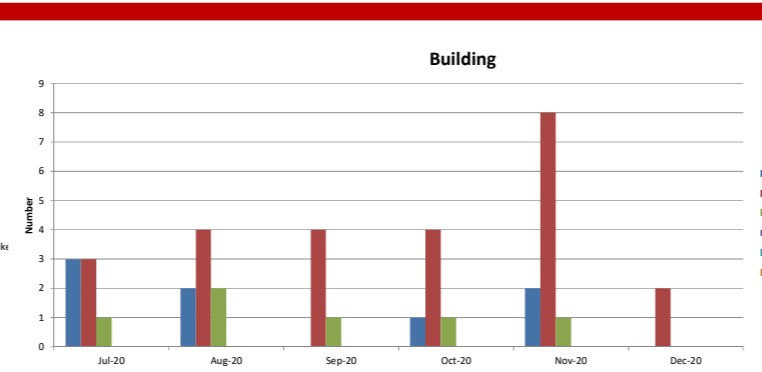
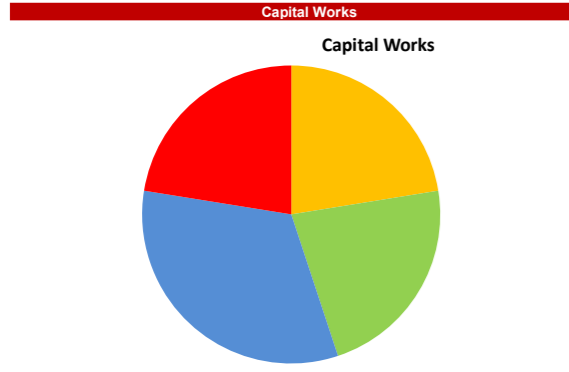
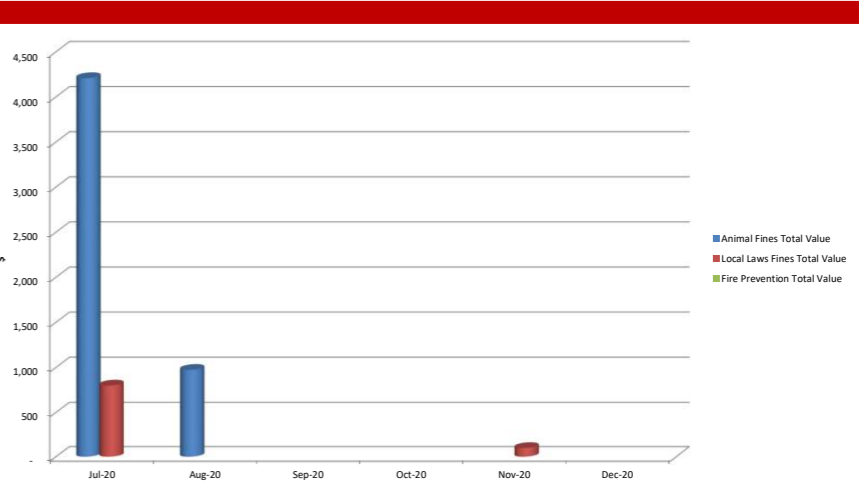
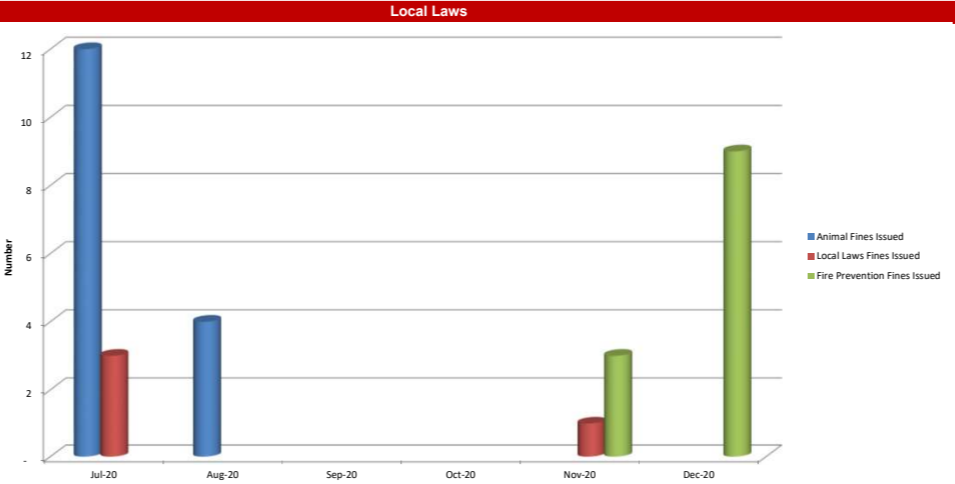
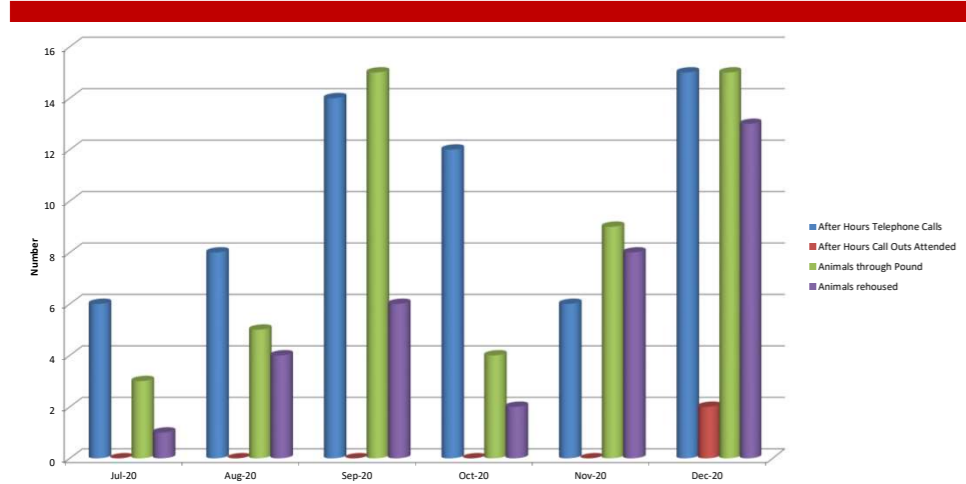
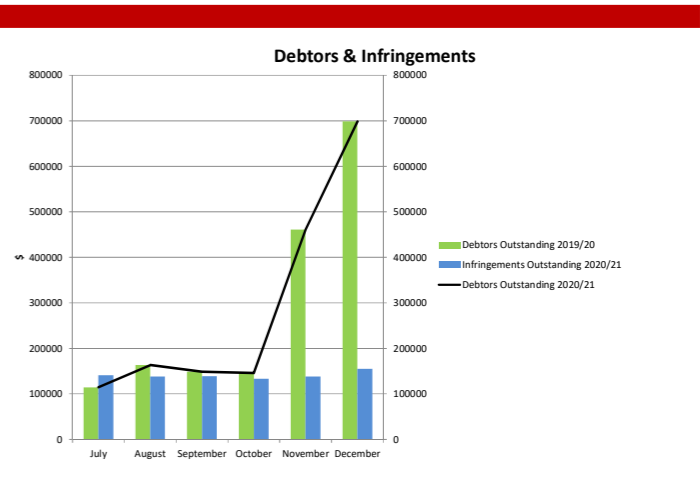
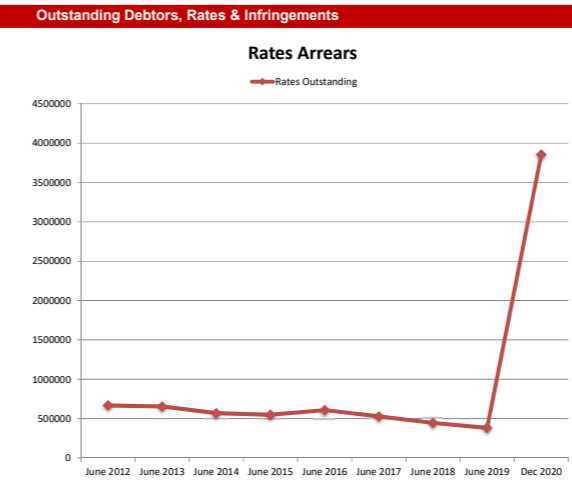
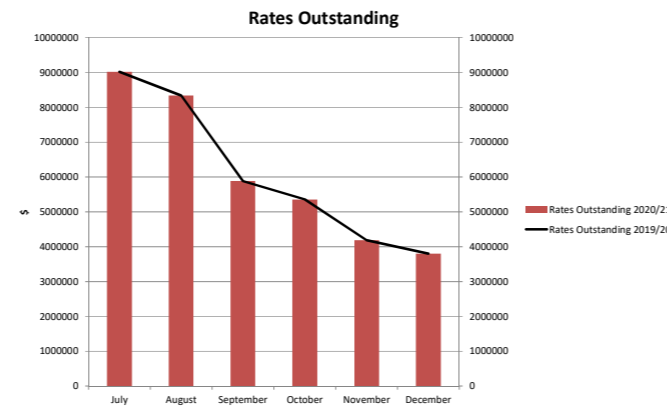
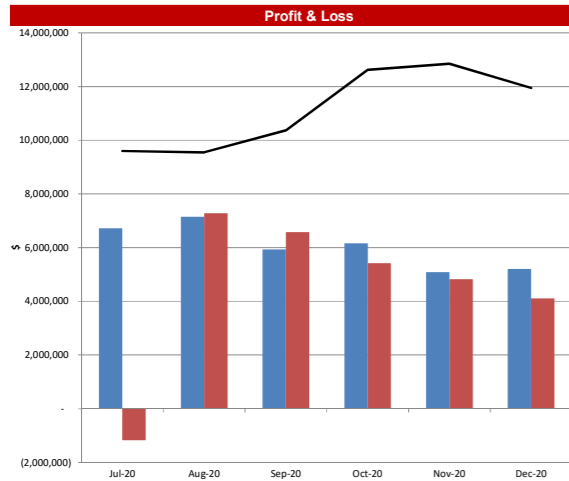
Local Government Performance Reporting

This report shows Councils results against the Local Government Performance Reporting Service Performance Measures, Sustainability Capacity Indicators and Financial Performance Indicators for the period 1 July to 31 December 2020.

Explanations have been provided where necessary.



Hindmarsh Shire Council Performance Dashboard For the period ending 31 December 2020

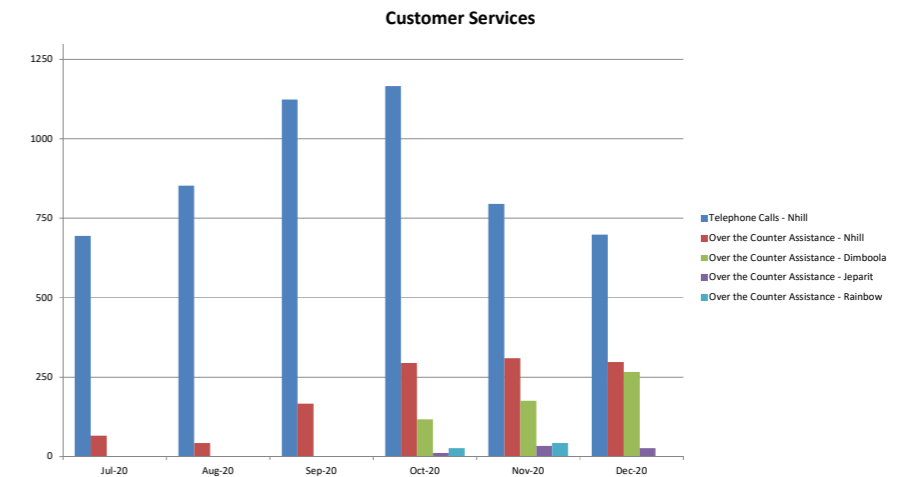
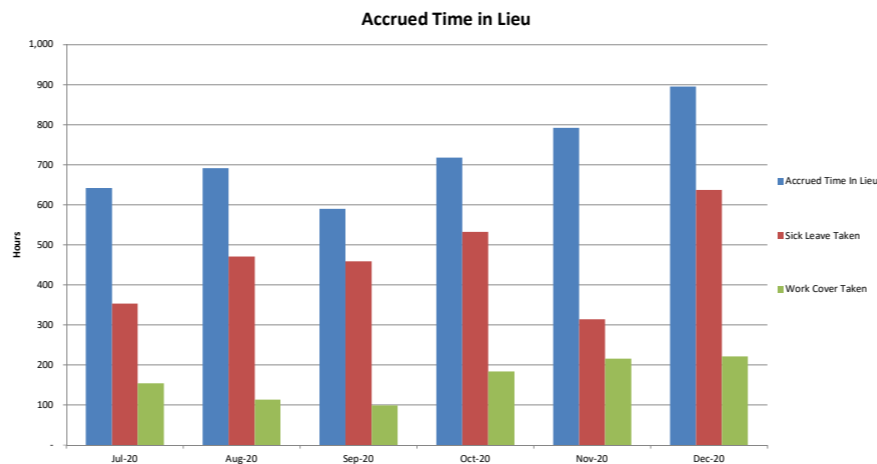
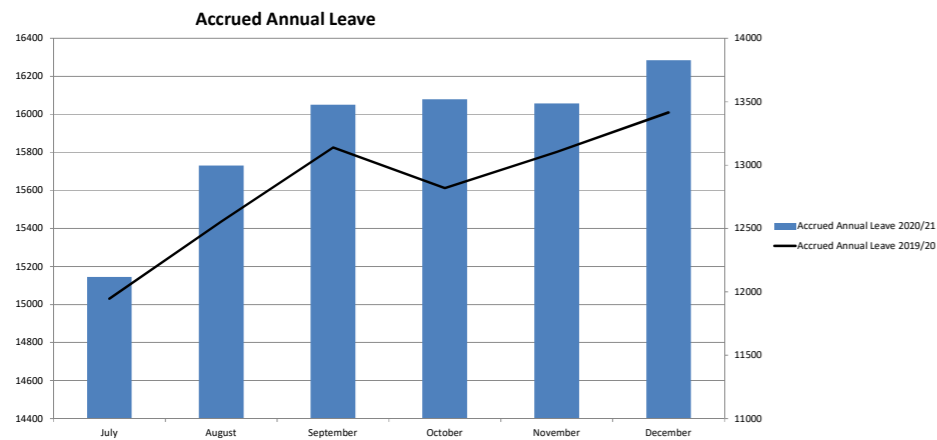




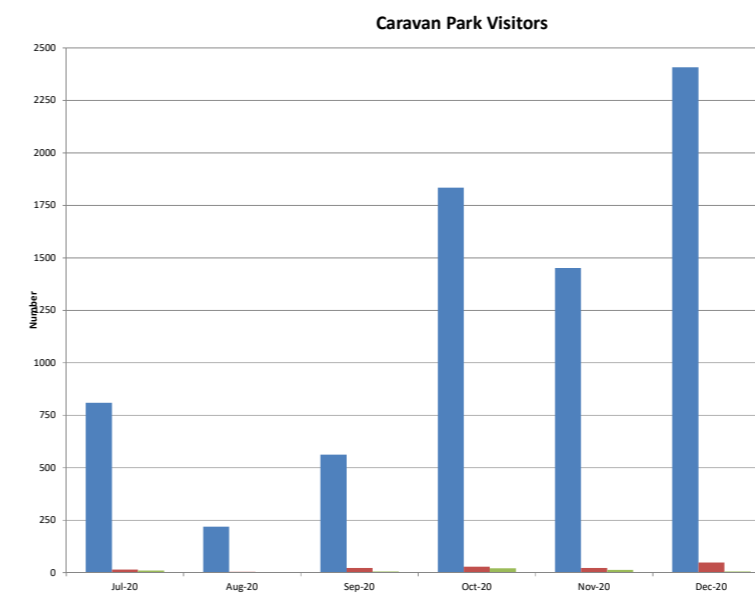
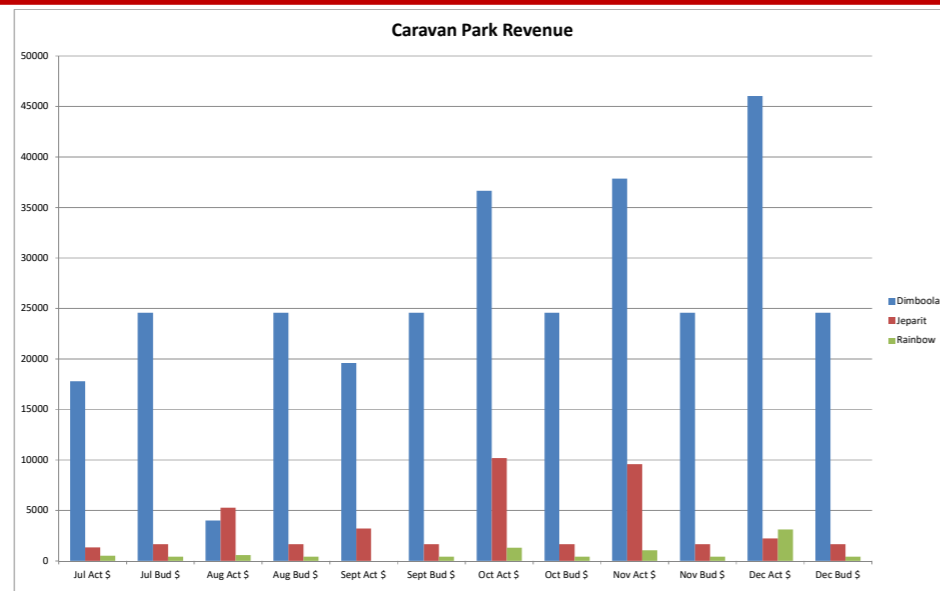
Hindmarsh Shire Council Performance Dashboard
For the period ending 31 December 2020
(Continued)

Human Resources

Customer Services



Caravan Parks



Nhill Memorial Community Centre

No activity at Nhill Memorial Community Centre during July to December due to COVID-19 Restrictions

**Hindmarsh Shire Council
Executive Summary
As at 31 December 2020**

| | Actual YTD December 2020 | Budget YTD December 2020 | Indicator |
|--|-------------------------------------|-------------------------------------|------------------|
| Rates & Charges Collected | 5,551,630 | 4,516,582 | |
| Income Statement Operating Surplus/(Deficit) | 5,203,633 | 4,107,044 | |
| Adjusted Underlying Surplus/(Deficit) | 3,576,601 | 2,684,405 | |
| Cash & Investments | 11,942,210 | | |
| Rates Debtors | 3,835,239 | | |
| Sundry Debtors | 270,707 | | |
| Infringement Debtors | 155,020 | | |
| Balance Sheet Working Capital | 14,214,315 | | |
| Total Operating Revenue | 15,090,346 | 14,129,543 | |
| Total Operating Expenditure | 9,886,713 | 10,022,499 | |
| Capital Works Expenditure | 2,824,368 | 3,957,386 | |
| | | | |
| | | | |

Indicator Legend

| | |
|--|----------------------------|
| | No action required |
| | Requires active monitoring |
| | Immediate action required |

**Hindmarsh Shire Council
Ratio Summary
As at 31 December 2020**

| | Actual YTD | Budget | Indicator |
|--|------------|--------|-----------|
| Working Capital (This ratio identifies if the Council has sufficient Current Assets to meet its due debts with a safety margin. A generally acceptable current ratio is 2 to 1.) | 610% | 106% | |
| Asset Renewal (This ratio identifies councils expenditure renewing assets compared to the depreciation of the asset) | 88% | 131% | |
| Own Source Revenue Coverage Ratio (This ratio is the measurement of a Council's ability to cover its costs through its own revenue efforts.) | 109% | 59% | |
| Operating Surplus Ratio (This ratio is a measure of a Council's ability to cover its operational costs and have revenues available for capital funding or other purposes.) | 26% | -5% | |
| Liquidity (This ratio is the measurement of a Council's current assets compared to current liabilities.) | 428% | 414% | |
| Unrestricted Cash (This ratio is the measurement of a Council's cash compared to current liabilities.) | 428% | 371% | |
| Indebtedness (This ratio is the measurement of a Council's non-current liabilities compared to own source revenue.) | 2% | 2% | |
| Rates Concentration (This ratio is the measurement of a Council's rate revenue compared to total revenue.) | 68% | 64% | |
| Cash Expense Ratio (months) (This ratio indicates (in months) how long Council can continue to undertake operations without any revenue being received.) | 10.19 | | |

Indicator Legend

| | |
|--|----------------------------|
| | No action required |
| | Requires active monitoring |
| | Immediate action required |

Hindmarsh Shire Council
Comprehensive Income Statement
For The Period Ended 31 December 2020

| | YTD Actual \$ | YTD Budget \$ | YTD Variance \$ | Ref |
|--|-------------------------|-------------------------|-------------------------|-----|
| Income | | | | |
| Rates and charges | 9,004,970 | 9,033,163 | (28,193) | 1 |
| Statutory fees and fines | 30,878 | 10,494 | 20,384 | |
| User fees & Reimbursements | 723,680 | 680,616 | 43,064 | 2 |
| Contributions - cash | 223,608 | 26,283 | 197,325 | 3 |
| Grants - operating (recurrent) | 1,643,764 | 1,529,804 | 113,960 | 4 |
| Grants - operating (non-recurrent) | 699,283 | 258,234 | 441,049 | 5 |
| Grants - capital (recurrent) | 334,585 | 540,180 | (205,595) | 6 |
| Grants - capital (non-recurrent) | 1,627,032 | 1,150,139 | 476,893 | 7 |
| Net gain/(loss) on disposal of property, infrastructure, plant and equipment | 0 | 272,500 | (272,500) | 8 |
| Interest | 30,197 | 39,984 | (9,787) | |
| Other income | 772,349 | 588,146 | 184,203 | 9 |
| Total Income | <u>15,090,346</u> | <u>14,129,543</u> | <u>960,803</u> | |
| Expenses | | | | |
| Employee costs | 3,952,831 | 3,981,104 | (28,273) | 10 |
| Materials and services | 2,259,792 | 2,482,885 | (223,093) | 11 |
| Depreciation | 2,851,865 | 2,748,372 | 103,493 | 12 |
| Other expenses | 822,225 | 810,138 | 12,087 | |
| Total expenses | <u>9,886,713</u> | <u>10,022,499</u> | <u>(135,786)</u> | |
| Share of net profits/(losses) of associates and joint ventures accounted for by the equity method | - | - | - | |
| Surplus (deficit) for the year to date | <u>5,203,633</u> | <u>4,107,044</u> | <u>1,096,589</u> | |
| Net asset Revaluation increment / (decrement) | - | - | - | |
| Comprehensive result | <u><u>5,203,633</u></u> | <u><u>4,107,044</u></u> | <u><u>1,096,589</u></u> | |

Comprehensive Income Statement
Explanation of material variations
For The Period Ended 31 December 2020

| Variance Ref | Item | Explanation |
|-----------------|--|---|
| 1 | Rates & Charges | Rates and charges are slightly lower than budget due to the windfarm invoice not being raised at 31 December 2020. |
| 2 | User fees & Reimbursements | User fees and reimbursements are higher than budgeted due to timing of invoices for aged and disability services as well as the receipt of the health registration fees for 2020/21. Caravan park income is higher than budgeted while the income for use of the community centres and halls is lower than expected due to Covid-19. |
| 3 | Contributions - cash | Contributions cash is higher than budget due to funds received from the disbanding of the Nhill, Dimboola and Rainbow Community Committees. |
| 4 | Grants - operating (recurrent) | Grants - operating (recurrent) is higher than budgeted due to the receipt of unbudgeted grants for Facilitated playgroups and a Victorian Fisheries Authority Grant. Aged Care (HACC) grants are higher than budgeted due to the timing of the payment of the grants. Yet to be received is the Library grant and a grant for Roadside Weeds and Pests. |
| 5 | Grants - Operating (non-recurrent) | Grants - Operating (non recurrent) is higher than budgeted due to the receipt of unbudgeted grants such as the Outdoor Dining grant. The working for Victoria grant is higher than budgeted due to the timing of payments. |
| 6 | Grants - capital (recurrent) | Grants - capital (recurrent) is lower than budgeted due to the timing of receipt of the Roads to Recovery grant. |
| 7 | Grants - Capital (non-recurrent) | Grants - Capital (non recurrent) is higher than budgeted due to the receipt of unbudgeted grants such as the Living Libraries grant and the Public Safety Infrastructure grant. |
| 8 | Net Gain/(Loss) on disposal of property, infrastructure, plant and equipment | Plant and Equipment replacement, including sales, has yet to commence in 2020/2021. |
| 9 | Other Income | Additional income has been received through internal recovery in the operation of the quarry and plant. |
| 10 | Employee Costs | Wages and Salaries are lower than anticipated due to a number of variances including reduced annual leave taken, this is a result of the COVID-19 pandemic. |

- | | | |
|----|------------------------|--|
| 11 | Materials and Services | Due to Covid-19, expenditure across many areas of Council, including recreation facilities, caravan parks and quarry operations are lower than budgeted. Invoices have not yet been received from Wimmera Mallee Waste for December. |
| 12 | Depreciation | A full reconciliation of depreciation is undertaken as part of the end of year processes. |

**Hindmarsh Shire Council
Balance Sheet
As at 31 December 2020**

| | YTD Actual 2020/21 \$ | Actual 2019/20 \$ | Ref |
|--|-----------------------------|-------------------------|-----|
| Current assets | | | |
| Cash and cash equivalents | 11,942,210 | 11,032,908 | |
| Rates and other receivables | 4,708,492 | 999,207 | 1 |
| Other assets & Inventories | 352,391 | 577,271 | |
| Total current assets | <u>17,003,094</u> | <u>12,609,386</u> | |
| Non-current assets | | | |
| Investments in associates by equity method | 410,354 | 410,354 | |
| Infrastructure, Property and Plant and Equipment | 159,799,039 | 162,650,905 | |
| Capital Expenditure 2020/21 | 2,824,368 | 0 | 2 |
| Trade and other receivables | 2,207 | 2,207 | |
| Total non-current assets | <u>163,035,968</u> | <u>163,063,466</u> | |
| Total assets | <u>180,039,062</u> | <u>175,672,852</u> | |
| Current liabilities | | | |
| Trade and other payables | 231,708 | 1,441,019 | 3 |
| Trust Funds and Deposits | 428,659 | 88,530 | 4 |
| Provisions | 2,128,413 | 2,096,617 | |
| Total current liabilities | <u>2,788,780</u> | <u>3,626,166</u> | |
| Non current liabilities | | | |
| Provisions | 258,924 | 258,924 | |
| Total non-current liabilities | <u>258,924</u> | <u>258,924</u> | |
| Total liabilities | <u>3,047,704</u> | <u>3,885,090</u> | |
| Net assets | <u>176,991,358</u> | <u>171,787,762</u> | |
| Equity | | | |
| Accumulated surplus | 69,135,402 | 69,135,439 | |
| Surplus/(Deficit) for period | 5,203,633 | 0 | |
| Asset revaluation reserve | 102,652,323 | 102,652,323 | |
| Total equity | <u>176,991,358</u> | <u>171,787,762</u> | |

Balance Sheet
Explanation of material variations
As at 31 December 2020

| Variance Ref | Item | Explanation |
|-----------------|------------------------------|---|
| 1 | Rates & Other Receivables | Rates and other receivables reflects the total rates outstanding as at 31 December 2020 for the 2020/21 financial year. |
| 2 | Capital Expenditure | Capital Expenditure as at 31 December 2020 was \$2,824,368. Refer to the Capital Works report for further information. |
| 3 | Trade and other payables | Trade and other payables as at 31 December was \$231,708 which is a result of the timing of payments at the end of the month. |
| 4 | Trust Funds and Deposits | As at 31 December 2020 Council holds \$399,838 for the Fire Services Levy which will be remitted during the 2020/21 financial year and \$12,316 in refundable deposits. |

**Hindmarsh Shire Council
Statement of Cash Flows
For The Period Ended 31 December 2020**

Cash Flows from Operating Activities

| Receipts | Inflows/ (Outflows) |
|--|--------------------------------|
| Rates & Charges | 5,551,630 |
| Statutory Fees and Fines | 13,758 |
| User Fees | 254,188 |
| Interest | 30,197 |
| Contributions - Cash | 223,608 |
| Grants - Recurrent | 2,343,013 |
| Net GST refund/(payment) | 77,193 |
| Grants - Non Recurrent | 1,961,617 |
| Trust | 28,596 |
| Other Revenue | 772,349 |
| Payments | |
| Employee Costs | (3,921,036) |
| Other Expenses | (846,644) |
| Suppliers | (2,754,799) |
| Net cash inflow/(outflow) from operating activities | 3,733,670 |

Cash Flows from Investing Activities

| | |
|--|--------------------|
| Payments for Property Plant and Equipment and Infrastructure | (2,824,368) |
| Proceeds from sale of Property Plant and Equipment | - |
| Net cash inflow (outflow) from investing activities | (2,824,368) |

Cash flows from Financing activities

| | |
|--|----------|
| Net cash inflow (outflow) from financing activities | - |
|--|----------|

| | |
|---|-------------------|
| Net increase/(decrease) in cash held | 909,302 |
| Cash at beginning of the period | 11,032,908 |
| Cash at end of the period | 11,942,210 |

Hindmarsh Shire Council
Capital Works
For The Period Ended 31 December 2020

| | YTD Actual \$ | YTD Budget \$ | YTD Variance \$ | Ref |
|--|---------------------|------------------|-----------------------|-----|
| Property | | | | |
| Land | - | - | - | |
| Total Land | - | - | - | |
| Buildings | 833,547 | 346,216 | (487,331) | 1 |
| Total Buildings | 833,547 | 346,216 | 487,331 | |
| Total Property | 833,547 | 346,216 | 487,331 | |
| Plant and Equipment | | | | |
| Plant, machinery and equipment | 43,927 | 1,052,174 | 1,008,247 | 2 |
| Fixtures, fittings and furniture | 42,245 | 99,992 | 57,747 | |
| Total Plant and Equipment | 86,172 | 1,152,166 | 1,065,994 | |
| Infrastructure | | | | |
| Roads | 1,202,284 | 2,000,260 | 797,976 | 3 |
| Bridges | 8,678 | - | (8,678) | |
| Footpaths and cycleways | 338,739 | 48,822 | (289,917) | 4 |
| Drainage | 26,575 | 41,718 | 15,143 | 5 |
| Other infrastructure | 328,373 | 368,204 | 39,831 | 6 |
| Total Infrastructure | 1,904,649 | 2,459,004 | (554,355) | |
| Total Capital Works Expenditure | 2,824,368 | 3,957,386 | 1,133,018 | |
| Represented by: | | | | |
| New asset expenditure | 300,383 | 256,962 | (43,421) | |
| Asset renewal expenditure | 1,182,172 | 3,233,322 | 2,051,150 | |
| Asset expansion expenditure | - | - | - | |
| Asset upgrade expenditure | 1,341,813 | 467,102 | (874,711) | |
| Total Capital Works Expenditure | 2,824,368 | 3,957,386 | 1,133,018 | |

Capital Works
Explanation of material variations
For The Period Ended 31 December 2020

| Variance Ref | Item | Explanation |
|-----------------|--------------------------------|---|
| 1 | Buildings | Work on the Dimboola Library and Dimboola Civic Precinct has continued using carried forward funds. |
| 2 | Plant, machinery and equipment | Replacement of plant and machinery has not yet commenced in 2020/2021. |
| 3 | Roads | Unsealed road construction has been delayed due to the weather. |
| 5 | Footpaths and cycleways | The Wimmera River Discovery trail work has continued using carried forward funds. |
| 6 | Drainage | Drainage is higher than anticipated due to timing works against the budget. |
| 7 | Other | Work has not yet commenced on the Davis Park Renewal Project and tourism signage project. |

Hindmarsh Shire Council
Key Result Area Summary
For The Period Ended 31 Decemberr 2020

Strategic Objective 1: Community Liveability

| Service area | Description of services provided | 2020/21 YTD Actual | 2020/21 YTD Budget | 2020/21 Annual Budget | |
|---|---|------------------------|-----------------------|--------------------------|-----------|
| Community Development | Councils community Development Team works with community groups, organisations and individuals to assist communities reach their aspirations and be healthy, active and engaged. | Operating Expenditure | 103,981 | 103,524 | 177,073 |
| | | Operating Revenue | 196,166 | - | - |
| | | NET Expenses (Revenue) | (92,185) | 103,524 | 177,073 |
| | | Capital Expenditure | 22,335 | - | - |
| Maternal and Child Health Centres | Maintain maternal and child health facilities in Dimboola and Nhill. Council provides support to early years' services through the Municipal Early Years Plan. Council does not provide Maternal and Child Health Services. This | Operating Expenditure | 10,640 | 9,216 | 18,443 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 10,640 | 9,216 | 18,443 |
| | | Capital Expenditure | - | - | - |
| Kindergarten Services | Provision of Kindergarten services in Dimboola, Jeparit, Nhill and Rainbow under contract with Horsham District Kindergarten Association. Council does not directly deliver Kindergarten Services. | Operating Expenditure | 70,620 | 102,606 | 205,275 |
| | | Operating Revenue | 32,489 | 38,868 | 77,762 |
| | | NET Expenses (Revenue) | 38,131 | 63,738 | 127,513 |
| | | Capital Expenditure | 68,116 | 16,254 | 32,522 |
| Youth Services | Improve the wellbeing of and opportunities for youth within the Shire. | Operating Expenditure | 32,165 | 70,302 | 140,640 |
| | | Operating Revenue | 16,068 | 17,248 | 34,500 |
| | | NET Expenses (Revenue) | 16,097 | 53,054 | 106,140 |
| | | Capital Expenditure | - | - | - |
| Aged & Disability Services | Council's Aged and Disability Services aim to support people in their own homes and communities by providing services that promote and maintain independence. The program assists frail older people, people with a disability and their carers. These services provide | Operating Expenditure | 517,562 | 434,418 | 869,150 |
| | | Operating Revenue | 605,561 | 418,872 | 838,099 |
| | | NET Expenses (Revenue) | (87,999) | 15,546 | 31,051 |
| | | Capital Expenditure | - | - | - |
| Health Promotion | To protect and enhance the health of the community. | Operating Expenditure | 94,910 | 58,248 | 116,544 |
| | | Operating Revenue | 30,584 | 14,787 | 29,587 |
| | | NET Expenses (Revenue) | 64,326 | 43,461 | 86,957 |
| | | Capital Expenditure | - | - | - |
| Libraries | Provision of permanent library services in Dimboola and Nhill, and improving services to Jeparit and Rainbow. | Operating Expenditure | 145,417 | 148,296 | 296,679 |
| | | Operating Revenue | 436,968 | 223,646 | 667,369 |
| | | NET Expenses (Revenue) | (291,551) | (75,350) | (370,690) |
| | | Capital Expenditure | 786,100 | 180,000 | 225,000 |
| Arts, Culture and Community Events | Promote and support activities relating to arts, culture and community events throughout the Shire. | Operating Expenditure | 31,247 | 46,794 | 93,642 |
| | | Operating Revenue | 36,086 | - | - |
| | | NET Expenses (Revenue) | (4,839) | 46,794 | 93,642 |
| | | Capital Expenditure | - | - | - |
| Recreation Programs | Providing a range of recreation programs that encourage an active and healthy life. | Operating Expenditure | 6,829 | 6,954 | 13,909 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 6,829 | 6,954 | 13,909 |
| | | Capital Expenditure | - | - | - |
| Public Order & Safety | Educate the community about public order and safety and enforce Council's compliance with the local laws when required. Operate the school crossing on the Western Highway in Nhill and maintain school crossings throughout the Shire. | Operating Expenditure | 126,249 | 106,710 | 213,517 |
| | | Operating Revenue | 24,753 | 43,314 | 86,674 |
| | | NET Expenses (Revenue) | 101,496 | 63,396 | 126,843 |
| | | Capital Expenditure | - | - | - |

| Service area | Description of services provided | 2020/21 YTD Actual | 2020/21 YTD Budget | 2020/21 Annual Budget | |
|--------------|---|------------------------|-----------------------|--------------------------|--------|
| Early Years | Lead a joint effort that will give Hindmarsh children the best start in life, working collaboratively with community and early years providers. | Operating Expenditure | 17,435 | 17,928 | 35,868 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 17,435 | 17,928 | 35,868 |
| | | Capital Expenditure | - | - | - |

Strategic Objective 2: Built & Natural Environment

| Service area | Description of services provided | 2020/21 YTD Actual | 2020/21 YTD Budget | 2020/21 Annual Budget | |
|----------------------------------|---|------------------------|-----------------------|--------------------------|--------------|
| Local Roads & Bridges | Provide safe, all weather access to residences and allow for efficient transport of goods to and from the Shire. • The aim of the road network is to provide property access for local traffic. Council endeavours to provide all-weather access to existing residential homes and dry weather access roads to non-residential | Operating Expenditure | 2,670,999 | 2,597,160 | 5,196,370 |
| | | Operating Revenue | 924,984 | 1,080,578 | 2,161,591 |
| | | NET Expenses (Revenue) | 1,746,015 | 1,516,582 | 3,034,779 |
| | | Capital Expenditure | 1,210,961 | 2,000,260 | 3,310,940.00 |
| Drainage Management | Well maintained, fit for purpose drainage systems within townships. | Operating Expenditure | 259,073 | 288,834 | 577,915 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 259,073 | 288,834 | 577,915 |
| | | Capital Expenditure | 26,575 | 41,718 | 53,447 |
| Paths & Trails | Well maintained pedestrian access, including disabled access to critical and popular destinations around our townships. | Operating Expenditure | 126,336 | 125,664 | 251,409 |
| | | Operating Revenue | - | 366,102 | 732,500 |
| | | NET Expenses (Revenue) | 126,336 | (240,438) | (481,091) |
| | | Capital Expenditure | 354,961 | 48,822 | 194,861 |
| Tree Management | Conduct maintenance, inspections and replanting works on Council road reserves, parks and gardens, and recreation reserves. | Operating Expenditure | 222,947 | 171,018 | 342,181 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 222,947 | 171,018 | 342,181 |
| | | Capital Expenditure | - | - | - |
| Town Beautification | Maintain and redevelop public open spaces in Dimboola, Jeparit, Nhill and Rainbow. | Operating Expenditure | 287,603 | 360,708 | 721,681 |
| | | Operating Revenue | 6,000 | 9,768 | 19,539 |
| | | NET Expenses (Revenue) | 281,603 | 350,940 | 702,142 |
| | | Capital Expenditure | - | 27,998 | 36,002 |
| Community Centres & Public Halls | Maintenance, renewal and upgrade of Council-owned and controlled community centres and halls, and support of communities that undertake these activities on behalf of Council. To protect and enhance the health of the community. | Operating Expenditure | 115,766 | 170,898 | 341,959 |
| | | Operating Revenue | 557 | 14,994 | 30,000 |
| | | NET Expenses (Revenue) | 115,209 | 155,904 | 311,959 |
| | | Capital Expenditure | 17,092 | 49,980 | 100,000 |
| Recreation Facilities | Maintenance, renewal and upgrade of Council owned and controlled recreational land, buildings and facilities. Council also supports groups that undertake these activities on behalf of Council. | Operating Expenditure | 303,919 | 470,234 | 932,784 |
| | | Operating Revenue | 382,922 | 1,500 | 3,001 |
| | | NET Expenses (Revenue) | (79,003) | 468,734 | 929,783 |
| | | Capital Expenditure | 200,803 | 209,976 | 420,000 |
| Waste Management | Management of Council's transfer stations and collection and disposal of domestic waste and recyclables across the Shire. | Operating Expenditure | 548,717 | 628,236 | 1,256,947 |
| | | Operating Revenue | 1,159,312 | 1,146,409 | 1,211,056 |
| | | NET Expenses (Revenue) | (610,595) | (518,173) | 45,891 |
| | | Capital Expenditure | - | - | - |

| Service area | Description of services provided | | 2020/21 | 2020/21 | 2020/21 |
|--------------------------|---|------------------------|------------|------------|---------------|
| | | | YTD Actual | YTD Budget | Annual Budget |
| Quarry Operations | Management of Council-owned and controlled quarries and gravel pits for extraction of gravel for road making. | Operating Expenditure | 159,471 | 196,878 | 393,898 |
| | | Operating Revenue | 289,702 | 196,170 | 392,500 |
| | | NET Expenses (Revenue) | (130,231) | 708 | 1,398 |
| | | Capital Expenditure | - | - | - |
| Waterway Management | Management of Council-controlled waterways including weir pools and lakes. | Operating Expenditure | 32,526 | 39,378 | 78,777 |
| | | Operating Revenue | 20,390 | - | - |
| | | NET Expenses (Revenue) | 12,136 | 39,378 | 78,777 |
| | | Capital Expenditure | - | - | - |
| Environmental Management | Manage, protect and enhance Council's natural assets in conjunction with Government departments and environmental groups. | Operating Expenditure | 54,281 | 85,356 | 170,763 |
| | | Operating Revenue | - | 37,482 | 75,000 |
| | | NET Expenses (Revenue) | 54,281 | 47,874 | 95,763 |
| | | Capital Expenditure | - | - | - |
| Fire Prevention | Identification of potential fire hazards and prevention of loss of life and property caused by fire. | Operating Expenditure | 74,336 | 46,716 | 93,460 |
| | | Operating Revenue | 23,240 | 7,596 | 15,200 |
| | | NET Expenses (Revenue) | 51,096 | 39,120 | 78,260 |
| | | Capital Expenditure | - | - | - |

Strategic Objective 3: Competitive and Innovative Economy

| Service area | Description of services provided | | 2020/21 | 2020/21 | 2020/21 |
|-----------------------------------|--|------------------------|------------|------------|---------------|
| | | | YTD Actual | YTD Budget | Annual Budget |
| Economic Development | Facilitate an environment that is conducive to a sustainable and growing local business sector and provides opportunities for residents to access employment. | Operating Expenditure | 96,579 | 91,000 | 182,035 |
| | | Operating Revenue | 250,000 | 2,700 | 5,400 |
| | | NET Expenses (Revenue) | (153,421) | 88,300 | 176,635 |
| | | Capital Expenditure | 3,230 | 50,000 | 100,000 |
| Tourism | To develop a thriving Wimmera Mallee Tourism industry predominantly based on, but not limited to, the Shire's heritage and environmental assets. | Operating Expenditure | 129,517 | 60,357 | 241,493 |
| | | Operating Revenue | 32,500 | - | - |
| | | NET Expenses (Revenue) | 97,017 | 120,714 | 241,493 |
| | | Capital Expenditure | - | 31,875 | 43,232 |
| Private Works | Provision of private civil works services. • Provide quotations for private works undertaken by Council's works department to residents, contractors and other authorities. • Potential private works include grading of farm driveways, grading of fence lines, construction of driveway cross-overs, and supply of | Operating Expenditure | 117,940 | 211,488 | 423,109 |
| | | Operating Revenue | 173,210 | 172,716 | 345,562 |
| | | NET Expenses (Revenue) | (55,270) | 38,772 | 77,547 |
| | | Capital Expenditure | - | - | - |
| Caravan Parks and Camping Grounds | Maintenance, renewal and upgrade of Council Caravan Parks and Camping Grounds. | Operating Expenditure | 193,601 | 200,700 | 401,555 |
| | | Operating Revenue | 346,523 | 307,095 | 471,326 |
| | | NET Expenses (Revenue) | (152,922) | (106,395) | (69,771) |
| | | Capital Expenditure | 36,879 | 49,980 | 243,007 |
| Land Use Planning | To ensure that any development that occurs in Hindmarsh Shire is carried out in accordance with relevant planning policies, principals and controls. | Operating Expenditure | 100,670 | 114,936 | 229,965 |
| | | Operating Revenue | 31,857 | 21,246 | 42,500 |
| | | NET Expenses (Revenue) | 68,813 | 93,690 | 187,465 |
| | | Capital Expenditure | - | - | - |

| Service area | Description of services provided | | 2020/21 | 2020/21 | 2020/21 |
|------------------|---|------------------------|------------|------------|---------------|
| | | | YTD Actual | YTD Budget | Annual Budget |
| Building Control | To provide statutory and private building services to the community | Operating Expenditure | 115,444 | 92,832 | 185,735 |
| | | Operating Revenue | 37,435 | 23,994 | 48,000 |
| | | NET Expenses (Revenue) | 78,009 | 68,838 | 137,735 |
| | | Capital Expenditure | - | - | - |
| Aerodrome | Manage and maintain the Nhill Aerodrome | Operating Expenditure | 31,352 | 42,468 | 84,955 |
| | | Operating Revenue | - | 6,000 | 12,005 |
| | | NET Expenses (Revenue) | 31,352 | 36,468 | 72,950 |
| | | Capital Expenditure | - | - | - |

Strategic Objective 4: Our People, Our Processes

| Service area | Description of services provided | | 2020/21 | 2020/21 | 2020/21 |
|-------------------------------|--|------------------------|-------------|-------------|---------------|
| | | | YTD Actual | YTD Budget | Annual Budget |
| Civic Governance & Leadership | To ensure that Council provides effective leadership and that its decisions are transparent, inclusive and based on sound recommendations and advice. | Operating Expenditure | 459,121 | 497,346 | 995,084 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 459,121 | 497,346 | 995,084 |
| | | Capital Expenditure | - | - | - |
| Customer Service Centres | Operation and maintenance of customer service centres to provide facilities from which Council can efficiently deliver services to the community. Provision of information to ratepayers and the general public on a broad range of services provided by Council and other | Operating Expenditure | 254,078 | 289,986 | 590,194 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 254,078 | 289,986 | 590,194 |
| | | Capital Expenditure | 7,324 | 7,000 | 7,000 |
| Council Elections | Efficient and effective running of Elections by the Victorian Electoral Commission on behalf of Council. | Operating Expenditure | 2,068 | 106,011 | 106,011 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 2,068 | 106,011 | 106,011 |
| | | Capital Expenditure | - | - | - |
| Financial Management | To ensure the efficient and effective allocation of resources through sound financial planning and management that secures the long term financial viability of the municipality. | Operating Expenditure | 269,427 | 284,670 | 569,564 |
| | | Operating Revenue | 1,200,337 | 1,499,966 | 3,000,026 |
| | | NET Expenses (Revenue) | (930,910) | (1,215,296) | (2,430,462) |
| | | Capital Expenditure | - | - | - |
| Rating and Valuations | Management of Council's rating system, including valuation of properties and the levying of rates and charges. | Operating Expenditure | 101,461 | 103,242 | 206,553 |
| | | Operating Revenue | 7,966,446 | 7,944,858 | 7,991,396 |
| | | NET Expenses (Revenue) | (7,864,985) | (7,841,616) | (7,784,843) |
| | | Capital Expenditure | - | - | - |
| Records Management | Effective and efficient recording, storage, retrieval and disposal of records in line with the standards of the Public Records Office of Victoria. | Operating Expenditure | 36,770 | 37,914 | 75,861 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 36,770 | 37,914 | 75,861 |
| | | Capital Expenditure | - | - | - |
| Information Technology | Using Information Technology as a tool to connect with the community and provide efficient and effective services. | Operating Expenditure | 134,576 | 122,658 | 245,404 |
| | | Operating Revenue | 100,000 | - | - |
| | | NET Expenses (Revenue) | 34,576 | 122,658 | 245,404 |
| | | Capital Expenditure | 42,245 | 39,992 | 80,000 |

| Service area | Description of services provided | | 2020/21 YTD Actual | 2020/21 YTD Budget | 2020/21 Annual Budget |
|---|--|------------------------|-----------------------|-----------------------|--------------------------|
| Risk Management | Monitor and manage Council's risks in relation to operations, employment and infrastructure. | Operating Expenditure | 409,956 | 278,394 | 556,997 |
| | | Operating Revenue | 288 | 9,996 | 20,000 |
| | | NET Expenses (Revenue) | 409,668 | 268,398 | 536,997 |
| | | Capital Expenditure | - | - | - |
| Contract Management | Using Information Technology as a tool to connect with the community and provide efficient and effective services. | Operating Expenditure | 77,986 | 93,294 | 186,656 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 77,986 | 93,294 | 186,656 |
| | | Capital Expenditure | - | 60,000 | 60,000 |
| Payroll and Human Resources Services | Provision of payroll services to Council employees and the provision of Human Resources services to management. | Operating Expenditure | 474,285 | 362,994 | 726,086 |
| | | Operating Revenue | 360,000 | 225,000 | 450,000 |
| | | NET Expenses (Revenue) | 114,285 | 137,994 | 276,086 |
| | | Capital Expenditure | - | - | - |
| Emergency Management | Provide support to the community in the areas of emergency preparedness, emergency response and emergency recovery. | Operating Expenditure | 32,923 | 33,186 | 66,402 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 32,923 | 33,186 | 66,402 |
| | | Capital Expenditure | - | - | - |
| Depots & Workshops | Operation of Council's depots and workshops including the provision of heavy plant and equipment. | Operating Expenditure | 161,788 | 122,682 | 245,458 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 161,788 | 122,682 | 245,458 |
| | | Capital Expenditure | 47,747 | 967,500 | 1,935,000 |
| Asset Management | Provision of skills, resources and systems to ensure the most efficient and effective management of Council's assets. • Ensure that Council targets the correct level of asset expenditure to achieve and maintain the desired levels of service into the foreseeable future. | Operating Expenditure | 100,885 | 116,514 | 233,113 |
| | | Operating Revenue | 2,301 | 1,002 | 2,004 |
| | | NET Expenses (Revenue) | 98,584 | 115,512 | 231,109 |
| | | Capital Expenditure | - | - | - |
| Fleet Management | Ensure that Council's vehicle fleet is management, maintained and replaced in the most efficient and efficient way possible. | Operating Expenditure | 112,482 | 114,954 | 229,988 |
| | | Operating Revenue | 44,495 | 51,096 | 102,232 |
| | | NET Expenses (Revenue) | 67,987 | 63,858 | 127,756 |
| | | Capital Expenditure | - | 184,674 | 369,500 |
| Accounts Payable | Payment of invoices in an efficient and timely manner. | Operating Expenditure | 16,748 | 17,568 | 35,153 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 16,748 | 17,568 | 35,153 |
| | | Capital Expenditure | - | - | - |
| Accounts Receivable | Receival of payments from debtors in an efficient and timely manner. | Operating Expenditure | 6,281 | 6,588 | 13,182 |
| | | Operating Revenue | - | - | - |
| | | NET Expenses (Revenue) | 6,281 | 6,588 | 13,182 |
| | | Capital Expenditure | - | - | - |

| REPORT OF OPERATIONS | | | | | |
|---|-----------------|-----------------|-----------------|-----------------|--|
| Service Performance Indicators Service / indicator / measure | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Comments |
| Aquatic Facilities | | | | | |
| Service standard | | | | | |
| AF2 Health inspections of aquatic facilities [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities] | 0.75 | 1.00 | 2.00 | 1.00 | Council undertook 1 inspections at each swimming pool to the period ending 31 December 2020. |
| Utilisation | | | | | |
| AF6 Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population] | 3.40 | 3.62 | 2.20 | 0.70 | Due to COVID-19 Aquatic centres were not open for public use. |
| Service cost | | | | | |
| AF7 Cost of aquatic facilities [Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities] | New in 2020 | New in 2020 | New in 2020 | \$35.60 | Note: From 2020, this measure replaced two previous measures: 'Cost of indoor aquatic facilities' and 'Cost of outdoor aquatic facilities', see retired measures. |
| Animal Management | | | | | |
| Timeliness | | | | | |
| AM1 Time taken to action animal management requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests] | 1.00 | 1.00 | 1.00 | 1.00 | Animal management requests are actioned within 1 day |
| Service standard | | | | | |
| AM2 Animals reclaimed [Number of animals reclaimed / Number of animals collected] x100 | 26.09% | 26.32% | 18.60% | 57.69% | Variance is due to changes in reporting with animals collected now being broken into either animals reclaimed or animals rehomed. |
| AM5 Animals rehomed [Number of animals rehomed / Number of animals collected] x100 | New in 2020 | New in 2020 | 72.09% | 26.92% | Variance is due to changes in reporting with animals collected now being broken into either animals reclaimed or animals rehomed. Note: New measure for 2019-20 financial year. |
| Service cost | | | | | |
| AM6 Cost of animal management service per population [Direct cost of the animal management service / Population] | New in 2020 | New in 2020 | \$35.06 | \$19.24 | 2021 actuals for the period of 6 months only Note: This measure is replacing previous 'Cost of animal management service' which was based on cost per number of registered animals, see retired measures. |
| Health and safety | | | | | |
| AM7 Animal management prosecutions [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100 | New in 2020 | New in 2020 | 100% | 0.00% | There were no animal prosecutions during 2020/21. Note: This measure is replacing previous 'Animal management prosecutions' which was a measure of number, not proportion, see retired measures. |
| Food Safety | | | | | |
| Timeliness | | | | | |
| FS1 Time taken to action food complaints [Number of days between receipt and first response action for all food complaints / Number of food complaints] | 5.25 | 1.00 | 1.00 | 0.00 | Nil Food complaints received until 31 December 2020. |
| Service standard | | | | | |
| FS2 Food safety assessments [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100 | 88.24% | 86.27% | 78.65% | 78.65% | |
| Service cost | | | | | |
| FS3 Cost of food safety service [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984] | \$900.07 | \$772.82 | \$984.15 | \$540.55 | 2021 actuals for the period of 6 months only |
| Health and safety | | | | | |
| FS4 Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100 | 0.00% | 100.00% | 100.00% | 0.00% | |

