



AGENDA – ANNUAL STATUTORY MEETING TO ELECT THE MAYOR – 2 NOV 2022  
**WEST WIMMERA SHIRE COUNCIL**

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**TO BE HELD:** Wednesday 2 November 2022

**LOCATION:** Kaniva Council Chamber

**COMMENCEMENT:** 9:00am

**PUBLIC ACCESS:** Open to the public and Live Streaming from Council's website [www.westwimmera.vic.gov.au](http://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) James Bentley Director Corporate & Community Services (DCCS) Ram Upadhyaya Director Infrastructure Development & Works (DIDW)

*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.*

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***Vision Statement:***

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



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**1.0 WELCOME – CHIEF EXECUTIVE OFFICER**

**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 – CHIEF EXECUTIVE OFFICER**

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**

**4.0 LEAVE OF ABSENCE**

**5.0 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.*



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**6.0 MAYORAL TERM**

*Local Government Act 2020*

*Section 26(3) Before the election of the Mayor, a Council, other than the Greater Geelong City Council, must determine by resolution whether the Mayor is to be elected for a 1 year or a 2 year term.*

**RECOMMENDATION:**

**That the next Mayor of West Wimmera Shire Council be elected for a one or two year term.**



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## 7.0 ELECTION OF MAYOR

### *Governance Rules Part B*

#### *4. Election of the Mayor*

*The Chief Executive Officer must facilitate the election of the Mayor in accordance with the provisions of the Local Government Act 2020.*

#### *5. Method of Voting*

*The election of the Mayor must be carried out by a show of hands.*

#### *6. Determining the Election of the Mayor*

*6.2 The Chief Executive Officer must open the meeting at which the Mayor is to be elected, and invite nominations for the office of Mayor.*

*6.3 Nominations for the office of Mayor can be received in the following ways:*

*6.3.1 In writing and in a form prescribed by the Chief Executive Officer; or*

*6.3.2 Via a verbal nomination at the meeting as called for by the CEO*

*6.3.3 Written nominations must be seconded / co-signed by another Councillor.*

*6.3.4 The seconder of a nomination has the right to nominate one other Councillor.*

### **RECOMMENDATION:**

**That Council elect Councillor ..... as Mayor of West Wimmera Shire Council for the 2022-2023/24 year.**



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## 8.0 APPOINTMENT OF DEPUTY MAYOR

*Local Government Act 2020*

*20A Office of Deputy Mayor*

*(1) A Council may establish an office of Deputy Mayor.*

*(2) If the Council has established an office of Deputy Mayor, the provisions of this Act relating to the office of Deputy Mayor apply.*

*Governance Rules*

*7. Election of Deputy Mayor and Chairs of Delegated Committees*

*Any election for:*

*7.1 Any office of Deputy Mayor; or*

*7.2 Chair of a Delegated Committee*

*will be regulated by Rules 4-6 (inclusive) of this Chapter, as if the reference to the:*

*7.3 Chief Executive Officer is a reference to the Mayor; and*

*7.4 Mayor is a reference to the Deputy Mayor or the Chair of the Delegated Committee (as the case may be).*

The majority of Local Councils within Victoria elect a Deputy Mayor.

West Wimmera Shire Council elected a Deputy Mayor for the first time in its history, for the 2019-2020 year and continued that practice in the years following. Officers recommend that the Council continue the practice of electing a Deputy Mayor for the 2022/23 year.

The proposed term for the Deputy Mayor is 12 months.

### **OFFICER RECOMMENDATION:**

**That Council elect Councillor ..... as Deputy Mayor of West Wimmera Shire Council for the 2022-2023 year.**

**OR**

**That Council resolves not to elect a Deputy Mayor for 2022-2023.**



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**9.0 DATE & PLACE OF COUNCIL MEETINGS – SCHEDULE FOR 2023**

**FILE NUMBER: AD0183**

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

**FOR DECISION**

Introduction

In an election year and pursuant to Council's Governance Rules, Division 1 Section 9, Council determines the schedule for its Council Meetings for the next calendar year at the meeting following the declaration of the Council.

