

**AGENDA OF ORDINARY MEETING OF YARRIAMBIACK SHIRE COUNCIL TO BE HELD ON WEDNESDAY 27 JUNE 2018 AT THE MUNICIPAL OFFICE 34 LYLE STREET WARRACKNABEAL AT 9:30AM**

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**1 WELCOME**

**2 ACKNOWLEDGEMENT**

**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 and present'

**3 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*

**4 PRESENT**

Crs G Massey, H Ballentine, C Heintze, J Wise, K Zanker, James Magee (Acting Chief Executive Officer), Bernie Naylor (Acting Director Infrastructure & Planning) & Bernardine Schilling (Governance & Customer Service Coordinator)

**5 APOLOGIES**

Cr T Hamilton & Cr S Roberts

**6 CONFIRMATION OF MINUTES**

Ordinary Meeting of Council & Closed Meeting of Council – 23 May 2018 and Special Meeting of Council & Closed Meeting of Council – 13 June 2018.

## **7 DECLARATION OF CONFLICT OF INTEREST**

## **8 BUSINESS ARISING**

8.1 Action List from last meeting

8.2 Ongoing and Pending Action List

## **9 PETITIONS**

Petition received 5 June 2018 re Dimboola Road Bridge

## **10 REPORTS**

### **Corporate Reports**

- 10.1 Mayor's Report
- 10.2 Councillor's Reports
- 10.3 Acting Chief Executive Officer Report
- 10.4 Capital Works Program Report
- 10.5 Community Services Report
- 10.6 Acting Director Infrastructure & Planning Report

## **11 REPORTS FOR DECISION**

- 11.1 Finance Report
- 11.2 Revenue Report
- 11.3 Sponsorship Allocations 2018
- 11.4 Instrument of Appointment and Authorisation under section 224 of the Local Government Act
- 11.5 Community Group Financial Assistance Scheme, June 2018
- 11.6 Fraud and Corruption Prevention Policy
- 11.7 Corporate Credit Card Policy
- 11.8 Municipal Rate Relief – New Houses Policy
- 11.9 Rates and Charges Hardship Policy
- 11.10 Proposed Sale of Industrial Land Hopetoun

**10.1 Mayor's Report – Prepared by Graeme Massey**

29 May	Attended Wimmera Mallee Tourism Meeting and Urban Enterprise Workshop at Warracknabeal
30 May	Attended meeting with Minister Pulford and E/Rup Committee at Rupanyup
30 May	Attended Wimmera Southern Mallee Regional Partnerships Meeting in Stawell
31 May	Participated in the interviewing process of the CEO position at the Warracknabeal Neighbourhood House
06 June	Attended Murtoa Showgrounds Reserve Board Meeting at Murtoa
07 June	Attended meeting with Arts Council and Warracknabeal Action Group (WAG) members re proposed Nick Cave Statue for Warracknabeal
09 June	Participated in the planting of the time capsule for Warracknabeal's 200 <sup>th</sup> Anniversary - Warracknabeal
12 June	Attended CAN Meeting at Warracknabeal
13 June	Attended Council Forum and WAG Meeting
14 June	Met with Local Government Minister Marlene Kairouz, Graeme Emonson, Isabelle Kingshott, James Magee and Jessie Holmes at the Warracknabeal Shire Office
20 June	Attended workshop with Nathan McLean in Bendigo re place names
21 June	Attended meeting with Jill Whelan re Y-Change in Warracknabeal
22 June	Attended North West Municipalities Association Meeting and AGM in Warracknabeal
26 June	Attended Western Victorian Careers Expo at Longerenong
26 June	Attended Minyip/Rupanyup Bendigo Bank 20 <sup>th</sup> Year Birthday Anniversary

**10.2 Councillor's Reports****Cr H Ballentine**

31 May	Attended the Regional Assembly in Stawell
31 May	Attended Interviews for CEO position at the Warracknabeal Neighbourhood House
08 June	Attended Rural Press Club Meeting in Horsham
10 June	Met with Councillors Shane Roberts & Tom Hamilton in Hopetoun to discuss presentation at the Digital Storytelling Workshop in Melbourne
12 June	Attended Dinner for visiting Senator Bridget McKenzie in Mildura
13 June	Attended Council Forum in Warracknabeal
14 June	Met with Hopetoun Tourism Reps regarding Northern Silo Art Trail brochure and their input
15 June	Met with Dr Hillary Davis from Swinburne University in Horsham to discuss Digital Story Telling options
15 June	Met with Beulah community for special meeting re Pick My Project funding
20 June	Met with Hopetoun Patchwork Group re Pick My Project funding
22 June	Attended North West Municipalities Association Meeting at Warracknabeal
26 June	Chaired Wimmera Mallee Tourism Inc Meeting at Watchem

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**Cr T Hamilton**

- 29 May Attended Tourism Workshop, Wimmera Southern Mallee, Warracknabeal
- 30 May Attended CEO Interviews at the Warracknabeal Neighbourhood House
- 30 May Attended Meeting with Minister Jaala Pulford and E/Rup Committee at Rupanyup
- 30 May Attended the Wimmera Southern Mallee Partnerships Meeting in Stawell
- 31 May Participated in the interviewing process of the CEO position at the Warracknabeal Neighbourhood House
- 04 June Attended CMA Yarriambiack Creek Management Plan Update at Warracknabeal
- 05 June Attended Murtoa Angling Club Meeting at Murtoa
- 06 June Attended Murtoa Showyards Committee of Management AGM at Murtoa
- 12 June Attended Swinburne Uni Smart Storey Tell information day in Melbourne
- 13 June Attended Council Forum at Warracknabeal
- 13 June Attended Murtoa Show Committee AGM at Murtoa
- 18 June Attended Murtoa Stick Shed Meeting
- 18 June Attended Rupanyup Consultative Committee Meeting at Rupanyup
- 19 June Attended Murtoa Progress Meeting at Murtoa
- 21 June Attended Murtoa Historical Society Meeting at Woods Museum at Rupanyup

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**Cr K Zanker**

- 24 May Attended Warracknabeal Community Action Network Meeting at the Secondary College
- 31 May Participated in the interview process for CEO position at the Warracknabeal Neighbourhood House
- 06 June Attended the Victorian Development and Education seminar training re: VET - Industry Assessment Validation
- 07 June Attended the Victorian Development and education seminar training re: VET - Industry Assessment Validation
- 12 June attended the CAN meeting at the Warracknabeal Secondary College
- 21 June Attended the Rural Financial Counselling Services Meeting
- 21 June Attended the Rural Financial Counselling Services Project Board Meeting
- 22 June Attended the North West Municipalities Meeting
- 25 June Attended the Internal Audit Committee Meeting

**Cr Jean Wise**

- 29 May Attended Wimmera Southern Mallee Tourism Project Meeting
- 30 May Participated in the CEO interviews at the Warracknabeal Neighbourhood House
- 31 May Participated in the CEO interviews at the Warracknabeal Neighbourhood House
- 12 June Attended CAN & Youth at Risk Meeting
- 15 June Attended the Wimmera Regional Library Corporation Board Meeting
- 22 June Attended the NWMA Meeting
- 22 June Attended the farewell to Lorraine Loats after 30 years Service to the WRLC, along with the closure of Donald Library
- 24 June Attended the presentation of the HSCC Community Grants
- 25 June Attended the Internal Audit Meeting

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**Cr C Heintze**

23 May	Short listing of CEO applications with Phillip Shanahan
24 May	Attended Minyip Hall Committee Meeting
24 May	Attended GCWWRRC Council Forum in Horsham
28 May	Attended Minyip Hall Committee Meeting
29 May	Attended Tourism Consultation and Meeting from 9:00am until 12 noon
30 May	Participated in the CEO interviews at the Warracknabeal Neighbourhood House
30 May	Attended Rupanyup meeting with Minister re E/Rup
31 May	Participated in interview process with Philip Shanahan for CEO position at The Warracknabeal Neighbourhood House
01 June	Guest Speaker at the Warracknabeal Ladies Probus
4 – 13 June	In Bhutan and Bangkok
22 June	Attended GCWWRRC Board Meeting in Ballarat
26 June	Attended Minyip/Rupanyup Bendigo Bank 20 <sup>th</sup> Year Birthday Anniversary

**Cr S Roberts**

30 May	Attended Wimmera Southern Mallee Regional Assembly in Stawell
05 June	Attended the Hopetoun Table Tennis AGM
12 June	Met with Swinburne Uni and NGO organisations interested in the use of digital media.
13 June	Attended Council Forum

### **10.3 Acting Chief Executive Officers Report – Prepared by James Magee**

#### **Shared Services**

Managers of the various Shires in the Shared Services group have been attending meetings to discuss what opportunities are available to provide services that cover more than one Council. The following categories were examined with workshops completed in the last month.

- Regulatory Services
- Finance
- Infrastructure Department
- Governance
- Community Strengthening
- Strategic Planning

A report detailing the findings of the workshops has been completed. Ten services have been prioritised. CEO's from the various Councils will meet to establish the next steps.

#### **Enterprise Bargaining Process**

Agreement between all bargaining parties was gained in mid April. The Enterprise Bargaining Agreement (EBA) will have a term of three years. All staff are now to vote on the proposed document with voting to close on 6 July 2018. The Fair Work Commission is then notified and the agreement officially commences upon their approval.

#### **Rural Outreach Program**

A Second meeting has been held between Yarriambiack, West Wimmera Shire, Hindmarsh Shire to seek additional mental health services in our region. The Councils have been liaising with health providers in the region including Edenhope and District Memorial Hospital, Harrow Bush Nursing Centre, West Wimmera Health Service, Woomelang Bush Nursing Centre, Rural North West Health and the Wimmera Primary Care Partnership to develop a model to improve mental health in our region.

The model has been agreed and costed over a three year. The on ground staff will be positioned within a rural health service to ensure the worker has access to backup support and resources.

#### **Murra Warra Windfarm**

With some internal roadway completed, Downer Group will commence work on some of the public road access in coming weeks. A crushed rock capping layer of 100mm depth will be applied to Dogwood Road and Ailsa Wheat Road sections.

#### **Building Services Tender**

Supply of Building Surveyor Services was advertised early May. Yarriambiack Shire, along with Horsham, Southern Grampians, West Wimmera and Hindmarsh Shires are tendering for one contractor to undertake the work for a three year term with a two year extension. Tenders closed 30 May 2018 as a one week extension was given. An evaluation meeting was held 12 June and a second scheduled for the last week of June.



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**Planning Services**

Council's Town Planner for some time David Young will be finishing with Yarriambiack Shire Council 20 July 2018. We thank David for his services and wish him well in his future endeavours. Council will put a temporary system in place while consideration of a longer term solution can take place.

**Building Activity Report – Prepared by Kathy Edwards**

**YARRIAMBIAK SHIRE COUNCIL**

**COUNCIL REPORT**

Municipal District: Yarriambiack Shire Council

Month of May 2018

Council register Number	Name of Relevant Building Surveyor	Type of perm, temporary approval or amendment	Permit, temporary approval or amendment number*	Application Date	Permit, temporary approval or amendment date*	Building Address	Description of Building work or Use of Building	Cost of Building Work*
BP44-18	W.Wilkie	Building	1164/2018/44/0	18/04/2018	10/05/2018	73 Jamouneau St, Warracknabeal	Dwelling & Garage	\$314,109
BP47-18	W.Wilkie	Building	1164/2018/47/0	01/05/2018	10/05/2018	73 Lyle St, Warracknabeal	Dwelling & Garage	\$276,717
BP112-17	W.Wilkie	Building	1164/2017/112/0	22/11/2017	10/05/2018	14 Austin St, Hopetoun	Erect Container	\$2,500
BP42-18	W.Wilkie	Building	1164/2018/42/0	10/04/2018	10/05/2018	92 Henty Highway, Beulah	Garage	\$13,431
BP34-18	W.Wilkie	Building	1164/2018/34/0	28/03/2018	10/05/2018	34 Lyle St, Warracknabeal	3 Flag Poles	\$9,950
BP55-18	W.Wilkie	Building	1164/2018/55/0	08/05/2018	10/05/2018	1/3 Hatchett St, Murtoa	Carport	\$5,500
BP43-18	W.Wilkie	Building	1164/2018/43/0	12/04/2018	10/05/2018	23 Gardiner St, Warracknabeal	Pergola	\$7,000
BP19-18	W.Wilkie	Building	1164/2018/19/0	20/02/2018	10/05/2018	CA4, Deakin St, Beulah	2 Light Towers	\$22,639
BP30-18	W.Wilkie	Building	1164/2018/30/0	20/02/2018	24/05/2018	65 Lyle St, Warracknabeal	Verandah	\$15,000
BP57-18	W.Wilkie	Building	1164/2018/57/0	17/05/2018	24/05/2018	8-14 Scott St, Warracknabeal	Alterations	\$24,908
BP54-18	W.Wilkie	Building	1164/2018/54/0	08/05/2018	24/05/2018	CA2E, Austin St, Warracknabeal	Shade Shelter	\$22,000
BP53-18	W.Wilkie	Building	1164/2018/53/0	04/05/2018	24/05/2018	18 Dimboola Rd, Warracknabeal	Shade Sail	\$10,450
BP48-18	W.Wilkie	Building	1164/2018/48/0	01/05/2018	24/05/2018	853 Burrum North Rd, Rupanyup	Farm Shed	\$64,000
<b>Total</b>								<b>\$788,204</b>

Name of Council Officer supplying this register: **Kathy Edwards**

**Planning Permit Activity Report for May 2018 (Attachment) – Prepared by David Young**

**10.4 Capital Works Program 2017/2018 – Prepared by Chris Lehmann**

<i>Project</i>	<i>Funding</i>	<i>% Completed</i>	<i>Start Date</i>	<i>Completion Date</i>	<i>Comments</i>
Gulbin Road Murtoa	Shire	100%	December	January	700 x 4 m Seal commencing Wimmera Hwy
Flood Levee Warracknabeal	Shire & State/Federal Government	10%	January	2018/2019	CHP complete Design complete Vegetation Report comenced
<b>Rural Roads</b>					
Dimboola Minyip Road	YSC/HRCC & Roads to Market	100%	October	November	1,623 m x 6.6 m commencing Barrat Quarry Road heading west
Longerenong Road	R2R	100%	November	December	Widen Shoulders to 6.6 m seal – 1 km
Minyip Banyena Road	R2R	100%	January	March	1 km x 6.6.m Seal from Burrum Lawler Road heading west
Sheep Hills Kellalac Road	R2R	100%	March	March	1,400 m x 4 m Seal commencing 3 kms from Highway heading east
Goyura East School Bus Route	R2R	100%	March	May	1 km x 4 m Seal commencing 2,580 m east of Highway
Hopetoun Yaapeet Road	R2R	100%	August	October	1.7 kms Widen Seal to 6.6 m commencing Galanungah North Road heading west
Sheep Hills Bangerang Road	R2R	100%	October	November	1.4 kms x 4 m Seal commencing Galaquil East Road
Yaapeet Kenmare Road	R2R	100%	January	March	1 km x 4 m Seal commencing Rosebery Rainbow Road

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<b>FOOTPATHS</b>					
<i><b>Project</b></i>	<i><b>Funding</b></i>	<i><b>% Completed</b></i>	<i><b>Start Date</b></i>	<i><b>Completion Date</b></i>	<i><b>Comments</b></i>
Cromie St Rupanyup	Shire	100%	October	November	Upgrade path to concrete Wemyss St to Hospital
Lascelles St Hopetoun	Shire	100%	October	November	Construct new path – 232m between Dodgshun & Strachan Sts

<b>Gravel Shoulders</b>					
<i><b>Project</b></i>	<i><b>Funding</b></i>	<i><b>% Completed</b></i>	<i><b>Start Date</b></i>	<i><b>Completion Date</b></i>	<i><b>Comments</b></i>
Minyip Dimboola Road	Shire	80%	March		2.6 kms Various Sections
Sheep Hills Kellalac Road	Shire	100%	March	April	1 km commencing 4.4 kms from Highway
Wyperfeld Park Road	Shire	100%	May	May	3.3 kms commencing at Rainbow Wyperfeld Road heading north
Yaapeet Kenmare Road	Shire	100%	May	May	1 km commencing Galanungah North Road heading east

<b>Gravel Re-Sheets</b>					
<i><b>Project</b></i>	<i><b>Funding</b></i>	<i><b>% Completed</b></i>	<i><b>Start Date</b></i>	<i><b>Completion Date</b></i>	<i><b>Comments</b></i>
3LK Road	Shire	100%	September	September	1 km starting Wimmera Highway
Byrnes Road	Shire	100%	June	June	1.2 kms starting Banyena Pimpinio Road
Dunlops Road	Shire	100%	September	September	1.3 kms starting Mathesons Road
Cannum Five Chain Road	Shire		June		1.3 kms starting 3.1 kms from Blue Ribbon Road

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<b>Gravel Re-Sheets (continued)</b>					
<b>Project</b>	<b>Funding</b>	<b>% Completed</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>Comments</b>
Carron Road	Shire	100%	May	May	1.9 kms starting 4.9 kms from Rupanyup Road
Coopers Road	Shire	100%	May	May	530 metres starting Lawler Road
Dogwood Road	R2R	100%	December	January	1.6 kms starting 6.3 kms from Dimboola Minyip Road
Dunmunkle Creek Road	Shire	100%	May	May	600 metres starting Lallat North Road
Feerys Road	Shire	100%	January	January	2 sections (1) 1.8 kms starting Dimboola Minyip Road (2) 480 metres starting 2.7 kms from Dimboola Minyip Road
Gaulkes Road	Shire	100%	March	March	1.3 kms starting 5.5 kms from Barrat Road
Glovers Road	Shire	100%	May	May	600 metres starting 3.6 kms from Daveys Road
Government Road	Shire	100%	February	March	400 metres starting 1.4 kms from Borung Hwy
Greisers Road	Shire	100%	June	June	620 metres starting Rupanyup Road
Hepworth Road	Shire	100%	May	May	580 metres starting 4.7 kms from Rupanyup Road
Kewell Tarkedia Road	Shire	100%	September	September	940 metre starting Sheep Hills Kellalac Road
Kranzs Road	Shire	100%	June	June	500 metres starting Ailsa Road
Krauses Road	Shire	100%	August	August	560 metres starting Stawell W/beal Road
Leith Road	Shire	100%	February	February	810 metres starting Rupanyup Road

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<b>Gravel Re-Sheets (continued)</b>					
<b>Project</b>	<b>Funding</b>	<b>% Completed</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>Comments</b>
Lierschs Pit Road	Shire	100%	May	May	710 metres starting 4 kms from Banyena Pimpinio Road
Longerenong Warracknabeal Road	Shire	100%	June	June	1.5 kms starting 6.5 kms from Wimmera Hwy
McLachlans Road	Shire	100%	February	February	410 metres starting 2.8 kms from Mount Pleasant Road
Mellis Road	Shire	100%	May	May	910 metres starting 17.7 kms from Stawell Warracknabeal Road
Morgans Road	Shire	100%	September	September	1.6 kms starting 3.2 kms from Dalcross Road
Mount Pleasant Road	R2R	100%	February	February	2.3 kms starting 6.4 kms from Donald Murtoa Road
Murtoa Settlement Road	Shire	100%	June	June	1.1 kms starting 1.7 kms from Donald Murtoa Road
Robinson Lane	Shire	100%	April	April	1.3 kms starting 2.5 kms from Ailsa Road
Ruwoldts Road	R2R	100%	December	December	5.7 kms starting 2.4 kms from Stawell Warracknabeal Road
Tobins Road	Shire	100%	June	June	1.3 kms starting Wimmera Hwy
Wallup Church West Road	Shire	100%	June	June	1.5 kms starting Blue Ribbon Road
Westerlands Road	Shire		June		2 kms starting 1.6 kms from I Evans Road
Woods Road	R2R	100%	September	September	2.6 kms starting Donald Murtoa Road

