



COUNCIL MEETING AGENDA – 18 MAY 2022 WEST WIMMERA SHIRE COUNCIL

TO BE HELD:	Wednesday, 18th May 2022
LOCATION:	Edenhope Council Chambers
COMMENCEMENT:	2.00pm
PUBLIC ACCESS:	Open to the public and Live Streaming from Council's website www.westwimmera.vic.gov.au

REQUIRED TO ATTEND:	
Councillors	Executive Leadership Group
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)
	Senior Leadership Group Katie Frost Governance Manager

*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.*

Vision Statement:

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



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1.0 WELCOME

1.1 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

3.2 LEAVE OF ABSENCE

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.



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, no later than two hours prior to the Council Meeting.

4.1.1 Adam Moar on behalf of Wimmera Pride Project – ABC Radio Interview

For the Mayor

Given the significant negative media coverage, backlash and potential negative reputational damage caused by your comments in your interview on the ABC on 21 April 2022, do you still believe you represent the true feelings of the community of the West Wimmera and therefore should remain the Mayor of the Council?



RECOMMENDATION:

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

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)

RECOMMENDATION:

That Council resume Standing Orders.



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)

25/04/2022	ANZAC Day Service Kaniva
27/04/2022	Workshop Discussion Discretionary Capital and Operational Projects
29/04/2022	NWMA – AGM & Ordinary Meeting
02/05/2022	Councillors Bus Tour of the West Wimmera Shire
03/05/2022	Strategic Leadership Team Meeting with CEO
04/05/2022	Councillor Forum
09/05/2022	Unscheduled Council Meeting
13/05/2022	Me n Me Mates Seniors Concert
18/05/2022	Council Meeting

5.2 COUNCILLOR JODIE PRETLOVE (DEPUTY MAYOR)

25/04/2022	ANZAC Day Service Gorokey
27/04/2022	Workshop Discussion Discretionary Capital and Operational Projects
02/05/2022	Councillors Bus Tour of the West Wimmera Shire
03/05/2022	Strategic Leadership Team Meeting with CEO
04/05/2022	Councillor Forum
09/05/2022	Unscheduled Council Meeting
18/05/2022	Council Meeting

5.3 COUNCILLOR TREVOR DOMASCHENZ

25/04/2022	ANZAC Day Service Edenhope
26/04/2022	Wimmera Mallee Tourism
27/04/2022	Workshop Discussion Discretionary Capital and Operational Projects
04/05/2022	Councillor Forum
09/05/2022	Unscheduled Council Meeting
17/05/2022	West Wimmera Advisory Committee
17/05/2022	Wimmera Development Association Meeting
18/05/2022	Council Meeting



5.4 COUNCILLOR TIM MEYER

22/04/2022	Western Highway Action Committee (WHAC)
25/04/2022	ANZAC Day Service Kaniva
27/04/2022	Workshop Discussion Discretionary Capital and Operational Projects
02/05/2022	Councillors Bus Tour of the West Wimmera Shire
04/05/2022	Councillor Forum
09/05/2022	Unscheduled Council Meeting
13/05/2022	Me n Me Mates Seniors Concert
18/05/2022	Council Meeting

5.5 COUNCILLOR TOM HOULIHAN

25/04/2022	ANZAC Day Service Harrow
27/04/2022	Workshop Discussion Discretionary Capital and Operational Projects
02/05/2022	Councillors Bus Tour of the West Wimmera Shire
04/05/2022	Councillor Forum
09/05/2022	Unscheduled Council Meeting
13/05/2022	Me n Me Mates Seniors Concert
18/05/2022	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.

6.0 CONDOLENCES

Nil



**7.0 CONFIRMATION OF MINUTES FROM PREVIOUS COUNCIL MEETING –
WEDNESDAY 20TH APRIL 2022**

RECOMMENDATION:

That the Minutes of the Council Meeting held on Wednesday, 20th April 2022 be taken as an accurate record and confirmed.

8.0 BUSINESS ARISING FROM PREVIOUS MINUTES

9.0 NOTICES OF MOTION

Nil

**10.0 COUNCILLOR FORUM RECORD & APSLEY COMMUNITY FORUM
RECORD**

10.1 CONFIRMATION OF COUNCILLOR FORUM RECORD – 4TH MAY 2022

RECOMMENDATION:

That the Record for the Councillor Forum held Wednesday 4th May 2022 be received and noted.



**10.2 CONFIRMATION OF APSLEY COMMUNITY FORUM RECORD – 20TH
APRIL 2022**

RECOMMENDATION:

**That the Minutes of the Aspley Community Forum Record held Wednesday 20th
April 2022 be taken as an accurate record and confirmed.**

11.0 DEPUTATIONS AND PETITIONS

Nil

12.0 CHIEF EXECUTIVE OFFICER

Nil



13.0 CORPORATE AND COMMUNITY SERVICES

13.1 ALLOWANCE PAYABLE TO MAYORS, DEPUTY MAYORS AND COUNCILLORS (VICTORIA) DETERMINATION NO. 01/2022

FILE NUMBER:

REPORT AUTHOR: KATIE FROST, GOVERNANCE MANAGER

FOR DECISION

Introduction

An important reform of the Local Government Act 2020 (2020 Act) was the transfer of responsibilities in determining mayoral, deputy mayoral and councillor allowances to the Victorian Independent Remuneration Tribunal (the Remuneration Tribunal).

On 7 March 2022, in accordance with section 23A of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 (Vic) (VIRTIPS Act), the Tribunal made the Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022 (see Attachment 1).

The Determination applies to all Mayors, Deputy Mayors and Councillors (Council members) in all Victorian Councils and sees an increase to mayoral and councillor allowances, to be phased in over five years (for mayors and deputy mayors) and three years (for councillors). A separate allowance has been established for deputy mayors.

The new allowances apply retrospectively from 18 December 2021, and councils must pay their council members in accordance with the Tribunal's determination.

The Determination also sets a remote area travel allowance for Council members and provides eligibility criteria for claiming it.

The Determination sets a base allowance for each Council member. The value of the base allowance payable to a Council member varies depending on the role (Mayor, Deputy Mayor or Councillor) and the Council allowance category assigned to the Council as specified in the Determination. The Tribunal has assigned each Council to one of four Council allowance categories. West Wimmera Shire Council falls under Category 1 (see table below).



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Category 1	
Alpine Shire Council	Mansfield Shire Council
Ararat Rural City Council	Mount Alexander Shire Council
Benalla Rural City Council	Murrindindi Shire Council
Buloke Shire Council	Northern Grampians Shire Council
Central Goldfields Shire Council	Pyrenees Shire Council
Corangamite Shire Council	Borough of Queenscliffe
Gannawarra Shire Council	Southern Grampians Shire Council
Hepburn Shire Council	Strathbogie Shire Council
Hindmarsh Shire Council	Towong Shire Council
Indigo Shire Council	West Wimmera Shire Council
Loddon Shire Council	Yarriambiack Shire Council

The Determination provides for further scheduled annual increases to allowance values until 18 December 2025. The next increase will take effect on 18 December 2022.

Declaration of Interests

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

Background

Previous annual allowances set for this Council were a Mayoral allowance of \$ 46,120.00 per annum and a Councillor allowance of \$19,764.00 per annum. The allowance range that was applicable to this Council: Category 1 at that time was:

- Councillors from \$8,833 - \$21,049
- Up to \$62,884 for the Mayor

Superannuation at 10% (as of 1 July 2021) was paid in addition to the allowance.

A report was presented at the December Council Meeting to advise of the transfer of responsibility to the Victorian Independent Remuneration Tribunal and a determination was to be made on the 18 December 2021, however the determination was delayed until 7 March 2022.

