

**LODDON SHIRE COUNCIL**

Notice of an Ordinary Meeting of the Loddon Shire Council to be held in the Council Chambers, Serpentine, on Monday 23 July 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 25 June 2012.

Approval of the Forum Minutes of 29 June 2012.

Approval of Ordinary Minutes of 25 June 2012.

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: Nil

**RECOMMENDATION**

*That the:*

- 1. minutes of the Council Forum of 25 June 2012 be confirmed*
- 2. minutes of the Council Forum of 29 June 2012 be confirmed*
- 3. minutes of the Ordinary Council Meeting of 25 June 2012 be confirmed*

**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 the Action Sheet be received and noted.*

**3. INWARDS CORRESPONDENCE**

Nil.

#### 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 the Mayoral Report be received and noted.*

##### 4.2 COUNCILLORS' REPORT

###### SUMMARY

Approval of Councillors' Reports

Author: John McLinden – Chief Executive Officer  
File No: 02/01/001  
Attachment: Nil

###### RECOMMENDATION

*That the Councillors' Reports be received and noted.*



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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:*

- 1. the 'Document for Signing and Sealing' report be received and noted*
- 2. Council endorse the use of the seal on the documents listed*

#### PREVIOUS COUNCIL DISCUSSION

Nil

#### BACKGROUND

N/A

#### ISSUES/DISCUSSION

Loddon Shire Council Instrument of Delegation to Pyramid Hill Memorial Hall Committee of Management

Deed of agreement between Loddon Shire Council and Bitu-Mill (Vic) Pty Ltd for Contract No. 235 Reconstruction of Old Boort Road East from Ch6076m to Ch7346m and Associated Drainage Works

## 5.2 ADOPTION OF REVISED COUNCIL POLICIES

### **SUMMARY**

This report seeks Council adoption of Council Policies following a full policy review.

Author: John McLinden - Chief Executive Officer

File No:

Attachment: Status of reviewed Council Policies  
Draft Council Policies

### **RECOMMENDATION**

*That Council adopt the following Council Policies:*

- *Asset management*
- *Asset naming*
- *Building control*
- *Communication*
- *Council advocacy*
- *Councillors support and reimbursement of expenses*
- *Door knock, street collections and stalls on footpaths*
- *Election of Mayor*
- *Enforcement - local laws*
- *Investment*
- *Plant and equipment private hire*
- *Risk management*
- *Tree planting and clearing on road reserves*
- *Community support*
- *Home and community care services*
- *Rates*

### **PREVIOUS COUNCIL DISCUSSION**

At its February 2012 meeting, Council adopted the Strategic Document, Policy and Procedure Framework as the basis for the review of existing strategic documents, policies and procedures and development of new formal documentation.

### **BACKGROUND**

Council has a significant volume of formal documentation that assists Council's compliance and decision making processes, and documents important organisational information and systems.

A complete review of these formal documents was commenced in 2011.

Prior to reviewing Loddon Shire Council's strategic documents, policies and procedures, a framework was developed to ensure that such documents will be developed and managed consistently and effectively across the organisation. The Strategic Document, Policy and Procedure Framework defines the types of documents and details the requirements for their development, approval, accessibility, control and review.

### **ISSUES/DISCUSSION**

Since January 2012, all Council and Organisational policies have been located, catalogued and reviewed by the Management Executive Group. During the review, decisions were made about:

- the need for new policies
- the potential for certain policies to be amalgamated into a logical broader policy document
- whether to rescind certain policies that were no longer relevant or needed.

The Strategic Document, Policy and Procedure Framework identifies policies as two categories:

- "Council Policies relate to our customers and community, and include planning policies. Council Policies will influence and guide what services are provided and consequently how Council is perceived by our community.
- Organisational Policies relate to the internal business of the council (around matters such as corporate services or governance). Organisational Policies will have a direct effect on our staff but will not have specific relevance to our customers."

Council Policies require adoption by Council, and will be made publicly available on the Loddon Shire website. Organisational Policies are adopted by the Management Executive Group and are not public documents.

Attached are the draft revised and new policies submitted for Council adoption. Also attached is the list of Council Policies that have been revised, created or rescinded during the review process, for information.

The draft Anti-fraud and Corruption Policy will be submitted to Council after consideration by the Internal Audit Committee at its August meeting.



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### 5.3 PROPOSED NBN ROLLOUT IN LODDON SHIRE

#### **SUMMARY**

Report provides an update on the status of the proposed rollout of the NBN in Loddon Shire.

Author: John McLinden - Chief Executive Officer

File No:

Attachment: Letter and attachments from NBN Co

#### **RECOMMENDATION**

*That Council receive further reports on the implementation of the fixed wireless broadband network in Loddon Shire as information becomes available.*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil

#### **BACKGROUND**

Council has received correspondence from NBN Co advising that the fixed wireless component of the proposed broadband rollout will be implemented in the Loddon Shire as part of the 'Horsham cluster' as one of the first areas to be serviced by the NBN.

#### **ISSUES/DISCUSSION**

The initial information raises a large number of questions as to the extent of coverage and the service level provided by a fixed wireless network. At the time of writing this report, Council is yet to receive a briefing from NBN Co, but this has been arranged and will occur prior to the council meeting.

Council should commit to working closely with NBN Co and its partners to ensure that the broadest coverage and fastest service possible will be made available to the people of Loddon Shire. Council will be provided with further reports as the rollout is implemented throughout this municipality.



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#### 5.4 RELOCATION OF SEPTEMBER AND OCTOBER COUNCIL MEETINGS

##### **SUMMARY**

This report seeks Council determination of an alternative venue for the September and October Council Meetings.

