



Notice is given that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 22 November 2016
Time: 3pm
**Location: Serpentine Council Chambers,
Serpentine**

AGENDA

Ordinary Council Meeting

22 November 2016

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1 OPENING PRAYER

“Almighty God, we humbly beseech thee to bless this Council, direct and prosper its deliberations towards the true welfare of your people of the Shire of Loddon.”

2 APOLOGIES

3 PREVIOUS MINUTES**3.1 CONFIRMATION OF MINUTES**

File Number: 02/01/001

Author: Lynne Habner, A/Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council confirm:

1. The minutes of the Council Briefing of 11 October 2016
2. The minutes of the Ordinary Council Meeting of 11 October 2016
3. The minutes of the Special Council Meeting of 11 November 2016

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

4 REVIEW OF ACTION SHEET

4.1 REVIEW OF ACTIONS

File Number: 02/01/002

Author: Lynne Habner, A/Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: 1. Action sheet

RECOMMENDATION

That Council receive and note the action sheet.

REPORT

Refer attachment.

5 MAYORAL REPORT

5.1 MAYORAL REPORT

File Number: 02/01/001

Author: Lynne Habner, A/Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council receive and note the Mayoral Report

REPORT

The Mayor will present a report at the meeting.

6 COUNCILLORS' REPORT

6.1 COUNCILLORS' REPORTS

File Number: 02/01/001

Author: Lynne Habner, A/Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council receive and note the Councillors' reports

REPORT

Each Councillor will present a report at the meeting.

7 DECISION REPORTS**7.1 2017 COUNCIL MEETING SCHEDULE**

File Number: 02/04/001
Author: Lynne Habner, A/Manager Executive and Commercial Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council:

1. Approves the schedule of Council Meetings for 2017 as contained within this report
2. Provides public notice of the Council Meeting schedule.

CONFLICT OF INTEREST

Nil.

PREVIOUS COUNCIL DISCUSSION

Nil.

BACKGROUND

The Loddon Shire Council has traditionally conducted Council meetings on a monthly cycle. It is proposed that this meeting schedule be continued through 2017.

ISSUES/DISCUSSION

The proposed 2017 schedule of Council Meetings is as follows:

Tuesday 24 January	Tuesday 23 May	Tuesday 26 September
Tuesday 28 February	Tuesday 27 June	Tuesday 24 October
Tuesday 28 March	Tuesday 25 July	Tuesday 28 November
Wednesday 26 April	Tuesday 22 August	Tuesday 12 December

It is also proposed that Council continue to have briefing meetings prior to each Council Meeting to primarily brief Council on Council Meeting agenda items for that day. It is suggested that Council Forums also be held on the second Tuesday of the month to enable councillors to consider any other current issues affecting the Loddon Shire.

Council Meetings will commence at 3.00pm. The venue for Council Meetings is proposed to be the Council Chambers, Loddon Valley Highway, Serpentine.

Once approved, the schedule of Council meetings will be posted on Council's website, published in the Loddon Bulletin and advertised by way of public notice in newspapers and newsletters circulating generally within the municipality. Council Meetings will continue to be open to the public.

COST/BENEFITS

No financial impacts are expected from continuing this established practice.

RISK ANALYSIS

Nil.

CONSULTATION AND ENGAGEMENT

Nil.

7.2 2016 CHRISTMAS NEW YEAR HOLIDAY PERIOD

File Number: 02/04/001
Author: Lynne Habner, A/Manager Executive and Commercial Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That:

1. Council approve the closure of the Wedderburn and Serpentine administrative centres from midday Friday 23 December 2016 and reopening at 8.15 am on Tuesday 3 January 2017
2. Notice of these amended office hours be published in the public notices sections of newspapers circulating within the Loddon Shire.

CONFLICT OF INTEREST

Nil.

PREVIOUS COUNCIL DISCUSSION

Nil.

BACKGROUND

The Loddon Shire Council has historically closed the Wedderburn and Serpentine administrative centres to the public over the Christmas/New Year holiday period.

ISSUES/DISCUSSION

In 2016, Christmas Day falls on a Sunday and it is proposed that Council shut the Wedderburn and Serpentine Administrative Centres from midday Friday 23 December 2016 and reopen at 8.15 am on Tuesday 3 January 2017. Monday 2 January is the designated New Year's Day public holiday.

