



ATTACHMENTS

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MINUTES OF THE COUNCIL MEETING OF HINDMARSH SHIRE COUNCIL HELD 23 JUNE 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

8. Reports Requiring a Decision

8.1 Adoption of Annual Budget 2021/2022 Incorporating Revenue and Rating Strategy

8.2 Melbourne Cup Day Public Holiday 2021

8.3 Unused Road, Parish of Ni Ni Woorak, North of Crown Allotments 1-13, Section 2 and West of Crown Allotment 1, Section 2

9. Council Committees

9.1 Dimboola Town Committee

9.2 Nhill Town Committee

10. Late Reports

11. Notice of Motion

12. Other Business

13. Confidential Matters

14. Meeting Closed

Crs R Ismay, M Albrecht, 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) and Ms Shauna Johnson (Executive Assistant), Mr Jeff Woodward (Tourism and Economic Development Officer)

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

Cr R Gersch

MOVED: CRS M Albrecht/D Nelson

That Cr Gersch's apology be noted.

CARRIED

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

A Councillor with a conflict of interest in an item on the Agenda must indicate that they have a conflict of interest by clearly stating:

- the item for which they have a conflict of interest;
- whether their conflict is **general** or **material**; and
- the circumstances that give rise to the conflict of interest.

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

No conflicts declared.

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on Wednesday 9 June 2021 via Zoom Meeting as circulated to Councillors be taken as read and confirmed.

MOVED: CRS M Albrecht/W Bywaters

That the Minutes of the Ordinary Council Meeting held on Wednesday 9 June 2021 via Zoom Meeting 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

No general correspondence.

7. PLANNING PERMITS

No planning reports.

8. REPORTS REQUIRING A DECISION
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8.1 ADOPTION OF ANNUAL BUDGET 2021/2022 INCORPORATING REVENUE AND RATING STRATEGY

Responsible Officer: Director Corporate and Community Services
Attachment Number: 2 – Annual Budget 2021/2022
3 – Budget Submission 1
4 – Budget Submission 2
5 – Budget Submission 3

Introduction:

This report presents the proposed 2021/2022 Annual Budget incorporating the Revenue and Rating Strategy for further consideration, consider submissions received and recommendation to adopt the Budget incorporating the Revenue and Rating Strategy.

Discussion:

At the Council meeting held on Wednesday 5 May 2021 Council resolved to approve the draft 2021/2022 budget incorporating the draft Revenue and Rating Plan for the purposes of public consultation in accordance with the *Local Government Act 2020*.

Advertisements were published in the Weekly Advertiser, Dimboola Banner and Nhill Free Press on Wednesday 12 May 2021, and the Rainbow Jeparit Argus on Thursday 13 May 2021. The preparation of the draft budget incorporating the Revenue and Rating Plan was also promoted on Council's Facebook page and website from 6 May, and included in Council's monthly and fortnightly newsletters.

Submissions

Council received 3 submissions in relation to the draft 2021/2022 budget incorporating the Revenue and Rating Plan.

The first submission was received from Tracey Bone of Nhill expressing how fantastic it was to see Park Street on the list. The submission also provided an idea for Council to consider opening up new blocks for development to build on. The submission suggested the block next to the tennis courts.

In response to this submission there are currently a number of blocks in Nhill that are zoned residential and could be built on. As part of the Council Plan development, consideration will be given to how Council can encourage development of vacant blocks.

The second submission was received from Dimboola Town Committee in relation to works on the Dimboola Soundshell at the recreation reserve. The Dimboola Town Committee have the necessary approvals and has allocated \$29,000 towards the project. The submission requests a contribution towards this project.

In response to this submission Council allocated \$8,500 in the 2016/17 budget towards this project. Funds have been carried forward from this budget allocation, and the balance available following Council covering the cost of the engineering assessment and building permits is proposed to be carried forward into 2021/2022. Council's budget also includes an allocation of \$7,500 for 2021/2022 for Dimboola Town Committee to use on priority projects.

The third submission was received from Wimmera Mallee Pioneer Museum in relation to the adopted Masterplan, and the limitations on the powers and functions in relation to undertaking advertising and marketing.

In response to this submission over the past couple of years Council's tourism and economic development officer has provided assistance with a number of grant applications that have unfortunately been unsuccessful including two applications through Museums Australia Victoria for a roving curator and an application through the Local History Grants program for recording local histories.

Council's tourism and economic development officer offered assistance to the committee with a successful grant application through the Local History Grant funding stream that was for a Collection Significance Assessment which was highlighted as a priority in the Master Plan. The outcome of this assessment will assist the committee to understand the significance of their collection which will guide setting up displays and exhibits as conceptualised by the master plan.

There are also a number of concepts in the Master Plan that require committee implementation prior to grant applications being submitted.

Council's tourism and economic development officer will continue to attend meetings and work with the committee on grant applications to implement the master plan.

Under the Instrument of Delegation (powers and functions) signed on 22 March 2021 the committee are able to undertake advertising and marketing for the Wimmera Mallee Pioneer Museum. This falls within the scope of item 4 'to facilitate Museum activities and events'. Council's tourism and economic development officer will provide assistance with media releases for events held.

Changes

The below changes have been made to the draft budget 2021/2022 incorporating the Revenue and Rating Plan.

Nelson Street Nhill footpath works has been replaced with Queen Street Nhill footpath following a request from Cr Albrecht and Nhill College. The footpath in Queen Street involves concreting a section where primary school students are dropped off / collected and will enable all abilities access from the disabled parking space in Queen Street to the school gates.

Following the unsuccessful grant application for Davis Park, grant income and expenditure has been removed from the budget. Council will continue to apply for grants and advocate for funding for this project.

Council has received additional funding from the State Government for Albacutya Bridge and Llew Schilling Silo Art project. The budget has amended to include the grant funding along with matching expenditure.

There have also been minor administrative changes including an explanation on the differential rates which was excluded from the draft budget. This information has been included in the budget for adoption.

Following the above changes cash and equivalents at 30 June 2022 remain at \$2.02m.

Rates and Charges

The rates and charges calculated for 2021/2022 are based on revaluation figures as at 1 January 2021. The Revenue and Rating Strategy includes differentials for farms and commercial/industrial properties (10 percent discount), recreational properties (50 percent discount), and non-farm vacant land (100 percent penalty).

For 2021/2022 the rate cap has been set at 1.5%. For the 2020/21 year it is proposed that general rates and municipal charge increase in line with the Essential Services Commission (ESC) calculation method, which applies the increase to the average rates payable per assessment.

For 2021/2022 the proposed total rates and charges are \$9.21 million. These rates and charges will go toward maintaining service levels and delivering on capital works programs.

The following table summarises the rates to be determined for the 2021/2022 year. A more detailed analysis of the rates to be raised is contained in the budget document Item 4.1.1 Rates and Charges.

Type or class of land		Budget 2020/2021 \$	Budget 2021/2022 \$	Change
Residential	Cents/\$ CIV	0.46641	0.38926	-16.54%
Farm Land	Cents/\$ CIV	0.41977	0.35033	-16.54%
Business, Industrial & Commercial Land	Cents/\$ CIV	0.41977	0.35033	-16.54%
Recreational and Cultural Land	Cents/\$ CIV	0.23321	0.19463	-16.54%
Urban Vacant Land	Cents/\$ CIV	0.93283	0.77851	-16.54%
Municipal charge	\$/ property	\$200	\$200	0.00%
Kerbside waste / recycling collection charge	\$/ property	\$386	\$393	1.81%

General waste charge	\$/ property	\$13	\$13	0%
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Under section 11(a) of the Valuation of Land Act 1960 Council are required to make a general valuation of ratable land within an area as at 1 January each calendar year. The previous valuation for the Shire was 1 January 2020.

Council's property valuations are undertaken by the Valuer General who has subcontracted the services to Preston Rowe Patterson (PRP). PRP has officially returned the final revaluation data for use in Council's 2021/22 rating period.

Council must adopt the 2022 General Revaluation of all ratable properties within the Shire. The general revaluation has been completed in accordance with section 13DC(1) of the Valuation of Land Act 1960.

Valuations for ratable properties within Hindmarsh Shire Council have increased / decreased as follows:

- Residential 4.27% increase
- Commercial / Industrial 2.14% increase
- Rural 27.03% increase
- Urban Vacant Land 13.75% increase

While Council proposes a rate increase that is in line with the 1.5% cap, as Council rates are based on property valuations, revaluation will mean the actual rate increases experienced by individual ratepayers will differ.

A revaluation means rates increases are impacted by the average rate increase (1.5%) and the property valuation increases of individual properties relative to the average across the municipality. If properties increase by more in value than the Hindmarsh average, rates will increase by more than 1.5%, while properties with values increasing by less than the average will experience a rates increase of less than 1.5% or even a reduction from the previous year.

Rates notices will be issued in August 2021 reflecting the change in property values. Rate payers who feel their property has been incorrectly valued are able to lodge objections within two months after the issues of the rates notice. Objections are considered by PRP.

Capital Works

The 2021/2022 budget includes capital works expenditure of \$12.80m. A number of larger grant funded projects are budgeted to be completed during 2021/2022 including:

- Albacutya Bridge \$3.5m and Albacutya Road widening \$509,923.
- Cabins at Dimboola, Jeparit and Rainbow Caravan Parks \$600,000 (subject to successful grant application).

- Silo Art Project including Llew Schilling Silo \$1.4m.
- Nhill Library upgrade \$110,000.

Key Initiatives

The key initiatives for the 2021/2022 financial year are outlined below. Further details are included in the relevant sections of the budget document.

Community Infrastructure

- Funding obtained through the Local Roads and Community Infrastructure Round 2 funding will enable Council to undertake works on Community Infrastructure including:
 - Jeparit Camp Kitchen;
 - Nhill Tennis Club Rooms;
 - Rainbow Library Park linking Rainbow Library and Oasis;
 - Rainbow Lake; and
 - Davis Park.
- \$10,000 in recurrent and \$50,000 in capital as seed funding for grant opportunities arising during the year.
- \$6,500 to install pedestrian safety fencing at the Nhill Early Years Centre to reduce the risk of a child running directly onto the road.
- \$60,000 to install new solar heating at the Rainbow Swimming Pool due to the existing solar heating not working.

Tourism Development

- \$12,000 to support the Rainbow Desert Enduro in August 2021.
- \$10,000 to support the Peter Taylor Memorial Barefoot Tournament in February 2022.
- \$15,500 Advertising and Marketing.
- \$21,000 implementation of Nhill Streetscape Master Plan initiatives.
- \$20,000 to update the ensuites at the Riverside Holiday Park in Dimboola.

Economic Development:

- Business Assistance Grants. The Business Assistance Grants Program (BAGP) aims to support local businesses expanding their operations or to support new businesses, large and small, to establish in the Shire. It will provide assistance to offset costs associated with expanding or establishing a business in Hindmarsh Shire. \$20,000 has been included in the 2021/22 budget for this project.

Empowered Communities

- \$7,500 to each of the Shire's four Town Committees. This funding can be used as seed funding for grants that will fund works important to the community in each town. In its fourth year, this funding has enabled some fantastic projects in our towns since its inception.

- Hindmarsh Youth Council funding of \$10,000 to allow this successful initiative to continue.
- \$20,000 to its Community Action Grants which will enable community groups to apply for funding for events, minor facility upgrades, small equipment and community assistance.
- \$2,000 to support the Nhill Friday Fiestas in February 2022.

Infrastructure

- Kerb & Channel: Western Highway Median Maintenance Nelson Street \$57,925; Elgin Street, Nhill \$150,227; Scott Street, Jeparit \$128,076; Park Street, Nhill (\$219,569)
- Reseals and Final Seals: Council will undertake reseal and final seal projects totalling \$787,722 in 2021/22. These include: Lorquon Palm Road, Lorquon; Antwerp Woorak Road, "S Bend"; Antwerp Warracknabeal Road, Antwerp; Charles Street, Jeparit; Netherby Baker Road, Netherby; Jeparit East Road, Jeparit; Hindmarsh Street, Dimboola; Salisbury Woorak Road, Nhill.
- Sealed Road Construction: Council will undertake sealed road construction projects totalling \$1.066m in 2021/22. These include: Wimmera Street, Dimboola; Antwerp Woorak Road, Nhill; Kiata North Road, Kiata; Albacutya Road, Rainbow.
- Road Resheet Projects: Council will undertake 7 resheet projects during 2021/22 totalling \$493,729. These include Boundary Road in conjunction with West Wimmera Shire; Lorquon Cemetery Road, Nhill; Horsham Road, Dimboola; Arkona Katyil Road, Dimboola; Propodollah Road, Nhill; Stasinowsky Road, Rainbow; Antwerp Katyil Road, Dimboola.
- Footpaths: Footpath projects totalling \$179,525 will be undertaken during 2021/22. These include: Lake Street, Rainbow; Wimmera Street, Dimboola; Roy Street, Jeparit; Nelson Street, Nhill; Railway Street, Rainbow; Hindmarsh Street, Dimboola.

Options:

Having prepared the proposed budget incorporating the Revenue and Rating Plan and received written submissions from the community Council must now adopt the Budget for 2021/2022.

Link to Council Plan:

The Annual Budget provides the funding for Council to undertake its initiatives and activities proposed in the Council Plan's four key result areas. Each program in the Budget contains a statement about how the program will contribute to the initiatives and strategies detailed in the Council Plan 2017-2021.

Financial Implications:

The 2021/2022 Budget is consistent with the parameters set out in Council's ten-year financial plan.

Risk Management Implications:

The preparation of the Budget and Revenue and Rating Plan is a statutory requirement under the *Local Government Act 2020*.

Conflict of Interest:

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

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

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

Communications Strategy:

Council must give notice of the adoption of the Budget 2021/2022 incorporating the Revenue and Rating Plan. A public notice will be inserted in the Dimboola Banner, Rainbow Jeparit Argus, Nhill Free Press and Weekly Advertiser advising of the adoption of the Budget 2021/2022.

Copies of the adopted Budget incorporating the Revenue and Rating Plan will be placed on Council's website and hard copies will be made available from Hindmarsh Shire Council Customer Service Centres.

