



Date: Tuesday, 27 August 2019
Time: 3pm
Location: Council Chambers, Serpentine

MINUTES

Ordinary Council Meeting

27 August 2019

**MINUTES OF LODDON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, SERPENTINE
ON TUESDAY, 27 AUGUST 2019 AT 3PM**

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

IN ATTENDANCE: Wendy Gladman (Director Community Wellbeing), Lynne Habner (Manager Executive and Commercial Services), Sharon Morrison (Director Corporate Services), Phil Pinyon (Chief Executive Officer), Steven Phillips (Director Operations)

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

Nil

4 DECLARATIONS OF CONFLICT OF INTEREST

Nil

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 23 July 2019
2. The minutes of the Ordinary Council Meeting of 23 July 2019
3. The minutes of the Council Forum of 13 August 2019

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2019/161

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

That Council confirm:

1. The minutes of the Council Briefing of 23 July 2019
2. The minutes of the Ordinary Council Meeting of 23 July 2019
3. The minutes of the Council Forum of 13 August 2019

CARRIED

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.

RESOLUTION 2019/162

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council receive and note the action sheet.

CARRIED

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.

Cr McKinnon**North Central Goldfields Regional Library**

Section 86 Committees: East Loddon Community Centre Committee of Management, Pyramid Hill Memorial Hall Committee of Management, Pyramid Hill Swimming Pool Committee of Management, Serpentine Bowls and Tennis Pavilion and Reserve Committee of Management

Nature Tourism Advisory Team**Other Council activities**

DATE	Activity
26/7/19	I called in at the Conversation Caravan at Pyramid Hill where students were enthusiastically engaging in the conversation and tucking in to a bacon and egg breakfast provided by the College.
31/7/19	Met with Tim Smith MP in Phil's office. Tim is the Shadow Minister for Planning and Heritage, Local Government, Housing and Population, and was interested in learning more about Loddon priorities and issues.
	Attended the Pyramid Hill Lions Club 50 th birthday dinner with over 70 guests. The Lions Club Citizen of the Year was announced – David Demaine, publican at the Victoria Hotel.
6/8/19	NCLLEN meeting in Charlton.

7/8/19	GLC Strategic Plan review in Bendigo
9/8/19	LCC meeting in Castlemaine with Mt Alexander Mayor, Bronwen Mackin, presenting on Climate Adaptation, and Wendy Gladman reporting on the Aged and Disability Reform Transition. This was followed by the MAV Rural North Central meeting at the same venue. Mr Pinyon raised the issue of this meeting clashing with a RCV meeting in Melbourne, as Cr Holt is our rep for both committees, and was unable to attend the MAV Rural North meeting. Coral Ross gave a detailed report on recent activities. Victorian Small business Commission Senior Manager Daniel Shepherdson introduced us to the "Small Business Friendly Council" initiative, where Council can sign a Charter Agreement committing to a range of actions, e.g. prompt payment (within 30 days) of accounts to small business, faster permit approval processes for small businesses, and supporting a small business network.
12/8/19	NDCH media launch of the Buloke, Loddon and Gannawarra Health Needs Implementation Plan in Kerang.
13/8/19	Council Forum in Wedderburn.
16/8/19	I joined the CLLM Leadership Program in Boort, with Cr Condliffe, Mr Pinyon, and Wendy Gladman, who gave a great presentation on governance.
19/8/19	Naturally Loddon Spring Festival meeting in Serpentine to finalise the program and the launch, this Sunday September 1 at John Piccoli's spanner garden. The guest speaker is Kevin Walsh, author of Waterwise Gardening who will also do a demonstration. The launch is at 1pm, with gates open from 11am.
	Attended a GMW meeting in Rochester with Mr Pinyon to hear that the funding form the Mitiamo pipeline is now locked in, and consultation with landowners will start immediately, with work planned to begin in February.
21/8/19	Attended the Pyramid Hill Progress Association meeting.
27/8/19	This morning I have attended the Pyramid Hill first responders meet and greet morning tea, and conducted a citizenship ceremony welcoming 2 Pyramid Hill residents as Australian citizens.

RESOLUTION 2019/163

Moved: Cr Cheryl McKinnon

Seconded: Cr Neil Beattie

That Council receive and note the Mayoral Report

CARRIED

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.

Cr Beattie

Murray Darling Association	
Rail Freight Alliance	
GMW Connections Project:	
Section 86 Committees: Boort Aerodrome Committee of Management, Boort Development Committee Inc., Boort Memorial Hall Committee of Management, Boort Park Committee of Management, Korong Vale Mechanics Hall Committee of Management, Korong Vale Sports Centre Committee of Management, Little Lake Boort Management Committee Inc., Yando Public Hall Committee of Management	
Other Council activities	
DATE	Activity
31/7/19	Attended Duncan Campbell's farewell
2/8/19	IT set up in my office with Michael Ralph
5/8/19	Attended Boort Tourism and Development meeting
7/8/19	Attended meeting Nolens Park with Planning and Healthy Hearts

13/8/19	Council Forum Wedderburn
18/8/19	Opened Boort Indoor Bowls Annual tournament
20/8/19	Attended Board meeting Bendigo Health
27/8/19	Attended Council Serpentine

Cr Condliffe

Calder Highway Improvement Committee	
Section 86 Committees: Bridgewater on Loddon Development Committee of Management, Campbells Forest Hall Committee of Management, Inglewood Community Sports Centre Committee of Management, Inglewood Lions Community Elderly Persons Units Committee of Management, Inglewood Town Hall Hub Committee of Management, Jones Eucalyptus Distillery Site Committee of Management	
7/8/19: Inglewood Town Hall Hub Committee	
26/8/19: Eucy Museum AGM	
Australia Day Committee	
Central Victorian Greenhouse Alliance	
15/8/19: Meeting in Ararat. Visited the wind farm – on one farm 75 wind turbines - farmers run all stock on the farms.	
Central Victoria Rural Women’s Network	
Healthy Minds Network	
21/8/19: Healthy Minds Network meeting Wedderburn P12 College.	
Loddon Youth Committee	
Other Council activities	
DATE	Activity
23/7/19	Inglewood and District Community Bendigo Bank meeting
1/8/19	Meeting Inglewood Resource Centre
6/8/19	NCLL network meeting in Charlton

8/8/19	Ramp Up Resilience at Inglewood with Karen Corr "Make a Change".
9/8/19	Women on Farms Gathering meeting Inglewood
13/8/19	Council Forum Wedderburn
13/8/19	Inglewood Resource Centre Meeting
15/8/19	Womens Health Loddon Mallee meeting Bendigo
16/8/19	Lead Loddon Murray Community Leadership visited Boort. I met the program at Fernihurst.
16/8/19	Inglewood Lions Club Dinner at Korong Vale Hotel.
18/8/19	Official opening Inglewood Fire Station. Firemen march from old fire station to new. Their first fire engine was brought up from the museum.
19/8/19	Dingee Bush Nursing Centre meeting
21/8/19	BOLD meeting/ followed by community meeting regarding closure of the post office - great attendance.
27/8/19	Council meeting Serpentine.

Cr Curnow

Loddon Mallee Waste Resource Recovery Group	
Section 86 Committees: Kingower Development and Tourism Committee	
Municipal Emergency Management Plan Committee and Municipal Fire Management Plan Committee	
Other Council activities	
DATE	Activity
29/7/19	Met with Tony Bellenger at LLRRR to discuss works to be done on boat ramp and canoe launch
31/7/19	Attended farewell to Duncan Campbell at Wedderburn offices
1/8/19	Attended IMEMPC meeting held at Wedderburn

3/8/19	Open day at Tarnagulla Community Centre
5/8/19	Committee of management meeting for Tarnagulla Community Centre
7/8/19	LMFMPC meeting held at Serpentine
9/8/19	Did not attend, but teleconferenced for more than 2 hours, to the MAV Emergency Management Committee meeting
13/8/19	Loddon Shire Council Forum at Wedderburn
14/8/19	Community meeting at Laanecoorie
16/8/19	LMWRRG Board meeting held in Melbourne
20/8/19	LMWRRG Executive Officer interviews held in Bendigo
22/8/19	LMWRRG Forum held at Swan Hill
26/8/19	LMWRRG Executive Officer 2 nd interviews held in Bendigo
27/8/19	Loddon Shire Council Meeting at Serpentine

Cr Holt

Municipal Association of Victoria	
Section 86 Committees: Donaldson Park Committee of Management, Wedderburn Community Centre Committee of Management, Wedderburn Engine Park Committee of Management, Wedderburn Mechanics Institute Hall Committee of Management, Wedderburn Tourism Committee of Management	
22/8/19: Attended meeting of the Loddon Shire Internal Audit Committee	
Audit Committee	
Other Council activities	
DATE	Activity
24/7/19	Attended a meeting of the Wedderburn Development Association
24/7/19	Chaired meeting of the Wedderburn Redbacks Beyond 18 Project Steering Committee
30/7/19	Attended a meeting of the Wedderburn and District Harness Racing Club Committee

9/8/19	Attended meeting of the Executive Committee of Rural Councils Victoria
10/8/19	Attended the Wedderburn Sea Lake winter sport program at Sea Lake
12/8/19	Attended a general meeting of the Wedderburn/Korong Vale RSL sub branch
13/8/19	Attended Council Forum in Wedderburn
17/8/19	Attended the Boort v Wedderburn winter sports program at Wedderburn which was a significant day for the fact that Danny Benaim played his 300 th senior game for Wedderburn
18/8/19	Attended the Wedderburn Redback Inc annual vote count/awards day
19/8/19	Chaired the annual meeting of the Donaldson Park Committee of Management where I was again elected President.
24/8/19	Attended the North Central Football League 1 st Semi Final program at Birchip

RESOLUTION 2019/164

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That Council receive and note the Councillors' reports

CARRIED

9 DECISION REPORTS

9.1 2018/19 FINANCIAL AND PERFORMANCE STATEMENTS IN PRINCIPLE REPORT

File Number: 06/01/001

Author: Deanne Caserta, Manager Financial Services

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: 1. Draft Loddon Financial Statements 2018/19
2. Draft Loddon Performance Statements 2018/19

RECOMMENDATION

That Council:

1. Adopts the Financial Statements and Performance Statement for the year ended 30 June 2019 as presented "in principle".
2. Authorise the Chief Executive Officer to make any amendments to the Financial Statement and Performance Statement for the year ended 30 June 2019 that may be requested by the Victorian Auditor-General.
3. Authorise the Mayor Cr Cheryl McKinnon, one other Councillor and the Chief Executive Officer to certify the audited Financial Statements and Performance Statement for the year ended 30 June 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

Nil.

BACKGROUND

Council's external auditors, RSD Audit, acting on behalf of the Victorian Auditor-General, visited Council's Wedderburn office during 7 to 9 August 2019 to finalise the audit of Council's Financial Statements and Performance Statement for the year ended 30 June 2019.

A requirement of the Local Government Act (s132 (2)) is that Council cannot formally submit the Financial Statements or Performance Statement to the Minister without having passed a motion giving in principle support to those statements.

It is also a requirement of the Local Government Act (s132(5)) that Council must ensure that the Financial Statements and Performance Statement, in their final form after any changes recommended or agreed by the auditor have been made, are certified in accordance with the regulations by two Councillors and any other prescribed person authorised by Council for this purpose.

ISSUES/DISCUSSION

The annual Financial Statements are presented in accordance with all relevant Australian Accounting Standards and consist of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, and Statement of Cash Flows, along with detailed notes expanding on each of these.

The Performance Statement is in line with the Regulations. It includes:

- 10 mandatory service performance indicators (two Home and Community Care indicators were discontinued after the 2015/16 reporting period and four others are optional – Economic Development, Immunisation, Sports Grounds and Street Sweeping),
- 12 financial sustainability indicators and
- 6 sustainable capacity indicators, which are financial and non-financial indicators of the sustainability of Council.

A standard format for the Performance Statement is provided by Local Government Victoria.

COST/BENEFITS

The benefit to Council and the community is accurate financial and non-financial information which shows the Council's results for the financial year, and provides insight into Council's sustainability.

RISK ANALYSIS

Preparation and auditing of Financial Statements and the Performance Statement are legislated functions of Council. Council must provide these documents along with the Report of Operations to the Minister for Local Government by 30 September 2019.

By having a structured project plan for delivery of the statements to the Victorian Auditor-General's representative, the risk of not meeting the legislative timeline is diminished.

CONSULTATION AND ENGAGEMENT

The Audit Committee has been provided with an overview of the Financial Statements and Performance Statement at the Audit Committee Meeting held on 22 August 2019.

RESOLUTION 2019/165

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council:

1. Adopts the Financial Statements and Performance Statement for the year ended 30 June 2019 as presented "in principle".
2. Authorise the Chief Executive Officer to make any amendments to the Financial Statement and Performance Statement for the year ended 30 June 2019 that may be requested by the Victorian Auditor-General.
3. Authorise the Mayor Cr Cheryl McKinnon, one other Councillor and the Chief Executive Officer to certify the audited Financial Statements and Performance Statement for the year ended 30 June 2019.

