



ORDINARY COUNCIL MEETING MINUTES – 15 MARCH 2017 WEST WIMMERA SHIRE COUNCIL

ORDINARY COUNCIL MEETING MINUTES

***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: **Wednesday 15 March 2017**

LOCATION: **Kaniva Council Chamber**

COMMENCEMENT: **7.00pm**

IN ATTENDANCE:	
Councillors	Senior Management Group
Bruce Meyer, Mayor Trevor Domaschenz	David Leahy Chief Executive Officer
Richard Hicks Tom Houlihan	Venkat Peteti General Manager Corporate & Community Services
Jodie Pretlove	Robyn Evans General Manager Infrastructure Development & Works

***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

2.0 OPENING PRAYER

The CEO read the opening prayer.

3.0 APOLOGIES, LEAVE OF ABSENCE, DECLARATION OF CONFLICT OF INTEREST

3.1 APOLOGIES

Nil

3.2 LEAVE OF ABSENCE

Nil

3.3 DECLARATION OF CONFLICT OF INTEREST

All councillors have a personal responsibility to ensure they are aware of the provisions mandated in the Local Government Act 1989 with regard Conflict of Interest disclosures. The Conflict of Interest – A Guide for Councillors (October 2012) has been made available to all Councillors in hard copy form and is available via Docs On Tap.

Item 17.4 Lease of Kaniva Aerodrome – Cr Meyer declared a direct conflict of interest.

Item 13.3 Edenhope College request for reimbursement of building permit fee – CEO declared a direct conflict of interest as member of the School Advisory Council of Edenhope College.

4.0 QUESTIONS FROM THE GALLERY (maximum of 30 minutes)

4.1 WRITTEN QUESTIONS ON NOTICE

Nil

4.2 VERBAL QUESTIONS WITHOUT NOTICE

Time permitting, this section of the Agenda allows members of gallery to ask verbal questions of Councillors, through the Mayor. At all other times during the meeting, members of the gallery are required to be silent, pursuant to West Wimmera Shire Council Local Law No.7, 2012.

Nil



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

5.1 COUNCILLOR BRUCE MEYER (MAYOR)

17/02/2017	MAV Strategic Planning Meeting, Warracknabeal
18/02/2017	Lake Charlegrark Country Music Marathon
20/02/2017	Western Bulldogs Football Club Event in Horsham
20/02/2017	Goroke Memorial Hall Reserve Committee Public Meeting
21/02/2017	CEO David Leahy
24/02/2017	North West Municipalities Association Meeting, Warracknabeal
27/02/2017	Tour T Adelaide Car Rally – Hill Sprint Time Trial, Harrow
27/02/2017	West Wimmera Project Steering Committee – Pipeline Feasibility Study
01/03/2017	Councillor Forum, Edenhope
02/03/2017	CEO David Leahy
02/03/2017	David Wolf, Chief Municipal Inspector, Local Government Inspectorate
03/03/2017	Kaniva College 2017 Badge Presentation Ceremony
08/03/2017	Councillor Workshop, Edenhope
09/03/2017	CEO David Leahy
10/03/2017	Wimmera Regional Library Corporation, Special Board Meeting
11/03/2017	Edenhope Racing Cup 2017
15/03/2017	Bus tour of various sites in Kaniva region with Senior Management Group
15/03/2017	Council Meeting, Kaniva

5.2 COUNCILLOR TREVOR DOMASCHENZ

17/02/2017	MAV Workshop – Public Speaking, Hamilton
18/02/2017	Lake Charlegrark Country Music Marathon
21/02/2017	Wimmera Mallee Tourism Meeting, Birchip
01/03/2017	Councillor Forum, Edenhope
01/03/2017	Harrow & District Recreation Reserve Public Meeting
02/03/2017	David Wolf, Chief Municipal Inspector, Local Government Inspectorate
07/03/2017	Wimmera Mallee Sustainability Alliance Meeting
08/03/2017	Councillor Workshop, Edenhope
14/03/2017	Wimmera Development Association Board Meeting, Nhill
15/03/2017	Bus tour of various sites in Kaniva region with Senior Management Group
15/03/2017	Council Meeting, Kaniva

5.3 COUNCILLOR RICHARD HICKS

17/02/2017	MAV Workshop – Understanding Council Finances, Melbourne
18/02/2017	Lake Charlegrark Country Music Marathon
24/02/2017	Western Highway Action Committee Meeting, Melton
01/03/2017	Councillor Forum, Edenhope
02/03/2017	David Wolf, Chief Municipal Inspector, Local Government Inspectorate



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08/03/2017 Councillor Workshop, Edenhope
15/03/2017 Bus tour of various sites in Kaniva region with Senior Management Group
15/03/2017 Council Meeting, Kaniva

5.4 COUNCILLOR TOM HOULIHAN

16/02/2017 *On leave – 16 February 2017 to 26 February 2017*
27/02/2017 Apsley Public Hall Committee Meeting
01/03/2017 Councillor Forum, Edenhope
01/03/2017 Harrow & District Recreation Reserve Public Meeting
02/03/2017 David Wolf, Chief Municipal Inspector, Local Government Inspectorate
06/03/2017 West Wimmera Municipal Fire Management Planning Meeting
08/03/2017 Councillor Workshop, Edenhope
08/03/2017 Harrow Discovery Centre Committee Meeting
15/03/2017 Bus tour of various sites in Kaniva region with Senior Management Group
15/03/2017 Council Meeting, Kaniva

5.5 COUNCILLOR JODIE PRETLOVE

17/02/2017 MAV Workshop – Public Speaking, Hamilton
18/02/2017 Lake Charlegrark Country Music Marathon
19/02/2017 Lake Charlegrark Country Music Marathon
23/02/2017 Wimmera Primary Care Partnership Meeting, Horsham
27/02/2017 Apsley Public Hall Committee Meeting
02/03/2017 David Wolf, Chief Municipal Inspector, Local Government Inspectorate
08/03/2017 Councillor Workshop, Edenhope
11/03/2017 Edenhope Racing Cup 2017
15/03/2017 Bus tour of various sites in Kaniva region with Senior Management Group
15/03/2017 Council Meeting, Kaniva

5.6 DAVID LEAHY (CHIEF EXECUTIVE OFFICER)

16/02/2017 Edenhope Community Hub Meeting
17/02/2017 MAV Strategic Planning Meeting, Warracknabeal
20/02/2017 Senior Management Group
21/02/2017 Post-Council Staff Meeting
21/02/2017 Rusty Ansell, Kaniva
21/02/2017 Mayor Bruce Meyer
22/02/2017 LGPro Annual Conference, Melbourne
23/02/2017 LGPro Annual Conference, Melbourne
23/02/2017 Rail Freight Alliance Meeting, Melbourne
24/02/2017 Richard Baum, Ballarat
27/02/2017 Senior Management Group
27/02/2017 West Wimmera Project Steering Committee – Pipeline Feasibility Study
01/03/2017 Councillor Forum, Edenhope
01/03/2017 2018 Aboriginal Cricket Commemoration Event Planning Meeting
02/03/2017 Mayor Bruce Meyer



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02/03/2017	David Wolf, Chief Municipal Inspector, Local Government Inspectorate
06/03/2017	Senior Management Group
08/03/2017	Councillor Workshop, Edenhope
09/03/2017	Mayor Bruce Meyer
10/03/2017	Wimmera Southern Mallee Community Transport Forum, Horsham
11/03/2017	Edenhope Racing Cup 2017
14/03/2017	Senior Management Group
14/03/2017	Wimmera Development Association Board Meeting, Nhill
15/03/2017	Bus tour of various sites in Kaniva region with Senior Management Group
15/03/2017	Council Meeting, Kaniva

5.7 GENERAL DELEGATES REPORTS

Councillors to provide delegates reports to Council meeting in relation to meetings attended in last month for which they have been appointed as Council representative. Verbal or written delegates' reports.

