



7 May 2024

## AGENDA

### Notice of Ordinary Council Meeting

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**Date:** Wednesday 8 May 2024

**Time:** Commencing at 3:00pm

**Venue:** Council Chamber  
92 Nelson Street, Nhill

**Council:** Cr Brett Ireland – Mayor  
Cr Wendy Bywaters – Deputy Mayor  
Cr Melanie Albrecht  
Cr Debra Nelson  
Cr Robert Gersch  
Cr Ron Ismay

**Officers:** Monica Revell – Chief Executive Officer  
Petra Croot – Acting Director Corporate & Community Services  
Ram Upadhyaya – Director Infrastructure Services

## **Acknowledgement of Indigenous Community**

Hindmarsh Shire Council acknowledges the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations as Traditional Owners of Country.

We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past and present.



## **Public Access**

This meeting is open to members of the public and will be livestreamed from Council's Facebook page at [www.facebook.com/hindmarshshirecouncil](https://www.facebook.com/hindmarshshirecouncil)

## **Live Streaming Statement**

This meeting will be streamed live on the internet and the recording of this meeting will be published on Council's website and/or social media pages after the meeting.

Members of the public attending this meeting may be filmed.

By remaining in the public gallery once the meeting commences, members of the public give their consent to being filmed, and for the recording of them to be made publicly available and used by Council.

Information about the broadcasting and publishing recordings of Council meetings is available in the Council's Live Streaming and Publishing Recordings of Council Meetings Policy is available on the Council's website.

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## 1 ACKNOWLEDGMENT OF THE INDIGENOUS COMMUNITY & LIVE STREAMING STATEMENT

### ***Acknowledgement of the Indigenous Community***

*Hindmarsh Shire Council acknowledges that this meeting is being held on the lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations and we acknowledge them as Traditional Owners of Country.*

*We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past and present.*

### ***Live Streaming Statement***

*This meeting is being broadcast on the internet and the recording of the meeting will be published on Council's Facebook Page and YouTube Channel.*

*As a visitor in the public gallery, you may be filmed. By remaining in the public gallery, you consent to being filmed and for the recording of you to be made publicly available by the Council.*

*A copy of the Council's Live Streaming and Recording of Council Meetings Policy is available at the back of this room and on the Council's website. Please speak with one of our staff members if you have any questions.*

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## 2 APOLOGIES

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## 3 DECLARATION OF INTERESTS

A Councillor or Officer 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 and Officers at the commencement of discussion of the specific item.

#### 4 CONFIRMATION OF MINUTES

**RECOMMENDATION:**

***That the Minutes of the Ordinary Council Meeting held on Wednesday 3 April 2024 at the Council Chamber, as circulated to Councillors be taken as read and confirmed.***

*Attachment Number: 1*

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#### 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](mailto: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, questions which have been recently answered, or questions that may contain defamatory comments, 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.

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**6 ACTIVITY REPORTS**

**COUNCILLOR ACTIVITIES: 26 March – 29 April 2024**

**6.1 Cr IRELAND, MAYOR**

<b>Date</b>	<b>Meeting/Event</b>	<b>Location</b>	<b>Comments</b>
27/03/2024	Visit by Western Region Labor MP Jacinta Ermacora	Nhill	To discuss infrastructure needs in our Shire.
27/03/2024	Met with Nhill and District Sporting Club and Jacinta Ermacora	Nhill	Meeting was arranged by her office to inspect area of new change rooms grant.
27/03/2024	Yurunga Homestead Meeting		
30/03/2024	Jeparit Easter Fishing Comp	Jeparit	
02/04/2024	CEO interviews	Dimboola	Last round of interviews before decision.
03/04/2024	Meeting with Prospective CEO	Nhill	Regarding contract negotiations.
03/04/2024	Council briefing	Nhill	
03/04/2024	Council meeting	Nhill	
04/04/2024	Mayoral matters to media		
04/04/2024	Media release written announcing new CEO		
04/04/2024	Meeting with all shire staff	Nhill Works Depot	To announce Monica Revell as new CEO.
04/04/2024	Various radio interviews		
06/04/2024	Rainbow Big Sky Festival	Rainbow	A crowd of around 500 in attendance. This event is building nicely.
08/04/2024	Jeparit town advisory committee meeting		
12/04/2024	Meeting with Maddocks Solicitors	Warracknabeal	An insight into what is required by council leading up to new elections.
13/04/2024	Nhill Air Show	Nhill	What a great event showcasing our shire- a credit to all for the work involved in staging.
16/04/2024	Wimmera Mallee Pioneer Museum meeting		A shame that the committee saw fit to cancel this year's vintage rally.
22/04/2024	Radio interview with ABC to discuss		

	museum rally		
24/04/2024	Meeting with Grampians Tourism	Online	To discuss new Visitor Economy Partnership.
25/04/2024	Wreath laying at dawn service	Jeparit	
25/04/2024	Wreath laying and guest speaker at Nhill RSL subbranch ceremony	Nhill	
25/04/2024	Yurunga homestead meeting		
29/04/2024	Jeparit community consultation	Jeparit	Re playground at new swimming hole.

## 6.2 Cr BYWATERS, DEPUTY MAYOR

Date	Meeting/Event	Location	Comments
27/03/2024	In- person meeting with Minister Jacinta Ermacora MP, State Member for Western Victoria, and Hindmarsh Shire Council	Nhill Council Chamber	
03/04/2024	Council briefing meeting and council meeting	Nhill	Minutes and attachments on Council's website.
06/04/2024	Youth event, an intercultural family day	Dimboola Boat Shed	The event was in partnership with Wimmera Mallee development, Hindmarsh Shire Council, Horsham Rural City Council, Nhill Learning Centre, Headspace Horsham, and supported by Foundation for Rural and Regional Renewal.
06/04/2024	Big sky event	Oasis, Rainbow	Congratulations to the organisers and volunteers on another magnificent event.
09/04/2024	Nhill Town Committee Meeting	Senior Citizen Centre Nhill	
12/04/2024	Maddocks election period training	Warracknabeal	The Election Period Policy forms part of Council's Governance Rules. It restricts the types of decisions that can be made during the caretaker period. Councillors must ensure that conduct does not infringe those requirements. The Victorian local government general election is 26th of October 2024.
13/04/2024	Nhill Airshow	Nhill Airport	A truly Spectacular event, Congratulations

			to the organisers and the incredible volunteers.
14/04/2024	Nhill Karen Baptist Church ninth anniversary	Nhill uniting Church	The church and Hall were packed with people, local and from afar. Tasty traditional food was served to the very large crowd.
15/04/2024	Youth Council meeting	Jeparit	I was really impressed with the maturity and talent of Hindmarsh youth Councillors and can't wait to listen to their podcasts.
24/04/2024	Meeting with Grampians, Wimmera Mallee Tourism Board Inc. and Hindmarsh Shire Councillors		
25/04/2024	Anzac Day wreath laying ceremony	Dimboola	I was proud to do this with Two Dimboola Youth Councillors.
26/04/2024 – 28/04/2024	Australian Local Government Women's Association Victoria conference	West Gippsland arts Centre in Warragul Victoria	The theme of the conference was resilient and reinvention. The Baw Baw Shire Council Hosted this year's event to bring together women from across Victoria to celebrate an advance female participation in local government and to shine the light on issues facing women in the sector. Report supplied.

### 6.3 Cr GERSCH

Date	Meeting/Event	Location	Comments
27/03/2024	JP Long service presentation at Government House	Melbourne	
01/04/2024	Tourist information roster	Nhill	
02/04/2024	CEO interviews	Dimboola	
03/04/2024	Council briefing	Nhill	
03/04/2024	Council meeting	Nhill	
12/04/2024	RCV board meeting		
24/04/2024	Tourism meeting	Nhill	
25/04/2024	Anzac Day dawn service	Nhill	
25/04/2024	Anzac Day march wreath laying and service	Nhill	

### 6.4 Cr ALBRECHT

Date	Meeting/Event	Location	Comments
24/04/2024	Hindmarsh Shire	Nhill	

	Council Briefing with Grampians Tourism		
25/04/2024	ANZAC Dawn Service	Nhill	
25/04/2024	ANZAC March, Wreath laying Ceremony and Service	Nhill	

**6.5 Cr ISMAY**

No activity report provided.

**6.6 Cr NELSON**

No activity report provided.

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## 7 CORRESPONDENCE

**Responsible Officer:** Chief Executive Officer

**Attachment Numbers:** 2 – 3

**Introduction:**

The following correspondence is attached for noting by Council.

**Inwards:**

- No inwards correspondence.

**Outwards:**

- 2024/04/03 – Letter of Congratulations to Max Carland 100<sup>th</sup> Birthday
- 2024/04/03 – Letter of Congratulations to New Business Desert Blooms

**RECOMMENDATION:**

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

*Attachment numbers: 2 – 3*

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## 8 ASSEMBLY OF COUNCILLORS RECORDS

**Responsible Officer:** Chief Executive Officer

**Attachment Numbers:** 4 – 5

**Introduction:**

As required under S33(9) of Hindmarsh Shire Council's Governance Rules, the attached Assembly of Councillors Records are presented as attachments to the Council agenda for the information of Councillors.

**RECOMMENDATION:**

***That Council notes the Assembly of Councillor Records as presented.***

*Attachment Numbers: 4 – 5*

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**9 PLANNING PERMITS**

**9.1 PLANNING APPLICATIONS APPROVED UNDER CEO DELEGATION (Q1 2024)**

**Responsible Officer:** Director Infrastructure Services

**Introduction:**

This report provides Council with an update on all Planning Applications approved under delegation for the period 01 January 2024 to 31 March 2024.

**Discussion:**

All planning permit applications undergo a rigorous assessment against the Hindmarsh Planning Scheme. Delegations set by the Council allow the CEO to approve planning permits based on the outcome this assessment and recommendation from town planners. Complex planning permits are presented to the Council for decision making.

When eligible, some low impact and straightforward planning permits are assessed through the VicSmart process for swift approval. The VicSmart statutory planning permit process aims to streamline the assessment of simple planning permit applications. There were no VicSmart applications approved under CEO delegation for the period 01 January 2024 to 31 March 2024.

The following standard Planning Permit Application was approved by the CEO between 01 January 2024 to 31 March 2024.

Permit No.	Address	Proposal	Date Lodged	Trigger	Date approved	Stat Days
PA1835-2023	112-114 Lloyd Street Dimboola	Use of land for a restricted recreation facility (gym) and construction and putting up for display business identification signage	19/09/2023	<p><i>Clause 34.01-1 (C1Z) – A permit is required to use the land for a purpose (Restricted Recreation Facility) listed in Section 2 of the Table of Uses.</i></p> <p><i>Clause 43.01-1 (HO) – A permit is required to construct or display a sign.</i></p> <p><i>Clause 52.05-2 – A permit is required to construct or put up for display a sign (business identification sign).</i></p>	29/01/2024	42

**Options:**

N/A

**Link to Council Plan:**

Facilitating and supporting economic development.

**Financial Implications:**

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

**Risk Management Implications:**

Risk is managed appropriately by adhering to the assessment process during approval of all planning applications including VicSmart. Complicated planning permits with higher levels of risk are presented to the council for decision.

**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 – Mikayla Mackley, Planning Officer

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

Officer Responsible – Ram Upadhyaya, Director Infrastructure Services

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

**Communications Strategy:**

Nil

**Next Steps:**

Next Report to be provided in July for Q2 2024.