CARRIED

9.2 PLANNING APPLICATION 5447: PROPOSED THREE LOT BOUNDARY RE-ALIGNMENT, BRIDGEWATER NORTH

File Number: 5447
Author: Alexandra Jefferies, Planning Officer
Authoriser: Glenn Harvey, Manager Development and Compliance
Attachments: 1. Decision report: Proposed three lot boundary re-alignment, Bridgewater North
2. Late correspondence, letter of support from applicant

RECOMMENDATION

That Council determines to issue a notice of decision to refuse planning application 5447 for a 3 lot boundary re-alignment at 601 Bridgewater-Raywood Road, Bridgewater North.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

There have been no previous Council discussions on this matter.

BACKGROUND

Applicant: John & Veronica Coghlan
Contact: Michael St Clair (Tomkinson Group)
Subject Land: 601 Bridgewater-Raywood Road Bridgewater North

Application 5447 proposes a three lot boundary re-alignment. The application is being put forth for consideration and a decision by Council as the Officer's recommendation is to refuse.

The proposed boundary realignment consists of the following:

- Lot 153 containing the dwelling will reduce in area to 2.54 ha from 14.93 ha.
- Lot 152 will increase in area from 17.24 ha to 25.03 ha and will remain farming land.
- Lot 154 will increase in area from 15.84 ha to 20.44 ha and will comprise of the existing agricultural shedding located to the north of the dwelling.

Access to the site will be maintained via the existing driveway with a carriage way easement that will favour the larger balance of the farm.

The Planning Officer is recommending refusal for the following reasons:

- 1) The proposal is not consistent with the Planning Policy Framework
- 2) The proposed application is not consistent with Local Planning Policy.
- 3) The proposal is not consistent with the purpose or decision guidelines of the Farming Zone.

Please refer to the attachment for the decision report associated with the above application.

A letter from the applicant (John and Veronica Coghlan) was received by Council on Monday 19 August 2019. The content of the letter is considered late correspondence and has not been included in the application assessment process. This letter has been provided to Council as a letter of support for the application.

ISSUES/DISCUSSION

Under the Planning and Environment Act 1987 (the Act) the Minister for Planning delegates a municipal council power to become the planning authority for any planning scheme in force in its municipal district.

A municipal council is obligated to enforce and administer the relevant Planning Scheme and must use the Scheme to determine relevant applications.

For Council the Loddon Planning Scheme is the relevant Planning Scheme which must be used by Council when determining applications.

Council has delegated authority to its Planning officer to determine outcomes of applications, however it is the policy of Council to make the final determination for applications which:

- receive one or more public objection and/or
- are to be recommended for refusal by the Planning officer.

The planning officer's recommendation is to refuse the application.

COST/BENEFITS

There are various cost associated with having a delegated Planning Officer consider an application and make a recommendation as well as with the time of the Councillors to consider this recommendation.

The benefits associated with this cost are the ability for Council to fulfil its requirement under law and provide the community with a statutory service that delivers well managed and appropriate development.

RISK ANALYSIS

The risks of Council not fulfilling its statutory obligation under the Act include:

- inappropriate development which could endanger life and property
- Council's reputation as a responsible Authority
- breaches of the Planning & Environment Act 1987 requiring compliance action.

CONSULTATION AND ENGAGEMENT

Please refer to the decision report for further detail on the application and also the letter of support from the applicant.

RESOLUTION 2019/166

Moved: Cr Gavan Holt

Seconded: Cr Neil Beattie

That Council determines to issue a notice of decision to refuse planning application 5447 for a 3 lot boundary re-alignment at 601 Bridgewater-Raywood Road, Bridgewater North.

CARRIED

Cr Condliffe asked that the Minutes record that she was not in favour of the motion.

9.3 PLANNING APPLICATION 5434: ERECTION AND DISPLAY OF MAJOR PROMOTION SIGN IN MAIN STREET BRIDGEWATER

File Number: 5434

Author: Alexandra Jefferies, Planning Officer

Authoriser: Glenn Harvey, Manager Development and Compliance

Attachments: 1. Decision report 5434

RECOMMENDATION

That Council determines to issue a notice of decision to refuse planning application 5434 for the erection and display of a major promotional sign.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

There have been no previous Council discussions on this matter.

BACKGROUND

Applicant: James Course (Reginal Billboard Co.)

Subject Site: 89-109 Main Street (Calder Highway), Bridgewater

Planning application 5434 for the erection and display of a major promotional sign at 89 – 109 Main Street Bridgewater is being put forward for consideration and decision by Council.

The subject site is located on the eastern side of the Bridgewater Township and is within the Industrial 3 Zone.

The sign is proposed to be located on the corner of the Calder Highway and Cemetery Road, Bridgewater and will display a range of material to traffic traveling in both directions. The proposed sign is double sided with two 18 m² display faces and a small (0.715m²) permanent business identification sign (Regional Billboard Co) located in the corner of the skirting board. The sign will be affixed to two supporting poles with the overall dimensions of the entire structure measuring 5.1m in height and 8.3m in length.

The Planning Officer is recommending refusal of the application for the following reasons:

- 1) The proposed sign is of a scale that is considered to be excessive within the zone and when considering the existing and surrounding landscape.
- 2) The proposed sign is not consistent with the decision guidelines of Clause 52.05 of the Loddon Planning Scheme.
- 3) The proposed sign will negatively impact on the 'gateway' to the Bridgewater Township.

Please refer to the attachment for the full decision report associated with the above application.

ISSUES/DISCUSSION

Under the Planning and Environment Act 1987 (the Act) the Minister for Planning delegates a municipal council power to become the planning authority for any planning scheme in force in its municipal district.

A municipal council is obligated to enforce and administer the relevant Planning Scheme and must use the Scheme to determine applications.

For Council the Loddon Planning Scheme is the relevant Planning Scheme which must be used by Council when determining applications.

Council has delegated authority to its Planning Officer to determine outcomes of applications, however it is custom for the Council to make the final determination for applications which:

- receive one or more public objection and/or
- are to be recommended for refusal by the Planning Officer.

In this case the Planning Officer is recommending refusal of this application.

COST/BENEFITS

There are various cost associated with having a delegated Planning Officer consider an application and make a recommendation as well as with the time of the Councillors to consider this recommendation.

The benefits associated with this cost are the ability for Council to fulfil its requirement under law and provide the community with a statutory service that delivers well managed and appropriate development.

RISK ANALYSIS

The risks of Council not fulfilling its statutory obligation under the Act include:

- inappropriate development which could endanger life and property
- Council's reputation as a responsible Authority
- breaches of the Planning & Environment Act 1987 requiring compliance action.

CONSULTATION AND ENGAGEMENT

Please refer to the decision report for further detail on the application.

RESOLUTION 2019/167

Moved: Cr Gavan Holt

Seconded: Cr Colleen Condliffe

That Council approve the permit application 5434 for the erection and display of a major promotional sign, subject to the planning permit conditions 5434.

CARRIED

9.4 PLANNING APPLICATION 5379: FOR THE USE AND DEVELOPMENT OF TWO DWELLINGS ON ONE LOT**File Number:** 5379**Author:** Alexandra Jefferies, Planning Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:** 1. Decision report 5379**RECOMMENDATION**

That Council determines to issue a notice of decision to refuse planning application 5379 for the use and development of two dwellings on one lot.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

The subject site is owned by Loddon Shire Council therefore there have been previous discussions between the applicant and Council's Executive and Commercial Services Department regarding the sale of the property.

BACKGROUND

Applicant: Gary Anderson

Subject Land: 105 Godfrey Street Boort

Application 5379 for the use and development of two dwellings on one lot is being put forth for consideration and decision by Council.

The subject site is located within the township of Boort with frontage to Godfrey Street. The site is within the Township Zone and fronts a Road Zone Category 1 (Godfrey Street). The subject site is a rectangle shape and is approximately 725 m² in size.

The Planning Officer is recommending refusal of the application for the following reasons:

- a) The application documentation required to be provided by the scheme has not been provided or does not adequately address the matters required to be addressed.
- b) The proposal does not meet a number of the standards and/or objections set out in Clause 55 of the Loddon Planning Scheme (Two or more dwellings on a lot).
- c) The design, layout and siting of the units are considered to be poor and result in a lack of amenity for future residents.

Please refer to the attachment for the full decision report.

ISSUES/DISCUSSION

Under the Planning and Environment Act 1987 (the Act) the Minister for Planning delegates a municipal council power to become the planning authority for any planning scheme in force in its municipal district.

A municipal council is obligated to enforce and administer the relevant planning scheme and must use the scheme to determine applications.

For Council, the Loddon Planning Scheme is the relevant Planning Scheme which must be used by Council when determining applications.

Council has delegated authority to its Planning officer to determine outcomes of applications, however it is Council's Policy to make the final determination for applications which:

- receive one or more public objection and/or
- are to be recommended for refusal by the Planning officer.

The Planning Officer's recommendation is to refuse the application.

COST/BENEFITS

There are various costs associated with having a delegated Planning Officer consider an application and make a recommendation as well as with the time of the Councillors to consider this recommendation.

The benefits associated with this cost are the ability for Council to fulfil its requirement under law and provide the community with a statutory service that delivers well managed and appropriate development.

RISK ANALYSIS

The risks of Council not fulfilling its statutory obligation under the Act include:

- inappropriate development which could endanger life and property
- Council's reputation as a responsible Authority
- breaches of the Planning & Environment Act 1987 requiring compliance action.

CONSULTATION AND ENGAGEMENT

Please refer to the decision report for further detail on the application.

RESOLUTION 2019/168

Moved: Cr Neil Beattie
Seconded: Cr Geoff Curnow

That Council determines to issue a notice of decision to refuse planning application 5379 for the use and development of two dwellings on one lot.

CARRIED

9.5 REVIEW OF DELEGATIONS

File Number: 18/01/003

Author: Lynne Habner, Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: 1. S6 Instrument of delegation - Members of council staff

RECOMMENDATION

That Council, in the exercise of the powers conferred by section 98(1) of the Act and the other legislation referred to in the attached instrument of delegation, resolves that:

1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in the instrument, subject to the conditions and limitations specified in the instruments.
2. The common seal of Council be affixed to the instrument, and the instrument comes into force immediately the common seal is affixed.
3. On the coming into force of the instrument all previous S6 Instruments of Delegations by Council to members of Council staff are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

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 last considered a review of delegations at its February 2019 meeting.

BACKGROUND

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

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

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

ISSUES/DISCUSSION

The attached amended delegations have been updated in accordance with most recent advice provided by Maddocks, and to accommodate a staff position change from Manager Technical Services to Manager Assets and Infrastructure.

COST/BENEFITS

Adoption of the recommendation will not have any financial impacts.

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

Nil required.

RESOLUTION 2019/169

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council, in the exercise of the powers conferred by section 98(1) of the Act and the other legislation referred to in the attached instrument of delegation, resolves that:

1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in the instrument, subject to the conditions and limitations specified in the instruments.
2. The common seal of Council be affixed to the instrument, and the instrument comes into force immediately the common seal is affixed.
3. On the coming into force of the instrument all previous S6 Instruments of Delegations by Council to members of Council staff are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

CARRIED

9.6 FINANCE REPORT FOR THE PERIOD ENDING 31 JULY 2019**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 July 2019**RECOMMENDATION**

That Council:

1. receives and notes the 'Finance report for the period ending 31 July 2019'
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 2019/20 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 2019/20.

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 July 2019 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 2019/20 Budget, and includes operating results, capital expenditure and funding sources.

The report this month does not provide explanation on budget timing variances as this timing work has not been completed for 2019/20. This will occur during August 2019.

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

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

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

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has increased by \$242K to \$391K due to an increase in the carry forward amount from 2018/19.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 28% of YTD budget. Revenue brought to account for July was \$644K.

Income Statement (expenditure) - Council's operating expenditure is at 91% of YTD budget. Payments for this month totalled just over \$3.15M.

Capital Works - The revised budget for capital works is \$18.17M and is 2% complete in financial terms for the current financial year.

Balance Sheet - Council has a cash total of \$23.7M with \$2.2M in general accounts. Debtors are \$2.29M which is a decrease of \$52K in the month. Sundry debtors total \$2.17M with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$133K.

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 2019/20.

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

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

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

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

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

RESOLUTION 2019/170

Moved: Cr Gavan Holt

Seconded: Cr Neil Beattie

That Council:

1. receives and notes the 'Finance report for the period ending 31 July 2019'
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 2019/20 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 2019/20.

CARRIED

9.7 REVIEW OF PROCUREMENT POLICY

File Number: 18/01/001

Author: Deanne Caserta, Manager Financial Services

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: 1. Procurement Policy v9

RECOMMENDATION

That Council adopts the Procurement Policy v9.

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 adopted version 8 of the Procurement Policy at the August 2018 Council Meeting.

BACKGROUND

It is a requirement of Section 186A (7) of the Local Government Act 1989 that “at least once in each financial year, a Council must review the current procurement policy and may, in accordance with this section, amend the procurement policy”.

ISSUES/DISCUSSION

The current version of the policy was adopted on 28 August 2018, and is due for review 28 August 2019 according to our policy review date.

The Procurement Policy addresses the important aspects of procurement including:

- consistency in procurement activities
- complying with legal obligations
- obtaining value for money
- supporting local and environmental sustainability
- managing procurement risks
- incorporating continuous improvement processes.

The Policy has had a complete rewrite. The Local Government Procurement Best Practice Guidelines and other Council policies have been used to assist staff in ensuring that the revised version meets current legislative and industry guidelines.