A copy of the Budget 2021/2022 incorporating the Revenue and Rating Plan will be sent to the Minister for Local Government.

RECOMMENDATION:

That having considered submissions to the proposed 2021/2022 Budget, Council:

- 1. adopts the 2021/2022 Budget incorporating the Revenue and Rating Plan pursuant to the Local Government Act 2020;***
- 2. gives public notice of the adoption of the 2021/2022 budget incorporating the Revenue and Rating Plan, and makes available for public inspection on Council's website and at Council Customer Service Centres;***
- 3. acknowledges the contribution of submitters to the budget process, and thanks them for their contribution;***
- 4. authorises officers to notify in writing, each person who has made a formal submission to the budget process; and***
- 5. implements the differential rates and fees and charges as detailed in the 2021/2022 annual budget.***

MOVED: CRS B Ireland/D Nelson

That having considered submissions to the proposed 2021/2022 Budget, Council:

- 1. adopts the 2021/2022 Budget incorporating the Revenue and Rating Plan pursuant to the Local Government Act 2020;***
- 2. gives public notice of the adoption of the 2021/2022 budget incorporating the Revenue and Rating Plan, and makes available for public inspection on Council's website and at Council Customer Service Centres;***
- 3. acknowledges the contribution of submitters to the budget process, and thanks them for their contribution;***
- 4. authorises officers to notify in writing, each person who has made a formal submission to the budget process; and***
- 5. implements the differential rates and fees and charges as detailed in the 2021/2022 annual budget.***

CARRIED

Attachment Number: 2 – 5

8.2 MELBOURNE CUP DAY PUBLIC HOLIDAY

Responsible Officer: Chief Executive Officer

Attachment Number: 6

Introduction:

This report outlines the procedure and options for the declaration of substitute public holidays for Melbourne Cup Day 2021.

Discussion:

In 2011, the Victorian Government amended the *Public Holidays Act 1993* to give regional Councils the ability to request alternative local public holiday arrangements in lieu of Melbourne Cup Day. Council need to make the request at least 90 days prior to Melbourne Cup Day.

The Public Holidays Act 1993 section 8A(1) states:

Council may request substitute holiday for Melbourne Cup Day

- (1) A non-metropolitan Council may request in writing that the Minister make a declaration under section 8(1)—*
 - (a) that the day appointed under section 6 being the first Tuesday in November (Melbourne Cup Day) is not in a specified year such a public holiday in the whole or any part of the municipal district of that Council; and*
 - (b) that another day or 2 half-days (one half-day of which may be Melbourne Cup Day) be appointed as a public holiday or 2 public half-holidays in that year.*

- (2) *A request under subsection (1) must—*
- (a) *be made at least 90 days before the Melbourne Cup Day to which the request relate; and*
 - (b) *specify the day or 2 half-days of the substituted public holiday; and*
 - (c) *specify the reasons for making the request.*
- (3) *In making a declaration on a request under subsection (1), the Minister must not appoint a Saturday or a Sunday as a public holiday or a public half-holiday.*
- (4) *A public holiday or 2 public half-holidays appointed under section 8(1) on a request under subsection (1) in respect of part of a municipal district of a Council applies or apply only in that part of the municipal district.*

Since 2012, Hindmarsh Shire Council has successfully applied to the Minister for Small Business for substitute public holidays to Melbourne Cup Day for the Rainbow and Nhill agricultural shows, as these are held each year on weekdays. Dimboola and Jeparit districts continued to take Melbourne Cup Day as a public holiday, as their respective agricultural shows fall on a weekend.

Following the cancellation of 2020 agricultural shows in Hindmarsh Shire and COVID-19 still being a pandemic officers contacted the show societies to determine if 2021 agricultural shows are being planned.

The show societies have indicated they are planning to hold agricultural shows in 2021 on the following dates:

Rainbow	Tuesday 12 October 2021;
Nhill	Thursday 14 October 2021;
Dimboola	Saturday 16 October 2021;
Jeparit	Sunday 17 October 2021.

The Nhill Show public holiday incorporates the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert.

The Rainbow show public holiday incorporates the localities of Rainbow, Albacutya and Kenmare.

Options:

Council has several options to consider:

1. Council may choose not to nominate any substitutes and Melbourne Cup Day will automatically apply as a public holiday for the whole Shire on the first Tuesday in November;
2. Nominate a substitute public holiday for the whole Shire;
3. Nominate substitute public holidays in each part of the Shire; or
4. Parts of the Shire take Melbourne Cup Day on the first Tuesday of November and other parts of the Shire nominate a substitute public holiday.

Link to Council Plan:

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

Financial Implications:

No Financial Implications.

Risk Management Implications:

There are no risk management implications.

Relevant legislation:

Public Holidays Act 1993 section 8A(1)

Community engagement:

Council officers have liaised with the show societies. By providing a public holiday for the Rainbow and Nhill Show this will allow community members to attend.

Gender equality implications:

A gender impact assessment was completed. Substituting the public holiday will allow community members the ability to attend their local agricultural society.

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 – Greg Wood, Chief Executive Officer

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

Author – Monica Revell, Director Corporate and Community Services

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

Communications Strategy:

Advertisements will be placed in each of the local papers following approval of the Gazettal by the Minister for Small Business.

RECOMMENDATION:

That Council writes to the Minister for Small Business expressing a preference for the following:

- 1. A substitute public holiday in lieu of Melbourne Cup Day for Rainbow Show (Tuesday 12 October 2021) for the localities of Rainbow, Albacutya and Kenmare within the Shire;***
- 2. A substitute public holiday in lieu of Melbourne Cup Day for Nhill Show***

(Thursday 14 October 2021) for the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert within the Shire; and

3. Melbourne Cup Day for the remainder of the Shire.

MOVED: CRS D Nelson/W Bywaters

That Council writes to the Minister for Small Business expressing a preference for the following:

- 1. A substitute public holiday in lieu of Melbourne Cup Day for Rainbow Show (Tuesday 12 October 2021) for the localities of Rainbow, Albacutya and Kenmare within the Shire;***
- 2. A substitute public holiday in lieu of Melbourne Cup Day for Nhill Show (Thursday 14 October 2021) for the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert within the Shire; and***
- 3. Melbourne Cup Day for the remainder of the Shire.***

CARRIED

Attachment Number: 6

8.3 UNUSED ROAD, PARISH OF NI NI WOORAK, NORTH OF CROWN ALLOTMENTS 1-13, SECTION 2 AND WEST OF CROWN ALLOTMENT 1, SECTION 2

Responsible Officer: Director Infrastructure Services

Introduction:

This report seeks Council's decision to declare Crown Allotments 1-13, Section 2 and west of Crown Allotment 1, Section 2 not required for public traffic and to notify the Department of Environment, Land, Water and Planning (DELWP) of this decision.

Discussion:

The consultant for the owner of 30 Woorak Ni Ni Lorquon Road has advised Council that they have received approval from DELWP to lease the Titles adjacent to their property so that they can develop the site for the Use and Development of a poultry farm (egg production). This development requires a planning permit which would be the subject to a future council decision.

The offer of Licence from DELWP is subject to payment of Licence Fees and a decision from the relevant Council that the roads are not required for public traffic.

It is recommended that Council sign the DELWP Schedule 4 under Section 400 of the

Land Act 1958, giving notice that the roads described in the Schedule are considered by Council not to be required for public traffic and are therefore unused roads.

The roads are shown below in blue.



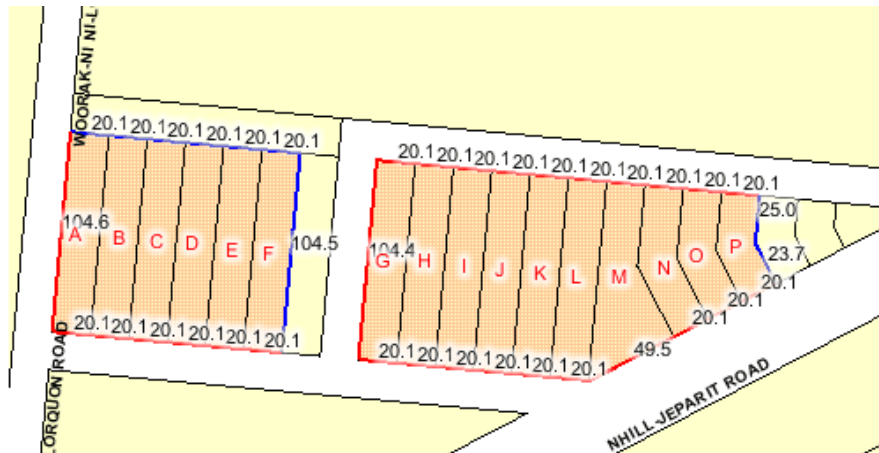
The northern end of one of the existing buildings sits on the crown land reserve, as does the main vehicle access to the site.

Map 2: Permit Area



Where that building is sited and the vehicle access should be part of any planning application, therefore Land Owner Consent from DELWP is required before the application process can proceed.

The applicant owns 16 of the parcels shown below as A to P that are bisected by the road reserve.



Council Officers have visited the site to inspect the un-used roads. Two photos have been included below.

View looking east along northern boundary – photo taken from the west showing processing plant.



View looking north towards the north/south unused road reserve.



Council Officers have checked the MyData Asset Management system and found that the road reserves are not listed on Council's Road Register.

Options:

1. Council can approve the request and sign the DELWP Schedule 4 under Section 400 of the Land Act 1958, giving notice that the roads described in the Schedule are considered by Council not to be required for public traffic and are therefore unused roads.
2. Council can refuse the request and instead notify DELWP that the roads described in the Schedule are considered by Council to be required for public traffic.

Link to Council Plan:

Strategic Objective 3.1.4: Facilitate business and social enterprise incubators, workshops and training.

Financial Implications:

Nil.

Risk Management Implications:

Given the road reserves are currently un-used there does not appear to be any risk implications in declaring the roads as not required for public traffic.

Community engagement:

Given the roads are un-used and not on Council Register no community engagement has been undertaken.

Gender equality implications:

A Gender impact assessment was completed and found to have no impact given the road is unused.

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

Communications Strategy:

The decision will be notified to the Applicant.

Next Steps:

The Author will notify the Applicant of the decision.

RECOMMENDATION:

That Council approves the request and signs the DELWP Schedule 4 under Section 400 of the Land Act 1958, giving notice that the roads described in the Schedule are considered by Council not to be required for public traffic and are therefore unused roads.

MOVED: CRS W Bywaters/B Ireland

That Council approves the request and signs the DELWP Schedule 4 under Section 400 of the Land Act 1958, giving notice that the roads described in the Schedule are considered by Council not to be required for public traffic and are therefore unused roads.

CARRIED

9. COUNCIL COMMITTEES

9.1 DIMBOOLA TOWN COMMITTEE

Responsible Officer: Director Corporate and Community Services
Attachment Number: 7

Introduction:

The Dimboola Town Committee held its meeting on 7 June 2021. The purpose of this

report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Dimboola Town Committee meeting held on 7 June 2021.

MOVED: CRS W Bywaters/B Ireland

That Council notes the minutes of the Dimboola Town Committee meeting held on 7 June 2021.

CARRIED

Attachment Number: 7

9.2 NHILL TOWN COMMITTEE

Responsible Officer: Director Corporate and Community Services

Attachment Number: 8

Introduction:

The Nhill Town Committee held its meeting on 17 May 2021. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Nhill Town Committee meeting held on 17 May 2021.

MOVED: CRS M Albrecht/D Nelson

That Council notes the minutes of the Nhill Town Committee meeting held on 17 May 2021.

CARRIED

Attachment Number: 8

10. LATE REPORTS

11. NOTICES OF MOTION

12. OTHER BUSINESS

13. 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*

No confidential reports.

15. MEETING CLOSE

There being no further business, Cr R Ismay declared the meeting closed at 3:19pm.



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Office: 289 Baillie St, Horsham 3400
Postal: PO Box 841, Horsham 3402
Phone: (03) 53810122
Email: eo@llen.com.au

21 June 2021

Mr Greg Wood
CEO
Hindmarsh Shire Council
92 Nelson St
Nhill
Vic 3418

Dear Greg,

On behalf of the Wimmera Southern Mallee Local Learning and Employment Network and young families across the Hindmarsh Shire, I would like to thank the Hindmarsh Shire Councillors and management team for the significant contribution of \$2,000 towards the Let's Read Hindmarsh program in FY 2021.

The work and resources that you and your team are directing to the early years is changing young lives and setting the children up for success in education and life. Thank you for being a great champion of the early years' sector and young families.

The Child and Maternal Health Nurses distributed more than 100 Let's Read bags in the Hindmarsh Shire in 2020. More than 1260 Let's Read bags have been given to Hindmarsh Shire families since the inception of the program in 2014.

The benefits of literacy are well known, including supporting improved health, education and life outcomes. This program ensures that parents have the support, encouragement and resources to read daily to their children, from birth. As 90% of brain development occurs by age 5, it is critical that we ensure that there are books and resources in every young family's home. This is particularly important for those families who struggle with literacy or suffer disadvantage.

Please pass on our thanks and appreciation to all involved, and we look forward to working with Hindmarsh Shire Council and other partners to ensure that all children get the support and education they need to become valuable members of our local communities.

Yours sincerely,

A handwritten signature in black ink that reads 'Tim Shaw'.

Tim Shaw
Executive Officer
Wimmera Southern Mallee LLEN



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

28 June 2021

The Hon. Shaun Leane
Minister for Local Government
Level 16
121 Exhibition Street
Melbourne
Victoria 3000
Email: OfficeMinLeane@ecodev.vic.gov.au

Dear Minister

Re: Annual Budget 2021/2022 incorporating Revenue and Rating Plan

At its meeting held on Wednesday 23 June 2021, Hindmarsh Shire Council formally resolved to adopt the Hindmarsh Shire 2021/2022 Budget incorporating Revenue and Rating Plan.

The adoption of the Council Budget incorporating Revenue and Rating Plan were in accordance with the Local Government Act 2020. The adoption followed a period for public submissions. Council considered 3 submissions received prior to the adoption of the budget. There were no submissions for the Revenue and Rating Plan.

