

**PYRENEES**  
— S H I R E —



## **MINUTES**

**Ordinary Meeting of Council**

**6:00pm Tuesday 15 January 2019**

**Council Chambers  
BEAUFORT**

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**PRESENT**

**Mayor:** Cr Robert Vance

**Councillors:** Ron Eason, David Clark, Tanya Kehoe, Damian Ferrari

**IN ATTENDANCE**

**Chief Executive Officer**– Jim Nolan

**Director Asset and Development Services** – Douglas Gowans

**Director Corporate and Community Services** – Kathy Bramwell

**EA to Directors** – Chantelle Sandlant (Minute Taker)

Mayor Cr Robert Vance welcomed the gallery and press, read the opening prayer and indigenous acknowledgement.

**APOLOGIES**

Nil.

**NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS**

**CR CLARK – ITEM 14**

Cr Clark disclosed he has an indirect interest in Item 14 (Naidoc Week 2019 School Initiatives) with relation to his daughter being a past recipient of the award.

**CONFIRMATION OF MINUTES**

**CR EASON / CR KEHOE**

That the Minutes of the Ordinary Meeting of Council held on 11 December 2018 and the Closed Meeting of Council held on 11 December 2018 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.

**CARRIED**

**BUSINESS ARISING**

Cr Clark queried the outcome of Mr Oddie's issues raised at the December 2018 meeting in relation to Chepstowe Road signage and the rates determination.

Jim Nolan advised that he and Mr Gowans attended a meeting onsite with Mr Oddie in relation to the Chepstowe Road signage and Mr Oddie has been directed to the revised rates strategy in relation to the rates determination.

**PUBLIC PARTICIPATION**

Ian Lovejoy – Walkfest Committee

Ian advised that a Walkfest is planned for 6 and 7 April 2019. A number of Walkfest Committee meetings have been held and Council officers have been in attendance and very helpful. Ian advised that there were no Council representatives at the November and December meetings and has requested that a Council officer attend the meeting on 22 January 2019 and meetings in February and March.

Jim Nolan advised that Council are supportive of the initiative to increase physical activity around the shire and will endeavour to have an officer participate. Mr Nolan requested that details of the Walkfest Committee meetings are forwarded to the office.

Catherine Tweddle

Ms Tweddle asked if there is a policy in relation to response times for queries made to Council via phone, email, letter etc.

Mr Nolan advised that there is a service standard that relates to response times and it is currently under review. Due to the increasing engagement with the use of technology the current standard is out of date.

Ms Tweddle as a representative of B4B asked where the planning application for the proposed roadhouse development was advertised and if the timeframe to respond to the application was sufficient.

Mr Gowans advised that Council has an obligation to ensure that applications are advertised as soon as possible. This particular application was advertised in the Pyrenees Advocate over the Christmas break and additional days to respond were included for this reason. All Planning applications are also available on Council's website. Even though there is a closure time for submissions, Council is obliged to take any submissions up until a decision is made. Submissions will be assessed by the Planning team and provided back to the applicant for response and potential mediation and at that point changes can be made to the application.

Ms Tweddle requested clarification as to where the application was advertised in the Pyrenees Advocate.

Mr Gowans advised that it was advertised in the Public Notice section.

George Kirsanovs

Mr Kirsanovs agreed with Ms Tweddle in regard to the planning notice overlapping the festive season and that made time available for consideration and submissions for the proposal extremely difficult.

In relation to the old Beaufort Primary School and grounds, Mr Kirsanovs advised that the Minister put out a planning order on 19 October 2018. A final hearing at Planning Panels Victoria was held on Monday 3 September 2018 which Mr Kirsanovs attended and represented the old Beaufort Primary School Committee, the only other people there were Councils legal team who Mr Kirsanovs advised did a fantastic job and someone from DEWLP. The Ministers Planning Order gave until 29 February 2019 for a development plan to be done in consultation with the local community. Mr Kirsanovs advised that time is running out and he is keen for consultation so that the group can meet the Ministers direction.

Mr Nolan advised that Council previously considered a report on the old Beaufort Primary School and the resolution of Council was to continue to engage with the local committee subject to the outcome of the planning decision by the Minister. Since Council considered that report there has been some engagement between Mr Nolan and the old Beaufort Primary School group in the early stages. There have been some undertakings given and a response has been provided to the question at the last

Council Meeting. It is still Council's intention to continue to engage with the local committee. Mr Nolan advised that Council is currently considering a response to the Minister's letter that was received late last year in respect of timing over the matter and would be happy to take that further on notice and to continue to work with Mr Kirsanovs and the old Beaufort Primary School group in whatever way be deemed appropriate.

#### Jason Whitehall

Mr Whitehall advised that he is concerned with the lack of bushfire management on Lamplough Greenhill Creek Road and also on the Sunraysia Highway adjacent to the letterboxes going up to Allan Lane. Mr Whitehall advised that it is a very significant bushfire hazard and there doesn't seem to be any kind of maintenance.

Mr Whitehall asked if there is going to be any bushfire maintenance along Lamplough Greenhill Creek Road and also along Sunraysia Highway from the letterboxes up to Allan Lane.

Mr Douglas Gowans responded that Council does have responsibilities around slashing of roadsides and has a designated plan that is agreed to as part of Council's Bushfire Management Plan, the plan does not include every single road in the shire and there are some roads for strategic and vegetation reasons that make roadside slashing difficult. Fuel loads on the side of roads can be naturally occurring. Lamplough Greenhill Creek road has standing vegetation beside the road and therefore a roadside cut may not reduce the fuel load to an extent that may actually make a difference to a bushfire attack level.

Mr Gowans advised that Sunraysia Highway is managed by Regional Roads Victoria and that they also have a slashing program, it is not fence to fence and is as conditions allow, typically it is one cut behind their guide posts where possible. Mr Gowans advised queries regarding slashing on the Sunraysia Highway need to be directed to Regional Roads Victoria.

It is Mr Gowans understanding that there are some sections of Lamplough Greenhill Creek road that are not slashed due to vegetation.

Mr Whitehall advised that there is significant corrugation on Lamplough Greenhill Creek road from Sunraysia Highway up to the new sealed section. Mr Whitehall indicated that he has only witnessed grading of Curtis Road once in two years and have never seen Lamplough Greenhill Creek road graded apart from the new sealed section. Mr Whitehall asked if this road could be graded.

Mr Douglas Gowans advised that the request for grading of Lamplough Greenhill Creek road will be logged in Council's Customer Action Request system (CARS).

Mr Gowans advised that Council undertakes most of its grading in particular weather conditions to maximise the amount of grading that can actually be done, a particular amount of moisture is required in the road pavement to undertake grading. Council has set intervention levels to which it has to undertake particular works, if the road is not outside those intervention levels, grading works will be undertaken through Council's normal maintenance grading program. Mr Gowans advised that Lamplough Greenhill Creek road does get graded on an annual basis.

Mr Whitehall advised that there is vehicle parked at the back gate of the property adjacent to him that has an offensive sticker displayed. Mr Whitehall has requested that either the sticker or the vehicle be removed.

Mr Nolan responded advising that as the vehicle is on private property there are some restrictions on Councils capacity to remove it, under certain circumstances it may be possible however Council will take the question on notice and liaise with the relevant authorities.

## ITEMS FOR NOTING

### ASSET AND DEVELOPMENT SERVICES

#### 1. PLANNING AND DEVELOPMENT REPORT

**Katie Gleisner – Manager Planning and Development**

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

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

#### PURPOSE

The purpose of this report is to provide Council with an update on activities within Planning, Development and Regulatory Services, during December 2018.

This report includes four parts:

- Part A: Planning
- Part B: Building
- Part C: Environmental Health
- Part D: Community Safety and Amenities

#### PART A: PLANNING

The planning activity statistics for November and December 2018 are summarised in the table below:-

Month	Applications received	Applications completed	Number of referrals	Requests for further information
November 2018	11	10	3	4
December 2018	2	6	5	3

#### **Key projects**

##### Planning Policy Framework Translation Project

Council's Planning team have attended two working session with the Department of Environment Land Water and Planning (DELWP) to review Councils Local Planning Policy Framework (LPPF), as part of the translation project. This work has involved reviewing the LPPF and Municipal Strategic Statement (MSS) to remove duplication, reconfigure arrangement and improve interpretation. LPPF will be presented to Council for adoption in early 2019.

##### Highway Service Centre

The Planning department has received additional information from the highway service center proponents in accordance with Council's request for further information. The application has now been referred to the relevant statutory parties for consideration and comment. Notice of the application has been published in the Pyrenees Advocate, on Councils web and Facebook pages and written notification has been provided to property owners within a 1.5km radius of the proposed site. The advertisement period closed on the 14<sup>th</sup> of January and at the time of writing this report (07/01/2019), no objections had been received.

### Rainbow Serpent Festival

Council has received an application for a secondary point of access to the Rainbow Serpent Festival site. The application is currently being assessed and will be referred to the relevant authorities. Due to the statutory timeframes associated with the application exceeding the date of the festival, officers will consider a 'temporary consent' to enable the secondary access to be used for the 2019 event.

### **Statutory planning**

For the month of December, 65 general enquiries were received by the Statutory Planning team. The most common of these related to potential dwellings and planning permit requirements.

The estimated cost of works for permits issued during November and December totals \$730,000 and highlights the intended level of future investment within the shire.

### **Strategic issues**

#### Pyrenees Futures

Since October 2018, Council has placed draft framework plans for Snake Valley, Waubra and Lexton on public exhibition. No written submissions have been received however planning staff are keeping a log of verbal feedback. Feedback to date has been positive with particular support for the direction of the plans and the focus on public realm improvements, nurturing a distinct sense of place and creating more vibrant towns. The exhibition of these plans has been extended to the end of January to provide further opportunity for the community to make submissions.

Planning staff are finalising the draft framework plans for Beaufort, Avoca and Raglan and will present these to Council before submitting for public exhibition.

### **Planning summary**

1. Council is observing a consistent level of development interest within the shire.
2. Council is finalising framework plans for six towns, and expecting to commence community engagement on a further 3 plans during 2019, as part of the Pyrenees Futures Project.

### PART B: BUILDING

#### **Activity**

The building activity statistics as at 31/12/2018 are summarised in the table below:

CATEGORY	NUMBER	COMMENT
Permits issued by private Building Surveyor	9	\$1,342,668.00
'Report and Consent' applications processed and issued in accordance with the Building Regulations 2018	2	
'Property Information Certificates' prepared and issued	15	

### **Key projects & compliance**

#### Swimming Pools and Spas

The Building department continues to undertake mandatory inspections of swimming pool and spa safety barriers. Of the inspections undertaken to date, a level of non-compliance has been observed and inspectors have been working with pool owners to ensure that legislation is complied with. Inspections of pool and spa safety barriers will continue throughout the year.



Place of Public Entertainment Occupancy Permits (POPE)

Councils Municipal Building Surveyor has completed an assessment of the Rainbow Serpent Festival POPE application. Council is now working with event organisers to address any outstanding issues and to ensure that the required approvals are obtained.

