

**AGENDA OF ORDINARY MEETING OF YARRIAMBIACK SHIRE COUNCIL TO BE HELD  
ON WEDNESDAY 11 SEPTEMBER 2013 AT THE MUNICIPAL OFFICE 34 LYLE STREET  
WARRACKNABEAL AT 9:30 AM**

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**1 WELCOME**

**2 ACKNOWLEDGEMENT**

We acknowledge the traditional owners of the land on which we meet today and pay our respect to both past and present elders.

**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 K Zanker, H Ballentine, A McLean, G Massey, L Woods, R Kingston, Ray Campling (Chief Executive Officer), James Magee (Director Infrastructure & Planning) and Bernardine Schilling (Executive Assistant).

**5 APOLOGIES**

Cr T Grange

**6 CONFIRMATION OF MINUTES**

Ordinary Meeting of Council – 14 August 2013

Closed Session of Council – 14 August 2013

**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**

## **10 REPORTS**

### **Corporate Reports**

- 10.1 Mayor's Report
- 10.2 Councillor/Delegate Reports
- 10.3 Chief Executive Officer – Activity Report
- 10.4 Director Infrastructure & Planning Report
- 10.5 Works Report
- 10.6 Community Services Report
- 10.6 Infrastructure Services Report
- 10.7 Community Development Projects Report

## **11 REPORTS FOR DECISION**

- 11.1 Finance Report
- 11.2 Revenue Report
- 11.3 Changes to Valuation Certification
- 11.4 Annual Report – Financial Statement 2012/2013
- 11.5 Request to name Un-named Lane in Patchewollock
- 11.6 Capital Works Program 2013-2014 (*as tabled*)
- 11.7 Caravan Park Rules
- 11.8 Protected Disclosure Policy
- 11.9 Celebrating Young People Youth Grants Round 15

**10.1 Mayor's Report – prepared by Cr Kylie Zanker****Mayor Kylie Zanker**

|              |  |
|--------------|--|
| 13 August    | Attended the announcement with Minister Peter Walsh at the Warracknabeal Race Course re new Recycled Water Treatment Plant |
| 16 August    | Officially opened the Art Expo at the Warracknabeal Town Hall  |
| 24 August    | Attended the Speed Field Days Mallee League Football at Beulah to support the 'White Ribbon' Campaign                      |
| 26 August    | Presented the Literacy Awards at the Warracknabeal Special School  |
| 28 August    | Breakfast with CEO, Ray Campling and Minister Peter Ryan in Horsham  |
| 28 August    | Council Forum  |
| 28 August    | Chaired the meeting at Volunteering Western Victoria   |
| 29 August    | With Cr Massey attended the Dinner and Presentation Night of the Warracknabeal and District Band                           |
| 30 August    | Officially Opened and Closed 'Yarriambiack Has Talent'   |
| 05 September | Panellist at the Municipal Association of Victoria Conference in Melbourne   |
| 09 September | Rupanyup Community Consultation Visit  |

**Councillor's Reports****Cr G Massey**

- |              |   |
|--------------|---|
| 16 August    | Wimmera Regional Library Meeting, Horsham   |
| 20 August    | Murtoa Community Consultation Visit   |
| 20 August    | Meeting with VicRoads at Warracknabeal  |
| 23 August    | With Cr T Grange & James Magee (Director Infrastructure & Planning) met with ALP Candidate for Mallee, Lydia Senior |
| 28 August    | Council Forum   |
| 29 August    | Attended Long Service Awards Evening for Warracknabeal Brass Band members and families                              |
| 02 September | Chaplaincy Meeting, Beulah  |
| 06 September | Afternoon Tea at Warracknabeal Ladies Rest Rooms  |
| 09 September | Rupanyup Community Consultation Visit   |

**Cr L Woods**

- |              |  |
|--------------|--|
| 16 August    | Attended Warracknabeal Secondary College Arts Expo at the Warracknabeal Town Hall                |
| 20 August    | Attended Warracknabeal Neighbourhood House Board Meeting   |
| 20 August    | Attended Murtoa Community Consultation Visit   |
| 28 August    | Attended Council Forum   |
| 28 August    | MATES Mentoring Training, hosted by Local Learning and Employment Networks                       |
| 29 August    | Hosted Yarriambiack Urban Professionals Dinner Meeting with Special Guest Speaker, Julia Hausler |
| 30 August    | Attended 'Yarriambiack Has Talent' at the Warracknabeal Town Hall                                |
| 03 September | Guest Speaker at the Neighbourhood Watch Meeting, Warracknabeal                                  |
| 06 September | Attended Warracknabeal Ladies Restroom Celebration Afternoon Tea                                 |
| 09 September | Attended Town Hall 75 <sup>th</sup> Planning Meeting   |

**Cr H Ballentine**

- 15 August Participated in 'Principal for a Day' Program at Hopetoun P 12 College
- 20 August Attended Wimmera Mallee Tourism Meeting at Warracknabeal Council Offices
- 20 August Hosted Murtoa Community Consultative Evening in Murtoa Hall Supper Room
- 21 August Attended Beulah Historical Learning Progress Group Meeting at Beulah Business Centre
- 26 August Chaired Yarriambiack Tourism Association Meeting at Beulah Business Centre
- 28 August Council Forum

**Cr R Kingston**

- 29 August Meeting with concerned community members of Rupanyup re Dunmunkle Health Service Review
- 30 August North West Municipalities Association Meeting in Edenhope
- 02 September Met with Northern Grampians Shire Council as member of Wimmera Mallee Housing Steering Committee and as Chair of Wimmera Mallee Sustainability Alliance
- 04 September Met with West Wimmera Shire Council and Hindmarsh Shire Council as member of Wimmera Mallee Housing Steering Committee
- 04 September Minyip Progress Association
- 06 September Wimmera Mallee Housing Steering Committee Meeting
- 09 September Rupanyup Community Consultation Visit

