



**Pyrenees**  
Shire Council

# Minutes

## Ordinary Meeting of Council

6:00pm Tuesday 21 September 2021  
Council Chambers  
Beaufort Council Offices,  
5 Lawrence Street, Beaufort

This meeting was conducted with only Councillors and staff present in person. Members of the public were able to view the meeting virtually via the livestream.



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## **1. WELCOME**

Mayor Cr Damian Ferrari welcome all to the meeting.

## **PRESENT**

**Mayor:** Cr Damian Ferrari

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

**Chief Executive Officer:** Jim Nolan

**Director Asset and Development Services:** Douglas Gowans

**Director of Corporate and Community Services:** Kathy Bramwell

**EA to CEO and Councillors:** Jane Bowker (minutes)

**Senior 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**

There were no apologies.

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

Cr Tanya Kehoe declared of conflict of interest (indirect through close association) in relation to Item 13.1.2 Telecommunications Facility Avoca.

## **7. CONFIRMATION OF THE PREVIOUS MINUTES**

**Cr Robert Vance / Cr David Clark**

That the Minutes of the:

- Ordinary Meeting of Council held on 17 August 2021; and
- Closed Meeting of Council held 17 August 2021,

as previously circulated to Councillors, be confirmed.

**CARRIED**

## 8. BUSINESS ARISING

There was no business arising from the Ordinary Council Meeting held 17 August 2021.

## 9. PUBLIC PARTICIPATION

### Christy Bell of Carngham

#### *Question one:*

Will Council fly the rainbow pride flag from the Council Chambers on the 17th of May next year, being International Day Against Homophobia, Biphobia and Transphobia?

#### *Response:*

Director Corporate and Community Services Kathy Bramwell thanked Ms Bell for the question and provided the following response:

Council is strongly committed to being an organisation that is fully inclusive of all, and are fully supportive of the proposal to fly the rainbow flag on that day. This will be done in accordance with the Australian Flag Protocols which will mean that, as we have two flag poles, we will not be able to fly the Aboriginal Flag on that day but we do commit to flying the rainbow flag.

### Ian Murdoch of Carngham

#### *Question one:*

I commend the Council's new engagement hub on the Council website. In particular, the contributions by the community panel offered promise for a more actively engaged Council in community engagement and consultation. What tangible actions is Council creating and presenting to the shire's residents, and how will Council encourage and facilitate community's productive activity in the processes?

#### *Response:*

CEO Jim Nolan thanked Mr Murdoch for the question and provided the following response:

- Council took a step forward in the respect of the deliberative engagement process when it undertook its Community Vision. We look forward to the opportunity to carry out further in-depth engagements in the coming year, for the development of our Asset Plan, our Long-Term Financial Plan and our Municipal Public Health and Wellbeing Plan.
- Yes, the Engagement Hub that is on Council's website, is a new piece of software launched in the last month or so, and is a replacement of a previous piece of software known as OurSay. This engagement portal offers the opportunity for the public to have direct involvement in potential new ideas, such as an off-leash dog park or comment on pieces of policy such as the Community Vision and Council Plan which are currently on exhibition through the Engage Hub at the moment.
- One of the key actions in our Council Plan is to embed community participation into our Project Management Framework which means that our major projects will have a thorough community engagement component.
- Council is actively encouraging input via this method as it is a far more interactive way, and the Engagement Hub also has opportunities for live polls, idea submissions and we can contact the public directly through the Hub.

- Council is currently preparing a new engagement strategy that will provide details on the different ways that we will engage with our community moving forward.

*Question two:*

As part of the data provided in the document, I note that Council's information shows 24.5% of households have no internet access at home. I suspect most of those unconnected households are rural dwellings. When seen in the shadow of the recent debacle of information of changes to waste services (roadside collection) where Council's CEO claims the survey, in particular, was "widely promoted" in printed press and internet media, how does Council propose to overcome this distinct disadvantage to that 24.5% of households when any public notice is to issued?

*Response:*

CEO Jim Nolan again thanked Mr Murdoch for the second question and provided the following response:

The first part of the question refers to the lack of internet access by a large percentage of the community. If you access the NBN rollout mapping you will see that the majority of the Pyrenees Shire actually does have access to internet coverage. There is quite wide coverage across the Shire. However, there are a range of reasons why members of our community might not have connected to the internet at this point in time. Part of that is to do with cost to get the connection and then to meet the costs of an internet plan. Part of it could be because the speed of connection doesn't meet their needs. Part of it could be that they don't have a need for connection at this point in time and many elderly people in our community may not have the knowhow. Council does advocate strongly to government and agencies such as NBN Co. for improved access to internet coverage across the Shire.

Acknowledging the fact that there are a number of our residents do not have access to the internet, it is important that Council has a range of methods of communicating to our residents so that we can fill the gap through a range of strategies to encourage engagement. Council has provided a quarterly printed newsletter to all postal addresses in the Pyrenees since 2014, and will continue to provide this newsletter. Council is committed to providing as much notice as practicable and in as many formats as possible.

Other means of engagement include:

- Through our weekly advertisement in two local papers and we are actively promoting the option of calling Council to have a paper versions posted to them.
- We provide hard copy surveys when we survey our residents. Documents are available at our Resource Centres and our Resource Centre staff are receiving training on how to help customers use the online engagement portal.
- Council has and will continue to send out direct mail where appropriate and when time permits. For instance, recently Council posted out a flyer showcasing the items of note on the draft budget and invited public feedback through that process.
- We also sent hard copies of the waste calendars out to our community.
- Council will continue to hold community cuppa events around the Shire. Council has had this practice over a number of years meeting small remote communities at each end of the municipality for face-to-face engagement with our communities and whilst COVID restrictions have limited Council's ability to do that, there is certainly intention of Council to continue with that form of engagement with our communities.
- Displaying information on engagement opportunities at our Resource Centres and noticeboards across the Shire is another means of engaging with our communities, including determining

where notices can be displayed in other townships outside Avoca and Beaufort such as at milk bars and general stores.

- Key engagement methods will include Council officers going out to communities, as well and engaging directly with our stakeholders. For example, attending markets such as the Beaufort Town Market to invite people to directly provide feedback to officers participating at those events, or in high traffic areas when consulting on particular projects.
- Council has a small Communications team of two part time officers, one of whom has been made possible through some financial support through the State Government, and we endeavour to get as much information out through as many channels as possible.
- We are always interested in any other ideas that our community might have in how Council can improve its ability to reach as many of our residents as possible, so if you have any ideas that you want to bring forward to Council there are a number of means so you can do that. You can email [pyrenees@pyrenees.vic.gov.au](mailto:pyrenees@pyrenees.vic.gov.au) or telephone reception on 1300 797 363 or drop a note into one of our front counters which will be passed on.

## 10. ITEMS FOR NOTING

### 10.1. ECONOMIC DEVELOPMENT AND TOURISM

#### 10.1.1. TOURISM MEMORANDUM OF UNDERSTANDING

**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:** 62/10/10

#### **PURPOSE**

To update Council on current tourism agreements between Pyrenees Shire Council and the City of Ballarat

#### **BACKGROUND**

Council established its initial tourism MOU with the City of Ballarat in early 2020. This agreement was renewed in January this year pending the implementation of recommendations resulting from a Victorian Government review of Regional Tourism Boards.

In September 2020, the Victorian state government released the Visitor Economy Recovery and Reform Plan (the plan). This plan concluded the Regional Tourism Review which was commissioned by the Victorian Government in March 2019 to ensure our regions get the support and opportunities they need to grow in the tourism market.

The outcome of the review was during the next three years, the Victorian Government will support the transition of the existing network of Regional Tourism Boards into a new network of Visitor Economy Partnerships. Visitor Economy Partnerships will play a more significant role by 2023.

This transition will involve the formation of transition committees with representatives from Regional Tourism Boards, councils, government and industry.

Under the new model, Visitor Economy Partnerships will:

- Have a clear sense of purpose and defined responsibilities
- Encourage local and industry leadership, with senior local council, industry and skills-based board membership
- Include all regions, with boundaries co-designed and agreed in collaboration with local councils
- Leverage benefits of scale
- Have local ownership and flexibility with the broad geographic coverage to deliver region-wide initiatives

With the introduction of Visitor Economy Partnerships due for implementation by 2023, currently being managed by Tourism, Events and Visitor Economy (TEVE), an interim working Memorandum of Understanding (MOU) between City of Ballarat, Moorabool Shire Council and Pyrenees Shire Council will ensure each LGA is positioned and working collaboratively towards visitor economy outcomes and directions coming out of the state-wide reform, and, enable each LGA to have a presence and input into the process.



## **ISSUE / DISCUSSION**

The new tourism MOU which will now include Moorabool Shire Council, will assist the three LGA's and Ballarat Regional Tourism to transition towards the proposed model of Visitor Economy Partnerships initiated under the Victorian Government review of Regional Tourism Boards. These arrangements will enable Council to continue to be supported at a regional level in the areas of:-

- Incorporating Pyrenees content in regional tourism marketing
- Support for strategic and targeted tourism product development
- Building industry capacity
- Advocating to government on behalf of tourism industry operators

The new MOU is in keeping with the conclusions of the Visitor Economy Recovery and Reform Plan released in September 2020 and has been executed by the relevant partners.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

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

## **ATTACHMENTS**

Nil

## **FINANCIAL / RISK IMPLICATIONS**

The interim MOU does not require financial membership commitments except where optional marketing campaigns may occur. Based on interim tourism MOU's with the City of Ballarat to this time, these costs are expected be contained within existing budget allocations for a regional tourism body.

## **CONCLUSION**

The interim MOU has been executed by each of the parties

## **OFFICER RECOMMENDATION**

That Council notes this report

## 10.2. ASSET AND DEVELOPMENT SERVICES

### 10.2.1. 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 August 2021.

This report includes four parts:

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

#### PART A: PLANNING

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

<b>Planning Permit Activity Reporting</b>			
<b>Activity</b>	<b>July 2021</b>	<b>August 2021</b>	<b>Financial Year to date</b>
Applications received	5	4	9
Applications completed	13	5	18
Requests for further information	8	6	14
Estimated cost of works	\$1,059,991	\$700,270	\$1,760,261
<b>Enquiry Type</b>	<b>July 2021</b>	<b>August 2021</b>	<b>Financial Year to date</b>
Pre-purchase enquiry	37	53	90
Pre-application enquiry	56	56	112
Existing permit enquiry	11	27	38
Current application enquiry	54	21	75
All other enquiries	46	43	89
<b>Total Enquiries</b>	<b>204</b>	<b>200</b>	<b>404</b>

#### STATUTORY PLANNING

It has been a busy start to the Financial Year with 18 planning permit applications determined throughout July and August. Planning and property enquiries remain high due to an ongoing demand for rural residential properties.

Officers are continuing to work with the proponents of a three-day music event near Snake Valley. The original application sought to hold the event in October 2021, however the applicant has now determined to amend the proposed date. A decision on the application will be brought before Council following the processing of the amendment and any further submissions and referral responses.

## STRATEGIC PLANNING

Online community consultation regarding a proposed off leash dog park in Beaufort has gone live and has observed a high level of interaction and participation to date.

Officers have been working with staff of the Beaufort Secondary College to have one of their projects exhibited digitally via the Beaufort Projector. We are excited to be able to host this exhibition, that may not have been otherwise possible, due to COVID related restrictions.

### PART B: BUILDING

CATEGORY	July 2021	August 2021	Financial year to date
Permits issued by private Building Surveyor	18	21	39
'Property Information Certificates' prepared and issued	15	24	39
'Report and Consent' issued	1	3	4
Building Notices	1	1	2
Building Order	3	4	7
Resolved Building Notices	1	0	1
Resolved Building Orders	2	2	2
Building Inspections	9	15	24

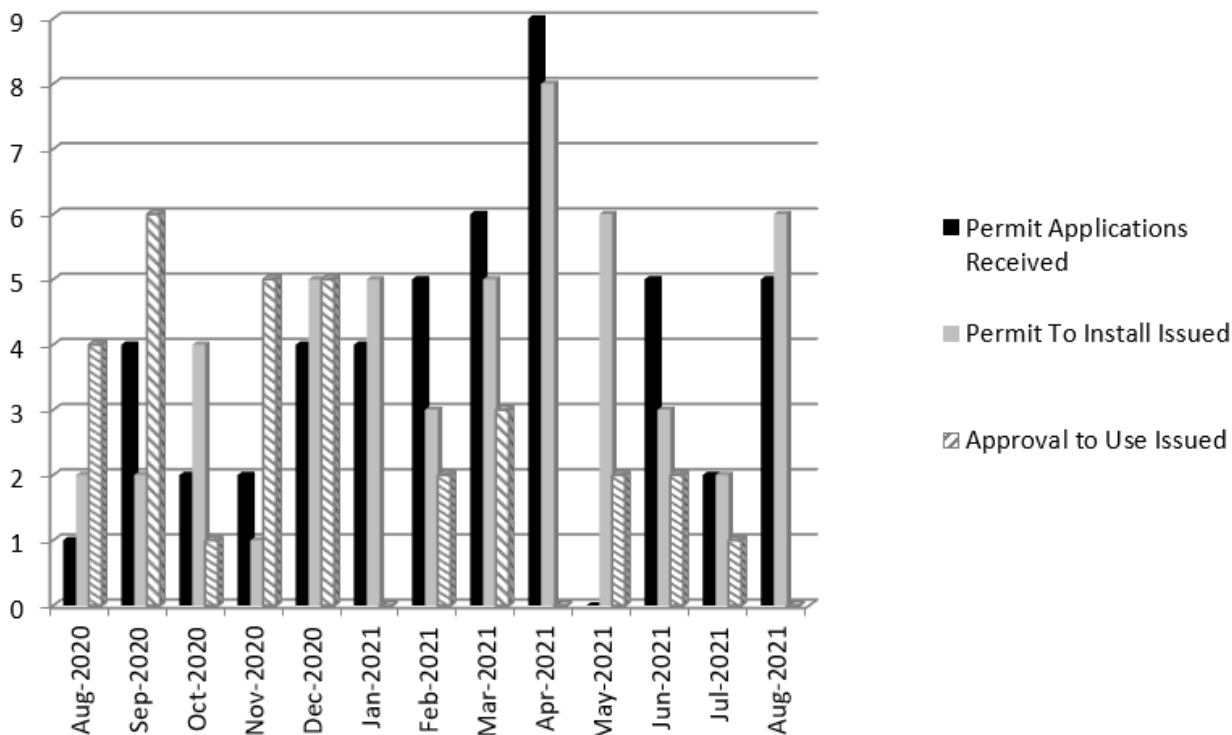
The increasing interest in rural property investment and development has also been observed by the Building Department, with an increase in the number of 'property information requests' and general enquiries being.

