



Pyrenees
Shire Council

Minutes

Ordinary Meeting of Council

6:00pm Tuesday 20 July 2021
Virtual

Members of the public were able to view the meeting virtually via the livestream.

TABLE OF CONTENTS

1. WELCOME	3
2. STREAMING PREAMBLE	3
3. OPENING PRAYER	3
4. ACKNOWLEDGEMENT OF COUNTRY	3
5. APOLOGIES.....	3
6. NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS	3
7. CONFIRMATION OF THE PREVIOUS MINUTES.....	3
8. BUSINESS ARISING	3
9. PUBLIC PARTICIPATION.....	4
10. ITEMS FOR NOTING	6
10.1. Asset and Development Services.....	6
10.1.1. Planning and Development Monthly Report.....	6
10.2. Corporate and Community Services	13
10.2.1. Customer Action Requests - June 2021 Update	13
10.2.2. Risk Management	18
11. COUNCILLOR ACTIVITY REPORTS	21
11.1. Councillor Activity Reports - June.....	21
12. ASSEMBLY OF COUNCILLORS.....	23
12.1. Assembly of Councillors Items	23
13. ITEMS FOR DECISION	25
13.1. Economic Development and Tourism	25
13.1.1. Landsborough General Store	25
13.2. Asset and Development Services.....	31
13.2.1. Petition - Waste & Recycling Collection Service - Haighs Lane	31
13.2.2. Rebate to Residents - Waste & Recycling Collection Service	35
13.2.3. PA3045/20 - Development of Three Dwellings	37
13.3. Corporate and Community Services	43
13.3.1. Insurance Program Renewal 2021/22	43
13.3.2. Fraud & Corruption Policy and Framework.....	45
13.3.3. Community Grants - 2020/21 3rd Round	47
13.3.4. Place Naming Proposal - Rotary Place, Beaufort.....	55
14. COUNCILLOR REPORTS AND GENERAL BUSINESS	58
15. CONFIDENTIAL ITEMS	60
16. CLOSE OF MEETING	61

1. WELCOME

Mayor Cr Damian Ferrari welcomed all to the meeting.

PRESENT

Mayor: Cr Damian Ferrari

Councillors: Ron Eason, David Clark, Robert Vance, Tanya Kehoe

A/Chief Executive Officer: Kathy Bramwell

Director Asset and Development Services: Douglas Gowans

EA to CEO and Councillors: Jane Bowker (minutes)

Communications Officer: Kate Deppeler

2. STREAMING PREAMBLE

Mayor Cr Damian Ferrari read the livestream preamble.

3. OPENING PRAYER

The Mayor read the Opening Prayer.

4. ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the people past and present of the Wadawurrung, Dja Dja Wurrung, Eastern Maar and Wotjobaluk tribes, whose land forms the Pyrenees Shire. We pay our respect to the customs, traditions and stewardship of the land by the elders and people of these tribes on whose land we meet today.

5. APOLOGIES

CEO Jim Nolan

6. NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS

Cr David Clark declared of conflict of interest in relation to item 13.3.3 Community Grants 2020/21 3rd Round in relation to a potential grant to be awarded to the UMEC Landcare Network Inc.

7. CONFIRMATION OF THE PREVIOUS MINUTES

Cr David Clark / Cr Tanya Kehoe

That the Minutes of the:

- Ordinary Meeting of Council held on 15 June 2021; and
- Closed Meeting of Council held 15 June 2021,

as previously circulated to Councillors, be confirmed.

CARRIED

8. BUSINESS ARISING

There was no business arising from the previous meeting held 15 June 2021.

9. PUBLIC PARTICIPATION

Moira Deeming

Question one:

Under Victorian law, is it legal for Local Government councils to provide sex based/targeted services and facilities separately to gender identity based/targeted services and facilities? If not, why not? For example, can we legally put signs on a set of public toilets declaring that one is for biological males (including males with an intersex condition), one is for biological females (including biological females with an intersex condition) and one is for people with transgender identities (of any biological sex)? If not, why not? As a taxpayer, I would like clarification on this issue and would like to know Councillor's opinion on the answer.

Response:

Ms Kathy Bramwell thanked Moira Deeming for the question and provided the following response:

'I will provide an answer, although I am not a lawyer and therefore my opinion should not be taken as a valid legal opinion. There are many laws in Australian and Victoria to prevent discrimination on attributes such as gender, with the more recent Gender Equality Act expecting councils to take positive actions to be taken to improve gender equality.

We do not know of any law that prohibits identifying specific genders on public toilets. However, Council is making every effort to ensure that there are sufficient unisex toilets in key locations – recognising the need to remove barriers to anyone identifying as alternate or no gender.

With regard to the legality of gender-based services and facilities, Council has recently been the recipient of funding specifically focused at increasing facilities for women participating in sport which was used to build female friendly changerooms in Carngham.

It is difficult nowadays not to be extremely aware of discrimination and matters of equality and these laws and regulatory bodies put significant emphasis on redressing the injustice shown to minority groups. Council prides itself on its acceptance of everyone's diversity and differences and welcome them as part of our community and user of our services.

I thank you again for your question and hope that this has answered this sufficiently.'

Ian Murdoch

Question one:

On 21 June 2020, I submitted a letter by email to the Shire CEO. On 23 June I requested confirmation that my letter had been received, and I received that confirmation, by email, promptly, from the CEO's personal/executive assistant (J. Bowker). Included in that response was an assurance that a "letter of response will be provided" to me "as soon as possible." The Victorian Ombudsman has advised me that a period of 28 days is the standard of reasonable expectation to expect in correspondence reply. That period has now expired, and I have received no direct reply, or, indeed, any response from the Shire office. Does Council subscribe (superficially, at least) to the same standards as indicated by the Victorian Ombudsman, and if not, why not?

If yes, how can Council explain the apparent lapse in compliance with those standards, and what assurances does Council give ratepayers that those standards are reliably applied?

Response:

Ms Kathy Bramwell thanked Mr Murdoch for the questions and provided the following response:

'Unfortunately Mr Nolan is on leave at the moment so in his absence, we will take your questions on notice and assure you that the CEO will be contacting you personally in the near future.'

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 June 2021 and the 2020/2021 financial year.

PART A: PLANNING

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

Planning Permit Activity Reporting			
Activity	May 2021	June 2021	Financial Year to date
Applications received	11	13	131
Applications completed	7	13	99
Requests for further information	0	9	72
Estimated cost of works	\$1,714,445	\$1,944,477	\$20,403,563
Enquiry Type	May 2021	June 2021	Financial Year to date
Pre-purchase enquiry	50	57	603
Pre-application enquiry	75	52	952
Existing permit enquiry	9	13	126
Current application enquiry	33	26	398
All other enquiries	39	69	367
Total Enquiries	208	217	2446

STATUTORY PLANNING

The Statutory Planning Department continues to observe development interest across the Shire, with a 12% increase in the number of general enquiries received over past three months.

The diversity of planning permit applications received throughout the year include single dwellings, medium density residential developments, subdivisions, farm shedding, animal keeping facilities, music festivals and other events, renewable energy projects and telecommunications.

The compliance statement for the final stages (4 and 5) of the Correa Park subdivision has been signed off by the Planning Department. It is expected that the titles for the thirty-nine (39) new residential lots will be released within the coming weeks. The lots range in size between 628 and 1200 square meters.

Throughout the 2020/2021 financial year, Statutory Planning team have:

- Processed 2446 general enquiries (an average of 9.75 enquiries per business day); an increase of 27.6% since last financial year
- Reviewed and approved 13 Secondary Consent applications
- Processed 9 Time extensions for existing planning permits
- Administered 81 Information on Planning Controls Certificates (an increase of 84% since last financial year)
- Received 131 new Planning Permit applications (a 2.3% increase since last financial year), of which
- Determined on average 9.3 applications per month (a 2.75% increase on last financial year)
- 91.6% of applications were determined in less than sixty (60) days.

STRATEGIC PLANNING

The Strategic Planning team has had a busy 12 months managing the roll out of a \$250k outdoor dining project, completing stage one of the Beaufort Lafe Foreshore Project and other elements of the Drought Communities program, progressing the Lexton, Snake Valley and Waubra planning scheme amendments through DELWP to 'exhibition' stage and contributing to the development of the Grampians Region Climate Adaptation Strategy.

The Planning Department has continued to represent Council on significant infrastructure projects including the Beaufort Bypass and the Western Victoria Transmission Network Project technical reference groups and engagement forums. The planning team have also heavily advocated for community and Council in state led legislative and policy reform projects such as the new *Environment Protection Act*.

The Department has continued to enforce elements of the Scheme through formal legal action, including the issuing of infringement notices, enforcing VCAT orders and preparing further matters for VCAT.

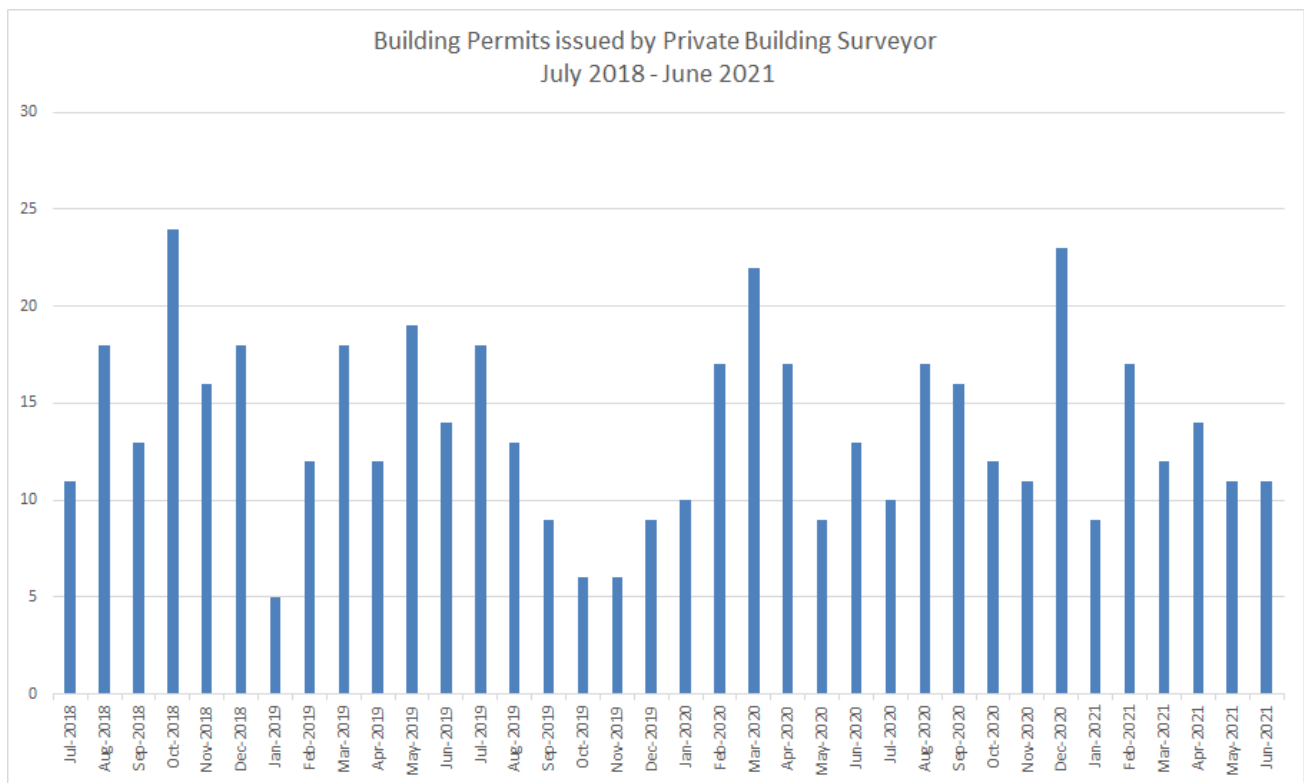
PART B: BUILDING

The building statistics as at 30 June 2021 are summarised in the table below:

