



**Pyrenees**  
Shire Council

# Minutes

## Ordinary Meeting of Council

**6:00pm Tuesday 15 September 2020**  
**Virtual Meeting**

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**1. WELCOME MEMBERS OF PUBLIC**

Mayor Cr Tanya Kehoe welcomed all to the meeting.

**PRESENT**

**Mayor:** Cr Tanya Kehoe

**Councillors:** Ron Eason, David Clark, Robert Vance, Damian Ferrari

**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)

**Information Systems Officer:** Shaun Elliott (IT support)

**2. STREAMING PREAMBLE**

Mayor Cr Tanya Kehoe read the livestream preamble.

**3. OPENING PRAYER**

The Mayor read the opening prayer.

**4. ACKNOWLEDGEMENT OF COUNTRY**

The Mayor acknowledged the people past and present of the Wadawurrung, Dja Dja Wurrung, Djab Wurrung and Wotjobaluk tribes, whose land forms the Pyrenees Shire.

**5. APOLOGIES**

Nil

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

- Cr Ron Eason declared an interest in Item 13.7 Planning Report PS2954/20
- CEO Jim Nolan declared an interest in Item 15.5 Services Associated with Sale of Land in Correa Park being addressed as a confidential item in Closed Council

**7. CONFIRMATION OF PREVIOUS MINUTES**

**CR EASON / CR VANCE**

That the Minutes of the Ordinary Meeting of Council held on 18 August 2020, as previously circulated to Councillors be confirmed, with a change to Item 13.4 which should read Carngham Streatham Road Rehabilitation Project instead of Chepstowe Streatham Road Rehabilitation Project.

**CARRIED**

**8. BUSINESS ARISING**

There was no business arising from the previous meeting held 18 August 2020.

## 9. PUBLIC PARTICIPATION

### Ms Patricia Gabb

#### Question 1:

The Shire has a complaints process on the website but it does not seem to facilitate residents who do not have a computer. Many people will be impacted negatively by the wind turbines from Stockyard Hill so how are you sharing the process for complaints with the community other than via the internet?

#### Question 2:

What is the Shires process to keep a correct record of wind turbine affected people and their complaints and how is the Shire going to support these people?

#### Response by Mr Douglas Gowans:

Mr Gowans thanked Ms Gabb for her questions and responded that Council has a records management system whereby all correspondence is logged and recorded. We meet the PROV Guidelines for record keeping and all records of complaints are kept within our system. Council is committed to receiving and investigating complaints where we are the responsible authority and have the requirement to investigate those complaints.

### Ms Sarah Hawker

#### Question 1:

As per my questions to Council last year, my query relates to the noise modelling undertaken by Marshall Day Acoustics using unspecified sound power curves to determine the turbine layout in breach of Permit Condition 25. Council's lawyers advised Stockyard Hill Community Guardians in a letter dated 18th September 2019, that Council had written to the Minister to request that reassessment of noise modelling occur in accordance with Condition 25 of the Permit. 1. Has the reassessment been undertaken in accordance with Section 25 of the Permit? 2. If the reassessment has occurred, can the results be made public, as per all other noise assessments?

#### Question 2:

3. If the reassessment hasn't occurred, with energisation imminent, does Council agree that it has a duty of care to its residents and that the energisation of the project without reassessment creates a foreseeable risk of future noise nuisance complaints and in light of the Bald Hills decision, that it would be negligent to allow Goldwind to use this development as the test bed for a newly released untested turbine?

#### Response by Mr Douglas Gowans:

Mr Gowans thanked Ms Hawker for her questions and responded that there is some complexity within these questions and having only received these today, we may need to do some further work to provide a written response. Council hasn't been made aware whether any reassessment has been undertaken by the Department. If we are made aware we are happy to share that information if it is made publicly available. In relation to the last part of the question, Council has written to the relevant State Government Department seeking clarification on the Minister's position on the satisfaction of the noise modelling. Council is yet to receive a formal written response but has been informed verbally, just recently, that the Minister is satisfied with the noise modelling. As stated, Council has written previously and more than committed to write to Ms Hawker when we receive that advice and hope to receive it formally in writing.

## 10. ITEMS FOR NOTING

### ASSET AND DEVELOPMENT SERVICES

#### 10.1. 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 the Planning and Development Department, during August 2020.

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 July and August 2020 are summarised in the table below:-

Activity	July 2020	August 2020	Financial Year to date
Applications received	17	12	29
Applications completed	10	11	21
Number of referrals	2	3	5
Requests for further information	5	8	13
Estimated cost of works	\$2,135,809	\$1,440,381	\$3,576,190

General Enquiries			
Enquiry Type	July 2020	August 2020	Financial Year to date
Pre-purchase enquiry	62	32	94
Pre-application enquiry	63	75	138
Existing permit enquiry	16	42	58
Current application enquiry	6	12	18
All other enquiries	33	21	54
<b>Total Enquiries</b>	<b>180</b>	<b>182</b>	<b>362</b>

#### STATUTORY PLANNING

The statutory planning team are continuing to find ways to assist the community and proponents to navigate the complex nature of planning approvals. The most recent initiative involves displaying applications that are on public exhibition in a spatial format. Now when members of the community view applications via Council's website, they will be taken to a map that indicates the location of the proposed activity and allows for a more accurate understanding of potential impacts to be determined.

PART B: BUILDING

**Activity**

The building activity statistics as at 31/08/2020 are summarised in the table below:

CATEGORY	July 2020	August 2020	COMMENT
Permits issued by private Building Surveyor	10	17	
'Property Information Certificates' prepared and issued	27	21	
'Report and Consent' issued	2	2	
Building Notices	0	1	
Building Order	0	0	
Resolved Building Notices	0	0	
Resolved Building Orders	0	0	
Direction to Fix Building Work	0	0	
Building permit inspections undertaken	2	0	
Council issued permits finalised	1	2	** Council have not issued building permits since June 2018.

**Council plan / legislative requirements**

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

**Financial / risk implications**

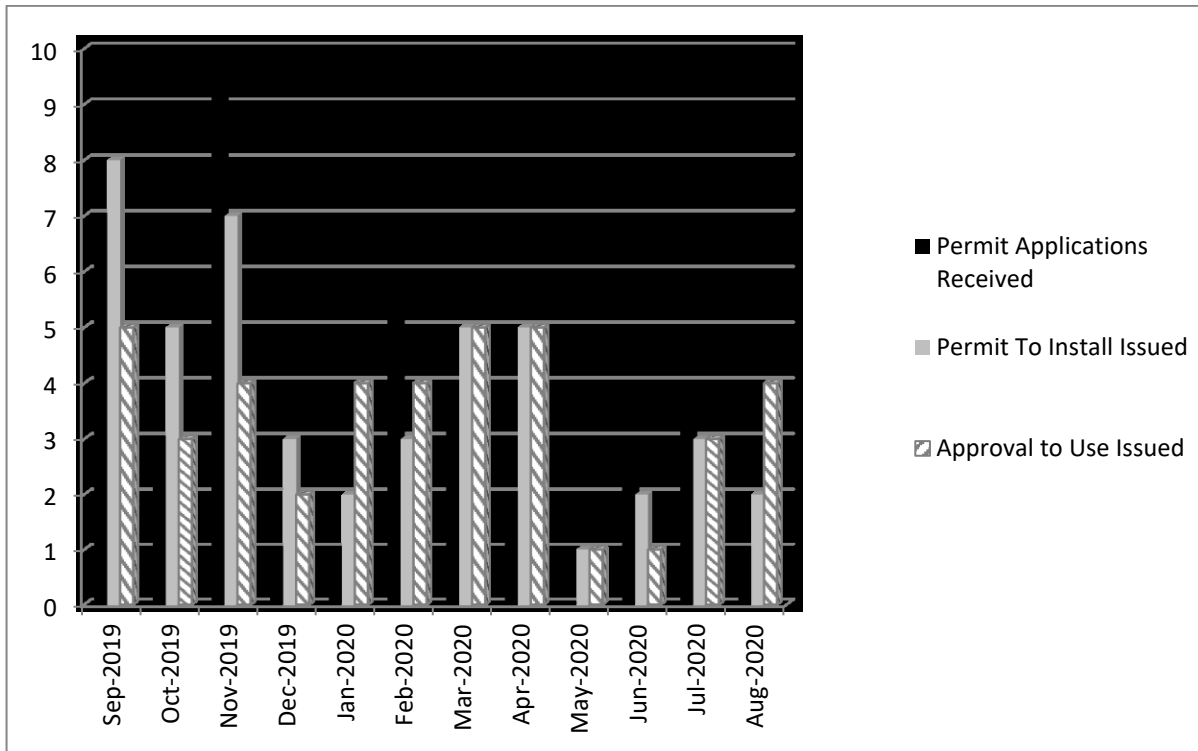
The Municipal Building Surveyor must have regard to any relevant guidelines under the *Building Act* 1993 or subordinate regulations. The building services department must ensure that a responsive service is provided that meets the demand of the building industry within the municipality.

PART C: ENVIRONMENTAL HEALTH

**Activity: Wastewater**

Period	Applications to Install or Alter Septic Tanks Received	Permits to Install or Alter Issued	Approval to Use Issued	Fees Paid
1st – 31st August 2020	1	2	4	\$410

Wastewater activity statistics for August 2020



Monthly wastewater activity (August 2020)

Wastewater related tasks for August 2020	
Septic Tank Inspections	3
Domestic Wastewater Management Plan Inspections	0
Domestic Waste Water Service Agent Reports	12

**Activity: Food, Health & Accommodation Premises**

*Food Act 1984 and Public Health and Wellbeing Act 2008 Premises activity*

Period	New Premises, Transfers and Renewals	Routine Inspection, Assessments and Follow Ups	Complaints Received about Registered Premises	Food Recalls	Fees Paid
1st – 31st August 2020	0	4	1	4	\$331.50

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

Due to the continued cancellation of most events and markets across the Shire, Streatrader activity has been minimal during July.

**Activity: Immunisations**

Immunisation sessions in Beaufort and Avoca are not being conducted due to COVID-19 and individual appointments continue to be arranged through Council’s Maternal Child Health nurse.



Session Type	Number of Clients & Vaccines	2 Month - 4+ Yr Old	Secondary School	Adult
August 2020	Clients	26	1	0
	Vaccines	42	2	0

Immunisation activity statistics for AUGUST 2020

### Compliance Issues

Council received one complaint regarding a registered food premise, and two Public Health and Wellbeing Act nuisance complaints during August, with one Infringement Notice being issued.

### Council plan / legislative requirements

- Council Plan 2017-2021
- Domestic Wastewater Management Plan 2015-2018
- Food Act 1984
- Public Health & Wellbeing Act 2008
- Public Health & Wellbeing Regulations 2019
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010
- Tobacco Act 1987
- Environment Protection Act 1970
- EPA Code of practice – onsite wastewater management

### 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 - Animals

	July 2020	August 2020	Total YTD (financial year)
Cats Registered	564		
Dogs registered	2308		
Cats impounded	2	3	5
Cats reclaimed	1	1	2
Cats Euthanised	1	0	1
Dogs impounded	2	0	2
Dogs Reclaimed	2	0	2
Dogs Euthanised/surrendered	0	0	0
Stock impounded	0	0	0

Registration and impoundment statistics

## ACTIVITY - Infringements

Infringement Type	July 2020	August 2020	Total YTD (financial year)
Domestic Animals Act	5	1	6
Local Laws	0	0	0
Road Safety Act	0	0	0
Environment Protection Act	0	0	0
Impounding of Livestock Act	0	0	0
Other	0	0	0
<b>Total Infringements Issues</b>	<b>5</b>	<b>1</b>	<b>6</b>
Prosecutions	0	0	0

Infringement statistics

## Key projects

Council's Community Safety and Amenity department is investigating a high number of complaints that have been received in relation to a series of unauthorised structures and dwellings that have been constructed throughout the shire. Investigations and enforcement action is being undertaken in collaboration with Council's Planning, Building and Environmental Health departments to ensure a wholistic approach.

## Council plan / legislative requirements

- Council Plan 2017-2021
- Domestic Animals Act 1994
- Domestic Animal Management Plan 2017-2021
- Environment Protection Act 1970
- Infringements Act 2006
- Impounding of Livestock Act 1994
- Road Safety Act 1986 / Road Safety Road Rules 2017
- Council General Local Law 2019

## CORPORATE AND COMMUNITY SERVICES

### 10.2. CUSTOMER ACTION REQUESTS (CARS) – AUGUST 2020

**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 requests made through the Customer Action Request System (CARS) for the month of August 2020.

#### BACKGROUND

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

Service requests are received for operational issues regarding maintenance, pools, local laws, building maintenance and compliance matters. The system is also used for internal telephone messaging and case management of some matters (primarily local laws, dogs, and cats).

#### ISSUE / DISCUSSION

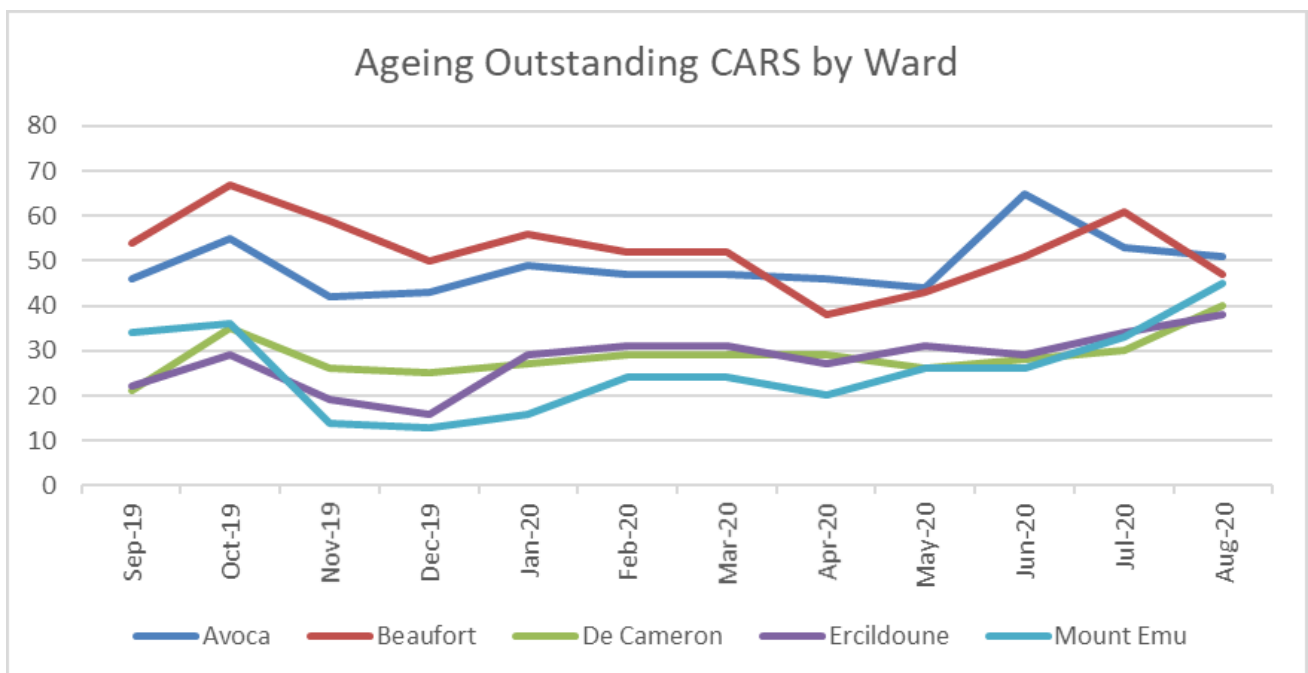
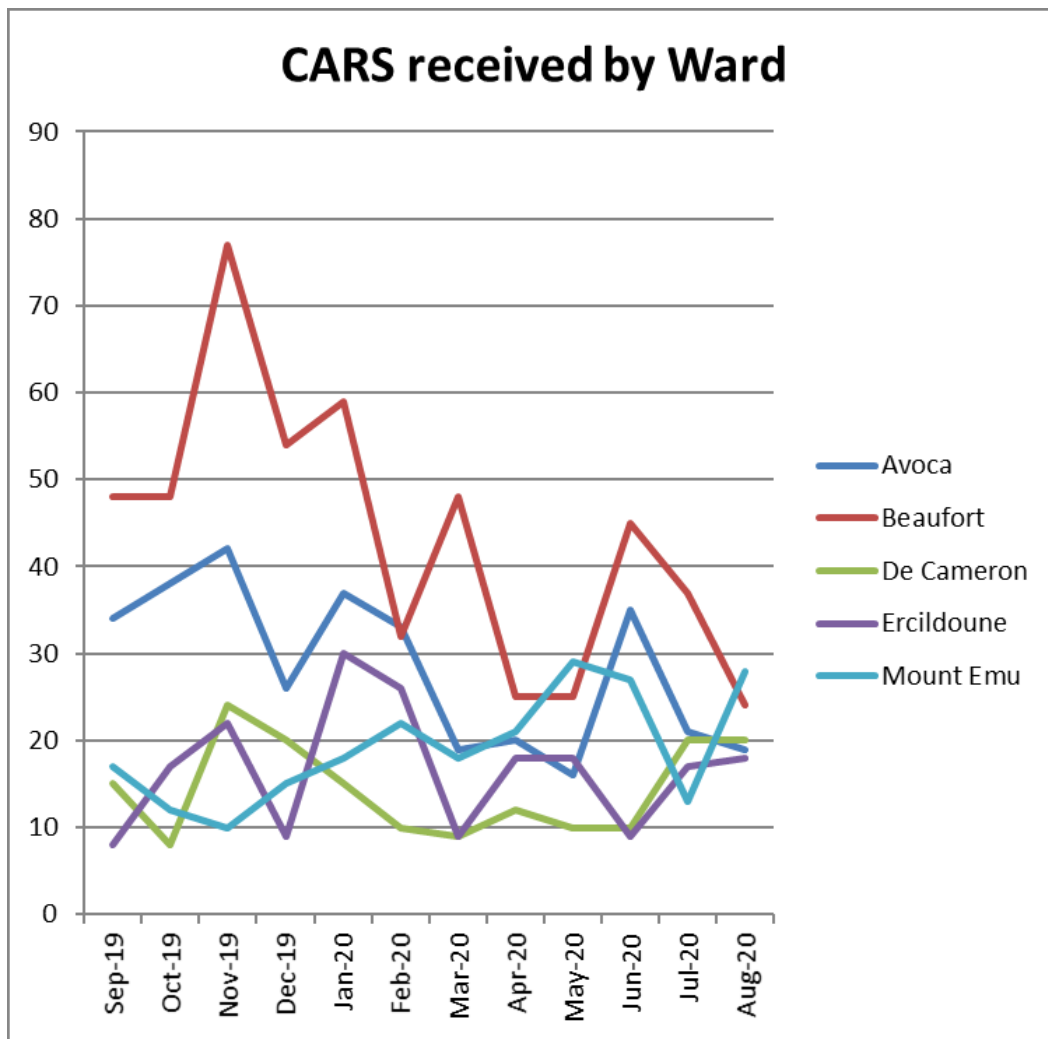
336 customer action requests were received in August 2020, of which 227 related to telephone messages. The number of telephone messages continues to be high reflecting the number of staff working from home due to COVID-19.

297 requests were closed during the month resulting in 321 outstanding. 86 telephone messages remain outstanding.

#### Requests by Ward:

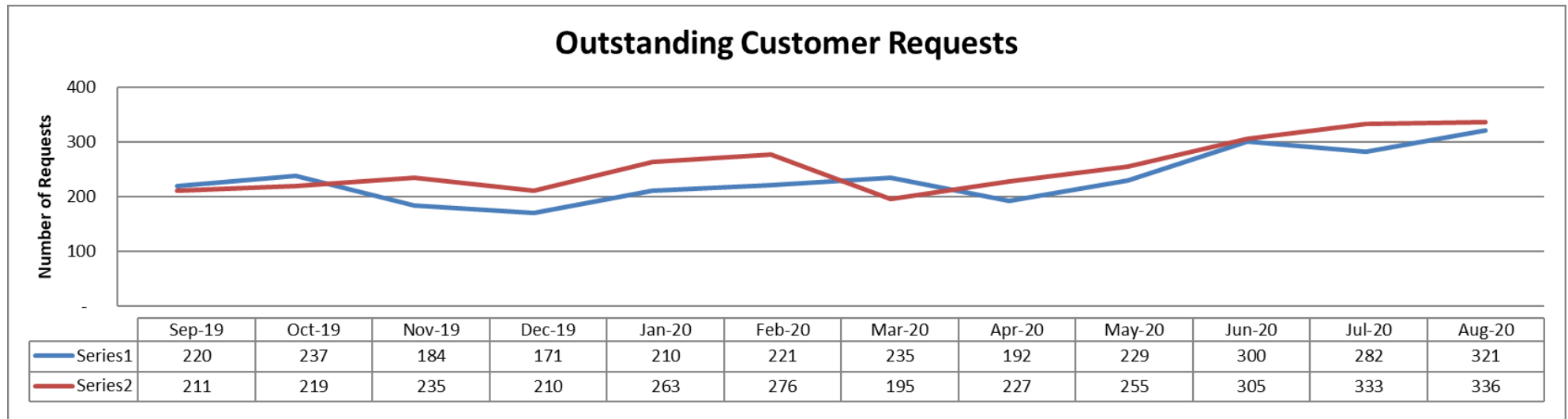
The following table shows an overview of requests received and outstanding by Ward. Requests received over and above these numbers relate to telephone messages which are not allocated by Ward.

	Avoca Ward	Beaufort Ward	De Cameron Ward	Ercildoune Ward	Mount Emu Ward
Number of Requests received in August 2020 (last month)	19 (21)	24 (37)	20 (20)	18 (17)	28 (13)
Requests received in August still outstanding	5	11	15	9	14
Outstanding requests older than 1 month	46	36	25	29	31
Total outstanding requests (last month)	51 (53)	47 (61)	40 (30)	38 (34)	45 (33)



**Total Customer Action Requests:**

Outstanding requests by age													
Year	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	% Change
2016	-	-	-	4	4	-	-	-	-				
2017	2	2	1	5	5	2	2	1	1	1	1	1	0%
2018	13	13	6	5	5	5	5	4	4	4	4	4	0%
2019	205	222	177	157	107	80	75	57	50	48	44	39	-13%
2020	-	-	-	-	89	134	153	130	174	247	233	277	16%
<b>Total outstanding</b>	<b>220</b>	<b>237</b>	<b>184</b>	<b>171</b>	<b>210</b>	<b>221</b>	<b>235</b>	<b>192</b>	<b>229</b>	<b>300</b>	<b>282</b>	<b>321</b>	<b>12%</b>
<b>Total requests logged</b>	211	219	235	210	263	276	195	227	255	305	333	336	1%



31 August 2020 - Open Requests - Type			
	July	Aug	Change
Roads & Rd Maint.	64	65	1
Streetlights	0	1	1
Drainage	34	37	3
Footpaths	6	6	0
Park & Reserves	15	14	-1
Roadside Veg	25	24	-1
Environmental Health	0	1	1
Planning	0	3	3
Bld maint	11	5	-6
Local Laws	40	43	3
Cats	6	5	-1
Dogs	21	18	-3
Livestock Act	1	4	3
Parking	1	1	0
Fire Hazard	1	1	0
Bld Compliance	0	1	1
Waste Management	0	2	2
Natural Disasters	0	0	0
Pools	0	0	0
Council cleaning	0	0	0
EPA - Litter	2	2	0
Design & Assets	0	2	2
GIS	0	0	0
Community Care	0	0	0
Telephone messages	55	86	31
<b>Total</b>	<b>282</b>	<b>321</b>	<b>39</b>

**Note:**

- The item 'Roads' now represents an amalgamation of Roads, Road Maintenance, Roads Unsealed and Road Maintenance Unsealed.

**COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

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

**ATTACHMENTS**

Nil

**FINANCIAL / RISK IMPLICATIONS**

There are no financial implications associated with this report.

**CONCLUSION**

The Customer Action Request System remains an integral part of Council's reactive identification of issues that need attention, as well as case management of more complex matters. Ongoing focus and efforts continue regarding resolution of customer requests in a timely and effective manner. COVID-19 has impacted upon the numbers of telephone messages received, increasing by large margins in the last three months.

**OFFICER RECOMMENDATION**

That Council notes the above report.

### 10.3. AUDIT AND RISK COMMITTEE

**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:** 32/04/04

#### PURPOSE

The purpose of this report is to provide Council with an update of the Audit & Risk Committee meeting held on 1<sup>st</sup> September 2020.

#### BACKGROUND

Section 54 of the *Local Government Act 2020* (the Act) requires Council to establish an Audit & Risk Committee. Council re-established its Audit & Risk Committee and approved the revised Audit & Risk Committee Charter under these provisions at its meeting in June 2020.

The Act also requires an Audit & Risk Committee to develop and work to an annual work plan.

#### ISSUE / DISCUSSION

A brief overview of the issues considered by the Audit & Risk Committee is provided for Council's information:

- Year End Financials, draft Performance Statement and the VAGO draft closing report and management letter inclusions were summarised by Manager Finance and the VAGO appointed auditor.

Actions arising from this item include:

- Two Councillors and the CEO to sign the final Financial Report and Performance Statement in their final form after any changes recommended or agreed to by the auditors have been made.
- Authorisation of the Principal Accounting Officer to make non-material changes to the Financial Report and Performance Statement that may arise from the audit.

The Auditor advised that VAGO had endorsed the manager letter and closing report so the findings will be for a clean audit with no material findings.

- The final budget for 2020/21 was summarised by the Manager Finance.
- Council's Internal Auditor [AFS & Associates] reported that no past issues were recommended for closure this meeting.

Discussion took place on this around past issues backlog and resources required to address this. A report on status of outstanding issues to be reported to each meeting in future and more work is required to increase focus on completions.