| Service Performance Indicators Service / indicator / measure | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Comments |
|--|-----------------|-----------------|-----------------|-----------------|--|
| Governance | | | | | |
| Transparency | | | | | |
| G1 <i>Council decisions made at meetings closed to the public</i> [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100 | 16.13% | 24.19% | 15.97% | 8.99% | Decisions made in closed council relate to personnel matters, contractual matters, hardship applications, and legal advice. |
| Consultation and engagement | | | | | |
| G2 <i>Satisfaction with community consultation and engagement</i> Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement | 60.00 | 60.00 | 60.00 | 60.00 | |
| Attendance | | | | | |
| G3 <i>Councillor attendance at council meetings</i> [The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) x (Number of Councillors elected at the last Council general election)] x100 | 96.97% | 94.70% | 97.92% | 93.75% | |
| Service cost | | | | | |
| G4 <i>Cost of elected representation</i> [Direct cost of the governance service / Number of Councillors elected at the last Council general election] | \$46,391.67 | \$47,441.50 | \$41,701.00 | \$18,689.67 | This represents 6 months of the operations of the Council. Due to COVID-19 restrictions Councillors have been unable to hold some civic events. |
| Satisfaction | | | | | |
| G5 <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] | 61.00 | 59.00 | 61.00 | 61.00 | |
| Libraries | | | | | |
| Utilisation | | | | | |
| LB1 <i>Physical library collection usage</i> [Number of physical library collection item loans / Number of physical library collection items] | 1.21 | 1.11 | 0.75 | 0.15 | The COVID-19 pandemic resulted in library services closing from March 2020 until November 2020 under stage 3 restrictions. <i>Note: From 2019-20, this indicator measures the performance of physical library items as a subset of the wider library collection.</i> |
| Resource standard | | | | | |
| LB2 <i>Recently purchased library collection</i> [Number of library collection items purchased in the last 5 years / Number of library collection items] x100 | 37.71% | 37.46% | 37.17% | 36.11% | |
| Participation | | | | | |
| LB4 <i>Active library borrowers in municipality</i> [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100 | 9.11% | 7.71% | 6.81% | 5.10% | The COVID-19 pandemic resulted in library services closing from March 2020 until November 2020 under stage 3 restrictions, this has resulted in a significant decrease in active library borrowers. |
| Service cost | | | | | |
| LB5 <i>Cost of library service per population</i> [Direct cost of the library service / Population] | New in 2020 | New in 2020 | \$65.21 | \$26.02 | 2021 YTD is for 6 months of operations. Due to COVID-19 restrictions the libraries were closed to the public until November 2020. <i>Note: This measure is replacing the previous 'Cost of library service' indicator which measured based on number of visits, see retired measures.</i> |

| Service Performance Indicators Service / indicator / measure | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Comments |
|---|-----------------|-----------------|-----------------|-----------------|---|
| Maternal and Child Health (MCH) | | | | | |
| Service standard | | | | | |
| MC2 <i>Infant enrolments in the MCH service</i> [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100 | 0.00% | 0.00% | 0.00% | 0.00% | Council do not delivery Maternal and Child Health Services |
| Service cost | | | | | |
| MC3 <i>Cost of the MCH service</i> [Cost of the MCH service / Hours worked by MCH nurses] | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Council do not delivery Maternal and Child Health Services |
| Participation | | | | | |
| MC4 <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 | 0.00% | 0.00% | 0.00% | 0.00% | Council do not delivery Maternal and Child Health Services |
| Participation | | | | | |
| MC5 <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 | 0.00% | 0.00% | 0.00% | 0.00% | Council do not delivery Maternal and Child Health Services |
| Satisfaction | | | | | |
| MC6 <i>Participation in 4-week Key Age and Stage visit</i> [Number of 4-week key age and stage visits / Number of birth notifications received] x100 | New in 2020 | New in 2020 | 0.00% | 0.00% | Council do not delivery Maternal and Child Health Services |
| Roads | | | | | |
| Satisfaction of use | | | | | |
| R1 <i>Sealed local road requests</i> [Number of sealed local road requests / Kilometres of sealed local roads] x100 | 11.69 | 9.19 | 8.82 | 4.33 | |
| Condition | | | | | |
| R2 <i>Sealed local roads maintained to condition standards</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 | 99.83% | 99.83% | 99.83% | 99.83% | |
| Service cost | | | | | |
| R3 <i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] | \$24.05 | \$25.79 | \$30.74 | \$28.17 | |
| Service Cost | | | | | |
| R4 <i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed] | \$4.78 | \$4.93 | \$5.04 | \$0.00 | Resealing projects were not completed during the first half of 2021 |

| Service Performance Indicators Service / indicator / measure | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Comments |
|--|-----------------|-----------------|-----------------|-----------------|---|
| Satisfaction | | | | | |
| R5 <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] | 48.00 | 54.00 | 50.00 | 50.00 | |
| Statutory Planning | | | | | |
| Timeliness | | | | | |
| SP1 <i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application] Service standard | 58.00 | 72.00 | 43.00 | 24.00 | Council utilised contract planning services for the provision of Statutory Planning since 2019/20. This has resulted in a decrease in the time taken to decide planning applications. |
| SP2 <i>Planning applications decided within required time frames</i> [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100 Service cost | 68.97% | 52.78% | 80.49% | 100.00% | Council utilised contract planning services for the provision of Statutory Planning during 2020/21. |
| SP3 <i>Cost of statutory planning service</i> [Direct cost of the statutory planning service / Number of planning applications received] Decision making | \$4,454.36 | \$4,136.56 | \$5,266.76 | \$2,991.87 | Council utilised contract planning services for the provision of Statutory Planning during 2020/21. |
| SP4 <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 | 50.00% | 0.00% | 0.00% | 0.00% | No planning matters were taken to VCAT during 2020/21. |
| Waste Collection | | | | | |
| Satisfaction | | | | | |
| WC1 <i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1000 Service standard | 10.63 | 4.26 | 14.76 | 7.17 | The majority of requests were in relation to broken bin lids or new bins. |
| WC2 <i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000 Service cost | 1.91 | 0.14 | 0.66 | 0.00 | No bins were reported missed during the first half of 2021. |
| WC3 <i>Cost of kerbside garbage bin collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins] Service cost | \$168.37 | \$177.09 | \$196.46 | \$144.94 | Due to the global recycling crisis Council was unable to recycle for 4 months resulting in additional charges. |
| WC4 <i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins] Waste diversion | \$84.65 | \$99.14 | \$88.86 | \$50.39 | Due to the global recycling crisis Council was unable to recycle for 4 months resulting in lower recycling charges. |
| WC5 <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 | 34.91% | 32.26% | 5.37% | 28.12% | Due to the global recycling crisis Council was unable to recycle for 4 months this has resulted in a decrease in waste diverted from landfill in the previous financial year. |
| Retired measures | | | | | |
| Service / indicator / measure | Results 2017 | Results 2018 | Results 2019 | | Comments |
| Aquatic Facilities | | | | | |
| Service cost | | | | | |
| AF4 <i>Cost of indoor aquatic facilities</i> [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities] | \$0.00 | \$0.00 | Retired in 2020 | Retired in 2020 | This measure was replaced by AF7 from 1 July 2019. |
| AF5 <i>Cost of outdoor aquatic facilities</i> [Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities] | \$17.42 | \$17.51 | Retired in 2020 | Retired in 2020 | This measure was replaced by AF7 from 1 July 2019. |
| Animal Management | | | | | |
| Service cost | | | | | |
| AM3 <i>Cost of animal management service</i> [Direct cost of the animal management service / Number of registered animals] | \$92.33 | \$97.24 | Retired in 2020 | Retired in 2020 | This measure was replaced by AM6 from 1 July 2019. |
| Health and safety | | | | | |
| AM4 <i>Animal management prosecutions</i> [Number of successful animal management prosecutions] | 0 | 0 | Retired in 2020 | Retired in 2020 | This measure was replaced by AM7 from 1 July 2019. |
| Libraries | | | | | |
| Service cost | | | | | |
| LB3 <i>Cost of library service</i> [Direct cost of the library service / Number of visits] | \$11.28 | \$10.95 | Retired in 2020 | Retired in 2020 | This measure was replaced by LB5 from 1 July 2019. |
| Maternal and Child Health (MCH) | | | | | |
| Satisfaction | | | | | |
| MC1 <i>Participation in first MCH home visit</i> [Number of first MCH home visits / Number of birth notifications received] x100 | 0.0% | 0.0% | Retired in 2020 | Retired in 2020 | This measure was replaced by MC6 from 1 July 2019. |

PERFORMANCE STATEMENT

Sustainable Capacity Indicators

| <i>Indicator / measure</i> [formula] | Results | Results | Results | Results | Comments | |
|---|-------------|-------------|-------------|-------------|--|--|
| | 2018 | 2019 | 2020 | 2021 | | |
| Population | | | | | | |
| C1 <i>Expenses per head of municipal population</i> [Total expenses / Municipal population] | \$3,047.91 | \$4,219.84 | \$3,918.93 | \$1,769.33 | This represents 6 months worth of operations in 2020/2021. | |
| C2 <i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population] | \$27,273.38 | \$27,580.87 | \$28,683.25 | \$28,596.81 | | |
| C3 <i>Population density per length of road</i> [Municipal population / Kilometres of local roads] | 1.79 | 1.78 | 1.85 | 1.85 | | |
| Own-source revenue | | | | | | |
| C4 <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population] | \$1,890.96 | \$2,048.54 | \$2,199.36 | \$1,890.12 | First quarter of Financial Assistance grant received to December 2020. | |
| Recurrent grants | | | | | | |
| C5 <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population] | \$1,199.93 | \$1,125.24 | \$1,235.15 | \$354.15 | | |
| Disadvantage | | | | | | |
| C6 <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile] | 2.00 | 2.00 | 2.00 | 2.00 | Due to the small number of staff employed by Council, staff turnover statistics are sensitive to resignations. | |
| Workforce turnover | | | | | | |
| C7 <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100 | 18.2% | 19.8% | 11.5% | 14.8% | | |

| <i>Indicator / measure</i> [formula] | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Comments |
|--|-----------------|-----------------|-----------------|-----------------|--|
| Service Performance Indicators | | | | | |
| <i>Service/indicator /measure</i> | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Comments |
| Aquatic Facilities Utilisation AF6 <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population] | 3.40 | 3.62 | 2.92 | 0.70 | Due to COVID-19 Aquatic centres were not open for public use. |
| Animal Management Health and safety AM7 <i>Animal management prosecutions</i> [Number of successful animal management prosecutions] | New in 2020 | New in 2020 | 0.00 | 0% | There were no animal prosecutions during 2020/21. |
| Food Safety Health and safety FS4 <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100 | 0.00% | 100.00% | 100.00% | 0.00% | |
| Governance Satisfaction G5 <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] | 60.00 | 61.00 | 59.00 | 61.00 | |
| Libraries Participation LB4 <i>Active library borrowers in municipality</i> [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100 | 9.11% | 7.71% | 6.81% | 5.10% | The COVID-19 pandemic resulted in library services being restricted until November 2020 resulting in a significant decrease in active library borrowing. |
| Maternal and Child Health (MCH) Participation MC4 <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 | 0.00% | 0.00% | 0.00% | 0.00% | |
| Participation MC5 <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 | 0.00% | 0.00% | 0.00% | 0.00% | |
| Roads Satisfaction R5 <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] | 48.00 | 54.00 | 50.00 | 50.00 | |

| <i>Indicator / measure</i> [formula] | Results 2018 | Results 2019 | Results 2020 | Results 2021 | | | | | Comments |
|--|-----------------|-----------------|-----------------|-----------------|----------------------------------|------------|------------|------------|---|
| Statutory Planning Decision making SP4 <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 | 50.00% | 0.00% | 0.00% | 0.00% | | | | | No planning matters were taken to VCAT during 2020/21. |
| Waste Collection Waste diversion WC5 <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 | 34.91% | 32.26% | 5.37% | 28.12% | | | | | 2020 YTD is for 6 months. |
| Financial Performance Indicators | | | | | | | | | |
| <i>Dimension/indicator /measure</i> | Results 2018 | Results 2019 | Results 2020 | Results 2021 | Forecasts 2022 2023 2024 2025 | | | | Material Variations and Comments |
| Efficiency Expenditure level E2 <i>Expenses per property assessment</i> [Total expenses / Number of property assessments] | \$3,361.76 | \$4,670.78 | \$4,253.06 | \$1,920.18 | \$3,883.93 | \$3,895.04 | \$4,014.63 | \$4,144.17 | 2020 YTD is for 6 months |
| Revenue level E4 <i>Average rate per property assessment</i> [General rates and Municipal charges / Number of property assessments] | New in 2020 | New in 2020 | 1,508.25 | \$1,535.44 | \$1,540.77 | \$1,543.70 | \$1,571.60 | \$1,604.37 | |
| Liquidity Working capital L1 <i>Current assets compared to current liabilities</i> [Current assets / Current liabilities] x100 Unrestricted cash L2 <i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / Current liabilities] x100 | 431.23% | 310.00% | 347.74% | 609.65% | 106.41% | 110.95% | 123.12% | 129.02% | 2020 YTD is for 6 months. High cash assets are held to account for capital works which are being undertaken in the second half of the financial year. |
| Obligations Loans and borrowings O2 <i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100 O3 <i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100 Indebtedness O4 <i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100 Asset renewal and upgrade O5 <i>Asset renewal and upgrade compared to depreciation</i> [Asset renewal and asset upgrade expense / Asset depreciation] x100 | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | Council continues to remain debt free with no loans or borrowings. |
| | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | 0.00% | Council continues to remain debt free with no loans or borrowings. |
| | 2.36% | 2.33% | 2.11% | 2.45% | 1.33% | 1.40% | 1.43% | 1.45% | |
| | New in 2020 | New in 2020 | 155.21 | 88.50% | 122.99% | 108.05% | 98.83% | 91.65% | |

| <i>Indicator / measure</i> [formula] | Results 2018 | Results 2019 | Results 2020 | Results 2021 | | | | | Comments |
|---|-------------------------|-------------------------|-------------------------|-----------------|---------|--------|--------|--------|---|
| Operating position Adjusted underlying result | | | | | | | | | |
| OP1 <i>Adjusted underlying surplus (or deficit)</i> [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100 | 2.70% | -4.22% | 7.92% | 25.66% | -17.97% | -5.44% | -6.77% | -8.16% | Councils result as at 31 December 2020 was an underlying surplus which is due to the the recognition of the full rates levied in July 2020 while at the end of December 2020 only 6 months of expenditure had occurred. There were some receipt of grants which had not been budgeted for such as the COVID-19 outdoor dining grant and for which there was limited expenditure year to date. |
| Stability Rates concentration | | | | | | | | | |
| S1 <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100 | 46.96% | 37.85% | 37.12% | 67.70% | 53.84% | 48.16% | 48.11% | 48.13% | The levy of the full year rates while operational grants are received quarterly. |
| Rates effort | | | | | | | | | |
| S2 <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100 | 0.67% | 0.62% | 0.61% | 0.61% | 0.55% | 0.54% | 0.54% | 0.55% | |
| Retired measures Service / indicator / measure | Results 2018 | Results 2019 | Results 2020 | | | | | | Comments |
| Animal Management Health and safety | | | | | | | | | |
| AM4 <i>Animal management prosecutions</i> [Number of successful animal management prosecutions] | #N/A | #N/A | #N/A | Retired in 2020 | | | | | This measure was replaced by AM7 from 1 July 2019. |
| Efficiency Revenue level | | | | | | | | | |
| E1 <i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments] | #N/A | #N/A | #N/A | Retired in 2020 | | | | | This measure was replaced by E4 from 1 July 2019. |
| Obligations Asset renewal | | | | | | | | | |
| O1 <i>Asset renewal compared to depreciation</i> [Asset renewal expense / Asset depreciation] x100 | #N/A | #N/A | #N/A | Retired in 2020 | | | | | This measure was replaced by O5 in 1 July 2019. |

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. Reconciliation Plan and MOU drafted, awaiting feedback/input from BGLC. MOU drafted for Wimmera River Discovery Trail project for which BGLC and Cultural Heritage are key. 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. 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. Albacutya Cultural Heritage Management Plan has been approved.</p> | <p>Continued strengthening of the relationship between Council and BGLC and consultation when conducting works in culturally sensitive areas. Continued representation at future Wimmera Indigenous Tourism Group meetings. 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. Continued working relationship on WRDT and proactively looking for other project partnership opportunities Continued advocacy for 'keeping place' in Dimboola. On ground work with BGLC and other stakeholders for the development of CHMP's for the WRDT has re-commenced following delays due to COVID-19.</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. | The establishment of new community plans for Dimboola, Jeparit, Nhill and Rainbow have been delayed during the COVID-19 pandemic but will be re-scheduled to be undertaken when permitted. Discussion to be held with new Council on incorporating Community Action Plans into the Council Plan 2021 – 2025. |
| | 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 duration of the current grant obtained by NNHLC. 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>Continued support of volunteers will be undertaken as appropriate and in accordance to 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>Jeparit Swimming hole – design phase is underway. Community meetings in Jeparit will be held when appropriate to do so to inform and seek opinions from Jeparit residents in relation to various aspects of the WRDT. Council is introducing the latest in video conferencing and livestreaming technology to provide coverage of its Council meetings and future community engagement forums, improving access to Council processes and its decisions</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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> <ul style="list-style-type: none"> (1) The introduction of 6S roads that are used by farmers as important 'strategic' connector roads. (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>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>Farmer consultation sessions will recommence in 2021. Council will hold another set of community meeting to discuss A Double, B Double and local road user issues in the 20/21 Financial Year as well as a full roads hierarchy review.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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.</p> <p>The Tourism and Economic Development Officer also attends the Wimmera Indigenous Tourism Group meetings.</p> <p>Working with BGLC on WRDT, continue to advocate for Keeping Place.</p> <p>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.</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 |
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| <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 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. The establishment of the Hindmarsh Shire tourism guide for families was an initiative of the Youth Council and has been well received. Other priorities from the Youth Strategy continue to be implemented. 2019 & 2020 Youth Council inducted. 2021 Youth Council advertised and all positions filled.</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. Planning for future FreeZa events and other youth related activities and events will be discussed at Youth Council meetings. Youth Councillors to be presented certificates following the 3 March 2021 Council meeting. Youth Strategy to be completed during 2021. Due to the COVID-19 lockdown in Victoria the youth retreat had to be postponed. Another date will be set</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>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>Council's Positive Ageing and Inclusion Plan review has been delayed due to the COVID-19 pandemic.</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. 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 |
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| | <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>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>On hold</p> | <p>A review of the Municipal Early Years Plan commenced in 2019. Finalisation has been delayed due to staff change over and the COVID-19 pandemic.</p> <p>Discussion will be held with the new Council to incorporate into the Council Plan 2021-2025 and Municipal Health and Well-being plan 2021-2025.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | 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. Works on the new Dimboola Library were completed in August 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. Works have commenced refurbishing the former Dimboola Library.</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 landscaping works at the rear of the Dimboola Library awarded with works to commence in September / October 2020.</p> <p>Official opening of the Dimboola Library on Wednesday 24 February 2021.</p> | <p>Refurbishment of the former Dimboola Library and completion of landscaping are anticipated to be completed by early 2021.</p> <p>Stage two landscaping (civic hub section) tender awarded with works to commence in mid-February 2021.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| <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>Grant applications for funding of additional street lighting in the Dimboola Recreation Reserve and the Wimmera Mallee Pioneer Museum were both successful.</p> <p>Security cameras installed surrounding the Dimboola Library in 2020.</p> | <p>Council continues to seek funding for lighting installation and upgrades.</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> <p>As part of Walk to School in October 2019, Council promoted healthy eating through a workshop at each school making healthy smoothies.</p> | |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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>All 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>Council obtained funding through MAV for an awareness campaign in December 2019 and 2020 through "Call it Out" initiatives.</p> | <p>Tasks from the Act@Work Action Plan to be implemented on an ongoing basis along with other appropriate initiatives.</p> <p>Act@Work sessions to be completed with new staff and Councillors. Unfortunately due to the COVID-19 lockdown the training was postponed.</p> <p>Gender Equality Policy and Guidelines developed for adoption by Council.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| <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. Nhill Skate Park opening was held in September 2019 at the same time as the Dimboola Femal Change Rooms official opening.</p> <p>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>Council received funding to undertake activities as part of Youth Week 2020. Skate Park activities were undertaken in December 2020 with a professional skateboarder providing lessons in Jeparit and Rainbow for students.</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> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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>New library / customer service centres being established at Jeparit and Rainbow. Works on the Jeparit library / customer service centre should be completed in early 2021.</p> | <p>Tenders for Rainbow library currently being advertised with aim to award contract at April 2021 Council meeting.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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>Discussions to be held in regards to offering activities / services in the Dimboola library.</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>Funding has been obtained through Sport and Recreation Victoria (SRV) Local Sports Infrastructure Fund for new female change rooms in Rainbow Recreation Reserve.</p> | <p>Final design is expected by early 2021 with tender for construction occurring soon after.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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>Wimmera Mallee Tourism funded Building Better Regions townscape masterplans developed to present walking / linkages around townships.</p> <p>Nhill historic and nature walks flyer produced by Nhill Tourism Group and Nhill Historical Society.</p> | <p>Establishment of walking trails and paths will be considered on an ongoing basis with potential linkages to the Wimmera River Discovery Trail including incorporating the Edward Eyre Heritage Walk in Jeparit.</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 |
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| <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 completed. Leahy Street corner outstand near St Patrick’s School completed along with MacPherson Street Nhill footpath crossing links.</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. Proposed deeper level development of Nhill townscape and Rainbow Caravan Park master plans as part of the Wimmera Mallee Tourism Building Better Regions Fund Project. New street furniture to be installed throughout the four towns to support outdoor dining and local businesses.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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.</p> <p>Regular proactive inspection of footpaths to identify overhanging trees that require trimming, either on nature strips or planted on private property.</p> <p>2020 Green waste month was held from 26 September to 1 November.</p> | <p>Leading by example – ensuring regular inspection and maintenance of Council owned properties.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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.</p> <p>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. An NHVR grant entitled Strategic Local Government Asset Assessment Project (SLGAAP) Round 1 was successful in December 2020 to review the load capacity of three bridges in the Shire on Rainbow Rises Rd, Tarranyurk West Rd and Antwerp-Woorak Rd.</p> <p>Ongoing reviews of the 10 year plan.</p> <p>Cyclic assessment of infrastructure condition surveys to occur.</p> <p>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> |

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| <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. 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 and Nhill Lake.</p> <p>Jeparit Anglers club were also successful with funding, installing a fishing pontoon on the Wimmera River at Jeparit (near the Golf Club).</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. Adoption of the plan has been deferred by Council until they meet with the CMA.</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>Council has obtained funding through the Federal and State Governments to build a new Albacutya Bridge. Tender has been advertised for the Albacutya Bridge. Concept plans and native vegetation assessments have been completed, and Council has worked with Barengi Gadjin Land Council to complete a Cultural Heritage Management Plan for the Bridge.</p> | <p>Ongoing relationship building with the Wimmera Catchment Management Authority, Parks Victoria and Marine Safety Victoria.</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. Council officers will liaise with the committee regarding the zoning of the land. Funding has been obtained for carpark works.</p> <p>Council taking ownership of Rainbow Lake site to facilitate development (leased to Lake Committee). Connection of pipeline water supply in progress. Victorian Fisheries Authority funding to open access to site in early 2021.</p> <p>Further plans in progress for establishment of picnic sites and amenities at the Rainbow Lake site.</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 |
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| | <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>Plans for the Jeparit swimming hole are expected to be finalised in early 2021.</p> <p>Additional water supply sources to be investigated for Nhill Lake and Stormwater catchment improvements which assist filling the lake.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | 2.1.5 Continue to implement the Nhill Aerodrome Master Plan | One initiative from the Master Plan implemented | 2018/19 | <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 entrance into the Nhill Aerodrome was completed in late October 2019.</p> <p>2020 applied for funding application for PAPI lights and concrete hardstands for emergency services.</p> | <p>Continue to adhere to the plan and develop and maintain the aerodrome as a functional facility and tourist attraction.</p> <p>Official opening of the new memorial entrance into the Nhill Aerodrome has been delayed due to COVID-19 pandemic.</p> <p>Pavement classification study for the runway to be undertaken.</p> |
| | 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 | <p>Wimmera Catchment Management Authority's Flood Plain Management Strategy is complete.</p> <p>HSC Officer representation on Wimmera Floodplain Management Strategy Implementation Committee.</p> | <p>Implement actions from the Wimmera Catchment Management Authority's Flood Plain Management Strategy – subject to funding.</p> <p>Ongoing.</p> |
| | 2.1.7 Advocate for the construction of emergency services facilities in Dimboola | Emergency services relocated | Ongoing | <p>The CFA have purchased property in High Street, Dimboola.</p> <p>Funding has been announced for a new CFA Station in Dimboola.</p> | <p>Advocate for and support the local Dimboola CFA in their quest to obtain full funding for the new fire station.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | 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. Investigative trial is planned using Polycom at Tarranyurk West Road as road base stabiliser. |
| 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. Rainwater tanks have been installed at the new public amenities in Dimboola which will be connected to garden irrigation system in the Visitor Node. | Incorporate into all designs for new facilities, Tree gardens, WSUD's Encouraging the use of tanks and other water harvesting techniques for new structures. Investigate use and installation of trash nets to improve quality of water in our catchments. |
| | 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 | Investigation of the cost and installation of push button taps in new public facilities. Any new buildings will have water saving devices. |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | | | | water tanks. | Continue opportunity for water harvesting on new Council built assets. Rain water tanks to be installed 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. |
| 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 |
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| | 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 | <p>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 114 trees planted for 2020.</p> <p>Working for Victoria Staff completed tree planting works scheduled for years 3 & 4 in the Street and Reserve Tree Strategy.</p> <p>Working for Victoria staff completed tree planting works scheduled for years 3 & 4 in the Street and Reserve Tree Strategy.</p> <p>The trees planted as part of years 3 & 4 contributed an additional 206 trees, meaning a total of 320 new trees were planted in 2020.</p> | <p>Street and Reserve Tree Strategy to be considered during budget process.</p> <p>Officers are now reviewing the plan in anticipation of the next 5 years of implementation.</p> |
| 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 | <p>Submitted letter of support to DELWP as part of planning consultation for proposed Nhill Wind Farm</p> <p>Participated in Wimmera Southern Mallee Regional Planning and Energy Workshop.</p> | <p>Council officers continue to work with Diapur Wind Farm Project Managers.</p> <p>Nhill Solar Farm planning permit has been reviewed and approved.</p> |
| | 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. |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | 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>Funding committed by the State Government for the Llew Schilling Silo 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. | Regional Housing study conducted in 2020 with results to be published in early 2021. |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| | <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. 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 restructure of the Hindmarsh Planning Scheme as proposed by DEWLP was endorsed by Council at the 19 August 2020 meeting and consent given to the Minister to prepare and approve an amendment.</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 |
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| <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>WMPM successful in obtaining grant for a significance assessment of their collection.</p> <p>Repairs to Pioneer Museum Shed #4 were conducted in 2020, including re-aligning vertical posts and strengthening footings.</p> | <p>Continue the implementation of the recommendations from the WMPM Master Plan.</p> <p>Continue to work with Committee and look for funding opportunities.</p> |

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| | <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 |
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| | <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 |
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| | <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.</p> <p>Works are progressing as appropriate but will significantly increase when the CHMP's are established.</p> <p>Jeparit railway-bridge was found to be in poor condition and not suitable for WRDT. A location for a new bridge is currently being finalised.</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> <p>Re-establishment of appropriate community events when the COVID-19 pandemic restrictions are lifted.</p> |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| <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>Wimmera Mallee Tourism's BBRF funded project "Trading off the Tourism Trails" incorporates strategies around caravan parks across the region.</p> <p>Work on all-ability bathroom at the Riverside Holiday Park in Dimboola is expected to</p> | <p>Ongoing. Expansion of facilities subject to suitable funding sources as opportunities arise.</p> <p>Planning and design work for Rainbow female friendly change rooms is underway following successful funding application.</p> <p>Report to be presented to December 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 |
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| | | | | <p>commence in early 2021.</p> <p>Funding application to refurbish the Nhill Caravan Park amenities block was successful.</p> | |
| | <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>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 |
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| | | | | <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 |
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| | 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. Planning permit for the tower was approved by Council in October 2019. Tower construction has now been completed. | 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 |
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| | 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 21/22 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 21/22 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 Anne Webster MP and Emma Kealy MP. Council held a 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 | Services are reviewed regularly when there are changes to funding, staffing or community feedback. | |
| 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. | |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
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| 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. | |
| 4.3 An engaged, skilled Council and workforce capable of meeting community needs. | 4.3.2 Provide professional development opportunities and training for staff and Councillors | Training and professional development undertaken | Ongoing | <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> | Councillor induction being completed as part of the requirements of the Local Government Act 2020. |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
|--|--|------------------------------|---------------------|--|---|
| | 4.3.3 Implement actions and initiatives from the Act @ Work program | Actions implemented | 2017/18 | All staff have undertaken Act@Work training and appropriate Action Plan has been developed and approved by the Chief Executive Officer. 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. Recent interview panels have had a gender balance conducting interviews. | Implementation of the Act@Work Action Plan. Recruitments will ensure consideration is given to gender balance for interview panels. |
| 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. |

| What we will achieve | How we will achieve this | How we will measure success | Year to be achieved | Achievements | Looking ahead |
|---|--|--|---------------------|--|--|
| | 4.5.3 Maintain the Jeparit levee bank. | Maintenance works completed | 2017/18 | Provision was 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. |
| 4.6 An organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation. | 4.6.1 Include risk management as a standing item on Audit Committee, Council and Senior Management Team agendas | All Audit Committee meetings have considered risk management | Ongoing | 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. Risk Management Internal Audit undertaken in November 2020. | Risk Management Framework being reviewed and developed. Risk Management audit recommendations to be implemented subject to funding. |
| | 4.6.2 Develop a governance and compliance framework within Council. | Quality Assurance Framework developed. | 2017/18 | Governance adviser implemented framework for governance and compliance review. All requirements to date of the Local Government Act 2020 have been met and adopted within required timeframes. | 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. |

| Project Number/Category | Date Received | Council Meeting | Doc ID | Organisation | Project Name (Description?) | Amount Requested | Total Project Cost | Cash Contribution | Eligible (Y/N) | Reason for Ineligibility | Community Need - 2 | Community Wellbeing - 3 | Social Connectedness - 3 | Economic Benefit - 2 | Community Participation - 3 | Risk Assessment - 2 | Project summary - 4 | Acknowledgement - 1 | Quotes/ Information - 1 | Budget (BS) and In-Kind - 1 | Total Assessment Score (out of 22) | Community/ Council Plan Reference | Recommended Allocation | Allocated Amount | Comments |
|-------------------------------------|---------------|-----------------|--------|--|--|---------------------|---------------------|--------------------|----------------|--|--------------------|-------------------------|--------------------------|----------------------|-----------------------------|---------------------|---------------------|---------------------|-------------------------|-----------------------------|------------------------------------|--|------------------------|------------------|----------|
| 1. Small Equip | 11/02/2021 | | 317279 | Lisa's Creative Hub | Lisa's Creative Hub | \$ 1,000.00 | \$ 4,100.00 | \$ 1,000.00 | N | Guidelines require incorporation or to be auspiced by an incorporated organisation. (Lisa's Creative Hub is not incorporated or auspiced by an incorporated organisation). | | | | | | | | | | | 0.00 | | | | |
| Facilities Upgrades 3. Minor | 4/02/2021 | | 316940 | Jeparit Golf Club | Practice Nets | \$ 2,000.00 | \$ 2,000.00 | \$ - | Y | N/A | 2 | 3 | 3 | 1 | 2 | N/A | 4 | 1 | 0.5 | 1 | 17.5 | Hindmarsh Sport & Recreation Strategy Section 9.1.3 | \$ 2,000.00 | | |
| Facilities | 15/02/2021 | | 317428 | Dimboola Bowling Club | Installation of undercover seating | \$ 1,858.00 | \$ 3,238.00 | \$ - | Y | N/A | 2 | 3 | 3 | 1 | 3 | N/A | 4 | 1 | 1 | 1 | 19 | Hindmarsh Sport & Recreation Strategy Section 9.1.3 | \$ 1,858.00 | | |
| 4. Event | 13/02/2021 | | 317444 | Yanac Public Hall - Yard Dog Committee | 2021 Yanac Yard Dog Trials | \$ 400.00 | \$ 1,600.00 | \$ - | Y | N/A | 2 | 3 | 3 | 1 | 3 | 2 | 4 | 1 | 0 | 1 | 20 | 3.2.3 Support innovative community-driven events and festivals that stimulate tourism growth in the region | \$ 400.00 | | |
| 5. Event | 17/02/2021 | | 317749 | Dimboola Town Committee | Easter Event | \$ 500.00 | \$ 2,020.00 | \$ 1,400.00 | Y | N/A | 2 | 3 | 3 | 1 | 3 | 2 | 4 | 1 | 1 | 1 | 21 | 3.2.3 Support innovative community-driven events and festivals that stimulate tourism growth in the region | \$ 500.00 | | |
| 6. Event | 17/02/2021 | | 317791 | Nhill Aviation & Heritage centre | Start Up Day | \$ 500.00 | \$ 2,500.00 | \$ 1,950.00 | Y | N/A | 2 | 3 | 3 | 2 | 3 | 2 | 4 | 1 | 1 | 1 | 22 | 3.2.3 Support innovative community-driven events and festivals that stimulate tourism growth in the region | \$ 500.00 | | |
| 7. Small Equip. Facilities Upgrades | 17/02/2021 | | 317789 | Rainbow Community Gym | Walking to Good Health | \$ 1,000.00 | \$ 2,399.00 | \$ 1,399.00 | y | N/A | 2 | 3 | 3 | 2 | 3 | N/A | 4 | 1 | 1 | 1 | 20 | Advocate for the continued and expanded provision of Neighbourhood House activities/services | \$ 1,000.00 | | |
| Facilities Upgrades | 16/02/2021 | | 317823 | Dimboola Sporting Club | Netball Wire & Seats | \$ 2,000.00 | \$ 5,348.10 | \$ 3,348.10 | y | N/A | 1 | 3 | 3 | 1 | 3 | N/A | 4 | 1 | 1 | 1 | 18 | Hindmarsh Sport & Recreation Strategy Section 9.1.3 | \$ 2,000.00 | | |
| 9. Event | 17/02/2021 | | 317844 | Dimboola Art Inc. | Open Community Arts and Reflection Space | \$ 500.00 | \$ 1,500.00 | \$ 1,000.00 | Y | | 2 | 3 | 3 | 2 | 3 | 2 | 4 | 1 | 0 | 1 | 21 | 1.1.1 Establish stronger links with the indigenous community through the Barengi Gadjin Land Council, Goolum Goolum Aboriginal Cooperative and Wurega Aboriginal Corporation 1.3.2 Develop and promote a public art/street art policy. 3.2.3 Support innovative community-driven events and festivals that stimulate tourism growth in the region. | \$ 500.00 | | |
| 10. MFU | 9/02/2021 | | | Dimboola Croquet Club | New Doors for Clubrooms | \$ 2,000.00 | \$ 4,700.00 | \$ 700.00 | Y | | 2 | 2 | 3 | 1 | 2 | 2 | 3 | 1 | 1 | 1 | 18 | Hindmarsh Sport & Recreation Strategy Section 9.1.3 | \$ 2,000.00 | | |
| TOTAL | | | | | | \$ 11,758.00 | \$ 29,405.00 | \$ 9,537.00 | | | | | | | | | | | | | | | \$ 10,758.00 | | |

Project Number
 Date Received
 Council Meeting
 Doc ID
 Organisation

Project Name (Description?)

Amount Requested
 Total Project Cost
 Cash Contribution

Eligible (Y/N)

Reason for Ineligibility

| | |
|-------------------------|------|
| Community Need | WHY |
| Community Wellbeing | |
| Social Connectedness | |
| Economic Benefit | |
| Community Participation | WHAT |
| Risk Assessment | |
| Project summary | |
| Acknowledgement | HOW |
| Quotes/ Information | |
| Budget (BS) and In-Kind | |

Total Assessment Score

0

Community/ Council Plan Reference

Recommended Allocation
 \$1,500.00

Allocated Amount

Project Number
 Date Received
 Council Meeting
 Doc ID
 Organisation

Project Name (Description?)

Amount Requested
 Total Project Cost
 Cash Contribution

Eligible (Y/N)

Reason for Ineligibility

| | |
|-------------------------|------|
| Community Need | WHY |
| Community Wellbeing | |
| Social Connectedness | |
| Economic Benefit | |
| Community Participation | WHAT |
| Risk Assessment | |
| Project summary | |
| Acknowledgement | HOW |
| Quotes/ Information | |
| Budget (BS) and In-Kind | |

Total Assessment Score

0

Community/ Council Plan Reference

Recommended Allocation
 \$1,500.00

Allocated Amount

Project Number
 Date Received
 Council Meeting
 Doc ID
 Organisation

Project Name (Description?)

Amount Requested
 Total Project Cost
 Cash Contribution

Eligible (Y/N)

Reason for Ineligibility

| | |
|-------------------------|------|
| Community Need | WHY |
| Community Wellbeing | |
| Social Connectedness | |
| Economic Benefit | |
| Community Participation | WHAT |
| Risk Assessment | |
| Project summary | |
| Acknowledgement | HOW |
| Quotes/ Information | |
| Budget (BS) and In-Kind | |

Total Assessment Score

0

Community/ Council Plan Reference

Recommended Allocation
 \$1,500.00

Allocated Amount



Hindmarsh
Shire Council

HINDMARSH SHIRE COUNCIL

GOVERNANCE LOCAL LAW

[DATE]

HINDMARSH SHIRE COUNCIL
92 Nelson Street

Contents

| | | |
|--------|-----------------------------|---|
| PART 1 | PRELIMINARY PROVISIONS..... | 2 |
| PART 2 | USE OF THE COMMON SEAL..... | 3 |
| PART 3 | OFFENCES AND PENALTIES..... | 4 |

PART 1 PRELIMINARY PROVISIONS

1 TITLE

- 1.1 This Local Law is called the Hindmarsh Local Law No 1 2021, and is referred to hereunder as “this local Law”.

2 OBJECTIVES OF THIS LOCAL LAW

- 2.1 The objectives of this Local Law are to:
- 2.1.1 provide a mechanism to facilitate the good governance of the Council;
 - 2.1.2 regulate the use of the Common Seal’;
 - 2.1.3 provide offences in the event of inappropriate conduct at Council meetings and meetings of Delegated Committees, and for offences in relation to the misuse of the Common Seal or any petition or joint letter; and
 - 2.1.4 revoke Local Law 1 of 2014.

3 AUTHORISING PROVISION

- 3.1 This Local Law is authorised under s111 of the *Local Government Act 1989*.

4 COMMENCEMENT AND END DATE

- 4.1 This Local Law commences operation on the day following the day on which notice of making this Local Law is published in the Government Gazette, and operates throughout the municipal district.
- 4.2 Unless sooner revoked, this Local Law ceases to operate on the date 10 years following its making.

5 REVOCATION

- 5.1 Upon this Local Law coming into operation, Local Law no. 1 of 2014 is revoked.

6 DEFINITIONS

Unless the contrary intention appears in the Local Law, the following words and phrases are defined to mean or include:

| | |
|---------------------------|--|
| Act | means the <i>Local Government Act 2020</i> . |
| Authorised Officer | means an authorised officer appointed under section 224 of the <i>Local Government Act 1989</i> . |
| Chairperson | means the person who chairs a meeting of the Council or Delegated Committee and includes an acting, temporary or substitute Chairperson. |
| Common Seal | means the common seal of Council. |

| | |
|----------------------------|---|
| Council | means Hindmarsh Shire Council. |
| Council meeting | has the same meaning as in the Act. |
| Councillor | means a person who is an elected member of the Council. |
| Delegated Committee | means a Delegated Committee established by Council. |
| Offence | means an act or default contrary to this Local Law. |
| Penalty Units | means a penalty unit as prescribed by the <i>Sentencing Act 1992</i> . |
| Petition | means a formal written application, typed or pointed without erasure, from one or more persons whose names and physical addresses also appears and on which each page of the petition bears the wording of the whole of the petition. |

PART 2 USE OF THE COMMON SEAL

7 USE OF THE COMMON SEAL

- 7.1 Council may, by resolution, authorise the use of the Common Seal.
- 7.2 The Chief Executive Officer must ensure the security of the Council's common seal at all times.
- 7.3 Every document to which the seal is affixed must be signed by the Chief Executive Officer or some other senior officer authorised by them and one other Councillors.

8 SEALING CLAUSE

- 8.1 Every document to which the Common Seal is affixed must be generally signed with Council's Sealing clause:

The common seal of Hindmarsh Shire Council was hereto affixed in accordance with its Local Law No 1 2021

Chief Executive Officer

Date

Councillor

Date

PART 3 OFFENCES AND PENALTIES

9 OFFENCES

9.1 It is an offence for:

9.1.1 A person who has been called to order by the Chairperson and who then fails to comply with the Chairperson's direction;

Penalty: one (1) Penalty Unit

9.1.2 A person to fraudulently sign a petition or joint letter presented to Council;

Penalty: one (1) Penalty Unit

9.1.3 A person to use Council's common seal without authority;

Penalty: ten (10) Penalty Units

9.1.4 A person to use a replica of Council's common seal without authority;

Penalty: ten (10) Penalty Units

10 INFRINGEMENT NOTICES

- 10.1 Any person who has committed an offence against this Local Law may be prosecuted in the State of Victoria.
- 10.2 As an alternative to prosecution for an offence, an authorised officer may issue an infringement notice containing the information required by the *Infringements Act 2006* (Vic).
- 10.3 To avoid prosecution, the penalty indicated must be paid within 28 days after the day on which the infringement notice is issued or within an extended time period as permitted by the authorised officer.
- 10.3.1 If payment is made within this time, the offence is to be deemed to be discharged.
- 10.3.2 If payment is not made within this time and the notice is not withdrawn the authorised officer may pursue the matter by:
- (a) prosecuting for the offence; or
 - (b) taking the steps available under the *Infringements Act 2006* (Vic) for enforcing penalties by registration of infringement notices.

NOTE: a person with an infringement notice is entitled to disregard the notice and defend the prosecution in court.

11 PAYMENT OF PENALTY

- 11.1 A person issued with an infringement notice may pay the penalty indicated to:
- Chief Executive Officer
Hindmarsh Shire Council
PO Box 250
NHILL VIC 3418

Resolution for the making of this Local Law was agreed to by Hindmarsh Shire Council on the [DATE].

The common seal of Hindmarsh Shire Council was hereto affixed in accordance with its Local Law No 1 2021

Chief Executive Officer

Date

Councillor

Date

Notices of the proposal to make and of the making of this Local Law were included in the Victorian Government Gazette dated XXXXXXXXXXXXXXXXXXXX.

Public notice of the proposal to make and confirmation of the making of this Local Law were inserted in the [PAPERS] on [DATES].

A copy of this Local Law was sent to the Minister for Local Government on [DATE]



Hindmarsh
Shire Council

HINDMARSH SHIRE COUNCIL

MUNICIPAL LOCAL LAW

[DATE]

HINDMARSH SHIRE COUNCIL
92 Nelson Street

Contents

| | | |
|---------------|---|----|
| PART 1 | PRELIMINARY PROVISIONS | 2 |
| PART 2 | CAMPING | 10 |
| PART 3 | CONTROL OF VEHICLES | 11 |
| PART 4 | LIVESTOCK | 13 |
| PART 5 | ENVIRONMENTAL AMENITY | 15 |
| DIVISION 5.1 | GENERAL PROTECTION OF AMENITY AND SAFETY | 15 |
| DIVISION 5.2 | OPEN AIR BURNING AND INCINERATORS | 16 |
| DIVISION 5.3 | COLLECTION OF HOUSEHOLD WASTE | 18 |
| DIVISION 5.4 | COMMERCIAL RUBBISH | 19 |
| DIVISION 5.5 | RECYCLABLE AND OTHER WASTE | 20 |
| DIVISION 5.6 | INTERFERING WITH WASTE COLLECTION | 21 |
| DIVISION 5.7 | KEEPING OF ANIMALS AND BIRDS | 21 |
| PART 6 | MUNICIPAL PLACES | 23 |
| PART 7 | USE OF RECREATIONAL VEHICLES | 26 |
| PART 8 | STREET TRADERS AND COLLECTORS | 26 |
| PART 9 | STREETS, ROADS AND PUBLIC PLACES | 27 |
| DIVISION 9.1 | ROAD CLOSURES | 27 |
| DIVISION 9.2 | MOVEABLE ADVERTISING SIGNS, DISPLAYS OF GOODS AND CHAIRS AND TABLES 29 | |
| DIVISION 9.3 | OTHER PROVISIONS RELATING TO STREETS, ROADS AND PUBLIC PLACES..... | 31 |
| PART 10 | PROTECTION OF COUNCIL ASSETS | 35 |
| PART 11 | APPLICATION FOR PERMITS | 37 |
| PART 12 | ENFORCEMENT | 40 |
| DIVISION 12.1 | NOTICE TO COMPLY | 40 |
| DIVISION 12.2 | INFRINGEMENT NOTICES | 42 |
| DIVISION 12.3 | OTHER PROVISIONS RELATING TO ENFORCEMENT | 42 |

PART 1 PRELIMINARY PROVISIONS

1 TITLE

- 1.1 This Local Law is called the Hindmarsh Municipal Local Law 2021, and is referred to below as “this Local Law”.

2 OBJECTIVES OF THIS LOCAL LAW

- 2.1 The objectives of this Local Law are to:
- 2.1.1 regulate and control uses and activities of Council buildings, land and reserves, allowing for public enjoyment of Council places and protecting Council assets by providing minimum standards of behaviour and managing risks;
 - 2.1.2 to promote the health and wellbeing of the people living in the municipal district and to provide a safe and healthy environment that gives the residents of the municipal district the opportunity to enjoy a quality of life that meets the general expectations of the community;
 - 2.1.3 to prohibit, regulate and control activities that may be dangerous, unsafe, detrimental or undesirable to the quality of life in the municipal district;
 - 2.1.4 to control nuisance caused by noise, odour and smoke emissions, and other discharges to the environment which may adversely affect enjoyment of life, health, safety and welfare of persons within the municipal district;
 - 2.1.5 to regulate the keeping of animals within the municipal area and protect their welfare, including providing for the movement of livestock being driven, grazed or kept within the municipal area;
 - 2.1.6 to provide a system for applying for Permits where a Permit is required;
 - 2.1.7 to provide for the administration of the Council's powers and functions;
 - 2.1.8 to provide generally for the peace, order and good government of the municipal district in a way which enhances the environment and quality of life; and
 - 2.1.9 revoke Local Law No. 2 of 2014.

3 AUTHORISING PROVISION

- 3.1 This Local Law is authorised under Part 3, Division 3 – Local Laws of the *Local Government Act 2020* and Part 3 of the *Domestic (Feral and Nuisance Animals) Act 1994*.

4 OPERATION DATE

- 4.1 This Local Law comes into operation on the day following the day on which notice of making this Local Law is published in the Government Gazette, and operates throughout the municipal district.
- 4.2 Unless sooner revoked, this Local Law ceases to operate on the date 10 years following its making.

5 REVOCATION

5.1 Upon this Local Law coming into operation, Local Law no. 2 of 2014 is revoked.

6 SUNSET DATE

6.1 Ten years after law comes into operation.

7 APPLICATION OF LOCAL LAW

7.1 This Local Law will apply to the whole of Council’s municipal district save that anything allowed or required under any Act, Regulation or the Hindmarsh Planning Scheme is not affected by any prohibition, requirement or restriction under this Local Law.

8 DEFINITIONS

Unless the contrary intention appears in the Local Law, the following words and phrases are defined to mean or include:

| | |
|---------------------------|---|
| Act | means the <i>Local Government Act 2020</i> |
| Advertising sign | means any sign, self-resting “A” frame, poster, panel or other object which advertises or promotes retail premises or merchandise. |
| Annex | means: <ul style="list-style-type: none"> (a) a structure; (b) an awning; (c) a room; (d) a lean-to; or (e) other enclosed or partially enclosed area which is used or is capable of being used in conjunction with a caravan or tent. |
| Aquatic facility | means any complex or area designated or set aside for swimming, and includes the building and outbuildings in, and the courtyards, gardens, grounds and car parks of such complex or area. |
| Attendant | means a person employed or engaged to work in the municipal building or at an aquatic facility |
| Authorised Officer | means any member of Council staff or other person authorised under section 224 (1) of the <i>Local Government Act 1989</i> |
| Barbecue | means any structure or device which is designed or constructed for the primary purpose of cooking food in the open air for human consumption. |
| Bicycle | means a two-wheeled or three-wheeled vehicle designed to be propelled by human power. |
| Building Works | means: <ul style="list-style-type: none"> (a) work associated with the construction, alteration, demolition or removal of a building; and (b) includes excavation, filing bricklaying and the delivery and assembly of materials and equipment. |

| | |
|--------------------------------|--|
| Car park | means an area which is: (a) located on land (i) owned by; (ii) occupied by; or (iii) under the care, management and control of Council; and (b) is designated as being, or set aside for the purposes of, a car park but does not include any area reserved for the deposit or return of shopping trolleys. |
| Caravan | means a dwelling that is designed to be moveable. |
| Cattle | means any bull, cow, ox, steer, heifer, calf, buffalo or deer. |
| Chief Executive Officer | means the Chief Executive Officer of Hindmarsh Shire Council |
| Council | means the Hindmarsh Shire Council. |
| Council land | means all land either vested in the Council or in respect of which the Council has the care and management. |
| Deal in goods | includes selling goods or exposing goods for sale. |
| Declared road | has the meaning ascribed to it in the Transport Act 1983. |
| Disease | means any contagious or infectious disease or any condition to which livestock is subject, or an exotic disease as declared by the Governor in Council for the purposes of the Livestock Diseases Control Act 1994. |
| Domestic appliance | means any fixed or portable appliance which is: (a) designed exclusively for the preparation of food; and (b) fired by gas or electricity. |
| Domestic bird, small | includes but is not limited to budgerigars, canaries, finches and cockatiels, which can be kept in a portable cage or in captivity. |
| Domestic bird, large | includes but is not limited to pigeons, cockatoos, parrots, galahs, which can be kept in a portable cage or in captivity, but does not include poultry. |
| Droving of livestock | means moving livestock from one location to another for the purpose of changing their grazing area. |
| Dwelling | means any building or part of a building used or intended to be used as a place of residence. |
| Effective control | for the purposes of interpreting PART 4 of the Local Law, “effective control” means control by person or persons alone or using dogs, devices, fences or other equipment so as to ensure that livestock are not trespassing or endangering persons or objects. |

For the purposes of interpreting DIVISION 9.363 of the Local Law, “effective control” means confined by a fence and a closed gate or on a leash or confined by such other appropriate method as prevents uncontrolled animal activity, and, in relation to dogs and cats which are not on a leash, means under direct supervision.

