



Pyrenees
Shire Council

Minutes

Ordinary Meeting of Council

6:00pm Tuesday 16 March 2021
Beaufort Council Chambers

This meeting will be conducted with only Councillors and staff present in person.
Members of the public may view the meeting virtually via the live stream.

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1. WELCOME MEMBERS OF PUBLIC

Mayor Cr Damian Ferrari welcomed all to the meeting.

PRESENT

Mayor: Cr Damian Ferrari

Councillors: Ron Eason, David Clark, Robert Vance

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 (minutes)

Business Administration Trainee: Jade Alexander

Communications Officer: Kate Deppeler

Communications Officer: Ross Taylor

2. STREAMING PREAMBLE

Mayor Cr Damian Ferrari 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, Eastern Maar and Wotjobaluk tribes, whose land forms the Pyrenees Shire. We pay our respect to the customs, traditions and stewardship of the land by the elders and people of these tribes on whose land we meet today.

5. APOLOGIES

Cr Tanya Kehoe

6. NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS

Nil

7. CONFIRMATION OF PREVIOUS MINUTES

CR CLARK / CR EASON

That the Minutes of the:

- Ordinary Meeting of Council held on 16 February 2021; and
- Closed Meeting of Council held 16 February 2021,

as previously circulated to Councillors, be confirmed with the amendment that Cr Tanya Kehoe was present at the 16 February 2021 Council meeting.

CARRIED



8. BUSINESS ARISING

CR CLARK / CR EASON

That Council give notice that at its April 2021 meeting, it will resolve to rescind the resolution for Item 13.11, February 2021 Council Meeting.

The purpose of this rescission is to substitute footpath upgrades Avoca and Beaufort to the value of \$400,000, with a general footpath improvement project to the value of \$100,00, plus synthetic green at Waubra Bowls Club to the value of \$300,000.

No other projects from the original resolution are to be amended.

CARRIED

9. PUBLIC PARTICIPATION

The Mayor read the conditions of submitting public participation questions and noted that Mr Trevor Davey submitted four questions. Two of Mr Davey's questions will be read at a future meeting of Council and will be responded to in due course.

Mr Trevor Davey

Question 1:

After the carnage to the economy and businesses it seems ever so more important to ensure the WELCOME TO PYRENEES SHIRE sign on the Western Highway is installed after being missing for such a long time, can we get this done?

Response by CEO Jim Nolan:

CEO Jim Nolan thanked Mr Davey for his question and responded with the following:

In respect of the economic and business impact as a result of COVID, and there is no doubt our business community have been significantly impacted and there is a report in this agenda that speaks to the status of the current economy, there are actions that Council is taking to support and stimulate the economy post COVID. The sign on the Western Highway is likely to create any significant improvement in the economic position of the business community is questionable however, it is a matter that has been given consideration and Council has had discussion with VicRoads around this. Council is developing a signage strategy which looks at Council's marketing brand and subsequent to the marketing strategy being developed, Council will look to undertake a number of signage works of which the 'Welcome to Pyrenees' will be referred to that process.

Question 2:

What processes are in place to improve council communications? Internal and external?

Response by CEO Jim Nolan:

CEO Jim Nolan welcomed this question from Mr Davey and responded with the following:

From a communications point of view, Council is very mindful of the critical importance of communication both internally and externally. Council has a Communications Strategy which is reviewed each year. Council budgets for a Communications Officer and Council staff have collectively individual responsibilities for communication. There is a range of existing communication tools that are used to communicate to the community and to receive feedback from the community. Some of those existing activities include:

- our weekly notice board in the newspaper;
- quarterly newsletter distributed to every household across the shire;

- e-news distributed on a regular basis to around 2300 recipients;
- a website that is maintained with a lot of information that Council communicates to our community about;
- social media presence of which we communicate to a range of stakeholders through that process;
- we communicate with various business sectors through tourism; and
- we communicate via our Tourism Marketing Strategy, through our e-news, through a presence on Visit Pyrenees to our visitors to the community.

Council has community cuppas which Councillors and staff make themselves available within small communities to listen to feedback from the community and communicate information relevant to those communities. We have a range of engagement on specific activities such as projects, for example the lake foreshore project where we initiate opportunities to engage with stakeholders who are immediately impacted by or have an interest in those projects. We communicate to the community around major development strategies such as our annual budget and our Council Plan. We have specific stakeholders we engage with over service delivery such as our community care team where we, not only have forums to engage with those members of our community, but also provide brochures and written information that outline some of the services available as well as having that information available on our digital presence. In terms of improvements in our communications, from an external perspective, Council has a number of initiatives in the pipeline. The initiative that has come about as a result of COVID has been the online livestreaming of Council meetings which has taken Council's decision making to a much greater audience, a much greater reach around those important decisions that Council makes. In respect of projects, which constitutes a large amount of Council's business activity, Council is investing in the development of software which will see a dashboard for members of the community, Councillors and officers internally, to understand the status of projects, timing and other details of the significance of those projects. In respect of the future, Council is undergoing a significant process around Shaping Pyrenees. This project has the intention of meeting the Local Government Act requirements around deliberative engagement with communities. Part of the process is to seek input from the community about future decisions of Council and Council's intent to establish a panel of members of the community to have direct input into Council's community vision, Council Plan and Long-Term Financial Plan. Council has engaged a number of staff through the 'Working for Victoria' fund including an engagement officer who has regularly been with our business and tourism sector as well as an additional communications officer who is providing support for our communications team to ensure that we have more timely messaging and additional communications. These are some of the measures that Council has in place and some of the improvements proposed in respect of continuing to communicate with our community and communicate internally with our staff and Councillors. I commend our communications team who do an outstanding job in preparing this information and responding to the community in a timely way.

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 February 2021.

This report includes four parts:

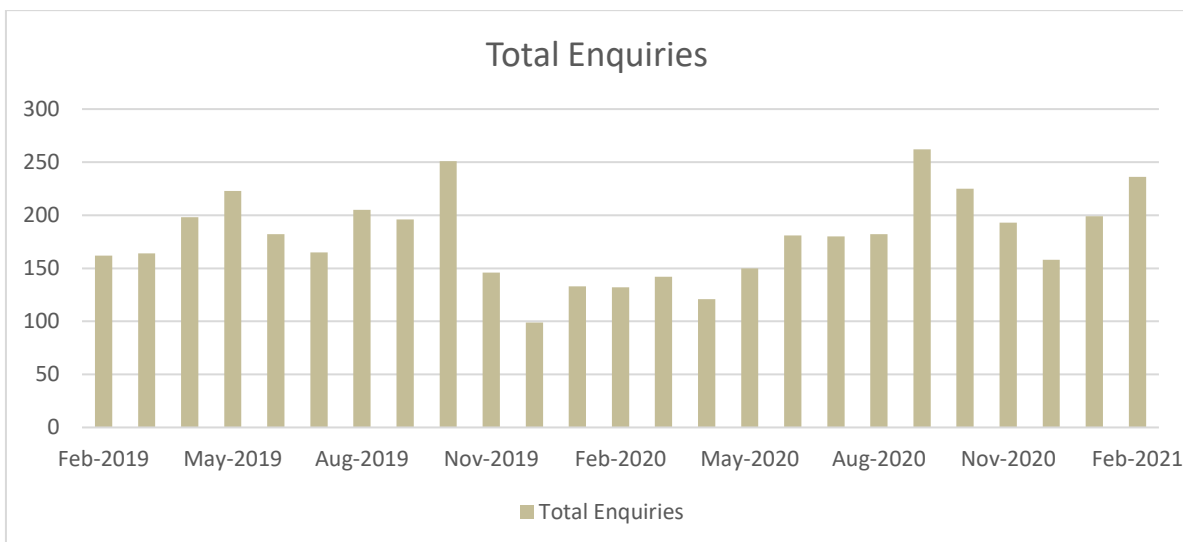
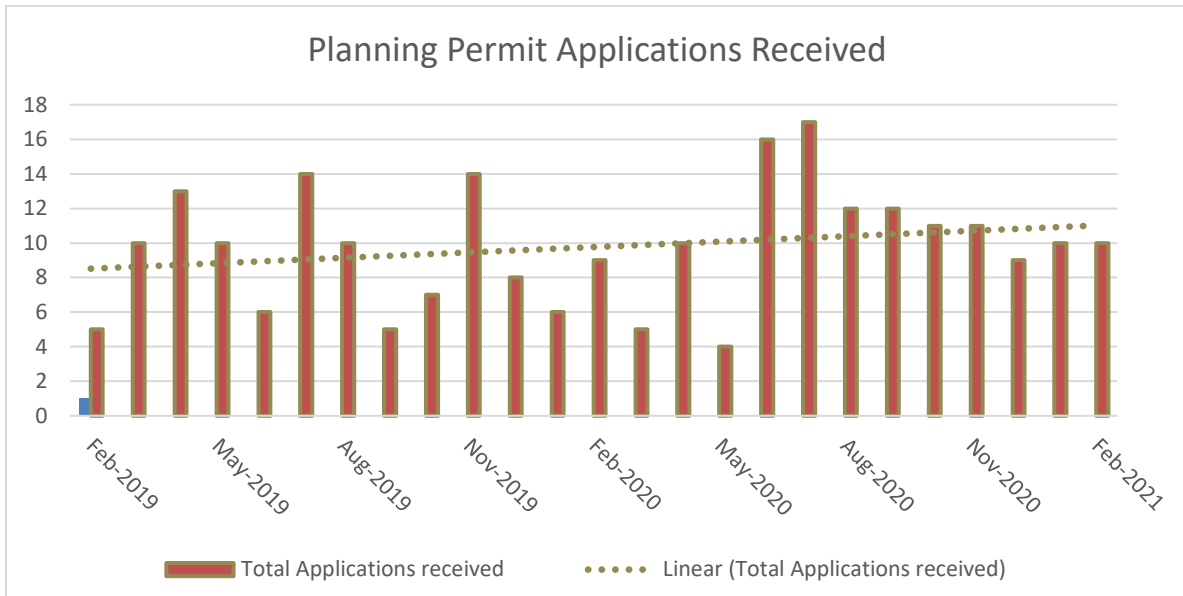
- Part A: Planning
- Part B: Building
- Part C: Environmental Health
- Part D: Community Safety and Amenities

PART A: PLANNING

The planning activity statistics for the previous two months are summarised in the table below:-

Planning Permit Activity Reporting			
Activity	January 2021	February 2021	Financial Year to date
Applications received	10	10	92
Applications completed	15	8	68
Requests for further information	8	6	58
Estimated cost of works	\$1,375,918	\$1,392,380	\$14,103,709
Enquiry Type	January 2021	February 2021	Financial Year to date
Pre-purchase enquiry	49	58	374
Pre-application enquiry	91	100	705
Existing permit enquiry	14	13	120
Current application enquiry	27	43	239
All other enquiries	18	22	197
Total Enquiries	199	236	1735





STATUTORY PLANNING

A Beaufort subdivision application that was placed on public notice during January, and subject to a number of objections, is being amended by the applicant. Upon receipt of the amended application, officers will arrange for further public notice to be given.

PART B: BUILDING

Activity

The building activity statistics as at 28/02/2020 are summarised in the table below:

CATEGORY	January 2021	February 2021	COMMENT
Permits issued by private Building Surveyor	9	17	
'Property Information Certificates' prepared and issued	20	24	
'Report and Consent' issued	3	1	
Building Notices	0	1	
Building Order	3	5	

Resolved Building Notices	0	1	
Resolved Building Orders	1	3	
Direction to Fix Building Work	0	0	
Building permit inspections undertaken	0	1	
Council issued permits finalised	0	0	** Council have not issued building permits since June 2018.

The Victorian Building Authority has released its first Code of Conduct for Building Surveyors, which came into effect on the 1st of January 2021. The Code seeks to improve safety and oversight in the building industry and was a key recommendation in the *Building Confidence* report.