As we near the cut-off date for the lodgement of 'Swimming Pool Safety Barrier – Certificates of Compliance, communication to swimming pool and spa owners is being continued. The Building Department is urging swimming pool and spa owners who have not yet supplied a certificate, to engage a registered pool inspector at their earliest convenience.

### PART C: ENVIRONMENTAL HEALTH

#### Activity: Wastewater

Period	Applications to Install or Alter Septic Tanks Received	Permits to Install or Alter Issued	Approval to Use Issued	Fees Paid
1-31 August 2021	5	6	0	\$2700



Wastewater related tasks for August 2021	
Septic Tank Inspections	5
Domestic Wastewater Management Plan Inspections	7
Domestic Waste Water Service Agent Reports	22

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

Period	New Premises, Transfers and Renewals	Routine Inspection, Assessments and Follow Ups	Complaints Received about Registered Premises	Food Recalls	Fees Paid
1-31 August 2021	1	20	0	3	\$0

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

Council processed 3 new Stretrader applications, issued 5 Statements of Trade and conducted 3 mobile food premises annual mandatory assessments in August 2021. Despite the ongoing restrictions and uncertainty associated with Covid-19, it is pleasing to observe the continued investment in mobile food and drink trade.

**Activity: Immunisations**

Group immunisation sessions in Beaufort and Avoca were not conducted during August, due to Covid-19 related impacts. 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 August 2021	Clients	22	1	0	23
	Vaccines	46	1	0	47

### Compliance Issues

Council received two noise complaints and one other nuisance complaint in August.

### PART D: COMMUNITY SAFETY AND AMENITY

#### Activity: Animals

	July 2021	August 2021	Total YTD (21/22)
Cats Registered	529	548	-
Dogs registered	2219	2270	-
Cats impounded	5	2	7
Cats reclaimed	3	1	4
Cats Euthanised/surrendered	2	1	3
Dogs impounded	3	2	5
Dogs Reclaimed	3	2	5
Dogs Euthanised/surrendered	0	0	0
Stock impounded	24	0	24

#### Activity: Infringements

Infringement Type	July 2021	August 2021	Total YTD (21/22)
Domestic Animals Act	6	7	13
Local Laws	4	3	7
Road Safety Act	2	0	2
Environment Protection Act	0	0	0
Impounding of Livestock Act	0	0	0
Other	0	0	0
<b>Total Infringements Issues</b>	<b>12</b>	<b>10</b>	<b>22</b>
Prosecutions	0	0	0

#### Livestock

V/Line reported multiple sheep strikes on the rail line between Buangor & Beaufort which has resulted in approximately 42 sheep being killed. The sheep have been identified as having all come from a single property.

Officers inspected the property and issued a notice to the land owner, requiring that the fence be repaired or the remaining stock removed immediately. An infringement notice was also issued to the property owner for failing to contain their stock to their property.

In addition to the obvious financial loss associated with such stock deaths, trains colliding with animals can cause thousands of dollars damage to the carriages. Every strike results in significant service disruptions, as the trains are required to be taken offline, inspected for damage and bio cleaned.

### **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 2021
- 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

**OFFICER RECOMMENDATION**

That Council notes the report.

### 10.3. CORPORATE AND COMMUNITY SERVICES

#### 10.3.1. CUSTOMER ACTION REQUESTS - AUGUST 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 August 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 continue to reduce this use.

#### ISSUE / DISCUSSION

466 CARs were logged in August 2021, 37 more than the previous month. 324 of these requests related to telephone messages.

238 CARs were closed in the month, leaving a total of 272 outstanding, of which 124 related to telephone messages.

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

	Avoca Ward	Beaufort Ward	DeCameron Ward	Ercildoune Ward	Mt Emu Ward
<b>Number of requests received in August 2021 (previous month).</b>	28 (28)	53 (82)	16 (11)	24 (19)	21 (30)
<b>Requests received in August and closed in the same month (% of total received).</b>	14 (50%)	29 (55%)	9 (56%)	11(46%)	15 (71%)
<b>Requests received in August outstanding.</b>	14	24	7	13	6
<b>Outstanding requests from 2020.</b>	2	3	0	0	0
<b>Outstanding requests from 2019.</b>	1	0	0	0	0
<b>Total outstanding requests (previous month).</b>	34 (31)	51 (47)	16 (14)	33 (30)	14(23)

Analysis:

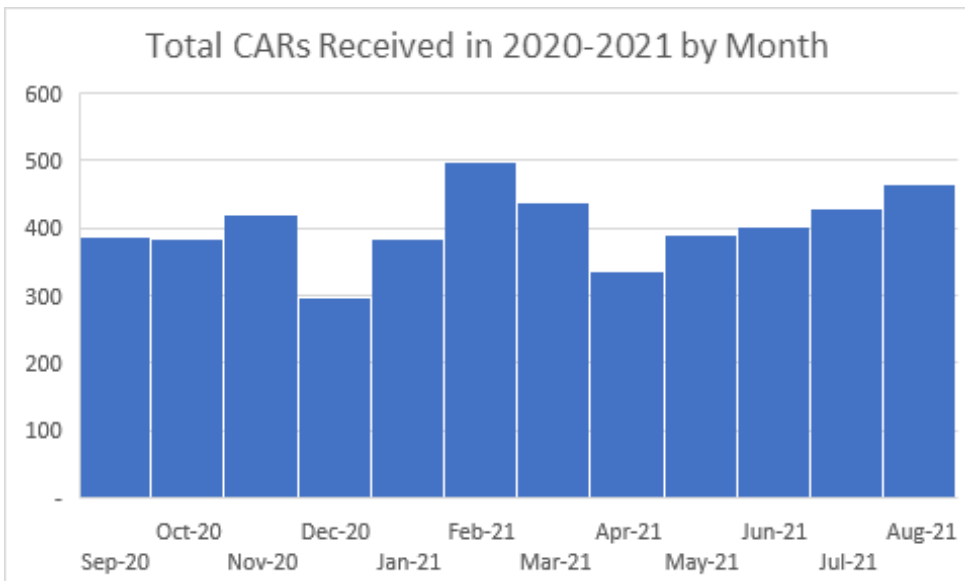
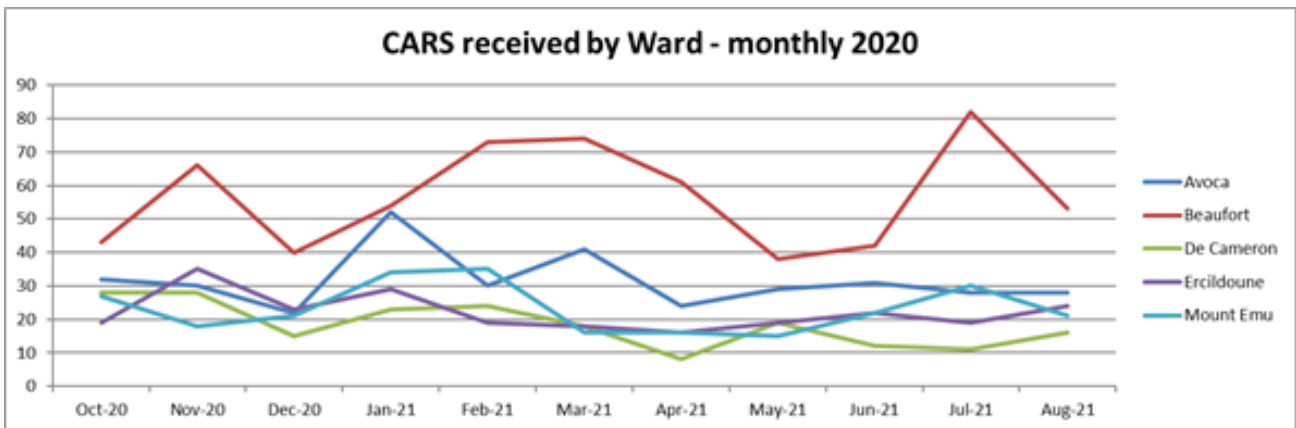
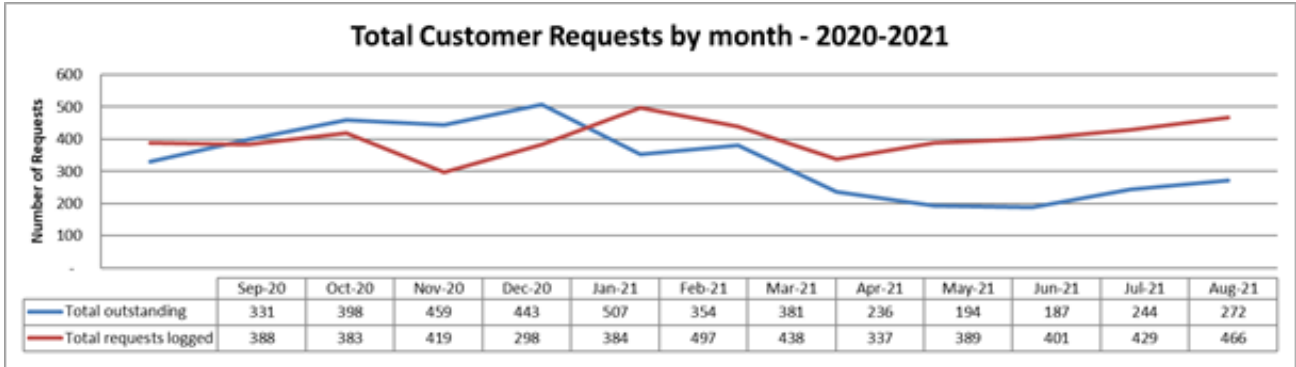
- The number of CARs received in Beaufort reduced again after a spike in July due to adverse weather conditions.



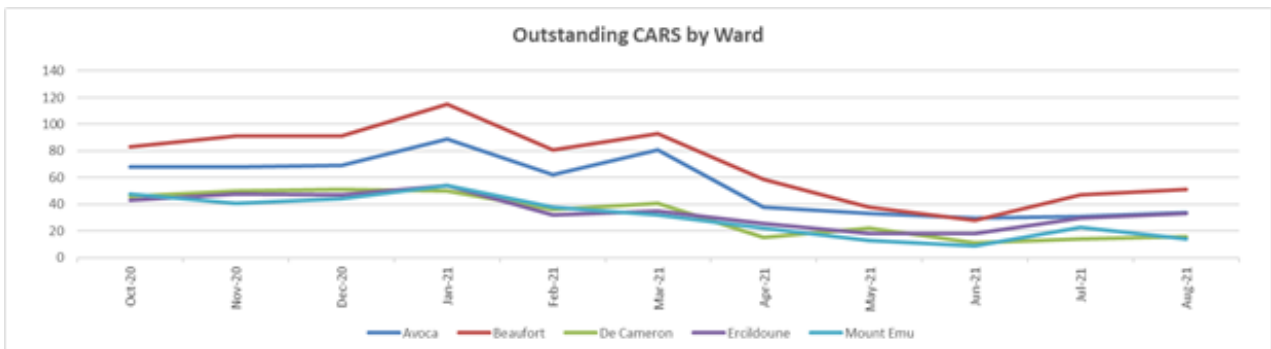
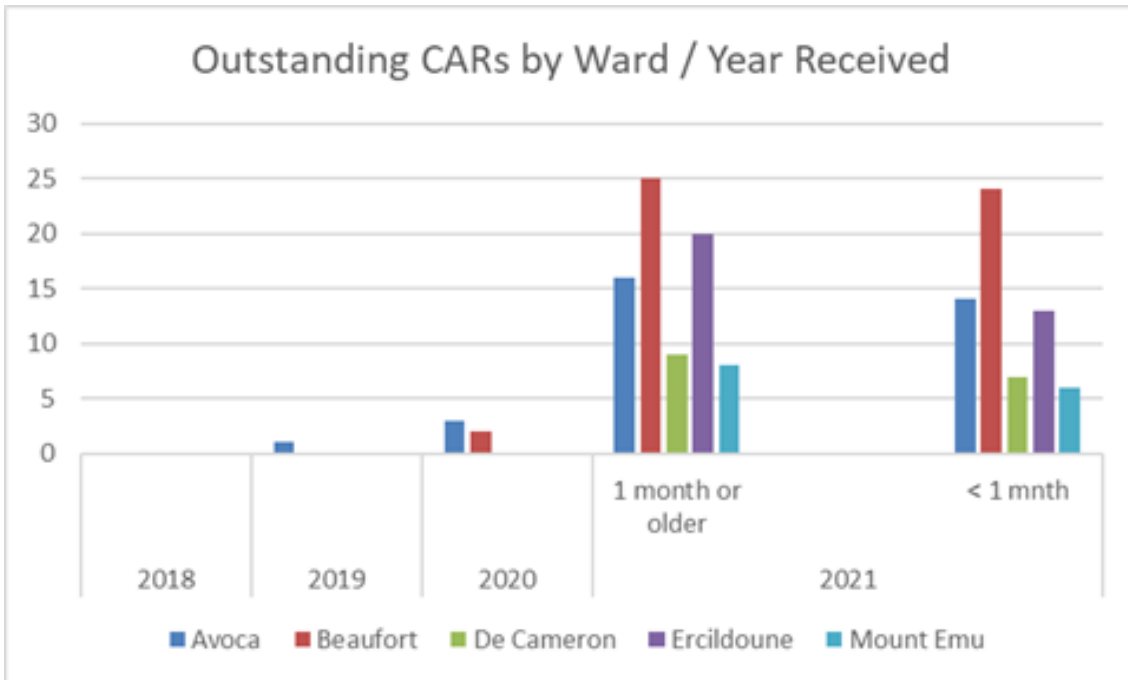
- The concentration of non-telephone message requests received remain in the categories of roads, drainage, roadside vegetation and building maintenance.

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. 5 requests remain outstanding from 2020.

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



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



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

31 August 2021 - Open Requests - Type			
	July	August	Change
Roads & Rd Maint.	62	58	-4
Streetlights	1	2	1
Drainage	19	23	4
Footpaths	5	6	1
Park & Reserves	4	3	-1
Roadside Veg	17	21	4
Environmental Health	0	1	1
Planning	0	3	3
Bld maint	17	15	-2
Local Laws	0	3	3
Cats	3	0	-3
Dogs	11	3	-8
Livestock Act	1	0	-1
Parking	0	0	0
Fire Hazard	0	0	0
Bld Compliance	0	0	0
Waste Management	2	3	1
Natural Disasters	0	0	0
Pools	3	3	0
Council cleaning	3	3	0
EPA - Litter	0	0	0
Design & Assets	2	2	0
GIS	0	0	0
Community Wellbeing	0	0	0
Telephone messages	94	124	30
<b>Total</b>	<b>244</b>	<b>273</b>	<b>29</b>

### 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.



### 10.3.2. ANNUAL REPORT - COMMUNITY ASSET COMMITTEES

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 16/16/04, 16/16/10, 16/16/20, 16/16/28, 16/16/26, 16/16/24

#### **PURPOSE**

The purpose of this report is to provide an Annual Report of the activities of Community Asset Communities during the 2020/21 financial year to Council.