- An internal audit report was presented on a recent procurement audit. Key matters to be addressed are around the improvement of framework / processes to achieve a consistent procurement approach. Discussion took place around the findings of this report, focusing on the need to strengthen self-authorisation of invoices by purchase order originators, the recommendation to regularly review aggregate supplier spend, a focus on local content, and better practices in strategic procurement including collaboration with other councils and bodies.
- The Internal Audit Program for 2017-2020 is complete and a status report was provided. Key outcomes from this program included a greater level of embeddedness of risk management in operational processes with a more frequent review of risk registers.
- A report detailing outcomes of a risk assessment undertaken by AFS & Associates to determine a three-year internal audit program for 2020/23 was discussed and the proposed internal audit program was endorsed.
- The Governance, Risk & Compliance Report was presented which outlined current issues facing Council regarding governance, emergency management COVID-19, the 2020 election and risk management.

- The annual ARC workplan was reviewed with some changes being made as detailed in the minutes.
- A compliance update was provided with no instances of fraud identified or protected disclosures received since the last meeting.
- AFS & Associated tabled a quarterly industry update, provided as an attachment to this report.
- The CEO presented a report on current issues faced by Council, including a matter relating to windfarm noise.

Discussion took place on whether four meetings per year were required instead of the normal three, but it was considered at present that three were sufficient.

The opportunity was provided to the Committee to meet in private with Council's internal and external auditors, which was declined.

Subsequent to the committee meeting a report by the Chair was circulated for provision to Council, in accordance with new requirements under the Local Government Act 2020.

### **Internal Audit Program 2020/23**

The Internal Audit Program for the next three years was endorsed by the Committee and includes the following:

#### Year 1 – 2020/21

- Occupational Health, Safety & Wellbeing – October 2020
- Caravan Park Operations (c/f from previous program) – December 2020
- Past Issues Review – March 2021
- Customer Requests and Complaint Management – June 2021

#### Year 2 – 2021/22

- IT Controls and Governance (inc. IT Strategic Planning) – September 2021
- Integrated Service Level Planning – November 2021
- Past Issues Review – March 2022
- Fraud & Corruption Risk Management – June 2022

#### Year 3 – 2022/23

- Governance – September 2022
- Asset Management – Infrastructure Assets - November 2022
- Past Issues Review – March 2023
- Operational Review – Statutory Planning – February 2023

Other areas that could be considered for potential review during the program, either as additional areas or alternate to the above program, include:

- Post COVID-19 Impact Assessment and Lessons Learned
- Grant Management
- Environmental Sustainability & Climate Change
- Community Engagement
- Delivery of Capital Works Program
- Records Management and Information Privacy
- Recruitment and Promotion Processes
- Key Internal Controls (Finance)
- Delivery of the Council Plan
- Economic Development
- Waste Management



- Rates Revenue and Rates Debtor Management
- Local Laws
- Event Management
- Credit Cards
- Contract Management
- Emergency Management

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

The *Local Government Act 2020* requires Council to establish an Audit & Risk Committee to work under an approved Audit & Risk Committee Charter.

#### **ATTACHMENTS**

- 10.3.1 Draft minutes of the Audit & Risk Committee meeting of 1<sup>st</sup> September 2020 (*circulated separately*)
- 10.3.2 2020-2023 Risk Assessment Internal Audit Program (*circulated separately*)
- 10.3.3 August 2020 Report by Audit & Risk Committee Chair (*circulated separately*)

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

All financial issues have been addressed in the body of this report.

#### **CONCLUSION**

A meeting of Council's Audit & Risk Committee was held on 1<sup>st</sup> September 2020. This report provides an overview of discussions at that meeting.

#### **OFFICER RECOMMENDATION**

That Council notes the minutes of the Audit & Risk Committee meeting held on 1<sup>st</sup> September 2020 and relevant attachments.

#### **10.4. DELEGATIONS 2020 – CEO TO STAFF**

**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:** 16/20/08

#### **PURPOSE**

The purpose of this report is to provide an update to Council on the review of Instruments of Delegation from the CEO to Council staff.

#### **BACKGROUND**

The introduction of the Local Government Act 2020 imposed obligations upon Council to review and update delegations by Council by 1<sup>st</sup> September 2020 regarding:

- Delegations from Council to Delegated Committees (Council currently has no delegated committees),
- Delegations from Council to Community Asset Committees (formerly known as Section 86 Committees),
- Delegations from Council to the Chief Executive Officer, and
- Delegations from Council to members of Council staff.

All the above delegations were reviewed and adopted by Council in August 2020.

#### **ISSUE / DISCUSSION**

In addition to the delegations awarded by Council, Instruments of delegation also exist facilitating the delegation of CEO powers and duties to members of Council staff, in accordance with a range of legislation including the Local Government Act 2020.

These Instruments of Delegation include:

- S7 – Delegation by CEO to Members of Council Staff
- S13 – Delegation of CEO Powers to Staff
- S14 – Delegation by CEO to Members of Council Staff regarding VicSmart Applications
- S15 – Delegation by CEO to Members of Council Staff regarding Bushfire Reconstruction
- Instrument of Appointment and Authorisation for FOI Act only – to FOI Officers
- Instrument of Appointment and Authorisation for Oaths & Affirmations Act – to Directors

There is no requirement under the Local Government Act 2020 for these documents to be reviewed and implemented prior to 1<sup>st</sup> September 2020, and no need for Council resolution for activation.

These documents are currently under review and will be finalised and authorised by the end of this month. It is anticipated that only minor changes will be made as part of this review.

#### **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.

#### **ATTACHMENTS**

Nil

**FINANCIAL / RISK IMPLICATIONS**

All financial and risk implications have been dealt with in the body of this report.

**CONCLUSION**

The Local Government Act 2020 provides for Council to implement Instruments of Delegation to Community Asset Committees, the CEO and members of Council staff. These delegations were reviewed and adopted by Council in August. This report provides an update of delegations by the CEO which are currently under review.

**OFFICER RECOMMENDATION**

It is recommended that Council notes the information in this report.

## 10.5. GRAMPIANS REGION RECREATIONAL STRATEGY 2020-2030

### Martin Walmsley – Manager Community Wellbeing

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

**File No:** 56/08/10

### PURPOSE

The purpose of this report is to advise Council on the development of a Regional Strategic Recreation Plan – Activate 2020 – 2030.

### BACKGROUND

Activate 2020-2030 is a 10-year regional strategic plan enabling a coordinated and collaborative approach aimed at increasing participation in sport and active recreation for liveability, health and wellbeing of the Central Highlands and Grampians Pyrenees region.

Activate 2020-2030 study area is defined by the Central Highlands PCP and Grampians Pyrenees PCP regions and, as shown in Figure 1, comprises the municipalities of Ararat Rural City Council, City of Ballarat, Golden Plains Shire Council, Hepburn Shire Council, Moorabool Shire Council, Northern Grampians Shire Council and Pyrenees Shire Council within the greater Grampians region.



*Figure 1 - Regional Strategic Plan study area*

The intent of Activate 2020-2030 is to provide an overarching regional framework to Council's municipal strategies and other partner organisations plans and services to align effort and to maximise outcomes.

Activate 2020-2030 has been developed using a place-based and outcomes-based approach and the vision is:

*Central Highlands and Grampians Pyrenees communities are the most active, healthy and liveable in Victoria.*

Activate 2020-2030 also includes:

- Nine (9) principles that provide a foundation for a way of working to achieve the vision.
- Identification of four (4) strategic priorities to provide a focus of effort to achieve outcomes.
- Local level indicators that can be used to measure outcomes annually.
- A regional approach to the development of a network of community sport and active recreation infrastructure.
- Implementation and annual review of the plan.
- A plan on a pack concisely capturing the important components of the approach and outcomes.
- A 10-year action plan outlining a number of actions aligned the strategic priorities.

## **ISSUE / DISCUSSION**

The Grampians region undertakes a number of engagement forums for the sport and active recreation industry including, but not limited to:

- Grampians Sport and Recreation Community of Practice
- Central Highlands Primary Care Partnership
- Grampians Pyrenees Primary Care Partnership
- Prevention Priority Workshop
- Central Highlands Regional Assembly Forums

Forum stakeholders identified repetitive themes, priorities and challenges in leveraging participation (physical activity), health and well-being outcomes and an intrinsic relationship and interdependence of sport and recreation, health and wellbeing.

In acknowledgement of shared priorities, benefits and outcomes, key stakeholders proposed a partnership to undertake the development of a regional strategic plan to determine a shared vision, planning principles, confirmed strategic directions and an action plan.

Foundational partners of the project were established which have led and invested in the regional strategic plan development.

- Ararat Rural City Council
- Ballarat and District Aboriginal Cooperative
- Central Highlands Primary Care Partnership
- City of Ballarat
- Golden Plains Shire Council
- Grampians Pyrenees Primary Care Partnership
- Hepburn Shire Council
- Moorabool Shire Council
- Northern Grampians Shire Council
- Pyrenees Shire Council
- Sports Central
- West Vic Academy of Sport
- Women's Health Grampians

The objectives of the regional strategic plan included:

- Development of a shared vision including determination a set of shared principles for the development and activation of community sport and active recreation infrastructure and physical activity environments
- Understand and map existing community sport and recreation infrastructure and participation initiatives.
- Map regional and local level participation (physical activity) data across the identified region including current levels, patterns, types and barriers to participate.
- Identify gaps in provision that will directly impact and fast track participation (physical activity) outcomes and leverage improved health and well-being.
- Identify opportunities for collaborative infrastructure development and programming.
- Develop effective cross-sectoral and intergovernmental partnerships (including place-based approaches).

City of Ballarat, as lead council, successfully applied through the 2018/19 Community Sport Infrastructure Program (Planning) stream to undertake the regional plan, following financial commitment from all Council partners in 17/18, with all funds being transferred to City of Ballarat at this time.

A project steering group, consisting of representatives from each of the foundational partners, has led the development of *Activate 2020 – 2030* from June 2019 to May 2020.

The project steering group developed the vision and planning principles and undertook a detailed literature review and a stakeholder forum titled “Turn the Curve” to inform the strategic priorities and actions of the plan.

The “Turn the Curve” Forum adopted the outcomes-based approach to consider the *Activate 2020 -2030* vision. An outcomes-based approach is a disciplined way of thinking and acting to improve entrenched and complex social problems. It uses a data-driven, decision making process to help communities and organisations move beyond talking about challenges to taking action to solve problems. Attendees were made up of local stakeholders in sport, active recreation and health sectors.

The literature review involved research and consultation in sport, active recreation and physical activity planning and delivery. The literature review identified a range of key themes and findings and involved consultation with 37 agencies and review of over 100 relevant documents.

Implementation of *Activate 2020 – 2030* will be led by the foundational partners. Infrastructure priority projects will be driven by the relevant Council in partnership with other relevant stakeholders.

An alliance will be formed in line with the strategic priority of Working Together and working groups will be developed for the other strategic priorities of:

- Activating spaces and places
- Creating quality spaces and places; and
- Community cohesion through sport and active recreation.

An annual review process will be undertaken of *Activate 2020 – 2030* which will report on the work delivered and update and refine the strategic plan so it remains relevant over the life of the strategic plan.

### **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.

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

#### **ATTACHMENTS**

10.5.1 Regional Strategic Recreation Plan – Activate 2020-2030 (*circulated separately*)

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

A key risk of Activate 2020-2030 is ensuring the regional strategic plan remains relevant and current to Council strategies and infrastructure priorities. An annual review process has been incorporated into the strategic plan to address this risk which includes assessment and update of the key indicators, identification and consideration of any new or updated industry data and information and report on the progress of and update to the action plan and infrastructure priority projects.

#### **OFFICER RECOMMENDATION**

That Council note the Regional Strategic Recreation Plan – Activate 2020-2030.

## **10.6. LEXTON-BEN MAJOR FIRE RECOVERY UPDATE**

### **Martin Walmsley – Manager Community Wellbeing**

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

**File No:** 28/06/37

### **PURPOSE**

The purpose of this report is to update Council on recovery arrangements for the Lexton – Ben Major bushfire.

### **BACKGROUND**

At approximately 4.30pm on Friday 20<sup>th</sup> December, the Country Fire Authority issued an “Advice” message regarding a grassfire that had started near the Lexton – Ararat Road, Amphitheatre. The grassfire was travelling in a south easterly direction towards Ben Major Forest.

The fire burned approximately 3000 hectares of farmland and bush. Loss and damage included:

- one primary residence and 26 farming properties (11 primary producers).
- 4 sheds (2 wool and 2 machinery)
- 120 kilometres of fencing
- 1056 sheep (219 in the fire, 850 euthanised - 10 by a farmer and 840 by AgVic)
- 92 hectares of cropping (85h field crop and 7.2h hay)
- total pasture 1123 hectares

At the height of the fire a call to evacuate the township of Lexton was made by the Ballarat Incident Control Centre when a forecasted westerly wind change was made known. It was feared that the strength of this wind change could turn the fire front directly towards the town. Fortunately, the forecasted wind change was weaker than expected and the fire was contained.

### **ISSUE / DISCUSSION**

Council enacted the Pyrenees Shire Emergency Management Plan and established two Relief Centres in Avoca and Learmonth (City of Ballarat) to accommodate evacuees.

A community Recovery Centre was set up at the Lexton Community Centre on Saturday 21<sup>st</sup> December to provide information and assistance. The Centre was closed on Monday 23<sup>rd</sup> December at 4pm.

A community meeting was held at Miners Rest at the CFA station on Saturday 21/12 at 12:30 attended by approximately 20 people, followed by one at the Lexton Community Centre on Sunday 22<sup>nd</sup> of December at 6:00pm with approximately 60 people in attendance. The Incident Controller provided a status report on the fire.

A Blaze Aid team was been established at the Lexton Recreation Reserve to assist with the repair and rebuilding of fences damaged in the fire.

Council’s Emergency Management staff have also undertaken the following Recovery tasks:

- Municipal Post Impact Assessment – Council infrastructure and private property
- disposal of animal carcasses
- publication and distribution of the Lexton – Ben Major Bushfire Newsletters

The Lexton – Ben Major Bushfire Recovery Implementation Plan was also drafted to guide recovery operations.



The Plan provided for 14 Key Recovery Areas and included:

- Emergency Relief Services
- Business continuity
- Impact assessment
- Temporary accommodation
- Communication and information
- Animal welfare
- Donations
- Recovery centre
- Facilitate municipal recovery across the municipality
- Social and Community Development Task Force
- Agriculture Task Force
- Council Infrastructure and Assets Task Force
- Funding and finance
- Organisational resilience

The advent of the COVID-19 corona virus and associated restrictions has meant some of Council's planned recovery efforts have had to be put on hold until the easing of restrictions. The State government has provided \$50,000 for community events and Council staff will work with the Lexton and district community to plan some events over the next few months, including acknowledging the work of the many Blaze Aid volunteers.

Blaze Aid were able to assist all primary producers with fencing, but were forced to shut down operations earlier than planned due to the COVID-19 restrictions.

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

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

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

#### **ATTACHMENTS**

Nil

#### **OFFICER RECOMMENDATION**

That Council notes this report.
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## CHIEF EXECUTIVE OFFICER

### 10.7. QUARTERLY PROJECT REPORT

**Jim Nolan – Chief Executive Officer**

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

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

#### PURPOSE

The purpose of this report is to provide Council with an update of the progress of projects funded to \$50k or more in the current year.

#### BACKGROUND

At the 12 November 2019 Ordinary Council Meeting it was resolved that a quarterly report be presented to Council for the progress of projects funded to \$50K or more in the current year and the next year on a rolling basis. The report to show the start date, end date and any change in project details from the last report.

#### ISSUE / DISCUSSION

The report details the project name, location, total project cost and the status of the project. This report will be presented to Council on a quarterly basis.

An internal audit was recently undertaken which assessed the adequacy of Council's project governance. A finding indicated a lack of formal structure around centralised oversight of Council's project program with a recommendation to consider a project governance function.

A key element in meeting that recommendation is the recruitment of a project management specialist later in the year, but in the meantime a governance oversight element has been introduced into regular project progress meetings. This has been done by including all Executive Leadership Team members within the discussions and regular reference back to obligations within Council's Procurement Policy and the Local Government Act 2020.

A project reporting template is being developed that will highlight the key governance areas that need to be reported against, including budget, timelines and scope compliance.

#### COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

#### ATTACHMENTS

10.7.1 Projects Spreadsheet (*circulated separately*)

10.7.2 Drought Communities Programme (*circulated separately*)

#### FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report.

**OFFICER RECOMMENDATION**

That Council notes the Projects Report.

## 11. COUNCILLOR ACTIVITY REPORTS

<b>Cr Tanya Kehoe – Mount Emu Ward</b>		
<b>August</b>		
Mon 03	CEO / Mayor Meeting	Phone
Mon 10	CEO / Mayor Meeting	Phone
Tue 11	Councillor Briefing Session	Virtual
Tue 11	CEO/Mayor meeting with Dan Tehan MP	Virtual
Wed 12	Meeting with Dr Anne Webster (Member for Mallee)	Phone
Wed 12	Meeting with Andy Meddick	Virtual
Mon 17	CEO / Mayor Meeting	Phone
Tue 18	Councillor Briefing Session	Virtual
Tue 18	Council Meeting	Virtual
Fri 21	Local Government Act 2020 - Implementation Matters Webinar for Mayors, Councillors and Chief Executive Officers	Virtual
Mon 24	CEO / Mayor Meeting	Phone
Wed 26	Municipal Emergency Management Planning Committee Meeting	Virtual

<b>Cr David Clark – Ercildoune Ward</b>		
<b>August</b>		
Mon 3	Highlands LLEN Committe Meeting	
Tue 11	Councillor Briefing Session	Virtual
Tue 18	Councillor Briefing Session	Virtual
Tue 18	Council Meeting	Virtual

<b>Cr Robert Vance – De Cameron Ward</b>		
<b>August</b>		
Tue 11	Councillor Briefing Session	Virtual
Thu 13	TTV General Meeting	Virtual
Fri 14	RCV Committee Meeting	Virtual
Tue 18	Councillor Briefing Session	Virtual
Tue 18	Council Meeting	Virtual

<b>Cr Ron Eason – Avoca Ward</b>		
<b>August</b>		
Thu 6	Activate Avoca Meeting	Virtual
Tue 11	Councillor Briefing Session	Virtual
Tue 18	Councillor Briefing Session	Virtual
Tue 18	Council Meeting	Virtual

<b>Cr Damian Ferrari – Beaufort Ward</b>		
<b>August</b>		
Tue 11	Councillor Briefing Session	Virtual
Tue 18	Councillor Briefing Session	Virtual
Tue 18	Council Meeting	Virtual

## 12. ASSEMBLY OF COUNCILLORS

<b>MEETING INFORMATION</b>			
Meeting Name	Councillor Briefing Session		
Meeting Date	11 August 2020 commenced at 2.00pm and closed at 5.30pm		
Meeting Location	Virtual		
Items Discussed	<ol style="list-style-type: none"> <li>1. <b>GWMWater Presentation</b></li> <li>2. <b>Flood Studies</b></li> <li>3. <b>Debt Collection</b></li> <li>4. <b>Local Government Act Implementation Update</b></li> <li>5. <b>Application of Fees and Charges</b></li> <li>6. <b>Finance Update</b></li> <li>7. <b>Agenda Review (August Council Meeting)</b></li> </ol>		
<b>ATTENDEES</b>			
Councillors	Mayor Cr Tanya Kehoe Cr Ron Eason Cr Robert Vance	Cr Damian Ferrari (3.18pm) Cr David Clark (2.07pm)	
Apologies	Nil		
Staff	Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Assets and Development Services) Kathy Bramwell (Director Corporate and Community Services) Jane Bowker (EA to CEO and Councillors) - Support Renee Robinson (Flood Study Project Coordinator) - Item 2 Ed Riley (Strategic Planning Officer) – Item 2 April Ure (Property Revenue Officer) – Item 3 James Hogan (Manager Finance) - Item 6		
Visitors	Mark Williams and Peter Vogel (GWMWater) – Item 1 Tatjana Bunge and Peter Robertson (Glenelg Hopkins CMA) – Item 2 Tim Morrison (Catchment Simulation Solutions) – Item 2		
<b>CONFLICT OF INTEREST DISCLOSURES</b>			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

<b>MEETING INFORMATION</b>			
Meeting Name	Councillor Briefing Session		
Meeting Date	18 August 2020 commenced at 2.30pm and closed at 4.30pm		
Meeting Location	Virtual		
Item Discussed	<ol style="list-style-type: none"> <li>1. <b>Community Satisfaction Survey – Regulatory Services</b></li> <li>2. <b>Finance Discussion</b></li> <li>3. <b>Acknowledgement to Country</b></li> <li>4. <b>Proposal for a store at Landsborough</b></li> <li>5. <b>COVID/Emergency Management Update</b></li> <li>6. <b>Agenda Review (August Council Meeting)</b></li> </ol>		
<b>ATTENDEES</b>			
Councillors	Mayor Cr Tanya Kehoe Cr Ron Eason Cr Robert Vance	Cr Damian Ferrari (2.33pm) Cr David Clark	
Apologies	Nil		
Staff	Jim Nolan (Chief Executive Officer) Kathy Bramwell (Director Corporate and Community Services) Douglas Gowans (Director Asset and Development Services) Jane Bowker (EA to CEO and Councillors) - Support Katie Gleisner (Manager Planning and Development) - Item 1 James Hogan (Manager Finance) - Item 2		
Visitors	Nil		
<b>CONFLICT OF INTEREST DISCLOSURES</b>			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

**CR VANCE / CR CLARK**

That the items for noting be received.

**CARRIED**

Prior to the motion being voted upon, Cr Vance withdrew Item 10.6 Lexton-Ben Major Fire Recovery Update, to speak to it. Following Cr Vance’s address on the report the motion was put to the vote and carried.

## 13. ITEMS FOR DECISION

### ECONOMIC DEVELOPMENT AND TOURISM

#### 13.1 SPONSORSHIP REQUEST – AVOCA SHIRE TURF CLUB

**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:** 32/13/06

#### PURPOSE

The purpose of this report is to seek Councils consideration of a request for sponsorship by Avoca Shire Turf Club.

#### BACKGROUND

The Avoca Shire Turf Club (ASTC) has been hosting race events at Avoca for more than 160 years. Currently there are two meetings per year, comprising a race day in March and the more renowned and long standing Avoca Cup held on the third Saturday of October each year.

Council has supported the ASTC with sponsorship for its race meetings for many years.

During the past seven years sponsorship for the races has fluctuated between \$2,000 and \$4,000 (plus GST) per year.

ASTC has submitted an application for a three-year sponsorship agreement with Council of between \$2,000 and \$3,000 annually or up to \$9,000 over three years.

At the time of developing this report Australia is suffering the effects of the global Coronavirus pandemic and Victoria is in a State of Emergency with bans on mass gatherings including at events.

Meanwhile Racing Victoria are continuing to hold race events without crowds at this time.

The Avoca Cup attracts a crowd of between five and six thousand people and is therefore one of the Shires premium events, with patrons coming from across the State, including Melbourne, Geelong and Ballarat. In most years this results in booking of all local accommodation and some from neighbouring Shires, increased activity by campers and RV travellers, and promotes the regions nature based and wine tourism assets.

Around 400 patrons camp at the turf club site for the races while many of the other patrons remain in the region over the weekend and some for a number of days in the lead up to and days after the Avoca cup weekend to take in the benefits the region has to offer during mid spring.

The March race event attracts a smaller crowd of around 1,200 people.

The Councils latest data on tourism visits indicates that day visitors spend \$83 on average while overnight visitors spend \$109 per day with an average stay of three nights and an economic contribution on average of \$321.

The ASTC Committee is run by volunteers and the local community benefits greatly from each race day. The club have fantastic working relationships with many community groups who assist in organising and running the event. These include, Avoca Landcare Group, Natta-Bealiba Football Netball Club, Avoca RSL, Avoca CFA, Avoca Rec Reserve Committee, Avoca Men's Shed, Amphitheatre CFA, Avoca Primary School and many more.

The club makes financial contributions to these organisations for their assistance in excess of \$10,000 each season. A volunteer team of up to 170 are also rewarded and many of these are local and regional residents.

### **ISSUE / DISCUSSION**

Councils' sponsorship support over a number of years has contributed to the marketing reach and success of the event which has assisted lift the profile of the Avoca Cup, Avoca Races and the region as a desirable place to visit. This is a key function of the sponsorship fund and consistent with the objectives of the Economic Development Strategy.

With the Avoca Cup having such a strong presence in Country Racing Victoria's spring racing season, and the degree of economic activity generated, the sponsorship support by Council is considered to be well justified.

Should Council approve this request then these funds will be used for marketing purposes to continue to engage with regular attendees of the event and to attract new patrons to the event once mass gatherings are able to resume. This support will assist ASTC retain the connection it has with its clientele through the use of social media and circulation of Electronic Direct Mail to its database of clients. The races are also broadcast on the Sky television network.

Although crowds may not be able to attend the races for some time due to the current health pandemic, providing Council sponsorship will support marketing campaigns which engage supporters of ASTC and therefore provide an opportunity for future events to be well attended once pandemic restrictions are lifted, so the economic benefits can once again be shared with local tourism and hospitality businesses.

Councils sponsorship approval policy requires decisions on applications of more than \$2000 (plus GST) to rest with Council.

Councils Tourism Strategy includes as a strategic objective to continue to provide event sponsorship for events that promote visitation to the region and to assist build awareness and profile of the Pyrenees.

### **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.

5.4 - Increase the visitor economy by implementing the Pyrenees Shire Council Tourism Strategy.

Council Policy – Election Period Policy 2020- *“Clause 5.10 (d) “No Council event – either sponsored or under the auspices of or run by – is to be scheduled or held during the election (caretaker period) “.* Should Council approve sponsorship for this event, it would be in breach of its Election period Policy.

### **ATTACHMENTS**

Nil

### **FINANCIAL / RISK IMPLICATIONS**

Should Council approve sponsorship for this event, it would be in breach of its Election period Policy.

### **CONCLUSION**

Councils' sponsorship of this longstanding event has brought excellent benefits to the regions tourism industry and local community groups.



However, providing sponsorship for this event which is to be held on Saturday 17 October 2020 would be in breach of Council's Election Caretaker Policy, and therefore the following recommendation is made.

**CR EASON / CR CLARK**

1. That Council denies the sponsorship request by the Avoca Turf Club for their 2020 Avoca Cup event due to the event being scheduled during the Election (Caretaker) Period;
2. That officers communicate the reasons for the Council decision; and
3. The matter of support for the Avoca Turf Club be referred for further consideration by the newly elected Council.

