



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

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<b>HELD:</b>	<b>Wednesday 16<sup>th</sup> June 2021</b>
<b>LOCATION:</b>	<b>Edenhope Council Chamber &amp; Microsoft Teams</b>
<b>COMMENCED:</b>	<b>2.04pm</b>
<b>PUBLIC ACCESS:</b>	<b>Closed to the Public – A recording will be uploaded to the website post meeting.</b>

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<b>IN ATTENDANCE:</b>	
<b>Councillors</b>	<b>Senior Management Group</b>
Bruce Meyer OAM, Mayor	David Bezuidenhout Interim Chief Executive Officer (CEO)
Jodie Pretlove, Deputy Mayor	
Trevor Domaschenz	Vin McKay Director Corporate & Community Services (DCCS)
Tom Houlihan	
Tim Meyer	John Griffiths Acting Director Infrastructure Development & Works (DIDW)
	<b>Officers</b> Kaddie Cother, Governance Support Officer Melanie Jordan, Finance Coordinator Leilani Dawes, Rates Coordinator Bernie Maddern, Manager Contracts

*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*



# COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

## TABLE OF CONTENTS

<b>1.0</b>	<b>WELCOME</b> .....	<b>4</b>
<b>2.0</b>	<b>OPENING PRAYER – CEO</b> .....	<b>4</b>
<b>3.0</b>	<b>APOLOGIES, LEAVE OF ABSENCE, DECLARATION OF CONFLICT OF INTEREST</b> .....	<b>4</b>
3.1	APOLOGIES	4
3.2	LEAVE OF ABSENCE	4
3.3	DECLARATION OF CONFLICT OF INTEREST	5
<b>4.0</b>	<b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS–</b> .....	<b>6</b>
<b>5.0</b>	<b>BUSINESS ARISING FROM PREVIOUS MINUTES</b> .....	<b>7</b>
<b>6.0</b>	<b>QUESTIONS FROM THE GALLERY (maximum of 30 minutes)</b> .....	<b>9</b>
6.1	WRITTEN QUESTIONS ON NOTICE	9
	<b>Danielle Grindlay – Childcare Questions</b> .....	<b>10</b>
6.2	VERBAL QUESTIONS WITHOUT NOTICE	13
<b>7.0</b>	<b>DELEGATES REPORTS (FOR INFORMATION ONLY) AS PROVIDED BY COUNCILLORS TO GOVERNANCE SUPPORT OFFICER PRIOR TO AGENDA BEING ISSUED</b> .....	<b>14</b>
7.1	COUNCILLOR BRUCE MEYER OAM (MAYOR)	14
7.2	COUNCILLOR JODIE PRETLOVE (DEPUTY MAYOR)	14
7.3	COUNCILLOR TREVOR DOMASCHENZ	15
7.4	COUNCILLOR TIM MEYER	15
7.5	COUNCILLOR TOM HOULIHAN	15
7.6	GENERAL DELEGATES’ REPORTS	16
<b>8.0</b>	<b>CONDOLENCES</b> .....	<b>16</b>
<b>9.0</b>	<b>NOTICES OF MOTION</b> .....	<b>16</b>
<b>10.0</b>	<b>COUNCILLOR FORUM RECORD – 5 MAY 2021</b> .....	<b>16</b>
<b>11.0</b>	<b>DEPUTATIONS AND PETITIONS</b> .....	<b>17</b>



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

<b>12.0</b>	<b>INFRASTRUCTURE DEVELOPMENT &amp; WORKS.....</b>	<b>18</b>
12.1	PROPOSED TREE REMOVAL – WENDY GARTON	18
<b>13.0</b>	<b>CORPORATE &amp; COMMUNITY SERVICES.....</b>	<b>21</b>
13.1	REVENUE AND RATING PLAN	21
<b>14.0</b>	<b>LATE ITEMS OF BUSINESS .....</b>	<b>26</b>
14.1	2021/22 BUDGET REPORT	26
14.1	ADOPTION OF WEST WIMMERA SHIRE COUNCIL 2021/22 BUDGET	26



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### 1.0 WELCOME

#### **ACKNOWLEDGEMENT:**

The West Wimmera Shire Council acknowledges the traditional custodians of the land on which we meet, and pays respect to their elders, past, present and emerging.

#### **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 will be limited to online access.

**Moved:** Cr Tim Meyer

**Seconded:** Cr Tom Houlihan

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 will be limited to online access.

**Carried (5/0)**

### 2.0 OPENING PRAYER – CEO

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



**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

**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

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Tim Meyer**

**That Council suspend Standing Orders for the purpose of dealing with items listed in the agenda as items 7.0 Confirmation of Previous Minutes & 8.0 Business Arising from previous minutes prior to answering items 4.1 Written Questions on Notice.**

**Carried (5/0)**



**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

**4.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS–**

**RECOMMENDATION:**

**That the Minutes of the Council Meeting held on Wednesday 5 May 2021 be taken as an accurate record and confirmed.**

**Moved: Cr Tim Meyer**

**Seconded: Cr Tom Houlihan**

**That the Minutes of the Council Meeting held on Wednesday 5 May 2021 be taken as an accurate record and confirmed.**

**Carried (5/0)**

**RECOMMENDATION:**

**That the Minutes of the Council Meeting held on Wednesday 19 May 2021 be taken as an accurate record and confirmed.**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Tim Meyer**

**That the Minutes of the Council Meeting held on Wednesday 19 May 2021 be taken as an accurate record and confirmed.**

**Carried (5/0)**



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### RECOMMENDATION:

That the Minutes of the Council Meeting held on Friday 28 May 2021 be taken as an accurate record and confirmed.

**Moved:** Cr Tim Meyer

**Seconded:** Cr Tom Houlihan

That the Minutes of the Council Meeting held on Friday 28 May 2021 be taken as an accurate record and confirmed.

Carried (4 for/1 abstain)

### RECOMMENDATION:

That the Minutes of the Council Meeting held on Wednesday 9 June 2021 be taken as an accurate record and confirmed.

**Moved:** Cr Trevor Domaschenz

**Seconded:** Cr Jodie Pretlove

That the Minutes of the Council Meeting held on Wednesday 9 June 2021 be taken as an accurate record and confirmed.