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<b>Gravel Re-Sheets (continued)</b>					
<b>Project</b>	<b>Funding</b>	<b>% Completed</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>Comments</b>
Blue Ribbon Road	R2R	100%	March	March	2.9 kms starting 19.9 kms from Borung Highway
Brikkle Road	Shire	100%	February	February	2 sections (1) 330 metres starting 9.1 kms from Jeparit Road (2) 480 metres starting 15.8 kms from Jeparit Road
Burrion Road	Shire	100%	March	April	1.1 kms starting 9.9 kms from Hopetoun West Road
Clyne Road	Shire	100%	February	February	1 km starting 1.5 kms from Antwerp Road
Dodgshun Bellinger Road	Shire	100%	April	April	1.5 kms starting 1.4 kms from Hopetoun Walpeup Road
Ellam Willenabrina Road	R2R	100%	December	December	2.3 kms starting Warracknabeal Rainbow Road
Elliot Road	Shire	100%	May	May	600 metres starting Hopetoun Walpeup Road
Gama South Road	Shire	100%	July	July	810 metres starting 6.4 kms from Henty Highway
Geodetic Road	Shire	100%	April	April	1.5 kms starting 32 kms from Dimboola Minyip Road
Goads Road	R2R	100%	November	December	2.3 kms starting 1 km from Henty Highway
Hermans Road	Shire	100%	June	June	1.6 kms starting Henty Highway
Hood Lane	Shire	100%	November	November	1.5 kms starting Brim West Road
J Ballentines Road	Shire	100%	May	May	1.46 kms starting Goyura East SBR
Johns Road	Shire	100%	December	December	1.97 kms starting 3.2 kms from Warracknabeal Rainbow Road

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<b>Gravel Re-Sheets (continued)</b>					
<b>Project</b>	<b>Funding</b>	<b>% Completed</b>	<b>Start Date</b>	<b>Completion Date</b>	<b>Comments</b>
Kellys Road	Shire	100%	July	July	1.31 kms starting 1.8 kms from Sunraysia Highway
Lah Angle Road	Shire	100%	November	November	1 km starting 4.5 kms from Lah West Road
Lascelles North Road	Shire	100%	August	August	990 metres starting 4.5 kms from Lascelles Sea Lake Road
Erhardts Road	Shire		June		2 kms starting 1 km from Birchip Rainbow Road
Moloney Road	Shire	100%	May	May	800 metres starting 1.4 kms from Hopetoun Walpeup Road
Overalls Road	Shire	100%	June	June	1.3 kms starting Sunraysia Highway
Patchewollock Tempy Road	Shire	100%	June	June	1 km starting 12.6 kms from Sunraysia Highway
Sleeps Lane	Shire	100%	February	February	820 metres starting Audrey Road
Tempy East Road	Shire	100%	June	June	1.2 kms starting 5.4 kms from Sunraysia Highway
Warren Road	Shire		June		2.27 kms starting Birchip Rainbow Road
Wilson's Road	Shire	100%	June	June	1.89 kms starting 2.3 kms from Hopetoun Sea Lake Road
Woodwards Road	Shire	100%	December	December	1 km starting Beyal Road
Yaapeet North Road	R2R	100%	January	February	1.57 kms starting 4kms from Hopetoun Yaapeet Road

<b>Kerb &amp; Channel</b>					
<b><i>Project</i></b>	<b><i>Funding</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Hamilton Street Murtoa	Shire	80%	June		162 metres from Marna Street to Breen Street both sides
South Street Minyip	Shire	100%	February	February	201 metres Church Street to Foundry Street on north side

Outdoor staff have been busy with:-

- Footpath repairs Hopetoun/Patchewollock/Warracknabeal and Murtoa
- Emergency fire tank access tracks
- Art silo trail signage and gravel road at Patchewollock
- Tree lopping at Hopetoun/Woomelang and Beulah
- Weed spraying at aerodromes and townships



## **10.5 Community Services and Development Report – Prepared by Gavin Blinman**

### **Kindergartens**

Planning is underway for a regional workshop day to be conducted at Warracknabeal, with Gowrie Victoria running a half day workshop for Early Year's staff. The workshop on the 10<sup>th</sup> of August will assist educators to develop their program skills.

So far we have 16 people from Yarriambiack and Buloke Shires enrolled and notices have gone out to all neighbouring Early Year's management teams.

Annual Service Improvement Plans for Maternal Child Health and Early Years Management updated and submitted to DET for approval.

### **Environmental Health / Local Laws – Prepared by Tim Rose & Craig Byron**

A number of food premises inspections were completed over the reporting period. One new premise has also been inspected and recently registered as a food business under the *Food Act 1984*. One food related complaint was also received and investigated with no further action expected. Council obtained statutory samples over this period, where soy beverages were tested for the presence of dairy.

A number of onsite inspections have been undertaken, at various stages of installation. These inspections were conducted across the municipality.

Suspected Blue Green Algae (BGA) was reported to Council by GWM Water in Lake Marma. Following inspection and due to an obvious unidentified algal bloom, warning signs were erected. Council has monitored this site over the last two weeks and due to the cooler conditions the algae has dispersed. A sample will be obtained in coming days to confirm that the water is safe for recreational purposes. The signs will then be removed once a sample result confirms the waters overall condition.

Council recently released information to all local media in regards the importance of the residents receiving the annual influenza vaccination. Most importantly, the program has been extended to include a free vaccination to all children aged 6 months to 5 years.

For any residents seeking vaccination for themselves or their children, please contact your local GP.

- Eight dogs have been impounded, two of these were un-registered. Six of these dogs were reclaimed and two have gone to Save a Pet
- Investigated a dog attack against sheep at a Watchem West property that resulted in four pregnant Merino Ewes being killed and injuring several others. Investigations are continuing
- Two separate incidents where horses have been found out of their paddocks/ yards and have been wandering on or near public roads. Owners have been notified and horses have been safely relocated. The owners have been given a warning to confine their livestock
- A property in Rupanyup was found with a horse being kept in the backyard. Town residents are reminded that horses can't be kept within the township without a permit, and will only be granted a permit if they meet certain criteria

- On Tuesday, 12 June at Horsham Magistrates Court, legal proceedings were taken against six different property owners within the Yarriambiack Shire who have continually not complied with Fire Prevention Notices (FPN). A failure to comply with FPNs places the entire community at risk from fire. Any notice that is not complied with, Council has an obligation to surrounding residents to send in a contractor to remove the fire risk. The Magistrate made a determination in favour of Council and fined all property owners \$2,000 for their breach of the Country Fire Authority Act. All property owners were also ordered to pay Council's legal and contractor costs.

### **Aged and Disability – Prepared by Alannah Milne**

Staff underwent First Aid training; 8 staff members completed a refresher for CPR, and 10 staff members completed the full course, including myself.

Meals on Wheels and Centre Based Meals tenders have gone out for the second time; coverage in some towns was not received under first round.

Attended the Wimmera Partnership Network meeting at Horsham Rural City Council; the topics discussed were:

- Seniors Week
- Dementia Australia update
- RAS update
- Memory Support Program
- Training Opportunities
- General Business

Attended Wimmera Alliance Meeting at Centre of Participation; the topics discussed were:

- Memory Lane Cafe
- Assistance with care and housing
- Mental Health Services update
- Aboriginal Development Report
- HACC PYP
- Best Practice Forum
- Diversity Advisor Report
- Department of Health Commonwealth Report

### **Volunteer Meals and Transport – Prepared by Elizabeth Wright**

#### **Transport**

For the month of May 2018 the Shire completed 12 drives and had three cancellations. This month elderly were mainly accessing services in Horsham.

The table below is a comparison over the last three years.

May 2018	12 drives, 3 cancellations
May 2017	10 drives, 6 cancellations
May 2016	11 drives, 0 cancellations

**Meals on Wheels**

May 2018	657 Meals
May 2017	754 Meals
May 2016	1,073 Meals

MOW services for Beulah, Rupanyup and Minyip are still suspended due to lack of numbers. Numbers are decreasing in Woomelang as we are now down to two clients.

**Maternal and Child Health (MCH) – Michelle Schilling**

- 67 birth notices so far this year, with four more expected this month.
- Relieving MCH nurse has completed four out of five sessions with new parent group in Murtoa - well received by parents.
- Currently Coordinating with Supported Playgroup Facilitator to increase numbers at playgroups in Warracknabeal and Murtoa, and to enhance home visits to work individually with parents.

**Assessment Officer Report – Barbara Whiteford****Assessments Completed**

- 13 (3 did not proceed)

**Reviews Completed**

- 25

**Education and Training**

- Introduction to Local Government
- First Aid

**Meetings**

- None attended during May

**Youth – Murray McKenzie**

Four of the new Yarriambiack Youth Action Councillors attended the May meeting, with 16 members present. This is the highest number of young members we have had, and it is demonstrating the positive experience being associated with the Yarriambiack Youth Action Council.

Attended a FReeZA Grant information day at Birchip and the FReeZA Grant Applications were due in on the 15<sup>th</sup> of June. We are confident we will get refunded to build on our first three years of funding, and see the 2019-2021 as a real chance to have young people take control of how they want this money spent on themselves.

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The Graffiti Prevention Project had some uncommitted funds which we were able to put towards improving the lighting of the Mural and the Skate Park area.

Thrive Not Survive Yarriambiack Engage Program had the Online Food Handling Courses beginning June 15<sup>th</sup> at Warracknabeal and Murtoa Neighbourhood Houses, and the Barista Course booked in for the 27<sup>th</sup> of June. This will be running at Yarriambiack Shire Council Office, Warracknabeal.

First Aid course is being proposed for July.

Information on the Youth Shed is being released currently with a proposed venue in Scott Street, Warracknabeal being discussed.

Gaming nights have started with events at Warracknabeal, Murtoa and Hopetoun and a girl's only night held at Warracknabeal. These are well attended and are aimed at getting young people to socialise rather than staying at home.

A Second meeting at Warracknabeal College to discuss the Youth at Risk was incorporated into the CAN meeting on June 12<sup>th</sup> which I attended.

## Community Services & Development Projects Report – Prepared by Andrea Stepney

Project	Description	Status	Stage	% comp
Warracknabeal Aerodrome Transfer Station Upgrade Project	Major Refurbishment	Construction commenced 15/1/2018. Canopy, external cladding and septic completed.	Construction	95
Warracknabeal Golf Club Irrigation Project	Fairways Irrigation	Tender C226/2018 awarded. Preliminary works commenced.	Construction	10
Woomelang Hall Kitchen & Drainage Project	Kitchen Upgrade and drainage works	Project preliminary works commenced. Expected completion 16/7/2018.	Construction	10
Beulah Cabins	Installations of two cabins at caravan park	Request for Quote Q87-2017 advertised 12/6/18. Closes 26/6/18.	Scoping	90

Pipeline				%
Warracknabeal Scott Street Surveillance Camera Project	Security Surveillance Camera installation	Preparing application for Public Safety infrastructure Fund. Closes 20/7/2018.	Scoping	10
Warracknabeal Saleyards Upgrade Project	Major Refurbishment	Project framework in development. Project Plan completed. Application made to BBRF Round 2 19/12/17	Development	50
Warracknabeal Town Hall Upgrade Project	Major Refurbishment	Project Plan completed. Application made to BBRF Round 2 19/12/17. Additional application to Living Heritage Grant 13/4/18	Development	50
Warracknabeal Leisure Complex	Master Plan of Leisure Precinct	Application made to SRV for Feasibility Study. Includes Adult/Senior Playgrounds concept.	Development	50
Minyip Rec Reserve	Irrigation Project	Flagged project with SRV. Interested in progressing project. Feedback on EOI provided.	Development	10
Beulah Rec Res Change Rooms	New change rooms & toilets for Football/Netball	Project reported to SRV for Minor Facilities funding. Committee currently preparing plans. Feedback on proposed project provided.	Development	10
Murtoa Netball Change Rooms	New change rooms and upgrade existing restrooms, New court	Project reported to SRV for Major Facilities funding. Committee has prepared concept plans. Feedback provided.	Development	10
Beulah Netball Club Pavilion	Upgrade netball facilities	Project reported to SRV for Minor Facilities funding. Feedback provided.	Development	5

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Pipeline				%
Hopetoun Rec Reserve Lighting Upgrade	New lighting to sports oval	Project reported to SRV for Minor Facilities funding. Feedback provided.	Development	5
Hopetoun Golf Club Equipment Shed	New shed for equipment	Sourcing funding.	Development	5
Brim Bowls Club	Promaster synthetic surface	Project reported to SRV for Minor Facilities funding.	Development	5
Rupanyup Rec Reserve Lighting Upgrade	New lighting to sports oval	Project reported to SRV for Major Facilities funding.	Development	5
Hopetoun Rec Reserve	Extend sprinkler system	Project reported to SRV for Minor Facilities funding.	Development	5
Hopetoun Bowls Club Synthetic Green 2 Project	Second Synthetic Surface	Potential for future SRV funding who have request a Schedule of Use to support second synthetic green. Project Plan in development.	Development	25
<b>Assistance Only</b>				
Hopetoun	Lakes Lascelles Shade Structure	Assistance with planning and building applications. Approvals completed.		Completed
Minyip Field & Game	Equipment Shed Project	Assist with funding application		Completed
Hopetoun	Lake Lascelles Camp Kitchen Extension	Assistance with planning and building applications. Planning approval completed.		Application in Progress
Beulah Signage	Tourism Agriculture Info sign	Recommended FRRR, Local History Grant, Share & Suez Community Grant. Submitted FRRR application on behalf of committee.		Application in progress
Minyip Memorial Hall	Seeking grant for front window repairs	2017 FRRR application unsuccessful. Source alternative grant		Sourcing Grant
Minyip Memorial Hall	Various items.	Proceed with a Project Plan, quotes etc to be ready for next round of grants early 2018. Possibly Living Heritage Grant.		Project in Development
Warracknabeal Anzac Memorial Park	New paving at entry gates	Have drafted application. Requested documents from RSL. Heritage assessment & planning applications required.		TBA if still proceeding
Murtoa Progress Society	Streetscape & Irrigation System	Original design & quote need updating. Assist with sourcing grant		Sourcing Grant
Emma's Café - Minyip	Significant termite damage	Committee have requested assistance with a grant to repair the termite damage. Likely \$20k+ project. Project plan to be developed. Grant source not yet identified.		Sourcing Grant
Warracknabeal Playgroup	Shared Facilities Project	Funding for Multifunction Children's Centre		Project in Development

**SHARE Program - Sustainable Healthy Adaptable Resilient Engaged – Prepared by Marianne Fergusson****Grampians Region Cycling and Trails Infrastructure, Business and Master Plan**

The final report has been prepared for the Grampians Region Cycling and Trails Infrastructure, Business and Master Plan. The document explores possible projects that maybe developed to enhance cycling in the region. The Yarriambiack Creek Trail, Barabool Nature Conservation Reserve to Murtoa, Wyperfeld National Park Fat Biking and Yarriambiack Small Towns Cycle Loops and Bike Hire has been listed as potential projects for development.

**Southern Mallee Tourism Collaboration and Destination Management Plan project**

Consultation took place on 29 May and was well attended by representatives across the Shire. Urban Enterprise is currently collating information from all the consultations held across the region. The Tourism Collaboration and Destination Management Plan will determine the most appropriate and viable tourism governance model and structure for the region, supporting industry development, product development and coordinated regional marketing. Consultation with industry representatives and communities will take place over the coming months.

**Warracknabeal Court House**

Working Heritage is awaiting the outcome of the application submitted to the Creative Victoria - Creative State Commissions program that requests funding for the proposed Court House development and Arts Hotel.

**Woomelang Fuel**

At the time of this report, the Woomelang Fuel container is due to arrive at the Travellers Rest for installation in the coming weeks.

**Yarriambiack Tourism**

The Yarriambiack Tourism meeting took place on 21 May at the Murtoa Neighbourhood House. The representatives discussed possible touring options, brochures and the upcoming development of the Destination Management Plan. The meeting was followed by a tour of the Water Tower Museum, Sump Oilers and Stick Shed. The Yarriambiack Tourism Facebook Page currently has 2,248 likes.

## **10.6 Acting Director Infrastructure & Planning Report – Prepared by Bernie Naylor**

### **Free Green Waste Day**

Council has once again conducted our annual Free Green Waste disposal days.

The program conducted over the period from 29 May, 2018 to 4 June, 2018 at the Transfer Stations during normal hours of operation was extremely successful with nearly 200 loads disposed of at the Warracknabeal site.

Council will conduct another free green waste day in October, 2018 in conjunction with fire awareness week.

### **Yarriambiack Creek Waterway Action Plan**

The WCMA has engaged Alluvium Consulting to assist with an audit of the waterway condition across the Yarriambiack Creek catchment and to then develop a Waterway Action Plan.

There have been two (2) community engagement sessions and also a physical assessment of the Yarriambiack catchment.

Overall, the waterway condition across the catchment is very good with the following observations found:-

- A corridor of remnant riparian vegetation is present along the main waterway with good connectivity from the headwaters to the lower catchment
- Only isolated areas of minor erosion were observed at road crossings and weirs
- Weed control has been difficult and is a primary concern for landholders and the community
- There is strong community stewardship of waterway and catchment health

The draft report found four (4) main opportunities for improvement:-

- Addressing existing in-channel stock grazing where stock exclusion would encourage revegetation and provide continuous connection
- Addressing existing gaps in fencing along the waterway and riparian zone will provide continuous connection
- Supporting a major weed control program in the catchment, with a co-ordinated effort by the CMA landholders and other stakeholders
- Undertaking stabilisation works to address minor erosion in localised areas

### **Contract Q89/2018 – Meals on Wheels**

This contract was advertised on 1 May, 2018 and tenders closed on 24 May, 2018. Council received three tenders as detailed:-

- Murtoa & District Neighbourhood House – (Murtoa & Rupanyup)
- Woomelang General Store – (Woomelang)
- Victoria Hotel – (Beulah)



Council has awarded the three abovementioned businesses with the contract to provide Meals on Wheels at Murtoa, Rupanyup, Beulah and Woomelang.

No tenders were received to provide Meals on Wheels for Hopetoun, Warracknabeal, Minyip and Patchewollock.

Council has now retendered the Meals on Wheels service for these townships being Contract Q90/2018.

### **Rural Outreach Program**

Attended the 2<sup>nd</sup> meeting in Nhill regarding the Rural Outreach Program where the Councils of Yarriambiack, Hindmarsh and West Wimmera are developing a proposal to provide additional Mental Health Services in the region.