Please find attached a copy of the Hindmarsh Shire 2021/2022 Budget incorporating Revenue and Rating Plan.

Please do not hesitate to contact Monica Revell, Director Corporate & Community Services, on 03 5391 4444 or email mrevell@hindmarsh.vic.gov.au if you require any further information.

Yours sincerely

Greg Wood
Chief Executive Officer



Hindmarsh
Shire Council

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28 June 2021

The Hon. Jaala Pulford
Minister for Small Business
Minister for Employment
Minister for Innovation, Medical Research and the Digital Economy
Level 16, 121 Exhibition Street
MELBOURNE VIC 3001
Email: jaala.pulford@parliament.vic.gov.au

Dear Minister

Re: Public Holiday arrangements in lieu of Melbourne Cup Day 2021

At its meeting on Wednesday 23 June 2021, Council resolved to request the following alterations to public holiday arrangements within Hindmarsh Shire:

1. A substitute public holiday in lieu of Melbourne Cup Day for Rainbow Show (Tuesday 12 October 2021) for the localities of Rainbow, Albacutya and Kenmare within the Shire;
2. A substitute public holiday in lieu of Melbourne Cup Day for Nhill Show (Thursday 14 October 2021) for the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert within the Shire; and
3. Melbourne Cup Day for the remainder of the Shire.

Your approval to these dates is sought and subsequent advertising in the Government Gazette would be appreciated.

Please contact me via email gwood@hindmarsh.vic.gov.au or by telephone on 03 5391 4444 should you have any queries.

Yours sincerely

Greg Wood
Chief Executive Officer



Hindmarsh
Shire Council

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Fax: (03) 5395 1436

28 June 2021

Julie Woolcock
Secretary/Treasurer
Nhill Agricultural & Pastoral Society
PO Box 80
NHILL VIC 3418
Email: nhillap.secretary@gmail.com

Dear Julie

Re: Public Holiday request for Nhill Show Day

Thank you for your letter dated 12 June 2021 requesting a public holiday for Nhill and surrounding districts for Nhill Show Day in lieu of Melbourne Cup Day public holiday.

At its meeting on Wednesday 23 June 2021, Council resolved to write to the Minister for Small Business requesting that a substitute public holiday in lieu of Melbourne Cup Day for Nhill Show (Thursday 14 October 2021) for the localities of Broughton, Yanac, Netherby, Lorquon, Nhill, Glenlee, Kiata, Gerang Gerung and Little Desert within the Shire.

Council has written to the Minister for Small Business and is awaiting official confirmation. We will notify you when a response has been received.

If you have any questions, 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

28th June 2021

Overview

The Dimboola Town Committee requests \$8,000 (GST inclusive) from the Hindmarsh Shire Council to cover event expenses associated with the inaugural Dimboola Steampunk Festival to be held on September 4, 2021.

This submission has been prepared following a meeting with Hindmarsh Shire representatives (Monica Revell and Aiden Dent), Dimboola Town Committee representatives (Chan Uoy and Jo Donnelly) and event volunteer (Pru Cook) on June 26, 2021.

What we plan to do

This event, managed by the Dimboola Town Committee, will:

- Officially launch 'The Wimmera', a coffee table book by Ten Bag Press. The Mallee version of the book was released last year and needed additional copies to be reprinted after all 3,000 copies in the initial print run sold.
- Officially open the new community park on the former Dimboola Hotel site. The park's new name will be announced and a short-film documentary about the former pub will be premiered. The film is produced by Wotjobaluk and Ngarrindjeri woman and Dimboola resident, Tracey Rigney who also wrote the foreword for 'The Wimmera' book.
- Host a night market, with stalls representing small business owners from across the Wimmera, creating a 'Towns of the Wimmera Expo'. Confirmed businesses include the Puppet Shop and Heartfelt's café in Kaniva to showcase the West Wimmera, Rupanyup Living will work with the Wimmera Grain Store to showcase the produce of the area and Harrow will create a cricket pitch to promote their Cricket Museum and have the Light and Sound show characters present on the night. Other towns that have shown interest include Donald, Warracknabeal, Nhill, Jeparit, Rainbow, Edenhope and Murtoa.
- Host a costume exhibition, live music, theatrical performances, steam tractor and engine demonstrations, a classic car display and food trucks/stalls (including food from the Karen Community in Nhill).

To create further interest outside the Wimmera, generate significant exposure and create a point of difference with other events, the event will have a 'Steampunk' theme. Steampunk is a style of design and fashion that combines historical elements with anachronistic technological features inspired by science fiction which ties in nicely with Dimboola's steam-powered rail heritage. Steampunk festivals are a growing trend and have been particularly successful in regional towns. For example, Oamaru in rural New Zealand has become the Steampunk capital of the world, hosting an annual three-day festival and a Steampunk Museum (voted as NZ's best new tourist attraction in 2012).

Why is this important?

This event will benefit Dimboola, Hindmarsh Shire and the Wimmera more broadly by:

- Boosting tourism – to be compliant with current COVID-19 regulations, anticipated attendees for the event are 1,000. Without restrictions in place anticipated attendees would be approximately 3,000.
- Economic flow on effects – evaluation of similar small regional events indicates that the average visitor spends \$472 per person within the local economy. Flow on benefits to local businesses and the community are estimated to be \$472,000 with 1,000 attendees.
- Boosting community morale and cohesion – COVID-19 has been a challenging time for many Wimmera residents. This event seeks to bring all towns together, celebrate local businesses and local achievements and look forward to the future.
- If successful, this could become an annual event, further boosting the profile of the region and stimulating the local economy.

Project Budget

The event will not be ticketed, nor will market stall holders pay to attend. This decision has been made to encourage participation and to recognise that many individuals and community members have experienced economic hardship because of the current pandemic.

A small entry fee will be requested for people visiting the costume exhibition with 100 per cent of proceeds going to the Royal Flying Doctors Service.

No profit will be derived from this event by the Dimboola Town Committee.

A significant proportion of event services including exhibitions, live music and event management and coordination are being provided by volunteers. Current estimates for the in-kind contribution from community volunteer labour is \$38,000.

Hindmarsh Shire Council has also generously agreed to provide both cash and in-kind support for this event in the form of Public Liability Insurance, traffic management plans, road closures and waste management. This support is very much appreciated.

Remaining expenses for the event are outlined in the below table:

Expense	(\$ GST inclusive
Event Lighting, building projections (like Melbourne's White Night) and lighting for performance spaces.	\$8,000
COVID-19 expenses (hand sanitiser, cleaning equipment, materials for signing in)	\$500
Promotion costs (advertisements in local papers and paid social media advertising)	\$2,000
Graphic design creation of an event logo	\$330
Event signage (vinyl banners, pole banners and event program/map/COVID protocol signs)	\$908
Printing (invitations for residents using Dimboola Print Museum Press)	\$320
Volunteer expenses (Clothing, equipment and refreshments for 25 event volunteers)	\$1000
TOTAL	\$13,058.00

Quotes can be provided for lighting, graphic design and signage expenses upon request.

To cover these expenses, The Dimboola Town Committee is asking the Hindmarsh Shire to consider funding \$8,000.

The additional expenditure will be covered by:

- A \$500 cash contribution by the Dimboola Town Committee
- A 'sponsorship' program, inviting Wimmera businesses to sponsor the event in return for branding and acknowledgement rights (this program is dependent on Council approving the current draft sponsorship policy)
- Appropriate grants where these can be identified.

If expenditure cannot be recovered through a sponsorship program, the sale of event merchandise will be considered as an alternative.

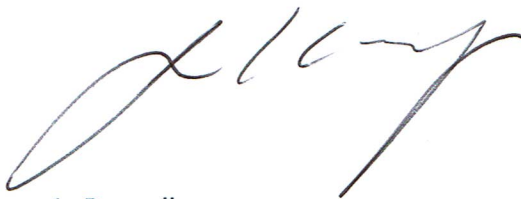
We thank the Hindmarsh Shire Council for their support to date and appreciate councillor's consideration of this submission. There is an enormous amount of interest and support for this event right across the region and we look forward to welcoming all Hindmarsh Shire Councillors to the event in September.



Kaylene Pietsch

President

Dimboola Town Committee / Advisory Council

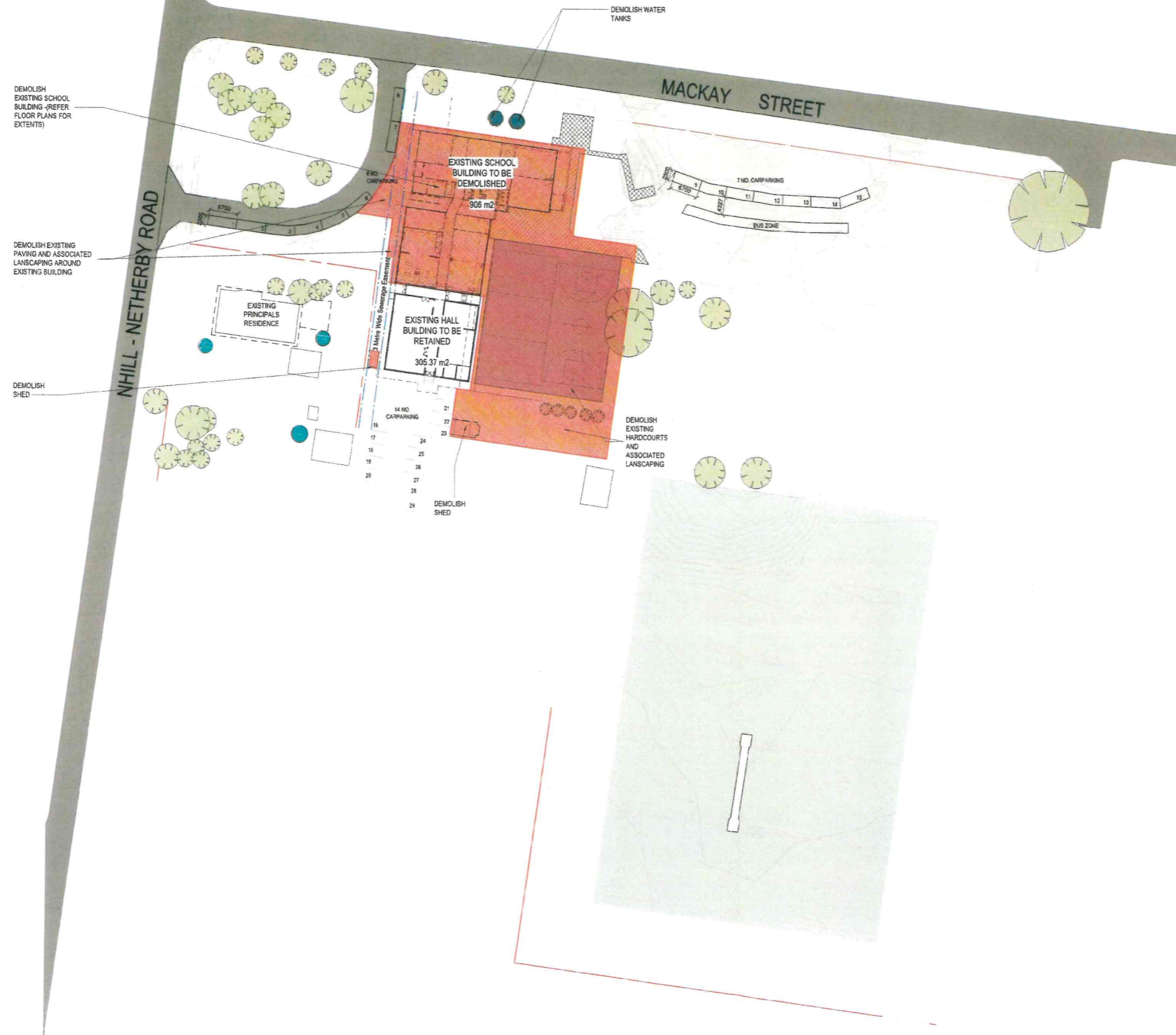


Jo Donnelly

Secretary

Dimboola Town Committee / Advisory Council

N



DEMOLISH EXISTING SCHOOL BUILDING (REFER FLOOR PLANS FOR EXTENTS)

DEMOLISH EXISTING PAVING AND ASSOCIATED LANDSCAPING AROUND EXISTING BUILDING

DEMOLISH SHED

EXISTING PRINCIPALS RESIDENCE

EXISTING SCHOOL BUILDING TO BE DEMOLISHED
906 m²

EXISTING HALL BUILDING TO BE RETAINED
305.37 m²

DEMOLISH EXISTING HARDCOURTS AND ASSOCIATED LANDSCAPING

7 HO CARPARKING
BUS ZONE

14 HO CARPARKING

DEMOLISH SHED

3.1m High Sewerage Easement

REV	DESCRIPTION	DATE
Contractors must verify all dimensions on site before commencement of any work or making of any shop drawings. Inform Architect of any discrepancies. Do not scale off drawings. All drawings to be read in conjunction with each other and the Specification.		



Brand Architects
 Level 8, 176 Wellington Parade,
 East Melbourne, Victoria, 3002
 T: 03 9419 3500 F: 03 9419 3544
 brandarc@brandarchitects.com.au

JOB NO.5002

NHILL LUTHERAN SCHOOL
2 MacKay STREET NHILL VIC.
3418

1 - EXISTING / DEMO SITE PLAN

QA STATUS:	DESIGN	DRAWN:	AV
DATE:	29.04.21	SCALE:	1 : 500

A001 [TP]

1 PL - EXISTING SITE PLAN

1 : 500



LEGEND

- EXISTING BUILDINGS
AREA: 368.54m²
- PROPOSED BUILDINGS
AREA: 677.65m²



REV DESCRIPTION DATE
 Contractors must verify all dimensions on site before commencement of any work or making of any stop drawings. Inform Architect of any discrepancies. Do not scale off drawings. All drawings to be read in conjunction with each other and the Specification.

