



## COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

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**HELD:** Wednesday, 16 February 2022

**LOCATION:** Microsoft Teams

**COMMENCED:** 7.00pm

**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>Executive Leadership Group</b>
Bruce Meyer OAM, Mayor Jodie Pretlove, Deputy Mayor Trevor Domaschenz Tim Meyer Tom Houlihan	David Bezuidenhout Chief Executive Officer (CEO) Ram Upadhyaya Director Infrastructure, Development and Works (DIDW) James Bentley Director Corporate and Community Services (DCCS)

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

*Members of the public are reminded that they are required to remain silent  
during this meeting, except during Section 4.0 Questions from the Gallery.*

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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 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

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## **COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL**

### **1.0 WELCOME**

#### **OFFICER RECOMMENDATION:**

**That in view of risk mitigation during the current COVID-19 Pandemic, public access to this meeting will be limited to live streaming from Council's website [www.westwimmera.vic.gov.au](http://www.westwimmera.vic.gov.au) and a recording is to be made available post meeting via Council's website.**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That in view of risk mitigation during the current COVID-19 Pandemic, public access to this meeting will be limited to live streaming from Council's website [www.westwimmera.vic.gov.au](http://www.westwimmera.vic.gov.au) and a recording is to be made available post meeting via Council's website.**

**Carried (5/0)**

#### **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.

### **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.*

Cr Jodie Pretlove declared a Conflict of Interest in Item 13.4 Council Funding Requests – Number 3: Edenhope Race Club request for Council to sponsor the 2022 Edenhope Cup Event.



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



#### **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 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 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL**

### **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)**

16/12/2021	Kaniva School Student Citizenship Awards
16/12/2021	Goroke School Student Citizenship Awards
16/12/2021	Terry Ough's Farewell BBQ
17/12/2021	Wimmera Regional Library Board Meeting
17/12/2021	Wimmera Southern Mallee Media and Council Liaison Meeting
20/12/2021	Audit and Risk Committee Meeting
20/12/2021	Childcare Feasibility Study Discussion
20/12/2021	WDA – WSM Housing and WSM Socio Economic Value of Recreational and Environmental Water
06/01/2022	Lawloit Hall Committee – Elect Committee of Management
13/01/2022	MAV Update and Poolajelo site visit with Cr. David Clark, MAV President
14/01/2022	Governor General Meeting - Poolaijelo Fire
18/01/2022	Hon David Littleproud and Dr. Anne Webster, MP Poolaijelo Fire Site Tour and Lunch
20/01/2022	Councillor Discussion Meeting
24/01/2022	Minister Mary-Anne Thomas, Australian Labor Party – Poolaijelo Fire
25/01/2022	Australia Day Ambassador Dinner
26/01/2022	Australia Day 2022 Goroke Event
26/01/2022	Australia Day 2022 Apsley Event
27/01/2022	Special Council Meeting
28/01/2022	Community Consultation Lake Wallace
02/02/2022	Councillor Forum
02/02/2022	Special Council Meeting
03/02/2022	MAV Rules Review Consultation
09/02/2022	CEMAC Committee Meeting
09/02/2022	Confidential Council Meeting
15/02/2022	Australian Rare Earths Meeting
16/02/2022	Council Meeting

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

20/12/2021	Childcare Feasibility Study Discussion
20/12/2021	WDA – WSM Housing and WSM Socio Economic Value of Recreational and Environmental Water





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20/01/2022	Councillor Discussion Meeting
27/01/2022	Special Council Meeting
28/01/2022	Community Consultation Lake Wallace
02/02/2022	Councillor Forum
02/02/2022	Special Council Meeting
09/02/2022	CEMAC Committee Meeting
09/02/2022	Confidential Council Meeting
16/02/2022	Council Meeting

### 5.3 COUNCILLOR TREVOR DOMASCHENZ

16/12/2022	Lake Wallace Strategic Plan Meeting
16/12/2021	Soup Snags and Black Dogs Event – Lifeforce Edenhope
20/12/2021	West Grampians Rural Water Supply Project Steering Committee Meeting
20/12/2021	Childcare Feasibility Study Discussion
20/12/2021	WDA – WSM Housing and WSM Socio Economic Value of Recreational and Environmental Water
2/01/2022	Onsite Meeting at Edenhope Aerodrome
18/01/2022	Hon David Littleproud and Dr. Anne Webster, MP Poolaijelo Fire Site Tour and Lunch
20/01/2022	Community Support for Fires - Drop In Day at Poolaijelo Hall – Agriculture VIC/WWSC
20/01/2022	Councillor Discussion Meeting
25/01/2022	Wimmera Mallee Tourism meeting
26/01/2022	Australia Day 2022 Edenhope Event
27/01/2022	Special Council Meeting
28/01/2022	Community Consultation Lake Wallace
02/02/2022	Councillor Forum
02/02/2022	Special Council Meeting
08/02/2022	West Wimmera Tourism Advisory Committee
09/02/2022	CEMAC Committee Meeting
09/02/2022	Confidential Council Meeting
10/02/2022	Information Session Wombelano Windfarm, Charam Hall
15/02/2022	Wimmera Mallee Tourism Meeting
16/02/2022	Council Meeting

