

LODDON SHIRE COUNCIL

Notice of an Ordinary Meeting of the Loddon Shire Council to be held in the Council Chambers, Serpentine on Tuesday 23 September 2014 at 3pm.

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1. APOLOGIES

Nil

2. PREVIOUS MINUTES

2.1 CONFIRMATION OF MINUTES

SUMMARY

Seeking approval of the unconfirmed minutes of the previous Council Forum and Meetings.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Core business 8: Compliance

File No: 02/01/001

Attachment: Nil

RECOMMENDATION

That Council confirm:

1. *the minutes of the Council Briefing of 26 August 2014*
2. *the minutes of the Ordinary Council Meeting of 26 August 2014*
3. *The minutes of the Council Forum of 11 September 2014*

2.2 REVIEW OF ACTION SHEET

SUMMARY

Approval of Action Sheet.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Core business 8: Compliance

File No: 02/01/001

Attachment: 2.2 Action Sheet

RECOMMENDATION

That Council receive and note the Action Sheet.

3. COUNCILLORS' REPORTS

3.1 MAYORAL REPORT

SUMMARY

Approval of the Mayoral Report.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core business 1: Leadership
File No:	02/01/001
Attachment:	Nil

RECOMMENDATION

That Council receive and note the Mayoral Report.

3.2 COUNCILLORS' REPORT

SUMMARY

Approval of Councillors' Reports.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core business 1: Leadership
File No:	02/01/001
Attachment:	Nil

RECOMMENDATION

That Council receive and note the Councillors' Report.

4. **DECISION REPORTS**

4.1 **AUDIT COMMITTEE MEETING AUGUST 2014**

SUMMARY

This report provides Council with an overview of the Audit Committee meeting held in August 2014.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic enabler: Effective and efficient operating systems and procedures
File no:	06/02/003
Attachment:	(a) Audit Report - Review of project management (b) VAGO Report – Shared Services in Local Government (c) Risk profiling results

RECOMMENDATION

That Council:

1. *receives and notes the:*
 - a) *Audit Committee Meeting August 2014 Report*
 - b) *VAGO Report – Shared Services in Local Government*
 - c) *Risk profiling results*
2. *endorses the performance improvement recommendations documented in the Audit Report – Review of project management.*
3. *Endorses the audit program for November 2014 to August 2016.*

PREVIOUS COUNCIL DISCUSSION

Council was provided with a summary of the May 2014 Audit Committee Meeting at the Ordinary Meeting held on 24 June 2014.

BACKGROUND

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

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

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

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

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

ISSUES/DISCUSSION

Prior to the general meeting, a meeting held under Clause 5.3(e) of the Audit Committee Charter was held. This meeting provides time for non-officer members of the committee to have open discussion with the internal and external auditors.

Items included on the general meeting agenda for August 2014 were:

- presentation of findings of the audit for the financial, standard, and performance statements by Council's external auditor, RSD Chartered Accountants
- audit report for the review of project management
- review of the audit program for the coming two year period
- VAGO Report: Shared Services in Local Government
- Section 86 committees compliance report
- staff presentation by Manager Information about his role and his findings in the IT environment since commencing with Council at the end of April.

Other items on the agenda included the following standing items:

1. Fraud Report
2. Major Lawsuits
3. Monthly Finance Report
4. Risk Management Report.

The committee was also provided with an overview of the Outstanding Action List which showed that Council had 33 outstanding actions to be completed, with 22 added to the list from the Review of Asset Management Registers, and 12 completed during the period.

The draft audit program had seven audits covering a two year period, with one quarter left free for committee discretion items. The committee decided to add an audit on "local laws record keeping and procedures", and this item was inserted into the program in May 2015, which shifted the other audits back by one quarter.

The following is the final audit program as recommended by the committee:

YEAR 1			
November 2014	February 2015	May 2015	August 2015
Purchasing process at Wedderburn Operations Centre	Stores issues from Council depots	Local laws record keeping and procedures	Contract management processes
YEAR 2			
November 2015	February 2016	May 2016	August 2016
IT Disaster Recovery Plan	Quality of Induction and Performance Review Process	Whole of Life Costing	Succession Planning

The next audit review will be purchasing processes at the Wedderburn Operations Centre, and the results will be provided to the committee at the 20 November 2014 meeting.

COSTS/BENEFITS

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

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

The benefits that the internal audit function provides Council are:

- business improvement relating to the audit review areas
- standard policy and procedure documents which are developed through the action list
- improvement in knowledge management that will assist with succession planning over time

- a reduction in risk in areas relating to audit reviews.

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

Nil

4.2 MUNICIPAL EARLY YEARS PLAN 2014-2017

SUMMARY

This report recommends the adoption of the Loddon Shire Council Municipal Early Years Plan 2014-2017.

Author	Wendy Gladman, Director Community Wellbeing
Council Plan ref:	Core business 2: Provision of wellbeing services
File no:	12/09/001
Attachment:	Municipal Early Years Plan 2014-2017

RECOMMENDATION

That Council adopt the Municipal Early Years Plan 2014-2017.

PREVIOUS COUNCIL DISCUSSION

A draft version of the Municipal Early Years Plan 2014-2017 was presented to Council for consideration at the Council briefing on 26 August, 2014.