The new Code establishes principles and rules for professional conduct and outlines the standards building surveyors in Victoria, must adhere to when providing building surveying services, including Municipal Building Surveyors.

The principles defined in the new Code include the following:

1. Act in accordance with the law and in the public interest
2. Act with integrity, honesty, objectivity, and impartiality
3. Perform competently and within the required level of expertise and experience
4. Act independently
5. Avoid conflicts of interest
6. Document and maintain records
7. Communicate promptly and effectively
8. Provide a complaint handling process and address issues of non-compliance

The Building Act 1993 provides that building surveyors must comply with the new Code and that disciplinary action may be taken by the VBA against a registered building surveyor who fails to comply.

Council plan / legislative requirements

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

Financial / risk implications

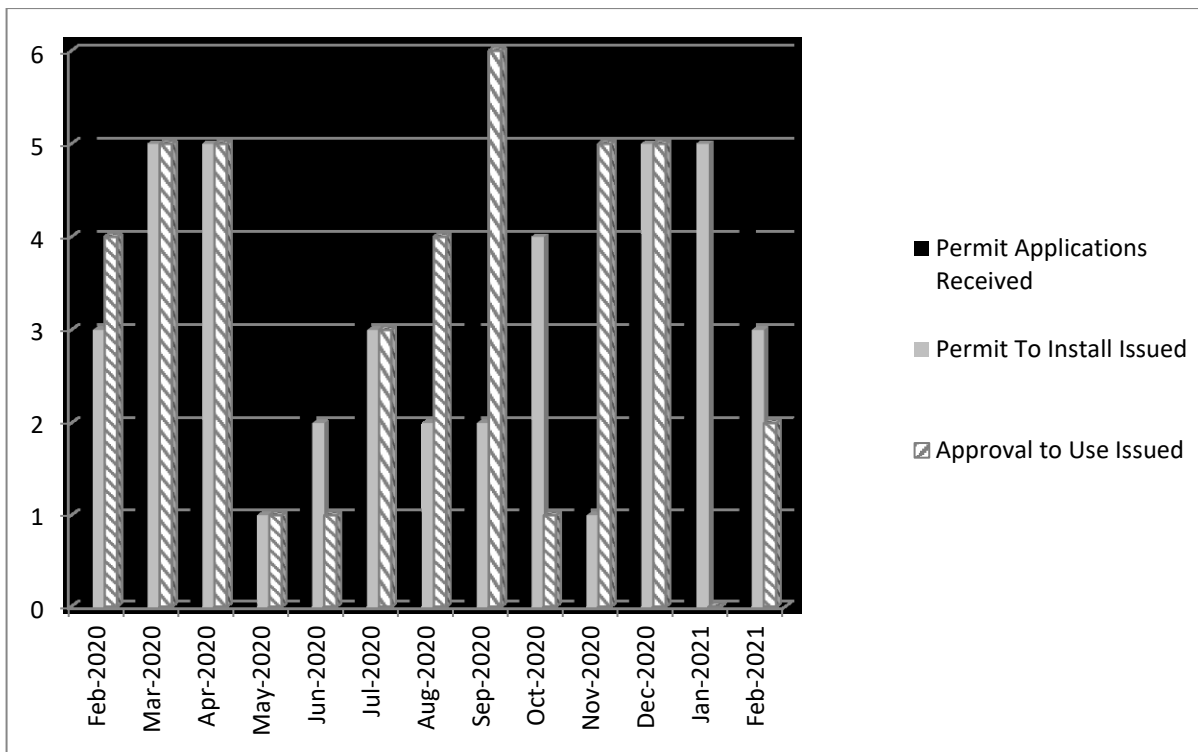
The Municipal Building Surveyor must have regard to any relevant guidelines under the *Building Act* 1993 or subordinate regulations. The building services department must ensure that a responsive service is provided that meets the demand of the building industry within the municipality.

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
1-28 February 2021	5	3	2	\$1,640

Wastewater activity statistics for February 2021



Monthly wastewater activity February 2021

Wastewater related tasks for February 2021	
Septic Tank Inspections	4
Domestic Wastewater Management Plan Inspections	0
Domestic Wastewater Service Agent Reports	4

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
1-28 February 2021	0	0	0	7	\$0

*Fees associated with registration renewals have been waived for the 2021 registration period in support of businesses that have and continue to be impacted by COVID-19 restrictions.

Mobile and Temporary Food Premises in the Shire (Streatrader)

Council received 23 applications for Statements of Trade in the month of February 2021 for events including the Beaufort Town Market, Avoca Races and Pyrenees Unearthed. Another 32 Statements of Trade were received from Water Transport business that may trade within the Shire throughout the remainder of the year

Activity: Immunisations

Immunisation sessions in Beaufort and Avoca are not being conducted due to Covid-19 however 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
January 2021	Clients	19	1	-
	Vaccines	41	1	-

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

	January 2021	February 2021	Total YTD (20/21)
Cats Registered	564	568	-
Dogs registered	2372	2391	-
Cats Impounded	12	4	43
Cats Reclaimed	0	1	6
Cats Euthanised	12	3	26
Dogs Impounded	1	4	14
Dogs Reclaimed	1	4	14
Dogs Euthanised/surrendered	0	0	0
Stock Impounded	2	0	2

Registration and impoundment statistics

ACTIVITY - Infringements

Infringement Type	January 2021	February 2021	Total YTD (20/21)
Domestic Animals Act	0	0	7
Local Laws	0	2	4
Road Safety Act	0	0	0
Environment Protection Act	0	1	5
Impounding of Livestock Act	0	0	0
Other	0	0	0
Total Infringements Issues	0	3	16
Prosecutions	0	0	3

Infringement statistics

Key projects

In the lead up to pet registration renewals, officers have commenced proactive property visits. These visits have been well received to date and are a great way to engage with members of the community. The visits serve as an opportunity to share information about responsible pet ownership as well as providing residents with an opportunity to discuss other council related matters.

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) – FEBRUARY 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: 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 February 2021.

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

Council's request that more proactive effort is input into a greater level of resolution in the coming months is being enacted and progress of this should be seen in coming months. This month's statistics start to show evidence of that activity.

Statistics:

497 customer action requests were received in February 2021, the highest monthly number recorded since recording statistics started in 2012, and only just 19 requests short of the total received in the whole of 2012. 316 of these requests related to telephone messages.

650 requests were closed in February 2021.

Of the customer actions requests (non-telephone calls) received, the following represents those received and still outstanding by Ward:

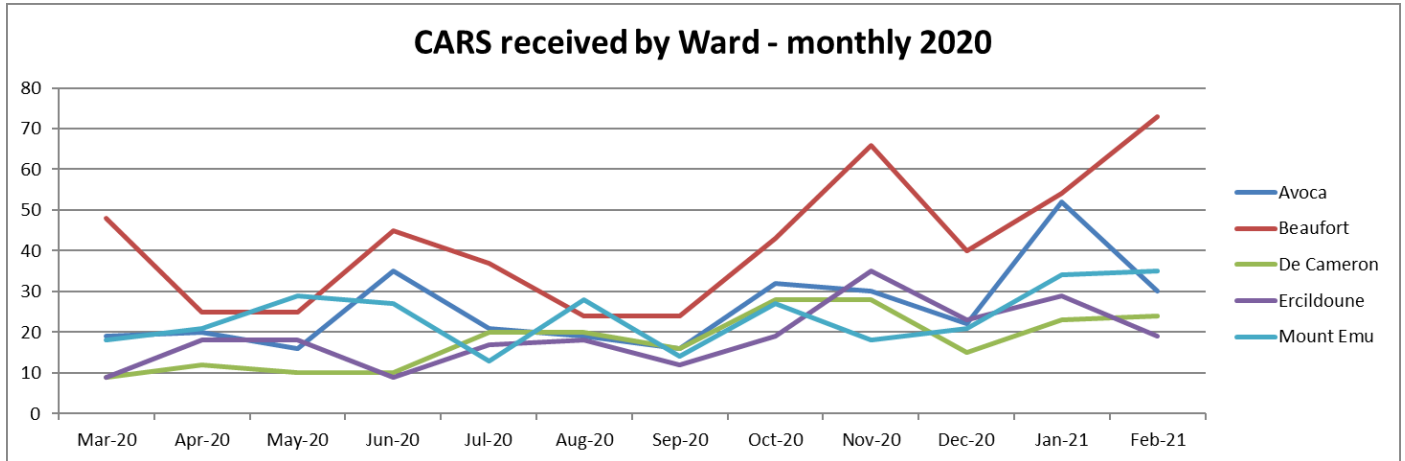
	Avoca Ward	Beaufort Ward	De Cameron Ward	Ercildoune Ward	Mount Emu Ward
Number of Requests received in February 2021 (previous month)	30 (52)	73 (40)	24 (23)	19 (29)	35 (34)
Requests received in February and closed in same month (% of total received)	18 (60%)	36 (49%)	14 (58%)	12 (63%)	19 (54%)
Requests received in February still outstanding	12	37	10	7	16
Outstanding requests 1 month or older	50	44	26	25	22



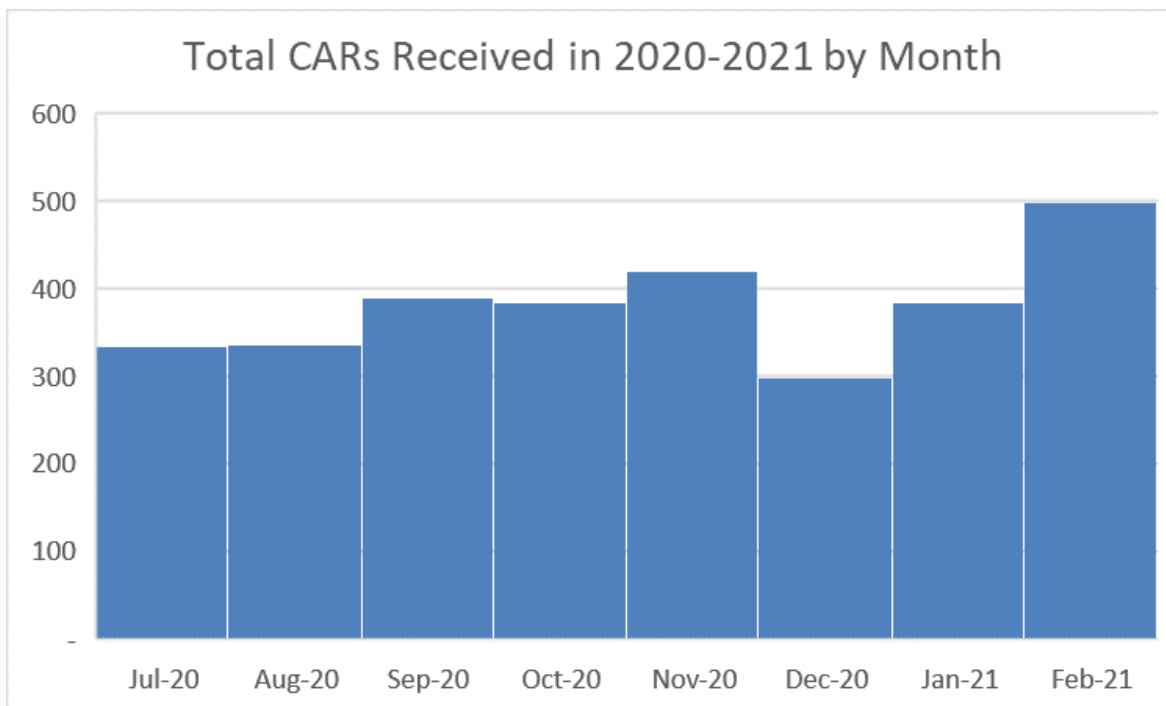
Total outstanding requests (previous month)	62 (89)	81 (115)	36 (50)	32 (54)	38 (54)
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The following graph shows details of CARs received by Ward / month during 2020/21. Several spikes can be seen in individual Wards during the year, with little consistency month-on-month over the year.