The Determination

The base allowances for Mayors, Deputy Mayors and Councillors can be seen in the tables below:



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Value of the base allowance for Mayors

Table 1: value of the base allowance for Mayors, by Council allowance category, 18 December 2021 until 17 December 2022

Council allowance category	Value of allowance (\$ per annum)
Category 1	74,706
Category 2	96,470
Category 3	119,316
Category 4 – Melbourne City Council	238,634

Table 2: value of the base allowance for Mayors, by Council allowance category, 18 December 2022 until 17 December 2023

Council allowance category	Value of allowance (\$ per annum)
Category 1	76,781
Category 2	99,150
Category 3	122,630
Category 4 – Melbourne City Council	245,262

Table 3: value of the base allowance for Mayors, by Council allowance category, 18 December 2023 until 17 December 2024

Council allowance category	Value of allowance (\$ per annum)
Category 1	78,857
Category 2	101,830
Category 3	125,944
Category 4 – Melbourne City Council	251,891

Table 4: value of the base allowance for Mayors, by Council allowance category, 18 December 2024 until 17 December 2025

Council allowance category	Value of allowance (\$ per annum)
Category 1	80,932
Category 2	104,510
Category 3	129,259
Category 4 – Melbourne City Council	258,520



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Table 5: value of the base allowance for Mayors, by Council allowance category, from 18 December 2025

Council allowance category	Value of allowance (\$ per annum)
Category 1	83,007
Category 2	107,189
Category 3	132,573
Category 4 – Melbourne City Council	265,148

Value of the base allowance for Deputy Mayors

Table 6: value of the base allowance for Deputy Mayors, by Council allowance category, 18 December 2021 until 17 December 2022

Council allowance category	Value of allowance (\$ per annum)
Category 1	37,353
Category 2	48,235
Category 3	59,658
Category 4 – Melbourne City Council	119,317

Table 7: value of the base allowance for Deputy Mayors, by Council allowance category, 18 December 2022 until 17 December 2023

Council allowance category	Value of allowance (\$ per annum)
Category 1	38,391
Category 2	49,575
Category 3	61,315
Category 4 – Melbourne City Council	122,631

Table 8: value of the base allowance for Deputy Mayors, by Council allowance category, 18 December 2023 until 17 December 2024

Council allowance category	Value of allowance (\$ per annum)
Category 1	39,428
Category 2	50,915
Category 3	62,972
Category 4 – Melbourne City Council	125,945



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Table 9: value of the base allowance for Deputy Mayors, by Council allowance category, 18 December 2024 until 17 December 2025

Council allowance category	Value of allowance (\$ per annum)
Category 1	40,466
Category 2	52,255
Category 3	64,629
Category 4 – Melbourne City Council	129,260

Table 10: value of the base allowance for Deputy Mayors, by Council allowance category, from 18 December 2025

Council allowance category	Value of allowance (\$ per annum)
Category 1	41,503
Category 2	53,595
Category 3	66,286
Category 4 – Melbourne City Council	132,574

Value of the base allowance for Councillors

Table 11: value of the base allowance for Councillors, by Council allowance category, 18 December 2021 until 17 December 2022

Council allowance category	Value of allowance (\$ per annum)
Category 1	24,080
Category 2	30,024
Category 3	35,972
Category 4 – Melbourne City Council	53,957

Table 12: value of the base allowance for Councillors, by Council allowance category, 18 December 2022 until 17 December 2023

Council allowance category	Value of allowance (\$ per annum)
Category 1	24,775
Category 2	30,890
Category 3	37,010
Category 4 – Melbourne City Council	55,513



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Table 13: value of the base allowance for Councillors, by Council allowance category, from 18 December 2023

Council allowance category	Value of allowance (\$ per annum)
Category 1	25,469
Category 2	31,756
Category 3	38,047
Category 4 – Melbourne City Council	57,070

Remote Travel Allowance

If a Council member normally resides more than 50 kilometres by the shortest possible practicable road distance from the location or locations specified for the conduct of ordinary, special or committee meetings of the Council, or any municipal or community functions which have been authorised by Council resolution for the Council member to attend, the Council member is entitled to be paid an allowance of \$44 for each day on which one or more meetings or authorised functions were attended by the Council member, up to a maximum of \$5,500 per annum.

Allowance inclusive of superannuation entitlements

The value of the allowance payable to a Council member is inclusive of any Superannuation Guarantee Contribution amount, or equivalent, that may be payable under Commonwealth law to the Council member with respect to their service in that office (for example, due to the Council member's Council being an Eligible Local Governing Body).

Annual indexation of allowances

For the purpose of s. 23A(5)(b) of the VIRTIPS Act, the values of allowances set in this Determination will be annually adjusted by the Determinations made by the Tribunal under s. 23B of the VIRTIPS Act.

Risk Management Implications

NA

Legislative Implications

An important reform of the Local Government Act 2020 (2020 Act) was the transfer of responsibilities in determining mayoral, deputy mayoral and councillor allowances to the Victorian Independent Remuneration Tribunal (the Remuneration Tribunal).



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The new allowances apply retrospectively from 18 December 2021, and councils must pay their council members in accordance with the Tribunal's determination.

Environmental Implications

Not applicable.

Financial and Budgetary Implications

In relation to the increase in Councillor allowances and the retrospective application from 18 December 2021, there will be an increase of approximately \$23,000 from the original adopted budget for Elected Member allowances for 2021/22. The new allowances as outlined in this report will be factored into Council's budget for the 2022/23 financial year resulting in an increase of \$38,707 from the current year.

Policy Implications

Councillor Expenses Policy

Council Plan Implications

This report supports the following section of the Council Plan 2021-2025:

- Goal 4 – Good Governance

Communication Implications

The determinations made by the Minister concerning Councillor and Mayoral allowances are published via ministerial media release.

Gender Equality

Not commented on.

Conclusion

For the period 18 December 2021 until 17 December 2022 the allowance payable to the Mayor, Deputy Mayor and Councillors is set out below:



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Mayor	Deputy Mayor	Councillor
\$74,706	\$37,353	\$24,080

These values are inclusive of any Superannuation Guarantee Contribution amount.

The Determination provides for further scheduled annual increases to allowance values until 18 December 2025. The allowance payable for future years are set out above. The next increase will take effect on 18 December 2022.

Councillors (including the mayor and deputy mayor) are entitled to receive the allowances determined by the Victorian Independent Remuneration Tribunal. There is no legislative authority which allows councils by resolution to vary those allowances.

Council members can however individually decide to receive all their allowance, a lesser amount or no allowance at all (per section 39(5) of the Local Government Act 2020) and would need to individually advise the CEO of this.

OFFICER RECOMMENDATION

That Council receive and note the ‘Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022’ (see Attachment 1) by the Victorian Independent Remuneration Tribunal in accordance with section 23A of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 (Vic) (VIRTIPS Act) on 7 March 2022.

Attachments:

No.	Name	RecFind Ref
13.1.1	Allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No. 01/2022	



**13.2 QUARTERLY BUDGET REPORT AND ANNUAL PLAN QUARTERLY
REPORT – MARCH 2022**

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 March 2022. This report also includes a quarterly Annual Plan Progress report and mid-year budget review.

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 March 2022. 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.



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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

Not commented on.

Conclusion

Council's financial performance at 31 March 2022 is attached for Council's information (see attachment 1), in accordance with the requirements of s.97 of the Act. Council's Annual Plan progress as at 31 March 2022 is also presented (see attachment 2).

OFFICER RECOMMENDATION:

That the Quarterly Budget Report (see attachment 1) and the Annual Plan Quarterly Report (see attachment 2) as at 31 March 2022 be received and noted.

Attachments:

No.	Name	RecFind Ref
13.2.1	Quarterly Budget Report – March 2022	
13.2.2	Annual Plan Quarterly Report – March 2022	



**13.3 NOTICE OF PUBLIC ADVERTISEMENT OF 2022 -23 PROPOSED
BUDGET AND ANNUAL PLAN**
FILE NUMBER: FM0055
REPORT AUTHOR: MELANIE JORDAN, CHIEF FINANCIAL OFFICER

FOR DECISION

Introduction

Under section 94 of the *Local Government Act 2020* (the Act), Council is required to prepare and adopt a budget for each year and the 3 subsequent financial years by June 30 each year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Planning and Reporting) Regulations which support the Act.

In accordance with section 96(1)(b) of the Act, Council must prepare the proposed budget in line with its community engagement policy. This report seeks Council to formally advertise the Proposed 2022-23 Budget and Annual Plan for a period of 28 days commencing 18 May 2022 until 14 June 2022. The community will be asked to provide feedback and ask questions they have in relation to the annual plan or proposed budget via submission forms made available on Council's website and at its customer service centres.