Declaration of Interests

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

Background

Historically Council Meetings have been held on a monthly basis, with the exception of January when there is no meeting and are they generally held on the third Wednesday of the month commencing at 2.00pm.

The Councillor Forum is also held on a monthly basis, with the exception of January when there is no meeting, and are generally held on the first Wednesday of the month. The venue alternates between Edenhope and Kaniva.

The majority of the eleven Council Meetings for the year are held in Edenhope and Kaniva.

Recurrent timing clashes with RCV & MAV Annual Events

Each year, there is a trio of annual events which inevitably clash with Council's scheduled Council Meetings.

These are the Rural Councils Victoria (RCV) Annual Forum and AGM, the Municipal Association of Victoria's (MAV) Annual Conference, and the Municipal Association of Victoria's State Council in Melbourne which is typically held from Wednesday to Friday in the third week of October and attended by the CEO and all Councillors.



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At the time of writing this report the RCV/MAV event dates in 2022 had not been confirmed. The meeting schedule included in the Officer Recommendation at the end of this report has not considered these possible necessary variations and will need to be considered and resolved accordingly at a later date.

Another annual three-day event which also usually clashes with a scheduled Council Meeting is the Australian Local Government Association (ALGA) National Congress in Canberra, attended by the Mayor and the CEO, or the Mayor and another Councillor. As with the meetings above if it becomes necessary to alter council meeting dates to accommodate attendance then Council will need to resolve accordingly in time to give public notice in accordance with the Act.

### Venue and frequency for Community Forums

Councillors are advised that the planning of Community Forums requires at least six weeks of lead time, which includes liaising with the relevant community committee groups regarding their availability to host the Meeting and Forum, organising catering with the committee, generating publicity including the required Council Meeting advertisement, inviting the relevant communities, and receiving RSVPs.

Community Forums are open to all residents of the Shire.

The following chart shows that among the towns within West Wimmera, Council has not visited Minimay and Benayeo since 2014 & 2017 respectively, so these are the suggested venues for the two Community Forums in 2023.





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Community Forum Town / Locality	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Apsley					✓						✓	✓	
Benayeo		✓					✓						✓
Charam			✓					✓					
Connewirrecoo	✓								✓				
Dinyarrak Fireshed										✓			
Dorodong						✓							
Douglas	✓							✓					
Goroke					✓				✓				
Gymbowen	✓					✓							
Harrow				✓							✓	✓	
Lawloit					✓				✓				
Lillimur			✓				✓						
Minimay				✓									✓
Nurcoung							✓						
Peronne			✓							✓			
Poolaijelo		✓								✓			
Serviceton	✓			✓				✓					
Telopea Downs		✓				✓							

*Note:*

- *All Council Meetings will commence at 2.00pm*



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**OFFICER RECOMMENDATION:**

That Council adopt the proposed meeting schedule (date & place) as listed below as the dates and venues for Council Meetings, Community Forums and Councillor Forums for 2023, noting that all Council Meetings will commence at 2.00pm. Councillor Forum Meetings will generally commence at 9:00am but may be varied as required.

Month	Date	Meeting	Venue
February	Wed 1 Feb 2023	Councillor Forum	Kaniva
	Wed 15 Feb 2023	Council Meeting	Edenhope
March	Wed 1 Mar 2023	Councillor Forum	Edenhope
	Wed 15 Mar 2023	Council Meeting	Kaniva
April	Wed 5 Apr 2023	Councillor Forum	Kaniva
	Wed 19 Apr 2023	Council Meeting	Edenhope
May	Wed 3 May 2023	Councillor Forum	Edenhope
	Wed 17 May 2023	Council Meeting & Community Forum	Minimay
June	Wed 7 Jun 2023	Councillor Forum	Kaniva
	Wed 21 Jun 2023	Council Meeting	Edenhope
July	Wed 5 Jul 2023	Councillor Forum	Edenhope
	Wed 19 Jul 2023	Council Meeting	Kaniva
August	Wed 2 Aug 2023	Councillor Forum	Kaniva
	Wed 16 Aug 2023	Council Meeting	Edenhope
September	Wed 6 Sep 2023	Councillor Forum	Edenhope
	Wed 20 Sep 2023	Council Meeting & Community Forum	Benayeo
October	Wed 4 Oct 2023	Councillor Forum	Kaniva
	Wed 18 Oct 2023	Council Meeting	Edenhope
November	Wed 1 Nov 2023	Council Meeting to elect Mayor	Edenhope
	Wed 1 Nov 2023	Councillor Forum	Edenhope
	Wed 15 Nov 2023	Council Meeting	Kaniva
December	Wed 6 Dec 2023	Councillor Forum	Kaniva
	Wed 20 Dec 2023	Council Meeting	Edenhope