Council representatives met with Wimmera Health providers to discuss developing the proposal to expand the Rural Outreach Program.

The Councils and Health Service providers will lobby both the State and Federal Governments to fund an additional Mental Health Service in the region.

### **Warracknabeal Secondary College**

Council has once again been involved in the program "Hands on Learning" with the Warracknabeal Secondary College for students.

The program works with students to undertake some community work in areas where they can undertake repairs, painting etc to minor community facilities, ie: Park Benches and Tables etc.

Steve Greenwood from the Secondary College co-ordinates and assists the students with this community work, and Council provide the materials necessary.

### **Warracknabeal Transfer Station Upgrade & Landfill Closure**

I am pleased to advise Council that we have received notification from Sustainability Victoria that our application for funding under the Resource Recovery Infrastructure Fund has been successful.

Council has been allocated an amount \$140,000 for our project "*Warracknabeal Transfer Station Upgrade and Landfill Closure*".

The aim of this project is to reduce the risk to the environment and human health posed by the current unlicensed landfill, whilst increasing resource recovery through the co-located transfer station. Through a better designed transfer station, more green organic waste and other recyclables will be diverted from landfill in a safe and effective manner.

The upgrades to the transfer station will also provide the ground works required for the upcoming e-waste collect infrastructure upgrades, which can assist in providing a smooth transition to the e-waste landfill ban.

The estimated cost of the redevelopment is approximately \$300k.

**Environment – Prepared by Geoff Harvey**

- Organised weed spraying at Airport
- Had discussions with contractors re asbestos on rabbit infested site
- Submitted grant application for LED lighting upgrade in office
- Finalised grant for lighting project at Lake Lascelles
- Organised inspection of ANZAC Park by CFA for Neighbourhood Safer Place accreditation
- Contacted DELWP re impact of Flora and Fauna Guarantee Act on roadside works
- Met with Hopetoun Landcare Facilitator re grant applications and weeds
- Attended Wimmera Mallee Sustainability Alliance meeting in Horsham
- Organised Yarrilinks accounts from tree planting
- Inspected trees and contacted DELWP re trimming

**Technical Officer – Prepared by Nathan McLean**

Council has recently installed a new See Saw rocker and a Curvus carousel at Apex Park, Warracknabeal as part of the playgrounds budget for the 2017/18 Capital Works Program.

Consultation with the Warracknabeal Apex Club was sought to discuss the current and future ideas for the park. From this, Council purchased a See saw rocker and a Curvus carousel, softfall and materials. In addition, the Apex Club conducted several working bees to carry out landscaping of the park, transfer sprinklers and sculpture a timber border for the softfall and new equipment. Local tradesmen and businesses provided their materials, equipment and labour to complete this project.

**Design Engineer – Prepared by Joel Turner**

- Current road rehabilitation jobs are all complete
- First levee job on Asquith Avenue. Warracknabeal ready to seal, majority of road work is complete
- About to commence work on 2<sup>nd</sup> levee job The Avenue, which begins at the corner of Anderson Street and nearly goes through to the croquet club
- Hamilton Street, Murtoa kerbing has commenced construction.

**OH&S Report – Prepared by Bobby Taylor**

- Kindergartens - I have started doing new evacuation plans for the kindergartens
- Training - I am getting the refreshers booked in for after June 30 we have first aid/ stop-go and spotters training
- Safe Work Method Statements (SWMS) - I am updating the SWMS in the depots this is ongoing, Council has seven depots and around 80 SWMS for each depot

**Risk Management & OH&S / Technical Services – Prepared by Michael Evans****Assets**

- Prepared information and developed the submission for the yearly valuation report for the finance auditors. This process involves inputting all finished Capital Works into our Asset Registers, updating Council's registers with the latest asset conditions stemming from inspection regimes and carrying out a revaluation of Council's asset replacement unit rates
- Attended a Regional Assets meeting at Horsham
- Attended a Spatial Vision GIS workshop in Ararat
- Prepared information for submission for the AFS Charter Accountant's Auditor on "Other Assets"

**OH&S and Risk Management**

- Fulfilled the role of OH&S Risk Management Officer as required
- Investigated several logged incidents within Council
- Chaired and conducted the bi-monthly OH&S meeting
- Developed a 12 month incident and hazard report and the latest two monthly incident report

**Emergency Management**

- Attended a Flood Management conference sponsored by the Wimmera CMA. The conference allowed you to choose and attend workshops which covered topics on:
  - Resilience and Risk Management
  - Flood policy, guidance & best practice
  - Adaption to Climate Change
  - Assessing Flood Hazard
  - Flood Emergency Preparedness & Management
  - Building Community Resilience & Engagement

**Technical Officer – Prepared by Tony Brennan**

- Processed as required Dial Before You Dig enquiries .... May (80) June (54 – to date)
- Processed Legal Point of Discharge applications for stormwater drainage as required
- Processed NHVR applications as requested for oversize vehicle travel through the Shire
- Attended webinar from CASA re of CASR Part 139 Post Implementation Review
- Completed Safety finding notices for previous CASA Audit at the Warracknabeal Aerodrome
- Met with Josh Lind from Downer re upgrades to Ailsa Wheat Road and Dogwood Road prior to construction work at the Murra Wurra Wind Farm.

**Warracknabeal Regional Livestock Exchange**

All software and hardware that Council has provided and installed for the scanning of sheep is now working fine. There are still a lot of physical changes needed before the facility reaches a state that makes it easier for all users to deliver, scan and pen stock pre sale. These changes will take place over the next financial year as meetings are held to establish plans on what will be required.

To help cover the costs of these changes council have submitted a grant application earlier this year, but to date nothing has been announced.

**Sale Numbers for this Year**

Jan 24 <sup>th</sup> <b>4,849</b>	Mar 14 <sup>th</sup> <b>4,306</b>	Apr 25 <sup>th</sup> <i>Cancelled (Anzac Day)</i>
Feb 14 <sup>th</sup> <b>2,509</b>	Mar 28 <sup>th</sup> <i>Cancelled (Easter)</i>	May 9 <sup>th</sup> <b>2,059</b>
Feb 28 <sup>th</sup> <b>5,541</b>	Apr 11 <sup>th</sup> <b>7,021</b>	May 23 <sup>rd</sup> <b>6,938</b>
June 6 <sup>th</sup> <b>5,026</b>	June 20 <sup>th</sup> <b>7,117</b>	

**Caravan Park Occupancy May 2018**

State	Warracknabeal	Hopetoun	Murtoa
<b>VIC</b>	239	188	71
<b>NSW</b>	49	31	12
<b>WA</b>	6	1	0
<b>QLD</b>	22	80	10
<b>SA</b>	25	8	9
<b>NT</b>	0	4	0
<b>ACT</b>	1	0	0
<b>TAS</b>	18	7	0
<b>International</b>	0	0	0
<b>Permanents</b>	11	N/A	N/A
<b>TOTAL</b>	<b>371</b>	<b>331</b>	<b>102</b>

## **11 REPORTS FOR DECISION**

### **11.1 Finance Report – Prepared by Anita McFarlane**

#### **Recommendation**

The Finance Report as at May 2018 be received.

### **11.2 Revenue Report – Prepared by Chantelle Pitt**

#### **Recommendation**

The Revenue Report as at June 2018 be received.

### 11.3 Sponsorship Allocations 2018 – Prepared by Bernardine Schilling

Council advertised for expressions of interest to its Sponsorship Allocation Scheme in April 2018.

The maximum amount to be paid to each organisation is \$200 with the total budget allocation being \$2,000.

Council received 14 applications with eight applicants meeting all the requirements of the funding criteria, another five meeting criteria; but having received sponsorship in the previous allocation, and one application non-compliant. A grant amount of \$200 will be allocated to the community groups that met the full criteria and an allocation of \$80 to those community groups that met the criteria, but received a grant allocation in the previous round. Applications have been separated into Part A and Part B for Council approval.

#### Part A

Community Groups	Event	Amount Requested	Amount Allocated
Warracknabeal & District Historical Society	Vintage Tractor Pull Competition	\$200	\$200
Warracknabeal Annual Show	Show Competitions	\$200	\$200
Beulah & Bowling & Croquet Club	Mixed Fours Tournament – Social Event	\$200	\$ 80
Woomelang Golf Club	Woomelang Golf Club Annual Tournament 2018 – encouraging social participation	\$200	\$ 80
Woomelang Group School Parents and Friends	Flower Show Competition	\$200	\$ 80
	<b>Total</b>	<b>\$1,000</b>	<b>\$640</b>

#### Recommendation

That Council approve the above Sponsorship Allocations (Part A) to each of the above community groups for 2018.

**Part B**

<b>Community Groups</b>	<b>Event</b>	<b>Amount Requested</b>	<b>Amount Allocated</b>
Murtoa's Big Weekend	Scarecrow Competition & Busking Competition	\$200	\$200
Arts Minyip	Annual Minyip Arts Exhibition	\$200	\$200
Murtoa Golf Club	Annual Tournament – open to public	\$200	\$200
Minyip Golf Club	Annual Event – open to public	\$200	\$200
Minyip & District Historical Society Inc.	Minyip Primary School Historical Research Project – judging to take place at local show	\$200	\$200
Minyip A & P Society	Annual Show Competitions	\$200	\$200
Hopetoun Bowls Club	Competition and Social Bowls	\$200	\$ 80
Hopetoun Table Tennis Club	Annual Tournament Competition	\$200	\$ 80
	<b>Total</b>	<b>\$1,600</b>	<b>\$1.360</b>

**Recommendation**

That Council approve the above Sponsorship Allocations (Part B) to each of the above community groups for 2018.

**11.4 Instrument of Appointment and Authorisation under section 224 of the Local Government Act – Prepared by James Magee**

Following the Sunsetting of the Building Regulations (10 year expiry Period) in 2016, the Interim Building Regulations 2017 which expired on June 3rd 2018, were introduced to enable the Proclamation of the Building Regulations 2018 to be introduced on the 2nd of June 2018.

The introduction of the new Regulations caused all previous Appointments & Authorisations to be made redundant, thereby requiring Councils to cause new Appointments & Authorisations to be created under the new 2018 Regulations.

**Recommendation**

That Council adopt the attached Instrument of Appointment and Authorisation under section 224 of the Local Government Act and endorse the Acting chief Executive Officers action of signing the Appointment and Authorisation on 4 June 2018.





**Yarriambiack Shire Council**

**Instrument of Appointment and Authorisation**

## Instrument of Appointment and Authorisation

In this instrument "**officer**" means -

Wayne Leslie Wilkie

**By this instrument of appointment and authorisation** Yarriambiack Shire Council -

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### PART A

1. under section 224 of *the Local Government Act 1989* - appoints Wayne Leslie Wilkie to be **an** authorised officer for the administration and enforcement of the *Building Act 1993*;  
  
the regulations made under each of those Acts  
  
the local laws made under the *Local Government Act 1989*  
  
and any other Act, regulation or local law which relates to the functions and powers of the Council;
- 

### PART B

2. under section 3 of the *Building Act 1993*, appoints the officer to be Municipal Building Surveyor for the purposes of the *Building Act 1993*.
- 

### PART C

3. under -  
section 232 of the *Local Government Act 1989* and section 241 of the *Building Act 1993* authorises Wayne Leslie Wilkie generally to institute proceedings and represent Council in proceedings for offences against the Acts, regulations and local laws described in this instrument.  
**It is declared that** this Instrument -
  - (a) comes into force immediately upon its execution;
  - (b) remains in force until varied or revoked.

This instrument is made by the Acting Chief Executive Officer, James Magee of the Yarriambiack Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **27 June 2018**.

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**James Magee**  
**Acting Chief Executive Officer**  
**Yarriambiack Shire Council**  
**Date: 4 June 2018**

### 11.5 Community Group Financial Assistance Scheme, June 2018 – Prepared by Gavin Blinman

Council received 20 applications for funding under the Community Group Financial Assistance Scheme. The total amount requested by the various organisations is \$9,426.76  
Summary of applications received:

	Organisation	Description	Amount Requested	Amount Funded
1	Beulah Bowling & Croquet Club	Cleaning equipment for green and surrounds	\$350.00	\$350.00
2	Beulah Park Trustees	Event: Colour run/walk - Beulah Yarriambiack Creek Mens Health	\$500.00	\$500.00
3	Brim Lions Club	Solar security light - Brim Weir Pool ramp and pontoon area	\$500.00	\$500.00
4	Dunmunkle Lodge	Kitchen equipment	\$500.00	\$500.00
5	Hopetoun & District A & P	New cabinet equipment for the show pavilion	\$500.00	\$500.00
6	Hopetoun & District Pre School Inc	Edging to surround the play equipment	\$500.00	\$500.00
7	Hopetoun Bowls Club	Plants for the new community area on the old bowls green	\$500.00	\$500.00
8	Hopetoun Recreation Reserve	To fence off tanks for safety purposes	\$500.00	\$500.00
9	Hopetoun Table Tennis Club	High bay LED light	\$500.00	\$500.00
10	Lake Marma Reserve Committee of Management	Replacement of frayed disc climber in the playground	\$445.00	\$445.00
11	Lascelles Progress Association	Watering system and new trees at Caravan Park	\$500.00	\$500.00
12	Minyip A & P Society	Computer equipment	\$500.00	\$500.00

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	<b>Organisation</b>	<b>Description</b>	<b>Amount Requested</b>	<b>Amount Funded</b>
<b>13</b>	Minyip Golf Club Inc	Shed	\$500.00	\$500.00
<b>14</b>	Minyip Progress Association	Establishment of a community garden	\$500.00	\$500.00
<b>15</b>	Murtoa Golf Club	Hand wash basin	\$250.00	\$250.00
<b>16</b>	Patchewollock Progress Association	Security cameras	\$399.00	\$399.00
<b>17</b>	SLAAM Inc / Murtoa and District Neighbourhood House	Tourism brochure holder stand	\$500.00	\$500.00
<b>18</b>	Warracknabeal Action Group	Warracknabeal enviro bags – No plastic bag program	\$500.00	\$500.00
<b>19</b>	Wheat City Derby Angels	Event – Statewide Stampede Roller Derby Tournament	\$500.00	\$500.00
<b>20</b>	Woomelang Men's Shed	Men's Shed restumping	\$482.76	\$482.76
		<b>Total</b>	<b>\$9426.76</b>	<b>\$9426.76</b>

**Recommendation**

That Council approve the above nominated projects under the 2017/2018 Community Group Financial Assistance Scheme.

**11.6 Fraud and Corruption Prevention Policy – prepared by Anita McFarlane**

The purpose of this policy is to demonstrate Council's approach to the prevention, identification and control of fraudulent and/or corrupt activity and responsibilities with Yarriambiack Shire Council.

This policy applies to all Councillors, Employees, Contractors, Volunteers and anyone undertaking business with the Yarriambiack Shire Council.

Fraud is not restricted to monetary or material benefits. It includes order to obtain unjust advantage, the theft of funds, assets or information, or the unauthorised use of Council assets as personal gain.

The objectives of this policy are:

- To ensure that all staff are aware of their responsibilities for identifying the exposures to fraudulent activities and for establishing controls and procedures for when it occurs
- To provide guidance to staff as to which action should be taken where they suspect any fraudulent activity. Ensure fairness of decision making, advice and review
- Provide appropriate training to all employees to ensure awareness of responsibilities and expectations
- To provide assurances that any and all suspected fraudulent activity will be fully investigated
- Taking appropriate action to investigate reports of suspected fraud or corruption
- To encourage employees to report matters that they suspect or are concerned about in regards to corrupt conduct, fraudulent activities or criminal involvement.

**Recommendation**

That Yarriambiack Shire Council adopts the Fraud and Corruption Prevention Policy as presented.

## FRAUD & CORRUPTION PREVENTION POLICY

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***Yarriambiack Shire Council encourages a working environment which promotes gender equality and models non-violent and respectful relationships.***

### **DEFINITIONS –**

**'Fraud'** means an internal dishonest act or omission done with the purpose of deceiving.

**'Corrupt conduct'** means where an officer has:

- corruptly acted or corruptly failed to act in the performance of functions of his or her office or employment; or
- corruptly taken advantage of his or her office or employment as a public officer to obtain any benefit for himself or herself or for another person.

### **1. PURPOSE**

The purpose of this policy is to demonstrate Council's approach to the prevention, identification and control of fraudulent and/or corrupt activity and responsibilities with Yarriambiack Shire Council.

### **2. STATEMENT**

This policy applies to all Councillors, Employees, Contractors, Volunteers and anyone undertaking business with the Yarriambiack Shire Council.

Fraud is not restricted to monetary or material benefits. It includes order to obtain unjust advantage, the theft of funds, assets or information, or the unauthorised use of Council assets as personal gain.

### **3. POLICY OBJECTIVES**

- To ensure that all staff are aware of their responsibilities for identifying the exposures to fraudulent activities and for establishing controls and procedures for when it occurs
- To provide guidance to staff as to which action should be taken where they suspect any fraudulent activity. Ensure fairness of decision making, advice and review
- Provide appropriate training to all employees to ensure awareness of responsibilities and expectations

- To provide assurances that any and all suspected fraudulent activity will be fully investigated
- Taking appropriate action to investigate reports of suspected fraud or corruption
- To encourage employees to report matters that they suspect or are concerned about in regards to corrupt conduct, fraudulent activities or criminal involvement

## **POLICY**

This policy applies across all work areas and operations of the Yarriambiack Shire Council.

Fraud is characterised by dishonest conduct or misuse of position or authority in order to obtain unjust advantage, the theft of funds, assets or information, or the unauthorised use of Council assets as personal gain. Most acts of fraud are criminal offences. Persons inside or outside the organisation, or both, can be responsible for fraud.

Fraud could have a significant impact on Council and the community, potentially reducing the quality of services delivered and adversely affecting Council's ability to achieve its objectives as set out in the Council Plan. In addition, Council's financial sustainability may be threatened and its reputation damaged.

Yarriambiack Shire Council is committed to protecting its revenue, expenditure and assets from attempts by any person, including contractors, agents or employees by preventing, deterring and responding appropriately to alleged fraudulent behaviour.

Council will not tolerate fraudulent acts and will ensure that all allegations of fraud are investigated confidentially, promptly and thoroughly.

Yarriambiack Shire Council seeks to maintain fraud prevention initiatives. These include consistency with Council's Staff and Councillor Code of Conduct and associated policies and procedures.

Allegations and concerns about fraudulent or corrupt activity may come from different sources such as:

- Members of public
- Other local authorities
- Councillors
- Council Managers and Staff
- Resulting from internal and external auditors

This policy is aimed at preventing, detecting and dealing fairly with matters relating to fraud.

#### **4. Responsibilities**

Council is responsible for the good governance of the municipality and for the protection of public money and assets, and Council's reputation. It is responsible for setting the highest standards of honesty and integrity in the provision of services to the community and the management of the organisation.

Fraud prevention rests with all levels of management and all employees have the responsibility to report suspected fraud. Any employee who suspects fraudulent activity must immediately notify their Manager/Supervisor/Team Leader or the Chief Executive Officer.

#### **5. Notification of Fraud**

Allegations of misconduct or fraud made by staff about other staff should be provided and that the allegations are made with honesty and without any improper motive.

