



## ORDINARY COUNCIL MEETING AGENDA – 18 SEPTEMBER 2019 WEST WIMMERA SHIRE COUNCIL

**TO BE HELD:** Wednesday 18 September 2019

**LOCATION:** Kaniva Council Chamber

**COMMENCEMENT:** 2.00pm

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REQUIRED TO ATTEND:	
Councillors	Senior Management Group
Jodie Pretlove, Mayor Trevor Domaschenz	David Leahy Chief Executive Officer
Richard Hicks Tom Houlihan	Ashley Roberts Director Corporate & Community Services
Bruce Meyer	Mark Marziale Director Infrastructure Development & Works

*Members of the Gallery are advised that the following Local Law applies to this meeting:*

*West Wimmera Shire Council Local Law No.7, 2017*

*42. Gallery to be silent*

- (1) Any member of the public asking a question of the Council or in attendance in the gallery must extend due courtesy and respect to the Council and the processes under which it operates*
- (2) Visitors must not interject or take part in the debate and must take direction from the Chairperson whenever called upon to do so.*

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### ***Vision Statement:***

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



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### 1.0 WELCOME

### 2.0 OPENING PRAYER

Almighty God, we humbly ask your blessing upon this Council. Guide and prosper our decisions to the advancement of Your Glory and the true welfare of the people of West Wimmera Shire. Amen.

### 3.0 APOLOGIES, LEAVE OF ABSENCE, DECLARATION OF CONFLICT OF INTEREST

#### 3.1 APOLOGIES

#### 3.2 LEAVE OF ABSENCE

#### 3.3 DECLARATION OF CONFLICT OF INTEREST

*All councillors have a personal responsibility to ensure they are aware of the provisions mandated in the Local Government Act 1989 with regard Conflict of Interest disclosures. The Conflict of Interest – A Guide for Councillors (October 2012) has been made available to all Councillors in hard copy form and is available via Docs On Tap.*

### 4.0 QUESTIONS FROM THE GALLERY (maximum of 30 minutes)

#### 4.1 WRITTEN QUESTIONS ON NOTICE

*Questions on Notice are to be submitted to Council no later than the Monday nine days prior to the relevant Council Meeting. The template for Questions on Notice is available from the Edenhope and Kaniva Council offices, and from the Shire's website.*

#### 4.2 VERBAL QUESTIONS WITHOUT NOTICE

*Time permitting, this section of the Agenda allows members of gallery to ask verbal questions of Councillors, through the Mayor. At all other times during the meeting, members of the gallery are required to be silent, pursuant to West Wimmera Shire Council Local Law No.7, 2017.*



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### **5.0 DELEGATES REPORTS (FOR INFORMATION ONLY) AS PROVIDED BY COUNCILLORS PRIOR TO AGENDA BEING ISSUED**

#### **5.1 COUNCILLOR JODIE PRETLOVE (MAYOR)**

23/08/2019	Wimmera Mayoral Gathering, Rainbow
26/08/2019	Wimmera Primary Care Partnership Meeting
03/09/2019	CEO David Leahy
03/09/2019	Official Opening – Kaniva Cultural & Tourism Precinct
03/09/2019	Audit & Risk Committee Meeting
03/09/2019	Edenhope Community Centre Redevelopment Project Advisory Group
04/09/2019	Councillor Forum, Edenhope
10/09/2019	CEO David Leahy
17/09/2019	CEO David Leahy
18/09/2019	Council Meeting, Kaniva

#### **5.2 COUNCILLOR TREVOR DOMASCHENZ**

02/09/2019	Lake Wallace Strategy Plan Project Control Group Meeting
03/09/2019	Official Opening – Kaniva Cultural & Tourism Precinct
03/09/2019	Wimmera CMA: Wimmera Lakes Recreation Study Briefing
04/09/2019	Councillor Forum, Edenhope
10/09/2019	Wimmera Development Association Board Meeting
17/09/2019	Wimmera Mallee Tourism Meeting
18/09/2019	Council Meeting, Kaniva