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### 10.0 APPOINTMENTS TO REGIONAL AND STATE BODIES

Council makes a series of appointments to regional and State bodies as detailed below. Councillors also sit on other State bodies as individuals, but usually receive Council endorsement.

It is appropriate that Council representatives and alternate representatives to these bodies be appointed, as well as the CEO or a Director of Council, in certain cases.

The term of the appointment is twelve months commencing from today's meeting.

REGIONAL / STATE BODY	PREVIOUS REPRESENTATIVE/S 2021/2022	PROPOSED REPRESENTATIVE 2022/2023	ALTERNATE REPRESENTATIVE 2022/2023
Johnny Mullagh Interpretive Centre Inc	Cr Houlihan CEO Alt: Cr T Meyer		
Kaniva Community Sporting Complex	Cr B Meyer Director CCS Alt: Cr Houlihan		
Little Desert National Park Fire Control Committee	Cr Pretlove Director IDW Alt: Cr T Meyer		
Local Government State Wide Forum – Recycling and Waste Matters	Cr Houlihan Alt:		
Municipal Association of Victoria (MAV)	Cr B Meyer Alt: Cr Pretlove	Mayor	Deputy Mayor (if any)
North West Municipalities Association (NWMA)	Cr B Meyer Alt: Cr Pretlove	Mayor	Deputy Mayor (if any)
Rail Freight Alliance (RFA)	Cr T Meyer Alt: Cr B Meyer		
Rural Councils Victoria (RCV)	Cr B Meyer CEO Alt: Cr Pretlove	Mayor	Deputy Mayor (if any)
West Wimmera Landcare Network	Cr Domaschensz Alt: None		
West Wimmera Rural Water Supply Project Steering Committee	Cr Houlihan Alt: Cr Pretlove		
West Wimmera Shire Cemeteries Trust	All Councillors Sec: Director CCS		



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Western Highway Action Committee (WHAC)	Cr T Meyer Director IDW Alt: Cr B Meyer		
Wimmera Development Association (WDA)	Cr Domaschenz Alt: Cr Pretlove		
Wimmera Mallee Regional Tourism Association	Cr Domaschenz Alt: Cr Pretlove		
Wimmera Mallee Sustainability Alliance (WMSA)	Cr Houlihan Alt: Cr Domaschenz		
Wimmera Primary Care Partnership (PCP)	Cr Pretlove CEO Alt: Cr Domaschenz		
Wimmera Regional Library Corporation (WRLC)	Cr B Meyer Director CCS Alt: Cr Pretlove		
Wimmera Southern Mallee Regional Transport Group (WSMRTG)	Cr T Meyer Director IDW Alt: Cr Pretlove		



**RECOMMENDATION:**

**That the appointments of Council representatives to regional and State bodies, as detailed in the table below, be accepted and the relevant bodies be advised.**