Author: Wendy Gladman – Acting Director Corporate Services  
File No: 01/01/001  
Attachment:

##### **RECOMMENDATION**

*That Council determine an alternative venue for the September and October Council meetings.*

##### **PREVIOUS COUNCIL DISCUSSION**

Nil

##### **BACKGROUND**

The Victorian Electoral Commission (VEC) is conducting the 2012 Local Government Elections with the Returning Officer operating from a hub facility in Bendigo and a satellite office at Serpentine. The VEC requires the use of the Council Chambers for the periods:

- 19 September – 28 September
- 22 October – 27 October

##### **ISSUES/DISCUSSION**

The use by the VEC for these periods results in the Council Chambers being unavailable for the Council Meetings on Monday 24 September and Monday 22 October, requiring Council to determine an alternative venue for these two meetings.



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

### **6.1 FINANCE REPORT FOR THE PERIOD ENDING 30 JUNE 2012**

#### **SUMMARY**

This interim report provides Council with financial information for the period ending 30 June 2012.

Author: James Rendell - Manager Financial Services  
File No: 08/06/001  
Attachment: 6.1

#### **RECOMMENDATION**

*That Council receives and notes the Finance Report for the period ending 30 June 2012.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with Finance Reports on a monthly basis.

#### **BACKGROUND**

The Interim Finance Report for the period ended 30 June 2012 includes standard monthly information about cash, investments, interest, debtors, and creditors. This report does not contain the budget versus actual information which is usually provided.

Full information will be provided to Council when the Financial Statements for the year have been finalised and audited.

#### **ISSUES/DISCUSSION**

Nil



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## 6.2 STAFF TRAINING AND DEVELOPMENT REPORT 2011/2012

### **SUMMARY**

This report provides Council with information on the training delivered to staff during the 2011/2012 financial year.

Author: Carol Canfield - Organisational Development  
File No: 03/02/002  
Attachment: Nil

### **RECOMMENDATION**

*That Council receives and notes the staff training and development report.*

### **PREVIOUS COUNCIL DISCUSSION**

Previous report to Council – July 2010

### **BACKGROUND**

Council is committed to providing staff with access to staff training and development opportunities that enable continuous learning and career growth in line with individual aspirations and Council's Goals.

The annual Staff Development Review process identifies the training requested by staff members. Staff training needs are identified jointly by the employee and their manager. From this needs analysis, training is prioritised taking into consideration time and budget constraints, other opportunistic training is also offered as it is identified during the year.

### **ISSUES/DISCUSSION**

Training identified and provided to staff in 2011/12 included:

- First Aid & CPR
- Anaphylaxis Training
- Traffic management
- Spotters Tickets
- Construction Induction (Formerly Red Card)
- Plant and Vehicle Management Workshop
- Grader Operator Training
- Level I Bridge Inspection Training
- Asset Management Training
- How to Excel at Managing and Supervising People
- OH&S
- Role of WorkCover Coordinator
- Tax Workshop
- Know your Award Training
- Unsealed Local Roads Course
- Contract Law for Non-Lawyers

- Problem Solving Injury Management
- Map Creation & Data Management
- Create a Simple Website
- Excel Training
- Word Training
- Expedite for MCH Training
- A Walker Learning Approach
- Ignite Pro Series
- Food Act Enforcement workshop
- Council Report Writing
- MAV Step Training

If requested courses were unable to be provided during the year, these requests, if still relevant, are considered in the development of the next training plan.

### **Traineeships**

Twenty four staff commenced Australian Traineeships during 2011/12. These traineeships attract government funding of \$4,000 per staff member - \$1,500 at 3 months period and \$2,500 on completion. Funding available for mature age students in skill shortage areas attracts an additional \$13,000 per participant. Council currently has 2 staff members eligible for this additional funding.

From 1 July the funding available for all new traineeships will decrease to \$3000 per participant and will no longer cover Diploma courses unless courses are in a skill shortage area.

The Traineeships commenced in 2011/12 are:

Certificate IV in Statutory Compliance & Local Laws – 2 staff  
Diploma of Children Services  
Diploma of Children Services (*withdrew after 1<sup>st</sup> Incentive*)  
Diploma of Management for Community Services  
Diploma of Record Keeping  
Diploma of Management & Human Resources  
Certificate IV in Bookkeeping/Accounting  
Certificate III in Asset Maintenance (Waste Maintenance)  
Diploma of Management  
Certificate III in Landscape Construction – 2 staff  
Certificate III in Automotive – Heavy Vehicles  
Certificate III in Local Government Operational Works – 10 staff  
Certificate III in Local Government Operational Works (*not eligible for Incentive*)

### **Apprenticeships**

Council currently has two staff undertaking apprenticeships in the following areas:

Certificate III in Engineering - Technician  
Certificate III in Mechanical Technology – Heavy Vehicle Mobile Equipment



### **Study Assistance**

Three staff members also availed themselves of the Council's Study Assistance Scheme. These staff for various reasons were not eligible for the incentives available under the Australian Traineeships Scheme.

The Study Assistance Scheme provides 4 hours per week to attend classes as well as half the cost of the course up to a maximum of \$1,500.

The Study Assistance Scheme support training in:  
Certificate IV in Sport and Recreation  
Certificate III in Horticulture  
Certified Practising Accountant (CPA)

### **Incentives**

Incentives of \$26,500 have been received to date, with a further \$89,000 to be paid on completion of courses.

