

LODDON SHIRE COUNCIL
LODDON SHIRE COUNCIL - MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL
CHAMBERS, SERPENTINE – TUESDAY 24 JUNE 2014

The meeting commenced at 3.00pm with the Prayer.

Present

Cr Gavan Holt (Mayor)
 Cr Colleen Condliffe
 Cr Geoff Curnow
 Cr Cheryl McKinnon
 Cr Neil Beattie

In Attendance

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

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UNCONFIRMED

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 27 May 2014*
2. *the minutes of the Ordinary Council Meeting of 27 May 2014*

MOTION

Moved: Cr Condliffe

Seconded: Cr Curnow

That Council confirm:

1. the minutes of the Council Briefing of 27 May 2014
2. the minutes of the Ordinary Council Meeting of 27 May 2014

Carried

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.

MOTION

Moved: Cr Condliffe

Seconded: Cr Curnow

That Council receive and note the Action Sheet.

Carried

UNCONFIRMED

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.

| | |
|---|---|
| Municipal Association of Victoria | |
| | |
| Section 86 Committees: Donaldson Park Committee of Management, Wedderburn Community Centre Committee of Management, Wedderburn Engine Park Committee of Management, Wedderburn Mechanics Institute Hall Committee of Management, Wedderburn Tourism Inc. | |
| | |
| Audit Committee | |
| | |
| Other Council Activities | |
| DATE | Activity |
| 28/5/14 | Attended a meeting of the Wedderburn Development Association/Community Planning Meeting |
| 29/5/14 | As part of a Murray River Group of Councils deputation we met at State Parliament House with: <ul style="list-style-type: none"> 1. The Deputy Premier and Minister for Rural and Regional Development Peter Ryan. 2. The Transport Minister Terry Mulder, and 3. Minister for Agriculture and Water Peter Walsh |
| 31/5/14 | Attended the Wedderburn vs Birchip winter sports program at Birchip |
| 1/6/14 | Chaired the official launch at Tarnagulla of the South Loddon Regional Tourism Committee's web page |

| | |
|------------|---|
| 2/6/14 | Attended the Loddon Campaspe Group of Councils meeting of Mayors and CEOs at Maryborough |
| 4/6/14 | Attended a Murray River Group of Councils dinner at Echuca |
| 5/6/14 | Attended Murray River Group of Councils meeting at Echuca |
| 6/6/14 | Attended the gala opening of the "War and Peace" photography exhibition at the Boort Memorial Hall |
| 7/6/14 | Attended the Wedderburn vs Boort winter sport program at Boort |
| 8/6/14 | Attended the St Augustines Inglewood 150 th anniversary church service |
| 10/6/14 | Met with Amanda Pereira to further discuss her progress with her National Hands Network business in Loddon/Wedderburn |
| 11/6/14 | Attended the Annual General Meeting of the Wedderburn and District Harness Racing Club |
| 13/6/14 | Attended a meeting at the Wedderburn Community Centre with the Wedderburn Lions Club and the consultant from Alcheringa Aged Care to discuss the preliminary report into the feasibility of establishing an aged care facility in Wedderburn |
| 14/6/14 | Attended the Wedderburn vs Wycheproof winter sports day at Wedderburn |
| 15-18/6/14 | Attended the National General Assembly of Local Government in Canberra (see report below) |
| 19/6/14 | Met with Fy Wan and Judy Lorraine with the CEO and Director Economy and Community to discuss an Immigration with Capital to Australia Project, with a view to further developing his pistachio nut business. Bryan McEwan to further investigate. |
| 20/6/14 | Attended as guest speaker at the Inglewood Lions Club handover dinner |

Cr Holt also tabled a report on the Australian Local Government Association National General Assembly, Canberra, as follows:

From June 15 to 18, with Cr Curnow, Cr Beattie and our Chief Executive Officer John McLinden, I attended the National General Assembly of Local Government in Canberra. This annual event is conducted by the Australian Local Government Association which is headed by a Board made up of delegates from all Australian state and territory local government associations. Delegates from a majority of Australia's 560 councils attended the conference.

The theme of this year's conference was "Getting down to business" and was officially opened by Australia's recently appointed Governor General Sir Peter Cosgrove. We heard from a variety of speakers, including the Deputy Prime Minister Warren Truss, Anthony Albanese representing the Australian Labor Party and the Leader of the Greens Christine Milne. Over 70 motions relevant to local government were put by councils from across Australia and debated and decided upon.

The Commonwealth Government's recent budget decision to cap the Financial Assistance Grants from the Commonwealth to local government at current levels for three years was condemned and a request made to reconsider the decision. The significance of these grants to rural councils was sheeted home when one small rural council in Queensland announced that its annual rate revenue is \$2 million and its Financial Assistance Grants are \$4 million.

The matter of constitutional recognition of local government was again raised. Remember that this matter was to be put to a referendum at last year's federal election, but did not proceed when the election was brought forward. ALGA President Felicity-Anne Lewis announced at the conference that internal polling at the time showed that there was over 65% support across Australia for the proposal. We again asked that this proposal be put to the Australian people. The matter was discussed against a backdrop of the "Williams case" in the High Court, where it has subsequently been decided that Commonwealth funding directly to local Government is unconstitutional. We have to wait for the federal government's response to this decision. It could have repercussions for the "Roads to Recovery" funding program which is very important to us.

As part of our membership of the Murray River Group of Councils, I attended face to face meetings with Warren Truss, Chairman of the Murray Darling Basin Authority Crag Knowles and its CEO Rhonda Dixon and officers from the Office of the Commonwealth Environmental Water Holder.

Truss said that the government was firm on its decision to cap the FAGS as everyone had to make a contribution to getting the federal budget back into surplus. He did reiterate the announcement that there would be a doubling of the Roads to Recovery funding in 2015/16. One of the reasons for this was to stimulate the economy as the amount of investment in mining infrastructure begins to reduce. Truss also said that the Commonwealth was to begin an extensive review of our federal system, with a white paper later in the year to open the conversation. It will be interesting to see what this might entail for local government.

Knowles acknowledged that the original method of getting water to the environment was the cheque book, i.e. water buy backs. He said that it had become recognised that there needed to be "more tools in the toolbox" than that, such as investment in irrigation and environmental infrastructure. We also agreed to provide data to the Authority on the socio-economic impacts on our communities of the Murray Darling Basin Water Plan, as requested. Knowles also acknowledged our wish to maintain a direct link with the Authority.

The CEWH officers said that they use their water across the entire basin in what they see as the best interests of the whole basin to "protect and enhance environmental assets". There could be other benefits from the use of this water, such as recreational, community and economic benefits, but these cannot be the primary purpose of the use of this water.

We received a preview of the entertainment to be provided at our Sports Awards night in August, when our special guest on that night, Max Walker, provided an entertaining speech at the conclusion of the conference.

When talking to delegates from across Australia, from Cape York to the City of Casey, from Conargo to Carnarvon, we realise just how large and diverse Australia is, all of us with similar and different issues. All in all, a very good conference, good for the mind, not so good for the waistline.

MOTION

Moved: Cr Condliffe

Seconded: Cr McKinnon

That Council receive and note the Mayoral Report.

Carried

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.

Cr Beattie

| | |
|---|--|
| Murray Darling Association | |
| | |
| Rail Freight Alliance | |
| | |
| Section 86 Committees: Boort Aerodrome Committee of Management, Boort Development Committee Inc., Boort Memorial Hall Committee of Management, Boort Resource Information Centre Committee Inc., Boort Tourism Committee Inc., Korong Vale Mechanics Hall Committee of Management, Korong Vale Sports Centre Committee of Management, Little Lake Boort Management Committee Inc., Yando Public Hall Committee of Management | |
| | |
| | |
| Recreation Strategy Implementation Steering Committee | |
| | |
| Other Council Activities | |
| DATE | Activity |
| 2/6/14 | Attended Boort Development Committee meeting |
| 6/6/14 | Attended War and peace exhibition at Boort |
| 10/6/14 | Attended meeting of concerned residents at Boort Primary School |
| 15-18/6/14 | Attended National General Assembly of Local Government in Canberra |

| | |
|---------|--|
| 19/6/14 | Meeting Boort Main Street to program new bin placement |
| 24/6/14 | Council meeting Serpentine |

Cr Condliffe

| | |
|--|--|
| Calder Highway Improvement Committee | |
| Section 86 Committees: Bridgewater Memorial Hall Committee of Management, Bridgewater on Loddon Development Committee of Management, Campbells Forest Hall Committee of Management, Inglewood Community Sports Centre Committee of Management, Inglewood Riding Club, Inglewood Lions Community Elderly Persons Units Committee of Management, Inglewood Town Hall Committee of Management, Inglewood Reservoir Committee of Management | |
| 29/5/14: Bridgewater Town Hall meeting | |
| 16/6/14: Inglewood Sports Centre meeting | |
| 18/6/14: BOLD meeting Bridgewater | |
| Australia Day Committee | |
| | |
| Loddon Youth Committee | |
| | |
| Healthy Minds Network | |
| 18/6/14: Healthy Minds meeting Tarnagulla | |
| Other Council Activities | |
| DATE | Activity |
| 27/5/14 | Inglewood and Districts Community Bank |
| 29/5/14 | North Central Loddon Learning AGM Wedderburn |
| 4/6/14 | TAC meeting Dingee |
| 5/6/14 | Loddon Valley Landcare meeting Serpentine |
| 5/6/14 | Kooyoora Womens meeting held in Inglewood |
| 7/6/14 | St Augustine 150 years celebration service held in Inglewood |
| 10/6/14 | Inglewood Resource Centre meeting |

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| 11/6/14 | Rural Financial Counselling meeting Bendigo |
| 12/6/14 | Inglewood Hub meeting |
| 16/6/14 | Inglewood Alive meeting |
| 19/6/14 | Womens Health Loddon Mallee Bendigo |
| 20/6/14 | Inglewood Lions Changeover |
| 24/6/14 | Council meeting Serpentine |

Cr Curnow

Central Murray Region Waste Management Group

Section 86 Committees: Eddington Community Centre Committee of Management, Kingower Development and Tourism Committee Inc.