### 5.4 COUNCILLOR TIM MEYER

16/12/2021	Terry Ough's Farewell BBQ
20/12/2021	Childcare Feasibility Study Discussion
20/12/2021	WDA – WSM Housing and WSM Socio Economic Value of Recreational and Environmental Water



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13/01/2022	MAV Update and Poolajello site visit with Cr. David Clark, MAV President
18/01/2022	Hon David Littleproud and Dr. Anne Webster, MP Poolajello Fire Site Tour and Lunch
20/01/2022	Councillor Discussion Meeting
25/01/2022	Australia Day Ambassador Dinner
26/01/2022	Australia Day 2022 Kaniva Event
26/01/2022	Australia Day 2022 Edenhope Event
26/01/2022	Australia Day 2022 Dergholm Event
27/01/2022	Special Council Meeting
28/01/2022	Wimmera Southern Mallee Regional Transport Group (WSMRTG)
02/02/2022	Councillor Forum
02/02/2022	Special Council Meeting
09/02/2022	CEMAC Committee Meeting
09/02/2022	Confidential Council Meeting
14/02/2022	<del>Goroke Recreation Reserve Pavilion and Change Rooms Project Update &amp; Participation Plan</del>
16/02/2022	Council Meeting

### 5.5 COUNCILLOR TOM HOULIHAN

16/12/2021	Terry Ough's Farewell BBQ
20/12/2021	West Grampians Rural Water Supply Project Steering Committee Meeting
20/12/2021	Childcare Feasibility Study Discussion
20/12/2021	WDA – WSM Housing and WSM Socio Economic Value of Recreational and Environmental Water
18/01/2022	Hon David Littleproud and Dr. Anne Webster, MP Poolajello Fire Site Tour and Lunch
20/01/2022	Councillor Discussion Meeting
25/01/2022	Australia Day Ambassador Dinner
26/01/2022	Australia Day 2022 Harrow Event
27/01/2022	Special Council Meeting
02/02/2022	Councillor Forum
02/02/2022	Special Council Meeting
09/02/2022	CEMAC Committee Meeting
09/02/2022	Confidential Council Meeting
16/02/2022	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 – 15 DECEMBER 2021**

#### **RECOMMENDATION:**

**That the Minutes of the Council Meeting held on Wednesday, 15 December 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, 15 December 2021 be taken as an accurate record and confirmed pending any amendments that may be necessary to be made.**

**Carried (5/0)**

### **8.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **9.0 NOTICES OF MOTION**

#### **9.1 LAKE WALLACE COMMITTEE OF MANAGEMENT – NOM 2022/01 – CR TREVOR DOMASCHENZ.**

During our recent Special Council Meeting on the weed cutting of Lake Wallace, it was raised that there was a risk of up to 20 years imprisonment from being a Councillor through being part of a Council Committee of Management.

Motion

That West Wimmera Shire Council articulate via a report to Councillors the risks to them from being a Councillor when Council is the Committee of Management and the mitigation of that risk.



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**Moved: Cr. Trevor Domaschenz**

**Seconded: Cr. Jodie Pretlove**

**That West Wimmera Shire Council articulate via a report to Councillors the risks to them from being a Councillor when Council is the Committee of Management and the mitigation of that risk.**

*Amendment*

**Moved: Cr. Tim Meyer**

**Seconded: Cr. Tom Houlihan**

**That West Wimmera Shire Council articulate via a report to Councillors the risks to them from the industrial manslaughter laws and our roles as Councillors.**

**Carried (5/0)**

*Amendment becomes the motion.*

**Moved: Cr. Tim Meyer**

**Seconded: Cr. Tom Houlihan**

**That West Wimmera Shire Council articulate via a report to Councillors the risks to them from the industrial manslaughter laws and our roles as Councillors.**

**Carried (5/0)**

### **10.0 COUNCILLOR FORUM RECORD AND SPECIAL COUNCIL MEETINGS**

#### **10.1 COUNCILLOR FORUM RECORD - 20 JANUARY 2022**

##### **RECOMMENDATION:**

**That the Record for the Councillor Forum held Thursday, 20 January 2022 be received and noted.**



## **COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL**

**Moved: Cr. Trevor Domaschenz**

**Seconded: Cr. Tim Meyer**

**That the Record for the Councillor Forum held Thursday, 20 January 2022 be received and noted.**

**Carried (5/0)**

### **10.2 MINUTES OF THE SPECIAL COUNCIL MEETING – 27 JANUARY 2022**

#### **RECOMMENDATION:**

**That the Minutes of the Special Council Meeting held Thursday, 27 January 2022 be taken as an accurate record and confirmed.**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tim Meyer**