**6.3 SECTION 86 COMMITTEE OF MANAGEMENT AMENDED INSTRUMENT OF DELEGATION:  
WEDDERBURN LITERARY INSTITUTE  
YANDO PUBLIC HALL  
INGLEWOOD TOWN HALL**

**SUMMARY**

This report seeks Council's approval of amended Instruments of Delegation for the Wedderburn Literary Institute, Yando Public Hall and Inglewood Town Hall Committees of Management.

Author: Wendy Gladman, Acting Director Corporate Services  
File No: 02/01/15  
Attachment: Instruments of Delegation

**RECOMMENDATION**

*That Council approves the amended Instruments of Delegation for:*

- 1. Wedderburn Literary Institute Committee of Management*
- 2. Yando Public Hall Committee of Management*
- 3. Inglewood Town Hall Committee of Management*

**PREVIOUS COUNCIL DISCUSSION**

Council has been progressively approving amended Instruments of Delegation as they are returned by committees.

**BACKGROUND**

The Instruments of Delegation for the Wedderburn Literary Institute Committee of Management, the Yando Public Hall Committee of Management and the Inglewood Town Hall Committee of Management presented to Council for approval.

The delegations have been amended to the format that Council approved at the Ordinary Meeting held on 23 April 2012.

The Instruments of Delegation are provided as attachments.

**ISSUES/DISCUSSION**

Nil

## 6.4 DEFINED BENEFITS SUPERANNUATION 2012 CALL

### **SUMMARY**

This report advises Council of the significant financial issue, being the call made for additional funds to top up the defined benefits superannuation scheme, which has only recently been brought to officer's attention.

Author: James Rendell – Manager Financial Services  
File No: 07/01/001  
Attachment: Nil

### **RECOMMENDATION**

*That Council note this report, its impact on Council's short, medium and longer term financial planning, and ask for a further report once final details are available.*

### **PREVIOUS COUNCIL DISCUSSION**

No previous ordinary meeting council discussion has occurred on this matter, other than within forums.

### **BACKGROUND**

Prior to December 1993 every staff member of a local government authority was part of the defined benefits superannuation scheme. After that time no further additions to the scheme were allowed however, the liability still remained for those staff who were members of the scheme up to 1993.

The scheme differs from other government superannuation in that the scheme for Local Government is required to be fully funded.

In accordance with the Australian Credential Regulation Authority, Trustees are required to complete an actuarial review of superannuation funds at least every three years, to ensure current assets are adequate to meet the benefits owed to members.

As a consequence of this requirement there have been various calls on local government since 1995, to provide additional lump sum funding to ensure this occurs. The Loddon Shire Council has had a number of calls for funds as part of its contribution to the scheme. The last call in 2010, totalling \$71 million state wide, resulted in a cost to Council of \$400,000.

Information received from Rob Spence, CEO of the Municipal Association Victoria on 2 July 2012 has indicated that the state wide Victorian Local government shortfall at 31 December 2011 would be in the vicinity of \$450 to \$460 million. Based on the same percentage representation as the previous calls for funds, Loddon Shire Council's share of the shortfall would be approx. \$2.4 million.

### **ISSUES/DISCUSSION**

As the amount expected to be paid by the Loddon Shire Council, as part of Council's share of the defined benefits scheme, is well in excess of the previously expected amount, this issue will

now have a significant effect on the financial operations of council. As no payment is required before 1 July 2013, this will be particularly evident in the 2013/14 financial year.

Representatives from the Auditor General's Office have advised officers that the amount due to be paid to the superannuation scheme is required to be recorded in the 2011/12 financial accounts. As such, Council's financial results for the 2011/12 will record a substantial variation to the results presented in the March 2012 quarterly financial report and in the draft 2012/13 budget.

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

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

#### **SUMMARY**

Attachment 7.1 provides Council with a full list of planning applications currently under consideration and those planning permits issued between 1 and 30 June 2012.

Author: Tyson Sutton – Manager Planning and Local Laws  
File No: 02/01/001  
Attachment: 7.1 Planning Applications

#### **RECOMMENDATION**

*That 'Planning Applications Currently Being Processed' report be received and noted.*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil

#### **BACKGROUND**

Nil

#### **ISSUES/DISCUSSION**

Nil



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## 7.2 UPDATE ON APPROVED PLANNING SCHEME AMENDMENTS

### **SUMMARY**

Report provides Council with an update on various planning scheme amendments previously approved for implementation.

Author: Tyson Sutton – Manager Planning & Local Laws  
File No: 13/01/003  
Attachment: Nil

### **RECOMMENDATION**

*That Council:*

1. *Resolve to abandon Amendment C29 to the Loddon Planning Scheme.*
2. *Receive and note the current status of Amendments C28, C30, C32 and C33*

### **PREVIOUS COUNCIL DISCUSSION**

The amendments addressed in this report appear in Council's regular action list.

### **BACKGROUND**

This report has been prepared to provide Council with an update on various planning scheme amendments which have been approved for implementation.

### **ISSUES/DISCUSSION**

#### **C28 – Ridge Street, Wedderburn**

Amendment C28 to the Loddon Planning Scheme proposes to rezone land from the Rural Living Zone to the Township Zone to facilitate the development of a green-field residential development. The amendment affects land on Yelka Street, Wedderburn to the west of Council's recently constructed executive residence.

Parsons Brinckerhoff was engaged to prepare this amendment on behalf of Council. However, following the closure of their Bendigo office this resource was no longer available. The amendment received authorisation from the Minister but due to allocation of internal resources to other projects the authorisation lapsed before exhibition could be commenced.

