

PYRENEES
SHIRE



MINUTES

Ordinary Meeting of Council

6:00pm Tuesday 16 April 2019

**Avoca Hall Supper Room
AVOCA**

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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 CEO and Councillors: Jane Bowker (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

Nil

CONFIRMATION OF MINUTES

CR EASON / CR KEHOE

That the Minutes of the Ordinary Meeting of Council held on 19 March 2019 and the Closed Meeting of Council held on 19 March 2019 (as previously circulated to Councillors) be confirmed as required under Section 93 (2) of the Local Government Act 1989.

CARRIED

BUSINESS ARISING

Nil

PUBLIC PARTICIPATION

Nil

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 March 2019.

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 February and March 2019 are summarised in the table below:-

| Month | Applications received | Applications completed | Number of referrals | Requests for further information |
|---------------|-----------------------|------------------------|---------------------|----------------------------------|
| February 2019 | 5 | 5 | 2 | 4 |
| March 2019 | 10 | 8 | 1 | 5 |

Key projects

Highway Service Centre

The highway service centre applicants, Human Habitats, ran an information session in Beaufort last month. The session was designed to provide further information and discuss elements raised by submitters, following exhibition of the planning permit application. Council understands that the applicant sent invitations to submission makers only and did not promote or publicise the information opportunity further.

As advised in previous reports to Council, the information session ran by the applicants is not required by and does not contribute to the planning application and assessment process.

Contrary to public reporting which suggested that Council does not want the service centre and that by failing to support it Council would be contradicting local planning or zoning restrictions, Council has not yet commenced assessment of the application due to an outstanding request for further information. Until all relevant information has been supplied by the applicant, Council cannot proceed with assessment and therefore has not yet developed a position on the matter. It should also be noted that Council's consideration of the application will be undertaken with a strong regard for local and state planning policy objectives.

Amendment Tracking System (ATS)

The Pyrenees Planning Scheme was migrated in to a digital database on the 28th of March. The migration project is being led by the Department of Environment Land Water and Planning (DELWP), in consultation with our planning officers. It is intended to provide consistency across all schemes and improve the ease and efficiency of making scheme amendments. All amendments to the planning scheme must now be undertaken using the new tracking system.

At the recommendation of DELWP, planning scheme amendments were placed on hold during the rollout of the new system. Outstanding and future amendments will now resume using ATS authoring.

Achievements

Council's planning department recently won the Association of Consulting Surveyors Victoria (CSV) award for 'Best Rural Municipality' for its performance in the administration of applications for subdivision and development. Councils were assessed on efficiency, response time, understanding of the Subdivision Act and level of cooperation.

Planning and Environment Act Delegations

The power, obligations and duties of Council to administer functions described within the Planning and Environment Act 1987 (the Act) are conferred in sections 8A, 14 and 14A of the Act. A summary of municipal council responsibilities includes administering, enforcing, implementing and complying with the planning scheme as well as having regard to the objectives of planning within Victoria, the Minister's direction and the planning scheme.

Council transfers a series of specified functions to council officers via an 'Instrument of Delegation' in accordance with section 98(1) of the Local Government Act. The delegations are also supported by a range of operational practices that ensure the timely processing of applications. Planning delegations are currently being reviewed and a report will be brought to Council for consideration and endorsement in May.

It is council's long term practice to have Council decide on permit applications where a refusal is recommended by the assessing officer, a submission has been received or at the discretion of the delegated officer where the application may be complex or be of significant community interest.

Statutory planning

Development Enquiries

During the month of March the Planning Department received 164 telephone and counter enquiries. These included pre-purchase 'do I need a permit' and 'can I build a dwelling'. With the pressure for development increasing, officers are working on a range of strategies to ensure that consistent and accurate advice is being provided. Officers are also working to ensure that development is occurring in appropriate locations and in accordance with relevant policy objectives.

The estimated cost of works for the 10 planning permit applications received in March totals approximately \$2.114 million.

Strategic issues

Pyrenees Futures

Tonight, Council will be considering a proposal to place a framework plan and streetscape masterplan for Avoca on public exhibition during May as part of the Pyrenees Futures project. Because of community feedback regarding the need for shelter, shade and infrastructure upgrades in the town centre, Council has produced a streetscape masterplan focused on High Street, along with town planning policy reform proposals.

Draft framework plans for Beaufort are also being finalised for presentation to Council, and work will start in the 2019/20 financial year on implementing the final framework plans for Snake Valley, Lexton and Waubra that Council has recently adopted, which will be subject to Council budget allocation.

Planning staff continue to work with DELWP on the transition of local policies in the Pyrenees Planning Scheme into a new format that will be used across the state. Pyrenees Shire has been selected as an early pilot Council to work with the Department on this project, which will support the policy reform now being undertaken through Pyrenees Futures.

PART B: BUILDING

Activity

The building activity statistics as at 31/03/2019 are summarised in the table below:

| CATEGORY | NUMBER | COMMENT |
|--|--------|---------------------------------------|
| Permits issued by private Building Surveyor | 9 | \$1,953,297 (estimated cost of works) |
| 'Property Information Certificates' prepared and issued | 15 | |

Key projects & compliance

Although council no longer issues building permits, a significant amount of work is required to finalise 95 outstanding (current) permits. This includes contacting and working with property owners to encourage the completion of works within the statutory timeframe, inspecting works and issuing certificates. Nine (9) of these outstanding permits were finalised during March with certificates issued.

Council's Building Inspector continues to inspect private swimming pool facilities within the municipality to ensure compliance with the legislated safety barrier requirements. These inspections have successfully seen a range of rectification work undertaken to safety barriers and resulted in an improved rate of compliance.

Council's MBS attended a seminar on recent changes made to the *National Construction Code* which is reviewed every three years and due to come into effect in May 2018. Notable changes in this review include the increased flexibility in methods for achieving compliance through the use of

additional performance initiatives. This recognises that the actions prescribed in the code may not be appropriate in all situations and alternatives that quantify the same outcome are also acceptable. Other changes included a new non-mandatory fire safety verification method, requirement for fire sprinklers in class 2 and 3 buildings, bonded laminate concessions, energy efficiency requirements and access to adult change facilities.

Building Department staff attended a building legal information session that was hosted by City Of Ballarat and delivered by Russell Kennedy Lawyers. The session was also attended by neighboring councils and was a fantastic opportunity to seek general advice on matters, share learnings, improve consistency in building regulation and continue to work towards a best practice service. The clarification on process and networking opportunity has been valuable to the team.

Council's Building Inspector attended a house fire in Evansford where a dwelling was partially destroyed. A works order was issued to the property owner to ensure that occupation ceased, that any fire affected structures were removed and that any structurally compromised buildings were propped to minimise risk of injury.

Council's MBS attended an incident in Snake Valley where a fuel bowser and shop veranda was damaged by a vehicle. The prompt action of the MBS meant that the site was secured with temporary fencing, the veranda was suitably propped and that the electricity supply to the bowser was disconnected before close of business on the same day.

Council plan / legislative requirements

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

Financial / risk implications

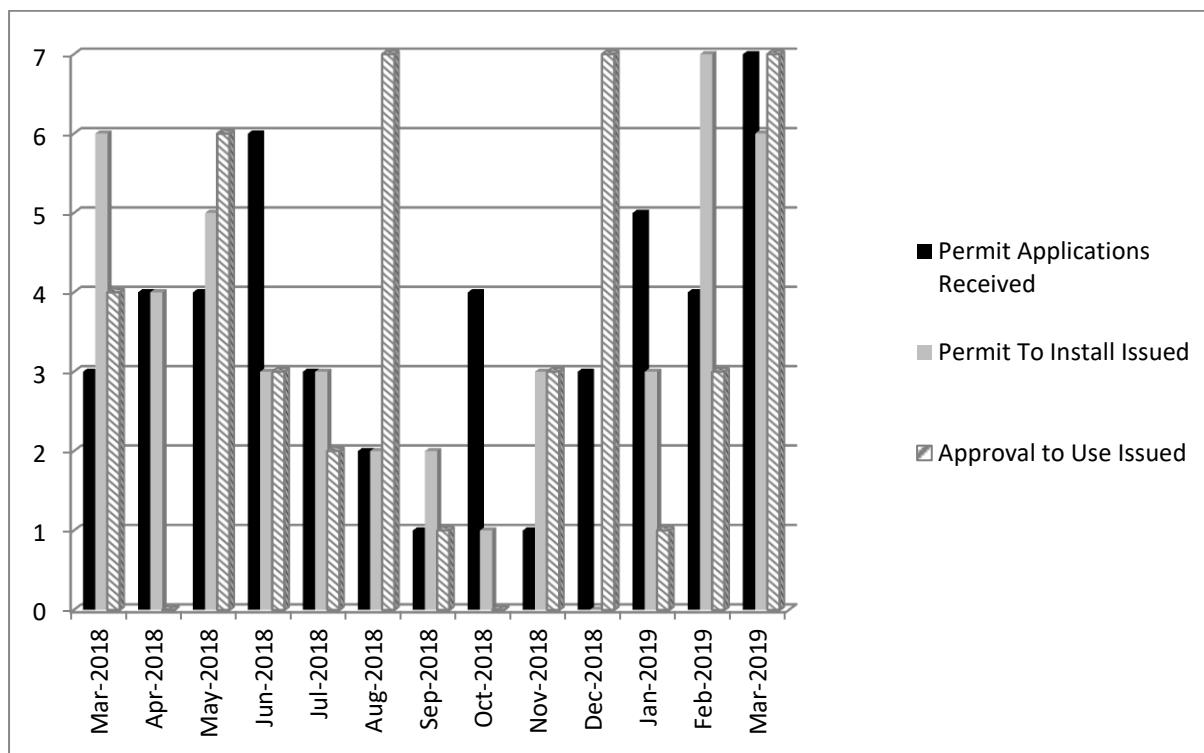
The Municipal Building Surveyor must have regard to any relevant guidelines under the *Building Act 1993* or subordinate regulations. The building services department must ensure that a responsive service is provided that meets the demand of the building industry within the municipality.

