



Pyrenees
Shire Council

Agenda

Ordinary Meeting of Council

6:00pm Tuesday 15 June 2021
Council Chambers
Beaufort Council Offices
5 Lawrence Street, Beaufort

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

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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 18 May 2021; and
- Closed Meeting of Council held 18 May 2021,

as previously circulated to Councillors, be confirmed.

8. BUSINESS ARISING

There was no business arising from the previous meeting held 18 May 2021.

9. PUBLIC PARTICIPATION

Question Time

- Members of the public are encouraged to ask questions of Council at Ordinary Council Meetings.
- Members of the public are unable to attend this meeting in person but can participate in question time by submitting their questions in writing either online through Council's website, by mail or hand delivered.
- A person can ask a maximum of two questions at any one meeting on any topic and the question(s) and responses shall not exceed five minutes.
- Questions are to be received by 12noon on the day of the meeting.
- Questions are read by the Chairperson during Public Participation.
- 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;

Public Submissions

- Members of the public are unable to attend this meeting in person but can make a submission on an agenda item in writing either online through Council's website, by mail or hand delivered.
- Submissions are to be received by 12noon on the day of the 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

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 May2021.

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	April 2021	May 2021	Financial Year to date
Applications received	5	11	118
Applications completed	2	7	86
Requests for further information	2	0	63
Estimated cost of works	\$1,150,000	\$1,714,445	\$18,459,086
Enquiry type	April 2021	May2021	Financial Year to date
Pre-purchase enquiry	61	50	485
Pre-application enquiry	60	75	932
Existing permit enquiry	12	9	161
Current application enquiry	30	33	326
All other enquiries	31	39	303
Total Enquiries	193	208	2136

Statutory Planning

As the number of planning permit applications continue to increase, the Planning Department is working with applicants and stakeholders to ensure the timely and effective assessment and processing of applications.

The online planning portal 'Greenlight' has now been fully integrated into the Planning Department's approval process. The transition has been reasonably seamless; and we continue to support members of the community that elect to submit paper-based applications.

Strategic Planning and Placemaking

Officers continue to progress the Planning Scheme Amendment that will incorporate findings from the Lexton, Snake Valley and Waubra Framework Plans into the Planning Scheme, which is expected to be placed on public exhibition during July.

As part of the State Government Planning Policy Framework translation project, the Pyrenees Planning Scheme continues to be amended to update schedules in zones and overlays, particular provisions, general provisions and operational provisions, to remove inconsistencies with the Victorian Planning Provisions and expired policy.

The Beaufort Lake Foreshore project is nearing completion. Play equipment, picnic benches, tables and underground services have been installed. 1600 native plants will be planted in late June to further complement the existing landscaping works.

The final element of the outdoor dining program will be delivered later this month and includes the installation of a projector, display screen and seating in the pedestrian walkway between Neill and Willoby streets in Beaufort. The project intends to support takeaway food and drink trade, encourage longer stays in the retail precinct and activate an underutilised space; all while celebrating the Shire's tourism offerings, artistic and cultural activities, events and other promotions.

PART B: BUILDING

Category	April 2021	May 2021	Comment
Permits issued by Private Building Surveyor	14	11	
'Property Information Certificates' prepared and issued	20	25	
'Report and Consent' Issued	1	0	
Building notices	0	2	
Building order	1	2	
Resolved building notices	1	1	
Resolved building orders	2	2	
Direction to fix Building Work	0	0	
Building permit inspections undertaken	1	0	
Council issued permits finalised	0	0	** Council have not issued building permits since June 2018.

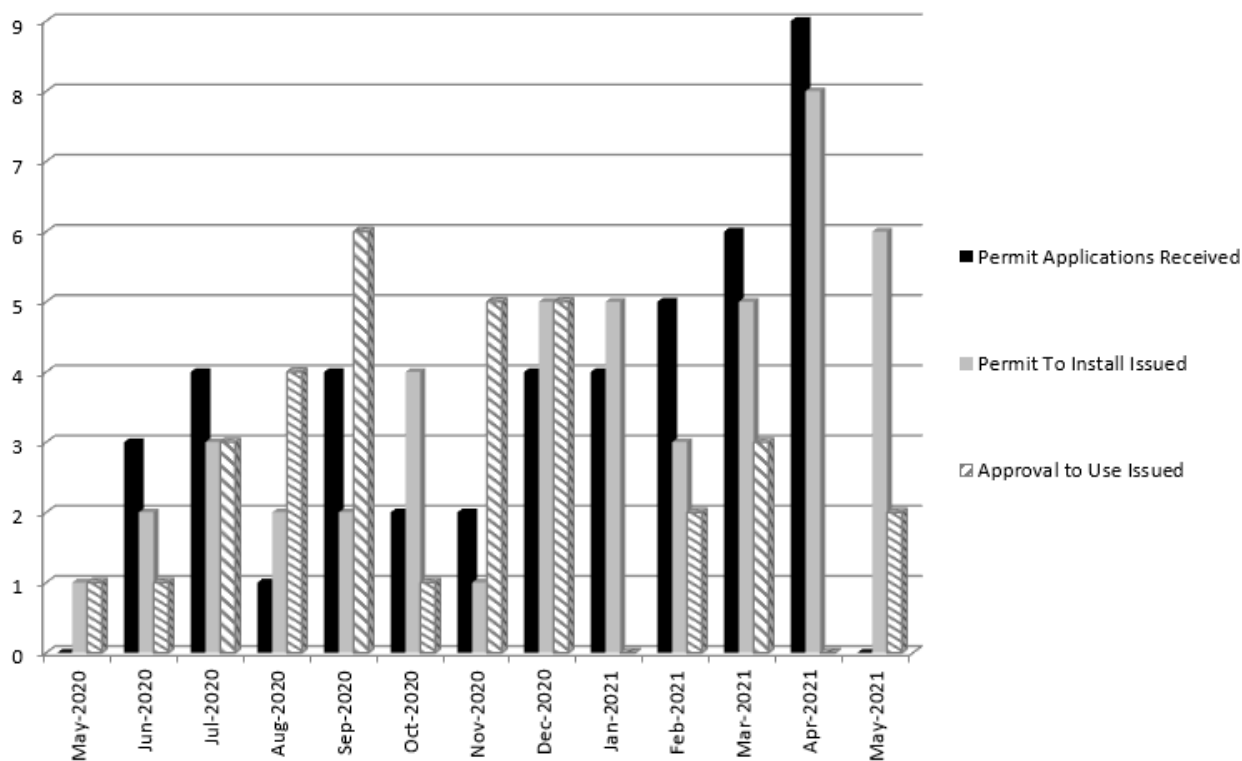
Building Activity

Regulation changes, including the introduction of the Building Surveyor's Code of Conduct, continue to challenge the Building Surveyor industry. Increasing insurances and liabilities are contributing to a decline in the availability of surveyors who are prepared to issue building permits. The Master Builders Association, which has a site in Ballarat, has determined to dissolve its building surveyor's unit. These pressures will continue to challenge development within the shire.

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 May 2021	0	6	2	\$0.00



Monthly wastewater activity

Wastewater related tasks for May 2021	
Septic Tank Inspections	0
Domestic Wastewater Management Plan Inspections	1
Domestic Wastewater Service Agent Reports Received	20

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
1-31 May 2021	5	15	0	3	\$633.00

Mobile and Temporary Food Premises in the Shire (Streatrader)

Council has received 3 statements of trade and no new applications during May.

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. Government-funded influenza vaccine administration continues to children over 6 months and adults eligible under the National Immunisation Program.

Session Type	Number of Clients and Vaccines	Two Month to four years old	Five Year Old to Secondary School	Adult	Total
Opportunistic May 2021	Clients	68	9	8	85
	Vaccines	75	9	8	92

Immunisation activity statistics

Compliance Issues

There were no compliance issues recorded during May.

PART D: COMMUNITY SAFETY AND AMENITY

ACTIVITY - Animals

	April 2021	May 2021	Total YTD (20/21)
Cats Registered	420	487	-
Dogs registered	1852	2028	-
Cats impounded	7	2	54
Cats reclaimed	0	0	8
Cats Euthanised	6	2	38
Dogs impounded	3	1	23
Dogs Reclaimed	3	1	22
Dogs Euthanised/surrendered	0	0	1
Stock impounded	0	0	3

Registration and impoundment statistics

ACTIVITY - Infringements

Infringement Type	April 2021	May 2021	Total YTD (20/21)
Domestic Animals Act	0	3	12
Local Laws	1	0	6
Road Safety Act	0	3	3
Environment Protection Act	0	0	5
Impounding of Livestock Act	0	0	0
Other	0	0	0
Total Infringements Issued	1	6	26
Prosecutions	1	0	4

Infringement Statistics

Shipping Containers

Officers continue to follow up on shipping container notices that have been issued in Redbank. It was encouraging to see compliance had been achieved in many cases, however several new shipping containers have turned up on other rural properties. Several new notices have been issued and the situation will continue to be monitored.

Pet registration renewals

There are 311 dog and 80 cat registrations that have not been renewed, despite overdue notices being sent to pet owners at the start of May. Pet owners will now receive final notice via text message, with property inspections commencing shortly after and infringements issued.

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.

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.

1.5 - 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

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.

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

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.

4.1 - Continue to build and develop an engaged, responsive, accountable and capable workforce.

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

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

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. MEETING OF THE AUDIT & RISK COMMITTEE

Kathy Bramwell – Director Corporate and Community Services

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

File No: 32/04/04

PURPOSE

The purpose of this report is to provide Council with an update of the Audit & Risk Committee meeting M002 held on 25 May 2021.

BACKGROUND

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

ISSUE / DISCUSSION

Membership

Ms Wendy Honeyman's tenure as an independent member of the Audit & Risk Committee was renewed for a further three years in April 2021. Ms Honeyman has indicated that this is likely to be her last term as a member of the Committee.

It is with great sadness that Council officers and committee members heard of the passing of Mr Geoff Price. Geoff was a member of Council's Audit & Risk Committee for a period of nine years, many of these acting as Chair.

