

**LODDON SHIRE COUNCIL - MINUTES OF THE ORDINARY MEETING HELD IN THE  
COUNCIL CHAMBERS AT SERPENTINE – MONDAY 26 MARCH 2012**

The meeting commenced at 3.30pm with the Prayer.

**Present**

Cr Geoff Curnow (Mayor)  
Cr Neil Beattie  
Cr Christine Brooke  
Cr Allen Brownbill  
Cr Gavan Holt

**In Attendance**

Mr John McLinden, Chief Executive Officer  
Mr Bryan McEwan, Director Economy and Community  
Mr Ian McLauchlan, Director of Operations  
Mrs Jude Holt, Director Corporate Services

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UNCONFIRMED

**1. APOLOGIES**

Nil.

**2. PREVIOUS MINUTES**

**2.1 CONFIRMATION OF MINUTES**

**SUMMARY**

Approval of the Forum Minutes of 27 February 2012.

Approval of Ordinary Minutes of 27 February 2012.

Approval of the Special Forum Minutes of 16 March 2012.

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: Nil

**RECOMMENDATION**

*That the:*

- 1. minutes of the Council Forum of 27 February 2012 be confirmed*
- 2. minutes of the Ordinary Council Meeting of 27 February 2012 be confirmed*
- 3. minutes of the Special Forum of 16 March 2012 be confirmed.*

**MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Holt**

That the:

1. minutes of the Council Forum of 27 February 2012 be confirmed
2. minutes of the Ordinary Council Meeting of 27 February 2012 be confirmed
3. minutes of the Special Forum of 16 March 2012 be confirmed.

**Carried**

**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.*

**MOTION**

**Moved: Cr Brooke**                      **Seconded: Cr Brownbill**

That the Action Sheet be received and noted.

**Carried**

**3. INWARDS CORRESPONDENCE**

**SUMMARY**

Author:                      John McLinden - Chief Executive Officer

File No:

Attachment:              Copies of inwards correspondence

**RECOMMENDATION**

*That the Inwards Correspondence be received and noted.*

<b>Date</b>	<b>Signatory</b>	<b>Subject</b>
8/3/12	John Watson, Executive Director, Local Government Victoria	Municipal Fire and Emergency Management Resourcing Program

**MOTION**

**Moved: Cr Holt**                      **Seconded: Cr Beattie**

That the Inwards Correspondence be received and noted.

**Carried**

## 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.*

<b>Calder Highway Improvement Committee</b>	
Nil	
<b>Municipal Fire Management Plan</b>	
Plan is coming together – draft report has been emailed to members of the committee with the intention that the Municipal Fire Management Plan be incorporated in the Municipal Emergency Management Plan	
<b>Central Murray Region Waste Management Group</b>	
Waste Management Policy is being reviewed under government direction in the endeavour to improve recycling and re-use and to reduce the volume of waste into landfill.	
<b>Other Council Activities</b>	
28/2/12	Attended Municipal Fire Management Plan meeting
	Attended Municipal emergency Management Plan Meeting at Serpentine
29/2/12	Attended handover of funding from Inglewood Community Bank, for Reserves at Inglewood and Pyramid Hill
	Met with representatives from Bridgewater Inc. to discuss their points of view for the Bridgewater Caravan Park, at Wedderburn Shire office
	Attended the Flood Recovery Evaluation meeting held at Serpentine
1/3/12	Attended meeting at Parliament House with Crs Brooke, Brownbill and Holt, John McLinden and Ian McLauchlan to discuss with the Minister for Planning, Hon. Matthew Guy, and the Minister for Agriculture and Water Resources, Hon. Peter Walsh, the regulations of planning in relation to re-zoning within the Loddon Shire

3/3/12	Travelled to Wangaratta to attend the opening of the Wangaratta Showgrounds Redevelopment. The following day had a look at the Wangaratta Community Arts Centre – information had been presented at last year's MAV Conference about the new Arts Centre at Wangaratta.
5/3/12	Attended the MAV Strategic Planning Meeting held in Bendigo
9/3/12	Attended Loddon Campaspe Councils meeting at Kyneton. Hon. Peter Walsh, Minister for Water Resources, attended the meeting to outline Victorian government policy on the Murray Darling Basin Plan and other water matters relevant to the group of councils.
11/3/12	Attended Wedderburn Minelab Detector Jamboree.
14/3/12	Wedderburn Office – Audit Committee Interviews
16/3/12	Attended Council Forum at Wedderburn office to discuss the report on Re-zoning for Loddon Shire that is to be sent to Minister Guy
	Audit Committee interview
18/3/12	Attended the Boort Harness Racing Cups meeting – great event
20/3/12	Attended CMRWGMG meeting at Kerang where government waste policy was discussed in a forum led by DSE
21/3/12	Attended the first meeting of the Ministerial Mayor Advisory Panel held at Minister Powell's office in Melbourne.
20/3/12	Attended the Bendigo Sports Summit – organised by the office of Hon. Damian Drum to give Minister for Sport and Recreation, Hon. Hugh Delahunty, a picture of sports participation in Bendigo Region and the facilities available for sports participants.
26/3/12	March Loddon Shire Council Meeting at Serpentine.

**MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Beattie**

That the Mayoral Report be received and noted.

