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# WELCOME

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TO THE WEST

## West Wimmera Shire Council

### AGENDA

### COUNCIL MEETING

Wednesday 15 November 2023  
2:00 pm

Council Chambers  
Kaniva Council Office  
25 Baker Street, Kaniva Victoria  
3419

#### **PUBLIC ACCESS**

Open to the public and Live streaming from  
Council's website:

[www.westwimmera.vic.gov.au](http://www.westwimmera.vic.gov.au)





## Councillors and Shire Map



**MAYOR**  
**Cr. Tim Meyer**



**DEPUTY  
MAYOR**  
**Cr. Tom  
Houlihan**



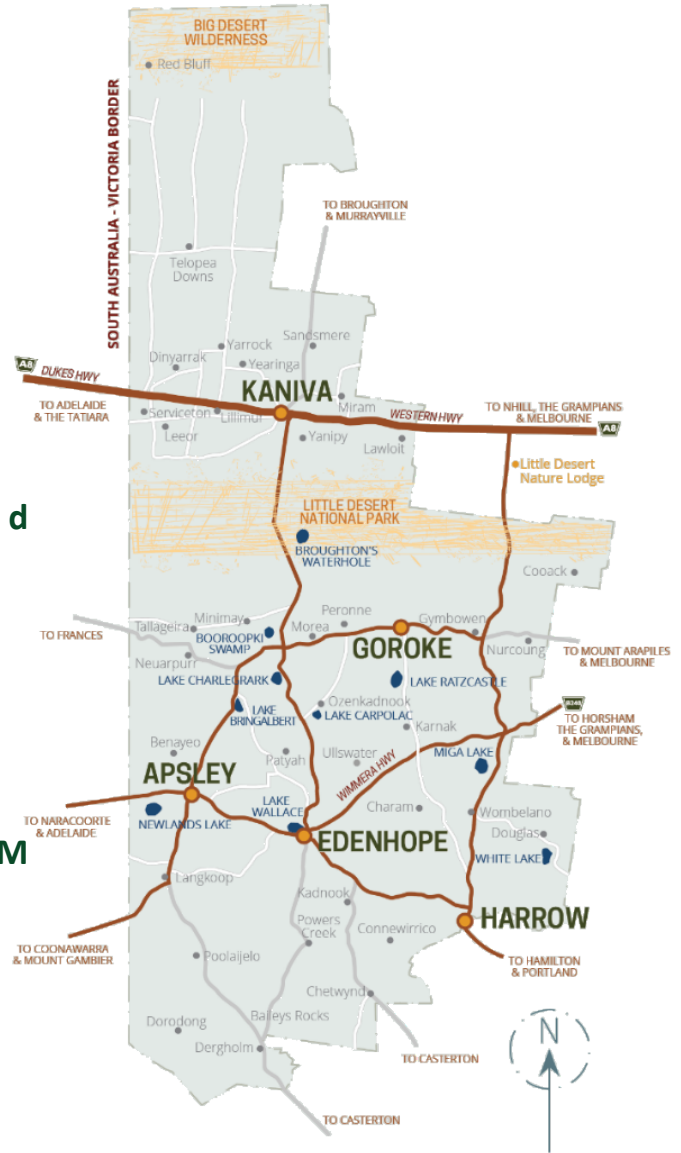
**Cr. Richard  
Hicks**



**Cr. Bruce  
Meyer OAM**



**Cr. Jodie  
Pretlove**





## COUNCIL VISION

**Our West Wimmera community is healthy, thriving, diverse, harmonious, prosperous, and self-sustaining, with regional and global connectivity.**

## OUR VALUES

**INNOVATIVE** – We will proactively respond to change, are optimistic about our future and pursue continuous improvement in everything that we do.

**ACCOUNTABLE** – We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency, achievement of goals and advocating for our community

**UNITED** – We will do everything within our ability to encourage and form trusting relationships, to work together as one team to achieve our goals and advocate for ‘One West Wimmera’.

**COLLABORATIVE** – We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community’s benefit.

## OUR GOALS







### **Purpose of Council meetings**

- (1) Council holds scheduled meetings and, when required, unscheduled meetings to conduct the business of Council.
- (2) Council is committed to transparency in decision making and, in accordance with the Local Government Act 2020, Council and Delegated Committee meetings are open to the public and the community are able to attend.
- (3) Meetings will only be closed to members of the public, in accordance with section 66 of the Act, if:
  - (a) there are clear reasons for particular matters to remain confidential; or
  - (b) a meeting is required to be closed for security reasons; or
  - (c) it is necessary to enable the meeting to proceed in an ordinary manner.
- (4) A meeting closed to the public for the reasons outlined in sub-rule 3(b) or 3(c) will continue to be livestreamed. In the event a livestream is not available:
  - (a) the meeting may be adjourned; or
  - (b) a recording of the proceedings may be available on the Council website

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 5 Questions from the Gallery.

This Council meeting will be recorded for live streaming.

### **Councillors pledge**

*As Councillors of West Wimmera Shire Council, we solemnly and sincerely declare and affirm that we will consider each item on this agenda in the best interests of the whole municipal community.*





**REQUIRED TO ATTEND:**

**Councillors:**

Tim Meyer, Mayor  
Tom Houlihan, Deputy Mayor  
Richard Hicks  
Bruce Meyer OAM  
Jodie Pretlove

**Executive Leadership Team:**

David Bezuidenhout - Chief Executive Officer (CEO)  
James Bentley - Director Corporate & Community Services (DCCS)  
Ram Upadhyaya - Director Infrastructure Development & Works (DIDW)



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## 1 Welcome

## 2 Acknowledgement of Country

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.

## 3 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.

## 4 Apologies, Leave of Absences, Declaration of Conflict of Interest

### 4.1 Apologies

### 4.2 Leave of Absence

### 4.3 Declaration of Conflict of Interest

*All Councilors 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.*



## 5 Questions from the Gallery

### 5.1 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 submitted subsequent to that deadline can be lodged electronically to [KaddieCother@westwimmera.vic.gov.au](mailto:KaddieCother@westwimmera.vic.gov.au), no later than two hours prior to the Council Meeting.

No questions on notice were received for inclusion in the agenda.



## 5.2 Verbal Questions without Notice

### RECOMMENDATION:

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

*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.**





## 6 Delegates Reports

Delegate Reports are for providing feedback on formal council business and are for information only

### 6.1 Councillor Tim Meyer (Mayor)

Date	Event
19/10/2023	WWSC Senior Citizen Award Ceremony
24/10/2023	Wimmera Souther Mallee Development Meeting
25/10/2023	Pre-Council Meeting (Annual Stat Meeting)
27/10/2023	Western Highway Action Committee Meeting
31/10/2023	Meeting to adopt the Annual Report 2022/23
01/11/2023	Annual Statutory Meeting
01/11/2023	Councillor Forum
15/11/2023	Pre-Council Meeting
15/11/2023	Council Meeting

### 6.2 Councillor Tom Houlihan (Deputy Mayor)

Date	Event
25/10/2023	Pre-Council Meeting (Annual Stat Meeting)
31/10/2023	Meeting to adopt the Annual Report 2022/23
01/11/2023	Annual Statutory Meeting
01/11/2023	Councillor Forum
15/11/2023	Pre-Council Meeting
15/11/2023	Council Meeting

### 6.3 Councillor Richard Hicks

Date	Event
25/10/2023	Pre-Council Meeting (Annual Stat Meeting)
31/10/2023	Meeting to adopt the Annual Report 2022/23
01/11/2023	Annual Statutory Meeting
01/11/2023	Councillor Forum
03/11/2023	RFA November Meeting
15/11/2023	Pre-Council Meeting
15/11/2023	Council Meeting



## 6.4 Councillor Bruce Meyer OAM

Date	Event
25/10/2023	Pre-Council Meeting (Annual Stat Meeting)
31/10/2023	Meeting to adopt the Annual Report 2022/23
01/11/2023	Annual Statutory Meeting
01/11/2023	Councillor Forum
15/11/2023	Pre-Council Meeting
15/11/2023	Council Meeting

## 6.5 Councillor Jodie Pretlove

Date	Event
25/10/2023	Pre-Council Meeting (Annual Stat Meeting)
31/10/2023	Wimmera Mallee Tourism Meeting
31/10/2023	Meeting to adopt the Annual Report 2022/23
01/11/2023	Annual Statutory Meeting
01/11/2023	Councillor Forum
15/11/2023	Pre-Council Meeting
15/11/2023	Council Meeting

## 7 Condolences

Nil



## 8 Confirmation of Previous Minutes

### 8.1 Council Meeting held on Wednesday, 18th October 2023

#### RECOMMENDATION:

That the Minutes of the Council Meeting held on Wednesday, 18th October 2023 be taken as an accurate record and confirmed.

#### Attachments

Nil

### 8.2 Council Meeting held on Tuesday, 31st October 2023

#### RECOMMENDATION:

That the Minutes of the Council Meeting held on Tuesday, 31st October 2023 be taken as an accurate record and confirmed.

#### Attachments

Nil





### **8.3 Annual Statutory Meeting held on Wednesday, 1st November 2023**

**RECOMMENDATION:**

**That the Minutes of the Annual Statutory Meeting held on Wednesday, 1st November 2023 be taken as an accurate record and confirmed.**

**Attachments**

Nil



## 9 Business Arising From Previous Minutes

### 10 Notices of Motion

#### 10.1 NOM 2023 02 Kaniva Council Chambers

Notice of Motion Number: 2023/02

##### **MOTION:**

**That West Wimmera Council commence preparations for the relocating and convening all Council Meeting in Kaniva back into the original upstairs Council Chambers within the Kaniva Shire Hall, including urgently identifying and sourcing funds for the purchase and installation of a suitable elevator.**

##### **EXPLANATION**

Relocating the Council Chambers in Kaniva will return Council Meetings to their original historical (and recently renovated) venue and will free up the existing Conference Room within the current Kaniva Officer for exclusive and secure use by Shire staff. Installation of an elevator will ensure these Council Chambers have 'all access' for Councillors, Council Staff and the general public. The current Council table, chairs, other furniture and photographs should be similarly relocated.

##### **Attachments**

Nil



## 10.2 NOM 2023 03 Telstra Towers

Notice of Motion Number: 2023/03

### MOTION:

**That West Wimmera Council urgently prioritise and actively lobby Telstra, and State and Federal representatives and agencies for the crucial construction and commissioning of mobile telecommunications towers at/near Lemon Springs and Patyah.**

### EXPLANATION

In recent years, the Kaniva-Edenhope Road has seen dramatic increase in vehicular traffic. Currently, mobile network coverages are only reliably available from the Kaniva, Minimay and Edenhope telecommunications towers, resulting in long distances in between with zero or sporadic reception. These 'black spots' constitute a major OH&S and stressful dilemma for all road users, including private and business travellers, government agencies who are regular road users, and for traffic during any emergency crisis. Construction and commissioning of mobile telecommunications towers at/near Lemon Springs and Patyah would provide near-continuous telecommunication services between Kaniva and Edenhope.

### Attachments

Nil

## 11 Councillor Forum Record

### 11.1 Councillor Forum Record Wednesday, 1st November 2023

#### RECOMMENDATION:

**That the Record for the Councillor Forum Record Wednesday, 1st November 2023 be received and noted.**

## 12 Deputations and Petitions

There were no Petitions or Deputations submitted for the agenda.





## 13 Chief Executive Officer

### 13.1 December Council Meeting

*Directorate: Corporate and Community Services*

*Report Author: Governance Coordinator*

*Report Purpose: For Decision*

#### **Introduction**

Councillors and Council Officers have identified the potential impact of holding the December Council Meeting on the 20<sup>th</sup> of December 2023 and would like to re-schedule the meeting to be held the week before on the 13<sup>th</sup>.

#### **Declaration of Interest**

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

#### **Background**

Councillors and Council Officers have identified the potential issues of the December Council Meeting being held on the original scheduled date of the 20<sup>th</sup> of December at 2:00pm. Council staff may already be on leave being so close to Christmas and may not have the capacity to complete Council reports in the allowed timeframes. This will also impact minute processing and resolutions from the Council Meeting, in that there may be potential delays into the new year.

