

**MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD TUESDAY 15 MAY 2018 AT 6.00PM IN THE COUNCIL CHAMBERS, BEAUFORT**

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**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** – Jane Bowker

**Apologies:**        **Nil**

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

**Notice of Disclosure of Interest by Councillors and Officers: Nil**

**MINUTES OF PREVIOUS MEETING:**

**CR O'CONNOR / CR EASON**

That the Minutes of the Ordinary Meeting of Council held 17 April 2018 be confirmed.

That the Closed Minutes of Council held 17 April 2018 be confirmed.

**CARRIED**

**Public Question Time and Submissions on Agenda Items:**

**Mr Trevor Davey**

What is Council's position on illegal camping in forests and the lighting of fires particularly in four specific regions of the shire and is it illegal to camp without a permit in a forest in this shire?

**Mr Douglas Gowans** responded that Council local laws do deal with camping issues but they are restricted to private or publicly controlled land. Most of the forests are crown land and are either under control of DELWP or Parks Vic. DELWP and Parks Vic have their particular rules around camping etc. They have some statements encouraging camping in assigned places. DELWP and Parks Vic are aware that camping outside these areas does occur. It is attested to the fact that there have been a number of fires starting from campers in undesignated areas throughout the summer and previous summers.

**Cr David Clark**

In a fire context, there are some specific regulations around the lighting fires and clearing areas. This is the subject of Council's Local Laws or in the case of DELWP, their own enforcement.

**Mr Trevor Davey**

Does the lighting of fires, clearing of land, setting up of camping sites fall under DELWP?

**Cr David Clark**

Cr Clark responded that they do if any of the activities are on crown land.

**Business Arising: Nil**

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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 March 2018. This report includes four parts:

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

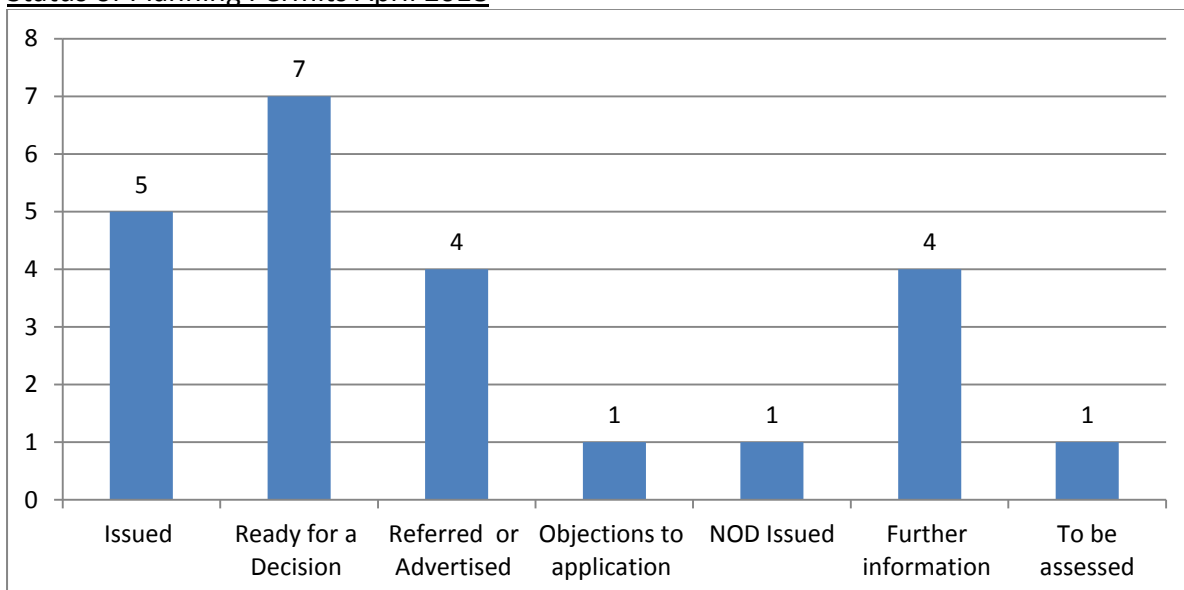
**PART A: PLANNING**

The planning activity statistics for March and April are summarized in the table below:-

Month	Applications received	Applications determined
March 2018	10	6
April 2018	8	5

The following chart identifies the total number and phase of permit applications within Council’s planning system including applications received in April 2018 and where in the planning system each application sits:

**Status of Planning Permits April 2018**



### Key Projects

Council has publicly released summaries of community engagement conducted as part of the Pyrenees Futures project in Lexton and Waubra. The summaries present themes and community priorities identified around the form and character of both towns. Staff are now completing draft framework plans for six towns, which are on track for presentation to Council in winter. Community engagement for three further towns (Moonambel, Amphitheatre and Landsborough) will then pick up during winter to inform the development of framework plans for these towns.

Given the community priority placed on streetscape upgrades in Avoca's town centre, Council is also commissioning detailed plans for urban design upgrades in the town centre focusing on public seating, shelter, amenity, and sense of place. These plans will be exhibited as an addendum to Pyrenees Futures.

### Statutory Planning

Council has been successful in prosecuting two significant enforcement matters, one at VCAT and the other in the Magistrates Court. Both matters relate to breaches of the Pyrenees Planning Scheme and/or a planning permit.

In the first matter, Council has succeeded in having an Enforcement Order issued against a landowner who has undertaken illegal earthworks and established an industrial land use without planning approval. The VCAT Order requires the landowner to cease the land use within a prescribed time and to provide Council with a technical report on the earthworks; if the landowner fails to comply with the Order, Council will prosecute the matter in the Magistrates Court.

In the second matter, Council prosecuted a landowner who failed to abide by the conditions of a VCAT Enforcement Order relating to breaches of a planning permit. The landowner has been convicted and fined, and costs have been awarded to Council. If the landowner fails to abide by the Magistrates Court order, further legal penalties may apply.

### Strategic Issues

The Victorian Government has extended public submission deadlines relating to its proposal to rezone three public land sites in Beaufort, including the former Beaufort Primary School site.

Council has also been successful in advocating for a heritage study to be undertaken as part of the Government Land Standing Committee process relating to the former Beaufort Primary School site buildings.

### Planning Summary

1. Council continues to perform above the state regional local government average for permit application turn-around times.
2. Findings have been issued against property owners in VCAT and the Magistrates Court in relation to two significant breaches of the Pyrenees Planning Scheme. Council continues to follow up a number of enforcement matters that have raised community concern.
3. Council is working with DELWP to ensure community views are heard in relation to a government process to rezone three government-owned sites in Beaufort.
4. Draft township framework plans for six towns are now being produced as part of the Pyrenees Futures project.