Committee Meeting

The Committee elected Ms Wendy Honeyman as Chair for the forthcoming year. A brief overview of the issues considered by the Committee is provided below:

- The Interim Audit and Management Letter were presented by Crowe, Council's independent external auditor.
- As part of the Committee's financial monitoring obligations, the quarterly financial report was presented by the Manager Finance. As requested by committee members, a shorter summary was provided that focused on critical information.
- The proposed budget 2021/2022 and draft revenue & rating plan 2021-25 were provided for information and feedback.
- An Internal Audit report on the Beaufort Caravan Park was presented by Council's Internal Auditor – AFS & Associates. This report is being used in a full review of the caravan park to inform decision-making on the future direction of the park operations.
- An update was provided on external performance audits that impact upon Council, including: the survey on sexual harassment by the Victorian Auditor-General's Office (VAGO) and an update against VAGO's 2018 audit on local government insurance risks.
- An update on outstanding issues was provided by Council's internal auditors.
- The revised risk management framework, recently approved by the Risk Management Committee, was provided for information.
- The outcomes of the annual self-assessment and Council review of the committee's performance in 2020 were tabled.

All reports anticipated on the Annual Work Plan were provided. The minutes of the meeting are attached for Councillor information.

An opportunity was provided for Committee members to hold closed discussions with internal and external auditors, but this was not exercised.

VAGO Interim Audit

On behalf of the Victorian Auditor-General's Office, Crowe Melbourne conducted the interim phase of Council's financial audit for the financial year ending 30 June 2021. A copy of the Interim Audit Findings and Audit Strategy Memorandum are attached for information.

Three open management letter issues remain unresolved at the time of the interim audit:

- 2020.1 Maintenance of related party records – Identification in 2020 of transactions with a related party that were not disclosed in the documents provided to audit.
 - A process to ensure key management personnel update registers of interests and conflicts of interest checks annually to be implemented by 30 June 2021.
 - A process to ensure key management personnel provide updates of any changes to related parties during the year to be implemented by 30 June 2021.
- 2020.2 Excessive annual leave – Ongoing matter of some staff having outstanding annual leave commitments in excess of 152 hours, which increases the risk of fraud occurring and going undetected. This was progressively being addressed until COVID-19 impacted the ability of staff to travel and reduced the amount of leave taken. Action will be progressively taken over the next 12 months to address this.
- 2021.1 Policies due for review – a new finding at the Interim Audit that the following policies are due for review:
 - Procurement Policy – delayed for review to align with new policy required after 1 July 2021. In progress.
 - Fraud & Corruption Control Policy – review in progress.

The Audit Strategy Memorandum is attached for information. New items included in this financial year include:

- The impact of COVID-19 on financial reports
- Changes to those charged with governance due to local government Council elections

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. K D 02 C - PSC Interim Management Letter-signed [**10.2.1.1** - 9 pages]
2. Audit Strategy F Y 2021 Pyrenees Shire Council - signed [**10.2.1.2** - 26 pages]
3. 2021.05.21 - Minutes - Audit and Risk Committee Meeting [**10.2.1.3** - 31 pages]

FINANCIAL / RISK IMPLICATIONS

All financial and risk matters have been addressed in the body of this report.

CONCLUSION

A meeting of Council's Audit & Risk Committee was held on 25 May 2021. This report provides an overview of discussions at that meeting.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.2. CUSTOMER ACTION REQUESTS - MAY 2021 UPDATE

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 May 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

389 CARs were logged in May 2021, 52 more than the previous month. 269 of these requests related to telephone messages.

431 CARs were closed in the month, leaving a total of 194 outstanding, of which 70 related to telephone messages. The number of outstanding telephone messages has remained steady, reducing by 3% from the previous month.

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

	Avoca Ward	Beaufort Ward	DeCameron Ward	Ercildoune Ward	Mt Emu Ward
Number of requests received in May 2021 (previous month).	29 (24)	38 (61)	19 (8)	19 (16)	15 (16)
Requests received in May and closed in the same month (% of total received).	14 (48%)	24 (63%)	7 (37%)	13 (68%)	8 (53%)
Requests received in May still outstanding.	15	14	12	6	7
Outstanding requests 1 month or older.	18	24	10	12	6
Outstanding requests from 2019.	1	0	0	0	0
Total outstanding requests (previous month).	33 (38)	38 (59)	22 (15)	18 (26)	13(22)

Analysis:

- Work continued in May working at closing out completed requests resulting in total outstanding requests reducing again in May, compared with the previous month, by 42.
- Requests assigned to Wards (non-telephone calls) have reduced by 36 from the previous month.

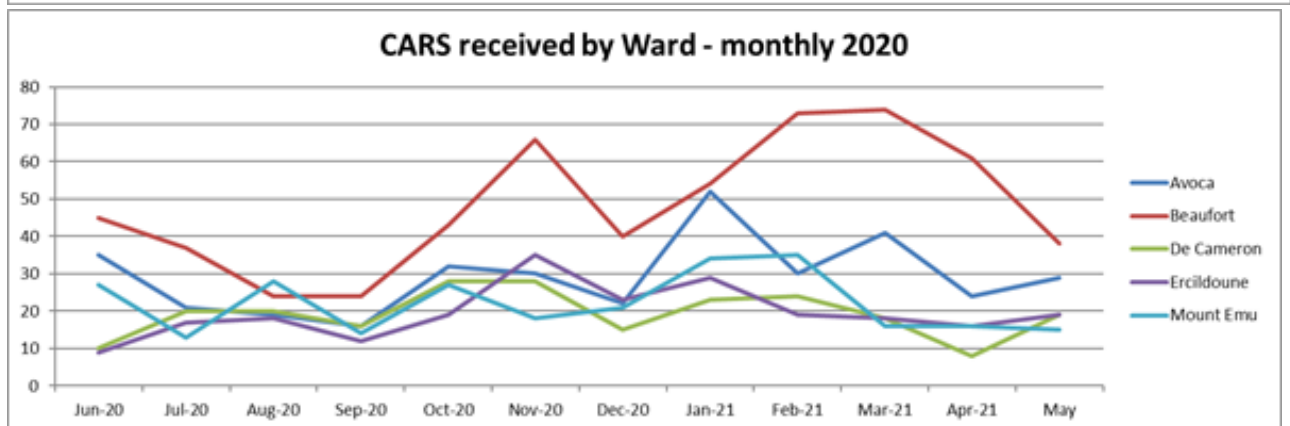
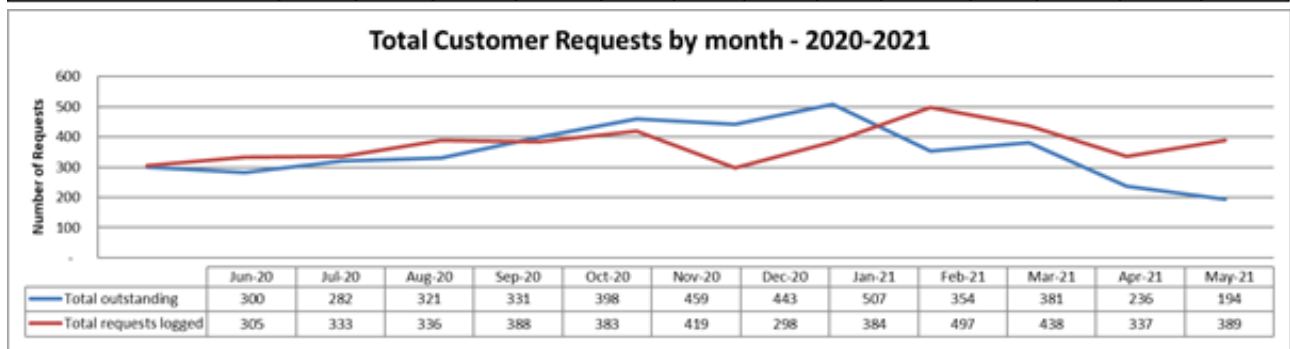
- 38 outstanding CARs relate to case management by the public safety & amenity team so are likely to remain on the listing longer term.
- 9 outstanding CARs relate to drainage issues which are not likely to be resolved within the short term.

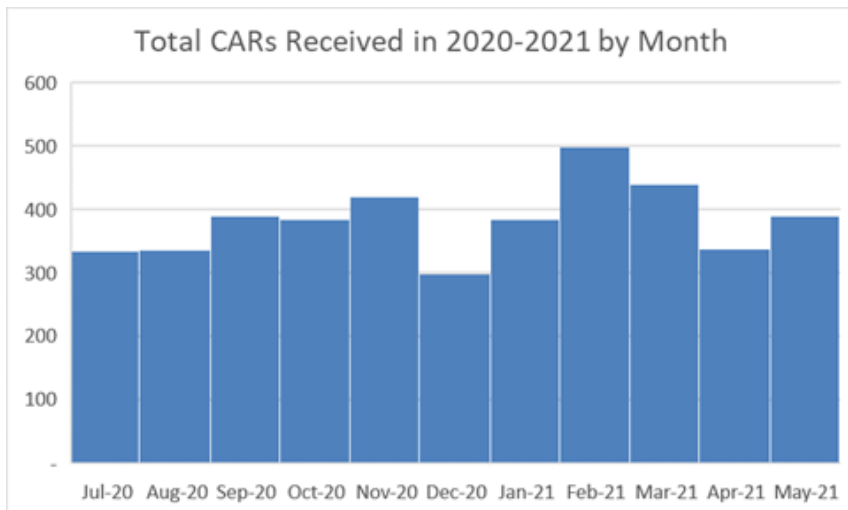
No requests remain outstanding from 2017 or 2018. 1 request remains outstanding from 2019:

- Avoca Ward – 1 outstanding request relating to drainage in Sims Lane, Homebush.