BACKGROUND

The Municipal Early Years Plan 2014-2017 (MEYP) has been developed in line with an agreement between the Municipal Association Victoria (MAV) and Department Education and Early Childhood Development (DEECD). The development of an MEYP enables Council to make more informed decisions, develop and better evaluate early year's services, activities and facilities delivered by council to maximise resources and undertake long term planning for children aged 0-8 years.

An MEYP is a local area strategic plan covering the development and coordination of early education, care, health services and activities for young children aged 0 – 8 years and their families.

The MEYP identifies Council's role in the planning and delivery of early year's services, which will include service delivery, partnership development, advocacy or community capacity building.

The MEYP has an emphasis on encouraging a partnership approach where all community partners can work towards an agreed vision and common outcomes for young children and their families across the municipality.

The MEYP has been developed in alignment with the Victorian Government document: Victoria's Plan to Improve Outcomes in Early Childhood, which specifies that:

- addressing disadvantage in the early years can end generation of disengagement for families and whole communities, and provide children with the opportunity of breaking the cycle of disadvantage
- children's health, social and emotional wellbeing and their intellectual development are the business of all early years service providers
- the integration of services makes life easier and less stressful for children and families through more consistent forms of delivery.

Other relevant policies include:

- The National Quality Framework for Early Education and Care
- Belonging, Being and Becoming – the Early Years Learning Framework
- National Partnership Agreement on Early Childhood Education
- Victorian Early Years Learning and Development Framework
- Protecting Victoria's Vulnerable Children

ISSUES/DISCUSSION

The data profile from the 2011 census shows us that Loddon Shire:

- has a lower than average % of couples with children and one parent families, and a higher than average number of couples without children
- has a higher percentage of single fathers than in Victoria and Australia
- residents are on a lesser median weekly income that their state and national counterparts. Loddon's median income was almost less than half than the Victorian and Australian medians.
- has a slightly higher unemployment rate when compared to state and national rates
- ranks as the fourth most disadvantaged Local Government Area in Victoria.

The consultation undertaken in the development of the MEYP asked a range of questions, with three key ones:

What do you think helps to make Loddon shire a positive place for children aged 0-8 and their families?

Children were asked to draw what they loved about where they lived. They rated family and pets highest, followed by their house and playing.

Parents and service providers both rated community, education and sport as their highest three.

What do you see as the key issues and challenges facing children aged 0-8 and their families living in Loddon Shire?

Availability of childcare was the overwhelming issue/challenge identified by both parents and service providers. Other issues identified by parents were access to activities/recreation and population decline while service providers were concerned about availability of services for children with additional needs and then equally rated unemployment, access to services and social isolation as areas of concern.

Childcare also featured strongly when the question of what services families could not access was posed.

What do you think is needed to support better outcomes for children aged 0-8 and their families?

Parents and service providers were asked to share their thoughts on what they thought was needed to support better outcomes for children aged 0-8 and their families

The five key areas included:

- childcare
- activities for children in the 0-4 age range – including a broader range of arts and culture
- support for vulnerable children
- parent support and education (parenting support – information on health, welfare, literacy, language and development)
- enhanced service collaboration.

Four key strategic objectives have been developed:

Early Learning and Play – ensuring that children have a diverse range of learning and play opportunities

This will be achieved by:

- increasing parent understanding of the importance of education and early literacy
- providing a range of arts and culture programs, activities and events for children and their families
- identifying opportunities for greater use of schools, kindergartens and key community buildings as venues for early years learning and play activities
- increasing early learning and play opportunities for children aged birth to four years of age
- improving speech/ language development in children

Parenting Support – providing opportunities for parents to learn, connect with others and access relevant supports and resources.

This will be achieved by:

- providing a range of parent education sessions
- improving the provision of information about recreation, education and health and community services available for families
- understanding what playgroups and parent groups currently exist in the Loddon Shire (including supported playgroups) and identify areas of need.

Effective Service Delivery – enhancing service delivery to respond collaboratively to the needs of children and families

This will be achieved by:

- improving access to services for families, especially those that are vulnerable
- improving the provision of information about recreation, education and health and community services available for children to service providers
- understanding current service provision in Loddon Shire relevant to children aged 0-8 years and their families
- supporting, encouraging and enhancing service connections and collaboration in the Early Years sector.

Advocacy and Capacity building – working with the community to respond to the needs, hopes and aspirations of children and families.

This will be achieved by:

- investigating and advocating for feasible childcare models and options that could address current childcare gaps across Loddon Shire
- creating a community 'treasure chest' of resources targeted at supporting actions within the municipal early years plan.

COSTS/BENEFITS

To support these 14 guiding objectives, a plan has been developed with 41 corresponding actions. Of these actions, 33 can be completed using existing agency resources. The remaining 8 actions will require some funding to complete – these costs may be offset by:

- Lead agency seeking internal and external grants
- Contributions by partnering agencies

- Development of Community Chest to support implementation of actions.

One of the key pieces of work which will be used to support funding applications, and underpin the implementation of the actions is that related to the objective to 'Understand current service provision in Loddon Shire relevant to children aged 0-8 years and their families.

The action determines to: Undertake service mapping to build a current picture of service delivery and gaps relevant to children 0-8 years and their families.

The MEYP lists the proposed funding source as Council and if the MEYP is adopted this will require a budget allocation of \$10,000.