Major areas to highlight include:

- *Changes to the procurement process where minimum quotation standards are required at a lower expenditure value (see section 7.5.3)*
- *Defining the time period of 12 months for when the mandated tender thresholds need to be considered (previously this was silent, creating confusion for staff) (see section 7.3)*
- *Adding the Procurement Team into many of the processes of procurement including tender evaluation*

- *Additional information around sustainable procurement practices including local spend (see section 9.1.1).*

The document has increased in size and contains a large amount of information. This is to provide staff with adequate guidance pending the drafting of an overarching Procurement Strategy and associated procedures. With many audits recently by the Victorian Auditor General's Office around procurement practices, Council needs to ensure that staff are following the correct procurement practices. This revised version will assist with this requirement.

Upon adoption of this policy there will be a significant amount of training undertaken and support given to ensure that staff are aware of the changes in the procurement process along with helping them understand why these changes have been made.

COST/BENEFITS

There are no direct costs associated with adoption of the policy, however staff time will be necessary for training and deployment of this new version.

RISK ANALYSIS

As one of the policy statements is that Loddon Shire Council will manage procurement risks when purchasing goods, services and works, application of the policy, along with supporting procedures and other supporting documents, should help to minimise risks.

CONSULTATION AND ENGAGEMENT

The document has been drafted by the Procurement Team, reviewed by the Loddon Leaders, Policy Review Group and Management Executive Group. Council was provided with a presentation of the proposed policy at a Council Forum in August.

RESOLUTION 2019/171

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council adopts the Procurement Policy v9.

CARRIED

9.8 BOORT AERODROME MAINTENANCE**File Number:** 02/01/007**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Amend its slashing and grading programs to include maintenance of the Boort Aerodrome grounds.
2. Amend the Boort Aerodrome Section 86 Committee Instrument of Delegation to reduce the area that the Committee maintains to exclude the maintenance of the grounds.
3. Create a separate budget to specifically identify and monitor the cost of maintaining the Boort Aerodrome grounds.

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

The Boort aerodrome is managed by a Section 86 Committee (the Committee). The aerodrome is used by emergency, recreational and business aircraft and there are plans for its use as a helipad.

A community member has received a stipend for some time to maintain the aerodrome grounds. The maintenance has been done with the community member's tractor/slasher. The community member is seeking to retire from the maintenance role and would like to sell the tractor/slasher to the Committee so a Committee member can use it to maintain the aerodrome.

The Committee recently requested that Council purchase the tractor/slasher from the community member. The Committee was advised that Council would not purchase the second-hand tractor/slasher as a range of options were available.

ISSUES/DISCUSSION

The Committee is in need of a tractor/slasher/grader (the asset) to maintain the aerodrome grounds on behalf of Council. The following options have been considered:

Option 1: Council purchase the asset through variation/amendment to policy or creation of new policy

The situation is similar to Major Recreation Reserves. These reserves are covered by the Major Recreation Reserve: Oval Mower Replacement Assistance Policy which provides for support of up to \$35,000 towards the purchase of replacement oval mowers which is adjusted annually in line with the published National Consumer price Index (CPI). A similar principle could be applied to this asset. It is estimated that new equipment would cost up to \$110K while used plant would be in the order of \$80K. This would leave the Committee with a gap to pay of between \$45K and \$75K. An agreement for the maintenance and use of the asset would need to be entered. The Committee would be eligible for replacement assistance once in every ten year period (exceptions to this condition are at the discretion of Council and require justification as to the reasoning for early

replacement of the asset). The policy provides for a replacement program which is based on priority and the Committee's capacity to fund any component of the purchase price in excess of the allowance made by Council.

Option 2: Council purchase the asset following a successful funding application by the Committee

This approach would require the Committee to apply for funding (up to \$10,000) and contribute the balance of the cost of the asset. An agreement for the maintenance and use of the asset would still be required. The Committee would be required to provide Loddon Shire with proof of the cost of their preferred asset, this would include full purchase price and be inclusive of GST. Prior to funding assistance being given for the asset, Loddon Shire must approve the proposed make and model being sought by the Committee.

Option 3: Council purchase the asset from reserve

This option would involve purchasing the asset with funds held in reserve for plant replacement. However, Council would bear the full cost of the purchase as and when required. There is currently a suitable asset available in Council's fleet however the cost to Council would be lost trade-in dollars. Alternatively, Council would need to purchase a new asset. The plant replacement reserve is budgeted to have over \$1M at the end of both the financial year and the long term financial plan. An agreement for the maintenance and use of the asset would still be required.

Option 4: Council's Townscape Service to maintain the aerodrome

Council has the plant to undertake the required maintenance so there is no upfront cost. The time to maintain the aerodrome grounds would be added to the current program resulting in a reduction of work elsewhere.

Option 5: Asset is purchased from community member

If the Committee wanted to purchase the asset from the community member, the asset would need to be appraised to determine fair value. An agreement for the maintenance and use of the asset would still be required as the asset would legally belong to Council. The Committee raises funds through share farming and venue hire which could contribute towards the purchase and maintenance of the asset. Currently there is just over \$20K held by the Committee. Until recently a tractor, Loxton slasher, Howard slasher and rotary hoe were offered to the committee for \$15K. These may not be for sale at the time this report is considered.

Option 6: Committee finds another volunteer to donate time and equipment

The Committee may be able to recruit another volunteer who has the time and assets to continue the work currently undertaken by a community member.

COST/BENEFITS

Option	Upfront cost to Council	Upfront cost to Committee	Asset maintenance	Aerodrome maintenance
1 – Mower policy variation	\$35,000	Between \$45K and \$75K	Committee	Committee
2 – Community grant	\$10,000	Up to \$100,000	Committee	Committee
3 – Council provide asset	0 - \$110,000	\$0	Committee	Committee
4 – Townscape Services	\$0	\$0	Council	Council
5 – Purchase community member asset	\$0	\$15,000	Committee	Committee
6 – new volunteer	\$0	\$0	Committee	Committee

RISK ANALYSIS

The key risk in implementing the recommendation is potential reduced service in other areas. As the aerodrome grounds are likely to require maintenance about three times a year, the risk is considered low.

CONSULTATION AND ENGAGEMENT

There have been a number of discussions with the Committee. Councillors were also consulted at the Forum held on 13 August 2019 on a range of options to manage the maintenance of the aerodrome grounds.

RESOLUTION 2019/172

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council:

1. Amend its slashing and grading programs to include maintenance of the Boort Aerodrome grounds.
2. Amend the Boort Aerodrome Section 86 Committee Instrument of Delegation to reduce the area that the Committee maintains to exclude the maintenance of the grounds.
3. Create a separate budget to specifically identify and monitor the cost of maintaining the Boort Aerodrome grounds.

CARRIED

9.9 2019 MAV STATE COUNCIL - CALL FOR MOTIONS**File Number:** 02/04/004**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council determine if there are any motions for submission as business items at the MAV State Council meeting to be held on Friday 18 October 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

Councillors discussed the opportunity to submit motions during the forum on 13 August 2019 however did not identify any potential motions during that discussion. During the briefing on 22 August 2019, Councillors discussed the opportunity again.

BACKGROUND

The Municipal Association of Victoria (MAV) is a membership association and the legislated peak body for local government in Victoria. MAV's purpose is to protect and promote the democratic status, autonomy and efficient carrying out of local government for the benefit of Victorian communities.

Correspondence has been received from the MAV inviting Council to participate in the MAV State Council meeting on Friday 18 October 2019. In addition to the invitation for staff and elected members to attend the meeting, the MAV has invited motions which have state-wide significance to the sector and relate to one of the sector's priority issues in the draft Strategic Plan.

ISSUES/DISCUSSION

Staff and Councillors have discussed the involvement of the Loddon Shire at the State Council meeting as well as potential motions which may be put forward for consideration by the State Council.

Motions must be submitted electronically by no later than midnight 20 September 2019 using the online State Council Motion Submission Form.

COST/BENEFITS

There is minimal cost associated with submitting a motion. Conference costs vary depending upon the attendees at the State Council meeting. The benefit of submitting a motion and attending the meeting is increased opportunity to advocate and influence policy relevant to the work of local government across the State.

RISK ANALYSIS

Submitting the notice of motion is not considered to pose any significant risk to Council.

CONSULTATION AND ENGAGEMENT

Discussions regarding potential notices of motion occurred between Council officers as well as Councillors. No public consultation was undertaken in respect to any proposed motions.

RESOLUTION 2019/173

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council determines there are no motions for submission as business items at the MAV State Council meeting to be held on Friday 18 October 2019.

CARRIED

9.10 TARNAGULLA COMMUNITY CENTRE**File Number:** 07/01/005**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council contribute towards the operating costs of the Tarnagulla Community Centre for a period not exceeding twelve months, with an amount of up to \$5,000 being funded from the Sponsorships and Donations budget.

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.

Cr Geoff Curnow declared a conflict of interest as a member of the Tarnagulla Community Centre Committee. Cr Curnow left the meeting at 3:53 pm.

PREVIOUS COUNCIL DISCUSSION

At the Council meeting on 23 July, Councillor Curnow advised that the Committee formed to manage the Tarnagulla Community Centre (the Committee) was in need of income in its start-up phase to cover the operational costs of the committee and stated that financial support for the committee from Council would be appreciated.

BACKGROUND

The Tarnagulla Community Centre Management Committee is not a Loddon Shire Council auspiced committee, but is a Crown Land Committee of Management. The Department of Environment Land Water and Planning, which manages Crown Land and their committees, has advised that no funding is available from them. The Committee has not been formally approved by the State Government and therefore cannot establish its own bank account yet.

ISSUES/DISCUSSION

Council's Community Support Policy provides for financial and other assistance to assist with the provision of a range of facilities and opportunities that enable residents of the municipality to enhance and improve their quality of life options. Support options are listed below together with a note on whether the Tarnagulla Community Centre is eligible for the option based on the current request:

1. community planning – **eligible with resolution of Council**
2. community grants – not eligible due to recurring costs (and risk of setting a precedent)
3. funding for public halls and recreation reserves – currently ineligible as not listed in the Public Halls and Recreation Reserves list
4. interest free loans – not eligible due to operating expenses
5. events sponsorship – not eligible as not an event
6. allocations to development associations – not eligible as not a development association
7. secondary school scholarships – not eligible as not a secondary school

8. sports and recreation grants – not eligible as not related to a sport and recreation grant
9. sponsorships and donations – **eligible with resolution of Council**

The Community planning allocation for the Tarnagulla Ward is currently undersubscribed (\$10,000 unallocated last year) and part of this amount could be allocated to Tarnagulla Community Centre as a 'start up fund'.

The Sponsorship and donations allocation has a \$20,000 budget for 2019/20, part of which could be a donation allocated to Tarnagulla Community Centre as a 'start up fund'.

COST/BENEFITS

The cost to Council will be up to \$5,000. One of the benefits in providing financial support is activating a relatively new community facility.

RISK ANALYSIS

There is a risk that providing these funds will be seen as setting a precedent for funding operating expenses of other community groups.

CONSULTATION AND ENGAGEMENT

Councillors have been consulted in the preparation of this report.

RESOLUTION 2019/174

Moved: Cr Colleen Condliffe
Seconded: Cr Gavan Holt

That Council contribute towards the operating costs of the Tarnagulla Community Centre for a period not exceeding twelve months, with an amount of up to \$5,000 being funded from the Sponsorships and Donations budget.

CARRIED

Cr Geoff Curnow returned to the meeting at 3:54 pm.

9.11 LODDON SHIRE COUNCIL 2019/2020 COMMUNITY GRANTS - TARNAGULLA INDIVIDUAL REPORT

File Number: 16/02/01

Author: Allan Stobaus, Manager Community Support

Authoriser: Wendy Gladman, Director Community Wellbeing

Attachments: 1. 2019-20 Community Grants - Tarnagulla individual assessment

RECOMMENDATION

That Council does not allocate funds under the 2019-20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with 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.

Cr Geoff Curnow declared a conflict of interest as a member of the Tarnagulla Community Centre Committee and left the meeting at 3:54 pm.

PREVIOUS COUNCIL DISCUSSION

Information on this Community Grant applications received for the 2019/20 allocation was provided to Council at the 13 August Council forum.

BACKGROUND

This report has been prepared separate to the main Community Grant report due to a conflict of interest identified at the 13 August Council Forum.

ISSUES/DISCUSSION

Tarnagulla Community Centre has submitted an application requesting financial assistance to assist with the establishment of a new management committee for the centre. Specific costs in the application included insurances, phone, internet, electricity, building and contents inspections.

This application has been assessed as not eligible under the guidelines as day to day running costs are not funded through the program. This submission was also submitted after the closing date.

COST/BENEFITS

N/A

RISK ANALYSIS

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

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

CONSULTATION AND ENGAGEMENT

Funding guidelines are also made available to prospective applicants via Council's website as well as via direct emails issued to community groups upon opening of the scheme.

All unsuccessful applicants will be provided feedback in regard to their applications after recommendations are finalised and endorsed by Council.

RESOLUTION 2019/175

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council does not allocate funds under the 2019-20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with this report.

CARRIED

Cr Geoff Curnow returned to the meeting at 3:55 pm.