Councillors and Council Officers are proposing that the December Council Meeting be brought forward by a week, to be held on Wednesday, 13<sup>th</sup> of December 2023 at 2:00pm at the Edenhope Council Chamber.

#### **Risk Management Implications**

Risk identified: There are no obvious risks for Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

--- Enter Risk details here – remove if irrelevant ---

#### **Legislative Implications**

Not Applicable



### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

The financial risk rating has been assessed as: Low

### **Policy Implications**

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

Not applicable

### **Council Plan Implications**

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

#### ***Goal 4 – Good Governance***

4.4 Develop a high performing accountable organisation.

### **Communication Implications**

No Communication Implications

### **Gender Equality**

No Gender Impact Assessment is required

### **OFFICER RECOMMENDATION:**

**That Council reschedule the December Council Meeting from Wednesday, 20<sup>th</sup> December 2023 at 2:00pm to Wednesday, 13<sup>th</sup> December 2023 at 2:00pm at the Edenhope Council Chambers.**

### **Attachments**

Nil



## 13.2 Quarterly Finance Report

*Directorate: Corporate and Community Services*

*Report Author: Chief Financial Officer*

*Report Purpose: For Decision*

### **Introduction**

The first quarter financial summary and related reports are being presented here to the Council for consideration. The financial reports are unaudited and are being presented for information only. The financial progress during first quarter is very much aligned to our budget.

### **Declaration of Interest**

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

### **Background**

The Council adopted the budget for FY 2023-24 and as part of the quarterly management reports, the first quarter financial results have been summarised and presented to the Council. The report provides an executive summary with the financial results at the end of first quarter with detailed analysis into its comparison with our annual budget and further details into composition of the build up of these amounts.

### **Risk Management Implications**

Risk identified:

Financial risk

Information risk

### **Legislative Implications**

The report complies with the requirements of the:  
Local Government Act 2020

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil



## Policy Implications

Not applicable

## Council Plan Implications

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

### **Goal 4 – Good Governance**

- 4.1 Ensure long term financial sustainability.
- 4.4 Develop a high performing accountable organisation.

### **Goal 5 – Our Commitment Values**

Accountability - We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency and advocating for our community.

## Communication Implications

No Communication Implications

## Gender Equality

No Gender Impact Assessment is required

## Conclusion

The Council's financial results for first quarter are indicative of our well-tracked progress in line with the budget and it is projected that the Council will be on target in achieving its financial objectives and budgeted milestones.

## OFFICER RECOMMENDATION:

That Council;

1. **Adopts the quarterly financial report for Q1 FY 2023-24 and quarterly Annual Plan Update for Q1 FY 2023-24.**
2. **Authorises the adopted reports to be tabled at the Audit & Risk Committee meeting on 12 December 2023.**

## Attachments

1. WWSC Quarterly Report Q 1 [13.2.1 - 18 pages]
2. WWSC Annual Plan Quarterly Update 2023 24 Q 1 Oct 2023 [13.2.2 - 9 pages]

# 2023-24

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## Quarterly

# REPORT

JULY 2023 - SEPTEMBER 2023



Quarterly Report  
Q1 FY 2023-24

## Contents

- Executive Summary
- Commonwealth and VIC Grants
- Rates & Revenue
- Other Income
- Employee Costs
- Materials & Services
- Cash & Investments
- Projects
- Plant & Fleet





## Executive Summary

July 2023 to September 2023

### Income & Expenditure

The financial results for the first quarter reflect actual results are mostly in line with the adopted budget. Our major sources of income and revenue are operating in line with the financial objectives set for the first quarter. The Financial Assistance Grants were received in advance as part of the strategic decision by the Commonwealth.

Our expenses are in line with our projected spends for the year and given the progress on our capital works program, allocation of these capitalised expenses from Employee Costs and Materials & Services will be done as soon as these projects approach their completion.

### Balance Sheet

Our Balance Sheet is developing in a planned budget manner and due to the timing issue, certain liabilities are appearing as over-budget and is normal as these will be settled in their quarterly reporting and settlement schedules.

### Financial Ratios & Reserves

Our critical financial ratios continue to remain sustainable and within the strong benchmarks with no liquidity or operational sustainability risks. We have our reserves remaining stable and part of the project linked reserves will be released as these projects get commissioned.

The following sections of this quarterly report present a comparison of actuals to the budget and provide an insight into these developing figures.

<b>Income</b>	
Commonwealth Grants	\$ 321,886
VIC Grants	\$ 938,927
Rates & Revenue	\$ 8,551,787
Reimbursement - Roadworks	\$ 219,254
User Fee	\$ 175,387
Statutory Fee	\$ 23,023
Gain on Disposal of Assets	\$ 92,701
Other Income	\$ 580,311
	<u>\$ 10,903,277</u>
<b>Expenditure</b>	
Employee Costs	\$ 3,404,504
Materials & Services	\$ 3,673,880
Internal Plant Hire Costs	\$ 492,624
Other Expenses	\$ 52,198
	<u>\$ 7,623,206</u>
<b>Gross Surplus</b>	<u><u>\$ 3,280,071</u></u>



West Wimmera Shire Council  
Comprehensive Income Statement  
Quarterly Report - Q1  
Financial Year 2023-24

	Budget 2023-24	Actual Q1	Percentage Achieved		Comments
Amount in '000					
<b>Income / Revenue</b>					
Rates and charges	\$ 8,618	\$ 8,552	99.23%	●	Rates are raised in July / August for the whole year and Rates Notices sent out to the Rate Payers with collections continuing throughout the year.
Statutory Fees and Fines	\$ 129	\$ 23	17.83%	●	Historically good part of planning and other relevant permits is requested during spring / summer when construction & renovations activity is improved due to feasible weather conditions
User Fees	\$ 563	\$ 175	31.08%	●	In line with projected budgets
Grants - Operating	\$ 10,926	\$ 761	6.97%	●	Disbursement of Financial Assistance Grants by the Commonwealth was made in advance and recorded already.
Grants - Capital	\$ 5,655	\$ 500	8.84%	●	Work on projects has started and will gain momentum during spring and summer, with projects approaching their completion and delivery in Q2 and Q3.
Contributions - Monetary	\$ 25	\$ -	0.00%	●	Community contributions towards any project is dependent on any projects initiated and requested by the Community which is approved and progressed subject to endorsement by the Council
Gain / (Loss) on Disposal of Assets	\$ 100	\$ 93	93.00%	●	A plant item and another fleet item was liquidated during Q1.
Other Income	\$ 1,634	\$ 580	35.50%	●	Interest on investment target for the year has been achieved in Q1. Also, there is an improved model of plant hire recovery implemented.
<b>Total Income</b>	<b>\$ 27,650</b>	<b>\$ 10,684</b>			
<b>Expenses</b>					
Employee Costs	\$ 9,811	\$ 3,404	34.70%	●	Expenditure is in line with the budgets. However, the costs against the projects will be capitalised only after the completion of the projects and also the On-Cost recovery will be posted at the same time.
Materials & Services	\$ 9,144	\$ 4,166	45.56%	●	Materials & Services expenditure on projects to be capitalised as the projects approach their completion and commissioning.
Depreciation	\$ 7,864	\$ -	0.00%	●	Depreciation to be posted for draft financials at Half Year at end of December 2023.
Provisions for Bad & Doubtful Debts	\$ 25		0.00%	●	Not deemed necessary amid collection strategy.
Other Expenses	\$ 479	\$ 52	10.86%	●	In line with budget
<b>Total Expenses</b>	<b>\$ 27,323</b>	<b>\$ 7,622</b>			
<b>Surplus</b>	<b>\$ 327</b>	<b>\$ 3,062</b>			

West Wimmera Shire Council  
Balance Sheet  
Quarterly Report - Q1  
Financial Year 2023-24

	Budget 2023-24	Actual Q1	Comments
Amount in '000			
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	\$ 15,101	\$ 16,463	In line with budget
Trade & Other Receivables	\$ 585	\$ 10,190	Rates raised during August and are normally received in instalments with major collection happening in February - March each year
Inventories	\$ 222	\$ 236	Cosnidered in line with operating requirements
Other Assets	\$ 385	\$ 203	In line with budget
<b>Total Current Assets</b>	<b>\$ 16,293</b>	<b>\$ 27,092</b>	
<b>Non Current Assets</b>			
Trade & Other Receivables	\$ 140	\$ -	No non current receivables.
Investment in Associates / Joint Ventures	\$ 546	\$ 528	Wimmera Libraries dissolution planned during the year and the net assets distribution is expected to occur soon
Property, Plant & Equipment	\$ 229,007	\$ 263,029	Planned asset revaluation for Infrastructure
<b>Total Non Current Assets</b>	<b>\$ 229,693</b>	<b>\$ 263,557</b>	
<b>Total Assets</b>	<b>\$ 245,986</b>	<b>\$ 290,649</b>	

## Commonwealth Grants

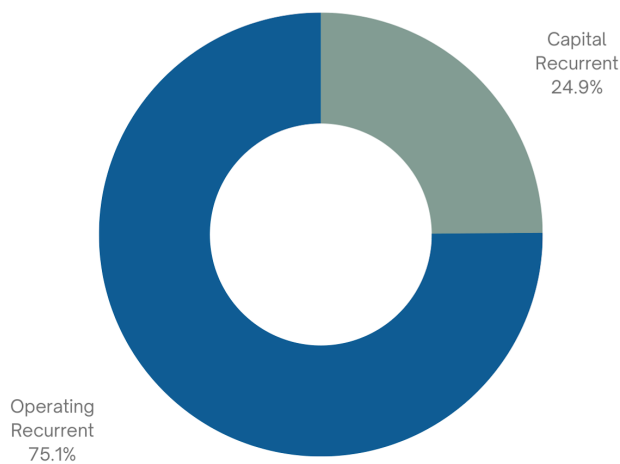
July 2023 to September 2023

West Wimmera Shire Council was able to successfully secure \$322K in Commonwealth Grants during Q1 FY 2023-24 and is represented by \$80K in Capital - Recurrent Grants with another \$242K in Operating Recurrent Grants.

These grants were primarily secured within the funding programs under Department of Jobs, Precincts & Regions and Department of Health and will be spent on qualifying programs within different municipalities of the Council.

There were no project specific non-recurrent grants applicable for this quarter and all the grants received were covered under the recurrent streams.

	Recurrent	Non Recurrent
Capital	\$ 80,085	\$ 0
Operating	\$ 241,802	\$ 0
<b>Total</b>	<b>\$ 321,887</b>	<b>\$ 0</b>



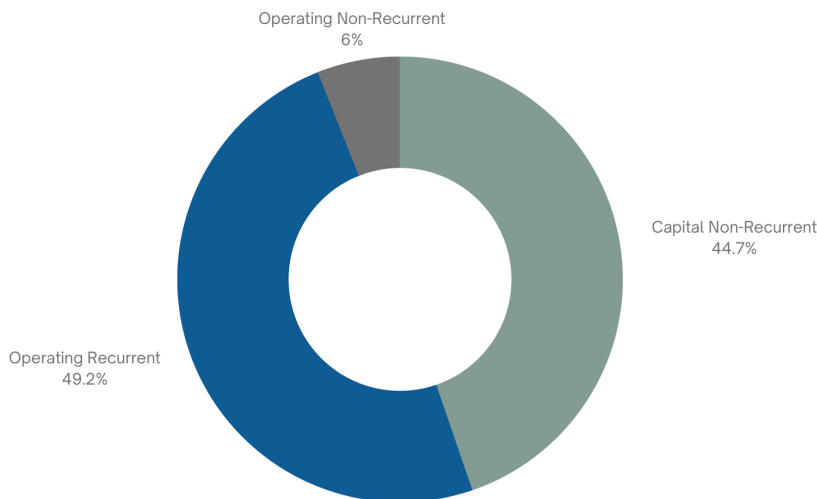
## VIC Grants

July 2023 to September 2023

During the first quarter an amount of \$420,000 relating to Capital Non-Recurrent was secured for Edenhope Lakeside Caravan Park milestone payments. This grant was provided by the Department of Jobs, Skills, Industry & Regions under the VIC Grants Program.