YARRIAMBIACK SHIRE COUNCIL

COUNCIL MEETING

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**Cr A McLean**

- |              |  |
|--------------|--|
| 21 August    | Grampians Waste Management Group Board Teleconference  |
| 28 August    | Council Forum  |
| 29 August    | Attended meeting of Chairs, Deputy Chairs and Executive Officers Grampians, Desert Fringe and Central Highlands Waste Management Groups re proposed merger of the groups |
| 04 September | Attended Meeting of Sunraysia Highway Improvement Committee in Birchip   |
| 09 September | Rupanyup Community Consultation Visit  |

**Cr T Grange**

- |                      |  |
|----------------------|--|
| 14 August            | Council Meeting  |
| 15 August            | Participated in 'Principal for a Day' Program at Minyip Primary School                                   |
| 19 August            | Rupanyup Consultative Committee Visit  |
| 20 August            | Murtoa Community Engagement Visitation   |
| 21 August            | Municipal Emergency Management Planning Committee & Municipal Recovery Management Meeting, Warracknabeal |
| 26 August            | Yarriambiack Tourism Committee Meeting, Beulah   |
| 28 August            | Council Forum  |
| 09 – 30<br>September | All activities suspended due to illness  |

**10.3 Chief Executive Officer, Activity Report – Prepared by Ray Campling**

- Met with Rob Gersch – Chair, Rural Councils Victoria
- Met with Chris Scott – CEO, Wimmera Base Hospital
- Attended Warracknabeal Secondary College Art Show
- Attend VicRoads Municipal Liaison Meeting
- Attended Murtoa Community Consultation Visit
- Attended Wimmera Southern Mallee Local Learning & Employment Networks Meeting
- Attended Grampians Regional Management Meeting in Ballarat
- Attended White Ribbon Event at the Mallee Football League Semi Final in Beulah
- Met with Brad Ead, Council's Internal Auditor
- With Madam Mayor attended Breakfast Meeting in Horsham facilitated by the Deputy Premier, Peter Ryan
- Met with Keith Jackson, Department of Planning & Community Development
- Attended Wimmera Development Association Meeting in Horsham
- Attended Warracknabeal Has Talent at the Warracknabeal Town Hall
- Met with Somma Sourivong, recently appointed Planning & Development Manager with Regional Development Victoria
- Participated as a Panellist at the Municipal Association of Victoria – Governance Leadership in Local Government Conference
- Attended Rupanyup Community Consultation Visit
- Met with Richard Bales, Regional Development Victoria, Horsham
- Met with Mark Williams, GMMWater
- Met with Jo Bourke, Wimmera Development Association – various matters

**10.4 Director Infrastructure & Planning Report – Prepared by James Magee****Transport Safety Victoria (TSV)**

TSV have confirmed they will visit the weir pools at Warracknabeal, Brim and Beulah. They will assess boating activity and current safety rules and liaise with local interested communities and Council.

**Flood Recovery Works**

Repair works from the 2011 flooding event was completed in January 2013. A final claim has been submitted.

Total cost of the works was \$6,445,012.00

**National Broadband Network Tower for Rupanyup**

The National Broadband Network wireless tower has been given planning approval by Yarriambiack Shire Council.

All towns listed for wireless in our municipality have now received their planning approvals.

**GrainCorp Woomelang**

Council has received complaints from concerned residents of Woomelang over recent years regarding in-loading and out-loading operations at the Woomelang GrainCorp terminal.

Councils Planning Officer, David Young and myself met with key GrainCorp staff. GrainCorp have agreed to develop an operation plan for the site prior to this harvest to minimise the impact of their operation on the community. They will also distribute a newsletter to the township and conduct a pre harvest meeting.

GrainCorp also have development plans for the site in to the future, they have agreed to work cooperatively with Council to get a better community outcome.

**Technical Support – Prepared by Nathan McLean**

- Traffic Counter Operation
- Assisted the Design Engineer with surveying
- Capital Works Program handover sheets
- On site meeting at Murtoa with Andrew Berry and John Boehm from V/LINE re bus stop
- Attended an information session at Horsham regarding ANZAC Commemorative Naming Project Grants, met with Graeme Massey to discuss projects
- Chased up information for Aerodrome upgrades for Driscoll Engineering



**Assets – Prepared by Mick Evans**

- Developed 2013-14 Capital Works Program
- Researched and developed 2012-13 Asset Report for the Finance Auditors

**Technical Services – Prepared by Tony Brennan**

- Processed various Civica Requests as needed
- Updated vehicle checklists and plant machinery checklists with vehicle changeovers as required
- Issued Road Opening Permits as needed for various minor/major works
- Monitored all 'Dial Before You Dig' enquiries throughout the Shire to assess if a Road Opening Permit is required
- Reported faulty street lights x 3 in Brook Street, Woomelang
- Continued with data updates on Asset Asyst for 6 month, 12 month and 24 month (grading records for the Shire)
- Carried out inspections on approach road signage for all rail crossings within the Shire prior to signing off Standard Interface Agreements with V/Line and Australian Rail Track Corporation

**Warracknabeal Regional Livestock Exchange**

- Continued with repairs to gates and fences as required
- The annual National Saleyards Quality Assurance Audit was conducted Wednesday, 7 August 2013 by John Koschel from Aus Meat Australia. He was very complimentary about the standard of our facility and the Quality manuals used to record and reference all the required information as per the audit regulations. As a result our accreditation has been approved for another 12 months

A special mention to George Marshall for his work in keeping the facility a clean and safe environment for all to work in.

Prior to the next audit we will produce an OH&S manual under the Council banner covering all the requirements for the safe operation of the Warracknabeal Regional Livestock Exchange, for inclusion in National Saleyards Quality Assurance Audit.