CATEGORY	May 2021	June 2021	COMMENT
Permits issued by private Building Surveyor	12	11	
'Property Information Certificates' prepared and issued	25	16	
'Report and Consent' issued	1	4	
Building Notices	2	1	
Building Order	2	0	
Resolved Building Notices	1	0	
Resolved Building Orders	2	2	

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

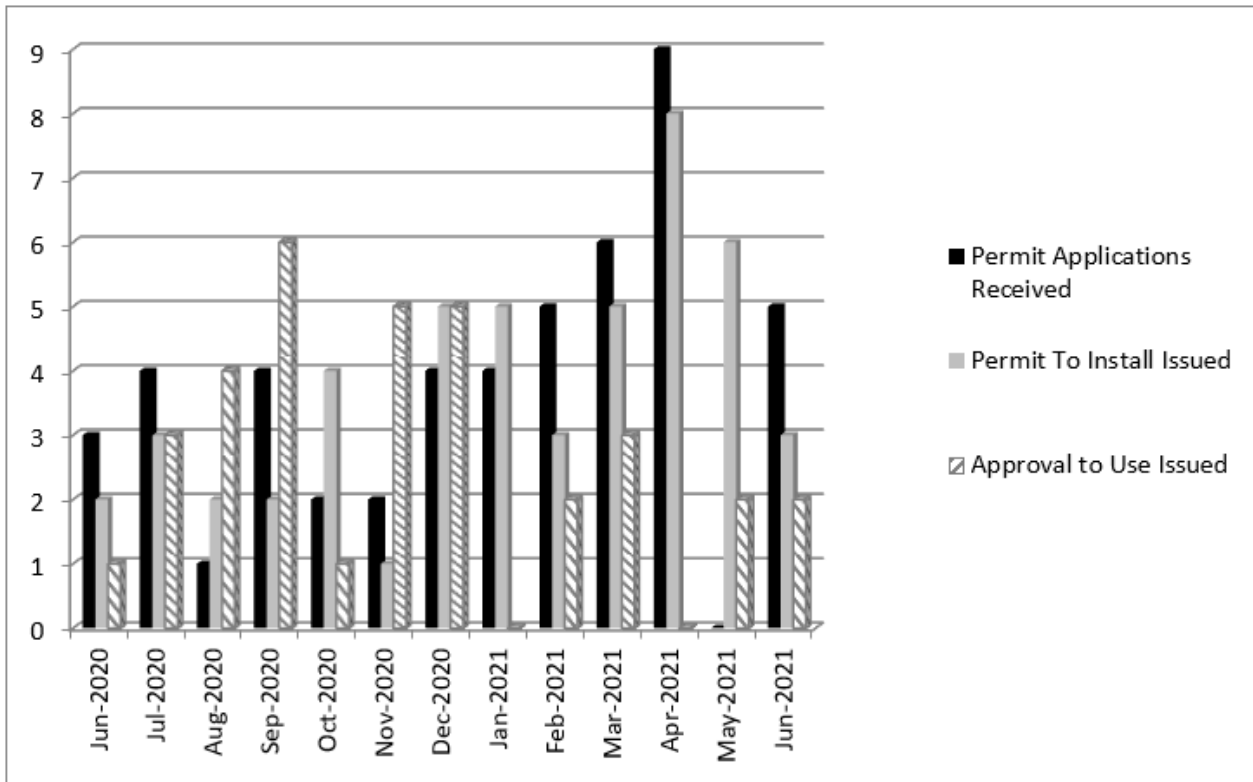
There were 163 Building Permits issued within the Shire during the 2020/2021 financial year compared to 143 the previous year. This growth represents a return to pre-covid numbers and is attributed to significant state and federal stimulus and a renewed confidence in the development sector.



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
1-30 June 2021	5	3	2	\$1,640



Wastewater related tasks for June 2021	
Septic Tank Inspections	4
Domestic Wastewater Management Plan Inspections	0
Domestic Waste Water Service Agent Reports *	10

Activity: Food, Health & Accommodation Premises

Period	New Premises, Transfers and Renewals	Routine Inspection, Assessments and Follow Ups	Complaints Received about Registered Premises	Food Recalls	Fees Paid
1-30 June 2021	1	12	2	3	\$95

Mobile and Temporary Food Premises in the Shire (Stretrader)

Council received 1 new application and issued 5 Statements of Trade in June 2021.

Activity: Immunisations

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

Session Type	Clients / Vaccines	Two Month to four years old	Secondary School	Adult	Total
Opportunistic June 2021	Clients	31	16	3	50
	Vaccines	66	16	3	85

Compliance Issues

Council received two complaints relating to a registered food premises. The matter was investigated and resulted in an Order being issued to the proprietor.

A Public Health and Well Being Act Improvement Notice was issued in response to a complaint relating to a plumbing failure that was resulting in raw sewage pooling beneath a dwelling. Recent changes to the Environment Protection Act have undermined Council's ability to sub-delegate authorisations to non-council employees. This creates a number of challenges in the way that Council currently delivers its environmental health function via a contractor. Council representatives are currently in discussions with state government and are attempting to influence an amendment that will rectify this issue.

PART D: COMMUNITY SAFETY AND AMENITY

Activity: Animals

	May 2021	June 2021	Total YTD (20/21)
Cats Registered	487	518	-
Dogs registered	2028	2177	-
Cats impounded	2	4	58
Cats reclaimed	0	0	8
Cats Euthanised/surrendered	2	4	42
Dogs impounded	1	3	25
Dogs Reclaimed	1	3	25
Dogs Euthanised/surrendered	0	0	1
Stock impounded	0	1	4

Activity: Infringements

Infringement Type	May 2021	June 2021	Total YTD (20/21)
Domestic Animals Act	3	0	12
Local Laws	0	4	6
Road Safety Act	3	0	3
Environment Protection Act	0	0	6
Impounding of Livestock Act	0	0	0
Other	0	0	0
Total Infringements Issues	6	4	30
Prosecutions	1	0	4

Animal Registrations

At the time of writing this report, 157 dogs and 57 cats remain unregistered following renewal and reminder notices, and text messages being sent advising that registrations were overdue. Officers are now undertaking property visits to prompt registration renewal, prior to taking further enforcement action.

Illegal Road Works

A property owner has undertaken works on a Council road, by way of excavation and installation of irrigation plumbing. The works had not been authorised and have resulted in significant damage to the road, posing a risk to road users. Council has commenced rectification of the road and will be seeking a reimbursement of costs from the individual responsible for undertaking the works.

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
- Environment Protection Act 2017
- Environment Protection Regulations 2020
- 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

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

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

The Environmental Health Officer (EHO) must work with regard to various legislative requirements with respect to Food Safety (Food Act 1984), Public Health (Public Health & Wellbeing Act 2008, Environment Protection Act 1970), Tobacco (Tobacco Act 1987) and Wastewater (Environment Protection Act 1970, Domestic Wastewater Management Plan, Code of Practice for Septic Tanks). It is necessary for the EHO to adapt to any changes in regulations whilst still providing a service that meets the demands of residents within the municipality and complies with legislation.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

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

OFFICER RECOMMENDATION

That Council notes this report

10.2. CORPORATE AND COMMUNITY SERVICES

10.2.1. CUSTOMER ACTION REQUESTS - JUNE 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 June 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), although efforts have been made to reduce this use.

ISSUE / DISCUSSION

401 CARs were logged in June 2021, 64 more than the previous month. 272 of these requests related to telephone messages.

408 CARs were closed in the month, leaving a total of 187 outstanding, of which 85 related to telephone messages.

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

	Avoca Ward	Beaufort Ward	DeCameron Ward	Ercildoune Ward	Mt Emu Ward
Number of requests received in June 2021 (previous month).	31 (29)	42 (38)	12 (19)	22 (19)	22 (15)
Requests received in June and closed in the same month (% of total received).	12 (39%)	33(79%)	9 (75%)	15 (68%)	16 (73%)
Requests received in June still outstanding.	19	9	3	7	6
Outstanding requests from 2020.	3	4	0	0	0
Outstanding requests from 2019.	1	0	0	0	0
Total outstanding requests (previous month).	30 (38)	28 (59)	11 (15)	18 (26)	9(22)

Analysis:

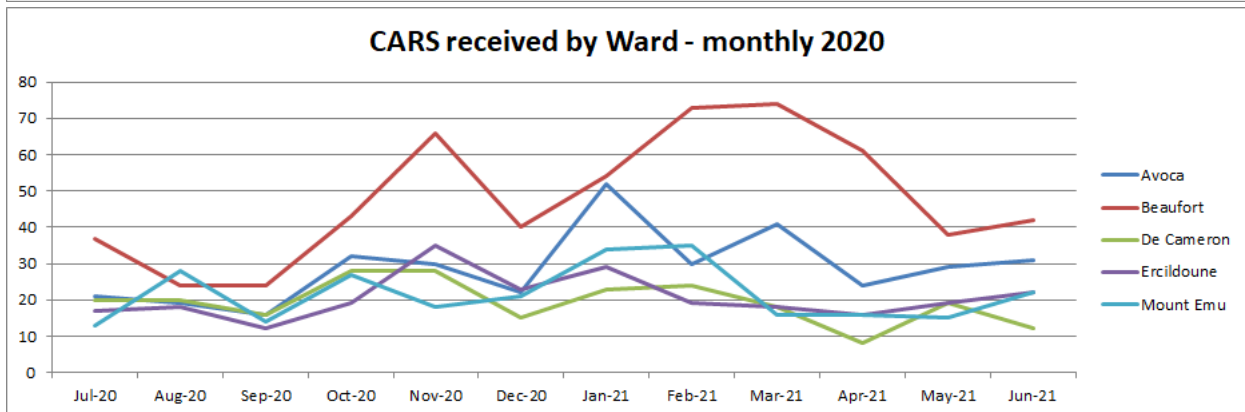
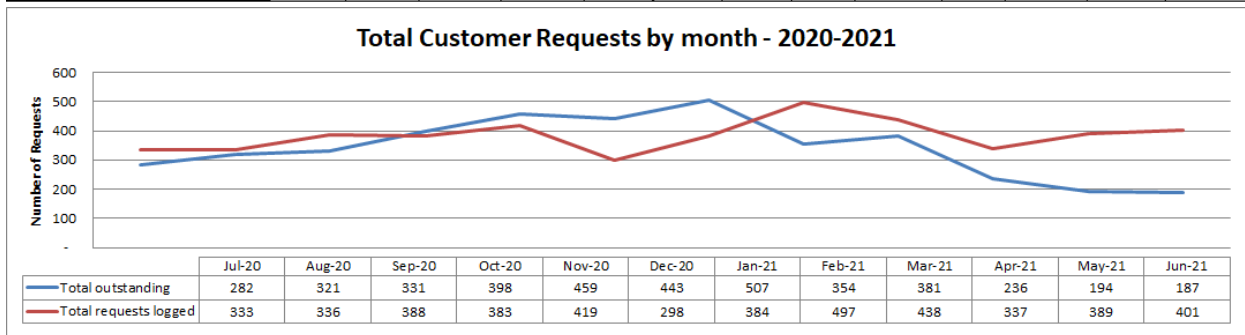
- The reduction in outstanding CARs continued during June showing a reduction of 28 in outstanding requests from the previous month. (In May, the reduction from April was 36.)

