



MINUTES

Ordinary Meeting of Council

9:30am Wednesday 24 March 2021

VENUE:

Council Chambers
Yarriambiack Shire Council
34 Lyle Street, Warracknabeal Vic 3393

Next Meeting

Wednesday 28 April 2021

Copies of the Yarriambiack Shire Council's Agendas and Minutes
can be obtained online at www.yarriambiack.vic.gov.au

MINUTES	Ordinary Meeting of Council
Issue Date: 24 March 2021	

OUR VISION:

In consultation with our community, Yarriambiack Shire Council aims to provide a viable, sustainable, and vibrant future.

OUR VALUES:

Customer Service

- treat our customers with courtesy and respect.
- lead and develop leadership within our community.
- constantly strive to improve our services.
- forge closer relationships with customers.
- investigate matters thoroughly and objectively and keep our customers informed, in plain language, about the process and outcome.
- treat people fairly, with respect and have proper regard for their rights.
- make decisions lawfully, fairly, impartially and in the public interest.
- we are honest, trustworthy, reliable, transparent, and accountable in our dealings.
- we are careful, conscientious, and diligent.
- use public resources economically and efficiently.
- actively pursue positive outcomes for the community

CONTINUOUS IMPROVEMENT:

Continuous Improvement We drive continuous and sustainable improvement in service provision, operational efficiency, and stakeholder relations to create a leading organisation.

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Recording

Consistent with section 2.44.3 of our Governance Rules, consent given by the Chair to the recording of any Council Meeting must be obtained prior to the commencement of the Council Meeting.

Live Streaming

Council meetings will now be live streamed to allow those interested in viewing proceedings greater access to Council decisions and debate without attending the meeting in person.

1 WELCOME

2 ACKNOWLEDGEMENT AND PRAYER

Cr G Massey opened the meeting at 9:30am by acknowledging the Indigenous Community and offering the opening prayer.

Acknowledging Traditional Owners

'I would like to acknowledge that this meeting is being held on the traditional lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagulk people, and I pay respects to their Elders, both past, present and emerging'.

Prayer

Almighty God, without whom no Council can stand, nor anything prosper we ask that you be present and guide us in our deliberations today. We pray that we will be fair in our judgements and wise in our actions and that decisions will be made with goodwill and a clear conscience for the betterment and welfare of the people of Yarriambiack Shire.

Amen

3 PRESENT

CHAIRPERSON:

Cr Graeme Massey Warracknabeal Ward

COUNCILLORS:

Councillor Karly Kirk Warracknabeal Ward

Councillor Tom Hamilton Dunmunkle Ward

Councillor Corinne Heintze Dunmunkle Ward

Councillor Andrew McLean Hopetoun Ward

Councillor Chris Lehmann Hopetoun Ward

OFFICERS:

Tammy Smith Director Business, Strategy & Performance

Gavin Blinman Director Community Development & Wellbeing

Michael Evans Director Asset & Operations

4 APOLOGIES OR REQUEST FOR LEAVE OF ABSENCE

Councillor Kylie Zanker Warracknabeal Ward

Jessie Holmes Chief Executive Officer

5 CONFIRMATION OF MINUTES

5.1 Minutes of the Ordinary Council Meeting of 24 February 2021

Minutes of the ordinary Council Meeting held on Wednesday 24 February 2021 be taken as an accurate record and confirmed.

Recommendation:

That the minutes of the Ordinary Meeting of Council held on Wednesday 24 February 2021, as circulated be taken as read and confirmed.

Resolution

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

Carried

Attachment: Minutes of 24 February 2021

5.2 Minutes of the Closed Council Meeting of 24 February 2021

Minutes of the Closed Council Meeting held on Wednesday 24 February 2021 be taken as an accurate record and confirmed

Recommendation:

That the minutes of the Closed Council Meeting of Council held on Wednesday 24 February 2021, as circulated, be taken as read and confirmed.

Resolution

Moved Cr K Kirk Seconded Cr T Hamilton

That the recommendation be adopted

Carried

Attachment: Minutes of closed session of 24 February 2021

6 DECLARATION OF CONFLICT OF INTEREST

Pursuant to Division 2 – Conflict of Interest, of the *Local Government Act 2020* general and material conflict of interest must be declared prior to debate on specific items within the agenda; or in writing to the Chief Executive Officer before the meeting.