**Design – Prepared by John Boehm****Council Capital Works Program 2013/2014**

Surveys, Design, Plans and Set out:

- Patchewollock – Tempy Road: Road Reconstruction and Bitumen Seal
- Drainage works at the Borung Highway and north east sub-catchment at Warracknabeal
- Concrete Kerb and Channel replacements (Contract): Carr Street, Woomelang and Phillips Street, Beulah. Section 1 East Side between Gladstone Street and Bell Street. Section 2 in Phillips Street, Beulah. West side Lalor Street to Taverner Street
- Concrete footpath sections at the Woomelang Town Hall
- A new safety guard rail is installed at the Brim Weir

**Community Grant Projects**

- Woomelang Cronomby Tanks Park Development

**Other Projects**

- Assessments and Reports to Planning Applications: Speed Bunker expansion, Speed CFA Fire Station, Cannum CFA Fire Station and Kellalac CFA Fire Station

**Risk & Safety Report – Prepared by Barry Sullivan**

- Safety audits have been conducted at Hopetoun and Woomelang Kindergartens. Draft documentation of the audits have been sent to the kindergarten Director for further comment
- Three lockers (12 individual) have been installed at the Warracknabeal Leisure Centre as part of the WorkSafe WorkHealth Grant Funding. Lockers are available for use by Council staff and the general public
- Working in conjunction with Jaye Macumber (Manager Community, Business & Economic Development) an Event Notification Form (ENF) has been developed. The ENF is now available for the general public to utilise to notify Council of upcoming events within the Shire and for the event organiser to conduct a risk assessment on the proposed event to minimise potential risks
- As part of the 'Yarriambiack Has Talent' event the safety team has been working with Warracknabeal Secondary College staff and students and Council's Community Services Manager to identify potential risks in the Town Hall, to either eliminate or minimise those risks prior to the commencement of the event. The Risk assessment exercise was also a training exercise for VCAL Students to learn and practice completing OH&S Risk Assessments
- Attended a WorkSafe inspection of a gravel pit with the Works Coordinator and two Works Supervisors to determine Council's safety compliance
- Attended an Emergency Management Working Group Meeting at the Council offices
- Attended a Jardine Lloyd Thompson (JLT) Best Practice Forum at Kerang with other Council members to further explore Risk management Best Practice for Local Government
- Attended a Municipal Association of Victoria Risk Management Workshop re Risk Management for Special Events

# YARRIAMBIACK SHIRE COUNCIL

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## Council Building Report

Municipal District: **Yarriambiack Shire Council**

Month of August 2013

| Council Register Number | Name of Relevant Building Surveyor | Type of permit, 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* |
|-------------------------|------------------------------------|---|--|------------------|---|---------------------------------|---|------------------------|
| BP98-13                 | W.Wilkie                           | Building  | 1164/2013/98                                   | 01/08/2013       | 08/08/2013                                    | 18 Dimboola Rd, Warracknabeal   | Garden Shed                                     | \$6,500                |
| BP84-13                 | W.Wilkie                           | Building  | 1164/2013/84                                   | 11/07/2013       | 15/08/2013                                    | 18 Woolcock St, Warracknabeal   | Demolition                                      | \$10,000               |
| BP48-13                 | W.Wilkie                           | Building  | 1164/2013/48                                   | 02/05/2013       | 22/08/2013                                    | 118 Jamouneau St, Warracknabeal | Garage  | \$11,979               |
| BP90-13                 | W.Wilkie                           | Building  | 1164/2013/90                                   | 18/07/2013       | 22/08/2013                                    | 30 Anderson St, Warracknabeal   | Dwelling  | \$300,000              |
| BP97-13                 | W.Wilkie                           | Building  | 1164/2013/97                                   | 25/07/2013       | 22/08/2013                                    | 36 Proctor St, Woomelang        | Shed  | \$9,000                |
| BP102-13                | W.Wilkie                           | Building  | 1164/2013/102                                  | 15/08/2013       | 22/08/2013                                    | 5 Dungey St, Warracknabeal      | Garage  | \$11,857               |
| BP72-13                 | W.Wilkie                           | Building  | 1164/2013/72                                   | 18/06/2013       | 15/08/2013                                    | 16 Hewitt St, Warracknabeal     | Detached Room                                   | \$15,740               |
|                         |                                    |   |  |                  |   |                                 |   |                        |
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| <b>Total</b>            |                                    |   |  |                  |   |                                 |   | <b>\$365,076</b>       |

Name of Council Officer supplying this register: **Wayne Wilkie BS1164**

**\* Planning Permit Activity Report for August (as tabled)**

**10.5 Works Department Report – prepared by Brian Poulton****Gravel Re-sheet**

Massey Road

**Maintenance Grading**

|                                |                 |                       |
|--------------------------------|-----------------|-----------------------|
| Glenorchy Road                 | Ratray Road     | Gaalanungah North     |
| Yarriambiack Drive             | Nullan Road     | Gaalanungah South     |
| Cannum 5 Chain                 | Warranooke Road | Whites Road           |
| 3LK Road                       | Zerbsts Road    | Phitzner Eys Road     |
| Thompsons Road                 | Ailsa Road      | Rosebery Rainbow Road |
| Downes Road                    | Linghams Road   | Kent Road             |
| Florences Road                 | Gaalanungah     | Windy Ridge Road      |
| Golf Hill Road                 | Echunga Road    | Healy Road            |
| Hopevale Road                  | Edmonds Road    | Gniels Road           |
| Chivell Road                   | Link Road       | Guleys Road           |
| McFarlanes Road                | Yaapeet Kenmare | Crow Road             |
| Hofmaier Road                  | McClounans road | McKenzies Road        |
| Burdetts Road                  | Websters Road   | Hopetoun West         |
| Sheep Hills Warracknabeal Road | Beyal Road      | Holland Road          |

A weed spraying program is continuing around towns and tip sites in conjunction with mowing throughout the Shire.

## **10.6 Community Services – Prepared by Gavin Blinman**

### **Kindergartens**

Kindergarten staff had their second pupil free day this term and attended a ZART Art Workshop in Melbourne; they also attended up-dates on Emergency Planning in pre-schools.