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JOB NO.5002
 NHILL LUTHERAN SCHOOL
 2 MacKay STREET NHILL VIC.
 3418

2 - PROPOSED SITE PLAN

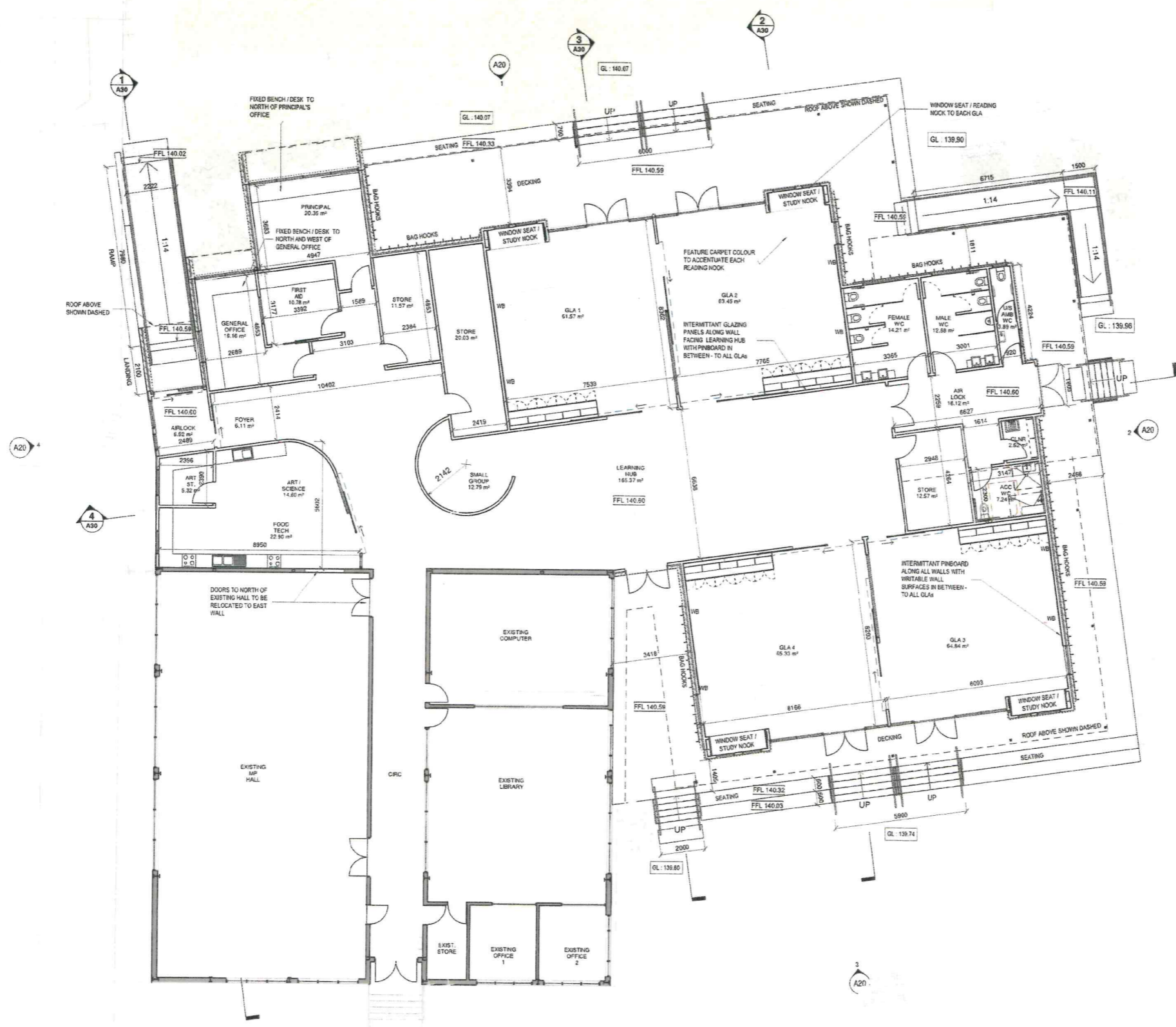
QA STATUS: DESIGN DRAWN: AV
 DATE: 15.04.2021 SCALE: As indicated

A002 [TP]



KEYNOTE LEGEND

WB WHITEBOARD



REV	DESCRIPTION	DATE
Contractors must verify all dimensions on site before commencement of any work or making of any shop drawings. Inform Architect of any discrepancies. Do not scale off drawings. All drawings to be read in conjunction with each other and the Specification.		



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JOB NO.5002

NHILL LUTHERAN SCHOOL
 2 MacKay Street NHILL VIC.
 3418

3 - FLOOR PLAN

QA STATUS: DESIGN DRAWN: AV
 DATE: 15.04.2021 SCALE: 1:100

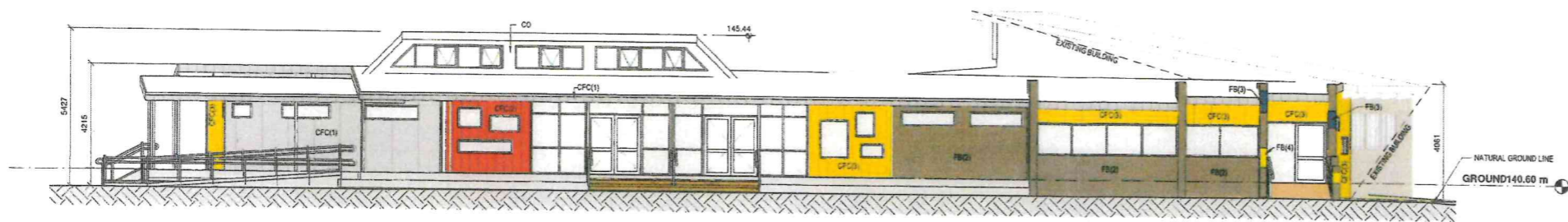
A10 [TP]

1 PROPOSED FLOOR PLAN

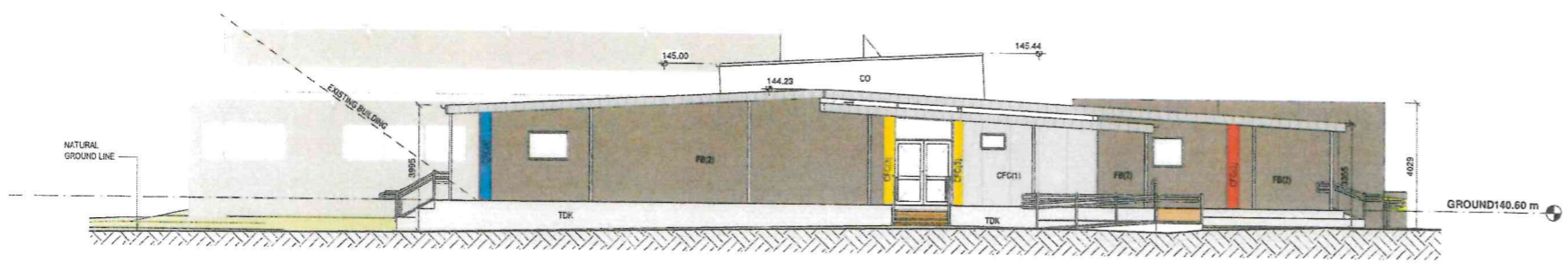
1:100

KEYNOTE LEGEND

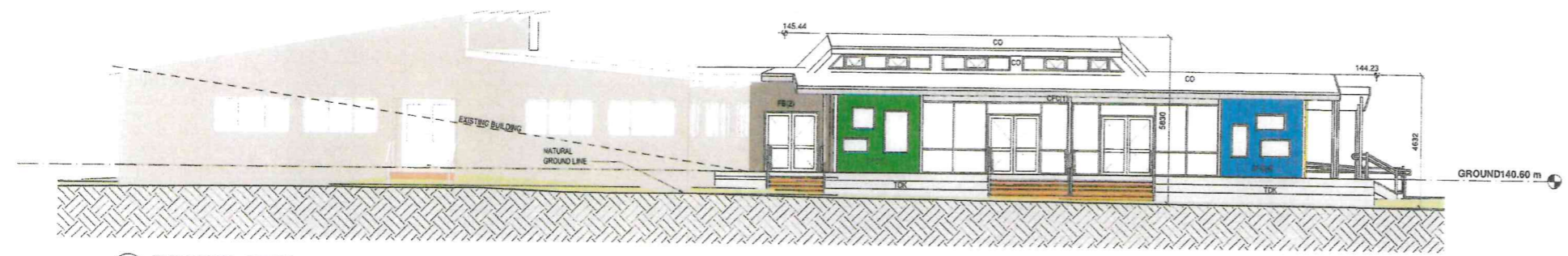
- CFC(1) COMPRESSED FIBRE CEMENT SHEET TYPE 1 AS SPECIFIED
- CFC(2) COMPRESSED FIBRE CEMENT SHEET TYPE 2 AS SPECIFIED
- CFC(3) COMPRESSED FIBRE CEMENT SHEET TYPE 3 AS SPECIFIED
- CFC(4) COMPRESSED FIBRE CEMENT SHEET TYPE 4 AS SPECIFIED
- CFC(5) COMPRESSED FIBRE CEMENT SHEET TYPE 5 AS SPECIFIED
- CFC(6) COMPRESSED FIBRE CEMENT SHEET TYPE 6 AS SPECIFIED
- CO CUSTOM OIB METAL SHEET AS SPECIFIED
- FB(1) FACE BRICK WORK TYPE 1 AS SPECIFIED
- FB(2) FACE BRICK WORK TYPE 2 AS SPECIFIED
- FB(3) FACE BRICK WORK TYPE 3 AS SPECIFIED
- FB(4) FACE BRICK WORK TYPE 4 AS SPECIFIED
- TDK TIMBER DECKING AS SPECIFIED



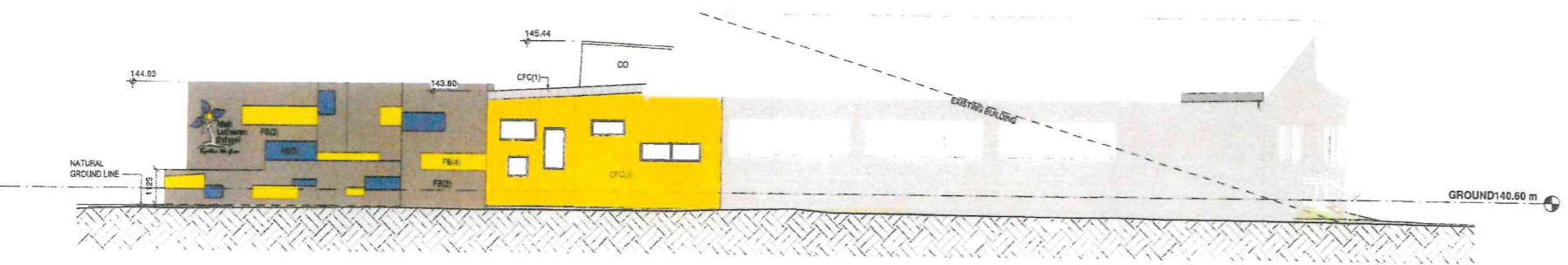
1 ELEVATION - NORTH
1 : 100



2 ELEVATION - EAST
1 : 100



3 ELEVATION - SOUTH
1 : 100



4 ELEVATION - WEST
1 : 100

REV	DESCRIPTION	DATE
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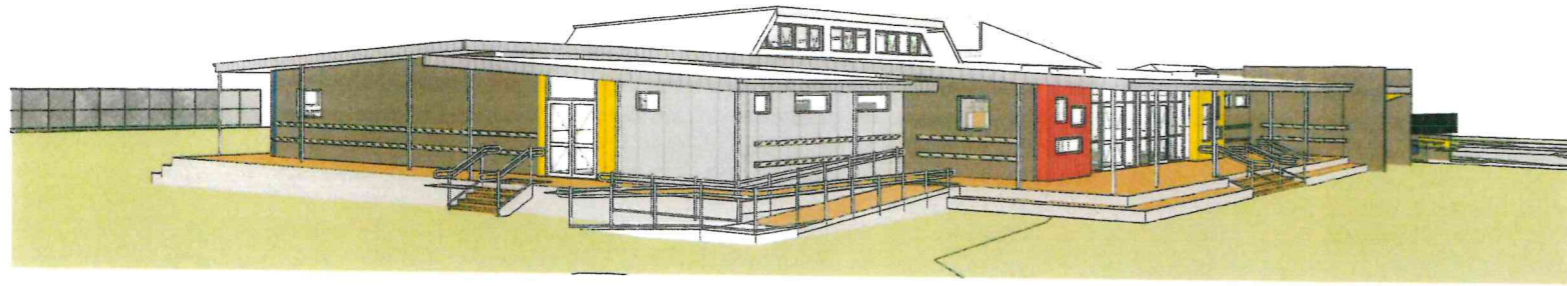
JOB NO.5002

NHILL LUTHERAN SCHOOL
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 3418

4 - ELEVATIONS

QA STATUS:	DESIGN	DRAWN:	AV
DATE:	23.11.2020	SCALE:	1 : 100

A20 [TP]



1 NORTH EAST CORNER - PERSPECTIVE



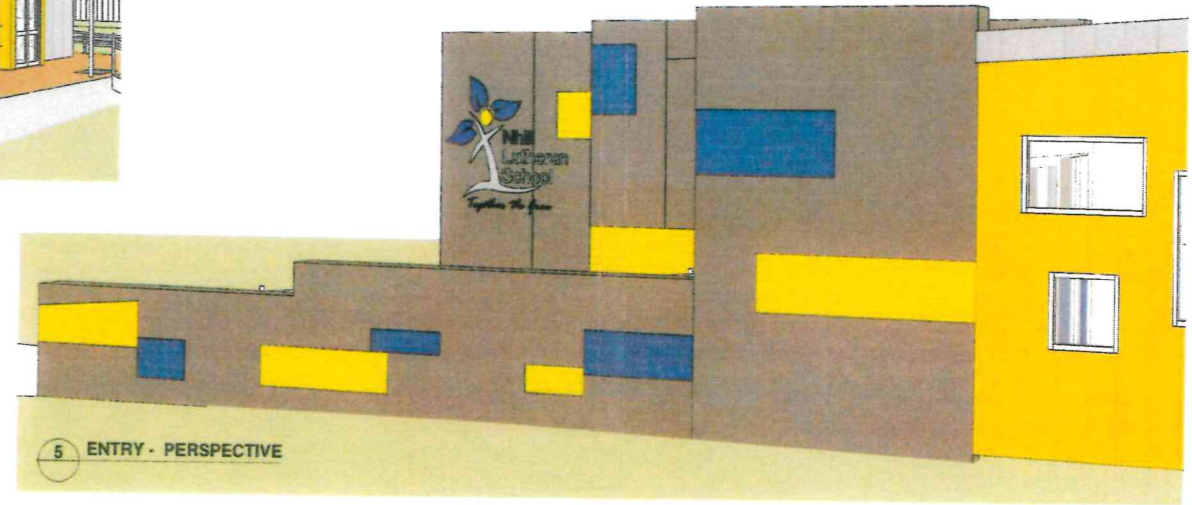
2 SOUTH-EAST CORNER - PERSPECTIVE



3 SOUTH FACADE- PERSPECTIVE



4 NORTH WEST CORNER - PERSPECTIVE



5 ENTRY - PERSPECTIVE

REV	DESCRIPTION	DATE
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JOB NO.5002

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 2 MacKay STREET NHILL VIC.
 3418

5 - PERSPECTIVES

QA STATUS:	DESIGN	DRAWN:	AV
DATE:	23.11.2020	SCALE:	

A70 [TP]



MINUTES OF THE JTC COMMITTEE MEETING HELD 15TH MARCH 2021 AT THE FOOTBALL PAVILLON, RECREATION CENTRE COMMENCING AT 7.30PM.