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 st March 2019 | 4 | 6 | 7 | \$2,280 |

Wastewater activity statistics for March 2019



Monthly wastewater activity (March 2018 to March 2019)

| Wastewater related tasks for March 2019 | |
|---|----|
| Septic Tank Inspections | 9 |
| Domestic Wastewater Management Plan Inspections | 22 |
| Domestic Waste Water Service Agent Reports | 12 |

Activity: food, health & accommodation premises

Food Act 1984 and Public Health and Wellbeing Act 2008 Premises activity statistics for March 2019 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 March 2019 | 6 | 26 | 0 | 2 | 0 | \$360 |

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 March 2019 | 6 | 0 | 0 | 24 | \$335 |

At 31st March 2019, Pyrenees Shire had 33 current registrations with 37 premises registered, 76 low risk notifications and 182 current Statements of Trade (SOT).

Activity: immunisations

Immunisation sessions in February 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 | 23 | 0 | 0 |
| | Vaccines | 49 | 0 | 0 |
| Beaufort Sessions | Clients | 3 | 0 | 0 |
| | Vaccines | 9 | 0 | 0 |
| Avoca Session | Clients | 3 | 0 | 0 |
| | Vaccines | 7 | 0 | 0 |

Immunisation activity statistics for March 2019

Key projects

Domestic Wastewater Management Plan (DWMP) inspections commenced in Raglan this month. ‘Follow up’ notices were sent to properties in Waubra to inform of recent inspection results and any further action required.

An independent audit of the Domestic Wastewater Management Plan has been finalised and consideration is currently being given to recommendations that were made.

Planning for this year’s Secondary School Vaccine Program continues to ensure that Year 7 and Year 10 students attending the Beaufort Secondary College have the opportunity to receive government funded vaccinations.

Compliance issues

- Officers continue to work with registered premises to ensure compliance.
- The Environmental Health Department received an anaphylaxis notification from the Department of Health and Human Services. Investigation into this incident is ongoing.
- A complaint has been received regarding the disposal of wastewater at a registered food and accommodation premises. An investigation into the matter has commenced.
- A noise complaint was received regarding an alarm that was sounding at various times of the night in Amphitheatre.
- Council received ‘Notification of Potential Hazardous Chemicals and Contamination’ from Victoria police. The notification related to a property that is suspected of being used as a clandestine drug laboratory. Officers are investigating the matter in accordance with relevant occupational health and safety procedures and practices.

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.

PART D: LOCAL LAWS AND ANIMAL CONTROL

ACTIVITY

| | February 2019 | March 2019 |
|----------------------|---------------|------------|
| Cats impounded | 3 | 4 |
| Dogs impounded | 2 | 1 |
| Stock impounded | 8 | 3 |
| Infringements issued | 8 | 5 |
| Prosecutions | 0 | 0 |

Impoundment and infringement statistics

- Pet registration renewals were sent out in March which has resulted in a slight reduction in pet registrations. As at 31st March, there were **622 cats** and **2,483 dogs** registered within the municipality.
- Officers have commenced working on a strategy to guide the implementation of the *General Local Law 2019*. This has involved formalising a range of operational practices and identifying priorities.
- Four (4) notices ‘to comply’ were issued during March to residents living in temporary dwellings without a permit.
- Council met with City of Ballarat staff to discuss Pyrenees Shire’s ongoing use of the Ballarat pound facility. The meeting was also an opportunity to share operational practices and identify opportunities for improvement in animal management.
- The ongoing dry conditions are seeing an increase in stock on roadsides looking for feed. Council wish to remind livestock owners of their obligation to maintain fences and to contain stock to their properties.
- 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. New internal processes are being developed to strengthen Council’s administration of its Local Laws
2. Council continues to investigate matters of non-compliance across the Shire

CORPORATE AND COMMUNITY SERVICES

2. CUSTOMER ACTION REQUESTS – MARCH 2019

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 March 2019.

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

216 CARS were received in March 2019, 56 more (35% increase) than the previous month. 239 requests were closed in during the month resulting in 137 outstanding, a 14% decrease in outstanding requests.

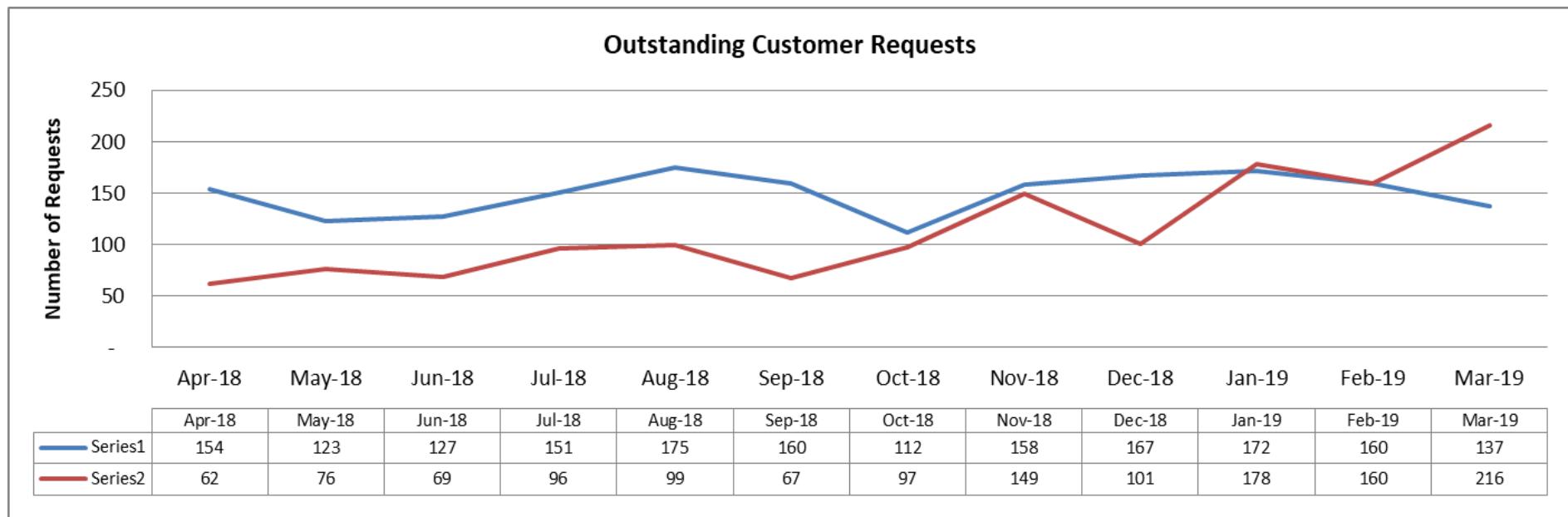
As at the 31st March 2019 the status of CARS was as follows:

- The one outstanding CAR for 2016 was closed
- 25% decrease in 2017 outstanding CARS (a reduction from 4 to 3)
- 45% decrease in 2018 outstanding CARS (a reduction from 65 to 36)
- 14% decrease on total CARS outstanding (a reduction from 160 to 137)
- The 2 outstanding CARS relating to natural disasters have been closed.
- For the month of March 239 CARS were closed

The largest groupings of open CARS requests relate to: Local Laws (30), Roads (26); Roadside vegetation (20) and Road Maintenance (20).