- Exemption** means an exemption issued by or under the authority of council under this Local Law.
- Farm** means any rateable land which is not less than two (2) hectares in area and is used primarily for carrying on one or more of the following businesses or industries:
- (a) grazing;
 - (b) agistment;
 - (c) dairying;
 - (d) pig farming;
 - (e) poultry farming;
 - (f) fish farming;
 - (g) tree farming;
 - (h) bee keeping;
 - (i) viticulture;
 - (j) horticulture;
 - (k) fruit growing; or
 - (l) the growing of crops of any kind.
- Fire** does not include a fire lit by a member of the Country Fire Authority in the course of their duties.
- Frontage** means
- (a) in relation to land on which a building is erected, the boundary line between the land and the street which it abuts;
 - (b) in relation to land on which a building is erected and where the land abuts more than one street, the boundary line between the land and the street onto which the main building fronts; and
 - (c) in relation to land on which no building is erected, the shortest boundary line between the land and any street which it abuts.
- Heavy motor vehicle** means a vehicle with a gross vehicle mass of 4.5 tonnes or more.
- Household waste service** means the area of the Municipal District which from time to time is included in contracts with the Regional Waste Management Group for the collection of household waste.
- Incinerator** includes any structure or device which is:
- (a) not enclosed in a building;
 - (b) used, intended, adapted or designed to be used or capable of being used for the purpose of burning any matter, material or substance; and
 - (c) not licensed or otherwise subject to control under the Environment Protection Act 1970
- but does not include a barbecue.

| | |
|---------------------------|---|
| Large cattle | means cattle over nine (9) months of age. |
| Leave standing | includes parked or unoccupied. |
| Livestock | has the same meaning as that stated in the <i>Impounding of Livestock Act 1994</i> . |
| Long vehicle | means a vehicle that, together with any load or projection, is 7.5metres long or longer. |
| Merchandise | means goods which are sold or offered for sale or in respect of which sale can be arranged from or within retail premises. |
| Minister | means the Minister responsible for administering the Local Government Act 1989 and the <i>Local Government Act 2020</i> . |
| Mobile garbage bin | means a receptacle or container fitted with a secure lid which is both fly proof and vermin proof and such lid must have an overlapping flange and a secure handle constructed of heavy duty moulded plastic. Such receptacle or container must conform to Australian Standards Design No. A. 1535. |
| Municipal building | means any building (a) owned and occupied by; or (b) under the care, management and control of Council but does not include any municipal offices, aquatic facility or public convenience. |
| Municipal depot | means the area set aside by Council for the storage and maintenance of plant and equipment and includes all buildings, including amenities buildings, or areas set aside for the short term housing of animals. |
| Municipal district | means the municipal district of the Hindmarsh Shire. |
| Municipal offices | the office or offices of the Municipal council. |
| Municipal tip | includes a transfer station. |
| Notice to comply | means a notice issued by an authorised office requiring a person to remedy any breach of this Local Law. |
| Nuisance | means a state, condition or activity which is or is liable to be dangerous to health or offensive. |
| Offensive | means noxious, annoying or injurious to personal comfort. |
| Organisation | any body, whether incorporated or not, including a club, association, group, league and co-operative. |
| Open air | means any place which is not within a permanent structure. |

| | |
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| Pavement | includes every footpath, lane or other place within the municipal district which is habitually used by pedestrians and not by motor vehicles. |
| Penalty unit | means the amount of a fine payable for an offence, determined by the Office of the Chief Parliamentary Counsel of the State Government of Victoria. |
| Permanent structure | any structure of a permanent kind which consists of a (a) wall on each side; and (b) roof and includes a caravan but not a tent. |
| Permit | a permit issued under Clause PART 1179 of this Local Law. |
| Permit fee | means a fee fixed by resolution of Council under PART 1178 of this Local Law. |
| Plant | (a) shrub; (b) hedge; or (c) other form of vegetation. |
| Playing arena | means an area within a reserve designated or set aside for competitive games or sport. |
| Poultry | Includes a rooster, fowl, pheasant, duck, goose, peacock, guinea fowl or turkey. |
| Pound | has the meaning ascribed to it by section 3 of the Impounding of Livestock Act 1994. |
| Pound keeper | means the person for the time being appointed by Council to manage the Pound. |
| Premises | includes land, buildings and a building under construction. |
| Public authority | means a body corporate established for a public purpose by an Act of the Parliament of Victoria or any other State or Territory of the Commonwealth, or by the Parliament of the Commonwealth. |
| Public place | other than in PART 4 of this Local Law includes any: (a) bridge, footway, footpath, court, alley, passage or thoroughfare formed on private land; (b) park, garden, reserve or other place of public recreation or resort; (c) wharf, pier or jetty; (d) place of public resort; and (e) open place to which members of the public have, or are permitted to have, access. Under PART 4 of this Local Law, Public Place has the meaning ascribed to it in Section 3 of the <i>Summary Offences Act 1966</i> . |
| Receptacle | Means a mobile garbage bin as defined by the Local Law, recycling bag or other approved receptacle used for the collection of household waste. |

| | |
|-----------------------------|--|
| Recreational vehicle | means a vehicle used for recreational purposes including: (a) motorcycle, trail bike or mini-bike; (b) a motor scooter; (c) a go-cart; and (d) any other vehicle which is propelled by internal combustion, steam, gas, electricity or other power but does not include a (i) motor car or vehicle; (ii) motor tractor; or (iii) other vehicle used solely for or in connection with primary production, cultivation, construction or maintenance; or for the conveyance of a person who is physically disabled. |
| Reptile | means any snake, lizard, turtle or tortoise. |
| Reserve | means any land within the municipal district (a) owned by Council; (b) occupied by Council; or (c) of which Council has the care, control and management which is used for sporting or recreational purposes, and includes parks, gardens, playgrounds, skate parks, and all car-parks, roads, tracks and other areas within the land. |
| Residence | includes part of a building used or intended to be used as a separate residence, as well as a flat and unit. |
| Residential area | an area which is zoned as being, or reserved for residential purposes under any applicable Planning Scheme. |
| Retail premises | any premises used for the carrying on of a business involving the sale or hire of goods or services by retail. |
| Road | Other than in PART 4 of this Local Law includes: (a) a street (whether or not it is a private street); (b) a private road; (c) land reserved or proclaimed as a road or street under the Land Act 1958; (d) a passage; (e) a cul de sac; (f) a public highway; (g) any land described or used as a road or street by the owner in relation to a transfer or conveyance which grants a right of way over the land; (h) any footpath, bicycle path, nature strip or any other matter or thing forming part of a road or street, and (i) the area as defined by the Road Rules published by VicRoads. Under PART 4 of this Local Law "Road" has the meaning ascribed to it in section 3 of the Act and includes a highway |
| Senior officer | means an officer that the Chief Executive Officer has designated to be a Senior Officer. |

| | |
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| Service authority | includes the Council, Police, State Emergency Service or any government, semi government or non-profit agency involved in remedying a problem associated with livestock on a road. |
| Skateboard | includes any board on wheels designed to enable self-propulsion, and extends to include any rollerblades or scooters. |
| Skate park | includes a community skate park established by the Hindmarsh Shire Council for the purpose of roller skating, roller blading, roller scooting, bicycle riding or similar activity. |
| Street | Includes: <ul style="list-style-type: none"> (a) a road, whether or not it is a private road; (b) land reserved or proclaimed as a street under the Land Act 1958. (c) a passage; (d) a cul de sac; (e) a public highway; (f) any land described or used as a street or road by the owner in relation to a transfer or conveyance which grants a right of way over the land; and (g) any footpath, bicycle path, nature strip or any other matter or thing forming part of a street or road. |
| Street furniture | means a sign, notice, structure, or fixture which is owned, was erected; or is maintained by council, and is located on; or adjacent to a road. |
| Total fire ban day | a day or part of a day declared to be a day or partial day of total fire ban under section 40 of the Country Fire Authority Act 1958. |
| Vehicle | means any form of conveyance intended to be used on a road or road-related area, including but not limited to: <ul style="list-style-type: none"> (a) a motor car; (b) a caravan; (c) a motor bike; (d) a trailer; (e) a tractor; (f) a recreational vehicle; (g) a bicycle. |
| Vehicle crossing | means an opening, or artificial surface which allows or facilitates access from a road to land which abuts that road. |
| Waste | means: <ul style="list-style-type: none"> (a) household waste includes hard waste, recyclable waste, garden waste and what is prohibited from being put into a receptacle under this Division; (b) recyclable waste includes P.E.T. plastics, paper, cardboard, aluminium, glass, tin or any other substance which Council determines from time to time; (c) hard waste means and includes furniture and household appliances but does not include food waste and other putrescible matter, car bodies or |

car parts unless reduced to a size that can be carried by two men, builders rubbish from the erection, alteration or additions to any building, trade wastes, garden waste or broken concrete; and

(d) garden waste means garden organic waste material including tree pruning, lawn clippings and the like.

Waste container any portable container or receptacle specifically designed for the collection of waste, and includes a rubbish hopper and mini-skip but not a refuse receptacle.

Zoned means zoned under any applicable planning scheme.

PART 2 CAMPING

9 Camping on private property

- 9.1 An owner or occupier of any land must not occupy, place or cause to be placed, or use or cause to be used a tent, caravan or annex on any land without a Permit.
- 9.2 Clause 9.1 does not apply to:
- 9.2.1 the storage of a caravan or similar facility on any land;
 - 9.2.2 any occupation, placement or use permitted by or under the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 1999; and
 - 9.2.3 the reasonable use of the tent, caravan or annex for periods of no more than three (3) months in a calendar year in association with the use of the land on which it is located and providing the use of the tent, caravan or annex is not for commercial gain.

CAMPING ON ROADS, PUBLIC PLACES OR COUNCIL LAND

- 9.3 Except with a Permit, a person must not occupy or use or cause to be used any road, Council land or public place for camping.
- 9.4 Except with a Permit, a person must not keep, erect or place any tent, caravan or annex on any road, Council land or in a public place.
- 9.5 Clauses 9.3 and 9.4 do not apply to:
 - 9.5.1 camping on land which is a permitted use under the Planning Scheme; or
 - 9.5.2 land designated as being, or set aside for use as a camping area and the use is authorised under the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 1999.
 - 9.5.3 camping on any road, Council land or public place in non-township areas where Council has designated that overnight camping is permitted.
- 9.6 An authorised officer may exempt any person or class of persons or an authority from the need to apply for a Permit.

Penalty for offences under Part 2: 2 Penalty Unit

10 Left standing or abandoned

- 10.1 A person must not:
 - 10.1.1 in a road or street;
 - 10.1.2 in a parking area provided by Council; or
 - 10.1.3 on land vested in or under the control of Council;
 - (a) leave standing an unregistered vehicle; or
 - (b) abandon a vehicle or cause a vehicle to be abandoned.
- 10.2 Clause 10.1 does not apply to:
 - 10.2.1 Vehicles that comply with and display Club Permit plates.

NOTE: A vehicle is considered abandoned if it has not been moved in two months.

PART 3 CONTROL OF VEHICLES

11 Power to impound

- 11.1 Where a vehicle left standing in a road or street, in a parking area provided by Council, or on any land vested in or under the control of Council is:
 - 11.1.1 causing an unlawful obstruction; or
 - 11.1.2 unlawfully parked;
 an authorised officer may cause the vehicle to be towed or removed to a pound or such other place as Council appoints, and be retained there subject to Clauses 12 and 13 of this Local Law.

12 Notice of impoundment

- 12.1 Where a registered vehicle is impounded, Council must serve a notice on each of the persons who appear to be the owner of the vehicle from the records kept at VicRoads or the equivalent body in the State or Territory in which the vehicle is registered.

13 Surrender of vehicle

- 13.1 Council must surrender a vehicle impounded in accordance with this Local Law to the owner or any person acting on the owner's behalf if:
- 13.1.1 satisfactory evidence is provided indicating that the person is the owner or authorised to act on behalf of the owner; and
 - 13.1.2 the owner or person acting on the owner's behalf pays the reasonable expenses incurred by Council in impounding, moving, keeping and releasing the vehicle (including overhead and other indirect costs) within seven (7) days of Council impounding the vehicle.

14 Power to sell, destroy or give away

- 14.1 Where a vehicle is impounded in accordance with this Local Law, Council must take reasonable steps to notify the owner of the vehicle that it may be:
- 14.1.1 sold by auction or public tender;
 - 14.1.2 destroyed or delivered to a municipal tip; or
 - 14.1.3 given away as Council sees fit;
- if it is not claimed and removed by the owner or person acting on the owner's behalf within fourteen (14) of impoundment.

- 14.2 If Council elects to offer a vehicle for sale (whether by auction or public tender), it must provide seven (7) days' notice of such auction or calling of tenders in a newspaper generally circulating in the municipal district. Every notice must indicate the vehicle:
- 14.2.1 registration number (if any);
 - 14.2.2 label number (if any);
 - 14.2.3 engine number;
 - 14.2.4 chassis number; and
 - 14.2.5 make, model and colour.
- 14.3 Where the net proceeds from the sale of the vehicle exceed the expenses incurred by Council in complying with this Local Law, Council shall hold the excess money to be paid to the owner of the vehicle or any other person who Council deems to be entitled to the money.

15 **Repairing vehicles**

- 15.1 A person must not dismantle, repair or paint a vehicle on a road except in an emergency or where necessary to enable the vehicle to be moved.

PART 4 LIVESTOCK

16 **Fencing of land containing livestock**

- 16.1 An owner or occupier of land on which livestock are kept must ensure that the fencing of that land is adequate to prevent the escape of that livestock.

17 **Droving of livestock**

- 17.1 A permit is required where livestock are to be driven:
- 17.1.1 through the municipal district; or
 - 17.1.2 from outside the municipal district towards a point of destination in the municipal district; or
 - 17.1.3 from inside the municipal district to a point of destination outside the municipal district.
- 17.2 A permit will be issued where the authorised officer is satisfied that:
- 17.2.1 the number of stock proposed to be moved is reasonable in the circumstances;
 - 17.2.2 the livestock are healthy and free from diseases and parasites;
 - 17.2.3 the roads proposed to be travelled is the most practicable direct route and not of high conservation significance;
 - 17.2.4 the owner or drover or person in charge of the livestock is able to adequately water and feed the livestock and to safely contain them overnight;
 - 17.2.5 the stock will remain under effective control at all times; and
 - 17.2.6 the owner or drover or person in charge of the livestock holds adequate public liability insurance.
- 17.3 Upon the issue of a droving permit, Council may notify the Department of Environment, Land, Water and Planning of the route and of the livestock to be driven.
- 17.4 A person who is in charge of livestock which are being driven on a road must ensure that:

- 17.4.1 they are competent in the handling of livestock and take all reasonable steps to minimise risk to other road users or to property in the area;
 - 17.4.2 the livestock are only driven during daylight hours, with a minimum visibility of 300 metres;
 - 17.4.3 proper disposal takes place of any carcass of any livestock that dies on the road under that person's charge;
 - 17.4.4 appropriate warning signs are erected in front of and behind any livestock being driven or camped overnight on a road in accordance with the Road Safety Rules 2009; and
 - 17.4.5 all conditions on the Permit are adhered to.
- 17.5 In the event that livestock is to be moved at a rate of less than one kilometre per hour, a grazing permit must be obtained.

18 Relocation of livestock in an emergency

- 18.1 The provisions in this Part do not apply to relocation of livestock by an authorised officer in an emergency or to avoid or minimize danger.

19 Health and/or fitness of livestock

- 19.1 Where an authorised officer has any doubt as to the health of the livestock to be driven or grazed, he or she may require the stock be subject to a veterinary examination at the cost of the owner.

Penalty for offences under Part 4: 6 Penalty Units.

PART 5 ENVIRONMENTAL AMENITY

DIVISION 5.1 – GENERAL PROTECTION OF AMENITY AND SAFETY

20 Dangerous land

- 20.1 No owner or occupier may allow or permit their land to be kept in a manner which is dangerous or likely to cause danger to life or property, or that is:
- 20.1.1 a haven for vermin, noxious weeds, insects or excessive vegetation growth;
 - 20.1.2 used without a permit for the storage of any substance, which in the opinion of an authorised officer is dangerous or is likely to cause danger to life or property; or
 - 20.1.3 for any reason as determined by the authorised officer.

21 Unsightly land

- 21.1 No owner or occupier may allow or permit their land to be kept in a manner which is unsightly or detrimental to the general amenity of their neighbourhood including land which:
- 21.1.1 harbours unconstrained rubbish, including disused excavation, waste material, or builder's rubble;
 - 21.1.2 has excessive vegetation stockpiles and/or growth, including noxious weeds;
 - 21.1.3 has automobiles and machinery that are unregistered and reasonably deemed to be excessive in number by the authorised officer, having regard to all relevant circumstances; or
 - 21.1.4 for any other reason as determined by the authorised officer.
- 21.2 The number of Unregistered vehicles per property should not, without a permit, exceed three (3).

22 Motor vehicles and machinery

- 22.1 Except with a permit or in conformity with a Planning Scheme, a person must not use:
- 22.1.1 any land, including commercial premises and private dwellings, for storage of four (4) or more old or second hand motor vehicles or machinery or for the dismantling or breaking up of motor vehicles or machinery; or
 - 22.1.2 land which is used or intended to be used primarily for residential purposes, for the repair or servicing of any motor vehicle other than a motor vehicle registered at the address of that land.

23 Noise

- 23.1 A person must not emit noise or cause noise to be emitted from any road or any land if in the opinion of any authorised officer, the noise is unreasonable.
- 23.2 In this clause "unreasonable" is determined having regard to duration, volume, intensity, time and place.
- 23.3 A person must not:

- 23.3.1 operate a vehicle mounted refrigeration unit on any land in a residential area prior to 7.00am or after 10.00pm Monday to Friday or prior to 9.00am or after 10.00pm on any Saturday, Sunday or Public Holiday if it is likely to cause a nuisance to an adjacent residential area;
- 23.3.2 deliver goods to any commercial premises prior to 7.00am or after 10.00pm Monday to Saturday or prior to 9.00am or after 10.00pm on any Sunday or Public Holiday if that delivery of goods is likely to cause a nuisance to an adjacent residential area; or
- 23.3.3 unless with a permit, cause or allow to be caused noise from or related to the construction, demolition or repair of buildings or works (except by repair or maintenance of a dwelling by the occupier) other than between 9.00am and 6.00pm on Saturday, Sunday or public holiday; or 7.00am and 8.00pm on Monday to Friday inclusive other than a public holiday.

DIVISION 5.2 OPEN AIR BURNING AND INCINERATORS

24 Burning generally

- 24.1 Unless permitted to do so by an Act or Regulations or by a Council permit, a person must not burn, or cause or allow to be burned on any land or road and in the open air any:
 - 24.1.1 rubber or plastic substance;
 - 24.1.2 petroleum oil or material containing petroleum oil
 - 24.1.3 paint or receptacle which contains or has contained paint;
 - 24.1.4 manufactured chemicals;
 - 24.1.5 pressurised cans;
 - 24.1.6 textile fabrics; or
 - 24.1.7 food waste.

NOTE: this provision does not apply where that person is a member of the staff of, or a person authorised by a public authority, and is lawfully engaged in an activity for or on behalf of Council or that public authority.

25 Fires in the open air in residential areas

- 25.1 A person must not, without first obtaining a permit or otherwise than in accordance with the conditions of any such permit light a fire or allow a fire to be lit or remain alight in a residential area and in the open air.
- 25.2 Nothing in Clause 25.1 shall restrict or otherwise affect the right of a person to light or use a barbeque, provided that the day is not a day declared under the Country Fire Authority Act 1958 to be a day of “total fire ban” in any part of Victoria that includes the municipal district.

26 Incinerators

- 26.1 No person shall light or allow to remain alight any incinerator in a residential area.
- 26.2 In a non-residential area, no person shall light or allow to remain alight any incinerator which is likely to ignite a fire in the open or constitute a nuisance.

27 Fire hazards

- 27.1 All owners or occupiers of residential land must ensure that all necessary steps are taken to prevent fires and minimise the possibility of the spread of fire and at all time vegetation and any other flammable material or substance be kept at such a length and in such a condition to minimise the possibility of the spread of fire.

28 Directive powers

- 28.1 If in the opinion of an authorised officer of a member of the Victoria Police a fire has been lit otherwise than in accordance with this Local Law or any permit issued under this Local Law, they may direct the owner, occupier or person in charge of the land on which the fire is alight to extinguish the fire.

Penalty for offences under DIVISION 5.2: 10 Penalty Units.

DIVISION 5.3 COLLECTION OF HOUSEHOLD WASTE

29 Occupier to maintain receptacle

- 29.1 An occupier of a dwelling must keep and maintain an approved mobile garbage bin (MGB), which must be in a sanitary and inoffensive condition.
- 29.2 The occupier of a dwelling must remove any rubbish which has spilled onto any road, nature strip or surrounding area from a receptacle or any other container left out by that person for collection by Council.

30 Prohibited use of receptacles

- 30.1 A person must not cause or permit to be placed in any receptacle any:
- 30.1.1 slops or liquid waste;
 - 30.1.2 ashes or dirt;
 - 30.1.3 wire or other jagged or rough edged material or object unless the material or object is securely wrapped so as to prevent injury to any person emptying the receptacle.
 - 30.1.4 syringes or other sharp objects which may be contaminated with infectious waste including blood unless wrapped or secured in such a manner as to render it or them harmless or inoffensive;
 - 30.1.5 oil, paint or solvents, or any other thing substance or material whatsoever which may damage such receptacle or reduce its strength;
 - 30.1.6 the carcass of a deceased animal or mammal;
 - 30.1.7 building waste;
 - 30.1.8 hazardous chemicals, or volatile, explosive or flammable substances;
 - 30.1.9 human faeces;
 - 30.1.10 any other object or matter which is or may be deemed by an authorised officer to be unsuitable for collection;
- except in a receptacle approved for that purpose.
- 30.2 An occupier of a dwelling must cause any receptacle to be removed within 24 hours from the time

Penalty for offences under DIVISION 5.3: Penalty Units.

DIVISION 5.4 COMMERCIAL RUBBISH

31 **General**

- 31.1 The occupier of any land other than a residential property must ensure that any receptacle used for the storage of industrial, trade or commercial refuse or other rubbish is:
- 31.1.1 constructed of impervious materials as approved by Council;
 - 31.1.2 maintained in a clean, inoffensive and sanitary condition and able to be cleaned from time to time as prescribed by Council; and
 - 31.1.3 fitted with a vermin-proof close fitting lid and securely closed at all times.

Penalty for offences under DIVISION 5.4: 2 Penalty Units.

DIVISION 5.5 RECYCLABLE AND OTHER WASTE

32 **Recyclable waste, hard waste and garden waste**

- 32.1 Council may, from time to time, and in such manner as it may determine, undertake the collection of other waste including recyclable waste, hard waste and garden waste.
- 32.2 The occupier of a dwelling in the recyclable household service area who is supplied by Council or its contractor with a receptacle for collection must use the receptacle only for the purpose for which it was provided.
- 32.3 Hard waste may only be placed out on the reserve adjacent to the road in such a manner that will not obstruct or hinder the use of any footpath or road and otherwise in a manner which Council resolves from time to time.
- 32.4 Garden waste may only be placed out on the reserve adjacent to the road in such a manner that will not obstruct or hinder the use of any footpath or road and otherwise in a manner which Council resolves from time to time.

33 **Large waste containers**

- 33.1 A person must not, without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit place or allow to be placed on or adjacent to:
- 33.1.1 a street;
 - 33.1.2 a road;
 - 33.1.3 a lane;
 - 33.1.4 a footway;
 - 33.1.5 a nature-strip; or
 - 33.1.6 premises;
- any large waste container or Skip Bin.

34 **Human faeces**

- 34.1 Except with a Permit, a person including builders, sub-contractors and their agents and servants, must not deposit any human faeces on any land or in any water or watercourse.

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| <p>Penalty for offences under DIVISION 5.5: 4 penalty units</p> |
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DIVISION 5.6 INTERFERING WITH WASTE COLLECTION

35 General

- 35.1 A person must not, without the consent of an authorised officer, remove or interfere with any household waste, recyclable waste or garden waste which is placed out for collection.
- 35.2 If Council undertakes the collection of recyclable waste, hard waste or garden waste, a person must not place out for collection any waste which is not of the kind of substance specified by Council for collection at that particular time.

Penalty for offences under DIVISION 5.6: 2 penalty units

DIVISION 5.7 KEEPING OF ANIMALS AND BIRDS

36 General

- 36.1 An owner of animals or person acting on their behalf must ensure animals are kept on land that is securely fenced, or caged as necessary.
- 36.2 All animals must be kept in a sanitary environment that is regularly cleaned and kept in good order and repair with adequate drainage and shade.
- 36.3 Proper provision must be made for the storage and dispersal of food and for adequate supply of water for all animals.
- 36.4 Deceased animals must be disposed of in a hygienic way.
- 36.5 An owner of animals or occupier of land on which they are kept must ensure no noise or smell emanates from the property such that it is a nuisance to neighbours.

37 Dogs and cats

- 37.1 An occupier of land comprising a property confined within the residential or township zone of the municipality must not, without first obtaining a permit, nor otherwise than in accordance with the conditions of any such permit, keep more than:
- 37.1.1 two (2) dogs over three (3) months of age; or
- 37.1.2 two (2) cats over three (3) months of age.
- 37.2 It is an offence to harbour an unregistered dog/s over three (3) months of age or a cat/s over three (3) months of age.
- 37.3 An owner of animals must not allow a dog or cat to roam at large between dusk and dawn in a zoned residential area.

38 Horse and cattle

- 38.1 In a residential or township area a person must not, without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit, keep:
- 38.1.1 horses;
- 38.1.2 cattle;

- 38.1.3 sheep;
- 38.1.4 goats, or
- 38.1.5 pigs.

39 Domestic birds and poultry

- 39.1 In a residential or township area, a person must not without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit, keep more than:
- 39.1.1 fifty (50) small domestic birds or ten (10) large domestic birds; or
 - 39.1.2 twelve (12) mature poultry; and
 - 39.1.3 one (1) rooster.

NOTE: where Council receives noise and or nuisance complaints about roosters that cannot be resolved, the authorised officer may order the rooster be removed.

40 Rodents and reptiles

- 40.1 A person must not, without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit, and without obtaining the relevant licences, keep more than:
- 40.1.1 six (6) rodents; or
 - 40.1.2 six (6) reptiles.

41 Other animals

- 41.1 An occupier of land in a residential or township area must not, without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit, keep any animal not referred to in this DIVISION 5.7 on their land.

42 Different types of animals

- 42.1 No owner or occupier of property zoned township. residential or business, with the exception of commercial pet shops, may without a permit keep or allow to be kept more than five (5) different types of animals on any one property at any time without approval from the authorised officer.

Penalty for offences under DIVISION 5.7: 2 Penalty Units for a first offence; 4 Penalty Units for a second offence; 10 penalty points for any subsequent offences.

PART 6 MUNICIPAL PLACES

43 General

- 43.1 A municipal place includes municipal offices, municipal buildings, municipal depots, tips, reserves, skate parks and aquatic facilities.

44 Unauthorised entry

- 44.1 A person must not, without the authority of Council or a member of Council's Senior Management Team (SMT), enter any municipal office, municipal building, municipal depot, tip or aquatic facility while they are closed.
- 44.2 Except as determined by resolution of Council, all skate parks and reserves must be open to the public on each day.
- 44.3 Any fee associated with entry to a reserve or aquatic facility must be paid prior to entry.

45 Maintenance

- 45.1 Council or a member of Council staff may close any municipal place for any purpose, including maintenance, cleaning, or hire for use by an individual or group.
- 45.2 A person must not without the authority of Council destroy, damage, change, remove, interfere with or install any notice, seat, furniture, fixture, fitting, carpet, ceiling, wall or plant within a municipal place.

46 Hire and use of municipal places

- 46.1 Subject to the Act, Council may hire out, lease, license or otherwise allow the use of the whole or any part of a municipal place by any person or association for an event on such terms and conditions as Council considers appropriate.
- 46.2 During any period in which a municipal place has been hired out, an authorised officer or an attendant may refuse admission to any person not associated with the hired use of the place.
- 46.3 Council may from time to time set fees and charges for the use of a municipal place including a building or reserve as it considers appropriate.

47 Management agreements

- 47.1 If Council enters or has entered into a contract or agreement with any person to manage or operate an aquatic facility or reserve on behalf of Council, the provisions of that contract or agreement prevail over the provisions of this Local Law to the extent of any inconsistency.

48 Conduct

- 48.1 A person must not in a municipal place, without the authority of Council:
- 48.1.1 behave in a way that:
- (a) offends against decency;
 - (b) interferes with the enjoyment of a municipal place by other persons;
 - (c) endanger other persons or be injurious to health; or

- (d) is likely to cause damage to the municipal place;
- 48.1.2 consume, supply or sell any intoxicating liquor to any person or persons unless all necessary licenses or permits have been obtained;
- 48.1.3 enter or remain whilst under the influence of intoxicating liquor, drugs or any other substances;
- 48.1.4 remain in or upon a reserve after having been lawfully directed to leave by an authorised officer or a member of the Victoria Police;
- 48.1.5 bring any firearm, or any other dangerous or offensive weapon, except for a member of Victoria Police acting in his or her official duties;

NOTE: the authorised officer may carry a firearm except in a customer service centre or Council depot.

- 48.1.6 erect, fix or place any advertisements or notices;
- 48.1.7 distribute or otherwise make available on a weekday any printed electoral material within 100 metres of a municipal office;
- 48.1.8 organize, hold or attend any rally, procession, demonstration or other public gathering;
- 48.1.9 sell, expose or offer for sale on a reserve any food, drink or other article;
- 48.1.10 light a fire or allow a fire to remain alight unless the fire is in a barbecue, or an approved camp oven.
- 48.1.11 permit an animal owned by him or her or of which he or she is in charge to be in a municipal place unless the animal is under effective control;
- 48.1.12 disobey any sign or markings erected or placed by Council, or remove, displace, disfigure or damage such a sign or markings; or
- 48.1.13 play an unlawful game, carry on any form of gambling, or conduct, organise or participate in a game of sport if for commercial gain.

49 Aquatic facilities

- 49.1 A person must not enter or remain in an aquatic facility if he or she is under the age of 10 years, unless that person is in the care of an adult.
- 49.2 A person must not:
 - 49.2.1 act in a manner which endangers or annoys any other person, such as pushing people into a pool;
 - 49.2.2 act in a manner which may cause damage to any pool, aquatic equipment or life saving devices;
 - 49.2.3 pollute, discolour or render unclean any water, equipment or part of an aquatic facility.
- 49.3 Except with the consent of the attendant, a person must not bring into or cause or permit to be brought into or remain in any part of an aquatic facility:
 - 49.3.1 any aquatic toys or equipment that may interfere with the use or enjoyment of an aquatic facility or any part of an aquatic facility by any person;
 - 49.3.2 any wheeled vehicle other than a pram, pusher or wheelchair, such as roller blades or a skateboard;
 - 49.3.3 any chemical substance, liquid or powder which is dangerous or injurious to health or has the potential to pollute, discolour or render unclean any part of an aquatic facility or cause a nuisance to any person.
- 49.4 A person using an aquatic facility must wear a suitable and clean bathing costume so as to preserve public decency to the satisfaction of an attendant.

Penalty for offences under PART 6: 2 Penalty Units

PART 7 USE OF RECREATIONAL VEHICLES

50 General

- 50.1 A person must not, without obtaining a permit nor otherwise than in accordance with the conditions of any such permit ride or use a recreational vehicle on any land within two (2) kilometres of a residential or township area within the municipal district.

Penalty for offences under PART 7: 2 Penalty Units

PART 8 STREET TRADERS AND COLLECTORS

51 General

- 51.1 A person must not, without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit, deal in goods or motor vehicles in or within any:
- 51.1.1 street;
 - 51.1.2 vacant land;
 - 51.1.3 land which he or she does not ordinarily occupy; or
 - 51.1.4 public place;
- within the municipal district.

Penalty for offences under: 2 Penalty Units

PART 9 STREETS, ROADS AND PUBLIC PLACES

DIVISION 9.1 ROAD CLOSURES

52 Permanent and temporary road closures

- 52.1 An application must be made before:
- 52.1.1 closing to through traffic the whole or part of a road, bridge or culvert;
 - 52.1.2 closing for a particular period during the year the whole or part of a road, bridge or culvert; or
 - 52.1.3 stopping all or some traffic through the closed area.

53 Content of application

- 53.1 Every application made must:
- 53.1.1 contain a Traffic Management Plan showing the road, bridge or culvert and the points at which it is proposed to be closed; and
 - 53.1.2 indicate the objectives of the proposed closure.

54 Advertising the application

- 54.1 The relevant Director must, as soon as is practicable after preparing the proposal, give notice of the application to:
- 54.1.1 every person who owns or occupies properties abutting or adjacent to the road, bridge or culvert and any other properties that might be affected by the closure, advising them they may make a submission under the Act.
 - 54.1.2 VicRoads;
 - 54.1.3 the Victoria Police;
 - 54.1.4 the Country Fire Authority;
 - 54.1.5 the Ambulance Service Victoria - Western Region;
 - 54.1.6 the State Emergency Service; and
 - 54.1.7 the Ministers administering the Transport Act 1983 and the Act.

55 Considering the application

- 55.1 Subject to sections 205, 206(b) and 223 of the *Local Government Act 1989*, the relevant Director, in consultation with the Chief Executive Officer, may
- 55.1.1 accept the application;
 - 55.1.2 accept the application with modifications; or
 - 55.1.3 refuse to accept the application;
- having regard to:
- 55.1.4 the particulars of any traffic management strategy for the area in which the road, bridge or culvert is located;
 - 55.1.5 how the closure is to be effected; and
 - 55.1.6 how the costs of carrying out any relevant works will be financed.

Note: a decision of the relevant Director and Chief Executive Officer can be repealed by a resolution of Council.

56 Further advertising the application

- 56.1 If the relevant Director:
- 56.1.1 accepts the application; or
 - 56.1.2 accepts the application with modifications;
- 56.2 the Chief Executive Officer must cause to be published in a newspaper generally circulating within the municipal district a notice for 14 days:
- 56.2.1 advising that the application has been accepted;
 - 56.2.2 indicating the purport of the application; and
 - 56.2.3 advising when the closure and stoppage will take effect.

57 General prohibition

- 57.1 A person must not drive or cause to be driven a vehicle on or onto any:
- 57.1.1 road, bridge or culvert; or
 - 57.1.2 part of a road, bridge or culvert
- which has been closed in accordance with this DIVISION 9.1.

DIVISION 9.2 MOVEABLE ADVERTISING SIGNS, DISPLAYS OF GOODS AND CHAIRS AND TABLES

58 Permit required

- 58.1 A person must not, without first obtaining a permit nor otherwise than in accordance with the conditions of any such permit, place a movable advertising sign, advertising flags, wind barriers, display goods or items, or place tables and chairs on a road or road related area, including a footpath or the shoulder of a road.
- 58.2 Subject to Clause 58.1, a person who carries on a commercial or retail undertaking may place a movable advertising sign, advertising flags, wind barriers, display goods or items or place tables and chairs on an adjacent footpath provided this is done so in accordance with the conditions set out on the permit.
- 58.3 Council or an authorised officer may issue a permit to allow a movable advertising sign, advertising flags, wind barriers, display of goods or items or place tables and chairs in an area outside of the operating envelope described in the permit where he or she is of the opinion that the sign does not unreasonably impede, obstruct or hinder the movement of pedestrian traffic along the footpath by reason of any circumstance including the number of signs, goods or items displayed, advertising flags, wind barriers, tables and chairs and taking into account their proximity to other such items (including items located outside of adjoining premises), street seats, planter boxes or other similar fixed or semi-fixed structures.

59 Public liability insurance

- 59.1 A person who carries on a commercial or retail undertaking and who places an advertising sign or a structure supporting an advertising sign, advertising flags, wind barriers, display of goods or items or the placing of tables and chairs on an adjacent footpath or otherwise in accordance with this Local Law must either.

- 59.1.1 take out and maintain, for the duration of the relevant activity, a public liability insurance policy in the joint names of the relevant person and the Council to the value of not less than \$10 million or such other amount as Council considers is appropriate and must produce a copy of the certificate of currency of that insurance policy on demand to an authorised officer; or
- 59.1.2 enter into a suitable agreement with the Council to cover the advertising sign or a structure on the footpath under Council's public liability coverage.

Penalty for offences under DIVISION 9.2: 4 Penalty Units.

DIVISION 9.3 OTHER PROVISIONS RELATING TO STREETS, ROADS AND PUBLIC PLACES

60 Consumption of alcohol

- 60.1 A person must not consume, possess or have under his or her control any open containers of alcohol within any town boundary except in the following areas and between the hours designated by Council:
- 60.1.1 in Nhill at Jaypex Park, Goldsworthy Park, Davis Park or the Nhill Lake barbeque areas between the hours of 12pm and 10pm;
 - 60.1.2 in Dimboola at Bicentennial Park, Dimboola Recreation Reserve, Nine Creeks Reserve barbeque area or the rear of the Dimboola Library between 12pm and 10pm;
 - 60.1.3 in Rainbow at the Federal Street Barbeque Area and Rainbow Recreation Reserve between 12pm and 10pm; and
 - 60.1.4 in Jeparit at the Riverbank precinct barbeque area, Jeparit Recreation Reserve, Broadway barbeque area, the Wimmera Mallee Pioneer Museum, or Menzies Square between 12pm and 10pm.
- 60.2 Clause 60.1 does not apply to a person who possesses alcohol in a sealed container or consumes or has under his or her control, liquor in premises or at a location which:
- 60.2.1 is licensed under the Liquor Control Reform Act 1998; or
 - 60.2.2 is the subject of a written consent from Council or an authorised officer allowing a person or persons to have in their possession or control any liquor.

61 Shopping trolleys

- 61.1 A person must not leave a shopping trolley on any road or in a car park vested in or under Council's management or control, or in a public place, other than in an area designated by Council as an area where shopping trolleys may be left.
- 61.2 An authorised officer may impound a shopping trolley left in a place where, pursuant to Clause 61.1, it must not be left.

62 Skateboards and bicycles

- 62.1 Council may designate areas in which skateboards and bicycles must not be used or ridden and must erect signs in or at the entrance to any area so designated indicating those prohibitions.
- 62.2 A person must not use a skateboard or bicycle in a prohibited area designated by the Council.
- 62.3 A person may not be prosecuted for an offence under Clause 62.2 where the Council fails to erect and maintain signs as required under Clause 62.1.
- 62.4 A person must not use a skateboard or bicycle, or authorise another person to use a skateboard or bicycle on a road in a manner so as to cause inconvenience or obstruct, hinder, endanger, alarm or prevent the free passage of any pedestrian or other user of the road, whether in or on another vehicle or not.

63 Dogs and cats

- 63.1 A person must not allow any dog or cat owned or in that person's custody to be in or on any road, public place or Council land unless such dog or cat is under effective control.

Note: effective control is defined as being secured by a chain, cord or leash.

- 63.2 A person must not, in a residential or township area, release a dog or cat so as to enable that dog or cat to:
- 63.2.1 attack any person or animal, other than a pest or game animal; or
 - 63.2.2 endanger any person or animal, other than a pest or game animal.
- 63.3 A person in charge of a dog that defecates in a public place must immediately remove the faeces and deposit them as litter in a lawful manner.
- 63.4 A person in charge of a dog in a public place must have in his or her possession the means to collect and dispose of the dog's faeces.

64 Identification of premises

- 64.1 If Council has allotted a numbered premises abutting the road so that they may be identified, the owner and occupier of those premises must:
- 64.1.1 mark or cause to be marked; and
 - 64.1.2 maintain or cause to be maintained
 - 64.1.3 that number on part of the premises.
- 64.2 The number must be marked in such a way that it can, at any reasonable time, be clearly seen by any person using the road which abuts such premises.

65 Vegetation

- 65.1 The owner or occupier of land in a residential or township area must not permit any tree, part of a tree, plant or part of a plant to grow in such manner as to:
- 65.1.1 overhang the boundary between the land and any pavement or road abutting that land to a height of less than 2.5 metres from any road;
 - 65.1.2 obstruct or impair the vision of the driver of any vehicle travelling along a road abutting the land; or
 - 65.1.3 otherwise prejudice the safe and convenient use of any pavement or road abutting the land.
- 65.2 If an authorised officer reasonably suspects that an owner or occupier of land is contravening Clause 65.1, he or she may serve on the owner or occupier a Notice to Comply.

66 Obstructions

- 66.1 A person must not obstruct the lawful use of any road or pavement.
- 66.2 If an authorised officer finds a person contravening Clause 66.1, Council or that authorised officer may:
- 66.2.1 remove the obstruction; or
 - 66.2.2 cause the obstruction to be removed.
- 66.3 Any expenses incurred by Council in its exercising of the powers conferred by Clause 66.2, shall be a debt due and payable to Council by the person found contravening Clause 66.1.

67 Heavy or long motor vehicles

- 67.1 The driver of a heavy vehicle, or long vehicle, must not stop on a length of road in a residential area for longer than one (1) hour, unless the driver is permitted to stop on the length of road for longer than one (1) hour by information on or with a traffic control device, or is permitted to do so by Council.

68 Removal of wood from roadsides

- 68.1 Unless with a permit a person must not collect wood on Council roadsides.

Note: If native vegetation is lopped or removed as part of Council construction or maintenance works, all persons are required to obtain Council permission to collect the wood in addition to the wood collection permit. In recognising the efforts of the Biolink program Council prohibits the collection of firewood from the Nhill-Jeparit roadside between the Glenlee Reserve Road and the Glenlee-Lorquon Road.

69 Cultivation and burning on road reserves

- 69.1 No person without a permit shall carry out any cultivation or burning work on any Council controlled road reserve.

Penalty for offences under DIVISION 9.3: 2 Penalty Units.

Penalty for offences under Clauses 68: 4 Penalty Units

Penalty for offences under Clauses 69: 10 Penalty Units

PART 10 PROTECTION OF COUNCIL ASSETS

70 Street furniture and council land

- 70.1 A person must not:
- 70.1.1 destroy;
 - 70.1.2 remove;
 - 70.1.3 deface;
 - 70.1.4 interfere or tamper with; or
 - 70.1.5 damage;
- any street furniture within a road reserve or public space.
- 70.2 No person without a permit shall:
- 70.2.1 destroy, damage or interfere with any Council land;
 - 70.2.2 destroy, damage or interfere with anything on any Council land; or
 - 70.2.3 remove anything from any Council land.
- 70.3 No person shall allow trees or plants on his or her land to cause damage to or interfere with Council land or infrastructure.
- 70.4 Council may require by notice in writing the owner or occupier of land from which any tree or plant is causing damage to or interference with Council land to undertake works on his or her land or on the adjacent road or public place to ensure compliance with this Clause and to make good any such damage caused.

71 Road opening permits

- 71.1 Clause 71.2 applies to a person who:
- 71.1.1 requires access to infrastructure (such as pipes or wires) located within a road reserve;
 - 71.1.2 is placing the infrastructure (such as pipes or wires) within a road reserve;
 - 71.1.3 is placing or maintaining poles in a road reserve;
 - 71.1.4 for the purpose of undertaking building work must open the surface of a road reserve.
- 71.2 A person may open the surface of the road to the extent necessary if the person applies to the Council for a permit in writing, before opening the surface of the road, footpath, drainage or kerb and channel of the proposed work.
- 71.3 Once a Permit is granted, the Permit holder must:
- 71.3.1 do no more damage to the road, footpath, drainage or kerb and channel surface than is necessary;
 - 71.3.2 comply with any requirements imposed, in writing, by the Council in relation to the carrying out of the work;
 - 71.3.3 reinstate the road, footpath, drainage or kerb and channel surface to the Council's satisfaction; and
 - 71.3.4 advise the Council, in writing, of the completion of the work.

72 Gardening works on nature strips

- 72.1 A person who is the owner or occupier of land in a residential or township area may undertake maintenance of the lawn on the nature strip adjacent to the land.
- 72.2 A person who is the owner or occupier of land in a residential or township area must apply for a Permit in writing to undertake other gardening works on the nature strip adjacent to the land, such as creating garden beds or planting trees.

73 Tapping into drains

- 73.1 No person without a permit shall destroy, damage or tap into a Council drain.

74 Interference with water courses

- 74.1 No person without a permit shall destroy, damage or interfere with a water course, ditch, creek, gutter, drain, tunnel, bridge, levee, culvert or fence which belongs to Council or is under the control of Council or which Council is responsible to maintain.

NOTE: a road opening permit is required to do any works on cross overs.

75 Vehicle crossings

- 75.1 Unless Clauses 75.4, 75.5 or 75.6 applies, a person must not, without a permit, construct, install, remove or alter a vehicle crossing.
- 75.2 An owner and occupier of land must not cause or permit any vehicle to enter or leave that land unless a properly constructed vehicle crossing exists on or abuts the entry to the land.
- 75.3 Every vehicle crossing must be constructed to satisfy the conditions of the Permit.
- 75.4 Council may, by notice in writing served on the owner or occupier of land, require the construction of a satisfactory vehicle crossing to any land, with the full cost of such works being borne by the owner or occupier.
- 75.5 Council may, by notice in writing served on the owner or occupier of land, require the repair of a vehicle crossing which is in a state of disrepair and repair of any drainage pit, footpath, kerb and channel adjacent to such land which has been damaged as a result of being driven over by a vehicle, with the full cost of such works being borne by the owner or occupier.

Note: where works are conducted by or on behalf of the owner or occupier of land and a Building Permit has been issued by Council, Council must be notified in writing at least one week before works commence. Similarly, where such building permits have been issued by Private Building Surveyors, Council must be notified in writing of the start date of the works at least one week before works commence.

- 75.6 Council may, by notice in writing served on the owner or occupier of land, require the removal of a vehicle crossing and reconstruction of the kerb and channel and footpath adjacent to the vehicle crossing if, in the opinion of Council, the vehicle crossing is no longer required, with the full cost of such works being borne by the owner or occupier.

76 **Mobile cranes and large vehicles**

- 76.1 Council may, by notice in writing served on the owner or occupier of land, require the removal of a vehicle crossing and reconstruction of the kerb and channel and footpath adjacent to the vehicle crossing if, in the opinion of Council, the vehicle crossing is no longer required, with the full cost of such works being borne by the owner or occupier.

Penalty for offences under PART 10: 4 penalty units for individuals and 10 penalty units for companies.

PART 11 APPLICATION FOR PERMITS

77 **Applying for a permit**

- 77.1 A person who wishes to apply for a permit may do so by:
- 77.1.1 lodging with the Council an application, at least twenty-one (21) working days before the proposed activity, in a form approved by the Council; and
 - 77.1.2 paying to the Council the appropriate application fee.

Note: a permit to apply for the closing to through traffic for the whole or part of a road, bridge or culvert, or closing to through traffic for a particular period during the year the whole or part of a road, bridge or culvert, or stopping all or some traffic through the closed area must be applied for by application at least three (3) months prior to the closure.

- 77.2 The Council or an authorised officer may require an applicant to provide additional information before dealing with an application for a permit or for an exemption.
- 77.3 A person who makes a false representation or declaration (whether oral or in writing), or who intentionally omits relevant information in an application for a permit or exemption is guilty of an offence.
- 77.4 Before dealing with any application or exemption the Council or an authorised officer may require the Applicant to:
- 77.4.1 give notice of the Application to any persons whom Council considers may be detrimentally affected by the grant of the Application; and
 - 77.4.2 publish notice of the Application in a newspaper generally circulating in the municipal district which will entitle any person to make a submission and to be heard in accordance with section 223 of the *Local Government Act 1989*.
- 77.5 Every notice given or published must consist of:
- 77.5.1 a summary of the Application;
 - 77.5.2 an indication that Council will consider the Application after the expiry of 14 days following the giving or publication of the notice;
 - 77.5.3 an indication that all persons affected by the grant of an Application may send to Council any written submissions they may wish to make in relation to the Application;
 - 77.5.4 an indication that all persons making a written submission may request to be heard in support of the written submission; and
 - 77.5.5 an indication that all written submissions received within 14 days of the date of the notice and any subsequent oral submissions made will be taken into account in the determination of the Application.
- 77.6 All written submissions received within the 14-day period and any subsequent oral submissions made must be considered by Council.

78 Fees generally

- 78.1 The Council may, from time to time, determine fees by resolution for the purposes of this Local Law, subject to any penalties set under Commonwealth or State legislation.
- 78.2 The Council may waive, reduce or alter a fee with or without conditions.
- 78.3 A copy of current fees and charges must be available from the Council.

79 Grant of a permit

- 79.1 In considering whether or not to grant a Permit, Council or an authorised officer must consider:
- 79.1.1 any policy or guidelines adopted by Council relating to the subject matter of the application for the Permit;
 - 79.1.2 any objections or submissions that may be received in respect of the Application;
 - 79.1.3 any comment that may be made in respect of the application by any public authority, government department or community organisation;
 - 79.1.4 any special requirement set out in this Local law; and
 - 79.1.5 any other relevant matter.

80 **A permit may be conditional**

- 80.1 A Permit under this Local law may be issued subject to conditions, including conditions relating to payment of fees, commencement and completion dates, rectification or restoration of a situation or circumstance, or the granting of some other license or permit.

81 **Commencement and duration of permits**

- 81.1 A Permit operates from the date specified in the Permit or if no date is specified the day on which it is issued.
- 81.2 A permit is in force until the expiry date indicated on the permit, unless it is cancelled before the expiry date.

82 **Correction of permits**

- 82.1 The Council may correct a permit in relation to:
- 82.1.1 an unintentional error or an omission; or
 - 82.1.2 an evident material miscalculation or an evident material mistake of description of a person, thing or property.
- 82.2 The Council must notify a permit holder in writing of any correction.

83 **Cancellation of a permit**

- 83.1 The Council or an authorised officer may cancel a permit if it considers that:
- 83.1.1 there has been a serious or ongoing breach of any condition of the permit
 - 83.1.2 a notice to comply has been issued, but not complied with within seven days after the time specified in the notice for compliance;
 - 83.1.3 there was a significant error or misrepresentation in the application for the permit; or
 - 83.1.4 in the circumstances, the permit should be cancelled.
- 83.2 Before it cancels a permit, the Council must provide to the permit holder an opportunity to make comment on the proposed cancellation.
- 83.3 If a permit holder is not the owner of the land and the owner's consent was required to be given to the application for the permit, the owner must be notified of any notice to comply and of the reason why it has been served.

84 **Exemptions**

- 84.1 The Council may by written notice exempt any person or class of persons from the requirement to have a permit, either generally or at specified times.
- 84.2 An exemption may be granted subject to conditions.
- 84.3 A person must comply with the conditions of an exemption.
- 84.4 An exemption may be cancelled or corrected as if it were a permit.
- 84.5 Notwithstanding any other considerations, the Council may exempt a person from the requirement to have a permit in respect of:
- 84.5.1 grazing of livestock if it is part of a municipal fire prevention program;

- 84.5.2 any applicant where it is satisfied that past performance by the applicant is such that the council can be confident that no supervision will be required and that full compliance with all conditions of exemption can be expected; or
 - 84.5.3 any applicant where, having regard to all the circumstances of the proposal under consideration, the council considers it is appropriate to do so.
- 84.6 Where compliance with any condition of a permit or an exemption or other condition arising under this Local Law is impracticable in a particular circumstance, the Council may exempt a person from compliance with that condition or vary the condition in a way which is capable of compliance.

85 Permit to be produced on demand

- 85.1 A Permit issued under this Local Law must be produced to an authorised officer upon demand.

86 Register of permits

- 86.1 Council must keep a current Register of Permits that includes all amendments and cancellations of permits.

87 Delegation

- 87.1 Under section 114 of the *Local Government Act 1989*, the Council hereby delegates to the Chief Executive Officer, Director Corporate and Community Services and Director Infrastructure Services all the powers, discretions, authorities and considerations of Council under this Local Law.
 - 87.1.1 including the powers, discretions and authority to issue or refuse permits, fix conditions and durations relevant to such permits, cancel permits, require additional information, apply guidelines or policies of Council to waive the need for any permit, to waive, fix or reduce fees or charges or to do anything necessary or incidental to the exercise of any function or power by the Council.

PART 12 ENFORCEMENT

DIVISION 12.1 NOTICE TO COMPLY

88 Notice to comply

- 88.1 Where an authorised officer has reason to believe that a breach under this Local Law has occurred, he or she may serve on the person committing the breach a Notice to Comply.
- 88.2 A Notice to Comply must:
 - 88.2.1 state the provisions in this Local Law which the Authorised Officer has reason to believe is being breached;
 - 88.2.2 state the time and date by which the situation referred to in the Notice must be remedied;
 - 88.2.3 state the steps that must be taken to remedy the situation; and

88.2.4 include:

- (a) the name and address of Council;
- (b) the name and business address of the Authorised Officer;
- (c) the signature of the Authorised Officer;
- (d) the name and address of the person alleged to be in breach of this Local Law;
- (e) information required to identify the place where the breach occurred, such as the address;
- (f) the date and, if necessary, the time the breach occurred;
- (g) the circumstances of the breach;
- (h) the date of issue of the Notice to Comply; and
- (i) a statement to the effect that failure to comply with a Notice to Comply is an offence under this Local Law.

88.3 The time to comply specified in a Notice to Comply must be reasonable, having regard to the circumstances surrounding the breach.

88.4 Failure to comply with a Notice to Comply is an offence.

88.5 Where a person has committed an offence under Clause 88.4:

88.5.1 a maximum fine of 4 Penalty Units may be issued for breach of the Notice to Comply; and

88.5.2 if the fine issued under Clause 88.5.1 has been paid but the person still fails to comply with the Notice to Comply, the offender may be fined the amount set by this Local Law for breach of that Part or Division.

89 **Power of authorised officer to act in urgent circumstances**

89.1 If urgent circumstances arise from a failure to comply with this Local Law, the authorised officer may take action to remove, remedy or rectify a situation without first serving a Notice to Comply if:

89.1.1 the Authorised Officer considers the circumstances or situation to be sufficiently urgent that the time required to serve a notice may place a person, animal, property or thing at risk or in danger; and

89.1.2 a senior officer is given prior notice of the proposed action if possible.

Note: in deciding whether circumstances are urgent, the authorised officer must consider whether it is practicable to contact the person who caused the situation to arise and the owner or occupier of the affected premises or property.

- 89.2 The action taken by an authorised officer under Clause 89.1 must not extend beyond what is necessary to cause the immediate abatement of or minimise the risk or danger involved.
- 89.3 An authorised officer who takes action under Clause 89.1 must ensure that, as soon as practicable:
- 89.3.1 details of the circumstances and remedying action are forwarded to the person on whose behalf the action was taken; and
 - 89.3.2 a report of the action taken is submitted to the Chief Executive Officer within seven (7) days.

DIVISION 12.2 INFRINGEMENT NOTICES

90 Infringement notices

- 90.1 An authorised officer may issue an infringement notice in an approved form.
- 90.2 The fixed penalty in respect of an infringement is determined by the State Government of Victoria.
- 90.3 A person issued with an infringement notice is entitled to disregard the notice and defend the prosecution in court.

91 Form of infringement notice

- 91.1 The infringement notice must:
- 91.1.1 state that an offence against any of the provisions of this Local Law has been committed;
 - 91.1.2 state the nature of the offence and the prescribed penalty; and
 - 91.1.3 include:
 - (a) the name and address of Council;
 - (b) the name and business address of the Authorised Officer;
 - (c) the signature of the Authorised Officer;
 - (d) the name and address of the person alleged to have committed the offence;
 - (e) the address or other information required to identify the land where the offence occurred;
 - (f) the date and, if necessary, the time the offence occurred;
 - (g) the circumstances of the alleged offence;
 - (h) the date of issue of the infringement notice;
 - (i) the period for payment and relevant payment details; and
 - (j) a statement to the effect that a person is entitled to disregard the notice and defend the prosecution in court.