AGENDA

- | |
|---|
| 1. Acknowledgement of the Indigenous Community |
| 2. Apologies |
| 3. Confirmation of Minutes |
| 4. Disclosure by Committee members or Councillors or Council Officers of any interest or conflicts of interest in any item on the agenda |
| 5. Finance report |
| 6. Decisions to be made |
| 7. Correspondence |
| 8. General business as notified to the Chair |
| 9. Urgent business |
| 10. Meeting Closed |
| 11. Council Officer Authorisation |

Present:

Councillor in Attendance: Mr. B. Ireland (Committee Member), Jason Hutson (President-Committee Member), Ms. T. Smith (Treasurer-Committee Member), Cheryl Quinn (Secretary-Committee Member), Wendy Werner (Committee Member), Graham Blair (Committee Member), Sharon Reilly and Tony Simpson.

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

Chairperson opened the meeting at 7.30pm by acknowledging the Indigenous Community.

2. APOLOGIES

Ms. J. Fritsch (HSC), Ms. M. Wagener (Committee Member).

3. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Committee Meeting held on 9th March 2020 at the Jeparit Community Ed Group Rooms, Roy Street Jeparit as circulated to Councillors be taken as read and confirmed.

MOVED COMMITTEE MEMBERS: Wendy Werner (CM), & Teresa Smith (CM)

That the Minutes of the Committee Meeting held on 9th March 2020 at the Jeparit Community Ed Group Rooms, Roy Street Jeparit as circulated to Committee Members be taken as read and confirmed.

CARRIED

Attachment: 1

4. DISCLOSURE BY COMMITTEE MEMBERS OR COUNCILLORS OR COUNCIL OFFICERS OF ANY INTEREST OR CONFLICTS OF INTEREST IN ANY ITEM ON THE AGENDA

- General; or
- Material

Declaration of general or material conflict of interest must also be advised by Committee Members, Councillors or Council Officers at the commencement of discussion of the specific item.

5. FINANCE REPORTS

\$46,162.86, \$10,755.58, \$ 8.19 (Int) & \$588.94 (River & Env Account) = \$57,507.38

6. DECISIONS TO BE MADE

The following decisions are recommendation to Council for endorsement:

6.1 XX

6.2 XX

7. CORRESPONDENCE

7.1 GENERAL CORRESPONDENCE

Introduction:

The following correspondence is tabled for noting by the Committee, Inwards:

Minutes 9/3/20 forwarded to Mr. Ron Ismay, Mr. Ron Low & Ms. J. Fritsch

Minutes 9/3/20 forwarded to all Committee Members

Tourism Stakeholders consult session-Jeff Woodward (forwarded)

Thank you letter from Hindmarsh Youth Club President (Minutes)

BBQ invite for new residents (Janette Fritsch)

S86 Conflict of Interest Policy (forwarded)

S. Johnson Terms of Reference, Meeting & Agenda Template (forwarded)

Helen Thomson (forwarded)

J. Woodward – town walk map (forwarded)

Phil King – “Call Out Campaign” (forwarded)

Helen Thomson HSC – JTC funds transfer (forwarded to Pres & Tres)

Phil King – BBQ – 16 days of Activism (forwarded)

Angela Hoy - Community groups pre budget (forwarded)

Matt Sherwell – Round Two Community Action Grants (forwarded)

Helen Thomson – changes to Annual General Meeting (forwarded)

Phil King – Street furniture (forwarded)

That the Committee notes the attached correspondence.

MOVED: Committee Members; Wendy Werner (CM), & (Graham Blair (CM)

That the Committee notes the attached correspondence.

CARRIED

Attachment: 2

8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR

8.1 Street furniture; discussion held re placement of furniture being, war memorial, rose garden, swimming hole, Roy street to Sands Ave, Hospital, Primary school area, Upper Roy to Roy Street – it was deferred until next meeting with further council consultation and members bringing rough drawings. Round Pod to be temporarily placed in fire station gardens.

8.2 It has been considered that the River & Environment Funds (Donated by David

Livingston) be put towards a name plaque on a seating near the water hole.

8.3 Letter and Certificate of congratulations be sent to Ms. Natalie Jenns, Representative of Youth Council, East Ward, 4 Edith Street, Jeparit.

8.4 Cabin bookings – Payment for bookings can now be made direct into an account however it is unknown if direct online booking can be completed.

8.5 Four Mile Beach Movie evening: Friday 30th April, BYO Picnic - Lions Club to be approached for bbq, use camp kitchen, gold coin donation – confirmation next meeting.

8.6 Wimmera River Discovery – now complete, a discussion was held about the transparency of the map of this trail.

8.7 Swimming Hole – working design is still under consideration, discussion was held that more consultation with JTC is necessary.

8.8 Tree planting – Lower Roy Street – April 22nd & 24th set aside for tree planting of about 100 trees.

8.9 New Residents BBQ - Friday 23rd April - 5.30pm Bowling – 6.30 BBQ - Drinks at bar prices – after confirmation Flyer to be created.

8.10 The men's shed AGM is to be called and there is a possibility of the group deferring operations.

8.11 Discussion held regarding sandblasting and priming of new township signage at the cost of approx \$1,200.00. Go ahead confirmation approved.

8.12 Councillor in attendance Brett Ireland mentioned a Consultation meeting - for the public on Wednesday 24th March 5.00pm to 6.30pm. Jeparit Council Offices in the memorial hall.

8.13 Councillor in attendance Brett Ireland discussed the following items in his report;

Come try Me Days - Grants have been allocated in Jeparit to Golf Club, Angling Club, Bowling Club, Gymnasium and WWH Services. Grants to the Gymnasium, Golf Club and Grant for one family sized Cabin have been procured. (Recommendation for Local builders in Lascell's to be approached for costing).

It was discussed that Jeparit would become a through fair for travellers on the Silo Trail, it would be beneficial if the town could benefit from this stream of tourism.

Strong debate was held over the idea of a new span bridge as opposed to a historical trestle bridge refurbishment. It has been felt that little to no consultation with Jeparit township has been conducted. Drone and dry (water free) investigation needs to be conducted.

9. URGENT BUSINESS

9.1 Councillor in Attendance Brett Ireland resigned his role as JTC Member.

9.2 New Committee Members

RECOMMENDATION:

Jason Hutson (Pres) **moved:** that Sharon Reilly be appointed Committee Member for JTC. **Seconded:** Graham Blair (CM).

CARRIED

Teresa Smith (Tres) **Moved:** that Tony Simpson be appointed to Committee Member for JTC. **Seconded:** Graham Blair (CM)

CARRIED

10. MEETING CLOSE

There being no further business Chair declared the meeting closed at 10.00pm.

11. COUNCIL OFFICER AUTHORISATION:

I Janette Fritsch accept the recommendations made by the JTC Committee in these minutes dated 16th March 2021 apart from the following items which need to be referred to a Council meeting for a decision]:

- **Item 9.2 – New Committee Members**



22 June 2021.



**MINUTES OF THE JEPARIT TOWNSHIP ADVISORY COMMITTEE MEETING
HELD 14TH JUNE 2021 AT THE JEPARIT FOOTBALL PAVILION, RECREATION
CENTRE COMMENCING AT 7.37PM
AGENDA**

- 1. Acknowledgement of the Indigenous Community**
- 2. Apologies**
- 3. Disclosure by Committee members or Councillors or Council Officers of any interest or conflicts of interest in any item on the agenda**
- 4. Confirmation of Minutes**
- 5. Business Arising from the Minutes**
- 6. Correspondence**
- 7. Events**
- 8. General business as notified to the Chair**
- 9. Councillor Report**
- 10. Officer Report**
- 11. Urgent business**
- 12. Finance report**
- 13. Decisions to be made**
- 14. Meeting Closed**
- 15. Council Officer Authorisation**

Present:

Councillor in Attendance: Mr. B. Ireland (HSC), Ms. J. Fritsch (HSC), Jason Hutson (Chair-CM), Teresa Smith (CM), Cheryl Quinn (Secretary-CM), Wendy Werner (CM), Graham Blair (CM), Mel Wagener (CM), Sharon Reilly, Tony Simpson, Duncan Colbron and Bec Schultz

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

Acknowledgement of the Indigenous Community

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

2. APOLOGIES

Nil.

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

- General conflict of interest; or
- Material conflict of interest

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

4. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the JTAC Committee Meeting held on 10th May 2021 at the Jeparit Football Pavilion, Recreation Centre, circulated to Committee Members be taken as read and confirmed.

Moved: Graham Blair

Seconded: Mel Wagener

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

Nil.

6. CORRESPONDENCE

INWARD:

6.1 Update on Membership from HSC 13/5/21 (for next meeting 14/6/21)

6.2 New template for recording Agenda's and Minutes from HSC 19/5/21

6.3 Grampians News Letter 24/5/21

Late Correspondence: L. Chivell – (14/6/2021)

OUTWARD:

6.4 Min of Meeting 10/5/21 sent to HSC on 21/5/21

6.5 Min of Meeting 10/5/21 sent to JTAC members 21/5/21

6.6 Agenda for meeting 14/6/21 to HSC & JTAC members 8/6/21

RECOMMENDATION:

That the Outward Correspondence be approved and the Inward Correspondence noted.

Moved: Graham Blair

Seconded: Wendy Werner

CARRIED

7. EVENTS

7.1 The Dry (movie night held on 14/5/21) was a great success and funds of \$192.20 were raised by way of gold coin donation. The committee discussed that the funds would be donated to Host a BBQ for Cancer. (<https://www.curecancer.com.au>)

Moved: Terese Smith

Seconded: Wendy Werner

CARRIED

7.2. Discussion was held to incorporate other events that use the Screen and sound system available. ie; Film/kids, Dance party, Youth Council etc. Dates to be further considered.

Moved: Mel Wagener

Seconded: Terese Smith

CARRIED

7.3 Tree planting event on 13th June 2021 was successful with many new residents attending to assist.

8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR

8.1 General public requests of C/Members - It was recommended that requests need to be in writing and addressed to the JTAC to enable action.

8.2 Update required on the seating arrangement/placement within the township, stock within HS yard, then further discussion as to seating. (Bowling Club & Pearce St)

8.3 Satisfactory Polo shirts fabric and size samples displayed. Ordering will be held over until AGM in November.

8.4 The opportunity to purchase one pod and get a second pod was limited to eatery areas such as Hotels and/or Restaurants, Supermarkets.

8.5 Rubbish receptacle - has it been installed near seating pod in Broadway garden - to be followed up by Ms J Fritsch.

8.6 Request for community service work by residence for a course completion – Wendy Werner to investigate paperwork of resident and Ms. J. Fritsch will check HSC volunteer link.

8.7 As JTC's garden project is at Broadway fire station it is necessary to organise working

bees to ensure regular maintenance. (Seasonal & extra times as necessary)

Moved: Wendy Werner

Seconded: Teresa Smith

CARRIED

8.8 Phil King (HSC) to be contacted in regard to obtaining a Logo for JTAC letter head for emails.

8.9 The JTA Committee request that the HSC accept the current members and their status up to the AGM on November 8th 2021

There is interest from two Residents of Jeparit to join the JTAC, it is necessary to ascertain the number of members possible by HSC. Residents have been asked to put their request to JTAC in writing to be tabled at the next meeting.

8.10 Late correspondence from L. Chivell. Email received 14/6/2021 and tabled at JTAC meeting 14/6/2021 it was determined that the committee was not able to answer the questions tabled and the secretary was asked to inform Ms. L. Chivell to direct her query to the HSC.

9. COUNCILLOR REPORT

9.1 Mr. B. Ireland (C) discussed the following items in his report. Jeparit being a through fair would benefit from a stream of tourists. Ideas shared regarding improving the streetscape by painted drums with plantings and a representation of little bird painting. Costs are currently being finalised but would range from \$2,000 - \$2,600 as it is an unknown cost, extras include planting and soil.

Community shop with various vendors sharing costs would be of benefit to the town.

United communities in other towns have been successful.

10. OFFICER REPORT

11. URGENT BUSINESS

12. FINANCE REPORT

12.1 Summary of Balances in Finance Report. (Report Not Available)

RECOMMENDATION:

That the Finance Report as provided with this Agenda be approved.

Noted that the Finance Report was not provide.

12.2 Purchase Orders to be raised

Nil.

13. DECISIONS TO BE MADE

The following decisions are recommendations to Council for endorsement:

ITEM NO.	DESCRIPTION	DECISION
4	Confirmation of Minutes	That the Minutes as read be confirmed.

