

**AGENDA OF ORDINARY MEETING OF YARRIAMBIACK SHIRE COUNCIL TO BE HELD ON WEDNESDAY 22 APRIL 2015 AT THE MUNICIPAL OFFICE 34 LYLE STREET WARRACKNABEAL AT 2:00 PM**

---

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

**5 APOLOGIES**

**6 CONFIRMATION OF MINUTES**

Ordinary Meeting of Council – 25 March 2015

Closed Session of Council – 25 March 2015

**7 DECLARATION OF CONFLICT OF INTEREST**

## **8 BUSINESS ARISING**

### **8.1 Action List from last meeting**

Moved R Kingston seconded T Grange that the Yarriambiack Shire Council write to Fairfax Media expressing our profound disappointment in their recent decision to savagely cut jobs at their regional papers.

Letter sent: 21 April 2015, Reference: bs: 55 - 2015

### **8.2 Ongoing and Pending Action List**

## **9 PETITIONS**

## **10 REPORTS**

### **Corporate Reports**

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

## **11 REPORTS FOR DECISION**

- 11.1 Finance Report
- 11.2 Revenue Report
- 11.3 Community Group Financial Assistance Scheme, April 2015
- 11.4 Councillor Caretaker Procedure Policy Review

**10.1 Mayor's Report – Prepared by Andrew McLean**

24-26 March	Canberra with fellow Regional Councils making Deputations to MPs or staff
28 March	Attended the 50 <sup>th</sup> Anniversary Dinner of the Warracknabeal Lions Club
8 April	Attended Council Forum
10 April	Attended the Audit and Board meeting of the Grampians Central West Waste and Resource Recovery Group in Ararat
18 April	Attended the 75th Anniversary of the Warracknabeal Town Hall
20 April	Attended the Launch of Volunteering Western Victoria and the Wimmera Hub Partnership in Horsham

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

- 02 April                      Attended GWMWater Recreational Water Users Group meeting in Horsham
- 06 April                      Attended Hopetoun Senior Citizens Easter Lunch and Activities Day
- 10 April                      Attended Wimmera Development Association (WDA) Councillor Briefing Session at Grains Innovation Park in Horsham
- 16 -17 April                  Attended Rural Summit at Halls Gap
- 21 April                      Attended Wimmera Mallee Tourism meeting

**Cr G Massey**

- 03 April                      Opened Art Show for Y/Fest Easter Festival in Warracknabeal
- 08 April                      Council Forum
- 10 April                      Wimmera Development Association Councillors' Forum at Horsham
- 13 April                      Chaired Warracknabeal Town Hall Committee AGM
- Met with CEO Ray Campling and Federation University Chancellor Dr Paul Hemming and Geoff Lord of Federation University Australia
- 14 April                      Attended Warracknabeal Action Group meeting in Warracknabeal
- 17 April                      Attended Wimmera Regional Library Corporation board meeting in St Arnaud
- 18 April                      Attended Warracknabeal Town Hall Committee 75<sup>th</sup> Anniversary Celebrations

YARRIAMBIACK SHIRE COUNCIL

COUNCIL MEETING

AGENDA

22 APRIL 2015

---

**Cr K Zanker**

- 02 April                      Attended Rural Financial Counselling Services general meeting
- 03 April                      Attended the Arts Council Official Opening
- 04 April                      Attended the Y/Fest Street Parade
- 08 April                      Yarriambiack Shire Council Forum
- 10 April                     Attended Councillor Briefing Session at Grains innovation Park – Horsham
- 13 April                     Volunteering Western Victoria special meeting
- 18 April                     Attended the Warracknabeal Town Hall 75th Anniversary Celebrations

**Cr R Kingston**

- 07 April                     Sustainability Victoria meeting in Horsham – Information gathering session re upcoming climate change forums
- 08 April                     Council Forum
- 10 April                     Wimmera Councils Councillor Briefing Session – Horsham
- 13 April                     Rupanyup Consultative Committee meeting
- 14 April                     Murtoa Showgrounds Tri-annual General meeting
- 16 -17 April                Rural Councils Victoria Rural Summit – Halls Gap
- 20 April                     Rupanyup/Minyip Community Bank public meeting re the Rupanyup Retail Precinct Feasibility Study
- 21 April                     Dunmunkle Creek Flood Study Steering Committee meeting – Rupanyup

**Cr L Woods**

- 03 April Met with Chairperson of Wimmera Easter Convention Chair re available accommodation, or lack thereof in the area over Easter
- 04 April Attended Y/Fest celebrations in Warracknabeal; particularly impressed with the street parade this year and the buskers
- 06 April Conversation with C Phelan re same sex marriage
- 13 April Hosted RoadSafe Wimmera meeting in Council Chambers – minus urges provided to other Councillors
- 16 April Attended Wimmera Drug Action Task Force meeting in Horsham