**Carried**

## 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.*

#### **Cr Brooke**

<b>North Central Goldfields Regional Library</b>	
29/2/12	Chaired remuneration committee for CEO annual review
23/3/12	Chaired Special Board Meeting covering: <ul style="list-style-type: none"> <li>• Presentation of Bendigo Redevelopment Plans</li> <li>• MOU between City of Greater Bendigo and library</li> <li>• CEO Review presentation to Board</li> </ul>
23/3/12	Library Finance Committee – commencement of budget deliberations
<b>Loddon Youth Committee</b>	
Nil Report	
<b>Recreation Strategy Implementation Steering Committee</b>	
Nil	
<b>Nature Tourism Steering Committee</b>	
Nil	
<b>Other Council Activities</b>	
29/2/12	Co-MC for Loddon Bendigo Rural Women's Network dinner in Bendigo: highly successful. Guest speaker Matine Jewell, former army major
1/3/12	Meeting with Minister Guy regarding Rural Zones Review
8/3/12	East Loddon P-12 – presentation of badges at investiture of school captains, SRC reps, etc
8/3/12	Bendigo Civic Reception for "Sustainable Soils" conference participants

9/3/12	Officially opened the conference
16/3/12	Council Forum – Rural Zones Review, Bridgewater Caravan Park
21/3/12	Panel member for VLGA “Think Women in Local Government” Forum in Castlemaine
22/3/12	VLGA Think Women in Local Government” Forum in Kerang and Cohuna
26/3/12	Council Meeting, Serpentine

**Cr Brownbill**

<b>Municipal Association of Victoria</b>	
Nil Report	
<b>Municipal Association of Victoria Strategic Environment Advisory Group</b>	
Nil Report	
<b>Municipal Emergency Management Plan Committee</b>	
28/2/12 – meeting at Wedderburn	
<b>Healthy Minds Network</b>	
Nil Report	
<b>Other Council Activities</b>	
16/3/12	Council Forum at Wedderburn
21/3/12	Healthy Minds meeting at Wedderburn
23/3/12	Inglewood water plan meeting at Inglewood
1/3/12	Meeting with Minister for Planning, Melbourne

**Cr Beattie**

<b>Municipal Fire Prevention Committee Region 20</b>	
Nil Report	
<b>Murray Darling Association</b>	
Nil Report	



<b>Boort Aerodrome Committee</b>	
Nil Report	
<b>Other Council Activities</b>	
29/2/12	Guest speaker at Probus Boort Branch
5-16 March	New Zealand on leave
18/3/12	Attended harness racing return to Boort
26/3/12	Attended Council Meeting at Serpentine

**Cr Holt**

<b>Municipal Association of Victoria (substitute)</b>	
Nil	
<b>Calder Highway Improvement Committee</b>	
Nil	
<b>Australia Day Committee</b>	
Nil	
<b>Audit Committee</b>	
Nil	
<b>Other Council Activities</b>	
<b>DATE</b>	<b>Activity</b>
1/3/12	With other councillors and CEO, met with the Minister for Planning, Minister Guy to discuss the Rural Zones Review. Received very good hearing of our various issues, in particular the need to convert significant areas of Farming Zone to Rural Living Zone
3/3/12	Officially opened Acacia Drive Archery Course at Wedderburn
8/3/12	Attended Wedderburn Community bank information night where the steering committee and bank officials outlined to community leaders to community bank proposal.
11/3/12	Attended Wedderburn Gold Detector Jamboree at Hard Hill Reserve.
13/3/12	Attended Wedderburn Community Centre Committee meeting

14/3/12	Attended Loddon Mallee Regional Development Australia Committee meeting at Melbourne airport
16/3/12	Attended Council Forum at Wedderburn where key issues were the Rural Zones Review and the Bridgewater Caravan Park development
18/3/12	Attended Boort Trotting Club cup meeting at Boort Park. This was a significant occasion as it saw the return to Loddon Shire of harness racing after a seven year absence
19/3/12	Chaired Donaldson Park Committee of Management where the committee welcomed its new secretary Mr John Chandler. The committee also endorsed the Donaldson Park Master Plan
22/3/12	Attended committee meeting of Wedderburn Harness Racing Club where the club endorsed the Donaldson Park Master Plan

**MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Holt**

That the Councillors' Reports be received and noted.

**Carried**

## 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

Planning and Environment Act 1987 Section 173 Agreement between Loddon Shire Council and D and L Lloyd

Funding agreement between Department of Human Services and Loddon Shire Council for the Serpentine Sports Centre Project – Victorian Disaster Relief Fund

#### MOTION

**Moved: Cr Brooke**

**Seconded: Cr Brownbill**

*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

**Carried**

## 5.2 MUNICIPAL ELECTIONS 2012 – COMMUNITY AND CANDIDATE INFORMATION SESSIONS

### **SUMMARY**

Report seeking support to arrange an MAV information session prior to the 2012 council elections.

Author: John McLinden - Chief Executive Officer

File No:

Attachment: Nil

### **RECOMMENDATION**

*That Council ask the CEO to arrange one Municipal Association of Victoria Community and Candidate Information Session to be conducted in Serpentine in the month of August 2012.*

### **PREVIOUS COUNCIL DISCUSSION**

Nil

### **BACKGROUND**

The Municipal Association of Victoria (MAV) is offering to host community and candidate information sessions as part of the preparations for the 2012 round of municipal elections.

Council has previously accepted the MAV's offer to host one information session in the run-up to each municipal election. These sessions have received moderate support from potential candidates and interested community members.

### **ISSUES/DISCUSSION**

These sessions are aimed at giving community members and prospective candidates information about the role and purpose of local government, roles, responsibilities and expectations of a councillor, information on the municipal area, information about the electoral process, and information on the experience of being a councillor.

The information session includes presentations by the MAV, a visiting CEO, the host council's CEO and a visiting councillor from a neighbouring council. There will also be a presentation from a representative of the Victorian Electoral Commission on the election process.

The cost of these sessions is \$1600, excluding GST, and it is suggested that Council should accept the MAV's offer to conduct one session at Serpentine. Council has provided funds within its 2011/12 budget for election expenses, and this cost can be funded from that allocation.

The MAV will conduct information sessions between May and September. It is suggested that the most appropriate time to conduct an information session in this community is in August, which will leave sufficient time for potential candidates and interested community members to assess their options before nominating for Council.

**MOTION**

**Moved: Cr Holt**

**Seconded: Cr Brooke**

That Council ask the CEO to arrange one Municipal Association of Victoria Community and Candidate Information Session to be conducted in Inglewood in the month of August 2012.