#### **BACKGROUND**

Section 65 of the *Local Government Act 2020* (the Act) allows councils to establish Community Asset Committees for the purpose of managing a community asset in the municipal district.

In accordance with the Act, Council appointed five Community Asset Committees, formerly known as Section 86 Committees -

- Beaufort Community Bank Complex Community Asset Committee
- Brewster Hall Community Asset Committee
- Landsborough Community Precinct Community Asset Committee
- Snake Valley Community Hall Community Asset Committee
- Waubra Community Hub Community Asset Committee

Section 47 of the Act provides for the Chief Executive Officer to delegate powers, duties and functions to Community Asset Committees and requires an Annual Report to be submitted to Council each year on the activities and performance of its Community Asset Committees.

#### **ISSUE / DISCUSSION**

This report provides the first Annual Report on the activities and performance of Council's Community Asset Committees pursuant to section 47(6) of the Act. A summary of committee activities is provided below and a document providing reports provided by the committees is attached for Council information.

In summary, COVID-19 has had significant impacts on events and activities at the community facilities, with a subsequent effect on the financial sustainability of the committees managing those facilities.

#### **Beaufort Community Bank Complex Community Asset Committee**

The Committee reported that many activities had been put on hold and impacted by COVID-19 with only one meeting being held in 2020 and the 2021 AGM being postponed due to restrictions.

Little use was made of the facility with little sporting activity, little use from other entities, other than the Beaufort Secondary College exams and the Beaufort Community Bank using the facility for office space.

One successful project was achieved during the year with the installation of outdoor seating in the front of the complex, considered to be a major asset.

#### **Brewster Hall Community Asset Committee**

The Committee and Hall activities were impacted by COVID-19 with just one meeting being held in March 2021. Activities cancelled included the Brewster Car Show in 2020.

A lack of income during the financial year has seriously eroded the financial sustainability of the committee and support was sought from Council for electricity costs in early 2021. A grant was successfully sought from the Council Community Grants Program to install solar panels to increase sustainability with costs in the future.

Some maintenance matters need attention at the hall, including a hole in a wall that may expose asbestos, a gap on the ramp leading to the portico doors and internal / external painting required.

The committee's Annual General Meeting is scheduled for 13 September 2021, subject to COVID restrictions.

### **Landsborough Community Precinct Community Asset Committee**

Activities of the committee were heavily impacted by COVID-19, however volunteers maintained services were possible and always in compliance with restrictions.

COVID-19 significantly impacted the availability and use of the community resource centre and caravan park bookings during the year. Operations resumed in the resource centre for 15 hours per week to enable residents to have access to computers and photocopying, and the local community book swap library.

Council provided major works at the precinct including swimming pool fencing and caravan park entrance sealing. It was reported that the pool heating system needs to be replaced.

It was reported that residents are awaiting the outcome of Council's deliberations around supporting the reinstatement of a local store in Landsborough, and that an updating of the Community Precinct Master Plan would be beneficial.

### **Snake Valley Hall Community Asset Committee**

Committee meetings continued during the year, where permitted under COVID-19 restrictions. COVID-19 has impacted many sporting and community events with a significant effect on the community and its mental health.

Two community stalls were held in 2021 to bolster committee finances in the absence of hall hires due to COVID-19 restrictions. Saleable assets were donated by community and committee members.

Works undertaken during the year included installation of an outdoor seat in the playground area, through a Council grant, which utilises an existing sheltered area; ongoing commercial cleaning and the painting of seating at the front of the hall.

The opening of the skate park was considered very timely, giving local youth a place to exercise and enjoy time outdoors.

In summary, it was reported that despite the impact of COVID-19, the Snake Valley community remains intact and local assets such as the community hall continue to play a vital part in preserving heritage and providing a usable amenity.

### **Waubra Community Hub Community Asset Committee**

Impacted by COVID-19, the committee managed to hold meetings three times during the year. Holding virtual meetings is difficult due to inconsistent internet accessibility across the region.

Due to COVID-19 restrictions, the hiring of the Hub was limited and a series of community dinners is planned for when restrictions ease.

The installation of a tennis court fence was completed and funding was received to install a hot water service for the pre-school. The Waubra pre-school continues to have good enrolments and the Waubra Football / Netball Club are keen to continue their efforts to retain the Premiership title.

Many events and activities have been impacted by COVID-19, in turn seriously impacting on the Hub's financial situation. Efforts are being made to limit utility expenses and the committee look forward to a COVID-safe time when more activities are possible.

### **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**

1. Brewster Hall Annual Activities Report 2020-21 [**10.3.2.1** - 7 pages]
2. BCBC CAC Annual Report 2020-21 [**10.3.2.2** - 5 pages]
3. Landsborough Asset Report 2021 000523 [**10.3.2.3** - 2 pages]
4. Asset Committee Annual Report Snake Valley July 2021 [**10.3.2.4** - 5 pages]
5. Waubra Community Hub Annual Report 2020-21 [**10.3.2.5** - 12 pages]

### **FINANCIAL / RISK IMPLICATIONS**

The greatest risks from this report are the financial sustainability of our community asset committees and the impacts upon our communities' mental health resulting from a lack of sporting and social activities as a result of ongoing COVID-19 restrictions.

### **CONCLUSION**

The *Local Government Act 2020* requires an annual report to be provided to Council on the activities and performance of its Community Asset Committees. This report provides the first such Annual Report under this Act, for the financial year 2020/21.

### **OFFICER RECOMMENDATION**

That Council notes this report and its attachments.

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

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 48/08/06

#### **PURPOSE**

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

#### **BACKGROUND**

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

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

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

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

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

#### **ISSUE / DISCUSSION**

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

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

A VBI less than 100% means that the plan is in an unsatisfactory financial position and the VBI shortfall limit at which point a call for funds may be made upon employers, is set at 97%. Each

year, as part of budget deliberations, Council sets aside an amount of \$800,000 in case of such a call. The last time the VBI went below the 97% threshold was in 2012/13.

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

Since the 31 March 2021 update, equity markets continued to improve and finished the financial year in a stronger position relative to the prior financial year end. The 30 June 2021 VBI results were finalised by the Fund Actuary as detailed in the table below.

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

Year	Q1 Sept (est)	Q2 Dec (est)	Q3 (Mar (est)	Q4 June (actual)
<b>2016/17</b>	103.7%	105.4%	106.6%	103.1%
<b>2017/18</b>	103.8%	106.4%	106.2%	106.0%
<b>2018/19</b>	106.9%	101.9%	105.4%	107.1%
<b>2019/20</b>	107.3%	107.7%	102.1%	104.6%
<b>2020/21</b>	104.5%	109.6%	111.5%	109.7%

## COUNCIL PLAN / LEGISLATIVE COMPLIANCE

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

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

## ATTACHMENTS

Nil

## FINANCIAL / RISK IMPLICATIONS

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

## CONCLUSION

Information relating to the VBI results has been reported to Council in this report. The actual VBI of 30 June 2021 is 109.7% which satisfies APRA's Superannuation Prudential Standard 160. At this stage, no action is required.

## OFFICER RECOMMENDATION

That Council notes this report.

### 10.3.4. IMPLEMENTING LEGISLATIVE CHANGE PROGRESS UPDATE

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 16/20/35 and 16/24/18

#### PURPOSE

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

#### BACKGROUND

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

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

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

During 2021, Council must complete the following actions:

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

#### ISSUE / DISCUSSION

##### **Local Government Act 2020 – Integrated Strategic Planning & Reporting Framework**

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

Item	Due	Status
<b>Budget adoption</b>	30 Jun 2021	Complete
<b>Revenue &amp; Rating Plan adoption</b>	30 Jun 2021	Complete
<b>Community Vision – 2021 to 2031</b>	31 Oct 2021	Finalisation underway in preparation for adoption
<b>Council Plan – 2021 to 2025</b>	31 Oct 2021	Finalisation underway in preparation for adoption
<b>Long Term Financial Plan – 2021 to 2031</b>	31 Oct 2021	In progress
<b>Annual Report 2020/21</b>	30 Sep 2021 (extended to 30 November 2021)	Finalisation underway in preparation for adoption
<b>Municipal Public Health &amp; Wellbeing Plan 2021-2031</b>	31 Oct 2021	Regional collaboration Finalisation underway in preparation for adoption

<b>Workforce Plan – 2021-2025</b>	31 Dec 2021	Review in progress - on track for completion on time
<b>Asset Management Plan – 2022-2032</b>	30 Jun 2022	Planning underway
<b>Revisit Community Engagement Policy</b>	30 Nov 2021	In progress

### **Gender Equality Act 2020**

The Manager People & Culture is leading the implementation of this legislation, supported by a working group.

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

<b>Implementation item</b>	<b>Target date</b>	<b>Status</b>
<b>Training and planning</b> <ul style="list-style-type: none"> <li>• Training completed for conducting a workplace gender audit.</li> <li>• Training scheduled for conducting a gender impact assessment on projects, programs, and policy.</li> </ul>	30 May 2021	Complete
<b>Develop and implement a process for conducting a gender impact assessment on projects, programs, and policy.</b>	31 Dec 2021	In progress
<b>Conduct gender-focused workplace survey.</b>	30 Jun 2021	Complete
<b>Capture data for 2021 workplace gender audit.</b>	30 Jun 2021	Complete
<b>Conduct workplace gender audit based on data available as of 30 June 2021 and submit to the Public Sector Gender Equality Commissioner.</b>	31 Oct 2021	In progress
<b>Develop and submit Gender Equality Action Plan.</b>	31 Oct 2021	In progress

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

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

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

### **ATTACHMENTS**

Nil

### **FINANCIAL / RISK IMPLICATIONS**

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

### **CONCLUSION**

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



**OFFICER RECOMMENDATION**

That Council notes this report.

### **10.3.5. QUARTERLY PROJECTS UPDATE**

**Jerry van Delft – Project Management Facilitator**

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

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

#### **PURPOSE**

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

#### **BACKGROUND**

There are currently 27 active projects worth \$10.5m across the municipality ranging from road and bridge upgrades, including the \$1m Bridge 139 on the Raglan Elmhurst Road and the \$3.8m Lexton Community Hub project. Projects are now reported to the community and Council on the Project Management Dashboard which reports on progress towards meeting key milestones for 27 active projects. A detailed list of current projects is attached.

The dashboard can be found at <https://dashboard.pyrenees.vic.gov.au/public-dashboard>.

#### **ISSUE / DISCUSSION**

Capital expenditure for 2020/21 financial year totalled \$12.722m against an original budget of \$7,041m. This is a substantial increase on the 2019/20 actual expenditure of \$9.454m.

The additional projects include the Lexton Community Hub, Snake Valley Skate Park and the Activate Avoca projects such as the Inclusive Playspace and the refurbishment of the old Shire Council Offices.

The significant project for Council, the Lexton Community Hub is scheduled to be completed in 2021.

For several projects, the dashboard shows reporting against the original budget rather than the revised budget. While the system of reporting through the dashboard is currently live, there is a range of integration that is continuing to be developed.

As can be seen on the Dashboard, while most current projects are progressing well some delays incurred are related to weather impacts and covid\_19 related.

#### **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. Quarterly Project Update 09.09.2021 [**10.3.5.1** - 3 pages]

**FINANCIAL / RISK IMPLICATIONS**

There are currently no financial or risk implications.

**CONCLUSION**

Council Officers successfully managed a higher-than-normal project load in the 2020/21 financial year. 2021/22 projects are progressing well.

**OFFICER RECOMMENDATION**

That Council notes this report.
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## 11. COUNCILLOR ACTIVITY REPORTS

### 11.1. COUNCILLOR ACTIVITY REPORTS - AUGUST 2021

<b>Cr Damian Ferrari – Beaufort Ward</b>		
Wed 04	Western Bulldogs Leadership Program Workshops	Beaufort
Fri 06	Meeting with the Deputy Commission Fire Safety	Virtual
Tue 10	Councillor Briefing Session	Virtual
Tue 17	Councillor Briefing Session and Council Meeting	Beaufort

<b>Cr David Clark – Ercildoune Ward</b>		
Mon 02	MAV communications meeting	Virtual
Tue 03	ALGA Federal Election Strategy meeting	Virtual
Wed 04	MAV Regional Meeting, Rural South Central	Virtual
	Lexton Recreation Reserve Tri annual meeting	Virtual
Thu 05	MAV State Council Planning	Virtual
	MAV Workcare discussion	Virtual
Fri 06	MAV Board meeting	Virtual
Mon 09	Visitor Economy impacts of COVID – Melbourne CC	Virtual
	HLEN Committee of Management	Virtual
	Upper Loddon Landcare Network	Virtual
Tue 10	Councillor Briefing Session	Virtual
Wed 11	MAV Social Housing briefing	Virtual
Thu 12	MAV meeting with Local Government Minister	Virtual
Fri 13	MAV Workcare briefing for member Councils	Virtual
	ALGA COVID update	Virtual
Mon 16	MAV Audit Committee	Virtual
Tue 17	MAV Vision Super Appointment	Virtual
	Council briefing and meeting	Beaufort
Wed 18	MAV renewal of Audit Committee	Virtual
	Meet with Emma Germano VFF President	Virtual
Thu 19	CVGA Board meeting	Virtual
Fri 20	MAV Insurance Board meeting	Virtual
Mon 23	Finance Meeting Highlands LLEN	Virtual
Thu 26	MAV Regional Meeting – Metropolitan East	Virtual
	MAV Workcare Board meeting	Virtual
Fri 27	MAV Regional meeting – Rural North Central	Virtual
Mon 30	MAV - South East Greenhouse Alliance discussion	Virtual
Tue 31	MAV Worksafe response meeting	Virtual
	Meet East Gippsland Shire Councillors	Virtual

<b>Cr Robert Vance – De Cameron Ward</b>		
Tue 10	Councillor Briefing Session	Virtual
Fri 13	Rural Council's Victoria Meeting	Virtual
Mon 16	Proposed Landsborough Store Meeting	Landsborough
Tue 17	Councillor Briefing Session and Council Meeting	Beaufort
Thu 19	Timber Towns Meeting	Virtual
Fri 27	Rural Council's Victoria Meeting	Virtual

<b>Cr Ron Eason – Avoca Ward</b>		
Mon 16	Proposed Landsborough Store Meeting	Landsborough
Mon 16	Natte Yallock Recreation Reserve Committee of Management AGM	Natte Yallock
Tue 17	Councillor Briefing Session and Council Meeting	Beaufort