9.12 LODDON SHIRE COUNCIL 2019/2020 COMMUNITY GRANTS - INGLEWOOD INDIVIDUAL REPORT**File Number:** 16/02/01**Author:** Allan Stobaus, Manager Community Support**Authoriser:** Wendy Gladman, Director Community Wellbeing**Attachments:** 1. 2019-20 Community Grants - Inglewood individual assessment**RECOMMENDATION**

That Council does not allocate funds under the 2019-20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with 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.

Cr Colleen Condliffe declared a conflict of interest due to a family member being a member of the Inglewood Lions Club, and left the meeting at 3:56 pm.

PREVIOUS COUNCIL DISCUSSION

Information on this Community Grant applications received for the 2019/20 allocation was provided to Council at the 13 August Council forum.

BACKGROUND

This report has been prepared separate to the main Community Grant report due to a conflict of interest identified at the 13 August Council Forum.

ISSUES/DISCUSSION

Inglewood Lions Club submitted an application to the Community Grants Program 2019/2020 for the construction of a shelter over picnic furniture adjacent to the public toilets in Main Street Bridgewater. It is recommended that this should be planned in conjunction with the proposed streetscape works and further consultation is required within Council. Based on the planning and approvals tasks required to be undertaken, it is unlikely that this project would be completed in this financial year.

COST/BENEFITS

N/A

RISK ANALYSIS

Primary risks associated with the Community Grants Scheme are believed to be as follows:

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

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

Failure to deliver projects: All successful applicants are required to adhere to a formal funding agreement which clearly identifies the purpose of the grant, delivery timeframes and reporting

requirements. This is to ensure that expenditure of public money is conducted in a transparent and efficient manner.

CONSULTATION AND ENGAGEMENT

Funding guidelines are also made available to prospective applicants via Council's website as well as via direct emails issued to community groups upon opening of the scheme.

All unsuccessful applicants will be provided feedback in regard to their applications after recommendations are finalised and endorsed by Council.

RESOLUTION 2019/176

Moved: Cr Gavan Holt

Seconded: Cr Neil Beattie

That Council does not allocate funds under the 2019-20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with this report.

CARRIED

Cr Colleen Condliffe returned to the meeting at 3:57 pm.

9.13 LODDON SHIRE COUNCIL 2019/2020 COMMUNITY GRANTS - WEDDERBURN INDIVIDUAL REPORT

File Number: 16/02/01

Author: Allan Stobaus, Manager Community Support

Authoriser: Wendy Gladman, Director Community Wellbeing

Attachments: 1. 2019-20 Community Grants - Wedderburn individual assessment

RECOMMENDATION

That Council allocate \$800 in grants under the 2019-20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with this report.

CONFLICT OF INTEREST

Director Community Wellbeing, Wendy Gladman has declared a conflict of interest as a family member is a contractor operating at the ReJoov Salon.

The following actions were undertaken to mitigate the conflict:

- exclusion of conflicted party during initial assessment of applications
- exclusion of conflicted party during any discussions involving funding recommendations.

The authorisation of this report by the Director Community Wellbeing has been undertaken as an administrative process only.

Wendy Gladman left the meeting at 3.57pm.

PREVIOUS COUNCIL DISCUSSION

Information on the Community Grant applications received for the 2019/20 allocation was provided to Council at the 13 August Council forum.

BACKGROUND

This report has been prepared separate to the main Community Planning report due to an identified conflict of interest.

ISSUES/DISCUSSION

Rejoov Salon Sub-Committee of Wedderburn Community House has submitted an application to improve signage and undertake some upgrade works at the salon. Components of the works in the application are to undertake upgrades to the building and fixtures. As this is a privately owned building it is not eligible for funding under the community grants program. This report is recommending that the signage component of the application be supported.

COST/BENEFITS

N/A

RISK ANALYSIS

Primary risks associated with the Community Grants Scheme are believed to be as follows:

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

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

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

CONSULTATION AND ENGAGEMENT

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

Funding guidelines are also made available to prospective applicants via Council's website as well as via direct emails issued to community groups upon opening of the scheme.

All unsuccessful applicants will be provided feedback in regard to their applications after recommendations are finalised and endorsed by Council.

RESOLUTION 2019/177

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

That Council allocate \$800 in grants under the 2019-20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with this report.

CARRIED

Wendy Gladman returned to the meeting at 3.58pm.

9.14 LODDON SHIRE COMMUNITY GRANTS PROGRAM 2019/2020**File Number:** 16/02/01**Author:** Allan Stobaus, Manager Community Support**Authoriser:** Wendy Gladman, Director Community Wellbeing**Attachments:** 1. 2019-20 Community Grant assessments**RECOMMENDATION**

That Council:

1. allocate \$166,446 in grants under the 2019/20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with this report
2. return the carried forward funds of \$48,132 from the 2018/19 financial year to surplus
3. hold the surplus funds from the 2019/20 community grant funding round in reserve for suitable community projects that arise throughout the year
4. carry over any surplus funds remaining at the end of the 2019/20 financial year to supplement the 2020/21 Community Grants scheme.

CONFLICT OF INTEREST

Manager Community Support, Allan Stobaus has a conflict of interest as a family member is on the board of the Pyramid Hill Neighbourhood House.

The following actions were undertaken to mitigate the conflict:

- exclusion of conflicted party during initial assessment of applications
- exclusion of conflicted party during discussion with Council involving funding recommendations.

The development of this report by the Manager Community Support has been undertaken as an administrative process only.

PREVIOUS COUNCIL DISCUSSION

Information on the Community Grant applications received for the 2019/20 allocation was provided to Council at the 13 August Council forum.

BACKGROUND

The Loddon Shire Community Grants Scheme commenced in 2000/2001.

Council initiated the scheme to assist recreation, sporting and service organisations to deliver projects that improve the quality of life for residents. Since the scheme was initiated, Council has invested approximately \$2,300,000, supporting over seven hundred community-based projects worth over \$5,000,000.

Council's 2019/20 budget includes an allocation of \$200,000 for the Community Grants Scheme.

In addition to this amount, \$48,132 has been carried over from the 2018/2019 community grants program. This means that an amount of \$248,132 is available in the 2019/2020 financial year for allocation through the community grants program.

Applications for the 2019/20 Community Grants Scheme opened in March and closed on 1 May 2019.

Applications have been assessed against the following criteria:

- demonstrated community need
- improved existing facilities and/or increased participation

- multi-use and broad community benefit
- self-help i.e. in-kind and/or cash commitment
- effective and efficient use of resources

Where applicable, projects have also been assessed in consideration of:

- the efficient use of resources, for example energy efficiency components of the project or sharing of resources with the wider community
- ability to provide access for all, for example does the project consider the needs of people with a disability or the elderly
- projects that pose inherent risk in terms of public safety have been assessed in terms of the severity of the risk prior to being considered for funding.

As per the guidelines, the following types of projects are ineligible for funding:

- applicants who have outstanding acquittals from previous funding rounds
- retrospective projects or projects which have already been commenced
- projects which are not ready and which will not be completed within a 12 month period from the date of receiving the funding
- projects that are considered the sole responsibility of another authority (for example water authorities and health and welfare agencies)
- open space projects on public owned or managed land
- activities such as administrative costs (such as wages, rent or insurance), utility charges (such as a power bill) or projects of an ongoing maintenance nature (such as mowing lawns)
- projects designed to promote political or religious ideals
- projects which do not meet the funding ratio.

ISSUES/DISCUSSION

In total 33 applications were received in the 2019/2020 community grants program. In addition to this, four community planning submissions have been transferred for assessment in the community grants program. The requests for assistance total \$217,708.

Of the 37 applications, 29 have been recommended for funding from the community grants program, three projects have been assessed as being aligned with other council programs and five applications have not been recommended for funding.

Community planning applications transferred to the Community Grants program.

This report recommends that four applications submitted to Council's community planning program be included in the community grants program for consideration.

These projects are generally for the purchase of equipment or for smaller infrastructure or maintenance works where they are more likely to provide benefit to club or group members rather than the wider general population.

Prior to recommending any transfers of this nature, applicants are contacted to confirm that they are able to meet the one third in-kind/cash contribution required.

It is recommended that the following community planning applications are transferred to the community grants program for consideration:

These are as follows;

- Dingee Bowling Club: Development of an Alfresco BBQ area, adjacent the bowls clubhouse
- Dingee Tennis Club: Resurface/repaint the kiosk floor area
- Boort Tennis Club: Purchase of green/court mower
- Bridgewater Memorial Hall: Purchase seating and installation of blinds.

Applications not recommended for funding

In total 8 applications have not been recommended for funding from the community grants scheme. These are as follows;

- About Boort Newsletter: Publication of Newsletter. This application was submitted after the closing date and under the guidelines late applications are ineligible.
- Loddon Darts: Purchase of new dart boards. Considered to be consumable in nature and is not eligible under the guidelines.
- East Loddon Food Share: Purchase of food for distribution. Considered to be consumable in nature.
- Inglewood CFA: Landscaping surrounding new building. Council have not traditionally funded emergency services organisations from the community grants program. This would be considered the responsibility of another authority.
- Wedderburn Community House: Funding for new printer to support community printing and newsletter. It is expected that printing for other groups/community members is conducted on a fee for service basis which should include a component for replacement costs. Neighbourhood house printing undertaken would be considered to be the responsibility of another agency. Funding is provided for Scoop and Scuttlebutt printing through the community grants program.

Applications not recommended for funding: assessed as better aligned with other council funding opportunities and programs.

- Mitiamo Progress Association: Early Morning Swimming: This application requested funding assistance to employ lifeguards for early morning swimming for 3 days a week at the Mitiamo Swimming Pool. It is recommended that this be included in Council's normal swimming pool operations. Council officers will work with the community to determine the need and implement the program as required.
- Pyramid Hill Swimming Pool: Pool Life Guard accreditation program: The opportunity for residents to acquire Lifeguard qualifications is to be provided through the volunteer lifeguard program. This will accommodate the requirements of this application.
- East Loddon Historical Society "Australia's first air race commemorative event". As this is an event, it is not eligible for support under the community grants program.

With the Community Grants program undersubscribed in 2018/19, Councillors determined to hold the remaining funds for opportunistic applications that were submitted throughout the financial year, and then to carry the remaining funds into the 2019/20 financial year to assist with any oversubscription to the program.

As the 2019/20 community grants have not required the carried forward funds, this report recommends that these funds be returned to surplus.

If Council resolves to approve the recommended 2019/20 Community Grant funding allocations, there will be unallocated funds remaining. This report recommends that these funds be held to assist in supporting opportunistic applications (by Council resolution) that may be received throughout the remainder of the financial year and the remaining balance carried forward into the 2020/21 budget to assist with any oversubscription to the 2020/21 program.

RISK ANALYSIS

Primary risks associated with the Community Grants Scheme are believed to be as follows:

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

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

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

CONSULTATION AND ENGAGEMENT

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

Funding guidelines are also made available to prospective applicants via Council's website as well as via direct emails issued to community groups upon opening of the scheme.

All unsuccessful applicants will be provided feedback in regard to their applications after recommendations are finalised and endorsed by Council.

RESOLUTION 2019/178

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council:

1. allocate \$166,446 in grants under the 2019/20 Loddon Shire Council Community Grants Scheme as outlined in the attachment provided with this report, with an additional allocation of \$3,440 for the About Boort Newsletter
2. return the carried forward funds of \$48,132 from the 2018/19 financial year to surplus
3. hold the surplus funds from the 2019/20 community grant funding round in reserve for suitable community projects that arise throughout the year
4. carry over any surplus funds remaining at the end of the 2019/20 financial year to supplement the 2020/21 Community Grants scheme.
5. provide an allocation of \$5,000 to the East Loddon Historical Society for the commemoration of the centenary of Australia's first official air race from the 2019/20 Sponsorships and Donations budget.

CARRIED

9.15 BAD AND DOUBTFUL DEBTS 2018/19**File Number:** 06/02/005**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council:

1. notes the report of Debts Written Off and Provision for Doubtful Debts as at 30 June 2019, and
2. approves the write off of \$1,047.00 for client 7208.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council approved the latest version of the Provision for Doubtful Debts and Writing Off Bad Debts Policy (version 3) in July 2018.

The policy authorises the Chief Executive Officer (CEO) to vary the Provision for Doubtful Debts, and write off bad debts up to a value of \$1,000.00 in an individual case, and \$5,000.00 in aggregate, per financial year.

BACKGROUND

As part of the process of completion of the Annual Financial Statements, the CEO has authorised an increase in the Provision for Doubtful Debts to \$118,887.00 at 30 June 2019. The majority of the amount relates to the payment of local law prosecution fines totalling \$96,810.00 and rates arrears totalling \$17,462.00.

The balance of \$4,615.00 includes some debtor charges which are being followed up through Council's debt collection agency, and the expectation is that recovery is likely.

Bad debts to the value of \$2,970.08 have been written off as at 30 June 2019. These debtors have been contacted several times, but the individual amounts are not worth further pursuit.

ISSUES/DISCUSSION

A further amount of \$1,047.00 (included in the above figure) has been recommended by Council's Director of Community Wellbeing for write off, but is outside the amount approved for the CEO's discretion. The account relates to a client that is no longer receiving services and the full debt collection process has been followed with no success.

COST/BENEFITS

The cost to Council is the write off value of \$1,047.00.

