



Pyrenees
Shire Council

Agenda

Ordinary Meeting of Council

6:00pm Tuesday 20 April 2021
Council Chambers
Beaufort Council Offices
5 Lawrence Street, Beaufort

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1. WELCOME

2. STREAMING PREAMBLE

As the meeting Chair, I give my consent for this Open Council Meeting to be streamed live, recorded and published online. Anyone who is invited to read out a question or a presentation will be recorded and their voice, image and comments will form part of the livestream and recording.

The Chair and/or the CEO have the discretion and authority at any time to direct the termination or interruption of livestreaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

The stream will stop prior to the closed section of the meeting and will recommence for the conclusion of the meeting.

The public is able to view this livestream via our website at www.pyrenees.vic.gov.au. Should technical issues prevent the continuation of the stream, a recording will be made available on our website.

3. OPENING PRAYER

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

Amen

4. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge 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

6. NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS

7. CONFIRMATION OF THE PREVIOUS MINUTES RECOMMENDATION

That the Minutes of the:

- Ordinary Meeting of Council held on 16 March 2021;
- Closed Meeting of Council held 16 March 2021; and
- Special Meeting of Council held 13 April 2021

as previously circulated to Councillors, be confirmed.

8. BUSINESS ARISING

There was no business arising from the previous meeting held 16 March 2021.

9. PUBLIC PARTICIPATION

Members of the public are encouraged to ask questions of Council at Ordinary Council Meetings. In normal times, questions may be asked by members of the public in person. However, at present community members are not permitted to attend Council meetings in person due the COVID-19 pandemic.

Questions can be submitted online through Council's website, by mail or hand delivered.

Questions are to be received by 12noon on the day of the meeting in accordance with Council's Governance Rules.

A person can submit a maximum of two questions on any topic and the question(s) and its response shall not exceed five minutes.

Questions are read by the Chairperson during Public Participation.

The Chairperson may accept or reject any question or summarise the question before putting it to the meeting.

The Chairperson may disallow a question if it is:

- Phrased as a statement rather than a question;
- Relates to matters outside the duties, functions and powers of Council;
- Is defamatory, indecent, abusive, offensive, irrelevant or objectionable in language or content;
- Is a repetition of a question already asked or answered (whether at the same or an earlier meeting);
- Is aimed at embarrassing a Councillor or Council officer.

The Chairperson or Councillor or Council officer to whom a question is referred may:

- Immediately answer the question;
- Take the question on notice for the next Ordinary meeting;

10. ITEMS FOR NOTING

10.1. ASSET AND DEVELOPMENT SERVICES

10.1.1. PLANNING AND DEVELOPMENT MONTHLY REPORT

Katie Gleisner – Manager Planning and Development Services

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 March 2021.

PART A: PLANNING

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

| Planning Permit Activity Reporting | | | |
|---|----------------------|-------------------|-------------------------------|
| Activity | February 2021 | March 2021 | Financial Year to date |
| Applications received | 10 | 10 | 102 |
| Applications completed | 8 | 9 | 77 |
| Requests for further information | 6 | 3 | 61 |
| Estimated cost of works | \$1,392,380 | \$1,490,932 | \$15,594,641 |
| Enquiry Type | February 2021 | March 2021 | Financial Year to date |
| Pre-purchase enquiry | 58 | 60 | 434 |
| Pre-application enquiry | 100 | 78 | 783 |
| Existing permit enquiry | 13 | 20 | 140 |
| Current application enquiry | 43 | 24 | 263 |
| All other enquiries | 22 | 36 | 233 |
| Total Enquiries | 199 | 218 | 1735 |

STATUTORY PLANNING

STRATEGIC PLANNING

The final elements of the COVID – Outdoor Dining Program are being rolled out this month. This work includes the installation of 4 all-weather outdoor dining ‘cubes’ which will be located in Beaufort and Avoca. The cubes seek to encourage the purchase and consumption of takeaway food and drink, whilst prolonging the time spent within the townships.

Ministerial authorisation has been sought for the public exhibition of planning scheme amendment **C47pyrn** (Lexton, Snake Valley and Waubra framework plans). The planning department are currently working through any bushfire management implications with CFA and the Department of Environment Land Water and Planning, which will form part of the exhibition.

PART B: BUILDING

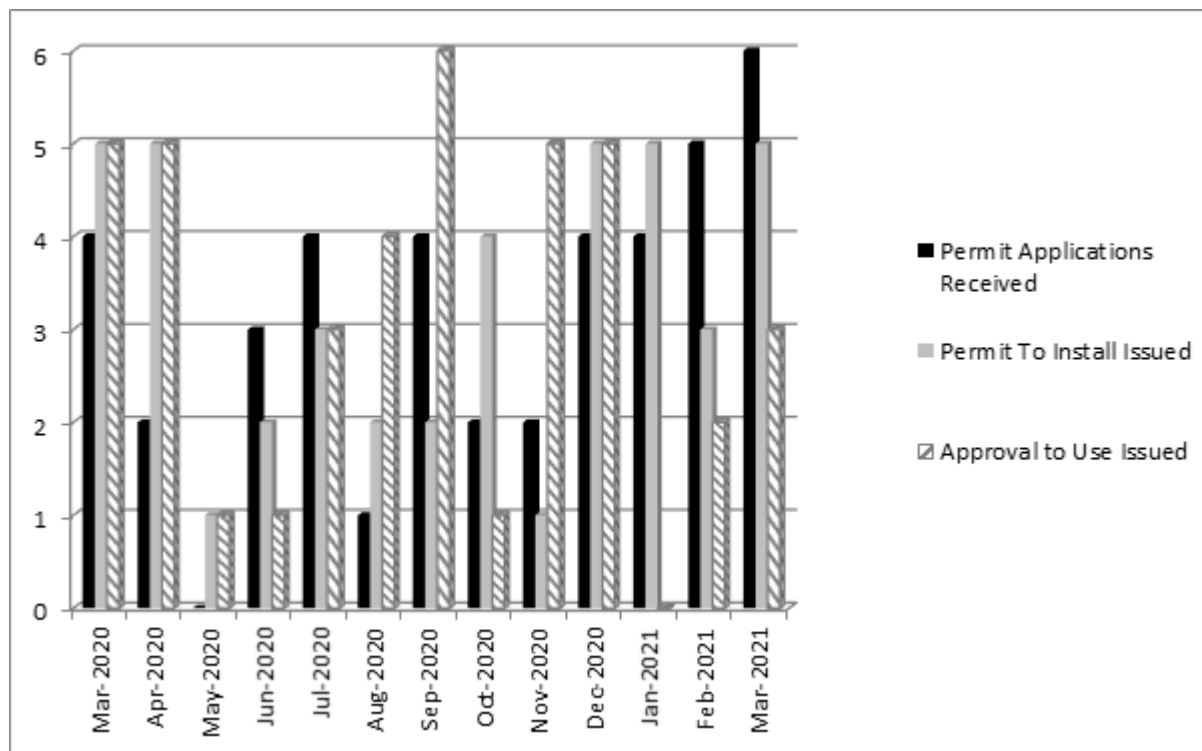
The building statistics as at 31 March 2021 are summarised in the table below:

| CATEGORY | February 2021 | March 2021 | COMMENT |
|---|---------------|------------|--|
| Permits issued by private Building Surveyor | 17 | 12 | |
| 'Property Information Certificates' prepared and issued | 24 | 20 | |
| 'Report and Consent' issued | 1 | 2 | |
| Building Notices | 1 | 1 | |
| Building Order | 5 | 1 | |
| Resolved Building Notices | 1 | 1 | |
| Resolved Building Orders | 3 | 2 | |
| Direction to Fix Building Work | 0 | 0 | |
| Building permit inspections undertaken | 1 | 1 | |
| Council issued permits finalised | 0 | 0 | ** Council have not issued building permits since June 2018. |

Inspections associated with the registration of private swimming pools and spas are nearing completion. 117 pools are currently registered with Council with 13 outstanding.

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 |
|-----------------|--|------------------------------------|------------------------|-----------|
| 1-31 March 2021 | 6 | 5 | 3 | \$2,460 |



| Wastewater related tasks for March 2021 | |
|---|---|
| Septic Tank Inspections | 1 |
| Domestic Wastewater Management Plan Inspections | 6 |
| Domestic Waste Water Service Agent Reports * | 2 |

Activity: Food, Health & Accommodation Premises

| Period | New Premises, Transfers and Renewals | Routine Inspection, Assessments and Follow Ups | Complaints Received about Registered Premises | Food Recalls | Fees Paid |
|-----------------|--------------------------------------|--|---|--------------|-----------|
| 1-31 March 2021 | 0 | 39 * | 0 | 0 | 0 |

- 18 tobacco inspections were conducted this month.