Municipal Emergency Management Plan Committee and Municipal Fire Prevention Committee

Other Council Activities

| DATE | Activity |
|-------------|--|
| 1/6/14 | Launch of Southern Loddon Tourism website held at Tarnagulla Community Centre |
| 6/6/14 | War and Peace exhibition – opening night at Boort |
| 8/6/14 | Inglewood Anglican Church 150 years service and celebration |
| 10/6/14 | Chaired the election process at the triennial meeting of Laanecoore Mechanics Institute Hall |
| 12/6/14 | Central Murray Regional Waste Management Group met at Barham |
| 13/6/14 | Municipal Emergency Management Advisory Committee meeting at MAV offices in Melbourne |

| | |
|---------|--|
| 15/6/14 | Attended the Australian Local Government Association National General Assembly in Canberra along with Mayor Holt, Cr Beattie and CEO John McLinden |
| 23/6/14 | Loddon Mallee Local Government Waste Forum met at Swan Hill |
| 24/6/14 | June Loddon Shire Council Meeting at Serpentine |

Cr McKinnon

| | |
|---|--|
| North Central Goldfields Regional Library | |
| | |
| | |
| Section 86 Committees: Dingee Progress Association, East Loddon Community Centre Committee of Management, Mitiamo Municipal Recreation Reserve Committee of Management, Pyramid Hill Memorial Hall Committee of Management, Pyramid Hill Swimming Pool Committee of Management, Serpentine Bowls and Tennis Pavilion and Reserve Committee of Management | |
| | |
| Nature Tourism Advisory Team | |
| | |
| Other Council Activities | |
| DATE | Activity |
| 28/5/14 and 11/6/14 | Met with local steering committee to discuss childcare care options and needs assessment being conducted by Glenys Broad as her Loddon Murray Community Leadership project |
| 29/5/14 | Attended NCLLEN AGM and lunch in Wedderburn |
| 30/5/14 | Lunch and mentoring session with senior students at LHC as part of the Vline/Beacon Foundation "Work Ready" program |
| 30/5/14 | Met with NCCMA reps and LSC Steven Phillips onsite at Seven Months Creek in Pyramid Hill to discuss weed management |
| 4/6/14 | TAC meeting in Dingee with President of DBNC Geoff Thomas – still exploring management options |
| 5/6/14 | Attended VLGA and RecVic's Community HART awards (Helping Achieve Reconciliation Together) at Richmond Football Club rooms. This recognises partnerships and initiatives that contribute to reconciliation outcomes. |
| 10/6/14 | Council Forum in Wedderburn |

| | |
|---------|---|
| | Pyramid Hill swimming pool general meeting |
| 14/6/14 | Attended Pyramid Hill Lions Market, then opening of Pyramid Hill's new netball courts by Damian Drum, also attended by Ian McLauchlan and Allan Stobaus |
| 16/6/14 | Nature Tourism Advisory Team meeting at Inglewood |
| 18/6/14 | Pyramid Hill Progress Association meeting |
| | Neighbourhood House committee of management meeting |
| 22/6/14 | Attended my first CLLM Board meeting in Bendigo. Focus of CLLM is to develop leaders for vibrant and sustainable communities, which complements our own Council Plan, and I am looking forward to my term with this organisation. |
| 24/6/14 | Council meeting in Serpentine |
| | Dingee Bush Nursing Centre meeting in Dingee |

MOTION

Moved: Cr Beattie

Seconded: Cr McKinnon

That Council receive and note the Councillors' Report.

Carried

4. **DECISION REPORTS**

4.1 **AUDIT COMMITTEE MEETING MAY 2014**

SUMMARY

This report provides Council with an overview of the Audit Committee meeting held in May 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: | <ul style="list-style-type: none"> (a) Audit Report – Review of asset management registers (b) VAGO Report: Asset Management and Maintenance by Councils (c) Audit Committee Charter (d) Annual performance survey (e) End of financial year audit strategy |

RECOMMENDATION

That Council:

1. *receives and notes the:*
 - a) *Audit Committee Meeting May 2014 Report*
 - b) *Victorian Auditor-General's Report: Asset Management and Maintenance by Councils*
 - c) *Audit Committee's annual performance survey*
 - d) *End of financial year audit strategy*
2. *endorses the performance improvement recommendations documented in the Audit Report – Review of Asset Management Registers (with Financials)*
3. *approves the Audit Committee Charter without amendment.*

PREVIOUS COUNCIL DISCUSSION

Council was provided with a summary of the February 2014 Audit Committee Meeting at the Ordinary Meeting held on 25 March 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

The meeting commenced with an announcement from the Chief Executive Officer that the Mayor and he had undertaken a recruitment process for a community member for the period 1 May 2014 to 30 April 2018, and that Jo Haw had been appointed to the committee for a second term.

This followed an election for the position of Chair, where Mr Ken Belfrage was recommended after being the only nomination for the position. Council endorsed the committee's recommendation for Chair at the Ordinary Meeting held on 27 May 2014.

Items included on the meeting agenda for May 2014 were:

- audit report for the review of asset management registers with financials
- end of financial year audit strategy
- presentation of annual performance survey
- review of Audit Committee Charter
- VAGO Report: Asset Management and Maintenance by Councils
- Overview of the Long Term Financial Plan and 2014/2015 draft budget
- Section 86 committees compliance report, which is a new standing item for the agenda
- staff presentation by Rural Coordination and Development Manager about his role and current projects.

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 23 outstanding actions to be completed, with 12 added to the list from the Review of Business Continuity, and 18 completed during the period.

The next audit review will be project management, and the results will be provided to the committee at the 21 August 2014 meeting.

The committee asked the Chief Executive Officer to undertake a risk profiling exercise with management and key staff to identify new and emerging risks that could be addressed by the audit program. That exercise will be undertaken in June, and a report will be provided to the committee at the August meeting. It is expected that a four year audit program will be developed from discussion at the 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

MOTION

Moved: Cr Curnow

Seconded: Cr Condliffe

That Council:

1. receives and notes the:
 - a) Audit Committee Meeting May 2014 Report
 - b) Victorian Auditor-General's Report: Asset Management and Maintenance by Councils
 - c) Audit Committee's annual performance survey
 - d) End of financial year audit strategy
2. endorses the performance improvement recommendations documented in the Audit Report – Review of Asset Management Registers (with Financials)
3. approves the Audit Committee Charter without amendment.

Carried

UNCONFIDENTIAL

4.2 REVIEW OF LONG SERVICE LEAVE FINANCING POLICY

SUMMARY

This report seeks Council's approval of the Long Service Leave Financing Policy

| | |
|-------------------|--|
| Author | Deanne Caserta, Manager Financial Services |
| Council Plan ref: | Core business 6: Financial stability |
| File no: | 18/01/001 |
| Attachment: | Long Service Leave Financing Policy |

RECOMMENDATION

That Council adopts the Long Service Leave Financing Policy.

PREVIOUS COUNCIL DISCUSSION

Council was provided with a copy of the draft current Long Service Leave Financing Policy by email on 4 June 2014.

BACKGROUND

Council's current policy was adopted on 25 June 2012. It was developed to ensure that Council has sufficient funds on hand, accumulated over time, to meet its commitments to employees.

ISSUES/DISCUSSION

The policy is now due for review. During investigation of any potential improvements to the current policy, there was nothing found. Therefore the policy remains unchanged from version 1.

COSTS/BENEFITS

There are no direct costs associated with adoption of the policy.

RISK ANALYSIS

The Long Service Leave Financing Policy is the primary policy for management of Council staff long service leave provisions to ensure that Council builds its reputation as an ethical organisation with employees.

CONSULTATION AND ENGAGEMENT

In accordance with Council's Strategic Document or Policy Development Approval and Review Process, the policy was provided to the management and leadership team, and has been provided to Council (by email) prior to being presented to Council at an Ordinary Meeting for approval.