**CARRIED**

## **13.2 LANDSBOROUGH GENERAL STORE**

**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:** 22/06/02

### **PURPOSE**

The purpose of this report is to consider support for investigations into re-establishing a general store at Landsborough.

### **BACKGROUND**

The Landsborough general store was closed three years ago after operating since 1924.

A written proposal has been received from the Committee of Management for the Landsborough Community Resource Centre to reopen a store at the CRC. The Committee have advised that the local population has increased during the past three years and that local residents are crying out for a shop to help them meet their day to day needs including Bread, Milk, Papers etc.

It has not been possible to hold a public meeting due to the coronavirus epidemic, however the Committee advise that after much consultation over a long period there is no doubt the shop proposal is fully embraced by Landsborough and district residents.

Their recommendation is that a shop operating in the community hub next to the post office would create momentum to grow community interaction in Landsborough and district area, something that has sadly been missing.

The Committee of Management has resolved to coordinate a community action plan to develop the multi-use Community Resource Centre to include a shop. If this proposal receives Council approval, the “Shop for Landsborough” project can be made shovel ready within weeks. They have had an architect prepare concept plans for the project which have been provided to Council with their submission.

### **ISSUE / DISCUSSION**

The general store at Landsborough operated from 1924 until its closure three years ago and the freehold of the property is currently for sale.

The Committee of Management for the Community Resource Centre advise there is a growing population and strong demand by local residents who wish to see a general store reopen in the town.

There are a number of elements to be considered with this request the first being to support the Committee with the completion of a business case as a measure of due diligence and to plan the future of the proposal including the possible business structure, whether that be a lease, a cooperative or alternative business model.

The Committee have considered a number of site options and deem the CRC building to be the most advantageous due to its central location, its proximity to the Post Office, caravan park and swimming pool. The CRC already acts in a visitor centre capacity which would be complimentary to the operation of a general store including the potential for taking bookings at the adjacent caravan park.

While the location does have all of these advantages further investigations are required at the time of developing this report to determine whether it can meet relevant planning and building code requirements.

In the event the proposal can proceed, whether that be at the recommended location or other alternative, then there will be costs incurred to meet the regulatory requirements necessary.

At the time of preparing this report, it was brought to officers attention that the current owner of the former store had recently sought to make it known in the community that the former shop building and associated assets were also available for lease for any interested business operator to reopen the former store. While the option to open a shop at a new site has been the subject of this report, the opportunity to achieve the best outcome for the community would best be served by exploring the interest in the former store site given the recent messaging for the former store owner.

### **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**

A commitment of \$25,000 is sought from Council to complete the investigations referred to in this report.

### **CONCLUSION**

The Committee of Management is a volunteer committee who advise that they have consulted the community over a long period on the need for a general store and found there is widespread support. Council assistance of \$25,000 will enable completion of the investigations outlined in this report.

### **CR VANCE / CR EASON**

1. That Council officers seek to meet with the owner of the former Landsborough store to discuss plans for the store's reopening;
2. A further report be brought to the newly elected Council on the matter to advise on the progress of the discussions; and
3. The matter of financial support for a business case and associated regulatory requirements for the re-establishment of a general store at Landsborough be referred to the newly elected Council for consideration.

**CARRIED**

## ASSET AND DEVELOPMENT SERVICES

### 13.3 B DOUBLE VEHICLE ACCESS TO LINK ROADS

**Robert Rowe – Manager Assets**

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

**File No:** 64/08/06

#### PURPOSE

The purpose of this report is to seek Council support for the B Double vehicle access to Link roads throughout the Shire, including providing information on B double accessible roads due to recent works and required structure upgrades to further extend the pre-approved network.

#### BACKGROUND

There are 283.38 kilometres of roads that are designated as Link roads within Pyrenees Shire. Of these, 20.28 kilometres are designated as being pre-approved for B Double use. This represents 7.2% of the Link Road network.

Current practice is to pre-approve roads for B- Double use as they become upgraded and eligible for pre-approval.

There are 19 bridge structures that are designated as having load restrictions that limit B-Double access. Eight of these structures are on link roads. Bridge renewal typically costs between \$0.6-1 Million per structure.

Bridge	Road Name	Road Hierarchy
10	Beaufort Carngham Rd	Link
11	Beaufort Carngham Rd	Link
32	Carngham Streatham Rd	Link
89	Landsborough Elmhurst Rd	Link
90	Landsborough Elmhurst Rd	Link
97	Lexton Ararat Rd	Link
99	Lexton Ararat Rd	Link
139	Raglan Elmhurst Rd	Link

No load limit assessment has been undertaken on the majority of the 139 major culverts within the Pyrenees Shire road network or structural integrity assessments of the 4500+ minor road culverts.

Officers have nominated ten of these nineteen bridge structures for further investigation by the National Heavy Vehicle Regulator.

#### ISSUE / DISCUSSION

Recent bridge renewals enabled an increase to this pre-approved length on Link roads:

- Eurambeen Streatham Road, Bridge 59 renewal, 24.14kms.
- Beaufort Carngham Road, Bridge 13 renewal, 5.59kms.

The addition of these roads will bring the current percentage of B double accessible link road kilometres to 18%.

Following further inspections and analysis, the following roads (segments) may eventually be added to the Pre-approved network.

- Carngham Streatham Road - Glenelg Hwy to Skipton Road - 24.39kms  
A significant number of segments lengths have failed pavements since the 2018/19 road condition survey and require strengthening. This is likely to be the next long-term project requiring annual reconstruction funds.
- Carngham Streatham Road - Skipton Road to Beaufort Carngham Road - 17.98kms  
Council have applied for funds to renew Bridge 32 which, if successful will add a further 17.98kms to the network of Pre-approved roads.
- Landsborough Stawell Road - 2.67kms
- Landsborough Road - 8.04kms
- Moonambel Natte Yallock Road - 14.47kms
- Mt William Road - 32.77kms  
The renewal of MC 253 in 2019/20, will allow the addition of 22.64kms following further analysis on horizontal alignment of Mt William road further to the southeast. The section of Mt William Road between the Carngham Streatham Road to Glenelg Hwy is exhibit some pavement distress and flooding of culverts but will add 10.13 kms to the network.
- Raglan Elmhurst Road - 33.69kms  
Bridge 138 requires renewal and application for funds have been made and officers awaiting advice. Once approved and renewed structure is in place, 33.69kms can be added to the Pre-approved network.

When these structures are renewed, and failed pavements are strengthened an additional 134 kms can be added to the Preapproved B-Double network representing an overall total of 57.8% of the Link road network.

Further analysis of the Collector road network may enable the inclusion of roads such as Joel Joel Road (3.36klms), Crowlands Eversley Road (3.81 kms) and the Avoca Bealiba Road (14.48 kms) to the Pre-approved B-Double network.

Inclusion of any roads onto a Pre-approved list for B-Double access need extensive and detailed investigation and analysis on numerous attributes that include:-

- Hierarchy and status of roads contiguous in neighbouring municipalities. Ararat Rural City Council/Pyrenees Shire Council - Landsborough Elmhurst Rd. Short stacking at the Maryborough Ararat rail line crossing at the intersection with the Pyrenees Highway and challenges with sight distance.
- Bridge and major culvert structural analysis for carrying capacity.
- Pavement and shoulder strength.
- Minimum seal width – roads with narrow sealed pavements will experience increased edge breaks and drop offs due to B-Double needing to travel on shoulder area to allow passing and overtaking.
- Turning movements and sight distances at intersections – acute approach, and departure angles at intersections to be avoided at all costs.
- Vertical and horizontal alignments.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

## **ATTACHMENTS**

Nil

## **FINANCIAL / RISK IMPLICATIONS**

To achieve 60% of our Link roads being pre-approved for B-Double access requires both an extensive financial outlay to be invested in the renewal and upgrading of the various infrastructure assets and a commitment from Council to allocate the required resources over a lengthy period of time.

## **CONCLUSION**

Road access is an essential requirement for all sectors of the economy. Unrestricted movement of goods and services positively contributes to the overall gross domestic product of the Pyrenees Shire. Therefore, investment in improved road infrastructure, to allow unrestricted access, contributes to a more successful Pyrenees Shire.

## **CR CLARK / CR VANCE**

That Council:

1. Support the pre-approval of link roads for B-double access where roads are in a position to be approved.
2. Support Council officers to continue to seek funding opportunities to expedite the extension of the B-Double pre-approved access network on Link Roads.

**CARRIED**

### **13.4 UPPER AVOCA FLOOD STUDY**

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

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

**File No:** 20/06/02

#### **PURPOSE**

The purpose of this report is to seek Council's in-principle endorsement of the Upper Avoca Flood Investigation and also to obtain Council approval to seek authorisation from the Minister of Planning to prepare and exhibit a Planning Scheme Amendment to implement findings of the Investigation.

#### **BACKGROUND**

The Upper Avoca Flood Investigation (the Investigation) was funded by the Federal Government and the Department of Environment, Land, Water and Planning (DELWP) through the Natural Disaster Resilience Grants Scheme, and project-managed by Pyrenees Shire Council with support from North Central Catchment Management Authority (NCCMA). Jacobs were contracted as the consultant to undertake the project. The Investigation is at a highly advanced draft stage, with structural mitigation measures currently being modelled.

The investigation area (**Attachment 1**) covers the upper reaches of the Avoca River where it flows from the Great Dividing Range hills and onto the Avoca River floodplain before breaking out into the wider floodplain north of Charlton. The area incorporates some 17 tributaries, covering some 300sqkm, and includes the townships of Amphitheatre, Avoca and Natte Yallock.

#### **Stakeholders and consultation**

A project reference group (PRG) was set up, to include representatives from:

- DELWP
- VICSES
- Pyrenees Shire Council
- North Central Catchment Management Authority
- Regional Roads Victoria
- Members of the local community

Two PRG meetings were held, in September 2019 and February 2020, and on the same days community consultation sessions were also held. A community consultation was undertaken in 2019, which sought advice from property owners regarding known historic flooding. The survey also sought observations regarding recent changes in the area that may contribute to flooding, and opportunities to reduce the risk of flooding. 36 responses were received.

#### **Data capture**

Due to the large area being flood-mapped, both regional-level and township-level modelling was undertaken. The regional modelling was assessed on 10 metre grid sizes, while for the township levels the grid sizes are 2 metres. Modelling was used to convert rainfall to runoff to provide flow rates and timing of inflows. RORB and TUFLOW data analysis were used, both being widely used across Victoria and Australia as trusted hydrologic and hydraulic modelling packages. Historic rain gauge data has also been captured for comparative / validation use in the modelling, though there have been no historic flood events with sufficient information to be reliably used for Amphitheatre. The data analysis has been reviewed and corroborated by a third party.

## ISSUE / DISCUSSION

The investigation sets out implications of flood events at Amphitheatre, Avoca, and Natte Yallock, and on the rural land surrounding these townships. Several of the draft outputs from this Investigation provide valuable information to improve flood readiness.

### Existing situation

In addition to the data capture work described above, a full survey of the existing culverts and bridges was undertaken. Flood mark levels (where existing) were also identified. Collectively, this information was used to model known historic flood events in 2010, 2011 and 2016 as a means to test the data modelling against the known floodwater levels, velocity, and timescales during those events. This allowed the consultants to conclude their modelling was accurate enough to project floodwater levels and their duration of future flood events.

### Draft Flood Modelling Report recommendations

The draft report concludes as follows:

*“This Flood Modelling Report details the hydrologic and hydraulic modelling methodology, and in conjunction with the Flood Mapping Report (Jacobs 2020b), presents the flood mapping and intelligence outputs for the current and future climate conditions.*

*“This report shows that good calibration to the recorded data has been achieved for both the RORB hydrologic and TUFLOW hydraulic models and that resulting flood mapping is appropriate to be used for further Investigation outputs including:*

- *Update of the Municipal Flood Emergency Plan (MFEP)*
- *Flood warning feasibility assessment*
- *Structural flood mitigation option assessment*
- *Preparation of planning scheme amendment overlays.”*

Officers will seek to update the MFEP based on the Investigation outputs. A flood warning system can be developed using the modelled road and property inundation depths. Structural mitigation options are currently being modelled, and the associated recommendations will be presented to Council for consideration and endorsement at the next available opportunity.

With respect to the Planning Scheme Amendment recommendation, mapping identifies the areas likely to be covered by the Land Subject to Inundation Overlay, the Floodway Overlay, and / or the Urban Floodway Zone. A final decision on which of these controls will go forward into the Planning Scheme will be subject to further discussion with stakeholders, in particular NCCMA. However, the extent of the land area to be covered by those controls is unlikely to change significantly beyond what is identified in **Attachment 4**.

## COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

## ATTACHMENTS

13.4.1 Upper Avoca River Flood Investigation – Confirmed Study Area (*circulated separately*)

13.4.2 Upper Avoca Flood Investigation – Draft Data Review Report (*circulated separately*)

13.4.3 Upper Avoca Flood Investigation – Draft Flood Modelling Report (*circulated separately*)

13.4.4 Upper Avoca Flood Investigation – Draft Flood Control Mapping (*to be circulated separately*)



## **FINANCIAL / RISK IMPLICATIONS**

There are financial risks associated with flood-related damages to Council-managed infrastructure and to private infrastructure. This can be mitigated through planning controls and other mitigation measures, with some measures being implemented at minimal cost to Council.

## **CONCLUSION**

The Draft Reports coming out of this Investigation identify likely flood event extent and impact in the assessed part of the Avoca River catchment.

It is concluded that the Investigation provides sufficient evidence to support a Planning Scheme Amendment to incorporate flood-related controls in the Pyrenees Planning Scheme. It is also concluded that the Investigation is sufficiently advanced in preparation and detail to seek Council's in-principle endorsement of the other mitigation opportunities identified.

## **CR EASON / CR FERRARI**

That Council:

1. Endorses the recommendations in the Draft Upper Avoca Flood Modelling Report;
2. Seeks authorisation from the Minister for Planning under section 8A of the *Planning and Environment Act 1987* to prepare a Planning Scheme Amendment to incorporate into the Pyrenees Planning Scheme flood-related controls;
3. Following receipt of authorisation from the Minister for Planning, prepares that Planning Scheme Amendment in accordance with section 12 of the *Planning and Environment Act 1987*, and exhibits that Amendment under sections 17, 18 and 19 of that Act; and
4. Prior to Council undertaking actions 2 and 3 above, authorise officers to bring full details of the flood-related controls back to Council for endorsement at the earliest opportunity.

**CARRIED**

### **13.5 REQUEST FOR NAMING TRAWALLA OVERPASS**

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

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

**File No:** 6730

#### **PURPOSE**

The purpose of this report is to present Council with a letter received from Bill Ferguson of the Beaufort Historical Society for naming of the overpass on the Western Highway at Trawalla to be the James Scullin Overpass.

#### **BACKGROUND**

James Scullin was the 19<sup>th</sup> Prime Minister of Australia and had a strong family link to Trawalla. There are currently two commemorations of James Scullin in the district, the first being the memorial cairn on the east side of Trawalla that is difficult to access due to access road changes preventing easy access and the James Scullin Memorial Park which is now bypassed by the Trawalla bypass.

The Beaufort Historical Society have written to Council seeking to highlight James Scullin association with the area to the broader public by requesting the naming of a structure on the Western Highway adjacent to the James Scullin Memorial Park.

#### **ISSUE / DISCUSSION**

In discussions with the president of the Beaufort Historical Society officers have pointed out that the overpass on the Western Highway is an asset solely managed by Regional Roads Victoria. The Historical Society informed Council officers that discussions with Regional Roads Victoria have suggested that they bring the matter to Council.

If Council was to provide in-principal support for the naming of the Trawalla overpass, ultimate support for this naming and associated signage would be the responsibility of Regional Roads Victoria. Additionally, Geographic Names Australia would need to provide support for this. There is potentially a conflict that may arise in that two nearby structures may create an issue for Geographic Names Australia in that generally they do not support multiple, or similar, place names within a 30km radius.

#### **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**

13.5.1 Beaufort Historical Society Letter

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

There is limited financial risk to Council in supporting this proposal in-principal.

#### **CONCLUSION**

The contribution of Australia's 19<sup>th</sup> Prime Minister, James Scullin and his connection to the Trawalla area is worth honouring. Given the changes to access to his previous commemorations it is appropriate to pursue a contemporary acknowledgement of his contribution through support for this request.

**CR CLARK / CR EASON**

That Council:

1. Provides in-principal support for the naming of the overpass in Trawalla in honouring James Scullin.
2. That officers write to Regional Roads Victoria and Beaufort Historical Society providing this in-principal support.

**CARRIED**

### 13.6 PLANNING REPORT - PA2990/20

**Katie Gleisner – Manager Planning and Development**

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

**File No:** 508007770

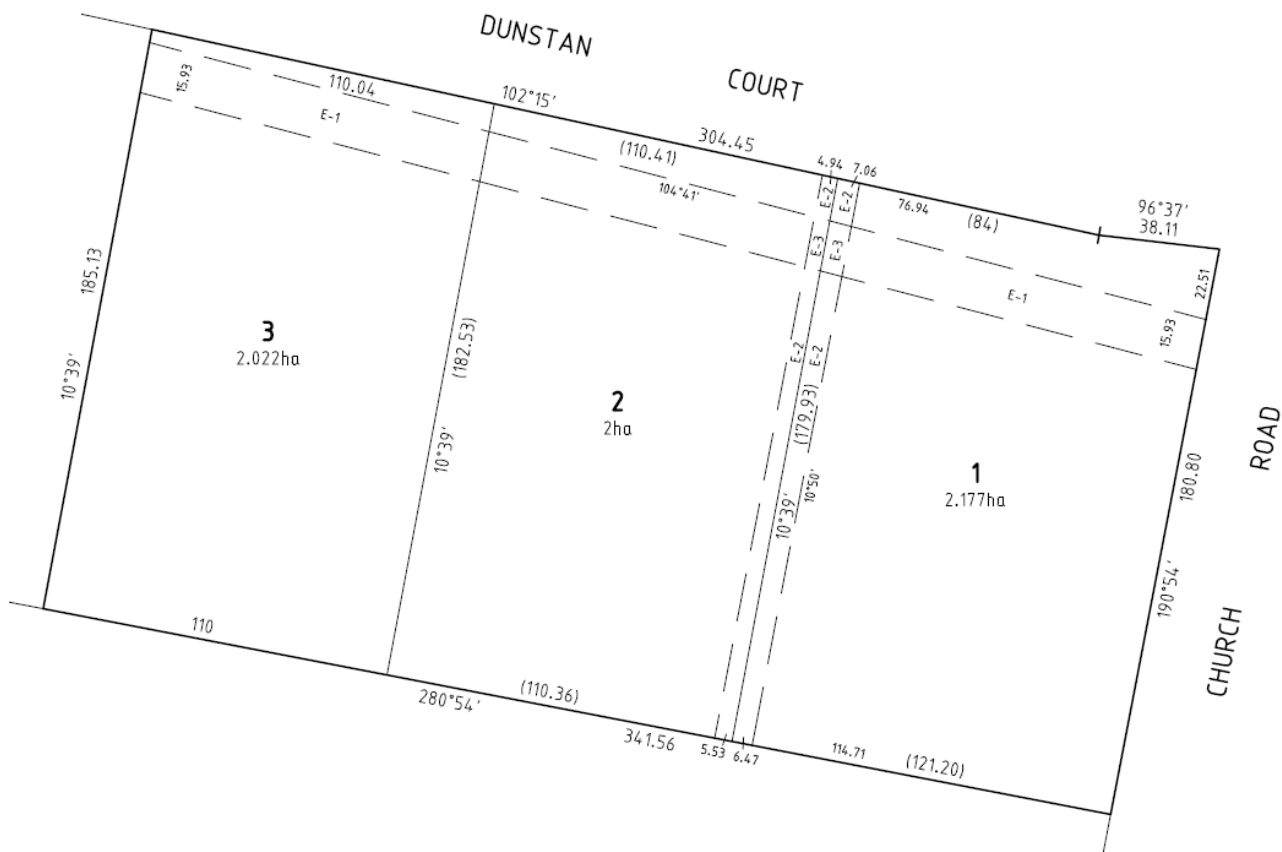
#### PURPOSE

The purpose of this report is to provide Council with information on the state and local planning policy that is relevant to making a determination on Planning Permit Application PA2990/20 for a Three (3) Lot Subdivision at Lot 1 on Plan of Subdivision 647866A (Vol: 11503, Fol: 030), 12 Church Road, Trawalla VIC 3373.

#### BACKGROUND

Council has received a planning permit application, seeking permission for the subdivision of a 8.217 hectare (ha) lot into the following three lots:

- Lot 1 is proposed to be 2.177 ha, containing the existing dwelling;
- Lot 2 is proposed to be 2 ha, accessed from Dunstan Court; and
- Lot 3 is proposed to be 2.022 ha, accessed from Dunstan Court.



**Figure 1: Proposed Subdivision Plan (application)**

The proposed subdivision (PA2990/20) is subject to a planning permit under the following clauses:

- Clause 35.03-3 – Rural Living Zone;
- Clause 45.01 – Public Acquisition Overlay; and
- Clause 52.29 – Land adjacent to a road zone, Category 1, or a Public Acquisition Overlay for a Category 1 Road.

The application has been made in response to the relevant decision guidelines.

## **SITE AND SURROUNDING CONTEXT**

- Location:** Lot 1 on Plan of Subdivision 647866A (Vol: 11503, Fol: 030) being 12 Church Road, Trawalla VIC 3373
- Area:** 8.217 hectares
- Current use:** Rural Residential
- Existing structures:** Existing dwelling
- Access:** The site has road frontage along the northern boundary (Dunstan Court) and the eastern boundary (Church Road). The existing dwelling is accessed via Church Road.
- Other:** The site contains a dam and a watercourse that runs through the west of the property from south to north.

The site contains two existing easements; power supply (overhead) in favour of Powercor and Transmission of Electricity in favour of State Electricity Commission of Victoria.

All lots to the west and south are zoned for Rural Living except to the north, which includes Dunstan Court and the adjoining Western Highway which are Road Zone Category 1. Further north and to the east, lots are zoned for Farming. The site is partially subject to the Public Acquisition Overlay (“PAO1”) for ‘Road construction or road widening’ in association with the Western Highway duplication project.

Lots within the Rural Living Zone average 7 hectares.

The site contains an area on the Heritage Inventory (Amazon Mine).

The Heritage Inventory site (Heritage Inventory (HI) Number: H7523-0084) is an Amazon Mine consisting of: *“Two adjacent mine shafts with the lower sections of the mine-heads still intact above ground, formed by thick wooden beams. Machinery has been forced into the shafts to block them up. Iron machinery lies in the vicinity including the drum of a boiler and a small brick feature. Mullock heaps of spoil lie to the south.”* Victorian Heritage Database Report – Amazon Mine at Western Highway, Trawalla (H7523-0084) (Bannear, D 2019)

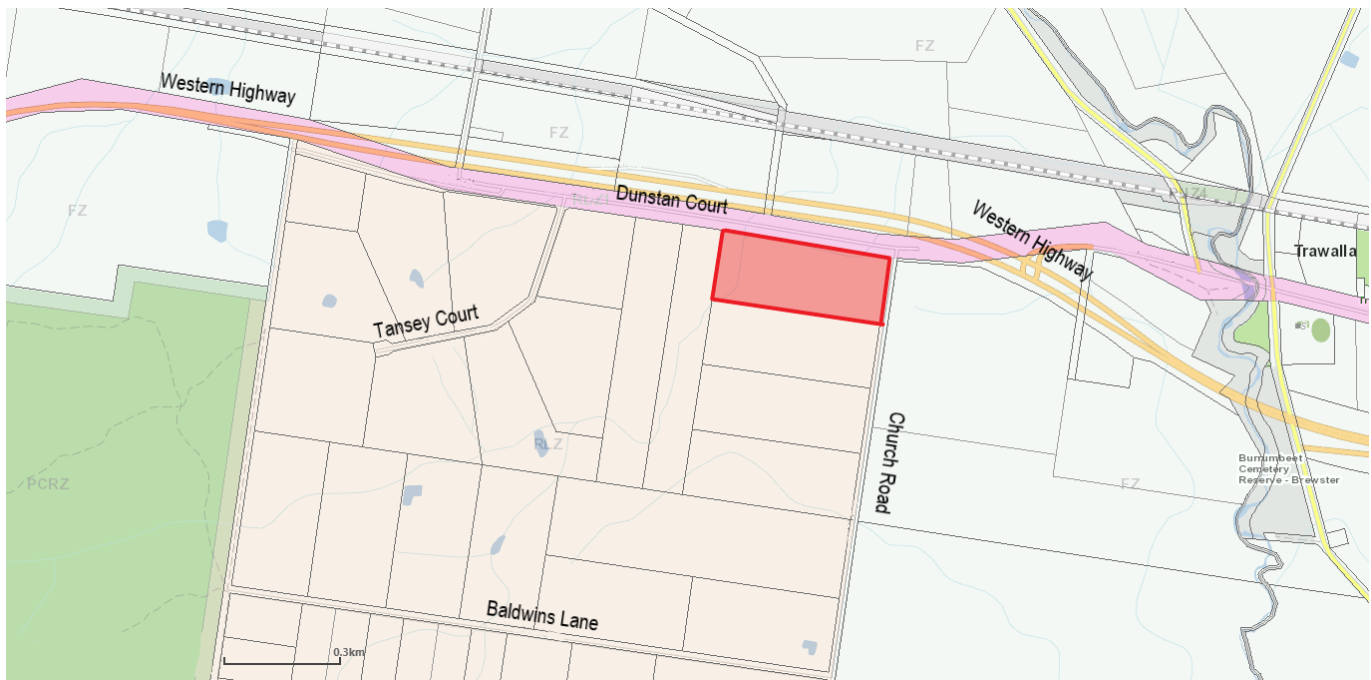


Figure 2: The subject site in red (VicPlan, DELWP)

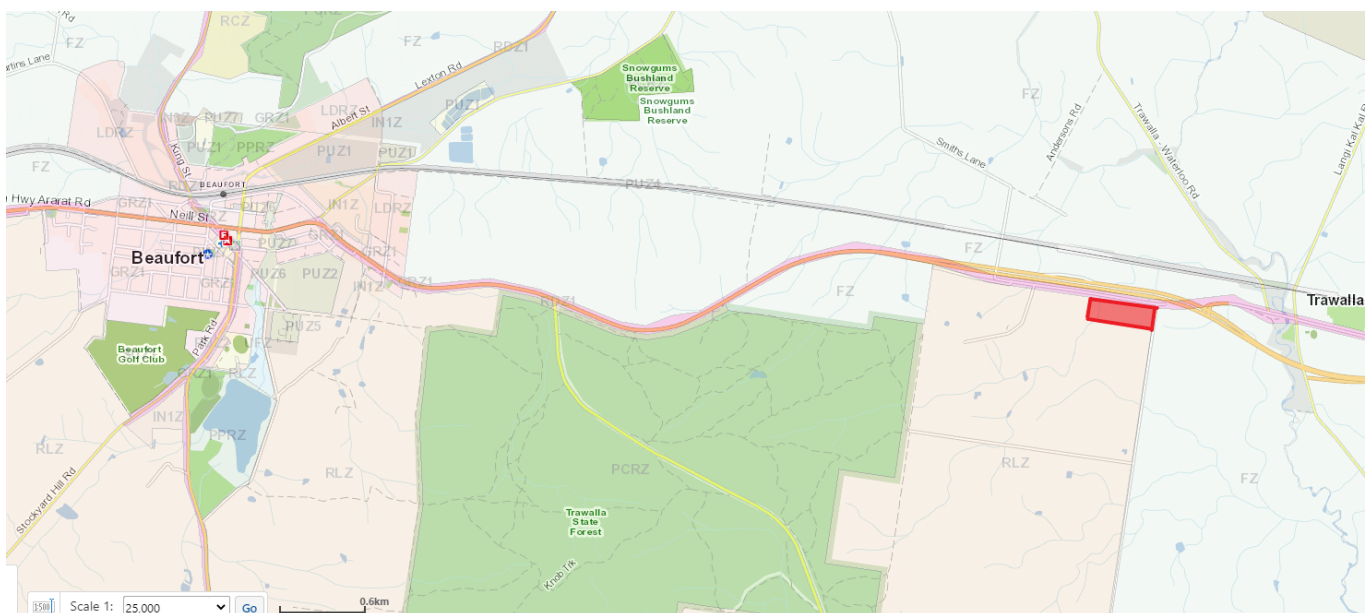


Figure 3: Site in red in relation to the Beaufort township (VicPlan, DELWP)

## REFERRALS AND NOTICE

Under Section 52 of the *Planning & Environment Act 1987* (The **Act**), notice was sent to six (6) adjoining landowners and occupiers directly abutting and Heritage Victoria. Public notice was also provided through Council’s website. A submission was received which is summarised within this report.