The amendment was submitted to the Minister for new authorisation on 10 July 2012. Once authorisation is received the amendment will be placed on public exhibition.

#### **C29 – Boort Charlton Road, Boort**

Amendment C29 proposes to rezone land from the Farming Zone to the Industrial 1 Zone to implement the Boort Structure Plan as contained in the Municipal Strategic Statement. The amendment applies to Council owned land on the north side of the Boort Charlton Road between Whittaker Lane and Barclay Street.

The land affected by C29 is subject to planning permit application 4773 and is under offer to be sold to the proponent. The planning permit application seeks approval to use the site for grain storage and handling (rural store) which is a discretionary use under the provisions of the Farming Zone. Therefore the amendment is not required to facilitate the proposed use of the land.

It is recommended that Council abandon Amendment C29.

#### C30 – McMillans Road, Boort

Amendment C30 proposes to rezone land from the Township Zone to the Industrial 3 Zone to facilitate light industrial and compatible commercial development. The proposal applies to land on the northern periphery of Boort adjacent to Boort Park

Parsons Brinckerhoff was engaged to prepare this amendment on behalf of Council. However, following the closure of their Bendigo office this resource was no longer available. The amendment received authorisation from the Minister but due to allocation of resources to other projects the authorisation lapsed before exhibition could be commenced.

The proposed amendment was submitted the Minister for new authorisation on 26 June 2012. Once authorisation is received the amendment will be placed on public exhibition.

#### C32 – Cemetery Road, Bridgewater

Rezones land from the Farming Zone to the Industrial 3 Zone to implement the Bridgewater Structure plan as contained in the Municipal Strategic Statement. This amendment was prepared at the request of the landowner.

Council has adopted the amendment and it was submitted to the Minister for approval on 28 June 2012.

#### C33 – Sugarqum Drive, Bridgewater

Amendment C33 proposes to rezone land from the Farming Zone to the Low Density Residential Zone to implement the Bridgewater Structure plan as contained in the Municipal Strategic Statement. It also introduces the Development Plan Overlay into the Loddon Planning Scheme.

The amendment was submitted to the Minister for new authorisation 18 June 2012. Once authorisation is received the amendment will be placed on public exhibition.

#### C36 – Rural Zones Review

Amendment C36 seeks to implement the recommendations of the Loddon Shire Rural Zones Review 2012. The amendment proposes revisions to planning policy and Farming Zone schedule, introduction and application of the Rural Conservation Zone and Rural Activity Zone as well as rezoning additional land to the Rural Living Zone, Township Zone, Public Conservation and Resource Zone and Public Park and Recreation Zone.

The amendment was submitted to the Minister for authorisation on 4 May 2012. Once authorisation is received the amendment will be placed on public exhibition.



### 7.3 2011/2013 FLOOD RESTORATION PROGRAM PROGRESS REPORT

#### **SUMMARY**

This report outlines Council's progress in delivery of the 2011/2013 Flood Restoration Program to the period ending 30<sup>th</sup> June 2012.

Author: Steven Phillips. Manager Works  
File No: 14/01/001  
Attachment: Nil

#### **RECOMMENDATION**

*That Council receive and note progress in delivery of the 2011/2013 Flood Restoration Program.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council was presented with the initial delivery program for the 2011/2013 Flood Restoration Program at the August 2011 ordinary Council Meeting.

#### **BACKGROUND**

In March 2011 a claim for \$22,422,329.00 for costs to repair the damage caused by the flooding that occurred between September 2010 and January 2011 was submitted for funding under the Natural Disaster Financial Assistance Council Guidelines. The Claim was approved on 14<sup>th</sup> March 2011.

A second claim for repair of damage caused by the flooding between September 2010 and January 2011 has been approved for \$8,281,664 under the Natural Disaster Financial Assistance Council Guidelines.

A third claim for road infrastructure repair costs is currently being prepared and will be submitted in August 2012 along with a fourth claim which will provide for administration, design and project management costs incurred to date as well as projected until the end of the program in June 2013.

The delivery of the Program commenced in March 2011 with the final delivery date estimated as 31<sup>st</sup> May 2013, this assumes a program life of 27 months. At end of this time all works relating to the Program need to be completed to allow for finalisation of expenditure prior to the end of the 2012/2013 financial year.

#### **ISSUES/DISCUSSION**

The following table outlines the total number of jobs included in the 2011/2013 Flood Restoration Program and the number of jobs that have been completed, the figures in this table do vary from previous reports due to the rectification of errors in the database:

**Number of Jobs in Flood Restoration Program by Year and Quarter.**

| <b>2011 - 2012</b> | <b>Programed</b> | <b>Completed</b> | <b>% Completed</b> |
|--------------------|------------------|------------------|--------------------|
| Quarter 1          | 94               | 84               | 89%                |
| Quarter 2          | 200              | 186              | 93%                |
| Quarter 3          | 163              | 127              | 78%                |
| Quarter 4          | 166              | 150              | 90%                |
| TBA                | 158              | 63               | 40%                |

| <b>2012 - 2013</b> | <b>Programed</b> | <b>Completed</b> | <b>% Completed</b> |
|--------------------|------------------|------------------|--------------------|
| Quarter 1          | 239              | 162              | 68%                |
| Quarter 2          | 226              | 164              | 73%                |
| Quarter 3          | 219              | 118              | 54%                |
| Quarter 4          | 163              | 82               | 50%                |
| TBA                | 3                | 2                | 67%                |
| <b>Total</b>       | <b>1631</b>      | <b>1138</b>      | <b>70%</b>         |

A number of jobs have already been completed from each quarter in both years of the Program. This is a result of the nature of the damage caused by the flood events and the requirement to respond to Works Requests that are flood related. The ability to be flexible in the delivery of the Program has enabled Council to respond to Work Requests, weather conditions and ground conditions, therefore allowing for efficiencies to be gained in executing the Program. All uncompleted activities from 2011/2012 have been reprogramed for completion in 2012/2013.

