Mission Statement:
West Wimmera Shire Council will work in partnership with the community, business and government to develop and enhance a productive, healthy and safe community by providing leadership, services, advocacy and good governance

Held: Thursday 18 June 2015
Location: Kaniva Council Chamber, Baker Street Kaniva
Commencement: 7.30pm

In Attendance:

<table>
<thead>
<tr>
<th>Councillors</th>
<th>Senior Management Group / Council Officers</th>
</tr>
</thead>
</table>
| Annette Jones, Mayor | Mark Crouch  
|                   | Chief Executive Officer (CEO)                                                  |
| Ron Hawkins       | Venkat Peteti  
|                   | General Manager Corporate & Community Services (GMCCS)                        |
| Bruce Meyer       | Robyn Evans  
|                   | General Manager Infrastructure Development & Works (GMIDW)                    |
| Richard Wait      | Kellie Jordan  
|                   | Manager Economic and Business Development (ME&BD)                            |
| Warren Wait       | Nick Templeton  
|                   | Manager Finance (MF)                                                         |

Vision Statement:
West Wimmera Shire delivers the very best experience and opportunity that rural living has to offer
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1.0 WELCOME
The Mayor, Councillor Annette Jones, welcomed all to the meeting.

2.0 OPENING PRAYER
The CEO read the opening prayer

3.0 APOLOGIES AND LEAVE OF ABSENCE - Nil

4.0 DECLARATION OF CONFLICT OF INTEREST
Cr. Hawkins declared an indirect conflict of interest in relation to agenda item 13.3 Proposed Tree Removal – Elizabeth Street Edenhope, as a board member of the Edenhope and District Memorial Hospital.

5.0 DELEGATES REPORTS (FOR INFORMATION ONLY) AS LISTED IN THE COUNCIL KEPT COUNCILLOR DIARY

5.1 MAYOR, ANNETTE JONES

<table>
<thead>
<tr>
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<th>Event Details</th>
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<tbody>
<tr>
<td>22/05/2015</td>
<td>MAV Councillor Fundamentals – Land Use Planning, Horsham</td>
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<td>26/05/2015</td>
<td>Corella culling delegation meeting with Dept of Environment</td>
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<td>29/05/2015</td>
<td>North West Municipalities Association Meeting &amp; AGM, Stawell</td>
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<tr>
<td>01/06/2015</td>
<td>Signage project installation, Wimmera Highway &amp; Western Hwy</td>
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<tr>
<td>02/06/2015</td>
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<td>03/06/2015</td>
<td>Workshop re Edenhope Mechanics Hall with Rob Leech &amp; MBS</td>
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<td>Trevor Domaschenz re unallocated water request</td>
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<tr>
<td>04/06/2015</td>
<td>Kellie Jordan, Economic Development Manager</td>
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<tr>
<td>04/06/2015</td>
<td>Councillor Forum, Edenhope</td>
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<td>09/06/2015</td>
<td>Mark Crouch, CEO</td>
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<td>09/06/2015</td>
<td>Lost in the Bush Committee Meeting, Natimuk</td>
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<td>14/06/2015</td>
<td>Regional Cooperation &amp; Development Forum, Canberra</td>
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<td>14/06/2015</td>
<td>National General Assembly – ALGA, Canberra</td>
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<td>15/06/2015</td>
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<td>16/06/2015</td>
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5.2 **COUNCILLOR RON HAWKINS**

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<td>30/05/2015</td>
<td>The John Denver Show, Goroke</td>
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<tr>
<td>02/06/2015</td>
<td>Municipal Emergency Management Plan Review Meeting</td>
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<td>04/06/2015</td>
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<td>07/06/2015</td>
<td>Apsley Races</td>
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<tr>
<td>10/06/2015</td>
<td>Visit to Edenhope College</td>
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<td>18/06/2015</td>
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**Attachments:**

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<tr>
<td>5.2.1</td>
<td>Wimmera Southern Mallee Regional Plan Meeting, draft Minutes, 8 May 2015</td>
<td>15/001917</td>
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<tr>
<td>5.2.2</td>
<td>Wimmera Southern Mallee 2015-2016 Priorities</td>
<td>15/001917</td>
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<td>5.2.3</td>
<td>Wimmera Southern Mallee Regional Plan Update, May 2015</td>
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5.3 **COUNCILLOR BRUCE MEYER**

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<tr>
<td>30/05/2015</td>
<td>The John Denver Show, Goroke</td>
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<td>01/06/2015</td>
<td>Signage project installation, Western Highway</td>
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<tr>
<td>03/06/2015</td>
<td>Workshop re Edenhope Mechanics Hall with Rob Leech &amp; MBS</td>
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<tr>
<td>03/06/2015</td>
<td>Kaniva Museum &amp; Historical Collection Committee Meeting</td>
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<td>04/06/2015</td>
<td>Councillor Forum, Edenhope</td>
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<td>09/06/2015</td>
<td>Official Launch – Stencils &amp; Stories, Kaniva</td>
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<td>09/06/2015</td>
<td>Kaniva Sporting Complex Committee Meeting</td>
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<tr>
<td>18/06/2015</td>
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<td>18/06/2015</td>
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5.4 **COUNCILLOR RICHARD WAIT**

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<tr>
<th>Date</th>
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<tbody>
<tr>
<td>25/05/2015</td>
<td>West Wimmera Tourism Advisory Committee Meeting</td>
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<td>29/05/2015</td>
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<tr>
<td>01/06/2015</td>
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<td>03/06/2015</td>
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<td>Apsley Races</td>
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<td>10/06/2015</td>
<td>Johnny Mullagh Cricket Centre Meeting</td>
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<td>16/06/2015</td>
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<td>GWM Water Briefing, Kaniva</td>
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<tr>
<td>18/06/2015</td>
<td>Council Meeting, Kaniva</td>
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</tbody>
</table>
5.5 COUNCILLOR WARREN WAIT
26/05/2015 Pre-Launch meeting – regional CEOs/Mayors/Councillors, Melb
26/05/2015 Official Launch – Regional Investment Plan, Melbourne
26/05/2015 Corella culling delegation meeting – Dept of Environment, Melb
30/05/2015 The John Denver Show, Goroke
03/06/2015 Workshop re Edenhope Mechanics Hall with Rob Leech & MBS
04/06/2015 Trevor Domaschenz re unallocated water request
04/06/2015 Councillor Forum, Edenhope
07/06/2015 Apsley Races
09/06/2015 Wimmera Development Association Board Meeting, Horsham
18/06/2015 GWM Water Briefing, Kaniva
18/06/2015 Council Meeting, Kaniva

5.6 MARK CROUCH (CHIEF EXECUTIVE OFFICER)
26/05/2015 Pre-Launch meeting – regional CEOs/Mayors/Councillors, Melb
26/05/2015 Official Launch – Regional Investment Plan, Melbourne
28/05/2015 MAV CEO Forum, Melbourne
29/05/2015 North West Municipalities Association Meeting & AGM, Stawell
01/06/2015 Mayor Annette Jones
01/06/2015 Rate Capping Forum, Melbourne
03/06/2015 Edenhope Mechanics Hall Future Directions Committee Meeting
04/06/2015 Trevor Domaschenz re unallocated water request
04/06/2015 Councillor Forum, Edenhope
11/06/2015 Wimmera Regional CEO Meeting, Donald
15/06/2015 Heidi Gajic re pre-Council priority media items
16/06/2015 Rural Living Campaign Working Group Meeting
18/06/2015 GWM Water Briefing, Kaniva
18/06/2015 Council Meeting, Kaniva

6.0 CONDOLENCES - Nil
7.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Thursday 21 May 2015, be taken as an accurate record and confirmed.

Moved: Councillor Warren Wait
Seconded: Councillor Richard Wait
That the Minutes of the Ordinary Meeting of Council held on Thursday 21 May 2015, be taken as an accurate record and confirmed.
Carried Unanimously

8.0 BUSINESS ARISING FROM PREVIOUS MINUTES - NIL

9.0 NOTICES OF MOTION - NIL

10.0 COMMITTEE RECOMMENDATIONS AND ASSEMBLY OF COUNCILLORS RECORD

10.1 GENERAL COMMITTEE
FOR DECISION

The resolutions arising from the General Committee Meeting held on Thursday 21 May 2015 are now required to be formally adopted by Council.

RECOMMENDATION:

That the resolutions arising from the General Committee Meeting, being resolutions from the meeting held on Thursday 21 May 2015, as listed below, be adopted.
2.1.1 NEW HISTORIC MARKER SIGNS FROM VICROADS

Moved: Councillor Richard Wait  
Seconded: Councillor Ron Hawkins

- That West Wimmera Shire approach VicRoads to get historic marker signs erected at each end of Edenhope on the Wimmera Highway.
- Also appropriate signage in Edenhope directing traffic to the Aboriginal Cricketers’ Monument at the Edenhope College.
- Also appropriate signage at the entrance to Harrow on the Edenhope-Coleraine Road.

Carried Unanimously

Officer Comment – GMIDW: Clarity on the second point as to location would be appreciated. IDW can contact VicRoads for the Wimmera Highway and the Edenhope-Coleraine Roads (first and third point) and will work with GMCSS for the research of the history and any local roads/tourism signage.

Moved: Councillor Richard Wait  
Seconded: Councillor Ron Hawkins

- That West Wimmera Shire approach VicRoads to get historic marker signs erected at each end of Edenhope on the Wimmera Highway.
- Also appropriate signage on the corner of the Wimmera Highway and Lake Street in Edenhope directing traffic to the Aboriginal Cricketers’ Monument at the Edenhope College.
- Also appropriate signage at the entrance to Harrow on the Edenhope-Coleraine Road.

Carried Unanimously

ACTION: GMIDW
2.2.1 GROUNDWATER KEPT FOR ECONOMIC DEVELOPMENT

Moved: Councillor Warren Wait  
Seconded: Councillor Bruce Meyer  
That this Shire request from West Wimmera Ground Water Implementation Committee that an amount of water be kept for the Economic Development of this Shire.  
Carried Unanimously

Officer Comment – Economic Development Officer: No comment

Moved: Councillor Warren Wait  
Seconded: Councillor Bruce Meyer  
That this Shire request from West Wimmera Ground Water Implementation Committee that an amount of 10% of water be kept for the Economic Development of this Shire.  
Carried Unanimously

ACTION: CEO

2.2.2 CREATE PETROV CORNER AT POOLAIJELO

Moved: Councillor Warren Wait  
Seconded: Councillor Annette Jones  
That we acknowledge the fact that the Petrovs lived in the Poolaijelo area for a period of three months and erect a sign at the corner, near the house where he lived.  
Carried Unanimously

Officer Comment – GMIDW:  
IDW does not have historical research expertise or capacity – no research nor investigation can be undertaken by the portfolio –will take specific direction regarding signage content, installation and location following historical investigation and Council decision.
Moved: Councillor Warren Wait
Seconded: Councillor Annette Jones

That we acknowledge the fact that the Petrovs lived in the Poolaijelo area for a period of three months and erect a sign at the corner, near the house where he lived.

Carried

ACTION; GMIDW

<table>
<thead>
<tr>
<th>For</th>
<th>Against</th>
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<tr>
<td>Councillor Warren Wait</td>
<td>Councillor Ron Hawkins</td>
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<td>Councillor Annette Jones</td>
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<td>Councillor Bruce Meyer</td>
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<tr>
<td>Councillor Richard Wait</td>
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2.4.1 NUISANCE CATS

Moved: Councillor Richard Wait
Seconded: Councillor Annette Jones

That:
1. A report be presented to Council which offers an understanding of the extent and nature of the problem posed by cats (whether feral or domestic) in our towns.
2. A range of possible solutions, options and budgetary implications be submitted for Council consideration.

Carried Unanimously

Officer Comment – GMIDW: No comment
Moved: Councillor Richard Wait  
Seconded: Councillor Annette Jones  
That:  
1. A report be presented to Council which offers an understanding of the extent and nature of the problem posed by cats (whether feral or domestic) in our towns.  
2. A range of possible solutions, options and budgetary implications be submitted for Council consideration.  

Carried Unanimously

ACTION: GMIDW

10.2 ASSEMBLY OF COUNCILLORS  
RECOMMENDATION:  
That the Assembly of Councillors Record for the Councillor Forum held Thursday 4 June 2015 be received and noted.

Moved: Councillor Richard Wait  
Seconded: Councillor Warren Wait  
That the Assembly of Councillors Record for the Councillor Forum held Thursday 4 June 2015 be received and noted.  

Carried Unanimously
10.3 EDENHOPE MECHANICS HALL WORKSHOP

RECOMMENDATION:

That the Minutes of the Edenhope Mechanics Hall Workshop with Rob Leech and MBS held on Wednesday 3 June 2015 be received and noted.

Moved: Councillor Ron Hawkins
Seconded: Councillor Richard Wait

That the Minutes of the Edenhope Mechanics Hall Workshop with Rob Leech and MBS held on Wednesday 3 June 2015 be received and noted.

Carried Unanimously

Attachments:

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<tr>
<td>10.3.1</td>
<td>Minutes of Edenhope Mechanics Hall Workshop, 3 June 2015</td>
<td>15/002310</td>
</tr>
</tbody>
</table>

11.0 DEPUTATIONS AND PETITIONS - NIL

SUSPENSION OF STANDING ORDERS

Moved: Councillor Ron Hawkins
Seconded: Councillor Richard Wait

That Council suspend standing orders to discuss items:

14.7 Adoption of West Wimmera Shire Council Budget 2015-2016
12.4 Edenhope Mechanics Institute Hall – Future Directions

Carried Unanimously
14.7 ADOPTION OF WEST WIMMERA SHIRE COUNCIL BUDGET 2015-2016

FILE NUMBER: FM0004

REPORT AUTHOR: NICK TEMPLETON, FINANCE MANAGER

FOR DECISION

Introduction

A draft annual budget for the 2015/2016 financial year has been prepared (refer attached Draft Budget 2015/2016) which seeks to maintain the financial sustainability of Council whilst maintaining (and expanding were required) Council’s service delivery to the community.

The 2015/16 Annual budget has been prepared in line with Council’s short-medium terms plans and strategies, and is aligned to the Council Plan.

Council has considered the draft budget at numerous meetings over recent months. At the Special Council meeting held 7 May 2015 Council prepared the Budget in line with the relevant provisions of the Local Government Act 1989 (the Act) and resolved that notice be given for public submissions in line with Section 223 of the Act.

Background

Council resolved at its Special meeting held 7 May 2015 to hear and consider any submissions received in response to the public notice period under Section 223 of the Act at its Ordinary meeting to be held 18 June 2015.

The attached draft 2015/16 budget is exclusive of any potential changes arising from any received submissions.

Reduction in expected Grant commission funds

Further to Council’s decision to present draft budget for 2015/2016 notification received from grants commission that the grant funding would be $115,000 lower to the anticipated grant funding amount.

Budgeted grants commission funding for 2015-16 = $4,949,831
Grant funding estimated as per recent advise = $4,856,840
Expected deficit = $92,991
Council budgeted an operating deficit of $348,000 before the VGC shortfall. With the VGC shortfall the deficit further increases to $441,000. Council must address this deficit in order to maintain financial sustainability.

