



**Date:** Tuesday, 26 September 2017  
**Time:** 3pm  
**Location:** Council Chambers, Serpentine

# **MINUTES**

**Ordinary Council Meeting**

**26 September 2017**

**MINUTES OF LODDON SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, SERPENTINE  
ON TUESDAY, 26 SEPTEMBER 2017 AT 3PM**

**PRESENT:** Cr Neil Beattie (Mayor), Cr Colleen Condliffe, Cr Geoff Curnow, Cr Gavan Holt, Cr Cheryl McKinnon

**IN ATTENDANCE:** Peter Cownley (A/Director Operations), Wendy Gladman (Director Community Wellbeing), Lynne Habner (Manager Executive & Commercial Services), Sharon Morrison (Director Corporate Services), Phil Pinyon (Chief Executive Officer)

**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**

Nil

**3 DECLARATIONS OF CONFLICT OF INTEREST**

Wendy Gladman declared a conflict of interest for agenda Item 10.3 as she is the Treasurer of the committee of management for the Serpentine Bowls and Tennis Pavilion. The nature of the interest is an indirect interest – conflicting duty.

**4 PREVIOUS MINUTES****4.1 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 22 August 2017
2. The minutes of the Ordinary Council Meeting of 22 August 2017
3. The minutes of the Council Forum of 5 September 2017

**REPORT**

Seeking approval of the unconfirmed minutes of the previous meetings.

**RESOLUTION 2017/25**

Moved: Cr Geoff Curnow

Seconded: Cr Cheryl McKinnon

That Council confirm:

1. The minutes of the Council Briefing of 22 August 2017
2. The minutes of the Ordinary Council Meeting of 22 August 2017
3. The minutes of the Council Forum of 5 September 2017

**CARRIED**

**5 REVIEW OF ACTION SHEET****5.1 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.

**RESOLUTION 2017/26**

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

**CARRIED**

**6 MAYORAL REPORT****6.1 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.

**Cr Beattie**

|   |  |
|---|--|
| <b>Murray Darling Association</b>   |  |
|   |  |
| <b>Rail Freight Alliance</b>  |  |
|   |  |
| <b>Section 86 Committees:</b> 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 |  |
|   |  |
| <b>Recreation Strategy Implementation Steering Committee</b>  |  |
|   |  |
| <b>Other Council activities</b>   |  |
| <b>DATE</b>   | <b>Activity</b>                                      |
| 23/8/17   | Attended Boort District Health meeting               |
| 29/8/17   | Connections Project Consultative Meeting at Echuca   |
| 1/9/17  | Attended Bendigo Health Board meeting                |
| 3/9/17  | Attended Naturally Loddon open day at John Picolli's |
| 5/9/17  | Attended Council Forum at Wedderburn                 |

|            |   |
|------------|---|
| 11-13/9/17 | Canberra with Murray River Group of Councils  |
| 15/9/17    | Attended Rail Freight Conference in Melbourne |
| 25/9/17    | Attended Inglewood Hub opening                |
| 26/9/17    | Attended Council meeting at Serpentine        |

**RESOLUTION 2017/27**

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

That Council receive and note the Mayoral Report

**CARRIED**

UNCONFIRMED

**7 COUNCILLORS' REPORT****7.1 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.

**Cr Condliffe**

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| <b>Calder Highway Improvement Committee</b>  |
|  |
| <b>Section 86 Committees:</b> 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 |
|  |
|  |
| <b>Australia Day Committee</b>   |
|  |
| <b>Loddon Youth Committee</b>  |
|  |
| <b>Healthy Minds Network</b>   |
|  |
| <b>Other Council activities</b>  |

| <b>DATE</b> | <b>Activity</b>   |
|-------------|---|
| 22/8/17     | Inglewood and District Community Bank meeting                       |
| 23/8/17     | Meeting CWA Dingee  |
| 24/8/17     | Inglewood Museum meeting  |
| 24/8/17     | Womens Health Loddon Mallee Bendigo                                 |
| 25/8/17     | Attended the Donald Lions Club 60 <sup>th</sup> Birthday            |
| 28/8/17     | Dingee Bush Nursing Centre meeting                                  |
| 30/8/17     | Salisbury West Landcare meeting at Powlett Hall AGM                 |
| 1/9/17      | Loddon Plains Landcare meeting at the Terrick Terrick National Park |
| 4/9/17      | Inglewood Sports Centre Meeting AGM                                 |
| 5/9/17      | Womens Health Loddon Mallee meeting Bendigo                         |
| 5/9/17      | Council Forum Wedderburn  |
| 6/9/17      | Inglewood Town Hall Hub meeting                                     |
| 9/9/17      | Bridgewater market  |
| 10/9/17     | Attended Chicks in the Sticks held at Lake Walker, Avon Plains      |
| 12/9/17     | Meeting held at Bridgewater regarding starting up a grain co-op     |
| 13/9/17     | Campbells Forest Hall AGM   |
| 14/9/17     | Kooyoora Womens Network meeting Inglewood                           |
| 15/9/17     | Loddon Murray Leadership Meeting held in Bridgewater                |
| 17/9/17     | Opening of Bridgewater bowling season for bowls                     |
| 18/9/17     | Dingee Bush Nursing Centre meeting                                  |
| 19/9/17     | Powlett Hall/Rec Reserve AGM  |
| 20/9/17     | East Loddon P12 School concert                                      |
| 24/9/17     | Wildflower Show Eucy Museum Inglewood                               |
| 25/9/17     | Inglewood Town Hall Hub official opening                            |
| 26/9/17     | Council meeting Serpentine  |



**Cr Curnow**

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|---|---|
| <b>Loddon Mallee Waste Resource Recovery Group</b>  |   |
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| <b>Section 86 Committees:</b> Eddington Community Centre Committee of Management, Kingower Development and Tourism Committee Inc. |   |
|   |   |
| <b>Municipal Emergency Management Plan Committee and Municipal Fire Prevention Committee</b>                                      |   |
|   |   |
| <b>Other Council activities</b>   |   |
| <b>DATE</b>   | <b>Activity</b>   |
| 28/8/17   | LMWRRG Forum meeting at Kerang                              |
| 5/9/17  | Council Forum at Wedderburn                                 |
| 7/9/17  | MAV Emergency Management meeting in Melbourne               |
| 15/9/17   | Coliban Water Futures Forum                                 |
| 18/9/17   | Meeting of Newbridge Recreation Reserve COM                 |
| 21/9/17   | Conflict of interest training for Councillors at Wedderburn |
| 25/9/17   | Opening of the Inglewood Town Hall refurbishment            |
| 26/9/17   | September Council Meeting at Serpentine                     |

**Cr Holt**

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| <b>Municipal Association of Victoria</b>  |
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| <b>Section 86 Committees:</b> 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. |
|   |
| <b>Audit Committee</b>  |

| <b>Other Council activities</b> |   |
|---------------------------------|---|
| <b>DATE</b>                     | <b>Activity</b>   |
| 28/8/17                         | Attended meeting of the South West Loddon Pipeline Steering Committee   |
| 29/8/17                         | Met with Jeff Burnside, proprietor of Turf Engineering, to discuss his issues with Council's Procurement Policy. I would not normally report to Council on an individual meeting, but this has wider implications for Council.  |
| 1/9/17                          | Attended the launch in Bendigo of the AFL Central Victoria Regional Strategy  |
| 5/9/17                          | Attended Council Forum in Wedderburn  |
| 5/9/17                          | Chaired meeting of the Donaldson Park Project Steering Committee  |
| 8/9/17                          | Attended meeting in Melbourne of the Rural Councils Victoria Executive Committee  |
| 12/9/17                         | Chaired meeting of the Donaldson Park Project Steering Committee at which final first draft plans for a new building were agreed upon   |
| 12/9/17                         | Attended a meeting of the Friends of Skinners Flat Group. They are very excited at the proposal for Skinners Flat reservoir having permanent recreational water in it as a result of the South West Loddon Pipeline Project.  |
| 13/9/17                         | Met with advisers in Bendigo to further proceed the proposal to transfer ownership of the Wedderburn Museum and Coach House Gallery to the Wedderburn Lions Club.   |
| 16/9/17                         | Attended the NCFL Grand Final day at Boort where the Club did an excellent job in hosting the day.  |
| 18/9/17                         | Chaired the Annual General Meeting of the Donaldson Park Committee of Management where I was again elected President.   |
| 19/9/17                         | Chaired meeting of the Donaldson Park Project Steering Committee  |
| 21/9/17                         | Attended a Municipal Association of Victoria sponsored Conflict of Interest session at the Wedderburn office facilitated by Alec Carson. The key message for me was that it is Councillors who must ultimately assess whether they have a conflict of interest, regardless of any assistance or advice they may have received and they are accountable for that assessment. |

**Cr McKinnon**

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| <b>North Central Goldfields Regional Library</b>   |  |
| <p><b>Section 86 Committees:</b> 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</p> |  |
| <b>Nature Tourism Advisory Team</b>  |  |
| <b>Other Council activities</b>  |  |
| <b>DATE</b>  | <b>Activity</b>  |
| 25/8/17 & 13/9/17  | Met with the GLC Board to discuss CEO recruitment  |
| 8 & 15/9/17  | GLC Finance Committee and Board meetings. The meeting on the 15/9/17 was held in the Inglewood Hub, and was preceded by a tour of the facility.  |
| 28/8/17  | ELCC AGM was held at the Centre  |
| 30/8/17  | I attended a walk-through of the Dingee Railway Station with works proposed to be completed by the end of September.   |
| 3/9/17   | Attended the launch of the Naturally Loddon Spring Festival at Piccoli's Spanner Garden  |
| 5/9/17   | Council Forum at Wedderburn  |
| 12/9/17  | I officially welcomed the Emergency Services and students to the Pyramid Hill Emergency Services Expo  |
| 16/9/17  | Road to Nhill 20 <sup>th</sup> anniversary event in Pyramid Hill hosted by the Hall Committee. This attracted almost 300 people, with a matinee and evening session, and an amazing spread of food. A highlight was the Q&A with the director, local Sue Brooks and the script-writer, Alison Tilson, and the red carpet was a nice finishing touch. |
| 19/9/17  | Attended the Digital Strategy Focus group meeting in Serpentine  |
| 20/9/17  | The CLLM leadership program day was held in Pyramid Hill with the focus on "inclusion". The topic was focussed on our Filipino population and I participated in a panel session on the successes and challenges of cultural diversity,   |

|         |   |
|---------|---|
| 21/9/17 | Conflict of interest training in Wedderburn, followed by the Pyramid Hill Swimming Pool AGM       |
| 25/9/17 | Official opening of Inglewood Hub   |
| 26/9/17 | Council meeting in Serpentine, and tonight I head over to Mitiamo for the Recreation Reserve AGM. |

**RESOLUTION 2017/28**

Moved: Cr Geoff Curnow

Seconded: Cr Colleen Condliffe

That Council receive and note the Councillors' reports

**CARRIED**

## 8 DECISION REPORTS

### 8.1 FINANCE REPORT FOR THE PERIOD ENDING 31 AUGUST 2017

**File Number:** 08/06/001

**Author:** Deanne Caserta, Manager Financial Services

**Authoriser:** Sharon Morrison, Director Corporate Services

**Attachments:** 1. Finance Report for the period ending 31 August 2017

#### RECOMMENDATION

That Council:

1. receives and notes the 'Finance report for the period ending 31 August 2017'
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2017/18 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2017/18.

#### CONFLICT OF INTEREST

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

#### PREVIOUS COUNCIL DISCUSSION

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

#### BACKGROUND

The Finance Report for the period ended 31 August 2017 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 adopted 2017/18 Budget, and includes operating results, capital expenditure and funding sources.

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

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

- change of Australian Valuation Property Classification Code (AVPCC)
- supplementary valuation corrections.

## ISSUES/DISCUSSION

**Budgeted Surplus** - Council's budgeted cash surplus has increased from \$579K to \$656K, mainly due to an increase in the expected income to be received from the Victoria Grants Commission.

**Income Statement (revenue)** - Council's year to date (YTD) operating revenue is at 100% of YTD budget. Just over \$10.2M of rates were raised during August.

**Income Statement (expenditure)** - Council's operating expenditure is at 90% of YTD budget. Payments for this month totalled just over \$2.38M, compared to \$2.43M last month. Labour is behind budget at 84% and below Council's 104% cap.

**Capital Works** - The revised budget for capital works is \$17.5M and is 5% complete in financial terms for the current financial year (1% at the end of July). Asset types with major variations (10% or \$10K) include plant and equipment; parks, open space and streetscapes; and footpaths with many projects timed for quarter one yet to be commenced.

**Balance Sheet** - Council has a \$20.3M cash total with \$1.9M in general accounts. Debtors are just under \$12.0M an increase of \$11.0M in the month, mainly due to the raising of 2017/18 rates. Sundry debtors total \$524K with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$35K.

