



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

Date: Tuesday, 24 April 2018
Time: 3pm
Location: Council Chambers, Serpentine

AGENDA

Ordinary Council Meeting

24 April 2018

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1 OPENING PRAYER

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

2 ACKNOWLEDGEMENT OF COUNTRY

“The Loddon Shire Council acknowledges the Traditional Custodians of the land on which we are gathered and pays its respects to their Elders both past and present.”

3 APOLOGIES

4 DECLARATIONS OF CONFLICT OF INTEREST

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES**

File Number: 02/01/001

Author: Lynne Habner, 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 27 March 2018
2. The minutes of the Ordinary Council Meeting of 27 March 2018
3. The minutes of the Council Forum of 10 April 2018

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

6 REVIEW OF ACTION SHEET**6.1 REVIEW OF ACTIONS**

File Number: 02/01/002

Author: Lynne Habner, 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.

Outstanding Actions	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Thursday, 12 April 2018 12:56:57 PM

Outstanding actions from previous meetings

ACTION NUMBER	COUNCIL MEETING	REF	DIRECTORATE	OFFICER
9	28/5/12	9.2	Operations	Manager Technical Services

ACTION

That Council:

1. Develop a process for the identification and prioritisation of minor community infrastructure projects which will allow for a structured approach in providing in-principle or financial support for external funding applications.

COMMENTS

12/11/14: Action item has been amended following completion of the BRIC gymnasium development project utilising "Putting Local's First" funding. Elements of this action have been simplified to exclude those relating to the BRIC project and focusing now on the remaining action element being the development of operational guidelines for receiving, prioritising and applying for external funding in respect to minor community infrastructure projects.

11/6/2015: Manager Infrastructure has commenced development of a draft project identification template and scoping document along with associated prioritisation criteria and explanatory notes.

11/09/2015: Progress on development of assessment and prioritisation criteria for minor community Infrastructure projects has been delayed due to competing operational priorities. Delivery of this action item shall be raised with the Manager of Infrastructure as a matter of urgency.

11/02/2016: Matter has been raised with the responsible officer however no further progress has been made on development of the required process and guideline.

12/05/2016: Development of minor community infrastructure project assessment and prioritisation guidelines has been incorporated into the 2016/17 performance objectives of the new Manager Technical Services.

10/6/2016: No progress to date - will be considered with review of building assets

11/08/2016: Review of methodology for identification and prioritisation of community infrastructure projects has commenced. Consideration is currently being given to frameworks which have been adopted by other LGA's (i.e. City of Greater Bendigo Capital Investment Assessment Framework).

20/02/2017: Progress on developing community infrastructure project prioritisation guideline has been delayed due to competing priorities and resource constraints. Project is being handed over to the recently appointed Project/Contract Officer for further progression.

19/04/2017: The Manager Technical Services and Project/Contract Officer are working together to progress the establishment of an Assessment Framework based upon the 2017/18 projects.

13/07/2017: No further action has been taken due to staff resource constraints.

02/08/2017: No further action. Benchmarking with other neighbouring Councils will be undertaken subject to successful recruitment of Assets and Buildings Coordinator.

11/09/2017: New Assets and Building Co-ordinator has commenced and will prioritise as matter of urgency.

17/10/2017: Process for evaluation and prioritising of minor community projects is being developed and a draft is planned to be reported early in 2018.

14/11/2017: Work has commenced and is continuing in developing this process.

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06/12/2017: Manager Technical Services is developing project identification and prioritisation process.

10/01/2018: No further progress has been made since the last update due to competing priorities. Officers are currently working towards the development of Annual Infrastructure Program and the action will resume upon completion of Annual Infrastructure Program.

09/02/2018: Project identification and assessment flowchart is being developed and will be progressed as a priority following the development of the 2018 – 2019 Annual Infrastructure Program.

19/03/2018: Due to a recent staff departure, this action will be delayed.

ACTION NUMBER	COUNCIL MEETING	REF	DIRECTORATE	OFFICER
66	25/2/14	7.4	Operations	Manager Technical Services

ACTION
 That Council look at the future needs of buildings under Council control but 'not currently covered by the Building Asset Management Plan and report to Council.

COMMENTS

8/4/14: All buildings identified within the shire are currently covered in the BAMP. Council have requested that the BAMP be reviewed in relation to the buildings that receive no financial support. A review of the BAMP is scheduled to be undertaken later this calendar year. At this time a review of all provisions will be undertaken with a subsequent report provided for Council consideration.

11/11/14: Review of the BAMP has been rescheduled to later this financial year due to commitments of staff in preparing the Road Asset Management and Stormwater Asset management Plans as a matter of priority. Preliminary discussions and consideration on service levels for various building categories has commenced however e.g. public toilets.

11/6/15: Review of the BAMP has been rescheduled following completion of the annual asset valuation data. It is expected that commencement of the BAMP review will occur following the completion of the Stormwater Asset Management Plan in September 2015.

11/09/15: Manager Policy & Strategy is finalising both the Urban Drainage Asset Management and Road Asset Management Plans. Following completion of these strategies focus shall be placed upon the revision of the Building Asset management Plan. Due to delays in progress with the development of the UDAMP and RAMP, work on the BAMP is now scheduled to commence in November 2015.

11/02/16: Draft RAMP and UDAMP have been prepared. Final review of draft documents is occurring in preparation for discussion with Council in March. Enquiries are being made with appropriately qualified consultants to gather necessary building asset data in preparation of commencement on the BAMP review later this year.

10/6/2016: Consultants are currently being interviewed regarding building asset system and data capture. Consultant should be engaged July/August with data capture due by end of 2016.

5/7/2016: Consultants from Assetic has been engaged to perform condition assessment of all the Council owned/managed buildings. Additionally, Assetic system has been purchased as a new corporate asset management system for building assets with future inclusion of roads and drainage assets.

11/08/2016: Register of buildings for inspection has been finalised and consultants will be commencing on site inspections and data capture by the end of August. It is expected that the data capture process could take up to 60 days after which time processing and analysis will commence to inform investment scenario modelling within the revised BAMP

31/08/2016: Building audits have now commenced. A total of 178 Council buildings have been identified for audit. In addition to data capture on structure details,

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inspections will also identify immediate works required where building element conditions are below service level intervention standards. These works will then form the basis of future building capital works programs and inform preparation of the future investment demand for the LTFP and BAMP.

4/10/16: Building audits are approximately 80% complete. It is anticipated that full audit details and population of the Asset Management System which has been procured, will be complete by the end of October 2016. Data modelling within the Asset Management package will then be used to inform development of the new draft Asset Management Plan.

10/11/16: Audit of Council buildings has been completed. Condition profiles for building stock are now being compiled to inform preparation of draft BAMP. It is anticipated that presentation of initial audit results to Council will occur in either December or January.

20/2/17: Post audit processing of building data has been slightly delayed due to resource constraints. Officers are in the process of finalising to produce renewal gap modelling prior to presentation of audit findings to Council. Outputs from audit process are also being utilised in the preparation of a building component of the 2017-2017 Annual Infrastructure Program.

20/03/2017: Preliminary modelling of long term investment requirements across the portfolio of Council buildings has now been completed. Summary report for Council is being prepared to convey initial findings however detailed analysis and adjustment is still required to take into consideration the current policies contained within the BAMP as well as preparation of various scenarios if service levels are changed. Scenario models will be presented to Council as part of developing the revised BAMP.

19/04/2017: First Draft of BAMP is expected in the first quarter of 2017/18.

13/07/2017: Due to delay in successful recruitment to the vacant position of Assets and Buildings Coordinator, it is very likely that the first draft of BAMP will be delayed.

02/08/2017: No further action.

11/09/2017: New Assets and Building Co-ordinator has commenced and will prioritise as matter of urgency.

17/10/2017: A draft of the Building Asset Management Plan is planned to be presented to Council December meeting.

14/11/2017: With the successful recruitment of Assets and Buildings Coordinator, revision of Council's Building Asset Management Plan is underway as per the recommendation of review undertaken in 2016/17. Financial information on Council owned buildings has been finalised and officers are currently working on the level of service for building assets. Once finalised, the data will be uploaded into the Asset Management system to identify Council's annual liability and renewal need and as such the draft BAMP will then be presented to Loddon Leaders and MEG for endorsement before presenting to Council for public comments.

06/12/2017: Draft preparation in progress.

10/01/2018: Preparation of draft BAMP is in progress.

09/02/2018: Council's Assets and Buildings Coordinator is currently working on the draft Building Asset Management Plan and Manager Technical Services and Director Operations will subsequently review the plan and then forward it to Loddon Leaders, MEG and with the intention of presenting it to Council at the May 2018 Forum .

19/03/2018: Due to a recent staff departure, this action will be delayed.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 26 September 2017	Indivar Dhakal	Disposal of Water Supply Pipelines from Skinner's Flat Reservoir, Wedderburn Caravan Park Reservoir and Inglewood Reservoir	10/10/2017	9/10/2017	
8.7		Steven Phillips				

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2017/35

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

12 Apr 2018 - 11:39 AM - Christine Coombes

Council officers will participate in the information session in support of GWM Water.

07 Mar 2018 - 2:34 PM - Indivar Dhakal

Grampians Wimmera Mallee Water have prepared a consultation approach which has been provided to Council officers as confidential. GWM Water will hold information sessions following invitation to the current users to clarify any questions or issues that the community may have.

09 Feb 2018 - 10:32 AM - Christine Coombes

Council's Manager Technical Services is in contact with GWM responsible officers and are currently in the process of developing a work plan for consultation and handover process.

08 Jan 2018 - 11:19 AM - Indivar Dhakal

No further discussion with GWM Water due to the break. Council officers are still waiting on a response from GWM Water's officers to establish the procedure for asset handover.

06 Dec 2017 - 9:49 AM - Christine Coombes

There have been ongoing discussions with GWM regarding community engagement with affected stakeholders and Council is awaiting confirmation of the engagement arrangements.

08 Nov 2017 - 8:58 AM - Indivar Dhakal

Discussions with GWM Water has been started regarding the handover of Inglewood pipeline.

17 Oct 2017 - 12:11 PM - Christine Coombes

Letter sent to all users of Skinners Flat pipeline advising of Council decision and reason behind decision. Also advised that representatives of GWMWater and Council will visit affected residences in the coming weeks.

Letter being prepared to send to GWMWater regarding Council abandonment of Skinners Flat pipeline and agreement to obtaining "recreational" water for Skinners Flat, Wedderburn Caravan Park reservoir and Inglewood Reservoir.

Also advise that Council is prepared to handover the ownership and management of the existing Inglewood pipeline to GWMWater including the new extension works.

A letter to the Wedderburn Sports Clubs and the Inglewood sports Clubs affected is being prepared. A copy of Council decision will be provided to all Clubs.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Carolyn Stephenson	Serpentine Industrial Estate - Rezoning	10/04/2018	5/04/2018	
9.1		Steven Phillips				

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2018/9

RESOLUTION 2018/9

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

That Council

1. Request authorisation from the Minister for Planning to prepare an amendment to the Loddon Planning Scheme to rezone Lots 1, 2, 3, PS 608853 (Treloar St, Serpentine) to Industrial 3 Zone;
2. Should authorisation be provided, prepare the amendment and place the amendment on exhibition.

CARRIED

10 Apr 2018 - 12:24 PM - Carolyn Stephenson
Draft submission submitted to DELWP for consideration

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 9.4 2018/12	Ordinary Council Meeting 27 March 2018	Indivar Dhakal Steven Phillips	Roadside Management Plan 2018	10/04/2018	5/04/2018	

RESOLUTION 2018/12

Moved: Cr Gavan Holt
Seconded: Cr Colleen Condliffe

That Council resolve to advertise the Roadside Management Plan 2018, including the amended clauses and noting the intention to develop supporting guidelines, and seek public comment for further Council consideration.

CARRIED

12 Apr 2018 - 11:41 AM - Christine Coombes
Following a review and making adjustments of the guideline tables taking into account Councils feedback the Plan has been advertised for public comment - submissions close 11 May 2018.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report 9.9 2018/17	Ordinary Council Meeting 27 March 2018	Steven Phillips Phil Pinyon	Petition to Loddon Shire for the appointment of an Officer for Environmental Sustainability	10/04/2018	5/04/2018	

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RESOLUTION 2018/17

Moved: Cr Gavan Holt
 Seconded: Cr Colleen Condliffe

That Council:

- provide a response to the Wedderburn Conservation Management Network informing them of Council's current efforts to address environmental and sustainability issues within Loddon Shire.
- note the information contained in this report, and provide further consideration to the appointment of a dedicated Environmental Sustainability officer as a joint position with the Environment Officer position as referenced in action 3.1 (page 22) of the Roadside Management Plan in the event of that plan being adopted by Council.

CARRIED

11 Apr 2018 - 7:49 PM - Steven Phillips

- A response to the Wedderburn Conservation Management Network informing them of Council's current efforts to address environmental and sustainability issues will be prepared.
- The draft Roadside Management Plan is currently out for community comment, written responses will close 11 May 2018.

Actions completed since last meeting

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 23 January 2018	Deanne Caserta	Customer Service Strategy 2018-2022	6/02/2018	14/02/2018	6/04/2018
8.3		Sharon Morrison				
2018/7						

RESOLUTION 2018/7

Moved: Cr Geoff Curnow
 Seconded: Cr Colleen Condliffe

That the draft Customer Service Strategy 2018-2022 be published for public comment.

CARRIED

06 Apr 2018 - 10:34 AM - Deanne Caserta
 Action completed by: Deanne Caserta
 Finalised and published to internet/intranet.

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08 Mar 2018 - 11:39 AM - Deanne Caserta
 March 2018 - To be presented to Council at the Forum before going to the following Council Meeting.
 14 Feb 2018 - 9:35 AM - Deanne Caserta
 February - Strategy is out for public comment, period closes late February 2018.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 February 2018	Deanne Caserta	Review of Financial Reserves Policy	13/03/2018	8/03/2018	6/04/2018
9.1		Sharon Morrison				
2018/19						

RESOLUTION 2018/19

Moved: Cr Geoff Curnow
 Seconded: Cr Colleen Condliffe

That Council adopts the Financial Reserves Policy v7

CARRIED

06 Apr 2018 - 10:33 AM - Deanne Caserta
 Action completed by: Deanne Caserta
 Finalised and published to internet/intranet.

08 Mar 2018 - 11:38 AM - Deanne Caserta
 March 2018 - some minor works to be done as requested by Council before finalising document and publishing on to website.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 February 2018	Deanne Caserta	Review of Kerbside Waste and Recycling Policy	13/03/2018	8/03/2018	6/04/2018
9.3		Sharon Morrison				
2018/21						

RESOLUTION 2018/21

Moved: Cr Gavan Holt
 Seconded: Cr Neil Beattie

That Council adopts the Kerbside Waste and Recycling Policy v2 with the following amendments:

1. clause 3.1.1 being amended by deleting the reference to clause 3.1.4 and replacing it with a reference to clause 3.1.3;
2. clause 3.1.3 being amended by inserting the words "in one direction" after the words "one kilometre";
3. That staff investigate the issue of unoccupied dwellings where the usual occupant is hospitalised or in long term care having service charge concessions and advise Council on the outcome of the investigation

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CARRIED

06 Apr 2018 - 10:34 AM - Deanne Caserta

Action completed by: Deanne Caserta

Finalised and published to internet/intranet.

08 Mar 2018 - 11:39 AM - Deanne Caserta

March 2018 - some minor works to be done as requested by Council before finalising document and publishing on to website.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
New Item	Ordinary Council Meeting 27 February 2018	Steven Phillips	PETITION FOR AN OFFICER OF ENVIRONMENTAL SUSTAINABILITY	13/03/2018	8/03/2018	11/04/2018
12.1		Phil Pinyon				
2018/38,						

12.1 PETITION FOR AN OFFICER OF ENVIRONMENTAL SUSTAINABILITY

RESOLUTION 2018/38

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That the petition for the appointment by Loddon Shire Council of an Officer for Environmental Sustainability initiated by Wedderburn Conservation Management Network be received.

CARRIED

11 Apr 2018 - 4:41 PM - Steven Phillips

Action completed by: Steven Phillips

A report was tabled at the March 2018 Ordinary Council meeting.

19 Mar 2018 - 2:21 PM - Steven Phillips

A Council report has been prepared for Councils consideration.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Daniel Lloyd	Provision of Additional Waste Service Collections	10/04/2018	5/04/2018	12/04/2018
9.2		Steven Phillips				
2018/10						

RESOLUTION 2018/10

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council:

1. Approve the allocation of additional funds to the value of \$11,025 from the current financial year surplus to allow for additional waste services of public bins during the upcoming Easter period.