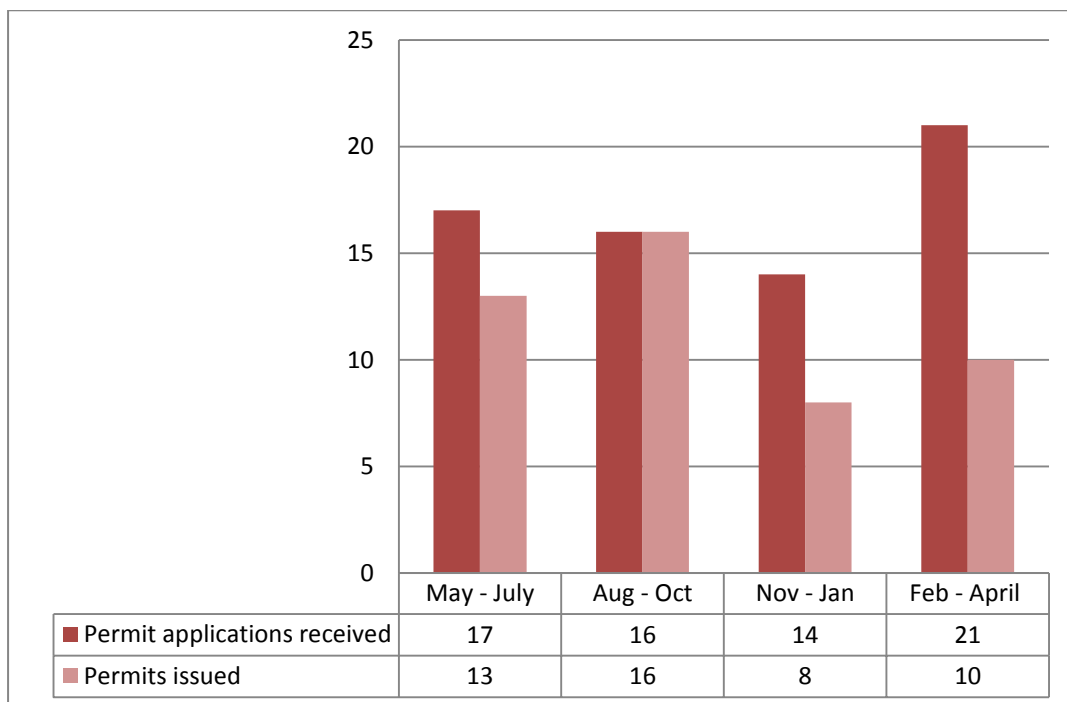
**PART B: BUILDING**

**Activity**

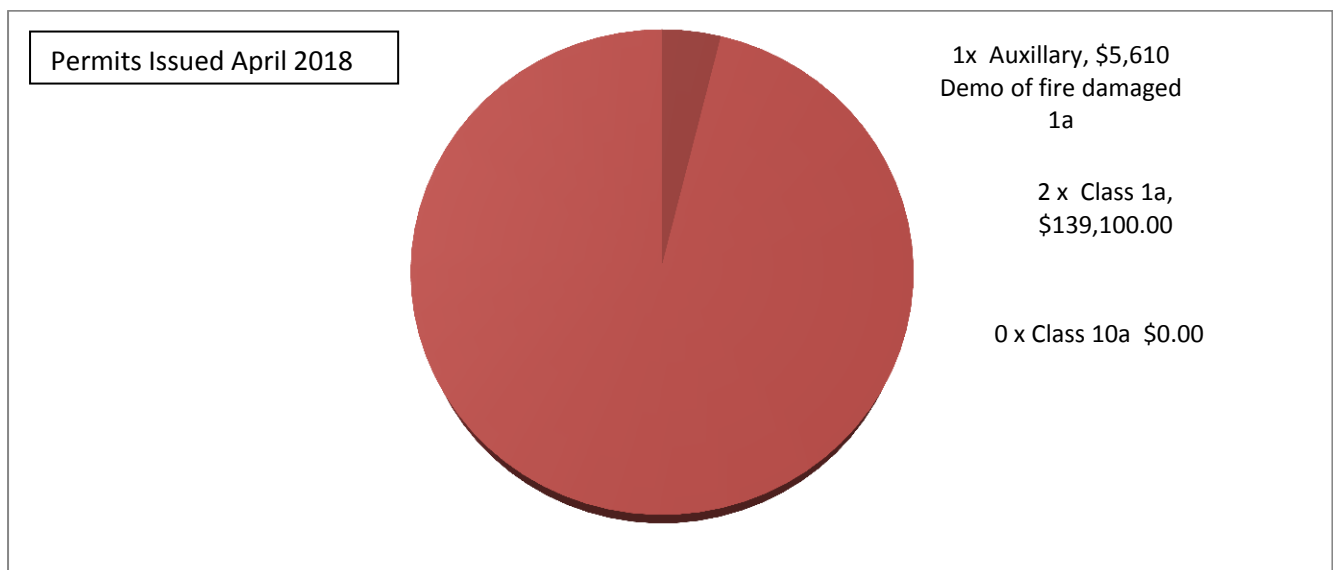
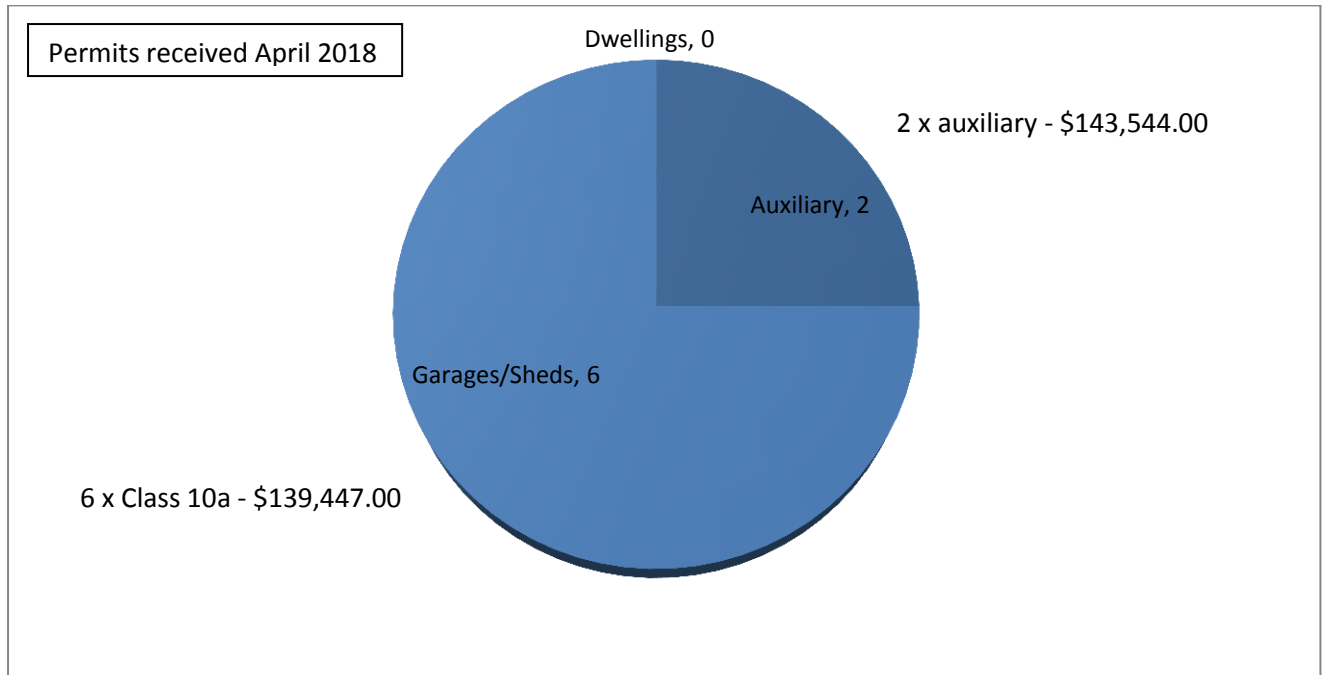
The building activity statistics as at 30 April 2018 are summarised in the table below:

CATEGORY	NUMBER	COMMENT
<b>Permits issued by Council</b>	3	Total value \$144,710.00
<b>Permits issued by private Building Surveyor</b>	12	Total value \$1,368,953.00
<b>New applications made to Council</b>	8	Total value \$282,991.00 6 x Class 10a 1 x Class 1b 1 x Class 5
<b>In process</b>	36	These applications (inclusive of new April applications) are pending receipt of further information requested from the applicants to achieve a compliant application for full assessment by the Municipal Building Surveyor.  3 x withdrawn by applicants

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

Key projects in April 2018 include the re-stumping project at the Raglan Hall; a new kitchen project at Redbank hall; and demolition and site clearing in Snake Valley following a dwelling fire.

Council has also been advised that its Municipal Building Surveyor, Neil Povey, has announced his retirement; He will complete his term as Council's MBS at the end of June 2018. A new MBS will be appointed in July 2018.

### 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 April, 2018 Council received eight applications and issued three permits.
2. Council’s MBS, Neil Povey, is retiring at the end of June 2018. A new MBS will be appointed in July 2018.

