

**MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD TUESDAY 23RD
JANUARY 2018 AT 6.00PM IN THE COUNCIL CHAMBER BEAUFORT**

Present: Mayor: Cr. David Clark
Councillors: R. Eason, R. Vance, T. Kehoe, M. O'Connor

In Attendance: Chief Executive Officer– Jim Nolan
Director Asset and Development Services – Douglas Gowans
Director Corporate and Community Services – Evan King
Minute Taker – Pam Burns

Apologies: Nil

Mayor Cr. David Clark welcomed the gallery and press, read the opening prayer and indigenous acknowledgement.

MINUTES:

CRS KEHOE / EASON

That the Minutes of the Ordinary Meeting of Council held on December 10th 2017 be confirmed.

That the Closed Minutes of Council held on December 10th 2017 be confirmed.

CARRIED

Business Arising: NA

Notice of Disclosure of Interest by Councillors and Officers: Cr Eason

Cr Eason declared a Disclosure of Interest (s.77B) - of the Local Government Act, 1989 in item 19, Page 53, Lease of Amphitheatre Post Office.

Cr Eason left the Council Chamber at 7.50 and returned after the discussion and resolution at 7.52pm.

Public Question Time and Submissions on Agenda Items:

Question Time: Pam Weller

Mrs Weller advised that a meeting of interested residents was to be held on the 7th February 2018 regarding the future of the Mechanics Institute in Beaufort. Mrs Weller also requested all documentation associated with the ownership and transfer of the land to be provided by the shire for discussion at that meeting.

Mrs Weller also enquired about the heritage status of the building.

CEO JIM Nolan

Mr Nolan advised that some of the information that was requested related to contractual matters that may be protected by information privacy legislation and that a request would need to be submitted under Freedom of Information to determine advice on whether it was appropriate for those documents to be provided. Mr Nolan advised that this process would take longer than the time requested for the information.

In response to the heritage query Mr Nolan advised that the building was the subject of a heritage overlay in the Pyrenees Planning Scheme, and provided relevant information regarding the planning scheme.

Items for Noting:

Cr Clark commended the Grampians Pyrenees Integrated Prevention Plan 2017-2021 and asked where to from here?

Director Corporate and Community Services – Evan King advised:

The Grampians Pyrenees Integrated Prevention Plan 2017-2021 has three priority areas being Healthy Eating & Active Living, Improving Mental Health and Capacity Building. These three priority areas are consistent with the priorities contained in the Municipal Public Health and Wellbeing Plans of the three Local Governments covered by the Grampians Pyrenees Primary Care Partnership.

In partnership with the 30 agencies that comprise the Grampians Pyrenees Primary Care Partnership covering health, welfare, local government, community and disability sector a collaborative approach will be taken to reduce the prevalence of chronic disease risk factors and increase the health and wellbeing outcomes for our communities.

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ITEMS FOR NOTING

ASSET AND DEVELOPMENT SERVICES - PLANNING

1. PLANNING AND DEVELOPMENT REPORT

Shannon Meadows - Manager Planning and Development

File No: 66/02/02 – 08/02/02 – 50/24/02 – 46/02/02

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to update Council on activities, project and compliance issues in Regulatory Services during October 2017. This report includes four parts:

- Part A: Planning
- Part B: Building
- Part C: Environmental Health
- Part D: Local Laws

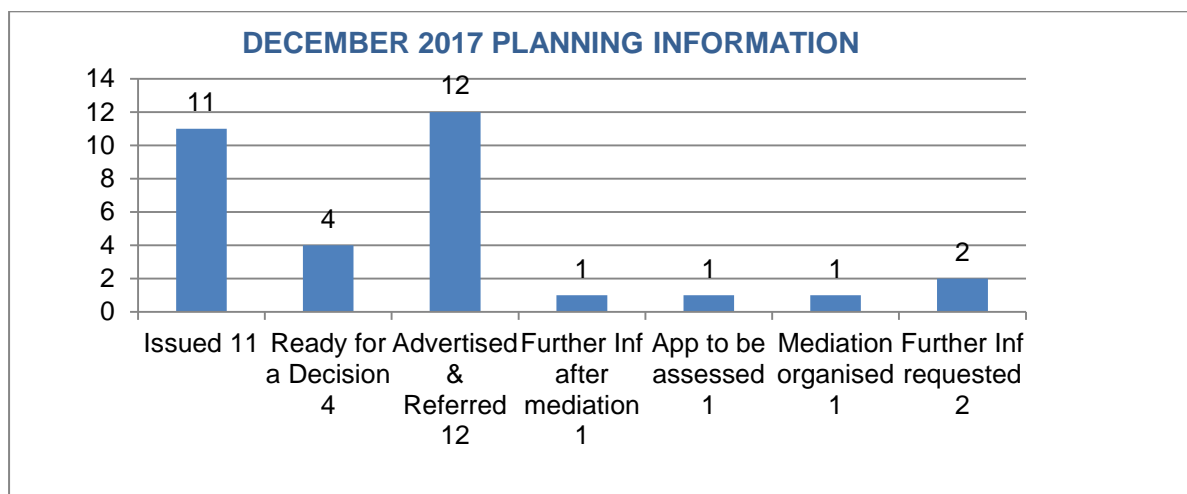
PART A: PLANNING

The planning activity statistics for November and December are summarized in the table below:-

Month	Applications received	Applications determined
November 2017	12	14
December 2017	11	11

The following chart identifies the total number and phase of permit applications within Council’s planning system (including applications received in December 2017) and where in the planning system each application sits:

STATUS OF PLANNING PERMITS NOVEMBER 2017



KEY PROJECTS

During December, Council's Planning department conducted a series of drop-in sessions and workshops in Avoca as part of the Pyrenees Futures project. A community survey has also been released in Avoca, and Council will continue its community engagement over January to develop a Framework Plan for the town's future. As part of the program, Council staff also held a workshop with Grade 5/6 students at Avoca Primary School regarding the students' aspirations for their town and the school's environmental sustainability program.

Council staff have also conducted sessions in Lexton and Raglan over November and December 2017. Community engagement as part of Pyrenees Futures will be run in Waubra, Moonambel, Landsborough and Amphitheatre early in 2018 before draft Framework Plans for all nine townships covered in stage one are placed on public exhibition.

STATUTORY PLANNING

During November and December, Council's Planning department issued 23 permits. Four of these were VicSmart applications, which were turned around within ten days as required by the Planning Scheme. Reforms made to VicSmart permit categories by the Victorian government during 2017 suggest Council will receive more applications that fall into this category.

Council's Planning department also issued a subdivision permit to facilitate a utility installation that will support the approved Crowlands Wind Farm development.

In late December 2017, Council received an application for a Telecommunications Facility at Navarre. This application is exempt from public notice requirements as the proposed facility has been funded through the Australian Government's Mobile Telecommunications Blackspot program. It seeks to improve telecommunications services around Landsborough and Navarre. Council's Planning department is now finalising its assessment of the application.

STRATEGIC ISSUES

In December 2017 the Victorian government announced a series of reforms to State Planning Policy as part of its Smart Planning reform program. Amendment VC142 is the first amendment approved by the State to introduce reforms into the state-wide system to simplify a range of planning policies that guide land use and zoning.

Of particular note are provisions to create a series of buildings and works permit exemptions to structural changes for a dwelling across all residential zones and the Township Zone. It is important to note that planning permit requirements for dwelling alterations in areas covered by the Heritage Overlay or flooding overlays remain in effect.

The Heritage Overlay has also been amended to exempt fences and swimming pools from planning permit requirements. Buildings and works on chimneys, flues, heating/cooling systems and hot water systems are now also exempt from planning permit requirements if they are not visible from a street.

It is expected these changes will have a minor impact on the number of planning permit applications that come before Council, with some reduction in permit applications for minor works on houses in areas covered by the Heritage Overlay.

OTHER MATTERS

Council's Planning department has investigated a series of potential planning scheme breaches relating to land use on a number of properties in Beaufort's industrial estate. As a result of these investigations, Council has engaged an expert planning law team and will commence compliance and enforcement actions to rectify these planning scheme breaches. This project is an important priority for Council's Planning department in 2018.

PLANNING SUMMARY

1. During 2017, Council received 111 planning permit applications, with 108 permits issued.
2. Council continues to receive increasingly complex planning permit applications. Despite this, Council continues to perform above the state regional local government average for permit application turn-around times.
3. Council will be finalising community engagement in Avoca and Raglan over the next month as part of the Pyrenees Futures project, while beginning engagement in four other towns.
4. Council is conducting a major planning compliance exercise in the Beaufort Industrial Estate to address a number of breaches of the Pyrenees Planning Scheme relating to illegal land use.