**Carried**

UNCONFIRMED

### 5.3 BOORT PARK OWNERSHIP

#### **SUMMARY**

Report outlines the current ownership position of Boort Park.

Author: John McLinden - Chief Executive Officer

File No:

Attachment: Nil

#### **RECOMMENDATION**

*That Council receive and note the Boort Park Ownership Report.*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil.

#### **BACKGROUND**

Council, at its meeting of 29 February 2012, requested a report on the ownership of the land occupied by Boort Park. The Boort Park site houses the Boort showgrounds, the football ground, trotting track, netball courts, hockey ground, and a range of pavilions and support buildings.

#### **ISSUES/DISCUSSION**

Enquiries through Council's solicitor and with Chris Mahon of Dwyer, Mahon and Robinson Solicitors (solicitors for Boort Park Committee of Management Inc.) have revealed the following.

Historically Boort Park was in the ownership of a private trust. This trust was managed by a number of community appointed trustees who were drawn from the Boort population to manage the recreation complex.

Many years ago the facilities of Boort Park were extended and the area occupied extended across the northern site boundary onto private property. Council subsequently became the owner of the property surrounding Boort Park, and in a re-subdivision of the land which occurred in the late 1990s, Council transferred the area occupied by Boort Park to the trust. As part of those arrangements, Council also purchased some land on the eastern side of Boort Park for the development of a housing and industrial estate.

A title search reveals that Boort Park Committee of Management Inc. of Boort is the registered proprietor of Lot 1 on Plan of Subdivision 432233R which is the land occupied by Boort Park. The committee was registered as the proprietor on 12 December 2007.

At some point in history (date unknown), the Boort Park Trust became an incorporated body known as Boort Park Committee of Management Inc. Being an incorporated body, Boort Park Committee of Management Inc. is a legal entity in its own right, and survives despite the demise of any of its members. Mr Ian Mercer is registered as the Boort Park Committee of Management Inc. public officer, and Mr Mercer advises that the president of the committee is Michael Fitzpatrick, and that Mr Mercer is also secretary and treasurer of the committee.

It appears that the succession issues surrounding the former Boort Park Trust have been resolved through the establishment of the Boort Park Committee of Management Inc.

From discussions with Chris Mahon of Dwyer, Mahon and Robinson there appears to be an outstanding matter of the transfer of water entitlement to the Boort Park Committee of Management Inc. The CEO has held discussions with Council's solicitor, and asked that this matter be followed up as a matter of urgency.

**MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Brooke**

That Council receive and note the Boort Park Ownership Report.

**Carried**

UNCONFIRMED

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

### **6.1 FINANCE REPORT FOR THE PERIOD ENDING 29 FEBRUARY 2012**

#### **SUMMARY**

This report provides Council with financial information for the period ending 29 February 2012.

Author: James Rendell - Manager Financial Services  
File No: 09/03/001  
Attachment: 6.1

#### **RECOMMENDATION**

*That Council:*

1. *Receives and notes the "Finance Report for the period ending 29 February 2012"*
2. *Approves budget revisions included in the report for internal reporting purposes only.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with Finance Reports on a monthly basis.

#### **BACKGROUND**

The Finance Report for the period ended 29 February 2012 includes standard monthly information about budget variations, cash, investments, interest, debtors, and creditors, and provides a comparison of year-to-date budget to year-to-date actual results.

#### **ISSUES/DISCUSSION**

Nil.

#### **MOTION**

**Moved: Cr Holt**

**Seconded: Cr Brownbill**

*That Council:*

1. *Receives and notes the "Finance Report for the period ending 29 February 2012"*
2. *Approves budget revisions included in the report for internal reporting purposes only.*

**Carried**



## 6.2 ST ANDREW'S HALL COMMITTEE OF MANAGEMENT – APPLICATION TO DISBAND

### **SUMMARY**

This report seeks Council's approval to disband the St. Andrew's Hall Committee of Management Section 86 Committee.

Author: Jude Holt – Director Corporate Services  
File No: 02/01/035  
Attachment: Nil

**Cr Holt left the chambers at 4.42pm due to a conflict of interest.**

**The nature of the conflict is an indirect interest due to his mother being a member of the Committee of Management.**

### **RECOMMENDATION**

*That Council:*

- 1. Approves disbandment of the St. Andrew's Hall Committee of Management, a Section 86 Committee of Management*
- 2. Accepts responsibility of management of the facility*
- 3. Commits to expend the committee's funds on the facility*
- 4. Writes to the committee advising it of Council's decision, and expressing Council's appreciation for the work undertaken over many years*
- 5. Includes St. Andrew's Committee of Management on the Documents to be Made Available for Public Inspection as a committee abolished during the financial year", as per Section 11(h) of the Local Government (General) Regulations 2004.*

### **PREVIOUS COUNCIL DISCUSSION**

Nil

### **BACKGROUND**

Under Section 86 of the Local Government Act 1989, Council may establish special committees made up of Councillors, council staff, and other persons.

Each committee is provided with an Instrument of Delegation which outlines what powers and duties Council has delegated it. This outlines to each committee the parameters for which it must operate within.

The St. Andrew's Hall Committee of Management is a committee based around the elderly persons' units in Wedderburn, with responsibility of managing the community centre (the old St. Andrew's church) which is mainly used by elderly persons' units' community members.

The main duties of the committee are:

- Arrange for and organise bookings of the building including all fees and charges for the use thereof
- Carry out and pay for all minor maintenance activities.

### **ISSUES/DISCUSSION**

On 28 February 2012, the committee wrote to Council outlining its wish to disband.

Apparently, it has become increasingly difficult for the committee to obtain a quorum at its meetings, and it took a number of attempts to convene the Annual General Meeting this year.

The letter outlined that many of the committee members have passed away or moved into care, and newer residents do not appear to have the same interest in the committee, making it difficult to achieve the required numbers to operate.

