

**LODDON SHIRE COUNCIL**

Notice of an Ordinary Meeting of the Loddon Shire Council to be held in the Serpentine Council Chambers, Serpentine, on Monday 10 December 2012 at 3.30pm.

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**1. APOLOGIES**

Nil

**2. PREVIOUS MINUTES**

**2.1 CONFIRMATION OF MINUTES**

**SUMMARY**

Approval of the Forum Minutes of 26 November 2012.  
Approval of Ordinary Minutes of 26 November 2012

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: Nil

**RECOMMENDATION**

*That Council confirm:*

1. *the minutes of the Council Forum of 26 November 2012*
2. *the minutes of the Ordinary Council Meeting of 26 November 2012*

**2.2 REVIEW OF ACTION SHEET**

**SUMMARY**

Approval of Action Sheet.

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: 2.2 Action Sheet

**RECOMMENDATION**

*That Council receive and note the Action Sheet.*

**3. INWARDS CORRESPONDENCE**

**SUMMARY**

Relevant correspondence received by Council since previous meeting.

Author: John McLinden - Chief Executive Officer

File No:

Attachment: Copies of inwards correspondence

**RECOMMENDATION**

*That Council receive and note the Inwards Correspondence.*

<b>Date</b>	<b>From</b>	<b>Subject</b>
25/11/12	North Central Football league	Letter of thanks for support of league in 2012
19/9/12	Department of Planning and Community Development	Roadside Weeds and Pests Management Program

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#### **4. COUNCILLORS' REPORTS**

##### **4.1 MAYORAL REPORT**

###### **SUMMARY**

Approval of the Mayoral Report.

Author: John McLinden – Chief Executive Officer

File No: 02/01/001

Attachment: Nil

###### **RECOMMENDATION**

*That Council receive and note the Mayoral Report.*

##### **4.2 COUNCILLORS' REPORT**

###### **SUMMARY**

Approval of Councillors' Reports.

Author: John McLinden – Chief Executive Officer

File No: 02/01/001

Attachment: Nil

###### **RECOMMENDATION**

*That Council receive and note the Councillors' Report.*

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**5. CHIEF EXECUTIVE OFFICER'S REPORT**

**5.1 DOCUMENTS FOR SIGNING AND SEALING**

**SUMMARY**

This report provides Council with a list of documents signed and sealed during the month.

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: Nil

**RECOMMENDATION**

*That Council:*

- 1. receive and note the 'Document for Signing and Sealing' report*
- 2. endorse the use of the seal on the documents listed*

**PREVIOUS COUNCIL DISCUSSION**

Nil

**BACKGROUND**

N/A

**ISSUES/DISCUSSION**

Instrument of Delegation for Wedderburn Mechanics and Literary Institute Hall Committee of Management

Instrument of Delegation for Donaldson Park Committee of Management

## 5.2 ANNUAL LEAVE CHIEF EXECUTIVE OFFICER

### SUMMARY

Report requests annual leave for the Chief Executive Officer.

Author: John McLinden, Chief Executive Officer

File No:

Attachment: Nil

### **RECOMMENDATION**

*That Council grant the Chief Executive Officer annual leave from Monday 7 January 2013 to Friday 18 January 2013 inclusive.*

### **PREVIOUS COUNCIL DISCUSSION**

Nil

### **BACKGROUND**

Nil

### **ISSUES/DISCUSSION**

The Chief Executive Officer wishes to apply for 2 weeks annual leave to be taken from Monday 7 January 2013 to Friday 18 January 2013 inclusive.

It is proposed that Mrs Jude Holt, Director Corporate Services be appointed as Acting Chief Executive Officer during the Chief Executive Officers absence.

### **COSTS/BENEFITS**

Nil

### **RISK ANALYSIS**

Nil

### **CONSULTATION AND ENGAGEMENT**

Nil



### 5.3 MUNICIPAL ASSOCIATION OF VICTORIA COMMITTEES

#### SUMMARY

Report provided for councillors to consider their involvement in MAV Committees.