DIVISION 12.3 OTHER PROVISIONS RELATING TO ENFORCEMENT

92 Payment of penalty

- 92.1 The person issued with an infringement notice must pay the penalty for the infringement notice to Council within 28 days of the issue of the infringement notice.

- 92.2 1231. Any person issued with an infringement notice may pay the penalty indicated to;
 Chief Executive Officer
 Hindmarsh Shire Council
 P.O. Box 250
 Nhill 3418

or at customer service centre as designated by Hindmarsh Shire Council.

- 92.3 If the penalty referred to in an infringement notice is paid within the required timeframe and the offender complies with all requirements on the notice, the offence is expiated and no further proceedings may be taken on that matter.

93 Council may remedy the breach

- 93.1 Council, or an authorised officer with the consent the Chief Executive Officer, may:
- 93.1.1 carry out the action required by a Notice to Comply if the offender failed to do so within the required period; and
 - 93.1.2 recover the costs of the work from the person in breach in any court of competent jurisdiction as a debt.

94 Power of impoundment

- 94.1 An authorised officer may impound any animal, vehicle, recreational vehicle, item or other thing which is related to any circumstances constituting a breach of any provisions of this Local Law.
- 94.2 As soon as practicable after an animal, vehicle, recreational vehicle, item or other thing is impounded under this Local Law, the authorised officer must serve a Notice of Impoundment on the owner or person responsible, which must:
- 94.2.1 be served personally or by registered mail on the person from whose custody, control or responsibility the item or other thing was removed;
 - 94.2.2 indicate how the item can be reclaimed;
 - 94.2.3 set out the fees and charges payable before the item may be retrieved; and
 - 94.2.4 state the time by which the item must be retrieved.

95 Release of an impound item

- 95.1 An impounded an animal, motor vehicle, recreational vehicle, item or other thing under this Local Law may be released once the appropriate fee or charge has been paid to Council.
- 95.2 When the identity or whereabouts of the owner or person responsible for the impounded item is unknown, the authorised officer must take reasonable steps to ascertain the identity or whereabouts of that person and may proceed to dispose of the impounded item once satisfied all reasonable efforts have been made to contact the owner or person responsible for the impounded item.
- 95.3 If an impounded item is not retrieved after the time required in the Notice of Impoundment has expired, the authorised officer may take action to dispose of the impounded item.
- 95.4 The proceeds from the disposal of an impounded item (if any) must be paid to the owner after deducting the reasonable costs incurred by Council in the administration of this Part.

96 Legal proceedings

96.1 An authorised officer may, with the written consent of the Chief Executive Officer, commence legal proceedings on Council’s behalf for an offence under this Local Law.

97 Offences

97.1 Any breach of this Local Law is an offence, including failing to obtain a required Permit and failing to comply with conditions of a Permit that has been issued.

98 Penalties

98.1 Penalties listed for offences under this Local Law are the maximum penalty that may apply in each situation.

98.2 To the extent of any inconsistencies in penalties prescribed by State or Commonwealth legislation and this Local Law, the penalties prescribed under the State or Commonwealth legislation shall prevail.

98.3 A person who is guilty of an offence against this Local Law for which a specific penalty is not stated in this Local Law or prescribed by a State or Commonwealth legislative instrument is liable to a maximum penalty of:

98.3.1 10 (ten) Penalty Units for first offence; and

98.3.2 20 (twenty) Penalty Units for second or subsequent offence.

Resolution for the making of this Local Law was agreed to by Hindmarsh Shire Council on the [DATE].

The common seal of Hindmarsh Shire Council was hereto affixed in accordance with its Local Law No 1 2021

Chief Executive Officer

Date

Councillor

Date

Notices of the proposal to make and of the making of this Local Law were included in the Victorian Government Gazette dated XXXXXXXXXXXXXXXXXXXX.

Public notice of the proposal to make and confirmation of the making of this Local Law were inserted in the [PAPERS] on [DATES].

A copy of this Local Law was sent to the Minister for Local Government on [DATE]

PROPOSED GUIDELINES

1. Technical Standards

- a. The Hindmarsh Shire Council (HSC) current road hierarchy appears to be based on standard road vehicles and semi-trailers and does not adequately consider the requirements for B-Doubles and larger vehicles
- b. Two relevant documents have been found:
 - i. "Performance Based Standards for undertaking local government route assessment and network classification prepared by ARRB April 2012 (See Attachment 2)
 - ii. "Class 2 Heavy Vehicle Route Assessment Guidelines for VicRoads" prepared by Advantia Transport Consulting on 18th July 2019. (See Attachment 3)

Whilst the Advantia report is more recent, the ARRB report was prepared for MAV / Local Government and provides more appropriate advice for HSC needs and easier to comply with both physically and financially.

- c. For roads that do not meet the ARRB requirements, then a site specific risk assessment should be prepared that identifies the shortcomings and mitigations required to reduce such risks to acceptable levels, these may include speed restrictions or other signage improvements, geometrical road improvement, road or bridge structural strengthening etc.

2. Prioritisation

A staged approach to this process should balance the effort of council officers and the overall benefit to road users,

- a. High Priority locations that could be quick to gazette could include:
 - i. Business/locations that service others, such as truck parking bays, grain bunker sites, railway depots/yards, industrial areas, and petrol stations;
 - ii. Busy heavy vehicle routes such as Rainbow Nhill Road and others;
 - iii. Mines & pits;
 - iv. Missing links in the network that require little effort to link the freight movements.
- b. Medium Priority locations could include:
 - i. Short no through roads that connect farms to an existing b-double route (ours, VicRoads and/or neighboring Shire)
 - ii. Extensions of existing b-double routes that do not run until the end of a road
- c. Lower Priority:
 - i. Lesser used heavy vehicle routes on through roads
 - ii. Through roads that connect to b-double routes in other shires or VicRoads
 - iii. Roads that will require major capital works before gazetting

3. Consultation

Whilst some gazetting decisions may be straightforward, there are others that could involve members of the larger community :

- a. Farmers/Victorian Farmers Federation/Graincorp/Grainflow, other Private Bunker storage areas

- b. Non-farming businesses
- c. Schools / tourists / bus operators
- d. Town committees
- e. Community groups
- f. VicRoads
- g. Neighboring Shires
- h. VicTrack / Australian Railway Track Corporation – short stacking
- i. National Heavy Vehicle Register

4. Delegations

Whilst some gazetting decisions may be straightforward for Council Officers, there are others that may require the involvement of higher level decision makers, the following table is proposed:

| Decision Maker | Type | Example |
|----------------------------------|------------------|--|
| Director Infrastructure Services | Minor Decisions | Short road sections requiring no capital expenditure and requiring consultation with a small number of stakeholders |
| CEO | Medium Decisions | Larger roads sections that require minor capital works within current allocations, could include longer no through roads or 5R through roads, may need some community consultation with locally affected properties, but not the broader community |
| Elected Councillors | Major Decisions | Longer connector roads with multiple stakeholder consultations required, such as Rainbow Nhill Road or other 3R / 4R roads that require major capital works and formal risk assessment |

APPENDIX-A

Key issues from ARRB's "Performance Based Standards for undertaking local government route assessment and network classification"

Below are some of the key and relevant criteria from the report that should be considered for when assessing routes for operating B-Doubles in Hindmarsh Shire, or for when constructing new roads.

1. MINIMUM LANE/ROAD WIDTHS

| Type | B Doubles | A-Doubles | Road Trains |
|--|---|---|---|
| URBAN straight: Basic dual lane undivided roads <u>without line-marking</u> , cycle lanes, parallel parking etc (see Table 2.1) | > 3.0m lanes (<60kph) > 3.3m lanes (80+kph) | > 3.2m lanes (<60kph) > 3.5m lanes (80+kph) | > 3.4m lanes (<60kph) > 3.8m lanes (80+kph) |
| URBAN straight: Basic dual lane roads <u>with dividers or line-marking</u> , but no cycle lanes, parallel parking etc (see Table 2.1) | > 3.3m lanes (<60kph) > 3.6m lanes (80+kph) | > 3.5m lanes (<60kph) > 3.8m lanes (80+kph) | > 3.7m lanes (<60kph) > 4.1m lanes (80+kph) |
| Unsealed RURAL roads (Table 2.3) Straight: <100vpd >100vpd Extra lane width for curves: 400m radius : 200m radius : 100m radius : | >7.2m Carriageway >7.7m Carriageway 0.20m 0.45m 0.90m | >7.6m Carriageway >8.1m Carriageway 0.30m 0.60m 1.25m | >7.6m Carriageway >8.1m Carriageway 0.45m 0.90m 1.80m |
| Sealed RURAL single lane road (see Table 2.2) < 150 vpd | 3.4m seal on 7.2m pavement | 3.6m seal on 7.6m pavement | 4.0m seal on 8.1m pavement |
| Sealed RURAL two lane road *NOTE (Table 2.2) >150-500 vpd *NOTE – HSC current new build standard is 8m seal on 10m pavement to allow for line-marking | 5.6m seal on 7.6m pavement | 5.8m seal on 8.2m pavement | 6.0m seal on 8.6m pavement |
| Extra lane width for curves: 400m radius : 200m radius : 100m radius : | 0.20m 0.45m 0.90m | 0.30m 0.60m 1.25m | 0.45m 0.90m 1.80m |
| Clear Widths on Bridges Table 2.12 one-way roads with <150vpd, >4.0m 2-way roads with <500vpd, 7.2m. NOTE - Rainbow-Nhill Rd bridge was built to 9m and Albacutya Bridge is currently tendered at 9m due to the significant approaches needed. | 4.0m 7.4m | 4.0m 7.4m | 4.0m 7.4m |

2. INTERSECTION DESIGN

ARRB report suggests swept path templates for intersection design and consideration of storage lanes to enable good traffic flow. The Advantia report indicates that ninety degree road intersections require an additional 1.3m of swept path for B-Doubles.

Recent evidence of trucks leaving the seal by 1-2m and driving across the shoulder such as at the corner of J Hensley Rd with Lorquon-Netherby Rd as shown in the photo below, support the above advice. Such locations will increase maintenance costs and new works will need to be completed to accommodate the larger vehicles.



3. STACKING LENGTH

Issues of stacking length generally occur in Hindmarsh Shire at road intersections near railway lines (ARTC or VicTrack) or between sections of a dual carriageways such as the Western Highway in Nhill. General access trucks need 19m of clear stacking distance, B-Doubles operate up to 26m, and in the future 36.5m A-Doubles up to 36.5m and even longer road trains.

Table 2.8.2 indicates a buffer of 3.5m is required in addition to the truck length requirement

4. CRESTS

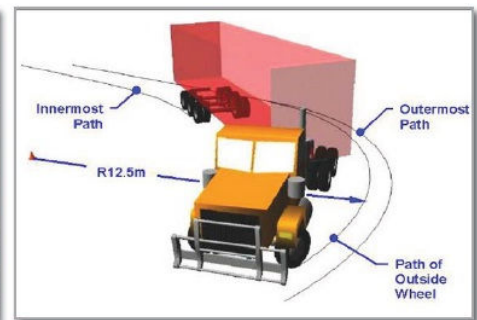
Whilst not specifically mentioned in the report, crests that have been acceptable for general access traffic up to now, will have an increased risk when larger heavy vehicles run over them, some locations may require widening works or speed restrictions to reduce safety risks.

5. CROSSFALL

The report raises some discussion on crossfall, the Shire currently uses a 3% crossfall standard for sealed roads and 6% for unsealed roads to improve drainage and reduce maintenance costs. The report indicates that whilst the larger trucks are designed for up to 6% that 3% could be better in some critical areas, on roads that have appropriate width and room for table drains. At this stage, Shire Officers are reviewing this engineering concept.

PBS Network Classification Guidelines for Local Government

Performance Based Standards for undertaking local government
route assessment and network classification



PBS Network Classification Guidelines for Local Government



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CONTENTS

1 INTRODUCTION 1

1.1 Intention of these Guidelines1

1.2 The Performance Based Standards Scheme1

1.3 Acknowledgements3

2 CLASSIFICATION GUIDELINES 4

2.1 Road and Lane Width4

 2.1.1 *Application* 4

 2.1.2 *Curve Widening* 5

2.2 Overtaking7

 2.2.1 *Application* 7

2.3 Signalised Intersections9

 2.3.1 *Application* 9

 2.3.2 *Required Signal Times* 9

2.4 Railway Crossings11

2.5 Approach Sight Distance12

 2.5.1 *Application* 12

 2.5.2 *Stopping Sight Distances* 13

2.6 Vertical Clearance14

 2.6.1 *Application* 14

2.7 Grades15

 2.7.1 *Application* 15

 2.7.2 *Absolute Maximum Grades* 15

2.8 Stacking Distance16

 2.8.1 *Application* 16

 2.8.2 *Stacking Distances* 16

2.9 Storage Lanes17

2.10 Bridges, Overpasses and Culverts18

 2.10.1 *Application* 18

2.11 Swept Path of Turning Manoeuvres19

REFERENCES 20

APPENDIX A – GLOSSARY 21

APPENDIX B – TURNING TEMPLATES 23

TABLES

Table 1.1 Road classes for access by Scheme vehicles.....3

Table 2.1 Minimum lane widths (m) for straight, urban roads4

Table 2.2 Minimum widths for sealed rural roads according to Average Annual Daily Traffic.....5

Table 2.3 Minimum carriageway widths for unsealed roads5

Table 2.4 Minimum radius of curvature for roads considered straight6

Table 2.5 Additions to minimum lane width for horizontal curvature.....6

Table 2.6 Criteria for pre-determination of overtaking classification of a road segment.....7

Table 2.8 Overtaking sight distances for determining overtaking8

Table 2.9 Clearance time equations10

Table 2.10 Stopping sight distances13

Table 2.11 Absolute maximum grades for each road class15

Table 2.12 Stacking distances for each road class.....16

Table 2.13 Minimum Bridge width requirements on rural roads.....18

FIGURES

Figure 2.1 Overtaking manoeuvre8

Figure 2.2 Example of stacking distance.....16

1 INTRODUCTION

Local roads play a critical role in providing access for PBS Scheme vehicles, and heavy vehicles in general. Commonly known as the 'last mile' or the 'last kilometre', local roads often comprise the first and/or last section of the entire route and need to be carefully assessed in order to allow the most suitable vehicles access.

This document defines guidelines for the consistent classification of the Performance Based Standards (PBS) network at the local government level. In 2007, the National Transport Commission (NTC) published national guidelines that were targeted towards state road authorities and other major road asset owners for permitting access to heavy vehicles operating under the PBS scheme. Although some of these guidelines can be applied directly to the local road network, it has been recognised that some gaps exist and some guidelines are not completely suitable. These guidelines have been developed to address these points and differ from the national guidelines in three main areas:

1. Local government road networks can include infrastructure or events not likely to be present on state roads, e.g. children's crossings.
2. The local government road network environment can be different from state road networks, and therefore can require different considerations for classification.
3. Local governments often lack the resources and capability to collect network data to the same extent as a state road authority, therefore the information required to undertake classification must be able to accommodate this.

1.1 Intention of these Guidelines

These guidelines are intended to provide local governments with the direction and framework to allow consistent classification of their road network for the operation of the PBS Scheme. The process of development intentionally started with the national guidelines (NTC 2007) and reworked them, where necessary, to be appropriate for the local road network. Additionally, where gaps were identified, guidelines for the local road environment have been included.

These guidelines were developed for the Municipal Council of Victoria (MAV) with input provided by a number of local governments. The input included the following points:

- Not all of the classification items from the national guidelines need to be retained in full, based on their relevance to local government.
- Local governments do not necessarily have access to the amount, detail or quality of data required for classification according to the national guidelines.
- Local government road networks can include elements not seen at the state road level (e.g. pedestrian crossings, etc.).
- The classification procedure needs to be simple and direct for the user without the expectation of pre-existing or detailed knowledge of the details of the PBS Scheme.
- Local governments are usually familiar with their roads and therefore the guidelines need to allow for the application of this local knowledge.

1.2 The Performance Based Standards Scheme

The national PBS Scheme for heavy vehicles was developed by the NTC to focus on what a vehicle must be capable of achieving in terms of safety and infrastructure protection, rather than its prescribed mass and dimensions. This allows innovative designs to improve productivity and efficiency while being safer than

vehicles operating under the current prescriptive regime. For a given freight task, there should be fewer freight vehicles in a PBS regime and subsequently less impact on the road network.

The NTC has developed 16 safety and four infrastructure standards with which PBS Scheme vehicles need to comply. Seven of the safety-related standards for heavy vehicles have performance levels linked to four different levels of network access to ensure each Scheme vehicle is matched to the most appropriate network. The safety measures which differ across network access levels are (NTC 2007):

- startability
- gradeability (two standards)
- acceleration capability
- tracking ability on a straight path
- low-speed swept path
- tail swing
- high-speed transient off-tracking.

The other safety-related standards apply regardless of the network access level applicable to a PBS vehicle and must also be considered when assessing a local road under PBS. These safety measures are:

- frontal swing
- difference of maxima
- maximum of difference
- steer tyre friction demand
- static rollover threshold
- rearward amplification
- yaw damping coefficient
- directional stability while braking.

Road networks are required to be classified into four levels of network access to align the performance of vehicles participating in the Scheme and the roads on which they operate. The benefits of this match are:

- Innovative vehicle designs will emerge for specific freight tasks that can be matched to their suited networks. For example, a Level 2 PBS vehicle in the Scheme will be able to access Level 2, 3 and 4 roads.
- By classifying all roads in a consistent manner, the 'weak' links can be identified. This allows a targeted approach to funding maintenance and upgrades to key sections of the network.
- A uniform road classification system improves connectivity of freight routes. By using Scheme vehicles, the transport industry will be assured of connectivity for freight route planning.
- A consistent approach to road classification can lead to better land-use planning.

The basic concept of PBS is matching the right vehicles to the right roads. There are four levels in the PBS Scheme for both vehicles and roads. Networks are also divided further into Subclasses A and B for levels 2, 3 and 4, based on an increased maximum length of the vehicle, which recognises the limited capacity of the network to allow safe operation of longer vehicles (e.g. stacking distance issues). The PBS performance requirements necessary for a Scheme vehicle to operate at a certain level of access remain the same, regardless of the Class A or B designation given to the network.

Table 1.1 outlines the guidelines for maximum combination length and the road class mappings. It is ultimately the decision of the asset owner as to whether a longer vehicle, assuming it has met the PBS requirements for a certain level of access, can operate along a particular route(s). For example, a (say) 28

m long vehicle desires access to a Level 2A route. It is required to meet all of the PBS Level 2 vehicle standards, and under the guidelines it is classed as a 2B vehicle by default due to its length. However, if the asset owner is satisfied there are no length related issues along the route, there is no reason that it could not operate on a level 2A route.

Table 1.1 Road classes for access by Scheme vehicles

| Road class | Scheme vehicle performance level | Maximum vehicle length (m) | Similar present vehicle description |
|------------|----------------------------------|----------------------------|---|
| Level 1 | 1 | 20 * | From passenger cars to single articulated |
| Level 2A | 2 | 26 | B-double |
| Level 2B | | 30 | |
| Level 3A | 3 | 36.5 | Double road train (Type I) |
| Level 3B | | 42 | |
| Level 4A | 4 | 53.5 | Triple road train (Type II) |
| Level 4B | | 60 | |

* Level 1 is subject to a 50 t gross mass limit, posted local restrictions and restrictions or limitations specified by the jurisdiction.

The Level 1 road class represents a wide-ranging access to the road network and will require vehicles to meet more stringent standards than those seeking access to other parts of the road network, i.e. Level 2, 3 or 4.

The road classification will reflect the PBS level and subclass designators. For example, a 'Level 2B' road can accommodate vehicles up to a length of 30 metres (2A and 2B); however a 'Level 2A' road can only accommodate vehicles up to 26 metres in length (2A only).

1.3 Acknowledgements

The assessment considerations, as well as some background material, were based on the National Transport Commission Performance Based Standards Network Classification Guidelines (NTC 2007), which is available on the NTC website (<http://www.ntc.gov.au>). Furthermore, additional considerations were based on the Queensland Department of Transport and Main Roads (TMR) internal network classification guidelines for Class B networks (TMR 2008).

2 CLASSIFICATION GUIDELINES

2.1 Road and Lane Width

Lane and shoulder widths are considered to ensure there is sufficient carriageway for a heavy vehicle to travel safely along the road at the speed limit. As a heavy vehicle travels along a road, the rear of the vehicle will wander from side to side. This lateral movement is known as off-tracking and is generally greater in magnitude as the speed and length of a vehicle increases.

Minor width deficiencies alone should not necessarily preclude a road segment or route from a road classification level, particularly if the deficiencies only apply to a small proportion of the length. In such cases, local knowledge of the road, traffic volumes, and its characteristics should be used and a risk assessment undertaken to consider and mitigate where necessary, all factors that would contribute to the safe operation of Scheme vehicles.

2.1.1 Application

In the consideration of lane width, roads are identified as either urban, rural sealed or rural unsealed. Where the road is less than a minimum radius of curvature, additional lane width may be required to accommodate Scheme vehicles.

On the road segment requiring classification, the only widths requiring measurement are the narrowest point on a straight, and the narrowest point on every bend of interest. These points will determine the access as all other points on the road are less restrictive.

Urban roads

Urban roads can exist in a highly variable environment. Roadside infrastructure, proximity of pedestrians and bicycles, etc., may mean that additional lane or shoulder width is desired in some circumstances and will need to be considered separately. Table 2.1 lists the minimum lane widths for each PBS level based on safety parameters related to vehicle off-tracking only.

Table 2.1 Minimum lane widths (m) for straight, urban roads

| PBS road class | Road type | Speed zone (km/h) | | |
|----------------|---------------------------------|-------------------|---------|----------|
| | | <60 | 60 - 70 | 80 - 100 |
| L2 | No separation line | 3.0 | 3.2 | 3.3 |
| | With separation line or divider | 3.3 | 3.5 | 3.6 |
| L3 | No separation line | 3.2 | 3.3 | 3.5 |
| | With separation line or divider | 3.5 | 3.6 | 3.8 |
| L4 | No separation line | 3.4 | 3.6 | 3.8 |
| | With separation line or divider | 3.7 | 3.9 | 4.1 |

Sources: NTC (2007), Austroads (2010)

Notes:

1. Values listed are for roads with one lane in each direction.
2. Lane widths pertain to the trafficable area (i.e. lane and shoulder) and do not include space for bicycle lanes, parking areas, etc.
3. The additional widths required for curved road segments are addressed under curve widening (Section 2.1.2).

Sealed rural roads

Rural roads can often have high speed limits, but usually less traffic than an urban road. The minimum lane widths listed in Table 2.2 take into account the higher speeds. The additional widths required for curved road segments are addressed under curve widening (Section 2.1.2). Based on local knowledge of the road segment being assessed, minimum widths may be adjusted depending on the usage of the roads. For instance, minimum lane widths may be decreased accordingly for low-speed roads, relatively short links,

farm access roads, etc., and increased for those where there is shoulder erosion, a high proportion (> 15%) of heavy vehicles or road users unfamiliar with larger vehicles (e.g. tourist routes). The amount of lane width reduction should not exceed 30% of the shoulder seal width.

Table 2.2 Minimum widths for sealed rural roads according to Average Annual Daily Traffic

| Road class | AADT (vehicles) | Minimum width (m) | |
|------------|-----------------|---------------------------------|-----------------------|
| | | Lane ¹ | Shoulder ² |
| Level 2 | < 150 | 3.4 m seal on a 7.2 m formation | |
| | 150 – 500 | 2.8 | 1.0 |
| | 500 – 1,500 | 3.1 | 1.2 |
| | 1,500 – 3,000 | 3.2 | 1.5 |
| | >3,000 | 3.5 | 1.5 |
| Level 3 | < 150 | 3.6 m seal on a 7.6 m formation | |
| | 150 – 500 | 2.9 | 1.2 |
| | 500 – 1,500 | 3.2 | 1.2 |
| | 1,500 – 3,000 | 3.3 | 1.5 |
| | >3,000 | 3.5 | 1.5 |
| Level 4 | < 150 | 4.0 m seal on a 8.1 m formation | |
| | 150 – 500 | 3.0 | 1.3 |
| | 500 – 1,500 | 3.3 | 1.5 |
| | 1,500 – 3,000 | 3.6 | 1.8 |
| | >3,000 | 3.9 | 1.8 |

Source: NTC (2007)

Notes:

1. Lane width is the trafficable width divided by the number of lanes.
2. Shoulder width includes both sealed and unsealed portions of the shoulder.

Unsealed rural roads

Table 2.3 lists the minimum carriageway widths for unsealed roads based on AADT. Similar to sealed rural roads, minimum widths may be adjusted based on the local knowledge and risk assessment.

Table 2.3 Minimum carriageway widths for unsealed roads

| Road class | AADT (vehicles) | Carriageway (m) |
|------------|-----------------|-----------------|
| Level 2 | <100 | 7.2 |
| | ≥100 | 7.7 |
| Level 3 | <100 | 7.6 |
| | ≥100 | 8.1 |
| Level 4 | <100 | 8.1 |
| | ≥100 | 8.6 |

Source: NTC (2007)

2.1.2 Curve Widening

Inward tracking occurs when a curved path is taken by the prime mover and the trailers are pulled inside the curve of the path of the prime mover and leading trailers. At high speed, there can also be outward tracking, whereby the trailers track outside the path taken by the prime mover. Table 2.4 indicates the minimum radius of curvature below which a road is considered curved. Roads with radii of curvature greater than these values can be treated as straight in the context of determining additional lane width for the corresponding vehicle class.

Table 2.4 Minimum radius of curvature for roads considered straight

| Vehicle class | Radius of curvature (m) |
|---------------|-------------------------|
| Level 2 | 450 |
| Level 3 | 700 |
| Level 4 | 900 |

Table 2.5 lists the additional lane widths for curves of varying radii for each Scheme level. A swept path assessment (as detailed in Section 2.11) is required for those radii below the minimum values.

Table 2.5 Additions to minimum lane width for horizontal curvature

| Radius (m) | Additional lane width (m) | | | |
|------------|---------------------------|-----------------------|-----------------------|------|
| | Level 2 | Level 3 | Level 4 | |
| ≤60 | Swept path assessment | Swept path assessment | Swept path assessment | |
| 70 | 1.30 | | | |
| 80 | 1.15 | | | |
| 90 | 1.05 | 1.60 | | |
| 100 | 0.90 | 1.45 | 1.80 | |
| 120 | 0.80 | 1.25 | 1.60 | |
| 140 | 0.70 | 1.15 | 1.45 | |
| 160 | 0.60 | 1.00 | 1.25 | |
| 180 | 0.50 | 0.85 | 1.05 | |
| 200 | 0.45 | 0.75 | 0.90 | |
| 250 | 0.35 | 0.60 | 0.75 | |
| 300 | 0.30 | 0.50 | 0.60 | |
| 350 | 0.25 | 0.40 | 0.50 | |
| 400 | 0.20 | 0.35 | 0.45 | |
| 450 | 0 | 0.30 | 0.40 | |
| 500 | | 0.25 | 0.35 | |
| 600 | | 0.2 | 0.3 | |
| 700 | | 0 | 0.25 | 0.25 |
| 800 | | | 0.2 | |
| ≥900 | | | 0 | |

Source: NTC (2007)

In general, the smaller the curve radius, the greater the additional lane width required. Care should be taken when assessing long road segments with a lot of bends, as the overall classification will be based on the most restrictive bend within the segment.

2.2 Overtaking

Heavy vehicles will travel slower than light vehicles in some situations, particularly in stop-start urban environments, or where grades are present. A heavy vehicle can therefore interrupt traffic flow if there is insufficient ability to overtake the slow-moving vehicle.

How long a motorist should be expected to travel behind a slow-moving vehicle, and how often this delay is expected to occur are matters which must be considered by individual case using local experience and priorities.

How such delays affect classification also requires consideration. In a strict application of PBS Guidelines, a route is classified as the highest class of vehicle which can be overtaken at almost any time, thereby presenting no delay to other motorists. However, even when overtaking is not allowed, the route is not restricted in terms of access. Therefore how the classification is applied depends on the needs of the local authority.

2.2.1 Application

Overtaking provision and opportunity will likely not often apply to local government roads. The following sub-sections outline a staged approach to the classification of overtaking. As an initial step, there are a number of criteria that can be checked to pre-determine the need for a detailed assessment of overtaking, and in some cases determine the overtaking classification for the road segment.

Steps for a detailed assessment include determination of the minimum overtaking distances required when using opposing lanes of traffic for different Scheme vehicles, and the distances between overtaking opportunities.

Criteria for pre-determining overtaking classification

Overtaking classifications are not necessarily applicable to local government roads, and in some circumstances may be pre-set. Table 2.6 outlines the initial criteria for determining overtaking classifications.

Table 2.6 Criteria for pre-determination of overtaking classification of a road segment

| Criterion | Classification level |
|---|----------------------|
| The segment is short, less than 2 km, where the ability or inability to overtake makes little difference to traffic flow (e.g. urban environment) | Not applicable |
| The overall AADT is less than 100 | Not applicable |
| Overtaking is not legal or possible due to road divider restrictions | Not applicable |
| Overtaking lanes at least 2 km long are present every 10 km | 4B |
| The road segment is flat and has designated overtaking lanes or multiple lanes present where overtaking is allowed, which are longer than 770 m | 4B |

Sight distances

Overtaking sight distance is the distance of view along a road sufficient to safely overtake a slower vehicle without interfering with the speed of an oncoming vehicle. The four phases of overtaking are shown in Figure 2.1.

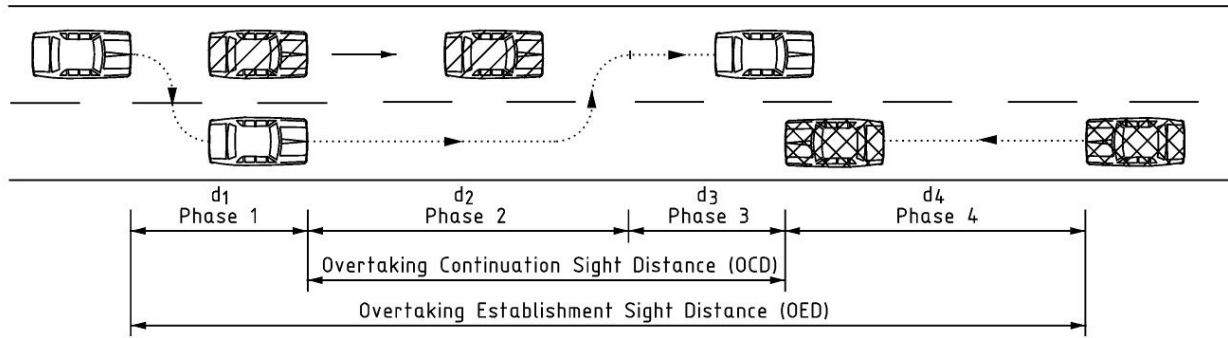


Figure 2.1 Overtaking manoeuvre

Source: Austroads (2010)

Table 2.7 contains sight distances for representative vehicle types and their corresponding PBS level. For Scheme vehicles to be overtaken safely, the road must offer sight distances in excess of these values for the approved class. On most roads the sight distance will vary, and on any length of road where the ability to overtake is considered vital the most restrictive sight distance should be used to form the classification.

Table 2.7 Overtaking sight distances for determining overtaking

| Road section operating speed (km/h) | Overtaken vehicle speed (km/h) | | Establishment sight distance (m) | | | | Continuation sight distance (m) | | | |
|-------------------------------------|--------------------------------|---------------|----------------------------------|----------|-------------------|-------------------|---------------------------------|----------|-------------------|-------------------|
| | Semi-trailer B-double | Road trains | Prime mover semi-trailer | B-double | Type 1 road train | Type 2 road train | Prime mover semi-trailer | B-double | Type 1 road train | Type 2 road train |
| PBS Vehicle Class: | Level 1 and 2 | Level 3 and 4 | Level 1 | Level 2 | Level 3 | Level 4 | Level 1 | Level 2 | Level 3 | Level 4 |
| 70 | 60 | 60 | 570 | 600 | 640 | 690 | 300 | 320 | 360 | 420 |
| 80 | 69 | 69 | 710 | 740 | 790 | 860 | 370 | 400 | 450 | 510 |
| 90 | 77 | 77 | 850 | 890 | 950 | 1,040 | 440 | 470 | 530 | 620 |
| 100 | 86 | 84 | 1,020 | 1,070 | 1,130 | 1,240 | 530 | 560 | 630 | 740 |
| 110 | 94 | 84 | 1,230 | 1,290 | 1,200 | 1,310 | 620 | 680 | 660 | 770 |

Source: Austroads (2010)

2.3 Signalised Intersections

Scheme vehicles take more time to clear intersections than cars due to greater length and slower acceleration capability. To ensure access, the signal time must be sufficient to allow each approved vehicle class to cross the intersection.

Various types of detectors exist that can dynamically alter the signal timings based on the length and type of vehicles approaching. These detectors are sometimes located only on specific paths through an intersection. Path(s) containing these types of detectors should be classified at the highest vehicle class accommodated by the custom timing.

2.3.1 Application

The time taken for a vehicle to clear an intersection is based on:

- the distance to be covered
- the grade of the intersection
- the acceleration capability of the vehicle
- the length of the vehicle.

Each path (or channel) through an intersection needs to be classified separately due to potential differences in distance and grade and signal phases. At intersections where multiple phases apply to a particular path through the intersection, (e.g. turns), the shortest signal phase should be used.

Signal time is made up of the green time, the yellow time, and the all-red time. The total of these is the maximum time the vehicle has to complete crossing the intersection. Normally, all classification is undertaken using a 'worst-case scenario' to ensure that all approved Scheme vehicles can achieve access at any time. In this case, however, using the minimum green time often results in restrictive classifications and can correspond to signal phases that are not always in operation (e.g. phase timings are often different during the night when traffic volumes are decreased). It is therefore recommended that the most appropriate green times are used after consideration of the signal phases and their operational hours and the associated risks of using times other than the minimum.

2.3.2 Required Signal Times

The required signal times for any PBS level can be calculated using Equation 1, where the variables a and b can be calculated using the formulae listed in Table 2.8. A driver reaction time of 2.5 s has been assumed and included in the equation.

$$\text{Clearance time (s)} = \frac{-b + \sqrt{b^2 + 4a \times \text{clearance distance}}}{2a} + 2.5 \quad 1$$

where: *clearance distance* = intersection length (m) plus Scheme vehicle length (m) (refer to Table 1.1)

a = grade dependent variable as outlined in Table 2.8

b = grade dependent variable as outlined in Table 2.8

Table 2.8 Clearance time equations

| Terms | Vehicle class | Equation |
|----------|---------------|--|
| a | Level 2 | $0.0008 \times \text{Grade}^2 - 0.0292 \times \text{Grade} + 0.1958$ |
| | Level 3 | $0.0008 \times \text{Grade}^2 - 0.0297 \times \text{Grade} + 0.1853$ |
| | Level 4 | $0.0003 \times \text{Grade}^2 - 0.0285 \times \text{Grade} + 0.1668$ |
| b | Level 2 | $0.0032 \times \text{Grade}^2 + 0.0432 \times \text{Grade} + 0.0473$ |
| | Level 3 | $0.0075 \times \text{Grade}^2 + 0.0560 \times \text{Grade} + 0.0187$ |
| | Level 4 | $0.0098 \times \text{Grade}^2 + 0.0912 \times \text{Grade} + 0.1500$ |

Notes:

1. Units for grade are in % slope and are valid for grades from 6% to -15%.

2.4 Railway Crossings

Scheme vehicles take more time to clear railway crossings than cars due to greater length and slower acceleration capability. To ensure access, the warning time must be sufficient to allow each approved vehicle class to traverse the crossing. Additionally, stacking distances, sight distances and many other factors need to be considered when allowing Scheme vehicles access across railway lines.

Assessment of all heavy vehicle routes that contain a railway level crossing must involve consultation with the relevant rail and other associated authorities in keeping with network management obligations under the applicable laws in the jurisdiction.

2.5 Approach Sight Distance

Approach sight distance indicates the distance needed before a potential stopping point to allow the Scheme vehicle to have sufficient visibility to observe intersection line markings and stop safely if necessary. It is measured from an average heavy vehicle driver eye height of 2.4 m above the road surface. This need eventuates when a bend or hill restricts the view ahead a short distance before an intersection.

2.5.1 Application

For roads with grades of zero and above (up slopes), a sight distance of at least 270 metres is sufficient for all classes, and these sections may be classified as Level 4B.

Descents that meet the following criteria should be signed with 'Trucks use low gear' at least 100 metres before the descent:

- For Levels 2 and 3, at speeds ≥ 50 km/h on grades of -6% or less (steeper)
- For Level 4, all speeds on grades of -6% or less (steeper)
- For Level 4, all negative grades (down slopes) of 80 km/h or higher.

All other situations should be classified as described below.

2.5.2 Stopping Sight Distances

Table 2.9 Shows stopping sight distances for Scheme vehicles for a range of speeds and gradients for each road class. These values are conservative but do provide a safety margin for road operations.

Table 2.9 Stopping sight distances

| Road class | Operating speed (km/h) | Stopping sight distance | | | | | | | | |
|------------|------------------------|---|-----|-----|-----|-------|----------|-----|-----|-----|
| | | Down grade | | | | Level | Up grade | | | |
| | | -8% | -6% | -4% | -2% | 0% | 2% | 4% | 6% | 8% |
| L1 | 40 | 65 | 62 | 60 | 58 | 57 | 55 | 54 | 53 | 52 |
| | 50 | 90 | 86 | 83 | 80 | 78 | 75 | 73 | 72 | 70 |
| | 60 | 121 | 115 | 110 | 106 | 102 | 99 | 96 | 94 | 92 |
| | 70 | 154 | 146 | 139 | 134 | 129 | 124 | 121 | 117 | 114 |
| | 80 | 191 | 180 | 172 | 164 | 158 | 152 | 147 | 143 | 139 |
| | 90 | 232 | 219 | 208 | 199 | 190 | 183 | 177 | 172 | 167 |
| | 100 | 281 | 263 | 248 | 236 | 225 | 215 | 207 | 200 | 194 |
| L2 | 40 | 69 | 66 | 64 | 62 | 61 | 59 | 58 | 57 | 56 |
| | 50 | N/A (Descent at slow speed and in low gear required) | | 88 | 85 | 83 | 80 | 78 | 77 | 75 |
| | 60 | | | 115 | 111 | 107 | 104 | 101 | 99 | 97 |
| | 70 | | | 145 | 140 | 135 | 130 | 127 | 123 | 120 |
| | 80 | | | 179 | 171 | 165 | 159 | 154 | 150 | 146 |
| | 90 | | | 215 | 206 | 197 | 190 | 184 | 179 | 174 |
| | 100 | | | 261 | 249 | 238 | 228 | 220 | 213 | 207 |
| L3 | 40 | 74 | 72 | 70 | 68 | 66 | 65 | 64 | 62 | 61 |
| | 50 | N/A (Descent at slow speed and in low gear required) | | 95 | 92 | 89 | 87 | 85 | 84 | 82 |
| | 60 | | | 123 | 119 | 116 | 112 | 110 | 107 | 105 |
| | 70 | | | 155 | 149 | 144 | 140 | 136 | 133 | 130 |
| | 80 | | | 190 | 182 | 176 | 170 | 165 | 161 | 157 |
| | 90 | | | 228 | 218 | 210 | 203 | 197 | 191 | 186 |
| | 100 | | | 275 | 263 | 252 | 242 | 234 | 227 | 220 |
| L4 | 40 | N/A (Descent at slow speed and in low gear required) | | 75 | 73 | 72 | 70 | 69 | 68 | 67 |
| | 50 | | | 102 | 99 | 96 | 94 | 92 | 91 | 89 |
| | 60 | | | 132 | 127 | 124 | 121 | 118 | 115 | 113 |
| | 70 | | | 165 | 159 | 154 | 150 | 146 | 143 | 140 |
| | 80 | | | 187 | 181 | 176 | 172 | 168 | 168 | 168 |
| | 90 | | | 222 | 215 | 209 | 204 | 199 | 199 | 199 |
| | 100 | | | 266 | 256 | 248 | 241 | 234 | 234 | 234 |

Source: NTC (2007)

2.6 Vertical Clearance

Scheme vehicles may have high loads that are vulnerable to low overhead clearances such as bridges, overpasses, signs, wires and trees.

2.6.1 Application

There is no PBS classification for Scheme vehicles related to vertical clearance. However, vertical clearance should be considered along all routes that permit heavy vehicles. There should be at least 0.2 metres between the height of a vehicle and any overhead obstructions. This may be greater in the case of power lines or electrical lines at railway crossings, depending on the local electricity or rail authority requirements. Under prescriptive standards, heavy vehicles are able to operate to a maximum height of 4.3 m, and in certain circumstances up to 4.6 m.

Although the height of a Scheme vehicle does not have a bearing on the classification, it is recommended that any obstructions less than 4.8 m be noted and considered. Individual movements of over-height loads will need to be subject to a separate assessment.

2.7 Grades

Vehicles in the PBS Scheme need to meet certain performance requirements for starting, and maintaining speed on grades. Routes are checked to ensure that they do not contain grades that exceed the performance capabilities of different Scheme vehicles.

2.7.1 Application

Grades should be measured over a road distance of between 100 m to 400 m. It is only necessary to measure the steepest point on any up slopes of concern.

The ability of heavy vehicles to traverse slopes is influenced by a number of factors, including the angle and length of slope, the speed zone, level of traffic and the preceding road environment. These factors should be considered when determining the final classification.

2.7.2 Absolute Maximum Grades

Table 2.10 shows the absolute maximum grade allowable for each class to permit access.

Table 2.10 Absolute maximum grades for each road class

| Road class | Absolute maximum grade (%) |
|------------|----------------------------|
| Level 1 | 15 |
| Level 2 | 12 |
| Level 3 | 10 |
| Level 4 | 5 |

Source: TMR (2008)

2.8 Stacking Distance

In urban areas the distance between intersections (including railway crossings) can be shorter than the length of some Scheme vehicles. This item seeks to ensure that when a Scheme vehicle is at rest at the stop line of an intersection or rail crossing, the end of the vehicle does not protrude into the previous intersection or rail crossing.

2.8.1 Application

The distance between intersections or an intersection and railway crossing must be greater than the stacking distance for every approved class. Sufficient stacking distances should be provided as shown in the examples in Figure 2.2.

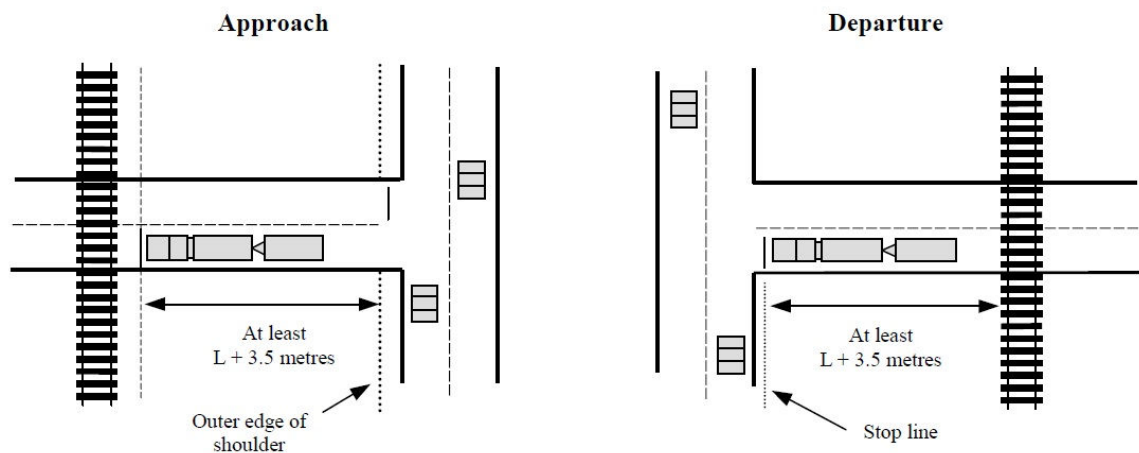


Figure 2.2 Example of stacking distance

Source: MRWA 2003

2.8.2 Stacking Distances

Table 2.11 shows the stacking distances for each class. These are the maximum vehicle lengths for each class and include a buffer of 3.5 metres.

Table 2.11 Stacking distances for each road class

| Road class | Stacking distance (m) |
|------------|-----------------------|
| Level 1 | 23.5 |
| Level 2A | 29.5 |
| Level 2B | 33.5 |
| Level 3A | 40.0 |
| Level 3B | 45.5 |
| Level 4A | 57.0 |
| Level 4B | 63.5 |

2.9 Storage Lanes

Storage lanes are additional lanes built out of the flow of through traffic to accommodate vehicles wanting to make a turn. If the Scheme vehicle length exceeds the storage lane length, the vehicle will protrude into the through lanes and obstruct traffic, increasing the risk of crashes occurring. The length of a storage lane should be measured from the stop line to the start of the full width of the storage lane. The full width point is usually where the solid line begins, and can be classified using the stacking distance values in Table 2.11. Slip lanes do not need to be considered.

Storage lanes only need to be classified if they are part of the route being assessed, for example, storage lanes existing on intersections that the route passes straight through will not necessarily need to be classified.

Storage lanes longer than 63.5 m can be classified as Level 4B.

Intersecting roads

As networks are classified, routes being assessed will start connecting with previously assessed roads. It is important to note storage lane classifications as potential restrictions may apply. For instance, if a route being assessed is classified as (say) level 2A intersects with a previously classified level 2A road, the storage lane will need to be checked. In this situation, a classification of level 1 for the storage lane would indicate that a turning restriction would need to be considered.

A more generalised rule is as follows. In the case where a storage lane classification is one (or more) levels below the newly appointed classification of the route being assessed, the classification of the intersecting road should be noted. If the classification of the intersecting road utilising the storage lane in question is equal to or higher than the route being assessed, a turning restriction or other mitigating constraint should be considered.

2.10 Bridges, Overpasses and Culverts

Bridges, overpasses and culverts comprise critical links on the road network. There are currently no nationally consistent guidelines for the assessment of bridges and overpasses for network access and classification purposes.

The term ‘bridge’ is considered here to include any bridge or overpass (as part of a grade separation or otherwise) since all these are treated the same in PBS classification. Culverts may also need to be considered if they represent a mass/loading issue for the route and are likewise categorised as ‘bridges’.

2.10.1 Application

There is a need to classify these important assets to allow their most efficient use while balancing the maintenance and safety considerations.

Bridge Capacity

Nationally consistent bridge assessment guidelines do not currently exist, and as such bridges require a separate assessment to be undertaken by a qualified engineer to determine their strength and loading capacity in relation to the type of PBS vehicles that can safely use them.

Bridge Width

Bridges can contain the narrowest points on a route, and in particular rural and low-trafficked bridges (commonly owned by local governments) will not meet the minimum lane width guidelines outlined in Section 2.1. Table 2.12 outlines the minimum widths for bridges on rural roads. The minimum width is the lesser of the distance between the bridge rails and the kerbs.

A visual inspection and risk assessment should be undertaken by a qualified engineer for bridges not meeting the minimum required widths considering:

- bridge approach sight distance
- ability of drivers on a bridge approach to see vehicles on the opposing approach
- willingness of drivers to adjust trajectory or entry onto a bridge to accommodate the width needs of large vehicles.

Table 2.12 Minimum Bridge width requirements on rural roads

| Road class | AADT | Minimum width (m) | Comment |
|------------|-------|-------------------|--|
| L2 to L4 | < 150 | 4.0 | Meeting requirements for single-lane bridges |
| | < 500 | 7.2 | Two-lane bridges |
| | ≥ 500 | 8.4 | |

2.11 Swept Path of Turning Manoeuvres

Swept path refers to the envelope proscribed by the outermost points of a combination manoeuvring through a low-speed turn. The trailing units will track inwards; a vehicle with more trailers will sweep a larger area. Determination of swept path for a vehicle is a critical assessment that should be undertaken by a qualified engineer. PBS vehicle turning templates from NTC (2007) are included in Appendix B and may help provide indications of the required area for Scheme vehicles, however care needs to be taken when comparing innovative combinations against typical combinations. Turning templates for standard vehicles can be found in Austroads (2006).

REFERENCES

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Austroads 2009, *Guide to Traffic Management, Part 3: Traffic Studies and Analysis*, August 2009, Austroads, Sydney NSW.

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National Transport Commission 2007, *Performance Based Standards Scheme Network Classification Guidelines*, July 2007, National Transport Commission, Melbourne, Victoria.

Transport and Main Roads 2008, *Performance Based Standards Scheme Network Classification Guidelines for Level 2B, Level 3B and Level 4B Roads in Queensland*, 28 October 2008, Department of Transport and Main Roads, Queensland.

APPENDIX A – GLOSSARY

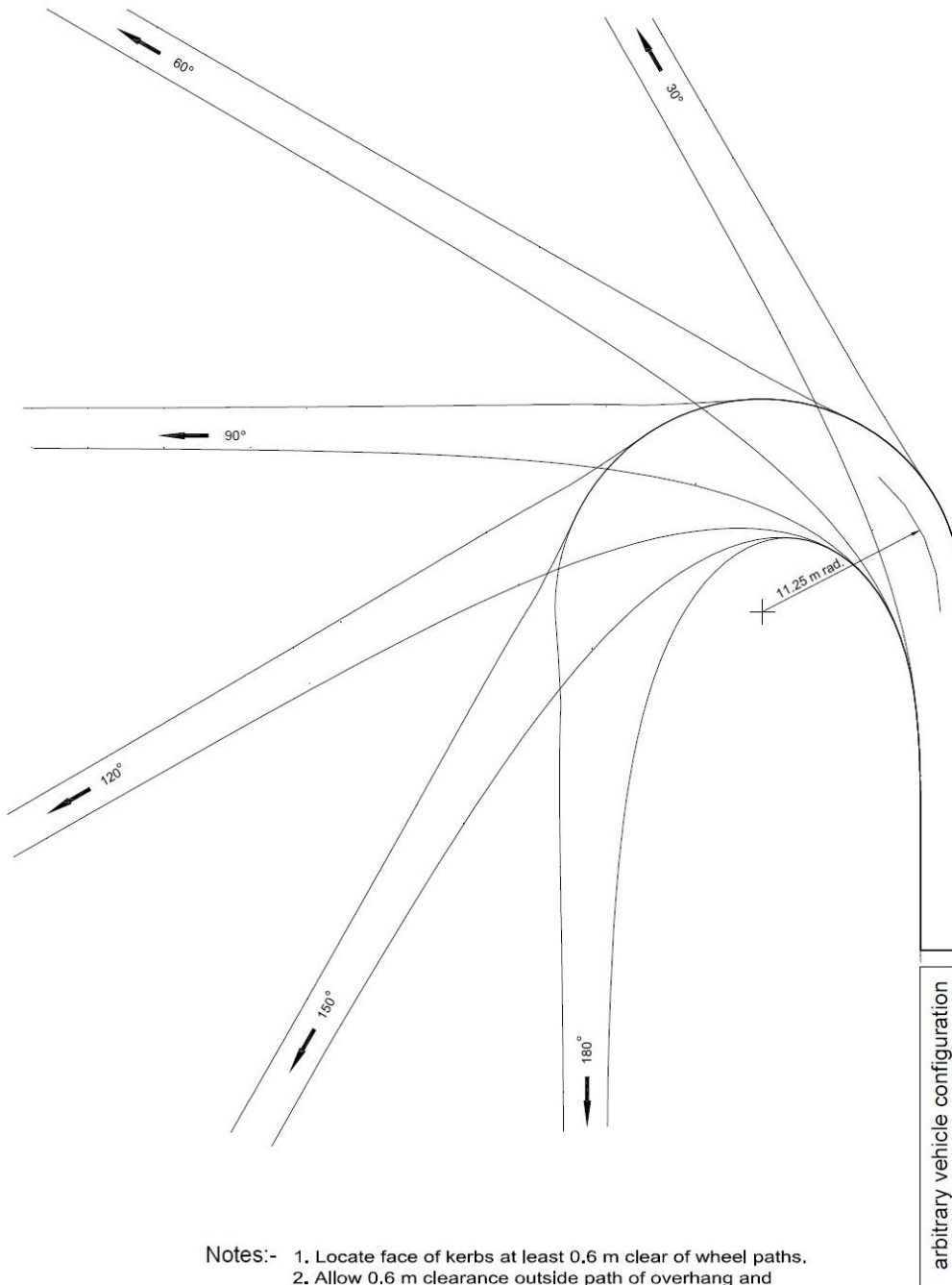
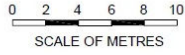
| | |
|---|---|
| AADT | Annual Average Daily Traffic - the total volume of traffic passing a roadside observation point over the period of a year, divided by the number of days in the year. |
| B-double | An articulated vehicle hauling two trailers with the rear trailer superimposed onto the front trailer of the articulated vehicle, and achieved by use of a fifth wheel permanently located towards the rear of the front trailer. |
| Carriageway width | The width between the outer shoulder edges or between the kerb faces, of undivided carriageways. |
| Crossfall | The slope, measured at right angles to the alignment, of the surface of any part of a carriageway. |
| Gradeability | A measure on the ability of a vehicle to maintain forward motion on a specified grade. |
| Heavy vehicle | A vehicle or combination with a gross mass exceeding 4.5 tonnes. |
| High speed transient offtracking | The lateral distance that the last axle on the rear trailer tracks outside the path of the steer axle in a sudden evasive manoeuvre. |
| Multi-combination vehicle | Comprising all articulated combinations of vehicles exceeding 19 metres long or 42.5 tonnes gross mass including B-doubles, road trains and truck-and-trailer combinations. |
| Offtracking | The lateral distance that the last-axle on the rear trailer tracks outside the path of the steer axle, usually used for low-speed movements (see also swept path). |
| Overtaking lane | An auxiliary lane provided to allow for slower vehicles to be overtaken. It is line-marked so that all traffic is initially directed into the left-hand lane, with the inner lane being used to overtake. |
| Pavement width | The width between the outer shoulder edges or between the kerb faces. |
| Roadside infrastructure | A general term covering all road furniture that includes signs, street lights and protective devices for the control, guidance and safety of traffic, and the convenience of road users. |
| Scheme | The Performance Based Standards Scheme |
| Seal width | Width between edges of the sealed surface or between edge lines (where installed on undivided carriageways), whichever is less. |
| Shoulder | The portion of formed carriageway that is adjacent to the traffic lane and flush with the surface of the pavement. |
| Startability | A measure of the ability of a vehicle to commence forward motion on a specified grade. |
| Stopping sight distance | The distance required for a driver, travelling at a given speed, to perceive an object on the road and to stop before striking it. |
| Superelevation | A slope on a curved pavement selected so as to enhance forces assisting a vehicle to maintain a circular path. |
| Swept path | Low-speed swept path is defined for the purposes of the Scheme as the maximum distance that a vehicle or combination tracks inside the path taken by the steering axle in a low speed turn, plus the vehicle width. |

Tracking ability on a straight path The amount of variation in the lateral position of the trailing unit (last trailer) measured relative to the path or track followed by the hauling unit (rigid track or prime mover).