MOTION

Moved: Cr Condliffe

Seconded: Cr Beattie

That Council adopts the Long Service Leave Financing Policy.

Carried

4.3 REVIEW OF RESERVES POLICY

SUMMARY

This report seeks Council's approval of the Reserves Policy

| | |
|-------------------|--|
| Author | Deanne Caserta, Manager Financial Services |
| Council Plan ref: | Core business 6: Financial stability |
| File no: | 18/01/001 |
| Attachment: | Reserves Policy |

RECOMMENDATION

That Council adopts the Reserves Policy.

PREVIOUS COUNCIL DISCUSSION

Council was provided with a copy of the draft Reserves Policy by email on 4 June 2014.

BACKGROUND

Council's current policy was adopted on 25 June 2012. It was developed to manage the creation and purpose of Council reserves.

ISSUES/DISCUSSION

The policy is now due for review. During investigation of any potential improvements to the current policy, there were minor adjustments required, as follows:

- 3.1.2 Movement of reserves: at the end of each financial year the relevant amounts will be transferred to or from the reserves bank account where a specific reserve account exists and general bank account of Council – underline text added
- Buildings Reserve title changed to Land and Buildings Reserve
- Councillors' Initiatives Reserve note added – This reserve will be removed in 2014/15 financial year as per Council Resolution in 25 February 2014
- Granite Sand Reserve (GSP) changed to Gravel and Sand Reserve to suit both types of road construction materials and the associated quarries
- Major Projects Reserve added – The Major Projects Reserve is used to assist with the funding of major projects identified by Council – transfers to reserve annually an amount determined during the budget process as sufficient to fund major projects – transfers from reserve funds required to finance major works identified by Council
- Superannuation Liability Reserve changed to Unfunded Superannuation Liability Reserve
- Unspent Grant Monies Reserve changed to Unspent Grants Reserve
- Wedderburn Pre School Reserve removed, as this is a trust not a reserve.

COSTS/BENEFITS

There are no direct costs associated with adoption of the policy.

RISK ANALYSIS

The Reserves Policy is the primary policy for management of Council reserves. Council sets aside funds to prepare for expenditure in future years while reducing the impact of large expenditures on one financial year.

This also minimises the volatility of programmed expenditure and the need for borrowings.

CONSULTATION AND ENGAGEMENT

In accordance with Council's Strategic Document or Policy Development Approval and Review Process, the policy was provided to the management and leadership team, and has been provided to Council (by email) prior to being presented to Council at an Ordinary Meeting for approval.

MOTION

Moved: Cr Beattie

Seconded: Cr McKinnon

That Council adopts the Reserves Policy.

Carried

UNCONFIRMED

4.4 PROVISION FOR DOUBTFUL DEBTS AND WRITING OFF BAD DEBTS POLICY

SUMMARY

This report seeks Council's approval of the Provision for Doubtful Debts and Writing Off Bad Debts Policy

| | |
|-------------------|---|
| Author | Deanne Caserta, Manager Financial Services |
| Council Plan ref: | Core business 6: Financial stability |
| File no: | 18/01/001 |
| Attachment: | Provision for Doubtful Debts and Writing Off Bad Debts Policy |

RECOMMENDATION

That Council adopts the Provision for Doubtful Debts and Writing Off Bad Debts Policy.

PREVIOUS COUNCIL DISCUSSION

Council was provided with a copy of the draft Provision for Doubtful Debts and Writing off Bad Debts Policy by email on 4 June 2014.

BACKGROUND

The need for a Provision for Doubtful Debts and Writing off Bad Debts Policy was raised during the 2012 external audit management letter as an area of improvement for Council.

From the management letter an action to develop a policy was placed on the Corporate Services Directorate Plan for the current financial year.

ISSUES/DISCUSSION

A draft policy has been developed for Council's consideration. The policy outlines Council's principles for variations of the Provision for Doubtful Debts and write-off of bad debts.

This policy allows Council to delegate authority to the Chief Executive Officer, on receipt of advice from the Director of Corporate Services to:

- vary the provision for doubtful debts to such an amount required in the opinion of the CEO
- write off bad debts against the provision for doubtful debts up to a value of \$1,000 in an individual case and \$5,000 in aggregate per financial year

Any amounts above the threshold will be submitted to Council at an Ordinary Meeting for consideration.

The Provision for Doubtful Debts is an accounting entry affected during the end of financial year process. The figure published in Council's financial statements should be sufficient to cover any debts that may not be collected in the future. As part of the end of financial year process, Council officers research the rates debtor and sundry debtor lists and assess their collectability. The provision is amended up or down on the previous year to suit the current circumstances.

COSTS/BENEFITS

There are no direct costs associated with adoption of the policy.

The benefit in adopting the policy is that the Chief Executive Officer will be authorised to deal with debts under the threshold, lessening the amount of administrative items required to be dealt with by the Council.

RISK ANALYSIS

The Provision for Doubtful Debts and Writing off Bad Debts Policy provides appropriate parameters for provision of doubtful debts at the end of financial year, and write off of debts by the Chief Executive Officer.

CONSULTATION AND ENGAGEMENT

In accordance with Council's Strategic Document or Policy Development Approval and Review Process, the policy was provided to the management and leadership team, and has been provided to Council (by email) prior to being presented to Council at an Ordinary Meeting for approval.

MOTION

Moved: Cr Curnow

Seconded: Cr Condliffe

That Council adopts the Provision for Doubtful Debts and Writing Off Bad Debts Policy.

Carried

UNCONFIRMED

4.5.1 2014-2015 LODDON SHIRE COMMUNITY GRANTS SCHEME – NOT INCLUDING LAANECOORIE MECHANICS INSTITUTE HALL, WEDDERBURN AND DISTRICT HARNESS RACING CLUB AND LODDON PLAINS LANDCARE NETWORK

SUMMARY

Provides a summary of the applications received and associated funding recommendations under the 2014/2015 Loddon Shire Community Grants Scheme.

| | |
|-------------------|---|
| Author | Allan Stobaus, Manager Community and Recreation |
| Council Plan ref: | Strategic Platform 4: Make our towns liveable and memorable |
| File no: | 16/02/001 |
| Attachment: | Summary of applications and recommendations 2014 -2015 Community Grants |

RECOMMENDATION

That Council awards \$185,889.65 in grants under the 2014/15 Loddon Shire Council Community Grants Scheme as nominated in the attached spread sheet.

PREVIOUS COUNCIL DISCUSSION

Council has not previously discussed the 2014/2015 Community Grants recommendations.

BACKGROUND

The Loddon Shire Community Grants program commenced in 2000/2001. Council initiated the scheme to assist recreation; sporting and service organisations to deliver projects that improve the quality of life for residents. Since the scheme was initiated, Council has invested approximately \$1.5 million toward 609 community-based projects worth a total of approximately \$5 million.

Council's draft 2014/15 budget includes an allocation of \$200,000 for the Community Grants Scheme.

Applications for the 2014/15 community grants program opened in February and closed on 2 May 2014.

All applications were assessed against the following criteria:

- a) Demonstrated community need (Weighting 20%)
- b) Improved existing facilities and/or increased participation (Weighting 20%)
- c) Multi-use and broad community benefit (Weighting 15%)
- d) Self-help i.e. in-kind and/or cash commitment (Weighting 15%)
- e) Effective and efficient use of resources (Weighting 15%)
- f) Considerate of access issues (Weighting 15%)

ISSUES/DISCUSSION

In total 66 applications were received , 44 of these applications have been recommended for funding, 12 have not been recommended for funding in this round, 8 applications have been assessed as ineligible and 2 have been recommended for funding from alternative Council budgets and programs.

Of these 66 applications, three have been removed from consideration in this report and are the subject of separate reports.

Attachment 1 provides Council with a full list of applications received under the program along with recommendations of which projects should be funded, those not recommended for funding and those considered to be ineligible under the program guidelines.

The Dingee Progress Association application for a BBQ shelter is recommended for funding under Council's Community Planning funding (see report 4.7, 24/7/14).

COSTS/BENEFITS

The Community Grants program offers significant benefit to the local community through provision of funding for specific projects which may otherwise struggle to secure funding through Council's other infrastructure programs or initiatives.

As demonstrated in the value of projects delivered since the inception of the program, Councils investment towards these grants yields significant community benefit both in terms of financial investment and social wellbeing.

As per Councils previous commitment, administration of the scheme has continued on the basis of \$200,000 being available annually to contribute towards proposed community projects and programs.

RISK ANALYSIS

Primary risks associated with the community grants scheme are believed to be as follows:

Adherence to Program Guidelines: Detailed program guidelines identify which projects and programs are considered eligible for community grants. All applications are assessed against these guidelines for eligibility so as to ensure that funding made available through this program is distributed equitably and provides greatest benefit to the overall Loddon community.

Failure to adhere to these guidelines could comprise the integrity of the grant program and the ability for Council to adequately fund appropriate community projects.