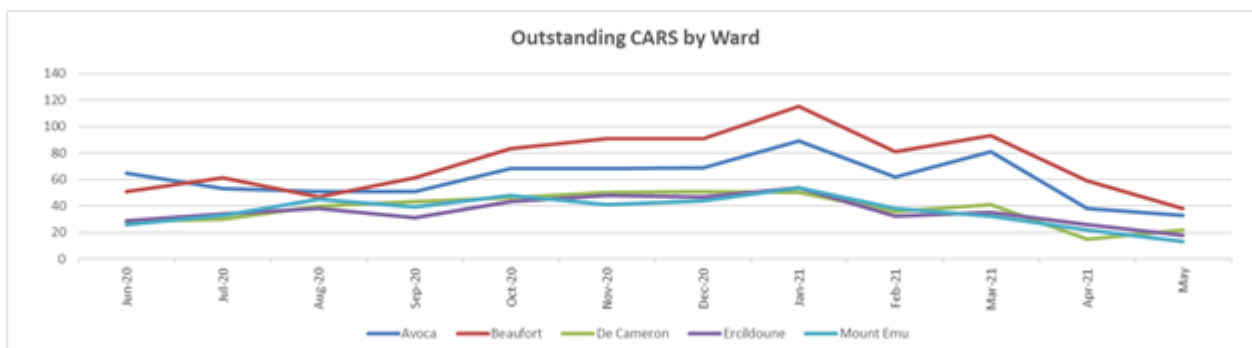
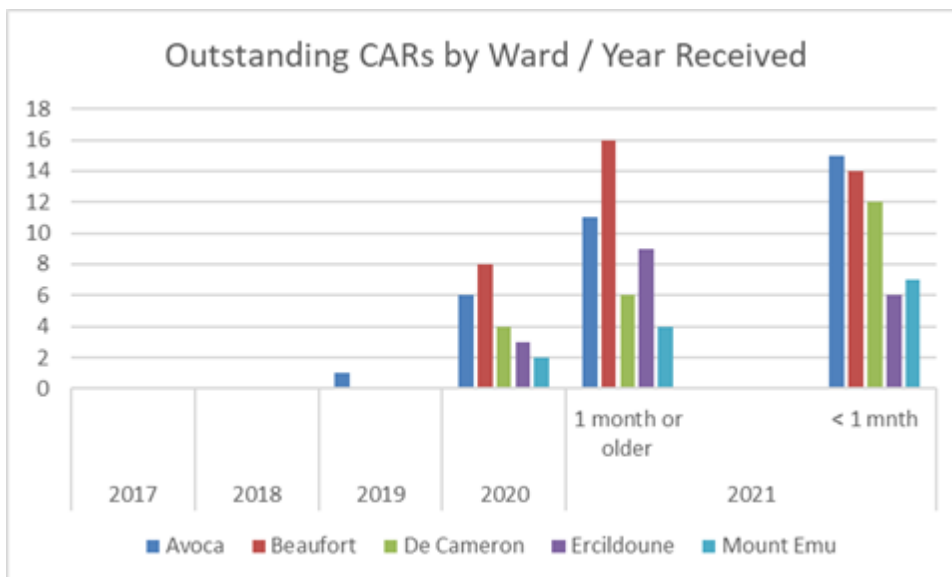
The following tables and graphs display requests received by Ward/month and totals received for 2020/21.

Outstanding requests by age														
Year	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	% Change	
2016														
2017	1	1	1	1	1	1	1	1	-	-	-	-	0	
2018	4	4	4	2	1	1	1	1	1	1	-	-	0	
2019	48	44	39	39	35	34	34	30	22	20	8	1	-7	
2020	247	233	277	289	361	423	407	300	115	107	37	24	-1	
2021								42	216	253	191	169	0	
Total outstanding	300	282	321	331	398	459	443	507	354	381	236	194	0	
Total requests logged	305	333	336	388	383	419	298	384	497	438	337	389	0	





The following charts display outstanding cars by Ward/year received and the trend lines of outstanding CARs numbers of requests received by Ward.



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

	Apr 21	May21	Change
Roads & Road Maintenance	39	34	-5
Streetlights	1	0	-1
Drainage	13	9	-4
Footpaths	3	3	0
Parks & Reserves	7	2	-5
Roadside vegetation	25	18	-7
Environmental Health	2	1	-1
Planning	1	0	-1
Building maintenance	13	9	-4
Local Laws	26	26	0
Cats	12	5	-7
Dogs	9	6	-3
Livestock Act	4	0	-4
Parking	1	0	-1
Fire hazards	0	0	0
Building compliance	0	0	0
Waste management	0	3	3
Natural disasters	0	0	0
Pools	2	2	0
Council cleaning	2	1	-1
EPA - Litter	0	1	1
Design & Assets	3	3	0
GIS	0	0	0
Community Wellbeing	1	1	0
Telephone messages	72	70	-2
TOTALS	236	194	-42

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.

4.1 - Continue to build and develop an engaged, responsive, accountable and capable workforce.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Financial and reputation risks apply with the receipt and timely resolution of customer action requests. Financial because of the need to address requests from the community where resource and budget capacity allows, reputation because of the adverse reaction within the community when it is perceived that insufficient attention or priority is provided to such requests – e.g. where a timely response is not received.

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, although this is reducing. 2021 sees an ongoing review on how the system is used, including finding proactive ways to improve speedier resolution and reporting against progress.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.3. IMPLEMENTING LEGISLATIVE CHANGE PROGRESS UPDATE

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* and the *Gender Equality 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.

The *Gender Equality Act 2020* came into operation on 31 March 2020 when obligations for Council to commence planning and training to meet new obligations, including:

- [duty to promote gender equality](#)
- [gender impact assessments](#)

During 2021, Council must complete the following actions:

- Implement a process to conduct Gender Impact Assessments on all new or reviewed programs, projects and policies that could impact people as soon as possible after 31 March 2021.
- Assess the state and nature of gender inequality in their workplaces through a [workplace gender audit](#). Audits must be based on data available as of 30 June 2021 and must be submitted to the Public Sector Gender Equality Commissioner by 31 October 2021. To facilitate this a workplace survey is underway comprising of 82 gender-focused questions.
- Develop and submit a Gender Equality Action Plan by 31 October 2021.

Future obligation deadlines include:

- Submit progress report against Council's Gender Equality Action Plan by 31 October 2023.
- Capture data for update workplace gender audit as of 30 June 2025.
- Use data and conduct audit to assess the state and nature of gender inequality in the workplace. Submit workplace gender audit data by 31 October 2025.
- Submit second Gender Equality Action Plan by 31 October 2025.
- Submit second progress report by 31 October 2027.

ISSUE / DISCUSSION

Community Engagement Panel

To facilitate the legal requirement to undertake deliberative community engagement in developing the 10-year Community Vision 2021-2031 and Council Plan 2021-2025, 30 community members were selected to participate in a Community Panel. Three workshops were held in May and June and presentation of a draft report was made to Councillors and Officers in early June. Work is now underway with Councillors and members of Council's Senior Leadership Team to finalise the Council Plan in preparation for adoption in September 2021.

Local Government Act 2020 – Integrated Strategic Planning & Reporting Framework

The following diagram shows the one-year, four-year and ten-year repeating sequences of work that form the Integrated Strategic Planning & Reporting Framework.



Figure [SEQ Figure * ARABIC]: Schematic Cycle Diagram - ISPRF

The implementation status of policy and plan deliverables under the Integrated Strategic Planning & Report Framework and the 2020 Act provisions are detailed in the following table. Any item formerly reported as complete are not included.

The following table includes key plans outside of the Act which are due for review in 2021 that form part of Council’s strategic planning framework.

Implementation item	Timeframe	Status
Budget adoption	30 June 2021	Consultation complete. Provided for Council adoption in June.
Revenue & Rating Plan adoption	30 June 2021	Consultation complete. Provided for Council adoption in June.
Community Vision – 2021 to 2031	31 Oct 2021	Deliberative engagement workshops complete. Community Vision outline prepared. Finalisation underway.
Council Plan – 2021 to 2025	31 Oct 2021	Community Vision outline provided. Internal planning underway. Inclusive of Community Vision but not constrained by.
Long Term Financial Plan – 2021 to 2031	31 Oct 2021	In progress. Will align with Community Vision.
Annual Report 2020/21	30 Sep 2021	In progress Working party convened.
Municipal Public Health & Wellbeing Plan 2021-2031	31 Oct 2021	In progress Regional collaborative approach underway.

Municipal Early Years Plan	31 Oct 2021	Planning Additional resources gained to support development.
Positive Ageing Plan	31 Oct 2021	Planning in consideration of Royal Commission recommendations. Collaboration underway with Ararat & Northern Grampians.
Reconciliation Action Plan – Phase 2	Mid-2021	Draft completed and discussed with Advisory Group convened with internal and external participants.
Workforce Plan – 2021-2025	31 Dec 2021	Review in progress.
Asset Management Plan – 2022-2032	30 June 2022	Planning.
Reporting framework review	30 June 2021	Completed – see below.
Revisit Community Engagement Policy	30 November 2021	Planning.

Integrated reporting framework 2021

The integrated reporting framework follows the lead of the planning framework and primarily includes the following reports:

Report	Reporting cycle	Comment
Annual Report	Annually by 30 September	Major report as part of the framework. 2021 report in progress. As previously required. From 2022 will include progress against the 10-year Community Vision. 2021 will include development of the 10-year Community Vision.
Council Plan	Quarterly	Quarterly status report to Council and Community on initiatives' progress, like previous. New – Will include linkages to Community Vision from October 2021. New – Will include linkages to Asset Plan from June 2022.
Budget	Quarterly	Quarterly status report to Council and Community, like previous. Will include linkages to Council Plan from October 2021. Will include linkages to Asset Plan from June 2022.
Financial Audit	Annually by 30 September	Annual report by Victorian Audit-General's Office (sub-contracted to Crowe Melbourne). Included as part of Annual Report.

Gender Equality Act 2020

The Manager People & Culture is leading the implementation of this legislation, supported by the Director Corporate & Community Services and other working group members convened as required.

The following table shows progress to-date for obligations to be undertaken during 2021.

Implementation item	Timeframe	Status
Training and planning <ul style="list-style-type: none"> • Training completed for conducting a workplace gender audit. • Training scheduled for conducting a gender impact assessment on projects, programs, and policy. 	30 May 2021	Completed.
Develop and implement process for conducting a gender impact assessment on projects, programs, and policy.	30 June 2021	In progress.
Conduct gender-focused workplace survey.	30 June 2021	Circulated and awaiting responses.
Capture data for 2021 workplace gender audit.	30 June 2021	In progress.
Conduct workplace gender audit based on data available as at 30 June 2021 and submit to the Public Sector Gender Equality Commissioner.	31 Oct 2021	Training completed
Develop and submit Gender Equality Action Plan.	31 Oct 2021	Not yet started

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.

4.1 - Continue to build and develop an engaged, responsive, accountable, and capable workforce.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

2021/21 is a busy period for the implementation of new or changed legislation having a significant impact on processes, workload, and staff in general. It also provides opportunity to refresh and improve engagement processes with our communities, and the quality of reporting provided throughout the year and annually.

CONCLUSION

A range of new and revised legislation was enacted during the 2020/21 financial year. This report provides an update on the implementation of two major Acts impacting upon and presenting new opportunities for the Pyrenees Shire Council and its communities.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.4. VISION SUPER'S VESTED BENEFITS INDEX (VBI) FOR DEFINED BENEFITS

Kathy Bramwell – Director Corporate and Community Services

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

File No: 48/08/06

PURPOSE

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

BACKGROUND

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

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

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

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

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

ISSUE / DISCUSSION

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

The Vested Benefit Index (VBI) is used to determine if a Defined Benefit plan is in a satisfactory or unsatisfactory financial position. The VBI is calculated as (Market value of assets/Total of vested benefits). A VBI of 100% or greater means that the value of the assets supporting the Defined Benefits plan are more than sufficient to cover the vested benefit liabilities of the plan at that date and, as such, is in a satisfactory financial position.