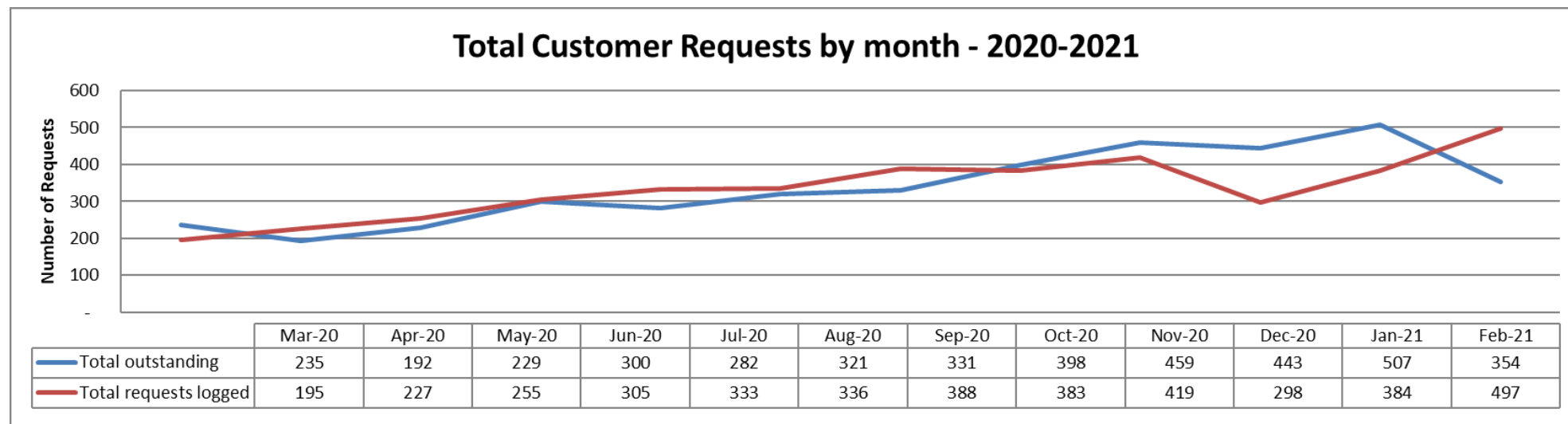
The number of CARs received for Beaufort Ward increased by 135% over the previous month; fell in Avoca and Ercildoune Wards, and remained steady in De Cameron and Mount Emu Wards.



The following chart displays total CARs received for each month during 2020/21.



The following graph displays trend lines over the past 12 months for both outstanding CARs and logged requests.



Telephone calls:

In early 2020, COVID-19 restrictions forcing many staff to work from home caused an increase in telephone calls being logged through the CARs system.

In February 2021, 316 telephone calls were logged, of which 88 remain open, a reduction of 35% from those open at the end of January.

Work is planned in 2021, as part of the Frontline Services Review Implementation, to analyse the type of calls received and be more proactive in general information that can be provided in advance to reduce the amount of calls received. Work is also underway in evaluating new systems to replace and improve current methods of managing customer action requests.

The following graph provides greater detail of the areas where outstanding requests remain, showing where the greatest dominance in request closures fall: roads & road maintenance, drainage, parks & reserves, roadside vegetation, and telephone messages.

28 February 2021 - Open Requests - Type			
	Jan	Feb	Change
Roads & Rd Maint.	84	62	-22
Streetlights	1	0	-1
Drainage	56	32	-24
Footpaths	13	9	-4
Park & Reserves	34	17	-17
Roadside Veg	70	36	-34
Environmental Health	1	4	3
Planning	24	17	-7
Bld maint	16	14	-2
Local Laws	29	29	0
Cats	8	11	3
Dogs	14	17	3
Livestock Act	3	5	2
Parking	2	0	-2
Fire Hazard	2	1	-1
Bld Compliance	0	0	0
Waste Management	2	1	-1
Natural Disasters	0	0	0
Pools	2	1	-1
Council cleaning	3	3	0
EPA - Litter	1	1	0
Design & Assets	3	4	1
GIS	0	0	0
Community Wellbeing	3	2	-1
Telephone messages	136	88	-48
Total	507	354	-153

Note:

- The item 'Roads' now represents an **amalgamation of Roads**, Road Maintenance, Roads Unsealed and Road Maintenance Unsealed.
- Local Laws and related CARs reflect case management of issues rather than un-managed matters.



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 and is now also used as a case management tool for more complex matters. 2021 will see an ongoing review in how the system is used, proactive ways to improve speedier resolution and reporting against progress.

OFFICER RECOMMENDATION

That Council notes the information contained within this report.

10.3. LOCAL GOVERNMENT ACT 2020 IMPLEMENTATION PROGRESS UPDATE – 03/2021

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: 16/20/35 and 16/24/18

PURPOSE

The purpose of this report is to provide Council with a progress update on the implementation of the *Local Government Act 2020*.

BACKGROUND

The *Local Government Act 2020* was proclaimed on 6 April 2020 with transition from the former Act being implemented in stages between 1 May 2020 and 30 June 2022.

Integrated Strategic Business Planning Project Update

Implementation Status – Policy and Plan development:

The status of implementation of policy and plan deliverables required under the 2020 Act provisions is provided in the table below:

Items to be implemented	Timeframe	Status
Councillor Expenses Policy revision and adoption Governance Rules development and adoption Delegated committees and asset committee Instruments of Delegation in place Audit & Risk Committee Charter adopted and Committee re-established Public Transparency Policy adopted	1 September 2020	Completed
Election candidate training completed	17 Sept 2020	Completed
Councillor Code of Conduct revision and adoption	Jan 2021	Completed Adopted by Council 16 Feb 2021 Signed by Councillors 9 Mar 2021
Community Engagement Policy adoption	Mar 2021	Completed
Gifts Policy revision and adoption (New Conflicts of Interest Policy)	Apr 2021	Completed
Councillor induction training	May 2021	Completed
Budget adopted Revenue and Rating Plan revision and adoption	30 Jun 2021	In progress
Long Term Financial Plan Council Plan revision and adoption Community Vision (Community Plan) – SHAPE PYRENEES 2030	31 Oct 2021	In progress Deliberative engagement process started: <ul style="list-style-type: none"> • Constant publicity • EOIs for Community Panel requested • Workshops planned
Annual Report 2020/21	31 Oct 2021	Not yet started
CEO Employment & Remuneration Policy adopted Long-term Workforce Plan adopted Recruitment Policy revision and adoption Staff Code of Conduct revision and acceptance Complaints Policy revision and adoption Procurement Policy revision and adoption	31 Dec 2021	In progress In progress Not yet started Not yet started In progress

Items to be implemented	Timeframe	Status
		In progress
Long-term Asset Management Plans in place	30 Jun 2022	In progress

Integrated Strategic Business Planning Project

Two key plans will steer all other business and financial plans throughout the next 4 to 10 years: the 10-year Community Vision (proposed to be entitled **Shape Pyrenees 2030**) and the 4-year Council Plan. Additional strategic plans have been included within the project to ensure alignment with community vision and Council plan. An update on the full deliverables is provided below.

Deliverable	Applicable Timeframe	Target for completion	Status
Community Engagement Policy	4 years	1 Mar 2021	Complete
Community Vision – Pyrenees 2030	10 years	31 Oct 2021	Community Panel recruitment underway – aiming for 25-30 members Workshops scheduled Apr-May Facilitator recruitment underway
Council Plan 2021-2025	4 years	31 Oct 2021	Dependent upon outcome of Community Vision Council workshop held 1 Dec 2020 Senior Leadership Team planning day held 18 Feb 2021
Annual budget	1 + 3 years#	30 Jun 2021	In progress Draft budget figures complete Exec considered 9 Mar 2021 to achieve further savings
Revenue & Rating Plan	4 years	30 Jun 2021	Drafting in progress
Financial Plan (LTFP)	10 years	31 Oct 2021	In progress
Annual Report	Annual	31 Oct 2021	Not yet started
Gender Equality Action Plan (new Act - 31 Mar 2021)	4 years	30 Jun 2021	Planning underway to conduct gender audit Working Group convened
Municipal Public Health & Wellbeing Plan	10 years	Oct 2021	Planning for review underway
Municipal Early Years Plan		Oct 2021	Additional resources achieved to assist with this
Positive Ageing Plan		Oct 2021	Planning for review underway Consideration of Royal Commission recommendations' impact underway
Reconciliation Action Plan Phase 2	1 year	June 2021	Planning underway Working Group convened
Workforce Plan	4 years	31 Dec 2021	Review in progress Workforce Plan already in place
Asset Management Plans	10 years	30 June 2022	In progress
Reporting framework review	n/a	30 Jun 2021	Review in progress

#From 2021, the budget will require to be a 4-year focus, with the first year detailed and an overview of the subsequent three.

ISSUE / DISCUSSION

Community Engagement Panel

To facilitate the legal requirement to undertake deliberative community engagement in developing the 10-year Community Vision (Shape Pyrenees 2030) and 4-year Council Plan, requests for expressions of interest to form a Community Panel have been promoted widely and responses are being received.

The intention is to form a community panel of between 25-30 people who will be representative of as many demographic variants as possible, to ensure that all the needs of the community are captured. This will ensure wide representation of the Shire community in terms of age, gender, culture, education, industry or occupation, employment, and residential location.

In addition to the Panel, officers have already identified community members and groups who might best be consulted outside of the Panel. If there are other groups or persons in the community who may be at risk of not being represented on the panel, targeted recruitment may be undertaken to ensure the right mix of people are included.

The panel will meet over 3 Sundays, over a six-week period in April-May and, using a professional facilitator, will work together to develop the basics of a community vision, objectives for the Council Plan and input into the Financial Plan and Asset Plan.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

The *Local Government Act 2020* was enacted in April 2020 and includes a requirement for councils to develop an integrated and collaborative approach to strategic business and financial planning, monitoring and reporting.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Alignment of strategic business and financial plans is a primary requirement of the 2020 Local Government Act. Robust and effect monitoring and reporting mechanisms are key in managing any risks, enterprise or financial, involved with the delivery of the Pyrenees Shire Council Plan and Community Vision.

CONCLUSION

The *Local Government Act 2020* was enacted in April 2020 and is being implemented in stages throughout 2020-2022. Council has developed a project plan to develop an integrated strategic business planning framework, together with improving its monitoring and reporting framework in alignment. This report provides a progress update on these plans and the convening of the Community Panel to develop a Community Vision for the Pyrenees Shire.

OFFICER RECOMMENDATION

<p>That Council notes this report on the progress within the Pyrenees Shire Council on implementing the Local Government Act 2020 requirements.</p>

10.4. LOCAL GOVERNMENT PERFORMANCE REPORTING – HALF YEAR REVIEW 31 DECEMBER 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: 32/08/08

PURPOSE

The purpose of this report is for Council to receive the Local Government Performance Report for the mid-financial year 2020/21 as at 31 December 2020.

BACKGROUND

The Victorian Government established the Local Government Performance Reporting Framework (LGPRF) in 2014 to ensure that all councils are measuring and reporting in a consistent way.

The primary objective of the LGPRF is to provide comprehensive performance information that meets the needs of a number of audiences. In meeting this objective:

- Councils will have information to support strategic decision making and continuous improvement.
- Communities will have information about council performance and productivity.
- Regulators will have information to monitor compliance with relevant reporting requirements.
- State and federal governments will be better informed to make decisions that ensure an effective and sustainable system of local government.

Legislation was introduced in early 2014 which set up the requirement for councils to report on their performance through their annual report to their community. The reporting format for the indicators and measures in the annual report is prescribed by the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020* and are changed periodically by State Government.