There were 61 supplementary valuations updated in August. The total rateable CIV at the end of August is \$1.81B.

An update was also received from Vision Super in regards to the June 2017 VBI which is estimated at 103.1% which is higher than the 100.0% required of the fund.

## 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 2017/18.

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.

**RESOLUTION 2017/29**

Moved: Cr Colleen Condliffe

Seconded: Cr Cheryl McKinnon

That Council:

1. receives and notes the 'Finance report for the period ending 31 August 2017'
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2017/18 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2017/18.

**CARRIED**

UNCONFIRMED

## 8.2 COMMUNITY PLANNING PROGRAM 2017-18

**File Number:** 02/02/005

**Author:** Allan Stobaus, Manager Community Support

**Authoriser:** Wendy Gladman, Director Community Wellbeing

**Attachments:** 1. Community Planning Program summary and funding recommendations 2017-2018

### RECOMMENDATION

That Council approves the 2017-18 Community Plan project allocations of \$301,000 in accordance with the attached report.

### CONFLICT OF INTEREST

There are no conflicts of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

### PREVIOUS COUNCIL DISCUSSION

At its July 2017 Ordinary Meeting Council was advised that three 2017-2018 Community Grants Program applications would be transferred to the 2017-2018 Community Planning Program for consideration.

The Inglewood Sports Centre Upgrade, Mushroom Sculptures installation at Little Lake Boort and the Pyramid Hill Memorial Hall power upgrade project have all been recommended for funding in this report.

### BACKGROUND

Community planning is a long-term strategy for developing sustainable communities. Council commits funds from its annual budget to ensure a number of community planning projects are completed.

Annual Community Plan funding is based on a \$50,000 allocation per ward (five wards totalling \$250,000) and a \$500,000 Community Planning Strategic Fund Allocation. This report will make recommendations related to the \$250,000 ward based allocation.

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

### ISSUES/DISCUSSION

In total fifteen projects were considered for funding under the 2017-2018 Community Planning Program. This included twelve submissions received under the community planning program and a further three 2017-2018 community grant applications deemed to be more suitable for consideration under the community planning program as identified in Attachment 1.

The projects submitted are assessed based on total funding available, project readiness, alignment with Council's strategic direction and community involvement and support for each project. Of the fifteen submissions assessed:

- nine have been recommended for full funding to undertake projects as identified
- three have been recommended for an allocation less than the amount requested



- two have been allocated an increased amount to ensure sufficient funds are available to complete the projects
- one has been allocated an increased amount, with a modified project scope.

The funding available for each ward, based on the previous year's unallocated funds and the \$50,000 2017-18 allocation, is detailed in Table 1. The attached report (Attachment 1) provides the project assessment summary and recommended funding allocations totalling \$301,000.

**Table 1: Total community planning funding available**

| Ward          | Funds unallocated and in reserve | 2017-2018 Allocation amount | Total funds available 2017-2018 | Recommended allocation 2017-18 |
|---------------|----------------------------------|-----------------------------|---------------------------------|--------------------------------|
| Inglewood     | \$33,215                         | \$50,000                    | \$ 83,215                       | \$ 75,000                      |
| Wedderburn    | \$10,233                         | \$50,000                    | \$ 60,233                       | Nil                            |
| Terricks      | Nil                              | \$50,000                    | \$ 50,000                       | \$ 50,000                      |
| Tarnagulla    | \$116,251                        | \$50,000                    | \$166,251                       | \$135,000                      |
| Boort         | \$ 4,051                         | \$50,000                    | \$ 54,051                       | \$ 41,000                      |
| <b>Totals</b> | <b>\$163,750</b>                 | <b>\$250,000</b>            | <b>\$413,750</b>                | <b>\$301,000</b>               |

### **COST/BENEFITS**

Council's Community Planning Program has been a success story since its inception fifteen years ago. Council and Loddon communities 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 Wedderburn Streetscape Improvements, Serpentine Janiember Park Upgrade, Pyramid Hill Memorial Hall Precinct, Boort Park Upgrade, Tarnagulla Community Centre and Inglewood Town Hall Hub Development.

### **RISK ANALYSIS**

A strong focus for community planning is to ensure communities have the opportunity to participate in the planning and development of their projects. This helps engender collaboration and ultimately ownership, and encourages local community members to take a leadership role in improving their town or district, and communicating this with others.

When considering initiatives put forward through community planning, risk is assessed across some key areas; appropriate planning, capacity of volunteers, external funding and duration from inception to delivery. When allocating 'seed-funding' the initial risk review considers 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 has determined a priority list of initiatives for the 2017-18 financial year. The Community Support team works with specific groups to determine project scope and cost, and assists them in the delivery of their projects.

Prior to proceeding to Council, the Community Planning Program project summary and recommendation has been assessed at both departmental and executive levels.

**RESOLUTION 2017/30**

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council approves the 2017-18 Community Plan project allocations of \$301,000 in accordance with the attached report.

**CARRIED**

UNCONFIRMED

**8.3 LODDON MUNICIPAL EMERGENCY MANAGEMENT COMMITTEE ENDORSEMENT****File Number:** 11/01/009**Author:** Allan Stobaus, Manager Community Support**Authoriser:** Wendy Gladman, Director Community Wellbeing**Attachments:** Nil**RECOMMENDATION**

That Council:

1. rescinds the Loddon Municipal Emergency Management Planning Committee (MEMPC) as Council's MEMP Committee.
2. appoints the Northern Victorian Integrated Municipal Emergency Management Planning Committee as Council's MEMP Committee in accordance with Section 21(3) of the Emergency Management Act 1986.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

In accordance with Section 20(2) of the Emergency Management Act 1986 the Northern Victoria Integrated Municipal Emergency Management Plan (NVIMEMP) was adopted by Council at the 26 April 2017 Ordinary Council Meeting.

**BACKGROUND**

Loddon Shire Council is one of five councils who have been participating in a project that clusters councils together to implement shared emergency management planning responsibilities. The Northern Victorian Integrated Cluster of councils consists of City of Greater Bendigo, Loddon Shire, Central Goldfields Shire, Shire of Campaspe and Mount Alexander Shire. The project has now been completed and the Northern Victoria Integrated Municipal Emergency Management Planning Committee (NVIMEMPC) has been formed. The NVIMEMPC comprises council employees, a councillor from each participating council and senior personnel from the response and recovery agencies.

The NVIMEMPC has developed a Municipal Emergency Management Plan that incorporates all participating councils. Following adoption by Council in April 2017, the new Loddon NVIMEMP was audited by the State Emergency Service (SES) in June 2017 and passed all sections of the Audit.

**ISSUES/DISCUSSION**

The Emergency Management Act 1986, Section 21(3) states "A municipal council must appoint a municipal emergency management planning committee constituted by persons appointed by the municipal council being members and employees of the municipal council, response and recovery agencies and local community groups involved in emergency management issues".

It is now proposed that each cluster council will commence the transition from their respective Municipal Emergency Management Planning Committees (MEMPC) to the NVIMEMPC.

The sub-committees of fire, flood and recovery will remain as separate local committees for each council. Issues from these sub-committees will be taken to the NVIMEMPC.

### **COST/BENEFITS**

The ability to participate in a NVIMEMPC reduces the previous commitment and resources required across all five Local Government Areas to the conducting of individual MEMPC meetings. The new format enables the attendance of emergency service and council personnel at one NVIMEMPC meeting, rather than five individual MEMPC meetings, ensuring that all agencies share and receive the same information simultaneously.

Upon the universal adoption of the NVIMEMPC, the five participating councils will have a common shared information resource enabling a smoother transition of staff to neighbouring municipalities during a protracted emergency event.

### **RISK ANALYSIS**

Continued changes to the Emergency Management Manual Victoria and emergency management legislation are expected over the next year requiring ongoing alteration to the NVIMEMP and roles and responsibilities for council staff.

### **CONSULTATION AND ENGAGEMENT**

All emergency service organisations have been consulted and participated in developing the NVIMEMP through the NVIMEMP committee.

### **RESOLUTION 2017/31**

Moved: Cr Geoff Curnow

Seconded: Cr Cheryl McKinnon

That Council:

1. rescinds the Loddon Municipal Emergency Management Planning Committee (MEMPC) as Council's MEMPC Committee.
2. appoints the Northern Victorian Integrated Municipal Emergency Management Planning Committee as Council's MEMPC Committee in accordance with Section 21(3) of the Emergency Management Act 1986.

**CARRIED**

**8.4 DRAFT LODDON SHIRE COUNCIL TOURISM MARKETING PLAN****File Number:** 16/07/003**Author:** Robyn Vella, Marketing and Tourism Officer**Authoriser:** Lynne Habner, A/Manager Executive and Commercial Services**Attachments:** 1. Loddon Shire Council Tourism Marketing Plan**RECOMMENDATION**

That Council release the draft Tourism Marketing Plan for public comment and place on display for a period of two weeks.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

At the September Council Forum Council's Tourism and Marketing Officer outlined the draft Loddon Shire Council Tourism Marketing Plan.

**BACKGROUND**

In Council's Tourism Strategy 2016 - 2019 an action under the focus area of Marketing and Branding is to develop a marketing plan for each of the main towns in the Shire: Bridgewater, Inglewood, Boort, Pyramid Hill, Tarnagulla and Wedderburn, aligning the smaller towns with the larger towns. The objective is to promote towns in the region and their distinct personalities and offerings to potential visitors.

Council commissioned Sharon Wells of Pan and Bacchanalia to develop a Tourism Marketing Plan for Loddon Valley, drilling down into the distinct personalities of the main towns aligning the relevant small towns.

As part of developing the plan, community workshops were held in Bridgewater, Boort, Inglewood, Tarnagulla, Pyramid Hill and Wedderburn.

In these workshops the key products, assets and experiences in the region and the towns were identified, as well as the strengths, weaknesses opportunities and threats.

One of the first steps and critical tasks during the workshop and plan was to identify and gain agreement on the unique qualities and points of difference for the Loddon Valley and the towns.

After the workshops, participants were sent a draft copy of the information collated for their town and surrounds to submit further content or feedback.

The draft Tourism Marketing Plan has been created defining the points of difference for Loddon Valley breaking them down for the specific towns.

This plan identifies actions to move forward in promotions and communicating the points of difference over the next 3 years.

## ISSUES/DISCUSSION

The expected outcomes of this plan are to:

- Strengthen collaboration between Council, local businesses and organisations
- Identify key products and experiences that require further development
- Become familiar with key products, experiences, points of difference and key messages for the region
- Incorporate points of difference into Council and community websites and social media channels
- Establish a shared Dropbox of images reflecting key points of differences and experiences for this region and towns
- Improve how the tourism industry utilises digital platforms
- Increase financial contribution to marketing and promotions by local businesses and organisations
- Develop dedicated promotional campaigns for the region and towns
- Increase further awareness of the region and towns
- Grow visitation to the region and towns.

The plan recommends key actions to do within the first year by:

- Action 1:** Inviting a wider cross section of government, industry and residents to future workshops to introduce the plan and explore product development and collaboration.
- Action 2:** Encouraging ongoing and regular engagement (e.g. six monthly professional development and collaboration workshops).

### **Additional suggestions from the community for ongoing engagement:**

- Having regular "show and tells" for operators and tourism committees.

Different businesses host social events where there is a regular sharing of ideas.

Although it is not a requirement under the *Local Government Act 1989* to advertise the Plan for public comment, it is proposed that it be placed on display for a public comment period of two weeks, to allow further input from the community.

Following the public comment period, after any comments received have been addressed, a report would be submitted to Council recommending adoption of the final Plan, and consideration of a proposal for additional funding to be allocated to deliver the actions in the Plan.

## **COST/BENEFITS**

This plan will benefit Council, local businesses and organisations, providing direction for future marketing campaigns for the region and towns.

The Council, local businesses and organisations can view the SWOT analysis for the region and towns, seeking ways to improve on our weaknesses and turning some of the opportunities into strengths.

Towns have ownership of their section of the plan which can be incorporated into marketing and promotions for their area.

To successfully deliver the new Loddon Shire Tourism Marketing Plan an additional \$9,000 is required over three years.

## **RISK ANALYSIS**

No major risks have been identified in relation to implementing the Plan.

Actions identified within the plan will assist immensely to bring operators/organisations together to collaboratively market the points of difference for Loddon Valley that will help to grow visitor yield and increase extended stays.

One risk is in respect to the potential lack of enthusiasm and participation by operators/organisations to collaboratively deliver the actions in the plan for the betterment of the region.

To minimise this risk local businesses and organisations will be:

- Invited to attend further workshops for the marketing plan
- Encouraged to attend the Loddon Valley Tourism Business Network Dinner
- Involved in the development of marketing campaigns for the region and towns.

### CONSULTATION AND ENGAGEMENT

The Tourism Marketing Plan has been developed based on business, community and Council staff feedback and the review of internal and external tourism related strategies.