Barry Sullivan is completing OH&S checklists across the Kindergarten Centre's and any items of concern are being reported and investigated by maintenance staff or committees.

The Hopetoun Kindergarten has been scheduled for a National Quality Framework Audit on 3 & 4 September 2013.

The new Early Years Staff Agreement has been reviewed and the Municipal Association of Victoria is meeting with unions to negotiate on our behalf, it may take to November before we receive a response.

### **Aged and Disability**

#### **HACCPAC Mobile**

On Tuesday, 27 August 2013 we trained another six Community Care Workers (they are going well); Michelle has had a few issues but is now out on the road working along side staff to ensure a smoother transition. The Community Care Workers can see the positives in the change and are becoming more confident with them every week; hoping to put on the last six in the next two weeks.

### **Staff Meetings**

A meeting for Community Care Workers is scheduled for Thursday, 26 September 2013.

### **Volunteer Transport**

This month the numbers have increased (doubled compared to last month).

### **Portsea Camp**

Portsea Camp dates have been finalised – 11 to 17 January 2014. The cost per child to attend the camp will be \$312, however the Yarriambiack Shire Council will subsidise \$100 to reduce cost to \$212 per child. We will advertise throughout the schools across the Shire in the next week.

### **Senior's Week**

Senior's Week is scheduled for Wednesday, 16 October 2013 at the Warracknabeal Town Hall with entertainment by Sentimental Journey. A free BBQ luncheon will be held afterwards at the Warracknabeal Leisure Centre.

We have received a large amount of interest all ready from across our Shire and neighbouring Shires. Transport will be provided for this event. Posters have been sent out and advertising in local papers will commence mid September.

**Environmental Health / Local Laws**

Food premises inspections have continued during August with the majority of food business proprietors maintaining their premises to a satisfactory standard. Businesses that do not comply with relevant standards have additional inspections scheduled to ensure compliance.

Businesses and community groups appear comfortable with the Streatrader database, as Council is receiving approximately 10 applications per month for temporary food businesses.

Two onsite wastewater applications have been received this month and the assessment of applications and the proposed sites has been completed. An additional CFA Fire Station to be constructed in Kewell has also been received by Council.

One onsite wastewater complaint has been received for a home in the south of the Shire. This matter has been ongoing and discussions are currently underway with the owner in order to get the matter rectified.

Council's Public Health & Wellbeing Plan 2013-2017 is continuing to progress. Draft goals have been completed and soon each relevant Council department will be required to develop their strategies and objectives based on the plan's goals that they would like to achieve in the identified key public health and wellbeing areas.

Council hosted a recent Environmental Health Officer Regional Meeting on 16 August 2013. Environmental Health Officer's (EHO's) for a total of seven Councils and a member from Department of Health were in attendance. Guest speakers who presented on the day were Lawyer, Louisa Dicker, who gave a detailed presentation on nuisances as defined in the *Public Health & Wellbeing Act 2008* and three officers from the Clandestine Drug Squad, who provided an insight into the emerging scene of illegal drug laboratories being established more frequently in rural and regional areas. Both presentations were very informative and of value to the EHO's present.

Wandering dogs has been minimal with only two impounded and released to the owners. Another was found and is still with us, this dog was mostly likely dumped due to its age, he's now in need of a home.

Two pups were surrendered and we are trying to find homes for these at present.

Cats are still an issue with continued trapping in the worst areas, so no change there.

Greg Wilson (Ranger) and back up attended an incident in Murtoa earlier this month, where a truck hit and killed several cattle on the Wimmera Highway at Murtoa.

Another callout after hours was to a dog hit by a car on the highway north of Warracknabeal.

The demolition of Danny's old second hand store is now complete and work has now started on the demolition of the old funeral home in Murtoa. This is expected to be completed late next week. This action has been done under enforcement by Council (a joint effort by the Local Law and Building Departments).

Greg Wilson (Ranger) attended a session in Bendigo run by the Municipal Association of Victoria on recognising violence against women and or children in the home.

It is something that has been recognised as a result of the work they do in enforcement situations, can create situations of violence at a client's home after they leave or even while there on the job. There is a lot of work being done in this field through the White Ribbon Association.

After the Council Meeting held on 14 August 2013, the old Local Law No 5 was re-enacted until the new Local Law is completed; a letter was sent to the Hon Jeanette Powell MLC, Minister for Local Government informing them of the motion made. We have had a response back to say they received the letter and are looking at our process.

The new Local Law is progressing, we should have the next draft by mid September.

We are working on Council's Animal Welfare Plan, this sits within the Emergency Management Plan; Rhonda McNeil (Emergency Management Fire Coordinator) is doing the early stages of work.

### **Youth**

The 'Yarriambiack Has Talent' show was a great success with 406 tickets being given out on the night. The work done by students and staff from the Warracknabeal Secondary College was fantastic and made the night enjoyable without any issues.

Justice Crew provided the students with a great workshop during the day and their performance and friendliness to the crowd was really positive.

I have looked at our Youth Worker situation and have an agreement from the Health Alliance to engage a Project Worker to review our Youth Plan and the role of youth work in our Shire. This will be conducted over the next month.

### **Emergency Relief**

All Cart members have been advised and invited to an Emergency Relief Exercise being planned for November.

Emergency relief clients were low last month, as we have now distributed money to Rural Northwest Health and Dunmunkle Health to assist social workers to give Emergency Relief funds immediately, rather than waiting for a referral through the Yarriambiack Shire Council.

### **Volunteer Transport**

11 people were transported 2,326 kilometers this month; Horsham being the main destination.

### **Maternal and Child Health**

The White Ribbon round at the Speed Field Days Mallee Football Finals was a great success with many positive comments after the game about the anti violence message.