RISK ANALYSIS

Partnership engagement and the ability to source external funding are the two key risks that may impact the implementation of the MEYP. These risks will be mitigated by:

- extending the existing Early Years Network to further develop and support partnerships
- tasking the Early Years Network with overseeing the implementation of the MEYP, including the regular review and management of risks
- determining that the majority of actions within the MEYP can be undertaken within the existing resources of key partners.

CONSULTATION AND ENGAGEMENT

A total of 189 people contributed to the development of the MEYP by completion of:

- parent/caregiver survey
- parent/caregiver discussion groups
- children's drawing activity
- service provider survey
- service provider discussion groups
- action planning workshop

4.3 FINANCE REPORT FOR THE PERIOD ENDING 31 AUGUST 2014

SUMMARY

This report provides Council with financial information for the period ending 31 August 2014.

Author	Deanne Caserta, Manager Financial Services
Council Plan ref:	Strategic enabler: Sound financial management protocols
File no:	08/06/001
Attachment:	Finance Report for Period Ending 31 August 2014

RECOMMENDATION

That Council:

1. *receives and notes the 'Finance Report for the period ending 31 August 2014'*
2. *approves budget revisions included in the report for internal reporting purposes only*
3. *approves the supplementary valuations of rateable and non-rateable properties in respect of the 2014/15 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2014/15.*

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis.

BACKGROUND

The Finance Report for the period ended 31 August 2014 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the 2014/15 Budget, and includes operating results, capital expenditure and funding sources.

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

- splitting of parcels into new rateable assessments
- development of vacant or unproductive land (urban and rural)
- consolidation of separate rateable assessments into one assessment
- re-assessment of property valuations arising from objections to the initial valuation
- additions and cancellations of licences (grazing and water frontages)
- change of use
- covenant on Title
- area amendment
- change of Australian Valuation Property Classification Code (AVPCC)
- supplementary valuation correction.

ISSUES/DISCUSSION

Nil.

COSTS/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed along with an accurate representation of property valuations is reflected in Council's rating system and the distribution of rate notices for the year 2014/15.

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

RISK ANALYSIS

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget. Council's risk exposure is also increased if the rating system does not reflect the valuation changes associated with supplementary valuations as Council will not be aware of the changes, which can alter the rate revenue in the current year and in future rating years.

CONSULTATION AND ENGAGEMENT

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

Consultation with ratepayers and authorities that act on behalf of ratepayers occurs when a change to a property is required or occurs by virtue of a sale.

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

4.4 BUSINESS CONTINUITY POLICY, BUSINESS CONTINUITY FRAMEWORK AND BUSINESS CONTINUITY PLAN

SUMMARY

This report seeks Council's approval of the Business Continuity Policy, Framework and Plan.

Author	Carol Canfield, Manager Organisational Development
Council Plan ref:	Core business 8: Compliance
File no:	08/07/006
Attachment:	Business Continuity Policy Business Continuity Framework Business Continuity Plan

RECOMMENDATION

That Council adopt the Business Continuity Policy, Business Continuity Framework and Business Continuity Plan.

PREVIOUS COUNCIL DISCUSSION

Council was provided with an overview of the draft Business Continuity Policy, Business Continuity Framework and Business Continuity Plan at the Council Briefing held on 26 August 2014.

BACKGROUND

Council's current Business Continuity Plan is out of date. A consultant was engaged to develop a new plan, and the documents produced were:

1. Business Continuity Policy
2. Business Continuity Framework
3. Business Continuity Plan.

The draft documents were audited as part of Council's internal audit program and the recommendations from that audit were incorporated into them.

ISSUES/DISCUSSION

The draft policy, framework and plan outline Council's commitment to business continuity management.

The policy:

- outlines Council's commitment to good governance in business continuity management
- provides a structure to cover what is to be done in a business continuity event to restore services
- identifies the Management Executive Group for overseeing the business continuity management program.

The framework:

- sets out the business continuity components
- establishes guidelines to implement effective business continuity management
- outlines roles and responsibilities
- provides an outline of the governance requirements for best practice.

The plan:

- identifies when the business continuity plan will be activated
- identifies maximum acceptable outage
- provides a checklist of activities when the plan has been activated.

COSTS/BENEFITS

There are no direct costs associated with adoption of the Business Continuity Policy, Framework and Plan.

The benefit in adopting the documents is that there is a clear commitment from Council to provide a structure to cover what is to be done in a business continuity event.

RISK ANALYSIS

Having a pre-defined, well-documented Business Continuity Policy, Business Continuity Framework and Business Continuity Plan that clearly communicates how Council will respond during a business continuity event will help mitigate the risks associated with the event.

CONSULTATION AND ENGAGEMENT

In accordance with Council's Strategic Document or Policy Development Approval and Review Process, the policy, framework and plan was provided to the management and leadership team, and has been provided at a Council briefing for discussion prior to be presented to Council at an Ordinary Meeting for approval.

4.5 NEIGHBOURHOOD SAFER PLACES (PLACES OF LAST RESORT)

SUMMARY

Provides Council with a recommendation to adopt the attached Loddon Shire Council Neighbourhood Safer Places Plan (NSP Plan) September 2014, which includes and confirms all designated Neighbourhood Safer Places (Places of Last Resort) (NSP's) within the municipality located in the Townships of Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

Author: Kim Isbister – Emergency Management Co-ordinator

Council Plan ref: Core Business 2. – Provision of Wellbeing Services

File no: 11/04/001

Attachment: Loddon Shire Council Neighbourhood Safer Places Plan September 2014

RECOMMENDATION

That Council adopt the attached Loddon Shire Council Neighbourhood Safer Places Plan (NSP Plan) September 2014, which includes and confirms designated NSP's within the municipality in the Townships of Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

PREVIOUS COUNCIL DISCUSSION

At its ordinary meeting held on 23rd August 2010, Council adopted the initial NSP Plan which contains the Council NSP Assessment Criteria.