#### RESOLUTION 2017/32

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council release the draft Tourism Marketing Plan for public comment and place on display for a period of two weeks.

**CARRIED**

**8.5 REVIEW OF DELEGATIONS, APPOINTMENTS AND AUTHORISATIONS****File Number:** 18/01/003**Author:** Lynne Habner, A/Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer

- Attachments:**
1. Instrument of Appointment and Authorisation (Planning and Environment Act 1987)
  2. Instrument of Delegation - Members of Council Staff

**RECOMMENDATION**

That Council

1. In the exercise of the powers conferred by section 98(1) of the Local Government Act and the other legislation referred to in the attached instrument of delegation, resolves that:
  - (a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
  - (b) The instrument comes into force immediately the common seal of Council is affixed to the instrument.
  - (c) On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.
  - (d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
2. In the exercise of the powers conferred by section 224 of the Local Government Act and the other legislation referred to in the attached instrument of appointment and authorisation, resolves that:
  - (a) The members of Council staff referred to in the instrument be appointed and authorised as set out in the instrument.
  - (b) The instrument comes into force immediately the common seal of Council is affixed to the instrument, and remains in force until Council determines to vary or revoke them.
  - (c) The instrument be sealed.
3. Revokes all existing Instruments of Appointment and Authorisation (Planning and Environment Act 1987), effective from the date that the CEO approves the new instrument as attached.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

The updates contained in this report have not been discussed by Council.



## BACKGROUND

In order for Council officers to effectively and efficiently discharge their duties, specific delegations, authorisations and appointments are required under a variety of Acts.

Council is required to review its delegations within 12 months after a general election in accordance with section 98(6) of the Local Government Act.

In addition to this statutory requirement, presentation of new or revised delegations has become a more regular process for Council. Due to the ever changing nature of legislation, Council has subscribed to a service by Maddocks legal firm that regularly reviews all applicable delegations, authorisations and appointments.

## ISSUES/DISCUSSION

The attached amended delegations have been updated in accordance with most recent advice provided by Maddocks.

The attached Instrument of Appointment and Authorisation under the Planning and Environment Act 1987 and associated request for revocation is submitted for approval due to the addition of the Planning Officer and Planning and Compliance Officer on this instrument.

## COST/BENEFITS

Adoption of the recommendation will not have any financial impacts.

## RISK ANALYSIS

Adoption of the recommendation will ensure that council staff are able to act on behalf of Council under the various pieces of legislation. If current delegations and appointments and authorisations are not in place, actions of a council officer exercising those powers could be legally challenged.

## CONSULTATION AND ENGAGEMENT

The supervisors of the relevant staff were consulted about the changes to be made.

### RESOLUTION 2017/33

Moved: Cr Cheryl McKinnon

Seconded: Cr Gavan Holt

That Council

1. In the exercise of the powers conferred by section 98(1) of the Local Government Act and the other legislation referred to in the attached instrument of delegation, resolves that:
  - (a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
  - (b) The instrument comes into force immediately the common seal of Council is affixed to the instrument.
  - (c) On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.
  - (d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
2. In the exercise of the powers conferred by section 224 of the Local Government Act and the other legislation referred to in the attached instrument of appointment and authorisation,

resolves that:

- (a) The members of Council staff referred to in the instrument be appointed and authorised as set out in the instrument.
  - (b) The instrument comes into force immediately the common seal of Council is affixed to the instrument, and remains in force until Council determines to vary or revoke them.
  - (c) The instrument be sealed.
3. Revokes all existing Instruments of Appointment and Authorisation (Planning and Environment Act 1987), effective from the date that the CEO approves the new instrument as attached.

**CARRIED**

UNCONFIRMED

**8.6 PLANNING APPLICATION 5225- IRRIGATION LAYOUT****File Number:** 5225**Author:** Alexandra Jefferies, Planning Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance

- Attachments:**
1. D & P Rothacker objection
  2. 2011 flood photos (provided by Rothackers)
  3. Western proposed layout
  4. North-east proposed layout
  5. Eastern proposed layout
  6. Proposed above ground storage basin
  7. Proposed draft conditions

**RECOMMENDATION**

That Council approve the development of earthworks for the purpose of irrigation shown on the plans and subject to the draft conditions attached.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Nil

**BACKGROUND****Proposal**

Planning application 5225 was lodged on 7 September 2016 for the development of irrigation earthworks on PF 31602300; located along the Calder Highway approximately 3.5 km from the Bridgewater Township.

**Subject site and locality**

The property is approximately 389 ha in total; the site is bound by the Calder Highway to the south west and Sebastian Road to the north. The site consists of a number of parcels and is an irregular shape, sharing boundaries with a number of land holders. The site has a section of Spring Creek running through the 'centre' of the site and the railway line also divides the most southern section of the site.



Subject site



Land subject to inundation overlay

### **Loddon Shire planning scheme**

#### 35.07 Farming Zone

The subject site is within the Farming Zone, the purpose of which is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.

- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

A planning permit is required for earthworks which change the rate of flow or the discharge point of water across a property boundary.

#### 44.04 Land subject to inundation overlay (LSIO)

The creek line is covered by the LSIO, the purpose of which is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies
- To identify land in a flood storage or flood fringe area affected by the 1 in 100 year flood or any other area determined by the floodplain management authority.
- To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity.
- To reflect any declaration under Division 4 of Part 10 of the Water Act, 1989 where a declaration has been made.
- To protect water quality in accordance with the provisions of relevant State Environment Protection Policies, particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria).
- To ensure that development maintains or improves river and wetland health, waterway protection and flood plain health.

A planning permit is required to undertake buildings and works within the LSIO. The proposed earthworks are only slightly within the LSIO as only the creek is covered by the overlay.

### **ISSUES/DISCUSSION**

#### **Notice and referral**

The application was advertised to adjoining property owners. The application has attracted one objection (see attachment) and accordingly has been referred to Council. The objection was based on the following grounds:

- The proposed irrigation works to the south of Spring Creek is likely to cause flooding to the dwelling, resulting in material detriment.
  - 1.
- Concerns that flooding will occur as a result of the proposed storage basin.
  - 2.
- The proposed earthworks on page 3 of 4 are against the natural flow path resulting in flooding.
  - 3.
- Concerns about dust effecting produce in paddocks when the land is being lasered.

The applicant revised the plans and removed the works to the west of Spring Creek that were likely to impact on the objectors dwelling.

The issue of flooding as a result of the storage basin is considered to be unlikely. In the event of a 1 in 100 flood event, if the basin was to be full or near full it is recognised that there could be an impact from the overflowing of the basin onto the objector's property. However it is considered that

the occurrence of flooding as a result of the basin alone is unlikely and can be managed through implementation of good farming practises.

The objector has also raised concern over the proposed layout of section 3 of 4 resulting in unnatural movement of water. The contours on this section of the plan show an east to west fall in the land. The proposed layout is consistent with this fall and is not considered to be a complete re-direction of water (refer to attachment: Eastern proposed layout).

The concerns raised regarding dust management during the lasering of the land is recognised as an issue that could negatively impact on the adjacent land. This point has been clearly communicated to the applicant who also recognises the potential for impacts. The planning permit will require that all dust during the development period be managed as to not detrimentally affect neighbouring property. If dust becomes an issue, any neighbouring property owners impacted are encouraged to contact Council officers who will then conduct a site visit, assess the situation and aim to have the applicant comply with the conditions of the planning permit.

### **Referral**

The application (including the section west of Spring Creek) was referred to North Central Catchment Management Authority (NCCMA) under Section 55 of the Planning and Environment Act, who provided conditional consent.

In the advice to the applicant/Council section of the response the following was noted:

- NCCMA has limited knowledge of the flood information available for this location.
  - 4.
- Anecdotal knowledge suggests that Spring creek is an active flow path and the development may be influenced by water from Spring Creek and/or localised flooding.
  - 5.
- NCCMA suggests that proposed channels are constructed with a minimum distance of 10% of any known floodways and the flow paths being constructed, including piped sections, to allow for movement of floodwater through the area.

The application was not re-referred once the plans were amended as it was not considered to require further assessment from NCCMA.

### **Assessment**

Although not wholly covered by an LSIO the subject site and surrounding land was inundated during the 2011 flood event. In light of this and the objection received the matter of inundation has been considered by the Planning Department.

As part of the assessment process the Planning Officer consulted with Council's Design Engineer who reviewed the plans. The section to the west of the creek raised concerns as it was considered likely to impact on the adjoining property and impact on the dwelling via flooding.

After raising these issues with the applicant, this section of works was removed from the proposal.

The outstanding concerns have also been considered by the Planning Department and Council's Design Engineer. It is not considered that flooding of the above ground basin is likely to occur without the event of a significant flood or that the proposal significantly changes the direction of flow.

The concern of dust impacts from the works being undertaken is also an issue which the Planning Department understands could result in material detriment if not controlled. The applicant is also

aware of this issue. If granted, the permit will contain specific conditions which will aim to control the impact of dust and place onus on the applicant to comply.

Overall the proposed earthworks are considered to be appropriate and the proposal is considered to be consistent with the purpose of the Farming Zone.

### **COST/BENEFITS**

Nil

### **RISK ANALYSIS**

As discussed within this report

### **CONSULTATION AND ENGAGEMENT**

Council's Planning Officer and Manager of Development and Compliance have consulted with the objectors and the applicant in the following manner:

- 2 June 2017- Meeting with the objectors at their residences allowing time to look at and discuss the proposed plans.
- 10 July 2017- meeting with the applicant to discuss objectors concerns.
- 30 August 2017- meeting with objectors to consider the revised/amended plans and discuss outcomes.

### **RESOLUTION 2017/34**

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council approve the development of earthworks for the purpose of irrigation shown on the plans and subject to the draft conditions attached.

**CARRIED**

**8.7 DISPOSAL OF WATER SUPPLY PIPELINES FROM SKINNER'S FLAT RESERVOIR, WEDDERBURN CARAVAN PARK RESERVOIR AND INGLEWOOD RESERVOIR****File Number:** 15/08/001**Author:** Indivar Dhakal, Manager Technical Services**Authoriser:** Peter Cownley, A/Director Operations**Attachments:**

1. GMW Water Expression of Interest
2. Sporting Clubs Water Usage Requirements

**RECOMMENDATION**

That Council:-

1. In view of the pending construction of the South West Loddon Pipeline, approve the disconnection and abandonment of the entire existing water supply pipeline network from Skinner's Flat Reservoir and Wedderburn Caravan Park Reservoir and notification of all affected pipeline users.
2. Endorse Council's involvement in stakeholder engagement meeting(s) between affected customers of the existing pipeline and GWM Water.
3. Consent to the handover to Grampians Wimmera Mallee (GWM) Water, of the ownership and management of the existing water supply pipeline from Inglewood Reservoir and that all affected users be notified.

Cr Gavan Holt declared a conflict of interest. The interest was an indirect financial interest due to him being a customer of the Skinner's Flat pipeline.

Cr Gavan Holt left the meeting at 3:54 pm.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Representatives of GWM Water briefed Council at the forum meeting held on 5 September 2017 regarding the installation of the South West Loddon Pipeline and the impact upon Council infrastructure.

**BACKGROUND**

GWM Water is currently undertaking the delivery of \$80 million pipeline project, namely the South West Loddon Pipeline Project (SWLPP) which will, as part of the development, connect the townships of Wedderburn, Inglewood and Bridgewater to a reliable stock and domestic water supply. The SWLPP project is jointly funded by the Commonwealth Government, State Government, customers and GWM Water.

Council owns and manages the Skinner's Flat Reservoir, Wedderburn Caravan Park Reservoir and Inglewood Reservoir including the pipe network supplying water from these reservoirs to private customers and sporting facilities.

A series of discussions have been held between Council Officers and the representatives of GWM Water regarding the future of these reservoirs, the existing pipeline and the impact upon the pipeline users.



**ISSUES/DISCUSSION****1. Skinner's Flat Reservoir**

Skinner's Flat Reservoir is situated north west of the township of Wedderburn and the water in the reservoir is used for recreational purposes as well as to supply stock/irrigation water to rural customers, Wedderburn Caravan Park Reservoir and sporting facilities in Wedderburn. The reservoir and the pipeline were built in 1929. The outlet pipeline from the reservoir is reinforced concrete (RC) and has never been replaced. The standard life of similar pipelines is normally around 100 years and as such, this pipeline is close to an age where the risk of requiring intervention is high.

During the discussions with GWM Water, it was agreed that the best outcome for Council was that the existing pipeline be abandoned and current customers, including the sporting reserves like Donaldson Park, Bowling Club, Tennis Club and Cricket Club, be advised of the opportunity to connect to the new SWLPP. This would eliminate the need for Council to replace the existing pipeline in the future and would reduce Council's financial liability towards maintaining the water supply infrastructure.