ISSUE / DISCUSSION

To provide a comprehensive picture of council performance, four indicator sets are used for annual performance reporting:

- 1. Service Performance** 40 service performance indicators across nine common service areas calculate the service performance comparison measures relating to the effectiveness and efficiency of local government services.
- 2. Financial Performance** 11 financial indicators across five sub areas, which cover key financial objectives. The indicators provide relevant information about the efficiency, effectiveness and economy of financial management in local government.
- 3. Sustainable Capacity** A council's performance can be influenced by the broad social and economic environment in which services are delivered. This indicator set acknowledges the external factors placed upon councils, including population size and socio-economic disadvantage.
- 4. Governance and Management** In light of all the legislative requirements and best practice models placed upon local government, the governance and management checklist summarises the required and recommended frameworks, policies, procedures and practices that councils can have in place to ensure strong and effective governance.

The information contained in the attached mid-year Performance Report is for the period 1 July 2020 to 31 December 2020. Some information is only available on an annual basis and therefore not included in the mid-year report.

As this is an interim half-year report some of the information is yet to be verified and forecast information is therefore provided for demonstration purposes only.

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

10.4.1 - Mid-Year 2020/21 Performance Statement – Half Year Report to 31 December 2020 (*circulated separately*)

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with the tabling of this report.

CONCLUSION

Local Government Performance Reporting was introduced by legislation in 2014. The Report of Operations attached is for the period 1 July 2020 to 31 December 2020. It is important to note that some data for indicators is not available for half yearly reporting and some data is only relevant for annual reporting. The purpose of this report is to demonstrate to Council that data is being collected and all statutory obligations will be met at year end.

OFFICER RECOMMENDATION

That Council notes the mid-year Performance Statement for the period 1 July 2020 to 31 December 2020.

10.5. COUNCIL PLAN PROGRESS 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: 16/20/06

PURPOSE

The purpose of this report is to provide Council with a progress report on actions taken in relation to the initiatives identified in the Council Plan 2017-2021 as at 31 December 2020.

BACKGROUND

In accordance with Section 125 (1) of the former *Local Government Act (1989)*, Council adopted the existing Council Plan 2017-2021 at its Ordinary Meeting on the 13th June 2017. As part of its annual review process, Council reviewed and adopted a revised Council Plan 2017-2021 at its meeting on 19th May 2020.

The 2020 review of the existing Council Plan 2017-2021 was the final review to be undertaken of this Plan, with a new plan to be developed and adopted, aligned with a new Community Vision – Pyrenees 2030, prior to October 2021.

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

1. Roads and Townships

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

2. Relationships and Advocacy

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

3. Community Connection and Wellbeing

We will engage with communities to provide responsive, efficient services that enhance the quality of life of residents and promote connected, active, and resilient communities.

4. Financially Sustainable, High-performing Organisation

Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.











5. Development and Environment

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

ISSUE / DISCUSSION

This report provides an update on progress made, during the second quarter of 2020/21 financial year, against the strategic initiatives included in the 2017-2021 Council Plan.

The report has been structured for clarity, utilising symbols, and brief commentary to provide a snapshot of progress. The status of the initiatives scheduled for the 2020/21 financial year is identified against each individual item in the attached report, with a summary of performance provided below. It should be noted that some items cross multiple years.

Symbol	Progress	
	0%	5
	25%	38
	50%	17
	75%	11
	Complete	9
	Funding Required	1
	Information Required	2
	Ongoing	23
	On Hold	2
	Cancelled	3

At the end of the financial year's second quarter, most initiatives planned for 2020/21 have been started (93%) with 9 (8%) completed. 23 (21%) of initiatives are of an ongoing nature.

Two initiatives are on hold, three have been cancelled and one requires funding to complete:

- On hold: Renewal / upgrading of Carngham-Linton Road – the priority for this road was replaced by the Carngham Streatham Road developing significant pavement failures. Survey and design completed.
- On hold: Renewal / upgrading of Lexton-Ararat Road Bridge – following further technical assessments of this structure, the priority for this bridge was replaced by Bridge 139 on the Raglan Elmhurst Road for which funding has been received to renew.
- Cancelled: The project MC212 Barkly Navarre Road, part of the bridge and major culvert program, has been withdrawn.
- Cancelled: Participation in the Children & Youth Area Partnership – the Partnership has been dissolved due to a lack of resourcing by the State Government.
- Cancelled: Participation with Central Highlands Councils to deliver the Rural Councils Transformation Project – This program has been cancelled. However, discussion continues between Central Highlands Councils to identify and deliver where opportunities for shared services or collaborative approach can continue.
- Funding required: Seek commitment from partners to deliver Moonambel Water Project – Feasibility, concept and tech assessment, and business case completed. Advocacy continues re stimulus project funding for this initiative.

Development of two strategies due for development by June 2022 as part of the Local Government Act 2022 implemented, have been marked as needing more information. The development these strategies will extend into the next Council Plan period.

A detailed report on progress is attached.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

In accordance with Section 125 of the *Local Government Act 1989* Council adopted its revised 2017-2021 Council Plan at its June 2019 Special Council meeting.

In accordance with Section 90 of the *Local Government Act 2020* Council is preparing its Council Plan 2021-2025 in alignment with a new Community Vision – Pyrenees 2030.

ATTACHMENTS

10.5.1 - Council Plan Progress Report – Q2 as at 31 December 2020 (*circulated separately*)

FINANCIAL / RISK IMPLICATIONS

There are no risks associated with this report.

CONCLUSION

The Council Plan progress report describes the range and status of initiatives being undertaken by the Pyrenees Shire Council during the 2020/21 financial year, as directed by the revised 2017-2021 Council Plan. The report continues to reinforce the importance of good working relationships and joint partnerships between community, Council and other levels of government.

OFFICER RECOMMENDATION

That Council notes the Council Plan Progress Report Q2 31 December 2020.
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CHIEF EXECUTIVE DEPARTMENT

10.6. QUARTERLY PROJECTS UPDATE

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 which has occurred. The specialist has developed a Project Management Vision and set of Principles to provide guidance on the characteristics of effective and efficient project management to ensure the vision is upheld. The principles are the foundation for effective project management and ensuring community benefits are realised. The Vision and Principles are being presented to this meeting as an item for decision (see item 13.5).

Council has also been briefed on the development of the Project Management Framework and the Dashboard which will be used in future to assist in the management of projects and to report to Council and the Community about the status of projects. At the time of preparing this report, the Dashboard software has been purchased and officers are undergoing training in its use.

Council's website has been updated to include an up to date summary on Council's current projects. This webpage can be found at www.pyrenees.vic.gov.au/Residents/Pyrenees-Shire-Projects.

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

10.6.1 - Projects Spreadsheet (*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

Cr Damian Ferrari – Beaufort Ward		
February		
Mon 01	Mayor and CEO Meeting	Phone
Mon 08	Mayor and CEO Meeting	Phone
Tue 09	Councillor Cuppa and Chat	Beaufort
Tue 09	Councillor Briefing Session	Beaufort
Mon 15	Mayor and CEO Meeting	Phone
Tue 16	Rotary Club Signage Meeting	Virtual
Tue 16	Councillor Briefing Session	Virtual
Tue 16	Council Meeting	Virtual
Mon 22	Liaison Meeting with Department of Transport	Beaufort
Mon 22	Mayor and CEO Meeting	Phone
Thu 25	Return of Union Flag to Beaufort	Beaufort
Thu 25	Meeting with the Minister Local Government	Beaufort

Cr Tanya Kehoe – Mount Emu Ward		
February		
Tue 09	Councillor Cuppa and Chat	Beaufort
Tue 09	Councillor Briefing Session	Beaufort
Tue 16	Councillor Briefing Session	Virtual
Tue 16	Council Meeting	Virtual

Cr David Clarke – Ercildoune Ward		
February		
Wed 03	HM Prison Kal Kal Reference Group	Trawalla
Mon 08	Highlands LLEN Meeting	Ballarat
Tue 09	Councillor Cuppa and Chat	Beaufort
Tue 09	Councillor Briefing Session	Beaufort
Thu 10	Central Victorian Greenhouse Alliance Meeting	Virtual
Tue 16	Councillor Briefing Session	Virtual
Tue 16	Council Meeting	Virtual
Mon 22 – Wed 24	Municipal Association of Victoria Presidential Forums	Virtual
Thu 25	Central Victorian Greenhouse Alliance Board Meeting	Virtual

Cr Robert Vance – De Cameron Ward		
February		
Tue 09	Councillor Cuppa and Chat	Beaufort
Tue 09	Councillor Briefing Session	Beaufort
Fri 12	Rural Councils Victoria Meeting	Virtual
Tue 16	Councillor Briefing Session	Virtual
Tue 16	Council Meeting	Virtual
Thu 25	Timber Towns Meeting	Virtual

Cr Ron Eason – Avoca Ward		
February		
Tue 09	Councillor Cuppa and Chat	Beaufort
Tue 09	Councillor Briefing Session	Beaufort
Tue 16	Councillor Briefing Session	Virtual
Tue 16	Council Meeting	Virtual
Fri 19	Rail Freight Alliance AGM	Virtual
Thu 25	Activate Avoca Meeting	Virtual
Fri 26	Rail Freight Alliance Subcommittee Meeting	Virtual

12. ASSEMBLY OF COUNCILLORS

MEETING INFORMATION			
Meeting Name	Councillor Interest Group Meeting, Induction and Briefing Session		
Meeting Date	9 February 2021 commenced at 1.00pm and closed at 6.00pm		
Meeting Location	Beaufort Council Chambers		
Items Discussed	<ol style="list-style-type: none"> 1. Councillor Induction Session (Engagement and Reconciliation) 2. Councillor Induction Session (Gender Equity, Diversity and Inclusiveness) 3. Wind Farm Noise Regulation 4. Budget Preparation Discussion 5. Outstanding Rates and Charges Process 6. Community Grants Considerations 7. February Council Meeting Agenda Review 		
ATTENDEES			
Councillors	Mayor Cr Damian Ferrari Cr Ron Eason Cr Tanya Kehoe	Cr David Clark Cr Robert Vance	
Apologies	Nil		
Staff	Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Assets and Development Services) Kathy Bramwell (Director Corporate and Community Services) Laura Buchanan (Project Management Coordinator) – Item 1 Katie Gleisner (Manager Planning and Development) – Item 3 James Hogan (Manager Finance) – Item 4 April Ure (Property Revenue Officer) – Item 5		
Visitors	Bonnie Chew – Item 1		
CONFLICT OF INTEREST DISCLOSURES			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	16 February 2021 commenced at 2.00pm and closed at 5.45pm		
Meeting Location	Virtual		
Items Discussed	<ol style="list-style-type: none"> 1. Presentation by Wimmera CMA 2. 2021 Valuer Briefing 3. Beaufort Recycled Water Project 4. Creative Community Strategy 5. Community Grans Application Considerations 6. February Council Meeting Agenda Review 		
ATTENDEES			
Councillors	Mayor Cr Damian Ferrari Cr Ron Eason Cr Tanya Kehoe	Cr David Clark Cr Robert Vance	
Apologies	Kathy Bramwell (Director Corporate and Community Services)		
Staff	Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Assets and Development Services) Jane Bowker (EA to CEO and Councillors) Ed Riley (Strategic Planner) – Item 1 April Ure (Property Revenue Officer) – Item 2 James Hogan (Manager Finance) – Item 2 Ray Davies (Manager Economic Development and Tourism) – Item 3 Terry McAliece (Environment and Sustainability Officer) – Item 3 Katie Gleisner (Manager Planning and Development) – Item 4		
Visitors	Dave Brennan (CEO) and Peter Hilbig (Chair of Board) Wimmera CMA – Item 1 Chris Barrett – VRC Property – Item 2 Wes Gaylor and Jeff Haydon - Central Highlands Water – Item 3		
CONFLICT OF INTEREST DISCLOSURES			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

CR VANCE / CR EASON

That the items for noting be received.