Carried (5/0)

### 5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

*Cr T Domaschenz – noted that on 9<sup>th</sup> of June 2021 we went against our Public Transparency Policy by not discussing part of the submission in the open council meeting and a motion was prepared for the council meeting but it was moved to go into a Confidential Council Meeting.*

**Moved:** Cr Trevor Domaschenz

**Seconded:** Cr Jodie Pretlove

That the document identified in item 13.3 in the 19 May 2021 Council Meeting be made public

Lost (2 for/ 3 against)



**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

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**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Jodie Pretlove**

**That in item 13.3 from the 19<sup>th</sup> of May Council Meeting, the resolution passed to waive all of the remaining debt for the Kaniva Community Hub, and to exclude all parties from taking any legal action be referred to The West Wimmera Shire Council lawyers to ascertain whether West Wimmera Shire Council can become law makers over all parties, including the inspectorate.**

**Lost (2 for/ 3 against)**





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

**6.1 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 [gso@westwimmera.vic.gov.au](mailto:gso@westwimmera.vic.gov.au), no later than two hours prior to the Council Meeting.



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### Danielle Grindlay – Childcare Questions

As you are aware, there are dozens of families calling for action on a childcare solution, for Edenhope and surrounding towns.

Busy parents have gone to great lengths to share their personal stories and document their needs for a childcare centre; a large group of us was hoping to attend last week's meeting, to hear where each of you stand and try to comprehend why Council has not acted on this issue despite more than a decade of campaigning.

As you are aware, we were unable to attend in person due to COVID restrictions.

However we were informed that a recording of the meeting would be made public.

Today marks a full week since councillors discussed our stories and the future of our businesses/careers. We have heard nothing from West Wimmera Shire Council.

Late last night the minutes and recording were finally released, but all discussion surrounding our budget submission was withheld.

A report from Vin McKay suggested \$20,000 and commitment to childcare in the long-term. We have no information about councillors' response to this report.

Through the media only (there have been no phone calls to our representatives, who made the budget submission) we have heard that councillors have supported some form of study, investigating childcare needs across the shire.

We have no information about what this study will involve, what its aim is, who will undertake it, how much money Council will allocate to it, nor when it will be started/completed.

Importantly we also have no sense of where our elected representatives stand on the need for a childcare centre in Edenhope, nor their level of support for a pathway forward.

After more than a decade of inaction, we feel it's important to hear where each of you stand on this issue and your visions for the future of our towns.

We are also concerned about the secrecy due to councillors' reports that a shire staff member falsely informed them of a Wimmera Development Association study about childcare needs.

If Mayor Bruce Meyer had not revealed this publicly, councillors could have voted against our budget submission based on false information. This is no small matter.

We have been liaising with major stakeholders in Edenhope, including Edenhope College and Edenhope District Memorial Hospital, to discuss how all businesses and organisations in the district can assist with a childcare solution.

Unfortunately, due to councillors' secrecy, none of us can plan the next step.



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### QUESTIONS FOR COUNCILLORS:

- 1) **Why was the entire conversation about our budget submission held in a confidential meeting? The Local Government Act (Sect 66, 2a) simply states that a confidential meeting should be held when “the meeting is to discuss confidential information”. Which information is considered confidential? If it’s about money available to outside entities that could bid for the project, why would you not hold the rest of the discussion publicly, then decide on a figure in private?**

*Cr Bruce Meyer* – The Council moved to go into Confidential as we were discussing a building that had been advertised for expressions of interest and that was considered that these matters intertwined.

Council decided that these matters will remain private until the minutes were confirmed, which has now been completed, it is in Council’s interest to inform all parties involved in both sides in this matter be informed correctly as it’s a legal matter.

I believe this is the correct process.

- 2) **When will we hear about the outcome of our budget submission and details around what Council will do to find a childcare solution for Edenhope and surrounding towns?**

*Director Corporate & Community Services: Vin McKay*

The Council resolved to allocate a sum of money to assist with the investigation and strategy development aimed at ensuring the provision of sustainable childcare services.

The Council requested that officers provide a further report to Council outlining a process aimed at ensuring Edenhope has adequate child care support in future years.

The Council also resolved to refer to the provision of child care services within the Shire for inclusion in the Council Plan 2021-2025 which is currently under development.

And that Council request that officers advise the submitters of Expression of Interest for the Edenhope Senior Citizens Building that Council will not proceed with the proposal to sell the building at this stage.



**Bryony Futerieal – Childcare**

Please consider the following questions in Question Time:

- 1) **Could each councillor please clarify their position on the need for a childcare centre (not family day care) in Edenhope, for families across the district? We feel these opinions should be made transparent, to guide our future voting intentions.**

*Cr Tom Houlihan* – Definitely need Childcare, we did have it in Edenhope which ceased as did the Government Funding. Firmly believe we need it. Absolute necessity is the Hospital who needs childcare.

*Cr Trevor Domaschenz* – Echo comments from Cr Houlihan, have had the numbers explained, we need a childcare centre. Have had a look through a childcare centre in Horsham and how that's run. Something needs to be done as we losing workers to our town.

*Cr Jodie Pretlove* – Confirm that very supportive, big issue in our Shire in the Edenhope and outlining district. Staffing and carers is a hurdle but certainly believe that was identified as a matter of urgency we need to work with the other organizations sooner rather than later to get a suitable model. When this was discussed at our meeting this was a matter of urgency.

*Cr Tim Meyer* – Certainly well aware of the shortage in Edenhope and the demand not being met in the whole Shire, looking forward to a report being given that will address this issue.

*Mayor Bruce Meyer* – The need is there and certainly is growing, wide-spread Shire problem. Premature of us to say we are against family day care after not seeing a report. We have to be considerate and wait for the report to come, every councillor supports the issue. Long Day Care will take longer to establish, all aspects need to be taken into consideration.

- 2) **A WWSC staff member falsely advised councillors that Wimmera Development Association was undertaking a childcare study, which could negate the need for a WWSC-funded business plan. As we have now informed councillors, there was no truth to this report from a WWSC staff member. Has there been an investigation into this false report? If not, do you support one?**

*Mayor Bruce Meyer* – This matter is a staff matter, this matter will be dealt with by the CEO, and this matter will not be handled by councillors and is not for councillors to make comment on.