6.0 CONDOLENCES

Nil

7.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Wednesday 15 February 2017, be taken as an accurate record and confirmed.

Moved: Cr Richard Hicks

Seconded: Cr Trevor Domaschenz

That the Minutes of the Ordinary Meeting of Council held on Wednesday 15 February 2017, be taken as an accurate record and confirmed.

Carried (5/0)

8.0 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

9.0 NOTICES OF MOTION

Nil



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10.0 ASSEMBLY OF COUNCILLORS RECORD

RECOMMENDATION:

That the Assembly of Councillors Record for the Councillor Forum held Wednesday 1 March 2017 be received and noted.

Moved: Cr Richard Hicks

Seconded: Cr Trevor Domaschenz

That the Assembly of Councillors Record for the Councillor Forum held Wednesday 1 March 2017 be received and noted.

Carried (5/0)

11.0 DEPUTATIONS AND PETITIONS

Nil



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12.0 CHIEF EXECUTIVE OFFICER AND GOVERNANCE

12.1 MAYOR AND COUNCILLOR ALLOWANCES

FILE NUMBER: FM0060

REPORT AUTHOR: DAVID LEAHY, CHIEF EXECUTIVE OFFICER

FOR DECISION

Introduction

Councillor and Mayoral allowances are required to be reviewed annually and any necessary adjustments made accordingly.

The following report provides information on the current allowances, the increase in thresholds and superannuation.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

Councils across Victoria are categorised into three groups by the Victorian Government and allowance ranges are determined for each category.

West Wimmera Shire is one of 22 Category One Councils. Within this category, a minimum and maximum is set for Councillors and a maximum threshold set for Mayors.

The thresholds in 2016 were as follows:

- Councillors: \$8121 to \$19,350
- Mayor: Up to \$57,812

Under section 73B of the *Local Government Act 1989*, the Minister for Local Government makes a determination of an annual adjustment factor and accordingly the current allowances paid to Councillors and the Mayor were adjusted by 2.5% on 1 December 2016.

The current ranges since the adjustment are;

- Councillors \$8,324 to \$19,834
- Mayor: Up to \$59,257



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The current allowances paid to Councillors and the Mayor are below the upper limits of the thresholds. Currently Councillors are paid \$1,211.56 pa below the upper threshold limit. The Mayor is paid \$15,798.52 pa below the threshold limit. Both the Mayor and Councillors are provided with a 9.5% superannuation contribution into an approved fund in addition to their allowance.

Allowances are set at individual Councils by an order in Council, which means that Councillors are required to make a decision at an Ordinary Meeting of Council to determine the allowances for the next twelve months.

Risk Management Implications

Nil

Legislative Implications

Section 73B of the Local Government Act 1989 enables the Minister to determine the adjustment factor annually.

Section 74(1) requires Councils to review and determine the level of Councillor and Mayoral allowances.

Environmental Implications

Nil

Financial and Budgetary Implications

Allowances are covered within the current Elected Members budget.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

Councillor Expense Entitlement & Support Policy
Councillor Code of Conduct Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 4: Increase community confidence in Council Service Levels
- Strategic Objective 6: Strengthen the culture and governance of the organisation



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Communication Implications

The decision to determine the allowance levels paid to Councillors and the Mayor are made in an open Ordinary Council Meeting and is open to the public.

Conclusion

The determination of the level of allowance paid to Councillors and the Mayor must be made within six months of the general election. This means that a decision must be made at the March Meeting of Council.

This report has been provided for decision.

OFFICER RECOMMENDATION:

That Council having considered the information provided, determine that the allowance levels to be provided to the Mayor and Councillors be set for the following 12 months as follows:

- 1. Councillors will be provided an allowance of \$18,623 plus 9.5% superannuation.**
- 2. The Mayor will be provided with an allowance of \$43,459 plus 9.5% superannuation.**

Moved: Cr Richard Hicks

Seconded: Cr Jodie Pretlove

That Council having considered the information provided, determine that the allowance levels to be provided to the Mayor and Councillors be set for the following 12 months as follows:

- 1. Councillors will be provided an allowance of \$18,623 plus 9.5% superannuation.**
- 2. The Mayor will be provided with an allowance of \$43,459 plus 9.5% superannuation.**

Carried (5/0)

Attachments: Nil



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12.2 COMMUNITY STRENGTHENING GRANTS PROGRAM 2016-17 ROUND 2

FILE NUMBER: PR0105

**REPORT AUTHOR: HEIDI GAJIC, TOURISM & COMMUNICATIONS
OFFICER**

FOR DECISION

Introduction

Round two of the West Wimmera Shire Council Community Strengthening Grants Program 2016-17 closed Friday 24 February 2017. Nineteen applications were received; sixteen were deemed eligible in accordance with the Community Strengthening Grant Policy and Guidelines.

Declaration of Interests

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

Background

The Community Strengthening Grants program is designed to promote and increase participation of local residents in community initiatives, to build and strengthen local networks and partnerships and to support community leadership, learning and skill development.

Through the program, council will provide financial assistance to community groups and organisations to support the provision of programs, activities and services which respond to identified community needs, contribute to the building of a stronger community, develop innovative approaches and local social issues and are in accordance with council's strategic objectives.

Risk Management Implications

Community Strengthening Grants present minimal risk to council. The policy requires a successful applicant to manage the grant funding themselves. Each application has been assessed against the policy guidelines, ensuring a transparent and equitable process has been followed.



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Legislative Implications

Nil implications.

Environmental Implications

Nil implications.

Financial and Budgetary Implications

A total of \$43,000 is allocated in the 2016-17 budget, for two rounds of Community Strengthening Grants. This funding has been divided between the three categories as follows:

- Community Events \$3,000.00.
- Community Projects \$10,000.00.
- Facilities Upgrades and Equipment \$30,000.00.

Available funds for 2016-17 Round 2 is \$19,895.00:

- Community Events \$1,015.00.
- Community Projects \$10,000.00.
- Facilities Upgrades and Equipment \$8,780.00.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:
Community Grants Policy
Events Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 2: Increased community amenity – protect unique values of our rural communities

Communication Implications

The Community Strengthening Grants program was promoted extensively through advertisement in the West Wimmera Wire, council website, local newspapers, community newsletters and social media.