<b>Cr Tanya Kehoe – Mount Emu Ward</b>		
Wed 04	Opening of Country Women's Association Meeting	Beaufort
Tue 10	Councillor Briefing Session	Virtual
Thu 12	Municipal Emergency Management Planning Committee Meeting	Virtual
Tue 17	Councillor Briefing Session and Council Meeting	Beaufort

## 12. ASSEMBLY OF COUNCILLORS

### 12.1. ASSEMBLY OF COUNCILLORS ITEMS

<b>MEETING INFORMATION</b>			
Meeting Name	COUNCILLOR BRIEFING SESSION		
Meeting Date	10 August 2021 commenced at 2.00pm and closed at 6.17pm		
Meeting Location	Virtual		
Items Discussed	<ol style="list-style-type: none"> <li>1. Rail Freight Alliance Policy Statement</li> <li>2. Council Plan</li> <li>3. Planning Discussion – Application for a shed in a Floodway Overlay</li> <li>4. Planning Matters</li> <li>5. Western Victoria Transmission Network Project</li> <li>6. Waste Program Rollout</li> <li>7. Agenda Review</li> </ol>		
<b>ATTENDEES</b>			
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 CEO & Councillors) Ember Parkin (Community Engagement Officer) – Item 2 Katie Gleisner (Manager Planning and Development) – Items 4 and 5 Claire Pepin (Planning Officer) – Items 4 and 5		
Visitors	Reid Mather (Rail Freight Alliance) – Item 1		
<b>CONFLICT OF INTEREST DISCLOSURES</b>			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

<b>MEETING INFORMATION</b>			
Meeting Name	COUNCILLOR BRIEFING SESSION		
Meeting Date	17 August 2021 commenced at 1.00pm and closed at 5.45pm		
Meeting Location	Beeripmo Centre, 1-3 Lawrence St, Beaufort		
Items Discussed	<ol style="list-style-type: none"> <li>1. Council Plan</li> <li>2. Industrial Biogas Proposal</li> <li>3. Planning Matter – Application for a shed in a Floodway Overlay</li> <li>4. Planning Matter Discussion</li> <li>5. Western Victoria Transmission Network Project</li> <li>6. Council’s Advocacy Program</li> <li>7. Kick Start Events</li> <li>8. Agenda Review</li> </ol>		
<b>ATTENDEES</b>			
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) - Virtual Douglas Gowans (Director Assets and Development Services) Kathy Bramwell (Director Corporate and Community Services) Ember Parkin (Community Engagement Officer) – Item 1 Ray Davies (Manager Economic Development and Tourism) – Items 2 and 7 Katie Gleisner (Manager Planning and Development) – Items 3, 4 and 5 Claire Pepin (Planning Officer) – Items 3, 4 and 5		
Visitors	Nil		
<b>CONFLICT OF INTEREST DISCLOSURES</b>			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

**Cr Ron Eason / Cr David Clark**

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



## 13. ITEMS FOR DECISION

### 13.1. ASSET AND DEVELOPMENT SERVICES

#### 13.1.1. PA2856/19A-1 - PLANNING PERMIT APPLICATION FOR THE USE AND DEVELOPMENT OF A DWELLING AND SHED (AMENDMENT)

**Katie Gleisner – Manager Planning and Development**

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

**File No:** 710017300

#### **PURPOSE**

The purpose of this report is to provide Council with information on the state and local planning policy that is relevant to making a determination on an application for an amendment to Planning Permit PA2856/19A-1 for the Use and development of a single dwelling at Crown Allotment 15, Section 14A, Parish of Carngham (Vol: 0550, Fol: 906) at Smythesdale – Snake Valley Road, Hillcrest VIC 3351.

#### **BACKGROUND**

##### SITE AND SURROUNDING CONTEXT

<b>Location</b>	Crown Allotment 15, Section 14A, Parish of Carngham (Vol: 0550, Fol: 906) at Smythesdale-Snake Valley Road, Hillcrest VIC 3351
<b>Area</b>	26.4 ha (hectares)
<b>Current use</b>	Vacant
<b>Existing Structures</b>	Nil
<b>Access</b>	The site has road frontage along the southern (Smythesdale – Snake Valley Road) and western (Burrumbeet-Hillcrest Road) title boundary. The road is sealed and a Council managed road.
<b>Other</b>	The site is heavily vegetated

A Planning Permit, PA2856/19, was issued in September 2019 for the Use and Development of a single dwelling at Smythesdale – Snake Valley Road, Hillcrest VIC 3351. The permit applied to the property, which included four (4) lots in the same ownership. The permit was granted subject to a condition requiring consolidation of the four lots.

The property (four lots) was sold and purchased by three separate owners in October 2020.

An amendment to the planning permit was sought and granted by Council in May 2021 for Crown Allotment 15, Section 14A, Parish of Carngham (Vol: 0550, Fol: 906) which permitted an alteration to the house siting and design.

Due to the change in land ownership and recognising that consolidation may be challenging, officers included an additional condition that provided an option to enter into a Section 173 Agreement as an alternative to consolidation.

The applicant seeks to have the consolidation and 173 condition removed (condition six of PA2856/19A).

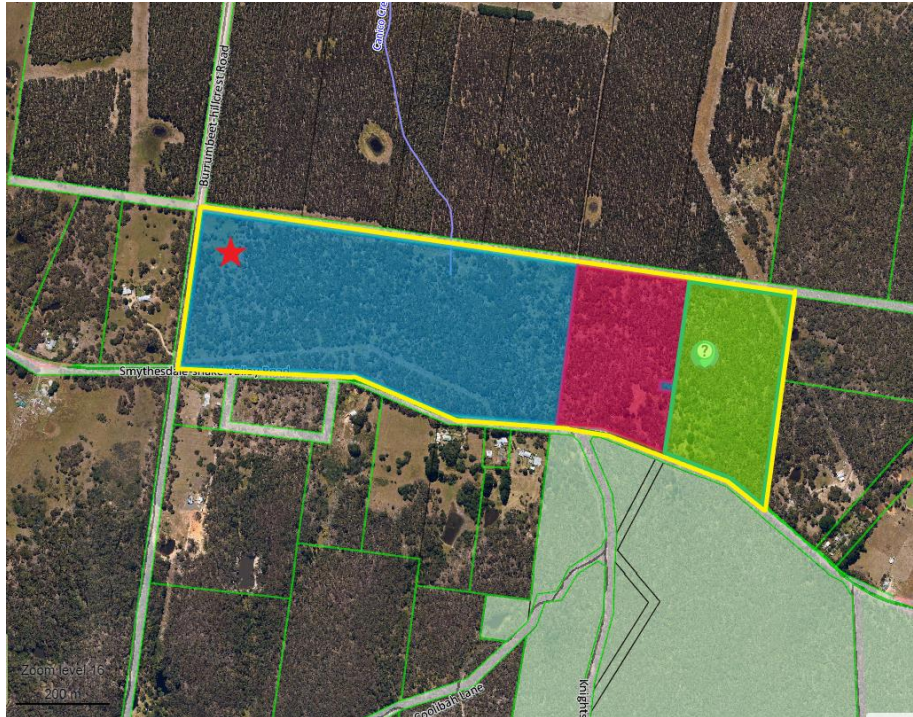


Figure 1: Plan identifying subject site (blue) and the house site as a red star. Pink and green lots now in separate ownership since October 2020 and excluded from the sought amendment. Yellow line depicts previous land ownership at time of issuing PA2856/19.

The site is contained within a Restructure Parcel (the area bordered red in Figure 2) which contains the following lots:

- Crown Allotment 15 Section 14A Parish of Carngham (Vol: 05500, Fol: 906)
- Crown Allotment 17E Section 14A Parish of Carngham (Vol: 05758, Fol: 498)
- Crown Allotment 17A Section 14A Parish of Carngham (Vol: 05136, Fol: 009); and
- Crown Allotment 17D Section 14A Parish of Carngham (Vol: 04010, Fol: 860).

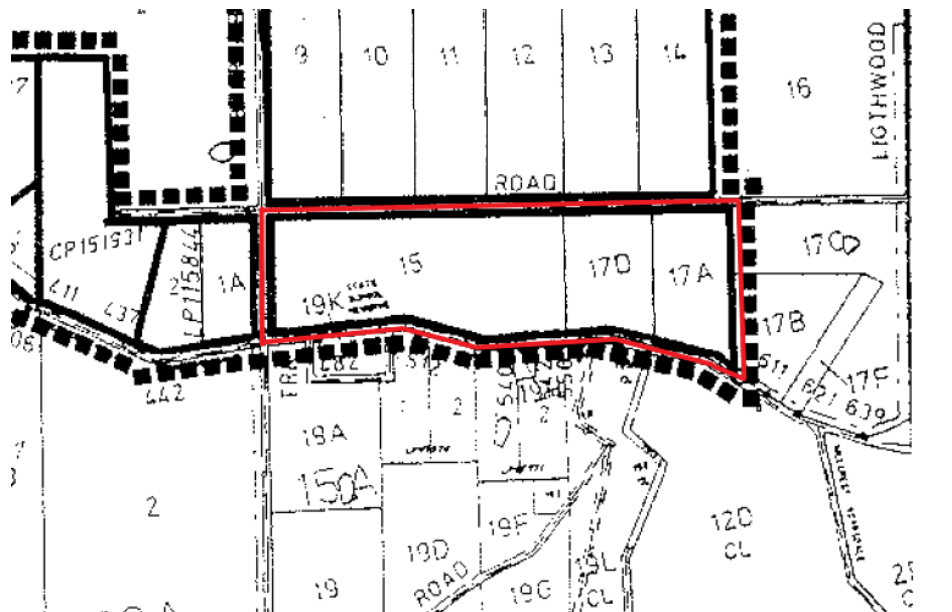


Figure 2: excerpt from the Restructure Overlay Plan Number 18 – Snake Valley and Carngham Environs from the Pyrenees Planning Scheme

## 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 Restructure Overlay provides specific planning measures to identify old and inappropriate subdivisions which are to be restructured (consolidation of lots into larger land holdings).

The *Restructure Overlay Plan Number 18* requires that any restructure parcel that contains a greater number of lots in the parcel than the number of dwellings that may be constructed, must be subject to the following:

- *lots which have no dwelling entitlement must be consolidated with another lot or lots for which a dwelling entitlement exists; or*
- *an agreement is entered into under Section 173 of the Act which stipulates that such land may not have a dwelling.*

Based on the size of the restructure parcel, only one dwelling can be constructed. This means that the number of lots exceeds the number of dwellings, and that the above policy requirement applies.

This requirement is supported through the broader Planning Policy Framework which seeks to discourage development of isolated small lots in the rural zones (Clause 14.01-1S), limit small lot excisions (Clause 14.01-1L) and encourage the effective restructuring of inappropriate subdivisions (Clause 14.01-1I).

The removal of condition 6 from PA2856/19A is contrary to the provisions of the Pyrenees Planning Scheme and Planning Policy Framework.

## 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. Attachment 3 Planning Considerations P A 2856-19 A-1 [**13.1.1.1** - 8 pages]
2. CONFIDENTIAL REDACTED - Planning Permit P A 2856-19 A [**13.1.1.2** - 5 pages]
3. CONFIDENTIAL REDACTED - Application P A 2856-19 A (1) [**13.1.1.3** - 109 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 applicant holds a valid planning permit which enables the construction of a dwelling at this location.

The proposed Planning Permit condition amendment does not comply with the objectives of the Pyrenees Planning Scheme, specifically the Restructure Overlay and applicable State and Local Planning Policies, and therefore should not be supported.

**Cr David Clark / Cr Ron Eason**

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 the Amendment to the Planning Permit PA2856/19A under the provisions of the Pyrenees Planning Scheme for the Use and development of a single dwelling at Crown Allotment 15, Section 14A, Parish of Carngham (Vol: 0550, Fol: 906) at Smythesdale – Snake Valley Road, Hillcrest VIC 3351, as the proposed amendment does not accord with the objectives of Clause 45.05 of the Pyrenees Planning Scheme.
3. Facilitate the creation of the Section 173 Agreement and bear the normal costs of preparing, executing and registering the agreement to the Registrar of Titles in accordance with Section 181 of the Planning and Environment Act 1987.

**CARRIED**

### 13.1.2. PA21078 - PLANNING PERMIT APPLICATION FOR THE TELECOMMUNICATIONS FACILITY

Katie Gleisner – Manager Planning and Development

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

**File No:** .

*Cr Tanya Kehoe, having declared of conflict of interest (indirect through close association) in the Item, left the meeting at 06:23pm.*

#### 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 a Planning Permit application PA21078 for the use of land for a utility installation (telecommunications facility) and development of a telecommunications antenna and associated works at Lot 19 on Plan of Subdivision 542501D (Vol 11306 Fol: 909) at 6 Blackney Drive, Avoca VIC 3467.

#### BACKGROUND

Council has received a planning permit application, seeking permission to use the land for utility installation (telecommunications facility) and install a telecommunications antenna and undertake associated works.

The application proposes to install a new satellite earth station which allows reliable and consistent access to internet services for commercial businesses. The communication facilities include a Telemetry, Tracking & Command satellite antenna that measures 9.1 meters in diameter, switchboard, control board, a generator and equipment cabinets that are contained within a 900 square meter compound.

The proposed use and development is subject to a planning permit under *Clause 52.19 Telecommunications Facility* and *Clause 33.01 Industrial Zone*.

#### SITE AND SURROUNDING CONTEXT

<b>Location</b>	Lot 19 on Plan of Subdivision 542501D (Vol 11306 Fol 909) at 6 Blackney Drive, Avoca VIC 3467
<b>Area</b>	1958 m <sup>2</sup> (square meters)
<b>Current use</b>	Vacant
<b>Existing Structures</b>	The site is vacant
<b>Access</b>	The site has road frontage along the northern and western title boundary to Blackney Lane. Blackney Lane is sealed and managed by Council managed.





### NOTICE & SUBMISSIONS

Under Section 52 of the *Planning and Environment Act 1987* (The Act), notice was sent to twenty (20) neighboring landowners under Clause 52.19 Telecommunications Facility. 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:

- Affect aesthetic appeal to surrounding lots
- Emitting radiation
- Affect land values and ability to run a business
- Potential environmental and emission risks and hazards in the report
- Sensitivity to mobile phone radiation

### **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 Planning Scheme and Planning Policy Framework seeks to facilitate the orderly development, extension and maintenance of telecommunication infrastructure to provide facilities that are widely accessible and meet the needs of business services. Such facilities should be provided with minimal impact on the amenity of the area and be consistent with orderly and proper planning.