At its ordinary meeting on 11th September 2011, Council endorsed the NSP assessment process and resolved to continue identification and assessment of potential sites for NSP's and once identified report these back to Council for consideration.

At its ordinary meeting held on 27 August 2012 Council adopted the Loddon Shire Council Neighbourhood Safer Places Plan August 2012, which included designated NSP's at Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

At its ordinary meeting held on 23 September 2013 Council adopted the Loddon Shire Council Neighbourhood Safer Places Plan September 2013, which includes and confirmed designated NSP's at Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

BACKGROUND

NSP's and the NSP Plan are direct consequences of the Black Saturday fires and the interim recommendations' from the Bushfires Royal Commission. NSP's are legislated under the *Emergency Services Legislation Amendment Act 2009 (Vic)* ('ESLA Act') which amends the *Emergency Management Act 1986 (Vic)* ('EM Act') and the *Country Fire Authority Act 1958 (Vic)* ('CFA Act').

Councils in Victoria, under the 'ESLA Act 2009' are required to identify, certify, designate, establish and maintain NSP's within their Municipal district. Section one of the NSP Plan, the flow chart, sets out the process to follow in establishing a NSP.

In short this process includes:

- identification of potential sites by Council
- assessment by Council against Council's criteria
- assessment by CFA against CFA criteria
- designation by Council of the approved sites
- establishment and signage of site by Council

- o annual review of existing and potential new sites by Council and CFA.

Under Section 50J of the CFA Act 1958 Council must, by 31 August each year, conduct a review of each designated NSP in its municipal district to determine if it is still suitable to be designated as a NSP and ask the CFA to assess each NSP in its municipal district in accordance with the Country Fire Authority Assessment Guidelines.

Once the Council and CFA assessments have been completed and the established NSP's have been determined by each organisation as being compliant, the Municipal Fire Prevention Officer (MFPO) under section 50K of the CFA Act 1958 must provide to the Authority by 30 September in each year, an up to date list of all designated neighbourhood safer places and community fire refuges in the municipal district.

In compliance to Section 50J of the CFA Act 1958, in June 2014 Council staff requested that the CFA conduct the annual inspection of the current designated NSP's in Boort, Pyramid Hill, Bridgewater, Inglewood, Wedderburn and Serpentine. In August 2014 Council Staff (Emergency Management Co-ordinator and & Municipal Fire Prevention Officer) conducted the Council's re-assessment of these NSP's.

ISSUES/DISCUSSION

Council staff have confirmed that the six current designated NSP sites were re-assessed under Section 50J of the CFA Act 1958 as compliant against Council Guidelines. Similarly, CFA assessment has also determined that the existing sites are considered suitable to remain designated as NSP's.

No new or additional NSP sites have been nominated by Council staff, the local community or the Municipal Emergency Management Planning Committee.

Subject to Council endorsement of the attached NSP Plan, the Municipal Fire Prevention Officer will provide to the Authority, by 30 September 2014 (as per Section 50J of the CFA Act 1958), an up to date list of all designated NSP's within Loddon Shire.

COSTS/BENEFITS

Administration of the NSP process requires the allocation of Council and CFA resources to undertake the necessary site assessment as well as preparation of the associated reports and supporting documentation.

Costs of maintaining those NSP's contained within the boundary of recreation reserves is borne by the associated committees of management for these facilities. The remainder of NSP's are located in areas which Council maintain as a matter of routine operations.

Provision and maintenance of designated NSP's within the municipality contributes to the overall safety and wellbeing of the local community in the event of a bushfire and forms part of the response provisions within the Municipal Fire Management Plan.

RISK ANALYSIS

Failure to adequately and regularly assess the designated NSP sites for compliance against specified criteria has the potential to place members of the community utilising these sites at risk should site conditions change over time.

Failure to meet the inspection and reporting timelines may result in Loddon Shire failing to meet its legislated obligations under the CFA Act 1958 and EM Act 1986.

CONSULTATION AND ENGAGEMENT

Determination of the suitability to retain the designated NSP sites has been made in consultation with the CFA.

4.6 2015 RACV GREAT VICTORIAN BIKE RIDE

SUMMARY

The Loddon Shire Council has the opportunity to participate in the 2015 RACV Great Victorian Bike Ride

Author	Robyn Vella, Manager Tourism
Council Plan ref:	Strategic Platform 5: Grow and diversify our economy
File no:	16/07/003
Attachment:	Nil

RECOMMENDATION

That Council:

1. *Supports participation in the 2015 RACV Great Victorian Bike Ride*
2. *Supports a \$12,000 contribution and in-kind support to the event*

PREVIOUS COUNCIL DISCUSSION

A presentation at the Council September forum on the 2015 RACV Great Victorian Bike Ride.

Council has previously supported the event in 2011, which included overnight camps in Boort and Wedderburn.

BACKGROUND

The RACV Great Victorian Bike Ride event is a camping based cycling holiday, with participants cycling through Regional Victoria daily staying overnight at selected camp sites. Annually, Bicycle Network selects a region, designs a route that participants can cycle for a combined total of 8 days with 1 day of rest.

