



Ordinary Meeting of Council

6:00pm Tuesday 12 June 2018

**Council Chambers
BEAUFORT**



COUNCIL MEETING

12 JUNE 2018

Opening Prayer

Heavenly Father, we ask you to give your blessing to this Council, direct and prosper its deliberations to the advancement of your glory, and the true welfare of the people of the Pyrenees Shire.

Amen

Indigenous Acknowledgement

We acknowledge the people past and present of the Wotjobaluk, Wadawurrung, Dja Dja Wurrung, and Djab Wurrung tribes, whose land forms the Pyrenees Shire.

We pay our respect to the customs, traditions and stewardship of the land by the elders and people of these tribes, on whose land we meet today.

Apologies

6.00 pm Open Council Meeting Welcome Members of Public

Notice of Disclosure of Interest by Councillors and Officers:

Confirmation of Minutes: Ordinary Minutes of Council held on 15 May 2018
 Closed Minutes of Council held on 15 May 2018

Amendments:

Public Question Time and Submissions on Agenda Items:

Public Representation:

Question Time:

Business Arising:

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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 May 2018. This report includes four parts:

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

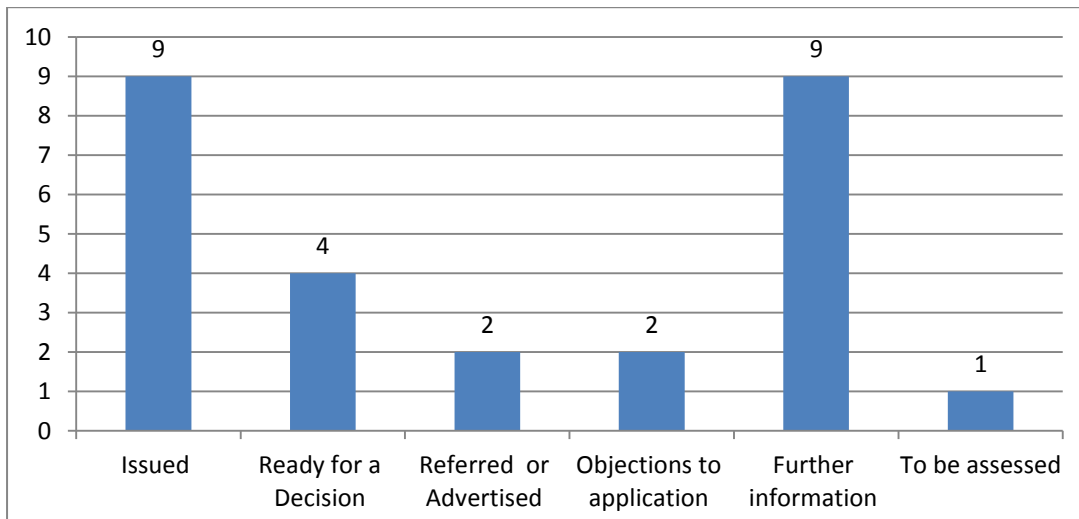
PART A: PLANNING

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

Month	Applications received	Applications determined
April 2018	8	5
May 2018	10	9

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

STATUS OF PLANNING PERMITS MAY 2018



Key Projects

Planning staff are continuing to finalise draft Framework Plans for six towns across the Shire as part of the first stage of the Pyrenees Futures project. In addition to the draft plans, feedback from community engagement conducted in Avoca during November-December 2017 is being used to develop a streetscape plan for the town centre along High Street. This responds to community feedback around the need to address a range of urban design issues, and the opportunity to integrate planning for land use and growth in the whole township with urban design improvements to improve amenity and foster a stronger sense of character in the town centre.

Summaries of community engagement conducted in Beaufort, Lexton, Waubra and Snake Valley have been uploaded to Council's website.

Statutory Planning

Council has received a planning permit application for a Telecommunications Facility (tower) at the Lexton Recreation Reserve. As the proposed facility would be funded through the Commonwealth Black Spot Program, it is exempt from any notice requirements and third-party appeal rights in the Pyrenees Planning Scheme. Council therefore cannot exhibit the application nor consider any submissions on the application, and the matter cannot be reviewed at VCAT in the scenario it is approved.

A VCAT hearing was held during May following an appeal of Council's decision in 2016 to grant a planning permit for a Telecommunications Facility at 11A Leichardt Street in Beaufort. As opposed to the current Lexton application, the Beaufort Optus telecommunications tower proposal was not funded by the Black Spot Program, and was thus was not exempt from public notice and or appeal rights. Council expects VCAT to hand down a decision on the matter in coming weeks.

Strategic Issues

Council has lodged its submission to the Victorian Government's Fast Track Government Land Rezoning process, which seeks to rezone three sites from Public Use Zone, including the former Beaufort Primary School, to other zones to enable private sale and future land use change and development.

Following Council's adoption of a submission to the process at its April Council meeting, DELWP publicly released a heritage report into the Beaufort Primary School that made a number of recommendations. Council's submission to the process made reference to the heritage report and supported the recommendations, including the proposal that the original school building should be listed as having Local heritage significance under the Heritage Overlay in the Pyrenees Planning Scheme.

The Government's Standing Advisory Committee will be holding a public hearing in Beaufort on Thursday 28 June at the Beaufort Community Bank Complex. Council will be represented at the hearing as a submitter. Following the hearings, the Committee will make confidential recommendations to the Minister for Planning regarding planning policy frameworks that should apply to each site. Council is not the planning authority for the rezoning of any site included in this process.

Planning Summary

1. Council continues to perform above the state regional local government average for permit application turn-around times.
2. Council will be presenting as a submitter to the Government Standing Advisory Committee hearing to be held in Beaufort at the end of June regarding proposals to rezone three government-owned land parcels in Beaufort.
3. Draft Township Framework Plans for six towns are now being produced as part of the Pyrenees Futures project.

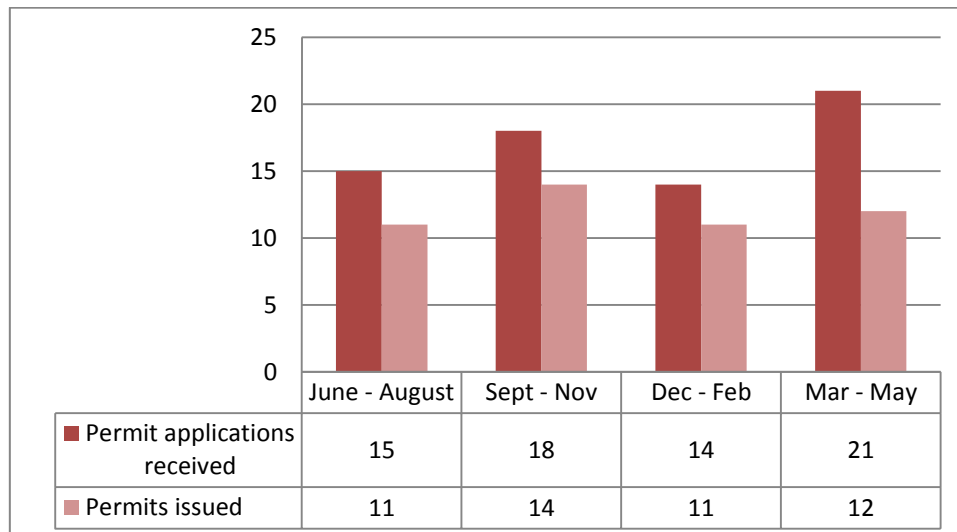
PART B: BUILDING

Activity

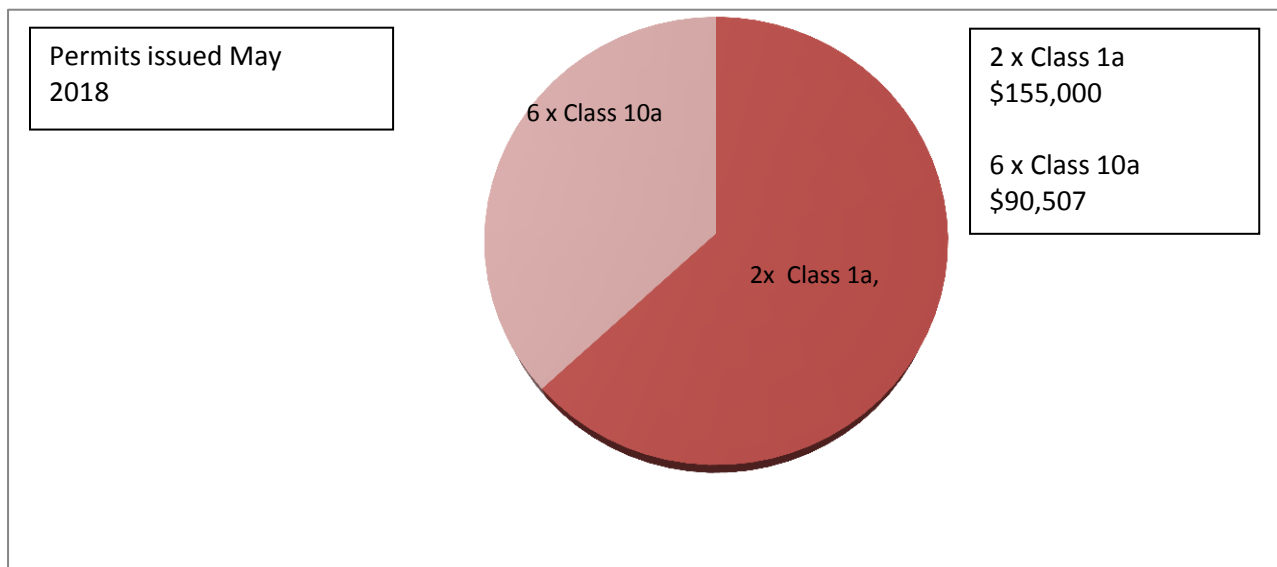
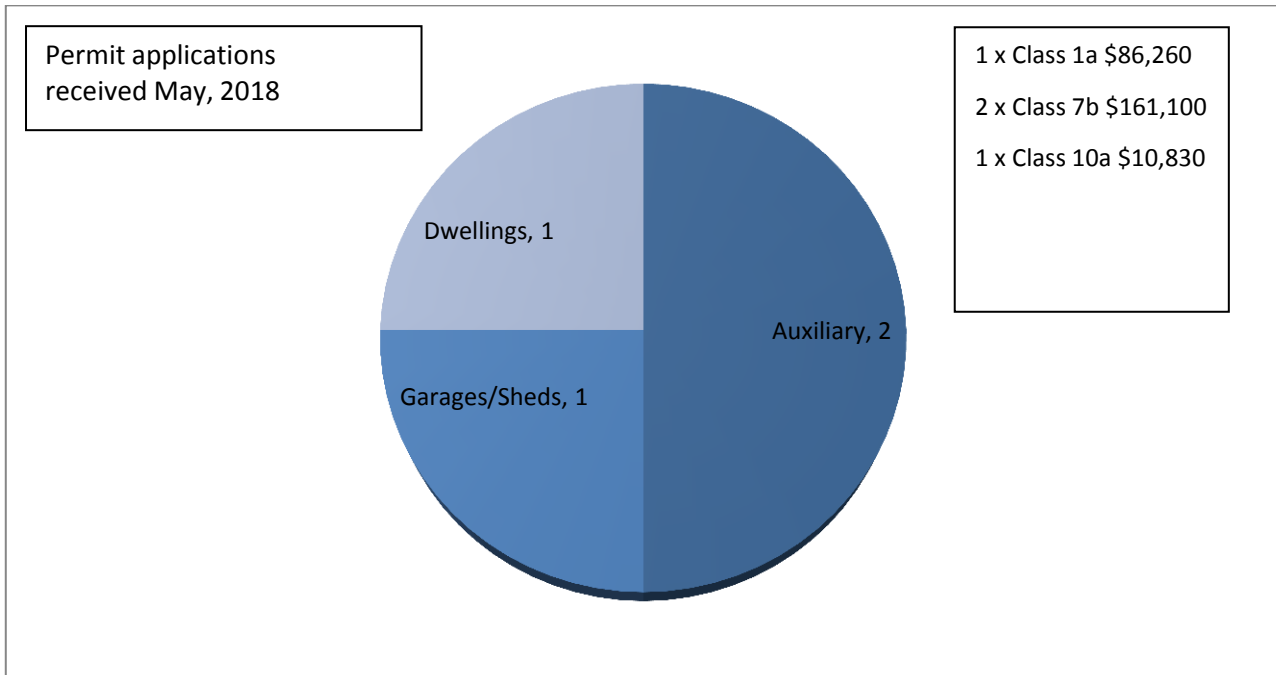
The building activity statistics as at 31/05/2018 are summarised in the table below:

CATEGORY	NUMBER	COMMENT
Permits issued by Council	8	Total value \$245,507
Permits issued by private Building Surveyor	13	Total value \$1,002,040
New applications made to Council	4	Total value \$258,190 1 x Class 10a 1 x Class 1A 2 x Class 7b
In process	31	These applications (inclusive of new May 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. 1 x withdrawn by applicant

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

Council's Building Inspector attended a house fire at Snake Valley in late May, and Orders are currently being prepared relating to various site management works to minimise risk to the public.