**That the Record for the Special Council Meeting held Thursday, 27 January 2022 be taken as an accurate record and confirmed.**

**Carried (4/1 abstain)**

### **10.3 COUNCILLOR FORUM RECORD – 2 FEBRUARY 2022**

#### **RECOMMENDATION:**

**That the Record of the Councillor Forum held Wednesday 2 February 2022 be taken as an accurate record and confirmed.**

**Moved: Cr. Trevor Domaschenz**

**Seconded: Cr. Jodie Pretlove**

**That the amended record for the Councillor Forum held Wednesday 2 February 2022 be received and noted.**

**Carried (5/0)**



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### 10.4 MINUTES OF THE SPECIAL COUNCIL MEETING – 2 FEBRUARY 2022

#### **RECOMMENDATION:**

**That the Minutes of the Special Council Meeting held Wednesday 2<sup>nd</sup> February 2022 be taken as an accurate record and confirmed.**

**Moved: Cr. Tim Meyer**

**Seconded: Cr. Tom Houlihan**

**That the Record for the Special Council Meeting held Wednesday 2<sup>nd</sup> February 2022 be taken as an accurate record and confirmed.**

#### *Amendment*

**Moved: Cr. Trevor Domaschenz**

**Seconded: Cr. Jodie Pretlove**

**That the amended record for the Special Council Meeting held Wednesday 2<sup>nd</sup> February 2022 be taken as an accurate record and confirmed.**

**Carried (5/0)**

### 11.0 DEPUTATIONS AND PETITIONS



## **12.0 CHIEF EXECUTIVE OFFICER AND GOVERNANCE**

### **12.1 FLAG FLYING ON COUNCIL OWNED BUILDINGS AND PROPERTY POLICY**

#### **FILE NUMBER:**

**REPORT AUTHOR: JAMES BENTLEY, DIRECTOR CORPORATE AND  
COMMUNITY SERVICES**

#### **FOR DECISION**

#### Introduction

The purpose of this report is to recommend that the West Wimmera Shire Council (Council) receive the newly developed, Flag Flying on Council Owned Buildings and Property Policy (the policy)(**Attachment 1**) and to consider adopting the policy, to provide clear guidelines and a consistent approach for flying of flags on Council owned buildings and property.

#### Declaration of Interests

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

#### Background

At its Meeting on the 18<sup>th</sup> August 2021, Council received a written question on notice which asked if Council would fly the Rainbow Pride flag from the Council Chambers on the 17<sup>th</sup> of May 2022, being International Day against Homophobia, Biphobia and Transphobia. It was resolved that the decision be discussed in detail at the next Councillor Forum with a decision to be made at a future date.

At the Councillor Forum, held 1 September 2021 the matter was considered and Councillors requested that Council Officers develop a “Flag Flying on Council Owned Buildings and Property policy”.

In preparing the policy, officers have reviewed several other Council flag flying policies. Adoption of this policy will bring West Wimmera Shire Council into alignment with its neighbouring Councils, who have already adopted their own respective flag flying policies.



#### Risk Management Implications

Policies are essential in providing Council with clear guidelines to operate within, whilst remaining compliant and adhering to relevant protocols. Failure to develop and adopt a Flag Flying on Council Buildings and Property Policy may place Council at risk of being non-compliant with Australian National Flag Protocols. It also provides Council with clear guidelines for responding to requests to fly flags.

#### Legislative Implications

Australian National Flag Protocols

Flag Act 1953

#### 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 Policy:

Communications Policy

Community & Commercial Advertising on Council Buildings & Structures Policy

Community Engagement Policy

Community Halls Policy

Media Relations Policy

#### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 4 – Good Governance





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### Communication Implications

Communication in the form of a letter was forwarded to the letter writer on the 12 October 2021 advising a Flag Flying on Council Owned Buildings and Property Policy was under development at that time.

The policy will be made available to all Officers, Councillors and the public through Council's website and hard copies will be made available at Edenhope and Kaniva Council Offices.

### Gender Equality

Not Applicable

### Conclusion

The Flag Flying on Council Owned Buildings and Property Policy has been developed in accordance with the request arising from the 1 September 2021 Councillor Forum and additional matters raised in the 2 February 2022 Councillor Forum. The Policy will provide support and guidance to Council and officers in flying flags on Council owned buildings and property.