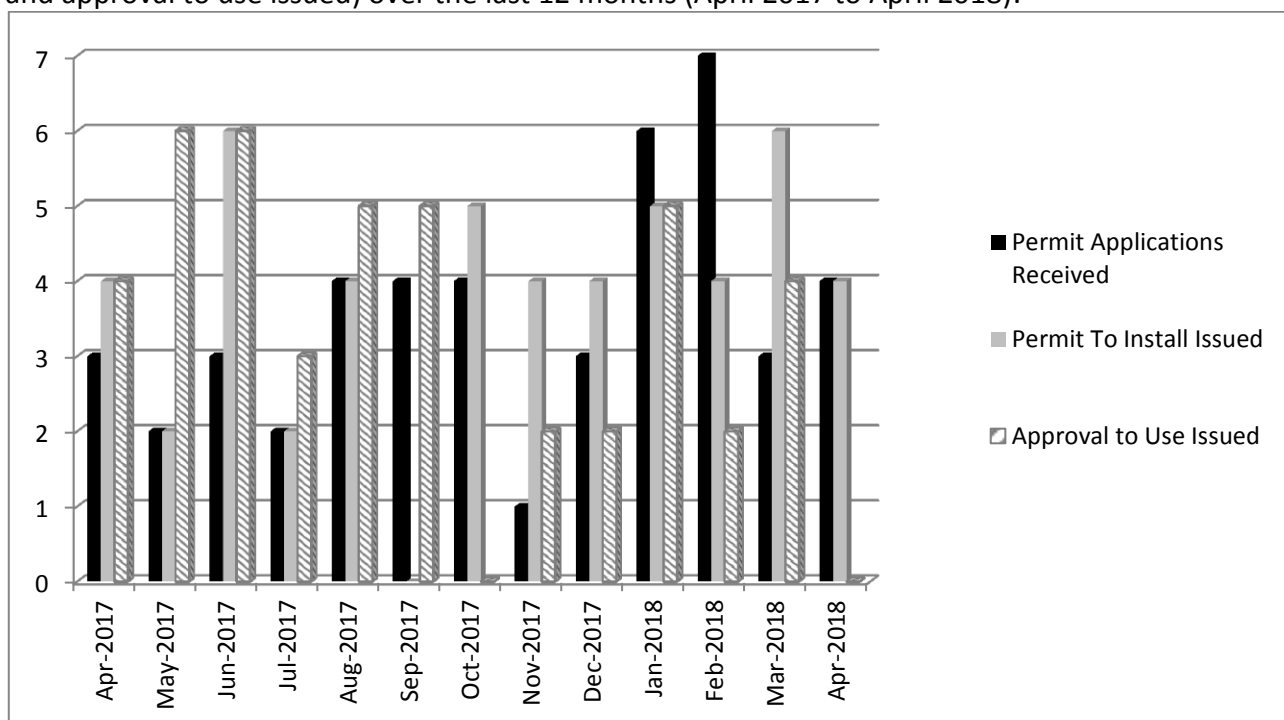
### PART C: ENVIRONMENTAL HEALTH

#### Activity: Wastewater

Wastewater activity statistics for April 2018 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 - 30th April 2018	4	4	0	\$1,710

The below graph displays the monthly wastewater activity (applications received, permits to install and approval to use issued) over the last 12 months (April 2017 to April 2018).





The following table shows inspection data for Wastewater related Inspections conducted by the Environmental Health Officer in April 2018.

Period	Septic Tank Inspections	Domestic Wastewater Management Plan (DWMP) Inspections
1st - 30th April 2018	9	0

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

Period	Service Reports Received
1st - 30th April 2018	4

All of the Domestic Wastewater Service Agent's reports received in April were in relation to service conducted in March 2018.

Activity: Food & Health Premises

*Food Act 1984 and Public Health and Wellbeing Act 2008* Premises activity statistics for April 2018 are summarised in the table below.

Period	New Premises Registered /Transferred	Routine Inspections/ Assessments Conducted	Complaints Received about Registered Premises	Food Recalls	Fees Paid
1st - 30th April 2018	0	12	0	1	\$389.50

Food Sampling

The results of Food Sampling conducted in March 2018 were received in April. In addition to sampling for various microbiological substances, the sampling also specifically tested gluten free foods from several food premises to ensure they complied with the claim of being gluten free. Of the 11 food samples purchased all returned satisfactory results.

Tobacco Test Purchasing and Inspections

Test Purchasing conducted in April was successful and of the 12 tests done there were no premises that sold tobacco to a minor. There were also 9 Routine Tobacco Inspections conducted at food premises during April. Tobacco Inspections ensure that food premises have appropriate no smoking signage and that they are complying with the *Tobacco Act 1987*.

Mobile and Temporary Food Premises in the Shire (Streatrader)

At 30<sup>th</sup> April 2018 Pyrenees Shire had 33 premises registered, 67 low risk notifications and 154 current Statements of Trade (SOT).

**Activity: Immunisations**

Immunisation sessions were run in April at Beaufort Early Childhood Centre and Avoca Aged Care Hostel as well as opportunistic services performed by the Shire’s Maternal Child Health Nurses (MCHN) throughout the month. The Immunisation activity statistics for April 2018 summarised in table below:

Session Type	Number of Clients & Vaccines	2 Month - 4 Yr Old	Secondary School	Adult
MCHN Opportunistic	Number of Clients	28	0	0
	Number of Vaccines	61	0	0
Beaufort Session	Number of Clients	2	0	0
	Number of Vaccines	3	0	0
Avoca Session	Number of Clients	2	0	0
	Number of Vaccines	4	0	0

**Key Projects**

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.

Council received a grant from the Department of Health and Human Services to go towards educating businesses and implementing the changes to the Tobacco Act that came into effect in August last year. This includes providing adequate No Smoking signage to all businesses with outdoor dining areas as well as ensuring signs are displayed in other public places such as playgrounds where children may be present.

**Compliance Issues**

Compliance action against two Food and Accommodation Premises that failed to renew their registration for 2018 continues.

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
- Tobacco Act 1987
- 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*), Tobacco (*Tobacco Act 1987*) 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. Council has investigated a nuisance complaint about odour from a farm near Avoca which was investigated. No further action will be taken at this stage.
2. Council continues to work with a local property owner in regard to a non-compliant septic system.
3. A number of infringement notices have been issued for non-payment of annual Food Registration renewals. Premises that trade without a current registration are liable for fines and other penalties, and may pose a risk to the community. Council will continue to enforce relevant legislation and ensure compliance with food registration requirements.

## **PART D: LOCAL LAWS AND ANIMAL CONTROL**

### Key Projects

Council's Local Law Review project team has received and reviewed a Draft General Local Law.

- Business improvement projects to strengthen local law administration are continuing.
- Council continues to investigate a range of complex animal keeping matters.

### Local Law Review Project

Council's Local Law team has now completed a review of the Draft General Local Law and Draft Operating Procedure, prepared by Beck Legal. The Draft General Local Law builds on extensive analysis, benchmarking and internal consultation.

Beck Legal will now undertake refinements to the Draft General Local Law based on Council's feedback. Once a complete draft is received, Councillors will be further engaged prior to informal consultation with communities and stakeholders ahead of a formal consultation under section 223 of the Local Government Act.

### Other Projects

Council staff are continuing to develop a range of new administrative processes to support the implementation of the General Local Law in late 2018. This process includes the development of new permit application forms and checklists; fact sheets that identify application requirements for all permit matters; internal referrals; standard conditions; and a new Fee Schedule for all permit types.

### **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. The review of Council's Local Laws is progressing, with a new (draft) General Local Law and Operating Procedure currently under review by an internal project team.
2. New internal processes are being developed to strengthen Council's administration of its Local Laws.
3. Council continues to investigate a number of complex compliance matters across the Shire relating to public safety, roadside signage and unregistered domestic animals, and is cooperating with RSPCA on various issues.

## CORPORATE AND COMMUNITY SERVICES

### 2. CUSTOMER ACTION REQUESTS – APRIL 2018

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 April 2018.

#### 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 30th April 2018 the status of CARS was as follows:

- No change in 2016 Outstanding CARS
- 10% Decrease in 2017 Outstanding CARS
- 19% Increase in 2018 Outstanding CARS
- 5% Increase in total CARS outstanding
- 0% Increase in CARS received
- Of the 154 outstanding CARS 51 relate to natural disasters
- For the month of April 54 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.

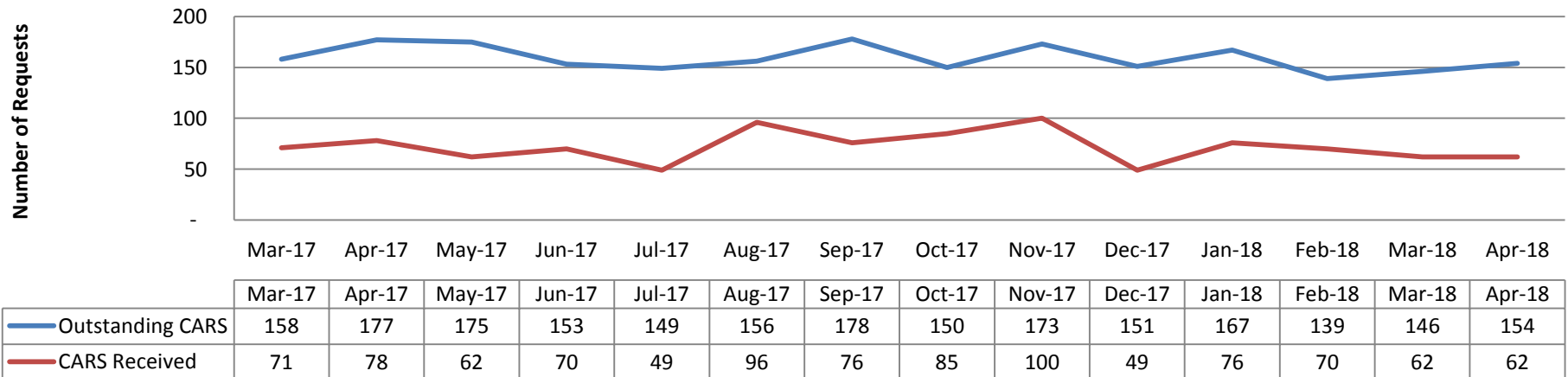
To enable better analysis of outstanding CARS and the ability to identify CARS related to natural disaster a report has been created that categorises CARS by request type.