**Council plan / legislative requirements**

- Council Plan 2013-2017
- *Building Act* 1993
- Building Regulations 2018

**Financial / risk implications**

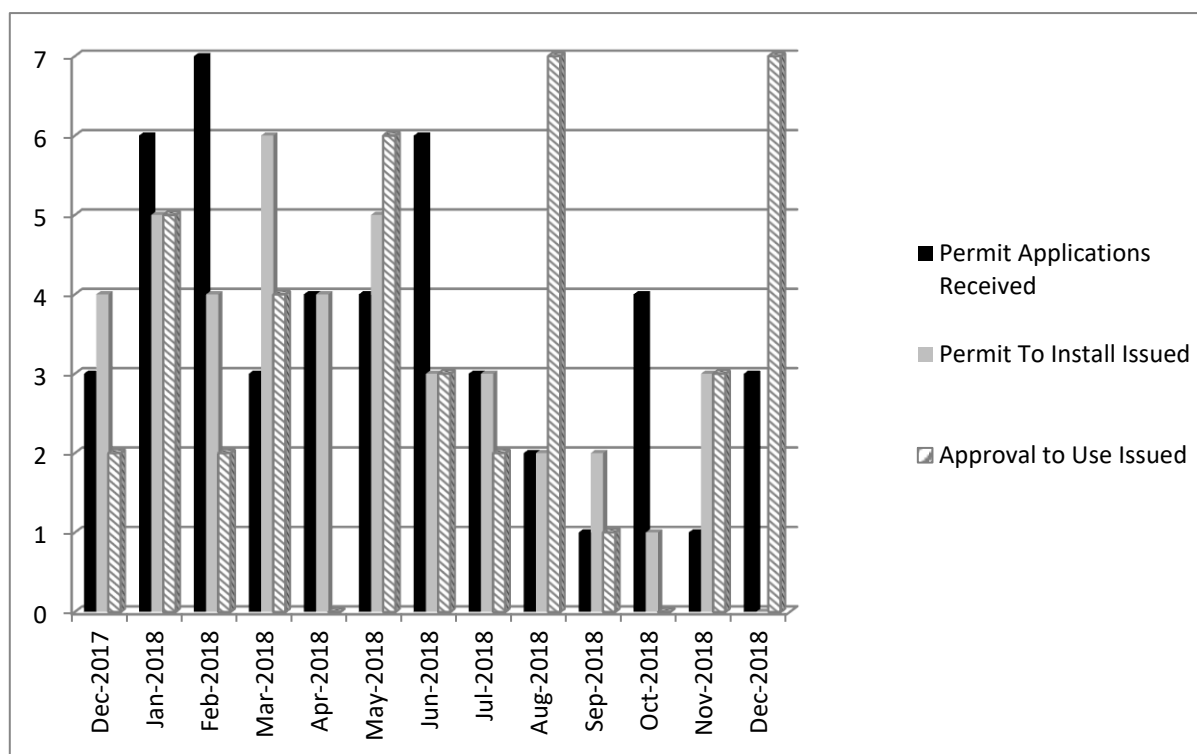
The Municipal Building Surveyor must have regard to any relevant guidelines under the *Building Act* 1993 or subordinate regulations. The building services department must ensure that a responsive service is provided that meets the demand of the building industry within the municipality.

PART C: ENVIRONMENTAL HEALTH

**Activity: wastewater**

Period	Applications to Install New or Alter Existing Septic Tanks Received	Permits to Install Issued	Approval to Use Issued	Fees Paid
1st – 31 <sup>st</sup> Dec 2018	3	0	7	\$950

Wastewater activity statistics for December 2018



Monthly wastewater activity (December 2017 to December 2018)

Period	Septic Tank Inspections	Domestic Wastewater Management Plan (DWMP) Inspections
1st – 31st Dec 2018	9	108

Wastewater related Inspections December 2018

Period	Service Reports Received
1st – 31 <sup>st</sup> Dec 2018	2

Domestic Wastewater Service Agent Report December 2018

### Activity: food, health & accommodation premises

*Food Act 1984 and Public Health and Wellbeing Act 2008* Premises activity statistics for December 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 December 2018	36	3	0	0	0	\$8,404

### Mobile and Temporary Food Premises in the Shire (Streatrader)

Period	New Mobile or Temporary Premises	New Class 4 Notifications	Routine Inspections and Assessments	New Statements of Trade (SOT)	Fees Paid
1st -31st December 2018	1	0	1	18	\$2,725

At 31<sup>st</sup> December 2018, Pyrenees Shire had 35 current registrations with 49 premises registered, 75 low risk notifications and 101 current Statements of Trade (SOT). Renewals have been sent out to all mobile and temporary food vendors for their 2019 registration.

### Activity: immunisations

Immunisation sessions in December were conducted as normal in Beaufort and Avoca as well as opportunistic services performed by the Shire's Maternal Child Health Nurses (MCHN) throughout the month.

Session Type	Number of Clients & Vaccines	2 Month - 4+ Yr Old	Secondary School	Adult
MCHN Opportunistic	Clients	12	0	0
	Vaccines	26	0	0
Beaufort Sessions	Clients	2	0	0
	Vaccines	2	0	0
Avoca Session	Clients	5	0	0
	Vaccines	13	0	0

Immunisation activity statistics for November 2018

### Key projects

- Food, Health and Accommodation registration renewal reminders were sent out in the first week of December with renewals being due by 31<sup>st</sup> of December. Officers are now reconciling renewals to identify unregistered traders. Businesses that continue to trade without registration will be infringed accordingly.
- Implementation of the Domestic Wastewater Management Plan (DWMP) continues with 108 systems inspected during December. An independent audit of the DWMP (strategy document) will begin in January.

### Compliance issues

- ‘Proof of trade inspections’ will be carried out on all food, accommodation and health premises that have not renewed their registration for 2019.
- Officers continue to work with registered premises to ensure ongoing compliance.

### 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 meets the demands of residents within the municipality and complies with legislation.

### Environmental health summary

- EH received one Public Health and Well Being (PHWB) Act Nuisance complaint in relation to noise.
- EH received one complaint regarding a failing wastewater system.

### PART D: LOCAL LAWS AND ANIMAL CONTROL

#### ACTIVITY

	November 2018	December 2018
Cats impounded	4	1
Dogs impounded	3	1
Stock impounded	Goats x 3	0
Infringements issued	4	9
Prosecutions	0	0

Impoundment and infringement statistics

As at 31st December, there were **618 cats** and **2,487 dogs** registered within the municipality. Records show that a further **21 cats** and **22 dogs** have not had their registrations renewed, however this could be due to a transfer of ownership, change of address or the animal has passed away.

### **Key projects**

- The final draft of *General Local Law 2019* closed Friday 4 January 2019 and 1 submission was received.
- Officers continue to investigate a range of complex animal keeping matters.

### **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. Development of *General Local Law 2019* has progressed and is expected to be adopted by Council at its February meeting.
2. New internal processes are being developed to strengthen Council's administration of its Local Laws
3. Council continues to investigate matters of non-compliance across the Shire

## **CORPORATE AND COMMUNITY SERVICES**

### **2. CUSTOMER ACTION REQUESTS – DECEMBER 2018**

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 16/08/04

#### **PURPOSE**

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

Service requests are received for maintenance issues – potholes, road conditions, drainage, signage, slashing and overhanging branches. Additional services were recently added to the CARS system including – pools, local laws, building maintenance and compliance.

Council receives between 400 and 1000 customer action requests per annum.

#### **ISSUE / DISCUSSION**

101 CARS were received in December 2018, a 32% decrease on the previous month. 89 requests were closed in December resulting in 167 outstanding. The larger number of requests received than those closed in December unfortunately resulted in a 6% increase in outstanding requests.

As at the 31<sup>st</sup> December 2018 the status of CARS was as follows:

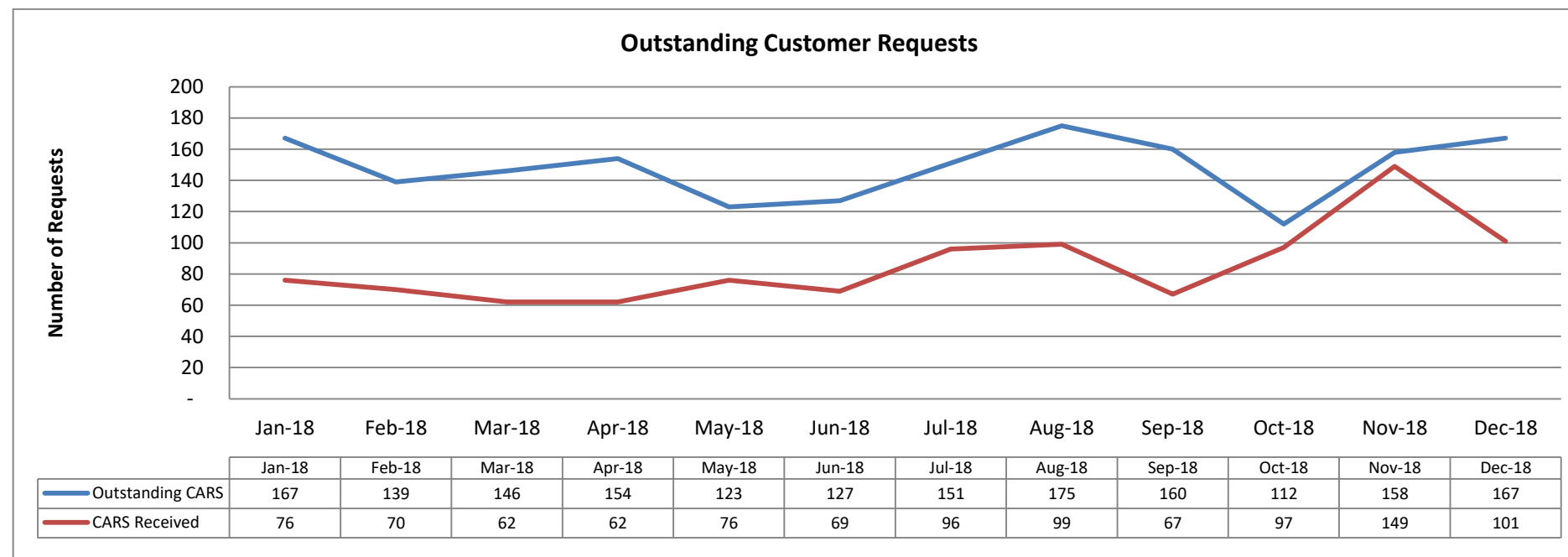
- 33% decrease in 2016 outstanding CARS
- 17% decrease in 2017 outstanding CARS
- 8% increase in 2018 outstanding CARS
- 6% increase on total CARS outstanding
- Of the 167 outstanding CARS 5 relate to natural disasters, a reduction of 3 from the previous month.
- For the month of December 89 CARS were closed

The largest groupings of open CARS requests relate to: Building Maintenance (23), Local Laws (22); and Roadside vegetation (20).

The review of the customer action requests system was completed and a report provided to Council in December 2018. An awareness program is currently underway to encourage staff to update status and action notations to provide a greater clarity on activities where immediate resolution is not practicable.