Council's traditional Staff Christmas Party is proposed to be held on the afternoon of Thursday 22 December 2016. An emergency response crew will be available on call for that afternoon. A skeleton crew will be employed across the Christmas/New Year period to attend to any emergency callouts.

COST/BENEFITS

Nil.

RISK ANALYSIS

This period has generally been a time of low customer enquiry and the shutdown has provided the opportunity to allow staff to have a refreshing family break with minimum interruption to business activities.

CONSULTATION AND ENGAGEMENT

Nil.

7.3 FINANCE REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2016

File Number: 08/06/001

Author: Deanne Caserta, Manager Financial Services

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: 1. Finance Report for period ending 30 September 2016

RECOMMENDATION

That Council:

1. *receives and notes the 'Finance report for the period ending 30 September 2016'*
2. *approves budget revisions included in the report for internal reporting purposes only.*

CONFLICT OF INTEREST

No

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis with the exception of when changes to the Council meeting timetable resulted in the Council meeting occurring before the completion of the end of month finance procedures.

BACKGROUND

The Finance Report for the period ended 30 September 2016 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the 2016/17 Budget, and includes operating results, capital expenditure and funding sources.

This month a capital and major projects variance report has been included for the first time in 2016/17 in line with the current 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.

In order to continue to provide Council with important information, this report also includes a Cash Flow Statement. Extensive work has been undertaken and this is provided in a similar format to that included in the Financial Statements. It will give valuable information about cash that has been spent so far in 2016/17.

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has increased by \$8K from \$482K to \$490K due to an expected increase of \$105K in operating expenses offset by an expected decrease in capital expenditure of \$112K.

Income Statement (Revenue) - Council's year to date (YTD) operating revenue is at 99.86% of YTD budget. Just over \$0.7M in debtors were raised in September. The main variance is capital grants revenue which is \$263K behind YTD budget. Other areas with notable variances include Vic Roads funding which is behind budget and user fees which are ahead of budget mainly due to invoices raised for the Boort Caravan Park lease agreement.

Income Statement (Expenditure) - Council's operating expenditure is at 94% of YTD budget. Labour currently has \$240K in savings. Contractors are behind budget due to timing of invoices being received. Utilities are ahead of budget due to varying bill cycles. Payments for this month totalled just over \$2.6M, compared to \$1.8M last month.

Capital Works - The revised budget for capital works is \$19.54M and is 6% complete. Expenditure is at 67% of YTD budget or \$429K behind. Council is currently working towards measuring % practical completion. Asset types with major variations (10% or \$10K) include roadworks, land and buildings and recreation, leisure and community facilities which many projects behind expected timing due to a decrease in activity as a result of the recent floods.

Balance Sheet - Council has a \$16.4M cash total with \$2M in general accounts. Debtors are nearly \$11M which is a reduction of \$1M since the last report. Sundry debtors total \$674K with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$100K.

There were no supplementary valuations updated in September.

COST/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 being reflected in Council's rating system and the distribution of rate notices for the year 2016/17.

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

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

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

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

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

7.4 LIVING LIBRARIES INFRASTRUCTURE PROGRAM 2016

File Number: 02/01/011
Author: Wendy Gladman, Director Community Wellbeing
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: 1. BRIC - Library extension schematic design

RECOMMENDATION

That Council approve the submission of an expression interest to the Living Libraries Infrastructure Program for 2016 to fund an extension to the building located at 119-121 Godfrey Street, Boort to host the new Goldfields library agency.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council was provided with a report detailing the new delivery model for the library services at the April 2016 Council Meeting.

BACKGROUND

The new library service model would see the current mobile library truck, delivering 12 hours of library service to Loddon communities, replaced with an agency model, delivering up to 100 hours of library service.

The agency model involves provision of library services at a number of fixed sites, where the library would be hosted as part of an existing community hub or other suitable facility. The new model is seen as an opportunity to provide an improved level of service to Loddon communities. It is planned that this model will commence operations in February 2017.

Sites have been confirmed in the following Loddon communities:

- Wedderburn Wedderburn Community Centre
- Boort Boort Resource and Information Centre
- Dingee Dingee Hall – to move to Railway Station following refurbishment
- Inglewood Inglewood Community Resource Centre
- Tarnagulla Tarnagulla Community Centre

Pyramid Hill Neighbourhood house has been operating a fixed site agency for some time.