The following table outlines the total activities within the Program and shows programmed versus total completed activities.

**Total activities completed to end June 2012**

| <b>Activity</b> | <b>Programed</b> | <b>Completed</b> | <b>Units</b> | <b>% Completed</b> |
|-----------------|------------------|------------------|--------------|--------------------|
| LRG             | 235.4            | 166.9            | km           | 71%                |
| LRS             | 414.2            | 258              | km           | 62%                |
| LRSS            | 58.1             | 51.1             | km           | 88%                |
| LRC             | 18.85            | 8.12             | km           | 43%                |
| TSI             | 13               | 1                | Jobs         | 8%                 |
| TSD             | 2                | 0                | Jobs         | 0%                 |
| SAF             | 8                | 6                | Jobs         | 75%                |
| AMN             | 1                | 1                | Jobs         | 100%               |
| LBCC            | 70               | 41               | Jobs         | 59%                |
| LFCC            | 109              | 75               | Jobs         | 69%                |

The above table indicates that 72% of the total activities within the Program have been completed to end of the 4<sup>th</sup> Quarter 2011/2012.

The following Table outlines Councils total expenditure in delivering the program to 18<sup>th</sup> June 2012:

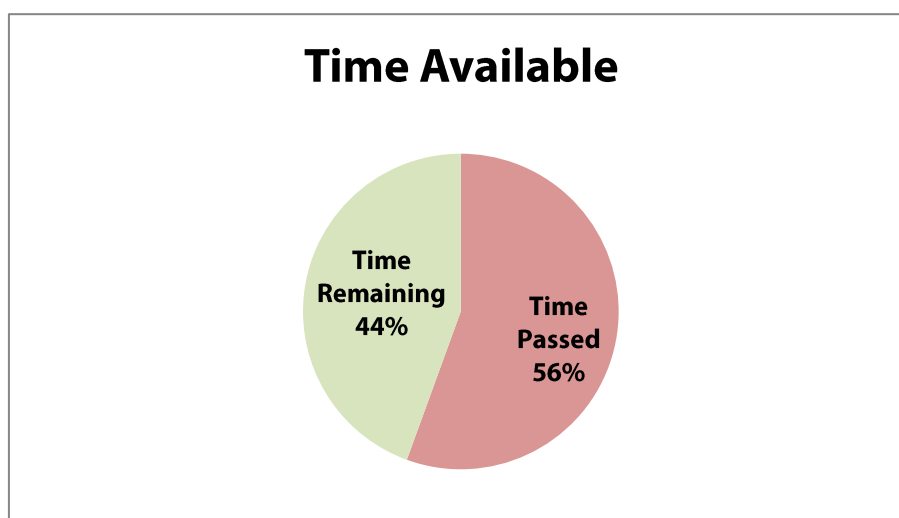
**Budget Vs Expenditure to 18th June 2012**

| <b>Activity</b> | <b>Budget</b> | <b>Expenditure</b> | <b>%</b> | <b>Prog #</b> |
|-----------------|---------------|--------------------|----------|---------------|
|-----------------|---------------|--------------------|----------|---------------|

|              |                      |                      |            |     |
|--------------|----------------------|----------------------|------------|-----|
| LRG          | \$ 648,300           | \$ 406,347           | 63%        | 360 |
| LRS          | \$ 22,755,426        | \$ 7,502,412         | 33%        | 352 |
| LRSS         | \$ 2,671,268         | \$ 778,894           | 29%        | 353 |
| LRC          | \$ 2,455,373         | \$ 567,003           | 23%        | 351 |
| TSI          | \$ 217,829           | \$ 63,120            | 29%        | 356 |
| TSD          | \$ 130,000           | \$ 29,060            | 22%        | 371 |
| SAF          | \$ 25,956            | \$ 9,911             | 38%        | 350 |
| AMN          | \$ 500               | \$ -                 | 0%         | 349 |
| LBCC         | \$ 931,632           | \$ 839,985           | 90%        | 354 |
| LFCC         | \$ 473,498           | \$ 141,614           | 30%        | 359 |
| <b>Total</b> | <b>\$ 30,309,781</b> | <b>\$ 10,338,345</b> | <b>34%</b> |     |

The expenditure to 18<sup>th</sup> June 2012 represents 34% of the total Budget and a breakdown by each Activity can be seen in the above table.

A total of 27 months is available to deliver the Program of which 15 months has passed. The following chart displays time passed and time remaining as a percentage of the total Program period:



During the past 15 months of the program, the following activities have been completed:

- 70% of the total Program by jobs
- 72% of the total activities within the Program
- 34% of the total Budget expended
- 56% of the time available has passed

Delivery of the current Program is on track to be completed in early 2013 and within the total Budget. It is evident that the budget for activity LBCC will go over by 100%; however there are more than sufficient savings in other activities to cover for this.

The inclusion of any additional works through claim 3 or subsequent claims is not anticipated to present any barrier to the completion of the Program before the end of May 2013.



Council will receive further updates on progress of the 2011/2013 Flood Restoration Program delivery each quarter.