Council issued a Minor Works Order to require repairs to the verandah structures at the Avoca IGA supermarket. These works are now underway.

Two old shop front verandahs in Neill Street, Beaufort have been identified as requiring urgent repairs, and the property owners notified. Safety barriers have been erected, and Council is liaising with the landowner and also VicRoads.

The extension to the Beaufort IGA is progressing, and Stage 1 is nearing completion.

Building Department Officers attended a VBA seminar on the new Building Regulations 2018, which come into effect on 2 June 2018. There are substantial and extensive changes to forms, fees, re-ordering of Parts and Sections contained within the Regulations; changes to notification requirements; and changes to mandatory inspection documentation. These reforms will entail a major revamp of all forms and documents used in the Building Department and overall a substantial increase in administrative work and costs to Council.

Currently five building compliance matters are in the hands of Council's Solicitor for legal enforcement.

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 May, 2018 Council received four applications and issued eight permits.
2. Major reforms to Building Regulations, initiated by the State government, took effect on 2 June 2018. The reforms will lead to considerable process change within Council's Building Department, and a likely increase in workloads.
3. Council's Municipal Building Surveyor, Neil Povey, is retiring from his position on 21 June 2018. An interim MBS will be appointed for the remainder of 2018 ahead of a permanent MBS being appointed.

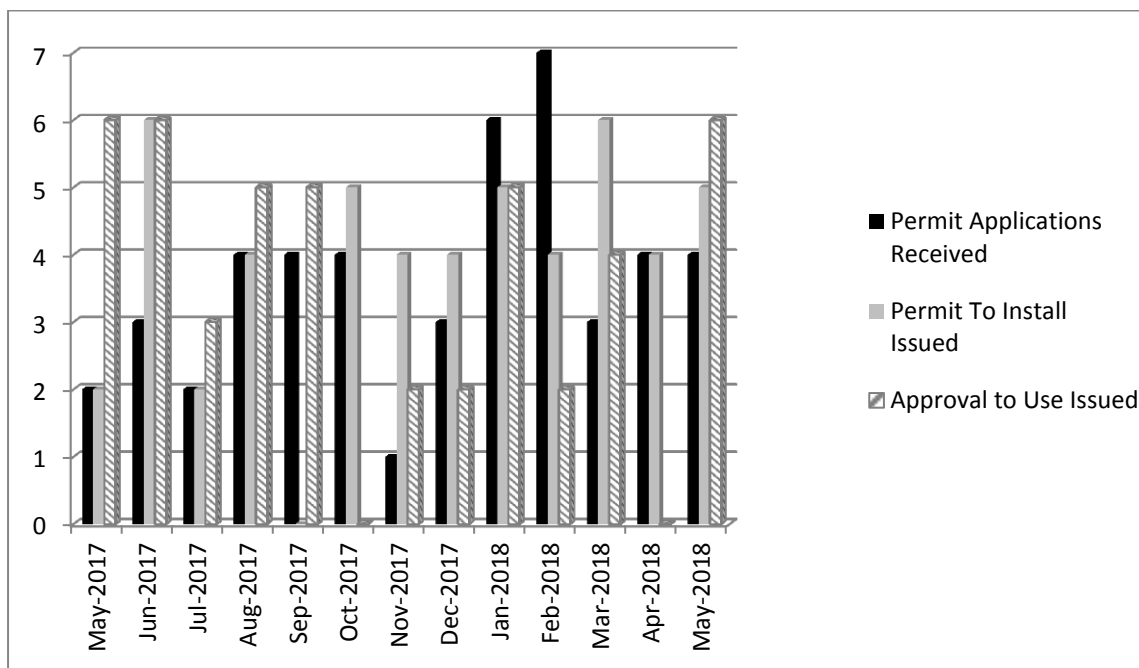
PART C: ENVIRONMENTAL HEALTH

Activity: Wastewater

Wastewater activity statistics for May 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 - 31st May 2018	4	5	6	\$1,140

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



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

Period	Septic Tank Inspections	Domestic Wastewater Management Plan (DWMP) Inspections
1st - 31st May 2018	9	3

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

Period	Service Reports Received
1st - 31st May 2018	1

Activity: Food, Health & Accommodation Premises

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

Period	New Premises	Routine Inspections and Assessments	Follow Up Inspections	Complaints Received about Registered Premises	Food Recalls	Fees Paid
1st - 31st May 2018	0	21	2	0	1	\$0

Tobacco Inspections

There were 15 Routine Tobacco Education Visit Inspections conducted at food premises during May. Education visits 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 31st May 2018 Pyrenees Shire had 33 premises registered, 69 low risk notifications and 157 current Statements of Trade (SOT).

Activity: Immunisations

Immunisation sessions in May were conducted as normal in Beaufort and Avoca as well as Staff Influenza sessions and opportunistic services performed by the Shire’s Maternal Child Health Nurses (MCHN) throughout the month. A total of 117 vaccines were administered for the month to 90 individual clients. Immunisation activity statistics for May 2018 summarised in table below:

Session Type	Number of Clients & Vaccines	2 Month - 4 Yr Old	Secondary School	Adult
MCHN Opportunistic	Number of Clients	16	0	13
	Number of Vaccines	34	0	13
Beaufort Session	Number of Clients	4	0	42
	Number of Vaccines	6	0	42
Avoca Session	Number of Clients	5	0	10
	Number of Vaccines	12	0	10

Key Projects

The implementation of the Domestic Wastewater Management Plan continues with inspections of some high and medium risk properties within the Shire. Work continues on the review of existing records and the setup of electronic records for all properties within declared potable water catchment areas.

Compliance Issues

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

Another registered Food Premise was issued with a Notice to rectify issues identified during a routine annual Assessment. This notice has been complied with and has since been revoked.

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. EH continues to work on a Public Health and Wellbeing (PHWB) Act Nuisance complaint about offensive odour after receiving another complaint and further information about a property that had previously been investigated.
2. EH received a further, separate Nuisance complaint during May in regard to Noise.

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, Council will commence informal consultation with communities and stakeholders ahead of a formal consultation under section 223 of the Local Government Act.

Other Projects

Council staff is 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.

ASSETS AND DEVELOPMENT

2. AVOCA HIGH STREET TOILET SEWER BLOCKAGE

Damien Day – Infrastructure and Mapping Officer

File No: 217018150

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

PURPOSE

The purpose of this report is to brief council about sewer issues at the Avoca High Street toilet block

BACKGROUND

The Avoca High Street toilet block is located in the road reserve median near the Avoca Information & Community Resource Centre.

In 2007 the old toilet block was demolished and replaced with the current structure in a new foot print. The contractor was to provide all new sewer lines to suit sanitary fittings and floor wastes. Council records indicate that works undertaken at the time complied with the Victorian Water Supply and Sewerage plumbing regulations and standards of the Standards Association of Australia, and with the regulations and by-laws of the relevant Water Authority.

ISSUE / DISCUSSION

During the month of May, council's Building Maintenance team received requests to attend to multiple sewer blockages in the male, female and disabled toilets. Prior to May the last recorded blockage was January 2018. Contractors were engaged to unblock the pipework using specialised equipment to inspect and remove materials causing the blockages. The primary blockage was non-biodegradable wet wipes that became lodged on calcium like mineral deposit build-up that had accumulated within the PVC sewer pipes. The equipment identified that the calcium like deposits were only evidenced in the PVC pipework from the male toilets, the female system was clear of any similar deposits. The contractor's equipment removed these mineral deposits from the PVC piping. A sample of the calcium mineral has been collected for testing. More recent blockages occurred in Central Highlands Water's sewer mains.

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.

1.2 - Maintain and renew Council's facilities and built assets in line with community service needs.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Council officers will respond in a manner that's appropriate and timely to the level of information received. A recent report at the Avoca High Street toilet block was described as "toilets are overflowing and faeces spilling onto the floor". The toilet block was immediately closed to the public until such time as an investigation could take place from council officers and contractors.

Upon inspection the only evidence of any type of over flow was dried dirt around one of the floor waste, a CCTV pipe inspection also revealed that the internal sewer system to the sewer mains was clear of any obstruction.

CONCLUSION

Officers will seek to identify the nature and source of the calcium like material. Signage will be located in the Male and Female toilet blocks that the disposing of non-biodegradable wet wipes in this system is not recommended.

OFFICER RECOMMENDATION

That Council:

1. Notes this report

CORPORATE AND COMMUNITY SERVICES

3. CUSTOMER ACTION REQUESTS – MAY 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 May 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 31st May 2018 the status of CARS was as follows:

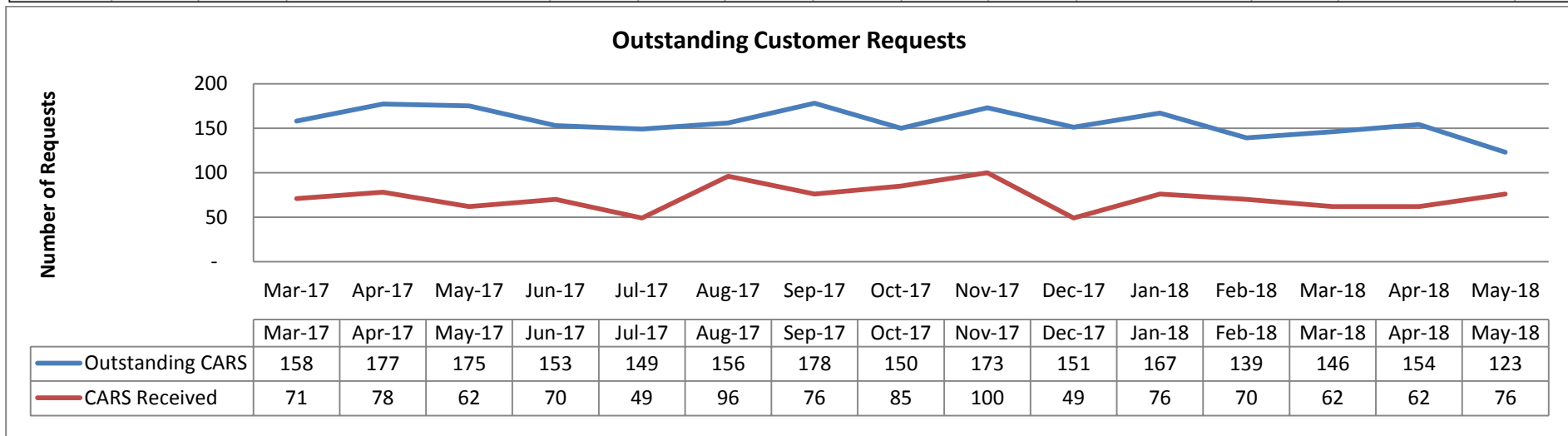
- 0% change in 2016 Outstanding CARS
- 14% decrease in 2017 Outstanding CARS
- 31% decrease in 2018 Outstanding CARS
- 20% decrease on total CARS outstanding
- Of the 123 outstanding CARS 51 relate to natural disasters
- For the month of May 107 CARS were closed

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.