**RECOMMENDATION:**

***That Council notes Planning Applications approved by the CEO or delegate, for the period 1 January 2024 to 31 March 2024.***

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## 10 REPORTS REQUIRING A DECISION

### 10.1 NHILL CARAVAN PARK MASTERPLAN

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

**Attachment Number:** 6

#### **Introduction:**

This report seeks Council endorsement of the draft Nhill Caravan Masterplan to be released to the public for comment in accordance with Council's Community Engagement Policy from Thursday 9 May 2024 to Friday 7 June 2024.

#### **Discussion:**

In May 2023, Council called for quotations from appropriately qualified and experienced consultants to undertake the development of a Masterplan for the Nhill Caravan Park. Subsequently, Thomson Hay Landscape Architects was awarded the contract in late May 2023. As part of the development of the Masterplan the following items were stipulated as inclusions:

#### **Future considerations:**

- New amenities block (existing amenities block was refurbished in 2021);
- Improved powered sites, accommodation cabins and improved vehicle / caravan access; and
- Facilities for park users, e.g. camp kitchen, BBQs, laundry & playground.

#### **Funding of future improvements:**

Consideration of funding for future improvements should be detailed as part of the ten-year implementation plan.

Following consultation with Council staff, the Manager Community Wellbeing and staff of Nhill Caravan Park, Thomson Hay Landscape Architects presented the preliminary Masterplan for review in December 2023. Council staff have reviewed the preliminary Masterplan and responded with comments to the consultants who have subsequently made further amendments.

The draft Masterplan has also been directly sent to the Executors of the Estate of the late Ian Corsten, lessee of the Nhill Caravan Park, Nhill A&P Society, and Nhill Vintage Machinery Club for review.

#### **Options:**

1. Council can endorse the draft Masterplan to be presented for public review and comment.
2. Council can request that further amendments are made to the draft Masterplan prior to

release or request a delay to its release for public review and comment.

**Link to Council Plan:**

Theme one: Our Community

A range of effective and accessible services to support the health and wellbeing of our community.

Theme Two: Built and Natural Environment

Well-maintained physical assets and infrastructure to meet community and organisational needs.

Attractive streetscapes.

Theme Three: Competitive and Innovative Economy

Develop and promote local tourism opportunities that attract visitation.

**Financial Implications:**

There are no financial implications in relation to the development of the Nhill Caravan Park Masterplan and the release of the document to the public for review and comment. Any works associated with the redevelopment of the Nhill Caravan Park in accordance with the Masterplan will be subject to the availability of funding.

**Risk Management Implications:**

Strategic Risk Description	Risk Management Discussion
Asset Management	The Masterplan will ensure that Council has clear direction when planning improvements and seeking funding for works to this important tourism asset. Ensuring that visitors have appropriate and accessible accommodation improves the financial viability of town businesses and supports Council's overall tourism strategy. Having a Masterplan support effective management of the asset.

**Relevant legislation:**

*Local Government Act 2020*

**Community engagement:**

Council is required to undertake deliberative engagement as per the adopted Council Engagement Policy, this requires that we engage with community members impacted by potential decisions of Council.

If endorsed by Council, the Masterplan for the Nhill Caravan Park will be released to the public for review and comment on Thursday 9 May 2024 with submissions closing on Friday 7 June 2024.

**Gender equality implications:**

Consideration of any gender equality impacts will be part of the review process of the

Masterplan and a Gender Impact Assessment will be prepared prior to the implementation of any works for the redevelopment of the Nhill Caravan Park as part of the Masterplan.

**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 – Petra Croot, Acting Director Corporate and Community Services  
In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Phil King, Manager Community Wellbeing.  
In providing this advice as the Author, I have no disclosable interests in this report.

**Communications Strategy:**

Council’s decision will be communicated to the community via social media posts, media releases and Council’s website, as well as Council’s e-newsletters and monthly newsletters.

**Next Steps:**

A drop-in session will be held during the consultation period in Goldsworthy Park for interested community members. Comments regarding the Nhill Caravan Park Masterplan will be presented to at the June Council meeting for consideration.

**RECOMMENDATION:**

***That Council endorses the release of the Nhill Caravan Park Masterplan for community review and comment from 9 May 2024 to 7 June 2024.***

*Attachment Number: 6*

## 10.2 PROPOSED ASSET DISPOSAL – GERANG GERUNG HALL

**Responsible Officer:** Director Infrastructure Services

### **Introduction:**

This report proposes that Council advertises its intention to sell the property currently known as the Gerang Memorial Hall, located on Gerang-Glenlee Road, Gerang Gerung.

### **Discussion:**

Council manages a number of buildings across the Shire that are approaching end of life or at end of life. This report discusses an option to reduce the number of buildings by selling assets that are surplus to Council's needs.

The last condition and valuation audit on Council facilities showed many were in fair to poor condition – with operation and maintenance costs increasing to meet user demand or in the Gerang Halls case, no demand. Issues in the building include:

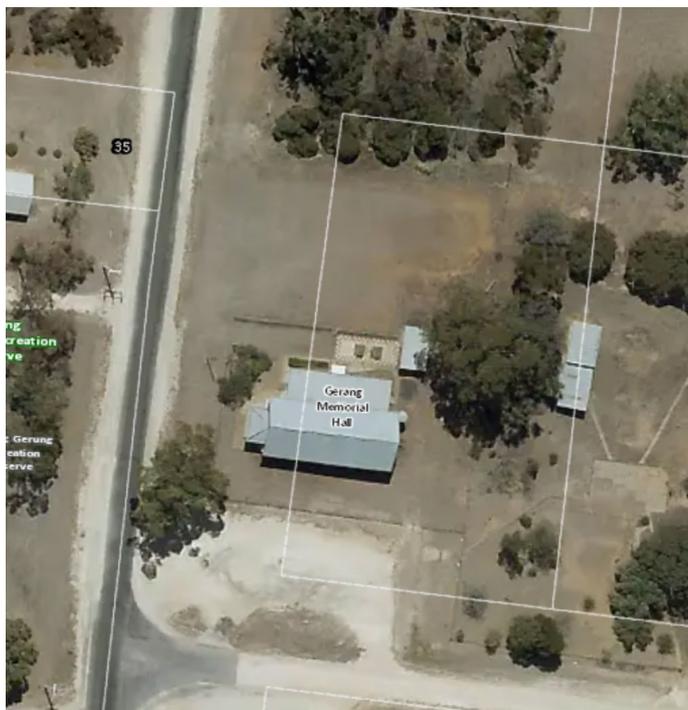
- White ant damage – Toilet block and kitchen dining area
- Friable Asbestos – Toilet block
- Drainage issues in the dining area
- Mould in the ceiling





Since 2019 the Gerang Hall has not been used for any functions or community use. Moreover, in October 2023 the committee of management for this voted to hand management responsibility of this building back to council.

The hall contains some items of historical significance such as honour board, memorabilia etc. Any items of historical significance to the community will be removed from the property prior to the sale of the building. Officers have been liaising with the past secretary of the Gerang Hall Committee in relation to their preference for the honour board, memorabilia and other items of significance.



**Options:**

1. Council proposes the sale of Gerang Hall as measure to dispose surplus asset and undertake participative engagement including seeking submissions.
2. Council can resolve to keep Gerang Hall in Council's asset pool, noting that significant maintenance is required on the building that will need to be referred to a future budget.

**Link to Council Plan:**

Built and Natural Environment- Well maintained physical assets and infrastructure to meet community and organizational needs.

**Financial Implications:**

The council will incur fees for the sale of the property. Upon the sale of the property rates and charges may be able to be levied. There will be some savings on ongoing costs as the Council will no longer be responsible for the Fire Services Levy and maintenance on the property. The selling fee will be re-couped through any ultimate sale of the property.

As building assets in Council’s asset pool are aging, there will be a need for some significant investment for maintenance and upkeep of those assets in coming days. This building is non-revenue generating and is at the end of life. Hence, disposing this asset will reduce the ongoing liability to the Council.

**Risk Management Implications:**

Strategic Risk Description	Risk Management Discussion
Asset Management	It is critical that Council and the community understand the principles around Asset Lifecycle and the financial implications of the cycle for Council. The appropriate planning for the buildings includes asking the community what they need for the future. This can sometimes be a difficult discussion if we are attempting to be aspirational but dealing with population and usage decline.
Community Needs	The committee has handed control back to Council and there has been no community use for close to 5 years. However, advertising the intention to dispose of the asset may result in the community demonstrating a need for the asset.

**Relevant legislation:**

Under Section 114 of the *Local Government Act 2020* (Act) Restriction on power to sell or exchange land

- (2) Before selling or exchanging the land, the Council must—
  - (a) at least 4 weeks prior to selling or exchanging the land, publish notice of intention to do so—
    - (i) on the Council's Internet site; and
    - (ii) in any other manner prescribed by the regulations for the purposes of this subsection; and
  - (b) undertake a community engagement process in accordance with its community engagement policy; and
  - (c) obtain from a person who holds the qualifications or experience specified under section 13DA(2) of the **Valuation of Land Act 1960** a valuation of the land which is made not more than 6 months prior to the sale or exchange

**Community engagement:**

If Council resolves to advertise the intention to dispose of the Gerang Hall there will be a public notice process as per Council's Engagement Policy and Act requirements.

Council officers have recently sent a letter to the former Hall Committee to seek feedback on the proposed recommendation and options for housing materials of historical significance. The committee responded providing the feedback on housing materials of historical significance. No feedback/objections were provided regarding proposed recommendation of this report.

**Gender equality implications:**

A gender impact assessment is not required.

**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 – Ram Upadhyaya, Director Infrastructure Services

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

Author – Michael Henderson, Manager Assets & Facilities

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

**Communications Strategy:**

Under the *Local Government Act 2020*, if Council resolves that an asset is surplus to requirements and its intention is to dispose of the asset then in accordance with Councils Community Engagement Policy, any asset sales will undertake participatory engagement including direct discussions, public advertising and seeking submissions prior to making a decision.

**Next Steps:**

Council will publicly advertise and advise appropriate community/township groups and seek submissions which Council will then consider at a future meeting to decide a further course of action.

**RECOMMENDATION:**

***That Council:***

- 1. gives public notice by advertising for a minimum of 28 days Council's intention to sell Gerang Memorial Hall, Gerang Glenlee Road, Gerang Gerung under section 114(2)(a) of the Local Government Act 2020;***

- 2. Council undertakes a community engagement process in accordance with its Community Engagement Policy in accordance with s114(2)(b) of the Local Government Act 2020;**
  - 3. Council obtains a valuation of this building for sale, from a registered valuer in accordance with s114(2)(c) of the Local Government Act 2020; and**
  - 4. A further report to be presented to the Council at the end of the notice period with consideration of submissions received.**
-

### 10.3 HINDMARSH PLANNING SCHEME AMENDMENT AUTHORISATION REQUEST – CORRECTIONS AND ANOMALIES

**Responsible Officer:** Director Infrastructure Services

**Attachment Number:** 7

#### **Introduction:**

This report seeks Council approval to seek authorisation from the Minister for Planning, to correct zoning anomalies within the Hindmarsh Planning Scheme.