It was agreed that the Skinner's Flat Reservoir and the Wedderburn Reservoir would receive water from the SWLPP at the current rate of \$20 per ML which comes under the category of recreational lake supply. This will allow these facilities to be maintained at a level suitable for community use. The provision of water at the concessional recreational lake supply rate precludes the water being on-sold for other purposes.

The sporting reserves that currently receive water from the Skinners' Flat and Wedderburn Caravan Park pipeline will be required to be connected to the SWLPP with the tariff for such water varying according to the volume of the water used. The sporting facilities will be required to apply to GWM Water in the form of an Expression of Interest (EOI) for water connection and will need to sign a Heads of Agreement.

Similarly, all the rural customers currently connected to the Skinner's Flat Reservoir pipeline will need to apply to GWM Water for a water connection in the form of an EOI (refer Attachment 1) and will need to sign a Heads of Agreement.

The primary water allowance attached to these connections is 730KL with an additional 100KL of standard allowance for a total cost of \$730 per property. Additional standard water allowance can be purchased at \$2,500 per ML. The annual charge per annum rises from \$395.96 for nil usage to \$1,233.60 for 830KL per annum Usage

Connection fees are \$8,000 for "life style" properties and \$12,500 for the two existing farm properties and this is payable over 4-5 years at a variable interest rate (was 6.1% in 2016) reviewed annually.

**2. Wedderburn Caravan Park Reservoir**

The Wedderburn Caravan Park Reservoir was built in the 1880s and was initially used as the town water supply. With Wedderburn connected to Coliban Water's reticulated network, this reservoir was then used to fill tanks at the sporting facilities for irrigation purposes. The pipeline from this reservoir consists of a cast iron pipe for the first 300m and then asbestos cement pipe for the remaining distance. The pipe has not been renewed or replaced and is at an age where replacement may be required.

During the discussion with GWM Water, it was agreed that the existing pipeline be abandoned and the sporting facilities would be connected to the SWLPP.

The estimated usage figures for the sporting clubs are attached with the charge rate being approx. \$1.0306 per KL with a 40% discount for usage up to 5ML per annum and 25% discount for usage up to 10MLpa. The reservoir will receive water from the SWLPP at the current rate of \$20 per ML which comes under the category of recreational lake supply

### 3. Inglewood Reservoir

The Inglewood Reservoir was originally built in 1861. The pipeline was installed in 2008 to supply water to sporting facilities. The pipeline from the reservoir complies with current standards. During discussions with GWM Water, an opportunity to handover the management of the pipeline to GWM Water was identified and GWM Water has responded positively.

In addition, further grants from the State Government have been received to construct a new section of pipeline to connect more community facilities. It is proposed to handover all sections of pipeline including the new extension works.

GWM Water is planning to use the existing pipeline as an adjunct to the SWLPP. The reservoir will receive water from the SWLPP at the current rate of \$20 per ML which comes under the category of recreational lake supply. Existing sporting facility customers of the pipeline will be required to apply to GWM Water in the form of an EOI for water connection and will need to sign a Heads of Agreement. The estimated usage figures for the sporting clubs are attached with the charge rate being approx. \$1.0306 per KL with a 40% discount for usage up to 5ML per annum and 25% discount for usage up to 10MLpa.

As the recommended actions will affect the existing customers of the reservoirs including rural landowners, sporting Clubs and recreational facilities, it is essential that all the affected stakeholders be informed and the associated costs and benefits of the recommendation explained. It was also agreed that GWM Water will lead the consultation process and Council will facilitate and actively participate in the engagement.

#### **COST/BENEFITS**

There are no additional costs to Council associated with the proposed abandonment and handover of the existing pipelines. However, with the reservoirs currently being filled through natural catchment and reliability being seasonal, the proposed connection to SWLPP will provide a surety of water for recreational uses although it will incur a cost of approximately \$20 per ML. The exact total cost of water required will vary significantly depending on the water received from the reservoirs natural catchments. In addition, there will be standard annual meter fixed charges.

The benefit to the Community and Council is that a standard level of water in the reservoirs can be maintained for recreational purposes during drier seasons.

Of benefit to Council is that the financial liability in the form of renewal and maintenance of the aged existing pipelines will no longer exist. In addition the existing Skinners' Flat reservoir customers and rural landowners will have access to a reliable source of water, which is expected to be of a better quality than that currently received from the Skinners' Flat reservoir.

All the rural customers currently connected to the Skinner's Flat Reservoir pipeline will need to apply to GWM Water for a water connection in the form of an EOI (refer Attachment 1) and will need to sign a Heads of Agreement.

Owners of Rural Lifestyle properties will be required to make a once off capital contribution and "Growth Water Primary" of \$8,730 which can be paid off as a lump sum or over a 5 year period at an interest rate of 6.10% (as at 1 July 2016), which is reviewed annually. (farm enterprises capital contribution is \$12,500 plus Growth Water Charge)

The primary water allowance attached to this connection is 730KL with an additional 100KL of standard water allowance.

The overall annual charges are; Capacity charge, Metre charge, and Usage charge. If the full 0.830ML is used per annum, the cost would total \$1,233 per property. Additional standard water allowance can be purchased at \$2,500 per ML.

#### **RISK ANALYSIS**

One of the major risks identified with the recommendation is the impact upon the rural landowners and sporting facilities. However, by engaging the stakeholders the identified risk will be mitigated.

**CONSULTATION AND ENGAGEMENT**

This report has been prepared after significant discussion between Councillors, Council Officers and the representatives of GWM Water. It is further proposed to undertake stakeholder engagement workshops which will include all the affected customers and the sporting facilities.

**RESOLUTION 2017/35**

Moved: Cr Cheryl McKinnon

Seconded: Cr Colleen Condliffe

That Council:

1. In view of the pending construction of the South West Loddon Pipeline, approve the disconnection and abandonment of the entire existing water supply pipeline network from Skinner's Flat Reservoir and Wedderburn Caravan Park Reservoir and notification of all affected pipeline users.
2. Endorse Council's involvement in stakeholder engagement meeting(s) between affected customers of the existing pipeline and GWM Water.
3. Consent to the handover to Grampians Wimmera Mallee (GWM) Water, at no cost, of the ownership and management of the existing water supply pipeline from Inglewood Reservoir and that all affected users be notified.

**CARRIED**

Cr Gavan Holt returned to the meeting at 3:59 pm.

**8.8 PROVISION OF "FEE" FREE WASTE DISPOSAL DAYS**

**File Number:** 15/05/001  
**Author:** Steven Phillips, Manager Works  
**Authoriser:** Peter Cownley, A/Director Operations  
**Attachments:** Nil

**RECOMMENDATION**

That Council agree to:

1. The implementation of quarterly "Fee" Free waste disposal days in accordance with the following conditions:
  - (a) a maximum of 4 cubic metres per property and limited to general household waste, greenwaste, and mixed recyclables
  - (b) waste to not include tyres, refrigerators, freezers, air conditioners, mattresses, bricks & concrete and e-waste
  - (c) The service will be provided at the following sites and times unless otherwise advertised:
    - (i) Boort Landfill - Sunday from 1.00pm to 5.00pm
    - (ii) Pyramid Hill Landfill - Sunday from 8.00am to 12.00 Noon
    - (iii) Inglewood Transfer Station - Saturday from 8.00am to 12.00 Noon
    - (iv) Newbridge Landfill - Sunday from 1.00pm to 5.00pm
    - (v) Wedderburn Transfer Station - Sunday from 8.00am to 12.00 noon
    - (vi) Dingee Transfer Station - to be advertised
2. The estimated cost of \$12,000 per annum for the 4 events being charged to the Municipal Waste Charge.
3. The change in service being advertised two weeks prior to the week of "Fee" Free Disposal Days.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Councillors were presented with a report on the proposal to provide this new service at the Council Forum held on 5 September 2017.

**BACKGROUND**

Council requested that a report be provided to Council about the proposal to provide "fee" free waste disposal days at Council Landfills and Transfer Stations and that the impact upon the continuation of the annual kerbside hard waste collection be assessed.

Council considered the report at the Council Forum on 5<sup>th</sup> September 2017 and agreed to consider the recommendation at the following Council meeting.

Annual kerbside hard waste collection

Currently Council undertakes an annual kerbside hard waste collection day in March. This service is offered at the following locations:

|             |           |             |              |            |
|-------------|-----------|-------------|--------------|------------|
| Boort       | Dingee    | Korong Vale | Newbridge    | Tarnagulla |
| Borong      | Eddington | Laanecoorie | Pyramid Hill | Wedderburn |
| Bridgewater | Inglewood | Mitiamo     | Serpentine   | Wychitella |

The hard waste collection service is also offered to residents in the:

- Logan area, where they deposit their hard waste at a collection point located on the Logan-Kingower Road opposite the Avoca Forest Hotel and
- Fenton's Creek residents who leave hard waste at a collection point located adjacent to the Fenton's Creek Hall.

Items are required to be sorted into piles, i.e. metal items, recyclable items and white goods, with the total volume not exceeding 1 cubic metre in size. Excessive or unsorted piles are not collected.

The following items are not accepted as a part of the kerbside hard waste collection:

|                             |           |            |
|-----------------------------|-----------|------------|
| tyres                       | oils      | batteries  |
| paints and chemicals        | car parts | mattresses |
| TVs, computers and monitors | garbage   |            |

Landfills and Transfer Stations Estimated Waste Volumes and Fees Collected 2017-18.

At the ordinary Council meeting held in April, the fee structure for Waste Facilities was approved as part of the fees and charges for the 2017 - 2018 financial year. The 2017-18 fee structure now includes a charge for green waste and recyclables. The other significant change was that loads exceeding 4 cubic metres would not be accepted at any sites.

Table 1 has been provided for information and contains an estimate of the waste volumes and the fees estimated to be collected at landfills and transfer stations for the 2017 - 2018 financial year.

Table 1 - Estimation of Waste Volumes and Fees Collected for 2017 - 2018

| Site         | General Waste      | Est. Fees          | Green Waste          | Est. Fees          | Total Fees         |
|--------------|--------------------|--------------------|----------------------|--------------------|--------------------|
| Boort        | 263.2 cub.m        | \$7,369.63         | 712.8 cub.m          | \$7,127.50         | \$14,497.13        |
| Dingee       | 23.9 cub.m         | \$670.17           | 5.3 cub.m            | \$52.50            | \$722.67           |
| Inglewood    | 429.6 cub.m        | \$12,029.93        | 542.4 cub.m          | \$5,423.62         | \$17,453.55        |
| Newbridge    | 215.6 cub.m        | \$6,036.28         | 253.5 cub.m          | \$2,534.50         | \$8,570.78         |
| Pyramid Hill | 379.2 cub.m        | \$10,618.92        | 323.0 cub.m          | \$3,229.50         | \$13,848.42        |
| Wedderburn   | 190.5 cub.m        | \$5,334.52         | 475.2 cub.m          | \$4,751.59         | \$10,086.11        |
| <b>Total</b> | <b>1502 cub. m</b> | <b>\$42,059.44</b> | <b>2311.9 cub. m</b> | <b>\$23,119.21</b> | <b>\$65,178.66</b> |

**ISSUES/DISCUSSION**

It is proposed that Waste disposal "fee" free days be held for residents once per quarter at the following sites:

- Boort Landfill, Sunday 1pm to 5pm
- Pyramid Hill Landfill, Sunday 8am to 12pm
- Inglewood Transfer Station, Saturday 8am to 12pm
- Newbridge Landfill, Sunday 1pm to 5pm
- Wedderburn Transfer Station, Sunday 8am to 12pm

- Dingee Transfer Station as advertised

To ensure the service is only used by Residents, customers presenting at the landfill or transfer station will be required to provide proof of address by showing their licence or rate notice. This will also assist in reducing repeat usage as the disposal site can be restricted to the area identified in the document's address.

On these days residents can dispose of up to 4 cubic metres of general domestic waste free of charge, this includes the following:

- green waste
- mixed recyclables
- general household waste

The following items will not be included in a "fee" free disposal day as these items have additional third party costs associated with their disposal and therefore would need to be charged as per normal, these are:

- tyres
- bricks and concrete
- refrigerators, freezers & air conditioners
- mattresses
- E-waste.

It is expected that a "fee" free waste disposal day for every Landfill and Transfer Station site (6 sites) will result in a reduction of income of approximately \$3,000 per "fee" free day, this allows for some additional volumes being disposed of, due to no charge for that day.

It is estimated that there will be a reduction of waste disposal fees income of approximately \$12,000 per year.

The introduction of this new service will be evaluated at the end of the financial year and the results reported to Council for consideration in the preparation of the 2018-19 budget.

The kerbside hard waste collection service will continue and the take up of this service will be monitored. The estimated cost of delivering this existing service for the 2017 – 2018 financial year is \$43,950. An assessment of this new service will be made if a reduction of utilisation of the kerbside hard waste collection service decreases as a result of the "fee" free disposal days at our waste disposal sites.

