

MINUTES OF ORDINARY MEETING OF YARRIAMBIAK SHIRE COUNCIL TO BE HELD ON WEDNESDAY 22 AUGUST 2018 AT THE MUNICIPAL OFFICE 34 LYLE STREET WARRACKNABEAL AT 9:30AM

1 WELCOME

2 ACKNOWLEDGEMENT

Acknowledging Traditional Owners

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

3 PRAYER

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

Amen

4 PRESENT

Crs G Massey, C Heintze, J Wise, K Zanker, S Roberts, Jessie Holmes (Chief Executive Officer), James Magee (Director Infrastructure & Planning) & Bernardine Schilling (Governance & Customer Service Coordinator)

5 APOLOGIES

Cr H Ballentine & Cr T Hamilton

Moved Cr J Wise seconded Cr K Zanker that the request for Leave of Absence by Cr H Ballentine be approved.

Carried

6 CONFIRMATION OF MINUTES

Ordinary Meeting of Council held 25 July 2018.

Moved Cr C Heintze seconded Cr K Zanker the Minutes of the Ordinary Meeting of Council held on 25 July 2018 be confirmed.

Carried

7 DECLARATION OF CONFLICT OF INTEREST

8 BUSINESS ARISING

8.1 Action List from last meeting

- Ref: bp:51-2018 re: Letter of Response to Calvin Muller in regard Petition
Dimboola Road Bridge in Warracknabeal
- Ref: bp:52-2018 re: Letter to Vicroads regarding Rainbow Road Bridge in
Warracknabeal
- Ref: bp:53-2018 re: Letter to Vicroads regarding Borung Highway Bridge
in Warracknabeal
- Ref: bp:54-2018 re: Letter to Minister for Roads and Road Safety re
Borong Highway Bridge in Warracknabeal

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 Report
- 10.4 Director of Infrastructure & Planning
- 10.5 Capital Works Program Report
- 10.6 Community Services & Development Report
- 10.7 Manager Infrastructure Services Report

11 REPORTS FOR DECISION

- 11.1 S5 Instrument of Delegation to Chief Executive Officer
- 11.2 S6 Review of Instrument of Delegation – Members of Staff
- 11.3 Excess Animal Permit
- 11.4 Proposed Amendment to Capital Works Program

10.1 Mayor's Report – Prepared by Graeme Massey

27 July	Attended Pick My Project update Meeting in Horsham
27 July	Attended Mayoral Luncheon in Horsham
30 July	Attended Yarriambiack Tourism Meeting in Beulah
31 July	Attended Yaapeet Community Consultation
01 August	Attended the Band and Scout Hall Committee of Management Meeting in Warracknabeal
02 August	Attended the Speed Field Days
02 August	Attended Showyards Reserve Committee of Management Meeting in Warracknabeal
03 August	Attended Apex Changeover Dinner in Warracknabeal
08 August	Attended Council Forum
08 August	With CEO Jessie Holmes, attended welcoming afternoon tea with Woodbine Board of Management
10 August	Attended meeting with CEO, Terry Grange, Dale Maggs re Minyip Show and Shine
10 August	Launched book at Warracknabeal Ladies Rest Rooms 90 th Birthday Afternoon Tea
14 August	Attended Wimmera Development Association (WDA) Meeting in Horsham

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

25 July	Attended Yarriambiack Creek Flow Committee meeting at Brim
29 July	Attended Beulah Historical Learning & Progress Group Meeting
27 July	Met with Hillary Davis & Jane Farmer from Swinburne University at Lascelles regarding Digital storytelling
30 July	Chaired Yarriambiack Tourism meeting at Beulah
31 July	Attended Yaapeet Community Consultation
01 August	Attended the Mallee Machinery Field Days at Speed and met with Peter Crisp MP and Leader of Nationals Peter Walsh MP
02-03 August	Attended Victorian Rural Women's Network Forum at Creswick where Jaala Pulford MP announced \$500,000 towards Leadership Training

Cr K Zanker

27 July	Attended the Warracknabeal Gamers Night
03 August	Attended Youth Action Council Members Radio Hosting Gig
07 August	Attended Rural Financial Counselling Service Governance Meeting in Bendigo
07 August	Attended Rural Financial Counselling Service EO performance Review and KPI Meeting in Bendigo
08 August	Attended Council Forum
11 August	Attended the Woodbine and Rural Northwest Health Neil Diamond Cabaret
15 August	Attended Yarriambiack Youth Action Council Meeting
17 August	Attended the Warracknabeal Neighbourhood House Meeting