APPENDIX B – TURNING TEMPLATES

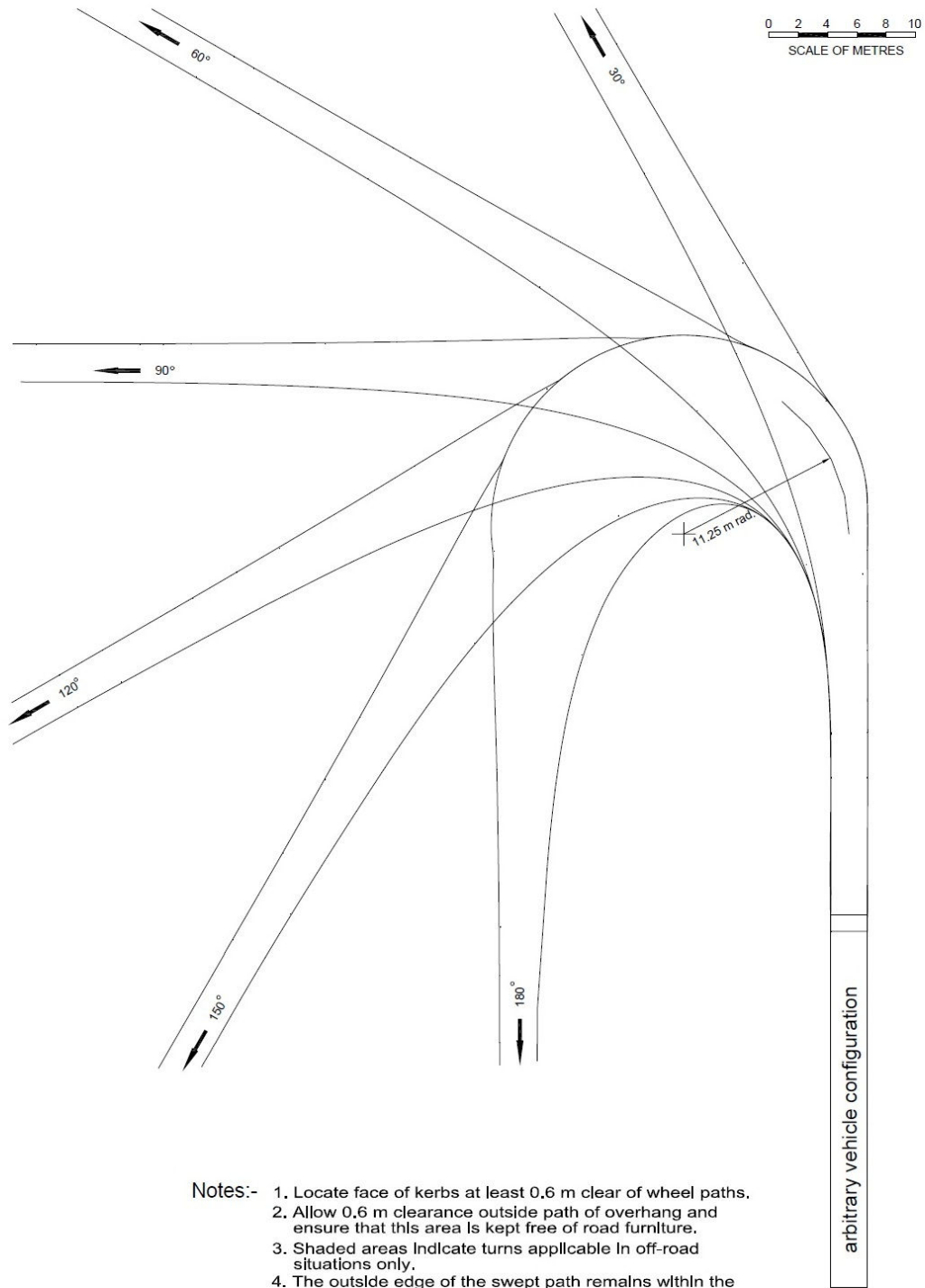
The following templates are reproduced from NTC (2007). Further templates, including those for a semi-trailer (level 1) and a 26-metre B-double (Level 2A) at different speeds can be found in Austroads (2006).

AUSTROADS
 DESIGN LEVEL 1 PBS VEHICLE
 Radius 12.5 m
 Turning speed 0 - 5 km/h



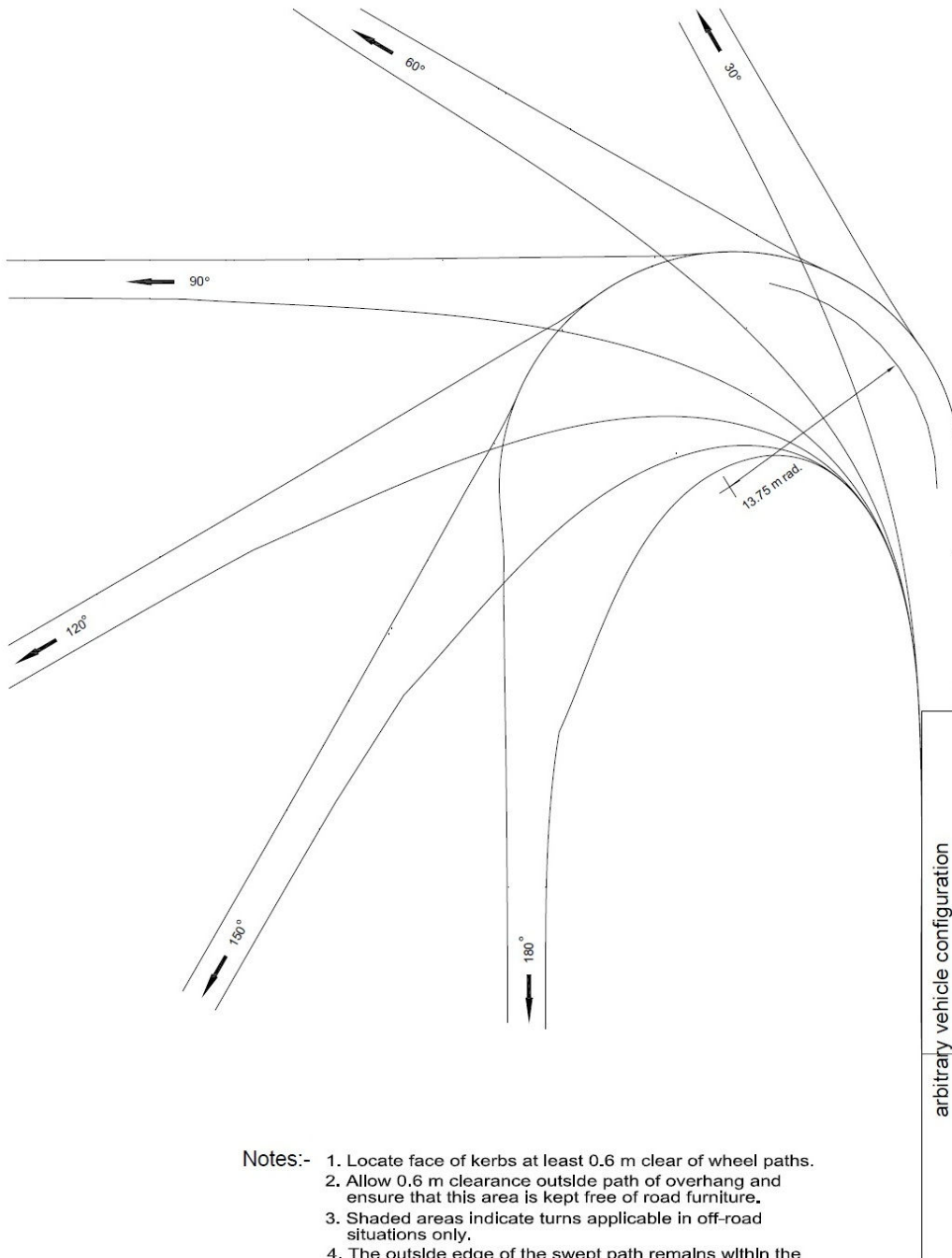
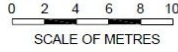
- Notes:-
1. Locate face of kerbs at least 0.6 m clear of wheel paths.
 2. Allow 0.6 m clearance outside path of overhang and ensure that this area is kept free of road furniture.
 3. The outside edge of the swept path remains within the paved area

**AUSTROADS
LEVEL 2 PBS VEHICLE
Radius 12.5 m
For use at mandatory stop only
Turning speed 0 - 5 km/h**



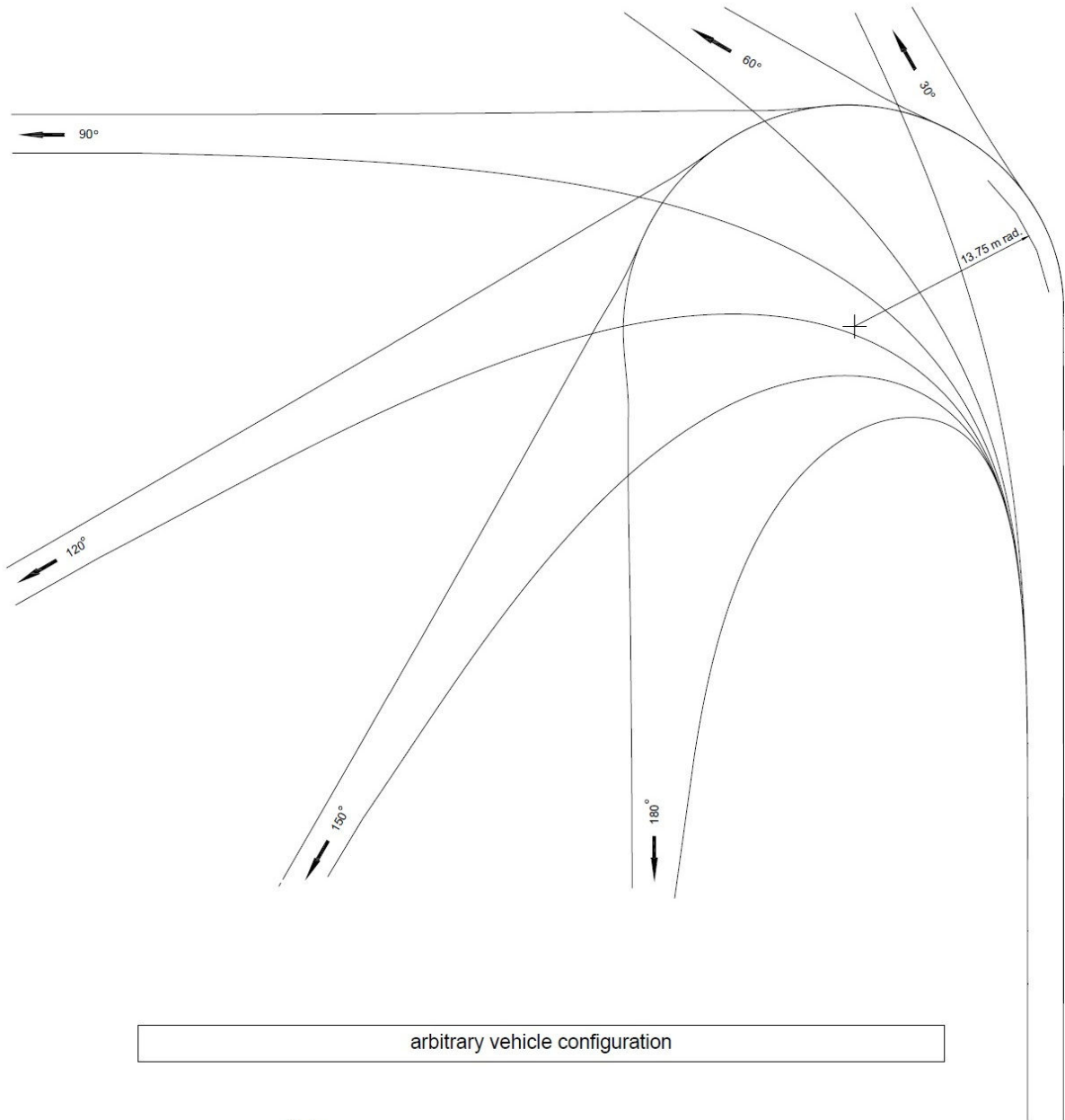
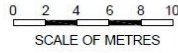
- Notes:-
1. Locate face of kerbs at least 0,6 m clear of wheel paths.
 2. Allow 0,6 m clearance outside path of overhang and ensure that this area is kept free of road furniture.
 3. Shaded areas indicate turns applicable in off-road situations only.
 4. The outside edge of the swept path remains within the paved area

**AUSTROADS
LEVEL 3 PBS VEHICLE
Radius 15 m
Turning speed 5 - 15 km/h**



- Notes:-
1. Locate face of kerbs at least 0.6 m clear of wheel paths.
 2. Allow 0.6 m clearance outside path of overhang and ensure that this area is kept free of road furniture.
 3. Shaded areas indicate turns applicable in off-road situations only.
 4. The outside edge of the swept path remains within the paved area

AUSTROADS
 LEVEL 4 PBS VEHICLE
 Radius 15 m
 Turning speed 5 - 15 km/h



- Notes:-
1. Locate face of kerbs at least 0.6 m clear of wheel paths.
 2. Allow 0.6 m clearance outside path of overhang and ensure that this area is kept free of road furniture.
 3. Shaded areas indicate turns applicable in off-road situations only.
 4. The outside edge of the swept path remains within the paved area



ADVANTIA

TRANSPORT CONSULTING

Class 2 heavy vehicle route assessment guidelines for VicRoads



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Contents

| | |
|--|-----------|
| 1. INTRODUCTION | 5 |
| 2. VEHICLE TYPES AND PRODUCTIVITY BENEFITS | 5 |
| 2.1 B-DOUBLES | 5 |
| 2.2 A-DOUBLES | 6 |
| 2.3 B-TRIPLES | 7 |
| 2.4 A-TRIPLES | 8 |
| 2.5 AB-TRIPLES | 9 |
| 2.6 QUAD COMBINATIONS | 9 |
| 3. APPLICATION OF THE GUIDELINES | 10 |
| 3.1 GENERAL ACCESS | 10 |
| 3.2 RESTRICTED ACCESS | 10 |
| 3.3 RISK MANAGEMENT | 11 |
| 3.4 USE OF THE GUIDELINES | 12 |
| 4. ROUTE ASSESSMENT PROCESS | 17 |
| 5. GEOMETRIC CONSIDERATIONS | 18 |
| 5.1 LANE WIDTHS ON STRAIGHT SECTIONS OF ROAD | 18 |
| 5.2 LANE WIDTHS ON CURVED SECTIONS OF ROAD | 27 |
| 5.3 LANE WIDTHS ON BRIDGES | 31 |
| 5.4 OVERTAKING PROVISION | 32 |
| 5.5 SIGNALISED INTERSECTIONS – CLEARANCE TIMES | 36 |
| 5.6 STACKING DISTANCE | 38 |
| 5.7 RAILWAY CROSSINGS – WARNING TIMES | 41 |
| 5.8 ACCELERATION LANE LENGTHS ONTO MAIN ROADS AND HIGHWAYS | 42 |
| 5.9 SIGHT DISTANCE | 45 |
| 5.10 SWEEPED PATH | 47 |
| 5.11 OVERHEAD CLEARANCE | 53 |
| 5.12 OFF-ROAD PARKING | 54 |
| 5.13 GRADE AND ROUTE TOPOGRAPHY | 56 |
| 5.14 CROSSFALL | 58 |
| 6. STRUCTURAL CONSIDERATIONS | 59 |
| 6.1 PAVEMENT CAPACITY | 59 |
| 6.2 BRIDGE CAPACITY | 61 |
| 7. TRAFFIC INTERACTION CONSIDERATIONS | 61 |
| 7.1 TRAFFIC VOLUME | 61 |
| 7.2 HEAVY VEHICLE DELINEATION AND SIGNAGE | 62 |
| 7.3 VULNERABLE ROAD USERS | 62 |
| 7.4 SPEED ENVIRONMENT | 63 |
| 8. AMENITY CONSIDERATIONS | 63 |
| 8.1 NOISE AND VIBRATION | 63 |
| 8.2 EMISSIONS AND AIRBORNE DUST AND WATER | 65 |
| 8.3 ADJACENT LAND USE | 66 |
| 9. FREIGHT PLANNING CONSIDERATIONS | 67 |

| | | |
|-------------------|--|-----------|
| 9.1 | EVALUATION AGAINST PLANNING PROPOSALS | 67 |
| 9.2 | PROXIMITY TO EXISTING ROUTES | 68 |
| 9.3 | PRODUCTIVITY IMPROVEMENT | 68 |
| 9.4 | INTERMODAL ACCESS AND INVESTIGATION OF ALTERNATIVE MODES | 69 |
| 10. | RELATED RESOURCES | 70 |
| 11. | REFERENCES | 72 |
| APPENDIX A | TECHNICAL DATA | 75 |
| APPENDIX B | TABLE DRAIN DIAGRAM | 85 |

1. Introduction

Route assessment is an important step when determining safe and appropriate levels of access for heavy vehicles. Heavy vehicles can have significant impacts on the road safety, infrastructure, and communities where they operate. As such a review of the technical parameters and other characteristics of a road should be undertaken before an access decision is made.

The parameters considered as part of a route assessment can be broadly categorised into the following five areas:

- Geometric
- Structural
- Traffic interaction
- Amenity
- Freight planning.

The following sections provides general information about route assessment and the vehicles which are intended to trigger route assessment under this guideline.

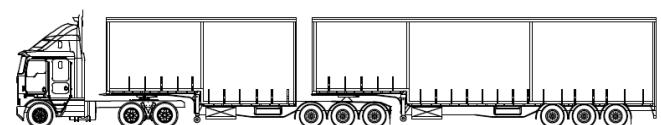
2. Vehicle types and productivity benefits

The following sections are primarily taken from the Queensland Transport and Main Roads (TMR, 2017) guidelines and have been adapted for VicRoads.

2.1 B-doubles

A B-double combination comprises a prime mover and two semi-trailers connected by a fifth wheel coupling, as shown in Figure 1. B-doubles are more productive than standard semi-trailers as they are longer and have an extra axle group. As a result, they are commonly used for palletised freight, and can also be designed to suit commodities including bulk grain and fertilizer, bulk liquid, quarry materials, containers, and livestock. B-doubles carrying low density freight may be fitted with tandem axle groups on the trailers, but would be restricted to a lower gross mass.

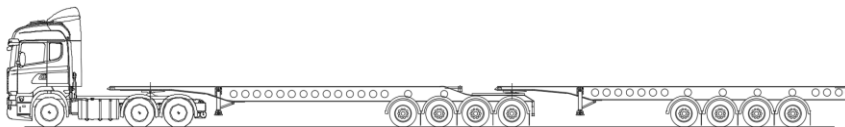
Figure 1 - General freight B-double



Under the Mass, Dimensions and Loading (MDL) regulations within the Heavy Vehicle National Law (HVNL, 2015), B-doubles can be up to 26 metres long, and have a gross mass of up to 62.5 tonnes under General Mass Limits (GML). The HVNL also specifies minimum axle group spacings, to limit bridge impacts. Victorian mass regulations allow B-doubles fitted with Road-Friendly Suspension (RFS) to operate at Higher Mass Limits (HML) axle loads on HML routes, allowing up to 68.5 tonnes gross mass (with 6.5-tonne steer axle).

Under the Performance Based Standards Scheme (PBS), B-doubles are not restricted in overall length, but are typically limited to 30 metres because of the length limit for PBS Level 2B access. Twin steer, tri-drive prime movers and quad-axle trailers can also be used. An example of a 30-metre B-double fitted with quad axle groups is shown in Figure 2.

Figure 2 - Quad-quad PBS Level 2B B-double

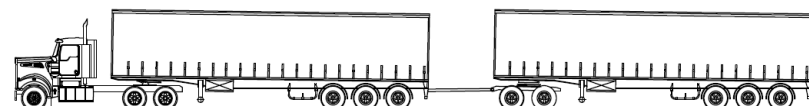


PBS-approved Level 2B B-doubles up to 30 metres overall length have on-road performance that is equivalent to or better than that of conventional 26-metre B-doubles, with the exception of their low speed manoeuvrability and bridge loading impacts. As a result, PBS Level 2B B-doubles are generally fitted with steerable trailer axles to limit swept path width to 8.7 metres, and bridge capacity limits their gross mass.

2.2 A-doubles

A-doubles, also referred to as 'double road trains', comprise a prime mover and two semi-trailers connected by a converter dolly, as shown in Figure 3. They are more productive than B-doubles as they have increased length and an extra axle group. They are commonly used for containerised freight, and can also be designed to suit other commodities.

Figure 3 - A-double



Under the National Class 2 Heavy Vehicle Road Train Authorisation (Notice) 2015 (No.1) within the HVNL (HVNL, 2015), A-doubles are classed as a 'Type 1 road train', can be up to 36.5 metres long, and have a gross mass of up to 79 tonnes under GML. Victorian mass regulations allow A-doubles fitted with RFS to operate at HML axle

loads on HML routes, allowing up to 85.5 tonnes gross mass (with 6.5-tonne steer axle).

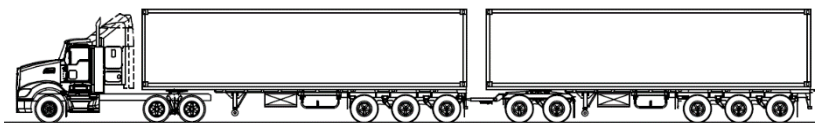
Under PBS, innovative A-double designs have emerged with various axle configurations, and overall lengths ranging between 26 and 36.5 metres. Again, PBS does not restrict overall length but A-double combinations are typically limited to 26, 30 or 36.5 metres because of the length limits for PBS Level 2A, 2B and 3A access.

Short combinations up to 26 metres long have been readily adopted by bulk liquid transporters, as they do not need much volumetric capacity and have better low speed manoeuvrability than that of equivalent B-doubles. The additional axle group allows greater gross mass (Figure 4). Longer combinations up to 30 metres long have gained popularity in shipping container transport, as the additional length allows two 40-foot containers to be carried (Figure 5).

Figure 4 - 26-metre PBS Level 2A A-double



Figure 5 - 30-metre PBS Level 2B A-double

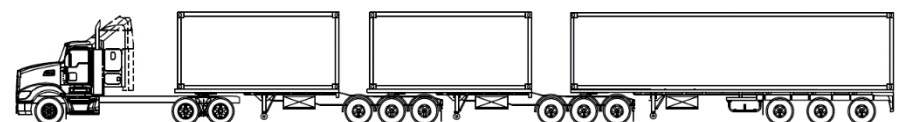


PBS-approved Level 2B A-doubles up to 30 metres overall length have on-road performance that is equivalent to or better than conventional 26-metre B-doubles, with the exception of their high-speed dynamic performance, and bridge loading impacts. As a result, load height restrictions may be used to reduce trailer Centre-of-Gravity height, and bridge capacity limits their gross mass.

2.3 B-triples

B-triple combinations comprise a prime mover, two lead trailers, and a semi-trailer connected by fifth wheel couplings as shown in Figure 6. They are more productive than B-doubles and A-doubles due to their extra length and mass. They can carry more freight volume than an A-double of equivalent overall length.

Figure 6 - General freight B-triple



Under the National Class 2 Heavy Vehicle Road Train Authorisation (Notice) 2015 (No.1) within the HVNL (HVNL, 2015), B-triples are classed as a Type 1 road train, can be up to 36.5 metres long, and have a gross mass of up to 82.5 tonnes under GML. Victorian mass regulations allow B-triples fitted with RFS to operate at HML axle loads on HML routes, allowing up to 91 tonnes gross mass (with 6.5-tonne steer axle). Under PBS, B-triples are not restricted in overall length, but would be typically limited to 36.5 metres because of the length limit for PBS Level 3A access.

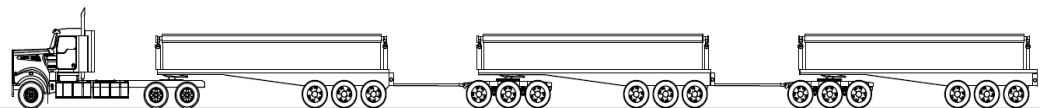
Comparatively few innovative B-triple combinations have been developed under PBS, because high-productivity A-double combinations are more attractive to the industry, and the level of access offered to B-triple combinations is relatively low due to their large swept path width.

PBS-approved Level 3A B-triples up to 36.5 metres overall length have on-road performance that is equivalent to or better than that of conventional 36.5-metre A-triples, with the exception of their low speed manoeuvrability.

2.4 A-triples

A-triples comprise a prime mover and three semi-trailers connected by converter dollies, as shown in Figure 7. They are commonly used for specific commodities such as fuel, aggregate, and livestock. A-triples can be fitted with either tandem or triaxle groups on the converter dollies, but the most common scenarios are tandem dollies and triaxle trailers.

Figure 7 - Side tipping A-triple



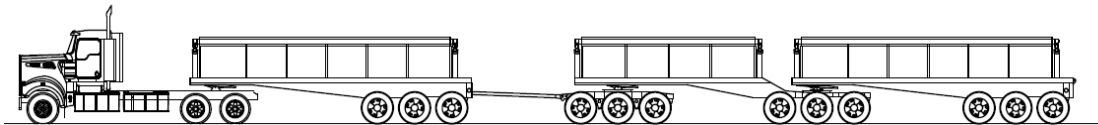
Under the National Class 2 Heavy Vehicle Road Train Authorisation (Notice) 2015 (No.1) within the HVNL (HVNL, 2015), A-triples are classed as a Type 2 road train, can be up to 53.5 metres long, and have a gross mass of up to 115.5 tonnes under GML. Victorian mass regulations allow A-triples fitted with RFS to operate at HML axle loads on HML routes, allowing up to 136 tonnes gross mass (with 6.5-tonne steer axle). Under PBS, A-triples are not restricted in overall length, but would be typically limited to 53.5 metres because of the length limit for PBS Level 4A access. However, Level 4A allows up to 60 metres

Comparatively few innovative A-triple combinations have been developed under PBS. This could be because quad-trailer combinations are more productive, but have the same levels on on-road performance, and are generally granted equivalent access.

2.5 AB-triples

AB-triples comprise a prime mover and semi-trailer, towing a B-double trailer set connected to the first trailer by a converter dolly, as shown in Figure 8. They are commonly used for specific commodities such as mined ore and livestock. AB-triples can be fitted with either tandem or triaxle groups on converter dolly and drive.

Figure 8 - Side tipping AB-triple



Under the National Class 2 Heavy Vehicle Road Train Authorisation (Notice) 2015 (No.1) within the HVNL (HVNL, 2015), AB-triples are classed as either a Type 1 or Type 2 road train, depending on their overall length. AB-triples within 36.5 metres are classed as a Type 1 road train, while longer AB-triples, up to 42 metres long, are classed as Type 2 road trains. AB-triples can have a gross mass of up to 103 tonnes under GML.

Under PBS, AB-triples are not restricted in overall length, but would be typically limited to 36.5 or 42 metres because of the length limits for PBS Level 3A and 3B access respectively. A twin-steer, tandem drive, or tri drive prime mover can be used, and trailers can be fitted with quad axle groups, allowing gross mass to increase. PBS AB-triple combinations have been readily adopted by the mining industry, some fitted with quad axle groups.

2.6 Quad combinations

Quad combinations are roads trains that comprise single and B-double trailer sets and converter dollies to create various configurations, including AAB-quad, BAB-quad, and BAA-quad, as shown in Figure 9 to Figure 11.

Figure 9 - AAB-quad

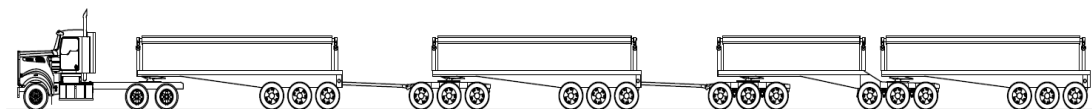


Figure 10 - BAB-quad

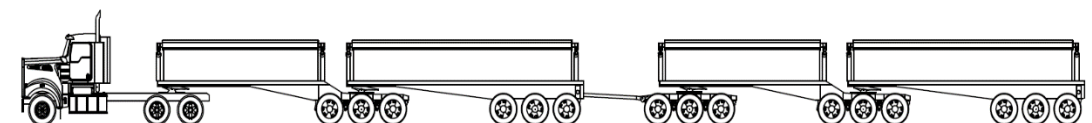
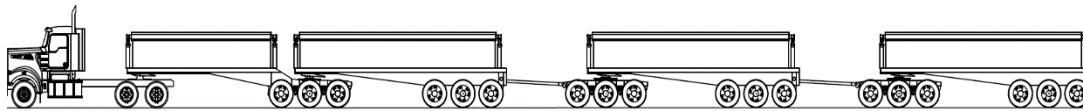


Figure 11 - BAA-quad



Under the National Class 2 Heavy Vehicle Road Train Authorisation (Notice) 2015 (No.1) within the HVNL (HVNL 2015), quad combinations are classed as a Type 2 road train, can be up to 53.5 metres long, with varying gross masses depending on their axle group configuration. Under PBS, quad combinations are not restricted in overall length, but would be typically limited to 53.5 or 60 metres because of the length limits for PBS Level 4A and 4B access, respectively.

Such combinations have been readily adopted by the mining industry, again some fitted with quad axle groups.

3. Application of the guidelines

3.1 General access

Within Victoria, General Access allows any Class 2 vehicle up to 19 metres in overall length, and 50.5 tonnes gross mass, to access any road unless otherwise excluded (e.g. by local signage)¹. These vehicles do not require a permit to operate on the road networks as long as they comply with all posted signs and bridge limits.

3.2 Restricted access

VicRoads publishes online a number of established heavy vehicle access networks relevant to many of the Class 2 vehicles covered in this guideline, including but not limited to the following:

- B-doubles
- Road trains
- PBS Level 1, 2A, and 2B (Cubic) vehicles.

¹ In addition, under the Heavy Vehicle National Law, some PBS Level 1 vehicles may also operate at General Access subject to being under 20-metres in overall length and not exceeding maximum GCM limits, among other conditions as detailed in the law.

Details on these heavy vehicle networks can be found on the VicRoads website, and include coverage of the networks and specifications of which vehicles are covered under each of the networks.

When assessing a road for a vehicle that falls within an envelope approved for restricted access networks, it is important that the networks be checked first to determine the road is already approved for access.

3.3 Risk management

To allow for additional flexibility and suitability of the guidelines to Victorian roads, this guideline uses a tiered risk management approach. When appropriate, assessment of specific parameters includes multiple risk categories, described below.

Category A

Compliance with category A offers the lowest risk. It is desirable that when completing a route assessment, all considerations should comply with category A requirements if possible. Category A requirements should be considered desirable level of compliance when expanding heavy vehicle networks as a large range of vehicles will have access to each of the heavy vehicle networks.

Category B

Category B is a mid-tier level of risk management. In development of the guidelines, category B numerical requirements are generally an average between category A and C. Compliance with Category B requirements is taken to be acceptable for access decisions on individual permits and the minimum when expanding heavy vehicle networks. This is because when assessing a route for a single permit, more specific details are known about the subject vehicle.

Category C

Compliance with category C requires some form of risk mitigation when approving access for a heavy vehicle. Category C numerical requirements should be carefully considered with justification included when used.

Examples of additional risk management strategies include:

- Travel time restrictions
- Field demonstrations and trial phases
- Consultation with subject matter experts and external consultants.

Nevertheless, when using the route assessment guidelines, assessors should always use their best judgement in approving access for heavy vehicles. Due to the potential

consequences, even when complying with category A additional risk management may be appropriate.

3.4 Use of the guidelines

Depending on the vehicle being assessed and the intent of the assessment, not all sections of the guidelines need to be used/applied. The considerations within the guidelines have been categorised as either:

- Mandatory – minimum required assessment for route classification
- Desirable – beneficial to include when performing a route classification

Mandatory considerations will generally have significant safety impacts while desirable considerations may not have significant safety impacts if not initially considered.

When performing a route assessment, it is expected that assessors will perform an initial desktop study on all the mandatory considerations in addition to as many of the recommended considerations as possible.

In cases where the assessor believes that the results of the desktop study are not conclusive, a secondary assessment can be considered which may involve field demonstrations or engagement with third parties, such as subject matter experts to determine a route's suitability.

The following sections give guidance on what considerations are mandatory, what considerations are recommended, and what considerations do not need to be assessed for the three most common use cases of the guidelines.

Classification of a route for PBS Level 1 vehicles

Vehicles that meet the PBS Level 1 standards have no greater infrastructure impacts and no less safety performance than existing 'as-of-right' General Access vehicles. As such, no technical assessment is required.

Instead, assessors should ascertain whether all posted road and bridge load limits will be adhered to.

In addition, it is desirable that assessors should consider the following parameters:

- Traffic volume
- Heavy vehicle delineation and signage
- Vulnerable road users
- Noise and vibration
- Emissions and airborne dust and water
- Adjacent land use

- Evaluation against planning proposals
- Proximity to existing routes
- Productivity improvement
- Intermodal access and investigation of alternative modes

Reclassification of a route from PBS Class A to Class B

PBS Class B vehicles are longer than PBS Class A vehicles, but meet the same safety standards including swept path, hence only aspects related to increased length are required to be assessed.

Table 1 lists the considerations to be assessed when reclassifying a route from PBS Class A to Class B. If the results of the desktop assessment are inconclusive, or require further assessment, field demonstrations or engagement of subject matter experts can be completed to ascertain suitability of the route.

Table 1 Assessment requirements when reclassifying a route from PBS Class A to Class B

| Consideration | | Notes |
|------------------|--|--|
| Mandatory | Overtaking provision | Not required to be assessed on divided highways and roads with more than one lane in each direction. In addition, in low-speed environments overtaking generally will not need to occur. |
| | Signalised intersections – clearance times | Only required if the route includes a signalised intersection |
| | Stacking distance | Only required if the route includes a railway crossing or intersection |
| | Railway crossings – warning times | Only required if the route includes a railway crossing |
| Desirable | Traffic volume | |
| | Heavy vehicle delineation and signage | |
| | Proximity to existing routes | |
| | Productivity improvement | |

Classification of a route for PBS Level 2+ and conventional multicomination vehicles to a higher level

This included all reclassification of routes for vehicles other than PBS Level 1 and general access vehicle or when changing the class of the route from PBS Class A to PBS Class B.

When assessing a route for vehicles other than PBS Level 1 vehicles a more in-depth assessment is required. This is because PBS Level 2+ and other multicomination vehicles have greater infrastructure impacts and less safety performance than existing ‘as-of-right’ General Access vehicles.

In these cases, assessors should first perform a desktop assessment of the mandatory considerations for the route. If the results of the desktop assessment are inconclusive, or require further assessment, field demonstrations or engagement of subject matter experts can be completed to ascertain suitability of the route.

Information on which considerations are to be assessed is given in Table 2.

Table 2 Route assessment considerations for reclassifying a route to a higher level for PBS Level 2+ vehicles or other conventional multicomination vehicles

| Consideration | | Notes |
|----------------------|--|--|
| Mandatory | Lane widths on straight sections of road | Only required if suburban route includes sections of road with speed limits of at least 60 km/h. |
| | Lane widths on curved sections of road | Only required if suburban route includes sections of road with speed limits of at least 60 km/h. |
| | Lane widths on bridges | Only required if suburban route includes sections of road with speed limits of at least 60 km/h. |
| | Overtaking provision | |
| | Signalised intersections – clearance times | Only required if the route includes a signalised intersection |
| | Stacking distance | Only required if the route includes a railway crossing or intersection |
| | Railway crossings – warning times | Only required if the route includes a railway crossing |
| | Acceleration lane lengths onto main roads and highways | Only required if route includes entry onto a main road or highway from an arterial road |
| | Sight distance | |
| | Swept path | Only required if swept path is greater than 7.4 metres and seeking access to PBS Level 1 or general access roads, or, if swept path is greater than 8.7 metres |
| | Overhead clearance | |
| | Grade and route topography | |
| | Pavement capacity | Only required if axle group loads are above HML/QML2 |
| | Bridge capacity | Only required if the route includes bridges which are currently not rated for use by the subject vehicle |
| | Off-road parking | Only required for rural routes longer than 160 km or remote routes longer than 240 km |
| Desirable | Crossfall | |
| | Traffic volume | |
| | Heavy vehicle delineation and signage | |
| | Vulnerable road users | |
| | Speed environment | |
| | Noise and vibration | |
| | Emissions and airborne dust and water | |
| | Adjacent land use | |
| | Evaluation against planning proposals | |
| | Proximity to existing routes | |
| | Productivity improvement | |
| | Intermodal access and investigation of alternative modes | |

Information on where to obtain data for the desktop study can be found in Table 3.

If the assessor feels that the consideration assessment may not be sufficient assessed through a purely desktop study, they can request that either more accurate field data be provided by the applicant, or a field demonstration be conducted.

Data sources for consideration assessment

Table 3 provides a list of sources of data for performing assessment of individual considerations. When listing vMap as a source, the relevant layer has been included in brackets.

Table 3 - List of data sources for consideration assessments

| Consideration | Numerical data required | Source(s) |
|--|--|--|
| Lane widths on straight sections of road | Seal width and number of lanes | vMap (Pavement), Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| | Road speed limit | vMap (Speed zones) |
| | Average Annual Daily Traffic (AADT) | vMap (Traffic Volume) |
| Lane widths on curved sections of road | Seal width and number of lanes | vMap (Pavement), Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| | AADT | vMap (Traffic Volumes) |
| | Road speed limit | vMap (Speed zones) |
| | Road radius | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Lane widths on bridges | Seal width and number of lanes | vMap (Pavement), Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| | Road speed limit | vMap (Speed zones) |
| | AADT | vMap (Traffic Volume) |
| | Span length | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Overtaking provision | Distance between dedicated overtaking provisions | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| | Sight distance | Google maps street view – distance between landmarks |
| | AADT | vMap (Traffic Volume) |
| Signalised intersections – clearance times | Green plus intergreen time | Signal Operation sheets or SCATS (Sydney Coordinated Adaptive Traffic System) if the site is connected to the system. Only site-specific data is available and can be obtained via consultation with the Signal Services team |
| | Intersection width | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Stacking distance | Stacking distance | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Railway crossings – warning times | Boom gate warning time | Consultation with Transport for Victoria Over Dimensional Load team required. Warning times for specific sites can be obtained from consultation with the infrastructure managers (V/Line or ARTC) via PTC's Network Safety team |
| Acceleration lanes onto main roads and highways | Acceleration lane length | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| | Road grade | Aerial/satellite data for average road grade i.e. Google Maps |
| | Road speed limit | vMap (Speed zones) |

| | | |
|--|---|--|
| Sight distance | Sight distance | Google maps street view – distance between landmarks |
| | Road grade | Aerial/satellite data for average road grade i.e. Google Maps |
| | Road speed limit | vMap (Speed zones) |
| Swept path | Swept path width | vMap (Layer under development) |
| | Turn radius | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Overhead clearance | Overhead clearance | vMap (height clearance) |
| Off-road parking | Clearance on side of road | vMap (Pavement), Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| | Road speed limit | vMap (Speed zones) |
| Grade and route topography | Road grade | Aerial/satellite data for average road grade i.e. Google Maps |
| | Distance of uphill travel | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP, consultation with the region authorities |
| | Road speed limit | vMap (Speed zones) |
| Crossfall | Crossfall | Requires consultation with the region authorities |
| Traffic volume | AADT | vMap (Traffic Volume) |
| Heavy vehicle delineation and signage | Sight distance | Google maps street view – distance between landmarks |
| | Carriageway width and number of lanes | vMap (Pavement), Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Speed environment | Road speed limit | vMap (Speed zones) |
| Noise and vibration | Distance between road and sensitive areas | Aerial/satellite imagery i.e. Google maps or HD imagery via vMAP |
| Emissions and airborne dust and water | AADT | vMap (Traffic Volume) |
| | Road speed limit | vMap (Speed zones) |

In cases where appropriate numerical data is unavailable, assessors should either request the appropriate data from the applicant, undertake a field demonstration, or engage a subject matter expert to perform the relevant assessment.

4. Route assessment process

Route assessments should be undertaken by VicRoads Consent officers. Some assessments may also require additional input from other VicRoads staff, e.g. the Asset Services Team for bridges.

When performing a route assessment, the assessor should initially perform a desktop assessment using maps, satellite/aerial imagery, and available technical records.

The desktop assessment should inform the assessor of particular aspects of the route that require a physical inspection, and the need for consultation with external parties, particularly where the route intersects an asset owned by others.

VicRoads officers may also conduct a monitored field demonstration to address any concerns raised during the desktop or field demonstration. The safety and infrastructure risks of the field demonstration should be carefully managed via consultation with those in the heavy vehicle division who set the access arrangements for Class 2 vehicles. In addition the necessary permits will be required.

The assessor should always consider consultation as part of the assessment process. Engineers from the rail and port branches, local police, council staff and other stakeholders can be called to assist in route assessments in conjunction with authorised National Heavy Vehicle Regulator (NHVR) officers. Local community concerns should be taken into account and balanced against the economic, road safety, traffic management and other technical issues. The need for formal community consultation should be considered.

While VicRoads does not have to adhere to the recommendation of an assessor using these guidelines, the technical justification for any recommended outcomes should be documented.

5. Geometric considerations

5.1 Lane widths on straight sections of road

Requirements around lane width address operational road safety and infrastructure risks that may occur. These risks are elevated when insufficient lane width is available for the operation of heavy vehicles. Without sufficient lane width heavy vehicles may cross either the centreline or edge line of the lane². If a heavy vehicle were to cross over the centreline, there is a considerable risk of sideswipe or head-on collisions between vehicles. When a heavy vehicle crosses over the edge line, risks of rollover or damage to pavement seals can be increased.

The primary indicator of a Class 2 heavy vehicle's ability to remain within the lane is referred to as a vehicle's 'Tracking Ability on a Straight Path' (TASP). TASP is the total width that the vehicle uses when operating on a straight path. It is dependent on

² Note that the national standard lane width is 3.5 metres (Austroads, 2016)

many factors including but not limited to the vehicle's speed and path correction of the driver, the road geometry (crossfall and unevenness), and physical characteristics of the vehicles such as length, number of articulation points and component properties.

Minor width deficiencies should not preclude a route from a road classification level, particularly if the lane width deficiencies only apply to a small portion of the route. To provide network continuity and connectivity, a relaxation of carriageway width may be considered. In these cases, a risk assessment should be undertaken which considers all factors that would contribute to the safe operation of vehicles and their interaction with other users.

It is necessary to point out that the risks surrounding insufficient lane width vary with the road environment. In urban areas, due to the risks associated with parked vehicles, pedestrians and cyclists it is important to consider on both non-kerbside and kerbside lanes.

The terminology used to describe the carriageway type is demonstrated in Figure 12. Listed speed limits refer to the posted speed limit for the road under assessment.

Figure 12 - Explanation of carriageway types (Source: TMR, 2017)



Assessment

Table 4 to Table 9 show the minimum seal and carriageway widths in urban and rural areas, which have been adapted from TMR (2013) to be applicable to Victoria. It was identified through consultation with VicRoads that the National Transport Commission (NTC) minimum of 3.1 metres for lane width is too restrictive and a narrow minimum width should be utilised.

In cases of more than three lanes, the values shown in Table 6 to Table 9 should be multiplied. For example, a 4-lane divided carriageway would require double the width of a 2-lane divided carriageway.

For suburban roads that have a speed limit less than 60 km/h than lane width on straight sections of road does not need to be considered.

Table 4 - Minimum sealed widths in urban areas: undivided carriageway – 2-way (Source: adapted from TMR, 2013)

| Road feature | Risk management | B-doubles and PBS Level 2 vehicles | | A-doubles, B-triples and PBS Level 3 vehicles | | A-triples, AB-triples, quads and PBS Level 4 vehicles | |
|---|-----------------|------------------------------------|--------|---|--------|---|--------|
| | | 60-70 | 80-100 | 60-70 | 80-100 | 60-70 | 80-100 |
| | | km/h | km/h | km/h | km/h | km/h | km/h |
| Width between road edge and road centre (metres) | | | | | | | |
| Basic | Category A | 3.2 | 3.5 | 3.3 | 3.7 | 3.6 | 4.1 |
| | Category B | 2.9 | 3.2 | 3.0 | 3.4 | 3.3 | 3.8 |
| | Category C | 2.6 | 2.9 | 2.7 | 3.1 | 3.0 | 3.5 |
| with marked separation line | Category A | 3.5 | 3.7 | 3.6 | 4.0 | 3.9 | 4.4 |
| | Category B | 3.2 | 3.4 | 3.3 | 3.7 | 3.6 | 4.1 |
| | Category C | 2.9 | 3.1 | 3.0 | 3.4 | 3.3 | 3.8 |
| with on-road cyclists | Category A | 4.7 | 5.5 | 4.8 | 5.7 | 5.1 | 6.1 |
| | Category B | 4.4 | 5.2 | 4.5 | 5.4 | 4.8 | 5.8 |
| | Category C | 4.1 | 4.9 | 4.2 | 5.1 | 4.5 | 5.5 |
| with regular parallel parking | Category A | 5.7 | 6.0 | 5.8 | 6.2 | 6.1 | 6.6 |
| | Category B | 5.4 | 5.7 | 5.5 | 5.9 | 5.8 | 6.3 |
| | Category C | 5.1 | 5.4 | 5.2 | 5.6 | 5.5 | 6.0 |
| with regular angle (i.e. 45°) parking | Category A | 9.2 | 9.5 | 9.3 | 9.7 | 9.6 | 10.1 |
| | Category B | 8.9 | 9.2 | 9.0 | 9.4 | 9.3 | 9.8 |
| | Category C | 8.6 | 8.9 | 8.7 | 9.1 | 9.0 | 9.5 |

Notes:

1. Category A was taken directly from the TMR (2013) minimum widths, which are themselves adapted from NTC (2007) values.
2. Category B was taken as the average of Categories A and C.
3. Category C was taken from discussion with VicRoads around allowing vehicles on roads with 2.6 metres as a minimum width. This was taken as the basic minimum width and adapted to other scenarios by the changing the category C value by the same amount that the category A value changed.

Table 5 - Minimum sealed widths in urban areas: divided carriageway – single lane (Source: adapted from TMR, 2013)

| Road feature | Risk management | B-doubles and PBS Level 2 vehicles | | A-doubles, B-triples and PBS Level 3 vehicles | | A-triples, AB-triples, quads and PBS Level 4 vehicles | |
|---|-----------------|------------------------------------|--------|---|--------|---|--------|
| | | 60-70 | 80-100 | 60-70 | 80-100 | 60-70 | 80-100 |
| | | km/h | km/h | km/h | km/h | km/h | km/h |
| Width between road edge and edge of median/traffic island (metres) | | | | | | | |
| Basic | Category A | 3.5 | 3.7 | 3.6 | 4.0 | 3.9 | 4.4 |
| | Category B | 3.2 | 3.4 | 3.3 | 3.7 | 3.6 | 4.1 |
| | Category C | 2.9 | 3.1 | 3.0 | 3.4 | 3.3 | 3.8 |
| with on-road cyclists | Category A | 5.0 | 5.7 | 5.1 | 6.0 | 5.4 | 6.4 |
| | Category B | 4.7 | 5.4 | 4.8 | 5.7 | 5.1 | 6.1 |
| | Category C | 4.4 | 5.1 | 4.5 | 5.4 | 4.8 | 5.8 |
| with regular parallel parking | Category A | 6.0 | 6.2 | 6.1 | 6.5 | 6.4 | 6.9 |
| | Category B | 5.7 | 5.9 | 5.8 | 6.2 | 6.1 | 6.6 |
| | Category C | 5.4 | 5.6 | 5.5 | 5.9 | 5.8 | 6.3 |
| with regular angle (i.e. 45°) parking | Category A | 9.5 | 9.7 | 9.6 | 10.0 | 9.9 | 10.4 |
| | Category B | 9.2 | 9.4 | 9.3 | 9.7 | 9.6 | 10.1 |
| | Category C | 8.9 | 9.1 | 9.0 | 9.4 | 9.3 | 9.8 |

Notes:

1. Category A was taken directly from the TMR (2013) minimum widths, which are themselves adapted from NTC (2007) values.
2. Category B was taken as the average of Categories A and C.
3. Category C was taken from discussion with VicRoads around allowing vehicles on roads with 2.6 metres as a minimum width. This was taken as the basic minimum width and adapted to other scenarios by the changing the category C value by the same amount that the category A value changed.

Table 6 - Minimum sealed widths in urban areas: undivided carriageway – 2 lanes (Source: adapted from TMR, 2013)

| Road feature | Risk management | B-doubles and PBS Level 2 vehicles | | A-doubles, B-triples and PBS Level 3 vehicles | | A-triples, AB-triples, quads and PBS Level 4 vehicles | |
|---|-----------------|------------------------------------|--------|---|--------|---|--------|
| | | 60-70 | 80-100 | 60-70 | 80-100 | 60-70 | 80-100 |
| | | km/h | km/h | km/h | km/h | km/h | km/h |
| Width between road edge and road centre (metres) | | | | | | | |
| Basic | Category A | 6.6 | 7.0 | 6.7 | 7.1 | 7.0 | 7.5 |
| | Category B | 6.0 | 6.4 | 6.1 | 6.5 | 6.4 | 6.9 |
| | Category C | 5.4 | 5.8 | 5.5 | 5.9 | 5.8 | 6.3 |
| with on-road cyclists | Category A | 8.1 | 9.0 | 8.2 | 9.1 | 8.5 | 9.5 |
| | Category B | 7.5 | 8.4 | 7.6 | 8.5 | 7.9 | 8.9 |
| | Category C | 6.9 | 7.8 | 7.0 | 7.9 | 7.3 | 8.3 |
| with regular parallel parking | Category A | 9.1 | 9.5 | 9.2 | 9.6 | 9.5 | 10.0 |
| | Category B | 8.5 | 8.9 | 8.6 | 9.0 | 8.9 | 9.4 |
| | Category C | 7.9 | 8.3 | 8.0 | 8.4 | 8.3 | 8.8 |

Notes:

1. Category A was taken directly from the TMR (2013) minimum widths, which are themselves adapted from NTC (2007) values.
2. Category B was taken as the average of Categories A and C.
3. Category C was taken from discussion with VicRoads around allowing vehicles on roads with 2.6 metres as a minimum width. This was taken as the basic minimum width and adapted to other scenarios by the changing the category C value by the same amount that the category A value changed.

Table 7 - Minimum sealed widths in urban areas: divided carriageway – 2 lanes (Source: adapted from TMR, 2013)

| Road feature | Risk management | B-doubles and PBS Level 2 vehicles | | A-doubles, B-triples and PBS Level 3 vehicles | | A-triples, AB-triples, quads and PBS Level 4 vehicles | |
|---|-----------------|------------------------------------|--------|---|--------|---|--------|
| | | 60-70 | 80-100 | 60-70 | 80-100 | 60-70 | 80-100 |
| | | km/h | km/h | km/h | km/h | km/h | km/h |
| Width between road edge and edge of median/traffic island (metres) | | | | | | | |
| Basic | Category A | 6.6 | 7 | 6.7 | 7.1 | 7 | 7.5 |
| | Category B | 6.0 | 6.4 | 6.1 | 6.5 | 6.4 | 6.9 |
| | Category C | 5.4 | 5.8 | 5.5 | 5.9 | 5.8 | 6.3 |
| with on-road cyclists | Category A | 8.1 | 9 | 8.2 | 9.1 | 8.5 | 9.5 |
| | Category B | 7.5 | 8.4 | 7.6 | 8.5 | 7.9 | 8.9 |
| | Category C | 6.9 | 7.8 | 7.0 | 7.9 | 7.3 | 8.3 |
| with regular parallel parking | Category A | 9.1 | 9.5 | 9.2 | 9.6 | 9.5 | 10 |
| | Category B | 8.5 | 8.9 | 8.6 | 9.0 | 8.9 | 9.4 |
| | Category C | 7.9 | 8.3 | 8.0 | 8.4 | 8.3 | 8.8 |

Notes:

1. Category A was taken directly from the TMR (2013) minimum widths, which are themselves adapted from NTC (2007) values.
2. Category B was taken as the average of Categories A and C.
3. Category C was taken from discussion with VicRoads around allowing vehicles on roads with 2.6 metres as a minimum width. This was taken as the basic minimum width and adapted to other scenarios by the changing the category C value by the same amount that the category A value changed.