Where an employee suspects that an act of fraud or fraudulent conduct is occurring or has occurred, that employee should report such suspicions to their immediate Manager/Supervisor/Team Leader or the Chief Executive Officer. Where the employee does not feel comfortable reporting suspicions to their Manager/Supervisor/Team Leader or the Chief Executive Officer they should report such matters to the Chief Executive Officer.

Anonymous reports may be directed to the CEO. Adequate supporting information to enable an investigation to be undertaken should be provided and should be clearly marked 'Private & Confidential'.

At all times confidentiality will be maintained and information disclosed only to those who need to know it, in order of any disciplinary action.

<b>Responsible Officer</b>	<b>Chief Executive Officer</b>
<b>Date</b>	<b>30 June 2018</b>
<b>Review date</b>	<b>30 June 2021</b>



**11.7 Corporate Credit Card Policy – prepared by Anita McFarlane**

The purpose of this policy is to ensure effective controls, policies and procedures are in place with respect to the use of Corporate Credit Cards.

The Principles of this policy are:

- Ensure transparency in Council's operations concerning the use of Corporate Credit Cards
- Ensure Council's resources are managed with integrity and diligence.

The objectives of this policy are:

- Fulfil all statutory requirements of the Local Government Act with respect to the use of Corporate Credit Cards
- To adopt best practice in developing a clear and comprehensive policy on the use of Corporate Credit Cards.

**Recommendation**

That Yarriambiack Shire Council adopts the Corporate Credit Card Policy as presented.

## CORPORATE CREDIT CARD POLICY

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*Yarriambiack Shire Council encourages a working environment which promotes gender equality and models non-violent and respectful relationships.*

### 1. PURPOSE

The policy is to ensure effective controls, policies and procedures are in place with respect to the use of Corporate Credit Cards.

### 2. PRINCIPLES

- Ensure transparency in Council's operations concerning the use of Corporate Credit Cards
- Ensure Council's resources are managed with integrity and diligence.

### 3. OBJECTIVES

- Fulfil all statutory requirements of the Local Government Act with respect to the use of Corporate Credit Cards.
- To adopt best practice in developing a clear and comprehensive policy on the use of Corporate Credit Cards

### 4. STRATEGIES

#### **Purpose of Corporate Credit Cards**

Corporate credit cards have been implemented to allow the Council to transact its business in a more efficient manner and at the same time provide Council Officers with a more convenient method to meet costs they incur on Council's behalf.

Corporate credit cards should be recognised as a valuable tool for the efficient and effective operation of Council's daily business and not as a benefit assigned to specific individuals. The use of corporate credit cards will create savings in staff administration time in matters such as arranging transport, accommodation and registration for attendance at conferences. It will also reduce the number of creditor creations that are required for one-off purchases.

It is intended to save time and paperwork in making purchases while still maintaining control of purchases through the monthly reconciliation process as well as reducing the need for Council staff to use their private credit card to conduct Council business.

## **Issuing of Cards**

The Chief Executive Officer has delegated authority to authorise the issuing of corporate credit cards to staff.

The Chief Financial Officer will be responsible for maintaining a register of the individual corporate credit cards including their associated limits and expiry dates.

Before anyone can become a cardholder it will be necessary for that person to provide adequate proof of identity to satisfy bank requirements of at least 100 identification points. Details of documents that can be used for identification are available from the Corporate Services Manager.

The Bank requires that a "Corporate Credit Card New Cardholder Details" form is completed and applicants will be provided with this form by the Corporate Services Manager.

The Corporate Services Manager will be responsible for obtaining approval of the Chief Executive Officer for the issue of a card and this will be recorded on a "Cardholder Approval and Acknowledgement" form. Each cardholder will be required to sign this form on receipt of the corporate credit card and acknowledge these policies and procedures.

## **Monthly Limit and Authorisations**

Each corporate credit card will have a monthly limit on expenditure and the expenditure is to be authorised by the person as indicated in the following table.

### *Monthly Expenditure Limit Authorisation*

- |                           |         |
|---------------------------|---------|
| • Mayor                   | \$1,000 |
| • Chief Executive Officer | \$5,000 |
| • Purchasing Officer      | \$2,500 |

## **Restrictions**

Corporate credit cards are not to be used for personal expenses under any circumstances.

Corporate credit cards should only be used for purchases of fuel for Council vehicles in an emergency. Staff should use their vehicle's fuel card for normal fuel purchases.

Use of the corporate credit cards for purchases over the internet should be restricted to trusted secure sites (sites with padlocks).

The cardholder will be personally liable for expenditure that can not be shown to be related to the business of the Yarriambiack Shire Council.

## **How Do I Use It?**

Corporate credit cards are to be used as a normal credit card, with the valid signature required to make any purchase. No cash advances are available from automatic teller machines or over the counter and BPay facilities are not available.

The card is for official Council business only and may not be used for personal items under any circumstances. The card is not linked to any form of award points and any personal award card or membership should not be used in conjunction with the use of the corporate credit card.

A Tax Invoice is required to be obtained for every purchase you make. This is required in reconciliations of the Corporate Credit Card statement at the end of each month.

If a transaction is done by telephone or by mail order, the cardholder will need to ensure that an appropriate Tax Invoice is obtained from the supplier and included with the monthly reconciliation.

Tax Invoices must contain the following components in order to comply with Taxation Law and allow Council to claim an input tax credit for the GST paid:

- Name of creditor
- The Australian Business Number (ABN) of the creditor
- Date of issue
- The quantity and a brief description of what is being supplied
- The name Yarriambiack Shire Council (being the recipient)
- The words 'Tax Invoice'
- The GST as a separate component OR the invoice total with a statement that 'Total includes GST'

All details of the purchase, including Tax Invoices are required to be obtained and retained to support the appropriate allocation of purchases at the end of each month.

Use of a corporate credit card will require the user to abide by Council's purchasing policies including purchasing from Council's preferred suppliers wherever possible.

If the corporate credit card is used to purchase software, especially if purchasing through the internet, it is necessary to liaise with Council's IT Unit to ensure the software is compatible and is capable of effective support and maintenance.

The credit limit of the individual cards is not to be exceeded.

## **Payment of Monthly Account**

The outstanding balance of each corporate credit card will be automatically debited to Council's bank account at the end of the month.

## **Reconciling Monthly Statements**

1. Each cardholder will be issued with a monthly statement listing all their transactions. It is the responsibility of the cardholder to match their supporting documentation to the monthly statement.
2. Monthly statements must be reconciled and returned to the Finance Department within seven days of receiving the statement.
3. When the monthly statement is received, a check is required to ensure all purchases that are supported by invoices retained.
4. Record next to each transaction:
  - The reason for the purchase e.g. *LGMA C onference – accommodation deposit – 5/1/09 – Canberra.*
  - The account number the purchase is to be costed to.
5. Attach tax invoices for all the purchases with GST and normal invoices for purchases without GST.

### **PLEASE NOTE:**

*Tax Invoices are necessary to enable Council to claim back the GST each month.*

6. For FBT purposes, expenses relating to the provision of entertainment must provide details of the total number of staff who attended, and the total number of attendees.
7. Sign and date the monthly corporate credit card statement at completion of the reconciliation.
8. The monthly corporate credit card statement, with all invoices attached, should then be authorised by the appropriate person as described in the Monthly Limit and Authorisations section of this policy.
9. The corporate credit card statement and all attachments are then to be sent to the Finance Department.
10. After processing, all corporate credit card statements will be kept by the Finance Department.
11. The Internal Auditor will include as part of the annual work plan, a periodical review of the supporting documentation in respect of the monthly corporate credit card statement.

## **Disputed Purchases**

Council is responsible for paying all accounts on the monthly corporate credit card statements and the bank will debit this amount to the Council's bank account at the end of the month.

The cardholder will be personally liable for expenditure that cannot be shown to be related to the business of the Yarriambiack Shire Council.

The Finance Department is to be notified of all disputed transactions.

When a dispute occurs, the cardholder should attempt to correct the situation with the merchant. In many cases a simple telephone call can clear up a problem without any delay. If unable to correct the situation, contact the Finance Department who will attempt to resolve the matter and may have to contact the bank for assistance.

The bank can assist with resolving some disputes with merchants, particularly those involving duplicated charges, non receipt of goods ordered or credits not processed after refund vouchers have been issued.

### **Terminating or Ceasing Employment**

Cards should be returned as soon as no longer required and if leaving the services of Council, should be returned, no later than the last day of employment.

### **Reporting Lost or Stolen Cards**

If a card is lost or stolen it is the cardholder's responsibility to immediately telephone National Australia Bank to report the loss.

The Chief Financial Officer should be contacted immediately and advised by the next business day and the cardholder should then complete a "Lost or Stolen Cards" form and forward it to the Finance Department.

A replacement card will be arranged and issued upon receipt from the bank.

### **Replacement Cards**

The card is valid for the period shown on the face of the card and the Bank will automatically reissue replacement cards to the Finance Department one month prior to the expiry date. The Finance Department will then update the register details in regard to the replacement card and issue it to the cardholder.

<b>Responsible Officer</b>	<b>Chief Executive Officer</b>
<b>Date</b>	<b>30 June 2018</b>
<b>Review date</b>	<b>30 June 2021</b>

**APPENDIX 1**

**AUTHORISATION TO ISSUE A CREDIT CARD**

**TO THE ADMINISTRATOR**

Please have a Credit Card issued in the following name and conditions;

Cardholder name: \_\_\_\_\_

Position: \_\_\_\_\_

Credit Limit per month (Card Limit) \$ \_\_\_\_\_ (\$2,000 if left blank)

Limit per transaction \$ \_\_\_\_\_ (Balance of card limit if left blank)

Authority to use Credit card for internet and telephone payments Yes/No

Transaction Type Restrictions

Chief Executive Officer / Mayor (Signature) \_\_\_\_\_

(Name) \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**ADMINISTRATOR**

Processed Application

Name \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Privacy Statement**

The information on this form is required to authorise the administrator to obtain the card and prepare the documentation for the Council Credit Card Agreement. The form will be securely stored by the credit card administrator and will be kept only for the period required by the Public Records Act 1973.

## APPENDIX 2

### COUNCIL CREDIT CARD AGREEMENT AND ACKNOWLEDGMENT BY CARDHOLDER

Cardholder name: \_\_\_\_\_

Position: \_\_\_\_\_

I understand and agree that the Council Credit Card is issued to me on the express understanding that I will, at all time, comply with the following conditions.

#### USE

I have read the Corporate Credit Card Policy and am aware of my responsibilities as a cardholder, and undertake to comply accordingly.

The Credit Card is the property of Yarriambiack Shire Council and is in my possession and under my strict control.

I will not permit the Credit Card to be used by any person other than myself.

I will only use the Credit Card for *official purposes*.

I will immediately report any suspected or known unauthorised use of the Credit Card to the *service provider* and the *Administrator*.

I will not use the Credit Card to pay for expenses that have already been claimed (or will be claimed) by any form of allowance.

I can only use the Credit Card to a maximum individual transaction and limit of the Card per month.

I acknowledge that misuse of the Corporate Credit Card will be treated as fraud.

My use of the Credit Card is subject to the following restrictions on transaction types (specify):

I hold a financial delegation that is at least equivalent to the transaction limit above.

#### MONTHLY RECONCILIATION

I will be issued with a monthly statement by the *service provider*.

I will ensure that all transactions that appear on the monthly statement are verified by me and that sufficient supporting documentation is attached to the monthly statement when it is submitted for approval.

I will ensure that goods or services paid for using the Credit Card are actually delivered or provided. I will ensure that each transaction appearing on the *service provider's* statement is appropriately coded for accounting purposes.

I will sign the monthly statement provided by the *service provider* to indicate that the transactions appearing on the statement have been made only for *official purposes*.



I will ensure that credits are requested in relation to transactions made using the Credit Card as soon as I become aware of the need for a credit, for example, where a goods or service is not delivered or not provided in accordance with original expectations.

**CHANGE IN CARDHOLDER DETAILS**

I will immediately advise the *Administrator* of any change in my name or contact details.

**UPON RESIGNATION OR TRANSFER**

I will immediately return my Credit Card to the *Administrator* if I resign or retire, or if my services as an *employee* of the Council are otherwise terminated, or if I take up a position at another Council, or if I am instructed to do so by the *Chief Executive Officer* or the *Administrator*.

**LOST OR STOLEN CARDS**

I will immediately report the loss or theft of my Credit Card to the *service provider* (24 hour service) and the *Administrator*.

**DECLARATION**

I confirm that I have access to only one Yarriambiack Shire Council Credit Card.

I acknowledge receipt of the rules entitled "Council Credit Card: Rules for Use and Administration" adopted on 14 March 2006.

I have been briefed on all aspects of the operation and use of the Credit Card.

Signature of *cardholder*.....

Signature of *Administrator* .....

Date.....

**Privacy Statement**

The information on this form is required to obtain a legal agreement on the terms and conditions between Council and the credit card holder on holding a council credit card. The form will be securely stored by the credit card administrator and will be kept only for the period the card holder has possession of the card and the period required by the Public Records Act 1973.

**11.8 Municipal Rate Relief – New Houses Policy - Prepared by Chantelle Pitt**

The objective of this policy is to encourage and provide incentive for the construction of new (or relocated) residential housing developments within the Yarriambiack Shire Council which include sustainable water and energy initiatives.

The freezing of municipal rates for new residential housing developments for a period of three years would assist owners with reduced rates for this period.

**Recommendation**

That Council adopt the reviewed Municipal Rate Relief – New Houses Policy as presented.

## **OBJECTIVE**

The Yarriambiack Shire Council wishes to encourage and provide incentive for the construction of new (or relocated) residential housing developments within this Shire which include sustainable water and energy initiatives.

The freezing of municipal rates for new residential housing developments for a period of three years would assist owners with reduced rates for this period. The new housing developments may be in a rural or urban area.

## **POLICY**

The Yarriambiack Shire Council will base its rate calculation on the following:

$$\frac{\text{Capital Improved Value} - \text{Value of New Residential Housing Development}}{\text{Rate Reduction}}$$

This rate calculation will be applied for a period of three years after the date of issue of Certificate of Occupancy for the new residential housing development.

At the end of the three year period the annual rate charge will be based on Council's Capital Improved Value, which will include the new housing development.

This policy does not apply to temporary housing or sheds.

### **Note:**

The rate reduction is only applicable to the annual rate charge. All other charges associated with the property (ie garbage service and recycling charges) will be as stated in Council's Annual Rate Declaration.

## **REQUIREMENTS**

The residence must comply with three of the five requirements, with the first one being compulsory to be eligible for municipal rate relief under this policy.

- Provision of a rain water tank with a minimum capacity of 13,000 litres with the entire residence to be plumbed to have the option of rain water or town supply (dual plumbing);
- Residence to be fitted with a solar hot water service or a heat pump hot water system;
- An EPA approved aerated wastewater treatment system for reuse to be installed;
- Residence to be fitted with photo voltaic panels of minimum 1kw capacity with connection to state power grid;
- Residence to be fitted with approved grey water reuse and irrigation system.
- Achieve a 7 star energy rating in accordance with provisions of Building Code of Australia Part 3.12.

## **IMPLEMENTATION**

This policy is applicable to housing developments with an occupancy certificate issued on or after the date of adoption of this policy. All applications must be made within one year from the date the occupancy certificate was issued. This policy supersedes all previously adopted Municipal Rate Relief – New Houses policies.

<b>Council Adoption Date</b>	<b>25 May 2016</b>
<b>Minute No</b>	<b>11.8</b>
<b>Review Date</b>	<b>25 May 2018</b>
<b>Officer Responsible</b>	<b>Chief Executive Officer</b>



## MUNICIPAL RATE RELIEF (NEW HOUSES) APPLICATION FORM

Return to: Revenue Officer  
Yarriambiack Shire Council  
PO Box 243  
WARRACKNABEAL VIC 3393  
Fax: 03 5398 2502

### Property Owner(s) Details:

Name: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

### Property Details:

Assessment Number (Shown on rates notice): \_\_\_\_\_  
Current Address of Property: \_\_\_\_\_

Occupancy Certificate Number: \_\_\_\_\_

Date Occupancy Certificate Issued: \_\_\_\_\_

### REQUIREMENTS

To be eligible for municipal rate relief, the residence must comply with three of the five requirements, with the first one being compulsory:

1. Provision of a rain water tank with a minimum capacity of 13,000 litres with the entire residence to be plumbed to have the option of rain water or town supply (dual plumbing)
2. Residence to be fitted with a solar hot water service or a heat pump hot water system
3. An EPA approved aerated wastewater treatment system for reuse to be installed
4. Residence to be fitted with photo voltaic panels of minimum 1kw capacity with connection to state power grid
5. Residence to be fitted with approved grey water reuse and irrigation system. Permit No. \_\_\_\_\_
6. Achieve a 7 star energy rating in accordance with provisions of Building Code of Australia Part 3.12.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Office Use Only

**11.9 Rates and Charges Hardship Policy – Prepared by Chantelle Pitt**

The purpose of this Policy is to assist Council's ratepayers in meeting financial obligations to Council by providing alternative payment arrangements for property based debts, where financial hardship is shown to exist.

This policy gives ratepayers the opportunity to present their case and to ensure they are treated in a consistent, equitable and confidential manner.

**Objectives**

- To provide assistance to ratepayers experiencing undue financial hardship and are unable to make payments through the standard options provided.
- To ensure that all applications for rate relief are treated equitably, promptly and confidentially.
- To ensure that other ratepayers are not disadvantaged by the granting of inappropriate rate relief.

**Recommendation**

That Council adopts the reviewed Rates and Charges Hardship Policy as presented.

## **1. PURPOSE**

The purpose of this policy is to assist Council's ratepayers in meeting financial obligations to Council by providing alternative payment arrangements for property based debts, where financial hardship is shown to exist.

This policy gives ratepayers the opportunity to present their case and to ensure they are treated in a consistent, equitable and confidential manner.

Council, in applying this policy, will ensure that wherever possible, all outstanding debts will eventually be recovered.

If Council becomes aware of any ratepayer who provides false or misleading information in order to gain assistance for which he/she would otherwise not be eligible the agreement with Council will become null and void and any charges which have been waived or deferred will be restored to the full amount.

## **2. OBJECTIVES**

- To provide assistance to ratepayers experiencing undue financial hardship and are unable to make payments through the standard options provided.
- To ensure that all applications for rate relief are treated equitably, promptly and confidentially.
- To ensure that other ratepayers are not disadvantaged by the granting of inappropriate rate relief.

## **3. LEGISLATION**

In accordance with sections 171 and 171A of the Local Government Act 1989, Council may waive rates and charges and interest due to financial hardship.

## **4. POLICY**

### **Background**

People who owe money to the Council sometimes find themselves in a situation of financial hardship. For the Council to insist on those amounts outstanding to be paid in full by the due date would exacerbate this financial hardship, as well as create additional psychological stress and anxiety.

### **Waiving Rates and Charges**

Rates and charges will generally not be waived. Any written application received by ratepayers to waive rates and charges will be presented to the Council in a confidential report for decision.

### **Waiving Interest**

Interest waivers fall under three categories:

- Administrative waiver
- Waiver on compassionate grounds
- Financial hardship waiver

**Administrative waiver** – Ratepayers may have interest waived (whole or part) in the event of an administrative issue, error or omission which is proven to have caused or significantly contributed to the failure to pay rates.