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2. Allow \$26,775 per annum in the long term financial plan for additional waste services of public bins during the Christmas and Easter periods.

CARRIED

12 Apr 2018 - 12:49 PM - Daniel Lloyd
 Action completed by: Daniel Lloyd
 Funds allocated to budget

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Deanne Caserta	Review of Long Service Leave Financing Policy	10/04/2018	5/04/2018	6/04/2018
9.3		Sharon Morrison				
2018/11						

RESOLUTION 2018/11

Moved: Cr Gavan Holt
 Seconded: Cr Colleen Condliffe

That Council adopts the Long Service Leave Financing Policy v3.

CARRIED

06 Apr 2018 - 10:33 AM - Deanne Caserta
 Action completed by: Deanne Caserta
 Finalised and published to internet/intranet.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Deanne Caserta	Customer Service Strategy 2018-2022	10/04/2018	5/04/2018	6/04/2018
9.5		Sharon Morrison				
2018/13						

RESOLUTION 2018/13

Moved: Cr Colleen Condliffe
 Seconded: Cr Geoff Curnow

That the Customer Service Strategy 2018-2022 be adopted.

CARRIED

06 Apr 2018 - 10:33 AM - Deanne Caserta

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Action completed by: Deanne Caserta Finalised and published to internet/intranet.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Deanne Caserta	Finance Report for the period ending 28 February 2018	10/04/2018	5/04/2018	6/04/2018
9.6		Sharon Morrison				
2018/14						
RESOLUTION 2018/14						
Moved: Cr Gavan Holt						
Seconded: Cr Geoff Curnow						
That Council:						
<ol style="list-style-type: none"> 1. receives and notes the 'Finance report for the period ending 28 February 2018' 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						
06 Apr 2018 - 10:33 AM - Deanne Caserta						
Action completed by: Deanne Caserta						
No further action required.						
Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Deanne Caserta	Fees and charges for the year 1 July 2018 to 30 June 2019	10/04/2018	5/04/2018	6/04/2018
9.7		Sharon Morrison				
2018/15						
RESOLUTION 2018/15						
Moved: Cr Colleen Condliffe						
Seconded: Cr Geoff Curnow						
That Council:						
<ol style="list-style-type: none"> 1. approves the Fees and Charges for the year 1 July 2018 to 30 June 2019 						

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2. implements the Fees and Charges from 1 July for items not subject to a notice period,
 3. implements the Fees and Charges from the end of the notice period for those items subject to a notice period
 4. subject to the approval of the Director Corporate Services or Chief Executive Officer, make effective immediately any changes where the fees and charges are altered by legislation, and make amendment to the relevant Fees and Charges for the year 1 July 2018 to 30 June 2019.
- CARRIED**
- 06 Apr 2018 - 10:33 AM - Deanne Caserta*
 Action completed by: Deanne Caserta
 Finalised and published to internet/intranet.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Sharon Morrison	Service Delivery Review - Strategic Procurement	10/04/2018	5/04/2018	10/04/2018
9.8		Sharon Morrison				
2018/16						

RESOLUTION 2018/16

Moved: Cr Geoff Curnow
 Seconded: Cr Colleen Condliffe

That Council:

1. adopts the recommended actions outlined in this report to the extent that they can be done within existing resources.
 2. notes that the 2018/19 draft budget proposes to include a dedicated procurement specialist, which if adopted, will accelerate the implementation of the recommended actions.
- CARRIED**

10 Apr 2018 - 1:01 PM - Sharon Morrison
 Action completed by: Sharon Morrison
 Actions have been added to corporate planning and reporting software for implementation and reporting.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
Report	Ordinary Council Meeting 27 March 2018	Sharon Morrison	2018 MAV State Council	10/04/2018	5/04/2018	10/04/2018
9.10		Sharon Morrison				
2018/18						

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RESOLUTION 2018/18

Moved: Cr Geoff Curnow
 Seconded: Cr Gavan Holt

That Council:

1. endorse a Motion to the Municipal Association of Victoria State Council Meeting on 18 May 2018, seeking continuation of the funding assistance by the State Government to Local Government for the collection of the Fire Services Property Levy, and
2. seek support from the Murray River Group of Councils for the Motion.

CARRIED

10 Apr 2018 - 1:02 PM - Sharon Morrison

Action completed by: Sharon Morrison

RCV councils have been contacted to gauge interest in supporting the proposed motion.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
New Item 12.2	Ordinary Council Meeting 27 March 2018	Lynne Habner Phil Pinyon	SOUTH WEST LODDON PIPELINE UPDATE TO CUSTOMER CONSULTATIVE COMMITTEE	10/04/2018	5/04/2018	11/04/2018

12.2 SOUTH WEST LODDON PIPELINE UPDATE TO CUSTOMER CONSULTATIVE COMMITTEE

Council noted that Council staff are checking with GWM Water to confirm that it would be appropriate to send the Customer Consultative Committee a copy of the most recent minutes of the South West Loddon Pipeline Steering Committee. As the Consultative Committee has not met for some time, it is intended to provide the minutes as an update on progress with the pipeline project.

11 Apr 2018 - 9:50 AM - Lynne Habner

Action completed by: Lynne Habner

Completed. Letter was emailed to committee with an extract of most recent Steering Committee minutes on 10 April 2018.

Type	Meeting	Officer/Director	Subject	Est. Compl.	Emailed	Completed
New Item 12.1	Ordinary Council Meeting 27 March 2018	Lynne Habner Phil Pinyon	CONSULTATION WITH EXISTING CUSTOMERS ON SKINNERS FLAT PIPELINE	10/04/2018	5/04/2018	10/04/2018

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Action Sheets Report		Printed: Thursday, 12 April 2018 12:56:57 PM

12.1 CONSULTATION WITH EXISTING CUSTOMERS ON SKINNERS FLAT PIPELINE

Cr Holt sought an update about the planned consultation with existing customers of the Skinners Flat Pipeline. He was advised that GWM Water had undertaken to prepare a fact sheet in consultation with Loddon Shire and the Department of Environment, Land, Water and Planning prior to consulting with the customers.

Council staff will follow up with GWM Water on this matter.

10 Apr 2018 - 10:28 AM - Lynne Habner

Action completed by: Lynne Habner

Completed. Consultation session for customers was held at Wedderburn on 10 April by GWMWater and Council staff.

7 MAYORAL REPORT

7.1 MAYORAL REPORT

File Number: 02/01/001

Author: Lynne Habner, 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.

8 COUNCILLORS' REPORT

8.1 COUNCILLORS' REPORTS

File Number: 02/01/001

Author: Lynne Habner, 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.

9 DECISION REPORTS**9.1 DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN FOR PUBLIC COMMENT**

File Number: 04/02/004
Author: David Price, Local Laws \ Planning Compliance Officer
Authoriser: Glenn Harvey, Manager Development and Compliance
Attachments: 1. Draft Domestic Animal Management Plan

RECOMMENDATION

That Council resolve to advertise the draft Domestic Animal Management Plan 2018-2021 for public comment.

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 draft Domestic Animal Management Plan 2018 – 2021 (the Plan) was discussed at the April 2018 Council Forum.

BACKGROUND

The *Domestic Animals Act 1994* Section 68A (1) requires Council to prepare a domestic animal management plan at four year intervals. The existing plan has lapsed and a new/revised plan has been prepared.

Section 68A (2) of the *Domestic Animals Act 1994* describes the methodology and scope of requirements that the plan must address. The plan must:

- set out a methodology to evaluate whether Council's animal control services are adequate to manage the requirements of the Act and regulations,
- outline programs for the training of authorised officers,
- outline the programs, services and strategies that Council intends to pursue to:
 - promote and encourage responsible pet ownership
 - ensure people comply with the Act and regulations
 - minimise the risk of attacks by dogs on people and animals
 - address any over-population and high euthanasia rates for dogs and cats
 - encourage dog and cat registration
 - minimise the potential for dogs and cats to create a nuisance
 - effectively identify all dangerous, menacing and restricted breed dogs.

The plan must also review any existing orders or local laws which deal with the management of dogs and cats, and undertake a periodic evaluation of the programs, services and strategies identified in the plan. An evaluation of the plan must also be included in Council's annual report.

ISSUES/DISCUSSION

The draft domestic animal management plan addresses the needs of the Loddon Shire community within the context of the plan's scope and methodology.

Ongoing programs in the existing plan have been rolled over into the new document, whilst other new or refined initiatives have also been developed. Ultimately, Council's programs, services and strategies in the area of domestic animal management are current and relevant for community needs, within the broader consideration of Council's resources and budgetary allocations.

COST/BENEFITS

Promoting and encouraging the benefits of responsible pet ownership enhances community wellbeing, and reduces potential harm to people, other animals and the environment.

Programs and actions identified in the plan will be undertaken within existing budget allocations.

Any new initiative that may evolve from an action of the plan must first be presented and considered within the annual Council budget preparation process.

RISK ANALYSIS

Council is required to develop a domestic animal management plan every four years, and provide a copy of the plan to the Secretary of the State Government Department of Economic Development, Jobs, Transport and Resources. The plan must be presented to the Department by not later than 31 May 2018. To meet this requirement and upon Council's resolution, a copy of the draft plan will be provided to the Department for its review and feedback.

Council would risk non-compliance with its statutory obligations and community responsibilities if it did not prepare and implement a domestic animal management plan within the necessary timeframe.

CONSULTATION AND ENGAGEMENT

The draft domestic animal management plan was developed after a review of the existing plan, new state government initiatives and any emerging issues and trends that were identified within townships and communities during the previous plan's lifecycle.

Lesley Humphreys from LMH Consulting Group was appointed to assist in the plan's development, bringing her strategic skills and knowledge in domestic animal management together with the local skills and knowledge base of Loddon Shire Council staff. Initial community consultation has been drawn from the feedback in recent community surveys undertaken across Council's customer services, early years, tourism and community health and wellbeing areas.

These areas all have important connections with domestic animal management, and it is this level of engagement and connection across Council's service delivery areas that can be seen in several of the plan's priorities and initiatives.

It is important to now circulate the draft document throughout the broader community and to other stakeholders, to ensure that the proposed initiatives are indeed appropriate, suitable and adequate for the coming four years.

A final version of the Domestic Animal Management Plan 2018 – 2021 will be presented to Council for adoption, following consideration of any feedback that is received.



**DOMESTIC ANIMAL
MANAGEMENT PLAN
2018-2021**



DOCUMENT INFORMATION

DOCUMENT TYPE:	Strategic document
DOCUMENT STATUS:	Draft
POLICY OWNER POSITION:	Manager, Development and Compliance
INTERNAL COMMITTEE ENDORSEMENT:	Not applicable
APPROVED BY:	Council
DATE ADOPTED:	Click here to enter date of approval
VERSION NUMBER:	Choose an item.
REVIEW DATE:	Click here to enter a date.
DATE RESCINDED:	Click here to enter a date.
RELATED STRATEGIC DOCUMENTS, POLICIES OR PROCEDURES:	Click here to enter text.
RELATED LEGISLATION:	Domestic Animals Act 1994
EVIDENCE OF APPROVAL:	

Signed by Chief Executive Officer

FILE LOCATION:

Strategic documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the Loddon Shire website to ensure that the version you are using is up to date.

This document is available in alternative formats (e.g. larger font) if requested.

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1 PURPOSE

1.1 What is the purpose of the Domestic Animal Management Plan?

The Domestic Animal Management Plan (DAMP) provides Council with a decision-making framework for the planning and management of animal management services over the next four years. It establishes the principles that will guide the service, and actions that will help Council achieve its service objectives.

Section 68A of the Domestic Animals Act 1994 requires all Councils to prepare an Animal Management Plan every 4 years to address a number of generic matters, as well as issues that may be specific to the Loddon Shire Council. In particular, the Act requires Council to detail new initiatives and show how it will:

- Evaluate the effectiveness of their service
- Undertake the annual review of the DAMP
- Review and make policies, local laws and orders
- Train Authorised Officers
- Encourage responsible pet ownership
- Minimise risk associated with domestic pets, and in particular dog attacks
- Minimise the incidence of nuisance caused by cats and dogs
- Ensure cats and dogs are registered and identified
- Minimise the number of unwanted pets and high euthanasia rates, particularly in relation to cats
- Provide for the needs of animals in times of emergency.

The plan also provides an outline of the of the ongoing compliance and education activities provided by Council's Animal Management Services.

1.2 What are domestic pets for the purpose of the DAMP?

The Domestic Animals Act refers only to cats and dogs when it references the term 'domestic animals'. These cats and dogs can be:

- cats and dogs that reside primarily as pets or companion animals
- farm working dogs
- assistance and/or therapy dogs
- unowned and semi-owned cats and dogs, though generally these animals are cats

Although residents have a large variety of other species of animals living with them as their pets, Council is not required under the Act to address management issues relating to them. Our research in developing the DAMP identified that other animals kept as pets include birds, reptiles, horses, fish and various farming animal species are also kept as domestic pets.

2 BUDGET IMPLICATIONS

Programs and actions identified in the plan will be undertaken within existing budget allocations. Any new initiatives that evolve from an action of the plan must first be presented and considered within the annual Council budget preparation process.

3 RISK ANALYSIS

Council would risk non-compliance with its statutory obligations and community responsibilities if it did not prepare and implement a domestic animal management plan within the necessary timeframes.

4 KEY PET OWNERSHIP TRENDS AND BENEFITS

4.1 Trends

The following provide an overview of pet ownership trends as identified in the Pet Ownership in Australia¹:

- Since 2013 cat and dog ownership has increased in line with population growth by 6% and 3% respectively. This is likely to continue over the next 5 years
- The primary deterrent to pet ownership is the cost and responsibility of care. Cost has significantly increased as a barrier to pet ownership since 2013, and other barriers include restrictive body corporate regulations, cost of holiday care, and busy lifestyles also remain significant blocks.
- Dogs are the most popular pet with 38% of Australian households having at least one dog. There is an estimated 4.8 million dogs in Australia 52% of which are pure breeds (52%), 41% mixed breeds and 7% are designer breeds.
- Cats are the second most common type of pet, with 29% of Australian households owning a cat. There are an estimated 3.9 million cats in Australia, 75% of which are mixed breeds and 24% pure breeds
- Pet owners are likely to be female (64%), 18-49 years of age, earning middle higher incomes, from an English-speaking background (64%), and living in a 'family group'.
- In Australia 62% of households are likely to have a pet, globally, around 57% of households own a pet. Only the USA and New Zealand have a higher penetration of pet ownership with 65% and 64% of households in those countries owning a pet.
- In Australia, 20% of Gen Y pet owners have pet insurance, compared to 12% of their baby boomer counterparts.
- There has been a marked change in the role dogs and cats play in the household since 2013. The relationship between humans and their pets has become much closer with a significant lift in the proportion of owners who consider their pets to be members of the family, not merely companions
- In 2016 Australians are spending more on premium products, services and insurance for pets than they did in 2013.

4.2 The benefit of pets

There has been a marked change in the role dogs and cats play in Australian households since 2013 according to 'Pet Ownership in Australia'. The relationship between humans and their pets has become much closer with significantly more pet owners viewing their pets as members of the family rather than merely a companion.²

This is supported research undertaken for a number of DAMPS in Melbourne's outer east where over 80% of survey respondents claimed their pets are an important part of their family, give them great comfort in times of need; and 89% said that it was important for them to have a pet in their life.

The health and wellbeing benefits pet owners have over non-pet owners include higher self-esteem among children, a 3% reduced likelihood of a heart attack, and fewer visits to the doctor. The economy has also benefited the shift in attitudes about pets.

line with a move towards more premium products, more pet owners are shopping at specialty stores for pet food. Pet owners who make the majority of their pet food purchased through pet or specialty stores has increased from 16% to 26% between 2013 and 2016. Australians now spend 35% more on their cats and 33% more on their dogs than they did in 2013, a spend of \$12.2 billion in 2016³.

¹ Pet ownership in Australia, 2016; <https://www.petsecure.com.au/pet-care/a-guide-to-worldwide-pet-ownership>

² Pet Ownership in Australia, p10. 65% of pet owners consider their cat or dog a member of the family

³ Pet Ownership in Australia; 2016; p31

5 ANIMAL MANAGEMENT SERVICES

5.1 Focus of the service

Animal Management Services are delivered through the Development and Compliance Unit, which is part of Council's Operations Directorate.