Table 8 - Minimum sealed widths in urban areas: divided carriageway – 3 lanes (Source: adapted from TMR, 2013)

| Road feature | Risk management | B-doubles and PBS Level 2 vehicles | | A-doubles, B-triples and PBS Level 3 vehicles | | A-triples, AB-triples, quads and PBS Level 4 vehicles | |
|---|-----------------|------------------------------------|--------|---|--------|---|--------|
| | | 60-70 | 80-100 | 60-70 | 80-100 | 60-70 | 80-100 |
| | | km/h | km/h | km/h | km/h | km/h | km/h |
| Width between road edge and edge of median/traffic island (metres) | | | | | | | |
| Basic | Category A | 9.7 | 10.5 | 9.8 | 10.5 | 10.1 | 10.6 |
| | Category B | 8.8 | 9.6 | 8.9 | 9.6 | 9.2 | 9.7 |
| | Category C | 7.9 | 8.7 | 8 | 8.7 | 8.3 | 8.8 |
| with on-road cyclists | Category A | 11.2 | 12.5 | 11.3 | 12.5 | 11.6 | 12.6 |
| | Category B | 10.3 | 11.6 | 10.4 | 11.6 | 10.7 | 11.7 |
| | Category C | 9.4 | 10.7 | 9.5 | 10.7 | 9.8 | 10.8 |

Notes:

1. Category A was taken directly from the TMR (2013) minimum widths, which are themselves adapted from NTC (2007) values.
2. Category B was taken as the average of Categories A and C.
3. Category C was taken from discussion with VicRoads around allowing vehicles on roads with 2.6 metres as a minimum width. This was taken as the basic minimum width and adapted to other scenarios by the changing the category C value by the same amount that the category A value changed.

Prior research completed by SMEC (2016) highlighted that some combinations including A-doubles, A-triples, AB-triples, and AAB-quads that are loaded with high centre-of-gravity (CoG) loads (e.g. livestock) may require additional lane width than equivalent vehicles carrying other loads.

When assessing rural roads, additional requirements are recommended for consideration:

- Carriageway widths which are less than 9.0 metres on two-lane roads should be accompanied by embankments and table drains³ of slope 1:4 (or flatter) together with clear areas. This will reduce the likelihood of heavy vehicles travelling close to the centreline. Some short sections (i.e. less than 200 metres) without the above features may still be acceptable.
- Carriageway widths which are less than 10.0 metres on roads with a single lane seal should be accompanied by an embankment and table drains of slope 1:6 (or flatter). This allows for smaller vehicles to move clear of an oncoming heavy vehicle that stays on the seal. Again, some short sections may still be acceptable

³ See Appendix B for an explanation of a table drain and its slope

if sight distance allows smaller vehicles to stop prior to the restricted width section of the road.

- The recommended minimum carriageway widths for unsealed roads are 8.0 metres for B-Double and PBS Level 2 routes

Table 9 - Minimum widths on rural roads (metres) (Source: adapted from TMR 2013)

| AADT | Existing alignments | | | | | | New alignments (for comparison) | |
|-----------------|----------------------|-----------------------|-------------------------|-----------------------|---|-----------------------|------------------------------------|-----------------------|
| | Category C | | Category A | | | | | |
| | | | Limited tourist traffic | | Prolonged periods with > 5% caravans | | | |
| | Seal width (m) | C'way width (m) | Seal width (m) | C'way width (m) | Seal width (m) | C'way width (m) | Seal width (m) | C'way width (m) |
| < 150 | -(1) | 8.0 | 6.0 | 8.0 | 8.0 | 8.0 | 6.0 ⁽²⁾ or 9.0 | 8.0 or 9.0 |
| 150 to 500 | 6.0 | 8.0 | 7.0 ⁽³⁾ | 8.0 | 8.0 | 8.0 | 9.0 | 9.0 |
| 500 to 1,000 | 6.5 | 8.0 | 8.0 | 8.0 | 8.0 | 8.5 | 9.0 | 9.0 |
| > 1,000 | - | - | - | - | 9.0 | 9.0 | 9.0 | 10.0 |

Notes:

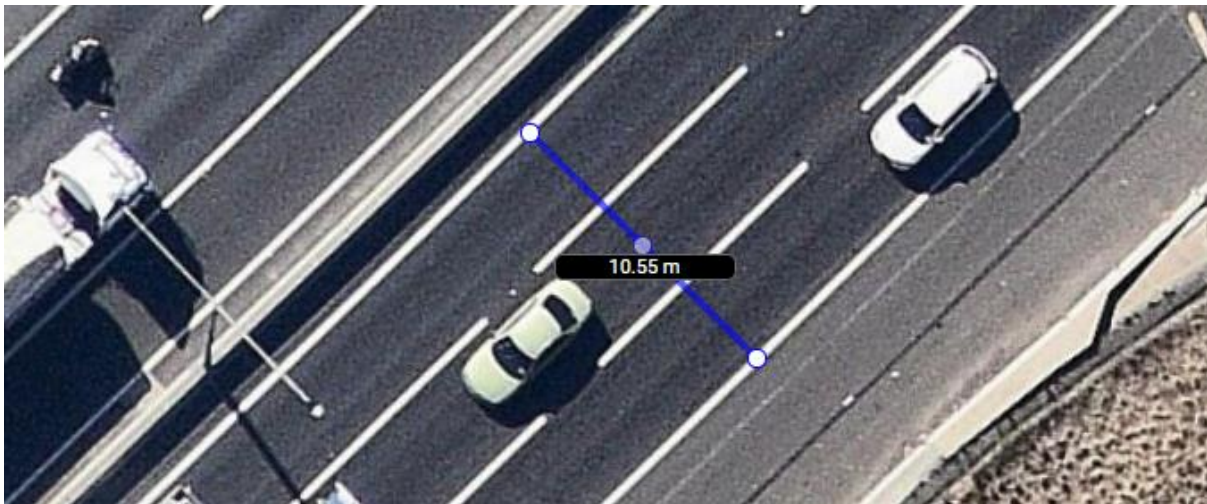
1. A sealed pavement is not mandatory for this traffic volume. In practice, many existing roads will have a 3.7-metre wide (or greater) single lane seal. Some roads may have a 6.0-metre wide seal that may function as a single lane (refer to note 2, below) or a two-way road if marked with a centre line.
2. The 6.0-metre option is intended for operation where the seal is not delineated and operates as a single 4-metre wide lane with partially sealed shoulders. A 9.0-metre seal is preferred for two-way operation.
3. Preferably at least 7.4 metres wide to reduce the need for maintenance.
 - a. 8.4 metres for road trains, and PBS Level 3 and 4 routes.
4. Category A was taken as the 'minimum desirable' values
5. Category C was taken as the 'absolute minimum' values

A route should not be denied access due to minor width deficiencies, particularly if they only apply to a small section of the route. In these cases, to provide network continuity and connectivity, a relaxation of carriageway width may be considered. In such cases.

Example assessment

When assessing a section of road along the M80 for A-double access, aerial imagery has been used to determine the minimum lane width along a straight section of the road, shown in Figure 13. Using Table 8, and noting that the subject vehicle is an A-double operating on a 100 km/h section of road, the Category A requirement is 10.5 metres due to no cyclists on this road. As the measured road width is above 10.5 metres, this consideration would meet the Category A requirement in this instance.

Figure 13 – Aerial imagery measurement of seal width on a 3-lane divided carriageway



An additional example, more applicable to rural roads, is taken from a section of Sebastian Road in Yarraberb where the seal width is not as defined as the earlier example. Once again aerial imagery has been used to determine the lane width on the section of road shown in Figure 14. In these cases the colour gradient in the aerial imagery is key to determining the seal width. Attention should also be given to the line of the road, wherein boundary lines can be drawn on the borders of the carriageway and adjusted such that they are approximately the boundaries, disregarding minor width deficiencies. An example of this is shown in Figure 15.

In this example, the values in Table 9 can be referenced alongside the AADT to determine if the road is appropriate. In this example for a B-double, the carriageway width is insufficient so access would not be recommended.

Figure 14 – Aerial imagery of seal width on a 2-lane undivided carriageway

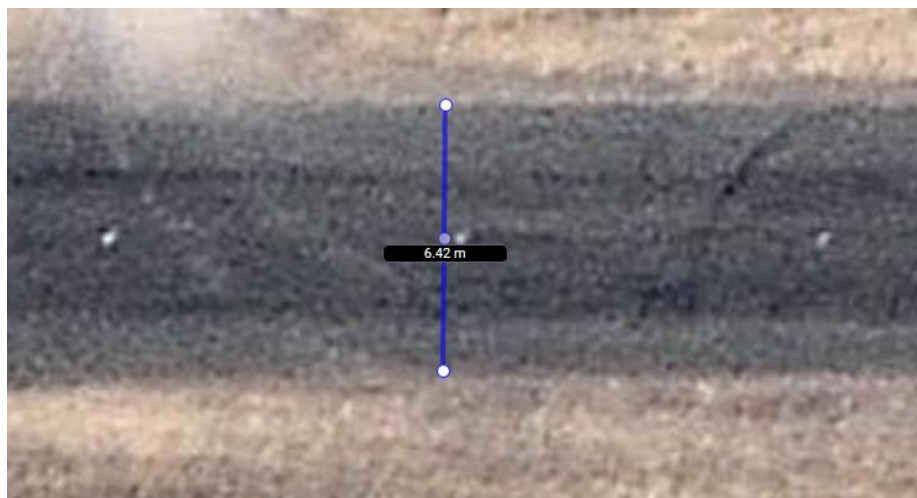
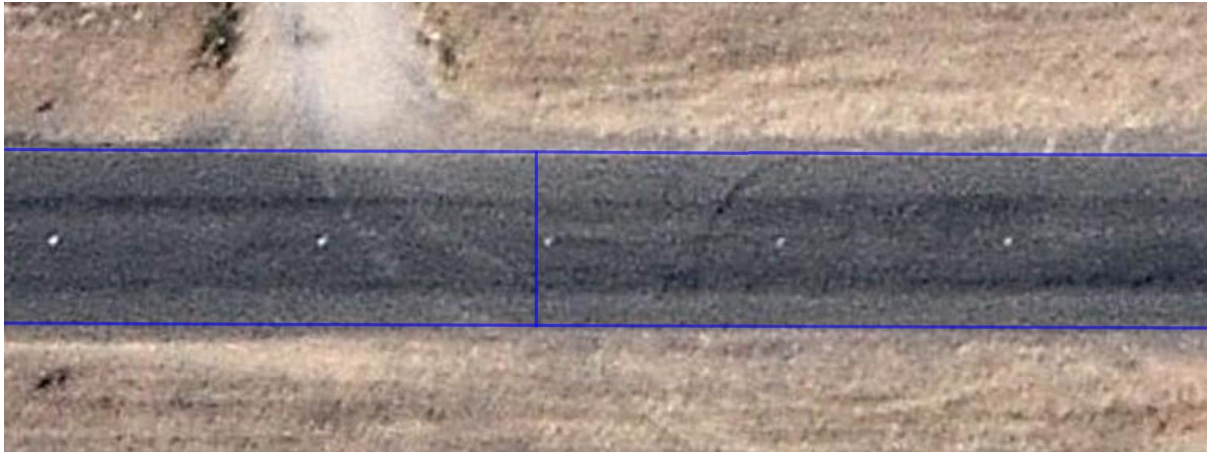


Figure 15 – boundary lines drawn on a straight section of road



Risk management

The following are example risk management strategies which may be considered for implementation.

- seek alternative routes
- obtain TASP performance from PBS approval (via NHVR)
- consider whether it is appropriate to make use of the sealed pavement outside of the road boundary lines
- consider the length of road which has a lane width deficiency – short sections may still be allowable for network continuity
- consider the AADT of the road – minor width deficiencies on very low AADT roads may still be allowable for network continuity
- require decoupling along certain sections of the route which have lane width deficiencies – splitting a B-double into two
- decline access.

5.2 Lane widths on curved sections of road

Heavy vehicles will require additional lane width when travelling along horizontal curves. This is due to the trailing units tracking either inwards or outwards for low-speed and high-speed travel respectively. This is in response to the curve's superelevation and the kinematics of the vehicle configurations. The same factors that affect the TASP performance of a heavy vehicle also affect the vehicle's tracking ability in curves.

Assessment

To determine the required lane width of a curve the required lane width along an equivalent straight section should first be determined using Table 4 or Table 9, after which, the curve widening widths shown in Table 10 should be added.

Table 10 - Curve widening per lane in metres (Source: TMR 2013)

| Curve radius (m) | B-doubles and PBS Level 2 vehicles | A-doubles, B-triples and PBS Level 3 vehicles | A-triples, AB-triples, quads and PBS Level 4 vehicles |
|------------------|--|---|---|
| 30 | Use of Austroads turning templates recommended | | |
| 40 | | | |
| 50 | | | |
| 60 | | | |
| 70 | 1.31 | | |
| 80 | 1.16 | 1.62 | |
| 90 | 1.03 | 1.44 | |
| 100 | 0.9 | 1.26 | 1.8 |
| 120 | 0.8 | 1.13 | 1.61 |
| 140 | 0.71 | 1 | 1.43 |
| 160 | 0.62 | 0.87 | 1.25 |
| 180 | 0.53 | 0.74 | 1.07 |
| 200 | 0.45 | 0.62 | 0.89 |
| 250 | 0.37 | 0.51 | 0.74 |
| 300 | 0.3 | 0.41 | 0.59 |
| 350 | 0.26 | 0.35 | 0.51 |
| 400 | 0.22 | 0.3 | 0.44 |
| 450 | No curve widening required | 0.27 | 0.39 |
| 500 | | 0.25 | 0.35 |
| 600 | | 0.21 | 0.3 |
| 700 | | | 0.25 |
| 800 | | | 0.22 |

Notes:

1. The Austroads turning templates only go up to 30 metres turning radius, but these may be conservatively used for larger radius turns.

In assessing the suitability of lane width in curves, the assessor should multiply the applicable value by the number of lanes, and round to the nearest 0.25 metres. The requirement for widening ceases when the widening is less than 0.25 metres, due to the practical limitations for widening a two-lane road, which is approximately 0.5 metres.

Much like lane widths on straight sections, minor curve width deficiencies should not necessarily prevent a route from being accepted for access. High-resolution satellite or aerial imagery can be used if lane width values are not known. Curve widths can also be physically measured, which should be done during the site inspection to confirm the accuracy of the measurements from satellite/aerial images.

Lane width is not required to be considered in assessments that only investigate whether the Class of a PBS route can be upgraded (e.g. PBS 2A to 2B). This is because the PBS tracking ability performance requirements do not differ between PBS classes.

Example assessment

When assessing a section of road along Mundy Road in Gisborne for B-double access, aerial imagery has been used to determine the minimum lane width along a curved section of the road, shown in Figure 16.

Figure 16 – Aerial imagery measurement of seal width on curved section of road



Next, using aerial imagery the radius of the turn can also be determined, as shown in Figure 17⁴.

⁴ This can be found through the use of a radius tool, such as with online tools (e.g. <https://www.calcmaps.com/map-radius/> or NearMap) or software such as Google Earth Pro

Figure 17 – Aerial imagery measurement of curve radius



Using Table 10, and noting that the section of road in question has two lanes, the required curve widening would be 2.0 metres for a B-double ($1.03 \times 2 \text{ lanes} = 2.06$ metres, rounded to 2.0 metres).

Then, using Table 6, and noting that this section of road has a 60 km/h speed limit, the minimum required width for a B-double operating at 60 km/h is 6.6 metres, plus an additional 2.0 metres for the curve widening, requires an 8.6-metre minimum seal width for Category A (6.6 straight lane width + 2.0 metres for curve widening) and 7.4-metre seal width for Category C (5.4 straight lane width + 2.0 metres for curve widening).

As the seal width is 6.9 metres which is lower than even the Category C limit, access should be declined on this section of road.

Risk management

The following are example risk management strategies which may be considered for implementation.

- specify an alternative route which avoids the problematic sections of road
- engage a subject matter expert to determine the subject vehicle's performance during this turn, taking into account the effect of superelevation and vehicle dynamics
- consider whether it is appropriate to make use of the sealed pavement outside of the road boundary lines

- consider the length of road which has a lane width deficiency – short sections may still be allowable for network continuity
- consider the AADT of the road – minor width deficiencies on very low AADT roads may still be allowable for network continuity
- require decoupling along certain sections of the route which have lane width deficiencies
- decline access.

5.3 Lane widths on bridges

Along a given route, it is typically the bridge widths which present the narrowest sections. In order to minimise the risk of collisions between vehicles and bridge features it is important that bridges have enough lane width to provide sufficient lateral clearance between two opposing vehicles, as well as appropriate clearance to the edges of the bridge.

Assessment

The minimum bridge shoulder and carriageway widths are shown in Table 23 in Appendix A. In certain cases, the widths shown may not allow a heavy vehicle and either a passenger vehicle, or another heavy vehicle, to pass safely when travelling at highway speeds. This can be tolerated however as it is expected that all road users will slow to an appropriate speed in these situations.

The appropriate carriageway widths listed for the ‘two lane’ configuration should be added to determine the appropriate widths for multi-lane bridges. If a bridge includes a bike path or is in a built-up area, additional shoulder width is required to allow adequate cyclist access and allowance for pedestrian facilities.

Similar to lane width requirements, minor deficiencies in bridge width requirements should not prohibit a route from being approved for access. High-resolution satellite/aerial imagery can be used, however for the most accurate details bridge width details should be found using the VicRoads’ Road Asset System (RAS) database through vMAP. The data also includes information on AADT values.

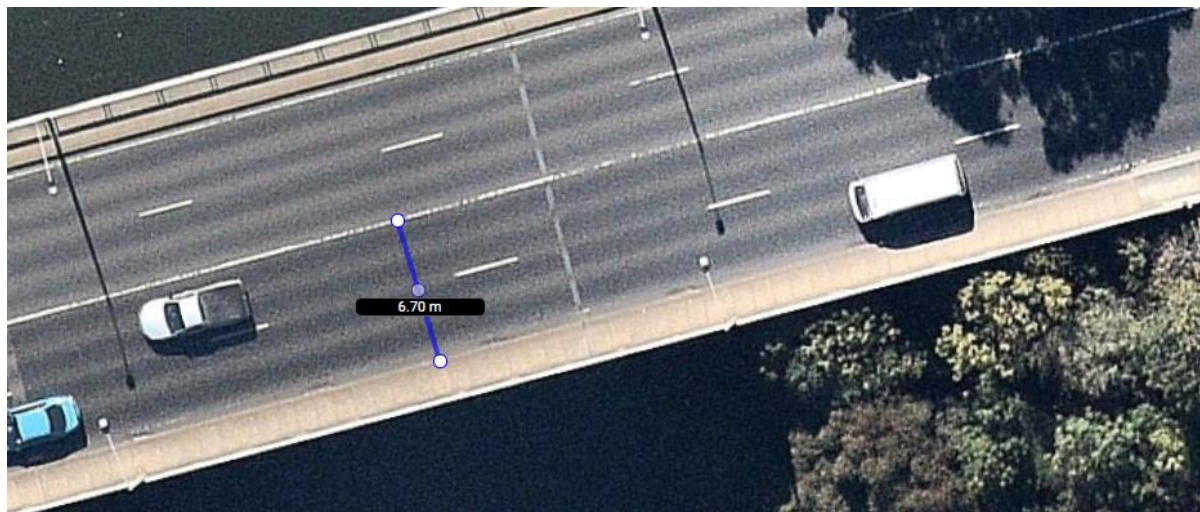
In cases where the Class of a PBS route is being assessed for an upgrade (e.g. PBS 2A to 2B), bridge width requirements are not required to be considered. This is because the PBS tracking ability performance requirements do not differ between PBS classes.

Example assessment

When assessing a section of road along the Canning Street bridge across the Mari-byrnong river for B-double access, aerial imagery has been used to determine the

minimum seal width on the bridge, shown in Figure 13. Using Table 6, and noting that the subject vehicle is a B-double operating on a 60 km/h section of road, the Category A requirement is 6.5 metres due to no cyclists on this road. As the measured seal width is above 6.5 metres, this consideration would meet the Category A requirement in this instance.

Figure 18 – Aerial imagery measurement of seal width on a 2-lane undivided carriageway



Risk management

The following are example risk management strategies which may be considered for implementation.

- obtain TASP performance from PBS approval (via NHVR) if available
- decline access.

5.4 Overtaking provision

It is important to consider overtaking provision to ensure that road users have sufficient opportunities to safely overtake heavy vehicles. If other road users cannot overtake slower moving heavy vehicles, they may create an unsafe speed differential or encourage unsafe overtaking manoeuvres.

On undivided roads, opportunities for drivers to overtake heavy vehicles are governed by factors such as the vehicle speeds, overtaking sight distances, traffic volumes, traffic composition and horizontal and/or vertical road alignment.

Assessment

When considering overtaking opportunities, the values shown in Table 24 in Appendix A can be used for determining acceptable maximum and average distances between overtaking opportunities.

In assessing this consideration, assessors can undertake a desktop assessment and measure the distance between overtaking opportunities using satellite/aerial imagery.

Additional consideration should also be given to the seasonal variation in traffic composition when applying AADT values. If the road or highway does not meet the above criteria, consideration should be given to:

- whether the volume and composition of traffic can tolerate the lack of overtaking opportunities
- whether a travel time restriction or seasonal restriction is appropriate.

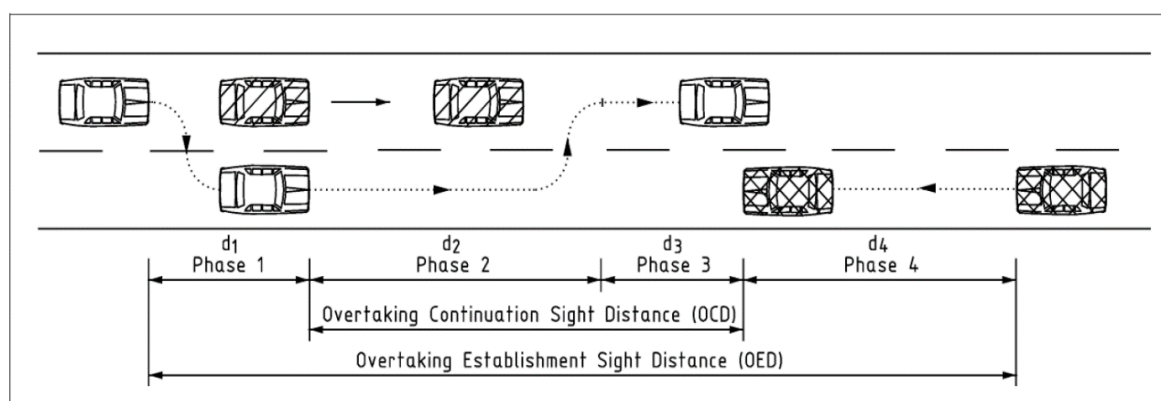
In cases when there are no dedicated overtaking opportunities, consideration should then be given to whether or not vehicles can safely perform overtaking manoeuvres. Assessment of this involves physically measuring the overtaking sight distances and comparing these distances against numerical minimum requirements.

Overtaking sight distance consists of both:

- establishment distance – the length of clear visibility ahead in which drivers can establish that an overtaking opportunity exists and can commence overtaking
- continuation distance – the length of clear visibility in which drivers can complete the overtaking manoeuvre or abandon the manoeuvre if necessary.

Further explanation is provided by Austroads (2016), which describes the four phases of an overtaking model; this is shown in Figure 19. An overtaking manoeuvre begins when the overtaking vehicle leaves its position in the left lane and crosses the road centreline (i.e. the start of Phase 1). Phase 2 ends when the vehicle again crosses the centreline and returns to its lane. Phases 3 and 4 relate to the movement of a vehicle in the opposing lane. Establishment sight distance comprises all four Phases, and continuation sight distance comprises Phases 2 and 3.

Figure 19 - Four phases of an overtaking manoeuvre (Source: Austroads 2016)



Minimum establishment and continuation sight distances are shown in Table 25 and Table 26 of Appendix A.

Given the relatively low eye height of most car drivers, it is expected that distances over 1,000 metres would not be accurately gauged. Therefore, sight distance values above 1,000 metres can be regarded as met when the actual sight distance exceeds 1,000 metres.

In addition, some drivers may momentarily exceed the speed limit by an even greater amount than what is assumed, which means that further relaxation of the sight distance requirements may be appropriate.

Sight distance is only assessable via a physical site visit. Assessors should drive the route in both directions, noting overtaking opportunities, and measuring the available sight distances via the vehicle's trip computer, or other suitable means.

Example assessment

While assessing a route, it has been determined that no dedicated overtaking opportunities exist in the required section of road. As such, an investigation must be completed into whether safe overtaking into the oncoming lane is possible. The subject vehicle is a 26 metre B-double operating on an 80 km/h section of road.

Using Google Street View, the sight distance has been estimated using landmarks. In this case, the landmark being used is the number of telephone poles. From the viewpoint at the intersection, the road is visible up to at least eight telephone poles away.

This is shown in Figure 20.

Figure 20 – Google street view image using telephone poles as landmarks



After which, the sight distance can be measured using aerial/satellite imagery and counting the number of telephone poles. This is shown in Figure 21. The telephone poles have been highlighted with a red circle on the figure.

Figure 21 – Aerial imagery measurement of sight distance using telephone poles as landmarks



While measuring the distance, the grade should also be measured, in this case the average grade is relatively smooth however a maximum slope of roughly 9.5 per cent does exist over the period. This is shown in Figure 22⁵.

⁵ Grade information can be found via aerial imagery websites (e.g. <https://www.nearmap.com.au/>) or software such as Google Earth Pro (<https://support.google.com/earth/answer/148134?hl=en>)

Figure 22 – Grade profile along a section of road



Then using Table 25, the minimum establishment sight distance can be compared against the available sight distance. In this scenario, the available sight distance is 821 metres. This would meet the Category B requirement in this case. This would be appropriate for a vehicle-specific permit however would need risk management considerations if expanding one of the heavy vehicle networks.

It should be noted that in some cases, no appropriate landmarks exist, or the image quality is too poor to clearly discern landmarks, making use of Google street view imagery difficult or not possible. In these cases, the assessor should request more accurate sight distance measurements be provided. This can also be done when the initial desktop assessment suggests insufficient sight distance, as the sight distance measured using the desktop approach may not be accurate.

Risk management

The following are example risk management strategies which may be considered for implementation.

- impose travel time restrictions to not allow access during peak times – this will reduce the risk of collisions with oncoming vehicles
- consider the AADT of the route – insufficient sight distance may still be appropriate on low AADT routes
- seek alternative routes – including small detours to allow other vehicles to overtake
- conduct a field demonstration to determine whether safe overtaking provision is possible
- for larger combinations require decoupling along certain sections of the route to reduce overall length and make overtaking easier
- decline access.

5.5 Signalised intersections – clearance times

The timing of traffic signals should be assessed to ensure that the green and inter-green phases allow heavy vehicles to safely clear an intersection, even from rest. If

insufficient clearance time is available, there may be an increase in safety risks, as vehicles may still be completing either turning or through manoeuvres at the start of the green phase of an opposing traffic stream.

In densely populated areas, an extendable inter-green time based on the detection of large vehicles approaching the intersection may be possible without heavily affecting intersection performance. However, consultation with the VicRoads Signal team will be required.

Assessment

The minimum green time and intergreen time in a green phase should be sufficient for vehicles in each road class to clear an intersection from a stationary position at the stop line. The requirements for the minimum green plus intergreen times shown in Table 11 for level grades. Additional time should be given should be made for grades and/or turning movements as required.

Table 11 - Minimum intersection clearance times (Source: adapted from NTC, 2007)

| Intersection width (m) | Risk management | Minimum green plus intergreen time (s) | | | |
|------------------------|-----------------|--|-------------------------------------|--|--------------|
| | | B-double, PBS Level 2A | A-double, B-triple PBS Level 2B, 3A | A-triples, AB-triples, quads, PBS Level 3B, 4A | PBS Level 4B |
| 20 | Category A | 15.5 | 18.5 | 25.5 | 27.0 |
| | Category B | 15.0 | 18.0 | 25.0 | 26.5 |
| | Category C | 14.5 | 17.5 | 24.5 | 26.0 |
| 25 | Category A | 16.5 | 19.5 | 26.5 | 28.0 |
| | Category B | 16.0 | 19.0 | 26.0 | 27.5 |
| | Category C | 15.5 | 18.5 | 25.5 | 27.0 |
| 30 | Category A | 17.0 | 20.0 | 28.0 | 29.0 |
| | Category B | 16.5 | 19.5 | 27.5 | 28.5 |
| | Category C | 16.0 | 19.0 | 27.0 | 28.0 |

Notes:

1. Category A was taken as the NTC values with an additional 0.5 seconds of reaction time
2. Category B was taken as the NTC values
3. Category C was taken at the NTC values with minimal reaction time

Risk management

The following are example risk management strategies which may be considered for implementation.

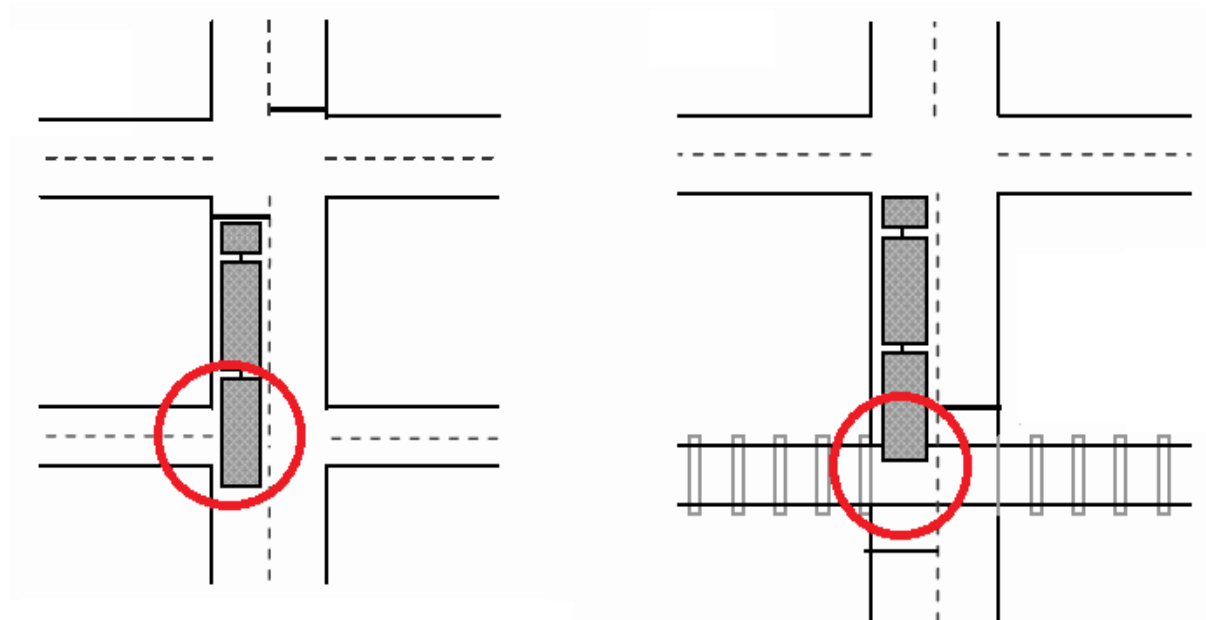
- conduct field demonstration to determine whether safe passage through the intersection is possible
- consider the effects of grade and whether it would allow faster passage through the intersection
- for larger combinations require decoupling along certain sections of the route to reduce overall length and make overtaking easier
- increase the green plus intergreen time of the signalised intersection to allow the vehicle more time to pass through the intersection – requires consultation with the Signals team.
- decline access.

5.6 Stacking distance

Stacking distance refers to the space available for vehicles to stop at intersections and level crossings. Inadequate stacking distance between intersections and other traffic features can increase safety risks, as vehicles could protrude into the path of oncoming vehicles or trains.

Figure 23 shows examples of inadequate approach stacking distance at an intersection, and inadequate departure stacking distance at a railway crossing.

Figure 23 - Examples of inadequate approach and departure stacking distances (Source: adapted from TMR, 2013)



Assessment

Both the 'approach' and 'departure' stacking distances are required to be assessed. Stacking distance can be easily assessed as part of a desktop study using high-quality

satellite or aerial imagery. Stacking distance can also be measured through a field test. When using either a desktop or field study, the stacking distance should be measured from the marked give-way or stop line, to the outer edge of the shoulder of the through lane, or the edge of the rail line for level crossings.

If there is no marked line, the stopping position can be assessed by measuring from the edge of the outer shoulder of the through road, or from the edge of the rail line for level crossings.

When assessing level crossings for vehicles greater than 26-metres in length, the PBS Level 2B network should be first used as a screening tool for adequate stacking distance. If the level crossing is not on the PBS Level 2B network, and/or the PBS Level 2B network does not apply to the vehicle being assessed then the minimum stacking distances described in Table 12 should be applied.

The minimum stacking distance provided should be the length of the vehicle, plus a suitable margin. Diagrams outlining the application of the minimum stacking distance requirement are shown in Figure 24.

It should be noted that all combinations over 26-metres in length seeking access to rail crossing will require a separate permit from the Over Dimension Load Team.

Figure 24 – Approach and departure stacking distance (Source: NTC, 2007)

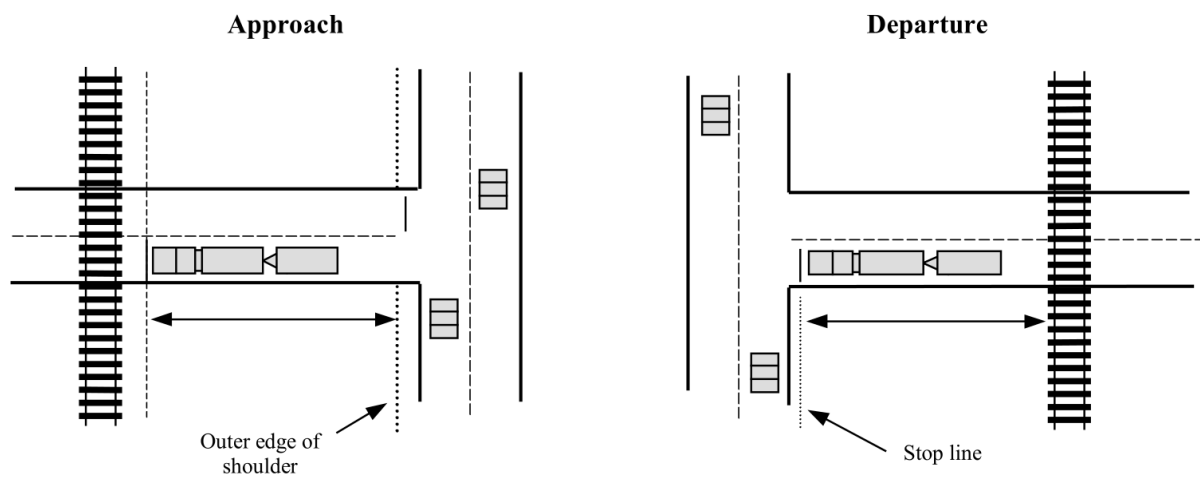


Table 12 - Minimum stacking distances (Source: adapted from NTC, 2007)

| Vehicle type | Risk management | Minimum stacking distance (m) |
|--|-----------------|-------------------------------|
| B-double, PBS Level 2A | Category A | 29.5 |
| | Category B | 28.5 |
| | Category C | 27.5 |
| PBS Level 2B | Category A | 33.5 |
| | Category B | 32.5 |
| | Category C | 31.5 |
| A-double, B-triple, PBS Level 3A | Category A | 40.0 |
| | Category B | 39.0 |
| | Category C | 38.0 |
| PBS Level 3B | Category A | 45.5 |
| | Category B | 44.5 |
| | Category C | 43.5 |
| A-triple, AB-triple, quad combinations PBS Level 4A | Category A | 57.0 |
| | Category B | 56.0 |
| | Category C | 55.0 |
| PBS Level 4B | Category A | 63.5 |
| | Category B | 62.5 |
| | Category C | 61.5 |

Notes:

1. Category A was taken from the NTC guidelines, recommending overall vehicle length + 3.5 metres
2. Category B was taken as overall vehicle length + 2.5 metres
3. Category C was taken as overall vehicle length + 1.5 metres

Assessors should use their best judgement to determine whether a greater stacking distances or margins are appropriate taking into account the expected traffic volumes and any impacts on traffic flow.

Risk management

The following are example risk management strategies which may be considered for implementation.

- seek alternative routes
- conduct field demonstrations to determine whether stacking distance is sufficient
- consider the AADT of the route being assessed, in low AADT scenarios the effect of excessive stacking distance may be minimal on other road users
- decline access.

5.7 Railway crossings – warning times

The warning time is the time from when the warning signal starts to the start of the descent of the boom gate. It should be sufficient to allow the vehicle to pass through the railway crossing without striking the gate, if starting from rest at the stop bar.

Assessment

The minimum values used in Table 13 can be used as an assessment tool for warning times of railway crossings. Again, the overall length of the vehicles must be taken into account, particularly when assessing whether the Class of a PBS route can be upgraded (e.g. PBS 2A to 2B), as Class B vehicles are longer than Class A vehicles.

Warning time should be increased as required, however assessors should consider a number of other factors, as stated below.

Although a vehicle starting from rest is the ‘worst-case’ in terms of acceleration time, it may be a rare occurrence. Hence, assessors should consider:

- the likely vehicle speeds
- any downhill and uphill grades at the signals
- phase times and size/brightness of any signal lanterns
- the vertical geometry that may prevent visibility of the intersection
- the possibility of the sun affecting visibility of the signals
- any vegetation that may obscure the signals.

Consideration should also be given to the ride quality of the railway level crossing and the potential effects on load stability or vehicle dynamics if the ride quality is low.

Table 13 - Railway crossing minimum warning times (Source: adapted from NTC, 2007)

| Risk management | Minimum warning time (s) | | | |
|-----------------|--------------------------|--------------------------------------|--|--------------|
| | B-double, PBS Level 2A | A-double, B-triple, PBS Level 2B, 3A | A-triple, AB-triple, quads, PBS Level 3B, 4A | PBS Level 4B |
| Category A | 11.5 | 14.5 | 21.5 | 22.5 |
| Category B | 11.0 | 14.0 | 21.0 | 22.0 |
| Category C | 10.5 | 13.5 | 20.5 | 21.5 |

Notes:

1. Category A was taken as the NTC values with an additional 0.5 seconds of reaction time
2. Category B was taken as the NTC values
3. Category C was taken as the NTC values with minimal allowance for reaction time

Risk management

It should be noted that all combinations over 26-metres in length seeking access to rail crossing will require a separate permit from the Over Dimension Load Team

which will also consider warning times. However, the following are example risk management strategies which may be considered for implementation.

- conduct field demonstration to determine whether safe passage through rail-way crossing is possible
- engage with the rail authority to increase rail warning times at a specific crossing
- engage with the rail authority to coordinate rail crossings – this can be particularly effective in rural areas where train movements can be infrequent
- decline access.

5.8 Acceleration lane lengths onto main roads and highways

Consideration of the length of entry lanes for main roads and highways is required to ensure that heavy vehicles do not cause hazards due to the difference between their speed and the adjacent traffic speed.

In general, it is expected that heavy vehicles should be able to achieve 70 per cent of the through road traffic speed at the merge point if on a main road or a highway with a moderate to high traffic volume (TMR, 2017).

Assessment

The minimum acceleration lane lengths are shown in Table 14. Missing values indicate that it is not possible for a vehicle to accelerate from rest up to the required speed within 2,000 metres. The acceleration lane lengths refer to scenarios where the through road is a main road or highway, with moderate to high traffic. Acceleration lane lengths can be relaxed in scenarios where traffic volume is lower, or the through road is not a main road.

Table 14 Minimum acceleration lane length (metres) (Source: adapted from NTC, 2007 and MRWA, 2017)

| Heavy vehicle type | Risk management | Average grade of the acceleration lane (per cent) | | | | | |
|---|-----------------|---|-------|-------|-------|--------|----|
| | | Downhill | | | Level | Uphill | |
| | | 4% | 2% | 1% | 0% | 1% | 2% |
| Through road speed limit = 80 km/h (i.e. heavy vehicle entry speed = 56 km/h) | | | | | | | |
| B-double, Level 2 PBS vehicle | Category A | 210 | 330 | 450 | 650 | 1,590 | - |
| | Category B | 200 | 300 | 400 | 580 | 1,340 | - |
| | Category C | 190 | 270 | 350 | 510 | 1,090 | - |
| A-double, B-triple, Level 3 PBS vehicle | Category A | 240 | 380 | 550 | 730 | - | - |
| | Category B | 220 | 330 | 460 | 650 | - | - |
| | Category C | 200 | 280 | 370 | 570 | 1,500 | - |
| A-triples, AB-triples, quads, Level 4 PBS vehicle up to 120 tonnes | Category A | 270 | 470 | 770 | 950 | - | - |
| | Category B | 250 | 400 | 620 | 870 | - | - |
| | Category C | 220 | 330 | 460 | 790 | - | - |
| Through road speed limit = 110 km/h (i.e. heavy vehicle entry speed = 77 km/h) | | | | | | | |
| B-double, Level 2 PBS vehicle | Category A | 470 | 800 | 1,220 | 1,800 | - | - |
| | Category B | 440 | 720 | 1,070 | 1,710 | - | - |
| | Category C | 410 | 630 | 910 | 1,620 | - | - |
| A-double, B-triple, Level 3 PBS vehicle | Category A | 510 | 910 | 1,510 | - | - | - |
| | Category B | 470 | 790 | 1,240 | 2,000 | - | - |
| | Category C | 420 | 670 | 970 | 1,870 | - | - |
| A-triples, AB-triples, quads, Level 4 PBS vehicle up to 120 tonnes | Category A | 570 | 1,100 | - | - | - | - |
| | Category B | 520 | 930 | 2,000 | - | - | - |
| | Category C | 470 | 760 | 1,180 | - | - | - |

Notes:

1. Category A was taken as the MRWA values, which are more conservative than the NTC values
2. Category B was taken as the average of category A and C, or 2,000 if no value exists for category A but a value exists for category C
3. Category C was taken as the NTC values, which are least conservative.

Acceleration lane length can be assessed as part of a desktop study using high-quality satellite/aerial imagery or it can be measured in a field study.

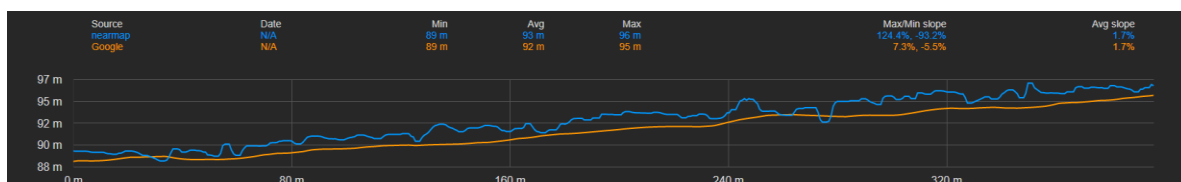
Example assessment

When assessing an acceleration lane onto the Calder Freeway from Sunshine Avenue for B-double access, aerial imagery has been used to determine the acceleration lane length, shown in Figure 25. In addition, the average grade along this section of road is 1.7 per cent, shown in Figure 26. Using Table 14, and noting that the subject vehicle is a B-double entering a 110 km/h section of road at 1.7 per cent grade (rounded up to 2 per cent), access would not be granted for entrance onto the main road utilising this acceleration lane.

Figure 25 – Aerial imagery measurement of acceleration lane length



Figure 26 – Grade profile along the acceleration lane (Source: NearMap)



Risk management

The following are example risk management strategies which may be considered for implementation.

- seek alternative routes – this can include entering on the main road or highway at a different point when a longer acceleration lane is available
- conduct field trials to determine whether sufficient acceleration is possible
- engage subject matter expert to determine whether sufficient acceleration is possible
- decline access.

5.9 Sight distance

Sight distance is defined as the distance, measured along the lane, in which there is visibility between a driver and an object or between two drivers in their lane of travel. Sufficient sight distance is required at intersections to ensure that drivers of heavy vehicles have enough distance available to stop if required. Two separate sight distance parameters require assessor consideration, Approach Sight Distance (ASD) and Safe Intersection Sight Distance (SISD).

ASD refers to the minimum distance to ensure that drivers are aware of the presence of an oncoming intersection. It is required at all minor road approaches to intersections. SISD refers to the minimum distance to ensure that a driver can stop before colliding with an object that may be present on the road within the intersection. It should be available on both approaches of the major road at all intersections.

Figure 27 - Approach sight distance at an intersection (Source: Austroads 2009)

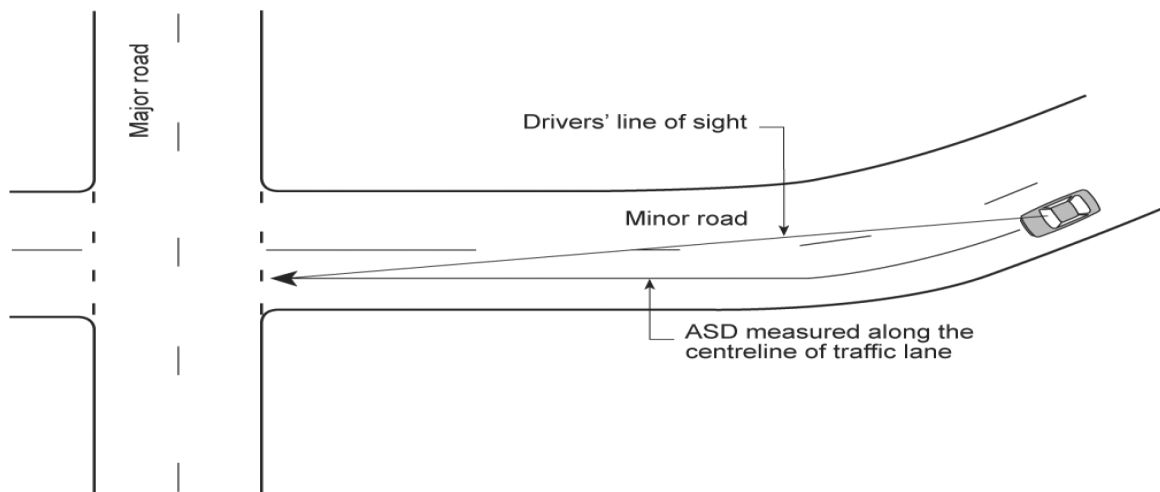
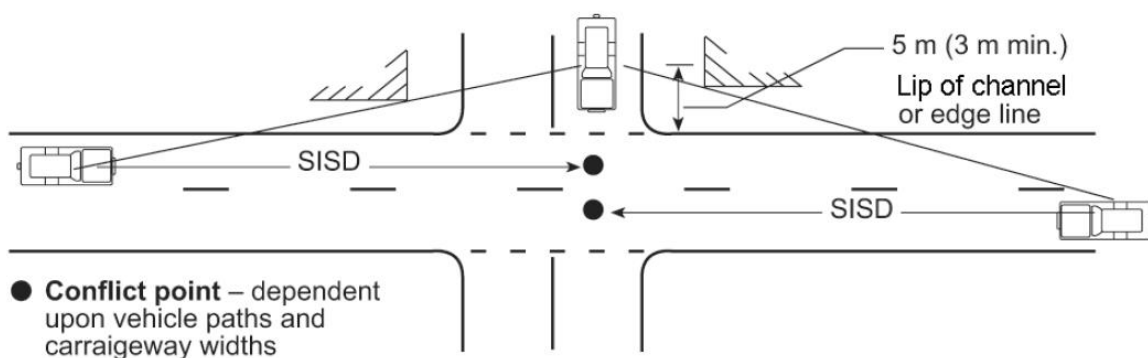


Figure 28 - Safe intersection sight distance (Source: Austroads 2009)



Assessment

When assessing sight distance, the assessor should ensure that a physical inspection of the route has been undertaken. If only assessing sight distance via satellite or aerial imagery, obstructions that would impede sight distance could be overlooked.

The recommended minimum ASDs and SISDs are shown in Table 27 to Table 32 in Appendix A.

The measured ASDs and SISDs should be rounded to the nearest 5 metres. If either ASD or SISD cannot be achieved, the intersection should either be supplemented with appropriately-designed controls, such as signage, pavement markings and signals, or not approved for increased access.

As with ASD and SISD, sight distance at rail crossings should not be measured from satellite imagery, unless a physical inspection has already determined the location and nature of obstructions to vision.

When a heavy vehicle is approaching a passive rail crossing, the driver must have sufficient distance to stop at the holding line or pass through the railway crossing without substantially altering their travelling speed. The braking performance and increased length of varying classes of heavy vehicles should be taken into consideration.

Example assessment

The same method that has been used when determining overtaking provision can be used when assessing sight distance.

Risk management

The following are example risk management strategies which may be considered for implementation.

- conduct field trials to determine whether braking time is sufficient⁶
- consider the mass of the vehicle – reducing the mass of the vehicle can significantly improve the braking performance and allow for a shorter braking time (reduced sight distance required). Engaging a subject matter expert can allow for this performance to be determined
- decline access.

⁶ This will involve performing a braking test of the combination in a controlled environment to determine whether the vehicle can reduce its speed in a sufficient time. This may involve temporarily closing the area in question, or performing the test in an area with an equivalent speed and grade.

5.10 Swept path

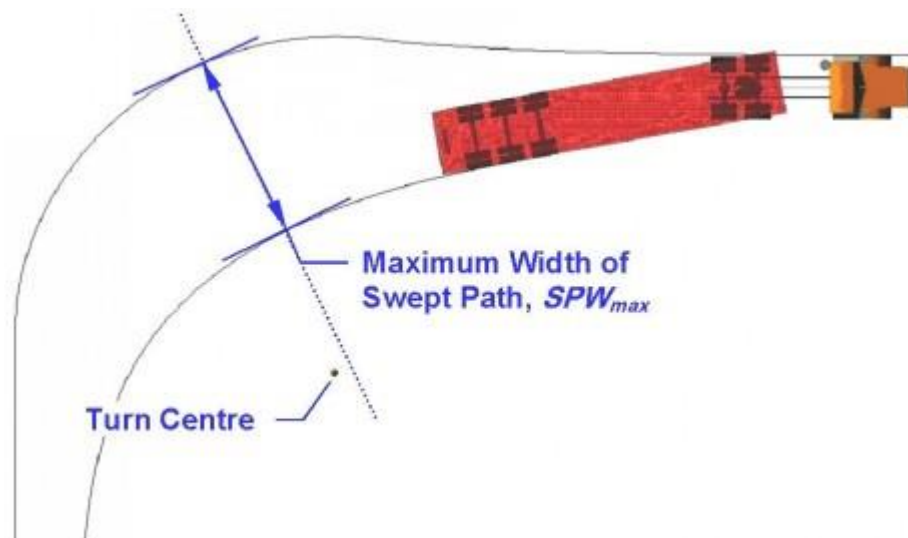
Turns and intersections should be assessed to ensure that they can safely accommodate the swept path of turning vehicles. As a vehicle performs a turning manoeuvre at low speed the rear of the vehicle passes closer to the inside of the turn than the front of the vehicle. The assessment of swept path should determine whether there is sufficient clear area for the required category of vehicle.

Assessment

When assessing access to a general access urban road or PBS Level 1 road swept path should be considered for all vehicles with a swept path greater or equal than 7.4 metres, typically this means all B-double/PBS Level 2 vehicles and greater. If a combination has a swept path greater than 8.7 metres and is seeking access to the B-double network, swept path is also required to be considered.

Figure 29 shows an articulated vehicle making a 90-degree turn. The swept path is the maximum width of the swept path, while the swept path envelope is the total horizontal area taken up by the turning vehicle.

Figure 29 – Swept path envelope



When considering swept path, an assessor should first perform a check of the route via satellite/aerial imagery. The assessor should examine all turns and determine if there are any points where the vehicle may not be able to turn safely or comply with road rules.

Turns and intersections with standard geometry (i.e. 60, 90, or 180 degree turns) should be assessed using the Austroads turning path templates (Austroads, 2013). The process for use of the templates is detailed in the Austroads guide and not repeated

here⁷. Based on research completed by SMEC (2016), the recommended applications of the templated vehicles are as follows:

- the 26-metre B-double template can be used to assess the suitability of routes for B-doubles and PBS Level 2 vehicles
- the 36.2-metre A-double and 35.4-metre B-triple templates can be used to assess the suitability of routes for A-doubles, B-triples, AB-triples, and PBS Level 3 vehicles
- the 53.4-metre A-triple template can be used to assess the suitability of routes for A-triples, AAB-quads, and PBS Level 4 vehicles.

Where the geometry of the intersection or turning manoeuvre is irregular, or the intersection is a roundabout, computer simulation should be used to determine if the vehicle can safely perform the manoeuvre.