A Councillor who has declared a conflict of interest in respect of a matter must;

- a) Disclose the conflict of interest in the manner required by the Yarriambiack Shire Council Governance Rules
- b) Exclude themselves from the decision-making process in relation to that matter, including any discussion or votes on the matter at any Council meeting or delegated committee, and any action in relation to the matter

General conflict of interest is if a relevant person has an interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty

- a) *Private interests* mean any direct or indirect interest of a relevant person that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief.
- b) *Public duty* means the responsibilities and obligations that a relevant person has to members of the public in their role as a relevant person.

Material conflict of interest is if a relevant person has an interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter

- a) The benefit or loss incurred may be directly or indirectly
- OR
- b) In a pecuniary or non-pecuniary form.

Councillors are also encouraged to declare circumstances where there may be a perceived conflict of interest.

Cr K Kirk declared a conflict of interest in item 18.1 – Closed Session - Warracknabeal Kindergarten Extension Tender. Cr K Kirk provided a completed Conflict of Interest Declaration Form. Cr K Kirk left Chambers and was absent while Item 18.1 was being discussed and considered.

7 BUSINESS ARISING

7.1 Business arising from previous Minutes

Cr C Lehmann

- Is Inroads going to take responsibility for that seal on the Hopetoun Yaapeet Road?

Mick response – Yes, and Council is working with Inroads to monitor the ongoing condition.

7.2 Ongoing and Pending Action List

Council meeting	Recommendation Action	Action Taken
26 August 2020	Consult with the community for 30 days, requesting submissions for the naming of the currently unnamed road north of Maxwells Road, Lascelles	No submissions were received.
27 January 2021	Consult with the community for 30 days, commencing from Thursday 27 January 2021 regarding the proposed sale of surplus land and buildings being 51 Gardiner Street, Warracknabeal.	One submission from the current tenant was received.

8 PETITIONS

Nil

9 CORRESPONDENCE

Nil

10 SPECIAL COMMITTEES

Nil

11 ACTIVITY REPORTS

11.1 Mayor's Report

Prepared by Graeme Massey

24 February	Attended Community Engagement at Warracknabeal
26 February	Attended Courthouse Update via ZOOM
1 March	Attended Community Engagement at Warracknabeal Chaired Annual General Meeting for Warracknabeal and District Band Meeting
2 March	Attended Community Engagement at Lubeck
3 March	Met with students at Murtoa P-12 regarding Skatepark Met with Richard Wynne regarding housing proposal Attended Community Engagement at Hopeton
9 March	Attended Meeting with Tania Maxwell, MP via ZOOM
10 March	Attended Council Forum with Ben Sawyer, rates evaluator Attended opening of Minyip fuel depot Attended Community Engagement at Minyip
12 March	Met with landscape architects at Warracknabeal Caravan Park
15 March	Attended Community Engagement at Warracknabeal Met with Judy O'Connell, Small Business Commissioner Chaired Warracknabeal RSL Annual General Meeting
16 March	Met with Michael Bailey, Regional Director Department of Transport, Grampians Region
17 March	Attended Community Engagement at Rupanyup Attended Community Engagement at Murtoa
18 March	Attended Council Forum
19 March	Attended Welcome to Warracknabeal BBQ
22 March	Attended Community Engagement at Woomelang
23 March	Opened Community Piano at Warracknabeal Attended Rural Northwest Health 2025 Strategic Plan Launch

11.2 Councillor's Reports

Cr A McLean

26 February	Attended Grampians Central West Local Government Waste Forum at Ararat
1 March	Attended Community Engagement at Hopetoun
3 March	Attended Community Engagement at Beulah Attended Community Engagement at Hopetoun
9 March	Attended Community Engagement at Speed
10 March	Attended Council Forum
18 March	Attended Council Forum
22 March	Attended Community Engagement at Hopetoun Attended Community Engagement at Woomelang