The Industrial Zone (Clause 33.01) seeks to support business investment and provide for industries including manufacturing, offices, storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.

The proposed use of a telecommunications facility aligns with the intent of the zone.

Telecommunication Facilities are required to comply with the *Code of Practice for Telecommunications Facilities in Victoria* in accordance with the Commonwealth *Telecommunications Act 1997 and Telecommunications Code of Practice 1997*. The Code sets out the circumstances and requirements where land may be developed for a telecommunications facility including the principles for the design, siting, construction and operation. The Code ensures the provision of telecommunications facilities with minimal impact on the amenity of the area.

The proposed use and development of the telecommunications facility complies with the *Code of Practice for Telecommunications Facilities in Victoria* and Clause 52.19 Telecommunication Facilities by:

1. Being sited to minimise visual impact
2. Providing appropriate screening and housing to reduce visibility
3. Being set within the established Industrial Zone;
4. Complying with *Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300 GHz*, Arpansa, May 2002.
5. Minimising the disturbance and risk related to the siting and construction by being proposed on a site that is not subject to flooding, erosion, or environmental or heritage significance.
6. The application does not seek to destroy, lop or remove any native vegetation.

The objections made against the application have been considered as follows:

**Aesthetic appeal** - The Industrial Zone of the Pyrenees Planning Scheme intends to provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.

Officers acknowledge that the antenna may be viewable from neighbouring properties, however are satisfied that through the provision of visual screening, that amenity impacts can be minimised.



**Emitting radiation, sensitivity to mobile phone radiation and potential environmental and emission risks and hazards** - A telecommunication facility must be designed and installed so that the maximum human exposure levels to radio frequency emissions comply with *Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300 GHz prepared by the Australia Radiation Protection and Nuclear Safety Agency (ARPANSA), May 2002*. This standard specifies the limits of human exposure to radiofrequency fields to prevent adverse effects and specifies the basic restrictions for occupational exposure, general public exposure and equipment and usage parameters.

The applicant has engaged an independent radiofrequency and radiation hazard consultant to undertake an assessment of the proposed facility to determine the expected EME levels that will be generated. This assessment has concluded that the proposed facility will operate in compliance with the Australian Standard and that the EME level would be well within the health and safety standards established by the Australian Government.

**Land values** - In accordance with Section 57 (Objections to applications for permits) of the *Planning and Environment Act 1987*, the Responsible Authority (Pyrenees Shire Council) may reject an “objection which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector”. In this case, Council cannot consider “land values” in the assessment of this application.

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

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

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

#### **ATTACHMENTS**

1. Application [13.1.2.1 - 33 pages]
2. CONFIDENTIAL REDACTED - P A 21078 - Copy of Submissions [13.1.2.2 - 4 pages]
3. Planning Considerations P A 21078 doc [13.1.2.3 - 4 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 proposed use of land for utility installation (telecommunications facility) and the development of a telecommunications antenna and associated works accords with the objectives of the Pyrenees Planning Scheme, specifically the Industrial Zone 1, Clause 52.19 Telecommunications Facility and applicable State and Local Planning Policies.

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

**Cr Robert Vance / Cr Ron Eason**

That Council:

Having considered all matters required under Section 60 of the Planning and Environment Act 1987 and the provisions of the Pyrenees Planning Scheme determines to issue a Notice of Decision to Grant a Planning Permit under the provisions of the Pyrenees Planning Scheme for the Use of land for a utility installation (telecommunications facility) and development of a telecommunications antenna and associated works at Lot 19 on Plan of Subdivision 542501D (Vol 11306 Fol 909) at 6 Blackney Drive, Avoca VIC 3467 subject to the following conditions:

**Plans**

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

**Plans required**

2. Before the use or development works commence, plans to satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. Upon approval, the plans will be endorsed and will then form part of the Permit. The plans must be professionally drawn and to scale with dimensions. The plans must be generally in accordance with the plans submitted with the Application and include:
  - a. Landscape Plan in accordance with Condition 13.
  - b.

**Amenity**

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

**Noise**

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

**Code of Practice for Telecommunications Facilities in Victoria**

5. The use must be carried out at all times in compliance with the relevant codes and practices for Telecommunications Facilities and Telecommunications Act 1997 to the satisfaction of the responsible authority.

**Building and works**

6. The layout of the site and size of the development hereby permitted must be generally in accordance with the plans submitted with the application and endorsed by the Responsible Authority.

**Construction Waste**

7. The applicant shall be responsible for the control of construction waste during construction and its removal upon completion and the reinstatement of damaged areas about the site to the satisfaction of the Responsible Authority.

**Easements**

1. All buildings and works must be located clear of any easements or water and sewer mains unless written approval is provided by the relevant authority.

**Storm water management**

2. No stormwater from the development shall drain or discharge from the land to water ways or adjoining properties, without the prior approval of the Responsible Authority.

**Vehicle Access**

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

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

**Landscape Plan required**

13. Before the use hereby approved may commence, a Landscape Plan for the subject land must be submitted to and approved by the Responsible Authority. Upon approval, the plan will be endorsed and form part of the permit. The submitted plan must be drawn to scale with dimensions and must include;
  - a. the exclusive use of indigenous/local native species in all new plantings;
  - b. provide details of all proposed planting, including the location, number and size at maturity, the botanical names of such plants and the location of all areas to be covered by grass or other surface materials as specified
  - c. the method of preparing, draining, watering and maintaining (including weed and pest management) of all landscape plantings; and
  - d. show a permanent screen of trees and shrubs using a mixture of native vegetation species (trees and understory) along the northern boundary of the site to form an effective screen between activities on the site and Blackney Drive in accordance with Condition 16.
14. Before the use hereby approved may commence, all landscape works forming part of the endorsed Landscape Plans must be completed and maintained to the satisfaction of the Responsible Authority.
15. The permit holder must, for a period of no less than 5 years, ensure that all landscaping works are maintained, including that any dead, diseased or damaged plants are to be replaced to the satisfaction of the Responsible Authority. The visual screen as per Condition 16 is to be maintained throughout the duration of the approved use.

**Visual Screen**

16. Before the use or development works commence, a permanent screen of trees and shrubs must be planted in accordance with the endorsed Landscape Plan to provide a visual screen along all boundaries, and must be completed and maintained for the duration of the approved use to the satisfaction of the Responsible Authority.
17. Before the use commences, a permanent material screen must be applied to the compound fencing to provide a visual screen and must be completed and maintained for the duration of the approved use to the satisfaction of the Responsible Authority.

**Time for starting and completion**

18. This permit will expire if one of the following circumstances applies:
  - a. The development and use is/are not started within two years of the date of this permit;
  - b. The development is not completed within four years of the date of this permit.

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

**CARRIED**

***Cr Tanya Kehoe returned to the meeting at 06:35 pm.***

## 13.2. CORPORATE AND COMMUNITY SERVICES

### 13.2.1. PROCUREMENT POLICY

**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 the Council to consider and adopt the revised Procurement Policy 2021 and support S5 Instrument of Delegation to the Chief Executive Officer.

#### **BACKGROUND**

In accordance with section 108 of the *Local Government Act 2020* (the Act), Council is required to prepare and adopt a Procurement Policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by the Council, including for the carrying out of works. A Procurement Policy must seek to promote open and fair competition and provide value for money.

Council must adopt the first Procurement Policy under this section of the Act by 31 December 2021 and must review the Policy at least once during each 4-year term of the Council.

#### **ISSUE / DISCUSSION**

The existing Procurement Policy has been reviewed and revised in accordance with new requirements contained within the Act. The review was undertaken in consultation and collaboration with other councils to maximise a consistency of approach across the sector.

Many of the former requirements of a procurement policy remain similar under the 2020 Act, including the overarching principles governing procurement, however one key change is the removal of a prescribed financial threshold over which Council must enter a formal tender process.

In the 1989 Act, these thresholds were provided as \$150,000 for goods and services, and \$200,000 for works contracts. Section 108(3)(a) of the 2020 Act requires that a procurement policy must include “the contract value above which the Council must invite a tender or seek an expression of interest,” allowing for councils now to set their own reasonable limits above which formal tenders must be sought. Until a new procurement policy is adopted by the Council, the former thresholds remain in place.

Discussion and benchmarking with other Victorian councils has been undertaken and new thresholds vary with many between \$250,000 and \$300,000. It should be noted that the former thresholds contained within the 1989 Act were of long standing and had not been increased for some time.

Discussion on what appropriate threshold should be considered took place with key officers involved in procurement on behalf of the Council, and with other council networks. Discussion outcomes recommended a maximum procurement threshold of \$300,000 over which a tender process must be undertaken. Of course, this does not preclude entering a tender process below that threshold if considered appropriate. The \$300,000 threshold for all procurement was determined for the following reasons -

- The sum allows for reasonable cost increases since the former thresholds were introduced, particularly for works contracts,
- The sum allows for contracts relating to plant and equipment renewal, which are usually between the \$150,000 and \$300,000 values and are very operational in decision-making processes, to be determined by the Chief Executive Officer thereby reducing the number of Council decisions needing to be made in closed meetings,
- The threshold sum remains below the contract values for most major capital works projects and contracts which are of primary interest to the Council and its community and where decision-making needs to remain open and transparent,
- Where a procurement or contract is approved by the Chief Executive Officer beneath the threshold, but where it is considered of interest to Council and its community, provision of information relating to such procurement may still be provided via report to Council afterwards, and
- The same threshold for all procurement simplifies the process.

Subject to Council consideration and approval, the S5 Instrument of Delegation from Council to the Chief Executive Officer has been amended to allow for the change in financial level up to which the Chief Executive Officer may authorise without the need for Council approval resolution. This financial level has been raised to \$300,000 to align with the recommended threshold in the Procurement Policy.

The new Procurement Policy will be supported by a framework comprising of procedures which are under development or review -

- Council approved suppliers procedure
- Procurement via tender procedure
- OHS purchasing goods procedure

Council consideration of the amended threshold and adoption of the revised Procurement Policy and Instrument of Delegation is now requested.

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

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

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

#### **ATTACHMENTS**

1. 2021 Procurement Policy DRAFT [13.2.1.1 - 25 pages]
2. PSC S5 Instrument of delegation Council to CEO Sept2021 FINAL [13.2.1.2 - 4 pages]

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

Financial implications are discussed within the body of the report.

## **CONCLUSION**

Pursuant to changed requirements in the Act, a new procurement policy has been drafted, together with a supporting S5 Instrument of Delegation from the Council to the Chief Executive Officer. These documents reflect the ability of the Council to set its own threshold limits for procurement, above which a formal tender process must be entered into. Council officers are recommending that this threshold be increased to \$300,000 for all procurement types.

### **Cr Ron Eason / Cr Tanya Kehoe**

That Council:

1. Approves an increased procurement threshold of \$300,000 over which a formal tender process must be entered, and decision made by Council resolution;
2. Adopts the Pyrenees Shire Council Procurement Policy 2021; and
3. Adopts the revised S5 Instrument of Delegation from Council to the Chief Executive Officer.

**CARRIED**



### 13.2.2. COMMUNITY GRANTS PROGRAM 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:** 32/14/35

#### **PURPOSE**

The purpose of this report is to seek Council approval of the Community Grants Program and amended Policy and Guidelines for 2021/22.

#### **BACKGROUND**

As a public entity, it is imperative that Council administers its community grants program in a way that is responsible, consistent, transparent, and equitable across the end-to-end grant lifecycle.

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

Council allocates funding in its annual budget for community grants to recognise the importance of providing financial assistance to community groups, services and organisations located or operating within the Pyrenees Shire, and the support that these groups give to our residents.

#### **ISSUE / DISCUSSION**

Council has allocated \$84,000 in the 2021/22 Budget to fund the community grants program. The community grants program is generally conducted twice per financial year – Round 1 in September / October and Round 2 in March / April, with funds distributed to successful applicants prior to the end of December and July of each year.

#### **Review of Community Grants Policy and Guidelines**

The Community Grants Policy and supporting Guidelines have been reviewed for application in 2021/22 and are attached to this report for Council consideration and adoption.

Issues relating to COVID-19 impacts for community groups continue into this financial year including lockdowns preventing groups from meeting face-to-face to identify or discuss projects, a lack of sophistication throughout rural areas with the use of technology to meet virtually, the lack of internet access in many areas, and the difficulty in getting contractors to quote on projects. It is likely that these barriers will be with us for some time.

Some changes have been proposed for this financial year to recognise the additional issues that our community groups must contend with at present -

- **Increasing grant funding limits.** Limits for different grant categories have remained the same for a few years and this will help to address -
  - undersubscription experienced in previous years, and
  - requests for amounts greater than category limits received in the last financial year.
- **Removing the co-contribution requirement.** This is proposed just for the 2021/22 financial year in acknowledgement of the COVID-19 impact on community groups.

- **Allowing more than one application within the same financial year.** It is proposed that the restriction on only accepting one application from a group each financial year be removed but retain the restriction on allowing just one grant application in each round. The potential for this to disadvantage other groups will be removed by preference being given to groups who have not received previous funding that year.
- **Introduction of a Youth Grant.** This addresses Youth as a priority in the Community Vision and -
  - promotes increasing community connections between community groups and youth, and
  - Addresses the needs and voice of youth within our community.
- **Special Circumstances** – provision has been included so that, if there is an immediate need in the community for support through a Council grant, officers have the capacity to bring a specific project to a Council meeting for determination outside of normal grant rounds.

In respect of the last dot point, it has been brought to Council's attention that the Waubra Hub Asset Committee has recently had the need to buy a mower to maintain the recreation reserve surrounds, oval and at the cemetery. The old mower is unserviceable, and the purchase is not able to be delayed due to the spring grass growth requiring attention. It is understood that the community is also seeking funds from other sources as well as seeking up to \$5,000 from Council. While retrospective grants as a general rule is not recommended, where there is a genuine special need, Council can use its discretion to distribute funds from its grants budget for this purpose.

### **Round 1 2021/22**

Consideration was given to opening an early Round 1 in 2021, however it was considered that a later opening of the grants program for this financial year would be more beneficial for the following reasons likely to inhibit applications -

- Three rounds were opened in 2020/21, with the final round only being awarded in July 2021 leaving this close to an early opening of Round 1 in 2021/22, leaving us exposed to further undersubscription.
- COVID-19 continues to impact community groups and events, through lockdowns and the virulence of the Delta strain of the virus causing uncertainty in project planning.
- Other community funding streams were recently open – Beaufort Bendigo Bank finished late August and Avoca finishes in early September. Community groups have made us aware of these through social media.
- COVID-19 conditions continue to impact contractor ability or willingness to provide quotes and it may improve subscription if this were allowed to settle.