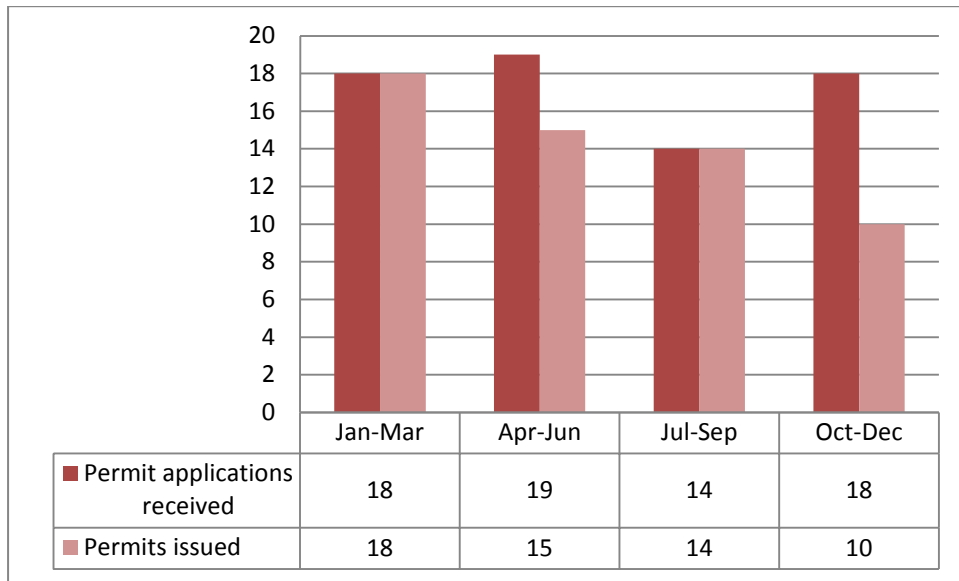
PART B: BUILDING

ACTIVITY

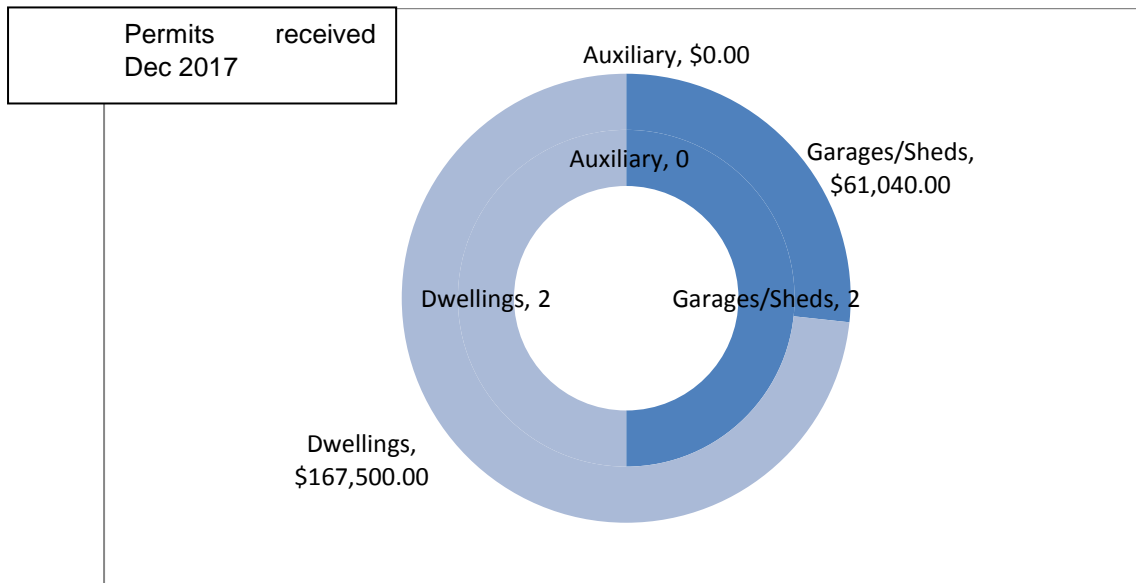
The building activity statistics as at 31 December 2017 are summarised in the table below:

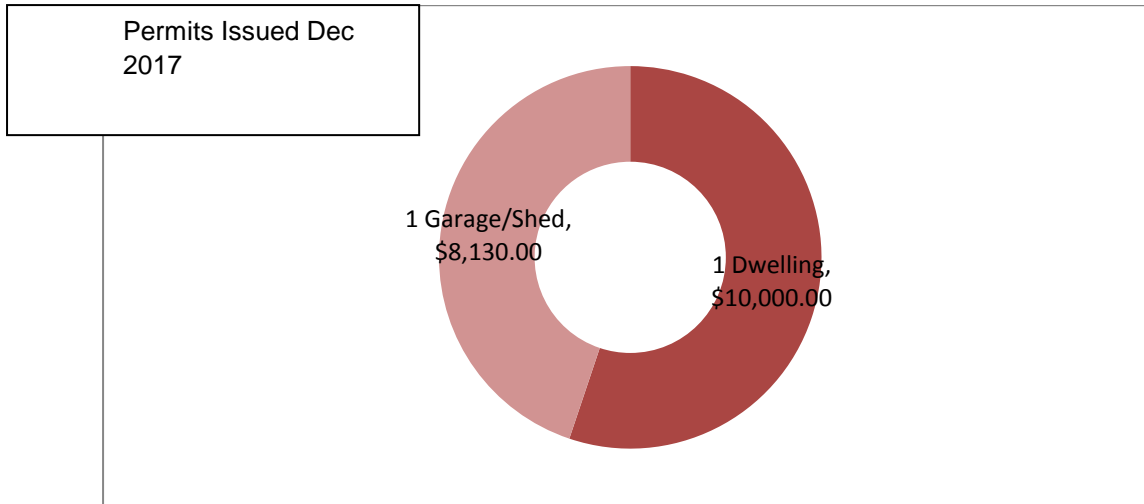
CATEGORY	NUMBER	COMMENT
Permits issued by Council	2	Total value \$18,130.00
Permits issued by Private Building Surveyor	7	Total value \$5,855,734.00
New applications made to Council	4	Total value \$228,540.00
In process	26	These applications (inclusive of new December applications) are pending receipt of further information requested from the applicants to achieve a NCC compliant application for full assessment by the Municipal Building Surveyor.

The following graph represents monthly building activity (applications received by and issued by Council) over the last 12 months.



A more in depth look at the past month's issued/received permit can be seen below.





KEY PROJECTS & COMPLIANCE ISSUES

Council and the Building Department welcome Rory Thompson, who has been appointed as a permanent, full-time Building Inspector. Rory commenced work on 2 January 2018 and will work with the building team to provide building services to the Pyrenees Shire.

A private building surveyor has been appointed and has issued the Building Permit for the new and extensive building works at Beaufort Secondary College.

Council will continue to investigate reports of illegal and/or non-compliant swimming pools including inflatable pools. In Victoria, the design, construction and installation of swimming pools, spas and their safety barriers are subject to strict building requirements under the [Building Interim Regulations 2017](#).

COUNCIL PLAN / LEGISLATIVE REQUIREMENTS

Council Plan 2013-2017

- *Building Act 1993*
- Building Interim Regulations 2017

FINANCIAL / RISK IMPLICATIONS

The Municipal Building Surveyor must have regard to any relevant guidelines under the *Building Act 1993* or subordinate regulations. The building services department must ensure that a responsive service is provided that meets the demand of the building industry within the municipality.

BUILDING SUMMARY

1. In December 2017 Council received four applications and issued two permits.
2. Council has appointed Rory Thompson as full-time Building Inspector.
3. Two part-time contract Inspectors will continue with Council until 30 June 2018, enabling Council to retain its current focus on compliance matters.

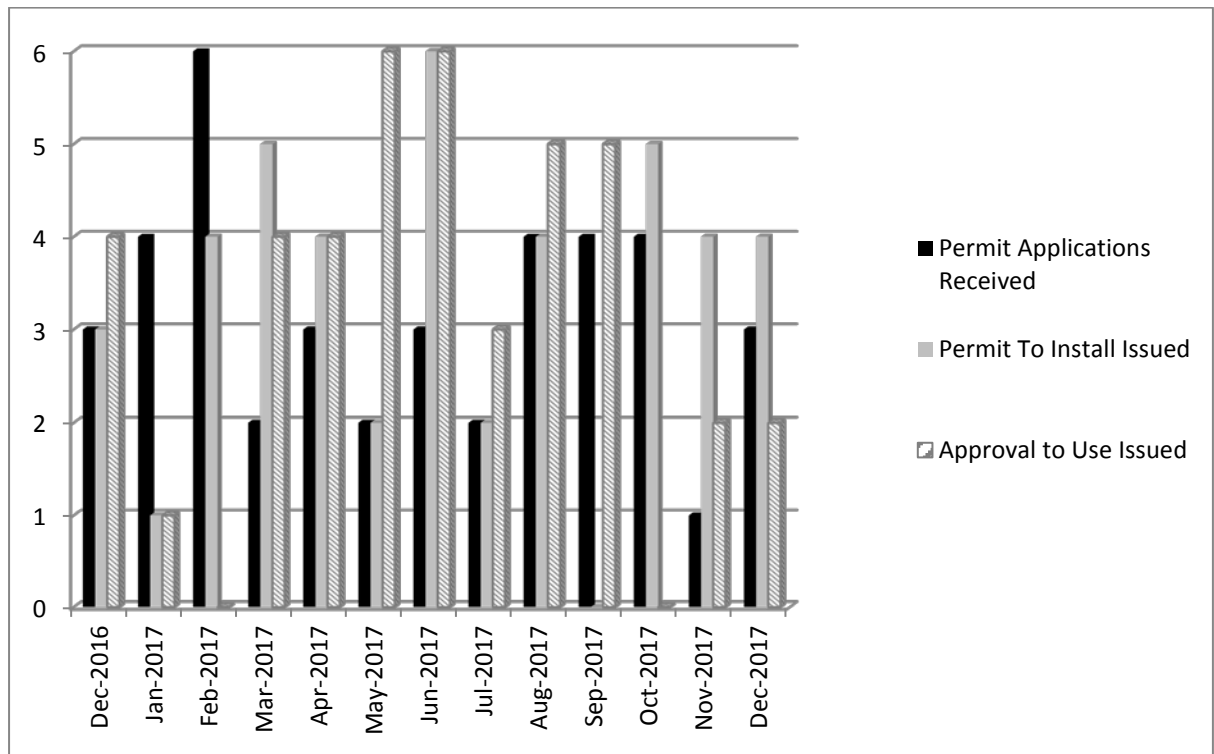
PART C: ENVIRONMENTAL HEALTH

ACTIVITY: WASTEWATER

Wastewater activity statistics for December 2017 are summarised in the tables below:

Period	Applications to Install New or Alter Existing Septic Tanks Received	Permits to Install Issued	Approval to Use Issued	Fees Paid
1st - 31st December 2017	3	4	2	\$1520

The below graph displays the monthly wastewater activity (applications received, permits to install and approval to use issued) over the last 12 months (December 2016 to December 2017).



The following table shows inspection data for Wastewater related Inspections conducted by the Environmental Health Officer in December 2017.

Period	Septic Tank Inspections	Domestic Wastewater Management Plan (DWMP) Inspections
1st - 31st December 2017	3	0

Domestic Wastewater Service Agent's Reports received (below).

Period	Service Reports Received
1st - 31st December 2017	7

All of the Domestic Wastewater Service Agent's reports received in December were in relation to service conducted in November 2017.

ACTIVITY: FOOD & HEALTH PREMISES

Food Act 1984 and *Public Health and Wellbeing Act 2008* Premises activity statistics for December 2017 are summarised in the table below:

Period	New Premises Registered /Upgraded	Inspections/ Assessments Conducted	Complaints Received	Food Recalls Applicable	Registration / Renewal / Transfer Fees Paid
1st - 31st December 2017	0	1	0	1	\$9753.50

Temporary Food Premises in the Shire (Streatrader)

At 31 December 2017, Pyrenees Shire had 40 premises registered, 61 low-risk notifications and 114 current Statements of Trade (SOT). Renewals for all temporary and mobile food vendors registered with the Shire were due on 31 December 2017, with \$2355 in payments received to date.

ACTIVITY: IMMUNISATIONS

Immunisation activity statistics for December 2017 are summarised in the tables below:

Period	Infant to Preschool	Primary/Secondary School	Adult
Number of Clients	15	0	0
Number of Vaccines Given	34	0	0

KEY PROJECTS

Council has appointed Kernow Environmental Services Pty Ltd as its contract service provider for a three-year period, effective from 2 January 2018.