The traditional budget submission period held annually in April/May will be conducted in a different format per Council's engagement policy. This period will be used primarily for the purposes of providing feedback or seeking clarification on the 2022-23 Proposed Budget, and will not be to present a bid or proposal. Council have conducted extensive community consultation during the Council Plan development, which has informed the Annual Plan and Proposed Budget. Additionally, Council launched a new community engagement initiative, being the Innovation Platform, in late 2021 which invites the community to submit ideas, proposals and suggestions. The platform is open year-round and all submissions are investigated for potential inclusion during budget planning.

Following the public advertisement period, Council will consider any feedback received at its meeting to be held on 15 June 2022. The Proposed Budget 2022-23 will be tabled for adoption at a Special Council Meeting on 27 June 2022.

Declaration of Interests

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



Background

Annual Plan

The Annual Plan sets out the activities that Council will undertake during the year to deliver the outcomes of the Council Plan 2021-2025. The annual plan works in conjunction with the Annual Report and the Budget for financial year 2021-22. The Chief Executive Officer must present a written quarterly progress report to Council outlining progress towards implementing the Annual Plan. Council may amend the Annual Plan during the year by resolution. The proposed budget provides allocations and resourcing for the achievement of all initiatives outlined in the Annual Plan.

Proposed Budget

The overall operating result budgeted for 2022/23 is a balanced budget. Given Council's very strong cash position, this budget reflects a drawdown of cash reserves of \$3.32 million in order to provide maximum benefit to the community, whilst still maintaining a strong working capital level and cash position. This cash deficit is reflective of several factors, including a significant capital works program of \$11.27 million. Additionally, the forecast actual cash position at 30 June 2022 has increased by just over \$2 million due to the receipt of 75% 2022-23 allocation from the Victorian Grants Commission in April 2022.

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 several measures to conduct a review and implement improved community grant programs.

As external grants are of vast importance to Council's sustainability, Council has committed \$5.95 million to provide matching funds for grant opportunities for several projects including Apsley netball & tennis courts, Edenhope equine facility, Harrow netball & tennis courts, cabins at 5 caravan parks in the shire and tourism projects at Harrow and Serviceton. In addition to this, Council has committed an allocation of \$0.27 million to a shovel-ready projects fund focusing on scoping around 15 projects to assess viability and assist in the ability to apply for all available funding opportunities as they arise.

Income

Rates and charges revenue for 2022-23 is budgeted at \$8.24 million. This represents a 1.75% increase as per the rate cap under the 'Fair Go Rates System.' The preliminary valuations have shown an overall increase to property values of around 50%. Due to this reason, the rate in the dollar (RID) is budgeted to decrease from \$0.192000 in 2021-22 to \$0.127950 in 2022-23, a decrease of 33.36%.

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 0.15% across the 2022-23 proposed budget, which is significantly under the average for small rural councils at 0.6% (source: KnowYourCouncil.vic.gov.au).



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Overall budgeted average rates and charges payable for 2022-23 will be \$1,603.32, including general rates and municipal charge. This represents an increase of \$27.59 in the base average rate over the previous year.

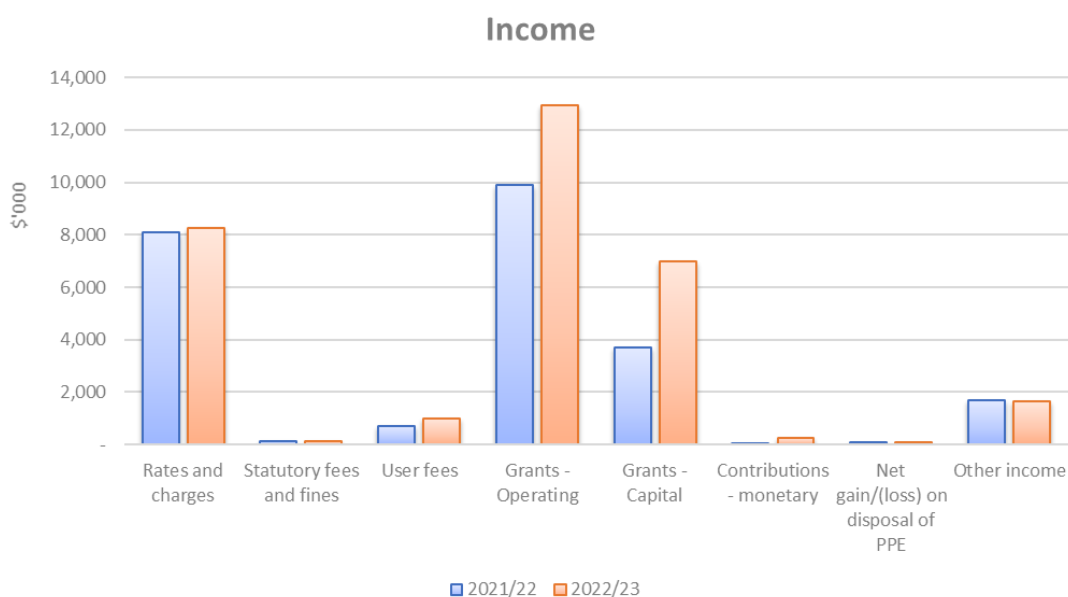
Statutory fees and fines show a small increase in line with marginal fee increases. User fees are budgeted to increase around 44% due to the inclusion of Kinder fees, which have been covered by the Government free Kinder initiative for the prior period, and also estimated Childcare fees. These are pending the pilot program completion and subsequent establishment of Edenhope Childcare Service.

Operating grants are budgeted to increase by \$5.25million overall for 2022-23. Federal recurrent financial assistance grants are budgeted to increase by \$0.54million, with non-recurrent operating grants expected to increase by \$4.33million. This funding is for several different projects and are all subject to successful funding applications.

Capital grants are budgeted to increase by \$3.27million overall to a total of \$6.97million. Local Roads and Community Infrastructure (LRCIP) phase 3 will generate \$3.06million, with Roads to Recovery budgeted to remain the same at \$1.53million. Non-recurrent capital grants are expected to be \$2.38million and include several projects which are subject to successful funding applications.

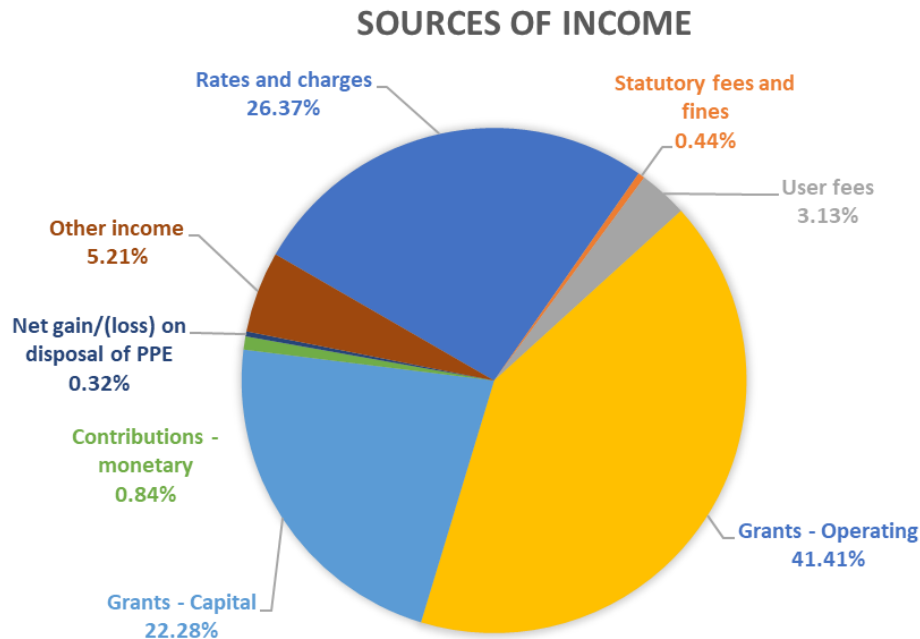
Contributions are budgeted to be \$0.26million, comprising mainly contributions from community groups towards proposed projects, which will be completed subject to successful funding applications.