The committee believes that Council would be better positioned to manage the facility into the future.

Attached to the letter is a copy of the last financial statement of the committee which shows a balance of \$1,600.28 in the committee's bank account. The committee is requesting that Council allocate this money to the facility.

Under Section 11(h) of the Local Government (General) Regulations 2004, Council must include on the register of Documents to be Made Available for Public Inspection "a list of all special committees established by the Council which were abolished or ceased to function during the financial year".

Should Council agree to the committee's request, St Andrew's Committee of Management will be included on the register.

### **MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Brooke**

That Council:

1. Approves disbandment of the St. Andrew's Hall Committee of Management, a Section 86 Committee of Management
2. Accepts responsibility of management of the facility
3. Commits to expend the committee's funds on the facility
4. Writes to the committee advising it of Council's decision, and expressing Council's appreciation for the work undertaken over many years
5. Includes St. Andrew's Committee of Management on the Documents to be made available for public inspection as a committee abolished during the financial year", as per Section 11(h) of the Local Government (General) Regulations 2004.

**Carried**

**Cr Holt returned to the chambers at 4.45pm.**

### 6.3 FEBRUARY AUDIT COMMITTEE MEETING

#### **SUMMARY**

This report provides Council with an overview of the Audit Committee meeting held on 16 February 2012.

Author: Jude Holt – Director Corporate Services  
File No: 06/02/003  
Attachment: 6.3(a) Audit Report for Electronic Payments  
6.3(b) Annual Report of the Committee for 2011  
6.3(c)(i) & (ii) Victorian Auditor-General Indicators  
6.3(d)(i) & (ii) Procurement Excellence Project Report

#### **RECOMMENDATION**

*That Council:*

1. *Receives and notes the:*
  - a. *Audit Committee Report*
  - b. *Annual Report of the Committee for 2011*
  - c. *Victorian-Auditor General Indicators for 2010/2011*
2. *Endorses the performance improvement recommendations documented in the Audit Report for Electronic Payments*
3. *Endorses the recommendation by the Audit Committee in relation to the Procurement Excellence Project.*

#### **PREVIOUS COUNCIL DISCUSSION**

The November 2011 Audit Committee Meeting was reported at the Ordinary Meeting of Council on 12 December 2011.

#### **BACKGROUND**

The Audit Committee held a meeting on Thursday 16 February 2012 at the Wedderburn Office. There were no apologies for the meeting.

There were a number of items discussed at the Audit Committee meeting; a summary of the major items addressed are noted as follows:

- Council's Internal Auditor, Mark Holloway from HLB Mann Judd, provided the committee with an overview of the review of Electronic Payments.

There were 3 improvement recommendations included in the report. They will be included on the Audit Committee's Outstanding Action List, and will be updated at each Audit Committee Meeting until they are complete.

- The committee was provided with an overview of the Annual Report for 2011; that report is included as an attachment for Council's information.

- The committee was provided with presentations by Council's Manager Community Planning and Emergency Management Coordinator. Committee members have expressed a desire to have presentations by Council staff to expand their learning of Council services and activities. The Manager Tourism and Manager Recreation and Community Development will address the next Audit Committee meeting.
- The committee assessed the format of the Agenda with no changes, and endorsed the annual calendar for the year.
- The Chief Executive Officer provided the committee with an overview of the newly adopted Procurement Policy and Levels of Authority document.
- The committee was provided with an overview of the MAV Step Records Management Project and Department of Planning & Community Development (DPCD) Procurement Excellence Project, which are now standing items on the committee's agenda.

The committee was asked to endorse a recommendation that some actions on the Procurement Excellence Project Roadmap be deferred, as they are dependent on Council obtaining a procurement specialist. The committee accepted this recommendation.

- The outstanding actions list was presented to the committee. A new reporting format has been developed that identifies all actions and breaks them further into sub-actions. At the start of the reporting period there were 3 outstanding actions (or 5 sub-actions). The Accounts Payable and Payroll Reports created another 28 sub-actions, and the Management Letter for the year ended 30 June 2011 created 11 sub-actions, totalling 44. During the reporting period, 24 were complete, leaving 20 to be carried forward.
- The Chief Executive Officer advised the committee that there were no new items of fraud to report.
- An overview of the monthly Finance Report for January 2012 was provided to the committee.
- The committee was provided with a summary of the work undertaken by the Risk Management Consultant during his term with Council.

There were 4 items referred to Council:

1. Audit Report for Electronic Payments
2. Annual Report of the Committee for 2011
3. Victorian Auditor-General Indicators
4. Procurement Excellence Project Report

These items are included as Attachments 6.3(a), 6.3(b), 6.3(c)(i) and (ii), and 6.3(d)(i) and (ii).

Following the meeting, Kathie Teasdale of Richmond Sinnott & Delahunty (Council's external auditor) provided anti-fraud and corruption training to committee members and some staff.

### **ISSUES/DISCUSSION**

The next internal audit report will be presented to the Audit Committee in May 2012; that report will be Rates Revenue.

**MOTION**

**Moved: Cr Holt**

**Seconded: Cr Brooke**

That Council:

1. Receives and notes the:
  - a. Audit Committee Report
  - b. Annual Report of the Committee for 2011
  - c. Victorian-Auditor General Indicators for 2010/2011
2. Endorses the performance improvement recommendations documented in the Audit Report for Electronic Payments
3. Endorses the recommendation by the Audit Committee in relation to the Procurement Excellence Project.

**Carried**

UNCONFIRMED

**6.4 SECTION 86 COMMITTEE OF MANAGEMENT AMENDED INSTRUMENTS OF DELEGATION:  
BOORT AERODROME COMMITTEE OF MANAGEMENT  
BOORT MEMORIAL HALL COMMITTEE OF MANAGEMENT**

**SUMMARY**

This report seeks Council's approval of amended Instruments of Delegation for Boort Aerodrome Committee of Management and Boort Memorial Hall Committee of Management.