Reports detailing outstanding CARS are detailed below:

| Total Outstanding Cars Requests | | | | | | | | | | | | | | |
|---------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|--|
| Year | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | % Change | |
| 2016 | 29 | 29 | 24 | 24 | 23 | 21 | 3 | 3 | 2 | 1 | 1 | - | -100% | |
| 2017 | 44 | 38 | 32 | 31 | 30 | 29 | 18 | 12 | 10 | 6 | 4 | 3 | -25% | |
| 2018 | 81 | 56 | 71 | 96 | 122 | 110 | 91 | 143 | 155 | 105 | 65 | 36 | -45% | |
| 2019 | | | | | | | | | | 60 | 90 | 98 | 9% | |
| Total | 154 | 123 | 127 | 151 | 175 | 160 | 112 | 158 | 167 | 172 | 160 | 137 | -14% | |
| Total Received | 62 | 76 | 69 | 96 | 99 | 67 | 97 | 149 | 101 | 178 | 160 | 216 | 35% | |



| 31 March 2019 - Open Requests - Type | | | |
|--------------------------------------|------------|------------|----------|
| | Feb-19 | Mar-19 | Change |
| Roads | 21 | 26 | -5 |
| Streetlights | 0 | 0 | 0 |
| Drainage | 13 | 10 | 3 |
| Footpaths | 6 | 5 | 1 |
| Roadside Vegetation | 21 | 20 | 1 |
| Environmental Health | 0 | 1 | -1 |
| Planning | 0 | 0 | 0 |
| Bld maintenance | 18 | 11 | 7 |
| Park & Reserves | 9 | 6 | 3 |
| Local Laws | 21 | 30 | -9 |
| Fire Hazard | 2 | 0 | 2 |
| Bld Compliance | 3 | 1 | 2 |
| Road Maintenance | 11 | 20 | -9 |
| Waste Management | 1 | 0 | 1 |
| Roads Unsealed | 4 | 3 | 1 |
| Road Maintenance Unsealed | 5 | 5 | 0 |
| Cats | 4 | 3 | 1 |
| Natural Disasters | 2 | 0 | 2 |
| Pools | 0 | 0 | 0 |
| Council Cleaning | 1 | 0 | 1 |
| EPA - Litter | | 3 | -3 |
| Design & Assets | 0 | 0 | 0 |
| GIS | 0 | 0 | 0 |
| Dogs | 10 | 13 | -3 |
| Livestock Act | 7 | 3 | 4 |
| Parking | 1 | 0 | 1 |
| Total | 160 | 160 | 0 |

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 – March 2019

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 and to improve status and follow-up notes to create more transparency on actions undertaken prior to final closure.

3. COUNCILLOR ACTIVITY REPORTS

| Cr David Clark – Ercildoune Ward | | |
|---|---|----------------------|
| March | | |
| Fri 01 | CHCV meeting | Ballarat |
| Tue 12 | Leadership Assembly, Waubra Primary School | Waubra |
| | Councillor Briefing Session | Barkly / Avoca |
| Wed 13 | CVGA Board Meeting | Avoca |
| | Meet with Michael O'Brien, Leader of Victorian Opposition | Beaufort |
| Tue 19 | Council Meeting | Beaufort |
| Sat 30 | Waubra Primary School 150 th Celebrations | Waubra |
| April | | |
| Tue 09 | Councillor Briefing Session | Raglan / Beaufort |
| Tue 16 | Councillor Briefing Session | Amphitheatre / Avoca |
| Tue 16 | Council Meeting | Avoca |

| Cr Robert Vance – De Cameron Ward | | |
|--|---|-------------------|
| March | | |
| Fri 01 | Re-opening of Ballarat Civic Hall | Ballarat |
| Fri 01 | Central Highlands Councils Victoria Mayors and CEOs meeting | Ballarat |
| Thu 07 | RCV Strategic Planning Workshop | Melbourne |
| Fri 08 | RCV Meeting | Melbourne |
| Tue 12 | Council Briefing Session | Avoca |
| Wed 13 | Meeting with Ministers | Beaufort |
| Fri 15 | Committee of Ballarat Round Table with Sir Bob Geldoff | Ballarat |
| Sun 17 | CFA Fire Brigade Championships | Beaufort |
| Mon 18 | Local Government Round Table Forum | Warrnambool |
| Tue 19 | Council Briefing Session | Beaufort |
| Tue 19 | Council Meeting | Beaufort |
| Thu 21 | Meeting with member of Science Party | Beaufort |
| Sun 24 | Announcement by Dan Tehan MP | Lexton |
| Wed 27 | Dja Dja Wurrung Natural Resource Management Annual Forum | Bendigo |
| April | | |
| Tue 02 | Meeting with Minister Neville's Advisor and Deputy Chief of Staff | Melbourne |
| Tue 09 | Councillor Briefing Session | Raglan / Beaufort |

Cr Ron Eason – Avoca Ward

March

| | | |
|--------------|------------------------------|----------------------|
| Mon 04 | Friends of the pool meeting | Avoca |
| Tue 12 | Council Briefing Session | Avoca |
| Wed 13 | Meeting with Ministers | Beaufort |
| Fri 15 | MAV planning day | Melbourne |
| Tue 19 | Council Briefing Session | Beaufort |
| Tue 19 | Council Meeting | Beaufort |
| Sun 24 | Announcement by Dan Tehan MP | Lexton |
| Mon 25 | Landcare meeting | Natte Yallock |
| April | | |
| Tue 09 | Councillor Briefing Session | Raglan / Beaufort |
| Tue 16 | Councillor Briefing Session | Amphitheatre / Avoca |
| Tue 16 | Council Meeting | Avoca |

Cr Tanya Kehoe - Mount Emu Ward

March

| | | |
|--------|--|--------------|
| Sun 03 | Clean Up Snake Valley Day | Snake Valley |
| Mon 04 | SV Happenings Meeting | Snake Valley |
| Tue 05 | Community Meeting DHHS | Snake Valley |
| Tue 12 | Council Briefing Session | Avoca |
| Wed 13 | Meeting with Ministers | Beaufort |
| Tue 19 | Council Briefing Session | Beaufort |
| Tue 19 | Council Meeting | Beaufort |
| Wed 20 | Community Event - Community Get-together | Snake Valley |
| Sun 24 | Announcement by Dan Tehan MP | Lexton |

April

| | | |
|--------|--|----------------------|
| Tue 02 | Snake Valley Happenings Meeting | Snake Valley |
| Tue 09 | Councillor Briefing Session | Raglan / Beaufort |
| Wed 10 | Lake Goldsmith Public Hall COM Meeting | Lake Goldsmith |
| Thu 11 | Community Consultation | Beaufort |
| Tue 16 | Councillor Briefing Session | Amphitheatre / Avoca |
| Tue 16 | Council Meeting | Avoca |

Cr Damian Ferrari - Beaufort Ward

April

| | | |
|--------|--------------------------|----------|
| Tue 09 | Council Briefing Session | Beaufort |
| | | |

4. ASSEMBLY OF COUNCILLORS

| MEETING INFORMATION | | | |
|----------------------------------|---|---------------------------|-------------------------|
| Meeting Name | Councillor Briefing Session | | |
| Meeting Date | 12 March 2019 commenced at 2.30pm and closed at 6.00pm | | |
| Meeting Location | Avoca Information Centre – RTC Room, 122 High Street, Avoca | | |
| Matters Discussed | 1. Visit by Ms Beverley McArthur MP (Western Victoria Region) 2. Beaufort Bypass Impact Study 3. Rainbow Serpent Festival 4. Avoca Chinese Garden Association 5. Beaufort Golf Club 6. Council Meeting (March) Agenda Review | | |
| ATTENDEES | | | |
| Councillors | Mayor Cr Robert Vance Cr Ron Eason Cr Tanya Kehoe Cr Damian Ferrari Cr David Clark | | |
| Apologies | Nil | | |
| Staff | Jim Nolan (Chief Executive Officer) – Items 4, 5 and 6 Douglas Gowans (Director Asset and Development Services) Kathy Bramwell (Director Corporate and Community Services) Matthew Novacevski (Senior Planner – Strategy and Place) – Item 2 Katie Gleisner (Manager Planning and Development) – Item 3 | | |
| Visitors | Ms Beverley McArthur MP – Item 1 | | |
| CONFLICT OF INTEREST DISCLOSURES | | | |
| Matter No: | Councillor making disclosure | Particulars of disclosure | Councillor left meeting |
| Nil | | | |

| MEETING INFORMATION | | | |
|----------------------------------|---|---------------------------|-------------------------|
| Meeting Name | Councillor Briefing Session | | |
| Meeting Date | 19 March 2019 commenced at 2.00pm and closed at 5.30pm | | |
| Meeting Location | Beaufort Council Chambers - 5 Lawrence Street, Beaufort | | |
| Matters Discussed | 1. Visit by Superintendent Jenny Wilson and Inspector Dan Davidson (Victoria Police) 2. Community House Rental Review 3. Council Meeting (March) Agenda Review 4. Citizenship Ceremony | | |
| ATTENDEES | | | |
| Councillors | Mayor Cr Robert Vance Cr David Clark Cr Ron Eason Cr Tanya Kehoe Cr Damian Ferrari | | |
| Apologies | Kathy Bramwell (Director Corporate and Community Services) | | |
| Staff | Jim Nolan (Chief Executive Officer) – Item 3 Douglas Gowans (Director Asset and Development Services) Martin Walmsley (A/Director Corporate and Community Services) Ray Davies (Manager Economic Development and Tourism) – Item 2 | | |
| Visitors | Visit by Superintendent Jenny Wilson and Inspector Dan Davidson (Victoria Police – Item 1 | | |
| CONFLICT OF INTEREST DISCLOSURES | | | |
| Matter No: | Councillor making disclosure | Particulars of disclosure | Councillor left meeting |
| Nil | | | |

CR CLARK / CR KEHOE

That the items for noting be received.