Reports detailing outstanding CARS are detailed below:

Year	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	% Change
2016 O/S	38	31	29	29	29	24	24	23	21	3	3	2	-33%
2017 O/S	90	56	49	44	38	32	31	30	29	18	12	10	-17%
2018 O/S	39	52	68	81	56	71	96	122	110	91	143	155	8%
Total O/S	167	139	146	154	123	127	151	175	160	112	158	167	6%
Total Received	76	70	62	62	76	69	96	99	67	97	149	101	-32%



<b>Open Requests - Type</b>			
	<b>Nov-18</b>	<b>Dec-18</b>	<b>Change</b>
Roads	15	13	-2
Streetlights	1	1	0
Drainage	14	19	5
Footpaths	6	7	1
Roadside Vegetation	21	20	-1
Environmental Health	0	0	0
Planning	2	2	0
Bld maintenance	17	23	6
Park & Reserves	10	11	1
Local Laws	14	22	8
Fire Hazard	15	2	-13
Bld Compliance	4	4	0
Road Maintenance	19	19	0
Waste Management	1	2	1
Roads Unsealed	4	3	-1
Road Maintenance Unsealed	2	2	0
Cats	1	1	0
Natural Disasters	8	5	-3
Pools	0	0	0
Design & Assets	0	0	0
GIS	0	0	0
Dogs	4	7	3
Livestock Act	0	4	4
<b>Total</b>	<b>158</b>	<b>167</b>	<b>9</b>

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

### Strategic Objective 1 - Leadership

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

## **ATTACHMENTS**

2.1 - CARS Analysis – December 2018

## **FINANCIAL / RISK IMPLICATIONS**

There are no financial implications associated with this report

## **CONCLUSION**

Ongoing focus and effort continues with regard to resolution of customer requests, however a higher level of new requests than those closed has resulted in a 6% increase in outstanding requests. Action is underway to improve status and follow-up notes to create more transparency on actions undertaken prior to final closure.

**OFFICERS RECOMMENDATION**

That Council notes the Customer Action Request update for December 2018.



### **3. AVERAGE RATE CAP 2019-2020 FINANCIAL YEAR**

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 52/04/20

#### **PURPOSE**

The purpose of this report is to inform Council of the rate cap set for the 2019-20 financial year.

#### **BACKGROUND**

The Victorian Government introduced rate capping effective from the 2015-16 financial year. In previous years, the rate cap set ranged between 2.0% and 2.5%.

Where appropriate, councils may apply for higher rate cap consideration under the “Fair Go Rates” system subject to meet certain criteria. At its meeting on 13 November 2018 Pyrenees Shire Council resolved not to apply for a rate cap increase for the 2019-20 financial year.

#### **ISSUE / DISCUSSION**

The Minister for Local Government, the Hon Adem Somyurek MP, announced in December 2018 that the Average Rate Cap (ARC) for the 2019-20 financial year will be 2.5%, applicable to all Victorian councils.

The Minister has set the ARC under section 185D(1) of the *Local Government Act 1989* and the General Order establishing the rate cap for 2019-20 was published in the Government Gazette on 20 December 2018.

#### **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

Under Section 185D(1) of the *Local Government Act 1989* the Minister for Local Government may set an Average Rate Cap for a financial year by publication in the Government Gazette. Victorian councils must adhere to the average rate cap unless in receipt of approval for a rate cap increase.

#### **ATTACHMENTS**

Nil

#### **FINANCIAL / RISK IMPLICATIONS**

Council’s long term financial sustainability has been identified as a high risk for Pyrenees Shire Council.

#### **CONCLUSION**

The Minister for Local Government has set the Average Rate Cap for the 2019-20 financial year at 2.5%.

#### **OFFICER RECOMMENDATION**

That Council notes the Average Rate Cap set for the 2019-20 financial year at 2.5%.

#### 4. COUNCILLOR ACTIVITY REPORTS

<b>Cr David Clark – Ercildoune Ward</b>		
<b>December</b>		
Mon 03	MAV Audit Committee	Teleconference
Thu 06	MAV Risk Management Workshop	Melbourne
Fri 07	MAV Board Meeting	Melbourne
Mon 10	Highlands LLEN committee of management, Ballarat	Ballarat
Tue 11	Councillor Briefing Session	Beaufort
Tue 11	Council meeting, Beaufort	Beaufort
Wed 12	ABC Landline, Wind Farm Development	
Mon 17	Waubra Primary School Graduation night, Waubra	Waubra
Wed 19	Central Victorian Greenhouse Alliance Meeting	Teleconference
<b>January</b>		
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort

<b>Cr Robert Vance – De Cameron Ward</b>		
<b>December</b>		
Tue 4 – Wed 5	Delegation for Advocacy	Canberra
Fri 07	Pyrenees Shire Council against Violence Session	Beaufort
Tue 11	Councillor Briefing Session	Beaufort
Tue 11	Council meeting, Beaufort	Beaufort
Wed 12	CHCV Mayors and CEOs meeting	Ballarat
Thu 13	Ararat Wind Farm Grants Presentation	Ararat
Fri 14	RCV Meeting	Melbourne
Fri 14	Moonambel Primary School Pen Presentation	Moonambel
Sat 15	Farmer Santa Judging	Landsborough
Mon 17	MAV 2018 Mayoral Induction Day	Melbourne
Mon 17	Councillor Dinner	Beaufort
Thu 20	Landsborough Primary School Pen Presentation	Landsborough
<b>January</b>		
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort

<b>Cr Ron Eason – Avoca Ward</b>		
<b>December</b>		
Tue 11	Councillor Briefing Session	Beaufort
Tue 11	Council meeting, Beaufort	Beaufort
Wed 12	AGM Senior Citizens	Avoca
Fri 14	Amphitheatre Primary School Grade 6 Student Pen Presentation	Amphitheatre

Mon 17	Councillor Dinner	Beaufort
Thu 20	Avoca Primary School Grade 6 Student Pen Presentation	Avoca
<b>January</b>		
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort

<b>Cr Tanya Kehoe - Mount Emu Ward</b>		
<b>December</b>		
Mon 10	Snake Valley Progress Network Breakup	Snake Valley
Tue 11	Councillor Briefing Session	Beaufort
Tue 11	Council Meeting	Beaufort
Wed 12	Snake Valley Primary School Community Consultation	Snake Valley
Thu 13	Snake Valley Primary School Grade 6 Student Pen Presentation	Snake Valley
Mon 17	Councillor Dinner	Beaufort
<b>January</b>		
Thu 10	Meeting with residents	Snake Valley
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort

<b>Cr Damian Ferrari - Beaufort Ward</b>		
<b>December</b>		
Tue 11	Councillor Briefing Session	Beaufort
Tue 11	Council meeting, Beaufort	Beaufort
<b>January</b>		
Tue 15	Councillor Briefing Session	Beaufort
Tue 15	Council Meeting	Beaufort

## 5. ASSEMBLY OF COUNCILLORS

<b>MEETING INFORMATION</b>			
Meeting Name	Councillor Briefing Session		
Meeting Date	11 December 2018 commenced at 11.00am and closed at 5.45pm		
Meeting Location	Beaufort Council Chambers - 5 Lawrence Street, Beaufort		
Matters Discussed	<ol style="list-style-type: none"> <li>1. <b>Tour of Stockyard Hill Wind Farm</b></li> <li>2. <b>Visit to Beaufort Community Resource Centre</b></li> <li>3. <b>Community Grants</b></li> <li>4. <b>Visit by Acciona</b></li> <li>5. <b>Presentation by Ray Ellis</b></li> <li>6. <b>Visit by VLine</b></li> <li>7. <b>Rating Strategy Update</b></li> <li>8. <b>Council Agenda Review</b></li> </ol>		
<b>ATTENDEES</b>			
Councillors	Mayor Cr Robert Vance Cr David Clark Cr Ron Eason (from 1.30pm) Cr Tanya Kehoe (from 1.30pm) Cr Damian Ferrari (from 2.00pm)		
Apologies	Douglas Gowans (Director Asset and Development Services)		
Staff	Jim Nolan (Chief Executive Officer) Kathy Bramwell (Director Corporate and Community Services) Katie Gleisner (Manager Planning and Development) Ray Davies (Manager Economic Development & Tourism) – Item 2 Peter O'Rourke (Library Services and Resource Centres Coordinator) – Item 2 Martin Walmsley (Manager Community Wellbeing) – Item 3 Alex Kelly (Student Placement) – Item 3 Jane Bowker (EA to CEO and Councillors) – Item 5 Shana Johnny (Manager Finance) – Item 7 April Ure (Property Revenue Officer) – Item 7		
Visitors	Eric Caesar, Acciona General Manager Operations and Kirsten Lee, Acciona – Item 4 Ray Ellis – Item 5 Jason Murray, VLine, Garry Button, CEO Transport for Victoria (TfV), Michael Waters, VLine, Nick Sorelli, VLine (Project Director) and Angela Draxagollo, Transport for Victoria (TfV) – Item 6		
<b>CONFLICT OF INTEREST DISCLOSURES</b>			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

**CR CLARK / CR EASON**

That the items for noting be received.

**CARRIED**

## ITEMS FOR DECISION

### ECONOMIC DEVELOPMENT AND TOURISM

#### 6. ECONOMIC DEVELOPMENT AND TOURISM UPDATE

**Ray Davies – Manager Economic Development and Tourism**

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

**File No:** 22/02/02

#### PURPOSE

The purpose of this report is to update council on activities undertaken to implement the priority actions in the Pyrenees Shire Council Growth Strategy and Tourism Strategy

#### BACKGROUND

Council Plan strategic objective five for Development and Environment states that *“we will undertake forward planning, and facilitate growth in our local economy while protecting key natural and built environments.”*

The plan also indicates that council will:-

*“Grow the economy by implementing the Pyrenees Shire Council Growth Strategy”* and

*“Increase the visitor economy by implementing the Pyrenees Shire Council Tourism Strategy”.*

Councils Growth Strategy identifies three objectives to facilitate economic development and growth in Pyrenees Shire being:-

- Attract new residents, visitors and investment
- Foster the capability of key economic sectors
- Develop local business and employee capability

The Pyrenees Shire Council Tourism Strategy 2016-2019 aims to increase visitation and yield (expenditure) by visitors year-round throughout the shire.

The Growth Strategy identifies Agriculture, Wine Manufacturing and Construction as key propulsive sectors within the Shire and acknowledges the role of tourism in achieving the three key objectives of the strategy.

Table one summarises Remplan economic data for all industries within the Shire and population data over the past three years while Table two focuses on the key propulsive sectors and tourism.

Other major employment sectors within the Shire include Public Administration and Safety, Health Care and Social Assistance and Education and Training.

The purpose of table two is to illustrate the contributions of the three major propulsive sectors and tourism to the Shires economy. It should be noted also that there is a close relationship between the wine manufacturing and tourism sector due to the attraction of visitors to cellar doors and various events held both at individual wineries and the collective of wine businesses that comprise the Pyrenees Grapegrowers and Winemakers Association Marketing Group.

Furthermore there will be viticultural jobs included in the agricultural industry employment statistics which are included within “Other Agriculture”. Job numbers for Other Agriculture” were 49 as of the April 2016 data and 36 for June 2018.