### **COST/BENEFITS**

The expected cost is a reduction in income of \$12,000 from gate fees at our waste disposal sites. The \$12,000 will be funded from the Municipal Waste Charge.

The benefit of providing fee free days is to assist our communities in disposing of our waste appropriately.

### **RISK ANALYSIS**

The reduction of income will result in an increase in the Municipal Waste Charge. That the fee free days result in a further reduction of gate fees being collected as people take advantage of the fee free days, providing a greater reduction of gate fees collected than anticipated.

The fee free days will be monitored to assess the volumes of waste disposed.

### **CONSULTATION AND ENGAGEMENT**

To make residents aware of the arrangements each quarter, it is proposed to place an advertisement in the local media two weeks prior to the week of "Fee" Free Disposal Days, providing applicable times and conditions.

The Loddon Shire Finance Department and the Loddon Mallee Waste and Resource Recovery Group Executive Officer were consulted with in relation to this matter.

**RESOLUTION 2017/36**

Moved: Cr Colleen Condliffe

Seconded: Cr Cheryl McKinnon

That Council agree to:

1. The implementation of quarterly "Fee" Free waste disposal days in accordance with the following conditions:
  - (a) a maximum of 4 cubic metres per property and limited to general household waste, greenwaste, and mixed recyclables
  - (b) waste to not include tyres, refrigerators, freezers, air conditioners, mattresses, bricks & concrete and e-waste
  - (c) The service will be provided at the following sites and times unless otherwise advertised:
    - (i) Boort Landfill - Sunday from 1.00pm to 5.00pm
    - (ii) Pyramid Hill Landfill - Sunday from 8.00am to 12.00 Noon
    - (iii) Inglewood Transfer Station - Saturday from 8.00am to 12.00 Noon
    - (iv) Newbridge Landfill - Sunday from 1.00pm to 5.00pm
    - (v) Wedderburn Transfer Station - Sunday from 8.00am to 12.00 noon
    - (vi) Dingee Transfer Station - to be advertised
2. The estimated cost of \$12,000 per annum for the 4 events being charged to the Municipal Waste Charge.
3. The change in service being advertised two weeks prior to the week of "Fee" Free Disposal Days.

**CARRIED**

**8.9 NEIGHBOURHOOD SAFER PLACES (PLACES OF LAST RESORT)****File Number:** 11/05/001**Author:** Andrew Hamilton, Emergency Management Coordinator**Authoriser:** Allan Stobaus, Manager Community Support**Attachments:** 1. Neighbourhood Safer Places Plan September 2017**RECOMMENDATION**

That Council adopt the attached Loddon Shire Council Neighbourhood Safer Places Plan - September 2017, which includes and confirms designated Neighbourhood Safer Places within the municipality in the townships of Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

**CONFLICT OF INTEREST**

There are no conflicts of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

**PREVIOUS COUNCIL DISCUSSION**

At its ordinary meeting on 23 August 2010, Council adopted the initial Neighbourhood Safer Places (NSP) Plan which contains the Council NSP Assessment Criteria.

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

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

At ordinary meetings held in September in the years 2013 to 2016, Council has adopted the Loddon Shire Council Neighbourhood Safer Places Plan, which includes and confirms designated NSPs at Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

**BACKGROUND**

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

Councils in Victoria, under the ESLA Act are required to identify, certify, designate, establish and maintain NSPs within their municipal district. The flow chart in section one of the NSP Plan sets out the process followed when establishing a NSP.

In short this process includes:

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



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

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

## **ISSUES/DISCUSSION**

In compliance with Section 50J of the CFA Act, in June 2017, the CFA was requested to conduct the annual inspection of the current designated NSPs in Boort, Pyramid Hill, Bridgewater, Inglewood, Wedderburn and Serpentine. In August 2017 the CFA identified all current NSPs as compliant under the CFA Act.

In September 2017 Council's Emergency Management Coordinator conducted Council's re-assessment and has confirmed that the six current designated NSP sites are compliant with Council guidelines.

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

Subject to Council endorsement of the attached NSP Plan, an updated list of all designated Loddon Shire NSPs will be provided to the Authority by 30 September 2017.

## **COST/BENEFITS**

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

The cost of maintaining the NSPs contained within recreation reserves and at a local hall is borne by the associated committees of management for these facilities. The remaining NSP is located in an area which Council maintains through routine operations.

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

## **RISK ANALYSIS**

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

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

## **CONSULTATION AND ENGAGEMENT**

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

**RESOLUTION 2017/37**

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That Council adopt the attached Loddon Shire Council Neighbourhood Safer Places Plan - September 2017, which includes and confirms designated Neighbourhood Safer Places within the municipality in the townships of Boort, Bridgewater, Inglewood, Pyramid Hill, Serpentine and Wedderburn.

**CARRIED**

UNCONFIRMED

**9 INFORMATION REPORTS****9.1 INWARDS CORRESPONDENCE****File Number:** various**Author:** Christine Coombes, Executive and Commercial Services Officer**Authoriser:** Lynne Habner, A/Manager Executive and Commercial Services**Attachments:** 1. Australian Local Government Association - NGA Resolution**RECOMMENDATION**

That Council receives and notes the Inwards Correspondence.

| Date           | From  | Subject                              |
|----------------|---|--------------------------------------|
| 25 August 2017 | Mayor David O'Loughlin<br>President<br>Australian Local<br>Government Association | National General Assembly Resolution |

**RESOLUTION 2017/38**

Moved: Cr Gavan Holt

Seconded: Cr Cheryl McKinnon

That Council receives and notes the Inwards Correspondence.

**CARRIED**

**9.2 2016/17 END OF FINANCIAL YEAR VARIATION ANALYSIS****File Number:** 08/06/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council receives and notes the "2016/17 End of Financial Year Variation Analysis" Report.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

As part of the 2017/18 budget process, budget projections for the end of 2016/17 financial year were presented to Council in the form of a Revised Budget.

At the September Council Forum a brief snapshot at activity level of the major variations between the 2016/17 Revised Budget and the 2016/17 Actuals was presented. Explanations were given where variances existed outside Council's threshold of 10% or \$10,000.

**BACKGROUND**

The annual budget process requires that budget projections of the current financial year be undertaken to calculate the potential carried forward surplus that will form part of the next year's budget.

As this process is generally finalised in late March or early April, there are a further three months of activity to the end of June which may give rise to variations to the budget projections.

This report outlines the variations which have arisen between the budget projections made and the actual final results achieved at year end 30 June 2017.

**ISSUES/DISCUSSION**

The revised budget projections called for an end of financial year closing cash surplus position of \$1.8M. The actual cash surplus was \$2.1M, a positive variance of \$344K.

The monthly Finance Report tables are provided as Appendix 1 to this report, and include the budget, actuals, variance in dollars and percentage terms.

Whilst there are a number of variances, this report focuses on those which fall outside a 10% or \$10,000 threshold, whichever is the greater.

**SUMMARISED FINANCIAL RESULT**

The table below discloses the actual result for the year in comparison to the budget:

| Report item                       | 2016/17 Revised Budget<br>\$ | 2016/17 Actual<br>\$ | Variance of Actual to Budget<br>\$ | Variance of Actual to Budget<br>% |
|-----------------------------------|------------------------------|----------------------|------------------------------------|-----------------------------------|
| Revenue                           | (33,802,598)                 | (32,699,339)         | (1,103,258)                        | 97%                               |
| Expenses                          | 29,481,050                   | 28,349,923           | 1,131,127                          | 96%                               |
| <b>Net operating result</b>       | <b>(4,321,548)</b>           | <b>(4,349,415)</b>   | <b>27,869</b>                      | <b>101%</b>                       |
| Funding decisions                 | (5,234,192)                  | 4,446,921            | (9,681,111)                        | -85%                              |
| Capital expenditure               | 17,692,584                   | 7,783,597            | 9,908,987                          | 44%                               |
| Non cash adjustments              | (8,757,468)                  | (8,846,117)          | 88,648                             | 101%                              |
| Accumulated deficit b/f           | (1,181,908)                  | (1,181,908)          | 0                                  | 100%                              |
| <b>Net cash surplus/(deficit)</b> | <b>(1,802,531)</b>           | <b>(2,146,923)</b>   | <b>344,393</b>                     | <b>119%</b>                       |

## **INCOME**

Income for the year was \$32.7M representing a variance of 3% or \$1.1M lower than the budget of \$33.8M. Within the income items the following variances occurred:

### **Capital grants**

Capital grants were below the set budget by \$1.4M or 23%.

Instances where Council received income that was less than the budget were:

- Roads to Recovery funding of \$2.45M, where less capital works projects were completed and lower claims able to be made as an offset.

Instances where Council received income that was greater than budget were:

- accrued flood recovery funding of \$1.1M where small claims are being made along the way and more claims still yet to be submitted.

### **Recurrent contributions**

Recurrent contributions were more than the budget by \$65K or 56%.

Instances where Council received income that was greater than budget were:

- corporate training where there is to be a group purchase contribution scheme towards the project for online training of \$47K
- additional funding for the playground at the Serpentine Pavilion from the local playgroup of \$17K.

### **Interest income**

Interest income was higher than the budget by \$46K or 11%. This is due to the availability of extra cash for investments due to delays in some large capital works projects and up front funding.

### **Reimbursements**

Reimbursements were more than the budget by \$42K of 14%.

Instances where Council received income that was greater than budget were:

- within the private works area due to the approval of a large WorkCover reimbursement claim of \$69K.

## **EXPENDITURE**

Expenditure for the year was \$28.35M representing a variance of 4% or \$1.13M below budget. Within the line items the following variances occurred:

### **Materials and services**

Materials and services were \$1.1M or 13% lower than the set budget; the main reasons are outlined below.

Items below budget include:

- lower than expected expenditure on the landfill and tip works due to a decrease in the required rehabilitation provision of \$500K
- Home and Community Care (HACC) packaged care program of \$354K with the program now delivered by an external organisation and with lower income to offset as a result.

Items above budget:

- flood restoration works of \$0.9M, with an increase in expected income to offset works.

**Utilities**

Utilities were \$87K or 21% higher than budget; the main reasons are outlined below.

Items above budget:

- caravan park water expenditure was higher by \$28K due to the dry summer and the additional watering required to keep the grass alive especially at the Bridgewater Caravan Park
- swimming pool water expenditure was higher by \$21K due to a major leak in one of the pools which has now been rectified.

**Loss on sale of assets**

There is no budget allocation for the loss or profit on the sale of assets due to its unpredictable nature. There was a \$30K loss for the 2016/17 financial year. This relates to the sale of plant and equipment. In 2015/16 this was a loss of \$105K.

**Bad debts expense**

There is no budget allocation for bad debts expenses due to its unpredictable nature. There was a \$34K cost to Council for the 2016/17 financial year. In 2015/16 this was a cost to Council of \$22K.

**CAPITAL EXPENDITURE**

Capital expenditure was \$7.78M representing a variance of 66% or \$9.91M below the set budget of \$17.7M.

**Furniture and office equipment**

Furniture and office equipment were 45% or \$145K below the set budget of \$263K.

The main variances below budget which are offset by reserve transfers were:

- IT strategy implementation of \$122K, with many projects still in the planning phase.

**Land and buildings**

Land and buildings were 50% or \$0.9M below the set budget of \$1.86M.

The main variances below budget which are offset by reserve transfers were:

- community planning strategic fund of \$500K
- operations centre expansion of \$42K
- livestock and domestic pound of \$54K.

These projects have all been carried forward into 2017/18 and are expected to be completed by 30 June 2018.

**Plant and equipment**

Plant and equipment was 81% or \$1.4M below the set budget of \$1.77M.

The main variance was the delay in delivery of new plant and fleet due to policies being updated to guide the purchase of these items.

**Roads infrastructure**

Roadworks were 38% or \$3.1M below the set budget of \$8.1M.

The main variances below budget which are offset by reserve transfers were:

- \$149K of incomplete local road safety program projects
- \$1.8M of incomplete local road construction projects
- \$73K of local road shoulder sheet projects
- \$133K of incomplete bridge construction projects

Items below budget:

- reseal program of \$185K due to a competitive tendering process, all jobs were completed with savings
- local road gravel resheets of \$228K due to more efficient work practices and a cheaper supply of gravel.

### **Urban and road drainage**

Urban and road drainage were 67% or \$458K below the set budget of \$682K.

This is due to \$458K of uncompleted works that have been carried forward into the 2017/18 financial year for completion.

### **Recreation, leisure and community facilities**

Recreation, leisure and community facilities were 40% or \$167K below the set budget of \$426K.

The main variances below budget which are offset by reserve transfers were:

- \$100K Captain Melville trail project.

Items below budget:

- \$26K for various swimming pool capital projects.

### **Parks, open space and streetscapes**

Parks, open space and streetscapes were 87% or \$3.3M below the set budget of \$3.8M.