The equivalent of 1.0 Effective Full Time (EFT) position is dedicated to delivering the service, with support from Council's customer service staff, and has a focus on:

- Enforcing state legislation and Council policies relating to cats and dogs
- Attending to cats and dogs that have escaped their property
- Management of the cat and dog registration database and the collection of registration fees (co-ordinated and maintained by customer service staff in addition to the 1.0 EFT position)
- Inspections of animal businesses and animals with special registration requirements
- Attending to complaints; investigating of incidents; and attending to court proceedings

5.2 'Local Laws' and 'Orders'

There are a number of ordinances that residents must comply with if they own or are responsible for the care of animals, or operate a domestic animal business.

Council has a number of Local Laws that regulate aspects of domestic animal ownership. In 2019, Council will commence a review of its local laws to ensure the various requirements meet ongoing community needs and expectations.

The following provides a summary of existing ordinances:

Municipal Places Local Law - Clause 12

This Local Law requires dogs to be on a leash in built up areas unless in a designated off-leash area.

Municipal Places Local Law - Clause 13

This Local Law requires dog owners to remove their dog's faeces from a public place.

Environmental Local Law – Clause 17

This Local Law restricts the number of dogs and cats in township and rural residential areas to a maximum of two dogs and/or two cats per property without a permit.

'Orders'

Council exempts farm working dogs from the requirement to be implanted with a permanent identification device (microchip).

6 ISSUES AND OPPORTUNITIES 2018-2021

This section provides an overview of the priorities for animal management services over the term of the DAMP. Each key component lists the strategic outcomes that are to be achieved. A separate Action Plan identifies the timing, stakeholders and criteria that will be used to achieve each strategic outcome.

6.1 Training of ‘Authorised Officers’



Strategic outcomes:

- A four-year training program for staff
- A comprehensive list of existing policies and procedures, and those that need to be developed to address service needs.

6.1.1 What we understand

- Staff need to be appropriately trained so they can address service requirements in line with best practice
- Community expectations of a modern-day animal management service have changed, and the scope of the service needs to

address these expectations when determining service priorities

- The attitude towards domestic pets, particularly in relation to animal welfare, can be more polarised in rural areas than in most township areas
- The physical location of many communities in The Shire means there is not the same opportunity to forge partnerships to address service issues as there is in urban communities. This distance challenge means there is not the access to veterinary networks, animal shelter and rehoming groups, community dog groups, and commercial providers of services such as dog obedience training
- As a result, there is not a strong community network focused on domestic pets as there is in urban areas where pets are more integrated into domestic life than in more rural areas. This limits opportunities for community based initiatives around pets, such as pet therapy programs in schools, and to bring about behavioural and attitudinal change relating to pets
- The lack of veterinary and animal welfare networks in particular means there is limited opportunity for Council to introduce local microchipping initiatives via this avenue.
- Training for animal management staff for the next 4 years will focus on formalising operational procedures, domestic violence response, microchip insertion, and identification of restricted breeds dogs
- Educational and training requirements for animal management staff have significantly increased over recent years.

6.1.2 Actions to address service priorities

No.	ACTION
1.	Formalise a four-year training and education program for animal management staff that ensures staff: <ul style="list-style-type: none"> ▪ Attain the Certificate IV in Animal Control and Welfare at a minimum ▪ Are qualified to implant microchips ▪ Have current firearm qualifications ▪ Have the opportunity to attend industry training and education programs relating to best industry practice
2.	Document a list of policies and procedures that are in place and those that need to be developed.

6.2 Pet ownership, registration and identification



Strategic outcomes:

- Increased registrations of cats and dogs as a proportion of the resident population
- Increased rates of microchipping of cats and dogs.

6.2.1 What we understand

- During the past 4 years, there was a steady decline in the number of pets being registered each year. Both cat and dog registrations have declined by approximately 21% or 421 dogs and 81 cats. This far exceeds the population decline of 7.2% or 568 residents.
- Given the population has not changed dramatically over this time nor the mix of urban and rural communities, it is supposed that this decrease relates more to the non-registration of pets rather than a decline in actual pet numbers.
- However, there are 26 registered dogs for every 100 residents which compares to an estimated 20 dogs for every 100 residents Australia wide⁴. A significantly higher rate of dog ownership is to be expected given the prevalence of working dogs in rural communities.
- Registrations in some areas are significantly lower than expected compared to industry benchmarks for comparable areas such as urban areas
- Poor access to microchipping services make it difficult for dog owners to comply with the registration requirement for cats and dogs to be microchipped before they can be registered
- Industry feedback indicates that an online registration process, as opposed to a manual or in-person process, is likely to increase voluntary compliance with registration requirements. This option is not currently available for residents
- Accurate registration and microchipping records allows Council to return pets to their owners without having to subject pets to the trauma of being unnecessarily impounded; ensures that valued working dogs are reunited with owners; and allows for the verification of pets so they can be quickly rehomed if required
- Recent changes to the Domestic Animals Act further define the specifications for a 'farm working dog' for the purpose of registration. This is to ensure that reduced registration fees and Council's microchip exemptions apply only to legitimate farm working dogs.
- Reduced registration fees are also available for desexed dogs/cats, dogs/cats over 10 years, kept for breeding at a domestic animal business, registered with an applicable organisation (such as Dogs Victoria), and dogs that have undergone obedience training. A reduced fee is also offered to owners with a valid pensioner concession.

Requirement for cats and dogs to be registered

- All cats and dogs being registered with Council for the first time must be microchipped prior to registration. Fines can be applied if pets are not registered.
- Councils have the power to require compulsory microchipping of cats and dogs.

⁴ Pet Ownership in Australia 2016; Animal Medicines Australia

6.2.2 Actions to address service priorities

No.	ACTION
3.	Consider strategies to increase the level of cat and dog registrations, including but not limited to: <ul style="list-style-type: none"> ▪ Media campaigns ▪ Moratorium to allow non-registered pets to be registered ▪ School campaigns
4.	Cross reference Council's registration database with microchip databases to identify cats and dogs that may not be on Council's registration database
5.	Undertake random door knocks to identify pets that are not registered and/or microchipped
6.	Investigate initiatives that provide cat and dog owners with access to microchipping services e.g. mobile microchipping service, training of Council staff, free microchipping days
7.	Develop a streamlined and integrated online registration process, that enables all registration requirements to be completed online

6.3 Dealing with nuisance issues



Strategic outcomes:

- Greater community awareness of the process for reporting nuisance issues associated with domestic pets
- Information for pet owners on how they can minimise nuisance reports associated with their pets
- A better understanding of nuisance issues associated with pets that need to be addressed.

6.3.1 What we understand

- In the 2016/17 financial year Council recorded 41 customer service requests or complaints relating to pets.
- The primary sources of complaint related to:
 - Wandering dogs
 - Stray or feral cats
 - Dog attacks on livestock
- The majority of complaints come from township and residential areas.
- Colonies of cats are prevalent in a number of areas throughout the Shire, particularly Tarnagulla and Wedderburn, which has significant implications. Many colony cats suffer poor health and live fearful lives; cat colonies tend to intensify negative attitude towards cats and often attract inhumane treatment of cats; colony cats, including feral cats pose a threat to wildlife and can cause a local nuisance associated with cat fights and spraying.
- There is a need to ensure that the trapping of cats is carried out in a humane manner

In township areas, the primary source of 'nuisance complaint' is likely to relate to:

- Dog owners not picking up after their dog
- Dogs barking
- Cats not confined at night
- Dog owners letting their dogs annoy other people / other dogs / not controlling their dogs in public places etc.
- Cats trespassing

Ref: Metro DAM Plan Surveys, LMH Consulting

- There is an opportunity to use the GIS to plot complaints and to specifically target these areas with information and advice. Specifically targeted strategies are likely to have greater impact than widespread and generic strategies
- Barking dog complaints is an issue that is best dealt with through education and awareness.

6.3.2 Actions to address service priorities

No.	ACTION
8.	Develop a process whereby different types of complaints are plotted using a GIS
9.	Target information and advice strategies to specific areas/localities of complaint
10.	Investigate the financial and public relations benefits of contracting an animal behaviourist as an intervention in relation to barking dog issues
11.	Review cat trapping information and protocols
12.	Consider the need for a dawn to dusk cat curfew as part of the review of Local Laws

6.4 Dog attacks



Strategic outcomes:

- A decrease in the incidence of dog attacks on people and on other animals
- Efficient Council processes and protocols for dealing with dog attacks
- Greater community awareness about:
 - what constitutes a dog ‘attack’
 - the process for reporting dog attacks/suspected dog attacks
 - how to avoid dog attacks.

6.4.1 What we understand

- Reported dog attacks or rushes have remained an infrequent but recurring problem. Reports included attacks on livestock and rushing at people.
- The rate of Australians being attacked has increased by almost 60 per cent from 2003 to 2013⁵
- Data needs to differentiate dog ‘attacks’ from dog ‘rushes’ to better distinguish between acts of aggression resulting in bites and other incidents such as when a dog runs up to a person but does not make contact.
- Generally, dog attacks on people are most likely to occur in the home or immediate vicinity of the home rather than in public places with young children being the primary victim
Anecdotal industry information and hospital admissions data indicates there are likely to be a significant number of dog attacks that are not being reported. The full extent of these issues needs to be understood so that Council can respond with appropriate initiatives
More accurate information relating to the location of dog attacks may assist Council target problem locations and dog owners.

⁵ University of Tasmania’s Menzies Institute for Medical Research

- RSPCA data shows that larger working breeds are more likely than other breeds of dog to be seized by Council officers for menacing and/or dangerous behaviour. There are more Pitbull terriers in the community than other restricted breed dogs, however only 2 out of total of 110 dogs seized by Councils were pit bulls. Further, 13 other breeds were more commonly seized than pit bulls⁶
- Dog owners need to better understand that dogs can behave unexpectedly and even erratically given the right circumstance.

6.4.2 Actions to address service priorities

No.	ACTION
13.	Review Council's procedures for documenting dog attack reports and dealing with incidents
14.	Promote information that is available via the Department of Agriculture relating to: <ul style="list-style-type: none"> ▪ The appropriate selection of pets ▪ Managing children around dogs
15.	Undertake industry research to identify successful initiatives trialled by other Councils to address dog attacks on stock

DRAFT

⁶ Preventing dog attacks in the community; RSPCA Information Paper

6.5 Managing dangerous, menacing and restricted breed dogs



Strategic outcomes:

- Identification of restricted breed dogs
- Monitoring regimes for dangerous, menacing, and restricted breed dogs to ensure they are appropriately managed and housed

6.5.1 What we understand

- There are no 'restricted breed dogs, or dogs declared as menacing or dangerous, on Council's dog registration database

Council recognises that some of these dogs are likely to reside in the Shire and that owners may either not register their dog or register their dog as another breed in order to avoid the restrictions that come with a restricted breed dog

- Ownership of a restricted-breed dog is not allowed in Victoria, unless proof can be shown that the dog was owned before 1 September 2010. As of September 2017, these dogs must be registered with Council
- Restricted breed dogs include Japanese Tosa; fila Brasileiro; dogo Argentino; Perro de Presa Canario / Presa Canario; and American Pit Bull Terrier / Pit Bull Terrier
- Residents must not assume that it is only 'restricted breed dogs' that may have a predisposition to aggressive behaviour. State legislation states that these dogs pose a greater risk because of the nature of the breed.
- Dogs that are not appropriately trained, socialised and controlled can develop behaviour that results in them being declared as a 'menacing' or 'dangerous' dog. Appropriate management and education of dogs will reduce anti-social behaviour.

'Menacing Dog' – A dog that has chased or rushed at a person, or has bitten an animal or person resulting in injury that is not deemed 'serious'. If a dog incurs 2 menacing dog violations then it is declared a 'dangerous dog'

'Dangerous dog' – A dog that has caused a serious injury to or death of another animal or person

'Declared dog' – A restricted

6.5.2 Actions to address service priorities

No.	ACTION
16.	Review procedures and protocols in relation to dogs that will be declared 'dangerous' or 'menacing'
17.	Promote information that explains why it is best to avoid owning a restricted breed dog

6.6 Overpopulation (including euthanasia) and abandonment of pets



Strategic outcomes:

- A reduction in the number of stray, abandoned and unwanted pets
- Enhanced rehoming opportunities for unwanted pets

Stray cats are pets that have become lost or been abandoned. These cats can often be rehabilitated into being pets. Semi wild cats have possibly once been pet cats which have not had socialisation with humans. They will live around rubbish dumps or a food source. The maybe less inclined to hunt, but are opportunistic when it comes to food. Feral cats have never been domesticated and have nothing to do with humans and don't rely on humans. They live in the wild, killing wildlife and scavenging.
Ref: Animal Welfare League

6.6.1 What we understand

- In 2019, Council proposes to build a new compliant animal pound that will accommodate lost or unowned cats and dogs. Animals can be held at the facility for up to 8 days until they are reclaimed, rehomed, or relocated to an alternative rehoming facility/shelter
- Abandoned and unwanted pets have limited opportunity to be rehomed locally. The lack of an integrated pound shelter service within the Shire further diminishes the opportunity for this to occur. Over the past 4 years there has been a slight increase in the number of animals being surrendered to Council.
- Council has an agreement in place with Pets Haven (Woodend)⁷. This organisation takes animals from the pound that have been temperament tested and subsequently considered suitable for rehoming. There are not any rehabilitation services or programs that other animals can be referred to if they are considered unsuitable for rehabilitation
- In the past, all stray cats including those that may be semi-owned, were classified as 'feral'.⁸ This DAMP recognises a need to differentiate 'stray' or 'semi-owned' cats from 'feral' cats and put in place a more appropriate and humane management strategy for other than feral cats. The DAMP also recognises the need to address issues associated with cat colonies.
The RSPCA (Bendigo) and the organisation 'Getting2Zero (G2Z) have indicated an interest in exploring a pilot project to address animal welfare and nuisance issues associated with cat colonies. This would potentially result in an integrated and holistic approach to dealing with the issue.

6.6.2 Actions to address service priorities

No.	ACTION
18.	Review procedures and protocols in relation to stray, abandoned and unwanted pets
19.	Promote information that explains responsible pet ownership
20.	Investigate the feasibility of conducting a pilot program in a nominated township to explore the issues of stray, semi wild and feral cat populations

⁷ Agreement in line with Section 84Y of the Domestic Animals Act 1994;

⁸ Animal Welfare League; awl.org.au/advice-education/pet-advice/cat-tips-advice/what-difference-between-feral-and-stray-cats

6.7 Domestic animal businesses



Strategic outcomes:

- Enhanced operational practices by Domestic Animal Businesses
- Compliance of Domestic Animal Businesses comply with their legislative responsibilities and relevant codes of practice.

6.7.1 What we understand

- All pet related businesses that are classified as a 'Domestic Animal Business' (DAB) under the Domestic Animals Act must be registered with Council.
- In November 2017, the Victorian State Government passed legislation that prohibits the sale of cats and dogs via pet shops unless they have come from an ethical source such as an animal shelter or pound, or registered foster carer.
Any person selling or giving away a cat or dog must be enrolled on the Pet Exchange Register, show where the animal has come from and ensure the animal is microchipped. The legislation has been introduced to ensure pets come from ethical sources and so pet owners can trace the history of their pet
- In the past, there have been a number of unethical breeders operating in The Shire. Council, together with appropriate organisations, will continue to monitor for unethical breeders and where necessary, take action to ensure compliance with the Domestic Animals Act.
- Council will also work with all DABs and peak associations to identify opportunities to improve compliance with codes of practice by DABs where applicable.

DABs are establishments such as animal shelters, pet shops, animal breeding and/or rearing establishments, and boarding and/or training facilities that are run for profit¹.
In Loddon Shire, there is currently one registered domestic animal business, which is a defined breeding establishment.

Registration of a breeding establishment
The *Domestic Animals Act* 1994 provides that a dog breeding business with 3 or more fertile female dogs must register as a domestic animal business with the local Council that it resides. If the breeder is a member of an 'applicable organisation' (such as Dogs Victoria), the proprietor must only register if they have more than 9 fertile female dogs, OR if more than 2 are not registered with the 'applicable organisation'.