Mobile and Temporary Food Premises in the Shire (Stretrader)

Council issued 12 Statements of Trade in March 2021.

Activity: Immunisations

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

| Session Type | Clients / Vaccines | Two Month to four years old | Secondary School | Adult | Total |
|-----------------------------|--------------------|-----------------------------|------------------|-------|-------|
| Opportunistic March 2021 | Clients | 25 | 28 | 0 | 53 |
| | Vaccines | 62 | 56 | 0 | 118 |

Compliance Issues

Council received two Public Health and Wellbeing complaints in March. These are currently under investigation.

PART D: COMMUNITY SAFETY AND AMENITY

Activity: Animals

| | February 2021 | March 2021 | Total YTD (20/21) |
|------------------------------------|---------------|------------|-------------------|
| Cats Registered | 568 | 567 | - |
| Dogs registered | 2391 | 2376 | - |
| Cats impounded | 4 | 5 | 48 |
| Cats reclaimed | 1 | 1 | 7 |
| Cats Euthanised/surrendered | 3 | 4 | 27 |
| Dogs impounded | 4 | 5 | 18 |
| Dogs Reclaimed | 4 | 4 | 18 |
| Dogs Euthanised/surrendered | 0 | 1 | 1 |
| Stock impounded | 0 | 0 | 2 |

- Proactive property visits have been continued in an effort to encourage pet registration and registration renewal by the 10th of April.
- A dog has been euthanised following an attack on sheep on Beaufort.
- A dog has been euthanised following an attack on a ranger from a neighbouring council. This figure has not been accounted for above, as it has been dealt with by the neighbouring council.

Activity: Infringements

| Infringement Type | February 2021 | March 2021 | Total YTD (20/21) |
|-----------------------------|---------------|------------|-------------------|
| Domestic Animals Act | 0 | 0 | 0 |
| Local Laws | 2 | 0 | 2 |
| Road Safety Act | 0 | 0 | 0 |
| Environment Protection Act | 1 | 0 | 1 |
| Impounding of Livestock Act | 0 | 0 | 0 |

| | | | |
|-----------------------------------|----------|---|----------|
| Other | 0 | 2 | 0 |
| Total Infringements Issues | 3 | 0 | 3 |
| Prosecutions | 0 | 0 | 0 |

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.

- Building Act 1993
- Building Regulations 2018
- Council Plan 2017-2021
- Domestic Animals Act 1994
- Domestic Animal Management Plan 2017-2021
- Domestic Wastewater Management Plan 2015-2018
- Environment Protection Act 1970
- EPA Code of practice – onsite wastewater management
- Food Act 1984
- Infringements Act 2006
- Planning and Environment Act 1987
- 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

In its capacity as Responsible Authority, Council must efficiently administer and enforce the Pyrenees Planning Scheme and comply with requirements of the *Planning and Environment Act 1987*.

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.

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.

Council is required to administer its responsibilities in a way which seeks to provide for a safe and healthy environment in which residents of the municipal district enjoy a quality of life that meets the general expectations of the community. Council is also required to protect its assets and facilitate peace, order and good governance.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Failing to comply with Council's statutory responsibilities may result in an increased risk to community safety and the environment as well as compromised community development outcomes and associated liabilities.

OFFICER RECOMMENDATION

That Council notes this report

10.2. CORPORATE AND COMMUNITY SERVICES

10.2.1. OUTSTANDING RATES & CHARGES

April Ure – Property Revenue Officer

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

File No: 52/08/02

PURPOSE

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

BACKGROUND

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

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

ISSUE / DISCUSSION

As at 6th April 2021, an amount of \$1,867,346.97 for Rates and Charges was classified as being payable to Council. This represents 15.33% of the amount due this financial year.

Council has fourth Instalment payments totaling \$971,683.98, due by 31st May 2021 which is classified as payable but not yet outstanding.

Council has \$895,662.99 which was due and payable on the 15th February 2021 that is yet to be collected. This represents 7.35% of the total generated as payable.

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

| | April 21 \$000's | March 20 \$000's |
|---|---------------------|---------------------|
| Instalments payable by 31 st May | 972 | 1,036 |
| Current Years Rate & Charges Arrears | 896 | 880 |
| Credit Balances | -180 | -116 |
| Total Outstanding | 1,688 | 1,800 |

| Breakdown of Arrears | April 21 \$000's | March 20 \$000's |
|--|---------------------|---------------------|
| General arrangements with Council | 139 | 142 |
| Hardship | 41 | 38 |
| Debt Collection Agency | 645 | 647 |
| Minor Balance (<\$200) | 3 | |
| Arrears without Arrangements (exc Minor Balance) | 69 | 50 |

| | Total Outstanding | 896 | 877 |
|--|--------------------------|------------|------------|
| Rate & Charges Income | | 12,180 | 11,296 |
| Rate & Charges arrears as % of rate income | | 7.35% | 7.95% |
| Balance 30 June 2020 | | | 549 |

The table above shows a breakdown of arrears totaling \$895,662.99 over 531 assessments. (2019/20 year was \$876,979.77 over 544 assessments).

Text messages were issued to all owners with a mobile phone recorded to Council a week before and after the due date giving a friendly reminder about the upcoming payment date. Outstanding Notices were issued to all ratepayers with outstanding balances on 25th February 2021, in line with previous years.

Ratepayers had until the 19th March 2020 to pay the outstanding balance or to contact the Pyrenees Shire Rates Department to make alternative payment arrangements. Outstanding balances after this date were sent to the Debt Collection Agency. Officers have continued to monitor ratepayer Hardship, with 26 current applications having been approved.

Of the outstanding balances, including arrangements with Council and assigned to the Debt Collection Agency, totaling \$895,662.99, the following breakdown of rating differentials occurs.

| | Total Outstanding | Number of Assessments |
|---|--------------------------|------------------------------|
| Non Rateable | \$5,643.31 | 8 |
| Vacant Land <2Ha | \$66,250.58 | 49 |
| Vacant Land Between 2HA & 40HA | \$124,687.99 | 88 |
| Vacant Land >40HA | \$17,922.93 | 8 |
| House Flats etc | \$438,426.88 | 273 |
| Commercial | \$27,253.56 | 12 |
| Industrial | \$10,088.07 | 12 |
| Farms | \$204,012.60 | 77 |
| Recreational & Cultural | \$1,377.07 | 4 |
| | \$895,662.99 | 531 |

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

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

CONCLUSION

As at the 6th April 2021, an amount of \$895,662.99 for Rates and Charges was classified as being outstanding to Council. Ratepayers had to opportunity to make an arrangement with Council. The Debt Collection Agency will seek to collect the outstanding balance of \$645,101.56 in line with the Revenue Collection Procedure.

OFFICER RECOMMENDATION

That Council:

1. receives the Outstanding Rates and Charges report as at 6th April 2021; and
2. requests a further report on the outstanding Rates and Charges at the end of financial year.

10.2.2. UPDATE - ROYAL COMMISSION INTO AGED CARE QUALITY AND SAFETY

Martin Walmsley – Manager Community Wellbeing and Development

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

File No: 36/06/02

PURPOSE

The purpose of this Report is to update Council in relation to the recommendations of the Royal Commission into Aged Care Quality and Safety.

BACKGROUND

The Royal Commission into Aged Care Quality and Safety was established in October 2018, to investigate the safety and quality of aged care (both residential and home based) - with the ultimate goal to improve the health and wellbeing of elderly Australians in aged care. The Royal Commission received 10,574 submissions, 6,800 telephone calls and heard from 641 witnesses at hearings.

The delivery of the Final Report titled *Care, Dignity and Respect* by Royal Commissioners Tony Pagone QC and Lynelle Briggs AO to the Federal Government was made on 26th February 2021 and tabled in the Australian Parliament on 1st March 2021.

ISSUE / DISCUSSION

The over 2,000 pages Final Report outlines 148 recommendations designed to “assist older people to live an active, self-determined and meaningful life in a safe and caring environment that allows for dignified living in old age”.