## **6.2 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 Division 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 Division 8 S53.4.4)*

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



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

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

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

21/05/2021	MAV State Council Meeting
27/05/2021	Rural Council Victoria Rural Summit
02/06/2021	Councillor Forum
03/06/2021	VAGO Performance Audit Meeting
09/06/2021	Council Meeting – Budget Submissions
10/06/2021	Dept of Transport Meeting – Michael Bailey
11/06/2021	Wimmera Regional Library Board Meeting
15/06/2021	Audit & Risk Committee Meeting
16/06/2021	NWMA AGM & Ordinary Meeting
16/06/2021	SMG Agenda Review
16/06/2021	Council Meeting

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

24/05/2021	Wimmera Primary Care Partnership Committee of Management Meeting
28/05/2021	Public Budget Submissions – Special Meeting
02/06/2021	Councillor Forum
09/06/2021	Council Meeting – Budget Submissions
15/06/2021	Audit & Risk Committee Meeting
16/06/2021	SMG Agenda Review
16/06/2021	Council Meeting

**Moved:** Cr Jodie Pretlove

**Seconded:** Cr Tom Houlihan

**That Council send a congratulatory letter to Michael ‘Beardy’ Bull on his recent achievement of 600 Senior Games with the Goroke Football Club and Border Districts Football Club.**

**Carried (5/0)**



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### **7.3 COUNCILLOR TREVOR DOMASCHENZ**

27/05/2021	Childcare Meeting
28/05/2021	Public Budget Submissions – Special Meeting
02/06/2021	Councillor Forum
03/06/2021	Childcare Meeting
09/06/2021	Council Meeting – Budget Submissions
15/06/2021	Wimmera Mallee Tourism Meeting
16/06/2021	SMG Agenda Review
16/06/2021	Council Meeting

### **7.4 COUNCILLOR TIM MEYER**

28/05/2021	Public Budget Submissions – Special Meeting
02/06/2021	Councillor Forum
09/06/2021	Council Meeting – Budget Submissions
16/06/2021	SMG Agenda Review
16/06/2021	Council Meeting

### **7.5 COUNCILLOR TOM HOULIHAN**

28/05/2021	Public Budget Submissions – Special Meeting
02/06/2021	Councillor Forum
09/06/2021	Council Meeting – Budget Submissions
16/06/2021	SMG Agenda Review
16/06/2021	Council Meeting



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### 7.6 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.

### 8.0 CONDOLENCES

John 'Jack' Mills passed away yesterday. Jack was the Kaniva Community's last WWII veteran, longest serving CFA member in Victoria. Excellent volunteer and set an example for the community.

Well known community member as a building operator for many years. Joined the Army and has seen many years of active service, very well-known and liked member of the community.

**Moved: Cr Tim Meyer**

**Seconded: Cr Tom Houlihan**

**That Council send a letter of condolence to the family of John 'Jack' Mills on his passing on the 15<sup>th</sup> June 2021.**

**Carried (5/0)**

### 9.0 NOTICES OF MOTION

Nil

### 10.0 COUNCILLOR FORUM RECORD – 5 MAY 2021

#### RECOMMENDATION:

**That the Record for the Councillor Forum held Wednesday 5 May 2021 be received and noted.**

**Moved: Cr Jodie Pretlove**

**Seconded: Cr Tim Meyer**

**That the Record for the Councillor Forum held Wednesday 5 May 2021 be received and noted.**

**Carried (4 for/1 abstain)**





**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

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**11.0 DEPUTATIONS AND PETITIONS**

Nil



## **12.0 INFRASTRUCTURE DEVELOPMENT & WORKS**

### **12.1 PROPOSED TREE REMOVAL – WENDY GARTON**

**FILE NUMBER: PS0389**

**REPORT AUTHOR: BERNIE MADDERN, CONTRACTS MANAGER**

#### **FOR DECISION**

##### Introduction

Consideration of a report on a street tree removal application received from Wendy Garton of 121 Elizabeth Street Edenhope, for the removal of one large Gum tree in the road pavement adjacent to her property.

##### Background

This tree is a large Gum tree and is situated on the sealed road pavement adjacent a block of units at 121 Elizabeth Street Edenhope. The tree is very well established and is quite old.

The tree removal request for this tree was received from Wendy Garton dated 15 January 2021.

This request has been referred to Council as it is an aged and significant tree, and where there is a request for removal of such tree, and if in doubt, it should be referred to Council.

##### Risk Management Implications

Any street tree can pose a potential risk to the general public, however this risk is mitigated through Council's street tree management program through its periodic inspections and maintenance program.

There are transmission powerlines on the south side and the tree in question has been trimmed by Powercor several times in the past.

The applicant has stated the primary risk as flooding in the back yard due to the water being unable to drain away in the street kerb & channel.

##### Legislative Implications

Compliance with the Electrical Safety Victoria (Electric Line Clearance) Regulations 2010.

##### Environmental Implications

This tree has been trimmed on the south side to allow clearance from adjacent power lines. The trees removal would have a negative impact on the streetscape, as there are no other similar sized tree in close proximity to provide valuable shade in summer.

##### Financial and Budgetary Implications



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

The cost of the tree removal will be allocated against the street tree vegetation removal budget if Council decided that the tree is to be removed.

Cost of removal	\$1,200.00
Cost of stump removal	<u>\$400.00</u>
Total Cost	\$1,600.00

### Policy Implications

The application for removal of this tree has been assessed and it does not fall within clause 5.2.1 - Tree Removal criteria in Council's Street Tree Policy.

### Council Plan Implications

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

- Strategic Objective 3: Quality sustainable community services and infrastructure.

### Communication Implications

A tree removal request was received from Wendy Garton on 15 January 2021 stating that *“this tree is located in the bitumen on the side of the main road. It's leaves and twigs are blowing into my yard and spouting requiring constant cleaning and the gutters in the street at front are continually blocked and stopping the flow of the water from the stormwater pipe from my unit which causes the water to be unable to get away, and my elderly tenant having her backyard flooded which unables her to get to clothes line.”*

As the applicants reason for removal is based primarily on the stormwater drainage issue, Council has undertaken a brief survey to ascertain the lifting of the kerb & channel and what would be required to rectify this issue, as the tree removal alone would not solve the drainage problem. The result is that approximately 20 lineal metres of kerb & channel would need to be replaced at an estimated cost of \$3500 - \$4000.