If council wants to adjust the budget to cover the deficit, it can do so by identifying projects that could be removed from 2014-15 budgets or reducing the budget allocated to any of the allocated projects and programs.

Council discussed the opportunities to saving in the special budget meeting on budget submissions.

Risk Management Implications
Nil

Legislative Implications
Council is required under the Act to prepare and adopt a budget for each financial year.

Extracts Local Government act 1989:

127. Council must prepare a budget

(1) A Council must prepare a budget for each financial year.

(2) The Council must ensure that the budget contains—
(a) the standard statements in the form and containing the matters required by the regulations;
(b) a description of the activities and initiatives to be funded in the budget;
(c) a statement as to how the activities and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council Plan;
(d) separately identified Key Strategic Activities to be undertaken during the financial year and performance targets and measures in relation to each Key Strategic Activity;
(e) any other details required by the regulations.

(3) The Council must ensure that the budget also contains—
(a) the information the Council is required to declare under section 158(1);
(b) if the Council intends to declare a differential rate under section 161, the details listed in section 161(2);
(c) if the Council intends to declare a differential rate under section 161A, the details listed in section 161(2).
129. Public notice

(1) As soon as practicable after a Council has prepared a budget or revised budget, the Council must give public notice.

(2) A person has a right to make a submission under section 223 on any proposal contained in the budget or revised budget.

(3) In addition to any other requirements specified by this Act, the notice referred to in sub-section (1) must—
   (a) contain any details required by the regulations; and
   (b) advise that copies of the budget or revised budget are available for inspection for at least 14 days after the publication of the notice at—
       (i) the Council office and any district offices; and
       (ii) any other place required by the regulations.

(4) A copy of the budget or revised budget must be displayed at the places specified under sub-section (3)(b).

130. Adoption of budget or revised budget

(1) A Council may adopt a budget or revised budget if it has complied with all of the relevant requirements of this Act relating to budgets and revised budgets.

(2) The Council must give public notice of its decision under sub-section (1).

(3) The Council must adopt the budget by 31 August each year.

(4) The Council must submit a copy of the budget to the Minister by 31 August each year.

(5) The Minister may extend the period within which a Council must comply with sub-section (4).

(6) If a Council fails to submit a copy of the budget to the Minister within the time allowed, the Secretary must ensure that details of the failure are published in the annual report of the department.

(7) A Council must give the Minister any details concerning its budget or revised budget that the Minister requests.

(8) A Council must comply with sub-section (7)—
   (a) within 14 days of receiving a request in writing for the details from the Minister; or
   (b) within any longer period specified by the Minister in the request.

(9) A copy of the budget or revised budget must be available for inspection by the public at—
   (a) the Council office and any district offices; and
   (b) any other place required by the regulations.
Environmental Implications

Not applicable

Financial and Budgetary Implications

The adoption of the Council Budget annually is the fundamental building block in Council’s financial management framework.

The budget set the basis for which Council Officers implement Council’s strategic direction, as contained within the Council Plan, and to ensure the prudent and equitable allocation of Council’s resources.

Policy and Council Plan Implications

As detailed above, in the Draft Budget 2014/20158 and the current Council Plan.

Communication Implications

Highlights of the draft Budget 2014/2015 as prepared have been advertised and communicated pursuant to the above detailed legislative provisions.

This includes advertising and publishing details of the draft budget in local papers and Council’s website.

Conclusion

Council is required under the Act to prepare, and after a suitable public submission period and considering any submissions made, adopt a budget each year.

This activity also forms the most fundamental building block in Council’s financial management framework and is of critical importance in providing for effective financial management.

The draft budget as presented fulfils all of these requirements.
OFFICER RECOMMENDATION

That Council:

1. Adjust Victorian Grants Commission contribution to $4,856,840 and remove project/s or initiative/s from the draft budget 2015-16 to make up for the deficit arise from the reduced grants;
   1. ..................................................
   2. ..................................................
   3. ..................................................
   4. ..................................................

2. Adopt the 2015/16 Budget and forward projections as set out within the Strategic Resource Plan contained within the budget papers, along with any adopted amendments resultant from any public submissions received and considered by Council; and

3. As per the budget document, raise a total amount of rates and charges of $6,852,280 for the 2015/16 financial year; and

4. That Council declare the following rates and charges:
   - General rate $0.3631 cents in the dollar of CIV
   - Municipal Charge $134.60
   - Waste Collection Charge $270.35 per unit; and

5. Public Notice of the adoption of the budget be made; and

6. Advise any person(s) making a submission as to the outcome of that submission; and

7. Forward a copy of the adopted 2015/16 Budget to the Minister for Local Government, and make copies of the adopted 2015/16 Budget available for public perusal at Council’s Customer Service Centres in Edenhope and Kaniva, and also on Council’s website.
ADDENDUM REPORT

14.7 ADOPTION OF WEST WIMMERA SHIRE COUNCIL BUDGET 2015-16

FILE NUMBER: FM0055

REPORT AUTHOR: VENKAT PETETI, GENERAL MANAGER CORPORATE & COMMUNITY SERVICES

FOR DECISION

Introduction

A draft annual budget for the 2015/2016 financial year has been prepared (refer attached Draft Budget 2015/2016) which seeks to maintain the financial sustainability of Council whilst maintaining (and expanding were required) Council’s service delivery to the community.

The 2015/16 Annual budget has been prepared in line with Council’s short-medium terms plans and strategies, and is aligned to the Council Plan.

Council has considered the draft budget at numerous meetings over recent months. At the Special Council meeting held 7 May 2015 Council prepared the Budget in line with the relevant provisions of the Local Government Act 1989 (the Act) and resolved that notice be given for public submissions in line with Section 223 of the Act.

Background

Council resolved at its Special meeting held 7 May 2015 to hear and consider any submissions received in response to the public notice period under Section 223 of the Act at its Ordinary meeting to be held 18 June 2015.

The attached draft 2015/16 budget is exclusive of any potential changes arising from any received submissions.

Reduction in expected Grant commission funds

Further to Council’s decision to present draft budget for 2015/2016 notification received from grants commission that the grant funding would be $115,000 lower to the anticipated grant funding amount.

Budgeted grants commission funding for 2015-16 = $4,949,831

Grant funding estimated as per recent advise = $4,856,840
Expected deficit = $92,991

Council budgeted an operating deficit of $348,000 before the VGC shortfall. With the VGC short fall the deficit further increases to $441,000. Council must address this deficit in order to maintain financial sustainability.

If council wants to adjust the budget to cover the deficit, it can do so by identifying projects that could be removed from 2014-15 budgets or reducing the budget allocated to any of the allocated projects and programs.

Council discussed the opportunities to saving in the special budget meeting on budget submissions.

Risk Management Implications

Nil

Legislative Implications

Council is required under the Act to prepare and adopt a budget for each financial year.

Extracts Local Government act 1989:

127. Council must prepare a budget

(1) A Council must prepare a budget for each financial year.

(2) The Council must ensure that the budget contains—
(a) the standard statements in the form and containing the matters required by the regulations;
(b) a description of the activities and initiatives to be funded in the budget;
(c) a statement as to how the activities and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council Plan;
(d) separately identified Key Strategic Activities to be undertaken during the financial year and performance targets and measures in relation to each Key Strategic Activity;
(e) any other details required by the regulations.

(3) The Council must ensure that the budget also contains—
(a) the information the Council is required to declare under section 158(1);
(b) if the Council intends to declare a differential rate under section 161, the details listed in section 161(2);
(c) if the Council intends to declare a differential rate under section 161A, the details listed in section 161(2).
129. Public notice

(1) As soon as practicable after a Council has prepared a budget or revised budget, the Council must give public notice.

(2) A person has a right to make a submission under section 223 on any proposal contained in the budget or revised budget.

(3) In addition to any other requirements specified by this Act, the notice referred to in subsection (1) must—
   (a) contain any details required by the regulations; and
   (b) advise that copies of the budget or revised budget are available for inspection for at least 14 days after the publication of the notice at—
      (i) the Council office and any district offices; and
      (ii) any other place required by the regulations.

(4) A copy of the budget or revised budget must be displayed at the places specified under subsection (3)(b).

130. Adoption of budget or revised budget

(1) A Council may adopt a budget or revised budget if it has complied with all of the relevant requirements of this Act relating to budgets and revised budgets.

(2) The Council must give public notice of its decision under sub-section (1).

(3) The Council must adopt the budget by 31 August each year.

(4) The Council must submit a copy of the budget to the Minister by 31 August each year.

(5) The Minister may extend the period within which a Council must comply with sub-section (4).

(6) If a Council fails to submit a copy of the budget to the Minister within the time allowed, the Secretary must ensure that details of the failure are published in the annual report of the department.

(7) A Council must give the Minister any details concerning its budget or revised budget that the Minister requests.

(8) A Council must comply with sub-section (7)—
   (a) within 14 days of receiving a request in writing for the details from the Minister; or
   (b) within any longer period specified by the Minister in the request.

(9) A copy of the budget or revised budget must be available for inspection by the public at—
   (a) the Council office and any district offices; and
   (b) any other place required by the regulations.

Environmental Implications
Not applicable

Financial and Budgetary Implications

The adoption of the Council Budget annually is the fundamental building block in Council’s financial management framework.

The budget set the basis for which Council Officers implement Council’s strategic direction, as contained within the Council Plan, and to ensure the prudent and equitable allocation of Council’s resources.

Policy and Council Plan Implications

As detailed above, in the Draft Budget 2014/2015 and the current Council Plan.

Communication Implications

Highlights of the draft Budget 2014/2015 as prepared have been advertised and communicated pursuant to the above detailed legislative provisions.

This includes advertising and publishing details of the draft budget in local papers and Council’s website.

Conclusion

Council is required under the Act to prepare, and after a suitable public submission period and considering any submissions made, adopt a budget each year.

This activity also forms the most fundamental building block in Council’s financial management framework and is of critical importance in providing for effective financial management.

The draft budget as presented fulfils all of these requirements.
OFFICER RECOMMENDATION

That Council:

1. Adjust Victorian Grants Commission contribution to $4,856,840 and remove project/s or initiative/s from the draft budget 2015-16 to make up for the deficit arise from the reduced grants;

2. Adopt the 2015/16 Budget and forward projections as set out within the Strategic Resource Plan contained within the budget papers, along with any adopted amendments resultant from any public submissions received and considered by Council; and

3. As per the budget document, raise a total amount of rates and charges of $6,852,280 for the 2015/16 financial year; and

4. That Council declare the following rates and charges:
   - General rate $0.3631 cents in the dollar of CIV
   - Municipal Charge $134.60
   - Waste Collection Charge $270.35 per unit; and

5. Public Notice of the adoption of the budget be made; and

6. Advise any person(s) making a submission as to the outcome of that submission; and

7. Forward a copy of the adopted 2015/16 Budget to the Minister for Local Government, and make copies of the adopted 2015/16 Budget available for public perusal at Council’s Customer Service Centres in Edenhope and Kaniva, and also on Council’s website.
Moved: Councillor Bruce Meyer

Seconded: Councillor Ron Hawkins

That Council:

1. In relation to the reduced funding of $93,000 as notified to Council by the Victoria Grants Commission (VGC) and budgeted operating deficit in the draft West Wimmera Shire Council 2015-16 budget currently $348,000;

   1.1 Adjust Victorian Grants Commission contribution to $4,856,840 and makes the following adjustments to the draft West Wimmera Shire Council Budget 2015/2016:

       1.1.1 Reduce the Transfer stations operating cost budget by $15,000 to reflect the savings from the recent services review;

       1.1.2 Add $30,000 grant funding revenue income for the Roadside Weeds and Pests Program;

       1.1.3 Remove the funding of $79004 allocated for the Human Resource capacity currently listed in the draft budget 2015/2016;

       1.1.4 Reduce the draft budget allocation to income protection insurance by $11,000 to acknowledge proposed savings due to change of service provider;

       1.1.5 Reduce Councils advertising budget by $10,000;

       1.1.6 Remove the funding allocation for the proposed 0.6 FTE position of Administrative Support for Regulatory Services.

2. Regarding fees and charges:

   1.2.1 Reduce the 4 year old and 3 year old kindergarten fees to $1,100 per year from 2016.

3. Council to organise a special Council meeting on the 9th of July to undertake further review of the adopted budget 2015-16

2. Adopt the 2015/16 Budget and forward projections as set out within the Strategic Resource Plan contained within the budget papers, along with any adopted amendments resultant from any public submissions received and considered by Council; and

3. As per the budget document, raise a total amount of rates and charges of $6,852,280 for the 2015/16 financial year; and

Continued
4. That Council declare the following rates and charges:
   • General rate $0.3631 cents in the dollar of CIV
   • Municipal Charge $134.60
   • Waste Collection Charge $270.35 per unit; and

5. Public Notice of the adoption of the budget be made; and

6. Advise any person(s) making a submission as to the outcome of that submission; and

7. Forward a copy of the adopted 2015/16 Budget to the Minister for Local Government, and make copies of the adopted 2015/16 Budget available for public perusal at Council’s Customer Service Centres in Edenhope and Kaniva, and also on Council’s website.

   Carried Unanimously

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<tr>
<td>14.7.1</td>
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<td>14.7.2</td>
<td>Appendix A-D, 2015-2016 Draft Budget</td>
<td>15/001455</td>
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<td>14.7.3</td>
<td>Fees &amp; Charges 2015-2016, for public inspection</td>
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<td>14.7.4</td>
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12.4 EDENHOPE MECHANICS INSTITUTE HALL – FUTURE DIRECTIONS

FILE NUMBER: CM0392

REPORT AUTHOR: MARK CROUCH, CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To enable Council to consider next steps as part of the Regional Development Victoria (RDV) funded program - Putting Locals First Program – West Wimmera Shire Public Halls Upgrade Strategy.

To enable Council to make a determination following the tabling of information pursuant to the Council resolution of 19 March 2015 (see extract below).

To enable Council to consider the possible inclusion of the Edenhope Mechanics Hall / Community Hub development, as a funding application under Round 2 of National Stronger Regions Funding program.

Background

At the 18 December 2014 Council meeting it was resolved:

In relation the final report by Mr Adrian Kennelly of RMCG on the Edenhope Mechanics Hall and potential community centre development – community engagement and project funding strategy as part of the Regional Development Victoria (RDV) funded program - Putting Locals First Program – West Wimmera Shire Public Halls Upgrade Strategy;

That:

1. The Final Report be tabled and received by Council;
2. The Final Report be made available for public review at Council offices as well as available on the Council Web page;
3. Council approach Regional Development Victoria (RDV) and request an extension of the December 2014 Project funding deadline, to enable remaining funds to be used to develop a concept plan and detailed design.
4. The future development of the Edenhope Hall be listed for the February 2015 Councillor Forum, and that RDV be invited to facilitate a two hour session to explore options for future development and funding options and opportunities.
At the 19 February 2015 Council meeting, it was resolved;

_That at the next Councillor Forum scheduled for 5 March 2015 that Councillors discuss the future of the Edenhope Hall, along with other Shire wide projects, and to seek consensus on a proposal or proposals that would form the basis of discussions with the public._

The matter was further considered pursuant to the above at the 5 March 2015 Councillors Forum.

Regional Development Victoria (RDV) has formally advised Council that the project completion date has been varied from 31 December 2014 to 30 June 2015. It is unlikely further extensions will be made if this completion date is not achieved.