The Commissioners recommendations include:

- A new Aged Care Act that puts older people first, enshrining their rights and providing a universal entitlement for high quality and safe care based on assessed need.
- An integrated system for the long-term support and care of older people and their ongoing community engagement.
- A System Governor to provide leadership and oversight and shape the system.
- An Inspector-General of Aged Care to identify and investigate systemic issues and to publish reports of its findings.
- A plan to deliver, measure and report on high quality aged care, including independent standard-setting, a general duty on aged care providers to ensure quality and safe care, and a comprehensive approach to quality measurement, reporting and star ratings.
- Up to date and readily accessible information about care options and services, and care finders to support older people to navigate the aged care system.
- A new aged care program that is responsive to individual circumstances and provides an intuitive care structure, including social supports, respite care, assistive technology and home modification, care at home and residential care. In particular, the new program will provide greater access to care at home, including clearing the home care waiting list.
- A more restorative and preventative approach to care, with increased access to allied health care in both home and residential aged care.
- Increased support for development of ‘small household’ models of accommodation.

- An Aboriginal and Torres Strait Islander aged care pathway to provide culturally safe and flexible aged care to meet the needs of Aboriginal and Torres Strait Islander people wherever they live.
- Improved access to health care for older people, including a new primary care model, access to multidisciplinary outreach services and a Senior Dental Benefits Scheme.
- Equity of access to services for older people with disability and measures to ensure younger people do not enter or remain in residential aged care.
- Professionalising the aged care workforce through changes to education, training, wages, labour conditions and career progression.
- Registration of personal care workers.
- A minimum quality and safety standard for staff time in residential aged care, including an appropriate skill mix and daily minimum staff time for registered nurses, enrolled nurses and personal care workers for each resident, and at least one registered nurse on site at all times.
- Strengthened provider governance arrangements to ensure independence, accountability and transparency.
- A strengthened quality regulator.
- Funding to meet the actual cost of high-quality care and an independent Pricing Authority to determine the costs of delivering it.
- A simpler and fairer approach to personal contributions and means testing, including removal of co-contributions toward care, reducing the high effective marginal tax rates that apply to many people receiving residential aged care, and phasing out Refundable Accommodation Deposits.
- Financing arrangements drawing on a new aged care levy to deliver appropriate funding on a sustainable basis.

The Municipal Association of Victoria have provided an overview and summary of the Royal Commission Recommendations, including timelines for implementation.

The Federal Government will formally respond to the Royal Commission Recommendations on Budget night in May.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - 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.

3.1 - Health – Building partnerships to ensure that all residents have access to a range of preventative and health services that enhance the quality of life of our community.

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

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

ATTACHMENTS

1. MAV RC Recommendations Summary Timeline [**10.2.2.1** - 8 pages] – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

N/A

CONCLUSION

The Final Report of the Royal Commission into Aged Care Quality and Safety has been completed and calls for fundamental reform of the Australian aged care system.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.3. CUSTOMER ACTION REQUESTS (CAR) – UPDATE MARCH 2021

Kathy Bramwell – Director Corporate & Community Services

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

File No: 16/08/04

PURPOSE

The purpose of this report is to update Council on requests made through the Customer Action Request System (CARS) for the month of March 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

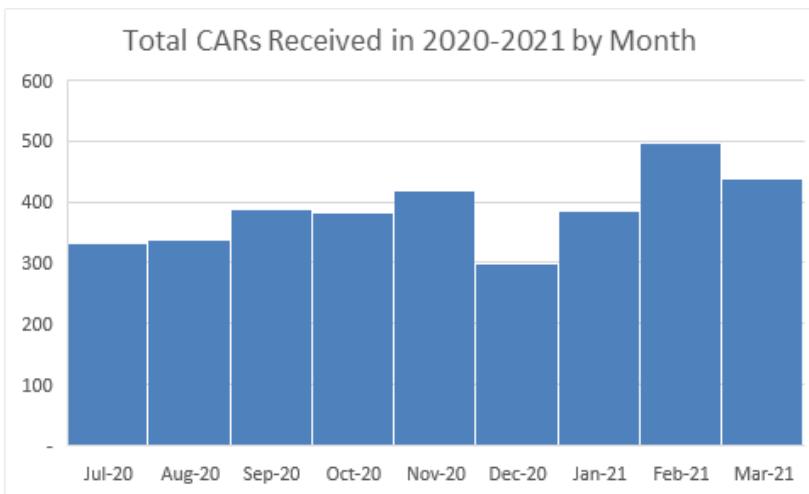
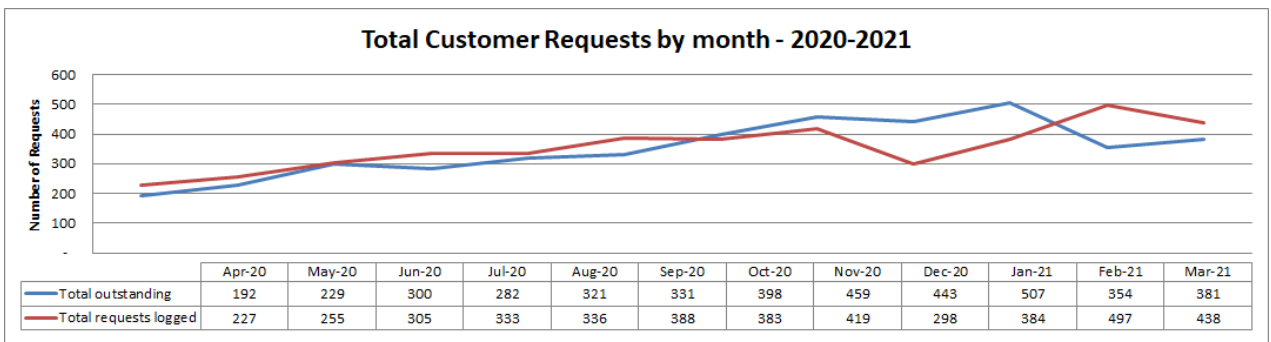
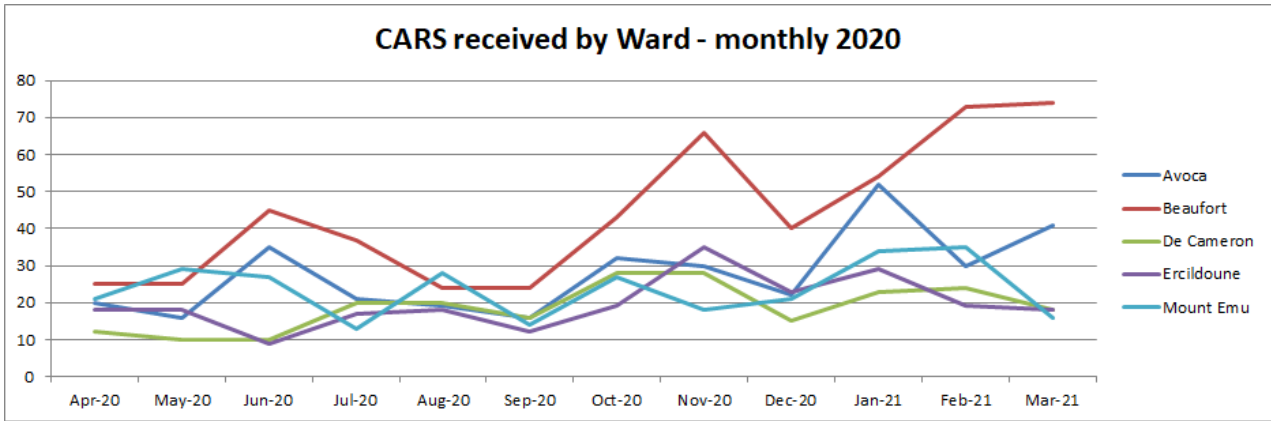
438 CARs were logged in March 2021, 59 less than the previous month. 271 of these requests related to telephone messages. 285 CARs were closed in the month, leaving a total of 381 outstanding, of which 90 related to telephone messages.