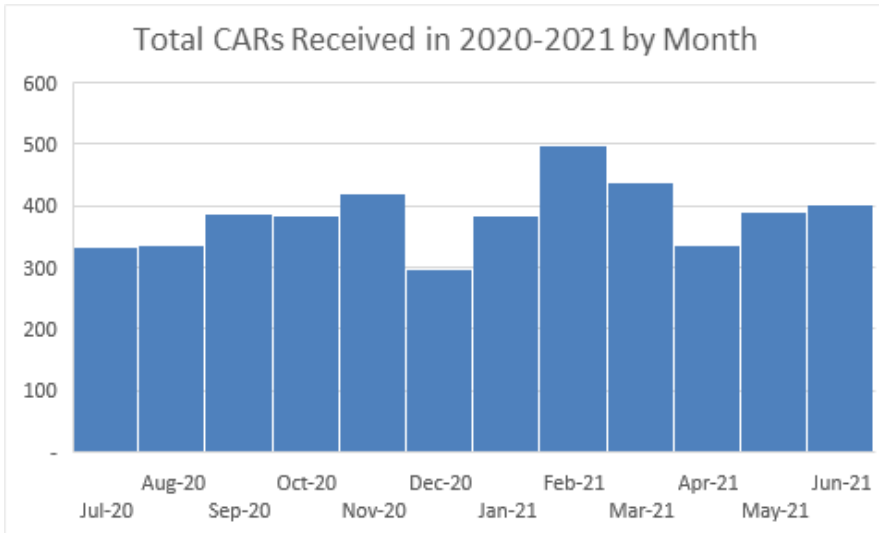
- Successful effort has been made to transfer CARs relating to case management by the public safety & amenity team reducing outstanding CARs in this regard by 34 to a total outstanding of 4.

No requests remain outstanding from 2017 or 2018. 1 request remains outstanding from 2019 which relates to a complex drainage issue in the Avoca Ward. 8 requests remain outstanding from 2020.

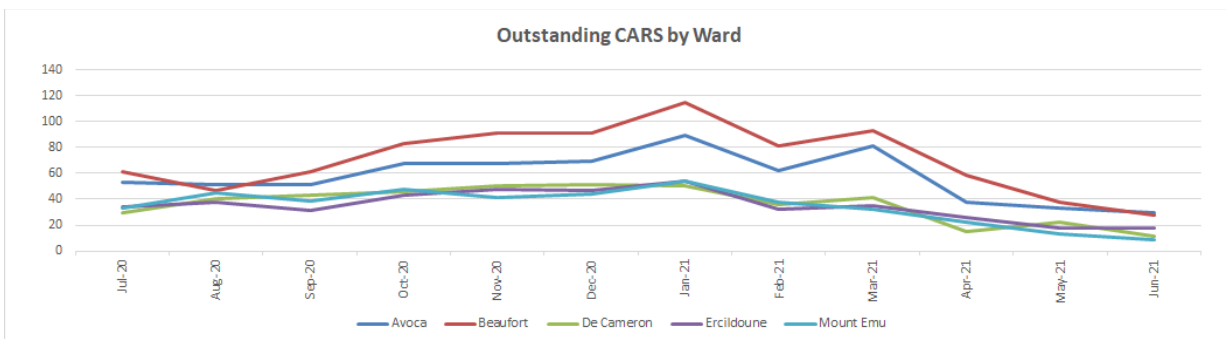
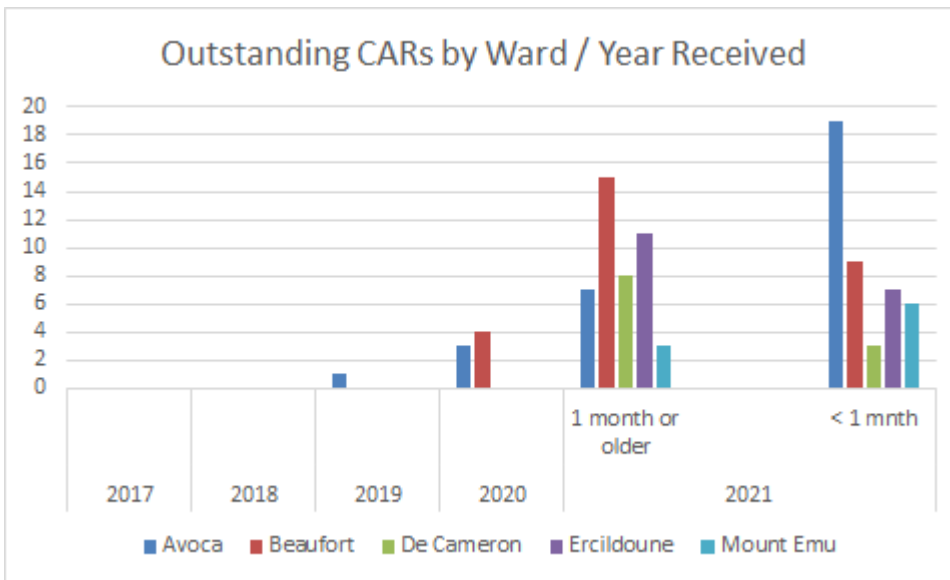
The following graphs display requests received by Ward/month and totals received for 2020/21.

Outstanding requests by age													
Year	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	% Change
2016													
2017	1	1	1	1	1	1	1	-	-	-	-	-	0%
2018	4	4	2	1	1	1	1	1	1	-	-	-	0%
2019	44	39	39	35	34	34	30	22	20	8	1	1	0%
2020	233	277	289	361	423	407	300	115	107	37	24	8	67%
2021							42	216	253	191	169	178	-5%
Total outstanding	282	321	331	398	459	443	507	354	381	236	194	187	4%
Total requests logged	333	336	388	383	419	298	384	497	438	337	389	401	-3%





The following charts display outstanding cars by Ward/year received and the trend lines of outstanding CARs numbers over the past 2 months 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.

30 June 2021 - Open Requests - Type			
	May	June	Change
Roads & Rd Maint.	34	43	9
Streetlights	0	1	1
Drainage	9	12	3
Footpaths	3	3	0
Park & Reserves	2	4	2
Roadside Veg	18	10	-8
Environmental Health	1	1	0
Planning	0	0	0
Bld maint	9	17	8
Local Laws	26	1	-25
Cats	5	0	-5
Dogs	6	3	-3
Livestock Act	0	0	0
Parking	0	0	0
Fire Hazard	0	0	0
Bld Compliance	0	0	0
Waste Management	3	0	-3
Natural Disasters	0	0	0
Pools	2	3	1
Council cleaning	1	1	0
EPA - Litter	1	0	-1
Design & Assets	3	3	0
GIS	0	0	0
Community Wellbeing	1	0	-1
Telephone messages	70	85	15
Total	194	187	-7

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.

10.2.2. RISK MANAGEMENT

Kathy Bramwell – Director Corporate and Community Services

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

File No: 16/24/06

PURPOSE

The purpose of this report is to give Council an update on the recent review of the Strategic Risk Register.

BACKGROUND

Effective risk identification and management is an integral part of business management and good governance. Risk management comprises of several elements including business continuity, enterprise or business risk management and occupational health and safety (OHS).

Council maintains risk registers as part of its enterprise risk management focus. To maintain currency of the registers, Council officers regularly scan the global risk environment to identify new and emerging risks with the potential to impact on Council operations and provide advice to Council on maintaining its Strategic Risk Register.

Under the Local Government Performance Reporting Framework, risk management reports must be provided to Council at least every six months. This report forms part of that compliance obligation. The last report to Council on risk management was provided in January 2021.

ISSUE / DISCUSSION

Risk Management Framework

Council Officers and Council's Risk Management Committee reviewed its enterprise risk management framework in May 2021, finalising a Risk Management Framework and Plan document for 2021-2024.

The revision addressed recommendations made in a recent internal audit review on the risk management framework and introduced the following as part of the framework:

- Risk management framework objectives
- Risk management principles that provide guidance on the characteristics of effective and efficient risk management, communicating its value and explaining its intention and purpose. The principles are the foundation for managing risk.
- A review of the risk management framework to support Council in integrating risk management into significant activities and functions.
- Detailed the context in which Council manages its risk.
- Introduced Risk Management KPIs against which monitoring and improvement can be based.
- Integrated Council's risk appetite tolerances and statements into the framework.

The risk management plan for 2021-2024 details key deliverables over the four-year period – detailed in section 7 of the Framework & Plan.

A copy of the Risk Management Framework & Plan 2021-2024 is provided for Council information.

Enterprise Risk Register

Councillors participated in a workshop to review its Strategic Risk Register on 18 May 2021. Existing risks were reviewed, and several emerging risks were discussed, including:

- Failure to take advantage of opportunities arising in changed working environments post-COVID at the cost of maintaining increased productivity and flexibility.
- Further infectious diseases may cause more frequent future epidemics – e.g. constantly changing strains of COVID-19 or drug resistant diseases.
- Insufficient funding may inhibit progress and implementation of ICT and digital transformation resulting in small rural councils falling behind others technologically.
- Government rates cap may result in an unsustainable long-term position for Council and decrease in real terms compared to salary and other expenditure increases.
- An unsettled geopolitical environment has the potential to impact on agricultural and export markets as centres of power and influence change.
- An inefficient and/or inconsistent approach to community concerns, issues and complaints can result in reputation damage.

Training was undertaken by senior Council Officers on an innovative approach to risk registers, focusing on the overarching ‘parent’ risks (which are similar for all councils) and the high value risks in all registers, and on the effectiveness of the controls to manage risk faced by Council. This also emphasised the need for a ‘Strategic Risk Register’ to focus on those risks caused by external factors over which Council has little or no control, with all other risks being contained within an ‘Enterprise Risk Register’.

This is contrary to the former approach where the strategic risk register focused on all risks faced by the organisation, regardless of context, and other risks were included in operational risk registers. A change to the new format of Enterprise Risk Register will allow all high value risks to be visible to Council, regardless of location or owners, and to monitor effective control implementation. Previously risks included in operational risk registers were not included in reporting to Council, although key high-level risks tended to be included in the strategic risk register or in risk discussions with Council.

Council officers have revised the risk registers into the new format, starting with identifying risks that now comprise the strategic risk register and putting former Council strategic risks into the enterprise risk register. Work will continue over coming weeks to include risks formerly included in operational risk registers.

Council’s strategic risks now include:

- Political uncertainty and unsettled geopolitical environment.
- Economic downturn.
- Natural disaster / extreme weather events impact.
- Climate change.
- Technology disruption / cyber-attack.
- Managing significant community disruption.

A copy of the new risk register is attached for Council information, which includes the new strategic risk register and the enterprise risk register currently populated with former strategic risks. The final enterprise risk register, also including high level operational risks. will be provided for Council information in the next risk management report.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

1. FINAL Risk Management Framework and Plan 2021 2024 2 [10.2.2.1 - 35 pages]
2. CONFIDENTIAL REDACTED - PSC Strategic Risk Register Review 2021 [10.2.2.2 - 12 pages]

FINANCIAL / RISK IMPLICATIONS

All risk implications are included within the body of the report.

CONCLUSION

The risk report is provided to Council as part of its statutory risk management reporting obligations. This report provides an update on Council's Enterprise Risk Register revision and the new Risk Management Framework & Plan 2021-2024.

OFFICER RECOMMENDATION

That Council notes this report.