Author: John McLinden, Chief Executive Officer

File No:

Attachment: Terms of reference and expression of interest forms for each committee

#### **RECOMMENDATION**

*That Councillors consider involvement in MAV committees in which they have a strong interest.*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil.

#### **BACKGROUND**

The Municipal Association of Victoria operates a number of committees that provide input to the MAV on a range of critical issues impacting on the local government sector. Committees operate to assist the MAV in its role of policy development and also provide opportunities for networking and information sharing and professional development in the sector.

The MAV committees are:

- arts and culture
- emergency management
- environment
- human services
- multicultural
- planning
- transport infrastructure
- professional development reference group

#### **ISSUES/DISCUSSION**

Nominations for councillors or senior officers for each of the MAV committees close on Friday 25 January 2013. It is expected that generally no more than one councillor and one Council officer from the same municipality would be appointed to a committee. The terms of reference of each committee along with an expression of interest form is attached.

#### **COSTS/BENEFITS**

The terms of reference of each committee spell out the expected time commitment of a councillor, should a councillor be appointed to that specific committee. Generally the committees meet for a limited number of occasions per annum, and the cost to councillor will be the cost of time devoted to reading the business papers and attending committee meetings.

The benefits of councillor involvement in MAV committees are generally to the Municipal Association and the local government in Victoria through improved policy development of the MAV.

#### **RISK ANALYSIS**

There is little risk to individual councillors or to the Loddon Shire in councillors being appointed to MAV committees. If strong representation is not obtained on each committee, there is a risk that the local government sector in Victoria will develop policies that are not as broad-based as they could be.

#### **CONSULTATION AND ENGAGEMENT**

Nil.



## **6. DIRECTOR CORPORATE SERVICES' REPORTS**

### **6.1 FINANCE REPORT FOR THE PERIOD ENDING 23 NOVEMBER 2012**

#### **SUMMARY**

This report provides Council with financial information for the period ending 23 November 2012.

Author: James Rendell - Manager Financial Services

File No: 8/06/001

Attachment: 6.1 Finance Report for the period ended 23 November 2012

#### **RECOMMENDATION**

*That Council:*

1. *Receives and notes the "Finance Report for the period ending 23 November 2012*
2. *Approves budget revisions included in the report for internal reporting purposes onl.y.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with Finance Reports on a monthly basis.

#### **BACKGROUND**

The Finance Report for the period ended 23 November 2012 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is provided is in the format provided in the 2012/2013 Budget, and includes operating results, capital expenditure and funding sources. It also provides a focus report.

#### **ISSUES/DISCUSSION**

As the December Council Meeting is being held on the second Monday of the month (which is earlier than the normal cycle of the fourth Monday of the month), this report has been compiled with financial information to 23 November 2012. Therefore, the actual results do not include the final week of November.

#### **COSTS/BENEFITS**

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed and the approved budget is being monitored on a constant basis.

Provision of financial reports on at least a quarterly basis is a requirement of the Local Government Act.

#### **RISK ANALYSIS**

Council's management of projects against budget at officer level, and the provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget.

Council's practice of revising budgets as changes become known provides current information about the expected results for the financial year, and assists in forward planning for future budgets.

#### **CONSULTATION AND ENGAGEMENT**

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against that expectation.

## 6.2 NOVEMBER 2012 AUDIT COMMITTEE MEETING

### SUMMARY

This report provides Council with a summary of the Audit Committee Meeting held on 15 November 2012.

Author: Jude Holt – Director Corporate Services

File No: 06/02/003

Attachment: 6.2a Audit Report – Review of Reliance on Grants  
6.2b End of Financial Year Closing Report  
6.2c End of Financial Year Management Letter  
6.2d Victorian Auditor-General's Office Local Government Results: Results of 2011-2012 Audits

### **RECOMMENDATION**

*That Council:*

1. *Receives and notes the:*
  - a. *November 2012 Audit Committee Meeting Report*
  - b. *End of Financial Year Closing Report*
  - c. *End of Financial Year Management Letter*
  - d. *Victorian Auditor-General's Office Local Government Results: Results of 2011-2012 Audits*
2. *Endorses the performance improvement recommendations documented in the Audit Report – Review of Reliance on Grants.*

### **PREVIOUS COUNCIL DISCUSSION**

Council was provided with a summary of the August 2012 Audit Committee Meeting at the Ordinary Meeting held on 24 September 2012.