Another \$462K was received under the VIC Operating - Recurrent grants and the non-recurrent program grants aggregated to \$56,605

	Recurrent	Non Recurrent
Capital	\$ 0	\$ 420,000
Operating	\$ 462,322	\$ 56,605
<b>Total</b>	<b>\$ 462,322</b>	<b>\$ 476,605</b>



## Rates & Revenue

July 2023 to September 2023

Rates and Charges - General Rates	\$ 7,421,007
Rates and Charges - Municipal Charge	\$ 491,028
Rates and Charges - Pensioner Concession	-\$ 91,134
Rates and Charges - Supplementary Rates and Adjustments	\$ 17,166
Rates and Charges - Waste Management Garbage	\$ 700,026
Other Income - Interest on Rates	\$ 4,354
Other Income - Waste Management Services	\$ 9,339
	<u>\$ 8,551,787</u>

The 2023-24 Property Rates are based on Valuer General released schedule of Capital Improved Values of all the properties across various municipalities in the Council. The Rates model is subject to 3.5% rate cap and the Council uses uniform rate model for raising this revenue across the shire on different categories of properties.

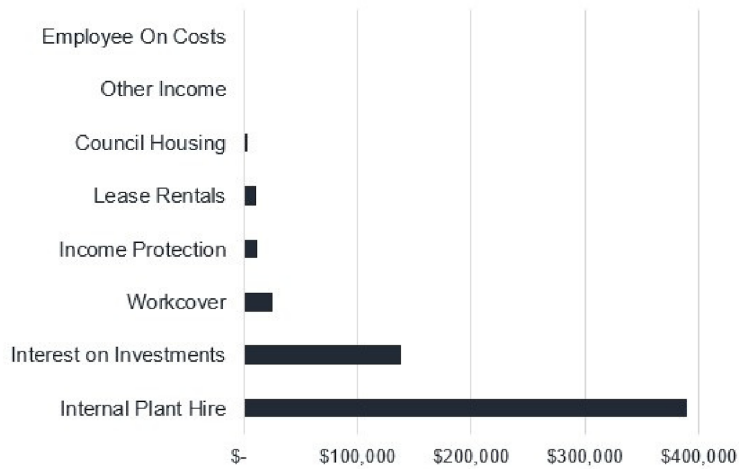
Some of the new initiatives being rolled out as part of this function are review of the rates recovery strategy, strategic change in collection of outstanding rates from prior years, a monitored rates recovery dashboard, environment friendly options for delivery of rates notices through electronic media and customer friendly flexible payment options to facilitate the rate payers as well as improving cash flow for the Council in terms of early collections.



## Other Income

July 2023 to September 2023

Other Income - Council Housing Rent	\$	2,923
Other Income - Employee Oncost Recovery	\$	876
Other Income - Income Protection	\$	11,420
Other Income - Interest Received	\$	138,176
Other Income - Internal Plant Hire Recovery	\$	389,792
Other Income - Other	\$	1,203
Other Income - Rental/Lease Income	\$	10,987
Other Income - Workcover Reimbursements	\$	24,933
	<b>\$</b>	<b>580,311</b>





## Employee Costs

July 2023 to September 2023

Employee Costs - Allowances	\$	49,375
Employee Costs - Annual Leave	\$	24,160
Employee Costs - Compassionate Leave	\$	12,899
Employee Costs - DB Employer Superannuation	\$	6,183
Employee Costs - Employee Health and Welfare	\$	60
Employee Costs - LSL	-\$	25,363
Employee Costs - Oncosts	\$	876
Employee Costs - Other	\$	1,351
Employee Costs - Pre-Employment Checks	\$	1,027
Employee Costs - RDO	\$	42,794
Employee Costs - Salaries	\$	2,660,959
Employee Costs - Superannuation	\$	318,738
Employee Costs - Travel	\$	14,687
Employee Costs - Workcover	\$	2,205
Employee Costs - Workers Compensation Paid	\$	294,554
	<b>\$</b>	<b>3,404,504</b>

Employee Costs for Q1 FY 2023-24 as building up as planned and budgeted. Since there are projects in pipeline and not completed as yet, this value is subject to adjustment due to capitalised wages as well as employee costs on-cost recovery which is calculated and posted at the completion of the projects, once commissioned.



## Materials & Services

July 2023 to September 2023

Materials and Services - Administration	\$	1,395
Materials and Services - Advertising/Marketing	\$	11,601
Materials and Services - Cleaning supplies and Services	\$	740
Materials and Services - Compliance and Debt Collection	\$	3,905
Materials and Services - Consultants	\$	118,739
Materials and Services - Consumables	\$	16,759
Materials and Services - Contractors	\$	1,962,576
Materials and Services - External Plant Hire	\$	47,195
Materials and Services - Food & Catering	\$	5,331
Materials and Services - Fuel and Oil	\$	75,193
Materials and Services - Furniture and Equipment under \$1,000	\$	5,577
Materials and Services - Hire Costs	\$	505
Materials and Services - Income Protection Insurance	\$	77,680
Materials and Services - Insurance	\$	340,912
Materials and Services - Insurance Excess	\$	1,297
Materials and Services - Licences & Permits	\$	13,765
Materials and Services - Materials	\$	462,506
Materials and Services - MV & Machinery Parts	\$	76,870
Materials and Services - Other Sundry	\$	1,936
Materials and Services - Plant and Motor Vehicle Registration	\$	5,602
Materials and Services - Postage & Freight	\$	7,629
Materials and Services - Printing, Stationery and Office Consum	\$	6,842
Materials and Services - Programs	\$	62,725
Materials and Services - Repairs & Maintenance	\$	12,107
Materials and Services - Security	\$	700
Materials and Services - Software Licences/Subscriptions	\$	135,662
Materials and Services - Staff Awards	\$	314
Materials and Services - Staff Conferences and Training	\$	36,790
Materials and Services - Subscriptions and Memberships	\$	49,889
Materials and Services - Tools and Equipment under \$1,000	\$	380
Materials and Services - Tyres	\$	9,855
Materials and Services - Uniforms/Protective Clothing	\$	11,732
Materials and Services - Utilities - Gas	\$	8,165
Materials and Services - Utilities - Phone/Internet	\$	63,688
Materials and Services - Utilities - Power	\$	25,346
Materials and Services - Utilities - Water	\$	11,971
	\$	<b>3,673,880</b>

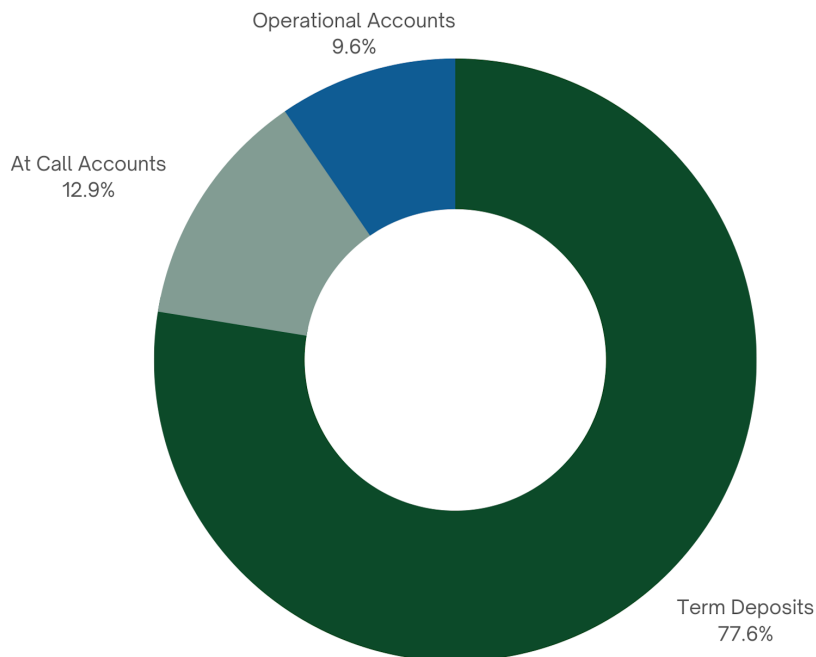


## Cash & Investments

July 2023 to September 2023

The Council has implemented strategic investment portfolio reforms which is in compliance with our Investments and Risk frameworks and is focused to maximise the potential returns on our investments. These investments are made out of Council's surplus financial reserves in accordance with the Council's planned cash flow as well as applicable Investment Policy.

As at the end of Q1 FY 2023-24 the Council's Term Deposit Investments stood at \$12.680 million. In addition, Council's balance in interest bearing At-call accounts was \$2.104 million and another \$1.564 million in its operational accounts.



## Projects

July 2023 to September 2023

Project Type	Amount
Operational	\$ 1,081,670
Capital Works	\$ 1,524,299
VicRoads	\$ 298,592
	\$ 2,904,561

Asset Category	Amount
Bridges & Culverts	\$ 11,429
Buildings & Properties	\$ 124,775
Drainage	\$ 840
Footpaths	\$ 73,041
Funded	\$ 188,975
Kerb & Channel	\$ 39,749
Miscellaneous	\$ 53,055
Parks & Reserves	\$ 31,660
Project	\$ 130,198
Roads	\$ 1,646,188
Sports & Recreational	\$ 407,356
Stormwater Drainage	\$ 6,831
Tourism	\$ 187,953
Water & Sewerage	\$ 2,510
	\$ 2,904,561



## Projects

July 2023 to September 2023

The following pages provide an updated list of current projects where works have commenced and we progress into spring / summer, the momentum on these projects will pick up and we can expect good progress and completion of most of the projects during Q2 and Q3 for this financial year.

As from the list of projects, it demonstrates a good value-added planning and projects around all different categories including Roads, Buildings & Properties, Sports & Recreational Areas, Tourism, Parks & Reserves, Stormwater Drainage, Footpaths and other important deliverable objectives to the Community.