Of the non-telephone call requests received, the following represents those received and still outstanding for March by Ward:

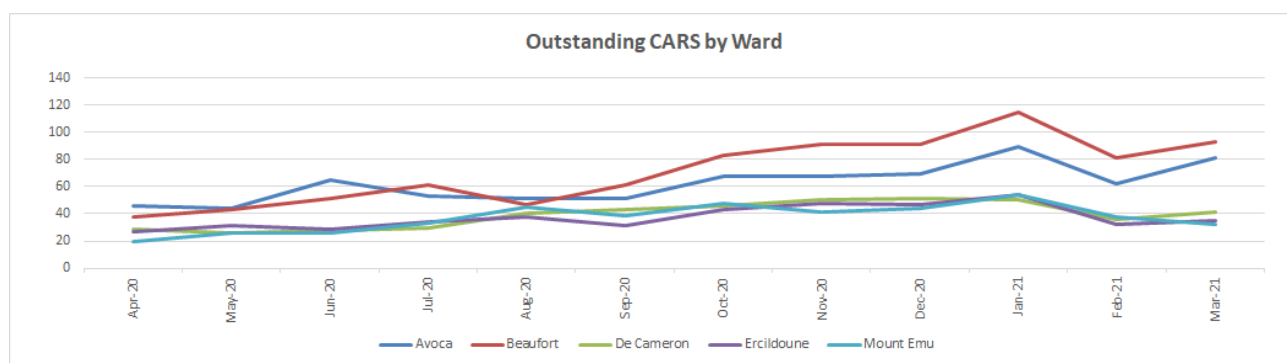
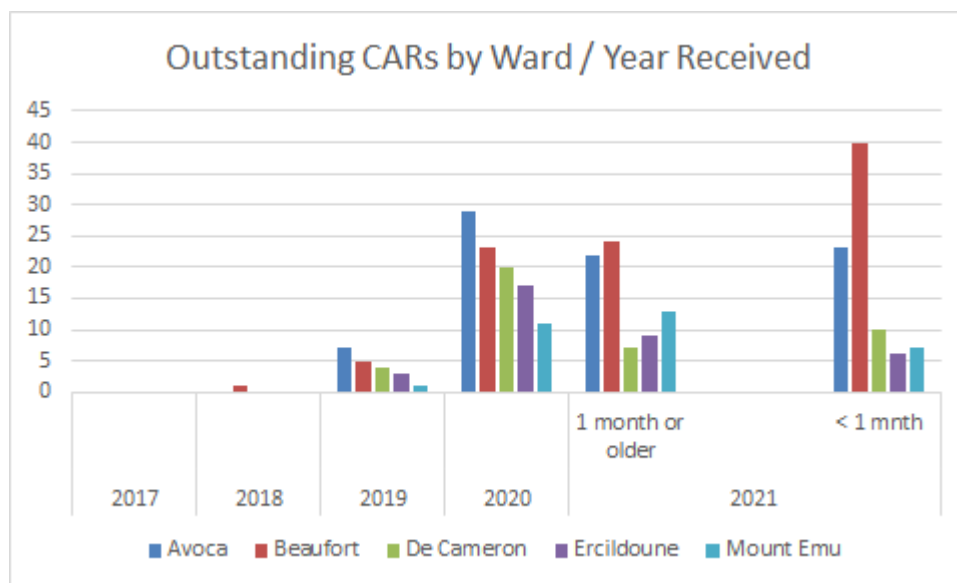
| | Avoca Ward | Beaufort Ward | DeCameron Ward | Ercildoune Ward | Mt Emu Ward |
|--|-------------------|----------------------|-----------------------|------------------------|--------------------|
| Number of requests received in March 2021 (previous month). | 41 (30) | 74 (73) | 18 (24) | 18 (19) | 16 (35) |
| Requests received in March and closed in the same month (% of total received). | 18 (44%) | 34 (46%) | 8 (44%) | 12 (67%) | 9 (56%) |
| Requests received in March still outstanding. | 23 | 40 | 10 | 6 | 7 |
| Outstanding requests 1 month or older. | 58 | 53 | 31 | 29 | 25 |
| Total outstanding requests (previous month). | 81 (62) | 93 (85) | 41 (36) | 35 (32) | 32 (38) |

No requests remain outstanding from 2017, 1 request remains outstanding from 2018 in the Beaufort Ward, 20 requests remain outstanding from 2019.

The following graphs show details of requests received by Ward / month and totals received for 2020/21.



The following charts display Outstanding CARs by Ward/year received and the trend lines of outstanding CARs numbers over the past 12 months of requests received by Ward.



The following graph provides detail of the areas where outstanding requests remain, showing the functional areas and numbers of requests still outstanding.

| 31 March 2021 - Open Requests - Type | | | |
|--------------------------------------|-----|-----|--------|
| | Feb | Mar | Change |
| Roads & Rd Maint. | 62 | 75 | 13 |
| Streetlights | 0 | 0 | 0 |
| Drainage | 32 | 34 | 2 |
| Footpaths | 9 | 8 | -1 |
| Park & Reserves | 17 | 17 | 0 |
| Roadside Veg | 36 | 35 | -1 |
| Environmental Health | 4 | 5 | 1 |
| Planning | 17 | 21 | 4 |
| Bld maint | 14 | 14 | 0 |
| Local Laws | 29 | 29 | 0 |
| Cats | 11 | 14 | 3 |
| Dogs | 17 | 17 | 0 |
| Livestock Act | 5 | 2 | -3 |
| Parking | 0 | 1 | 1 |

| | | | |
|---------------------|------------|------------|-----------|
| Fire Hazard | 1 | 0 | -1 |
| Bld Compliance | 0 | 0 | 0 |
| Waste Management | 1 | 4 | 3 |
| Natural Disasters | 0 | 0 | 0 |
| Pools | 1 | 2 | 1 |
| Council cleaning | 3 | 8 | 5 |
| EPA - Litter | 1 | 1 | 0 |
| Design & Assets | 4 | 2 | -2 |
| GIS | 0 | 0 | 0 |
| Community Wellbeing | 2 | 2 | 0 |
| Telephone messages | 88 | 90 | 2 |
| Total | 354 | 381 | 27 |

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

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

OFFICER RECOMMENDATION

That Council notes this report.

11. COUNCILLOR ACTIVITY REPORTS

| Cr Damian Ferrari – Beaufort Ward | | |
|--|---|----------------|
| Mon 01 | CEO / Mayor Meeting | Phone |
| Tue 03 | Opening of the MASH Information Session | Beaufort |
| Thu 04 | CHCV Mayor & CEO Meeting | Virtual |
| Mon 08 | CEO / Mayor Meeting | Phone |
| Tue 09 | CEO Review | Beaufort |
| Tue 09 | Councillor Cuppa and Chat | Lake Goldsmith |
| Tue 09 | Councillor Briefing Session | Beaufort |
| Sun 14 | Volunteer Fire Brigades Victoria (VFBV) West Region Rural Championships | Waubra |
| Mon 15 | CEO / Mayor Meeting | Phone |
| Tue 16 | Councillor Briefing Session | Beaufort |
| Tue 16 | Council Meeting | Beaufort |
| Mon 22 | CEO / Mayor Meeting | Phone |
| Mon 29 | CEO / Mayor Meeting | Phone |

| Cr David Clark – Ercildoune Ward | | |
|---|--|----------------|
| Tue 04 | 2/2021 CVA Board Meeting Placeholder | Virtual |
| Tue 09 | CEO Review | Beaufort |
| Tue 09 | Councillor Cuppa and Chat | Lake Goldsmith |
| Tue 09 | Councillor Briefing Session | Beaufort |
| Tue 16 | Councillor Briefing Session | Beaufort |
| Tue 16 | Council Meeting | Beaufort |
| Sun 21 | Community Centre Committee of Management Meeting | Evansford |
| Mon 22 | MAV Audit & Risk Committee Meeting | Virtual |
| Mon 29 | Highlands LLEN Committee of Management | Virtual |

| Cr Robert Vance – De Cameron Ward | | |
|--|---|----------------|
| Tue 09 | CEO Review | Beaufort |
| Tue 09 | Councillor Cuppa and Chat | Lake Goldsmith |
| Tue 09 | Councillor Briefing Session | Beaufort |
| Thu 11 | Moonambel Events Inc AGM | Moonambel |
| Fri 12 | RCV Committee meeting | Virtual |
| Tue 16 | Councillor Briefing Session | Beaufort |
| Tue 16 | Council Meeting | Beaufort |
| Mon 22 | National Timber Councils Association AGM Meeting | Virtual |
| Fri 26 | Implementation Matters for CEOs, Mayors and Councillors | Virtual |