Cr T Hamilton

30 July	Attended Yarriambiack Tourism Meeting at Beulah
31 July	Attended Yaapeet Community Consultation
02 August	Attended Speed Field Days
02 August	Attended Victoria Fisheries Major Grants Announcement in Horsham
08 August	Attended Council Forum
13 August	Attended Rupanyup Consultative Committee Meeting at Rupanyup
14 August	Attended Wimmera Mallee Sustainable Alliance Meeting in Horsham
15 August	Attended Murtoa Big Weekend Meeting at Murtoa

Cr Jean Wise

31 July	Attended Yaapeet Community Consultation
02 August	Attended Speed Field Days
02 August	Attended Warracknabeal Show Yard Reserve Tri-Annual Meeting
08 August	Apology for Council Forum
09 August	Attended Y/Fest AGM
13 August	Attended Roadsafe Wimmera AGM
17 August	Attended Wimmera Regional Library Corporation Meeting

Cr C Heintze

27 July	Visit WIFT terminal (Dooen), then attended WSMTG in Horsham at noon
30 July	Attended Minyip Memorial Hall Committee Meeting
01 August	Attended Minyip Progress Meeting
02 August	Attended Speed Field Days
06 August	Attended Minyip Show and Shine Meeting
08 August	Chaired elections for Gregson Park Committee of Management

Cr S Roberts

30 July	Attended Hopetoun Show Meeting
31 July	Attended Yaapect Community Consultation
02 August	Attended Speed Field Days
08 August	Attended Council Forum
08 August	Attended Brim Recreation Reserve Meeting
13 August	Attended Hopetoun Show Meeting
14 August	Attended Sunraysia Highway Improvement Committee Meeting
15 August	Attended Hopetoun Neighbourhood House Meeting

10.3 CEO's Report – Prepared by Jessie Holmes

26 July	Met with Regional Development Victoria to discuss Yarriambiack Project Pipeline
31 July	Meet and Greet with Acting CEO, Craig Wilding – Rural Northwest Health
31 July	Attended Yaapeet Community Consultation
02 August	Attended the Speed Field Days
03 August	Met with local branch members of the VFF David Drage
03 August	Attended Warracknabeal Ladies Probus with Bernardine Schilling
06 August	Meet and Greet with CEO, Dave Brennan – Wimmera CMA
07 August	Attended Warracknabeal Men's Probus
08 August	Attended Council Forum
08 August	Afternoon tea with Woodbine Board of Management
9 August	Attended Wimmera CEO Forum – discussed Sustainability Transformation Fund
10 August	Attended meeting with Mayor, Terry Grange, Dale Maggs re Minyip Show and Shine
10 August	Attended book launch at Warracknabeal Ladies Rest Rooms 90 th Birthday Afternoon Tea
14 August	Meet and Greet with CEO, Mark Williams – GWM Water
14 August	Attended Wimmera Development Association (WDA) Meeting in Horsham
16 August	Attended MAV Rural Forum and LGPro CEO Forum

10.4 Director of Infrastructure & Planning Report – Prepared by James Magee

Rupanyup Line-marking

The main street of Rupanyup is managed and controlled by Vicroads being the Wimmera Highway and Stawell Warracknabeal Road. In recent years the line-marking at the northern end of the township has been changed after consultation with the community to change the traffic flow from dual lane to single lane. The new layout has generally worked well except for a key section of Cromie Street going south from the post office on the east side.

At this point the line-marking does not allow for parking, although a narrow “bicycle” lane does exist. In reality some vehicles still park in this area creating a hazardous situation.

Council and the community have requested Vicroads to realign the line-marking without any action at this point. I recommend that Council write to Vicroads to rectify the situation and that the matter also be discussed at our upcoming annual visit from Vicroads.

Regional Transport Priorities

The Wimmera Southern Mallee Regional Transport Group has recently updated its regional priorities list for significant transport projects requiring funding. Yarriambiack Shire has a lot of projects which have made the priority list. Vicroads roads on the priority list in YSC include Borung and Sunraysia Highways, Murtoa Glenorchy Road and Warracknabeal Rainbow Road.

Local roads to be listed as a priority included Dimboola Minyip Road, Hopetoun Yaapeet road, Minyip Banyena Road, Sea Lake Lascelles Road and Wyperfeld Park Road.

Many intersections within our municipality are also listed. The full list of regional priorities are attached to this agenda.