A VBI less than 100% means that the plan is in an unsatisfactory financial position and the VBI shortfall limit at which point a call for funds may be made upon employers, is set at 97%. Each year, as part of budget deliberations, Council sets aside an amount of \$800,000 in case of such a call. The last time the VBI went below the 97% threshold was in 2012/13.

Since the 31 December 2020 update, equity markets have continued to improve with a decrease in volatility compared to the previous calendar year, which was unprecedented with the spread of COVID-19 around the world.

The 31 March 2021 VBI results have been finalised at 111.5% which satisfies APRA's Superannuation Prudential Standard 160.

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

Year	Q1 Sept (est)	Q2 Dec (est)	Q3 (Mar (est)	Q4 June (actual)
2016/17	103.7%	105.4%	106.6%	103.1%
2017/18	103.8%	106.4%	106.2%	106.0%
2018/19	106.9%	101.9%	105.4%	107.1%
2019/20	107.3%	107.7%	102.1%	104.6%
2020/21	104.5%	109.6%	111.5%	TBA

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The monitoring of the Vested Benefit Index (VBI) provides Council with guidance on the performance of the Defined Benefits Fund. In the event the VBI falls below the shortfall threshold of 97%, the Fund is required under the Superannuation Prudential Standard 160 to formulate a restoration plan to restore the VBI to 100% within three years, which may require additional funds to be sought from individual councils. Council reserves \$800,000 each year in its annual budget to allow for such a call.

CONCLUSION

Information relating to the VBI results have been reported to Council in this report. The estimated VBI of 31 March 2021 is 111.5% which satisfies APRA's Superannuation Prudential Standard 160. At this stage, no action is required.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.5. OUTSTANDING ISSUES UPDATE

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: 16/30/06

PURPOSE

The purpose of this report is to provide Council with an update on outstanding recommendations from internal audit reports.

BACKGROUND

Council has a three-year internal audit program provided by AFS & Associates, currently running from 2020 to 2023. The Outstanding Issues Register details recommendations made through the internal audit program.

Monitoring of completions is undertaken twice per year by Council's internal auditors with reports made to the Audit & Risk Committee to authorise completed items' removal from the register.

ISSUE / DISCUSSION

There are currently 68 items on the outstanding issues register, from 13 separate internal audit reviews extending from 2016 to 2020.

At its December 2020 meeting, Council's Audit & Risk Committee expressed concern at the delays in some issues being resolved and the Executive Leadership Team have recently reviewed all outstanding recommendations with a view to:

- ensuring the ongoing relevance of the outstanding recommendations, and
- forming an action plan to promote greater focus on implementing recommended improvements.

Progress notes and action plans are provided against individual items in the attached register. Action is being taken aiming to have in excess of 30 outstanding issues recommended for closure at the next internal audit review of outstanding issues, prior to the end of 2021.

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.

4.1 - Continue to build and develop an engaged, responsive, accountable and capable workforce.

ATTACHMENTS

1. June 2021 Internal Audit Outstanding Issues Register [GE4A] [**10.2.5.1** - 16 pages]

FINANCIAL / RISK IMPLICATIONS

Financial, operational and governance risks exist if internal audit recommendations are not implemented.

CONCLUSION

A three-year internal audit program is in place and recommendations arising from internal audit reviews are recorded in an outstanding issues register. Regular monitoring and reporting of completions is undertaken with regular reports provided to Council and its Audit & Risk Committee.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.6. 2021 COMMUNITY SATISFACTION SURVEY

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: 44/10/04

PURPOSE

The purpose of this report is for Council to receive the 2021 Community Satisfaction Survey report, and to consider the key findings.

BACKGROUND

Each year Local Government Victoria (LGV) coordinates and auspices a State-wide local government community satisfaction survey throughout Victorian local government areas.

Although participation is optional, questions are relevant to the mandatory local government performance reporting obligations and information gained informs Council's Annual Report.

Key objectives of the survey are to assess the performance of Pyrenees Shire Council across a range of measures and to seek insight into ways to provide improved or more effective service delivery. When coupled with previous data, the survey provides a reliable historical source of the community's views since 1998.

The survey was conducted in February / March 2021 and Pyrenees Shire Council's results are benchmarked against the State-wide average and the average for Small Rural Councils. Other councils in the Small Rural Councils group include:

Golden Plains	Indigo	Queenscliffe	Hepburn
Buloke	Loddon	Strathbogie	Hindmarsh
Central Goldfields	Mansfield	West Wimmera	Murrindindi
Gannawarra	Mount Alexander	Yarriambiack	Benalla

ISSUE / DISCUSSION











While the report, which has been circulated to Councillors separately, contains the detailed findings, the following is a summary of core measures and individual service areas.








Perceptions of Council's performance on all service areas evaluated remained stable or significantly improved over the past year. This is likely to have contributed to a two-point improvement in perceptions of Council's overall performance (index score of 61).

Waste management is Council's most improved area in 2021. Ratings increased by a significant eight points, reversing a multi-year downward trend. Sealed local roads also improved to its highest point to date.

Overall performance

The following report extract provides a summary of Pyrenees Shire Council performance:

Services	Pyrenees 2021	Pyrenees 2020	Small Rural 2021	State-wide 2021	Highest score	Lowest score
 Overall performance	61	59	60	61	Women, Aged 35-49 years	Aged 50-64 years
 Value for money	54	-	52	54	Women, Aged 65+ years	Aged 35-49 years
 Overall council direction	49	48	53	53	Aged 18-34 years, Avoca, DeCameron residents	Aged 50-64 years
 Customer service	66	67	69	70	Women	Men
 Emergency & disaster mngt	72	72	72	71	Aged 18-34 years	Mt Emu residents
 Elderly support services	72	68	72	69	Avoca, DeCameron residents	Aged 18-34 years
 Appearance of public areas	70	69	75	73	Aged 18-34 years	Aged 50+ years, Women
 Art centres & libraries	69	-	72	73	Aged 35-49 years	Mt Emu residents
 Recreational facilities	69	68	69	71	Avoca, DeCameron residents	Aged 18-34 years
 Family support services	68	65	66	66	Aged 65+ years	Mt Emu residents

Services	Pyrenees 2021	Pyrenees 2020	Small Rural 2021	State-wide 2021	Highest score	Lowest score
 Waste management	66	58	68	69	Aged 65+ years	Aged 18-49 years
 Enforcement of local laws	62	-	63	64	Aged 18-34 years	Beaufort, Ercildoune residents, Men
 Bus/community dev./tourism	60	60	62	61	Aged 18-34 years	Beaufort, Ercildoune residents
 Sealed local roads	57	51	53	57	Avoca, DeCameron residents	Mt Emu residents
 Consultation & engagement	55	55	56	56	Aged 18-34 years	Aged 50-64 years
 Community decisions	54	54	56	56	Aged 18-34 years	Aged 50-64 years
 Unsealed roads	44	43	44	45	Aged 65+ years	Aged 18-34 years

The overall performance index score of 61 represents a two-point improvement on the 2020 result and is rated in line with the Small Rural group and the State-wide averages for councils (index scores of 60 and 61 respectively).

Top performance service areas

Emergency and disaster management, and elderly support services (index score of 72 for each) are the areas where Council performed best in 2021. Ratings on elderly support services improved by a significant four points in the last year.

- Council performs in line with the Small Rural average on both measures but significantly above the State-wide average on elderly support services.
- Emergency and disaster management, and elderly support services are the second and third most important services areas according to residents.

Appearance of public areas is the next highest rated area, with an index score of 70. Performance ratings significantly improved on waste management and sealed local roads in the last year (waste index score of 66 and sealed local roads index score of 57). Waste management ratings had been declining in recent years and sealed local roads is now at its highest point to-date.

Low performing service areas

Council did not experience any declines in performance ratings in 2021. Council's lowest rated service is in the area of maintenance of unsealed roads (index score of 44, up one index point). Council rate is in line with the Small Rural and State-wide average on this measure.

Council is also perceived to perform less well when it comes to making decisions in the interest of the community (index score of 54) indicating a need for Council to consider a greater level of visibility about the decisions it makes.

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.

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

ATTACHMENTS

1. CSS 2019 Pyrenees Shire Council Report [**10.2.6.1** - 115 pages]

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report.

CONCLUSION

The 2021 Community Satisfaction Survey provides an assessment of the performance of Pyrenees Shire Council across a range of measures and seeks to provide insights into ways to provide improved or more effective service delivery. The survey also provides Council with a means to fulfil some of its statutory report requirements as well as acting as a feedback mechanism to Local Government Victoria.

OFFICER RECOMMENDATION

That Council notes this report.

10.2.7. PROJECT UPDATE

Jerry van Delft – Project Management Facilitator

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

File No: 22/22/02

PURPOSE

To provide Councillors with an update on projects across the municipality.

BACKGROUND

There are currently 73 projects across the municipality ranging from road and bridge upgrades to the COVID outdoor dining projects. These projects contribute to the realisation of Council Strategic Objectives and Strategies.

The Council created a Project Management Facilitator position in 2020. The Project Management Facilitator has focused on developing policy, project management processes to improve project management across the Council, and the Project Dashboard to improve reporting to the Council and the community.

ISSUE / DISCUSSION

There are currently 73 projects across the Shire made up predominantly of road, bridges and associated drainage works (47 projects / 64% of the total). Projects that support community connection and wellbeing and projects that relate to development and environment account for 18% of the projects each. There are currently 10 projects in the planning phase for implementation from June or in 2021/22 financial year. There are 49 projects in either the closed stage or in the closing stage.

As at May, approximately \$9.2m has been expended on these projects against a 14.4m Budget. The data is currently being uploaded into the new Project Dashboard (see figure 1) which will be available to Council at the June Council meeting and will be published on the website for community access by the end of June.

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. 20210602 Project Update [W7X7] [10.2.7.1 - 8 pages]

FINANCIAL / RISK IMPLICATIONS

Outdoor projects are subject to climatic and environmental conditions. Should there be adverse weather conditions over winter, some projects may face delays in completion. At this stage there are no foreseeable risks.

CONCLUSION

The new Project Dashboard will provide Councillors with more timely and up-to-date information on projects across the Shire. The information will be made available to the public at the end of June 2021.