| Cr Ron Eason – Avoca Ward | | |
|----------------------------------|-----------------------------|----------------|
| Tue 02 | Water Meeting | Natte Yallock |
| Tue 09 | CEO Review | Beaufort |
| Tue 09 | Councillor Cuppa and Chat | Lake Goldsmith |
| Tue 09 | Councillor Briefing Session | Beaufort |
| Tue 16 | Councillor Briefing Session | Beaufort |
| Tue 16 | Council Meeting | Beaufort |
| Thu 25 | Ratepayer Meeting | Redbank |

| |
|---|
| Cr Tanya Kehoe – Mount Emu Ward – On Leave |
|---|

12. ASSEMBLY OF COUNCILLORS

| MEETING INFORMATION | | | |
|---|--|-----------------------------------|-------------------------|
| Meeting Name | Councillor Cuppa and Briefing Session | | |
| Meeting Date | Tuesday 9 March 2021 commenced at 1.00pm and closed at 8.00pm | | |
| Meeting Location | Goldsmith Hall for cuppa and Beaufort Council Chambers for Briefing | | |
| Items Discussed | <ol style="list-style-type: none"> 1. Agriculture Leadership Project 2. RE Future – Presentation 3. Project Management Framework 4. Cultural Protocol 5. Deliberative Engagement Panel 6. Planning Items 7. Repeal of Local Law 1 8. Council Performance Assessment of the Audit & Risk Committee 9. Agenda Review | | |
| ATTENDEES | | | |
| Councillors | Mayor Cr Damian Ferrari Cr Ron Eason | Cr David Clark Cr Robert Vance | |
| Apologies | Cr Tanya Kehoe | | |
| Staff | Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Assets and Development Services) Kathy Bramwell (Director Corporate and Community Services) Ray Davies (Manger Economic Development and Tourism) - Item 1 Laura Buchanan (Project Management Facilitator) – Items 3 and 4 Martin Walmsley (Manager Community Wellbeing) – Items 3, 4 and 5 Ember Parkin (Community Engagement Officer) – Item 5 Katie Gleisner (Manager Planning and Development) – Item 6 Claire Pepin (Planning Officer) – Item 6 | | |
| Visitors | Peter Higgins and Vaughan Mitchell (RE Future) – Item 2 | | |
| 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 March 2021 commenced at 2.00pm and closed at 5.40pm | | |
| Meeting Location | Beaufort Council Chambers | | |
| Items Discussed | 1. Strategic Planning Direction (Rural Review) 2. Budget 3. Aged Care Review 4. Waubra Bowls Club Request 5. Agenda Review | | |
| ATTENDEES | | | |
| Councillors | Mayor Cr Damian Ferrari Cr Ron Eason | Cr David Clark Cr Robert Vance | |
| Apologies | Cr Tanya Kehoe | | |
| Staff | Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Assets and Development Services) Kathy Bramwell (Director Corporate and Community Services) Katie Gleisner (Manager Planning and Development) – Item 1 Ed Riley (Strategic Planner) – Item 1 Nelson Buchholz (Student Planner) – Item 1 James Hogan (Manager Finance) – Item 2 | | |
| Visitors | Nil | | |
| CONFLICT OF INTEREST DISCLOSURES | | | |
| Item No: | Councillor making disclosure | Particulars of disclosure | Councillor left meeting |
| Nil | | | |

OFFICER RECOMMENDATION

That the items for noting in Sections 10, 11 and 12, be received.

13. ITEMS FOR DECISION

13.1. ASSET AND DEVELOPMENT SERVICES

13.1.1. LOCAL ROAD AND COMMUNITY INFRASTRUCTURE PROGRAM – STAGE 2

Douglas Gowans – Director Assets and Development Services

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

File No: 32/13/08

PURPOSE

The purpose of this report is to rescind the resolution for item 13.11 – Local Roads and Community Infrastructure Program – Stage 2, resolved at the February 2021 Council Meeting and endorse projects to be nominated under the Local Roads and Community Infrastructure Program (Phase 2).

BACKGROUND

Council considered a report at the February 2021 Council Meeting regarding the allocation of \$1,126,363 through the Local Roads and Community Infrastructure Program – Phase 2 which was designed by the Commonwealth government as part of its economic stimulus package. At this meeting Council resolved to nominate the following projects:

| Project | Estimated Amount X\$1000 |
|--|-----------------------------|
| Tanwood Avenue of Honour | \$71,500 |
| Growing our Tree Canopy | \$50,000 |
| Resilient Floodways | \$154,000 |
| Road Construction of Orme St, Avoca (Pyrenees Hwy to Pearson St) | \$120,000 |
| Road Upgrades including Wright St, Crowlands | \$330,863 |
| Footpath Upgrade - High St Avoca | \$200,000 |
| Footpath Construction - Beaufort along Hwy East | \$200,000 |
| TOTAL | \$1,126,363 |

Council at its March 2021 meeting provided notice that it will rescind the resolution for the item above (13.11 – Local Roads and Community Infrastructure – Stage 2). 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 including a new synthetic green at Waubra Bowls Club to the value of \$300,000.

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

ISSUE / DISCUSSION

The following list of projects are now provided to Council for consideration and endorsement:

| Project | Description | Reason for inclusion | Estimated Amount X\$1000 |
|----------------------------|----------------------------|---|-----------------------------|
| Tanwood Avenue of Honour - | Restoration | Identified in Moonambel community action plan | \$71,500 |
| Growing our Tree | Tree planting in townships | Expansion of an existing | \$50,000 |

| Canopy | across the shire | council initiative | |
|--|---|---|-------------|
| Resilient Floodways | Upgrade of floodways to make them more resilient. | Protection for existing Council assets | \$154,000 |
| Road Construction of Orme St, Avoca (Pyrenees Hwy to Pearson St) | Road construction and sealing | To provide an improved service level, and reduce maintenance demand | \$120,000 |
| Road Upgrade Project (to support heavy vehicle routes) | Road Upgrades including Wright St, Crowlands | Upgrade of an existing asset to provide improved service level | \$330,863 |
| Footpath Improvements | General footpath improvements | Improvements to footpaths in Avoca. | \$100,000 |
| Waubra Synthetic Green | Installation of a synthetic green at Waubra | Installation of a synthetic green at Waubra Bowls Club. | \$300,000 |
| Total: | | | \$1,126,363 |

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

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

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

There is an opportunity to reduce Council's financial burden through the renewal and improvement of Council managed assets funded under the Local Roads and Community Infrastructure Program.

CONCLUSION

Council consideration and endorsement is sought on projects to be funded under the Local Roads and Community Infrastructure Program – Phase 2.

OFFICER RECOMMENDATION

That Council:

1. Rescinds the resolution for Item 13.11 – Local Roads and Community Infrastructure Program Stage 2 resolved at the February 2021 Council Meeting.
2. Endorses the following projects to be nominated for funding under the Local Roads and Community Infrastructure Program- Phase 2:

| Project | Estimated Amount X\$1000 |
|--|-------------------------------------|
| Tanwood Avenue of Honour | \$71,500 |
| Growing our Tree Canopy | \$50,000 |
| Resilient Floodways | \$154,000 |
| Road Construction of Orme St, Avoca (Pyrenees Hwy to Pearson St) | \$120,000 |
| Road Upgrades including Wright St, Crowlands | \$330,863 |
| Footpath Improvements – Avoca | \$100,000 |
| Synthetic Green – Waubra Bowls Club | \$300,000 |
| TOTAL | \$1,126,363 |

13.2. CORPORATE AND COMMUNITY SERVICES

13.2.1. FIXED ASSET POLICY

James Hogan – Manager Finance

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

File No: 16/24/17

PURPOSE

The purpose of this report is for Council to consider and adopt the revised Fixed Assets Policy 2021.

BACKGROUND

Council's Fixed Asset Policy has been reviewed and is presented for Council consideration and adoption.

ISSUE / DISCUSSION

The Fixed Asset Policy provides a clear framework that ensures non-current physical assets are recognised and accounted for in accordance with relevant Australian Accounting Standards and State Government legislation. The Policy also assists Council's commitment to Financial Sustainability.

This policy applies to non-current physical assets (i.e. Infrastructure, Property, Plant and Equipment) owned or controlled by Council. It is specifically directed to all staff who are involved in the acquisition, construction and disposal as well as in the management, maintenance and reporting of such assets.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

1. Draft Fixed Assets 2021 [**13.2.1.1** - 14 pages] – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

The Fixed Assets Policy will ensure that non-current physical assets are recognised and accounted for in accordance with relevant Australian Accounting Standards and State Government legislation.