Council's EH department has been closely involved in the planning for the 2018 edition of the Rainbow Serpent Festival held on the Australia Day long weekend. Key issues being managed for this event include waste water disposal and food safety. Council's EHO will undertake at least two inspections during the festival to ensure food traders are complying with the Food Act, and to ensure overall public health and safety imperatives are being met.

The implementation of the Domestic Wastewater Management Plan continues with a review of existing records and the setup of electronic records on our Health software for all properties within declared potable water catchment areas. Inspections of high risk properties have also begun.

COMPLIANCE ISSUES

Council's renewal process for food registrations is underway, with all existing registered premises advised of the requirement to renew by 31 December 2017. In January 2018 Council will contact premises that did not register by the required date; any outstanding renewals as of 1 February 2018 will be subject to compliance action.

Other minor issues are being monitored with registered food premises with current non-compliance issues in regard to not keeping regular temperature records, ongoing cleaning issues and not having an accredited Food Safety Supervisor.

COUNCIL PLAN / LEGISLATIVE REQUIREMENTS

Council Plan 2013-2017

- Domestic Wastewater Management Plan 2015-2018
- Food Act 1984
- Public Health & Wellbeing Act 2008
- Environment Protection Act 1970
- Code of Practice for Septic Tanks

FINANCIAL / RISK IMPLICATIONS

The Environmental Health Officer (EHO) must work with regard to various legislative requirements with respect to Food Safety (*Food Act 1984*), Public Health (*Public Health & Wellbeing Act 2008*, *Environment Protection Act 1970*) and Wastewater (*Environment Protection Act 1970*, *Domestic Wastewater Management Plan*, *Code of Practice for Septic Tanks*).

It is necessary for the EHO to adapt to any changes in regulations whilst still providing a service that both meets the demands of residents within the municipality and complies with legislation.

ENVIRONMENTAL HEALTH SUMMARY

1. Kernow Environmental Services Pty Ltd has been appointed to deliver environmental health services for a three-year contract period, commencing 2 January 2018.
2. Council's Environmental Health team will have a strong presence at this year's Rainbow Serpent Festival, focusing on waste water, food safety and general public health.
3. Food, Health and Accommodation Premises registration renewals were due on 31 December 2017. Premises that have not renewed their registration will receive follow up contact during January to ensure they are not trading unregistered; outstanding registrations will be subject to compliance action from 1 February 2018.

PART D: LOCAL LAWS AND ANIMAL CONTROL

KEY PROJECTS

- Council's Local Law Review project is progressing, with briefing material and instructions provided to Council's legal team
- Council continues to monitor a complex compliance matter relating to animal keeping and breeding property in Lexton
- Council has issued a Notice to Comply to a landowner for illegally storing industrial machinery in a road reserve

STATISTICS

As of 31 December 2017:

Cats impounded (month)	2
Dogs impounded (month)	4
Domestic animal registrations	629 cats 2538 dogs
Infringements issued (month)	0
Prosecutions	1

LOCAL LAW REVIEW PROJECT

In December 2017, Council's Local Law team handed over detailed briefing documentation to its legal team to enable the drafting of new Local Laws.

Once draft Laws are received by Council, extensive community consultation will commence, including a one-month informal consultation period; and a formal notification period under section 223 of the Local Government Act.

COMPLIANCE ISSUES

In December 2017, Council was successful in obtaining a conviction in the Magistrate's Court against two ratepayers who continuously allowed stock to roam in roadsides in breach of multiple Notices to Comply issued by Council. The court fined the offenders' \$2000 each plus costs.

Council continues to monitor a complex compliance matter relating to an animal keeping and breeding establishment in Lexton, where Council has served a Notice on the landowner for breaches of the Domestic Animal Act. Council officers recently met inspectors from RSPCA to discuss a joint approach to compliance monitoring.

Council has issued a Notice to Comply to a landowner within the Beaufort Industrial Estate for illegally parking industrial machinery in the road reserve, in breach of Council's Local Laws. The Notice conditions were not complied with so the matter will now progress to prosecution.

Council is undertaking a targeted campaign to reduce the level of illegal advertising signing within road reserves in its townships, with Beaufort the current focus of activities. A number of business owners continue to erect signage, including hand-written signs, on trees and posts within the township, in breach of Council's Local Laws. Council encourages businesses to promote their services, but roadside signage must comply with the Planning Scheme or Local Laws, depending on its specific location.

Council Rangers continue to proactively investigate properties where unregistered domestic animals are being kept, in breach of the Domestic Animal Act. These properties were initially identified in the Domestic Animal Audit completed early this year.

COUNCIL PLAN / LEGISLATIVE REQUIREMENTS

- Council Plan 2013-2017
- *Domestic Animals Act* 1994
- Domestic Animal Management Plan 2012-2016
- Council Local Laws No. 2, No. 3 and No. 4

LOCAL LAWS AND ANIMAL CONTROL SUMMARY

1. Council's Local Law review is progressing, with draft laws now being prepared ahead of a community consultation phase in early 2018.
2. Council is investigating a number of complex compliance matters across the Shire relating to public safety, roadside signage and unregistered domestic animals.

Council to note this report

CORPORATE AND COMMUNITY SERVICES

2. CUSTOMER ACTION REQUESTS – DECEMBER 2017

Evan King - Director Corporate and Community Services

File No: 16/08/04

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to update Council on our Customer Action Request System (CARS) for the month of December 2017.

BACKGROUND

Council has operated an electronic Customer Action Service Request system (CARS) for a number of years enabling residents to lodge service requests. Requests can be lodged in person, via telephone, via Council's website or by using a smartphone "Snap Send Solve" application.

Since December 2012, CARS has been promoted on a regular basis in Council's Public Notices published in the Pyrenees Advocate.

Predominantly, service requests have been for maintenance issues – potholes, road condition, drainage, signage, slashing and overhanging branches. Council receives between 400 and 700 service requests per annum.

ISSUE / DISCUSSION

As at the 31st December 2017 the status of CARS was as follows:

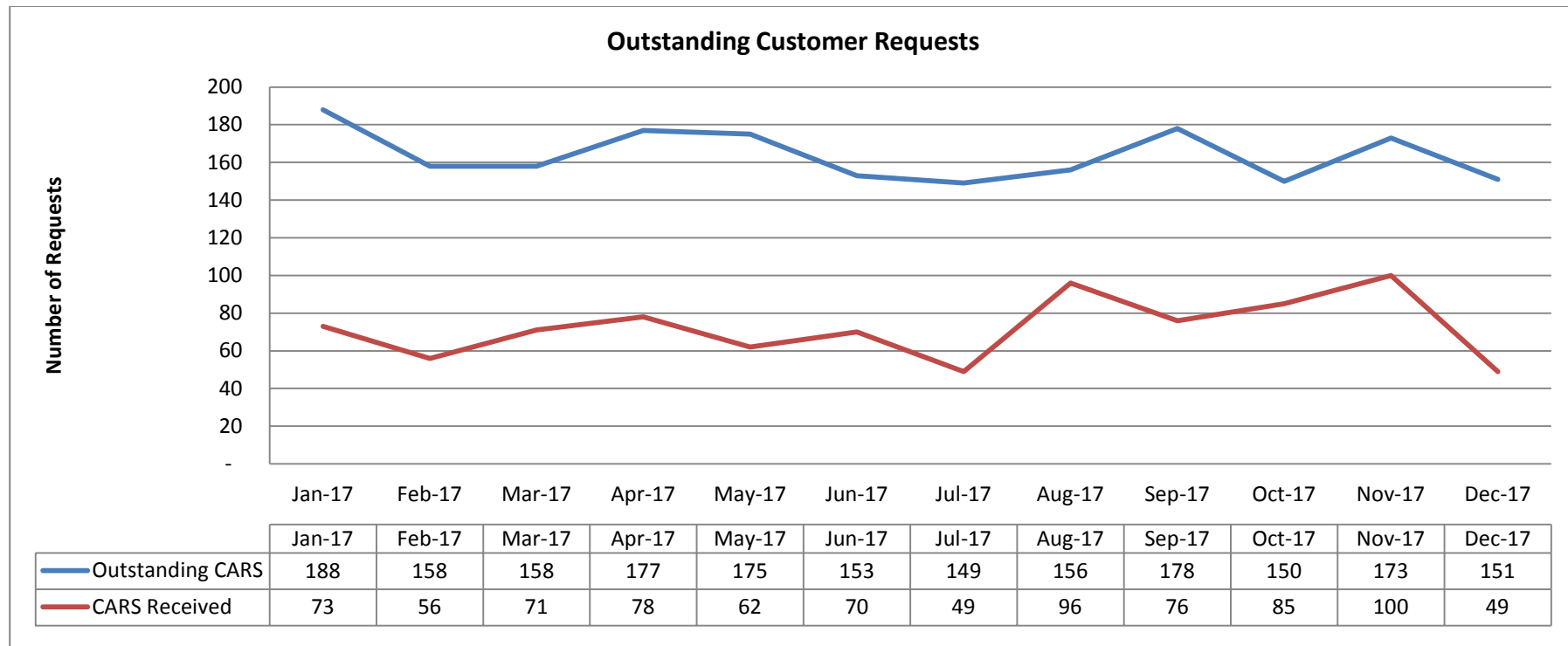
- 28% Decrease in 2016 Outstanding CARS
- 6% Decrease in 2017 Outstanding CARS
- 13% Decrease in CARS received
- Of the 151 outstanding CARS 58 relate to natural disasters
- For the month of December 71 CARS were closed

A CARS working group has been set up to undertake a complete review of the CARS system. Three meetings have been held with a number of recommendations in the process of being implemented.

Additional services have been added to the CARS system including pools, local laws, building maintenance and compliance.

To enable better analysis of outstanding CARS and the ability to identify CARS related to natural disaster a report has been created that categorises CARS by request type.

Total Outstanding Cars Requests													
Year	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	% Change
2015	-	-	-	-	-	-	-	-	-	-	-	-	0%
2016	151	114	98	86	78	64	59	57	54	53	53	38	-28%
2017	37	44	60	91	97	89	90	99	124	97	120	113	-6%
Total	188	158	158	177	175	153	149	156	178	150	173	151	-13%
Total Received	73	56	71	78	62	70	49	96	76	85	100	49	-51%



Open Requests - Type	
Roads	8
Streetlights	1
Drainage	15
Footpaths/K&C/PL(VR)	5
Roadside Vegetation	12
Environmental Health	1
Fire Hazards	1
Planning	1
Building Maintenance	15
Parks & Reserves	2
Local Laws	6
Building Compliance	3
Road Maintenance	10
Roads - Unsealed	2
Road Maintenance - Unsealed	9
Natural Disasters	58
Design & Assets	1
GIS	1
Total	151

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Leadership

1.1 - Communicate the Council's decisions, policies and activities and the reasons behind them, in a form relevant to ratepayer needs and expectations in accordance to Council's communication strategy.