Failure to deliver projects: All successful applicants are required to adhere to a formal funding agreement which clearly identifies the purpose of the grant, delivery timeframes and reporting requirements. This is to ensure that expenditure of public money is conducted in a transparent and efficient manner.

CONSULTATION AND ENGAGEMENT

The Loddon shire community grants program is advertised annually during February with applications closing in May. During this period, community groups or individuals interested in applying for grants are encouraged to contact the relevant staff to discuss their proposals.

Funding guidelines are also made available to prospective applicants via Councils web site and well as direct email issued to community groups upon opening of the scheme for applications.

MOTION

Moved: Cr Beattie

Seconded: Cr McKinnon

That Council awards \$185,889.65 in grants under the 2014/15 Loddon Shire Council Community Grants Scheme as nominated in the attached spread sheet.

Carried

4.5.2 2014-2015 LODDON SHIRE COMMUNITY GRANTS SCHEME – LAANECOORIE MECHANICS INSTITUTE HALL

SUMMARY

Seeks approval to award a grant to the Laanecoorie Mechanics Institute Hall under the 2014/2015 Loddon Shire Community Grants Scheme.

| | |
|-------------------|---|
| Author | Allan Stobaus, Manager Community and Recreation |
| Council Plan ref: | Strategic Platform 4: Make our towns liveable and memorable |
| File no: | 16/02/001 |
| Attachment: | Nil |

Cr Curnow declared a conflict of interest. The nature of the interest is an indirect interest due to his membership on the Laanecoorie Mechanics Institute Hall Committee.

Cr Curnow left the meeting at 3.44pm.

RECOMMENDATION

That Council awards \$6,287 in grants to the Laanecoorie Mechanics Institute Hall under the 2014/15 Loddon Shire Council Community Grants Scheme.

PREVIOUS COUNCIL DISCUSSION

Council has not previously discussed the 2014/2015 Community Grants recommendations.

BACKGROUND

The Loddon Shire Community Grants program commenced in 2000/2001. Council initiated the scheme to assist recreation; sporting and service organisations to deliver projects that improve the quality of life for residents. Since the scheme was initiated, Council has invested approximately \$1.5 million toward 609 community-based projects worth a total of approximately \$5 million.

Council's draft 2014/15 budget includes an allocation of \$200,000 for the Community Grants Scheme.

Applications for the 2014/15 community grants program opened in February and closed on 2 May 2014.

All applications were assessed against the following criteria:

- a) Demonstrated community need (Weighting 20%)
- b) Improved existing facilities and/or increased participation (Weighting 20%)
- c) Multi-use and broad community benefit (Weighting 15%)
- d) Self-help i.e. in-kind and/or cash commitment (Weighting 15%)
- e) Effective and efficient use of resources (Weighting 15%)
- f) Considerate of access issues (Weighting 15%)

ISSUES/DISCUSSION

In total 66 applications were received, 44 of these applications have been recommended for funding, 12 have not been recommended for funding in this round, 8 applications have been assessed as ineligible and 2 have been recommended for funding from alternative Council budgets and programs.

The recommendation for the Laanecoorie Mechanics Institute Hall is as follows.

| Organisation | PROJECT | Project Cost | Amount Requested | Amount Recommended |
|--------------------------------------|---|--------------|------------------|--------------------|
| Laanecoorie Mechanics Institute Hall | Kitchen cupboards/fridges/ovens Laanecoorie Hall | \$17,000.00 | \$10,000.00 | \$6,287.00 |

COSTS/BENEFITS

The Community Grants program offers significant benefit to the local community through provision of funding for specific projects which may otherwise struggle to secure funding through Council's other infrastructure programs or initiatives.

As demonstrated in the value of projects delivered since the inception of the program, Councils investment towards these grants yields significant community benefit both in terms of financial investment and social wellbeing.

As per Councils previous commitment, administration of the scheme has continued on the basis of \$200,000 being available annually to contribute towards proposed community projects and programs.

RISK ANALYSIS

Primary risks associated with the community grants scheme are believed to be as follows:

Adherence to Program Guidelines: Detailed program guidelines identify which projects and programs are considered eligible for community grants. All applications are assessed against these guidelines for eligibility so as to ensure that funding made available through this program is distributed equitably and provides greatest benefit to the overall Loddon community.

Failure to adhere to these guidelines could comprise the integrity of the grant program and the ability for Council to adequately fund appropriate community projects.

Failure to deliver projects: All successful applicants are required to adhere to a formal funding agreement which clearly identifies the purpose of the grant, delivery timeframes and reporting requirements. This is to ensure that expenditure of public money is conducted in a transparent and efficient manner.

CONSULTATION AND ENGAGEMENT

The Loddon shire community grants program is advertised annually during February with applications closing in May. During this period, community groups or individuals interested in applying for grants are encouraged to contact the relevant staff to discuss their proposals.

Funding guidelines are also made available to prospective applicants via Councils web site and well as direct email issued to community groups upon opening of the scheme for applications.

MOTION

Moved: Cr Condliffe

Seconded: Cr McKinnon

That Council awards \$6,287 in grants to the Laanecoorie Mechanics Institute Hall under the 2014/15 Loddon Shire Council Community Grants Scheme.

Carried

Cr Curnow returned to the meeting at 3.45pm.

UNCONFIRMED

4.5.3 2014-2015 LODDON SHIRE COMMUNITY GRANTS SCHEME – WEDDERBURN AND DISTRICTS HARNESS RACING CLUB

SUMMARY

Seeks approval to award a grant to the Wedderburn and Districts Harness Racing Club under the 2014/2015 Loddon Shire Community Grants Scheme.

| | |
|-------------------|---|
| Author | Allan Stobaus, Manager Community and Recreation |
| Council Plan ref: | Strategic Platform 4: Make our towns liveable and memorable |
| File no: | 16/02/001 |
| Attachment: | Nil |

Cr Holt declared a conflict of interest. The nature of the interest is an indirect interest due to his membership on the Wedderburn and Districts Harness Racing Club Committee.

Cr Holt left the meeting at 3.46pm.

Cr Beattie assumed the Chair in the Mayor's absence.

RECOMMENDATION

That Council awards \$3,150 in grants to the Wedderburn and District Harness Racing Club under the 2014/15 Loddon Shire Council Community Grants Scheme.

PREVIOUS COUNCIL DISCUSSION

Council has not previously discussed the 2014/2015 Community Grants recommendations.

BACKGROUND

The Loddon Shire Community Grants program commenced in 2000/2001. Council initiated the scheme to assist recreation; sporting and service organisations to deliver projects that improve the quality of life for residents. Since the scheme was initiated, Council has invested approximately \$1.5 million toward 609 community-based projects worth a total of approximately \$5 million.

Council's draft 2014/15 budget includes an allocation of \$200,000 for the Community Grants Scheme.

Applications for the 2014/15 community grants program opened in February and closed on 2 May 2014.

All applications were assessed against the following criteria:

- a) Demonstrated community need (Weighting 20%)
- b) Improved existing facilities and/or increased participation (Weighting 20%)
- c) Multi-use and broad community benefit (Weighting 15%)
- d) Self-help i.e. in-kind and/or cash commitment (Weighting 15%)
- e) Effective and efficient use of resources (Weighting 15%)
- f) Considerate of access issues (Weighting 15%)

ISSUES/DISCUSSION

In total 66 applications were received, 44 of these applications have been recommended for funding, 12 have not been recommended for funding in this round, 8 applications have been assessed as ineligible and 2 have been recommended for funding from alternative Council budgets and programs.

The recommendation for the Wedderburn and District Harness Racing is below.

| Organisation | PROJECT | Project Cost | Amount Requested | Amount Recommended |
|--|---------------------------------------|--------------|------------------|--------------------|
| Wedderburn and District Harness Racing | Toilet upgrade-painting/tiles/mirrors | \$4,730.00 | \$3,150.00 | \$3,150.00 |

COSTS/BENEFITS

The Community Grants program offers significant benefit to the local community through provision of funding for specific projects which may otherwise struggle to secure funding through Council's other infrastructure programs or initiatives.

As demonstrated in the value of projects delivered since the inception of the program, Councils investment towards these grants yields significant community benefit both in terms of financial investment and social wellbeing.

As per Councils previous commitment, administration of the scheme has continued on the basis of \$200,000 being available annually to contribute towards proposed community projects and programs.

RISK ANALYSIS

Primary risks associated with the community grants scheme are believed to be as follows:

Adherence to Program Guidelines: Detailed program guidelines identify which projects and programs are considered eligible for community grants. All applications are assessed against these guidelines for eligibility so as to ensure that funding made available through this program is distributed equitably and provides greatest benefit to the overall Loddon community.

Failure to adhere to these guidelines could comprise the integrity of the grant program and the ability for Council to adequately fund appropriate community projects.

Failure to deliver projects: All successful applicants are required to adhere to a formal funding agreement which clearly identifies the purpose of the grant, delivery timeframes and reporting requirements. This is to ensure that expenditure of public money is conducted in a transparent and efficient manner.