The application was subject to an internal referral to Council’s Environmental Health Department, who do not oppose the proposed development subject to conditions.

The application was referred under Section 55 of the Act to the Regional Roads Victoria, Central Highlands Water and Powercor. Central Highlands Water and Powercor have provided conditional consent to the granting of a planning permit. At the time of writing this report, Regional Roads Victoria had not provided a response.

## Submissions

A submission was received in relation to the application during the notice period. The grounds of the submission have been summarised below:

- 1.1 *Low-lying block and floods most winters*
- 1.2 *Existing Mine on site*
- 1.3 *Negative impact on the country lifestyle*
- 1.4 *More houses impacting on privacy*

In response to the above objections, the assessing officer provides the following advice:

### Low-lying land and flooding concerns

The site is not subject to the Urban Floodway Zone nor any Overlays relating to flooding (Land Subject to Inundation Overlay, Floodway Overlay or Design and Development Overlay). Anecdotal evidence of previous flooding at the site has been noted, however cannot be substantiated. Further, the location of any future dwelling will need to satisfy the *Building Act 1993*, at which time flooding will be considered by the Building Surveyor.

### Victorian Heritage Inventory site

Sites are listed on the Victorian Heritage Inventory for their potential to contain historical and/or archaeological features, deposits and artefacts. The Heritage Inventory is established under the *Heritage Act 2017*. Accordingly, consent is only required under the *Heritage Act 2017* for works that may impact on the archaeological component of the subject site. The application before Council is for a Three (3) Lot Subdivision with no specific development proposed (i.e. no house plans). Additionally, Council is not the delegated authority on the matter and therefore cannot consider the heritage inventory feature of the site in the context of this application.

### Negative impact on the country lifestyle

The Rural Living Zone provides for the subdivision of lots to a minimum lot size of 2 hectares.

### Privacy

Privacy is not a planning consideration in the context of this application.

## PLANNING CONSIDERATIONS

The Responsible Authority is required, under Section 60 of the *Planning and Environment Act 1987*, to consider a range of matters including:

the Pyrenees Planning Scheme; and

- the objectives of planning in Victoria; and
- all objections and other submissions which it has received, and which have not been withdrawn; and
- any decision and comments of a referral authority it has received; and
- any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and
- any significant social effects and economic effects which the responsible authority considers the use or development may have.

## ISSUE / DISCUSSION

The Pyrenees Planning Scheme provides for and supports rural residential development and rural living opportunities.

The proposed subdivision allows for suitably located rural residential growth, particularly within the Rural Living Zone of Trawalla. This zone is typically applied to the outskirts of settlements and township areas to allow for residential living in the rural environment without impacting on agricultural land uses. The zone provides for a primarily residential function with urban residential amenity expectations.

The proposed subdivision is a suitable planning outcome for the area and is compatible with adjoining and nearby land uses. Whilst this application does not include any uses or developments, the application must be considered in this context as additional planning permissions for the future development of dwellings may not be required given the proposed lot sizes.

The proposed lots are serviced by an existing road network and are considered to be capable of accommodating future developments including the ability to treat and dispose of wastewater on site, maintain a potable and fire-fighting water supply and accommodate electricity connectivity.

The creation of the lots and the residential density that they would allow, is in keeping with the local policy for subdivision and supported via the Scheme.

The impact of the proposed subdivision on the Heritage Inventory site has not been considered in the context of the application before Council. There has been no specific development proposed (i.e. house plans) at the subject site. There is a reasonable expectation that the sites may be developed given the zoning of the site. Future development that may impact on the site will be subject to assessment and consent from Heritage Victoria who administer the *Heritage Act 2017*.

The application was referred to the Roads Corporation (Regional Roads Victoria (RRV)), in their capacity as a determining authority for the Public Acquisition Overlay. At the time of writing this report, Regional Roads Victoria had not provided a response.

The objections made against the application have been assessed against the Scheme and are not considered to provide a sufficient basis to refuse the application.

#### **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.

#### **ATTACHMENTS**

13.6.1 Planning Permit application PA2990/20 (*circulated separately*)

13.6.2 Planning Considerations - Section 60 of the *Planning and Environment Act 1987* assessment (*circulated separately*)

13.6.3 List of conditions (*circulated separately*)

13.6.4 Copy of the objection (*circulated separately*)

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

The area of settlement is currently serviced by Council in the form of road maintenance and rubbish collection. Council will not incur any further service delivery costs through the supporting of this application.

An application determined by council or under delegation of council and which is subject to appeal rights at VCAT, may incur costs in the form of representation (consultant) fees and staff resources.



## **CONCLUSION**

The proposed subdivision accords with the objectives of the Pyrenees Planning Scheme, specifically the Rural Living Zone, Public Acquisition Overlay and applicable State and Local Planning Policies.

The matters raised in the objections generally relate to activities that are not regulated via the Scheme or the *Planning and Environment Act 1987* and are not relevant to the application currently before Council.

## **CR FERRARI / CR CLARK**

That Council, having considered all matters required under Section 60 of the *Planning and Environment Act 1987* and the provisions of the Pyrenees Planning Scheme determines to issue a Notice of Decision to Grant a Planning Permit under the provisions of the Pyrenees Planning Scheme for the Three (3) Lot Subdivision at Lot 1 on Plan of Subdivision 647866A (Vol: 11503, Fol: 030), 12 Church Road, Trawalla VIC 3373 subject to the conditions provided in the attachment to this report.

**CARRIED**

### 13.7 PLANNING REPORT – PA2954/20

**Katie Gleisner – Manager Planning and Development**

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

**File No:** 108025700

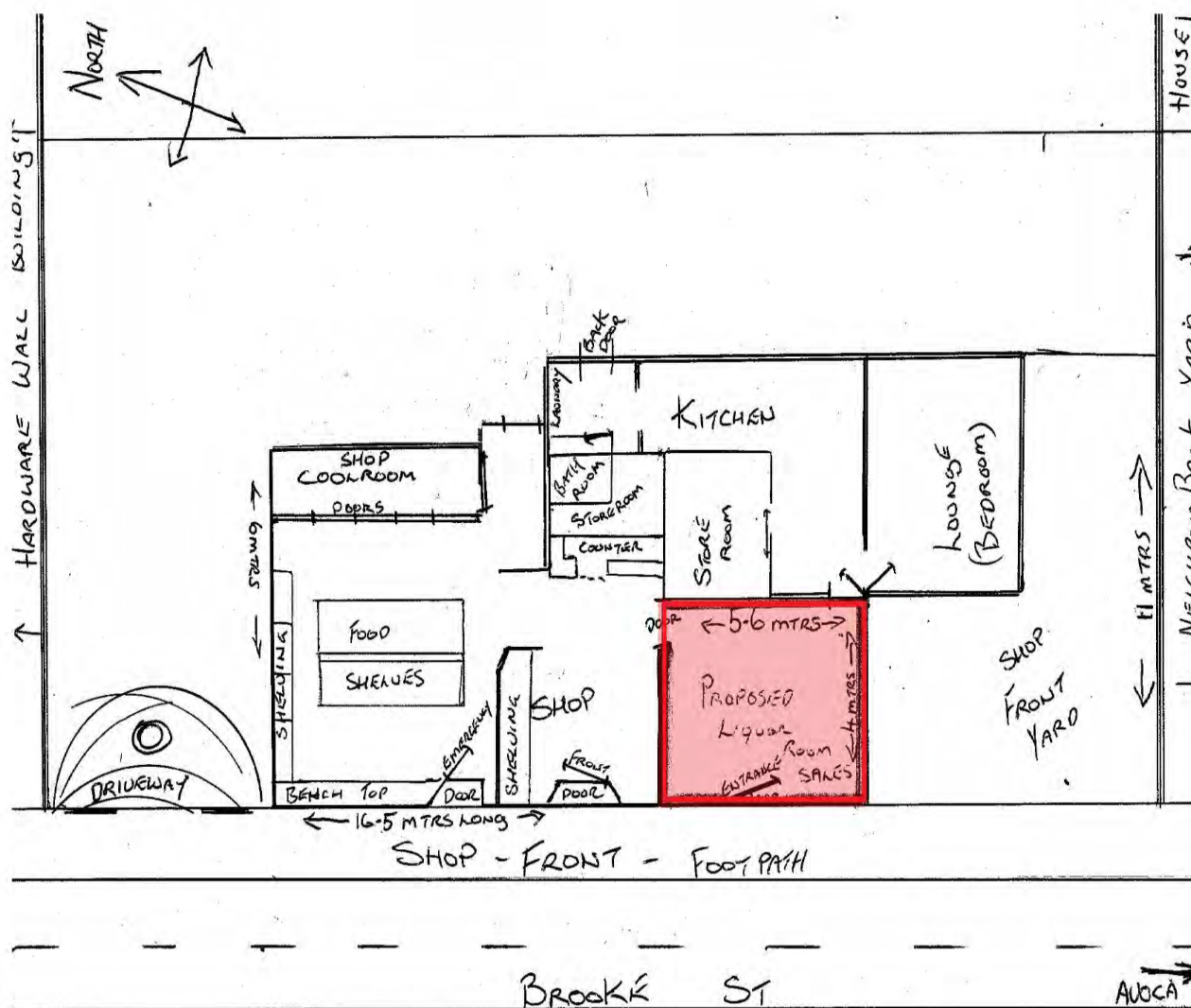
*Cr Eason declared an interest in this item and left the live-streamed meeting at 6.42pm*

#### PURPOSE

The purpose of this report is to provide Council with information on the state and local planning policy that is relevant to making a determination on Planning Permit Application PA2954/20 for the use of land for a liquor license (packaged liquor) at 29 Brooke Street, Moonambel CA 13, 14 and 15 Section 2 Township of Moonambel.

#### BACKGROUND

Council has received a planning permit application, seeking permission for the use of land for a liquor license to sell packaged liquor at the Moonambel General Store. The land is Township Zone with a Design and Development Overlay Schedule 1 (potentially flood-prone area) and a Heritage Overlay Schedule 505 (Moonambel Township Heritage Precinct).



**Figure 4: Proposed Red Line area (application)**

The proposed application is subject to a planning permit under the following clause:

- Clause 52.27 – Licensed Premises

A planning permit is required to use land for the sale of liquor if a license (to permit the sale of liquor) is required under the *Liquor Control Reform Act 1998*

It should be noted that Council does not regulate the *Liquor Control Reform Act 1998*, and that its role in this matter is to determine the suitability of the site under the *Pyrenees Planning Scheme*. Regulation of liquor licensing is the responsibility of the Victorian Commission for Gambling and Liquor Regulation.

### SITE AND SURROUNDING CONTEXT

- Location:** 29 Brooke Street, Moonambel CA 13, 14 and 15 Section 2 Township of Moonambel.
- Current use:** Moonambel General Store.
- Existing structures:** Existing dwelling with attached shop and coolroom.
- Access:** The site has road frontage along the southern boundary (Brooke Street) together with a driveway to an informal carpark.
- Other:** All lots adjoining the subject lot are zoned Township Zone with the Design and Development Overlay Schedule 1 and the Heritage Overlay Schedule 505.
- There are dwellings to the east of the shop, they are set further back on their allotments and an unused building to the west with dwellings next to the unused building.

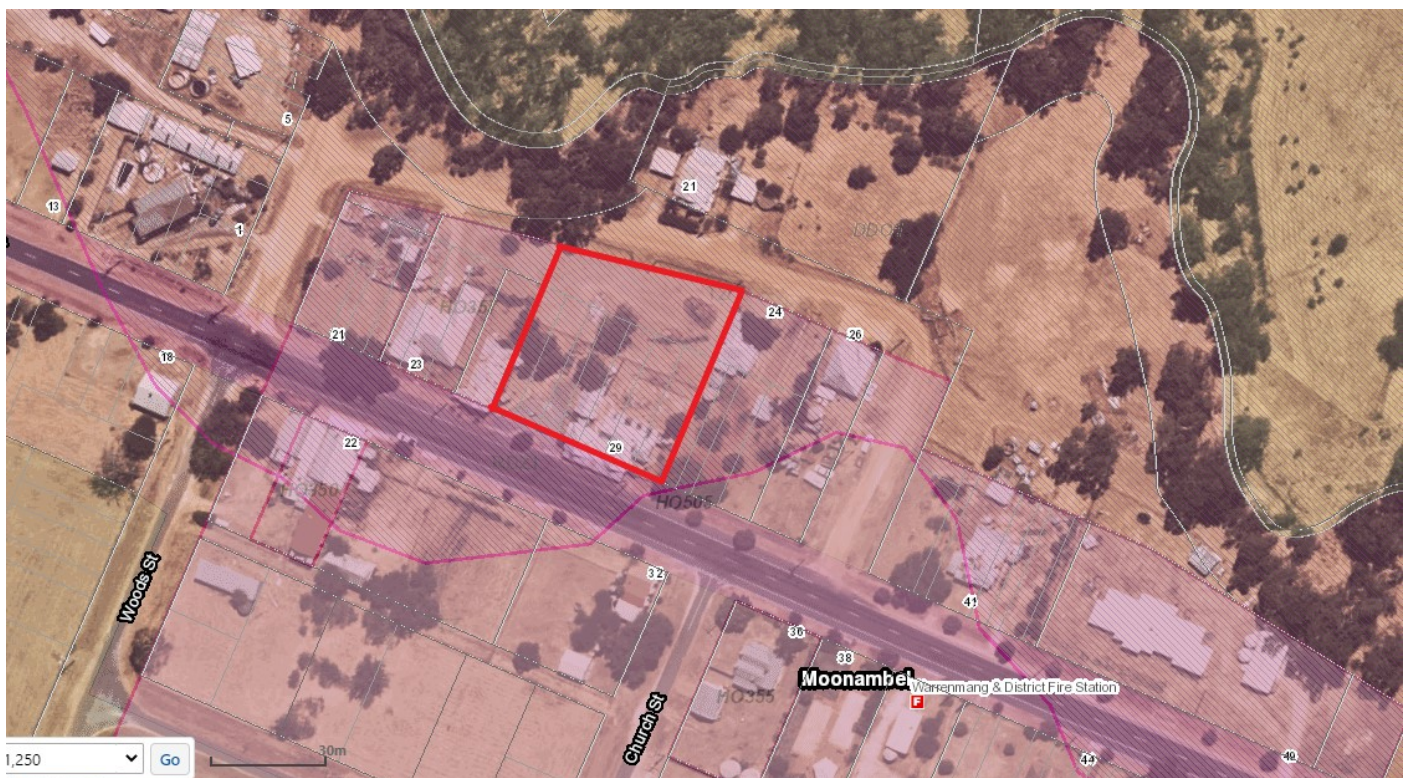


Figure 5: The subject site in red in relation to the Moonambel township (VicPlan, DELWP)

## REFERRALS AND NOTICE

Under Section 52 of the *Planning & Environment Act 1987* (The **Act**), notice was sent to sixteen (16) adjoining landowners and occupiers directly abutting the site in accordance with the scheme. Public notice was also provided through Council's website and two (2) objecting submissions were received.

The application was subject to an internal referral to Council's Environmental Health Department, who have not opposed the application. They had no additional Health requirements as the business is currently registered as a Class 2 which permits the sale of Packaged Liquor.

The application was referred under Section 52 of the Act to the Victorian Police Avoca, for their information, no response was provided.

## **Submissions**

Two objecting submissions were received in relation to the application during the notice period. The grounds of the submission have been summarised as follows:

- 1.1 *The [submitter's business] will be crippled, after patrons have eaten and drunk at the [submitter's business], they will not buy their takeaways from [the] premises.*
- 1.2 *Eventually forcing the [business] to close.*
- 1.3 *Competition in a small country town would deplete [submitter's business] sales even further.*
- 2.1 *Leave the General Store as a Store and allow the Hotel to trade without competition.*
- 2.2 *A small town the size of Moonambel does not require two liquor licensed premises.*
- 2.3 *Small business is dying*

Four (4) written 'letters of support' were submitted with the application and covered a range of themes including that the proposed licence would allow for the following:

- Central point in town to display and promote all products (beneficial whilst cellar doors are closed);
- Encourage tourists to visit various cellar doors by exposing them to a range of products;
- General store is an integral part of the community and would be a shame if it closed; and
- All services are needed to support the community, surrounding farming community and tourism

## PLANNING CONSIDERATIONS

The Responsible Authority is required, under Section 60 of the *Planning and Environment Act 1987*, to consider a range of matters including:

- the Pyrenees Planning Scheme; and
- the objectives of planning in Victoria; and
- all objections and other submissions which it has received and which have not been withdrawn; and
- any decision and comments of a referral authority it has received; and
- any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and
- any significant social effects and economic effects which the responsible authority considers the use or development may have.

## ISSUE / DISCUSSION

The Pyrenees Planning Scheme provides for and supports the application for a licensed premise in appropriate locations. Council must also ensure that any licensed premises does not impact on the amenity of the surrounding area.

As the license will be for packaged liquor to be consumed off site, there are not expected to be any adverse impacts on either nearby residents or on the amenity of the area.

In accordance with clause 52.27 of the scheme, the proposed use is described as a licensed premise and requires a planning permit to support the issuing of a license under the *Liquor Control Reform Act 1998*.

This type of liquor license allows for trade with the following hours of operation.

- 9am to 11pm Monday to Saturday
- 10am to 11pm Sunday
- 12pm to 11pm ANZAC Day
- No trading on Good Friday and Christmas Day.

The application confirms that the store will not be open, and therefore trading liquor, before 10am and after 6pm.

Clause 52.27 of the scheme requires Council to give consideration to the cumulative impact of any existing licensed premises and the proposed licensed premises on the amenity of the surrounding area.

*Planning Practice Note 61 – Licenced Premises Assessing Cumulative Impact (June 2015)* states that if there are 3 or more licensed premises (including the proposed) within a radius of 100 metres or 15 or more (including the proposed) within a 500 metre radius from the land, then there may be a cumulative effect.

The application has been assessed against this practice note and it has determined that a negative cumulative impact will not result through the granting of the proposed permit.

In accordance with Section 57 (Objections to applications for permits) of the Planning and Environment Act 1987, the Responsible Authority (Pyrenees Shire Council) may reject an “objection which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector”.

Officers have assessed the submission made against the application in accordance with the Scheme and have determined that the points raised do not sufficiently justify why the planning permit should not be issued as they relate to commercial competition.

## 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.

## ATTACHMENTS

13.7.1 Planning Permit application PA2954/20 (*circulated separately*)

13.7.2 Letter of objection PA2954/20 (*circulated separately*)

13.7.3 Planning Considerations – Section 60 of the Planning and Environment Act 1987 (*circulated separately*)

## **FINANCIAL / RISK IMPLICATIONS**

The site is currently serviced by Council in the form of road maintenance and rubbish collection. Council will not incur any further service delivery costs through the supporting of this application.

An application determined by council or under delegation of council and which is subject to appeal rights at VCAT, may incur costs in the form of representation (consultant) fees and staff resources.

## **CONCLUSION**

The proposed use of land accords with the objectives of the Pyrenees Planning Scheme, specifically Clause 52.27 Licensed Premises.

The matters raised in the objections generally relate to business competitiveness and are not deemed to be sufficient in warranting the refusal of the application currently before Council.

## **CR VANCE / CR FERRARI**

That Council, having considered all matters required under Section 60 of the Planning and Environment Act 1987 and the provisions of the Pyrenees Planning Scheme determines to issue a Notice of Decision to Grant a Planning Permit under the provisions of the Pyrenees Planning Scheme for the use of land for a liquor license (packaged liquor) at 29 Brooke Street, Moonambel CA 13, 14 and 15 Section 2 Township of Moonambel, subject to the following conditions:

### **Plans**

1. The use allowed by this permit and shown on the endorsed plans must not be amended or modified for any reason without the prior written consent of the Responsible Authority.

### **Licensed Area**

2. The layout of the licensed area (redline) as shown on the endorsed plan must not be altered without the written consent of the Responsible Authority.
3. No alcohol is permitted to be sold and or displayed outside the extent of the licensed area (redline) shown on the endorsed plans.

### **Amenity**

4. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:
  - a) transport of materials, goods or commodities to or from the land;
  - b) appearance of any building, works or materials;
  - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
  - d) presence of vermin or otherwise;
5. In the event of any nuisance being caused to the neighbourhood by activities related to the use the Responsible Authority may direct, in writing, such actions or works, as deemed appropriate, to eliminate or mitigate such nuisance be undertaken.

### **Hours of Operation**

6. Alcohol can only be purchased within the following hours of operation and cannot be altered without the prior written consent of the Responsible Authority
  - 10am to 6pm Monday to Saturday
  - 10am to 6pm Sunday
  - 12pm to 6pm ANZAC Day
  - No trading on Good Friday and Christmas Day.

7. The hours specified above may not be varied without the written consent of the Responsible Authority.
8. The premises must operate in accordance with the conditions of any Liquor License approval issued by Liquor Licensing Victoria.

**Time for starting and completion**

9. This permit will expire if one of the following circumstances applies:
  - a) The use is/are not started within two years of the date of this permit;

The Responsible Authority may extend the period for starting the development if a request is made in writing before the permit expires, or within 6 months afterwards. The Responsible Authority may extend the timeframe for completing the development (or any stage of it) provided the development has been lawfully started before the permit expires, and the request for an extension is made within 12 months after the permit expires.

**CARRIED**

*Cr Eason returned to the livestreamed meeting at 6.50pm*

### **13.8 AMENDMENT TO PLANNING PERMIT PA241/99A (PREVIOUSLY PA2957/20)**

**Katie Gleisner – Manager Planning and Development**

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

**File No:** 319022100

#### **PURPOSE**

The purpose of this report is to provide Council with information on the state and local planning policy that is relevant to making a determination on an amendment to an existing Planning Permit for the Use and development of land for mining (gold) to include an Extractive Industry (stone) at Crown Allotment 15 Section K Parish of Glenmona (Vol: 05623, Fol: 600), at Blackney Lane, Avoca Vic 3467.

#### **BACKGROUND**

Council has received a planning permit application (PA2957/20) seeking a planning permit for the use and development of land for an Extractive Industry (stone).

The site currently operates as an Alluvial Gold Mine permitted by PA291/99 and Work Authority MIN5253 (issued under the *Mineral Resources Development Act 1990*).

This planning permit application seeks to allow for the extraction of sand and stone which are by-products from the processing of auriferous alluvial material currently extracted and processed on the site. The sand and stone extracted as a by-product is considered suitable for use in the concrete industry and as unwashed aggregate (road base).

The application does not propose any further ‘development’ as the supporting infrastructure such as haul roads, hardstands, ROM pads, settling dams and a process water dams are already established on site as part of the existing gold processing operation and permitted under the existing permit. No further infrastructure is required.

The application is supported by a Work Plan Variation for a ‘Change of Operating Practice’. The Work Plan Variation has been endorsed by Earth Resources Regulation (“ERR”) of the Department of Jobs, Precincts and Regions, in their capacity as administrators of the *Mineral Resources (Sustainable Development) Act 1990* (“**MRSD Act**”). The Work Plan Variation includes a Site Rehabilitation Plan, a Risk Treatment Plan, a Traffic Management Plan and a Community Engagement Plan.

The site is zoned for Farming and is partly subject to the Bushfire Management Overlay.

The proposed Use of land for an Extractive Industry (stone) is subject to a planning permit under the following clauses:

- Clause 35.07 – Farming Zone

The application has been made in response to Clause 52.09 – Extractive Industry and Extractive Industry Interest Areas, state and local policy and the relevant decision guidelines.

