



Pyrenees
Shire Council

Agenda

Ordinary Meeting of Council

6:00 pm Tuesday 20 August 2024

Council Chambers

Beaufort Council Offices

5 Lawrence Street, Beaufort

Wadawurrung Country

Members of the public may view the meeting virtually via the livestream

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1. WELCOME

Welcome to this meeting of the Pyrenees Shire Council. Councillors will today deliberate and decide on a range of matters relevant to the work of Council in its communities for the welfare of the people of the Pyrenees Shire.

2. STREAMING PREAMBLE

- As the meeting Chair, I give my consent for this Ordinary Council Meeting to be streamed live, recorded and published online. Anyone who is invited to read out a question or make a submission will be recorded and their voice, image, and comments will form part of that livestream and recording.
- The Chair and/or the CEO have the discretion and authority at any time to direct the termination or interruption of livestreaming. Such direction will only be given in exceptional circumstances where deemed appropriate, that may include where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.
- The live stream will stop prior to the closed section of the meeting and will recommence for the conclusion of the meeting.
- The public is able to view this livestream via our website at www.pyrenees.vic.gov.au.
- Should technical issues prevent the continuation of the live stream, the meeting will continue as long as a quorum can be maintained and, where possible, a recording of the meeting will be published on Council's website. Where a quorum cannot be maintained, the meeting will be adjourned until the issue is resolved or the meeting postponed to another time and date in accordance with Council's Governance Rules.

3. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the people past and present of the Wadawurrung, Dja Dja Wurrung, Eastern Maar and Wotjobaluk tribes, whose land forms the Pyrenees Shire.

We pay our respect to the customs, traditions and stewardship of the land by the elders and people of these tribes, on whose land we meet today.

4. APOLOGIES

5. NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS

6. CONFIRMATION OF THE PREVIOUS MINUTES RECOMMENDATION

That the Minutes of the:

- Ordinary Meeting of Council held on 16 July 2024; and
- Closed Meeting of Council held 16 July 2024,
as previously circulated to Councillors, be confirmed.

7. BUSINESS ARISING

There was no business arising (items taken on notice) from the previous meeting held 16 July 2024.

8. PUBLIC PARTICIPATION

Public Participation

- Members of the community are encouraged to participate in public Ordinary Council Meetings by asking questions or presenting a submission.
- This can be done by attending in person or by submitting in writing, prior to 12.00 noon on the day of the meeting, online through Council's website, by mail or hand-delivered.
- If a question or submission is submitted in writing, this will be read by the Chair during public participation, stating the person's name and township.
- Question time will be held first, followed by public submissions.
- 30 minutes is allowed for the total period of public participation. Time extensions may be allowed at the discretion of the Chair subject to the provisions of the Governance Rules.
- A person may ask a maximum of two questions at any one meeting.
- The Chair will allocate a maximum of five (5) minutes to each person who wishes to address Council or ask question(s).
- The Chair, Councillor, or Council officer to whom a question is referred may immediately answer the question or take the question on notice for answering at a later date.
- There will be no discussion or debate with public attendees however Councillors may ask questions of the attendee for clarification.

9. ITEMS FOR NOTING

9.1. CORPORATE AND COMMUNITY SERVICES

9.1.1. CUSTOMER CONTACT - JULY 2024

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: Kathy Bramwell – Director Corporate and Community Services

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

File No: 16/24/06

PURPOSE

This report provides updates on contacts made by our community through a range of media, including the Customer Action Request System and emails, for July 2024. This report's purpose is to demonstrate ongoing efforts to improve responsiveness to customers and the community over time.

BACKGROUND

Our community contact officers through a range of means, including but not limited to:

- Customer Action Request System (CARS)
- Emails – directly to officers or via the central pyrenees@pyrenees.vic.gov.au email address
- Via telephone or face-to-face with Council's switchboard or front counters
- Complaints
- Requests for information via Freedom of Information (FOI) processes
- Social media

The Council has operated an electronic Customer Action Request System (CARS) for many 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. Requests input via the "Snap Send Solve" application must be input manually by customer service officers into the CAR (Customer Action Requests) system as this currently does not accept automatic uploads.

Service requests are received for operational issues regarding maintenance, road maintenance, pools, local laws, building maintenance and compliance matters. Complaints are received and managed separately to action requests and monthly checks are made of customer action requests to identify requests that should be managed as complaints.

Requests logged through the customer action requests system form a minority of the contacts received by Council officers monthly, however, remain an important method of identifying where problems exist that need to be addressed.

ISSUE / DISCUSSION - CUSTOMER CONTACT

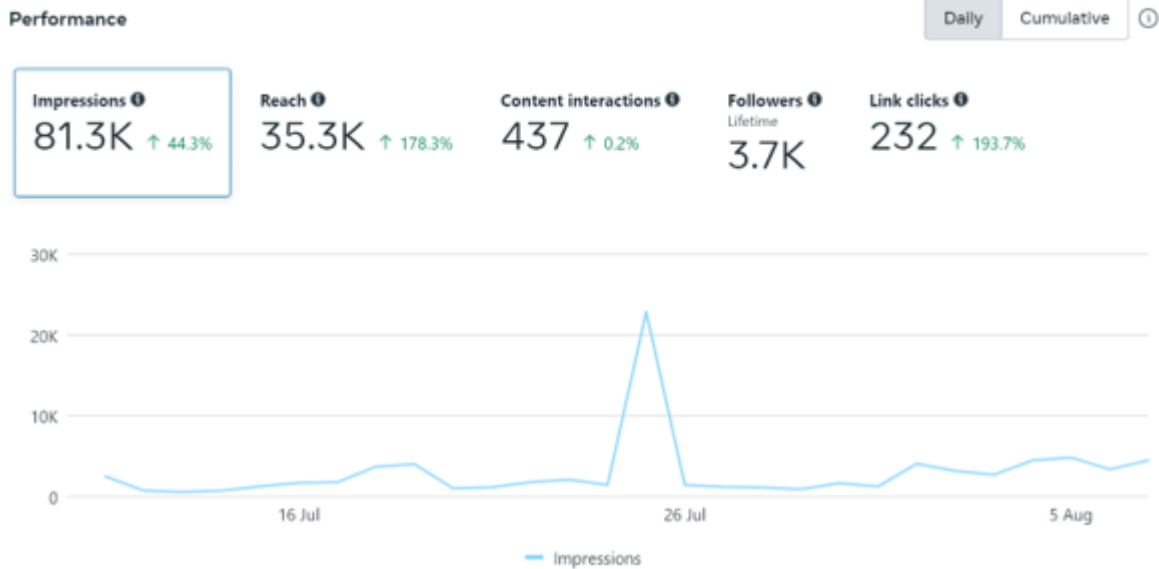
The following provides data on community contacts with employees, other than that recorded through the customer requests system, providing a more comprehensive view of our customer experience.

Customer contact media	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024
Legitimate emails received by the organisation*	37,273	37,439	21,989	24,478	19,055	18,871	30,221#	24,738	23,720	24,977	22,664	24,531
Emails rejected (cyber protection)	7,743 17%	14,77340%	12,613 34%	11,483 32%	8,045 30%	9,669 34%	36,630 55%	26,452 52%	6,516 22%	7,505 23%	6,476 22%	9,662 28%
Inbound malware detected	-	-	-	-	-	-	-	4	4	2	2	6
Emails sent by organisation (external)	9,169	9,529	10,138	8,439	7,295	6,485	11007#	8,825	9,220	10,212	8,843	9,455
External complaints received	4	2	2	4	2	3	6	7	5	3	2	3
FOI Requests	4	2	10	0	0	0	1	2	2	3	3	2
Requests for infringement reviews	2	0	2	1	6	15	0	6	2	3	3	11
Website page views	17,086	17,242	16,133	15,891	12,638	16,047	20,521	17,342	18,311	15,324	14,074	16,310
Website users	5,570	6,017	5,556	5,893	5,000	6,015	8,081	6,314	7,325	5,452	5,373	5,565
Website contact us page views	614	473	542	413	354	410	600	540	462	420	361	473
Website customer enquiry form	65	57	69	60	40	56	50	57	52	54	40	71
Telephone Calls Received by PSC (total)	-	-	-	-	-	-	-	2,276	2,249	2,264	2,043	2,195
Calls answered by Switchboard / Customer Service	-	-	-	-	-	-	-	1,997 88% of total	1,988 88% of total	1,959 87% of total	1,785 87% of total	1,898 87% of total

* Statistics amended to only include those emails not rejected as spam or viruses.

Email traffic impacted by fire response (increase).

Facebook snapshot



Comments:

- Top website pages viewed: recruitment/employment, waste management (transfer stations, bin collection days, and collection dates), fire recovery information, and planning.
- Customer enquiries received via the website focused on building and planning, roads, rates and charges.
- Complaints related to local laws matters, failure to notify residents of weed spraying and the use of office space at Beaufort resource centre.
- Infringement appeals mostly related to parking fines, with 3 being animal related.
- FOI requests related to many documents relating to Council Committees and Associations, and public relations costs.

Compliments

At the June 2024 Ordinary Council Meeting, Councillors highlighted a gap in customer contact reporting in that compliments received were not reported. Over the next months, efforts will be made to improve recording of compliments received which will be reported to Council as part of this report.

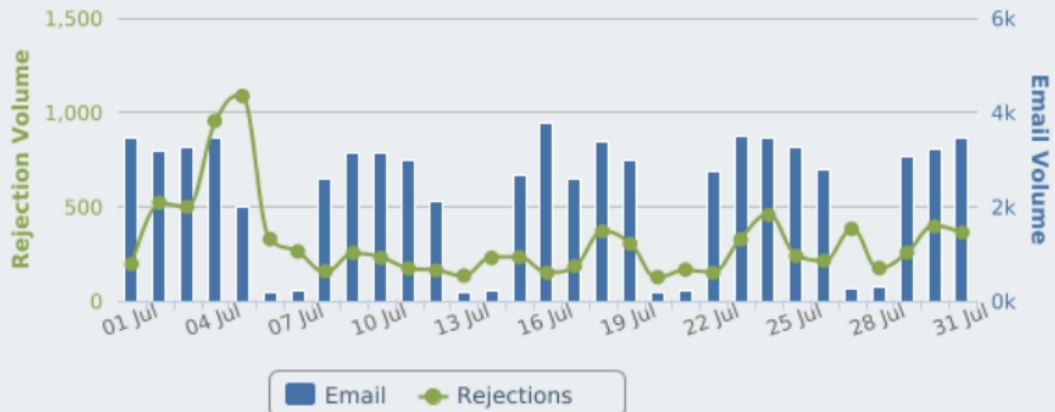
In July, favourable feedback responses were received through the library Smiley Touch facility which are reported later in this document.

Cyber security assurance:

To provide assurance for ongoing cyber protections, the following graph shows total emails received against those rejected by automatic protection services.

Email Volume vs Rejected Mail

Total Email Count: 73050 Total Rejection Count: 9660



- 61% of inbound emails rejected were for IP addresses found to be in remote block lists known to be sources of spam or malware infection.
- 268 (6% of all rejections) messages were rejected as spam.
- 6 cases of inbound Malware were detected during the month.
- Zero emails were detected during the month that were attempts to impersonate someone – e.g., attempting to look like emails from another member of staff.

Other means of identifying potential spam or malware includes spam signature detection, virus signature detection, anti-spoofing lockouts, invalid recipient address, and where the sender failed to retry after initial rejection.

The system also holds emails where they may be suspected, but not confirmed spam. These are notified to the email recipient for checking and approval. 334 emails were held for this purpose during the month.

Library Daily and Weekly Feedback – Smiley Touch

The frontline counters have commenced a trial using a technology – Smiley Touch – that measures customers' satisfaction as they interact with our staff. It is early days but this will allow a growth in the ability to receive, and respond to, immediate feedback. The system allows for customers to input feedback on their experience at the front counters and for us to respond quickly to issues raised.

The following provides statistics for July 2024. In July, the feedback stand was based in the Beaufort Community Resource Centre.

98 responses were received (increased from 44 in June), of which 93% were recorded as happy experiences.

How was your Library experience today ?



87%

85 resp.



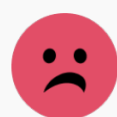
7%

7 resp.



3%

3 resp.



3%

3 resp.