ATTACHMENTS

2.1 CARS Analysis – December 2017

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report

CONCLUSION

There has been continued improvement demonstrated in resolution, inspection and acknowledgement of customer requests. Further focus and effort is required to reduce the level of outstanding requests.

That Council note this report.

3. GRAMPIANS PYRENEES INTEGRATED PREVENTION PLAN 2017-2021

Martin Walmsley – Manager Community Wellbeing

File No: 36/17/06

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is for Council to consider the Grampians Pyrenees Integrated Prevention Plan 2017-2021 which has been developed by the Grampians Pyrenees Primary Care Partnership (GPPCP).

BACKGROUND

Grampians Pyrenees Primary Care Partnership (GPPCP) is a voluntary alliance of over 30 agencies in the health, welfare, local government, community and disability sectors. GPPCP covers the 3 local government areas of Northern Grampians Shire, Ararat Rural City and Pyrenees Shire.

Primary Care Partnerships (PCPs) are a State Government initiative of the Department of Health & Human Services and are unique to Victoria. The role of PCPs is to foster, facilitate and co-ordinate agencies working in partnership to benefit the health of the community. Working together ensures an integrated, systematic approach to our deliverables of Prevention, Chronic Disease Management and the coordination of services which means better outcomes for residents and healthier communities.

ISSUE / DISCUSSION

GPPCP has established an Integrated Health Promotion and Prevention Network which is comprised of health promotion funded organisations from across the Grampians Pyrenees catchment.

This network has worked together to develop a shared strategic plan which will be implemented and reported on collaboratively over the next four years (2017-2021).

The purpose of this shared plan is to reduce the prevalence of chronic disease risk factors and increase health and wellbeing outcomes for all across the Grampians Pyrenees catchment.

The determined priority areas of healthy eating and active living and improving mental health have been selected based on community and stakeholder consultation as well as local data and areas of need. These priority areas originated from the 2015-2019 Victorian health and wellbeing priorities of healthy eating and active living and improving mental health.

The development of this plan has been informed by and is aligned to local Municipal Health and Wellbeing and Council Plans, the Victorian Public Health and Wellbeing Plan 2015 – 2019 and Victorian Public Health and Wellbeing Outcomes Framework.

This plan will be reviewed against the agreed measures in the lead up to subsequent planning cycles.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - Community Connection and Wellbeing. We will engage with communities to provide responsive, efficient services that enhance the quality of life of residents and promote connected, active and resilient communities.



ATTACHMENTS

- 3.1 Grampians Pyrenees Integrated Prevention Plan 2017-2021 – *circulated separately to this report*

FINANCIAL / RISK IMPLICATIONS

There are no financial or risk implications associated with this report.

CONCLUSION

The Grampians Pyrenees Integrated Prevention Plan has been developed and is aligned to Council's Municipal Health and Wellbeing Plan. Through the GPPCP, agencies will work collaboratively to increase health and wellbeing outcomes for residents across the Grampians Pyrenees catchment.

That Council note this report

4. COUNCILLOR ACTIVITY REPORTS

Cr Ron Eason – Avoca Ward		
Date	Activity	Location
December		
Tues 5th	Briefing	Beaufort
Fri 8th	U3A meeting	Avoca
Tues 12th	Council plan and Meeting	Beaufort
Fri 15th	CHCV	Beaufort
Cr David Clark – Ercildoune Ward		
November		
Fri 3rd	MAV Board Meeting	Melbourne
5th to 8th	National Roads Congress and ALGA Board meeting	Albany WA
Sat 11th	Remembrance Day Ararat Legacy Handover	Snake Valley Ararat
Tues 14th	Councillor Briefing	Natte Yallock
Wed 15th	Local Government South Australia Conference	Adelaide
Fri 17th	Separation Tree ceremony Opening, Beaufort Art Show	Melbourne Beaufort
Sun 19th	Beaufort Agricultural Show	Beaufort
Tues 21st	Meeting with Minister for Local Government Council Meeting	Melbourne Avoca
Thurs 23rd	Volunteer and Sport Achievement Awards	Beaufort
Sun 26th	80 th Anniversary Brewster Hall	Brewster
Tues 28th	Pyrenees Futures Street Walk Beaufort and Skipton Health Services AGM	Lexton Beaufort
Wed 29th	Shire wide volunteers event	Avoca
Thurs 30th	Meetings with Minister for Industry Ben Carroll and Minister for Transport Jacinta Allen MAV CEO recruitment workshop	Melbourne Melbourne
December		
Fri 1st	MAV Board meeting	Melbourne
Sat 2nd	Beaufort Band AGM	Beaufort
Mon 4th	MAV Audit Committee North Central CMA Christmas function	Melbourne Newbridge
Tues 5th	Council strategic planning day and briefing	Beaufort
Wed 6th	Pyrenees Cooperative AGM	Lexton
Thurs 7th	MAV Mayors training	Melbourne
Tues 12th	Councillor briefing Council Meeting	Beaufort
Wed 13th	MAV CEO Interviews	Melbourne
Thurs 14th	Waubra School Concert	Wendouree



Fri 15th	Central Victorian Mayors and CEO's meeting	Beaufort
Sun 17th	Waterloo Community Christmas	Waterloo
Tues 19th	MAV activities and LG Act	Melbourne
Wed 20th	Pyrenees Shire Councillor event	Waubra
Thurs 21st	Pyrenees Shire Staff lunch	Beaufort
Cr Robert Vance – DeCameron Ward		
November		
Tues 21st	Council Meeting	Avpca
Mon 27th	Audit Committee	Beaufort
Tues 5th	Planning Session Briefing	Beaufort
Fri 8th	RCV	Melbourne
Tues 12th	Council Meeting	Beaufort
Thurs 21st	Pyrenees Shire Councillor event	Waubra

5. ASSEMBLY OF COUNCILLORS

Meeting Information			
Meeting Name / Type	Councillor Briefing		
Meeting Date	5 th December 2017 commenced at 2.00pm and closed at 5.46pm		
Meeting Location	Council Chamber Beaufort		
General Business	<ol style="list-style-type: none"> 1. Outstanding Rates and Charges and Rate Relief for Farms 2. Completion of the Moonambel Community Ceramic Centre 3. Budget Surplus and Grant Applications 4. Land Development Strategy 5. Former Beaufort Primary School Site 6. Visit Ballarat Performance Review 7. Agenda Review 8. Planning Items Update 9. VLine Road Closure Update 		
Attendees			
Councillors	Mayor David Clark Cr Michael O'Connor Cr Robert Vance Cr Tanya Kehoe Cr Ron Eason – left at 5.31pm		
Apologies	Nil		
Staff	Mr Jim Nolan – Chief Executive Officer Mr Evan King – Director Corporate and Community Services Mr Douglas Gowans – Director Asset and Development Services Mr Shannon Meadows – Manager Planning and Development – Item 8 Mr Matthew Novacevski - Planning Coordinator – Item 8		
Visitors	N/A		
Conflict of Interest Disclosures			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			



ASSEMBLY OF COUNCILLORS

Meeting Information			
Meeting Name / Type	Council Plan Workshop		
Meeting Date	12 th December 2017 commenced 10.00pm and closed at 2.00pm		
Meeting Location	Beaufort Community Bank Complex		
Workshop	<ol style="list-style-type: none"> 1. Council Values 2. Council achievements 3. What has changed and emerging issues 4. What does success look like? 5. How do we measure our success? 6. What new initiatives are to be included in the Council Plan? 7. The next steps 		
Attendees			
Councillors	Mayor David Clark Cr Michael O'Connor Cr Robert Vance Cr Ron Eason Cr Tanya Kehoe arrived 11.07am		
Apologies	Nil		
Staff	Mr Jim Nolan – Chief Executive Officer Mr Evan King – Director Corporate and Community Services Mr Douglas Gowans – Director Asset and Development Services		
Visitors	Nil		
Conflict of Interest Disclosures			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			



ASSEMBLY OF COUNCILLORS

Meeting Information			
Meeting Name / Type	Councillor Briefing		
Meeting Date	12 th December 2017 commenced at 2.00pm and closed at 5.50pm		
Meeting Location	Council Chamber Beaufort		
Presentation Business	<ol style="list-style-type: none"> 1. Stockyard Hill Windfarm 2. Long term financial plan 3. Beaufort Community House 4. Moonambel Water Supply 5. Australia Day Awards 6. Leadership Award 7. Agenda Review 		
Attendees			
Councillors	Mayor David Clark from 3.15pm Cr Michael O'Connor left the Assembly at 5.40pm and returned at 5.44pm. Cr Robert Vance Cr Tanya Kehoe Cr Ron Eason		
Apologies	Nil		
Staff	Mr Jim Nolan – Chief Executive Officer Mr Evan King – Director Corporate and Community Services Mr Douglas Gowans – Director Asset and Development Services Mr Ray Davies – Manager Economic Development and Tourism – item 4		
Visitors	Mr Ian Courtney, Senior Community Relations Advisor - Goldwind Item 1		
Conflict of Interest Disclosures			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Yes	Cr O'Connor	Direct Interest under S77B of the Act–Item 6	Yes

CRS VANCE / O'CONNOR

That the items for noting be received.

CARRIED

ITEMS FOR DECISION

ASSET AND DEVELOPMENT SERVICES

6 PETITION TO SEAL 200M OF REDBANK BARKLY ROAD WITH BLUE CHIP TO PREVENT DUST

Doug Gowans – Director Assets and Development

File No: 5210

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to provide Council details on a petition received to have 200m of Redbank Barkly Road between Cemetery Road and Wild Grape Road improved to prevent dust.

BACKGROUND

Council officers received a petition in late December 2017 requesting that 200m of Redbank Barkly Road between Cemetery Road and Wild Grape Road be improved to prevent dust.



In line with Councils Local Law No. 1 – Meeting Procedures, any petition received is to be tabled at the next ordinary meeting of Council.

ISSUE / DISCUSSION

The petition received contained 29 signatures which requested “to have 200m of Redbank Barkly Road between Cemetery Road and Wild Grape Road to be sealed with blue chip gravel to prevent dust”.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Local Law No. 1 – Meeting Procedures

ATTACHMENTS

6.1 Petition

CRS VANCE / EASON

That Council:

1. receives the petition
2. requests a report be presented to the March meeting of Council for a decision.