Project Description	Amount	Project Type	Asset Category
RURAL UNSEALED MAINTENANCE	\$ 746,858	OPERATIONAL	ROADS
HARROW NETBALL TENNIS COURTS	\$ 308,014	CAPITAL WORKS	SPORTS & RECREATIONAL
RURAL SEALED MAINTENANCE	\$ 295,001	OPERATIONAL	ROADS
VIC ROADS CAT 5	\$ 193,903	VICROADS	ROADS
STORM DAMAGE KANIVA - CFSF	\$ 188,975	CAPITAL WORKS	FUNDED
WEST WIMMERA CABINS PROJECT - KANIVA	\$ 155,727	CAPITAL WORKS	TOURISM
EDENHOPE EQUINE FACILITY UPGRADE	\$ 108,562	CAPITAL WORKS	PROJECT
VIC ROADS CAT 3	\$ 104,689	VICROADS	ROADS
APSLEY NETBALL TENNIS COURTS AND LIGHT UPGRADE	\$ 89,118	CAPITAL WORKS	SPORTS & RECREATIONAL
SHOVEL-READY PROJECTS	\$ 53,055	CAPITAL WORKS	MISCELLLANEOUS
F. COX RD RESHEET	\$ 51,125	CAPITAL WORKS	ROADS
BROWNS HOUSE REPLACEMENT	\$ 47,244	CAPITAL WORKS	BUILDINGS & PROPERTIES
LAKE ST., ANZAC AVE. TO WALLACE ST. FOOTPATH	\$ 43,452	CAPITAL WORKS	FOOTPATHS
K&C - BLAIR ST., HARROW, FRONTAGE OF BUSH NURSING CENTRE	\$ 39,749	CAPITAL WORKS	KERB & CHANNEL
SMITHS RD RESHEET	\$ 29,579	CAPITAL WORKS	ROADS
FERGUSONS RD RESHEET	\$ 29,181	CAPITAL WORKS	ROADS
COADS RD RESHEET	\$ 28,769	CAPITAL WORKS	ROADS
HAWKERS AND GOODWINS RD RESHEET	\$ 26,465	CAPITAL WORKS	ROADS
FOOTPATH - BLAIR ST., HARROW, FRONTAGE OF BUSH NURSING CENTRE	\$ 22,264	CAPITAL WORKS	FOOTPATHS
MALLEE SILO ART TRAIL PROGRAM - BUSINESS INNOVATION PILOT X2 & IMPLEMENTATION OF AR/VR STRAT	\$ 21,636	CAPITAL WORKS	PROJECT
KANIVA SHIRE HALL HEATING & COOLING	\$ 21,418	CAPITAL WORKS	BUILDINGS & PROPERTIES
PATYAH RD RESHEET	\$ 21,071	CAPITAL WORKS	ROADS
EDENHOPE LAKESIDE CARAVAN PARK	\$ 18,258	CAPITAL WORKS	TOURISM
APSLEY WAR MEMORIAL PARK	\$ 17,130	CAPITAL WORKS	PARKS & RESERVES
WALLIS RD RESHEET	\$ 17,093	CAPITAL WORKS	ROADS
COUNCIL OWNED HOUSE REPLACEMENT	\$ 17,076	CAPITAL WORKS	BUILDINGS & PROPERTIES
YEARINGA RD (CH. 2826 - CH. 3651)	\$ 14,255	CAPITAL WORKS	ROADS
LAWLOIT SANDSMERE RD RESHEET	\$ 14,170	CAPITAL WORKS	ROADS
URBAN ROAD MAINTENANCE	\$ 13,697	OPERATIONAL	ROADS
SOUTH LILLIMUR RD (CH. 21640 - CH. 22540)	\$ 12,592	CAPITAL WORKS	ROADS
ARNOLDS & SMITHS RD RESHEET	\$ 12,465	CAPITAL WORKS	ROADS
KANIVA OFFICE REFURBISHMENT	\$ 11,741	CAPITAL WORKS	BUILDINGS & PROPERTIES
CULVERT RENEWAL/UPGRADE CONSTRUCTION CAPITAL	\$ 11,429	CAPITAL WORKS	BRIDGES & CULVERTS
MINIMAY FRANCES RD (CH. 6265 - CH. 6645)	\$ 10,434	CAPITAL WORKS	ROADS
WEST WIMMERA SPORT AND RECREATION STRATEGY	\$ 10,224	CAPITAL WORKS	SPORTS & RECREATIONAL
EDENHOPE KINDERGARTEN RENOVATION	\$ 9,318	CAPITAL WORKS	BUILDINGS & PROPERTIES
WEST WIMMERA CABINS PROJECT - HARROW, CHARLEGRARK AND GOROKE	\$ 8,292	CAPITAL WORKS	TOURISM
URBAN STORMWATER MAINTENANCE	\$ 6,831	OPERATIONAL	STORMWATER DRAINAGE
SHIRE BUILDINGS GENERAL MAINTENANCE	\$ 6,767	OPERATIONAL	BUILDINGS & PROPERTIES
KANIVA SPLASH PARK SCOPING/SHOVEL READY	\$ 6,311	CAPITAL WORKS	PARKS & RESERVES
KADNOOK CONNEWIRRICOO RD CH. 7350 - CH. 9600 X 6.2M SEAL	\$ 5,830	CAPITAL WORKS	ROADS
LAKE WALLACE STRATEGY PROJECT SCOPING	\$ 5,648	CAPITAL WORKS	TOURISM
GOROKE LIBRARY RELOCATION/UPGRADE SCOPING/SHOVEL READY	\$ 4,892	CAPITAL WORKS	BUILDINGS & PROPERTIES
FOOTPATH MAINTENANCE	\$ 4,875	OPERATIONAL	FOOTPATHS
EDENHOPE & DISTRICT COMMUNITY CENTRE	\$ 4,833	OPERATIONAL	BUILDINGS & PROPERTIES
MOOREE RD CH 7640 – CH 9840 X 6.2M SEAL	\$ 4,135	CAPITAL WORKS	ROADS
HOBBS RD RESHEET	\$ 3,564	CAPITAL WORKS	ROADS
PEARSONS RD RESHEET	\$ 2,844	CAPITAL WORKS	ROADS

AGENDA - Council Meeting 15th November 2023  
West Wimmera Shire Council

BAND PARK SCOPING/SHOVEL READY	\$	2,559	CAPITAL WORKS	PARKS & RESERVES
RURAL BORE OPERATING	\$	2,510	OPERATIONAL	WATER & SEWERAGE
THREE CHAIN RD RESHEET	\$	2,246	CAPITAL WORKS	ROADS
WETLANDS CENTRE FOR EXCELLENCE SCOPING/SHOVEL READY	\$	2,092	CAPITAL WORKS	PARKS & RESERVES
MOOREE RD CH. 3400 - CH. 4500 X 6.2M SEAL	\$	1,870	CAPITAL WORKS	ROADS
KANIVA REC RESERVE CARPARKING AND LIGHTING UPGRADE	\$	1,800	CAPITAL WORKS	PARKS & RESERVES
OLD DIAPUR RD RESHEET	\$	1,560	CAPITAL WORKS	ROADS
KANIVA BOWLING GREEN & COVER SCOPING/SHOVEL READY	\$	1,481	CAPITAL WORKS	PARKS & RESERVES
FERRIS RD RESHEET	\$	1,300	CAPITAL WORKS	ROADS
ELIZABETH ST FROM SYDNEY RD TO MACQUARIE ST EDENHOPE	\$	1,300	CAPITAL WORKS	FOOTPATHS
WEBB ST FROM ROACH ST TO BUDJIK ST, KANIVA	\$	1,150	CAPITAL WORKS	FOOTPATHS
KANIVA KINDERGARTEN BUILDING BLOCKS FUNDING	\$	1,011	CAPITAL WORKS	BUILDINGS & PROPERTIES
LIDLAW AVE, EDENHOPE DRAINAGE CONSTRUCTION (170M X 375MM RCP)	\$	840	CAPITAL WORKS	DRAINAGE
SANDERS MADDENS RD RESHEET	\$	520	CAPITAL WORKS	ROADS
SOUTH LILLIMUR RD RESHEET	\$	520	CAPITAL WORKS	ROADS
KANIVA DEPOT UPGRADE SCOPING/SHOVEL READY	\$	388	CAPITAL WORKS	BUILDINGS & PROPERTIES
HENNESEYS RD RESHEET	\$	229	CAPITAL WORKS	ROADS
GOROKE HARROW RD CH. 5900 - CH. 7700 X 6.2M SEAL	\$	222	CAPITAL WORKS	ROADS
APSLEY PLAYGROUND	\$	183	OPERATIONAL	PARKS & RESERVES
KANIVA WETLANDS SCOPING/SHOVEL READY	\$	102	CAPITAL WORKS	PARKS & RESERVES
EDENHOPE POUND	\$	51	OPERATIONAL	BUILDINGS & PROPERTIES
EDENHOPE KINDER/CHILDCARE LANDSCAPING	\$	34	OPERATIONAL	BUILDINGS & PROPERTIES
WIMMERA SOUTHERN MALLEE CARAVAN PARK UPGRADES	\$	28	OPERATIONAL	TOURISM
EDENHOPE & DISTRICT COMMUNITY	\$	1	OPERATIONAL	BUILDINGS & PROPERTIES
Projects Total Q1 FY 2023-24	\$	2,904,561		



## Plant & Fleet

July 2023 to September 2023

The Council's Plant & Fleet plays a very important role in execution of all the projects and other deliverable objectives to the Community. Maintaining these assets ensure their fitness for the job at any given point in time and also ensure maintaining good value out of these assets when they approach end of life liquidation or replacement.

During first quarter FY 2023-24 an amount of \$ 235,578 has been spent on Plant & Fleet. Against this total spending, \$14,384 were recovered as part of disposal of one of our fleet vehicles.

As the spring / summer approaches, our capital works will hit their peaks as the weather conditions become most feasible to carry out works on different projects, these assets will be in business.



**\$ 208,389**

Plant Maintenance



**\$ 27,189**

Fleet Maintenance



**\$ 14,384**

Fleet Disposal Proceeds







# Annual Plan Quarterly Update

Quarter: 1 period ending 30<sup>th</sup> September 2023

Date: 26 October 2023





## Quarterly Update

### Budget

	FY23/24 Budget (\$'000)	FTD Actuals as at 30 <sup>th</sup> September 2023 (\$'000)
<b>2021-25 Council Plan Goals</b>		
Goal 1: Liveable and Healthy Community		
Goal 2: Diverse and Prosperous Economy		
Goal 3: Sustainable Environment		
Goal 4: Good Governance		
Goal 5: Our Commitment		

### Key Focus Area 2021-22 Status

\*Major Initiatives

Goal	Council Plan	23/24 Action	Status	Department
GOAL 1: LIVEABLE AND HEALTHY COMMUNITY	1.1.1	Implement updated Community Strengthening Grants Program	100%	Corporate and Community Services
	1.1.2	Complete WWSC Sport and Recreation Strategy	50%	Corporate and Community Services
	1.1.4	Advocate for improved access to health and community services within the shire Continue Regular meetings with other health care providers Transition to Support at Home Program	25%	Corporate and Community Services



1.1.5	Working with West Wimmera Health Services on accessible Spaces	40%	Corporate and Community Services
1.1.7	Work with Wimmera sports assembly to have programs in west Wimmera	25%	Corporate and Community Services
1.1.8	Supporting volunteers across the shire	25%	Corporate and Community Services
1.2.1	Run supported Playgroups Across the shire	100%	Corporate and Community Services
1.2.2	Continue to operate Freeza and Engage Youth initiatives	25%	Corporate and Community Services
1.2.3	16 days of activism campaign with local events in November	50%	Corporate and Community Services
1.2.5	Run Sexual Harassment Training for all staff , Communities of Respect and Equality (CoRE) Action Plan	100%	Corporate and Community Services
1.2.6	Road safety awareness programs at Kindergartens	10%	Corporate and Community Services
1.2.7	Run intergenerational Playgroup program Run intergenerational gardening program embedding of intergenerational across all programs	100% 100% 25%	Corporate and Community Services
1.3.1	Deliver Kaniva, Lake Charlegrark, Goroke & Harrow Cabin Projects Develop and implement Community Support Fund(Insurance Support)	50% 80%	Corporate and Community Services Infrastructure, Development and Works
1.3.2	Put in place licences and agreements across all council owned and managed facilities  Implement actions from royal life saving audit of pools  Scope the Goroke Library relocation/upgrade project  Delivery of projects (Band Park Toilets , Edenhope Aerodrome, Kaniva Office Upgrade, Edenhope Office Refurb, Kaniva Depot Upgrade, Edenhope Caravan Park Amenities & Landscaping, Kaniva Community Options Front Entrance Ramp)  Complete Asset inspections as per plan	60%  30% 30% 35% 25%	Corporate and Community Services Infrastructure, Development and Works