RISK ANALYSIS

There is a risk that debtors who become aware of this recommendation may wish to pursue similar treatment, but this is not expected to become a significant risk.

CONSULTATION AND ENGAGEMENT

This matter has been treated as confidential to ensure the clients privacy and has been discussed with the Financial Accountant, Director of Corporate Services and CEO.

RESOLUTION 2019/179

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council:

1. notes the report of Debts Written Off and Provision for Doubtful Debts as at 30 June 2019, and
2. approves the write off of \$1,047.00 for client 7208.

CARRIED

10 INFORMATION REPORTS**10.1 PUBLIC HEALTH ACTIVITY REPORT****File Number:** 12/02/001**Author:** Teresa Arnup, Senior Public Health Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Public Health activity report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This is the fourth report for the 2018-2019 financial year, summarising public health activities within the Development and Compliance Department.

BACKGROUND

Loddon Shire Council is responsible for the administration and enforcement of a number of Acts including the:

- Food Act 1984
- Public Health and Wellbeing Act 2008
- Residential Tenancies Act 1997
- Environment Protection Act 1970
- Tobacco Act 1987.

Council's Public Health officer has regular contact with business operators, community groups, home owners and developers whilst administering the above Acts. Activities undertaken by the staff include inspection of registered premises, the taking of food and water samples, the issuing of septic tank permits and complaint investigations.

ISSUES/DISCUSSION**Registered Premises**

Council undertakes annual inspections of premises that are registered under the Food Act, Public Health and Wellbeing Act and Residential Tenancies Act. Inspections are also undertaken of public swimming pools and of properties that are required to meet the requirements of the Tobacco Act. Table 1 provides a summary of the inspections undertaken during the reporting period.

Table 1: Registered premises inspections

1 April to 30 June 2019		
Governing Legislation	Inspection Outcome	Number of inspections
Food Premises	Compliant*	58
	Non-Compliant	1
Health Premises	Compliant*	7
	Non-Compliant	1
Caravan Parks	Compliant*	3
Total number of inspections for reporting period		70

*compliant includes sites that were fully compliant and some sites that required minor actions to become compliant

All unsatisfactory inspections are followed up with the businesses to ensure remedial actions are taken to reach compliance.

Tobacco Act

Council is funded to undertake a set number of Tobacco inspections throughout the year. Most of the inspections are carried out in conjunction with Food Act inspections, however a number of them are non-smoking public outdoor venues such as at kindergartens, schools, play grounds and hospitals. Table 2 summarises the Tobacco Act activities undertaken during the reporting period.

Table 2: Tobacco inspections

1 April to 30 June 2019	
Inspection Type	Number
Retailer includes vending machines	1
Indoor Drinking and Dinning Areas	0
Outdoor Drinking and Dinning Areas	0
Public Outdoor Venues	5
Total number of Inspections	6

Septic Systems

Table 3 summarises septic system permit applications processed during the reporting period.

Table 3: Septic system permits

1 April to 30 June 2019	
Permit Type	Number
Installation or alteration	6
Certificate to use	10
Time Extensions or Change to Existing Permit	0
Total Number of Permits	16

The average processing time for permits to install or alter is six days.

Table 4 summarises the activities associated with management of septic tank applications and installed systems.

Table 4: Septic system activity

1 April to 30 June 2019	
Activity / Inspection Type	Number
Application Inspection	6
Installation Inspection	7
Final Inspection	8
Total Number of Inspections	21

Public Health Complaints

Council is responsible for the investigation of nuisance complaints under the Public Health and Wellbeing Act. Complaints of nuisance can be complex and time consuming. Table 5 summaries the complaints during the reporting period.

Table 5: Public health complaints

1 April to 30 June 2019				
Nature of complaint	Number carried over from previous reporting period	Number received	Number resolved	Number currently pursuing resolution
Food Premises		1	1	
Odour				
Noise		1	1	
Mosquitoes				
Wastewater				
Tobacco				
Other	2	1	3	
Total	2	3	5	

COST/BENEFITS

The actual expenditure for the fourth quarter of 2018-2019 financial year of the public health unit activities contained within this report is \$24,757

Administration of the Acts that the Public Health officer has responsibility for includes significant field work, with staff regularly in the field engaging with business operators, developers, residents and ratepayers.

This investment increases significantly when compliance issues are identified within registered premises and when complaints are received.

The benefits that stem from this investment include:

- improved public health and safety within registered premises
- improved local amenity
- full implementation by Council of our responsibilities under the various Acts and regulations.

RISK ANALYSIS

Failure of Council to adequately administer and enforce the provisions of the applicable legislation would pose the following possible risks:

- the spread of infectious diseases through the community including food poisoning
- a barrier to the new developments and economic growth within Council
- Council's reputation as a regulatory authority
- contamination of the local environment
- failure to meet obligations set within the relevant legislation.

CONSULTATION AND ENGAGEMENT

The Public Health officer regularly engages with business operators, developers, residents and ratepayers during the administration of the various Acts which can range from annual assessments/inspections to the provision of advice for the processing of septic tank permits. Any business operator, developer, residents or ratepayer that is subject to enforcement action is regularly consulted with during the enforcement process.

RESOLUTION 2019/180

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council receive and note the Public Health activity report.

CARRIED

10.2 ROAD MANAGEMENT PLAN DEFECT RECTIFICATION COMPLIANCE REPORT

File Number: 14/01/022
Author: Daniel Lloyd, Manager Works
Authoriser: Steven Phillips, Director Operations
Attachments: Nil

RECOMMENDATION

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

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This is the fourth report for the 2018-2019 financial year, summarising road network defect rectification compliance against requirements specified within the Loddon Shire Council Road Management Plan (RMP).

BACKGROUND

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

ISSUES/DISCUSSION

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

Table 1: Inspection summary report

Quarter 4 (01/04/2019 – 30/06/2019)					
District	Number of scheduled inspections	Number completed by due date	Number completed after due date	Number not completed	Compliance
Loddon Plains	52	52	0	0	100%
Loddon Goldfields	56	51	5	0	91%
Total	108	103	5	0	95%

During the fourth quarter of 2018-2019 financial year, 95% of the programmed inspections were completed according to the schedule. This is below the target of 100% set in the RMP. Extended staff leave and backfilling roles have hampered our efforts to complete the required inspection by their due dates. All inspections have now been completed

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

Table 2: Defect rectification summary report

Quarter 4 (01/04/2019 – 30/06/2019)								
District	Number of Defects				Compliant with RMP			
	Adhoc	Requests	Defects from inspections	Total	Yes	No	Not complete	%
Loddon Goldfields	59	15	391	465	465	0	0	100%
Loddon Plains	58	12	362	432	432	0	0	100%
Shire Wide	227	3	469	699	698	1	0	99%
Townscape Services	108	3	70	181	181	0	0	100%
Total	452	33	1292	1777	1776	1	0	99%

Table 2 comprises a summary of defects that have been identified through programed inspections, customer requests and works crews identifying and rectifying defects as they find them, known as adhoc work actions. During the fourth quarter of 2018-2019 financial year, 99% of all date imposed defects were completed before their due date. This is 1% below the target of 100% set in the RMP.

Table 3 provides a summary of performance against the unsealed road maintenance grading program, defects as identified through programed inspections, customer requests and works crews identifying and rectifying defects as they find them, known as adhoc work actions. The maintenance grading program identifies each road segment by its road hierarchy and grading frequency as detailed in the RMP.

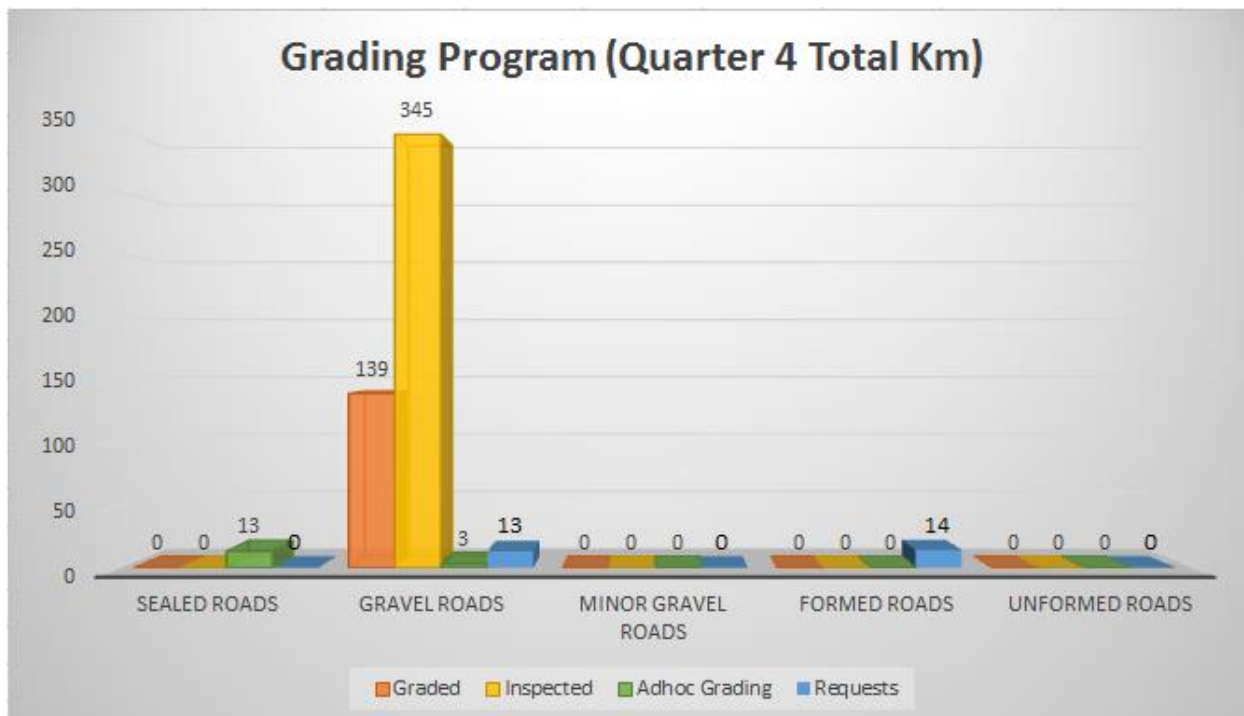
Table 3: Maintenance grading program

Quarter 4 (01/04/2019 – 30/06/2019)									
District	Number of Grading Work Actions					Compliant with scheduled timeframes			
	Programmed Maintenance Grading	Defects Done	Requests Done	Adhoc Done	Total	Yes	No	Not completed	%
Loddon Goldfields	335	2	1	4	342	317	17	8	92%
Loddon Plains	265	1	11	20	297	296	0	1	99%
Total	600	3	12	24	639	613	17	9	95%

The data in table 3 indicates that 630 grading work actions were completed for the fourth quarter of the 2018-2019 financial year. There is no set level of compliance for the maintenance grading program in the RMP. The nine not completed work actions are now complete.

A graph has been provided in Chart 1 indicating a breakdown of the grading work actions by road hierarchy and kilometres. The sealed roads section relates to shoulder grading work actions on the Sealed Road network. The gravel road section includes all grading work actions on Gravel Collector and Gravel Access roads. The Gravel Minor and the Formed Road sections relate directly to Council's road hierarchy and show all grading work action on roads within that hierarchy.

Chart 1: Maintenance Grading Program



COST/BENEFITS

The year to date actual expenditure to the end of fourth quarter of 2018-2019 financial year of the Local Road Maintenance Program is \$6,187,873. The expenditure for the fourth quarter was \$1,486,434.

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

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

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

RESOLUTION 2019/181

Moved: Cr Geoff Curnow
 Seconded: Cr Colleen Condliffe

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

CARRIED

10.3 LOCAL LAWS AND PLANNING COMPLIANCE ACTIVITY REPORT**File Number:** 04/02/012**Author:** David Price, Local Laws \ Planning Compliance Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the local laws and planning compliance activity report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This is the fourth and final report for the 2018-2019 financial year, summarising the local law and planning compliance and enforcement actions taken within the Development and Compliance Department. It provides Council with a high level summary for the purpose of monitoring performance within this area.

BACKGROUND

Council is responsible for a range of advisory, compliance and enforcement services to the community and maintains powers under various legislation and Council local laws to enable effective animal management, planning enforcement, local law compliance and fire prevention for community and township amenity.

A number of organisational policies and procedures have been developed, outlining the methodology and circumstances under which Council officers will undertake compliance action. Key areas of focus in respect to compliance action include:

- management of local laws, particularly with respect to unsightly properties
- effective animal management
- assessment of properties for potential fire risk/fire prevention measures
- control of roadside activities, occupation and utilisation
- investigate planning scheme breaches and enforce planning permit conditions
- intervention in public nuisance issues.

ISSUES/DISCUSSIONAdministrative and fire prevention

Table 1 provides a summary of administrative and fire prevention actions undertaken.

Table 1: Administrative and fire prevention activities

Quarter 4 (1 April 2019 – 30 June 2019)				
Activity	After hours call outs (*)	Littering or illegal rubbish dumping	Fire permits to burn (^)	Local law permits issued
No. actions	6	2	11	1

(*) Council provides a 24 hour emergency call out service in respect to animal management or local law compliance and enforcement.

(^) Figures are provided by the OHS/Risk Management Officer.