**Table 1**

<b>Data release dates</b>	<b>April 2016 (2015 data)</b>	<b>Dec 2016</b>	<b>June 2018 (2017 data)</b>
Output	\$443M	\$468M	\$534M
Employment	1667 jobs	1667 jobs	2001 jobs
Wages and Salaries	\$84.8M	\$87M	\$107.4M
Value Add	\$217.5M	\$219.8M	\$251.6M
Gross Regional Product	\$242.6M	\$250.6M	\$282.9M
Gross Regional Product per worker	\$145.52	\$150.33	\$141.4
Australian Bureau of Statistics Estimated Resident Population	7179	7316	7359

**Table 2**

<b>Data release dates</b>	<b>April 2016 (2015 data)</b>	<b>Dec 2016</b>	<b>June 2018 (2017 data)</b>
<b>Agriculture</b>			
Output	\$114M	\$129.8M	\$156.7M
Employment	542	542	589
<b>Wine Manufacturing</b>			
Output	\$63.5M	\$63.5M	61M
Employment	120	120	131
<b>Construction</b>			
Output	\$56.2M	\$57.8M	\$72.6M
Employment	118	118	134
<b>Tourism</b>			
Output	\$28.9M	\$32.7M	\$31.6M
Employment	128	140	144

## **Economic Development Activities**

### **Economic Development/Growth Strategy**

Councils 2015-18 Growth Strategy was adopted by Council 9 June 2015 and is due to be updated in 2019.

Strategic updates generally include a review of the existing strategy and take into account a range of factors influencing and likely to influence the local economy and population growth including but not exclusive to:-

1. The Opportunities Pyrenees, Ararat and Northern Grampians (OPAN) project to develop the regions workforce in response to private sector demand for workers in the region. This is estimated to add 1,000 new direct jobs with a further 1,000- indirect jobs resulting from the flow on effects into the economy

2. Population growth. According to ABS Estimated Resident Population data the Shire's population has increased from 6,759 people in 2011 to 7,359 in 2017 or on average 100 additional residents per year. Assuming the population continues to increase at this rate over coming years then the population of the Shire will reach around 8,700 by 2030 and 10,000 by 2043. However, there is evidence emerging such as that which OPAN is responding to, which could see a population of 10,000 people being reached far earlier than 2043. The revised Growth Strategy will likely need to consider further research into this area and assist inform Council of the likely demand for residential developments, growth of the commercial sectors in the larger towns and those that are within an easy commuting distance from Ballarat and the necessity for further industrial land development
3. The flow on effects of the impact of Ballarat's population growth which according to the City of Ballarat 2015-19 Economic Program is expected to reach 140,000- by 2031. Ballarat's Estimated Resident Population as at 2017 was 105,438 indicating there is estimated to be a 37% population increase between 2017 and 2031. The 2016 Census data informs that of the 2,847- residents of the Pyrenees that were in the workforce at that time 811 of them (28.5%) commute from the Shire to Ballarat for work. Likewise there will be a number of students who commute from the Shire to Ballarat. These statistics illustrate that there are a number of families who make lifestyle choices to live in the Pyrenees while working at larger centres and in particular Ballarat
4. Detailed economic analysis of the future impact of a highway bypass on the Beaufort retail and commercial sector
5. Infrastructure requirements for efficient movement of agricultural and viticultural produce to markets
6. The investment opportunities created through the construction of the East Grampians Pipeline Project
7. Renewable energy opportunities that support local communities including wind, solar and bioenergy
8. Adaptation to changing climactic conditions by the agriculture and viticulture sector requiring support through regional networks and State Government agencies that support primary production and the agribusiness supply chains
9. Nurturing the growth of the tourism sector which supports the aspiration of Council to attract new residents, visitors and investment, one of the three key objectives outlined in the 2015-18 Growth Strategy.

Further investigations are required as to the scope and cost of the proposed strategy which are being investigated for inclusion in the 2019-20 draft budget.

#### Straw to Energy Project

Two pilot projects have developed out of the works undertaken with nine of the regions farmers for the "Straw Project" as reported to Council in October 2018.

These are:-

1. The Skipton Hospital Straw Heating Project with a value of \$315,262-. Council endorsed an application for funding of the project made through the State Governments Renewable Communities Program at the October 2018 Council meeting. Advice has been received in late December that this grant has been approved. Councils' commitment to the project is \$10,000- in kind for project management work.
2. A combined heat and power system that will supply the electricity, heating and cooling for the AME Systems Factory at Ararat with a project value of approximately \$800,000-.



Council has been advocating for funding of the AME and the Skipton hospital project for some time and applications for the AME proposal are presently being developed through State and Commonwealth Government Departments. As with the Skipton Hospital it is envisaged that an in kind project management component will be required from Council with these costs likely to be up to \$25,000-. Based on the technology identified in the business case, the funding mix sought is likely to be in the order of \$200,000- through Regional Development Victoria and \$400,000- through the Australian Renewable Energy Agency (ARENA) with the balance of funds from the company itself.

#### East Grampians Water Supply

Council has been advocating at both State and Federal levels of government for funding of this \$85.2M project and funding by the Victorian Government has now been secured after the Victorian Government confirmed its \$32M commitment to the project in April 2018. This has allowed the project to commence on a reduced scale pending support of a further \$32M by the Commonwealth which is required to allow the entire project to be delivered.

The project will build 1,600 kilometres of stock and domestic pipeline that may service up to 1,500 properties over an area of 530,000- hectares of land in the Grampians region – delivering secure water supply to properties and farmers who currently have to rely on their own dams and carting water.

Council maintains representation on the Project Steering Committee and a Community Reference Group by the author of this report.

#### Moonambel Water Supply

Following completion of Concept Designs for the water supply project in the first half of 2018 consultants were engaged by Council in the second half of the year to complete a business case for this project.

The business case will provide support for funding applications as opportunities arise through the State and Federal Governments.

Final drafts of the business case are being reviewed at the time of developing this report.

#### Beaufort Lake Caravan Park

The patronage of Beaufort Lake Caravan Park has continued to increase following Councils investment in new cabins in 2014 which was in response to Councils endorsement of the 2013 Caravan Park Masterplan.

Other improvements in 2014 included renovations to the amenities block, installation of new powerheads, replacement of some aging electric hot water systems with instant gas hot water systems and improvements to drainage.

The current year sees a continuation of the trend of increasing patronage at the park which is illustrated by tables three and four below.

The bookings data for the past four calendar years for Beaufort Lake Caravan Park are provided in Table 3.

**Table 3**  
**Summary of bookings data**

Year	Bookings	Days	Occupancy	Income	Ave Days
2015	1420	5358	20.4%	\$144,591-	3.77
2016	1510	6007	22.8%	\$170,734-	3.98
2017	1874	6787	25.8%	\$192,661-	3.62
2018	2109	8846	33.7%	\$242972-	4.19

Income received by Council for the financial year to date at 31 December compared to the same period in the previous four financial years is presented in Table 4.

**Table 4**  
**Income received**

	2014	2015	2016	2017	2018
1 July – 31 December	\$39945	\$64506	\$74708	\$81017	\$96540

It is pleasing to observe that caravan park earnings have continued the trend of increased occupancy.

## **Tourism**

### **Grampians Region Cycle Strategy**

The Grampians Region Cycle Strategy involved all Local Governments comprising the Grampians Region, Grampians Tourism and Visit Ballarat, with Wimmera Development Association appointed to lead the project.

The aim of the Masterplan was to establish the Grampians RDV Region as a premier tourism destination for cycling and related experiences by establishing a 10 year masterplan for development of tracks and trails in the region.

The document also provides a “Trail Implementation” framework with associated estimates of costs.

The Masterplan adopts a structure of three tiers according to the priority of each project.

The following table provides an excerpt from the Masterplan of projects for Pyrenees Shire:-

TIER	Title	Type	Theme	Project Lead	Cost estimate	Timeframe
2	St Arnaud to Moonambel	Recreational trail	New and enhanced township focused cycle infrastructure projects	NGSC	N/A	2020-26
3	Beaufort township trails	Recreational trail	New and enhanced township focused cycle infrastructure projects	PSC	N/A	2020-22

1	Pyrenees Wine Cycle Trail	Recreational Cycling	New and enhanced iconic cycling experiences	PSC	N/A	2018-22
2	Pyrenees State Forest Destination Mountain Bike Park	Mountain biking	New and enhanced iconic cycling experiences	PSC	\$2M	2020-24
2	Mt Buangor and Mt Cole State Forest	Mountain biking	New and enhanced iconic cycling experiences		\$3M	2024-30
2	St Arnaud Mountain Bike Loop	Mountain biking	New and enhanced township focused cycle infrastructure projects	NGSC	N/A	2020-24

The Masterplan also includes a 100km Mount Avoca loop ride which begins in and finishes at Avoca with a climb of 590 metres.

#### Grampians Pyrenees Wine and Culinary Masterplan

The Masterplan is a collaborative project between Visit Ballarat, Grampians Tourism, Grampians Winemakers, Pyrenees Grapegrowers and Winemakers, Horsham Rural City Council, Northern Grampians Shire Council, Ararat Rural City Council and Pyrenees Shire Council.

The masterplan was developed through funding under round one of the Wine Growth Fund and a project manager appointed mid 2018 following further funding through Wine Growth Fund round two. Visit Ballarat submitted an application on behalf of the relevant stakeholders for funding under round three of the Victorian Government's Wine Growth Fund in September 2018. The purpose of the funding bid is to enable a continuation of the tenure of the Project Manager and to allocate funds towards product development, branding and marketing.

While a result of this submission is anticipated shortly the project manager is in the meantime coordinating an audit of regional digital platforms to assess the need for and identify any improvements, and the development of a regional taste trail with relevant signage, promotional material and print collateral.

Coinciding with the work on the Masterplan is the work that Councils Tourism Officer has been undertaking to support a newly established committee for a regional food network. This network was an outcome of a workshop initiated by the Economic Development Unit held in November 2017 and has been followed by subsequent events hosted by Pyrenees Shire in February and May of 2018.

#### Events

During 2018 the Events Officer administered 42 events requiring some form of regulatory approvals by Council.

Planning for the Rainbow Serpent Festival and the regulatory requirements is a matter of focus at present with an Australia Day Market also scheduled in Beaufort over the Australia Day Weekend.

Council is also due to take its turn to host the Grampians Pyrenees Business Awards (a partnership including Ararat Rural City Council and Northern Grampians Shire Council) in 2019 and preliminary planning for the awards by the Events Officer is currently under way.

The awards occur on a biennial basis and are a means of encouraging businesses to undertake a review and future planning of their operations as part of the application process. Awards categories have also been included in previous years to trainee or cadet of the year, employee of the year, best community festival and best tourism event.

The launch of the awards is traditionally during May with the celebration of the winners at the awards dinner being due towards the end of October.

### **ISSUE / DISCUSSION**

The projects that have been reported in this agenda item that are expected to require additional commitments from Council in terms of resources are:-

- 1 The Economic Development Strategy. This is an integral document to the Economic Development Team and Council both in terms of identifying priorities and the resources required to deliver appropriate projects and to provide as evidence to support bids for funding from time to time. Quotes are yet to be obtained to inform the 2019-20 budget bids for this work
- 2 Application by Council of in kind support for the Straw Project pilot project at AME Systems of up to \$25,000-.
- 3 Progressing projects identified in the Grampians Region Cycle Strategy. Some further consideration is required to prioritise and analyse the resourcing for the delivery of the tracks and trails identified in the masterplan requiring a more detailed report to Council.