The main variances below budget which are offset by reserve transfers were:

- Wedderburn streetscape project of \$1.8M
- Pyramid Hill streetscape project of \$610K
- Inglewood pool upgrade of \$316K
- Bridgewater foreshore project of \$319K.

### **Footpaths**

Footpaths were 49% or \$394K below budget of \$780K.

The main variances below budget which are offset by reserve transfers were:

- \$651K for the various projects within Pyramid Hill
- \$102K for the Serpentine car park projects.

### **FUNDING DECISIONS**

Funding decisions were \$9.7M or 85% higher than expected within the budget.

### **Transfers to reserves**

Transfers to reserves were \$7.6M higher than the set budget.

The main reasons were:

- Unspent Grants Reserve was \$3.6M above budget which represents funds received for a variety of projects that remained unspent at 30 June 2017

- Capital Expenditure Reserve was \$3.14M above budget which represents projects that will now be added to the 2017/18 program
- Community Planning Reserve was \$901K above budget which represents projects that are either incomplete or will not commence until 2017/18.

### **Transfers from reserves**

Transfers from reserves were \$1.8M below budget.

#### The main reasons were:

- Plant Replacement Reserve was \$539K below budget due to the delay in plant replacement equipment delivery
- Urban Drainage Reserve was \$388K below budget with projects still to be completed from the 2016/17 program.

### **Proceeds from sale of assets**

Proceeds from sale of assets was \$217K below budget.

#### The main reasons were:

- plant replacement program has been delayed and is expected to recommence during 2017/18
- fleet replacement program has been delayed with a draft policy being reviewed which details the changeover type and periods for all fleet.

### **SUMMARY**

In summary, at the end of the financial year Council earned a surplus of \$344K in excess of expectation.

There are many variances throughout the different elements of the financial statements, however, it can be reported that:

- Council used Capital Expenditure, Community Planning and Unspent Grants Reserves to capture any financial items that were not effected in 2016/17 and will be completed in 2017/18 or subsequent years
- savings in many areas of the accounts were realised due to strong financial management by the officers responsible for delivering projects and programs.

### **COST/BENEFITS**

The benefit of Council receiving a variation report of actual to projected budget is that it gives Council an understanding of the difference in the cash surplus position and keeps Council fully informed.

### **RISK ANALYSIS**

The provision of a variance to budget report to Council minimises the risk of Council not understanding the financial position at year end, and provides reasons for carry over projects.

### **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 for the Budget, and regular reporting provides a mechanism for monitoring the financial outcomes of Council against the Budget.



**RESOLUTION 2017/39**

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That Council receives and notes the "2016/17 End of Financial Year Variation Analysis" Report.

**CARRIED**

UNCONFIRMED

**10 COMPLIANCE REPORTS****ITEMS 10.1 TO 10.4 WERE DEALT WITH ENGLOBO.****10.1 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 persons named in this report as members of the Pyramid Hill Memorial Hall Section 86 committee of management, effective immediately.

Wendy Gladman declared a conflict of interest for agenda item 10.3 as she is the treasurer of the committee of management for the Serpentine bowls and tennis pavilion. The nature of the interest is an indirect interest – conflicting duty.

Mrs Gladman left the meeting at 4.23pm

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Pyramid Hill Memorial Hall Committee of Management on 22 November 2016.

**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 Memorial Hall is a community based committee with preferred 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        |
| Kate Wood      | Treasurer        |
| Betty Mann     | Committee Member |
| Bill Quinn     | Committee Member |
| Cheryl Bartels | Committee Member |
| Jan Vincent    | 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

#### RESOLUTION 2017/40

Moved: Cr Gavan Holt  
Seconded: Cr Colleen Condliffe

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

**CARRIED**

**10.2 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-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 persons named in this report as members of the Boort Business and Tourism Council Section 86 committee of management, effective immediately.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Boort Business and Tourism Council Committee of Management on 22 November 2016.

**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 preferred representation requiring at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

| <b>Name</b>       | <b>Position</b>        |
|-------------------|------------------------|
| Michele Ashton    | President              |
| Paul Haw          | Vice President         |
| Suzi Kirkham      | Secretary              |
| Kerri Bedford     | Treasurer              |
| Cindy Brown       | Administration Officer |
| Cleo Lanyon       | Committee Member       |
| Kelly Hird        | Committee Member       |
| Stacey Streader   | Committee Member       |
| Barry Barnes      | Committee Member       |
| Kathryn Lanyon    | Committee Member       |
| Sharlene Stringer | Committee Member       |
| Craig Scott       | Committee Member       |
| Marilyn Lanyon    | Committee Member       |

The Council representative for this committee is Cr Neil Beattie.

Boort Business and Tourism Council has expressed interest in merging with Boort Development Committee. The re-appointment of the section 86 committee will remain in place until the terms of the merger are finalised and a new deed of delegation or management agreement established.

**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

**RESOLUTION 2017/41**

Moved: Cr Gavan Holt  
Seconded: Cr Colleen Condliffe

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

**CARRIED**

**10.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-SERPENTINE BOWLS AND TENNIS PAVILION**

**File Number:** 02/01/034

**Author:** Michelle Hargreaves, Administration Officer

**Authoriser:** Sharon Morrison, Director Corporate Services

**Attachments:** Nil

**RECOMMENDATION**

That Council appoints the persons named in this report as members of the Serpentine Bowls and Tennis Pavilion Section 86 committee of management, effective immediately.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Serpentine Bowls and Tennis Pavilion Committee of Management on 28 July 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**

Serpentine Bowls and Tennis Pavilion 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                      | Organisation             |
|---------------------------|--------------------------|
| Dale Lewis                | Community Representative |
| Brian Gladman (President) | Serpentine Bowls Club    |
| Wendy Gladman (Treasurer) | Serpentine Bowls Club    |
| Gordon Addlem (Secretary) | Serpentine Tennis Club   |
| John Addlem               | Serpentine Tennis Club   |

The Council representative for this committee is Cheryl McKinnon.

Serpentine Bowls Club Incorporated has expressed interest in moving to a management agreement. The re-appointment of the section 86 committee will remain in place until the management agreement is finalised and the deed of delegation rescinded by Council in a future meeting.

**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.

**RESOLUTION 2017/42**

Moved: Cr Gavan Holt  
Seconded: Cr Colleen Condliffe

That Council appoints the persons named in this report as members of the Serpentine Bowls and Tennis Pavilion Section 86 committee of management, effective immediately.

**CARRIED**

**10.4 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-  
BRIDGEWATER ON LODDON DEVELOPMENT COMMITTEE**

**File Number:** 02/01/047

**Author:** Michelle Hargreaves, Administration Officer

**Authoriser:** Sharon Morrison, Director Corporate Services

**Attachments:** Nil

**RECOMMENDATION**

That Council appoints the persons named in this report as members of the Bridgewater on Loddon Development Section 86 committee of management, effective immediately.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council approved the current list of committee members for Bridgewater on Loddon Development Committee of Management on 23 August 2016.

**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**

Bridgewater on Loddon Development is a community based committee with preferred 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         |
|------------------|------------------|
| Shannon Brown    | President        |
| Graham Morse     | Vice President   |
| Christine Wattie | Secretary        |
| Kathy Bowen      | Treasurer        |
| Fred Shea        | Committee Member |
| Steve Brown      | Committee Member |
| Jenny Hosking    | Committee Member |
| Graham Hosking   | Committee Member |
| David Edwards    | Committee Member |
| Leanne Edwards   | Committee Member |
| David Hanna      | Committee Member |
| Leigh Hanna      | Committee Member |
| Rob Eastley      | Committee Member |
| Amanda Eastley   | Committee Member |
| Tim Ferguson     | Committee Member |
| Mick Balaz       | Committee Member |

The Council representative for this committee is 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

#### **RESOLUTION 2017/43**

Moved: Cr Gavan Holt

Seconded: Cr Colleen Condliffe

That Council appoints the persons named in this report as members of the Bridgewater on Loddon Development Section 86 committee of management, effective immediately.

**CARRIED**

Mrs Gladman returned to the meeting at 4.24pm.

**10.5 REVIEW OF SECTION 86 COMMITTEES****File Number:** 02/01/005**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Wendy Gladman, A/Chief Executive Officer**Attachments:**

1. Draft Instrument of Delegation
2. Draft Management Agreement

**RECOMMENDATION**

That, subject to finalisation of the documentation following receipt of feedback from the committees, Council endorse the:

1. Review of the delegations to Section 86 committees and recommended responses to identified issues as contained in this report
2. Draft Instrument of Delegation to be offered to unincorporated Section 86 committees managing council assets
3. Draft Management Agreement to be offered to incorporated associations managing council assets

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

A detailed paper on the review of the Section 86 committee delegations was discussed at the September Council Forum on 5 September 2017.

**BACKGROUND**

Section 86(6) of the Local Government Act (the Act) states that “the Council must review any delegations to a special committee in force under this section within the period of 12 months after a general election.”

This report provides a summary of the review of delegations to special committees in force under section 86(6) of the Act.

**Legislation Background**

Committees can be created under Section 86 of the Act (Section 86 committees), which states:

(1) In addition to any advisory committees that a Council may establish, a Council may establish one or more special committees of the following—

- (a) Councillors;
- (b) Council staff;
- (c) other persons;
- (d) any combination of persons referred to in paragraphs (a), (b) and (c).

(2) A Council may appoint members to a special committee and may at any time remove a member from a special committee.

(3) Except as provided in subsection (4), a Council may by instrument of delegation delegate any of its functions, duties or powers under this or any other Act to a special committee.

(4) A Council cannot delegate to a committee the following powers—

- (a) the power of delegation;
- (b) to declare a rate or charge;
- (c) to borrow money;
- (d) to enter into contracts for an amount exceeding an amount previously determined by the Council;
- (e) to incur any expenditure exceeding an amount previously determined by the Council;
- (f) any prescribed power.

(5) A Council may require a special committee to report to the Council at intervals determined by the Council.

(6) The Council must review any delegations to a special committee in force under this section within the period of 12 months after a general election.

The Instrument of Delegation (IOD) mentioned in the Act is the document that states the delegated activities the Council authorises the committee to undertake on its behalf. In this paper it is also referred to as a Deed of Delegation.

### Sector Background

The Local Government Investigations and Compliance Inspectorate (the LGICI) released a report on 18 August 2017 on a recent investigation at Central Goldfields Shire Council. At page 15 of the report the LGICI made the following observations:

**5.3.1 Delegations:** Most of the delegations were issued around 1995 and had not been updated in that time

**5.3.4 Minutes of meetings:** The IOD for each special committee outlines the minimum number of meetings to be held annually; only four committees met these requirements, submitted minutes and held annual general meetings in each of the years reviewed.

**5.3.5 Financial reports:** Several special committees held active bank accounts without significant balances. While bank accounts are notionally managed by the committees themselves, the funds belong to council and are required to be reported annually at a minimum. This helps to alleviate the potential risks of the misappropriation of funds.

The majority of special committees had not provided financial statements to council on an annual basis.

There is also some suggestion within the sector that the current review of the Local Government Act may result in the Section 86 committees being significantly altered.

### Committee Background

Historically Council has put Section 86 committees in place where a voluntary community committee has undertaken a function on behalf of Council.

There are varying uses for Section 86 committees. Currently Council has committees managing recreation reserves/parks, a swimming pool, halls/community centres, elderly persons units, aerodromes, development, and tourism sites and events, etc.

As at 30 June 2017 Council has 29 special committees:

- Boort Aerodrome
- Boort Business and Tourism Council
- Boort Development
- Boort Memorial Hall
- Boort Park
- Bridgewater on Loddon Development (Hall)
- Campbell's Forest Hall
- \*\*Dingee Progress Association
- Donaldson Park Reserve, Wedderburn
- East Loddon Community Centre
- Inglewood Community Sports Centre
- Inglewood Lions Community Elderly Persons Units
- \*\*Inglewood Riding Club Inc
- Inglewood Town Hall
- Jones Eucalyptus Distillery Site
- Kingower Development and Tourism
- Korong Vale Mechanics Hall
- Korong Vale Sports Centre
- Little Lake Boort
- Loddon Southern Tourism and Development
- Mitiamo Municipal Recreation Reserve
- Pyramid Hill Memorial Hall
- Pyramid Hill Swimming Pool
- Serpentine Bowls and Tennis Reserve
- Wedderburn Community Centre
- Wedderburn Engine Park
- Wedderburn Mechanics and Literary Institute Hall
- Wedderburn Tourism
- Yando Public Hall

\*\* currently incorporated

Each special committee has its own Instrument of Delegation (IOD) based on a standard template.