CARRIED

ITEMS FOR DECISION

ECONOMIC DEVELOPMENT AND TOURISM

5. GRAMPIANS PYRENEES BUSINESS AWARDS

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: 22/02/04

PURPOSE

The purpose of this report is to seek council's endorsement of a new small business initiative to replace the Grampians Pyrenees Business Awards.

BACKGROUND

The Grampians Pyrenees Business Awards have been a collaborative project conducted in partnership with Ararat Rural City Council and Northern Grampians Shire Council since the late 1990's.

The awards have been held biennially and cater for a range of business, employee and event categories with the winners being announced at an awards dinner held towards the end of the year.

Aside from the publicity benefits to the winners of the awards who have used these achievements to promote their business, the awards were seen as a means of encouraging small businesses to take some time to reflect on their business operations from a strategic management perspective.

Initially the awards were facilitated by the Executive Officer of the Grampians Pyrenees Development Board, a partnership between the three councils which became defunct following the establishment of RDA Grampians Region and the two sub regions of Central Highlands and Wimmera Southern Mallee cluster of councils.

Since that time the three councils have continued to run the awards as a partnership with each individual council taken turns to facilitate the awards.

The awards were last hosted by Northern Grampians Shire Council in 2017 with Pyrenees Shire Council being due to host the awards in 2019.

The Council Growth Strategy states that we will "*Foster Local Business Capability*" in order to achieve objective three of the strategy which is to "*Encourage the sustainability and competitive capability of the local economy*".

Action 8.1 within the Strategy specifies that we "*Continue to work with local business associations and support the opportunities for collaboration among local businesses in order to add value add/improve the competitiveness of local business.*"

ISSUE / DISCUSSION

A meeting of the partnering Council's to the awards was held on 25 March to discuss the future of the program and determined that there are more effective and efficient ways:-

1. That organisations can promote their products and services than through the Grampians Pyrenees Awards participation by using targeted digital promotion tools which have developed significantly since the awards began around twenty years ago; and

2. For economic development staff to contribute to the development of skills, knowledge and strategic capacity of the small business sector than via the traditional awards program.

In regard to point 2 above discussion followed around developing a small business festival. This would entail targeted workshops held throughout the region over a period of around one month. A small business networking dinner to launch the festival would be a possible means of developing stronger business to business relationships within the region.

Whereas the awards program generally requires ten to twelve months of planning and implementation a festival might reasonably be delivered with two to three months planning and two months' marketing and implementation.

While the logistics of the festival are still being worked out at the time of developing this report, it is proposed that the likely timing would be in the second half of the year, with each council taking turns in hosting the networking dinner, and each council engaging with its business sector to determine which and how many of these workshops are most relevant to their business communities. These initiatives could possibly be delivered via the support of Small Business Victoria which have for a number of years provided local governments with access to training and workshops aimed at developing the small business sectors capabilities across the state.

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

An allowance of \$7,500- has been allocated within the budgets of each council for the business awards program. It is proposed that these funds be reallocated to the development of a Small Business Festival, and therefore no additional cash costs are involved while there are likely to be significant savings of staff time when compared with running the Grampians Pyrenees Business Awards.

CONCLUSION

Targeted social media and digital tools that are available to small business to market and promote their goods and services are considered to be a more effective means for organisations to build their brand in the current day.

There are also likely to be more targeted and effective outcomes by economic development staff in developing an annual small business training program, rather than via the traditional awards program. In addition to being more targeted to the needs of small business, this option is likely to significantly reduce the impact on staff time.

The development of a small business festival is therefore deemed to be a more effective and efficient way of developing small business capacity in the Grampians Pyrenees.

CR CLARK / CR EASON

That Council allocate the \$7,500- budget funds held for the Grampians Pyrenees Business Awards towards the development of a small business festival.

CARRIED

ASSET AND DEVELOPMENT SERVICES – PLANNING

6. PYRENEES FUTURES – AVOCA STREETSCAPE

Matthew Novacevski – Senior Planner – Strategy and Place

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

File No: 66/22/28

PURPOSE

This report seeks Council support to release the draft Avoca Framework and Streetscape Masterplan for public review during May 2019.

BACKGROUND

The Avoca Framework and Streetscape Masterplan is one of nine framework plans being developed for major towns across the Pyrenees Shire. The plan is based on extensive community engagement that identified a clear need for upgrades to urban amenity and public realm in High Street. As a result, the plan includes a Streetscape Masterplan that sets in place a ten-year program of streetscape improvements that acts on community feedback and forms High Street as a place for people. The framework plans also propose planning policy reforms that pave the way for and guide responsible growth over a five and ten-year horizon.

The plans use a place-based philosophy that aims to draw on and foster local character and identity as a platform for sustainable growth while working towards a more vibrant, people-friendly town centre.

ISSUE / DISCUSSION

The Avoca Framework and Streetscape Plan uses the Pyrenees Futures planning approach, which identifies and draws on the distinctive assets and character of the shire's major towns to help foster positive development. The project uses a place-based model which represents cutting-edge planning practice and provides scope for planning to address a range of issues including health and wellbeing, economic development, housing provision, social inclusion and environmental factors.

The plan has been produced with detailed community engagement and consultant support. It involves:

- Updating current planning policies, which are out-of-date and do not position Avoca to pursue a range of vital opportunities.
- A focus on efficient residential land releases that will enable growth in areas well-connected to the town centre and not subject to bushfire or flooding risks. Opening up scope for more intensified residential development in these areas in turn works towards generating an economy of scale to support local services and businesses.
- Better guidance regarding the design of future development in the town.
- Fostering a stronger sense of place throughout the town that draws from connections to landscape, the Avoca River and the regional wine industry.
- Strengthening the town centre by making High Street a more people-friendly place, responding to community feedback around traffic safety, a current lack of shelter and lack of seating. This would make the town centre both a focus of community pride and interaction at a local level, and a stronger tourism and service centre for the state-significant Pyrenees Wine Region.

Extensive community engagement was conducted during the development of the plans, including a public drop-in session, workshop with Avoca Primary School's Grade 5/6 students, a public workshop, workshops with service agencies and hard copy/online surveys. This community engagement has informed the themes that underpin the plan, from which actions and strategies have been developed.

The plans proposed would involve significant long-term investment in Avoca's town centre, recognising its importance as a focus of community activity and to longer term shire-wide social and economic prosperity. Due to the scale of works required, Council would need to seek further funding from other levels of government to fully implement the streetscape masterplan in a staged manner.

From a land use point of view, the plans address shortcomings in current local planning policies, which are out-of-date and do not position the town to take on opportunities and meet spatial challenges.

Final draft plans are now being produced for public exhibition and Councillors have been briefed on the content of the draft plans. It is now proposed that Council places these final draft plans on public exhibition during May 2019, with a view to starting implementation in the 2019/20 financial year through planning policy reform and beginning streetscape works.

Should Council elect to place the plans on public exhibition, submissions and feedback would be invited to inform final plans that would be brought back to Council for adoption.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

5.2 - Prepare and implement township framework plans to guide future development in Beaufort, Avoca, Snake Valley, Lexton, Waubra/Evansford, Landsborough, Moonambel, Amphitheatre and Raglan and then consider extending the planning to include other towns.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The Framework and Streetscape Plan mitigates risks to Council and the community posed by outdated planning frameworks that are no longer fit for purpose.

Because of the scale of opportunity at play in Avoca, Council has invested funding to support the work of officers in developing the plans. The Streetscape Masterplan reflects the need for significant capital works investment in Avoca's town centre. This would need a staged approach to implementation and advocacy support in order to seek funding from other levels of government.

Should Council adopt the plans following community engagement, there would also need to be further investment to develop infill design guidelines and update the Pyrenees Planning Scheme. This work is important in addressing policy shortcomings that are currently affecting land use planning and development within the Shire.

CONCLUSION

The draft Avoca Framework and Streetscape Plan represents an important step in the Pyrenees Futures project. It is designed to set the course for a significant program of ongoing investment that responds to community feedback, focusing on vital public realm improvements and intensifying a strong and distinctive sense of place.

It is recommended that Council resolves to place the final draft plans on public exhibition during May 2019, with a program of community drop-ins and feedback opportunities to be arranged.

CR EASON / CR KEHOE

That Council places the draft Avoca Framework and Streetscape Plan with or without amendment on public exhibition.