At the 19 March 2015 Council meeting, it was resolved:

_That Council:_

1. **Use the balance of available ‘Putting Locals First’ (PLF) funds to develop concept plans to:**
   - i **Develop a new Hall facility and/or**
   - ii **List improvements to current structure to bring Hall up to acceptable modern standards.**

2. **Authorise Chief Executive Officer in consultation with Mayor to develop Terms of Reference to establish a Representative Community Committee to further this matter.**

The CEO advised Councillors the _and/or_ in the above would be treated as an “and”. The CEO instigated process above and committee formation as resolved by Council.

In conjunction with the Council Municipal Building Surveyor, Rob Leech Design was engaged to provide the information requested in 1 ii above. This information is appended to the Council agenda report below, and has been the subject of a Council workshop session 3 June 2015 and representatives committee meeting 3 June 2015.

Jakob Kelly Architect was engaged to develop concept plans to develop a new Hall Facility as part of the 19 March 2015 resolution. The architect prepared two concept plans that have been widely canvassed at Council and Representative Committee level.
This material and all feedback have been provided to all Councillors and members of the committee. See minutes of committee meetings appended to the agenda.

Councillors were updated on these matters and latest developments at the Councillors Forum 4 June 2015.

Risk Management Implications

Not commented on.

Legislative Implications

Not commented on.

Environmental Implications

Not commented on.

Financial and Budgetary Implications

The current West Wimmera Shire Public Halls Upgrade Strategy project is now due for completion by 30 June 2015.

No budget provision has been made in the draft Council budget 2015/2016 for any upgrade or new works associated with the Edenhope Mechanics Hall.

Refer notes appended from Workshop session 3 June 2015 – Councillors / Rob Leech Design / Wayne Wilkie - redevelopment costings and works to be undertaken – cost estimates in range $365000 - $609700 ( in response to 1 ii above 19 March 2015 resolution).

The costing parameters provided to Jakob Kelly Architect were for a project in the vicinity of $1.5m. Estimated costings for the initial concept designed are in the range $1.5m - $2m. Further concept design refinement and potential staged development will provide Council a level of flexibility should it seek to nominate the Edenhope Mechanics Institute Hall as an applicant project under the National Stronger Regions Funding Round 2.

An opportunity has also arisen to consider the purchase of an adjacent property should Council view the strategic acquisition of this property providing hall development options. The property in question faces Elizabeth Street and is on the west side of the existing hall. This property is currently on the market. There has been acknowledgement that the west wall of the existing hall has been over built on the neighbouring property title. The strategic acquisition of the property may provide Council options in dealing
with the title anomaly, as well as potentially providing Council more options in the innovative design concepts for a new hall / community centre should Council make this determination.

Policy and Council Plan Implications

Action 2.4 Council will review the Public Hall policy, including maintenance schedules, levels of support and community use.

Communication Implications

Pursuant to 19 March 2015 resolution;

*Authorise Chief Executive Officer in consultation with Mayor to develop Terms of Reference to establish a Representative Community Committee to further this matter.*

Completed. The committee has met on two occasions and has detailed their preferred position and provided their inputs generally in relation to the hall itself and concept designs prepared to date.

Conclusion

Council needs to finalise the matter of the strategic review of halls and more particularly make a clear determination on the future of the Edenhope Mechanics Hall.

In relation to the Edenhope Mechanics Hall, Council has commissioned numerous reports over a lengthy period of time, but is yet make a clear determination on the future of the hall.

From a public safety perspective a number of urgent ‘render safe’ actions have been carried out at the facility. At the same time, the responsibilities mandated on the Municipal Building Surveyor will likely dictate that if firm actions and decisions are not made, and in a timely manner, the very operation of the hall may be brought into question. The hall is an aging facility and in many respects, has served the community well over a long period of time. Given that the facility has been allowed to fall into the current state over many years, this Council is now charged with the responsibility of determining on its future.

The clear consensus of the representatives committee established to help Council work through the various issues on the future of the hall is that the concept 2 design by Jakob Kelly that provides a fresh start with an entirely new development is the way forward. There is a feeling that the allocation of significant funds on the existing hall adds no new betterment factors around the service potential of the halls to this community in 2015.
There was also a shared understanding that if a new development decision was taken by Council, the position of Council would be contingent on a number of factors. Firstly that the local community was fully behind a development both by way of commitment and usage, but also as a significant fundraiser to better ensure the local community “buy in” on the development. It was also seen that the local Bendigo Bank will also need to be fully behind any potential development and work to ensure a community buy in was achieved.

Further, Council will also be looking for significant State and Federal funding support as part of any potential development.

On the basis that the Edenhope Mechanics Hall / Community hub, by whatever name is to be put forward as a round 2 application under the NSRF program, Council will need to ensure it invests the necessary resources to ensure a competitive bid can be lodged. The delay in decisions around the future of the hall has placed Council in a difficult position to ensure this takes place. The architect who has prepared the concepts designs to date has flagged his preparedness to expedite processes his end to take the concept designs to the next stage and seek to prepare the necessary costings and other design material that will need to form part of any potential application by the end of July 2015.

**OFFICER RECOMMENDATION – NIL**

**Moved: Councillor Ron Hawkins**

**Seconded: Councillor Richard Wait**

Following community consultation and the in-principle support from the Edenhope Vision and Voice Group to fundraise, that Council supports the development of the new Edenhope community hub, contingent of the following:

- West Wimmera Shire Council receives State or Federal grand funding of 50% or more for the project;
- Council will match the community fundraising $1 for $1, up to a limit of $500,000.

**Carried**

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<td>Councillor Ron Hawkins</td>
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<td>Councillor Annette Jones</td>
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Moved: Councillor Ron Hawkins  
Seconded: Councillor Richard Wait  
That Council resume Standing Orders at 8.25pm.  
Carried Unanimously
12.0 CHIEF EXECUTIVE OFFICER AND GOVERNANCE

12.1 WIMMERA INFORMATION NETWORK – REQUEST FOR FINANCIAL SUPPORT

FILE NUMBER: CS0028

REPORT AUTHOR: ELIZABETH MATUSCHKA, EXECUTIVE SUPPORT OFFICER TO CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To consider a request from the Wimmera Information Network (WIN) for $500 in financial support, and $25 for 2014/2015 membership of the Wimmera Information Network.

Background

The Wimmera Information Network is based in Horsham and sent a letter to Council on 25 May 2015. A copy of this letter is attached, and an acknowledgement of receipt has been sent. The Wimmera Information Network also copied their letter to all Councillors.

In their letter, the Wimmera Information Network states:

- Due to funding cut backs, the Network faced the prospect of winding up in 2016.
- They collect, collate and maintain community information in the online Community Information Directory.
- It is a regional database available for residents and in times of emergencies.
- They request financial support of $500 from West Wimmera Shire Council.
- They also request that Council pay $25 to renew its 2014/2015 membership of the Wimmera Information Network.

Risk Management Implications

Not commented on.
Legislative Implications

Nil.

Environmental Implications

Not commented on.

Financial and Budgetary Implications

Council could consider providing the requested funding from the Councillor Discretionary Fund.

Policy and Council Plan Implications

Not commented on.

Communication Implications

Not commented on.

Conclusion

The Wimmera Information Network is requesting Council financial support, due to funding cut backs from other sources.

OFFICER RECOMMENDATION: - NIL

Moved: Councillor Bruce Meyer
Seconded: Councillor Richard Wait
That the report "12.1 Wimmera Information Network – Request for Financial Support" be received

Carried Unanimously

Attachments:

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<tr>
<td>12.1.1</td>
<td>Letter from Wimmera Information Network requesting financial support, 25 May 2015</td>
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12.2 APSLEY PRIMARY SCHOOL – REQUEST FOR FINANCIAL SUPPORT – PLAQUE CELEBRATING 50 YEARS OF EDUCATION

FILE NUMBER: EN0008

REPORT AUTHOR: ELIZABETH MATUSCHKA, EXECUTIVE SUPPORT OFFICER TO CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To consider a request from Apsley Primary School for $88 in financial support, to fund the purchase of a plaque celebrating 50 years of education.

Background

Apsley Primary School sent an email to Council on the evening of Friday 6 June 2015, enclosing an invoice from Wimmera Trophies & Gifts for $88.

In their email, Tanya Turner from Apsley Primary School states:

- The Apsley Primary School is celebrating 50 years of education on its current site.
- Would the Shire agree to fund the purchase of a plaque to be unveiled on Saturday 6 June 2015 at the celebrations.
- Would the Shire also fund the purchase of a tree from Amber Ridge.

Risk Management Implications

Not commented on.

Legislative Implications

Nil.

Environmental Implications

Not commented on.
Financial and Budgetary Implications

Council could consider providing the requested funding from the Councillor Discretionary Fund.

Policy and Council Plan Implications

Not commented on.

Communication Implications

Not commented on.

Conclusion

Apsley Primary School is celebrating 50 years of education on its current site.

OFFICER RECOMMENDATION:

Nil

Moved: Councillor Warren Wait

Seconded: Councillor Richard Wait

That Council pay the invoice received from the Apsley Primary School for the purchase of a plaque for the amount of $88 and the purchase a tree to be allocated from the Councillor Discretionary Fund

Councillor Bruce Meyer moved an Amendment

Seconded Councillor Ron Hawkins

That Council pay the invoice received from the Apsley Primary School for the purchase of a plaque for the amount of $88, as presented, from the Councillor Discretionary Fund.

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<td>Councillor Richard Wait</td>
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<td>Councillor Annette Jones</td>
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The Amendment became the Motion
Councillor Bruce Meyer moved an Amendment

Seconded Councillor Ron Hawkins

That Council pay the invoice received from the Apsley Primary School for the purchase of a plaque for the amount of $88, as presented, from the Councillor Discretionary Fund.

Carried Unanimously

The Amendment became the Motion

Moved: Councillor Bruce Meyer
Seconded: Councillor Ron Hawkins

That Council pay the invoice received from the Apsley Primary School for the purchase of a plaque for the amount of $88, as presented, from the Councillor Discretionary Fund.

Carried Unanimously

Moved: Councillor Richard Wait
Seconded: Councillor Warren Wait

That, upon receiving an invoice from the Apsley Primary School, Council pays for the purchase of a tree, from the Councillor Discretionary Fund.

Carried

For Against
Councillor Richard Wait Councillor Bruce Meyer
Councillor Warren Wait
Councillor Ron Hawkins
Councillor Annette Jones

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<td>15/002330</td>
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12.3 RESOLUTIONS MONITOR – QUARTERLY REPORT
FILE NUMBER: AD0183
REPORT AUTHOR: ELIZABETH MATUSCHKA, EXECUTIVE SUPPORT OFFICER TO CHIEF EXECUTIVE OFFICER

FOR INFORMATION

Introduction
To review the Resolutions Monitor, which records outstanding action items from various Council resolutions.

Background
The Resolutions Monitor is designed to assist Councillors and members of the Senior Management Group to facilitate timely and effective actioning of various Council resolutions.

The Resolutions Monitor is tabled quarterly in the Ordinary Meeting of Council.

The Resolutions Monitor attached is the version as at Friday 12 June 2015.

Any queries are to be raised directly with the relevant Senior Management Group Officer.

Risk Management Implications
Not commented on.

Legislative Implications
Not commented on.

Environmental Implications
Nil.

Financial and Budgetary Implications
Not commented on.
Policy and Council Plan Implications
Not commented on.

Communication Implications
Not commented on.

Conclusion
The Resolutions Monitor is designed to assist Councillors and members of the Senior Management Group to facilitate timely and effective actioning of various Council resolutions.

OFFICER RECOMMENDATION
That the Resolutions Monitor be received and noted.

Moved: Councillor Ron Hawkins
Seconded: Councillor Bruce Meyer
That Item 12.3 Resolutions Monitor – Quarterly Report be held over and discussed at the next Councillors Forum.

Carried Unanimously

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12.5 WHELAN LOCAL GOVERNMENT SUSTAINABILITY MODEL – UPDATE

FILE NUMBER: PS0022

REPORT AUTHOR: MARK CROUCH, CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To overview recent developments in relation to the financial sustainability model as developed by Merv and Rohan Whelan and Local Government sustainability generally.

Background

The Whelan’s has done a considerable body of work in relation to the financial sustainability of Councils – particularly smaller rural municipalities.

Appended to the agenda is the base model work undertaken in 2010, along with a number of briefer reports and presentations provided recently.

This work also has relevance given the Parliamentary Inquiry into Sustainability of Rural and Regional Councils being conducted by the Committee into Environment, Natural Resources and Regional Development.

Terms of Reference

Received from the Legislative Council on 6 May 2015:

To the Environment, Natural Resources and Regional Development Committee to inquire into, consider and report, no later than 31 March 2016, the sustainability and operational challenges of Victoria’s rural and regional councils, including but not limited to the following —

(a) local government funding and budgetary pressures;

(b) fairness, equity and adequacy of rating systems;

(c) impact of rate-capping policies;

(d) capacity for rural and regional councils to meet responsibilities for flood planning and preparation, and maintenance of flood mitigation infrastructure;
(e) maintenance of local road and bridge networks; and

(f) weed and pest animal control;

Risk Management Implications

Not commented on

Legislative Implications

No commented on

Environmental Implications

Not commented on.

Financial and Budgetary Implications

The basis of the work and material provided by Merv and Rohan Whelan centres on the core financial sustainability of smaller rural Councils.

Policy and Council Plan Implications

Not commented on.

Communication Implications

The matter was considered by the North West Municipalities Association (NWMA) on May 29 2015.

Attached is a NWMA media release following the meeting:

At a recent meeting of the North West Municipalities Association, the issue if Local Government sustainability was one of the key issues on the meeting agenda.

Merv and Rohan Whelan, well known and respected in local government circles, spoke passionately about the sustainability issues faced by many of the small rural municipalities across the State. At a time of tightening financial resources being made available to the sector, introduction of a rates capping framework, along with an indexation freeze in grants commission allocations, and less than adequate funding streams from the Commonwealth, Local government faces a number of major challenges.
These issues and challenges are engrained or inherent in the sector. Good governance and astute management will do little to overcome many of the systemic issues faces by many rural types of Council. Low populations, large geographical areas to maintain and manage, challenging socio economic realities, higher relative costs and lower relative capacity to generate revenues, all make for a difficult operating environment and difficult sustainability issues that must be addressed.

The Association looked at a process that identifies and importantly quantifies the Sustainable Capacity Ratio of all Councils across Victoria. At a time of increasing community expectations, fewer resources, challenging issue around infrastructure investment and maintenance, Local Government will need better and improved support from the States and Federal Government if the sustainability issue is to be addressed.

Local Government will need to better explain and communicate the sustainability issues it faces and work collaboratively to seek improved funding support from other levels of Government if the sustainability issue is to be effectively managed going forward.

Conclusion

The issue of a minimum level of Local Government services and the Rural Living Campaign as being promoted by Buloke Shire Council along with a number of other Councils is intertwined with local Government sustainability generally. Without the capacity to fund and provide minimum local government services ongoing, sustainability issues will remain.

One of the key issues to be addressed if this matter is to be progressed will be an improved community understanding of the service and sustainability issues experienced particularly by small rural Councils. Without widespread community understanding and support, the way forward for small rural municipalities will be difficult.