Some examples might include but are not limited to:

- Processing of a payment to an incorrect assessment causing interest to be charged incorrectly.
- Small balance write off where the cost to recover the debt would be higher than the debt itself. The maximum small balance write off in any one account will be \$15.00.

**Waiver on compassionate grounds** - Ratepayers may have interest waived (whole or part) where they have demonstrated compassionate grounds for a payment being late. Acceptable compassionate grounds would generally relate to family illness or death. In this event it will be necessary to obtain an acceptable arrangement to pay the outstanding amount. These waivers shall be one off and ratepayers will need to re-apply on each occasion a waiver is sought.

**Financial hardship waiver** - Ratepayers experiencing Financial hardship may apply to have interest waived (whole or part) provided they meet the following criteria:

- The ratepayer must be experiencing undue financial hardship.
- Where practicable the ratepayer must enter into an arrangement with Council on a payment schedule and perform against such an arrangement, which will be reviewed after 12 months.

Rates will still accrue however no interest will be charged or debt recovery action taken. The agreement to waive any interest will continue unless any of the following occurs:

- The ratepayer or their representative advises that the financial hardship conditions no longer exist.
- The ratepayer no longer owns or occupies the land.
- The ratepayer defaults in meeting any agreements with Council in regards to the waiver.

Any written application form (Attachment 1) received by ratepayers to waive interest will be presented to the Council in a confidential report for decision.

### **Rates and Charges Payment Arrangements**

Any ratepayer who does not qualify for a financial hardship waiver arrangement may still apply to pay outstanding rates and charges by way of a payment arrangement. Payment arrangements will attract penalty interest on outstanding balances, but allow ratepayers the required time to make payments without any legal action being undertaken by Council to recover rates and charges. Any ratepayer requiring a payment arrangement is urged to complete a payment agreement request form (Attachment 2).

### **Deferring Rates, Interest and Charges**

Council acknowledges that rates currently provide the majority of Council's recurrent income and therefore will not enter into any rate deferral arrangements with ratepayers.

<b>Council Adoption Date</b>	<b>28 October 2015</b>
<b>Minute No</b>	<b>11.9</b>
<b>Review Date</b>	<b>28 October 2017</b>
<b>Officer Responsible</b>	<b>Chief Executive Officer</b>



# Yarriambiack

SHIRE COUNCIL

## APPLICATION FOR WAIVER OF INTEREST

I / We hereby make application for waiver of interest under section 171(1) and 171A of the Local Government Act 1989. The details are:

<b>Property Address:</b>	<b>Assessment No. (As shown on rate notice)</b>
<b>Ratepayer's Name:</b>	<b>Postal Address:</b>
<b>Interest Amount:</b>	<b>Contact Telephone No.</b>
<b>Date:</b>	<b>Contact Telephone No. (Mobile)</b>

### REASON FOR REQUESTING WAIVER:


**SIGNATURE(S):** \_\_\_\_\_

**DATE:** \_\_\_\_\_

*Privacy Statement: The Yarriambiack Shire is committed to meeting the requirements set out in the Privacy and Data Protection Act 2014 in regards to management and handling of personal information. Consequently, Council will:*

- Only use personal information provided by you for the purposes for which it was collected and for any other authorised use.
  - Not disclose your personal information to a third party and will take all necessary measures to prevent unauthorised access or disclosure.
  - Ensure that your personal information is not disclosed to other institutions and authorities outside Council except if required or authorised by law.
- If you have any queries regarding this Privacy Statement, please contact Council's Information Privacy Officer.*





# Yarriambiack

SHIRE COUNCIL

## PAYMENT AGREEMENT REQUEST RATES AND CHARGES

<b>Property Address:</b>	<b>Assessment No. (As shown on rate notice)</b>
<b>Ratepayer's Name:</b>	<b>Postal Address:</b>
<b>Amount Outstanding:</b>	<b>Contact Telephone No.</b>
<b>Date:</b>	<b>Contact Telephone No. (Mobile)</b>

*Please circle one*

I / We will pay the amount outstanding by **WEEKLY / FORTNIGHTLY / MONTHLY / QUARTERLY** payments of \$\_\_\_\_\_ commencing \_\_\_\_ / \_\_\_\_ / \_\_\_\_ and acknowledge that the following conditions apply:

1. Interest will continue to be charged at the prescribed rate of interest as determined in accordance with the penalties interest act until the debt is paid in full;
2. Failure to maintain the agreement could result in legal recovery action being instituted without further notice;
3. Any costs associated with such action can be fully recovered by the council as part of the debt.

**Agreement forms are to be returned within seven (7) days, otherwise legal action may continue without further notice.**

**SIGNATURE(S):** \_\_\_\_\_

**DATE:** \_\_\_\_\_

*Privacy Statement: The Yarriambiack Shire is committed to meeting the requirements set out in the Privacy and Data Protection Act 2014 in regards to management and handling of personal information. Consequently, Council will:*

- Only use personal information provided by you for the purposes for which it was collected and for any other authorised use.
  - Not disclose your personal information to a third party and will take all necessary measures to prevent unauthorised access or disclosure.
  - Ensure that your personal information is not disclosed to other institutions and authorities outside Council except if required or authorised by law.
- If you have any queries regarding this Privacy Statement, please contact Council's Information Privacy Officer.*

**11.10 Proposed Sale of Industrial Land Hopetoun – Prepared By Bernie Naylor**

Council received an offer of \$16,500 to purchase Lot 2 on Plan of Subdivision 725805N being located in Corrong Court, Hopetoun – (Industrial Estate).

This matter was discussed at a previous Council Forum meeting.

Under Section 189 of the Local Government Act, Council is required to advertise their intention to sell the abovementioned land with submissions closing on Friday 27<sup>th</sup> April, 2018.

Council is also required to obtain a valuation of the land prior to the sale of any Council property.

Council has now undertaken our obligations under section 189 of the Local Government Act and has both advertised and obtained a valuation of Lot 2 on Plan of Subdivision 725805N being located in Corrong Court, Hopetoun – (Industrial Estate)

The valuation received by the Valuer is \$15,000 and Council received no submissions in relation to the sale of this land.

As Council would be aware we have included a clause in our contracts of sale to ensure that industrial land is now developed within a specified time frame, as detailed below:-

The purchasers must at their own expenses:-

- (a) Once the deposit is paid the purchaser must lodge and obtain a planning permit for the development prior to final settlement.  
An extended settlement period will be available of duration agreeable by both parties to enable the planning permit to be obtained.
- (b) Apply for and do all things reasonable necessary to obtain a building permit and any other permits to develop the land in accordance with those plans;
- (c) Comply with (b) and complete all construction within three years of settlement of this Contract.

The deposit has been paid and the proposed purchaser has applied for their planning permit.

**Recommendation**

That Council proceed with the sale of Lot 2 on Plan of Subdivision 725805N being located in Corrong Court, Hopetoun – (Industrial Estate), for the sale price of \$16,500; once the planning permit is obtained and conditions of sale satisfied.

**12 GENERAL BUSINESS** (including strategic direction and specific issues)

**13 CLOSED SESSION**

**14 MINUTES FROM MEETINGS**

**15 ATTACHMENTS / REPORTS**

Planning Permit Activity Report for May 2018  
Income Statement by Resources for May 2018  
Income Statement by Department for May 2018  
Summary of Major Income and Expenses by Resources for May 2018  
Capital Expenditure for May 2018  
Summary of Capital Works for May 2018  
Balance Sheet as at 31 May 2018  
Summary of Balance Sheet as at 31 May 2018  
Rates Report – June 2018

**16 NEXT MEETING**

The next meeting of Council will be held on Wednesday, 25 July 2018 at 9:30am at Warracknabeal.

**17 CLOSE**

\_\_\_\_\_  
**Mayor**

Application Identifier	Application type	Property Location			Applicant Details					Date Application Received	Proposed Land Use	Responsible Authority Outcome	Date of Responsible Authority Outcome
		Street Address		Crown Description	Name	Address							
		Street Number, Name,	Locality	Allotment, Section, Parish/Township		Line One	Street Number, Name, Type	Locality	State				
											3.3	4.1	
TP30-17	New application	19 Carol St	Minyip	CA6 Sec 21 Parish of Nullan	Mudher Architects P/L	Jasvinder Mudher	16 Mossdale Ct	Templestone	Vic	08/08/2017	Residential / Accomodation	In progress	
TP24-18	New application	CA 2E, Austin St	Hopetoun	CA 2E Parish Gorya	Lake Lascelles Committee	Peter Poulton	30 Austin St	Hopetoun	Vic	27/03/2018	Leisure and recreation	Permit issued by a delegate of the Responsible Authority	07/05/2018
TP27-18	New application	23 Gardiner St	Warracknabeal		Carol Miller		23 Gardiner St	Warracknabeal	Vic	16/04/2018	Residential / Accomodation	Notice of decision issued by delegate of the Responsible Authority	07/05/2018
TP28-18	New application	25 Layfield St	Rosebery		Cheryl Dabonde		25 Layfield St	Rosebery	Vic	19/04/2018	Residential / Accomodation	Withdrawn	22/05/2018
TP29-18	New application	14 Austin St	Hopetoun	CA1 Parish Goyura	Hopetoun IGA	Michael Langdon	14 Austin St	Hopetoun	Vic	26/04/2018	Retail premises	Permit issued by a delegate of the Responsible Authority	07/05/2018
TP30-18	New application	56 Dumbouy Rd	Warracknabeal		Rhonda Russell		PO Box 69	Warracknabeal	Vic	26/04/2018	Residential / Accomodation	Permit issued by a delegate of the Responsible Authority	31/05/2018
TP31-18	New application	87 Lyle St	Warracknabeal	CA 13, Sec 19, Parish of Werrigar	Ambulance Victoria	Gus Wade	PO Box 2000	Doncaster	Vic	26/04/2018	Other land use	In progress	
TP32-18	New application	103 Nuske Rd	Boolite	CA 34, Parish of Dunmunkle	NG & BA Nuske Holdings Pty Ltd	Barry Nuske	PO Box 108	Minyip	Vic	01/05/2018	Agriculture	In progress	
TP33-18	New application	972 Gaulkes Rd	Kellalac	CA27, Parish of Kellalac	Action Steel Sheds	Alan Crick	20-24 Playford St	Stawell	Vic	09/05/2018	Agriculture	Permit issued by a delegate of the Responsible Authority	22/05/2018
TP34-18	New application	Lot 19, Sec 24 Foundry St	Minyip	Lot 19, Sec 24	Minyip Progress Association	Peter Haney	12 Market St	Minyip	Vic	15/05/2018	Leisure and recreation	In progress	
TP35-18	New application	89 Mellis Rd	Warracknabeal	82, 82D, Parish of Werrigar	Scott Somers		64 Lyle St	Warracknabeal	Vic	15/05/2018	Agriculture	Permit issued by a delegate of the Responsible Authority	22/05/2018
TP36-18	New application	36 Devereux St	Warracknabeal		Obstley Pty Ltd	John Hadley	16 Hewitt St	Warracknabeal	Vic	15/05/2018	Industry and warehouse	In progress	
TP37-16	New application	432 Kewell School Rd	Kewell	CA45 Parish of Jung Jung, CA31 Parish Ashens	Tim Driller	Ferguson and Perry	62 McLachlan Street	Horsham	Vic	22/05/2018	Agriculture	In progress	
TP38-16	New application	51 Molyneaux St	Warracknabeal	CA18, Sec 17, Parish of Werrigar	Fisher Planning Pty Ltd	Warrick Fisher	67 Deakin St	Mildura	Vic	23/05/2018	Residential / Accomodation	In progress	
TP39-18	New application	187 Minyip-Coromby Rd	Minyip	CA 180 (Pt), Parish of Nullan	Minyip & District Field & Game Club	Bruce Crafter	Private Bag 115	Horsham	Vic	28/05/2018	Leisure and recreation	In progress	
TP40-18	New application	48 Lake St	Murtoa	Lot 12 Sec 27, Parish of Marma	Murtoa RSL Sub Branch	Steve Thomas	PO Box 4	Murtoa	Vic	30/05/2018	Leisure and recreation	In progress	

**YARRIAMBIACK SHIRE COUNCIL**  
**INCOME STATEMENT BY RESOURCES**  
**FOR MAY 2018**

	2014/2015 Budget	2014/2015 Actuals	2015/2016 Budget	2015/2016 Actuals	2016/2017 Budget	2016/2017 Actuals	May Actuals	2017/2018 Budget	YTD Actuals	Forecast	YTD Variance	YTD % Variance
<b>Income</b>												
Asset Disposal & Fair Value Adjustments	\$ (400,000)	\$ (375,190)	\$ (297,800)	\$ 403,000	\$ (290,000)	\$ 139,000	\$ (5,182)	\$ (273,000)	\$ (298,600)	\$ (373,000)	\$ 25,600	(9%)
Contributions, Donations & Reimbursement	\$ (309,839)	\$ (264,320)	\$ (235,911)	\$ (85,000)	\$ (189,667)	\$ (391,000)	\$ (18,251)	\$ (271,459)	\$ (240,846)	\$ (446,908)	\$ (30,613)	11%
Government Grants & Charges	\$ (9,225,566)	\$ (11,155,366)	\$ (8,870,887)	\$ (8,259,000)	\$ (10,391,348)	\$ (13,340,000)	\$ (1,132,768)	\$ (10,714,510)	\$ (7,290,294)	\$ (7,733,547)	\$ (3,424,216)	32%
Interest Income	\$ (139,921)	\$ (138,836)	\$ (107,021)	\$ (128,000)	\$ (78,797)	\$ (122,000)	\$ (68,439)	\$ (79,910)	\$ (122,008)	\$ (90,210)	\$ 42,098	(53%)
Rates & Charges	\$ (10,594,460)	\$ (10,827,963)	\$ (11,314,254)	\$ (11,348,000)	\$ (11,618,925)	\$ (11,645,000)	\$ 274	\$ (11,867,562)	\$ (11,938,808)	\$ (11,884,318)	\$ 71,246	(1%)
User Charges, Fees & Fines	\$ (1,051,752)	\$ (1,163,322)	\$ (1,028,072)	\$ (1,144,000)	\$ (1,325,330)	\$ (1,172,000)	\$ (60,366)	\$ (1,290,042)	\$ (1,301,904)	\$ (1,403,428)	\$ 11,862	(1%)
Other Income	\$ -	\$ -	\$ -	\$ (214,000)	\$ -	\$ 126,000	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>Income Total</b>	<b>\$ (21,721,538)</b>	<b>\$ (23,924,996)</b>	<b>\$ (21,853,945)</b>	<b>\$ (20,775,000)</b>	<b>\$ (23,894,067)</b>	<b>\$ (26,405,000)</b>	<b>\$ (1,284,732)</b>	<b>\$ (24,496,483)</b>	<b>\$ (21,192,460)</b>	<b>\$ (21,931,411)</b>	<b>\$ (3,304,023)</b>	<b>13%</b>
<b>Expenditure</b>												
Asset Disposal & Fair Value Adjustments	\$ 300,412	\$ 944,791	\$ 309,424	\$ -	\$ 318,707	\$ -	\$ -	\$ 328,268	\$ -	\$ 328,268	\$ 328,268	100%
Bad & Doubtful Debts	\$ -	\$ 36,998	\$ -	\$ 17,000	\$ -	\$ 27,000	\$ -	\$ -	\$ 150	\$ 300	\$ (150)	0%
Contributions & Donations	\$ 892,342	\$ 851,753	\$ 977,245	\$ 767,000	\$ 994,453	\$ 842,000	\$ 5,813	\$ 837,682	\$ 742,750	\$ 792,460	\$ 94,932	11%
Depreciation Amortisation & Impairment	\$ 6,251,313	\$ 6,568,314	\$ 6,438,426	\$ 6,453,000	\$ 6,631,593	\$ 6,960,000	\$ -	\$ 6,830,554	\$ -	\$ 6,830,554	\$ 6,830,554	100%
Employee Costs	\$ 7,637,865	\$ 7,403,109	\$ 7,770,428	\$ 7,607,000	\$ 8,056,020	\$ 7,904,000	\$ 587,093	\$ 8,323,461	\$ 7,353,739	\$ 7,958,386	\$ 969,722	12%
Finance Costs	\$ 72,866	\$ 108,979	\$ 123,396	\$ 53,000	\$ 127,097	\$ 51,000	\$ 33	\$ 124,789	\$ 3,541	\$ 50,515	\$ 121,248	97%
Materials	\$ 5,215,260	\$ 4,955,062	\$ 4,633,460	\$ 5,105,000	\$ 4,701,554	\$ 5,586,000	\$ 446,010	\$ 6,425,442	\$ 4,696,143	\$ 5,598,665	\$ 1,729,299	27%
Other Expenses	\$ 1,357,868	\$ 1,333,339	\$ 1,299,629	\$ 1,289,000	\$ 1,325,239	\$ 1,472,000	\$ 55,254	\$ 1,342,658	\$ 1,221,001	\$ 1,362,388	\$ 121,657	9%
<b>Expenditure Total</b>	<b>\$ 21,727,926</b>	<b>\$ 22,202,345</b>	<b>\$ 21,552,008</b>	<b>\$ 21,291,000</b>	<b>\$ 22,154,663</b>	<b>\$ 22,842,000</b>	<b>\$ 1,094,203</b>	<b>\$ 24,212,854</b>	<b>\$ 14,017,325</b>	<b>\$ 22,921,536</b>	<b>\$ 10,195,529</b>	<b>42%</b>
<b>Total</b>	<b>\$ 6,388</b>	<b>\$ (1,722,651)</b>	<b>\$ (301,937)</b>	<b>\$ 516,000</b>	<b>\$ (1,739,404)</b>	<b>\$ (3,563,000)</b>	<b>\$ (190,529)</b>	<b>\$ (283,629)</b>	<b>\$ (7,175,135)</b>	<b>\$ 990,125</b>	<b>\$ 6,891,506</b>	