ISSUES/DISCUSSION

The Boort Resource and Information Centre Committee of Management (BRIC) recently approached Council to request approval and support for an application to the Living Libraries Infrastructure Program for 2016.

The Living Libraries Infrastructure Program 2016 is a State Government program aimed at delivering quality library facilities that are more accessible and meet the changing needs of the community. The program is seen as a partnership between the state government, local

government and regional library corporations and will support the provision of new or improved infrastructure.

Grants of up to \$750,000 are available, and whilst there is a co-contribution component for many local government areas, as the Loddon area is designated in the 'Libraries for small rural councils' category there is no co-contribution required. The program will consider funding for projects that incorporate a public library space as an element of a broader community facility, and can include construction works, permanent fixtures and fittings (carpets, desks and shelving).

The expression of interest process for the Living Libraries Infrastructure Program 2016 (LLIP) closes on Friday 16 December 2016.

BRIC has been selected to host the new library service, but have concerns with the current limited space within the building, located at 119-121 Godfrey Street, Boort. BRIC would like to provide a library space that is able to be more flexible and accessible, including spaces for computers, chairs, tables and couches where people can sit, relax and read and a space for children's activities. The increased space would ensure a maximum number of books will be available to the community and will also provide the library service with the opportunity to deliver programs locally, such as story time for children, early childhood and adult literacy, adult technology classes and activities.

This building that is currently occupied by BRIC is a council asset and is designated in the current Building Asset Management Plan (BAMP) as a Community Centre, with no renewal/upgrade hierarchy in place. Each centre is currently treated on an individual basis. The current management agreement (expires Dec 2016) details the responsibilities of both Council and BRIC.

The BAMP also specifies that all upgrade works are to be funded by the community centre operators along with any external funding available. It is intended that the proposed works will be funded through external funding sourced from the LLIP with BRIC contributing to costs associated with the production of plans and specifications and any furniture or fittings not provided through the funding. In line with the funding guidelines, Council will be required to submit the funding application and BRIC have requested that Council project manage the construction. Project management costs will be included as a component of the total funding requested through the LLIP.

BRIC has provided a draft schematic design (attached) for Council consideration and propose to:

- decrease the size of the Lounge/Office and install a passage way to facilitate entry to the new facility and to raise the ceiling in this section to align with the rest of the building
- install a movable wall/doors between the Lounge/Office and the new facility to enable the two rooms to become a combined space or separate rooms as required
- split the new facility into two rooms, with a double door separation. This would provide the opportunity to make the space more flexible and interchangeable.

COST/BENEFITS

All works and fit-out associated with the planned extension of the building located at 119-121 Godfrey Street, Boort will be met through external funding sourced from the LLIP and contributions from BRIC.

Libraries provide critical infrastructure for our community, and will increase access to not only books but also technology, computers and the internet. It will increase the opportunity to provide literacy programs, create a meeting point for book clubs and the introduction of children's literary activities.

The development of a facility attached to existing infrastructure, meets one of Council's key building asset policy principles to maximise the potential of infrastructure through efficient and effective asset management practices. Increasing the capacity of a multi-use centre such as BRIC, increases the ability to engender a strong, socially inclusive, connected and active community. It will provide community members with the opportunity to participate in activities that will contribute to a range of activities leading to increased health and wellbeing, community connectedness and a sense of belonging.

RISK ANALYSIS

The risks associated with this report include:

Risk	Rating	Mitigation
The library space in the existing building is insufficient – creating a crowded environment for service users.	High	Creation of a flexible, accessible space to increase capacity to provide services, increase user satisfaction, and attract new library users.
That the library service no longer requires the space.	Medium	It is likely that the library agency model will remain as the service option for Loddon communities. Increasing the accessibility for a larger proportion of the community will ensure that usage of the new facility is strong.
The proposed additions to BRIC increase the onus on Council to manage its asset portfolio which is already proving to be a challenge.	Medium	Council approve the application for funding subject to the review of the management agreement that will minimise Council responsibility for the ongoing maintenance of fixtures and fittings associated with the library extension if the application is successful.
That the project cost exceeds the funded amount available.	Low	Development of a strong project plan framework with regular internal and external project management meetings. Regular onsite monitoring of project throughout construction.