Happy Index: 93/100

Responses: 98

The facility also allows for written feedback to be provided and during July the following positive responses were received:

- Happy that we have such a good library and services in a small town like Beaufort.
- Love this library. It had better stay open and fully staffed.
- Really lovely staff, nice morning storytime on Mondays and craft activities on Thursday. Keep up the good work.
- Nice facility and staff very friendly.
- Very help staff, thanks.
- Very helpful.
- Love the NAIDOC exhibition.
- Love this place. They found my bankcard and found my number and range me. Thanks, Misha.
- Travelling from Adelaid with a baby. Warm and welcoming.
- It was interesting.
- Wonderful, helpful, friendly staff.
- Excellent customer service and range of materials.
- The settees and chairs are very comfortable after a hard day's shopping in Ballarat when you are a Senior.
- I like it because my Daddy works here so I can help him.
- Staff very busy but still helped with getting on to email and printing.

ISSUE / DISCUSSION - CUSTOMER ACTION REQUESTS

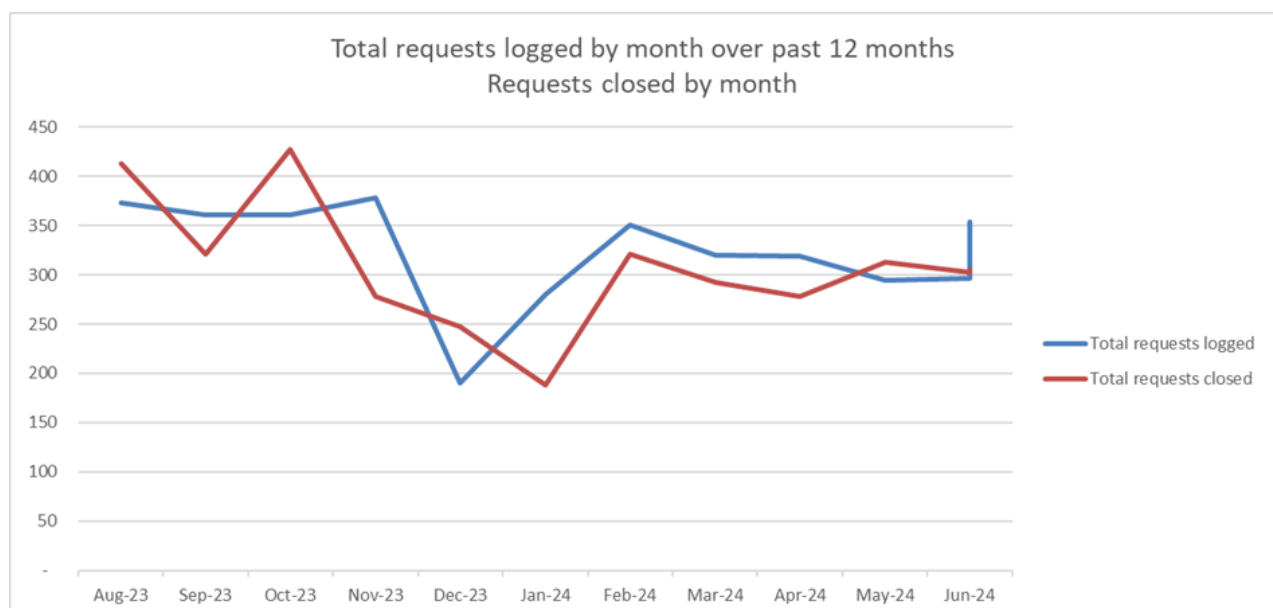
1. Logged and closed requests

354 CARs (Customer Action Requests) were logged during the month, 58 more than the previous month. Of these, 90 related to telephone messages.

305 requests were closed during the month.

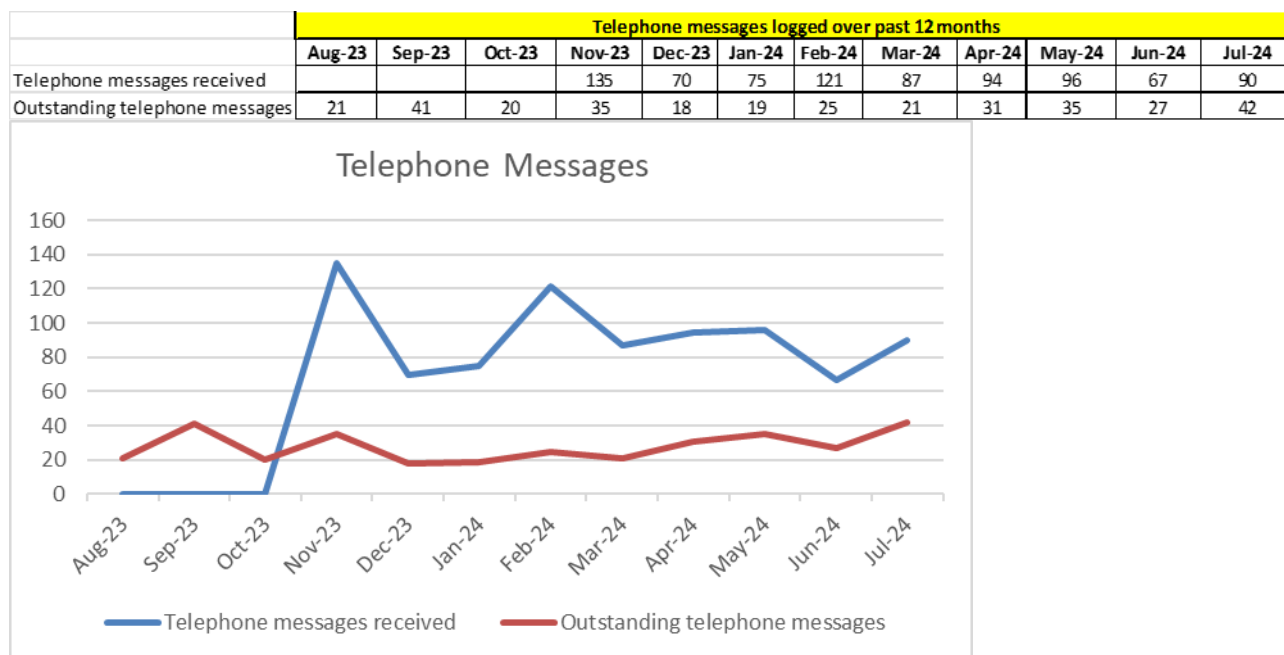
The following charts detail the numbers of requests received over the last 12 months and the number of requests closed each month.

Year	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jun-24	% Change
Total requests logged	373	361	361	378	190	280	351	320	319	294	296	354	20%
Total requests closed	413	321	427	278	247	188	321	292	278	313	303	305	1%



2. Telephone requests

67 telephone calls were transferred into requests during the month, with 27 requests remaining outstanding at the end of the month. The following charts detail the trend in telephone calls received and remaining outstanding at the end of each month.



3. Open Customer Action Requests

The number of open requests is now reported differently. Some requests that have had initial contact with the customer but are unable to be resolved quickly for some reason, are now being moved to being 'on-hold' and some may be referred to budget (e.g., long term drainage issues).

At the end of the reporting month, there was a total of 328 active or open requests, of which 162 were assigned for action. These include:

- 162 which are open and assigned for action
- 29 which are on hold awaiting resolution or action scheduling.
- 4 remain referred to budget
- 133 remain in progress, scheduled or being managed – meaning that they are longer term case managed issues

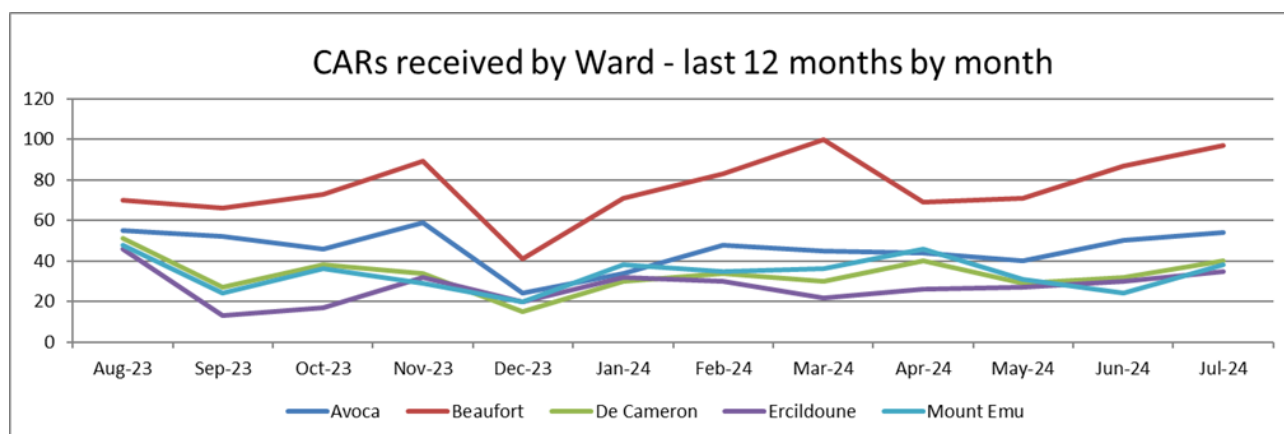
Open requests – the balance of this report will focus on the open requests, but statistics relating to requests marked as on-hold or referred-to-budget have been included in the table.

Of the non-telephone call requests received during the month, the following represents those received and still open at the end of the last month by Ward:

Request status	Avoca Ward	Beaufort Ward	DeCameron Ward	Ercildoune Ward	Mt Emu Ward
Number of requests received (previous month)	54(50)	97(87)	40(32)	35(30)	38(24)
Requests received and closed in the same month (%)	34(63%)	63(65%)	26(65%)	23(66%)	23(61%)
Requests received remaining open and assigned for action	15	23	8	11	13
Requests received that are on hold or in progress	5	10	6	1	2
Requests received referred to budget	0	1	0	0	0
Total open (assigned) requests as at the end of the month	27(24)	43(37)	12(16)	15(13)	26(18)

The following charts show the numbers of requests received by Ward per month for the past 12 months.

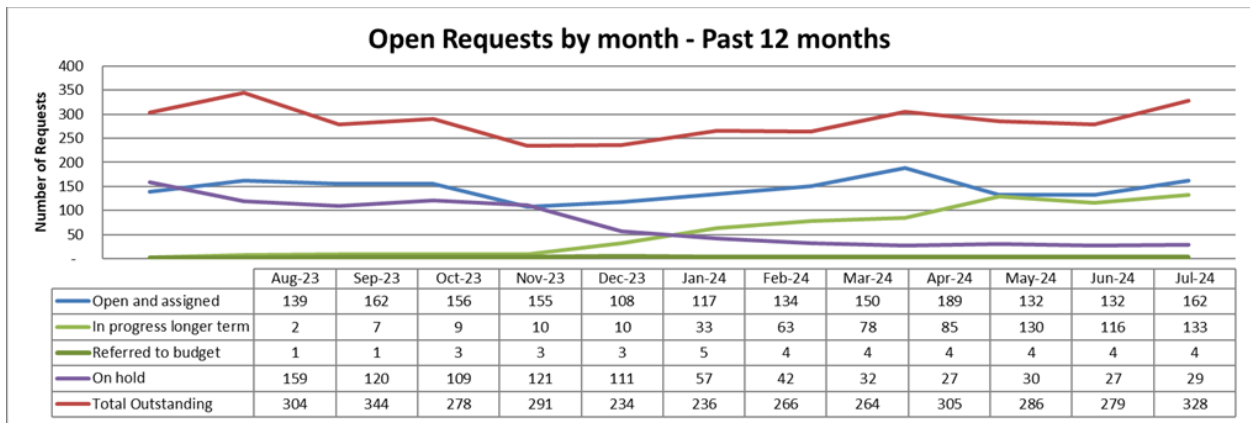
CARS by Ward received by month Rolling - Past 12 months												
Ward	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24
Avoca	55	52	46	59	24	34	48	45	44	40	50	54
Beaufort	70	66	73	89	41	71	83	100	69	71	87	97
De Cameron	51	27	38	34	15	30	34	30	40	29	32	40
Ercildoune	46	13	17	32	20	32	30	22	26	27	30	35
Mount Emu	48	24	36	29	20	38	35	36	46	31	24	38
Total by month	270	182	210	243	120	205	230	233	225	198	223	264



The following charts show the statistics for requests that remained open each month for the past 12 months. These charts now include requests put on hold or referred to budget.