**Cr T Grange**

- 25 March Council meeting
- 01 April Minyip Progress meeting
- 07 April Municipal Emergency Management Planning Committee meeting in Warracknabeal
- 08 April Council Forum
- 10 April Attended Grains Innovation Park, Horsham – Councillor Briefing Session
- 13 April Attended Rupanyup Consultative meeting – Rupanyup  
Attended Rupanyup Community Consultative Committee meeting on tourism and promotion
- 14 April Wimmera Development Association (WDA) Executive meeting – Horsham  
WDA Board meeting – Horsham
- 15 April Attended Minyip A & P Society meeting – Minyip
- 15 -17 April Rural Summit – Halls Gap
- 20 April Met with VicPol Acting Superintendant Paul Margetts re Minyip Police Station – Minyip
- 21 April Murtoa Progress Association meeting – Murtoa

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

- Attended Wimmera Southern Mallee LLEN executive meeting in Horsham
- Met with Tim Harrison – Regional Development Victoria (RDV) Social Services
- Attended Rural Councils Victoria executive meeting in Lancefield
- Met with Justine Linley, CEO Northern Grampians Shire Council – Shared Services
- Met with David Brennan, CEO Wimmera Catchment Management Authority – Councillor Information Session
- Met with Tim Westcott, RDV – Wimmera Southern Mallee Regional Growth Plan
- Met with Inspectors Brad Bennett and Ian Lindsay – Community Safety
- Met with Madeleine Jones – Grampians Regional Management Forum Programs
- Met with John Hicks, CEO Buloke Shire Council – Minimal Service Levels
- Met with Mark Williams, GMMWater – various matters
- Attended various Y/Fest activities – Opening of the Art Show, Street Marshalled at the Street Parade, attended the races, busking and museum events
- Attended Wimmera Development Association meeting in Horsham
- Attended Wimmera Regional Local Government CEO's meeting in Horsham
- Attended Wimmera Southern Mallee Crime Prevention meeting in Stawell
- Attended Councillors' Information Briefing Session at the Grains Innovation Park in Horsham
- Attended Rupanyup Consultative Committee meeting
- Attended and facilitated at the Rural Council's Victorian Summit at Halls Gap
- With Deputy Mayor, Graeme Massey met with Dr Paul Hemming Chancellor and Geoffrey Lord of Federation University Australia

**10.4 Director Infrastructure & Planning Report – Prepared by James Magee****Automatic Weather Station (AWS) for Warracknabeal**

Yarriambiack Shire has been investigating the installation of a weather station at Warracknabeal Aerodrome. Funding has been sourced and application has been made to the Bureau of Meteorology (BOM) for the AWS to become part of their system. Council may operate the AWS independently from the BOM and provide the information to the public. The AWS will have an Automatic Weather Information Service (AWIS) attached which will provide live weather information to the aviation industry as well.

**Hopetoun Industrial Estate**

Road construction works are complete with hot mix being applied to the entrance and drainage works completed during the last month. Security fencing for Lot 1 will be constructed by Peter Robins as the final task in coming weeks. A planning permit application has been received for a panel beating/spray painting business for the same Lot. The fencing of a second Lot will be put to Council for approval during the upcoming budget process. Four industrial Lots have been created from the subdivision.

**Capital Works on Boundary Roads**

Yarriambiack Shire Council has been in discussion with Northern Grampians Shire and Horsham Rural City about future upgrades of the Glenorchy Road and the Minyip Dimboola Road. Costs are shared on boundary roads. The upgrade of a section of the Minyip Dimboola Road will be constructed by Horsham Rural City Council in 2015/16 with Yarriambiack Shire Council contributing half cost, while with the Glenorchy Road, it is proposed that Yarriambiack Shire Council will construct and seal the final kilometre in the 2016/17 year with Northern Grampians Shire Council contributing half the cost. All Councils will now put this through their budgetary processes for approval.

**Rupanyup and Minyip - National Broadband Network (NBN)**

Rupanyup and Minyip NBN towers went live during March so residents can now check with the various providers for internet packages on the new system. Murtoa tower went live in October last year.