6	Correspondence	That the Outward Correspondence be approved and the Inward Correspondence noted.
7.1	The Dry Movie Night	Funds of \$192.20 collected through gold coin donation for BBQ be donated to "Host a BBQ for Cancer".

14. MEETING CLOSED

The meeting closed at 9.10pm

15. COUNCIL OFFICER AUTHORISATION

*to be completed by the Council Officer

I Janette Fritsch, accept the following recommendations made by the Jeparit Town Advisory Committee at this meeting held on 14/06/2021.


ITEM NO.	DESCRIPTION	DECISION
4	Confirmation of Minutes	That the Minutes as read be confirmed.
6	Correspondence	That the Outward Correspondence be approved and the Inward Correspondence noted.
7.1	The Dry Movie Night	Funds of \$192.20 collected through gold coin donation for BBQ be donated to "Host a BBQ for Cancer".

I Janette Fritsch advise that the following item:

ITEM NO.	DESCRIPTION	DECISION
8.9	Current Jeparit Town Advisory Committee Membership	Requested that Council approve the following Members currently serving on the Committee to continue in their roles until the 2021 AGM. Jason Hutson (Chairperson), Cheryl Quinn (Secretary) and Committee Members Teresa Smith, Wendy Werner, Graham Blair, Mel Wagener.

- **Needs to be referred to a Council Meeting / CEO for a decision**

Council Officer – Janette Fritsch

SIGNED: 

Dated: 22 June 2021.



21st June 2021

To Committee Members,
“as addressed”

NOTICE is hereby given that a Nhill Town Committee Meeting of the Hindmarsh Shire Council will be held at The Community Centre, Nhill on Monday 21st June 2021 commencing at 7.30 pm.

AGENDA

1. Acknowledgement of the Indigenous Community

2. Apologies

3. Confirmation of minutes

4. Disclosure by Committee members or Councillors or Council Officers of any interest or conflicts of interest in any item on the agenda

5. Finance report

6. Decisions to be made

7. Correspondence

8. General business as notified to the Chair

- Nhill Dog Park
 - o Research and background presented by Ross
- Tree Flood Lights
- Trivia Night Postponement
- Youth Events (bare foot bowls, trivia, karaoke)
- Truck Stop Project
- Bird Hide Project
- Drum Art Project
- Welcome to Nhill Information
- Water Tower Project
- Committee Future

9. Urgent business

10. Meeting Closed

Present:

Committee members: Catherine Bates, Emily Graham, Pauline McCracken

Council officer: Daniel Griffith

Councillor in attendance: Cr Melanie Albrecht

Also in attendance: Ross Barker

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

Chairperson opened the meeting at 7.45 pm by acknowledging the Indigenous Community.

Acknowledgement of the Indigenous Community

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

2. APOLOGIES

Committee members: Leith Dean, Daryl Hall

3. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Nhill Town Committee Meeting held on Monday 17th of May at The Community Centre, Nhill as circulated to Committee Members be taken as read and confirmed.

MOVED COMMITTEE MEMBERS: Emily Graham

SECONDED: Catherine Bates

CARRIED

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

No conflicts declared.

5. FINANCE REPORT

Will be distributed after the meeting, content presented by Daniel.

Costs to be minuted, ongoing costs can be mentioned once, e.g. monthly meeting advertising. P.O. box still being investigated.

6. DECISIONS TO BE MADE

Combined with general business for this meeting.

7. CORRESPONDENCE

In:

- Research on a proposed Nhill dog park

Out:

- Nhill streetscape committee submission

8. GENERAL BUSINESS AS NOTIFIED TO THE CHAIR

- Nhill Dog Park

➔ Research and background presented by Ross

- Examples of dog parks in Ararat, Warracknabeal, Bordertown, several in each of Adelaide, Horsham and Melbourne.
- Parks can have small dog and large dog areas to reduce conflict, with a shoot to stop dogs congregating, or an air lock to ensure safety.
- Animals are a council issue, so ideally council would donate a piece of land, an independent grant would be used to construct the park, and then maintenance and upkeep would be undertaken by the council. An in-principle agreement could be put in place. Hindmarsh Shire has an increasing dog population.
- Benefits provided include those for owners (social, mental health, physical health), for dogs (exercise, socialisation, stimulation), for the community (improved safety and control, reduced noise nuisance), and for tourists (a safe place to stop with their dog).
- There are no off-leash dog areas within the Hindmarsh Shire Council, this creates a safety issue as people let their dogs off wherever.
- Councils generally run dog parks with a few exceptions. Adjacent to the showgrounds had been suggested so that the A&P Society could run it, but there's no incentive for them to do this.
- As more people are travelling with their dogs, the tourist appeal could help attract stops in town from the highway traffic, help tourists stay longer, and improve the general appeal of town.
- Location would have to keep in mind both local and tourist use. Ideally visible, with parking nearby, near to other things, with good surveillance, good drainage and good shade for all year-round usability.
- Final dog park would further have drinking water and ideally, but not necessarily, lighting.
- Keeping the location flexible/having multiple sites to propose would help increase the chance of success with the Shire.
- The showgrounds are currently being used by some locals to allow bigger dogs to run, they are happy for this to happen, but as a result are supportive of the development of an official dog park.
- Land adjacent the tennis courts is a possibility. Tennis Club is looking to build a new pavilion, opportunity to try and get public toilets etc. Existing trees for shade and a reasonably large area.
- Costing can be scaled up and down depending on the type of construction. One of Horsham's dog parks was constructed using farming fencing, more cost effective but still an effective construction.
- Community support can be demonstrated but needs to be formally gathered

- to solidify support. Take a formed idea to the public via both social media and mailbox distributions to ensure good coverage.
 - A survey should be developed, open ended with suggestions of locations, e.g. Centenary Park, area adjacent to the tennis courts, area near the caravan park, island on Nelson St. between the Farmers Arms and the CFA building.
 - Committee members will email in questions and the survey can be constructed then run by the committee for majority agreement.
- Tree Flood Lights
 - Tree flood lights not working, brought up at the last meeting, hasn't been fixed yet.
 - Will be investigated further; community submissions can be made to alert to maintenance issues.
 - Trivia Night Postponement
 - The trivia night was postponed due to lockdown. Waiting on venue capacities to increase before setting a new date.
 - The grant for this event would ideally be used this financial year but can be made work later due to the extenuating circumstances.
 - Youth Events (bare foot bowls, trivia, karaoke)
 - All on hold due to covid capacity limits.
 - Karaoke is being investigated as a possible future event.
 - Truck Stop Project
 - More bark will be spread soon.
 - The watering tap timer has died, and various fittings are required. Committee approval sought for the expense of a replacement tap timer and fittings.
→ A majority of committee members approved this expense.
 - Water for establishing the garden was provided by the A&P Society and they have had a significantly higher than typical water bill. To ensure a good relationship is kept with the A&P Society reimbursement will be made.
 - Emily will contact the A&P Society to source a typical water bill and the recent water bill so they can be brought to the next meeting and an amount for reimbursement can be determined and voted on.
 - Bird Hide Project
 - Bees have been poisoned due to a decision from Parks Victoria.
 - Panels will be reinstalled, Young Leos will paint with the provided paint, Tanya has painted a mural, rubbish has been cleared out, new paint for the floors.
 - Drum Art Project
 - Drums have been collected, handles being affixed,
 - Petra Croot has expressed support, possibly help source funding, Young Leos would like to do a few.
 - Welcome to Nhill Information
 - Held over until the next meeting due to time constraints.

- Water Tower Project
 - o Held over until the next meeting due to time constraints.
- Committee Future
 - o Held over until the next meeting due to time constraints.
- Advertising
 - o Committee approval sought for ongoing expense of advertising meetings in the Nhill Free Press the week prior.
 - A majority of committee members approved this expense.

9. URGENT BUSINESS

N/A

10. MEETING CLOSE

There being no further business, the Chair declared the meeting closed at 9.34 pm.

The next meeting will be held on Monday the 19th of July at 7.30 pm at the Nhill Community Centre.



MINUTES OF THE HINDMARSH SHIRE AUDIT & RISK COMMITTEE HELD AT VIA ZOOM, ON WEDNESDAY 9 JUNE 2021, COMMENCING AT 10.00AM.

PRESENT:

Mr B Young (Chairperson), Mr D Welsh (Member), Mr A Roberts (Member), Cr D Nelson (Councillor Delegate), Cr M Albrecht (Councillor Delegate), Mr G Wood (Chief Executive Officer), Ms M Revell (Director Corporate & Community Services), Ms H Boyd (Manager Finance & Customer Services), Ms H Thomson (Manager Governance & Human Services), Ms Kathie Teasdale (Internal Auditor), Mr M Thompson (External Auditor)

1. Welcome and Acknowledgement of the Indigenous Community

Welcome and acknowledgement of the indigenous community by the Chairperson.

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

2. Apologies

K Thiele (Member)

3. Declaration of Interests

Committee Members to declare any known interests in relation to any item published on the agenda for this meeting, either:

- 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 of Previous Meeting

MOVED D NELSON / D WELSH:

That the Minutes of the Audit & Risk Committee meeting held on Wednesday 10 March 2021 at the Nhill Memorial Community Centre, Nelson Street, Nhill, as circulated to members be taken as read and confirmed.

Refer attachment 4.1

5. Draft 2021/2022 Budget and Draft Revenue and Rating Plan

Responsible Officer: Director Corporate & Community Services

Attachment Number: 5.1 Draft 2021/22 Budget incorporating Revenue and Rating Plan

Introduction:

This report presents the draft 2021/2022 Annual Budget incorporating the draft Revenue and Rating Plan in accordance with the Local Government Act 2020.

Discussion:

Council is required under section 94 of the *Local Government Act 2020* to prepare a budget for each financial year and the subsequent 3 financial years by:

- (a) 30 June each year; or
- (b) Any other date fixed by the Minister by notice published in the Government Gazette.

The draft budget has been prepared in accordance with relevant statutory requirements, including the *Local Government Act 2020* (Act) and *Local Government (Planning and Reporting) Regulations 2014*.

A requirement of the new Local Government Act 2020 is that all Victorian Local Governments are required to adopt a Revenue and Rating Plan by 30 June 2021. The draft Revenue and Rating Plan has been developed to retain the current differentials for farm and commercial/industrial properties (10 percent discount), recreational properties (50 percent discount), and non-farm vacant land (100 percent penalty).

When developing the plan consideration was given on the capacity for each class of ratepayer to pay rates and benchmarking against similar councils was undertaken.

The draft 2021/22 budget has been developed to balance the retention of existing community service levels, maintenance and renewal of assets, and new initiatives to improve amenity and make Hindmarsh a better place to live. It replicates the format of the four Key Result Areas used in the 2017-2021 Council Plan, namely:

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

The budget has been prepared based on available information to inform forecasts and assumptions. At the time of preparation the Victorian State Government and Federal Government 2021/2022 budgets had not been released.

Rates and Charges

The rates and charges calculated for 2021/22 are based on revaluation figures as at 1 January 2021. The draft Revenue and Rating Plan includes differentials for farms and commercial/industrial properties (10 percent discount), recreational properties (50 percent discount), and non-farm vacant land (100 percent penalty).

The Victorian State Government rate cap increase for 2021/2022 has been set at 1.5%. The cap, in line with the Essential Services Commission (ESC) calculation method, applies the increase to the average rates payable per assessment.

The total amount to be raised by general rates and charges in 2021/2022 is \$9.21m which is an increase of \$0.12m from 2020/2021.

Capital Works

The draft 2021/2022 budget includes capital works expenditure of \$10.51m (excl Davis Park*). A number of larger grant funded projects are budgeted to be completed during 2021/2022 including:

- Albacutya Bridge \$3.3m and Albacutya Road widening \$509,923.
- Cabins at Dimboola, Jeparit and Rainbow Caravan Parks \$600,000 (subject to successful grant application).
- Nhill Library upgrade \$110,000.

*Council has been notified the grant application for Davis Park was unsuccessful, this will be removed from the adopted budget.

Key Initiatives

The proposed key initiatives for the 2021/22 financial year are outlined below. Further details are included in the relevant sections of the budget document.

Community Infrastructure

- Funding obtained through the Local Roads and Community Infrastructure Round 2 funding will enable Council to undertake works on Community Infrastructure including:
 - Jeparit Camp Kitchen;
 - Nhill Tennis Club Rooms;
 - Rainbow Library Park linking Rainbow Library and Oasis;
 - Rainbow Lake; and
 - Davis Park.
- \$10,000 in recurrent and \$50,000 in capital as seed funding for grant opportunities arising during the year.
- \$6,500 to install pedestrian safety fencing at the Nhill Early Years Centre to reduce the risk of a child running directly onto the road.
- \$60,000 to install new solar heating at the Rainbow Swimming Pool due to the existing solar heating not working.

Tourism Development

- \$12,000 to support the Rainbow Desert Enduro in August 2021.
- \$10,000 to support the Peter Taylor Memorial Barefoot Tournament in February 2022.
- \$15,500 Advertising and Marketing.
- \$21,000 implementation of Nhill Streetscape Master Plan initiatives.
- \$20,000 to update the ensuites at the Riverside Holiday Park in Dimboola.

Economic Development:

- Business Assistance Grants. The Business Assistance Grants Program (BAGP) aims to support local businesses expanding their operations or to support new businesses, large and small, to establish in the Shire. It will provide assistance to offset costs associated with expanding or establishing a business in Hindmarsh Shire. \$20,000 has been included in the 2021/22 budget for this project.

Empowered Communities

- \$7,500 to each of the Shire's four Town Committees. This funding can be used as seed funding for grants that will fund works important to the community in each town. In its fourth year, this funding has enabled some fantastic projects in our towns since its inception.
- Hindmarsh Youth Council funding of \$10,000 to allow this successful initiative to continue.
- \$20,000 to its Community Action Grants which will enable community groups to apply for funding for events, minor facility upgrades, small equipment and community assistance.
- \$2,000 to support the Nhill Friday Fiestas in February 2022.