	Complete Scoping & Planning (Rec Reserve Oval Lighting x 4 (Harrow, Edenhope, Goroke, Kaniva) , Goroke Little Desert Nature Playspace Amenities Block/Skate Park, Kaniva Bowling Green ,Kaniva Rec Reserve Master Plan , Pump Tracks in Edenhope & Kaniva, Dog Parks in Kaniva and Edenhope )		Infrastructure, Development and Works
1.3.3	Deliver the following Project (Apsley Netball Tennis Court Upgrade, Harrow Netball Tennis Court Upgrade , Edenhope Equine Facility )	39%	
	Seek Funding for the following projects (Kaniva Splash Park, Edenhope Football/Netball Changerooms and Lighting, Edenhope Lions Park Toilet Block & Playground , Goroke Oval Irrigation )	61%	
		20%	
1.3.4	New Footpaths to be install in Kaniva ( Webb St, Roach st to Budjik st) & Edenhope ( Elizabeth St, Sydney Rd to MacQuarie St)	20%	Infrastructure, Development and Works
1.3.5	Advocate for improvements in public transport services for West Wimmera shire. Continue to run/support companion transport program Harrow, Kaniva & Edenhope, volunteer taxi service in Kaniva and centre for participation bus Kaniva - Horsham weekly	25%	Corporate and Community Services
1.3.6	Road Revaluation AGIS Building Valuations AssetAsyst defect mapping improvements Strategic Firebreak mapping on Pozi	40% 100% 25% 100%	Infrastructure, Development and Works
1.4.2	Working with By5 to Advocate for funding support from State and Federal Governments to assist with development and ongoing childcare solutions.	25%	Corporate and Community Services
1.4.3	Deliver Projects Edenhope Kinder/Childcare Landscaping Edenhope Kinder Renovation	25%	Corporate and Community Services
1.4.5	training calendar on council website with business training opportunities	25%	Infrastructure, Development and Works
1.4.6	Collaborate with local schools to assist with funding advocacy where required.	25%	Corporate and Community Services



	1.4.7	continue to seek further suitable funding where available to support Early Years programs Development of Early Years Strategy	25% 10%	Corporate and Community Services	
	1.4.9	Advocate for secure provision of potable water for our towns.	25%	Infrastructure, Development and Works	
	1.4.10	Provide support and encourage headspace events & Mental Health Training to be run in West Wimmera	50%	Corporate and Community Services	
	1.5.1	Roll out of new Library Partnership HRCC under Wimmera libraries banner	100%	Corporate and Community Services	
	1.5.2	Seek funding for Arts Strategy	25%	Corporate and Community Services	
	1.6.1	Quarterly meetings Emergency MEMPC & MF MPC	25%	Infrastructure, Development and Works	
	1.6.2	Advocacy for multiagency centre at Kaniva and Goroke Edenhope Airport upgrade Project	25% 15%	Infrastructure, Development and Works	
	1.7.1	Partner with Wimmera Southern Mallee Development association to encourage housing development in West Wimmera (West Wimmera Housing Opportunity)	25%	Infrastructure, Development and Works	
	<b>GOAL 2: DIVERSE &amp; PROSPEROUS ECONOMY</b>	2.1.1	Planning and quote on proposed campaign to attract businesses and families for budget consideration in 24/25 budget	0%	Infrastructure, Development and Works
		2.1.3	Begin Implementation of Recommendations from planning scheme Review Policy neutral planning scheme amendments Update flood controls for Harrow and Chetwynd Rezoning commercial area in Edenhope Rezoning commercial area in Kaniva Targeted settlement plans for larger towns Edenhope Flood Investigation Apsley Flood Investigation	20%	Infrastructure, Development and Works
2.1.4		Roll out of updated Business Assistance Program	25%	Infrastructure, Development and Works	
2.1.5		Support to Birchip Cropping Group Young Farmers Network (west Wimmera Group)	100%	Infrastructure, Development and Works	
2.2.5		advocate for incentives to attract the required skilled workforce to the region. e.g. health care, childcare, agriculture.	25%	Infrastructure, Development and Works	
2.3.1		Completion and Adoption of new Economic Development Strategy	80%	Infrastructure, Development and Works	





2.3.2	Implement Councils online Portal for Contractor Inductions	90%	Corporate and Community Services Infrastructure, Development and Works
2.3.3	Lobby and promote agricultural development in West Wimmera.	25%	Infrastructure, Development and Works
2.4.1	Design for Kaniva main street intersections to be completed Look for funding opportunities to deliver Kaniva and Edenhope streetscape plans	30% 25%	Infrastructure, Development and Works
2.4.5	Look for suitable funding to complete streetscape master plans for Harrow, Apsley, Serviceton, Dergholm and Goroke	25%	Infrastructure, Development and Works
2.4.6	Construction of new Lions Park, Edenhope Toilet facility with access if budget approval given by Council and successful with grant application.	10%	Infrastructure, Development and Works
2.4.7	Road Management Plans inspections Delivery of Reseal program Delivery of Resheet program	20%	Infrastructure, Development and Works
2.4.8	Implement the Annual Capital Works program in line with RMP and road network reporting requirements. Reseal program Newlands Settlement Rd. Box culvert repair Madden/Phillip St intersection K&C and footpath reconstruction Compston St K&C replacement Stabilisation works on Kadnook Connewircoo rd Edenhope pool painting Phillips St Broughton Rd/ Miram West rd intersection Minimay Francis Rd Yearinga Rd South Lillimur Rd Mooree Rd	20%	Infrastructure, Development and Works
2.4.9	Road asset condition survey	20%	Infrastructure, Development and Works
2.4.10	Advocate for VicRoads to improve the quality of state roads throughout our shire	25%	Infrastructure, Development and Works
2.4.11	HVSPP Funding Application to upgrade local roads throughout the shire to support freight routes, heavy vehicles and high traffic volumes.	100% 80%	Infrastructure, Development and Works





<b>GOAL 3: SUSTAINABLE ENVIRONMENT</b>		Delivery of LRCIP4 Funding successful road projects		
	2.4.12	Advocate for improved access to quality digital connectivity.	25%	Infrastructure, Development and Works
	2.4.13	Advocate for the West Grampians Pipeline Project	100%	Infrastructure, Development and Works
	2.4.14	Advocate for improved water pressure within towns.	100%	Infrastructure, Development and Works
	2.4.15	Advocate rec water for lake Wallace and lake charlegrark	25%	Corporate and Community Services
	2.4.16	Prepare a Waste Management Strategy	0%	Infrastructure, Development and Works
	2.4.17	Review of West Wimmera Domestic Wastewater Management Plan	40%	Infrastructure, Development and Works
	2.4.18	Report to Council on findings of review on potential exemptions, offsets and land banking opportunities to compensate for native vegetation removal on farms and roadsides.	50%	Infrastructure, Development and Works
	2.4.19	Advocate to relevant stakeholders to maintain safe infrastructure (i.e Roads, Furniture, Signage) on public land for recreation (lakes, parks and natural environments)	25%	Infrastructure, Development and Works
	2.4.20	Roll out annual corella management plan Implement pests and weeds programs	15% 35%	Infrastructure, Development and Works
	2.4.21	Work with partner agencies on roadside vegetation management.( Mooree road reconstruction)	100%	Infrastructure, Development and Works
	2.4.22	Glass collection to commence 2023/24 - additional waste charges in rates Campaign for better recycling practices funded by DEECA Crush the concrete stockpile for use on roads	100% 15% 15%	Infrastructure, Development and Works
	2.4.23	Define, Scope and develop Wetlands Centre of Excellence to Shovel ready for advocacy	20%	Infrastructure, Development and Works
	2.4.24	Implement Actions from Royal Life Saving Audit Weed Management Program Boat Ramp Extension	30% 0% 15%	Infrastructure, Development and Works
	2.4.25	Promote alternative and sustainable energy projects in the shire.	25%	Infrastructure, Development and Works
<b>GOAL 4:</b>	2.4.26	Complete Quarterly Financial Reports to Council	25%	Corporate and Community Services



2.4.27	adoption of new Council Pricing Policy	95%	Corporate and Community Services
2.4.28	continue to seek grant funding across the organisation (Grant Guru to assist with identifying grants)	25%	Corporate and Community Services Infrastructure, Development and Works
2.4.29	Council Services Review	0%	Corporate and Community Services
2.4.30	Continue to review and action items from the Innovation Platform	25%	Corporate and Community Services Infrastructure, Development and Works
2.4.31	Regularly provide information to the community via the website, social media, & fortnightly newsletters	25%	Infrastructure, Development and Works
2.4.32	Annual Advocacy Plan to be created and tracked	25%	Infrastructure, Development and Works
2.4.33	Actively participate on regional and sector bodies and forums	25%	Corporate and Community Services Infrastructure, Development and Works
2.4.34	Prepare IT Strategy	20%	Corporate and Community Services
2.4.35	Gender Equity Act progress report (GEAP)	20%	Corporate and Community Services
2.4.36	Develop online & roll out online cultural awareness training module	70%	Corporate and Community Services
2.4.37	Complete Annual Report 22/23 23/24 Annual Plan quarterly Reporting Prepare 2024/25 Annual Business Plan	100% 25% 5%	Corporate and Community Services Infrastructure, Development and Works
2.4.38	Implement Project Management Framework, Roll out Project Management Software	90%	Infrastructure, Development and Works
2.4.39	Complete OHS Management plan Develop and implement strategic Risk Register individual work safe posters OHS Trivia Quiz Finance Dashboard reporting for business unit managers Quality Management Plan Leasing and Licensing of Facilities Policy	70%	Corporate and Community Services Infrastructure, Development and Works
2.4.40	Roll out OHS & Risk Training Customer Service Training	60% 100%	Corporate and Community Services



	2.4.41	Digitisation of old shire rate books Implementation of Cloud records Management System	80% 70%	Corporate and Community Services
	2.4.42	Support the activities of the Audit and Risk Advisory Committee.	25%	Corporate and Community Services
	2.4.43	Prepare and implement 2023/24 internal audit program (Cyber Security & TBC)	10%	Corporate and Community Services
	2.4.44	Review and update the Business Continuity Plan	100%	Corporate and Community Services
	2.4.45	Prepare documentation for 2024 Election Period	55%	Corporate and Community Services

**Other notable progress on Council Plan**

-



## 14 Corporate and Community Services

### 14.1 Support to Community Events Policy

*Directorate: Corporate and Community Services*

*Report Author: Community Development and Tourism Manager*

*Report Purpose: For Decision*

#### **Introduction**

West Wimmera Shire Council is committed to supporting local communities, including community run events. The Support to Community Events Policy provides information to the community about the ambit of Council's role with respect to the facilitation of those events.

#### **Declaration of Interest**

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

#### **Background**

The Support to Community Events Policy is designed to:

- Standardise internal processes to support the West Wimmera community in community events
- Provide clear communication to the community about expectations regarding community run events
- Provide a single point of contact within the Council for community groups for event coordination

#### **Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate regarding the proposal considered for funding support in this report.

#### **Legislative Implications**

Not Applicable

#### **Environmental Implications**

Nil



## Financial and Budgetary Implications

Nil

## Policy Implications

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

Support to Community Events Policy

## Council Plan Implications

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

### **Goal 1 – Liveable & Healthy Community**

1.1 Create a healthy, active, and vibrant community.

1.5 Support and encourage our events, cultural and arts communities.

## Communication Implications

No Communication Implications

## Gender Equality

No Gender Impact Assessment is required

## Conclusion

This Policy is substantively unchanged from the one that it replaces. Minor corrections have been made (please see yellow highlighted text in the attachment) relating to officer responsibility and grammatical errors. The Policy now incorporates the Overarching Governance Principles which must now be included in all council policies in accordance with the *Local Government Act 2020*.