11. COUNCILLOR ACTIVITY REPORTS**11.1. COUNCILLOR ACTIVITY REPORTS - JUNE**

Cr Damian Ferrari – Beaufort Ward		
02/06/2021	Mayor and CEO Catch up	Phone
04/06/2021	CHCV Mayors and CEOs Meeting	Virtual
06/06/2021	Deliberative Engagement Presentation	Virtual
08/06/2021	Council Briefing Session	Virtual
09/06/2021	Mayor and CEO Catch up	Phone
11/06/2021	Update on BPS60	Virtual
15/06/2021	Councillor Briefing Session	Beaufort
15/06/2021	Council Meeting	Beaufort
16/06/2021	Mayor and CEO Catch up	Phone
20/06/2021 23/06/2021	NGA 2021 Conference	Canberra
25/06/2021	Rotary Club of Beaufort Changeover Dinner	Beaufort
30/06/2021	Mayor and CEO Catch up	Phone

Cr David Clark – Ercildoune Ward		
02/06/2021	MAV Insurance Board Meeting	Virtual
03/06/2021	MAV Vision Super Appointments	Virtual
04/06/2021	MAV Board Meeting	Virtual
07/06/2021	HLLLEN Committee of Management	Virtual
08/06/2021	Council Briefing & Council Plan Workshop	Beaufort
10/06/2021	MAV Meeting with Vic Catchments	Virtual
11/06/2021	MAV Gender Equality Forum	Virtual
15/06/2021	Council Briefing	Beaufort
15/06/2021	Council Meeting	Beaufort
16/06/2021	North West Municipalities AGM	Virtual
17/06/2021	MAV Vision Super Appointments	Virtual
18/06/2021	Meeting with Shadow Local Government Minister	Virtual
19/06/2021	ALGA Board Meeting	Canberra
20- 23/06/2021	National General Assembly	Canberra
24/06/2021	MAV Workcare Board Meeting	Virtual
27/06/2021	Waterloo Community Group SGM	Beaufort
29/06/2021	Meet with Horsham Rural City	Horsham
29/06/2021	Meet with Hindmarsh Shire	Nhill
30/06/2021	Meet with Yarriambiack Shire	Warracknbeal
30/06/2021	Meet with Buloke Shire	Donald

Cr Robert Vance – De Cameron Ward		
06/06/2021	Deliberative Engagement Presentation	Virtual
08/06/2021	Councillor Briefing Session	Virtual
11/06/2021	RCV Committee Meeting	Virtual
15/06/2021	Councillor Briefing Session	Beaufort
15/06/2021	Council Meeting	Beaufort
17/06/2021	Timber Towns Victoria General Meeting	Virtual
25/06/2021	Rotary Club of Beaufort Changeover Dinner	Beaufort

Cr Ron Eason – Avoca Ward		
15/06/2021	Council Meeting	Beaufort
03/06/2021	Activate Avoca	Avoca
08/06/2021	Councillor Briefing Session	Beaufort

Cr Tanya Kehoe – Mount Emu Ward		
08/06/2021	Council Briefing Session	Virtual
15/06/2021	Council Meeting	Beaufort
23/06/2021	Sexual Harassment Prevention Workshop	Virtual
25/06/2021	Resident's Meeting	Snake Valley

12. ASSEMBLY OF COUNCILLORS

12.1. ASSEMBLY OF COUNCILLORS ITEMS

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	Tuesday 8 June 2021 commenced at 1.00pm and closed at 4.45pm		
Meeting Location	Virtual via Zoom		
Items Discussed	<ol style="list-style-type: none"> 1. Community Vision Project and Council Plan Process 2. 2021 Community Satisfaction Survey Report 3. Agenda Review 4. Project Dashboard 5. Projector Project 6. Grampians Regional Climate Adaptation Strategy 7. Draft Budget and Rating Strategy (including presentation by Victorian Farmers Federation) 		
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) Jane Bowker (EA to the CEO and Councillors) Martin Walmsley (Manager Community Wellbeing) – Items 1 and 4 Ember Parkin (Community Engagement Officer) – Item 1 Jerry van Delft (Project Management Facilitator) – Item 4 Katie Gleisner (Manager Planning and Development) – Items 5 and 6 Ed Riley (Strategic Planning Officer) – Items 5 and 6 James Hogan (Manager Finance) – Item 7		
Visitors	Chad Foulkes (Liminal by Design) – Item 1 Chelsea Cooper (Liminal Design) – Item 1 Emma Germano (Victorian Farmers Federation) – Item 7 Charles Everist (Victorian Farmers Federation) – Item 7		
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	Tuesday 15 June 2021 commenced at 1.05pm and closed at 5.00pm		
Meeting Location	Beeripmo Centre - Beaufort		
Items Discussed	1. Council Plan Preparation – Session 1 2. Council Plan Preparation – Session 2 3. 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) Ember Parkin (Community Engagement Officer)		
Visitors	Chad Foulkes (Liminal by Design) – Items 1 and 2		
CONFLICT OF INTEREST DISCLOSURES			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

Cr Ron Eason / Cr Robert Vance

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

CARRIED

13. ITEMS FOR DECISION

13.1. ECONOMIC DEVELOPMENT AND TOURISM

13.1.1. LANDSBOROUGH GENERAL STORE

RAY DAVIES – MANAGER ECONOMIC DEVELOPMENT AND TOURISM

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

File No: 22/17/10

PURPOSE

The purpose of this report is to seek council endorsement of recommendations to re-establish a general store at Landsborough.

BACKGROUND

A proposal for undertaking a business case to de-risk the investment required for reopening a general store at Landsborough was submitted to Council in December 2020.

The report responded to a written proposal from the Assets Committee (formerly known as the Committee of Management) for the Landsborough Community Resource Centre (CRC) to reopen a general store with a café within the centre by completing extensions to the building.

This followed a period of around three years since the former Landsborough general store located at the corner of Burke St and Howitt St had been closed. The local community feel that the closure of the store has left a vacuum in the town in terms of community connectivity, social and economic benefit.

In response to the council agenda item in December Council passed a motion to the effect:-

That Council endorses a commitment of \$25,000- to:-

- a) Complete a business case including the examination of business models*
- b) Identify the preferred location for the store*
- c) Assist the community implement the business model and*
- d) Progress regulatory requirements and any related investigations or costs related to the reestablishment of a general store at Landsborough.*

Consultants SED Advisory were engaged and commenced work on the project in March 2021. Since that time they have undertaken various consultations with the following stakeholders:-

- Representatives of the Landsborough Community Resource Centre Assets Committee
- the freehold owner of the former Hodgetts store
- Community members
- Council officers and Cr Robert Vance

During the consultation phase community members expressed their desire to see a broad range of goods and services made available to the community, many of which were available previously. These items are broadly summarised as:-

- Grocery items and daily provisions

- Food and take away; somewhere where locals and visitors can catch up for a social cuppa
- Hardware items

The consultant's report identified that there is potential for a profitable store to operate at Landsborough and as the consultant's report provided to Council contains information that is commercial in confidence it has been circulated separately to councillors.

ISSUE / DISCUSSION

The consultant's report makes recommendations on the following criteria:-

- a) The preferred location of the store and costings required for each option to provide the necessary goods and services for a viable business and to meet the required regulatory standards
- b) The range of goods and services required to operate as a sustainable business
- c) The preferred ownership/governance model of the freehold to the store and that of the business operation

Location

The recommended location of the business is the former Hodgetts store at the corner of Burke and Howitt Streets for the following reasons:-

1. While the building requires renovations and upgrades to accommodate the requirements of food preparation as recommended later in this report it is considered fit for purpose
2. The store has an adjacent fuel outlet which is presently operating and will compliment and encourage sales of other items such as take away food, grocery items, hardware etc.
3. Developing the CRC to encompass the range of goods and services for a viable business would require extensions to the building. These extensions would impact other community assets behind the CRC that are valued by the local community
4. There is a risk with the CRC option that a competitor might establish a business at the former store
5. The Hodgetts Store is the least costly option. As noted by the consultant's report the development costs for the CRC are estimated to be in excess of \$540,000- more than for the former store.
6. Development of the former store can be achieved in a much shorter timeframe, estimated at 12 to 24 months compared to 24 to 48 months for the CRC

The former general store has not operated for some time and the basic requirements that need to be addressed to commence operations as recommended in the SED report are summarised as:-

- A compliant waste water management system with a grease trap
- Installation of DDA compliant toilets to cater for the operator of the store, their staff and clients
- Kitchen and wash up facilities that comply with environment health standards
- Fire safety compliance as required by the Victorian Building Authority
- Carpentry
- Electrical and plumbing works
- Disability access
- Painting
- Planning, building and environmental health approvals

The consultant's report also makes recommendations for building renovations that are required in the medium term which include underpinning the foundations at one corner of the building and renovations to the roof and veranda. These works are required to preserve the building fabric in the longer term.

The costings provided by the consultants are indicative of the investment required to return the store to its original condition which would be highly valued by the Landsborough community and enable it to serve the town for many future generations.

Costings provided in the report are based on Rawlinsons Building Cost Guide 2021 which include:-

- Refurbishment of existing buildings: \$1,500- per m2
- New build cost: \$3,000- per m2

Business Operations

Having a commercial operator run the business is the recommended way forward and considered to be the most sustainable.

The recommended range of goods and services in order to maximise the potential profit for a commercial operator are summarised as:-

- Grocery items including daily staples
- Food and take away; somewhere where locals and visitors can catch up for a social cuppa, however a full sit down dining service is not recommended
- Hardware items
- Fuel sales
- Catering off site
- Other services

The option of a small convenience store selling a restricted line of basic staples such as milk, bread and newspapers is not considered to be a viable option at Landsborough as it would generate insufficient sales for a commercially viable operation.

Ownership Structure

Three ownership options are proposed for Council's consideration. All involve a commercial operator running the business under a lease agreement to a separate entity as the freehold owner.

1. Current Owner Retains Freehold

The owner of the former store has progressively been undertaking renovations to the premises for some time with a view to leasing them out. There are further renovations required to the store before it can legally operate with the desired range of goods and services. The consultant's report indicates that the previously mentioned upgrades to the building for toilets, kitchen and compliance etc. are significant.

It is recommended that the estimates in the consultant's report be substantiated by quotes from reputable local building industry contractors to meet the desired standards required for reopening of the store. The responsibility for obtaining the quotes would remain with the existing owner.

Council can support the current owner to work towards this outcome by continuing to provide officer advice on regulatory compliance etc. to encourage reactivation of a facility the local community values highly. Approximately \$5,100- from the project budget remains available to support these costs.

In the event the current owner chooses not to proceed, then the option of establishing a community cooperative is one that the report recommends be pursued.

2. Community Cooperative

This option would involve Council providing support to the Landsborough Community to establish a community owned not for profit cooperative which would seek to attract investment from the local community in the form of shares.

Once established the coop would enter into negotiations for ownership of the former general store. The coop would not be the entity running the business, it would simply provide a fit for purpose premises ready for lease to a commercial operator.

Councils role under this model could include support in the form of:-

- Acting as a guarantor for any borrowings the coop might require to acquire ownership of and complete renovations necessary to the premises
- Establishing a Council loan (subject to suitable security being available) which the coop would be responsible for repaying from rental and other receipts
- Supporting the coop with grant applications from higher levels of government

The report received by Council suggests this model could include potential for ownership and maintenance by the coop of other assets in Landsborough that are also highly valued by the local community.

3. Council Lease Agreement

Under this scenario the Council would enter into a lease agreement with an option to purchase the freehold premises at a later date. This option is the most complex of the three offered and potentially at a higher risk to council. Further investigation of this model would be required to understand the legal aspects and risks to council if either of options one or two do not proceed.

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

1. CONFIDENTIAL REDACTED - SED report Landsborough Store [13.1.1.1 - 56 pages]

FINANCIAL / RISK IMPLICATIONS

There are different risks associated with activating the Landsborough store depending on the freehold ownership model that eventuates from this proposal. The risks outlined below should be read in conjunction with the detailed risk assessments outlined in Section 10 of the consultant's report.

Current Owner Retains Store

This option provides the least risk to Council as the current owner is obligated to undertake the renovations required without exposing Council to these costs. Council involvement is limited to providing support via regulatory advice and planning for regulatory approvals.

Approximately \$5,100- from the project budget remains available to support these costs.

Community Cooperative

Under this scenario Council may be exposed to borrowings either as a guarantor for loans or direct borrowings on behalf of the cooperative to assist with purchase of the premises and the necessary renovations. The servicing of loan repayments by the cooperative would be one of the risks to Council under this model.

The consultant's report provides detailed advice on how these risks might be mitigated via security over the freehold premises.

Council would also need to conduct due diligence in regard to fuel storage tanks and bowsers as recommended by the report.

Council Lease Agreement

This is the least preferred of the three options and the risks associated, should it eventuate, will need to be examined in more detail due to the complexity and potential for a higher level of exposure to Council.

CONCLUSION

The preferred location of a store at Landsborough is the former Hodgetts store as it is fit for purpose, the lowest cost investment option and has an adjacent fuel outlet that compliments commercial viability via associated sales.

The ownership model is dependent on the considerations by the current owner of the investment required to activate the premises to a standard that satisfies the needs of the consumer demands outlined in the consultant's report, and which meet standards required for regulatory approval.

The operation of the business should be undertaken by a commercial operator.