Alternatively, the assessor can request that the customer seeking access for a specific route provide swept path overlays for all turns which may pose a risk for swept path.

The following requirements should be adhered to in the consideration of templates, simulation results, swept path overlays, and the general suitability of turning manoeuvres:

- the wheel paths of the rear trailer of the combination should not make contact with the face of any kerb or the outer edge of any shoulder
- the overhang path should not impede on a nearby roadside object
- certain vehicles may make use of multiple lanes when performing turning manoeuvres, however they should not encroach into an oncoming lane when turning
- stationary objects, such as parked cars, should be considered even when they may not be shown explicitly in the swept path overlay

The Austroads turning templates and simulated swept path vehicles are representative of the swept path performance of the majority of similar vehicles within the fleet, but may not be indicative of the absolute worst case. Conversely, the actual swept path achieved by drivers in on-road scenarios may be substantially better than predicted by the templates or computer programs. Assessors should rely on common sense and sound judgement guided by technical expertise, local knowledge, or prior experience.

⁷ See Austroads Design Vehicles and turning Path Template Guide – Section 4 Using the Templates

If the assessor remains uncertain after both a swept path overlay and a simulation assessment has been completed, field demonstration can be particularly useful as a means of assessing swept path performance, but must be carefully managed.

Turning manoeuvres are not required to be considered in assessments that only investigate whether the Class of a PBS route can be upgraded (e.g. PBS 2A to 2B). This is due to the swept path performance requirements not differing between PBS classes.

Additional guidance for left and right turns, rural areas, and negotiating roundabouts are shown below, however, ultimately all manoeuvres should comply with the Victorian Road Safety Road Rules.

Left turns

Left turns onto or from arterial roads are permitted provided the turns can be executed without having a significant adverse effect on the traffic flow, considering the speed environment, sight distance, traffic volume and composition. When making left turns the vehicle must not cross into the path of oncoming traffic (encroachment over the centreline may be acceptable where traffic volumes are very low).

An example swept path overlay for an A-double is shown in Figure 30. Note that the vehicle does not encroach into oncoming lanes or significantly block the flow of traffic.

Figure 30 – A-double left turn swept path overlay



Right turns

The following factors should be considered when assessing the suitability of right turns along a proposed route:

- road width and number of lanes being crossed
- approach vehicle speed
- traffic composition and volume
- existence of right turn lanes
- proximity of nearby traffic signals.

Right turns from arterial roads should generally be limited to intersections and junctions controlled by traffic signals with exclusive right turn phases because of the additional time required for heavy vehicles to execute the turn and the larger gap required for oncoming traffic.

Right turns from arterial roads not controlled by traffic signals may be considered where traffic volumes are low or at locations provided with right lanes with a storage

capacity appropriate to accommodate the anticipated length of the vehicle, in addition to normally expected queue lengths from other vehicles.

It is preferable that right turns onto arterial roads are performed at intersections and junctions which are controlled by traffic signals.

An example of an acceptable swept path for a right turn is shown in Figure 31. Note that the vehicle uses a dedicated turning lane and turns at a signalised intersection.

Figure 31 – A-double right turn swept path overlay



Rural Areas

It is desirable that right turns onto or from arterial roads be made from appropriate turning lanes, including adequate provision for acceleration and deceleration.

Roundabouts

A heavy vehicle may encroach on the roundabout central island only if specially constructed encroachment areas are available. Mountable aprons on splitter and central islands in roundabouts can be very useful in accommodating heavy vehicle manoeuvres while still providing control of other vehicles. Pedestrian and cyclist needs should also be considered.

Carriageway widths need to be developed through consideration of the number of lanes needed for overall traffic and swept path analysis for heavy vehicles. Normal roundabout design practice allows heavy vehicles to encroach onto adjacent lanes. Otherwise, the resulting lane widths required to completely contain heavy vehicles are excessive, therefore encouraging high speeds for other vehicles using the roundabout. Designs should be checked to ensure that any widening to accommodate heavy vehicles does not permit other vehicles to exceed safe design speeds through the roundabout. Computer-generated swept paths should be used to check the adequacy of roundabout island and outer kerb diameters.

In addition, when assessing swept path in roundabouts, the following should also be considered:

- Obstructing street furniture including signage, concrete barriers
- Entering angles which may allow straight through passage or make manoeuvring more difficult

An example of an acceptable swept path for a right turn is shown in Figure 32. Note that the vehicle does not encroach outside the lane widths or significantly impede traffic flow through the intersection.

Figure 32 - A-double roundabout swept path overlay



5.11 Overhead clearance

Heavy vehicles, particularly those with high loads, are more likely to strike overhead objects or structures. Assessors should confirm that safe overhead clearances are available along the entire length of the proposed route. Safe overhead clearance refers to the minimum distance above the vehicle, but below any overhead obstructions.

Assessment

When considering safe overhead clearance of rigid obstructions (e.g. bridges, overpasses and signs) the values in Table 15 can be used. If clearance is being considered for non-rigid overhead obstructions such as wires or trees, an additional 100 mm of clearance should be added.

Table 15 - Minimum overhead clearance

| Risk management | Overhead clearance (mm) |
|------------------------|--------------------------------|
| Category A | 200 |
| Category B | 100 |
| Category C | <100 |

Notes:

1. Category A was taken from current VicRoads practise
2. Category B was taken from the Austroads limit
3. Category C is reliant on a physical measurement of the vehicle (and load) and the structure/asset in question.

In cases when no data is available, assessors should perform a physical inspection of the route, noting any potential structures and acquiring physical measurements of overhead clearance.

When combinations over 26 metres in length, or over 4.3 metres in height cross a rail line, a separate permit will be required from the Over Dimension Load Team, which will consider overhead structures above rail crossings (power lines, etc).

5.12 Off-road parking

All heavy vehicles should have adequate off-road parking facilities at sufficient spacing to allow drivers to rest and reduce driver fatigue. This is especially important in remote areas.

Types of off-road parking facilities include:

- service stations, roadhouses or other commercial establishments with provisions for public truck parking
- signed parking bays, truck bays or rest areas
- designated road train assembly areas.

Depending on the frequency of heavy vehicles using the parking facilities, the requirement for other facilities such as rubbish bins, tables, chairs and toilets should be considered. Assessors should also consider the need for multiple parking bays for heavy vehicles, as guided by expected traffic volumes.

Assessment

In any one direction of travel, the desirable maximum distance between off-road parking facilities is:

- 80 km (rural areas)
- 120 km (remote areas).

(Source: TMR, 2013)

When assessing for off-road parking, the current rest area database should be first checked to see if there are already recognised rest areas. If there are insufficient rest areas, for the distance of travel, additional off-road parking locations can be investigated. To determine if an off-road parking location is suitable, the recommended values in Table 16 should be used.

Table 16 - Clearance of parked vehicles from pavement edge (Source: adapted from NTC, 2007)

| Adjacent road speed limit (km/h) | Risk management | Clearance (m) |
|----------------------------------|-----------------|---------------|
| 60 | Category A | 6.6 |
| | Category B | 5.8 |
| | Category C | 5.0 |
| 70 | Category A | 7.3 |
| | Category B | 6.5 |
| | Category C | 5.7 |
| 80 | Category A | 7.8 |
| | Category B | 7.0 |
| | Category C | 6.2 |
| 90 | Category A | 9.2 |
| | Category B | 8.4 |
| | Category C | 7.6 |
| 100 | Category A | 10.4 |
| | Category B | 9.6 |
| | Category C | 8.8 |
| 110 | Category A | 12.6 |
| | Category B | 11.8 |
| | Category C | 11.0 |

Notes:

1. Category A was taken as Category C plus an additional 1.6 metres to cover parking vehicles on curves
2. Category B was taken as the average of Category A and C
3. Category C was taken from NTC Table 18.

Example assessment

When assessing a section of the Calder Freeway the applicant proposed that the following section of road be used a rest area, see Figure 33. This section of road is part of a 100 km/h zone. Using Table 16, this would meet the Category C requirement. However, this may still be acceptable due to the rest area being on a straight section of road, which mitigates the safety risk.

Figure 33 – Aerial imagery measurement of off-road parking clearance



Risk management

The following are example risk management strategies which may be considered for implementation:

- do not allow parking on curves
- modify the route to include appropriate off-road parking locations

5.13 Grade and route topography

Vertical geometry is a key design consideration in the planning and development of all road projects. Vehicles must be capable of maintaining acceptable speeds while travelling on ascending grades, especially when they are loaded to their maximum gross mass. The speed of heavy vehicles ascending long, steep grades can be reduced to levels that initiate unsafe driving behaviour in vehicles being forced to slow down behind the heavy vehicle. In some cases, the drivers of such vehicles may become frustrated and attempt unsafe overtaking manoeuvres. A forced speed reduction to 40 km/h is the threshold at which point drivers may seek to overtake a slower vehicle,

whether or not adequate sight distance is available (TMR, 2013). In these cases, a dedicated overtaking lane can remedy this problem.

Assessment

The distances required for heavy vehicles on grades to slow to 40 km/h were previously investigated via simulation (TMR, 2013). The results of that investigation are applicable to current as-of-right combinations and PBS vehicles, as the power-to-weight ratios are similar, with the exception of quad-trailer road trains, which are expected to have low acceleration performance, particularly for combinations with gross masses above 120 tonnes. Table 17 shows the maximum distances of uphill travel before speeds are reduced to 40 km/h.

Table 17 - Maximum distances (m) of uphill travel before speeds are reduced to 40 km/h (Source: TMR 2013)

| Grade (%) | B-doubles and PBS Level 2 vehicles | | A-doubles, B-triples and PBS Level 3 vehicles | | A-triples, AB-triples, quads and PBS Level 4 vehicles | |
|-----------|------------------------------------|-------------------------|---|-------------------------|---|-------------------------|
| | 80 km/h approach speed | 100 km/h approach speed | 80 km/h approach speed | 100 km/h approach speed | 80 km/h approach speed | 100 km/h approach speed |
| 3 | - | - | - | - | 1,080 | 1,650 |
| 4 | 950 | 1,410 | 900 | 1,350 | 690 | 1,110 |
| 5 | 640 | 980 | 610 | 960 | 520 | 840 |
| 6 | 480 | 760 | 470 | 750 | 410 | 680 |
| 7 | 390 | 630 | 380 | 620 | 340 | 570 |
| 8 | 330 | 530 | 320 | 530 | 290 | 490 |

Notes:

1. Where no value is given, this indicates that the vehicle can maintain a speed higher than 40 km/h on that grade.

Example assessment

Taking the example used in acceleration length, the same stretch of road can be assessed for grade. From Figure 26 it can be seen that the grade is below 3 per cent. Using Table 17 grade would not be a critical consideration in this case.

If instead the grade was 7 per cent, then for a B-double the maximum distance on an 80 km/h approach speed would be 390 metres. The measured distance of the grade was 394 metres. Using the values in Table 17 the maximum distance would be 330m. This would initially lead to the conclusion that access should not be allowed.

However, depending on the subject vehicle, it may have more power available than required for its application. In these cases consultation can be undertaken to consider the specifics of the subject vehicle and its gradeability performance. Results of the

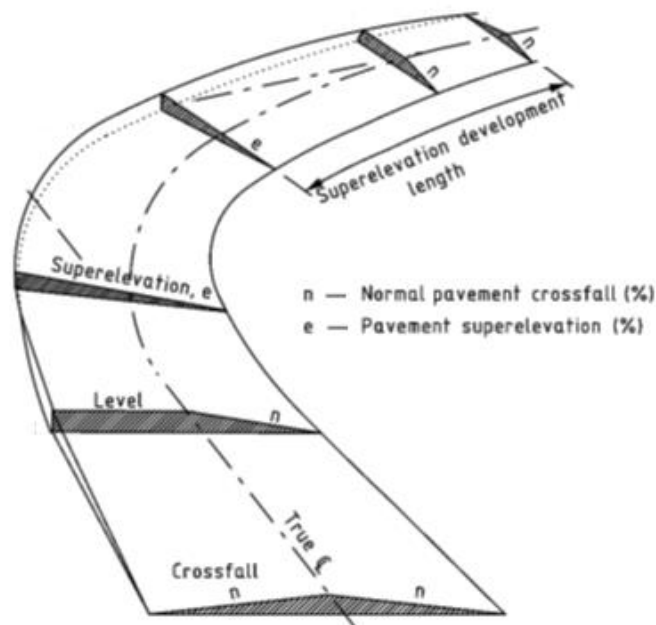
consultation may show that gradeability performance would still be satisfactory for not reducing the speed to below 40 km/h.

5.14 Crossfall

Crossfall is the slope of the surface of the road, measured perpendicular to the road centreline. Crossfall is an essential component of the road design as it allows for water drainage and creates superelevation on curved sections of road. Figure 34 shows the difference between crossfall and superelevation.

On straight sections of road, crossfall causes heavy vehicles to lean to the edge of the road. This increases the lane width requirements of the vehicle due to the subsequent effect on the vehicle's tracking ability.

Figure 34 - Typical superelevation profile on two lane roads (Source: Austroads, 2016)



Assessment

Using a desktop assessment of a route to determine critical sections with respect to crossfall is practically difficult. This is due to the crossfall varying considerably along the route, and reliable data not necessarily being available.

It is recommended instead that assessors request a physical assessment of the route to locate any sections of the route that may comprise unsafe crossfall.

Crossfall is not required to be considered in assessments that only investigate whether the class of a PBS route can be upgraded (e.g. PBS 2A to 2B). This is due to the PBS roll stability requirements not differing between PBS classes.

Risk management

If critical areas are found, it is recommended that crossfall not exceed a nominal 3 per cent. It is noted however that particularly on unsealed roads crossfall of up to 6 per cent can be required to ensure adequate drainage. In these cases, the assessor should consider the individual roll-stability of the vehicle being assessed.

If required, the assessor can request a vehicle rollover stability assessment be provided by the applicant, this will allow the assessor to determine whether the crossfall at a given speed and location is acceptable.

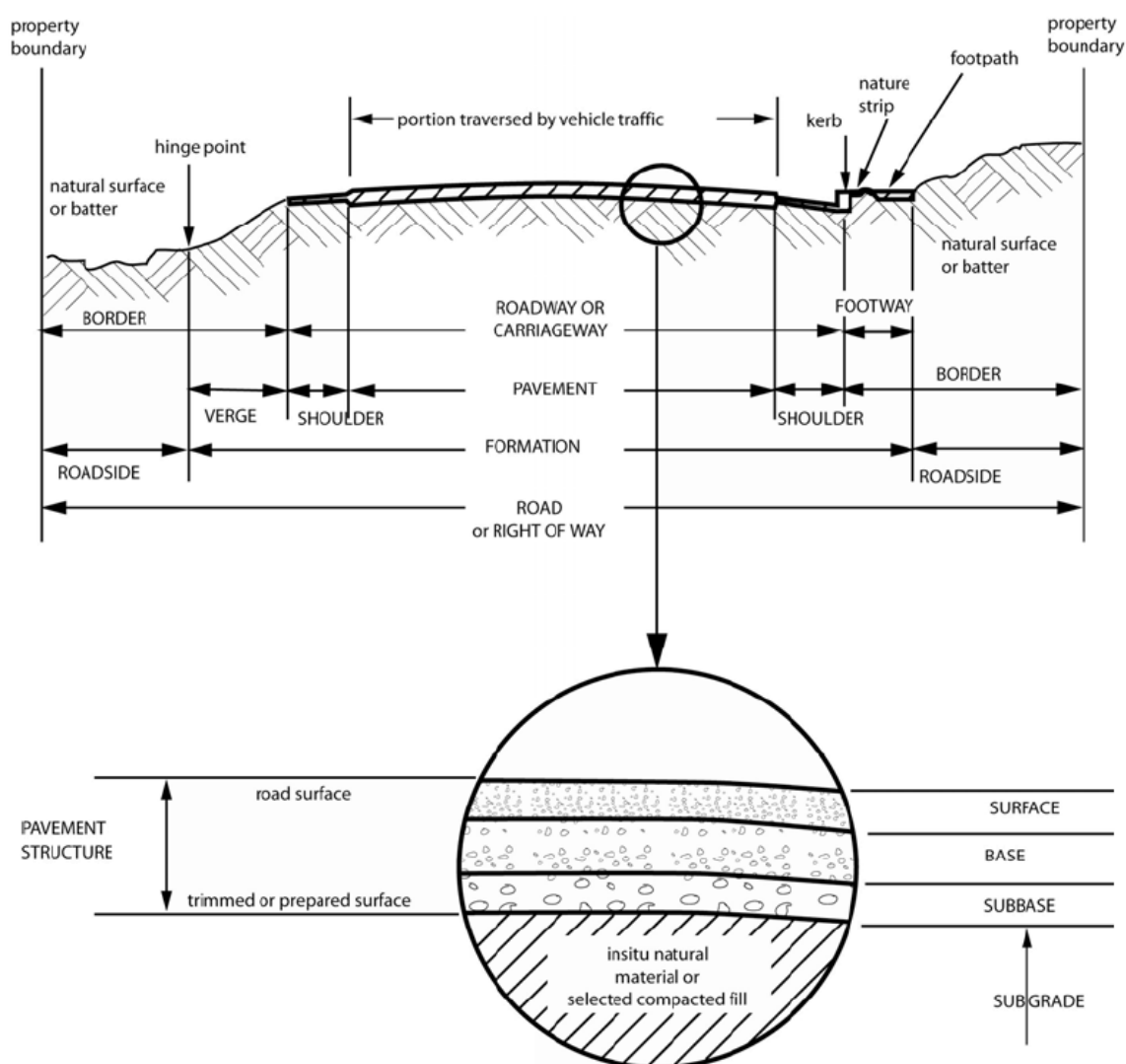
Due to PBS vehicles being expected to have better rollover performance than existing, as-of-right, vehicles there is no reason to consider that longer or heavier PBS vehicles have an elevated rollover risk.

6. Structural considerations

6.1 Pavement capacity

Consideration of pavement loading is important to ensure that the loads imparted by heavy vehicles on the pavement surface and underlying layers will not cause damage or accelerated wear. Two main types of pavement loading are of concern; vertical loading (i.e. the forces applied by the vehicle's mass, and their dynamic effects) and horizontal loading, which comprises the forces imparted when accelerating and braking, and the 'scrubbing' forces applied when turning. Vertical loading typically impacts the underlying layers, and causes damage such as rutting, whereas horizontal loading typically impacts the surface itself, and can result in aggregate stripping, and in extreme cases, surface layer shifting (TMR, 2013). The difference between surfaces and underlying layers is shown in Figure 24.

Figure 16 - Typical pavement structure within the context of road design (Source: Austroads 2009c)



Assessment

Assessors should only allow vehicles to have axle loads up to regulation mass limits. Limits for different axle groups are listed in Table 18.

Table 18 – Maximum axle loads for different axle groups

| Type of axle group | Maximum mass (tonnes) permitted at CML/QML1 | Maximum mass (tonnes) permitted at HML/QML2 |
|--------------------|---|---|
| Single | 10.0t | 10.0t |
| Tandem | 17.0t | 17.0t |
| Triaxle | 21.0t | 22.5t |
| Quad | 21.0t | 27.0t |

Additional consideration should be given in cases where the combination does not satisfy Australia Design Rule definitions for axle groups (i.e. wide spread groups or

multiple groups on a semi-trailer). This may include consultation with the NHVR and subject matter experts to compare pavement loading effects with legal vehicles operating on the route.

6.2 Bridge capacity

Consideration of infrastructure capacity is required to ensure that the loads imparted onto bridges are within design limits.

Assessment

Note that bridge assessments require specialised technical knowledge and all assessments are undertaken by the VicRoads Asset Services Team. As such, the assessor is not directly responsible for the assessment of bridge capacity, however the assessor is responsible for determining when to trigger a bridge assessment.

If a route includes a bridge that is not already pre-approved for use by the subject vehicle at the requested mass then an assessment must be completed by the VicRoads Asset Services Team to ascertain the suitability of the route.

To determine whether a bridge is pre-approved, assessors can utilise the online heavy vehicle network maps, available on the VicRoads website. Note that the heavy vehicle network maps are only applicable to certain vehicles.

7. Traffic interaction considerations

7.1 Traffic volume

The variation in traffic volumes on a proposed road should be considered. It may be appropriate to restrict heavy vehicle operation during peak traffic hours in urban areas, or during certain periods of the year to accommodate seasonal fluctuations in traffic. Conversely, higher heavy vehicle traffic may be permitted during certain periods of the year, e.g. grain harvest season.

Assessment

If traffic volume is high, efforts should be made to reduce interference of introducing additional heavy vehicle traffic, such as seeking alternative routes or restricting the operation to specific times of the day or year.

It should be noted, however, that high traffic volume is not sufficient grounds to reject a route.

Traffic volume information can be obtained through vMAP.

7.2 Heavy vehicle delineation and signage

Appropriate signage and line marking are an important component of road design as it enables efficient and safe vehicular and pedestrian movements along the corridor. Different types of signage include regulatory, warning, guide, temporary, and hazard markers.

Assessment

If a road is relatively narrow or has limited sight distance, assessors should consider whether the use of warning signs would improve safety. Information on Victorian signage requirements can be found on the VicRoads website under Traffic Engineering, however assessors should consider a range of factors in each case, in judging the need for and value of warning signs.

Signage is usually considered to have the most value when warning of the presence of a significant risk that other road users may not be aware of or are not expecting. Generally, this principle means that a higher number of heavy vehicles would need to be operating on a specific section of road than at other points along that road or on similar roads in that area.

Heavy vehicle signage may be necessary when the following are present:

- Carriageway widths are less than 5.5 metres
- roads have adjoining side roads that the heavy vehicles are utilising
- there is a likelihood that other road users would be unaware of heavy vehicles operating on the road
- sight distances are less than 250 metres.

7.3 Vulnerable road users

It is important to investigate whether certain times of the day engender particular risks to vulnerable road users such as:

- cyclists, and pedestrians (especially where there are school crossings)
- tourists (including cars towing caravans, who may be unfamiliar with the conditions)
- school buses (where the frequent stopping and turning by buses, and the presence of children on or adjacent to the road, can pose potential hazards)
- cattle and other livestock
- agricultural machinery and equipment.

Assessment

If the assessor believes that there may be a risk to vulnerable road users, the assessor should perform initial consultation with local road authorities and police. This consultation should investigate if risk mitigation operating requirements are required in specific areas of the route being assessed, such as travel time restrictions.

In addition, while the assessor is considering the swept path of the vehicle, consideration should be given to whether the vehicle impacts on the other road users' facilities. For example, checking if bike lanes are likely to be encroached.

7.4 Speed environment

The speed environment refers to the speed of the heavy vehicles when operating, considering the area and times of operation. It is expected that the designated speed limit will influence the speed distribution of all road users along a given corridor.

Assessment

The speed environment of a heavy vehicle is not sufficient grounds for rejecting access except when considering grade and overtaking provision as described in section 5 of this document.

For Class 2 heavy vehicles which are over 26 metres in length and 68.5 tonnes in GCM a maximum 100 km/h speed restriction generally applies.

8. Amenity considerations

8.1 Noise and vibration

Heavy vehicles generate more traffic noise than other vehicles, in particular when braking, accelerating, and travelling over rough roads. Heavy vehicle brakes can squeal or whine when applied, and there is usually a sudden release of compressed air when the vehicle brakes are released. Heavy vehicle exhaust brakes can be particularly noisy and are often considered intrusive when used in urban areas. Rough road surfaces can also cause vehicles, payloads, and restraining devices to shake and clatter, creating additional noise pollution. The noise of refrigeration units can be loud and intrusive, especially when the vehicles are parked at night.

If a route passes close to or is next to a construction site or new development, there may be an adverse impact upon people and property along the roadside due to vibration. Due to the complex nature of determining vibration effects, where factors such

as the frequency of vibration and the natural frequency of the roadside structure need to be considered for each case. However, because noise and vibration are closely related, it is expected that the vibration issues will be largely addressed by ensuring the noise limit objectives discussed below are not exceeded.

Assessment

In some instances, the noise generated by heavy vehicles is unavoidable. In some cases, it can be reduced by the presence of noise barriers such as hills and vegetation, which should be confirmed via a physical site inspection. Noise sensitive areas such as dwellings, schools, and hospitals should be located at least 1,500 metres away from road segments requiring heavy vehicles to accelerate or decelerate (e.g. intersections and grades), or road segments that are particularly rough, and at least 300 metres away from other sections (TMR, 2013). In both instances, the traffic noise may be acceptable for buildings located within the specified distances, and could be confirmed via further investigation and consultation. If warranted, the assessor could engage a suitably-qualified consultant to conduct a road traffic noise assessment.

If there are known problems with heavy vehicle noise, or experienced judgment indicates that noise problems are likely to occur, the assessor should consider and make recommendations on all possible solutions, including:

- signs advising drivers to avoid using engine brakes
- a travel time restriction for heavy vehicles to prohibit operation during night-time
- the installation of noise barriers along the sides of the road
- the construction of noise reduction treatments.

The values from Table 19 can be used as a guide when determining if noise levels are too high at a given time and for a given area.

Table 19 - Noise limit objectives (Source: VicRoads, 2005)

| Noise Service Receptor | Time | Noise limit objective | Averaging period |
|---|----------------|-----------------------|------------------|
| Residential dwellings | 0600 to 2400 h | 63 dB | 18 h |
| Schools, kindergartens, libraries and other noise-sensitive community buildings | 0600 to 1800 h | 63 dB | 12 h |

It should be noted that the noise emissions from existing as-of-right and PBS vehicles is similar to the noise emissions from the conventional rigid and articulated heavy vehicles. Therefore, use of longer and heavier PBS vehicles can decrease total noise emissions over a set period, as fewer vehicles are required for a given freight task.

8.2 Emissions and airborne dust and water

Heavy vehicles produce a considerable amount of exhaust emissions. Vehicles carrying livestock in particular can also produce unpleasant odours. This can be a major concern to sensitive facilities such as residential areas and schools.

The assessor should investigate the potential amenity impacts of any new route being approved for heavy vehicle access.

If known problems due to emissions and airborne dust exist, or if the assessor judges that such problems are likely to occur, the route should not be recommended for access approval.

The effects of airborne dust, and the potential for splash and spray of rainwater from the pavement by heavy vehicles should also be considered by the assessor. These factors can adversely impact other vehicles, pedestrians, cyclists and nearby property.

If known problems due to dust, splashing or spraying caused by heavy vehicles exist, or if the assessor judges that the problems are likely to be significant, the assessor can discuss with the relevant road manager whether the heavy vehicles should be required to fit spray suppression equipment, or the route not be recommended for approval⁸.

Assessment

The following tables, adapted from the NTC guidelines (NTC, 2007) can provide advice to determine whether a route is appropriate for a given vehicle with respect to emissions and airborne dust and water. The listed preferred provisions should be considered by the assessor.

⁸ It should be noted that ultimately the NHVR will be responsible for confirming all vehicle conditions.

Table 20 - Airborne dust and water objectives (Source: adapted from NTC, 2007)

| Vehicle type | Posted speed zone (km/h) | AADT | Pavement |
|--|--------------------------|----------|---|
| Semi-trailer, PBS Level 1 | <80 | No limit | The road should be sealed with a sealed shoulder |
| | >80 | No limit | |
| B-double, PBS Level 2A | <80 | No limit | The road should be sealed, preferably with a sealed shoulder but a grassed or unsealed shoulder is acceptable |
| | >80 | <10,000 | |
| A-double, B-triple, PBS Level 2B, 3A | <80 | No limit | The road should be sealed; unsealed shoulders are acceptable |
| | >80 | <1,000 | |
| A-triples, AB-triples, quads, PBS Level 3B, 4A | <80 | No limit | Unsealed roads are acceptable, with speeds above 80 km/h not recommended |
| | >80 | - | |
| PBS Level 4B | <80 | No Limit | |
| | >80 | - | |

8.3 Adjacent land use

The main issue surrounding adjacent land use is the proximity of sensitive areas when determining the appropriate level of heavy vehicle access.

Sensitive land uses include:

- residential areas
- commercial areas
- industrial areas
- schools
- hospitals
- aged care facilities
- religious facilities
- aboriginal land
- areas with significant movements of pedestrians and cyclists
- recreational areas.

Assessment

While adjacent land use is not directly considered by the assessor, factors affecting adjacent land use are included in other sections (noise, emissions and airborne dust and water). In addition, heavy vehicle travel time restrictions may already be imposed in areas due to consideration for adjacent land use.

Information on these travel time restrictions should be determined through liaising with the local councils and by checking the VicRoads website under truck curfews.

9. Freight planning considerations

9.1 Evaluation against planning proposals

As part of a route assessment, considerations should be made against existing planning proposals that can impact future access decisions.

Land use planning is conducted throughout Australia by local and state governments to encourage and assist land users to choose options that increase their productivity, meet social needs, and are sustainable. The state government is responsible for state significant projects in some areas and may take responsibility for important planning decisions by calling in or through development facilitation.

Local governments primarily act as a responsible authority for local land use planning and assessing permit applications against the planning scheme developed by the Victorian Government, councils and local communities. The schemes incorporate community planning and aspirations, along with the needs of the state and regional community.

Future land use development along a given corridor is not expected to significantly impact the performance of heavy vehicles. However, it is desirable for heavy vehicle routes to have minimal conflicts with other road users for community amenities. If development application for schools, hospitals, aged care facilities or shopping centres are approved for construction sometime in the future, providing access for heavy vehicles along these corridors may affect the community amenities.

Assessment

When undertaking the assessment, the assessors should evaluate the route to determine if upcoming planning proposals will impact the route and what impact the route will have on these planning proposals. These may include both temporary and permanent planning proposals.

Where approved planning proposals indicate land use plans which would be in conflict with increased level of heavy vehicle access, these should be assessed to determine the effects of allowing heavy vehicle access on the planning proposal.

If required, the assessor can recommend that a route not be granted access (taking into account future adjacent land use etc) or recommend that a temporary closure of the route be implemented.

It is also important to only consider planning proposals that are already approved, as proposals that are unapproved should not influence the decision on heavy vehicle access.

Resources on determining upcoming planned and upcoming roadworks can be found on the VicRoads website under Projects and Planning, however for a strategic planning proposals and projects in local areas unrelated to road works, assessors should liaise with appropriate local councils and the Victorian Planning Authority.

9.2 Proximity to existing routes

Alternative routes in close proximity to the route being assessed will impact the need and importance of a change in class or change in access of a given route. If alternative nearby routes do exist, it may negate the need for a new route being given access, especially if the new route may have some negative impacts that need to be reduced or addressed.

Assessment

Information on existing heavy vehicle routes can be found on the VicRoads website in the heavy vehicle network maps in Victoria section (<https://www.vicroads.vic.gov.au/business-and-industry/heavy-vehicle-industry/heavy-vehicle-map-networks-in-victoria>). Separate maps are shown for the specific type of vehicle, including but not limited to:

- B-doubles
- A-doubles
- Road Trains
- PBS Level 1, 2A, and 2B (Cubic) vehicles.

It should be noted that the network maps are continually being worked on and should be regularly checked for updates.

9.3 Productivity improvement

A productivity improvement can occur when a route is approved for access, due to the higher gross mass, trip duration, and trip frequency the route may be able to accommodate. For example, using A-doubles on a route could reduce the number of required trips per year on a route when compared to using 19-metre semi-trailers.

A reduction in the number of trips for a given freight task is expected to reduce the cost of transport along a route. This reduction in cost may be realised by either the local suppliers or the freight operators.

Assessment

The assessor should request from the operator evidence of the productivity benefit that the new route will permit if approved for increased access, noting that the freight task may still be completed with more, but smaller vehicles if necessary.

This should consider the following factors:

- Reduced number of trips
- Increased payload per trip
- Reduced number of vehicles on route
- Being able to limit travel to certain times of the day/year.

Once the assessor is aware of what productivity benefit there will be for granting access, the productivity benefit should be considered while assessing other considerations.

For example, if there is a large productivity benefit, however there will be a mild impact on emissions or noise, then the assessor may recommend that the route still be approved for access. However, if there is only a slight productivity improvement, with a significant detrimental effect when considering other consideration then the assessor can recommend that the route not be approved for access.

9.4 Intermodal access and investigation of alternative modes

Intermodal access refers to consideration of the assessed route's access to other modes of freight transport, e.g. rail, sea, and air terminals. High levels of access to intermodal transport allow for flexible routing options, which can achieve the best economic, safety and community amenity outcomes.

Intermodal terminals (IMTs) are dedicated facilities for freight to be transferred from one transport mode to another. The transfer of freight between road and rail modes is a common use of IMTs.

Assessment

When assessing roads for upgraded access, consideration should be given to the level of access to rail, sea and air terminals. Good access to these terminals enables the choice of the best inter-modal transport arrangements with regards to economic, safety, and community benefits.

Table 21 shows what levels of access would typically be required for a given type of vehicle when upgrading the access of a road for increased network coverage. However, if only considering single permit access which may not require the use of an IMT then the requirements in the table need not always apply.

Table 21 - Level of access to other transport modes (Source: adapted from NTC, 2007)

| Vehicle type | Minimum level of access to intermodal terminals |
|--|--|
| Semi-trailer, PBS Level 1 | Access to all rail, sea and air terminals, and also to a transport hub such as a road/rail centre |
| B-double, PBS Level 2A | Access to most rail, sea and air terminals, and also to a transport hub such as a road/rail centre |
| A-double, B-triple, PBS Level 2B, 3A | Access to some rail, sea and air terminals |
| A-triples, AB-triples, quads, PBS Level 3B, 4A | Access to specific transport terminals |
| PBS Level 4B | |

If a route does have IMTs that are expected to be used, the assessor should also ensure that the IMTs have feasible access arrangements for the expected type of vehicles. There is little point in having an approved route that has a terminal or local road infrastructure that cannot accommodate the vehicles being given access.

10. Related resources

Table 22 provides a list of the route assessment guidelines used by other jurisdictions.

Table 22 - List of route assessment guidelines used by other jurisdictions

| Jurisdiction | Documents used |
|------------------------------|--|
| Western Australia | Standard Restricted Access Vehicle Route Assessment Guidelines (MRWA, 2017) |
| South Australia | DTEI Route Assessment for Restricted Access vehicles (DTEI, 2008) Commodity Network Route Guidelines (DTEI, 2009) |
| Northern Territory | N/A |
| New South Wales | NSW Route Assessment Guide – 4.6-metre-high vehicle routes (RMS, 2013) NSW Route Assessment Guide for Restricted Access Vehicles (RMS, 2012a) Freight Route Investigation Levels for Restricted Access Vehicles (RMS, 2012b) Route assessment for 14.5 metre buses (RTA, 1998) Performance-Based Standards Scheme – Network Classification Guidelines (NTC 2007) |
| Australian Capital Territory | N/A |
| Queensland | Route Assessment Guidelines for Multi-Combination Vehicles in Queensland (TMR, 2013) |
| Tasmania | Review of Gazetted High Productivity Vehicle Route Network (DIER, 2011) |

11. List of abbreviations used

AADT – Average Annual Daily Traffic

ARTC – Australian Rail Track Corporation

ASD – Approach Sight Distance

CoG – Centre of Gravity

DIER – Tasmanian Department of Infrastructure, Energy and Resources

DTEI – Department of Transport, Energy and Infrastructure South Australia

GML – General Mass Limits

HML – Higher Mass Limits

HVNL – Heavy Vehicle National Law

IMT – Intermodal Terminal

MDL – Heavy Vehicle National Law Mass Dimension and Loading regulation

MRWA – Main Roads Western Australia

NHVR – National Heavy Vehicle Regulator

NTC – National Transport Commission

PBS – Performance Based Standards

RAS – Road Asset System

RFS – Road Friendly Suspension

RMS – New South Wales Roads and Maritime Services

RTA – New South Wales Roads and Traffic Authority

SCATS – Sydney Coordinated Adaptive Traffic System

SISD – Safe Intersection Sight Distance

TASP – Tracking Ability on a Straight Path

TMR – Queensland Department of Transport and Main Roads

12. References

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- VicRoads. (2005). *Traffic Noise Reduction Policy*. Melbourne, Australia: VicRoads.

Appendix A Technical data

Table 23 - Minimum bridge widths (metres) (Source: adapted from TMR, 2013)

| Bridge details | | Risk management | Two way | | | | One way | | | | | | | |
|----------------|------------------|-----------------|----------|-------|-------|-------|-------------|-------|-------|-------|----------|-------|-------|-------|
| | | | Two lane | | | | Single lane | | | | Two lane | | | |
| Length (m) | AADT | | Shldr | C'way | Shldr | Total | Shldr | C'way | Shldr | Total | Shldr | C'way | Shldr | Total |
| < 20 | < 3,000 | Category A | 1.5 | 7 | 1.5 | 10 | 2 | 3.5 | 1 | 6.5 | - | | | |
| | | Category B | 1.5 | 6.1 | 1.5 | 9.1 | 2 | 3.1 | 1 | 6.1 | | | | |
| | | Category C | 1.5 | 5.2 | 1.5 | 8.2 | 2 | 2.6 | 1 | 5.6 | | | | |
| | > 3,000 | Category A | 2 | 7 | 2 | 11 | 2 | 3.5 | 1 | 6.5 | 2 | 7 | 1 | 10 |
| | | Category B | 2 | 6.1 | 2 | 10.1 | 2 | 3.1 | 1 | 6.1 | 2 | 6.1 | 1 | 9.1 |
| | | Category C | 2 | 5.2 | 2 | 9.2 | 2 | 2.6 | 1 | 5.6 | 2 | 5.2 | 1 | 8.2 |
| > 20 | < 1,000 per lane | Category A | 0.6 | 7 | 0.6 | 8.2 | 2 | 3.5 | 1 | 6.5 | - | | | |
| | | Category B | 0.6 | 6.1 | 0.6 | 7.3 | 2 | 3.1 | 1 | 6.1 | | | | |
| | | Category C | 0.6 | 5.2 | 0.6 | 6.4 | 2 | 2.6 | 1 | 5.6 | | | | |
| | > 1,000 per lane | Category A | 1.2 | 7 | 1.2 | 9.4 | 2 | 3.5 | 1 | 6.5 | 2 | 7 | 1 | 10 |
| | | Category B | 1.2 | 6.1 | 1.2 | 8.5 | 2 | 3.1 | 1 | 6.1 | 2 | 6.1 | 1 | 9.1 |
| | | Category C | 1.2 | 5.2 | 1.2 | 7.6 | 2 | 2.6 | 1 | 5.6 | 2 | 5.2 | 1 | 8.2 |

Notes:

- Category A values were taken directly from TMR (2013)
- Category B shoulder and carriageway values were taken as the average of category A and C
- Category C carriageway values were developed after discussion with VicRoads indicating that the minimum single lane carriage width is 2.6 metres, this was then expanded for two lane carriageways.

Table 24 - Minimum distance between overtaking opportunities (Source: adapted from NTC, 2007)

| AADT | Risk management | Maximum average distance per overtaking opportunity (km) | Maximum distance between overtaking opportunities (km) | Notes |
|-----------------|------------------------|---|---|---|
| 500 or below | Category A | n/a | n/a | Provision of dedicated overtaking opportunities is usually not justified. |
| 500–1,000 | Category A | 15 | 30 | n/a |
| | Category B | 20 | 40 | |
| | Category C | 25 | 50 | |
| 1,000-1,800 | Category A | 8 | 15 | n/a |
| | Category B | 11 | 20 | |
| | Category C | 14 | 25 | |
| 1,800 and above | Category A | 5 | 10 | At AADT > 2,700, dedicated overtaking opportunities may be necessary. |
| | Category B | 7 | 14 | |
| | Category C | 9 | 17 | |

Notes:

1. Category A values were taken from the NTC table on desirable distances between overtaking opportunities
2. It was considered that overtaking opportunities should be between 3-5 minutes apart, and category A was taken as 3 minutes. Category B and C were then calculated for 4 and 5 minutes respectively

Table 25 - Minimum establishment sight distances (Source: adapted from SMEC, 2015)

| Road section design speed (km/h) | Risk management | Overtaken vehicle speed (km/h) | | Establishment sight distance (m) | | | | |
|----------------------------------|-----------------|-------------------------------------|---------------------------|----------------------------------|------------------------|--------------------------------------|--|--------------|
| | | Semi-trailer, B-double, PBS Level 2 | Road train, PBS Level 3/4 | Semi-trailer, PBS Level 1 | B-double, PBS Level 2A | A-double, B-triple, PBS Level 2B, 3A | A-triples, AB-triples, quads, PBS Level 3B, 4A | PBS Level 4B |
| 70 | Category A | 60 | 60 | 968 | 1,046 | 1,182 | 1,403 | 1,488 |
| | Category B | | | 607 | 646 | 714 | 825 | 867 |
| | Category C | | | 501 | 527 | 573 | 646 | 674 |
| 80 | Category A | 69 | 69 | 1,105 | 1,186 | 1,328 | 1,559 | 1,647 |
| | Category B | | | 721 | 764 | 838 | 959 | 1,005 |
| | Category C | | | 601 | 630 | 680 | 762 | 793 |
| 90 | Category A | 77 | 77 | 1,155 | 1,232 | 1,367 | 1,585 | 1,669 |
| | Category B | | | 805 | 848 | 924 | 1,048 | 1,095 |
| | Category C | | | 684 | 715 | 768 | 854 | 887 |
| 100 | Category A | 86 | 84 | 1,287 | 1,367 | 1,507 | 1,732 | 1,819 |
| | Category B | | | 917 | 964 | 1,045 | 1,177 | 1,227 |
| | Category C | | | 788 | 821 | 878 | 971 | 1,007 |
| 110 | Category A | 94 | 84 | 1,345 | 1,421 | 1,555 | 1,772 | 1,855 |
| | Category B | | | 1,008 | 1,055 | 1,137 | 1,271 | 1,322 |
| | Category C | | | 888 | 922 | 981 | 1,078 | 1,115 |

Notes:

1. Category A values were taken on the assumption that the overtaking vehicle would not exceed the road section design speed
2. Category B values were taken on the assumption that the overtaking vehicle would exceed the road section design speed by 10 km/h
3. Category C values were taken on the assumption that the overtaking vehicle would exceed the road section design speed by 20 km/h
4. The values shown in Table 25 are based on research and field trials conducted by SMEC which repeated field trials completed by Troutbeck (1981) and are in general more conservative than those found in Austroads (2016). The reason for this is that the Austroads values assume the overtaking vehicle exceeding the speed limit by 10 km/h roughly equating to the Category B values, however because the overtaking speed is unknown it is considered appropriate to include Category A values if possible, noting that many cases may only satisfy Category B values.

Table 26 - Minimum continuation sight distances (Source: SMEC, 2015 and Austroads, 2016)

| Road section design speed (km/h) | Overtaken vehicle speed (km/h) | | Continuation sight distance (m) | | | | |
|----------------------------------|-------------------------------------|---------------------------|---------------------------------|------------------------|--------------------------------------|--|--------------|
| | Semi-trailer, B-double, PBS Level 2 | Road train, PBS Level 3/4 | Semi-trailer, PBS Level 1 | B-double, PBS Level 2A | A-double, B-triple, PBS Level 2B, 3A | A-triples, AB-triples, quads, PBS Level 3B, 4A | PBS Level 4B |
| 70 | 60 | 60 | 300 | 320 | 360 | 420 | 450 |
| 80 | 69 | 69 | 370 | 400 | 450 | 510 | 550 |
| 90 | 77 | 77 | 440 | 470 | 530 | 620 | 660 |
| 100 | 86 | 84 | 530 | 560 | 630 | 740 | 790 |
| 110 | 94 | 84 | 620 | 680 | 660 | 770 | 820 |

Table 27 - Approach sight distance: B-doubles and PBS Level 2 vehicles (Source: adapted from TMR, 2013)

| Operating Speed (km/h) | Risk management | Grade | | | | | | | | |
|------------------------|-----------------|----------|-----|-----|-----|-------|--------|-----|-----|-----|
| | | Downhill | | | | Level | Uphill | | | |
| | | 8% | 6% | 4% | 2% | 0% | 2% | 4% | 6% | 8% |
| 40 | Category A | 81 | 78 | 76 | 74 | 73 | 71 | 70 | 69 | 68 |
| | Category B | 69 | 66 | 64 | 62 | 61 | 59 | 58 | 57 | 56 |
| | Category C | 58 | 55 | 53 | 51 | 50 | 48 | 47 | 46 | 45 |
| 50 | Category A | 109 | 105 | 102 | 99 | 97 | 94 | 92 | 91 | 89 |
| | Category B | 95 | 91 | 88 | 85 | 83 | 80 | 78 | 77 | 75 |
| | Category C | 82 | 78 | 75 | 72 | 70 | 67 | 65 | 64 | 62 |
| 60 | Category A | 143 | 137 | 132 | 128 | 124 | 121 | 118 | 116 | 114 |
| | Category B | 126 | 120 | 115 | 111 | 107 | 104 | 101 | 99 | 97 |
| | Category C | 110 | 104 | 99 | 95 | 91 | 88 | 85 | 83 | 81 |
| 70 | Category A | 180 | 172 | 165 | 160 | 155 | 150 | 147 | 143 | 140 |
| | Category B | 160 | 152 | 145 | 140 | 135 | 130 | 127 | 123 | 120 |
| | Category C | 141 | 133 | 126 | 121 | 116 | 111 | 108 | 104 | 101 |
| 80 | Category A | 221 | 210 | 202 | 194 | 188 | 182 | 177 | 173 | 169 |
| | Category B | 198 | 187 | 179 | 171 | 165 | 159 | 154 | 150 | 146 |
| | Category C | 176 | 165 | 157 | 149 | 143 | 137 | 132 | 128 | 124 |
| 90 | Category A | 264 | 251 | 240 | 231 | 222 | 215 | 209 | 204 | 199 |
| | Category B | 239 | 226 | 215 | 206 | 197 | 190 | 184 | 179 | 174 |
| | Category C | 214 | 201 | 190 | 181 | 172 | 165 | 159 | 154 | 149 |
| 100 | Category A | 322 | 304 | 289 | 277 | 266 | 256 | 248 | 241 | 235 |
| | Category B | 294 | 276 | 261 | 249 | 238 | 228 | 220 | 213 | 207 |
| | Category C | 267 | 249 | 234 | 222 | 211 | 201 | 193 | 186 | 180 |
| 110 | Category A | 403 | 376 | 354 | 336 | 321 | 308 | 297 | 287 | 278 |
| | Category B | 372 | 345 | 323 | 305 | 290 | 277 | 266 | 256 | 247 |
| | Category C | 342 | 315 | 293 | 275 | 260 | 247 | 236 | 226 | 217 |

Notes:

1. Category A was calculated using the TMR (2013) values with an increased reaction time (3.5 seconds against 2.5 seconds)
2. Category B was taken directly from TMR (2013) values including 1.0 second of brake lag
3. Category C was calculated using the TMR (2013) values with a decreased reaction time (1.5 seconds), this minimum driver reaction time was based on research by Taoka (1989)

Table 28 - Approach sight distance: A-doubles, B-triples and PBS Level 3 vehicles (metres) (Source: adapted from TMR, 2013)

| Operating Speed (km/h) | Risk management | Grade | | | | | | | | |
|------------------------|-----------------|----------|-----|-----|-----|-------|--------|-----|-----|-----|
| | | Downhill | | | | Level | Uphill | | | |
| | | 8% | 6% | 4% | 2% | 0% | 2% | 4% | 6% | 8% |
| 40 | Category A | 86 | 84 | 82 | 80 | 78 | 77 | 76 | 74 | 73 |
| | Category B | 74 | 72 | 70 | 68 | 66 | 65 | 64 | 62 | 61 |
| | Category C | 63 | 61 | 59 | 57 | 55 | 54 | 53 | 51 | 50 |
| 50 | Category A | 116 | 112 | 109 | 106 | 103 | 101 | 99 | 98 | 96 |
| | Category B | 102 | 98 | 95 | 92 | 89 | 87 | 85 | 84 | 82 |
| | Category C | 89 | 85 | 82 | 79 | 76 | 74 | 72 | 71 | 69 |
| 60 | Category A | 151 | 145 | 140 | 136 | 133 | 129 | 127 | 124 | 122 |
| | Category B | 134 | 128 | 123 | 119 | 116 | 112 | 110 | 107 | 105 |
| | Category C | 118 | 112 | 107 | 103 | 100 | 96 | 94 | 91 | 89 |
| 70 | Category A | 190 | 182 | 175 | 169 | 164 | 160 | 156 | 153 | 150 |
| | Category B | 170 | 162 | 155 | 149 | 144 | 140 | 136 | 133 | 130 |
| | Category C | 151 | 143 | 136 | 130 | 125 | 121 | 117 | 114 | 111 |
| 80 | Category A | 232 | 221 | 213 | 205 | 199 | 193 | 188 | 184 | 180 |
| | Category B | 209 | 198 | 190 | 182 | 176 | 170 | 165 | 161 | 157 |
| | Category C | 187 | 176 | 168 | 160 | 154 | 148 | 143 | 139 | 135 |
| 90 | Category A | 277 | 264 | 253 | 243 | 235 | 228 | 222 | 216 | 211 |
| | Category B | 252 | 239 | 228 | 218 | 210 | 203 | 197 | 191 | 186 |
| | Category C | 227 | 214 | 203 | 193 | 185 | 178 | 172 | 166 | 161 |
| 100 | Category A | 336 | 318 | 303 | 291 | 280 | 270 | 262 | 255 | 248 |
| | Category B | 308 | 290 | 275 | 263 | 252 | 242 | 234 | 227 | 220 |
| | Category C | 281 | 263 | 248 | 236 | 225 | 215 | 207 | 200 | 193 |
| 110 | Category A | 418 | 391 | 370 | 352 | 336 | 323 | 312 | 302 | 293 |
| | Category B | 387 | 360 | 339 | 321 | 305 | 292 | 281 | 271 | 262 |
| | Category C | 357 | 330 | 309 | 291 | 275 | 262 | 251 | 241 | 232 |

Notes:

1. Category A was calculated using the TMR (2013) values with an increased reaction time (3.5 seconds against 2.5 seconds)
2. Category B was taken directly from TMR (2013) values including 1.5 seconds for brake lag
3. Category C was calculated using the TMR (2013) values with a decreased reaction time (1.5 seconds), this minimum driver reaction time was based on research by Taoka (1989)

Table 29 - Approach sight distance: A-triples, AB-triples, quads and PBS Level 4 vehicles (metres) (Source: adapted from TMR, 2013)

| Operating Speed (km/h) | Risk management | Grade | | | | | | | | |
|------------------------|-----------------|----------|-----|-----|-----|-------|--------|-----|-----|-----|
| | | Downhill | | | | Level | Uphill | | | |
| | | 8% | 6% | 4% | 2% | 0% | 2% | 4% | 6% | 8% |
| 40 | Category A | 92 | 89 | 87 | 85 | 84 | 82 | 81 | 80 | 79 |
| | Category B | 80 | 77 | 75 | 73 | 72 | 70 | 69 | 68 | 67 |
| | Category C | 69 | 66 | 64 | 62 | 61 | 59 | 58 | 57 | 56 |
| 50 | Category A | 123 | 119 | 116 | 113 | 110 | 108 | 106 | 105 | 103 |
| | Category B | 109 | 105 | 102 | 99 | 96 | 94 | 92 | 91 | 89 |
| | Category C | 96 | 92 | 89 | 86 | 83 | 81 | 79 | 78 | 76 |
| 60 | Category A | 159 | 154 | 149 | 144 | 141 | 138 | 135 | 132 | 130 |
| | Category B | 142 | 137 | 132 | 127 | 124 | 121 | 118 | 115 | 113 |
| | Category C | 126 | 121 | 116 | 111 | 108 | 105 | 102 | 99 | 97 |
| 70 | Category A | 199 | 191 | 185 | 179 | 174 | 170 | 166 | 163 | 160 |
| | Category B | 179 | 171 | 165 | 159 | 154 | 150 | 146 | 143 | 140 |
| | Category C | 160 | 152 | 146 | 140 | 135 | 131 | 127 | 124 | 121 |
| 80 | Category A | 243 | 233 | 224 | 216 | 210 | 204 | 199 | 195 | 191 |
| | Category B | 220 | 210 | 201 | 193 | 187 | 181 | 176 | 172 | 168 |
| | Category C | 198 | 188 | 179 | 171 | 165 | 159 | 154 | 150 | 146 |
| 90 | Category A | 289 | 276 | 265 | 256 | 247 | 240 | 234 | 229 | 224 |
| | Category B | 264 | 251 | 240 | 231 | 222 | 215 | 209 | 204 | 199 |
| | Category C | 239 | 226 | 215 | 206 | 197 | 190 | 184 | 179 | 174 |
| 100 | Category A | 350 | 332 | 317 | 304 | 294 | 284 | 276 | 269 | 262 |
| | Category B | 322 | 304 | 289 | 276 | 266 | 256 | 248 | 241 | 234 |
| | Category C | 295 | 277 | 262 | 249 | 239 | 229 | 221 | 214 | 207 |
| 110 | Category A | 433 | 407 | 385 | 367 | 352 | 339 | 327 | 317 | 309 |
| | Category B | 402 | 376 | 354 | 336 | 321 | 308 | 296 | 286 | 278 |
| | Category C | 372 | 346 | 324 | 306 | 291 | 278 | 266 | 256 | 248 |

Notes:

1. Category A was calculated using the TMR (2013) values with an increased reaction time (3.5 seconds against 2.5 seconds)
2. Category B was taken directly from TMR (2013) values including 2.0 seconds for brake lag
3. Category C was calculated using the TMR (2013) values with a decreased reaction time (1.5 seconds), this minimum driver reaction time was based on research by Taoka (1989)

Table 30 - Safe intersection sight distance: B-doubles and PBS Level 2 vehicles (metres) (Source: adapted from TMR, 2013)

| Operating Speed (km/h) | Risk management | Grade | | | | | | | | |
|------------------------|-----------------|----------|-----|-----|-----|-------|--------|-----|-----|-----|
| | | Downhill | | | | Level | Uphill | | | |
| | | 8% | 6% | 4% | 2% | 0% | 2% | 4% | 6% | 8% |
| 40 | Category A | 109 | 106 | 104 | 102 | 100 | 99 | 98 | 97 | 96 |
| | Category B | 97 | 94 | 92 | 90 | 88 | 87 | 86 | 85 | 84 |
| | Category C | 86 | 83 | 81 | 79 | 77 | 76 | 75 | 74 | 73 |
| 50 | Category A | 144 | 140 | 137 | 134 | 131 | 129 | 127 | 125 | 124 |
| | Category B | 130 | 126 | 123 | 120 | 117 | 115 | 113 | 111 | 110 |
| | Category C | 117 | 113 | 110 | 107 | 104 | 102 | 100 | 98 | 97 |
| 60 | Category A | 184 | 179 | 174 | 169 | 166 | 163 | 160 | 157 | 155 |
| | Category B | 167 | 162 | 157 | 152 | 149 | 146 | 143 | 140 | 138 |
| | Category C | 151 | 146 | 141 | 136 | 133 | 130 | 127 | 124 | 122 |
| 70 | Category A | 229 | 221 | 214 | 208 | 203 | 199 | 195 | 192 | 189 |
| | Category B | 209 | 201 | 194 | 188 | 183 | 179 | 175 | 172 | 169 |
| | Category C | 190 | 182 | 175 | 169 | 164 | 160 | 156 | 153 | 150 |
| 80 | Category A | 276 | 266 | 257 | 250 | 243 | 238 | 233 | 228 | 224 |
| | Category B | 253 | 243 | 234 | 227 | 220 | 215 | 210 | 205 | 201 |
| | Category C | 231 | 221 | 212 | 205 | 198 | 193 | 188 | 183 | 179 |
| 90 | Category A | 327 | 314 | 303 | 293 | 285 | 278 | 272 | 266 | 261 |
| | Category B | 302 | 289 | 278 | 268 | 260 | 253 | 247 | 241 | 236 |
| | Category C | 277 | 264 | 253 | 243 | 235 | 228 | 222 | 216 | 211 |
| 100 | Category A | 392 | 374 | 359 | 346 | 335 | 326 | 318 | 310 | 304 |
| | Category B | 364 | 346 | 331 | 318 | 307 | 298 | 290 | 282 | 276 |
| | Category C | 337 | 319 | 304 | 291 | 280 | 271 | 263 | 255 | 249 |
| 110 | Category A | 479 | 453 | 431 | 413 | 398 | 384 | 373 | 363 | 354 |
| | Category B | 448 | 422 | 400 | 382 | 367 | 353 | 342 | 332 | 323 |
| | Category C | 418 | 392 | 370 | 352 | 337 | 323 | 312 | 302 | 293 |

Notes:

1. Category A was calculated using the TMR (2013) values with an increased reaction time (2.5 seconds against 2 seconds)
2. Category B was taken directly from TMR (2013) values
3. Category C was calculated using the TMR (2013) values with a decreased reaction time (1.5 seconds), this minimum driver reaction time was based on research by Taoka (1989). The TMR guidelines have different reaction times for SISD and ASD, however it was considered that 1.5 seconds is still appropriate as a minimum.