CARRIED

7. LANDSBOROUGH SKIP FACILITY

Philip Diprose – Project Management Officer

File No: 68/04/04

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to highlight the ongoing excessive material being received at the Landsborough skip facility and the vandalism and safety concerns existing with the facility. The report also seeks Council's support for the closure and relocation of the Landsborough skip facility closer to the township.

BACKGROUND

The Landsborough skip facility is one of three skip facilities that are additional to the three transfer stations located within the Municipality. The site was changed from a Transfer Station to an unmanned skip facility in July 2014. Due to excessive commercial material placed at the site it was fenced and gated in January 2015, although remaining unmanned. Four Seasons currently opens the facility for public access two days a week.

ISSUE / DISCUSSION

There are a variety of safety issues around the skip facility. The large gates installed at the face were to prevent falls into the skips or between the face and skip body. These are usually left open offering no protection to facility users.

The skips are placed on a gravel base, which have become problematic during the wetter months. This causes the skips to become uneven with the potential of the skips to move suddenly as material is added.

Dumping of illegal material including concrete, building rubble, tyres, couches, recliner chairs, cupboards and general household furniture over the recent few years has increased. This has necessitated further work to sort and clear the material on a frequent basis.

The green waste delivered to the facility has raised concerns from the local CFA and DELWP on the fire safety during the summer fire period. Green waste piles are frequently set alight by patrons without appropriate fire safety measures in place. Parks Victoria has identified the high risk of fire escaping from the Skip Facility into the parkland area.

On three recent occasions the entrance chain has been cut and removed resulting in the loss of the padlocks supplied by Council and Council's waste contractor.

Frequently the fence in the rear corner has been cut to gain access. To inhibit further access through the fence, building rubble has been placed at this site.

Waste material is often left where the vehicle is unloaded and not in the skips provided. The waste material gets added and eventually covers a large area that prevents patrons placing their material in the appropriate skips.

Council has engaged contractors to sort and place the material in the appropriate skips for removal but this comes with a significant cost. Tyres and mattresses are transported to the Beaufort Transfer Station for collection.

OPTIONS

There are a number of options available to Council and include the following:

1. Continue to support a skip facility in its current location with the knowledge that there is an ongoing cost to sort illegally dumped material from time to time.
2. Consider the expansion of the kerbside collection for the Landsborough area though consultation with the local residents eliminating the need for a skip facility.
3. If Council were to consider closure of the existing skip facility there would need to be a barrier placed at the road entrance to prevent unauthorised access to the site.
4. Investigate the feasibility of a skip at an appropriate township site. This could be similar to Crowlands and Stockyard Hill where the waste receptor has smaller individual bin lid openings. The skip would be for general domestic and recycle waste with no availability for other materials.
5. Facilitate rehabilitation of the existing skip facility site.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 5 - Development and Environment. We will undertake forward planning, and facilitate growth in our local economy while protecting key natural and built environmental values.

5.2 – Provide efficient and effective waste management.

ATTACHMENTS

- 7.1 Landsborough skip facility layout
- 7.2 photos

FINANCIAL / RISK IMPLICATIONS

There is a cost for a contractor to be onsite sorting and placing the waste material into the appropriate skips every couple of months. The cost to Council in the last 12 months has been \$5,150.

The fall prevention gates at the site are not kept closed which increases the risk of a patron falling into the skip bins.

The dumping of refuse on the surrounding area may pose safety issues while users are driving through. There are possibilities for punctures or vehicular damage and pedestrian access to areas with slips, trips and falls.

The placement of the skips on uneven ground is a safety issue for the truck operator.

Users have set alight the green waste at inappropriate times and without any fire suppression devices.

CONCLUSION

There is a balance that needs to be found between providing the community with a facility for waste collection and the costs associated with improper waste dumping. The current facility has been abused and requires an alternate solution to allow respectful community users a safer collection point.

RECOMMENDATION

That Council:

1. Commits to closing the existing Landsborough skip facility once an appropriate waste collection alternative has been initiated.
2. Investigates a location for a domestic waste and recycle skip at an appropriate Landsborough township site and report back to council by the April Council meeting with options.
3. Facilitates rehabilitation of the existing skip facility site once an alternative waste collection process has been initiated.

CRS VANCE / EASON

1. To defer closure of Landsborough tip at this stage
2. To organise a trial period of manning the site for ten hours per week
3. Conduct a survey of residents of interest in a kerb side collection and an estimated cost.
4. Bring report back to Council in six months.

CARRIED

8. SUBMISSION FOR INQUIRY INTO VICROADS MANAGEMENT OF COUNTRY ROADS

Doug Gowans – Director Assets and Development

File No: 58/06/02

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to seek Councils endorsement for a submission into the Parliament of Victoria's Inquiry into VicRoads' Management of Country Roads.

BACKGROUND

On 23 November 2016, the Parliament of Victoria's Law Reform, Road and Community Safety Committee received a reference to inquire into, consider and report on VicRoads' management of country roads.

A submission was prepared by officers earlier this month and submitted to the Parliamentary Committee. Councillors were provided the opportunity to read the submission prior to being sent to the Parliamentary Committee.

The inquiry is scheduled to be completed by the 30 June 2018. Once the report is tabled in Parliament, an electronic copy will be available for public viewing on the Committee's website. The Government is required to respond within six months of the final report being tabled. In general, all submissions accepted by a Committee are public documents. This means that submissions may be published on the Committee's website and quoted in the Committee's report to the Parliament.

ISSUE / DISCUSSION

The inquiry requested that submissions report on the four issues listed below:-

1. The effectiveness of VicRoads in managing country roads;
2. The existing funding model and its lack of effectiveness for country Victoria;
3. The lack of consultation with regional communities and their subsequent lack of input into prioritising which roads are in dire need of repair; and
4. The option of dismantling VicRoads and creating a specific Country Roads organisation and separate Metropolitan Roads body.

Some key points that officers made in the Pyrenees Shire Council submission were:-

- Remedial and renewal works do occur on all levels within the VicRoads hierarchy but, anecdotally, do not seem to keep up with what the public would consider a useable and reasonably maintained road network. This appears to be both an asset management issue and a funding level issue.
- It is the view of Pyrenees Shire Council that the two most important recommendations from the Victorian Auditor General (VAGO) report into *Maintaining State Controlled Roadways* in June 2017, is the introduction of a pavement management system for pavement modelling and developing measures to more transparently show the state of the road network.
- Council appreciates the increased effort and expenditure in recent years on road safety treatments in an attempt to reduce the road toll.

- There is a perception that there has been a declining level of funding in real terms allocated to the preservation and renewal of the road asset; in particular more timely and cost effective pavement rehabilitation and reseal treatments are badly needed.
- Pyrenees Shire Council has a very good working relationship with VicRoads, specifically VicRoads Western Region.
- It is the view of Pyrenees Shire Council that the option of dismantling VicRoads and creating a specific Country Roads organisation will not address the lack of funding currently invested in arterial roads in Victoria by the State Government.
- The concern with a separation of state road authorities into metro and regional is that it would create a further competition between these areas for the same pool of roads funding. The state road network needs to link both regional and metro areas with a singular approach to road management.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Roads and Townships. We will plan, manage, maintain and renew infrastructure in a sustainable way that responds to the needs of the community.

1.1 - Ensure local roads are maintained and renewed in line with adopted plans and strategy to provide a safe transport network and meet community needs.

Strategic Objective 2 - Relationships and Advocacy. We will build and maintain effective relationships with community, government and strategic partners, and advocate on key issues.

2.3 - Maintain strategic partnerships, and participate with peak bodies for support and to enhance advocacy.

ATTACHMENTS

- 8.1 Letter from Chair of Parliamentary Committee 58/06/02 - *circulated separately to this report*
- 8.2 Submission

FINANCIAL / RISK IMPLICATIONS

The risk of a poor state road network creates safety issues and inefficiency for economic sustainability.

CONCLUSION

Although Pyrenees Shire Council recognises that there is always room for improvement in how VicRoads operates, the major concern that needs addressing by the State is the need for increased funding for road maintenance and renewal.

CRS KEHOE / EASON

That Council:

endorses the submission for the Inquiry into VicRoads Management of Country Roads.

CARRIED

9. UPDATE ON THE RECONSTRUCTION OF THE MOONAMBEL NATTE YALLOCK ROAD (CH 8.91 – 10.73)

Doug Gowans – Director Assets and Development

File No: 4080

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to provide an update to Council on the delivery of the 2017/18 Roads to Recovery project to reconstruct the final 1.82km section of the Moonambel Natte Yallock Road. The report also seeks Council's endorsement of changes to the current Roads to Recovery program.

BACKGROUND

The reconstruction of the Moonambel Natte Yallock Road from chainage 8.91km to chainage 10.73km will complete the full reconstruction of the road from the Maryborough St Arnaud Road through to the Sunraysia Highway in accordance with its designated hierarchy, to Council standards and the recommendations of the Regional Transport Strategy.

ISSUE / DISCUSSION

A design had been prepared in preparation for the reconstruction project, with construction scheduled to commence in October 2017.

At an onsite meeting on the 21st of November 2017, Driscoll Engineering Services presented relevant concerns to Councillors and the Executive Management team, the full range of engineering and environmental constraints, and the potential impacts, desired outcomes in relation to construction and service obligations as a number of compromises to Councils current standards and design outcomes, became evident.

The peer review was completed by Driscoll Engineering Services in early November 2017.

Driscoll Engineering Services expressed their concern that the previous design assumption resulted in very unusual outcomes that would compromise existing service and design standards engaged in previous reconstruction projects along this length of road. The centre line required significant realignment, the impact of vegetation offsets and cultural heritage considerations had not been investigated. These needed to be determined along with a reassessment of the design construction methodology.

The Dja Dja Clans Aboriginal Corporation was contacted and an onsite inspection undertaken on the 15th December 2017 with the resulting report being received on 8th January 2018. The report found that the proposed roadworks will not impact on the Aboriginal cultural heritage, or on any rights of the Dja Dja Wurrung people.

An independent environmental assessment is currently being undertaken to assess the implications of tree removal and the resultant vegetation offsets to be determined and costed. This report due in early February.

In October 2017, the uncertainty surrounding the costing and outcome of these surveys, investigations and any centre line redesign, officers commenced the assessment of a number of project options should the construction of the Moonambel Natte Yallock Road not be able to be delivered in the 2017/18 budget year as programmed.