### **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

5.3 - Grow the economy by implementing the Pyrenees Shire Council Growth Strategy.

### **ATTACHMENTS**

Nil

### **FINANCIAL / RISK IMPLICATIONS**

The financial implications for the relevant projects are summarised as follows:-

- The economic development strategy requires further scoping and for indicative quotes to be obtained as outlined earlier in this report. These will be used to inform a bid within the 2019-20 budget
- An in kind commitment of up to \$25,000 for officer time is envisaged with the Straw Project combined heat and power proposal at AME Systems
- Allowance has been made within Councils Long Term Financial Plan for a contribution of \$470,000- towards the capital component of the Moonambel Water Supply
- Consideration of contributions towards progressing one or more of the cycle projects from the Grampians Region Cycle Masterplan.

**CR KEHOE / CR FERRARI**

That Council:

1. Endorses applications be completed to relevant Departments of each of the State and Commonwealth Governments for funding of the pilot combined heat and power system at AME Systems Ararat allowing for in kind contributions of up to \$25,000-
2. Continues its advocacy to the Federal Government for funding of the East Grampians Water Supply Project
3. Maintains provision for a \$470,000 contribution for the Moonambel Water Supply Scheme within its Long Term Financial Plan.

**CARRIED**

## ASSET AND DEVELOPMENT SERVICES - PLANNING

### 7. COMBINED PLANNING SCHEME AMENDMENT C44 AND PA2685/17

Helen Swadling – Planning Officer

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

**File No:** 407003760P

#### PURPOSE

The purpose of this report is to confirm Council's intent to proceed with its December 2017 resolution, regarding a proposed Planning Scheme Amendment C44 ("**C44**") and subdivision for 56A Wilcar Drive, Waubra.

#### BACKGROUND

In November 2017, Council received a combined planning scheme amendment and permit application, from Southern Cross Town Planning, on behalf of Pyrenees Shire Council. The application was lodged under Section 96A of the *Planning and Environment Act 1987* ("**Act**") and proposed to:

- Rezone land at 56A Wilcar Drive in Waubra from Public Use Zone 1 ("**PUZ1**") to Rural Living Zone ("**RLZ**");
- Remove the "Reserve" designation from the title; and
- Subdivide the holding into two lots.

At Council's December 2017 meeting, it was resolved that Council seek Ministerial Authorisation to prepare combined Planning Scheme Amendment and Planning Permit Application; and place the combined amendment and application on public exhibition following receipt of Ministerial authorisation.

Amendment C44 seeks to rezone the land to reflect the end of its use for public utilities and rezone the land to RLZ in order to facilitate development in line with surrounding rural living developments to the north and east.

Due to a change in staffing personnel and a temporary adjustment of priorities, Council's 2017 resolution has not yet been actioned.

#### SITE AND CONTEXT

The site is a 4.15ha "arrow-shaped" reserve with access onto Wilcar Drive at its north-eastern corner. The site is 425m deep with a fall to the north-east, and sits on a hill above Waubra, providing far-reaching views over the township and surrounds.

The site subject to the application comprises two zones: The access strip is zoned RLZ, reflecting the zoning of properties to the north and east, while the bulk of the lot is zoned PUZ1 which reflects its historical use for water storage tanks.

The north-east boundary of the site adjoins 'Waubra Heights Estate' which is zoned RLZ and comprises lots 1-2ha in size. The western and southern boundaries adjoin Farming Zoned land which is used for grazing.

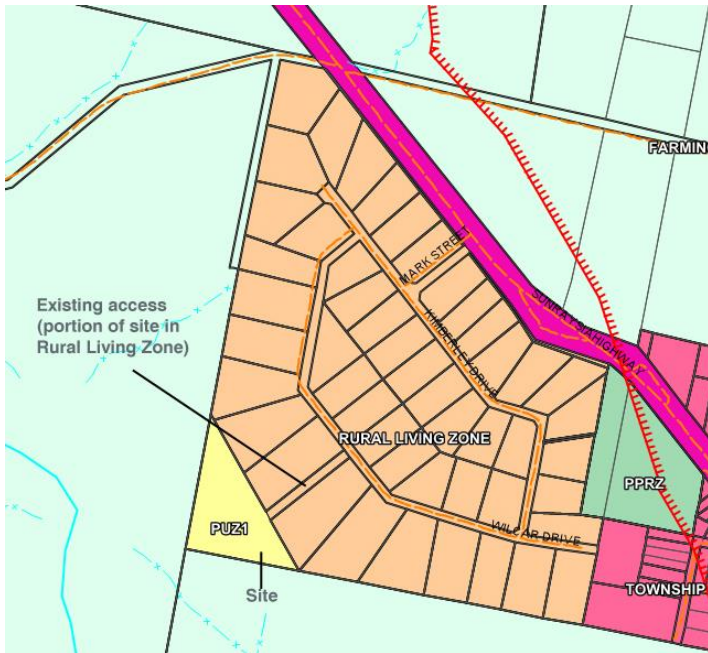


Figure 1: Map showing the RLZ of surrounding land and the driveway portion of 56A Wilcar Drive, and the PUZ1 applying to the bulk of the site.

The site is Council-owned land, reserved for ‘municipal purposes’ and formerly used by Central Highlands Water to support water supply. The PUZ1 zoning reflects this former use.

### ISSUE / DISCUSSION

This proposal is being run as a combined planning scheme amendment and permit application under Section 96A of the Planning & Environment Act. The application seeks to rezone the land; and to seek a planning permit to remove the reservation status (pursuant to Clause 52.02 of the Scheme) and to subdivide it into two lots (under the RLZ).

The planning matters to be resolved through this process include:

- Whether there is sufficient strategic support for the proposal; including State and local policies of the Scheme; and
- Whether the proposal integrates suitably with surrounding land uses.

Rezoning the site as RLZ would complement the surrounding RLZ land and allow the site to integrate into the surrounding Waubra Heights Estate, while providing appropriate access to infrastructure and services.

The reference **C44** is derived from the Victorian Planning Amendment Register. Previous correspondence on this matter referenced **C43**, however this reference has since been allocated to another amendment and is no longer available for use on this matter.

### REFERRALS AND NOTICE

To proceed with this application, Council will be required to place the matter on public exhibition for no less than four weeks with advertisements in local media. Council then must consider any submissions lodged to the amendment, with the potential that they will need to be referred to an independent Planning Panel appointed by the Minister for Planning.

### **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

5.1 - Provide efficient and effective land use planning, ensuring local policies within the Pyrenees Planning Scheme remain relevant and forward looking.

This application also meets Council's obligations as Responsible Authority for assessing applications under the *Planning and Environment Act 1987*.

### **ATTACHMENTS**

- 7.1 Copy of Planning Scheme Amendment documentation – *circulated separately*
- 7.2 Copy of Planning Permit application – *circulated separately*

### **FINANCIAL / RISK IMPLICATIONS**

As the applicant, Council will be required to finance the administrative and survey elements of the permit application and the Planning Scheme Amendment process. Council will also be liable for any costs associated with the establishment of an independent planning panel, should one be required to hear submissions on the proposal. These costs are estimated at \$9,000 plus an additional \$15,000 for the possible independent planning panel.

Should the scheme amendment and planning permit be achieved, then Council would be in a position to offset the expenses incurred with proceeds from the sale of the land which has been deemed surplus to Council needs.

### **CONCLUSION**

The detailed merits of the application should appropriately be tested through the planning scheme amendment process. It is recommended that Council seek Ministerial authorisation to prepare Planning Scheme Amendment C44 and Planning Permit Application PA2685/17 and exhibit the combined amendment and permit application for a period of one month following receipt of Ministerial authorisation.

### **CR CLARK / CR KEHOE**

That Council confirms its commitment to proceed with the December 2017 resolution, by seeking:

- Ministerial Authorisation to prepare combined Planning Scheme Amendment and Planning Permit Application; and
- Place the combined amendment and application on public exhibition following receipt of Ministerial authorisation.

**CARRIED**



## 8. PA2660/17 RESERVE NO.1 PITTONG-SNAKE VALLEY ROAD, SNAKE VALLEY

Helen Swadling – Planning Officer

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

**File No:** 710010974P

### PURPOSE

The purpose of this report is to provide Council with an update on the progress of planning permit application PA2660/17 and to seek endorsement to proceed with the application and commence mediation.

### BACKGROUND

In August 2017, Council received a planning permit application from Southern Cross Town Planning, on behalf of Pyrenees Shire Council, lodged under Section 24A of the *Subdivision Act 1988* (“Act”), proposing to:

- Remove the “Reserve” designation from the title; and
- Use and develop the land for a dwelling and ancillary works

Written notification of the application was provided to seven (7) neighbouring land owners and an A3 notice was attached to the subject property. The application was also advertised in the Pyrenees Advocate.

Council received twelve (12) submissions from surrounding land holders during the notice period, objecting to the proposed use and development. Reasons for objection included claims of administrative error in the application, a need for residents of Cochrane Drive to utilise the reserve as an escape route during emergencies, a perception that the land was gifted to the people in good faith and should therefore remain available to the public and that the reserve supports a range of passive recreation activities including horse-riding and walking.

At Council’s Snake Valley ‘Community Cuppa’ session in February 2018, locals raised the application with Councillors which resulted in a site inspection and a further 11 notices being sent to residents.

The site has remained vacant since the neighbouring subdivision was approved in 1986, when it was set aside for public open space.

### SITE AND CONTEXT

The site is a 12.26ha Council owned ‘municipal purposes’ reserve which fronts Pittong-Snake Valley Road, Snake Valley and is located approximately 1.5km south west of the Snake Valley township. The land is zoned Rural Living (“RLZ”) with a Bushfire Management Overlay (“BMO”) which is consistent with the zone and overlay controls of the surrounding land.



Figure 1: Map showing the RLZ of surrounding land and the proposed site for the dwelling and removal of reserve status.

### ISSUE / DISCUSSION

The permit application seeks to:

- Use and develop the subject land for a dwelling; and
- Remove a restrictive covenant.

It is Council procedure to manage planning disputes by offering to facilitate a mediation session between the applicant and objector. These sessions are typically chaired by the Responsible Authority and provide an opportunity for contentious issues to be discussed in a safe, productive and professional manner.

In this situation, Council is the Responsible Authority as well as the Applicant and would not be in an independent position to facilitate a mediation session.

To proceed with this application, Council should engage an independent consultant to facilitate a mediation session between the applicant and the objectors.

### COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

5.1 - Provide efficient and effective land use planning, ensuring local policies within the Pyrenees Planning Scheme remain relevant and forward looking.

This application also meets Council's obligations as Responsible Authority for assessing applications under the Planning and Environment Act 1987.

## ATTACHMENTS

- 8.1 Copy of Planning Permit application – *circulated separately*
- 8.2 Copy of submissions – *circulated separately*

## FINANCIAL / RISK IMPLICATIONS

As the applicant, Council will be required to finance the administrative costs associated with the planning permit application.

Council will also be required to fund an independent mediation facilitator.

In the instance that the planning permit application is approved, Council would be required to invest any proceeds of any sale from the site in public space or public facilities as required by Section 24A of the *Subdivision Act 1988*.