#### 7.4 BUILDING DEPARTMENT ACTIVITY STATISTICS: JANUARY TO JUNE 2012

##### **SUMMARY**

Provides information to Council on the level of building activity within the municipality.

Author: David Turner – Municipal Building Surveyor  
File No:  
Attachments: Building Permit Approvals  
Occupancy Permits Issued  
Certificates of Final Inspection Issued  
Summary of Building Inspections undertaken  
Graph Sheets of Comparisons – 2005 to 2012

##### **RECOMMENDATION**

*That Council receive and note the “Building Activity Statistics Report”.*

##### **ISSUES / DISCUSSION**

There has been a very moderate increase of approximately 16% in the number of building permits issued and a significant decrease of approximately 56% in the total value of building works compared with the last six (6) months of 2011. This is mainly due to the developments by Hazeldenes at Prairie and Newbridge.

In comparison to the same period in 2011 there has been a minor decrease in the numbers of building permits issued, and there has been a moderate increase in the total value of building works which can generally be attributed to the rising cost of building work and a large dwelling near Bridgewater.



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## 7.5 SPECIAL CHARGE SCHEME - ARNOLD NEWBRIDGE ROAD

### **SUMMARY**

Report provides Council with a summary of the options and costs associated with a recent request for implementation of a special charge scheme to upgrade the Arnold Newbridge Road and adjacent unused road reserves to an all-weather standard.

Author: David Fry  
File No: 14/01/001  
Attachments: 1: Map of Area  
2: Cost apportionment Calculations  
3: Cost Distribution Chart (Method F)

### **RECOMMENDATION**

*That Council does not proceed with the implementation of a Special Charge Scheme for the upgrade of the Arnold Newbridge Road and adjacent unused road reserves.*

### **PREVIOUS COUNCIL DISCUSSION**

During its ordinary meeting in May 2012, Council was briefed on a recent request, seeking the introduction of a special charge scheme for the upgrade of the Arnold Newbridge Road and associated unused road reserves to an all-weather standard.

The request for a potential special charge scheme arose from a speculator who owns numerous holdings in this area with the objective of satisfying access requirements under the Loddon Planning Scheme for potential residential development in the farming zone.

Before considering this matter Council requested that officers investigate the potential rules which could be applied under a special charge scheme and in particular the methodology and estimated cost apportionment to affected landowners.

### **BACKGROUND**

The requested Special Charge Scheme would result in the expansion of Council's all-weather access road network to include the majority of the Arnold Newbridge Rd and associated unused road reserves, servicing 32 individual titles as shown within the attached map (see attachment 1).

The ownership pattern for this area has changed significantly over recent years as a result of a speculator purchasing a large holding in this area which has subsequently been broken up and individual allotments on-sold. As a result there are currently 17 different owners in this area who would be affected by the proposed special charge scheme.

All the allotments in the area shown require access from one or more of the roads marked A, B, C, D, (See attachment 1). None of these roads are considered to be of an all-weather access standard, and in fact many are currently undeveloped (i.e. unused road reserves).

Under the Loddon Planning Scheme any potential development of these blocks, which are located within the Farming Zone, would require the upgrade of the adjoining road to an all-

weather access standards at the cost of the developer. An alternative option for the funding of the upgrade of these roads is the application of a special charge scheme. This would mean that the cost of providing all weather access would be shared across all those receiving benefit from the upgrade.

The extent of the potential Special Charge Scheme is highlighted on attachment 1 being the roads marked in blue and identified as A, B, C, and D.

As well as the above area of land there are two further properties that would potentially gain a special benefit from the upgrade of road A. The two properties are marked in Green and Pink and the individual allotments that gain a benefit are hashed. Each of the properties is currently part of a larger farming enterprise. As a benefit would be provided, these properties have however been included within the cost apportionment calculations.

### **ISSUES/DISCUSSION**

Council under section 163 of the *Local Government Act 1989* have the ability to raise a special charge or rate. A special charge relates to a special benefit provided to a person or group of people that is not normally available to others in a similar situation. This would be the provision of all-weather access to an area that did not normally have that level of service.

To determine the most equitable method to distribute costs for a Special Charge Scheme six different apportionment models were tested. They were:

Method A. Straight distribution based on a pro rata contribution for contiguous properties: This method involved the apportionment of costs on the basis of an equal distribution of cost between all landowners requiring particular roads to be upgraded to access their properties.

e.g. The owner of allotment 49~G requires the use of roads A and B and therefore would pay an equal share for the cost of both of these roads.

Method B. Straight distribution based on a pro rata contribution for individual allotments: This method is similar to that above in Method A, however cost apportionment is based upon individual allotments as opposed to contiguous properties.

Method C. Straight distribution based on the number of properties: This method sees an equal distribution of costs for all roads across all landowners regardless of whether the upgrade of the section of road is required to service their property.

Method D. Straight distribution based on number of allotments: As per Method C above however cost has been divided by the number of allotments rather than contiguous properties.

Method E. Pro rata distribution based upon road length and individual allotments: This method proposes that the landowner only contribute towards the road required to access their property however also then apportions cost for those roads on a demand basis i.e. the length of each road required to access their property.



Method F. Pro rata distribution based upon road length and individual contiguous properties: As per Method E above however cost is apportioned based upon contiguous properties as opposed to individual allotments.

Attachment 2 shows the associated cost distribution of the total construction cost, estimated at \$271,100, using each of the methods identified above.

The pricing on each of the roads within the proposed scheme has been developed using preliminary site inspections and historical construction rates. As such it should be taken as an estimate only and more detailed survey and design works will be required to obtain a firm construction cost.

