



**COUNCIL MEETING MINUTES – 21 OCTOBER 2020  
WEST WIMMERA SHIRE COUNCIL**

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**HELD:** Wednesday 21 October 2020

**LOCATION:** Kaniva Council Chamber & Zoom

**COMMENCEMENT:** 2.00pm

**PUBLIC ACCESS:** Live Streaming from Council's website  
[www.westwimmera.vic.gov.au](http://www.westwimmera.vic.gov.au)

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<b>IN ATTENDANCE:</b>	
<b>Councillors</b>	<b>Senior Management Group</b>
Bruce Meyer OAM, Mayor Jodie Pretlove, Deputy Mayor	David Leahy Chief Executive Officer (CEO)
Trevor Domaschenz Richard Hicks Tom Houlihan	Ashley Roberts Director Corporate & Community Services (DCCS)
	Mark Marziale Director Infrastructure Development & Works (DIDW)
	<b>Officers</b> Kaddie Cother, Governance Support Officer (Minute Taker) Elizabeth Matuschka, Governance Manager

*The West Wimmera Shire Council Governance Rules  
set out the meeting procedure rules for this Council Meeting.*

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***Vision Statement:***

*Our Wimmera Shire communities are healthy, thriving, diverse, harmonious,  
prosperous and self-sustaining, with regional and global connectivity*



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### 1.0 WELCOME

#### OFFICER RECOMMENDATION:

That in view of the current COVID-19 Pandemic and the social distancing restrictions put in place by the Australian and Victorian Governments, public access to this meeting be limited to live streaming via Council's website.

**Moved:** Cr Richard Hicks

**Seconded:** Cr Trevor Domaschenz

That in view of the current COVID-19 Pandemic and the social distancing restrictions put in place by the Australian and Victorian Governments, public access to this meeting be limited to live streaming via Council's website.

Carried (5/0)

### 2.0 OPENING PRAYER

Almighty God, we humbly ask your blessing upon this Council. Guide and prosper our decisions to the advancement of Your Glory and the true welfare of the people of West Wimmera Shire. Amen.

### 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 2020 with regard to Conflict of Interest disclosures.*

None declared



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2.02pm: Questions from the public commenced

**4.0 QUESTIONS FROM THE GALLERY (maximum of 30 minutes)**

**4.1 WRITTEN QUESTIONS ON NOTICE**

*Governance Rules – Division 8 Section 53:*

*53.4 Questions submitted to Council can be submitted as follows:*

*53.4.1 In writing, stating the name and address of the person submitting the question and generally be in a form approved or permitted by Council; and*

*53.4.2 Placed in the receptacle designated for the purpose at the place of the meeting at least two hours prior to the Council meeting, or be lodged electronically at the prescribed email address at least two hours prior to the Council meeting.*

*53.5 No person may submit more than two questions at any one meeting.*

The Question on Notice template is available from the Edenhope and Kaniva Council Offices, and from Council's website.

Written Questions on Notice submitted to Council no later than the deadline of 5:00pm on the Monday in the previous week to the relevant Council Meeting, will be included in the Agenda.

Written Questions on Notice submitted subsequent to that deadline can be lodged electronically to [govmanager@westwimmera.vic.gov.au](mailto:govmanager@westwimmera.vic.gov.au), no later than two hours prior to the Council Meeting.

No questions were received

**RECOMMENDATION:**

**That Council suspend Standing Orders for the purpose of receiving questions without notice from members of the Gallery.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Trevor Domaschenz**

**That Council suspend Standing Orders for the purpose of receiving questions without notice from members of the Gallery.**

**Carried (5/0)**



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### 4.2 VERBAL QUESTIONS WITHOUT NOTICE

*Time permitting, this section of the Agenda allows members of gallery to ask verbal questions of Councillors, following the removal of standing orders and when prompted by the Mayor (Governance Rules Div 8 S53.4.3)*

*Members of the Gallery providing verbal questions without notice at a Council Meeting must state their name, to be recorded in the minutes (Governance Rules Div 8 S53.4.4)*

*No person may submit more than two questions at any one meeting (Governance Rules Div 8 S53.5)*

No questions were received

#### **RECOMMENDATION:**

**That Council resume Standing Orders.**

**Moved: Cr Richard Hicks**  
**Seconded: Cr Trevor Domaschenz**  
**That Council resume Standing Orders.**

**Carried (5/0)**

2.03pm: Questions from the public ended



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### **5.0 DELEGATES REPORTS (FOR INFORMATION ONLY) AS PROVIDED BY COUNCILLORS TO GOVERNANCE SUPPORT OFFICER PRIOR TO AGENDA BEING ISSUED**