## CONCLUSION

The detailed merits of the application will be tested through the planning assessment process under the *Planning & Environmental Act 1987*

## OFFICER RECOMMENDATION

That Council:

1. Proceeds with the planning permit application to:
  - Use and development the land for a dwelling;
  - and/or remove a restrictive covenant; and
2. Engages an independent mediator to facilitate a mediation session between the applicant and the objectors.

## CR CLARK / CR KEHOE

1. That a further report be presented to the February 2019 meeting of Council.

**CARRIED**

The Mayor noted that the Snake Valley community group had prepared a management plan for the site, and that it would be appropriate for officers to consider the plan prior to reporting back to Council.

## CORPORATE AND COMMUNITY SERVICES

### 9. COMMUNITY GRANTS – ROUND 2 2018/2019

**Martin Walmsley – Manager Community Wellbeing**

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

**File No:** 32/14/35

#### PURPOSE

The purpose of this report is for Council to consider the allocation of Round 2 of the 2018/19 Community Grants Program and Round 2 of the 2018/19 Community Capital Grants Program.

#### BACKGROUND

##### **Community and Community Capital Grants:**

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

- Community Grants  
Grants of up to \$1,500 for programs and equipment  
Grants of up to \$750 for events
- Community Capital Grants  
Grants of up to \$5,000 for projects identified as a priority in the Community Action Plan.

#### ISSUE / DISCUSSION

##### **Community and Community Capital Grants:**

Council allocated \$40,000 in the 2018/19 Budget to fund the Community Grants Program and \$50,000 to fund the Community Capital Grants program. Community Grants are provided across two streams, through two funding rounds annually.

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

##### Community Grants

\$40,000 was allocated to the Community Grants Program for the 2018/19 financial year.

In Round 1 of the 2018/19 Community Grants Program, Grants were awarded to the value of \$12,341 resulting in a surplus of \$6,159.

In Round 2 of the 2018/19 Community Grants Program, Council received eight applications seeking \$8,356 proposing to deliver a total of \$21,252 in projects across the municipality.

##### Community Capital Grants

\$50,000 was allocated to the Community Capital Grants Program for the 2018/19 financial year.

In Round 1 of the 2018/19 Community Capital Grants Program, Grants were awarded to the value of \$17,311 resulting in a surplus of \$7,689.

Council received three applications into Round 2 of Community Capital Grants, seeking \$14,353 to deliver a total of \$80,010 in projects across the municipality.

Council reviewed the applications at its Briefing Session on 11 December 2018.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

Strategic Objective 2 - Community

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

## **ATTACHMENTS**

- 9.1 Pyrenees Shire Council Community Grants and Community Capital Grants Guidelines – *circulated separately*
- 9.2 Community Grant Applications – *circulated separately*
- 9.3 Community Capital Grant Applications – *circulated separately*

## **FINANCIAL / RISK IMPLICATIONS**

The 2018/19 budget provides for \$90,000 to be allocated to approved Community Grants in two rounds, across two streams, conducted during the financial year. Grants are allocated to Community Grant applications that meet the criteria specified in Council's Community Grants Policy and Council's Community Capital Grants Policy.

## **CONCLUSION**

Council allocated \$90,000 in its 2018/19 Budget to fund the Community Grants Program.

### Community Grants

Round 2 of the Community Grants Program was advertised on 1 October 2018. Eight applications were received seeking funding of \$8,356.

Council reviewed the applications at its briefing session on 11 December 2018. It is proposed to allocate \$8,356 in Round 1 of the Community Grants Program, leaving a balance of \$17,803 to be allocated in future Rounds. The proposed allocation of Round 2 is as per the Officer's recommendation, a number with special conditions.

### Community Capital Grants

Council allocated \$50,000 in its 2018/19 Budget to fund the Community Capital Grants. Round 1 of the Community Capital Grants was advertised on 1 October 2018. Three applications were received seeking funding of \$14,358.

Council reviewed the applications at its briefing session on 11 December 2018. It is proposed to allocate \$14,358 in Round 2 leaving a balance of \$18,331 to be allocated in future Rounds. The proposed allocation of Round 2 is as per the Officer's recommendation.

## OFFICER RECOMMENDATION

That Council approves the following allocation of Round 2 - 2018/19 Community Grants:

<b>Group Name</b>	<b>Amount Approved</b>
1 <sup>st</sup> Beaufort Scout Group	\$917
Advance Avoca Inc.	\$300
Avoca Children's Centre – <i>Special conditions</i> – that the applicant consult with other Centre tenants regarding the funding proposal and that all equipment remain the property of the Avoca Children's Centre.	\$1,500
Beaufort and District Little Athletics	\$459
Beaufort Golf Club	\$1,500
Raglan Hall and Recreation Reserve Committee	\$1,500
Waterloo Community – <i>Special conditions</i> – that a local community group auspice the grant.	\$680
Trawalla Hall & Recreation Reserve	\$1,500
<b>Total</b>	<b>\$8,356</b>

That Council approves the following allocation of Round 2 - 2018/19 Community Capital Grants:

<b>Group Name</b>	<b>Amount Approved</b>
Advance Avoca Inc.	\$5,000
Avoca Sporting and Recreation Committee of Management Inc.	\$5,000
Landsborough and District Historical Group Inc.	\$4,358
<b>Total</b>	<b>\$14,358</b>

**CR CLARK / CR KEHOE**

1. That Council approves the following allocation of Round 2 - 2018/19 Community Grants:

<b>Group Name</b>	<b>Amount Approved</b>
1 <sup>st</sup> Beaufort Scout Group	\$917
Advance Avoca Inc.	\$300
Avoca Children's Centre – <i>Special conditions</i> – that the applicant consult with other Centre tenants regarding the funding proposal and that all equipment remain the property of the Avoca Children's Centre.	\$1,500
Beaufort and District Little Athletics	\$459
Beaufort Golf Club	\$1,500
Raglan Hall and Recreation Reserve Committee	\$1,500
Waterloo Community – <i>Special conditions</i> – that a local community group auspice the grant.	\$680
Trawalla Hall & Recreation Reserve	\$1,500
<b>Total</b>	<b>\$8,356</b>

2. That Council approves the following allocation of Round 2 - 2018/19 Community Capital Grants:

<b>Group Name</b>	<b>Amount Approved</b>
Advance Avoca Inc.	\$5,000
Avoca Sporting and Recreation Committee of Management Inc.	\$5,000
<b>Total</b>	<b>\$10,000</b>

3. That the application by Landsborough and District Historical Group Inc. under Round 2 - 2018/19 Community Capital Grant be placed on hold and further considered at the February 2019 meeting of Council.

**CARRIED**

## 10. RATING STRATEGY 2019

**Kathy Bramwell – Director Corporate & Community Services**

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

**File No:** 52/04/02

### PURPOSE

The purpose of this report is for Council to adopt the Rating Strategy 2019.

### BACKGROUND

Council, at its December 2016 meeting, determined to undertake a review of its rate strategy. The last comprehensive review was in 2013/14.

The Rating Strategy explains how Council determines what money will be raised from different types of properties within the municipality, while acknowledging the difficulties in linking property values to an assumption about the individual ability to pay.

Good governance requires Council to provide ongoing or periodic monitoring and review of the impact of major decisions. Over time policies and other circumstances are subject to refinement and change. It is therefore incumbent upon Council to evaluate on a regular basis whether the current rating system best satisfies the legislative objectives to which it must have regard and other objectives which Council believes are relevant.

A series of meetings were held with Councillors to discuss the current rating structure and the various options available to Council to alter that structure, while ensuring that legislative requirements to levy the rate burden in an equitable manner were met.

Public consultation was undertaken with the Pyrenees Shire community through the OurSay public feedback forum, community survey and face-to-face community sessions held in Avoca, Lexton, Landsborough, Beaufort and Snake Valley. Other consultation was conducted with external agencies including the Victorian Farmers Federation, Avoca Business Association, Beaufort Business Association and Trust for Nature.

The draft Rating Strategy 2019 has been completed and explains the issues and rationale for applying rates and how the rate burden is shared by the community.

### ISSUE / DISCUSSION

#### Rating base options

Council has three valuation bases it can choose to rate on:

- Site Value
- Capital Improved Value
- Net Annual Value

Council currently uses the Capital Improved Value as its valuation base. This is still considered to be the best valuation base as it allows Council to levy a range of differentials, thereby providing flexibility in achieving an equitable outcome. It also has wide community acceptance and understanding as it is used by the majority of Victorian councils. If the Local Government Bill is adopted in its current form, this includes a requirement that councils must use the CIV system of valuation.



Differential rates provide Council with the means to make choices about the treatment of different property groups.

Councils may also utilise a Municipal Charge – a flat fee levied on assessments to offset some of Council's administrative costs. Revenue raised from a Municipal Charge cannot be any greater than 20% of the total rate revenue in accordance with legislation. Council does not currently levy a Municipal Charge.

### **Discussion and consultation**

Community consultation involved online and face-to-face forums, engaging 23 people online, 18 survey responses, 31 telephone calls and 43 attendees at the various forum locations. Key feedback topics related to:

- Differential rates for farms, housing, commercial, industrial and vacant land;
- Issues arising from increased land valuations for farms; and
- General understanding of the rating scheme and system.

In its discussions, Council considered the following:

- Sources of revenue – the relationship between rates, other sources of income and Council expenditure;
- Review of the current rating system (within State Government restraints) to determine how well it addresses the issues of fairness and equity;
- Exploration of the options available to Council to change the rating system in accordance with legislation;
- Evaluation of Capital Improved Value (CIV) as the basis for rating;
- Evaluation of the use of a Municipal Charge;
- Review of the differential classes, their definitions and objectives;
- Capacity to pay; and
- Community consultation outcomes.

Original proposals put forward to Council for consideration included a differential of 76% of the general rate for farming properties. The corresponding increase (to maintain revenue) of 120% for commercial and industrial properties was considered too great an impact so this was revised. During the Council briefing on 11 December 2018 an alternate proposal was considered as follows:

- A reduction of the proposed farming differential to 76.28%, decreasing over a four-year period by 0.93% annually;
- To be offset by increases for commercial and industrial properties to 110% of the general rate, again increasing over a four-year period by 2.5% annually.

The new proposal took into account the feedback received from the industrial / commercial sector during the community consultation whilst at the same time considering an increase in farming discount.

### **Rating Strategy Review Outcomes**

Following consideration of public feedback and extensive Council discussion, the following is recommended as a best case scenario factoring in the overall rates to be raised being no more or less than the current rates base and also to be in line with the legislative requirement that the highest differential can be no more than 4 times the lowest differential rates.