Hopetoun Aerodrome

Plans and specifications for the federally funded project are near completion with the project to be advertised soon. Council were successful in obtaining \$250,000 via the Regional Aviation Access Program for a hotmix overlay of the entire sealed strip to eliminate the pavement shape irregularities that have developed during its life.

Flood Levee

Stage 1 being the construction of Asquith Avenue is complete while Stage 2 being The Avenue is nearing completion. Stage 3-5 are sections of Craig Avenue which are going to tender.

YARRIAMIACK SHIRE COUNCIL

COUNCIL MEETING

MINUTES

22 AUGUST 2018

Environment – Prepared by Geoff Harvey

- Inspected unauthorised removal of tree at Murtoa
- Inspected problem tree at Murtoa
- Inspected creek for rubbish
- Attended Roads Forum at Wycheproof
- Contacted Heritage Victoria re trees Comyn Street,
- Inspected Minyip Banyena & Minyip - Dimboola Roads re construction work
- Inspected Sea Lake Lascelles & Hopetoun-Yaapect Roads re construction work
- Organised contractors to treat weeds on Blue Ribbon & Minyip Dimboola Roads
- Attended Emergency Management Meeting
- Obtained Flora & Fauna permit for work on C Loats Road
- Responded to various resident requests/complaints

Building Activity Report – Prepared by Kathy Edwards

YARRIAMIACK SHIRE COUNCIL

COUNCIL REPORT

Municipal District: **Yarriambiack Shire Council**

Month of July 2018

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*
BP52-18	W.Wilkie	Building	1164/2018/52/0	03/05/2018	05/07/2018	CA 7 & 8 Foundry Rd, Minyip	Verandah	\$22,000
BP63-18	W.Wilkie	Building	1164/2018/63/0	26/06/2018	05/07/2018	56 Dumbuoy Rd, Warracknabeal	Garage	\$17,500
BP39-18	W.Wilkie	Building	1164/2018/39/0	02/03/2018	05/07/2018	126/128 Jamouneau St, Warracknabeal	Carport & Verandah	\$8,000
BP31-18	W.Wilkie	Building	1164/2018/31/0	28/03/2018	12/07/2018	5 Livingstone St, Warracknabeal	Garage	\$24,500
BP02-18	W.Wilkie	Building	1164/2018/02/0	04/01/2018	12/07/2018	187 Minyip-Coromby Rd, Minyip	Shed	\$8,164
BP66-18	W.Wilkie	Building	1164/2018/66/0	02/07/2018	19/07/2018	109 Wimmera Highway, Rupanyup	Changes to Fire Service	\$110,000
Total								\$190,164

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

Planning Permit Activity Report for July 2018 (Attachment) – Prepared by Kathy Edwards

10.5 Capital Works Program 2017/2018 – Prepared by Chris Lehmann**Capital Works****Construction Jobs**

- Finished tree lopping Lascelles Sea Lake Road and Hopetoun Yaapeet Road
- Commenced tree lopping C Loats Road (permit to remove Buloke Trees)
- The Avenue, Warracknabeal ready to seal
- Stockpiling gravel for Minyip Banyena Road job

Re-sheets

- Finished Watson Road (off the Minyip Rich Avon Road)
- Finished Michaels Road (off the Watchupga West Road)

Maintenance Work

- Grading Sealed, Gravel and Dirt Roads
- Mowing and spraying Aerodromes (Hopetoun and Warracknabeal)
- Road-side spraying by Contractor (started late)
- Street Sweeper being used in all towns
- Signage Installation – Speed Field Days

10.6 Community Services and Development Report – Prepared by Gavin Blinman

All Kindergarten staff attended an Early Years in-service with Gowrie Victoria recently, staff from Donald and Birchip services also attended.

Murtoa will be having a National Quality Audit in August / October; all services except for Warracknabeal are due to be audited again over the next year.

DET have completed a compliance visit to Minyip, it was highlighted that the NQF display wasn't completed; this will be followed up on.

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

A number of food premise inspections have been completed over the reporting period. Levels of proprietor compliance and cooperation remained very high, with no major concerns identified.

Council completed routine allergen sampling as part of mandatory samples obtained in accordance with the *Food Act 1984*. These samples focus primarily on the presence of dairy in hot soy beverages from a café setting. As previously reported, most samples failed. Over the reporting period, education packs were prepared for proprietors and onsite meetings took place at every site where a poor result was received. This meeting aimed to identify where allergen control practices appeared to be failing and corrective advice provided to owners and staff. Proprietors appeared to value the process. Further sampling will occur over coming months to ensure these businesses comply.