6.7.2 Actions to address service priorities

No.	ACTION
21.	Identify opportunities to work with DABs to improve compliance with legislation and codes of practice
22.	Increase the number of inspections of previously non-compliant DABs for 2 years
23.	Review type and availability of information available for DABs to ensure information is easily accessible

6.8 Pet Welfare



Strategic outcome:

- A decrease in the incidence of pet abuse or mistreatment
- Enhanced opportunities for pets associated with families impacted by domestic violence

6.8.1 What we understand

- Family Violence
 - The Loddon Health and Wellbeing Plan has identified the need for a Family Violence Network and to optimise support networks for families experiencing domestic violence. Research identifies that women in rural,

regional or remote areas are more likely to have experienced partner violence than women in metropolitan areas.

- In Loddon in the last 4 years there has been a 50% increase in FV reports to police; a 33% increase in family violence police reports in the period October 2015-September 2016; children were present at more than 30% of all reported FV incidents. The Loddon Municipal Public Health Plan⁹ highlights the need for greater awareness and training for personal who may be involved dealing with family violence related matters.
- Family Violence significant implications for family pets.
- National and international research shows that up to 60% of women choose to stay, and keep their children, in violent relationships because they do not want to leave their pet behind.¹⁰
- Pet Welfare
 - The RSPCA received 28 reports of cruelty from within the Shire. This ranks the Shire 6th in terms of the number of reports per capita, the equivalent of one report for every 268 residents, ranking the Shire 6th in terms of per capita reports.¹¹
 - It is not the responsibility of Council to investigate or prosecute incidents of pet abuse, these should be reported to the RSPCA. However, Council is committed to working with relevant authorities to eliminate incidents of pet abuse and ensure action is taken against perpetrators.
 - Council recognises the need to better understand wider pet welfare issues that may be relevant in Loddon, and the need to work with relevant organisations to address these issues.
 - Research undertaken for DAMPs in other municipalities indicates community concern about dogs not being restrained in vehicles, particularly in the back of utes. The law in Victoria requires that dogs on utes are restrained either via a tether or cage, so that the dog cannot fall off or be injured when the vehicle moves. The only exception is for dogs that are actively working livestock.¹²

Some statistics – Family Violence

- In around 70% of FV cases the perpetrator was also abusing pets, compared to 6% in households not experiencing FV
- 15% respondents delayed reporting DV to police due to fears for their animals
- 15% of respondents returned to violent homes due to fears for their animals
- 42% children in FV households witnessed abuse to animals within the home

Ref: Tong 2015 as cited in 'The Link Between Animal Abuse and Domestic Violence'

⁹ <http://www.loddon.vic.gov.au/Our-documents/Plans-and-strategies>

¹⁰ Tong 2015 as cited in presentation by Senior Constable Ingrid REILLY; 'The Link Between Animal Abuse and Domestic Violence'

¹¹ www.bendigoadvertiser.com.au/story/4857013/dogs-top-animal-cruelty-reports-in-bendigo/

6.8.2 Actions to address service priorities

No.	ACTION
24.	Ensure that local and regional organisations have a comprehensive understanding of the needs of pet owners and how these must be addressed in times of family violence
25.	Develop protocols and procedures for animal management staff to ensure issues associated with family violence are handled appropriately
26.	Ensure information about the safe and legal requirements relating to the restraint of dogs is available on Council's website

6.9 People and Pets Tourism



Strategic outcomes:

- An enhanced understanding of:
 - the potential benefits associated with pet related tourism in the Shire
 - short and longer-term pet related tourism initiatives that might expand Loddon's tourism appeal.

6.9.1 What we understand

- Discussions with local caravan park operators indicate the value of the pet-owner market to these businesses. All sites

accommodate pets, some with restrictions during peak holiday periods, and state that there are further opportunities to capitalise on this market.

So significant is this market to the Bridgewater Caravan Park, that the operators have recently installed a dog wash facility and have a large partially fenced area where dogs can run off leash. Operators of the Boort Holiday Park believe there is significant potential and opportunities should consider pet friendly cabins.

The need for additional pet friendly accommodation is recognised by a number of peak associations interviewed for the DAMP including the Pet Industry Association of Australia and Tourism Accommodation Victoria.

- A survey of more than 1,100 travelers conducted by TripAdvisor found that 53% of respondents travel with their pets, and 52% will only stay at pet-friendly properties. The report also found that 35% of pet owners take shorter vacations than they otherwise would, and 25% take fewer vacations overall because of their pets.¹³
- A survey of 5,000 pet owners in an outer Melbourne Council area indicates that up to 60% of pet owners will make holiday and recreation activity choices based on the availability of pet friendly accommodation or facilities.
- There is merit for Loddon tourism operators to consider further potential associated with the growing pet owner visitor market.

¹² www.agriculture.vic.gov.au/pets/dogs/legal-requirements-for-dog-owners/dogs-on-moving-vehicles

¹³ <https://skift.com/2017/01/31/pet-friendly-travel-is-growing-yet-still-complicated/>

6.9.2 Actions to address service priorities

No.	ACTION
27.	Work with the operators of Council's caravan/camping park operators to collect statistics relating to pet owner visitation demand
28.	Work with caravan park operators and camping ground managers to identify opportunities to further capitalise on the pet owner visitor market, with a priority on accommodation and marketing opportunities

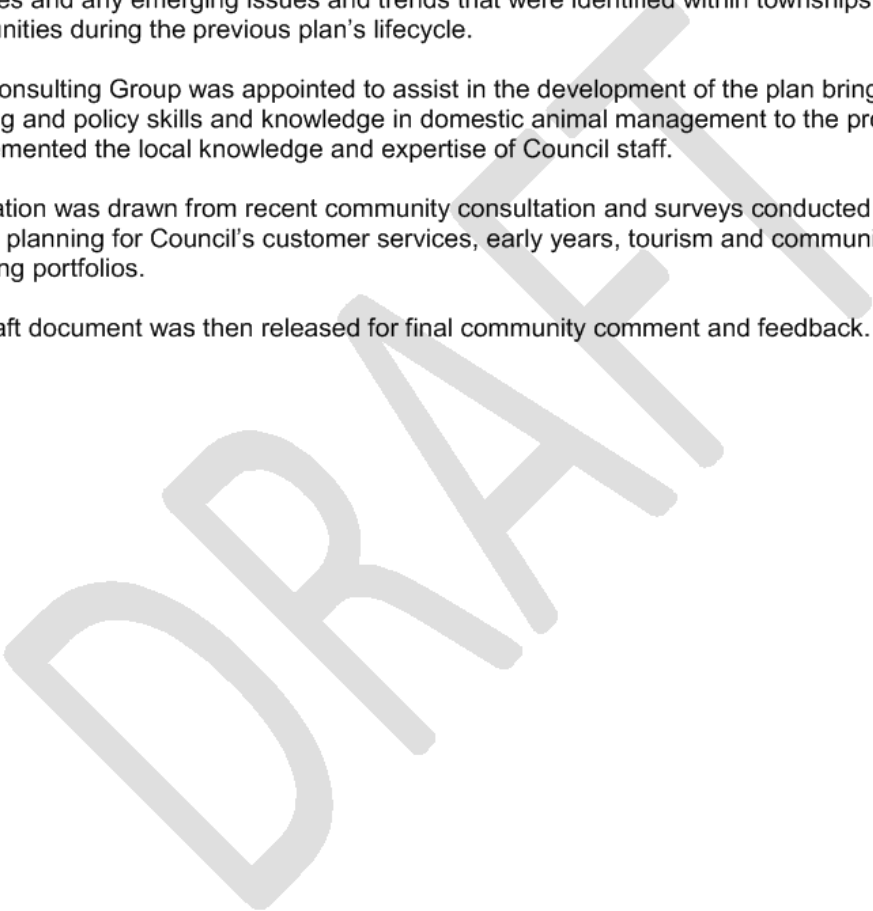
7 HOW WE PREPARED THE (DRAFT) DAMP

The DAMP was developed following a review of the 2013-2017 plan, new state government initiatives and any emerging issues and trends that were identified within townships and communities during the previous plan's lifecycle.

LMH Consulting Group was appointed to assist in the development of the plan bringing strategic planning and policy skills and knowledge in domestic animal management to the project, which complemented the local knowledge and expertise of Council staff.

Information was drawn from recent community consultation and surveys conducted as part of service planning for Council's customer services, early years, tourism and community health and wellbeing portfolios.

The draft document was then released for final community comment and feedback.



8 HOW WE WILL IMPLEMENT AND MONITOR THE DAMP

8.1 Setting priorities for the next four years

Priorities in the Domestic Animal Management Plan may change over the life of the plan depending on:

- changing Animal Management service demands and priorities
- other Council service delivery priorities
- partnership opportunities
- external funding opportunities.

In line with the requirements of the Act:

- Council will review the Domestic Animal Management Plan annually to ensure actions and priorities are still relevant and can be completed within available resources.
- Council will undertake a major review of the plan in year four

8.2 Council's role

The Local Government Act 1989 and Domestic Animals Act 1994 outline Council's role and responsibilities in domestic animal management.

Some of the services provided include:

- Educate and promote responsible pet ownership
- Maintain an annual dog and cat registration program
- Identify the location of any unregistered dogs and cats
- Investigation of dog attacks
- Investigate nuisance animal complaints
- Maintain and manage an animal pound facility
- Registration and inspection of domestic animal businesses
- Maintain a 24-hour emergency service with regard to domestic animals
- Collect lost or stray dogs and cats and reunite them with their owners
- Facilitate rehoming of unclaimed dogs and cats



9 COSTING AND FUNDING OF ACTIONS

As provided for in Section 2, programs and actions identified in the plan will be undertaken within existing budget allocations. Any new initiatives that evolve from an action of the plan must first be presented and considered within the annual Council budget preparation process.

10 APPENDICES

Appendix 1 – The Domestic Animals Act requirement of Council

Under Section 68A of the Domestic Animals Act, every Council must prepare a Domestic Animal Management Plan, as follows:

68A Councils to prepare Domestic Animal Management Plans

(1) Every Council must, in consultation with the Secretary (of the Department of Primary Industries), prepare at 4 year intervals a Domestic Animal Management Plan.

(2) A Domestic Animal Management Plan prepared by a Council must—

- (a) set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and*
- (b) outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and*
- (c) outline programs, services and strategies, which the Council intends to pursue in its municipal district—*
 - (i) to promote and encourage the responsible ownership of dogs and cats; and*
 - (ii) to ensure that people comply with this Act, the regulations and any related legislation; and*
 - (iii) to minimise the risk of attacks by dogs on people and animals; and*
 - (iv) to address any over-population and high euthanasia rates for dogs and cats; and*
 - (v) to encourage the registration and identification of dogs and cats; and*
 - (vi) to minimise the potential for dogs and cats to create a nuisance; and*
 - (vii) to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and*
- (d) provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and*
- (e) provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and*
- (f) provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.*

(3) Every Council must—

- (a) review its Domestic Animal Management Plan annually and, if appropriate, amend the plan; and*
- (b) provide the Secretary with a copy of the plan and any amendments to the plan; and*
- (c) publish an evaluation of its implementation of the plan in its annual report.*

9.2 CHARLTON TRAFFIC SAFETY EDUCATION CENTRE

File Number: 21/03/001
Author: Wendy Gladman, Director Community Wellbeing
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That a \$5,000 donation be provided to the Charlton Traffic Safety Education Centre to support the planned upgrade of the facility which is:

- (a) funded from Council's Sponsorship and Donations budget
- (b) subject to the availability of sufficient funding from other sources to allow the project to proceed.

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 received a letter from Mr John Harley, Manager Charlton Traffic Safety Education Centre on 6 February 2018 providing information on a planned upgrade to the Centre and requesting Council consider making a financial contribution towards the project.

Mr Harley followed this with a presentation to Council at the February 2018 Council Forum.

BACKGROUND

The Charlton Traffic Safety Education Centre (CHARTSEC) has been in operation since its commencement in May 1988 and provides a facility where students can undertake pre-driver education, learning the basics of driving a car and embedding the importance of having a safe attitude towards driving. CHARTSEC operates under the auspice and control of the Charlton College School Council and is located on school land in Charlton.

In 1999 the old Charlton Police station was moved to the site, creating a classroom for the Centre. Improvements have continued to the facility, with the addition of a roundabout and associated roads added in 2002. The installation of the roundabout was supported by a donation of \$4,000 from Loddon Shire Council.

In 2006 the Centre was able to secure some funding to support the installation of a 5 car garage at the site. Government funding following the 2011 flood event enabled the track to be restored, resurfacing the gravel and bitumen roads and repainting all the lines.

CHARTSEC does not currently receive any government funding, relying on sponsorship and schools paying on a fee for service basis when using the centre. CHARTSEC is one of only two like facilities in Victoria and attracts approximately 700 students and their teachers to the Centre each year. The introduction of a new Government program, 'Road Smart' will provide funding of \$40 per student to attend a one hour session for year 10 students at CHARTSEC.

Students from Loddon Shire schools have been attending the Centre since its inception and the Centre also conducts a driver education information night for Wedderburn parents annually.

ISSUES/DISCUSSION

The Centre has reached a point where the current facilities are limiting any increased usage and are falling below expected standards. An upgrade to the Centre, consisting of an extension to the

existing building, will provide an expanded classroom, new office, kitchen and storage area and add a fully accessible toilet, in addition to the current single toilet at the Centre.

The cost of the project is estimated at \$80,000 and the Centre has been unable to attract Government funding to undertake the works. CHARTSEC is now writing to all previous supporters to request they consider making a contribution to this project.

COST/BENEFITS

Whilst the operational costs of the Centre are met through a fee for service arrangement with users of the facility, this does not provide the additional funds needed to undertake upgrades to the facility. Council's previous contribution of \$4,000 enabled the Centre to install a roundabout within the road network on the site.

All four schools within the municipality attend the Centre to undertake the pre-driver education program, providing a pre-driver education theory component accompanied by students gaining experience on an actual road simulated setting. A total of 820 students from the four schools have participated since 2004. Students from three schools have attended every year, with the fourth attending 11 of the 14 years.

A Monash University study in 1999/2000 compared the impact the program had on drivers once they gained their licence. A total of 590 students participated in the program, with 197 of these having pre-driver education. Two statistics from the study of note:

- the % of accidents was less amongst young people who had attended CHARTSEC
- 35% fewer young people who attended CHARTSEC were involved in single vehicle accidents.

Two schools located in Loddon Shire provided some feedback on their involvement with the Driver Education program offered at CHARTSEC which indicated that the students enjoy the program, finding the course content useful and the practical driving experience worthwhile. The schools indicated that any formal driving tuition is regarded as a valuable contribution to more capable and confident drivers and that whilst there is a cost for students to attend, it is more cost effective than the cost of individual driving lessons.

RISK ANALYSIS

With the process of seeking support in the early stages, there is a risk that the Centre is unable to attract the total funding needed to complete the upgrade, thus reducing the impact of any contribution by Council. Council may choose to mitigate this risk, by committing to a donation subject to the availability of sufficient funding to allow the project to proceed.

CONSULTATION AND ENGAGEMENT

Mr John Harley, Manager Charlton Traffic Safety Education Centre attended the February Council Forum. Feedback sourced from two of the participating schools indicated that the program is highly valued by the school and School Council, parents and students. Both schools advised that they would continue to use the facility in future.

9.3 FINANCE REPORT FOR THE PERIOD ENDING 31 MARCH 2018

File Number: 08/06/001
Author: Deanne Caserta, Manager Financial Services
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: 1. Finance report for period ending 31 March 2018

RECOMMENDATION

That Council:

1. receives and notes the 'Finance report for the period ending 31 March 2018'
2. approves budget revisions included in the report for internal reporting purposes only.

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 March 2018 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.

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has increased from \$1.37M to \$1.79M, this is largely due to reviewing all financials as part of the 2018/19 Budget process with expected savings being recognised.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 94% of YTD budget. Revenue brought to account for March was \$486K. Capital grants are behind YTD budget as are recurrent contributions.

Income Statement (expenditure) - Council's operating expenditure is at 98% of YTD budget. Payments for this month totalled just over \$3.25M, compared to \$2.18M last month. Utilities are currently ahead of YTD budget with contract payments being the main item behind YTD budget. Labour is currently at 97%.

Capital Works - The revised budget for capital works is \$14.05M and is 41% complete in financial terms for the current financial year (29% at the end of February) with almost 75% of the year lapsed. Asset types with major variations (10% or \$10K) include furniture and equipment; land and buildings; roadworks; urban and road drainage; recreation, leisure and community facilities; parks, open space and streetscapes and footpaths with many projects timed for quarter two or three but are yet to be commenced. Further analysis is being undertaken by the management to identify projects where funds should be transferred to reserve for expenditure in future years. This work was partially completed in March 2018 with continued reporting expected until June.