**YARRIAMBIA SHIRE COUNCIL**  
**INCOME STATEMENT BY DEPARTMENT**  
**FOR MAY 2018**

	2014/2015 Budget	2014/2015 Actuals	2015/2016 Budget	2015/2016 Actuals	2016/2017 Budget	2016/2017 Actuals	May Actuals	2017/2018 Budget	YTD Actuals	Forecast	YTD Variance	YTD % Variance
<b>Income</b>												
Community Services	\$ (1,974,579)	\$ (2,215,881)	\$ (1,863,121)	\$ (2,403,000)	\$ (2,038,586)	\$ (2,732,000)	\$ (210,922)	\$ (2,598,413)	\$ (2,361,629)	\$ (2,650,597)	\$ (236,784)	9%
Corporate Services	\$ (14,552,348)	\$ (17,406,375)	\$ (15,348,378)	\$ (12,227,000)	\$ (15,670,301)	\$ (17,549,000)	\$ (722,540)	\$ (15,802,864)	\$ (13,734,258)	\$ (13,661,996)	\$ (2,068,606)	13%
Economic Development	\$ (988,531)	\$ (1,047,968)	\$ (268,264)	\$ (596,000)	\$ (380,734)	\$ (416,000)	\$ (22,553)	\$ (444,809)	\$ (374,909)	\$ (507,604)	\$ (69,900)	16%
Engineering	\$ (2,725,221)	\$ (1,476,163)	\$ (2,749,800)	\$ (3,633,000)	\$ (4,393,033)	\$ (3,645,000)	\$ (289,962)	\$ (3,217,128)	\$ (2,840,212)	\$ (3,052,250)	\$ (376,916)	12%
Recreation & Culture & Leisure	\$ (264,361)	\$ (486,460)	\$ (360,970)	\$ (615,000)	\$ (127,293)	\$ (583,000)	\$ (8,182)	\$ (271,015)	\$ (115,792)	\$ (241,165)	\$ (155,223)	57%
Regulatory Services	\$ (157,739)	\$ (160,509)	\$ (147,663)	\$ (197,000)	\$ (129,543)	\$ (327,000)	\$ (25,545)	\$ (147,040)	\$ (226,022)	\$ (248,451)	\$ 78,982	(54%)
Waste & Environment	\$ (1,058,759)	\$ (1,131,638)	\$ (1,115,749)	\$ (1,104,000)	\$ (1,154,577)	\$ (1,153,000)	\$ (5,028)	\$ (2,015,214)	\$ (1,539,638)	\$ (1,569,348)	\$ (475,576)	24%
<b>Income Total</b>	<b>\$ (21,721,538)</b>	<b>\$ (23,924,996)</b>	<b>\$ (21,853,945)</b>	<b>\$ (20,775,000)</b>	<b>\$ (23,894,067)</b>	<b>\$ (26,405,000)</b>	<b>\$ (1,284,732)</b>	<b>\$ (24,496,483)</b>	<b>\$ (21,192,460)</b>	<b>\$ (21,931,411)</b>	<b>\$ (3,304,023)</b>	<b>13%</b>
<b>Expenditure</b>												
Community Services	\$ 2,750,681	\$ 2,653,577	\$ 2,784,790	\$ 2,788,000	\$ 2,963,344	\$ 2,852,000	\$ 179,343	\$ 2,827,218	\$ 2,269,613	\$ 2,812,354	\$ 557,605	20%
Corporate Services	\$ 1,928,109	\$ 1,652,233	\$ 1,971,414	\$ 1,832,000	\$ 1,922,415	\$ 1,588,000	\$ 97,143	\$ 2,013,837	\$ 1,555,090	\$ 1,932,285	\$ 458,747	23%
Economic Development	\$ 1,020,560	\$ 1,248,749	\$ 772,285	\$ 810,000	\$ 990,318	\$ 1,143,000	\$ 38,363	\$ 1,283,369	\$ 980,538	\$ 1,275,790	\$ 302,831	24%
Engineering	\$ 11,069,421	\$ 11,838,719	\$ 10,954,703	\$ 10,923,000	\$ 11,295,342	\$ 11,866,000	\$ 418,173	\$ 11,913,378	\$ 4,954,901	\$ 11,877,514	\$ 6,958,477	58%
Governance	\$ 1,012,911	\$ 865,027	\$ 1,080,027	\$ 917,000	\$ 1,140,638	\$ 996,000	\$ 46,294	\$ 1,053,792	\$ 846,113	\$ 1,069,397	\$ 207,679	20%
Recreation & Culture & Leisure	\$ 1,377,604	\$ 1,292,057	\$ 1,344,019	\$ 1,365,000	\$ 1,137,279	\$ 1,781,000	\$ 15,929	\$ 1,517,255	\$ 922,027	\$ 1,347,226	\$ 595,228	39%
Regulatory Services	\$ 663,416	\$ 663,719	\$ 662,004	\$ 611,000	\$ 662,815	\$ 590,000	\$ 40,195	\$ 651,819	\$ 477,381	\$ 569,038	\$ 174,438	27%
Waste & Environment	\$ 1,905,224	\$ 1,988,264	\$ 1,982,766	\$ 2,045,000	\$ 2,042,512	\$ 2,026,000	\$ 258,764	\$ 2,952,186	\$ 2,011,661	\$ 2,037,932	\$ 940,525	32%
<b>Expenditure Total</b>	<b>\$ 21,727,926</b>	<b>\$ 22,202,345</b>	<b>\$ 21,552,008</b>	<b>\$ 21,291,000</b>	<b>\$ 22,154,663</b>	<b>\$ 22,842,000</b>	<b>\$ 1,094,203</b>	<b>\$ 24,212,854</b>	<b>\$ 14,017,325</b>	<b>\$ 22,921,536</b>	<b>\$ 10,195,529</b>	<b>42%</b>
<b>Total</b>	<b>\$ 6,388</b>	<b>\$ (1,722,651)</b>	<b>\$ (301,937)</b>	<b>\$ 516,000</b>	<b>\$ (1,739,404)</b>	<b>\$ (3,563,000)</b>	<b>\$ (190,529)</b>	<b>\$ (283,629)</b>	<b>\$ (7,175,135)</b>	<b>\$ 990,125</b>	<b>\$ 6,891,506</b>	

**Yarriambiack Shire Council**  
**Summary of major Income and Expenditure by Resources for May**

<b>Income</b>			
Contribution & Donations	Income protection staff contribution	\$ 4,692	
	Income protection recoupment	\$ 11,640	
	Workcover recoupment	\$ 1,919	
Government Grants & Charges	Grants Commission - General Grant	\$ 406,418	
	Grants Commission - Local Roads	\$ 242,251	
	Roads to Recovery	\$ 187,319	
	Drought Funding - Murtoa Neighbourhood House (final payment)	\$ 111,274	
	DHHS - HACC Funding	\$ 98,176	
	Regional Aviation Access Programme - Hopetoun Aerodrome	\$ 80,000	
	DHHS - Community Shade Grant - Hopetoun Swimming Pool	\$ 4,050	
	DHHS - Solar Heating System - Beulah Swimming Pool (final payment)	\$ 3,280	
	Interest Income	Interest received	\$ 4,781
		Interest Rates	\$ 35,404
Interest Other		\$ 18,469	
Interest FSPL		\$ 9,784	
User Charges	Caravan Park Fees	\$ 22,041	
	Planning Fees & Permits	\$ 11,205	
	Building Fees & Permits	\$ 8,639	
	HACC & Brokerage Fees	\$ 199	
	Lease Income (motor vehicles)	\$ 5,885	
	Waste Disposal Fees	\$ 4,537	
	Animal Fees & Charges	\$ 4,115	
	Leisure Centre Fees	\$ 182	
	Memberships	\$ 655	
	HRCC - Dimboola Minyip Road		
<b>Total Income for May</b>		<b>\$ 1,284,732</b>	

<b>Expenditure</b>		
Employee Costs	Salaries & Wages & Oncosts (includes Annual Leave, Sick Leave, Long Service Leave etc)	\$ 506,078
	Councillor Allowances	\$ 15,172
	Workcover	\$ 5,102
	Superannuation	\$ 46,766
	Conferences & Training	\$ 7,073
	Travelling	\$ 5,209
	Materials	Contracts - (includes Wimmera Mallee Waste, Civica, Skillinvest, Simpson Personnel, Horsham Rural City Council etc)
Materials		\$ 107,895
Fuel		\$ 64,228
Valuation Services		\$ 25,589
Plant Hire (External)		\$ 14,383
Plant hire (Internal)		\$ (89,599)
Power		\$ 11,224
Telephone		\$ 8,613
Cost of Meals		\$ 15,087
Consultants		\$ 16,209
Tools & Equipment		\$ 4,452
Radio Charges		\$ 2,274
Software Purchases & upgrade		\$ 2,105
Contributions & Donations	Yaapeet Community Club - Annual contribution	\$ 3,142
	Hopetoun & District Preschool - Computer Grant	\$ 1,500
	Woomelang & District Development Association Inc - Annual contribution	\$ 1,170
Other Expenses	Bank Fees	\$ (2,261)
	Lease Expenses	\$ 15,886
	OH&S Supplies	\$ 15,800
	Water	\$ 10,564
	Printing & Photocopying	\$ 6,135
	Postage	\$ 3,284
	Stationery	\$ 1,618
	Advertising	\$ 1,227
	Subscriptions	\$ 1,584
<b>Total Expenditure for May</b>		<b>\$ 1,094,203</b>

**YARRIAMBIACK SHIRE COUNCIL  
CAPITAL EXPENDITURE FOR MAY 2018**

	2014/2015 Budget	2014/2015 Actuals	2015/2016 Budget	2015/2016 Actuals	2016/2017 Budget	2016/2017 Actuals	May Actuals	2017/2018 Budget	YTD Actuals	Forecast	YTD Variance	YTD % Variance
<b>01929 - Administration - Capital</b>												
0900 - Building Capital Works	\$ 5,000	\$ 17,910	\$ 30,000	\$ 28,021	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 13,890	\$ 20,367	\$ (8,890)	(178%)
0910 - Furniture & Equipment Capital Works	\$ 2,000	\$ -	\$ 2,060	\$ -	\$ 2,000	\$ 6,360	\$ -	\$ 2,000	\$ -	\$ 1,000	\$ 2,000	100%
<b>01939 - Asset Management - Capital</b>												
0920 - Computer / IT Capital Works	\$ -	\$ 6,528	\$ 39,500	\$ 77,065	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>01949 - Information Technology - Capital</b>												
0920 - Computer / IT Capital Works	\$ 20,000	\$ 6,258	\$ 20,000	\$ 1,636	\$ 25,450	\$ 82,563	\$ -	\$ 77,000	\$ 49,267	\$ 50,000	\$ 27,733	36%
<b>02919 - HACC Administration - Capital</b>												
0910 - Furniture & Equipment Capital Works	\$ -	\$ 2,800	\$ -	\$ 3,436	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
0920 - Computer / IT Capital Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,800	\$ -	\$ -	\$ 6,128	\$ 6,128	\$ (6,128)	0%
<b>02000 - Housing</b>												
0900 - Building Capital Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,424	\$ -	\$ -	\$ 6,211	\$ 6,210	\$ (6,211)	0%
<b>02929 - MECC - Capital</b>												
0910 - Furniture & Equipment Capital Works	\$ 2,228	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	100%
<b>02939 - Senior Citizens - Capital</b>												
0900 - Building Capital Works	\$ 80,000	\$ 288	\$ 95,000	\$ 96,990	\$ 5,000	\$ 13,436	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	100%
<b>02949 - Environmental Health - Capital</b>												
0910 - Furniture & Equipment Capital Works	\$ -	\$ -	\$ -	\$ 4,043	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ 1,715	\$ 2,000	\$ 285	14%
<b>02959 - Animal Pound - Capital</b>												
0930 - Animal Pound - Capital Works	\$ -	\$ -	\$ -	\$ 14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>02969 - Maternal &amp; Child Health - Capital</b>												
0900 - Building Capital Works	\$ 20,000	\$ 70,732	\$ 6,556	\$ 11,987	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
0920 - Computer / IT Capital Works	\$ 2,500	\$ -	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,925	\$ -	\$ (1,925)	0%
<b>02979 - Fire Hydrants - Capital</b>												
0965 - Fire Hydrants - Capital	\$ -	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 166,500	\$ 175,005	\$ 175,004	\$ (8,505)	(5%)
<b>02989 - Preschools - Capital</b>												
0900 - Building Capital Works	\$ 43,000	\$ 487	\$ 5,000	\$ 7,120	\$ 5,000	\$ 5,040	\$ -	\$ -	\$ -	\$ 8,000	\$ -	0%
<b>03909 - Industrial Estate - Capital</b>												
0905 - Industrial Estate Capital Works	\$ 35,000	\$ -	\$ 15,000	\$ 11,045	\$ 28,000	\$ 30,447	\$ -	\$ 16,500	\$ -	\$ -	\$ 16,500	100%
<b>03919 - Caravan Parks - Capital</b>												
0900 - Building Capital Works	\$ 76,000	\$ 57,525	\$ 10,000	\$ 34,562	\$ 30,000	\$ 36,906	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	100%
0910 - Furniture & Equipment Capital Works	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 500	\$ -	\$ -	\$ 2,000	\$ 2,615	\$ 3,500	\$ (615)	(31%)
<b>03929 - Public Amenities - Capital</b>												
0900 - Building Capital Works	\$ 5,000	\$ -	\$ 70,000	\$ 77,848	\$ 5,000	\$ 24,822	\$ -	\$ 5,000	\$ 32	\$ 32	\$ 4,968	99%
<b>04929 - Library - Capital</b>												
0900 - Building Capital Works	\$ -	\$ -	\$ -	\$ -	\$ 185,000	\$ 56,874	\$ -	\$ 150,000	\$ 104,623	\$ 104,622	\$ 45,377	30%
<b>04939 - Hall - Capital</b>												
0900 - Building Capital Works	\$ 48,000	\$ 48,459	\$ 50,000	\$ 2,588	\$ 70,000	\$ 7,196	\$ -	\$ 264,000	\$ 207,444	\$ 207,458	\$ 56,556	21%
<b>05909 - Parks &amp; Playgrounds - Capital</b>												
0975 - Playground Capital Works	\$ 21,630	\$ 105,386	\$ 10,000	\$ 40,475	\$ 15,300	\$ 77,711	\$ 436	\$ 10,000	\$ 13,686	\$ 13,249	\$ (3,686)	(37%)
<b>05919 - Recreation Reserve - Capital</b>												
0900 - Building Capital Works	\$ -	\$ -	\$ 348,000	\$ 360,120	\$ -	\$ 91,951	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>05939 - Swimming Pool - Capital</b>												
0900 - Building Capital Works	\$ 20,000	\$ -	\$ 20,000	\$ 9,091	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ 10,000	\$ 5,000	100%
<b>05949 - Sporting Complex - Capital</b>												
0900 - Building Capital Works	\$ 5,000	\$ 37,330	\$ 5,000	\$ -	\$ 28,625	\$ -	\$ -	\$ 50,000	\$ 12,201	\$ 20,000	\$ 37,799	76%
0910 - Furniture & Equipment Capital Works	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ 2,941	\$ 2,941	\$ (2,941)	0%
<b>05959 - Gymnasium - Capital</b>												
0910 - Furniture & Equipment Capital Works	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ 3,000	\$ 4,000	0%
<b>05969 - Bowling Clubs - Capital</b>												
0900 - Building Capital Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
<b>06909 - Local Roads - Capital</b>												
0935 - Urban Road Construction	\$ 186,000	\$ 255,868	\$ 191,120	\$ 148,838	\$ 341,810	\$ 144,996	\$ -	\$ 441,894	\$ -	\$ 224,371	\$ 441,894	100%
0940 - Rural Road Construction	\$ 2,363,544	\$ 2,605,985	\$ 2,325,481	\$ 2,343,459	\$ 2,333,145	\$ 1,919,879	\$ 207,636	\$ 2,000,583	\$ 1,859,554	\$ 2,020,582	\$ 141,029	7%
0945 - Reseals	\$ 229,911	\$ 231,432	\$ 336,912	\$ 474,718	\$ 800,128	\$ 411,747	\$ 807	\$ 500,564	\$ 503,614	\$ 483,309	\$ (3,050)	(1%)
0950 - Resheets	\$ 1,178,760	\$ 1,465,280	\$ 1,135,608	\$ 1,413,615	\$ 1,124,777	\$ 1,185,546	\$ 150,574	\$ 1,127,948	\$ 1,253,839	\$ 1,096,828	\$ (125,891)	(11%)
0955 - Shoulder Resheets	\$ 378,721	\$ 489,651	\$ 376,840	\$ 976,387	\$ 362,937	\$ 337,801	\$ 15,290	\$ 350,256	\$ 221,479	\$ 358,136	\$ 128,777	37%
<b>06919 - Footpath - Capital</b>												
0980 - Footpath Construction	\$ 201,337	\$ 136,014	\$ 211,992	\$ 144,166	\$ 166,956	\$ 177,736	\$ 4,522	\$ 126,298	\$ 118,217	\$ 113,795	\$ 8,081	6%
<b>06929 - Bridge - Capital</b>												
0990 - Bridge Construction	\$ 32,726	\$ -	\$ 33,764	\$ 11,990	\$ 114,834	\$ 90,240	\$ -	\$ 23,200	\$ -	\$ -	\$ 23,200	100%
<b>06939 - Kerb &amp; Channel - Capital</b>												
0985 - Kerb & Channel Construction	\$ 300,000	\$ 278,972	\$ 311,410	\$ 333,406	\$ 169,336	\$ 149,338	\$ -	\$ 209,000	\$ 89,596	\$ 220,000	\$ 119,404	57%
<b>06959 - Aerodrome - Capital</b>												
0900 - Building Capital Works	\$ -	\$ 22,542	\$ -	\$ 419,084	\$ -	\$ 145,741	\$ 63,636	\$ 150,000	\$ 156,237	\$ 178,000	\$ (6,237)	0%
0950 - Resheets	\$ 150,000	\$ 37,980	\$ 530,458	\$ 26,435	\$ 120,000	\$ 3,425	\$ -	\$ 50,000	\$ -	\$ 22,000	\$ 50,000	100%
<b>06979 - Depot - Capital</b>												
0900 - Building Capital Works	\$ 250,000	\$ 275,601	\$ 108,000	\$ 323,606	\$ 145,000	\$ 60,611	\$ -	\$ 120,000	\$ 99,368	\$ 120,000	\$ 20,632	17%
<b>07909 - Drainage - Capital</b>												
0995 - Drainage Construction	\$ 33,297	\$ 50,478	\$ 35,000	\$ -	\$ 71,399	\$ 23,620	\$ -	\$ 26,083	\$ 27,449	\$ 26,083	\$ (1,366)	(5%)
<b>07929 - Transfer Stations &amp; Landfills - Capital</b>												
0960 - Waste Site Capital Works	\$ 20,000	\$ 6,285	\$ 20,000	\$ 8,001	\$ 20,000	\$ 19,740	\$ -	\$ 20,000	\$ 6,545	\$ 20,000	\$ 13,455	67%
<b>08909 - Livestock Exchange - Capital</b>												
0900 - Building Capital Works	\$ 10,300	\$ 29,717	\$ 5,000	\$ -	\$ 5,000	\$ 5,695	\$ 117,329	\$ 205,000	\$ 131,939	\$ -	\$ 73,061	36%
0920 - Computer / IT Capital Works	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,182	\$ 125,000	\$ (1,182)	0%
<b>69760 - Staff Vehicle Purchases</b>												
6800 - Plant Purchases	\$ 320,000	\$ 282,970	\$ 320,000	\$ -	\$ 290,000	\$ -	\$ -	\$ 300,000	\$ 210,294	\$ 250,000	\$ 89,706	30%
<b>69860 - Works Plant Purchases</b>												
6800 - Plant Purchases	\$ 740,000	\$ 825,708	\$ 900,000	\$ 1,226,942	\$ 890,000	\$ 1,652,645	\$ 265,531	\$ 900,000	\$ 801,726	\$ 840,000	\$ 98,274	11%
<b>Total</b>	<b>\$ 6,789,954</b>	<b>\$ 7,348,186</b>	<b>\$ 7,586,201</b>	<b>\$ 8,616,688</b>	<b>\$ 7,388,197</b>	<b>\$ 6,780,290</b>	<b>\$ 825,761</b>	<b>\$ 7,351,826</b>	<b>\$ 6,078,720</b>	<b>\$ 6,771,615</b>	<b>\$ 1,273,106</b>	<b>17%</b>