New onsite wastewater inspections have slowed slightly for July. However, Council has continued to completed progress and final inspections and issue certificates to use.

Council received one complaint regarding excessive noise. Both parties have been advised of the regulations around residential noise and the complainant is currently preparing information to demonstrate their concerns.

Following recent monitoring of Blue Green Algae (BGA) in Lake Marma, Council can confirm that BGA levels remained at safe levels and the warning signs were removed.

Council hosted a regional Environmental Health Practitioners Australia meeting in Murtoa at the new neighbourhood house. The meeting was attended by both State and Local Government representatives. At the conclusion of the meeting, all attendees were taken for a tour through Murtoa's Stick Shed.

- Nine dogs and one cat Impounded; three out of 10 Unregistered. All but one dog reclaimed. This dog will go to animal rescue
- Followed up complaints about roosters being kept in township areas
- Followed up Permit Application for keeping extra animals (Horses and sheep) at a Minyip property
- Followed up Permit Application to keep extra dogs than permitted at Warracknabeal property
- Property Inspections of untidy properties in Warracknabeal, Beulah, Brim and Murtoa
- Investigated barking dog complaints

Maternal and Child Health (MCH) – Michelle Schilling

Birth Notifications 6

Tempy 1

Patche 1

Warracknabeal 1

Murtoa 2

MCH nurses increasing referrals to Supported Playgroup, as well as, promoting playgroup in consults.

Continued to co-ordinate care for families in particular with DHHS, Child First and Grampians Community Health (Family Violence Workers). Family violence assessment attempted at each key age and stage consult, if appropriate

Immunisation clinics well attended, parents adjusting to new vaccine schedule.
Lets Read remains popular with families.

Developing MCH poster for Local GP clinics to remind families of MCH key age and stage consults.

Aged and Disability Services Coordinator Report – Prepared by Alannah Lehmann**Transport**

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

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

June 2018	12 drives, 2 cancellations
June 2017	13 drives, 1 cancellations
June 2016	9 drives, 0 cancellations

Meals on Wheels (MOW)

June 2018	951 Meals
June 2017	807 Meals
June 2016	847 Meals

MOW services for Beulah and Minyip are still suspended due to lack of numbers and not enough interest to start back up. Numbers are decreasing in Woomelang as we are down to two clients only.

Assessment Officer Report – Barbara Whiteford**General**

- Upgrade to the new RAS Assessment Activity Tool completed
- Assessors undertaking formalising RAS Procedures for future incumbents'

Waitlist

- 9 with appointments scheduled for all clients

Assessments Completed

- 19 with 2 cancelled as one client hospitalised & the other client withdrew.

Reviews Completed

- 14

Education & Training

- 2 Clinical Assessments supervised for Hanna's Support For Older Aged 2 Training

Meetings

- Shared Care Meeting at Rural Northwest Health

Youth Report – Murray McKenzie

Last of the **Gaming Nights** ran in partnership with Kaos Games. We had eight come across from Murtoa to support the night. We have fielded a query from Horsham as to assisting in running some gaming nights over there. We have run them across our Shire for the last three years with a lot of success, as they allow young people to participate in a friendly social atmosphere; where they can be challenged and build real relationships, speak face to face to others and learn how to deal with success and failure with and in front of real people. We run these nights as a winter program to help fill in the cold Friday evenings.

Yac Talk is back, the YYAC radio session has started for this term with Cody G, Kay Z and Drahgey hitting the airways again on the 9th of August at triple H, speaking all things Yarriambiack. Further to this our next lot of media training will be held September 27/28 at Horsham.

Our Engage Program - Thrive Not Survive Yarriambiack

Our Engage Program which caters for young people aged 15-25 is in full swing with recent Food Handling Sessions and Barista Course, with upcoming events being:

Testing and Tagging Course Thursday, 30 August

David Took from Bendigo TAFE

8.45am-9.45pm (Max of 10 Participants)

Yarriambiack Shire Council Office, 34 Lyle St Warracknabeal

First Aid Course, Level 2, Friday, 21 September

9.00am-2.00pm (Max of 15 Participants)

Roger Murray

Yarriambiack Shire Council Office, 34 Lyle St Warracknabeal

Attention to Car Detail

3 x 2 hour Car detailing Workshops (cost Free)

Joel Clark (Max of 12 Participants)

September 12nd, 19th and 26th (Max of 12 Participants)