The end of financial year stats for our Maternal & Child Health service is as follows:-

- 64 Births, with 22 of these first time mothers
- A new mothers group has been established in Warracknabeal
- 97 enrolments for service, with 82 three year olds having the screening checks required, 73 of these had sight checks (one of the highest check rates in our region)

**10.7 Infrastructure Services Report – Prepared by Bernie Naylor****Contract C178/2013 – Alterations and editions to Hopetoun Kindergarten**

Council advertised the abovementioned contract on Wednesday, 17 July 2013 with tenders closing on Friday, 9 August 2013.

Council received five (5) tender submissions.

The evaluation of this Contract will be in Council's Closed Session.

**Restructure of Regional Waste Management Groups**

Yarriambiack Shire Council is a member of the Grampians Regional Waste Management Group, consisting of four Councils being Horsham Rural City, Ararat Rural City, Northern Grampians and ourselves.

This group has operated very successfully for many years and has been very active in obtaining funding to close unlicensed landfills, replace them with transfer stations and many other improvements to the way in which Council's manage waste.

The Victorian Government have announced that our Waste Management Group will now be amalgamated with the Desert Fringe and Highlands Waste Management Groups to form the Grampians Central Waste Management Group. This Group will consist of the following 12 Councils:- Yarriambiack, Hindmarsh, West Wimmera, Horsham Rural City, Northern Grampians, Ararat, Pyrenees, Central Goldfields, Hepburn, Moorabool, Golden Plains and Ballarat.

The new Regional Waste Management Groups will take effect as from Tuesday, 1 July 2014.

**Asbestos Awareness Training**

Due to a number of issues Council has incurred identifying and disposing of asbestos, Council has engaged a Consultant to undertake Asbestos Awareness Training.

This training was conducted on Monday, 2 September 2013.

The training addressed the following topics:-

- Description of what asbestos is and looks like
- Identifying asbestos containing materials
- Asbestos in the home, workplace and soil
- EPA Legislative requirements
- Exposure and health effects
- Audits, testing and monitoring
- Fire damaged asbestos
- Asbestos removal requirements
- Asbestos management plans



## Swimming Pools

**Electrical Switch Boards** – Following an electrical safety audit at the swimming pools, Council has now upgraded and replaced the electrical switchboards at Minyip, Woomelang and Hopetoun Swimming Pools.

**Warracknabeal Swimming Pool** – Council has undertaken extensive testing to ascertain where the swimming pool has been leaking from.

The results from these investigations provided the following results:-

- Major leak at the expansion joint on the centre of the filtered water return line at the start of the incline is delaminating.
- Main filtered water line pipe from main pool shell to pump in plant room heavily corroded and showing some signs of leaking.

The rectification works will be completed by the end of September.

## Annual Allocations

| Swimming Pool           | Allocation | Total    |
|-------------------------|------------|----------|
| Warracknabeal           | \$48,873   |          |
| Management & Lifeguards | \$10,000   | \$58,873 |
| Rupanyup                | \$12,265   |          |
| Management & Lifeguards | \$10,000   | \$22,265 |
| Minyip                  | \$14,720   |          |
| Management & Lifeguards | \$10,000   | \$24,720 |
| Murtoa                  | \$21,613   |          |
| Management & Lifeguards | \$10,000   | \$31,613 |
| Hopetoun                | \$20,136   |          |
| Management & Lifeguards | \$10,000   | \$30,136 |
| Beulah                  | \$12,812   |          |
| Management & Lifeguards | \$10,000   | \$22,812 |
| Woomelang               | \$12,393   |          |
| Management & Lifeguards | \$10,000   | \$22,393 |
| Tempy                   | \$ 4,568   |          |
| Management & Lifeguards | \$ 5,000   | \$ 9,568 |

In addition to this funding an amount of \$5,000 is allocated to each pool for general maintenance items.

## Transfer Stations: Re-use Shops

I have applied for funding through the Grampians Regional Waste Management Group to develop and construct Re-use Shops at the Warracknabeal, Hopetoun and Murtoa Transfer Stations.

Due to the throughput at these three sites we have the ability to reclaim and sell items that do not need to go to landfill.

The funding will enable Council to construct buildings at these sites to store these items.

**Contract C179/2013 Provision of Gravel Crushing Services**

Each year Council rips and stockpiles approximately 120,000 tonnes of gravel for our Capital Works Program.

Council has been crushing this gravel now for a few years to assist in producing a better product when undertaking gravel re-sheets and rehabilitation works.

Council advertised the abovementioned Contract on Friday, 2 August 2013 with tenders closing on Friday, 23 August 2013.

Council has received nine tenders (9) for this Contract.

The evaluation of this Contract will be in Council's Closed Session.

## 10.8 Economic & Community Development Report – Prepared by Jaye Macumber

### Meetings Attended

|            |  |
|------------|--|
| 07/08/2013 | Online Marketing Workshop – Neighbourhood House, Warracknabeal                                       |
| 08/08/2013 | Prue McCredden – Beulah Business Centre  |
| 12/08/2013 | Phil Zanker re old Christies Iceworks Building, Warracknabeal  |
| 13/08/2013 | Patchewollock Progress Association   |
| 19/08/2013 | Rupanyup Consultative Committee  |
| 20/08/2013 | Murtoa Community Visit   |
| 21/08/2013 | Municipal Recovery Management & Municipal Emergency Management Planning Committee                    |
| 22/08/2013 | Hindmarsh Shire Council re Yarriambiack Shire Council Economic Development Strategy                  |
| 23/08/2013 | Minyip Recreation Reserve Committee of Management & Minyip Recreation Reserve Improvements Committee |
| 23/08/2013 | Richard Bales – Regional Development Victoria  |
| 23/08/2013 | Rupanyup Community Bank  |
| 23/08/2013 | Adrian Tyler – Rupanyup Consultative Committee re Men's Shed   |
| 26/08/2013 | Warracknabeal Action Group   |
| 27/08/2013 | Lake Marma Committee, Murtoa   |
| 03/09/2013 | Somma Sourivong, Planning & Development Manager (Department of Planning & Community Development)     |
| 03/09/2013 | Jo Naylor – Beulah Hall Committee  |
| 04/09/2013 | Grampians Region Municipal Recovery Managers Forum   |
| 04/09/2013 | Minyip Progress Association Annual General Meeting   |
| 09/09/2013 | Rupanyup Community Consultation Visit  |

### Community Development

Shire assistance provided to committees preparing for the following 2013 events:-

- Warracknabeal Action Group '2013 Beal's Christmas Festival' – commences 1 November 2013
- Murtoa's Big Weekend – 4, 5 & 6 October 2013

Murtoa Community Consultation Visit held Tuesday, 20 August 2103.