CONSULTATION AND ENGAGEMENT

The BRIC committee of management has consulted with the Goldfields Regional Library to secure their support for an application to LLIP. The committee of management has also met onsite with Council representatives, Cr Neil Beattie and CEO Phil Pinyon to discuss their proposal.

8 INFORMATION REPORTS

Nil

9 COMPLIANCE REPORTS**9.1 DOCUMENTS FOR SIGNING AND SEALING**

File Number: 02/01/001

Author: Lynne Habner, A/Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council:

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

REPORT

This report provides Council with a list of documents signed and sealed during the month as follows:

- Contract No 373 titled Bitumen Sealing Works in Loddon Shire 2016-2017 between Loddon Shire Council and Boral Resources (Vic) Pty Ltd.
- Contract No 366 titled Management and Operation of Loddon Shire Public Swimming Pools between Loddon Shire Council and Unified Community Sports and Leisure, Warragul.

9.2 ROAD MANAGEMENT PLAN DEFECT RECTIFICATION COMPLIANCE REPORT

File Number: 14/01/022
Author: Steven Phillips, Manager Operations
Authoriser: Ian McLauchlan, Director Operations
Attachments: Nil

RECOMMENDATION

That Council receive and note the road management plan defect rectification compliance report.

CONFLICT OF INTEREST

There is no conflict of interest for any council staff member involved in writing this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

This is the first report for the 2016 - 2017 financial year, summarising road network defect rectification compliance against requirements specified within the Loddon Shire Road Management Plan (RMP).

BACKGROUND

This report is produced quarterly and provides statistical data with respect to the organisations performance in managing the road network. Performance is measured through a comparison of actual defect rectification timeframes against requirements specified in the RMP.

ISSUES/DISCUSSION

Table 1 below provides a summary of the compliance against the schedule of road and street inspection regimes as set in the RMP.

Table 1: Inspection summary report

Quarter 1 (01/07/2016 – 31/09/2016)					
Number of scheduled inspections	Number completed by due date	Number completed after due date	Number not completed	Compliance	District
21	21	0	0	100%	Loddon Plains
27	24	3	0	89%	Loddon Goldfields

During the first quarter of 2016 – 2017, 94.5% of the programmed inspections were completed according to the schedule. This is 5.5% short of the target of 100% set in the RMP. The wet weather throughout the first quarter hampered our ability to complete all inspections within their scheduled timeframe. All inspections are now complete.

Table 2 below provides a summary of compliance of actual response times for rectification works of defects as detailed in the defect intervention levels and response timetables of the RMP.

Table 2: Defect rectification summary report

Quarter 1 (01/07/2016 – 31/09/2016)							
Number of ad hoc work actions	Number of inspected work actions	Total number of work actions	Number completed by due date	Number completed after due date	Number not completed	Compliance	District
193	178	371	368	3	0	99.2%	Loddon Plains
267	225	492	491	1	0	99.8%	Loddon Goldfields

The table above comprises a summary of defects that have been identified through both programmed inspections as undertaken by Surveillance Officers and works crews identifying and rectifying defects as they find them. During the first quarter of 2016 – 2017, 99.5% of all date imposed defects were completed before their due date. This is 0.5% short of the target of 100% set in the RMP. All work actions are now complete.

Table 3 below provides a summary of compliance against the unsealed road maintenance grading program. The maintenance grading program identifies each road segment by its road hierarchy and grading frequency as detailed in the RMP.

Table 3: Maintenance grading program

Quarter 1 (01/07/2016 – 31/09/2016)							
Number of scheduled grading	Number of ad hoc grading	Total number of work actions	Number completed by due date	Number completed after due date	Number not completed	Compliance	District
401	48	449	445	1	3	99.1%	Loddon Plains
452	49	501	494	0	7	98.6%	Loddon Goldfields

The data in table 3 indicates that approximately 618km of unsealed gravel road has been inspected for grading and graded if so required as per the intervention levels as detailed in the RMP for the first quarter of 2016 – 2017. There is no set level of compliance for the maintenance grading program in the RMP.