**OFFICER RECOMMENDATION** - NIL
Moved: Councillor Ron Hawkins
Seconded: Councillor Richard Wait
That:
- Council work with the North West Municipal Association to lobby the State Government to recognise the issues raised in the Whelan - Local Government Sustainability Model.
- The Model is forwarded to the State Minister for Local Government, the State Treasurer and all State members of Parliament detailing the issues faced by rural councils, particularly small rural Councils.
Carried Unanimously

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<tr>
<td>12.5.1</td>
<td>Merv and Rohan Whelan - Local Government Sustainability Model - presentation NWMA 29 May 2015</td>
<td>15/002340</td>
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<td>12.5.2</td>
<td>Financial Sustainability Overview - Merv and Rohan Whelan – May 2015</td>
<td>15/002102 (Part)</td>
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<td>12.5.3</td>
<td>Local Government Financial Sustainability – Focus on small rural Councils – Abridged report – May 2010</td>
<td>15/002341</td>
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</table>
12.6 COMMUNITY STRENGTHENING GRANTS POLICY REVIEW

FILE NUMBER: AD0203

REPORT AUTHOR: KELLIE JORDAN, MANAGER OF ECONOMIC AND BUSINESS DEVELOPMENT

FOR DECISION

Introduction

Council’s Community Strengthening Grants program enables Council to work in partnership with the community by providing financial support to extend the capacity of groups and organisations to implement and sustain a wide range of local recreational, cultural, social and community support initiatives that make a positive contribution to the West Wimmera Community.

Background

Council has maintained a community grants program for 15 years. In previous years, the program has been fairly broad. The intention of reviewing the grants program is to ensure a targeted approach that leads the community to support Council’s goals and objectives.

Risk management implications

Nil

Legislative implications

Nil

Environmental implications

Nil

Financial and budgetary implications

Council has budgeted $43,000 for Community Grants in the 2015-16 financial year.
Policy and Council Plan implications

Revised policy. Policy in line with objectives in Council Plan and Target 10,000, to improve community resilience.

Communication implications

Following adopted, significant community engagement will be undertaken to educate the community on the revised guidelines. This will include workshops to detail the changes.

Conclusion

The main additions to the policy are as follows:

- Change of categories to: Community projects; Facilities Upgrade and equipment purchase; and Community events.
- Streamlined and efficient process for internal administration, involving successful applicants providing an invoice and receiving 80% of the grant funding up front.
- No requirement for 50% funding, which will be offset by an applicant’s effort and ability to raise support funding in conjunction with the sustainability of the project.

OFFICER RECOMMENDATION:
That Council adopt the revised Community Strengthening Grants Policy.

Moved: Councillor Bruce Meyer
Seconded: Councillor Richard Wait

That Council adopt the revised Community Strengthening Grants Policy, subject to minor amendments to the eligibility criteria.

Carried Unanimously

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<tr>
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<td>Community Strengthening Grants Policy</td>
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</table>
12.7 STREETSCAPE SCHEME POLICY – NEW POLICY

FILE NUMBER: AD0203

REPORT AUTHOR: KELLIE JORDAN, MANAGER OF ECONOMIC AND BUSINESS DEVELOPMENT

FOR DECISION

Introduction

The West Wimmera Streetscape Scheme program aimed at encouraging building owners and business operators to upgrade the appearance of buildings’ facades within the main street localities and to improve accessibility to premises.

The purpose of the West Wimmera Streetscape Scheme program is to beautify the region’s local shopping precincts by improving the streetscape and ensuring universal access. Through providing financial assistance the program aims to develop a stronger partnership between Council and building owners and business operators in making overall improvements to the main streets.

Background

The Streetscape Scheme Policy is a new policy for the West Wimmera Shire. The concept is derived from the objectives within council’s economic development strategy, specifically to support and grow business, and the desire to improve the streetscapes of main streets, within the Shire.

Risk Management Implications

Nil

Legislative Implications

Nil

Environmental Implications

Nil
Financial and Budgetary Implications

Council has budgeted $12,000 to implement the Streetscape Scheme.

Policy and Council Plan Implications

The policy is aligned with the goals and objectives of the Council Plan and Target 10,000, to strengthen business and improve the amenity of main streets within the Shire.

Communication implications

Extensive media and community engagement will be undertaken to ensure understanding of the Streetscape Scheme.

Conclusion

Nil

OFFICER RECOMMENDATION:
That Council adopted the Streetscape Scheme Policy.

Moved: Councillor Richard Wait
Seconded: Councillor Warren Wait
That Item "12.7 Streetscape Scheme Policy – New Policy" be held over and discussed at the next Councillors Forum.

Carried Unanimously

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<td>12.7.1</td>
<td>Streetscape Scheme Policy Draft</td>
<td>15/002329</td>
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12.8 REVIEW OF COUNCIL PLAN 2013-2017 MONITOR

FILE NUMBER: AD0189

REPORT AUTHOR: ELIZABETH MATUSCHKA, EXECUTIVE SUPPORT OFFICER TO CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To have Council review the updated Council Plan 2013-2017 Monitor.

Background

Council has previously reviewed progress in relation to the Council Plan at two Council meetings in 2014.

A detailed review and plan monitor analysis was also undertaken by Councillors in a workshop on 5 February 2015

Major efforts have been undertaken to ensure the Council Plan is monitored and status updates provided to Council. Senior Management have been requested to ensure that issues or matters in the Council Plan that required further consideration, have resource implications not budgeted for or have deliverables that require further clarification or Council input, are returned to Council for further consideration.

Increased attention and focus is required to ensure Council resource allocations are provided for in the annual and longer term financial planning cycles, to ensure there is the capacity to deliver against plan actions and stated plan outcomes.

The Council Plan monitor incorporates the various strategic Objectives and Actions that relate to years 1 and 2 of the plan.

The Council Plan is a vital corporate document that articulates the overall vision and strategic direction of Council over the plan period.

Members of the Senior Management Group have also updated the monitor in early June 2015, to reflect latest status.
Risk Management Implications

There are major risk implications if the Council Plan is not sufficiently resourced, monitored and a planned and vigorous approach is not applied against plan outcomes. Timelines can ‘drift’ and Council strategic vision can be compromised.

A businesslike approach is essential to ensure priorities are planned, scoped, costed, budgetary provision made and that Council and Senior Management take a strong line to ensure outcomes are achieved.

Legislative Implications

A Council is required each financial year to assess whether the Council Plan requires any adjustment for the remaining period. A Council can make adjustments to the Council Plan it considers necessary.

Environmental Implications

Not commented on.

Financial and Budgetary Implications

As detailed above, many of the Council Plan deliverables have related financial and budgetary implications. Council Plan Strategic Directions and Actions need to be underpinned by adequate resources allocation in the annual and long term budgetary cycle.

Policy and Council Plan Implications


Communication Implications

Not commented on.

Conclusion

Rigorous ongoing assessment and review monitoring of the plan is taking place. A number of areas have required added focus and attention, with a number of matters requiring further Council consideration and clarification around scope and direction to be instigated. These are being provided for and detailed in the regular monitor updates.
OFFICER RECOMMENDATION


Moved: Councillor Richard Wait
Seconded: Councillor Warren Wait


Carried Unanimously

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<td>12.8.1</td>
<td>West Wimmera Shire Council – Council Plan 2013/2017 – Monitor as at Friday 12 June 2015</td>
<td>15/002339</td>
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12.9 FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT – MAV AND ALGA CAMPAIGN OPPOSING INDEXATION FREEZE ON CURRENT ALLOCATIONS AND ESTABLISHING THE CASE FOR INCREASED FUNDING SUPPORT TO LOCAL GOVERNMENT

FILE NUMBER: AD0058

REPORT AUTHOR: MARK CROUCH, CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To have Council consider a campaign by the Local Government sector opposing the current indexation freeze on Financial Assistance Grants to Local Government, and further, for the allocation of improved levels of Financial Assistance Grants to Councils to reinstate sustainable levels of Financial Assistance Grants funding to the sector.

Background

The Australian Local Government Association (ALGA) and the Municipal Association of Victoria (MAV) jointly wrote to Council on 10 April 2015, regarding Financial Assistance Grants (FAGs) to Local Government.

In this letter, the ALGA and MAV stated:

- Local Councils have recently received the third quarterly payment of FAGs to local government for this financial year.
- FAGs are an important untied payment to Councils.
- FAGs are invested in essential community infrastructure and services, including local roads, parks, swimming pools and libraries.
- It is important that the level of funding provided to Councils is adequate to ensure infrastructure and services are provided at a reasonable level in all communities.
- FAGs funding is not currently keeping pace with demand for services and infrastructure in local communities.
- The freeze on indexation will worsen this situation.
Freezing FAGs at their current level until 2017-2018 will result in a permanent reduction in the FAGs base by 13%.

ALGA has called for FAGs indexation to be restored immediately, and for the Federal Government to consider the adequacy of the quantum of FAGs and the indexation methodology in the future.

It is important to recognise that while FAGs are paid through each State’s Local Government Grants Commission, the funding originates with the Commonwealth.

ALGA and MAV request that Council pass a resolution acknowledging the importance of FAGs in assisting Councils to provide important community infrastructure.

ALGA and MAV also request that Councils acknowledge the receipt of FAGs from the Commonwealth in media releases, Council publications, and Council’s annual report.

The financial sustainability of local government is of utmost importance for our community.

We urge you to support the campaign to maintain FAGs and restore indexation of the grants by passing a Council resolution.

Once such a resolution is passed, MAV request that this be copied to them, for adding to the ALGA’s national list of resolutions.

The MAV wrote to Council on 26 May 2015, regarding the MAV/ALGA Financial Assistance Grants advocacy campaign.

In this letter, the MAV stated:

The advocacy campaign is seeking the restoration of the indexation of FAGs.

It is also calling on the Federal Government to consider the adequacy of the quantum of FAGs, and the indexation methodology in the future.

The next stage of the campaign is to highlight the impact the indexation freeze is having on Councils through case studies and examples.

The case study information will be used to build a profile of FAGs with Commonwealth Parliamentarians, and provide concrete examples of how the freeze of indexation is constraining the ability of the sector to deliver infrastructure and services to the community.

The brief questionnaire is provided, and should be completed and submitted to the MAV by Friday 12 June 2015.
Risk Management Implications
The freeze on indexation of FAGs results in greater financial uncertainty for Council, and further restricts its ability to provide reasonable levels of infrastructure and services to the community.

Legislative Implications
Not commented on.

Environmental Implications
Not commented on.

Financial and Budgetary Implications
The freeze on indexation of FAGs reduces Council’s funding and further tightens its budget, raising more dire issues of financial sustainability for Council. Previous Council reports have detailed the financial impact that an indexation freeze will have on West Wimmera Shire and the sector as a whole.

Policy and Council Plan Implications
The freeze on indexation of FAGs reduces Council’s ability to complete some elements of the Council Plan 2013-2017.

Communication Implications
Not commented on.

Conclusion
Freezing FAGs at their current level until 2017-2018 will result in a permanent reduction in the FAGs base by 13%, and will significantly impact Council’s ability to provide reasonable levels of infrastructure and services to the community.
OFFICER RECOMMENDATION

That Council:

1. Confirm its support for the MAV and ALGA advocacy campaign, which seeks the restoration of the indexation of Financial Assistance Grants (FAGs).

2. Write to the MAV and ALGA confirming its support for the advocacy campaign.

3. Ratify the case study information submitted to MAV on 12 June 2015, which provided concrete examples of how the freeze of indexation is constraining the ability of the sector to deliver infrastructure and services to the community.

4. Write to local State and Federal Members of Parliament expressing Council’s concern over the freezing of indexation of FAGs, and its implications for the future.

5. Forward a copy of these letters to the Municipal Association of Victoria (MAV) and the Australian Local Government Association (ALGA).
Moved: Councillor Richard Wait
Seconded: Councillor Bruce Meyer
That Council:

1. Confirm its support for the MAV and ALGA advocacy campaign, which seeks the restoration of the indexation of Financial Assistance Grants (FAGs).

2. Write to the MAV and ALGA confirming its support for the advocacy campaign.

3. Ratify the case study information submitted to MAV on 12 June 2015, which provided concrete examples of how the freeze of indexation is constraining the ability of the sector to deliver infrastructure and services to the community.

4. Write to local State and Federal Members of Parliament expressing Council's concern over the freezing of indexation of FAGs, and its implications for the future.

5. Forward a copy of these letters to the Municipal Association of Victoria (MAV) and the Australian Local Government Association (ALGA).

Carried Unanimously

Attachments:

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<td>MAV and Australian Local Government Association (ALGA) – Financial Assistance Grants Advocacy Campaign</td>
<td>15/002101</td>
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<td>12.9.2</td>
<td>ALGA Financial Assistance Grants to Local Government</td>
<td>15/001432</td>
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<td>12.9.3</td>
<td>Case Study – West Wimmera Shire Council – impact of three year freeze to indexation of FAGs, submitted to MAV, 11 June 2015</td>
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13.0 INFRASTRUCTURE DEVELOPMENT AND WORKS

13.1 MUNICIPAL EMERGENCY MANAGEMENT PLAN VERSION 1.1
FILE NUMBER: AD0201
REPORT AUTHOR: RHONDA MCNEIL, EMERGENCY MANAGEMENT COORDINATOR

FOR DECISION

Introduction

The Municipal Emergency Management Plan (MEMP) is a multi-agency plan for the municipal district of West Wimmera Shire Council (Council). The purpose of the plan is to bring together in an integrated organisational network the resources of the many agencies and individuals who can take appropriate and timely action to prevent or mitigate, respond to and recover from emergencies.

Background

In July 2014 WWSC Municipal Emergency Management Plan was audited by VICSES. The majority of the plan meets minimum requirements with some achieving best practice and a small number (4) not meeting minimum standards. These items were non-core and have been remedied, including some changes to the MEMP (see attached summary of changes.)

The updated version of the plan was presented to the WWSC Municipal Emergency Management Planning Committee Executive on 2 June 2015 who endorsed it. With the ratification by Council, West Wimmera will be able to undergo the compulsory 12 month re-audit within the legislated timeframe.

Risk Management Implications

If Council fails to submit the updated MEMP, Council could be found in breach of the Act.

Endorsement of the MEMP by Council will ensure Council can meet its mandated requirements under the Act.
Legislative Implications

Council is required to have a Municipal Emergency Management Plan pursuant to Section 20 (1) of the Emergency Management Act 1986.

This plan will replace the current WWSC MEMP.

Environmental Implications

N/A

Financial and Budgetary Implications

There are implementation costs associated with this plan, being the costs in maintaining a primary and secondary Municipal Emergency Coordination Centre (MECC) and the ongoing training of staff. These are not new costs and are met on an ongoing basis by Council.

Policy and Council Plan Implications

Council Plan Action 6.6 Council will incorporate relevant emergency management and recovery initiatives and actively work with regional agencies.

Communication Implications

The updated MEMP will be made available on Council’s website as well as the State Library.

Conclusion

The MEMPC Executive is confident that the changes to version 1.1 of the MEMP will meet the minimum standards required for the audit and compliance with the Act.