CARRIED

ASSET AND DEVELOPMENT SERVICES

7. CROWLANDS WASTE & RECYCLE SKIP SITE

Phil Diprose – Project Management Officer

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

File No: 68/08/06

PURPOSE

The purpose of this report is to provide to Council the result of a community survey for a roadside waste and recycle collection service within the Crowlands community.

BACKGROUND

The Crowlands skip facility is situated at the intersection of Spring Flat Road and Howlett Street in Crowlands. The site has a general waste skip, a recycle skip and a metal skip located in the road reserve.

The site is used to collect household waste and recycle material from the Crowlands community and surrounding farming areas.

The Crowlands site is now experiencing a trend of illegal dumping of hard waste, commercial waste, green waste, tyres and mattresses. The Crowlands Skip facility is for general household waste and recycle. It does not have the infrastructure in place to handle other materials.

ISSUE / DISCUSSION

The Crowlands skip facility is now receiving commercial waste, hard waste material and green waste which are being dumped adjacent to the skips. This is making the area unsightly and encouraging more material to be dumped. The items below are options for the Crowlands community to dispose of their household waste.

A survey has been sent to 31 Crowlands households. The accompanying letter explained Council's concern with the overuse of the skip facility. The survey asked the residents if they would like to be part of the roadside waste collection service. The question on the survey was:

Would you support a roadside collections service if appropriate contract arrangements can be made for the rural area around Crowlands

Council have received 23 responses with:

- 9 indicating Yes
- 14 indicating No

Council has received correspondence from two Crowlands residents and numerous phone calls offering suggestions to help with this issue, suggestions have included but are not exclusive to:

- Lockable waste bins at the general waste site
- Fencing of the general waste site
- Signage
- Monitoring

It would be expected that the existing location of the skip site in Crowlands would require a vehicle to transport the waste material. The distance from Crowlands is 15 kilometres to the Landsborough Transfer Station. If the Crowlands site was to be closed, access to a Municipal Transfer Station is in close proximity.

The Crowlands waste site is in an area that cannot be easily monitored by the community. This allows people from outside the community easy access to dump their waste material, which could include asbestos and other building materials, without contributing to the cost of disposal. The clean-up of this material is costing the community \$600-\$800 each time.

Fencing can be erected at a new site with access provided to designated residents through a key system or similar. This key system will need to be provided and maintained by Council. This may still not prevent material from being placed on the outside of the fence by patrons who do not have a key or what material is deposited at the site.

Providing a manned Transfer Station will incur establishment and management costs. An appropriate site will need to be found which would include a 200 meter buffer zone around the site. This would need amendments to Planning Zones to accommodate a Transfer Station.

If the current site remains, planning issues will still need to be addressed.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 5 - Environment

5.2 – Provide efficient and effective waste management.

ATTACHMENTS

7.1 Copy of the survey and accompanying letter.

FINANCIAL / RISK IMPLICATIONS

Council has directed contractors to remove greenwaste, hardwaste and commercial waste on three occasions over the previous 12 months at this site at a cost of approximately \$800 per clean up. Further clean up works would be expected. The dumped material is a fire risk and would be a trip/fall hazard for people using the site.

The existing site at Crowlands is operating without the need for any further planning approval to operate a Transfer Station.

An indicative cost to provide a concrete based fenced area to house a skip bin for the Crowlands community at a new location to be determined would be approximately \$5,000.

CONCLUSION

The community has been consulted about whether they would accept a roadside service as an alternative to the current facility and while there was some support, majority did not support such a proposed change. The current skip facility site in Crowlands has been problematic from the dumping of unregulated waste. This issue can be addressed through the use of existing approved transfer station sites within Pyrenees Shire. It is understood that this will have a change to the level

of service that the Crowlands community has experienced. Therefore it is recommended that alternative sites within the Crowlands community be identified and developed to meet community needs.

OFFICER RECOMMENDATION

That Council:

1. Close the current Crowlands skip site and communicate to residents that they will need to utilise the Landsborough Transfer Station or other transfer stations until an alternative site is developed.
2. Investigate other sites in the Crowlands area where a fenced compound could be located to service the Crowlands community, subject to obtaining land owner and regulations approvals.

CR EASON / CR CLARK

That Council:

1. Close the current Crowlands skip site and communicate to residents that they will need to utilise the Landsborough Transfer Station or other transfer stations until an alternative option is developed.
2. Investigate other sites in the Crowlands area where a fenced compound could be located to service the Crowlands community, subject to obtaining land owner and regulations approvals.

CARRIED

8. NAPOLEON LANE

Douglas Gowans – Director Asset and Development Services

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

File No: 58/02/08

PURPOSE

The purpose of this report is for Council, as the naming authority for roads within its region, to consider public submissions and accept or reject the amendment of “Napolean Lane” to “Napoleon Lane”.

BACKGROUND

Council has received a request from a resident on the road to review the spelling of “Napolean Lane” Waterloo. The resident notes that the spelling should be the same as the historical figure Napoleon Bonaparte, a French political leader at the battle of Waterloo.

On review, the road name appeared to have been adopted during the rural addressing process in 2001 and was never ratified by Council. Also, former residents and some old title documents suggested that there may have been historical road names already in existence and recorded on a superseded “Waterloo Township Plan”.

Whether by accident or intent the road name lodged for the rural addressing process, varies from the generally accepted spelling of “Napoleon”, and as such, this causes confusion and raises concerns relating to emergency vehicles.

Council on the 15th August 2017 agreed to seek public submissions by advertising the proposal to amend the spelling of “Napolean Lane”.

ISSUE / DISCUSSION

A checklist has been completed to ensure that the proposed name, “Napoleons Lane”, meets the statutory requirements for naming of roads under Section 2 and Section 3.

The amendment complies with the principles of:

- ensuring public safety - by reducing confusion; and
- recognising the public interest – for the residents on this road.

The weakest area of compliance, is that the proposed road name, links the name to the historical incident at Waterloo in Belgium, but has little local history other than the name is currently in use.

The consultation process involved letters to the two affected residents and the five properties with frontage to the road and in an attempt to build awareness in the extended community an advertisement detailing the proposed name change was placed in the Pyrenees Advocate.

This resulted in two submissions being received from the affected residents. Both submissions were in favour of renaming the road to Napoleon Lane.

No submissions were received from the extended community.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - Roads

3.1 – Maintain and enhance the road network in line with the Road Asset Management Plan level of service.

This proposal complies with:

- Pyrenees Shire Council – Principles on Road Naming policy.
- Naming Rules for Places in Victoria – Statutory Requirements for Naming Roads, Features and Localities 2016.

ATTACHMENTS

- 8.1 NP35 Plan to Amend Napolean Lane Waterloo
8.2 NP35 Submission 1
8.3 NP35 Submission 2

FINANCIAL / RISK IMPLICATIONS

Costs associated with the renaming of the road are able to be accommodated within the limits of Council's operating budget.

The clear naming of roads and accurate addressing is important to ensure that residents are able to be located by emergency services and to receive mail. .

CR KEHOE / CR FERRARI

That Council:

1. Ratifies the road name 'Napoleon Lane'.
2. Forwards a report to the Registrar of Geographic Names for consideration of the name Napoleon Lane.

CARRIED

9. VEAC SUMMARY REPORT

Douglas Gowans – Director Asset and Development Services

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

File No: 30/02/02

PURPOSE

The purpose of this report is to provide an update to Council on the release of the Central West Investigation Consultation Summary and provide Council the opportunity to undertake further direct advocacy to the Environment Minister.

BACKGROUND

In August 2018, VEAC released the Central West Investigation - Draft Proposals Paper for public comment.

The purpose of the Central West Investigation is to:

- a) Identify and evaluate the condition, natural and biodiversity values and cultural, social and economic values and the current uses of public land in the specified area; and
- b) Make recommendations for the balanced use and appropriate management arrangements to conserve and enhance the natural cultural and cultural values.

Further, the *Victorian Environmental Assessment Act 2001* describes the purpose and objective of the VEAC committee as being to "...make recommendations relating to the protection and ecologically sustainable management of the environment and natural resources of public land.

Council provided a submission to the proposed recommendations in November 2018.

The Victorian Environmental Assessment Council (VEAC) has prepared a Central West Investigation Consultation Summary which reports on the feedback VEAC received on its Draft Proposals Paper. The report also summarises the engagement activities that were carried out to inform and involve those with an interest in the investigation area.

ISSUE / DISCUSSION

Council in its submission provided feedback on the following areas:

- A reduced opportunity for members of our community to collect firewood from public land
- An increasing deer population within Mt Cole and the potential methods for control
- How the proposed land status changes impact existing equine activities and the shires ability to host events such as the Tom Quilty Gold Cup
- How the impacts on fossicking and prospecting will impact tourism
- A concern around the potential concentration of recreational activities within the Mount Cole State Forest if the Pyrenees and Wombat areas no longer support certain uses
- Impacts on tourism and industry
- Governance and agenda of VEAC throughout the review

The summary has not changed VEACs recommendations to the Minister and it is council officers view that Council should take every opportunity to ensure that Councils views are represented prior to the Minister making a decision on whether to accept VEACs recommendations.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 5 - Environment

5.2 - Review land use planning strategies.