Cr T Hamilton

1 March	Attended Progress Meeting at Rupanyup
2 March	Attended Community Consultation at Lubeck
10 March	Attended Council Forum Attended Minyip Community Fuel Opening
15 March	Attended Community Consultation in Murtoa
16 March	Attended progress Meeting at Rupanyup
17 March	Attended Community Consultation at Rupanyup
18 March	Attended Council Forum via ZOOM

Cr K Zanker

Absent

Cr C Lehmann

1 March	Attended Community Engagement at Hopetoun
3 March	Attended Community Engagement at Beulah
9 March	Attended Community Engagement at Tempy
9 March	Attended Community Engagement at Speed
10 March	Attended Council Forum
18 March	Attended Council Forum

Cr C Heintze

26 February	Attended Grampians Central West Waste and Resource Recovery Committee (GCWWRRC) Forum
2 March	Attended Yarrilinks Meeting
3 March	Met with students at Murtoa P-12 regarding Skatepark
4 March	Attended GCWWRRC EO quarterly review via ZOOM
10 March	Attended Council Forum Attended Community Engagement at Minyip
12 March	Met with Minyip Progress Executive and Consultants to work on Minyip Caravan Park Master Plan
15 March	Attended Community Engagement at Minyip
16 March	Attended Progress Association Meeting at Murtoa via ZOOM
17 March	Attended Community Engagement at Murtoa Attended Community Engagement at Rupanyup
18 March	Attended Council Forum

Cr K Kirk

23, 24, 25 Feb	Attended LGpro Virtual Conference
24 Feb	Attended Council Meeting Attended Community Engagement at Warracknabeal
26 Feb	Attended MAV Virtual Councillor Induction
2 March	Attended Community Engagement at Lubeck
3 March	Met with students at Murtoa P-12 regarding Skatepark
5 March	Attended VLGA Councillor Fast Track Leadership Conference
9 March	Attended Budget Development Training with Tammy and Anita Attended Wimmera Development Association (WDA) Executive Meeting Attended WDA Board Meeting
10 March	Attended Council Forum Attended Community Engagement at Minyip
17 March	Attended Community Engagement at Rupanyup
18 March	Attended Council Forum
19 March	Attended Welcome to Warracknabeal BBQ
23 March	Attended Street Piano Opening in Warracknabeal
24 March	Attended Council Meeting

12 Chief Executive Officer Report

Prepared by Jessie Holmes

25 February	Attended online LGV Local Government Rating System Session Attended online DELWP Regional Planning Hubs session
26 February	Attended online Warracknabeal Courthouse meeting
1 March	Attended Wimmera Southern Mallee Regional Partnership meeting
2 March	Met with Woodbine over community project proposals Attended online WDA Job Advocate meeting
3 March	Attended online meeting with Minister Wynne with Mayor and Councillors
4 March	Attended online meeting with Linga network regarding EV Stations
9 March	Attended MAV State CEO meeting – Covid Update Attended meeting with Tania Maxwell MP with Mayor
10 March	Attended Council forum with Ben Sawyer, Rates Evaluator (via ZOOM) Attended Community Engagement in Minyip
11 March	Attended online Wimmera CEO meeting
15 March	Attended meeting with Small Business Commissioner, Judy O’Connell with Mayor
16 March	Attended meeting with Department of Transport Grampians ED with Mayor
17 March	Attended online meeting with RDV CEO Beth Jones to discuss project delivery Attended Community Engagement in Rupanyup
18 March	Attended Council Forum
19 March	Attended online meeting with WDA Housing Taskforce

13 REPORTS FOR DECISION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

13.1 LGV Community Infrastructure Loan Application – Prepared by Jessie Holmes

SUMMARY

Yarriambiack Shire Council has made an unsolicited bid to the Victorian Government Big Build initiative to build fourteen affordable homes across five communities. As part of the bid, Council has proposed to provide land, cash and additional funds via a low interest loan vehicle. The Local Government Victoria Community Infrastructure Loan Scheme allows an opportunity for such a loan vehicle

RECOMMENDATION

That Council endorse an application to the Local Government Victoria Community Infrastructure Loan Scheme for \$500,000 for the purpose of additional affordable housing in Woomelang and Murtoa.