#### **5.1 COUNCILLOR BRUCE MEYER OAM (MAYOR)**

17/09/2020 Cemetery Trust Meeting  
17/09/2020 CEO David Leahy  
18/09/2020 CEO David Leahy  
22/09/2020 WWSC Audit & Risk Committee Meeting  
23/09/2020 CEO David Leahy  
25/09/2020 CEO David Leahy  
29/09/2020 Ann Webster MP Meeting  
30/09/2020 CEO David Leahy  
02/10/2020 CEO David Leahy  
07/10/2020 Councillor Forum  
09/10/2020 CEO David Leahy  
09/10/2020 Municipal Association of Victoria 2020 Councillor Service Awards  
14/10/2020 CEO David Leahy  
16/10/2020 Wimmera Regional Library Corporation Board Meeting  
16/10/2020 Wimmera Southern Mallee Media & Council Liaison Meeting  
16/10/2020 CEO David Leahy  
21/10/2020 Council Meeting

#### **5.2 COUNCILLOR JODIE PRETLOVE (DEPUTY MAYOR)**

17/09/2020 Cemetery Trust Meeting  
17/09/2020 CEO David Leahy  
23/09/2020 CEO David Leahy  
28/09/2020 Wimmera Primary Care Partnership (PCP) Executive Meeting  
30/09/2020 CEO David Leahy  
07/10/2020 Councillor Forum  
14/10/2020 CEO David Leahy  
21/10/2020 Council Meeting

#### **5.3 COUNCILLOR TREVOR DOMASCHENZ**

15/09/2020 Wimmera Mallee Regional Tourism Association Meeting  
17/09/2020 Cemetery Trust Meeting  
17/09/2020 Wimmera Development Association BCG Rural Connectivity  
17/09/2020 CEO David Leahy  
23/09/2020 CEO David Leahy  
23/09/2020 Kaniva & District Progress Association Meeting



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30/09/2020 CEO David Leahy  
07/10/2020 Councillor Forum  
14/10/2020 CEO David Leahy  
20/10/2020 Wimmera Mallee Regional Tourism Association Meeting (WMT)  
21/10/2020 Council Meeting

### 5.4 COUNCILLOR RICHARD HICKS

17/09/2020 Cemetery Trust Meeting  
17/09/2020 CEO David Leahy  
18/09/2020 Wimmera Southern Mallee Regional Transport Group Meeting  
23/09/2020 CEO David Leahy  
23/09/2020 Kaniva & District Development Association AGM  
29/09/2020 Ann Webster MP Meeting  
30/09/2020 CEO David Leahy  
02/10/2020 Western Highway Action Committee Meeting  
07/10/2020 Councillor Forum  
14/10/2020 CEO David Leahy  
21/10/2020 Council Meeting

### 5.5 COUNCILLOR TOM HOULIHAN

16/09/2020 Grampians Central West Waste & Resource Group Board Meeting  
17/09/2020 Cemetery Trust Meeting  
17/09/2020 CEO David Leahy  
23/09/2020 CEO David Leahy  
23/09/2020 Harrow Discovery Centre AGM  
30/09/2020 West Grampians Rural Water Supply Pipeline  
30/09/2020 CEO David Leahy  
07/10/2020 Councillor Forum  
09/10/2020 WWSC Municipal Fire Management Planning Committee Meeting  
09/10/2020 WWSC Municipal Emergency Management Planning Committee Meeting  
09/10/2020 Municipal Association of Victoria 2020 Councillor Service Awards  
14/10/2020 CEO David Leahy  
21/10/2020 Council Meeting

### 5.6 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.





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**6.0 CONDOLENCES**

Nil

**7.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING – 14 SEP 2020**

**RECOMMENDATION:**

**That the Minutes of the Council Meeting held on Monday 14 September 2020 be taken as an accurate record and confirmed.**

<b>Moved:</b>	<b>Cr Richard Hicks</b>
<b>Seconded:</b>	<b>Cr Trevor Domaschenz</b>
<b>That the Minutes of the Council Meeting held on Monday 14 September 2020 be taken as an accurate record and confirmed.</b>	
<b>Carried (5/0)</b>	

**8.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**9.0 NOTICES OF MOTION**

Nil

**10.0 COUNCILLOR FORUM RECORD – 7 OCT 2020**

Summary of matters discussed at the Councillor Forum:

a)	Annual Report 2019-2020
b)	Financial Statements & Performance Statement for 2019-2020
c)	Minutes of Audit & Risk Committee for 22 Sep 2020
d)	Resolutions Report
e)	Council Lease arrangements
f)	Cemetery Trust Advisory Committee
g)	Feedback on Rates
h)	Cross Border Covid-19 Update



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**RECOMMENDATION:**

**That the Record for the Councillor Forum held Wednesday 7 October 2020 be received and noted.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Trevor Domaschenz**

**That the Record for the Councillor Forum held Wednesday 7 October 2020 be received and noted.**

**Carried (5/0)**

**11.0 DEPUTATIONS AND PETITIONS**

Nil



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**12.0 CHIEF EXECUTIVE OFFICER AND GOVERNANCE**



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**13.0 INFRASTRUCTURE DEVELOPMENT AND WORKS**



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### 14.0 CORPORATE AND COMMUNITY SERVICES

#### 14.1 CONSIDERATION OF WEST WIMMERA SHIRE COUNCIL'S 2019/20 ANNUAL REPORT

**FILE NUMBER: AD0068**

**REPORT AUTHOR: ASHLEY ROBERTS, DIRECTOR CORPORATE AND  
COMMUNITY SERVICES**

#### FOR DECISION

##### Introduction

West Wimmera Shire Council (Council) is required under S.131 of the *Local Government Act 1989* (the Act) to produce and provide to the Minister for Local Government each year an Annual Report on the operations of Council for the financial year ending 30 June of that year.