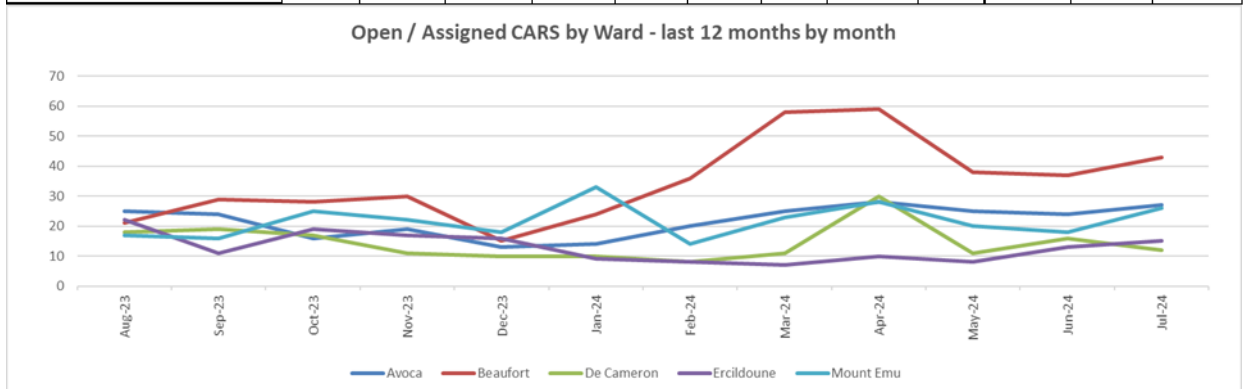
Open requests by age

Year	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	% Change
2013													
2020	1	-	-	-	-	-	-	-	-	-	-	-	
2021	-	-	-	-	-	-	-	-	-	-	-	-	
2022	19	27	29	20	13	7	7	7	7	2	2	2	0%
2023	119	135	127	135	95	43	24	22	17	13	13	11	-15%
2024						67	103	121	165	117	117	149	27%
Open and assigned	139	162	156	155	108	117	134	150	189	132	132	162	23%
Outstanding but on hold	0	120	109	121	111	57	42	32	27	30	27	29	-3%
In Progress / Scheduled	6	7	10	12	12	57	86	78	85	120	116	133	11%
Referred to budget	1	1	3	3	3	5	4	4	4	4	4	4	0%
Total Closed	413	321	427	278	247	278	321	292	278	313	303	305	-3%
Total requests logged	373	361	361	378	190	280	351	320	319	294	296	354	20%
Total outstanding requests	304	344	278	291	234	236	266	264	305	286	279	328	15%

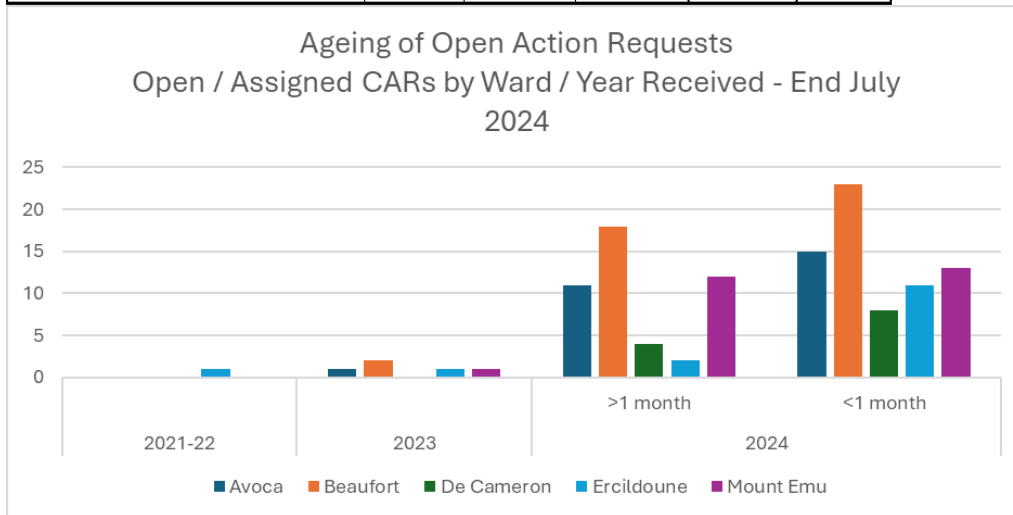


The following charts show the ageing of open assigned requests by Ward as at the end of the month, excluding those referred-to-budget or on-hold.

Open Assigned Requests by Ward - Past 12 months												
Ward	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24
Avoca	25	24	16	19	13	14	20	25	28	25	24	27
Beaufort	21	29	28	30	15	24	36	58	59	38	37	43
De Cameron	18	19	17	11	10	10	8	11	30	11	16	12
Ercildoune	22	11	19	17	16	9	8	7	10	8	13	15
Mount Emu	17	16	25	22	18	33	14	23	28	20	18	26
Total by month	103	99	105	99	72	90	86	124	155	102	108	123



Ageing CARS by Ward - Open/Assigned					
Ward	2021-22	2023	2024		Total
			>1 month	<1 month	
Avoca	0	1	11	15	27
Beaufort	0	2	18	23	43
De Cameron	0	0	4	8	12
Ercildoune	1	1	2	11	15
Mount Emu	0	1	12	13	26
Total by month	1	5	47	70	123



The following table provides greater detail of the areas / type where outstanding requests remain, showing the functional areas and numbers of requests still outstanding as at the end of the last month. This data includes those referred-to-budget or on-hold.

	Jun-24	Jul-24	Change
Roads & Rd Maint.	79	97	18
Streetlights	0	1	1
Drainage	13	16	3
Footpaths / Kerb&Channel	8	10	2
Park & Reserves	12	10	-2
Roadside Veg	62	58	-4
Environmental Health	0	1	1
Planning	6	15	9
Bld maint	4	9	5
Local Laws	12	12	0
Cats	6	6	0
Dogs	10	15	5
Livestock	3	2	-1
Parking	4	2	-2
Fire Hazard	1	2	1
Bld Compliance	0	1	1
Waste Management	0	0	0
Local Government Act	0	0	0
Rates	4	2	-2
Natural Disasters	24	23	-1
Pools	0	0	0
Council cleaning	0	0	0
Litter	0	0	0
Design & Assets	4	4	0
GIS	0	0	0
Community	0	0	0
Rural Addressing	0	0	0
Road Naming	0	0	0
Telephone messages	27	42	15
Total	279	328	49

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Enabling Principles

- Motivate and inspire community involvement
- Provide transparency and accountability
- Use resources efficiently and effectively

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

This report did not require any community engagement or consultation, other than that provided via this report.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

All risks are discussed in the body of the report.

CONCLUSION

The customer action request system remains an integral part of Council's reactive identification of issues that need attention. This report provides an update on customer action requests as at the end of July 2024. Reporting continues to be expanded to include other media of customer contact received by officers. Compliments received through the library Smiley Touch facility started to be reported this month.

OFFICER RECOMMENDATION

That Council notes this report.

10. COUNCILLOR ACTIVITY REPORTS

10.1. COUNCILLOR ACTIVITY REPORTS - JULY 2024

Cr Damian Ferrari – Beaufort Ward		
9 July 2024	Council Briefing	Beaufort
9 July 2024	Council Cuppa and Chat	Waubra
16 July 2024	Council Briefing	Beaufort
16 July 2024	Council Meeting	Beaufort

Cr David Clark – Ercildoune Ward		
2-4 July 2024	National General Assembly	Canberra
9 July 2024	Council Briefing	Beaufort
9 July 2024	Council Cuppa and Chat	Waubra
11 July 2024	ERV Raglan Community Visit	Raglan
16 July 2024	Council Briefing	Beaufort
16 July 2024	Council Meeting	Beaufort
25 July 2024	CVGA Board Meeting	Virtual
25 July 2024	ALGA Board Meeting	Virtual
26 July 2024	MAV Board Meeting	Melbourne
31 July 2024	Lexton Flood Study Community Meeting	Lexton
31 July 2024	Lexton Racecourse Recreation Reserve Committee Meeting	Lexton

Cr Robert Vance – De Cameron Ward		
2-4 July 2024	National General Assembly	Canberra
5 July 2024	Rural Councils Victoria Meeting	Virtual
9 July 2024	Council Briefing	Beaufort
9 July 2024	Council Cuppa and Chat	Waubra
11 July 2024	ERV Raglan Community Visit	Raglan
14 July 2024	Beaufort Rotary Changeover Lunch	Beaufort
16 July 2024	Council Briefing	Beaufort
16 July 2024	Council Meeting	Beaufort
22 July 2024	Anniversary Ararat Train Line Opening	Beaufort
25 July 2024	Committee for Ballarat Round Table Dinner	Ballarat
26 July 2024	RCV Committee Meeting	Virtual
26 July 2024	Cave Hill Creek Post Bushfire Bash	Cave Hill Creek

Cr Ron Eason – Avoca Ward		
9 July 2024	Council Briefing	Beaufort
9 July 2024	Council Cuppa and Chat	Waubra
10 July 2024	Opening The Art of Gold – Central Goldfields Art Gallery	Maryborough
11 July 2024	ERV Raglan Community Visit	Raglan
15 July 2024	Natte Yallock Recreation Reserve Committee Meeting	Natte Yallock
16 July 2024	Council Briefing	Beaufort
16 July 2024	Council Meeting	Beaufort

Cr Tanya Kehoe – Mount Emu Ward		
9 July 2024	Council Briefing	Beaufort
9 July 2024	Council Cuppa and Chat	Waubra
16 July 2024	Council Briefing	Beaufort
16 July 2024	Council Meeting	Beaufort

OFFICER RECOMMENDATION

That Council notes this report.

11. ASSEMBLY OF COUNCILLORS**11.1. ASSEMBLY OF COUNCILLORS - JULY 2024**

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	9 July 2024 commenced at 1.00pm and closed at 4.30pm		
Meeting Location	Council Chamber, Beaufort		
Items Discussed	<div>1. Fair Access Policy</div> <div>2. Swimming Pools</div> <div>3. Waubra</div> <div>4. Grant Programs</div> <div>5. Australia Day Expressions of Interest</div> <div>6. ALGA NGA</div> <div>7. CEO Update</div>		
ATTENDEES			
Councillors	<div>Mayor Cr Robert Vance</div> <div>Cr David Clark</div> <div>Cr Damian Ferrari</div> <div>Cr Ron Eason</div> <div>Cr Tanya Kehoe</div>		
Apologies	Nil		
Staff	<div>Jim Nolan (Chief Executive Officer)</div> <div>Douglas Gowans (Director Assets and Development Services)</div> <div>Kathy Bramwell (Director Corporate and Community Services)</div> <div>Jerry van Delft (Manager Community Wellbeing & Partnerships) item 1, 2 and 3</div> <div>Baylie Lang (Recreation Development Co-ordinator) item 1, 2 and 3</div>		
Visitors	Nil		
CONFLICT OF INTEREST DISCLOSURES			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil.			

MEETING INFORMATION			
Meeting Name		Councillor Briefing Session	
Meeting Date		16 July 2024 commenced at 1.00pm and closed at 5.30pm	
Meeting Location		Council Chamber, Beaufort	
Items Discussed		1. Cyber Security 2. Safer Local Roads and Street Program (SLRSP) 3. Positive Ageing Update 4. Telstra Update 5. Onsite Domestic Wastewater Management Plan 6. Industrial Land 7. Engagement and Communication 8. CEO Update	
ATTENDEES			
Councillors		Mayor Cr Robert Vance Cr David Clark Cr Damian Ferrari Cr Ron Eason Cr Tanya Kehoe	
Apologies		Nil	
Staff		Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Assets and Development Services) Kathy Bramwell (Director Corporate and Community Services) Scott Wright (Manager information management) item 1 Daniel Potter (Manager Engineering) item 2 Manisha Bala (Engineering Intern) item 2 Santosh Bhattarai (Engineering Intern) item 2 Sheena Brown (Positive Ageing Coordinator & Regional Assessment Officer) item 3 Jerry van Delft (Manager Community Wellbeing & Partnerships) item 3 and 7 Ray Davies (Manager Economic Development & Tourism) item 4 and 6 Melissa Dimond (Business Support and Events Officer) item 4 Rachel Blackwell (Manager Planning & Development Services) item 5 Susy Boord (Administrative Support Officer – Environmental Health) item 5 Peter Wright (EHO, Kernow) item 5 Leah Heinrich (Senior Communications Officer) item 7	
Visitors		Marcus Swinburne (Telstra) item 4	
CONFLICT OF INTEREST DISCLOSURES			
Item No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

OFFICER RECOMMENDATION

That Council notes this report.