As Section 86 committees are custodians of the community's money, Council's Instrument of Delegation for Section 86 committees includes a requirement for an annual audit of the financial statements, as follows:

1. The committee shall submit to the Annual General Meeting the audited Financial Statements:
  - a. For Section 86 committees of management an external audit of their financial statements by a commercial auditing firm is required when they have:
    - i. a turnover of greater than \$50,000 in the financial year, or
    - ii. cash holdings of greater than \$50,000 at any time during the financial year
  - b. Section 86 committees of management will be required to provide their financial information to Council's Finance Department which will undertake a transactional audit when they have:

- i. a turnover of less than \$50,000 in the financial year, and
- ii. cash holdings of less than \$50,000 during the financial year.

There have been numerous compliance issues with committees not returning information to Council as required under the Act or Instrument of Delegation. These include:

- minutes of meetings
- lists of members annually
- annual financial statements
- “Usage of Public Hall’s/Facilities” form

### Policy Background

In 2013 Council undertook an audit of Section 86 committees and identified a number of committees that were also incorporated entities.

This caused some concerns around:

- duplication in reporting requirements to Council and to the Department of Justice
- committees incorrectly believing that Council was covering their Incorporated Associations with public liability insurance cover.

Council discussed the purpose of Section 86 committees, and came up with the two main reasons for their existence:

1. to provide a Council function at a local level from within the community
2. to provide the committee with public liability insurance

To provide certainty around the creation and disbandment of Section 86 committees, Council adopted a Section 86 Committee of Management Policy on 28 January 2014. The policy position of Council covers creation, support and disbandment of Section 86 committees.

### Management Agreements

In 2015 work commenced transitioning Section 86 committees to Management Agreements.

Management Agreements require a legal entity such as an incorporated association.

The following table outlines information about Section 86 committees and how they differ from incorporated associations:

| Details                 | Section 86 committee with Instrument of Delegation  | Incorporated Association with Management Agreement                                 |
|-------------------------|---|--|
| Committee name          | [committee] Committee of Management   | [committee] Incorporated   |
| Guiding Legislation     | Section 86 of the Local Government Act 1989   | Associations Incorporation Reform Act 2012   |
| Authority to act        | Statutory through Instrument of Delegation  | Contractual through Management Agreement   |
| Governance document     | Instrument of Delegation  | Rules of an incorporated association / Model rules                                 |
| Governance reporting    | Loddon Shire Council  | Department of Justice (Consumer Affairs)   |
| Reporting of membership | Following the AGM, provide Council with a list of nominated members that must be adopted by Council at an Ordinary Meeting to formalise that membership | Register of members (Section 56 of the Associations Incorporation Reform Act 2012) |
| Minimum membership      | As per Instrument of Delegation   | As per Rules of an incorporated association / Model rules                          |

| Details                    | Section 86 committee with Instrument of Delegation  | Incorporated Association with Management Agreement  |
|----------------------------|---|---|
| Financial reporting        | As per Instrument of Delegation   | As per Part 7 of the Associations Incorporation Reform Act 2012   |
| Auditing                   | As per Instrument of Delegation   | As per Part 7 of the Associations Incorporation Reform Act 2012   |
| Inspection of documents    | Minutes of meetings must be provided to the public by Council upon request (except for in-camera minutes) | Section 53 of the Associations Incorporation Reform Act 2012 – rules of the association and minutes of general meetings are available to members of the association   |
| Contact with politicians   | Not allowed under Instrument of Delegation  | Unless prohibited by the Act or the Management Agreement, committee can contact a politician  |
| Public liability insurance | Provided by Loddon Shire Council <u>when committee acts within delegation</u>                             | Council's public liability insurance will protect members when acting within the functions outlined in the Management Agreement<br><br>Must have own public liability insurance in incorporated entity's name to protect individual members of the committee when undertaking committee activities outside functions outlined in Management Agreement |

Based on the above table, the key differences for an entity are who they report to and whether they can contact a politician.

As a result of the discussion a plan was developed for the transition of Section 86 committees to Management Agreements.

The key obstacle in the implementation of the plan is the frustrations of some committees which recently incorporated and were then told to unincorporate and are now being told to incorporate again in order to enter into a Management Agreement. It is understood that the initial request to incorporate came about when there were changes to insurance coverage. The subsequent request to unincorporate arose when it was realised how expensive the insurance was for an incorporated group and Council wished to provide committees of management with insurance coverage.

Another obstacle is the resourcing required to implement the plan including identifying existing incorporated groups willing to take on delegated functions of Council or supporting existing unincorporated groups to incorporate and enter into Management Agreements.

## ISSUES/DISCUSSION

As part of the review of delegations to Section 86 committees the aim was to provide members of Section 86 committees and Council officers with a clear understanding of the objectives of the Section 86 committee and the duties of various officers and Section 86 committee members.

After meetings with council officers and Section 86 committees it became clear that the key issues to be addressed included:

1. better understanding of insurance coverage
2. maintenance obligations/expenses including reference to Building Asset Management Plan
3. equitable allocation of council funds and annual review of amounts

4. improved documentation and advice to support consistent management of facilities including seasonal user agreements, governance manual,
5. resolution of status of development/progress/tourism groups as either Section 86 committees or Incorporated Associations
6. reducing the reporting burden on Section 86 committees and the administration requirements on staff
7. gaining an understanding of how other councils manage similar issues

Responses to some of these issues will help to provide a clearer business case for use of Management Agreements.

Each of these issues is dealt with below.

### **Issue 1: Insurance**

Council has communicated with legal advisors and the insurance company about the potential to put Management Agreements in place for community facilities where an incorporated entity or incorporated entities jointly would be the parties to the Management Agreement, instead of the current option of Section 86 committees. Both the legal advisors and the insurance company have provided advice that this is a valid option.

The Management Agreement, like a Section 86 committee Instrument of Delegation, would outline the responsibilities of the committee and Council in relation to the community facility.

Section 86 committees have been a preferred option in the past due to Council being able to protect committees with public liability insurance. Under the Management Agreement, public liability insurance would still be available to the committee as Council's policy includes:

“Voluntary workers (including incorporated non-remunerated volunteer management committees carrying out delegated functions, powers and duties of the Participant) all whilst acting in that capacity within the scope of their duties for and on behalf of the Participant”.

**Note:** for this purpose Council is the participant.

If incorporated associations tried to access insurance independently the estimated cost is approximately \$1500.

**Recommendation 1:** when developing an IOD or Management Agreement note that the insurance applies while the entity is carrying out delegated functions, power and duties of Council therefore ensure that the delegated functions, powers and duties provide adequate insurance coverage.

**Recommendation 2:** Management Agreements be considered where advantages outweigh the disadvantages.

### **Issue 2: Maintenance Obligations**

After consultation with key staff, a table of maintenance obligations has been developed to provide more transparency for facility managers such as Section 86 committees and officers. The table is consistent with the Building Asset Management Plan and is included in the draft Deed of Delegation and the draft Management Agreement attached to this report.

**Recommendation 3:** use a standard template for both Deed of Delegation and Management Agreements striking through irrelevant items.

### **Issue 3: Allocation of Funds**

The allocation of funds was not considered an integral part of the review of the Section 86 delegations as the allocation of funds takes place irrespective of the status of the group managing a function on behalf of council. The Community Support Policy provides further detail on this matter.

**Issue 4: Improved documentation and advice**

A range of material is available to Section 86 committees and is available on the Council's website or is in the process of being developed as set out below.

| Section              | Topic  | Status           |
|----------------------|--|------------------|
| Council information  | CI01 Council contact details                             | Published        |
| Good governance      | GG01 What is good governance                             | Not started      |
| Good governance      | GG02 Succession planning                                 | Published        |
| Good governance      | GG03 Conflicts of interest                               | Published        |
| Good governance      | GG04 Meeting procedures                                  | Published        |
| Forms                | F01 Meeting agenda                                       | Not started      |
| Forms                | F02 Usage of public halls/facilities                     | Published        |
| Insurances           | I01 Insurance  | Work in progress |
| Insurances           | I02 Public liability                                     | Work in progress |
| Legal and compliance | LC01 Local Government Act 1989                           | Published        |
| Legal and compliance | LC02 Section 86 committee of management Policy           | Published        |
| Legal and compliance | LC03 Legal obligations of Section 86 committees          | Published        |
| Legal and compliance | LC04 Compliance with Instrument of Delegation            | Work in progress |
| Legal and compliance | LC05 Exemption from Primary and Ordinary Returns         | Published        |
| Reporting            | RP01 General reporting and Financial Report Requirements | Published        |
| Regulatory services  | RS01 Food and health safety requirements                 | Published        |
| Regulatory services  | RS02 Health requirements                                 | Not started      |
| Regulatory services  | RS03 Building requirements/regulations                   | Work in progress |
| Regulatory services  | RS04 Onsite wastewater operations and maintenance        | Published        |

**Recommendation 4:** Finalise, publish and promote this work and the use of it by both Section 86 committee members and council staff.

**Issue 5: Development/progress/tourism committees**

Boort Business and Tourism have approached Boort Development regarding amalgamating the two groups. Dingee Progress Association has indicated that it is happy to enter into a Management Agreement subject to adequate insurance for the purpose of managing the Dingee Progress Park.

Staff have indicated that other development/progress/tourism committees are willing to become incorporated rather than being Section 86 committees subject to adequate insurance to cover their activities.

In order to continue to support these committees with insurance it is necessary to acknowledge that the committees are performing a function, power or duty of Council.

**Recommendation 5:** Support development/progress/tourism committees to transition to incorporated association status and establish Management Agreements in relation to their delegated function, power or duty.



**Issue 6: Reporting and administration burden**

Instruments of Delegation currently have the following table setting out reporting obligations of Section 86 committees.

| SOURCE                   | ACTION  | DUE DATE  |
|--------------------------|---|---|
| Section 86(5) of the Act | Report to the Council at intervals determined by the Council.         | As set out in the Instrument of Delegation      |
| Delegation               | Provide copy of all minutes of meetings                               | Within 14 days following the meeting            |
| Delegation               | Arrange for audit of Financial Statements                             | Must be available for Annual General Meeting    |
| Delegation               | Hold Annual General Meeting   | Within 90 days of end of financial year         |
| Delegation               | Provide copy of minutes of Annual General Meeting                     | Within 14 days following the meeting            |
| Delegation               | Provide certified copy of audited Financial Statements                | Within 30 days of receipt                       |
| Delegation               | Provide an estimate of the number of hiring's and types of each event | 1 May each year                                 |
| Delegation               | Submit "Usage of Public Hall's/Facilities" form                       | Every January, April, July and October          |
| Delegation               | Provide a listing of all members of the committee                     | Within 14 days after the Annual General Meeting |

There has been some suggestion that a Management Agreement would reduce the amount of reporting however on closer analysis it appears to reduce the administrative burden on Council but only shift the reporting burden of the committee to the Department of Justice.

**Recommendation 6:** Consider other ways to reduce the reporting and administration burden on council officers and committees including reducing the frequency of reporting to quarterly at most.

**Issue 7: Alternative Approaches**

In November 2016 Council undertook a benchmarking exercise across the sector to discover how other councils are responding to similar issues. Responses were received from nine other Councils. Of particular interest were the following:

- Macedon Ranges has established an overarching incorporated body called Macedon Ranges Community Halls Inc (MRCH Inc). It has representation from each of the community halls on its Board of Management and also includes Council representation as a non-voting member. The benefits are one set of annual accounts and a reduction in the compliance workload and cost for each hall committee. Individual leases are being developed between MRCH Inc and the Council which will be administered by the individual hall committees along with their own management and finances.
- Mount Alexander Shire Council are in a similar position to Loddon with 20 active Section 86 committees mostly for recreation and hall facilities. They are looking to reduce the number of Section 86 committees by:
  - moving them to Management Agreements or
  - bringing the management of the facilities in house or
  - 'archiving' the facilities
- Mildura Rural City Council was interested in hearing the results of the benchmarking. It is understood that they have a central booking system with remote key access (coded boxes at facilities).

- At the time of benchmarking, Cardinia Shire Council was considering establishing advisory committees for recreation reserves and taking over the maintenance of the facilities, recognising that there is an ongoing cost associated with this approach but balancing that with the cost of administering section 86 committees. Cardinia Shire Council was also keeping a watching brief on the provisions of the new Local Government Act where 'facility management committees' are being considered. For hall committees, Cardinia was in the process of establishing a central booking system, again recognising that there is a cost involved.
- Benalla Rural City Council has requested that all committees become incorporated and have engaged resources to assist with the paperwork and transition. Each committee paid their own incorporation costs.
- Horsham Rural City Council has approximately 30 committees and has recently explored alternative governance arrangements. Most committees have become Advisory committees with a councillor on the committee and a Council officer allocated to the committee. This removed the administrative burden of being on a committee and created a forum for interested and engaged community members to have input into their facility, park or activity. A simple Terms of Reference was established for each committee covering purpose, membership and meeting frequency. Bank accounts have been closed and money transferred to council into a reserve for the facility. Meetings have been occurring and the groups are now focussing on longer term developments for their project/area. Council Report and Terms of Reference are available from Horsham Rural City Council.