ATTACHMENTS

9.1 Central West Investigation Consultation Summary (*circulated separately*)

FINANCIAL / RISK IMPLICATIONS

There may be impacts on the shire's economy (+/-) should the recommendations be implemented. The value of potential impacts is unknown at this stage.

CONCLUSION

VEAC is required to submit their final recommendations for the Central West Investigation in June 2019.

It is important that Council utilise every opportunity to represent community needs and aspirations, whilst supporting the sustainable use and management of natural resources.

CR CLARK / CR FERRARI

That Council:

1. Notes the Central West Investigation Consultation Summary
2. Writes to the Environment Minister to further represent Council's views on the impact of implementing the draft recommendations.

CARRIED

CORPORATE AND COMMUNITY SERVICES

10. HEALTH, SAFETY AND WELLBEING STRATEGY

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: 16/24/17

PURPOSE

The purpose of this report is to seek Council endorsement of the Health Safety & Wellbeing Strategy 2018-2021.

BACKGROUND

In November 2017 Council entered into a self-funded workers compensation arrangement, alongside 30 other Victorian councils, overseen by the Municipal Association of Victoria (MAV).

Compliance requirements imposed by Worksafe Victoria to fulfil membership of the self-funded scheme include participating in a three-year OHS improvement program. Part of this program includes development and implementation of OHS related policy documents, including an OHS Strategy.

The Pyrenees Way

Council has developed and adopted a safety vision – The Pyrenees Way – which summarises how the organisation will manage its health, safety and wellbeing obligations – ultimately representing a future culture where safe work practices and attitudes are reflective of the way we do things at the Pyrenees Shire Council.

Ensuring health, safety and wellbeing is part of the way we do our work – it is not a stand-alone activity. Eliminating and reducing risk of harm is not only the duty of employers, but is the responsibility of everyone in the workplace.

The Pyrenees Shire Council will be an organisation where we put the health, safety and wellbeing of our staff ahead of all else, because we know that the happiest, healthiest and most engaged staff will take the best care of our community.

ISSUE / DISCUSSION

As part of the three-year OHS improvement program currently underway a three-year strategy has been developed to articulate planned activities to meet the Pyrenees Shire Council safety vision – “The Pyrenees Way”. The strategy focuses on five pillars of health, safety and wellbeing:

- OHS policies and procedures
- Hazard / risk management
- Incident management
- OHS training and communication
- Health and wellbeing

The development approach was underpinned by the evolving environment in which Council operates. Some of the current and emerging challenges include:

- Mental health – mental injury claims are increasing, while physical injuries are declining.
- An ageing workforce and the associated change in claims profile – impacts from long-term physical activity and increased recovery timeframes, combined with a reduction in acute injuries normally associated with less experienced workers.
- Concept of work/employment is changing outside of the traditional industrial style work arrangements. An increasing number of people want flexible working arrangements, are working from home, are working for multiple employers at once, or are self-employed or employed under different arrangements (e.g. contractors, labour hire employees, volunteers).
- Digital disruption and technical advancements, resulting in changes to the way we work, communications and the workforce.
- MAV WorkCare OHS Improvement Plan – a three-year project to improve member councils' OHS compliance to WorkSafe standards, with an aim to achieve 100% compliance by the end of 2020.

Since development, the Strategy has been widely communicated and feedback sought from staff, including members of the OHS and Risk Management Committees. Due to extensive consultation and amendment, some actions within the Strategy have already commenced which is why the Strategy commencement date is retrospective.

A copy of the Strategy is attached for Council consideration and a request is made for Council to adopt the Strategy as an official document of the organisation.

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.

4.3 - Provide a safe working environment through the provision of an integrated risk and OH&S management system.

ATTACHMENTS

10.1 Health Safety & Wellbeing Strategy 2018-2021 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Council has a legislated duty of care to its staff, contractors, volunteers and any other person who may visit a Council workplace, to provide a safe workplace environment. This strategy aims to complement work already done or in progress to reduce risks associated with this legal obligation.

CONCLUSION

Council has a legal obligation to provide a safe workplace for any individual within that workplace. A strategy has been developed to communicate plans to continue work completed or in progress to proactively improve health, safety and wellbeing within the Pyrenees Shire Council workplaces. This strategy is now attached for Council consideration and adoption.

CR CLARK / CR EASON

1. It is recommended that Council adopts the Health, Safety and Wellbeing Strategy 2018-2021 as a formal Council Strategy;
2. That the Strategy be published on Council's website; and
3. That progress reports be provided as part of the biennial risk management reporting schedule to Council and Council's Audit & Risk Advisory Committee.

CARRIED

11. 2018/19 RATES ARREARS STATUS

April Ure – Property Revenue Officer

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

File No: 52/08/02

PURPOSE

The purpose of this report is to outline the level of Rates and Charges currently outstanding, and indicate the level of instalment payments not yet due.

BACKGROUND

Rates and Charges are raised against assessable properties annually and form a major part of Council's income in the Annual Budget.

Diligent follow-up of the collection of this revenue ensures that Council's policies for collection are equitably imposed across the shire.

ISSUE / DISCUSSION

As at 2nd April 2019, an amount of \$1,628,357.93 for Rates and Charges was classified as being outstanding to Council. This represents 14.82% of the amount due this financial year.

Further, Council has fourth Instalment payments totalling \$918,883.85, due by 31st May 2019.

A summary of the current Rates and Charges balance is as follows (please note the different reporting months):

| | April 19 \$000's | March 18 \$000's |
|---|---------------------|---------------------|
| Instalment ratepayers outstanding | 919 | 1,050 |
| Current Years Rate & Charges Arrears | 796 | 1,398 |
| Credit Balances | -87 | -44 |
| Total Outstanding | 1,628 | 2,404 |
| | | |
| Breakdown of Arrears | April 19 \$000's | March 18 \$000's |
| General arrangements with Council | 95 | 80 |
| Existing Debt Collection Agency | 158 | 249 |
| 2018/19 Debt Collection Agency Lodgement | 529 | 823 |
| Arrears without Arrangements (inc Minor Balance and Hardship) | 15 | 25 |
| | 797 | 1,398 |
| | | |
| Rate & Charges Income | April 19 \$000's | March 18 \$000's |
| Rate & Charges arrears as % of rate income | 10,985 | 10,996 |
| | 12.72% | |
| | | |
| Balance 30 June 2018 | | 593 |

The table above shows a breakdown of arrears totalling \$796,594.67 over 523 assessments. (2017/18 year was \$1,398,274.93 over 842 assessments).

Outstanding Notices were issued to all ratepayers with outstanding balances on 20th February 2019, and were delivered from the 28th February 2019, in line with previous years.

Ratepayers had until the 15th March 2019 to pay the outstanding balance or to contact the Pyrenees Shire Rates Department to make alternative payment arrangements. Outstanding balances after this date were sent to the Debt Collection Agency, and processes in line with the Revenue Collection Procedure will be undertaken to collect the outstanding arrears.

Of the outstanding balances, including arrangements with Council and assigned to the Debt Collection Agency, totalling \$796,594.67, the following breakdown of rating differentials occurs.

| | Total Outstanding | Number of Assessments | Total Generated at Billing | % Outstanding Against Rates Raised with Arrears |
|------------------------------------|---------------------|-----------------------|----------------------------|---|
| Non Rateable | \$387.99 | 3 | \$0.00 | 0.00 |
| Vacant Land <2Ha | \$57,078.20 | 51 | \$205,425.99 | 27.79 |
| Vacant Land Other | \$107,617.35 | 91 | \$701,249.02 | 15.35 |
| House Flats etc | \$377,407.46 | 272 | \$2,833,664.79 | 13.32 |
| Commercial | \$8,179.63 | 4 | \$117,855.50 | 6.94 |
| Industrial | \$11,288.96 | 5 | \$139,536.68 | 8.09 |
| Farms | \$233,911.92 | 93 | \$4,365,823.80 | 5.36 |
| Recreational & Cultural | \$723.16 | 4 | \$14,552.78 | 4.97 |
| | \$796,594.67 | 523 | \$8,378,108.56 | 9.51 |

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Leadership

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Costs associated with the collection of outstanding rates and charges are incurred by the ratepayer.

CONCLUSION

As at 2nd April 2019, an amount of \$796,594.67 for Rates and Charges was classified as being outstanding to Council. Ratepayers had the opportunity to make an arrangement with Council, totalling \$94,817.80. The Debt Collection Agency will seek to collect the outstanding balance in line with the Revenue Collection Procedure.

CR EASON / CR KEHOE

That Council

1. Receives the Outstanding Rates and Charges report as at 2nd April 2019; and
2. Requests a further report on the outstanding Rates and Charges at the end of financial year.