OFFICER RECOMMENDATION

Moved: Councillor Ron Hawkins
Seconded: Councillor Richard Wait

Carried Unanimously

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<td>13.1.2</td>
<td>Draft minutes MEMPC Executive 2 June 2015</td>
<td>15/002318</td>
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<td>13.1.3</td>
<td>MEMP summary changes June 2015</td>
<td>15/002311</td>
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13.2 UPDATE – KANIVA POUND AND STOCKYARD

FILE NUMBER: 15/001718

REPORT AUTHOR: ROBYN EVANS, GENERAL MANAGER
INFRASTRUCTURE DEVELOPMENT AND WORKS

FOR DECISION

Introduction

The informal pound and community stockyards at Kaniva Industrial Estate have been closed due to land sales of the land at the corner of Farmers Street and Industrial Drive, Kaniva.

Council Forum 7 May 2015, resolved that:
1. Arrange a meeting with Kaniva Graincorp operators and land owner Clarke re use and future of the land used by Graincorp.

Background

The land at the corner of Farmers Street and the now named ‘Industrial Drive’ has been used by the Shire as a temporary pound for many years. It has also been informally used without formal agreement, by local farmers and Land Agents, as a holding stockyard.

Landmark Land agent Matthew McDonald and Westech Ag representative, Stuart Kyle presented their ongoing, stockyard holding needs at Council Forum 7 May 2015.

Council is interested in finding alternative locations for:
1. The Council Pound northern operations, and
2. The community service of temporary stockyard holding facilities

An alternative for the temporary stockyards was suggested as the south-west corner of the holdings of Mr B Clarke; and within the current Kaniva Industrial Estate zoning. This land is currently leased and occupied by Graincorp.

Mr Clarke has subsequently advised that he has no timeline for the vacating of Graincorp.
Graincorp Regional Manager has advised that Graincorp cannot provide a timeline for vacating as the grain stored is not theirs and vacating will depend on the timing of the grain owners removing their grain.

Risk Management Implications

The service assessment of the community temporary stockyards has not yet been undertaken. This service review needs to be undertaken before Council can make an informed decision. Delay in this decision according to representations however, will negatively impact on the stock agents and their customers.

The pound operations can be undertaken with much smaller infrastructure needs and have more flexible need requirements. This could be mitigated with a portable pound (trailer based) which would also serve to meet smaller emergency response situations where livestock is involved. This service could also be delivered from within the current Council depot footprint.

Legislative Implications

Nil

Environmental Implications

Nil

Financial and Budgetary Implications

The financial implications of Council’s decisions have not yet been determined.

Policy and Council Plan Implications

Council does not have a specific policy to subsidise stock and farming enterprises, however the Council Plan does have generic aspiration through the Strategic Objective 1 to:

*Increase economic activity through the support of existing businesses and new investment.*

Communication Implications

Not commented upon.
Conclusion

Council need to ratify decisions made in Forums. In discussions with Graincorp, the landholder and the stock agents, it was apparent that a final position could not be finalised for this Council meeting in June 2015. The investigation needs to be undertaken for the joint proposition in conjunction with the external stakeholders’ timeframes. Additionally there is the immediate investigation of the Council need for pound facilities in the northern part of the Shire.

OFFICER RECOMMENDATION:

That West Wimmera Shire Council resolve:

1. A service review of the Council pound operations be undertaken and alternatives be presented to Council.

2. A service review of the community support of farming and stock agents in Kaniva be undertaken and options be presented to Council.

Moved: Councillor Bruce Meyer
Seconded: Councillor Warren Wait

That West Wimmera Shire Council resolve to undertake a service review of the Council pound operations and alternatives be presented to Council.

Carried Unanimously

Attachments: Nil
Councillor Hawkins declared an indirect conflict of interest as a board member of the Edenhope and District Memorial Hospital and left the room at 8.58pm.

13.3 PROPOSED TREE REMOVAL – ELIZABETH STREET EDENHOPE
FILE NUMBER: PS0389
REPORT AUTHOR: BERNIE MADDERN CONTRACTS MANAGER

FOR DECISION

Introduction

This report is to consider a street tree removal application received from the Edenhope & District Memorial Hospital, for the removal of one Flowering Gum tree on the roadway adjacent the new nurses’ accommodation at 127 Elizabeth Street Edenhope.

Background

The original tree removal request has been received as described below, and denied on the basis that it and did not meet the Council’s tree removal criteria as per Council policy.

A further request has been received indicating the applicant wishes to extend the driveway. This request has been referred to Council as it is deemed as an aged and significant tree situated on public land in a Township, as per Council resolution at the 21 November 2013 meeting.

Applicant:
Edenhope & District Memorial Hospital - Request dated 19/03/2015
128 Elizabeth Street Edenhope
Applicants Reason: Refer to attachment.

The tree pre-exists recent building on the site.

During the planning stages the applicant would have been aware of the location of the tree and its close proximity to the existing crossover. At that stage the applicant could have submitted designs for an alternative crossover location that would have suited the current tree removal rationale of the applicant.

Risk Management Implications

Any street tree can pose a potential risk to the general public; however this risk is mitigated through Council’s street tree management program through annual inspections and is audited annually by Council’s insurers CMP.
A recent individual risk assessment has been carried out by Council’s Works Manager and Parks & Gardens Supervisor on this tree. The current risks identified are tree roots causing some uplift in the kerb & channel impeding water flow, and exposed tree roots up to approximately 150mm above the sealed pavement. If the crossover is extended as proposed, the tree will be positioned within the driveway alignment creating an obvious risk to vehicles accessing the driveway.

Leaving the driveway as it is, would be consistent with many single crossover driveway entrances widening to double garages and/or double driveways within property boundaries. The risk as proposed by the applicant is not deemed to be a real risk as per the majority of property conditions.

Legislative Implications
Nil

Environmental Implications

This tree is very well established and healthy and provides valuable shade in summer, although typically it drops leaves, twigs, nuts etc. The removal would change the aesthetics of the streetscape and take away valuable shade.

Financial and Budgetary Implications

If Council decides that the tree is to be removed in accordance with the tree removal criteria, then the cost will be borne by the landowner as per clause 5.3.1 of the Street Tree Policy, and there will be no cost to Council.

If Council additionally determines tree planting replacement of the lost asset, the cost of purchase and establishment could be also allocated to the developer.

Policy and Council Plan Implications

The removal of this tree falls within clause 5.2.1 the Tree Removal criteria in Council’s Street Tree Policy which states:

*The street trees removal is required after investigation to facilitate the construction of a vehicle crossing into a property and there is no other viable choice. Cost of removal and replacement to be borne by the property developer.*
The initial request dated 19/03/15 for the street tree removal was received from The Edenhope & District Memorial Hospital stating that the tree and root system was encroaching over the driveway.

Following a site inspection a letter was sent to the applicant on 14/05/2015 advising that the application did not meet Council’s tree removal criteria in the Street Tree Policy. Refer to attachment.

On 12/04/2013 an email was sent to Council by the applicant advising that the driveway will need to be widened to accommodate the double garage and that the tree poses a significant risk to reversing out of the driveway as it will be in the middle of the right hand side of the garage.

Conclusion

With the applicants change in reasoning, the second request for removal relates to the criteria in Council’s Street policy which states:

*The street trees removal is required after investigation to facilitate the construction of a vehicle crossing into a property and there is no other viable choice. Cost of removal and replacement to be borne by the property developer.*

This Flowering Gum tree is well established, quite healthy and has value as a Shire asset. The trees situated on the sealed roadway between Orme Street and Anne street constitute an important streetscape to the main thoroughfare in the Edenhope Township. The removal of this tree would have a negative effect on this streetscape.

During the planning stages the applicant would have been aware of the location of the tree and its close proximity to the existing crossover, and at that stage there would have been a viable choice of crossover location by the applicant.

It is worth noting that many properties with a double garage have a single crossover with the driveway opening out to double width from the building line.

**OFFICER RECOMMENDATION**

That the application to remove the Flowering Gum tree situated on the roadway adjacent 127 Elizabeth Street Edenhope be denied.
Moved: Councillor Warren Wait
That the application to remove the Flowering Gum tree situated on the roadway adjacent 127 Elizabeth Street Edenhope be approved.

Motion lapsed for lack of Seconder.

Moved: Councillor Bruce Meyer
Seconded: Councillor Richard Wait
That Council inspect the tree adjacent 127 Elizabeth Street Edenhope at the next Councillors Forum prior to making a decision in relation to the tree.

Carried Unanimously

Attachments:

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<td>13.3.2</td>
<td>Email from applicant</td>
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Councillor Hawkins returned to the room at 9.02pm
13.4 WEST WIMMERA SHIRE COUNCIL COMMUNITY LOCAL LAWS
EXCESS ANIMAL PERMIT APPLICATION

FILE NUMBER: AD0107
REPORT AUTHOR: ADRIAN SCHMIDT, LOCAL LAWS OFFICER

FOR DECISION

Introduction

West Wimmera Shire Council Community Local Law 2012 requires residents to obtain a permit if keeping excess animal or bird numbers in townships.

If a resident has less land area than 0.4 ha (1 acre) a permit is required to keep any number of horses as per the West Wimmera Shire Council Community Local Law 2012.

This report addresses a resident’s permit application for keeping 3 horses at 20-24 Barrack Street, Goroke.

Background

West Wimmera Shire Council Local Laws officer received a request to investigate horses being kept in the township of Goroke.

A horse owner at Goroke that required a Local Laws Excess animal permit was identified and requested to apply for a permit

Council received the Community Local Laws permit application from the landowner for 3 horses at the property in Goroke.

Council, as part of the standard notification for a permit application, wrote to the owners of 11 properties within the vicinity of the applicant’s property, notifying the residents that Council had received an application for the keeping of 3 horses at the property identified in the letter and that the residents had 14 days to respond to the Council letter regarding the permit application.

Council received no objections to the permit application.

Council received 2 (two) written letter of support to keep the horses at this property.

The Local Laws Officer also received one verbal conversation of support to keep the Horses.
The applicant’s property size is 3612 square meters. Approximately 60 meters wide x 61 meters long with only some existing horse stables located on the property.

The requirement to house 2 horses without a permit is 4000 square meters. The applicant’s property falls short of the by-laws requirement for 2 horses by 378 square meters. The application is for 3 horses which would be approximately 6000 square meters.

Risk Management Implications

The consistency of application of Council’s by-laws is important. Council has recently rejected another application for keeping horses on township land that was of an area less than the by-law requirement. However this application has some differences with the previous application in front of Council:

- The land under application is wholly vacant except for the stabling
- No objections received
- Two letters of support

Legislative Implications

West Wimmera Shire Council Community Local Law 2012

Part 11. Keeping excess animals
For the purposes of calculating the maximum limit of numbers of animals kept, the progeny of any animal lawfully kept will be exempt for a period of three months after their birth.

(1) The requirement to obtain a permit to keep animals applies in a Township where the number and type of animal or bird exceeds the number prescribed in the following table.

Penalty: 5 Penalty Units

<table>
<thead>
<tr>
<th>Type of Animal</th>
<th>Land 0.4ha or less</th>
<th>Land greater than 0.4ha</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dogs</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Cats</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Reptiles</td>
<td>2</td>
<td>2 or more</td>
</tr>
<tr>
<td>Ferrets, guinea pigs,</td>
<td>5</td>
<td>5 or more</td>
</tr>
<tr>
<td>rabbits or rodents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roosters</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Poultry</td>
<td>10</td>
<td>10 or more</td>
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<tr>
<td>Birds (such as cockatoos)</td>
<td>1</td>
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</tr>
<tr>
<td>Sheep, Alpacas, Goats</td>
<td>0-Except that up to 4</td>
<td>2- Except that up to 4 sheep</td>
</tr>
<tr>
<td>Sheep may be kept on</td>
<td></td>
<td>Sheep may be kept on land during</td>
</tr>
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</table>
land during the declared fire danger period.
the declared fire danger period

<table>
<thead>
<tr>
<th>Animal</th>
<th>Before</th>
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<tbody>
<tr>
<td>Horses</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Cows</td>
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<td>1</td>
</tr>
<tr>
<td>Pigs</td>
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</table>

Environmental Implications

West Wimmera Shire Council Community Local Law 2012,

15. Standards required for Keeping Animals
(1) Whether a permit is required or not, a person keeping animals must provide shelter for them that is reasonable and appropriate for the type of animal being kept and having regard to:
   (a) the capacity to protect neighbours from any noise or nuisance from the animals;
   and
   (b) the capacity to maintain the housing in an inoffensive and sanitary condition.
(2) All animal shelters must be maintained so that a nuisance or offensive condition is not caused to adjoining properties by:
   (a) locating shelters or housing too close to the boundary of any adjoining property so that nuisance noise or smell are experienced beyond the land on which the animals are kept;
   (b) manure and other waste on the land;
   (c) a failure to keep food and other materials in fly and vermin proof containers;
   (d) inadequate drainage of the land;
   (e) allowing grass, weeds, refuse, rubbish and other material to build up within three metres of the animal shelter; and
   (f) a failure to keep the animal shelter and the land in a clean and sanitary condition.

Penalty: 5 Penalty Units

Financial and Budgetary Implications

As with any regulatory service delivery, people have the right to object or take the matter further to VCAT or Court. Enforcing any decision that Council decides may have an impact on the Council’s financial position.

Policy and Council Plan Implications

- West Wimmera Shire Council Community Local Law 2012.
- West Wimmera Council Plan 2013-17
Strategic Objective 2: Increase community amenity—protect unique values of our rural communities. West Wimmera Shire seeks to provide an attractive community for local residents.

Communication Implications

Verbal conversations with property owner as indicated in the background information in this report.

11 (eleven) letters were sent to property owners regarding the application to keep excess animals at the applicant’s property.

Council received two (2) letter of support for the application regarding excess animal numbers.

One (1) verbal conversation supporting permit application.

Conclusion

Permit Application to keep 3 horses.
West Wimmera Shire Council’s Local Laws purpose is to have a consistent approach that protects the beautification of townships, wellbeing of residents and limits the effect that a resident has on another resident.

The keeping of excess animals is a sensitive area that may affect several people, the owner and residents of the township.

Animal owners are attached to their animals, however the more numbers of animals in a confined area, the more issues arise, e.g. potential increase in noise and smell.

Horses also have an impact on fencing, including damage to the fences.

Having considered all the issues raised by this Local Laws permit application, the Council Local Laws Officer believes that approval of the permit to keep 3 horses within the township of Goroke at 20-24 Barrack Street would be detrimental to West Wimmera Shire Council Community Local Law 2012, and may have a detrimental effect on the nearby residents in Goroke.

The keeping of 2 horses without the need for a permit is 4000 square meters.

The applicant’s property size is within 10% of this requirement therefore the approval of 2 horses is not unreasonable and is closely aligned with the West Wimmera Shire Council Community Local Law 2012.
OFFICER RECOMMENDATION

1. That Council refuse the West Wimmera Shire Council Community Local Laws 2012 permit application for 3 horses currently located at 20-24 Barrack Street, Goroke and;
2. That Council approve a permit for 2 horses at 20-24 Barrack Street, Goroke and the applicant must remove the third horse from within the Goroke Township within 14 days.

Moved: Councillor Warren Wait
Seconded: Councillor Richard Wait

1. That Council refuse the West Wimmera Shire Council Community Local Laws 2012 permit application for 3 horses currently located at 20-24 Barrack Street, Goroke and;
2. That Council approve a permit for 2 horses at 20-24 Barrack Street, Goroke and the applicant must remove the third horse from within the Goroke Township within 14 days.