## **Community Projects – Prepared by David Thompson**

### **Beulah Hall Kitchen Upgrade and Beulah Multi-purpose Centre Upgrade joint Project**

- The kitchen upgrade is complete
- The multi-purpose centre works are in progress with verandah framing now complete
- Steps, railing and floor covering works are still to be completed

### **Hopetoun RSL Project**

- The committee is currently repairing and upgrading the floor to complete the Regional Development Victoria funded component of the project
- The next stage will be implementing the LGIP component of \$10,000

### **Hopetoun Industrial Estate**

- Hot mix sealing, line marking are complete
- The only outstanding works are some fencing

### **Lake Marma Revitalisation Project**

- The works are complete
- This has been an excellent project with a very professional and good working local committee

### **Public Safety Lighting Project**

- This consists of the installation of 43 lights across eight towns in the Shire
- All lighting will be LED lights
- The contractor has ordered materials



**10.5 Capital Works Program 2014/2015 – Prepared by Chris Lehmann**

<b>Roads &amp; Streets – Urban Roads</b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Craig Avenue Warracknabeal		June 2015	June 2015	Contractor
Degenhardt Street Murtoa	50%	April 2015	May 2015	Shire
Mill Street Minyip		June 2015	June 2015	Willmores
Railway Street Warracknabeal		April 2015	May 2015	Shire
<b>Roads &amp; Streets – Rural Roads</b>				
Ashens Jackson Road		May 2015	June 2015	To be Completed by Inroads
Glenorchy Road	100%	January 2015	February 2015	Drums Pit
Hopetoun Yaapeet Road	100%	December 2014	December 2014	Conway Pit
Hopetoun Yaapeet / Glenore School Road		April 2015	June 2015	Websters Pit
Linklaters Road	100%	December 2014	January 2015	Burns Pit
Murtoa Settlement Road	20%	April 2015	May 2015	Chapmans Pit
Patchewollock Tempy Road	100%	September 2014	October 2014	Burns Pit

<b>Roads &amp; Streets – Rural Roads (continued)</b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Rupanyup Road	100%	February 2015	April 2015	Hewitts Pit
Sea Lake Lascelles Road	30%	March 2015	June 2015	Andersons Pit
Sheep Hills Warracknabeal Road	100%	September 2014	October 2014	Hewitts Pit
Watchem Warracknabeal Road	20%	April 2015	May 2015	Hewitts Pit
<b>Gravel Shoulders</b>				
Blue Ribbon Road	70%	January 2015	May 2015	Murphys/Hewitts Pit
Rupanyup Road	100%	November 2014	February 2015	Hewitts Pit
Longerenong Road	100%	October 2014	October 2014	Chapmans Pit

<b>Gravel Re-Sheets</b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Adlers Road		May 2015		
Boundary Road	100%	March 2015	March 2015	Websters Pit
Cannum 5 Chain Road		May 2015		
Desert Road	100%	July 2014	July 2014	Hallams Pit
Dogwood Road		June 2015		
Dunlops Road	100%	September 2014	September 2014	Chapmans Pit
Echungga Road	100%	September 2014	September 2014	Hallams Pit
Georges Road	100%	October 2014	October 2014	Hallams Pit
Goyura East School Bus Route	100%	October 2014	October 2014	Andersons Pit
Greenhills Road		June 2015		
Jim Jollys Road	100%	July 2014	July 2014	Moles Pit
Jollys Road	100%	July 2014	July 2014	Andersons Pit

<b>Gravel Re-Sheets <i>continued</i></b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Kellys Road	100%	July 2014	July 2014	Andersons Pit
Kelm Road	100%	November 2014	November 2014	Chapmans Pit
Kent Road	100%	November 2014	November 2014	Reeves Gravel
Kewell East Road	100%	September 2014	September 2014	Chapmans Pit
Kewell School Road	100%	August 2014	August 2014	Chapmans Pit
Kinkora Road	100%	August 2014	August 2014	Hallams Pit
Lawler Carron Road		June 2015		
Linghams Road	100%	April 2015	April 2015	McKays Pit
Longerenong Warracknabeal Road		May 2015		Drums Pit
McKays Road	100%	April 2015	April 2015	McKays Pit
McPhersons Road	100%	April 2015	April 2015	Hallams Pit
Michael Road	100%	July 2014	July 2014	Hallams Pit
Morcoms Road	100%	October 2014	October 2014	Chapmans Pit
Niewands Road	100%	September 2014	September 2014	Chapmans Pit

## YARRIAMBIACK SHIRE COUNCIL

COUNCIL MEETING

AGENDA

22 APRIL 2015

<b>Gravel Re-Sheets (continued)</b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Phitzner Eys Road	100%	March 2015	April 2015	Eys Pit
Popes Road		May 2015		
Quicks Road		April 2015		Murphys Pit
Rickards Road		May 2015		Hallams Pit
Schultzs Road	100%	November 2014	November 2014	Hewitts Pit
Tregenza Road	100%	March 2015	April 2015	Websters Pit
Warranooke Road		May 2015		McKays Pit
Watchupga West Road	100%	July 2014	July 2014	Andersons Pit
Woods Road	100%	September 2014	September 2014	Chapmans Pit
Wrights Road		April 2015		