A Council tree risk assessment was carried out on 20 May 2021 stating that tree is mature aged and in good condition, and that there are no current risks with Powercor pruning carried out as required.

### Conclusion

This Gum tree is very well established and is quite old, and in a healthy condition offering good shade value. This is the only significant shade tree along this section of Elizabeth street.

While the applicant has requested its removal, it does not meet the criteria, particularly when the primary reason is the kerb & channel preventing the flow of water.



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

It is recommended that Council replaces the relevant section of kerb & channel to alleviate the drainage issue affecting Wendy Garton's property.

The Council risk assessment has stated that there are no current risks with this tree.

If Council decides to remove the tree, consideration may be given to a street tree planting program through this section of Elizabeth Street where there is room for additional planting.

### **OFFICER RECOMMENDATION:**

**That Council does not approve of the tree removal request from Wendy Garton to remove the Gum tree adjacent to her property at 121 Elizabeth Street Edenhope, and that the relevant section of kerb & channel is replaced to alleviate the drainage issue.**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Tom Houlihan**

**That West Wimmera Shire Council**

- 1. Replace the relevant section of kerb & channel at 121 Elizabeth Street, Edenhope to alleviate the drainage issue.**
- 2. Remove the tree from the sealed road at 121 Elizabeth Street, Edenhope to allow the street sweeper to clean the gutter.**

**Carried (5/0)**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
12.1.1	Tree Removal Request Garton	C21/4232
12.1.2	Council Tree Removal Report	C21/4236
12.1.3	Tree Risk Assessment	C21/4237
12.1.4	Map	C21/4238
12.1.5	Photos	C21/4239



## **13.0 CORPORATE & COMMUNITY SERVICES**

### **13.1 REVENUE AND RATING PLAN**

**FILE NUMBER: FM002**

**REPORT AUTHOR: LEILANI DAWES, RATES COORDINATOR, MELANIE JORDAN, FINANCE COORDINATOR**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) is required to adopt a Revenue and Rating Plan (The Plan) by 30 June 2021 in accordance with s93 of the *Local Government Act 2020*.

The Revenue and Rating Plan will repeal, replace and incorporate the existing Rating Strategy and extend the scope to include other Revenue sources.

The Revenue and Rating Plan forms part of the integrated planning framework. It governs how Council will generate income from a variety of sources for the coming 4-year period, and integrates with the Community Vision, Council Plan, Asset Plan, Annual Budget and Long Term Financial Plan.

The Plan does not dictate the quantum of rates and revenue available to Council but the framework, strategy and basis for generation of income sources.

Following Community Engagement, The Plan as attached, is presented to Council for decision, with view to adopt at the June Council Meeting.

##### Declaration of Interests

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

##### Background

The Revenue and Rating Plan will include the rating system. A rating is developed to provide a fair and equitable system for all ratepayers.

The rating system details the rating structure and outlines the charges included for consideration, along with the legislative framework applicable as imposed by the *Local Government Act 1989*. The rating system determines how Council will raise money from



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

properties and the proportion contributed by each property but does not dictate the total amount to be raised.

The *Local Government Act 1989* allows Council to determine the distribution of the rates and charges across the community through General Rates, Municipal Charges, Service Fees and Charges and Special Rates and Charges. There are options for rebates and early payment incentives.

Council was presented with the rating options available under the *Local Government Act 1989* at the February 2021 Council Forum. In the February 2021 Council Meeting, Council provided guidance for the rating strategy detail to be included in The Plan including:

- Service Fees and Charges s162: Council seeks full cost recovery through service fees and charges for waste recovery under a ‘User Pays’ Principal.
- Special Rates and Charges s163: No Special Rates and Charges will be levied.
- Incentives for Prompt Payment s168: No Incentives for Prompt Payment will be offered.
- Rebates and Concessions s169: No Additional Rebates or Concessions will be Levied.
- Rate Capping Part 8A: No Application for Higher Rate Cap will be made
- Municipal Charge s159: Maintain a municipal charge
- Valuation System s157: Continue with Capital Improved Valuation Base.
- General Rates s160, s161: Continue with a uniform general rate.

The Plan puts these recommendations into practice with regards to Council’s rating system.

The Plan also details how and when other revenue opportunity will be generated, including grants, fees and charges (user and statutory), contributions, interest on investments and borrowings.

The Plan has been developed in accordance with the *Local Government Act 2020* s9 overarching governance principles and supporting principles.

### Risk Management Implications

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

### Legislative Implications

*Charter of Human Rights and Responsibilities Act 2006*

*Local Government Act 1989*

*Local Government Act 2020*

*Local Government (Planning and Reporting) Regulations 2020*

*Penalty Interest Rates Act 1983*

*Valuation of Land Act 1960*



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

*Electricity Industry Act 2020*  
*Fire Service Property Levy Act 2012*  
*Cultural and Recreational Lands Act 1963*  
*Gender Equality Act 2020*  
*Domestic Animals Act 1994*  
*Planning and Environment Act 1987*  
*Planning and Environment (Fees) Regulations 2016*  
*Subdivision (Fees) Regulations 2016*  
*Monetary Units Act 2004*  
*Environment Protection Act 2017*  
*Food Act 1984*  
*Public Health and Wellbeing Act 2008*  
*Residential Tenancies Act 1997*

### Environmental Implications

Nil

### Financial and Budgetary Implications

The Plan will shape how Council generates revenue for the next 4 years. It will not determine how much can be raised but establish a transparent framework for determining rates, fees and charges ensuring predictable, consistent revenue for the future.

The Plan will support Council in meeting its obligations of economic sustainability and ongoing financial viability in accordance with Section 9(2)(c) and (g) of *Local Government Act 2020*. Once adopted the Revenue and Rating Plan will be used to guide the development of future budgets of Council.

### 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  
Business Continuity Policy  
Community Engagement Policy  
Council Grants Policy  
Council Major Hall Hire Policy  
External Hire of Plant Policy  
Rate Recovery & Financial Hardship Policy  
Council Major Hall Hire Policy  
External Hire of Plant Policy



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### Council Plan Implications

Council is currently working towards developing a Community Vision and new Council Plan, extensive community consultation is being carried out to inform these documents. Until the new Council Plan is in place (due October 2021), the Rating and Revenue Plan has been prepared on the existing strategic objectives of the Council Plan and will feed into Council's budgeting and long-term financial planning documents.