#### **5.3 COUNCILLOR RICHARD HICKS**

21/08/2019	Making a Difference @ Harrow Recreation Reserve Meeting
22/08/2019	Towards Zero: Regional Road Safety Forum, Portland
03/09/2019	Official Opening – Kaniva Cultural & Tourism Precinct
04/09/2019	Councillor Forum, Edenhope
12/09/2019	48 <sup>th</sup> Little Desert Fire Conference, Dimboola
18/09/2019	Council Meeting, Kaniva

#### **5.4 COUNCILLOR TOM HOULIHAN**

29/08/2019	Douglas Mine Environment Review Meeting
30/08/2019	Grampians Central West Waste & Resource Recovery Meeting
03/09/2019	Official Opening – Kaniva Cultural & Tourism Precinct
04/09/2019	Councillor Forum, Edenhope
18/09/2019	Council Meeting, Kaniva



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### **5.5 COUNCILLOR BRUCE MEYER**

28/08/2019	Kaniva Museum Committee Meeting
03/09/2019	Official Opening – Kaniva Cultural & Tourism Precinct
03/09/2019	Audit & Risk Committee Meeting
04/09/2019	Councillor Forum, Edenhope
11/09/2019	Kaniva Community Sporting Complex Meeting
13/09/2019	Wimmera Regional Library Corporation Board Meeting
18/09/2019	Council Meeting, Kaniva

### **5.6 GENERAL DELEGATES' REPORTS**

Councillors to provide delegates reports to Council meeting in relation to meetings attended in last month for which they have been appointed as Council representative. Verbal or written delegates' reports.

### **6.0 CONDOLENCES**

### **7.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING – 21 AUG 2019**

#### **RECOMMENDATION:**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 21 August 2019, be taken as an accurate record and confirmed.**

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



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### 9.0 NOTICES OF MOTION

#### 9.1 CLASH OF DATES FOR COMMUNITY EVENTS – CR TREVOR DOMASCHENZ – NOM 2019/08

##### Preamble

The communities in the West Wimmera Shire run many long standing upcoming successful events such as amongst others the 22<sup>nd</sup> Harrow Tussock Jumpers B&S Ball, 29<sup>th</sup> Lake Charlegrark Country Music Marathon, the third Annual Edenhope Fishing Competition, the 18<sup>th</sup> Kaniva Lions Car & Bike Show, the second annual Goroke Apex Club Rodeo and the 164<sup>th</sup> Annual running of the Apsley Cup.

These are all unique and successful events in attracting repeat visitors to the Shire.

##### Motion

That West Wimmera Shire Council develop a strategy to prevent clashes of similar competing events.

##### **Attachments:**

No.	Name	RecFind Ref
9.1.1	Notice of Motion 2019/08	E19/000532

### 10.0 ASSEMBLY OF COUNCILLORS RECORD – 4 SEP 2019

#### **RECOMMENDATION:**

**That the Assembly of Councillors Record for the Councillor Forum held Wednesday 4 September 2019 be received and noted.**

### 11.0 DEPUTATIONS AND PETITIONS



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





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### **13.0 INFRASTRUCTURE DEVELOPMENT AND WORKS**

#### **13.1 LAKE WALLACE TOILET BLOCK ADJACENT BOWLING CLUB AND TENNIS COURTS, EDENHOPE**

**FILE NUMBER: PS0030**

**REPORT AUTHOR: JOHN GRIFFITHS, MANAGER ENGINEERING**

#### **FOR DECISION**

##### Introduction

The Lake Wallace toilet block adjacent to the Bowling Club and tennis courts in Edenhope is in a state of disrepair.

In recent times there has been correspondence from the Bowling Club showing their concern.

The purpose of this report is for Council to resolve the future of the toilet block both in the short and long term.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

The Lake Wallace toilet block adjacent to the Bowling Club and Tennis courts is a West Wimmera Shire Council asset located on reserve under Council Management. The toilet block historically has served the Tennis Club, patrons of the Bowling Club and the general public.