Income sources and comparisons to the projected result for 2022-23 are summarised in the below chart and Comprehensive Income Statement in the attached proposed budget document. Total revenue is \$31.26 million, an increase of \$6.97 million on 2021-22 projections.





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Expenditure

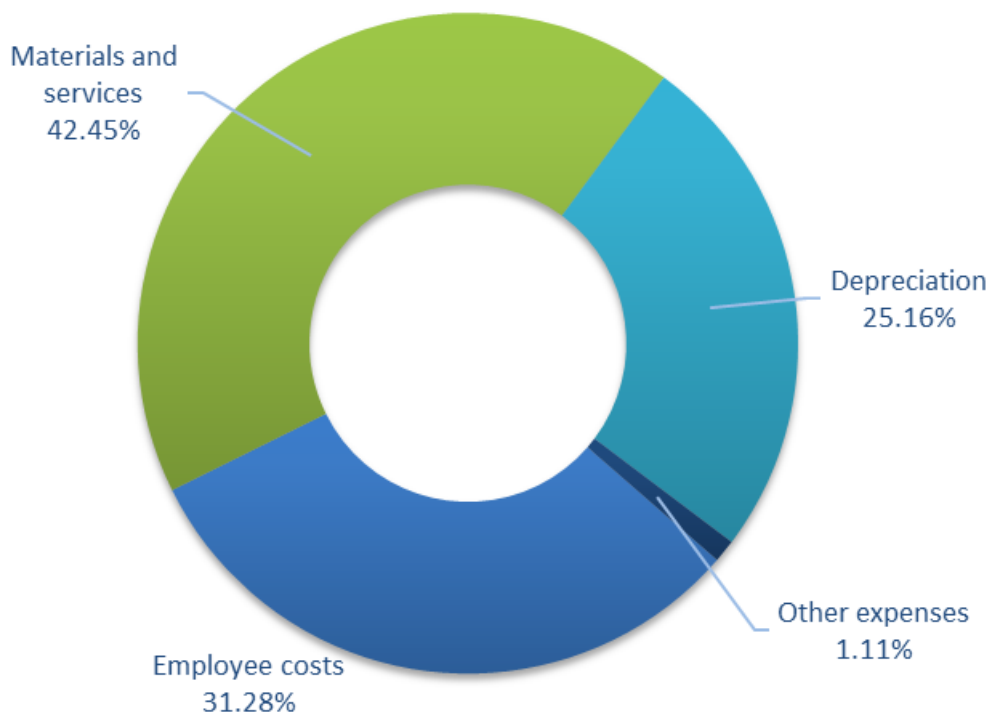
Employee operating costs for 2022-23 are budgeted at \$9.78 million. This represents a \$1.62 million or 19.92% increase over the forecasted amount for 2021-22. This budget includes additional resourcing for the proposed Edenhope Childcare service, pending successful completion of the pilot program. Additionally, new resourcing will be sourced in the Project Management area in order to deliver the extensive proposed capital works schedule and community projects planned to be completed in 2022/23. Council have previously approved several new positions which have also been included. The EBA increase of 2% has been factored in along with expected increases to Workcover premiums. The Superannuation Guarantee Contribution is increasing from 10% to 10.5% in 2022/23 per Government requirements.

Materials and services are budgeted to increase by \$7.27 million in 2022/23, with the main increase of \$6.38 million noted in the contractors area. This budget includes contractor works required to complete various community projects as noted throughout this document and are pending successful funding applications. Similarly, Council are committing increased funds within the consultants area for 'shovel-ready' initiatives, in order to plan projects and improve future funding opportunities. Information technology is anticipated to increase by \$0.29 million as Council transforms its current IT programs and environment, including moving to a cloud-based records system and introducing a new Project Management system.



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Other expenses are expected to increase by 17.19% overall for 2022/23, including allocation for an additional internal audit following implementation of the new finance and rating system. Additionally, Councillor allowances were increased by the Victorian Independent Remuneration Tribunal from 18 December 2021.





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Council proposes no new borrowings for the 2022-23 year.

Capital Expenditure

Council's capital works program for the 2022-23 year is budgeted to be \$11.27 million, an increase of \$3.20 million from the prior year. This amount will include \$8.23 million in renewal expenditure. The capital works program will be funded by capital grants of \$6.62 million, the sale of redundant or obsolete assets and community contributions of \$0.45 million, whilst \$4.21 million will be funded from Council operations. Included in the Proposed Budget document is a detailed schedule of capital works.

Risk Management Implications

There are significant risks in not producing a relevant and accurate budget. The major of these relates to the inability of Council to efficiently allocate resources to achieve all of its goals as set out in the Council Plan. The lack of an effective budget would also prevent Council from being able to measure its performance against the Council Plan, potentially leading to an inefficient use of resources.

Section 94 of the Local Government Act 2020 requires that “*Council must prepare and adopt a budget for each financial year and the subsequent 3 financial years by—*

(a) 30 June each year; or

(b) any other date fixed by the Minister by notice published in the Government Gazette.”

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

Valuation of Land Act 1960

- Valuation of all properties within the Shire

Environmental Implications

Not commented on



Financial and Budgetary Implications

As detailed in this report and the proposed budget 2022/23.

Policy Implications

The proposed budget 2022-23 has an effect on all Council policies.

Council Plan Implications

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

- Goal 1: Liveable and Healthy Community
- Goal 2: Diverse and Prosperous Economy
- Goal 3: Sustainable Environment
- Goal 4: Good Governance
- Goal 5: Our Commitment

Communication Implications

In accordance with section 96(1)(b) of the Act, Council will undertake community engagement on the proposed 2022-23 Budget in accordance with its Community Engagement Policy. The level of community engagement called for in the policy for preparation of the annual budget is participatory engagement.

The proposed budget 2022/23 will be published for community inspection commencing 18 May 2022 and ending 14 June 2022. During this time, Council encourages feedback and questions from the public about the information contained in the budget. The budget document will be published on Council's website and physical copies made available in Council Offices in Edenhope and Kaniva. Following the public advertisement period, Council will consider any feedback received at its meeting to be held on 15 June 2022. The Proposed Budget 2022-23 will be tabled for adoption at a Special Council Meeting on 27 June 2022.

Conclusion

Council has prepared its Proposed Budget 2022-23 in accordance with the provisions of the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020 and has presented the budget using the Model Budget template provided by Local Government Victoria.



COUNCIL MEETING AGENDA – 18 MAY 2022 WEST WIMMERA SHIRE COUNCIL

OFFICER RECOMMENDATIONS:

1. That the 2022-23 Proposed Budget be prepared by Council for the purposes of Section 94 of the *Local Government Act 2020*.
2. That the Chief Executive Officer be authorised to:
 - a. Give public notice of the preparation of the 2022-23 Proposed Budget, in accordance with the Council's community engagement policy per Section 96(1)(b) of the *Local Government Act 2020*; and
 - b. The 2022-23 Proposed Budget will be made available for inspection at Council's Customer Service Centres in Edenhope and Kaniva, and online via Council's website and promoted on social media and is available for public inspection and feedback until Tuesday 14th June 2022, and
 - c. Submissions may be included in an agenda for a meeting of the Council that will be made available to the public, and
 - d. Undertake minor editorial changes to the proposed annual budget 2022-23 prior to adoption if required.
3. That Council consider a recommendation or notice of motion to adopt such budget at the Special Council Meeting on Monday 27 June 2022.

Attachments:

No.	Name	RecFind Ref
13.3.1	Proposed Budget 2022-23	
13.3.2	Proposed Annual Plan 2022-23	



14.0 INFRASTRUCTURE DEVELOPMENT AND WORKS

14.1 RECREATION POLICY AND PLAYSPACE POLICY

FILE NUMBER:

REPORT AUTHOR: JAMES MAGEE, ASSETS GIS MANAGER

FOR DECISION

Introduction

The Recreation Policy (Attachment 1) is in place to ensure adequate provision, management, and encouragement in the use of recreation facilities, and to provide high quality, accessible community sport and recreation facilities throughout the municipality.

The Play Space Policy (Attachment 2) provides guidance for provision and maintenance of play spaces including playgrounds, skateparks and kindergarten play areas.