Plot Area																	
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	May-18	% Change
2015	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
2016	114	98	86	78	64	59	57	54	53	53	38	38	31	29	29	29	0%
2017	44	60	91	97	89	90	99	124	97	120	113	90	56	49	44	38	-14%
2018	0	0	0	0	0	0	0	0	0	0	0	39	52	68	81	56	-31%
Total	158	158	177	175	153	149	156	178	150	173	151	167	139	146	154	123	-20%
Total Received	56	71	78	62	70	49	96	76	85	100	49	76	70	62	62	76	23%



Open Requests - Type	
Roads	12
Streetlights	1
Drainage	8
Footpaths/K&C/PL(VR)	2
Roadside Vegetation	5
Fire Hazards	1
Building Maintenance	6
Parks & Reserves	3
Local Laws	8
Building Compliance	2
Road Maintenance	15
Roads - Unsealed	2
Road Maintenance - Unsealed	7
Natural Disasters	51
Total	123

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

3.1 CARS Analysis – May 2018

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report

CONCLUSION

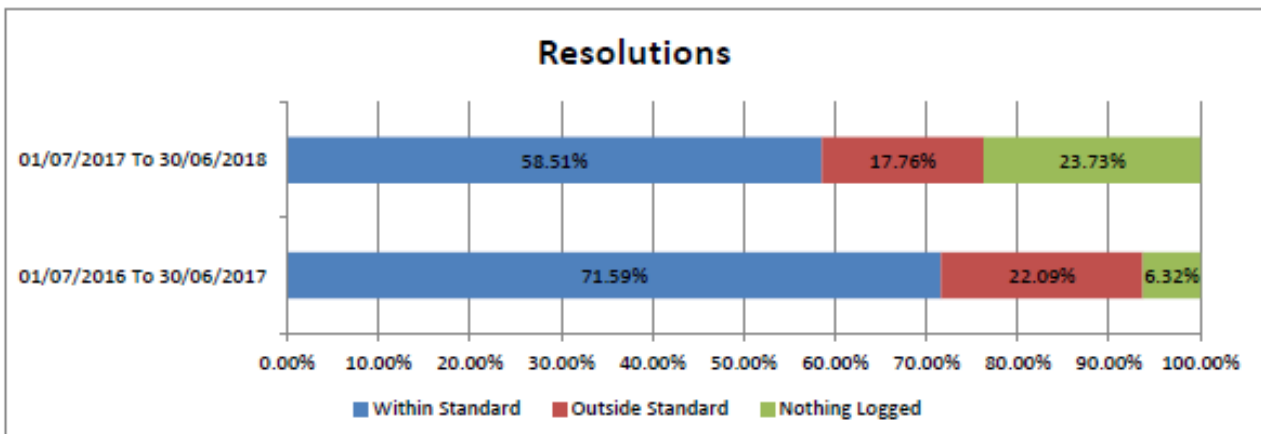
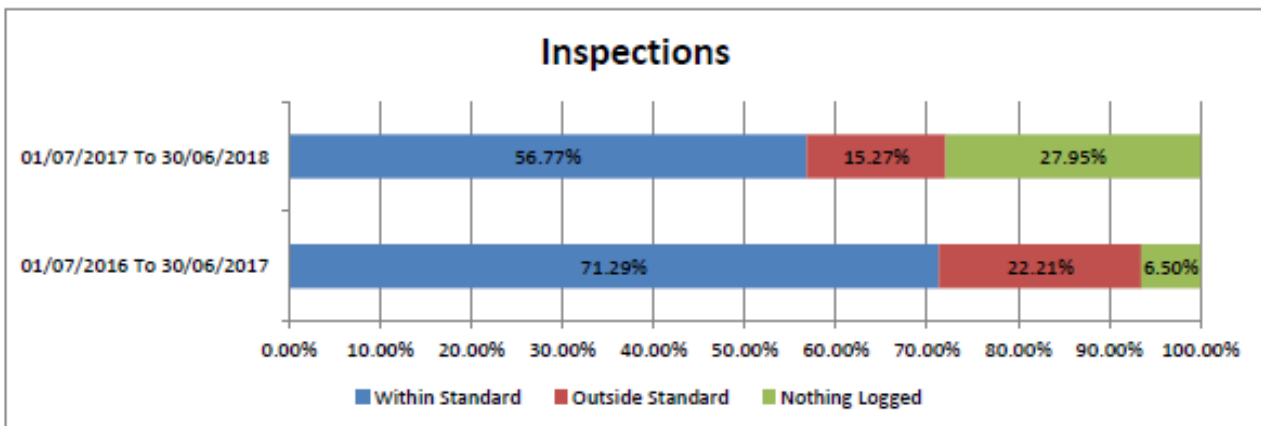
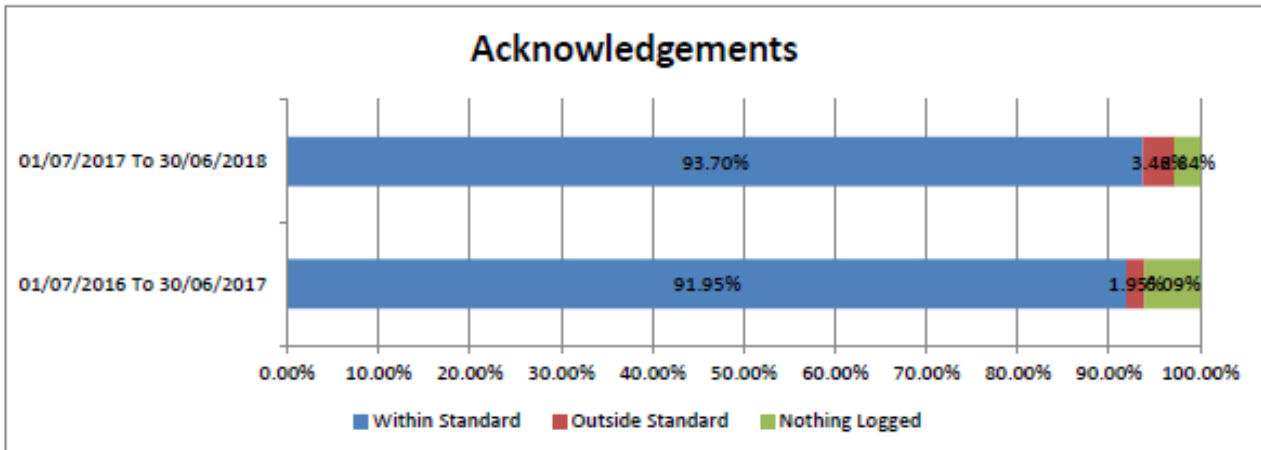
There has been continued improvement demonstrated in resolution, inspection and acknowledgement of customer requests. Further focus and effort is required to reduce the level of outstanding requests.

OFFICERS RECOMMENDATION

That Council:

1. Notes the Customer Action Request update for May 2018

Acknowledgement:	Within Standard	Outside Standard	Nothing Logged
01/07/2016 To 30/06/2017	91.95%	1.95%	6.09%
01/07/2017 To 30/06/2018	93.70%	3.46%	2.84%
Inspection:			
01/07/2016 To 30/06/2017	71.29%	22.21%	6.50%
01/07/2017 To 30/06/2018	56.77%	15.27%	27.95%
Resolution:			
01/07/2016 To 30/06/2017	71.59%	22.09%	6.32%
01/07/2017 To 30/06/2018	58.51%	17.76%	23.73%



COUNCILLOR ACTIVITY REPORTS

Cr David Clark – Ercildoune Ward		
May		
Wed 2	VicRoads Liaison Meeting	Beaufort
Fri 4	MAV Board Meeting	Melbourne
Sun 6	Lake Goldsmith Steam Rally	Lake Goldsmith
Tue 8	Councillor Briefing Session	Beaufort
Thu 10	CH Prevention Laboratory Breakfast	Ballarat
Fri 11	Compost Week Launch	Ballarat
Mon 14	MAV Audit Committee Meeting	Melbourne
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort
Thu 17	CV GA Board Meeting	Wedderburn
Fri 18	MAV State Council	Melbourne
Mon 21	Federation University Meeting	Beaufort
Tue 29	ALGA Federal Funding meeting – State Election Promos	Teleconference
Wed 30	Stockyard Hill Wind Farm powerline build briefing	Ballarat
June		
Fri 1	MAV Board Meeting	Melbourne
Tue 5	Councillor Briefing Session	Crowlands
Fri 8	Pyrenees Art Exhibition Official Opening	Beaufort
Tue 12	Councillor Briefing Session	Beaufort
Tue 12	Council Meeting	Beaufort
Sun 17-Wed 20	National General Assembly	Canberra
Fri 22	Stockyard Hill Wind Farm Construction Commencement	Stockyard Hill
Tue 26	Special Meeting of Council	Beaufort

Cr Robert Vance – DeCameron Ward		
May		
Tue 8	Councillor Briefing	Beaufort
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort
Wed 16–Fri 18	RCV Rural Summit	Lakes Entrance
June		
Tue 5	Councillor Briefing Session	Crowlands
Fri 8	RCV Meeting	Melbourne
Tue 12	Councillor Briefing Session	Beaufort
Tue 12	Council Meeting	Beaufort
Sun 17	Moonambel Ceramic Centre Open Day	Moonambel
Fri 22	Stockyard Hill Wind Farm Construction Commencement	Stockyard Hill
Tue 26	Special Meeting of Council	Beaufort

Cr Ron Eason – Avoca Ward		
May		
Tue 8	Councillor Briefing Session	Beaufort
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort
June		
Tue 5	Councillor Briefing Session	Crowlands
Tue 12	Councillor Briefing Session	Beaufort
Tue 12	Council Meeting	Beaufort
Tue 26	Special Meeting of Council	Beaufort

Cr Tanya Kehoe - Mount Emu Ward		
May		
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort
June		
Tue 5	Councillor Briefing Session	Crowlands
Tue 12	Councillor Briefing Session	Beaufort
Tue 12	Council Meeting	Beaufort
Mon 18	Rotary Club of Beaufort Changeover Dinner	Beaufort
Tue 26	Special Meeting of Council	Beaufort



4. ASSEMBLY OF COUNCILLORS

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	8 May 2018 commenced at 2.00pm and closed at 6.15pm		
Meeting Location	Beaufort Council Chambers		
Matters Discussed	<ol style="list-style-type: none"> 1. Council Meeting Index 2. Revised Council Plan 3. Appointment of Independent Member to the Audit & Risk Committee 4. Visit Ballarat 5. Meet and greet new staff members 6. Approval for bankruptcy action against outstanding rates debtor 7. Community Grants Program 8. Reconciliation Action Plan 9. Major Projects 		
ATTENDEES			
Councillors	Mayor Cr David Clark Cr Michael O'Connor Cr Ron Eason Cr Robert Vance Cr Tanya Kehoe (via telephone link)		
Apologies	Nil		
Staff	Jim Nolan – Chief Executive Officer Douglas Gowans – Director Asset and Development Services Evan King – Director Corporate and Community Services Ray Davies – Manager Economic Development and Tourism – Item 4 Renee Robinson – Communications Officer – Item 5 Peter O'Rourke - Library Services and Resource Centres Coordinator – Item 5 Shane Dwyer - Relief Local Laws Officer – Item 5 Sean Leyland - Risk and OHS Advisor – Item 5 April Ure - Property Revenue Officer – Item 6 Michelle Richards – Community Wellbeing and Grants Coordinator – Item 7 Laura Buchanan – Reconciliation Action Plan – Item 8		
Visitors			
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	15 May 2018 commenced at 2.00pm and closed at 5.45pm		
Meeting Location	Beaufort Council Chambers		
Matters Discussed	1. Presentation by Steve Bartlett of Securitec 2. Presentation by Chris Barrett - VRC Property 3. Former Beaufort Primary School Site 4. Agenda Review		
ATTENDEES			
Councillors	Mayor Cr David Clark Cr Michael O'Connor Cr Tanya Kehoe (left at 5.10pm) Cr Ron Eason Cr Robert Vance		
Apologies	Nil		
Staff	Jim Nolan – Chief Executive Officer Evan King – Director Corporate and Community Services Douglas Gowans – Director Asset and Development Services Ray Davies - Manager Economic Development and Tourism – Item 1 and 3 April Ure – Property Revenue Officer – Item 2		
Visitors	Steve Bartlett – Item 1 Chris Barrett – Item 2 George Kirsanovs – Item 3 Pam Wellar – Item 3 Catherine Thomson – Item 3		
CONFLICT OF INTEREST DISCLOSURES			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
N/A			

RECOMMENDATION

That the items for noting be received.

ITEMS FOR DECISION

ASSET AND DEVELOPMENT SERVICES

5. FLOOD WORKS UPDATE

Leigh Ditchfield – Acting Municipal Engineer

File No: 28/06/31

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 a further update following the flood/storm events of September 2016, April 2017 and November 2017.

BACKGROUND

The Pyrenees Shire experienced two rain events in 2016, the first on the 13th of September and the second on the 11th of October. Both were not abnormally large rainfall totals in themselves, but they followed a particularly wet winter and the ground and streams were already saturated. This resulted in rivers and streams overflowing onto low lying areas and impacting on the roads infrastructure and community assets. Some primary residences were also inundated.

The Pyrenees Shire experienced another rain event on 24th of April 2017 which impacted areas mainly in the south east of the Shire. This event resulted in damage to already completed tasks as well as new defects.

The Pyrenees Shire again suffered another event on 23rd of November 2017. This event impacted an area northeast of Avoca.

The Pyrenees Shire Council Emergency Management Team again was very active during all of the flood events undertaking a number of response and recovery roles.

The additional resources that were required to oversee the flood recovery efforts are still active.