The following projects options were considered and will fully utilise the 2017/18 Moonambel Natte Yallock Road R2R allocation:-

Reconstruction of Segment 756 Modesty Lane from chainage 1.525km. to chainage 3.15km. Design completed and Environmental Impact assessed as nil. (Previously programmed for 2018/19 budget year)

- Reconstruct 450m of the eastern end of Moonambel-Natte Yallock Road from Major Culvert MC 350 at chainage 8.91km. (Part of the original project works not affected by cultural heritage impacts)
- Quarantine remaining funds for or commence tree removal along Langi Kal Kal Road in preparation for 2019/20 reconstruction of Segment 654 from chainage 0.2km. to chainage 1.945km.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Roads and Townships. We will plan, manage, maintain and renew infrastructure in a sustainable way that responds to the needs of the community.

1.1 - Ensure local roads are maintained and renewed in line with adopted plans and strategy to provide a safe transport network and meet community needs.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The allocation for the reconstruction of the Moonambel Natte Yallock Road in 2017/18 was \$600,000. The undertaking of the projects listed above will fully utilise this allocation. The remaining works on the Moonambel Natte Yallock Road will now be completed in the 2018/19 budget year utilising the adjusted R2R allocation.

CONCLUSION

To ensure a quality result for the Moonambel Natte Yallock Road Project there is a need to change the R2R program for 2017/18. This can be achieved by bringing forward future planned R2R projects for delivery this year.

CRS VANCE / O'CONNORR

That Council:

endorses the changes to the proposed delivery of the Moonambel Natte Yallock Road Project and the amendments to the R2R program.

CARRIED

CORPORATE AND COMMUNITY SERVICES

10. MOONAMBEL COMMUNITY CERAMIC CENTRE KILN

Evan King – Director Corporate and Community Services

File No: 36/28/08

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to seek Council's approval to provide the Moonambel Arts & History Group a Community Capital Grant for the connection of kiln at the Moonambel Primary School to gas.

BACKGROUND

In 2015, the Moonambel Arts & History Group (MAHG) were donated a 1m³ LPG gas kiln for the community and school community to use to fire pottery and hold pottery workshops. This project is identified in the Moonambel Community Action Plan.

MAHG were successful in gaining a \$4,700 Foundation for Rural & Regional Renewal (FRRR) grant to build a facility to house and connect the kiln. To allow full and continued public access, the Moonambel Primary School site was chosen. The use of the kiln would be managed in partnership by the Primary School and the MAHG Committee.

The building is now complete which houses a wood fired Raku pottery kiln, a foot operated treadle pottery wheel, some storage racks, work benches, a wind shield for the kiln burners and a fire extinguisher. Also in place is a lockable gas cylinder cage with two 45 kg LPG bottles. The safety cut-outs in the two LPG burners have been checked and are in working order. The flue and exhaust pipe will soon be mounted and a lockable steel storage cupboard installed.

The next stage is to connect the kiln to gas.

ISSUE / DISCUSSION

The connection of the kiln to gas, was expected to cost \$1,000 plus materials costing a total of \$1,500. Unfortunately, the plumber is now unable to complete the connection. The connection to gas requires the connection to two LPG cylinders via an automatic changeover regulator, a 4 metre gas line to the back of the kiln and connection to the two burners. The burners are mounted by two brackets at the underside of the kiln.

Due to the changing regulations pertaining to LPG kilns, including engineer's reports, connecting and commissioning, the cost to connect the kiln is now estimated at \$4,000. It requires a connection by a B Grade gas plumber to ensure the connection is compliant with current regulations.

MAHG are seeking a \$4,000 grant through the Community Capital Grants program to connect the kiln to gas.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - Community Connection and Wellbeing. We will engage with communities to provide responsive, efficient services that enhance the quality of life of residents and promote connected, active and resilient communities.

3.3 - Community Development - Supporting communities to build connections, capacity and resilience.

ATTACHMENTS

- 10.1 Capital Grant Application – Moonambel Arts and History Group – *circulated separately to this report.*
- 10.2 Photos of kiln

FINANCIAL / RISK IMPLICATIONS

Council as part of the 2017/18 budget allocated \$50,000 to the Community Capital Grants Program. Guidelines for the allocation of the Community Capital Grants were adopted by Council at the 21st November 2017 Council meeting. A full funding round will be undertaken in the New Year. Given the status of this project an application has been made to expedite the connection and commissioning of the kiln.

CONCLUSION

As part of this project, a very successful Raku event was held for both the general public and the School Community. Since then, many community members have asked when the facility will be ready to fire their pottery and commence pottery workshops. The large amount of work done by MAHG to create the facility to date cannot be fully utilised, without an operating kiln to be able to fire earthenware, stoneware and glaze firings.

CRS O’CONNOR / EASON

That Council:

approves the Moonambel Arts & History Group application for \$4,000 under the Community Capital Grants Program to connect the Moonambel kiln to gas.

CARRIED

11. LANDSBOROUGH PRIMARY SCHOOL – LANDSBOROUGH MEMORIAL GARDEN MURAL

Evan King – Director Corporate and Community Services

File No: 36/28/08

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is for Council to consider an application from the Landsborough Primary School under the Community Capital Grants Program for the creation of a mural at the .

BACKGROUND

The Community Capital Grant Program encourages organisations to be innovative and creative to address an identified need within the community.

The grant program links to the key priorities of Council, and in particular:

- Developing resilient and adaptive communities
- Promotion of healthy lifestyles
- Celebrating arts and culture
- Increasing community connectedness

Community Capital Grants are available to Community Groups based in the Pyrenees Shire between \$1,500 and \$5,000.

The purpose of the Community Capital Grants Program is to provide a funding program for each community (in most years) for capital projects contained in Community Action Plans that are unable to be funded by the Community Grants Program due to the value of the project.

ISSUE / DISCUSSION

Gary and Janeane Edward have established an amazing memorial garden in Landsborough to honour all the local and non-local people who served the country. As Landsborough Primary School is an integral part of the services held to commemorate ANZAC and Remembrance Day, the School approached Gary and Janeane about applying for an Armistice Centenary Grant to work on a collaborative mural at the memorial garden.

It was agreed that the students collaborate with a professional artist to paint a mural honouring the Centenary of the Armistice. Maggie Barnes-Oake, a local artist who worked with the students to paint 4 murals at the local swimming pool was approached to work with the School to create the mural.

It is proposed that the mural will be erected in the garden on the corner of McKinlay Street and Ararat - St.Arnaud Road in view of all passing traffic. The materials will be identical to those used for the swimming pool murals, to showcase the mural.

All required permits will be sought.

The Landsborough Primary School recently submitted an expression of interest to the Federal Armistice Centenary Grant program to create and erect a mural at the Landsborough Memorial Garden.

The Landsborough Primary School has been asked to submit a full application for \$3,000. This will leave the Primary School \$3,000 short for the project.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - Community Connection and Wellbeing. We will engage with communities to provide responsive, efficient services that enhance the quality of life of residents and promote connected, active and resilient communities.

3.3 - Community Development - Supporting communities to build connections, capacity and resilience.

ATTACHMENTS

11.1 Armistice Centenary Grant Program Application

FINANCIAL / RISK IMPLICATIONS

Council allocated \$50,000 to the Community Capital Grants program in the 2017/18 Budget. A formal round of grants will be undertaken in the first quarter of 2018. Given the Federal Armistice Centenary Grant program application the Landsborough Primary School need to know if they have the shortfall of funds prior to applying for the Armistice grant.

CONCLUSION

The collaboration of students and the art community to develop a mural that commemorates service people who served Australia fits well with the objectives of the Community Capital Grants program. The use of Community Capital Grant funds to gain additional funding from the Federal Governments Armistice Centenary Grant program also means that Council funding will contribute towards a more significant project.

CRS VANCE / KEHOE

That Council:

Approves the Landsborough Primary School Community Capital Grant application for up to \$5,000 to contribute towards the Landsborough memorial garden mural.

CARRIED

12. REVIEW OF THE AUDIT COMMITTEE CHARTER

Evan King – Director Corporate and Community Services

File No: 16/30/02

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to seek Council approval for the updated Audit Committee Charter.

BACKGROUND

The Pyrenees Shire Council (Council) Audit Committee is an independent Advisory Committee to Council appointed by Council pursuant to Section 139 of the Local Government Act 1989.

The Audit Committee Charter has been developed having regard to ‘Audit Committee – A Guide to Good Practice for Local Government’, January 2011 issued by the Minister of Local Government.

This Charter sets out the Audit Committee’s objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

The primary objective of the Audit Committee is to assist Council to fulfil its corporate governance responsibilities through the effective conduct of its responsibilities for accounting and financial reporting practices, management of risk, maintaining a reliable system of internal controls, operation of good governance and facilitating sound organisational ethics.

The Audit Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibilities. The Audit Committee does not have any management function and is therefore independent of management.

As part of Council’s governance obligations to its community, Council has constituted an Audit Committee to provide the Council with guidance on:

- Internal and external financial reporting;
- Management of financial and other risks;
- Effectiveness of the internal and external audit function;
- Provision of an effective means of communication between the external auditor, internal auditor, management and Council; and
- Advice and recommendations on various matters within the charter in order to facilitate decision making by council in relation to the discharge of its responsibilities.

ISSUE / DISCUSSION

In accordance with Section 4 of the Audit Committee Charter:

“The charter of the Committee shall be formally reviewed every two years”.

The last review of the charter was conducted in November 2015. The current review of the Charter has been a desktop review.

The review considered the following topics:

- Change the name of the Audit Committee to the Audit & Risk Committee in keeping with the Local Government act review Exposure Draft Bill.
- Allow for an additional meeting if required (no change required)

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Objective: We will provide community leadership and advocacy to ensure financial sustainability and improve the economic, social and environmental wellbeing of the Pyrenees Shire.

Strategy: Communicate the Council's decisions, policies and activities and the reasons behind them, in a form relevant to ratepayer needs and expectations in accordance to Council's Communication Strategy.

ATTACHMENTS

12.1 Audit & Risk Committee Charter – December 2017 – *circulated separately to this report*

FINANCIAL / RISK IMPLICATIONS

All financial implications associated with the Audit Committee Charter are provided for in the Pyrenees Shire Council budget.

CONCLUSION

In accordance with Section 4 of the Audit Committee Charter the charter is required to be reviewed every two years. The last review was conducted in November 2015.

CRS O'CONNOR / KEHOE

That Council:

adopts the revised Audit & Risk Committee Charter – December 2017

CARRIED

13. NEW LOCAL GOVERNMENT ACT – EXPOSURE DRAFT

Evan King – Director Corporate and Community Services

File No: 44/10/16

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is for Council to consider making a submission on the new Local Government Act Exposure Draft Bill.

BACKGROUND

The Victorian Government is conducting the first comprehensive review of the Local Government Act 1989 in a quarter of a century. This review responds to calls from the local government sector for legislative reform after over 90 amending acts have resulted in hundreds of individual amendments to the Act in the past 25 years.