Carried Unanimously

Attachments:

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<td>Petition of support from some Goroke residents, 16 June 2015</td>
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13.5 INFRINGEMENT REFORM INFORMATION

FILE NO: HR0021
REPORT AUTHOR: GILLIAN BRADSHAW, PLANNING AND ENVIRONMENT MANAGER

FOR INFORMATION

Introduction

This report is to advise Council on recent State government changes to the management of infringement fines and non-payment of infringement fines.

The Department of Justice and Regulation recently held information sessions across Victoria to inform local government, agencies and other organisations that deal with the administration of fines and infringements.

Most Infringements dealt with by the West Wimmera Shire are in relation to Planning Infringement Notices, Domestic Animal and Livestock infringements (unregistered dogs, dogs at large, livestock out on the road etc).

Background

The Department of Justice and Regulation has recently reviewed the Infringements Act 2006, to enhance the administration and enforcement of fines in Victoria, and replaced it with the Fines Reform Act 2014.

The Fines Reform Act 2014 will introduce a work and development permit scheme to balance the need for stronger and better recovery of fines, with needs of vulnerable people caught up in the infringements system.

The new scheme will provide vulnerable people and those in acute financial hardship with non-financial options to “pay-off” fine debt and address offending through community work, treatment courses and mentoring through accredited providers and health practitioners.

The new enforcement review provisions remove the existing “default to court” mechanism in the Infringements Act 2006. Under the new provisions the enforcement agency will have 28 days from notification of enforcement cancellation from the Director to commence proceedings in the Magistrates Court.
It is envisioned that this will significantly reduce the current burden on the Magistrates Court and will reduce the waiting time of other cases waiting to be heard.

The new reforms could effectively reduce the amount of time that Council officers have to spend following up on these matters as the Department can now do this.

Risk Management Implications

The new process for the handling of outstanding fines will be simplified and easier for local government and other agencies and organisations to handle, thereby reducing Council risk.

Legislative Implications

The *Fines Reform Act 2014* implementation has been delayed from an expected commencement date of July 2015 to sometime in 2016. Local government and other agencies and organisations will be advised when the new Act will commence.

Environmental Implications

Not commented on.

Financial and Budgetary Implications

No budget implications.

Policy and Council Plan Implications

Not commented on.

Communication Implications

The Department of Justice and Regulation will notify local government, relevant agencies and organisations when the new Fines Reform Act 2014 commences.

There is no community consultation required.

Conclusion

The Fines Reform Act 2014 proposes a reasonable approach to managing the non-payment of fines and infringements, especially for those people that are vulnerable or experiencing acute hardship without going through the Magistrate Court process. Unfortunately, the commencement of this new system has been deferred until sometime in 2016.
OFFICER RECOMMENDATION

That Council receive the report.

Moved: Councillor Warren Wait
Seconded: Councillor Bruce Meyer
That Council receive report "13.5 Infringement Reform Information".

Carried Unanimously

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13.6 NATIONAL STRONGER REGIONS FUND: ROUND TWO FUNDING
APPLICATION
FILE NUMBER: PR0006 / 15/001644
REPORT AUTHOR: ROBYN EVANS, GENERAL MANAGER
INFRASTRUCTURE DEVELOPMENT AND WORKS

FOR DECISION

Introduction

The Australian Government has committed funding to promote economic development in Australia’s regions. The fund is the National Stronger Regions Fund (NSRF). The funding is 50/50, i.e., Councils must contribute a minimum of 50% of the project costs.

Critical to successful funding, is the ability to define strong value for tax-payer dollars against regional economic growth.

This report seeks West Wimmera Shire Council’s (Council) support to submit two applications for funding. The scope of the nominated projects will be circulated closer to the Council Ordinary meeting.

Background

There are two rounds of funding. The first round opened on the 1st October 2014 and closes on the 28th November 2014. Council submitted an unsuccessful funding application for roads projects. Due to tight timeframes, Council decided to submit a Round One funding application for current costed roads projects, as there was no other ‘investment ready’ scoped project/s at the time.


Council has sought feedback for the unsuccessful application and has also attended Round Two information sessions conducted by the Federal Department of Infrastructure and Regional Development.

Key items of feedback are:
- Projects must have definitively demonstrated how the project contributes to economic growth (maintaining status is insufficient).
- Projects nominating existing infrastructure were not highly regarded in an extremely competitive process.
• West Wimmera’s roads project application was deemed eligible, but not ‘value for money’ against the claimed economic contribution of the project.

Round Two criteria is fairly similar to Round One with some exceptions (see attachment for summary of changes) including:

1. The Assessment Criterion “Extent to which the project contributes to economic growth in the region” now reflects the application MUST demonstrate how it meets this criteria, and
2. $25 million has been quarantined for projects seeking $1 million or less.

Projects applied for must be completed before the 31st December 2019.

The process for Council now is:

1. Determine a project or projects for nominating (maximum 2 applications)
2. Contact RDA for review of nominated project/s
3. Assess project/s against application criteria
4. Compile documentation, statistics, partners etc
5. If meet criteria, can submit application/s

NB: The documentation compilation is no small task, and Council must balance the likelihood of success of the grant allocation against the opportunity cost of effort required to submit applications to this particular fund.

Risk Management Implications

The two main risks for the application are the Council contribution and the capacity to deliver.

These risks are mitigated by the delivery of the projects, (should Council be successful) over five calendar and financial years.

Legislative Implications

Nil

Environmental Implications

Nil
Financial and Budgetary Implications

The grant application must be of at least $20,000 and up to a maximum of $10 million. The applicant must match the grant in cash on at least a dollar for dollar basis.

As the completion of the funding is 31st December 2019 (first half of the 2019/2020 financial year,) this allows council to spread their contribution over four financial years (five if 2015/2016 can be accommodated). Therefore for a $2 million project the council contribution would be $250,000 per financial year over four financial years.

Policy and Council Plan Implications

Not commented upon.

Communication Implications

Successful applicants will be required under the funding requirements to acknowledge the Federal Government support.

Conclusion

The National Stronger Regions Fund application as attached enables Council to deliver two projects that support community resilience and continuing economic development in the Shire to halt population decline and build resilience. The minimum of dollar for dollar Council contribution can be budgeted across four financial years.

Given the new quarantined funds for projects under $1 million dollars, and the difficulty small, rural shires have with demonstrating significant economic benefit, it is strongly recommended that at least one of the projects target the quarantined funds.

The proposed smaller project is:
- Improved tourism and healthy local living through stronger pedestrian links from the main street in Kaniva (including the Sheep Art tour) to the Fauna Park. The project will include upgrades to the Fauna Park (including car parking) and the neighbouring wetlands. This project meets the Social infrastructure feasibility study list – items 3 and items 16.

The larger project proposed is:
- The Edenhope Community Hub.
OFFICER RECOMMENDATION:
That West Wimmera Shire Council submits an application for Round Two funding for the following projects:

1. Kaniva Fauna Park and Wetlands – Township Link
2. Edenhope Community Hub

Moved: Councillor Richard Wait
Seconded: Councillor Warren Wait

That Council note
1. the National Stronger Regions Fund is not the appropriate funding source for small rural councils.
2. The economic multiplier "value for money" requirement is too high a hurdle.
3. The nominated projects are of merit and Council should continue to seek more appropriate funding sources to progress both.

Councillor Bruce Meyer moved an amendment
Seconded: Councillor Richard Wait

That should the projects:

1. Kaniva Fauna Park and Wetlands – Township Link; and
2. Edenhope Community Hub

be fully scoped, plans finalised and secure funding demonstrated by 31 July 2015, they may be forwarded as applications for Round Two funding under the National Stronger Regions Fund.

Carried Unanimously
Amendment became the motion

Moved: Councillor Bruce Meyer
Seconded Councillor Richard Wait
That should the projects:
1. Kaniva Fauna Park and Wetlands – Township Link; and
2. Edenhope Community Hub
be fully scoped, plans finalised and secure funding demonstrated by 31 July 2015, they may be forwarded as applications for Round Two funding under the National Stronger Regions Fund
Carried Unanimously

Attachments:

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<td>Project proposal Kaniva Fauna Park and Wetlands – Township link (addendum)</td>
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<td>NSRF Round One Successful Projects</td>
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<td>13.6.4</td>
<td>NSRF Guidelines 13 May 2015 FINAL</td>
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<td>13.6.5</td>
<td>NSRF Summary of Changes</td>
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13.7 ASSET MANAGEMENT POLICY AND STRATEGY

FILE NUMBER: PR0040
REPORT AUTHOR: DES WHITE, ASSET MANAGER

FOR DECISION

Introduction

The Asset Management Policy and the Asset Management Strategy are critical documents for local government governance. These documents have been reviewed as part of the Council policy review schedule.

Background

Council services are the basis of operations of Council. To provide many of these services Council needs the infrastructure. A critical part of the management of this infrastructure is the policy and strategy behind the management. The focus is on the planning, management and lifecycle of the infrastructure with an emphasis of the principles is the Australian Standard: Asset Management ISO 55000:2014. Using the ISO standard pre-empts national direction for asset management for local government and provides a rigorous, independent standard for asset management.

Additionally, Council participates in the Municipal Association of Victoria ‘STEP’ program and has commenced reporting against the Local Government Performance Reporting Framework in relation to asset management.

Risk Management Implications

Without good asset management Council services cannot be delivered to the acceptance of the community. The risks include:

- Service levels which do not meet the community expectations.
- An increase in renewal gap which will lead to unsustainable provision of Council infrastructure.
- Increased litigation risk from poorly maintained infrastructure.

These risks will be minimised, (not mitigated,) with a quality Asset Management Policy and Strategy.
Legislative Implications

- Local Government Act, 1989
- Local Government (Best Value Principles) Act 1999
- Occupational Health and Safety Act 2004
- Environment Protection Act 1970

Environmental Implications

Increasing costs of water, energy and the cost of embedded energy in built assets is of current concern and will only grow in importance. The policy and strategy explicitly includes interventions key points of the asset management process to mitigate:
- planning,
- maintenance,
- rehabilitation review, and,
- review of service levels

Financial and Budgetary Implications

Asset management is a critical component of the long-term financial plan of Council. The Policy and Strategy both nominate the Finance Manager as a member of the Asset Management Working Group to ensure a strong link between the assets and Council’s annual budget and long-term financial plan.

Policy and Council Plan Implications

The Council Plan has stated that there will be a review of services in order to “Increase community confidence in Council Service Levels.”

Other policy and Council plan actions must work in conjunction with Asset Management for council services that have assets attached to the service

Communication Implications

The policy and strategy if endorsed, will be made available on the Council website.

Conclusion

The Asset Management Policy and Asset Management Strategy ensure that Council services are delivered at an acceptable level.
OFFICER RECOMMENDATION


Moved: Councillor Ron Hawkins
Seconded Councillor Warren Wait

That Item "13.7 Asset Management Policy And Strategy" be held over until the next Ordinary Meeting of Council to be held on Thursday 16 July 2015.

Carried Unanimously

Attachments:

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13.8 GRAHAM LESLIE WHITE - SECTION 173 AGREEMENT

FILE NO: DA0338

REPORT AUTHOR: GILLIAN BRADSHAW, PLANNING AND ENVIRONMENT MANAGER

FOR DECISION

Introduction

This report is in relation to a Section 173 Agreement for signing and sealing by Council for Mr Graham Leslie White who removed native vegetation without a planning permit on his property located at Crown Allotment 11, Parish of Beewar, Kaniva-Edenhope Road Kaniva.

All requirements of the Planning Scheme and referral authorities have been met. The signing and sealing of the Section 173 Agreement will facilitate the security of the offset sites as required in the Planning Infringement Notice conditions.

Background

Attached is a Section 173 Agreement that is required to meet the conditions of Planning Infringement Notice No. 22 issued to Mr Graham Leslie White for the removal of native vegetation without a planning permit.

The removal of the vegetation was undertaken over a period of time up to December 2014, when it was discovered by an officer of the Department of Environment Land, Water and Planning (DELWP), and reported to Council’s Planning and Environment Manager.

An investigation was undertaken and Mr White admitted Council officers that he had removed the vegetation to provide a track for his children to use four wheel motorcycles for recreational purposes.

Mister White agreed to protect a large portion of the allotment with a Section 173 Agreement, and a Planning Infringement Notice was issued with conditions, all of which Mr White has complied with.
Risk Management Implications

The Section 173 Agreement secures the offset sites on crown allotment 11, Parish of Beewar, and ensures compliance with Planning Infringement Notice conditions and requirements, therefore negating any risk to Council.

Legislative Implications

By Council signing and sealing the Section 173 Agreement, and then forwarding to a solicitor for registration on the certificate of title all legal and legislative requirements are met.

Environmental Implications

The removal of native vegetation will have an impact on the environment and this has been considered.

The offsets provided meet the requirements of DELWP and will be secured by the registration of the Section 173 Agreement.

Financial and Budgetary Implications

There are no financial or budgetary implications to Council.

Policy and Council Plan Implications

There are no implications that are contrary to the Council plan.

Communication Implications

Council advised Mr White during several on site meetings that a Section 173 Agreement would be required as part of the Planning Infringement Notice conditions.

The Land Victoria office will notify Council in writing when the dealing has been registered on the title.

Conclusion

Council is also required to sign the Application by a responsible authority for the making of a recording of an agreement under Section 181 of the Planning & Environment Act 1987 for the agreement.
OFFICER RECOMMENDATION:

That Council sign and seal the following Section 173 Agreement and the form for the recording of an agreement under Section 181 of the Planning & Environment Act 1987:

- Graham Leslie White – Crown allotment 11, Parish of Beewar

Moved: Councillor Warren Wait
Seconded: Councillor Ron Hawkins

That Council sign and seal the following Section 173 Agreement and the form for the recording of an agreement under Section 181 of the Planning & Environment Act 1987:

- Graham Leslie White – Crown allotment 11, Parish of Beewar

Carried Unanimously

Attachments:

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14.0 CORPORATE AND COMMUNITY SERVICES

14.1 LOCAL GOVERNMENT COMMUNITY SATISFACTION SURVEY (CSS) WEST WIMMERA SHIRE COUNCIL 2014 – RESEARCH REPORT

FILE NUMBER: AD0022
REPORT AUTHOR: VENKAT PETETI, GENERAL MANAGER CORPORATE & COMMUNITY SERVICES

FOR INFORMATION

Introduction


Background

The customer satisfaction survey coordinated by the Department of Environment, Land, Water and Planning (DELWP) was undertaken to provide local government Councils in Victoria with information that forms part of the sector’s annual reporting requirements.

The survey is conducted annually, and provides the sector with valuable information in relation to the performance of Council based on survey responses. In 2015 the survey was again conducted by JWS Research, on behalf of DELWP.

JWS Research conducted the survey using Computer Assisted Telephone Interviewing on a random group of 400 residents aged 18 and over within West Wimmera Shire Council, during the period from 1 February 2015 to 30 March 2015.

The Final Research Report has now been received and is attached to this briefing report.

Key findings of the Research Report are:

- West Wimmera Shire Council’s performance in 2015 continues a steady pattern on most core measures. The slight declines are statistically significant when compared with 2014.