#### **SITE AND SURROUNDING CONTEXT**

**Location:** Crown Allotment 15 Section K Parish of Glenmona (Vol: 05623, Fol: 600) at Blackney Lane, Avoca Vic 3467

**Area:** 11.23 hectares

**Current use:** Existing alluvial gold mine permitted under PA241/99

**Existing structures:** Haul roads, hardstands, ROM pads, settling dams and a process water dams, portable site office and self-contained ablution facility



**Access:** The existing gold mine and proposed continued access (and product cartage), is via Homebush Road, McNeil Road and Blackney Lane.

**Other:** The site contains scattered native vegetation, particularly to the southwest of the site.

The site contains several settling dams that form part of the operations as an existing alluvial gold mine.

The nearest residence to the site is located approximately 0.2km west of the current operational area. A second residence is located approximately 0.4km north-east of the license boundary and a third approximately 0.55km north-west of the site.

The site abuts the Maryborough railway line on the southern title boundary.

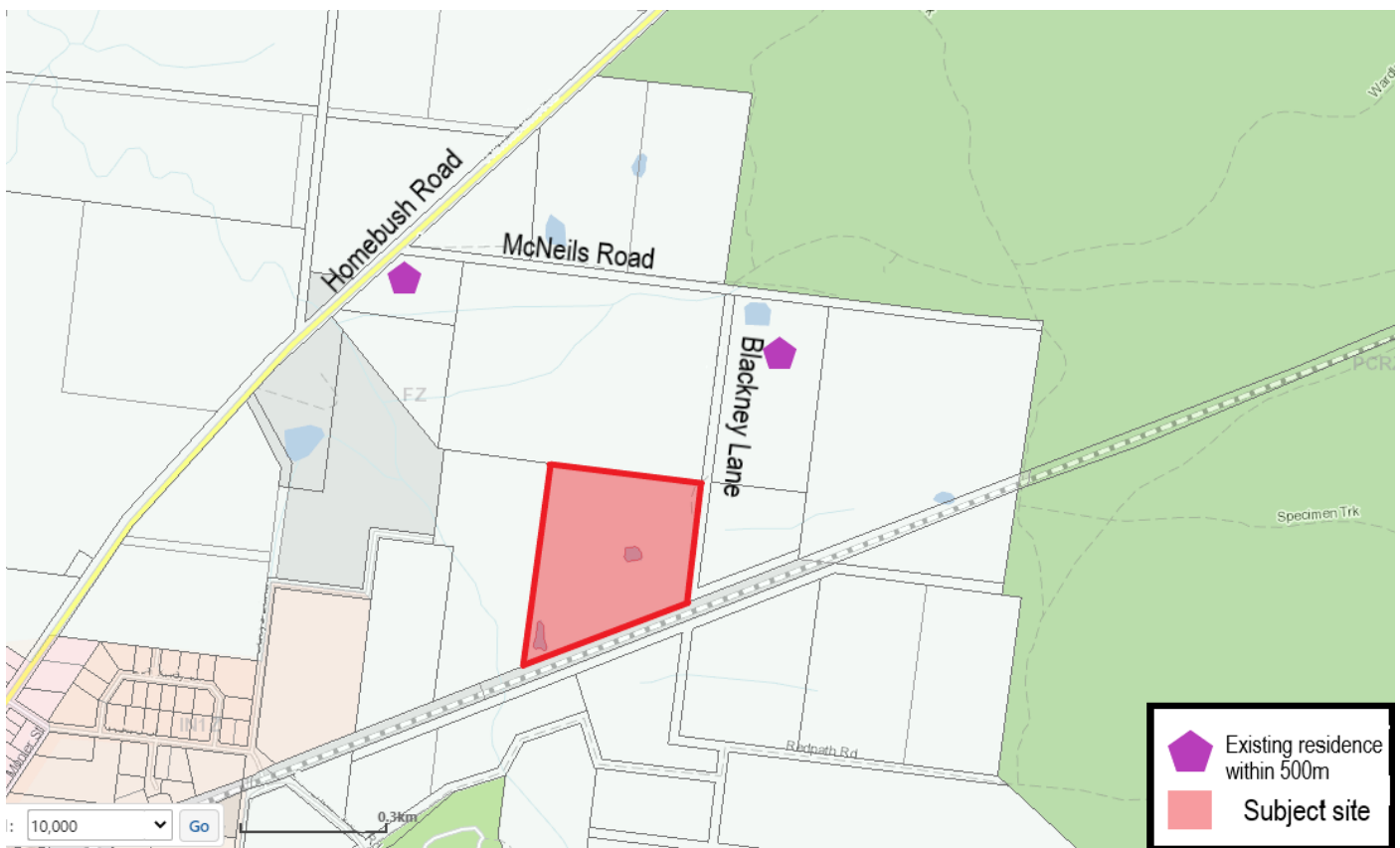


Figure 6: Subject site (in red), existing residences within 500m and access roads (VicPlan, DELWP 2020)

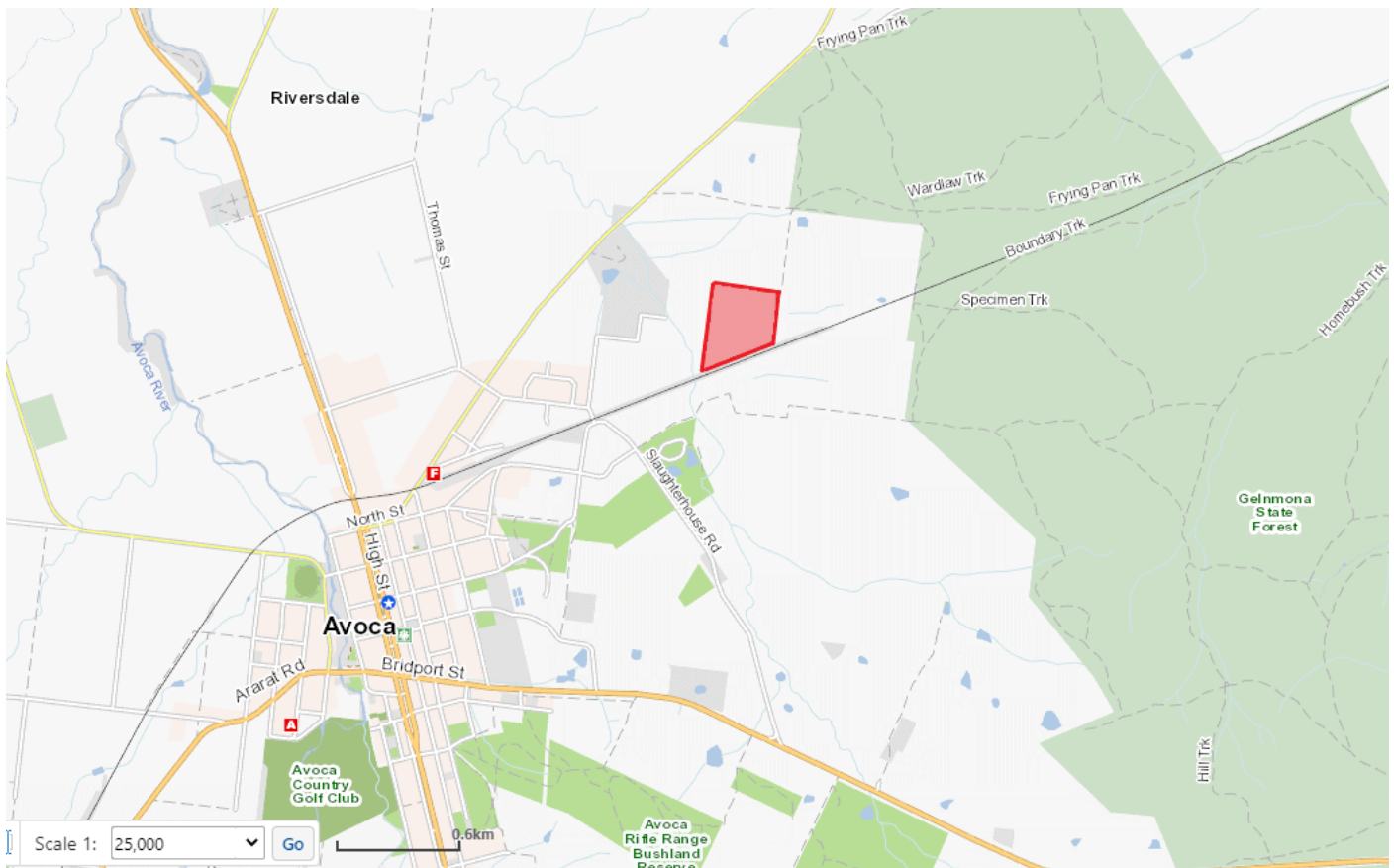


Figure 7: Site (in red) in the context of Avoca township

## REFERRALS AND NOTICE

Under Section 52 of the *Planning & Environment Act 1987* (The “**Act**”), notice was sent to sixteen (16) adjoining landowners and occupiers within an approximate radius of 350m from the site in accordance with the scheme. Public notice was also provided through Council’s website. A submission was received which is summarised within this report.

The application has been referred under Section 57TD(1)(C) of the *MRSD Act 1990* to the Environmental Protection Authority (“**EPA**”), the Department of Environment, Land, Water and Planning (“**DELWP**”) and the Earth Resources and Regulations (“**ERR**”) assessments of the Department of Economic Development, Jobs, Transport and Resources (“**DEDJTR**”) who have all provided comments for the endorsement of the Work Plan Variation .

Following further consultation with EER, it has been identified that the multiple land uses (existing and proposed) would be best managed through one planning permit rather than two permits which refer to same Work Authority. Consent has been obtained from the proponent to treat the new application as an amendment to the existing permit PA291/99 and the required administrative arrangements made.

Council is exempt from Section 55 referrals under the *Planning and Environment Act 1987* as per Clause 52.09-3 of the Pyrenees Planning Scheme as referral has been undertaken by ERR in the endorsing of the Work Plan Variation.

The application was subject to an internal referral to Council’s Engineering and Environment and Sustainability Departments, who do not oppose the proposed use of land subject to conditions.

## **Submissions**

A submission was received in relation to the application during the notice period. The grounds of the submission have been summarised below:

- 1.5 *Heavy vehicle speeds on McNeil Road & Blackney Lane. There are no posted speed signs on the access roads to the mine.*
- 1.6 *Dust associated with the proposed operation and cartage of material along the unsealed roads will have an impact on amenity.*
- 1.7 *Cartage associated with the proposed Use on Homebush Road and McNeils Road may increase the chance of an incident occurring between local traffic (school bus) and heavy vehicles.*

In response to the above objections, the assessing officer is satisfied that the concerns raised can be suitably mitigated and managed through a Traffic Management Plan that is required to be developed to the satisfaction of Council and endorsed to form part of any permits that may be granted.

It should be noted that elements of the submission received cannot be regulated and managed through a planning permit, such as driver behaviour.

The activity on site, and any resulting amenity impacts offsite are required to comply with the *Protocol for Environmental Management (PEM) Air Quality Management (AQM Mining and Extractive Industries 2007)*.

The Work Plan Variation includes mitigation measures to be carried out on-site include applying dust suppressing agents to disturbed ground, installing dust suppression equipment on fixed plant where necessary, conducting speed checks for vehicular traffic and reducing output of dust by not scheduling or allowing works on high-risk days (i.e. windy days). Additionally, the area subject to operations will be kept to “as small as practicable” with rehabilitation progressively occurring behind the active face.

## **PLANNING CONSIDERATIONS**

The Responsible Authority is required, under Section 60 of the *Planning and Environment Act 1987*, to consider a range of matters including:

- the Pyrenees Planning Scheme; and
- the objectives of planning in Victoria; and
- all objections and other submissions which it has received and which have not been withdrawn; and
- any decision and comments of a referral authority it has received; and
- any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and
- any significant social effects and economic effects which the responsible authority considers the use or development may have.

## **ISSUE / DISCUSSION**

The Pyrenees Planning Scheme provides for and supports Extractive Industries in suitably located areas that will not adversely affect the environment or amenity of the area.

The application (and Work Plan Variation), does not propose to alter the existing method of winning and processing the auriferous material and therefore additional amenity impacts will be minimal.

The application does not seek permission for the onsite sale (gate sales) of extracted material.

On the basis of current annual processing, up to 4,700m<sup>3</sup> of saleable aggregate, washed gravel and sand will be extracted per annum. This equates to the equivalent of two (2) trucks per weekday over the course of a year. It is a reasonable expectation that offsite sales will be on a campaign basis that may see three (3)

to four (4) truck movements per day over a period of a week or more. There may be multiple campaigns per year.

Hours of operation are Monday – Friday 8am-5pm and Saturday 8am-1pm. There shall be no work on Sundays and public holidays.

The proposed use of land for an extractive industry does not provide for agriculture nor encourage the retention of productive agricultural land as per the Farming Zone. However, the site has been subject to mining under the Work Plan since 1999, and is within the area identified as the 'Avoca Lead' for which gold mining has been a prominent land use dating back to the 1860's.

Upon completion of the use, the Work Plan Variation and the proposed planning permit amendment requires the site to be suitably rehabilitated as parkland pasture (combination of open tree planting and pasture planting for grazing purposes). The proposed use of land will result in a final landform that will express as a shallow depression, however, could be returned to an agricultural use. The site will not be permanently removed from agricultural productivity and can meet the objectives encouraged by state and local policy.

Resource extraction is supported by state policy at Clause 14.03-1S and must be carried out in accordance with acceptable environmental standards and practice and is consistent with overall planning considerations.

The Work Plan Variation requires a range of environment protection measures to be undertaken, including the management of surface water, sediment and turbidity and native vegetation.

The Work Plan Variation permits the removal of native vegetation from the site, which will be offset by the proponent and regulated by ERR. These offsets must be secured prior to the commencement of works.

The Work Plan Variation requires the provision of a 25-metre-wide vegetation buffer on the northern boundary to reduce amenity impacts.

The objection made against the application has been assessed against the Scheme and officers are satisfied that the concerns raised can be suitably managed through conditions that will apply to any permit issued. The objection is not considered to provide a sufficient basis to refuse the application.

### **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.

### **ATTACHMENTS**

13.8.1 Planning Permit application PA291/99 (previously PA2957/20) (*circulated separately*)

13.8.2 Section 60 of the *Planning and Environment Act 1987* assessment (*circulated separately*)

13.8.3 Copy of the submission (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

Council will not incur any further service delivery costs through the supporting of this application.

An application determined by council or under delegation of council and which is subject to appeal rights at VCAT, may incur costs in the form of representation (consultant) fees and staff resources.

## CONCLUSION

The proposed use of land for an extractive industry (stone) accords with the objectives of the Pyrenees Planning Scheme, including the Farming Zone and the applicable State and Local Planning Policies.

The objection received is not considered to provide a sufficient basis to refuse the application.

## CR EASON / CR CLARK

That Council, having considered all matters required under Section 60 of the *Planning and Environment Act 1987* and the provisions of the Pyrenees Planning Scheme determines to issue a Notice of Decision to Grant a Planning Permit under the provisions of the Pyrenees Planning Scheme for the Use of Land for an Extractive Industry (stone) at Use of land for an Extractive Industry (stone) at Crown Allotment 15 Section K Parish of Glenmona (Vol: 05623, Fol: 600), at Blackney Lane, Avoca Vic 3467 subject to the following conditions:

### Plans

1. The use and development allowed by this permit and shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

### Plans Required

2. Before the use or development works commence, plans to satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. Upon approval, the plans will be endorsed and will then form part of the Permit. The plans must be professionally drawn and to scale with dimensions. The plans must be generally in accordance with the plans attached to the Work Plan Variation MIN5253 (endorsement date 03/04/2020) submitted with the Planning Permit Application, and include:
  - a) Landscape Plan in accordance with Condition 26
  - b) Traffic Management Plan in accordance with Condition 11

### Work Plan Variation

3. The use of the subject land for extractive industry must be carried out in accordance with the endorsed Work Plan Variation (endorsed 03/04/2020) and the requirements of the *Mineral Resources (Sustainable Development) Act 1990* (“MRSD Act”).
4. This Permit will be cancelled if the Work Plan Variation for the use issued under the provisions of the MRSD Act is cancelled in accordance with Section 770 of this Act.
5. No works may be undertaken within the 20m buffer zone from the western title boundary and 25m buffer zone from the northern title boundary (except for landscaping required by this permit), as shown on the endorsed plans.
6. The rehabilitation as required by the endorsed Work Plan Variation must be undertaken to the satisfaction of the Responsible Authority, within 6 months of the cancellation or expiry of the Permit.

### Hours of operation

7. The approved use may only operate, in accordance with the Works Plan Variation, between the hours of:
  - 8am to 5pm Monday to Friday
    - i. The emission of noise from the site must be in accordance with the Noise from Industry in Regional Victoria 2011 guidelines prepared by the Environmental Protection Authority at all times to the satisfaction of the Responsible Authority.
  - 8am to 1pm on Saturday
  - Notwithstanding the above, the use may not operate on public holidays or Sunday.

8. These hours may only be amended with the further written consent of the Responsible Authority

#### **General amenity**

9. The use and development must be managed so that the amenity of the area or locality, in the opinion of the Responsible Authority, is not detrimentally affected, through the:
  - a) transport of materials, goods or commodities to or from the land;
  - b) appearance of any building, works or materials;
  - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; and
  - d) presence of vermin.

#### **Noise**

10. Noise levels emanating from the land must comply with the requirements of the Environment Protection Authority's guidelines.

#### **Traffic Management Plan required**

11. Before the use or development works commence, a Traffic Management Plan ("**TMP**") must be submitted to and approved by the Responsible Authority. If approved, the plan will be endorsed and form part of the permit. The TMP must be prepared by a qualified and experienced engineer and must comply with all relevant Australian Standards and accepted safety practices to the satisfaction of the Responsible Authority. The submitted plan must include;
  - a) The configuration/Class of truck/trailer combinations;
  - b) The truck/trailer combination Gross Vehicle Mass ("**GVM**");
  - c) The routes proposed and the direction of travel;
  - d) Details of offsite heavy vehicle movement associated with the cartage of extracted materials, including the approximate number of vehicles per day and time; and
  - e) Details of any traffic controls.
12. Any identified works set out in the Traffic Management Plan must be consistent with the relevant Code of Practice for Worksite Safety – Traffic Management and *Road Safety (Traffic Management) Regulations 2009*.
13. Prior to any works commencing within any road reserve, a Memorandum of Authorisation ("**MOA**") must be submitted to and approved by the Responsible Authority.
14. Before any works commence, the proponent/operator must provide written notification to the occupiers of properties adjoining all roads and assets identified for use in the TMP, of the works. The proponent/operator must provide evidence of all written notification upon request, to the satisfaction of the Responsible Authority.
15. Any damage to a Pyrenees Shire Council asset, deemed by the Responsible Authority to be associated with the permitted use and development, must be repaired or replaced by and at the cost of the proponent/operator, to the satisfaction of the Responsible Authority.
16. Once the TMP has been endorsed, a review must be undertaken by the proponent/operator, every 6 months for the first three years from the date of this permit and annually ongoing from thereafter, throughout the duration of the approved use, to ensure that it is operating as intended to the satisfaction of the Responsible Authority. Any recommendations of the review must be incorporated into the TMP where relevant and to the satisfaction of the Responsible Authority.

### **Construction and Civil works**

17. Before the use or development works commence, the applicant must construct any road works, drainage and other civil works in accordance with the endorsed plans or as specified by this permit to the satisfaction of the Responsible Authority and the *Infrastructure Design Manual*.
18. Any construction works as required by this permit must not result in excavated or construction materials being placed or stored outside the site area or on the adjoining road reserves, except where the materials are required in connection with any road construction works in such reserves that are required as part of this permit; and in consultation with the Responsible Authority. On completion of any construction works, the area should be left in a clean and tidy manner to the satisfaction of the Responsible Authority.
19. Care must be taken to preserve the condition of existing infrastructure adjacent to the site. If any damage to existing infrastructure occurs as a result of the use or development permitted under this permit, the affected infrastructure must be replaced, and the full cost met, by the proponent/operator to the specification and satisfaction of the Responsible Authority.
20. All civil infrastructure developed/installed as required by the permitted use and development, that will be owned and controlled by Pyrenees Shire Council, must be maintained by the proponent/operator for a period of 12 months following development/installation, in accordance with Council's Infrastructure Design Manual and to the satisfaction of the Responsible Authority.
21. No polluted and/or sediment laden run-off associated with any civil construction works, is to be discharged directly or indirectly into Pyrenees Shire Council's drains or any watercourses.

### **Vehicle Access**

22. A Road Excavation Permit will be required for any works to install or upgrade any access ways.
23. Vehicle access in association with the permitted use must be constructed at the approved location to the satisfaction of the Responsible Authority.
24. All vehicle access works shall be completed to the satisfaction of the Responsible Authority prior to the use hereby approved commencing.

**Note:** Please contact Council's Engineering Department as the construction or altering of a vehicle crossing, footpath and/or any other works or alterations within a road reserve or any other Council asset may require either a Road Excavation Permit (which includes a driveway and new crossover), or other approval to be obtained from the Pyrenees Shire Council. This Planning Permit does not constitute such approval. Failure to obtain an appropriate permit or damaging Council infrastructure, including footpaths, kerbs, drains, street trees, nature strips etc. or failing to remove redundant crossings and reinstate the kerb, drain, footpath, nature strip or other part of the road is a breach of the Pyrenees Shire Council development requirements.

### **Vehicle wheel wash**

25. An appropriate and suitable vehicle wheel wash must be installed at the primary access point to prevent vehicles leaving the site from depositing mud, dirt, sand, soil, clay, stones or any other materials on roadways, to the satisfaction of the Responsible Authority.

### **Landscape Plan required**

26. Before the use hereby approved may commence, a Landscape Plan for the subject land must be submitted to and approved by the Responsible Authority. Upon approval, the plan will be endorsed and form part of the permit. The submitted plan must be drawn to scale with dimensions and must include;
  - a) the exclusive use of indigenous/local native species in all new plantings;
  - b) provide details of all proposed planting, including the location, number and size at

maturity, the botanical names of such plants and the location of all areas to be covered by grass or other surface materials as specified

- c) the method of preparing, draining, watering and maintaining (including weed and pest management) of all landscape plantings; and
- d) show a permanent screen of trees and shrubs with a minimum of three rows and 25 metres wide with a spacing no greater than 4 metres using a mixture of native vegetation species (trees and understory) along the northern boundary of the site to form an effective screen between activities on the site and Blackney Lane in accordance with Condition 29.

27. Before the use hereby approved may commence, all landscape works forming part of the endorsed Landscape Plans must be completed and maintained to the satisfaction of the Responsible Authority.

28. The permit holder must, for a period of no less than 5 years, ensure that all landscaping works are maintained, including that any dead, diseased or damaged plants are to be replaced to the satisfaction of the Responsible Authority. The visual screen as per Condition 29 is to be maintained throughout the duration of the approved use.

#### **Visual Screen**

29. Before the use or development works commence, a permanent screen of trees and shrubs must be planted in accordance with the endorsed Landscape Plan to provide a visual screen along the northern boundary, and must be completed and maintained for the duration of the approved use to the satisfaction of the Responsible Authority.

#### **No native vegetation removal**

30. The removal of native vegetation must only occur to the extent permitted as shown on the endorsed plan/s (unless to comply with any statute, statutory rule or regulations or for any other reason), except with the further written consent of the Responsible Authority.

31. The removal must not cause damage to other native vegetation to be retained, nor to drainage lines, waterways and/or watercourses.

#### **Permit expiry**

32. This permit will expire if one of the following circumstances applies:

- a) The use is not started within five years of the issued date of this permit.
- b) If commenced, the use is then discontinued for a period of two years or more from the date of that commencement.
- c) if the Work Plan Variation for the use issued under the provisions of the MRSDA is cancelled in accordance with Section 77O of the Act

In accordance with Section 69 of the *Planning and Environment Act 1987* an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

**CARRIED**



## **CORPORATE AND COMMUNITY SERVICES**

### **13.9 PYRENEES RELIEF AND RECOVERY PLAN**

**Laura Buchanan – Emergency Management Coordinator**

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

**File No:** 28/06/38

#### **PURPOSE**

The purpose of this report is to present Council with the Relief and Recovery Plan including the Business Taskforce Work Plan.

#### **BACKGROUND**

COVID-19 was first detected in Australia in January 2020 and a State of Emergency was declared in Victoria on 16 March 2020. From this date, the Federal and State governments introduced containment measures in stages including social distancing, closure of schools and non-essential businesses and ‘Stay at Home’ requirements.

Whilst we have had few COVID-19 cases to date within municipality, the measures to contain the pandemic have had a profound impact on Pyrenees communities and businesses. Council, with the support from other agencies, has a key role in supporting the recovery of the municipality, including community, psychosocial and economic recovery. To do this in a coordinated and effective way, a Relief and Recovery Plan (including a Business Taskforce Work Plan) has been developed.

#### **ISSUE / DISCUSSION**

Though Pyrenees communities have proven themselves to be resilient in many circumstances, as revealed by the COVID-19 Community Survey results, many community members are experiencing a reduction and mental health and wellbeing due to social isolation, an inability to participate in activities they would regularly enjoy in normal circumstances and, in some cases, through job loss and financial stress. These findings have been ratified through network discussions with local agencies, including VicPol, Schools, Grampians Community Health and Grampians Primary Care Partnerships as well as regular discussions with Pyrenees Community Care and Resource Centre clients.

Through regular contact with members of the business community and the formation of the Pyrenees Business Taskforce, including key members of the local business community, Council also understands the challenges faced by local businesses, with significant losses in revenue and the challenges faced in the ever-evolving regulatory landscape.

The resulting reduced mental and financial wellbeing as well can, over time, affect community connectedness and vibrancy, hindering community recovery. In addition to Council’s legislative obligation in recovery, its proximity to the community and strong local networks, means it is well-placed for supporting communities and businesses in their recovery.

The attached plan provides a local roadmap for community and business recovery using the latest version of the State Relief Plan as a template. This document has been reviewed and approved by Council’s Municipal Emergency Management Planning Committee and Pandemic Planning Committee. Due to the dynamic nature of the pandemic and guidelines, it is recognized that the document itself will need to be dynamic and will be continually reviewed by the Pandemic Planning Committee.

### **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**

13.9.1 Pyrenees Relief and Recovery Plan (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

Nil

### **CONCLUSION**

The COVID-19 pandemic has had a profound impact on Pyrenees communities and businesses. Council has a key role in supporting their recovery. The Pyrenees Relief and Recovery Plan provides a local roadmap to recovery and will be a dynamic document.