Community groups have already been informed that the next round will open in October, and they are working towards this timeframe.

If an early round was announced, it is likely to result in undersubscription which Council indicated it is keen to avoid. It is proposed, therefore, to open Round 1 of the 2021/22 community grants program from 1 October to 31 October 2021.

### **Round 2 2021/22**

It is proposed that Round 2 be scheduled for opening from Tuesday 1 March to Thursday 31 March 2022, to provide certainty to community groups for forward planning.

**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**

1. Community Grants Policy 2021 [DCUA] [**13.2.2.1** - 5 pages]
2. Guidelines 2021 22 Community Capital Grants Scheme [HJOY] [**13.2.2.2** - 5 pages]
3. Guidelines 2021 22 Community Grants Scheme [OKDM] [**13.2.2.3** - 5 pages]

**FINANCIAL / RISK IMPLICATIONS**

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

**CONCLUSION**

A review of the community grants policy and supporting guidelines has been undertaken and provided to Council for consideration and adoption. Proposals for opening both rounds for 2021/22 have been provided for Council consideration and approval, with reasoning for the proposal.

**OFFICER RECOMMENDATION**

That Council:

1. Approves the proposed new Youth Grant category of Community Grants,
2. Approves the proposed increase in maximum allocations for grant categories as follows -
  - a. Programs, projects, and equipment – up to \$2,000,
  - b. Inclusion & Diversity programs and projects – up to \$1,500,
  - c. Events – up to \$1,000,
  - d. Youth grants – up to \$1,000, and
  - e. Community Capital Grants – up to \$7,000,
3. Adopts the revised Community Grants Policy and supporting Guidelines for 2021/22,
4. Approves the opening of Community Grants 2021/22 Round 1 from 1 October to 31 October 2021, and
5. Approves the opening of Community Grants 2021/22 Round 2 from 1 March to 31 March 2022.
6. Allocates \$5,000 towards the purchase of a new mower for the Waubra Hub Asset Committee.

**Cr Ron Eason / Cr David Clark**

That Council:

1. Approves the proposed new Youth Grant category of Community Grants,
2. Approves the proposed increase in maximum allocations for grant categories as follows -
  - a. Programs, projects, and equipment – up to \$2,000,
  - b. Inclusion & Diversity programs and projects – up to \$1,500,
  - c. Events – up to \$1,000,
  - d. Youth grants – up to \$1,000, and
  - e. Community Capital Grants – up to \$7,000,
3. Adopts the revised Community Grants Policy and supporting Guidelines for 2021/22,
4. Approves the opening of Community Grants 2021/22 Round 1 from 1 October to 31 October 2021, and
5. Approves the opening of Community Grants 2021/22 Round 2 from 1 March to 31 March 2022.
6. Allocates \$5,000 towards the purchase of a new mower for the Waubra Hub Asset Committee.
7. Amends to Policy and Guidelines to allow more than one application to be submitted for any grant scheme category within a round.
8. Amends the Guidelines so that co-contributions are encouraged.
9. Includes information on the selection criteria in the Policy and Guidelines.

**CARRIED**

### 13.2.3. FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

**James Hogan – Manager Finance**

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

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

#### **PURPOSE**

To present the 2020/21 Financial Statements to Council for adoption “in principle” and authorisation of two Councillors, being the Councillor members of the Audit and Risk Committee, to sign the audited statements, before being submitted to the Auditor-General for certification.

#### **BACKGROUND**

The Local Government Act 2020 requires that Council complete the following at the end of each financial year with respect to producing an Annual Report.

#### **S. 98 Annual report**

- (1) A Council must prepare an annual report in respect of each financial year.
- (2) An annual report must contain the following —
  - a. a report of operations of the Council;
  - b. an audited performance statement;
  - c. audited financial statements;
  - d. a copy of the auditor's report on the performance statement;
  - e. a copy of the auditor's report on the financial statements under Part 3 of the Audit Act 1994;
  - f. any other matter required by the regulations.
- (5) The financial statements must —
  - a. include any other information prescribed by the regulations; and
  - b. be prepared in accordance with the regulations.

#### **S. 99 Preparation of annual report**

- (1) As soon as practicable after the end of the financial year, a Council must cause to be prepared in accordance with section 98, the performance statement and financial statements of the Council for the financial year.
- (2) The Council, after passing a resolution giving its approval in principle to the performance statement and financial statements, must submit the statements to the auditor for reporting on the audit.
- (3) The Council must ensure that the performance statement and financial statements, in their final form after any changes recommended or agreed by the auditor have been made, are certified in accordance with the regulations by —
  - a. 2 Councillors authorised by the Council for the purposes of this subsection; and
  - b. any other persons prescribed by the regulations for the purposes of this subsection.
- (4) The auditor must prepare a report on the performance statement.  
Note: The auditor is required under Part 3 of the Audit Act 1994 to prepare a report on the financial statements.
- (5) The auditor must not sign a report under subsection (4) or under Part 3 of the Audit Act 1994 unless the performance statement or the financial statements (as applicable) have been certified under subsection (3).
- (6) The auditor must provide the Minister and the Council with a copy of the report on the performance statement as soon as is reasonably practicable.

Note: The auditor is required under Part 3 of the Audit Act 1994 to report on the financial statements to the Council within 4 weeks and to give a copy of the report to the Minister.

## **ISSUE / DISCUSSION**

The 2020/21 Financial Statements have been prepared in accordance with the requirements of the Local Government Act 2020, Local Government (Planning and Reporting) Regulations 2020 and Australian Accounting Standards.

In accordance with Council's Governance protocols, the reports will be presented to Council's Audit and Risk Committee for review and recommendation to Council for adoption "in principle" and authorisation of two Councillors, being the Councillor members of the Audit and Risk Committee, to sign the audited statements.

The following is a snapshot of our 2020/21 financial position:

- \$27.3 million revenue including \$11.4 million in rates and service charges, \$9.6 million in operating grants and \$5.0 million in Capital Grants.
- Capital grants recognised in 2020/21 include:
  - o \$2.1 million in Roads to Recovery Funding; and
  - o \$1.2 million in Local Roads and Community Infrastructure Funding.

In 2020/21 Council also recognised grants for community projects including Lexton Community Hub, Avoca Inclusive Playspace, Snake Valley Skate Park and Carngham Recreation Reserve Female Friendly Change Room.

- \$12.72 million Capital Expenditure program delivered. Council claimed its full allocation under the 2020-21 Roads to Recovery Program by completion of all works by 30 June 2021.

Additional grant funding received has significantly improved the Council's Asset Renewal ratio.

- Operating surplus of \$3.23 million.
- Cash holdings of \$12.9 million at year end. Part of this relates to grants received in advance for works programmed in 2021/22.
- Council continues to be debt free.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

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

## **ATTACHMENTS**

1. CONFIDENTIAL REDACTED - 2020 - 2021 Final Audit - Version 1-2 [**13.2.3.1** - 39 pages]

## **FINANCIAL / RISK IMPLICATIONS**

The financial statements detail Council's financial performance and position for 2020/21. They demonstrate that over time Council has steadily improved its financial position but indicates that there are still numerous financial challenges that lay ahead which will require responsible fiscal stewardship.

## **CONCLUSION**

The attached Financial Statements for 2020/21 have been prepared in accordance with the requirements of the Local Government Act 2020. Council's Audit and Risk Committee has will review the statements at its September 2021 meeting. The Statements will then be submitted to the Auditor-General for certification. Council is also required to authorise two Councillors to sign the statements on behalf of Council, as required under the Local Government Act.

It is practice for the Councillor members of the Audit and Risk Committee to sign the certified statements on behalf of Council.

### **Cr David Clark / Cr Robert Vance**

That Council, in accordance with section 98 of the *Local Government Act 2020*,

1. Adopts in principle and submits the 2020/21 Financial Statements to the Auditor-General for certification.
2. Authorises Council's Audit and Risk Committee representatives, Councillor Ferrari and Councillor Eason, to certify the 2020/21 Financial Statements in their final form, after any changes recommended, or agreed to by the Auditor, have been made.

**CARRIED**



### **13.2.4. QUARTERLY FINANCE REPORT – 1 JULY 2020 TO 30 JUNE 2021**

**James Hogan – Manager Finance**

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

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

#### **PURPOSE**

The purpose of this report is to provide Council with an update of the operating and capital financial performance for the 12 months from 1 July 2020 to 30 June 2021. The report compares the current budget against year-to-date actuals for each operating program and for all capital works in the 2020/21 financial year to-date.

#### **BACKGROUND**

Council adopted the budget for the 2020/21 financial year at its meeting on 21 July 2020. The budget was adopted based on projected completion of projects and capital works at 30 June 2020 and information available at that time.

Subsequent to the original adoption, Council has further adopted carryover of projects from the previous financial year, endorsed project funding from the working capital surplus, and been notified of successful grant applications which were not included in the original budget but were afterwards incorporated into the amended budget. It is the amended budget amounts that this report has used for comparison purposes.

#### **ISSUE / DISCUSSION**

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

- Working capital report
- Income Statement
- Balance Sheet
- Cash Flow Statement
- Statement of Capital Works
- Summary Operating Results by Service Unit
- Detailed Operating Results by Service Unit
- Capital & Projects Report

The operating results show variations against the amended budget.

#### **Working capital result**

Council finished the financial year with an unadjusted working capital surplus of \$6,106k once carry forwards are factored in Council has a working capital surplus of \$1,710k as at 30 June 2021. From this surplus:

- \$800k has been reserved in case of a call from the defined benefits superannuation scheme or in the event of unexpected expenditure such as a natural disaster
- \$427k was allocated in the 2021/22 Budget

Leaving an available surplus of \$483k which Council may elect to allocate to other projects.

### **Income Statement Total**

Total income was \$341K higher than the amended budget. This variance is driven primarily by:

- Early receipt of Financial Assistance Grants
- Partially offset by a delay in recognition of Capital Grants due to incomplete work, a reduction in rate revenue primarily related to the Stockyard Hill Windfarm and a reduction in income from land sales.

Total expenditure was \$932,000 lower than amended budget. This result was largely caused by a favourable variance of \$995,000 in materials and services for projects that will be carried forward for completion in 2021/22.

Council's overall result was \$1,268,000 favourable to the amended budget.

Operating Carry forwards should be taken into consideration when reviewing this result.

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

In 2020/21 Council delivered 74% of its forecast capital program. This variance is driven by:

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

Net carry forwards of \$624K are requested for the capital program.

### **Balance Sheet**

*Assets:*

- Cash and investments at 30 June 2021 total \$12.933 million which include \$2.590 million for the Long Service Leave and Annual Leave provisions.
- Trade debtors (receivables) are \$1.028 million which includes outstanding rates from prior years, current year rates and other miscellaneous debtors.

*Liabilities:*

- The trade and other payables balance is \$5.018 million which includes \$2.591 million in unearned income from grants received but projects not completed.
- Loan Liability at 30 June is nil
- Employee provisions are \$2.590 million

### **Cash Flow**

- Cash and investments at 30 June 2021 total \$12.933 million which include \$2.590 million for the Long Service Leave and Annual Leave provisions.

## **COUNCIL PLAN / LEGISLATIVE COMPLIANCE**

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

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

**ATTACHMENTS**

1. CONFIDENTIAL REDACTED - 12 Council Report June 2021 [**13.2.4.1** - 21 pages]

**FINANCIAL / RISK IMPLICATIONS**

All financial implications have been dealt with in the report.

**CONCLUSION**

The finance report for the 2020/21 financial year to the 30 June 2021 is provided to Council as an attachment to this report.

**Cr Ron Eason / Cr Tanya Kehoe**

That Council receives this financial report for the YTD to 30 June 2021.
--

**CARRIED**

### **13.2.5. DRAFT FINANCIAL PLAN**

**James Hogan – Manager Finance**

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

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

#### **PURPOSE**

The purpose of this report is to present the draft 10-Year Financial Plan for 2021/22 to 2030/31.

The purpose of the Financial Plan is to ensure the long-term financial sustainability of the Council.

The plan must include:

- Statements describing the financial resources required to undertake activities in the Council Plan and other strategic plans of Council,
- Information about decisions and assumptions that underpin the forecasts in Council and other strategic plans,
- Statements describing and other resource requirements Council considers appropriate to include in the financial plan, and
- Any other matters prescribed by regulations.

#### **BACKGROUND**

Section 91 of the new Local Government Act 2020 requires that by 31 October 2021, Council must develop, adopt, and keep in force a 10-Year Financial Plan.

The Financial Plan provides a long-term view of the resources Council will raise and the proposed/predicted use of those resources to meet its social objectives. The Plan is informed by the Revenue & Rating Plan and defines the broad fiscal boundaries for the Council Plan, Asset Plan, other subordinate policies and strategies and budget processes.

Council will leverage off its existing 10-Year Financial Plan and it is anticipated that the Plan will be updated on a rolling basis to maintain financial sustainability.

#### **ISSUE / DISCUSSION**

The Draft Financial Plan is based on the adopted Budget 2021/2022 and is presented utilising the Local Government Victoria template.

Strategic Actions: The Draft Financial Plan is being guided by the following strategic actions, as shown at item 2.2 in the attached Draft Financial Plan. These strategic actions are: -

- a) Increase investment in renewal capital to reduce the escalating risk and maintenance of aging infrastructure.
- b) Implement an asset renewal funding strategy to maintain fit-for-purpose assets for the community.
- c) Council will continually advocate for and seek opportunities to benefit from grants, for both capital and operating expenditure.
- d) Ensure that any new borrowings are for either inter-generational assets or for commercially viable business undertakings.

- e) That council adopt the budgeted statement of financial performance (Comprehensive Income Statement); statement of financial position (Balance Sheet); statement of cash flows (Cash Flow) as an integral part of the budget setting process for current and future budgets.
- f) Council reviews, develops, and implements optimal pricing models and fees to ensure appropriate fees and charges for Council Services.
- g) Assess and recommend opportunities for the strategic acquisition of land for development.
- h) Undertake strategic procurement activities which analyse and benchmark contract costs to identify opportunities for savings.
- i) Council progressively reviewing all its key services to ensure that the community is receiving value for money.
- j) Council will consider whole of life costs before undertaking any project.
- k) Prior to introducing any new or expanded services, Council will affirm that there is an external funding source or identify the reduction or cessation of services/activities required to allow existing resources to be redirected to the new service.
- l) Council will annually review the need for rate cap variations.

The Draft Financial Plan is based on the adopted Budget 2021/2022, with adjustments made for: -

- Carried forward works from the 2020/2021 Financial Year,
- Council decisions made after budget adoption (e.g., Allocation of additional funds to complete the Lexton Hub),
- Adjustments for confirmed funding to be received for Financial Assistance Grants,
- Reduction in Insurance Costs.