**Total Outstanding Cars Requests**

Year	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	% Change
2015	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
2016	114	98	86	78	64	59	57	54	53	53	38	38	31	29	29	0%
2017	44	60	91	97	89	90	99	124	97	120	113	90	56	49	44	-10%
2018	0	0	0	0	0	0	0	0	0	0	0	39	52	68	81	19%
<b>Total</b>	<b>158</b>	<b>158</b>	<b>177</b>	<b>175</b>	<b>153</b>	<b>149</b>	<b>156</b>	<b>178</b>	<b>150</b>	<b>173</b>	<b>151</b>	<b>167</b>	<b>139</b>	<b>146</b>	<b>154</b>	5%
<b>Total Received</b>	56	71	78	62	70	49	96	76	85	100	49	76	70	62	62	0%

**Outstanding Customer Requests**



<b>Open Requests - Type</b>	
Roads	17
Streetlights	3
Drainage	9
Footpaths/K&C/PL(VR)	2
Roadside Vegetation	11
Planning	1
Building Maintenance	17
Parks & Reserves	5
Local Laws	6
Building Compliance	2
Road Maintenance	21
Roads - Unsealed	3
Road Maintenance - Unsealed	6
Natural Disasters	51
Total	154

## **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 – April 2018

## **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.

## **OFFICERS RECOMMENDATION**

That Council:

1. Notes the Customer Action Request update for April 2018

### 3. COUNCILLOR ACTIVITY REPORTS

<b>Cr David Clark – Ercildoune Ward</b>		
<b>April</b>		
Sun 1 <sup>st</sup>	Moonambel Arts and History Event	Moonambel
Tue 17 <sup>th</sup>	Councillor Briefing Session	Avoca
Tue 17 <sup>th</sup>	Council Meeting	Avoca
Thu 19 <sup>th</sup>	Community Care Team Open Day	Lexton
Sat 21 <sup>st</sup>	Pyrenees Unearthed Festival	Avoca
Sun 22 <sup>nd</sup>	Mount Beckworth 100 years of Lollipop Tree	Glendaruel
Sun 22 <sup>nd</sup>	Mount Bolton Lions Club Changeover	Learmonth
Mon 23 <sup>rd</sup>	Opening of Ballarat Link Road	Alfredton
Mon 23 <sup>rd</sup>	State Opposition Community Cabinet	Ballarat
Tue 24 <sup>th</sup>	Beaufort Walkfest Meeting	Beaufort
Wed 25 <sup>th</sup>	ANZAC Day Dawn Service	Avoca
Wed 25 <sup>th</sup>	ANZAC Day Memorial Service	Beaufort
Thu 26 <sup>th</sup>	MAV Rural Forum	Melbourne
Mon 30 <sup>th</sup>	Announcement – State funding for East Grampians Pipeline	Langi Ghiran Winery
<b>May</b>		
Wed 2 <sup>nd</sup>	MAV Liaison Meeting	Beaufort
Fri 4 <sup>th</sup>	MAV Board Meeting	Melbourne
Tue 8 <sup>th</sup>	Councillor Briefing Session	Beaufort
Thu 10 <sup>th</sup>	CH Prevention Laboratory Breakfast	Ballarat

<b>Cr Robert Vance – DeCameron Ward</b>		
<b>April</b>		
Tue 10 <sup>th</sup>	Councillor Briefing	Evansford
Wed 11 <sup>th</sup> & Thu 12 <sup>th</sup>	RCV - Mayors, Councillors and CEOs Forum	Melbourne
Tue 17 <sup>th</sup>	Councillor Briefing Session	Avoca
Tue 17 <sup>th</sup>	Council Meeting	Avoca
Thu 26 <sup>th</sup>	MAV Rural Forum	Ballarat
<b>May</b>		
Tue 8 <sup>th</sup>	Councillor Briefing	Beaufort
Tue 15 <sup>th</sup>	Councillor Briefing Session	Beaufort
Tue 15 <sup>th</sup>	Council Meeting	Beaufort
Wed 16 <sup>th</sup> – Fri 18 <sup>th</sup>	RCV Rural Summit	Lakes Entrance



<b>Cr Ron Eason – Avoca Ward</b>		
<b>April</b>		
Sun 1 <sup>st</sup>	Photo Competition	Moonambel
Tue 10 <sup>th</sup>	Councillor Briefing	Evansford
Tue 17 <sup>th</sup>	Councillor Briefing	Avoca
Tue 17 <sup>th</sup>	Council Meeting	Avoca
Fri 20 <sup>th</sup>	Pyrenees Unearthed Presentation	Avoca
Wed 25 <sup>th</sup>	Anzac Day Ceremony	Avoca
<b>May</b>		
Tue 8 <sup>th</sup>	Councillor Briefing Session	Beaufort
Tue 15 <sup>th</sup>	Councillor Briefing Session	Beaufort
Tue 15 <sup>th</sup>	Council Meeting	Beaufort

<b>Cr Tanya Kehoe - Mount Emu Ward</b>		
<b>April</b>		
Sun 1 <sup>st</sup>	Community Easter Breakfast	Snake Valley
Tue 10 <sup>th</sup>	Councillor Briefing Session	Evansford
Tue 17 <sup>th</sup>	Councillor Briefing	Avoca
Tue 17 <sup>th</sup>	Council Meeting	Avoca
<b>May</b>		
Tue 15 <sup>th</sup>	Councillor Briefing Session	Beaufort
Tue 15 <sup>th</sup>	Council Meeting	Beaufort

<b>Cr Michael O'Connor – Beaufort Ward</b>		
<b>April</b>		
Thu 5 <sup>th</sup>	Green Super Camp Senior Forum	Cave Hill Creek, Raglan
Tue 10 <sup>th</sup>	Councillor Briefing	Evansford
Sat 14 <sup>th</sup>	Oddie Celebration	Ballarat
Tue 17 <sup>th</sup>	Councillor Briefing	Avoca
Tue 17 <sup>th</sup>	Council Meeting	Avoca
Fri 20 <sup>th</sup>	Western Highway Action Group Meeting	Stawell
<b>May</b>		
Tue 8 <sup>th</sup>	Councillor Briefing Session	Beaufort
Fri 11 <sup>th</sup>	Beaufort Municipal Band Celebration	Beaufort
Tue 15 <sup>th</sup>	Councillor Briefing Session	Beaufort
Tue 15 <sup>th</sup>	Council Meeting	Beaufort
Wed 16 <sup>th</sup> – Fri 18 <sup>th</sup>	RCV Rural Summit	Lakes Entrance

**4. ASSEMBLY OF COUNCILLORS**

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	10 <sup>th</sup> April 2018 commenced at 1.00pm and closed at 6.00pm		
Meeting Location	Evansford Community Centre		
Matters Discussed	<p><b>1. Advocacy and Regional Activity</b></p> <p><b>2. Avoca Resource Centre – Bendigo Bank Proposal</b></p> <p><b>3. PA2679/17 – Use and development of land for the purpose of keeping and training racing greyhounds</b></p> <p><b>4. Agenda Review</b></p> <p><b>5. Community Action Plans</b></p>		
Attendees			
Councillors	Mayor David Clark Cr Michael O’Connor Cr Ron Eason Cr Robert Vance Cr Tanya Kehoe		
Apologies	Mr Evan King – Director Corporate and Community Services		
Staff	Mr Jim Nolan – Chief Executive Officer Mr Douglas Gowans – Director Asset and Development Services Ms Michelle Richards – Community Wellbeing and Grants Coordinator – Item 5 Mr Martin Walmsley – Manager Community Wellbeing – Item 5		
Visitors	Mr Ivan Brown & Mr Rob Hopcroft – Item 5 Ms Gill Matthews – Item 5 Mr Keith Boatman – Item 5 Mr Hugh Forster – Item 5 Ms Barbara Blamey – Item 5 Ms Marg Pilgrim – Item 5 Mr Leon Severino – Item 5 Ms Barb Severino – Item 5 Mr Rick Hayward – Item 5		
Conflict of Interest Disclosures			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
N/A			



MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	17 <sup>th</sup> April 2018 commenced at 1.00pm and closed at 5.45pm		
Meeting Location	Avoca Rural Transaction Centre		
Matters Discussed	<ol style="list-style-type: none"> <li>1. Digital First and Councillor Administration</li> <li>2. National Broadband Network</li> <li>3. Community Grants</li> <li>4. Moonambel Water Concept Design</li> <li>5. Agenda Review</li> </ol>		
Attendees			
Councillors	Mayor David Clark Cr Michael O'Connor Cr Tanya Kehoe Cr Ron Eason Cr Robert Vance		
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 Scott Wright – Manager Information Technology - Item 1 Ms Michelle Richards – Community Wellbeing and Grants Coordinator – Item 3 Mr Ray Davies - Manager Economic Development and Tourism – Item 4		
Visitors	Mr Graham Soawyer - NBN Local Manager – Item 2		
Conflict of Interest Disclosures			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
N/A			

**CR KEHOE / CR VANCE**

That the items for noting be received.