Community Information Sessions were held in Apsley, Edenhope, Goroke and Harrow (Kaniva cancelled due to lack of attendance) to give community groups direct information on how to apply for a grant. The information sessions provided the community an important platform to workshop ideas and receive feedback, prior to submitting an application. The information sessions were attended by 30 community representatives, with a further 9



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community representatives who were unable to attend the information sessions having a private consultation.

All applicants receive written acknowledgment of receipt of their application, followed up by written notification of the funding decision following the council meeting. Successful applicants will be provided with constructive feedback as appropriate. Unsuccessful applicants are able to request feedback should they wish.

Further media will take place following the confirmation of successful applications, as well as media associated with individual applications.

Conclusion

Round two of the Community Strengthening Grants Program 2016-17 is well-subscribed with strong applications and projects submitted for consideration. A record number of community organisations attended information sessions or requested assistance indicating an increase in interest for the program. This was confirmed by the number of applications and the total amount of grant funding sought.

OFFICER RECOMMENDATION:

That Council allocate the following funding to applications under Round 2 of the 2016-2017 West Wimmera Shire Council Community Strengthening Grants:

- **Edenhope Apsley Football Netball Club | \$4,000.00**
- **Edenhope Golf Club | \$2,000.00**
- **Kaniva Community Tennis Centre Inc. | \$1,500**
- **Kaniva & District Landcare | \$2,500.00**
- **Kaniva Bowling Club | \$1,000.00**
- **Apsley Pony Club | \$2,000.00**
- **Dergholm Soldiers Memorial Hall | \$5,800.00**
- **Serviceton Recreation & Sports Association | \$1,095.00**

Moved: Cr Tom Houlihan

Seconded:

That Council allocate the following funding to applications under Round 2 of the 2016-2017 West Wimmera Shire Council Community Strengthening Grants:

- **Edenhope Apsley Football Netball Club | \$2,500.00**
- **Kaniva Community Tennis Centre Inc. | \$1,500**
- **Apsley Action Group | \$1,500**
- **Kaniva & District Landcare | \$2,500.00**
- **Harrow Golf Club | \$2,000**
- **Kaniva Bowling Club | \$1,000.00**



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- Apsley Pony Club | \$2,000.00
- Dergholm Soldiers Memorial Hall | \$5,800.00
- Serviceton Recreation & Sports Association | \$1,095.00

Motion lapsed for want of seconder

Moved: Cr. Richard Hicks

Seconded: Cr. Tom Houlihan

That Council allocate the following funding to applications under Round 2 of the 2016-2017 West Wimmera Shire Council Community Strengthening Grants:

- Edenhope Apsley Football Netball Club | \$2,500.00
- Edenhope Golf Club | \$1,000.00
- Kaniva Community Tennis Centre Inc. | \$1,500
- Kaniva & District Landcare | \$2,500.00
- Kaniva Bowling Club | \$1,000.00
- Apsley Pony Club | \$1,000.00
- Dergholm Soldiers Memorial Hall | \$5,800.00
- Serviceton Recreation & Sports Association | \$1,095.00
- Apsley Action Group | \$1,500
- Harrow Golf | \$2,000

Motion withdrawn

Moved: Cr. Trevor Domaschenz

Seconded: Cr. Richard Hicks

That Council allocate the following funding to applications under Round 2 of the 2016-2017 West Wimmera Shire Council Community Strengthening Grants:

- Edenhope Apsley Football Netball Club | \$4,000.00
- Edenhope Golf Club | \$2,000.00
- Kaniva Community Tennis Centre Inc. | \$1,500
- Kaniva & District Landcare | \$2,500.00
- Kaniva Bowling Club | \$1,000.00
- Apsley Pony Club | \$2,000.00
- Dergholm Soldiers Memorial Hall | \$5,800.00
- Serviceton Recreation & Sports Association | \$1,095.00



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Cr. Jodie Pretlove moved an amendment

Seconded Cr. Domaschenz

That Council allocate the following funding to applications under Round 2 of the 2016-2017 West Wimmera Shire Council Community Strengthening Grants:

- **Edenhope Apsley Football Netball Club | \$2,500**
- **Edenhope Golf Club | \$2,000.00**
- **Kaniva Community Tennis Centre Inc. | \$1,500**
- **Kaniva & District Landcare | \$2,500.00**
- **Kaniva Bowling Club | \$1,000.00**
- **Apsley Pony Club | \$1500.00**
- **Dergholm Soldiers Memorial Hall | \$5,800.00**
- **Serviceton Recreation & Sports Association | \$1,095.00**
- **Harrow Golf Club | \$2,000**

Carried 5/0

The amendment becomes the Motion:

Moved: Cr. Jodie Pretlove

Seconded: Cr. Trevor Domaschenz

That Council allocate the following funding to applications under Round 2 of the 2016-2017 West Wimmera Shire Council Community Strengthening Grants:

- **Edenhope Apsley Football Netball Club | \$2,500**
- **Edenhope Golf Club | \$2,000.00**
- **Kaniva Community Tennis Centre Inc. | \$1,500**
- **Kaniva & District Landcare | \$2,500.00**
- **Kaniva Bowling Club | \$1,000.00**
- **Apsley Pony Club | \$1500.00**
- **Dergholm Soldiers Memorial Hall | \$5,800.00**
- **Serviceton Recreation & Sports Association | \$1,095.00**
- **Harrow Golf Club | \$2,000**

Carried 5/0



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Attachments:

No.	Name	RecFind Ref
12.2.1	West Wimmera Shire Community Strengthening Grant applications 2016-17 – Round 2 Summary	17/000837



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12.3 WIMMERA DEVELOPMENT ASSOCIATION MEMBERSHIP

FILE NUMBER: ED0002

REPORT AUTHOR: DAVID LEAHY – CEO

FOR DECISION

Introduction

The membership agreement with the Wimmera Development Association expires in 2017 and the following report provides some background to enable a decision to be made on the renewal of the membership for a further 3 years.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

The Wimmera Development Association (WDA) has been in existence for 25 years and celebrated the milestone at the business awards held in October 2016.

The WDA is the peak body in the Wimmera Southern Mallee managing sustainable development. It is also the peak advocacy body for the region as a highly respected voice to both state and federal governments.

Membership of the WDA is predominantly comprised of local government with Councils in the region making up approximately 40% of the funds required to manage the association. In addition to the local government financial contribution, a significant private sponsorship arrangement is in place.

Many of the projects undertaken by the WDA on behalf of the region, also receive grant funds from either state or federal government.

As a result of the local government contribution, all of the regions Councils are represented on the board by the CEO, a Councillor and a Community Member. There is also an executive committee in operation which includes the board chair, the WDA executive officer and senior staff from Horsham Rural City who also manage the association's finances.



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During 2016 the WDA Strategic Plan was reviewed and remodelled to ensure that the direction being taken aligned with the regions needs and activities. The reviewed plan has the Key Focus Area of Jobs and Industry Development at the core of its activities and is supported by Transport and Liveability, Infrastructure, Human Capital and Destination as other Key Focus Areas.