The Bowling Club has toilets within its own Clubrooms and the general public are served by the toilets at Henley Park and Elizabeth Street however the facilities are still used during the tennis season by junior tennis Clubs, for tennis finals and by visitors.

Asset inspections by Council officers identified serious issues with the amenities and recommended Council funding for planning new facilities in the 2019/20 budget. Council did not fund this item pending the completion of the Lake Wallace Management Plan.



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Recently there has been correspondence from the Bowling Club expressing concern at the condition of the facilities and their ongoing maintenance. The Bowling Club requests Council undertake appropriate repairs.

The cost of repairing the facilities would be significant and possibly similar to or more than constructing a new facility.

As the facilities are in a state of disrepair and provide health and safety issues, the doors have been temporarily fixed closed. Signage advising of alternative facilities has been placed on the exterior of the building.

### Risk Management Implications

Reputation is a key asset of Council. Public amenities are a key facility council provides for visitors. First impressions are often lasting ones therefore it is important that all public amenities are in a good condition.

As the committee of management for the site, West Wimmera Shire Council is responsible for the liability risks associated with the facility.

Some current risks include:

- Reputation
- Public Health – Current facility is unhygienic
- Cost – The cost implication to repair or reconstruct is considerable and unbudgeted.
- Community Expectation

### Legislative Implications

The *Public Health and Wellbeing Act 2008 s.24* states that the function of a Council under this Act is to seek to protect, improve and promote public health and wellbeing in the community by –

(g) Ensuring that the municipal district is maintained in a clean and sanitary condition.

Given the current condition of this toilet block with cracks in the walls, the urinal not having a sealed surface around it, broken water pipes and broken and exposed cisterns cannot be classed as sanitary.

### Environmental Implications

Pooling stagnant water, constantly wet surfaces and exposed and broken cisterns as well as old toilets and cracked piping that are open to the weather will provide ideal breeding grounds for bacteria and mosquitoes.



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### Financial and Budgetary Implications

It is considered financially unviable to refurbish the existing facility as it has reached the end of its design life.

To supply and construct a new facility similar to that at the Kaniva wetlands would cost in the order of \$80,000. Alternatively, a design and estimate for an extension to the Tennis Clubrooms for a single accessible toilet incorporating an external door could be undertaken.

There is no allowance in Council's 2019/20 capital works budget for this asset.

### Policy Implications

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

Asset Management Policy  
Asset Disposal Policy  
Risk Management Policy

### Council Plan Implications

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

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

### Communication Implications

Correspondence to the Bowling Club has not yet been provided. This is pending Council's direction.

As an interim, signage has been placed externally on the facility advising of its closure until further notice.

### Conclusion

Council needs to acknowledge that the facility is in a state of disrepair and to resolve its future intention with regards to toilet facilities in this area.



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### **OFFICER RECOMMENDATION:**

**That Council:**

- 1. Endorse the closure of the toilet block due to its current state of disrepair.**
- 2. Consider funding the demolition of the toilet block when preparing the 2020/2021 budget.**
- 3. Consider options for the replacement of the toilet block when preparing the 2020/2021 budget.**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
13.1.1	Edenhope Bowling Club Correspondence	PS0030
13.1.2	Lake Wallace Toilet Block Map	PS0030
13.1.3	Lake Wallace Toilet Block _ Defects List	PS0030



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### 14.0 CORPORATE AND COMMUNITY SERVICES

#### 14.1 IN PRINCIPLE ADOPTION OF 2018/19 FINANCIAL STATEMENTS AND 2018/19 PERFORMANCE STATEMENT

**FILE NUMBER: FM0021**

**REPORT AUTHOR: ASHLEY ROBERTS, DIRECTOR CORPORATE AND  
COMMUNITY SERVICES**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) produces a set of Annual Financial Statements and a Performance Statement for each financial year which represents the financial performance of Council throughout the year and its financial position as at the end of each year.

These Annual Financial Statements and Performance Statement are audited by the Victorian Auditor General's Office (VAGO) for accuracy and completeness.