The RACV Great Victorian Bike Ride is the largest cycling holiday in Australia and the largest fully-supported cycling holiday in the world.

This event can attract between 4,000 -5,000 cyclists of all ages and abilities who are looking for a challenge, in a friendly atmosphere with lots of fun.

Loddon Shire hosted the 2011 RACV Great Victorian Bike Ride with overnight camps in Boort and Wedderburn. Since departure Loddon Shire has advocated to Bicycle Network for this major event to return to Loddon.

In 2011 Loddon Shire Council committed \$20,000 towards 2 overnight camps plus in-kind support.

Participants in the 2011 RACV Great Victorian Bike Ride completed a survey and Wedderburn was voted the best town with Boort coming second.

This was a huge achievement considering Loddon had big competitors in the Shire of Campaspe (Echuca) and The Rural City of Swan Hill.

Bicycle Network expressed an interest in returning to Loddon but including the greater Goldfields.

Bendigo Regional Tourism submitted a draft route to Bicycle Network for consideration which has been altered to include Ballarat, Hepburn and Macedon Ranges Shires.

Proposed 2015 RACV Great Victorian Bike Ride

Day	Route	Kms	Notes
1	ARRIVAL DAY – Ballarat	0	Possible loop ride if there is demand
2	Ballarat – Daylesford	68	Via Creswick
3	Daylesford - Lancefield	80	Via Trentham and Macedon
4	Lancefield – Heathcote	97	Via Kilmore and Broadford
5	Heathcote - Bendigo	72	Via Redesdale, Lake Eppalock, Eppalock and Strathfieldsaye
6	REST DAY - BENDIGO		
7	Bendigo – Inglewood	68	Via Eaglehawk Regional national park, Neilborough, Raywood and Bridgewater
8	Inglewood – Castlemaine	107	Via Moliagul, Dunolly, Eddington, Maldon and Walmer
9	Castlemaine - Bendigo	57	
	TOTAL	549	



The 2015 RACV Great Victorian Bike Ride will begin on Saturday 28 November 2015 and conclude on Sunday 6 December with a proposed overnight camp in Inglewood on Friday 4 December.

Once the 2015 route is announced Bicycle Network through local councils will engage with the respective communities for their involvement with the event.

ISSUES/DISCUSSION

For Council to be involved with the 2015 RACV Great Victorian Bike Ride a commitment of \$12,000 is required for the overnight camp in Inglewood , the provision of 140 wheelie bins and in kind support such as project facilitation by Loddon Shire staff, involvement of community groups and use of sporting facilities.

Bendigo Regional Tourism has indicated that it may allocate \$6,000 to the project; however this has not yet been confirmed. The maximum contribution by council would be \$12,000 which may be offset by the Bendigo Regional tourism contribution.

The investment will enable the Loddon Shire to show case this region by hosting an overnight camp along the route selected by Bicycle Network, be part of a large marketing campaign that promotes this region to Bicycle Networks strong member base of 70,000 people.

Bicycle Network will ensure that the Loddon Shire Council logo is on all marketing material produced for the 2015 RACV Great Victorian Bike Ride which includes brochure, Ride Guide, website and poster.

A promotional video to be filmed providing riders with a preview of towns and highlights along the way, which will include Inglewood, Bridgewater and surrounding areas.

The promotional video will be included on the 2015 RACV Great Victorian Bike Ride website for event participants and potential participants to view.

Bicycle Network has submitted a proposed route which includes Bridgewater and Inglewood on day 7 with the overnight camp in Inglewood. Day 8 departing Inglewood and riding to Castlemaine via Eddington.

Loddon Shire Tourism Manager has suggested an alternative route to include travel through Tarnagulla on the way to Dunolly. Bicycle Network will assess this new proposal and will inspect the altered route when in the area mid-September. Any alteration to the route would still include Eddington.

The RACV Great Victorian Bike Ride must be on sealed roads with a cyclist riding a maximum of 105 kilometres daily.

COSTS/BENEFITS

An event this size immediately stimulates and strengthens the local economy whilst building community spirit.

The estimated daily spend (average) per rider on the RACV Great Victorian Bike Ride is \$35.00.

Inglewood and Bridgewater will have the opportunity to market and showcase their town to participants encouraging repeat visitation to the region.

Other Loddon operators will have the opportunity to establish stalls in Inglewood to further promote the region.

An opportunity to market to a specific target audience the Loddon Tracks and Trails which Council contribute Community Plan funds.

Bendigo Regional Tourism has given in principle support to subsidise each of our Councils hosting a camp to the value of \$6000.

RISK ANALYSIS

Providing enough land (space) to host the overnight camp in Inglewood. A shortage of finance from Council to commit to the 2015 RACV Great Victorian Bike Ride.

Shortage of committed funds from other Shires along the proposed route nominated to host an overnight camp.

The RACV Great Victorian Bike Ride relies on funding from local Government for an overnight camp, if cannot obtain the ride would relocate to another region.

CONSULTATION AND ENGAGEMENT

Loddon Shire Tourism Manager has advocated to Bicycle Network for Loddon to be part of the 2015 Great Victorian Bike Ride with an emphasis on an overnight camp in Inglewood.

Bendigo Regional Tourism has been working with Bicycle Network to establish the route providing the best experience for the participants.