## OFFICER RECOMMENDATION:

**That Council adopts the revised Support to Community Events Policy.**

## Attachments

1. Support for Community Event - final for Council 1112023 [14.1.1 - 5 pages]



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

COUNCIL POLICY							
<b>SUPPORT TO COMMUNITY EVENTS POLICY</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Policy No:</td> <td style="width: 100px;"></td> </tr> <tr> <td style="padding: 2px;">Adopted by Council:</td> <td></td> </tr> <tr> <td style="padding: 2px;">Next review date:</td> <td style="text-align: center; color: yellow;">November 2027</td> </tr> </table>	Policy No:		Adopted by Council:		Next review date:	November 2027
Policy No:							
Adopted by Council:							
Next review date:	November 2027						
Senior Manager:	Director Corporate and Community Services						
Responsible Officer:	Manager Community Development						
Functional Area:	Community Services						
Introduction & Background	West Wimmera Shire Council is committed to supporting local communities, including community run events.						
Purpose & Objectives	<ul style="list-style-type: none"> <li>To standardise Council's support to Community run events</li> <li>To standardise internal process to support the West Wimmera community in community events</li> <li>To provide clear communication to the community about expectations regarding Community run events</li> <li>To provide a single point of contact within the Council for community groups for event coordination</li> </ul>						
Definitions	<ul style="list-style-type: none"> <li>Community Group – a not for profit group with a goal of benefiting members of the West Wimmera community</li> <li>Community Event – an event run by a Community Group or members of the community where the benefits of the event, financial and social, are applied for the greater enjoyment and benefit of the community</li> </ul>						
Response to the Overarching Governance Principles of the Local Government Act 2020	<p style="background-color: yellow;">Section 9 of the Local Government Act 2020 states that a Council must in the performance of its role give effect to the overarching governance principles.</p> <p style="background-color: yellow;">This policy is in response to the following overarching governance principle/s of the Local Government Act 2020:</p> <ul style="list-style-type: none"> <li style="background-color: yellow;">(a) the community engagement principles (section 56);</li> <li style="background-color: yellow;">(b) the public transparency principles (section 58);</li> <li style="background-color: yellow;">(c) the strategic planning principles (section 89);</li> <li style="background-color: yellow;">(d) the financial management principles (section 101);</li> <li style="background-color: yellow;">(e) the service performance principles (section 106).</li> </ul>						
Policy Details							



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

1.	<p>Scope</p> <p>This policy shall apply to:</p> <ul style="list-style-type: none"> <li>• Community run events on community land or in Council owned land/buildings.</li> <li>• Events open to members of the public</li> </ul> <p>This policy <b>does not</b> include:</p> <ul style="list-style-type: none"> <li>• Private functions (i.e., weddings, funerals)</li> <li>• Gathering of specific groups and not available to the general public (i.e., class re-unions, club re-unions)</li> </ul>
2.	<p>Objectives</p> <ul style="list-style-type: none"> <li>• To standardise Council's support to community run events</li> <li>• To offer a single point of contact to Community to run plan and run the events seamlessly</li> </ul>
3.	<p>Policy</p> <p>Council will provide support to community run events as per Annexure 1.</p> <p>Events are classified as follows:</p> <ul style="list-style-type: none"> <li>• Very small event – 0 to 50 people attending</li> <li>• Small event – 50 to 200 people attending</li> <li>• Large event 200 to 700 people attending</li> <li>• Major event 700+ people attending</li> </ul> <p>No support will be provided to events and facilities in which the events will be held that do not comply with any relevant state, federal and local legislations.</p>
4.	<p>Code of Practice</p> <p>See Annexure 1</p>
5.	<p>Withdrawal or rejection of Support</p>



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

Council may withdraw support or chose not to support an event in the following circumstances:

- Where the event does not align with the Council Plan or is at odds with any other Council Policy
- Where the event cannot obtain suitable insurance coverage
- Where the event involves any practice which may illegal
- Where the event involves any practice which may, reasonably, be seen to cause offence to any other party
- Where emergency incidents require Council resources to be allocated elsewhere
- Where two or more events are held at competing times Council may choose to prioritise support to the event where it determines the greatest need and/or community benefit is
- Where Council formally resolves not to provide support to any event.





## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

<b>Policy Adopted:</b>	Ordinary Meeting 14/04/15	Minute Book Page 30275	RecFind 15/001526
<b>Policy Reviewed:</b>	Ordinary Meeting 17/04/18	Minute Book Page 37893	RecFind 18/001491
	Ordinary Meeting 15/04/20	Minute Book Page.....	RecFind E20/000073



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

### Annexure 1

Type of Support offered by Council	Very Small event Up to 50 people	Small Event 50-200 people	Large event 200-700 people	Major event 700+ People
Advertising in Council Website, Facebook page	Yes	Yes	Yes	Yes
In-kind support for planning the event	Yes- minimal over phone	Yes- minimal over phone	Yes	Yes
Assistance in printing promotional material	Yes- Fee based Service	Yes- Fee based Service	Yes- Fee based Service	Yes- Fee based Service
Assistance in promotion of event via Council social media	Yes	Yes	Yes	Yes
Promotion of the event in the Council's customer service area and Council notice boards	Yes	Yes	Yes	Yes
Preparation of Signs for the event	Organisers to organise	Organisers to organise	Organisers to organise	Organisers to organise
Assistance in obtaining food permit	Yes	Yes	Yes	Yes
Assistance in obtaining building permit	Yes	Yes	Yes	Yes
Public Liability insurance	Organisers to organise	Organisers to organise	Organisers to organise	Organisers to organise
One off grant availability	Yes- subject to grant conditions	Yes- subject to grant conditions	Yes- subject to grant conditions	Yes- subject to grant conditions
additional cleaning of Public toilet	No	No	Yes	Yes
Assistance in rubbish pick up	No	No	Yes- Subject to resources availability	Yes- Subject to resources availability
Concession on Council facility Hire	Discretion of Council	Discretion of Council	Nil	Nil
Support promotion for volunteers	No	No	Yes	Yes
Road closure assistance	Organisers to coordinate with Council to arrange applicable permits and signage.	Organisers to coordinate with Council to arrange applicable permits and signage.	Organisers to coordinate with Council to arrange applicable permits and signage.	Organisers to coordinate with Council to arrange applicable permits and signage.
Sponsorship on part of event	No	No	Yes- Subject to WWSC Grants Policy	Yes- Subject to WWSC Grants Policy
Notice Required prior to event	30 days	60 days	90 days	90 days
Single Council contact	Community Support Officer Amanda Munn <a href="mailto:events@westwimmera.vic.gov.au">events@westwimmera.vic.gov.au</a> Ph 13 99 72	Community Support Officer Amanda Munn <a href="mailto:events@westwimmera.vic.gov.au">events@westwimmera.vic.gov.au</a> Ph 13 99 72	Community Support Officer Amanda Munn <a href="mailto:events@westwimmera.vic.gov.au">events@westwimmera.vic.gov.au</a> Ph 13 99 72	Community Support Officer Amanda Munn <a href="mailto:events@westwimmera.vic.gov.au">events@westwimmera.vic.gov.au</a> Ph 13 99 72



## 14.2 Tourism Policy

*Directorate: Corporate and Community Services*

*Report Author: Community Development and Tourism Manager*

*Report Purpose: For Decision*

### **Introduction**

West Wimmera Shire Council in partnership with various stakeholders collectively work together to promote sustainable tourism across the Wimmera and Mallee Regions. Council's Tourism Policy is the principal expression of Council's determination to engage with all stakeholders to foster increased tourism and its related economic benefits across the entire West Wimmera local government area.

### **Declaration of Interest**

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

### **Background**

The Tourism Policy reflects the aims of West Wimmera Shire Council and is based on recognition that a coordinated approach to sustainable tourism will result in providing socio-economic benefits for our communities whilst protecting the environment and natural resources.

### **Risk Management Implications**

Risk identified:

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

### **Legislative Implications**

Not Applicable

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil



## **Policy Implications**

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

Tourism Policy

## **Council Plan Implications**

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

### ***Goal 1 – Liveable & Healthy Community***

1.3 Provide well planned and sustainable community infrastructure.

1.4 Deliver quality services that support community life.

## **Communication Implications**

No Communication Implications

## **Gender Equality**

No Gender Impact Assessment is required

## **Conclusion**

This Policy has had a number of minor changes from the one that it replaces. Minor corrections have been made relating to officer responsibility and grammatical errors. The Policy now incorporates the Overarching Governance Principles which must now be included in all council policies in accordance with the Local Government Act 2020.

The policy has been adjusted to reflect the change of visitor economies from micro-regional to macro-regional and the important role West Wimmera Shire Council plays in the local visitor economy within the Shire and Grampians area.

## **OFFICER RECOMMENDATION:**

**That Council adopts the revised Tourism Policy.**

## **Attachments**

1. Tourism- Policy. DRAFT for Council Consideration.2 [14.2.1 - 4 pages]



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

COUNCIL POLICY		
<b>TOURISM POLICY</b>	Policy No:	
	Adopted by Council:	March 2023 <del>18</del> <del>March 2020</del>
	Next review date:	March <del>2023</del> 2027
Senior <del>Manager</del> <del>Director</del> :	Director Corporate & Community Services	
Responsible Officer:	<del>Manager Community Development and Tourism</del> <del>Business-Development &amp; Tourism Officer</del>	
Functional Area:	Tourism	
Introduction & Background	<u>West Wimmera Shire Council in partnership with various stakeholders collectively work together to promote sustainable tourism across the Wimmera and Mallee Regions.</u> <del>West Wimmera Shire Council is a member of Wimmera Mallee Tourism together with the Shire Councils of Buloke, Hindmarsh &amp; Yarriambiack, collectively we work together to promote the Wimmera &amp; Mallee regions.</del>	
Purpose & Objectives	<u>The Tourism Policy reflects the aims of West Wimmera Shire Council and is based on recognition that a coordinated approach to sustainable tourism will result in providing socio-economic benefits for our communities whilst protecting the environment and natural resources.</u> <del>The Tourism Policy reflects the aims of West Wimmera Shire Council and is based on the recognition that a coordinated approach to tourism within West Wimmera Shire will result in growth in the individual economies of each of the Shire's communities.</del>	
<u>Response to the Overarching Governance Principles of the Local Government Act 2020</u>	<u>Section 9 of the Local Government Act 2020 states that a Council must in the performance of its role give effect to the overarching governance principles.</u>  <u>This policy is in response to the following overarching governance principle/s of the Local Government Act 2020:</u>  <u>(a) the community engagement principles (section 56);</u> <u>(b) the public transparency principles (section 58);</u> <u>(c) the strategic planning principles (section 89);</u> <u>(d) the financial management principles (section 104);</u> <u>(e) the service performance principles (section 106).</u>	
Policy Details		

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Eg: West Wimmera Shire Council in partnership with various stakeholders collectively work together to promote sustainable tourism across the Wimmera and Mallee Regions ??

**Commented [ME2]:** The Tourism Policy reflects the aims of West Wimmera Shire Council and is based on recognition that a coordinated approach to sustainable tourism will result in providing socio-economic benefits for our communities whilst protecting the environment and natural resources?

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## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

1.	<p>Scope</p> <p>This policy applies to Council and its Officers when establishing and delivering on key tourism themes and priorities, and how Council resources its efforts with regard to tourism outcomes.</p> <p>The 2023 - 2033 Tourism Strategic Plan will be prioritised and enacted taking consideration and direction from the WWSC Tourism policy</p>
2.	<p>Council Plan</p> <p>The West Wimmera Shire Council Plan <del>is pivotal in acknowledging identifying the issues that matter</del> <u>what is important</u> to the local community.</p> <p>The Plan identifies themes and priorities for how Council directs its resources, this may include direction regarding tourism themes and priorities</p>
3.	<p><u>Stakeholders In Sustainable Tourism</u></p> <p><u>Council recognise other State and Federal Government agencies, the local community, and the general public as stakeholders in the development of sustainable tourism products. In particular, this includes Parks Victoria, the Department of Energy, Environment and Climate Action and other land managers in our region.</u></p> <p>Council values the involvement of our community in the tourism visitor economy. Council will engage as necessary in consultation with community stakeholders to ensure that the tourism spend is optimized across the whole of the West Wimmera Shire.</p>
3 4.	<p>Tourism Principles</p> <p>The principles of supporting tourism in the West Wimmera:</p> <ul style="list-style-type: none"> <li>• <del>Increase visitor numbers to West Wimmera Shire.</del></li> </ul> <p><u>Increase General</u> <u>Council will:</u></p> <ul style="list-style-type: none"> <li>• <u>Support sustainable tourism in its Regulatory, Economic, Social and Planning areas and policies.</u></li> <li>• <u>Increase visitation and stay duration in West Wimmera Shire</u></li> <li>• <u>Increase visitor satisfaction and experience.</u></li> <li>• <u>Increase economic benefit to tourism and business operators in West Wimmera Shire whilst respecting culture sensitivity and protecting the environment, natural resources, and fauna.</u></li> <li>• <u>Encourage tourism enterprises that actively incorporate sustainable business practices into their operations.</u></li> </ul>

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## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

- Work with our Local and State Tourism Associations, to develop sustainable tourism.
  - Encourage co-operation between private operators and Local and State Tourism Associations in marketing, product development and employment, customer service, training, and industry development.
  - Seek representation on local and regional tourism associations and boards.
  - Will, where appropriate, engage in and develop tourism opportunities throughout both in its own right and in partnership with business, governments, and community stakeholders.
  - Foster and create a community awareness of the role and value of tourism within the region.
- Economic Council will
- Support the management and operation of Visitor Information Centres at Edenhope, Kaniva and Harrow.
  - Provide an appropriate budget allocation for tourism expenditure.
  - Assist, financially and by other means, tourism organisations or events that provide evidence of the potential to benefit both community and visitors in the area.
  - Seek ongoing commitments and financial involvement from Government, industry, and investors in the provision of tourist facilities.
  - Consider the social, cultural, economic, and environmental impact of proposals within the area, when considering tourism development applications.
  - Ensure that zoning and other statutory requirements encourage sustainable tourism and ameliorate against developments that might reduce the potential opportunities for sustainable tourism, in its strategic plans, town plans, development control plans and emergency plans, and within the guidelines of planning policies and protocols.