Resolution

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

Carried

ATTACHMENTS

[Attachment: Yarriambiack Affordable Housing Proposal](#)

DISCUSSION

Throughout community consultations it has become increasingly clear to Council that housing availability and affordability is one of the most significant economic development constraints on Yarriambiack growth.

The need for affordable housing for our ageing population to transition in to has featured heavily in Community Action Plans across the Shire and the existing two community asset housing committees have both demonstrated strong demand for additional housing stock.

In October 2020, Council engaged Street Ryan Consulting to undertake a business case for the Woomelang Community Housing Committee in relation to building additional units. The Business case demonstrated a strong case for building additional units.

Over the 20/21 summer, Wimmera Development Association undertook a Regional Housing Strategy which further informed the need for a range of housing solutions to address the economic development challenges in small rural council areas.

Following the announcement by the State Government of \$5.3 billion dollars towards the Big Build for social and affordable housing, Yarriambiack Shire made an unsolicited bid to attract \$2.8 million dollars of investment towards 14 affordable dwellings. Council has met with Minister Wynne and Minister Leane about the proposal and has received a positive audience. An outcome on that unsolicited bid is not expected until later in the calendar year.

In order to make the unsolicited bid as attractive as possible Council has acquired the land to enable the development, has a \$500,000 cash component to put towards the project and proposed an additional \$500,000 could be provided via a low interest loan vehicle from the Treasury.

Local Government Victoria recently released the Community Infrastructure Loan Scheme which allows for Local governments to draw down loans between \$500,000 and \$10 million dollars at a heavily subsidised interest rate to deliver community infrastructure.

Following discussions with LGV, they have agreed to an application being made by Yarriambiack Shire Council for the purpose of community housing.

Council would have 18 months from signing a funding agreement to decide upon drawing down the loan.

The interest rate would be set at 0.41% and would see the following changes made to Councils financial reporting obligations:

Loans and borrowings compared to rates 0.53% to 4.47%

Loan and borrowing repayments compared to rates 0.60% to 1.47%

With annual repayments of \$52,500 required.

The application has specifically targeted Woomelang and Murtoa as they have existing funds to contribute towards the project and could stand alone if the Big Build funding bid was unsuccessful.

COUNCIL PLANS AND POLICIES

Council Plan 2017-2021

Strategic Objective 2 – A Place to live and grow.

The proposal ensures that Council's services and facilities are accessible and meet current and future needs of senior residents.

Strategic Objective 4 – A Planned Future

The proposal promotes Yarriambiack as a regional living destination and provides lifestyle opportunities.

RELATED COUNCIL DECISIONS

Council endorsed the two Housing Community Asset Committees at the 2020 September Ordinary Council Meeting.

OPTIONS

- 1) Council does not apply for the LGV Community Infrastructure Loan Scheme
- 2) Council consider an application for greater than \$500,000

SUSTAINABILITY IMPLICATIONS

Council must give effect to the overarching governance principles in section 9 of the Local Government Act 2020, when considering sustainability implications.

Financial: Yarriambiack Shire Council is heavily reliant on operational and capital grants as a source of revenue funding. This poses a significant financial risk to Council. The reduction in the rate cap decreases Councils' ability to raise source revenue.

Drawing down a loan of \$500,000 would be an obligation on Councils financial indicators for a decade and this would be reflected in sustainability indicators. Whilst the ratios would be within the tolerance level, they would be higher than they are currently. The assets would produce an income to offset some of the loan obligations.

COMMUNITY ENGAGEMENT

There has been significant community consultation undertaken across the Council including the development of Community Action Plans and more recently to consider the new Council Plan.

Throughout the consultation it has been identified that housing is a significant issue to economic development and population growth as well as retention of older people.

Additional community consultation was undertaken through the recent development of the WDA Housing Study report released in February 2021 that identified a need for additional housing in rural areas.

RISK

Utilising the Risk Management Framework 2019, the following assessment has been made:

<i>Risk Rating</i>	<i>Consequence</i>	<i>Risk Description</i>	<i>Action</i>
High	Major	Council's limited ability to raise funds / source revenue.	Lobby State and Federal Government for new and recurrent Grant options.
Medium	Major	Project management and delivery	The overarching Affordable housing initiative will need to be delivered in a stimulus saturated building market so off site construction will need to be considered.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Housing has been identified at a Regional level through the recent Wimmera Development Association Housing Study and the Wimmera Southern Mallee Regional Planning Policy Framework.