### **BACKGROUND**

The Audit Committee was created under Section 139 of the Local Government Act 1989, which states that "Council must establish an audit committee".

The committee is made up of four independent community members, and Cr Gavan Holt, as Council's representative. Council's Chief Executive Officer and Director Corporate Services attend the meetings in an advisory capacity.

The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for:

- The enhancement of the credibility and objectivity of internal and external financial reporting
- Effective management of financial and other risks and the protection of Council assets
- Compliance with laws and regulations as well as use of best practice guidelines
- The effectiveness of the internal audit function
- The provision of an effective means of communication between the external auditor, internal audit, management and the Council
- Facilitating the organisation's ethical development
- Maintaining a reliable system of internal controls.

In order to provide a structured approach and ensure that the committee addresses each of its responsibilities, an annual calendar of actions and an internal audit review program are established each year, and these guide the activities of the committee.

### **ISSUES/DISCUSSION**

There was full attendance at the November 2012 Audit Committee Meeting. The main focus of the meeting was presentation of the:

- Reports on the results of the end of financial year audit for 2011/2012
- The audit review of Reliance on Grants.

Other items on the agenda included:

- The following standing items:
  1. Fraud Report
  2. Major Lawsuits
  3. Monthly Finance Report
  4. Risk Management Report
- A presentation on the Road Management Plan and Road Asset Management Plan by Council's Manager Infrastructure Policy Development
- An overview of the corporate planning process that will be undertaken with the new Council over the next six to eight months to ensure that Council has adopted a Council Plan by 30 June 2013
- An overview of the Outstanding Action List which shows that Council currently has 21 outstanding actions to be completed, with 9 added to the list from the Review of Planning, and four being completed since the August 2012 meeting.

The next audit review will be information technology network and security, and the results will be provided to the committee at the February 2013 meeting.

### **COSTS/BENEFITS**

There are costs associated with the audit committee and internal audit function.

However, in most cases, actions resulting from audit reviews do not bear any new costs as they are undertaken by current staff.

The benefits that the internal audit function provides Council are:

- Business improvement relating to the audit review areas
- Standard policy and procedure documents which are developed through the action list
- Improvement in knowledge management that will assist with succession planning over time
- A reduction in risk in areas relating to audit reviews.

### **RISK ANALYSIS**

The internal audit program has been created and is annually updated on a risk basis, ensuring that Council's program addresses the areas of highest risk or greatest concern to audit committee members and Council officers.

### **CONSULTATION AND ENGAGEMENT**

Nil

### 6.3 REVIEW OF PROCUREMENT POLICY

#### SUMMARY

This report seeks Council approval of the Procurement Policy.

Author: Jude Holt – Director Corporate Services

File No: 18/01/001

Attachment: 6.3 Procurement Policy

#### **RECOMMENDATION**

*That Council approves the Procurement Policy.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council's current Procurement Policy was adopted by Council on 23 January 2012.

#### **BACKGROUND**

In accordance with Section 186A (1) of the Local Government Act 1989 (the Act), Council must prepare and approve a Procurement Policy.

Further, in accordance with Section 186A (7) Council must at least once in the financial year review the current Procurement Policy, and may amend the policy.

A Procurement Policy means the principles, processes and procedures that will apply to all purchases of goods, services and works by Council.

Council adopted the current Procurement Policy on 23 January 2012 after an extensive review and update of the previous policy.

#### **ISSUES/DISCUSSION**

Council's Procurement Policy guides officers in the task of undertaking the procurement function for Council. It provides guidelines on consistent activity and minimum standards that are expected by the organisation in the areas of:

- Compliance with legal obligations
- Ethical and fair behaviour
- Obtaining value for money
- Supporting local sustainability
- Supporting environmental sustainability
- Managing procurement risk
- Incorporating continuous improvement processes

It is proposed that there be no amendment to the current policy. The previous review ensured that the policy encompassed all aspects of procurement that were important to Council, and they appear to be relevant still.