## YARRIAMBIACK SHIRE COUNCIL

COUNCIL MEETING

AGENDA

22 APRIL 2015

<b>Footpaths</b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Campbell Street Warracknabeal	100%	February 2015	February 2015	Luke Wyllie
Craig Avenue Warracknabeal	100%	February 2015	March 2015	Luke Wyllie
Cromie Street Rupanyup		May 2015		Luke Wyllie
Lyle Street Warracknabeal		June 2015		Luke Wyllie
Main Street Minyip	30%	February 2015		Luke Wyllie
McLeod Street Minyip	70%	August 2014		Council Staff undertaking works
Webb Street Murtoa	100%	January 2015	January 2015	Willmores



<b>Kerb &amp; Channel</b>				
<b><i>Project</i></b>	<b><i>% Completed</i></b>	<b><i>Start Date</i></b>	<b><i>Completion Date</i></b>	<b><i>Comments</i></b>
Dennys Street Hopetoun		May 2015		Willmores
Foundry Street Minyip				Willmores
Mill Street Minyip	30%	February 2015		Willmores
South Street Minyip				Willmores
Stewart Street Rupanyup				Willmores
Webb Street Murtoa	100%	January 2015	January 2015	Willmores
Wimmera Street Minyip				Willmores

### **Other Works**

Finish Fire Claim in Yaapeet  
 Cleaned up Caravan Park in Warracknabeal  
 Line Marking  
 Drainage Pit Cleaning in Warracknabeal

**10.6 Community Services Report – Prepared by Gavin Blinman****Kindergartens**

We have received feedback from Department of Education & Training (DET) about our recent incident, we will now send our response and meet with them in Ballarat and discuss the issues with key Early Years staff.

As part of our response we need to develop more comprehensive procedures to highlight each staff member's responsibilities. As a provider we will need to review all Early Years' policies as we will now be reviewed again by DET later in the year.

**Environmental Health / Local Laws – Prepared by Tim Rose & Greg Wilson**

Food inspections have continued over this period. Generally, the compliance levels observed have been positive and no major non-conformance issues arising at this stage. Council has undertaken an assessment of a closed food premises in the south of the Shire, where it is the intention of the current owners to complete rectification works and re-open the food business after four years of closure.

Council's initiative to provide subsidised infrared thermometers to sporting clubs and community groups with mixed food business registrations has now been completed.

Food business sampling occurred over this month with the majority of samples returning satisfactory results. The businesses that returned failed or marginal quality results have been inspected. This involves speaking with proprietors about what factors influence particular results and how they can be improved. Further samples will be obtained in coming weeks to ensure compliance.

Council has received complaints in relation to wastewater not being contained within a property owner's boundary. All complaints have been investigated and where they have not been immediately resolved, letters have been sent to owners to provide them with the information to comply.

Lake Marma still appears to be experiencing water quality issues. Council will arrange for further sampling of the lake to occur to determine if quality is improving. When the quality is restored to safe recreational standards, the signage erected at the lake will be removed.

It has been quiet for cats and dogs for a change, with very few wandering dog complaints (just a couple of the usual suspects).

Several fines have been issued for dog related offences from last month for minor dog attack and dogs at large.

No cats have been trapped or handed in over the last three weeks. However, we do not expect this trend to continue.

Some of the issues with horses in towns have been rectified. We are still working through others with an outcome expected shortly.

There are several unsightly yard issues on the go across the Shire with some already cleaned up, but several more outstanding.

The draft Local Law is now out for public comment until the end of April.

**Aged and Disability – Prepared by Lisa Dunkley****HACC**

Yarriambiack Shire Council and Rural Northwest Health have been working together to create 'Memory Strategies Group' under the guidance of Kylie Zanker. We held our first information session in Minyip on Thursday, 9 April 2015 with a wonderful attendance of 19.

The Yarriambiack Shire will run sessions for the next five to six weeks with assistance from Kylie Zanker. These sessions will assist the elderly to learn memory strategies that they can apply to everyday living and also socialise with people with the same concerns. We will look at holding these sessions in the northern part of our Shire in the later half of the year.

**Volunteer Meals and Transport – Prepared by Michelle Hallam****Volunteer Transport**

For the month of March 2015 we have completed 12 drives which is an increase compared to March 2014, mostly Warracknabeal residents going to Ballarat and Horsham accessing specialists.

**Meals on Wheels & Centre Base Meals**

Surveys for Meals on Wheels and Centre Base Meals will be conducted over April / May. Once these have been completed, results will be reviewed and feedback will be provided to all kitchens.

Tenders are still being advertised in the local papers for local business to apply. The tender will close 17 April 2015.