COST/BENEFITS

The year to date expenditure for the first quarter of 2016 – 2017 of the Local Road Maintenance Program is \$1,394,876. This is slightly under the expected expenditure for this period.

The benefits to the community in complying with the RMP are that it ensures a safe road network.

RISK ANALYSIS

Repairing 100% of all date imposed defects before their due date limits Council's liability for any claims for damage made against Council.

CONSULTATION AND ENGAGEMENT

No internal or external consultation is required in the formation of this report.

9.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAIL- BOORT BUSINESS AND TOURISM COUNCIL

File Number: 02/01/012
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

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

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Boort Business and Tourism Council Committee of Management on 15 December 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Position
Kathryn Lanyon	President
Sharlene Stringer	Vice President
Brooke Arnold	Secretary
Kelly Hird	Treasurer
Angela Doyle	Committee Member
Barry Barnes	Committee Member
Cleo Lanyon	Committee Member
Craig Scott	Committee Member
Honnie Tweddle	Committee Member
Marilyn Lanyon	Committee Member
Marlies Eicher	Committee Member
Michelle Ashton	Committee Member
Paul Haw	Committee Member
Rob Ashton	Committee Member
Rod Poxon	Committee Member
Stacey Streader	Committee Member
Suzi Kirkham	Committee Member

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.4 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-BOORT AERODROME

File Number: 02/01/007
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

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

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Boort Aerodrome Committee of Management on 27 October 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Position
Peter Eicher	President
Campbell Chalmers	Vice President
Peter Eicher	Secretary
Madeleine Scott	Treasurer
Adam Wright	Committee Member
Jamie Whitmore	Committee Member
Ken C Loader	Committee Member
Ray Stomann	Committee Member

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.5 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-BOORT PARK

File Number: 02/01/046
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

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

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Boort Park Committee of Management on 22 September 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are recommended.

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

ISSUES/DISCUSSION

Boort Park is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Community group
Ken Loader	Boort Agricultural and Pastoral Society
Marj Potter (President)	Boort Agricultural and Pastoral Society
Ian Mercer (Secretary/Treasurer)	Boort Cricket Club
Jane Hosking	Boort Cricket Club
Lee Ann Sherwell	Boort District School
Tom Bleicher	Boort District School
Gordon Parker	Boort Football Club
Tim Lanyon	Boort Football Club
John Byrne	Boort Harness Racing Club
Ray Stomann	Boort Harness Racing Club
David Meadows	Boort Hockey Club
Jacquie Verley	Boort Hockey Club
Judy Parker	Boort Netball Club
Kristen Gooding	Boort Netball Club
Barry Kennedy	Community member
John Nelson	Community member

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

**9.6 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-JONES
EUCALYPTUS DISTILLERY SITE**

File Number: 02/01/024
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Jones Eucalyptus Distillery Site Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Jones Eucalyptus Distillery Site Committee of Management on 22 September 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are recommended.

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

ISSUES/DISCUSSION

Jones Eucalyptus Distillery Site is a community based committee with representation requiring at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position
Ian Collie	President
Jeff Hooley	Vice President
Murray Baud	Secretary/Treasurer
Bert Bradley	Committee Member
Chris Sharp	Committee Member
Kevin Poyser	Committee Member
Leigh Lamprell	Committee Member

The Council representative for this committee is Cr Colleen Condliffe.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.7 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-KORONG VALE SPORTS CENTRE

File Number: 02/01/027
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Korong Vale Sports Centre Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Korong Vale Sports Centre Committee of Management on 15 December 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are recommended.

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

ISSUES/DISCUSSION

Korong Vale Sports Centre is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position
John Murnane	Community Member
Judy Matthews	Korong Vale Bowls Club
Andrew Day	Korong Vale Bowls Club
Robert Day (Vice President)	Korong Vale Cricket Club
Fay Day (Secretary/Treasurer)	Korong Vale Cricket Club
Joan Earl (President)	Korong Vale Lawn Tennis Club
Peter Gibson	Korong Vale Lawn Tennis Club

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.8 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-LODDON SOUTHERN TOURISM AND DEVELOPMENT