#### **COSTS/BENEFITS**

The benefits associated with having any policy include Council formally documenting:

- Its philosophy regarding a particular function
- Consistent standards and behaviour required by all staff.

The benefits associated with the Procurement Policy include Council's expectations about:

- Supporting local communities
- Managing risk
- Obtaining value for money

- Ethical and fair behaviour.

### **RISK ANALYSIS**

The policy outlines the mechanisms that Council has in place to reduce risks associated with procurement, which include:

- Council's supplier management database which assesses risks associated with supplier groups and outlines the requirements for those group
- Council's standard tendering documentation which requires information about tenderers' occupational health and safety, insurance and indemnity, plant and equipment, subcontracting and assignment intentions, and termination clauses.

### **CONSULTATION AND ENGAGEMENT**

The current Procurement Policy was provided to staff with purchasing responsibilities, and at each worksite after its adoption in January. The updated policy will be issued in the same way.

Community members can access the Procurement Policy at the Council offices in Serpentine and Wedderburn, and on Council's website, in accordance with Section 186A (8) of the Act.



## 6.4 SUPPLEMENTARY VALUATIONS REPORT

### SUMMARY

This report provides Council with the Supplementary Valuations that have been undertaken since August 2012, and seeks approval to have them included in Council's Rate Book for the 2012-13 rating year.

Author: Julie Ritchie – Revenue Collector

File No: 09/01/003

Attachment: Nil

### RECOMMENDATION

That Council approve:

1. The Supplementary Valuations of rateable and non-rateable properties in respect of the 2012-13 financial year as returned by the Shire Valuer, L G Valuations Pty Ltd, incorporated into this report.
2. The valuations being incorporated into the Register of Rateable and Non Rateable Properties and the Rate Book for 2012-13.

### PREVIOUS COUNCIL DISCUSSION

Council is provided with Supplementary valuation Reports periodically.

### BACKGROUND

Each year Council makes a number of additions, subtractions and alterations to the valuations contained in the annual rate book. These arise from various sources including:

- Splitting of parcels into new rateable assessments;
- Development of vacant or unproductive land (urban and rural);
- Consolidation of separate rateable assessments into one assessment;
- Re-assessment of property valuations arising from objections to the initial valuation;
- Additions and cancellations of Licences (Grazing and Water Frontages)
- Change of Use.

Details	No	Site Value (\$)	CIV (\$)	NAV (\$)
Splits/Consolidations	23	(135,200)	(185,600)	(9,280)
Rural Development	3	0	269,000	13,450
Licences	6	5,000	4,000	200
<b>Total</b>	<b>32</b>	<b>(130,200)</b>	<b>87,400</b>	<b>4,370</b>

The following table shows the changes to the total valuation to August 2012 as a result of the supplementary valuations.

	Valuation approved by Council August 2012	Supplementary Valuations	Current Valuation
Site Value	966,743,300	(130,200)	966,613,100
Capital Improved Value	1,561,018,000	87,400	1,561,105,400
Net Annual Value	79,978,801	4,370	79,983,171

Alterations have been made to the 32 properties involved in the supplementary valuations and amended rate notices sent out.

**ISSUES/DISCUSSION**

Supplementary valuations will occur each year, it is cognisant to adjust the rates book accordingly.

**COSTS/BENEFITS**

The benefit to Council and the community is that accurate details in respect of valuations, rates charged and property ownership is recorded in the rates book.

**RISK ANALYSIS**

The risk of not adjusting valuations in accordance with revised valuations is that Council may not be charging rates accurately on a fair and equitable basis and the rates record will not be accurate.

**CONSULTATION AND ENGAGEMENT**

Nil.

## **7. DIRECTOR OPERATIONS' REPORTS**

### **7.1 PLANNING APPLICATIONS CURRENTLY BEING PROCESSED**

#### **SUMMARY**

Provides Council with an update on Planning applications currently under consideration and a register of planning permits issued between 15 November and 27 November 2012.