**Youth**

The new Youth Engagement Officer, Murray McKenzie commenced 13 April 2015.

**Maternal and Child Health – Prepared by Nanette Freckleton & Ros Barber**

Works at Rupanyup are underway to improve the MCH end of the building and improve the kitchen facilities.

The Warracknabeal Centre has had a new weatherproof outdoor area installed, this will provide families better access to the centre.

The Woomelang playgroup is running and will support families now the kindergarten has ceased due to low numbers, I am meeting with the committee and staff shortly to look at any needs they may have.

To end of March	51 birth notifications	76 enrolments
Same time March, 2014	48 birth notifications	69 enrolments

- Monthly immunisations well attended
- Round 2 of school immunisation program to commence in May 2015
- Staff Fluvax on 23 April 2015
- Country Women's Association (CWA) making packs for needy families, will initially prepare two per centre =20
- CWA will be making woollens for the Hopetoun triplets and beanies for children up to age 5 who need them
- Playgroup Victoria Van will be in Murtoa this month for children's activities at Our Lady Help of Christians School

### **Emergency Relief Funding**

The CEO and I met with Wimmera Uniting Care staff; we will work with them to ensure people living in our Shire have a service that meets their needs. We will undertake a mail-out to all clients once we are clear how the new service will operate.

**SHARE Program (Sustainable Healthy Adaptable Resilient Engaged) – Prepared by Marianne Ferguson****Community Assistance Grants**

The Community Assistance Grants are now closed. These grants are to assist with the maintenance and capital improvements of community assets and events and community groups can apply for a maximum of \$500.

**Wimmera Southern Mallee Identifying Supply Chains Study**

The project builds on the Wimmera Southern Mallee Regional Transport Strategy 2014 and other work conducted by the Wimmera Southern Mallee Regional Transport Group, identifying the need for transport routes which are appropriate for the region's freight task. A list of relevant stakeholders for the Yarriambiack Shire has been drafted for consultation.

**Regional Victoria Living Expo**

The exhibition stand images have been finalised. The aim is to create a regional concept for the event. The Economic Development brochure and Lentil & Chickpea Recipe Books are currently being printed. The Wimmera Development Association is encouraging business owners to provide information regarding current job vacancies and businesses for sale to be advertised at the event. The Warracknabeal 'Open for Inspection' weekend is currently being organised for 30 May 2015 to promote regional living. The weekend will include racing, football and netball match, Neighbourhood House Monster Garage Sale, Food Fest, Yarrilinks Tree Planting and a Fishing Competition.

**Rural Retail Handbook**

Rural Councils Victoria has released the Rural Retail Handbook as a resource for Councils and retailers to assist small towns flourish. The handbook is available on the Rural Council Victoria website [www.ruralcouncilsvictoria.org.au](http://www.ruralcouncilsvictoria.org.au).

**Wimmera Mallee Tourism**

The Wimmera Mallee Tourism Facebook Page currently has 2,636 'Likes'. Wimmera Mallee Tourism is currently preparing to partner with the Horsham Tourism Advisory Group to attend the Melbourne 4WD and Outdoor Expo in August 2015. The Strategic and Marketing plans are currently under review.

**Woomelang Caravan Park Upgrade**

A Building Application for the installation of a new roof for the amenities at the Woomelang Caravan Park has been submitted. The upgrade will also see landscaping of the site. This project was funded by the Local Government Infrastructure Fund.

**Yarriambiack Tourism**

The Yarriambiack Tourism Facebook Page currently has 1,192 'Likes'. The March Facebook Grain Recipe Competition has now closed. Patchewollock and Warracknabeal brochures are currently in draft form. The Tip Treasure Tour to promote the Transfer Station Resale Sheds in Hopetoun, Warracknabeal, Murtoa and soon to be constructed shed in Rupanyup is being printed.

**10.7 Infrastructure Services Report – Prepared by Bernie Naylor****C189 & C190/2015 - Kerbside Waste and Recycling Services**

Following Council's evaluation meeting where the Kerbside Waste and Recycling Service contract was awarded to Wimmera Mallee Waste, I have had a contract meeting with the contractor who was extremely pleased and appreciative to be awarded the contract.

At this stage there will be no changes to the existing schedules and routes and Mr Mick Parry has ensured that the company will continue to support our local business and provide the support to the many events such as the Warracknabeal Machinery Museum Weekend, Minyip Bowling Club, and the Mallee Machinery Field Days.

**Fuel Contract**

Council's existing fuel contract through Procurement Australia ceased on 1 April 2015 and a new contract has been awarded to Fleetcard.