- That Capital Improved Value (CIV) should continue to be used as the rating base.
- No Municipal Charge will be imposed in 2019/20.
- Differentials will remain but will be varied as follows:

Residential (houses, flats etc)	100% of the general rate	No change
Farm properties	76.275% of the general rate decreased over a 4-year period	Reduction from 80% formerly
Commercial	110% of the general rate increased over a 4-year period	Increased from 100% formerly
Industrial	110% of the general rate increased over a 4-year period	Increased from 100% formerly
Land unable to be developed	100% of the general rate	No change
Vacant land less than 2 hectares	320% of the general rate (or 400% of the lowest differential)	No change – to encourage development of land
Vacant land between 2 hectares and 40 hectares	230% of the general rate (or 300% of the lowest differential)	No change
Vacant land greater than 40 hectares	160% of the general rate (or 200% of the lowest differential)	New differential to encourage development of land

- A farm discount will continue to be applied, to be increased from 20% over a period of four years to 23.725%. This is applied on the basis that the higher land component required to conduct a farming enterprise contributes to higher capital improved values resulting in farmers paying disproportionately higher rates in relation to income generated.
- The differential on industrial and commercial properties will be increased from 100% to 110%, to be implemented over a four-year period. This reflects a general increased public infrastructure need and level of service burden associated with such properties.
- The differential on vacant land will be maintained, with a new category for vacant land greater than 40 hectares, to encourage development, except where land is identified as being unable to be developed.
- Recreational and Trust for Nature properties will continue to receive a 50% discount on the general rate.

### **Special circumstances**

During discussion, it was questioned whether any strategies were available to soften the impact on a specific differential (such as the impact of farming valuations in 2018/19).

In addition to the above inclusions, the proposed rating strategy now includes a clause for special circumstances to enable Council to respond to community needs by implementing a softening impact in the event of a large increase in valuation of a particular class of land that would affect rates significantly from one year to the next.

*“In the event of special circumstances, Council may review the strategy if it is warranted in order to consider the community needs. Council may alter the (weighting of the set) differentials in accordance with Sec 161(2) in order to provide relief from a rate for a certain land. This review seeks to achieve the primary objective of Sec 3C(2)(f) of the Local Government Act 1989 to ensure “the equitable imposition of rates and charges”. Special circumstances will only apply to one financial year at a time, and be agreed upon by Council resolution.”*

### **Update – potential valuations impact in 2019/20**

Stages 1 and 2 involving the valuation of all land classes have been completed. Early indications include:

- There is an overall increase of 3% in farm valuations. The quantum of high value farm sales has stabilised.
- Residential valuations are expected to increase by 10-20%.
- Commercial valuations are not expected to change significantly.

The suggested increase in residential rates would negate the impact of a rate reduction received in 2018/19 as a result of increased farm valuations with farming properties having borne the brunt in 2018/19. Historically there have been swings and roundabouts in valuation cycles and this seems to be the case with the upcoming valuations affecting the 2019/20 rates.

Going forward, annual valuations in future should reduce the occurrences of shock valuations.

### **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

Part 8 of the *Local Government Act 1989* provides for Council setting of rates and charges on rateable land, including the declaration on how general rates will be raised.

### **ATTACHMENTS**

10.1 Draft Rating Strategy 2019 including a comparison to the 2013 Strategy – *circulated separately*

### **FINANCIAL / RISK IMPLICATIONS**

Council must ensure that differentials within the Rating Strategy must be balanced to ensure a consistent revenue stream to minimise risk to its long term financial sustainability, yet ensure that annual increases in revenue are kept within the annual Rate Cap.

### **CONCLUSION**

Council has undertaken a review of its Rating Strategy, including consideration of community consultation feedback. A new Rating Strategy 2019 has been developed including changes to differentials as considered by Council which is attached for Council adoption.

## CR KEHOE / CR EASON

That Council:

- 1 Adopts the Rating Strategy 2019 with the following inclusions:
  - a. Capital Improved Value continue to be used as the rating base;
  - b. No Municipal Charge to be levied in the 2019-20 financial year;
  - c. Differentials to be:
    - i. Residential – 100% of general rate
    - ii. Farm properties – Decreased from 80% by 0.93125% annually over a 4-year period to achieve 76.275% of the general rate by 2022-23 financial year:
      - 2019-20 – 79.06875% of general rate
      - 2020-21 – 78.13750% of general rate
      - 2021-22 – 77.20625% of general rate
      - 2022-23 – 76.27500% of general rate
    - iii. Commercial – Increased from 100% by 2.5% annually over a 4-year period to achieve 110% of the general rate by 2022-23 financial year:
      - 2019-20 – 102.5% of general rate
      - 2020-21 – 105.0% of general rate
      - 2021-22 – 107.5% of general rate
      - 2022-23 – 110.0% of general rate
    - iv. Industrial – Increased from 100% by 2.5% annually over a 4-year period to achieve 110% of the general rate by 2022-23 financial year:
      - 2019-20 – 102.5% of general rate
      - 2020-21 – 105.0% of general rate
      - 2021-22 – 107.5% of general rate
      - 2022-23 – 110.0% of general rate
    - v. Vacant land <2Ha – remain at 320% of general rate
    - vi. Vacant land between 2Ha and 40Ha – remain at 230% of the general rate
    - vii. Vacant land >40Ha – new category to be rated at 160% of the general rate
    - viii. Land unable to be developed – remain at 100% of the general rate
  - d. Cultural and recreational properties receive a 50% rebate on the general rate.
4. Publishes the Rating Strategy 2019 on Council's website and places hard copies at public counters for maximum public accessibility.

**CARRIED**

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

**Kathy Bramwell - Director Corporate & Community Services**

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

**File No:** 16/20/08

### PURPOSE

The purpose of this report is for Council to consider a review of the S11 Instrument of Appointment and Authorisation.

### BACKGROUND

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

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

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

### ISSUE / DISCUSSION

#### S11 Instrument of Appointment and Authorisation

The S11 Instrument of Appointment and Authorisation has been revised and updated to reflect the following changes in roles:

- Officer appointments / changes:
  - Matthew Blow was added as contracted Environmental Health Officers
  - Dennis Nikoltsis and Terry McAliece were removed from the list as support Municipal Fire Prevention Officers

### 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

11.1 S11 Instrument of Appointment and Authorisation – Jan2019 – *circulated separately*

### FINANCIAL / RISK IMPLICATIONS

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

### CONCLUSION

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

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

**CR FERRARI / CR CLARK**

That Council:

In the exercise of the powers conferred by section 224 of the Local Government Act 1989 (the Act) and other legislation referred to in the attached S11 Instrument of Appointment and Authorisation (the instruments), Pyrenees Shire Council (Council)

RESOLVES THAT:

- The members of Council staff referred to in the Instrument be appointed and authorised as set out in the Instrument.
- 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.
- Council affixes the Common Seal to the Instrument.

**CARRIED**

## 12. NEW GUIDELINES – COUNCILLORS IN EMERGENCIES

**Kathy Bramwell - Director Corporate & Community Services**

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

**File No:** 28/06/02

### PURPOSE

The purpose of this report is to request Council adoption of guidelines to support and guide Councillors' actions in the event of a municipal emergency.

### BACKGROUND

Following Councillor attendance at a recent recovery centre exercise and reports made to Council on emergency evacuation drills, the provision of improved guidance for Councillors in the event of an emergency was requested.

### ISSUE / DISCUSSION

Draft guidelines have been developed to provide guidance to Councillors on their role, and that of key staff, in a municipal emergency. Council adoption of these guidelines is now requested.

The guidelines clarify and detail the role of the Mayor and Councillors in emergency management, plus provide an overview of how emergency management works in the Pyrenees Shire and the emergency-related roles of the CEO and key staff.

Much of the information was extracted from an MAV document: "A guide to the role of Mayors and Councillors in Emergency Management", to create consistency with other municipalities and acknowledgment of this source is provided within the document.

To support this document, media training has been arranged for the end of January / beginning of February for Councillors and the Executive Management Team.

### COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Under the *Emergency Management Act 2013* councils have a role in a municipal emergency, plus the need to manage any internal emergency or critical incident that may occur. Councils' primary roles in a municipal emergency are as support to response agencies and the provision of immediate and ongoing relief and recovery support to their communities.

As part of this, Councillors have a role to play – primarily as a communications conduit between Council and the community and media in a large scale event.

### ATTACHMENTS

12.1 Guidelines – Councillors in Emergencies Reference Guide – *circulated separately*

### FINANCIAL / RISK IMPLICATIONS

Risks exist in emergency situations if key people do not understand their roles and responsibilities. This document seeks to clarify the roles of the Mayor and Councillors to minimise that risk.

## **CONCLUSION**

Guidelines on the role of the Mayor and Councillors in emergency management were developed by the Municipal Association of Victoria and this information was used to develop guidelines to guide Pyrenees Shire Councillors in the event of an emergency.

## **CR EASON / CR FERRARI**

That Council adopts the guidelines “Councillors in Emergencies – Reference Guide”.

**CARRIED**



## CHIEF EXECUTIVE OFFICER

### 13. RURAL COUNCILS TRANSFORMATION PROGRAM

**Jim Nolan – Chief Executive Officer**

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

**File No:** 32/20/12

#### PURPOSE

The purpose of this report is to seek Council support for the continuing participation in the Local Government Transformation Program.

#### BACKGROUND

At the Ordinary Council Meeting on 16 October 2018, Council considered a report on the Rural Councils Transformation Program (RCTP) and resolved:

*That Council:*

- 1. Provides support for participation with the groups of councils in submitting expressions of interest in the Rural Councils Transformation Program.*
- 2. A further report be brought to a future meeting of Council in the event that one or both of the expressions of interest are successful and full applications are invited to be submitted.*

Subsequently, and following considerable collaboration and input by the CEOs of the participating councils, two Expressions of Interest were submitted under the program for proposals involving Pyrenees Shire Council.

The first involved a collaborative project of ten councils with Horsham Rural City as the Lead Council. The project seeks to establish a common cloud based IT platform with an initial implementation for finance and payroll functions, with the anticipated financial benefits and efficiencies gained in back of office functions to be used to increase sustainability and opportunity across the region.

The second project involved the Central Highlands Councils Victoria (CHCV) cluster of seven councils with the City of Ballarat as the lead council. This project seeks to build on the existing relationships to establish a structure and framework to identify and deliver a range of shared services.

EOIs were due on 15 November 2018, and subsequently both have been supported for a full Business Case to be prepared for the next round of the application process which is due in March 2019.

The program has a total of \$20mil to be allocated towards a small number of transformational projects across the State each valued at \$2M-\$5M. The two EOIs involving Pyrenees both sought funding in the order of \$5M each.

#### ISSUE / DISCUSSION

The preparation of the full Business Case for each project will require financial and in kind contributions to be made by participating councils, and Local Government Victoria has agreed to provide financial support the development of each of the business cases.



Given the long term benefits of the RCTP, the initial investment in preparing the business cases is considered warranted. A strong business case will be necessary to demonstrate the long term benefits of each project for them to be successful given the level of competition from Councils across the state for the \$20M on offer.

As part of the submission, it may be required that Council enter into a Memorandum of Understanding (MOU) with each consortia of councils giving an undertaking to collaborate and commit to the delivery of the project if successful.

#### **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.

4.4 - Develop our systems to support and enable our people to deliver efficient and quality services which are cost effective.

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

#### **ATTACHMENTS**

Nil

#### **FINANCIAL / RISK IMPLICATIONS**

The cost of the preparation of each business case has been supported financially by Local Government Victoria, and at the time of preparing this report, it has not yet been confirmed if there is to be an additional cost to be borne by the individual councils. Should additional funds be required of Council, it is not anticipated that these will exceed \$5,000 per business case in addition to the in kind contribution through the participation of the Chief Executive Officer in the preparation of the business case..