This report is in addition to the Annual Financial Statements and the Performance Statement. For the 2019/20 year this report should be submitted to the Minister for Local Government by 30 November 2020.

This report provides a draft copy of Council' 2019-20 Annual Report for information and seeks that Council formally adopt the 2019-20 Annual Report.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* or *Local Government Act 2020* in the preparation of this report.

##### Background

The Annual Report summarises Council operations and provides general information about Council's activities over a 12 month period to 30 June 2020. The report contains statutory requirements and various local government indices along with the audited Financial Statements and the Performance Statement as appendices.

The Annual Report also provides a number of departmental reports which provide additional information regarding Council's activities throughout the 2019/20 financial year.



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The Annual Report along with the Annual Financial Statements and Performance Statement is audited by an agent of the Victorian Auditor General's Office before being submitted to the Minister.

It should be noted that the 2019/20 Annual Report as well as the 2019/20 Annual Financial Statements and Performance Statement are prepared under the auspices of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014* and as such do not for this year reflect all of the additional provisions of the *Local Government Act 2020*.

### Risk Management Implications

Council's reputation would be negatively impacted if the Annual Report was not submitted and presented in a professional manner. Council can be named specifically in Parliament for failure to submit the Annual Report to the Minister by the deadline.

### Legislative Implications

Sections 131 and 134 of the Act require Council to provide and consider the Annual Report. It also requires that Public Notice be given that the Annual Report, including the report from the Victorian Auditor General Office, has been prepared and can be inspected at the Council office.

Section 134 (2) (b) of the Act requires that Council advertise at least 14 days prior to the Council Meeting at which the Annual Report will be discussed. Council has met this advertising obligation by including that Council will consider the Annual Report in the Ordinary Council Meeting advertisement.

### Environmental Implications

Not commented on

### Financial and Budgetary Implications

Council will receive its 2019/20 Annual Financial Statements and 2019/20 Performance Statement separately at its October Council Meeting. The Annual Report contains a financial summary, no additional financial analysis is provided to this report, rather this will be included in the separate report concerning the 2019/20 Annual Financial Statements and 2019/20 Performance Statement.

Council's Audit and Risk Committee has reviewed the Annual Financial Statements and Performance Statement and recommended adoption by Council in principal, barring any material variations requested by the Victorian Auditor General's Office.



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When each of Council's 2019/20 Annual Report, 2019/20 Annual Financial Statements and 2019/20 Performance Statement are adopted they will be combined into one document to be presented to the Minister for Local Government.

### Policy Implications

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

Asset Capitalisation Policy  
Asset Disposal Policy  
Asset Management Policy  
Asset Management Strategy  
Borrowings Policy  
Communications Policy  
Community Engagement Policy

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.
- Strategic Objective 2: Meaningful partnerships to support advocacy priorities and service provision.
- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 4: Building on our agricultural and business strengths and supporting economic development.
- Strategic Objective 5: Thriving, safe and diverse local communities.
- Strategic Objective 6: Participating in activities that address health and wellbeing issues.
- Strategic Objective 7: Providing access to and promoting the natural environment.

### Communication Implications

In accordance with Sections 131 and 134 of the Act, public notice via local media and Council's website will need to be provided 14 days prior to the October Council Meeting that:

- Council would consider the Annual Report for 2019/2020 at the Council Meeting to be held at Kaniva Council Chamber, 25 Baker Street Kaniva, and also via live stream, on Wednesday 21 October 2020.



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- That Council has received the Audit Report in relation to the 2019/2020 financial accounts.
- That copies of the Annual Report, including the Audit Report, will be available for inspection at Council's two customer service centers and on Council's website.

### Conclusion

The 2019/20 Annual Report contains information concerning the operations of Council during the 2019/20 year. It will also include the 2019/20 Financial Statements and 2019/20 Performance Statement as appendices when adopted by Council separately.

### OFFICER RECOMMENDATION:

**That Council formally adopts the attached draft 2019/20 Annual Report and authorises Council officers to submit the 2019/20 Annual Report to the Minister for Local Government.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That Council formally adopts the attached draft 2019/20 Annual Report and authorises Council officers to submit the 2019/20 Annual Report to the Minister for Local Government.**

**Carried (5/0)**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
14.1.1	Annual Report 2019/2020	AD0068





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### 14.2 ADOPTION OF 2019/20 FINANCIAL STATEMENTS & 2019/20 PERFORMANCE STATEMENT

**FILE NUMBER: FM0021**

**REPORT AUTHOR: ASHLEY ROBERTS, DIRECTOR CORPORATE AND  
COMMUNITY SERVICES & MELANIE JORDAN, FINANCE COORDINATOR**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) produces a set of Annual Financial Statements and a Performance Statement for each financial year which represents the financial performance of Council throughout the year and its financial position as at the end of each year.