#### **Background:**

This amendment seeks to correct mapping anomalies of the Hindmarsh Planning Scheme. The mapping anomalies have resulted in the following errors:

- Privately owned land being within a public land zone.
- Publicly owned land not being within a public land zone.
- Land being in two zones.
- Land being zoned inconsistently with strategic framework plans.

The amendment addresses these mapping anomalies by correcting the errors and ensuring an up-to-date and relevant Hindmarsh Planning Scheme.

Importantly, the corrections proposed provide clarity to landowners and Council, ensure that appropriate land uses and development occurs across the Shire and that planning permit applications are being assessed against the appropriate planning provisions.

#### **Discussion:**

Council planning officers have identified 57 properties within the Municipality which currently have incorrect zoning applied to them. The distribution of these properties is as follows:

Rainbow – 18

Nhill – 15

Dimboola – 13

Jeparit – 6

Tarranyurk – 3

Netherby – 2

A number of these properties have been required to make planning permit applications to Council, for proposals which would have been exempt from a permit had the correct zoning been applied to the relevant land.

The anomalies identified include the following errors which are sought to be corrected:

Privately owned land being within a public land zone:

Ministerial Direction '*The Form and Content of Planning Schemes*' clearly states that a planning scheme may only include land in a public land zone if the land is:

- Crown land or
- Is owned, vested in or controlled by a Minister, government department, public authority or a municipal council.

A number of properties identified are erroneously contained in a public land zone, despite being in private ownership. These errors are inconsistent with the Ministerial Direction, and also result in the affected landowners being subject to planning permit requirements that would not apply if the correct zoning had been applied to the land.

Publicly owned land not being within a public land zone:

Due to various changes in land ownership over time, there are a number of parcels of land in the municipality that are owned by Council or a government authority, which are not contained in a public land zone. The use of public land zones clearly signifies that land is in public ownership, and also ensures that the land can be used for its intended purpose without unnecessary permit triggers (or in extreme cases, be prohibited from its intended use).

The amendment also includes properties which do contain a public land zone, however have had the incorrect public land zoning applied, creating unnecessary permit requirements for the land manager.

Land being in two zones:

Ministerial Direction '*The Form and Content of Planning Schemes*' does not require a parcel of land to be wholly within one zone, and there are circumstances where dual zoning of land may be appropriate. However, the corrections amendment seeks to resolve obvious errors of dual zoning – generally where a zone map has been translated in a 'straight line' format without regard to title boundaries. An example of this is properties at 63, 65 and 67 Lower Roy Street Jeparit, where the Township Zone has been applied in a straight line from the north-east to south-west, without recognition that these 3 properties are deeper than the other properties. This has resulted in the rear half of these properties being in the Farming Zone, despite being within the Jeparit Township.

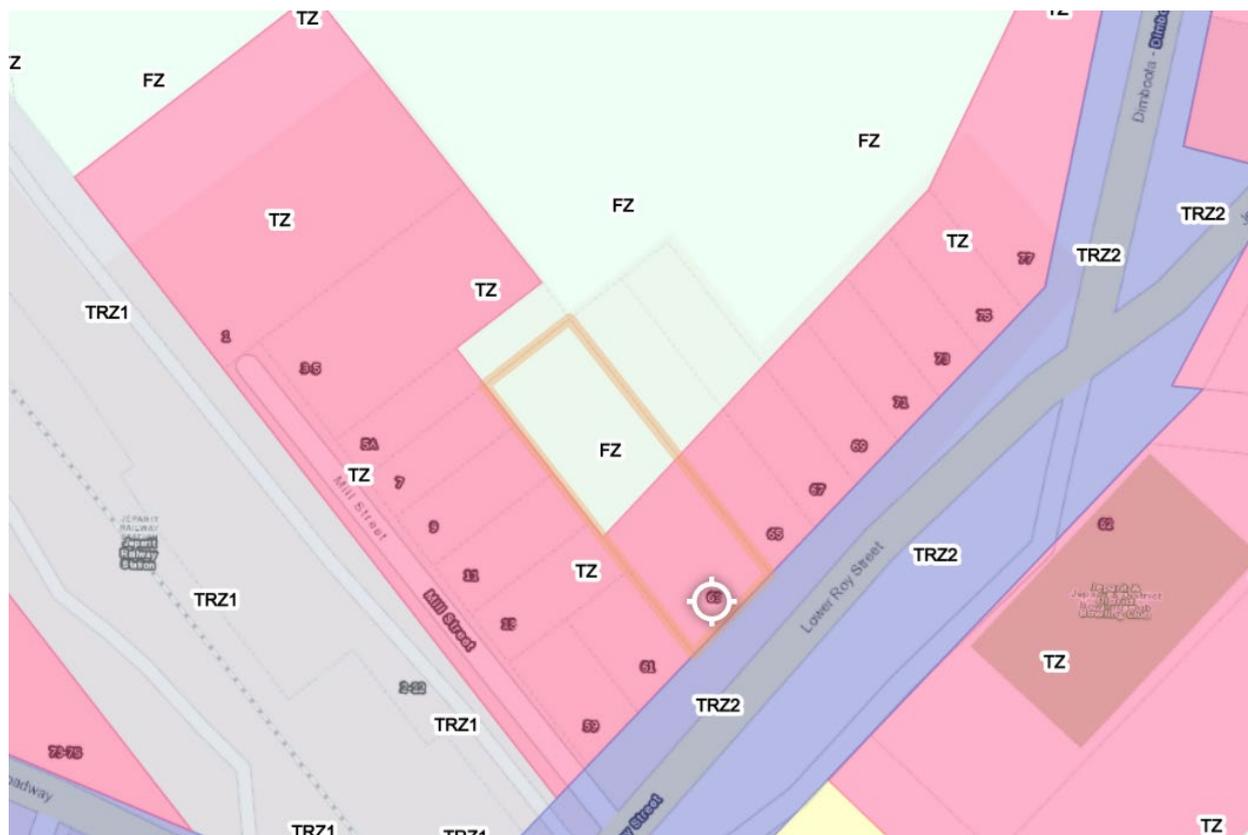


Figure 1: Property in Jeparit that has 2 zones applied despite being in the township area, creating unnecessary permit requirements.

Land being zoned inconsistently with strategic framework plans.

The amendment identifies properties which are shown in Strategic Framework Plans in Clause 02.04 of the Scheme as being for commercial or residential purposes, but which have had the incorrect zone applied. The corrections seek to ensure that land is zoned in accordance with its designation within the existing settlement boundaries.

It is noted that for some identified properties, minor alterations to settlement boundaries may be required. If this is not supported by the Minister, then these properties would need to be revisited as part of a broader strategic review of the relevant township.

The amendment will ensure that the affected properties are zoned in accordance with the underlying strategic intent of the Hindmarsh Planning Scheme, and comply with Council's obligations to review and maintain its planning scheme.

The Council is required to seek authorisation for the Planning Scheme amendment from the Minister for Planning prior to the formal exhibition process.

Following exhibition of the proposed amendment, submissions will be considered before consideration of a planning panel hearing or adoption of the amendment occurs.

**Options:**

1. Council resolves to proceed with the Planning Scheme Amendment by seeking authorisation from the Minister for Planning.
2. Council resolves not to proceed with the Planning Scheme Amendment.

Option 2 is not recommended, as Council as the Planning Authority is required to regularly review the provisions of the planning scheme for which it is a planning authority and prepare amendments to a planning scheme for which it is a planning authority (Section 12 of the *Planning and Environment Act 1987*). The retention of misapplied zoning of land in the municipality is not consistent with Council's obligations under the *Planning and Environment Act 1987*.

**Link to Council Plan:**

Objective – A community well informed and engaged

**Financial Implications:**

The amendment will be subject to statutory fees payable to the Department of Transport and Planning as prescribed by the *Planning and Environment (Fees) Regulations 2016*. These costs will be managed as part of Development Services operating budget.

The amendment will likely result in a small reduction in new planning permit applications, as there will be less chance of permits being triggered due to incorrect zoning on the affected properties. The amendment is therefore not expected to have any significant impact upon the resources and administrative costs of Council.

**Risk Management Implications:**

If Council does not proceed with the amendment, it will continue to create unnecessary permit triggers for affected landowners, which may result in disorderly planning outcomes for those owners and the broader community.

**Relevant legislation:**

This report seeks authorisation from the Minister for Planning under section 8A of the *Planning and Environment Act 1987*.

**Communications Strategy:**

All affected property owners and occupiers will be required to be notified of the proposed amendment, and will have the opportunity to make submissions relating to the amendment. Exhibition of the amendment will include letters to affected properties directly, as well as newspaper publication and publication on Councils website.

A number of the affected property owners have previously contacted Council regarding zoning and are already aware of the proposed corrections amendment.

**Gender equality implications:**

The zoning changes relate to the implementation of the Hindmarsh Planning Scheme which is a gender-neutral document.

**Confidential Declaration:**

This Council report does not consider confidential information as defined by section 3 (1) of the *Local Government Act 2020*.

**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: Ram Upadhyaya, Director Infrastructure Services.

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

Author: Tim Berger, Consultant Town Planner, on behalf of Ram Upadhyaya, Director Infrastructure Services.

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

**Next Steps:**

If Council endorses the officer recommendation, the amendment will be lodged with the Minister for Planning for authorisation.

**RECOMMENDATION:**

***That Council:***

- 1. Requests that the Minister for Planning grant authorisation under Section 8A of the Planning and Environment Act 1987 to prepare and exhibit a Planning Scheme Amendment to correct the zoning anomalies identified in Attachment 1 to this report.***
- 2. Upon receiving Authorisation of the Amendment, undertakes exhibition of the Amendment as directed by the Minister.***
- 3. Receives a further report on the Amendment at the conclusion of the exhibition period, considering all submissions received in accordance with Section 22 of the Planning and Environment Act 1987.***
- 4. Authorises the Director Infrastructure Services to make minor editorial and administrative changes to the amendment documents if required.***

*Attachment Number: 7*

## 10.4 GOVERNANCE REPORT

**Responsible Officer:** Chief Executive Officer

**Attachment Numbers:** 8 – 10

### Introduction:

This report presents the following:

1. The Privacy and Data Protection Policy, recommended for adoption following a period of community engagement;
2. The Body Worn Camera Policy, recommended for adoption following a period of community engagement; and
3. The draft Community Projects Contributions Policy, recommended to be made available for public comment for the period 9 May 2024 to 7 June 2024.

### Discussion:

#### ***Privacy and Data Protection Policy (Attachment 8)***

This Policy was last reviewed in 2020 and has been updated in line with Council’s current information landscape to strengthen adherence to the Information Privacy Principles. This update has included additional website information (including third party providers utilised by Council – including Council Committees), an updated collection statement that allows for inter-organisational information sharing where required, third party requirements (i.e. contractors and those collecting information for or on behalf of Council) and expansion of use and disclosure provisions.

This policy was made available for public submissions between 4 April 2024 to 18 April 2024 – no public submissions were received, and as such, no amendments have been made to the policy.

It is therefore recommended that Council adopt the Privacy and Data Protection Policy.