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12. ITEMS FOR DECISION

12.1. ECONOMIC DEVELOPMENT AND TOURISM

12.1.1. LOCAL AREA ACTION PLAN

Presenter: Jim Nolan - Chief Executive Officer

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

Report Author: 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: 62/10/04

PURPOSE

To present the Pyrenees Local Area Action Plan, a ten-year strategy for tourism in the Shire for Councils' endorsement.

BACKGROUND

The Tourism Midwest Destination Management Plan and Pyrenees Local Area Action Plan were reported to the June Council meeting and provide a ten-year strategic focus for tourism to 2033.

The ten-year timeline to 2033 is consistent with the Victorian Governments "Experience Victoria 2033" plan.

The Pyrenees LAAP will supersede the 2016 – 2019 Tourism Strategy.

The objectives of the Pyrenees LAAP strategy are to grow the level of tourism activity from 223,000 visitors spending \$37.1 million in 2023 to reach 320,000 visitors spending \$72.6 million by 2033 representing a 95% uplift in expenditure.

A copy of the Pyrenees LAAP is attached to this agenda item and identifies the development of key areas of priority for tourism investment and actions required by Council to achieve the abovementioned targets.

The following initiatives have been identified as the higher priorities for the Pyrenees:

- Undertake a destination brand exercise
- Development of cycle experiences around Beaufort, Avoca and Moonambel
- Redevelopment of Beaufort Lake Caravan Park
- Boutique accommodation
- A centralised cellar door experience
- Streetscape enhancements in Avoca and Beaufort

The Pyrenees LAAP incorporates detailed action plans and proposed expenditure budgets.

Following a report on the LAAP to the June Council meeting the Pyrenees LAAP was placed on public display for a period of four weeks. This has allowed tourism stakeholders and the community a final opportunity to provide input to the plan through Councils' Engage Hub, or via contact with the Economic Development and Tourism Unit.

Direct email communications have been made with tourism businesses at the time the LAAP was placed on public exhibit and in the final week of the Engage Hub closing.

Advertisements were also included in Council's public notices in local papers and information shared via Councils Facebook page.

During this time there were:

- 568 page views
- 342 unique visitors to the portal
- 65 total registered users
- 292 total aware stakeholders; these are unique visitors who have viewed the project page, minus any visitors who have undertaken any activity eg: downloaded a document, viewed a video, completed a survey etc.
- 82 total informed stakeholders. Any unique visitor who has viewed a latest news item, viewed a document, viewed a video, viewed a FAQ minus any user that has engaged eg: done a poll, survey, ideas wall, interactive mapping, interactive document, forum.

Six responses were provided during the public exhibit period either through the Engage Hub or by direct email and responses to these will be provided.

ISSUE / DISCUSSION

Of the six submissions provided we received comments as follows:

- Deleting reference to Clunes as being one of the towns in the Pyrenees. The final document will be updated to reflect this
- One tourism operator expressing an interest in being a part of engaging in the Pyrenees
- Due to the many things that can change over ten years, a suggestion of having a shorter timeframe for the strategy. While the strategy has an end date of 2033 to coincide with the Experience Vitoria 2033 plan and Tourism Midwest Vic Destination Plan the plan may be reviewed within the ten-year timeline and it is anticipated that operational reviews will occur annually
- Suggestions about the level of engagement. Details of engagement are provided under the Community Engagement section of this report
- Acknowledgement that this is a great document
- Comments relating to the burden on volunteers who run community markets which will be responded to separately
- Questions relating to the level of engagement of key stakeholder groups which has been responded to separately.

The final version of the LAAP will be updated to reflect the first item listed above.

A final check is also being made of the number of tourists visiting the Avoca and Beaufort Visitor Information Centres which is mentioned on page 26 to ensure the accuracy of this data.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 2 - Place

2c. Promote responsible development.

Priority 4 - Economy

4a. Support our local businesses and help to strengthen key industries.

4c. Encourage and invest in assets and infrastructure for commerce and community.

Enabling Principles

c. Use resources efficiently and effectively

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

The methodology of developing both the Pyrenees LAAP and Tourism Midwest Sustainable Destination Plan has included:

- A community survey
- Detailed analysis of tourism data incorporating an understanding of visitor demographics
- A synopsis of related tourism plans at a state and regional level
- An examination of the visitor profiles of people coming to the region
- Analysis of expenditure data, visitor numbers, trends and forecasts to understand priority markets
- Workshops with tourism operators
- One on one consultation with tourism operators
- Consultation with Pyrenees Grapegrowers and Winemakers Association
- Consultation throughout the strategic process with a working group comprising local government tourism staff from across the TMV region and State Government representatives.
- Consultation with the TMV board which comprises five industry representatives elected to the board and the CEO (or delegate) from each of the local government partners.
- Placing the draft version of the LAAP on the Councils' Engage Hub for a period of four weeks during which direct contact has been made with the Shires tourism businesses by email, industry newsletters and during conversations with the tourism sector.
- Three council briefings

ATTACHMENTS

1. Pyrenees draft LAAP 20052024 [12.1.1.1 - 71 pages]

FINANCIAL / RISK IMPLICATIONS

The action plans within the LAAP identify a range of activities requiring investment by local government and other stakeholders.

The Pyrenees LAAP has a ten-year timeline in which to deliver the key actions within the activity plan section. Council has allocated funds for tourism within the 2024-25 budgets to meet these objectives where they are within Councils financial capacity to do so.

Any investment sought of Council for LAAP initiatives will either be accommodated within approved annual budget allocations for Economic Development and Tourism, or alternatively, if an initiative which is outside established budget parameters is considered a priority, it will be reported to Council for consideration.

CONCLUSION

The Pyrenees LAAP has been prepared following broad consultation with community, tourism operators, tourism and business associations, and local government partners.

The document identifies targets for increased tourism expenditure, summarises the priority investment opportunities, actions and directions which Councils Economic Development and Tourism team and TMV will focus on over the ten- year lifespan of the strategy. The action plans within each of these strategies identify the means of achieving the strategic objectives to grow the tourism industry across the Pyrenees.

The Pyrenees LAAP was placed on public display for a period of four weeks to allow a final opportunity for feedback by tourism industry stakeholders and the community and is now presented to Council for endorsement subject to minor amendments outlined in the Issue/Discussion section of this report.

OFFICER RECOMMENDATION

That Council:

1. Endorses the Pyrenees Local Area Action Plan subject to any changes recommended in this report.

12.2. ASSET AND DEVELOPMENT SERVICES

12.2.1. CENTRAL VICTORIAN UPLANDS BIOLINK STUDY

Presenter: Douglas Gowans - Director Asset and Development Services

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

Report Author: Noel McKeegan – Environment and Sustainability Officer

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

File No: 30/18/02

PURPOSE

The purpose of this report is to seek Council endorsement for participation in a proposed regional biolink study designed to increase understanding of native ecosystems and improve biodiversity outcomes in the region.

BACKGROUND

Pyrenees Shire has recently been approached by the City of Ballarat to join neighbouring councils in a regional biolink study. The Connectivity for Central Victorian Uplands study concept proposes to use a multi-species approach (refer to attachment) to identify wildlife corridors over an area of 10461.35 sq kilometres across the Central Victorian Uplands, covering the southern and central western parts of the Pyrenees Shire.

The proposed study, which is to be conducted by the is to be conducted by the Arthur Rylah Institute for Environmental Research, also covers parts of the Shire of Moorabool, Shire of Golden Plains and Shire of Hepburn and traditional lands of the Wadawarrung, Wurundjeri, Eastern Maar and Dja Dja Wurrung tribes.

Species proposed for the analysis include the Agile Antechinus, Echidna, Koala, Brush-tailed Phascogale, Grey Shrike Thrush, White-eared Honeyeater, Black Rock Skink, Blotched Bluetongue and White-lipped Snake, many of which occur in the Pyrenees Shire.

ISSUE / DISCUSSION

Pyrenees Shire contains 140,580 ha of native vegetation, which covers 20.1% of the region, and is home to more than 733 native plant species and 285 native animal species.

Council has committed to improve the biodiversity values of Pyrenees Shire for future generations through its Biodiversity Action Plan 2016, which puts the need to increase our understanding of biodiversity values and threats amongst the community as one of its seven key components, and recognizes the value of increasing our fundamental understanding of native ecosystems in the Shire through expert consultation.

The potential benefits of participation in the proposed study include:

- Identifying priority corridors for protection and restoration to offset the impacts of habitat loss on biodiversity
- Extending habitat range of key species and enhancing genetic diversity between the Brisbane Ranges and Mt Cole
- Better informing landowners and community-led groups undertaking programs to enhance biodiversity
- Expanding our knowledge of the current condition, known threats and the predicted impacts of climate change on native ecosystems
- Establishing a scientific basis for review of Environmental Significance Overlays and Vegetation Protection Overlays
- Identifying possible key properties for acquisition or rezoning

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 3 - Environment

- 3a. Continue being an environmentally progressive organisation.
- 3c. Encourage community care of biodiversity and natural values.

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

ATTACHMENTS

- 1. Identifying wildlife corridors for the restoration of regional habitat connectivity [**12.2.1.1** - 14 pages]
- 2. Central Victorian Uplands map [**12.2.1.2** - 1 page]

FINANCIAL / RISK IMPLICATIONS

Discussion with City of Ballarat has raised that a proportional contribution with participating councils is proposed. While no provision for this project has been made in the 2024-25 budget, combining resources with neighbouring LGAs represents an opportunity to obtain valuable research that would be extremely challenging if undertaken alone.

CONCLUSION

The Central Victorian Uplands Biolink project would enhance biodiversity outcomes of the region in-line with the Pyrenees Shire's commitment to encourage biodiversity and natural values.

OFFICER RECOMMENDATION

That Council:

- 1. That Council provides in principle support for the Connectivity for Central Victorian Uplands Biolink study and considers a future contribution to the project once project costs are confirmed.

12.2.2. AMENDMENT C47PYRN TOWNSHIP FRAMEWORK PLANS

Presenter: Douglas Gowans - Director Asset and Development Services

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

Report Author: {author-name} – {position}

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

File No: 66/20/53

PURPOSE

The purpose of this report is to:

- Update Council on the progress of Planning Scheme Amendment C47pyrn to incorporate the Framework Plans for Snake Valley, Waubra and Lexton into the Pyrenees Planning Scheme
- Notify Council of the intention to formally exhibit Planning Scheme Amendment C47pyrn in November 2024.

BACKGROUND

The 'Pyrenees Futures' project commenced in 2018. 'Pyrenees Futures' aimed to develop a range of policies and strategies for sustainable growth and development of communities and was strongly focused on local identity and character. The project was focused on the townships of Snake Valley, Waubra and Lexton.

'Pyrenees Futures' included a strategic planning component that aimed to deliver contemporary planning policies specifically developed for each township to guide future development. Following extensive community consultation, the three township plans resulting from the project were adopted by the Council at its Ordinary Meeting of the 19 March 2019.

At the Ordinary Meeting 18 February 2020, Council agreed to seek authorisation from the Minister for Planning to formally prepare and exhibit a planning scheme amendment for the three framework plans in accordance with the *Planning and Environment Act 1987*. Conditional authorisation for Amendment C47pyrn was subsequently granted by the Planning Minister and included conditions requiring modifications to the amendment.

Since this time, Councils Planning team have been working with the (former) Department of Environment, Land, Water and Planning's Regional Planning Hub to redraft the amendment to addresses the current format required and the conditions of authorisation. This work is now complete, and officers can progress the planning scheme amendment.

It is proposed to publicly exhibit Planning Scheme Amendment C47pyrn for at least one calendar month commencing November 2024 (date TBA) as required by the Planning and Environment Act 1987. Letters will be sent to residents identified and adjacent to the township boundaries of Snake Valley, Waubra and Lexton. Advertisements providing notice of the amendment will be placed in the local newspaper, online via the Council's website, the engagement hub and in the Government Gazette. Council officers also intend to undertake drop-in sessions with each local community. During the exhibition period, landowners, community members and government agencies will be invited to make submission to Council on the proposed amendment.