CARRIED

12. MAV ADVOCACY – VICTORIAN COMMUNITY CARE SYSTEM

Martin Walmsley – Manager Community Wellbeing

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

File No: 36/13/02

PURPOSE

The purpose of this report is to update Council on the MAV's advocacy regarding the Victorian Community Care System and to seek Council's support in undertaking municipal advocacy to secure funding and partnership commitments from political parties ahead of the federal election.

BACKGROUND

On 19 March the MAV presented as a witness to the Royal Commission into Aged Care Quality and Safety in Adelaide, which provided the opportunity to reinforce our sector's national position on the future reform of community aged care.

The fifty-minute evidence covered key aspects of the MAV's written submission, which included contributions from the ALGA, and the Local Government Associations of NSW and SA.

The MAV evidence reinforced the need to retain ongoing block funding for the Commonwealth Home Support Program (CHSP) beyond June 2020, and to reinstate annual growth funding, discontinue Level 1 Home Care Packages and roll these into the CHSP. The MAV also recommended continuing Commonwealth and State/Territories investment in local government to support councils to act as effective public sector stewards at the local level.

The Commission is due to deliver an interim report by 31 October 2019, with a final report by 30 April 2020.

Since presenting to the Royal Commission, the CHSP has been extended for two years from 1 July 2020 to 30 June 2022, as announced in the 2019 Australian Government Budget.

ISSUE / DISCUSSION

The MAV has also:

- made a fresh round of representations to the Prime Minister, Minister for Senior Australians and Aged Care, Opposition Leader and the Australian Greens;
- worked with the ALGA to ensure community aged care was one of the priority issues included in their federal election advocacy campaign, and their 2019 federal budget submission;
- briefed the Victorian Government and sought their support for our federal advocacy position; and
- continued to work with Victorian councils on coordinated advocacy activities.

The MAV is encouraging councils to undertake municipal-level advocacy to secure funding and partnership commitments from political parties ahead of the federal election by:

1. Writing to or meeting with local Federal MPs to brief them on the current issues and solution sought by local government to stabilise our community care system;
2. Writing to local Federal election candidates seeking their commitment to the MAV's five critical actions;
3. Sharing local community care service statistics and stories on social media using #fixcommunitycare and #auspol;
4. Using the campaign logo on your advocacy documents and social media posts.

The MAV's five critical actions are contained in Attachment 12.1.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

12.1 MAV Advocacy Handout which includes the MAV's five critical actions

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report.

CONCLUSION

The MAV has advocated strongly for the Victorian Community Care System and is now encouraging councils to do so at a municipal level.

Whilst the CHSP extension alleviates some immediate pressure on many councils, it falls short of addressing the raft of challenges arising from the aged care reforms. Concerns remain on the impacts on councils, clients, carers, workforces and communities and the additional challenges experienced by rural and regional councils regarding thin markets.

OFFICER RECOMMENDATION

That Council:

1. Note the MAV's advocacy for the Victorian Community Care System.
2. Write to or meet with the Hon. Dan Tehan, Member for Wannon to brief him on the current issues and solution sought by local government to stabilise our community care system.
3. Write to local Federal election candidates seeking their commitment to the five critical actions.
4. Share local community care services statistics and stories on social media using #fixcommunitycare and auspol.
5. Use the campaign logo on our advocacy documents and social media posts.

CR CLARK / CR EASON

That Council:

1. Note the MAV's advocacy for the Victorian Community Care System.
2. Write to or meet with local federal members to brief them on the current issues and solution sought by local government to stabilise our community care system.
3. Write to local Federal election candidates seeking their commitment to the five critical actions.
4. Share local community care services statistics and stories on social media using #fixcommunitycare and auspol.
5. Use the campaign logo on our advocacy documents and social media posts.

CARRIED

CHIEF EXECUTIVE OFFICER

13. INQUIRY INTO RECYCLING AND WASTE MANAGEMENT

Jim Nolan – Chief Executive Officer

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

File No: 68/10/08

PURPOSE

The purpose of this report is to inform Council about an inquiry into recycling and waste management and to seek direction about making a submission to the inquiry.

BACKGROUND

On 6 March 2019, the Victorian Legislative Council sought the Environment and Planning Committee to “inquire into, consider and provide an urgent interim report, as the committee deems necessary, on the current circumstances in municipal and industrial recycling and waste management, and provide a final report, by Tuesday, 13 August 2019, on the crisis in Victoria’s recycling and waste management system, partly resulting from the China waste importation ban...”

The Terms of Reference include but are not limited to the following:

1. the responsibility of the Victorian government to establish and maintain a coherent, efficient and environmentally responsible approach to solid waste management across the state, including assistance to local councils;
2. whether the China National Sword policy was anticipated and responded to properly;
3. identifying short and long-term solutions to the recycling and waste management system crisis, taking into account:
 - a. the need to avoid dangerous stockpiling and ensure recyclable waste is actually being recycle
 - b. the cleaning and sorting capabilities and the processing capabilities in Victoria and the potential to expand the local recycling industry
 - c. how to better enable the use of recycled materials in local manufacturing;
 - d. the existing business model and economic challenges facing the existing industry;
 - e. the quantifiable benefits, including job creation and greenhouse gas emissions reduction, of pursuing elements of a circular economy in Victoria;
 - f. the existing Sustainability Fund and how it can be used to fund solutions to the waste crisis;
4. strategies to reduce waste generation and better manage all waste such as soft plastics, compostable paper and pulp, and commercial waste, including, but not limited to:
 - a. product stewardship;
 - b. container deposit schemes;
 - c. banning single-use plastics;
 - d. government procurement policies
5. relevant reviews, inquiries and reports into the waste and recycling industry in other Australian jurisdictions and internationally;
6. any other related matters.

Submissions are invited up until 10 May 2019.

ISSUE / DISCUSSION

Council may wish to make a submission to the inquiry from the perspective of a small rural municipality which has been impacted by the significant increased costs associated with recent events involving SKM not being able to receive recyclables.

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.
5.5 - Protect our environment by providing efficient and effective waste management.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

There are no financial implications to making a submission.

CONCLUSION

Given Council's recent experience with the recycling crisis, it is suggested that Council consider making a submission to the Victorian Parliamentary inquiry.

CR KEHOE / CR FERRARI

That Council:

1. Notes the terms of reference for the Victorian parliamentary Inquiry into Recycling and Waste Management, and
2. Makes a submission to the inquiry

CARRIED

14. FEDERAL ELECTION ADVOCACY

Jim Nolan – Chief Executive Officer

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

File No: 34/02/02

PURPOSE

The purpose of this report is to inform Council about the Rural Councils Victoria Federal Platform 2019, and to continue to support RCV to use the platform to advocate to federal parties in the lead up to the Federal Election.

BACKGROUND

At the time of preparing this report, the Prime Minister had not yet called the Federal Election which is expected to be in May 2019.

In the remaining weeks leading up to the election, it is worth Council understanding the key elements of the Rural Councils Victoria Federal Platform in the context of the recent Federal Budget, and consider an opportunity to support the Rural Councils Victoria (RCV) advocacy effort.

RCV is seeking all parties to rectify the growing divide between our major cities and rural areas, outlining funding commitments sought and key policy decisions for implementation.

ISSUE / DISCUSSION

The Federal Platform 2019 prepared by RCV contains the following key “ASKS” of government:

1. Roads to Recovery

ASK: Increase Roads to Recovery funding to \$800 million per annum

Comment:

The 2019 election announcement provided for the R2R program to be extended from \$400M to \$500M per annum nationally (25% increase). In addition the Roads Safety Federal Blackspots and the Bridges Renewal programs provide \$50 million and \$25 million respectively.

While this commitment is welcome, the amount is less than what is sought and short of addressing the national backlog of local roads requiring urgent attention.

It is important to note that 76% of Australian roads are managed by local government, and in the Pyrenees shire, Council is responsible for over 2000km of sealed and unsealed roads, and receives \$1.15M annually in R2R funding.

2. Redeveloping Main streets

ASK: A Main Street Redevelopment Fund of \$50 million per year for four years

Comment:

A main street redevelopment fund of \$50m per year over four years would support jobs growth, maintain vibrant economic centres and increase the potential for tourism in rural Australia.

In the Pyrenees shire, Council has undertaken work to develop framework plans for several towns. The implementation of actions from these plans will require significant investment.

3. Improving Financial Assistance Grants

ASK: Restore the value of Financial Assistance Grants to 1 per cent of Commonwealth taxation revenue

Comment:

Australia is growing, and so is the demand for council services. Since 1996, Local Government costs have increased more than 400%. Yet over that same period of time, the value of Financial Assistance Grants (FAGS) from the Federal Government has fallen from 1% of Commonwealth tax revenue to just 0.55% this year.

The 2019 Federal budget announced an increase of the FAGS to Victorian councils of 4.2% on the 2018/19 allocation to \$619.6M. While the (above cpi) allocation is welcome, this is still well below the ask of 1% of commonwealth taxation revenue.