Author: Jude Holt  
File No: 02/01/007  
02/01/010  
Attachment: 6.2(a) Boort Aerodrome Committee of Management Instrument of Delegation  
6.2(b) Boort Memorial Hall Committee of Management Instrument of Delegation

**RECOMMENDATION**

*That Council approves:*

1. *the amended Instrument of Delegation for Boort Aerodrome Committee of Management*
2. *the amended Instrument of Delegation for Boort Memorial Hall Committee of Management.*

**PREVIOUS COUNCIL DISCUSSION**

Council received a report on 28 June 2010 outlining the creation of an internal committee to review all Instruments of Delegation and prepare a governance manual for Section 86 committees.

Council received a report on 27 September 2010 asking for approval of the first two amended delegations under the new format.

**BACKGROUND**

In June 2010 Council's internal committee completed an amended Instrument of Delegation (Delegation) for all Section 86 committees.

The purpose of the new format is to:

- provide consistent information to all Section 86 committees in relation to their powers and duties, committee proceedings, and allowable expenditure levels
- include a section to outline the specific powers and duties of each Section 86 committee
- be more defined about the objectives of Section 86 committees
- provide reference by location, crown allotment, and map to the specific facility that the section 86 committee is managing (where the committee manages a facility).

Some delegations were issued late in 2010, however, the project stalled in 2011. It has now recommenced with a resource dedicated to liaising with committees and providing draft delegations for their consideration.

The amended Delegations will be provided to Council as they are returned by the committees, and Council will be asked to approve each of them individually.

## **ISSUES/DISCUSSION**

The two delegations presented this month are for the Boort Aerodrome Committee of Management and Boort Memorial Hall Committee of Management.

Both delegations relate to facilities.

When creating the new template for the Instruments of Delegation there were standard clauses included for management committees of facilities. They are:

“The Committee shall be responsible for:

- a) management of booking the facility to external parties
- b) setting and collecting fees and charges for hire of the facility
- c) payment of accounts relating to operating the facility
- d) ensuring that hirers have the appropriate public liability insurance prior to use
- e) advising Council of an estimate of the number of hiring's and types of each event by 1 May each year
- f) submitting quarterly (3 monthly) usage statistics which is to be recorded on the “Usage of Public Halls/Facilities” form due in January, April, July and October. Data to be provided includes: date of event, hirer, type of event and number of attendees.

Clauses a) to d) are specific to the committee operating their facility, while clauses e) and f) relate to information that Council requires for insurance purposes and for data in relation to the Building Asset Management Plan.

The draft delegations have been provided to Council for consideration as Attachments 6.4(a) and 6.4(b).

Council discussed the process for appointing committee members and suggested that the instrument of delegation be amended to specify that community representatives are appointed by Council.

### **MOTION**

**Moved: Cr Holt**

**Seconded: Cr Brooke**

That the model instrument of delegation be further reviewed and re-submitted to Council.

**Carried**

## 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 29 February 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

#### MOTION

Moved: Cr Holt

Seconded: Cr Beattie

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

**Carried**



## 7.2 STATE GOVERNMENT FUNDING FOR RURAL LANDFILLS

### **SUMMARY**

Report presents Council with a media release issued by the MAV concerning a recent state government announcement of \$3 Million additional funding towards infrastructure and operational improvements at rural landfill sites via the sustainability fund.

Author: Ian McLauchlan – Director Operations  
File No: 14/01/012  
Attachments: MAV Media Release

### **RECOMMENDATION**

*That Council receive and note the report presenting the recent MAV Media release regarding funding available for rural landfills.*

### **PREVIOUS COUNCIL DISCUSSION**

Nil.

### **BACKGROUND**

In 2009/10 the state government, as part of its budget, initiated its plan for the progressive increase to the applicable landfill levy for licenced municipal landfill sites. This plan will see the levy per tonne for rural landfills increasing from \$7 to \$29.30 over a 6 year period (2008-2014). Metropolitan Councils will see an increase from \$9 to \$58.50 during the same period.

It is expected that whilst serving a purpose, this increase will have a significant impact upon small rural Councils who already struggle to fund and maintain sustainable waste management services and facilities. The increase in the landfill levy has also coincided with tighter regulatory monitoring and controls administered by the EPA.

Collected Landfill levies are used for the purposes of environment protection and fostering environmentally sustainable use of resources and best practice in waste management. They fund the activities of regional waste management groups (RWMGs), Sustainability Victoria and EPA, help to establish waste management infrastructure, industry waste reduction programs, education programs, regulatory controls and enforcement regimes.

Levy funds are also allocated by the Treasurer and the Minister for Environment through the Sustainability Fund.

Landfill levies are also used to provide funding assistance to establish waste management infrastructure, support education programs and to resource the bodies responsible for waste planning and management in Victoria.

Levies apply to municipal, commercial and industrial and prescribed industrial wastes deposited onto land at licensed facilities in Victoria. The landfill levy structure reflects the difference in the

magnitude of environmental risk posed by the different waste streams and also seeks to accommodate regional differentials.

### **ISSUES/DISCUSSION**

As Loddon Shire does not currently operate any licensed landfills it is not required to pay the Landfill Levy. Loddon Shire is however eligible to apply for infrastructure or operational grants through the Sustainability Fund. This fund has been established to provide a resource to support projects and initiatives that will foster the environmentally sustainable use of our resources and best practices in waste management.

Loddon Shire has previously been successful in obtaining grants under this fund with the recent purchase of a mulcher to assist in the processing and re-use of green waste at the various municipal landfill sites.

On the 8<sup>th</sup> March the MAV issued a media release (see attached) welcoming an increase in the sustainability fund with a further allocation of \$3 Million. This additional funding is specifically being provided to assist rural Councils meet their environmental protection requirements for landfills and will see a significant re-investment of funds raised through the recent increases to the landfill levy.