Community consultation cannot occur until funding have been approved by Loddon and surrounding Councils nominated to host an overnight camp and the announcement of the 2015 RACV Great Victorian Bike Ride at this year's event.

It should be noted that the overnight camp would coincide with the 'Inglewood Alive' event, which would commence the following day.

5. INFORMATION REPORTS

5.1 INWARDS CORRESPONDENCE

SUMMARY

Relevant correspondence received by Council since previous meeting.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Strategic enabler: Transparent communication

File No: various

Attachment: Copies of inwards correspondence

RECOMMENDATION

That Council receives and notes the Inwards Correspondence.

Date	From	Subject
27/8/14	Mayor, Mount Alexander Shire Council	Regional Rail Link and V/Line

5.2 PLANNING ACTIVITY REPORT

SUMMARY

Provides Council with an update on planning applications currently under consideration and a register of planning permits issued between 4-07-2014 and 08-09-2014.

Author	Tyson Sutton, Manager Planning and Local Laws
Council Plan ref:	Strategic Platform 2: Grow our population through appropriate development
File no:	02/01/001
Attachment:	List of Active Planning Applications List of Applications Approved under Delegation

RECOMMENDATION

That Council receive and note the quarterly Planning Activity Report.

PREVIOUS COUNCIL DISCUSSION

Council is provided with a quarterly report identifying the status of planning applications currently under consideration or those permits which have been issued within the preceding 3 months.

BACKGROUND

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

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

ISSUES/DISCUSSION

The associated attachments provide Council with a full list of planning applications currently under consideration and those planning permits issued between 4-07-2014 and 08-09-2014.

COSTS/BENEFITS

Encouragement of appropriate development within the Shire is considered to offer a variety of benefits including population growth, economic diversity and development, infrastructure improvement or increased community and private services.

RISK ANALYSIS

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

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

CONSULTATION AND ENGAGEMENT

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

5.3 APPEAL AGAINST REFUSAL OF PLANNING APPLICATION 4762

SUMMARY

Provides Council with notification of VCAT's decision to set aside Council's decision to refuse Planning Permit Application 4762 for the establishment of a mushroom farm facility on Sporting Flat Road, Dunolly.

Author	Tyson Sutton, Manager Planning and Local Laws
Council Plan ref:	Core business 9: Regulation
File no:	13/02/004
Attachment:	Planning Permit 4762 VCAT Report

RECOMMENDATION

That Council receive and note VCAT's decision in respect to issuing of planning permit 4762.

PREVIOUS COUNCIL DISCUSSION

Council resolved to refuse Planning Permit application 4762 at its ordinary meeting of 26 August 2013.

BACKGROUND

Planning permit application 4762 was lodged by Mr Sandor Molnar for the use and development of land at Sporting Flat Road, Dunolly for mushroom growing. Following Council's decision to refuse the application an appeal was lodged with VCAT for a review of the decision. The appeal was conducted at VCAT's King Street, Melbourne offices on 11 July 2014.

ISSUES/DISCUSSION

VCAT handed down their decision on 1 August 2014 and ordered that a permit be issued subject to specified conditions. The permit has been issued and a copy is provided to Council for information. A Copy of the VCAT report identifying the basis for this finding has been attached.

COSTS/BENEFITS

Council representation at VCAT consisted of Mr Tyson Sutton (Manager Planning and Local Laws) and Amy Van Den Nieuwenhof (Town Planner). As such no additional costs were incurred by Council in defending its decision before VCAT other than established operational costs associated with these positions.

RISK ANALYSIS

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

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

CONSULTATION AND ENGAGEMENT

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

5.4 APPOINTMENT OF EXTERNAL AUDITOR BY VICTORIAN AUDITOR-GENERAL'S OFFICE

SUMMARY

This report informs Council about the appointment of Council's external auditor for the next three years.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic enabler: Sound financial management protocols
File no:	06/02/002
Attachment:	Nil

RECOMMENDATION

That Council receives and notes the "Appointment of external auditor by Victorian Auditor-General's Office" report.

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

The appointment of Council's external contractor is undertaken by the Victorian-Auditor General who may choose to provide the service directly with his own staff, or engage the services of an external audit contractor.

For the past 15 years, RSD Chartered Accountants has been Council's external auditor, with three terms of five years provided by different lead auditors within the firm.

Council has recently been advised that for the years ending 30 June 2015 to 2017 Mr Martin Thompson of Crowe Horwath will be Council's external auditor.

Mr Thompson is an experienced auditor, having held senior positions in the Victorian and National Audit Offices and now as Partner – Audit and Assurance for Crowe Horwath.

ISSUES/DISCUSSION

Nil

COSTS/BENEFITS

There is a direct financial cost associated with Council's external auditor which will be advised by the Victorian Auditor-General's Office in due course.

RISK ANALYSIS

Although the external audit function is a legislated requirement, it provides Council with certainty about the accurate preparation of Council's annual financial statements, and ensures that they are prepared in accordance with relevant Acts, regulations, and accounting standards.

CONSULTATION AND ENGAGEMENT

Nil

5.5 SUMMARY OF THE 2013-2014 ANNUAL INFRASTRUCTURE PROGRAM

SUMMARY

Provides Council with a summary of actual expenditure incurred delivering each sub program element of the 2013-2014 Annual Infrastructure Program, as compared to the approved budget.