CONSULTATION AND ENGAGEMENT

The Loddon shire community grants program is advertised annually during February with applications closing in May. During this period, community groups or individuals interested in applying for grants are encouraged to contact the relevant staff to discuss their proposals.

Funding guidelines are also made available to prospective applicants via Councils web site and well as direct email issued to community groups upon opening of the scheme for applications.

MOTION

Moved: Cr Condliffe

Seconded: Cr Curnow

That Council awards \$3,150 in grants to the Wedderburn and District Harness Racing Club under the 2014/15 Loddon Shire Council Community Grants Scheme.

Carried

Cr Holt returned to the meeting at 3.47pm and resumed the Chair.

UNCONFIRMED

4.5.4 2014-2015 LODDON SHIRE COMMUNITY GRANTS SCHEME – LODDON PLAINS LANDCARE NETWORK

SUMMARY

Seeks approval to grant funds to the Loddon Plains Landcare Network.

Author: Allan Stobaus, Manager Community and Recreation

Council Plan ref: Strategic Platform 4: Make our towns liveable and memorable

File no: 16/02/001

Attachment: Nil

Cr Condliffe declared a conflict of interest. The nature of the interest is an indirect interest due to her membership on the Loddon Plains Landcare Network.

Cr Condliffe left the meeting at 3.47pm.

RECOMMENDATION

That Council notes that the Loddon Plains Landcare Network's request for \$7,245 has been provided for in Council's Weed Management allocation in the 2014/15 Budget.

PREVIOUS COUNCIL DISCUSSION

Council has not previously discussed the 2014/2015 Community Grants recommendations.

BACKGROUND

The Loddon Shire Community Grants program commenced in 2000/2001. Council initiated the scheme to assist recreation; sporting and service organisations to deliver projects that improve the quality of life for residents. Since the scheme was initiated, Council has invested approximately \$1.5 million toward 609 community-based projects worth a total of approximately \$5 million.

Council's draft 2014/15 budget includes an allocation of \$200,000 for the Community Grants Scheme.

Applications for the 2014/15 community grants program opened in February and closed on 2 May 2014.

All applications were assessed against the following criteria:

- a) Demonstrated community need (Weighting 20%)
- b) Improved existing facilities and/or increased participation (Weighting 20%)
- c) Multi-use and broad community benefit (Weighting 15%)
- d) Self-help i.e. in-kind and/or cash commitment (Weighting 15%)
- e) Effective and efficient use of resources (Weighting 15%)
- f) Considerate of access issues (Weighting 15%)

ISSUES/DISCUSSION

In total 66 applications were received, 44 of these applications have been recommended for funding, 12 have not been recommended for funding in this round, 8 applications have been assessed as ineligible and 2 have been recommended for funding from alternative Council budgets and programs.

It is recommended that this project be funded from other Council budgets, and not from the Loddon Shire Community Grants Scheme.

| Organisation | PROJECT | Project Cost | Amount Requested | Amount Recommended |
|--------------------------------|--|--------------|------------------|--------------------|
| Loddon Plains Landcare Network | Cactus control capacity building in Loddon Shire | \$11,445.00 | \$7,245.00 | \$7,245.00 |

COSTS/BENEFITS

The Community Grants program offers significant benefit to the local community through provision of funding for specific projects which may otherwise struggle to secure funding through Council's other infrastructure programs or initiatives.

As demonstrated in the value of projects delivered since the inception of the program, Councils investment towards these grants yields significant community benefit both in terms of financial investment and social wellbeing.

As per Councils previous commitment, administration of the scheme has continued on the basis of \$200,000 being available annually to contribute towards proposed community projects and programs.

RISK ANALYSIS

Primary risks associated with the community grants scheme are believed to be as follows:

Adherence to Program Guidelines: Detailed program guidelines identify which projects and programs are considered eligible for community grants. All applications are assessed against these guidelines for eligibility so as to ensure that funding made available through this program is distributed equitably and provides greatest benefit to the overall Loddon community.

Failure to adhere to these guidelines could comprise the integrity of the grant program and the ability for Council to adequately fund appropriate community projects.

Failure to deliver projects: All successful applicants are required to adhere to a formal funding agreement which clearly identifies the purpose of the grant, delivery timeframes and reporting requirements. This is to ensure that expenditure of public money is conducted in a transparent and efficient manner.

CONSULTATION AND ENGAGEMENT

The Loddon shire community grants program is advertised annually during February with applications closing in May. During this period, community groups or individuals interested in applying for grants are encouraged to contact the relevant staff to discuss their proposals.

Funding guidelines are also made available to prospective applicants via Councils web site and well as direct email issued to community groups upon opening of the scheme for applications.

MOTION

Moved: Cr Curnow

Seconded: Cr Beattie

That Council notes that the Loddon Plains Landcare Network's request for \$7,245 has been provided for in Council's Weed Management allocation in the 2014/15 Budget.

Carried

Cr Condliffe returned to the meeting at 3.48pm.

UNCONFIRMED

4.6 SERPENTINE RECREATION RESERVE AND CHAPEL STREET DRAINAGE

SUMMARY

Provides an initial concept estimate of required drainage and ancillary township street improvement works to compliment the proposed recreation reserve pavilion upgrade project. Cost estimates have largely been prepared based upon details provided within the landscaping concept plans for the project, as well as elements of the Serpentine drainage strategy.

| | |
|-------------------|---|
| Author | David Fry, Manager Infrastructure (Program Development) |
| Council Plan ref: | Core business 5: Providing quality infrastructure |
| File no: | 15/04/001 |
| Attachment: | Nil |

RECOMMENDATION

That Council:

1. *Receive and note the report outlining a concept scope of works and associated cost estimates for drainage and streetscape improvements along Chapel Street, associated with the Serpentine recreation reserve pavilion upgrade project.*
2. *Defer any decision regarding funding or delivery of the drainage improvement works, or associated streetscape and landscape improvements, for consideration during development of the 2015/16 Annual Infrastructure Program.*

PREVIOUS COUNCIL DISCUSSION

At its May meeting Council requested that a scope of works, including a budget estimate, be prepared for the installation of stormwater drainage in Chapel Street Serpentine, west of Park View Drive. In particular it was requested that the scope of works address ongoing drainage issues observed within the public parking area adjoining the netball courts on the southern side of Chapel Street, whilst also being considerate of the overall recreation reserve precinct plan being developed as part of the pavilion upgrade project.

BACKGROUND

Drainage improvements in this location were identified in the Township drainage strategy developed for Serpentine. The current drainage plan for this precinct is for a series of pits along the southern edge of Chapel Street, linked with pipes crossing the road to a drain running along the northern side of Chapel Street which will feed into the recently constructed 900mm stormwater pipe along Park View Drive.

Works within Chapel Street were however deliberately omitted from the recent drainage contract issued for Park View Drive, as a major redevelopment of the recreation reserve precinct is being planned. As a result of the proposed redevelopment, elements of the recreation reserve detailed design will most likely require changes to the current drainage design.

A copy of the current drainage design was supplied to the Economic Development area for consideration in the formation of the recreation reserve design. At this point in time only conceptual landscape drawings associated with the reserve upgrade have been provided for review.

Once a detailed design of the proposed recreation pavilion and surrounds is completed, subsequent planning for associated drainage works can be undertaken. A review of the recently supplied landscaping concept design has identified no relation to the current drainage design. It is expected that designs for the Serpentine reserve pavilion and associated landscape plan will be finalised over the next few months.

ISSUES/DISCUSSION

In order to provide Council with an estimate of the likely cost to implement drainage improvement works in the recreation reserve precinct, specifically the southern side of Chapel Street in front of the netball courts, reference has been made to both the draft reserve landscape plan as well as the current drainage design.

Allowances have been made for the underground drainage works on both the northern and southern side of Chapel Street as well as significant roadside and parking improvements as configured within the landscape plan. Such road improvements include provision of designated parking areas, Kerb & Channel (K&C), road widening, footpath construction and landscaping.

The total cost estimate for this project is in the order of \$254,000 however it should be noted that given the lack of a detailed design, this estimate may be subject to change.

In preparing the estimate for discussion with Council, consideration was given to the following points:

1. The drainage component of the overall project estimate provided above is approximately \$55,000. Completion of drainage improvements along Chapel Street this financial year may be undertaken; however the performance of the drainage system is likely to be restricted unless complimentary pavement improvement works are also undertaken.

The provision of pits and pipes along with an associated swale drain may contribute towards improving the removal of surface water from the immediate area, however given the poor pavement surface in the car parking area on the south side of Chapel Street, it is highly likely that surface depressions and pavement failures shall continue to eventuate and hold water.

Installation of the drainage system ahead of proposed building and landscaping works also has the potential to create issues with trying to integrate both project elements. Ideally, design of the drainage system would be integrated or at least based upon the final design of the reserve pavilion and surrounds. Alternatively the drainage system could be delivered after the pavilion project is complete so as to allow accurate survey and design based upon actual ground conditions.