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

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

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

#### **ATTACHMENTS**

1. Draft 10 Year- Financial Plan [**13.2.5.1** - 32 pages]

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

Financial sustainability is the cornerstone of the Financial Plan over the ten-year period. There is a raft of financial indicators utilised to ensure that the Council is financially sustainable.

#### **CONCLUSION**

S 91 of the Local Government Act 2020 requires Council to develop a 10-year Financial Plan. This has been drafted and is provided to Council for approval to display for public feedback and present back to Council for adoption in October 2021.

**Cr David Clark / Cr Robert Vance**

That Council:

1. Places the Draft Financial Plan on exhibition for public comment utilising the Communication Strategy Actions outlined in this report, and
2. Reconsider the Draft Financial Plan for adoption at the 19 October 2021 Council meeting.

**CARRIED**

### **13.2.6. LEASE RENEWAL - OLD RAILWAY STATION, AVOCA**

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 16/24/17

#### **PURPOSE**

The purpose of this report is to seek Council direction on the potential renegotiation of lease arrangements for the premises at Railway Lot 1, 18 and 21, York Street, Avoca, commonly known as the Avoca Arts and Gardens Precinct, Old Railway Station, Avoca.

#### **BACKGROUND**

Lease arrangements (Head Lease) for the Old Railway Station, Avoca, between Victorian Rail Track (VicTrack) and Pyrenees Shire Council, commenced on 10 February 2017 for a period of five (5) years. Synchronously, a Sub-Lease was agreed, between Pyrenees Shire Council and Avoca Community Arts and Gardens Inc, for the day-to-day management of the site and for the same period.

Both lease agreements end on 9 February 2022.

Item 6 in the Head Lease Reference Schedule allows for two (2) further terms of five (5) years and one (1) further term expiring no later than 31 December 2035.

Item 7 in the Head Lease Reference Schedule provides for the last date for exercising the option for the further term to be three months before expiry of the first term, 9 November 2021.

#### **ISSUE / DISCUSSION**

Council is requested to provide direction on whether a new lease for a further term of five (5) years should be requested of VicTrack.

The current permitted use is detailed as - "Community Hub, Arts Centre and Garden Precinct provided that the Tenant must not use the Premises wholly or predominantly for the sale or hire of retail goods or the retail provision of services within the meaning of the *Retail Leases Act 2003* (Vic).

The gallery and public exhibition space are well-established and known at the location.

Although Council has provided support over the past 12 months regarding governance matters, the current tenant, Avoca Community Arts and Gardens Inc, is also well-established and supported by the local community and runs an active gallery with regular exhibitions being held when permitted.

The organisation has recently expanded its arts-related interests in the town, being appointed as Community Assets Committee for the newly acquired premises north of the Avoca railway line and successfully applying for funding to paint a mural on the silo located on that site, increasing the attractiveness of the area to visitors. Plans are in place to further expand that site to attract community use and increase tourism.



The Avoca Community Arts and Gardens Inc has indicated their interest in renewing their sub-lease with Council and remaining as tenants of the site for a further five (5) years.

Legal Advice obtained by Council officers has confirmed that, if Council renews the Head Lease with VicTrack, expectation will be that the Sub-Lease with the Avoca Community Arts and Gardens Inc should also be renegotiated.

The Council is now requested to consider whether steps should commence to renegotiate both the Head Lease between VicTrack and Council, and the Sub-Lease between Council and the Avoca Community Arts and Gardens Inc.

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

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

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

### **ATTACHMENTS**

Nil

### **FINANCIAL / RISK IMPLICATIONS**

Risk exposures exist with non-renewal of lease arrangements which will leave a well-attended and valued community attraction empty, removing a key tourist attraction in the area, and attracting local community dissatisfaction.

### **CONCLUSION**

Council leases the old railway station premises in Avoca from VicTrack and sub-lease operation of the arts facility to Avoca Community Arts and Gardens Inc. Both leases expire on 9 February 2022 and Council direction is requested on whether steps should commence to renew both agreements for a further term of five (5) years.

### **OFFICER RECOMMENDATION**

That Council:

1. Directs Council Officers to ask Victorian Rail Track to commence re-negotiation of a new lease over the premises at Railway Lot 1, 18 and 21, York Street, Avoca for a further term of five (5) years commencing on 10 February 2022, and
2. Directs Council Officers to commence re-negotiation of a new sub-lease, with Avoca Community Arts and Gardens Inc over the premises at Railway Lot 1, 18 and 21, York Street, Avoca for a further term of five (5) years commencing on 10 February 2022.

**Cr David Clark / Cr Robert Vance**

That Council:

1. Directs Council Officers to ask Victorian Rail Track to commence re-negotiation of a new lease over the premises at Railway Lot 1, 18 and 21, York Street, Avoca for a further term of five (5) years commencing on 10 February 2022, and
2. Directs Council Officers to commence re-negotiation of a new sub-lease, with Avoca Community Arts and Gardens Inc over the premises at Railway Lot 1, 18 and 21, York Street, Avoca for an initial term of two (2) years commencing on 10 February 2022.

**CARRIED**

### **13.2.7. DELEGATIONS**

**Kathy Bramwell – Director Corporate and Community Services**

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

**File No:** 16/20/08

#### **PURPOSE**

The purpose of this report is to request Council's review and adoption of updated Delegations and Instruments of Appointment and Authorisation.

#### **BACKGROUND**

Council regularly reviews and updates its delegations and Instruments of Delegation or Appointment relating to a variety of legislation.

Council is advised by Maddocks Lawyers in preparation of Instruments of Delegation and updates are put forward for adoption following changes in legislative duties or powers, or when changes in Council officers occur. The latest updates to be received from Maddocks was in July 2021.

#### **ISSUE / DISCUSSION**

The following Instruments of Delegation, Sub-Delegation, and Appoint & Authorisation (Authorised Officers) have been reviewed and updated in accordance with advice provided by Maddocks Lawyers -

- S6 – Instrument of Delegation – Council to members of Council Staff
- S18 – Instrument of Sub-Delegation by Council under the Environment Protection Act 2017

This review has accounted for the following changes:

- Format of the Instrument sections now includes full titles of delegated officers, rather than initials, to improve clarity and ease of understanding.
- Updates received regarding legislative changes.
- S18 is a new Instrument of Sub-Delegation required under changes to the Environment Protection Act 2017.

A copy of the revised documents are attached for consideration of Council and it is now requested that Council resolve to adopt the revised documents.

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

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

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

#### **ATTACHMENTS**

1. PSC S6 Instrument of Delegation Council to Staff Sept2021 [**13.2.7.1** - 99 pages]
2. PSC S18 Instrument of Sub delegation by Council under the EPA 2017 Sept2021 [**13.2.7.2** - 7 pages]

## **FINANCIAL / RISK IMPLICATIONS**

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

## **CONCLUSION**

To legally allow staff to enforce provisions of legislation, Council review Delegations and Instruments of Appointment and Authorisation at regular intervals or when changes occur. Amended Instruments approved by Council remain in force until further reviews are conducted following updated advice.

### **Cr Ron Eason / Cr Tanya Kehoe**

That Council, in the exercise of the powers conferred by the Local Government Act 2020 and other legislation referred to in the attached Instruments, resolves –

1. to adopt the following Instruments -
  - a. S6 – Instrument of Delegation by Council to members of Council Staff, and
  - b. S18 – Instrument of Sub-delegation by Council under the Environment Protection Act 2017.
2. that the Instruments come into force immediately the common seal of Council is affixed to the Instruments, and remains in force until Council determines to vary or revoke them, and
3. Council affixes the Common Seal to the Instruments.

**CARRIED**

### **13.2.8. GRAMPPIANS COMMUNITIES OF RESPECT AND EQUALITY (CORE) ALLIANCE**

**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:** 36/10/02

#### **PURPOSE**

The purpose of this report is for Council to consider re-affirming their commitment to being a member of the Grampians CoRE (Communities of Respect and Equality) Alliance.

#### **BACKGROUND**

The Pyrenees Shire Council originally committed to supporting the Grampians CoRE (Communities of Respect and Equality) Alliance and their initial strategy at their meeting of 17 May 2016. Since that time, Council officers have worked with Women's Health Grampians and other organisations in the ongoing pursuit of preventing violence against women and their children across the Grampians region.

In the intervening period, Council has undertaken and completed the Act@Work program which aims to challenge sexism, discrimination, and violence against women. This program agreed to the following key principles and completed a three-year action plan to improve the education and awareness of our staff and introduce actions to create a respectful workplace culture and increase gender equity.

- Not supporting or condoning violence.
- Encouraging bystanders to action.
- Naming the gendered nature of violence and using the term 'prevention of violence against women'.

Since Council's initial commitment in 2016, government has continued its focus on the prevention of violence against women and their children, and gender equity, by introducing the *Gender Equality Act 2020*, compliance to which Council is also committed.

Council officers also participate in a Victoria Police led Community Safety Advisory Group, which has a focus on violence as a component of community safety. Prevention of violence against women remains a key priority in both the existing Municipal Health & Wellbeing Plan and the draft plan revision currently being drafted.

#### **ISSUE / DISCUSSION**

In 2021, Women's Health Grampians and supporting CoRE Alliance members have developed a new CoRE Strategy which was recently launched, a copy of which is attached for Councillor information.

As part of the launch, Pyrenees Shire Council has been invited to recommit to the new strategy and a new CoRE Commitment Charter, which sets out the minimum requirements for membership of the CoRE Alliance. A copy of the Charter is attached, and the Council is requested to confirm its ongoing commitment to the CoRE Alliance and its Commitment Charter principles -

**We believe in a safe, equal and respectful society for everyone.**

**We believe in a community where women and their children live free from gender-based violence and every person is valued, heard, respected and empowered.**

**We believe we can take meaningful action together to promote gender equality and prevent gender-based violence.**

The Commitment Charter commits the Council to undertake activity to -

- Challenge attitudes and beliefs around violence and inequity.
- Improve practices, policies, and systems to eliminate gender inequality.
- Work collaboratively with CoRE Alliance partners to build momentum, gain strength, and share knowledge, resources, and ideas.
- Communicate what is working and what is not and monitor our progress.

The new Strategy remains evidence-based and references statistics outlined below and many more -

- approximately 1 in 4 women has experienced violence by an intimate partner
- on average, one woman a week in Australia is killed by an intimate partner
- 1 in 5 Australian women has experienced sexual violence since the age of 15
- almost 10 women a day are hospitalised for assault injuries perpetrated by an intimate partner

“The Grampians region experiences high rates of family violence. In more than half the Local Government areas in the Grampians region, the family violence incident rates are above the state average.”

“Women living in rural areas are more likely than those in urban areas to experience family violence, and they face additional barriers to reporting and escaping abuse, including – geographic isolation, limited access to services, a lack of anonymity, community members with conservative attitudes, higher levels of gun and weapon ownership, and the experience of natural disasters (e.g., floods, bushfires) which can increase the risk of family violence.”

COVID-19 and associated restrictions have done nothing to alleviate the risk.

Whilst it is acknowledged that men are also victims of violence and the CoRE Alliance believes that no level of violence is acceptable, CoRE is firmly focused on preventing violence against women and their children. “This is because the data tells us that the overwhelming majority of perpetrators of family violence are men, and the majority of victim-survivors are women and children.”

The Director Corporate & Community Services remains Council's key liaison with the CoRE Alliance and Women's Health Grampians, and a member of the CoRE Alliance Leadership Group.

Through this report, the Council is requested to reconfirm its commitment to the CoRE Alliance, its new Strategy and Charter and continue the shared journey in -

*"Creating a community where women and children live free from violence, abuse and discrimination will require all of us, working deliberately to achieve gender equality. Only together can we change the attitudes, stereotypes and inequality that allow violence to thrive."*

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

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

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

### **ATTACHMENTS**

1. Co RE Strategy- Plan Website- FINAL (1) [13.2.8.1 - 16 pages]
2. CoRE Commitment Charter [13.2.8.2 - 1 page]

### **FINANCIAL / RISK IMPLICATIONS**

Enter Financial/Risk Implications

### **CONCLUSION**

The issue of violence against women and children continues to be widespread. Council officers continue to work with other members of the CoRE Alliance in implementing strategies to address the issue. Women's Health Grampians have facilitated the development of a new Strategy and have requested Pyrenees Shire Council to re-affirm its commitment to the CoRE Alliance and its CoRE Commitment Charter.

### **Cr Ron Eason / Cr Robert Vance**

That Council:

1. Expresses its support for the *Communities of Respect and Equality (CoRE) Preventing violence against women and their children in the Grampians region 2021-20215 Strategy*,
2. Reaffirms its commitment to ongoing participation in the Grampians Communities of Respect and Equality (CoRE) Alliance and supporting Charter, and
3. Authorises the Chief Executive Officer to confirm this commitment by signing the CoRE Commitment Charter on behalf of the Council.

**CARRIED**



### 13.2.9. PERFORMANCE STATEMENT AND KNOW YOUR COUNCIL SUBMISSION FOR THE YEAR ENDING 30 JUNE 2021

**Kathy Bramwell – Director Corporate and Community Services**

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

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

#### PURPOSE

The purpose of this report is for Council to give approval to the Performance Statement for the year ended 30 June 2021, and to provide Council with an overview of the data to be submitted to the Know Your Council website which is usually made publicly available in October of each year.

#### BACKGROUND

Two key mechanisms are used for councils to report to their communities and government on their operational and financial performance at the end of each financial year -

1. The Annual Report, and
2. The Local Government Performance Reporting Framework (LGPRF) through the Know Your Council website.



Figure 1: Release of LGPRF Results via Council Annual Report and the Local Government Sector Performance Reports (Know Your Council)

Pursuant to sections 98, 99 and 100 of the *Local Government Act 2020* (the Act), and the supporting *Local Government (Planning and Reporting) Regulations 2020* (the Regulations), councils are required, in addition to other information, to -

- Prepare an audited performance statement for inclusion in the Annual Report, and
- Provide a copy of the auditor's report on the performance statement to Council members.

Section 99(3) of the Act requires the performance statement to be certified in accordance with the Regulations by -

- Two (2) Councillors authorised by the Council, and
- The Principal Accounting Officer.

Council currently has Crowe as its external auditor under sub-contract by the Victorian Auditor General's Office. Crowe conducted the external audit on the 2020/21 Financial Statements and the Performance Statement during the period 23 August to 3 September 2021.

The audited draft Financial Statements are provided to Council under a separate report and the Financial Statements and Performance Statement for the last financial year ending 30 June 2021 will be tabled at the Pyrenees Shire Council Audit & Risk Advisory Committee meeting scheduled for 23 September 2021.