A number of complexities exist along the various roads proposed to be developed which could lead to additional cost implications. These include provision of adequate drainage structures through floodway areas and native vegetation removal requirements.

Of the methods considered above, if a special charge scheme were to be implemented, the recommended method for the most equitable distribution of costs for this scheme would be Method F as it calculates a cost based on the exact portion of each road that any property uses.

A consideration when looking to implement this Special Charge Scheme is that the area in question is located within the Farming Zone. Whilst the land comprising many of these allotments may not be the most productive within Loddon Shire, it is considered that the area can sustain farming operations, as was the case prior to the purchase of this land by the speculator.

Further, given the size of some of the individual allotments within the proposed area it is highly likely that a number of these properties, even with all weather access provided, will not be able to obtain a planning permit for a dwelling as it will be difficult to substantiate that such a dwelling is reasonably required to support the agricultural pursuit being conducted on the property.

It is also noted that during the preparation of Councils Rural Zones Review, this area was not identified for potential rezoning. This was primarily due to the fact that the land and surrounding areas maintain no significant environmental assets warranting application of the Rural Conservation Zone and that surrounding areas including some of the identified allotments continue to function as farming land. Accordingly the application of a rural activity or living zone was not considered suitable.

Taking all of the above factors into consideration it is recommended that a Special Charge Scheme not be undertaken on this area of land as the existing road classification and condition is considered suitable for farming enterprises.



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

### **8.1 COMMUNITY PLANNING PROGRAM 2012/13 FUNDING ARRANGEMENTS**

#### **SUMMARY**

This report provides Council with recommendations from the Community Planning Project Assessment Committee - with due consideration of feedback from the June Council meeting and subsequent forum - for projects to be funded in the 2012/2013 financial year.

Author: Tim Jenkyn, Manager Community Planning

File No:

Attachment:

#### **RECOMMENDATION**

*That Council approve the 2012/2013 community planning funding arrangements, being:*

- 1. A \$50,000 ward allocation to each of the five wards*
- 2. A one-off \$40,000 allocation to each ward using the 2011/12 Strategic Pool to assist with transition to the new funding arrangements*
- 3. An allocation of \$500,000 to the Strategic Pool.*

#### **PREVIOUS COUNCIL DISCUSSION**

- Council Report December 2011 – Community Infrastructure Priorities
- Council Forum April 2012 – Wedderburn Ward Councillor Discussion Paper
- Council Forum April 2012 – Community Planning, Engagement and Ward Boundary Changes
- Council Budget Meeting May 2012
- Council Meeting June 2012 – Community Planning Program 2012/13
- Council Forum June 2012 – Community Planning Allocation Policy

#### **BACKGROUND**

Through the 2012/13 budget process Council endorsed changes to funding of the Community Planning Program and the Loddon Shire Community Grants Program.

In the 2012/13 financial year Community Plan funding is based on a \$50,000 allocation per ward (5 wards totalling \$250,000) as well as an additional \$40,000 per ward as a result of equitable distribution of the unallocated 2011/12 community plan strategic fund (\$200,000.) This will see an allocation of \$90,000 for each of the five wards in 2012/13.

The increase from \$100,000 to \$200,000 for the Loddon Shire Community Grants Program and a \$500,000 Community Planning Strategic Fund Allocation complement the community planning ward allocations.

This approach to community planning will assist transition to a new community planning structure to be implemented over the next 12 months. This will involve significant discussion and engagement with Loddon's communities and seek a long term vision for community planning and development.

**ISSUES/DISCUSSION**

Nil

## 8.2 COMMUNITY PLANNING PROGRAM 2012/13

### **SUMMARY**

This report provides Council with recommendations from the Community Planning Project Assessment Committee - with due consideration of feedback from the June Council meeting and subsequent forum - for projects to be funded in the 2012/2013 financial year.

Author: Tim Jenkyn, Manager Community Planning  
File No:  
Attachment: Loddon Shire Community Planning Projects 2012/2013

### **RECOMMENDATION**

*That Council approve the 2012/2013 community planning projects in accordance with the attached list.*

### **PREVIOUS COUNCIL DISCUSSION**

- Council Report December 2011 – Community Infrastructure Priorities
- Council Forum April 2012 – Wedderburn Ward Councillor Discussion Paper
- Council Forum April 2012 – Community Planning, Engagement and Ward Boundary Changes
- Council Budget Meeting May 2012
- Council Meeting June 2012 – Community Planning Program 2012/13
- Council Forum June 2012 – Community Planning Allocation Policy

### **BACKGROUND**

Council has approved amended funding arrangements for community planning in 2012/13. These amended arrangements provide a one-off funding allocation to meet as far as is possible, the community planning requests previously submitted to Council.

### **ISSUES/DISCUSSION**

Council received 54 projects for consideration in community planning for the 2012/13 financial year. The total cost of projects identified from documents submitted by community planning groups in March 2012 amounted to \$506,800.

The assessment committee recommends allocating \$471,100 as per the attached spreadsheet. This is based on \$450,000 community plan funds and \$21,100 referred to shire community grants.

The attached table provides details of all projects considered except those where it is known that Councillors may have a conflict of interest due to membership on a community committee.