Projects are on track and predominantly within budget. Any over-expenditures are reported to Council and where appropriate offset by savings in other projects.

OFFICER RECOMMENDATION

That Council notes the project update.

11. COUNCILLOR ACTIVITY REPORTS**11.1. COUNCILLOR ACTIVITY REPORTS - MAY 2021**

Cr Damian Ferrari – Beaufort Ward		
Wed 05	Mayor and CEO Meeting	Phone
Tue 11	Councillor Cuppa and Council Briefing Session	Raglan / Beaufort
Wed 12	Mayor and CEO Meeting	Phone
Sun 16	Deliberative Engagement Session	Lexton
Tue 18	Tour of Lexton Hub	Lexton
Tue 18	Council Briefing Session and Meeting	Avoca
Fri 21	MAV State Council Meeting	Melbourne

Cr David Clark – Ercildoune Ward		
Tue 4	MAV Audit and Risk Committee recruitment	Virtual
Thu 06-07	MAV briefing and Board meeting	Melbourne
Mon 10	Snake Valley Landcare AGM	Snake Valley
Tue 11	Interaction and Council briefing	Raglan / Beaufort
Tue 11	Meet with VLGA President	Virtual
Wed 12	Waubra Wind Farm Community Fund	Waubra
Fri 14	Meet with Minister Leane	Virtual
Mon 17	MAV audit and risk committee	Virtual
Tue 18	Murray Darling Association Conference	Virtual
Tue 18	Council Briefing and Meeting	Avoca
Thu 20	MAV Workcare Board meeting	Melbourne
Fri 21	MAV State Council	Melbourne
Mon 24	UMEC Landcare Network	Beaufort
Tue 25	MAV Vision Super nomination committee	Virtual
Wed 26	Waubra Wind Farm Community Fund	Waubra
Thu 27	Meet with Minister D'Ambrosio	Virtual
Thu 27	Rural Councils Summit	Nagambie

Cr Robert Vance – De Cameron Ward		
Mon 03	Landsborough Public Hall Committee of Management	Landsborough
Tue 11	Councillor Cuppa and Council Briefing Session	Raglan / Beaufort
Fri 14	RCV Meeting	Virtual
Tue 18	Tour of Lexton Hub	Lexton
Tue 18	Council Briefing Session and Meeting	Avoca
Thu 20	Opening of 'The Children in the Lock-Up' Installation	Moonambel
Tue 25	RCV Meeting	Virtual
Tue 25	Barkly Hall and Recreation Reserve Committee AGM	Barkly

Cr Ron Eason – Avoca Ward		
Tue 11	Councillor Cuppa	Raglan
Tue 11	Councillor Briefing Session	Beaufort
Tue 18	Tour of Lexton Hub	Lexton
Tue 18	Councillor Briefing Session	Avoca
Tue 18	Council Meeting	Avoca
Thu 20	Opening of 'The Children in the Lock-Up' Installation	Moonambel
Tue 25	Audit & Risk Committee Meeting	Beaufort

Cr Tanya Kehoe – Mount Emu Ward		
Tue 11	Councillor Cuppa	Raglan
Tue 11	Councillor Briefing Session	Beaufort
Wed 12	Child Safe Standards & Reportable Conduct Scheme	Virtual
Tue 18	Tour of Lexton Hub	Lexton
Tue 18	Councillor Briefing Session	Avoca
Tue 18	Council Meeting	Avoca
Thu 20	Opening of 'The Children in the Lock-Up' Installation	Moonambel

12. ASSEMBLY OF COUNCILLORS

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	11 May 2021 commenced at 2.00pm and closed at 5.45pm		
Meeting Location	Beaufort Council Chambers, 5 Lawrence St, Beaufort		
Items Discussed	<ol style="list-style-type: none"> 1. Beaufort Early Childhood Centre Expansion 2. Deliberative Engagement Session Update 3. Assessment of Community Grant Applications 4. Planning Matters 5. Waste Management 6. Strategic Risk Register Review Workshop 7. Beaufort Golf Club Desalination Plant 8. Agenda Review 9. Art Acquisition Matter 		
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) Martin Walmsley (Manager Community Wellbeing) – Item 1 Ember Parkin (Community Engagement Officer) – Item 2 Katie Gleisner (Manager Planning and Development) – Item 4 Soren Ryan (Manager Engineering) – Item 5 Philip Diprose (Waste and Contract Administration Officer) – Item 5		
Visitors	Nil		
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	18 May 2021 commenced at 2.00pm and closed at 5.45pm		
Meeting Location	RTC Room, Avoca Information Centre, 122 High St, Avoca		
Items Discussed	<ol style="list-style-type: none"> 1. Landsborough General Store 2. Natte Yallock Pipeline Project 3. Waste and Recycling 4. VECO Renewable Power Purchase Agreement 5. Strategic Risk Register Review Workshop 6. West Vic Transmission Line Project 7. Planning Application at Barkly 8. 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) Ray Davies (Manager Economic Development and Tourism) – Items 1 and 2 Katie Gleisner (Manager Planning and Development) – Items 6 and 7		
Visitors	Robert Lane – SED Advisory – Item 1		
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. ECONOMIC DEVELOPMENT AND TOURISM

13.1.1. ECONOMIC DEVELOPMENT UPDATE

Ray Davies – Manager Economic Development & Tourism

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

File No: 22/2/02

PURPOSE

The purpose of this report is to provide an update to Council on economic development activities

BACKGROUND

Economic Development

Covid19

Tourism operators have been significantly impacted due to lock downs throughout the pandemic and the Victorian Governments' Working for Victoria program enabled Council to employ an Economic and Community Recovery Officer in December 2020. The economic recovery component of the role has specifically been to support these small businesses and in particular those involved in hospitality and accommodation.

Funding of the role was for a period of six months and is due to expire mid-June.

The support provided by the Recovery Officer has included direct contact by visit, phone and email to ensure businesses are being supported with current information. These contacts have included details about:-

- The outdoor dining program
- Access to grants
- Referrals to the Small Business Financial Counselling Service
- The Victorian Governments Partners in Wellbeing Program
- Businesses listing their details for free on the Visit Victoria website
- Marketing support
- COVID Safe plans and compliance requirements

Regular E-News updates are being circulated to provide up to date information to over 500 businesses across the Shire.

The Recovery Officer has also entered Avoca and Beaufort in Visit Victoria's "Top Tourism Town" awards program.

The State Government announced support to all Victorian Council's under the "*Business Concierge and Hospitality Support*" program at the end of April 2021.

The funding is being provided to employ workers to proactively promote COVIDSafe practices through direct engagement with businesses.

Councils can use the funding to employ COVID Business Support Officers who will help high-risk locations like markets and shopping strips comply with COVIDSafe requirements such as checking in, physical distancing and cleaning. They will work with local hospitality businesses, community venues and small retailers – including hairdressers, butchers and milk bars – to ensure they can stay COVIDSafe, as well as delivering a wide range of information on COVIDSafe practices to the community.

Recruitment is being undertaken to fulfil the fixed term funded Business Support Officer position at the time of drafting this report.

Landsborough Store Business Case

Consultants are nearing completion of their report on this project following engagement with the relevant parties and a Council briefing in May. It is expected their report into the feasibility of a store in Landsborough will be finalised in July.

Skipton Hospital Project

At the time of writing this report all construction work has been completed and testing of the new straw fueled boiler system has begun. The boilers are expected to be fully operational by mid-June.

North East Pyrenees Pipeline

This project was initiated by The Natte Yallock Landcare Group and a public meeting was held at the Natte Yallock Recreation reserve on 5 March 2021. The event was well attended and presentations to the crowd of around 60 people were made by representatives of GWM Water.

The presentations explained how similar projects such as the South West Loddon Water Supply Scheme were taken from concept to construction. There was strong interest for the project shown on the evening by local farmers, wineries and community members from Redbank and Moonambel.

Subsequent discussions have been held with GWMWater and Central Highlands Water who have indicated their in principal support for a feasibility study.

Case study information has been provided from eleven farmers in the area of interest and preliminary communications have begun with neighbouring councils.

Tourism

Avoca to Moonambel Cycle Trail

A cycle trail is being developed on Council's road network to encourage cycling between Avoca and Moonambel. Signage for the trail is due to be installed shortly with digital maps to be made available via the tourism website and at the starting point in each town.

It is envisaged that additions to the trail will continue to be developed in future to provide linkages to wineries, places of historical interest and scenic locations.

Wine Growth Fund Three

This project is being led by Grampians Tourism in partnership with its LGA members, Pyrenees Shire Council and City of Ballarat.

With the benefit of funding from WGF3 the Grampians and Pyrenees Wineries will be participating in a Melbourne Food and Wine event at the Queen Victoria Market on 30 July.

Unplug and Unwind Marketing Campaign

The aim of the Autumn Unplug and Unwind campaign was to encourage people to escape and enjoy authentic regional experiences in the Pyrenees and leave people feeling enriched, indulged and relaxed. Autumn is the perfect time of year to experience the Pyrenees. Leading into autumn, accommodation providers reported that they were already at 80% capacity through most of autumn and into winter so the campaign focused on camping and daytrips throughout the autumn months.

The primary audience members of the campaign are 'Lifestyle Leaders', 35+ years old, either with or without children who want to get the most out of life and they already habitually travel for short breaks. Geographically, marketing efforts primarily targeted Ballarat and Western Victoria. During this period a partnership project was developed with City of Ballarat and Ballarat Regional Tourism to run a Stay Ballarat Play Pyrenees campaign which targeted the Melbourne markets.

The campaign included:

- Stories and advertising in magazines and newspapers like Uncover Ballarat, Victoria Secrets Magazine and Visit Central Goldfields.
- Media releases, what's on listings and content partnerships
- Weekends-specific and day trip stories and itineraries published on Visit Pyrenees Social Media Channels

Operators were encouraged to get involved by:

- Sending in high-res images highlighting what autumn weekends mean to their business and highlighting any products or events. Any story ideas were also considered for inclusion on Visit Pyrenees stories section.
- Share their autumn photos by tagging #visitpyreneesvic so they can be considered for sharing across Visit Pyrenees channels.

Council's tourism social media channels continued to perform strongly, with increased total impressions (+29%) and ongoing high engagement. Council's tourism content covers a broad range of topics and inspiration. Social media is used as a key tool to drive users to the website.

Visiting Friends and Relatives Program

To support the recovery of the local tourism industry after the effects of the 2020 COVID19 lockdowns, a Visiting Friends and Family Campaign was launched to encourage locals to get their friends and family to plan a trip to the region.