Declaration of Interests

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

Background

Council has had a Recreation and Play Space Policy in place for some time. Both policies were last reviewed and adopted in 2018 and are now due for renewal.

Risk Management Implications

The Recreation Policy and Play Space Policy will provide short, medium and long term guidance in managing the recreational and play space assets under Council's control, thereby assisting in the management of financial risk.

Inspection of assets, record keeping and compliance with Australian Standards are some of the risk management functions within the policies.

Legislative Implications

Relevant Australian Standards are listed within the policies.



Environmental Implications

Nil

Financial and Budgetary Implications

The Recreation Policy and Play Space Policy provide guidance for future budget decisions by Council. Some of the actions are already set in the routines and budgeting of Council, while others will require specific decision in the appropriate budget year in the future.

Policy Implications

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

- Asset Management Policy
- Asset Management Strategy

Council Plan Implications

This report supports the following sections of the West Wimmera Shire Council Plan 2021-2025:

- Goal 1 – Liveable & Healthy Community
- Goal 2 – Diverse and Prosperous Economy
- Goal 4 – Good Governance
- Goal 5 – Our Commitment

Communication Implications

There is no requirement for public advertising for submissions with respect to either document. The adopted documents should be placed on Council's website.

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

It is appropriate for Council to adopt the amended Recreation Policy and Play Space Policy. Both documents should be reviewed in four years or earlier if required.



COUNCIL MEETING AGENDA – 18 MAY 2022 WEST WIMMERA SHIRE COUNCIL

OFFICER RECOMMENDATION:

1. That Council adopt the draft Recreation Policy (Attachment 1).
2. That Council adopt the draft Play Space Policy (Attachment 2).

Attachments:

No.	Name	RecFind Ref
14.1.1	Draft Recreation Policy 2022	
14.1.2	Draft Play Space Policy 2022	
14.1.3	Gender Impact Assessment	



14.2 ASSET MANAGEMENT PLAN 2022 - 2032

FILE NUMBER:

REPORT AUTHOR: JAMES MAGEE, ASSETS GIS MANAGER

FOR DECISION

Introduction

Section 92 of the Local Government Act 2020 requires Council to develop, adopt and keep in force an Asset Plan. The scope of an Asset Plan is for a minimum period of ten financial years. The Asset Plan needs to be adopted by 30 June 2022. Thereafter, Council should review and adopt an Asset Plan by 31 October in the year following a general election of Council.

Declaration of Interests

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

Background

The Asset Plan must include the following:

- information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning in relation to each class of infrastructure under the control of the Council.

Council has named the Asset Plan, the “Asset Management Plan” (AMP) (Attachment 1).

Risk Management Implications

The AMP has a section entitled Risk Management Planning. The section details critical assets, risks, and treatment plans. Having an AMP is beneficial in reducing the long-term financial risk to Council and the preservation of assets in the long term.

Legislative Implications

Officers have compiled the plan in accordance with the requirements of the Local Government Act 2020. Council is required to adopt the plan by 30 June 2022 with it being operative from 1 July 2022.

Environmental Implications

Nil



Financial and Budgetary Implications

The Asset Management Plan provides guidance for future budget decisions by Council with respect to assets. Some of the actions are already set in the routines and budgeting of Council while others will require specific decision in the appropriate budget year during the ten-year period.

Policy Implications

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

- Asset Management Policy
- Asset Management Strategy
- Asset Capitalisation Policy
- Asset Disposal Policy
- Community Engagement Policy

Council Plan Implications

This report supports the following sections of the West Wimmera Shire Council Plan 2021-2025:

- Goal 1 – Liveable & Healthy Community
- Goal 2 – Diverse and Prosperous Economy
- Goal 4 – Good Governance
- Goal 5 – Our Commitment

Communication Implications

After consideration at the March Council Meeting, submissions on the proposed plan were invited for a minimum of 28 days in locally circulating newspapers and Council's website. Council should take any submissions into account before final adoption of the plan. Submissions closed 29 April 2022. No submissions were received.

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 AGENDA – 18 MAY 2022 WEST WIMMERA SHIRE COUNCIL

Conclusion

The Draft Asset Management Plan operates over a ten-year span but needs to be reviewed after each Council election. The plan has been advertised to invite public submissions before final adoption of a plan. No submissions were received.

OFFICER RECOMMENDATION:

That Council adopt the Draft Asset Management Plan (Attachment 1).

Attachments:

No.	Name	RecFind Ref
14.2.1	Draft Asset Management Plan: 2022-2032	
14.2.2	Gender Impact Assessment	



14.3 REGIONAL AIRPORTS PROGRAM – ROUND 3 – UPGRADE OF EDENHOPE AIRPORT

FILE NUMBER:

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

FOR DECISION

Introduction

The intention of this report is to obtain Council's endorsement for the submission of the application to the Regional Airport Program – Round 3 for the improvement of Edenhope Airport. The details of the application were discussed at the Councillor Forum on 4 May 2022 to seek approval from Councillors to proceed with the application process.

Declaration of Interests

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

Background

The federal Department of Industry, Science, Energy, and Resources recently announced a grant program aimed at improving safety and accessibility at the airport in regional Australia.

West Wimmera Shire Council officers and Councillors were approached by Edenhope Group Brigades regarding the upgrade of the airport for firefighting purposes. The subsequent discussion with the CFA district 17 Commander and Assistant Chief Fire Officer suggested the following improvement as a priority:

- Upgrade of a taxiway to improve efficiency and safety.
- Construction of the loading concrete pad.
- Construction of the shed integrated with the ambulance transfer facility, kitchen, storage, and toilets.
- Upgrade of water tanks for firefighting capacity (increased by 150,000 litres).
- Construction of a bore to fill up water in tanks.

CFA has committed to contribute \$220,000 towards this project. At the Councillor Forum on 4 May 2022, the Council committed to contributing \$50,000 towards this project. Both of these fundings are expected to be matched by Regional Airport Program – Round 3 on a 1:1 basis.



The funding is set to close on 17 May 2022. The officers are working tirelessly to submit the application in time. The success of the program is likely to improve the firefighting capacity of this airport and establish this airport as a firefighting subbase during bushfires in the region.

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)

Environmental Implications

Not commended on

Financial and Budgetary Implications

Council has committed to contribute \$50,000 towards this project.

Policy Implications

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

- Asset Management Policy
- Asset Management Strategy
- Procurement 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
 - 1.6 Support a prepared and resilient community
 - 1.6.1 Promote community participation in municipal emergency management planning.
 - 1.6.2 Partner with communities, agencies and neighbouring municipalities to strengthen emergency and disaster planning, awareness, and preparedness.
 - 1.6.3 Plan for and deliver emergency response, relief, and recovery as required in conjunction with Regional Emergency Management Planning Committee (REMPC) Partners.



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Communication Implications

Not commented on.

Gender Equality

Not commented on.

Conclusion

Outcomes of the funding applications are expected to be announced in the new financial year. The application submission will be completed before the presentation of this report to the Council.

OFFICER RECOMMENDATION:

That Council:

- 1. Note the report and endorse the funding application to Regional Airport Program – Round 3 for the improvement of Edenhope Airport.**
- 2. In the situation where the funding application is unsuccessful, authorise officers to utilise the committed fund (\$50,000) in collaboration with CFA to construct priority upgrades at the airport.**

Attachments:

No.	Name	RecFind Ref



**14.4 PLANNING APPLICATION PA1073 FOR THE USE AND DEVELOPMENT
FOR A CONTRACTORS DEPOT AT 45 – 47 MOLLISON STREET
EDENHOPE**

FILE NUMBER:

**REPORT AUTHOR: BERNADINE PRINGLE, CONTRACT TOWN
PLANNER**

FOR DECISION

Introduction

The following report presents Planning Application PA1073 for the use and development for a Contractors Depot at 45-47 Mollison Street Edenhope VIC 3318 (Lot 1 on TP2248701C).

This planning application is being presented to Council for consideration as an objection has been received to the proposal from the adjoining property owner (see attachment 1).

Declaration of Interests

In accordance with Section 130 of the *Local Government Act 2020*, the Officer preparing this report declares no conflict of interest in regards to this matter.

Background

Council Planning Officers provided previous advice to the owners of the land about a proposed building for the storage of vehicles and machinery associated with the owners' arboricultural business and advised that a Planning Permit is required for a Vehicle Store.