Balance Sheet - Council has a cash total of \$21.1M with \$2.1M in general accounts. Debtors are \$2.0M which is a decrease of \$1.5M in the month primarily due to the receipt of outstanding rates. Sundry debtors total \$0.7M with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$167K.

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.

LODDON SHIRE COUNCIL

FINANCE REPORT FOR PERIOD ENDING 31 MARCH 2018



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INTRODUCTION

During March, the finance department has continued to work on the 2018/19 Draft Budget. It has been distributed to Councillors for review at the Forum on the 10 April 2018.

1 CASH SURPLUS POSITION

1.1 Budget revisions

The overall budget cash surplus, which has been included in the attached financial reports has increased from \$1,367,383 to \$1,789,245.

These changes have adjusted the revised budget in the following areas:

Item	February Finance Report	March Finance Report	Change \$
Operating revenue	\$24,853,002	\$24,498,814	(\$354,188)
Operating expenditure	(\$31,312,315)	(\$31,491,142)	(\$178,827)
Transfers from reserves	\$15,164,729	\$14,809,277	(\$355,452)
Transfers to reserves	(\$2,352,891)	(\$3,683,874)	(\$1,330,983)
Other funding decisions	\$513,004	\$583,004	\$70,000
Capital expenditure	(\$16,617,766)	(\$14,050,333)	\$2,567,433
Other non cash adjustments	\$8,972,696	\$8,976,575	\$3,879
Accumulated surplus carried forward	\$2,146,924	\$2,146,924	\$0
Closing surplus (deficit) as reported in Appendix 2	\$1,367,383	\$1,789,245	\$421,862

Major changes are highlighted below:

1.2 Operating revenue

Operating revenue has decreased by \$354K.

There are no significant reportable decreases to budget with many small adjustments made as a result of the budget process for 2018/19. Staff have been required to review their budgets and to adjust for expected changes to the ending 2018 position may be.

1.3 Operating expenditure

Operating expenditure has increased by \$179K.

There are no significant reportable increases to budget with many small adjustments made as a result of the budget process for 2018/19.

1.4 Transfers from reserves

Transfers from reserves have decreased by \$355K.

The main decreases to budget relates to the Urban Drainage (\$110K) and Caravan Park Improvement (\$265K) Reserves with some works expected to be carried over the 2018/19 financial year.

1.5 Transfers to reserves

Transfers to reserves have increased by \$1.33M.

The main variations to budget relate to the Capital Expenditure (\$600K), Community Planning (\$500K), Unspent Grants (\$110K) Reserves with project funds carried over to the 2018/19 financial year for completion.

1.6 Capital expenditure

Capital expenditure has decreased by \$2.57M.

The main variations to budget relate to project expected to be carried over until 2018/19 of LGIP Pyramid Hill streetscape (\$610K), community planning strategic fund (\$500K), Capitan Melville trail (\$100K) and multiple roads works of \$585K.

2 STANDARD INCOME STATEMENT

In the analysis of the statements only those areas which have a variance greater than 10% and \$10,000 will be reported. Variances have been explained in further detail below.

2.1 Operating revenue

Total revenue brought to account for the month of March 2018 was \$486K.

Revenue YTD is at 94% compared to YTD budget, or \$1.4M behind budget.

2.1.1 Capital grants

Capital grants are currently \$1.5M or 42% behind YTD budget.

Main items behind YTD budget include:

- roads to recovery income of \$905K, with an invoice yet to be raised
- flood recovery federal income of \$179K, with an invoice yet to be raised
- flood mitigation works at Boort of \$166K; invoice has not been raised yet due to project extension and altered milestone dates
- Bridgewater foreshore of \$90K where the project dates have been extended.

2.1.2 Recurrent contributions

Recurrent contributions are currently \$28K or 47% behind YTD budget.

Main items behind YTD budget include:

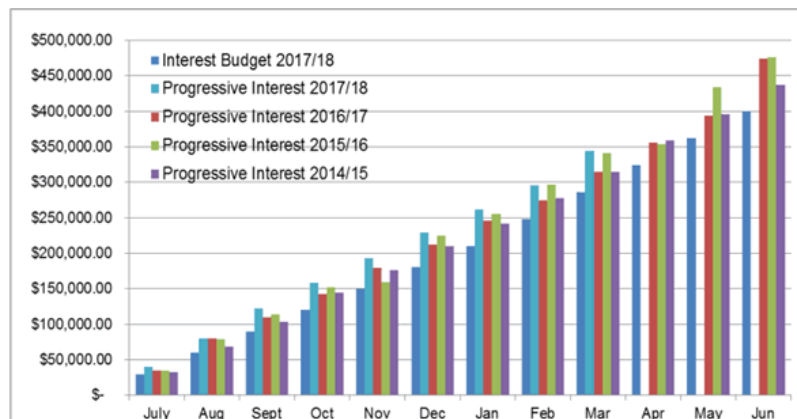
- supplementary valuations of \$11K with stage 5 to be completed before the final instalment is paid
- Serpentine Pavilion of \$15K with an invoice not yet raised.

2.1.3 Interest income

Interest received and accrued on investments and rates for the month of March 2018 was \$52K. Year to date income from interest is \$373K.

The total investment interest received and accrued to date is \$344K, and rates interest amounted to \$29K. Year to date represents 87% of the year revised budget amount of \$428K (\$400K for investments only).

Progressive interest from investments for the years 2014/15 to 2017/18 are:



The appendices of this report include a table that shows all investments for the financial year to date for 2017/18. All investments are term deposits with National Australia Bank or the Bendigo Bank. Due to the short term nature of the term deposits, those deposits which have not reached maturity are included as cash in the Balance Sheet. Interest realised, and interest accrued on non-matured deposits, are shown separately on the appendix.

2.2 Operating expenditure

Total operating expenditure for March 2018 was \$3.09M.

Expenditure YTD is at 98% compared to a YTD budget of \$23.19M or \$501K behind budget.

All items in this area are within the variance thresholds therefore require no reporting, although some items have been highlighted for reference.

2.2.1 Labour

Labour is currently behind YTD budget by \$205K at 3%. This will continue to be monitored closely and is expected to remain within boundaries of the 4.0% mandated cap set by Council.

2.2.2 Payments

During the month the following payments were made:

Creditor payments - cheque	\$16,714.74
Creditor payments - electronic funds transfer	\$2,349,431.52
Payroll (3 pays)	<u>\$879,341.84</u>
TOTAL	<u>\$3,245,488.10</u>

2.3 Operating surplus

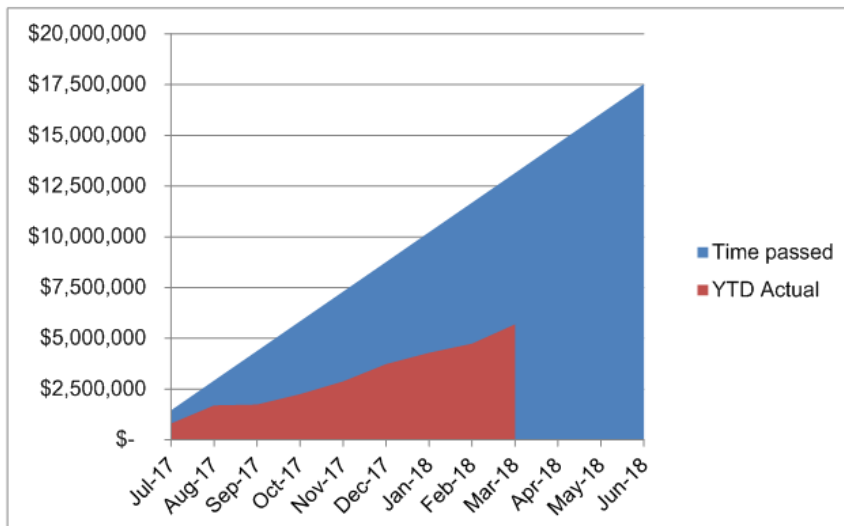
The operating surplus to date is \$3.02M which is \$854K or 39% ahead of YTD budget.

2.4 Capital expenditure

Total capital works expenditure for March was \$952K.

The total capital works expenditure is 41% complete in financial terms with 75% of the year elapsed.

YTD capital works is currently \$4.54M or 44% behind YTD budget.



Within the asset types the major variations to YTD budget are:

2.4.1 Proceeds from sale of assets

Proceeds from sale of assets are ahead of YTD budget by \$78K or 18%.

The main variation to budget is funds received from the sale of assets.

2.4.2 Furniture and office equipment

Furniture and office equipment are behind YTD budget by \$278K or 76%.

The main variation to budget is the IT strategy implementation works, which have commenced and are expected to progress as the year passes.

2.4.3 Land and buildings

Land and buildings are behind YTD budget by \$602K or 72%.

The main variations to budget relate to:

- upgrade of various public toilets with works in progress
- flood mitigation works in Boort which have commenced and works are ongoing.

2.4.4 Roadwork's

Roadwork's are behind YTD budget by \$1.7M or 37%.

Items behind budget include:

- construction works at Pyramid Yarraberb Road of \$291K with the project commencing and works progressing
- construction works at Cemetery Road of \$155K with the project yet to commence
- construction works at Sebastian Road of \$675K with the project yet to commenced
- construction works at Billings Road of \$425K with the project commence and progressing.

2.4.5 Urban and road drainage

Urban and road drainage is behind YTD budget by \$200K or 45%.

The main variation to budget is works in Chapel Street Serpentine with the project not yet commenced.

2.4.6 Recreation, leisure and community facilities

Recreation, leisure and community facilities are behind YTD budget by \$130K or 30%.

Main variations include the purchase of mowers for the caravan parks and solar power to be finalised at the Inglewood and Boort swimming pools.

2.4.7 Parks, open space and streetscapes

Parks, open space and streetscapes are behind YTD budget by \$723K or 37%.

The main variations to budget are within the Wedderburn streetscape project and the Inglewood pool upgrade where works are underway.

2.4.8 Footpaths

Footpaths are currently behind YTD budget by \$933K or 70%.

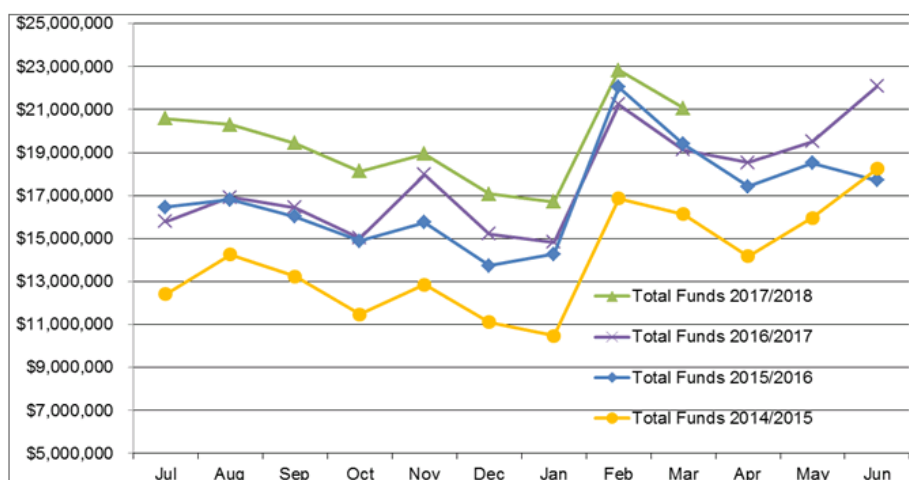
The main variations to budget relate to projects located in Railway Avenue Pyramid Hill, Serpentine car park, Victoria Street Pyramid Hill and Hospital Street Wedderburn with delays in the commencement of these projects.

3 STANDARD BALANCE SHEET

3.1 Cash

At the end of the month, Council's overall cash total was \$21.1M which includes a balance of \$2.1M in general accounts.

Month end balances for Council's cash, from July 2014 until the current month, are reflected in the graph that follows:



3.2 Receivables

3.2.1 Debtors

Monthly balances of the various categories of debtors for the financial year are:

Category of debtor	Mar 2017	June 2017	Jan 2018	Feb 2018	Mar 2018
Rates	\$ 1,141,321	\$ 309,702	\$ 6,834,902	\$ 1,626,174	\$ 1,061,547
Fire Services Property Levy	\$ 164,328	\$ 42,826	\$ 765,964	\$ 227,366	\$ 154,500
<i>Total Rates & Fire Services Property Levy</i>	<i>\$ 1,305,649</i>	<i>\$ 352,528</i>	<i>\$ 7,600,866</i>	<i>\$ 1,853,540</i>	<i>\$ 1,216,047</i>
Sundry debtors	\$ 660,032	\$ 804,928	\$ 673,224	\$ 1,519,979	\$ 689,694
Community loans/advances	\$ 7,413	\$ 7,145	\$ 5,800	\$ 5,800	\$ 5,800
Long term loans/advances	\$ 160,000	\$ 160,000	\$ 80,000	\$ 80,000	\$ 80,000
Employee superannuation	\$ (2,060)	\$ -	\$ 7,812	\$ 3,906	\$ (1,392)
Magistrates court fines	\$ 102,293	\$ 101,663	\$ 100,703	\$ 100,702	\$ 100,703
LESS provision for doubtful debts	\$ (77,530)	\$ (110,620)	\$ (92,370)	\$ (92,370)	\$ (92,370)
Total	\$ 2,155,797	\$ 1,315,642	\$ 8,376,034	\$ 3,471,557	\$ 1,998,482

3.2.2 Rates debtors

Outstanding rates and the Fire Services Property Levy at the end of selected months were:

	Mar 2017 (4/4/2017)	June 2017 (6/7/2017)	Jan 2018 (2/02/2018)	Feb 2018 (1/03/2018)	Mar 2018 (5/04/2018)
2005/06	\$ 351	\$ 357			
2006/07	\$ 938	\$ 953	\$ 252	\$ 256	\$ 257
2007/08	\$ 1,409	\$ 1,432	\$ 397	\$ 402	\$ 405
2008/09	\$ 1,634	\$ 1,661	\$ 415	\$ 420	\$ 423
2009/10	\$ 4,131	\$ 4,196	\$ 1,641	\$ 1,664	\$ 1,664
2010/11	\$ 8,373	\$ 8,351	\$ 3,071	\$ 3,114	\$ 3,064
2011/12	\$ 12,748	\$ 12,506	\$ 5,972	\$ 6,047	\$ 6,054
2012/13	\$ 14,553	\$ 14,341	\$ 6,845	\$ 6,928	\$ 6,968
2013/14	\$ 16,895	\$ 16,987	\$ 8,479	\$ 8,451	\$ 8,220
2013/14 Fire Services Property Levy	\$ 4,064	\$ 4,113	\$ 1,987	\$ 2,000	\$ 1,966
2014/15	\$ 45,614	\$ 45,994	\$ 19,112	\$ 19,306	\$ 19,432
2014/15 Fire Services Property Levy	\$ 6,231	\$ 6,112	\$ 4,199	\$ 4,212	\$ 3,474
2015/16	\$ 92,350	\$ 83,817	\$ 31,739	\$ 31,897	\$ 30,747
2015/16 Fire Services Property Levy	\$ 13,214	\$ 10,372	\$ 5,453	\$ 5,362	\$ 5,120
2016/2017	\$ 352,423	\$ 108,735	\$ 92,295	\$ 87,416	\$ 79,308
2016/2017 Fire Services Property Levy	\$ 53,290	\$ 32,600	\$ 13,215	\$ 12,305	\$ 11,347
2017/2018			\$ 4,447	\$ 763,679	\$ 305,847
2017/2018 Fire Services Property Levy			\$ 462	\$ 187,719	\$ 44,810
Sub-total: arrears	\$ 628,218	\$ 352,528	\$ 199,980	\$ 1,141,176	\$ 529,104
Current year (outstanding but not due)	\$ 589,879	\$ -	\$ 6,662,224	\$ 696,595	\$ 599,160.00
Fire Services Property Levy	\$ 87,552	\$ -	\$ 738,662	\$ 15,769	\$ 87,783.00
Total outstanding	\$ 1,305,649	\$ 352,528	\$ 7,600,866	\$ 1,853,540	\$ 1,216,047
<i>Summary</i>					
Rates in arrears	\$ 551,419	\$ 309,702	\$ 172,678	\$ 929,579	\$ 462,387
FSPL in arrears	\$ 76,799	\$ 42,826	\$ 27,302	\$ 211,597	\$ 66,717
Total arrears	\$ 628,218	\$ 352,528	\$ 199,980	\$ 1,141,176	\$ 529,104

The third instalment of rates was due for payment on 28 February 2018, and for those ratepayers who pay in full the due date was 15 February 2018.