File Number: 02/01/029
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provided in the report as members of the Loddon Southern Tourism and Development Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Loddon Southern Tourism and Development Committee of Management on 15 December 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Community group
Dorothy Silke	President
Jill Temby	Vice President
Robyn Vella	Secretary
Norma Sokolowski	Treasurer
Beryl Peters	Committee Member
Colin Silke	Committee Member
Darryl Peters	Committee Member
David Gordon	Committee Member
George Swinburne	Committee Member
Jan King	Committee Member
Ken Arnold	Committee Member
Susan Horsley	Committee Member

The Council representative for this committee is Robyn Vella, Tourism Officer.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.9 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-PYRAMID HILL SWIMMING POOL

File Number: 02/01/033
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Pyramid Hill Swimming Pool Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Pyramid Hill Swimming Pool Committee of Management on 24 November 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Position
Tania Burke	President
Alison Farrar	Vice president
Colleen Hampson	Secretary
Vaughan Herrick	Treasurer
Chelsea Challis-Broad	Committee member
Katrina Van Eyk	Committee member
Kelly Gould	Committee member
Kim Lister	Committee member
Penny Caspani	Committee member

The Council representative for this committee is Cr Cheryl McKinnon.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

**9.10 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-
WEDDERBURN COMMUNITY CENTRE**

File Number: 02/01/036
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Wedderburn Community Centre Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Wedderburn Community Centre Committee of Management on 27 October 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

Wedderburn Community Centre is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Community group
Leo Matthews	Community Representative
Patricia Lee	Community Representative
Richard Stephenson	Community Representative
Jason Amendola	Community Representative
Geoff Vendy (Treasurer)	Inglewood and Districts Health Service
Mike Parker	Inglewood and Districts Health Service
Robyn Vella	Loddon Shire Council Tourism
Pauline Brown	Loddon Shire Council Tourism
Paula Yorston (Secretary)	Loddon Shire Council Community Wellbeing
Alycia O'Sullivan	Loddon Shire Council Community Wellbeing
Jude Raftis (President)	Wedderburn Community House
Jon Chandler	Wedderburn Community House

The Council representative for this committee is Cr Gavan Holt.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

**9.11 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-
WEDDERBURN TOURISM**

File Number: 02/01/040
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

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

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Wedderburn Tourism Committee of Management on 27 January 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Position
Robbie Collins	President
Travis Jackson	Vice President
Robyn Vella	Secretary
Karen Fazzani	Treasurer
Barry Bolwell	Committee Member
Brett Jackson	Committee Member
Cass Standfield	Committee Member
Jill Bolwell	Committee Member
Kevin Brown	Committee Member
Margaret Collins	Committee Member
Murray Smyth	Committee Member
Pamela Collins	Committee Member
Sandy Smyth	Committee Member
Tammy Martin	Committee Member
Warren Smith	Committee Member

The Council representative for this committee is Cr Gavan Holt.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.12 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-CAMPBELLS FOREST HALL

File Number: 02/01/015
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Campbells Forest Hall Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Campbells Forest Hall Committee of Management on 24 November 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Position
Ian Cattanach	President
Don Wilson	Vice President
Fred Shea	Secretary
Gaye Larson	Treasurer
Janine Cornish	Committee Member
Toni Shea	Committee Member
Anne-Maree Davis	Committee Member

The Council representative for this committee is Cr Colleen Condliffe.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.13 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-LITTLE LAKE BOORT

File Number: 02/01/028
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

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

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Little Lake Boort Committee of Management on 15 December 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are preferred.

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

ISSUES/DISCUSSION

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

Name	Position
Neil Beattie	President
Doug Aldrich	Vic President
Barry Kennedy	Secretary
Ray Stomann	Treasurer
Barry Barnes	Committee Member
Doug Haw	Committee Member
John Nelson	Committee Member
Kevin Sutton	Committee Member
Lance Slatter	Committee Member
Luke Stomann	Committee Member
Murray Chalmers	Committee Member
Paul Haw	Committee Member
Peter Cameron	Committee Member

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.14 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-PYRAMID HILL MEMORIAL HALL

File Number: 02/01/031
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council appoints the names provide in this report as members of the Pyramid Hill Memorial Hall Section 86 committee of management, effective immediately.

CONFLICT OF INTEREST

Nil

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Pyramid Hill Memorial Hall of Management on 25 August 2015.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

For community based committees, at least 6 community representatives are recommended.