CARRIED

13. ITEMS FOR DECISION

ECONOMIC DEVELOPMENT AND TOURISM

13.1 ECONOMIC DEVELOPMENT STRATEGY

Ray Davies – Manager Economic Development and Tourism

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

File No: 22/02/02

PURPOSE

The purpose of this report is to inform council on progress of priority actions identified in the 2020 Economic Development Strategy and Action Plan

BACKGROUND

Council endorsed the current Economic Development Strategy in February 2020 and an Action Plan in March 2020.

Action Plan

Action items listed for 2020/21 included the following priorities: -

- Investment of at least \$1M annually to increase the number of link roads able to be gazetted for heavy vehicles. During the past twelve months Council has completed three road projects costing approximately \$0.8M while two other road projects worth \$1.05M are 80% completed and one \$720,000- bridge is 40% completed.
Four projects are currently in the design phase with the budget for these being \$1.94M.
- Development of the OPAN project workforce plan depended on funding. Funding has been secured through the Victorian Government for the project and consultants have been engaged to undertake both a workforce plan and residential housing strategy. The Action Plan identified the residential housing strategy would occur in 2021/22, however this regional housing demand project is expected to be delivered in Mid 2021 as a component of OPAN
- Support the water supply proposal by the Natte Yallock Landcare group to establish a water grid similar to the South West Loddon and East Grampians Pipeline projects. This project was reported to Council in January 2020 and paused due to Covid19 restrictions for public gatherings. A public meeting was held at Natte Yallock on 2 March with support provided by Council and officers of GWM Water who presented on recent water projects and how these progressed from concept to delivery. The meeting was attended by fifty landholders and will be the subject of future reports to Council as the project progresses
- Delivery of Integrated Water Management Projects:-
 - Council acted as the lead organisation during 2019/20 for the detailed design phase of the Beaufort Recycled Water Project project. The design was concluded in July 2020 and the \$2.8M construction phase has subsequently been funded by the Victorian State Government and Central Highlands Water. At the time of developing this report CHW are finalising planning approvals to allow them to enter into a tender process for the construction phase which will include:-
 - An upgrade to CHW facilities at the water treatment plant
 - Construction of a trunk pipeline to allow recycled water to be reticulated to user groups. Stakeholders include the Beaufort golf club, Goldfields Recreation Reserve, sports fields at the secondary college and primary school, and the croquet club
 - Installation of irrigation systems by end users

- Work in partnership with other Central Highlands councils and CHW to finalise project work on the recently developed Green Blue Infrastructure for Small Town Guidelines.
- Complete the straw to energy project at the Skipton Hospital. Contractors are working on site at the time of writing this report and expect the project to be commissioned by the end of next month. Opportunities for establishing a biogas plant using straw from local farms are also being explored at present.
- Complete the Correa Park residential development. Civil works have now been completed for stages four and five comprising 39 blocks which are now on the market
- Updating Council's Tourism Strategy. A marketing strategy which identified responses to Covid19 was adopted by Council in July 2020 and Council officers have been liaising with City of Ballarat to develop a tourism investment plan under current MOU arrangements
- Planning has commenced to develop a tourism cycle trail between Avoca and Moonambel
- Training being offered to local contractors and Council's preferred suppliers to develop their skills in completion of submissions for government tenders. Covid-19 has limited Councils capacity to deliver this training due to restrictions on public gatherings
- Employment of an Economic Development Officer to implement a proposed Home Based Business Strategy, assist small businesses navigate regulatory requirements, work with business associations and other business networks to build the capacity of the small business sector. This role is subject to current budget considerations

Covid-19

The global pandemic has diverted Council's economic development and tourism resources from business as usual over the past twelve months to specific support required in response to Covid19 lock downs.

Councils' actions to date have included:-

- Making direct contact with businesses, in particular café's, hotels, wineries and accommodation providers to gather and disseminate information
- Regular Enews updates to the business database on support available from the state and federal governments, council and other support agencies
- Providing information through Council's website, Facebook and public notices
- Providing regular updates to government agencies through the Central Highlands Economic Development forum on the pandemic challenges faced by the business community
- Running a buy local campaign
- Establishing an economic task force which developed an industry led economic recovery plan. The actions identified in the plan are now actively being delivered by Council
- Employment of an Economic and Community Recovery Officer which has been fully funded for six months under the Victorian Governments "Working for Victoria" initiative. The role is aimed at progressing actions identified in the Economic Recovery Plan, assist with implementation of the Outdoor Dining initiative and provide one on one support to businesses.
- Developing a Tourism Marketing Strategy with a focus on a Covid-19 recovery
- Provided support to businesses with their Covid Safe plans, and referrals to agencies such as the Rural Financial Counselling Service and Partners in Wellbeing for additional assistance
- Providing fee relief for registration of food and accommodation premises
- Commencing weekly (as opposed to monthly) payments to creditors

State of the Local Economy

The following data is provided as an indication of the current state of the economy in the Pyrenees Shire.

Population Growth

The Estimated Residential population figures published by ABS indicate the Shires population has grown at an average annual rate of 1.1% from 6,721 people in 2009 to 7,472 in 2019.

Should the population continue to grow at this rate then the Shires population will reach 8,427 people in 2030.

Unemployment and Jobs

The percentage of unemployment in the Pyrenees has remained relatively stable as reflected by figures compiled by the Australian Government Department of Education Skills and Employment.

Dec 2017	4.2%
Dec 2018	4.2%
Dec 2019	4.6%
Mar 2020	3.9%
Jun 2020	4.4% (latest available data)

In comparison the Victorian unemployment rate rose from 5.1% (February 2020) to a high of 7.5% (July 2020) during the peak of the coronavirus pandemic dropping to 6.4% (January 2021). (ABS)

The number of people employed in the Shire is as follows:-

2016 Census	2,001
April 2020	1,954
August 2020	1,959
December 2020	1,979 (a drop of 1% since the 2016 Census)

Statistics available on the percentages of the Shires businesses that are being supported by the Commonwealth Governments Jobkeeper program indicate that:-

- In June 2020 26.8% of businesses had applied for this support which ranked the Shire at 408 out of 502 Councils across Australia (407 councils had a higher percentage relying on this support)
- In November 2020 15.4% of businesses were still being supported and ranked Pyrenees LGA at 258 nationally

Building Approvals

Year	Residential in \$M	Non-residential; \$M
2017/18	\$13.5	\$7.36
2018/19	\$15.24	\$2.93
2019/20	\$17.44	\$5.45

The following table represents business counts by number of employees according to ABS data supplied by Remplan.

Employee Numbers	Number of businesses		
	2017	2018	2019
Employ 200+	0	1	1
Employ 20-199	11	8	4
Employ 1-19	336	328	329
Do not employ	475	479	520
TOTAL	822	816	854

ISSUE / DISCUSSION

Irrespective of the impacts of the global pandemic Council has achieved much during the past twelve months to deliver on priorities identified in the Economic Development Strategy.

- Approximately \$0.8M has been invested in upgrading Council link roads, \$1.77M in works are in progress and design work for projects valued at \$2.46M is under way
- Correa Park stages four and five have been completed and awaiting the issue of titles. Contracts are currently being prepared for all 39 lots which are subject to the issue of titles.
- A significant number of other civil construction projects being undertaken by Council are underway or recently completed, including the Lexton Community Hub (\$3M) which is in progress, the delivery of the Drought Communities Program (\$2M) nearing completion, and the Local Road and Community Infrastructure Program phase 1 and 2 (\$2.5M) which has commenced. The Snake Valley skate park and Female Friendly Change facilities and the Avoca shelter are recently completed.
- Consultants have been appointed to deliver a workforce plan and residential housing strategy via the OPAN project.
- The detailed design for the Beaufort recycle water project has been completed and funding secured to complete the \$2.8M capital phase
- Contractors are expected to finalise the Skipton Hospital straw fuelled boiler project by the end of April
- A tourism Marketing Strategy has been completed and is being actioned
- The Recovery Plan developed by the Economic Task Force is being actioned
- Councils Tourism MOU with City of Ballarat has been renewed pending outcomes of the Victorian Government Review of Regional Tourism Boards
- A cycle trail linking Avoca and Moonambel is currently being scoped out
- Council has engaged an Economic and Community Recovery Officer (in a fixed term role under the Working for Victoria Fund) who is providing one on one support to businesses impacted by Covid19

The global pandemic has had a significant impact, more specifically on businesses in the tourism economy. A number of these businesses have sought Commonwealth and Victorian government financial support through various grant programs initiated to mitigate the impacts of three lock downs during the past twelve months.

The closure of cellar doors during lock downs impacted the winery sector who have focussed on building their on-line sales and digital promotions during these periods, with JobKeeper being sought by larger wineries to retain staff.

Financial recovery is expected to take some time for those businesses whose turnover dried up due to these circumstances and it is expected they will require ongoing support. It has been encouraging to hear of healthy visitor numbers coming to the region during the summer period while the effects of the end of JobKeeper at the end of March remain a concern for employers and business advocacy groups such as the Victorian Chamber of Commerce and Industry and Victorian Tourism Industry Council.

While the Australian economy is seen to be improving those who have invested in the visitor economy are likely to take some time yet to recover.

The agriculture sector continued to benefit from buoyant commodity prices for sheep, cattle and grains and seasonal conditions overall were favourable during the pandemic, despite water carting commencing north of Avoca late last year.

What has been different for the agriculture sector has been the isolation caused by Covid19 restrictions. The absence of winter sports last year and inability for producer groups such as Bestwool/Bestlamb, cropping and landcare networks to gather for meetings will have contributed to the seclusion of farmers. While many

programs were delivered on-line rather than in person, the same degree of social cohesion was absent over the past twelve months.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The Working for Victoria funded Economic Development officer position which has provided an avenue for support for our small businesses will end around mid-2021, and Council may wish to consider an ongoing role for an Economic Development officer position to assist existing and new business development. The cost of a full-time position including on costs and materials is \$115,000 per annum

CR CLARK / CR VANCE

That Council:

1. Notes the information provided in this report and continues to monitor the implementation of the Economic Development Strategy.
2. Refers the matter of an ongoing Economic Development Officer position to its 2021/22 budget process.

CARRIED

ASSET AND DEVELOPMENT SERVICES

13.2 UNUSED ROAD – PARISH OF CARNGHAM

Katie Gleisner – Manager Planning and Development

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

File No:

PURPOSE

The purpose of this report is for Council to consider making a determination that a section of government road, in the parish of Carngham, is not considered to be required for public traffic and is an unused road.