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### 8.3 COMMUNITY PLANNING PROGRAM 2012/13 - LAANECOORIE

#### **SUMMARY**

Author: Tim Jenkyn, Manager Community Planning  
File No:  
Attachment: Loddon Shire Community Planning Projects 2012/2013

#### **RECOMMENDATION**

*That Council approve the 2012/2013 community planning projects in accordance with the attached list.*

#### **PREVIOUS COUNCIL DISCUSSION**

- Council Report December 2011 – Community Infrastructure Priorities
- Council Forum April 2012 – Wedderburn Ward Councillor Discussion Paper
- Council Forum April 2012 – Community Planning, Engagement and Ward Boundary Changes
- Council Budget Meeting May 2012
- Council Meeting June 2012 – Community Planning Program 2012/13
- Council Forum June 2012 – Community Planning Allocation Policy

#### **BACKGROUND**

Some projects in the 2012/13 community planning program have been identified as being a potential conflict of interest to councillors due to their membership on community committees. Reports seeking approval for the 2012/13 program have been structured to maximise participation by all councillors in the decision making process for as many of these projects as possible.

#### **ISSUES/DISCUSSION**

Laanecoorie project.



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#### 8.4 COMMUNITY PLANNING PROGRAM 2012/13 - BOORT

##### **SUMMARY**

Author: Tim Jenkyn, Manager Community Planning  
File No:  
Attachment: Loddon Shire Community Planning Projects 2012/2013

##### **RECOMMENDATION**

*That Council approve the 2012/2013 community planning projects in accordance with the attached list.*

##### **PREVIOUS COUNCIL DISCUSSION**

- Council Report December 2011 – Community Infrastructure Priorities
- Council Forum April 2012 – Wedderburn Ward Councillor Discussion Paper
- Council Forum April 2012 – Community Planning, Engagement and Ward Boundary Changes
- Council Budget Meeting May 2012
- Council Meeting June 2012 – Community Planning Program 2012/13
- Council Forum June 2012 – Community Planning Allocation Policy

##### **BACKGROUND**

Some projects in the 2012/13 community planning program have been identified as being a potential conflict of interest to councillors due to their membership on community committees. Reports seeking approval for the 2012/13 program have been structured to maximise participation by all councillors in the decision making process for as many of these projects as possible.

##### **ISSUES/DISCUSSION**

Boort project.



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## 8.5 2012 “NATURALLY LODDON A WONDERLAND IN SPRING” FESTIVAL REPORT

### **SUMMARY**

The 2012 “Naturally Loddon a wonderland in spring” festival is to be held from the 1 September until 7 October 2012.

Tourism Victoria has sponsored the event to the value of \$1,500 towards marketing and promotions.

The Nature Tourism Festival Committee has held a Media Workshop through Boort Resource Centre to assist volunteers with marketing and promotions of their event.

Author: Robyn Vella  
File No: 16/07/002  
Attachment: Draft brochure and poster

### **RECOMMENDATION**

*That the Nature Tourism Festival report be received and noted.*

### **PREVIOUS COUNCIL DISCUSSION**

A Council Report was submitted in November 2011 outlining the outcomes of the 2011 “Naturally Loddon” a wonderland in spring festival.

### **BACKGROUND**

The “Naturally Loddon a wonderland in spring” festival is an initiative of the Loddon Shire Nature Tourism Advisory Team and an action in the Nature Tourism Plan.

This event commenced in September 2010 and now been operating for 3 years showcasing the shire’s flora and fauna and natural features.

The 2012 Nature Tourism festival subcommittee consists of key stakeholders from North Central Catchment Management Authority, Loddon Shire Council, Wedderburn Conservation Management Network, Parks Victoria, Boort Art Group, Loddon Plains Landcare Networks, Loddon Southern Region Tourism Committee, Friends of Kooyoora, Friends of Terrick Terrick and Mulwarrie Studio.

The role of the committee is to develop, coordinate and promote a program of events with existing resources.

While each organisation is responsible for their event; marketing and promotions was jointly managed through the festival subcommittee and the individual organisation.

## **ISSUES/DISCUSSION**

For 2012, the “Naturally Loddon a wonderland in spring” festival will be held from 1 September to 7 October and involving 14 events in different locations across the Municipality.

The majority of the activities are conducted over 6 weekends with the exception of Mulwarrie Studios who are organising exhibitions over the duration of the festival.

The Loddon Southern Region Tourism and Development Committee are conducting a new event a detector key hunt which has been sponsored by the Inglewood and Districts Community Bank (Bendigo Bank).

This year the Nature Tourism Festival Committee supported 7 event coordinators by organising a Media Workshop to assist with marketing and promotions. It is important to recognise the contribution of Sue Forster from Boort who was tutor this year and with her exceptional media expertise, built the work shop around communicating the message to a wider audience.

Components in the workshop were identifying message, target audience, delivery method and media research.

Feedback from participants that the workshop was excellent and coordinators can follow up with the tutor.

Each organisation that is coordinating an event is responsible for their specific marketing and promotions. The media workshop assisted event coordinators in communicating their message utilising the “Naturally Loddon” theme.

Tourism Victoria through the Country Victoria Events program has sponsored the festival \$1,500 to support marketing and promotions of this event. The funding will go towards the designing and printing of the brochure/poster and advertising in relevant media.

The “Naturally Loddon” a wonderland in spring, the region is reliant on volunteer support. The sustainability of the festival and in particular the recruitment of new volunteers will continue to be a key focus.

Attached to this report are draft brochures to promote the festival and to outline each event.

9. **GENERAL BUSINESS**

10. **CONFIDENTIAL ITEMS**

**Closing of Meeting to the Public**

**RECOMMENDATION**

*That the meeting be closed to the public.*

11. **NEXT MEETING**

The next Ordinary Meeting of Council will be held on Monday 27 August 2012 at Serpentine commencing at 3.30pm.