Local residents were invited to become regional ambassadors and post a photo on Facebook or Instagram of their favourite place in the Pyrenees where they would like to spend time with family and friends using #seeyouinthePyrenees.

To give Pyrenees locals some inspiration to get involved, a competition was organised where the winning photo will receive a two night stay at Faraday on Avoca or Mount Cole Cottages for up to 6 people valued at \$800-, which will offer the winners the opportunity to invite a group of friends or family to visit. The campaign ran for 5 weeks over Easter and School holidays and over 40 photos were received. The photos were shortlisted by a judging panel comprising members with photographic backgrounds and the top 10 photos are currently open to public vote. Public voting is being promoted through social media channels and closes 9am Monday 14th June

Events

The gradual easing of Covid-19 restrictions allowed the return of events from late in 2020.

Regular Autumn events resumed this year including the Avoca Races, Beaufort Town Market, Lake Goldsmith Steam Rally and Pyrenees Unearthed Festival.

The latest lock down in Victoria has resulted in the Rotary and Pyrenees Arts Council annual art exhibition and sale in Beaufort being postponed until spring-time.

Current restrictions on gatherings are likely to be an impost on other events and will potentially limit visitation to the area until restrictions are eased once again.

An application has been made under the state Regional Recovery Fund for \$30,000 titled “Kick-starting Events in the Pyrenees”. The aim of the proposal is to provide financial support for event organisers of community and tourism events during 2021/22, and thereby assist community vibrancy and attract visitation.

OPAN

The Opportunities Pyrenees Ararat Northern Grampians (OPAN) project is well advanced with several project elements soon to be finalised. This project is funded by Regional Development Victoria within kind contributions from the three councils. The Project Control Group comprises the CEOs of the three Councils, RDV, OPAN Project Manager, and Paul Hoper, Community Steering Committee Chair.

The main project elements comprise:

1. Housing – Compelling Economics (RemPlan) has been engaged to undertake a population growth and housing demand assessment of key townships across the region to provide an evidence base for future decisions to stimulate investment in housing.
2. Workforce Planning –Compelling Economics (RemPlan) has been appointed to engage with a limited number of major employers to identify future workforce needs across the region and to develop strategy to meet the skills gaps and future workforce needs.
3. Transport Access - Movement and Place Consulting has been engaged to undertake an assessment of current transport access across the region and to develop strategy to meet transport gaps, and to provide evidence base to support future funding and investment in transport solutions.
4. Migration – OPAN was a partner with the AMES in the Try Test and Learn (TTL) project which had the aim of settlement of migrants to our region. In 2020 the OPAN PCG formally withdrew from the project due to it not delivering outcomes initially intended and as a result of a downturn in migration due to COVID19. The PCG has recently advertised to recruit a Migration Coordinator to work with employers to assist in relocating people to the region for employment.

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

This report is to update Council on existing economic development and tourism commitments allowed for within current budgets.

CONCLUSION

The details of this report are for Council information.

OFFICER RECOMMENDATION

That Council:

1. Notes this report.
2. Investigates funding opportunities to progress the feasibility of the Northeast Pyrenees Pipeline project.
3. Seeks a report to be presented to the July Council meeting on the outcome of the Landsborough Store Business Case project
4. Seeks a further report be presented to Council on the "Kick-starting events in the Pyrenees" project.

13.2. ASSET AND DEVELOPMENT SERVICES

13.2.1. AVOCA RIVER FLATS

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: .

PURPOSE

The purpose of this report is to provide Council with information relating to the State's *Proposed Regulated Watercourse Land Regulations (the Regulations)*; and how the proposed Regulations might inform Council's approach to land management matters associated with the Avoca River flats (**the Frontage**), between the Pyrenees Highway and Duke Street.

BACKGROUND

The area of Crown land is a Natural Features reserve, largely managed by the Department of Environment Land Water and Planning (DELWP), with the exception of two small portions which have been delegated to Council. These areas include the skate park and a community use area that has previously accommodated municipal infrastructure.

The Regulations seek to provide a consistent approach to the regulation of recreational activities, whilst:

- Protecting the environment, including natural and cultural values, and water quality;
- Supporting the enjoyment of those using the land for recreation; and
- Managing fire risk.

The Regulations include provisions to manage hygiene and waste to protect water quality and amenity. This includes prohibiting the disposal of soap and grey water within 20 meters of a watercourse (unless otherwise specified) and requiring that all waste and personal property be removed prior to vacating the land. The Regulations also seek to restrict camping from within 20 meters of a watercourse and prohibit camping in the same area for more than 28 consecutive nights.

The Regulations apply to all Crown land within 200 meters of a watercourse, except if the land is vested in trustees or a municipal council or managed by a committee of management appointed under the *Crown Land (Reserves) Act 1978*.

Under its current management arrangement, the Frontage will be subject to the new Regulations, once enacted on 1 September 2021.

ISSUE / DISCUSSION

The Avoca community continues to highlight the importance of the Frontage to the town's tourism and visitation, public open space and amenity.

It is probable that the Regulations will facilitate additional demand on the Frontage through extended stays and other changed restrictions. With the Frontage under the management of DELWP, Council does not have the authority to regulate the recreational usage of the area (including camping) and therefore may not be able to protect the asset to ensure that it continues to provide all of the benefits to the community that it currently does.

In considering whether or not to influence the management of the Frontage, Council should become informed as to the value that the Frontage provides to the community, both as a public open space suitable for informal recreation and community events, and as a location that supports overnight visitation to the town.

Council may seek to understand the impacts that the Regulations are likely to have on existing accommodation businesses such as the Avoca Caravan Park, numerous wineries, and bed and breakfast offerings. It may also seek to understand how the changed management arrangement impacts the community market, Pyrenees Unearthed Festival, and other events that the Frontage is capable of hosting.

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.

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

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

ATTACHMENTS

1. Proposed RWL Regulations DELWP A 4 [13.2.1.1 - 44 pages]

FINANCIAL / RISK IMPLICATIONS

Existing resources can be used to undertake the engagement exercise.

CONCLUSION

The frontage is significant to the identity of the Avoca township and the community that it supports.

The Regulations are expected to exacerbate conflicting land uses and compromise existing amenity and economic benefits.

To allow Council to consider possible interventions, we need to further understand the changes and what the effects are likely to be on the values identified throughout this report.

OFFICER RECOMMENDATION

That Council:

1. further investigates the impacts that the *Land (Regulated Watercourse Land) Regulations* are likely to have on the Avoca River Frontage between the Pyrenees Highway to Duke Street, by consulting with the Avoca community and business sector (both retail and accommodation); and
2. Following the completion of recommendation 1, seeks a further report to be presented to Council, detailing the findings and any options for intervention.

13.3. CORPORATE AND COMMUNITY SERVICES

13.3.1. RENAMING A SECTION OF MOUNTAIN VIEW ROAD

April Ure – Property Revenue Officer

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

File No: 58/02/08

PURPOSE

The purpose of this report is to finalize the renaming of a portion of a section of Mountain View Road, north of Moonambel, to remove confusion and allow for the recent extension of Mountain View Road.

BACKGROUND

At the Ordinary Meeting of Council on the 20th July 2020, Council resolved to commence the process for the renaming of a section of Mountain View Road, Moonambel, with the view to remove confusion with property addresses. The resolution required Officers to:

1. Commences the process to rename a section of Mountain View Road as Goddard Lane.
2. Seeks approval from GeoNames to proceed with the use of the name Goddard Lane.
3. Gives public notice of the proposed renaming and ask for public submissions in accordance with Section 223 of the Local Government Act 1989.
4. Writes to affected landowners advising of the road naming proposal and the invitation for public submissions.

ISSUE / DISCUSSION

Following the 20th July 2020 resolution from Council Goddard Lane was advertised in the Pyrenees Advocate on 19th March 2021 that gave public notice of the proposed renaming and sought public feedback in accordance with Section 223 of the Local Government Act 1989.

Letters were sent to neighboring properties on the 12th March 2021 that gave notice of the proposed renaming and sought feedback in accordance with Section 223 of the Local Government Act 1989.

Two submissions were received in the four-week consultation period: one verbal and one written. Both submissions wanted to keep the current naming of Mountain View Road, which is unable to be accommodated due to the need to comply with the 'Statutory requirements for naming roads, features and localities 2016' and the Australian Standards for Signing and Rural and Urban Addressing.

The approval of GeoNames was not required prior to adoption of the name Goddard Lane as there was no issues with the road naming that warranted In Principal Support.

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

1. N P 36 Mountain View Road Renaming Map [**13.3.1.1** - 1 page]

FINANCIAL / RISK IMPLICATIONS

The naming of new roads and accurate addressing is important to ensure that residents are able to be located by emergency services and to receive mail. To mitigate the risk of errors, Council needs to comply with the 'Statutory requirements for naming roads, features and localities 2016' and the Australian Standards for Signing and Rural and Urban Addressing.

CONCLUSION

To complete the naming process, a name needs to be formally adopted by Council, along with the recommendation to forward a report to the Registrar of Geographic Names for the consideration of this renaming of a section of Mountain View Road to Goddard Lane.

OFFICER RECOMMENDATION

That Council:

1. Seeks approval from the Registrar of Geographic Names to proceed with the use of the name Goddard Lane.
2. Subject to In Principle Support from the Registrar of Geographic Names, Council adopts the name Goddard Lane with has historical ties to the area.
3. Forwards a report to the Registrar of Geographic Names for consideration of the name Goddard Lane.

13.3.2. INTERNAL AUDIT PROGRAM SERVICE PROVIDER 2021-2022**Kathy Bramwell – Director Corporate and Community Services****Declaration of Interest:** As author of this report, I have no disclosable interest in this item.**File No:** 32/04/04**PURPOSE**

The purpose of this report is to seek Council endorsement of a recommendation to extend the contract for internal audit services provision for a further 12 months.

BACKGROUND

The current contract for internal audit services provision was awarded in 2017 to AFS & Associates of Bendigo as a result of a public tender process. Annexure A of the current contract, item 11, allows for further terms to be awarded of 1 x 1 x 1 year options.

In 2020, Council approved an extension of the original contract for a further 12 months to 30 June 2021, following a recommendation made by Council's Audit & Risk Committee.

ISSUE / DISCUSSION

To maintain consistency of approach and building upon the organisational knowledge developed over the past four years by AFS & Associates, it is considered appropriate that the second term extension option in the existing contract be utilised to extend the contract by a further 12 months to 30 June 2022.