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.
- 

### Communication Implications

Community engagement of The Plan has been undertaken in alignment with the Community Engagement Policy.

The community engagement strategy is detailed in Section 5 of the plan.

Level of Engagement: Consult

Type of Engagement: Participatory (submissions)

Draft Revenue and Rating Plan prepared by officers;

Draft Revenue and Rating Plan placed on public exhibition calling for public submissions;

Community engagement through local news outlets, website publication, customer service hard copies and social media;

Consideration of public submissions; and

Present the Draft Revenue and Rating Plan, with any revisions, to the June Council meeting for adoption.

No submissions were received during the consultation period, the Plan as attached has had no amendments from the draft endorsed at the May Council meeting.

### Gender Equality

A Gender Impact Assessment (as defined in the Gender Equality Act 2020) has been undertaken in relation to this matter in accordance with the Gender Equality Act (2020)





## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### Conclusion

The Plan defines Council's revenue raising framework for the next four years and is required to be adopted by 30 June 2021 in accordance with the *Local Government Act 2020*. The Plan received no feedback during community engagement and no changes have been made since the endorsement for consultation at the May Council Meeting. The Plan is now presented to Council with the recommendation to adopt.

### **OFFICER RECOMMENDATION:**

**That Council:**

**Adopt the Revenue and Rating Plan, appended as Attachment.**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Jodie Pretlove**

**That Council Adopt the Revenue and Rating Plan, appended as Attachment.**

**Carried (5/0)**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
13.1.1	Revenue and Rating Plan	
13.2.1	Gender Impact Statement	



**14.0 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.*

**OFFICER RECOMMENDATION:**

**That Council consider the following late items of business:**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Jodie Pretlove**

**That Council consider the following late items of business:**

**14.1 2021/22 BUDGET REPORT**

**FILE NUMBER:**

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

**Carried (5/0)**

**14.1 ADOPTION OF WEST WIMMERA SHIRE COUNCIL 2021/22 BUDGET**

**FILE NUMBER: FM0055**

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



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### FOR DECISION

#### Introduction

This report presents West Wimmera Shire Council (Council) with the final proposed 2021/22 Budget for adoption.

#### Declaration of Interests

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

#### Background

Section 94 of the *Local Government Act 2020* (the Act) requires that Council prepare a budget for each financial year and the subsequent 3 financial years. Section 94 (1)(a) of the Act requires that Council must adopt its annual budget by 30 June each year.

Under section 55(d) of the *Local Government Act 2020* (the Act), Council is required to apply its Community Engagement Policy to the Annual Budget Development. Council resolved at its Meeting held 5 May 2021 to consult with the community and receive submissions on the proposed budget up to 5.00pm Friday 21 May 2021. Council held a special meeting to receive the submissions on 28 May 2021 at the Edenhope Community Centre.

Council has made the following alterations to the draft budget as advertised;

- The role of CEO has been updated to reflect the appointment of David Bezuidenhout on 10<sup>th</sup> May 2021.
- The final estimated VGC allocations were communicated to Council on 20<sup>th</sup> May 2021. Council has been informed that it will receive an additional \$47,480 in funding.
- Capital works have been increased by \$18,184 to allow for the inclusion of a final seal to Patyah Rd Ch. 3220 - Ch. 3440 - 6.2m (\$8,184) and an allocation for planning and initial works of stone wall entrances and signage to Edenhope (\$10,000).
- Public budget submissions were received by Council at a Special Council Meeting on 28<sup>th</sup> May 2021 and these submissions were considered by Council at its meeting on 9<sup>th</sup> June 2021. Per Council resolutions, the following changes have been made to the budget in relation to public submissions;
  - o Contribution to Edenhope Tourism Inc. increased by \$2,200
  - o \$20,000 for investigation and advocacy into childcare needs in the Shire.

The overall operating result budgeted for 2021/22 is a deficit of \$0.43 million. Given Council's very strong cash position, this budget reflects a drawdown of cash reserves of \$0.40 million in order to provide maximum benefit to the community, whilst still



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

maintaining a strong working capital level and cash position. This operating deficit can be predominantly attributed to the following new or expanded initiatives:

- Council recognises the importance of community and volunteer assistance, particularly as the recovery from the Covid-19 pandemic is still underway. As such, Council has committed additional funding to significantly expand the Community Grants Program. A new program to assist volunteer organisations is also proposed.
- As external grants are of vast importance to Council's sustainability, Council has also committed additional cash to a shovel-ready projects fund to assist in the ability to apply for all available funding opportunities as the arise.
- Council has committed funding of around \$0.20 million for scoping works and 'shovel-ready' projects, including for investigation and advocacy into childcare needs in the Shire.

### ***Income***

Rates and charges revenue for 2021/22 is budgeted at \$8.08 million. This represents a 1.5% increase as per the rate cap under the 'Fair Go Rates System.' The preliminary valuations have shown an overall increase to property values of 19.18%. Due to this reason, the cent in the dollar rate is budgeted to decrease from \$0.2255 in 2020/21 to \$0.1920 in 2021/22, a decrease of 14.86%. It is noted at the time of writing this report, the final valuations had not yet been received.

Council continues to maintain a low rate base when compared to other like Councils. Rates charged as a percentage of property values within the municipality has fallen to 0.22% across the 2021/22 proposed budget, which is significantly under the average for small rural councils at 0.6% (source: KnowYourCouncil.vic.gov.au).

Overall budgeted average rates and charges payable for 2021/22 will be \$1,696.55, including rates, municipal charge and waste management charge. This represents an increase of \$25.07 over the previous year.

Statutory fees and User fees both show small increases, largely in line with fee increases.

Budgeted operating grants income has shown a small increase of \$12,000 over the 2021/22 projection. This is a result of a decrease in grants received by Council for emergency management during the Covid-19 pandemic, however offset by an increase to Victorian Grants Commission (VGC) funding. Additional funds may well be announced in the future, but at this time Council is not aware of any emergency management funding to be received in the 2021/22 year.