These Annual Financial Statements and Performance Statement are audited by the Victorian Auditor General's Office (VAGO) for accuracy and completeness.

This report presents the 2019/20 Annual Financial Statements and 2019/20 Performance Statement to Council seeking:

1. A resolution be made by Council adopting Council's 2019/20 Annual Financial Statements and 2019/20 Performance Statement
2. Endorsement of two Councillors to certify Council's 2019/20 Annual Financial Statements and 2019/20 Performance Statement.

##### Declaration of Interests

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

##### Background

Section 131 (2) of the *Local Government Act 1989* ('the Act') requires that Council produce as part of its annual report a set of audited Financial Statements for the financial year.

Following this, Section 132 (5) of the Act requires that the Financial Statements and Performance Statement be certified by two Councillors in their final form after any agreed changes recommended by audit have been undertaken.



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Therefore to complete its legislative requirements for the provision of annual Financial Statements and Performance Statement Council must follow the following steps:

1. Council receives a draft set of Financial Statements and Performance Statement for their perusal;
2. Council passes a resolution in accordance with S.132(5) of the Act authorising two Councillors to sign the Financial Statements in their final (post-audit) form, and also in accordance with S.132(5) of the Act authorising two Councillors to sign the Performance Statement in its final form;
3. After review by the Victorian Auditor General's contractor and after any required and recommended changes to the draft statements are undertaken, the statements are then signed by the two nominated Councillors, the Chief Executive Officer and the Principal Accounting Officer;
4. The Victorian Auditor General issues an audit opinion upon the Financial Statements and the Performance Statement;
5. The Financial Statements and Performance Statements are inserted into the Annual Report which is forwarded to the minister by 30 November.

It is considered prudent for Council to consider nominating three Councillors as being signatories to the statements with any two of the three nominated Councillors having authority to sign the statements on Council's behalf, in case of absence or unavailability of any one of the nominated Councillors.

### Risk Management Implications

Council may be exposed to multiple forms of risk from not adopting its Annual Financial Statements and Performance Statement.

The first of these is in compliance risk. Failure to follow the process as set out under the *Local Government Act 1989* will result in Council breaching its legislative requirements.

Secondly Council may be exposed to a level of reputational risk if it fails to comply with legislative requirements and/or fails to report on its financial performance and position.

Council may also be subject to financial and resource risk if it fails to provide Annual Financial Performance Statements and the Performance Statement by failing to identify financial issues and opportunities and an inability to be able to effectively plan resource allocation.



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### Legislative Implications

The recommendations arising from this report ensure compliance with the *Local Government Act 1989*.

### Environmental Implications

Not commented on

### Financial and Budgetary Implications

The draft Annual Financial Statements contain information on Council's financial performance and variances to adopted budget for the 2019-20 financial year.

A summary of the outcomes contained within the Annual Financial Statements is as follows:

### **Operating Position**

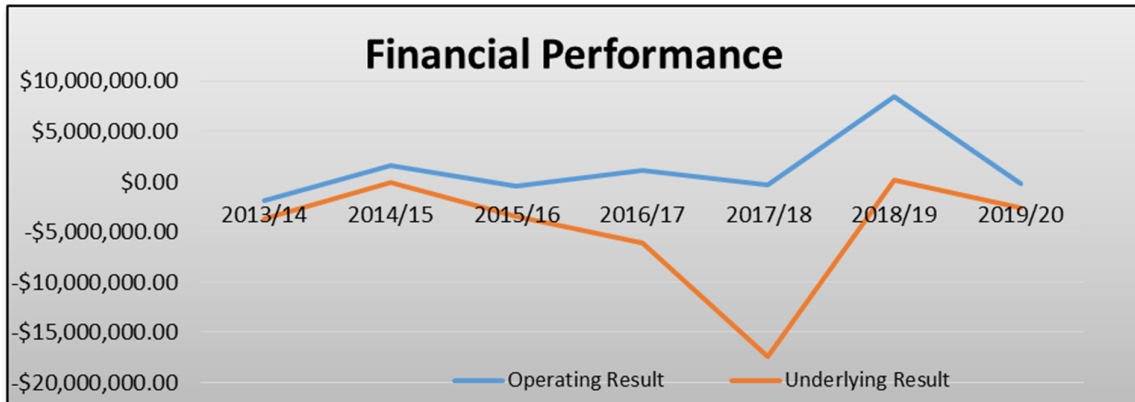
Council's operating result for 2019/20 shows a slight deficit of \$0.21million (\$5.97million surplus 2018/19). After taking into consideration other comprehensive income, Council's total comprehensive result was a deficit of \$2.41million (\$21.94million deficit 2018/19). This comprehensive deficit includes an asset revaluation decrement of \$2.07million as a result of a full revaluation of Council's land and buildings during 2019/20.