Yarriambiack Shire Council Mechanics Depot

Stawell Road, Warracknabeal

Community Services & Development Projects Report – Prepared by Andrea Stepney

Project	Description	Status	Stage	% comp
Warracknabeal Aerodrome Transfer Station Upgrade Project	Major Refurbishment	Completed. Opening ceremony 23/7/2018. Final inspection & handover by 14/8/18.	Completed	100
Woomelang Hall Kitchen & Drainage Project	Kitchen Upgrade and drainage works	Completed. Some minor rework. Final inspection & handover by 24/8/2018	Completed	90
Warracknabeal Golf Club Irrigation Project	Fairways Irrigation	Trenching & pipe work completed 1 st 9 holes. Expected Completion September 2018.	Construction	30
Beulah Cabins	Installations of two cabins at caravan park	Awaiting funding approval, planning & building approval. Project cost \$120k	Initiation	50
Warracknabeal Town Hall Strong Foundations Project	Re-stumping, re-levelling, replace jarrah floors, repair damaged wall and ceilings	Successful application through Heritage Victoria. Grant \$130k. Awaiting funding agreement.	Initiation	5

Pipeline				%
Warracknabeal Scott Street Surveillance Camera Project	Security Surveillance Camera installation	Working with VicPol to determine need and scope for 2019 application	Scoping	10
Warracknabeal Saleyards Upgrade Project	Major Refurbishment	BBRF application unsuccessful.	Development	50
Warracknabeal Town Hall Upgrade Project	Major Refurbishment	Project Plan completed. Application made to BBRF Round 2 19/12/17. BBRF application unsuccessful.	Development	50
Warracknabeal Leisure Complex	Master Plan of Leisure Precinct	Application made to SRV for Feasibility Study. Includes Adult/Senior Playgrounds concept.	Development	50
Minyip Rec Reserve	Irrigation Project	Flagged project with SRV. Interested in progressing project. Feedback on EOI provided.	Development	10
Beulah Rec Res Change Rooms	New change rooms & toilets for Football/Netball	Project reported to SRV for Minor Facilities funding. Committee currently preparing plans. Feedback on proposed project provided.	Development	10
Murtoa Netball Change Rooms	New change rooms and upgrade existing restrooms, New court	Project reported to SRV for Major Facilities funding. Committee has prepared concept plans. Feedback provided.	Development	10

YARRIAMBIACK SHIRE COUNCIL

COUNCIL MEETING

MINUTES

22 AUGUST 2018

Pipeline				%
Beulah Netball Club Pavilion	Upgrade netball facilities	Project reported to SRV for Minor Facilities funding. Feedback provided.	Development	5
Hopetoun Rec Reserve Lighting Upgrade	New lighting to sports oval	Project reported to SRV for Minor Facilities funding. Feedback provided.	Development	5
Hopetoun Golf Club Equipment Shed	New shed for equipment	Sourcing funding.	Development	5
Brim Bowls Club	Promaster synthetic surface	Project reported to SRV for Minor Facilities funding.	Development	5
Rupanyup Rec Reserve Lighting Upgrade	New lighting to sports oval	Project reported to SRV for Major Facilities funding.	Development	5
Hopetoun Rec Reserve	Extend sprinkler system	Project reported to SRV for Minor Facilities funding.	Development	5
Hopetoun Bowls Club Synthetic Green 2 Project	Second Synthetic Surface	Potential for future SRV funding who have request a Schedule of Use to support second synthetic green. Project Plan in development.	Development	25
Assistance Only				
Hopetoun	Lakes Lascelles Shade Structure	Assistance with planning and building applications. Approvals completed.		Completed
Minyip Field & Game	Equipment Shed Project	Assist with funding application		Completed
Beulah Signage	Tourism Agriculture Info sign	Submitted FRRR application on behalf of committee. Unsuccessful. Committee sourcing own funds to complete project		Completed
Hopetoun	Lake Lascelles Camp Kitchen Extension	Assistance with planning and building applications. Planning approval completed.		Completed
Minyip Memorial Hall	Seeking grant for front window repairs	2017 FRRR application unsuccessful. Source alternative grant.		Sourcing Grant
Emma's Café - Minyip	Significant termite damage	Committee have requested assistance with a grant to repair the termite damage. Likely \$20k+ project. Project plan to be developed. Grant source not yet identified.		Sourcing Grant
Murtoa Progress Society	Streetscape & Irrigation System	Original design & quote need updating by Committee. Assist with sourcing grant		Sourcing Grant
Woods Museum	Historical Costume Display	Needs funding for climate controlled costume display. Est \$50k		Sourcing Grant
Minyip Memorial Hall	Various items.	Proceed with a Project Plan, quotes etc to be ready for next round of grants early 2018. Possibly Living Heritage Grant.		Project in Development
Warracknabeal Playgroup	Shared Facilities Project	Funding for Multifunction Children's Centre		Project in Development

SHARE Program - Sustainable Healthy Adaptable Resilient Engaged – Prepared by Marianne Fergusson**Bringing New Product Ideas to Life Workshop**

The Wimmera Development Association is hosting the Bringing New Product Ideas to Life Workshop at the Wimmera Business Centre on September 4, 2018 from 9.30am to 4pm. The workshop will explore understanding consumers and competitors, developing a well thought out business plan, building a product from scratch and improving the odds for success.