ISSUE / DISCUSSION

A full description of Planning Scheme Amendment C47pyrn is provided in **Attachment 1** – Explanatory Report.

The amendment includes the following components:

- Inserting the framework plans for Snake Valley, Waubra and Lexton and new local policy for each township.
- A Design and Development Overlay will be introduced to land north of Waubra to protect the character and values of the area.
- Some existing residential properties in Waubra will be removed from the Farming Zone and included in the Low-Density Residential Zone.
- In Lexton, some properties that are suitable for development will have the Restructure Overlay removed, with some rezoned from Farming Zone to Low Density Residential or Rural Living Zone.
- Each township will have areas identified that may be suitable for future residential development through further strategic work.

The Council is expected to receive submissions in relation to Planning Scheme Amendment C47pyrn. While extensive community consultation was undertaken as part of the 'Pyrenees Futures project,' stakeholders will not have viewed the amendment in the final prepared form. In addition, some landownership may have changed since the project consultation which was several years ago.

Any submissions received in relation to Planning Scheme Amendment C47pyrn will be required to be considered at an ordinary meeting of the Council.

The *Planning and Environment Act 1987* has an established process for unresolved submissions (where the Council is unable or unwilling to change the amendment in response to submissions). This requires the Council to request the appointment of an independent panel (administered by Planning Panels Victoria). The planning panel would invite all submitters to be heard about the amendment, before making recommendations to the Minister for Planning.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

- 1b. Support a vibrant community arts, culture, and heritage environment.
- 1d. Promote health, wellbeing, engagement, and connection.
- 1e. Improve social outcomes.

Priority 2 - Place

- 2a. Sustain and enhance unique character of our communities.
- 2b. Enhance the liveability and resilience of our communities.
- 2c. Promote responsible development.

Priority 3 - Environment

- 3b. Foster a climate change resilient community.
- 3c. Encourage community care of biodiversity and natural values.

Priority 4 - Economy

- 4c. Encourage and invest in assets and infrastructure for commerce and community.

Enabling Principles

- a. Motivate and inspire community involvement

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

Extensive consultation for the 'Pyrenees Futures' project was undertaken that included public meetings and drop-in sessions, surveys, and a three-month consultation period.

As the Council has now reached the formal amendment stage of the process, the consultation process will be undertaken in accordance with the requirements of the Planning and Environment Act 1987. The council will engage with stakeholders throughout the process to ensure that the amendment is understood, and the community is supported to make submissions.

ATTACHMENTS

1. Attachment 1 C47pyrn Explanatory Report [12.2.2.1 - 14 pages]

FINANCIAL / RISK IMPLICATIONS

It is likely there will be submissions made to Council, and any unresolved submissions would require Council to request the appointment of an independent planning panel. Costs associated with the panel process must be met by the Council and form part of the budget allocation for Strategic Planning 2024-2025.

CONCLUSION

Planning Scheme Amendment C47pyrn is the finalisation of the Pyrenees Future project and represents an important stage of converting this work to outcomes in the Pyrenees Planning Scheme. The planning scheme amendment, once completed, will make positive long-term changes to the communities of Snake Valley, Waubra and Lexton and guide future growth and development.

OFFICER RECOMMENDATION

That Council:

1. Notes the completion of the preparation of Planning Scheme Amendment C47pyrn and the proposed formal exhibition that will commence in November 2024.

12.2.3. PLANNING AND DEVELOPMENT UPDATE - AUGUST 2024

Presenter: Douglas Gowans - Director Asset and Development Services

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

Report Author: Rachel Blackwell – Manager Planning and Development Services

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

File No: 66/02/02

PURPOSE

This report was prepared to give the Council a summary of activities within the Planning and Development department, for April, May, and June 2024.

The Planning and Development team is responsible for administering a range of regulatory functions identified within the following Acts, Regulations, Codes and Standards:

- Local Government Act 2020
- Planning and Environment Act 1987
- Planning and Environment Regulations 2015
- Building Act 1993
- Building Regulations 2018
- National Construction Codes
- Environment Protection Act 2017
- Water Act 1989
- Public Health and Wellbeing Act 2008
- Food Act 1984
- Tobacco Act 1987
- Domestic Animals Act 1994
- Domestic Animals Regulations 2015
- Country Fire Act 1958
- Impounding of Livestock Act 1994
- Road Safety Act 1986
- Protection of Cruelty to Animals Act 1986
- General Local Law 2019

PART A: PLANNING

PLANNING PERMIT DATA	APRIL	MAY	JUNE	FINANCIAL YEAR TO DATE
Permit applications received	8 (9)	3 (4)	7 (5)	83
Permits Granted (91.78% of applications decided within statutory time frame)	5 (3)	8 (5)	10 (2)	72
Permits refused	0	0	0	0
Time extensions granted	2	2	2	16
Secondary consents approved	2	4	0	20
Estimated cost of works			\$73M for the quarter	\$132M for the financial year

Planning Enquiries April – June 2024

The Planning Department received 362 calls for the April to June Quarter. Of these calls 157 related to current planning permit applications or existing planning permit enquiries. 205 calls related to pre-purchase or pre-application enquiries. It is noted that call numbers increased dramatically from the first to second quarter of the year, specifically in relation to pre-purchase enquiries.

Planning Team Resourcing

The planning team is using URPS to help deliver statutory planning services. The team recently received funding from the Regional Planning Hub to continue this service until the end of 2024.

Bushfire Recovery

The work of the Bushfire Planning Support service continues with one planning permit issued and the planning team working with several other property owners within the fire affected area for assistance with their rebuild.

The planning team and heritage advisor continue to work with the owners of Belmont at Main Lead which is on the State Heritage Register and the State Bushfire Emergency Recovery Team (heritage) to assist in clean up, maintenance and procurement of heritage grants for rebuild and repairs of heritage assets impacted by the fires.

The planning team received a grant from the Regional Planning Hub to help prepare a Municipal Bushfire Plan for the municipality. The plan is a key piece of work in determining and managing risk and will assist in

the implementation of the strategic work program and preparation of future settlement strategies / township planning

Cargnham Memorial Church Heritage Listing

The planning team supported the Cargnham Memorial Church congregation by providing a submission in support of the inclusion of the church on the Victorian Heritage Register. Following a hearing where the church was supported by several heritage advisors who provided evidence in relation to the church it has recently been determined by the Heritage Council that the Carngham Memorial Church located at 954 Linton-Carngham Road, Snake Valley, is of State-level cultural heritage significance and is to be included in the Heritage Register in the categories of Registered Place and Registered Objects Integral to a Registered Place. This is a great outcome for the Cargnham and Snake Valley community.

VCAT

A VCAT objector appeal about 61-63 High Street Beaufort will take place on the 9 August 2024.

Better Approvals

The Planning Department is implementing the Better Approvals Program which provides best practice resources for Councils to streamline local planning processes. Several internal processes have been updated and the better approvals program best practice information and other resources have been included on our website to assist customers with the planning process. The latest updates will be communicated to the community via the noticeboard and social media posts.

Creative Community Strategy

The Creative Community Strategy discussion paper was released to the public in December 2023 and workshops were held in February 2024. We are continuing to finalise the draft strategy with involvement from both the planning and community development team. It is anticipated that consultation on the DRAFT strategy will take place towards the end of 2024.

Strategic Planning Program

The 2023-24 strategic planning program includes:

- **Amendment C47Pyrn**, which proposes to incorporate the Snake Valley, Waubra, and Lexton framework plans into the Pyrenees Planning Scheme. ***This amendment will be considered by the council at the August meeting. Exhibition of the amendment will commence in November 2024.***
- Council has undertaken a **review of the Pyrenees Planning Scheme** to ensure it contemporariness and satisfaction against Councils legislative requirement under S12B of the Planning and Environment Act 1987. ***This includes acknowledgement of the new strategic planning program.***
- **Flooding** - This amendment has also progressed with the planning team receiving funding from the Regional Flood Amendments Program to progress the planning scheme amendment to incorporate several completed flood studies into the Pyrenees Planning Scheme. ***Work has commenced and we hope to progress the amendment to exhibition in early 2025.***
- The Strategic Planning Team are also involved in technical reference and consultation groups relating to state renewables projects such as the ***Western Renewables Link, and several Wind Farms and will be making submissions in relation to Plan for Victoria and the Victorian Transmission Plan.***

PART B – BUILDING

BUILDING ACTIVITY	April	May	June	Financial YTD
Private Building Permits	16	16	10	159
'Property Info Cert' issued	17	20	54	222
Building Notice/Order issued	15	1	1	28
Building Inspections	20	12	9	117

Building Notices

A high number of building notices were issued in April due to the Bayindeen Fire Event. Building orders are now being closed out following the demolition of remaining structures by Emergency Recovery Victoria Bushfire Clean Up Program and insurance contractors.

Property Information Certificates

There was a substantial increase in Property Information Certificates in June due to a request relating to a large property in Moonambel with multiple titles. Well done to the building and administration team in dealing with this difficult request.

PART C – ENVIRONMENTAL HEALTH

	Apr	May	Jun	FY Total
Wastewater				
Application to Install or Alter system	1	1	3	37
Permit to Install or Alter issued	4	2	2	38
Approval to Use issued	6	8	4	37
Wastewater inspections	8	14	6	85
Domestic Wastewater Management Plan inspections	0	0	0	62
Domestic Wastewater Service Agent reports	10	6	5	91
Wastewater related complaints	0	0	0	1
Fees Paid	\$743.30	\$743.30	\$1486.60	\$27402.7
Public Health				
New Premises or Transfers	2	1	2	16
Registration Renewals	0	2	0	100

Premises Closures	1	0	2	19
Routine and Follow Up Inspections	5	27	6	188
Complaints about Registered Premises	0	1	0	7
Food Recalls	6	8	10	63
Mobile/Temporary Food Applications	8	8	1	49
Mobile/Temporary Food Inspections	0	1	0	14
Mobile/Temporary Food Statements of Trade	38	21	15	255
Fees Paid	\$644.50	\$2165.50	\$452.50	\$40672.9

Tobacco Test Purchasing

Tobacco test purchasing was conducted in July 2024. Test purchasing was conducted at nine tobacco retailers with all operators in compliance.

Food Sampling

Food sampling was also completed in July on Class 1 food premises. Laboratory results were returned with premises being compliant.

ODWM (Onsite Domestic Wastewater Management) Plan

The council's new Onsite Domestic Wastewater Management plan was adopted by the council in July. The team looks forward to implementing the recommendations of the plan.

PART D – COMMUNITY SAFETY AND AMENITY

ACTIVITY - Animals

	April	May	June	Total FYTD
Cats Registered	N/A	N/A	467	-
Dogs registered	N/A	N/A	1994	-
Cats impounded	4	6	3	172
Cats reclaimed	2	2	0	13
Cats Euthanised	2	2	0	137
Dogs impounded	0	1	3	27
Dogs Reclaimed	0	1	2	24
Dogs Euthanised	0	0	0	0
Stock impounded	1	2	0	26

ACTIVITY - Infringements

Infringement Type	April	May	June	Total FYTD
Domestic Animals Act	2	2	6	60
Local Laws	0	2	9	42
Road Safety Act	4	10	16	44
Environment Protection Act	0	0	0	2
Impounding of Livestock Act	0	0	0	0
CFA Act	0	0	0	56
Other	0	0	0	2
Total Infringements Issued	6	14	31	206
Prosecutions	2	0	7	35

Animal Registrations

Animal registration renewals are now well overdue. Officers have slowly been following up with owners and issuing infringements where warranted.

Parking Enforcement

Recently there have been negative comments posted on Facebook about parking enforcement in the Shire. This resulted in a media inquiry to the Council and an article in The Advocate. In response to the article council officers received positive feedback from business owners and the public in relation to parking enforcement which ensures access to disabled parking spaces and access to local businesses.

In addition to this, last month, we received a letter from the staff at the Beaufort Op-Shop requesting permission to park their vehicles on the footpath and nature strip adjacent to the shop given that there is no

rear access. Unfortunately, this was not possible due to the proximity of the intersection and the hazard it would create for pedestrians and motorists. Officers met with the staff at the shop and made some suggestions to resolve the matter, which was appreciated. A solution was reached to install a ¼ hour parking sign for one vehicle in the space closest to their store. In the end all parties were happy with the result. Signs will be installed shortly.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

- 1b. Support a vibrant community arts, culture, and heritage environment.
- 1d. Promote health, wellbeing, engagement, and connection.