The actions required for reactivation of a store at Landsborough include:-

- Concluding the freehold ownership options in consultation with the current owner of the former store and the community
- Completing the essential renovations required at the former store that will support the range of goods and services to be sold that are deemed necessary for a viable enterprise, and which meet the standards required for regulatory approvals
- Securing a commercial operator to lease the premises and operate the business

OFFICER RECOMMENDATION

That Council:-

1. Supports the owner of the former store to complete the investigations and costings of work required for reopening of the store identified in the SED report and continues to provide officer advice on regulatory matters
2. Takes steps to assist the Landsborough Community to establish a not for profit community cooperative to raise funds to purchase and establish ownership of the store in the event the current owner chooses not to proceed with the upgrades recommended to the standards required for regulatory approval, and subject to agreement with the current owner.
3. Receives a further report on progress of the project by November 2021.

Cr Robert Vance / Cr Ron Eason

That Council lays the item on the table for one month.

CARRIED

13.2. ASSET AND DEVELOPMENT SERVICES

13.2.1. PETITION - WASTE & RECYCLING COLLECTION SERVICE - HAIGHS LANE

Douglas Gowans – Director Assets and Development Services

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

File No: 68/08/06

PURPOSE

The purpose of this report is to provide Council with details of a petition from residents of Haighs Lane, Snake Valley relating to the changes to the waste and recycling collection service.

BACKGROUND

Council received a letter from residents of Haighs Lane, Snake Valley on 4 June 2021 regarding the changes to the waste and recycling collection services. The letter received contained 7 signatures and requested that Haighs Lane, Snake Valley be excluded from the proposed waste collection service changes for the below reasons:

- The proposed weekly truck collection would be an intrusion of residents living situation and presents another increment of urbanisation of remnant bushland.
- Residents are concerned that the proposed collection service will require changes to the lane which will require removal of native vegetation. The lane is a narrow no-through road that provides one lane for vehicles. Significant widening and provision of a turning circle is indicated to allow for a waste collection truck. This will very likely involve removal and lopping of trees, and destruction of other native plants which are valued.
- On the basis of a lifestyle preference and avoidance of damage to the environment, residents ask that the shire make an exemption for Haighs Lane.

To: Mr J Nolan
Chief Executive Officer,

From : All residents in Haighs Lane,
Snake Valley, 3351:

Pyrenees Shire Council.
5 Lawrence Street,
Beaufort,
Victoria, 3373

4 June, 2021

Dear Mr Nolan,

Re: Change to Waste & Recycling Collection Service

Whilst appreciating the efforts of Council to streamline waste management, we wish to advise that the proposed change to a no-exception, shire-wide system of weekly kerbside collections, is not supported by the residents of Haighs Lane (as listed in the letter-head). We therefore ask that Haighs Lane be excluded from the proposed change, for the reasons detailed below.

Haighs Lane is located in a rural-living zone, with native bush and animals contingent with nearby state forest. It is for the close engagement of our homes and lifestyles with the natural countryside around us, that we have chosen to live in Haighs Lane. The proposed weekly truck collection would be an intrusion of our living situation and presents yet another increment of urbanisation of our remnant bushland.

We are also concerned that the proposed collection service will require changes to the lane which will require removal of native vegetation. The lane is a narrow, no-through road that provides just one lane for vehicles. Cars must proceed with caution, drivers always prepared to pull over and stop, to allow passage of a car coming from the opposite direction. Significant widening and provision of a turning circle is indicated to allow for a waste collection truck. This will very likely involve removal and lopping of trees, and destruction of other native plants which we value.

On the basis of a lifestyle preference and avoidance of damage to the environment, we ask that the shire makes an exemption for Haighs Lane.

Yours respectfully,

David Vince Gillen Vince
20 Haighs Lane

Brendan Warner *B Warner*
70 Haighs Lane

M
MERDYN FARNSWORTH
85 HAIGHS LANE

Eric Mol
ERIC MOL

Heather Esam
HEATHER ESAM
23 HAIGE LANE

ISSUE / DISCUSSION

Pyrenees Shire Council 2020 Governance Rules state that a petition / joint letter signed by more than 12 people be presented to Council. Where a petition has been signed by less than 12 people, it will be treated as a joint letter and forwarded directly to the appropriate member of Council staff for action as an operational item. Due to the universal service being a frequently asked question in the roll out of the new waste service, Council officers determined that it be prudent to treat the joint letter as a reportable decision to Council.

Council at its February 2021 meeting resolved the following:

That Council:

- 1. Supports a universal compulsory service across Pyrenees Shire for kerbside collection for landfill waste, commingled recycling and a separate glass bin from 1 July 2021.*
- 2. Continues to investigate best practice and shared service options for the planned introduction in 2026 of a universal kerbside food and green organics service.*
- 3. Reviews the Pyrenees Shire Waste Strategy taking into account community feedback.*

Council is prepared to consider exclusion of the waste and recycling service where it is impracticable for a waste vehicle to access properties. However, Council officers have inspected Haighs Lane and do not believe that access is impracticable. The road is considered to be an all-weather rural access road that Council currently maintains to service the residents. The road is a no through road with a narrow carriageway due to the proximity of native vegetation, and table drains are absent.

Some works have been undertaken on the road to enable a waste vehicle to access and turnaround on the road consistent with other sites where a roadside waste service is to be provided for the first time.

While it is usual practice for Council to receive a petition in the first instance and then to seek that a further report be prepared for Council decision dealing with the merits of the matter, in this instance, Council may wish to consider providing direction on the matter based on the universal service policy position whether that be via a separate collection at each property, or at a common collection point. A common collection point is used in a small number of other sites in the shire where there are access constraints to individual properties.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Financial implications will be addressed within any future report for decision.

CONCLUSION

The residents of Haighs Lane have sought that Council does not service their properties with a roadside collection service due to their view that such a service will impact on the natural setting. This is inconsistent with Council's decision to provide a universal waste and recycling collection service across the shire. Council may wish to provide direction on the matter or seek that a further report be brought to Council.

Cr David Clark / Cr Tanya Kehoe

That Council:

1. Receives the letter signed by the residents of Haighs Lane; and
2. Requests a report be presented to Council at its August 2021 meeting for decision.

CARRIED

13.2.2. REBATE TO RESIDENTS - WASTE & RECYCLING COLLECTION SERVICE

Douglas Gowans – Director Assets and Development Services

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

File No: 68/08/06

PURPOSE

The purpose of this report is to provide Council with details of a proposed rebate to be provided to ratepayers due to transition delays in the roll out of the waste and recycling collection service.

BACKGROUND

Council resolved to move to a universal waste and recycling service in February 2021. Part of this service involved the requirement to supply waste, recycling and glass bins where the service previously wasn't provided. The rollout of the new waste and recycling service to residents was due to commence on 1 July 2021. The contracts have been let for both the supply of new bins and the roadside collection service.

Council's waste charge, which reflects the cost of the provision of the waste service, is based on a full year of roadside collection service.

ISSUE / DISCUSSION

The rollout of bins has not yet commenced due to delays with the manufacture and delivery of bins to residents. Council have been informed by the bin manufacturer that bins will be delivered to Pyrenees Shire in the last week of July. Contractors have been engaged to assemble the bins and deliver them to properties as soon as delivery occurs.

A contributing factor to delays is the undertaking of road improvement works to ensure access for waste trucks is available.

Council officers are of the view that the majority of properties within the shire will have physical access to the waste service by the end of August. There may be a small number of properties that currently do not have adequate truck access. Individual arrangements will be made with these residents. Of the 3,827 properties that will be serviced, it is estimated that approximately 30 properties may not have initial access to the service.

As Council has adopted the waste charge for the 2021/22 year, it is proposed that a waste service rebate be provided to rate payers to cover any loss of service up until the end of August 2021. The reason this report is coming to Council in advance of the known delay is that it is administratively prohibitive to apply after rates notices have been issued.

The rebate applicable to ratepayers is as follows:

Service	Rebate Amount	Number of Services
Developed properties receiving a service for the first time in 2021/22	\$50.00	1,074
Developed properties that were receiving a service in 2020/21 that will have a glass collection for the first time in 2021/22	\$10.00	2,753

The rebate will show up as a separate line item on the rates notice and the rebate will be listed as waste transition rebate.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

There is a risk that without a rebate there would be in-equity in the cost of service.

CONCLUSION

The waste service needs to reflect the true cost of the service and it is officers view that the rebate provides equity to ratepayers.

Cr David Clark / Cr Robert Vance

That Council:

1. Endorses a rebate of \$75.00 to developed properties receiving a service for the first time in 2021/22; and
2. Endorses a rebate of \$15.00 to developed properties that were receiving a service in 2020/21 that will have a glass collection for the first time in 2021/22.

CARRIED

13.2.3. PA3045/20 - DEVELOPMENT OF THREE DWELLINGS

Douglas Gowans – Director Assets and Development

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

File No: 514017330

PURPOSE

The purpose of this report is to provide Council with information on the state and local planning policy that is relevant to making a determination on Planning Permit Application PA3035/20 for the Development of Three Dwellings at Crown Allotment 10, Section 66, Township of Beaufort (Vol: 00769, Fol: 785) at 17 High Street, Beaufort VIC 3373.

BACKGROUND

Council has received a planning permit application, seeking permission for the development of three (3), four (4) bedroom dwellings on a single 1003 m² lot.

Each dwelling is double storey and contains a master bedroom with ensuite and walk in robes, living and meals areas, kitchen, laundry, outdoor deck, three further bedrooms with ensuites and bathrooms. Dwellings 1 and 2 include a double car garage whilst Dwelling 3 has a single car garage and tandem single car space. Dwellings 2 and 3 propose to share a common driveway from the unnamed government road which adjoins the eastern title boundary.

Dwelling 1 will be visible from High Street and its finish includes timber, axon, colourbond cladding and timber feature slats with a double garage door.

Dwellings 2 and 3 are set behind dwelling 1, and whilst being accessed from the unnamed government road, will be primarily viewable from the northwest (High St).

All three dwellings take on a cube like form and include flat roofs and modular like elements.

The proposed development is subject to a planning permit under Clause 32.08 of the *General Residential Zone* and Clause 44.04 *Land Subject to Inundation Overlay*. Further, the proposed must meet the requirements of Clause 55 *Two or more dwellings on a lot and Residential Buildings*.

SITE AND SURROUNDING CONTEXT

Location:	Crown Allotment 10 Section 66 Township of Beaufort Parish of Beaufort (Vol: 00769, Fol: 785) at 17 High Street, Beaufort VIC 3373
Area:	1003m ² (square meters) The site has a fall of 1 metre from the south-western corner to the north-western corner.
Current Use:	Vacant
Existing structures:	An existing shed structure straddles the northwestern title boundary with Crown Allotment 11 Section 66 Township of Beaufort Parish of Beaufort. The application proposes to discuss the removal of this shed with neighboring property owner.
Access:	The site is supported by dual road frontage on the western (High Street) and eastern title (unnamed Government Road) boundaries. Dwelling 1 is proposed to be accessed from High Street and Dwelling 2 and 3 are proposed to be accessed from the unnamed government Road. Both access roads are Council managed with sealed surfaces.



REFERRALS

The application was referred under Section 55 of the Act to Central Highlands Water Authority and Glenelg Hopkins Catchment Management Authority. Both authorities have provided conditional consent to the granting of a planning permit.

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

NOTICE and SUBMISSIONS

Under Section 52 of the *Planning and Environment Act 1987 (The Act)*, notice was sent to sixteen (16) neighboring landowners under Clause 32.08 General Residential Zone. Public notice was also provided through Council's website.

Three (3) submissions were received in relation to the application during the notice period. The grounds of submissions have been described below:

- The proposed development is not in keeping with other dwellings in this area.
- No new sites in other areas of Beaufort have two (2) storey dwellings
- Concern for the impact on privacy and noise levels
- Object to double storey houses in the area as 99.9% of all other housing in the township is single storey
- Concern for whether the houses will be sold or rented and for the possibility of offensive noise levels

- The existing homes in the street are mostly cottage style
- Two (2) storey dwellings are not in keeping with the ambience of the street
- High Street is close to the eastern entrance to Beaufort and the proposed dwellings do not portray the country village appeal of the town.