Small Business Bus

The Small Business Bus attended Hopetoun and Warracknabeal in July and provided professional advice to local businesses and budding *entrepreneurs*.

Warracknabeal Court House

Working Heritage is progressing towards the development of a business case to transform the Warracknabeal Court House into an Arts Precinct and Art Hotel. Further information will be available in the coming months. The Business Plan will be funded by Creative Victoria.

Warracknabeal Nick Cave Statue

A Crowd Funding campaign has been launched that aims to raise \$250,000 for the construction of the larger-than-life sized Nick Cave Statue in Warracknabeal. The campaign is being hosted by Chuffed and will conclude on September 15, 2018.

Woomelang Fuel

The Woomelang Fuel container has been installed at the Travellers Rest and provides 24hr access to petrol and diesel.

Yarriambiack Tourism

The July Yarriambiack Tourism meeting was held at the Beulah Business & Information Centre. Representatives enjoyed local produce prepared by the Blue Harvest Kitchen.

The Facilities Guide has been printed and is currently being distributed. The Yarriambiack Tourism Facebook Page currently has 2,274 likes.

10.7 Manager Infrastructure Services Report – Prepared by Bernie Naylor**Technical Officer – Prepared by Nathan McLean**

Recently I carried out the scheduled six monthly inspections on all Council owned playground assets. On completion of the inspections a report has been compiled and submitted to the Asset Engineer. From these inspections a maintenance program will be setup and carried out along with some recommendations. The previous inspections and maintenance program will be monitored for any carry over issues that haven't been addressed.

OH&S Report – Prepared by Bobby Taylor

- Ongoing – SWM's / Traffic Management Plans / Incident Reports and Inspections
- Training – The outdoor staff have completed the First Aid refreshers. Traffic Management refreshers are scheduled for 11 September 2018
- Vehicle Checklist – Hazard Inspection Checklist is a form used to check plant eg. Lights / Brakes / Interior / Exterior / tyres and general safety

Design Engineer Report – Prepared by Joel Turner

- 2nd levee job on Asquith Avenue, Warracknabeal nearly ready to seal, driveways and table drain under construction will be completed by the end of the week
- Hamilton Street, Murtoa is ready to seal
- Preparing this year's concrete works (kerb/footpath)
- Filling in for Bernie for the next seven weeks
- Hopetoun Yaapect Road has been set out and the trees trimmed, work to commence in the next two weeks
- The permit from DELWP to remove small native flora on C Loats Road during its rehabilitation has been approved

Technical Services – Prepared by Mick Evans**Assets**

- Continued to prepare information and develop the submission for the yearly valuation report for the finance auditors. This process involves inputting all finished Capital Works into our Asset Registers, updating Council's registers with the latest asset conditions stemming from inspection regimes and carrying out a revaluation of Council's asset replacement unit rates
- Attended the Warracknabeal Aerodrome Transfer Station opening
- Participated in the Australian Airports Association teleconference call

OH&S and Risk Management

- Fulfilled the role of OH&S Risk Management Officer as required
- Investigated several logged incidents within Council
- Chaired and conducted the bi-monthly OH&S meeting and presented the latest two monthly incident reports
- Assisted an external consultant in conducting meetings with all Council officers' that are linked to the Internal Auditors recommendations. From this process, Council can receive a realistic long term plan to address all the recommendations that have been accepted
- Completed a refresher course in First Aid

Emergency Management

- Chaired and conducted the first official MEMPC meeting held in Dimboola (Draft minutes Attached)
- Attended a workshop ran by the SES on Community Emergency Risk Assessment (CERA) for the regional group for four Councils, using the SES software system
- Attended a workshop on the Wimmera Community Profile website that is now up and running on the Yarriambiack Council website. The Yarriambiack Community Profile provides demographic analysis for the municipality based on results from the 2016, 2011, 2006, 2001, 1996 and 1991 Censuses of Population and Housing. The profile is updated with population estimates when the Australian Bureau of Statistics releases new figures. Available information includes:
 - Population
 - How old are we?
 - Who are we?
 - What do we do?
 - How do we live? Migration profile
 - Journey to work
 - SEIFA – disadvantage
 - Building approvals