This report proposes:

1. A resolution giving 'in principal' approval to Council's 2018/19 Annual Financial Statements, including the Performance Report; and
2. Endorsement of two Councillors to certify Council's 2018/19 Annual Financial Statements and Performance Report.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

Section 131 (2) of the *Local Government Act 1989* ('the Act') requires that Council produce as part of its annual report a set of audited Financial Statements for the financial year.

Section 132(2) of the Act requires that Council give 'in principle' approval to its Financial Statements and Performance Statement prior to submission to auditors.



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Following this, Section 132 (5) of the Act requires that the Financial Statements and Performance Statement be certified by two Councillors in their final form after any agreed changes recommended by audit have been undertaken.

Therefore to complete its legislative requirements for the provision of annual Financial Statements and Performance Statement Council must follow the following steps:

1. Council receives a draft set of Financial Statements and Performance Statement for their perusal;
2. Council passes a resolution in accordance with S.132(2) of the Act giving 'in principle' approval to the Financial Statements and the Performance Statement;
3. Council passes a resolution in accordance with S.132(5) of the Act authorising two Councillors to sign the Financial Statements in their final (post-audit) form, and also in accordance with S.132(5) of the Act authorising two Councillors to sign the Performance Statement in its final form;
4. After review by the Victorian Auditor General's contractor and after any required and recommended changes to the draft statements are undertaken, the statements are then signed by the two nominated Councillors, the Chief Executive Officer and the Principal Accounting Officer;
5. The Victorian Auditor General issues an audit opinion upon the Financial Statements and the Performance Statement;
6. The Financial Statements and Performance Statements are inserted into the Annual Report which is forwarded to the minister by 30 September 2019; and
7. In accordance with S.134 of the Act Council meets after sending the Annual Report to the minister to discuss the Annual Report, including the Financial Statements and the Performance Statement.

It is considered prudent for Council to nominate three councillors as being signatories to the statements with any two of the three nominated Councillors having authority to sign the statements on Council's behalf, in case of absence or unavailability of any one of the nominated Councillors.

### Risk Management Implications

Council may be exposed to multiple forms of risk from not adopting its Annual Financial Statements and Performance Statement.

The first of these is in compliance risk. Failure to follow the process as set out under the *Local Government Act 1989* will result in Council breaching its legislative requirements.



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Secondly Council may be exposed to a level of reputational risk if it fails to comply with legislative requirements and/or fails to report on its financial performance and position.

Council may also be subject to financial and resource risk if it fails to provide Annual Financial Performance Statements and the Performance Statement by failing to identify financial issues and opportunities and an inability to be able to effectively plan resource allocation.

### Legislative Implications

The recommendations arising from this report ensure compliance with the *Local Government Act 1989*.

### Environmental Implications

Not commented on

### Financial and Budgetary Implications

The draft Annual Financial Statements contain information on Council's financial performance and variances to adopted budget for the 2018-19 financial year.

### Policy Implications

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

- Asset Capitalisation Policy
- Asset Disposal Policy
- Asset Management Policy
- Asset Management Strategy
- Borrowings Policy
- Communications Policy
- Community Engagement Policy
- Community Support Fund Policy
- Corporate Credit Card and Purchase Cards Policy
- Council Grants Policy
- Fraud & Corruption Control Policy
- Guarantor Policy
- Investment Policy
- Procurement Policy

### Council Plan Implications

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



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- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.

### Communication Implications

The process of adopting in-principle financial accounts and nominating Councillors to authorise the documents is of an internal processional nature. However, upon post audit formal adoption of Annual Financial Statements and Performance Statement these documents become freely available to the public.

### Conclusion

By adopting the recommendations in this report Council will be fulfilling its obligations under the Local Government Act 1989.

### **OFFICER RECOMMENDATION:**

1. That Council adoption in principle the draft 2018-19 Financial Statements and 2018-19 Performance Statement, in accordance with S.132(2) of the *Local Government Act 1989*, noting that these may be subject to audit adjustment; and
2. That Council nominate Councillor \_\_\_\_\_ and Councillor \_\_\_\_\_ to sign the audited version of the Annual Financial Statements and Performance Statement post clearance by the Victorian Auditor General's Office in accordance with S.132(5) of the *Local Government Act 1989*.