With this additional funding becoming available it is expected that Council Staff will identify eligible projects across Loddon Shires landfill sites and seek to attract grants for specific projects as and when the opportunity arises.

### **MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Brownbill**

That Council receive and note the report presenting the recent MAV Media release regarding funding available for rural landfills.

**Carried**

### 7.3 BUILDING DEPARTMENT ACTIVITY STATISTICS: JULY TO DECEMBER 2011

#### **SUMMARY**

Standard quarterly report providing 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 2011

#### **RECOMMENDATION**

*That Council receives and notes the “Building Activity Statistics Report”.*

#### **PREVIOUS COUNCIL DISCUSSION**

Nil.

#### **BACKGROUND**

Loddon Shires Building Department provides both statutory and regulatory building services within Loddon Shire. Each quarter a report is provided to Council detailing recent and historical building activity statistics within Loddon Shire.

#### **ISSUES/DISCUSSION**

There has been a slight decrease of approximately 15 % in the number of building permits issued and a significant increase of approximately 96 % in the total value of building works compared with the period of January to June 2011. This is mainly due to the developments by Hazeldenes at Prairie.

In comparison to the same period in 2010 there has been a slight decrease in the numbers of building permits issued, and there has been a reasonable decrease in the total value of building works.

#### **MOTION**

**Moved: Cr Brooke**                      **Seconded: Cr Holt**

That Council receives and notes the “Building Activity Statistics Report”.

**Carried**

## 7.4 ROAD RENAMING PROPOSAL - POTTERS HILL LANE

### **SUMMARY**

Report recommends renaming of Lane behind (w) Market Street, Inglewood to “Potters Hill Lane”.

Author: Lauren Lloyd – Technical Officer – GIS Infrastructure  
File No: 14/01/001  
Attachment: Map 1 Lane behind (w) Market Street  
Residents Original Proposal Letter  
Submission Letters 1 & 2

### **RECOMMENDATION**

*That Council:*

1. *Rename Lane behind (w) Market Street, Inglewood to “Potters Hill Lane” and advises the Registrar under the Geographic Place Names Act 1998 of the proposed naming of this road.*
2. *Advise the submitters of Councils decision to name the road “Potters Hill Lane”.*

### **PREVIOUS COUNCIL DISCUSSION**

In September 2011 Council adopted its asset naming policy and procedure which outlines the processes and decision guidelines in relation to all naming proposals or renaming requests.

### **BACKGROUND**

In June 2011 Council received a request from a local Inglewood resident proposing to rename the lane behind (w) Market Street, Inglewood to “Potters Hill Road”. This request contended that the Lane behind (w) Market Street should be renamed to Potters Hill Road as the area through which it passed had historically carried the name of Potters Hill from early days of the township.

Further, the original submitter also identified that a number of service providers including VicRoads, Centrelink, Medicare and Australia post already recognised their postal address as being Potters Hill Road.

Following recommendations from the Registrar of Geographic Place Names, further investigation into the history of the Potters Hill area was carried out. Investigations discovered that as far back as November 1859 “New Inglewood” goldfield was discovered by Thomas Potter, Henry Irvine and Samuel McKean, who worked the area named Potters Hill.

With regards to Potters discovery of Potters Hill in Jan 1860, the newspapers in December of that year reported New Inglewood a township and by the 24<sup>th</sup> of that month gullies had been opened up for six miles. It is also noted that Potters Hill attracted a great community of Chinese miners after the first discovery was noted.

As per the requirements specified in the Guidelines for Geographic Names 2010 a naming proposal for this road was publicly advertised on 8<sup>th</sup> February 2012. Letters were also sent to adjacent landowners stating the proposed renaming of the lane behind (w) Market Street to "Potters Hill Lane".

It should be noted that with strong recommendations from The Registrar of Geographic Names, Council adopted to advertise the proposal as "Potters Hill Lane" as opposed to "Potters Hill Road" as the carriageway is already currently known as "Lane".

Having established a historical link to the area for the naming proposal, consideration was given to the principals contained within the geographic naming guidelines, namely:

### **Principle 1(G) Linking the name to the place**

- Place names should be relevant to the local area, with preference given to unofficial names used by the local community. Infrastructure features should use the name of the locality. For example, railway stations should be named after the locality in which the station is located. Names of private estates should not be applied to features or localities to avoid possible addressing issues in the future.

### **Principle 1(H) Using commemorative names**

- Naming often commemorates an event, person or place.
- The names of people who are still alive should be avoided because community attitudes and opinions can change over time.
- A commemorative name applied to a locality or road should use only the surname of a person, not a first or given names. A commemorative name applied to a feature can use the first name and surname of a person; although, it is preferred that only the surname is used.
- The initials of a given name are not to be used in any instances.

As the proposal was deemed to comply with the above principles, processing of the naming request was conducted in accordance with Council's recently adopted asset naming policy and procedure.

### **ISSUES/DISCUSSION**

Upon conclusion of publicly advertising the proposed name change on the 8<sup>th</sup> February 2012, 2 submissions (see attached) were received. Both submissions detailed concerns of the proposal clearly stating Potters Hill "Lane" as opposed to Potters Hill "Road". These concerns are carried with the thought that if the carriageway is named a "Lane" rather than a "Road" it would influence the level of maintenance carried out by council.

In response to this argument, it should be noted that Council's road assets are classified on a functional/surface basis for Rural Roads and Town Streets. Maintenance Level of Service is limited to the extent detailed in the Limits of Maintenance Table in Loddon Shire Council's Road Management Plan Version 1.1.1, which was initially adopted by Council 22/11/2004.

Lane Behind (w) Market Street is classed on the Moloney Road Register as Town Minor Gravel (TGM). According to the Road Management Plan, Limits of Maintenance table, the following comments are noted:

“No Regular maintenance is undertaken. Any reactive routine maintenance, based on Tolerable Level of Defects Table, will be undertaken on a case by case basis only if, and as deemed necessary, by Loddon Works as a resources permit.”