Priority 2 - Place

- 2a. Sustain and enhance unique character of our communities.
- 2b. Enhance the liveability and resilience of our communities.
- 2c. Promote responsible development.

Priority 3 - Environment

- 3a. Continue being an environmentally progressive organisation.

Priority 4 - Economy

- 4a. Support our local businesses and help to strengthen key industries.

Enabling Principles

- b. Provide transparency and accountability
- c. Use resources efficiently and effectively

ATTACHMENTS

Nil

OFFICER RECOMMENDATION

That Council:

1. Notes the information and endorses the activity contained in this report is report.

12.3. CORPORATE AND COMMUNITY SERVICES

12.3.1. EMERGENCY MANAGEMENT

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: 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: 28/06/04

PURPOSE

This report provides a progress report on the review of the Municipal Emergency Management Plan and seeks endorsement of the re-appointment of mandated emergency management roles.

BACKGROUND

Section 59 of the Emergency Management Act 2013 provides for the emergency-related functions of a municipal council including:

- Nominating one of the following people to be the chairperson of the MEMPC – CEO or a nominated council officer.
- Appointing one or more Municipal Emergency Management Officers (MEMO).
- Appointing one or more Municipal Recovery Managers (MRM).

Section 60 of the Act provides for the preparation, consultation, and review of Municipal Emergency Management Plans (MEMPs).

ISSUE / DISCUSSION

Municipal Emergency Management Officer (MEMO)

The Emergency Management Act 2013 requires councils to appoint a Municipal Emergency Management Officer (MEMO). At its meeting in November 2023, the Council appointed the Director Corporate & Community Services as the MEMO.

This appointment was intended to be only temporary until appropriate resources were appointed that could undertake this role. This role is normally fulfilled by the incumbent within the governance management position. With the role of Manager Governance & Performance now appointed, and the incumbent receiving appropriate training to fulfil the MEMO role, it is proposed that this role be transferred to this officer.

The key responsibilities of the MEMO are:

- Liaising with agencies in relation to emergency management activities for the municipal district, and
- Assisting in the coordination of the emergency management activities for the Council.

This role is the primary lead in municipal emergency management planning and preparation, supported by the Emergency Management Coordinator and deputy MEMOs.

It is now recommended that the Council resolves to appoint, with immediate effect, the:

- Manager Governance & Performance as the Municipal Emergency Management Officer (MEMO).

It is proposed that the Director Corporate & Community Services remains as a Deputy Municipal Emergency Management Officer.

Chairperson – Municipal Emergency Management Planning Committee (MEMPC)

The Council re-established the Municipal Emergency Management Planning Committee (MEMPC) in its current form at its meeting of 15 September 2020. The Act requires the Chair of this Committee to be the Chief Executive Officer of the municipal council, or a council officer nominated by Council.

At its meeting on 15 September 2020, the Council appointed the Municipal Emergency Management Officer (MEMO) to act as Chairperson for the MEMPC, further ratified by Council in November 2023.

Municipal Emergency Management Plan (MEMP)

Council's MEMPC has recently concluded a review of the Pyrenees Shire Municipal Emergency Plan (MEMP) and supporting Pyrenees Shire Emergency Animal Welfare Sub-Plan. As part of this review, the MEMPC conducted self-assessment of the plans and have submitted the final plans for evaluation and endorsement by the Grampians Regional Emergency Management Planning Committee.

It is with pleasure that endorsement has now been received and the MEMP has been published on Council's website.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

- 1a. Prepare for emergencies and ensure community safety.
- 1e. Improve social outcomes.

Enabling Principles

- c. Use resources efficiently and effectively

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

The positions of MEMO and MRM are publicly disclosed to the community, but no external engagement was required before submitting for Council appointment.

The draft Municipal Emergency Management Plan was put on exhibition for community feedback during October 2023, with no submissions being received.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

All financial and risk implications are included within the body of this report, where existing.

CONCLUSION

With a change in officers, the Council is asked to re-appoint the mandated positions of MEMO and MRM as detailed in the report's body. In accordance with the scheduled review period, the Pyrenees Shire Municipal Emergency Management Plan has been ratified by the Regional Emergency Management Planning Committee and has been published on Council's website.

OFFICER RECOMMENDATION

That Council:

1. Notes the ratification of the Pyrenees Shire Municipal Emergency Management Plan by the Regional Emergency Management Planning Committee.

2. Appoints the following officers as Municipal Emergency Management Officers (MEMO) and Deputy MEMOs with immediate effect:
 - MEMO – Manager Governance & Performance
 - Deputy MEMO – Director Corporate & Community Services

12.3.2. PUBLIC TRANSPARENCY POLICY

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: 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

To seek Council adoption of the reviewed Public Transparency Policy.

BACKGROUND

In accordance with the Local Government Act 2020, a Public Transparency Policy was developed and adopted in June 2020.

ISSUE / DISCUSSION

In accordance with the policy framework review schedule the Public Transparency Policy was reviewed in May 2024. The review included obtaining feedback from members of the Council Senior Leadership Team.

This review identified that there were no updates required.

The Council is now requested to adopt the attached Public Transparency Policy with updated review dates included.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Enabling Principles

b. Provide transparency and accountability

ATTACHMENTS

1. POLICY Public Transparency Policy 2024 [12.3.2.1 - 7 pages]

FINANCIAL / RISK IMPLICATIONS

There are no financial risk implications with this report. It would be a breach of the Local Government Act 2020 if the current Public Transparency Policy were not maintained.

CONCLUSION

The Council Public Transparency Policy was reviewed in accordance with the review schedule with no changes required. The Council is requested to adopt the updated policy attached.

OFFICER RECOMMENDATION

That Council Resolves to adopt the updated Public Transparency Policy.

12.3.3. FAIR ACCESS POLICY AND ACTION PLAN

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: Baylie Lang – Recreation Development Co-ordinator

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

File No: 56/08/02

PURPOSE

Following a successful community exhibition period, officers seek Council adoption of a Pyrenees Shire Fair Access Policy and subsequent support to implement an associated action plan.

BACKGROUND

The Fair Access Policy Framework is an Australia-first process that aims to give women and girls better and fairer access to community sports infrastructure and programs.

Developed via a framework by the Office for Women in Sport and Recreation (in partnership with VicHealth and Sport and Recreation Victoria), it requires all Victorian local government authorities to adopt a gender equitable access and use policy by September 2024.

This initiative ensures all Victorian councils proactively make available the fundamental opportunities for sport and active recreation on an equal basis to all members of our community.

The Fair Access process enables Council community sport and recreation policies, programs, and services to facilitate both procedural and cultural change, enabling the full benefits of sport and recreation, being made available to all.

ISSUE / DISCUSSION

The Fair Access policy and action plan (as found at **Attachments One and Two**) will assist Council in educating, promoting, and making sustainable change toward equality in our sporting and recreational communities.

Working with community partners, Council will continue to design and implement placed based initiatives that progress gender equality in community sport and leisure. The policy applies to:

- Community Asset Committees,
- Council Licensed Recreation Reserve Committees, and
- Council appointed land managers of Recreation Reserves and Aquatic Facilities.

The policy commits Council to consider opportunities to strengthen gender equitable access and use of community sports and leisure facilities in alignment with 6 Fair Access Principles. These principles include inclusivity, full participation, equitable access, equal representation, encouraging and supporting user groups, and prioritising user groups committed to equality.

In developing the Pyrenees Fair Access Policy and Action Plan, it acknowledges barriers experienced by women and girls in accessing community sport and leisure infrastructure. Council's approach will ensure a continued commitment to working within an intersectional approach in the development of policies, programs and community recreational projects.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

1c. Improve accessibility and inclusivity.

- 1d. Promote health, wellbeing, engagement and connection.
1e. Improve social outcomes.

Priority 2 - Place

- 2b. Enhance the liveability and resilience of our communities.

Enabling Principles

- a. Motivate and inspire community involvement

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

The Fair Access Policy and Action Plan were on public exhibition for 28 days from 20 July 2024 to 17 August 2024, allowing the community to provide feedback and input into the draft Action Plan and Policy.

The documents were accessible for review and or download from Council's online Engagement Hub (<https://engage.pyrenees.vic.gov.au/>), where they could complete an online survey in response to these documents. Alternatively, community could discuss their thoughts with Council's Community Development Team.

Community sport and recreation clubs were directly invited to participate via an email notification. The broader community were made aware of the feedback opportunity, via consecutive weeks of print media and social media posts during the exhibition period.

At the close of the exhibition period, four (4) community surveys were lodged. Three (3) of the four (4) respondents noted they were either a player participant or volunteer at a Pyrenees Shire sporting club. The submissions provided the following:

Survey Question	Community Response	Officer Response
Which of the below options best describes your response to the draft policy (and action plan)?	Defined Field option selection: <ul style="list-style-type: none"> All respondents selected either 'Satisfied 'or 'Somewhat Satisfied' (no selections on 'dissatisfied' options). 	Support noted
What excites you about this policy (and action plan)?	<ul style="list-style-type: none"> It is good that council actively communicate with rate payers they consider all genders in policy making. This creates better transparency and inclusiveness. A more inclusive community; But also providing more resources to our community. We lack a lot in our ever-growing community, I think there is a lot of room for improvement, starting with the youth. That the policy acknowledges gender diversity and all abilities inclusion. 	Transparency and inclusivity of process noted.
What concerns (if any) do you have about this policy and action plan?	<ul style="list-style-type: none"> All genders/abilities should be considered equally in every council policy of this type. My concerns would be seeing these actually implemented and followed through. My focus is the youth. That fair access is specific to women and girls and doesn't include gender diversity and all ability. 	Implementation of this policy and use of Gender Impact Assessments (GIA's) on recreation projects, ensures application of an intersectional approach to planning, incl. women, men, non-binary and gender diverse people with or without other intersectional

		attributes. This includes recognition of all abilities (physical and neurodiverse) and meeting responsibilities within the Disability Discrimination Act (1992).
Do you have any specific feedback about the draft policy or action plan?	<ul style="list-style-type: none"> • Hope council ensures good communication and consultation with the relevant groups. • That I'd like to see it focus on the youth. I have a daughter that was unable to play football for the local club, due to being too old at 15 and not having the same stamina as a male. We don't have a girls side. 	<p>The Action Plan commits Council to an update of its website to include a dedicated page with information on Fair Access and local sport opportunities and promotions for women and girls.</p> <p>Council will work with local sporting clubs, youth service providers and Sports Central to encourage improved access to all gender sport.</p>

Given positive feedback, no changes have been made to the Policy and Action Plan to those that were placed on public exhibition.

ATTACHMENTS

1. Fair Access Policy [**12.3.3.1** - 6 pages]
2. Fair Access Action Plan [**12.3.3.2** - 8 pages]

FINANCIAL / RISK IMPLICATIONS

By adopting and implementing the Policy and Action Plan, Council will comply with requirements under the Gender Equality Act 2020.

Adoption of the Policy ensures that Council remains eligible for state government community sports infrastructure funding.

Through the engagement process, four (4) survey responses were received. This suggests there is broad community support for the adoption of the policy.

CONCLUSION

Adoption of the Fair Access Policy is a pivotal initiative to address barriers for women, girls and gender diverse people, to enjoy equal access and inclusion in community sport and recreation. Following a 28-day community comment period, the Policy is presented to Council for adoption.

OFFICER RECOMMENDATION

That Council:

1. Adopts the Fair Access Policy as presented at Attachment One; and
2. Supports the progressive implementation of the Fair Access Action Plan as presented at Attachment Two.

12.3.4. COUNCIL PLAN PROGRESS UPDATE

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: Kathy Bramwell – Director Corporate and Community Services

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

File No: 16/20/06

PURPOSE

This report provides the Council with an end of year progress report on actions planned to deliver the strategic goals and priorities identified in the Council Plan 2021-2025 for the financial year 2023-24.

BACKGROUND

In accordance with section 90 of the Local Government Act 2020, the Council adopted the Council Plan 2021-2025 at its Ordinary Meeting on 19 October 2021. The Council Plan outlines how the Council will work toward implementing the 10-year Community Vision.

The Council Plan 2021-2025 is framed around four strategic priorities, plus enabling principles:

1. People
2. Place
3. Environment
4. Economy

In February 2022, the Council approved the operational projects and priorities for the next two years, designed to support the implementation of the Council Plan.