### **Attachments:**

No.	Name	RecFind Ref
14.1.1	Draft Annual Financial Statements 2018/19	FM0021
14.1.2	Draft Performance Statement 2018/19	FM0021





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### **14.2 CHANGE MANAGEMENT POLICY**

**FILE NUMBER: FM0021**

**REPORT AUTHOR: ASHLEY ROBERTS, DIRECTOR CORPORATE AND  
COMMUNITY SERVICES**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) employs a number of Information Communication Technology (ICT) systems across its operations. From time to time changes to these systems are required.

The Change Management Policy provides an over-arching guideline to managing these changes.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

Council employs a number of ICT systems in the undertaking of its daily operations. These systems range from Corporate Software suites, banking software, telephone systems, to servers.

From time to time changes may be required to these systems, both in hardware and software terms. These changes can be required from a number of sources, including regulation or statutory change, supplier initiated change (upgrades, warranty patches, etc), security issues or obsolescence in Council's existing systems.

These changes may occur as a result of many factors, including a change in Council operational requirements, a change in legislative requirements Council is required by law to comply with, a change in vendor circumstances or an ICT security threat becoming apparent for example. The change maybe as minor as installing the most recent upgrade of software a vendor has released, or as major as a complete software installation. A change may also occur from replacing or adding staff or resources to a function.

Obviously systems change create a risk situation to Council. To mitigate this risk it is important for Council to have a policy in place to manage any change activities.



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A draft of the reviewed Change Management Policy (marked up with changes) has been attached for Councillor's perusal and discussion. Only minor changes have been included in the revision:

- A line has been inserted into section 2 indicating that changes to Council resources (including staffing) may initiate a change, and hence require the change management documentation to be completed.
- A line has been inserted into section 2 requiring that where resource changes are involved a Justification for resource changes must be provided
- A line inserted in section 2 requiring that a business case must be provided for major changes.
- An amendment to Appendix A updating the definition of Major Change to include a change to personnel
- An amendment to Appendix A requiring that a business case or justification for personnel change be required to support any major change.

### Risk Management Implications

Council may be at potentially serious risk from change activities. This risk can include:

- Financial risk from Council spending significant amounts of money on failed change implementations;
- Operational risk from Council failing to be able to effectively manage its operations or interrogate its data. This risk may be a reason to implement change also.
- Reputational risk from any failed implantation. Again this risk may be a reason to initiate change if Council faces an inability to comply with regulations or operate effectively with pre-change systems.

The provision of a Change Management Policy forms an important part of Council's internal control process to mitigate risk.

### Legislative Implications

There is no direct legislative impact arising from the Draft Change Management Policy, however systems change may be initiated by legislative change to ensure that Council maintains compliance.

### Environmental Implications

Not commented on.



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### Financial and Budgetary Implications

Almost all change involves some financial cost to Council. Having a Change Management Policy overlooking change activities allows Council to approach change in a structured manner which will include analysing the financial costs and risks to Council.

### Policy Implications

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

Asset Management Policy  
Business Continuity Policy  
Change Management Policy  
Fraud & Corruption Control Policy

### Council Plan Implications

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

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.
- Strategic Objective 3: Quality sustainable community services and infrastructure.

### Communication Implications

As with any Council Policy, the Change Management Policy will be distributed to all staff and relevant contractors. It forms an important part of Council's internal control process and as such it is vital that all staff are aware of its content and application.

### Conclusion

The Change Management Policy forms an important part of Council's internal control structure aimed at mitigating risk. It forms an over-arching guidance structure for the initiation, approval, implementation and review of systems changes within Council.

### **OFFICER RECOMMENDATION:**

**That Council adopt the draft revised Change Management Policy.**

#### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
14.2.1	Draft Revised Change Management Policy	C19/006768



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### 14.3 SUPPORT TO PUBLIC ART POLICY

**FILE NUMBER: AD0186**

**REPORT AUTHOR: ASHLEY ROBERTS, DIRECTOR CORPORATE AND  
COMMUNITY SERVICES**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) from time to time provides support for public art installations within the shire.