### **OFFICER RECOMMENDATION:**

**That Council adopt the Flag Flying on Council Owned Buildings and Property Policy.**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That Council adopt the Flag Flying on Council Owned Buildings and Property Policy.**

**Carried (5/0)**



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### Attachments:

No.	Name	RecFind Ref
12.1.1	Flag Flying on Council Owned Buildings and Property Policy	



### **13.0 CORPORATE AND COMMUNITY SERVICES**

#### **13.1 ROAD RENAMING D MERRETTS ROAD TO CALIBRE ROAD**

**FILE NUMBER: PS00248**

**REPORT AUTHOR: LEILANI DAWES, REVENUE MANAGER AND TRUDIE HOLLAND, RATES & GIS OFFICER**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) has received a request along with three letters of support from surrounding landowners to rename the road located at Lillimur from which is officially named D Merretts Road (but incorrectly signposted Dennis Merretts Rd) to Calibre Road.

At the November 2021 Council meeting commencement of the proposed community consultation was endorsed. This consultation has now been completed and the proposal to rename D Merretts Road to Calibre Road has received tacit support from community members.

##### Declaration of Interests

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

##### Background

At November 2021 Council Meeting Council endorsed for the commencement of community consultation for the proposed renaming of D Merretts Road to Calibre Road.

The proposed consultation as required by the naming rules has been undertaken and tacit support for the proposal has been received.

The renaming process was initiated by request from landowners impacted by the name duplication and signage confusion as demonstrated by the images below.



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### Risk Management Implications

The current situation presents an unacceptable risk for residents and business owners which has caused confusion and many delays.

### Legislative Implications

- *Local Government Act 1989* (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))
- *Road Management Act 2004* (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))
- *Aboriginal Heritage Act 2006* (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))
- *Aboriginal Heritage Regulations 2007* (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))
- *AS/NZS4819:2011 Rural and urban addressing* (at [www.saiglobal.com](http://www.saiglobal.com))
- *Survey Co-ordination Act 1958* (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))
- *Subdivision (Procedures) Regulations 2011* (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))

### Environmental Implications

Nil

### Financial and Budgetary Implications

Advertisement in Kaniva Times \$140.00

Removal of old signs and replaced with correctly named signs

Supply and instalment of new sign will be approximately \$800.00 total

### Policy Implications

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

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 1 – Liveable & Healthy Community
- Goal 4 – Good Governance



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### Communication Implications

Public consultation opened for the renaming of D Merretts Road to Calibre Road on 24 November 2021 and closed 7 January 2022. During the engagement period, the webpage received 8 views, with each viewer spending an average of 3 minutes and 11 seconds on the page.

The following consultation was undertaken:

- 10 (ten) Letters to affected residents, ratepayers or businesses, including a survey.
- Website publication,
- Newspaper publication.

Council received no objections.

*Table 1: Results of Consultation*

Type of consultation	Amount	Non-Responses (Tacit Consent)
Letter of support (Prior to Public Consultation)	3	-
Response from Website/Newspaper publications	0	-
Letters sent to surrounding Owners/Ratepayers	10	10

### Gender Equality

A Gender Impact Assessment (as defined in the *Gender Equality Act 2020*) was not required for this report

### Conclusion

To reduce the duplication of the word 'Merrett' and reduce the risk to public safety in accordance with the Naming Rules published by the Office of Geographic Names the renaming of D Merretts Road, which is signposted as Dennis Merretts Road to Calibre Road proposal should be progressed.

Replacement of both incorrect signs should occur at the conclusion of the renaming process to ensure no interim confusion.



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### **OFFICER RECOMMENDATION:**

**That Council authorise officers to proceed with the renaming of D Merretts Road to Calibre Road and submit the naming proposal to Office of Geographic Names for approval and Gazettal.**

**Moved: Cr. Tim Meyer**

**Seconded: Cr. Tom Houlihan**

**That Council authorise officers to proceed with the renaming of D Merretts Road to Calibre Road and submit the naming proposal to Office of Geographic Names for approval and Gazettal.**

**Carried (5/0)**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
13.1.1	D Merretts Road Rename Request	
13.1.2	Consultation Letter 23 November 2021	



### 13.2 QUARTERLY BUDGET REPORT – DECEMBER 2021

**FILE NUMBER:**

**REPORT AUTHOR: MELANIE JORDAN, CHIEF FINANCIAL OFFICER**

#### **FOR DECISION**

##### Introduction

This report presents West Wimmera Shire Council (Council) with the Quarterly Budget Report for the period ended 31 December 2021.

##### Declaration of Interests

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

##### Background

The *Local Government Act 2020* ('the Act') requires Council to implement the principles of sound financial management (s.101). Section 97 of the Act requires that Council be presented with a quarterly budget report at the conclusion of each quarter of the financial year comparing actual to budgeted revenue and expenditure.

The financial reports show an analysis of the actuals to budget forecasts at 31 December 2021. Where significant variances exist between actual amounts and budgeted figures, a note is included to provide an explanation for the variance. The financial reports include a Comprehensive Income Statement, Balance Sheet and Capital Works Statement to give a true indication of Council's operations, capital works program and financial position.