- The overall performance index of 62 is not significantly different to the 2014 result (65). This result is consistent with the State-wide average but sits significantly higher than the Small Rural group average.
• The most significant decline in performance relative to 2014 was a five point drop in the performance index for overall council direction (index score of 51 compared with 56 in 2014). The ‘overall council direction’ rating now sits below the State-wide average and also the Small Rural group averages.

• Council’s advocacy rating also fell by significantly by four points (index score of 58 compared with 62 in 2014). This result however is higher than both the State-wide and Small Rural group averages.

• Council’s best performing area once again is customer service. The index score of 78 has been consistent over the last three years and sits significantly above both the State-wide and Small Rural group averages (by 8 points).

• Two thirds of residents made contact with Council across the last 12 months (66% in 2015 compared with 64% in 2014).

• On the new core measure, making decisions in the interest of the community, West Wimmera Shire Council’s performance index of 58 is on par with the Small Rural average but significantly higher than the State-wide average.

• Council’s worst performing area was another of the new core measures - sealed local roads. The index score of 49 sits below both the Small Rural (52) average and also the State-wide average (55).

### 2015 SUMMARY OF CORE MEASURES

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### Risk Management Implications
Minimal, not commented on.

Legislative Implications

Participation in the CSS survey coordinated by DELWP is optional but is a far more cost effective approach than Council coordinating its own survey program. Measures of community satisfaction are a mandatory part of the annual reporting of Council performance.

Environmental Implications

Nil.

Financial and Budgetary Implications

Council made budgetary provision in 2014/2015 for an amount of $12,500 for the conduct of the CSS. Participating in this State-wide survey provides a cost effective means of obtaining data. This survey cost Council $8,864 in 2014-15 resulting a saving of $3,336

Policy and Council Plan Implications

Nil.

Communication Implications

The conduct of the survey provides local Government with an informed understanding of how the Council has performed. The information provided gives Council a sound basis to observe trends in its performance across a wide area and provides the required inputs to Council reporting processes.

Conclusion

Results indicate that overall, Council has performed well in relation to the West Wimmera Shire Index Score. The trend result is steady, and Council is achieving higher scores than other Small Rural Councils and State-wide averages.

OFFICER RECOMMENDATION:

That the Local Government Community Satisfaction Survey (CSS) West Wimmera Shire Council 2015 Research Report on West Wimmera Shire Council be received and noted.
Moved: Councillor Warren Wait
Seconded Councillor Ron Hawkins

That the Local Government Community Satisfaction Survey (CSS) West Wimmera Shire Council 2015 Research Report on West Wimmera Shire Council be received and noted.

Carried Unanimously

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14.2 2015 WEST WIMMERA SHIRE COUNCIL ELECTORAL REPRESENTATION REVIEW – VICTORIAN ELECTORAL COMMISSION FINAL REPORT

FILE NUMBER: AD0060
REPORT AUTHOR: ANGELA VEITCH, CORPORATE SUPPORT

FOR INFORMATION

Introduction

The Victorian Electoral Commission (VEC) has released a final report in relation to the 2015 West Wimmera Shire Council Electoral Representation Review.

Background

In accordance with section 219 of the Local Government Act 1989, the VEC periodically undertakes a review of electoral representation for all municipalities. Reports have been presented to Council throughout the review process, with Council providing two submissions to the VEC, one preliminary submission at the start of the review and one in response to the preliminary report.

A public hearing was scheduled at 7.00 pm on Wednesday 6 May 2015 for those wishing to speak to their submission. The VEC received no requests to speak, so the hearing was not held.

A final report compiled by VEC was released on Wednesday 27 May 2015. The recommendation in the report is that West Wimmera Shire Council continues to consist of five Councillors elected from an un-subdivided municipality.

Risk Management Implications

Not commented on

Legislative Implications

Pursuant to the Local Government Act 1989 and legislation under which the Victorian Electoral Commission operates. The review is a mandated legislative process.

Policy and Council plan Implications

Not commented on
Environmental Implications

Not commented on

Financial and Budgetary Implications

The review process will cost Council approximately $35,000. There is no budget allocated for this amount in 2014-15 budget. Although the invoice is expected in 2015-16 financial year as per the accounting principles the costs of this exercise will be reflected in the 2014/2015 financial statements.

Communication Implications

Council is required to make the Final Report 2015 West Wimmera Shire Council Electoral Representation Review available for public inspection for a period of at least 3 months, following its release.

The report is also available to be downloaded from the VEC’s website www.vec.vic.gov.au.

Conclusion

Council incurred close to $35,000 expenditure for this review on existing arrangement. This review did not alter current arrangements and provides a status quo for West Wimmera Shire Council’s structure. Although the cost did not deliver any value addition to West Wimmera Council should consider this cost as a ‘necessary cost’ to democracy.

OFFICER RECOMMENDATION

In relation to the electoral review of West Wimmera Shire Council 2015

Moved: Councillor Warren Wait
Seconded Councillor Bruce Meyer


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14.3 POLICY UPDATES – ASSET CAPITALISATION, BORROWING, CORPORATE CREDIT AND PURCHASE CARD, FRAUD CONTROL, INVESTMENTS POLICIES

FILE NUMBER: AD0203
REPORT AUTHOR: NICK TEMPLETON, MANAGER FINANCE

FOR DECISION

Introduction

This report proposes the replacement or review of the following Council financial policies:

- Asset Capitalisation Policy
- Borrowing Policy
- Corporate Credit and Purchase Cards Policy
- Fraud Control Policy
- Investment Policy

Council is required to review the policies on a regular basis, which is proposed as a minimum of every three years. If legislative or workplace practice dictates that any policy needs to be updated, this will occur as needed.

Background

The Asset Capitalisation Policy sets out the parameters for recognition of Council expenditure as a capital outlay and how this is to be treated. Council must comply with relevant accounting standards in relation to recognition of assets, in particular AASB 116 – Property Plant and Equipment.

The Borrowing Policy identifies the circumstances in which Council is willing to borrow funds and for what purpose. The policy outlines some restrictions on what Council will borrow funds for, including the not using debt to finance operational activities. The Local Government Act 1989 (Section 144 – 148) identifies the circumstances and requirements of any Council before being permitted to borrowings funds.

The Corporate Credit and Purchase Cards Policy was last updated in 2012 and has been prepared to ensure the card limits are consistent with resolutions of Council from earlier in the 2014-2015 financial year. The policy also allows for the issue of a card for the Mayor of West Wimmera Shire Council, along with other staff for operational purposes, as deemed appropriate by the CEO and Finance Manager. The use of credit and purchase cards is more prevalent than ever before and if implemented and managed carefully can...
result in operational efficiencies. Compliance with the policy will be closely monitored and any minor breaches will result in warnings followed by loss or suspension of cards. More serious breaches may involve disciplinary action or Police as deemed appropriate by the C.E.O. with unauthorised purchases to be reimbursed to Council through payroll.

The Fraud Control Policy sets out to provide an organisational framework and context for how West Wimmera Shire Council undertakes fraud control activities. It outlines the principles of fraud control and the rights and responsibilities of Council and any other relevant parties. The aim of the policy is to avoid the occurrence of fraud, but also to address controls that will minimise opportunities and establish an environment that does not tolerate fraud. The Fraud Control Policy is complimented by the Fraud Control Procedures which is an operational set of procedures for staff and management operational use.

The Investment Policy sets out the parameters for investment of funds and the approved investment types. Within the municipality there are three institutions with a physical presence, which are utilised by Council officers wherever possible. The main steps to sound investment practices involve ensuring capital investment is preserved at all times through risk minimisation, liquidity is assessed prior to investing funds and the returns on investment are maximised. Institutions are allocated a Standard and Poors rating which indicates the credit rating of the institution and can be used as a guide for assessing the risk of capital loss.

Risk Management Implications

The proposed policy updates address some inherent risks for Council and rely heavily on risk mitigation procedures to be effective. With all policies that deal with the financial matters of Council, the major risk is financial loss.

The risks addressed by the Borrowing Policy, the Corporate Credit and Purchase Cards Policy, the Fraud Control Policy and the Investment Policy relate predominately to ensuring staff and other stakeholders act in an appropriate manner. The Fraud Control Policy will, in some cases, apply to control and breach issues that are also noted in other policies, such as the Corporate Credit and Purchase Card Policy.

Council officers are able to utilise restrictions applied by institutions such as banks for the Corporate Credit and Purchase Cards Policy, and also make use of ratings and information such as Standard and Poors credit ratings for the Investment Policy.

Legislative Implications

The Local Government Act 1989 (The Act) Section 136 will apply to all finance policies with the guiding principle of sound financial management. Specific policies will need to
comply with relevant sections of The Act such as Section 143 for investments, along with Accounting Standards such as AASB 116 for the Asset Capitalisation Policy.

Any use of credit/purchase cards will be in line with the provisions of the National Credit Consumer Protection Act 2009 and the regulations there under, and also the Reserve Bank of Australia credit card regulations and the terms of the relevant issuer’s Product Disclosure Statement.

Environmental Implications

Nil

Financial and Budgetary Implications

There are potential financial and budgetary implications to Council arising from the application of the financial policies. The budget is impacted by the level of interest payable by Council on any borrowings, and also by the level of interest earned on investments. The interest revenue for the 2015-2016 budget has already been impacted by the anticipated interest rate, resulting in a reduction in expected income.

The materiality section of the Asset Capitalisation Policy has been amended to increase the level at which Council recognises assets for each class of asset. The thresholds for plant & equipment along with furniture & fittings are $1,000, with all other categories being $5,000. These thresholds were previously $500 for all categories.

Use of the Corporate Credit and Purchase Cards Policy may result in operational efficiencies but is not likely to alter the expenditure as use of cards is only a mechanism for creditor payment and requires the same authorisation as a purchase through the corporate system. Timing of payments is a consideration, but given minimal amount of credit card expenditure it does not have any impact.

Policy and Council Plan Implications

The updated policies have a distinct connection with other Council policies and in some cases should be utilised in conjunction with the other policies. The Asset Capitalisation Policy is closely linked with the Asset Management Strategy and associated policy. The Corporate Credit and Purchase Card Policy are reliant on adherence to other Council policies and in particular the Procurement Policy.

The implications for the Council Plan will be indirect, but policies such and the Fraud Control Policy and the associated procedures are imperative to the governance of Council.
Communication Implications

There are some communication implications arising in particular from the draft Corporate Credit and Purchase Cards Policy as well as the Fraud Control Policy.

Firstly there are internal staff communication issues. All relevant staff must be fully informed as to the contents of the policies and the effect this will have on them along with their responsibilities. It is critical that staff and contractors are made aware by management of the expectations and procedures for any suspected fraudulent activity. It is also important that the culture of the organisation is such that staff is collectively committed to acting honestly and with integrity and in the best interests of Council.

The communication required for the Corporate Credit and Purchase Cards Policy is more specific to cardholders to ensure cards are not misused due to ignorance of the policy requirements. The requirements for record keeping and consequences of policy breaches also need to be clearly articulated to cardholders. It is the responsibility of the Finance Manager to ensure that all affected parties are briefed upon the policy.

Conclusion

The update to the draft policies being the Corporate Credit and Purchase Cards Policy, the Borrowing Policy, the Fraud Control Policy, the Asset Capitalisation Policy and the Investment Policy allows for Council to improve its policy framework in a number of ways, specifically:

1. Update relevant sections to ensure consistency with legislative requirements;
2. Amend policy provisions to allow for improved operational processes in order to increase efficiencies;
3. Provide staff with clear guidance on expectations of standards of ethical and honest behaviour; and
4. Provide guidance for relevant staff responsible for accounting treatment of expenditures along with financial responsibilities of investment of Council funds and arranging for borrowings when appropriate.
OFFICER RECOMMENDATION

That Council adopt the draft Corporate Credit and Purchase Cards Policy, the draft Borrowing Policy, the draft Fraud Control Policy, the draft Asset Capitalisation Policy and the draft Investment Policy.

Moved: Councillor Warren Wait
Seconded Councillor Ron Hawkins

That Council adopt the draft Corporate Credit and Purchase Cards Policy, the draft Borrowing Policy, the draft Fraud Control Policy, the draft Asset Capitalisation Policy and the draft Investment Policy.

Carried Unanimously

Attachments:

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<td>14.3.5</td>
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14.4 POLICY UPDATES – COMMUNITY ENGAGEMENT POLICY, RISK MANAGEMENT POLICY, BUSINESS CONTINUITY POLICY

FILE NUMBER: AD0203

REPORT AUTHOR: VENKAT PETETI, GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES

FOR DECISION

Introduction

This report proposes the replacement or review of the following Council policies:
- Community Engagement Policy
- Risk Management Policy
- Business Continuity Policy
- Guarantor Policy

Council is required to review the policies on a regular basis, which is proposed as a minimum of every four years. If legislative or workplace practice dictates that any policy needs to be updated, this will occur as needed.

Background

Community Engagement Policy sets out Council approach to engage with Community. Council adopts guidelines from International Association of Public Participation (IPA2) guidelines to prepare its community engagement framework. This policy spells out Council approach to engage with the community at various levels like Inform, Consult, Involve, Collaborate, and Empower.


Council Business Continuity Policy provides a framework for Council be prepared for any emergencies impacting Council Business directly. The Business Continuity Policy as has a plan that identifies various risks and suggests actions to mitigate various risks.

Council Guarantor Policy provides framework for Council to be a Guarantor for a community organisation.
Risk Management Implications

By updating these four policies, Council is mitigating various risks.

The community engagement policy sets right expectations with community on Council engagement and hence mitigates reputational risks.

Risk Management Policy provides framework for Council and Council officers to identify and mitigate various risks and

Business Continuity Policy supports Council’s preparedness to emergencies and ensures continuity of key Council operations.

Well worded / structured and relevant Council policies provide a clear basis on which the Council and the administrative arm of Council can interpret and action day to day business of Council. These policy processes minimise the risks around varying interpretations and expectations and assist in the consistent and equitable treatment of Council business and decision making.

Legislative Implications

It is a good practice for Council to review its policies from time to time. The Local Government Performance reporting regime also suggests Councils to review its policies from time to time. Outdated Council Policies will be seen as lack of strong governance from Council.

Environmental Implications

Not commented on.

Financial and Budgetary Implications

Not commented on.

Policy and Council Plan Implications

This matter is to do with Council policy.

Communication Implications

Policies to be effective need to be capable of being communicated and interpreted in a clear manner. Council and staff alike need to be aware and capable of making decisions and implementing Council resolutions based on sound policies.
Conclusion

Nil

OFFICER RECOMMENDATION

In relation to the below listed new Council policies;

- Community Engagement Policy (new)
- Risk Management policy (new)
- Business Continuity (new)
- Guarantor Policy (new)

and as part of a review process on all Council policies,

That Council adopt the attached new and revised policies as follows;

- Community Engagement Policy
- Risk Management Policy
- Business Continuity Policy
- Guarantor Policy
Moved: Councillor Bruce Meyer
Seconded Councillor Warren Wait

In relation to the below listed new Council policies;

- Community Engagement Policy (new)
- Risk Management policy (new)
- Business Continuity (new)
- Guarantor Policy (new);

and as part of a review process on all Council policies,

That Council adopt the attached new and revised policies as follows;

- Community Engagement Policy
- Risk Management Policy
- Business Continuity Policy
- Guarantor Policy

Carried Unanimously

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14.5 WEST WIMMERA SHIRE COUNCIL RATING STRATEGY

FILE NUMBER: FM0002

REPORT AUTHOR: NICK TEMPLETON, MANAGER FINANCE

FOR DECISION

Introduction

The Council Plan 2013/2017 details the Council actions and objectives of the Council over the period of the plan. In line with the Council Plan, the Draft Rating Strategy was developed to provide a fair and equitable policy for all ratepayers.