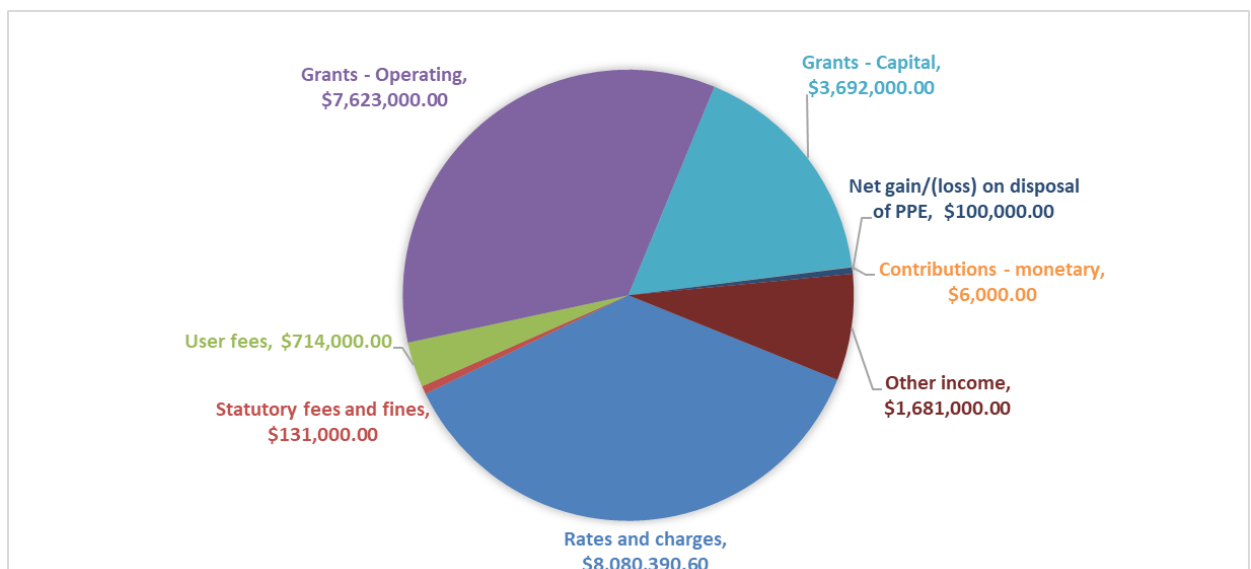
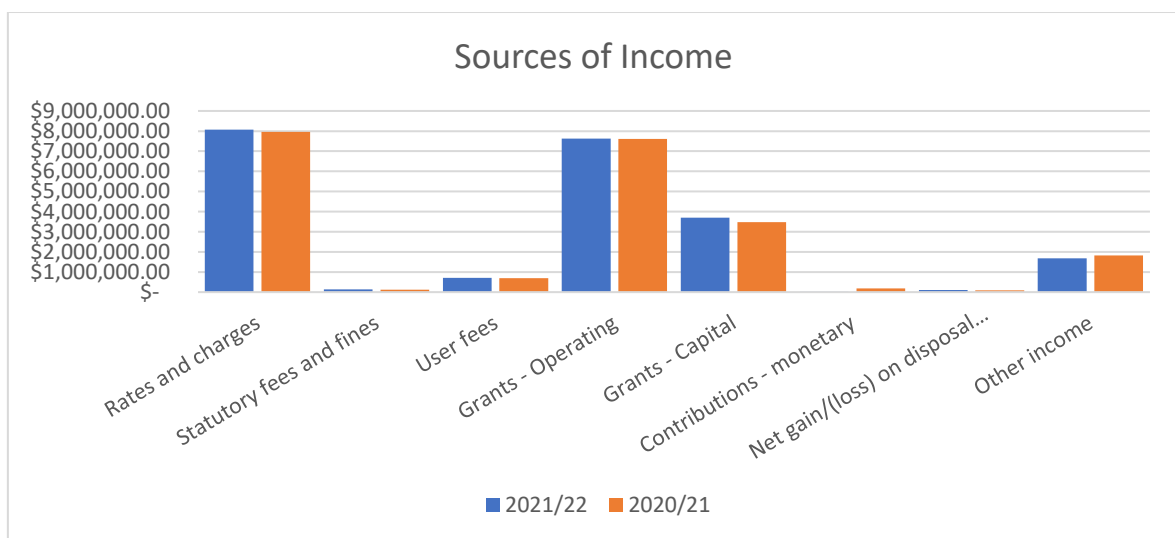
Capital grants budgeted show an increase of \$0.22 million for 2021/22. A decrease in funding from the LRCI program of \$0.41 million is offset by funding of \$1.04 million collectively from the Heavy Vehicle Safety and Productivity Program and Agrilinks Funding.



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

Contributions received refers to monies received from other sources such as community groups as a contribution to projects managed by Council. Contributions are anticipated to decrease by \$0.18 million for 2021/22 in line with a reduction in projects carrying contributions.

Income sources and comparisons to the projected result for 2021/22 are summarised in the following charts and can be seen in the Comprehensive Income Statement in the attached proposed budget document. Total revenue is \$22.03 million, an increase of \$0.07 million on 2020/21 projections.



### *Expenditure*



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

Employee operating costs for 2021/22 are budgeted at \$8.15 million. This represents a \$0.26 million or 3.31% increase over the forecasted amount for 2020/21. Wages and salaries are budgeted to increase in line with the current EBA, with larger increases expected for WorkCover and Superannuation.