The process to review the Local Government Act is as follows:

- Stage 1 – Reform ideas: In September 2015, the Government released comprehensive Discussion Paper inviting ideas on options to reform all aspects of the legislative framework.
- Stage 2 – Policy Directions: In June 2016, the Government released a Directions Paper (Act for the Future) outlining 157 potential reform directions.
- Stage 3 – Implementation Challenges: Through 2017, targeted consultation was undertaken to inform the Exposure Draft Bill.
- Stage 4 – Exposure Draft Bill: In December 2017 a draft of the Bill is being made publicly available for community comments and submissions.

ISSUE / DISCUSSION

The release of the Exposure Draft of the Local Government Bill marks the fourth and final stage of public consultation on the Local Government Act Review before the Bill enters the Parliament.

The Draft Bill seeks to:

- provide a better understanding of the role of councils as democratically elected bodies
- encourage Victorians to participate more as candidates, voters and citizens in council activities and contribute to council strategic visions and plans
- drive more autonomous and outcome focused councils
- encourage Councils to embrace innovative and collaborative arrangements that increase organisational efficiency and deliver public value for residents
- provide a sound framework for the sector to become more efficient and enterprising in its local governance.

Major changes from the directions stage include:

- Mayoral terms –one year not two
- The option to directly elect the mayor has been removed (except for the City of Melbourne)
- CEO not the mayor sets the council agenda
- Audit and risk committee responsibilities reduced

- No change to electoral franchise/vote counting (partial preferential ruled out)
- Councillor range to remain at 5-12 (5-15 ruled out)
- Certification of a local law can be undertaken by council legal staff
- Community engagement principles aligned to VAGO public participation principles.
- Council Plan (like budget) to be struck by 30 June not 31 December
- Four year budget

Councils, peak bodies and all other interested stakeholders are encouraged to make a submission on the Exposure Draft Bill. Submissions will inform the final drafting of the Bill.

The Draft Bill is open for public comment until **Friday, 23 February 2018**.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation. Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

ATTACHMENTS

13.1 - Local Government Leaders Briefing - December 2017- *circulated separately to this report*

FINANCIAL / RISK IMPLICATIONS

There are no financial or risk implications associated with this report.

CONCLUSION

The current Draft Bill is not based on further amendments to the 1989 Act but rather reflects a first principles review.

The Victorian Government has three overriding objectives for this new Local Government Act:

1. Victorians will better understand and value the role of councils as democratically elected bodies that represent their interests; participate more as candidates, voters and citizens in council activities; and contribute to council strategic visions and plans.
2. Councils will drive reform across the state by being more autonomous and outcome-oriented; and by embracing innovative and collaborative arrangements that increase organisational efficiency and deliver public value for residents
3. The Act will be a living document that tells people clearly what councils do and how to get involved, and provide a sound framework for the sector to become more efficient and enterprising in its local governance.

CRS VANCE / EASON

That Council:

make a submission on the exposure draft of the local government bill highlighting the issues pertaining to small councils.

CARRIED

14. FARM RATE RELIEF UPDATE

April Ure – Property Revenue Officer

File No: 52/08/02

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is to consider the impact of two possible variations to the implementation of Council's Revenue Collection Procedure in relation to farm differential properties.

BACKGROUND

Rates and charges are raised on all assessable properties annually and form a major part of Council's income in the annual budget. Farm differential rate assessments comprise approximately 30% of total rateable assessments, and generate approximately 51% of rates income. Action taken towards collection of overdue rates and charges is undertaken in accordance with Council's Revenue Collection Procedure.

In November 2017, parts of the Pyrenees Shire were affected by two separate severe weather events. A late frost occurred in early November and a heavy rainfall event occurred in mid-November, devastating some viticultural and cereal crops. These weather events will significantly impact the cash flow and profitability of affected farmers, and hence their capacity to pay their outgoings including their 2017/18 Council rates and charges.

ISSUE / DISCUSSION

Given the financial impact on the income of farmers affected by either or both of the severe weather events in November 2017, it is appropriate that Council considers varying the implementation of its Revenue Collection Procedure in 2018. The two variations for consideration are an interest waiver and a suspension of debt collection action against farm differential ratepayers, applied either to all farm differential ratepayers or only those farm differential ratepayers affected by one or both of these severe weather events.

Under Section 171(1)(b) of the *Local Government Act 1989* "Council may waive the whole or part of any rate or charge or interest in relation to any other class of persons determined by the Council for the purpose of waiving rates or charges on the grounds of financial hardship. A resolution of the Council for the purposes of subsection (1)(b) must include the objectives to be achieved by the waiver."

For purposes of this discussion "interest on overdue rates waiver" is defined as Council not raising interest on overdue 2017/18 rates on selected rate assessments until 15 February 2019.

If Council was to resolve to provide a blanket interest on overdue rates waiver for all Farm differential ratepayers, it will result in the following unintended consequences:

- It creates an immediate incentive for ALL Farm differential ratepayers not to pay their rates during the waiver period. Given that at present there is approximately \$3.556 million in farm rates outstanding this would cause a significant cash flow issue for Council. Should Council have to go into overdraft as a result of the cash flow issue then the interest on any overdraft facility would be significantly higher than the 2.25% per annum average interest rate currently earned on term deposits. One alternative way to manage the cash flow issue would be to defer major outlays in the 2018/19 budget until after the majority of Farm differential rates are collected in February 2019.

- The current penalty rate for interest on overdue rates set by the Victorian government is 10.0%, and should all Farm differential ratepayers choose not to pay their rates until February 2019 Council would forego approximately \$380,200 in penalty interest. The lost interest on investments would be in the order of \$89,000.
- By providing an incentive for those farm differential ratepayers that have the capacity to pay their rates by the current due date of 15 February 2018, to withhold their rates payments until 15 February 2019, it creates a cross-subsidy of the Farm differential ratepayers by all other ratepayers, and shifts the burden of funding Council services to the non-Farming ratepayers, or Farming ratepayers who have already elected to pay by instalments.
- Whilst this action does provide meaningful assistance to those farmers affected by one or both of the severe weather events of November 2017, it does provide an unnecessary subsidy to a significant number of Farm differential ratepayers who were in no way impacted by the severe weather events.
- As per Council's Revenue Collection Procedure, interest on Rates and Charges shall only be waived where a ratepayer has completed an application for Financial Hardship, in accordance with Section 171A of the *Local Government Act 1989*. A blanket exemption on raising interest on overdue rates for all Farm classification properties would be in conflict with this section of Council's Revenue Collection Procedure.
- From an administrative viewpoint, there is currently no easy way of excluding an entire rate code from the automated calculation of interest through Council's property revenue software. Therefore, an officer would be required to manually flag each individual Farm differential property for exclusion from the interest calculation, and then remove this flag prior to 15 February 2019. This manual intervention would involve approximately 1,760 properties twice.
- As an alternative to providing a blanket interest on overdue rates waiver for all Farm differential ratepayers, Council could resolve to encourage all Farm differential ratepayers who find themselves in financial hardship as a consequence of severe weather events in November 2017 to apply for an interest waiver on their outstanding Rates and Charges under the Hardship section of the Revenue Collection Procedure. This course of action would avoid the unintended consequences of the blanket interest on overdue rates waiver for all Farm differential ratepayers, whilst simultaneously providing meaningful assistance to those farmers affected by one or both of the severe weather events of November 2017.

Council could also resolve to vary the implementation of the Debt Collection section of its Revenue Collection Procedure, to ensure that no ratepayers in a specified category are sent to Council's Debt Collection Agency in 2018 for the non-payment of 2017/18 Council Rates and Charges. Properties already subject to Debt Collection action from previous years would remain with the Debt Collection Agency and action would continue to proceed on the existing level of debt, without any further 2017/18 debt added.

Option One would be to exclude all Farm differential ratepayers from new debt collection action in 2018, whilst Option Two would be to only exclude those Farm classification ratepayers who find themselves in financial hardship as a consequence of severe weather events in November 2017 and have applied for an interest waiver on their outstanding rates and charges under the Hardship section of the Revenue Collection Procedure.

Option Two is preferred because it provides targeted support to those ratepayers who need it, as opposed to Option One which has the unintended consequence of providing an opportunity for some ratepayers to unnecessarily delay the payment of the outstanding rates and charges, thereby creating a much larger debt to Council in 2019, and negatively impacting Council's cash flow.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Leadership

1.1 - Communicate the Council's decisions, policies and activities and the reasons behind them, in a form relevant to ratepayer needs and expectations in accordance to Council's communication strategy.

ATTACHMENTS

Nil Attachments

FINANCIAL / RISK IMPLICATIONS

Implementation of the recommended action will predominantly result in a change to the timing of Council's cash flow, and will have a small but immaterial impact to Council's long term profit and loss.

CONCLUSION

Given the significant impact of the late frost and heavy rain events in November 2017 on the cash flow and profitability of some farm enterprises within the Shire, it is considered appropriate that Council varies the implementation of its Revenue Collection Procedure in relation to Farm differential ratepayers to ensure that any Farm classification ratepayers facing financial hardship as a result of either or both of these severe weather events are encouraged to apply for an interest waiver on their outstanding rates and charges under the Hardship section of the Revenue Collection Procedure, and that no Farm differential ratepayers impacted by these severe weather events are sent to Council's Debt Collection Agency in 2018 for the non-payment of 2017/18 Council rates and charges.

CRS KEHOE / EASON

That as a result of the significant impact of the late frost and heavy rain events in November 2017 on some farm enterprises within the Shire, that Council:

- (a) Encourages all Farm classification ratepayers who find themselves in financial hardship as a consequence of the severe weather events in November 2017 to apply for an interest waiver on their outstanding rates and charges under the Hardship section of the Revenue Collection Procedure.
- (b) Varies the implementation of its Revenue Collection Procedure to ensure that no farm classification ratepayer who finds themselves in financial hardship as a consequence of severe weather events in November 2017 and has applied for an interest waiver on their outstanding rates and charges under the Hardship section of the Revenue Collection Procedure is sent to Council's Debt Collection Agency in 2018 for the non-payment of 2017/18 Council rates and charges.

Following discussion this resolution did not go to the vote however Councillors made an amendment.

AMENDED RESOLUTION

CRS KEHOE / EASON

That as a result of the significant impact of the late frost and heavy rain events in November 2017 on some farm enterprises within the Shire, that Council:

- (a) Encourages all Farm classification ratepayers who find themselves in financial hardship as a consequence of the severe weather events in November 2017 to apply for an interest waiver on their outstanding rates and charges under the Hardship section of the Revenue Collection Procedure.