BACKGROUND

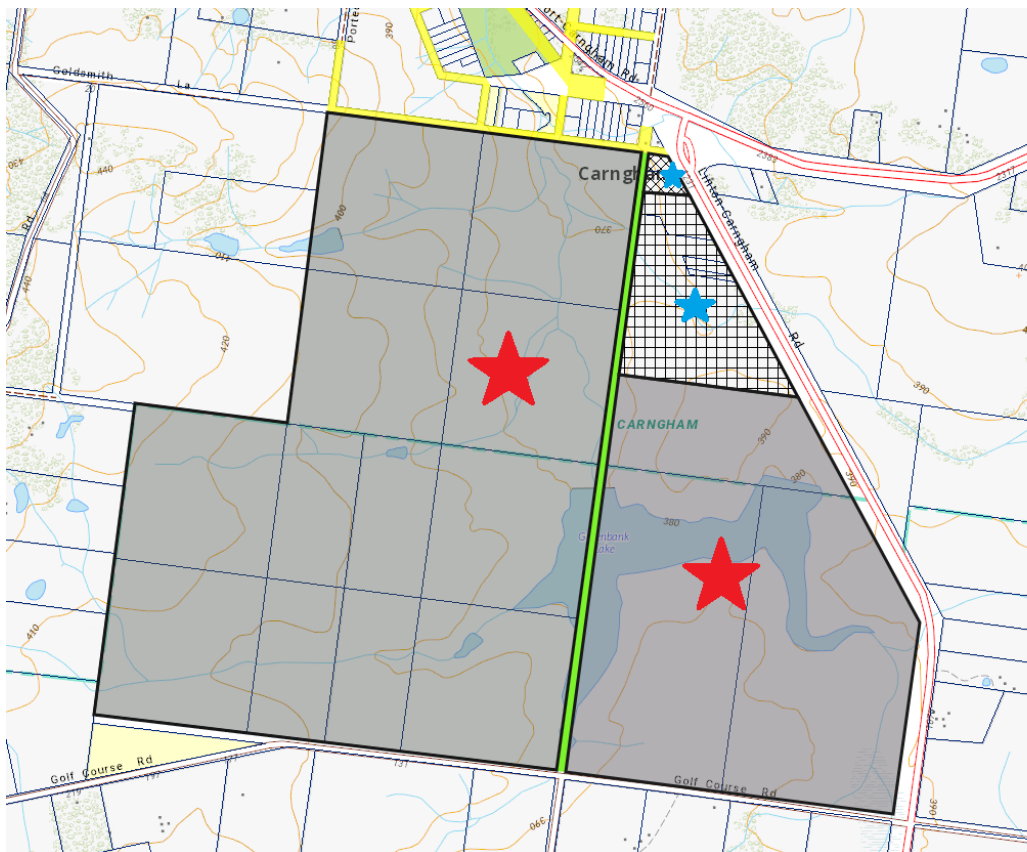
Council has received a request from a property owner, seeking that Council gives notice to the Secretary of the Department of Environment Land Water and Planning, advising that the section of unused government road, adjoining the eastern boundary of Lot 2 on TP959441, portion 4 and Lots 2 and 3 on TP600579 in the parish of Carngham, is not required for public traffic and is unused, in accordance with section 400 of the *Land Act 1958*.




The landowner has made an application to the Department of Environment Land Water and Planning, to licence the described portion of road in accordance with section 138 of the *Land Act 1958*, for the purposes of grazing and weed control activities.

The section of unused road is currently not made, maintained or on Council's road register. It is fenced into the applicant's freehold property and traverses the Greenbank Lake. It extends north from Golf Course Road for 1.6km and stops prior to the Linton-Carngham and Beaufort-Carngham roads intersection.

The unused road has the potential to provide a means of secondary access to two adjoining landowners, however an existing unused road license and the Greenbank Lake, physically limit access to the sections of road that adjoin the neighbouring properties. Further, both neighbouring properties are accessible from the Linton-Carngham Road and have not previously demonstrated a need to utilise the subject section of unused road.

The intent to licence was advertised in the Ballarat Courier – Public Notice on the 19th February 2021.



-  Applicant's property
-  2x Neighbours
-  Subject road

ISSUE / DISCUSSION

Before the Department of Environment Land Water and Planning can enter into a licence agreement over the described land, Council must have first provided notice that the road is not required for public traffic and is unused.

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The management responsibility that currently rests with Council will be transferred to the applicant at such time as a licence under section 130 of the Land Act is issued.

CONCLUSION

The subject road is not currently utilised for the purposes of access, and as such, giving notice that the it is not required for public traffic and is unused, will not impact accessibility for other landowners within the vicinity.

CR EASON / CR CLARK

That Council gives notice to the Secretary of the Department of Environment, Land, Water and Planning, advising that the section of unused government road, adjoining the eastern boundary of Lot 2 on TP959441, portion 4 and Lots 2 and 3 on TP600579 in the parish of Carngham, is not required for public traffic and is unused, in accordance with section 400 of the *Land Act 1958*.

CARRIED

13.3 PA3021/20 – USE AND DEVELOPMENT OF A SINGLE DWELLING AND ASSOCIATED SHED – PLANNING PERMIT APPLICATION

Katie Gleisner – Manager Planning and Development

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

File No: 101039930

CR VANCE / CR EASON

That Council:

1. Notes that the planning permit applicant has sought an amendment and is currently preparing additional information to be considered in the assessment of the application;
2. Acknowledges that the report presented in this agenda will not be considered in its current form; and
3. Requests that an amended report be submitted for decision, once the application amendment has been processed and assessed.

CARRIED

PURPOSE

The purpose of this report is to provide Council with information on State and Local Planning Policy that is relevant to making a determination on Planning Permit Application PA3021/20 for the Use and development of a single dwelling at Crown Allotment 65 Section D Parish of Barkly (Vol: 06718, Fol: 429) at Frenchmans-St Arnaud Road, Barkly.

BACKGROUND

Council has received a planning permit application for the use and development of a single dwelling and associated shed. The proposed dwelling contains a master bedroom with ensuite and walk in robe, three additional bedrooms, a kitchen and meals area, family area, study, living room, alfresco and attached garage. The proposed shed is 8 metres by 12 metres.

The site falls within the Farming Zone and is subject to the Restructure Overlay.

The proposed use and development is subject to a planning permit in accordance with:

- Clause 35.07 (Farming Zone) of the Pyrenees Planning Scheme – which specifies that a permit is required if the *section 1* condition (lot size must be at least 40ha) is not met; and
- Clause 45.05 (Restructure Overlay) of the Pyrenees Planning Scheme, which specifies that a permit is required to construct or extend a dwelling or other building.

Site and surrounding context

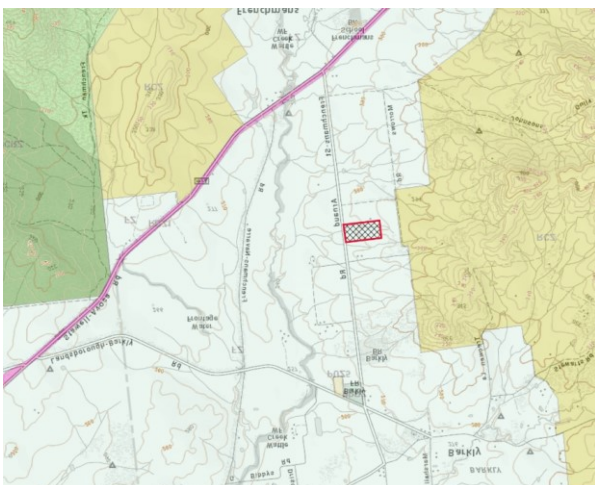


Figure 1: Site context (VicPlan)

Location:	Crown Allotment 65 Section D Parish of Barkly (Vol: 06718, Fol: 429), Frenchmans-St Arnaud Road, Barkly
Area:	8.09ha
Current use:	Vacant
Existing Structures:	A single dam
Access:	The site is accessible via the Frenchmans-St Arnaud Road which adjoins the western boundary of the lot.

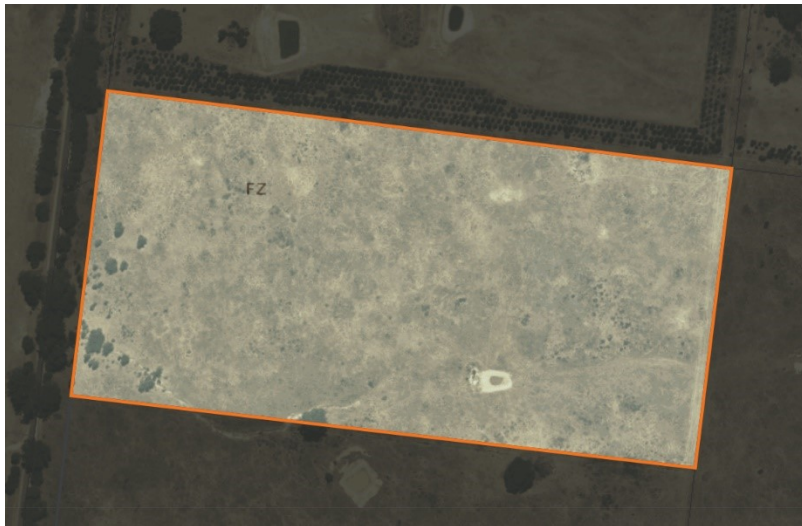


Figure 2: Aerial of the Subject site (VicPlan)

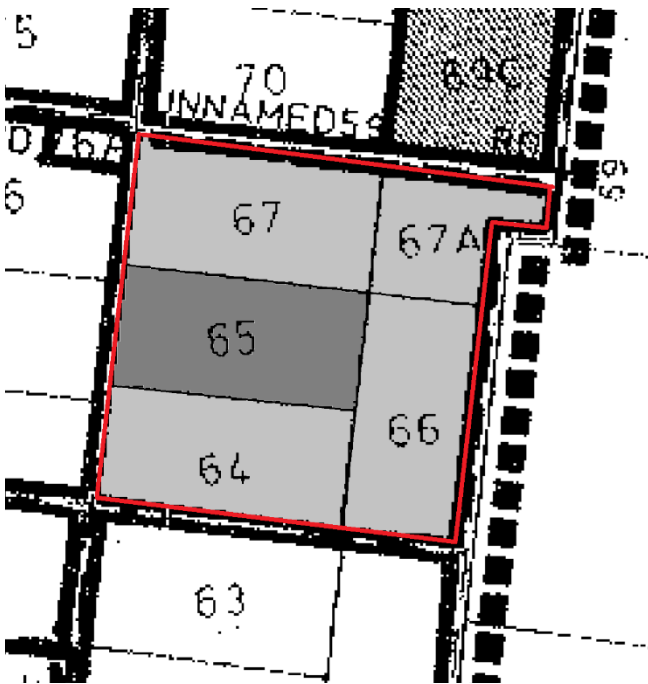


Figure 3: Screenshot of subject Restructure Parcel from Restructure Overlay Wattle Creek Environs RO2

The site is contained within a *Restructure Parcel* (bordered red above) that incorporates the following lots:

- Crown Allotment 67 Section D Parish of Barkly (Plan 02074);
- Crown Allotment 67A Section D Parish of Barkly (Plan 02074);

- Crown Allotment 66 Section D Parish of Barkly (Plan 02074);
- Crown Allotment 64 Section D Parish of Barkly (Plan 02074); and
- Crown Allotment 65 Section D Parish of Barkly (Plan 02074) – Lot subject to the application.

All five lots subject to the restructure parcel are in separate ownership.

The total Restructure Parcel area is 35.99ha, and whilst supporting the capacity to construct one dwelling on the collective lots, is also of sufficient size to permit the construction of a second dwelling, subject to assessment against the Pyrenees Planning Scheme.

The formula applied to support the justification of a second potential dwelling is as follows:

$$N = A/20$$

where N = number of dwellings (corrected to nearest whole number) and A = area in hectares of the Restructure Parcel.

In the case of the subject Restructure Parcel:

$$N = 35.99/20 \text{ where } N = 1.7995 = 2 \text{ dwelling entitlements.}$$

The first of the dwelling opportunities has been expended at Crown Allotment 67 Section D Parish of Barkly (Plan 02074), being 10 Morrows Lane, Barkly. The second dwelling opportunity remains available and has enabled the making of this planning permit application.

REFERRALS AND NOTICE

Under Section 52 of the *Planning and Environment Act 1987* (The Act), notice was sent to eight (8) adjoining landowners under Clause 35.07 - Farming Zone. Public notice was also provided through Council's website.

The application was subject to an internal referral to Council's Environmental Health Department, which does not oppose the proposed development subject to conditions.

SUBMISSIONS

A submission was received by an adjoining landowner, in relation to the foreseen impact that supporting the proposed use and development, would have on the adjoining land's capacity to construct a dwelling.

This submission was made in relation to provisions of the *Restructure Overlay* and the implications that supporting the proposed application would have on adjoining lots.

Activities within the *Restructure Overlay* are exempt from the notice requirements of the Act. This exemption also applies to an objectors' rights to have a decision, made by the Responsible Authority, reviewed by VCAT.