CONFLICTS OF INTEREST

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in the subject matter of this report.

14 REPORTS FOR DECISION – DIRECTORATE BUSINESS STRATEGY AND PERFORMANCE

Organisational Performance Responsibilities	Corporate Services Responsibilities
<ul style="list-style-type: none"> • Human Resources • Customer Service • Executive Assistant to CEO • Records (Information Management) • Information Communication Technology • Governance • Risk • Audit and Planning • Occupational Health and Safety • Corporate System Administration (Happy HR, AvePoint, RelianSys, Learning Management System) <p>Manager Organisational Performance delegated roles:</p> <ul style="list-style-type: none"> • Return to Work Coordinator • Freedom of Information Officer • Privacy Officer • Welfare Officer 	<ul style="list-style-type: none"> • Payroll • Accounts Payable • Procurement and Contracts • Debtors • Insurance • Rates • Corporate Planning (Performance Reporting) • Media and Communications • Corporate System Administration (Property, Rating, Animal Management, Infringement, Financial, Happy HR Payroll, Website) <p>Manager Corporate Services delegated role:</p> <ul style="list-style-type: none"> • Principal Accounting Officer

14.1 Finance Report February 2021

Prepared by Anita McFarlane, Manager Corporate Services (Principal Accounting Officer)

RECOMMENDATION:

That the Finance Report as of February 2021 be received.

Resolution

Moved Cr K Kirk Seconded Cr C Heintze

That the recommendation be adopted

Carried

[Attachment: Finance Report February 2021](#)

14.2 Revenue Report March 2021

Prepared by Chantelle Pitt, Revenue Coordinator

RECOMMENDATION

That the Revenue Report as of March 2021 be received.

Resolution

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

Carried

[Attachment: Revenue Report March](#)

14.3 Local Government Performance Reporting – prepared by Tammy Smith, Director Business Strategy and Performance

SUMMARY

In accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020, Council is required to have an integrated approach to strategic planning with the requirement that monitoring and performance reporting is to be adopted.

Section 131 of the *Local Government Act 1989* and Schedule 1 – Annual Report Governance and Management Checklist in Report of Operations contained within the *Local Government Act 2020* requires Performance Reports to be prepared six monthly to monitor Council's financial and non-financial performance.

RECOMMENDATION

That Council:

Adopt the Local Government half yearly Performance Report, consisting of the Statement of Operations and Statement of Performance as presented to Council.

Resolution

Moved Cr K Kirk Seconded Cr T Hamilton

That the recommendation be adopted

Carried

ATTACHMENTS

[Attachment: Local Government Performance Report – Half Yearly Report](#)

DISCUSSION

In November 2019 Yarriambiack Shire Council adopted the Performance Reporting Framework. The Framework contains the structure for reporting financial and non-financial performance indicators on a periodic basis to Council.

At the Council meeting held on the 27 January 2021 management provided the Finance Report, Permits issued by Council, and the non-financial Performance Reporting indicators for review and adoption. The financial indicators and performance reporting half yearly report was delayed until the March meeting.

The half yearly report as attached provides the results and commentary as of 31 December for the Report of Operations and Performance Statement. The report is a guide to assessing Council's strategic risks and monitoring organisational performance.

COUNCIL PLANS AND POLICIES

Council Plan 2017-2021

Strategic Objective 1 – Good Governance.

The Performance Reporting Framework has been developed based on best practice guidance and to manage Council's strategic and operational risks.

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RELATED COUNCIL DECISIONS

Non-Financial Performance Reporting Report presented at the 27 January 2021 Council Meeting.

OPTIONS

Not Applicable.

SUSTAINABILITY IMPLICATIONS

Council must give effect to the overarching governance principles in section 9 of the Local Government Act 2020, when considering sustainability implications.

Financial: Yarriambiack Shire Council is heavily reliant on operational and capital grants as a source of revenue funding. This poses a significant financial risk to Council. The reduction in the rate cap decreases Councils' ability to raise source revenue.