Author: Tyson Sutton – Manager Planning & Local Laws

File No: 02/01/001

Attachment: 7.1 Planning Applications

#### **RECOMMENDATION**

*That Council receives and notes 'Planning Applications Currently Being Processed' report.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with a monthly report identifying the status of planning applications currently under consideration or those permits which have been issued within the preceding month.

#### **BACKGROUND**

The Loddon Shire's Planning Scheme sets out Council's objectives for the Shire with regard to land use and development via the Municipal Strategic Statement and Local Policies, and specifies which uses and developments require planning approval via zones and overlays.

As the responsible Authority it is Loddon Shire Council's duty to administer and enforce its planning scheme.

#### **ISSUES/DISCUSSION**

Attachment 7.1 provides Council with a full list of planning applications currently under consideration and those planning permits issued between 15 November and 27 November 2012.

#### **COSTS/BENEFITS**

Nil

#### **RISK ANALYSIS**

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

#### **CONSULTATION AND ENGAGEMENT**

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process.

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## **7.2 PROPOSED PUBLIC CONSULTATION FOR REVIEW OF THE ROAD MANAGEMENT PLAN AND ROAD ASSET MANAGEMENT PLAN**

### **SUMMARY**

Provides Council with a summary of proposed public consultation in relation to the review of Council's Road Management Plan and Road Asset Management Plan.

Author: Terry Watson Manager Infrastructure Policy and Strategy

File No: 14/01/020

Attachment:

### **RECOMMENDATION**

*That Council receive and note the proposed public consultation process in relation to the review of Council's Road Management Plan and Road Asset Management Plan.*

### **PREVIOUS COUNCIL DISCUSSION**

At its ordinary meeting on 22 June 2009 Council considered and adopted a Road Management Plan Review Report. Pursuant to section 54(5) of the Road Management Act 2004 and Regulation 301 of the Road Management (General Regulations) 2005, a further review is required to be completed by 30 June 2013.

### **BACKGROUND**

Loddon Shire Council maintains responsibility for the operation, maintenance and renewal of an extensive network of local roads. The Road Management Act 2004 (The Act) outlines various responsibilities and obligations of Road Authorities so as to ensure that they act 'reasonably' by inspecting and maintaining these assets to protect the travelling public.

The purpose of the Road Management Plan (RMP) is to establish a management system for Council to inspect, maintain and repair public roads for which it is responsible. Council's RMP is based on policy and operational objectives and considers affordability, resource availability and management of risk.

The Plan utilises documents that set the relevant standard in relation to discharge of duties in the performance of Council's road management functions. In particular, maintenance of the road network through "levels of service" that meets the community's expectations and the definition of 'reasonable' as defined in the Act.

Whilst it is not a legislative requirement for Council to have a RMP, clearly defined and documented operational, management and risk mitigation principals along with specified intervention standards, allows Council to more easily demonstrate that it is acting 'reasonably' with respect to its obligations as a Road Authority.

Council adopted its existing RMP on 22 November 2004 following the introduction of the Act, with subsequent amendment to the Plan occurring on the 26 June 2006. A further Review of the Plan was conducted in 2009 to comply with the requirements of the Act and associated Road Management Act (General Regulations) 2005 (The Regulations).

Complementary to the RMP, Council also adopted its Road Asset Management Plan (RAMP) in June 2008 which outlined financial strategies for asset maintenance, upgrade and renewal along with defined construction standards in an attempt to put in place systems for ensuring the long term financial sustainability of maintaining Councils Road Network utilising existing resources.

In accordance with Local Government Act, Road Management Act and associated Regulations, Council is required to have completed a review of its RMP by no later than 30th June 2013. Whilst it is a mandatory requirement to conduct this review, any subsequent amendment of the plan is at the discretion of Council.

### **ISSUES/DISCUSSION**

An integral part of the formal process of reviewing the RMP and RAMP is public comment and input on matters such as:

- current levels of service, road hierarchy standards and the distribution of hierarchy within the road network
- desired standards and levels of service in the future and any desired changes to the road hierarchy and its distribution.

Public consultation is proposed through a series of targeted community discussions, where selected road users/ratepayers and members of representative bodies (e.g. Victorian Farmers Federation) will be invited to a discussion with Councillors, Senior Staff and Council Officers responsible for the operation, maintenance and renewal of the road network.