Author: David Fry, Manager Infrastructure (Program Development)

Council Plan ref: Core business 5: Providing quality infrastructure

File no: 15/01/001

Attachment: Approved 2013-2014 Annual Infrastructure Program

RECOMMENDATION

That Council receive and note the "2013-2014 Annual Infrastructure Program" expenditure summary report.

PREVIOUS COUNCIL DISCUSSION

At its June 2013 meeting Council adopted the 2013-2014 Annual Infrastructure Program. This program identified approximately \$4.46 Million in capital works projects to be delivered across 9 sub-program categories.

BACKGROUND

The 2013-2014 Annual Infrastructure Program (in combination with routine road maintenance activities) was prepared in accordance with the following financial requirements:

- Expenditure of Federal Government Roads to Recovery funding (\$1,954,798)
- Expenditure of State Government Country Roads and Bridges Initiative (\$1,000,000)
- Expenditure of Grants Commission funding tied to local roads (\$3,175,450)
- Expenditure of Council funds (2,904,803)
- Expenditure of funds for any works in progress or carry over projects from the 2012-2013 financial year.

ISSUES/DISCUSSION

Councils Annual Infrastructure Program is divided into nine sub programs. Each sub program is allocated a budget funded from the above financial commitments.

The following is a summary of activities undertaken in each of the sub programs:

- Local Road Gravel Resheeting; 16 projects totalling more than 20km of gravel resheeting were undertaken as part of this sub program.
- Local Road Gravel Shoulder Resheeting; 10 projects totalling more than 29 km of gravel shoulder resheeting were undertaken as part of this sub program.
- Local Road Construction Asset Preservation; 5 projects totalling approximately 4km of pavement rehabilitation were undertaken as part of this sub program. One project from the program has been carried over. This project is on the Bridgewater Raywood Road and involves the purchase of offset vegetation to enable the physical works to be undertaken in the current financial years Works Program.
- Local Road Construction Amenity; 1 project was completed under this sub program. A second and larger project has been carried over. This project involves the sealing of the shoulders in Brougham Street Bridgewater. It has been postponed due to the closure of the Grain Corp facility.
- Local Road Construction Safety; 2 projects were undertaken as part of this sub program. The larger project on the Laanecoerie Tarnagulla Road had a cost overrun due to unexpected costs for the culvert extension works.

- Township Street Improvement Works; 7 projects have been completed under this sub program, with 3 projects carried over. Work on 2 of these projects should be complete by the end of August with the third project awaiting approvals from the Rail operator.
- Urban Drainage; 6 projects have been completed under this sub program. Significant savings were achieved due to the lower than expected contractor costs on the two largest projects being the Park View Drive Serpentine and Borung Street Inglewood projects.
- Local Bridges and Culverts; 6 projects were undertaken under this sub program with the largest being the replacement of the bridge on Puntton Road.
- Local Road Reseals; 23 projects totalling in excess of 150,000m² of pavement were completed as part of this sub program.

The following table outlines expenditure against original budgets for the 2013-2014 Annual Infrastructure Program.

Activity	Approved Budget 2013-2014	Expenditure to 30/06/2014	Work in Progress and Carryovers	Total Expenditure	Saving or Overspend (S&O)
Local Road Gravel Resheeting	\$578,121	\$469,173		\$469,173	\$108,948
Local Road Gravel Shoulder Resheeting	\$333,467	\$305,173		\$305,173	\$28,294
Local Road Construction Asset Preservation	\$1,011,223	\$1,043,555	\$50,000	\$1,093,555	(\$82,332)
Local Road Construction Amenity	\$128,460	\$31,810	\$81,435	\$113,245	\$15,215
Local Road Construction Safety	\$128,000	\$150,923		\$150,923	(\$22,923)
Township Street Improvements	\$521,950	\$326,762	\$159,952	\$486,714	\$35,236
Urban Drainage	\$583,000	\$403,577		\$403,577	\$179,423
Local Bridges and Culverts	\$535,119	\$482,910	\$24,300	\$507,210	\$27,909
Local Road Reseals	\$645,986	\$631,896		\$631,896	\$14,090
Total	\$4,465,326	\$3,845,779	\$315,687	\$4,161,466	\$303,860

The total projected savings indicated in the column headed " S&O" equate to a 6.8% saving against the original budget.

In addition to the projects completed as part of the 2013-2014 Annual Infrastructure Program approximately 18 further projects carried over from the 2012-2013 Annual Infrastructure program were also completed. The majority of the carryover projects were in the Township Street Improvement and Amenity sub program areas. The total value of these projects was in excess of \$600,000.

COSTS/BENEFITS

The completion of the Annual Infrastructure Program within budget ensures that Council can continue to provide appropriate infrastructure programs for the ratepayers of the Loddon Shire

RISK ANALYSIS

The risk associated with the provision of the Annual Infrastructure Program is the ability to continue to provide an appropriate level of service within the financial capacity of Council.

CONSULTATION AND ENGAGEMENT

No significant external consultation was carried out as part of the development of the 2013-2014 Annual Infrastructure Program.