2. To complement the proposed drainage works, improvements in the parking area pavement and shoulders of the road will be required. These works will involve the removal of existing pavement and subsequent replacement with a more suitable and robust material. Completion of these works will assist in the efficiency of the drainage system however may still be subject to gradual deterioration.

At a minimum it would be recommended that the drainage works be undertaken in conjunction with the required pavement upgrade and sealing works to provide an impermeable and robust trafficable surface. Such pavement works will in turn assist the operation of the drainage system. It is also recommended however that if pavement works were to occur, that these happen post the building phase of the recreation reserve precinct to limit the risk of damage to councils road related infrastructure.

3. The ultimate solution to address both pavement condition and drainage concerns is for the installation of K&C along with sealing of those parking and roadside areas subject to traffic movement. Provision of K&C will significantly improve the efficiency of the drainage system, provide clear delineation between parking, pedestrian and traffic areas and also contribute to traffic calming in the area through the use of strategically located outstands.

In addition to the K&C and sealing works, further footpath and landscaping works are also proposed for the precinct. Allowances have been made within the project estimate for a number of the footpath and landscape elements shown in the current concept plan.

A cost breakdown of the various project elements as per the current concept is provided below.

Table 1: Breakdown of Cost Estimate

| Element No. | Element | Cost (\$) |
|-------------|---------------------------------------|------------------|
| 1. | Drainage | 55,000 |
| 2. | Pavement Improvements | 40,000 |
| 3. | Sealing Works | 15,000 |
| 4. | Kerb & Channel | 72,000 |
| 5. | Footpath Improvements | 10,000 |
| 6. | Landscaping | 20,000 |
| 7. | Contingency (20% based upon concepts) | 42,000 |
| | TOTAL | \$254,000 |

The 2014 – 2015 Capital Works Program does not include funding for either the township street improvement or drainage components of this project. At the time of development of the works program it was not clear that the recreation reserve project would be undertaken in the 2014 – 2015 financial year, therefore other drainage projects were submitted for consideration as a higher priority.

In respect to the required drainage works, the assessment score for this project is the same as the two projects which have been identified within the Urban Drainage component of next year's Annual Infrastructure Program. If the recreation reserve upgrade project had not been under development, it is envisaged that the drainage works would in fact have been completed as part of the Park View Drive project during the 2013 – 2014 financial year.

Associated township street improvements in the form of pavement widening, landscaping, K & C installation and footpath improvements have not previously been flagged for this area. As such no provision for these works has been made within the Township Street Improvement (TSI) or Amenity components of the 2014/15 Annual Infrastructure Program. Unlike the drainage component of the works, the provision of large scale K&C works in this precinct is not considered the highest priority in terms of the TSI program however consideration may be given to funding these works under the Amenity program.

In consideration of the various project elements required to complete the drainage and streetscape improvement works in the recreation reserve precinct it is considered that two funding options are available.

The first option is to separate out the drainage works from the ancillary streetscape improvement and deliver this work utilising either savings from the drainage component of the current Capital Works Program or alternatively draw down funds from the Urban Drainage reserve.

The second option is for the delivery of this project as a total initiative. Based upon early concept estimates the costs associated with all works is in the order of \$254,000. As the drainage component only encompasses around \$55,000 of this figure, the balance of funding would need to be provided from either another element of the Annual Infrastructure Program or from surplus.

Given the lack of unallocated funding within the Infrastructure program for the next financial year and the comparatively low priority of K&C and footpath works against other outstanding projects, it is not recommended that funding for these elements be sourced via the 14/15 Infrastructure program through exclusion of previously approved works.

COSTS/BENEFITS

The completion of the drainage in this area would provide improved amenity for the Serpentine community during the wetter months of the year, with less localised pooling of water in the vicinity of the netball courts and the area outside the hall.

The drainage works and the building works will involve two separate contractors therefore any cost benefit in including the drainage works in the recreation reserve project would be minimal. Completion of the drainage works prior to or following the building works may reduce potential problems with having multiple contractors attempting to works in the site area simultaneously.

Completion of the drainage works ahead of the building construction works may assist in the control of stormwater from the site over the construction period, however is believed that the movement of heavy equipment and plant may also impact upon swale drains and associated drainage efficiency.

RISK ANALYSIS

There is no risk associated with the recommendation in this report

CONSULTATION AND ENGAGEMENT

As part of the recreation reserve project significant consultation has occurred. The drainage associated with this project will help deliver the agreed outcomes of the project.

MOTION

Moved: Cr McKinnon

Seconded: Cr Condliffe

That Council:

1. Receive and note the report outlining a concept scope of works and associated cost estimates for drainage and streetscape improvements along Chapel Street, associated with the Serpentine recreation reserve pavilion upgrade project.
2. Defer any decision regarding funding or delivery of the drainage improvement works, or associated streetscape and landscape improvements, for consideration during development of the 2015/16 Annual Infrastructure Program.

Carried

4.7 COMMUNITY PLANNING PROGRAM 2014-15

SUMMARY

This report provides Council with recommendations from the Community Planning Assessment Committee for initiatives to be funded in the 2014-15 financial year.

| | |
|-------------------|---|
| Author | Tim Jenkyn, Manager Community Planning |
| Council Plan ref: | Strategic Platform 1: Build a network of strong communities |
| File no: | 13/09/005 |
| Attachment: | Priorities in Community Planning for the 2014-15 Financial Year |

RECOMMENDATION

That Council approve the 2014 -15 projects in accordance with the attached report.

PREVIOUS COUNCIL DISCUSSION

- Council Report April 2014 – Community Planning Program Status
- Council Report June 2013 – Community Planning Program 2013-14

BACKGROUND

Through the 2013-14 budget process and subsequent meetings held with all community plan groups Council ratified the funding structure and nature of the Community Planning Program, and the Loddon Shire Community Grants Program, going forward.

Annual Community Plan funding is based on a \$50,000 allocation per ward (5 Wards totalling \$250,000) and a \$500,000 Community Planning Strategic Fund Allocation. Councils community grants program provides funding support for projects up to \$15,000 at a ratio of 2:1, with Council contributing \$2 for every \$1 contributed by the applicant.

Community planning is a direct allocation to projects identified in the local community plan, facility master plans or partnerships across communities within the ward. Community plan funds often contribute to projects that go toward fulfilling the community's vision and assist in planning of a strategic or structural nature.

ISSUES/DISCUSSION

Community Planning Committees have submitted community planning initiatives and directed specific projects in their community to the Shire Community Grants Program. The Assessment Committee discussed each project in relation to all projects submitted, total funding available, alignment with Councils strategic direction and community involvement in each project.

With regard to community planning projects Council received a request for funding for 16 projects from 12 communities totalling \$366,400. Two projects, the widening of a section of Joffre Street Mitiamo and drainage works in Chapel Street Serpentine, have no cost nominated as they require Council investigation.

The assessment committee recommends allocating funding to the projects detailed in the attached report.

COSTS/BENEFITS

The Loddon Shire Community Planning Program has been a success story since its inception over a decade ago. Communities and Council have (and continue to) attract significant external funding through the community planning process, and have delivered numerous projects in Loddon's small towns and rural districts under this banner.

Community Planning has been a catalyst for attracting significant funding to projects such as the Boort Eastern Entry, Serpentine Janiember Park Upgrade Wedderburn Streetscape Project and Inglewood Town Hall Hub Development.

RISK ANALYSIS

When considering initiatives and allocating 'seed-funding' the initial risk is ascertaining whether the project is likely to achieve external funding. Loddon Shire Council has a strong record of success in this area.

CONSULTATION AND ENGAGEMENT

Community meetings and correspondence with community planning groups to determine a priority list of initiatives and activity for the 2014-15 financial year, and working with specific groups to develop master plans and determine project scope and cost.

MOTION

Moved: Cr Beattie

Seconded: Cr Condliffe

That Council approve the 2014 -15 projects in accordance with the attached report.

Carried

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 |
|-------------|--|---|
| 20/5/14 | Australian Local Government Association | Restoring indexation of the local government Financial Assistance Grants |
| 3/6/14 | The Hon Warren Truss, Minister for Infrastructure and Regional Development | Informing of the decisions in the 2014 Federal Budget which will affect local government. |

MOTION

Moved: Cr Curnow

Seconded: Cr Beattie

That Council receives and notes the Inwards Correspondence.

Carried

5.2 LODDON SHIRE COMMUNITY SATISFACTION SURVEY 2014

SUMMARY

Presenting the findings of the 2014 community satisfaction survey.

| | |
|-------------------|---|
| Author | John McLinden, Chief Executive Officer |
| Council Plan ref: | Strategic enabler: Delivery of service excellence |
| File no: | 08/09/001 |
| Attachment: | Loddon Shire Community Satisfaction Survey 2014 |

RECOMMENDATION

That Council receive and note the Loddon Shire Council Community Satisfaction Survey 2014 report.

PREVIOUS COUNCIL DISCUSSION

Nil.