**CARRIED**

## ITEMS FOR DECISION

### ASSET AND DEVELOPMENT SERVICES

#### 5. INTERSECTION REVIEW FOLLOWING MULTIPLE FATALITY

Douglas Gowans – Director Assets and Development Services

File No: 0110

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

#### PURPOSE

The purpose of this report is in response to a fatal incident which killed four women near Navarre on the intersection of the Ararat-St Arnaud Road and Baines Road.

#### BACKGROUND

A fatal incident occurred on Saturday 5 May 2018 at about 6pm killing four women at the intersection of Ararat-St Arnaud Road and Baines Road in Navarre. The crash occurred when another vehicle T-boned the women's sedan at the intersection. The victims aged between 64 and 75 were heading home after a line dancing event in St Arnaud.

The locality of the incident is on the border of Pyrenees Shire Council and Northern Grampians Shire Council. Both roads that the cars were travelling on are VicRoads controlled roads and fall under their jurisdiction as road managers. There is a local road on the western side of the intersection that is jointly the responsibility of Northern Grampians Shire and Pyrenees Shire Council.

#### ISSUE / DISCUSSION

The intersection has had a history of accidents including a fatality that killed two elderly people more than 10 years ago. An initial investigation by Council officers suggested there is currently warning signage on the approaching intersection but this has failed to prevent the incident.

One potential improvement that could be considered would be the addition of rumble strips to warn of the approaching intersection. Another issue that should be investigated is the offsetting of the local road on the western side of the intersection which is used as a local bypass of the Navarre township.

#### 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

Nil

## **CONCLUSION**

It is important that Council advocate to VicRoads to make improvements to this intersection to ensure that the risk of another incident such as this is minimised for the safety of the community.

## **CR VANCE / CR KEHOE**

That Council:

1. Formally requests that VicRoads urgently review this intersection with the intention of improving safety outcomes.

**CARRIED**

## CORPORATE AND COMMUNITY SERVICES

### 6. COMMUNITY AND CAPITAL GRANTS ROUND 3

Michelle Richards – Community Wellbeing & Grants Coordinator

File No: 36/28/06 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 the allocation of Round 3 of the 2017/18 Community Grants Program and Round 1 of the 2017/18 Community Capital Grants Program.

#### BACKGROUND

Council provides Community Grants to recognise the importance of providing financial assistance to community groups, services and organisations located or operating within the Pyrenees Shire, to enable the provision of activities and events which promote community activity, achievement, participation and wellbeing. Grants are allocated under the following streams:

##### Community Grants

Grants of up to \$1,500 for programs and equipment

Grants of up to \$750 for events

##### Community Capital Grants

Grants of up to \$5,000 for projects identified as a priority in the Community Action Plan.

#### ISSUE / DISCUSSION

Council allocated \$40,000 in the 2017/18 Budget to fund the Community Grants Program and \$50,000 to fund the Community Capital Grants program. Community Grants are provided across two streams, through two funding rounds annually.

Community Grant applications are prioritised using the Priority Criteria provided in the Pyrenees Shire Council Community Grants Program Policy and the Community Capital Grants Program Policy.

##### Community Grants

In rounds 1 and 2 of the 2017/18 Community Grants Program \$26,476 was allocated from the \$40,000 budget provision leaving a balance of \$13,524.

As a result of the fund being undersubscribed, Round 3 of the 2017/18 Community Grants Program was advertised on the 1 February 2018 with a closing date of 22 February 2018.

Council received seven applications seeking \$9,675 in Community Grants, proposing to deliver a total of \$18,379 in projects across the municipality.

##### Community Capital Grants

\$50,000 was allocated to the Community Capital Grants Program for the 2017/18 financial year.

Council received four applications into Round 1 of Community Capital Grants, seeking \$20,000 to deliver a total of \$38,910 in projects across the municipality.

Council reviewed the applications at its Briefing Session on 17 April 2018.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

Strategic Objective 2 - Community

2.3 - Use community action plans to inform Council's priorities for determining the use, and future needs for, community facilities.

## **ATTACHMENTS**

Nil

## **FINANCIAL / RISK IMPLICATIONS**

The 2017/18 budget provides for \$90,000 to be allocated to approved Community Grants in two rounds, across two streams, conducted during the financial year. Grants are allocated to Community Grant applications that meet the criteria specified in Council's Community Grants Policy and Council's Community Capital Grants Policy.

## **CONCLUSION**

Council allocated \$90,000 in its 2017/18 Budget to fund the Community Grants Program.

### Community Grants

In Rounds 1 and 2 of the 2017/18 Community Grants Program \$26,476 was allocated from the \$40,000 budget provision leaving a balance of \$13,524.

Round 3 of the Community Grants Program was advertised on 1 February 2018. Seven applications were received seeking funding of \$9,675. Council reviewed the applications at its briefing session on 17 April 2018. It is proposed to allocate \$9,075 in Round 3 of the Community Grants Program, leaving a balance of \$5,089 to be allocated in future Rounds. The proposed allocation of Round 3 is as per the Officer's recommendation.

### Community Capital Grants

Council allocated \$50,000 in its 2017/18 Budget to fund the Community Capital Grants. Round 1 of the Community Capital Grants was advertised on 1 February 2018. Four applications were received seeking funding of 20,000.

Council reviewed the applications at its briefing session on 17 April 2018. It is proposed to allocate \$20,000 in Round 1 leaving a balance of \$30,000 to be allocated in future Rounds. The proposed allocation of Round 1 is as per the Officer's recommendation.

**CR EASON / CR O’CONNOR**

That Council:

1. Approves the following allocation of Round 3 - 2017/18 Community Grants:

<b>Group Name</b>	<b>Purpose</b>	<b>Amount Approved</b>
Avoca Playgroup	Outdoor furniture to compliment recently purchased cubby house	\$1,435
Amphitheatre Recreation Reserve	Sliding door installation to increase kitchen space	\$1,500
Amphitheatre Mechanics Institute	Replacement of back doors to hall	\$640
Avoca Sporting and Recreation Reserve Committee of Management	Upgrade to top dress and seeding of oval	\$1,500
Beaufort Football Netball Club	Goal post padding	\$1,500
Landsborough Tennis Club	Lining to internal walls and ceiling of pavilion	\$1,500
Lexton Football Netball Club	Counter top refrigerated display unit	\$650
Avoca Community Arts and Gardens	Pyrenees Unearthed Arts Festival	\$350
<b>Total</b>		<b>\$9,075</b>

2. That Council approve the following allocation of Round 1 - 2017/18 Community Capital Grants:

<b>Group Name</b>	<b>Purpose</b>	<b>Amount Approved</b>
Avoca Community Arts and Gardens	Blinds, garden beds, lighting and temp security fencing	\$5,000
Natte Yallock Recreation Reserve Committee of Management	Kitchen upgrade	\$5,000
Waubra Community Hub	Security system	\$5,000
Crowlands Cemetery Trust	Monument repair and refurbishment	\$5,000
<b>Total</b>		<b>\$20,000</b>

**CARRIED**



## 7. REVIEW OF THE S11 INSTRUMENT OF APPOINTMENT AND AUTHORISATION

Kathy Bramwell – Manager Governance, Risk & Compliance

File No: 16/20/08

**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 a review of the S11 Instrument of Appointment and Authorisation.

### BACKGROUND

The *Local Government Act (1989) (Section 98)* requires Council to regularly review all delegations, appointments and authorisations that are in force or have been made by Council under this section.

Council is advised by Maddocks Lawyers in preparation of Instruments of Delegation. Advice is received after each sitting of Parliament on the changes to legislation affecting local government.

In addition, reviews are undertaken when changes in personnel occupying Authorised Officer roles occur.

### ISSUE / DISCUSSION

#### S11 Instrument of Appointment and Authorisation

The S11 Instrument of Appointment and Authorisation has been revised and updated to reflect the following changes in specific roles, following the appointment of a new contract Local Laws Officer:

- Implementation of an authorisation under section 72A of the *Domestic Animals Act 1994* (Vic) which authorises contractors or contracted staff to lawfully fulfil duties as Local Laws Officer under this Act.
- Implementation of an authorisation under section 48A of the *Environment Protection Act 1970* (Vic) which authorises officers to take action with respect to noise nuisance.
- Implementation of an authorisation under section 87(8) of the *Road Safety Act 1986* (Vic) which authorises contractors or contracted staff to lawfully fulfil duties and exercise powers under this Act.

### COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Under Section 98 of the *Local Government Act (1989)* Council is required to regularly review all delegations, appointments and authorisations that are in force or have been made by Council.