ISSUE / DISCUSSION

Work continues to progress implementing the multi-year operational initiatives designed to support the delivery of the Council Plan 2021-2025, ensuring that delivery of the Council Plan remains foremost in the minds of all officers and business units. At the end of June 2024, the Council Plan is at the end of its third year and now enters its final year of implementation.

The attached report provides progress updates against the current Council Plan as at the end of June 2024. Of the 63 priorities included within the Plan, all except one have commenced, and many have progressed beyond 'complete' becoming part of business-as-usual ongoing activity. 27 (43%) items fall within this category and are a testament to the use of the Council Plan to implement long-term, sustainable continuous improvement.

Progress against priorities is summarised below:

Priority Section	Outstanding / Not started	Complete	Ongoing / In progress	Ongoing – part of BAU / Continuous Improvement
Enabling Principles (12 items)		1	2	9
Priority 1: People (17 items)	1	1	10	5
Priority 2: Place (8 items)			4	4
Priority 3: Environment (13 items)			9	4












Priority 4: Economy (13 items)		2	6	5
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The one item that remains outstanding and not yet started is: Priority 1 – People (c) Improve accessibility and inclusivity (2) Develop an Accessibility Strategy. In 2023, discussion on this item having not commenced was conducted, identifying a lack of funding availability to progress. At that time, it was determined that officers would determine what (if anything) could be achieved within internal budget parameters regarding accessibility and inclusion. During 2024-25 it is planned to conduct an accessibility audit of Council facilities which will inform the development of a priority list of improvement works required.






Performance against measures is included within this report and is provided below. The previous measure against numbers of active home-based aged care clients has been removed due to this service no longer being delivered by Council. This was agreed by Council in 2023 as follows:






- **Priority 1-People, measure 3: Participation in active ageing social support programs, target to maintain a minimum of 86 participants.** With Council’s exit from funded aged care programs as of 1 July 2023, it is recommended that this measure be discontinued and that a new measure be implemented around active ageing when the new program is developed and adopted.

This program is yet to be developed so a new measure has not yet been developed.

Enabling Principles					
Measure		Target	Source	Status report – 2023/24	
1.	Percentage of Council decisions made at meetings open to the public	Maintain to at least 90%	Local Government Performance Report (LGPR)	2022/23 - 87.31% 2023/24 – 93.89%	
2.	Attendance by Councillors at Council meetings	95% or higher	LGPR	2022/23 - 98.57% 2023/24 – 95.38%	
3.	Community satisfaction with community consultation and engagement	Maintain at 55% or above	Community Satisfaction Survey	2022/23 - 50% 2023/24 – 52%	
4.	Online Engagement Hub	At least 12 new engagement activities per annum	Engagement Hub Report	2022/23 - 8 2023/24 - 16	
5.	Social media activity – Number of followers on Facebook	Increase to 2,500	Facebook statistics	2022/23 - 2,816 2023/24 – 3,700	
6.	Face-to-face engagements with communities by Councillors and senior officers – community cuppa events	Held in at least 20 localities over a 2-year period	Councillor calendars	20 sessions, 18 different localities.	
7.	Responses to Customer Action Requests (CARs) submissions	Maintain open CARs below 300	CARs report	Averages: 2022/23 - 234.50 2023/24 – 277.42	
8.	Average rate per property assessment	Maintain below average for small rural councils	LGPR	PSC: 2022/23 - \$1,512.42 2023/24 - \$1,531.11 Small Rurals: 2022/23 – \$1,755.69 2023/24 - \$ Comparisons not received until October	
9.	Rates as a percentage of underlying revenue	Under 50%	LGPR	2023/24 – 68.48%	
10.	Annual percentage of staff turnover	Maintain below 15%	LGPR	2022/23 - 15.9% 2023/24 – 22.86%	
11.	Report to Council on health of organisation through Workforce Plan	Annually	Council meeting agenda	Council briefings: 20.6.2023 – Staff departure and retention 5.12.2023 – Workforce planning	

1. People					
Measure		Target	Source	Status report	
1.1	Municipal Emergency Management Plan passes external audit	By Jun 2023	Audit outcome	Approved November 2023	
1.2	Visits to resource centres	Maintain or increase by 5% per year	Door counts	21/22 – 27,239 22/23 – 35,173 23/24 – 32,740 29% Increase last year XXX	
1.3	Participation in active ageing social support programs	Maintain at least 85 active clients	Client database	64 active clients This program will change over the coming financial year following the exit from funded aged care programs.	
1.4	Participation in Maternal and Child Health Service	90% or higher	LGPR	2022/23 - 92.95% 2023/24 – 93.71%	
1.5	Community satisfaction with arts centres and libraries	Increase from 69	Community Satisfaction Survey	2023 - 70 2024 – 70	

1. Place					
Measure		Target	Source	Status report	
2.1	Planning applications decided within required timeframes	At least 90%	GPR	2022/23 - 97.48% 2023/24 -	
2.2	Community satisfaction with appearance of public areas	Maintain to at least 70%	Community Satisfaction Survey	2023 – 65 2024 - 69	
2.3	Key implementation of township Framework Plans.	2 key implementation actions	Strategic Planning Team	Planning Scheme Amendments being progressed for Waubra, Snake Valley and Lexton.	
2.4	Community satisfaction with recreational facilities	Maintain to at least 69%	Community Satisfaction Survey	2023 - 65% 2024 – 68%	
2.5	Community satisfaction with enforcement of Local Laws performance	Maintain to at least 62%	Community Satisfaction Survey	2023 - 61% 2024 – 60%	

1. Environment					
Measure		Target	Source	Status report	
3.1	Number of climate change or environmental projects involved in or supported	At least 3 significant actions delivered and reported on annually	Council Meeting Agenda	2 x Integrated Water Projects ^{1 2} EV Charging Stations in Avoca and Beaufort. Council involvement with CVGA.	
3.2	Community satisfaction with waste management and recycling	Maintain to at least 66%	Community Satisfaction Survey	2023 - 69% 2024 – 71%	
3.3	Percentage kerbside collection waste diverted from landfill	Increase to at least 50%	LGPR	2022/23 – 37.14% 2023/24 – 30.41% To be achieved over multiple years. Small rural: 2022/23 – 38.2% 2023/24 -	
3.4	Cost of kerbside garbage bin collection service per bin	Maintain below average for small rural Councils	LFPR	PSC: 2022/23 - \$171.89 2023/24 - \$186.37 Small Rural: 2022/23 – \$151.86 2023/24 - \$ Comparisons not available until October	
3.5	Number of trees planted	500 per year		2022/23 - 530 2023/24 -	

The report has been structured for clarity, utilising brief commentary to provide a snapshot of progress. The status of the initiatives scheduled for the financial year is identified against each individual item and it should be noted that some items cross multiple years.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Enabling Principles

- b. Provide transparency and accountability
- c. Use resources efficiently and effectively

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

This report serves as part of the Council's regular communications to communities on the implementation of the Council Plan 2021-2025, which is closely aligned with the Community Vision 2021-2031.

ATTACHMENTS

1. Council Plan Progress Update 30 June 2024 EOFY [12.3.4.1 - 23 pages]

FINANCIAL / RISK IMPLICATIONS

Any risk implications are discussed in the attached report.

CONCLUSION

The Council adopted the Council Plan 2021-2025 in October 2022 and approved the operational activities that support its delivery in February 2022. This report provides a progress update against the Council Plan for the 2023/24 financial year – as of 30 June 2024 and makes one recommendation for change to the Council Plan for 2024/25.

OFFICER RECOMMENDATION

That Council:

1. Considers and accepts the end of year Council Plan Progress Report as of 30 June 2024.
2. Considers and approves the following recommendation for change to the Council Plan priorities:
3. To change the wording in the Council Plan for 2022/23 the Priority: *1 People, (c) Improve accessibility and inclusivity, item 3: Develop an Accessibility Strategy*, due to funding and capacity unavailability.

Change the wording to read: *Conduct an accessibility audit of Council facilities to inform the prioritisation of works to improve accessibility.*

12.3.5. RATES WAIVER - AVOCA HISTORICAL SOCIETY

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: 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: 52/04/02

PURPOSE

This report seeks Council consideration and approval of a request to exempt payment of the rates charges for the Avoca Historical Society regarding the Old Avoca Courthouse, 433 High Street, Avoca (A1373).

BACKGROUND

Until 2022, the rates on the Old Avoca Courthouse, 433 High Street, Avoca were paid by Working Heritage, previously known as The Mint Inc, who managed all the unused courthouses in Victoria.

In 2022, management of the property was transferred to the Avoca Historical Society following a change in registration status, who operate from that location and from the year 2022/23, rates' responsibility was transferred to the Society.

ISSUE / DISCUSSION

The Avoca Historical Society has written to the Council requesting an exemption be granted against the payment of rates relating to the Old Avoca Courthouse, 433 High Street, Avoca.

Management of the Old Avoca Courthouse was passed to the Society in 2022 at which time the rates notices were passed to that organisation for payment. Although the Avoca Historical Society has paid the rates to the current date, Council has been advised that this is a significant financial strain on the small committee who have limited opening hours and opportunities for funding. Following the recent Council resolution regarding a rates waiver provided to the Beaufort Historical Society, the Avoca Historical Society has requested a similar arrangement be implemented for them.

It is acknowledged that historical societies provide an invaluable resource to the shire and beyond as custodians and promoters of precious local history. The Old Avoca Courthouse is a registered Place of Repository, and the society manages large collections of community documents and photographs with a very small membership base. The society recently celebrated its 40th birthday in May 2024 but can only be open twice a month, and for special appointments, with a small but dedicated (long-standing) committee of seven.

The importance of the Shire's historical societies was recognised by the Pyrenees community during the development of the Community Vision 2031 in Priority 1 – People, which stated *"By 2031 in Pyrenees Shire our history is preserved, acknowledged and recorded."* and is included within Priority 1 of the Council Plan 2021-2025 as a strategic goal to *"Support our community groups, including historical societies, preserve and understand our region's history"*.

Council officers are, therefore, seeking the Council's approval to provide an exemption to charge rates for the Avoca Historical Society on this property, granting an exemption for any outstanding payments and for the next three years (ending rates period 2026-2027) after which the situation will be reviewed and brought back to the Council for a decision thereafter. This will include \$575.54 charged but not yet paid for 2024/25.

It is likely that other historical societies within the Pyrenees Shire have had a similar change in circumstances imposed by changes in Working Heritage Victoria and officers are investigating this.

The Working Heritage Incorporated Committee of Management (Working Heritage) conserves and manages heritage properties on Crown land on behalf of the State of Victoria. Since its inception in 1998, Working Heritage (formerly known as The Mint Inc from 1998 to 2015) has been appointed to manage 16 sites across Victoria, undertaking expert conservation and adaptation works so the community can benefit from these revitalized historic buildings and sites. A worthwhile endeavour, but the change in registration of old courthouses in 2022 has passed the management costs onto organisations, such as volunteer historical societies, who can little afford it, leaving little choice but for Council to absorb and waive costs that would normally form part of its limited revenue base. This would appear to be another form of cost shifting implemented by the Victorian State Government.

Letters received from the Avoca Historical Society have been provided to Councillors under separate cover.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

1b. Support a vibrant community arts, culture and heritage environment.

Enabling Principles

- a. Motivate and inspire community involvement
- b. Provide transparency and accountability

ATTACHMENTS

Nil

OFFICER RECOMMENDATION

That Council:

1. waives the current rates debt of \$575.54 for the 2024/25 financial year for the Avoca Historical Society.
2. grants an exemption against issuing rates notices relating to Assessment A1373, the Old Avoca Courthouse, 433 High Street, Avoca, for the Avoca Historical Society for the years 2025/26 and 2026/27 inclusive.
3. Requires Council officers to investigate other historical societies in similar circumstances and provide a future update to the Council.
4. Requires council officers to report back in early 2026 providing a status update on the circumstances around this matter to facilitate a decision on potential rates exemptions after that time.

12.3.6. CARRYOVER OF FUNDS 2024-25

Presenter: Kathy Bramwell - Director Corporate and Community Services

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

Report Author: Glenn Kallio – Manager Finance

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

File No: 32/26/01

PURPOSE

This report sets out those items of income and expenditure that are required to be carried forward to the 2024/25 Budget from the previous financial year due to grants being received in advance and/or project activity spanning multiple financial years and unfinished as at 30 June 2024.