Council's underlying result for 2019/20 (the operating surplus less non-recurrent income) shows a deficit of \$2.61million (2018/19 \$0.65million deficit). This decline can be mainly attributed to decreases in grant funding and reimbursements. Recurrent operating grants such as the Financial Assistance Grants saw a small increase in 2019/20, however significant decreases in non-recurrent and capital grants lead to a total overall decline of \$7.09million in grant funding as compared to 2018/19.

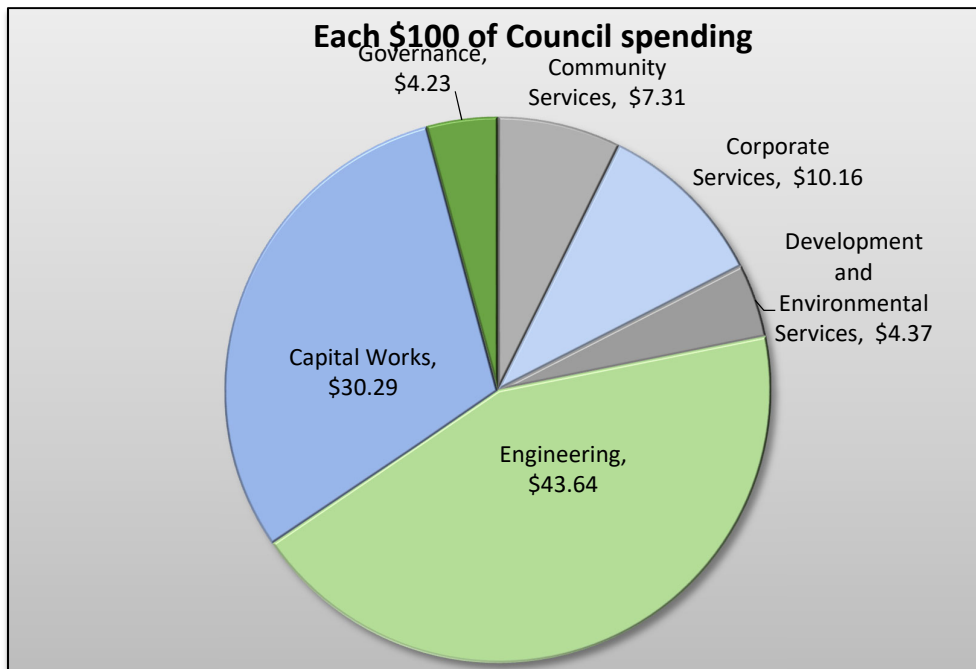
This information needs to be considered in context with all of Council's income and expenditure sources. When analysing Council's financial data, we note that Council incurs a significant depreciation charge of \$7.55million for 2019/20. This amount is not a cash expense, rather it represents the consumption of Council's assets annually. If this amount was removed from Council's underlying result, Council would be generating a significant underlying surplus. This indicates that Council is reliant on upon non-recurrent funding sources (particularly capital grants) to fund its asset renewal. It must be said that this is not an uncommon position within local government in Victoria, with all but the largest municipalities facing similar issues.



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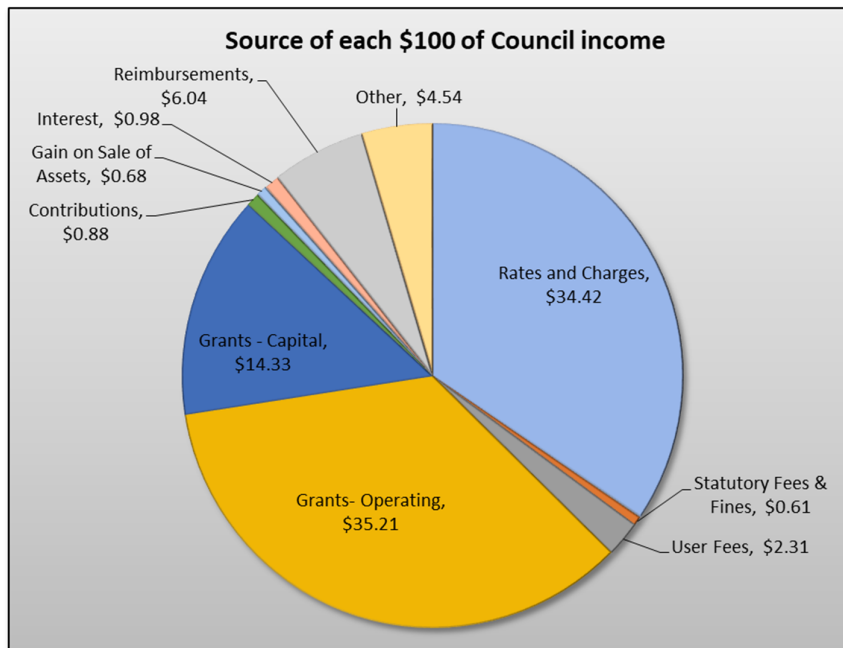
The following charts indicate the sources of Council's income and where this income is spent:





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Council's reliance on grant funding can clearly be seen from the below chart, with grant funding making up \$49.54 of every \$100.00 Council receives.