### **CR CLARK / CR EASON**

That Council support the Pyrenees Relief and Recovery Plan and Business Taskforce Work Plan.
--

**CARRIED**

### **13.10 REQUEST OF FINANCIAL SUPPORT FOR THE LEASE OF A VEHICLE FOR THE TAC L2P PROGRAM IN PYRENEES SHIRE**

**Martin Walmsley – Manager Community Wellbeing**

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

**File No:** 58/12/14

#### **PURPOSE**

The purpose of this report is for Council to consider providing financial support to Central Grampians Local Learning and Employment Network (CGLLEN) to support the TAC L2P program.

#### **BACKGROUND**

The L2P Driver Mentor Program is a state-wide program that assists disadvantaged learner drivers aged 16 to 21 with no access to a supervising driver or vehicle to gain the 120 hours driving experience required to apply for a probationary licence.

The program is funded for four years by the Transport Accident Commission (TAC), managed by the Department of Transport (DoT), supported by the Victorian Government, and coordinated locally by the CGLLEN.

The TAC L2P Program helps young people become safe, confident drivers, to reduce Victoria's road toll. It also provides an opportunity for young people to interact with positive adult role models, gain confidence and move towards social independence.

In doing so, the program matches learners from 16 to 21 years old with a fully licensed volunteer driver and practice vehicle to help them gain driving experience.

As a part of the program in addition to being matched with a volunteer, participants can access up to seven free driving lessons with a professional instructor throughout the program. This helps learners build their skills before getting on the road with a volunteer mentor and continue progressing through the four stages of the Graduated Licensing System.

#### **ISSUE / DISCUSSION**

The CGLLEN is seeking an annual contribution from Council of \$3,000.00 for the duration of the currently funding the TAC L2P Learner Driver Program (four years). This will be used to assist with covering the costs associated with leasing a vehicle to be used in and across the Pyrenees Shire.

The funding provided by TAC for the L2P program is allocated on a placement basis. It doesn't cover the entire cost of running the program and is intended to cover such things as coordination and administration of the program, professional driving lessons for learners and the costs associated with gaining their probationary licence, training of volunteers and operational costs. It doesn't include any provision of vehicles. This is especially problematic for CGLLEN who need to purchase three cars to roll the program out across three different Shires (Ararat, Northern Grampians and Pyrenees).

The cars purchased by the program are now quite old and fail to meet the strict safety requirements outlined under the TAC L2P Learner Driver Program. Consultation with the TAC L2P Learner Driver Program representative from VicRoads and consideration of the various pros and cons associated with purchasing or leasing vehicles indicates that the best option going forward would be to secure the new vehicles under lease agreements for the following reasons:

- leasing the vehicles eliminates the high cost associated with purchasing new vehicles
- leasing the vehicles ensures it is easy to maintain the required safety standards and guarantees learner drivers have access to reliable, contemporary vehicles to undertake their driving practice.

- on average there is little difference in the cost between operating the TAC L2P Learner Driver Program with purchased vehicles versus leased vehicles
- Many other L2P programs across the State utilise leased vehicles and it is considered best practice.

### **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.

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

### **ATTACHMENTS**

13.10.1 L2P Funding Strategy (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

There is currently no allocation for this in Council's budget.

### **CONCLUSION**

The CGLLEN initially applied for funding for this through Council's Community Grants program and was unsuccessful as they did not meet the criteria. However, at Council's June briefing this was discussed at some length and Council requested that the CGLLEN provide more information on what they required so Council could better consider how it could support the L2P program.

### **CR VANCE / CR FERRARI**

That Council agrees to the request from Central Grampians Local Learning and Employment Network (CGLLEN) of \$3,000 annually for the duration of the current four-year funding for TAC L2P Learner Driver Program.

**CARRIED**

### **13.11 MUNICIPAL EMERGENCY MANAGEMENT ARRANGEMENTS**

**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:** 28/06/04

#### **PURPOSE**

The purpose of this report is seek Council endorsement of the appointment of two newly mandated municipal emergency management roles and the re-establishment of the Municipal Emergency Management Committee as an advisory committee of Council.

#### **BACKGROUND**

Section 59 of the Emergency Management Act 2013 (the 2013 Act) provides for functions of a municipal council as:

1. Facilitating emergency management planning for emergencies in relation to the municipal district by establishing a Municipal Emergency Management Planning Committee (MEMPC).
2. In collaboration with other agencies and by the establishment of a MEMPC, enabling community participation in emergency preparedness, including mitigation, response, and recovery activities.
3. Nominating one of the following persons to be the chairperson of the MEMPC – CEO or a nominated council officer.
4. Appointing one or more Municipal Emergency Management Officers (MEMO).
5. Appointing one or more Municipal Recovery Managers (MRM).

Section 60 provides for the preparation, consultation, and review of Municipal Emergency Management Plans (MEMPs).

Although Council already has a MEMP and MEMPC in operation, the 2013 Act requires the revised arrangements to be in place by 1<sup>st</sup> December 2020.

#### **ISSUE / DISCUSSION**

In accordance with the requirements of the 2013 Act, Council is requested to resolve to establish the following:

##### **Municipal Emergency Management Officer (MEMO)**

The legislative changes introduced in 2019, and the Emergency Management Act 2013, now require councils to appoint a Municipal Emergency Management Officer (MEMO) by 1<sup>st</sup> December 2020.

This role is interpreted by us as an amalgamation of the formerly mandated Municipal Emergency Resources Officer (MERO) and the former non-mandated Municipal Emergency Manager (MEM). The mandated role of MERO has been discontinued from 1<sup>st</sup> December 2020.

The key responsibilities of the MEMO are:

- Liaising with agencies in relation to emergency management activities for the municipal district, and
- Assisting in the coordination of the emergency management activities for the council.

This role will be the primary lead in municipal emergency management planning and preparation and will be supported by the Emergency Management Coordinator and a range of deputies. The former MERO is included as a deputy MEMO in Council's emergency management structure.

It is recommended that Council resolves to appoint the Manager Governance, Risk & Compliance as the Municipal Emergency Management Officer with immediate effect.

Delegations for the MEMO and deputy MEMO were included in the Instruments adopted by Council in August 2020.

### **Municipal Recovery Manager (MRM)**

The Emergency Management Act 2013 requires councils to appoint a Municipal Recovery Manager (MRM) by 1<sup>st</sup> December 2020.

Council has had a non-mandated MRM role in place for some years and the key responsibilities of the role include:

- Coordinating, in consultation with agencies, the resources of the council and the community for the purposes of recovery,
- Liaising with any MEMO in relation to the use of the council's resources for the purposes of recovery, and
- Assisting any MEMO with planning and preparing for recovery.

This role works closely with the MEMO and is supported by the Emergency Management Coordinator and a range of deputies.

It is recommended that Council resolves to appoint the Manager Community Wellbeing & Development as the Municipal Recovery Manager with immediate effect.

Delegations for the MRM and deputy MRM were included in the Instruments adopted by Council in August 2020.

### **Municipal Emergency Management Planning Committee (MEMPC)**

The Emergency Management Act 2013 requires councils to re-establish a new Municipal Emergency Management Planning Committee (MEMPC) by 1<sup>st</sup> December 2020. It is noted in the 2013 Act that this establishment is not to be a reconstitution of the existing MEMPC, but is a new committee, although many of the members are likely to be similar.

The functions of the newly established MEMPC in relation to its municipal district are:

- To be responsible for the preparation and review of its Municipal Emergency Management Plan (MEMPC),
- To ensure that its MEMPC is consistent with the State Emergency Management Plan and the relevant Regional Emergency Management Plan,
- To provide reports and recommendations to the Regional Emergency Management Planning Committee (REMPC) for its region, in relation to any matter that affects, or may affect, emergency management planning for the municipal district,
- To share information with the REMPC for the region and any other MEMPCs to assist with effective emergency management planning,
- To collaborate with any other MEMPC that the committee considers appropriate in relation to emergency management planning, including preparing MEMPCs, and
- To perform any other function conferred on the committee by this or any other Act.

The MEMPC has power to do all things that are necessary or convenient to be done for, or in connection with, the performance of its functions.

The 2013 Act requires the Chair to be the Chief Executive Officer of the municipal council, or a council officer nominated by Council.

The MEMPC must consist of representatives from the following agencies:

- Victoria Police
- Country Fire Authority
- Ambulance Victoria
- Victoria State Emergency Service Authority
- Australian Red Cross Society
- Department of Health and Human Services

In addition, after the first meeting, other members by invitation will include:

- One or more community representatives
- One or more persons acting as representatives of emergency recovery agencies

In accordance with these requirements, Council is requested to:

- establish a new Municipal Emergency Management Planning Committee (MEMPC) comprising of the membership required under the Emergency Management Act 2013, to be in place by 1<sup>st</sup> December 2020,
- appoint the Manager Governance Risk & Compliance as the Pyrenees Shire Municipal Emergency Management Officer (MEMO),
- appoint the Manager Community Wellbeing & Development as the Pyrenees Shire Municipal Recovery Manager (MRM),
- appoint the MEMO to act as Chairperson for the MEMPC, and
- allow Council's Emergency Management Team to appoint deputy MEMOs and deputy MRMs as required from time-to-time to support sustainability of duties.

### **Municipal Emergency Management Plan (MEMP)**

Council's existing MEMPC has recently concluded a three-year review of its Municipal Emergency Management Plan (MEMP), which was audited by the State Emergency Service under the legislative arrangements in place until July 2020. The results of this audit are awaited but a positive result is expected with no changes required.

It is not required for a new MEMP to be prepared immediately but provisions allow a review to be undertaken over the next three years, by the re-established MEMPC. The next audit of a revised MEMP will be via self-assessment by the MEMPC, followed by confirmation audit undertaken by the Regional Emergency Management Planning Committee.

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

Section 59 of the Emergency Management Act 2013 requires councils to re-establish Municipal Emergency Management Planning Committees and appoint the mandates roles of Municipal Emergency Management Officer (MEMO) and Municipal Recovery Manager (MRM) by 1<sup>st</sup> December 2020.

### **ATTACHMENTS**

Nil

### **FINANCIAL / RISK IMPLICATIONS**

All financial and risk implications are included within the body of this report, where existing.

## **CONCLUSION**

Under the 2013 Act Council is required to re-establish its emergency management planning arrangements by 1<sup>st</sup> December 2020 and this report seeks Council adoption of the revised arrangements to be in place within the required timeframe.

## **CR FERRARI / CR EASON**

That Council:

1. Appoints the Manager Governance Risk & Compliance as Municipal Emergency Management Officer (MEMO) with immediate effect;
2. Appoints the Manager Community Wellbeing & Development as Municipal Recovery Manager (MRM) with immediate effect;
3. Establishes the Municipal Emergency Management Planning Committee (MEMPC), comprising of the membership required under the Emergency Management Act 2013 and in accordance with the provisions of that Act, as an advisory committee of Council, to be in place by 1<sup>st</sup> December 2020;
4. Appoints the Municipal Emergency Management Officer (MEMO) to act as Chairperson for the MEMPC; and
5. Resolves to allow Council's Emergency Management Team to appoint deputy MEMOs and deputy MRMs as required from time-to-time to support the sustainability of these roles and required duties.

**CARRIED**



### **13.12 FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT FOR YEAR ENDED 30 JUNE 2020**

**James Hogan – Manager Finance**

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

**File No:** 32/08/30

#### **PURPOSE**

The purpose of this report is for Council to give in principle approval to the Financial Statements and Performance Statement for the year ended 30 June 2020.

#### **BACKGROUND**

Council currently has Crowe as its external auditor under subcontract by the Victorian Auditor General's Office. Crowe conducted the external audit on the 2019/20 Financial Statements during the period 17 - 21 August 2020. The audited draft Financial Statements and Performance Statements for the year ended 30 June 2020 were tabled at the Pyrenees Shire Council Audit and Risk Advisory Committee meeting on Tuesday 1 September 2020. The Committee has recommended that Council sign the statements in their final form.

The audited financial statements must be submitted to the Minister within 3 months of the end of the financial year (30 September 2020). The Financial Reporting process includes presenting the statements to the Audit Advisory Committee, the Committee making a recommendation to Council, Council approving the statements "in principle" with the understanding that the Auditor General's Office may still require changes to be made. This process is required to be completed prior to 30 September 2020. Meeting this timeline ensures the audited financial statements can be included in the 2019/20 Annual Report

#### **ISSUE / DISCUSSION**

Throughout 2019/20 Council continued to work on balancing the expectations of the community with the need to ensure that the financial foundations of Council remain strong and capable to meet the challenges of the future.

Council continually seeks to find the right balance between community expectations and financial responsibility. A commitment to cost restraint and the provision of value-for-money services for the community, combined with the continual refinement of the Long-Term Financial Plan constitutes the financial framework that Council uses to address this balance. This financial framework remains imperative and continues to drive Council's financial decisions.

It is important to review these 2019/20 financial results considering the long-term financial objectives developed by Council. These are to:

- Maintain a strong cash position.
- Ensure that Council remains financially sustainable in the long-term.
- Continue to be debt free after Council's final loan repayment was made in September 2016.
- Continue to pursue grant funding for strategic capital works from the state and federal governments.
- Maintain the existing range and level of services available to communities within the Shire.
- Ensure adequate revenue to maintain a sustainable level of services for the community.
- Ensure that the renewal of critical infrastructure is funded annually over the timeframe of the Long-Term Financial Plan.

The following is a snapshot of our 2019/20 financial position:

- \$25.3 million revenue including \$10.5 million in rates and service charges, \$7.9 million in operating grants and \$4.8 million in Capital Grants.
- Capital grants recognised in 2019/20 include:
  - \$2.1 million in Roads to Recovery Funding;
  - \$1.5 million for projects completed with the aid of Fixing Country Roads Funding; and
  - \$0.4 million from the Local Roads to Market Program.

Council also recognised \$341K in grants for projects delivered with Drought Impacted Community Funding. Council has received notification that it will receive \$2 million under this program and it is anticipated that remaining projects will be completed in 2020/21.

In 2019/20 Council also recognised grants for community projects including Lexton Community Hub, Avoca Inclusive Playspace, Snake Valley Skate Park and Carngham Recreation Reserve Female Friendly Change Rooms in 2019/20.

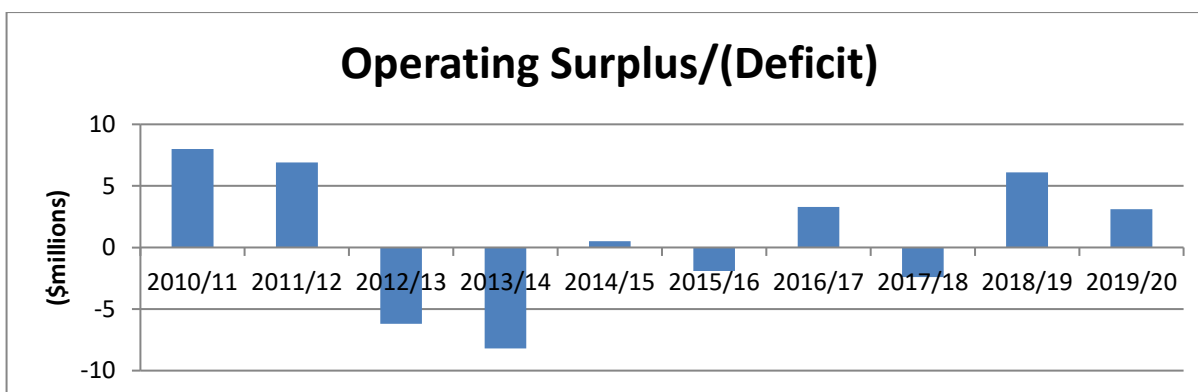
- \$9.45 million Capital Expenditure program delivered. Council claimed its full allocation under the 2019-20 Roads to Recovery Program by completion of all works by 30 June 2020.

Additional grant funding received under the Fixing Country Roads and Local Roads to Market Programs has significantly improved the Asset Renewal ratio.

- Rates and waste charges comprised \$10.5 million (42 per cent) of total revenue.
- Operating surplus of \$3.12 million.
- Cash holdings of \$14.4 million at year end. Part of this relates to grants received in advance for works programmed in 2020/21.
- Council continues to be debt free.

### Operating Result

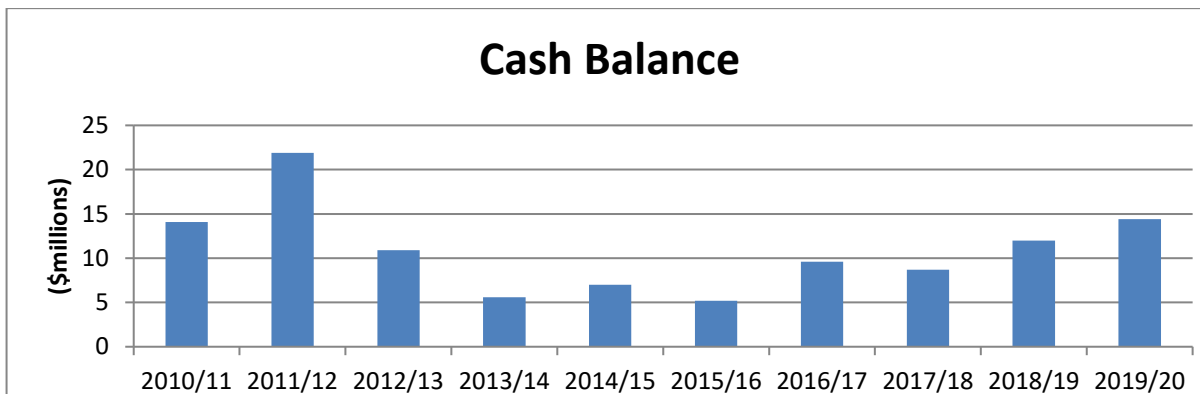
Council has an operating surplus of \$3.1 million in 2019/20 compared with a \$6.1 million surplus in 2018/19. This surplus can be attributed to Council being successful in attracting grant funding under the Roads to Recovery Program, Fixing Country Roads Programs, Local Roads to Market Programs and a range of community projects including the Lexton Community Hub, Avoca Inclusive Playspace, Snake Valley Skate Park and Carngham Recreation Reserve female friendly change rooms in 2019/20.



### Cash holdings

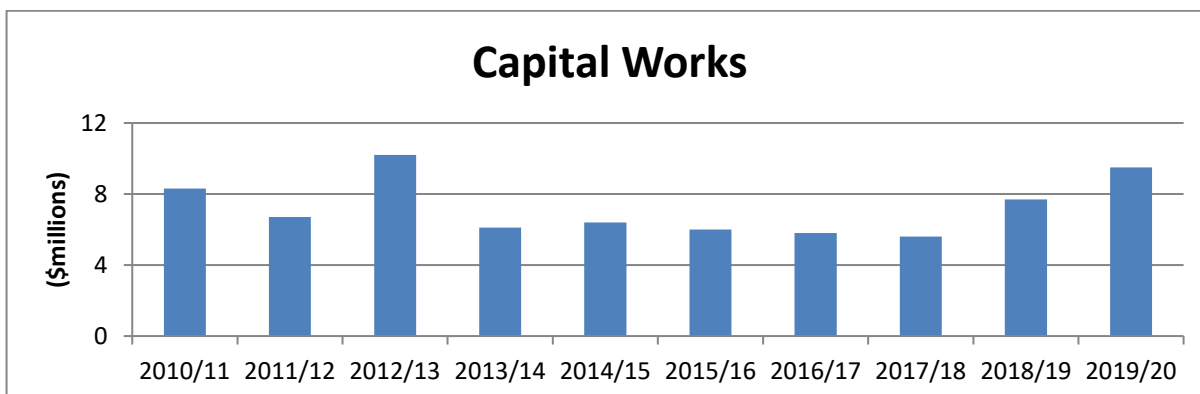
Cash holdings at the end of the financial year are \$14.4 million. This figure includes \$4.9 million required for capital works carried forward from 2019/20 which will be undertaken in 2020/21 and \$4.4 million in unspent operating grants to be carried forwards. This cash also backs the \$2.4 million employee leave liability that sits on the balance sheet. At 30 June 2020, Council was awaiting reimbursement (\$507k) for fire recovery works undertaken during 2019/20.

Council’s aim is to continue to retain moderate levels of cash. This will provide Council with the flexibility to respond to future opportunities or unexpected events. These may include the potential to strategically acquire an asset or to respond to natural disasters such as flood or fire events.



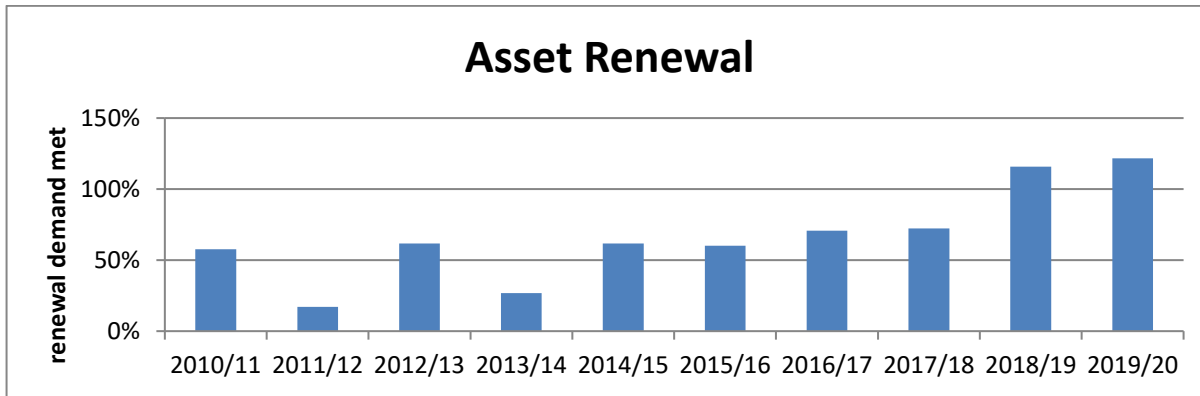
### Sustainable Capital Expenditure

Council aims to ensure that its assets are maintained in a condition that allows them to continue to deliver the services needed by the community at a standard that is acceptable to users. During 2019/20, Council spent a total of \$9.5 million on capital expenditure across the Shire, including \$7.5 million on renewing existing assets.

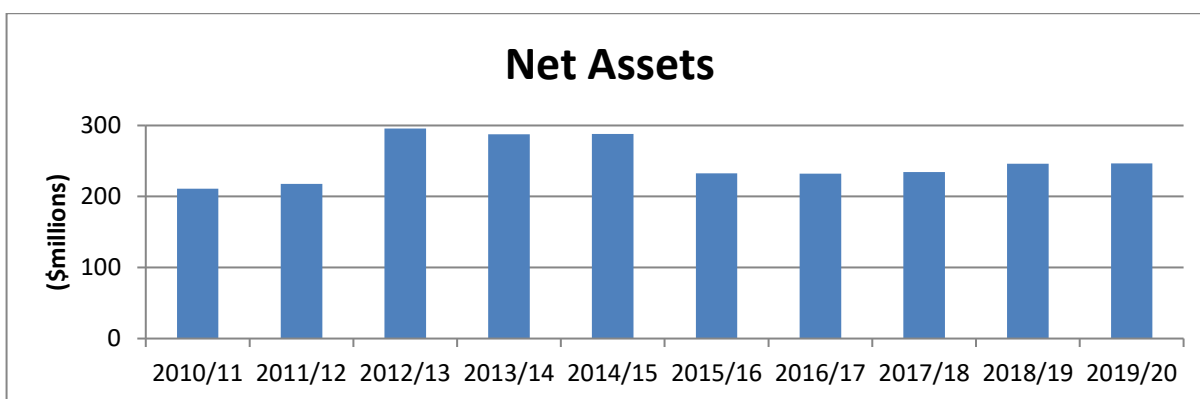


Council’s 2019/20 capital expenditure continued to address the challenge of renewing community assets. It is anticipated that in future, capital expenditure will be maintained at a realistic level with a high degree of dependence on funding from government grants.

Asset renewal is measured as capital expenditure relative to asset depreciation. Whilst, Council continues to face a significant challenge to fund the renewal of critical long-lived community infrastructure in the longer term, 2019/20 funding received under the Fixing Country Roads and Local Roads to Market Programs has significantly improved the Asset Renewal ratio. Council continues to advocate for more grants that will help improve in the renewal of assets.

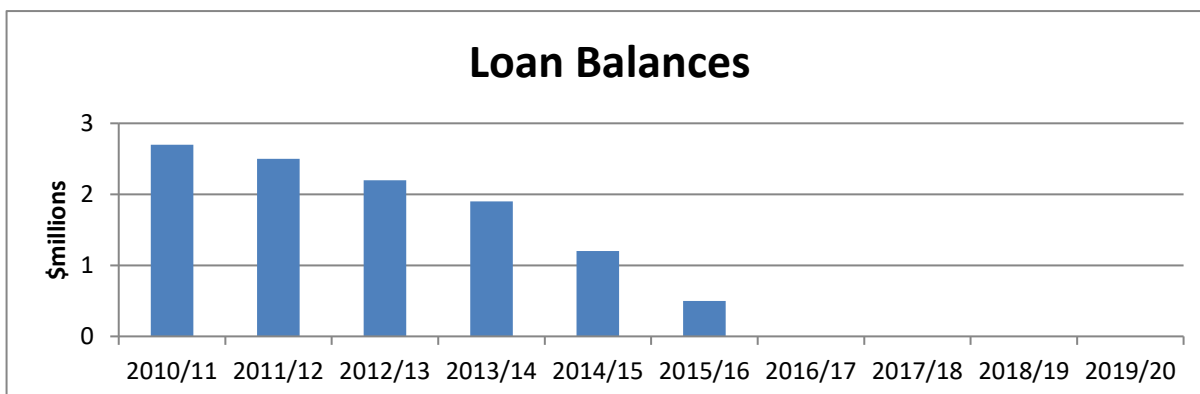


Meeting the continual renewal of Council’s vast asset base remains an ongoing challenge for all councils.