The contract for the supply of fuels at retail outlets using a 'multi-branded' fuel card was advertised on 4 February 2015 in the Herald Sun, Sydney Morning Herald and Adelaide Advertiser.

Tenders for the above contract closed on 18 February 2015.

Under the conditions of this contract those independent retail fuel outlets who accept the 'Fleetcard' have the opportunity to supply fuel to Council through the following two options:-

- Through the Fleetcard and their submitted discount
- As a retail outlet who accepts Fleetcard, the independent fuel outlet can arrange through Procurement Australia to provide their own discounts for the supply of fuels to participating Councils

I am currently in discussions with our local fuel retailers to ascertain about purchasing fuel direct from these local suppliers and any discounts that maybe provided.

Council has agreed to participate in this fuel contract which is for three (3) years with the option to extend for a further two (2) years.

**Minyip Transfer Station – Hours of Operation**

Following Council's Community Engagement meeting with the Minyip Community last year where the residents were informed of our concerns at the rising costs of operating the Minyip Transfer Station and the small number of residents using the facility, we have reviewed the hours and will trial the following proposed hours from 1 July 2015.

Existing Hours: Tuesday 1pm – 5pm, Thur 8 – 12 noon & Sun 1 – 5pm

Proposed Hours of Operation: Tuesday 2pm – 5pm & Sunday 8am – 11am

Council will advertise this in the local newsletter and put notices up at the Transfer Station and shops in the town to provide plenty of notice to residents of the proposed changes to the operating hours.

### **Sealing Trial**

As part of the Regional Procurement Tender for the Bituminous Surfacing Program, Inroads proposed performing a trial of various primer sealing treatments, varying both the binder type and the aggregate size.

The trial is designed to gain a greater understanding of the most appropriate sealing solutions for newly constructed pavements in a typical rural environment.

The trial was conducted on 23 March 2015 on the Rupanyup Road over a 1.7km section of newly constructed pavement.

A project summary will be provided to all Councils involved in this joint contract, with Inroads performing post seal inspections every six months over a two year period.

**Assets – Prepared by Mick Evans**

- Ongoing development of Levels of Service Plans
- Organised the Asset Management Working Group to evaluate nominated projects and supply Asset Handover sheets for any completed Council asset projects over the past 12 months
- Attended a meeting with the Bureau of Meteorology in conjunction with the external consultant Driscoll Engineering discussing weather station opportunities at Warracknabeal and weather station upgrade opportunities at Hopetoun
- Developing the 2015-2016 Capital Works Program
- Inspected and discussed reseal options on Warracknabeal Aerodrome runway with external consultant from Inroads
- Linked in to the Regional Aerodrome Teleconference meeting
- Attended a Building Condition Assessment and Building Asset Management course in Horsham
- Attended the Regional Asset Management Working Group meeting in Swan Hill

**OH&S and Risk Management**

- Attended Council's Risk Management and OH&S Committee meeting

**Emergency Management**

- Attended Council's MEMPC meeting

**Environment – Prepared by Geoff Harvey**

- Completed and submitted application for Green Army Team for Shire
- Attended Yarrilinks meeting at Brim
- Provided letters of support for Beulah, Hopetoun, Woomelang, Lascelles and Rainbow & District Landcare groups to assist Landcare Co-ordinator to apply for grants
- Inspected and arranged for removal of dead and dangerous trees in Warracknabeal
- Inspected trees in Murtoa and Rupanyup
- Attended meeting with Sustainability Victoria staff in Horsham

**OH&S Officer – Prepared by Robert Taylor**

- Currently undertaking audits on works depots with the OH&S representatives
- Working on the minor plant list at the depots; Minyip, Murtoa, Rupanyup. Warracknabeal and the mechanics depots are completed. Hopetoun and the minor plant in graders and utilities to go
- The Safe Work Method Statements (SWMS) have been upgraded and I'm in the process of implementing the ones we require



**Technical Officer – Prepared by Tony Brennan**

- Continued with six monthly Grading Program data entries
- Met with WorkCo re Caravan Park Caretakers
- Entered inspection data for all gravel/dirt roads in the northern part of the Shire
- Advertised tender for Murtoa depot shed re-cladding on Tenderlink Website
- Conducted Aerodrome Inspection twice weekly during April
- Dates altered for Aerodrome Reporting Officers course to 20-22 April 2015
- Prepare Plant/Vehicle Checklist reports and emailed to Supervisors and Managers
- Carried out higher duties for Bernie Naylor from 7-10 April 2015

**Murtoa caravan park upgrade - Prepared by Tony Brennan**

Renovation works to upgrade the Murtoa Caravan Park amenities are near completion with a new rainwater tank installed to replace the old tanks and stands. Paving can now be addressed with the installation of the new tank.