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## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

**Shire:**

- Assist the tourism products and businesses of West Wimmera Shire to develop successfully.
- Provide strategic direction and support to tourism within the Shire.
- Identify product strengths, gaps and opportunities for investment
- Work with partners and stakeholders to increase the benefits of Tourism locally, particularly through active partnerships with Harrow Discovery Centre, Kaniva Visitor Information Centre and Edenhope Visitor Information Centre
- Establish and maintain partnerships with stakeholders across the Region, State and across state borders with tourism initiatives to increase the local benefits of Tourism within the Shire.

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<b>Policy Adopted:</b>	Ordinary Meeting 26/09/02	Minute Book Page 10410	
<b>Policy Reviewed:</b>	Ordinary Meeting 06/04/06	Minute Book Page 13682	
	Ordinary Meeting 11/03/10	Minute Book Page 17759	
	Ordinary Meeting 18/03/20	Minute Book Page .....	RecFind E20/000054





## 14.3 Community Strengthening Grants - Applications Round 2 2023

*Directorate: Corporate and Community Services*

*Report Author: Community Development and Tourism Manager*

*Report Purpose: For Decision*

### Introduction

The Community Strengthening Grants program is designed to promote and increase participation of residents in community initiatives, to build and strengthen local networks and partnerships and to support community leadership, learning and skill development.

### Declaration of Interest

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

### Background

Council will provide financial assistance to community groups and organisations to support the provision of programs, activities and services which respond to identified community needs, contribute to the building of a stronger community, develop innovative approaches and local social issues and accord with Council's strategic objectives.

1. Community Projects Funding: maximum of \$5,000 on a \$2 for \$1 basis
2. Community Events Funding: maximum of \$1,200
3. Facilities Upgrades and Equipment Purchases Funding: maximum of \$5,000 on a \$2 for \$1 basis

Seven applications have been received from the following community groups, all of which have been assessed by officers as eligible for funding:

1. Harrow Men's Shed auspiced by the Harrow Bush Nursing Centre
2. Kaniva Cricket Club
3. Minimay Memorial & Recreational Hall Inc
4. Edenhope Motorcycle Club
5. Bill's Gully Welfare Group
6. The Goroke Swimming Pool Inc
7. Kaniva Group CFA

### Risk Management Implications

Risk identified:



There are no obvious risks for Council to mitigate or eliminate regarding the proposal considered for funding support in this report.

### **Legislative Implications**

Not Applicable

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

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

Council Grants Policy

### **Council Plan Implications**

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

#### ***Goal 1 – Liveable & Healthy Community***

- 1.1 Create a healthy, active, and vibrant community.
- 1.4 Deliver quality services that support community life.
- 1.5 Support and encourage our events, cultural and arts communities.
- 1.7 Improve the liveability of the shire to assist in growing our population into the future.

### **Communication Implications**

No Communication Implications

### **Gender Equality**

No Gender Impact Assessment is required

### **Conclusion**

Council has received seven applications for funding, which have been assessed by officers in accordance with Council's Grants Policy and Community Strengthening Grant Guidelines. Each application has been assessed as compliant with the relevant grant criteria and accordingly officers advise that each application is eligible for funding.

### **OFFICER RECOMMENDATION:**



### That Council

1. Resolves/does not resolve to grant Harrow Men's Shed the amount of \$2,688.09 as a Community Strengthening Grant.
2. Resolves/does not resolve to grant Kaniva Cricket Club the amount of \$4,000 as a Community Strengthening Grant.
3. Resolves/does not resolve to grant Minimay Memorial & Recreational Hall Inc the amount of \$1,901.21 as a Community Strengthening Grant.
4. Resolves/does not resolve to grant Edenhope Motorcycle Club the amount of \$5,000 as a Community Strengthening Grant.
5. Resolves/does not resolve to grant Bill's Gully Welfare Group the amount of \$3,566.98 as a Community Strengthening Grant.
6. Resolves/does not resolve to grant Goroke Swimming Pool Inc the amount of \$3,500 as a Community Strengthening Grant.
7. Resolves/does not resolve to grant Kaniva Group CFA the amount of \$2,064 as a Community Strengthening Grant.

### Attachments

1. updated R 2 2023 CSG report [14.3.1 - 2 pages]

CSG-Applications Assessment Round 2 2023.

Application ID	Applicant Name	Project Funding Category	Project Title	Brief Project Description	Total Project Cost	Grant amount requested	Is this project Eligible?	Assessment Total	Assessment Recommendation
CSG22300001	Harrow Bush Nursing Centre Inc.	Facilities Upgrade	Men's Shed Bandsaw Upgrade	Harrow & District Men's Shed has identified that the current hobby- grade bandsaw requires upgrade for reasons of safety and satisfactory quality of finish for participants' projects.	\$4,032.13	\$2,688.09	Yes	58	Recommendation is approved for funding
CSG22300002	Kaniva Cricket Club	Facilities Upgrade	Resurfacing Cricket Centre Wicket- Recreation Reserve	The Cricket playing surface on the Kaniva Recreation Reserve is well worn and in need of replacement. The current playing surface has been used for many years and is covered and uncovered on an annual basis. The aim is to replace and install a new synthetic green surface for match days and training.	\$6,098.09	\$4,000.00	Yes	47	Recommendation is approved for funding
CSG22300003	Minimay Memorial & Recreational Hall Inc	Facilities Upgrade	Hot water upgrade	Replace the old gas hot water system which has become unsafe for us and the general public to use. It's the original unit installed back in 1975 when the Hall was erected. Its unsafe to light and when it was last lit the hall was full of an unpleasant smell of gas. Plumber has since inspected it and has informed us it is unsafe and dangerous to use. Therefore we would like to replace it with a new Electric HWS. Photos attached.	\$2,851.82	\$1,901.21	Yes	49	Recommendation is approved for funding
CSG22300005	Edenhope Motorcycle Club inc	Facilities Upgrade	Edenhope Mx Track Watering System	The Edenhope Motorcycle Club is looking to install a watering system at its motocross track.	\$42,800.00	\$5,000.00	Yes	54	Recommendation is approved for funding
CSG22300006	Bill's Gully Welfare Group	Facilities Upgrade	Drainage Improvements	Much needed works to improve natural water runoff that currently goes under the Bill's Gully Hall when it rains, we wish to divert the natural course of the water flow to avoid any further structural damage to the 110 year old Hall. We wish to erect a retaining wall on the North side of the Hall. The retaining wall will also add to the outdoor area by doubling as permanent seating .	\$5,350.47	\$3,566.98	Yes	45	Recommendation is approved for funding
CSG22300008	Goroke Swimming Pool Inc	Facilities Upgrade	Repair, replace and renovate for the 2023/2024 season	The Goroke Swimming Centre is well overdue to have some repairs and upgrades performed on the facility, some of which are essential to be able to open for the 2023/2024 season. Currently there is a long list of repair issues covering both filters, 2 pumps and an entire office area that is almost unusable due to it being half stripped and left with pipework exposed. Currently the top of our priority list is to repair the solar heating. As it stands the control panel doesn't work and is being bypassed and the pump has broken down. We simply cannot offer local families a comfortable swimming experience if the wading pool is freezing cold.	\$5,289.55	\$3,500.00	Yes	52	Recommendation is approved for funding
CSG22300010	Kaniva Group CFA	Facilities Upgrade	Comms T-Go	Kaniva CFA Group recently received a grant from Telstra to provide eight T- GO*units for eight of their CFA command vehicles and fire trucks. However, there remains two vehicles within the Group that have not been allocated a T-GO unit, and the Group does not have sufficient funds to purchase and install these two additional units. * These Telstra GO Repeaters are network coverage extension devices that maximise your mobile signal in areas of low coverage. Telstra GO Repeaters receive a signal from a nearby Telstra mobile base station before amplifying and distributing this improved mobile signal to the desired area via an antenna.	\$3,178.00	\$2,064.00	Yes	43	Recommendation is approved for funding

### Community Strengthening Grant \$2 for \$1 co-contribution explained

\$2 for \$1 Contribution is calculated by taking the Total Project Cost, dividing it by 3 and then multiplying it by 2. This then provide the correct ratios for the Council and the Applicant to share the cost of the project.

**The maximum contribution that Council will provide, along with using this calculation is \$5000. Any amount over this will be the responsibility of the applicant.**

Example		COUNCIL	APPLICANT	
	Total Project Cost	Council Funding at \$2 for \$1	Applicant minimum cash, in-kind or both	Explanation
Applicant 1	\$ 6,500.00	\$ 4,333.33	\$ 2,166.67	This applicant would be required to provide \$2167 in cash, in-kind support or a mix of both. Council would provide \$4334 toward this project based on the \$2 for \$1 funding criteria.
Applicant 2	\$ 9,000.00	\$ 6,000.00	\$ 4,000.00	<b>This calculation is over the maximum funding of \$5000 for this program.</b> Council would pay \$5000 towards this project, and the applicant would be required to provide \$4000 in cash, in-kind support or a mix of both.
Applicant 3	\$ 3,800.00	\$ 2,533.33	\$ 1,266.67	This applicant would be required to provide \$1267 in cash, in-kind support or a mix of both. Council would provide \$2534 toward this project based on the \$2 for \$1 funding criteria.



## 14.4 WWSC Tourism Advisory Committee

*Directorate: Corporate and Community Services*

*Report Author: Community Development and Tourism Manager*

*Report Purpose: For Decision*

### Introduction

The West Wimmera Tourism Advisory Committee was formed in 2021 as an advisory committee of Council. It was intended to act as an advisory forum to Council, bringing together interested stakeholders as a means by which the Shire-wide development of tourism opportunities and their related economic benefits could be fostered and encouraged for the benefit of the entire West Wimmera Community.

### Declaration of Interest

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

### Background

The West Wimmera Tourism Advisory Committee (WWTAC) is a delegated committee of West Wimmera Shire Council established under Section 63 of *the Local Government Act 2020*.

According to Committee's Terms of Reference, its key purposes are to:

- Provide advice on tourism-related issues
- Assist the long-term development of tourism in the Shire, and
- Assist in the development of the tourism strategy

WWTAC membership originally consisted of two Councillors, one Council officer, and community members who were appointed by expression of interest. Councillors and the Council officer have no voting rights. In September 2022, Councillor representation was reduced to a single Councillor.

At Council's Statutory meeting held on 2 November 2022, Cr Pretlove was endorsed as the Councillor representative and the Committee Chairperson, and the Committee's existing 19 community members were re-appointed.