The list of achievements for the WDA are many and some of the most recent include;

- Gaining a commitment from state and federal governments of \$8.8m (total) for a Wimmera based weather radar station.
 - Project has a potential benefit of \$43m over 5 years to the region
- Continued management and development of the Wimmera Leadership program
- Management of the regional settlement program
- Wimmera Business Awards
- Wimmera Indigenous Tourism Feasibility Study.
- Regional incubator for social and economic research, (Fed Uni, RDA, WDA sponsoring 4 PhD students based in Horsham)
- In partnership with local Councils and the Wimmera CMA undertaking a study of the economic and social benefits of recreational water for the region.
- Wimmera Internships Program, securing opportunities for undergraduates in the region – West Wimmera has participated in the program extensively.

In addition to the above list the WDA is also represented on the Regional Partnerships, lodges submissions for the region to enquiries (such as mobile blackspots, Infrastructure Victoria, various white papers). The WDA also participates in the Western Highway Action Group, the region wide study into and integrated public transport system and is included in the annual Mayors and CEO's advocacy visit to Canberra.

The greatest value attached to membership of a group such as the WDA is the strength of a combined regional voice. The opportunity to gain support for individual projects with the various municipalities is something that cannot have a price placed on it.

The fees paid to WDA by local government are calculated according to ability to pay and the size of the particular Council. West Wimmera currently pays 8% of the total paid by local government. This equates to \$31,755pa and is proposed to be indexed by CPI which is 2%.

Risk Management Implications

There is a risk that West Wimmera misses economic opportunities that are created in the region if it is not an active member.

Legislative Implications

Nil



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Environmental Implications

Involvement in studies such as Indigenous Tourism and Recreation Water values.

Financial and Budgetary Implications

The annual fee to be a member is \$31,755 for West Wimmera and is likely to be \$32,390 in the new agreement.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

Advocacy Policy
Environmental Policy
Events Policy
Investment Policy
Tourism Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 1: Increase economic activity through the support of existing businesses and new investment
- Strategic Objective 6: Strengthen the culture and governance of the organisation

Communication Implications

Nil

Conclusion

Membership of the WDA has assisted West Wimmera Shire Council in gaining access to regional advocacy and lobbying campaigns as well as assisting with many regional studies.

The respect with which WDA is held at both state and federal level ensures that the region is provided with a voice on issues such as national broadband connections, mobile blackspots and economic development opportunities for the region.

The WDA has also assisted in providing a resource to cover the Economic Development function at West Wimmera for a period of maternity leave. This has greatly enhanced the working relationship between WDA and West Wimmera and provided a greater insight into the difficulties associated with a small and remote Shire when trying to attract investment.



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OFFICER RECOMMENDATION:

That West Wimmera Shire commit to continuing its membership of the Wimmera Development Association and commit the proposed fee amount to the 2017/18 budget process.

Moved: Cr Tom Houlihan

Seconded: Cr Richard Hicks

That West Wimmera Shire commit to continuing its membership of the Wimmera Development Association and commit the proposed fee amount to the 2017/18 budget process.

Carried (5/0)

Attachments: Nil



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13.0 INFRASTRUCTURE DEVELOPMENT AND WORKS

13.1 REQUEST TO CLOSE AN UNUSED SURVEYED ROAD – BENAYEO

FILE NO: PS0007

AUTHOR: GILLIAN BRADSHAW, MANAGER PLANNING AND ENVIRONMENT

FOR DECISION

Introduction

Council has received written correspondence from a landowner requesting closure of an unused surveyed road to facilitate the lease of the road from the Department of Environment Land Water and Planning (DELWP). The road is located south of Crown allotment 41, Parish of Benayeo and is approximately 2.6 kilometres long, refer attachment.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

The landowner of Crown allotment 41 parish of Benayeo is in the process of purchasing the land described as Lot 1 LP215892 and Lot 2 PS308979 parish of Boikerbert which abuts the southern boundary of the unused surveyed road.

The land owner wishes to use the unused surveyed road for the grazing of livestock and to create a link between the two properties.

The landowner can only apply to DELWP for the lease of the unused surveyed road if Council gives consent.

Risk Management Implications

When an unused road is licensed it is effectively declared 'unused' for public traffic purposes. The road is then removed from Council's list of roads, and therefore no longer Council's responsibility. The road is currently unlicensed.

The licensed road is unused and unmade. The lease of unused surveyed roads has allowed agricultural use in the past. The road is not used by any other residents in the district.



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Legislative Implications

Pursuant to Section 204 (1), (2) and (3) of the *Local Government Act 1989* Council can resolve to formally close the road.

The road reserve, if closed would not be subject to the care and responsibility of Council under the *Road Management Act 2004*.

Environmental Implications

There are no negative environmental implications. There is some native vegetation on the licensed road but the grazing of the road by livestock will have little environmental impact on the native vegetation.

Financial and Budgetary Implications

Any costs associated with the subsequent licensing process are borne by the DELWP and/or the Landowner.

If Council relinquishes management of the road reserve, it will not need to undertake maintenance. This will provide a small cost saving to Council.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:
Environmental Policy

There are no direct implications on Council's plans or policies.

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 1: Increase economic activity through the support of existing businesses and new investment
- Strategic Objective 2: Increased community amenity – protect unique values of our rural communities
- Strategic Objective 3: Improve communication and community engagement activities of Council
- Strategic Objective 4: Increase community confidence in Council Service Levels
- Strategic Objective 6: Strengthen the culture and governance of the organisation



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Communication Implications

The proposed road closure will need to be advertised in the West Wimmera Advocate and all adjoining landowners notified by letter, which will invite submissions for Council consideration.

Conclusion

The road reserve is currently unused and unlicensed. No residents in the district use this road.

Council may declare the road ‘unused’ and proceed with advertising including a public notification period.

RECOMMENDATION

That Council Pursuant to Section 204 (1), (2) and (3) of the *Local Government Act 1989*:

- 1. Declare the road located south of Crown allotment 41 parish of Benayeo and north of Lot 1 LP215892 and Lot 2 PS308979 Parish of Boikerbert as ‘unused’.**
- 2. That a notice be placed in the local newspaper and that adjoining landowners be advised in writing of the proposed road closure with a period of 28 days to respond.**

Moved: Cr Richard Hicks

Seconded: Cr Tom Houlihan

That Council Pursuant to Section 204 (1), (2) and (3) of the *Local Government Act 1989*:

- 1. Declare the road located south of Crown allotment 41 parish of Benayeo and north of Lot 1 LP215892 and Lot 2 PS308979 Parish of Boikerbert as ‘unused’.**
- 2. That a notice be placed in the local newspaper and that adjoining landowners be advised in writing of the proposed road closure with a period of 28 days to respond.**

Carried (5/0)

Attachments:

No.	Name	RecFind Ref
13.1.1	Letter from landowner	17/000731
13.1.2	Site plan showing unused road	17/000731



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13.2 PROPOSED AMENDMENT TO SCHEDULE 1 OF THE VEGETATION PROTECTION OVERLAY, WEST WIMMERA PLANNING SCHEME

FILE NUMBER: DA0158

**REPORT AUTHOR: GILLIAN BRADSHAW, MANAGER PLANNING &
ENVIRONMENT**

FOR DECISION

Introduction

This report proposes that West Wimmera Shire Council (Council) seek authorisation from the Minister for Planning to prepare Amendment C35 to the West Wimmera Planning Scheme, which seeks to modify Schedule 1 of the Vegetation Protection Overlay (VPO) to include four (4) additional species of endangered flora, and to amend the range of the Jumping Jack Wattle.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

The proposed Amendment C35 seeks to amend Schedule 1 of the VPO which is currently entitled “Jumping Jack Wattle – Roadside Protection and Conservation” and rename it “West Wimmera Shire Threatened Species Protection and Conservation” to introduce four (4) threatened native species to the Schedule and to amend the mapping for the Jumping Jack Wattle to show the current extent. A roadside survey of native vegetation and weeds by Tim D’Ombrain revealed that the Jumping Jack Wattle was found on roadsides not included on the current VPO maps.