**Warracknabeal Regional Livestock Exchange**

- Sale held 18 March – 4,292 head
- Sale Cancelled for 1 April 2015 due to Easter break for abattoirs
- Conduct a handover meeting of the canteen between Manuel & Sally Deli (retired) and the new operators Leonie & Danny Naylor
- Livestock Exchange Software updates carried out on laptops

**Caravan Park Occupancy March 2015**

<b>State</b>	<b>Warracknabeal</b>	<b>Hopetoun</b>	<b>Murtoa</b>
VIC	32	69	44
NSW	14	0	20
WA	2	0	0
QLD	6	0	0
SA	7	0	14
NT	0	0	0
ACT	0	0	0
TAS	0	0	0
International	0	0	3
Permanents	(6 x 31) = 186	(14 x 5) = 70 (17 x 3) = 51	(31 x 2) = 62
<b>Monthly Occupancy</b>	<b>247</b>	<b>190</b>	<b>143</b>

**Design – Prepared by Garrett Liston**

- Since the last meeting with Council there have been a few completions of works from the Capital Works Program. The two sections of the Rupanyup Road which were to be completed are now sealed and opened for use, the northern section included a trial of multiple seal pavements from Inroads as to how these will fair in our conditions. Work crews are about to fire up again for a post Easter rush with the Sea Lake Lascelles Road, Murtoa Settlement Road and Watchem Warracknabeal Road all being ready to start in the coming fortnight
- The Avenue and Campbell Street footpath works have been completed by Warracknabeal Bobcat and Trenching with Craig Avenue and Main Street, Minyip works planned to commence in the coming month
- Kerb and Channel works in Minyip are planned to commence shortly along with the Hopetoun Yaapeet Glenore School Road works
- Presently continuing to finalise the remainder of this year's Capital Works Program
- Plans to commence looking at the survey for next year's Capital Works Program

**OH&S/Risk Management – Prepared by Barry Sullivan**

Kindergartens and the Maternal Child & Health Centre staff have been informed of the new 'No Smoking' within four meters of building entrances signs. Staff have been asked to determine how many signs they need and to put up the relevant 'Please Don't Smoke Here' posters. Once sign numbers are determined they can be ordered through the Department of Health and Human Services at no cost.

Community Project Officers overseeing on-ground community projects are in the process of understanding and defining their role in managing risk and safety on, on-ground projects. A checklist has been developed and issued to Community Project Officers to ensure systems are in place in the event of an incident occurring.

The main office Emergency Management Plan has been completed. A desktop exercise has been completed by Fire Wardens with further evacuation exercises planned.

Around 76 Domestic Asbestos Removal Kits have now been distributed to Yarriambiack Shire residence renovating their homes or demolishing outbuilding on their property.

## **11 REPORTS FOR DECISION**

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

The Finance Report as at March 2015 will be tabled.

#### **Recommendation**

The Finance Report as at March 2015 be received.

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

The Revenue Report as at April 2015 will be tabled.

#### **Recommendation**

The Revenue Report as at April 2015 be received.

### 11.3 Community Group Financial Assistance Scheme, April 2015 – Prepared by Marianne Ferguson

Council received 17 applications for funding under the Community Group Financial Assistance Scheme. The total amount requested by the various organisations is \$7,729.

Summary of applications received:-

Organisation	Description	Amount Requested	Amount Recommended
Beulah Park Trustees	Wall mounted soap dispensers	\$500	\$500
Brim Memorial Bowling Club	Automatic watering system	\$500	\$500
Friends of Wyperfeld National Park Inc.	Information Centre - amenities solar lighting	\$500	\$500
Hopetoun Men's Shed	Men's Shed Field Trip – Spanner Man	\$500	\$500
Hopetoun Campus Ladies Auxiliary	Two portable toilet raisers	\$280	\$280
Minyip A & P Society	Printer	\$249	\$249
Minyip Ladies Exercise Group	Exercise matting	\$400	\$400
Minyip Primary School	Resurfacing of the Minyip Primary School Netball/Basketball Court	\$500	\$500
Minyip Shocking Arts Collective	Exhibition – Annual A & P Show	\$500	\$500
Murtoa Golf Club	Office upgrade – paint	\$500	\$500
Warracknabeal Aero Club	All weather parking site for ambulance use	\$500	\$500
Warracknabeal Bowling Club	Winter Bowls Program – advertising & catering	\$350	\$350
Warracknabeal Hockey Club	Goal keeping equipment	\$500	\$500
W/Beal Neighbourhood House & Learning Centre	Portable data projection screen	\$450	\$450
Woomelang Golf Club	Entrance signage	\$500	\$500
Woomelang Lascelles Combined Sporting Club	Whipper snipper and mower	\$500	\$500
Yarrilinks	Event costs	\$500	\$500
	<b>Total</b>	<b>\$7,729</b>	<b>\$7,729</b>

#### Recommendation

That Council approve the above nominated projects under the 2014/2015 SHARE Community Group Financial Assistance Scheme.