COMMUNITY ENGAGEMENT

Engagement has not been undertaken to develop the Performance Reporting Framework.

In accordance with section 9 of the Local Government Act 2020, Council must in the performance of its role give effect to the overarching governance principles.

The financial and non-financial performance indicators are utilised as a tool for decision making to achieve good governance.

Council has a draft Community Engagement Policy that will outline the specific engagement activities that will occur in the near future when reviewing policies, procedures and plans.

RISK

Utilising the Risk Management Framework 2019, the following assessment has been made:

<i>Risk Rating</i>	<i>Consequence</i>	<i>Risk Description</i>	<i>Action</i>
High	Major	Council's limited ability to raise funds / source revenue.	Review service level plans to decrease expenditure. Implement ICT systems to create business efficiencies. Lobby State and Federal Government for new and recurrent Grant options.
Medium	Major	Lack of Robust systems and processes to prevent Fraud	The Performance Reporting Framework implements processes and systems to monitor and assist with the prevention of fraudulent activities.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable

CONFLICTS OF INTEREST

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in the subject matter of this report.

14.4 Increase of Bank Overdraft Facility - Prepared by Anita McFarlane, Manager Corporate Services

SUMMARY

Council is to consider endorsing Management's actions in establishing an increased Bank Overdraft Facility of \$3.5 million.

RECOMMENDATION

That Council:

Increase the Bank Overdraft Facility to a limit of \$3.5 million with the National Australia Bank and that this Overdraft Facility be reviewed annually.

Resolution

Moved Cr K Kirk Seconded Cr C Heintze

That the recommendation be adopted

Carried

ATTACHMENTS

Nil

DISCUSSION

Council currently has an existing overdraft facility with the National Australia Bank (NAB) of \$2.5 million. In November, each year, this overdraft limit steps up to \$3.5 million to assist with cashflow. More than 75% of rates are not paid in full until February. Cash flow, in previous years, becomes tight from November through to February.

After discussion with our Business Bank Manager at the National Australia Bank (NAB) several years ago, it was agreed that during the November to April period, a seasonal increase in the overdraft be put in place.

Council has not used this facility in recent years due to funding being received for various reasons like Natural Disaster, droughts etc. There has been no additional cost to Council in putting this seasonal facility in place.

After recent discussions with our NAB Business Bank Manager, it was proposed that the overdraft limit be left at \$3.5 million. This allows Council to access the facility when required without having the Bank process the seasonal facility in November and remove it in April.

Given the uncertainty around cashflow, on both a global and local level, the Officer's Recommendation is to leave the overdraft facility at \$3.5 million.

It should be noted that the purpose of the proposed overdraft facility is to assist with the management of Council's cash flow and any drawings made on the overdraft facility would be of a temporary nature only and repaid within the financial year.

RELEVANT LAW

Local Government Act 2020

Division 4—Financial management

Section 101: Financial Management Principles. Financial risks must be monitored and managed prudently having regard to economic circumstances.

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Section 104: Borrowings

A Council cannot borrow money unless the proposed borrowings were included in the budget or a revised budget.

COUNCIL PLANS AND POLICIES

Council Plan 2018-2021

Strategic Objective 1.1: Good Governance through Leadership. A well-managed and service focused organisation.

Strategic Objective 1.2: Organisational Risk. Plan for and manage Council's strategic and operational risks. Establish sound governance processes throughout the organisation to ensure consistent and accountable decision making.

Strategic Objective 1.4: Sustainable, Long Term Financial Management. Develop and maintain a financial planning, management and reporting system, that protects the long-term interests of the municipality. Implement financial and risk management processes.

RELATED COUNCIL DECISIONS

Ordinary Meeting of Council held Wednesday 24 June 2020:

12.6 Affixing Council Seal to National Australia Bank Document.

OPTIONS

Council may resolve:

1. the Officer's Recommendation;
2. Continue with the seasonal overdraft; or
3. Not endorse the increase to the overdraft facility.

SUSTAINABILITY IMPLICATIONS

Financial Implications

Establishing An increased overdraft facility will ensure that any cash flow issues will be able to be addressed in an efficient manner. There are no additional fees for increasing the overdraft facility.