ISSUE / DISCUSSION

Works Update

The tables below details the inspections, defects and completed tasks for the 3 events.

September 2016

Total number of inspections conducted	6674
Total number of defects found	5583
Tasks completed as at 23 May 2018	88%

April 2017

Total number of inspections conducted	1069
Total number of defects found	903
Tasks completed as at 23 May 2018	52%

November 2017

Total number of inspections conducted	171
Total number of defects found	171
Tasks completed as at 23 May 2018	2%

Over the 3 separate events, restoration works are now 80% completed when measured by the number of defect tasks. There are some larger floodway restoration works yet to be undertaken but are at this stage programmed to be completed by 30th June 2019. The funding allows Council to undertake restorations up to two financial years following the year that the events occurred. Therefore, September 2016 and April 2017 events are required to be completed by 30 June 2019 and November 2017 event by 30th June 2020. It is anticipated that all the works should be completed by 30 June 2019. It must be noted that there is now a delay in the supply of concrete culverts of all sizes due to the amount of works being undertaken across Victoria.

Recovery

The Flood Recovery Plan 2016 was developed to coordinate the flood recovery operation and provide an implementation framework and reporting mechanism for the Flood Recovery Committee.

To date the objectives in the Action Plan are complete except for the key recovery areas based around Council's infrastructure and resilience. These objectives have been commenced and are still ongoing.

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.

1.2 - Maintain and renew Council's facilities and built assets in line with community service needs.

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

Nil

FINANCIAL / RISK IMPLICATIONS

Council has made a number of claims to the Department of Treasury and Finance (DTF) following approved claim assessments by VicRoads who provide the claim pre-assessment approval.

Please find below a financial summary as at 30th April 2018:

- **Road Infrastructure Expenditure to date \$8,225,631:**
 - September 2016 - \$3,492,323 (2016/17) + \$3,779,690 (2017/18)
 - April 2017 - \$912,503 (2017/18)
 - November 2017 - \$41,115 (2017/18)

- **Road Infrastructure Claims to date \$7,131,598**
 - Emergency works \$142,258
 - Asset repairs \$7,037,498
 - Less excess \$35,000
 - Less emergency works \$13,158

- **Claims and advances paid & received to date \$3,796,817**
 - Claims paid directly - \$353,571
 - Sept 2016 - \$198,417
 - Oct 2016 – \$27,155
 - Nov 2016 - \$127,999
 - Claims paid via advances 1 & 2 \$3,443, 247
 - Dec 2016 - \$394,894.22
 - Jan 2017 - \$317,023.34
 - Feb 2017 - \$226,022.96
 - Mar 2017 - \$414,755.90
 - Apr 2017 - \$551,898.86
 - May 2017 - \$441,095.84
 - Jun 2017 - \$934,264.92
 - Jul 2017 - \$163,290.56
 - Total - \$3,443,247

- **Advance 3 received and yet to be allocated against claims - \$2,500,000**

- **Reconciliation**

Expenditure not claimed	\$1,094,034
Expenditure claimed	\$7,131,597
Total expenditure	\$8,225,631
Less claims paid directly	\$353,571
Less claims paid via advances	\$3,443,247
Total paid	\$3,796,818
Balance	\$4,428,813
Less Advance	\$2,500,000
Currently funded by Council	\$1,928,813

- **Claims status**
 - September 2016 event
 - Claims have been submitted up to March 2018.
 - April 2018, May 2018 & June 2018 to be claimed
 - April 2017 event
 - To be claimed
 - November 2017 event
 - To be completed

- **Department of Treasury & Finance Advice**

- Department of Treasury & Finance has informed Council of the new requirement from the Commonwealth requiring that expenditure incurred in a particular financial year needs to be claimed in the same financial year.
- Any expenditure incurred for an eligible event in 2017-18 will need to be lodged by no later than 31 July 2018. Expenditure claimed after this date will be considered ineligible.

The estimated spend for the flood events is currently \$15,791,000

Year	Total Estimate	Spend as at 30 th April 2018	To be Spent
September 2016	\$11,705,746	\$7,272,013	\$4,433,733
April 2017	\$1,908,514	\$912,503	\$996,011
November 2017	\$703,067	\$41,115	\$661,952
TOTAL	\$14,317,327	\$8,225,631	\$6,091,696

CONCLUSION

A full assessment and cost estimate of the impact of the 2016 and 2017 flood and storm events has been completed, and the revised estimated cost of damage to local road and bridge infrastructure is \$15.791M.

OFFICER RECOMMENDATION

That Council:

1. Notes the report.
2. Continues to monitor the claims process ensuring that all expenditure incurred in 2017/18 is claimed in 2017/18.

**6. APPLICATION FOR AN EXTENSION TO AN EXISTING UNUSED ROAD GRAZING LICENCE –
ANDREA STRAWHORN**

Leigh Ditchfield – Acting Municipal Engineer

File No: 30/02/08

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

PURPOSE

The purpose of this report is to advise Council of a request received by Ms Andrea Strawhorn to extend a current licence (0513121) on an unused road reserve and provide a recommendation in regards to the request.

BACKGROUND

Ms Andrea Strawhorn is seeking to extend the current licence on an unused road reserve for the purpose of grazing. The portion of unused road reserve is located north east of Ms Strawhorn's property Crown Allotment 172, Parish of Lexton.

The Department of Environment, Land, Water and Planning (DELWP) approved the extension to the licence subject to Ms Strawhorn not removing any native vegetation, that the intention to grant the licence is advertised, and that Ms Strawhorn submit to Council, for a decision in declaring that the road is not required for public traffic. The notice of intention was advertised in the Ballarat Courier on 30th December 2017.

Ms Strawhorn then submitted the application to Council officers. Written advice from the three (3) neighbouring property owners/responsible body who abuts the section of the road reserve was requested to advise whether they have an objection or are supportive of the proposal, prior to the request being presented to Council. Only one (1) neighbouring property owner/responsible body (CHW) provided to Council officers written advice on the 22 May 2018, that they had no objections to Ms Strawhorn leasing the road reserve with a condition that the gate remain accessible to them as is the existing arrangement. Council Officers believe that legal points of access to the two (2) neighbouring property owners, who did not respond, are not impacted.

Council officers reviewed the request and can advise that the road reserve requested to have the existing licence extended does not provide any strategic access issues.

ISSUE / DISCUSSION

The aerial map attached shows the area to be leased in red with the adjacent property, owned by Ms Strawhorn, south west of the area being requested. As can be observed from the aerial photography, the area to be leased does not restrict access to neighbouring properties.

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.

Pursuant to *s.400(1)* of the *Land Act 1958*, A municipal council may give notice to the Secretary that any road or part of a road which is within the municipal district of that municipal council and which it considers is not required for public traffic is an unused road and upon the giving of any such notice any road or part of a road specified therein shall be an unused road.

ATTACHMENTS

- 6.1 Aerial map.
- 6.2 Copy of correspondence from DELWP, copy of public notice and response letter from CHW – *circulated separately.*

FINANCIAL / RISK IMPLICATIONS

It is considered by Council officers that extending the lease and declaring of the road reserve to be unused does not offer Council any financial exposure and minimal organisational risk.

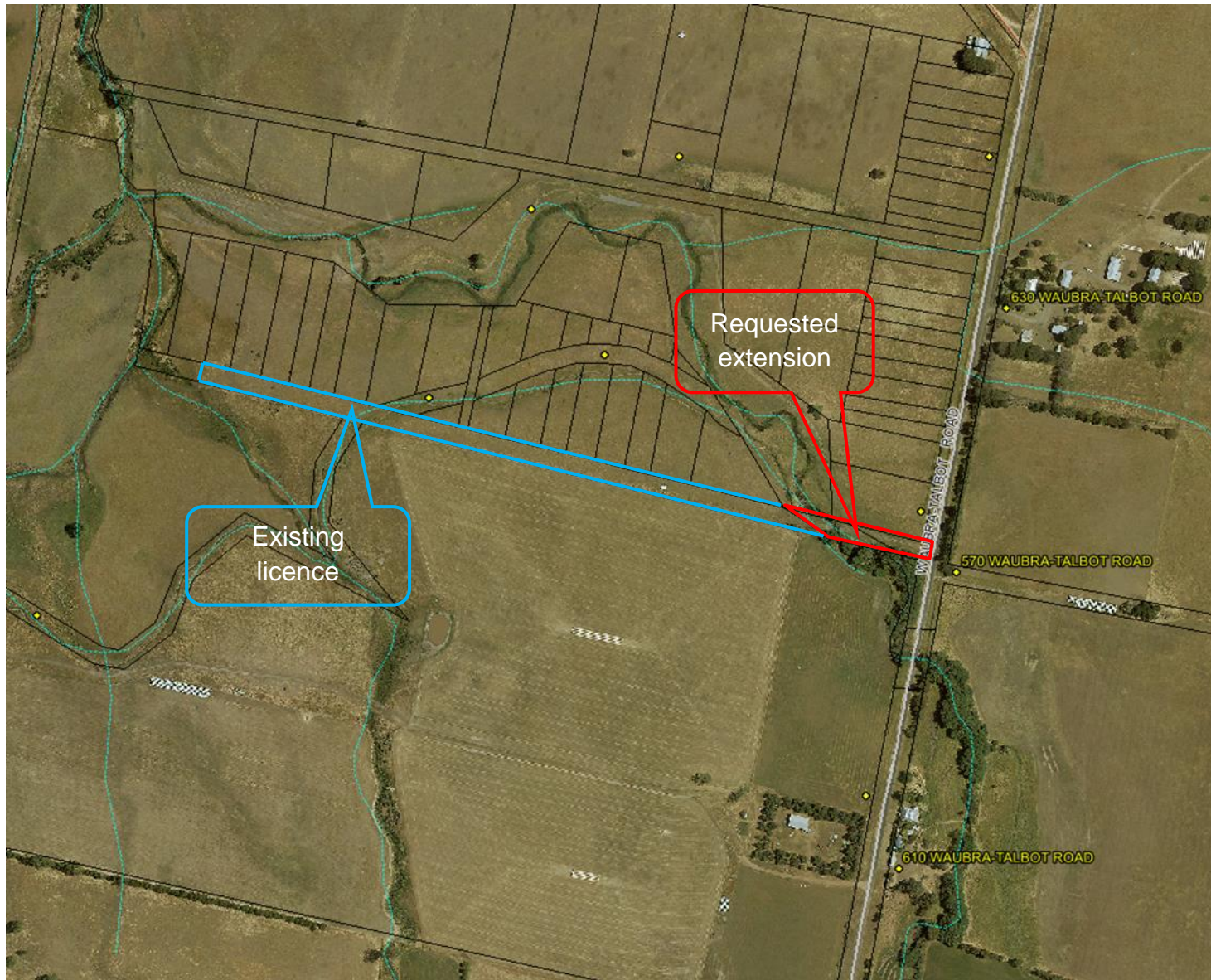
CONCLUSION

The request to extend the licence on the unused road reserve by Ms Strawhorn offers minimal risk and does not obstruct access to neighbouring properties.

OFFICER RECOMMENDATION

That Council:

1. Receives the request from Ms Strawhorn to extend the licence on the unused road reserve located north east of Crown Allotment 172, Parish of Lexton.
2. Declares that the unused road reserve located north east of Crown Allotment 172, Parish of Lexton is not currently required for public traffic.



CORPORATE AND COMMUNITY SERVICES

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

The S11 Instrument of Appointment and Authorisation has been revised and updated to reflect the following changes in officer titles and incumbents within specific roles:

- Changes of officers in a role (resignation and replacement) – Municipal Building Surveyor

This change occurred because Council's former Municipal Building Surveyor resigned his post and an interim arrangement was made whilst long-term recruitment processes are undertaken.

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 - June 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.

OFFICERS RECOMMENDATION

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), Pyrenees Shire Council (Council) 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 staff affixes the Common Seal to the Instrument.

8. STRATEGIC RISK REGISTER UPDATE

Kathy Bramwell – Manager Governance, Risk & Compliance

File No: 16/24/06

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 assurance that control of risks included within the Strategic Risk Register are being appropriately managed and mitigated.

BACKGROUND

Council’s Strategic Risk Register was reviewed and redeveloped at a Council workshop in March 2017, with the final version approved in June 2017. Existing controls to mitigate those risks were assessed and additional planned controls were developed to further mitigate risk where necessary. Officers were assigned responsibility to implement the planned controls with target deadlines.

ISSUE / DISCUSSION

The Strategic Risk Register was reviewed in May 2018 and progress against planned controls updated. The review included progress against planned controls; identification of new risks or controls needed; and re-assessment of risk ratings.