BACKGROUND

Each year following the completion of Council's annual statement, a process is undertaken whereby information is reported to Council relating to:

1. Untied grants received during the 2023/24 financial year that relate to the 2024/25 financial year. The State and Federal Governments can prepay grants for various projects to be carried out by Council.

Under the current accounting standards, Local Government is required to recognise untied grants when received rather than the year that the income relates to. As such, it is required that funds that meet these criteria are carried forward to the correct financial year.

2. Projects that continued to be works in progress as at 30 June 2024 and require funding to be carried forward to 2024/25 to complete those works.

The conditions associated with any requests for money to be carried over from the previous financial year to the current financial year is:

1. The organisation must have a surplus of funds from the 2024/25 year before a carryover will be approved;
2. Projects must have a surplus of funds from the 2024/25 year before a carryover will be approved;

ISSUE / DISCUSSION

Carryover funds requested are supported by surplus funds in the 2023/24 budget. A reconciliation at 30 June is carried out to ensure that the list of carryovers is supported by surplus funds and the financial position of Council remains within the parameters of the 10-year financial plan.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Enabling Principles

- b. Provide transparency and accountability
- c. Use resources efficiently and effectively

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

Not Required

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The total funds requested to be carried forward to the 2024/25 financial year will be sourced from the cash in excess of the forecast financial position contained within the Pyrenees Shire Council 2024/25 budget. The approval of the carryovers will be within the parameters of the Pyrenees Shire Council 10 Year Financial Plan, as at the 30 June 2024 Council had \$9.202 million in Cash and Investment.

The reconciliation of the cash position ensures that the Council remains within the parameters of the 10 Year Financial Plan.

CONCLUSION

The additional funding listed in the attached carryover report is subject to funding guidelines and/or is for projects that have commenced, as such, the funding listed is required. Should Council not adopt the carryover listing there will be a requirement to review the current budget to source the funding to satisfy the requirements of the projects listed in the carryover report.

OFFICER RECOMMENDATION

That Council:

1. approves the addition of \$1.897 million to the 2024/25 Budget to fund the following list of carryovers.

Account	Carryover's Recommendation
702095 - front counter renovations in Council offices - Frontline Service Review	58,144
703019 - Avoca Depot Upgrade Exp	353,882
706003 - Heavy Plant Purchases	301,976
706005 - Motor Vehicle Purchases	124,598
707001 - Lake Beaufort Fishing Platform	17,300
723000 - Motor Vehicle Purchases	7,273
728000 - Dust Suppression GAT Seals	30,000
739000 - Waterways; Dams & Bores	12,000
741000 - Beaufort Caravan Park Redevelopment	500,000
742000 - End user computing strategy implementation stage 2	150,000
743000 - Information Technology	43,050
744000 - Building Renewal Program	50,000
108617 - Community Recovery Hub Exp	178,478
108616 - Community Recovery Officer Exp	40,279
705094 - Pyrenees Planning Scheme Amendment for flood studies- DELWP exp	30,000
Total	1,896,979

12.4. CHIEF EXECUTIVE OFFICE

12.4.1. 2025 AUSTRALIA DAY EVENT

Jim Nolan – Chief Executive Officer

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 community group to host the Pyrenees Shire Australia Day event in 2025.

BACKGROUND

In June 2024, Council called for expressions of interest from community groups that wished to support Council in holding an Australia Day event in 2025. The call for expressions of interest were advertised in our Public Notices published in the Pyrenees Advocate and Maryborough Advertiser, on council's website, on council's Facebook page and emailed directly to community groups in our database.

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

Expressions of Interest closed at 5pm on 1 July 2024.

Three expressions of interest were received from the Avoca Riverside Market Inc., the Waterloo Community Group and Lexton Community Hub.

Previous events have been held in the following towns:

• 2024 - Avoca	• 2018 - Beaufort
• 2023 - Beaufort	• 2017- Amphitheatre
• 2022 - Waubra	• 2016 - Waubra
• 2021 – Trawalla	• 2015 - Avoca
• 2020 – Avoca	• 2014 - Beaufort
• 2019 – Moonambel	

Council is now in a position to plan for the 2025 event and determine the 2025 community host group.

Lexton and Waterloo have not hosted an Australia Day event in the last ten years and given the recent completion of the Community Hub facilities, Lexton would be well placed to host the 2025 event.

The facilities at Waterloo however are minimal and space is restricted. Holding an event at this location would require planning and additional cost in provision of hired assets, and traffic management. A different type of Australia Day event may be worth considering if one is to be held at this site, such as a picnic style eventing event.

Avoca hosted an event in 2024 and would be well placed to host another event in future.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

1b. Support a vibrant community arts, culture and heritage environment.

Enabling Principles

- a. Motivate and inspire community involvement

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Provision has been made in the 2024/25 budget for the 2025 Australia Day ceremony.

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. 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.

OFFICER RECOMMENDATION

That Council

1. endorses the Lexton Community Hub application nominating Lexton as the host township and host organisation for the 2025 Australia Day Event.
2. engages with the Waterloo community about their application to host an Australia Day event to determine the suitability of the site and to consider what type of an event may be suitable to be held there in future.
3. thanks Avoca Riverside Market Inc. for their interest in hosting an Australia Day event and encourages an application be made when expressions of interest are sought in future.

12.4.2. DEVELOPING THE 2025 VICTORIAN TRANSMISSION PLAN

Presenter: Jim Nolan - Chief Executive Officer

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

Report Author: Jim Nolan – Chief Executive Officer

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

File No: 66/27/02

PURPOSE

The purpose of this report is for Council to endorse a submission to VicGrid's Developing the 2025 Victorian Transmission Plan consultation.

BACKGROUND

The Victorian Government, through VicGrid, is changing the way energy infrastructure is delivered in Victoria. Draft Victorian Transmission Plan Guidelines have been developed and are open for submissions.

ISSUE / DISCUSSION

VicGrid is putting in place a long-term strategic plan – the Victorian Transmission Plan (VTP) to ensure the right infrastructure is in the right place at the right time to support the transition to renewable energy.

VicGrid is preparing the 2025 Victorian Transmission Plan which will consider Victoria's energy needs over the next 15 years.

VicGrid has released the draft Victorian Transmission Plan Guidelines that outlines the methodology that will be used to develop the 2025 Victorian Transmission Plan, along with a map that shows the parts of Victoria that will be investigated further for potential future renewable energy and transmission development.

<https://engage.vic.gov.au/victransmissionplan>

The draft guidelines include:

- a study area showing what parts of Victoria may be investigated further for suitability to host potential future renewable energy zones.
- how VicGrid will determine how much energy is needed, and when
- how VicGrid will determine what transmission projects are needed to support new energy generation
- how VicGrid will partner with First Peoples and engage with landholders, communities and industry.

Submissions are invited on the draft Victorian Transmission Plan Guidelines, to make sure they deliver an affordable, reliable, safe and secure transition to net zero emissions, while increasing community understanding and acceptance, and encouraging industry investment.

VicGrid is seeking feedback to help:

- shape the method used to refine the broad geographical study area to draft proposed renewable energy zones
- identify areas within the study area that we should protect and that would be suitable for renewable energy projects
- identify factors that could influence the placement of infrastructure within the study area.

This feedback will be used to shape Vic Grid's approach as they investigate parts of the study area and work through options to identify draft proposed renewable energy zones as part of developing the 2025 Victorian Transmission Plan.

Submissions on the Victorian Transmission Plan Guidelines close on Sunday 25 August 2024.

It is proposed that Council make a brief submission highlighting the following issues:

- Council's' expectations around engagement with communities and stakeholders.
- The various impacts on communities, landowners and businesses to be managed and mitigated.
- The importance of landscapes on visual impact of transmission infrastructure on landscapes.
- The need to undertake landscape assessment across parts of the Pyrenees Shire before making decisions about where infrastructure is to be located, noting that there are many landscapes of value not yet recognised as overlays in the Pyrenees Planning Scheme due to the cost associated with undertaking the task.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 2 - Place

2b. Enhance the liveability and resilience of our communities.

Priority 3 - Environment

3a. Continue being an environmentally progressive organisation.

Enabling Principles

b. Provide transparency and accountability

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

Submissions on the Victorian Transmission Plan Guidelines close on Sunday 25 August 2024.

ATTACHMENTS

1. Draft Victorian Transmission Plan Guidelines Community Summary [**12.4.2.1** - 8 pages]
2. Draft Victorian Transmission Plan Guidelines [**12.4.2.2** - 44 pages]
3. Renewable Energy Zone Study Area Detailed Map [**12.4.2.3** - 1 page]

FINANCIAL / RISK IMPLICATIONS

There are no financial implications in making a submission.

CONCLUSION

The Victorian Transmission Plan is of interest to the Council and to Pyrenees communities, and it would be appropriate to make a brief submission to the draft Guidelines.

OFFICER RECOMMENDATION

That Council:

1. Endorse officers to provide a submission on the Victorian Transmission Plan Guidelines.

12.4.3. CEO DELEGATION

Presenter: Jim Nolan - Chief Executive Officer

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

Report Author: Jim Nolan – Chief Executive Officer

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 for Council to endorse the Chief Executive Officer to make decisions during the Election (caretaker) Period.

BACKGROUND

The Local Government Act and other legislation provides for the appointment of delegates to act on behalf of Council. This is because Council is a legal entity composed of individual councillors that can only act by resolution, or through other acting on its behalf by way of delegations. Essentially, delegations enable day-to-day decision to be made, without the need for resolutions by Council.

The Election (caretaker) Period is from Tuesday 17 September 2024 to Saturday 26 October 2024.

As outlined in the Election Period Policy 2024, it is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an election period. The Council therefore commits to this principle in that it will make every endeavor to avoid making decisions that inappropriately bind the incoming Council.

Pursuant to section 67(2) of the Local Government Act 2020, Council decisions relating to the following are prohibited during the election period that:

- Relates to the appointment of remuneration of the Chief Executive Office but not the appointment or remuneration of an Acting Chief Executive Officer, or
- Commits the Council to expenditure exceeding one per cent (1%) of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year, or
- The Council considers could be reasonably deferred until the next Council is in place, or
- Decisions that would affect voting in an election, or
- The Council considers should not be made during an election period.

Any Council decision made in contravention of this clause is invalid.

ISSUE / DISCUSSION

Notwithstanding the above, it is important that appropriate delegations are in place to ensure services are delivered and projects remain on track within funding guidelines and community expectations.

At the time of preparing this report, Council is awaiting the outcome of several decisions to be made by the Department of Transport and Planning (DTP) and Emergency Recovery Victoria (ERV) in respect of certified packages of road restoration work to be delivered relating to the October 2022 Flood event that will require timely decisions to be made regarding the awarding of contracts. These decisions may need to be made during the Election period to ensure works can be delivered in a timely way.

To enable this to occur, it is recommended that Council consider amending its delegation to provide authorisation to the Chief Executive Officer to make appropriate decisions regarding emergency and recovery works should the need arise.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Priority 1 - People

1a. Prepare for emergencies and ensure community safety.

Enabling Principles

c. Use resources efficiently and effectively

COMMUNITY ENGAGEMENT / CONSULTATION OUTCOMES

n/a

ATTACHMENTS

1. 2024.05.21 - S 5 - Instrument of Delegation to the Chief Executive Officer [**12.4.3.1** - 6 pages]

FINANCIAL / RISK IMPLICATIONS

It is proposed that the Chief Executive Officer be delegated appropriate financial responsibility to make decisions about the awarding of contracts relating to emergency recovery-related expenditure.

OFFICER RECOMMENDATION

That Council:

1. Delegates to the Chief Executive Officer power to award contracts as required during the Election (caretaker) Period from 17 September 2024 to 26 October 2024 relating to the award of contracts for emergency and recovery works up to \$1.0 million, and
2. Amends the Instrument of Delegation to the Chief Executive Officer (S5) to reflect the power and function delegated in 1.

13. COUNCILLOR REPORTS AND GENERAL BUSINESS

14. CONFIDENTIAL ITEMS

CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

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

RECOMMENDATION

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

15.1 - Stockyard Hill Wind Farm Fire Recovery Grants

15.2 - Environmental Health Contracted Services

15. CLOSE OF MEETING

RECOMMENDATION

The Ordinary Meeting of Council closed at ____