Council's Audit & Risk Committee have considered, via email exchange, extending the contract for a further 12 months and have made a recommendation to Council that this is endorsed through Council Resolution.

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

Internal Audit provides a third line of defence in the process of managing key enterprise risks by providing independent and expert review services for operational processes and performance within Council.

CONCLUSION

The Audit & Risk Committee have recommended that Council endorses a further extension of the existing contract with AFS & Associates for internal audit services, for a further 12 months to 30 June 2022.

OFFICER RECOMMENDATION

That Council extends the existing contract with AFS & Associated for internal audit services, for a further 12 months to 30 June 2022.

13.3.3. 2021/22 ANNUAL BUDGET

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 2021/22 budget has been prepared in line with Council's Draft Revenue and Rating 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.

The Draft Budget 2021/22 was endorsed for community consultation at the ordinary meeting of Council on the 20 April 2021. Community engagement on the draft budget included:

- Public Notice advising ratepayers of their opportunity to provide comment on the proposed Budget 2020/22 in the Pyrenees Advocate.
- A mail-out to all addresses within the shire detailing high-level budget inclusions and advising ratepayers of their opportunity to provide comment on draft Budget.
- Facebook posts on Council's page encouraging residents to provide feedback.
- Copies of the draft Budget were made available for public inspection at Customer Service Centre in Beaufort and at Council Resource Centres in Avoca, Beaufort and Landsborough, in hard copy.
- An electronic copy of the draft plan was published on Council's website.

Submissions to the budget were heard on the Proposed Budget 2021/22 at a Council Briefing on Tuesday 8 June 2021.

Additionally, Officers have made the following changes to the draft budget release for public consultation:

- The rate in the dollar to be levied as general rates under Section 158 of the Act have been updated to reflect final revaluation figures.
- Waste management charges and costs have been updated to reflect contract prices approved at the Council meeting on 18 May 2021.

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. Proposed Budget 2020-21(for adoption) [13.3.3.1 - 65 pages]

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. Having considered submissions to the revised draft Budget 2021/22 resolves:
 - a. To adopt the Budget 2021/22, being the budget prepared for the 2021/22 financial year in accordance with s.94 of the Local Government Act 2020.
 - b. To authorise the Chief Executive Officer to give notice of the decision to adopt such budget.
 - c. To acknowledge the contribution of submitters to the budget process and thank them for their contribution.
 - d. To authorise officers to provide a formal response to each submitter.
 - e. That the following details are provided in relation to the 2021/22 budget:
 - i. Disclosure that as of 30th June 2021, the total amount borrowed by the Pyrenees Shire council will be \$nil.
 - ii. There will be no new borrowings for the 2020/21 financial year.
 - iii. Having considered the final valuations certified by the Minister, the proposed rate in the dollar for each type of rate to be levied for the period 1st July 2021 to 30th June 2022 be as follows:

Type of Rate	Cents/\$CIV
Houses, Flats etc.	0.3231

Commercial	0.3554
Industrial	0.3554
Vacant Land under 2 Hectares	0.9564
Vacant Land between 2 and 40 Hectares	0.7594
Vacant Land greater than 40 Hectares	0.5049
Undevelopable land	0.3231
Farms	0.2391
Recreational and Cultural	0.1616

- f. To apply a rebate to all properties classified as Cultural and Recreational Land.
 - g. Not to raise a Municipal Charge.
 - h. Proposes to levy a Waste Facilities/Disposal Charge of \$202.00 for the period 1st July, 2021 to 30th June, 2022 on improved properties, and a Waste Facilities Levy of \$68.00 for the period 1st July, 2021 to 30th June, 2022 on unimproved properties. Owners of “farm rated” properties will pay a maximum of three “unimproved charges” for farm rate properties upon application.
 - i. To levy a Kerbside Garbage, Recycling and/or Green Waste collection service of \$498 on those properties receiving a service in the Beaufort and Avoca kerbside collection districts for the period 1st July 2021 to 30th June 2022.
 - j. To levy a Kerbside Garbage and Recycling collection service of \$498 in the other urban townships and rural areas for the period 1st July 2021 to 30th June 2022.
2. That the general rates and service charges referred to in this recommendation shall be levied by the service of a notion on each person liable to pay such rate or charge in accordance with s.158 of the Local Government Act 1989.
 3. That the rates and charges declared by the Council for 2021/22 financial year must be paid as follows:
 - a. By four instalments made on or before the following dates:
 - i. Instalment 1 – 30 September 2021
 - ii. Instalment 2 – 30 November 2021
 - iii. Instalment 3 – 28 February 2022
 - iv. Instalment 4 – 31 May 2021 OR
 - b. By a lump sum payment made on or before 15 February 2022.
 4. That the Chief Executive Officer be authorised to levy and recover the general rates and annual service charges in accordance with the Local Government Acts 1989 and 2020.

13.3.4. 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: 32/08/18

PURPOSE

The purpose of this report is for Council to consider and adopt the Revenue and Rating Plan 2021-2025.

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 and which were previously adopted by Council:

- Financial Assistance Policy (adopted by Council on 20 April 2021)
- Investment Policy (adopted by Council on 18 May 2021)
- Borrowing Policy (adopted by Council on 18 May 2021)

ISSUE / DISCUSSION

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 represent a significant revenue source for Council, comprising approximately 36% 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.

A draft Revenue and Rating Plan was endorsed for community consultation at the ordinary meeting of Council on the 20 April 2021. Community engagement on the draft plan included:

- Public Notice advising ratepayers of their opportunity to provide comment on the proposed Revenue and Rating Plan in the Pyrenees Advocate.
- A mail-out to all addresses within the shire advising ratepayers of their opportunity to provide comment on draft revenue and rating plan.
- Facebook posts on Council's page encouraging residents to provide feedback.
- Copies of the draft plan were made available for public inspection at Customer Service Centre in Beaufort and at Council Resource Centres in Avoca, Beaufort and Landsborough, in hard copy.
- An electronic copy of the draft plan was published on Council's website.

No feedback or submissions were received in relation to the draft Revenue and Rating plan.

Minor changes to the draft presented have been made by officers to provide more clarity around the administration of the waste management charge, in response to an internal audit review recommendation.

In accordance with the Gender Equality Act 2020 a Gender Impact Assessment was conducted and included in the final Plan.

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. Revenue and Rating Plan 2021 to 2025 [**13.3.4.1** - 49 pages]

FINANCIAL / RISK IMPLICATIONS

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

CONCLUSION

Following a period of community consultation, the Revenue and Rating Plan 2021-2025 is now presented for Council to consider and adopt.

OFFICER RECOMMENDATION

That Council resolves to adopt the Revenue and Rating Plan 2021-2025.

13.3.5. COMMUNITY ASSET COMMITTEE - 5 STATION STREET, AVOCA

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: 16/16/28

PURPOSE

The purpose of this report is for Council to establish a new Community Asset Committee for the purposes of managing and maintaining the newly acquired property at 2 Station Street, Avoca.

BACKGROUND

Section 65(1) of the Local Government Act 2020 (the Act) allows Council to establish Community Asset Committees and appoint members to those Committees as necessary to enable a Committee to manage a community asset within the municipal district.

Section 47(1)(b) of the Act allows the Chief Executive Officer, by Instrument of Delegation, to delegate any power, duty or function of the Council that has been delegated to the Chief Executive Officer to the members of a Community Asset Committee. Delegations must include:

- Specified limit on any financial delegation and the specified purpose for which the financial delegation may be used,
- Compliance with specified governance requirements to ensure appropriate standards of probity are met, and
- Specified monitoring and reporting of the activities and performance of the Community Asset Committee.

ISSUE / DISCUSSION

Pyrenees Shire Council recently completed the acquisition of property to the north of the railway line in Avoca at 2 Station Street, Avoca. It is proposed that activities and management of this facility will be undertaken, on behalf of Council, by members of the Avoca Community Arts & Gardens Inc (ACAG), the Committee of which currently sub-lease and manage the premises on the southern side of the railway line at the old railway station in Avoca.

It is proposed that the existing ACAG Committee will form the membership of the Community Asset Committee for 2 Station Street, Avoca. Council is requested to formalise appointment of membership to the Community Asset Committee as follows:

- Hugh Forster
- Allan Murphy
- Chai Chin Lim
- Toni Schrader
- Margaret Pilgrim
- Joan McCormack
- Jo Nurse
- Vicki-Claire MacDonald

An Instrument of Delegation is under preparation for authorisation by the Chief Executive Officer, together with a governance manual similar to that provided to other committees recently.

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

Nil

FINANCIAL / RISK IMPLICATIONS

Risk implications arising by community use of a Council-owned community facility are managed by implementation of a governance structure in accordance with the Local Government Act 2020 for the management and maintenance of the facility.

CONCLUSION

The Local Government Act 2020 allows Councils to establish Community Asset Committees to manage community assets within the Pyrenees Shire. It is proposed that a newly acquired facility at 2 Station Street, Avoca, be managed and maintained, in accordance with Council's governance structure, by the existing committee of the Avoca Community Arts & Gardens Inc, who sub-lease an adjacent facility from Council at the old railway station, Avoca.

OFFICER RECOMMENDATION

That Council:

1. Establishes a new Community Asset Committee to manage the newly acquired premises at 2 Station Street, Avoca – to be known as the Avoca Community Arts & Gardens Community Asset Committee,
2. Formally appoints the following community representatives to the Community Asset Committee (being members of the existing Avoca Community Arts & Gardens Inc Committee):
 - Hugh Forster
 - Allan Murphy
 - Chai Chin Lim
 - Toni Schrader
 - Margaret Pilgrim
 - Joan McCormack
 - Jo Nurse
 - Vicki-Claire Macdonald
3. Requires, in accordance with section 47(6) of the Local Government Act 2020, Council Officers to appropriately guide and monitor activities of the Community Asset Committee established under section 65 of the Act, and report annually on committee activities to Council.

13.3.6. COUNCILLOR ALLOWANCES

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: 18/02/02

PURPOSE

The purpose of this report is for Council to endorse the setting of Councillor allowances for the next four years.

BACKGROUND

Section 39 of the *Local Government Act 2020* provides that Mayors and Councillors are entitled to receive an allowance while performing their duty as an elected official. The Victorian Government sets the upper and lower levels for allowances paid to Councillors.

Despite the repeal of sections 73 and 74 of the *Local Government Act 1989*, this section continues to apply in respect of allowances payable to Mayors and Councillors until the first Determination is made by the Victorian Independent Remuneration Tribunal, under the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019*, which has not yet been made. Allowances payable to Councillors are currently determined by councils in accordance with limits set by the Victorian Government.