**11.4 Councillor Caretaker Procedure Policy Review – Prepared by Bernardine Schilling**

The purpose of the Councillor Caretaker Procedure Policy is to ensure that ordinary business of Local Government in the Yarriambiack Shire Council continues throughout an election period in a responsible and transparent manner and in accordance with statutory requirements and established “caretaker” conventions.

These procedures commit Council during the caretaker period to:

1. Avoid making significant new policies or major decisions that could unreasonably bind a future Council; and
2. Ensure that public resources, including staff resources, are not used in election campaigning or in a way that may improperly influence the result of an election, or improperly advantage existing councillors as candidates in the election.

**Recommendation**

That the Councillor Caretaker Procedure Policy be adopted and be reviewed again in two years time.

**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, 27 May 2015 at 2:00 pm at Warracknabeal.

**17 CLOSE**

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

Application Identifier	Application type	Property Location						Estimated Cost of Works	Proposed Use or Development	Applicant Details					Date Application Received	Responsible Authority Outcome	Date of Responsible Authority Outcome	
		Street Address			Crown Description		Lot on Plan			Name	Street Number, Name, Type	Locality	State	Postcode				
		Street Number, Name, Type	Locality	Postcode	Allotment, Block, Section, and Parish/Township	Lot	Plan											
1.1	1.2	1.3.1.1	1.3.1.2	1.3.1.3	1.3.4	1.3.5.1	1.3.5.2	1.7	1.8	1.9.1	1.9.1.1	1.9.1.2	1.9.1.3	1.9.1.5	2.1	4.1	4.2	
TP39-14	New application	Sunraysia Highway	Woomelang	3485		1	PS442517	400,000	Additional 2 Bunkers	Mark Carter	PO Box 313	Kerang	Vic	5379	24/07/2014	In progress		
TP03-15	New application	109 Wimmera Highway	Rupanyup	3388	CA 12 Parish Rupanyup			175,000	Construction of Men's Shed	Rohan Fry	PO Box 671	Stawell	Vic	3380	12/01/2015	Permit issued by a delegate of the Responsible Authority	10/03/2015	
TP09-15	New application	Tarrant St	Warracknabeal	3393				500,000	Development of land for Rural Store and subdivison of the land.	Price Merrett	PO Box 313	Kerang	Vic	3579	13/03/2015	In progress		
TP17-15	New application	7383 Henty Highway	Hopetoun	3396	CA 16 Parish Chiprick	CA16	TP363779N	340,000	Construction of 2nd Dwelling	Daniel Watson	PO Box 13	Warracknabeal	Vic	3396	19/02/2015	Permit issued by a delegate of the Responsible Authority	13/03/2015	
TP18-15	New application	Sunraysia Highway	Speed	3488	CA 1 Parish Gorya			35,000	Erect a Building	Leslie Down	C/- Post Office	Speed	Vic	3488	23/02/2015	Permit issued by a delegate of the Responsible Authority	03/03/2015	
TP19-15	New application	109 Wimmera Highway	Rupanyup	3388	CA 1 & 2 Parish of Rupanyup			60,000	Re-Erection of Dwelling	Robin Barber	PO Box 669	Horsham	Vic	3402	11/03/2015	In progress		
TP20-15	New application	Henty Highway	Brim	3391	CA 59		PS613504D	1,000	Installation of Mast	GWMWater	11 McLachlan St	Horsham	Vic	3400	13/03/2015	In progress		
TP21-15	New application	Luna Park Rd	Beulah	3395	CA 2, 3, & pt 4 Parish Galaquil		TP10840K	1,000	Installation of Mast	GWMWater	11 McLachlan St	Horsham	Vic	3400	13/03/2015	In progress		
TP23-15	New application	2961 Sea Lake-Lascelles Rd	Lascelles	3487		1	TP673771	0,00	Subdivision	Price Merrett Consulting	PO Box 1172	Swan Hill	Vic	3585	11/03/2015	In progress		
TP24-15	New application	Strachan St	Hopetoun	3395		1	PS429577A	1,000	Installation of Mast	GWMWater	11 McLachlan St	Horsham	Vic	3400	13/03/2015	In progress		
TP45-13a	Amended permit application	1 McLeod St	Minyip	3392			TP754316C	0	Construction of 2 Units	Grampians i-Design	PO Box 671	Stawell	Vic	3380	05/03/2015	Permit issued by a delegate of the Responsible Authority	19/03/2015	