### Capital Works

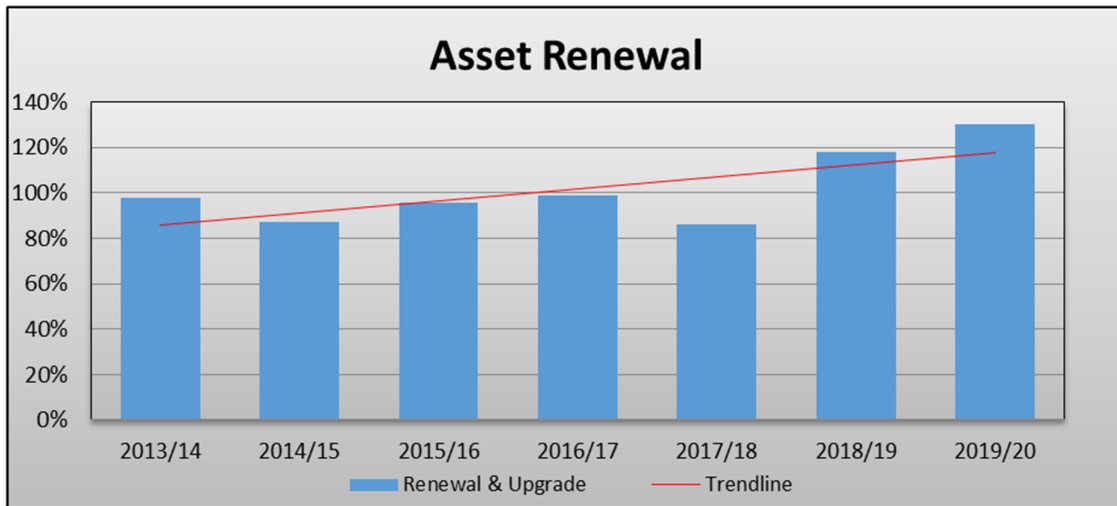
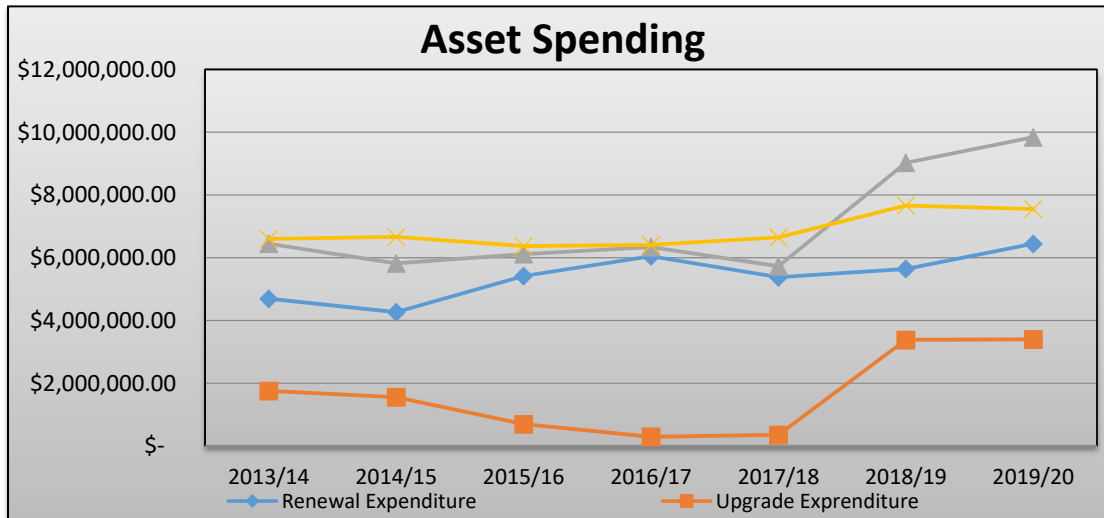
Council delivered a significant capital expenditure program during 2019/20 of \$9.93million, an increase of 9.1% over the previous year (2018/19: \$9.1million). Of this, \$6.47million was spent on roads with a further \$0.44million spent on other infrastructure such as bridges, footpaths and drainage. Of the \$9.93million spend, \$6.44million was expended on renewing Council's existing assets, with a further \$3.4million spent on upgrading Council's existing assets.

This amount was sufficient to cover Council's consumption of its asset base, as measured through depreciation, meaning that Council was restoring its assets at a greater rate than it was consuming them during the year, as was also the case in the prior year 2018/19.