There are four (4) species of endangered flora that are being sought to be included in the Schedule 1 of the VPO. These species have been identified along selected roadsides and waterways in the Shire and includes endangered or critically endangered vegetation listed under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act 1999) and the *Flora and Fauna Guarantee Act 1988*. They include:

Spyridium Furculentum- Forked Spyridium, **Endangered EPBC Act 1999**

Cassinia Tegulata- Avenue Cassinia **Critically Endangered, EPBC Act 1999**

Callistemon Wimmerensis- Wimmera Bottlebrush **Critically Endangered, EPBC Act 1999**

Pimelia Spinecens-subsp.*Spinecens*- Spiny Rice Flower **Critically Endangered, EPBC Act 1999.**



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In the last three to four years two (2) of the above species have been impacted by Council works on roads, the Forked Spyridium and the Spiny Rice Flower. In the case of the Spiny Rice Flower the Department of Environment Land Water and Planning (DELWP) and the Department of Environment in Canberra were notified. Officers from both departments attended a site inspection. The impact on the Spiny Rice Flower at that time was determined as slight and no action was taken.

The two incidents made it clear to Council officers that unless there is a method of identifying these endangered species in a way that is clear to not only Council staff, but other residents and developers also, then one or more of these species may be accidentally eradicated.

Discussions with officers from DELWP resolved that the inclusion of these four (4) species in the VPO was the most effective way to protect them.

Risk Management Implications

The introduction of these four (4) species to the VPO will offer protection to both Council and Shire residents proposing to undertake works on roadsides and waterways by clearly showing the areas that contain these threatened species.

The VPO will offer clear direction as to permitted works and protection controls for all five species listed.

Legislative Implications

Council is the responsible authority for the West Wimmera Planning Scheme under the *Planning and Environment Act* and as such is responsible for ensuring that the Planning Scheme is maintained and updated as necessary, as in undertaking planning scheme amendments when needed.

In order to amend the Schedule 1 of the Vegetation Protection Overlay Council needs to seek authorisation from the Minister for Planning to amend the planning scheme. This report proposes the commencement of this process.

Environmental Implications

There are four (4) species of endangered flora that are being sought to be included in the Schedule 1 of the VPO. These species have been identified along selected roadsides and waterways in the Shire and includes endangered or critically endangered vegetation listed under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act 1999) and the Flora and Fauna Guarantee Act 1988. They include:

Spyridium Furculentum- Forked Spyridium, Endangered EPBC Act 1999

Cassinia Tegulata- Avenue Cassinia Critically Endangered, EPBC Act 1999

Callistemon Wimmerensis- Wimmera Bottlebrush Critically Endangered, EPBC Act 1999



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Pimelia Spinecens-subsp.Spinecens- Spiny Rice Flower Critically Endangered, EPBC Act 1999.

The inclusion of these endangered species will offer them protection from any inappropriate development.

Financial and Budgetary Implications

Council sent out three (3) offers to quote on the proposed amendment and received one (1) response of \$3,795.00. The quotation did not include fees payable by Council to DELWP for Ministerial approval of the amendment - \$453.00. The quotation plus additional costs are estimated to be below the \$7,000 budgeted for this amendment.

Policy and Council Plan Implications

Seeking authorisation to prepare this amendment would support Council Plan Strategic Objective 1 - *Increase economic activity through the support of existing businesses and new investment.*

Communication Implications

Authorisation would be sought from the Minister for Planning to prepare Amendment C35 and the proposed amendment. The Amendment will be advertised in the local newspapers, adjoining landowners and agencies such as the Wimmera and Glenelg-Hopkins Catchment Management Authorities and DELWP will be notified in writing. Submissions will be invited, and all submissions will be considered. If there are any submissions that are against the proposal a Panel Hearing may be held to hear the submissions.

Conclusion

It is recommended that Council seek authorisation from the Minister for Planning to prepare Amendment C35 to the West Wimmera Planning Scheme to introduce four additional species to the Vegetation Protection Overlay and to amend the maps showing the extended range of the Jumping Jack Wattle. This approach validates Council as the responsible planning authority and serves to protect residents and Council against inadvertent breaches.

OFFICER RECOMMENDATION

That Council seek authorisation from the Minister for Planning to prepare Amendment C35 to the West Wimmera Shire Planning Scheme and amend Schedule 1 of the Vegetation Protection Overlay to:

- **Rename Schedule 1 of the Vegetation Protection Overlay to “West Wimmera Threatened Species Protection and Conservation”**
- **Include the following species in the Vegetation Protection Overlay**
 - *Spyridium Furculentum- Forked Spyridium, Endangered EPBC Act 1999*



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- *Cassinia Tegulata- Avenue Cassinia Critically Endangered, EPBC Act 1999*
- *Callistemon Wimmerensis- Wimmera Bottlebrush Critically Endangered, EPBC Act 1999*
- *Pimelia Spinecens-subsp.Spinecens- Spiny Rice Flower Critically Endangered, EPBC Act 1999.*
- Amend the range of the Jumping Jack Wattle shown on the map for the Vegetation Protection Overlay to show the current extent.

Moved: Cr Richard Hicks

Seconded: Cr Trevor Domaschenz

That Council seek authorisation from the Minister for Planning to prepare Amendment C35 to the West Wimmera Shire Planning Scheme and amend Schedule 1 of the Vegetation Protection Overlay to:

- Rename Schedule 1 of the Vegetation Protection Overlay to “West Wimmera Threatened Species Protection and Conservation”
- Include the following species in the Vegetation Protection Overlay
 - *Spyridium Furculentum- Forked Spyridium, Endangered EPBC Act 1999*
 - *Cassinia Tegulata- Avenue Cassinia Critically Endangered, EPBC Act 1999*
 - *Callistemon Wimmerensis- Wimmera Bottlebrush Critically Endangered, EPBC Act 1999*
 - *Pimelia Spinecens-subsp.Spinecens- Spiny Rice Flower Critically Endangered, EPBC Act 1999.*
- Amend the range of the Jumping Jack Wattle shown on the map for the Vegetation Protection Overlay to show the current extent.

Carried (5/0)

Attachments:

No.	Name	RecFind Ref
13.2.1	Maps showing areas of vegetation to be protected	17/000778
13.2.2	Quotation – Planning & Environmental Design	17/000397
13.2.3	Quotation – St Quentin	17/000568



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CEO declared a direct conflict of interest for item 13.3 and left the room at 7.54pm.