Council is also required to prepare a Roadside Weed Management Plan. It is suggested that the same targeted community conversations will assist Council to prepare a plan that best meets the expectations of its community. Discussion on the contents of a Roadside Weed Management Plan can occur at the same targeted community conversations, maximising the benefit Council receives.

### **COSTS/BENEFITS**

The approach of undertaking targeted consultation is expected to facilitate identification and discussion of strategic road use and service provision priorities within the local community, as opposed to specific or isolated matters. These issues may be then used as the primary focus of the review in conjunction with those aspects identified for consideration by internal staff and management.

In accordance with the Act, subsequent consultation with the wider public will also occur through the formal notification and submission process. This process shall provide the opportunity for general input on those aspects of the RMP and RAMP which the public believe require review. It is considered likely that many of the matters raised through this formal submission process will relate to site or location specific issues. As such, the completion of the preceding targeted workshop shall assist Council officers in assessing these submissions within the context of the strategic focus previously identified.

### **RISK ANALYSIS**

The risk of not obtaining public input is that the review of the RMP & RAMP may not adequately address local concerns and levels of service provided throughout the road network may ultimately fall short of community expectations.

Conversely, there is a risk that if not adequately structured, the consultation process may lack focus upon the strategic components of the plans, including road management hierarchies, service levels, construction standards and policies. Whilst consideration should be given to individual or site specific road management issues, these ultimately will need to be related back to a strategic focus within the relevant plan.

### **CONSULTATION AND ENGAGEMENT**

Ratepayers have at times expressed dissatisfaction, through the customer request system, with matters such as:

- low levels of service in regard to tree clearance and grading response on minor gravel and formed roads
- policy of not re-sheeting minor gravel roads
- classification of some roads as private driveways.

Consultation with operations staff concluded that targeted community conversations is the most effective way to gather preliminary public comment on existing levels of service which may then be used in the preparation of materials during the formal review process.

## 8. **DIRECTOR ECONOMY AND COMMUNITY REPORTS**

### 8.1 **2013 LODDON POWERCOR EXCELLENCE AWARDS**

#### SUMMARY

Report on proposed preparations for the 2013 Loddon Powercor Excellence Awards

Author: Christine Coombes

File No: 13/09/11

Attachment: Nil

#### **RECOMMENDATION**

*That Council approve the following venue and date for the 2013 Loddon Powercor Excellence Awards :*

1. *Venue, the Laanecoorie Foreshore Reserve*
2. *Date, Thursday May 30, 2013*

#### **PREVIOUS COUNCIL DISCUSSION**

At the September 2010 meeting, Council approved that the Excellence Awards be held biennially. The 2011 Excellence Awards were held at the Wedderburn Mechanics Institute with awards to be held again in May 2013. The Loddon Shire Council held a Gala Evening in Serpentine in 2012 as the alternate function to the Excellence Awards.

#### **BACKGROUND**

The Loddon Powercor Excellence Awards celebrate the success and dedication of businesses, community organisations and individuals within the Loddon Shire. Past locations that the Excellence awards have been held are:

<b>Year</b>	<b>Township</b>	<b>Ward</b>
2011	Wedderburn	Wedderburn
2010	Boort	Boort
2009	Serpentine	Terrick
2008	Inglewood	Kooyoora
2007	Wedderburn	Wedderburn
2006	Yarrowalla	Terrick
2005	Pyramid Hill	Terrick
2004	Boort	Boort
2003	Serpentine	Terrick
2002	Yarrowalla	Terrick
2001	Tarnagulla	Kooyoora
2000	No Awards	
1999	Inglewood	Kooyoora
1998	Wedderburn	Wedderburn

In 2011 the categories included in the Excellence Awards were:

- Young Achiever
- Employee of the Year
- Major Event Award
- Best Tourism Operator
- Food, Wine and Hospitality Award
- Best Small Business

- Best Large Business
- Agriculture and Primary Industries Award

### **ISSUES/DISCUSSION**

To enable preparations for the 2013 Excellence Awards to begin, approval is required from council as to the location and the date for the event.