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

ISSUES/DISCUSSION

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

Name	Position
Allan Mann	President
Andrew Scott	Vice President
Jean Mann	Secretary
David James	Treasurer
Betty Mann	Committee Member
Bill Quinn	Committee Member
Cheryl Bartels	Committee Member
Jan Vincent	Committee Member
Kathleen Wood	Committee Member
Kellie Stewart	Committee Member
Ron Peacock	Committee Member
Sherrie Gumley	Committee Member

The Council representative for this committee is Cr Cheryl McKinnon.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

9.15 EASEMENT CREATION, PARK STREET BRIDGEWATER

File Number: 15/04/011
Author: Ian McLauchlan, Director Operations
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: 1. Concept plan
2. Creation of easement agreements

RECOMMENDATION

That the following documents be executed under the Common Seal of the Council:

1. Agreement for the creation of an easement under Section 45(1) Transfer of Land Act 1958 for Certificate of Title Volume 9189 Folio 359.
2. Agreement for the creation of an easement under Section 45(1) Transfer of Land Act 1958 for Certificate of Title Volume 10786 Folio 885.
3. Agreement for the creation of an easement under Section 45(1) Transfer of Land Act 1958 for Certificate of Title Volume 11220 Folio 471.

CONFLICT OF INTEREST

No conflict of interest has been identified in relation to this matter.

PREVIOUS COUNCIL DISCUSSION

Council has not previously discussed the requirement to create a drainage easement over the subject properties. Council approved the installation of underground drainage along the proposed easement alignment under the urban drainage component of its 2015/2016 Annual Infrastructure Program in April 2015.

BACKGROUND

As part of its 2015/16 Annual Infrastructure Program, Council officers identified the need to install approximately 200m of underground stormwater drainage between Camp Street and Sugar Gum Drive in Bridgewater.

Installation of the underground drainage is required to command local stormwater runoff which accumulates in this low lying area as well as provide an authorised point of stormwater discharge from the adjacent residential properties.

Over the last five years there have been a number of new residential constructions in this area as well as a recent subdivision. Given the potential for further residential development and the local topography within this precinct, the provision of adequate stormwater infrastructure is considered necessary.

ISSUES/DISCUSSION

Formalisation of the easement over the proposed urban drainage infrastructure is required to ensure that Council maintains rights of access for the purposes of inspection, maintenance and renewal of this public infrastructure into the future.

A portion of the required easement for the proposed drainage works already exists. Legal documentation facilitating the extension of this easement has been prepared in relation to the remaining properties, namely Crown Allotments 2, 3 and 4 (refer to attached concept plan).

COST/BENEFITS

Council will only incur costs associated with the modification of titles (i.e. surveying costs) and legal fees in effecting the creation of the easement. It is estimated that the survey and legal costs associated with this easement creation will be in the order of \$6,000. A nominal \$1 consideration is payable by Council to the landowners concerned.

A carryover budget of \$118,800 as part of the 2015/16 Annual Infrastructure program is available to effect the creation of easement as well as delivery of the associated physical infrastructure works.

Creation of the easement and installation of the associate drainage pipes will benefit local properties in this precinct as a result of improved stormwater management.

RISK ANALYSIS

Failure to create an easement over proposed stormwater drainage infrastructure could create a legacy issue whereby future inspection, maintenance or renewal of Council's infrastructure would require landowner consent.

The creation of an easement formalises Council's rights of access to undertake any future works on this asset and protects the land under which this asset is to be located from being built over or otherwise obstructed.

Failure to complete the creation of easement and subsequent drainage works will result in the residential properties located in this low lying area being susceptible to localised accumulation of stormwater.

CONSULTATION AND ENGAGEMENT

Landowners have been consulted in relation to both the proposed drainage pipe installation as well as during the course of preparing the necessary legal documentation (including amendment of titles) to facilitate creation of the proposed drainage easement in favour of Council.

All of the affected landowners have signed the creation of easement agreement and have no objection to the drainage works proceeding.

10 GENERAL BUSINESS

11 CONFIDENTIAL ITEMS

Nil

NEXT MEETING

The next Ordinary Meeting of Council will be held on 13 December 2016 at Serpentine commencing at [enter time](#).

There being no further business the meeting was closed at [enter time](#).

Confirmed this.....day of..... 2016

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