Proposal

Council received a planning application for the use and development of a Vehicle Store. The application was amended to be changed to propose the use and development for a Contractors Depot after a request for further information was sent to the applicant who sought further advice from a planning consultant.

The current proposal is for use and development for a Contractors Depot associated with an arboricultural business at the rear of an existing dwelling on the land.

The proposed Contractors Depot includes the construction of a building to store vehicles, machinery and a workshop to be used in conjunction with the arboricultural business. The proposed building will be 20.0 metres long by 12.0 metres wide and will have a maximum height to the apex of the roof of 5.06 metres. There will be a maximum of four (4) staff working in the business, other than the operators of the business who reside in the dwelling

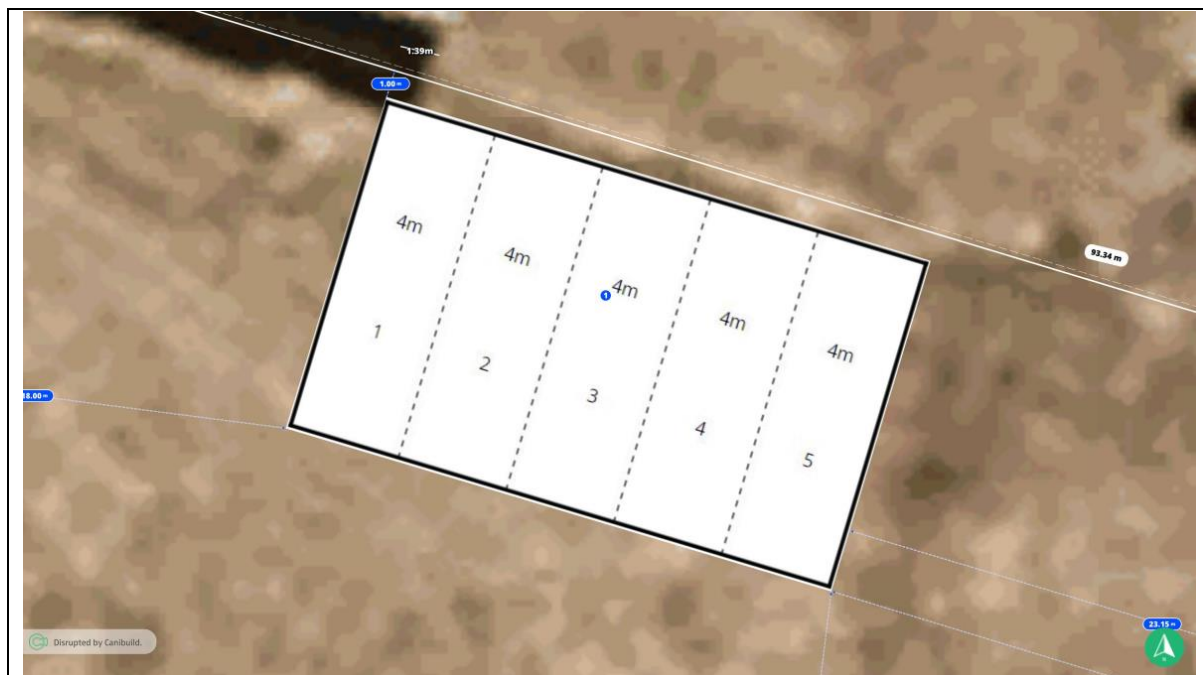


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on the land. The vehicle access to Contractors Depot will be from Abikair Street to the west and an access driveway and gravel car parking area are proposed adjacent to the rear western property boundary.

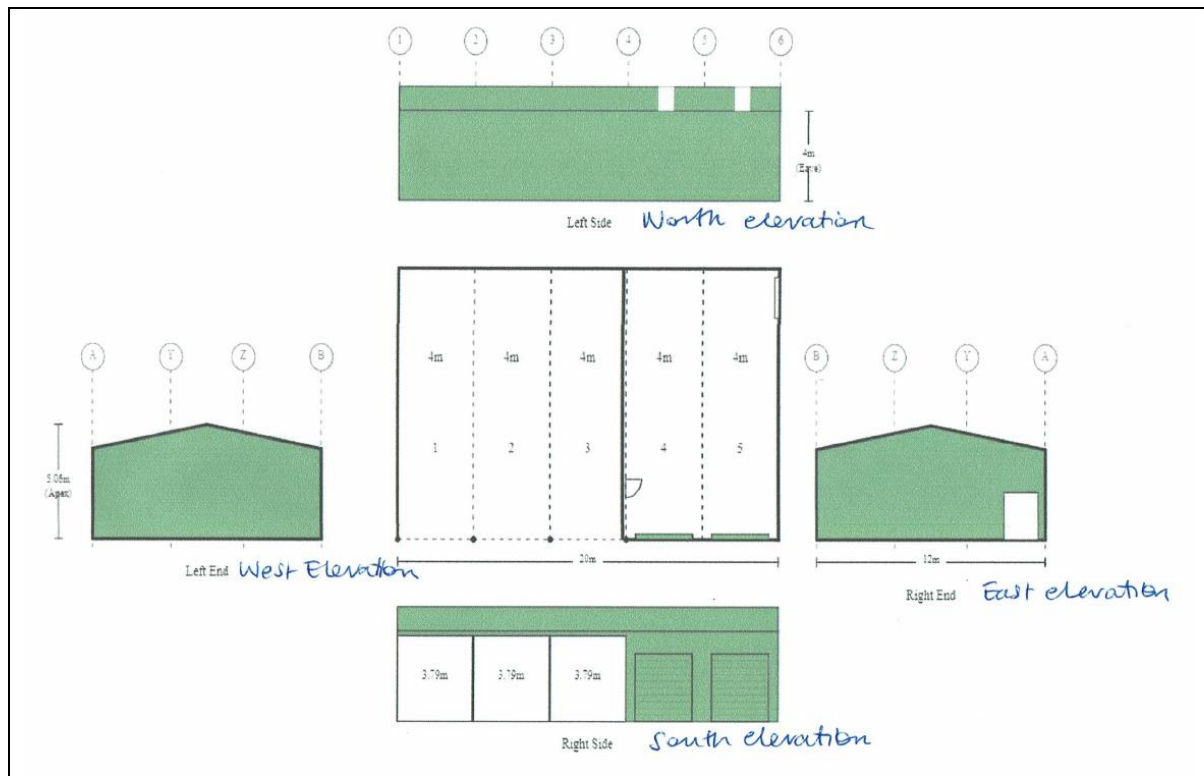
A site plan, floor plan and elevations showing the location and design of the proposed building, vehicle access from Abikair Street and the car parking area are shown below.

Proposed Plans and Elevations below:





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Subject land

The subject land is formally known as 45-47 Mollison Street Edenhope, being Lot 1 on Title Plan 224801C. The land is currently used for residential purposes and contains one single storey dwelling. The land has a total area of approximately 3725 square metres.

The existing dwelling has a floor area of approximately 188 square metres. The proposed building will have a new floor area of 291 square metres.

The surrounding land is also primarily used for residential uses generally comprising single dwellings. The adjoining dwellings to the north and south are situated on smaller lots than the subject land.



Aerial Photo of site and surrounds and Zoning below:



Further Information

Further information was requested by Council on 12 October 2021 including payment of the fee, an amended application form, an amended site plan and details of any signs.

The owners engaged a planning consultant, Amanda Power from Myers Planning Group, to assist with the application and response to the information requested, who provided a written response to the further information letter including the following details about the application.

'As a result of further discussions with Council and the owners / operators of the proposed use, it is requested Council amend the application to be for 'Use and development for a contractors depot'. The Tribunal has in the past described the innominate land use of a 'depot' as meaning land serving as a base where staff come to work or pick up vehicles and machinery, where administrative functions are carried out, where vehicles are parked and kept, where equipment and materials are kept and other ancillary functions occur, such as the repair and maintenance of vehicles and equipment.¹ A contractors depot is considered the most appropriate land use definition based on the use proposed.

The existing crossover will be upgraded to the satisfaction of the responsible authority.