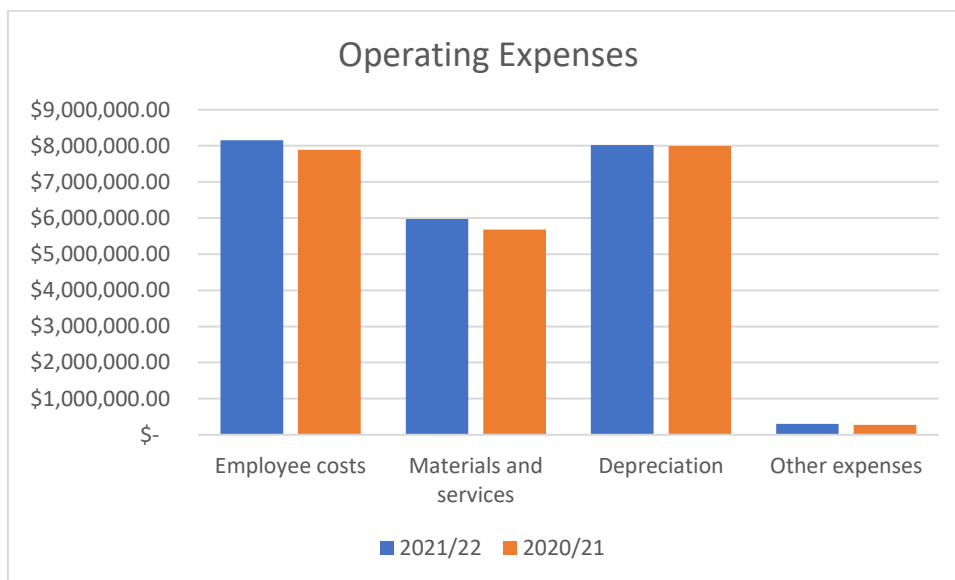
Materials and services costs are budgeted to increase by \$0.31 million or 5.47% largely in line with expected cost increases. Notably, consultants are budgeted to increase 80.25% as a result of Council committing funds to shovel-ready projects and feasibility activities.

A full independent revaluation of road assets was undertaken in October 2020 and has led to an increase in the carrying values of these assets. As such, depreciation will increase to \$8.02 million for 2021/22.

Other expenses have increased slightly by \$0.02 million, including increased lease costs on information technology equipment and office furniture.

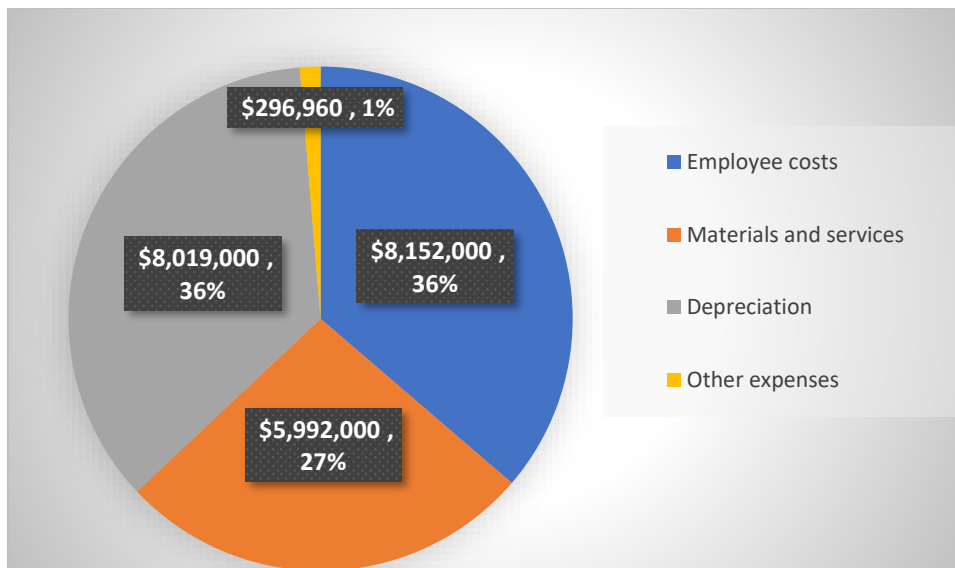
Council proposes no new borrowings for the 2021/22 year.

The following charts summarise Council expenditure with the total anticipated expenditure for 2021/22 at \$22.46 million, an increase of \$0.61 million from the prior year.





## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL



Council's capital works program for the 2021/22 year is budgeted to be \$8.075 million. This amount will include \$6.76 million in renewal expenditure. The capital works program will be funded by capital grants of \$3.71 million, the sale of redundant or obsolete assets and community contributions of \$0.23 million, whilst \$4.13 million will be funded from Council operations. Included in the budget papers is a detailed schedule of capital works.

### Risk Management Implications

The provision of an annual budget form central planks in Council's internal control mechanisms.

The annual budget allows Council to have a baseline for measuring its financial performance and sustainability, and also allow Council to control and allocate its resources forming a strong mitigation to financial, fraud, operational and reputational risk to Council.

### Legislative Implications

Local Government Act 1989:

- Sections 154 – 181 – Rates and charges

Local Government Act 2020:

- Section 94 – The budget
- Section 95 – Revised budget
- Section 96 – Preparation of budget or revised budget

Local Government (Planning and Reporting) Regulations 2020:

- Regulation 7 – The financial statements
- Regulation 8 – Other information to be included

Local Government Amendment (Fair Go Rates) Act 2015

- Capped rate increase



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### Valuation of Land Act 1960

- Valuation of all properties within the Shire

Under section 55(d) of the *Local Government Act 2020* (the Act), Council is required to apply its Community Engagement Policy to the Annual Budget Development. Members of the public are entitled to make a submission to the budget under section 94 of the Act.

### Environmental Implications

Not commented on

### Financial and Budgetary Implications

The adoption of the Council Budget annually are the fundamental building blocks in Council's financial management framework.

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

### Policy Implications

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

Advocacy Policy  
Asset Capitalisation Policy  
Asset Management Policy  
Borrowings Policy  
Communications Policy  
Community Engagement Policy  
Fraud & Corruption Control Policy  
Investment Policy  
Procurement Policy

### Council Plan Implications

This report supports all 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.





## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

- 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

Under section 55(d) of the *Local Government Act 2020* (the Act), Council is required to apply its Community Engagement Policy to the Annual Budget Development. Members of the public are entitled to make a submission to the budget under section 94 of the Act. Council has now complied with these requirements of the Act for the 2021/22 budget.

The proposed 2021/22 budget has been displayed at Council's service centres in Edenhope and Kaniva and also on Council's website. Public advertisements were conducted in newspapers, on Council's social media and displayed on public notice boards. Council also held two public information drop-in sessions on the proposed 2021/22 budget on 18<sup>th</sup> May at the Edenhope Community Centre and 19<sup>th</sup> May at the Kaniva Hall.

Once adopted, copies of the adopted Budget will be made available in Council's customer service centres and on Council's website. Copies of each document will also be forwarded to the Minister for Local Government and the State Library.