This means that only the fourth instalment is not yet due. This is due for payment on 31 May 2018 and all other rates are in arrears with final reminder notices sent out.

3.2.3 Sundry debtors

Outstanding sundry debtors at the end of the month consist of:

Current	\$58,524	21%
30 days	\$51,934	18%
60 days	\$19,155	7%
90 + days	\$147,896	53%
Sub total routine debtors	\$277,509	100%
Government departments	\$182,412	
GST	\$229,774	
Total	\$689,694	
60 + days consists of:		
Community Wellbeing debtors	\$51,592	
Local community groups	\$25,663	
Others	\$89,795	
Total	\$167,050	

Total outstanding for sundry debtors as at 31 March 2018 is \$0.7M.

The mainstream sundry debtors of \$278K have been broken into the amount of time they have been outstanding. At present \$167K or 60% of that total has been outstanding for more than 60 days. One client in the “others” category has an outstanding balance of \$80K. This amount has been paid in early April. All debtors are contacted as a matter of routine.

3.2.4 Supplementary valuations

All rateable and non-rateable supplementary valuations are included in this report.

No supplementary valuations were completed in March 2018.

The current balances at end of March 2018 were:

Valuation type	Opening balances	Supplementary changes	Closing balances
Site value	\$ 1,125,747,600	\$ -	\$ 1,125,747,600
Capital improved value	\$ 1,817,578,800	\$ -	\$ 1,817,578,800
NAV	\$ 93,538,448	\$ -	\$ 93,538,448

The total rateable CIV at the end of March 2018 remains at \$1.82B.

APPENDIX 1: STANDARD INCOME STATEMENT

	2017/18 Original Budget	2017/18 Revised Budget	YTD Budget	YTD Actual	Variance of YTD Actual & YTD Budget	% YTD Actual to YTD Budget	% YTD Actual to Revised Budget
REVENUE FROM ORDINARY ACTIVITIES							
Rates	\$10,406,865	\$10,446,656	\$10,380,273	\$10,382,866	\$2,593	100%	99%
Revenue grants	\$5,783,792	\$6,020,944	\$4,582,099	\$4,607,160	\$25,061	101%	77%
Capital grants	\$3,343,519	\$4,714,913	\$3,551,704	\$2,066,617	(\$1,485,087)	58%	44%
Vic Roads	\$710,647	\$521,681	\$391,257	\$429,524	\$38,267	110%	82%
User fees	\$1,681,277	\$1,849,110	\$1,379,032	\$1,411,665	\$32,633	102%	76%
Capital contributions	\$0	\$0	\$0	\$0	\$0	0%	0%
Recurrent contributions	\$15,000	\$85,000	\$60,003	\$31,521	(\$28,482)	53%	37%
Interest income	\$378,000	\$428,000	\$320,994	\$373,018	\$52,024	116%	87%
* Reversal of impairment losses	\$0	\$3,879	\$3,879	\$3,879	(\$0)	100%	100%
* Library equity	\$0	\$0	\$0	\$0	\$0	0%	0%
Reimbursements	\$305,320	\$428,632	\$350,684	\$358,657	\$7,973	102%	84%
Total revenue	\$22,624,420	\$24,498,814	\$21,019,925	\$19,664,907	(\$1,355,018)	94%	80%
EXPENDITURE FROM ORDINARY ACTIVITIES							
Labour	\$9,652,976	\$9,978,253	\$7,619,264	\$7,414,030	\$205,234	97%	74%
Materials & services	\$7,767,259	\$9,682,990	\$6,777,793	\$6,557,475	\$220,318	97%	68%
Depreciation	\$8,976,575	\$8,976,575	\$6,732,396	\$6,732,433	(\$37)	100%	75%
Utilities	\$430,439	\$454,832	\$345,503	\$354,709	(\$9,206)	103%	78%
Contract payments	\$1,565,480	\$2,093,754	\$1,519,708	\$1,433,764	\$85,944	94%	68%
Loan interest	\$0	\$0	\$0	\$0	\$0	0%	0%
Auditor costs	\$84,660	\$84,660	\$31,365	\$24,079	\$7,286	77%	28%
Councillor costs	\$220,078	\$220,078	\$165,060	\$173,210	(\$8,150)	105%	79%
Loss on sale of assets	\$0	\$0	\$0	\$0	\$0	0%	0%
* Impairment losses	\$0	\$0	\$0	\$0	\$0	0%	0%
Bad debts expense	\$0	\$0	\$0	\$0	\$0	0%	0%
Total expenditure	\$28,697,466	\$31,491,142	\$23,191,089	\$22,689,700	\$501,389	98%	72%
NET RESULT FOR THE PERIOD	(\$6,073,047)	(\$6,992,327)	(\$2,171,164)	(\$3,024,794)	\$853,629	139%	43%
The operating expenditure shown above is represented in Council's key direction areas as follows:							
	2017/18 Original Budget	2017/18 Revised Budget	YTD Budget	YTD Actual	Variance of YTD Actual & YTD Revised Budget	% YTD Actual to YTD Budget	% YTD Actual to Revised Budget
EXPENSES FROM ORDINARY ACTIVITIES							
Economic development & tourism	\$1,419,980	\$1,500,964	\$1,018,568	\$965,038	\$53,530	95%	64%
Leadership	\$1,218,296	\$1,892,213	\$1,351,506	\$1,906,300	(\$554,794)	141%	101%
Works & infrastructure	\$13,014,918	\$12,853,741	\$9,678,449	\$9,747,248	(\$68,799)	101%	76%
Good management	\$4,466,249	\$5,073,164	\$3,955,775	\$3,631,735	\$324,040	92%	72%
Environment	\$2,056,061	\$2,114,734	\$1,588,335	\$1,411,921	\$176,414	89%	67%
Community services & recreation	\$6,521,964	\$8,056,326	\$5,598,456	\$5,027,459	\$570,997	90%	62%
Loss on sale of assets	\$0	\$0	\$0	\$0	\$0	0%	0%
Total operating expenditure	\$28,697,466	\$31,491,142	\$23,191,089	\$22,689,700	\$501,389	98%	72%
NET RESULT FOR THE PERIOD	(\$6,073,047)	(\$6,992,327)	(\$2,171,164)	(\$3,024,794)	\$853,629	139%	43%

* Income and expense items required by Australian Accounting Standards (AAS)

APPENDIX 2: STANDARD CAPITAL WORKS STATEMENT

	2017/18 Original Budget	2017/18 Revised Budget	YTD Budget	YTD Actual	Variance of YTD Actual & YTD Budget	% YTD Actual to YTD Budget	% YTD Actual to Revised Budget
FUNDING DECISIONS							
Add loan interest accrued	\$0	\$0	\$0	\$0	\$0	0%	0%
Less loan repayments	\$0	\$0	\$0	\$0	\$0	0%	0%
Add transfer from reserves	\$6,557,088	\$14,809,277	\$0	\$3,318	(\$3,318)	0%	0%
Less transfer to reserves	(\$2,182,392)	(\$3,683,874)	\$0	\$0	\$0	0%	0%
Add proceeds from sale of assets	\$490,670	\$583,004	\$433,500	\$511,087	(\$77,587)	118%	88%
TOTAL FUNDING DECISIONS	\$4,865,366	\$11,708,407	\$433,500	\$514,405	(\$80,905)	119%	4%
NET FUNDS AVAILABLE FOR CAPITAL	(\$1,207,681)	\$4,716,080	(\$1,737,664)	(\$2,510,388)	\$772,724	144%	-53%
CAPITAL EXPENDITURE BY ASSET TYPE							
Furniture and office equipment	\$312,000	\$452,683	\$363,741	\$85,660	\$278,081	24%	19%
Land and buildings	\$2,360,363	\$1,567,737	\$835,604	\$233,799	\$601,805	28%	15%
Plant and equipment	\$844,100	\$1,130,610	\$371,205	\$368,615	\$2,590	99%	33%
Roadworks	\$3,516,452	\$5,767,678	\$4,522,597	\$2,850,255	\$1,672,342	63%	49%
Urban and road drainage	\$308,000	\$557,596	\$445,341	\$245,015	\$200,326	55%	44%
Recreation, leisure and community facilities	\$1,124,000	\$563,851	\$430,328	\$300,371	\$129,957	70%	53%
Parks, open space and streetscapes	\$354,500	\$2,674,123	\$1,928,361	\$1,205,677	\$722,684	63%	45%
Footpaths	\$544,755	\$1,336,333	\$1,336,333	\$402,899	\$933,434	30%	30%
TOTAL CAPITAL EXPENDITURE PAYMENTS	\$9,364,170	\$14,050,611	\$10,233,510	\$5,692,291	\$4,541,219	56%	41%
NON CASH ADJUSTMENTS							
Less depreciation	\$8,976,575	\$8,976,575	\$6,732,396	\$6,732,433	(\$37)	100%	75%
Add reversal of impairment losses	\$0	(\$3,879)	(\$3,879)	(\$3,879)	(\$0)	100%	100%
Less loss on sale of assets	\$0	\$0	\$0	\$0	\$0	0%	0%
Less bad debts expense	\$0	\$0	\$0	\$0	\$0	0%	0%
TOTAL NON CASH ADJUSTMENTS	\$8,976,575	\$8,972,696	\$6,728,517	\$6,728,554	(\$37)	100%	75%
Accumulated surplus brought forward	(\$1,802,528)	(\$2,146,924)	\$0	\$0	\$0	0%	0%
NET CASH (SURPLUS)/DEFICIT	(\$207,252)	(\$1,785,089)	\$5,242,658	\$1,474,125	\$3,768,533	28%	-83%

APPENDIX 3: STANDARD BALANCE SHEET

	March 2018 As per trial balance	June 2017 As per financial statements	March 2017 As per trial balance
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	\$21,071,225	\$9,672,238	\$ 19,125,167
Trade and other receivables	\$1,836,482	\$1,232,111	\$ 1,993,796
Financial assets	\$36,534	\$13,776,284	\$ 72,365
Inventories	\$53,213	\$53,966	\$ 81,190
Non-current assets classified as held for sale	\$865,424	\$865,424	\$ 190,356
TOTAL CURRENT ASSETS	\$23,862,877	\$25,600,023	\$21,462,874
NON-CURRENT ASSETS			
Trade and other receivables	\$162,000	\$79,921	\$ 162,000
Financial assets	\$537,622	\$274,045	\$ 362,225
Intangible assets	\$1,668,430	\$1,668,430	\$ 1,654,362
Property, infrastructure, plant and equipment	\$308,044,784	\$309,596,011	\$ 302,194,437
TOTAL NON-CURRENT ASSETS	\$310,412,836	\$311,618,407	\$ 304,373,024
TOTAL ASSETS	\$334,275,713	\$337,218,430	\$325,835,901
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	\$425,319	\$642,364	\$ 587,907
Trust funds and deposits	\$520,224	\$404,438	\$ 462,799
Provisions	\$1,750,730	\$2,192,670	\$ 2,173,679
Interest bearing loans and borrowings	\$0	\$0	\$ -
TOTAL CURRENT LIABILITIES	\$2,696,273	\$3,239,472	\$ 3,224,385
NON-CURRENT LIABILITIES			
Provisions	\$2,324,221	\$1,698,946	\$ 2,324,221
Interest bearing loans & borrowings	\$0	\$0	\$ -
TOTAL NON-CURRENT LIABILITIES	\$2,324,221	\$1,698,946	\$2,324,221
TOTAL LIABILITIES	\$5,020,494	\$4,938,418	\$ 5,548,606
NET ASSETS	\$329,255,219	\$332,280,012	\$320,287,294
EQUITY			
Accumulated Surplus	\$92,511,183	\$37,161,521	\$ 96,791,138
Asset Revaluation Reserve	\$217,168,524	\$295,118,491	\$ 208,675,727
Other Reserves	\$19,575,512	\$0	\$ 14,820,429
TOTAL EQUITY	\$329,255,219	\$332,280,012	\$320,287,294

APPENDIX 4: INVESTMENTS

LODDON SHIRE COUNCIL INVESTMENT SCHEDULE											
	Establishment date	Status	Maturity date	Investment days	Interest rate	Investment amount	Interest last year (accrued)	Interest this year	Current investments	Interest received to date	Accrued interest
NAB 44-452-1114	22/05/2017	Closed	21/07/2017	60	2.32%	\$ 2,000,000	\$ 4,958	\$ 2,669	\$ -	\$ 2,669	\$ -
NAB 70-700-8970	2/03/2017	Closed	31/07/2017	90	2.52%	\$ 2,000,000	\$ 8,147	\$ 4,280	\$ -	\$ 4,280	\$ -
NAB 44-452-1114	21/07/2017	Closed	21/08/2017	31	1.91%	\$ 1,000,000	\$ -	\$ 1,622	\$ -	\$ 1,622	\$ -
NAB 23-570-3368	22/06/2017	Closed	23/08/2017	62	2.28%	\$ 1,000,000	\$ 500	\$ 3,373	\$ -	\$ 3,373	\$ -
BGO 2294215	8/06/2017	Closed	6/09/2017	90	2.50%	\$ 2,000,000	\$ 3,014	\$ 9,315	\$ -	\$ 9,315	\$ -
BGO 2297208	13/06/2017	Closed	13/09/2017	92	2.55%	\$ 1,000,000	\$ 1,188	\$ 5,310	\$ -	\$ 5,310	\$ -
NAB 44-441-8766	30/05/2017	Closed	27/09/2017	120	2.47%	\$ 2,000,000	\$ 4,196	\$ 12,045	\$ -	\$ 12,045	\$ -
BGO 2294216	8/06/2017	Closed	9/10/2017	123	2.55%	\$ 2,000,000	\$ 3,074	\$ 14,112	\$ -	\$ 14,112	\$ -
BGO 2304969	20/06/2017	Closed	18/10/2017	120	2.55%	\$ 1,000,000	\$ 699	\$ 7,685	\$ -	\$ 7,685	\$ -
NAB 64-792-7106	22/06/2017	Closed	20/10/2017	120	2.50%	\$ 2,000,000	\$ 1,096	\$ 15,342	\$ -	\$ 15,342	\$ -
BGO 2294217	8/06/2017	Closed	6/11/2017	151	2.60%	\$ 500,000	\$ 784	\$ 4,594	\$ -	\$ 4,594	\$ -
NAB 70-082-6145	30/06/2017	Closed	14/11/2017	137	2.48%	\$ 2,000,000	\$ -	\$ 18,617	\$ -	\$ 18,617	\$ -
NAB 70-700-8970	31/07/2017	Closed	28/11/2017	120	2.45%	\$ 2,000,000	\$ -	\$ 16,110	\$ -	\$ 16,110	\$ -
NAB 64-792-7106	20/10/2017	Closed	20/12/2017	61	2.27%	\$ 2,000,000	\$ -	\$ 7,587	\$ -	\$ 7,587	\$ -
NAB 93-462-0424	6/09/2017	Closed	8/01/2018	124	2.55%	\$ 1,000,000	\$ -	\$ 8,663	\$ -	\$ 8,663	\$ -
NAB 55-839-5005 (LSL)	28/06/2017	Closed	16/01/2018	202	2.51%	\$ 1,709,316	\$ -	\$ 23,756	\$ -	\$ 23,756	\$ -
NAB 35-640-3396	13/09/2017	Closed	12/02/2018	152	2.56%	\$ 1,000,000	\$ -	\$ 10,661	\$ -	\$ 10,661	\$ -
NAB 44-452-1114	21/08/2017	Closed	19/02/2018	182	2.53%	\$ 1,000,000	\$ -	\$ 12,615	\$ -	\$ 12,615	\$ -
NAB 70-700-8970	28/11/2017	Closed	26/02/2018	90	2.50%	\$ 2,000,000	\$ -	\$ 12,330	\$ -	\$ 12,330	\$ -
NAB 44-441-8766	27/09/2017	Closed	26/03/2018	180	2.61%	\$ 2,000,000	\$ -	\$ 25,742	\$ -	\$ 25,742	\$ -
NAB 70-700-8970	26/02/2018	Closed	26/03/2018	30	2.01%	\$ 2,000,000	\$ -	\$ 3,304	\$ -	\$ 3,304	\$ -
11:am Account BGO	at 31/3/2018	Open	N/A		1.50%	\$ 1,005,378	\$ -	\$ -	\$ 1,005,378	\$ -	\$ -
NAB 42-467-7076	9/10/2017	Open	9/04/2018	182	2.60%	\$ 2,000,000	\$ -	\$ 25,929	\$ 2,000,000	\$ -	\$ 24,647
NAB 70-082-6145	14/11/2017	Open	16/04/2018	153	2.54%	\$ 2,000,000	\$ -	\$ 21,294	\$ 2,000,000	\$ -	\$ 19,067
NAB 64-792-7106	20/12/2017	Open	21/05/2018	152	2.52%	\$ 2,000,000	\$ -	\$ 20,969	\$ 2,000,000	\$ -	\$ 13,946
NAB 44-452-1114	19/02/2018	Open	21/05/2018	90	2.47%	\$ 2,000,000	\$ -	\$ 12,316	\$ 2,000,000	\$ -	\$ 5,414
NAB 33-563-0508	19/02/2018	Open	19/06/2018	120	2.48%	\$ 2,000,000	\$ -	\$ 16,307	\$ 2,000,000	\$ -	\$ 5,436
NAB 70-700-8970	28/03/2018	Open	26/06/2018	90	2.60%	\$ 1,000,000	\$ -	\$ 6,411	\$ 1,000,000	\$ -	\$ 214
NAB 55-839-5005 (LSL)	16/01/2018	Open	16/07/2018	181	2.54%	\$ 1,791,312	\$ -	\$ 22,563	\$ 1,791,312	\$ -	\$ 9,225
NAB -33-755-3209	19/02/2018	Open	19/07/2018	131	2.48%	\$ 2,000,000	17/18 only	\$ 17,802	\$ 2,000,000	\$ -	\$ 5,406
NAB 44-441-8766	26/03/2018	Open	24/07/2018	120	2.62%	\$ 2,000,000	17/18 only	\$ 13,782	\$ 2,000,000	\$ -	\$ 718
NAB 35-640-3396	12/02/2018	Open	13/08/2018	182	2.50%	\$ 1,000,000	17/18 only	\$ 9,452	\$ 1,000,000	\$ -	\$ 3,219
NAB 84-459-3192(Wedderburn Kinder)	16/01/2018	Open	16/07/2018	181	2.54%	\$ 197,543	\$ -	\$ -	\$ 197,543	\$ -	\$ -
Interest on Kinder account						\$ 2,488	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on general bank accounts							\$ -	\$ 36,893	\$ -	\$ 36,893	\$ -
Totals							\$ 27,656	\$ 423,472	\$ 18,994,234	\$ 256,628	\$ 87,322
Interest earned											\$ 343,950
Interest transferred to/from externally funded projects											\$ -
Net interest on investments											\$ 343,950