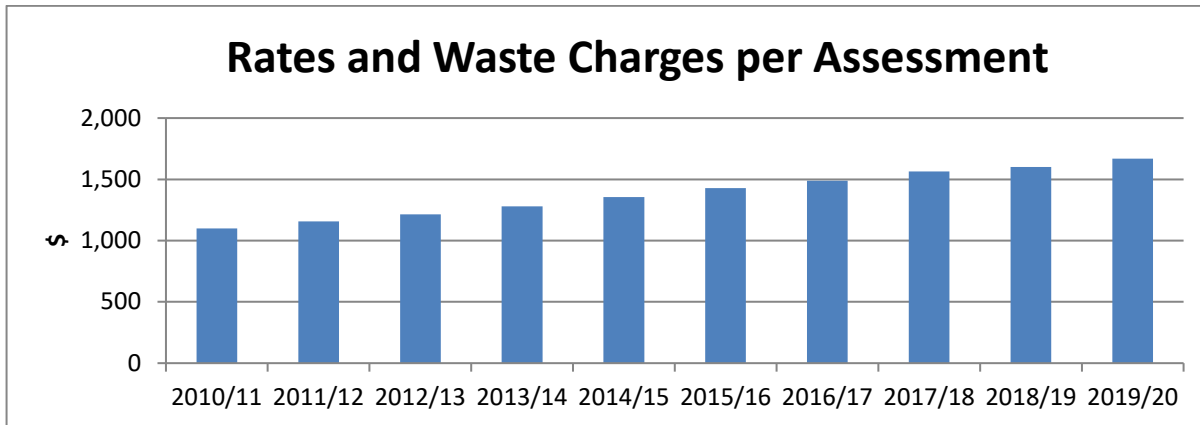


#### Financial Sustainability

Council is committed to operating without bank debt where possible and made the final loan repayment in September 2016. In 2015/16 interest on borrowings and debt redemption consumed \$0.5 million. In subsequent years, the funds formerly used to pay interest and redeem debt could be allocated to other Council priorities which strengthen Council’s financial sustainability in the medium term. Council strives to operate in a financially responsible manner while responding to community needs and striving for excellence in service delivery.



Council is mindful that the cost of rates is borne by its ratepayers. Council is working towards lowering this level of annual rate increase in order to reduce the impact on ratepayers, and the State Government’s “Fair Go Rates” rate capping system has acted to reduce the annual rate rises from 2016/17 onwards.



Council has many current and future demands on funding, highlighting the need for strong, long-term planning and the targeted allocation of resources. This is achieved through the preparation and annual review process of the Council Plan which is supported by Council’s Strategic Resource Plan. Ultimately, these documents are guided by longer-term visions and plans including the Long-Term Financial Plan, which projects Council’s financial direction for the next ten years. This enables Council to identify and analyse trends of significance and provide for sound financial planning and decision-making.

The continued revision and refinement of the Long-Term Financial Plan enables longer-term conversations with the community, and this makes possible long-term goals that assist in creating engaged and vibrant communities.

This financial snapshot for the 2019/20 financial year gives a brief overview of Council’s financial performance and the significant factors that impacted on the financial resources used to support the achievement of long-term community service and asset management objectives. A more detailed analysis of the financial performance for 2019/20 can be found in the Annual Financial Report which will be available on Council’s website and attached to Council’s physical Annual Report.

#### **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.

Pursuant to Section 98 of the Local Government Act 2020, Council is required to give “in principle” approval of the 2019/20 Financial Statements and Performance Statement.

#### **ATTACHMENTS**

13.12.1 Draft Financial Statements for the year ended 30 June 2020 (*circulated separately*)

13.12.2 Final Performance Statement for the year ended 30 June 2020 (*circulated separately*)

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

Financial implications of this report are covered within the financial statements

#### **CONCLUSION**

In accordance with Section 98 of the Local Government Act 2020, Council is required to prepare audited Financial Statements and a Performance Statement. This report provides an overview of these statements for the 2019/20 financial year.

Following a resolution, the Financial Statements and the Performance Statement will be submitted to the Auditor General for certification. Council is also required to authorise two Councillors to sign the Financial Statements and the Performance Statement on behalf of Council. It is practice for the Councillor members of the Audit & Risk Advisory Committee to sign the certified statements on behalf of Council.

**CR EASON / CR CLARK**

That Council:

1. Adopts in principle and submits the 2019/20 Financial Statements and the Performance Statements to the Auditor-General for certification; and
2. Authorises Council's members of the Audit & Risk Committee, Cr Eason and Cr Ferrari to certify the 2019/20 Financial Statements and Performance Statement in their final form, after any changes recommended or agreed to by the Auditor, have been made.

**CARRIED**

### **13.13 QUARTERLY FINANCE REPORT – 1 JULY 2019 TO 30 JUNE 2020**

**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:** 32/08/18

#### **PURPOSE**

The purpose of this report is to provide Council with an update of the operating and capital financial performance for the nine months from 1 July 2019 to 30 June 2020. The report compares the current budget against year-to-date actuals for each operating program and for all capital works in the 2019/20 financial year to-date.

#### **BACKGROUND**

Council at its special meeting of 25 June 2019 adopted the budget for the 2019/20 financial year. The budget was adopted based on projected completion of projects and capital works at 30 June 2019 and information available at that time.

Council, at the 17 September 2019 Council meeting, considered a report on the 2018/19 year-end financial position. At this meeting Council approved the carryover of certain projects that remained incomplete as at 30 June 2019. These projects have now been added to the original budget amounts to form the amended budget. It is the amended budget amounts that this report, and future reports, will be using for comparison purposes.

#### **ISSUE / DISCUSSION**

The financial reports are prepared in consultation with the senior leadership team. The attached financial report comprises of the following sections:

- Working capital report
- Income Statement
- Balance Sheet
- Summary Results by Service Unit
- Detailed operating results by Service Unit
- Capital works report
- Operating Carry Forwards Report
- Capital Carry Forwards Report

The operating results show variations against the current budget.

#### **Working capital result**

Council finished the financial year with an unadjusted working capital surplus of \$8,710k once carry forwards are factored in Council will has a working capital surplus of \$2,243k as at 30 June 2020.

From this surplus, \$800k has been reserved in case of a call from the defined benefits superannuation scheme or in the event of unexpected expenditure such as a natural disaster, leaving an available surplus of \$1,443k which Council may elect to allocate to other projects. Please note the reserve figure has been increased from \$639,000 due to uncertainty surrounding the current Covid-19 Pandemic.

#### **Income Statement**

Total income was \$4,324,000 higher than the amended budget. This variance is driven primarily by:

- Additional Unbudgeted Grant Funding Being Received 2019/20.

- The impact of the change in accounting standards
- Growth in Council's rate base
- Increased income from private works
- Early receipt of Financial Assistance Grants

Total expenditure was \$912,000 lower than amended budget. This result was largely caused by a favourable variance of \$812,000 in Depreciation Expenses.

Council's overall result was \$5,236,000 favourable to the amended budget.

Operating Carry forwards of \$3,251,000 should be taken into consideration when reviewing this result.

### **Major (Capital) projects**

In 2019/20 Council delivered 58% of its forecast capital program. This variance is driven by:

- Projects to be delivered with additional funding received in the year being carried forward.
- Projects only partially funded being carried forward until full funding is available.

Net carry forwards of \$3,217 are requested for the capital program.

### **Balance Sheet**

#### *Assets:*

- Cash and investments at 30 June 2020 total \$14.354 million which include \$2.355 million for the Long Service Leave and Annual Leave provisions.
- Trade debtors (receivables) are \$1.043 million which includes outstanding rates from prior years, current year rates and other miscellaneous debtors. Rates are invoiced in August but not generally received as lump sums.

#### *Liabilities:*

- The trade and other payables balance is \$4,924k, this includes \$2,921 in unearned income from grants received but projects not completed.
- Loan Liability at 30 June is nil
- Employee provisions are \$2.355 million

### **Cash Flow**

- Cash and investments at 30 June 2020 total \$14.534 million which include \$2.355 million for the Long Service Leave and Annual Leave provisions.

### **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.

### **ATTACHMENTS**

13.13.1 Q4 Jul-Jun 2020 Quarterly Finance Report (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

All financial implications have been dealt with in the report.



**CONCLUSION**

The finance report for the period 1 July 2019 to 30 June 2020 was developed in consultation with the Senior Leadership Team. As at 30 June 2020 Council had an available surplus of \$1,443k which it may elect to allocate to other projects.

**CR CLARK / CR VANCE**

That Council receives the Finance Report for the period 1 July 2019 to 30 June 2020

**CARRIED**

### 13.14 WORKING CAPITAL SURPLUS UTILISATION

**James Hogan – Manager Finance**

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

**File No:** 32/08/18

#### PURPOSE

The purpose of this report is for council to consider the utilisation of the Working Capital Surplus as at 30<sup>th</sup> June 2020.

#### BACKGROUND

Council through prudent financial management over a number of years has built up a Working Capital Surplus of \$2,243,000 as at 30 June 2020

A Working Capital Surplus is generated when current assets (cash, receivables & inventories) are higher than liabilities (payables, trust funds, deposits, and employee provisions).

<b>Working Capital Surplus</b>	<b>\$'000s</b>
Total current assets	16,180
Less Total liabilities	(7,470)
<i>Unadjusted Working Capital Surplus</i>	<i>\$8,710</i>
<b><u>Adjustments</u></b>	
Net Carry Forward Capital Program	(3,217)
Net Carry Forward Operations	(3,251)
<i>Adjusted Working Capital Surplus</i>	<i>2,243</i>
Retain for Emergencies	(800)
<b>Available Working Capital Surplus</b>	<b>1,443</b>

In order to ensure that Council has sufficient funds to meet its obligations when they fall due and to be able to fund unexpected events such as natural disasters it is prudent for Council to maintain a certain level of Working Capital Surplus.

Based on a working Capital Surplus of \$2,243,000 Council should retain \$800,000 for unexpected expenditure such as natural disasters. This provides the opportunity for Council to consider funding \$1,443,000 worth of projects.

#### ISSUE / DISCUSSION

In developing a list of potential projects, a review of Community Action Plans, current strategies, Long Term Financial Plan and Council's project pipeline register was conducted.

During briefing sessions Councillors and officers have developed the list of projects below and it is proposed that these should be funded from the 2019/20 working capital surplus.

1. Avoca Depot construction – funding shortfall
2. Avoca BBQ shelter – funding shortfall
3. Line marking – leading up to the stop sign at the intersection of Rileys Road and Chepstowe / Howards Lane, Snake Valley

4. Recommendations from the Frontline Service Review – reception renovations in Beaufort Council offices
5. Interactive screens to assist with provision of planning information to prospective developers
6. Lexton Community Hub – funding shortfall (Council resolved at its meeting on 11<sup>th</sup> June 2019 to “Reinforce its commitment to underwrite the project from Council funds or through borrowings should the remainder of funds not be secured.”)
7. Carngham female friendly change facilities – funding shortfall (Council resolved at its meeting on 21<sup>st</sup> July 2020 to “Allocate additional funds for the Carngham Female Friendly Facility.”)
8. Land purchase – Grain Corp, Avoca – Council resolved at its meeting on 21<sup>st</sup> July 2020 to “Take the necessary steps to purchase the land from Grain Corp as offered.”

The total cost of the above projects is \$555,000. Uncertainty remains around whether the Lexton Hub project application for additional funding under the LR&CIP grants will be successful, requiring that an additional \$684,921 must be reserved if that shortfall arises.

It is proposed that the balance of working capital surplus be considered for allocation to other projects or new initiatives, formerly unsuccessful for inclusion in the 2020/21 budget, by Council in November 2020.

#### **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.

#### **ATTACHMENTS**

Nil

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

All financial implications have been dealt with in the report.

#### **CONCLUSION**

Through prudent financial management Council has accumulated a Working Capital Surplus of \$2,243,000. The Working Capital Surplus provides the opportunity for Council to invest \$1,443,000 into priority projects. This allocation of funding will fast track projects that will take longer to implement without this injection of funds.

#### **CR CLARK / CR EASON**

That Council:

1. Resolves that the projects listed below be funded from the 2019/2020 working capital surplus, at a total cost of \$555,000.
  - Avoca Depot construction shortfall
  - Avoca BBQ shelter construction shortfall
  - Line marking – intersection of Rileys Road and Chepstowe / Howards Lane, Snake Valley
  - Frontline Service Review – Council offices reception renovation
  - Interactive screens to assist with provision of planning information to prospective developers
  - Lexton Community Hub construction shortfall

- Carngham Female Friendly Change facilities
  - Land Purchase Grain Corp, Avoca;
2. Further reserves \$684,921 from the 2019/20 working capital surplus and allocated to complete funding for the Lexton Community Hub if the LR&CIP grant application is unsuccessful; and
  3. Requests that a further listing of projects / new initiatives, formerly unsuccessful for inclusion in the 2020/21 budget, be provided to Council in November 2020, for funding consideration from the balance of the 2019/20 working capital surplus.

**CARRIED**

### 13.15 RISK MANAGEMENT REPORT

**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:** 16/24/06

#### PURPOSE

The purpose of this report is provide Council with an update of Risk Management matters and seek adoption of the 2020 Strategic Risk Register and Risk Appetite Statements.

#### BACKGROUND

Enterprise risk management is an integral part of good governance and business practice. Enterprise risk management at the Pyrenees Shire Council encompasses the following risk-related disciplines.

- Business risk management
- Occupational Health & Safety
- Business Continuity
- Fraud & Corruption Prevention

Part of risk management processes includes the management of a Strategic Risk Register, detailing risks faced by the organisation. Council has previously reviewed this register on an annual basis.

This report forms part of regular reporting on risk matters to Council.

#### ISSUE / DISCUSSION

##### Risk Appetite

At a workshop in March 2020 Council determined a range of risk categories and their tolerance to risk for each of these.

Enterprise Risk Appetite Tolerance Levels 2020							
Category	Low [Minimise risk – take all reasonable measures to minimise exposure to risk/]		Medium [Accept / manage risk within tolerance – Actively manage exposure to the risk within pre-defined limits or parameters]		High [Actively manage risk / reward trade-off – Optimise risk / reward trade-off – recognise increased return requires increased risk exposure]		
	1	2	3	4	5	6	
	Human resources – recruitment & retention						
Health, safety & wellbeing							
Cyber / Data Security							
Mother Nature / Natural disaster / weather							
Infrastructure / asset protection							
Disruptive technologies							
Financial sustainability / cashflow							
Damage to reputation							
Political risk / uncertainty							

Based on Council’s stated tolerance levels, statements of intent around each of these categories have been devised and Council’s adoption of these for use with the management of risks is requested.

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## Risk Appetite Statements 2020 (1)

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**Risk appetite for Human Resources – recruitment & retention:**

Organisational culture, performance review, ability to attract and retain top talent and right fit, workforce planning, ageing workforce – critical but costly. Navigating five age cohorts with each a different way of working as well as career and work-life balance expectations.

**Risk Appetite**

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**Risk appetite for Health, Safety & Wellbeing:**

Smaller rural councils are challenged to keep pace, to audit and update due to a lack of financial and human resources. Safer workplaces mean fewer accidents and reduced claims, leading to lower premiums and money saved enhancing financial sustainability.

**Risk Appetite**

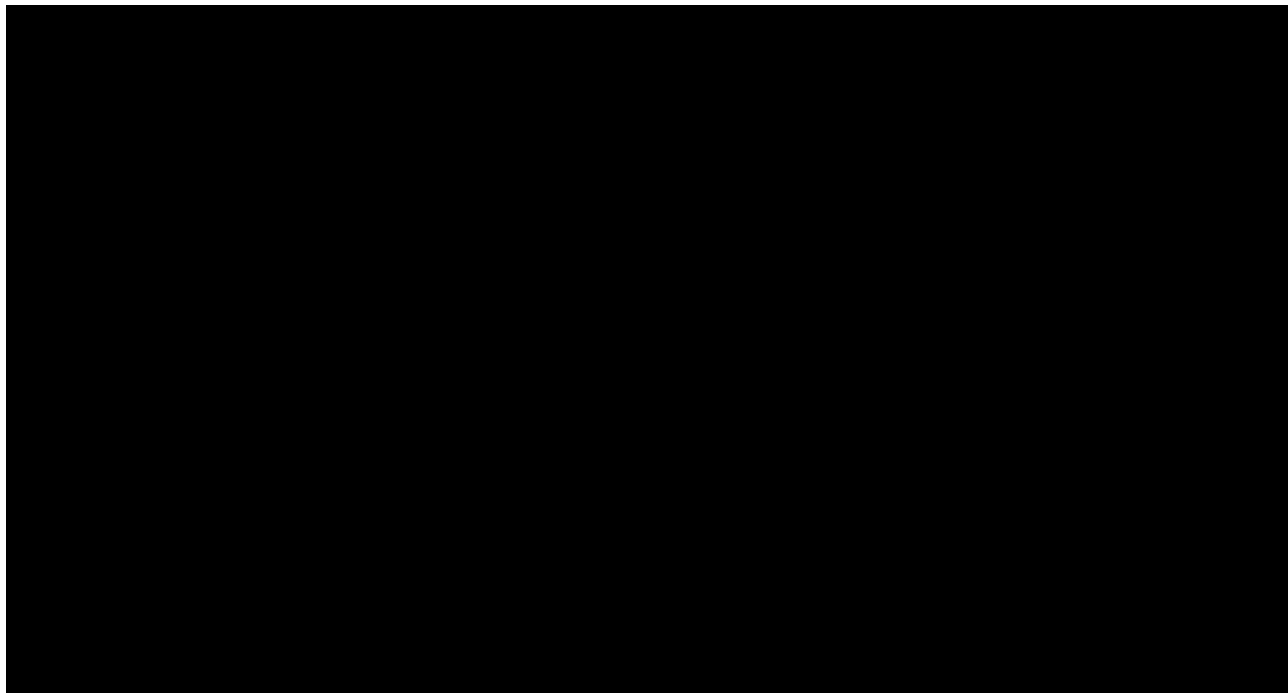
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**Risk appetite for Cyber / Data Security:**

Council databases are a trove of tempting private information. Serious breaches of private information – must prepare for remediation, stakeholder communications, possible fines and legal action for any breaches – accidental or hacking.

**Risk Appetite**

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### **Strategic Risk Register**

At a workshop in June 2020, Council reviewed its Strategic Risk Register. Following that review, the register was updated, and further changes are recommended, particularly in response to the impact that COVID-19 has had on the organisation, its staff, and our community.

The following changes have been included in the Strategic Risk Register for Council endorsement:

- New Risk input – Risk that an event causes significant disruption to business as usual: This risk relates to the impact of COVID-19 on the organisation and community and has been rated as Extreme.
- New Risk input – Risk that Federal Government will change obligations regarding home-based community care to a level unable to be fully met by Council: This risk has been rated as high and has been input following information received from the MAV of a firm government commitment to move towards a consumer directed care model.
- Risk R2017-7 – Risk against economic growth: The risk rating of this risk has been increased from moderate to high due to the impact that COVID-19 is having on the community, particularly our business community.
- Risk R2017-18 – Community Health & Wellbeing risk: The risk rating of this risk has been increased from moderate to high due to the impact that COVID-19 is having on the community and Council's workforce as part of that community.

### **Internal Audit Recommendations – Risk Management Framework**

An Internal Audit of Council's risk management framework and processes was undertaken in 2019. The scope for this review was to confirm if an adequate risk management process was in place and an update of progress against recommendations is detailed below.

It is noted that the immediate focus over the past six months has been managing the COVID-19 situation and as such the review of the main framework has been delayed from original timeframes. This review is now back on track and due for finalisation by the end of the year.

<p>Recommendation 1: Risk Management Framework to be reviewed and aligned to the current practices and standards.</p>	<p>Status:</p> <ul style="list-style-type: none"> <li>• Risk management policy reviewed and redrafted. Awaiting consultation and approval.</li> <li>• Risk management strategy in process of redrafting and converting to strategy and operational supporting procedures.</li> <li>• Risk assessment matrix reviewed and updated to match the AltusERM system matrix to create consistency.</li> </ul>
<p>Recommendation 2: Project risk management approach to be documented as part of project management framework.</p>	<p>Status:</p> <ul style="list-style-type: none"> <li>• Project risk management procedure drafted and ready for adoption by Risk Management Committee.</li> </ul>
<p>Recommendation 3: Staff with risk management responsibilities to be provided with training.</p>	<p>Status:</p> <ul style="list-style-type: none"> <li>• Outstanding, awaiting finalisation of the framework review.</li> </ul>
<p>Recommendation 4: Development of a Risk Appetite Statement reflective of current practices. Integration into the risk management framework to provide a basis for future risk assessments, decisions, and risk reporting.</p>	<p>Status:</p> <ul style="list-style-type: none"> <li>• Risk Appetite Statements are developed and tabled for Council adoption.</li> <li>• Integration into the risk management framework is underway as part of framework review.</li> </ul>

After this report was issued, Council’s internal auditor indicated to the Audit & Risk Committee that reviews of the Strategic Risk Register should be undertaken more frequently than annually and this will be undertaken in future on a quarterly basis.

### **COVID-19 response and management**

At the time of writing this report, the Pyrenees Shire has one active COVID-19 case, in the Avoca area.

COVID-19 arrived in Australia in January 2020, a State of Emergency declared in Victoria on March 15 and Council’s Critical Incident Management Team was activated shortly thereafter. A specific COVID-19 response and business continuity plan was developed and implemented and, when directed, government restrictions were implemented.

A Pandemic Planning Committee (PPC) was convened to manage the situation, with a Relief & recovery working group also convened as the event progressed.

The PPC initially met daily to respond to the rapidly changing situation reducing to weekly and now meets fortnightly as the immediacy of change relaxed. Council was fortunate that the implementation of the ICT Strategy meant that 30+ staff had immediate remote working capability and this was subsequently expanded very quickly.

Very quickly, most staff who could work from home, did so – with generally approximately only 10-12 persons remaining at work in the Council offices. Outdoor staff remained working normally with a strict non-contact arrangement between depots maintained to ensure that at least one depot remained at work if a case was detected.



Community care maintained its service levels, but some clients cancelled their support services in fear of contamination. Staff hours were maintained keeping in contact with these clients to ensure ongoing wellbeing. Council took over delivery duties for meals on wheels services as most hospital volunteers were in the vulnerable categories.

The outcome of the response was that no Council services were interrupted, except following closure directions from government. Where direct interaction with vulnerable community members was interrupted (e.g. closure of library services and aged social group activities) staff were redirected to ongoing and regular telephone contact with people who were now more isolated, to maintain communications and check on wellbeing.

All impacted staff were redirected to other duties and no staff were laid off.

Reporting to government on service and staff impacts was initially done daily and is now done twice per week. Since the start of the government food packages and support program, Council has received just one referral for support which has been managed.

A COVID-Safe Plan has been developed to prevent infection in the workplace and provide guidance in case of a positive case being diagnosed. A desktop exercise to test these processes is scheduled for September.

The PPC have conducted an initial staff debrief to capture the organisational response to COVID-19 before Stage 3 Restrictions were implemented in August 2020. A collaborative Council / Business task force has been convened to provide support to local businesses in maintaining wellbeing and sustainability and a work plan has been developed by this team.

The PPC continues to meet on a fortnightly basis to address any emerging issues presented by the pandemic.

#### **Emergency response in a COVID-19 environment**

Council's Relief & Recovery teams have been evaluating the capacity to open and manage relief or recovery centres under the COVID-19 restrictions that are likely to remain in place through the forthcoming fire season, or in the event of another significant event, e.g. a flood.

With the need for social distancing, the capacity of many facilities available within the Shire for relief or recovery centres would be limited and likely to be insufficient to meet community needs. This has been escalated to regional level to consider the need for a regional response if an incident occurs, using Council's normal facilities as overflow only. A desktop exercise will be conducted in the coming months to assess Council's capacity in managing a relief centre should a large-scale event take place within the Pyrenees Shire.

#### **Staff mental health**

The Mental health Working Group met in May and conducted a survey to gauge the current state of staff mental health. Various initiatives were implemented following the survey, including Friday quizzes, weekly video messaging from the executive leadership team and Lehmo the comedian was engaged to provide an online performance for R U OK day.

#### **Business continuity management**

The Business Continuity Plan drafting was completed but the development of sub-plans for critical areas has yet to be finalised. A COVID-19 BCP was developed and implemented, and revised as changes occurred, to reflect restrictions imposed on working arrangements.

An application was submitted to the Working for Victoria Fund for an officer to progress business continuing planning and outcomes of this application is awaited.

### **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**

13.15.1 Strategic Risk Register 2020 (*circulated separately*)

13.15.2 Risk Appetite tolerances and statements 2020 (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

Risk implications are discussed within the body of this report.

### **CONCLUSION**

This report provides outcomes from workshops held with Councillors to develop risk categories, tolerances, and appetites, plus the annual review of Council's strategic risk register for 2020. A key impact on enterprise risk in 2020 is the COVID-19 pandemic and its elevation of some risks already within the register which were previously thought to be adequately managed.

Council is now requested to adopt outcomes from this activity in the form of the revised strategic risk register and risk appetite statements.

### **CR VANCE / CR FERRARI**

That Council:

1. Notes the information contained within this report;
2. Adopts the revised 2020 Strategic Risk Register; and
3. Adopts the risk categories, risk tolerance levels and risk appetite statements as detailed in this document and attachment for use with risk management in the organisation.

**CARRIED**

### **13.16 COMMUNITY GRANTS 2020/2021**

**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:** 32/14/35

#### **PURPOSE**

The purpose of this report is to seek Council consideration of the allocation of Round 1 of the 2019/20 Community Grants Program.

#### **BACKGROUND**

##### **Community Grants Policy and good governance**

As a public institution, it is imperative that Council responsibly manages public assets, exercises financial responsibility, good governance, and complies with all legislative requirements. In the administration of community grants, this must be undertaken in a way that is responsible, consistent, transparent and equitable across the end-to-end grant lifecycle.

Effective governance of community grants processes starts with a strong Community Grants Policy, supported by a framework of robust procedures and documentation, that not only ensure effective management of grants but clearly demonstrate the assessment and awarding of funding is transparent and capable of withstanding public scrutiny.

##### **Community Grants Program**

Council provides funding through 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 capital works projects

#### **ISSUE / DISCUSSION**

##### **Round 1 of the 2019/20 Community Grants Program**

Council has allocated \$95,000 in the 2020/21 Budget to fund the community grants program. In previous years this has been split between Community Grants and Community Capital Grants at an approximate ratio of 44% and 56% respectively.