In the twelve months since November 2022, three Committee meetings have been convened as follows. None of these meetings has achieved the required quorum of eight voting members:



- 22 November 2022 – Main agenda item – Tourism Strategy Consultant meeting  
Attendance: Cr Pretlove, three Council officers, the Consultant and five community members
- 1 June 2023 – Main agenda item – Tourism Strategy draft review meeting and Tourism Project update  
Attendance: Cr Tim Meyer, three Council officers and four community members
- 26 July 2023 – Main agenda item – Purpose of Committee and Tourism Projects update  
Attendance: Cr Tim Meyer, three Council officers, four community members and one visitor

It is also relevant that under the Committee's terms of reference, committee members (including community members) are required to attend a minimum of three meetings per annum. Most community members have not attended a single meeting this year and some community members have not attended a meeting over the last two years. These absences explain the Committee's ongoing failure to achieve a quorum at its meetings and, it is submitted, should inform any assessment of the Committee's ongoing viability.

### **Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate regarding the proposal considered for funding support in this report.

### **Legislative Implications**

Not Applicable

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

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

Not applicable



### **Council Plan Implications**

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

#### ***Goal 5 – Our Commitment Values***

Accountability - We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency and advocating for our community.

### **Communication Implications**

No Communication Implications

### **Gender Equality**

No Gender Impact Assessment is required

### **Conclusion**

The West Wimmera Tourism Advisory Committee has not had a validly-constituted meeting over the last twelve months due to its chronic and ongoing failure to achieve a quorum of members at any scheduled meeting. It is for Council to determine whether the Committee continues to exist, or alternatively, if a more dynamic and targeted approach to tourism engagement should occur in the future.

### **OFFICER RECOMMENDATION:**

**That Council resolves to continue/not to continue with the West Wimmera Tourism Advisory Committee.**

### **Attachments**

Nil





## 15 Infrastructure Development and Works

### 15.1 Harrow Recreation Reserve AFL Lighting Project

*Directorate:*

*Report Author: Project Office Coordinator*

*Report Purpose: For Decision*

#### **Introduction**

The 2023-24 Local Sports Infrastructure Funding (LSIF) has opened, and council officers are working towards submitting one project from our football and netball precincts for application. The purpose of this report is to seek endorsement of the proposed application for the upgrade of Harrow Recreation Reserve Lighting and gain council commitment for the matching fund.

#### **Declaration of Interest**

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

#### **Background**

Under this funding stream of the program, applicants may submit a sports lighting project and funding requested must not exceed \$250,000. Applications close on the 13 December 2023. This is a 3 (LSIF) :1 (applicant) funding ratio round.

Harrow Recreation Reserve's lighting currently does not comply with the requirements for training and games. The existing lighting in the oval needs to be upgraded to meet the requirement for safe play. A four-pole layout would be ideal and is allowed for with this submission.

The project would involve running a new electrical circuit from the main switchboard at the site (upgrading where necessary) to four new poles that have been designed based on the specific heights required by each oval determined by a formula of  $0.36 \times \text{distance to centre of the oval}$ .

The attached audit report provides details on the specifics of the current lighting and electrical conditions.

As a part of the preparation for this funding round, council officers have contacted representatives for the Harrow Recreation Reserve Committee, who have confirmed their strong support of this project and the contribution required.

The contribution amount below is based on the council applying for the maximum allotted funding for this program. Should a lower amount be applied for (for example if light towers



are viable for reuse), the council required contribution would also come down to the percentage shown.

<b>Recreation Reserve</b>	<b>Project</b>	<b>Council Required Contribution</b>	<b>Community Contribution Confirmation of the required minimum of 15% of the total project cost</b>
Harrow	AFL Lighting Upgrade	Up to \$33,334. 10%	Yes

The final project costing development will be completed before the submission of the application. The council and the community contribution will vary depending on the final project costing with the Council contribution no higher than \$33,334.

### **Risk Management Implications**

Risk identified: There are no obvious risks for the Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

The project does pose a potential financial risk to the club given the amount of contribution required for this project. Mitigation of this was by confirming with the club that this contribution would not leave them with nothing in reserve.

Lighting Specific Risks: Some of these existing towers may be perceived as reuseable or in 'good' condition. Unfortunately given the funding we are aiming to apply for, there is a strong preference for the installation of all new infrastructure. Where reusing these towers may be a promising idea, the perceived risk from the funding bodies point of view is too great as the infrastructure being installed is aimed at being around for decades to come with minimal maintenance required. We have also had this discussion with an engineer and without a full check over and computations (which the funding body would choose a project without this risk to award funding to) it is exceedingly difficult to estimate the remaining lifespan of the tower.

### **Legislative Implications**

The report complies with the requirements of the:  
Local Government Act 2020

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

The financial risk rating has been assessed as: Low



## Policy Implications

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

Recreation Policy

Community Projects Contributions Policy

## Council Plan Implications

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

### **Goal 1 – Liveable & Healthy Community**

1.1 Create a healthy, active, and vibrant community.

1.3 Provide well planned and sustainable community infrastructure.

### **Goal 5 – Our Commitment Values**

Collaboration - We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community's benefit.

## Communication Implications

Consultation has already been undertaken in development of the plans

## Gender Equality

No Gender Impact Assessment is required

## Conclusion

Following the consideration of a number of projects eligible for this funding program, Harrow Recreation Reserve Lighting Upgrade was considered the most suitable and likely to be funded. This was further complemented by confirmation of matching funding (15% of the total project cost) by the Harrow Recreation Reserve Committee. The upgrade of lighting to the current standard for safe play would provide significant benefits to the community.

## OFFICER RECOMMENDATION:

### That Council:

- **Endorse the funding application for the Harrow Recreation Reserve Oval lighting upgrade under the 2023-24 Local Sports Infrastructure Fund.**
- **Authorise a Council contribution of up to \$33,334 and underwrites a community co-contribution.**



## Attachments

1. Harrow Oval [15.1.1 - 3 pages]



## Harrow Oval

Meter Number – DZ 175 632  
Pole Number -125 or 751346 or 22 73 2041 00  
Transformer had no rating on it  
Main Breaker – **160A CB**  
Mains size – **70mm XLPEs**

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horsham@laserelectrical.com.au

### Findings

Current electrical capacity to site

- 160A three phase supply. Supply is an underground coming from a pillar on the fence line to a transformer over the road. 70mm XLPE to the main switch

## Football Oval

Details about current lighting facilities

- Currently 4 poles around the ground. The two on the clubroom side are 24m high and the far side are 23m high. There are 8 lights on each of these. They are 480V metal halide lights, each using 2kWph. The far side light poles have 4, 480V metal halide lights, each using 2kWph.

Conditions of poles, cables

- The close poles are newer, coming from Kadinia Park. They are in good condition and the supply cables to both are in good condition and good size. The far side poles are older tri poles and are in poor condition. They have surface rust and are degrading. Some of the lights have blown on these. The far RHS pole is fed from the LHS pole and only has a 2-phase supply. The far LHS has a 3 phase supply, no neutral. They are all controlled from the old change room DB by turning the CBs on-off which needs to be changed ASAP

**Netball courts** are currently being excavated and I had no access to the site

### COST ESTIMATE FOR UPGRADE TO NEW LIGHTING TO PROVIDE 100 LUX

- \$250k - \$300k

Upgrade will be in conjunction with AS 2560.2 : 2021 Table 2.6.1 (Pg. 61)



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Netball courts are being built as we speak. No mains ran in yet

Oval

Feed to old changeroom DB is 70mm XLPEs – **160A CB**

Feed to new changeroom DB is 16mm SDIs 3 phase – **63A CB**

Entry gate light pole

24m High

Fed from old changeroom DB. 25mm XLPEs 3 phase + Neutral + Earth– **63A CB**

All lights are fed 2 phase up the pole. All 2 phase 20A CBs

Underground is 62m back to changeroom board. Board is free standing

New Changeroom pole

24m high

Fed from old changeroom DB. 10mm SDI feed 3 phase + Neutral + Earth– **63A CB**

All lights are fed 2 phase up the pole. All 2 phase **20A CBs**

Underground is 32m back to changeroom board. Board is mounted to pole

Far RHS Pole

23m High

Fed from LHS Pole DB. 16mm SDI 2 phase + Earth. No Neutral – **50A CB in LHS pole**

All lights are fed 2 phase up the pole. All 2 phase **16A CBs**

Underground is 87m to LHS Pole. Board is mounted to pole

Far LHS Pole

23m High

Fed from old changeroom DB. 25mm XLPEs 3 phase + Earth. No Neutral –**63A CB in old changeroom**

All lights are fed 2 phase up the pole. All 2 phase **16A CBs**

Underground is 145m back to changeroom board. Board is mounted to pole



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## 15.2 Kaniva Recreation Reserve Precinct Planning

*Directorate: Infrastructure Development and Works*

*Report Author: Project Officer*

*Report Purpose: For Decision*

### Introduction

The 2023/24 Local Sports Infrastructure Fund (LSIF) has opened, and council officers are working towards submitting the Kaniva Recreation Reserve Precinct Planning under the planning stream of this fund. The purpose of this report is to seek endorsement of the proposed application and gain council commitment for the matching fund.

### Declaration of Interest

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

### Background

The Local Sports Infrastructure Fund is a highly competitive funding round run by Sport and Recreation Victoria. The fund offers a 'Planning' stream to support projects in becoming shovel ready. Individual municipalities may submit an application for up to \$40,000 from this stream. Applications close on the 13 December 2023. This is a 3 (LSIF) :1 (applicant) funding ratio round.

As the Sport and Recreation Strategy is currently underway and the Kaniva Recreation Reserve Masterplan Review is set to occur in the coming months, council officers believe the Kaniva Recreation Reserve would be the best application to put forward. This Precinct Planning funding would assist with getting projects identified by the strategy and master plan to a shovel ready status. This work includes designs, quantity surveying and technical or specialist reports, and will encompass areas in need including Cricket, Hockey and Netball facilities as highlighted through various consultation in the past.

The results of this funding would be early to mid-2024, by which time the previously mentioned strategy and review will be in a defined position for facility planning to commence alongside.

Project	Project Value	Council Required Contribution	Other Contributions
Kaniva Recreation Reserve Precinct Planning	Up to \$53,334	Up to \$13,334.	Email to Cricket Victoria pending however not confirmed.





### **Risk Management Implications**

Risk identified: There are no obvious risks for Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

### **Legislative Implications**

The report complies with the requirements of the:  
Local Government Act 2020

### **Environmental Implications**

Not applicable

### **Financial and Budgetary Implications**

The financial risk rating has been assessed as: Low

### **Policy Implications**

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

Recreation Policy

### **Council Plan Implications**

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

#### ***Goal 1 – Liveable & Healthy Community***

- 1.1 Create a healthy, active, and vibrant community.
- 1.3 Provide well planned and sustainable community infrastructure.

#### ***Goal 5 – Our Commitment Values***

Collaboration - We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community's benefit.

### **Communication Implications**

Consultation has already been undertaken in development of the plans

### **Gender Equality**

No Gender Impact Assessment is required



## Conclusion

In conclusion, this project is incredibly important for its community and would strongly assist with the future development of the Recreation Reserve. As this project aligns strongly with the council plan and facilitates community need, council officers recommend endorsement of this project.

## OFFICER RECOMMENDATION:

### That Council:

1. **Endorse the Kaniva Recreation Reserve Precinct Planning application for 2023-2024 Local Sports Infrastructure Funding.**
2. **Authorise a Council contribution of up to \$13,334 and underwrites any co-contribution.**

## Attachments

Nil



## 16 Sealing Schedule

Nil.

## 17 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.*

## 18 Confidential Reports

### RECOMMENDATION:

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

- **18.1 Business Streetscape Grant Application**
- **18.2 Kaniva Showgrounds and Recreation Reserve – Amplitel Pty Ltd (Telstra Tower)**
- **18.3 CMO544 Waste Collection Services**

*Reasons for confidentiality:*

*Local Government Act 2020, Section 3 - Private commercial information*

*Local Government Act 2020, Section 3 - Council business Information*

## 19 Close of Meeting



**Next Meeting:**

Wednesday, 20<sup>th</sup> December 2023

Edenhope Council Chamber