The towns in the Tarnagulla Ward have hosted the event less than other Wards over the last 14 years. There is no venue in the Tarnagulla Ward capable of hosting the Excellence Awards until the Newbridge Recreation Reserve is completed. Council may consider hosting the event in Laanecoorie on the banks of the Loddon River in the shadows of the historic Janevale Bridge. This would require Council to hire a marquee for the event, adding approximately \$5,000 to the cost of the evening.

The gala evening in the past has been held on a Thursday evening in May, the preferred date for 2013 would be Thursday May 30.

Categories for the 2013 awards will remain the same as 2011, as holding awards biennially may result in increased nominations and entries with businesses/individuals and organisations not feeling the pressure of entering the awards process each year.

The format of the evening will remain similar to past events, including:

- Pre-dinner canapés, drinks and networking
- Three course meal
- Guest Speaker
- High calibre entertainment

Dependent on the approval of the date of the awards, tentative bookings have been made for a Guest Speaker and Entertainment. The Guest Speaker will be Neil Druce from the Junee Liquorice and Chocolate Factory, the Factory is operated by Green Grove Organics, a family operated farm based enterprise that has been practicing organic farming since 1962. The Entertainer for the evening will be one of Victoria's most iconic musical performers Mike Brady.

### **COSTS/BENEFITS**

Nil

### **RISK ANALYSIS**

Nil

### **CONSULTATION AND ENGAGEMENT**

Nil



**8.2 INGLEWOOD TOWN HALL HUB FUNDING STRATEGY**

**SUMMARY**

This report provides Council with an overview of the Inglewood Town Hall Hub Funding Strategy and request for allocation of the community planning strategic fund to the project.

Author: Tim Jenkyn, Manager Community Planning

File No: 13/09/005

Attachment: Nil

**RECOMMENDATION**

*That Council:*

1. *Receive and note the Inglewood Town Hall Hub Funding Strategy*
2. *Allocate the 2012-13 \$500,000 community planning strategic fund to the project*

**PREVIOUS COUNCIL DISCUSSION**

- Council Report April 2011 – Inglewood Focus on Feasibility Study
- Council Forum August 2012 – Inglewood Town Hall Hub Discussion
- Council Forum September 2012 – Stakeholder Presentation
- Council Report September 2012 - Update on the Inglewood Town Hall Hub Project

**BACKGROUND**

At the September 2012 meeting Council received a presentation from the stakeholder Project Working Group (PWG.) Additionally a draft funding strategy was presented to Council as to how the project can move forward.

<b>FUNDING SOURCE</b>	<b>1 STAGE PROJECT</b>	<b>2 STAGE PROJECT with RDAF</b>	<b>2 STAGE PROJECT without RDAF</b>
• Community Planning CP	CP 150K	CP 75K x 2 (150K)	CP 150K x 1
• Community Planning Strategic Fund (CPSF)	CPSF 500K	CPSF 125K x 2 (250K)	CPSF 500K x 1
• Putting Locals First (PLF)	PLF 500K	PHL 50K x 2 (100K)	PLF 500K x 2 (1M)
• Philanthropic (PHL)	PHL 100K	PLF 500K x 2 (1M)	PHL 200K
• Regional Development Australia Fund (RDAF)	RDAF 500K	RDAF 500K x 1	RDAF Nil
• Community Energy Efficiency Program (CEEP)	CEEP 100K	CEEP 100K x 1	CEEP 100K
	<b>TOTAL 1.85M</b>	<b>TOTAL 2.1M</b>	<b>TOTAL 1.95M</b>

**ISSUES/DISCUSSION**

Based on estimates the cost for a first stage development of the Inglewood Town Hall Hub project is around \$1.8 to 2.1 million, the elements of which were presented at the September council forum. In order to attract external funding detailed plans and opinion of probable cost are required for any application to the State or Federal Governments.

In September 2012 the Project Working Group submitted an application to the State Government Putting Locals First Program for a planning grant in order to produce a business plan, operational charter and governance process, opinion of probable cost and architectural plans for a community-business hub located at the Inglewood Town Hall. Council have been notified of success in achieving the planning grant so this work can now proceed.