9.4 AUDIT COMMITTEE REMUNERATION 2018-19 REPORT

File Number: 06/02/003
Author: Sharon Morrison, Director Corporate Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council:

1. increases the quarterly remuneration paid to independent members of the Audit Committee to \$465, effective the quarter commencing 1 May 2018
2. maintains payment of an extra quarter remuneration to the Chair during a one year term
3. maintains a travel reimbursement for independent members of the Audit Committee, paid at the rate that Councillors are reimbursed for travel.

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 was provided with an Audit Committee Remuneration Report at the Ordinary Meeting held on 26 April 2017, where Council resolved as follows:

1. *increases the quarterly remuneration paid to independent members of the Audit Committee to \$455, effective the quarter commencing 1 May 2017*
2. *retain payment of an extra quarter remuneration to the Chair during a one year term*
3. *retain a travel reimbursement for independent members of the Audit Committee, paid at the rate that Councillors are reimbursed for travel.*

BACKGROUND

The Consumer Price Index for All Groups – Melbourne for December Quarter 2016 to December Quarter 2017 seasonally adjusted is used as the guide for increases to Audit Committee remuneration annually. The indexation has been sourced from the Australian Bureau of Statistics and is 1.9%.

Application of 1.9% to the Audit Committee's current remuneration of \$455 per quarter calculates to \$463.65 per quarter. This report recommends that this amount be rounded to \$465 per quarter.

ISSUES/DISCUSSION

Last year's report confirmed Council's commitment of an extra quarterly payment to the Chair during a one-year term. This payment recognises the additional responsibility held by the Chair.

It also confirmed a travel reimbursement to be paid to independent members at the same rate as the Councillors' travel reimbursement.

This report recommends that the travel reimbursement and extra payment for the Chair be retained.

COST/BENEFITS

There is a small financial cost to Council resulting from this report which can be accommodated within Council's budget.

RISK ANALYSIS

Council increases the likelihood of recruiting and retaining quality Audit Committee members by ensuring that remuneration is reviewed on a regular basis.

CONSULTATION AND ENGAGEMENT

Nil

9.5 LODDON VALLEY FOOD AND WINE EXPO

File Number: 16/07/003
Author: Robyn Vella, Marketing and Tourism Officer
Authoriser: Lynne Habner, Manager Executive and Commercial Services
Attachments: 1. Draft Food and Wine Expo Budget

RECOMMENDATION

That Council

1. partner with The Loddon Southern Development and Tourism Committee of Management to assist in coordinating and hosting the Loddon Valley Food and Wine Expo.
2. fund the co-contribution for the Regional Development funding submission up to \$10,000.

CONFLICT OF INTEREST

The Loddon Shire Tourism and Marketing Officer is the Council-appointed secretary for the Loddon Southern Development and Tourism Committee of Management, therefore there is no conflict of interest.

PREVIOUS COUNCIL DISCUSSION

A presentation about the Loddon Valley Food and Wine Expo was given on 10 April at the Council Forum by the executive of the Loddon Southern Development and Tourism Committee of Management.

BACKGROUND

The Southern Loddon Tourism and Development Committee of Management is a section 86 Committee of Council.

For the past six years this committee has been coordinating the Out N About in Tarnagulla, later known as Tarnagulla Strictly Vintage Fair. For the past three years the main element has been a High Tea organised by the Committee.

The Committee at their February meeting decided to no longer host the High Tea or coordinate the Tarnagulla Strictly Vintage Fair due to the decline in numbers at the 2017 event.

At their Committee meeting in February a new event proposal was tabled to host a Loddon Valley Food and Wine Expo at the Newbridge Recreation Reserve utilising the new complex.

The event proposal was well received and the Loddon Southern Development and Tourism Committee resolved to investigate hosting a Loddon Valley Food and Wine expo at the Newbridge Recreation Reserve in March 2019.

This concept came about from the development of the Loddon Shire Tourism Marketing Plan. The plan identifies Loddon Valley's food and sustainable living, particularly signature products that cannot be found elsewhere or are considered the best available product in Australia. Some of these products are Laucke Flour, Eucalyptus Oil, Pyramid Salts, Olives, Tomatoes and Inglewood Dry Aged Beef.

ISSUES/DISCUSSION

Loddon Shire has over 30 relevant producers within our region. The Loddon Valley Food and Wine Expo would only showcase Loddon Valley producers.

There would be a high quality sit down "Food and Wine" luncheon in the Newbridge Recreation Pavilion, prepared and cooked by a celebrity chef. The chef would have to design the menu from the produce grown within Loddon Shire.

The luncheon would cater for 100 people and tickets would be pre sold.

Whilst the luncheon is occurring in the pavilion, outside in the grounds would be an expo showcasing Loddon Valley producers and products.

A large promotional screen would be operating outside showcasing the celebrity chef preparing the luncheon, the Loddon Valley producers and experiences on offer when visiting Loddon Valley.

There would be an entry fee into the "Food and Wine" expo, which could include a complementary wine glass on arrival.

The Loddon Valley Food and Wine expo would be reliant on obtaining funding.

The Loddon Southern Development and Tourism Committee of Management Executive have met with Loddon Shire Council Manager Executive and Commercial Services, Tourism and Marketing Officer and Regional Development Victoria.

The proposed expo was well received by Regional Development Victoria which suggested submitting an expression of interest to the Regional Jobs and Infrastructure Fund Stronger Regional Communities Plan. This funding program offers rural up to \$50,000 with a maximum funding ratio for co-contributions of up to \$3 (RDV): \$1 (other source).

The Melbourne Food and Wine Festival is held in March each year. Businesses/organisations have to apply to be part of this festival.

The Loddon Southern Development and Tourism Committee would apply for the Loddon Valley Food and Wine expo to be part of Melbourne Food and Wine Festival. If successful, the Loddon Valley Food and Wine expo would be included in Melbourne Food and Wine Festival marketing and promotions.

Loddon Shire Council would apply for the funding through Regional Development Victoria from the funding program Regional Jobs and Infrastructure Fund Stronger Regional Communities Plan.

The Loddon Southern Development and Tourism Committee and Loddon Shire Council staff need to meet and design an event plan identifying who is responsible for particular areas of the event.

The Committee has prepared a draft budget with the estimated cost for the event being \$33,300 (attached).

COST/BENEFITS

This expo will bring together Council, the Loddon Southern Development and Tourism Committee of Management, Loddon Valley producers and other organisations for a common theme to showcase Loddon Valley and its offerings. It meets objectives in the Loddon Shire Council Plan under section 5.4.2 Theme: Economic Prosperity, in the Tourism Strategy under focus area Development of Tourism Product and Services, in the Economic Development Strategy issue section Information flow and marketing and in the Tourism Marketing Plan under section product, assets and experiences.

This type of an event will attract a different market segment; the "Food and Wine Life stylers" who represent 13% of the total population 18+. They are a credible authority on eating out and seek to enhance sophisticated palate and culinary knowledge through understanding about food and wine. In particular they like to get to know the characters and stories behind the food and wine from the winemaker or chef

RISK ANALYSIS

The risk associated with the Loddon Valley Food and Wine expo is that the expo is reliant on funding from the State and Local Government and the public and private sector to be successful.

CONSULTATION AND ENGAGEMENT

The Loddon Southern Development and Tourism Committee of Management have verbally contacted Loddon Valley producers about the expo and have obtained positive feedback.

The Executive have met with Loddon Shire Council Manager Executive and Commercial Services, Tourism and Marketing Officer and Regional Development Victoria seeking support for the expo.

A presentation about the Loddon Valley Food and Wine Expo was also given on 10 April at the Council Forum.

Approval has been grant by the Newbridge Recreation Reserve Committee for the Loddon Southern Development and Tourism Committee of Management to host the Loddon Valley Food and Wine expo at the reserve in March 2019.

Projected Expenses				Projected Income			
Hire of Newbridge complex	\$	600.00	Friday & Saturday	Oval and full complex	Entrance at gate per car	500 x \$5	\$ 2,500.00
Chef	\$	10,000.00	Celebrity chef	To be advised	Exhibitors per site	10 x \$50	\$ 500.00
Staff	\$	1,000.00	Waiting staff TAFE	Probably have to give donation	Payment for dinner per head	120 x \$70	\$ 8,400.00
Food for lunch	\$	3,000.00	Food for 3 courses	Required by chef	Canteen (drinks)		
Wine for lunch	\$	1,500.00	Wine to accompany	Local wines	Possible sponsor donation (untested)		
Marquees	\$	3,000.00	For tables & chairs for diners outside	From Bendigo hire they will erect	Loddon Shire		\$ 10,000.00
Wine glasses	\$	500.00	Red & White for dinner	For dinner guests	Hazledenes		\$ 1,000.00
Music	\$	2,000.00	For 2 groups	Local talent	Powercor		\$ 600.00
Speaker	\$	1,500.00	For dinner	TBA	Scato		\$ 500.00
Advertising	\$	4,000.00	Media & newspapers	TV Radio newspapers	ASQ		\$ 500.00
Big screen	\$	2,000.00	For outside for slide show	Showcasing our Shire	Telstra		\$ 600.00
Printing of program	\$	1,000.00	Program and leaflets	Prog exhibitors and leaflets & flyers	Inglewood & District Community Bendigo Bank		\$ 1,500.00
First aid	\$	700.00	St Johns	Health & safety	Bygum		\$ 500.00
Childrens events	\$	1,500.00	Jump/castle face paint	Hire these	Visit Vic		\$ 1,500.00
Misc	\$	1,000.00			Regional Development Victoria (conservative estimate of grant)		\$ 10,000.00
Total	\$	33,300.00			Total		\$ 38,100.00

Total projected income	\$	4,800.00
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9.6 STRATEGIC RISKS REPORT

File Number: 02/02/001
Author: Sharon Morrison, Director Corporate Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council approves the changes to the strategic risk register as set out in this 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

Council receives quarterly Risk Management Reports following each Audit Committee meeting which include updates on strategic risks.

Council workshopped strategic risks at the forum on 10 April 2018.

BACKGROUND

The Local Government Performance Reporting Framework has a requirement for Council to report six monthly its strategic business risks, their likelihood and consequence and risk minimisation strategies.

This report summarises existing strategic risks and proposes the addition of a number of further strategic risks.

ISSUES/DISCUSSION

As part of the development of the 2017-2021 Council Plan, a number of strategic risks were identified. These risks were assessed by Councillors and senior management staff at the Council forum on 13 June 2017 using Council's Risk Management Policy and added to the Strategic Risk Register.

Risk #	Strategic Business Risks	Likelihood	Consequence	Risk Level
57	Council's Ageing workforce	Likely	Moderate	High
56	Reliance on ageing volunteers	Likely	Insignificant	Medium
58	A natural disaster event	Possible	Minor	Medium
75	Council's high reliance on recurrent funding and specific purpose grants	Possible	Minor	Medium
76	Lack of local community consultation on projects	Possible	Insignificant	Low
77	Increase in regulatory compliance for Section 86 Committees	Possible	Insignificant	Low
78	Council's current financial assistance model for committees managing facilities	Possible	Minor	Medium

79	Council's current financial assistance model for committees managing facilities	Possible	Insignificant	Low
80	Change in weather patterns affecting dry land farmers	Possible	Insignificant	Low

Only two of the above strategic risks have outstanding corrective actions:

Risk #	Corrective Action	Date Raised	Responsibility	Comment	Due Date
57	Risks of poor or non-existent workforce planning and management practices could lead to goals not being achieved, poor morale, limited understanding of employee skills available.	22 Sep 2014	Carol Canfield	Workforce strategy has commenced. Corrective action due date has been pushed out to coincide with the Audit Committee completion date.	30 Jun 18
78	Investigate options for supporting committees in reducing operating expenditure by leveraging off Council's purchasing ability eg: utilities contract	20 Apr 2016	Sharon Morrison	A review of the community support policy and related policies is currently underway.	30 Nov 18

One effective way of identifying strategic risks is to ask:

1. What will prevent us from achieving our strategic objectives (as set out in the Council Plan)?
2. What (corrective) actions could we take to respond to anything identified in response the above question?

At a workshop with Loddon Leaders on 28 February 2018, the following risks and risk mitigation strategies were identified, and their likelihood and consequences have been assessed as below:

Risk #	Strategic Business Risks	Likelihood	Consequence	Risk Level	Risk Mitigation
New	Changes in legislation	Likely	Major	High	-Maintain compliance software such as Reliansys -Stay involved in sector groups -Identify regional approaches

Risk #	Strategic Business Risks	Likelihood	Consequence	Risk Level	Risk Mitigation
New	Inability to attract and retain skilled staff	Possible	Major	High	<ul style="list-style-type: none"> -Maintain car pool -Finish workforce strategy -Investigate more flexible working options -Maintain current employee benefits -Expand options for trainees and similar programs that support work opportunities for entry level workforce -Finalise Gender Equity Plan -Stay informed of opportunities -Utilise Landmate Environment Program or similar Department of Justice programs
New	Lack of capacity to collaborate towards shared goals	Possible	Major	High	<ul style="list-style-type: none"> -Build knowledge across business units -Investigate shared services
New	Changes in community expectations	Likely	Major	High	<ul style="list-style-type: none"> -Finalise and implement community engagement guidelines -Manage expectations by increasing communication -Customer service training
See #75	Reliance on external sources of funding and co-operation	Possible	Minor	Medium	None – as for Risk 75

The JLT Key Risk Indicator Top Local Government Risks 2017 Preliminary Report also identifies the following risks:

- Financial sustainability
 - Inadequate government funding/grants
 - Inadequate rate revenue to deliver services
- Theft, fraud and crime
 - Theft of council property or money
- Reputation risks
 - Loss of community trust in Council
- Increased statutory and regulatory requirements
 - Cost shifting from other tiers of government
 - Impact of increased statutory and regulatory requirements on managing Council operation efficiently
- Environmental management
 - The impacts of climate change on future Council
- Property and infrastructure
 - Natural catastrophe damage to infrastructure
 - Inadequate capacity to finance asset base
- Natural Catastrophes/climate change
 - Damage to Council assets and infrastructure
 - Bushfire, flood, cyclones
 - Community disruption and recovery
- IT Infrastructure/Cyber
 - Emergence of cyber attacks
 - IT infrastructure is unable to keep pace with cyber
- Business continuity and community
 - Unplanned outage of IT or telecommunications
 - Natural catastrophe
- Ineffective governance
 - Failure to recognise roles and responsibilities
- Effective HR/WHS management
 - Health, safety and wellbeing of all employees
 - Limited capacity to attract and retain professional staff
- Errors, omissions or civil liability
 - The potential liabilities issues around damage
 - Understanding the risk associated with giving advice

Following a workshop with Councillors on 10 April 2018, the four risks identified by Loddon Leaders in the earlier table as well as two further risks listed by JLT above were identified for inclusion in Council's strategic risk register as well as an amendment to an existing risk.