**Yarriambiack Shire Council  
Summary of Capital Works for May**

<b>Capital Work</b>		
Rural Road Construction	Sheep Hills Kellalac Road	\$ 61,713
	Goyura East SBR	\$ 145,923
Resheets	J Ballentines Road	\$ 1,382
	Dodgshun Bellinger Road	\$ 1,409
	Carron Road	\$ 41,385
	Coopers Road	\$ 14,453
	Warren Road	\$ 3,337
	Westerlands Road	\$ 22,100
	Byrnes Road	\$ 909
	Murtoa Settlement Road	\$ 731
	Leirschs Pit Road	\$ 499
	Longernong Warracknabeal Road	\$ 1,471
	Moloney's Road	\$ 1,363
	Glovers Road	\$ 9,919
	Cannum 5 Chain Road	\$ 3,195
	Mellis Road	\$ 30,796
	Hepworth Road	\$ 14,616
	Lierschs Road	\$ 795
	Widgers Road	\$ 1,001
Elliot Road	\$ 1,214	
Shoulder Resheets	Minyip Dimboola Road	\$ 10,000
	Wyperfeld Park Road	\$ 5,291
Footpath	Dimboola Service Road	\$ 2,044
	Beggs Street	\$ 1,631
Aerodrome	WATSUP Project - Transfer station upgrade funded by Drought funding	\$ 63,636
Livestock Exchange	Installation of new scanning and computer equipment which has been funded.	\$ 117,329
Works Plant	Purchase of second hand John Deere 7220 Tractor	\$ 67,000
	Buy out of DAF Tipper and trailer	\$ 161,000
	Torro Groundmaster 7210 Mower and trailer	\$ 37,531
<b>Total Capital Works for May</b>		<b>\$825,761</b>

## YARRIAMBIACK SHIRE COUNCIL

### BALANCE SHEET AS AT 31st MAY 2018

	2014/2015 Budget	2014/2015 Actuals	2015/2016 Budget	2015/2016 Actuals	2016/2017 Budget	2016/2017 Actuals	May Actuals	2017/2018 Budget	YTD Actuals	Forecast	YTD Variance	YTD % Variance
<b>Current Assets</b>												
Cash & Cash Equivalents Investments	\$ 2,992,000	\$ 4,322,000	\$ 1,429,000	\$ 1,838,000	\$ 1,580,000	\$ 7,178,000	\$ (251,131)	\$ 1,883,000	\$ 6,882,113	\$ 1,883,000	\$ (4,999,113)	(265%)
Rate Debtors	\$ 900,000	\$ 1,185,000	\$ 850,000	\$ 1,406,000	\$ 1,010,000	\$ 1,389,000	\$ (455,303)	\$ 1,040,000	\$ 1,758,892	\$ 1,040,000	\$ (718,892)	(69%)
Debtors	\$ 511,000	\$ 407,000	\$ 94,000	\$ 553,000	\$ 555,000	\$ 575,000	\$ (145,853)	\$ 562,000	\$ 378,762	\$ 562,000	\$ 183,238	0%
Other Current Accrued Assets	\$ 180,000	\$ 206,000	\$ 180,000	\$ 297,000	\$ 252,000	\$ 198,000	\$ 14,831	\$ 255,000	\$ 125,949	\$ 255,000	\$ 129,051	51%
Inventory On Hand	\$ 900,000	\$ 484,000	\$ 711,000	\$ 370,000	\$ 909,000	\$ 829,000	\$ 14,404	\$ 918,000	\$ 522,797	\$ 918,000	\$ 395,203	43%
Assets Held for Resale	\$ 84,000	\$ 31,000	\$ 15,000	\$ 42,000	\$ 50,000	\$ 30,000		\$ 50,000	\$ 29,974	\$ 50,000	\$ 20,026	40%
<b>Current Assets Total</b>	<b>\$ 5,567,000</b>	<b>\$ 6,635,000</b>	<b>\$ 3,279,000</b>	<b>\$ 4,506,000</b>	<b>\$ 4,356,000</b>	<b>\$ 10,199,000</b>	<b>\$ (823,052)</b>	<b>\$ 4,708,000</b>	<b>\$ 9,698,487</b>	<b>\$ 4,708,000</b>	<b>\$ (4,990,487)</b>	
<b>Non Current Assets</b>												
Non Current Debtors	\$ -	\$ 1,000	\$ -	\$ 39,000	\$ 653,000	\$ 3,000	\$ -	\$ 654,000	\$ -	\$ 654,000	\$ 654,000	0%
Investments	\$ 350,000	\$ 481,000	\$ 357,000	\$ 469,000	\$ 491,000	\$ 494,000	\$ -	\$ 491,000	\$ 493,811	\$ 491,000	\$ (2,811)	0%
Fixed Assets	\$ 149,645,000	\$ 154,054,000	\$ 159,177,000	\$ 157,547,000	\$ 158,216,000	\$ 161,297,000	\$ 825,761	\$ 158,480,000	\$ 167,376,980	\$ 158,480,000	\$ (8,896,980)	(6%)
<b>Non Current Assets Total</b>	<b>\$ 149,995,000</b>	<b>\$ 154,536,000</b>	<b>\$ 159,534,000</b>	<b>\$ 158,055,000</b>	<b>\$ 159,360,000</b>	<b>\$ 161,794,000</b>	<b>\$ 825,761</b>	<b>\$ 159,625,000</b>	<b>\$ 167,870,791</b>	<b>\$ 159,625,000</b>	<b>\$ (8,245,791)</b>	
<b>TOTAL ASSETS</b>	<b>\$ 155,562,000</b>	<b>\$ 161,171,000</b>	<b>\$ 162,813,000</b>	<b>\$ 162,561,000</b>	<b>\$ 163,716,000</b>	<b>\$ 171,993,000</b>	<b>\$ 2,709</b>	<b>\$ 164,333,000</b>	<b>\$ 177,569,278</b>	<b>\$ 164,333,000</b>	<b>\$ (13,236,278)</b>	
<b>Current Liabilities</b>												
Creditors	\$ 1,200,000	\$ 2,070,000	\$ 1,200,000	\$ 1,533,000	\$ 909,000	\$ 2,781,000	\$ (171,677)	\$ 1,000,000	\$ 1,473,655	\$ 1,000,000	\$ (473,655)	(47%)
Current Loans	\$ 151,000	\$ 136,000	\$ 62,000	\$ 105,000	\$ 104,000	\$ 240,000		\$ 110,000	\$ 239,930	\$ 110,000	\$ (129,930)	(118%)
Short Term Provisions	\$ 2,619,000	\$ 2,854,000	\$ 2,619,000	\$ 3,268,000	\$ 2,982,000	\$ 3,366,000	\$ (2,640)	\$ 2,871,000	\$ 3,300,448	\$ 2,871,000	\$ (429,448)	(15%)
Trust & Deposits	\$ -	\$ 31,000	\$ -	\$ 157,000	\$ -	\$ 19,000	\$ (11,764)	\$ -	\$ 49,520	\$ -	\$ (49,520)	0%
<b>Current Liabilities Total</b>	<b>\$ 3,970,000</b>	<b>\$ 5,091,000</b>	<b>\$ 3,881,000</b>	<b>\$ 5,063,000</b>	<b>\$ 3,995,000</b>	<b>\$ 6,406,000</b>	<b>\$ (186,081)</b>	<b>\$ 3,981,000</b>	<b>\$ 5,063,553</b>	<b>\$ 3,981,000</b>	<b>\$ (1,082,553)</b>	
<b>Non Current Liabilities</b>												
Long Term Provisions	\$ 404,000	\$ 519,000	\$ 404,000	\$ 474,000	\$ 556,000	\$ 467,000	\$ -	\$ 758,000	\$ 467,422	\$ 758,000	\$ 290,578	38%
Non Current Loans	\$ 199,000	\$ 215,000	\$ 229,000	\$ 110,000	\$ 109,000	\$ 121,000	\$ (1,739)	\$ -	\$ (93,150)	\$ -	\$ 93,150	0%
<b>Non Current Liabilities Total</b>	<b>\$ 603,000</b>	<b>\$ 734,000</b>	<b>\$ 633,000</b>	<b>\$ 584,000</b>	<b>\$ 665,000</b>	<b>\$ 588,000</b>	<b>\$ (1,739)</b>	<b>\$ 758,000</b>	<b>\$ 374,272</b>	<b>\$ 758,000</b>	<b>\$ 383,728</b>	
<b>TOTAL LIABILITIES</b>	<b>\$ 4,573,000</b>	<b>\$ 5,825,000</b>	<b>\$ 4,514,000</b>	<b>\$ 5,649,000</b>	<b>\$ 4,660,000</b>	<b>\$ 6,994,000</b>	<b>\$ (187,820)</b>	<b>\$ 4,739,000</b>	<b>\$ 5,437,825</b>	<b>\$ 4,739,000</b>	<b>\$ (698,825)</b>	
<b>NET ASSETS</b>	<b>\$ 150,989,000</b>	<b>\$ 155,346,000</b>	<b>\$ 158,299,000</b>	<b>\$ 156,912,000</b>	<b>\$ 159,056,000</b>	<b>\$ 164,999,000</b>	<b>\$ 190,529</b>	<b>\$ 159,594,000</b>	<b>\$ 172,131,453</b>	<b>\$ 159,594,000</b>	<b>\$ (12,537,453)</b>	
<b>Current Assets</b>												
Accumulated Surplus/Deficit	\$ 64,189,000	\$ 60,384,000	\$ 58,941,000	\$ 59,855,000	\$ 61,455,000	\$ 63,442,000	\$ 190,529	\$ 61,536,000	\$ 70,575,884	\$ 61,536,000	\$ (9,039,884)	(15%)
Asset Revaluation Reserve	\$ 86,800,000	\$ 94,962,000	\$ 99,358,000	\$ 97,057,000	\$ 97,601,000	\$ 101,557,000	\$ -	\$ 98,058,000	\$ 101,555,569	\$ 98,058,000	\$ (3,497,569)	(4%)
<b>TOTAL EQUITY</b>	<b>\$ 150,989,000</b>	<b>\$ 155,346,000</b>	<b>\$ 158,299,000</b>	<b>\$ 156,912,000</b>	<b>\$ 159,056,000</b>	<b>\$ 164,999,000</b>	<b>\$ 190,529</b>	<b>\$ 159,594,000</b>	<b>\$ 172,131,453</b>	<b>\$ 159,594,000</b>	<b>\$ (12,537,453)</b>	

#### Investments

Bendigo Bank	\$ 338,765.71	2.40%	01/09/2018
Commonwealth Bank	\$ 133,473.23	2.05%	19/01/2018
National Australia Bank (Unfunded super)	\$ 115,000.00	2.65%	14/07/2018
AMP (oncall)	\$ 480.39		Oncall
<b>Total</b>	<b>\$ 587,719.33</b>		

#### Loans

		Term & Rate	Finish Date
National Australia Bank - Unfunded Superannuation	\$ 27,949	Fixed at 5.21%	30/06/2018
Porter Plant - Street Sweeper	\$ 118,831	5 years	
<b>Total</b>	<b>\$ 146,780</b>		

**Yarriambiack Shire Council**  
**Summary of Balance Sheet as at 31st May**

<b>Assets</b>		
<b>Current Assets</b>		<b>YTD Actuals</b>
Cash & Cash Equivalents	The general bank account had a balance of \$5.958 million at the 31st May. Council is holding \$291,927 in cash and investments of Section 86 Committees. Council has \$587,719 invested with the CBA, NAB and Bendigo Banks.	\$ 6,882,113
Rate Debtors	For the month May Rate Debtors decreased by \$455,303. This includes the final rate installment. Final rate notices have been sent out and people had 7 days to make payment or make contact with Council to discuss payment options. Those with outstanding rates that have not made contact with Council will now be moved on to the debt collectors.	\$1,758,892
Debtors	General Debtors have decreased by \$145,853 due mainly to Creative Victoria paying their final contribution towards the Silo Art Project.	\$378,762
<b>Non Current Assets</b>		
Fixed Assets	Increased by \$825,761 as per the Capital Works report.	\$167,870,791

<b>Liabilities</b>		
<b>Current Liabilities</b>		
Creditors	This report includes the May cheque run. The total of the cheques and EFTs processed for May was \$1.473 million.	\$1,473,655
<b>Non Current Liabilities</b>		
Loans	Includes loan repayment of \$1,739 to Porter Plant during May NAB loan will be paid out at the end of June.	\$146,780
<b>Net Assets</b>		<b>\$172,131,453</b>

# Rates Report - June 2018

Prepared by Chantelle Pitt

Rate Classification	2016/2017 Budget	2016/2017 Actuals	2017/2018 Budget	Actual YTD Receipts	Rebates	Outstanding Rates			
						Current	Arrears & Legals	Interest	Total
Commercial	\$ 323,804.40	\$ 599,375.60	\$ 329,952.77	\$ (321,180.19)	\$ (2,145.13)	\$ 20,810.35	\$ 53,485.22	\$ 31,610.88	\$ 105,906.45
Farmland	\$ 7,912,102.39	\$ 103,951.70	\$ 8,067,054.11	\$ (7,896,465.67)	\$ (3,655.80)	\$ 248,217.75	\$ 65,815.30	\$ 9,544.29	\$ 323,577.34
Residential	\$ 1,998,604.94	\$ 235,468.53	\$ 2,038,579.41	\$ (1,832,315.80)	\$ (126,106.67)	\$ 211,687.25	\$ 372,093.98	\$ 142,844.16	\$ 726,625.39
<b>Total</b>	<b>\$ 10,234,511.73</b>	<b>\$ 938,795.83</b>	<b>\$ 10,435,586.29</b>	<b>\$ (10,049,961.66)</b>	<b>\$ (131,907.60)</b>	<b>\$ 480,715.35</b>	<b>\$ 491,394.50</b>	<b>\$ 183,999.33</b>	<b>\$ 1,156,109.18</b>

Rate Classification	2016/2017 Budget	2016/2017 Actuals	2017/2018 Budget	Actual YTD Receipts	Rebates	Outstanding Rates			
						Current	Arrears & Legals	Interest	Total
Kerbside Garbage Charges	\$ 709,728.31	\$ 194,239.95	\$ 714,043.73	\$ (641,745.59)	\$ (37,443.74)	\$ 73,374.12	\$ 88,655.33	\$ 43,877.05	\$ 205,906.50
Kerbside Recycling Charges	\$ 356,486.56	\$ 94,367.09	\$ 361,825.17	\$ (314,636.23)	\$ (25,270.04)	\$ 44,032.93	\$ 45,205.16	\$ 13,725.84	\$ 102,963.93
Municipal Charge	\$ 351,536.64	\$ 147,414.54	\$ 357,641.57	\$ (314,578.71)	\$ (16,518.83)	\$ 46,921.89	\$ 98,583.83	\$ 36,765.85	\$ 182,271.57
Fire Services Fixed Charge	\$ 723,981.00	\$ 175,521.25	\$ 732,391.00	\$ (634,109.06)	\$ (45,900.00)	\$ 79,186.32	\$ 108,965.85	\$ 25,612.32	\$ 213,764.49
Fire Services Levy	\$ 511,470.05	\$ 23,466.25	\$ 487,711.25	\$ (476,131.40)	\$ -	\$ 18,585.52	\$ 9,440.87	\$ 1,731.80	\$ 29,758.19
Credits	\$ -	\$ -	\$ -	\$ 76,466.16	\$ -	\$ (89,581.21)	\$ -	\$ -	\$ (89,581.21)
<b>Total</b>	<b>\$ 2,653,202.56</b>	<b>\$ 635,009.08</b>	<b>\$ 2,653,612.72</b>	<b>\$ (2,304,734.83)</b>	<b>\$ (125,132.61)</b>	<b>\$ 172,519.57</b>	<b>\$ 350,851.04</b>	<b>\$ 121,712.86</b>	<b>\$ 645,083.47</b>

<b>Grand Total</b>	<b>\$ 12,887,714.29</b>	<b>\$ 1,573,804.91</b>	<b>\$ 13,089,199.01</b>	<b>\$ (12,354,696.49)</b>	<b>\$ (257,040.21)</b>	<b>\$ 653,234.92</b>	<b>\$ 842,245.54</b>	<b>\$ 305,712.19</b>	<b>\$ 1,801,192.65</b>
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## Breakdown of Outstanding Rates by Ward