Following an internal review of service delivery, the statutory role of Municipal Fire Prevention Officer is now undertaken by the OHS/Risk Management Officer. This position is within Council's Corporate Services Directorate and no longer part of the local laws/planning compliance role. The reporting of municipal fire prevention activities to Council will still be included in this report.

Unightly properties

A summary of activity statistics and locations that are the subject of compliance with local laws relating to unsightly properties is provided in Table 2. Identified unsightly properties are assessed and prioritised for compliance action.

Table 2: Summary of unsightly properties activities

Quarter 4 (1 April 2019 – 30 June 2019)																
Town/Locality	Eddington	Rheola	Newbridge	Tarnagulla	Inglewood	Bridgewater	Wedderburn	Korong Vale	Borong	Boort	Pyramid Hill	Mitiamo	Dingee	Serpentine	Rural/Other	Total
No. identified from previous report period	2	0	3	2	4	3	10	9	2	1	2	1	0	0	1	40
No. resolved during quarter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
New action commenced	0	0	0	0	0	0	2	1	1	0	0	0	0	0	1	5
No. currently pursuing	2	0	3	2	4	3	12	10	3	1	2	1	0	0	2	45
Progress Activities																
Site meeting / discussion held	0	0	0	0	1	1	4	1	1	0	0	0	0	0	1	9
Letter to comply issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Occupier has commenced clean-up work	2	0	1	1	1	1	1	0	0	0	0	0	0	0	0	7
Notice to comply issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractor engaged for clean-up work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Local laws staff continue to work with community members in resolving unsightly property issues. Achieving resolution of unsightly property issues can be difficult, with many property owners committing to attend to the issue and in some cases starting the process of cleaning up only to relapse. This requires an approach of escalation of interventions until compliance is reached.

Many of these issues involve longstanding patterns of behaviour that will require continual intervention and time to establish significant change in individual's behaviour in order for lasting compliance to be reached.

Animal management

Table 3 provides a high level summary of animal management activities.

Table 3: Summary of animal management activities

Quarter 4 (1 April 2019 – 30 June 2019)						
Activity	Wandering livestock	Trespassing livestock	Dog attack	Domestic animal at large	Distribution of cat traps	General complaints / other
No. of actions	9	6	4	16	17	30

Table 4 summarises animal management activities that resulted in impoundments, encompassing both domestic animals and livestock.

Table 4: Impoundment activities

Quarter 4 (1 April 2019 – 30 June 2019)				
Animal type	Impoundments	Returned to owners	Animals rehoused	Animals disposed
Livestock	134	131	0	3 (sold)
Dogs	18	6	11	1
Cats	5	0	5	49 (feral)
Total	157	137	16	53

Planning Compliance and Enforcement

Table 5 provides a summary of planning compliance and enforcement activities undertaken.

Table 5: Planning compliance and enforcement activities

Quarter 4 (1 April 2019 – 30 June 2019)					
Type	No. identified from previous report period	New action commenced	PIN's issued	No. resolved during this quarter	No. currently pursuing resolution
Land use in contravention of planning scheme without a permit	5	4	0	2	7
Native vegetation removal without a permit	2	2	0	0	4
Breach of planning permit	1	1	0	0	2
Dog breeding / animal keeping	1	2	0	1	2

Land used as a store without planning permit	2	0	0	0	2
Occupation of a shed without a planning permit	2	1	0	0	3
Total	13	10	0	3	20

Throughout all of the above compliance activities tabled, the Development and Compliance Department aims to work proactively with property and animal owners to achieve a positive outcome within the legislative framework set by the State Government and Council Local Laws.

COST/BENEFITS

The expenditure for the fourth quarter of 2018-2019 financial year for the local laws and compliance activities contained within this report is \$81,635. As the identified properties are escalated through the compliance process, costs associated with legal proceedings may also be incurred by Council.

The resulting cost to Council can be significant in terms of officer(s) time; particularly undertaking various site inspections across Loddon Shire. Direct monetary costs can be significant should a matter progress to the Victorian Civil and Administrative Tribunal (VCAT) or the Magistrates Court. Therefore, it is of benefit to Council and the community that the Development and Compliance Department work through these matters in a timely and respectful manner to reach an appropriate outcome wherever possible.

Benefits derived from investing in local law and planning compliance activities include:

- improving and maintaining township amenity
- ensuring that appropriate development occurs
- maintaining and improving public safety
- encouraging good domestic animal and livestock management
- reduced bushfire risks.

RISK ANALYSIS

Failure of Council to adequately manage the provisions associated with the Loddon Planning Scheme, Planning and Environment Act 1987 or other applicable legislation including the Domestic Animals Act 1994, Impounding of Livestock Act 1994, Country Fire Authority Act 1958 or Council Local Laws is considered to pose the following risks:

- barrier to development and associated economic growth within Loddon Shire
- inappropriate development
- Council's reputation as a regulatory authority
- public safety that endangers life and property
- adverse amenity of our townships
- increased bushfire hazards.

CONSULTATION AND ENGAGEMENT

Land and animal owners subject to compliance and enforcement actions under the abovementioned legislation and local laws are consulted with at each stage of the process.

RESOLUTION 2019/182

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council receive and note the local laws and planning compliance activity report.

CARRIED

10.4 UPDATE ON THE ANNUAL INFRASTRUCTURE PROGRAM 2018-2019, FLOOD RESTORATION PROGRAM AND OTHER PROJECTS.

File Number: 14/01/001

Author: Adam Cooper, Project Management Coordinator

Authoriser: David Southcombe, Manager Assets and Infrastructure

Attachments:

1. Annual Infrastructure Program 2018-2019
2. Flood Restoration Program
3. Other Projects

RECOMMENDATION

That Council note the update on progress of the Annual Infrastructure Program 2018-2019, Flood Restoration Program and Other Projects as at June 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

This is the report for the fourth quarter of 2018-2019 financial year, providing an update on the progress of the Annual Infrastructure Program and Flood Restoration Program. The status of other projects that are delivered by the Assets & Infrastructure Department but are not part of the Annual Infrastructure Program or the Flood Restoration Program are also included in the report.

BACKGROUND

This report is produced quarterly and is provided to Council for the purpose of reporting progress of the Annual Infrastructure Program, Flood Restoration Program and Other Projects that the Assets & Infrastructure Department is responsible for delivering. The information in this report covers progress up until the end of June 2019.

ISSUES/DISCUSSIONAnnual Infrastructure Program

Attachment 1 provides a progress summary for the end of quarter four of the 2018-2019 financial year of the Annual Infrastructure Program. There are 92 individual projects, including carryovers from previous financial years that form the Annual Infrastructure Program 2018-2019. There are a small number of projects completed early in July that have been included in this report. Any incomplete projects will be reported as carryovers in future quarterly progress reports.

Flood Restoration Project

Attachment 2 provides a progress summary for the end of quarter four of the 2018-2019 financial year of the Flood Restoration Project. This will be the final update on this program as all works are now complete.

Other Projects

In addition to the Annual Infrastructure Program and Flood Restoration Program, the Assets & Infrastructure Department is responsible to oversee the delivery of a number of different projects. Attachment 3 provides a summary of the other projects at the end of fourth quarter of 2018-2019 financial year. All completed projects will be removed for subsequent quarterly progress reports.

COST/BENEFITS

The total proposed expenditure for the 2018-2019 financial year for the Annual Infrastructure Program is \$4,531,425. The total expenditure for the year to date is \$4,405,256. During the period covered within this report all major projects have been awarded, with many of the projects completed if not commenced. Attachment 1 gives a summary of progress of individual projects within this program as at 30 June 2019 including carryover projects from previous financial year. Some projects completed in July have been included within this update.

The total expenditure for the Flood Restoration Program across the two year program was \$19,233,657. Progress is summarised in Attachment 2. All physical on ground works are complete. There was 2243 damages rectified, of which 535 were contracted out.

The Assets & Infrastructure Department is currently managing other significant projects covered in Attachment 3 which are in different stages of progress. The combined value of such projects is in excess of \$1.5 million.

RISK ANALYSIS

There are a number of risks associated with the delivery of the Annual Infrastructure Program, the Flood Restoration Program and other significant projects. The following is a list of some but not all of the associated risks:

- delivering within timeframe and budget
- meeting community expectations
- delivering projects in accordance with engineering standards
- compliance with procurement legislation

Council officers are committed to monitoring and managing the risks associated with the Annual Infrastructure Program, the Flood Restoration Program and other significant projects to ensure that any issues are minimised.

CONSULTATION AND ENGAGEMENT

The information provided in this report is presented after consultation between Manager Assets and Infrastructure, Flood Restoration team and the Works Department.

RESOLUTION 2019/183

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council note the update on progress of the Annual Infrastructure Program 2018-2019, Flood Restoration Program and Other Projects as at June 2019.

CARRIED

10.5 QUARTERLY STRATEGIC PLANNING ACTIVITY REPORT**File Number:** 13/01/002**Author:** Carolyn Stephenson, Statutory / Strategic Planner**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Strategic Planning Activity report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This is the final report for the 2018 – 2019 financial year summarising the strategic planning activities undertaken within the Development and Compliance Department.

BACKGROUND

Council undertakes strategic land use planning projects to ensure that its planning scheme is robust, relevant and is consistent with the Council Plan.

This report provides an overview of the current activities of the Strategic Planner. The Strategic Planner's time is divided between statutory planning (10 hours per week) and strategic planning (8 hours per week) activities. It is the strategic planning activities that are the subject of this report.

ISSUES/DISCUSSIONCurrent Strategic Planning Projects

Table 1 provides a summary of current strategic planning projects and the activities undertaken as part of these projects during the final quarter of the 2018 – 2019 financial year.

Table 1: Current Strategic Planning Projects

Current Strategic Planning Projects Quarters 3&4 (31 December 2018 – 30 June 2019)			
Project	Tasks undertaken during the quarter	Future tasks	Estimated project completion
Settlement Strategy	<ul style="list-style-type: none"> Draft report finalised ready for submission to Policy Review Committee. 	<ul style="list-style-type: none"> The report is to be reviewed through the strategic document approval process in preparation for presentation to Council. 	The report will be presented to Council in September 2019.

Boort Park Housing Development	<ul style="list-style-type: none"> Draft report provided by consultants. 	<ul style="list-style-type: none"> Report to be finalised by consultants following review by Council staff to ensure it meets the objectives of the brief. 	Step 1, Feasibility assessment to be presented to Council September 2019.
Planning Scheme Review	<ul style="list-style-type: none"> Report currently being prepared. 	<ul style="list-style-type: none"> Presentation and adoption of report by Council. Submission of report to Minister for Planning. 	Planning Scheme Review Report to be presented to Council in October 2019. Implementation of recommendations are to be staged over 2019 - 2022.

The time available for staff to spend on strategic planning is limited. Funding allows for 8 hours per week and often the staff member is required to access these hours for statutory planning. This is done when there are increased demands in the statutory planning area. Currently there is a gap of staffing in the statutory planning function. This is largely due to a shortage of qualified planners coupled with industry demand. This has meant that the time available to dedicate to strategic planning has been impacted on delaying the delivery of these projects. This remains a challenge that the Development and Compliance Department is trying to resolve.

Upcoming Strategic Planning Projects

Table 2 outlines future strategic planning projects that have been identified to commence as soon as practicably possible.

Table 2: Upcoming Strategic Planning Projects

Future Strategic Planning Projects			
Project	Overview	Key Tasks	Estimated project timeframes
Heritage Framework	<p>Council has allocated \$100,000 in reserve to be used to support restoration of heritage buildings in the municipality.</p> <p>It is proposed that this money be used to provide loans to owners of buildings subject to heritage protection under the planning scheme or State legislation. The loans will be provided to successful to undertake works on their property that would support the protection of the heritage buildings within Loddon Shire.</p>	<ul style="list-style-type: none"> Preparation of guidelines, criteria and process for approval and implementation. 	<p>Document prepared for Policy Review Group: March 2020</p> <p>Document prepared for Management Executive Group: May 2020</p> <p>Document presented at Council Forum: June 2020</p>

			Policy adopted by Council: August 2020
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COST/BENEFITS

The expenditure for the second half of 2018 – 2019 financial year of the strategic planning activities contained within this report is \$13,568.

Benefits derived from investing in strategic planning managed by the Development and Compliance Department include:

- clearly defined directions for land use and development that are underpinned by research and supported by the community
- a relevant and effective planning scheme that provides for economic development, population growth, attractive townships and protection of heritage and the environment.

RISK ANALYSIS

Failure of Council to undertake strategic planning includes:

- outdated planning controls that do not respond to current issues and opportunities
- inappropriate development that compromises the amenity of towns and undermines economic development opportunities
- loss of opportunities for population and residential growth.

CONSULTATION AND ENGAGEMENT

The strategic planning staff member consults with a number of stakeholders on a regular basis including:

- community members and organisations
- government agencies including Department of Environment Land Water & Planning, Department of Economic Development Jobs Transport & Resources, North Central Catchment Management Authority
- other Loddon Shire Council departments
- other municipalities.

RESOLUTION 2019/184

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council receive and note the Strategic Planning Activity report.

CARRIED

10.6 QUARTERLY PLANNING PERMIT ACTIVITY REPORT

File Number: 13/01/002
Author: Alexandra Jefferies, Planning Officer
Authoriser: Glenn Harvey, Manager Development and Compliance
Attachments: 1. Planning permit status report April - June 2019

RECOMMENDATION

That Council receive and note the planning application and permit activity report for April – June 2019.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This is the fourth report for the 2018-2019 financial year summarising planning application activities undertaken within the Development and Compliance Department.