Technical Officer – Prepared by Tony Brennan

- Processed as required Dial Before You Dig enquiries – July = 95 (Aug = 41 to date)
Most of these enquiries were from the NBN contractor (EMTEL) who are upgrading Telstra pits around Warracknabeal
- Reviewed Vehicle and Plant checklist templates to produce reports for emailing to the responsible managers
- Processed NHVR applications as requested for oversize vehicle travelling through the Shire - July = 19 (Aug = 11 to date)
- Upper Snuggery Racing Team are passing through W/beal on Sunday Aug 19th and will be using the Aerodrome from 11.30am to 2.30pm, to conduct a motorkhana as part of their rally from Millicent to Taillem Bend via Mildura and Mallala. A NOTAM will be put in place for the times mentioned
- Met with Wimmera Drag Club representative to discuss upcoming events and meeting dates:
 - Sept 8th - 1/8 mile drag event
 - Oct 6th - Working Bee/Members Only Motorkhana
 Both these events will require a NOTAM to close the aerodrome
- Continued with updating of the NSQA manuals per MLA requirements for the Warracknabeal Regional Livestock Exchange

Warracknabeal Regional Livestock Exchange

Sale held 4th July – **7,354** head
 Sale held 18th July – **6,679** head
 Sale held 1st Aug – **6,555** head

Caravan Park Occupancy July 2018

State	Warracknabeal	Hopetoun	Murtoa
VIC	172	90	63
NSW	1	10	2
WA	1	10	0
QLD	5	66	1
SA	29	14	8
NT	0	2	0
ACT	0	0	0
TAS	3	4	1
International	0	0	0
Permanents	10	N/A	N/A
TOTAL	221	186	75

11 REPORTS FOR DECISION

11.1 S5 - Instrument of Delegation to Chief Executive Officer – Prepared by Jessie Holmes

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and all other powers enabling it, the Yarriambiack Shire Council delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on 22 August 2018;
2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.
3. The member of Council staff occupying the position or title of or acting in the position of Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 98(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

THE COMMON SEAL of the **YARRIAMBIACK SHIRE COUNCIL** was affixed hereto by authority of the Council in the presence of:

Signature of Mayor/Councillor	Name

Signature of Councillor	Name

Signature of Chief Executive Officer	Name

Date _____

SCHEDULE

The power to

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing

4. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 4.1 awarding a contract exceeding the value of [insert amount];
 - 4.2 making a local law under Part 5 of the Act;
 - 4.3 approval of the Council Plan under s.125 of the Act;
 - 4.4 adoption of the Strategic Resource Plan under s.126 of the Act;
 - 4.5 preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
 - 4.6 adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
 - 4.7 determining pursuant to s.37 of the Act that an extraordinary vacancy on Council not be filled;
 - 4.8 exempting a member of a special committee who is not a Councillor from submitting a return under s.81 of the Act;
 - 4.9 appointment of councillor or community delegates or representatives to external organisations; or
 - 4.10 the return of the general valuation and any supplementary valuations;
5. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
6. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
7. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 7.1 policy; or

7.2 strategy

adopted by Council; or

8. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
9. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

Council must review within 12 months after a general election all delegations which are in force and have been made by the Council under Section 98(6) of the Act.

Recommendation

That Council endorse the above Instrument of Delegation to the Chief Executive Officer.

Moved Cr J Wise seconded Cr S Roberts that Council endorse the above Instrument of Delegation to the Chief Executive Officer.

Carried

11.2 S6 - Review of Instrument of Delegation – Members of Staff – Prepared by Jessie Holmes

Council is required to review within 12 months after a general election all delegations which are in force and have been made by the Council under Section 98(6) of the Act.

The delegation under this Section includes Section 6 'Instrument of Delegation – Member of Staff' (as tabled).

Recommendation

That Council endorse Section 6 'Instrument of Delegation – Member of Staff' (as tabled).

Moved Cr J Wise seconded Cr K Zanker that Council endorse Section 6 'Instrument of Delegation – Member of Staff' (as tabled).

Carried

11.3 Excess Animal Permit – Craig Byron

As presented at Council's forum meeting held 8 August 2018, Council received a permit application from Traicee Castleman at 78 Lyle Street, Warracknabeal to keep more than the allowed number of animals. The application is to keep 5 dogs (2 x Staffies, 1 x Kelpie and 2 Jack Russells), with two currently registered.