In addition to the Annual Report inclusions, councils are required to submit and publish data regarding their annual performance against a set of indicators within the Local Government Performance Reporting Framework (LGPRF). Data submitted in accordance with this Framework is published on the [Know Your Council website](#).

A copy of the draft information submitted to the Know Your Council website is attached for information.

### **ISSUE / DISCUSSION**

Enter Issue/Discussion

### **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. DRAFT Know Your Council Summary 20210831 [**13.2.9.1** - 21 pages]
2. FINAL PSC Performance Statement for year end 30 June 2021 [**13.2.9.2** - 14 pages]

### **FINANCIAL / RISK IMPLICATIONS**

All risk implications are managed in the body of the report.

### **CONCLUSION**

In accordance with its obligations under the Act and supporting Regulations, Council is required to prepare and audited performance statement and publish performance data in accordance with the indicators set out in the Local Government Performance Reporting Framework. This report provides an overview of these statements for the 2020/21 financial year and seeks Council authorisation for certification of the performance statement prior to submission to the Auditor General.

**Cr David Clark / Cr Ron Eason**

That Council:

1. Adopts the 2020/21 Performance Statement, subject to any final changes recommended or agreed to by the Auditor.
2. In accordance with section 99(3) of the *Local Government Act 2020* and section 13(2) of the *Local Government Act (Planning and Reporting) Regulations*, authorise the following persons to certify the 2020/21 Performance Statement in its final form, after any changes recommended or agreed to by the Auditor, have been made:
  - a. Council's members of the Audit & Risk Committee, Cr. Eason and Cr. Ferrari,
  - b. Council's Chief Executive Officer, Jim Nolan, and
  - c. Council's Manager Finance, James Hogan, acting as Council's Principal Accounting Officer.
3. Notes the information to be submitted for publication on the Know Your Council website in accordance with the Local Government Performance Reporting Framework.

**CARRIED**

**13.2.10. RATE ARREARS AS AT 30 JUNE 2021****James Hogan – Manager Finance****Declaration of Interest:** As author of this report, I have no disclosable interest in this item.**File No:** 52/08/02**PURPOSE**

The purpose of this report is to provide an update of Rates and Charges currently outstanding as at 30 June 2021

**BACKGROUND**

This report on rate arrears is to provide Council further information. Listed below is a comparison of rate arrears outstanding at the end of the financial year for the past six years.

**ISSUE / DISCUSSION**

The table below compares the rate arrears for the past 6 years:

Year	Amount	% Outstanding Against Rates Raised with Arrears
Current year ending 30/06/2021	\$644,229.74	5.29
Year ending 30/06/2020	\$548,706.07	4.86
Year ending 30/06/2019	\$500,186.57	4.51
Year ending 30/06/2018	\$592,972.21	5.39
Year ending 30/06/2017	\$489,450.22	4.66
Year ending 30/06/2016	\$532,113.42	5.36

(Note: For the purpose of this report, all properties with a credit balance (totaling \$245,655.87) have been excluded from the calculation, and the amount of Fire Service Property Levy that is outstanding has been included. As at the 30 June 2021, an amount of \$82,369.99 remains outstanding for Fire Services Property Levy which is included in the figure mentioned above.)

The Property Revenue team are currently working to reduce the level of outstanding Rates and Charges, with following breakdown of accounts:

	Total Outstanding	Number of Assessments	% of Raised (\$12,180,944.89)	% of Outstanding (\$644,229.74)
<b>Instalments Payments Outstanding</b>	\$46,191.00	1950	0.38%	7.17%
<b>Council Arrangement</b>	\$96,896.25	68	0.79%	15.03%
<b>Hardship</b>	\$15,079.18	13	0.12%	2.34%
<b>Debt Collection (Existing)</b>	\$336,275.26	148	2.76%	52.2%
<b>Unassigned (Closed Debt Collection)</b>	\$122,821.19	147	1.01%	19.06%

In line with Council's response to COVID-19, legal action has been suspended on all accounts with the Debt Collection Agencies. Hardship status has been assigned to 13 assessments (8 relating to the Lexton-Ben Major bushfires that occurred in December 2019, and 5 in response to COVID-19).

Together, these instances have resulted in higher balance outstanding compared to previous reports.

#### **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**

Enter Financial/Risk Implications

#### **CONCLUSION**

Outstanding rates and charges as at 30th June 2020 is \$548,706.07, representing 4.86% of the amounts due in the 2019/20 financial year.

#### **Cr Ron Eason / Cr Robert Vance**

That Council:

1. Notes the information contained in this report.
2. Seeks a further report on actions taken to recover outstanding rates at a future Council meeting.

**CARRIED**

### **13.3. CHIEF EXECUTIVE OFFICE**

#### **13.3.1. RECONCILIATION PLAN AND PROTOCOL**

**Jane Bowker – Executive Assistant to the CEO and Councillors**

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

**File No:** 16/19/04

#### **PURPOSE**

The purpose of this report is to inform Council about the progress of the development of the Reconciliation Plan and the Aboriginal and Torres Strait Islanders Protocol Guide.

#### **BACKGROUND**

Council adopted the Reflect Reconciliation Action Plan 2019-2020 (RAP) in February 2019. Pyrenees Shire Council was required to develop a RAP as per the Recognition and Settlement Agreement between the Dja Dja Wurrung People and the State of Victoria (RSA).

The initial RAP (Reflect), endorsed by Reconciliation Australia, was a 12-month action plan that required the formation of a working group (consisting of Traditional Owners, community members and other relevant parties) to implement a number of specific actions that focused on the three pillars of 'Relationships', 'Respect' and 'Opportunities.'

Some of the key actions completed in the RAP were:

- to ensure appropriate Acknowledgement of Traditional Owners;
- hold cultural awareness training for Councillors and staff;
- installing Acknowledgement of Country signage at Council-owned buildings; and
- organise National Reconciliation Week and NAIDOC week events.

#### **ISSUE / DISCUSSION**

As this RAP was completed in October 2020 and to continue on the Reconciliation journey, the Reconciliation Plan (2021-2024) and Torres Strait Islanders Protocol Guide have been developed. This new Plan reaffirms and commits Council to actions for advancing reconciliation and focusses on three key themes being Partnership, Recognition and Empowerment.

The Protocol Guide is to provide Council officers and Councillors with guidance regarding engagement with Aboriginal and Torres Strait Islander peoples. It provides practical advice on the appropriate use of terminology when engaging with the Aboriginal and Torres Strait Islander community and assists in understanding culturally significant protocols when delivering programs and services within the Pyrenees municipality.

The development of these documents has been in consultation with the Reconciliation Advisory Committee. In February 2021, a call for Expressions of Interest from interested community members to be involved in our Reconciliation Advisory Committee, was undertaken. Thirteen expressions were received with all being invited to join the Committee. This Committee made up of Traditional Owners, community members, other relevant parties and Council staff, has provided advice and guidance in the development of the Plan and Protocol. The terms of reference for the Committee provide for at least two meetings per year, the first of which was held in May 2021.

It is intended that the Plan and Protocol documents be made available for the broader community to access via the Council website, and that we continue to promote the activity of the committee through various media, and thereby raise awareness and encourage community participation.

### **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**

1. 2021.02.03 - Draft PSC Reconciliation Plan 2021-2024 v 3 [**13.3.1.1** - 8 pages]
2. Draft - Aboriginal and Torres Strait Islanders Protocol Guide June 2021 v 2 [**13.3.1.2** - 23 pages]

### **FINANCIAL / RISK IMPLICATIONS**

Council will have to allocate some funds to allow actions to be undertaken for the lifespan of the Plan.

### **CONCLUSION**

This Plan and Protocol were developed in consultation with our Reconciliation Advisory Committee, including First Nations and non-Indigenous community members and staff, Traditional Owners, and representatives from relevant organisations in the municipality, including HM Prison Langi Kal Kal.

We aim to continue to actively engage our partners, as well as develop new partnerships as we implement the three-year Reconciliation Plan.

This Reconciliation Plan reaffirms and recommits us to actions for advancing reconciliation within our organisation and to influence reconciliation across the municipality.

### **Cr David Clark / Cr Tanya Kehoe**

That Council:

1. Provides continuing support to the development of the Reconciliation Plan and Aboriginal and Torres Strait Islanders Protocol Guide; and
2. Provides in principal support of the adoption of the Plan and Guide in the future.

### **CARRIED**



### 13.3.2. AUSTRALIA DAY EVENTS

**Jane Bowker – Executive Assistant to the CEO and Councillors**

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

**File No:** 04/06/04

#### PURPOSE

The purpose of this report is for Council to endorse a list of community groups to host the Pyrenees Shire Australia Day event in 2022, 2023 and 2024 respectively.

#### BACKGROUND

In August 2021, Council called for expressions of interest from community groups that wished to support Council in holding an Australia Day event over the next four years. Community groups need to be able to provide a suitable venue and be able to arrange a morning / afternoon tea and/or BBQ with Council organising the formal part of the event.

#### ISSUE / DISCUSSION

The expressions Council received were from the Waubra Community Hub, and the Beaufort Rotary Club. The Avoca Country Women's Association submitted their interest in a previous call for Expressions of Interest and is still interested in holding an event.

Previous events have been held in the following towns:

- 2021 – Trawalla
- 2020 – Avoca
- 2019 – Moonambel
- 2018 – Beaufort
- 2017 - Amphitheatre
- 2016 – Waubra
- 2015 – Avoca
- 2014 – Beaufort

Council is now in a position to plan for the 2022, 2023 and 2024 events with the following proposed:

YEAR	TOWNSHIP	HOST ORGANISATION
2022	Waubra	Waubra Community Hub
2023	Beaufort	The Rotary Club of Beaufort
2024	Avoca	Avoca Country Women's Association

There is some uncertainty around how the events will be hosted, due to the COVID pandemic, particularly the 2022 event. The events will be planned with COVID safety in mind and decisions around the how the event will be hosted will be guided by advice by the State Government at that time. However, Council would like to be in a state of preparedness ready to hold the event.

#### 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**

Provision has been made in the 2021/22 budget for the 2022 Australia Day ceremony. Provision will be made in subsequent budgets to allow for the Australia Day events in the coming years.

Community groups are to arrange the venue and catering with all costs of food and other requirements covered by Council. A donation of \$500 is made to the community group hosting the day. The community is required to supply in-kind support.

## **CONCLUSION**

Each year the Australia Day event is organised in partnership with a community group. It is an opportunity for the community to showcase their area with art, photographic / historical displays or any other activity that highlights the assets of the area and its residents.

Council appreciates the interest shown from these groups and understands it has been a trying time for many community groups since the start of the pandemic. Council recognises the importance of community groups as they are vital for social connectedness to promote physical and mental health, generate improvements within a community and build stronger communities overall.

It is acknowledged that this date is a day of mourning for many Aboriginal and Torres Strait Islander peoples. It is a day of reflection of Australia's history and the understanding of the importance of reconciliation.

## **Cr Robert Vance / Cr Ron Eason**

<p>That Council endorses the host township and host organisation for the list of Australia Day Events for 2022, 2023 and 2024 as detailed in this report.</p>
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**CARRIED**

## 14. COUNCILLOR REPORTS AND GENERAL BUSINESS

### Cr Kehoe (Mount Emu Ward)

- The biggest change in the Mt Emu Ward has been the kerbside waste collection. There are still a few teething issues which are being worked through however, overall, the rollout has been successful.
- COVID 19 vaccinations are progressing well. There are regional centres such as Beaufort and Avoca which may be a better alternative to accessing the vaccination compared to the larger hubs. There is lockdown fatigue setting in and it is really important to highlight the generosity and positivity of people in supporting each other. Thanks to health workers and teachers for all the support they have provided during this pandemic.
- It is important to continue to support our local businesses.
- It is really positive to know we can reach out to people to get their feedback on Council initiatives, services etc through our Engagement Hub. Thanks to staff who have initiated and are monitoring the Hub.
- We need to continue to advocate for internet access across the municipality.

### Cr Eason (Avoca Ward)

- Unfortunately, had a number of AGMs cancelled due to COVID related issues such as holding the meetings indoors.
- Having a COVID vaccination is really important to have as a way out of lockdowns. It is pleasing that Pyrenees Shire community is above the average for having the COVID vaccination. For those who aren't vaccinated, please reconsider.
- Thanks to Council staff for the pedestrian crossings along High Street in Avoca and also the garden beds which look great.

### Cr Vance (De Cameron Ward)

- Joined a Timber Towns meeting last week. The TIERS Report is being re-activated and suggest that any information such as road information that can be fed into the report will be, in the long run, beneficial to ourselves and the industry.
- The VEAC report went through the Lower House last week but didn't get passed in the Upper House. Timber Towns will be lobbying for the VEAC Report to be revisited.
- Will be joining the Rural Councils Victoria meeting next week.
- Had a site visit with a new winery owner in the Moonambel area with the hope to build upon the Pyrenees wine region.
- Thanks to Council staff for helping to find a way forward in re-opening the Landsborough Store.
- It is still important to continue to use newspapers to get messages out.

### Cr Clark (Ercildoune Ward)

- Our community is doing us proud in relation to COVID. We, as local government, will play a key role in helping the community when the State opens up. It is likely to be a tough couple of months with COVID numbers rising. There will be work for each Councillor to do in each of their wards.
- Attended meetings at the Waubra Community Hub and Lexton Recreation Reserve. The Lexton community are looking forward to the hub being open.

- It has been busy with meetings with the Municipal Association of Victoria and also the Local Government Victoria.
- Met with Emma Germano (VFF), with MAV hat on, to discuss infrastructure and pipeline projects, camping on public land and rates.
- The Mayor and I attended a meeting with Ali Cupper, an independent member in Mildura, who is very keen to work on rural rating. She is speaking to small rural councils in Victoria, that need money to be able to provide services ie. roads.

#### Cr Ferrari (Beaufort Ward)

- There is a regional rate reform underway to try to source continual sustainable funding for rural councils and to address the rate disparity between rural and metro areas. It is a really good piece of work and interested to see what the outcome will be. A lot of discussion with constituents are around rates.
- Unfortunately, many events are still being postponed/cancelled due to the restrictions such as the market, arts festival and deb ball.
- It would be good to see the Landsborough Store re-opened. Stores in small country towns are important as they are social places.
- Was involved in the Western Bulldogs Youth Leadership graduation with a number of Beaufort students graduating. Thanks to the Western Bulldogs staff for their dedication throughout the year and being able to help students graduate. Thanks to the students in being involved and graduating.
- It is really pleasing to work in a Council that is moving along well.
- I encourage people to be vaccination to be able to move forward.

#### **15. CLOSE OF MEETING**

Meeting closed at 8.03pm

Minutes of the Meeting confirmed \_\_\_\_\_

2021

Mayor Cr Damian Ferrari