BACKGROUND

Each year, the office of local government engages an independent consultant to undertake a telephone survey of residents within each municipality to gauge the satisfaction of communities with the services provided by their council. The survey was conducted by telephone, of residents aged 18 years and over in Loddon Shire. The survey sample included up to 10% of mobile numbers to cater for the diversity of residents in Loddon Shire, particularly younger people. A total of 400 telephone surveys were completed in Loddon between 31 January and 11 March 2014.

Given that there are approximately 4,000 households within the Loddon Shire, it can be concluded that a sample size of 400 provides very good penetration into the Loddon community. This survey sample employs minimum quotas of gender and age groups to ensure that the survey provides an accurate representation of the Loddon Shire Council community.

ISSUES/DISCUSSION

The key findings and recommendations of the survey are:

- Loddon Shire Council's performance on four of five core measures – overall job performance, customer service, advocacy and overall council direction – has improved relative to 2013. Only on the core measure of community consultation, did Council's performance rating drop relative to 2013.
- On all core measures, Loddon Shire Council's performance ratings are above both the Small Rural Shires and State-wide averages, and in most cases, significantly so.
- Loddon Shire Council's overall performance rating is highly positive, increasing to 69 in 2014 from an index score of 68 in 2013 and 67 in 2012. This is a significant 9 points higher than the Small Rural Shires average and 8 points higher than the State-wide average. In fact, only 7% of residents rated Council's performance poorly (4% poor, 3% very poor), 31% as average and 61% good (23% very good, 39% good).
 - Residents aged 65 years and over rate Council's performance significantly higher than the average (index score of 75), while residents aged 18 to 34 and 35 to 49 rate Council lowest (both an index score of 65).
- Loddon Shire Council's rating on overall council direction, which asks 'over the last 12 months, what is your view of the direction of Loddon Shire Council's overall performance', improved 2 points relative to 2013 (from an index score of 55 in 2013 to 57 in 2014) and 1 point relative to 2012 (index score of 56). This year's index score of 57 is a significant 3 points higher than the Small Rural Shires average for 2014 and a significant 4 points higher than the State-wide average.

- Residents aged 65 years and above rate Council significantly higher than the average on this measure (index score of 65).
- Relative to 2013, a decreased proportion of residents believe the direction of Council's performance deteriorated. Whereby, 22% of residents believe council direction improved, 64% of residents rated council direction as having 'stayed the same' and only 9% believe it has deteriorated over the last 12 months. In 2013, 23% of residents believed council direction had improved, 60% of residents rated council direction as having 'stayed the same' and 13% believed it had deteriorated.
- **Community consultation** was the one core measure in which Council's performance dropped relative to both 2013 and 2012 though ratings for this measure remain solidly positive. Loddon Shire Council achieved an index score of 60, down from 62 in both 2013 and 2012. Ratings remain 2 points higher than the Small Rural Shires average and a significant 3 points higher than the State-wide average.
 - Also, consultation ratings remain significantly more positive (43% net good) than negative (13% net poor), with 32% awarding council average marks on this measure.
 - Relative to 2013, performance ratings dropped significantly among residents aged 35 to 49 (index score of 57) and increased significantly among residents aged 65 years and over (index score of 65).
- On the measure of lobbying on behalf of the community, Loddon Shire Council's performance rating increased 2 points relative to 2013, to an index score of 60. This is a significant 5 points higher than the Small Rural Shires group average and a significant 6 points higher than the State-wide average on this measure.
 - Again, a significantly higher proportion of residents rate Council's performance as good – net 41% good, 26% average and 11% poor. A further 22% of residents are unsure, suggesting they are not aware of Council's efforts in this area. This is reinforced by the low usage recorded by residents (13% personal, 15% household)
 - Similarly to community consultation ratings, relative to 2013, performance ratings dropped significantly among residents aged 35 to 49 (index score of 55), who rated Council significantly lower than the average, and increased significantly among residents aged 65 years and over (index score of 68), who rated Council significantly higher than the average.
- The proportion of residents who have had any contact with Loddon Shire Council over the last 12 months remains at 71% in 2014, on par with 2013 and up from 68% in 2012.
- Of all the core measures, Loddon Shire Council (as does the Small Rural Shires group and State as a whole) performs best on overall **customer service**. Returning to 2012 levels (75) with an index score of 76 in 2014, customer service ratings grew four points in the last year. This is a significant 5 points higher than the Small Rural Shires group average and a significant 4 points higher than the State-wide average.
 - The majority of residents rate their experience positively - 75% of residents rate their most recent contact as very good or good, while only 9% rate their experience as poor or very poor and 13% as average.
 - Council scores higher among women, residents aged 35 to 49 years and residents aged 65 years and above (index scores of 78). In contrast, residents aged 18 to 34 years rated Council lowest on this measure.
- **Residents consider all services areas explored to be important** with emergency and disaster management, elderly support services, unsealed roads, informing the community and waste management comprising their top five.
- Three service areas rated as the top five most important, are also among the top five areas Council's performance is rated most highly – waste management, elderly support services and emergency and disaster management. Also among Council's top five performing areas were recreational facilities and the appearance of public areas.
- It is important to keep in mind that residents often rate the importance of priority services higher than actual council performance in these areas, and there is typically a gap between results for the two measures. In some cases, however, large differences between the two indicate areas in

need of improvement. This is particularly the case for the maintenance of unsealed roads (equal 2nd most important service). With Council's performance rating on this measure at an index score of 51, there is almost a 30 point gap between perceived importance and performance in these areas.

- Other services areas with over a 10 point gap between their perceived importance and Council's performance are consultation and engagement and the condition of local streets and footpaths.
- Further, when asked what the Council most needs to do to improve its performance, 15% of residents identified sealed road maintenance and a further 13% identified unsealed road maintenance. This was followed by communication (10%). Positively, 18% of residents identified no room for improvement.
- When asked to describe the best thing about the Council, residents identified customer service (14%), Councillors (13%) and community support services (8%) as the top positives.
- A council newsletter sent via mail remains, by far, the overall preferred form of communication for residents young and old.

Council should be pleased with the results of the Community Satisfaction Survey for 2014. The overall performance ratings continue to improve from 67 in 2012 to 68 in 2013 through to an overall performance rating of 69 in 2014. The authors of the survey note this is a highly positive result and is significantly higher (by nine points) than the average for small rural shires, and higher by eight points than the statewide average.

Council's performance in community consultation has dropped relative to both 2013 and 2012, and consideration will be given to improving the way in which Council consults with its community over the coming 12 months.

The survey results continue to show the community's demand for road surfaces, and in particular, the maintenance of unsealed roads continues to outstrip Council's capacity to deliver to our community's expectations.

As Council well understands, the delivery of road services including unsealed road maintenance is extremely resource hungry. Council has limited funds available to devote more resources to this area.

Council will, in the coming months, be reviewing its Road Asset Management Plan. In conducting a review, Council will be seeking to engage with our community to understand better the particular improvements our community is looking for both in road services and in the maintenance of unsealed roads.

In summing up, Council should be pleased that the Loddon community has generally endorsed the overall direction of the Council and seems satisfied with Council's performance in almost all key areas. A copy of the full survey report is attached.

COSTS/BENEFITS

Not applicable.

RISK ANALYSIS

There are no significant risks identified with this report.

CONSULTATION AND ENGAGEMENT

No consultation has been undertaken for this report.

MOTION

Moved: Cr Condliffe

Seconded: Cr McKinnon

That Council receive and note the Loddon Shire Council Community Satisfaction Survey 2014 report.

Carried

UNCONFIRMED

5.3 FINANCE REPORT FOR THE PERIOD ENDING 31 MAY 2014

SUMMARY

This report provides Council with financial information for the period ending 31 May 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 May 2014 |

RECOMMENDATION

That Council receives and notes the 'Finance Report for the period ending 31 May 2014'.

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis.

BACKGROUND

The Finance Report for the period ended 31 May 2014 includes standard monthly information about 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 2013/14 Budget, and includes operating results, capital expenditure and funding sources. It also provides a focus report.

ISSUES/DISCUSSION

This month a capital and major projects variance report has been included as per the new reporting regime. This gives explanation notes for capital expenditure and some major projects included as operating expenditure and is designed to provide Council with progress information on these works.

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 2013/14.

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.

CONSULTATION AND ENGAGEMENT

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

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

MOTION

Moved: Cr Curnow

Seconded: Cr Beattie

That Council receives and notes the 'Finance Report for the period ending 31 May2014.

Carried

UNCONFIRMED

5.4 MONTHLY PLANNING ACTIVITY REPORT

SUMMARY

Provides Council with an update on planning applications currently under consideration and a register of planning permits issued between 9-05-2014 and 6-06-2014.

| | |
|-------------------|--|
| 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 monthly Planning Activity Report.

PREVIOUS COUNCIL DISCUSSION

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

BACKGROUND

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

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

ISSUES/DISCUSSION

The associated attachments provide Council with a full list of planning applications currently under consideration and those planning permits issued between 9-05-2014 and 6-06-2014. Please note that planning resources were directed towards the panel hearing for Amendment C36 for the majority of the reporting period.