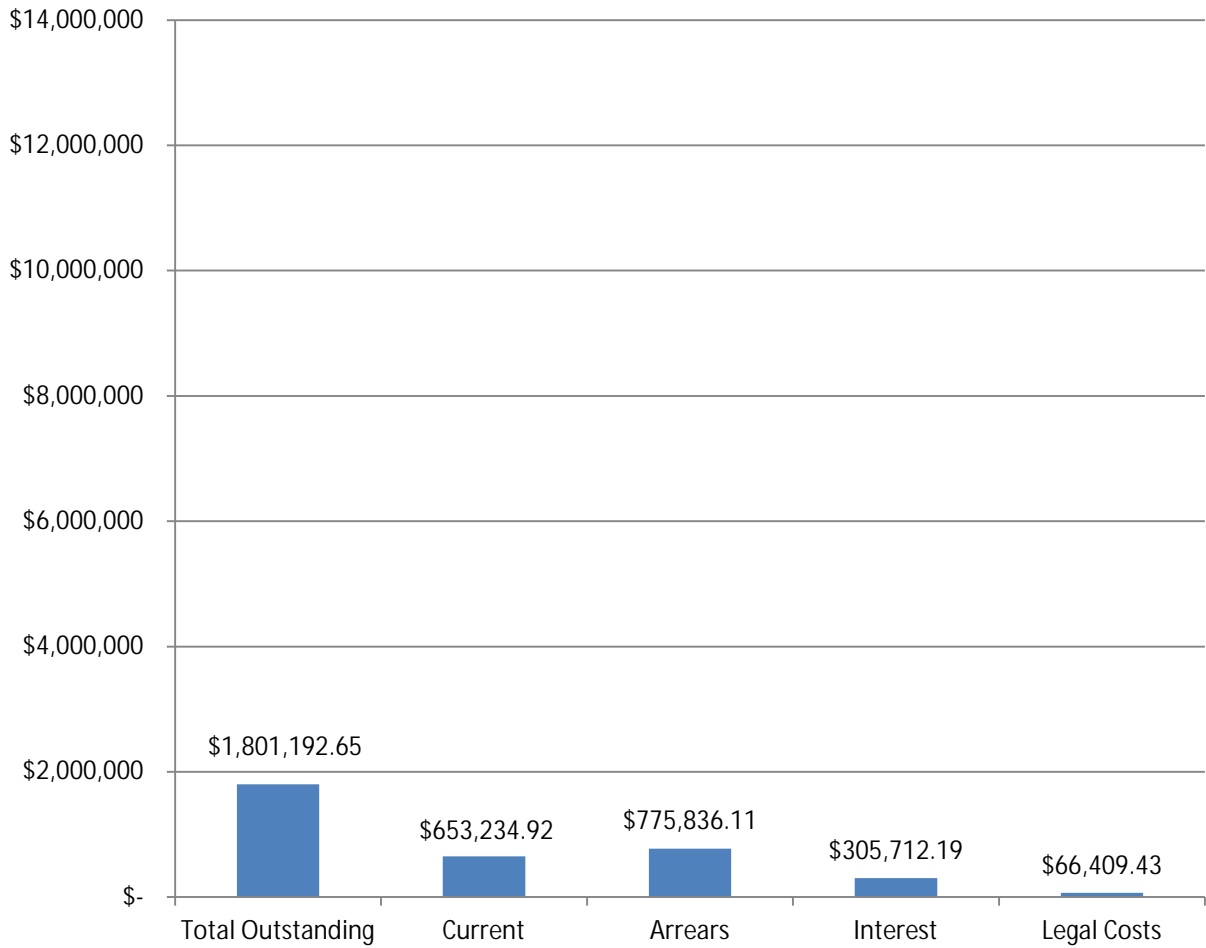
Dunmunkle Ward	2017/2018 Budget	Actual YTD Receipts	Rebates	Current	Arrears & Legals	Interest	Total
Commercial Rates	\$ 81,339.40	\$ (81,211.91)	\$ (659.59)	\$ 8,988.19	\$ 41,897.75	\$ 25,234.81	\$ 76,120.75
Farmland Rates	\$ 2,506,119.11	\$ (2,436,949.83)	\$ (807.18)	\$ 87,001.64	\$ 5,851.67	\$ 1,217.57	\$ 94,070.88
Residential Rates	\$ 606,052.22	\$ (531,155.33)	\$ (41,468.91)	\$ 69,944.54	\$ 119,486.49	\$ 37,736.61	\$ 227,167.64
Kerbside Garbage Charges	\$ 197,671.26	\$ (174,551.56)	\$ (12,902.43)	\$ 21,972.01	\$ 29,517.18	\$ 14,835.36	\$ 66,324.55
Kerbside Recycling Charges	\$ 108,511.62	\$ (93,747.26)	\$ (8,622.13)	\$ 13,373.75	\$ 14,364.24	\$ 5,182.12	\$ 32,920.11
Municipal Charge	\$ 104,009.84	\$ (90,970.97)	\$ (5,660.26)	\$ 12,566.81	\$ 22,952.98	\$ 7,853.73	\$ 43,373.52
Credits	\$ -	\$ 23,885.05	\$ -	\$ (26,876.13)	\$ -	\$ -	\$ (26,876.13)
Fire Services Fixed Charge	\$ 207,822.00	\$ (179,285.25)	\$ (15,450.00)	\$ 20,774.09	\$ 23,437.21	\$ 5,242.55	\$ 49,453.85
Fire Services Levy	\$ 145,577.70	\$ (141,299.16)	\$ -	\$ 6,703.66	\$ 3,106.35	\$ 702.50	\$ 10,512.51
<b>Total</b>	<b>\$ 3,957,103.15</b>	<b>\$ (3,705,286.22)</b>	<b>\$ (85,570.50)</b>	<b>\$ 214,448.56</b>	<b>\$ 260,613.87</b>	<b>\$ 98,005.25</b>	<b>\$ 573,067.68</b>

Hopetoun Ward	2017/2018 Budget	Actual YTD Receipts	Rebates	Current	Arrears & Legals	Interest	Total
Commercial Rates	\$ 90,505.47	\$ (89,665.30)	\$ (915.69)	\$ 3,904.60	\$ 3,523.88	\$ 4,418.44	\$ 11,846.92
Farmland Rates	\$ 2,738,708.64	\$ (2,697,660.50)	\$ (1,199.74)	\$ 92,797.64	\$ 25,351.56	\$ 2,179.49	\$ 120,328.69
Residential Rates	\$ 378,216.79	\$ (337,041.15)	\$ (31,816.22)	\$ 40,121.50	\$ 104,835.51	\$ 48,510.79	\$ 193,467.80
Kerbside Garbage Charges	\$ 161,667.48	\$ (142,367.28)	\$ (11,268.06)	\$ 18,692.13	\$ 30,844.75	\$ 18,814.89	\$ 68,351.77
Kerbside Recycling Charges	\$ 89,947.27	\$ (76,339.39)	\$ (7,781.13)	\$ 11,767.55	\$ 14,638.59	\$ 5,531.02	\$ 77,438.25
Municipal Charge	\$ 105,733.76	\$ (90,313.87)	\$ (5,056.19)	\$ 16,478.87	\$ 43,856.79	\$ 17,102.59	\$ 77,438.25
Credits	\$ -	\$ 33,152.90	\$ -	\$ (18,097.88)	\$ -	\$ -	\$ (18,097.88)
Fire Services Fixed Charge	\$ 225,632.00	\$ (194,737.11)	\$ (12,000.00)	\$ 28,322.42	\$ 47,460.35	\$ 11,756.60	\$ 87,539.37
Fire Services Levy	\$ 155,608.65	\$ (153,103.96)	\$ -	\$ 5,612.94	\$ 2,238.92	\$ 298.13	\$ 8,149.99
<b>Total</b>	<b>\$ 3,946,020.06</b>	<b>\$ (3,748,075.66)</b>	<b>\$ (70,037.03)</b>	<b>\$ 199,599.77</b>	<b>\$ 272,750.35</b>	<b>\$ 108,611.95</b>	<b>\$ 580,962.07</b>

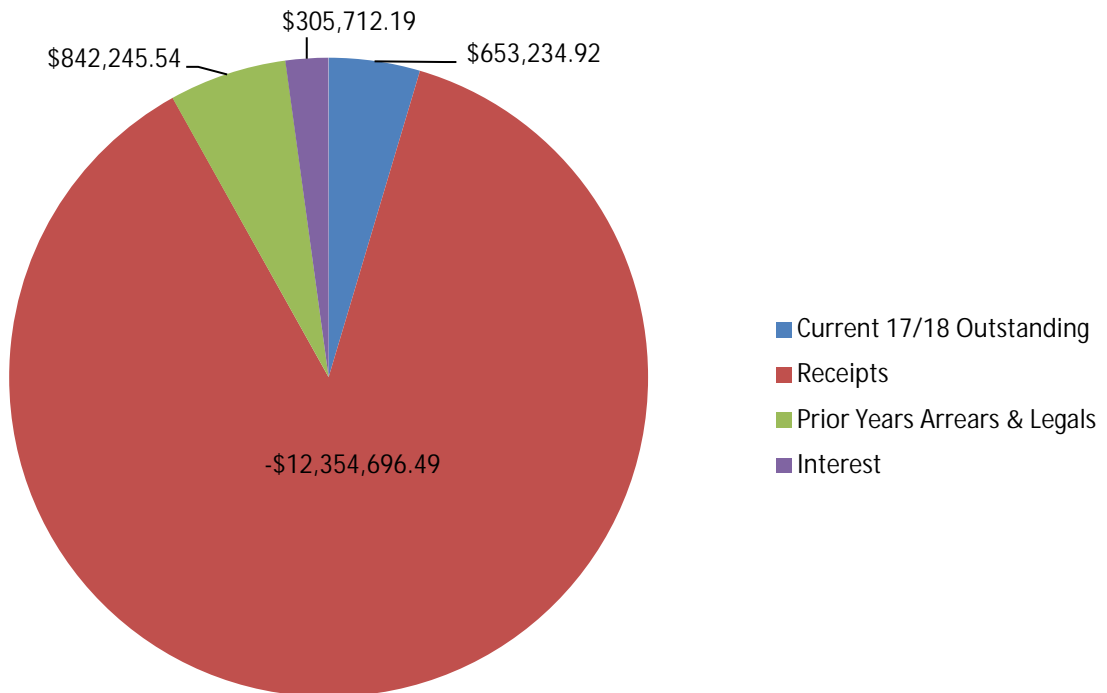
Warracknabeal Ward	2017/2018 Budget	Actual YTD Receipts	Rebates	Current	Arrears & Legals	Interest	Total
Commercial Rates	\$ 158,107.90	\$ (150,302.98)	\$ (569.85)	\$ 7,917.56	\$ 8,063.59	\$ 1,957.63	\$ 17,938.78
Farmland Rates	\$ 2,822,226.36	\$ (2,761,855.34)	\$ (1,648.88)	\$ 68,418.47	\$ 34,612.07	\$ 6,147.23	\$ 109,177.77
Residential Rates	\$ 1,054,310.40	\$ (964,119.32)	\$ (52,821.54)	\$ 101,621.21	\$ 147,771.98	\$ 56,596.76	\$ 305,989.95
Kerbside Garbage Charges	\$ 354,704.99	\$ (324,826.75)	\$ (13,273.25)	\$ 32,709.98	\$ 28,293.40	\$ 10,226.80	\$ 71,230.18
Kerbside Recycling Charges	\$ 163,366.28	\$ (144,549.58)	\$ (8,866.78)	\$ 18,891.63	\$ 16,202.33	\$ 3,012.70	\$ 61,459.80
Municipal Charge	\$ 147,897.97	\$ (133,293.87)	\$ (5,802.38)	\$ 17,876.21	\$ 31,774.06	\$ 11,809.53	\$ 61,459.80
Credits	\$ -	\$ 19,428.21	\$ -	\$ (44,607.20)	\$ -	\$ -	\$ (44,607.20)
Fire Services Fixed Charge	\$ 298,937.00	\$ (260,086.70)	\$ (18,450.00)	\$ 30,089.81	\$ 38,068.29	\$ 8,613.17	\$ 76,771.27
Fire Services Levy	\$ 186,524.90	\$ (181,728.28)	\$ -	\$ 6,268.92	\$ 4,095.60	\$ 731.17	\$ 11,095.69
<b>Total</b>	<b>\$ 5,186,075.80</b>	<b>\$ (4,901,334.61)</b>	<b>\$ (101,432.68)</b>	<b>\$ 239,186.59</b>	<b>\$ 308,881.32</b>	<b>\$ 99,094.99</b>	<b>\$ 647,162.90</b>

<b>Grand Total</b>	<b>\$ 13,089,199.01</b>	<b>\$ (12,354,696.49)</b>	<b>\$ (257,040.21)</b>	<b>\$ 653,234.92</b>	<b>\$ 842,245.54</b>	<b>\$ 305,712.19</b>	<b>\$ 1,801,192.65</b>
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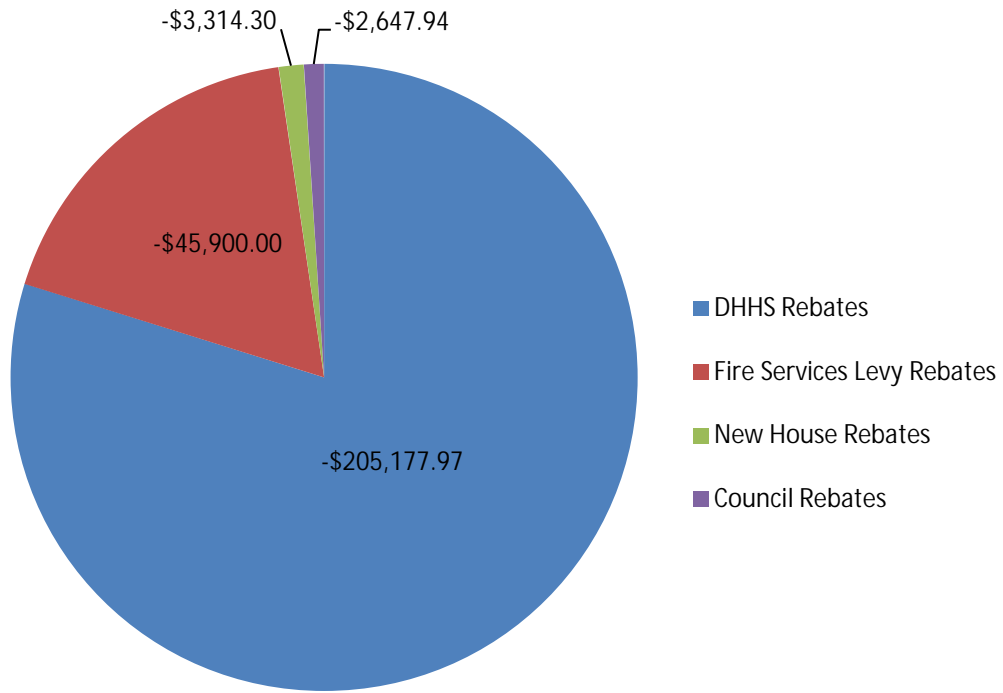
## Breakdown of Rates Outstanding



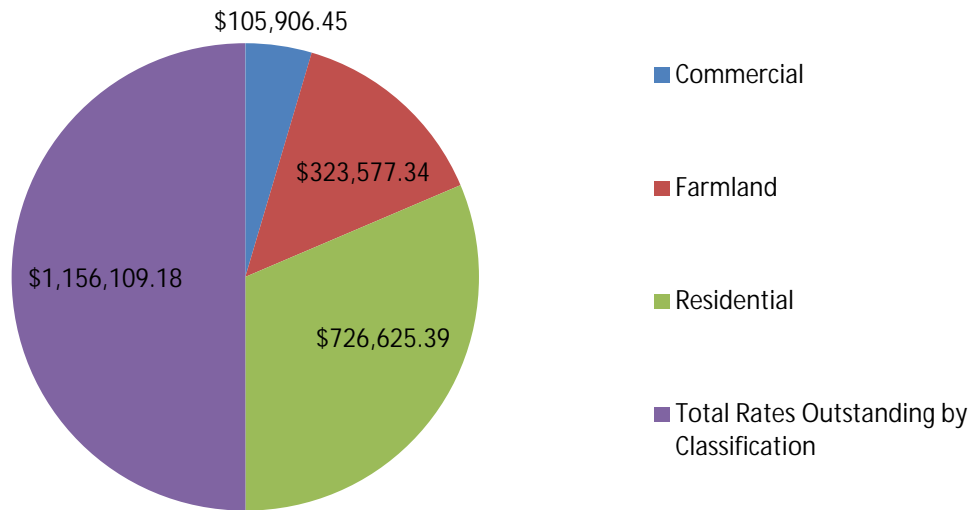
## Breakdown of Rates Outstanding



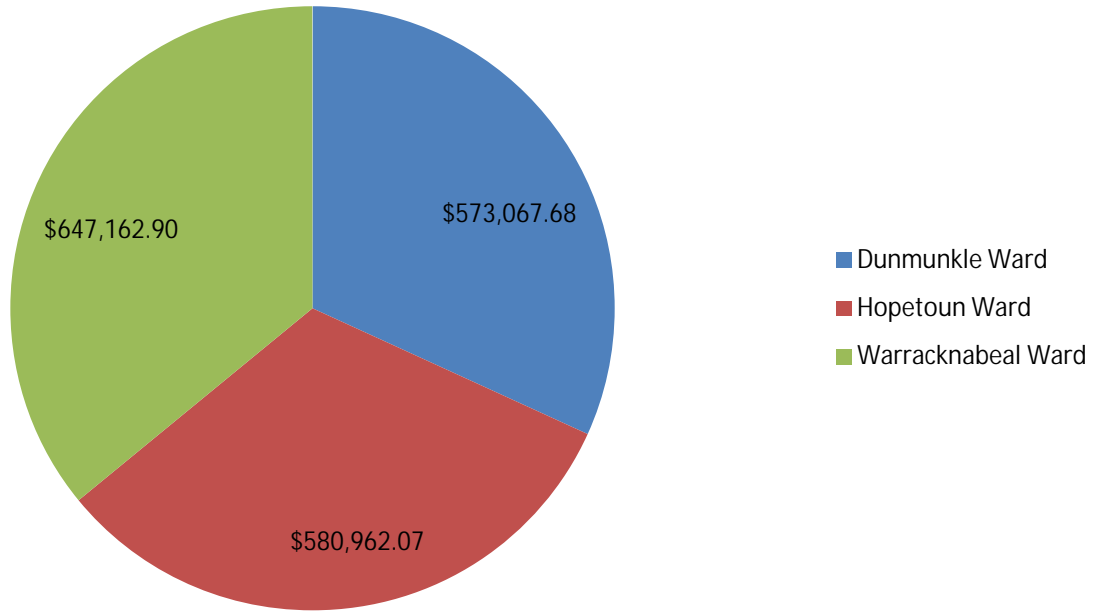
## 2017/18 Rebates



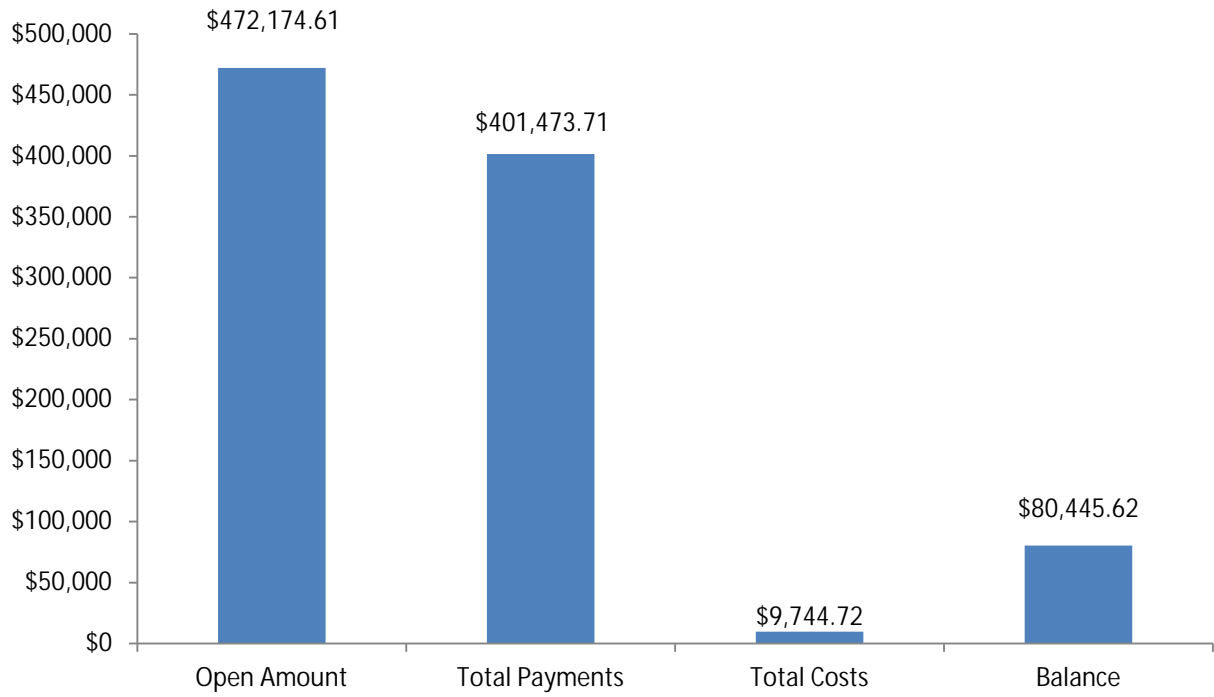
## Total Rates Outstanding by Classification



## Outstanding Rates & Charges by Ward



## MCC Debt Collection Report Summary



## ARL Debt Collection Report Summary