### ATTACHMENTS

7.1 S11 Instrument of Appointment and Authorisation - March 2018 – *circulated separately*

### FINANCIAL / RISK IMPLICATIONS

It is a requirement under the *Local Government Act (1989)* for Council to regularly review all delegations, appointments and authorisations that are in force or have been made by Council.

## CONCLUSION

In order to legally allow staff other than the Chief Executive Officer to enforce provisions of legislation, Council must review its Delegations at regular intervals throughout the year, or when significant changes occur.

Amended Delegations once approved by Council will remain in force until further reviews are conducted following ongoing legislation changes.

## CR EASON / CR KEHOE

That Council, in the exercise of the powers conferred by Section 224 of the Local Government Act 1989 (the Act) and other legislation referred to in the attached S11 Instrument of Appointment and Authorisation (the instruments), resolves that:

1. The members of Council staff referred to in the Instrument be appointed and authorised as set out in the Instrument.
2. The Instrument comes into force immediately the common seal of Council is affixed to the Instrument, and remains in force until Council determines to vary or revoke it.
3. Council affixes the Common Seal to the Instrument.

**CARRIED**

## **8. FINANCE REPORT – JULY 2017 TO MARCH 2018 Q3**

**Evan King - Director Corporate & Community Services**

**File No:** 32/28/04 Part 6

**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 with an update of the operating and capital financial performance for the period 1<sup>st</sup> July 2017 to 31<sup>st</sup> March 2018. The report compares the current budget and year end forecast against year to date actuals for each operating program and for all capital works.

### **BACKGROUND**

Council at its Meeting on 13<sup>th</sup> June 2017 adopted the budget for the 2017/18 financial year. The budget was adopted based on projected completion of projects and capital works at 30 June 2017 and information available at that time.

Council, at the 18<sup>th</sup> September 2017 Council meeting, considered a report on the 2016/17 financial year end position. At this meeting Council approved the carryover of certain projects that remained incomplete at 30 June 2017. These projects have now been added to the original budget amounts to form the current budget. It is the current budget amounts that this report will be using for comparison purposes.

The financial reports also provide a forecasted year end position for the 2017/18 financial year as well as the proposed budget for 2017/18.

### **ISSUE / DISCUSSION**

The financial reports are prepared in consultation with senior managers and reviewed by the Executive Management Team.

The following attachments form part of the financial report:

- Summary Finance Report by Strategic Objective
- Working capital report
- Detailed Finance Report by Strategic Objective
- Capital works report
- Income Statement
- Balance Sheet
- Cash Flow Statement

The operating reports show variations against the current budget.

### **Income Statement**

Income

- Total Income is forecast to be \$13.705 million higher than current budget. This increase is driven by:
  - September & October 2016 flood event reimbursements:
    - Road Infrastructure \$11.110 million
    - Insurance claims reimbursement \$172k

- Additional rates & charges - \$210k
  - Correa Park Sales \$233k
  - Activate Avoca (subject to grant funding) \$500k
  - Lexton Community Hub (subject to grant funding) \$1,538k
  - Less \$187k (Unsuccessful Hardcourt Grant Application)
  - Energy Efficiency Grant \$50k
- Total Expenditure is forecast to be \$12.397 million higher than current budget. This increase is driven by:
    - September & October 2016 flood expenditure:
      - Road Infrastructure \$11.110 million
      - Insurance claim Expenditure \$172k
    - Activate Avoca (subject to grant funding) \$750k
    - Signage Improvement \$50k
    - Rural Drainage \$140k
    - Roadside Maintenance \$55k
    - Fire Hazard \$68k
  - The operating position has improved from \$2,378,000 (Current Budget) deficit to \$1,070,000 (Forecast) deficit. This improvement is driven by forecasted non recurrent Capital Grants for the Lexton Community Hub.

### **Capital Works**

- Total capital income is forecast to be \$1.675 million higher than current budget. This increase is driven by:
  - Lexton Community Hub (subject to grant funding) \$1,538k
  - Correa Park Sales \$233k
  - Less \$187k (Unsuccessful Hardcourt Grant Application)
  - Energy Efficiency Grant \$50k
- Total capital expenditure is forecast to be \$2.507 higher than current budget. This increase is driven by:
  - Lexton Community Hub (subject to grant funding) \$1,638k
  - Correa Park Stage 5 Land Acquisition \$233k
  - Less \$187k (Unsuccessful Hardcourt Grant Application)
  - Footpaths Hains Close \$50k
  - Dust Suppression/Gat Seals \$20k
  - Pools Amenity \$65k
  - Beaufort Walkability \$130k
  - Hard Court Renewal \$180k
  - Waubra Toilet Block \$85k
  - Energy Efficiency \$100k
  - Electronic Information Screens \$35k
  - Information Technology Improvements \$130k

### **Working Capital Position**

- Council's Current Budget Working Capital Surplus as at 30 June 2018 was budgeted to be \$1,839,000. Council at its 20th March 2018 meeting determined to allocate \$1,200,000 of the surplus to projects. Therefore the year end Forecasted Working Capital Surplus is estimated to be \$639,000.

### **Balance Sheet**

#### *Assets:*

- Cash and investments at 31<sup>st</sup> March 2018 total \$8.549 million and include \$2.183 million for the Long Service Leave and Annual Leave provisions.
- Trade debtors \$2.932 million. Debtors are being monitored and regular follow up action taken.

#### *Liabilities:*

- Creditors balance is \$965,000
- Loan Liability at 31<sup>st</sup> March is \$nil
- Employee provisions are \$2.183 million

### **Cash Flow**

- Cash and investments at 31<sup>st</sup> March 2018 is \$8.549 million which includes \$2.183 million for the Long Service Leave and Annual Leave provisions.
- Cash has increased from the start of the financial year by \$2.748 million.

## **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.

Under Section 138 of the Local Government Act 1989, at least quarterly a report comparing expenses and revenue to budget must be presented to the Council.

## **ATTACHMENTS**

8.1 Finance Report 1 July 2017 to 31 March 2018 - *circulated separately*

## **FINANCIAL / RISK IMPLICATIONS**

All financial implications have been dealt with in the report.

## **CONCLUSION**

The finance report for the period 1 July 2017 to 31<sup>st</sup> March 2018 has been reviewed by managers and the Executive Management Team. At this stage of the financial year Council's overall financial result is projected to be a Working Capital Surplus of \$839,000 at 30th June 2018.

**CR KEHOE / CR EASON**

That Council:

1. Receives the Finance Report for the period 1 July 2017 to 31 March 2018

**CARRIED**

**9. COUNCIL PLAN 2017 – 2021 INITIATIVES PROGRESS REPORT Q3 JANUARY 2018 TO MARCH 2018**

**Kathy Bramwell – Manager Governance, Culture and Risk**

**File No:** 16/20/06

**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 with a progress report on actions taken in relation to the initiatives identified in the Council Plan from 1<sup>st</sup> January 2018 to 31<sup>st</sup> March 2018.

**BACKGROUND**

In accordance with Section 125 (1) of the *Local Government Act (1989)* (the Act), Council is required to prepare a Council Plan within 6 months of a Council election.

Council adopted the current Council Plan 2017-2021 at its Ordinary Meeting on the 13<sup>th</sup> June 2017.

The Council Plan 2017-2021 is framed around five Strategic Objectives:

**1. Roads and Townships**

*We will plan, manage, maintain and review infrastructure in a sustainable way that responds to the needs of the community.*

**2. Relationships and Advocacy**

*We will build and maintain effective relationships with community, government and strategic partners, and advocate on key issues.*

**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.*

**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.*

**5. Development and Environment**

*We will undertake forward planning, and facilitate growth in our local economy while protecting key natural and build environmental values.*











**ISSUE / DISCUSSION**

The Council Plan 2017-2021 is structured as follows:

- Five Strategic Objectives
- Twenty-five Strategies
- Seventy-six Initiatives

The Council Plan 2017-2021 Initiatives Progress Report for the period 1<sup>st</sup> January 2018 to 31<sup>st</sup> March 2018 reports on the progress to date on the Seventy Six initiatives identified for action during the 2017/18 financial year.

The Report has been structured to provide a clear unambiguous update on the initiative progress year to date. The Progress Update Report utilises symbols and brief commentary to provide a snapshot of progress.

Symbol	Progress	No Initiatives
	0%	1
	25%	6
	50%	9
	75%	12
	Complete	16
	Funding Required	0
	Information Required	0
	Ongoing	32
	On Hold	0
	Cancelled	0
<b>Total</b>		<b>76</b>

## 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.

In accordance with the Section 125 of the *Local Government Act (1989)*, Council adopted its 2017-2021 Council Plan at its June 2017 Council Meeting.