The following graphs show Council's last seven years of asset renewal and upgrade spending as compared to depreciation:



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### Cash Position

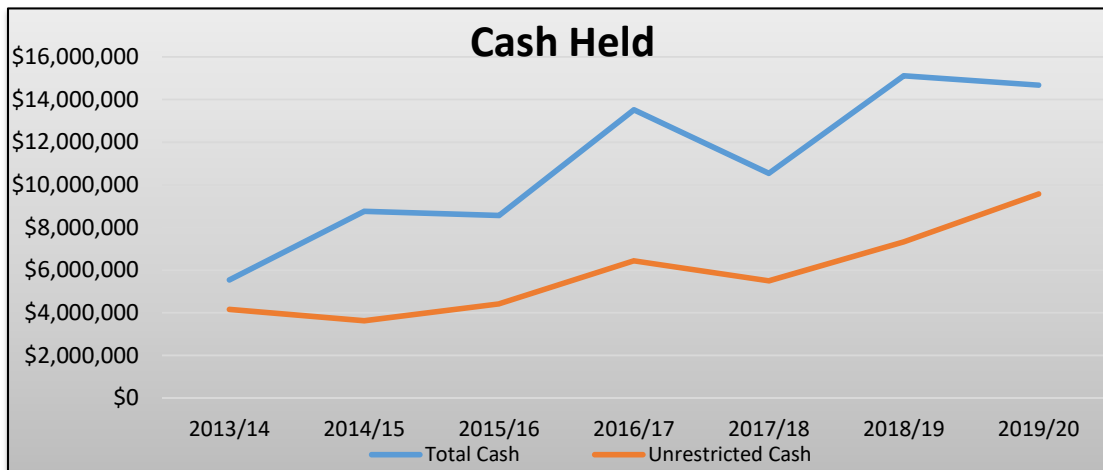
As can be seen in the above graph, Council has exceeded 100% renewal of its asset base as measured against depreciation for the current and prior financial years. Council is developing a longer term capital expenditure plan which identifies required spend on required assets to ensure effective capital renewal to enable service provisions to be met into the future.

Council’s cash position remains healthy, with \$14.67million in the bank at 30 June 2020. This represents a small decrease of \$0.44million on the previous year. Council is holding commitments by way of reserves, unspent grants and trust deposits of \$5.10million, with a further \$3.27 million of grants received in advance (Financial Assistance Grants relating

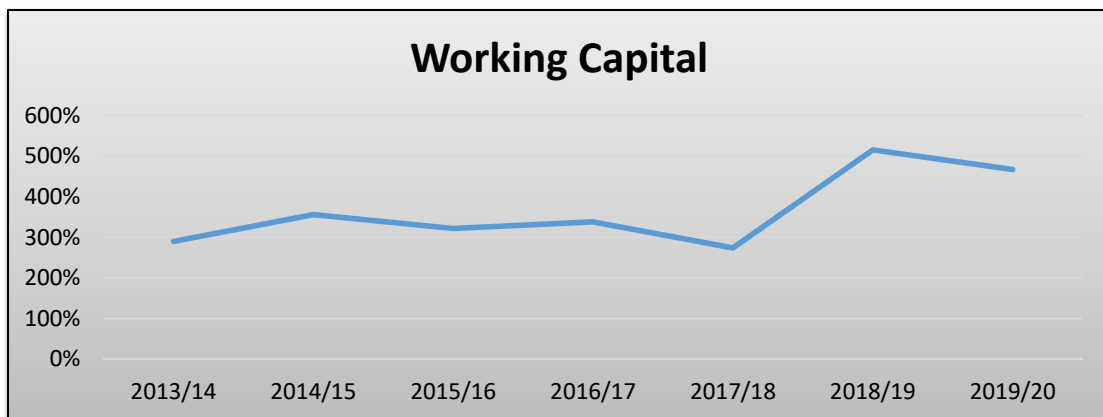


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to the 2020/21 year received at the end of June 2020). This leaves an unrestricted cash amount of \$6.30 million. It must be noted that the majority of the \$8.37 million of funds restricted is held on a discretionary basis which Council may resolve to use for other purposes if the need arises.



Council retains a solid working capital ratio. This is the coverage of current liabilities by current assets, and measures the ability of Council to cover liabilities as and when they fall due. At 30 June 2020 Council had a working capital ratio of 467%.



Overall, Council has reported a small operating deficit for the 2019/20 year and continues to record an underlying deficit. A lack of own sourced revenue sources other than rate income coupled with the 2% rate cap creates a complex financial management issue for Council into the future.

Council has met its asset renewal requirements (as measured against depreciation expense) for the last two financial years, however the long term average indicates this is an area of ongoing concern for Council and again highlights Councils dependence on grant funding



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for asset renewal.

The fluctuation between operating surplus and deficit over the previous seven years is impacted by fluctuating external grant funding and events such as the flood events of 2016 and the subsequent recovery works. As Council is heavily reliant on grant funding, any fluctuation in this funding at a State or Federal level will ultimately have a significant impact on Council's financial position.

### Policy Implications

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

Asset Capitalisation Policy  
Asset Disposal Policy  
Asset Management Policy  
Asset Management Strategy  
Borrowings Policy  
Communications Policy  
Community Engagement Policy  
Community Support Fund Policy  
Corporate Credit Card and Purchase Cards Policy  
Council Grants Policy  
Fraud & Corruption Control Policy  
Guarantor Policy  
Investment Policy  
Procurement Policy

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.

### Communication Implications

Upon post audit formal adoption of Annual Financial Statements and Performance Statement these documents become freely available to the public.

The audited Annual Financial Statements and Performance Statement will be appended to Council's Annual Report 2019/20 and submitted to the Minister for Local Government as a single document.