Changes within the register were implemented as follows:

Original Register:		Changes made:
R2017-1	9 planned controls	7 planned risk controls completed.
		Review of deadline date for mental health education program to allow proper focus and budget allocation.
R2017-2	9 planned controls	No change – progress update only
R2017-3	2 planned controls	All planned risk controls completed. Risk status changed to “accept risk & monitor” Risk rating re-assessed but remains as high due to external nature of threats.
R2017-4	7 planned controls	4 due dates deferred – still in progress and updates provided. 2 planned risk controls completed.
R2017-5	4 planned controls	2 planned risk controls completed. 2 due dates deferred – still in progress and updates provided.
R2017-7	1 planned control	The planned risk control completed. Pyrenees Futures Project added to current controls. Risk status changed to “accept risk & monitor” Risk rating re-assessed as low
R2017-11	3 planned controls	2 planned risk controls completed. 1 due date deferred – still in progress and updates provided.
R2017-12	5 planned controls	4 planned risk controls completed.

Original Register:		Changes made:
R2017-13	3 planned controls	2 planned risk controls completed.
R2017-17	1 planned control	The planned risk control completed. Risk status changed to “accept risk & monitor”

Where planned risk controls are completed the information has been transferred to current controls, and will be deleted in future iterations of the strategic risk register. Risks not included within the changes table above remain as “Accept risk & monitor” with no changes required.

The Strategic Risk Register now contains 3 risks rated as High (No change); and the number of risks rated as Medium reduced by 1, to 5.

No new risks were identified for inclusion in the risk register at this review. A further review of the register will take place in April/May 2019; with a full workshop review of all strategic risks (as a basis for a new strategic risk register) to be conducted with Council in April/May 2020.

The updated Strategic Risk Register is now attached for Council’s endorsement.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Leadership

1.2 - Mitigate risk and improve employee safety through pro-active risk management.

Local Government Victoria’s Performance Reporting Framework requires councils to receive six-monthly reports of strategic risk to Council’s operations, their likelihood and consequences of occurring and minimisation strategies.

ATTACHMENTS

8.1 Pyrenees Shire Council Strategic Risk Register – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Risks are inherent in all business decisions and risk management therefore needs to be integral to good management practice.

CONCLUSION

Council’s risk management strategy sets out a methodology that facilitates sound risk management, including the regular monitoring of strategic risks by Council and its Audit Committee.

OFFICERS RECOMMENDATION

That Council:

1. Approves the revised Pyrenees Shire Council Strategic Risk Register.

9. PROPOSED BUDGET 2018/19

Evan King – Director Corporate and Community Services

File No: 32/26/04 Part 7

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 Proposed Budget for the 2018/19 financial year and to declare the rates and charges for that year.

BACKGROUND

Section 127 of the Local Government Act 1989 (the Act) requires Council to prepare a budget for each financial year and provide the opportunity for people to make a submission under section 223 of the Act on any proposal contained in the budget.

The Proposed Budget for 2018/19 has been prepared by Councillors and Council Officers and guided by Community Action Plans and Strategies.

Council at its Ordinary meeting held on the 17th April 2018 adopted the Proposed Budget 2018/19 for community consultation in accordance with section 223 of the Act. Council provided 28 days for submissions on the budget which were to be received by 5.00pm on Friday 18th May 2018.

ISSUE / DISCUSSION

The Proposed Budget for 2018/19 has been prepared by Councillors, Council officers and the community. As part of the budget process the community was invited to community workshops held in Waubra and Raglan. Council also undertook an online engagement process using OurSay. The community was asked to complete a survey on priority services and indicate where they would reduce invest if they had the opportunity. Council did not receive any submissions on the budget through the S223 process.

The budget includes a rate increase of 3.50%, which is 1.25% above the maximum rate increase allowed under the rate cap set by the Minister for Local Government under the Fair Go Rates System.

Of the 3.5% rate increase 1.5% of rate revenue has been quarantined specifically for capital expenditure on renewing Council's road infrastructure assets. This year those additional funds have been allocated to gravel roads.

In order to balance the remainder of the budget, Council has continued to pursue operational savings and efficiencies which has enabled it to deliver high quality, responsive and accessible services to the community.

Budgeted Capital Works expenditure will decrease from \$7.162 million in 2017/18 to \$5.585 million in 2018/19, predominantly as a result of a reduction in capital grant income of \$2.51 million.

The Capital Works Program will be funded by \$1.103 million of external grants, \$710,000 from asset sales and the balance of \$3.772 million from Council rates.

It is worth noting that ratepayer funded capital expenditure has increased by \$784,000.

Highlights of the Capital Works Program include:

- Gravel Road Resheets \$1.014 million, an increase of \$240,000 or 31.1%
- Stage 1 Snake Valley Linear Park - \$100,000
- Reseals at various locations - \$853,000
- Raglan-Elmhurst Road 1.5km reconstruction - \$450,000
- Moonambel-Natte Yallock Road 2km reconstruction - \$450,000
- Additional dust suppression graded aggregate total treatment (gatt) seals - \$22,000
- Drainage project 2018-19 - \$50,000
- Solar lighting of township entrances - \$10,000

Expenditure on the following project included in the Capital Works Program will be recouped in future budget periods as the land is sold:

- Residential Land Development - Correa Park Stage 4 - \$334,000

Council's waste management service is fully funded by waste service and user charges. The Landsborough transfer station is currently uncontrolled and people from anywhere are able to deposit waste of all types there without charge. In order to improve the level of service for waste management at Landsborough, Council will actively manage the Landsborough transfer station in the same way it manages other transfer stations across the Shire.

Waste service charges will increase on average by 9.2% in order to meet the increased costs of actively managing the Landsborough transfer station and the additional cost associated in managing recyclables that has arisen as a result of China's ban on the importation of waste materials from countries such as Australia.

The focus for the next year is to continue to deliver on the projects and services that make the Shire a great place to live, work and invest in, and respond to the challenges we are currently facing.

These challenges include:

- Rate Capping
- State Government Cost Shifting
- Maintaining Our Road Infrastructure

Whilst Council has obtained approval for a rate increase that is 1.25% above the 2.25% rate cap, the actual rate increases experienced by individual ratepayers will be different due to this being a municipal revaluation year.

In a revaluation year, rate increases are impacted by the average rate increase (3.50%) and the property valuation increases of individual properties relative to the average valuation increase of 25.1% across the municipality. If your property value increased by more than the 25.1% average property value increase for the shire, then your rates will increase by more than 3.50%. However, if your property value increased by less than the 25.1% average property value increase for the shire, your rates will increase by less than 3.50% and may in fact reduce from the previous year.

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 127 of the Local Government Act 1989, Council must prepare a Budget for each financial year. There are stipulations as to what must be included in the Budget. The Proposed Budget 2017/18 document meets these requirements.

ATTACHMENTS

9.1 Pyrenees Budget 2018-19 3.5% Council 12 June 2018 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

All financial implications associated with the Proposed Budget 2018/19 have been accounted for within the Budget.

CONCLUSION

The Proposed Budget 2018/19 has been developed in alignment with the Council Plan 2017/21. The 2018/19 budget as tabled provides guidance on how Council intends to deliver its strategic objectives over the next twelvemonths.

OFFICERS RECOMMENDATION

1. That Council hereby determines that the budget for 2018/19 be adopted.
2. The Chief Executive Officer be authorised to give public notice of this decision to adopt such Budget, in accordance with Section 130(2) of the Local Government Act 1989.
3. That the following details are provided in relation to the 2018/19 budget:

The proposed Budget as prepared by Council:
 - a. Discloses that as at 30 June 2018 the total amount borrowed by the Council will be \$Nil.
 - b. There are no new borrowings proposed for the 2018/19 financial year.
 - c. The total amount of borrowings projected to be redeemed during the financial year is \$Nil.
 - d. The projected total amount of borrowings as at 30th June, 2019 is \$nil.
 - e. The projected cost of servicing borrowings during the financial year is \$Nil.
 - f. The proposed rate in the dollar for each type of rate to be levied for the period 1st July, 2018 to 30th June, 2019 is as follows:

Type of Rate	Cents in \$ on CIV
Vacant and under 2 Ha	1.3530
Vacant Land – Other (except farmland)	1.0147
Houses, Flats etc.	0.4228
Commercial (including Shops, Offices and Factories)	0.4228
Industrial	0.4228
Farms (all types)	0.3382
Cultural and Recreational properties	0.2114

- g. Proposes to apply a 50% rebate to all properties classified as Cultural and Recreational Land
- h. Proposes NOT to raise a Municipal Charge.
- i. Proposes to levy a Waste Facilities/Disposal Charge of \$205.00 for the period 1st July, 2018 to 30th June, 2019 on improved properties, and a Waste Facilities Levy of \$57.00 for the period 1st July, 2018 to 30th June, 2019 on unimproved properties. Owners of “farm rated” properties will pay a maximum of three “unimproved charges” for farm rate properties.
- j. Proposes to levy a Kerbside Garbage, Recycling and Green Waste collection service of \$356.00 on those properties receiving a service in the Beaufort and Avoca garbage districts for the period 1st July, 2018 to 30th June, 2019.
- k. Proposes to levy a Kerbside Garbage and Recycling collection service and a Green Waste Voucher service of \$356.00 in the other urban townships and rural areas for the period 1st July, 2018 to 30th June, 2019.
4. That the general rates and service charges referred to in this resolution shall be levied by the service of a notice on each person liable to pay such rate or charge in accordance with Section 158 of the Local Government Act 1989.
5. That in accordance with Section 167 of the Local Government Act 1989, the rates and charges declared by the Council for the 2018/19 financial year must be paid as follows:
- a) by four instalments made on or before the following dates:
- Instalment 1 – 30 September 2018
- Instalment 2 – 30 November 2018
- Instalment 3 – 28 February 2019
- Instalment 4 – 31 May 2019
- or;
- b) by a lump sum payment made on or before 15 February 2019.
6. That the Chief Executive Officer be authorised to levy and recover the general rates and annual service charges in accordance with the Local Government Act 1989.

10. PROPOSED LONG TERM FINANCIAL PLAN 2018/19 TO 2027/28

Evan King – Director Corporate and Community Services

File No: 32/02/10

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 Proposed Long Term Financial Plan 2018/19 to 2027/28.

BACKGROUND

The Proposed Long Term Financial Plan 2018/19 to 2027/28 is one of the key financial planning documents for Council. The Plan has a 10-year forward budget, which was first developed in 2007.

The Plan is reviewed twice a year, in November and as part of the annual budget setting process. The financial data that is contained in the Plan has been provided to Council at briefing sessions and workshops as part of the review and the Annual Budget preparation process.

In line with best practice and open and transparent governance, the Plan was reviewed by Council during the budget process.

The Proposed 2018/19 Annual Budget forms the first year of the Plan, the preceding three years 2019/20, 2020/21 and 2021/22 make up the Strategic Resource Plan and the remaining six years form the 10 year financial plan. Both the financial data and commentary have been updated in the Proposed Long Term Financial Plan to reflect changes over the next 10 years.

ISSUE / DISCUSSION

The key objective, which underlies the development of the Plan, is financial sustainability in the medium to long term, whilst still achieving Council's strategic objectives as specified in the Council Plan 2017-2021. The key financial objectives, which underpin the Long Term Financial Plan (LTFP), are:

1. Maintain existing service levels;
2. Control and reduce future operating deficits via grant funding for asset renewal;
3. Maintain a capital expenditure program that will sustain the Infrastructure asset base; and Achieve a balanced budget on a cash basis.

In preparing the Long Term Financial Plan, Council has also been mindful of the need to comply with the following Principles of Sound Financial Management as contained in the Act:

- Prudently manage financial risks relating to debt, assets and liabilities;
- Provide reasonable stability in the level of rate burden;
- Consider the financial effects of Council decisions on future generations; and
- Provide full, accurate and timely disclosure of financial information.

Key Financial Outcomes

- Working Capital is maintained above 100% at all times during the LTFP.
- Debt is only used in accordance with the Treasury Management Policy.
- Balanced cash position is provided in all years of the 10 year financial plan.
- Incremental improvement in underlying result over the life of the plan.

Key Capital Works Projects

- Continuation of the residential and industrial land development.
- Inclusion of the Moonambel Water Supply project
- Increase in Council's investment into infrastructure renewal.
- Increased investment into recreational assets.
- Inclusion of the Lexton Community Facility.

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.

Section 126 (3) of the Local Government Act (the Act) states that a Council must adopt its Strategic Resource Plan not later than 30 June each year, or such other date fixed by the Minister by notice published in the Government Gazette. The option is available this year to adopt the Strategic Resource Plan by the 31st August.