##### Risk Management Implications

Financial risks exist where officers are not adhering to budgets.

##### Legislative Implications

Section 97 of the *Local Government Act 2020* requires that Council are provided with a quarterly budget report after the end of each quarter of the financial year, comparing the budgeted revenue and expenditure with actual revenue and expenditure.

##### Environmental Implications

Not commented on.





### Financial and Budgetary Implications

Financial and budgetary performance reporting and oversight form the fundamental building blocks of sound financial management. Without oversight of financial and budgetary performance Council may find itself unable to meet its obligations and desired community outcomes.

### Policy Implications

Not commented on.

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 4 – Good Governance

### Communication Implications

The Chief Financial Officer will continue to work with officers and managers to educate and enable financial management of their department.

### 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).

### Conclusion

Council's financial performance as at 31 December 2021 is attached for Council's information, in accordance with the requirements of s.97 of the Act.



## COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

### **OFFICER RECOMMENDATION:**

**That the Quarterly Budget Report as at 31 December 2021 be received and noted.**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That the Quarterly Budget Report as at 31 December 2021 be received and noted.**

**Carried (5/0)**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
13.2.1	Quarterly Budget Report – December 2021	



### **13.3 MINUTES OF AUDIT & RISK COMMITTEE MEETING HELD 20**

**DECEMBER 2021**

**FILE NUMBER: FM0021**

**REPORT AUTHOR: MELANIE JORDAN, CHIEF FINANCIAL OFFICER**

#### **FOR DECISION**

##### Introduction

This report presents West Wimmera Shire Council (Council) with the minutes of the Audit and Risk Committee Meeting held on 20 December 2021 (see Attachment 1). This report also includes the Audit and Risk Committee's annual self-assessment (see Attachment 2).

##### Declaration of Interests

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

##### Background

Section 53 (1) of the *Local Government Act 2020* requires that each Council establish an Audit and Risk 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.



#### 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 and Risk 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/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 4 – Good Governance

#### Communication Implications

Not commented on.

#### 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 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

### Conclusion

The minutes of the previous Audit Committee meeting are attached for Councillor's information.

### **OFFICER RECOMMENDATION:**

**That Council receives the draft minutes of the Audit and Risk Committee meeting held 20 December 2021 and Audit and Risk Committee Annual Self-assessment.**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That Council receives the draft minutes of the Audit and Risk Committee meeting held 20 December 2021 and Audit and Risk Committee Annual Self-assessment.**

**Carried (5/0)**

### **Attachments:**

No.	Name	RecFind Ref
13.3.1	2021 12 20 Audit Committee MINUTES - unconfirmed	
13.3.2	Audit & Risk Committee Annual Self-assessment	



### **13.4 COUNCIL FUNDING REQUESTS**

**FILE NUMBER:**

**REPORT AUTHOR: VIN MCKAY, INTERIM MANAGER COMMUNITY  
DEVELOPMENT AND TOURISM**

**FOR DECISION**

Introduction

Council has received three unrelated requests for funding support which warrant consideration by Council.

The purpose of this report is to seek Council approval for funding these worthwhile activities this year.

In summary, the requests are:

1. A request from Edenhope Police Youth Liaison Officer for financial support to assist a group of ten local youth to participate in Operation Flinders.
2. A request from Apsley Community Hall Committee for financial support to host a Small Halls Concert.
3. A request from Edenhope Race Club to sponsor the 2022 Edenhope Cup Event.

Declaration of Interests

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

Background

Council has been approached by three volunteer based organisations who have requested financial support for their activities designed to support the community. Each of the groups require a decision from Council within relatively tight timeframes.

**1. Financial support for Edenhope Police Youth Liaison Officer to assist a group of ten local youth to participate in Operation Flinders.**

This program has been financially supported by Council every year since 2011. Unfortunately, the program could not be run in 2021 due to Covid 19 restrictions.



## COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

**Attachment 1** is a letter of request from Leading Senior Constable, Darren Ferluga from the Edenhope Police who has coordinated West Wimmera's youth involvement in the program for a number of years. The attachment also includes a summary of the program, its aims and its specific activities.

Participants are drawn from across the Shire and participant inclusion in the program is actively supported by our secondary colleges in Edenhope, Kaniva and Goroke. This year it is anticipated that 4-6 young people will be drawn from Goroke and Edenhope schools. The remaining young people will be drawn from the wider region.

Support for Council's involvement in this initiative is found in various references in the Council Plan, particularly those which meet Council's objectives from a Community Health and Wellbeing perspective.