The Support for Public Art Policy provides an over-arching guideline to managing these installations.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

From time to time Council receives request from community groups to assist with the provision of and installation of public art projects.

These requests may result in a Council project being undertaken to deliver these art installations, or more frequently, Council providing assistance to the community groups to oversee the installation of the public art.

Such assistance may be as little as providing funds or may be more complex, involving project and/or financial management.

Regardless of the level of support asked for, the Support to Public Art Policy provides that any proposal be brought to Council for deliberation.

Obviously any contribution Council may make creates a risk situation to Council. To mitigate this risk it is important for Council to have a policy in place to guide any support given.

A draft of the reviewed Support to Public Art Policy (marked up with changes) has been attached for Councillor's perusal and discussion. Only minor changes have been included in the revision:



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- Minor grammatical corrections across the document
- Updating the officer title Manager Economic and Tourism Development to the position's current title Manager Economic and Community Development across the document
- A line has been inserted into section 4 Engaging with Council on proposals of Public Art outlining that it is the responsibility of the community group involved to provide accurate and correct information to Council that supports any grant application
- A line inserted in section 6 Resourcing Art in Public Places outlining that despite the level of support provided to a community group by Council, it remains the community group's responsibility to ensure that project delivery and legislative compliance occurs
- A line inserted into section 6 Resourcing Art in Public Places stating that Council accepts no liability for ongoing maintenance of public art installed on behalf of any party other than Council itself
- An amendment to Section 7 Review of the policy to state the policy shall be reviewed every 2 years.

### Risk Management Implications

Council may be at potentially serious risk from public art. This risk can include:

- Injury liability risk – Council needs to ensure that any piece of art it installs does not present an unreasonable risk of injury to members of the public
- Financial risk from Council spending significant amounts of funds on art works that may be needed elsewhere
- Legislative risk – Council must ensure that any permits or legislative requirements are followed when installing public art.
- Reputational risk from inappropriate artworks.

The provision of a Support to Public Art Policy forms an important part of Council's internal control process to mitigate risk.

### Legislative Implications

There is no direct legislative impact arising from the draft Support to Public Art Policy, however there may be occurrences where installation of public art requires that certain permits are obtained, or where installations must comply with particular legislative requirements (i.e OHS Act, etc). Council must be made aware of and be careful to ensure any legislative requirement is complied with.



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### Environmental Implications

Not commented on.

### Financial and Budgetary Implications

It is likely that the majority of public art installations supported by Council will involve a financial contribution by Council. Council needs to be aware of this cost when assessing each case for support.

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:  
Support to Public Art Policy

### Council Plan Implications

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

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.
- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 5: Thriving, safe and diverse local communities.
- Strategic Objective 6: Participating in activities that address health and wellbeing issues.
- Strategic Objective 7: Providing access to and promoting the natural environment.

### Communication Implications

As with any Council Policy, the Support to Public Art Policy will be distributed to all staff and relevant contractors. It forms an important part of Council's internal control process and as such it is vital that all staff are aware of its content and application. It will also be provided to all community groups who approach Council with a proposal for Public Art.

### Conclusion

The Support to Public Art Policy forms an important part of Council's internal control structure aimed at mitigating risk. It forms an over-arching guidance structure for the approval of support given by Council to Public Art projects within the shire.



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### **OFFICER RECOMMENDATION:**

**That Council adopt the draft revised Support to Public Art Policy.**

### **Attachments:**

<b>No.</b>	<b>Name</b>	<b>RecFind Ref</b>
14.3.1	Draft revised Support to Public Art Policy	C19/006807



## ORDINARY COUNCIL MEETING AGENDA – 18 SEPTEMBER 2019 WEST WIMMERA SHIRE COUNCIL

### 14.4 KANIVA WETLANDS & FAUNA PARK NAMING APPROVAL

**FILE NUMBER: PS0248**

**REPORT AUTHOR: TRUDIE HOLLAND RATES & GIS OFFICER**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) has been advised by Office of Geographic Names (OGN) that the recent naming of the Kaniva Wetlands & Fauna Park should have fully complied with the Naming rules for places in Victoria.