Infrastructure

- Kerb & Channel: Western Highway Median Maintenance Nelson Street \$57,925; Elgin Street, Nhill \$150,227; Scott Street, Jeparit \$128,076; Park Street, Nhill (\$219,569)
- Reseals and Final Seals: Council will undertake reseal and final seal projects totalling \$787,722 in 2021/22. These include: Lorquon Palm Road, Lorquon; Antwerp Woorak Road, "S Bend"; Antwerp Warracknabeal Road, Antwerp; Charles Street, Jeparit; Netherby Baker Road, Netherby; Jeparit East Road, Jeparit; Hindmarsh Street, Dimboola; Salisbury Woorak Road, Nhill.
- Sealed Road Construction: Council will undertake sealed road construction projects totalling \$1.066m in 2021/22. These include: Wimmera Street, Dimboola; Antwerp Woorak Road, Nhill; Kiata North Road, Kiata; Albacutya Road, Rainbow.
- Road Resheet Projects: Council will undertake 7 resheet projects during 2021/22 totalling \$493,729. These include Boundary Road in conjunction with West Wimmera Shire; Lorquon Cemetery Road, Nhill; Horsham Road, Dimboola; Arkona Katyil Road, Dimboola; Propodollah Road, Nhill; Stasinowsky Road, Rainbow; Antwerp Katyil Road, Dimboola.
- Footpaths: Footpath projects totalling \$179,525 will be undertaken during 2021/22. These include: Lake Street, Rainbow; Wimmera Street, Dimboola; Roy Street, Jeparit; Nelson Street, Nhill; Railway Street, Rainbow; Hindmarsh Street, Dimboola.

The draft 2021/2022 budget incorporating the draft Revenue and Rating Plan was presented to Council on Wednesday 5 May. Under Council's Community Engagement Policy the draft budget and draft Revenue and Rating Plan was made available for public inspection and the receiving of submissions for the period Monday 10 May 2021 to Friday 4 June 2021. Council will be advised of any submissions received at the 23 June 2021 Council meeting

The draft 2021/2022 budget incorporating the draft Revenue and Rating Plan was also available for public inspection at Council Customer Service Centres or online on Council's website.

Link to Council Plan:

The 2021/22 Budget provides the funding for Council to undertake its initiatives and activities proposed in the Council Plan's four key result areas. Each program in the Budget contains a statement about how the program will contribute to the initiatives and strategies detailed in the Council Plan 2017-2021.

Financial Implications:

The 2021/22 Budget is consistent with the parameters set out in Council's ten-year financial plan.

Risk Management Implications:

The preparation of the Budget is a statutory requirement.

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

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

MOVED: D WELSH / M ALBRECHT

That the Audit & Risk Committee receives the draft 2021/2022 Budget incorporating the Revenue and Rating Plan.

Refer attachment 5.1

6. Risk Management Report

Responsible Officer: Director Corporate & Community Services
Attachment Number: 6.1 Risk Management Executive Summary
6.2 Detailed Risk Report

Introduction:

The purpose of this report is to inform the Audit and Risk Committee of Council's current risk portfolio.

Discussion

The attached Risk Management Executive Report outlines the top 10 risks associated with Council's business objectives, ordered by current and residual rating. A detailed copy of all risks entered into the Risk Register is attached, which shows number of risks identified sorted by business function.

A detailed summary of all Risks identified has also been attached for the Audit Committee's information.

The Risk Register is a formal record of all identified potential risks and treatment plans across the organisation. The Risk Register is reviewed frequently working in consultation with management and officers to update the current records and identify any new risks to be included. Risks review dates are scheduled based on the risk rating; higher rated risks are reviewed more frequently and lower rated risks are reviewed less frequently.

The Risk Register will continue to be updated and reviewed regularly with department officers and management.

The future focus of the Risk Management process will be –

- Regular review of individual risks with consideration of current controls and possible improvements to further reduce the risk;
- Assessing the risk from the identified hazard – both the significance of the risk and the likelihood that the risk will occur;
- Identifying any foreseeable hazard that has the potential to cause harm or damage to persons or property within the Shire;
- Elimination of the hazard or where this is not possible minimising either the likelihood of the risk occurring, or in the event that the risk occurs, its impact;
- Ensuring the treatment plan listed includes achievable treatments to address risks faced by Council;
- Regular discussion with Senior Management Team about high risks faced by Council;
- Provide ongoing Risk Management awareness training for all staff.

Residual risks

Council's Audit and Risk Committee has requested more information on Council's highly rated residual risks. The residual risk is the amount of risk or danger associated with an action or event remaining after natural or inherent risks have been reduced by risk controls. Council's current Top 10 Residual Risks are as follows:

14 – Loss of skills, future entrepreneurs and community leaders as a result of insufficient or unsuitable economic and recreational opportunities.

Risk 14 currently has the highest residual rating in our Risk Register. Risk 14 has a residual risk rating of high with the likelihood of the risk being possible and the consequence of the risk being major. Risk 14 is not an operational risk of Council, but a strategic community based risk that focuses on Hindmarsh Shire's failure to retain young people once they finish school. The causal factors for this risk are:

- Failure to retain younger people within the community due to insufficient employment opportunities within the Shire;
- Insufficient provision of relevant services / facilities to engage young people in the community.

Some of the current controls that we have listed for this risk are:

- Employment of a Community Development;
- Implementation of the FREEZA program;
- Youth Council;
- Council offers opportunities for cadetship / traineeship opportunities for school leavers;
- Improved youth amenities;
- Encourage new businesses to open in the community to provide job opportunities for local people.

The planned treatments for the risk are as follows:

- Polling senior year students to see why they are leaving / staying;
- Develop additional activities and events for young people;
- Market positive aspects of staying in the Shire; and
- Compiling a school leavers register.

17 – Unexpected capital expenditure incurred outside funding constraints and/or budget parameters.

Risk 17 has a medium residual risk rating with the likelihood being possible and the consequence being significant. The causal factors of this risk come from a failure to forecast or plan necessary works leading to incorrect scoping and budgeting.

The risk controls that are in place include:

- Budget and project processes and controls;
- Council's 4 year capital works plan;
- Council's annual capital works plan;
- Greensheet system for cost estimates;
- Inspection process to assist in programming of capital works during pre-budget;
- Council's long term council plan; and
- Long term contracts entered into for large capital works contracts such as sealing contracts.

The treatment plan listed is to formalise the capital works planning procedure that currently occurs in a series of informal meetings and discussions.

21 – Poor identification of and/or subsequent control of safety issues throughout the Shire.

The residual risk rating of risk 21 is medium, with the likelihood being rated as unlikely and the consequence being rated as major.

The controls listed for risk 21 are as follows:

- Council's OHS policy which outlines Council's commitment to providing a safe workplace for all employees;
- Safety inspection;
- Information, training and instruction given to all staff;
- Regular OHS, Safety and Efficiency Meetings and staff meetings all discuss the issue of safety and OHS;
- OHS induction for all staff;

The treatment plan risk 21 include:

- Review Council's management and supervision of volunteers;
- Improve Council's contractor management program;
- Improve near miss and hazard reporting throughout Council staff;
- Implement more training on the importance of near miss and hazard reporting; and
- Reporting against OHS KPIs to OHS Committee and Senior Management Team.

We have seen improved incident/hazard/near miss reporting over the past 6 months due to our HR and Safety Officer spending more time with our outdoor staff showing them how to report incidents on their phone and thoroughly following up on all incidents/hazards/near misses.

46 – Structural of biohazard risks from Council buildings, due to building age/condition or presence of asbestos

Risk 46 has a residual risk rating of medium, with the likelihood being rated as unlikely and the consequence rated as moderate.

The controls Council has in place include:

- Building inspections;
- Condition report on Council buildings;
- General maintenance completed on Council buildings; and
- Records of which council buildings contain asbestos.

The treatment plan for this risk include:

- Obtaining quotes for a fresh asbestos audit to be completed; and
- Installing warning signs on buildings that have asbestos.

65 – Failure of IT infrastructure

Risk 65 has a residual risk rating of medium with the likelihood rated as possible and the consequence rated as moderate.

Council's current controls are listed as follows:

- Upgrading systems as allowed by budgetary constraints;
- IT contractor appointed to assist IT Administrator; and
- Windows 7 phased out.

The treatment plan for this risk includes:

- The rural council transformation project which should improve Council's financial IT system;
- Replacement of servers with one physical server; and
- Implementation of 5 year server replacement schedule.

80 – Poor management of Council roads and footpaths

Risk 80 has a residual risk rating of medium, with the likelihood rated as unlikely and the consequence rated as moderate.

The controls for risk 80 are:

- Road Management Plan (reviewed in 2017); and
- Council Asset Inspector appointed to complete asset inspections in accordance with the RMP.

The treatment plan for this risk includes:

- Conducting a review on Council's Road Management Plan; and
- Review of the road hierarchy.

138 – Inefficient identification, management and control of trees / native vegetation and cultural heritage impacts in projects throughout the Shire

Risk 138 has a residual risk rating of medium, with the likelihood considered to be possible and the consequence considered to be moderate.

The controls for this risk are:

- Four year capital works plan / asset management plan in place;
- Design budget allocated for future financial years projects;
- Consultation process involving Barengi Gadjin prior to commencing projects;
- Vegetation identification maps;
- Mydata identification system;
- DELWP training; and
- Engagement of a native vegetation specialist where necessary.

The treatment plan for this risk is as follows:

- Allocate more resources to assist with appropriate planning if possible; and

- Putting together a booklet in consultation with DELWP on common native vegetation that may be on Council worksites.

147 – Inadequate funding to renew infrastructure assets in a timely manner

Risk 147 has a residual risk rating of medium, with the likelihood being rated as rare, but the consequence being rated as catastrophic.

The causal factors for this risk are:

- Lack of accurate asset management data and long term financial projections to identify optimum renewal funding requirements; and
- Funding gap for renewal programs due to funding sacrifices to meet demands for upgrades.

The current controls in place are:

- Asset condition audits conducted every 3 -5 years;
- Audit outcomes prioritised, sorted into categories and assigned to the operations team;
- MyData; and
- Setting of renewal targets.

The treatment plan for this risk is to complete asset management plans for each class of asset including renewal targets with Council endorsement.

2 – Inadequate and/or inconsistent resourcing across Council Business Directorate Functions

Risk 2 relates to resourcing problems that Council faces. This risk is caused by a number of factors including rate capping and increased obligations placed on rural Councils

The controls that are in place are as follows:

- Staff involvement in annual budget preparation;
- Implemented business process with well-defined strategies and targets; and
- Implementation of the Council plan.

The treatment plan for this risk is the development of a Workforce Plan as part of the implementation of the *Local Government Act 2020* and the implementation of the RTCP which will enable Council to share resources with surrounding Councils.

8 – Reduced community sustainability / viability throughout the Shire

Risk 8 relates to reduced community sustainability in the Hindmarsh Shire. This risk is caused by a reduction in population and reduction of economic opportunities offered in the Shire.

The controls in place to address this risk include:

- Running programs with the aim of retaining young people;
- Extensive Community Planning;
- Support of tourism associations;
- Support of the migrant population;
- Community Care services provided to the elderly and vulnerable members of our community;
- Business assistance grants;
- Economic development strategy

The treatment plan of this risk is the implementation of the Better Approvals Process which assists business owners with getting the relevant permits easily and a review and update of Council's Economic Development Strategy.

Link to Council Plan:

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

Financial Implications:

Nil.

Risk Management Implications:

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

Conflict of Interest:

Under section 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: Helen Thomson, Manager Governance & Human Services
In providing this advice as the Author, I have no interests to disclose.

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

MOVED: D WELSH / A ROBERTS

That the Audit & Risk Committee receives the Risk Management update.

Refer attachment 6.1 & 6.2

7. Hindmarsh Shire Council Quarterly Financials
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Responsible Officer: Director Corporate & Community Services

Attachment Number: 7.1 Quarterly Finance report ending 31 March 2021

Introduction:

The purpose of this report is to provide the Audit & Risk Committee the quarterly finance report to 31 December 2021.

Discussion:

The quarterly finance report for the period ending 31 March 2021 will be presented to Council on Wednesday 9 June 2021.

The report includes a comprehensive income statement, balance sheet, cash flow and capital works statement, along with a dashboard providing information on various financial and non-financial elements of councils business, and the half yearly Local Government Performance Reporting data.

As at 31 March 2021 the Comprehensive Income Statement reports a year to date surplus of \$3,229,723 against a budgeted surplus of 1,863,499. Cash at 31 March 2021 was \$11,228,601, with capital works expenditure \$4,326,092 against a year to date budget of \$5,740,719.

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

The preparation of the quarterly statement is a statutory requirement.

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

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

MOVED: A ROBERTS / M ALBRECHT

That the Audit & Risk Committee receives the quarterly finance report for the period ending 31 March 2021.

Refer attachment 7.1

8. VAGO Audit Update

Responsible Officer: Director Corporate & Community Services

Attachment Number: 8.1 VAGO Audit Findings Action List

Verbal report to be given during the meeting by Mr Martin Thompson, Crowe on the 2020/2021 Interim VAGO Audit and discussions regarding the progress on audit findings.

MOVED: D WELSH / A ROBERTS

That the Audit & Risk Committee receives the verbal audit update and progress on audit findings.

9. Internal Audit Update

Responsible Officer: Director Corporate & Community Services

Attachment Number: 9.1 Internal Audit Findings Action List

9.2 Risk Management Policy

9.3 Internal Audit Recent Publications

9.4 Internal Audit Status Report

Verbal report to be given during the meeting by RSD Audit on the recent internal audit for asset management and road maintenance, recent audit publications and internal audit status.

Discussion to be held on progress on internal audit findings action list.

MOVED: D WELSH / A ROBERTS

That the Audit & Risk Committee

- 1. receives the internal audit recent publications, audit status report and the verbal update on internal audit for Asset Management and Road Maintenance; and***
- 2. Notes the progress on internal audit findings and accepts the report.***

Refer attachment 9.1, 9.2, 9.3 & 9.4

K Teasdale declared a conflict of interest and left the meeting at 10:57am.

10. Internal Audit Contract

Responsible Officer: Director Corporate & Community Services
Attachment Number:

Verbal report to be given during the meeting regarding recent advertising for the Provision of Internal Audit Services.