BACKGROUND

This report covers the planning permit activity for each quarter and provides Council with a high level summary for the purpose of monitoring performance within this area.

Council maintains powers under the Planning & Environment Act 1987 which are delegated to Planning Officers. Applications made under these powers may include (but are not limited to) the following:

- consideration of a planning application for a new use/development
- consideration of an amendment to an existing planning permit
- secondary consent applications (minor changes)
- extensions of time to existing planning permits.

ISSUES/DISCUSSIONPlanning permit activities

A detailed summary of the status of planning permits can be found in attachment 1: Planning permits status report 1 April 2019 – 30 June 2019.

Timeframes

The Planning & Environment Act 1987 requires a 60 day timeframe for the processing of planning applications by Councils. The Act details how the 60 days are to be measured following the acceptance of a planning permit application.

Table 1 provides a summary of the average timeframes in which the Development and Compliance Department assessed and issued Planning Permits during the fourth quarter of the 2018-2019 financial year and compares these to the Victorian rural average.

Table 1: Average timeframes for decisions

Quarter 4 of the 2018/2019 financial year			
Month	Average gross days to determine	Completed within 60 days	Rural average completed within 60 days
April	70	62%	76%
May	118	33%	75%
June	140	67%	67%
	Total Quarterly average	54%	73%

During the fourth quarter of the 2018- 2019 financial year 54% of all Planning Permit applications were assessed and issued within the timeframes as set in the Planning & Environment Act 1987.

During May and June the average gross days to determine are particularly high. This can be explained by the lack of a full time Planning Officer within the Planning Department causing a number of difficulties in delivering this service. A shortage of qualified planners coupled with industry demand has made maintaining consistency in this area challenging, particularly for short term contracts. This remains a challenge that the Development and Compliance Department is trying to resolve.

COST/BENEFITS

The expenditure for the fourth quarter of 2018-2019 financial year of the statutory planning activities contained within this report is \$31,748. This is significantly lower than normal and reflects the difficulty in maintaining staffing levels at the full budget allocation.

Benefits derived from investing in the planning process managed by the Development and Compliance Department include:

- well managed and appropriate development
- well informed community members who understand the value of planning within local government
- applications processed in a timely manner
- correct implementation of regulations and standards.

RISK ANALYSIS

Failure of Council to adequately implement the planning scheme poses the following risks:

- inappropriate development which could endanger life and property
- Council's reputation as a responsible Authority
- breaches of the Planning & Environment Act 1987 requiring compliance action.

Insufficient investment in resources in the Development and Compliance Department may result in extended timeframes for the processing of applications.

CONSULTATION AND ENGAGEMENT

The Planning Staff consult with a number of stakeholders on a regular basis including:

- applicants
- surrounding land owners
- regulatory authorities

- other Loddon Shire Council departments
- other municipalities.

RESOLUTION 2019/185

Moved: Cr Gavan Holt

Seconded: Cr Neil Beattie

That Council receive and note the planning application and permit activity report for April – June 2019.

CARRIED

10.7 QUARTERLY BUILDING SERVICES ACTIVITY REPORT

File Number: 13/06/001, 13/08/001 & 13/08/003

Author: Greg Johnston, Municipal Building Surveyor

Authoriser: Glenn Harvey, Manager Development and Compliance

Attachments: Nil

RECOMMENDATION

That Council receive and note the Building Services Activity report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council is provided with information quarterly summarising building services activities relating to permits, certificates and statutory enforcement activity undertaken within the Development & Compliance Department. This is the fourth quarterly report for the 2018-2019 financial year.

BACKGROUND

Council provides a range of building services through the Municipal Building Surveyor including the following:

- issuing relevant permits and certificates
- issuing report & consent determinations on matters not complying with the Building regulations
- building advisory and information services including legal point of discharge requests
- consultancy and building control functions
- administrative functions prescribed by the Building Act & Regulations including keeping records relating to the activity of private building surveyors issuing permits within Loddon Shire
- regulatory enforcement of relevant Acts.

The number of building permits, occupancy permits and final inspections is a basic indicator of building development and investment within the Loddon Shire Council area.

ISSUES/DISCUSSIONBuilding permits

1. Table 1 provides the number and total value of building permits issued for the four quarters of the 2018-2019 financial year. There is variation in the number and value of permits across the various quarters throughout any given financial year. The variation in value is largely attributable to the scale and cost of individual projects. Building permit numbers remain fairly consistent. One building permit for the fourth quarter of this year had a value of \$10,775,718 while no other project exceeded \$300,000 in value. This very high value for a single permit is the factor behind the increased value in the building permits for this quarter.

Table 1: Summary of new building permits issued

	Quarter 1 2018-19 (01/07/2018 – 30/09/2018)	Quarter 2 2018-19 (01/10/2018 – 31/12/2018)	Quarter 3 2018-19 (01/01/2019 – 31/03/2019)	Quarter 4 2018-19 (04/01/2019 – 30/06/2019)
No. of new Permits	38	55	44	45
Value of Works	\$3,017,724.60	\$7,014,588.00	\$3,588,195.65	\$13,484,687.57

Table 2 provides a summary of the number of final inspections and certificates of occupancy issued for building permits for the four quarters of the 2018-2019 financial year.

Table 2: Summary of final inspections and occupancy permits

	Quarter 1 2018-19 (01/07/2018 – 30/09/2018)	Quarter 2 2018-19 (01/10/2018 – 31/12/2018)	Quarter 3 2018-19 (01/01/2019 – 31/03/2019)	Quarter 4 2018-19 (01/04/2019 – 30/06/2019)
Certificates of final inspection	35	39	31	32
Occupancy Permits	7	12	12	7

Council Building Services Staff continue to work proactively sending follow up letters with respect to the significant number of incomplete building permits that have lapsed from past years. Council now notifies building owners approximately two months before their building permits are due to lapse to inform them that they can either arrange a final inspection or apply for an extension of time for their building permit to minimise the likelihood of old permits not being finalised / having occupancy permits issued. This seems to be improving completion rates for more recent permits with 23 of the total of 32 final inspections for the quarter being carried out by Council. There still remain a number of old building permits to be finalised.

Statutory enforcement

Table 3 provides a high level summary of statutory enforcement activities undertaken by the Municipal Building Surveyor.

Table 3: Summary of statutory enforcement activities

Type	Actions incomplete from previous report period	New action started	Total actions	Building notice issued	Building order issued	Legal action / solicitors letter started this quarter	Legal action ongoing	No. resolved during this quarter
Building damaged by fire	0	0	0	0	0	0	0	0
Works required to make building safe (including pools)	5	3	8	3	1	0	0	1
Carrying out building works without a permit	5	5	10	2	3	1	1	1
Works not in accordance with building permit	0	1	1	0	1	0	0	0
Illegal occupation of non-habitable building	2	0	2	0	1	0	0	2
Building with non-complying essential safety measures	1	1	2	1	0	0	0	0

Whilst new issues requiring enforcement are identified regularly, it is also noted there are some longstanding enforcement activities that are ongoing. The time spent on individual items can be significant particularly when it requires escalation to Court. Council officers work to try to resolve matters without legal intervention. Unfortunately this cannot always be achieved.

There have been a number of other actions relating to matters under the Building Act & Building Regulations that have been resolved without the need for formal enforcement action. This has been achieved by staff working pro-actively with property owners to have works completed. Other inspections that have taken place following this reporting period have identified more matters that will require enforcement actions that will be captured in the next quarterly report.

Council is largely responding to matters on a complaints basis. There are a significant number of properties with illegal buildings, some of which are occupied that resources are not available to follow up. This matter is cover in more detail under the Risk Analysis section. It remains a significant challenge for Council staff.

COST/BENEFITS

The expenditure for the fourth quarter of the 2018-2019 financial year for building services activities contained within this report is \$37,729. The provision of building activity statistics informs Council of the level of building activity and statutory enforcement activity in the municipality.

The cost to Council of enforcement activity can be quite significant, particularly in terms of Council officers' time. This in turn impacts on other activities such as the timeframe for building permits. Direct monetary costs significantly escalate if matters progress to a Magistrate's hearing or the Municipal Building Surveyor needs to arrange for the work associated with any order to be completed by Council. As such, the Municipal Building Surveyor, together with other Development & Compliance Department staff endeavour to work through enforcement matters in a manner that engages with property owners/occupiers to have required works completed.

RISK ANALYSIS

There are risks associated with all building and development works. As such, it is imperative that Building legislation, standards and controls are administered effectively. Failure of Council to adequately enforce the provisions of applicable legislation poses the following possible risks:

- unsafe development and building works which may affect the safety of property owners, occupiers and the general public within Loddon Shire
- Council's reputation as a regulatory authority
- Council being held liable for failure to act in a matter which results in damage to other property, or injury or death to a person
- failure to meet statutory obligations set within relevant legislation.

1.

As part of the risk management process when undertaking enforcement work, the Municipal Building Surveyor makes reference to the building enforcement intervention filter criteria, developed by the Victorian Municipal Building Surveyors Group and which forms part of the procedures covered in Loddon Shire Council's Building Control Policy.

A significant risk within Loddon Shire is unregulated developments, in particular small allotments which are sold to purchasers that have expectations of using it for a cheap home or "weekender". Often the landholder is unable or unwilling to meet the regulatory requirements to safely utilise the site as they desire. This has led to a number of undesirable and potentially unsafe outcomes of unregulated developments. Action by Council's Local Laws & Planning Compliance Officer has improved some areas of the Shire in this regard. Development & Compliance staff will continue to work collaboratively to make best use of limited resources to address some of these issues. It is noted that Council's current capacity to enforce compliance in every instance, is limited. Generally enforcement matters are followed up by the Municipal Building Surveyor on a complaints basis having regard to risk management principles.

The Victorian Building Authority has recently released the Regulatory Impact Statement for proposed changes to Swimming Pool legislation that would require Councils to register pools and monitor safety measures. If this is legislated it will impact on Council's already limited Building Services resources.

CONSULTATION AND ENGAGEMENT

The Municipal Building Surveyor regularly engages with business operators, developers, residents and ratepayers during the administration of the various Acts which can range from annual assessments/inspection to the provision of advice for the processing of building permits. Any business operator, developer, residents or ratepayer that is subject to enforcement action is

regularly consulted with during the enforcement process to give them the opportunity to avoid the next step up in enforcement action.

RESOLUTION 2019/186

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That Council receive and note the Building Services Activity report.

CARRIED

10.8 REQUEST AUTHORISATION FOR AN AMENDMENT OF BRIDGEWATER FLOODING OVERLAYS**File Number:** 13/01/003**Author:** Glenn Harvey, Manager Development and Compliance**Authoriser:** Steven Phillips, Director Operations**Attachments:** Nil**RECOMMENDATION**

That Council

1. Request authorisation from the Minister for Planning to prepare an amendment to the Loddon Planning Scheme to update the Floodway Overlay (FO) and Land Subject to Inundation Overlay (LSIO) at Bridgewater.
2. Should authorisation be provided, prepare the amendment and place the amendment on exhibition.

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 Bridgewater Flood Management Plan was adopted by Council at its ordinary meeting on 13 September 2016, where Council resolved to implement the identified actions within the plan, including (but not limited to):

- amendment of the planning scheme for Bridgewater to reflect the flood risk identified by this project (the Flood Management Plan).

BACKGROUND

The Bridgewater Flood Management Plan 2016 (the Plan) was developed by North Central Catchment Management Authority (CMA) in partnership with Council after receiving funding via the Natural Disaster Resilience Grants Scheme in 2014.

North Central CMA engaged expert hydrologists, Water Technology to undertake a detailed flood investigation to:

- simulate recent flood events (2010-11)
- determine flood levels and flood extents for flood events up to and including the 1 in 100 year Average Recurrence Interval (ARI) flood event
- provide information to improve flood warnings and emergency response activities and
- determine the feasibility of a range of potential flood mitigation options.

The Plan was guided by a community-based steering committee inclusive of representatives from North Central CMA, Council staff, Water Technology, Councillor Condliffe and Councillor Curnow, Bridgewater community members and members of state-based agencies.

The Plan was developed to industry best practice and involved significant consultation with the Bridgewater community to verify the accuracy of the flood maps and gain support for the Plan's final recommendations.

The final recommendations included the following action:

- amendment of the (Loddon) planning scheme for Bridgewater to reflect the flood risk identified by this project (the Plan).

ISSUES/DISCUSSION

The Planning Scheme Amendment Process

The purpose of this report is to seek a Council resolution to request authorisation from the Minister for Planning to prepare an amendment to the Loddon Planning Scheme to incorporate flood controls for Bridgewater.

The Planning Scheme is a legal document prepared under the Planning and Environment Act 1987. Changes to the planning scheme, including updated flood mapping and controls, need to go through a prescribed amendment process that involves consent from the Minister to prepare the amendment and place it on public exhibition.

Council is required to seek authorisation from the Minister for Planning prior to preparation of the amendment to ensure that the amendment is consistent with State planning policy and makes proper use of the Victoria Planning Provisions. Once authorisation is provided from the Minister, the amendment will be prepared and exhibited.