Expressions of Interest for the Regional Development Australia Fund (RDAF) opened at the end of October 2012 and closed on the 5th of December 2012. Round three of RDAF, a competitive grants program can provide funding up to \$500,000 for projects located in small towns in rural and regional Australia, with a population less than 30,000. Preference is for projects that have partner contributions, particularly where the contributions include cash. (*RDAF guidelines*)

Council Officers submitted an expression of interest to the RDAF Committee for consideration requesting a \$500,000 contribution to the project. If the RDAF committee recommend the project proceed to application then it is to be submitted by the 27<sup>th</sup> of March 2013.

An application to the State Government Putting Locals First Program is also anticipated at this stage, as an adjunct to the planning work to be undertaken in early 2013. This has been discussed with State Government representatives and the detailed planning will direct thinking as to whether an application for funding to the PLF program is required for a single stage or 2 stage project.

If these applications are successful then the project seeks allocation of the community planning strategic fund in order to deliver the project.

### **COSTS/BENEFITS**

Council and the Inglewood Community Plan have in previous years allocated \$150,000 in community plan funds. Allocation of the \$500,000 community plan strategic fund will provide a total council contribution of \$650,000 to the project. Based on the funding models identified this investment has the potential to attract between \$1.2 and \$1.5 million of external funding to the project.

### **RISK ANALYSIS**

That funding sources are not secured.

### **CONSULTATION AND ENGAGEMENT**

Project planning, consultation and engagement commenced in 2009. This has included the focus on feasibility study, town hall hub strategic plan and detailed planning work undertaken by the project working group to date.

**9. DIRECTOR COMMUNITY AND WELLBEING REPORTS**

**9.1 LODDON HEALTHY MINDS NETWORK – STRATEGIC PLAN UPDATE**

**SUMMARY**

This report provides Council with an update on progress relative to the Loddon Healthy Minds Network Strategic Plan.

Author: Wendy Gladman – Acting Director Community Wellbeing

File No:

Attachment: Loddon Health Minds Network – Strategic Plan 2011-2016 Action Plan

**RECOMMENDATION**

*That Council receive and note the Loddon Healthy Minds Network Strategic Plan progress report*

**PREVIOUS COUNCIL DISCUSSION**

Council adopted the Healthy Minds Strategic Plan 2011-2016 at the Ordinary Meeting held on 12 December 2011

**BACKGROUND**

The Loddon Healthy Minds Network is a special committee of Council operating since 2007. The network meets bi-monthly and consists of representatives from Council, health professionals and community members with an interest in mental health and wellbeing. Cr Condliffe is the current Chair of the committee.

A strategic plan was developed and adopted by Council in December 2011 and further establishes the direction of the Healthy Minds Network for the period 2011-2016.

The six key performance priorities of the network were determined as:

Community Awareness	Build an awareness with the general public about mental health issues
Advocacy	Advocate for the best possible outcomes for Loddon residents
Education	Educate clients, carers and network members about the services that are available
Promotion	Promote the network and it's services
Partnerships	Develop key partnerships
Governance	Improve the governance of the network

From each of these key performance areas goals were identified, and an action plan developed providing timeframes and measures that will assist in the reporting and evaluation of the outcomes.

**ISSUES/DISCUSSION**

The Loddon Health Minds Strategic Plan 2011-2016 Action plan has been provided as an attachment.

**COSTS/BENEFITS**

Council allocates an annual budget of \$5,000 to the Healthy Minds Network committee.

The 2012 activities of the network were further supported with funding provided through the Floods Community Recovery Fund.

**RISK ANALYSIS**

NIL

**CONSULTATION AND ENGAGEMENT**

Bi-Monthly meetings inform the progress of the Loddon Health Minds Strategic Plan actions.

**10. GENERAL BUSINESS**

**11. CONFIDENTIAL ITEMS**

Closing of Meeting to the Public

**RECOMMENDATION**

*That the meeting be closed to the public.*

**NEXT MEETING**

The next Ordinary Meeting of Council will be held on 29 January 2013 at Serpentine commencing at 3.30pm.