13.3 EDENHOPE COLLEGE REQUEST FOR REIMBURSEMENT OF BUILDING PERMIT FEE

FILE NUMBER: BA1333

**REPORT AUTHOR: MICHELLE ELLIS, EXECUTIVE ASSISTANT
INFRASTRUCTURE, DEVELOPMENT & WORKS**

FOR DECISION

Introduction

Edenhope College has written to West Wimmera Shire Council (Council) requesting a waiver of planning (building) approval fees for the 'Hands on Learning' music room regeneration project.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

Edenhope College has partnered Hands on Learning (HOL), a not for profit organisation offering 'at risk of early leaving' students an opportunity to participate in a highly effective and proven program to stay at school and realise their potential.

The HOL method provides students with a mentor one full day a week to create and work on creative building projects directly benefitting the school and local community.

Through the HOL building project, Edenhope College students are making the lawn area outside the music room a useable and inviting area to students, staff and parents. The project consists of two stages. Stage one, which has been completed, is an earth bag wall. Stage two is a decked area for music and drama students to use as a stage.

Edenhope College has been fortunate in securing voluntary services from local professionals: Henry Cooke, Greg Thomas and Bill Dann, who are assisting students with building expertise whilst overseeing planning, applications and compliance. The College was also successful in gaining a small grant which has afforded the purchase of materials.



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Council issued a building permit #1164/20161333/0 for the second stage work at a cost to Edenhope College of \$320.00. This is the sum total the College is requesting to be reimbursed. In lieu for the reimbursement the College will formally acknowledge West Wimmera Shire Council as a supporter of the HOL project.

Risk Management Implications

Nil. A building permit has been granted to undertake the building work.

Legislative Implications

Nil commented on.

Environmental Implications

Nil commented on.

Financial and Budgetary Implications

If Council reimburses the College the building permit, the impact on the budget would be minimal - a reduction of \$320.00 to annual revenue from planning and building fees.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:
Building Fee Refunds Policy
Customer Service Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 2: Increased community amenity – protect unique values of our rural communities
- Strategic Objective 3: Improve communication and community engagement activities of Council
- Strategic Objective 4: Increase community confidence in Council Service Levels

Communication Implications

Edenhope College would be advised of Council's decision.



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If Council approves the reimbursement, the support would be acknowledged by the College.

Conclusion

The HOL project is one of proven success and great worth to junior members of the community of the Shire. The reimbursement request of \$320.00 is minimal to Council in comparison to the overall wealth of the project to 'at risk' students and the local school community of Edenhope College.

OFFICER RECOMMENDATION:

That Council grant Edenhope College a reimbursement of \$320.00 for building fees for the HOL Project as requested.

Moved: Cr Jodie Pretlove

Seconded: Cr Trevor Domaschenz

That Council grant Edenhope College a reimbursement of \$320.00 for building fees for the HOL Project as requested.

Motion lost (2/3)

Attachments:

No.	Name	RecFind Ref
13.3.1	Request for waiver – Edenhope College	16/004110



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13.4 CAPITAL WORKS PROJECTS UPDATE AND PROGRESS

FILE NUMBER: AD0176

REPORT AUTHOR: SENA VI ABEYKOON, MANAGER ASSETS

FOR DECISION

Introduction

West Wimmera Shire Council's (Council) Capital Works program is a significant component of Council's budget. This program is developed to maintain and protect assets at required standards, enabling delivery of expected services as per currently established service standards.

This report provides an update of amendments and variations since the last adopted Capital Works program variation in August 2016.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

The 2016/2017 Capital Works Program was adopted by Council on 16 June 2016 through the budget process.

As usual, the program is subject to variations throughout the delivery year due to multiple factors including works savings and overruns, weather and unexpected asset failures.

Several changes were made to the approved program in August 2016 and these changes were reported to the Council on 31 August 2016.

VARIATIONS

Graincorp - Lillimur

As presented to Councillors in February 2017 Forum, a proposal for Council and Graincorp exists at Lillimur to improve the delivery road network to the Lillimur Graincorp receival. This project represents the opportunity to support economic development within the Shire, and specifically to future proof Graincorp's presence in West Wimmera. A sum of \$25,000 is required this financial year for survey, design and associated works (including landholder



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consultation,) and included as a budget variation transferred from WO 525 (drainage investigation,) which will be deferred to 17/18. Two grant applications have been made to “Local Roads to Market” to support the 17/18 Graincorp – Lillimur roads project, however at the time of writing the outcome of these applications is still unknown.

Lake Wallace circuit path

The Capital Works program (10 years) estimated regular allocations to footpath maintenance, including the Lake Wallace circuit path, which is an asphalt path. Asphalt footpaths are not durable specially when surrounded by lots of trees (as is the case at Lake Wallace.) In the long run, maintenance of asphalt footpaths is more costly to Council than concrete footpaths. Hence it is proposed to change the scope of footpath projects from asphalt to another material that will improve the life of the asset. Rather than increase the budget to achieve the upgrade length proposed in the original Capital Works program it is proposed to reduce the length of the footpath in 16/17 to stay within budget. The material chosen needs to be suitable for walking/running paths, and also provide Council with value for money over the asset life.

Kaniva Wetlands Project

Work Order number W444 and W453 have a budget increase from \$57,000 to \$145,000. This variance is from budget pre-grant approval estimated amount to the post grant approval amount and acceptance by Council

War Memorial Renewals

Council previously applied and was successful for funding to clean and restore war memorials at Apsley, Edenhope, Harrow and Kaniva. The funding was underwritten by Council, (i.e., Council must cover any project overruns.) Due to inaccurate scoping of the project, the overall renewal project was over budget by \$10,450.

The table below shows the remaining variations incorporated into the current capital works program in addition to the above variations

Summary of variations

WO	Description	Reason
W525	Drainage Pit/Pipes Investigation (Edenhope & Kaniva)	Proposed to defer project as more information required on drainage assets and transfer budget to Lillimur Grain Storage Roads.
W440	Lions Park, Edenhope Footpath Reconstruction: Through Park from Elizabeth St to Orme St	Budget increase from \$11,382 to \$16,700 Additional funds transferred from W443
W443	Elizabeth St Edenhope Footpath Repairs: Minor	Project deleted as the work completed under footpath maintenance funds



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WO	Description	Reason
	paver repairs (Between Wallace St & Orme St)	
W448	Edinburgh Rd, Edenhope Kerb & Channel Reconstruction: Left side between Wilson St & Orme St (Incl. 1m Pavement & Seal)	Project deleted as this work completed under W447
W447	Edinburgh Rd, Edenhope Kerb & Channel Reconstruction: Right side between Wilson St & Orme St (Incl. 1m Pavement & Seal)	Scope Change from left to both sides of the street. Budget increase from \$3,200 to \$11,200. Funds transferred from W 448
W461	Gymbowen Public Hall (Fit out renewal, footpath etc.)	Proposed to defer awaiting building asset strategy. Transfer budget to Kaniva Wetlands Project. Budget transferred to W404, Kaniva Wetland project.
W464	Nurcounge Public Hall Renewal works	Proposed to defer awaiting building asset strategy. Transfer budget to Kaniva Wetlands Project. Budget transferred to W404, Kaniva Wetland project.
W466	Douglas Hall Ceiling Renewal works	Proposed to defer awaiting building asset strategy. Transfer budget to Kaniva Wetlands Project. Budget transferred to W404, Kaniva Wetland project.