#### ***Body-worn Cameras Policy (Attachment 9)***

At the Council Meeting held on 6 March 2024, Council resolved to endorse the draft Body-worn Cameras Policy to be made available for public comment from 7 March 2024 to 21 March 2024. In total, four submissions were received and have been attached to this report. A summary of the submissions and officer responses are detailed below:

Submission Summary	Officer Response
<ul style="list-style-type: none"> <li>- Requested option for not endorsing the Policy.</li> <li>- Concern over misuse of recordings by Council staff.</li> <li>- Concern regarding people being able to access recordings of themselves.</li> </ul>	<ul style="list-style-type: none"> <li>- Option to has been added to the Jotform “I do not think this policy should be adopted.”</li> <li>- Access to recordings will be strictly limited to those authorised by the CEO. Council uses a records management system that has built-in security, ensuring that there is no unauthorised access. Storage and access to the footage will comply with the <i>Privacy and Data Protection Act 2014</i> and <i>Freedom of Information Act 1982</i>.</li> </ul>

<ul style="list-style-type: none"> <li>- Do not consent to being recorded.</li> </ul>	<ul style="list-style-type: none"> <li>- Recording will comply with all relevant legislation. The draft Body-worn Camera Policy covers authorised recordings in public places where there is no expectation of privacy (a place where is an expectation of privacy would include a public bathroom or change room) and in private properties under circumstances prescribed by legislation.</li> </ul>
<ul style="list-style-type: none"> <li>- Concern over recording for collecting evidence of a breach of legislation or Local Law.</li> <li>- Concern over unauthorised recording.</li> <li>- Recording open to interpretation if not all context is captured.</li> <li>- Concern over whether officers have been training in de-escalation techniques</li> </ul>	<ul style="list-style-type: none"> <li>- Council currently utilises mobile devices to capture the evidence of breaches, these are carried with Authorised officers and used as required. In some instances, the body-worn camera may be more appropriately, safely, and efficiently located for use. It is important that instances of breaches in Local Laws and legislation that Council is responsible for administering are responded to.</li> <li>- Recording will comply with all relevant legislation. The draft Body-worn Camera Policy covers authorised recordings in public places where there is no expectation of privacy (a place where is an expectation of privacy would include a public bathroom or change room) and in private properties under circumstances prescribed by legislation.</li> <li>- Council Authorised Officers are trained in managing challenging conversations and de-escalation. It is always preferable to minimise the risk of occupational violence and unlawful activity, but the rates of occupational violence against authorised officers who are undertaking enforcement activity (including other Councils and government departments) are significant and require proactive action. Should an investigation of an incident be required, Council officers would consider the context of the situation and provide involved parties with an opportunity to provide further information, should it be appropriate to do so. We understand that one perspective does not present a complete picture.</li> </ul>
<ul style="list-style-type: none"> <li>- Believes Policy is inappropriate.</li> </ul>	<ul style="list-style-type: none"> <li>- We are proposing to provide Body Worn Cameras (BWCs) for authorised officers, aiming to bolster transparency and accountability in our interactions with the public. The rates of occupational violence against authorised officers who are undertaking enforcement activity (including other Councils and government departments) are significant and require proactive action.</li> </ul>
<ul style="list-style-type: none"> <li>- Concern over identification of Camera operator.</li> <li>- Concern over conduct of Council staff and instances of misuse of camera.</li> </ul>	<ul style="list-style-type: none"> <li>- Authorised officers are required to wear identification that identifies them and their authorisation to undertake the enforcement activity.</li> <li>- Council has developed a draft operational procedure that will ensure that authorised officers are trained and also provides for the identification of, and response to, any misuse by Council staff.</li> </ul>

The policy provides for Body Worn Cameras (BWCs) being worn authorised officers, aiming to bolster transparency and accountability in our interactions with the public. They are not

intended to monitor residents. Situations where it may be appropriate for an Authorised Officer to use the BWC are:

- Attending a dog attack incident where the owner becomes aggressive, and the Authorised Officer is unable to leave the incident until public safety has been assured; or
- Undertaking enforcement activity that involves a member of the community who has previously exhibited violent or aggressive behaviour towards Council staff.

Should the Policy be adopted, Council Officers will adhere to all relevant privacy legislation, including but not limited to the Privacy and Data Protection Act 2014, when using body-worn cameras and when managing recorded data. Council will take all appropriate steps to ensure that no unauthorised recording takes place.

Council officers have developed a draft operational Body-worn Camera Procedure that provides for:

- Authorised officers not using the devices until they have received training in operation of the device, the adopted Council policy, managing privacy considerations and storage, access, and retention of information.
- Providing notification of recording where it is reasonable, safe and practicable to do so.
- Circumstances where it is appropriate to use the device.
- Management of complaints.

The draft Body-worn Camera Policy covers authorised recordings in public places where there is no expectation of privacy (a place where is an expectation of privacy would include a public bathroom or change room) and in private properties under circumstances prescribed by legislation. Data collected from the use of Body-worn Cameras is subject to the *Freedom of Information Act 1982*. Footage containing a person's personal information may be available for access under this Act.

It is Council officer's view that the constraints of the Policy and the proposed operational Body-worn Camera Procedure balance the privacy of the individual with the health and safety of the authorised officer. It is recommended that Council adopts the Body-worn Cameras Policy.

### ***Community Projects Contributions Policy (Attachment 10)***

This Policy provides a framework for when and how community groups may be required to contribute financially to projects managed by Council. The council is committed to planning and delivering community projects across the Shire that benefit local communities. This includes developing and redeveloping Council assets, as well as existing community infrastructure that is owned by the Victorian Government (or one of its entities), where Council is required to be the project coordinator. When seeking funding for projects, partnering with community groups will better position the Council to develop and renovate community assets. The expected contributions, depending on the scope of the project, are detailed in the Community Projects Contributions Policy attached to this report.

It is recommended that in accordance with the Local Government Act 2020 and Council’s Community Engagement Policy, the draft Community Contributions Policy be made available for public submissions from 9 May 2024 to 7 June 2024.

**Options:**

1. Council can adopt the Privacy and Data Protection Policy, Body-worn Cameras Policy and endorse the Community Project Contributions Policy for community consultation for the period 9 May 2024 to 7 June 2024.
2. Council can choose to amend one or all of the policies prior to adoption and/or endorsement for a community consultation period.
3. Council can not adopt one or both policies, and not endorse the Community Project Contributions Policy for a period of community consultation.

**Link to Council Plan:**

A community well informed and engaged.  
Strong governance practices.

**Financial Implications:**

*Privacy and Data Protection Policy*  
NIL

*Body-worn Cameras Policy*

There is minimal costs associated with the implementation of this policy. Council will account for the cost of body-worn cameras within the existing budget.

*Community Project Contributions Policy*

This policy would impact the amount required to be committed by Council as a co-contribution to grants and projects, where the project fits within the scope of the policy as requiring a community contribution.

**Risk Management Implications:**

Strategic Risk Description	Risk Management Discussion
Governance	The Privacy and Data Protection Policy ensures that Council is complying with the <i>Privacy and Data Protection Act 2014</i> and the information privacy principles contained therein. This also supports the technology security strategic risk in adding to the framework of systems that Council uses to protect private and confidential information.
Organisational Culture and Capability	Establishing a policy that provides for capturing, and therefore better enabling Council to respond to, instances of occupational violence ensures that Council is meeting OHS obligations and supporting staff in high-risk roles.
Community Needs	The Community Project Contributions Policy will enable Council to better meet community needs through the design and implementation of financially sustainable projects.

**Relevant legislation:**

*Local Government Act 2020*

*Privacy and Data Protection Act 2014*

**Community engagement:**

The Privacy and Data Protection Policy and Body-worn Cameras Policy have been made available for public submissions prior to the recommendation to adopt. The policies were made available online and in hardcopy form at Council offices, with the submission period being advertised via Council's e-news, social media, newsletters, website and physical posters.

**Gender equality implications:**

The policies listed in this report impact the community, however that impact has been determined to not be significant in that it would warrant a GIA.

**Conflict of Interest:**

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

Officer Responsible – Monica Revell, Chief Executive Officer

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

Author – Petra Croot, Acting Director Corporate and Community Services

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

**Communications Strategy:**

If the two policies recommended for adoption are adopted, they will be published on Council's website, and Council will notify the community via newsletters and social media. Community members who made submissions will be contacted individually.

If the policy recommended for endorsement for a period of consultation is endorsed, it will be published on Council's website, made available in hardcopy form and advertised via local newspapers.

**Next Steps:**

As Above.

**RECOMMENDATION:**

***That Council adopt the Privacy and Data Protection Policy and Body-worn Cameras Policy and endorse the Community Project Contributions Policy for a period of community consultation from 9 May 2024 to 7 June 2024.***

*Attachment Numbers: 8 – 10*

## 10.5 COUNCIL PLAN 2023/2024 ACTIONS PROGRESS REPORT

**Responsible Officer:** Chief Executive Officer

### Introduction:

This report provides Council with a progress update on the actions for 2023/2024 taken against the Council Plan and Municipal Health & Wellbeing Plan 2021-2025.

### Discussion:

Council's main strategic document the Council Plan 2021-2025 was developed and adopted on 22 September 2021. The document contains strategic objectives under four Themes Our Community; Built and Natural Environment; Competitive and Innovative Economy; and Good Governance & Financial Sustainability with annual actions on how Council will achieve the objective of the plan.

Annually, Council adopts an Action Plan that aids in the achievement of the objectives within the Council Plan 2021-2025.

Progress on the 2023/2024 actions against the Council Plan are included below:

### Theme One – Our Community

Action Item	Update on Action	Status
Promotion and marketing of Council information including the monthly hardcopy newsletters available at customer service centres and libraries, and fortnightly e-newsletters distributed through emails and available on Council's website	<p><b>Q1 &amp; Q2</b> - Council staff continue to prepare and distribute monthly newsletter and fortnightly e-newsletters. Monthly newsletters are printed for free collection from Council Customer Service Centres and Libraries, and fortnightly e-newsletters are sent to our subscribers. All newsletters are available for viewing on Council's website at <a href="http://www.hindmarsh.vic.gov.au/newsletters">www.hindmarsh.vic.gov.au/newsletters</a></p> <p><b>Q3</b> - In addition to existing community communications, Council will commence trialing quarterly hard-copy newsletter drops to all mailboxes within Hindmarsh Shire. The first hardcopy newsletter is scheduled to be distributed in late April 2024.</p>	Ongoing
Support our ageing community through hosting inclusive seniors concert and social	<p><b>Q1</b> - Planning is underway for the 2023 Seniors Concert on Wednesday 11 October.</p> <p><b>Q2</b> – The Hindmarsh Shire Seniors Concert was a huge success with over 360 people attending. Buses transported people from across the Shire to the inclusive event. Movie matinees continue to be successful with attendees coming from across the Shire.</p>	Ongoing