MOVED: A ROBERTS / M ALBRECHT

That the Audit & Risk Committee receives the update on the Provision of Internal Audit Services.

11. Reimbursements

Responsible Officer: Director Corporate & Community Services
Attachment Number: 11.1 Reimbursement Listing

Introduction:

This report provides the Audit & Risk Committee with a list of reimbursements made to the CEO and Councillors for the period 01 March 2021 to 31 May 2021.

Discussion:

A listing is provided for review by the Audit & Risk Committee of payments made to the CEO and Councillors (excluding Councillor Allowances).

Link to Council Plan:

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

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

Reimbursement will not be made where the transaction cannot be supported with a tax invoice.

Conflict of Interest:

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

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

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

MOVED: D WELSH / A ROBERTS

That the Audit & Risk Committee receives the reimbursement listing for the CEO and Councillors for the period 01 March 2021 to 31 May 2021.

Refer attachment 11.1

12. Governance Compliance Report

Responsible Officer: Director Corporate & Community Services

Attachment Number:

Introduction:

The purpose of this report is to inform Audit and Risk Committee of:

- Councils progress with the implementation of the *Local Government Act (Vic) 2020 (Local Government Act)*;
- Council's progress with the implementation of the *Gender Equality Act (Vic) 2020 (Gender Equality Act)*; and
- Council's response to the 11 recommendations to Victorian Councils outlined in the Victorian Auditor General's Officer report on Sexual Harassment in Local Government.

Discussion**Local Government Act 2020**

The Act is a principles based Act, and contains less prescription in comparison with its predecessor, the *Local Government Act (Vic) 1989*, as a result, Council is required to develop its own various policies, strategies and plans while having regard to the overarching governance principles.

The following table contains a summary of Council's progress with the implementation of the new Act:

Document	Due date	Status
Governance Rules	1 September 2020	Complete
Councillor Expenses Policy	1 September 2020	Complete
Establishment of Delegated Committees	1 September 2020	N/A
Establishment of Asset Committees	1 September 2020	Completed
Establishment of Audit and Risk Committee	1 September 2020	Completed
Public Transparency Policy	1 September 2020	Completed

Document	Due date	Status
Councillor Code of Conduct	24 February 2021	Completed
Community Engagement Policy	1 March 2021	Completed
Gift Policy	24 April 2021	Completed
Annual budget	30 June 2021	Underway
Revenue and rating plan	30 June 2021	Underway
Financial Plan	31 October 2021	Not complete
Council Plan	31 October 2021	Underway
Community Vision	31 October 2021	Underway
CEO Employment and Remuneration Policy	31 December 2021	Not complete
Workforce plan	31 December 2021	Not complete
Recruitment policy	31 December 2021	Not complete
Staff Code of Conduct	31 December 2021	Complete (awaiting proclamation date)
Complaints Policy	31 December 2021	Not complete
Procurement Policy	31 December 2021	Not complete
Asset management plans	30 June 2022	Not complete

Gender Equality Act 2020

The Gender Equality Act requires Council to take positive actions towards achieving gender equality. Council has been working through the requirements outlined in the Gender Equality Act.

As part of the implementation of the Gender Equality Act Council is required to undertake a workplace gender equality audit as at 30 June 2021. As part of the workplace gender audit, Council is participating in the Victorian Public Sector People Matter survey which has been developed in consultation with the Commissioner for Gender Equality. Council will also be undertaking a desktop gender equality audit during the first half of July which will look at gender pay gaps and identify any other gender-parity issues that Council may have.

Council is then required to prepare a Gender Equality Action Plan based on the results of the Workplace Gender Equality Audit by 31 October 2021.

Additionally, since Council is required to undertake Gender Impact Assessments for any policy, service or plan which has a direct and significant effect on the community. Council has combined this process with our community engagement planning.

VAGO report on Sexual Harassment in Local Government

In December VAGO published its report on Sexual Harassment in Local Government. The report audited five Councils and conducted a sector wide survey. The report made 11 recommendations to Victorian Councils as outlined in the table as follows:

	Recommendation	Hindmarsh Shire Council's response
Recommendations on the prevalence	1. use findings from VAGO's 2020 Sexual Harassment in Local Government survey to identify and act on risk factors for council employees and workplaces	Hindmarsh Shire Council accepts this recommendation.
	2. collect information about the prevalence and nature of sexual harassment at least	Hindmarsh Shire Council accepts this recommendation.

	Recommendation	Hindmarsh Shire Council's response
	<p>once every 2 years by:</p> <ol style="list-style-type: none"> conducting workplace surveys reviewing complaints information 	<p>Hindmarsh Shire Council will implement this in conjunction with the Workplace Audit required to be undertaken by the <i>Gender Equality Act 2020</i>.</p>
	<p>3. address the risk of sexual harassment by members of the public by:</p> <ol style="list-style-type: none"> ensuring sexual harassment policies, procedures and training explicitly cover sexual harassment from the public regularly communicating to customers and staff that the council does not tolerate any form of sexual harassment from the public 	<p>Hindmarsh Shire Council accepts this recommendation.</p> <p>Hindmarsh Shire Council is in the process of updating its Sexual Harassment policy to include reference to sexual harassment from the public.</p> <p>Hindmarsh Shire Council will also be placing signs in all customer service centres clearly stating that sexual harassment by the public is not tolerated.</p>
Recommendations about preventing sexual harassment	<p>4. introduce a standalone sexual harassment policy that:</p> <ol style="list-style-type: none"> aligns with the Victorian Equal Opportunity and Human Rights Commission's <i>Guideline: Preventing and Responding to workplace sexual harassment – complying with the Equal Opportunity Act 2010</i> and the Victorian Public Sector Commission's <i>Model Policy for the Prevention of Sexual Harassment in the Workplace</i>. Includes clear links to relevant Council policies and procedures Covers the applicability of council policies to different roles workplace settings, including Councillors, customer facing staff and members of the public Is searchable on Council intranet sites or cloud software and available in hardcopy to all staff. 	<p>Hindmarsh Shire Council accepts this recommendation.</p> <p>Hindmarsh Shire Council is reviewing its current Sexual Harassment Policy and redrafting the policy in reference to the Victorian Equal Opportunity and Human Rights Commission's <i>Guideline: Preventing and Responding to workplace sexual harassment – complying with the Equal Opportunity Act 2010</i> and the Victorian Public Sector Commission's <i>Model Policy for the Prevention of Sexual Harassment in the Workplace</i>.</p> <p>Relevant Council policies are referenced throughout the Sexual Harassment Policy and can all be found on Council's Intranet.</p> <p>Council's Sexual Harassment policy is searchable on Council's records management software, Council's Intranet and is available in hardcopy from Human Resources.</p>
	<p>5. Introduce mandatory training on sexual harassment, or improve existing training so that at a minimum it:</p> <ol style="list-style-type: none"> includes face to face or live online sessions for all staff and councillors at least once every 2 years (in addition to online modules) covers safe strategies for bystander interventions is tailored to council's policies, procedures and workplace risk factors 	<p>Hindmarsh Shire Council accepts this recommendation.</p>
	<p>6. communicate a culture of respect in the council by ensuring leaders model respectful behaviour at all times and communicate to all staff at least annually that the council does not tolerate sexual harassment.</p>	<p>Hindmarsh Shire Council accepts this recommendation. An annual email from the CEO will be circulated outlining Council's commitment to preventing sexual harassment in the workplace.</p>

	Recommendation	Hindmarsh Shire Council's response
Recommendations about responding to sexual harassment	7. encourage reporting of inappropriate behaviour by: <ul style="list-style-type: none"> a. promoting formal and informal complaints channels b. allowing for anonymous complaints 	Hindmarsh Shire Council accepts this recommendation. Council's draft Sexual Harassment Policy outlines that formal, informal and anonymous complaints about sexual harassment can be made. The draft policy also addresses how different types of complaints will be handled and their strengths and weaknesses.
	8. improve record keeping of sexual harassment complaints by: <ul style="list-style-type: none"> a. keeping complete records of all interactions relating to a complaint b. documenting decisions to not investigate complaints or to stop investigations, including the rationale for the decision and the name and role of decision makers 	Hindmarsh Shire Council accepts this recommendation.
	9. review complaint procedures to ensure they include: <ul style="list-style-type: none"> a. a requirement to inform the complainant of the outcome of the complaint b. guidance on how investigators can support reluctant complainants 	Hindmarsh Shire Council accepts this recommendation. Hindmarsh Shire Council is in the process of implementing an internal complaints procedure.
Recommendations about councillors	10. ensure councillors receive training on sexual harassment at least twice per council term	Hindmarsh Shire Council accepts this recommendation.
	11. ensure councillors are informed of their internal and external options for sexual harassment support and complaints, including: <ul style="list-style-type: none"> a. the council's employee assistance program b. Councillor Code of Conduct dispute resolution process c. External complaint bodies 	Hindmarsh Shire Council accepts this recommendation. Council is currently in the process of developing a draft policy for Councillors.

Link to Council Plan:

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

Financial Implications:

Nil.

Risk Management Implications:

Keeping up to date with the implementation of the *Local Government Act 2020*, *Gender Quality Act 2020* and recommendations made by the Victorian Auditors General's Office helps to ensure Council is meeting its legislative requirements.

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: Helen Thomson, Manager Governance & Human Services

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

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

MOVED: D WELSH / M ALBRECHT

That the Audit & Risk Committee review the Governance Compliance update.

13. Audit & Risk Committee Self-Assessment

Responsible Officer: Director Corporate & Community Services
Attachment Number: 13.1 Audit & Risk Committee Self-Assessment

Introduction:

The purpose of this report is to review the Audit & Risk Committee Self-Assessment results.

Discussion:

Under the section 54 of the Local Government Act 2020 the Audit and Risk Committee must undertake an annual assessment of their performance with the assessment to be tabled at the next meeting of Council.

The self-assessment provides guidance to the Council on the effectiveness of the committee and ensures that the Committee members have the necessary experience to enable the committee to make informed recommendations to the Council. The document also informs the management of any changes that need to be made to reports tabled to the Committee to ensure they are able to make informed recommendations.

The collated results have been attached for the Audit and Risk Committee to discuss.

Link to Council Plan:

Strategic Objective 4.4: Long-term financial sustainability.

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

An effective Audit & Risk Committee will assist with Council's risk management through independent advice and assurance on internal corporate governance, risk management, internal control and compliance.

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

MOVED: A ROBERTS / D WELSH

That the Audit & Risk Committee receives the Self-Assessment responses.

Refer attachment 13.1

14. Incident and Hazarding Report

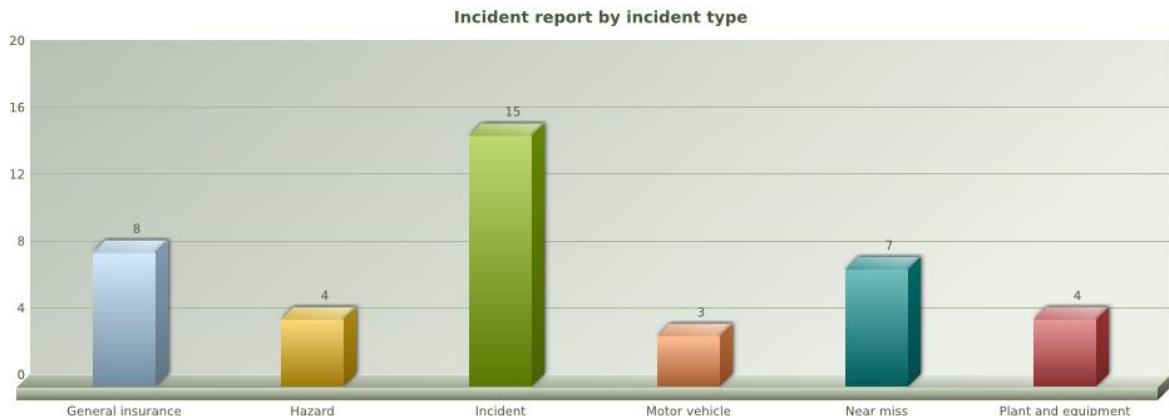
Responsible Officer: Director Corporate & Community Services
Attachment Number:

The purpose of this report is to provide the Audit and Risk Committee with an update on the Hazard, Incident and Injury Reports from 1 March 2021 – 31 May 2021.

Discussion

A total of 41 reports were received in the period 1 March 2021 – 31 May 2021. This is 18 more reports than the last report presented to Audit and Risk Committee. 15 reports were incidents relating to physical or psychological injury. Remaining 26 were vehicle or plant and equipment damage, near misses and hazards reports.

1 March 2021 – 31 May 2021.



General Insurance reports: 5 reports of theft of council equipment or materials have been reported during this time. The police have been informed of these. 3 reports of accidental damage to other assets not covered by the “motor vehicle” or “plant and equipment” categories.

One near miss was reported where a member of the public tripped at a Council run program, resulting in no injury.

At the time of reporting, one of the injuries sustained by a worker resulted in lost time. One new WorkCover claim has been submitted and is awaiting determination. Remaining incident reports did not require anything more than minor first aid treatment.

One notifiable incident was reported to WorkSafe with no further action required by them. This incident was investigated internally and a change in work procedure has been implemented.

During this period there has been an improvement in the timeliness of reporting. 70% of reports were submitted on the day of the incident, compared to 65% when last reported to the Audit Committee. A recent effort to increase the awareness of the online reporting portal Elumina has assisted with this improvement. Staff have been given assistance to access the portal on their mobile device, allowing instant reporting.

Link to Council Plan:

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

Financial Implications:

Nil.

Risk Management Implications:

Managing incident and hazard reports is a key aspect of Council's Risk Management Framework. The reporting of hazards and near misses allows hazards to be identified and controlled to mitigate further incidents.

Conflict of Interest:

Under section 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: Angela Veitch, HR and Safety Officer

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

Officer Responsible: Monica Revell, Director Corporate & Community Services

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

MOVED: M ALBRECHT / D NELSON

That the Audit & Risk Committee receives the Incident Report update.

15. Late Reports

16. General Business

17. Next Meeting

The next meeting will be held on Tuesday 7 September 2021, commencing at 11am.
Meeting closed at 11:25am.