## ATTACHMENTS

9.1 Council Plan Progress Report for the third quarter ending 31st March 2018 – *circulated separately*



## CONCLUSION

The Council Plan Progress Report for the period 1<sup>st</sup> January 2018 to 31<sup>st</sup> March 2018 describes the range and level of initiatives undertaken by the Pyrenees Shire Council during the 2017/18 financial year. The Report continues to reinforce the importance of good working relationships and project partnerships between community, Council and other levels of government.

## CR VANCE / CR KEHOE

That Council:

1. Receives the Council Plan Progress Report for the period 1<sup>st</sup> January 2018 to 31<sup>st</sup> March 2018.

**CARRIED**

## CHIEF EXECUTIVE OFFICER

### 10. MEMBERSHIPS AND SUBSCRIPTIONS

Jim Nolan - Chief Executive Officer

File No: 16/20/02

**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 direction from Council on a range of memberships and subscriptions relating to its corporate partnerships and strategic alliances.

#### BACKGROUND

Memberships and subscriptions are a necessary part of Council business to enable participation with a range of partnerships and forums to gain access to technical and other expertise, for advocacy, regional cooperation and for project development to benefit our local communities and the broader region.

Periodically however it is prudent to review our memberships to ensure Council is obtaining value, and to consider the benefits of its memberships and strategic alliances.

#### ISSUE / DISCUSSION

A list of current memberships is shown in the table below:

Membership / Subscription	Est. annual cost
Municipal Association of Victoria (MAV)	\$20,105.14
Victorian Local Government Association (VLGA)	\$2,880
Committee for Ballarat (CfB)	\$3,740
Rural Councils Victoria (RCV)	\$3,000
Western Highway Action Committee (WHAC)	share of project costs
Sunraysia Highway Improvement Committee (SHIC)	share of project costs
Central Highlands Councils Victoria (CHCV)	\$4,110 (3% of secretariat and project costs)
Timber Towns	\$3,000
Rail Freight Alliance	\$3,000 plus share of project costs
LG Pro Corporate	\$1,195
Road Safe Central Highlands	\$2,000
Central Highlands Regional Transport Group	share of project costs
Cultivate Agriculture	\$6,000 plus share of project costs
Visit Ballarat	\$40,760 (3 year contract) plus share of project costs
Central Victorian Greenhouse Alliance (CVGA)	\$9350 (inclusive of project costs)
Business for Beaufort (B4B)	\$120
Advance Avoca (AA)	\$25
Koori Kids	\$450

Where specific projects or initiatives are identified by a committee or group which is not able to be funded from the general membership funds, the contribution by the members is generally determined on a case by case basis, by consensus of the members or on an opt in basis where appropriate.

Specific projects that are currently being considered include:

- The review of the Central Highlands Regional Transport Strategy; this will require the engagement of a technical expert and member cash and in kind contributions.

The implementation of the Agri-Atlas regional project which seeks to implement recommendations from the Line of Site and Future Landscapes projects under the auspice of Cultivate Agriculture – this will necessitate further consideration by Council once the detailed project costs are known.

In the case of CHCV, strategic work is being undertaken to investigate a future model for the group which will be further reported to Council as detail is determined.

Council regularly receives reports on activities of the various memberships from Councillors or officers who participate in the committees and groups. Councillors have considered the range of memberships as part of its budget process and at a separate briefing of Councillors.

Council also considers a report at its annual statutory meeting when it determines the representation on various committees, groups and associations. This report is primarily focussed on those memberships where there a membership fees or subscription applies, and the relative benefits of maintaining the various memberships.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

2.2 - Work with other LGAs to develop strategy for the delivery of Shared Services.

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

3.1 - Health - Building partnerships to ensure that all residents have access to a range of preventative and health services that enhances the quality of life of our residents.

5.8 - Provide leadership by encouraging sustainability initiatives in partnership with others which reduce Council's environmental footprint, or which enable businesses and the community to increase resilience and adapt to a low carbon economy.

## **ATTACHMENTS**

Nil

## **FINANCIAL / RISK IMPLICATIONS**

The general membership fees reported above are contained in the 2018/19 draft budget along with provision for anticipated project costs for which details are still to be determined.

## **CONCLUSION**

Memberships and subscriptions are a necessary part of Council business to enable participation with a range of partnerships and forums to gain access to technical and other expertise, for advocacy, regional cooperation and for project development to benefit our local communities and the broader region. This is a key component of the Council Plan.

Periodically however it is prudent to review these memberships and strategic alliances to ensure Council is obtaining value, and to consider the benefits of its memberships and strategic alliances.

#### **OFFICER RECOMMENDATION**

That Council:

1. Having considered the relative benefits of membership with a range of peak bodies, partners, committees and groups, continues to maintain and strengthen its memberships and strategic alliances, and endorses the payment of membership fees as outlined in this report.
2. Considers a further report at a future Council meeting on the activities of Central Highlands Councils Victoria once sufficient strategic work has been undertaken on the future model for the group.
3. Considers a further report at a future Council meeting on the activities of Cultivate Agriculture and the proposal for implementing actions identified in the Agriculture Line of Site and Future Landscapes projects.
4. Considers a further report at a future Council meeting on the review of the Central Highlands Regional Transport Strategy.

#### **CR VANCE / CR O'CONNOR**

That Council:

1. Having considered the relative benefits of membership with a range of peak bodies, partners, committees and groups, continues to maintain and strengthen its memberships and strategic alliances, and endorses the payment of membership fees as outlined in this report.
2. Considers a further report at a future Council meeting on the activities of Central Highlands Councils Victoria once sufficient strategic work has been undertaken on the future model for the group.
3. Considers a further report at a future Council meeting on the activities of Cultivate Agriculture and the proposal for implementing actions identified in the Agriculture Line of Site and Future Landscapes projects.
4. Considers a further report at a future Council meeting on the review of the Central Highlands Regional Transport Strategy.
5. Considers a further report at the June Council meeting on the review of the Committee for Ballarat and Timber Towns.

**CARRIED**

## 11. REVIEW OF COUNCIL PLAN 2017-2021

Jim Nolan - Chief Executive Officer

File No: 16/20/06

**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 endorse minor adjustments be made to the Council Plan 2017-2021 following a recent review of the plan, and resolve to give public notice and invite submissions be made on the adjustments.

### BACKGROUND

Section 125 (7) of the Local Government Act 1989 requires that *“at least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan”*

In December 2017, Councillors participated in a planning workshop, and considered whether any adjustments were necessary. Having considered that only minor changes were needed, the document was amended, and further considered at the Council Briefing on 8 May 2018. A copy of the revised Council Plan document has been circulated to Councillors.

### ISSUE / DISCUSSION

The minor changes to the plan include:

- Additional wording to strategic objective relating to “Relationships and Advocacy”
- Changes to some measures to provide clarity and include additional measures
- Changes to some initiatives in respect of timing, to remove completed activities and to insert a small number of new initiatives relevant to achieving the existing objectives

Having considered the changes, and in accordance with section 125 (8) and (9) of the Act, give public notice in accordance with section 223 and invite submissions on the proposed adjustments to the Council Plan document.

### 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.

Section 125 of the Local Government Act 1989 requires that:

- (7) *At least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan.*
- (8) *Subject to subsections (9) and (10), a Council may make any adjustment it considers necessary to the Council Plan.*
- (9) *A person has a right to make a submission under section 223 on a proposed adjustment to a Council Plan which relates to a matter specified under subsection (2)(a), (2)(b) or (2)(c).*

## ATTACHMENTS

11.1 Council Plan 2017-2021 containing proposed adjustments – *circulated separately*

## FINANCIAL / RISK IMPLICATIONS

The proposed adjustments to the Council have been considered in the draft 2018-2019 Council budget.

## CONCLUSION

Having considered that the Council Plan 2017-2021 requires minor changes be made, and in accordance with the provisions of the Local Government Act 1989, the following recommendation is made.

## OFFICER RECOMMENDATION

That Council having reviewed the Council Plan 2017-2021, and determined that minor adjustments are needed:

1. Gives public notice in accordance with section 223 of the Local Government Act and invites submissions to be made on the adjustments to the Council Plan 2017-2021.
2. Considers any submissions at a Council Meeting on a date to be determined.

## CR O'CONNOR / CR EASON

That Council having reviewed the Council Plan 2017-2021, and determined that minor adjustments are needed:

1. Gives public notice in accordance with section 223 of the Local Government Act and invites submissions to be made on the adjustments to the Council Plan 2017-2021.
2. That a Special Meeting of Council be held 26 June 2018 to consider submissions made on the adjustments to the Council Plan 2017-2021.