COMMUNITY ENGAGEMENT

Discussion with the National Australia Bank Business Manager who recommended that Council leave the facility at \$3.5 million, opposed to increasing and decreasing throughout the year.

RISK

Utilising the Risk Management Framework 2019, the following assessment has been made:

Risk Rating	Consequence	Risk Description	Action
Medium	Major	Lack of Robust systems and processes to prevent Fraud	Ensuring that Council approve the increase in the overdraft facility to eliminate the risk of cash flow shortage at critical times during the year.

Likely	Major	Reputation damage if Council is unable to pay staff or suppliers	Increasing the overdraft facility reduces the risk of a cash flow shortage and ensures that Council can meet their payment obligations.
Likely	Major	Council's limited ability to raise funds / source revenue	Management review on strategic plan Councillor review on plan More community consultation Develop and adopt a long-term financial plan, community plans & Asset plans

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not Applicable

CONFLICTS OF INTEREST

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in the subject matter of this report.

15 REPORTS FOR DECISION – DIRECTORATE ASSETS AND OPERATIONS

Operations Responsibilities	Assets Responsibilities	Development Services Responsibilities
<ul style="list-style-type: none"> • Town Maintenance • Capital Works & Maintenance Programs- Roads, footpaths, kerb & Channel, Bridges & Culverts • Parks & Gardens Gravel Pits • Plant & Equipment 	<ul style="list-style-type: none"> • Aerodromes • Technical • Services Asset • Engineer Asset • Inspectors • Waste Services • GIS • Caravan Parks 	<ul style="list-style-type: none"> • Planning • Building • Projects • Sustainability

15.1 Capital Works Program 2020/2021 (March)

Prepared by Joel Turner, Manager Operations

RECOMMENDATION:

That the Capital Works Report as of March 2021 be received.

Resolution

Moved Cr C Lehmann Seconded Cr A McLean

That the recommendation be adopted

Carried

[Attachment: Capital Works Program 2020/2021 March](#)

15.2 Permits issued by Assets and Operations Department

RECOMMENDATION:

That Council note the permits issued by Council between 1 February 2021 and 28 February 2021.

Resolution

Moved Cr K Kirk Seconded Cr C Heintze

That the recommendation be adopted

Carried

Reference No	Description	Address	Date of Issue
Building Permits			
BP06-21		Warracknabeal	11/02/2021
Planning Permits			
TP62-20		Rupanyup	18/2/2021
TP06-21		Warracknabeal	04/02/2021
TP07-21		Warracknabeal	26/02/2021
TP05-21		Yaapeet	26/02/2021
TP02-21		Warracknabeal	24/02/2021
TP03-21		Brim	18/02/2021
Road Reserve Works & Asset Protection Permits			
2021-01		Sheep Hills	12/02/2021
2021-02		Minyip	24/02/2021

16 REPORTS FOR DECISION – DIRECTORATE COMMUNITY DEVELOPMENT AND WELLBEING

Community Health Responsibilities	Community and Economic Development Responsibilities
<ul style="list-style-type: none"> Local Laws (including infringement and animal management) Sale Yards Environmental Health Sports and Recreation Positive Ageing (Commonwealth Home Support Program, Brokered & Packaged care) Leisure Centre Kindergartens Playgroup Maternal Child Health (including enhanced services) Immunisation Program 	<ul style="list-style-type: none"> Libraries Economic Development Community Development Tourism Housing Youth Stakeholder Engagement

16.1 Permits issued by Community Development and Wellbeing Department – February 2020

RECOMMENDATION

That Council note the permits issued by Council between 1 February 2021 and 28 February 2021.

Resolution

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

Carried

Reference No		Description	Date of Issue
Local Laws Permits			
02-21		Keep more than the allowed number of animals	04/02/2021
03-21		Keep a maximum of 12 unregistered cars	4/02/2021
04-21		Keep more than the allowed number of animals	23/02/2021
05-21		Keep more than the allowed number of animals	24/02/2021
Firewood collection Permits			
	Local Roads	Roadside Firewood Collection	02/03/2021
	Local Roads	Roadside Firewood Collection	10/03/2021
	Local Roads	Roadside Firewood Collection	11/03/2021

16.2 Draft Community Engagement Policy – Prepared by Gavin Blinman, Director community Development & Wellbeing

SUMMARY

With the introduction of the Local Government Act 2020, Community Engagement is required before Council develops its Council Plan, Long Term Financial Plan and Asset Management plan. As part of this Council is required to develop a Community Engagement Policy.