Rupanyup Community Consultation Visit held Monday, 9 September 2013.

Grant Application inquiries received and Shire assistance provided to Community Groups from: Lubeck, Patchewollock, Murtoa, Woomelang, Minyip, Beulah, Warracknabeal, Rupanyup, Hopetoun and Brim.

Discussions continued with Warracknabeal Rotary's Calvin Muller and Councillor Lisa Woods to discuss and resolve RV Friendly issues in Warracknabeal.

**Community Projects**

- Beulah Hall Kitchen Upgrade – quote received and Expression of Interest (EOI) being prepared
- Brim Flagpole Rehabilitation – waiting on quote, application to be prepared
- Flood Story Boards – Story boards installed and completed, all project funding received
- Hopetoun Community Centre – preliminary cost estimate done, draft EOI prepared
- Hopetoun RSL Building Upgrade and Patchwork Club Relocation – quotes currently being obtained and EOI being prepared
- Hopetoun Mallee Bush Retreat – final funding application was submitted 21 August 2013, waiting on funding approval
- Lake Marma Committee (Murtoa) Stage 1 redevelopment – EOI has been lodged with Department of Planning & Community Development (DPCD)
- Lubeck Cricket Club replacement of flood damaged shed at Showgrounds – project to be scoped
- Minyip Golf Club Photovoltaic System – project to be scoped
- Minyip Recreation Reserve Committee of Management & Minyip Recreation Reserve Improvements Committee – project to be scoped
- Minyip Bushland Reserve Resurfacing Project – final funding application has been submitted to DPCD, now waiting on funding approval. Preparing funding application for Department of Transport for additional work
- Patchewollock Music Event – final funding application has been submitted
- Patchewollock Rail Station and Walking Tracks – local committee is obtaining quotes for rehabilitating the station building and upgrading walking tracks
- Rupanyup Railway Station Upgrade – project to be scoped
- Rupanyup Consultative Committee Men’s Shed Application – second stage of application with supporting documents lodged with Department of Human Services
- Warracknabeal Lutheran Church African Music Event – final application has been lodged with DPCD, now waiting on funding approval
- Warracknabeal Schools Music Workshop – EOI to be prepared
- Warracknabeal Town Hall Upgrade – Committee scoping project and designing new kitchen
- Woomelang Cronomby Tanks Walking Track Development – walking tracks and car park have been gravelled. Waiting on quotes for toilet construction. Application lodged for planning permit for toilet and additional walking tracks planned subject to additional funding
- Yarriambiack Creek Footbridge in Warracknabeal – final funding application has been submitted, now waiting on funding approval

**Yarriambiack Shire Council Caravan Parks – August**

- Warracknabeal: 96 site bookings, five permanents living long-term
- Murtoa: 15 site bookings, three permanents living long-term
- Hopetoun: 26 site bookings, six permanents living long-term

**Warracknabeal Leisure Centre – August**

Wimmera Mallee Netball Association x 1 visit.

Table Tennis: seniors (44 members) each Monday night & juniors (20 members) each Wednesday night; plus 4 practise nights.

Older Adults Strength Training Group: ongoing Friday sessions x 1 hour (6-12 patrons per session)

Aerobics – Sarnia Hose nights: 4 Tuesday sessions x 1 hour (15-24 patrons per session)

Warrack Eagles: 3 training sessions, Seniors & Juniors 1-2 hours per session (20-25 patrons per session)

Ladies Night Netball: 8 week competition commenced 22 July (1 hour per week) (14-25 patrons per session)

**Squash**

2 Casual Players

4 Monday sessions x 1 hour

**Hockey**

2 Casual Players

Warracknabeal Secondary College: 3 sports teachers regularly make use of the Centre to hold their classes; 14 visits.

They have played Sports such as Badminton, Basketball, Netball as well as using the Gymnasium.

Actives After School Communities Program through Australian Sports Commission utilise the premises to deliver 2 x 7 week programs (free) to Primary school students.

Term 1: Movement to Music, Cricket & Basketball (split program)

Term 2: Hockey & Table Tennis

Term 3: Self Defence & Basketball

Gym Memberships as of 31 August 2013:-

**Adults:**

6 monthlies – 24

3 monthlies – 16

Monthly x 1

**Students:**

12 x Gold (5 days access per week)

1 x Silver (2 days access per week)

Shire Staff: 3

Woodbine: 8

Casual visits: 9

## **Business & Economic Development**

Bi-Monthly Newsletter for 'Businesses in The Yarriambiack Shire' (1<sup>st</sup> Edition for 2013/2014); completed and distributed.

Work commenced on Yarriambiack Shire Council's 2013-2016 Economic Development Strategy.

Hopetoun Industrial Estate – Currently waiting on approval of final funding application from DPCD.

Online Marketing Workshop held at Warracknabeal Neighbourhood House.

Christies Iceworks Warracknabeal – Shire assistance provided to current owners of the land and building as they discuss future options for the site.

Pop-Up Shop in Hopetoun – Shire assistance provided to Gateway BEETS' Jane Hatcher as she attempts to set-up a Pop-Up Shop in Hopetoun.

Work with Melinda Keel of the Wimmera Welcome Team on implementing Welcome Packs for newcomers to the Yarriambiack Shire.

**Community Projects – Prepared by Dennis Smith****Country Football and Netball Program 2012/2013**

We are waiting on the outcome of the application for the Minyip Murtoa Football Netball Club to upgrade the existing lighting to meet the minimum training illumination standard at the Murtoa Recreation Reserve.