REGIONAL / STATE BODY	PREVIOUS REPRESENTATIVE/S 2021/2022	PROPOSED REPRESENTATIVE 2022/2023	ALTERNATE REPRESENTATIVE 2022/2023
Johnny Mullagh Interpretive Centre Inc	Cr Houlihan CEO Alt: Cr T Meyer		
Kaniva Community Sporting Complex	Cr B Meyer Director CCS Alt: Cr Houlihan		
Little Desert National Park Fire Control Committee	Cr Pretlove Director IDW Alt: Cr T Meyer		
Local Government State Wide Forum – Recycling & Waste Matters	Cr Houlihan Alt:		
Municipal Association of Victoria (MAV)	Cr B Meyer Alt: Cr Pretlove	Mayor	Deputy Mayor (if any)
North West Municipalities Association (NWMA)	Cr B Meyer Alt: Cr Pretlove	Mayor	Deputy Mayor (if any)
Rail Freight Alliance (RFA)	Cr T Meyer Alt: Cr B Meyer		
Rural Councils Victoria (RCV)	Cr B Meyer CEO Alt: Cr Pretlove	Mayor	Deputy Mayor (if any)
West Wimmera Landcare Network	Cr Domaschenz Alt: None		
West Wimmera Rural Water Supply Project Steering Committee	Cr Houlihan Alt: Cr Pretlove		
West Wimmera Shire Cemeteries Trust	All Councillors Sec: Director CCS		
Western Highway Action Committee (WHAC)	Cr T Meyer Director IDW Alt: Cr B Meyer		
Wimmera Development Association (WDA)	Cr Domaschenz Alt: Cr Pretlove		
Wimmera Mallee Regional Tourism Association	Cr Domaschenz Alt: Cr Pretlove		



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Wimmera Mallee Sustainability Alliance (WMSA)	Cr Houlihan Alt: Cr Domaschenz		
Wimmera Primary Care Partnership (PCP)	Cr Pretlove CEO Alt: Cr Domaschenz		
Wimmera Regional Library Corporation (WRLC)	Cr B Meyer Director CCS Alt: Cr Pretlove		
Wimmera Southern Mallee Regional Transport Group (WSMRTG)	Cr T Meyer Director IDW Alt: Cr Pretlove		



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**11.0 AUDIT & RISK COMMITTEE (ADVISORY COMMITTEE) – SECTION  
 53 OF LOCAL GOVERNMENT ACT 2020**

**53 Council must establish an Audit and Risk Committee**

- (1) A Council must establish an Audit and Risk Committee.
- (2) An Audit and Risk Committee is not a delegated committee.
- (3) An Audit and Risk Committee must—
  - (a) include members who are Councillors of the Council; and
  - (b) consist of a majority of members who are not Councillors of the Council and who collectively have—
    - (i) expertise in financial management and risk; and
    - (ii) experience in public sector management; and
  - (c) not include any person who is a member of Council staff of the Council.
- (4) The chairperson of an Audit and Risk Committee must not be a Councillor of the Council.
- (5) Sections 123 and 125 and Division 2 of Part 6 apply to a member of the Audit and Risk Committee who is not a Councillor as if the member were a member of a delegated committee.
- (6) A Council may pay a fee to a member of an Audit and Risk Committee who is not a Councillor of the Council.

<b>AUDIT &amp; RISK COMMITTEE</b>	<b>PREVIOUS REPRESENTATIVES 2021/2022</b>	<b>PROPOSED 2022/2023 REPRESENTATIVES</b>
Councillors	Cr B Meyer Cr Pretlove Alternate: Cr Houlihan	Mayor Deputy Mayor Alternate:
Independent members	Mr Mick Jaensch  Mr Andrew Johnson  Ms Monica Revell  Ms Celeste Gregory	Mr Mick Jaensch (Chair)  Mr Andrew Johnson  Ms Celeste Gregory
Council Officer Contact	Director Corporate & Community Services (DCCS) Chief Finance Officer	Director Corporate & Community Services (DCCS) Chief Finance Officer



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**FOR DECISION**

**RECOMMENDATION:**

**That Council elect the representatives to Council’s Audit & Risk Committee as detailed in the table below for 2022/2023.**

<b>AUDIT &amp; RISK COMMITTEE</b>	<b>PREVIOUS REPRESENTATIVES 2021/2022</b>	<b>PROPOSED 2022/2023 REPRESENTATIVES</b>
Councillors	Cr B Meyer Cr Pretlove Alternate: Cr Houlihan	
Independent members	Mr Mick Jaensch  Mr Andrew Johnson  Ms Monica Revell  Ms Celeste Gregory	Mr Mick Jaensch (Chair)  Mr Andrew Johnson  Ms Celeste Gregory
Council Officer Contact	Director Corporate & Community Services (DCCS) Chief Finance Officer	Director Corporate & Community Services (DCCS) Chief Finance Officer





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### 12.0 APPOINTMENTS TO ADVISORY COMMITTEES

Council has established several Advisory Committees, which are a non-legislated type of committee, and have been set up to provide advice to Council.