Community considerations

Council has received two objections from neighbours to this permit application. There has also been previous history of one of the dogs escaping its yard and being a public nuisance.

Environmental considerations

Previous history with excessive barking (noise level disturbance for neighbours).

Financial and risk considerations

No financial considerations. Risk consideration is that there is a possibility of the dogs escaping their yard and wandering onto a busy road; as well as being a public nuisance and a high probability that excessive barking will continue.

Recommendation

That Council denies approval for the Permit to keep more than the allowed number of animals (dogs) at 78 Lyle Street, Warracknabeal.

Moved Cr C Heintze seconded Cr J Wise that Council denies approval for the Permit to keep more than the allowed number of animals (dogs) at 78 Lyle Street, Warracknabeal.

Carried

11.4 Proposed amendment to Capital Works Program – James Magee

In its adopted budget for 18/19 Council allowed for \$200,000 income as an estimate of grant funding that Council may achieve for road projects. Council recently received notification of \$1,370,000 in Roads to Market Funding. Hence a \$1,170,000 increase in income means the need for an equivalent increase in expenditure. Hence the proposal to Council is for the following increase of \$1,168,000 expenditure.

Community considerations

Enables additional capital works to be done in this financial year. Roads nominated for works are recognised by Community as being priority freight roads with high traffic volumes and are in line with our asset management plans.

Environmental considerations

Lopping of vegetation will be required prior to commencement of works. The lopping is within the budgeted funding and allowable via Council's MOU with DELWP.

Financial and risk considerations

Have allowed for matching funds by Council and also an amount of \$100,000 to match the possible successful allocation of Federal Heavy Vehicle Safety and Productivity funding. Should the Federal funding not be forthcoming the \$100,000 can be allocated to gravel road re-sheeting.

Recommendation

That Council adopt the amended budget for capital items.

Moved Cr K Zanker seconded Cr S Roberts that Council adopt the amended budget for capital items.

Carried

ROADS, BRIDGES & FOOTPATHS - CAPITAL

	BUDGET 17/18	BUDGET 18/19		Proposed Amended 18/19
Urban Road Construction	\$441,894.00	\$474,502.00	\$720,000.00	includes levee hotmix \$350,000, the Avenue \$120,000, 2 lots of street construction (Hamilton St, Murtoa) \$80,000, shoulder seal jobs Beulah \$30,000, South St, Minyip shoulder \$20,000, , C Loats Rd \$160,000
Rural Road Construction	\$2,000,583.00	\$1,766,001.00	\$1,670,001.00	(Four Roads to Market projects and \$80,000 for rehab of section of Coorong Swamp Road
Footpath Construction	\$126,298.00	\$70,667.00	\$120,000.00	
Kerb & Channel	\$209,000.00	\$72,360.00	\$200,000.00	
Bridges & Culverts	\$23,200.00			
Reseals	\$500,564.00	\$429,637.00	\$629,000.00	\$529,000, \$100,000 to Warrack Aerodrome Capital for Reseal
Re Sheets	\$1,127,948.00	\$1,206,887.00	\$1,246,000.00	
Reserve amount to match Federal Funding allocation if required			\$100,000.00	If unsuccessful with Federal Grant the \$100,000 to be allocated to Gravel Road resheets
Shoulder Re Sheets	\$350,256.00	\$251,904.00	\$755,000.00	includes \$454,000 on Minyip Dimboola - Should re sheet - R2M job
NET	\$4,779,743.00	\$4,271,958.00	\$5,440,001.00	

12 GENERAL BUSINESS (including strategic direction and specific issues)

Cr J Wise reminded Council of the Civic Reception – School Student Citizenship Awards to be held at 2pm today at the Yarriambiack Shire Council.

Pick My Project was discussed within Council, with Yarriambiack listing 17 projects.

Cr S Roberts spoke in regards to pot holes between Galaquil and Brim. Cr Roberts contacted Vicroads and to date, hasn't received feedback.

13 CLOSED SESSION**14 MINUTES FROM MEETINGS****15 ATTACHMENTS / REPORTS**

Planning Permit Activity Report for July 2018
List of Regional Transport Priorities
Section 6 – Review of Instrument of Delegation – Members of Staff

16 NEXT MEETING

The next meeting of Council will be held on Wednesday, 26 September 2018 at 9:30am at Warracknabeal.

17 CLOSE 10:35am

Mayor