<p>connection activities including movie matinees and morning teas, with a focus on diversity (refugee background, migrants, aboriginal and Torres Straight Islanders, all abilities and LGBTIQ+)</p>	<p>Cuppa connections continue to be held in each of our four libraries on a weekly basis. Council officers are currently planning musical entertainment in each town and utilising the community bus to allow interested community members the opportunity to attend cuppa connection in different towns throughout Hindmarsh.</p> <p><b>Q3</b> - Digital Literacy for Seniors sessions are scheduled in May for all 4 libraries, delivered in partnership with NNHLC. Cuppa Connections continues to be delivered across the Shire and attendance for Classic Movies is consistent following their return this calendar year. Planning has commenced for the Seniors Festival for later in the 2024.</p>	
<p>Continue to support early years services including the roll out of up to 30 hours of four-year old kindergarten in Hindmarsh</p>	<p><b>Q1</b> - A new kinder in school facility was announced for Dimboola which will help to meet the greater need due to the implementation of up to 30 hours of four-year-old kinder in 2025 and increased enrolments.</p> <p>An application was submitted (with support from Dept. of Education) for new standalone four-year-old Kindergarten at Nhill. The proposal is for both new centres to be built on School sites, assisting with the transition from Kindergarten to School.</p> <p><b>Q2</b> – Council continues to work with Emerge and the Department to support the roll out of up to 30 hours of four-year old kindergarten. We are still awaiting the outcome of the application submitted for a new standalone four-year-old kindergarten in Nhill.</p> <p><b>Q3</b> - Kinder PCGs have been established and the site plan &amp; designs are finalised. Council is still waiting on Minister confirmation for the Nhill project, and we are also waiting on confirmation for additional budget to furnish both rooms.</p>	<p><b>Ongoing</b></p>
<p>Continue to advocate for after school care and an increase in childcare in Hindmarsh Shire</p>	<p><b>Q1</b> - Council supported West Wimmera Health Services application for after school care in Nhill.</p> <p>The announcement of a new kinder in school facility in Dimboola will allow for additional childcare spaces to open up from 2025.</p> <p><b>Q2 &amp; Q3</b> – Council continues to advocate for increased childcare in Hindmarsh at any opportunity.</p>	<p><b>Ongoing</b></p>
<p>Continue to implement the Hindmarsh Shire Youth Strategy</p>	<p><b>Q1</b> - Hindmarsh Shire Youth Council with support from Hindmarsh Shire Council's Youth Officer are working closely to address and implement the Hindmarsh Shire Youth Strategy; including but not limited to hosting events and initiatives that empower, welcome, and involve other young people; and facilitating spaces that create opportunities for connection, expression, and community.</p> <p><b>Q2</b> – With the change of staff in the youth officer role the implementation of actions from the strategy has been slower than anticipated. Youth Council meetings and planning for events have continued.</p> <p><b>Q3</b> – The 2024 Youth Councillors have been developing great</p>	<p><b>Ongoing</b></p>

	<p>initiatives from the Youth Council retreat, including two projects they want to start this year.</p> <p>1) Youth Yap: to address mental health in young people by having different sessions tailored for different aged groups. We will try to approach mental health professionals such as Headspace to lead these sessions.</p> <p>2) Aussie Bush Adventure: This project is for the body and mind. Youth Councillors wanted more excursions to, but not limited to the Grampians and the Little Desert.</p> <p>Youth Councillors has had one meeting so far to plan activities for the year including discos, mental health podcast, “I Spy” which was originally created by one of our Youth Councillors in 2022.</p>	
<p>Support and host youth events that are accessible to all Hindmarsh Shire youth.</p>	<p><b>Q1</b> - Youth Councillors have organised and hosted several events, and have an ‘Aussie Disco’ currently in the middle of the planning stage – this event was decided on after multiple young people in all major towns expressing to the Youth Councillors that they love the ‘disco’ type events and find these a great way to unwind and socialise with their friends near and far.</p> <p><b>Q2</b> – Youth Councillors have hosted and organised two very big, and successful events at the end of 2023. ‘Bring on Summer’ concert, partnered with West Wimmera Shire, and a Hindmarsh Youth Formal. Young people, including Youth Councillors were very pleased with the turnout of the youth formal with 116 registrations and one youth have said “This was the best formal they’ve ever been to”.</p> <p><b>Q3</b> - Pool parties occurred in all towns across the Hindmarsh Shire including a free entry, free BBQ by the lions’ club and live music by our local DJ’s. Youth Councillors have planned to record episodes 3 and 4 of the mental health podcast in April.</p>	<p><b>Ongoing</b></p>
<p>Work with various agencies to host and promote school holiday activities throughout the Shire</p>	<p><b>Q1</b> - Hindmarsh Shire Council recently completed their September School Holiday Program, with over 130 people registered for several events and total event attendance total of over 300, these school holidays were once again another success for Hindmarsh Shire and the various partners utilised throughout the program including; Level Up Gaming, Jeparit Angling Club, local Dimboola fisherman, Rainbow Lake Association and Hindmarsh Shire Libraries.</p> <p><b>Q2</b> – Planning is underway for the National Gallery of Victoria regional roadshow which will be held in January 2024 in each of the four libraries.</p> <p><b>Q3</b> - School Holidays activities for April have started to be advertised with strong early uptake via online registrations. The program covers STEAM, gaming, cooking, puppet shows and a movie.</p>	<p><b>Ongoing</b></p>
<p>Host outdoor music sessions in</p>	<p><b>Q1</b> - There is an outdoor music concert scheduled for November in Nhill at Jaypex Park. This is currently in the planning stages, but</p>	<p><b>Ongoing</b></p>

<p>Dimboola, Jeparit, Nhill and Rainbow</p>	<p>is set to be a great event. <b>Q2</b> – A New Year’s Eve disco event was held at the Dimboola Library on the rear deck. This event was facilitated by the Dimboola Progress Association, and was very well attended. <b>Q3</b> - Outdoor music session held as part of the Jeparit Swimming Hole Redevelopment official opening.</p>	
<p>Work with various agencies to facilitate and host information sessions to inform multicultural community members on Council services and services of public and private agencies and organisations</p>	<p><b>Q1</b> - Council has recently employed a Karen Liaison / Customer Service Officer who will work with agencies and community. <b>Q2</b> – An information session to be held at the Shire office is being planned for early 2024 to provide information on Council services to our multicultural community members. <b>Q3</b> - There has been a delay in the delivery of the planned services due to the resignation of the Karen Liaison Officer. This position will be advertised in Q4.</p>	<p><b>Ongoing</b></p>
<p>Key documents translated into Karen</p>	<p><b>Q1</b> - Karen Liaison Officer employed to assist Council with interpreting services and to advise on key documents to be translated. <b>Q2</b> – A number of short information flyers have been created in Karen and placed on the local Karen Facebook page. This includes posters on animal registration, how to access interpreter services, caltrop weed, and transfer station summer hours. <b>Q3</b> - There has been a delay in the delivery of the planned services due to the resignation of the Karen Liaison Officer. This position will be advertised in Q4.</p>	<p><b>Ongoing</b></p>
<p>Consider community garden opportunities in Dimboola</p>	<p><b>Q1</b> - A Community Garden is being investigated by the Dimboola Urban Landcare Group. <b>Q3</b> – Council’s Contracts and Procurement Officer has undertaken initial investigations of Council considerations for community groups who wish to deliver community gardens. Further action will be taken by Landcare Facilitator (to be employed).</p>	<p><b>Ongoing</b></p>
<p>Support and coordinate the volunteer taxi service in Nhill</p>	<p><b>Q1, Q2 &amp; Q3</b> - Council continues to support and coordinate the volunteer taxi service in Nhill</p>	<p><b>Ongoing</b></p>
<p>Commence implementation of the recommendations from the Cultural Audit</p>	<p><b>Q1</b> - Council has amended recruitment processes to encourage multicultural community members to apply for positions. <b>Q2</b> - Hindmarsh Shire Council Cultural Inclusion Review 2023 draft report received in late December 2023. Relevant recommendations within the report are being considered for implementation throughout 2024. <b>Q3</b> - Implementation has commenced with all actions allocated to</p>	<p><b>Ongoing</b></p>

	responsible officers. One item has been completed – “Include the Victorian Equal Opportunity and Human Rights Commission’s Community Reporting Tool on Council’s website”.	
Celebrate volunteers week, International Day of People with Disability and Harmony day	<p><b>Q1</b> - Planning will commence shortly for an activity to support IDPwD which will be held in December 2023.</p> <p><b>Q2</b> - The International Day of People with Disability event was held at the Dimboola Bowling Club and whilst numbers of attendees were lower than expected due to the heat of the day and COVID-19 outbreaks, those that attended had a good day out. Carers on the day said that they were very appreciative of Council running the event and that participants look forward to it.</p> <p><b>Q3</b> - Harmony Day event delivered on 21 March 2024 in collaboration with West Wimmera Health Service. Events have been planned across the Shire for Volunteer Week and will be advertised in Q4.</p>	Ongoing
Support culturally significant days including for first peoples	<p><b>Q1</b> - Hindmarsh Shire Libraries hosted the First NAIDOC Week Exhibition showcasing both local and statewide indigenous artists. This inaugural event will continue to be on our library calendar moving forward.</p> <p>Hindmarsh Shire Libraries continue to extend upon their cultural knowledge, including indigenous Australians with representation on the State Library Victoria steering committee Libraries for Aboriginal Peoples.</p> <p><b>Q2</b> – As part of Hindmarsh Shire Libraries collection development, we will be implementing the First Nations Collection Description Guidelines that recently launched in conjunction with NSLA, AIATSIS, CAUL, CAVAL and ALIA and project consultant Tui Raven. Adoption of these guidelines commits our support of first nations peoples.</p> <p><b>Q3</b> – Council’s CEO is working with BGLC to plan for an effective partnership moving forward. A RAP is currently under consideration. Another art exhibition is being planned for NAIDOC week 2024, with officers waiting on final confirmation of event details.</p>	Ongoing
Provide community action grants to support Hindmarsh community groups and organisations	<p><b>Q1</b> - Community Action Grants are currently being advertised and round one application will be presented to Council in October 2023.</p> <p><b>Q2</b> – Council awarded round one of the community action grants to 13 community groups / organisations at the October Council meeting. Round two is currently being advertised and will be presented to the March 2024 Council meeting.</p> <p><b>Q3</b> - Council awarded round two of the community actions grants to 10 community groups at the March Council Meeting.</p>	Ongoing
Advocate for and host a range of learning and skill development	<p><b>Q1</b> - Hindmarsh Shire Libraries host a range of activities including literacy development, digital literacy and creative endeavors, across a range of ages and demographics throughout the Shire.</p> <p><b>Q2</b> - Hindmarsh Shire Libraries are continually looking for</p>	Ongoing

<p>opportunities for all ages throughout Hindmarsh</p>	<p>opportunities to showcase visiting authors, learning through doing activities for both early years, primary and secondary students as well as running programming that supports our ageing population such as Digital Literacy for Seniors. <b>Q3</b> - Digital Literacy for Seniors scheduled for May 2024, Supported Playgroup continues to operate with self-referrals identified as a priority area, school holidays activities in April feature active and fun learning opportunities.</p>	
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**Theme Two – Built & Natural Environment**