CARRIED

15. APPOINTMENTS TO S86 COMMITTEES OF MANAGEMENT

Martin Walmsley – Manager Governance, Culture and Risk

File No: 16/16/10 – 16/16/20

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is for Council to consider the formal appointment of community representatives to its s.86 Committees of Management.

BACKGROUND

Under s.86 of the *Local Government Act 1989*, Council can appoint Special Committees with the delegated authority to manage council assets. This authority is set out in the Instrument of Delegation which describes the Committee function, duties and powers.

Council has the following s.86 Committees of Management:

- Beaufort Community Bank Complex
- Brewster Hall
- Landsborough Community Precinct
- Snake Valley Hall
- Waubra Community Hub

All Instruments of Delegation are current and were reviewed in the last 12 months.

At Annual General Meetings there have been some changes to membership. In December 2017, Council formally appointed membership of the s.86 Committees of Management for the Beaufort Community Bank Complex, Landsborough Community Precinct and the Waubra Community Hub.

This report seeks to formalise appointments to the s.86 Committees of Management of the Brewster and Snake Valley Halls.

ISSUE / DISCUSSION

The following appointments are recommended by S.86 Committees of Management:

Brewster Hall

Richard Hayward, Annie Morcombe, Lyn Hayward, Jenny Verberne, Ted Purves, David Morcombe, Gary Hayward, Gary Swann, John Dunn.

Snake Valley Hall

Kate Breen, Clayton Keefe, Jan Soar, Ann Collett, Sonia Missen, Tania Currie, Tony Collett, Vicki Currie, Sheena Humphrey-Brown, Sebastian Humphrey-Brown, Gay Pearse, Shirley Carson.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Legislative Compliance: Pursuant to the Victorian *Local Government Act 1989*:

- Under s.86 (2) Council may appoint members to a special committee and may at any time remove a member from a special committee.
- Under s.86 (6) Council must review any delegations to a special committee in force under this section within the period of 12 months after a general election.

ATTACHMENTS

Nil

CRS KEHOE / O'CONNOR

That Council formally appoints the following community representatives to s.86 Committees of Management:

a. Brewster Hall

Richard Hayward, Anne Morcombe, Lyn Hayward, Jenny Verberne, Ted Purves, David Morcombe, Gary Hayward, Gary Swann, John Dunn.

b. Snake Valley Hall

Kate Breen, Clayton Keefe, Jan Soar, Ann Collett, Sonia Missen, Tania Currie, Tony Collett, Vicki Currie, Sheena Humphrey-Brown, Sebastian Humphrey-Brown, Gaye Pearse, Shirley Carson.

CARRIED

16. AUSTRALIAN AGED CARE QUALITY AUDIT OUTCOME

Martin Walmsley – Manager Governance, Culture and Risk

File No: 36/13/02

Declaration of Interest: As author of this report I have no disclosable interest in this item.

PURPOSE

The purpose of this report is for Council to consider the outcome of the recent Australian Aged Care Quality Audit on Council's Aged and Disability Services (Pyrenees Community Care).

BACKGROUND

As Council is aware, there has been significant reform in the aged and disability sector since the split of Commonwealth and State responsibilities and funding from the 1st July 2016.

In summary,

- Services for older Victorians (people aged 65 and over and aged 50 and over for Aboriginal and Torres Strait Islander people) is now directly funded and managed through the *Commonwealth Home Support Programme (CHSP)* by the Commonwealth Department of Health (DoH).
- Services for younger Victorians (people aged under 65 and under 50 for Aboriginal and Torres Strait Islander people) will continue to be funded and managed through the *Home and Community Care Program for Younger People (HACC-PYP)* by the Victorian Department of Health and Human Services (DHHS).
- Some HACC clients aged less than 65 will transfer to the *National Disability Insurance Scheme* as it rolls out in Victoria.

As part of Council's Service Agreement with both the Commonwealth and State, Council is required to meet the National Home Care Standards and is audited by the Australian Aged Care Quality Agency every three years, or on demand.

Council was advised in mid-2017 that the Australian Aged Care Quality Agency would undertake an audit of Council's Commonwealth Home Support Programme (CHSP) in November 2017.

ISSUE / DISCUSSION

On the 16th November 2017, three representatives from the Australian Aged Care Quality Agency met with Council staff, including Management, Pyrenees Community Care staff, Support staff and clients to undertake the audit. The audit involved interviewing staff and clients, reviewing documentation and making observations based on 18 Home Care Standards.

Summary of Findings

Council has now received the Final Quality Review Report which found that Pyrenees Community Care successfully met 18 of the 18 expected outcomes of the National Home Care Standards. This is an excellent result for Council and demonstrates the commitment of management and staff in ensuring the provision of quality services to our residents.



COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - Community Connection and Wellbeing. We will engage with communities to provide responsive, efficient services that enhance the quality of life of residents and promote connected, active and resilient communities.

ATTACHMENTS

16.1 Final Quality Review Report – Pyrenees Shire Council – Pyrenees Community Care – *circulated separately to this report.*

FINANCIAL / RISK IMPLICATIONS

There are no financial or risk implications associated with this report.

CONCLUSION

The recent external audit by the Australian Aged Care Quality Agency of Pyrenees Community Care found that Council met 18 of the 18 expected outcomes of the National Home Care Standards. This is an excellent result for Council and demonstrates the commitment of management and staff in ensuring the provision of quality services to our residents.

CRS KEHOE / VANCE

That Council:

receives the Australian Aged Care Final Quality Review report for Pyrenees Community Care and compliments the staff on the excellent effort to achieve this outcome.

CARRIED

17. COUNCILLOR REPORTS AND GENERAL BUSINESS

Cr Eason

Has had a quiet time in the Avoca Ward over the Christmas and New Year period.

Attended meetings with Maryborough and District Health Services during Family Health Week.

Wished all Councillors and staff a safe and happy new year.

Cr O'Connor

Thanked council and the volunteers who helped with the annual charity Christmas lunch held in Beaufort. Thank you to everyone involved

Queried as to whether arrangements were in place to cater for extra rubbish for the official celebration on Australia Day.

Director Asset and Development Douglas Gowans advised that yes extra bins would be in place.

Commented on the extra activity happening around Beaufort due to the patrons of the Rainbow Serpent Festival starting to arrive.

Advised that there is concern among residents in Beaufort that the potential free camping site proposed for Beaufort may not be the most desirable site.

Cr Kehoe

Mt Emu Ward has also been very quiet over the Christmas and New Year holiday period.

The harvest around the Mt Emu Ward has been very successful for some and not so for others. There is also a lot of hay about this year.

The Snake Valley Progress Association had a very successful and enjoyable Christmas break-up.

Also a very enjoyable evening for all who attended was the community Christmas carols held at the Uniting Church in Snake Valley.

Snake Valley will again be holding a 'Clean Up Australia Day' event that will be led by Sue Mudford.

Advised that many were looking forward to the Shire's official Australia Day event to be held at Beaufort.

Advised that a recent fire in the Mt Emu Ward had had a very rapid response from emergency services and was under control very quickly. Thank you to those involved.

Cr Vance

It has been generally quiet around the northern end of the shire.

Attended the Audit Committee meeting recently and found it quite enlightening.

Also attended the RCV Executive Committee last Friday where discussions were held on:

Budget and election campaigns

RCV's submission to the 2018/2019 Victorian Government budget was submitted in December 2017. The policy positions contained within the submission are focused on improving the sustainability and liveability of rural communities.

Look After Your Backyard

RCV has developed high-level messaging that will be used consistently across all advocacy and communications campaigns.

Mayors, Councillors and CEOs Forum

The next Mayors, Councillors and CEOs Forum will be held on Wednesday 11th April at Zinc, Federation Square.

2018 Rural Summit

The 2018 Rural Summit will be hosted by East Gippsland Shire Council, and will be held from Wednesday 16th to Friday 18th May in Lakes Entrance.

Rural and Regional Council Sustainability Program

RCV are represented as part of the Rural and Regional Council Sustainability Program Steering Group. The Steering Group has been providing input into the study that will be considering short, medium and long term options for council sustainability.

Population Attraction and Retention Strategies for Rural Victorian Communities

RCV will support a practical, actionable set of projects over the next three years. The first two projects that have been actioned are:

- Rural Population Growth Policy
- Rural Workforce Development Plan

Both projects will be launched at the April Mayors, Councillors and CEOs Forum.

Rural Living Campaign

RCV has partnered with the member councils who were part of the original Rural Living Campaign, which seeks an agreed minimum level of service for rural people.

Social Enterprise Workshops

RCV has partnered with the Australian Centre for Rural Entrepreneurship (ACRE) to deliver social enterprise workshops across rural Victoria.

Peri Urban Economic Development Strategy

RCV is partnering with the Peri Urban Group of Councils to produce an Economic Development Strategy. The project has commenced, with SGS Economics and Planning appointed to complete this work.

Unfortunate enough to have a fire in the DeCameron Ward however with quick action was quickly extinguished.

Looking forward to a successful term under the new mayor, Cr Clark.

Cr Clark

Attended a community barbecue at Waterloo prior to xmas.

Also attended the staff Xmas breakup at the Beaufort Golf Club

Attended Blue Pyrenees Estate where Minister Pulford announced funding of \$200,000 for 10 projects in the Grampians and Pyrenees wine regions. The successful projects were aimed at increasing wine tourism and cellar door sales in the Grampians Pyrenees region.

Visit Ballarat also received funding for a project manager to implement the recommendations from the recently completed Grampians Pyrenees Wine Tourism and Culinary Master Plan 2017-2020.

A real scare at Mt Misery last Friday when a fire took hold. Again with emergency services and help from the air the fire was under control reasonably quickly.



CONFIDENTIAL ITEMS

18. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

That pursuant to the provisions of Section 89(2) of the Local Government Act 1989, the meeting be closed to the public in order to consider:

- Contractual matters

EASON / KEHOE

That the meeting be closed to members of the public under Section 89(2) of the Local Government Act 1989, to consider a contractual matter specifically the following:

19. Lease of Amphitheatre Post Office

CARRIED



20 RE-OPENING OF MEETING TO PUBLIC

CRS VANCE / KEHOE

That Council, having considered the confidential item, re-opens the meeting to members of the public.

CARRIED

As the gallery had left the Council meeting the mayor did not report on the matter discussed in Closed Council however the resolution is noted below:

LEASE OF AMPHITHEATRE POST OFFICE

That Council enters into a lease of 75 Bailey Street Amphitheatre with Raelene Johnson.

21. CLOSE OF MEETING

Meeting closed at 7.52pm

Minutes of the meeting confirmed

2018

Mayor