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In relation to car parking, contractors depot is an innominate use under the West Wimmera Planning Scheme, and there is no car parking rate outlined 52.06-5. Car parking must therefore be provided to the responsible authority's satisfaction pursuant to Clause 52.06-6.

The business comprises four (4) staff members (not included the owners of the land) who attend the site to collect vehicles. On this basis, the proponent has provided four on site car parking spaces, as shown on the plans, for staff parking only. The car parking spaces will meet the design standards of Clause 52.06-9.

The nature of the business (Nelson's Tree Services) is such that no visitors are required to attend the site, and no visitor parking is considered required in this instance.'

The description of the application was therefore amended to refer to the 'Use and development of a Contractors Depot'.

Public Notice

The application was advertised pursuant to Section 52 of the *Planning and Environment Act 1987*.

One written objection was received from the owner of the neighbouring property to the south of the site. A copy of the objection is provided as an attachment to this report.

The issues identified within the objection received include:

- Location and visual impact of the car parking area and noise concerns from vehicles due to proximity to bedrooms of the adjoining dwelling.
- Hours of operation, including the use of chippers.
- Future use of the contractors depot.
- Speed limits within site to minimise dust.
- Ongoing maintenance and appearance of site.

A detailed response to the issues raised in the objection was provided by the applicant/owner's planning consultant, which is summarised as follows.

Car Parking area

- The proposed car parking area is an open area, rather than a permanent structure. The majority of available views, including the long range views to the north-west of the tall vegetation around the football ground will not be altered. All views to the west and south of the dwelling will be unaffected by the proposal. The impact of the car parking space is considered appropriate
- In relation to the parking of trucks and vehicles within 60 feet of the southern boundary, it is noted that vehicles are intended to be parked within the proposed shed, and not along the southern boundary.



- To assist with mitigating the impact of the proposal, a one metre wide landscape buffer along the southern boundary of the development site, from the rear of their internal dwelling fence, to the western edge of the submitter's dwelling. The landscape area will comprise species to provide a visual buffer to the development. The westernmost part of the boundary will not be landscaped, to retain the open character and views. Conditions on any permit issued requiring amended plans to show this landscape area are recommended.

Hours of operation

- The hours of operation of the use will be 7am to 4pm, which is considered generally appropriate for the location of the site within the Township Zone.
- No machinery is to be used on site, including chippers or chainsaws. A condition to this effect on any permit issued is recommended.

Future use of the contractors depot

- This application relates to the use of the land for a contractor's depot. Any future use of the land would be subject to further permits as required and is beyond the scope of assessment required under this permit.

Speed limits within site to minimise dust

- There is no legislative requirement for a speed limit within the site. A standard condition requiring dust to be minimised in the construction and maintenance of the parking and manoeuvring areas on any permit issued is recommended.

Ongoing maintenance and appearance of site

- The owners take pride in their business and will maintain the site in good condition. Standard conditions relating to upkeep of the site as part of any permit issued are recommended.

A copy of the response to the objection is also provided as an attachment to this report.

Planning controls

The subject land is situated within a Township Zone (TZ) pursuant to Clause 32.05 of the West Wimmera Planning Scheme.

A planning permit is required for the use of land for a Contractors Depot and to construct buildings and works associated with a Section 2 use (Contractors Depot).

Clause 32.05 Township Zone

Purpose (relevant)

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for residential development and a range of commercial, industrial and other uses in small towns.



- To encourage development that respects the neighbourhood character of the area.

32.05-2 Table of uses

A Contractors Depot is a Section 2 (Permit required) innominate use under this Clause.

32.05-10 Buildings and works associated with a Section 2 use

A permit is required to construct a building or construct or carry out works for a use in Section 2 of Clause 32.05-2.

32.05-13 Decision Guidelines (relevant)

General

- The Municipal Planning Strategy and the Planning Policy Framework.
- The protection and enhancement of the character of the town and surrounding area including the retention of vegetation.
- The availability and provision of utility services, including sewerage, water, drainage, electricity, gas and telecommunications.
- The design, height, setback and appearance of the proposed buildings and works including provision for solar access.
- The need for a veranda along the front or side of commercial buildings to provide shelter for pedestrians.
- Provision of car and bicycle parking and loading bay facilities and landscaping.
- The effect that existing uses on adjoining or nearby land may have on the proposed use.
- The scale and intensity of the use and development.
- The safety, efficiency and amenity effects of traffic to be generated by the proposal.

Clause 52.06 Car Parking

Purpose

To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.

To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.

To support sustainable transport alternatives to the motor car.

To promote the efficient use of car parking spaces through the consolidation of car parking facilities.

To ensure that car parking does not adversely affect the amenity of the locality.

To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

52.06-2 Provision of car parking spaces (relevant)



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Before a new use commences, the number of car parking spaces required under Clause 52.06-5 must be provided to the satisfaction of the responsible authority.

52.06-6 Number of car parking spaces required for other uses (relevant)

Where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority.

52.06-10 Decision guidelines (relevant)

Before deciding that a plan prepared under Clause 52.06-8 is satisfactory the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.
- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area.
- Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).

Assessment

Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF)

The proposed use and development of a Contractors Depot on the site will comply with the relevant policies of the Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF) for the following reasons:

- The proposed Contractors Depot will be used by the owners for their business, which has four staff on the same land as the existing residential use on the front half of the land.
- The proposed development of the rear of the site will not adversely impact on the residential use and appearance of the dwelling on the front eastern portion of the land



fronting Mollison Street. The potential noise impacts for neighbours can be appropriately managed by conditions.

- The proposed building will be located adjacent to an existing building on the adjoining property to the north and will not cause any visual impacts on the surrounding residential properties.

Clause 32.05 Township Zone

The proposed Contractors Depot has been assessed against the relevant decision guidelines of the Township Zone. The proposal complies with the Township Zone for the following reasons:

- The proposal will comply with the MPS and PPF.
- The use and development will not adversely impact on the character of the town and surrounding area and no vegetation will be affected.
- The proposed building can be connected to the required utility services, including sewerage, water, drainage, electricity and telecommunications as required.
- The design, height, setback and appearance of the proposed buildings and works including the access from Abikair Street and the car parking area will not cause adverse visual impacts and will not reduce the provision for solar access.
- The provision of a gravel car parking area for staff adjacent to western boundary is acceptable as this is an open area and there are no structures proposed along this western boundary that would alter views to the west for the adjoining dwelling.
- The owner is prepared to provide a landscaping area along part of the southern boundary to provide a low height landscaping buffer to soften the appearance of the car park from the adjoining property to the south.
- Loading and unloading will occur within the building on the site.
- It is noted that within the Township Zone commercial uses are encouraged in the same areas as residential development and the important issue is that potential amenity impacts are appropriately managed to protect the amenity of the area.
- The existence of residential uses on the adjoining or nearby land will require the proposed hours of operation, noise and amenity impacts to be controlled by conditions.
- The scale and intensity of the proposed use and development is acceptable in this location subject to conditions.
- There are unlikely to be any safety and amenity effects of traffic to be generated by the proposal due to the low numbers of staff (4) and hours of operation between 7am and 4pm, which will be managed by conditions.

Clause 52.06 Car Parking

The proposed car parking area for four (4) car spaces will be used by the four (4) staff members (not included the owners of the land) who work in the business and who attend the site to collect vehicles. There are no visitors to the site and the car parking is for staff parking only. The car parking spaces will meet the design standards of Clause 52.06-9. The provision of four (4) car parking spaces is adequate for this type of use and satisfies Clause 56.06-6.



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The location of the car parking area adjacent to the west boundary is acceptable as it will allow suitable vehicle movements to and from the proposed building and be an open area that will not detract from the character and appearance of the area.

Clause 65 Decision Guidelines

The proposal will comply with the MPS and PPF and discussed above. The proposal is regarded as an appropriate modest scale commercial use that is unlikely to adversely impact on the amenity of the adjacent residential uses. The proposal will adequately protect the environment, human health and the amenity of the area subject to conditions to protect the amenity of the surrounding residential uses. The proposal will facilitate the orderly planning of the area and comply with this Clause.

Risk Management Implications

Council is the responsible authority for the administration of the Planning and Environment Act (1987). The assessment of this application is conducted by Council officers in accordance with this legislation.