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This document will be available for inspection by the public and will be published on Council’s website. Copies will also be on display at Councils’ Edenhope and Kaniva Customer Service Centres.

### Conclusion

By adopting the recommendations in this report Council will be fulfilling its obligations under the Local Government Act 1989.

### **OFFICER RECOMMENDATION:**

1. That Council receive and adopt the 2019/20 Annual Financial Statements and 2019/20 Performance Statement pending any material changes from VAGO; and
2. That Council nominate Cr ..... and Cr ..... to sign and authorise the 2019/20 Annual Financial Statements and 2019/20 Performance Statement.

**Moved:** Cr Richard Hicks

**Seconded:** Cr Trevor Domaschenz

1. That Council receive and adopt the 2019/20 Annual Financial Statements and 2019/20 Performance Statement pending any material changes from VAGO; and
2. That Council nominate Cr Bruce Meyer and Cr Richard Hicks to sign and authorise the 2019/20 Annual Financial Statements and 2019/20 Performance Statement.

**Carried (5/0)**

### **Attachments:**

No.	Name	RecFind Ref
14.2.1	Annual Financial Statements 2019/20	FM0021
14.2.2	Performance Statement 2019/20	FM0021



## COUNCIL MEETING MINUTES – 21 OCTOBER 2020 WEST WIMMERA SHIRE COUNCIL

### 14.3 MINUTES OF AUDIT & RISK COMMITTEE MEETING – 22 SEP 2020

**FILE NUMBER: FM0021**

**REPORT AUTHOR: MELANIE JORDAN, FINANCE COORDINATOR**

#### **FOR DECISION**

##### Introduction

This report presents West Wimmera Shire Council (Council) with the minutes of the Audit and Risk Committee Meeting held 22 September 2020.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

##### Background

Section 53 of the *Local Government Act 2020* requires that each Council establish an Audit Committee. The Audit and Risk Committee is a formally appointed Advisory Committee of Council.

The Audit and Risk Committee's role is to report to Council and provide appropriate advice and recommendations relevant to its charter in order to facilitate decision making by Council in relation to the discharge of its responsibilities. The Audit and Risk Committee plays a key role in assisting Council to fulfil its governance and overseeing responsibilities in relation to financial reporting, internal control, risk management systems, ethical accountability and the internal audit function.

The Audit and Risk Committee (The Committee) does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility.

The Committee does not have any management functions and is therefore independent of management. The Committee does not have any role in relation to issues normally addressed by Council or a sub-committee of Council, which may have delegated powers and financial management responsibilities in relation to budgets, financing decisions and expenditure priorities.

The Committee is a separate activity and acts independently of Council and does not have any role in relation to financial management issues or have any executory role or powers.



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### Risk Management Implications

There are significant risk management implications from not providing governance and overseeing responsibilities in relation to financial reporting, internal control, risk management systems, ethical accountability and the internal audit function.

### Legislative Implications

The *Local Government Act 2020* requires that each Council establish an Audit Committee.

### Environmental Implications

Not commented on.

### Financial and Budgetary Implications

Not commented on.

### Policy Implications

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

Fraud & Corruption Control Policy  
Risk Management Policy

### Council Plan Implications

This report supports the following section of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.

### Communication Implications

Not commented on.

### Conclusion

The minutes of the previous Audit Committee meeting are attached for the information of Councillors.



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**OFFICER RECOMMENDATION:**

**That Council receives and adopts the Minutes of the prior Audit and Risk Committee Meeting held 22 September 2020.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Trevor Domaschenz**

**That Council receives and adopts the Minutes of the prior Audit and Risk Committee Meeting held 22 September 2020.**

**Carried (5/0)**

**Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
14.3.1	22-09-2020 Audit & Risk Committee Minutes - unconfirmed	E20/000338



## COUNCIL MEETING MINUTES – 21 OCTOBER 2020 WEST WIMMERA SHIRE COUNCIL

### 15.0 LATE ITEMS OF BUSINESS

Pursuant to West Wimmera Shire Council Governance Rules – Division 3 Section 20:

#### *20. Urgent Business*

*If the agenda for a Council meeting makes provision for urgent business, business cannot be admitted as urgent business other than by resolution of Council, and only then if it:*

*20.1 relates to or arises out of a matter which has arisen since distribution of the agenda; and*

*20.2 cannot safely or conveniently be deferred until the next Council meeting.*

Nil

### 16.0 SEALING SCHEDULE

Nil

### 17.0 CONFIDENTIAL (PURSUANT TO LG ACT 2020 SECTION 66 (2)(a))

Nil

The CEO presented each Councillor with a framed Certificate of Appreciation for their four year term in office, from 2016 to 2020.

The CEO congratulated Mayor Bruce Meyer on his recent Municipal Association of Victoria (MAV) Service Award, for twenty-five years of service to West Wimmera Shire Council and the former Shire of Kaniva.

The Mayor summarised Council's achievements from the past four years, and thanked his Councillor colleagues and Council staff for their support.

Each Councillor spoke about their experiences over the past four years, including their activities and achievements.

**MEETING CONCLUDED: 2:51PM**