Action Item	Update on Action	Status
<p>Continue to advocate for funding for Davis Park upgrades including undercover seating</p>	<p><b>Q1</b> - Funding for stage one has been allocated through Council and LRCI phase 4, with a grant application submitted through the Country Football Netball Program 2023/2024 pending. If successful, this additional funding will secure completion of stage one upgrades which include the construction of AFL compliant change rooms and undercover seating. <b>Q2</b> – Council is still awaiting the outcome of the funding application and will be notified in February 2024. Council will continue to advocate for funding to continue staged redevelopment of Davis Park. <b>Q3</b> - Funding for this project has been confirmed and the project has been submitted to the Project Management Office for delivery. Design is currently being finalised with aim of Building Permit early May, Tender once this is approved.</p>	<p><b>Underway</b></p>
<p>Facilitate Hindmarsh Heavy Transport and Freight Working Group</p>	<p><b>Q1 &amp; Q2</b> - Council continues to facilitate the Heavy Transport and Freight working group. <b>Q3</b> – To commence in Q4.</p>	<p><b>Ongoing</b></p>
<p>Seek funding for shade structure over Jeparit recreation reserve playground</p>	<p><b>Q1 &amp; Q2</b> - Awaiting suitable grant programs. <b>Q3</b> - Awaiting Suitable funding opportunity. This needs to be justified following the merger with Rainbow and Hopetoun.</p>	<p><b>Not yet commenced</b></p>
<p>Install recycling and glass collection bins in main street in Dimboola, Jeparit, Nhill and Rainbow</p>	<p><b>Q1</b> - Council has purchased bin surrounds that will be installed in the central business district in each town that include recycling and glass collection bins. <b>Q2</b> – Bin surrounds have been purchased with the installation being scheduled into the works program. <b>Q3</b> – Installation underway.</p>	<p><b>Underway</b></p>
<p>Sealed road construction works on Dimboola Minyip Road (subject to funding)</p>	<p><b>Q1</b> - Assessment and cost estimate completed, we are currently awaiting the outcome from NDFA regarding flood recovery funding. <b>Q2</b> – NDFA application for funding was unsuccessful. Project funding now sought from HVSP with council contribution, with grant application submitted. <b>Q3</b> - Awaiting outcome of HVSP funding application.</p>	<p><b>Not proceeding</b></p>

	Construction in 24/25 if successful.	
Hold free green waste month in September and encourage residents to tidy their properties prior to the fire season	<p><b>Q1</b> - Free green waste month is being held from 16 September to 15 October 2023.</p> <p><b>Q2</b> – Free green waste month was held from mid-September until mid-October.</p> <p><b>Q3</b> – Completed for the 23/24 Council Plan Actions period. Planned for 2024 in September/October prior to the Fire Danger Period.</p>	<b>Completed</b>
Continue implementation of the Nhill Streetscape Plan	<p><b>Q1</b> - Stage 1 (Nhill Lake Pathway) is underway and currently awaiting on required approvals from various authorities before works can commence. Planning for stage 2 (pathway from Goldsworthy to Jaypex Park) will soon commence.</p> <p><b>Q2</b> – Council has sought and obtained support for the project from Parks Vic, GWM Water and landowners’ consent from DELWP/DECCA.</p> <p>As per the DELWP/DECCA landowner consent we are to consult with BGLC an on-site meeting has been delayed until January.</p> <p><b>Q3</b> – Revised quotations have been sought due to complications with CHMP. The work has been awarded internally through our Works and Operations team. Other components are still in the planning phase.</p>	<b>Underway</b>
Refurbishment and repairs of Dimboola toddler swimming pool	<p><b>Q1</b> - No update</p> <p><b>Q3</b> - Pending funding application under RCSIF</p>	<b>Not yet commenced</b>
Commence implementation of the Hindmarsh playground strategy	<p><b>Q1 &amp; Q2</b> - Council is currently implementing community engagement software as part of the Rural Council Transformation Project. Community engagement on the playground strategy will commence once the software is set up.</p> <p><b>Q3</b> – To commence in Q4.</p>	<b>Underway</b>
Advocate for funding for a new weir at Jeparit	<b>Q1, Q2 &amp; Q3</b> - Council continues to advocate for funding for a new weir at Jeparit.	<b>Ongoing</b>
Facilitate designs for the Rainbow Football Changerooms	<p><b>Q1</b> - Preliminary construction plans have been prepared and reviewed and endorsed by Sport and Recreation Victoria and AFL Victoria. Full plans will be prepared as funding is allocated to establish a shovel ready project.</p> <p><b>Q2</b> – This project has been placed on hold due to the amalgamation of Jeparit Rainbow FNC and the Southern Mallee Giants FNC as it is unclear what grounds the new club will be utilising.</p> <p><b>Q3</b> - On hold until full season is complete with the new teams that have merged.</p>	<b>Delayed</b>
Seek funding to	<b>Q1 &amp; Q2</b> - No update – awaiting suitable funding	<b>Delayed</b>

undertake a solar assessment on Council buildings and halls	<b>Q3</b> – Awaiting quotes and designs for funding application.	
Construction of shade structure at Rainbow Skatepark	<b>Q1</b> - A meeting with The Oasis committee has been organised to determine a suitable location which will also determine an appropriate size for the shelter. Once this consultation has occurred quotations for the supply and installation will be obtained. <b>Q2</b> – The quotation for the construction of the concrete slab has been awarded and is expected to be constructed in January 2024. The shelter has been purchased with delivery late December 2023 – January 2024. Installation of the shelter will take place around two weeks after the concrete slab has been constructed. <b>Q3</b> - Completed	<b>Complete</b>
Consider opportunities and seek funding for lighting in public areas	<b>Q1, Q2 &amp; Q3</b> - Council continues to monitor funding opportunities to enable increased / improved lighting in public areas.	<b>Delayed</b>
Ensure Council representation on Western Highway Action Committee, Wimmera Regional Transport Group and Hindmarsh Landcare Network	<b>Q1, Q2 &amp; Q3</b> - Council continues to be represented on the WHAC, WRTG, and HLN.	<b>Ongoing</b>
Work closely with conservation partners including the Wimmera CMA to educate the community on land management and conservation strategies.	<b>Q1</b> - No update <b>Q2</b> – Council’s Acting CEO met with Wimmera CMA to discuss priorities for working together. <b>Q3</b> - ACEO finalising the agreement for Landcare funding with WCMA to bring Landcare facilitator in-house. Staff have worked with Wetland Revival Trust, WCMA, Parks and DEECA with agreement for council to install Eltham Copper Butterfly awareness signs at locations where habitat is present, to be funded by Wetland Revival Trust and WCMA.	<b>Underway</b>
Work with Hindmarsh Landcare Network in addressing pest and weed problems throughout Hindmarsh including Gazania and Fleabane which is spreading along roadside verges	<b>Q1</b> - No update <b>Q2</b> – Council’s Acting CEO met with Hindmarsh Landcare Network facilitator to discuss priorities for working together, and educational material for community members on weed problems including Gazania’s and Fleabane. <b>Q3</b> - ACEO finalising the agreement for Landcare funding with WCMA to bring Landcare facilitator in-house.	<b>Underway</b>
Seek funding for BMX dirt	<b>Q1</b> - No update – Council continues to monitor for	<b>Underway</b>

tracks, pocket parks, dog parks	<p>funding opportunities</p> <p><b>Q2</b> – Council is currently preparing an EOI for a dog park in Nhill through the recently announced Tiny Towns funding.</p> <p><b>Q3</b> – Council has submitted an EOI through the Tiny Towns funding stream and is awaiting the application outcome.</p>	
Seek funding for permanent Caneball and Volleyball courts in Nhill	<p><b>Q1</b> - A contract for the construction of the permanent Caneball court at the Nhill tennis Club has been awarded. Works are expected to commence in late 2023 / early 2024.</p> <p><b>Q2</b> – The concrete slab for the new cane ball court was constructed in late December 2023. Artificial turf and installation of net will be completed in second week of February 2024. Handover to Karen community to follow.</p> <p><b>Q3</b> – Completed, with the official opening held in March.</p>	<b>Completed</b>
Commence construction of new Mechanics workshop at Jeparit Depot and upgrades to Dimboola Depot	<p><b>Q1</b> - The contract for the construction of the new mechanics workshop at Jeparit has been awarded. The Dimboola Depot has been placed on hold following unsuccessful tender.</p> <p><b>Q2</b> – Necessary permits are being applied for works to construct the Workshop at the Jeparit Depot. Site works have commenced clearing the site in preparation for works to commence. Dimboola Depot site audit has been undertaken, and report is available for viewing.</p> <p><b>Q3</b> - Ground works for Jeparit Workshop commenced 12/3/24.</p>	<b>Underway</b>

**Theme Three – Competitive and Innovative Economy**

Action Item	Update on Action	Status
Installation of cabins at Dimboola, Jeparit and Rainbow caravan parks	<p><b>Q1</b> - Footings will be installed in early October, with cabins anticipated to be delivered mid-late October 2023.</p> <p><b>Q2</b> – All cabins have been delivered and are available for booking.</p> <p><b>Q3</b> - Complete</p>	<b>Completed</b>
Provide the Business Assistance Grants program	<p><b>Q1</b> - Round one Business Assistance Grant applications will be presented to Council in October 2023.</p> <p><b>Q2</b> – Council awarded 3 BAG’s to Hindmarsh businesses through round one. Round two of BAG’s is currently being advertised and will be presented to the March 2024 Council meeting.</p> <p><b>Q3</b> – BAGs awarded at the March Council meeting and payments processed by Council officers.</p>	<b>Ongoing</b>
Promote	<b>Q1 &amp; Q2</b> - Council continues to promote Hindmarsh through	<b>Ongoing</b>

<p>Hindmarsh as a tourism destination to stop, play and stay</p>	<p>print and social media channels. Utilising drone and video footage has resulted in higher engagement. Specific Stop, Play and Stay campaign currently being developed.</p> <p><b>Q3</b> - Stop Play Stay FB campaign was run over Summer School Holiday period. Images and video content development and usage ongoing. Hindmarsh promotional tourism images slideshow now showing on Nhill Dine Inn TV.</p> <p>Following leveraging from initial discussions in 2019, Hindmarsh (and WMT) have now formed the Grampians and Wimmera Mallee Visitor Economic Partnership. This presents a 'game changer' in industry support and marketing resources for Hindmarsh and the WMT region. Development of a Destination Management Plan and Local Government Area Action Plans is underway.</p>	
<p>Host quarterly business networking sessions in Hindmarsh for businesses to come together, network and learn</p>	<p><b>Q1</b> - A Business Networking session will be planned for the second quarter of 2023/2024.</p> <p><b>Q2</b> – Business Networking sessions will recommence following the recruitment of a Manager Economic Development and Tourism.</p> <p><b>Q3</b> – Manager Economic Development and Tourism appointed to deliver networking sessions – the MEDT is commencing mid-April.</p>	<p><b>Ongoing</b></p>
<p>Undertake a review of the Hindmarsh Planning Scheme</p>	<p><b>Q1</b> - No update.</p> <p><b>Q2</b> – Work has commenced on a review of the Hindmarsh Planning Scheme.</p> <p><b>Q3</b> - Planning scheme review underway. Funded through Regional Planning Hub.</p>	<p><b>Underway</b></p>
<p>Seek funding for continued development of Hindmarsh Shire Caravan Parks including master plan for Nhill Caravan Park</p>	<p><b>Q1</b> - Development of the Nhill Caravan Park masterplan is currently underway and monitoring for appropriate funding for continued development of the shires caravan parks is ongoing.</p> <p><b>Q2</b> – The draft Nhill Caravan Park masterplan has been developed but will be amended when boundary surveys of the caravan park are completed in December 2023.</p> <p>The draft masterplan will be presented to Council in early 2024 prior to being released for public comment if required.</p> <p>Monitoring for appropriate funding opportunities will continue.</p> <p><b>Q3</b> – Nhill Caravan Park Masterplan to be presented at the April Council meeting, with the recommendation to release to the public for consultation.</p>	<p><b>Underway</b></p>
<p>Adopt and Commence implementation of Council's Economic Development Strategy 2023-2028</p>	<p><b>Q1</b> - Council has worked with Wayne Street to develop the draft Economic Development Strategy for 2024-2028. The draft plan will be presented to Council in October 2023, inviting public submissions.</p> <p><b>Q2</b> – The draft Economic Development Strategy was presented to Council and released for public response. Public responses were presented to Council in December 2023, with those requesting to speak to their submission attending the</p>	<p><b>Underway</b></p>