#### **CONCLUSION**

That Council acknowledges the collaborative efforts of the two groups of councils in their endeavour to secure funding for shared service models across the region.

#### **OFFICER RECOMMENDATION**

That Council:

1. Reinforces its commitment to the Rural Councils Transformation Program and support the preparation of business cases and the submission of applications under the program, and as outlined in this report
2. Authorises the Chief Executive Officer to enter into Memorandum of Understanding(s) with the participating councils committing to the implementation of the projects if successful.

**CR EASON / CR FERRARI**

That Council:

1. Reinforces its commitment to the Rural Councils Transformation Program and support the preparation of business cases and the submission of applications under the program, and as outlined in this report
2. That a further report be presented to the March 2019 Council meeting for consideration.

**CARRIED**

#### **14. NAIDOC WEEK 2019 SCHOOL INITIATIVES PROGRAM**

**Jane Bowker – EA to CEO and Councillors**

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

**File No:** 04/08/04

*Cr Clark declared he has an indirect interest in item 14 in relation to his daughter being a past recipient of this award.*

*Cr Clark left the room at 7.10pm*

#### **PURPOSE**

The purpose of this report is to inform Council of the Koori Kids 2019 School Initiatives Program and to seek Council's support in the Program.

#### **BACKGROUND**

Koori Kids is a community organisation that engages young people in a range of school initiatives to promote education and awareness of Aboriginal & Torres Strait Islander culture. The Program is coordinated in partnership with Department of Education & Training, Department of Education, Department of Health, Department of Justice, Catholic Education Commission Victoria and Catholic education offices.

The initiatives enable participants to explore concepts linking environmental; and social/ cultural issues and foster harmony in the community in addition enables a diverse range of children to benefit from discussion and curriculum topics focused around the development of NAIDOC Week and the broader history of Indigenous culture.

Each year Koori Kids conducts the NAIDOC Week School Initiative Competitions for school aged children. This is broken up into primary and secondary school categories being; colouring-in, short story writing and creative and essay writing. A student from Waubra Primary School received a NAIDOC Medal of Excellence in the short story category last year.

#### **ISSUE / DISCUSSION**

Last year Council participated in the Program and Koori Kids is again seeking Council's support to be an associate partner with sponsoring \$500 towards the Program.

Koori Kids has provided a proposal for the 2019 initiatives and the contribution sought (\$500) will be utilised towards the costs for printing and distribution of information packs, posters and entry forms to schools across Council's LGA.

Council will be acknowledged through logo inclusion as an associate partner on information packs sent to schools throughout councils LGA. If there is a winner from a school within council LGA, an invitation for the Mayor and or a representative is invited to attend the school, along with Executive Director, NAIDOC Week Initiatives, Director, Social Wellbeing and other dignitaries to make special presentation of the NAIDOC Medal of Excellence and the student's prize.

#### **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**

- 14.1 Local Government Area Statistics - Pyrenees
- 14.2 Final Report – *circulated separately*
- 14.3 Proposal

**FINANCIAL / RISK IMPLICATIONS**

Provision has been made in the 2018/19 budget for the support.

**CONCLUSION**

The NAIDOC Week School Initiatives are the only activity throughout NAIDOC Week that provides students with an educational component to NAIDOC Week and Indigenous culture and heritage. The initiatives are designed to educate all students on cultural diversity and involve a whole of community approach in the spirit of reconciliation and bringing us 'all together as one community'.

**CR EASON / CR KEHOE**

That Council approves to support the Koori Kids 2019 School Initiatives Program to the amount of \$500.

**CARRIED**

*Cr Clark re-entered the room at 7.13pm.*

## 15. JOINT PROCUREMENT FOR WASTE SERVICES

**Jim Nolan – Chief Executive Officer**

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

**File No:** 68/08/02

### PURPOSE

The purpose of this report is to seek Council support to participate in a joint procurement process for waste services.

### BACKGROUND

Grampians Central West Waste and Resource Recovery Group (GCWWRRG) has initiated an opportunity for councils in the Central West region to collaborate in a joint procurement process for a range of waste management services.

The range of services that may to be included in the joint tender include:

- Domestic and/or Commercial Kerbside Waste Collection to include: Public Place Bins both Waste / recyclables – collection, acceptance, sorting or processing, maintenance, replacement and cleaning
- Domestic and/or Commercial Kerbside bin replacement and maintenance.
- Domestic and/or Commercial Kerbside Recyclables Collection
- Domestic and/or Commercial Kerbside Recyclables Acceptance Sorting and/or transportation
- Domestic and/or Commercial Kerbside Green Waste/Food/Organic Waste Collection
- Domestic and/or Commercial Kerbside Green Waste/Food/Organic Waste Acceptance and Processing
- Provision of stillages, collection, transport and treatment of e-waste, scrap metals and other streams collected at transfer stations
- Supply and Collection of Bulk Bins and Skips to Transfer Stations / Collection Points
- Manage landfills and transfer stations

GCWWRRG proposes to facilitate the process for participating councils. The process will include the preparation of a tender specification that aligns service requirements and caters for individual council service needs, including transition arrangements from the expiry of existing to new contracts.

Once tenders are received and evaluated, it is expected that each Council will be required to formally resolve to award the contract to the successful tenderer(s). It is also anticipated that individual contracts will be entered into with the successful tenderer and each participating council.

### ISSUE / DISCUSSION

The benefit of a joint tender process is the ability to attract a greater level of competition and economies of scale to improve pricing. It also provides the opportunity to align service standards and provide consistency for customers / residents across Local Government Areas.

To initiate the process, GCWWRRG sought councils to enter into an agreement in the form of an MOU (attached), and the Chief Executive has signed the agreement on behalf of Council.

## **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.

3.4 - Community Services - Increasing the liveability of our communities through the provision of efficient and responsive services.

## **ATTACHMENTS**

15.1 Memorandum of Understanding for Waste and Recycling Services – *circulated separately*

## **FINANCIAL / RISK IMPLICATIONS**

There is an opportunity through this process to achieve best value for the residents of the Pyrenees Shire.

The MOU provides that:

### ***Cost of Administration of the Joint Tender***

- 1. The Grampians Central West WRRG will provide in-kind support and has funding to cover the costs of legal, probity, advertising, specification development and tender analysis. The Grampians Central West WRRG will on behalf of the Councils apply for funding to defray costs of a Tender Coordinator. Participating Councils in the Joint Tender agree to contribute towards any costs above the funding available.*
- 2. Any legal fees pertaining to the tender process and subsequent contract documentation are to be evenly distributed on a per capita basis between the participating Councils.*

The actual cost to Council for the administration of the Joint Tender process was not known at the time of preparing this report, and GCWWRRG was in the process of seeking quotations from technical experts and clarifying legal aspects relating to the process.

## **CONCLUSION**

It is proposed that Council participates in the joint procurement process with Grampians Central West Waste and Resource Recovery Group for waste and recycling services to achieve the benefits of economies of scale and achieve best value for our residents.

## **CR CLARK / CR KEHOE**

That Council:

1. Endorses the action of the Chief Executive Officer in signing the Memorandum of Understanding with Grampians Central West Waste and Resource Recovery Group; and
2. Supports the participation by Pyrenees Shire Council in the joint procurement process facilitated by Grampians Central West Waste and Resource Recovery Group for waste and recycling services.

**CARRIED**

## COUNCILLOR REPORTS AND GENERAL BUSINESS

### Cr Ferrari

- Attended a few meetings and achieved a few gains along the way.
- Attended WHAC meeting, a number of Councillors are involved in these meeting and it is a good opportunity to network and collaborate with adjoining shires. Discussions were held around the red light camera at the Neill / Lawrence Street intersection, the installation of a camera has been approved and a letter has been sent to the Department of Justice for follow up.
- Attended a meeting with Beaufort Friends of the Pool. The pool is a very popular place at the moment much to the delight of the Beaufort Friends of the Pool. With the assistance from Council they have been successful in getting a water fountain, a digital clock and assistance with the Australia Day event.
- Attended a meeting with the Beaufort Progress Association, they have some things planned in relation to Australia Day.
- The community garden is up and running again which is pleasing.
- A Friends of the Lake committee is being developed which will be helpful to the Council in relation to achieving some things at the lake. With Council and committees working together we often see the best results in and around the community.

### Cr Kehoe

- Attended Snake Valley Network in December which has been a community hub/meeting place for a number of the groups. The group is pausing for a little while as they are unable to fill role of president and secretary.
- Acknowledged that Sandy Sterry is a great community member, and the amount of work she puts in is great, would like to keep Sandy in our thoughts whilst she is experiencing some personal issues. It is really important to acknowledge the effort that a number of our community members put in.
- Gillian Matthews has taken on the Resilience Project in Snake Valley, had a fantastic first meeting and it was good to gauge where the community is at and where we can put the grant funding into to re-building the resilience of the community. There have been some cyber safety issues around the community and to be able to move in a positive way is fantastic. Thank you to Gillian for the efforts that she has already put in. Another meeting to be held in February to look at where the needs of the community are and linking in with Pyrenees Futures plans.
- Matthew spoke to the children at the Snake Valley Campus - Woody Yallock Primary School in relation to Pyrenees Futures, good feedback has been received from parents. Our Emergency Management packs that we received an award for were distributed at this session.
- It was a great opportunity over the Christmas period to meet with residents at their homes and discuss issues that they have had.



### Cr Eason

- Presented pens at Amphitheatre and Avoca Primary Schools prior to Christmas, it is great to be involved in these end of year events.
- Aware that there is a lot happening, particularly on Australia Day. The way we do citizenship ceremonies works for us and do not necessarily agree that these need to be held on Australia Day as suggested in the media of late. Queried as to whether anything official has received by Council in relation to this.

### Cr Clark

- Met with most groups during December.
- Attended the local school pen presentation. At Waubra the children pick the peer to receive this award which is really lovely and valuable.
- Interviewed by ABC Landline, there were conversations around windfarms and how they impact the community and around climate change and infrastructure.

### Cr Vance

- Attended pen presentations at Moonambel and Landsborough.
- Attended the RES Windfarm Grants in Ararat, grants were received by three groups in our Shire – Barkly Hall, Redbank Hall and Moonambel Events.
- Attended RCV meeting, Cr Maryanne Brown from Southern Grampians Shire is the new chair of this group for the next two years.
- Viewed the Backroads feature on Beaufort; this was great to watch and promoted Beaufort beautifully.
- Will be attending an Australia Day function in Melbourne this Thursday hosted by the Premier.

## CONFIDENTIAL ITEMS

### 16. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

That pursuant to the provisions of Section 89(2) of the Local Government Act 1989, the meeting be closed to the public in order to consider contractual matters and other matters that may prejudice the Council.

### CR EASON / CR KEHOE

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

17. Contract – Replacement of Bridge 13 – Beaufort Carngham Road
18. Contract – Replacement of Bridge 91 – Landsborough Elmhurst Road
19. Grampians Rural Health Alliance Agreement
20. Complaint

**CARRIED**



**17. RE-OPENING OF MEETING TO MEMBERS OF THE PUBLIC**

**CR EASON / CR KEHOE**

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

**CARRIED**

**CLOSE OF MEETING**

Meeting closed at 8:05pm

Minutes of the meeting confirmed .....

2019

Mayor