Mediation meeting

Following receipt of the submissions, a mediation session was organised between all parties and Council officers. Due to the June 2021 COVID-19 lockdown, the session was postponed and in the interest of time, was not rescheduled at the request of the applicant. The applicant provided additional written information to the submitters. No submissions were withdrawn.

PLANNING CONSIDERATIONS

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

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

ISSUE / DISCUSSION

The Municipal Planning Strategy and the Planning Policy Framework include a range of policy objectives and strategies that seek to balance the provision of additional and diverse housing with responding to the context and character of the area.

The Scheme seeks to facilitate well-located, integrated and diverse housing that meets community needs, whilst facilitating choice through a mix of housing types. The Framework encourages residential development in areas with good access to services and transport. It also requires that that residential development respect the existing neighbourhood character, sense of place and protects and supports the valued features and characteristics of the local environment.

Neighborhood character is defined within the *Understanding Neighbourhood Character, Planning Practice Note 43 [January 2018] - Department of Environment, Land, Water and Planning* as being:

The combination of the public and private realms. Every property, public place or piece of infrastructure makes a contribution, whether great or small. It is the cumulative impact of all these contributions that establishes neighbourhood character.

A development should respect and 'fit in' to a neighbourhood by:

1. *Respecting the scale and form of surrounding development; and*
2. *Respecting the architectural style of surrounding development.*

In assessing this application, officers have observed the following features as being dominant elements of the neighbourhood character.

The pattern of development of the neighbourhood; Built form, scale and character of surrounding development

- Lot sizes average 1,000 square meters in size (approximately 20-meter frontages) and are rectangle in shape (1 High Street, Beaufort is the exception)
- The immediate area is predominately flat with a slight rise to the south
- High Street is a wide (60m) sealed road, with spacious open verges
- Developments are setback between 6.5m and 13m from the property boundary and maintain setbacks on either side of the dwelling, with generous front and rear yard space
- There is a mixture of established and new street tree plantings in the area
- A number of lots remain undeveloped and are subject to flooding and/or inundation overlays, creating an 'open' sense of place
- The area abuts a rail reserve, other public land and industrial land which provides a further sense of 'openness'
- Lots have been developed with detached single-storey dwellings, a verandah or portico and include an attached carport or garage
- Existing dwellings within the area are primarily single storey, modest 3-4 bedroom homes
- The total building mass of existing dwellings (including attached garages and carports) average 184 square meters and as such, the developed site coverage (excluding driveways and tanks) averages 23.2% of the site.
- Property fencing includes a combination of post and wire, timber paling, corrugated iron and unfenced with hedging/landscaping

Architectural and roof styles

- The dwellings range in architectural styles and eras, with a mix of gabled, double gabled and hipped roof styles
- Dwellings are typically clad with painted weatherboard or rendered materials with colourbond roofing
- Dwelling are painted in subtle tones, including pale blue, grey, pale green, and cream yellow

Any other notable features or characteristics of the neighbourhood

- Driveways are constructed of crushed rock, grass and concrete
- No pedestrian foot paths service this area
- Properties typically include open cottage style landscaping

The neighbourhood character of the subject area is reminiscent of the greater residential areas of Beaufort which contribute to the town's rural character and sense of place.

Respecting neighbourhood character does not mean limiting the scope of design interpretation and innovation, or mimicry or pattern book design. Instead, it means designing the development to respond to the features and characteristics identified in the neighbourhood.

(Understanding Neighbourhood Character, Planning Practice Note 43 [January 2018] - Department of Environment, Land, Water and Planning).

In matters of this nature that have been reviewed by the Victorian Civil and Administrative Tribunal, findings have consistently held that:

“neighbourhood character does not mean “more of the same”. New development has an obligation to contribute to and enhance the preferred character, but it does not need to replicate the existing development. Rather it needs to conformably fit in.”

(Lamacchia v Darebin CC [2020] VCAT (Victorian Civil and Administrative Tribunal) 1242)

The application identifies some elements of neighbourhood character which have been incorporated into the design of the proposed dwellings. These include the “...use of materials (cladding, timber and metal) which are found in the area... [and the] retention of any existing landscaping in the front setback areas.” An inspection of the site confirmed that no current landscaping exists.

Despite it not being articulated in the application, the assessing officer commends a 6.2m setback from the southwestern property boundary, and notes that this is as demonstration of respect to the existing setbacks within the area.

In response to the Land Subject to Inundation Overlay, the Glenelg-Hopkins Catchment Management Authority has required that any developments be constructed in accordance with specified design standards, building materials and flood protection measures.

The Planning Department acknowledges that if the proposed development is approved, it will be one of the first medium density housing developments in Beaufort. It is also recognized that the existing predominance of single-storey dwellings in Beaufort does not mean that double-storey buildings are inappropriate.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

1. Application P A 3045-20 [**13.2.3.1** - 155 pages]
2. Objections Redacted [**13.2.3.2** - 6 pages]
3. Planning Considerations doc [**13.2.3.3** - 15 pages]

FINANCIAL / RISK IMPLICATIONS

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

CONCLUSION

The application does not satisfactorily demonstrate accordance with policies relating to protecting or supporting neighbourhood character. With the exception of a reference to materials and vegetation, the application does not illustrate how the bulk, mass, form, or design of the proposed dwellings is respectful or empathetic to the existing neighbourhood character.

This is evident in elements of the design, such as the selected roof style, the ratio of building vs outdoor open space and the façade mass, particularly at the north elevation.

Despite being a double storey dwelling, the proposal does not provide for housing diversity in the form of size, number of bedrooms, accessibility, or affordability. The three dwellings all support a floor area of between 215 and 239 meters squared which is considered to be a common sized home for the neighbourhood.

Clause 65 states that ‘Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.’

The proposed development does not accord with the following objectives of the Pyrenees Planning Scheme:

- Clause 02.03 - Retain Beaufort’s character and sense of place; retaining the established character of the existing townships.
- Clause 15.01-5s - Recognise, support, and protect neighbourhood character, cultural identity, and sense of place; support development that respects the existing neighbourhood character or contributes to a preferred neighbourhood character; ensure development responds to its context and reinforces a sense of place and the valued features and characteristics of the local environment and place by respecting the pattern of local urbane structure and subdivision, underlying natural landscape character and significant vegetation and neighbourhood character values and build form that reflect community identity.
- Clause 32.08 - To encourage development that respects neighbourhood character of the area.
- Clause 55 – To achieve residential development that respects existing neighbourhood character, or which contributes to a preferred neighbourhood character; to encourage residential development that is responsive to the site and the neighbourhood;

Cr David Clark / Cr Robert Vance

That Council:

1. Notes the objectives and strategies of the Local and State Planning Policy Framework and the Municipal Strategic Statement of the Pyrenees Planning Scheme.
2. Having considered all matters required under Section 60 of the *Planning and Environment Act 1987* and the provisions of the Pyrenees Planning Scheme, determines to issue a Notice of Refusal to Grant a Planning Permit under the provisions of the Pyrenees Planning Scheme for the Development of Three (3) Dwellings at Crown Allotment 10 Section 66 Township of Beaufort Parish of Beaufort (Vol: 00769, Fol: 785) at 17 High Street, Beaufort VIC 3373, as the proposed development does not accord with the objectives of Clauses 02.03, 15.01-5s, 32.08 and 55 of the Pyrenees Planning Scheme.

CARRIED

Cr Eason and Cr Vance voted against the recommendation.

13.3. CORPORATE AND COMMUNITY SERVICES

13.3.1. INSURANCE PROGRAM RENEWAL 2021/22

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: 38/02/04

PURPOSE

The purpose of this report is for Council to endorse the insurance program renewal placed for the 2021/22 financial year.

BACKGROUND

As part of good governance, Council annually purchases and maintains insurance as part of sharing risk for various lines including public liability, professional indemnity, property, travel, and motor vehicles.

In line with previous years, the Pyrenees Shire Council has maintained its relationship with the MAV and its broker, JLT. The Minister for Local Government provided an exemption for councils to continue utilising the MAV for its public liability and professional indemnity insurance for the 2021/22 financial year.

The global risk environment continues to experience significant challenges, responding to the demands of the COVID pandemic, global weather events and evolving cyber exposure. With unsupportable loss ratios in Directors & Officers, Professional Indemnity insurance and decimated capital investment income, many insurance underwriters are either walking away from certain risks or increasing premiums dramatically.

The current cycle is known as a 'hard market' where insurers tend to withdraw capacity, increase rates and limit covers. Significant pricing increases, tightening of terms and conditions are likely to continue throughout 2021 and well into 2022.

ISSUE / DISCUSSION

In recognition of the hard market conditions at present, Council officers anticipated pricing increases of between 20% and 100% dependent upon the insurance line - I.e. increases were budgeted for around 20% for personal accident and travel, 30% for property, public liability/professional indemnity, and cyber, and 100% for Councillors & Officers liability.

Procurement outcomes on behalf of Council have resulted in better-than-expected percentage increases with an across-the-board increase of 12.77%, representing a total insurance cost for the 2021/22 financial year of 433,392.81. This was a favourable outcome compared with estimates made earlier in the year of around a 30% increase expected.

Commercial in confidence information relating to individual insurance line premiums have been provided to Council separately. The insurance program renewal was required by 1 July 2021 and, as has been the case in previous years, renewal information was received too late to be provided to Council at its June 2021 meeting.

Due to timing constraints and the mandatory nature of needing an insurance program in place, the insurance program has been accepted on behalf of Council and Council is now requested to provide endorsement of the decision made to procure insurance at a total cost of \$433,392.81 for the 2021/22 financial year.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Significant financial and risk implications are inherent with a poorly procured insurance program. Risks include insufficient coverage in the event of a disruptive incident, inability to obtain appropriate insurance, and exposure to an extremely variable cost impost year on year.

CONCLUSION

Insurance has been procured for the 2021/22 financial year through MAV/JLT(Marsh) with 2021/22 premiums provided to Council separately. Council is asked to endorse payment of the 2021/22 insurance premiums, which reflect a continuing hardening of the market resulting in an overall increase of 12.77% over the previous year.

Cr Tanya Kehoe / Cr Ron Eason

That Council endorses the procurement of the 2021/22 insurance program at a total premium cost of \$433,392.81.

CARRIED

13.3.2. FRAUD & CORRUPTION POLICY AND FRAMEWORK

Kathy Bramwell – Director Corporate and Community Services

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

File No: 16/24/17

PURPOSE

The purpose of this report is for Council to consider the updated Fraud & Corruption Control Policy and Procedure.

BACKGROUND

Council's purpose is to deliver services to the community and the resources used to deliver those services are public monies. The misappropriation of resources or misuse of position in any activities associated with Council cannot, therefore, be tolerated.

Council is overseen in its endeavours to prevent fraud, corrupt conduct or significant misconduct by the Independent Broad-based Anti-Corruption Commission (IBAC) and the Victorian Inspectorate.

Council has in place policy, procedures and controls focused on the prevention, detection, reporting and management of fraud and corruption. In accordance with the policy review schedule, the fraud and corruption control policy and procedure were reviewed in June 2021.

ISSUE / DISCUSSION

The fraud and corruption control framework is made up of the following documents:

- Council Policy – Fraud & Corruption Control
- Procedure – Fraud & Corruption Control
- Council Policy – Acceptance of Gifts, Benefits & Hospitality
- Procedure – Disclosure of Conflicts of Interest
- Procedure – Public Interest Disclosures
- Procedure – Public Interest Disclosure Welfare Management

This framework is designed to:

- Articulate Council's zero tolerance to fraud, corruption, improper conduct and bribery,
- Implement appropriate controls to prevent and detect fraud and corruption, and
- Provide and facilitate processes for reporting, investigation and response to allegations or suspicions of fraud or corruption.