	<p>December 2023 Council meeting. The final strategy will be presented to Council at its February 2024 Meeting for adoption.</p> <p><b>Q3</b> - The Economic Development Strategy has been adopted and will be implemented by the Manager Economic Development and Tourism.</p>	
<p>Support and seek funding and implement components of the Wimmera Mallee Pioneer Museum Masterplan</p>	<p><b>Q1</b> - Interpretive signage developed and installed at the WMPM. Council's Tourism &amp; Economic Development Officer continues to work closely with committee to continue to develop additional interpretive signage.</p> <p><b>Q2</b> – No update</p> <p><b>Q3</b> - Work is continuing a second round of interpretive signage. Reiteration of Council's commitment to the Masterplan will be strongly communicated to the updated committee and support for implementation of this will continue.</p>	<p><b>Ongoing</b></p>
<p>Support Wimmera Development Association housing strategy through identification of suitable land and advocacy for funding additional housing in Hindmarsh</p>	<p><b>Q1</b> - Council continues to support the WSMDA housing strategy.</p> <p><b>Q2</b> – Council officers are discussing the recently announced Regional Workers Accommodation Fund guidelines.</p> <p><b>Q3</b> - Council continues to support the WSMDA housing strategy.</p>	<p><b>Ongoing</b></p>
<p>Continue construction of Silo Art project at Llew Schilling Silo in Rainbow</p>	<p><b>Q1</b> - Development continues of a revised design of the Silo Tourist Attraction to deliver a project with available budget. It is expected that the revised designs will be advertised for tender late October / early November 2023.</p> <p><b>Q2</b> – The tender closed in mid-December, with officers to evaluate the responses in early 2024. Officers are negotiating with stakeholders, endeavoring to move the project forward to commencement of infrastructure construction.</p> <p><b>Q3</b> - Council has awarded construction of the Silo and is currently awaiting confirmation of timing variation from Government, hopefully by early April. Planning Permit amendment notice advertised 26 March, ends 12 April.</p>	<p><b>Underway</b></p>
<p>Installation of new amenities at Rainbow Caravan Park that include access for all abilities</p>	<p><b>Q1</b> - Construction of the new Rainbow Caravan Park Amenities is underway with delivery anticipated in Mid-late November 2023.</p> <p><b>Q2</b> – The new Rainbow Caravan Park Amenities building was installed on-site in December 2023 with final fit-out and connection of services being carried out in December 2023 and January 2024. It is anticipated that the occupancy certificate will be available in late January / early February 2024.</p>	<p><b>Underway</b></p>

	<b>Q3</b> – Ongoing, still awaiting Certificate of Occupancy.	
Provide funding to support local community events that attract visitation to Hindmarsh Shire	<p><b>Q1</b> - Council allocated funding for four community events at the August Council meeting, this included the Dimboola Barefoot Ski Event, Rainbow Enduro, Rainbow Oasis Big Sky Event, and Nhill Aviation Heritage 2024 Airshow.</p> <p><b>Q2</b> – Planning for the supported events has been ongoing.</p> <p><b>Q3</b> – Opening events at the Swimming Hole and Caneball Court Opening in March, the Peter Taylor Barefoot Waterskiing Event was held in Q3, as was the Rainbow Desert Enduro. Supported events planned for April include the Big Sky Festival in Rainbow and the Nhill Airshow. All events are now completed. Awaiting final reports from organisers, anecdotally all events were a great success</p>	<b>Ongoing</b>
Actively seek funding to upgrade key freight routes for our agricultural economy	<p><b>Q1</b> - Council continues to seek funding for infrastructure upgrades.</p> <p><b>Q2</b> – Heavy Vehicle Safety Productivity Program grant applications have been submitted to repair and upgrade the Lorquon Netherby Road and the Dimboola Minyip Road.</p> <p><b>Q3</b> - Awaiting outcome of the HVSP applications.</p>	<b>Ongoing</b>

**Theme Four – Good Governance & Financial Sustainability**

Action Item	Update on Action	Status
Continue implementation of strategies identified in the Workforce Plan	<p><b>Q1</b> - Implementation of the Workforce Plan continues, with the recruitment procedure recently reviewed. Most year two projects are underway or completed.</p> <p><b>Q2</b> – Priorities within Workforce Plan continue to be developed with resourcing for major initiatives under consideration. Key achievements in Q2 include the development of a Volunteer Management Policy (draft), commencement of review of our OHS Management Plan and a review of induction procedures and presentations.</p> <p><b>Q3</b> - Volunteer Management Policy has been adopted, induction process has been reviewed and will be continuously improved upon.</p>	<b>Ongoing</b>
Host information sessions on a Councillor role in the lead up to the 2024 Council elections	<p><b>Q1 &amp; Q2</b> - No update. Will commence quarter 3.</p> <p><b>Q3</b> – A candidate information session has been scheduled for August 2024 through the MAV Stand for Council Program.</p>	<b>Underway</b>
Online streaming of Council meetings through Council’s Facebook page that include	<p><b>Q1</b> - Council continues to live stream all Council meetings through Facebook’s page, which are linked to the Council website with the Minutes from each meeting.</p> <p><b>Q2 &amp; Q3</b> – Continued live streaming procedures to ensure accessibility of Council meetings.</p>	<b>Ongoing</b>

<p>closed captions with meetings available to view through a link on Council's website</p>		
<p>Consideration for employing a trainee, or apprentice when vacancies arise throughout the year</p>	<p><b>Q1</b> - Ongoing assessment of opportunities that may be suitable for a trainee or apprentice undertaken. Council is currently advertising a Local Laws trainee position.</p> <p><b>Q2</b> – Continued consideration of trainee positions and development of partnerships with provider organisations, trainee Parks and Gardens position advertised in December 2023.</p> <p><b>Q3</b> - Trainee Parks and Gardens position appointed, continued consideration of opportunities in line with organisational need.</p>	<p><b>Ongoing</b></p>
<p>Community conversation sessions held annually in our four main towns</p>	<p><b>Q1</b> - No update</p> <p><b>Q2</b> – planning has commenced for community conversation sessions to be held in March 2024.</p> <p><b>Q3</b> - Council reviewing community consultation planning. Fair Access Policy consultations scheduled for April 2024 with Sporting Clubs.</p>	<p><b>Ongoing</b></p>
<p>Drop-in sessions held allowing for community input on key documents or projects</p>	<p><b>Q1</b> - Increased opportunities for community consultation and engagement will be available through Council's new engagement program through Granicus as part of the Rural Council Transformation Process.</p> <p><b>Q2</b> – A drop in session was held for interested community members on the Llew Schilling Silo redesign. Planning is underway for a drop-in session for interested community members on the Dimboola Senior Citizens building.</p> <p><b>Q3</b> - Fair Access Consultation with Sporting Clubs planned for April. Farmer Consultation is scheduled for June, as well as Draft Budget drop in sessions. CEO is planning to host information CEO Drop-In Sessions across the Shire in Q4.</p>	<p><b>Ongoing</b></p>
<p>Update Long Term Financial Plan</p>	<p><b>Q1</b> - No update</p> <p><b>Q2</b> – The long term financial plan will be developed in conjunction with the 24/25 budget.</p> <p><b>Q3</b> - The long term financial plan will be developed in conjunction with the 24/25 budget.</p> <p>The draft budget including the LTFP is to be presented to Council on 29 May with adoption expected to be at the Council meeting on 26 June 2024.</p>	<p><b>Ongoing</b></p>
<p>Implement recommendations from LGPro Inclusive Employment Pathways forum</p>	<p><b>Q1</b> - Ongoing implementation of recommendations, including provision of questions ahead of time. Council has employed three employees with a Karen background in the first quarter of 2023/2024.</p> <p><b>Q2</b> - Karen Liaison Officer employed, recruitment processes amended as per recommendations.</p> <p><b>Q3</b> - Ongoing implementation of recommendations, including provision of questions ahead of time for interviews.</p>	<p><b>Ongoing</b></p>

<p>Continue implementation of gender equality action plan</p>	<p><b>Q1</b> - Implementation continues, with reporting on progress due in February 2024. Council has applied through the Free from Violence Local Government grant scheme for a position to assist in the implementation of the GEAP.</p> <p><b>Q2</b> – Reporting process almost complete for Gender Equality Act. The Community Engagement Policy is under review for consideration in early 2024, with gender equality and equal access provisions considered.</p> <p>Additionally, the 16 Days of Activism campaign took place in this quarter, with a panel discussion held and livestreamed. A Family Violence Leave memo was circulated to staff in October 2023.</p> <p><b>Q3</b> - Exit Interview Data presented to SMT, trainings identified in the GEAP have been scheduled for 2024.</p>	<p><b>Ongoing</b></p>
<p>Continue to collaborate with Horsham Rural City Council and Loddon Shire Council to implement the Rural Council Transformation Project</p>	<p><b>Q1</b> - Hindmarsh are in the final stages of testing of this project and the anticipated go live date for Civica Altitude is 9-10 November 2023. Additional modules will be implemented as they become available.</p> <p><b>Q2</b> – Hindmarsh have upgraded Civica and are now using the Altitude program. Council will continue to work with the RCCC group to ensure the continued implementation of new modules such as online timesheets and leave forms, as well as a new general ledger.</p> <p><b>Q3</b> - Hindmarsh successfully went live with Civica Altitude in November 2023.</p> <p>Staff are currently looking to transitioning to online leave forms and timesheets with the expected go-live by the end of July 2024.</p>	<p><b>Ongoing</b></p>

**Link to Council Plan:**

The Council Plan is the overarching plan that sets the strategic objectives for Council over the four-year term and provides annual actions to achieve the plan under the four key themes.

**Financial Implications:**

Council’s annual budget allocates funding to complete initiatives.

**Risk Management Implications:**

Strategic Risk Description	Risk Management Discussion
Governance	The preparation of the Council Plan, incorporating the Health and Wellbeing Plan, and Community Vision is a statutory requirement.
Community Needs	The actions contained within the Annual Action plan represent and allow progress on projects, events and services relevant to the community. This ensures that Council is expending resources efficiently and in-line with community needs.

**Relevant legislation:**

The Council Plan was developed under the *Local Government Act 2020* and *Public Health and Wellbeing Act 2008*.

**Community engagement:**

Community engagement was undertaken as part of the development and adoption of the Council Plan 2021-2025.

**Gender equality implications:**

A gender impact assessment was not required as the update has no direct and significant impact on the community. Actions within the Plan are subject to GIA in accordance with the requirements of the *Gender Equality Act 2020*.

**Conflict of Interest:**

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

Author and Officer Responsible – Monica Revell, Chief Executive Officer

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

**RECOMMENDATION:**

***That Council receives the Council Plan actions 2023/2024 third quarter update.***

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## 10.6 FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2024

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

**Attachment Number:** 11

### **Introduction:**

The Financial Report for the third quarter of the 2023/2024 financial year has been prepared, including explanations of variances where applicable, and is presented for the information of Council.