ATTACHMENTS

10.1 Proposed Long Term Financial Plan 2018-19 to 2027-28 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

All financial implications associated with this report have been accounted for in the Proposed Long Term Financial Plan.

CONCLUSION

The Proposed Long Term Financial Plan provides a high level view of Council's financial position for the period 2018/19 to 2027/28. The plan demonstrates Council's ability to fund the objectives of the Council Plan 2017-2021.

OFFICERS RECOMMENDATION

That Council:

1. Adopts the 2018/19 to 2027/28 Long Term Financial Plan.
2. Places the 2018/19 to 2027/28 Long Term Financial Plan on Council's website.

11. AUDIT & RISK COMMITTEE MINUTES – 22 MAY 2018

Evan King – Director Corporate and Community Services

File No: 16/30/04

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

PURPOSE

The purpose of this report is to provide Council with an update of the Audit & Risk Committee meeting held on the 22nd May 2018.

BACKGROUND

In accordance with Section 139 of the Local Government Act 1989 Council is required to establish an Audit Committee. The Committee meets three times a year and the attached report is an update of the meeting held on the 24th November 2015.

Section 139 of the Local Government Act requires the following:

1. A Council must establish an audit committee.
2. An audit committee is an advisory committee.
3. An audit committee must be constituted in the prescribed manner.
4. An audit committee has the functions and responsibilities prescribed for the purposes of this section.
5. (4A) Section 76D and 79 apply to all members of an audit committee as if they were members of a special committee of the Council.
6. The Minister may make guidelines for the purpose of this section.
7. Guidelines made under subsection (5) must be published in the Government Gazette.
8. A Council may pay a fee to a member of an audit committee who is not a Councillors or member of Council staff.

ISSUE / DISCUSSION

A brief overview of the issues considered by the audit committee is now provided for Council's Information.

Internal Audit Reports:

1. Acknowledgment of the passing of Cr Michael O'Connor member of the Audit & Risk Advisory Committee.
2. Acknowledgment of the contribution of Mr Maurice Barwick to the Audit & Risk Advisory Committee who has not sought re-election.
3. Election of chair for the next twelve months.
4. Outcomes of the Worksafe Audit.
5. Review of the Internal Audit on the Long Term Financial Plan.
6. Review of the Internal Audit on Past Issues.
7. Essential Services Commission – Council Compliance with the Rate Cap for 2017-18.
8. Commonwealth Home Support Program Quality Audit.
9. Governance, Culture and Risk Report.
10. VAGO Audit Strategy for financial year ending 30th June 2018.

11. Interim Management Letter for financial year ending 30th June 2018.
12. Update on Internal Audit Program.
13. Recent reports and publications report.
14. Waste Management Update – Ombudsman’s Report.
15. Compliance Update.
16. CEO report – Current issues for Pyrenees Shire Council.

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

- 11.1 Audit & Risk Committee Minutes 22 May 2018 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

All financial issues have been addressed in the Issue/Discussion section.

CONCLUSION

In accordance with the Local Government Act 1989 the Pyrenees Shire Audit & Risk Committee met on the 22nd May 2018. This report summarises the items considered by the Committee.

OFFICERS RECOMMENDATION

That Council:

1. Receives the minutes of the Audit & Risk Committee meeting held on 22 May 2018.

12. GENERAL VALUATION CERTIFICATION

Evan King – Director Corporate and Community Services

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 outline the process for the 2018 property valuations and to seek Council's approval to adopt the revaluation to be used for the purposes set out in the Valuation of Land Act 1960 and the Local Government Act 1989.

BACKGROUND

Section 11 of the Valuation of Land Act requires Council to make a general revaluation of rateable land within the Shire as at 1 January each calendar year. The last revaluation of the Shire was as at 1 January 2016.

ISSUE / DISCUSSION

Council's property valuations are completed by the Valuer General who in turn subcontracts the valuation to VRC Property. VRC Property has officially returned the final revaluation data for use in the 2018/19 rating period. A valuation report was sent to the Valuer General (See Attachment) and Council has received the declaration from the Minister (See Attachment).

Council must adopt the 2018 General Revaluation of all rateable properties within the municipality.

Overall, valuations for rateable properties within the Pyrenees Shire Council have increased by 25.05%. Rate notices will be issued in August 2018, at which point ratepayers will be informed of their new property valuation. If any ratepayer feels their property has been incorrectly valued, objections can be lodged in the two months after the issue of the rate notice. Initial objections will be considered by VRC Property with a further avenue of appeal to VCAT if the matter remains unresolved.

The revaluation of properties every year is a legal requirement. The general revaluation of all rateable properties has been completed in accordance with section 13DC (1) of the Valuation of Land Act 1960.

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 2018 General Valuation – Certification made to the Minister – *circulated separately*
- 12.2 2018 Report of General Valuation – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

The new capital improved values have been used as the base for rate calculations in the Proposed Budget 2018/19.

CONCLUSION

In accordance with the Valuation of Land Act 1960 and the Local Government Act 1989 the revaluation of all properties within the shire has occurred.

OFFICERS RECOMMENDATION

That Council:

1. Adopts the return of the revaluation of all properties within the Shire as at 1 January 2018 from the Valuer General.
2. Understands that the adopted Valuations will be used for the purposes set out in the Valuation of Land Act 1960 and the Local Government Act 1989, subject to any subsequent amendment to the valuation permissible under these acts.

13. COMMUNITY SATISFACTION SURVEY 2018

Evan King – Director Corporate and Community Services

File No: 44/10/04

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 receive the 2018 Community Satisfaction Survey.

BACKGROUND

Each year Local Government Victoria (LGV) coordinates and auspices a State-wide Local Government Community Satisfaction Survey throughout Victorian local government areas.

Participation in the State-wide Local Government Community Satisfaction Survey is optional and participating councils have a range of choices as to the content of the questionnaire and the sample size to be surveyed, depending on their individual strategic, financial and other considerations.

The main objectives of the survey are to assess the performance of Pyrenees Shire Council across a range of measures and to seek insight into ways to provide improved or more effective service delivery. The survey also provides councils with a means to fulfil some of their statutory reporting requirements as well as acting as a feedback mechanism to LGV.

The survey was conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents aged 18+ years in Pyrenees Shire Council.

A total of 400 completed interviews were achieved in Pyrenees Shire Council. Survey fieldwork was conducted in the period of 1st February –30th March, 2018.

The Local Government Community Satisfaction Survey has been carried out annually since 1998. The survey from 1998 to 2011 was carried out with the same format.

For the 2012 survey and onwards the Department introduced significant changes to the methodology and content of the survey. The changes were introduced to provide Councils with more meaningful and reliable information. These changes meant in that instance, Council could not draw direct comparisons with previous year's survey results.

Pyrenees Shire is listed in the Small Rural Councils group which includes 16 Councils including the following shires:

- Golden Plains
- Buloke
- Central Goldfields
- Gannawarra
- Indigo
- Loddon
- Mansfield
- Mount Alexander
- Queenscliff
- Strathbogie
- West Wimmera
- Yarriambiack
- Hepburn
- Hindmarsh
- Murrindindi
- Benalla

ISSUE / DISCUSSION

Result Area	Pyrenees Shire 2018	Pyrenees Shire 2017	Small Rural Shires 2018	State-wide Average 2018	Pyrenees Shire 2016	Pyrenees Shire 2015
• Overall Performance	62	64	56	59	61	62
• Community Consultation (Consultation/Engagement)	55	60	54	55	56	58
• Advocacy (lobbying on behalf of the community)	56	59	53	54	55	57
• Making Community Decisions (Decisions made in interest of the community)	57	62	52	54	56	57
• Sealed Local Roads (Condition of sealed local roads)	54	55	49	53	54	55
• Customer Service	73	74	69	70	72	72
• Overall Council Direction	51	55	50	52	54	54

- Pyrenees Shire Council’s overall performance is rated statistically significantly higher than the average rating for councils State-wide and in the Small Rural group.
- Residents aged 35 to 49 years are significantly more favourable in their view of overall performance compared to the Council average.
- Residents aged 50 to 64 years and those in Mt Emu are significantly less favourable in their view of overall performance.
- Perceptions of overall performance among women and residents aged 18 to 34 years are also significantly less favourable compared to 2017.
- Around four times as many residents rate Pyrenees Shire Council’s overall performance as ‘good’ (35%), than those who rate it as ‘poor’ (9%).
- Areas for improvement:
 - Sealed Road Maintenance: 20% (up 1 point from 2017)
 - Community Consultation: 10% (up 2 points from 2017)
 - Communication: 10% (down 3 points from 2017)

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

13.1 Pyrenees Shire Council Community Satisfaction Survey 2018 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report

CONCLUSION

The 2018 Community Satisfaction Survey provides an assessment of the performance of Pyrenees Shire Council across a range of measures and seeks to provide insights into ways to provide improved or more effective service delivery. The survey also provides council with a means to fulfil some of its statutory reporting requirements as well as acting as a feedback mechanism to Local Government Victoria.

OFFICERS RECOMMENDATION

That Council:

1. Receives the 2018 Community Satisfaction Survey.
2. Places the 2018 Community Satisfaction Survey results on Council's website.

CHIEF EXECUTIVE OFFICER

14. RECONCILIATION ACTION PLAN (RAP)

Laura Buchanan – Emergency Management Coordinator

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 inform Council about the progress of the development of the Reconciliation Action Plan and to seek in principle support.

BACKGROUND

Pyrenees Shire Council is required to develop a Reconciliation Action Plan (RAP) as per the Recognition and Settlement Agreement between the Dja Dja Wurrung People and the State of Victoria (RSA).

Whilst there is the directive from the abovementioned RSA for Council to develop a RAP, the impetus for Council is multifaceted. According to the 2016 census, 1.9% (135 individuals) of people living in the Pyrenees were Aboriginal and/or Torres Strait Islanders, more than double the state average of 0.8%. The Council already has strong connections to local partners on which it can build, including Langi Kal Kal Prison (with which we collaborated to install the Beaufort Lake Koori Art Trail) and already offers programs for residents that promote reconciliation (such as Aboriginal Storytime at the Beaufort Community Resource Centre). Furthermore, according to the community members, there are many undocumented culturally significant sites throughout the Shire.

ISSUE / DISCUSSION

In order to meet the requirements of the Recognition and Settlement Agreement, the Reconciliation Action Plan has to: 1) adhere to the template and process outlined by Reconciliation Australia; and 2) be endorsed by Reconciliation Australia before being made publicly available.

The initial RAP (Reflect) is a 12 month action plan that requires the formation of a working group (consisting of Traditional Owners, community members and other relevant parties) to implement a number of specific actions that focuses on the three pillars of 'Relationships', 'Respect' and 'Opportunities.' The action plan will commence from when the RAP is endorsed by Reconciliation Australia.

After the Reflect RAP is completed, the Council will be required to progress to a three year 'Innovate' RAP, which will deepen Council's commitment to reconciliation. In the longer term, Council will hopefully progress onto three year 'Stretch' RAPs which result in reconciliation initiatives being incorporated into business as usual.

The formal commitment to reconciliation with Reconciliation Australia is an ongoing journey in which each RAP provides the basis for which further more meaningful actions can be scaffolded in future RAPs.

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Council will have to allocate some funds to allow the implementation of the RAP, in the first 12 months and ongoing.

CONCLUSION

Pyrenees Shire Council is continuing to develop a RAP in consultation with relevant stakeholders that will be sent to Reconciliation Australia for endorsement in the coming months. Once endorsed by Reconciliation Australia, it will be presented to Council for formal adoption.

OFFICER RECOMMENDATION

That Council:

1. Provides continuing support to the development of the RAP.
2. Provides 'in principle' support of the adoption of the RAP in the future.

15. CENTRAL HIGHLANDS COUNCILS VICTORIA

Jim Nolan - Chief Executive Officer

File No: 44/06/12

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

PURPOSE

The purpose of this report is to inform Council about Central Highlands Councils Victoria activity and to seek approval for the Mayor and Chief Executive Officer to attend Parliament House in Canberra as part of the Central Highlands Councils Victoria advocacy delegation.

BACKGROUND

The Mayors and CEOs Forum of the Central Highlands Councils Victoria (CHCV) group provides oversight for the activities of the group which are primarily focused on advocacy for regional priority projects and issues.

The member Councils are Ararat, Ballarat, Central Goldfields, Golden Plains, Hepburn, Moorabool, Northern Grampians, and Pyrenees councils.

The group has in the past been successful in advocating to state and federal governments for funding, policy change and support around key regional issues such as road and rail transport funding, employment, telecommunications, health and wellbeing, waste, sport and recreation, township development and the arts.