In 2018/19 Pyrenees received an allocation of \$5,450,866 in Federal Assistance Grants.

4. Remove Mobile Black spots

ASK: Renew the \$220 million Black Spot Removal program

Comment:

The 2019 Federal budget announced an additional \$160 million investment in the Mobile Black Spot Program, and \$60 million to provide grants for improving mobile and broadband services in regional areas.

In Pyrenees, several communities have benefited / will benefit from funding for mobile phone base stations under this program at Landsborough, Moonambel, Waubra, Lexton, Amphitheatre and more recently at Mena Park. The importance of ensuring communities have access to mobile communication cannot be understated, and there are some communities in the Pyrenees Shire that are disadvantaged by not having mobile coverage that meets their expectations.

5. Continue Building the Better Regions Fund

ASK: Continue the Building Better Regions Fund

Comment:

The 2019 Federal budget announced \$206.2 million for a further round of the Building Better Regions Fund.

In 2019 Pyrenees Shire Council was successful in securing \$1M from this program for the Lexton community Hub, and in a previous round of the program, Council received \$149,000 towards the Beaufort walkability project. The continuation of this program is important to ensure rural communities have access for funding for these types of projects which enable small communities to grow and thrive.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

14.1 RCV Federal Platform 2019 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Increased federal funding for rural councils is critical for their sustainability, and the economic wellbeing of rural communities.

CONCLUSION

This report highlights a number of key issues for rural councils, and the importance of ongoing advocacy in conjunction with Rural Councils Victoria.

CR CLARK / CR EASON

That Council continues to support the advocacy of Rural Councils Victoria as outlined in the RCV Federal Platform ahead of the 2019 Federal election.

CARRIED

COUNCILLOR REPORTS AND GENERAL BUSINESS

Cr Ferrari

- Attended the MAV Planning Day. There is a lot to learn in the planning space and did get a lot out of the day.
- Attended a meeting with Beaufort Axemans Club. There are a lot of juniors representing at a state level and it is important to support the club.
- Took part in the Walkfest last weekend which was fantastic. It was wonderful and the community benefitted through health & wellbeing, fitness and more importantly social inclusion / interaction.
- Attended the opening of the Green Super Camp at Cavehill Creek last week. We are so lucky to have Cave Hill Creek in our municipality. The Green Super Camp is fantastic for the development of youth. It would be great to see more youth development schemes such as this in our area.

Cr Kehoe

- Had a huge community get together as part of the Resilience Project. A speaker discussed the Phoenix Model which is modelling of fire activity. It would be great to have this rolled out in other areas of the municipality so the community understand fire activity in their area and can prepare.
- Attended the Lexton Community Hub funding announcement by Dan Tehan MP. Congratulations goes to the Lexton community for their input into securing funding and also attending the announcement.
- Attended a community meeting, again as part of the Resilience Project. Chris from DELWP discussed forestry management which is timely in light of the VEAC report. Chris discussed how to utilise forests, how to make forest areas more accessible and for the community to understand where they can go.
- The Snake Valley Happenings newsletter has been relaunched. It is fantastic to see it published again and is a great tool for connecting the community.
- Attended the Lake Goldsmith Public Hall Committee AGM. The hall has seen some great renovations over the years and the committee is now looking at options for kitchen / meeting room renovations.
- Attended the Beaufort budget community consultation session. The community members who attended expressed that the forum was fantastic and were really thankful for the mode of presentation as it was in a format that the community could understand.
- The Eggstremely Eggcellent Easter Hunt will be held this Sunday at the Carngham Rec Reserve. Last year had a good turnout so it is expected an even better turnout at this one.
- My children attended a children's Spartan Run which is a mud run similar to the adults version of 'Tough Mudder'. It was great and would be really good to hold one in our area.

Cr Clark

- Thanked the Mayor for his continued work in advocating with RCV.
- Recently represented the Mayor at a Central Highlands Councils Victoria (CHCV) meeting. The group of Councils agreed to set up an incorporated association which is a terrific step forward and now have an entity working together now.
- It was fantastic to attend the Councillor Cuppa in Barkly and have such a great attendance by community members. The community were very appreciative of the work done to upgrade the hall.
- Attended the budget meetings which worked well even though there wasn't a huge attendance.

- Attended the 150yr celebration at Waubra Primary School which saw 300 people in attendance. It was a really good event for past students to visit.
- The Beaufort Historical Society are holding a plaque unveiling and book launch for the Trawalla Soldier Settlers 1.00pm on Sunday 28 April 2019 at Scullin Park to recognise the solder settlers.

Cr Eason

- Attended the announcement by Dan Tehan MP for the Lexton Community Hub.
- Attended Rail Freight meeting last week. It is noticeable the amount of money being funded for rail projects in particular for passenger rail. Rail seems to be something the Federal Government is interested in which will hopefully continue. Some of the trains on the Maryborough / Ararat Line have passenger carriages attached. Mr Nolan will be following through with this as this line is not for passenger rail.
- Attended the NBN forum in Avoca. There were a number of community members in attendance wanting to find out as much as possible about the NBN when it comes in. The main point of the evening was to allay the community's fears that services won't be turned off for another 12-14 months. It was a valuable evening.
- Attended a Landcare meeting at Natte-Yallock where water pipelines were discussed in particular one to come from the Wimmera Loddon Pipeline. Not sure if this will progress further however farmers have been asked to provide their interest and possibly have Wimmera Mallee Water to attend a meeting in the future. It seems that more people are becoming more interested in pipelines.
- Looked at the Pyrenees Unearthed event which looked to be a great event. Received some great feedback.

Cr Vance

- Attended the Walkfest which was a very enjoyable day.
- Attended the Pyrenees Unearthed which was a successful event. All comments received were all favourable.
- Attended the announcement by Dan Tehan MP for the Lexton Community Hub. Mr Tehan is very personable and works for the small communities.
- The CEO and I met with Peter Walsh MP, Deputy Leader of the Opposition. The Moonambel Water project and OPAN Project were discussed.
- Met with Minister Neville's senior staff recently also to discuss the Moonambel Water project. It has become clear that unless a 1/3 of the project cost can be provided by Local Government / communities many projects won't go ahead.
- Attended the Dja Dja Wurrung Annual Forum where reconciliation was discussed. It was a great way to network with other councils in this space. There is quite a bit of work ahead of Pyrenees SC in the reconciliation space.
- Will be attending the Rural Council Victoria (RCV) forum in Melbourne tomorrow.

CONFIDENTIAL ITEMS

15. 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 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:-

- 16. Rent Review – Beaufort Community House and Learning Centre
- 17. Tender for Flood Works (Batter Stabilisation) on Black Bottom Road
- 18. Rural Councils Transformation Program

CARRIED

16. RE-OPENING OF MEETING TO MEMBERS OF THE PUBLIC

CR KEHOE / CR FERRARI

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

CARRIED

CR CLARK / CR FERRARI

That the resolution for item no. 18 Rural Councils Transformation Program, as detailed below, be disclosed in open Council:

CR CLARK / CR EASON

That Council:

1. **Notes** that Pyrenees Shire Council is a participant in a grouping of councils that have made an application for funding under the Victorian Government Rural Councils Transformation Program (RCTP) for the following initiatives:
 - a. *Rural Councils Corporate Collaboration – Shared Services Program in conjunction with West Wimmera Shire Council, Yarriambiack Shire Council, Hindmarsh Shire Council, Central Goldfields Shire Council, Golden Plains Shire Council, Buloke Shire Council, Loddon Shire Council and Horsham Shire Council (lead council)*
 - b. *Central Highlands Councils Transformation Project in conjunction with Ararat Rural City Council, Central Goldfields Shire Council, Golden Plains Shire Council, Hepburn Shire Council, Moorabool Shire Council and City of Ballarat Council (lead council)*
2. **Notes** that for an RCTP application to be eligible for consideration, the following criteria must be met:
 - a. *Submission of a joint business case by 31st March 2019.*
 - b. *Each council must pass an accompanying resolution committing to implement the business case, if approved for funding. The resolution must be lodged with Local Government Victoria by 30th April 2019.*
3. **Approves** the submission of the business cases by Horsham Rural City Council and the City of Ballarat on behalf of Pyrenees Shire Council.
4. **Approves** implementation of the project(s) / initiative(s) within the submitted business cases by Pyrenees Shire Council, subject to the applications being approved for RCTP funding.
5. **Approves** prioritization of participation in the Central Highlands Councils Transformation Project should both initiatives be approved.

CARRIED

CARRIED

CR FERRARI / CR KEHOE

That Council:

1. receives the petition for 5 Acacia Court, Beaufort (in Correa Park) to be retained as the Michael O'Connor Memorial Park; and
2. requests a report be presented at the Ordinary Meeting of Council in May.

CARRIED

CLOSE OF MEETING

Meeting closed at 8.17pm

Minutes of the meeting confirmed

2019

Mayor