Section 74 of the *Local Government Act 1989* requires councils to review allowance levels by 30 June in the year following a general election and the allowance level determined remains in effect for the full term of the Council.

Allowance levels are subject to annual automatic adjustments that are announced in the Victorian Government Gazette by the Minister for Local Government. A Council can only undertake a further review of its allowance level during its term if:

- The limits set by the Government for any of the categories are changed,
- A council's category status was changed after an annual assessment found extraordinary movements in its population and revenue figures, or
- A council makes a successful submission to a Local Government Panel to have its category changed on the basis of an exception circumstances case.

Councils are divided into three categories based on the income and population of each Council. Pyrenees Shire Council is a Category 1 Council.

In addition to the annual allowances, Councillors remain entitled to be reimbursed for any necessary out-of-pocket expenses they incur while performing their duties as a councillor. Allowances are also subject to the superannuation guarantee at the level currently in place.

Allowance levels are subject to annual reviews undertaken by the Minister for Local Government. The Minister has conducted this review under section 73B of the *Local Government Act 1989* and determined that, this year, no adjustment to allowances will be made in respect of all councils.

ISSUE / DISCUSSION

Following the 2020 local government general election in October 2020, Council reviewed its allowances at its meeting in November 2020. At that meeting, Council set an in-principle position on the level of allowances to be paid and public feedback was subsequently sought.

No submissions were made in this regard, and it is now proposed that Council adopts the following maximum permitted allowances for the current four-year term:

- Councillor - \$21,049 per annum
- Mayor - \$62,884 per annum

Superannuation at 9.5% is paid in addition to this.

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.

4.1 - Continue to build and develop an engaged, responsive, accountable and capable workforce.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Councillor allowances have been provided for in the 2020/21 and 2021/22 budgets and all long-term financial planning. Public feedback was sought in late 2020 and Council resolution to adopt the allowances as indicated in this report is requested.

CONCLUSION

Under s74 of the Local Government Act 1989 Council must review its mayoral and councillor allowances by 30 June following a local government general election.

OFFICER RECOMMENDATION

That Council, in accordance with the Ministerial direction, resolves that Councillor allowances for the term of the new Council remain as in place before the general election, as follows:

- a. That the Mayoral allowance be \$62,884 per annum plus superannuation guarantee.
- b. That the Councillor allowance be \$21,049 per annum plus superannuation guarantee.
- c. That allowances be adjusted annually in accordance with reviews undertaken by the Minister for Local Government.

13.4. CHIEF EXECUTIVE OFFICE

13.4.1. WESTERN VICTORIA TRANSMISSION NETWORK PROJECT

Jim Nolan – Chief Executive Officer

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

File No: 60/04/02

PURPOSE

The purpose of this report is to inform Council about the Western Victoria Transmission Network Project (WVTNP) and to seek direction from Council in respect of forming a position on the project.

BACKGROUND

The following is an excerpt from the WVTNP website providing information about the project:

“The Western Victoria Transmission Network Project proposes the development of a new transmission line starting at Bulgana, near Stawell in Victoria’s west, and covering approximately 190km to the north-western Melbourne suburb of Sydenham.

The Western Victoria Transmission Network Project (WVTNP) is critical infrastructure required to unlock the renewable energy potential of western Victoria as a key Renewable Energy Zone and will help to deliver clean and affordable energy to Victorians. The project will also drive economic growth and bring new job opportunities to the region.

The project will include:

- *a new terminal station to the north of Ballarat*
- *new 220 kilovolt (kV) double circuit overhead transmission lines from the new terminal station to Bulgana (via Waubra) new 500kV double circuit overhead transmission lines from Sydenham to the new terminal station*
- *several minor upgrades, including to existing electricity infrastructure.*

The project is being delivered by AusNet Services, through its commercial division Mondo. In December 2019, Mondo was appointed by the Australian Energy Market Operator (AEMO) after a competitive tender. Mondo’s role is to plan, develop, design, conduct community engagement, construct, own and operate the project.

The project will need assessment and approval from state and federal governments. As part of the assessment and approval process, we will undertake detailed environmental, heritage and social investigations and we want your involvement along the way.

An Area of Interest (Aoi) was identified in early 2020 based on a range of technical investigations on the land between Bulgana and Sydenham. Following consideration of community consultation and feedback, along with early investigations, AusNet Services has now narrowed down the Aoi to corridors. These corridors will be considered, along with the output of further community consultation, to identify to a single corridor and refine a final route.”

A fact sheet is attached to this report which provides further detail about what is proposed and detailed information about the corridors being investigated for the transmission line infrastructure.

Of importance to Pyrenees is that section 1 and part of section 2 of the corridor is within the Pyrenees shire and in close proximity to the townships of Lexton and Waubra.

ISSUE / DISCUSSION

In August 2020 the Minister for Planning required that an environment effects statement (EES) be prepared to assess the potential environmental effects of the project.

The final scope for the EES has been approved by the Minister, and the scoping document can be accessed at: https://www.planning.vic.gov.au/_data/assets/pdf_file/0020/506504/WVTNP-EES-Scoping-Requirements-final.pdf

The following is an extract from the Scoping Document:

“The project comprises new high voltage transmission lines connecting an existing terminal station at Bulgana, north of Ararat, with a new terminal station to be built adjacent to an existing terminal station at Sydenham, on the north-western outskirts of Melbourne (Figure 1). The new transmission lines will operate at 220 kV between Bulgana and another new terminal station, to be built to the north of Ballarat, and at 500 kV between that new terminal station and Sydenham. Some works will also be required at existing terminal stations at Ballarat and Elaine (south of Ballarat). The total length of the project is approximately 190km.

The alignment for the project is proposed to be located within a broad area of interest of urban, peri-urban and rural land with tenures that include private land, predominantly used for farming, and public land, managed for conservation or other public purposes (Figure 1). The area of interest is narrower for the western component (Bulgana to Waubra) and, in a west to east direction, widens from the Waubra Terminal Station to provide for the new terminal station to the north of Ballarat and to a new terminal station adjacent to the existing Sydenham Terminal Station.

Identification and investigation of potential corridors and alignments within the area of interest will be undertaken within the parameters of the EES.

The project was analysed by the Australian Energy Market Operator (AEMO) through a regulatory

investment test for transmission (RIT-T). AEMO then conducted a competitive tendering process before awarding the construction contract to Mondo. The RIT-T and tender award were predicated on an overhead design for the transmission lines. This matter is discussed in Section 3.4 below.

The proposed overhead transmission line will require lattice towers spaced at intervals of approximately 450- 550m. Towers will be 40m to 60m high for the 220kV section of the project and 60m to 80m high for the 500kV section. The proponent will seek to acquire an

easement (a limited interest in the land) in which to build and operate the project. The easement will typically be 40m to 60m wide for the 220kV section of the project and 70m to 100m wide for the 500kV section of the project.

The area of interest includes parts of six municipalities and five catchment management authorities. Five registered Aboriginal parties which represent the interests of Traditional Owner groups also have interests in the project's area of interest."

Ausnet Transmission Group Pty Ltd has been engaged as the proponent for the project to prepare the EES. The technical assessment has commenced, and a Technical Reference Group (TRG) has been appointed to advise the proponent. The TRG includes representation from Pyrenees Shire Council.

The proponent has undertaken community engagement including drop-in sessions conducted in relevant townships including at Waubra in March 2021.

Ausnet has prepared a Community Consultation Plan which is available on the project website. They have also sought to establish Community Consultation Groups (CCG) and an independent chair for the CCG has been appointed.

The project has attracted a significant of media attention and interest in communities generally to the east of the project, and it will be important for the Pyrenees community to monitor and have input into the process given the potential for impacts.

Possible impacts and considerations which will form part of the EES include:

- Alternative corridors, alignments, site locations, designs
- potential effects on biodiversity, including loss, degradation or fragmentation of habitat
- effects on Aboriginal and historic cultural heritage values
- impacts on visual and landscape values; and
- other effects on land uses and the community.

Important for the community is the visual impact of overhead powerlines, and for landowners within the corridor, the impact on land uses including on agricultural activities.

While the scoping document describes the proposed transmission line between Waubra and Bulgana as 220kV it is understood that consideration is also being given to an alternative higher capacity 500kV line which, if adopted is likely to have greater impact.

Council may seek to support our affected communities by ensuring there is sufficient dissemination of information, and by encouraging residents and landowners to get involved. It is also suggested that Council look to stay informed by engaging with the proponent and collaborating with other affected councils with the view to forming a position on the project.

Currently work is being undertaken to define a preferred corridor based on the corridor with the least constraints. It is expected that this will be finalised in mid-late 2021. It will be important that Council gives consideration to having input into the process for determining preferred route within the Pyrenees Shire.

It will also be important for Council to consider making a submission to the EES once the EES is placed on exhibition. A Public Inquiry is expected to consider the EES together with the draft planning scheme amendment and public submissions in mid 2022.

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.

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.

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

ATTACHMENTS

1. WVTNP Fact Sheet The corridors and the next steps in determining the final route [**13.4.1.1** - 9 pages]

FINANCIAL / RISK IMPLICATIONS

There is a risk that communities will be adversely impacted by the proposed project as outlined above.

CONCLUSION

The WVTN project which is the subject of an EES currently being undertaken, has the potential to impact adversely on communities, residents, and landowners in the Pyrenees Shire. This report provides background and information about some of those possible impacts and the following recommendations are provided for Council consideration.

OFFICER RECOMMENDATION

That Council:

1. Continues to ensure it has representation on the Technical Reference Group for the WVTN project EES
2. Invites representatives of the proponent, AusNet Services to meet with Council to brief Council on the project, and in particular on the process for determining the preferred corridor
3. Engages with other affected Councils to share information and understanding about the project
4. Seeks to engage with the affected landowners, residents, and communities in the shire to assist in understanding the local views and concerns about the project
5. Continues to advocate on behalf of the affected communities to AusNet Services where appropriate.
6. Seeks that a progress report be brought to Council in six months or earlier as appropriate.

14. COUNCILLOR REPORTS AND GENERAL BUSINESS

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, and Section 66 of the Local Government Act 2020, the meeting be closed to the public in order to consider confidential items.

RECOMMENDATION

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

- 15.1 Performance Report

RE-OPENING OF MEETING TO MEMBERS OF THE PUBLIC

RECOMMENDATION

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

16. CLOSE OF MEETING

Meeting closed at

Minutes of the meeting confirmed

2021

Mayor