Given the pavement configuration, current road classification and definition within the Geographic naming guidelines, the use of the suffix “Lane” is considered to be the most appropriate road type for the purposes of registration.

**MOTION**

**Moved: Cr Brownbill**

**Seconded: Cr Brooke**

That Council:

1. Rename Lane behind (w) Market Street, Inglewood to “Potters Hill Lane” and advises the Registrar under the Geographic Place Names Act 1998 of the proposed naming of this road.
2. Advise the submitters of Council’s decision to name the road “Potters Hill Lane”.

**Carried**

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

### **8.1 REGIONAL VICTORIA LIVING EXPO - UPDATE**

#### **SUMMARY**

The Regional Victoria Living Expo will be held at the Melbourne Exhibition Centre over the 27, 28 and 29 of April 2012. The Expo is part of a four year promotional activity to encourage growth in Victoria's regions

Author: Bryan McEwan  
File No: 13/09/001  
Attachment: Nil

#### **RECOMMENDATION**

*That Council receive and note the Regional Victoria Living Expo Update report.*

#### **PREVIOUS COUNCIL DISCUSSION**

A report on the expo was presented to council at the July 2011 meeting.

#### **BACKGROUND**

The Regional Victoria Living Expo is an initiative of the state government to attract new residents, skilled workers, families, business and investment into regional and rural Victoria.

The four year marketing initiative will involve all 48 regional and rural councils and will focus on the 5 identified key drivers to relocation being lifestyle, healthcare, housing, careers and education.

The first three years of the marketing initiative will include a three day Regional Victoria Living Expo at the Melbourne Exhibition Centre. In 2012, the Expo will be held over the 27, 28 and 29 of April and to also coincide with the Melbourne Homes Show on the 26 to 29 of April.

To assist each council in their participation, \$20,000 has been provided through the state government for marketing purposes. Loddon Shire council has allocated the funding toward costs of the expo booth, printed brochures, video/CD and photo shoot.

The Expo will be supported through the state government marketing (Regional Development Victoria, Media and Marketing) campaign involving:

- TV, radio and print media campaign
- pre-event marketing
- direct mail
- media releases and campaign
- Web and social media

Marketing and logistical assistance has been provided through Rural Council's Victoria and the MAV with the provision of the services of a marketing and communications consultant. This

assistance has been invaluable in preparatory and organisational work in the lead up to the event and in the provision of assistance to build marketing materials.

### **ISSUES/DISCUSSION**

For the event, local councils have been aggregated to form 11 regions of like interest, in a similar way to the 'jigsaw' regions used by Tourism Victoria. Loddon and Gannawarra Shire councils have been partnered to represent the 'Loddon Murray' region.

Overview of the three days:

- Friday April 27 - Open to the public from 12pm to 5pm
- Saturday April 28 - Open to the public from 10am to 5pm
- Sunday April 29 – Open to the public from 10am to 4pm

The event will be free to enter and run alongside the HIA Melbourne Home Show.

1. Friday April 27 – An expo lunch will be held between 12.00pm and 2.00pm for Mayors and CEOs to attend.
2. The Expo Lunch will be hosted by the Minister for Regional and Rural Development, Peter Ryan, along with a variety of guest speakers to help launch the event prior to a tour of the Expo to unveil over 120 exhibitors.

Each council has its own booth, maintained by council staff who will attend the event (on rotation) over the period of the three days. Councillors may wish to attend on an informal basis.

Ambassadors from each township/locality are being considered, primarily as contact points for enquiries and as part of a local 'welcome' initiative.

The Regional Victoria Living Expo is an opportunity to promote the benefits of living and working within the shire.

The event will enable the promotion of regional Victoria and the Loddon Shire into a major market which (alone) we would have difficulty in effectively approaching.

In reference to the growth of coastal areas of Australia and the state, a recent report ('Federalism and Regionalism in Australia: New Approaches, New Institutions?') makes the following observation:

'Population growth in Australian coastal areas is expected to continue for the foreseeable future due to several factors, including:

- the imminent retirement of the 'baby boomer' generation, which will produce a sizeable new market for high amenity retirement destinations;
- the global shift away from manufacturing-based economies towards information, service and consumption-based industries which are less dependent on a metropolitan location; and



- the growing flexibility of work practices associated with new telecommunications technology, which enables some workers to relocate to small coastal centres or the rural hinterland.

The growing number of people making the move to coastal communities for lifestyle reasons is now challenging traditional theories that people relocate mainly for economic considerations – which has generated most previous migrations. Moreover, the migration is not to a single destination, but to a large number of smaller and scattered destinations...'

While the report references growth in coastal communities, a number of the points also mirror our own communities and it is important that the Regional Victoria Living Expo be used effectively to promote the 'tree change' opportunity within our region.

**MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Beattie**

That Council receive and note the Regional Victoria Living Expo Update report.

**Carried**

## 8.2 LODDON SHIRE COUNCIL EVENT FOR 2012

### **SUMMARY**

The Loddon Shire Council Event for 2012 to be held at the Serpentine Hall on Thursday May 24.

Author: Christine Coombes  
File No: 13/09/001  
Attachment:

### **RECOMMENDATION**

*That Council receive and note the update on the Loddon Shire Council Event for 2012.*

### **PREVIOUS COUNCIL DISCUSSION**

April 2011, Council moved to hold a non-awards based event in 2012.

### **BACKGROUND**

The Loddon Shire Council Event to be held at the Serpentine Hall in May 2012.

### **ISSUES/DISCUSSION**

The Loddon Shire Council Event will be held on Thursday May 24 at 6pm at the Serpentine Hall. A Marquee has been booked for the evening to enable a large attendance of guests.