The submission has been provided below:

'I own the land next door to the aforementioned application. I held planning, building and temporary living permits from 2015 until 2019 Building Permit [redacted].

I was aware that the building and temporary living permits had elapsed on my property, holding the belief that the planning permit was permanent and would always apply to my property. I have now discovered this is incorrect.

I have improved my property since purchasing in 2015. I have commenced work on building my house, had first inspection undertaken and are approx. ¼ of the way in building. I put in a 2 megalitre dam, new fences and a service driveway to the house site, a 108sqm shed built and planted over 6,000 trees. [redacted] and as owner builders our project just kept delaying when the

last building permit was due to expire which meant we could not live there we used our funds to purchase a property in Landsborough with the view to regroup and save to restart the project in the future to return and eventually live there. I continue to go there at least 5 days per week to tend to the gardens that I have established and to enjoy the quiet beauty of the area.

Owing to the subdivision of these allotments I am aware that only two dwellings can be erected. If this planning permit is granted, then I will no longer be able to complete my project. I cannot express how devastating this would be to me.'

Officer Comments

In accordance with section 60 (1) (c) of the Act, Council must consider the submitted objection, before deciding on the application.

It is the officer's assessment that the grounds provided within the submission have been made in relation to provisions of the Restructure Overlay.

The 'second dwelling' entitlement referred to in the objection above, was previously assigned to Crown Allotment 64 Section D Parish of Barkly (Plan 02074) through a planning permit which was granted in August 2015 for the Use and Development of a Single Dwelling. This planning permit expired in August of 2019 due to the non-completion of works, with the capacity to request an extension expiring in August 2020.

ISSUE / DISCUSSION

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.

The *Pyrenees Planning Scheme* and the *Act* highlight the importance of and seek to protect agricultural and rural land from fragmentation and inappropriate residential development. It also seeks to ensure that proposed use and developments do not compromise environmental values of an area or create the potential for conflict between land uses.

The incremental loss of agricultural land and dispersion of inappropriate land use activities is negated through the implementation of the Restructure Overlay in this instance. The overlay seeks to restructure old inappropriate subdivisions to protect agricultural land and reduce dispersed urban activities in the rural environment.

Clause 21.05-1 of the scheme identifies that there has been and remains a serious concern that speculative fragmentation of land ownership and ad hoc commitment of isolated small parcels to rural residential and other small lot rural development will cause serious planning problems including:

- Introduction of inappropriate and unusual land management practices (related either to under or over utilisation of the land);
- Destabilisation of agricultural land values and introduction of inappropriate rural land uses into established agricultural areas;

- Increased demand for provision of public services and infrastructure in remote rural areas (at major cost to the public purse); and
- Vulnerability of people and property to wildfire.

Clause 21.05-6 emphasises the importance of protecting agricultural land from fragmentation and dispersed urban activities (including small lot residential development). It states that *extensive small lot rural development is considered to be unsuitable particularly where this involves the construction of a house and associated facilities and is likely to result in adverse environmental, economic and social impacts. There is no demonstrated community need for extensive small lot settlement in these areas. In this regard, ad hoc and piece-meal development of these areas for small lot rural purposes is likely to result in unacceptable levels of land use conflict and misuse of land*

Decision guidelines particularly relevant to the assessment this application include:

- Whether the use or development will support and enhance agricultural production
- How the use or development relates to sustainable land management.
- The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.
- The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.

In instances where lots are less than 40ha, such as this matter, the Farming Zone allows for permit applications to be made (section 2 use), however the application must demonstrate how the proposed use and development meets the objectives of the zone.

A Responsible Authority must also consider *Clause 65 Decision Guidelines* where:

‘Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.’

The application before council fails to establish how the proposed use and development responds to the decision guidelines relevant to the site. Specifically, there is a failure to demonstrate how a dwelling at this location will provide for or enhance agricultural production, or justify the need for a dwelling in order to support the proposed agricultural activities.

There are many VCAT cases where the impact of development on agricultural land has been debated. A recent example of this includes the matter of *BWK Properties Pty Ltd v Pyrenees*, where the presiding member concurred that *“... the difficulty here is that while the loss of small amounts of productive land may seem minor, perhaps even trivial to some, it is the cumulative effect of continually nibbling away at the agricultural land base in small chunks and the consequences which should drive decision making”*.

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

13.3.1 - Application PA3021/20 (*circulated separately*)

13.3.2 - Copy of Submission (*circulated separately*)

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

FINANCIAL / RISK IMPLICATIONS

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 application does not satisfactorily demonstrate how the proposed use and development accords with the purpose and decision guidelines of the Farming Zone and Restructure Overlay. Specifically, it fails to demonstrate how the proposed dwelling will support and enhance agricultural productivity.

Residential uses and development, which creates the permanent loss of agricultural land, should be discouraged and directed towards areas designated for such residential purposes.

OFFICER RECOMMENDATION

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 Refusal to Grant a Planning Permit under the provisions of the Pyrenees Planning Scheme for the Use and development of a single dwelling & associated shed at Frenchmans-St Arnaud Road, Barkly being Crown Allotment 65 Section D Parish of Barkly (Vol: 06718, Fol: 429) because:

1. The proposed use and development is not supported by local policy objectives and strategies (Clause 21.01-21.06) of the Pyrenees Planning Scheme.
2. The proposed use and development does not comply with Clause 35.07 – Farming Zone or Clause 45.05 - Restructure Overlay of the Pyrenees Planning Scheme.
3. The proposed use and development does not support State Planning Policy objectives and strategies relating to the protection of agricultural land, land use compatibility and inappropriate small lot residential development.

13.4 PA3011/20 PLANNING PERMIT APPLICATION – AGRICULTURAL SHED UPDATE

Katie Gleisner – Manager Planning and Development

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

File No: 311003000

PURPOSE

The purpose of this report is to provide Council with further information regarding PA3011/20 and to seek a further resolution on the matter.

BACKGROUND

Council received an application for a planning permit for the use and development of land for agriculture and associated works at Crown Allotment 30, Section Z, Parish of Amphitheatre (Vol: 05623, Fol: 526), Egans Lane, Glenlogie VIC 3469.

The matter was considered by Council at its December 2020 meeting, where the officer recommendation was to Issue a Notice of Refusal to grant a planning permit under provisions of the Pyrenees Planning Scheme, due to the proposed use and development not being supported by local and state planning policy objectives and strategies; which relate to protecting environmentally sensitive land with identified environmental hazards.

When considering the report and recommendation, it was resolved that *Council lay the decision on the table*, with the intent of providing the applicant with additional time to respond to the matters raised by officers.

On the 8th of February 2021, officers received written notice from the applicant, advising that they formally withdraw the planning permit application. The primary reason provided related to the inability to demonstrate legal access to the site.

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

Nil

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with the report.

CONCLUSION

Due to the planning permit application being formally withdrawn, a decision on the application is no longer required.

CR EASON / CR VANCE

That Council:

1. Takes the decision from the table; and
2. Acknowledges that there is no further action required in relation to the administration of planning permit application PA3011/20.

CARRIED

CORPORATE AND COMMUNITY SERVICES

13.5 PROJECT MANAGEMENT PRINCIPLES

Laura Buchanan – Project Management Facilitator

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

File No: 16/21/04

PURPOSE

The purpose of this report is to seek Council endorsement for the Project Management Vision and Principles that form the basis for the organisation's Project Management Policy and Framework.

BACKGROUND

Council manages several projects annually, from large externally funded capital projects, to smaller community projects and internal change management projects. Many projects are well planned for and identified in the Council Plan or other strategic documents. Others can result from the impact of emergency, or as Council takes advantages of unexpected funded opportunities. The development and implementation of a project management Vision and Principles supports a policy and framework to ensure consistent and effective project management processes occur across the organisation.

The successful delivery of Council's projects is a key priority of the organisation's operational goals. This is not limited to supporting delivery of projects on time and to budget, but also to ensure well scoped projects that meet community or organisational needs and provide ongoing community benefits by enhancing community amenity or ensuring best practice corporate support and service delivery.

The adoption of the following Project Management Vision and Principles by Council, followed by the successful implementation of project management policy and framework will result in the reduced work stress associated with project and change management, enhanced community benefits and relationships with funding bodies and support the realisation of Council's strategic objectives. The project management vision, principles, policy, and framework were developed based upon consultation with staff, referencing best practice project management.

ISSUE / DISCUSSION

The Project Management vision developed for the organisation is 'A sustainable project load and pipeline that delivers real and ongoing community benefits.' This refers to ensuring that we are optimising rather than exceeding our project management capacity, as well as having a clear idea of the projects that we aim to deliver in the medium to long term to maximise community benefits. Projects in the pipeline would all be scoped so that as opportunities to fund them arise, Council is well-positioned to take advantage of those opportunities.

Currently, Council is above capacity in terms of its project load, putting additional work stress on staff, compromising relationships and reputations with funding bodies and communities, and potentially resulting in additional financial costs on Council as poor scoping results in delivery shortfalls. We also do not have a well-defined pipeline, which results in reactive decision-making as opportunities to fund projects become available and attempting to deliver poorly scoped projects.

The project management principles provide guidance on the characteristics of effective and efficient project management to ensure the vision is upheld. The principles are the foundation for effective project management and ensuring community benefits are realized.

Vision



Defined	The project should be well-defined in terms of outcome and relationship to strategic organisational goals and expected benefits.
Responsibility and accountability	A single project manager with appropriate skills and experience and willingness to take responsibility for the work, with support from an identified project sponsor.
Leadership	An informed and supportive management that delegates authority to the project manager and supports timely and accurate decision-making.
Teamwork and collaboration	A dedicated team of qualified people with clearly defined roles, capacity to do the work and the willingness and means to regularly communicate and collaborate.
Planned	An integrated plan that outlines each action, time involved, risk mitigation and quality benchmarks required to reach the goal.
Engagement and transparency	A stakeholder engagement plan that clearly defines mechanisms for stakeholder engagement and elements that stakeholders can influence.
Financially sound	Budget appropriately allocated and monitored.
Quality control	Quality benchmarks identified and documented from the outset. The project is regularly monitored to ensure quality benchmarks and timelines are met.
Evaluative	Upon closure of the project, a review with the project team against the project management principles.

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

- 13.5.1 - Project Management Vision and Principles (*circulated separately*)
- 13.5.2 - Project Management Policy (*circulated separately*)
- 13.5.3 - Project Management Framework (*circulated separately*)
- 13.5.4 - Project Management Survey Report (*circulated separately*)

FINANCIAL / RISK IMPLICATIONS

Council is currently managing several externally funded and ratepayer funded projects which constitutes financial obligations of several million dollars. Without the effective implementation of a project management framework, Council risks financial mismanagement, resulting in unplanned expenditure of ratepayer funds, as well as potential reputational damage with funding bodies and communities. Furthermore, the implementation of the framework will ensure that going forward, projects are well scoped, fostering a culture that is well-planned and forward-looking and an organisation is best-placed to deliver real and ongoing community benefits through quality projects.

CONCLUSION

The current project load that Council is carrying is unsustainable resulting in both financial and reputational risks to the organisation. The development and implementation of the project management policy and framework, which includes the vision and principles will support better project management outcomes into the future.

CR CLARK / CR EASON

That Council

1. Endorses the Project Management Vision and Principles and apply them accordingly when considering new projects and in the development of high-level ideas and problems via the Council Plan and when making decisions about the allocation of resources to support project management.
2. Acknowledges that this approach will result in a sustainable project load and pipeline and the realisation of real and ongoing benefits for Pyrenees communities.

CARRIED

13.6 REPEAL OF LOCAL LAW NO. 1 – MEETING PROCEDURES

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: 46/08/08

PURPOSE

The purpose of this report is to seek Council's resolution to commence the process of repealing Local Law No.1 – Meeting Procedures.