6. COMPLIANCE REPORTS

6.1 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
Council Plan ref:	Core business 8: Compliance
File No:	02/01/001
Attachment:	Nil

RECOMMENDATION

That Council:

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

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

N/A

ISSUES/DISCUSSION

Right of entry and possession – multi party agreement between National Australia Bank, Hay Australia Bridgewater Pty Ltd, Loddon Shire Council and Hay Australia Pty Ltd

6.2 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – WEDDERBURN MECHANICS LITERARY INSTITUTE HALL

SUMMARY

This report seeks Council's approval of the membership of Wedderburn Mechanics Literary Institute Hall Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/038
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Wedderburn Mechanics Literary Institute Hall Section 86 committee of management, effective immediately.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Wedderburn Mechanics Literary Institute Hall on 23 September 2013.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Wedderburn Mechanics Literary Institute Hall is a community based committees with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position
Barry Finch	President
Daryl Arnott	Vice President

Alan Mulraney	Secretary
Robert Nichols	Treasurer
Alan Thiele	Committee Member
Alex Holt	Committee Member
Geoff Maxwell	Committee Member
Thomas Jackson	Committee Member

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Nil

6.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – BOORT BUSINESS AND TOURISM COUNCIL

SUMMARY

This report seeks Council's approval of the membership of Boort Business and Tourism Council Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/012
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Boort Business and Tourism Council Section 86 committee of management, effective immediately.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Boort Business and Tourism Council Section 86 Committee of Management on 23 August 2013.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Boort Business and Tourism Council is a community based committee with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position/Community group
Kathryn Lanyon	President
Angela Doyle	Vice President

Brooke Arnold	Secretary
Suzi Kirkham	Treasurer
Sharlene Stringer	Committee Member
Cleo Lanyon	Committee Member
Marilyn Lanyon	Committee Member
John Nelson	Committee Member
Margaret Nelson	Committee Member
Alister McDougall	Committee Member
Craig Scott	Committee Member
Jason Lee	Committee Member
Barry Barnes	Committee Member
Paul Haw	Committee Member
Peter Eicher	Committee Member
Marlies Eicher	Committee Member
Margaret Piccoli	Committee Member

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Nil

6.4 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – BOORT AERODROME

SUMMARY

This report seeks Council’s approval of the membership of Boort Aerodrome Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/007
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Boort Aerodrome Section 86 Committee of Management, effective immediately.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Boort Aerodrome Section 86 Committee of Management on 28 October 2013.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council’s preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Boort Aerodrome is a community based committee with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position/Community group
Peter Eicher	President
Ken Loader	Vice President
Harry Brindley	Secretary

Madeline Scott	Treasurer
Adam Wright	Committee Member
Campbell Chalmers	Committee Member
Darren Allison	Committee Member
Jamie Whitmore	Committee Member
Jim Nolan	Committee Member
Ray Stomann	Committee Member

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Nil

6.5 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – BOORT MEMORIAL HALL

SUMMARY

This report seeks Council's approval of the membership of Boort Memorial Hall Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/010
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Boort Memorial Hall Section 86 Committee of Management, effective immediately.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Boort Memorial Hall Section 86 Committee of Management on 28 October 2013.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Boort Memorial Hall is a community based committee with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position/Community group
Jeanette Wagner	President
Ken Loader	Vice President

Judy Parker	Secretary/Treasurer
Alan Stringer	Committee Member
Edna Boyle	Committee Member
Ian Potter	Committee Member
Isobel Loader	Committee Member
Ivan Streader	Committee Member
Karen Coutts	Committee Member
Kevin Sutton	Committee Member
Marg Potter	Committee Member
Nola Stringer	Committee Member
Reg Brown	Committee Member

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Nil

6.6 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS –KINGOWER DEVELOPMENT AND TOURISM

SUMMARY

This report seeks Council’s approval of the membership of Kingower Development and Tourism Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/025
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Kingower Development and Tourism Section 86 Committee of Management, effective immediately.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Kingower Development and Tourism Section 86 Committee of Management on 28 October 2013.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council’s preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Kingower Development and Tourism is a community based committee with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position/Community group
Terry Coffey	President
Mark Gilmore	Vice President

Christine Gilmore	Secretary
Michael Rose	Treasurer
Arleen Reimers	Committee Member
Beverley Lechte	Committee Member
Damien Mason	Committee Member
Daniel Madrid	Committee Member
David Peterson	Committee Member
David Reimers	Committee Member
Dawn Sendy	Committee Member
Geoff Graham	Committee Member
Jan Graham	Committee Member
Maile Peterson	Committee Member
Nicole Solomon	Committee Member

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Nil

6.7 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – PYRAMID HILL MEMORIAL HALL

SUMMARY

This report seeks Council's approval of the membership of Pyramid Hill Memorial Hall Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/031
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Pyramid Hill Memorial Hall Section 86 Committee of Management, effective immediately.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Pyramid Hill Memorial Hall Section 86 Committee of Management on 28 October 2013.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Pyramid Hill Memorial Hall is a community based committees with representation of at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position/Community group
Ronald Peacock	President
Graeme Stevens	Vice President

Kathleen Wood	Secretary/Treasurer
David James	Committee Member
Bill Quinn	Committee Member
Jan Vincent	Committee Member
Sherry Gumley	Committee Member
Kellie Stewart	Committee Member
Betty Mann	Committee Member
Cheryl Bartels	Committee Member
Colin Mann	Committee Member

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Nil

7. GENERAL BUSINESS

8. CONFIDENTIAL ITEMS

Closing of Meeting to the Public

RECOMMENDATION

That the meeting be closed to the public.

NEXT MEETING

The next Ordinary Meeting of Council will be held on 28 October at Serpentine commencing at 3pm.