Council is required to formally consult the community on the name.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

The Wetlands were constructed more than 30 years ago to aid in the capturing and filtering process of storm water. The Fauna Park was developed some ten years later to add to the interest in the Kaniva area.

Construction of the Kaniva Wetlands Fauna Park is nearly complete and this feature needs to be formally registered and gazetted with the OGN.

All geographic features including parks, reserves and playgrounds should have their names and locations registered with OGN. This then allows these facilities to be recorded in the Victorian Government spatial database and hence appear on mapping services. This will then allow emergency services to easily locate these facilities.

There has been a suggestion from the Project Control Group to name the redeveloped facility 'Kaniva Wetlands and Fauna Park'. This name reflects historical and colloquial naming of the facility as either 'the Wetlands' or 'the Fauna Park'. Signs have been already produced naming the facility the 'Kaniva Wetlands and Fauna Park'. However, the OGN naming rules are quite clear that having something named and signage installed is not an appropriate reason to avoid compliance to the naming rules.





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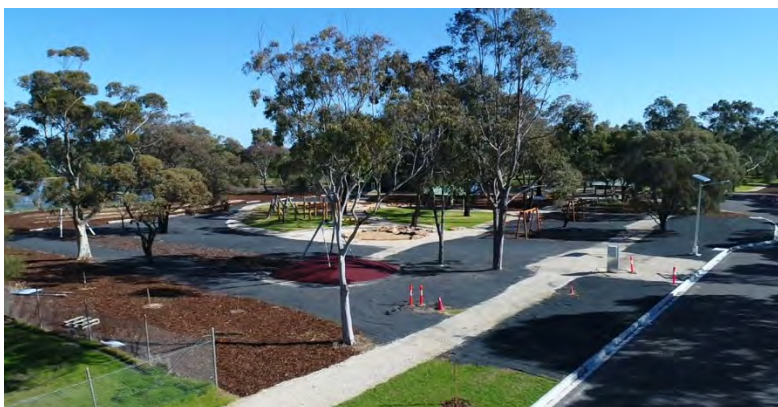
An example of the signage is reproduced below:



It is suggested that Council undertake the required public consultation referring that the name of the facility be officially recorded as 'Kaniva Wetlands and Fauna Park'.

### Risk Management Implications

It is important to ensure that features in Victoria are clearly and unambiguously named, especially for emergency and other service reasons.



### Legislative Implications

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



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- [Subdivision \(Procedures\) Regulations 2011](#) (at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au))

### Environmental Implications

Not commented

### Financial and Budgetary Implications

Advertisement in the Kaniva Times \$198.45

### Policy Implications

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

Road and Street Naming Policy

### Council Plan Implications

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

- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 4: Building on our agricultural and business strengths and supporting economic development.
- Strategic Objective 5: Thriving, safe and diverse local communities.

### Communication Implications

The public consultation has already begun with an advertisement placed in the 21 August 2019 edition of the Kaniva Times and on the West Wimmera Shire Council website asking for written submissions of support or objections to Council to officially name the park Kaniva Wetlands & Fauna Park.

### Conclusion

The Kaniva Wetlands & Fauna Park had its official opening day on Tuesday 3 September 2019.

This report is the formal process that needs to be followed in order to submit the parks name, Kaniva Wetlands & Fauna Park to OGN for Gazettal and to have it registered with emergency services.



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### **OFFICER RECOMMENDATION:**

1. That Council endorse naming the Park in Kaniva – Kaniva Wetlands & Fauna Park.
2. That Council consult with the community regarding the naming of the Park.
3. That subject to community consultation, Council submit the Kaniva Wetlands & Fauna Park naming proposal to the Office of Geographic Names for approval and Gazettal.