The past few rounds of community funding has seen a much greater level of applications for Community Capital Grants with unallocated funding transferred from the Community Grants to supplement the Community Capital Grants for the past two years.

It is suggested, therefore, that the split of funds for each part of the Community Grants Program be changed to allocate a greater ratio to the Community Capital Grants portion:

- Community Grants – 2020/21 allocation of 35% - \$33,250
- Community Capital Grants – 2020/21 allocation of 65% - \$61,750

The Community Grants Program is conducted twice per year – In September/October and March/April of each financial year, with funds distributed to successful applicants prior to the end of December and July of each year.

It is anticipated that Round 1 of the Community Grants Program will open in September 2020.

The program will be open to receive applications for a period of one month and a report will be provided to Council once assessment has been completed, seeking consideration and endorsement of eligible funding recommendations.

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

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

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

### **ATTACHMENTS**

Nil

### **FINANCIAL / RISK IMPLICATIONS**

The 2020/21 Budget provides for \$95,000 to be allocated to eligible and approved Community Grants in two rounds, across two streams, conducted during the financial year. Reputation risk arises if this program is perceived as being administered in an unfair or inequitable manner.

### **CONCLUSION**

Council allocated \$95,000 in its 2020/21 Budget to fund the Community Grants Program. It is proposed to allocate a 35%/65% split between programs, with \$35,250 be allocated to Community Grants and \$61,750 allocated to Community Capital Grants. Round 1 will open in September 2020.

### **CR EASON / CR CLARK**

That Council approves the share-out of the \$95,000 2020/21 budget allocation to the Community Grants Program as:

- a) Community Grants - \$33,250
- b) Community Capital Grants - \$61,750

**CARRIED**

### **13.17 VISION SUPER'S VESTED BENEFITS INDEX (VBI) FOR DEFINED BENEFITS**

**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:** 48/08/06

#### **PURPOSE**

The purpose of this report is to update Council on the current status of the Local Authorities Superannuation Fund Defined Benefits Plan.

#### **BACKGROUND**

The Local Authorities Superannuation Fund (LASF) was established by an Act of Parliament in 1947 to provide superannuation to Victorian local government and the water industry. The defined benefit scheme was set up by the Victorian Government in 1982 and was compulsory for all councils until it was closed to new members in 1993.

Defined benefit schemes provide a prescribed benefit based on how long an employee has been a scheme member and their salary at retirement. Employers, rather than employees, must shoulder investment risks.

Accumulation schemes, which are the norm today, reverse this model and when investment market returns are down, the total accumulated funds in an employee's account will also decline. Since 1 January 1994 new local government employees have only been able to join a standard accumulation plan.

Although the scheme was closed in 1993, Victorian councils must continue to make payments in respect to staff who were members of the scheme at the time of closing. The LASF Defined Benefit Plan became a 'regulated fund' under Commonwealth legislation on 1 July 1998, which required it to be fully funded. Prior to this date it was exempt from being fully funded. Other public sector (state and federal government) defined benefit super schemes continue to be exempt up to now.

In accordance with Commonwealth Regulations, Vision Super must complete an actuarial review at least every three years to ensure that assets are adequate to meet the benefits previously promised to members, now and into the future. If a shortfall arises that cannot be addressed through an investment plan, then employers may be required to make top-up contributions.

#### **ISSUE / DISCUSSION**

As the superannuation fund regulator, APRA monitors the financial condition of all Defined Benefit (DB) arrangements and has set a number of requirements that DB trustees must adhere to, including appointing a Fund Actuary to undertake, and report on, regular actuarial investigations into the financial position of the DB plan.

APRA issued a prudential standard (Prudential Standard SPS 160 – Defined Benefit Matters (SPS 160)) which sets out the funding requirements for a DB plan. Under this standard:

- The vested benefits index (VBI) is the measure to determine whether there is an unfunded liability, and
- Any unfunded liability that arises must be rectified within three years.

DB plans are generally required to be in a 'satisfactory financial position'. For these purposes, the value of the DB plan assets must be sufficient to cover the vested benefit liability of the DB plan.

The vested benefit liability of a DB plan is equal to the value of the total benefits that would be payable by the DB plan if all members voluntarily terminated their service with their employer at that time. Any lifetime pension benefits in a DB plan are included in the vested benefit calculations.

The VBI is used to determine if a DB plan is in a satisfactory or unsatisfactory financial position. The VBI is calculated as:  $VBI = (\text{Market value of assets} / \text{Total of vested benefits})$ . A VBI of 100% or greater means that the value of the assets supporting the DB plan are more than sufficient to cover the vested benefit liabilities of the plan at that date and, as such, is in a satisfactory financial position.

A VBI less than 100% means that the value of the assets supporting the DB plan are not sufficient to cover the vested benefit liabilities of the plan at a particular date and, as such, is in an unsatisfactory financial position. The VBI shortfall limit, at which point a call for funds may be made upon employers, is set at 97%.

The 30 June 2020 triennial actuarial investigation is currently underway, and review of the financial and demographic assumptions used in the investigation has been completed. As a result, the 30 June 2020 VBI results have been finalised in the final line of the table below.

The 30 June 2020 VBI has improved compared to that on 31 March 2020. The VBI of 104.6% as of 30 June 2020 satisfies APRA's Superannuation prudential Standard 160 (SPS 160).

A table showing the changes in VBI over five years is detailed below:

Year	Q1 Sept (est)	Q2 Dec (est)	Q3 Mar (est)	Q4 June (actual)
2015/16	104.0%	104.4%	102.4%	102.0%
2016/17	103.7%	105.4%	106.6%	103.1%
2017/18	103.8%	106.4%	106.2%	106.0%
2018/19	106.9%	101.9%	105.4%	107.1%
2019/20	107.3%	107.7%	102.1%	104.6%

Although the table shows a consistent VBI of above 100% over the five years, it should be noted that in 2012/13 the VBI did go below the threshold of 97%. At this stage, no action is required.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

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

## **ATTACHMENTS**

Nil

## **FINANCIAL / RISK IMPLICATIONS**

The monitoring of the Vested Benefit Index provides Council with guidance on the performance of the Defined Benefits Fund. In the event the VBI falls below the shortfall threshold, the Fund is required under the superannuation prudential standards (SPS 160) to formulate a restoration plan to restore the VBI to 100% within three years, which may require additional funds to be sought from individual councils.

## **CONCLUSION**

The 30 June 2020 triennial actuarial investigation is currently underway, and review of the financial and demographic assumptions used in the investigation has been completed. The 30 June 2020 VBI has

improved compared to that on 31 March 2020. The VBI of 104.6% as of 30 June 2020 satisfies APRA's Superannuation prudential Standard 160 (SPS 160). At this stage, no action is required.

**CR FERRARI / CR CLARK**

That Council:

1. Receives the Local Authorities Superannuation Fund update report and requests that any significant movements be reported to Council.
2. Retains part of the working capital surplus on 30 June 2020 to fund a shortfall in the event of a call.

**CARRIED**

## CHIEF EXECUTIVE OFFICER

### 13.18 RURAL COUNCILS TRANSFORMATION PROJECT (RCTP) AND SHARED SERVICES UPDATE

**Jim Nolan – Chief Executive Officer**

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

**File No:** 16/20/35

#### PURPOSE

The purpose of this report is to inform council about a decision made to end the Rural Council Transformation Program – Central Highlands Shared Services Project, and commit to continue to work towards shared services with the Central Highlands group and other councils where appropriate.

#### BACKGROUND

At the Ordinary Council Meeting on 16 April 2019, Council considered a report on the Rural Councils Transformation Program (RCTP) and resolved to approve the submission of an application and business case, and the implementation of a shared services project with several Central Highlands Councils with the City of Ballarat as the sponsor of the project.

On 2 July 2019, the Minister for Local Government Adem Somyurek announced the successful recipients under the \$20 million Rural Councils Transformation Program (RCTP).

The application from the Central Highlands Councils of Ballarat, Ararat, Central Goldfields, Golden Plains, Hepburn and Pyrenees, was successful. The \$4.5 million project was to deliver a regionally-shared IT platform to support finance, payroll, records, safety, fleet management, building, environmental health, planning, waste and community services. The regional project sought to deliver more than \$11 million in productivity benefits and reduced costs over five years.

The purpose of the program was to improve the financial sustainability of rural councils and allow councils to reallocate any funds saved to other projects and service areas.

A report on the successful funding was included in the agenda of the Ordinary Council Meeting in July 2019.

The City of Ballarat entered into a funding agreement with Local Government Victoria on behalf of the participating councils, and the funding was made available for commencement of the project.

The next milestone for the project involved a comprehensive review of the business case which was submitted for endorsement in mid 2020.

The review process identified several significant issues and in particular the complexity and cost of implementation, and the previously overestimated benefits contained in the original Business Case. The range of services were reduced significantly, and the project scoped down. The funding agency however allowed only limited flexibility in the amended Business Case.

#### ISSUE / DISCUSSION

Following dialogue between the City of Ballarat and Local Government Victoria (funding agency), and after consideration by the Project Control Group the following statement was issued in August 2020 advising of the end of the project.

*“As the lead Council for the Rural Council Transformation Program City of Ballarat has advised the Victorian Government via Local Government Victoria (Monday 17 August 2020) that the program is no longer viable and should be discontinued.*”



*While all remaining funds will be returned, there is strong desire to see the balance of the \$4.5 million program funding reinvested in other projects that will bring regional benefits to the Central Highlands region. This request will be made to the Victorian Government.*

*Why? The original business case failed to provide accurate costs for the deployment of shared services across the region. As a consequence, the RCTP co-investment of funds is inadequate to support the successful delivery of the program. (This is not a failure on the part of RCTP.)*

*In addition, the stated financial benefits of the program were significantly overestimated. The scope of the project was cut back in an effort to ensure it could be delivered - this was not enough to make delivery financially viable.*

*The cost of continuing with the program would fall predominantly on City of Ballarat; the economic impacts of the pandemic means City of Ballarat does not have the financial capacity to absorb unbudgeted costs related to this program.*

*The impacts of COVID-19 on local government services and resources have resulted in a shift in the immediate, mid, and long-term priorities for many rural and regional councils.*

*The decision is disappointing for all member Councils which have put considerable time into the project to date – all are to be thanked for their commitment.*

*The program endeavoured to drive efficiencies and build capacity through regional co-operation and there is a shared determination amongst Councils in the region to continue to work together to this end.*

*Initial benefit from RCTP: all councils have agreed to move to an Office 365 environment which will increase further sharing opportunities and is evidence of an ongoing desire to work together to deliver improved outcomes for ratepayers and residents.”*

While it is disappointing that the original aspirations of the project were not able to be realised, the decision to cease the project for the reasons outlined is an appropriate one. Having done that, the Central Highlands group of Councils continues to remain committed to shared services and is currently working on a range of projects including in waste management, records and information management, governance and various system developments where smaller groups of councils seek to increase the efficiency and effectiveness of service delivery through sharing information and developing common practices and processes.

#### **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**

Nil

## **CONCLUSION**

This report seeks to provide background to the RCTP – Central Highlands Shared Services Project and the decision made to end the project.

The Central Highlands councils continue to remain committed to ongoing shared services to increase the efficiency and effectiveness of service delivery through sharing information and developing common practices and processes.

## **CR VANCE / CR EASON**

That Council:

1. Acknowledges the decision to end the Rural Councils Transformation Program – Central Highlands Shared Services Project; and
2. Continues to work with the Central Highlands group of councils and other councils where appropriate to progress shared services.

**CARRIED**

### 13.19 CLIMATE CHANGE PLEDGE

**Jim Nolan – Chief Executive Officer**

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

**File No:** 30/24/02

#### PURPOSE

The purpose of this report is for Council to consider a request from the Victorian Government make a pledge towards reducing greenhouse gas emissions.

#### BACKGROUND

On 20 August 2020, Council received correspondence from the Minister for Energy, Environment and Climate Change, requesting that Council consider submitting a pledge to acknowledge actions to reduce greenhouse gas emissions.

#### ISSUE / DISCUSSION

The Victorian Government's Climate Change Act 2017 sets a pathway for Victoria by legislating a target of net zero emissions by 2050 and provides a signal to all sectors of the Victorian economy for sustained and significant actions to reduce emissions. The Act also contains provisions for Councils to submit a voluntary Council Pledge to recognise the substantial efforts of local government towards this shared objective.

The Pledge would align with the United Nation's Sustainability Development Goal 13 – Climate Action which sets out actions to combat climate change and its impacts. The Goal aims to 1: strengthen resilience and adaptive capacity to climate-related hazards and natural disasters in all countries; 2: integrate climate change measures into national policies, strategies and planning and 3: improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning.

It would be appropriate for any pledge that Council may wish to consider, to be done in conjunction with the development of a community vision and the Council Plan 2021-25.

A pledge (as previously sought by the Victorian government) is expected to reduce emissions caused or otherwise influenced by Council and where possible, include reasonable estimates of resulting emissions reductions that are expected from those actions. However, the Government is proposing a more flexible approach in that Councils may submit a pledge that can include actions without identified emissions or a collective pledge that reflects actions being taken by multiple councils working in partnership.

The current Council Plan commits Council to *“provide leadership by encouraging sustainability initiatives in partnership with others which reduce Council's environmental footprint, or which enable businesses and the community to increase resilience and adapt to a low carbon economy.”*

Council has delivered on this initiative through a range of actions. Participation with the Central Victorian Greenhouse Alliance has led to positive action as outlined in the most recent CVGA update contained below. While Pyrenees is not actively involved in all projects, there are a regional collective approach and several projects are long term in their implementation.:

CVGA is currently delivering the following projects):

- 5.1.1 Local Government Power Purchase Agreement (PPA):** *The local government power purchase agreement (PPA) for Victorian councils, led by Darebin City Council, has collected participation deeds from 47 councils throughout Victoria, committing almost 250GWh per year to invest in renewable energy. This includes 12 of the 13 CVGA councils. A tender for the PPA will be released to market shortly.*

- 5.1.2 Charging the Regions 2:** CVGA has received funding from DELWP for \$664,000 to fully fund a roll out of electric vehicle charging network for councils in the Mallee and part of the Loddon Campaspe regions, including installation costs. The following councils are included in the DELWP funding: Mildura, Swan Hill, Campaspe, Loddon, Central Goldfields, and Gannawarra. An additional 3 councils are likely to also participate in the tender; Mount Alexander, Buloke and Greater Shepparton. The CVGA will lead the tender for the chargers with a project control group representing each council and DELWP. Tender will be released mid September for installations commencing late October.
- 5.1.3 Road Lighting Upgrades:** The CVGA has been working with its councils to facilitate a regional project for streetlighting upgrades. Working with councils, Ironbark Sustainability and Powercor, a tender has commenced for lighting upgrades for 10 councils; Ballarat (residential), Mildura, Buloke, Gannawarra, Pyrenees, Bendigo, Mount Alexander, Swan Hill, Hepburn and Southern Grampians. The total lights upgraded this financial year will be approximately 10,000 with more lights being changed the following year and other councils potentially to join next FY.
- 5.1.4 MASH Program:** The MASH Program has recently installed two solar and battery systems to demonstrate energy resilience in the face of emergency events. One system has been installed at the Malmsbury CFA and the other at the Hepburn Recreation Reserve. Both systems are designed to enable backup power supply from the battery to enable critical functions to continue in the event of a power outage. Despite COVID-19 impacts, the program is going well and seeing an overall increase in demand, particularly in batteries.
- 5.1.5 Cool It Stage 2:** Smaller rural shires are commencing street tree plantings through funding directly from a DELWP grant awarded through CVGA. Work continues to develop a climate resilient street tree database for the CVGA region.
- 5.1.6 Zero Net Emissions Town projects:** The CVGA is working closely with Hepburn Shire and Mount Alexander Shire in developing community transition plans to zero net emissions. The Hepburn ZNET project was recently featured in ABCs new TV show “Fight for Planet A”. CVGA is partnering in an ARC Linkage Grant led by the UNSW to use the two projects as case studies for developing a social justice framework for community climate change projects.

### Advocacy

The CVGA has been working with the other greenhouse alliances to address a number of key advocacy issues:

#### **Submissions**

- **Technology Roadmap Discussion Paper:** The CVGA developed a submission on behalf of the alliances to the Federal Governments Technology Roadmap Discussion Paper. The full submission is available [here](#).
- **Energy efficiency for low income housing:** The CVGA has partnered with a range of organisations [to advocate to the National Covid Commission](#) for a national stimulus package for energy efficiency retrofits for low income housing including rental, owner occupier, social housing and apartments. In addition the CVGA has been doing a range of media to help elevate the issue [such as this article](#) that ran across 115 newspapers around the country in June.
- **Transmission Grid Upgrades:** The latest national energy system plan (the ISP) has been released and after some advocacy from CVGA and others the plan for grid upgrades in the north of our region has been brought forward by 1-2 years. However, this is still the latter half of the 2020s. The CVGA is working with the Murray Group of Councils to advocate for these upgrades to be accelerated as part

*of COVID stimulus. We are also aware of the community issues arising in the southern part of our region and are working with the councils there to understand those issues and help it shape our advocacy.*

### **Knowledge sharing**

*The CVGA undertakes a number of knowledge sharing activities throughout the year to share best practice across councils working on climate change. To keep up to date with what's going on at CVGA, please sign up, on our [website](#), to our bi-monthly newsletter.*

Council also collaborates with the Grampians New Energy Taskforce, **GNET**. GNet has been formed to represent, lead and advocate for the development of a zero-carbon economy in the Grampians region. More recently GNet has led the preparation of a renewable energy roadmap, "**Roadmap to Zero (R2Z)**". R2Z is based on global climate action which aims to keep warming below two degrees Celsius. To do this we need to reduce greenhouse gas emissions to net zero\* by 2050. The roadmap sets a path to achieve this.

Other relevant initiatives of Council, some of which have been reported previously include:

- Future Landscapes Project – a regional research project to identify the impacts of different climate change scenarios on selected agriculture commodities and biodiversity in our region and to provide recommended actions for future adaptation.
- Straw Pallet Project and the pilot involving the Skipton Hospital Straw Heating Project scheduled for completion December 2021. This project seeks to capture straw as a byproduct of agricultural cropping for energy consumption instead of being the subject of stubble burning, thereby reducing greenhouse gas emissions.
- Local Government Energy Saver Program – seeks to implement energy efficient and renewable energy upgrades on Council buildings.
- Advocating for funding for the East Grampians Rural Pipeline – to provide sustainable practices in agriculture – Council advocated for funding which has been secured and the project has commenced.
- Solar Savers Program in partnership with the CVGA.
- Take2 Climate Change Program in partnership with Sustainability Victoria.
- Council officer Ed Riley participates in the Regional Climate Adaptation project which is focused on impacts of climate change with a view to creating a five-year strategy to address these.

### **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.

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

### **ATTACHMENTS**

13.19.1 Guidance note on making the Pledge (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

Nil

## **CONCLUSION**

The Victorian government has requested that councils consider making a Climate Change Pledge. This report sets out some of the activity that Council has been actively involved in to achieve its Council Plan objective encouraging sustainability initiatives in partnership with others which reduce Council's environmental footprint. This action is progress towards achieving the state's goal of zero net emissions by 2050.

It is suggested that the decision to make a pledge requested however be referred to the new Council once elected to be considered in conjunction with the development of a community vision and the Council Plan 2021-25

## **CR CLARK / CR EASON**

That Council refers the matter of a Climate Change Pledge to the new Council once elected to consider in conjunction with the development of the new Council Plan.

**CARRIED**

## **13.20 CORPORATE IMAGE**

**Kate Deppeler – Communications Officer**

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

**File No:** 16/20/10

### **PURPOSE**

The purpose of this report is to provide Council with an updated guideline on the design and use of the Pyrenees Shire Council brand.

### **BACKGROUND**

Council has been working towards providing a consistent and modern brand across the organisation in its documents, logo reproduction and image. The logo was built at the conception of the organisation and guidelines on its use were not consistent across the organisation. Council embarked in 2019 on building a consistent brand, and this involved a modernisation of the logo.

The updated logo retains the integrity of the original, utilising the ram symbol but has been modified to a landscape version and the word Council added.

The building of Council's brand has involved the use of photography which showcases the natural, built and agricultural aspects of the area.

### **ISSUE / DISCUSSION**

This report has been produced to presenting a Brand Book for Council adoption. This Brand Book has been developed in consultation with Council's graphic designer 61 Design.

The Brand Book notes:

*These guidelines are in place to ensure anyone using the Pyrenees Shire brand maintains a high level of consistency and care when creating its visual identity and communicating its tone of voice.*

*This book has been designed to help the user to understand the brand elements: colour, form, content and capabilities, and why it is so important that it remains consistent in every application.*

The importance of brand is noted in the book:

*Brand is the representation of our organisation. It is the corporate image and identity, so it is essential we maintain cohesion with our messaging and imagery, which will allow us to build recognition in our products and services.*

*Solid branding reinforces our identity, encourages positive sentiments, and is essential to ensuring proper representation of our business.*

*When our branding is executed consistently across all platforms, our customers will feel good about the products and services we provide. They will trust.*

*If executed poorly, we compromise our brand, sending messages of inefficiency and ineffectiveness. We diminish the trust.*

*A brand that is consistent and clear puts the customer at ease because they know exactly what to expect each and every time they experience the brand.*

*Council now has a clear guideline for the production of documents, stationery and other associated publications.*

### **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.

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

### **ATTACHMENTS**

13.20.1 Brand Book (*circulated separately*)

### **FINANCIAL / RISK IMPLICATIONS**

There are no financial implications in the adoption of this Brand Book. As mentioned in the book, there is reputational damage implications for not adopting.

### **CONCLUSION**

The consistency of our image and use of our brand is vital to ensuring we have the trust of our community to provide excellent services.

### **CR VANCE / CR CLARK**

That Council adopts the Brand Book for ongoing use at Pyrenees Shire Council.
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**CARRIED**



## 14. COUNCILLOR REPORTS AND GENERAL BUSINESS

### Cr Vance

- Some constituent complaints have been raised which are being addressed by Council staff.
- Joined a Timber Towns Vic meeting held last week.
- A Rural Councils Victoria meeting was also held.
- Received a call from a concerned land owner about the proposed route of the new powerlines running from Bulgana to Waubra. Concerns have been relayed to the CEO.
- Wishing all who stand for Council in the upcoming elections, all the very best.
- Sincere thanks to fellow Councillors for being able to work with them over the last four years. They are a non-political, dedicated group of Councillors who work through issues respectfully.
- Thanks to Council staff for their dedicated service and support.

### Cr Clark

- Had constituent matters which are being addressed.
- Community members in the Ercildoune Ward are very happy with the proposed lifting of restrictions on Thursday. It is great to see business start to get back to normal.
- Wish all candidates who are standing for Council, all the best. Getting a good Council for Pyrenees is very important.
- To fellow Councillors, thanks for the last four years. We work very well together and treat each other's wards like our own which is a key testament to our behaviour and how decisions are made.
- Thanks also to the CEO and staff for the work they do. There is a really great mix of people working for Council.

### Cr Ferrari

- Joined Briefing Sessions and Council meetings.
- Becoming adept to virtual meetings though prefer face to face discussions. Looking forward to meeting with people again face to face.
- Thanks to Councillors and staff for their support over the last two years.

### Cr Eason

- Thanks to Councillors, Council staff and community who make the Pyrenees municipality what we want it to be. Working with other Councillors has been a career highlight. The Councillors have worked well as a team and teamwork is what gives us the pride in Pyrenees municipality. Good luck to the candidates.
- Joined a Rail Freight Alliance meeting. Pleasing that Government and Ministers are still looking at railway as a part of making Victoria a better place.
- Joined the Audit & Risk Committee meeting. Able to hear about Council business which didn't understand that well before. The aim if the Committee is to check to see if processes are being done properly and if not, corrected.

### Cr Kehoe

- Have continued with meetings with MPs such as Dan Tehan, Anne Webster and Andy Meddick.
- Joined Municipal Association Victoria meeting and also Central Highlands Councils Victoria meetings.
- Attended the Municipal Emergency Management Planning Committee (MEMPC) meeting which consisted of COVID elements. The MEMPC ensures we are ready to respond to an emergency.

- RUOK Day was held last week which was recognised by Council staff and community members. Fatigue is starting to set in as a result of COVID and its essential we continue to look after our mental health and each other. Reach out to others.
- The Snake Valley Skate Park is rapidly taking shape and everyone in the local community is looking forward to it opening.
- There is a new BBQ shelter at the Hall and again the community is looking forward to using it.
- This is the last meeting as the current Council team. It has been an honour to serve with fellow Councillors and Council staff to be able to operate as a Council. As Councillors we are here to support the community.
- Thanks to the community for all their hard work and dedication to get through COVID. Extremely proud of the resilient community we have become.

## 15. CONFIDENTIAL ITEMS

### 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 and personal matters.

### CR CLARK / CR FERRARI

That the meeting be closed to members of the public under Section 89(2) of the Local Government Act 1989, in order to discuss contractual and personal matters considered in the reports on:-

- 15.1 Avoca Play Space Contract
- 15.2 Lexton Hub Contract
- 15.3 Purchase of One Tandem Drive Grader
- 15.4 Outstanding Rates and Charges
- 15.5 Services associated with the sale of land in Correa Park

**CARRIED**

**The live streaming of the meeting stopped at 8.13pm to consider confidential items**

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

### CR EASON / CR FERRARI

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

**CARRIED**

**The livestream recommenced at 8.41pm and the Mayor chose to report on the matters discussed in Closed Council which are noted below:**

Item 15.1 – The Avoca Inclusive Playspace contract was awarded to SHAE Enterprises Pty Ltd

Item 15.2 – The Lexton Hub contract has been awarded to SJ Weir of Ballarat

Item 15.3 – The purchase of the replacement grader will be from William Adams

Item 15.4 – Matter in relation to rates and hardship

Item 15.5 – Council resolved that Ballarat Real Estate will provide real estate services for Correa Park and also Russell Kennedy and BJT Legal will provide conveyancing services for the sale of land at Correa Park.

## 17. CLOSE OF MEETING

Meeting closed at 8.43pm

Minutes of the meeting confirmed \_\_\_\_\_

2020

Mayor