**Community Facility Funding Program 2013/2014**

It is anticipated the Beulah Bowling Club Synthetic Surface installation will commence September/October (dependent on the weather conditions) and the Hopetoun Cricket Club Practice Facility construction will also commence in September, after the football final is played at the Hopetoun Recreation Reserve.

**Community Facilities Funding Program 2014/2015**

The Murtoa Bowling Club Synthetic Green Installation full application has been prepared and submitted to Sport & Recreation Victoria, with a grant requested of \$100,000 for a total project cost of \$153,000.

**Murtoa Angling Club Clubhouse**

Internal works, tank installation, veranda, paving and the fishing platform upgrade are complete with the construction of the pathway the final stage of this project. Anticipated completion of the remaining work is the end of September.

**Warracknabeal Golf Club Clubhouse Redevelopment**

Work on the construction of the disabled toilet facility is complete and the upgrade to the ladies locker room and men's locker room are both underway and will be ongoing over the next two months, with the construction of the disabled access expected to be completed September/October.

**SHARE Program (Sustainable Healthy Adaptable Resilient Engaged) – Prepared by Marianne Ferguson****Hopetoun Caravan Park**

Renovations to the ladies and laundry amenities at the Hopetoun Caravan Park are continuing. This project is Stage 2 of the facility upgrade that follows the recent renovation of the men's amenities.

**Minyip Welcome Packs**

The Minyip SHARE Committee has put together welcome packs for new residents and are available by contacting the Minyip Progress Association Secretary on 0427 857 385.

**SHARE Community Grants**

The SHARE Community Grants are currently open and will be closing on 27 September 2013. All recreation, service, community organisations, volunteer and fundraising groups which are formally constituted organisations, located within the boundary of the Yarriambiack Shire Council municipal boundaries are eligible to apply for a maximum of \$3,000. Organisations who received funding in the previous round are ineligible.

**Warracknabeal Caravan Park**

Upgrades to the ladies amenities at the Warracknabeal Caravan Park are now complete. The laundry section will be upgraded over the next six weeks.

**Woomelang Caravan Park**

Renovations to the Woomelang Caravan Park are now complete. The amenities are unisex and provide a shower in one section of the building. New signage and gravelling around the building will be completed in late September.

**Woomelang Jackie Mac Park**

Landscaping works are continuing at the Jackie Mac Park in Woomelang. New paving, gypsum paths, seating and fencing will complement the newly installed playground. The official opening of the park is proposed for Friday, 13 September 2013.

**Yaapeet Community Action Plan**

The Yaapeet Community Club is currently working on a draft of the Yaapeet Community Action Plan.

**Yarriambiack Tourism**

The Yarriambiack Tourism Facebook Page continues to grow and currently has 339 'Likes'. Members of Yarriambiack Tourism participated in a social media workshop at the Warracknabeal Neighbourhood House on Monday, 12 August 2013. The workshop assisted members to develop new business pages for tourism attractions to increase the local social media platform.



## **11 REPORTS FOR DECISION**

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

The Finance Report as at August 2013 will be tabled.

#### **Recommendation**

The Finance Report as at August 2013 be received.

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

The Revenue Report as at September 2013 will be tabled.

#### **Recommendation**

The Revenue Report as at September 2013 be received.

**11.3 Changes to Valuation Certification – Prepared Chantelle Pitt**



**CERTIFICATION FOR CHANGES IN THE VALUATION**

This is to certify that the total valuation of rateable properties in the Rate Book of the municipality of the Yarriambiack Shire Council was increased by Supplementary Valuations and Objections to Valuations as referred to in returns by Council's Valuer dated as at **1 July 2012, 28 September 2012, 2 October 2012, 9 April 2013 and 30 June 2013** and that the alterations have been incorporated into the Rate Book in accordance with such returns.

The total rates levied by the municipality on the 8<sup>th</sup> August 2012 by a General rate of **.6444 cents in the dollar** and a Differential rate of **.5477 cents in the dollar** (being all farm land within the municipality) by virtue of the Local Government Act 1989 or any other Act for that period ending 30<sup>th</sup> June 2013.

Dated this the 11<sup>th</sup> September 2013.

The Common Seal of the Yarriambiack Shire Council was hereunto affixed in the presence of:

**Councillor:** .....

**Councillor:** .....

**C.E.O:** .....

**Recommendation**

That the Certification for Changes in the Valuation be signed and sealed.

**11.4 Annual Report – Financial Statement 2012/2013 – Prepared by Anita McFarlane**

The Local Government Act requires Council to pass a resolution;

- (i) giving approval in principle to the statements
- (ii) authorising two Councillors to certify the final statements prior to the Auditors signing the Audit Report.

**Recommendation**

- (i) Council approves in principle the Financial Statements.
- (ii) Council authorises Cr Zanker and Cr Massey to certify the Financial Statements in their final form after any changes recommended, or agreed to, by the auditor have been made.
- (iii) Council approves in principle the Standard Statements.
- (iv) Council authorises Cr Zanker and Cr Massey to certify the Standard Statements in their final form after any changes recommended, or agreed to, by the auditor have been made.
- (v) Council approves in principle the Performance Statements.
- (vi) Council authorises Cr Zanker and Cr Massey to certify the Performance Statements in their final form after any changes recommended or agreed to, by the auditor have been made.

**11.5 Request to name Un-named Lane in Patchewollock - Prepared by Nathan McLean**

Council has received correspondence from Nanette Bond requesting a proposal to recognise her parents for their contribution to Patchewollock and district.

Nanette proposed that the Un-named Lane which runs from Poulton Street to Kernot Street, Patchewollock be named 'Christies Lane' in recognition of her parents.

On 10 July 2013 Council moved that Council follow due process of the Geographic Name Guidelines and advertise to the public that consideration be given to the naming of the Un-named Lane to that of 'Christies Lane'.