It is therefore proposed to amend the strategic risk register as follows:

- Amend risk 75 to include reference to inadequate rate revenue to deliver current services and levels of service
- Add the following four new risks identified by Loddon Leaders:
 - Changes in legislation
 - Inability to attract and retain skilled staff
 - Lack of capacity to collaborate towards shared goals
 - Changes in community expectations
- Add the following two new risks identified during the Councillor workshop:
 - impact of increased statutory and regulatory requirements on managing Council operations effectively
 - inadequate capacity to finance asset base

COST/BENEFITS

The benefit of identifying strategic risks is to prepare Council for their occurrence.

RISK ANALYSIS

The identification and monitoring of Council's strategic risks should reduce the impact of those risks should Council encounter them in the future.

CONSULTATION AND ENGAGEMENT

The strategic risks and their corrective actions have been identified through workshops with councillors, executives and managers.

9.7 COMMITTEE OF MANAGEMENT CROWN ALLOTMENT 2019 TARNAGULLA

File Number: 16/04/010
Author: Sharon Morrison, Director Corporate Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: 1. PLN Crown Allotment 10A of Section 16 and Crown Allotments 2018, 2019 and 2020 Tarnagulla

RECOMMENDATION

That Council reply to the Department of Environment, Land, Water and Planning advising that Council is willing to become the Committee of Management over Crown Allotment 2019.

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 has been periodically updated on the status of the separation of land in the vicinity of the Community Centre and Public Hall at Tarnagulla at Council Forums.

BACKGROUND

The Tarnagulla Community Centre and Tarnagulla Public Hall are currently on one reserve along with a playground. The Department of Environment, Land, Water and Planning (DELWP) is currently working on separating the reserve into a number of separate reserves.

ISSUES/DISCUSSION

DELWP have recently contacted Council to determine whether Council is willing to become the committee of management over Crown Allotment 2019 which includes the playground and an access point to the toilet block. The attached plan identifies the land in question.

This would involve maintaining the playground and toilet block.

Council already maintains the playground and toilet block. Council officers have no objection to continuing this maintenance.

It is therefore recommended that Council respond to DELWP indicating willingness to become the Committee of Management over Crown Allotment 2019, thereby formalising the existing practice.

COST/BENEFITS

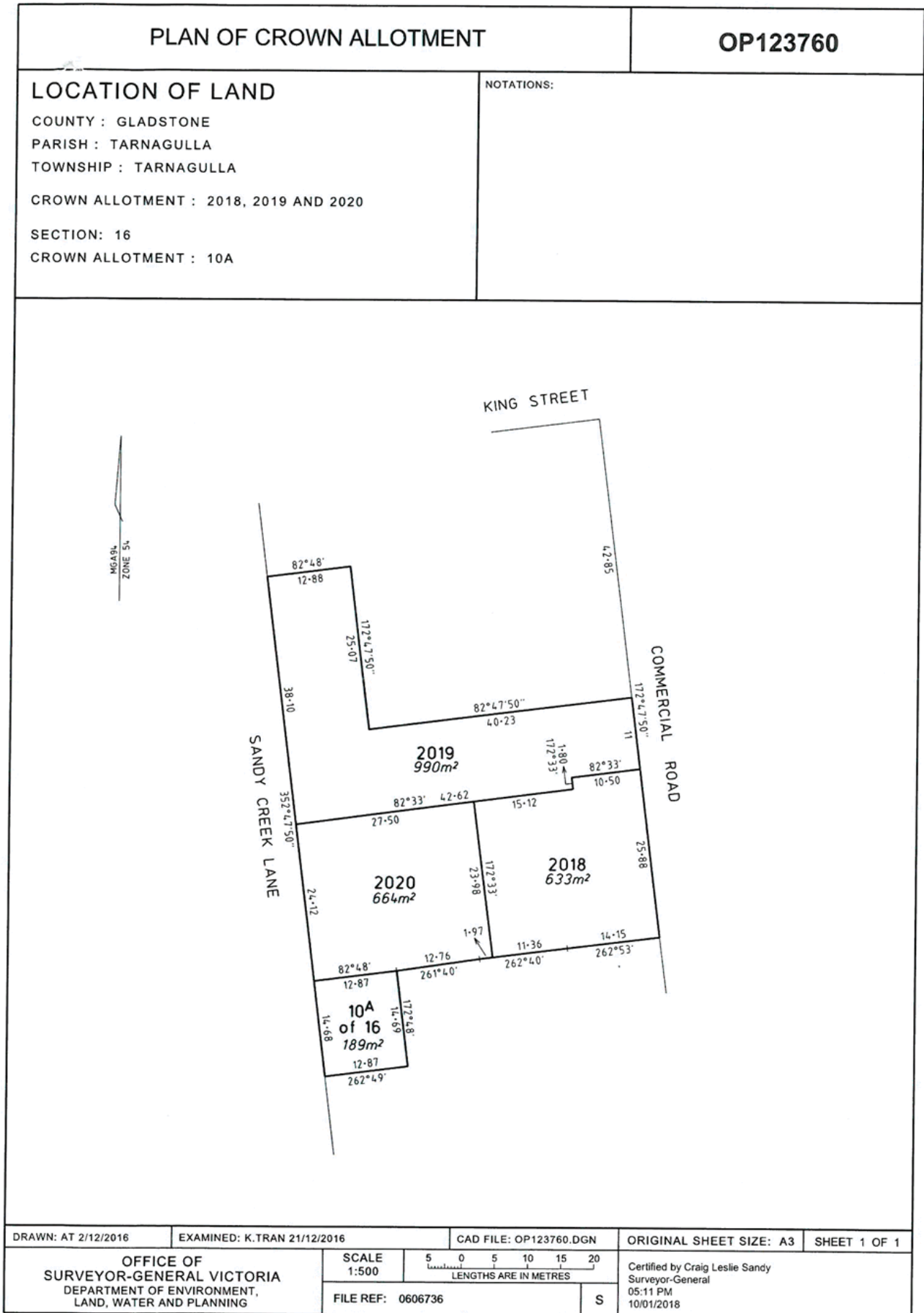
There is no additional cost as Council is already maintaining the area.

RISK ANALYSIS

There is a risk that formalising this existing arrangement will set a precedent where Council is asked to become the Committee of Management over more land. The likelihood of this risk occurring is possible however the consequence will be insignificant to minor where Council is already informally acting as the Committee of Management. Whether Council is informally or formally acting as the Committee of Management, a Council report will be prepared to seek Council approval to become a Committee of Management.

CONSULTATION AND ENGAGEMENT

Relevant staff and DELWP have been consulted and engaged in preparing this report.



10 INFORMATION REPORTS

Nil

11 COMPLIANCE REPORTS**11.1 SECTION 86 COMMITTEES - STATUS REPORT**

File Number: 02/01/005
Author: Michelle Hargreaves, Administration Officer
Authoriser: Sharon Morrison, Director Corporate Services
Attachments: Nil

RECOMMENDATION

That Council note the status of the Section 86 Committees of Management.

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 noted the status of Section 86 Committees of Management at the Council meeting on 24 October 2017.

BACKGROUND

Section 86 of the Act allows Loddon Shire Council (the Council) to delegate its powers, duties or functions (with certain limitations) to special committees. These are commonly known as Section 86 Committees. A Section 86 Committee is established by an instrument of delegation by the Council, which outlines the Committee's purpose and specific powers. These Committees typically involve activities such as the management of halls, community centres, pools, recreation reserves and development & tourism within Council boundaries.

In April 2013, the internal auditors conducted a review of Section 86 committees.

The review assessed whether Council:

- has appropriate policies and procedures to effectively govern the delegation of Council's powers, functions and duties under Section 86 of the Act
- complies with the Act in relation to the delegation of powers and functions, the appointment and on-going operation of Section 86 Committees, and
- has appropriate monitoring and reporting mechanisms in place to enable effective management of the Committees.

The results of the review identified a number of strong controls around the management and operation of Section 86 Committees as well as some opportunities for improvement including:

- The need for formal reporting to the Council on the on-going conduct and financial operations of Section 86 Committees;
- Monitoring the holding of meetings and provision of financial reports on a consistent basis.

Council indicated at the Council meeting on 24 October 2017 that a half yearly status report on section 86 committees would assist in monitoring the status of section 86 committees.

ISSUES/DISCUSSION

Annual meetings generally take place at the end of the financial year, generating the requirement for financials and committee appointment to be provided to Council.

At the time of preparing this report, the status of committees was as follows:

Committee Name	Status of committee (active / potential / disbanded / under review)	Status of Instrument of Delegation (reviewed and approved / under review / draft sent / due for review / overdue for review)	Annual meeting minutes received? (yes / no / comment)	2016/17 financials received to be audited? (yes / no / comment)	Committee appointment received? (yes / no / comment)	Compliant with minutes forwarded (yes / no / comment)
Boort Aerodrome	Active	Draft sent	Yes	Yes	Yes	No-not on time and some missing
Boort Tourism Development	Active Amalgamated New name	Under review	Yes	Yes	No	No-not on time and some missing
Boort Memorial Hall	Active	Under review	Yes	Yes	Yes	No-not on time and some missing
Boort Park	Active	Document returned for signing	Yes	Yes	Yes	No-not on time and some missing
Bridgewater On Loddon Development	Active	Draft sent	Yes	Yes	Yes	No-not on time and some missing
Campbell's Forest Hall	Active	Draft sent	Yes	Yes	Yes	No-not on time and some missing
Donaldson Park	Active	Under review	Yes	Yes	Yes	No-not on time
East Loddon Community Centre	Active	Draft sent	Yes	Yes	Yes	No-not on time and some missing
Inglewood Community Sports Centre	Active	Draft sent	Yes	Yes	Yes	No-not on time and some missing

Committee Name	Status of committee (active / potential / disbanded / under review)	Status of Instrument of Delegation (reviewed and approved / under review / draft sent / due for review / overdue for review)	Annual meeting minutes received? (yes / no / comment)	2016/17 financials received to be audited? (yes / no / comment)	Committee appointment received? (yes / no / comment)	Compliant with minutes forwarded (yes / no / comment)
Inglewood Lions Community Elderly Persons Units	Active	Under review	No	Yes	Yes	No-not on time and some missing
Inglewood Town Hall Hub	Active	Draft sent	No - deferred	Yes	Yes	No-not on time and some missing
Jones Eucalyptus Distillery Site	Active	Draft sent	Yes	Yes	Yes	No-not on time and some missing
Kingower Development and Tourism	Active	Under review	Yes	Yes	Yes	No-not on time and some missing
Korong Vale Mechanics Hall	Active	Under review	No	No	No	No-not on time and some missing
Korong Vale Sports Centre	Active	Under review	Yes	Yes	Yes	No-not on time
Little Lake Boort Management	Active	Under review	Yes	Yes	Yes	No-not on time and some missing
Loddon Southern Tourism and Development	Active	Under review	Yes	Yes	Yes	No- some missing
Pyramid Hill Memorial Hall	Active	Draft sent	Yes	Yes	Yes	No-not on time
Pyramid Hill Swimming Pool	Active	Under review	Yes	Yes	Yes	No-not on time

Committee Name	Status of committee (active / potential / disbanded / under review)	Status of Instrument of Delegation (reviewed and approved / under review / draft sent / due for review / overdue for review)	Annual meeting minutes received? (yes / no / comment)	2016/17 financials received to be audited? (yes / no / comment)	Committee appointment received? (yes / no / comment)	Compliant with minutes forwarded (yes / no / comment)
Serpentine Bowls and Tennis Pavilion Reserve	Active	Under review	Yes	Exempt	Yes	No-not on time and some missing
Wedderburn Community Centre	Active	Under review	Yes	Yes	Yes	No-not on time and some missing
Wedderburn Engine Park	Active	Under review	Yes	Exempt	Yes	Yes
Wedderburn Mechanics and Literary Institute	Active	Document returned signed and finalised	Yes	Yes	Yes	Yes
Wedderburn Tourism Inc.	Active	Under review	Yes	Yes	Yes	No-not on time and some missing
Yando Public Hall	Active	Document returned signed and finalised	Yes	Yes	Yes	Yes
Results as at end of March 2018	Total (n=25)	Under review = 14 Draft sent = 8 Finalised = 3	Yes = 22 No = 3	Yes = 22 No = 1 Exempt = 2	Yes = 23 No = 2	Yes = 3 No/comment = 22
Results as at end of October 2017	Total (n=29)	Under review = 29	Yes = 17 No = 10 Comment = 2	Yes = 16 No = 9 Comment = 4	Yes = 12 No = 15 Comment = 2	Not reported

The following section 86 committees have been disbanded:

Committees appointed by Council as at September 2017	Comment
Boort Business and Tourism Council	Amalgamated with Boort Development
Dingee Progress Association	No delegated responsibility
Inglewood Riding Club	Management Agreement with Inglewood Cars and Bikes Inc.
Mitiamo Municipal Recreation Reserve	Management Agreement with Mitiamo Football Netball Inc.

COST/BENEFITS

There are no costs associated with the preparation of this report. The benefits of preparing this report include responding to previously identified opportunities for improvement identified in 2013 audit review.

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

Section 86 committees are contacted on a regular basis to follow up any outstanding documentation required for auditing purposes.

11.2 APPOINTMENT OF AUDIT COMMITTEE MEMBER

File Number: 06/02/003
Author: Sharon Morrison, Director Corporate Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council appoints Mr Rod Poxon to the Audit Committee for the period 1 May 2018 to 30 April 2022.

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

Council's Audit Committee comprises four community members and one Councillor. Currently, Cr Gavan Holt is Council's Representative on the Audit Committee.

The terms of Audit Committee community members are scheduled to expire on the basis of one member per annum.

The Audit Committee Charter outlines the terms of community members, and Mr Rod Poxon's term ends 30 April 2018.

ISSUES/DISCUSSION

The recruitment process for the vacant position commenced with advertisements in the Bendigo Advertiser, Loddon Times and Gannawarra Times and on Council's website.

The term of the vacancy is 1 May 2018 to 30 April 2022.

In accordance with the Audit Committee Charter:

"External independent persons will have senior business or financial management/reporting knowledge and experience, demonstrated commitment to local communities or be conversant with the financial and other reporting requirements.

The Mayor and Chief Executive Officer taking account of the experience of candidates and their likely ability to apply appropriate analytical and strategic management skills will undertake the evaluation of potential members, and a recommendation for appointment taken to Council."

After considering the applications received, the Mayor and the Chief Executive Officer recommend to Council that the most appropriate candidate for appointment is Mr Rod Poxon, who reapplied for the position.

COST/BENEFITS

Audit Committee members are paid a small attendance fee of \$445. They are also eligible to claim a travel allowance for meetings. These costs are accommodated within Council's budget.

RISK ANALYSIS

The annual expiry of terms of Audit Committee members reduces the risk of losing more than one community member at any given time, which assists in inducting new members onto the Committee while maintaining experience in the Committee's make up.

CONSULTATION AND ENGAGEMENT

Nil

12 GENERAL BUSINESS

13 CONFIDENTIAL ITEMS**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:

13.1 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.

13.2 Purchase of caravan parks on Crown land

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.

13.3 Sale of land, O'Neil Street Pyramid Hill

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.

13.4 Sale of land, 88 Victoria Street Pyramid Hill

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.

13.5 Lease of Council Property - Boort

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.

Closing of Meeting to the Public

RECOMMENDATION

That the meeting be closed to the public.

NEXT MEETING

The next Ordinary Meeting of Council will be held on 22 May 2018 at Serpentine commencing at at 3pm.

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

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