Requests for quotations for catering close on Thursday March 29. Catering will include pre-dinner canapés and three course meal.

The guest speaker for the evening will be Andrew Broad. Andrew Broad is considered by many to be the face of Australian farming and has been invited to speak across the country, and internationally, on his experience and predictions for the future of agricultural production and food security.

Andrew has a keen interest in policy issues which affect farming and rural Australia. He has been a passionate advocate for irrigators throughout the Murray Darling Basin debate and campaigned against the introduction of an Emissions Trading Scheme, the Carbon Tax and the Flood Levy.

Andrew has been President of the Victorian Farmers Federation and a Board member of the National Farmers Federation since 2009. In 2011 Andrew was appointed a member of the Australian Made Australian Grown Board of Directors. He is also an independent member of the Federal Opposition's Business Advisory Panel on climate action policy.

1. Entertainment for the evening will be provided by corporate comedians Big Brother Little Brother, brothers Adam and Mathew Hedditch. Adam (Big Brother) is Australia's premiere trianglist and is a leading figure in the heavy metal scene. While Mathew (Little Brother) is an accomplished guitarist who has mastered all the basic chords, even the hard ones like G and F.
2. In 2002, the boys won Greenfaces, a prestigious national comedy competition held each year in Canberra. Previous winners have included Joe Avati, Anh Do and Tom Gleeson. Since then, they have gone on to perform all over Australia and the world.

3. Big Brother Little Brother have appeared on the Footy Show twice, been on radio many times and have even been to Iraq to entertain our troops, not once, but three times. They have also performed at Parliament House, appeared on the Comedy Channel and entertained countless corporate audiences everywhere as professional corporate comedians. They are different, musical, funny, clever, cheeky and full of energy.

**MOTION**

**Moved: Cr Holt**

**Seconded: Cr Brooke**

That Council receive and note the update on the Loddon Shire Council event for 2012, and that this event be named the Loddon Shire Gala Evening.

**Carried**

UNCONFIRMED

## 9. GENERAL BUSINESS

### MOTION

Moved: Cr Beattie                      Seconded: Cr Brownbill

That the following items be treated as urgent business.

Carried

### 9.1 BOORT PYRAMID HILL ROAD

### MOTION

Moved: Cr Beattie                      Seconded: Cr Brooke

That Council request VicRoads to seal the shoulder beside the Boort tennis court, and forward a copy of the letter to the local member.

Carried

### 9.2 KERB AND CHANNEL, ALLEN STREET KORONG VALE

### MOTION

Moved: Cr Holt                          Seconded: Cr Brooke

That Council write to the Regional Manager, VicRoads expressing concern about the state of the kerb and channel in Allen Street, Korong Vale.

Carried

### 9.3 WEDDERBURN GENERAL STORE MUSEUM

Council had previously resolved to enter into discussions with the Wedderburn museum company about the General Store Museum. It received funding for significant repairs to the building, which had been carried out. Loddon Arts also use part of the building for a gallery. Cr Holt sought an indication from Council about whether it would consider entering into discussions with the museum company about taking over ownership of the museum, due to concerns that the collection could be lost to Loddon Shire.

Cr Holt advised he is a director of the company, and would not be able to participate in discussions about the museum.

The CEO undertook to investigate the value of the collection and report to Council on a proposed approach for Council to consider.

## 10. CONFIDENTIAL ITEMS

### Closing of Meeting to the Public

#### RECOMMENDATION

*That the meeting be closed to the public.*

#### MOTION

Moved: Cr Holt                      Seconded: Cr Brooke

That the meeting be closed to the public at 5.44pm.

Carried

### 10.1 REVIEW OF ACTION SHEET

#### MOTION

Moved: Cr Brownbill              Seconded: Cr Beattie

That the Action Sheet be received and noted.

Carried

### 10.2 PLANNING AND LOCAL LAWS COMPLIANCE REPORT

#### MOTION

Moved: Cr Brooke                      Seconded: Cr Brownbill

That Council receives and notes the Planning and Local Laws Compliance Report.

Carried

### 10.3 SALE OF VACANT LAND - GODFREY STREET BOORT

#### MOTION

Moved: Cr Beattie                      Seconded: Cr Brooke

That Council receive and note the 'Sale of vacant land - Godfrey Street, Boort' report, and the reserve be set at \$30,000.

Carried

#### 10.4 CONTRACT NO 224 – FLOOD DAMAGE SEALED ROAD PAVEMENT REHABILITATION PROGRAM

**MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Beattie**

That Council award Contract No 224 – Flood Damage Sealed Road Pavement Rehabilitation Program to Global Contracting Pty Ltd for the Contract sum of \$1,438,527.00.

**Carried**

#### 10.5 ILLEGAL WORKS UPON LODDON RIVER – JETTY CONSTRUCTION

**MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Holt**

That Council authorise Council officers to take the necessary steps to facilitate removal of the illegally constructed jetty approximately 30m upstream of the Calder Hwy Bridge on the west bank of the Loddon River.

**Carried**

#### 10.6 APPOINTMENT OF AUDIT COMMITTEE MEMBER

**MOTION**

**Moved: Cr Brownbill**

**Seconded: Cr Brooke**

That Council:

1. appoint Rodney Baker to the Audit Committee for the period 1 May 2012 to 30 April 2016
2. write to Mr Frank Peiffer expressing its gratitude for his dedicated service to the Audit Committee.

**Carried**

#### 10.7 REOPENING OF MEETING TO PUBLIC

**MOTION**

**Moved: Cr Brooke**

**Seconded: Cr Beattie**

That the meeting be reopened to the public at 6.19pm.

**Carried**

**11. NEXT MEETING**

The next Ordinary Meeting of Council will be held on Monday 23 April 2012 at Serpentine commencing at 3.30pm.

There being no further business the meeting was closed at 6.20pm.

Confirmed this.....day of....., 2012

.....

Cr Geoff Curnow, Mayor

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