### **RECOMMENDATION:**

*That Council notes the Financial Report for the period ending 31 March 2024 as presented.*

*Attachment Number: 11*

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**10.7 EXTENSION OF EXISTING ROAD MAINTENANCE CONTRACT WITH DEPARTMENT OF TRANSPORT AND PLANNING (CN10023)**

**Responsible Officer:** Director Infrastructure Services

**Introduction:**

This report seeks approval to extend the contract duration of the existing Road Maintenance Contract with the Department of Transport and Planning.

Hindmarsh Shire Council has a long history of undertaking the routine maintenance of arterial road infrastructure within the municipality on behalf of the Department of Transport and Planning. The current contract (CN10023) commenced on 26 June 2019 and will expire on 30 June 2024 (following last extension).

**Discussion:**

Communication has been received from the Department of Transport and Planning requesting an extension of this contract to 31 December 2024. The reason for this extension is to enable the Department of Transport and Planning to facilitate a new contract with different terms and conditions across all regional Victoria. The Department will be seeking Council's interest in entering the new contract in the due course.

The extension of this current contract has the total value of approximately \$370,000 which includes routine and provisional maintenance items over the next six months.

**Options:**

Council approves the extension of the current contract CN10023 Routine Maintenance of Arterial Roads within the Municipality of Hindmarsh by six months with the new contract end date to be 31 December 2024.

**Link to Council Plan:**

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

**Financial Implications:**

The extension will result in Council receiving income from the Department of Transport and Planning over the next six months. This will be utilised to fund the maintenance of arterial road networks within the municipality to provide better service to the community.

**Risk Management Implications:**

Strategic Risk Description	Risk Management Discussion
Asset Management	Accepting this extension request will allow the Council to maintain the infrastructure utilised by community to an appropriate standard in a timely manner.

**Relevant legislation:**

*Road Management Act 2004*

*Local Government Act 2020*

**Community engagement:**

Not Applicable

**Gender equality implications:**

No implications

**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 – Ram Upadhyaya

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

**Communications Strategy:**

Liaison with the Department of Transport and Planning representative.

**Next Steps:**

Following the Council resolution, officers will liaise with the representative from the Department of Transport and Planning to formalise the contract extension.

**RECOMMENDATION:**

***That Council:***

- 1. approves the extension of the current contract CN10023 Routine Maintenance of Arterial Road within the Municipality of Hindmarsh by further six months with new contract end date to be 31 December 2024; and***
  - 2. authorises the CEO to negotiate, execute and deliver the contract.***
-

## 10.8 AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION VICTORIA CONFERENCE 2024

**Responsible Officer:** Cr Wendy Bywaters, Deputy Mayor

I am grateful for the opportunity to attend the annual Australian Local Government Women's Association (ALGWA) Victoria conference. It's been a privilege to be a regular attendee, gaining invaluable insights and the opportunity to connect and reconnect with inspiring past and present women councillors.

This year's conference theme of Resilience and Reinvention truly resonated with me.

Balancing the complexities and day-to-day challenges in local government can often push personal and professional growth to the back seat. The local government world can be both rewarding and challenging. Having some strategies for Resilience and Reinvention as tools, then becomes even more important.

To me, seizing an opportunity for learning, personal growth, and curiosity is not just worthwhile but also essential for navigating through the complexities and making a meaningful impact in our communities.

Thanks to the host Council, Baw Baw Shire and the ALGWA VIC team for organising such a productive and enjoyable conference.

From insightful sessions to interactive workshops, every moment was enriching.

Starting with a heartfelt welcome to the country by Aunty Cheryl Drayton Kurnai Elder, moving on to the Minister for Local Government, Hon. Melissa Horne's opening of the conference with a commitment to achieving gender parity in the upcoming October Local Government elections, Dr Susan Carland's insights and powerful talk with strategies on 'Resilience in difficult conversations', Dr Louise Mahler's persuasive tips on exuding 'Gravitas' with her trademark hilarious and engaging style, hearing about Kerry Wilson (she/her)'s inspiring advocacy campaign 'Put Her Name on It' and Cr Farhat Firdous' relatable and inspiring narrative of her Undefeated Professional Migrant Women's journey, every session and workshop, and panel discussion left a lasting impression.

Here's to the women in Local Government! To continue to champion progress, empower one another, and strive for positive change while embracing opportunities for personal and professional advancement.

Note: find the full list of guest speakers on the Baw Baw Shire council website.

**RECOMMENDATION:**

*That Council receives Cr Bywaters report on the Australian Local Government Women's Association Victorian 2024 conference.*

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## 11 COUNCIL COMMITTEES

### 11.1 WIMMERA MALLEE PIONEER MUSEUM AND YURUNGA HOMESTEAD COMMUNITY ASSET COMMITTEE MEMBERSHIP

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

**Attachment Number:** 12 (Confidential attachment)

#### **Introduction:**

This report presents the nominations for membership to the Wimmera Mallee Pioneer Museum Community Asset Committee and Yurunga Homestead Community Asset Committee for the term of 1 July 2024 to 30 June 2026.

#### **Discussion:**

Council is currently in the process of reviewing and improving our volunteer management processes. Part of this is creating a uniform membership renewal process and schedule for Council Committees. As such, the Yurunga and Wimmera Mallee Pioneer Museum membership term was scheduled to end on 30 June 2024, for a new Committee to be appointed from 1 July 2024 to 30 June 2026. Applications opened on 2 April 2024 and closed on 24 April 2024. In accordance with the Community Asset Committee Guidelines, committees shall have a minimum of 4 members and a maximum of 12 members. The applications have been attached as a confidential attachment to this report and are summarised below.

#### **Wimmera Mallee Pioneer Museum Community Asset Committee**

Don Pedder

Craige Proctor

Wendy Zanker

Colin Moore

Wendy Werner

Mary-Anne Paech

Clem Paech

Barclay 'Tige' Mannington

Peter Pumpa

Peter Robson

Matther Steen

#### **Yurunga Homestead Community Asset Committee**

Peter Solly

Jennifer Solly

Colin Drendel

Heather Drendel

**Options:**

1. Council can endorse some or all of the listed nominees for the Wimmera Mallee Pioneer Museum Community Asset Committee and Yurunga Homestead Community Asset Committee.

**Link to Council Plan:**

A community well-informed and engaged

Provide arts and cultural activities that strengthen social connection

**Financial Implications:**

The Yurunga Homestead and Wimmera Mallee Pioneer Museum are allocated funding in Council's annual budget. There is no additional cost associated with this Council decision.

**Risk Management Implications:**

Strategic Risk Description	Risk Management Discussion
Asset Management	Having effective Asset Committees ensures the sustainability and longevity of Council assets through volunteer custodianship. Council does not have the resources to monitor, manage and maintain all assets, so Committees play a valuable role in maximising the use and value of important Council facilities.

**Relevant legislation:**

*Local Government Act 2020*

**Gender equality implications:**

The appointment of members to Community Asset Committees does not have a direct and significant impact on the community, therefore a Gender Impact Assessment was not required.

**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 – Petra Croot, Director Corporate and Community Services  
In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

**Communications Strategy:**

Endorsed members will receive a welcome letter detailing volunteer registration requirements, key Council contacts and access to key policies and procedures. If not all prospective members are endorsed, unsuccessful nominations will receive a notification letter. Current members who have not renominated or who are not endorsed will receive a

thank-you letter from the CEO on behalf of Council.

**Next Steps:**

Council officers will arrange an induction for successful members as well as the AGM for the appointment of office bearers.

**RECOMMENDATION:**

***That Council:***

**1. endorses**

- ***Don Pedder***
- ***Craige Proctor***
- ***Colin Moore***
- ***Wendy Zanker***
- ***Wendy Werner***
- ***Mary-Anne Paech***
- ***Clem Paech***
- ***Barclay 'Tige' Mannington***
- ***Peter Pumpa***
- ***Peter Robson and***
- ***Matther Steen***

***as members of the Wimmera Mallee Pioneer Museum Community Asset Committee from 1 July 2024 to 30 June 2026,***

***and***

**2. endorses**

- ***Peter Solly***
- ***Jennifer Solly***
- ***Colin Drendel and***
- ***Heather Drendel***

***as members of the Yurunga Homestead Community Asset Committee from 1 July 2024 to 30 June 2026.***

***Attachment Number: 12 (Confidential attachment)***

## 11.2 ADVISORY COMMITTEES

**Responsible Officer:** Chief Executive Officer

**Attachment Number:** 13

### **Introduction:**

The following Hindmarsh Shire Council Advisory Committee held a meeting on the following date:

- **Jeparit Township Advisory Committee**  
General meeting on 8 April 2024

A copy of the minutes for each meeting are included as an attachment for the information of Council.

### **RECOMMENDATION:**

#### ***That Council:***

- 1. notes the minutes of the Jeparit Township Advisory Committee meeting held on 8 April 2024; and***
- 2. approves the additional allocation of Jeparit Township Advisory Committee funds of \$5,000 exc. GST for the contribution to the installation of a new playground at the Jeparit Riverbank Precinct, noting that the total contribution towards the playground is \$15,000 exc. GST.***

*Attachment Number: 13*

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### 11.3 COMMUNITY ASSET COMMITTEES

**Responsible Officer:** Chief Executive Officer

**Attachment Numbers:** 14 – 17

#### **Introduction:**

The following Hindmarsh Shire Council Community Asset Committees held meetings on the following dates:

- **Wimmera Mallee Pioneer Museum Community Asset Committee**  
General meeting on 19 March 2024 (*see attachment 14*)
- **Yurunga Homestead Community Asset Committee**  
General meeting on 27 March 2024 (*see attachment 15*)
- **Rainbow Civic Centre Community Asset Committee**  
General meeting on 3 April 2024 (*see attachment 16*)

A copy of the minutes for each meeting are included as an attachment for the information of Council.

#### **RECOMMENDATION:**

##### ***That Council:***

***1. notes the minutes of the following Community Asset Committees;***

- ***Wimmera Mallee Pioneer Museum meeting on 19 March 2024;***
- ***Yurunga Homestead meeting on 27 March 2024;***
- ***Rainbow Civic Centre meeting on 3 April 2024; and***

***2. notes the Financial Report of the Rainbow Civic Centre Committee for 2023/2024.***

***Attachment Numbers: 14 – 17***

**12 LATE REPORTS**

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**13 NOTICES OF MOTION**

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**14 OTHER BUSINESS**

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**15 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 part IV of the *Freedom of Information Act 1982*, and by Section 3 of the *Local Government Act 2020* as being:

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

**RECOMMENDATION:**

*That the meeting be closed in accordance with section 66 (2) (a) of the Local Government Act 2020, to consider reports that contain confidential information as defined by section (3) of the Local Government Act 2020, and/or Part IV of the Freedom of Information Act 1982:*

**15.1 CONTRACT AWARD 2023-2024-11 NHILL AERODROME TAXIWAY UPGRADE WORKS** – *this report contains “Council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released” insofar as it pertains to contractual matters;*

**15.2 VARIATION TO CONTRACT 2022-2023-19 CONSTRUCTION OF MECHANICS WORKSHOP AT JEPARIT DEPOT** – *this report contains “Council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released” insofar as it pertains to contractual matters; and*

**16.1 CONTRACT AWARD 2023-2024-16 CONSTRUCTION OF AN AMENITIES BUILDING AT RAINBOW RISES EVENTS CENTRE** – *this report contains “Council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released” insofar as it pertains to contractual matters.*

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**16 LATE CONFIDENTIAL REPORTS**

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**17 RESUMING INTO PUBLIC SESSION**

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**18 MEETING CLOSE**

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