The attached Progress Report includes all of the Capital Works with the variations above highlighted.

The Progress Report indicates physical progress as well as Financial Progress.

Most road works are completed other than the usual, cyclical seasonal stagings. The 2016 September and October storm and flood events certainly disrupted the works program, however officers still expect to deliver this amended Capital Works Program within overall budget.

Building works are the most problematic until a building strategy is developed and adopted by Council.



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Overall, 54% of the scheduled projects are completed. 38% of the projects not started yet due to various reasons, mainly buildings, awaiting until a building strategy is developed and adopted by Council. 8% of projects are partly completed. The uncompleted projects of this modified Capital Works program are expected to complete before end of June 2017.

A sum of \$1,599,731 has been spent as at 16 Feb 2017 out of budgeted allocation of \$6,025,511.

Risk Management Implications

The program is constantly monitored by Assets and Works staff. Officers have confidence that the usual overruns and underspends are manageable within the current budget.

Safety to community and reducing risk to Council are primary decision drivers to mitigate risk to Council.

Legislative Implications

Primary legislative requirements stem from the

- *Local Government Act 1989*,
- *The Road Management Act 2004*.

Other related legislative requirements triggered with the program delivery include:

- *Planning and Environment Act 1987*,
- *Building Act 1993* and regulations.

Environmental Implications

There is no apparent adverse environmental implications identified.

Financial and Budgetary Implications

As per the tabled program, it is expected to be delivered within the overall budget with these proposed variations. No additional funds are sought.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:
Asset Capitalisation Policy
Asset Management Policy



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Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017.

- Strategic Objective 1: Increase economic activity through the support of existing businesses and new investment
- Strategic Objective 2: Increased community amenity – protect unique values of our rural communities
- Strategic Objective 4: Increase community confidence in Council Service Levels

Communication Implications

Regular communications are maintained with community members affected by the Capital Works program. General works progress is regularly reported in the Wimmera Wire.

Conclusion

The Capital Works Progress report as updated, is tracking well and can be expected to be completed before end of the financial year.

Officers expect Council will adopt a Buildings Asset Management Plan prior to the 17/18 budget and Capital Works plan being finalised, providing guidance for the remainder of 16/17 and beyond.

OFFICER RECOMMENDATION:

That the variations proposed in the attached Capital Works progress report be noted.

Moved: Cr Richard Hicks

Seconded: Cr Trevor Domaschenz

That the report be returned to the next Councillor Forum for discussion and clarification regarding the budget reallocations.

Carried (5/0)

Attachments:

No.	Name	RecFind Ref
13.4.1	2016/2017 Capital Works Project Plan	17/000837



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14.0 CORPORATE AND COMMUNITY SERVICES

14.1 ASSET CAPITALISATION POLICY

FILE NUMBER: FM0021

REPORT AUTHOR: ASHLEY ROBERTS, MANAGER FINANCE

FOR DECISION

Introduction

A central tenant of sound financial management is to have a suite of policies which indicate what Council's intent and direction will be in handling particular items and circumstances. This is so that Council can ensure that the disparate activities involved in financial management share a common purpose and direction.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

The Asset Capitalisation Policy was last reviewed by Council on 18 June 2015. It is important to regularly review and update this policy so that Council can keep abreast of improving techniques and technology in the asset management field and also of evolving business practices and demands placed upon Council.

Risk Management Implications

Failure to have an effective suite of financial and asset management policies may lead to ineffective use of Council's assets and potential financial misrepresentation of Council's assets. In this instance, failure to have an up to date Asset Capitalisation Policy may lead to Council incorrectly identifying, or failing to identify capital expenditure which may lead to a material misstatement of Council's financial performance and position.

Legislative Implications

The Asset Capitalisation Policy complies with the requirements of the relevant sections of the *Local Government Act 1989* and with the relevant Australian Accounting Standards.



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Environmental Implications

Not Commented on.

Financial and Budgetary Implications

Failure to have effective guidelines around asset related expenditure may lead to material misstatements of Council's financial position and performance by an incorrect identification of expenditure. This in turn can lead to serious budgeting errors where insufficient or over sufficient funds are allocated to asset maintenance and capital works. This can have serious implications for Council in calculating and allocating the correct amount of funds for future asset renewal.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:
Asset Capitalisation Policy
Asset Management Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 4: Increase community confidence in Council Service Levels
- Strategic Objective 6: Strengthen the culture and governance of the organisation

Communication Implications

The Asset Capitalisation Policy will be made available to all staff, for use as guidance when purchasing and budgeting.

Conclusion

The Asset Capitalisation Policy provides Council with a clear framework to ensure the correct treatment of capital expenditure and minimises the risk of materially misstating its financial performance and position.



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OFFICER RECOMMENDATION:

That Council adopt the revised Asset Capitalisation Policy.

Moved: Cr Richard Hicks

Seconded: Cr Jodie Pretlove

That Council adopt the revised Asset Capitalisation Policy.

Carried (5/0)

Attachments:

No.	Name	RecFind Ref
14.1.1	Draft Asset Capitalisation Policy	17/000458



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14.2 BORROWINGS POLICY

FILE NUMBER: FM0021

REPORT AUTHOR: ASHLEY ROBERTS, MANAGER FINANCE

FOR DECISION

Introduction

A central tenant of sound financial management is to have a suite of policies which indicate what Council's intent and direction will be in handling particular items and circumstances. This is so that Council can ensure that the disparate activities involved in financial management share a common purpose and direction.

Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Background

Borrowings can be an important source of funding for business activity. Council has the potential to investigate the use of borrowings to fund future capital works programs which have the potential to provide Council with additional or improved economic benefits.

The use of borrowings should provide a net benefit to any business undertaking them, and as such it is very important to have an effective control framework around borrowings to ensure that Council does indeed receive a net benefit from undertaking any such borrowings and that any debt servicing costs Council incurs do not negatively impact Council's service provision standards.

The Borrowings Policy was last reviewed by Council on 18 June 2015. It is important to regularly review and update this policy so that Council can keep abreast of evolving business practices and circumstances placed upon Council. Of importance to note here is the potential impact rate capping will have on Council's propensity to borrow. At the very least it has become an effective requirement for Council to assess the possibility of borrowings before applying for a rate cap variation.

Risk Management Implications

Borrowings provide potential financial and reputational risks to Council. Borrowings have the potential to provide benefit and problems to Council. Uncontrolled borrowings can have catastrophic effects upon Council's financial sustainability, through cash flow issues



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with repayments, which in turn restricts the cash available for Council to use in delivering services to the community. Adhering to the Borrowings Policy mitigates these risks.

Legislative Implications

Council borrowings are strictly controlled under ss.144 – 148 of the *Local Government Act 1989*. Local Government Victoria, through the Loans Council, also monitor the sector's borrowing activity and must approve all new borrowings undertaken by Council. The draft Borrowings Policy addresses these compliance requirements.