Any recommendations from these committees for action or expenditure must be taken by Council in a Council Meeting, by formal resolution of Council.

Council's current Advisory Committees are:

COMMITTEE	PREVIOUS REPRESENTATIVES 2020/2021	PROPOSED REPRESENTATIVES 2021/2022
CEO Performance Planning Advisory Committee (CEMAC)	All Councillors Kelvin Spiller	All Councillors Kelvin Spiller
West Wimmera Shire Kaniva Recreation Reserve Advisory Committee	Cr B Meyer Alt: Cr Houlihan Director CCS  Community Members: Kaniva Community Sporting Complex Kaniva Cricket Club Kaniva Hockey Club Kaniva Leeor United Football Club Kaniva Leeor United Netball Club Kaniva Lions Club	Community Members: Kaniva Community Sporting Complex Kaniva Cricket Club Kaniva Hockey Club Kaniva Leeor United Football Club Kaniva Leeor United Netball Club Kaniva Lions Club
West Wimmera Shire Sustainability Advisory Committee	Cr Domaschenz Cr Pretlove Director IDW	
West Wimmera Tourism Advisory Committee	Cr Pretlove  Community Members: Tanya Turner Gianna Saba Graham Carter Georgina Campbell Helen Mulraney-Roll Gregory Buttle	Community Members: Tanya Turner Gianna Saba Graham Carter Georgina Campbell Helen Mulraney-Roll



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	Valerie Collins Lorraine Oliver Jenny Chenhall Debra Crawford Heath McClure Michelle Penrose Jane Craig Josie Sangster Lyn Powell Helen Hobbs Julie Finch Kelvin Moar Leanne Lucas	Gregory Buttle Valerie Collins Lorraine Oliver Jenny Chenhall Debra Crawford Heath McClure Michelle Penrose Jane Craig Josie Sangster Lyn Powell Helen Hobbs Julie Finch Kelvin Moar Chris Craig
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### FOR DECISION

### RECOMMENDATION:

That Council elect the representatives to the Advisory Committees as detailed in the table below:

COMMITTEE	PREVIOUS REPRESENTATIVES 2020/2021	PROPOSED REPRESENTATIVES 2021/2022
CEO Performance Planning Advisory Committee	All Councillors	All Councillors
West Wimmera Shire Kaniva Recreation Reserve Advisory Committee	Cr B Meyer Alt: Cr Houlihan Director CCS  Community Members: Kaniva Community Sporting Complex Kaniva Cricket Club Kaniva Hockey Club Kaniva Leeor United Football Club Kaniva Leeor United Netball Club Kaniva Lions Club	



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West Wimmera Shire Sustainability Advisory Committee	Cr Domaschenz Cr Pretlove Director IDW	
West Wimmera Tourism Advisory Committee	Cr Pretlove  Community Members: Tanya Turner Gianna Saba Graham Carter Georgina Campbell Helen Mulraney-Roll Gregory Buttle Valerie Collins Lorraine Oliver Jenny Chenhall Debra Crawford Heath McClure Michelle Penrose Jane Craig Josie Sangster Lyn Powell Helen Hobbs Julie Finch Kelvin Moar Leanne Lucas	Community Members: Tanya Turner Gianna Saba Graham Carter Georgina Campbell Helen Mulraney-Roll Gregory Buttle Valerie Collins Lorraine Oliver Jenny Chenhall Debra Crawford Heath McClure Michelle Penrose Jane Craig Josie Sangster Lyn Powell Helen Hobbs Julie Finch Kelvin Moar Chris Craig

**MEETING CONCLUDED:**