Table 31 - Safe intersection sight distance: A-doubles, B-triples and PBS Level 3 vehicles (metres) (Source: adapted from TMR, 2013)

| Operating Speed (km/h) | Risk management | Grade | | | | | | | | |
|------------------------|-----------------|----------|-----|-----|-----|-------|--------|-----|-----|-----|
| | | Downhill | | | | Level | Uphill | | | |
| | | 8% | 6% | 4% | 2% | 0% | 2% | 4% | 6% | 8% |
| 40 | Category A | 114 | 112 | 109 | 108 | 106 | 105 | 103 | 102 | 101 |
| | Category B | 102 | 100 | 97 | 96 | 94 | 93 | 91 | 90 | 89 |
| | Category C | 91 | 89 | 86 | 85 | 83 | 82 | 80 | 79 | 78 |
| 50 | Category A | 151 | 147 | 144 | 141 | 138 | 136 | 134 | 132 | 131 |
| | Category B | 137 | 133 | 130 | 127 | 124 | 122 | 120 | 118 | 117 |
| | Category C | 124 | 120 | 117 | 114 | 111 | 109 | 107 | 105 | 104 |
| 60 | Category A | 193 | 187 | 182 | 178 | 174 | 171 | 168 | 166 | 164 |
| | Category B | 176 | 170 | 165 | 161 | 157 | 154 | 151 | 149 | 147 |
| | Category C | 160 | 154 | 149 | 145 | 141 | 138 | 135 | 133 | 131 |
| 70 | Category A | 238 | 230 | 224 | 218 | 213 | 209 | 205 | 202 | 199 |
| | Category B | 218 | 210 | 204 | 198 | 193 | 189 | 185 | 182 | 179 |
| | Category C | 199 | 191 | 185 | 179 | 174 | 170 | 166 | 163 | 160 |
| 80 | Category A | 287 | 277 | 268 | 261 | 254 | 249 | 244 | 239 | 236 |
| | Category B | 264 | 254 | 245 | 238 | 231 | 226 | 221 | 216 | 213 |
| | Category C | 242 | 232 | 223 | 216 | 209 | 204 | 199 | 194 | 191 |
| 90 | Category A | 339 | 326 | 315 | 306 | 297 | 290 | 284 | 279 | 274 |
| | Category B | 314 | 301 | 290 | 281 | 272 | 265 | 259 | 254 | 249 |
| | Category C | 289 | 276 | 265 | 256 | 247 | 240 | 234 | 229 | 224 |
| 100 | Category A | 405 | 388 | 373 | 360 | 349 | 340 | 332 | 324 | 318 |
| | Category B | 377 | 360 | 345 | 332 | 321 | 312 | 304 | 296 | 290 |
| | Category C | 350 | 333 | 318 | 305 | 294 | 285 | 277 | 269 | 263 |
| 110 | Category A | 494 | 468 | 446 | 428 | 413 | 400 | 388 | 378 | 370 |
| | Category B | 463 | 437 | 415 | 397 | 382 | 369 | 357 | 347 | 339 |
| | Category C | 433 | 407 | 385 | 367 | 352 | 339 | 327 | 317 | 309 |

Notes:

1. Category A was calculated using the TMR (2013) values with an increased reaction time (2.5 seconds against 2 seconds)
2. Category B was taken directly from TMR (2013) values
3. Category C was calculated using the TMR (2013) values with a decreased reaction time (1.5 seconds), this minimum driver reaction time was based on research by Taoka (1989). The TMR guidelines have different reaction times for SISD and ASD, however it was considered that 1.5 seconds is still appropriate as a minimum.

Table 32 - Safe intersection sight distance: A-triples, AB-triples, quads and PBS Level 4 vehicles (metres) (Source: adapted from TMR, 2013)

| Operating Speed (km/h) | Risk management | Grade | | | | | | | | |
|------------------------|-----------------|----------|-----|-----|-----|-------|--------|-----|-----|-----|
| | | Downhill | | | | Level | Uphill | | | |
| | | 8% | 6% | 4% | 2% | 0% | 2% | 4% | 6% | 8% |
| 40 | Category A | 120 | 117 | 115 | 113 | 111 | 110 | 109 | 108 | 107 |
| | Category B | 108 | 105 | 103 | 101 | 99 | 98 | 97 | 96 | 95 |
| | Category C | 97 | 94 | 92 | 90 | 88 | 87 | 86 | 85 | 84 |
| 50 | Category A | 158 | 154 | 151 | 148 | 145 | 143 | 141 | 139 | 138 |
| | Category B | 144 | 140 | 137 | 134 | 131 | 129 | 127 | 125 | 124 |
| | Category C | 131 | 127 | 124 | 121 | 118 | 116 | 114 | 112 | 111 |
| 60 | Category A | 201 | 195 | 190 | 186 | 183 | 179 | 177 | 174 | 172 |
| | Category B | 184 | 178 | 173 | 169 | 166 | 162 | 160 | 157 | 155 |
| | Category C | 168 | 162 | 157 | 153 | 150 | 146 | 144 | 141 | 139 |
| 70 | Category A | 248 | 240 | 233 | 228 | 223 | 218 | 215 | 211 | 208 |
| | Category B | 228 | 220 | 213 | 208 | 203 | 198 | 195 | 191 | 188 |
| | Category C | 209 | 201 | 194 | 189 | 184 | 179 | 176 | 172 | 169 |
| 80 | Category A | 299 | 288 | 279 | 272 | 265 | 260 | 255 | 251 | 247 |
| | Category B | 276 | 265 | 256 | 249 | 242 | 237 | 232 | 228 | 224 |
| | Category C | 254 | 243 | 234 | 227 | 220 | 215 | 210 | 206 | 202 |
| 90 | Category A | 352 | 339 | 328 | 318 | 310 | 303 | 297 | 291 | 286 |
| | Category B | 327 | 314 | 303 | 293 | 285 | 278 | 272 | 266 | 261 |
| | Category C | 302 | 289 | 278 | 268 | 260 | 253 | 247 | 241 | 236 |
| 100 | Category A | 419 | 401 | 386 | 374 | 363 | 354 | 345 | 338 | 332 |
| | Category B | 391 | 373 | 358 | 346 | 335 | 326 | 317 | 310 | 304 |
| | Category C | 364 | 346 | 331 | 319 | 308 | 299 | 290 | 283 | 277 |
| 110 | Category A | 510 | 483 | 461 | 443 | 428 | 415 | 404 | 394 | 385 |
| | Category B | 479 | 452 | 430 | 412 | 397 | 384 | 373 | 363 | 354 |
| | Category C | 449 | 422 | 400 | 382 | 367 | 354 | 343 | 333 | 324 |

Notes:

1. Category A was calculated using the TMR (2013) values with an increased reaction time (2.5 seconds against 2 seconds)
2. Category B was taken directly from TMR (2013) values
3. Category C was calculated using the TMR (2013) values with a decreased reaction time (1.5 seconds), this minimum driver reaction time was based on research by Taoka (1989). The TMR guidelines have different reaction times for SISD and ASD, however it was considered that 1.5 seconds is still appropriate as a minimum.

Appendix B Table drain diagram

The following information is taken from Austroads (2016).

Note that in this example the slope is 2:1 (distance along slope is twice as long as the height of the rise of the slope).

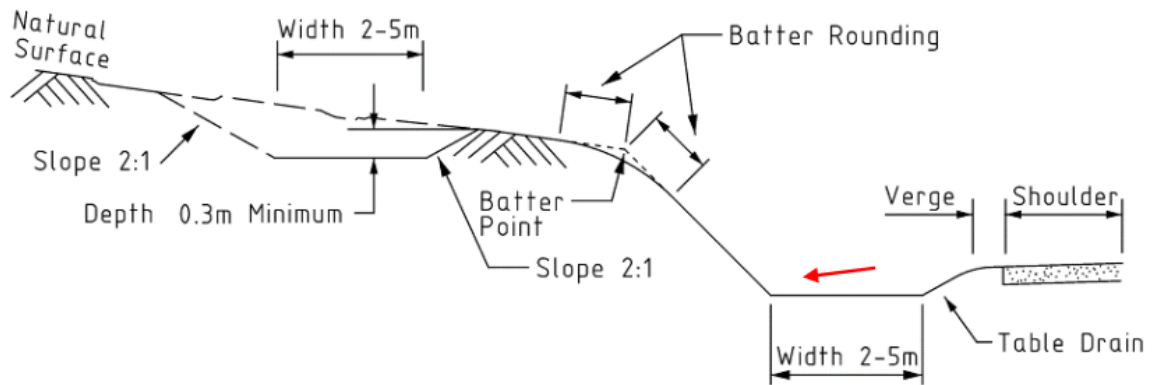


TABLE DRAIN LOCATIONS FOR A ROAD IN CUTTING



TABLE DRAIN LOCATION FOR ROAD ON EMBANKMENT

Yurunga Committee of Management

General Meeting, Thursday, October 22, 2020, Yurunga outdoors, 7pm

Minutes

Welcome and Opening at 7:30 pm

Members present: Jenny Solly (chair), Peter Solly (Sec), Samantha Smith

Visitors: Karen Koning, Rob Koning – welcome!

Apologies: Jeff Woodward – Hindmarsh Shire. Helen Fisher, Helen Heinrich, Lou Ravenhorst

Moved Sam Smith, Peter Solly – That the apologies be accepted c/d

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

- Email Helen Thomson re committee's roles achievements and goals
- Reopening

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 Sam Smith, Peter Solly - That the minutes of the September 17th Zoom meeting be confirmed as a true and accurate record c/d

Business Arising:

- Sept 30: Jeff Woodward submitted the grant application for the shipping container mural (Regional Arts Fund Relief Program). Thanks Jeff. We should know the outcome very soon
- Oct 10: Brad Weir dug the hole for the lamp post with his Dingo. Peter widened the hole by hand & made a concrete base for the post to sit on.
- Heather has been booked to do the electrical work on the lamp post next week – post installed Thursday October 22nd. Electrical work still to be completed
- Oct 14: Jenny emailed the text on our visitor brochure (retyped) to Ben Gosling so that he can redesign the brochure
- Jenny and Belinda wrote letters of support for the mural grant application

Correspondence In:
(Emails)

- Sept 22: Jeff Woodward to Peter & Jenny re update on grant application
- Sept 22: Jeff to Jenny re advice on letter of support
- Sept 24: Belinda Eckermann to Jenny re letter of support

- Oct 7: Argus account for AGM advertising
- Oct 14: Ben Gosling to Peter re designs for the Feather Flags
- Oct 14: Helen Thomson to Monica Revell re Council committee AGMs (most have not been held)
- Oct 14: Ben Gosling to Jenny re visitor brochure

Correspondence Out (Emails)

- Sept 22x2: Jenny to Jeff re update on grant application
- Sept 24x2: Jenny to Belinda re letter of support
- Sept 28: Jenny to Jeff re copy of Yurunga Committee letter of support
- Oct 5: Jenny to Garry Salt re need for maintenance on male carob tree
- Oct 8: Jenny to Council re copy of August Minutes
- Oct 14x2: Jenny to Ben Gosling re flags, visitor brochure & tourism card

Late Correspondence

- October 16: From Helen Thomson requesting information as an introduction to new councilors re the Committee's role, achievements and goals
- Oct 20: To Garry Salt re the male carob tree
- Oct 20: To and from Ally McGlashan – Trade Travel confirming cancellation of October 26th tour
- Oct 21: From Jeff Woodward, apology and report for October 22nd meeting
- Oct 22: From Garry Salt re male carob tree

Moved Sam Smith, Peter Solly – That the incoming correspondence be received and the outgoing endorsed. c/d

Reports:

Financial – Sam Smith (Treasurer)

- No transactions in the month of September
- Opening and closing balance \$11545.54 in working account

Moved Sam Smith, Peter Solly - That the financial report be received c/d

Hindmarsh Shire – Jeff Woodward emailed

- I submitted the application for the Creative Arts grant for the Shipping Container prior to closing date, as yet I have not heard if we have been successful or not.
- I will be working with Gary Salt to get the shipping container moved to the new location and installed as per building permit standards.
- I have updated the COVID-safe procedure document (not much change, mainly around mask wearing that wasn't captured in the first one), which is currently being reviewed for sign-off.
- Can you please let me know the feelings of the volunteers around when you would like to re-open.
- Albacutya Silo Art is still (hopefully) set to start 1st week November. Indications from my West Wimmera colleagues (with Garoke and Kaniva silos currently being

painted) is they have already seen a significant visitation to the area as people are keen to see the artworks develop.

Moved Peter Solly, Sam Smith - That the Hindmarsh Shire report be received c/d

General Business

- Update on grant application/container footings. This is being organized by Jeff Woodward and Garry Salt, Hindmarsh Shire.
- Update on lamp post. This was erected Thursday October 22nd. Electrical work is still to be completed. Thank you to Rob Koning for assisting Peter and Heather.
- Update on entrance/parking flags. Ben Gosling has provided designs. As this was supported at the last meeting, they will be ordered.
- Update on visitor leaflet. Ben Gosling has offered to redesign and is working on it. Jenny has provided re typed text to be included. We will get 100 printed, perhaps on better quality paper.
- Update on male carob tree. Garry Salt is working on it.
- New succulent garden bed. This will be reduced in size, preferably avoiding spikes.
- Harvest break. Our next meeting is January 28th
- Email from Helen Thomson re committee's roles achievements and goals. Jenny and Peter will prepare and submit this. Goals will include the shipping container mural integrating it with the art trail, the conservation management plan, the coach house restoration, general restoration.
- Reopening: Ultimately this will be determined by Victorian State Government and Hindmarsh Shire restrictions. We will contact all volunteers to determine their willingness to be available. As considerable interest is expected we may need to consider extra opening hours

Tentative Booking

March 22, 2021, Trade Travel (Mildura), Sisterhood Women's Travel, 11ppl & 2 crew for lunch & tour, 11.15am arrival, 1.15pm departure

Contact: Alexandra McGlashan 0403 611 195

Next Meeting: Thursday January 28, 2021

Please notify the Secretary or Chairperson of any agenda items asap before the meeting.

Meeting Closed 8:30pm

Dimboola Town Committee Minutes
1st February @ Dimboola Community Centre @ 7pm

Present: Jo Donnelly (JD,) Amanda Ingeme (AI), Kaylene Pietsch (KP), Phil Colquhoun (PC), Bill Eldridge (BE), Angela Hoy (AH), Debra Nelson (DN), Lou Catania (LC), Wendy Bywaters (WB), Jamie Ouy (JO), Chan Ouy (CO)

Apologies: Tony Schneider (TS), Sharyn Cook (SC), Rick Charlesworth (RC)

| | Item | Action | Whom |
|---|---|---|-------------|
| 1 | Welcome & apologies | Mvd PC 2 nd BE | |
| 2 | Minutes of last meeting | Mvd KP 2 nd PC | |
| 3 | Items arising last Minutes | Nil – AI & PC | |
| 4 | Further Items for the Agenda | Our of Session Endorsements, Lights on the Bridge | |
| 5 | Treasurer’s report | Amanda Ingeme presented the DTC Summary she has been keeping since we converted to an Advisory Committee Angela Hoy to email DTC a copy of our Financial Summary from the Hindmarsh Shire Ledger Summary from (AI): Mvd AI 2 nd JD | |
| 5 | Correspondence in/out | IN: Various emails from Phil King & the Building Inspector re Shelter on Banks of Soundshell Project Various emails from Shire re DTC converting to Advisory Committee, including confirmation of our “Terms of Reference” Various emails re COVID Restrictions / Limitations for meetings & events OUT: Various emails to Phil King & the Building Inspector re Shelter on Banks of Soundshell Project Various emails to Shire re DTC converting to Advisory Committee, including confirmation of our “Terms of Reference” Various emails to members re COVID Restrictions / Limitations for meetings & events Mvd KP 2 nd AI | |
| 6 | General business | | |
| | DTC Activity during COVID since last meeting March 2020 | No longer S86 Committee – now Advisory Council of the Hindmarsh Shire New Shelter to be built on the banks of the Dimboola Sound Shell – Permits all done & Max Baker to commence building very soon (Bruce Miller to erect the roof) Phil King has been working on the permits for the extension to the Sound Shell on DTC behalf – further info required (see reference later in minutes) Various members of the Community (DTC) have been working on extending / resurfacing the walking tracks of the Rec Reserve & larger area, & erecting Bollards etc | |

| | | | |
|--|---|--|-------------|
| | | <p>Memorial Plaques have been attached to the new seating along the walking tracks / along the river</p> <p>Working bee with various Dimboola & Districts Tennis Clubs to re-surface / fix the Public Tennis Courts near the Croquet Club. DTC provided a BBQ for all the workers as well.</p> <p>Some trees / shrubs were planted along the new "Avenue of Honour" walking path that goes from the Rec Reserve Ticket box up to the Skate park (Some need to be replaced – KP to organize)</p> <p>Tony Schneider put in 3 new Pedestrian Gates for access to the Rec Reserve walking track. 2 on Lloyd Street, & one on Park Street, near the corner of Lloyd Street. Thank you Tony!!</p> <p>Sensor lighting has been installed along the road within the Rec Reserve from the main gate, up to the Caravan Park (near the Croquet Club).</p> <p>DTC hosted a BBQ on behalf of the Hindmarsh Shire for Dimboola for "16 Days of Activism"</p> <p>Very successful Xmas Event for the Public at the Rec Reserve was organize at very short notice as COVID restrictions lifted enough to hold the event. Approx 200 people attended. (All COVID precautions were implemented) – Big thank you to the Shire & their local workers for helping us with the lead-up to the event.</p> | |
| | Items addressed at previous Hindmarsh Meeting on behalf DTC | <p>Request to lower the speed in the main street down to 40, due to the older demographic; and an extra Disability Parking bay on the Library side of Lloyd Street near the main Shopping area.</p> <p>These were brought up at the last Hindmarsh Meeting. The request for the speed limit reduction was forwarded to Vic Roads (it was discussed that there are not many precedents for 40km thru a town area – may not be successful). It was suggested that a request could be made to Emma Kealy or other Political members to strengthen our request on our behalf? JO suggested he could follow up? Angela Hoy advised that the Disability Parking bay will probably be close to the Library & that all parking around the library will need to be re-done.</p> | JO, AH |
| | DTC now Advisory Council to Hindmarsh Shire – Confirmation of Committee | <p>During COVID (as discussed earlier) all Victoria S86 Committee's were dissolved, and had the option of converting to various other options. At short notice, DTC decided to go with the option of an "Advisory Council" to the Hindmarsh Shire. Due to COVID, no meetings / AGM's were allowed to be held. This meeting addresses the Confirmation of the Committee.</p> <p>PC nominated Kaylene Pietsch as Chair Person. No other nominations. 2nd by BE. All in favour. Passed</p> <p>AI nominated Jo Donnelly as Secretary. No other nominations. 2nd by KP. All in favour. Passed.</p> <p>2 other office bearers. JD nominated Phil Colquhoun & Amanda Ingeme. No other nominations. 2nd by BE. All in favour. Passed.</p> <p>(It was noted that Councillor Bywaters abstained from voting)</p> | JD, DTC, AH |
| | Dimboola Sound Shell Extension | <p>Phil King has been working with the Building Inspector re the Building Application on the DTC behalf. A recent email from the Building Inspector has advised that there is still a lot of information that needs to be followed up on. JD to email PK as to what needs to be done, & get a copy of everything</p> | JD, PK, AH |

| | | | |
|--|--|--|------------|
| | | that has been sent through to Inspector. JD to then work with AH on progressing. (PK has been unwell lately, & it was suggested that DTC could help take responsibility of following up) | |
| | Update on BBQ Shelter on banks of Rec Reserve | We have the Green light from the Building Inspector, & Purchase Orders have been processed for Max Baker & Bruce Miller to commence work. Work will be commencing very soon. | |
| | Signage – entrance to Town | It was noted that we have a few signs in place advertising Dimboola that need re-doing. One coming into town from the Highway (Horsham Road) which has leaves/gumnuts at the top has been removed by TS. We have asked LC for some ideas on updating this one. (The previous sign had listed 3 attractions to Dimboola – did we still want to go with that?) Option may be to include details of Tourism Website for people to access / #. Lou to give us some ideas? JD to speak to TS & ask him to liaise with Lou It was also mentioned that there is another “Sad” Dimboola sign just over the railway line on High Street that needs re-doing. Lou asked for suggestions on this one too? JD to take a photo. Lastly, Darryl Hartwick has advised that he is happy to have a sign for Dimboola on his property – but it is within the 100km speed zone. (Keep this in mind) | JD, LC, TS |
| | Event Signage into town | JD has been talking to LC (& it was discussed in previous meetings last year) about updating the current entrance signs into town (One located in the Train Park on High Street, & the other on Nhill Rd before the Nursery) which currently have old/faded signs for various clubs etc on them. It was discussed that these could be revamped / updated & the bottom half of the sign could be used for upcoming events. Ideas welcome | DTC, LC |
| | Shade / Seating Options for popular area near Swimming / Boating Pontoon near Bridge | It was discussed that further Seating / Table and Shade option needs to be installed down near the Bridge in Dimboola (near the swimming/boating pontoon). It is a Very popular spot for families and visitors to town, and it has been noted that there is hardly any shade down there. People have to sit amongst the trees further down on the dirt. AH mentioned that the Shire is looking to install a new “Picnic Pod” into a prominent location in Dimboola – but would this be a suitable location. (AH to send an image of the Pod – JD to distribute to DTC Members). AH also mentioned that the vicinity of the area could be encompassed by the Riverside Caravan Park, so this could help with actioning this sooner? | AH, DTC |
| | Round 2 Community Action Grant – Cut-off 17 th Feb – ideas? | Round 2 of the Community Action Grant needs to be submitted by 17 th Feb 2021-01-22 3 categories: Event Sponsorship \$500 (Easter Event?) Minor Facility Upgrades \$2,000 – no suggestions Community Assistance \$1,000 (for projects outside these categories) – no suggestions JD to submit Event Sponsorship request for an Easter Event for the Town | JD |

| | | | |
|--|---|--|------------|
| | Anne Webster – Stronger Communities Programme Grant – Closes 22 nd March | JD brought this to everyone’s attention. \$150,000 per electorate. Grants will be given \$2,500 to \$20,000 per project. Any idea’s? JD to email a copy of the details to all attendees | JD |
| | Horsham Road Walking Track – from Motel | AH advised that for this to happen, it would need to be taken over by a “Committee of Management” and the Hindmarsh Shire would not be interested in taking it on. She advised that it would be possible for the DTC to take it on as the Committee of Management, and go from there? AH also advised that the Hindmarsh Shire submitted into the 2021/22 Budget paving on the other side of the road from the housing down to / past the Lutheran School. This could save on quite a high expenditure, but it would mean that people from the Motel would need to cross the road (80km zone) – but this could be a better option. Need to wait for the Budget to be released to see if this was adopted for the Budget. | DTC, AH |
| | Storage Ideas for DTC | DTC have assets / equipment / Xmas Decorations stored in various locations (PC’s Sheds, 2 rooms of the Dimboola Community Centre, etc) & would prefer to consolidate it all into the one location. AH mentioned that the CFA building could be an option (when they move to new location). – Unsure if this has already been earmarked for other options. Also it was brought up again about the GEB Shed/s near the Shire Depot. TS was looking into this for us? JD to follow up with TS any progress. | JD, TS |
| | Progress of “Walk of Fame” | PK and TS have been very busy starting on the installation of a “Walk of Fame” walkway within the Rec Reserve. A walking track has been made from the Ticket Box at the entrance to the Rec Reserve, down to the Skate Park. Seats have been installed, & trees planted along the path. JD to follow up with PK on the next stage & DTC involvement. | JD, PK, TS |
| | Future Projects - Ideas | A donation has been given to the DTC to go towards a shelter / seating at the old “Pony Club” down near the corner of Lloyd /Park Streets within the Rec Reserve. KP mentioned the option of setting up a few “Frisbee Golf” stations within the Rec Reserve. AH mentioned this could possibly be an option as well for within the Riverside Caravan Park? Park manager could organize Frisbees? KP to look into costings & advise. It was also mentioned there are quite a few interesting old “Sites” around town and on the outskirts of town that people aren’t aware what they are & their relevance to the Town. Option to look at erecting “Historical Plaques” at these locations? If anyone knows or sees any locations that this could apply – please let us know. | KP, DTC |
| | Gardening around Town | Jan Ballard was very hands-on over the years in maintaining a lot of the gardens around town. She is no longer able to continue this hard work. It was asked that if anyone sees anything (garden wise) that looks unattractive or needs attention, could they look at volunteering to help with weeding, etc. If they do any gardening work, and have garden waste from your work – leave in a neat pile where the Shire workers can collect, & advise them of where you have left it for them, when you see them | DTC |

| | | | |
|--|--|--|-------------|
| | Update on the “Old Pub” site Cnr Lloyd/Lochiel Streets | AI advised that work is under way on the Corner Block of the Old Pub site, & that it is scheduled for the opening to be on 2 nd July 2021. Graeme Schneider (who owns the block & has leased it to the town) has been erecting a fence over the last few days to Border the rest of his land to the Town Open Space area. Further fill will be delivered later this week, & work will be progressing over the next few months. Exciting times!! | |
| | Grainflow BBQ Trailer | Grainflow donated their BBQ trailer that we use often for BBQ’s etc, to the DTC. Ron Ismay has agreed to Sandblast / Powdercoat for us. PC will collect from current location, strip it down so that it can be worked on by Ron Ismay, & deliver to Rainbow to Ron. (It was discussed that PC needs to speak to Ron, & find out if the work could be completed before our Easter Event – if not, to hold off until after Easter) | PC |
| | Silo Art Options | It was discussed that the Silo Art Trail is very popular for Tourism at the moment, & that Dimboola are very interested in getting on board, but have looked at other options other than painting Silo’s. At previous meetings it was discussed about “Projecting” onto the Silo’s – so as to keep people in town overnight. A Group of the DTC met with Hanna French from Natimuk at the Imaginarium last month to discuss being involved in a Community Grant for a Projector that could be used within the Region for events etc. Dimboola submitted an “Expression of Interest” letter to accompany their Grant Request. It was thought that Projections could be done at various times through the year, at various locations (on walls, over the River on screens/sails, onto the Silo’s, onto the Train, etc) WB mentioned that Rainbow Community have a projector that could possibly be used? AH mentioned there is possibly an allocation of \$’s that have been earmarked for Dimboola re Silo Art Trail. JD to follow up with Jeff Woodward. | DTC, JD |
| | Easter Event | Due to COVID restrictions, it would be a good idea to have an Easter Event for the community. As discussed above, JD to submit a Grant request to Shire. KP mentioned she needs to order Easter Eggs now to get a good deal. KP to submit quote to JD, to send through to AH for Purchase order. Anyone interested in following anything up / ideas for Easter Event – please advise | KP, DTC, JD |
| | Out of Session Endorsement | AH mentioned it would be a good idea for DTC to endorse an Out of Session Endorsement process. All Agreed | DTC |
| | DTC to change from Advisory Council to the Hindmarsh Shire to being Incorporated | Angela Hoy & Wendy Bywaters left the meeting for the DTC to follow through on the discussion of DTC becoming Incorporated. It was discussed between members of the DTC the option of becoming Incorporated. Benefits were addressed, & aspects that would be less beneficial. All seemed in favour of being Incorporated DTC request that Hindmarsh Shire Council dissolve the Dimboola Advisory Council. JD moved that DTC become an Incorporated Not for Profit business. 2nd KP. All in favour. Moved. Name to be: Dimboola Town Committee Incorporated. | AH, JD, AI |

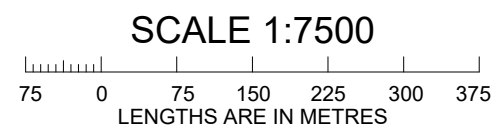
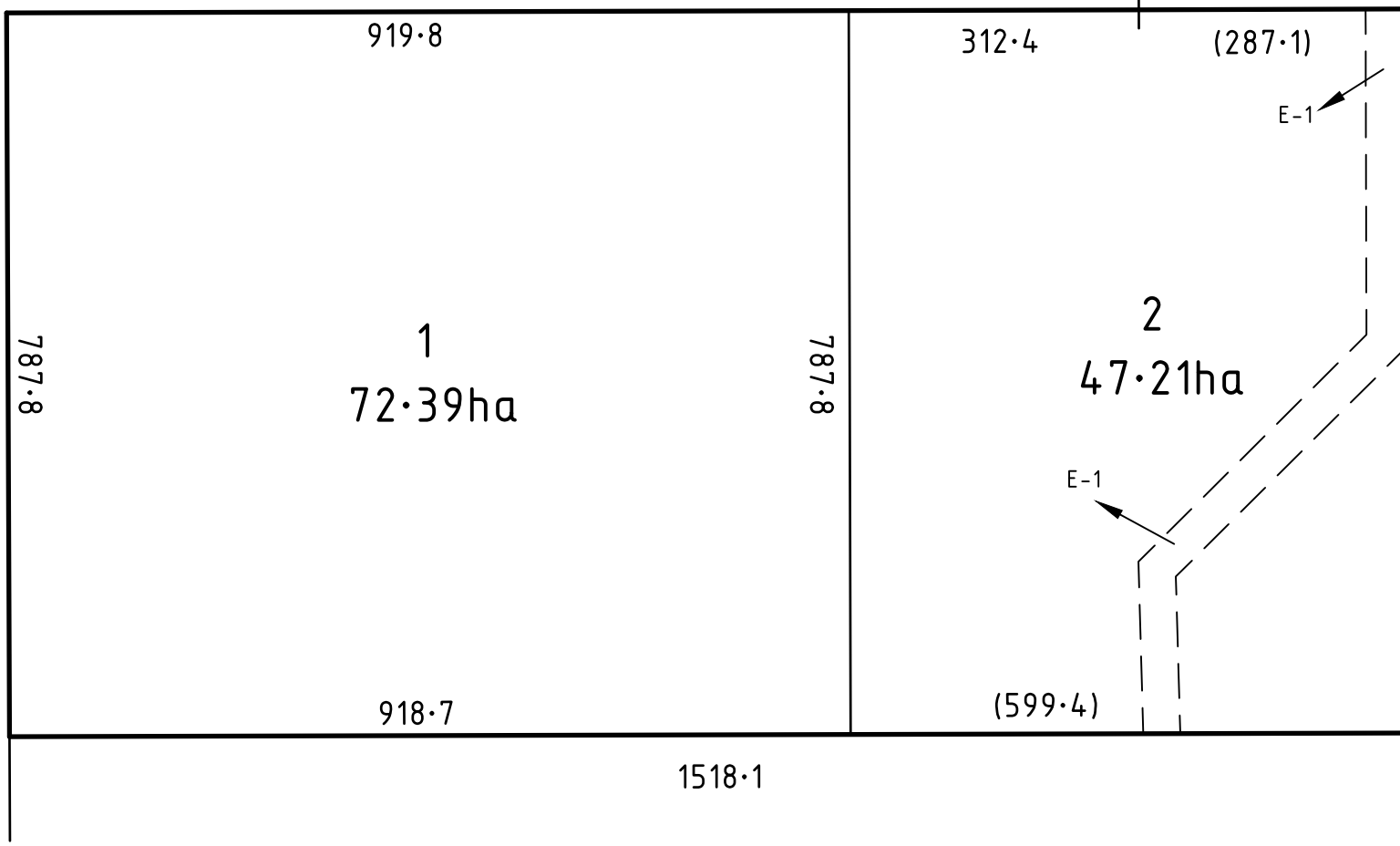
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| | | <p>JD nominated Kaylene Pietsch as President. No other nominations. 2nd AI. All in favour. Moved.</p> <p>KP nominated Phil Colquhoun as Vice President. No other nominations. 2nd JD. All in favour. Moved.</p> <p>PC nominated Jo Donnelly to incorporate the Dimboola Town Committee and become Secretary. No other nominations. 2nd by BE. All in favour. Moved.</p> <p>BE nominated Amanda Ingeme as Treasurer. No other nominations. 2nd by PC. All in favour. Moved.</p> <p>JD nominated Bill Eldridge and Sharyn Cook as ordinary members. No other nominations at this stage. 2nd KP. All in favour. Moved.</p> <p>Standard Model Rules to be adopted – and 30th June to be adopted as the “End of Financial Year”</p> <p>Once we have received notification from Hindmarsh Shire of dissolution of Dimboola Advisory Committee, JD will go ahead with becoming Incorporated.</p> <p>It was also discussed that the Dimboola Town Committee (as a Corporation) would be very open and appreciative of a Hindmarsh Shire representative attending our meetings on a regular basis; as the aim of the Dimboola Town Committee is to work cohesively with the Hindmarsh Shire, & value their input and experience.</p> <p>AI to look into Insurance for “Not for Profit” Corporation.</p> | |
| | Next Meeting | Monday 1 st March 2021 – 7.30pm at Dimboola Community Centre | |
| | Meeting Closed | Closed at 9.45pm | |



RODDA ROAD

KING ROAD 1232.2

GOVT. ROAD 787



NOTATIONS

THE DIMENSIONS SHOWN HEREON ARE APPROXIMATE AND ARE SUBJECT TO SURVEY.

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E-1= EXISTING WATER SUPPLY AND DRAINAGE
 EASEMENT IN FAVOUR OF STATE RIVERS AND
 WATER SUPPLY COMMISSION.

SURVEYORS REF.

H010620

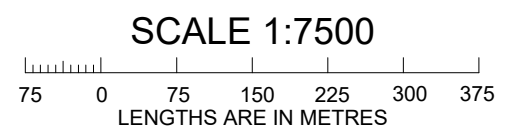
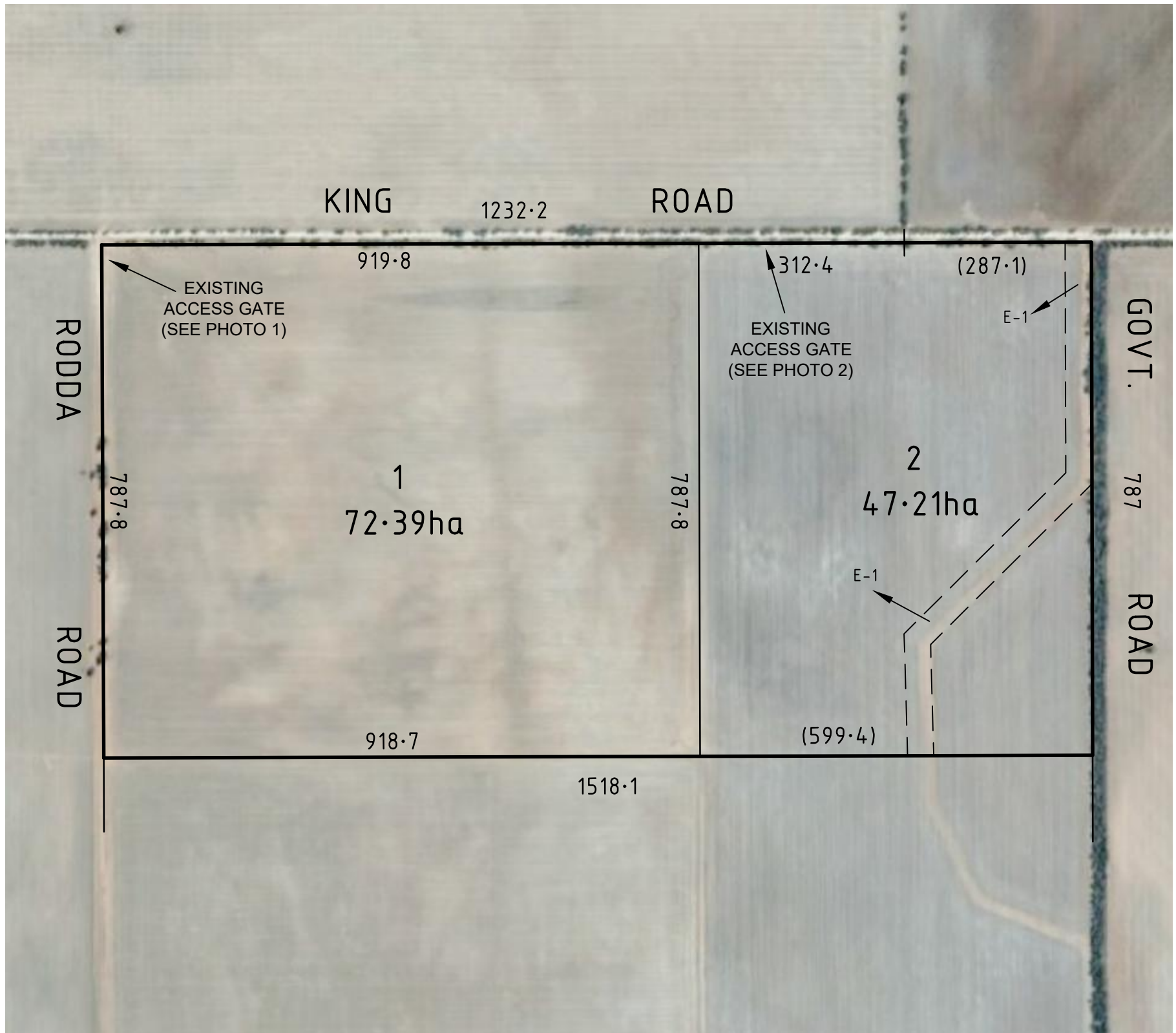
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OFFICE USE ONLY

ORIGINAL SHEET SIZE A3

PLAN OF PROPOSED SUBDIVISION

COUNTY OF LOWAN
 PARISH OF TARRANYURK
 CROWN ALLOTMENT 44 (PART)



NOTATIONS

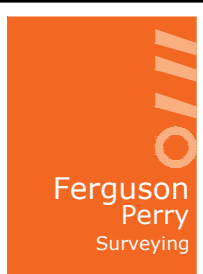
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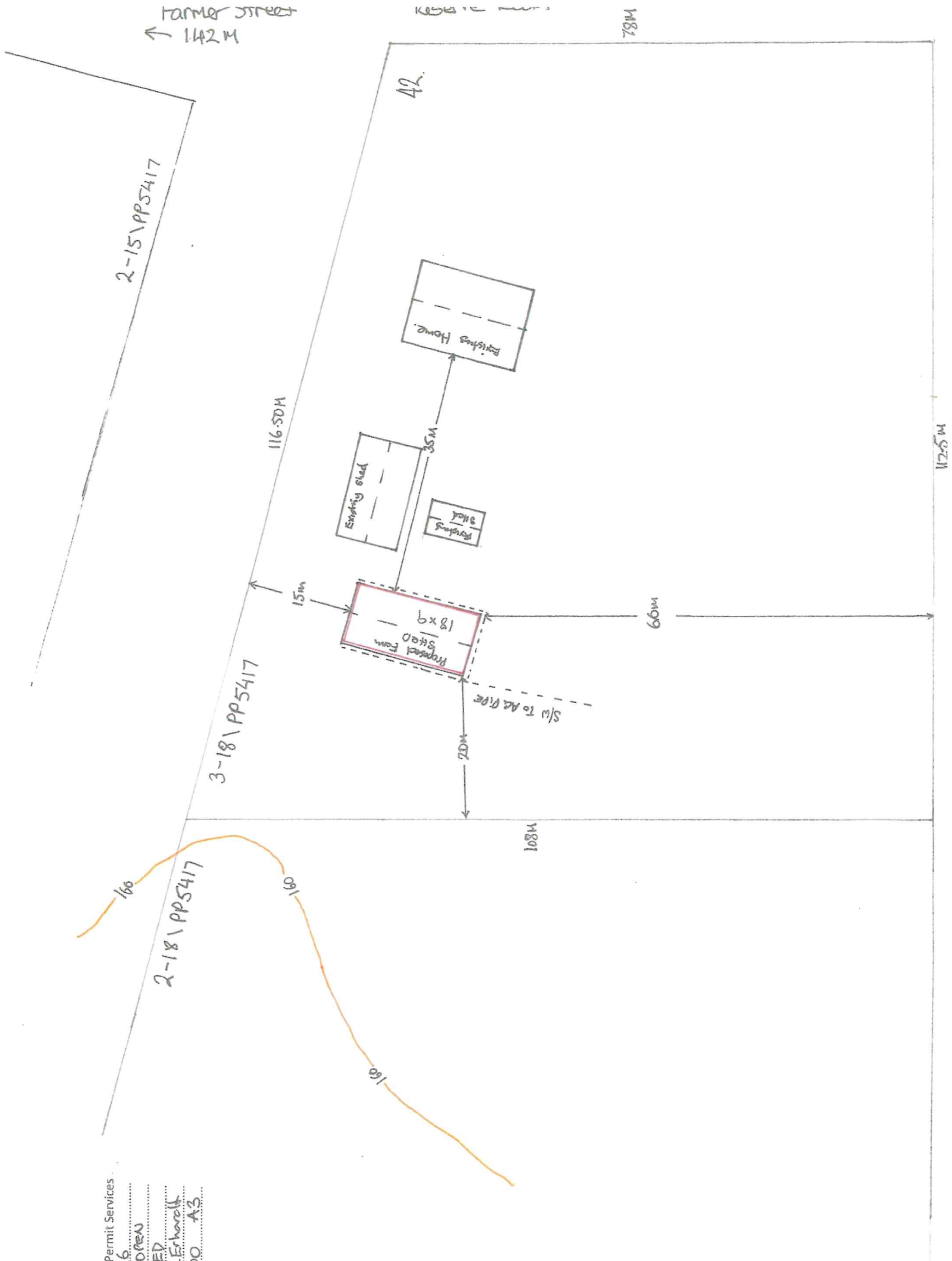
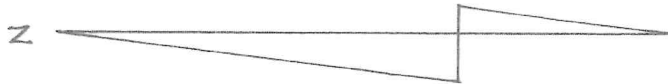
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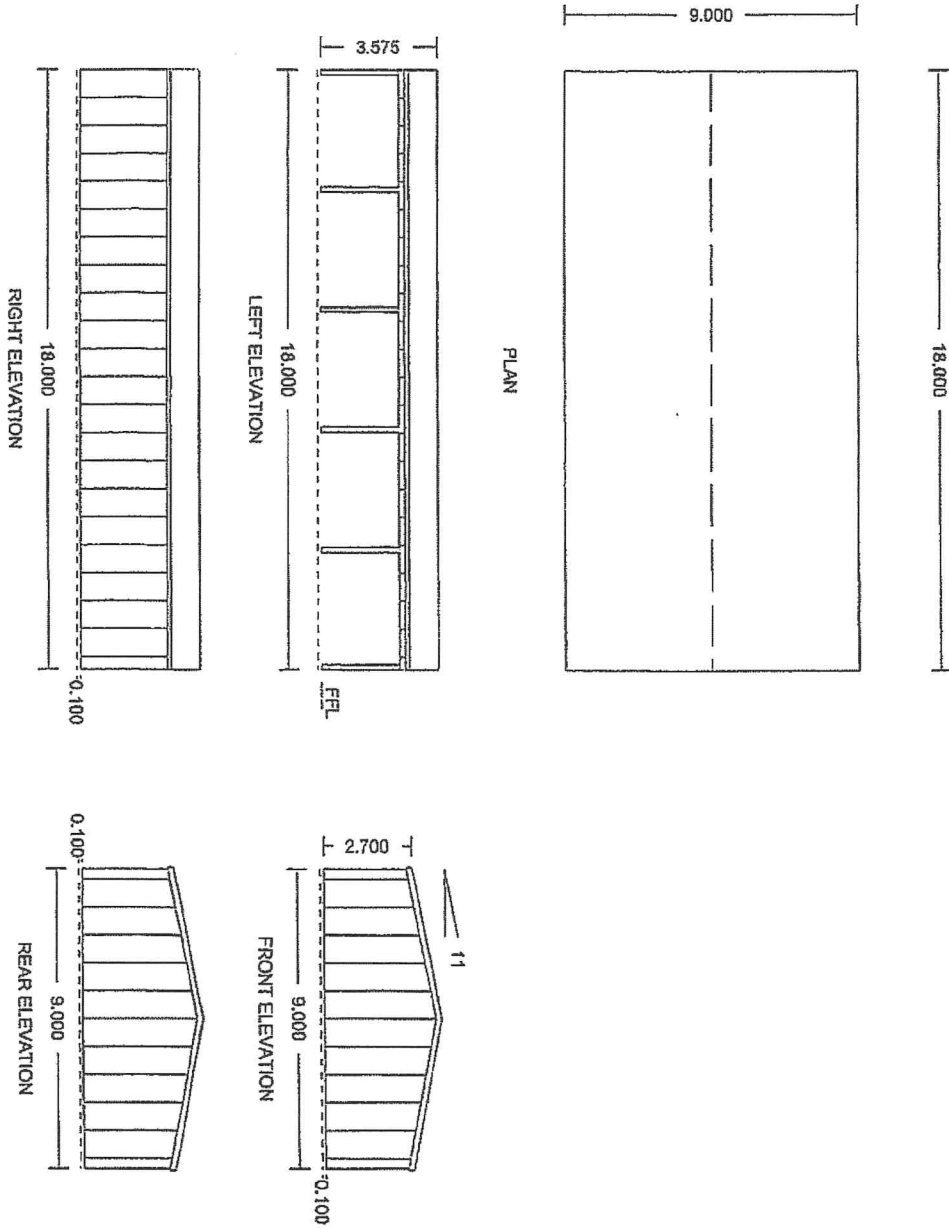
PLAN OF PROPOSED SUBDIVISION
 SHOWING EXISTING FEATURES

COUNTY OF LOWAN
 PARISH OF TARRANYURK
 CROWN ALLOTMENT 44 (PART)



10A Building Permit Services
 Job # R1616
 Site 9 x 18 DREN
 FARM SHED
 Drawn by B. Erhardt
 Scale 1:500 A3





x James Turrell

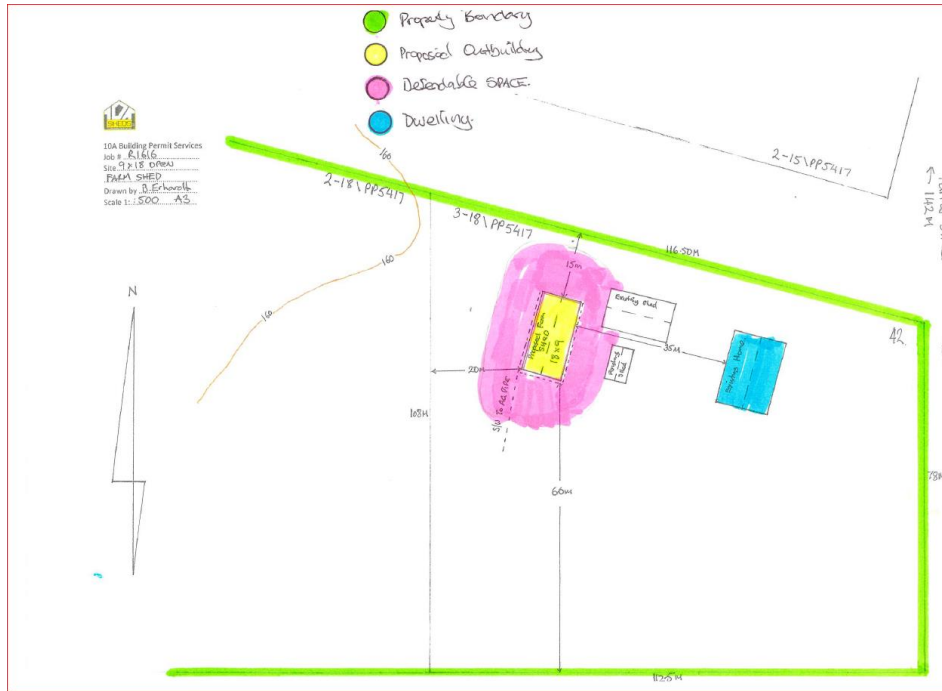
| | | |
|--|--------------------|-------------|
| PROPOSED Shed 9.000x18.000x2.700 | | |
| At 42 Reserve Road, Kiata | | |
| For Jim Turrell | | |
| Wall Colour - Zinc | Roof colour - Zinc | |
| Barge Colour - Zinc | | |
| Job No | Quote No QHO15728 | Scale 1:200 |
| All Work To Be In Accordance With Accompanying Engineers Details | | |

Eureka Garages & Sheds
 39 Dimboola Road Horsham Vic 3400

NOT FOR CONSTRUCTION

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Outbuildings Bushfire Management Plan – 42 Reserve Rd, Kiata 3418



Prepared By: 10A Building permit services

Version: Version 1

Date: 23/02/2021

Mandatory Condition

The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed

Bushfire Protection Measures

a) Defendable Space

Defendable space for a distance of 10 metres around the proposed building or to the property boundary, whichever is the lesser is provided and is managed in accordance to the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3 metres of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 2 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

b) Construction Requirement

- ✓ Non habitable outbuilding ancillary to a dwelling **is more** than 10 metres from a dwelling has **no** construction requirements.
- Non habitable outbuilding ancillary to a dwelling **is less** than 10 metres from a dwelling must meet the construction requirements of Table 7 to Clause 53.02-5.

Table 7 Outbuilding construction requirement

| Building construction condition |
|---|
| <p>The proposed outbuilding is separated from the adjacent building by a wall that extends to the underside of a non-combustible roof covering and:</p> <ul style="list-style-type: none"> ▪ has a FRL of not less than 60/60/60 for loadbearing walls and -/60/60 for non-load bearing walls when tested from the attached structure side, or ▪ is of masonry, earth wall or masonry-veneer construction with the masonry leaf of not less than 90 millimetres in thickness. <p>Any openings in the wall shall be protected in accordance with the following:</p> <ol style="list-style-type: none"> i. Doorways – by FRL -/60/30 self-closing fire doors ii. Windows – by FRL -/60/- fire windows permanently fixed in the closed position iii. Other openings – by construction with a FRL of not less than -/60/- <p>Note: Control and construction joints, subfloor vents, weepholes and penetrations for pipes and conduits need not comply with Item iii.</p> |