BACKGROUND

The Pyrenees Shire Council Local Law No.1 Meeting Procedures was adopted by Council on 17 April 2012. Local Law No.1 was developed for the following objectives:

- To provide for the orderly conduct of Council meetings and provide procedures for fair and open decision making,
- To regular the proceedings for the election of the Mayor, Deputy Mayor, and the chairperson of any special committees, and
- To regular the use of the common seal of the municipality.

In 2020, the enactment of the *Local Government Act 2020* introduced obligations upon Council to adopt Governance Rules to include:

- Council meeting procedures and conduct
- Meeting procedures and conduct of Delegated Committee meetings
- Mayoral elections
- Disclosure of conflicts of interest procedures

Council adopted its first Governance Rules document in August 2020.

The making or revoking of subordinate legislative instruments, including Local Laws, must be undertaken in accordance with the *Subordinate Legislation Act 1994* and Division 3 sections 71 to 86 of the *Local Government Act 2020*.

ISSUE / DISCUSSION

Council adopted the Governance Rules document in August 2020 in accordance with section 60 of the *Local Government Act 2020*.

The Governance Rules replaced meeting rules provided as part of the Pyrenees Shire Council Local Law No.1 and resolved, at its meeting in August 2020, that Council officers should commence the process to amend the Local Law No.1 to remove provisions relating to meeting procedures.

The only provision within the Local Law No.1 not covered by the Governance Rules is that pertaining to the use of the Council Seal. Section 14 of the *Local Government Act 2020* (the Act) states that:

- S.14(1)(b) A Council must have a common seal.
- S.14(2) The common seal of a Council must:
 - S.14(2)(b) be kept at the Council office, and
 - S.14(2)(c) be used in accordance with any applicable local law.

The Act does not specify that a local law must be in place and it is considered appropriate that a Policy detailing the use of the seal would suffice.

The current Local Law No.1 does not specify a sunset provision and Section 84(1) of the Act provides for a local law (unless sooner revoked) be revoked 10 years after it came into operation – which would be February 2022. There is no requirement under the Act for community engagement or consultation to be undertaken for the revocation of a local law.

To avoid confusion, and in accordance with Council’s resolution to remove the parts of the Local Law No.1 appertaining to meeting procedures, it is now recommended that:

1. Council resolves to revoke Local Law No.1 Meeting Procedures with immediate effect; and
2. That the draft Council Seal Policy be adopted to govern use of the Pyrenees Shire Municipal Common Seal.

A copy of the draft Council Seal Policy is attached to this report for Council’s consideration and adoption.

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

13.6.1 - DRAFT Policy – Council – Use of the Council Common Seal (*circulated separately*)

FINANCIAL / RISK IMPLICATIONS

Revocation of the Local Law No.1 will remove any confusion in the processes to be followed in the administration and conducting of Council meetings.

CONCLUSION

In August 2020, Council adopted new Governance Rules which rendered the existing Local Law No.1 unnecessary. The only part of Local Law No.1 now relevant provides for the use of Council’s common seal which can be governed instead through Council Policy. Council is requested to endorse community consultation in preparation for the revocation of Local law No.1 and to adopt a new Policy for the use of the Council Common Seal.

CR VANCE / CR EASON

That Council:

1. Council resolves to revoke Local Law No.1 Meeting Procedures with immediate effect; and
2. That the draft Council Seal Policy be adopted to govern use of the Pyrenees Shire Municipal Common Seal.

CARRIED

13.7 COMMUNITY GRANTS 2020/21 – ALLOCATION OF ROUND 1 – ADDITIONAL INFORMATION

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 provide Council with additional information regarding an application undecided for Round 1 2020/21 Community Grants.

BACKGROUND

At its meeting on 16 February 2021, Council resolved the following:

1. That Council seeks further information in respect of Beaufort Progress Association Inc's application and that a report be brought to a future Council meeting for decision.

ISSUE / DISCUSSION

An application was received from the Beaufort Progress Association (BPA) under the Community Grants Scheme as part of Round 1 in 2020/21 financial year.

The application was for a capital grant of \$2,300 to support the purchase and installation of steel gates at their premises which are leased from a private operator.

This application was similar to one received in 2020, which was denied. Concern was expressed by Councillors that Council funds might be used to improve privately owned facilities, rather than community owned and further information was sought in this regard.

- The BPA is part-way through establishing a co-working space at the old service station premises, Neill Street, Beaufort. The gates are requested to provide increased security outside of normal hours to a partially planted Indigenous garden, future on-loan art installations, and rear tenants occupying the premises.
- The premises are designed to support local micro/small businesses who cannot afford costly premises, and for creative people e.g. artists, musicians, and sculptors. The space is designed to include exhibition and events space, indoor and out. Currently the office spaces are fully tenanted by Beaufort locals who would not otherwise be located in Beaufort.
- The BPA considers these premises to fit within the Pyrenees Shire Council's tourism, positive ageing, health & wellness, and environmental strategies.
- The BPA is a not for profit incorporated legal entity formed under the Associations Incorporation Reform Act 2012.
- The BPA has previously received government funding for development of the site including from the commonwealth through the Stronger Communities Program, and from the state government through the Creative Victoria Program, as well as funding from local sources.
- The BPA has a rental agreement in place with the owner of the site and it is the intent of BPA to continue to occupy the site into the foreseeable future. The Lease is in joint names of Beaufort Progress Association and Rainbow Arts and Culture Foundation with the owner United Energy. BPA have occupied the site for two years and the lease ends in November 2021 with an option to renew.
- When looking to establish their site in Beaufort, BPA has advised that there were limited opportunities available to locate on publically available land which necessitated the use of the privately owned service station which has been vacant for several years.

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

All risks have been discussed as part of the body of this report.

CONCLUSION

Council allocated monies in February 2021 as part of its Community Grants Scheme. The decision on one application was deferred subject to the receipt of further information.

CR CLARK / CR EASON

That Council approves the allocation of \$2300 to the Beaufort Progress Association under the Community Grants Program for the purchase and installation of steel gates at the old service station premises in Neill Street, Beaufort.

CARRIED

CHIEF EXECUTIVE DEPARTMENT

13.8 COUNCILLOR CODE OF CONDUCT SIGNING

Jim Nolan – Chief Executive Officer

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

File No: 16/24/12

PURPOSE

The purpose of this report is to provide an opportunity for Councillors to sign the Councillor Code of Conduct 2021.

BACKGROUND

At the Ordinary Council Meeting on 16 February 2021, Council formally adopted the Councillor Code of Conduct 2021 in accordance with section 139 of the Local Government Act 2020.

The Council Meeting was conducted virtually because of the circuit breaker lockdown announced by the Premier on 12 February. This meant that Councillors were not able to attend the meeting in person and therefore not able to sign the Code of Conduct that was adopted at the meeting.

ISSUE / DISCUSSION

An opportunity is provided for Councillors to sign the document in the presence of the Chief Executive Officer to demonstrate publicly their commitment to uphold the adopted Councillor Code of Conduct.

For any Councillor unable to attend the meeting in person, arrangements can be made for the signing at another suitable time.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

The *Local Government Act 2020* was enacted in April 2020 and section 139 of the Act requires Council to adopt a new Councillor Code of Conduct within 4 months of the general election.

ATTACHMENTS

13.8.1 - Councillor Code of Conduct 2021 (*circulated separately*)

FINANCIAL / RISK IMPLICATIONS

Nil

CONCLUSION

An opportunity is provided for Councillors to sign the document in the presence of the Chief Executive Officer to demonstrate publicly their commitment to uphold the adopted Councillor Code of Conduct.

OFFICER RECOMMENDATION

That Councillors sign the Councillor Code of Conduct.

Cr Eason, Cr Clark, Cr Ferrari and Cr Vance signed the Councillor Code of Conduct, witnessed by the Chief Executive Officer. Cr Kehoe, as an apology, will be provided with an opportunity to sign the Code.

14. COUNCILLOR REPORTS AND GENERAL BUSINESS

Cr Clark

- The Waubra community is feeling the loss of Nancy Dean who was an absolute stalwart of the Waubra community. She received citizen of the year award in the Lexton Shire in 1994 and then again in the Pyrenees Shire in 2014. She was the first lady to join the Lions Club in this region and held many positions.
- Attended the regular meetings of CVGA, the LLEN and Langi Kal Kal representative group.
- Attended a number of successful Councillor cuppas at both the Beaufort Senior Citizens Centre and Lake Goldsmith Hall.
- Thanked Council for their support for nominating to be MAV Chair. Really looking forward to the role. Had a meeting with Minister Leane who noted the good things happening in Pyrenees such as Correa Park.

Cr Vance

- Congratulations to Cr Clark on being elected as Chair of the MAV.
- Attended a meeting at Natte Yallock in relation to the securing a water supply to Moonambel. It was pleasing to see so many people in attendance, in particular community members.
- Attended a Timber Towns Victoria meeting. There has been a taskforce set up by Wellington Shire to object to VEAC's proposal to close forests. Timber Towns Victoria is asking for Councils from the Central Highlands Region to provide a submission on the ramifications of closing the forests. Submissions are to be forward to Secretary of TTV.
- Attended the Rural Councils Victoria meeting held last week. RCV is organising the Rural Summit which will be held in Nagambie 15-18 May 2021. Guest speakers include Bernard Salt, Minister Leane and Minister Thomas.
- Undertook a site inspection in Frenchmans, Redbank and Moonambel. Details of the issues have been passed on to Council staff.

Cr Eason

- Attended the Councillor cuppa and chat at Lake Goldsmith to meet with local residents. Found it very informative and hopefully the residents also found it informative.
- Opened the CWA local district conference in Avoca. It is great to see events such as these up and running again.
- Attended the meeting for the North East pipeline to try and get a reliable water supply to Moonambel. Water projects such as this, is what our farmers need to drought proof their farms.
- Congratulations to Cr Clark on becoming the Chair of the MAV.
- Note there has been some incorrect information in the latest print of the Pyrenees Regions Visitor Guide. Suggest that Councillors are able to review the document before going to print.

Cr Ferrari

- Attended the weekly Mayor and CEO meetings.
- Recommended the Councillor cuppa and chat after not being able to run them last year. The personal conversation with members of the public is invaluable.
- Attended the Rotary Club signage meeting.
- Attended the Return of the Union Flag event held recently in Beaufort. The flag carries some significant history for the town of Beaufort and will be house at the Historical Society.
- Met with Minister of Local Government Minister Leane along with the CEO which was a very worthwhile meeting. Minister Leane was genuinely interested in the projects in our municipality.

- Attended the meeting at Natte Yallock around the water project.
- Congratulations to the organisers and volunteers of the Beaufort Car and Truck Show. There was a significant amount of work to get the event up and running and it was very successful.
- Attended the CFA State Championships in Waubra. There were a lot young participants on the day. Much of the CFAs work is done voluntarily and is a credit to the organisation.
- Congratulations to Cr Clark on being elected as Chair of the MAV.

15. CONFIDENTIAL ITEMS

CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

That, pursuant to the provisions of Section 4.1.1(c) of Council's Governance Rules 2020, and Section 66 of the Local Government Act 2020, the meeting be closed to the public in order to consider confidential matters.

CR EASON / CR CLARK

That the meeting be closed to members of the public pursuant to the provisions of Section 4.1.1(c) of Council's Governance Rules 2020, and Section 66 of the Local Government Act 2020 in order to discuss the confidential reports listed below:-

- 15.1 Power Purchase Agreement
- 15.2 Business Support – Pyrenees Hay
- 15.3 Land Purchase Avoca
- 15.4 CEO Review

CARRIED

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

CR VANCE / CR EASON

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

CARRIED

The Mayor advised that items 15.1 to 15.4 were discussed in the closed section of the meeting and decisions made in relation to those items.

17. CLOSE OF MEETING

Meeting closed at 8.00pm

Minutes of the meeting confirmed _____

2021

Mayor