The framework satisfies the 'Three lines of defence' in effective fraud risk management and control:

- The first line of defence – operational management implementing policies and procedures, internal controls and monitoring behaviour / compliance.
- The second line of defence – risk management and compliance functions investigating and managing allegations of fraud or corruption, and
- The third line of defence – internal and external audit.

Council policy and procedures around acceptance of gifts, conflicts of interest and public interest disclosures were reviewed in early 2021.

The Fraud & Corruption Control Policy and Procedure were outstanding for review, and this was conducted in June 2021. Key changes made include:

- Updating of terminology relating to public interest disclosures (change in legislation)
- Expansion of policy to detail a summary of all steps involved in fraud and corruption prevention and control
- Minor terminology and wording amendments

None of the changes implemented change the fundamental intent or functions of the policy or procedure.

The reviewed documents are now attached for Council consideration and adoption.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

1. Policy Fraud Corruption Control 2021 [**13.3.2.1** - 7 pages]
2. Procedure Fraud Corruption Control 2021 [**13.3.2.2** - 12 pages]

FINANCIAL / RISK IMPLICATIONS

The review of the fraud and corruption control framework forms part of Council's risk framework focused on prevention and control of fraud risk.

CONCLUSION

The review of the fraud and corruption control policy and procedure completed the full review of the fraud and corruption control framework and ensures that they remain contemporary in meeting Council's risk exposures.

Cr Robert Vance / Cr Ron Eason

That Council adopts the following documents as part of the fraud and corruption control framework:

1. Council Policy – Fraud and Corruption Control
2. Procedure – Fraud and Corruption Control

CARRIED

13.3.3. COMMUNITY GRANTS - 2020/21 3RD ROUND

Kathy Bramwell – Director Corporate and Community Services

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

File No: 32/14/35

Cr David Clark left the meeting at 7.13pm after declaring a conflict of interest.

PURPOSE

This report is to provide Council with information on applications received for the 2020/21 Round 3 Community Grant Program and seek Council consideration and decision on allocation.

BACKGROUND

Council provides funding annually through community grants to recognise the importance of providing financial assistance to community groups, services and organisations located or operating within the Pyrenees Shire. These grants are included within Council's annual budget and are designed to enable the provision of activities and events which promote community activity, achievement, participation, and wellbeing. Grants are allocated under the following schemes:

- Community Grants -
 - Grants of up to \$1,500 for programs and equipment
 - Grants of up to \$750 for events
 - Grants of up to \$1,000 for programs or projects aimed at increasing awareness or facilities for minority groups or gender equality
- Community Capital Grants -
 - Grants of up to \$5,000 for capital works projects

At its meeting in September 2020, Council approved a split in available budget between Community Grants and Community Capital Grants of -

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

Two rounds of the community grants program were opened during the financial year, resulting in an undersubscription of -

- Community Grants – \$14,906
- Community Capital Grants - \$25,669

Due to the undersubscription for community grants in the 2020/21 financial year, at its meeting in May 2021, Council resolved to invite applications for a third round of funding in June.

Applications are assessed against various criteria as detailed in the table below. Applications are generally not accepted for amounts above the thresholds provided above, or where funding has already been provided to a community group or organisation in the financial year (as part of a previous round), but this is subject to Council discretion if a funding round is undersubscribed.

Program	Assessment Criteria
Community Grants - Events	Total scores out of 85 <ul style="list-style-type: none"> • Addressing a community need (up to 20 points) • Resident benefit (up to 20 points) • Increasing participation, H&S, connections (up to 15 points) • Encourage sharing or collaboration (up to 15 points) • Fundraising? (up to 5 points) • Ability to deliver (up to 10 points)
Community Grants – Inclusion / Diversity	Total scores out of 110 <ul style="list-style-type: none"> • Addressing a community need (up to 20 points) • Resident benefit (up to 20 points) • How supports inclusion / diversity (up to 15 points) • Increasing participation, H&S, connections (up to 15 points) • Encourage sharing or collaboration (up to 15 points) • New or enhanced service to community (up to 15 points) • Ability to deliver (up to 10 points)
Community Grants – Equipment / Programs, and Community Capital Grants	Total scores out of 100 <ul style="list-style-type: none"> • Addressing a community need (up to 20 points) • Resident benefit (up to 20 points) • Increasing participation, H&S, connections (up to 15 points) • Encourage sharing or collaboration (up to 15 points) • New or enhanced service to community (up to 15 points) • Identified in CAP or Council Plan (up to 5 points) • Ability to deliver (up to 10 points)

ISSUE / DISCUSSION

A third round of the Community Grants Program was opened in June 2021. A total of applications was received as -

- Community Grants
 - Programs and equipment – 8 applications were received, 3 of which are ineligible due to receiving funds in former rounds during the financial year. Eligible applications total \$6,179.
 - Events – 3 applications were received, 1 of which is ineligible due to receiving funds in a former round during the financial year. Eligible applications total \$1,500.
 - Programs for inclusion & diversity – 1 application was received totaling \$1,000.
- Community Capital Grants
 - 7 applications were received, 2 of which are ineligible due to receiving funds in a former round during the financial year. 1 application was received late and would have been ineligible as this was a 2nd application from the same applicant in this round. Eligible applications total \$19,767 dependent upon Council resolution.

A full summary of grant applications was considered by Councillors during the month.

1. Community Grants – Events

Two eligible applications were received, as detailed in the table below. It is recommended that both eligible applications are funded at a sum of \$1,500.

Community Group / Township	Purpose	Amount requested	Comments / Recommendation
Pyrenees Petanque Club / Avoca	Support to hold Open Triples & Doubles Tournament.	\$750	Assessment score 72 / 85 The community needs these clubs and events to restart and support communities recover from COVID. Recommend funding of \$750.
Waubra Community Hub / Waubra	Fundraising community dinner to be held over 3 different nights (aim for 50-100 meals).	\$750	Assessment score 61 / 85 At the current time, events are an effective way to get communities back together and support mental health. Recommend funding of \$750.
Beaufort Progress Association / Beaufort	Support for the Beaufort Town Market	\$750	Assessment score 75.5 / 85 Ineligible in this round as the BPA received funding in 2020/21 Round 1 (Capital Grant \$2,300) However, this is a significant Beaufort community event with benefits for businesses and community groups. Recommend, if funding is available – fund \$750.

2. Community Grants – Inclusion & Diversity

One application was received, as detailed in the table below. It is recommended that this application be funded at a sum of \$1,000.

Community Group / Township	Purpose	Amount requested	Comments / Recommendation
Pyrenees Chorale / Beaufort & Avoca	To develop a plan (marketing and operations) and purchase of print music and other equipment. To enhance the long-term viability of the group.	\$1,000	Assessment score 86 / 110 Provides a forum aimed at aged and disability. Aligned with Council's active ageing goals. Would benefit from widening target membership to include all ages and different music cultures. Recommend funding of \$1,000.

3. Community Grants – Programs and Equipment

Eight applications were received, of which three are ineligible for reasons stated in the table below. It is recommended that the five eligible applications be funded at a sum of \$6,246.

Community Group / Township	Purpose	Amount requested	Comments / Recommendation
RSL Avoca Sub-Branch / Avoca	Restoring the lettering on the Avoca War Memorial.	\$1,267	Assessment score 86 / 100 Compliments the work Council has been involved with in restoring the memorial. Will be in time for the Centenary in November. Recommend funding of \$1,267.
Carngham Linton Football Netball	Purchase of new equipment and infrastructure for female	\$1,500	Assessment score 85 / 100

Club / Snake Valley	friendly netball change rooms.		New facility recently completed by Council, but plans did not include internal fixings. Recommend funding of \$1,500.
Burnbank CFA / Burnbank	Purchase of equipment to enhance visual / electronic training of volunteers.	\$872	Assessment score 81 / 100 CFA provides a valuable service to the entire Pyrenees community and training is essential. Recommend funding of \$872.
UMEC Landcare Network Inc / Lexton	Purchase of 12 hamilton tree plants for loaning to landcare and community members for tree planting.	\$1,268	Assessment score 76 / 100 Aligns with global climate change and environmental endeavours. Recommend funding of \$1,268.
Avoca Community Food Pantry / Avoca	Purchase and installation of purpose-built packing / storage table.	\$1,339	Assessment score 70 / 100 Essential service to our community members in need. Would also increase storage capacity and address OHS (Occupational Health and Safety) issues. Recommend funding of \$1,339.
Beaufort Agricultural Society / Beaufort	Purchase of speed hump electric cable protectors to cross sections of road where vehicles travel.	\$1,382	Assessment score 75.5 / 100 Ineligible for this round as this group already received funding in both Rounds 1 and 2 of this financial year. However, this is a safety aimed project. Recommend, if funding is available – fund \$1,382.
Landsborough & District Historical Group	Purchase of a laptop computer and printer to replace outdated equipment.	\$1,500	Assessment score 75 / 100 Ineligible for this round as this group already received funding in Round 2 of this financial year. However, upgrading equipment would benefit this group's work and this is aligned with Council's goal on preserving our Shire's heritage. Recommend, if funding is available – fund \$1,500.
Carngham Rec Reserve / Snake Valley	Replacement of broken flagpole in more suitable position.	\$1,500	Assessment score 26 / 100 Submitted two grant applications in this Round and the committee identified the capital grant application as the priority so this application deemed ineligible. Recommend decline for funding.

4. Community Capital Grants

Seven applications were received, of which two are ineligible for reasons stated in the table below. It is recommended that Council resolves to fund the five eligible applications within the normal funding thresholds – at a sum of \$19,767.

Community Group / Township	Purpose	Amount requested	Comments / Recommendation
Avoca Friends of the Pool / Avoca	Construct shading over picnic tables at the Avoca Pool grassed area.	\$7,500	Assessment score 85 / 100 Well-used facility during summer months. Requested \$7,500 and stated unable to provide self-funding portion usually part of funding requirement. It is suggested that the \$2,500 above Council's threshold may be funded from alternative sources – e.g., SunSmart. Recommend funding of \$5,000 (Council's current threshold).
Avoca Football Netball Club / Avoca	Upgrade security cameras for sporting complex.	\$3,227	Assessment score 84 / 100 Increases security for unsupervised children (deterrent). Aligned with government / council strategies to improve child safety. Recommend funding of \$3,227.
Avoca Sporting & Recreation CoM / Avoca	Avoca Sports Complex external facility repairs to cladding.	\$1,540	Assessment score 80 / 100 Considered premier community facility in Avoca – refurbishment need to maintain facility. Recommend funding of \$1,540.
Lexton Cemetery Trust / Lexton	Niche wall extension for a wall containing deceased ashes. Current wall is full and unable to provide the service.	\$5,000	Assessment score 79 / 100 Currently unable to provide service. Important service to local, bereaved families. Recommend funding of \$5,000.
Carngham Rec Reserve	Exterior painting of main facilities to match new female friendly facilities recently constructed.	\$5,000	Assessment score 58 / 100 Original facilities have never been painted and would like to match new female friendly changerooms constructed by Council. Recommend funding of \$5,000.
Raglan Hall & Recreational Reserve Committee	Resurfacing of the Horse Arena to solve drainage problem. At present only half of the arena is usable.	\$5,000	Assessment score 79.5 / 100 Ineligible for this round as committee received funding in Round 2 (\$736). However, this project would make the arena more usable and safety. Recommend, if funding is available – funding of \$5,000.
Trawalla & District Rec Reserve	Electrical upgrades to the Trawalla Hall as part of ongoing upgrades.	\$5,000	Assessment score 76.5 / 100 Ineligible for this round as the reserve received funding in Round 2 Capital (\$5,000) towards the roofing project. However, this project is worthwhile in making a key community facility long-term sustainable. Recommend, if funding is available – funding of \$5,000.

Subject to Council resolution on recommendations for funding allocations, the available funds for projects assessed as eligible would be expended as follows -

- Community Grants – \$14,906 available for Round 3. Expenditure recommended for eligible applications of \$8,746 leaving an unsubscribed balance of \$6,160.
- Community Capital Grants - \$25,669 available for Round 3. Expenditure recommended for eligible applications of \$19,767 leaving an unsubscribed balance of \$5,902

A total of \$12,062 remains available from all 2020/21 rounds of the community grants program.