CONCLUSION

A draft Fixed Asset Policy has been developed to provide a framework to recognise and account for non-current physical assets in accordance with relevant Australian Accounting Standards and State Government legislation. Council is requested to consider and endorse the attached policy.

OFFICER RECOMMENDATION

That Council adopts the Fixed Assets Policy 2021.

13.2.2. REVENUE AND RATING PLAN

James Hogan – Manager Finance

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

File No: 1

PURPOSE

The purpose of this report is to provide Council with a draft Revenue and Rating Plan and seek Council approval to publish for community consultation and feedback.

Additionally, Council is asked to consider and adopt the following policies which underpin the plan:

- Financial Assistance Policy
- Investment Policy
- Borrowing Policy

BACKGROUND

Under s. 93 of the *Local Government Act 2020*, all councils are required to prepare and adopt a Revenue and Rating Plan covering a minimum period of four financial years by the next 30 June following each Council election.

In accordance with the Integrated Strategic Planning and Reporting Framework, the Revenue and Rating Plan should provide a medium-term plan outlining how Council will generate income to deliver on the Council Plan, programs and services as well as the capital works commitments over the 4-year period. The Plan should define Council's revenue and rating mix to meet the cost of delivering services to the community and should further incorporate consideration of the following factors:

- how revenue will be generated through rates on properties and other sources;
- review of fees and charges for services and programs, including cost recovery policies;
- evaluation of the use of a municipal charge;
- assessment of recurrent and non-recurrent government grants;
- review of the differential classes, their definitions and objectives;
- evaluation of hardship policies, including the granting of concessions, rebates and rates deferment;
- exploration of entrepreneurial, business, or collaborative activities to deliver programs or services and generate income or reduce costs.

In preparing the plan officers also developed or reviewed the following policies which underpin the Revenue and Rating Plan:

- Financial Assistance Policy
- Investment Policy
- Borrowing Policy

ISSUE / DISCUSSION

Revenue and Rating Plan

The Revenue and Rating Plan aims to articulate Council's revenue-raising strategy of determining the most appropriate and sustainable mixture of rates, grants, fees and charges and other income that will provide the revenue stream needed for its annual budget and long-term financial plan whilst adhering to the tests of equity, efficiency, simplicity and diversity.

Rates and charges represent the most significant revenue source for Council, comprising approximately 44% of its annual income. The plan recommends a continuation of Council's current Rating Strategy and proposes a rating system with:

- No municipal charge
- Utilising the Capital Improved Value (CIV) method of valuation for rating purposes,
- Application of the following differentials:
 - House, Flats etc. – 100% of the general rate
 - Farm properties – 74% of the general rate
 - Vacant land less than 2 ha – 296% (or 400% of lowest differential) of the general rate
 - Vacant land between 2 ha and 40ha – 234% of the general rate
 - Vacant land greater than 40ha – 156% of the general rate
 - Commercial – 110% of the general rate
 - Industrial – 110% of the general rate
 - Undevelopable land – 100% of the general rate
- Recreational and Trust for Nature properties receive 50% discount on the general rate, and
- Council levying a Waste Management Service Charges for the collection and disposal of household refuse and recyclables.

Financial Assistance Policy

The purpose of this Financial Assistance Policy is to provide Council with a policy framework setting out the process of providing financial relief to individuals and businesses requiring assistance in the payment of rates and charges on the grounds of financial hardship.

The policy also aims to provide a clear understanding of the options and assistance available to property owners and ratepayers who are experiencing financial hardship and assist them in managing the payment of rates in a manner that is acceptable to both the Council and the property owner.

Investment Policy

The purpose of this policy is to establish the guidelines for investing Council's surplus funds and ensure that investments comply with legislative regulations, the returns on investments are maximised and the level of risk exposure is mitigated.

Borrowing Policy

The purpose of this policy is to establish the financial framework which will guide Council in the utilisation and management of loan borrowings as a source of financing.

This Borrowings Policy aims to ensure the application of prudent fiscal management principles and compliance with the applicable provisions of the Local Government Act 2020 in the Council's undertaking of borrowings and management of its loan portfolio.

This policy shall apply to all borrowings of the Council, including finance leases. It does not apply to determining any operating account overdraft facilities.

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

1. Borrowings Policy Draft2021 [**13.2.2.1** - 6 pages] – *circulated separately*
2. Financial Assistance Policy Draft 2021 [**13.2.2.2** - 9 pages] – *circulated separately*
3. Investment Policy Draft2021 [**13.2.2.3** - 6 pages] – *circulated separately*
4. Revenue and Rating Plan Draft2021 [**13.2.2.4** - 41 pages] – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

All financial implications associated with this report have been accounted for within the Rating and Revenue Plan and associated policies.

CONCLUSION

A draft Revenue and Rating Plan has been developed, the following policies have also been developed to support the plan:

- Financial Assistance Policy
- Investment Policy
- Borrowing Policy

OFFICER RECOMMENDATION

That Council:

1. Approves the Revenue and Rating Plan for publishing for community consultation and feedback.
2. Adopts the Financial Assistance Policy.
3. Adopts the Investment Policy.
4. Adopts to Borrowing Policy.

13.2.3. PROPOSED BUDGET 2021/22

James Hogan – Manager Finance

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

File No: 32/08/18

PURPOSE

This report presents to Council the Proposed Budget for the financial year 2021/22 and the following three financial years. It is recommended that Council, in accordance with its Community Engagement Policy, advertise the Proposed Budget 2021/22 for public comment, invite public submissions and provide for those who wish to speak to their submission, the opportunity to do so before Council. Council is required to consider all submissions prior to adopting the Proposed Budget in June 2021.

BACKGROUND

Section 94 of the Local Government Act 2020 (the Act) requires that Council prepares a budget for the upcoming financial year and 3 subsequent financial years. The Local Government (Planning and Reporting) Regulations 2020 specify the information that is required to be included in the budget.

Section 96 (1) of the Act requires that Council must develop the budget in accordance with -

- a. the financial management principles and
- b. its community engagement policy.

Section 101 (1) of the Act defines the financial management principles as:

- a. revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with Council's financial policies and strategic plans;
- b. financial risks must be monitored and managed prudently, having regard to economic circumstances;
- c. financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
- d. accounts and records that explain the financial operations and financial position of the Council must be kept.

Section 101 (2) of the Act outlines that for the purposes of the financial management principles, financial risk includes any risk relating to the following –

- a. the financial viability of the Council;
- b. the management of current and future liabilities of the Council;
- c. the beneficial enterprises of the Council.

ISSUE / DISCUSSION

The Draft Budget for 2021/22 has been prepared by Councillors and Council officers.

A great deal of work has been undertaken to find cost savings and this is reflected in the budget. Rate increases have been capped 1.5% in line with the Victorian Government's Fair Go Rates System. Despite the financial challenge this poses, Council is determined to maintain current services, while working within the cap.

Council is currently working towards developing a new Vision and new Council Plan, extensive Community Consultation is being carried out to inform these documents. Until the new Council Plan is in place (due October 2021), Council continues to work towards the achievement of the five strategic objectives of the Revised Council Plan 2017-2021:

- Roads and Townships
- Relationships and Advocacy
- Community Connection and Wellbeing
- Financially Sustainable, High Performing Organisation
- Development and Environment

The Draft Budget includes Capital Works of \$9.14M including:

- Gravel Road Re-sheets \$957,000
- Reseals at various locations \$849,000
- A targeted \$3.3M program for Bridge and Major Culvert renewal, focused on opening transport connections throughout the Shire.
- Roads to Recovery funded works of \$1.39M
- Local Roads and Community Infrastructure Program- Phase 2 projects \$1.1M
- Refurbishment of the Senior Citizens Centre in Beaufort \$70,000

The 2020/21 budget has been prepared in line with Council's Draft Revenue and Plan.

Council's waste management service is fully funded by waste service charges. The 2021/22 Charge includes additional costs related to Kerbside collection and disposal of Glass, an extension of Kerbside Collection Services within the Shire, and an increase to the EPA Levy.

Property revaluations are now done annually and, although Council's rate increase is 1.50%, actual rate increases of individual properties are impacted by changes in property valuations with individual rate increases dependent on relativity to average valuation increases across the municipality. This means that if your property value increased by more than the average property value increase for the Shire, then your rates will increase by more than 1.50%; however, if your property value increased by less than the average property value increase for the Shire, your rates will increase by less than 1.50% and may in fact reduce from the previous year.