Community halls presented a different challenge with the solution being the creation of a single Section 86 committee (the Community Halls committee of management). Each of the Hall committees is an administrative sub-committee of the larger Special committee.

Three of the previous Section 86 committees became Incorporated Associations and were issued a management/licence agreement.

A project officer was engaged to implement the above changes.

**Recommendation 7:** Periodically consider whether the above approaches have application at Loddon Shire Council.

### Summary

After considering the above issues in the review of delegations to Section 86 committees, it is further recommended that the Section 86 Committee of Management Policy be reviewed to reflect the recommendations listed above.

**Recommendation 8:** Review the Section 86 Committee of Management Policy

### SUMMARY

This report contains an overview of the review of delegations to special committees. In response to this review, a draft instrument of delegation has been prepared and will be forwarded to existing section 86 committees for review. A draft is attached to this report for noting by councillors. A draft Management Agreement has also been prepared to respond to issues identified during the review of delegations. This draft will be provided to incorporated groups interested in managing council facilities/functions. A draft is attached to this report for noting by councillors.

### COST/BENEFITS

The cost of reviewing Section 86 committee delegations is contained within the operational budget. The benefit of reviewing Section 86 committee delegations is compliance with legislation and an opportunity to improve the service delivered to the community.

**RISK ANALYSIS**

The risk of not reviewing the Section 86 committees can be seen in the reputation impact experienced by Central Goldfields Shire Council recently in not providing evidence of reviewing most Instruments of Delegation since 1995. There is also a risk that services for the community may not be suitable.

**CONSULTATION AND ENGAGEMENT**

This report has been developed with the benefit of significant amounts of consultation and engagement including:

- internal stakeholders
- sector benchmarking
- several section 86 committees
- discussion with councillors.

**RESOLUTION 2017/44**

Moved: Cr Cheryl McKinnon

Seconded: Cr Colleen Condliffe

That, subject to finalisation of the documentation following receipt of feedback from the committees, Council endorse the:

1. Review of the delegations to Section 86 committees and recommended responses to identified issues as contained in this report
2. Draft Instrument of Delegation to be offered to unincorporated Section 86 committees managing council assets
3. Draft Management Agreement to be offered to incorporated associations managing council assets

**CARRIED**

**10.6 ADOPTION OF THE MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2017-2021****File Number:** 12/01/003**Author:** Wendy Gladman, Director Community Wellbeing**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:**

1. **Municipal Public Health and Wellbeing Plan 2017-2021 Amended**
2. **DRAFT Municipal Public Health and Wellbeing Plan 2017-2021 - written submissions**

**RECOMMENDATION**

That Council:

1. thank the contributors for their submissions
2. amend the draft Municipal Public Health and Wellbeing Plan 2017-2021 as reflected in the proposals in this report
3. adopt the Municipal Public Health and Wellbeing Plan 2017-2021
4. forward a copy of the approved plan to the Director Health, North Division, Department of Health and Human Services.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

At its 22 August 2017 meeting Council resolved to advertise the draft Municipal Public Health and Wellbeing Plan 2017-2021.

**BACKGROUND**

Council is required to prepare a Municipal Public Health and Wellbeing Plan (the Plan) under Section 26 of the Public Health and Wellbeing Act 2008.

The Plan is a key strategic planning tool that aims to maintain and improve public health and wellbeing at a local community level. When developed the plan becomes the pivotal document informing the health and wellbeing priority areas for the next four years.

**ISSUES/DISCUSSION**

Four written submissions and feedback from the Loddon Health Wellbeing Network were received during the submission period. The content of these submissions has been reviewed and, where relevant, amendments made to the draft Plan. These amendments have been highlighted on the attached amended version of the Plan.

Written submissions:**Jerri Nelson, North Central Local Learning and Employment Network**

**Submission:** To remove the Regional Youth Affairs Network from the partners graphic on Page 20 of the Plan as the network is no longer in operation.

**Response:** Reference to Regional Youth Affairs Network has been removed

**Katie McKee, Women's Health Loddon Mallee**

All feedback is related to the Feeling Safe and Secure focus area

**Submission:** That family violence be recognised and addressed as a gendered issue in the Plan in order to be effective in preventing and reducing its prevalence within the community.

**Response:** The statistics on page 31 of the Plan have been amended to include gendered data available from the Women's Health Atlas.

**Submission:** That the Plan ensures that the gendered difference in safety are addressed.

**Response:** The statistics on page 31 of the Plan have been amended to include gendered data available from the 2015 Vic Health Indicators.

**Submission:** To remove the data from the community survey relating to witnessing of abuse of violent crime as it may not be an accurate reflection of family violence in the Shire.

**Response:** Statistics related to the community survey witnessing of violent crime and abuse on page 31 of the Plan have removed.

**Submission:** To amend the reporting measures including:

- remove teenage pregnancy measure
- add the following three measures:
  - increased access to gender sensitive health services
  - adoption of organisational policies and practices that promote gender equality internally
  - application of a gender lens to Council planning processes and service delivery.

To amend the measures in the Improve gender equity in Loddon Community outcome to link it to leadership representation and participation in sports.

- Increased representation of women in media/promotional material across organisations, sports clubs/sports participation and at all levels of leadership, providing positive role modelling for both boys and girls.

**Response:** The measures referenced above have been amended.

**Wendy Murphy**

**Submission:** A range of comments relating to giving ownership of their health and wellbeing, but providing the opportunities for them to want to do something and be able to be active. Recommended a collaborative approach by Council and other groups to achieve this.

**Response:** No changes to the Plan were made based on this submission, as the Protect and Promote Health focus area of the Plan identifies an increase in physical activity and the subsequent annual operational plans will identify opportunities for agency collaboration.

**Heather Paterson, Centre for Non-Violence**

All feedback is related to the Feeling Safe and Secure focus area

**Submission:** Consider change the measure period for improvement in child protection statistics in the first outcome, Children are safe, from one year to three.

**Response:** The measure referenced above has been amended.

**Submission:** Use the measure in the first outcome, of L17 Police reports with an understanding that as women are feeling more confident to involve police when an incident occurs, the number of reporting incidences may increase.

**Response:** A rider noting this has been added in the related measure on page 32 of the Plan.

**Submission:** Noted that there may be some difficulty with data collection for the annual measure in the second outcome, Services are local, related to the number of family violence incidents reported to Police.

**Response:** Further investigation of this will be undertaken with Victoria Police and this measure may be modified to reflect data that is able to be collected.

**Submission:** Suggesting an additional measure in the third outcome, Improve gender equity, to report on the number of women in positions of leadership.

**Response:** This has been captured through a change made based on the Women's Health Loddon Mallee submission which has included a measure of increased representation of women at all levels of leadership.

**Submission:** Requested some clarification to the measures included in the fourth outcome, Build capacity.

**Response:** The measures referenced above have been amended to provide clarity.

### **Loddon Health and Wellbeing Network feedback**

Suggested measures to be included in the plan:

Increased healthy start in life:

- Increased early years activities at libraries for families to support improved knowledge of early years development
- Strong Families Strong Children priority area: Identify resources to support/trial new and innovative strategies linked to improved social determinates of health in families

Reduce preventable disease:

- Increased number of health prevention presentations to school population
- Increase media/promotion on the health prevention/promotion resources available. e.g. Libraries and community health services
- Improve GP reporting of cancer screening rates

Increase healthy eating and active living:

- Support the establishment of the Loddon Healthy Eating Active Living (HEAL) network

Reduce tobacco and harmful alcohol and drug use:

- Increase number of people accessing drug and alcohol services
- Increase number of presentations/programs at local sporting clubs, such as 'Keys Please' and 'Look after your mates'

Children are safe, resilient and free from abuse and family violence:

- Monitoring of systemic data from the GP's in schools program
- Include data from the School entrance health questionnaire with the AEDC survey
- Add prioritisation of the Strong Families Strong Children network focus areas

- Increase opportunities for community participation in gender equity/mutual respect activities (to raise gender equity awareness)

Services are local and accessible:

- Reduction in recidivist offending and multiple attendance at specific addresses by Victoria Police

Improve gender equity in Loddon community:

- Add measure to include monitoring gendered participation rates in occupations (where measurable data is available)

Build capacity in workplaces and the community to identify, prevent and address family violence

- Amend Curriculum audits to include – Monitor whole of school gender equity/baseline audit as part of the Respectful Relationship program
- Increase in number of organisations who have undertaken an Organisational Gender Audit
- Support the development of a Loddon Family Violence network

Response: The measures referenced above have been included in the Plan.

### **COST/BENEFITS**

The success of this plan is based on collaboration and strategic partnerships between government, health, education, community service organisations and community interest groups, such as the Loddon Healthy Minds Network.

Individually, agencies are unlikely to have the capacity to address the range of factors that influence health and wellbeing across the municipality and as such, recognise that partnerships with other key agencies and working together is paramount in order to maximise health and wellbeing outcomes.

It is anticipated that actions identified in the annual operational plans will be undertaken within existing budgets.

### **RISK ANALYSIS**

Under the Public Health and Wellbeing Act 2008 Council is required to develop and adopt a Municipal Health and Wellbeing Plan within 12 months of an election being held. The adoption of this plan at Council's September meeting will meet this legislative requirement.

### **CONSULTATION AND ENGAGEMENT**

The draft plan was released for public comment, and at the 10 September closing date, four written submissions had been received.

Partner agencies attending the quarterly Living Well in Loddon network meeting were provided with the opportunity to review the draft plan outcomes and measures and provide feedback.

**RESOLUTION 2017/45**

Moved: Cr Gavan Holt

Seconded: Cr Colleen Condliffe

That Council:

1. thank the contributors for their submissions
2. amend the draft Municipal Public Health and Wellbeing Plan 2017-2021 as reflected in the proposals in this report
3. adopt the Municipal Public Health and Wellbeing Plan 2017-2021
4. forward a copy of the approved plan to the Director Health, North Division, Department of Health and Human Services.

**CARRIED**

UNCONFIRMED



**11 GENERAL BUSINESS****11.1 WEDDERBURN MUSEUM - FUTURE OWNERSHIP**

Councillors noted a draft letter of intent from Wedderburn Lions Club to the shareholders of the Wedderburn Museum that included that, as a last resort, the property would revert to Loddon Shire Council and the benefits of such transfer would remain for the Wedderburn community.

There was no objection expressed by Councillors in-principle to the proposal, noting that a formal approach is to be made by the Company to Council on the matter in due course.

**11.2 2030 GREATER VICTORIA COMMONWEALTH GAMES BID PROJECT PREFEASIBILITY STUDY**

The CEO referred to a letter from the City of Greater Shepparton seeking a co-contribution from Loddon Shire Council of \$1000 towards a prefeasibility study for the Commonwealth Games bid. Support for the contribution from Council was not provided.

**11.3 SKINNERS FLAT**

Councillors noted that identification of property boundaries at Skinners Flat will be clarified by Operations Directorate staff.

**11.4 CARAVAN PARK FEES**

Councillors discussed the cost of Wedderburn caravan park fees and requested that a report be provided for consideration at the next Council Forum.

**URGENT BUSINESS****RESOLUTION 2017/46**

Moved: Cr Gavan Holt  
Seconded: Cr Cheryl McKinnon

That the following item be treated as urgent business

**CARRIED**

**11.5 NEWBRIDGE WATER AND SEWERAGE****RESOLUTION 2017/47**

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council resolve that the issue of a reticulated potable water supply and sewerage for Newbridge be deferred until the design of the South West Loddon Pipeline Project is announced.

**CARRIED**

**11.6 PYRAMID HILL PARKING**

Cr McKinnon referred to parking in Pyramid Hill at two places near the supermarket, requesting that wheel stops be installed in these car parks.

UNCONFIRMED

**12 CONFIDENTIAL ITEMS**

Closing of Meeting to the Public

**RESOLUTION 2017/48**

Moved: Cr Geoff Curnow  
Seconded: Cr Colleen Condliffe

That the meeting be closed to the public.

**CARRIED**

**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 89(2) of the Local Government Act 1989:

**12.1 Review of confidential actions**

This matter is considered to be confidential under Section 89(2) - (h) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with Any other matter which the Council or special committee considers would prejudice the Council or any person.

**12.2 Contract 379 Pyramid Hill footpath replacement**

This matter is considered to be confidential under Section 89(2) - (d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contractual matters.

**12.3 Contract 381 Serpentine underground drainage and other associated work**

This matter is considered to be confidential under Section 89(2) - (d) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contractual matters.

**RESOLUTION 2017/49**

Moved: Cr Gavan Holt  
Seconded: Cr Geoff Curnow

That the meeting be re-opened to the public at 5.51pm.

**CARRIED**

**NEXT MEETING**

The next Ordinary Meeting of Council will be held on 24 October 2017 at Serpentine commencing at 3pm.

There being no further business the meeting was closed at 5.52pm.

Confirmed this.....day of..... 2017

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**CHAIRPERSON**

UNCONFIRMED