### Gender Equality

A Gender Impact Assessment (as defined in the Gender Equality Act 2020) has been completed.

### Conclusion

Council is required under the Act to prepare and adopt a Budget each year, after public consideration consistent with Council's Community Engagement Policy.

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

The proposed budget as presented fulfils all of these requirements.



## COUNCIL MEETING MINUTES – 16 JUNE 2021 WEST WIMMERA SHIRE COUNCIL

### **OFFICER RECOMMENDATION:**

That Council:

1. Adopt the 2021/22 Budget, along with any adopted amendments resultant from any public submissions received and considered by Council; and
2. As per the budget document, raise a total amount of rates and charges of \$8,060,308 for the 2021/22 financial year; and
3. That in accordance with Section 158 of the Local Government Act 1989 declare a General Rate of 0.1920 cents in the dollar of the Capital Improved Value within the municipal district for all rateable land for the rating period commencing 1 July 2021 and ending 30 June 2022, and
4. That Council notes that the General Rate of 0.1920 in the dollar of the Capital Improved Value as noted in recommendation 3 is subject to confirmation from the Valuer General of Victoria of the valuations within West Wimmera Shire and the issuance of a Certificate 7A under the Valuation of Land Act 1960. Should valuations change materially, there will be a requirement to amend the General Rate in the dollar in order to ensure compliance with the Local Government Amendment (Fair Go Rates) Act 2015. However, this will have no impact on the total rates revenue raised, and
5. That Council proposes that all rates for rateable land be determined by multiplying the Capital Improved Value of the rateable land by the relevant General Rate indicated at recommendation 3 above, and
6. That in accordance Section 167 (1) of the Local Government Act 1989, the general rates and service charges be payable by:
  - a. Four instalments for which the gazetted instalment dates as fixed by the Minister are as follows: 30 September 2021, 30 November 2021, 28 February 2022 and 31 May 2022; or,
  - b. Lump sum by 15 February 2022, and
7. That in accordance with Section 159 of the Local Government Act 1989, a municipal charge of \$157.93 will be levied against any rateable land on which a municipal charge may be levied for the rating period commencing on 1 July 2021 and ending on 30 June 2022, and
8. That in accordance with Section 162 of the Local Government Act 1989, the following an annual waste management service charges will be declared for the period commencing 1 July 2021 and ending 30 June 2022:
  - Urban 120 litre bin collection: \$435.76 per service
  - Rural 120 litre bin collection: \$61.46 per service
  - Commercial 240 litre bin collection: \$64.52 per service, and



**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

9. Public Notice of the adoption of the budget be made; and
10. Advise any person(s) making a submission as to the outcome of that submission; and
11. Forward a copy of the adopted 2021/22 Budget to the Minister for Local Government, and make copies of the adopted 2021/22 Budget available for public perusal at Council's Customer Service Centres in Edenhope and Kaniva, and also on Council's website.

**Moved:** Cr Trevor Domaschenz

**Seconded:** Cr Tim Meyer

**That Council:**

1. Adopt the 2021/22 Budget, along with any adopted amendments resultant from any public submissions received and considered by Council; and
2. As per the budget document, raise a total amount of rates and charges of \$8,060,308 for the 2021/22 financial year; and
3. That in accordance with Section 158 of the Local Government Act 1989 declare a General Rate of 0.1920 cents in the dollar of the Capital Improved Value within the municipal district for all rateable land for the rating period commencing 1 July 2021 and ending 30 June 2022, and
4. That Council notes that the General Rate of 0.1920 in the dollar of the Capital Improved Value as noted in recommendation 3 is subject to confirmation from the Valuer General of Victoria of the valuations within West Wimmera Shire and the issuance of a Certificate 7A under the Valuation of Land Act 1960. Should valuations change materially, there will be a requirement to amend the General Rate in the dollar in order to ensure compliance with the Local Government Amendment (Fair Go Rates) Act 2015. However, this will have no impact on the total rates revenue raised, and
5. That Council proposes that all rates for rateable land be determined by multiplying the Capital Improved Value of the rateable land by the relevant General Rate indicated at recommendation 3 above, and
6. That in accordance Section 167 (1) of the Local Government Act 1989, the general rates and service charges be payable by:



**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

- a. Four instalments for which the gazetted instalment dates as fixed by the Minister are as follows: 30 September 2021, 30 November 2021, 28 February 2022 and 31 May 2022; or,
  - b. Lump sum by 15 February 2022, and
7. That in accordance with Section 159 of the Local Government Act 1989, a municipal charge of \$157.93 will be levied against any rateable land on which a municipal charge may be levied for the rating period commencing on 1 July 2021 and ending on 30 June 2022, and
  8. That in accordance with Section 162 of the Local Government Act 1989, the following an annual waste management service charges will be declared for the period commencing 1 July 2021 and ending 30 June 2022:
    - Urban 120 litre bin collection: \$435.76 per service
    - Rural 120 litre bin collection: \$61.46 per service
    - Commercial 240 litre bin collection: \$64.52 per service, and
  9. Public Notice of the adoption of the budget be made; and
  10. Advise any person(s) making a submission as to the outcome of that submission; and
  11. Forward a copy of the adopted 2021/22 Budget to the Minister for Local Government, and make copies of the adopted 2021/22 Budget available for public perusal at Council's Customer Service Centres in Edenhope and Kaniva, and also on Council's website.

**Carried (5/0)**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Jodie Pretlove**

**That the West Wimmera Shire Council are not to be able to remove monies assigned to a specific project in the budget simply because it was not completed in that budget year, unless accepted through a Council Resolution.**

**Carried (5/0)**



**COUNCIL MEETING MINUTES – 16 JUNE 2021  
WEST WIMMERA SHIRE COUNCIL**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Jodie Pretlove**

**That West Wimmera Shire Council set aside an additional unallocated \$500,000 in the budget as a fund to match grants that may come up in the next year or for new projects that arise.**

**This money can only be allocated at an open meeting by resolution.**

**This extra money is to be added to the shovel ready fund.**

**Lost (1 for/4 against)**

**Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
	WWSC Proposed 2021-22 Budget for Adoption	

**MEETING CONCLUDED: 4:08PM**

**NEXT MEETING: 21 JULY 2021  
KANIVA COUNCIL CHAMBER**