Council advertised in all relevant local papers and invited comments or objections from any interested parties as per the Geographic Name Guidelines and no comments or objections were received.

**Recommendation**

That Council adopt the name 'Christies Lane' and continue due process with Geographic Names.

**11.6 Capital Works Program for 2013-2014 – Prepared by Michael Evans**

The Capital Works Program for Gravel Re-Sheets, Footpaths, Kerb & Channel, Drainage and Major Culverts & Bridges as tabled.

**Recommendation**

That Council adopt the Capital Works Program (*as tabled*).

**11.7 Caravan Park Rules – Prepared by Jaye Macumber**

To assist the Caravan Park Managers and Council Officers to regulate and operate the Yarriambiack Shire Council Caravan Parks, the following rules as per the attached have been developed.

**Recommendation**

That Council adopt the Caravan Park Rules for the Hopetoun, Murtoa and Warracknabeal Caravan Parks.

Yarriambiack Shire Council Caravan Parks have established the following rules which apply during your stay in our parks. These rules are designed to minimise disturbance and inconvenience to all our visitors and ensure your stay is an enjoyable one. The Park Manager & Council are committed to the safety of all our guests and will endeavour to make your stay with us an enjoyable experience.

## Park Rules

1. Failure to abide by the rules can result in refusal into the park or removal of any persons, tent or caravan.
2. Visitors are required to book in on arrival with the Park Manager. Please contact the Park Manager on the contact number provided if necessary. This will ensure all applicable fees are paid and you have access to relevant facilities within the park during your stay.
3. A park speed limit of 10 km/hr must be observed at all times. Adherence to these limits will ensure safety for all patrons.
4. Dogs are permitted in the park provided they are kept on short leads or under the supervision of a responsible person at all times and do not cause noise or annoyance.
5. Pet owners are responsible for cleaning up after their pets. Visitors failing to adhere to these rules will be asked to remove their pet from the park.
6. Visitors must keep the area near their site in a clean and tidy manner at all times.
7. Visitors are to keep the toilet and shower facilities as clean as possible.
8. Respect of others by controlling noise during the day to a minimum and ensuring no noise is made before 8.00am and after 10.30pm.
9. All rubbish must be disposed in the waste bins provided. Littering within the park and surroundings will not be tolerated.
10. Bicycles, scooters and skate equipment are only permitted on the roadway within the park boundary. Riding on the footpath areas near amenity blocks or other camp sites is not permitted. Bicycles, scooters and skate equipment must be stored in a manner that does not cause potential hazards such as tripping when not in use.
11. Visitors are requested to report any accidental damage during their stay to the Park Manager and are expected to pay for any unreasonable breakages or damage to the facilities, amenities, gardens or trees within the park.
12. Visitors must comply with any directions of the Park Manager and or Council in relation to compliance with the Occupation Health & Safety Act and the Occupational Health & Safety Regulations.
13. Visitors use our facilities at their own risk. No responsibility is taken by the Park Manager or Council for personal loss, damage to people's property, and equipment or injury incurred during your stay. Care must be taken of your own possessions. Lock up your property when the site, cabin, van or tent is unoccupied. Any loss or injury must be reported to the Park Manager.
14. All caravans and vehicles parked, stored and moved on and around the site are done so entirely at the owner's risk.
15. The premises are not to be used for the purpose of conducting a business or any illegal activity.
16. Visitors are asked not to waste water and please advise the Park Manager if you notice water leaks within the park or facilities.
17. Visitors must ensure power leads do not cause trip or electrical hazards.
18. A permanent or temporary fence on a site is to only be built in accordance with prior written approval of the Yarriambiack Shire Council. Design of the fence shall be in accordance with Council standards.
19. Disruption caused by any visitors will not be tolerated and may result in the removal of any persons from the park without refund.
20. No permanent structures are to be erected without the prior written approval of the Yarriambiack Shire Council.
21. **Working smoke detectors MUST be installed in caravans and motor homes.**

*We trust you will abide by our rules and respect other visitors during your stay.  
Enjoy your visit to Yarriambiack Shire Council.*

**11.8 Protected Disclosure Policy – Prepared by Ray Campling****Background**

As of 11 February 2013, new legislation implementing recent integrity reforms in Victoria came into effect, in particular, the replacement of the Whistleblowers Protection Act 2001 with the Protected Disclosure Act 2012.

**Purpose of the Policy**

To facilitate and support compliance by the Yarriambiack Shire Council to the Protected Disclosure Act 2012 and establish a framework for reporting protected disclosures of improper or corrupt conduct, or detrimental action by Yarriambiack Shire Council Councillors or its employees.

Yarriambiack Shire Council recognises the value of transparency and accountability in its administrative and management practices. Council supports the making of disclosures that reveal the corrupt or improper conduct, or detrimental action of employees, officers or members and is committed to the aims and objectives of the Protected Disclosure Act 2012.

**Recommendation**

That Council adopt the Protective Disclosure Policy.



**11.9 Celebrating Young People Youth Grants Round 15 – Prepared by Gavin Blinman**

The current round of Celebrating Young People Youth Grants attracted three entries requesting a total of \$2,100.

These are:

|  |                   |
|--|-------------------|
| <b>Warracknabeal Secondary College .....</b> | <b>\$700.00</b>   |
| <b>Beulah Primary School .....</b>           | <b>\$400.00</b>   |
| <b>Keely Michael.....</b>                    | <b>\$1,000.00</b> |
| <b>Total.....</b>                            | <b>\$2,100.00</b> |

We allow \$5,000 for each round of the Grant.

The programs all provide an experience for young people that broaden their social skills and improve life skills.

**Recommendation**

That Council approves each of the above grants for the requested amounts.

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

**13 CLOSED SESSION**

**14 MINUTES FROM MEETINGS**

**15 ATTACHMENTS / REPORTS**

**16 NEXT MEETING**

The next meeting of Council will be held on Wednesday, 9 October 2013 at 9:30am at Warracknabeal.

**17 CLOSE**

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