The Rating Strategy details the rating structure and outlines the charges included for consideration, along with the legislative framework applicable as imposed by the Local Government Act 1989.

Background

Council developed a Draft Rating Strategy exploring various options regarding differential rates for residential and farms. Council in previous years determined that a simple formula of a general rate has worked well in the past for Council. A rating strategy is the method used by Council to consider factors that impact on decisions about the rating system. The rating system determines how Council will raise money from properties and the proportion contributed by each property, but does not dictate the total amount to be raised.

It is noted that some of our neighbouring Councils have a farm and general rate at rates above our general rate. Council has traditionally established a rate that is seen as providing a sustainable income to Council without being an impost on the rate payer.

In setting the Municipal and Waste charges a cost recovery component was seen as the most beneficial to Council and the most sustainable for our Ratepayers. Only those ratepayers utilising waste collection are liable for the waste collection charge.

The State Government are in the process of implementing a rate capping framework that has been advised will be effective from 1 July 2016. The exact mechanics of how rate capping will work have not been finalised, but Council needs to incorporate this into future plans with reasonable certainty that it will be implemented in some form.
Risk Management Implications

The Rating Strategy provide guidance on how Council’s rating system will impose rates within stipulated thresholds and legislation.

Legislative Implications

Extract from Local Government Act 1989:

160. Uniform rate
If a Council declares that general rates will be raised by the application of a uniform rate—
(a) the Council must specify a percentage as the uniform rate; and
(b) the general rate for any rateable land is to be determined by multiplying the value of the land
(as determined under the valuation system used by the Council) by that percentage.

From July 2013, the Victorian Government introduced a property based fire levy which is
collected with a levy imposed through the rates notice.

Environmental Implications

Nil

Financial and Budgetary Implications

The rates raised by Council make up a significant portion (approximately 35%) of
Council revenue each year. The rating strategy will assist Council determine its budget
each year.

Policy and Council Plan Implications

From a policy perspective, agreement on a rating strategy gives a basis and framework on
what is a substantial income stream to Council.

The strategy should not be 'locked in' and should be reviewed annually to ensure it is
meeting the changing needs of the Council and the community.

Communication Implications

Nil.

Conclusion

Nil.
OFFICER RECOMMENDATION

The West Wimmera Shire Council Draft Rating Strategy, as appended, is adopted.

Moved: Councillor Richard Wait
Seconded Councillor Warren Wait

The West Wimmera Shire Council Draft Rating Strategy, as appended, is adopted.

Carried Unanimously

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14.6 MANAGEMENT FINANCIAL REPORT APRIL 2015 YEAR TO DATE

FILE NUMBER: FM0004

REPORT AUTHOR: NICK TEMPLETON, FINANCE MANAGER

FOR INFORMATION

Introduction

Council constantly monitors its financial position and performance against budget as an ongoing matter of course. This aligns with Council’s desire and requirement under Section 136 (1) of the Local Government Act 1989 (the Act) to provide for sound financial management.

To this end Council produces a Management Financial Report, which summarises Council’s financial performance for the year to date and highlights variances to initial budget.

The financial information provided includes an Operating Report and a Capital Works Report for the 2014-2015 year to date to 30th April 2015. The reports are set out by activity to provide an indication of the net operations for that activity compared to the original budget. Also included are two analysis sections that compare net operations and capital for the activity compared to both the full year budget and the proportional budget to 30th April 2015. Included in these two sections is a variance column which shows the difference between the actual and the budget figure, along with a percentage which shows the proportion of net operations and capital to budget.

These reports can be read in conjunction with the budget document and workpapers provided when preparing the budget which provide further information along with statements such as the Comprehensive Income Statement, Balance Sheet, Statement of Cash Flows and Statement of Capital works which provide the forecasted result for 2014-2015. Financial reports in future years will provide further information on the cash position and explanatory notes for variances and other significant issues.

This agenda report will not detail any of the budget variances or financial trends directly; rather a copy of the April Year to Date Management Financial Report is attached for Councillors information.

Background

The April Financial Report report gives Council the opportunity to identify any emerging trends in Council’s financial performance and to implement any controls or processes it may deem to be necessary to correct any issues that arise. It is good practice for Council
to review the financial performance and position on a regular basis, and reports will be provided regularly in future to allow for this.

**Risk Management Implications**

The risk to Council is largely around not reporting or identifying trends and variances which may have the potential to have a detrimental effect upon Council’s financial performance and/or financial position.

The provision of the Management Financial Report seeks to mitigate this risk by highlighting variances and trends in Council’s finances.

**Legislative Implications**

As mentioned above, Council must comply with S.136 of the Local Government Act (the Act) in terms of implementing ‘sound financial management’.

Further to this S.138(1) of the Act states:

> ‘At least every 3 months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.’

The provision of the Management Financial Report allows for compliance with the relevant requirements of the Act.

**Environmental Implications**

Nil

**Financial and Budgetary Implications**

The Management Financial Report allows Council to highlight financial trends and budget variances and to allow for budget revisions and financial strategy revisions as required.

**Policy and Council Plan Implications**

Regular reports on financial performance and position are one of the fundamental means by which progress towards the effective implementation of the Council Plan can be monitored.
Council’s annual budget is developed with consideration to achieving the requirements of the Council Plan, and therefore any reporting on the variances to that budget are an important measure of the implementation of the Council Plan.

Regular financial reporting can also highlight any issues that may impede the cohesive implementation of the Council Plan (ie: types and levels of service, etc), which can allow Council to alter strategy as required to ensure that Council’s performance and service delivery remains in line with the Council Plan.

Communication Implications

It is important that budget variances and financial performance information is provided to Councillors and senior management, as well as unit managers and other officers.

Councillors and senior management require the information to be able to effectively plan, monitor and set the strategic direction of Council.

Unit managers and any other officers with delegated authority will require the information to be able to effectively plan, monitor and manage the day to day detailed works required to fulfil Council’s service delivery aims and requirements.

Conclusion

The Management Financial Report as attached contains the financial data and commentary required for Council to understand Council’s financial performance and position, and to continue to monitor and plan the strategic direction of Council’s finances

OFFICER RECOMMENDATION


Moved: Councillor Richard Wait
Seconded Councillor Ron Hawkins


Carried Unanimously
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15.0 LATE ITEMS OF BUSINESS

Moved: Councillor Ron Hawkins
Seconded Councillor Richard Wait
That Council receive one late item of business being:

15.1 Late Report – Ullswater Hall – Transfer to Ullswater Community War Memorial Hall Committee Inc.

Carried Unanimously

15.1 LATE REPORT – ULLSWATER HALL – TRANSFER TO ULLSWATER COMMUNITY WAR MEMORIAL HALL COMMITTEE INC

FILE NUMBER: CM0392
REPORT AUTHOR: MARK CROUCH, CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

To approve the signing and sealing of the Transfer of Land for the Ullswater Hall, from West Wimmera Shire Council to the Ullswater Community War Memorial Hall Committee Inc.

Background

Following the Strategic Review of Halls undertaken by Council during 2014, Council passed the following resolution at the 18 December 2014 Ordinary Council Meeting:

12.5 That Council:

1. Determine to transfer the Ullswater Hall, title particulars Volume 8078, Folio 317 being Lot 1 on TP 220362Y Parish of Awonga to the Ullswater Community War Memorial Hall Committee Incorporated for a consideration amount of $1.

2. Be responsible for all legal and other transfer costs associated with the transfer.

3. Provide the incorporated entity a one off establishment grant of $2000.
A letter was sent to Stewart & Lipshut Lawyers on 16 January 2015, providing a copy of the 18/12/2014 Council resolution and requesting that the property transfer documents be prepared.

On 17 June 2015, the Transfer of Land document was received by Council.

**Legislative Implications**

Extract Local Government Act 1989;

**189. Restriction on power to sell land**

(1) Except where section 181 or 191 applies, if a Council sells or exchanges any land it must comply with this section.

(2) Before selling or exchanging the land the Council must—

(a) ensure that public notice of intention to do so is given at least 4 weeks prior to selling or exchanging the land; and

(b) 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.

(3) A person has a right to make a submission under section 223 on the proposed sale or exchange.

(4) Sub-section (3) does not apply to the sale of land that formed part of a road that has been discontinued and which the Council has resolved to sell as the result of a Council exercising its powers under clause 3 of Schedule 10.

Notice of intention to sell land at Ullswater (hall) was advertised pursuant to the Local Government Act 1989 with the closing date for the making of any submissions no later than 5 December 2014.

**Environmental Implications**

Not commented on.

**Financial and Budgetary Implications**

The sale or transfer of the land being the Ullswater Hall has limited financial implications.

Once the property is transferred to the incorporated committee, with the property being valued at $14000, the rating implications are estimated to be as follows;
2014/2015 Rates & Charges for Ullswater Hall based on CIV of $14,000.00

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<td><strong>TOTAL</strong></td>
<td><strong>$270.69</strong></td>
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Council also resolved at its 18 December 2014 Ordinary Meeting to:
- Be responsible for all legal and other costs associated with the transfer, $TBC
- Provide the incorporated entity a one off establishment grant of $2000

**Policy and Council Plan Implications**

Council Plan Action 2.1 – undertake a strategic review of public halls and associated strategy implementation.

**Communication Implications**

There has been a positive and ongoing communication process with the Ullswater Hall community. Council has met with the community on a number of occasions and every effort has been made to establish a positive outcome for both the community and the Council.

**Conclusion**

Following the strategic review of halls, subsequent communications and dialogue with the Ullswater community, a positive outcome has been achieved.

**OFFICER RECOMMENDATION:**

That the Transfer of Land being the Ullswater Hall, title particulars Volume 8078, Folio 317 being Lot 1 on TP 220362Y Parish of Awonga, to the Ullswater Community War Memorial Hall Committee Incorporated for a consideration amount of $1 be signed and sealed by Council.
Moved: Councillor Bruce Meyer
Seconded Councillor Warren Wait

That Council receive one late item of business being:

That the Transfer of Land being the Ullswater Hall, title particulars Volume 8078, Folio 317 being Lot 1 on TP 220362Y Parish of Awonga, to the Ullswater Community War Memorial Hall Committee Incorporated for a consideration amount of $1 be signed and sealed by Council.

Carried Unanimously

Attachments: Nil
16.0 SEALING SCHEDULE - NIL

17.0 QUESTIONS FROM THE GALLERY

17.1 FRANCO VANZINI – UPDATE ON REQUEST FOR 40KM SIGN NEAR EDENHOPE KINDERGARTEN

GMIDW: Contacted the kinder, and has been advised there is no cross road activity with children whilst at kindergarten.

Council has a longer term position looking at enhancing the industrial estate and having all industrial activity within the estates in both Edenhope and Kaniva.

Noted.

17.2 FRANCO VANZINI – WIMMERA DEVELOPMENT ASSOCIATION MEMBERSHIP

Mr. Vanzini questioned the value of Council membership in the Wimmera Development Association and which projects have benefited from the membership.

Noted.

17.3 FRANCO VANZINI - COUNCIL USE OF COUNCILLOR FORUMS

Mr. Vanzini observed that many items seem to be discussed in Councillors Forum and as a rate payer would like to see more items discussed in front of the gallery. The public can then see individual councillor positions on items of business.

CEO: Council decisions cannot be made in Forum. At the same time, Councillors Forums provide an informal opportunity for councillors to be briefed by Council officers, Councillors seek information / tease out issues, and for groups and persons to make presentations.

Noted.
17.4 TONI DOMASCHENZ – QUESTIONS FROM THE GALLERY
Ms. Domaschenz expressed disappointment that the Questions from the Gallery come after decisions are made within the Council meeting. It would be good if the gallery had an opportunity for lobbying/discussion at the beginning of the meeting.

GMCCS: Council is always open for meetings with groups or individuals to discuss agenda items prior to the Council meetings.

Noted.

17.5 TONI DOMASCHENZ – UPDATE ON REQUEST FOR 40KM SIGN NEAR EDENHOPE KINDERGARTEN
Has witnessed parents parking on the street, rather than in the car park. Children have been left unattended by buses if a kinder staff member is not there to meet them.

Noted.

17.6 TONI DOMASCHENZ – EDENHOPE HALL DEVELOPMENT
Ms. Domaschenz hopes there is not a fast tracked application for the Edenhope Hall for the NSRF, as the current concept plan may not have community support.

CEO: There is an understanding that the time frame is too short for the project to be realistically submitted as a strong application under this round 2 of funding under NSRF. CEO shares the concerns raised and acknowledges there is a considerable level of work now required based on the Council determination at tonight’s meeting. Design work to date is at concept stage only, and considerable work will be required as part of the next phase.

Noted.

17.7 ROB PETTMAN – EDENHOPE HALL DEVELOPMENT
Mr. Pettman questioned if Council has spent more than $100K+ and is no closer to knowing what the building will be.

Mayor Jones – Part of that money was spent on a study of all halls across the entire shire. Further, that there has been a number of facets of the work to date.

Noted.
18.0 CONFIDENTIAL (PURSUANT TO SECTION 89 LGA 89)

RECOMMENDATION
That Council pursuant to section 89(2) (d) Contractual Matters and (f) Legal advice of the Local Government Act 1989 close the meeting to members of the public at ....... pm to resolve on matters pertaining to the following items:

18.1 RAISING AND CRUSHING OF ROADMAKING MATERIAL

Moved: Councillor Ron Hawkins
Seconded Councillor Richard Wait

Council pursuant to section 89(2) (d) Contractual Matters and (f) Legal advice of the Local Government Act 1989 close the meeting to members of the public at 10.03 pm to resolve on matters pertaining to the following items:

18.1 RAISING AND CRUSHING OF ROADMAKING MATERIAL

Carried Unanimously

Councillor Meyer left the room at 10.02pm.
Councillor Meyer returned 10.05 pm

RECOMMENDATION
That the resolutions pertaining to Confidential / In-Camera items be adopted and made public and that the reports for those items remain In-camera and that Council open the meeting to the public at ..... pm.

Moved: Councillor Ron Hawkins
Seconded Councillor Richard Wait

That the resolutions pertaining to Confidential / In-Camera items be adopted and made public and that the reports for those items remain In-camera and that Council open the meeting to the public at 10.05 pm.

Carried Unanimously
18.1 RAISING AND CRUSHING OF ROADMAKING MATERIAL

1. That Council accepts the tender submitted by Mibus Bros for Contract CMO419 Raising and Crushing of Roadmaking Material in accordance with the specifications of Contract CM0419 at the tendered rates.

2. That the Contract Agreement Documents for Contract CMO419 Raising and Crushing of Roadmaking Material” be signed and sealed by Council following their preparation.

MEETING CONCLUDED: 10.06PM

NEXT MEETING: 16 JULY 2015
GOROKE MEMORIAL HALL