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

1. CONFIDENTIAL - Pyrenees Shire Council 2021-22 Proposed Budget [**13.2.3.1** - 64 pages] – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

All financial implications associated with this report have been accounted for within the 2020/21 Proposed Budget.

CONCLUSION

This report presents the Proposed Budget 2021/22 that has been based on the ongoing delivery of current services and service levels. The proposed 2021/22 budget as tabled provides guidance on how Council intends to deliver its strategic objectives over the next twelve months.

OFFICER RECOMMENDATION

That Council:

1. Endorses the Proposed Budget 2021/22, incorporating the proposed schedule of fees and charges, prepared by Council for the purposes of sections 94 and 96(1) of the Local Government Act 2020.
2. Authorises the Chief Executive Officer to:
 - a. Give notice of the preparation of the Proposed Budget 2021/22, inviting submissions and feedback on the Proposed Budget 2021/22 in accordance with Council's Community Engagement Policy, until 5pm on Friday 28 May 2021.
 - b. Make available for public inspection the Proposed Budget 2021/22 at Customer Service Centre in Beaufort, Council Resource Centres in Avoca and Beaufort, in hard copy and provide an electronic copy on Council's website.
3. Considers any submission, made by the public, on a proposal (or proposals) contained within the Proposed Budget 2021-22.
4. Hears any submissions (if required) on the Proposed Budget 2021/22 at a Council Briefing on Tuesday 8 June 2021.
5. Considers a motion to adopt the Proposed Budget 2021-22 at a Council Meeting to be held on Tuesday 15 June 2021, having regard to all submissions received.

13.2.4. AVOCA PUMP TRACK

Martin Walmsley – Manager Community Wellbeing and Development

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

File No: 58/08/06

PURPOSE

The purpose of this Report is to update Council in relation to a proposed Pump Track in Avoca.

BACKGROUND

Council considered a petition from Avoca Primary School students for a Pump Track at its Council Meeting on the 16th of February 2021. In addition, Council also received a letter from an Avoca resident in support of the pump track.

Council resolved to:

- “1. Receive the petition; and*
- 2. Request a report be presented to a future Council Meeting for decision.”*

ISSUE / DISCUSSION

The Pyrenees Shire Council Recreation Strategy (2017 – 2027) identifies the development of a pump park / BMX area in Avoca as a high priority.

Specifically, the Strategy states:

Works

Develop a pump park / BMX area and additional informal play opportunities (e.g. flying fox and half-court basketball court) for young people near the Avoca Skate Park.

Justification

These informal recreation facilities are likely to appeal to a broad cross section of the community and provide new physical activity opportunities.

Partners

Avoca community, young people, BMX / MTB riders

Resources

Council funds, State Government grant

Given the level of interest in Avoca in the establishment of a pump park, it is recommended that initial scoping works commence over the next few months.

Scoping works will include, but are not limited to, engagement with Avoca Primary School students and other community members, investigation of neighbouring pump park facilities, facility location options, risk assessment, costings and an initial discussion Sport & Recreation Victoria.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

A risk assessment and business case will need to be undertaken for this initiative. There will also be financial implications for Council.

CONCLUSION

Council's Recreation Strategy identifies the development of a pump park in Avoca as a high priority. There is also strong community interest.

OFFICER RECOMMENDATION

That Council request officers to commence initial scoping works for the Avoca pump park.

13.2.5. SERVICE REVIEW PLAN 2021-2025

Kathy Bramwell – Director Corporate and Community Services

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

File No: 16/24/17

PURPOSE

The purpose of this report is to seek Council endorsement of the plan for conducting service reviews for 2021-2024.

BACKGROUND

Council has a strong commitment to continuously plan, review and improve its services. In line with the Service Planning Principles included within the *Local Government Act 2020*, Council must ensure that community expectations and standards are met in a cost-effective manner, and that service outcomes are aligned to Council's long-term strategic objectives and plans.

Service reviews are processes that review the delivery of Council services and ensure they are:

- Appropriate – services that meet current community needs and wants, and can be adapted to meet future needs and wants.
- Effective – that Council delivers targeted, better quality services in the most effective way.
- Efficient – that Council improves resource use (people, materials, plant and equipment, infrastructure, buildings) and redirects savings to finance new or improved services.

Service reviews also strive to address increasing financial pressures and the widening gap between revenue and expenditure, while ensuring that Council meets community expectations to be environmental and socially responsible and provide a wide range of quality services.

Key benefits of a service review should include:

- Alignment of services with community needs and a more engaged community.
- High quality service provision.
- Cost savings and sometimes income generation.
- Increased efficiency of often limited resources.
- Partnerships and networks with other local governments and service providers.
- Increased capacity of staff to respond to the changing needs of the community.
- Staff who work cooperatively across departments or business units.
- A more systematic approach to understanding future community needs.

Council officers are in the final stages of developing a service planning framework and service review strategy for the four years of the current Council term, for implementation 2021-2025.

ISSUE / DISCUSSION

Service review will help clarify the needs of our community and use an evidence-based approach to assess how efficiently and effectively it is meeting those needs. Using this information, Council and its senior leadership team can determine what changes should be made to service delivery which will provide benefits to all stakeholders whilst remaining financially sustainable.

Service reviews are an ongoing process to ensure Council is delivering what the community needs in the best possible way, especially with changing community needs and emerging external factors such as the need to respond to climate change.

Although service reviews have been an ongoing part of Council focus in the past, the disruptive nature of 2020 meant that such reviews were interrupted for that calendar year. Re-establishing this process will build the capacity of staff and the community to think critically and systematically about current and future service needs. It also leads to innovation in service provision and helps build a culture of continuous improvement within Council.

It is proposed that the senior leadership team will develop and maintain a rolling five-year program of planned service reviews, to be undertaken at a frequency of two per year. The program will be reviewed annually to ensure maintenance of currency and relevance, and to consider changing internal and external drivers.

A program has been developed for 2021-2024 using the following criteria:

- Identification of existing service issues or record of ongoing complaints,
- Mandatory or non-mandatory service (non-mandatory takes priority),
- Cost or value of the service to the organisation (high cost / value takes priority),
- Importance of the service to the community, and
- Topical issues or potential for change in legislation or government / Council direction.

It is planned to undertake two full service reviews per year, plus any minor reviews of specific functions as needs arise. However, in 2021 it is acknowledged that no reviews were undertaken in 2020 so an additional review will be undertaken.

The proposed service review plan for 2021-2024 is as follows:

| Service | Scheduled | Scope |
|--|-----------|--|
| Planning & Development | Q2/3 2021 | To broadly review the areas contained within the planning & development business unit, including statutory planning, strategic planning and building control, with a key focus on statutory planning in response to community and Councillor feedback. The scope of the review may include an assessment of the policies, procedures and key controls in place for the effective management of the risks associated with statutory planning, including the need to comply with the Pyrenees Shire Planning Scheme. This review will be conducted by external contractors. |
| Economic Development & Business Support & Tourism | Q3/4 2021 | This area was chosen because of an internal audit of the Beaufort Caravan Park indicating a change in direction is required, the disruption of the tourism sector in 2020 due to COVID-19, and the changed focus in business recovery in 2021. The scope of the review might include: <ul style="list-style-type: none"> • The future direction of the Beaufort Caravan Park and the options available. • The use of regularly updated, printed tourism promotional materials. • The widening of where tourism promotional materials are publicised – e.g. via caravan parks, hotels, motels. • What does the tourism and business sectors of the Pyrenees Shire need in a post-COVID world to increase resilience? This review will be conducted by external contractors. |
| Information | Q3/4 2021 | To investigate opportunities arising from a proposed change in |

| | | |
|--|-----------|---|
| Management | | <p>electronic records / information management system and increased external obligations relating to data security.</p> <p>Key areas of review will include:</p> <ul style="list-style-type: none"> • The different business units over which information is managed (e.g. ICT, Records) and how they should be aligned. • The impact a new information management system will have on workload, roles, opportunity for shared services, and systemic improvements. • Potential for efficiency gains. <p>This review will be conducted internally.</p> |
| Asset Management | Q1/2 2022 | Response to change in Local Government Act 2020 requiring a 10-year planned focus on asset management and asset life-cycle planning. |
| Community Safety & Public Health | Q3/4 2022 | Community Safety is spread across various business units – opportunity to focus on interdependencies, areas of priority focus for Council and consideration of functions that may not be mandatory or essential services for Council to deliver. |
| Corporate Services: Governance Risk & Compliance / Financial Services | Q1/2 2023 | <p>Wide range of services provided within one department. Identify and investigate opportunities:</p> <ul style="list-style-type: none"> • For systemic improvement to reduce workload. • To continue organisational culture change re customer first focus. • To identify potential for shared services with neighbouring LGAs. • To ensure appropriate functional alignment with other departments. |
| Operations / Works | Q3/4 2023 | Scoping yet to be completed. |
| Waste Management | Q1/2 2024 | Review of service provision in preparation for new waste contract arrangements. |
| Community Wellbeing & Development | Q2/3 2024 | Scoping yet to be completed. |

In addition to the above major service reviews, in 2021 it is planned to conduct the following minor reviews of specific functional areas:

- a. Avoca Community Car – Q2 2021 – Minor review with a focus on mitigating exposures existing within a high-risk activity. The key objective will be to determine what lower-risk alternatives are available to provide a similar service to customers from the Avoca region to attend medical appointments – e.g. transfer to CHSP My Aged Care transport provision, or other alternate transport arrangements.