Environmental Implications

Not Commented on.

Financial and Budgetary Implications

Failure to have effective guidelines around borrowings may lead Council to incur significant debt redemption and servicing costs. This may have a significant effect on Council's ongoing operational cash flow with a corresponding negative influence on service provision.

It is a requirement of the *Local Government Act 1989* that all proposed borrowings and debt redemption and servicing costs be included in Council's annual budget. If Council undertakes borrowings during a year where it has not included them in its adopted budget, then it must go through a full revised budget process.

Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:
Asset Management Policy
Borrowings Policy

Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2013-2017:

- Strategic Objective 4: Increase community confidence in Council Service Levels
- Strategic Objective 6: Strengthen the culture and governance of the organisation

Communication Implications

The Borrowings Policy will be made available to all staff, for use as guidance when preparing strategic plans.

Any proposed new borrowings must be included in Council's Annual Budget.



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Conclusion

The Borrowings Policy provides Council with clear guidelines to control future borrowings whilst promoting financial sustainability

OFFICER RECOMMENDATION:

That Council adopt the revised Borrowings Policy.

Moved: Cr Richard Hicks

Seconded: Cr Jodie Pretlove

That Council adopt the revised Borrowings Policy.

Carried (5/0)

Attachments:

No.	Name	RecFind Ref
14.2.1	Draft Borrowings Policy	17/000460



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15.0 LATE ITEMS OF BUSINESS

Nil

16.0 SEALING SCHEDULE

Nil

17.0 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:

17.1 CHIEF EXECUTIVE OFFICER – REMUNERATION

17.2 SUPPLY AND DELIVERY OF CENTRE BASED BULK MEALS

17.3 SUPPLY OF MEALS FOR DELIVERY

17.4 LEASE OF KANIVA AERODROME

Cr. Richard Hicks left the room at 8.14pm and returned 8.16pm.

Moved: Cr Richard Hicks

Seconded: Cr Houlihan

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 8.16pm pm to resolve on matters pertaining to the following items:

17.1 CHIEF EXECUTIVE OFFICER – REMUNERATION

17.2 SUPPLY AND DELIVERY OF CENTRE BASED BULK MEALS

17.3 SUPPLY OF MEALS FOR DELIVERY

17.4 LEASE OF KANIVA AERODROME

Carried (5/0)



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RECOMMENDATION

That the resolutions pertaining to Confidential / In-Camera items be adopted and made public (except where the resolution restricts publication) and that the reports for those items remain In-camera and that Council open the meeting to the public at pm.

Moved: Cr Trevor Domaschenz

Seconded: Cr Tom Houlihan

That the resolutions pertaining to Confidential / In-Camera items be adopted and made public (except where the resolution restricts publication) and that the reports for those items remain In-camera and that Council open the meeting to the public at 8.33 pm.

Carried (5/0)

17.1 CHIEF EXECUTIVE OFFICER – REMUNERATION

3. That this resolution remains confidential, and will not be included in the 15 March 2017 Ordinary Council Meeting Minutes.

17.2 SUPPLY AND DELIVERY OF CENTRE BASED BULK MEALS

That:

1. The tender submitted by Edenhope & District Memorial Hospital (Edenhope & Goroke meals) for \$9.00 per meal, and the West Wimmera Health Service (Kaniva) for \$13.00 per meal for the Supply of Centre Based Bulk Meals in accordance with the specifications of Contract CM0447 be accepted.
2. The General Manager Corporate & Community Services and Contracts Manager negotiate with the Apsley Hotel (Apsley meals) and Harrow Hotel (Harrow meals) to provide the Supply of Centre Based Bulk Meals, subject to meeting all requirements in the specifications.
3. The Contract Agreement Documents for Contract CM0447, the Supply of Centre Based Bulk Meals, be signed and sealed by Council following their preparation.



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17.3 SUPPLY OF MEALS FOR DELIVERY

1. That the tenders submitted by West Wimmera Health Service (Kaniva) for \$14.50 per meal and Edenhope & District Memorial Hospital (Edenhope, Apsley, Goroke & Harrow) for \$12.50 per meal, for the Supply of Meals for Delivery in accordance with the specifications of Contract CM0448 be accepted.
2. That the Contract Agreement Documents for Contract CM0448, the Supply of Meals for Delivery, be signed and sealed by Council following their preparation.

17.4 LEASE OF KANIVA AERODROME

1. That the West Wimmera Shire Council provides an in principle undertaking to lease the land being approximately 29 ha located at Yearlinga Road Kaniva, known locally as the Kaniva aerodrome to Countrywide Energy for an initial period of five years with an option to extend the lease for four lots of five years (25 years total) subject to:
 - a. A market rent review every five years during the lease term.
 - b. Countrywide Energy must commence commercial, viable and sustainable industrial operations at the Kaniva site no later than 1 May 2022. If Countrywide Energy foresees any delays in the commencement, they must seek Council approval on an extension on or before 1st December 2021.
 - c. Countrywide Energy must advise the Council in writing on the first day of May of each of the first five years of financial, technical and physical progress achieved to establish and commence commercial, industrial operations at the Kaniva site.
 - d. Countrywide Energy's proposal must meet all State, GWM Water and Federal regulations and West Wimmera Shire Council's planning scheme.
 - e. West Wimmera Shire Council will provide 'in principle' support to, but will not co-sponsor, Countrywide Energy in their applications to obtain funding and planning approval/s. If necessary, the West Wimmera Shire



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Council may consider a review of the West Wimmera Shire Council planning scheme and consider appropriate amendments.

- f. West Wimmera Shire Council may consider appropriate Economic Development incentives, such incentives not to exceed incentives appropriate to any other organisations with a proposal of similar size.
 - g. Countrywide Energy must ensure that the fire risk on the whole leased area is minimised as to conform with appropriate CFA District 17 guidelines.
 - h. With Council's prior written concurrence, Countrywide Energy may sub-lease the land to a local farmer to manage the fire risk.
 - i. Countrywide Energy must ensure that the existing activities at the aerodrome site including the shooting club and the aircraft runway are not compromised, rendered unsafe or restricted by Countrywide Energy's development activities. This includes appropriate vegetation control and construction design so as not to restrict the safe operation of both existing facilities.
 - j. Countrywide Energy must pay for all outgoings, including fire services levy and water charges.
 - k. Without a prior agreement with West Wimmera Shire Council, the initial lease can only begin, and the project can only proceed on the basis that it can be demonstrated that the project will produce potable drinking water for Kaniva that meets GWM Water drinking water standards.
 - l. At all times the West Wimmera Shire Council retains ownership of the land. The West Wimmera Shire Council will resume full control of the land should all the conditions above not be realised in full no later than 1 May 2022.
2. Following agreement by Countrywide Energy of the above terms and conditions, the Council will proceed with the drafting of a formal lease agreement.
 3. The lease document in 2 above will be presented to Council for a formal approval of the lease.



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MEETING CONCLUDED: 8.35PM

NEXT MEETING: WEDNESDAY 19 APRIL 2017
BENAYEO HALL