Council's normal aim is to expend all available funding for the community grants program. If Council wants to expend all this funding, Council Officers recommend considering the following applications for approval, originally assessed as ineligible under normal program rules:

Scoring	Group / Project	Amount requested	Reasoning for consideration for funding notwithstanding being ineligible for this round
75.5/85 88.8%	Beaufort Progress Association – Beaufort Town Market support.	\$750	Significant Beaufort community event with potential benefits for many businesses and community groups.
79.5/100 79.5%	Raglan Hall & Rec Reserve Committee – Resurfacing of the horse arena to solve drainage problems and allow full usage.	\$5,000	Would be of benefit to the community, would have safety benefits and make the facility fully usable.
76.5/100 76.5%	Trawalla & District Rec Reserve – Electrical upgrades to the Trawalla Hall.	\$5,000	Part of larger infrastructure upgrade project that is aligned with the funding received earlier in the year. This aligns with the group's overall goals to improve the facility.
75.5/100 75.5%	Beaufort Agricultural Society – purchase of speed hump electric cable protectors.	\$1,382	This is a safety aimed project and will improve public safety at times of high concentration of people.
75/100 75%	Landsborough & District Historical Group – Purchase of computers to continue preserving historical records.	\$1,500	Council indicated that preservation of the Shire's heritage is a priority, and this project would support that goal.

Council approval of all the above projects would result in community grant expenditure being \$1,569 over the budgeted amount.

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.

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Reputation risk arises if the program is perceived as being administered in an unfair or inequitable manner.

CONCLUSION

After completing Rounds 1 and 2 of the 2020/21 Community Grants Program, monies remained that allowed for a Round 3 to be opened in June 2021. Applications have been received and assessed and recommendations made to Council for awarding funding as part of this report.

Cr Ron Eason / Cr Tanya Kehoe

That Council:

1. Resolves to fund the following community grant applications (events) at a total cost of \$1,500:
 - a. \$750 to the Pyrenees Petanque Club – Pyrenees Open Triples & Doubles Tournament, and
 - b. \$750 to the Waubra Community Hub – Waubra Community Dinners.
2. Resolves to fund the following community grant application (inclusion & diversity) at a total cost of \$1,000:
 - a. \$1,000 to the Pyrenees Chorale (through the Pyrenees Arts Council) for the purchase of printed materials and to enhance the membership of the Chorale.
3. Resolves to fund the following community grant applications (programs, projects & equipment) at a total cost of \$6,179:
 - a. \$1,500 to the Carngham Linton Football Netball Club for purchase of new equipment for the female friendly change rooms,
 - b. \$1,339 to the Avoca Community Food Pantry for purchase of a purpose-built packing / storage table,
 - c. \$872 to the Burnbank CFA to purchase new training audio visual equipment,
 - d. \$1,268 to the UMEC Landcare Network Inc to purchase planting equipment to aid people in planting new trees, and
 - e. \$1,267 to the RSL Avoca Sub-branch for restoration of the lettering on the Avoca War Memorial in time for the Centenary in November 2021.
4. Resolves to fund the following community capital grant applications at a total cost of \$19,767:
 - a. \$5,000 to the Lexton Cemetery Trust to extend their Niche Wall,
 - b. \$5,000 to the Avoca Friends of the Pool to install shade above the picnic area at the Avoca pool,
 - c. \$3,227 to the Avoca Football Netball Club to upgrade security cameras for the sporting complex,
 - d. \$1,540 to the Avoca Sporting & Recreation Committee of Management for Avoca Sports Complex external building repairs, and
 - e. \$5,000 to the Carngham Recreation Reserve towards painting of the main building exterior.
5. Due to an unexpended balance of \$12,129 of budgeted funds for the community grant program, resolves to fund the following projects originally deemed as ineligible for the

current round (due to having received funding in previous rounds):

- a. \$750 – Beaufort Progress Association – Beaufort Town Market,
- b. \$5,000 – Raglan Hall & Recreational Reserve Committee – Resurfacing of unsafe horse arena,
- c. \$5,000 – Trawalla & District Recreation Reserve – towards electrical upgrades for the Trawalla Hall,
- d. \$1,382 – Beaufort Agricultural Society – to purchase speed hump electrical cable protectors, and/or
- e. \$1,500 - Landsborough & District Historical Group – to purchase computer and printer to aid in preserving historical records.

CARRIED

Cr David Clark rejoined the meeting at 07:20pm

13.3.4. PLACE NAMING PROPOSAL - ROTARY PLACE, BEAUFORT

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: 521034600

PURPOSE

This report is to inform Council on outcomes of public consultation on a place naming request for 'Rotary Place', Beaufort and seek Council approval to seek final consideration and approval from the Registrar of Geographic Names.

BACKGROUND

In April 2021, the Rotary Club of Beaufort requested Council to consider the naming of the green space bounded by Neill Street, Havelock Street and Livingstone Street in Beaufort be named as 'Rotary Place'. This space was formerly the site of a toilet block, no longer there.

The Rotary Club of Beaufort feels the name 'Rotary Place' acknowledges the history of the Club and the service provided to the Beaufort Community over the past 34 years. A copy of the letter was provided to Council in May 2021.

Naming rules for places in Victoria is governed by the Registrar of Geographic Names and must be undertaken in accordance with the *Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2016*. Under these rules, any public or private road, feature or locality within Victoria can be named, renamed or have its boundary changed.

Apart from road naming in new developments, proposals for place naming often arise from community members, as in this case. Council is the responsible naming authority within the Pyrenees Shire. The following steps form the process to facilitate consideration and potential approval of the naming request:

1. Internal checks on current naming, conflicts with similar names in close proximity etc.
2. Community consultation – consult with the community – usually those with a direct impact from the proposal. In this case it is suggested that this be undertaken with the Beaufort community via media release, social media, notice in the local media (Pyrenees Advocate), flyers published at places around Beaufort; and direct communication with the businesses surrounding the green space and Beaufort community groups who use the space. It is considered that the statutory minimum period of 30 days is appropriate for this naming proposal.
3. Consideration of objections – objections must be lodged with Council within the 30 days allocated for feedback. Provide opportunity for objectors to present in person to Council.
4. Assessment report development – including details of objections and Council's consideration / response to the objections.
5. Report to Council – seeking endorsement of a recommended decision.

ISSUE / DISCUSSION

A request was received from the Rotary Club of Beaufort to seek Council endorsement of naming the green space shown in the map below as 'Rotary Place'.



At its meeting in May 2021, Council resolved that the process for naming the green space as ‘Rotary Place’ commence and be published for community and public feedback for a period of 30 days. Public consultation closed on 26 June without any submissions being received by Council.

Assessment report:

Following completion of the public consultation stage of the place naming process, Council officers have undertaken an assessment of the proposal with outcomes as follows:

1. Internal checks on current naming or naming conflicts were undertaken in April 2021. The green space is currently not formally named or known colloquially as a particular name.
2. Council approved publication of the proposal for public feedback in May 2021. Information was provided to the community via Council’s normal media processes and was open until 26 June 2021. No feedback was received by Council during this period.
3. As no objections to the proposal were received, Council was not required to hear or consider these.
4. It is now considered appropriate for the matter to proceed to request final consideration and approval by the Registrar of Geographic Names.

Council is therefore requested to approve the proposal to name the green space bounded by Neill Street, Havelock Street and Livingstone Street in Beaufort as ‘Rotary Place’.

A representative of the Rotary Club of Beaufort has been informed of this outcome.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Compliance risks if statutory process is not followed. Reputation risks if public consultation is insufficient.

CONCLUSION

The Rotary Club of Beaufort requested a green space in the centre of Beaufort be named as 'Rotary Place' in recognition of 34 years of community service in the town. The statutory place naming process has been followed and no objections were received from the community to this proposal. Council is requested to formally approve the place naming and that this be forwarded to the Registrar of Geographic Names for approval and gazettal.

Cr Tanya Kehoe / Cr Ron Eason

That Council:

1. Resolves to adopt the name of 'Rotary Place' for the green space in the centre of Beaufort bounded by Neill Street, Havelock Street and Livingstone Street; and
2. Requires Council officers to provide the outcomes of the place naming process and assessment, and Council's decision, to the Victorian Registrar of Geographic Names for final consideration, approval and gazettal.

CARRIED

14. COUNCILLOR REPORTS AND GENERAL BUSINESS

Cr Clark (Ercildoune Ward)

- Attended the Western Victoria Transmission Network Project (WVNTP) meeting in Waubra. There were about 100 people in attendance which gives the sense that there is quite a lot of concern around the project.
- Attended the Top Tourism Town Award event in Bendigo. Ballarat won for the town over 5000 people category. Pleased to advise that Beaufort and Avoca were finalists and the only municipality to have two towns in the category which is a great achievement. It was a terrific night.
- Attended the National General Assembly in Canberra and enjoyed the content of the conference.
- Been busy developing and reviewing the new Council Plan. Thanks to the community panel for their input.
- In MAV role, been visiting other Councils around the State and some have expressed interest in our straw pellet project.

Cr Vance (Decameron Ward)

- Attended the bi-monthly Timber Towns Victoria meeting. There has been some concerns about the impacts of the VEAC report.
- Attended the Rotary Changeover dinner in Beaufort which was a really well attended event.
- Had a tour of the new Avoca playspace and also the old shire offices which are being renovated for future community/business space.
- Also had a tour of the Avoca Chinese Garden which is a wonderful asset for Avoca.
- Attended the WVNTP meeting in Waubra. It is important that the community are kept informed.
- Endorse Cr Clark's remarks to thank the community panel's input into the Council Plan.

Cr Eason (Avoca Ward)

- Attended the tour of the Avoca playspace and will consider additional parking in this area.
- Attended the WVNTP meeting in Waubra. It is important that discussion between Ausnet and the affected community members is held.
- The community playspace was supported by the Bendigo Community Bank and appreciation is expressed for the funds provided by the bank for the project. The bank in both Avoca and Beaufort are very supportive especially providing grants to the community.

Cr Kehoe

- The female friendly changerooms have been very well utilised and it is great to see a fantastic community asset being used.
- The Carngham Uniting Church Op Shop is being really well supported.
- There was a fantastic art exhibition called Thrum was held in the Carngham Hall.
- Attended some MAV training opportunities to improve skills to better support the community.
- The Avoca playspace is fantastic with lots of families using it.
- Now in our 5th lockdown, it is really important to support each other and our local businesses.

Cr Ferrari

- Attended the meeting with the deliberative engagement panel to develop the new Council Plan.
- Attended the National General Assembly in Canberra. It was a busy few days with meetings with state and federal representatives. It was good to network with other councils to find out how they operate particularly with our neighbouring councils.
- Attended the tour of the Avoca playspace which is a terrific asset for the township of Avoca.
- Attended the WNTVP meeting in Waubra. It was a good turnout by the community. There is a lot of uncertainty amongst the community about what is going to happen.

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.

Cr Ron Eason / Cr Tanya Kehoe

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 Supply and delivery of a tip truck and trailer
- 15.2 Tandem Drive Grader with Rear Mounted Sipper/Scarifiers

CARRIED

The live streaming of Ordinary Meeting of Council 20 July 2021 stopped at 07:43pm to consider confidential items.

RE-OPENING OF MEETING TO MEMBERS OF THE PUBLIC

Cr Ron Eason / Cr Robert Vance

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

CARRIED

The live stream re-commenced at 07:59pm

The Mayor chose to report on the confidential items discussed in the Closed Meeting of Council advising that tenders were awarded for:

- the supply and delivery of a tip truck and trailer; and
- the supply and delivery of a Tandem Drive Grader with Rear Mounted Sipper/Scarifiers

16. CLOSE OF MEETING

Ordinary Meeting of Council 20 July 2021 closed at 08:00 pm.

Minutes of the meeting confirmed _____

2021

Mayor Cr Damian Ferrari