A revisit of the 2019 review of the provision of aged care in the home will also be undertaken as part of a joint OPAN project with Ararat and Northern Grampians Shire, to examine the outcomes of the Royal Commission into Aged Care (report published in February 2021) and the Commonwealth Government response to the 148 recommendations in that report (expected May 2021). This will examine the options available to Victorian local government and the place they are expected to fulfil in future years within this market.

Council's endorsement of the planned service review program outlined above is requested.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

All risk implications have been discussed in the body of this report.

CONCLUSION

Council's program of conducting service reviews was interrupted in 2020 due to the pressures arising from COVID-19. It is proposed to recommence a rolling program of two service reviews per year as from 2021 and a program of reviews has been developed for Council's endorsement. Additional minor reviews each year may be added to this program.

OFFICER RECOMMENDATION

That Council:

1. Notes the information regarding service planning and reviews contained within this report; and
2. Endorses the proposed service review program for 2021-2024:
 - a. Q2/3 2021 – Planning and Development Business Unit
 - b. Q3/4 2021 – Economic Development, Business Support & Tourism functions
 - c. Q3/4 2021 – Information Management functions
 - d. Q1/2 2022 – Asset Management functions
 - e. Q2/3 2022 – Community Safety & Public Health functions
 - f. Q1/2 2023 – Governance Risk & Compliance / Financial Services
 - g. Q2/3 2023 – Operations / Works Business Unit and functions
 - h. Q1.2 2024 – Waste Management operations
 - i. Q2/3 2.24 - Community Wellbeing & Development Business Unit and functions

13.2.6. PROPOSED RATING AGREEMENT FOR STOCKYARD HILL WIND FARM

April Ure – Property Revenue Officer

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

File No: 621016360

CONFIDENTIAL

Pursuant to Part 1(3) of the Local Government Act 2020 and Section 10.2.1 of Council's Governance Rules 2020, this report is considered confidential due to the following reason:

a) Council business information, that if prematurely released, would prejudice the council's position in commercial negotiations.

e) Legal privileged information, information to which legal professional privilege or client legal privilege applies.

h) Confidential meeting information, being records of meetings closed to the public under s.66(2)(a): i.e. Council or delegated committee meetings must be open to the public unless the meeting is to consider confidential information.

PURPOSE

Goldwind, trading as Stockyard Hill Wind Farm Pty Ltd have requested Council determine the payment required under Section 94 (5) (a) of the *Electricity Industry Act 2000* for the Stockyard Hill Wind Farm. A draft proposal has been drawn up by Maddocks Lawyers and consultation with Stockyard Hill Wind Farm Pty Ltd has occurred prior to this Draft Rating Agreement being put to Council.

BACKGROUND

The State Government in 2004 established a panel to conduct a review of rating arrangements for Wind Farms under the *Electricity Industry Act 2000*. A review of the Order was made in 2018 where the Governor in Council revoked the previous Order and acting under Section 94 (5) of the *Electricity Industry Act 2000* made the following order:

‘The generation company or associated entity of the generation company shall pay to the relevant council in respect of each financial year:

- For each power station \$54,400 as escalated
- For each MW of the name plate rating for each generating unit comprising the power station \$1,225 as escalated.

The ‘as escalated’ in this order shall be read as adjusted under the consumer Price Index.

ISSUE / DISCUSSION

Stockyard Hill Wind Farm Pty Ltd has requested Council determine the payment required under Section 94 (5) (a) of the *Electricity Industry Act 2000* for the Stockyard Hill Wind Farm. A draft proposal has been drawn up by Maddocks Lawyers and consultation with Stockyard Hill Wind Farm Pty Ltd has occurred prior to this Draft Rating Agreement being put to Council.

Goldwind has requested the following adjustments to the initial Draft Rating Agreement as prepared by Maddocks Lawyers on behalf of Council.

Key points of change to note include:

Section 2 – Goldwind has proposed an initial term with a unilateral option to extend for a further 25-year term. The original draft allowed for a 20-year initial term with a mutual option to extend.

Section 8 – A provision has been inserted to enable Goldwind to terminate at will (for no reason). Upon termination, the land subject to the agreement would be rateable under the *Local Government Act 1989/2020*. If the agreement was terminated, Council still has the right to elect to rate the land under the *Electricity Industry Act 2000*.

Section 15.13.2 (assignment/novation): A provision has been inserted allowing Goldwind to assign its rights to a ‘Related Body Corporate’ but does not define this term. It is important to clarify this as under the Electricity Industry Act, only an “electricity generation company” (or other entity permitted under statute) may enter into an agreement. There is a need for certainty that any entity to which the agreement would be assigned would be an eligible party under the Act.

Other changes within the document are uncontroversial that Maddocks has supported, including the option to terminate upon decommissioning of the wind farm and the dispute resolution process.

Previously, in line with the Order gazetted on the 25th August 2005, Pyrenees Shire Council entered into a rating agreement with Pyrenees Wind Energy Developments (trading as the Waubra Wind Farm). Figures were adjusted in 2019 following the gazettal of the revised Order on the 11th October 2018.

A reduced Rating Agreement was entered into with Future Energy Pty Ltd (trading as the Chepstowe Wind Farm) prior to the adjustment of the Order in 2018 where a separate methodology was to be used for generating units with a total nameplate capacity of 25 MW or less.

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

1. Order under s 94 [**13.2.6.1** - 4 pages] – *circulated separately*
2. DRAFT Rating Agreement MADDOCKS mark up 150220 [**13.2.6.2** - 15 pages] – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Nil

OFFICER RECOMMENDATION

That Council authorises the Chief Executive to sign the Agreement with Stock Yard Hill Wind Farm Pty Ltd with or without amendment.

13.3. CHIEF EXECUTIVE OFFICE

13.3.1. APPOINTMENT OF COUNCIL'S REPRESENTATIVE ON MAV

Jim Nolan – Chief Executive Officer

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

File No: 18/02/04

PURPOSE

The purpose of this report is for Council to determine Councillor representation for the Municipal Association of Victoria (MAV).

BACKGROUND

Each year at the Statutory Meeting of Council, Council determines the Councillor representation on committees and relevant government organisations which includes the Municipal Association of Victoria (MAV). At the Statutory Meeting held 10 November 2020, it was resolved that Cr David Clark would be the primary representative for the MAV Board with Cr Vance as secondary until the 2021 Statutory Meeting.

ISSUE / DISCUSSION

In March this year Cr Clark was elected as President of the MAV Board for a two-year term, and therefore unable to also act as Pyrenees representative on MAV matters. It is suggested that Council review its representation on the MAV and consider appointing another Councillor as its primary representative for the remainder of the 2020/21 period. Should Cr Vance be appointed as the primary representative, a secondary representative will need to be determined.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

There are no financial implications relating to this report.

CONCLUSION

Following the election of Cr Clark as President of the MAV, it is suggested that Council review its representation and appoint another Councillor to be its representative for Pyrenees on MAV.

OFFICER RECOMMENDATION

| |
|--|
| That Council appoints Cr xx as primary representative and Cr xx as secondary representative for the Municipal Association of Victoria for the remainder of the 2020/21 period. |
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14. COUNCILLOR REPORTS AND GENERAL BUSINESS

15. CLOSE OF MEETING

Meeting closed at

Minutes of the meeting confirmed

2021

Mayor