Relevant sections are Section 55 and 56.

RECOMMENDATION

That Council:

Adopt the Yarriambiack Shire Council Community Engagement policy 2021 and use it to assist with all future community engagement prior to development of plans and policies.

Resolution

Moved Cr C Heintze Seconded Cr K Kirk

That the recommendation be adopted

Carried

ATTACHMENTS

[Attachment: Community Engagement Policy](#)

DISCUSSION

The *Local Government Act 2020* is specific in its requirement for all Councils to adopt and use a Community Engagement Policy.

The Act says that a Council must adopt and maintain a Community Engagement Policy.

The policy must, amongst other things, be developed in consultation with the community and give effect to the community engagement principles listed in the Act.

Section 56 of the Act lists the principles:

- A community engagement process must have a clearly defined objective and scope;
- participants in community engagement must have access to objective, relevant and timely information to inform their participation;
- participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement;
- participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement;
- participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.

RELEVANT LAW

Local Government Act 2020

COUNCIL PLANS AND POLICIES

Governance Rules 2020,

MINUTES	Ordinary Meeting of Council
Issue Date: 24 March 2021	

Public Transparency policy 2020

RELATED COUNCIL DECISIONS

Nil

OPTIONS

The Community Engagement Policy will encourage the community to be aware of and be involved in Council decisions and plans and to provide input to Council so that decisions can be based on community need.

SUSTAINABILITY IMPLICATIONS

Discuss whether the subject matter of the report raises any sustainability implications.

- Economic - nil
- Social – Encourages good dialogue with Council and the community into the future.
- Environmental - nil
- Climate change - nil
- Financial - nil

COMMUNITY ENGAGEMENT

The plan sets out clearly how and when Council will meet and do community engagement and how it will feedback on outcomes.

RISK

Utilising the Risk Management Framework 2019, the following assessment has been made:

<i>Risk Rating</i>	<i>Consequence</i>	<i>Risk Description</i>	<i>Action</i>
low	low	No consultation on key Council plans and policies	Improved consultation and communication between Council and community

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Local Government Act 2020

CONFLICTS OF INTEREST

All officers involved in the preparation of this report have declared that they do not have a conflict of interest in the subject matter of this report.

17 OTHER BUSINESS

17.1 Questions from Councillors

Moved Cr T Hamilton Seconded Cr C Lehmann that Council move into Closed Session at 10:30am

Carried

Moved Cr T Hamilton Seconded Cr K Kirk that Council move back into Open Session at 10.55am

Carried

Moved Cr T Hamilton Seconded Cr C Heintze that Council bring the recommendation from Closed Session into the Open Session

Carried

18 CLOSED SESSION – Reports for Decision

18.1 Warracknabeal Kindergarten Extension Tender

Warracknabeal Kindergarten Extension Tender recommendation was not ready and would be held over until the next scheduled meeting.

18.2 Audit and Risk Committee Independent Members

RECOMMENDATION

That Council:

- a) Appoint James Gregson for a three-year term, acknowledging that in 2024 James will have reached his maximum term on the Committee in accordance with the Audit and Risk Committee Charter.
- b) Appoint Diane Connolly for a two-year term.
- c) Appoint Martin Moynihan and Simon Coutts for a one-year term.

That Council endorse the payment terms of the Audit and Risk Committee as follows:

- a) Two hundred dollars per meeting for each individual independent member (excluding the Chairperson).
- b) Two hundred and fifty dollars per meeting for the Chairperson.
- c) Travel to attend meetings be paid per kilometre based on the Yarriambiack Shire Council Enterprise Agreement nominated rate.

Resolution

Moved Cr K Kirk Seconded Cr T Hamilton

That the recommendation be adopted

Carried

19 Next Meeting

CLOSE

_____ **Mayor**