The total cost of the program per 10 students is \$42,000. Local police advise that funding support from local service clubs is usually very generous. Council has offered financial support each year and it is hoped the Chief Commissioner of Police will this year also allocate some funds toward the program. It will be recommended that Council offer \$5,000 toward the program.

### **2. Financial support for Apsley Community Hall Committee to host a Small Halls Concert**

The Apsley Community Hall Committee has been invited to host a community event produced by the Small Halls Festival organisation. A similar event was staged in Goroke in 2019 with Council support. Refer to **Attachment 2**, letter of request from the Apsley Hall Committee for details of the proposed event.

The Small Halls Festival draws on artists, both national and international, who have performed at major folk festivals. The proposed event for Apsley will have two performing acts from the Port Fairy Folk Festival. The event will also provide the opportunity for an emerging local artist to perform.

At any time, having the opportunity to have world class performers demonstrate their skills in a small rural town would be seen as an extraordinary opportunity. During 'Covid times' this is seen as a catalyst for people to reconnect as a community. If well attended, it will also likely provide a spin off fund raising potential for a local organisation.

Tickets will be sold, but the Committee is hoping to sell them at discounted prices to encourage as many locals as possible to attend.

It will be recommended that Council contribute \$750 towards the running of the event. This amount is consistent with contributions that were made to a number of Covid Recovery events held in 2021.



### **3. Edenhope Race Club request for Council to sponsor the 2022 Edenhope Cup Event**

Council has traditionally supported the annual running of the Edenhope Cup conducted by the Edenhope Race Club. The Race Meeting will be held this year on the 12<sup>th</sup> March.

The event typically draws a crowd of approximately 1200 people. It also draws the attention of a much larger audience due to racing industry promotion in free to air and Sky channel television, racing industry web sites and the print media.

The proposed sponsorship arrangement is documented in **Attachment 3**. An important aspect of the sponsorship is there is provision for Councillors and their guests to enjoy the hospitality of the Club and in doing so, mix with other dignitaries and guests including local community leaders. It represents an ideal opportunity to promote both the Council organisation and the Shire.

The cost of the sponsorship arrangement is \$2,750 and has been provided for in the current year Council budget.

#### Risk Management Implications

There are no obvious risks for Council to mitigate or eliminate in regard to any of the three proposals considered for funding support in this report.

Each of the requesting bodies is responsible for ensuring their activities are managed in a comprehensive sense including matters relating to risk.

Council's reputation can only be enhanced by supporting these community initiatives.

#### Legislative Implications

In providing funding support to these initiatives, Council is acting within its authority to do so under the Local Government Act 2020.

#### Environmental Implications

N/A

#### Financial and Budgetary Implications

Funds are available from within the 2021/22 budget allocations to support the recommendations.





## COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

### Policy Implications

This report has had regard for following West Wimmera Shire Council Policy obligations:

- Business Assistance Scheme Policy
- Community Support Fund Policy
- Council Grants Policy

Councillors who accept the hospitality offered by the Edenhope Race Club arising from the proposed sponsorship should consider whether they have obligations to report the hospitality in accordance with the requirements of the Councillor Gift Policy.

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 1 – Liveable & Healthy Community
- Goal 2 – Diverse and Prosperous Economy

### Communication Implications

Council's communications staff will assist in promoting the three events considered in this report through its web site and on social media.

### 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).

### Conclusion

Through these volunteer led events, West Wimmera community will be considerably assisted in rekindling social connections and promoting a sense of both community and individual wellbeing each of which have been adversely impacted as a result of Covid 19 and, more recently, local bushfires.



## COUNCIL MEETING MINUTES – 16 FEBRUARY 2022 WEST WIMMERA SHIRE COUNCIL

### Attachments:

No.	Name	RecFind Ref
13.4.1	Attachment 1 – Request from Edenhope Police Youth Liaison Officer – Operation Flinders	
13.4.2	Attachment 2 – Funding Request Apsley Hall Committee - Small Halls Concert	
13.4.3	Attachment 3 – Edenhope Race Club – Edenhope Cup Event 2022	

### **OFFICER RECOMMENDATION:**

**That Council approves the funding allocations discussed in this report. Specifically:**

- 1. A request for financial support for Edenhope Police Youth Liaison Officer to assist a group of ten local youth participate in Operation Flinders. The grant is to be \$5,000.**
- 2. A request from Apsley Community Hall Committee for financial support to host a Small Halls Concert. The grant is to be \$750.**
- 3. A request from Edenhope Race Club to sponsor the 2022 Edenhope Cup Event. The sponsorship grant will be \$2,750.**

**Moved: Cr. Tim Meyer**

**Seconded: Cr. Tom Houlihan**

**That Council deals with the items in this report independently in the following order:**

- 3. A request from Edenhope Race Club to sponsor the 2022 Edenhope Cup Event. The sponsorship grant will be \$2,750.**
- 1. A request for financial support for Edenhope Police Youth Liaison Officer to assist a group of ten local youth participate in Operation Flinders. The grant is to be \$5,000.**
- 2. A request from Apsley Community Hall Committee for financial support to host a Small Halls Concert. The grant is to be \$750.**