ISSUE / DISCUSSION

As part of the advocacy program, CHCV is proposing a delegation to Canberra during the period of the Australian Local Government Association (ALGA) National General Assembly from 17 -20 June 2018. It is proposed that the Mayor and CEO attend as part of the delegation to be party to the advocacy to relevant MPs. The Mayor, Cr Clark will also be attending as the MAV Deputy President to attend the ALGA National General Assembly.

The key themes that form the advocacy program this year are:

- Growing our food and fibre industries
- Connecting our economy
- Enhancing our social fabric, liveability and wellbeing
- Advancing technology
- Strengthening our visitor economy

Specific projects of interest to the Pyrenees Shire Council that form part of the program are:

- East Grampians Rural Water Pipeline
- Western Highway duplication and bypass of Beaufort
- Melbourne to Ararat rail line
- Moonambel Water project
- Developing the Grampians and Pyrenees wine region
- Grampians Pyrenees Regional employment development project
- Waste to energy
- Telecommunications

In addition to the delegation to Canberra, CHCV is continuing to advocate to the state government ahead to the November 2018 election on these and other key issues.

The growing need for regional cooperation has also lead the group to investigate various models to enable Councils to work together to become more efficient and effective in what we do.

One of the models being considered by the group involves the establishment of a legal entity in the form of a public company with limited guarantee. The company would be an alliance of municipal councils united their its desire to build a strong economic and social future for the region. The Company will work collaboratively on issues and advocate for projects of mutual importance to make a positive impact on communities in the region.

The principal purposes of the company would be:

- to maintain a strategic oversight of the priorities and issues of the region,
- the investigation, planning and facilitation of activities or functions of benefit to Members and the region; and
- to undertake such functions and duties to the benefit of Members and their residents as determined by the Mayors and CEOs forum.

Legal advice is currently being sought on the matter and it is proposed that a further report be brought to the July Council meeting for specific Council consideration.

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.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Participation with CHCV requires contributions from member councils to meet the cost of the secretariat services, legal expenses and for specific project work. The contributions model is currently under review, and suggests contributions based on population which, in Pyrenees Shire Council's case, equates to approximately 3% of the costs (in the order of \$4110pa) as reported to the May Council meeting.

In addition to member contributions, the delegation to Canberra will require Councils to meet their own participant costs associated with flights, accommodation, cab fares and meals. These costs have been provided for within Council's 2017/18 budget.

CONCLUSION

Council's participation with the CHCV group is critical to ensuring the interests of the residents and ratepayers of the Pyrenees Shire and the region are well represented to state and federal governments.

OFFICER RECOMMENDATION

That Council:

1. Supports the participation of the Mayor and Chief Executive Officer with the Central Highlands Councils Victoria delegation to Canberra from 17-20 June 2018 to advocate on key regional priorities as outlined in this report; and
2. Seeks a further report be brought to the July Council meeting on the matter of the establishment of a Central Highlands Councils Victoria legal entity.

16. PROPOSED GRANT APPLICATIONS

Jim Nolan - Chief Executive Officer

File No: 56/08/04

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

PURPOSE

The purpose of this report is to inform Council and seek support for the submission of two grant applications.

BACKGROUND

The Victoria Government Community Sports Infrastructure Fund (CSIF) provides grants for planning, building new, and improving existing facilities for sport and recreation.

The fund seeks to encourage:

- *Increased sport and recreation participation for all Victorians*
- *Increased female and junior participation*
- *Increased access to sport and recreation opportunities*
- *Better planning of sport and recreation facilities*
- *Increase integrated school and community sport and active recreation infrastructure*
- *Innovative sport and recreation facilities*
- *Environmentally sustainable facilities*
- *Universally designed facilities.*

Funding is available under the following categories:

- *Better Pools – Grants of up to \$3 million are available to provide high-quality aquatic leisure facilities through new or redeveloped aquatic leisure centres.*
- *Major Facilities – Grants of up to \$800,000 (where the total project cost is more than \$500,000, excluding GST) are available to develop or upgrade sub-regional and regional sport and active recreation facilities.*
- *Small Aquatic Projects – Grants of up to \$250,000 are available to improve and upgrade aquatic facilities, seasonal pools and develop new water play spaces.*
- *Minor Facilities – Grants of up to \$250,000 are available for community sport and recreation groups, working in partnership with local government, to develop or upgrade community sport and recreation facilities.*
- *Planning -*
- *Recreation Planning or Facility Feasibility - Grants of up to \$30,000 for projects focusing on recreation planning or facility feasibility in one municipality*
- *Regional - Grants of up to \$50,000 for regional planning initiatives that demonstrate inter-municipal needs and financial support from multiple local government authorities.*

Council has been successful in the past in sourcing grants through the CSIF including grant for the upgrade of the Beaufort and Avoca pools.

Council officers have considered the funding programs and guidelines for each of the programs, and following discussion with the relevant funding manager, it is proposed that two grant applications be submitted as outlined below.

ISSUE / DISCUSSION

The two project proposals described below are proposed to be made to the “Minor Facilities” program.

This program requires financial contributions from the applicant of \$2:\$1 (grant: applicant contribution).

Both projects are considered to meet the range of criteria in the program guidelines.

Both projects have been identified in the Pyrenees Shire Recreation Strategy 2017-2022 as a high priority.

Project 1- Avoca Play space

This project involves the creation of an active children’s play space in Avoca.

The facility is proposed to be located in the central median of the Avoca main street and will be a prominent activity space in Avoca providing increased opportunity for child play activity, and complement existing and proposed assets in Avoca including the shade structure and BBQ in proximity to car parking and public toilets. The creation of the space will provide an attractive space for families, community events and for visitors. The draft design for the play space seeks to create a unique and special experience.

The concept of a play space was identified as a high priority in the community consultation around the Recreation Strategy and also as part of the input into the Pyrenees Futures planning project. It is however proposed to test the community support with additional consultation during June with the view to refining the concept. A copy of the draft design which will be on display in Avoca is also attached to this report.

Project 2 – Snake Valley skate Park

Council has previously considered a report and formalised its support for the Snake Valley Community Park. The broad project includes a skate park element, and this is the component that is proposed to for funding under the CSIF. The project has high level of community support, and Council has allocated \$100,000 in its 2018/19 budget towards the community facility.

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.

1.4 - Maintain, develop and renew the public amenity of our townships in consultation with our communities.

3.2 - Physical activity - Ensure our residents have access to facilities and programs that allow them to maintain a healthy and active lifestyle.

ATTACHMENTS

16.1 Avoca Play Space concept plan

FINANCIAL / RISK IMPLICATIONS

The proposed financial contributions required are outlined below:

Project	Amount	Funding source
Avoca Play space	\$208,000	CSIF
	\$30,000	Avoca branch of the Bendigo Community Bank
	\$74,000	Council – sourced from budgeted funds allocated from Recreation Strategy implementation
	\$312,000	Total project cost

Project	Amount	Funding source
Snake Valley shake park	\$250,000	CSIF
	\$125,000	Council – sourced from budgeted funds allocated for SV Community Park
	\$375,000	Total project cost

CONCLUSION

The two projects proposed for funding applications under the CSIF are strong candidate projects for funding with close alignment to the funding criteria, and strategic alignment with local strategic planning work undertaken.

OFFICER RECOMMENDATION

That Council:

1. Endorses grant applications to be made to the Community Sport Infrastructure Fund for the Avoca Play space project, and the Snake Valley skate park.

17. COMMITTEE FOR BALLARAT

Jim Nolan - Chief Executive Officer

File No: 22/16/27

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 benefits of its membership with Committee for Ballarat

BACKGROUND

The Committee for Ballarat (CfB) is a membership based organisation established in 2005 with an elected board under the leadership of chair, Janet Dore. The Committee has around 100 members comprising corporate, small business and community members.

The Committee says the following about itself:

Committee for Ballarat tackles the social, economic and environmental issues of our time and envisions innovative ways to address them. We employ intellectual rigour and strategic thinking to solve the problems we face now and into the future. We connect and engage with stakeholders, involve and inform the community and seek expert advice. And we use our influence and connections to guide and progress key projects and programs that are of benefit to our region.

The Committee has a five year Strategic Action Plan with a vision to create a thriving and prosperous Ballarat region based around three drivers:

- Jobs and Connectivity
- Sustainability and Innovation
- Community Health

The benefits of membership are described in the three main themes below:

1. Thinking Ahead

The future focus and thought leadership approach of our work is strongly directed at driving, developing and safeguarding the future prosperity and sustainability of Ballarat and the region. Our projects target areas where we can see major future benefit. Unashamedly, we believe sustainable economic prosperity is the driver of the lifestyle we all wish to continue enjoying in this great city and region.

2. Influence

Strong involvement in strategic projects and discussions provides members a strong voice and influence over development directions. The interests of members are advanced through the direct contact with senior local, state and federal representatives and with other leaders of business and industry both at a formal and informal level. Our awareness of and access to such contacts is significant. Such involvement in planning strategies may identify new business opportunities.

3. Leadership

Our membership, comprising most of the leading companies and organisations from across the region, including local governments, captures the collective insight vital to planning for a sustainable prosperous future. Members can tap into the collective business and strategic insight of fellow members at closed forums. As a key investment in the future, we also foster new generations of leaders through our programs.

ISSUE / DISCUSSION

One of the initiatives of the CfB has been the establishment of the Leadership Ballarat and Western Region (LBWR) program which has been successful in providing a highly sought after development program for new and emerging leaders in the community. Pyrenees Shire Council has participated in this program annually by sponsoring a staff member and one or two community participants from Pyrenees businesses or organisations.

The Committee provides a series of events for its members including Round Table Dinners involving high calibre speakers speaking on relevant subjects, as well as member support and networking events. Recent events have included speakers such as:

- The Hon Linda Dessau AM, Governor of Victoria
- Craig James, Chief Economist, CommSec
- Craig Lapsley, Victorian Emergency Management Commissioner

Committee Breakfast Briefings have included briefings from key players on major projects such as:

- The Western Distributor Project
- Ballarat Rail line upgrade
- The energy market
- West Gate tunnel
- Renewable energy

Council's membership enables a representative such as the Mayor, CEO Councillor or senior officer to attend these events.

The CfB is considered a strategic partner with capacity to influence and the backing of the business community. The Committee seeks input from its membership during its strategic planning process and has identified a range of strategic projects as part of its advocacy and influence program including:

- Decentralising government bringing services and jobs to the region
- Transport connections including improved Ballarat – Melbourne Rail services
- Attracting and clustering new and innovative industry
- Renewable energy
- Ballarat CBD revitalisation

Pyrenees Shire Council has been a corporate member of the CfB for several years, and obtained benefits from the membership as outlined above.

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Council's budget has provided \$3,740 for membership of Committee for Ballarat.

CONCLUSION

There are a range of benefits to being a member of the Committee for Ballarat as outlined in this report, and while it has a genuine regional focus.

OFFICER RECOMMENDATION

That Council:

1. Seeks to maximise the benefits of membership with the Committee for Ballarat and to utilise the strength of the partnership in its advocacy to government on matters that are of mutual benefit to Ballarat and the wider region.

18. COUNCIL REPRESENTATION ON COMMITTEES

Jim Nolan – Chief Executive Officer

File No: 16/02/02

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

PURPOSE

The purpose of this report is for Council to consider its representation on a number of committees left vacant following the sudden passing of Cr Michael O'Connor.

BACKGROUND

The Minister for Local Government has directed the Victorian Electoral Commission to conduct a by-election in the Pyrenees Shire on 18 August 2018 to fill the vacancy created by the sudden passing of Cr Michael O'Connor. Council may consider appointing representatives to committees or groups listed below where Cr O'Connor was the previously appointed representative.

Group / Committee	Existing, other Councillor or Officer representative
Victorian Local Government Association (VLGA)	Nil
Grampians Central West Waste and Resource Recovery Group	Director Assets & Development Services
Western Highway Action Committee (WHAC)	Director Assets & Development Services
Beaufort Bypass – PEG Public Engagement Group	Director Assets & Development Services
Business for Beaufort	CEO
Beaufort Secondary College Committee	Nil
Langi Kal Kal Community Advisory Group	CEO Cr Clark
Audit Committee	Director Corporate & Community Services Cr Vance
Emergency Management Planning Committee	Director Corporate & Community Services Manager Community Wellbeing
Municipal Fire Management Planning Committee	Director Corporate & Community Services Manager Community Wellbeing
Beaufort Community Bank Complex (S86 Special Committee)	

ISSUE / DISCUSSION

Council may choose to appoint a representative or not depending on the need and urgency. Alternatively Council may choose to not appoint a representative, and consider the matter further at a later date

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Nil

CONCLUSION

Council may wish to consider appointing representatives to the groups and committees as listed in the recommendation below.