**Attachments: Nil**



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### 14.5 GOROKE LITTLE DESERT NATURE PLAYSPACE NAMING APPROVAL

**FILE NUMBER: PS0248**

**REPORT AUTHOR: TRUDIE HOLLAND RATES & GIS OFFICER**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) has been advised by Office of Geographic Names (OGN) that the naming of the Goroke Little Desert Playspace should have fully complied with the naming rules for places in Victoria.

Council is required to formally consult the community on the name.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

The Goroke Little Desert Nature Playspace project received grant funding from Sport & Recreation Victoria and the Commonwealth Drought Communities Program.

This park has already had its official open day in 2018 and the sign “Goroke Little Desert Nature Playspace” has been placed on the fence.





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All geographic features including parks, reserves and playgrounds should have their names and locations registered with OGN. This then allows these facilities to be recorded in the Victorian government spatial database and hence appear on mapping services. This will then allow emergency services to easily locate these facilities.

### Risk Management Implications

It is important to ensure that features in Victoria are clearly and unambiguously named, especially for emergency and other service reasons.

### Legislative Implications

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

### Environmental Implications

Not commented on

### Financial and Budgetary Implications

Advertisement in the Advocate \$116.25

### Policy Implications

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

Road and Street Naming Policy

### Council Plan Implications

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

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



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- Strategic Objective 4: Building on our agricultural and business strengths and supporting economic development.
- Strategic Objective 5: Thriving, safe and diverse local communities.

### Communication Implications

The public consultation has already begun with an advertisement placed in the 21 August 2019 edition of the Advocate and on the West Wimmera Shire Council website asking for written submissions of support or objections to Council to officially name the park Goroke Little Deserts Nature Playspace.

### Conclusion

Goroke Little Desert Nature Playspace had its official opening day on 12 December 2018.

This report is the formal process that needs to be followed in order to submit the park's name, Goroke Little Desert Nature Playspace, to OGN for Gazettal and to have it registered with emergency services.

### **OFFICER RECOMMENDATION:**

**That Council endorse naming the park in Goroke – Goroke Little Desert Nature Playspace and submit the naming proposal to the Office of Geographic Names (OGN) for approval and Gazettal.**

**Attachments: Nil**



## ORDINARY COUNCIL MEETING AGENDA – 18 SEPTEMBER 2019 WEST WIMMERA SHIRE COUNCIL

### 15.0 LATE ITEMS OF BUSINESS

Pursuant to Local Law No.7 (2017), Meeting Procedure and Common Seal Local Law 2017, West Wimmera Shire Council:

#### 28. *Urgent Business*

*Business must not be admitted as urgent business unless it:*

- i. *Relates to or arises out of a matter which has arisen since distribution of the agenda; and*
- ii. *Cannot safely or conveniently be deferred until the next Ordinary Meeting.*

### 16.0 SEALING SCHEDULE

#### 16.1 LEASE TO TELSTRA CORPORATION LIMITED – KANIVA RECREATION RESERVE

#### **OFFICER RECOMMENDATION:**

That Council sign and seal the Deed of Renewal and Variation of Lease between West Wimmera Shire Council and Telstra Corporation Limited, in relation to the subject land at the Kaniva Recreation Reserve, Budjik Street, Kaniva.

### 17.0 CONFIDENTIAL (PURSUANT TO SECTION 89 LGA 89)

#### **RECOMMENDATION**

That Council pursuant to section 89(2) (d) Contractual Matters of the Local Government Act 1989 close the meeting to members of the public at ..... pm to resolve on matters pertaining to the following items:

#### 17.1 MANAGEMENT & OPERATION OF KANIVA SWIMMING POOL CM0507



## ORDINARY COUNCIL MEETING AGENDA – 18 SEPTEMBER 2019 WEST WIMMERA SHIRE COUNCIL

### **RECOMMENDATION**

**That the resolutions pertaining to Confidential / In-Camera items be adopted and made public (except where the resolution restricts publication) and that the reports for those items remain In-camera and that Council open the meeting to the public at ..... pm.**

**MEETING CONCLUDED:**

**NEXT MEETING:**

**MONDAY 14 OCTOBER 2019  
EDENHOPE COUNCIL CHAMBER**