**Carried (5/0)**



## COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL

*Cr Jodie Pretlove declared an interest in Number 3: Edenhope Race Club request for Council to sponsor the 2022 Edenhope Cup Event and left the meeting at 8.20pm.*

**Moved: Cr. Tom Houlihan**

**Seconded: Cr. Tim Meyer**

**That Council approves the request from Edenhope Race Club to sponsor the 2022 Edenhope Cup Event. The sponsorship grant will be \$2,750.**

**Carried (4/0)**

*Cr Jodie Pretlove returned to the meeting at 8.31pm*

**Moved: Cr. Trevor Domaschenz**

**Seconded: Cr. Tom Houlihan**

**That Council approves the request for financial support for Edenhope Police Youth Liaison Officer to assist a group of ten local youth participate in Operation Flinders. The grant is to be \$5,000.**

**Carried (5/0)**

**Moved: Cr. Trevor Domaschenz**

**Seconded: Cr. Tom Houlihan**

**That Council approves the request from Apsley Community Hall Committee for financial support to host a Small Halls Concert. The grant is to be \$750.**

**Carried (5/0)**



## **14.0 INFRASTRUCTURE DEVELOPMENT AND WORKS**

### **14.1 COMMITMENT OF MATCHING FUND FOR HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM FUNDING APPLICATION**

#### **FILE NUMBER:**

**REPORT AUTHOR: RAM UPADHYAYA, DIRECTOR OF INFRASTRUCTURE  
DEVELOPMENT AND WORKS**

#### **FOR DECISION**

##### Introduction

The intention of this report is to obtain a Council resolution on the commitment of matching funds for projects for Round 8 of the Heavy Vehicle Safety and Productivity Program (HVSPP) funding application over the next three financial years.

##### Declaration of Interests

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

##### Background

Department of Infrastructure, Transport, Regional Development, and Communication has recently announced the opening of a new round of Heavy Vehicle Safety and Productivity Program. In the current round, the State, Territory, and Local Government can apply for the project for design and construction for the next 36 months. The participating Councils can seek up to 80% of the project cost through this program with no limitation to the number of projects. The Council officers have decided to seek for 70% funding to increase the likelihood of getting funding approved.

WWSC has been continuously participating in this funding program in the past with two of the road construction jobs funded in round 7 of this program. Officers propose projects listed below for the funding application. Roads listed below form a part of WWSC's strategic freight network.

If successful, the seed fund of \$619K is likely to attract an additional \$1.45M to deliver projects over the next three financial years. The matching fund for this program needs to come from its own source revenue or State Government Funds. The Federal Government Funding such as Roads to Recovery cannot be used as a matching fund.



## COUNCIL MEETING MINUTES – 16 FEBRUARY 2022 WEST WIMMERA SHIRE COUNCIL

Road Name	Chainage	Length (M)	Total Project cost	Cost to WWSC	Cost to HVSP	Construction Year
Kadnook Connewirricoo Road	7350 to 9600	2250	\$837,000	\$251,000	\$586,000	2022/23
Mooree Road	3400 to 4500	1100	\$409,000	\$123,000	\$286,000	2023/24
Mooree Road	7640 to 9840	2200	\$818,000	\$245,000	\$573,000	2024/25
<b>Total</b>			<b>\$2,064,000</b>	<b>\$619,000</b>	<b>\$1,445,000</b>	

The funding guideline does not provide the closing date for this grant application. The initial discussion with staff at the department has indicated that any application received before mid-March will be processed as a first batch.

The Council also needs to be aware that this is not a guaranteed stream of funding. If the funding application is unsuccessful, the officers will utilise the Council component of funding to upgrade approximately 700 meters of the road that is programmed for the 22/23 financial year.

### Risk Management Implications

There is some minor risk that the project might not be delivered in the speculated time frame. This risk can be managed by having appropriate project planning in place.

### Legislative Implications

- Local Government Act (2020)
- Road Management Act (2004)

### Environmental Implications

Not commended on

### Financial and Budgetary Implications

No implication on finance and budget. The matching fund will be budgeted for in the relevant financial year and the savings resulting from the success of this funding application can be utilised to fund the infrastructure renewal gap.

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:  
Asset Management Policy  
Asset Management Strategy  
Council Grants Policy  
Procurement Policy



### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2021-2025:

- Goal 2 – Diverse and Prosperous Economy
- Goal 3 – Sustainable Environment
- Goal 5 – Our Commitment

### Communication Implications

Not commented on

### 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).

### Conclusion

The success of this funding application is likely to free up funding that can be utilised to fund the infrastructure renewal gap.