OFFICER RECOMMENDATION

That Council:

1. appoints the following Councillors as representatives to the following groups and committees:

Group / Committee	Existing other Councillor or Officer representative	Proposed Councillor representative
Victorian Local Government Association (VLGA)	nil	
Grampians Central West Waste and Resource Recovery Group	Director Assets & Development Services	
Western Highway Action Committee (WHAC)	Director Assets & Development Services	
Beaufort Bypass – PEG Public Engagement Group	Director Assets & Development Services	
Business for Beaufort	CEO	
Beaufort Secondary College Committee	nil	
Langi Kal Kal Community Advisory Group	CEO Cr Clark	
Audit Committee	Director Corporate & Community Services Cr Vance	
Emergency Management Planning Committee	Director Corporate & Community Services Manager Community Wellbeing	
Municipal Fire Management Planning Committee	Director Corporate & Community Services Manager Community Wellbeing	
Beaufort Community Bank Complex (S86 Special Committee)		

19. FORMER BEAUFORT PRIMARY SCHOOL SITE PROPOSAL

Jim Nolan – Chief Executive Officer

File No: 515021100

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 opportunity for Council to consider a report from the PS60 Community group on the former Beaufort Primary School site.

BACKGROUND

Representatives from the newly formed Community PS60 group recently met with Council and presented a report for Council's consideration titled:

HERITAGE HILL
REVITALISATION ACTION PLAN FOR OLD PS60
A COMMUNITY HUB incorporating an ARTS AND CULTURAL CREATIVE CENTRE

The document sets out a vision for the site of the former Beaufort Primary School.

The report seeks Council support to assist the group which has significant community support to realise the vision for the site to create an active community space focussed on arts and culture. In summary, the report states:

"We are deeply committed to a community future for the school. Our vision is for Old PS60 to become a Community Hub and Arts and Cultural Centre, within a landscaped recreation reserve, incorporating the Beaufort Walkability trail along the Garibaldi Creek that runs through the site.

Old Beaufort PS60 Committee have been working together, in a sustained, consistent manner since December 2014. Our commitment to bringing this proposal to fruition has never been stronger.

We look forward to working with council and very much hope that you support our proposal."

ISSUE / DISCUSSION

The site is currently owned by the Department of Education and Training (DET). The site is 2.24 hectares in size and currently contains a number of classroom buildings and recreational space. It is bordered by Leichardt Street, Neill Street (Western Highway) and Hill Street.

It is important to acknowledge that the site is under the control of the state government, and the government has deemed the site surplus to requirements. Council was offered a "First Right of Refusal" to express interest in the site for a community purpose. A submission was made to the process acknowledging the extent of Council's interest, but not seeking to be the owner of the site.

The state process to prepare the site for disposal has seen the Department of Treasury and Finance (DTF) commence the preparation of a survey plan with the view to consolidation of crown and freehold titles, and realigning boundaries to transfer portion of the land for "road" purposes where a physical road already exists. The intent of the plan is also to contain provision for an easement for drainage and access in the vicinity of the underground drainage assets. Council officers have been in discussions with DTF on Council's interest in the road, drainage and pedestrian access aspects of the plan.

The Department of Environment Land Water and Planning (DELWP) has also commenced a process to rezone the land, and the Government Land Standing Advisory Committee has given public notice and invited submissions on the matter. Council resolved at the April Council Meeting to support a submission to be made to the rezone process. A number of submissions were made, and public hearings are scheduled to be heard on 28 June 2018 in Beaufort.

The Advisory Committee directed that a Heritage Assessment be prepared, and this Assessment which has been completed identified a number of buildings on the site to have local heritage significance. A copy of the Heritage Assessment is available on the DELWP website.

Council has been advised that the land is also the subject of a Native Title claim.

There are a number of complexities that will need to be considered if the vision of the Community PS60 group is to be realised, and a range of matters requiring careful consideration before Council determines its position.

Among the matters for Council to consider include:

- The need for a community centre
- The extent of the benefits of the centre
- The extent of the site required for the community purpose
- The business case for the community activity to ensure its long term sustainability
- The condition of the assets
- The funding necessary to restore the building assets to a suitable condition for use
- The long term renewal demand of the building assets
- The extent of community activities to be accommodated on the site
- The ownership and management options
- Other potential uses of any portion of the land not required for community purposes
- The planning considerations and the relationship with adjoining land uses
- Whether there is a need to prepare a development plan for the site.

It is not suggested that Council make any firm commitment about the site until the above issues are appropriately explored, and in particular it is suggested that Council await the outcome from the Government Land Standing Advisory Committee on the current rezoning to inform future actions.

It is however suggested that Council continue to work with the Community PS60 group to further explore some of the issues and opportunities, and consider a further report on the matter once sufficient progress has been made on the above.

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

Nil

FINANCIAL / RISK IMPLICATIONS

There are significant financial implications for Council ongoing unless careful consideration is given to the issues outlined in this report.

CONCLUSION

The Community PS60 group has prepared a report which outlines a vision for the former Beaufort Primary School site as a Community arts and culture centre.

It is suggested that, once the Government Land Standing Advisory Committee has made a determination on the rezoning for the land, Council officers engage with the group, and once sufficient progress is made in exploring the issues outlined in this report, that a further report be brought to Council for consideration.

OFFICER RECOMMENDATION

That Council:

1. Once the Government Land Standing Advisory Committee has made a determination on the matter of rezoning of the site, authorises the CEO to engage with the Community PS60 group to explore issues and opportunities associated with the group's proposed vision for the former Beaufort Primary school site.
2. Considers a further report on the matter at a future Council meeting once sufficient progress has been made in understanding the range of issues outlined in this report to assist Council to make a decision about its involvement if any with the future activity on the site.

20. BUSINESS IMPROVEMENT PROGRAM

Jim Nolan – Chief Executive Officer

File No: 129/04/001

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 a service review program.

BACKGROUND

Council has included in its Council Plan an initiative to develop an annual service review plan.

The purpose of reviewing services is to consider:

- whether the services being delivered are appropriate
- whether the services are contributing to Council's identified core business
- whether the services are satisfactorily meeting the community needs and
- whether the services are being delivered in an efficient and effective manner

There are a broad range of services that Council delivers, and these services vary widely. It is expected therefore that service reviews will be different depending on the particular service.

Most reviews however will seek to involve the following elements:

- Gathering information (past reviews, service plan, budget, relevant reports etc..)
- Stakeholder engagement
- Service analysis
- Key Performance Indicators
- Benchmarking
- Leadership, competencies and culture
- Continuous Improvement and Innovation
- Opportunities for Collaboration

Service Reviews may be conducted by staff including a director or manager, or other staff not directly responsible for the particular service delivery, or by an external person with relevant expertise.

ISSUE / DISCUSSION

Council's Business Improvement Program comprises a range of initiatives that seek to develop the organisation as a high performing organisation. These initiatives include:

- Internal audits undertaken to review specific matters identified by Council's audit committee (at least two per annum)
- External audits on Council activities undertaken by other authorities or government agencies
- Process improvements as determined by the Senior Leadership Team or by a responsible officer
- Cultural development activities
- Staff training and development program
- Policy review program
- Risk assessment and mitigation program
- Occupational health and safety system development program
- Shared service initiatives
- Service reviews

The following service reviews have been identified for 2017/18:

- Building Services reviewed in conjunction with the development of a shared service model with Ararat and Northern Grampians Councils (completed)
- Waste Service charge review – involving an audit using Councils internal auditor to assess compliance with Council’s obligations under the Local Government Act. (commenced)

The following service reviews are proposed for 2018/19:

- Customer Action Request System (CARS) – a review of the process used to receive process, monitor and report on service requests made by members of the community.
- Procurement – a review of the processes used to procure goods and services and of Council’s Procurement policy

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.

4.2 - Promote learning and growth that will facilitate change, continuous improvement, innovation and efficiency.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

There is a cost to Council where an external reviewer is involved. These costs are met within the budgets provided for the relevant services, or from provisions made for internal auditing of services.

CONCLUSION

The proposed service reviews for 2018/2019 are reviews of the Customer Action Request System, and Procurement.

OFFICER RECOMMENDATION

That Council:

1. Notes the internal review program for 2018/19 outlined in this report.

21. TIMBER TOWNS

Jim Nolan - Chief Executive Officer

File No: 22/16/22

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

PURPOSE

The purpose of this report is to inform Council about the activity of Timber Towns and to seek direction in respect of future membership.

BACKGROUND

Council considered a report at the May Council meeting about memberships and subscriptions, and resolved to seek a further report to be prepared on the matter of Timber Towns for consideration.

It is understood that Timber Towns Victoria (TTV) was initially formed around the 1980s and comprises a group of Victorian Councils which have an interest in the timber industry as a result of that activity occurring in their shire. The group was formed to provide support and guidance to Councils on a range of issues including:

- Maintaining and developing employment opportunities in the timber and associated industries
- Implementation of the Victorian planning provisions as they relate to plantation development and harvesting
- The Forestry Code of practice, its application and monitoring compliance with the code
- Logging and the impact of harvesting on the local road network
- Seeking funding for road upgrade and maintenance for timber roads.

Member Councils have previously paid membership fees which have offset the cost of secretariat services and project work.

The Municipal Association of Victoria (MAV) has for many years until recently provided the secretariat services and meetings have been held at the MAV offices.

Membership with the state base organisation has entitled members to membership with the National body known as National Timber Councils Association, and the most recent activity of the NTCA was the National conference held in April 2018.

One of the major projects of the group has been the development of the Timber Industry Roads Evaluation Study (TIRES), a study which resulted in a detailed report prioritising local road upgrade projects necessary to service the timber industry across the state. This report has for many years been the tool used by local government to advocate for funding from the state and commonwealth governments to upgrade timber haulage routes. Significant funding was allocated across the state on the basis of these road project priorities including to the Pyrenees Shire Council for the Raglan Elmhurst Road. Funding was allocated through Vic Roads to Councils under the Rural Local Timber Roads Program.

In the 1990s the rapid expansion of hardwood plantations across south and western Victoria including into the Pyrenees Shire had the potential to change the landscape and create social and economic impacts, and the potential for impacts on the local road network was far reaching. Within the last ten years there has been a decline in the hardwood plantation industry as a result of changing markets and failed companies and investments. Many of the hardwood / blue gum plantations that were planted in

the Pyrenees shire in the 1990s have since been bought back by farmers and returned to grazing and cropping. The anticipated impacts have therefore been reduced as a result.

In February 2016, Council considered a report on the matter and resolved to take up a three year membership option with TTV at a cost of \$2,500 per annum compared with the year by year amount of \$3,000 per annum. This decision was made due to the number timber coops in the shire, as well as an active timber mill, a timber truss manufacturing plant and a number of firewood suppliers.

ISSUE / DISCUSSION

Since Council last considered this matter, there has been very little activity by TTV, and it is suggested that Council consider not continuing its membership beyond the current three year commitment for the following reasons:

- There has been little activity from TTV in the last two years, and the value for membership is reduced.
- The need for membership by Pyrenees has reduced as a result of the number of hardwood plantations in our shire being returned to grazing and cropping.
- The initial work by TTV to develop tools to use for auditing and compliance with the Forestry Code of Practice has been completed.
- The TIRES report was refreshed in recent years; however the priority road projects in the Pyrenees are low on the long list of priority road projects under this study due to the significant investment needed for timber haulage roads in other parts of the state.
- The introduction of rate capping has forced Council to review and reduce its operating expenses where the benefits cannot be adequately demonstrated.

A further issue for consideration relates to road funding. The state Local Roads to Market program which is a funding source for Council currently excludes timber freight roads from consideration for funding due to the industry specific fund that was established resulting from TIRES for that purpose. However Council's current priority Local Roads to Market priority projects do not have timber freight as a primary reason for the priority.

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The cost of membership is currently \$2,500 (on the basis of a three year commitment entered into in 2016).

CONCLUSION

Having considered the relative benefits of membership with Timber Towns Victoria, and the inactivity over recent years, the following recommendation is made.

OFFICER RECOMMENDATION

That Council:

1. not continue its membership with Timber Towns Victoria beyond its current three year commitment.



COUNCILLOR REPORTS AND GENERAL BUSINESS

CONFIDENTIAL ITEMS

22. 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.

RECOMMENDATION

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:-

23. Greenhill Creek Road Tender; and
24. Approval of Continuation of Debt Management



23. REOPENING OF MEETING TO MEMBERS OF THE PUBLIC

RECOMMENDATION

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

CLOSE OF MEETING

Meeting closed at

Minutes of the meeting confirmed

2018

Mayor