**CARRIED**

## COUNCILLOR REPORTS AND GENERAL BUSINESS

### Cr Eason

- Attended the Pyrenees Unearthed event which was a wonderful weekend. There is still some advertising signs erected around town promoting the event even though event has finished. The advertising sign posts erected around towns for events such as this are being well used. Request that it be investigated who has control over the sign posts to ensure that once an event is finished the advertising is taken down.
- The local toilets in High Street Avoca seem to continually become blocked and in need of plumbing attention. Once the toilets have been cleaned and tidied up the cleaning signs and ropes are not removed straight away therefore the community are unable to use the clean toilets. Request a report be presented to Council around the maintenance of the Avoca toilets over the last 12 months.
- Very pleased to have the community capital grants program however when the capital grants program was first initiated they had a purpose such as to undertake smaller capital works. It seems that the capital grants don't seem to meet that purpose anymore. Request further discussion around how some of the smaller community requests can be resolved without going through the capital grants program.

### Cr O'Connor

- When Council originally moved a previous motion regarding the free camping site there was a 12 month trial period to be reviewed after 6 months. There is a misconception in the community that it is a 6 month trial period. Cr O'Connor noted that the RV dump site will be operational 1<sup>st</sup> July 2018. This would be an ideal date to start the 12 month trial to be reviewed after 6 months. Cr O'Connor requested some media advising the community that the RV dump site will be operational from 1<sup>st</sup> July 2018 and that a 12 month trial be undertaken to be reviewed after 6 months. This is to ensure that the community understands it is a 12 month trial.
- There is an issue with parking for RV vehicles coming into town. There seems to be a lot more travellers coming into Beaufort but they are having difficulty finding parking. Where do they stop as there is a limited number of parking bays along the highway? There is some parking in Begg Street near the park. There has been a suggestion in the community that Willoby St may be ideal for short term parking for long vehicles as there is a walkway through to shops. Request that a report be presented to the July Council meeting around the feasibility of providing more RV vehicle parking in Beaufort.
- Received a comment that Beaufort is getting a reputation for being a dirty town due to leaves falling from deciduous trees. Council staff do a fantastic job with the upkeep of the gardens and street cleaning around our municipality in particular the upkeep of areas around the entrance signs. Staff are to be commended on the great work on the entrance sign area on Beaufort Lexton Road. It was a little disappointing to hear the negative comments. Request some media around Council's processes in relation to maintenance such as street cleaning, gardening, gutter cleaning etc.

- Last Monday the CEO and I attended a presentation at Langi Kal Kal Prison. Council was presented with a piece of artwork by a Koori artist at Langi Kal Kal prison which is on loan. It is a magnificent piece of work. Request that this piece of art be proudly displayed.

#### Cr Vance

- A new Telstra tower has been erected which is fantastic to see.
- Request that the Wotjobaluk people be included in Council's acknowledgement of people past and present. The Wotjobaluk people walked the grounds of Landsborough. The CEO took the request on notice. A review of the acknowledgement to traditional owners will be undertaken through the production of Council's Reconciliation Action Plan (RAP).
- The Wattle Creek bore is not working again. Request that the pipework be fixed.
- Would like to mention the great efforts of Rural Council Victoria. The outcomes of budget have been very positive for rural Councils. Our messages have been getting through with strong advocacy through bodies such as Rural Council Victoria.

#### Cr Kehoe

- Attended the ANZAC day dawn service in Snake Valley. It was a great event and many local students and residents attended. There was a wonderful amount of people.
- The Lake Goldsmith steam rally was held with the focus on vintage fire engines. It was a wonderful display which gets bigger and better every time a rally is held. The work that goes into organising the rallies by the Committee is amazing. The support that they receive from local groups and groups from further afield is brilliant.
- Attended the Snake Valley Progress meeting at the end of April. The Committee is running smoothly.
- There was a recent burn off that got out of control which was responded to very effectively by the CFA. There is still a major concern with fires in stubble and bush areas that can easily get away. It is really important that the community adhere to laws around burn offs and this is a message that needs to be continued.
- Attended a forum on Ballarat's Compassionate City Program which is supported by Ballarat Council and Ballarat Health Services. The program is around trying to make Ballarat a 'Compassionate City'. It is about getting organisations, particularly corporate organisations on board to reach out to all members of the community to be respected and respectful. All actions lead to greater welfare of the community. This Program may be something that our Health Services may want to explore.

#### Cr Clark

- Attended:
  - Pyrenees Unearthed. This was a great afternoon.
  - Mt Cole Lions Club changeover.
  - Opening of the Ballarat Link Road.
  - State Opposition Community Cabinet which was useful.
  - Avoca and Beaufort ANZAC Day services.



- On 30 April the CEO and I attended a recent announcement made by Minister Neville. The announcement was that the State Government will contribute \$32M funding for the East Grampians pipeline. It was really impressive that this amount was received so it would be great if the Federal Government can contribute a further \$32M. The State Government will submit an application to the Federal Government for a response. There is still some work to be done and the Federal Government is aware of the funding announcement. Further conversations will be had when visiting Canberra in June.
- Attended the recent VicRoads Liaison meeting. The extra funding VicRoads received last year will again be received this year which is really great. It will allow VicRoads to undertake a reasonable amount of work. Discussions at the meeting were had around how the community can provide input for road works. It would be appropriate for Council to assist VicRoads with community messaging once details have been finalised.
- Attended a Central Highlands Partnerships Prevention Session around obesity and healthy eating. Small scale initiatives can make a huge difference.
- The highlight was attending Cave Hill Creek 30<sup>th</sup> Birthday. It was an amazing vision to build Cave Hill Creek. It really is perfectly set in the landscape. A lot of care had been put in the design. School camps have been running for 20 years. The owners run a summer camp program. Cave Hill Creek is nationally recognised.

#### **CR VANCE / CR KEHOE**

That Council staff send a letter to the owners of Cave Hill Creek congratulating them on their 30<sup>th</sup> Birthday and the outstanding service they provide.

**CARRIED**

#### **GENERAL BUSINESS**

- Cr Vance noted that following the liaison meeting with VicRoads, this would be the ideal time to pursue VicRoads to repair the shoulders on the Ararat-St Arnaud Road which they are responsible for.
- Cr Eason commented that it would be beneficial to have a program of works supplied by VicRoads to give Council some idea as to what they are planning in the Pyrenees municipality. It would be beneficial for Council to work with VicRoads around planning works especially if VicRoads are calling for community input. VicRoads had some mapping of areas that are in need of work. Discussions on how to move forward with VicRoads will be held at the next Councillor Briefing Session.
- Cr Eason noted that the Sunraysia Hwy was closed at the railway line in Avoca due to the boom gates being activated however there were no trains. Haven't heard about any updates from VLine for quite a while around the closure of the crossings on the Maryborough Ararat line. The trains have been running for quite a considerable time. There are rail crossings that have not had booms and lights installed. There are crossings that are supposed to have locked gates on them and there are still 2 crossings that have yet to be determined; Rowe Street and Mills Lane. Preference that both of these crossings have bells and booms installed.

Mr Gowans responded that VLine has been in very recent contact advising they have revisited the issues Cr Eason has raised. Mr Gowans has requested that VLine put in writing their intentions so Council can consider what it is they are proposing. Mr Gowans commented that VLine is now open to the idea of closing some crossings 'in principle' but they may essentially be a passive crossing rather than an active crossing. Cr Clarke suggested that VLine be invited to meet with Council to provide an update.

- Cr Clark mentioned that there has been quite a bit of media around waste charges. Has Council staff given consideration to Pyrenees Shire Council's situation and provide surety? Mr Nolan responded that Council is aware of the Ombudsman's report in respect of Wodonga City Council. Staff have given consideration to Pyrenees Shire Council's situation and will be happy to bring a report to Council in due course. It is believed that there is no particular action that is necessary in terms of adjusting the way in which Council accounts for waste expenses and revenues however Council will look have a further internal audit conducted by Council's appointed auditors. Council staff should hear back from the Auditors within next month or two and will present a report to Council.

## CONFIDENTIAL ITEMS

### 12. 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 personnel and contractual matters that may prejudice the Council.

### CR EASON / CR KEHOE

That the meeting be closed to members of the public under Section 89(2) of the Local Government Act 1989, to consider reports on the:-

13. Footpath construction works as part of the Beaufort Walkability Project; and
14. Appointment of an Independent Member to the Audit Committee.

**CARRIED**



**15. REOPENING OF MEETING TO MEMBERS OF THE PUBLIC**

**CR EASON / CR KEHOE**

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

**CARRIED**

**The gallery had left the Council meeting however the Mayor chose to report on the matters discussed in Closed Council and are noted below:**

Butler Excavations has been awarded contract C2018-02 to undertake a major piece of pathway adjacent to Park Road between Audas Lane and the Recreation Reserve as well as a number of smaller footpath works around Beaufort, as part of the Beaufort Walkability Project.

Mr Rod Poxon has been appointed as an independent member on the Audit & Risk Committee in replacement of Maurice Barwick.

**CLOSE OF MEETING**

Meeting closed at 7.25pm

Minutes of the meeting confirmed .....

2018

Mayor