### **OFFICER RECOMMENDATION:**

**That Council:**

- 1. Approves the funding application for projects listed below and commits to providing the following matching funds over the next three financial years:**
  - **Kadnook Connewirricoo Road: 2022/23 – \$251,000**
  - **Mooree Road: 2023/24 – \$123,000**
  - **Mooree Road: 2024/25 – \$245,000**
- 2. Approves using the matching funds for 2022/23 to be used for reconstruction of approximately 700 meters of Kadnook Connewirricoo Road in a situation where the Council is unsuccessful with the funding application.**



## **COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That Council:**

- 1. Approves the funding application for projects listed below and commits to providing the following matching funds over the next three financial years:**
  - Kadnook Connewirricoo Road: 2022/23 – \$251,000**
  - Mooree Road: 2023/24 – \$123,000**
  - Mooree Road: 2024/25 – \$245,000**
- 2. Approves using the matching funds for 2022/23 to be used for reconstruction of approximately 700 meters of Kadnook Connewirricoo Road in a situation where the Council is unsuccessful with the funding application.**

**Carried (5/0)**



## **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.*

## **OFFICER RECOMMENDATION:**

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

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That Council allow a late item to the agenda in relation to Council Meeting Start Times.**

**Carried (5/0)**

**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tom Houlihan**

**That all future Council Meetings commence at 2pm until the Statutory Meeting held in November 2022.**

**Carried (3/2)**





**16.0 CONFIDENTIAL (PURSUANT TO LG ACT 2020 SECTION 66 (2)(a))**

**RECOMMENDATION**

That Council pursuant to Section 66 (2)(a) of the Local Government Act 2020 close the meeting to members of the public at ..... pm to resolve on matters pertaining to the following items:

**ITEM 16.1: BUSINESS ASSISTANCE GRANT APPLICATION - EDENHOPE PUB PTY LTD**

That as required by Section 66 (5) (a) and (b) of the Local Government Act 2020, Council hereby records the ground or grounds for determining to close the meeting to the public as follows:

**Item 16.1: BUSINESS ASSISTANCE GRANT APPLICATION – EDENHOPE PUB PTY LTD**

**Grounds:** (g) private commercial information, being information provided by a business, commercial or financial undertaking that—

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

**Explanation:** This report contains Council business information regarding commercial negotiations and private commercial information provided by the Edenhope Pub Pty Ltd.

**ITEM 16.2: SUPPLY OF INTEGRATED CORPORATE SOFTWARE SOLUTION**

That as required by Section 66 (5) (a) and (b) of the Local Government Act 2020, Council hereby records the ground or grounds for determining to close the meeting to the public as follows:

**Item 16.2: SUPPLY OF INTEGRATED CORPORATE SOFTWARE SOLUTION**

Grounds: a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

**Explanation:** This report contains Council business information which would jeopardise Council's position in commercial negotiations.



**Moved: Cr. Jodie Pretlove**

**Seconded: Cr. Tim Meyer**

1. That Council pursuant to Section 66 (2)(a) of the Local Government Act 2020 close the meeting to members of the public at 8.57pm to resolve on matters pertaining to the following items:

**ITEM 16.1: BUSINESS ASSISTANCE GRANT APPLICATION - EDENHOPE PUB PTY LTD**

**ITEM: 16.2: SUPPLY OF INTEGRATED CORPORATE SOFTWARE SOLUTION**

2. That as required by Section 66 (5) (a) and (b) of the Local Government Act 2020, Council hereby records the ground or grounds for determining to close the meeting to the public as follows:

**Item 16.1: BUSINESS ASSISTANCE GRANT APPLICATION – EDENHOPE PUB PTY LTD**

**Grounds:** (g) private commercial information, being information provided by a business, commercial or financial undertaking that—

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

**Explanation:** This report contains Council business information regarding commercial negotiations and private commercial information provided by the Edenhope Pub Pty Ltd.

3. That as required by Section 66 (5) (a) and (b) of the Local Government Act 2020, Council hereby records the ground or grounds for determining to close the meeting to the public as follows:

**Item 16.2: SUPPLY OF INTEGRATED CORPORATE SOFTWARE SOLUTION**

**Grounds:** a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

**Explanation:** This report contains Council business information which would jeopardise Council's position in commercial negotiations.

**Carried (5/0)**



## **COUNCIL MEETING MINUTES – 16 FEBRURY 2022 WEST WIMMERA SHIRE COUNCIL**

### **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. Jodie Pretlove**

**Seconded: Cr. Trevor Domaschenz**

**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 9.32pm.**

**Carried (5/0)**

**MEETING CONCLUDED: 9.32PM**

**NEXT MEETING: WEDNESDAY, 16 MARCH 2022  
EDENHOPE COUNCIL CHAMBER**