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.

MOTION

Moved: Cr McKinnon

Seconded: Cr Condliffe

That Council receive and note the monthly Planning Activity Report.

Carried

UNCONFIRMED

5.5 MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2013-2017 – UPDATE ON ACTION PROGRESS TO DATE

SUMMARY

This report is to provide council with details of actions progressed to date in relation to the Municipal Public Health and Wellbeing Plan 2013-2017.

| | |
|-------------------|--|
| Author | Wendy Gladman, Director Community Wellbeing |
| Council Plan ref: | Core business 8: Compliance |
| File no: | 12/01/003 |
| Attachment: | Municipal Public Health and Wellbeing - Action Plan May 2014 |

RECOMMENDATION

That Council receive and note the action progress report associated with the Municipal Public Health and Wellbeing Plan 2013-2017.

PREVIOUS COUNCIL DISCUSSION

Council adopted the 2013-2017 Municipal Public Health and Wellbeing Plan in October 2013.

BACKGROUND

Under the Public Health and wellbeing Act 2008, Council is required to develop a Municipal Public Health and Wellbeing Plan (the Plan) within twelve months of a general election of Council.

The Plan must include:

- an examination of data about health status and health determinants in the municipality
- identified goals and strategies based on available evidence, creating a local community in which people can achieve maximum health and wellbeing
- provision for the involvement of people in the local community in the development, implementation and evaluation of the Plan
- specifications on how Council will work in partnership with the Department Health and other agencies to accomplish the goals and strategies in the Plan

Council is required to review the Plan annually, and make amendments if appropriate.

Council will be provided with six monthly project updates. Included in the report on the anniversary of the adoption of the plan will be the required annual review and recommended amendments.

ISSUES/DISCUSSION

The Plan contains five areas that have been prioritised to improve the health and wellbeing of the Loddon Community:

1. Promote social connections
2. Increasing physical activity
3. Reducing smoking rates and alcohol consumption
4. Public health protection and disease prevention
5. A collaborative and rational system/partnerships of organisations working together towards closing the gaps.

Within these five areas are fifteen key goals with fifty three projects. These projects have been apportioned to responsible officers from each of Council's four directorates. Responsible officers will be involved in developing, leading, partnering or advocating to bring the individual projects to fruition.

The May 2014 action plan update is attached for reference.

COSTS/BENEFITS

There are no costs associated with this report.

RISK ANALYSIS

There are no risks associated with this report.

CONSULTATION AND ENGAGEMENT

An initial review meeting and allocation of actions to responsible officers conducted in April 2014 and will continue biannually over the life of the plan.

While Council must review the Plan annually, there is no requirement to provide for the involvement of people in the local community when reviewing or amending the Plan.

MOTION

Moved: Cr Curnow

Seconded: Cr Condliffe

That Council receive and note the action progress report associated with the Municipal Public Health and Wellbeing Plan 2013-2017.

Carried

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

Financial incentive agreement (Local Economic Development Program) between Loddon Shire Council and Loddon Real Estate Pty Ltd

Financial incentive agreement (Local Economic Development Program) between Loddon Shire Council and FP Nevins and Co. Pty Ltd

Loddon Shire Council Local Law No. 2 Streets and Roads 2010

Loddon Shire Council Local Law No. 3 Municipal Places Local Law (Amendment No. 4) 2006

Loddon Shire Council Local Law No. 4 Environment (Amendment No. 3) 2008

MOTION

Moved: Cr Beattie

Seconded: Cr McKinnon

That Council:

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

Carried

6.2 CHANGE TO MEMBERSHIP – JONES EUCALYPTUS DISTILLERY SITE COMMITTEE OF MANAGEMENT

SUMMARY

This report seeks Council's approval to change the membership of Jones Eucalyptus Distillery Site Committee of Management.

| | |
|-------------------|---|
| Author | Jude Holt, Director Corporate Services |
| Council Plan ref: | Strategic Platform 1: Build a network of strong communities |
| File no: | 02/01/024 |
| Attachment: | Nil |

RECOMMENDATION

That Council approves the removal of Mr Terry Coffey as a member of Jones Eucalyptus Distillery Site Committee of Management, and appoints Mr Allan Nixon as his replacement.

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

Council has received correspondence advising that Mr Terry Coffey has tendered his resignation from the Jones Eucalyptus Distillery Site Committee of Management.

The committee would like to nominate Mr Allan Nixon as his replacement.

In the letter the committee outline that Mr Nixon is a past resident of the town, is a well-known historian and author, and is increasing his activities back in Inglewood. He is also training to volunteer at the site, and is doing archival work.

ISSUES/DISCUSSION

Nil

COSTS/BENEFITS

The benefit of this report is that Council has an up to date and accurate record of current committee members

There are no costs associated with this report.

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

MOTION

Moved: Cr Condliffe

Seconded: Cr Curnow

That Council approves the removal of Mr Terry Coffey as a member of Jones Eucalyptus Distillery Site Committee of Management, and appoints Mr Allan Nixon as his replacement.

Carried

UNCONFIRMED

6.3 BOORT TOURISM SECTION 86 COMMITTEE OF MANAGEMENT – REQUEST FOR CHANGE OF NAME TO BOORT BUSINESS AND TOURISM COUNCIL

SUMMARY

This report seeks Council approval to change the name of Boort Tourism Section 86 Committee of Management to 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 approves the change of name of Boort Tourism Section 86 Committee of Management to Boort Business and Tourism Council Section 86 Committee of Management.

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

Council has been contacted by Mrs Kathryn Lanyon, President of Boort Tourism Section 86 Committee of Management requesting a name change to the committee to "Boort Business and Tourism Council".

ISSUES/DISCUSSION

The committee believes that the name change will more accurately reflect its activities. Also, the committee has been successful in funding through the Streetlife project, and has accepted that funding under the amended name.

A representative of Boort Development Committee of Management has been contacted to ascertain that committee's acceptance of the change, and it appears that the committee is agreeable.

COSTS/BENEFITS

There are no direct costs associated with this resolution. There are minor administrative costs in changing the name.

RISK ANALYSIS

There are no apparent risks associated with this resolution.

CONSULTATION AND ENGAGEMENT

Communication has been between Council, the President of Boort Tourism Committee of Management, and the secretary of Boort Development Committee of Management.

MOTION

Moved: Cr Beattie

Seconded: Cr McKinnon

That Council approves the change of name of Boort Tourism Section 86 Committee of Management to Boort Business and Tourism Council Section 86 Committee of Management.

Carried

UNCONFIRMED

7. GENERAL BUSINESS

Nil.

8. CONFIDENTIAL ITEMS

Closing of Meeting to the Public

RECOMMENDATION

That the meeting be closed to the public.

MOTION

Moved: Cr Condliffe

Seconded: Cr Curnow

That the meeting be closed to the public at 4.29pm

Carried

8.1 REVIEW OF ACTION SHEET

MOTION

Moved: Cr McKinnon

Seconded: Cr Condliffe

That Council receive and note the Action Sheet.

Carried

8.2 PLANNING & LOCAL LAWS COMPLIANCE ACTIVITY

MOTION

Moved: Cr Curnow

Seconded: Cr Beattie

That Council receives and notes the Planning & Local Laws Compliance report.

Carried

8.3 SALE OF CROWN ALLOTMENT 46A SECTION2 PARISH OF TANDARRA

MOTION

Moved: Cr McKinnon

Seconded: Cr Condliffe

That Council note and endorse the offer made to Mr Michael Hocking for the sale of Crown Allotment 46A Section 2 Parish of Tandarra, as detailed in this report.

Carried

8.4 UNAUTHORISED DEMOLITION WORKS AT PROPERTYNO. 26120600

MOTION

Moved: Cr Curnow

Seconded: Cr McKinnon

That Council receive and note the report providing an update on the outcome of recent legal action taken against the property owner of 34 Victoria Street.

Carried

8.5 SALE OF PROPERTIES FOR RATE RECOVERY UNDER SECTION 181 OF THE LOCAL GOVERNMENT ACT 1989

MOTION

Moved: Cr Curnow

Seconded: Cr Beattie

That Council approves sale of properties listed in this report under Section 181 of the Local Government Act 1989.

Carried

8.6 SUPERANNUATION GUARANTEE CONTRIBUTION AND SENIOR EXECUTIVE OFFICER CONTRACTS

MOTION

Moved: Cr McKinnon

Seconded: Cr Beattie

That Council amend the contract of employment with the Chief Executive Officer to reflect changes to the Superannuation Guarantee Contribution, thus ensuring that the Chief Executive Officer is neither advantaged nor disadvantaged by this legislative change.

Carried

MOTION

Moved: Cr Condliffe

Seconded: Cr Curnow

That the meeting be re-opened to the public at 5.18pm

Carried

NEXT MEETING

The next Ordinary Meeting of Council will be held on 22 July at Serpentine commencing at 3pm.

There being no further business the meeting was closed at 5.19pm.

Confirmed this.....day of..... 2014

.....

UNCONFIRMED