Legislative Implications

Planning and Environment Act (1987)
Gender Equality Act (2020)

Environmental Implications

The application was referred to the Wimmera Catchment Management Authority (WCMA) for advice as the proposed dwelling is to be situated within 100 metres of a waterway. No objections were received to the proposal.

Financial and Budgetary Implications

The operation of Council's regulatory planning and building services are conducted within the adopted 2021 – 2022 Council budget.

Policy Implications

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

Community Engagement Policy
Customer Service Policy



Council Plan Implications

This report supports the following sections of the West Wimmera Shire Council Plan 2021-2025:

- Strategic Objective 1: Liveable and Healthy Community
- Strategic Objective 2: Diverse and Prosperous Economy
- Strategic Objective 4: Good Governance

Communication Implications

The application was advertised by mail to surrounding property owners and occupiers. A sign was also displayed on the site. One written objection was received. The issues identified within the objection have been summarised above.

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 proposed use and development of a Contractors Depot is consistent with the relevant provisions of the West Wimmera Planning Scheme, and in particular, the purpose and decision guidelines of the Township Zone.

The proposed building is located in an appropriate position at the rear of the site and adjacent to an existing shed on the adjoining property to the north.

The issues raised by the owner of the neighbouring property can be adequately addressed by:

- The provision of a landscape buffer with low indigenous landscaping be planted between the development site and the adjoining dwelling to the south along part of the southern property boundary that will maintain views.
- Conditions limiting the hours of operation from 7am to 4pm and that no machinery including chainsaws and chippers are be used on the site.
- The use for only a Contractors Depot will be managed by standard conditions.
- Conditions to minimise dust and amenity impacts will be required.
- Conditions to ensure ongoing maintenance of the site will be required.

Given the above, it is recommended that Council approve Planning Application PA1073 and issue a Notice of Decision to Grant a Permit for the use and development for a Contractors Depot, in accordance with the conditions outlined below:



OFFICER RECOMMENDATION:

That Council resolves to issue a Notice of Decision to Issue a Planning Permit for the use and development for a Contractors Depot at 45-47 Mollison Street Edenhope (Lot (Lot 1 on TP2248701C), in accordance with plans submitted and subject to the following conditions:

Conditions:

Amended plans

1. Before the commencement of the development, amended plans must be submitted to Responsible Authority to the satisfaction of the Responsible Authority showing:
 - a) An amended site plan to show the location of the internal fence that screens the area of the existing dwelling from the proposed use and development on the site.
 - b) A landscape plan showing a one metre wide landscape buffer with indigenous plant species along the southern boundary of the site, to extend from the rear of the internal fence to the western edge of the adjoining dwelling to the south, with no landscaping on site to the west of the adjoining dwelling in accordance with Condition 3.

Endorsed Plans/Documents

2. The approved use and development must be in accordance with the endorsed plans which form part of this permit and must not be altered or modified without the consent in writing of the Responsible Authority.

Landscape Plan

3. Before the commencement of the development, a landscape plan must be submitted and approved by the Responsible Authority. The landscape plan must show the planting of indigenous shrubs to provide a visual buffer adjacent to the adjoining dwelling to the south. The landscaping must be maintained and/or replaced as necessary to the satisfaction of the Responsible Authority.

General Requirements

4. The external materials finishes and colours for the approved development must be subdued and non-reflective tones to blend in with the residential character of the area to the satisfaction of the Responsible Authority.
5. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.



Hours of Operation

6. The operating hours for the use must not occur outside the following hours:

- a) 7.00 am to 4.00pm Monday to Friday.

Unless with the further written consent of the Responsible Authority.

Dust

7. The use and development must be managed to minimise the dust from the activities occurring on the land at all times, to the satisfaction of the Responsible Authority.

Amenity

8. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:

- a) Transport of materials, goods or commodities to or from the land.
- b) Appearance of any building, works or materials.
- c) Artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.
- d) Presence of vermin.

Lighting

9. External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land, to the satisfaction of the Responsible Authority.

Waste

10. Provision must be made on the land for the storage and collection of garbage and other solid waste. This area must be graded and drained and screened from public view to the satisfaction of the Responsible Authority.

Access

11. Vehicle access to the approved development must be via a new crossover and driveway from Abikair Street to the satisfaction of the Responsible Authority.

Car Parking

12. A minimum of four (4) car spaces must be provided on site for the approved use, including the provision of an adequate number of accessible car spaces with dimensions and layout to comply with the Australian Standards, to the satisfaction of the Responsible Authority.



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13. All car parking, access lanes and driveways as shown on the plans to remain unobstructed and available for their intended use at all times, unless otherwise approved in writing by the Responsible Authority.
14. Car spaces and parking areas, access lanes and driveways must be constructed and maintained in a good condition to the satisfaction of the Responsible Authority.

Stormwater Drainage

15. Stormwater drainage from the approved development must be directed to the legal point of discharge to the satisfaction of the Responsible Authority.

Permit Expiry – Use and Development

16. This permit will expire if one of the following circumstances applies:
 - a) The development is not commenced within two years of the date of this permit.
 - b) The development is not completed, and the use is not commenced within four years of the date of this permit.
 - c) The use is not commenced within 4 years of the date of this permit.

The Responsible Authority may extend the permit if a request is made in writing prior to expiry of the permit or within six months afterwards.

Note:

- A Works Within Road Reserves Permit must be obtained for the new crossover to Abikair Street before any construction commences and must be constructed in accordance with Council standards.
- A Building Permit is required for the proposed building before any construction can commence.

Attachments:

No.	Name	RecFind Ref
14.4.1	Objection	C22/000168 C22/000024
14.4.2	Response to objection	C22/001233



14.5 TRANSFER STATION UPGRADE FUND – ROUND 2 – 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 approval from the Council to proceed with the funding application to Transfer Station Upgrade Fund – Round 2. This fund will allow us to improve transfer stations and community drop-off locations to enable the residents of West Wimmera Shire Council to access Drop Off facility for the glass stream.

Declaration of Interests

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

Background

The Department of Environment, Land, Water, and Planning recently announced a grant program aimed to provide regional and rural households with access to drop-off facilities for glass, food organics, and garden organics through new or upgraded transfer stations or drop-off collection points.

Recycling Victoria has mandated the creation of facilities for the collection of separated glass by 2027 and a separate stream for the collection of food organics and garden organics by 2030. West Wimmera Shire Council's draft Transition Plan was developed in line with this direction in late 2020.

The intention is to create a drop-off location at every transfer station with an aggregation point to be located at Edenhope Transfer Station. Furthermore, officers are working out some key strategic locations to create drop-off points in some of the larger townships. Difficulty in controlling the vandalism may be the limiting factor in creating a larger number of community drop-off points.

The collected glass will then be transported to Warracknabeal for crushing to convert it into a road making material.

On average, approximately \$290,000 will be available to each of the Councils applying for this funding. The funding limits will be adjusted based on the number of applications received. There are no co-contribution requirements from councils to access this funding.



The funding is set to close on 31 May 2022. The officers are working tirelessly to identify the location of the drop-off point, develop the cost estimate and submit the funding application in time.

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)

Environmental Implications

This project is likely to have a positive outcome on the environment due to the encouragement of better recycling practices.

Financial and Budgetary Implications

No contribution is required from the Council.

Policy Implications

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

- Asset Management Policy
- Procurement Policy

Council Plan Implications

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

- Goal 3 – Sustainable Environment
 - 3.2 Promote sustainable environmental management practices
 - 3.2.3 Support initiatives to assist with the disposal of waste products from agricultural activity.
 - 3.2.4 Continue to look at circular economy opportunities.
 -

Communication Implications

Not commented on



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Gender Equality

Not commented on

Conclusion

Outcomes of the funding applications are expected to be announced in the new financial year. The completion of this project will encourage better recycling practices to the West Wimmera Shire Council residents.

OFFICER RECOMMENDATION:

That Council provides the approval to proceed with the funding application to the Transfer Station Upgrade Fund – Round 2.

Attachments:

No.	Name	RecFind Ref



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.

MEETING CONCLUDED:

NEXT MEETING:

**WEDNESDAY, 15 JUNE 2022
KANIVA COUNCIL CHAMBER**