Exhibition will include notice to affected land owners, other agencies and public notices in the local paper and Victorian Government Gazette.

Following exhibition, Council will be provided the opportunity to consider all submissions and decide whether to proceed with the amendment, modify the amendment in response to a submission or abandon the amendment.

Should Council choose to proceed with the amendment and not modify it in response to a submission, the amendment will proceed to a panel hearing, which will consider the amendment and any submissions and make a recommendation to Council on how to proceed with the amendment. An amendment to the planning scheme is approved by the Minister for Planning when adopted by Council.

Existing flood controls in Bridgewater and surrounds

The Loddon Planning Scheme currently includes flood controls in Bridgewater in the form of the Floodway Overlay and Land Subject to Inundation Overlay.

The Floodway Overlay (FO) – is usually applied to mainstream flooding in both rural and urban areas. These areas convey active flood flows and generally designate higher risk flood areas. In Bridgewater, the existing FO generally aligns with the Loddon River and immediate environs, representing the deepest and fastest flooding and areas of highest risk e.g. such as the Bridgewater Public Caravan Park. The FO is proposed to be extended to include all areas of higher risk flooding – generally where flooding exceeds 500mm depth and therefore where development should be carefully managed to avoid intensifying impacts to existing properties. This extension will see the FO apply to the area consisting of the Main Street shops in the vicinity of the Bridgewater Bowling Club and Bridgewater Bakehouse. The extension will also apply to residential areas adjacent to Park Street and to residential blocks on the west side of the river (see Figure 1).

The FO restricts subdivision in high hazard flood areas and requires development proposals to meet certain conditions. Subdivision is only permissible in the FO where the subdivision does not create new lots entirely within the overlay or where the subdivision is the re-subdivision of existing lots and the number of lots is not increased. Therefore it provides for a lower level of development consistent with the flood risk. Whilst this will limit development potential in some areas, it provides clearer guidance on what developments can and can't occur in the worst and most frequently flooded low-lying areas of Bridgewater.

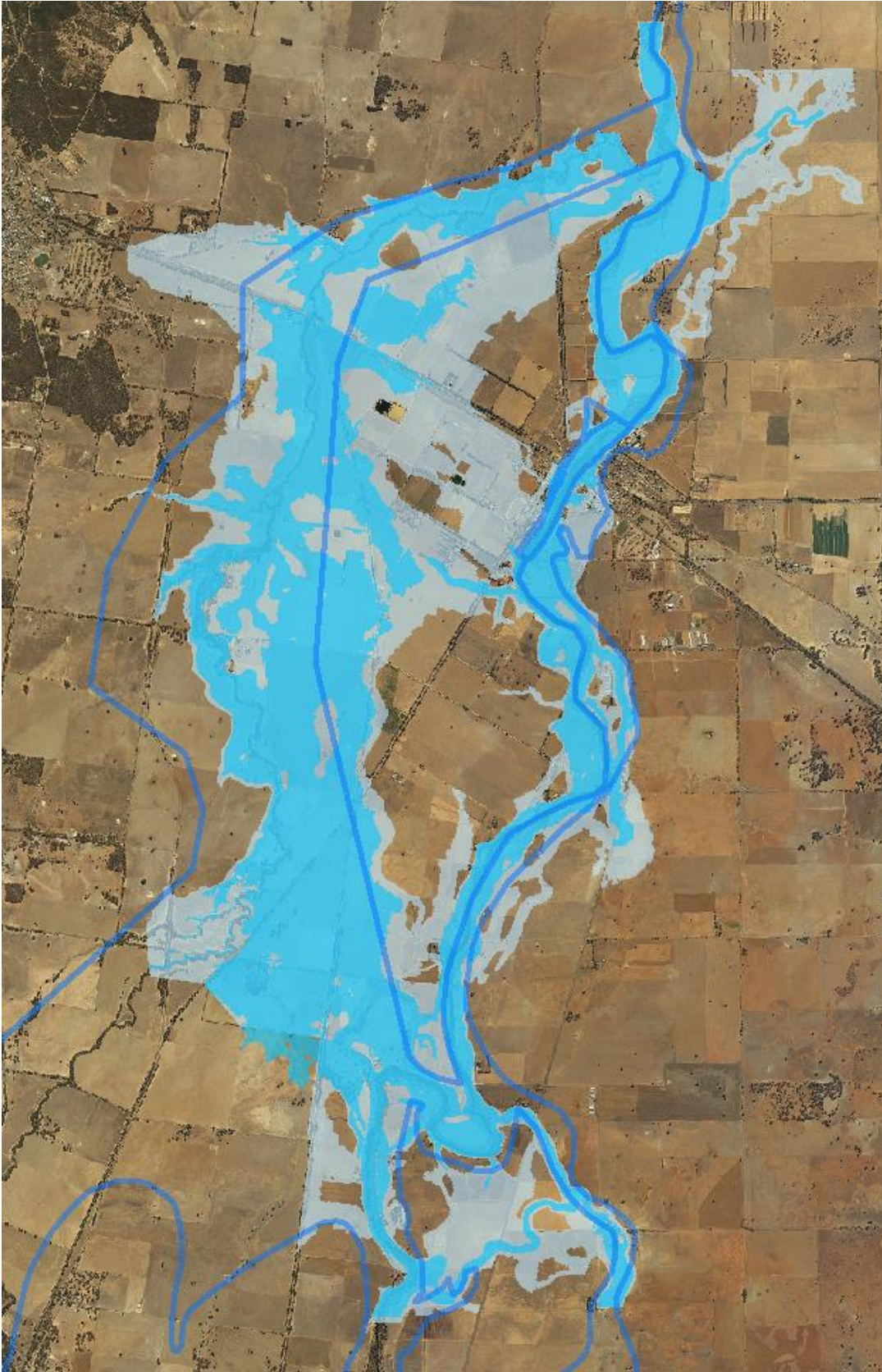
A comparison of the existing FO within Bridgewater Township and the proposed draft FO is shown in Figure 1 below. Note: The following maps are provided for indicative purposes only and may not represent the final amendment maps.

Figure 1 – Comparison of existing FO (Blue) and proposed draft FO (Orange hatched). Note: this map excludes existing and proposed LSIO i.e. the full flood extent is larger than this (see Figure 3).



The FO is also proposed to be applied in the Loddon Planning Scheme for the entirety of the Bridgewater Flood Management Plan model extent. This again identifies areas where flood depths exceed 500mm and development needs to be carefully managed to ensure the most frequent flow paths across rural areas are not blocked and ensuring smaller floods can also pass safely through the floodplain unimpeded. Figure 2 shows the full extent of the proposed FO from the Bridgewater flood plan, including breakout flows across to the Bullabul Creek and where flows reconvene with the main Loddon River branch to the north of Bridgewater. Note: The existing Land Subject to Inundation Overlay (LSIO) also shown in Figure 2, demonstrating the differences and greater accuracy of mapping from the Plan. Areas beyond the flood model extent will stay the same.

Figure 2 - Proposed FO (dark blue shade) and LSIO (light blue shade) within the Bridgewater Township. The existing LSIO is shown as a dark blue outline. Note the existing FO along the Loddon River corridor (refer Figure 1 for better detail).



The LSIO is usually applied to the balance of the floodplain affected by 1 in 100 year flood and not included in the FO. Areas subject to the LSIO generally have lower flood risk and represent areas where moderate levels of development can still occur subject to appropriate conditions.

The existing LSIO was based on historical flood information from the 1909 Loddon River flood event. This mapping is considered out of date and does not represent the level of accuracy from the new flood modelling based on current catchment conditions. Figure 2 above shows the substantial proposed changes to the LSIO in the surrounding rural areas. Figure 3 below shows the proposed changes to the LSIO (and FO) within the Bridgewater Township.

The proposed changes show marginal adjustments to the LSIO boundary in the vicinity of Peppercorn Lane and Sugargum Drive. The LSIO will be largely removed from the Laucke Flour Mill site and adjacent Industrial Zoned land. The LSIO will be extended westward to capture shallow flooding that occurs along the Bridgewater-Arnold Road and flows heading northeast towards the Bullabul Creek.

The LSIO is unlikely to prevent development and is more about applying development conditions such as e.g. setting floor levels above flood levels and ensuring filling is managed so as not to change floodplain conditions.

Figure 3 - Proposed FO (dark blue shade) and LSIO (light blue shade) within the Bridgewater Township. The existing LSIO is shown as a dark blue outline. Note the existing FO along the Loddon River corridor (refer Figure 1 for better detail).



Preparation of the amendment

Once authorised by the Minister to prepare the amendment, Council staff will work with North Central CMA staff (the floodplain management authority and source of the flood mapping) to further refine the proposed FO and LSIO maps and draft appropriate overlay schedules to exempt minor developments from requiring a permit (e.g. minor dwelling extensions, small outbuildings, carports, hay sheds and similar).

North Central CMA has assisted the preparation of recent amendments for Bendigo, Charlton, Donald, Castlemaine, Creswick and Clunes, and therefore has good recent experience of the amendment process, consistency in development of FO and LSIO mapping and in developing appropriate schedules to exempt minor developments from requiring a permit.

It is expected that the amendment will provide greater clarity and guidance to development proposals in Bridgewater and surrounding areas. It will also address concerns from locals arising from outdated and inaccurate flood overlays and due to limited guidance on what developments will or won't be approved prior to applying for a permit (and paying the permit fees).

A second future flood mapping amendment

The LSIO mapping for this amendment will remain the same outside the boundaries of the Bridgewater Flood Management Plan model. However, a current Lower Loddon Flood Study project to map the larger Loddon River floodplain from Laanecoorie to the Murray River (beyond the Loddon Shire boundary) will provide new flood mapping for a future amendment to make further corrections to the LSIO maps. Due to the size of the Loddon floodplain, a slightly different methodology is being used, providing fit-for-purpose flood mapping but which is considered a lower quality than the mapping produced for the Bridgewater Flood Management Plan. This project is aiming to be completed later in 2019. The larger Lower Loddon Flood Study mapping is also likely to be implemented as a Group of Councils' amendment across multiple Shires (Gannawarra, Swan Hill, Greater Bendigo and Campaspe). For these reasons, and to provide greater clarity for Bridgewater as soon as possible, it is proposed that Bridgewater be run as a stand-alone amendment now to include up to date flood mapping into the Loddon Planning Scheme without further delay.

COST/BENEFITS

Amendments costs to Council can generally be categorised into staff time and fees.

Staff time – in this instance, Council is being assisted by North Central CMA who have received funding for a planning resource for 2 years to assist local Councils to implement a backlog of amendments, including Bridgewater. Council and North Central CMA will enter an MOU for the provision of planning services to carry out the majority of tasks required for this amendment (and the future amendment for the Lower Loddon Flood Study mapping). The planning resource will remain an employee of the North Central CMA. There will be a low level of requirement on existing Council staff to assist with exhibition activities and a Planning Panel if required. The Manager Development and Compliance will oversee and manage the North Central CMA employee in accordance with the MOU agreement.

Fees – A small allocation of budget would be required for fees associated with public engagement activities when exhibiting the amendment (e.g. mail outs, venue hire, public notices). Additional fees would be incurred if the application was to go before a Planning Panel to hear unresolved community submissions. The costs associated with a Panel can be significant and are highly dependent on the number of unresolved submissions to be heard. Such fees are normal to an amendment process and are expected to be managed within the existing Development and Compliance Department budget.

The staff time to prepare an amendment is generally the most significant cost of an amendment process and therefore Council should take the opportunity presented by North Central CMA whilst available. If deferred to a future date, the amendment would need to be managed within Council's own budget and strategic priorities and based on the current work demands and short-term priorities it is uncertain when this amendment could be implemented if not completed now with North Central CMA assistance.

RISK ANALYSIS

The Loddon Planning Scheme should be a robust document that correctly identifies known flood risk and provides clear guidance and transparency on potential uses and development of land. The amendment process is heavily prescribed in legislation and provides transparency and meaningful opportunities for community input. This explicitly defines the scope of community engagement activities and therefore manages any risks associated with community concerns of bias or unfairness.

Moreover, managing flood risk through Planning Schemes is an ongoing accountability for Council. Where mapping doesn't exist or is outdated the Planning Scheme should be amended:

“LGAs (Councils) are accountable for ensuring that their Planning Schemes correctly identify the areas at risk of a 1% Annual Exceedance Probability (1 in 100 year) flood, and that they contain the appropriate objectives and strategies to guide decisions in exercising land use controls in regard to flooding.”

Victorian Floodplain Management Strategy 2016

Figures 1 to 3 above clearly show inaccuracies in the flood overlays as compared to updated flood mapping produced through the Bridgewater Flood Management Plan 2016. The amendment is required to update the overlay maps and amend the associated ordinance that controls buildings and works to ensure development within the floodplain in Bridgewater and surrounds is appropriately managed. Managing development through accurate and effective planning schemes is considered the most cost-effective method of managing flood risk and avoiding future flood damages and can promote faster recovery from major floods (e.g. because house floor levels were set above the flood levels).

CONSULTATION AND ENGAGEMENT

There is no requirement for consultation at this stage as the prescribed amendment process provides for consultation with the landholders and the community when exhibiting the amendment.

Community consultation activities occurred throughout the development of the Bridgewater Flood Management Plan 2016. Community feedback was used to verify the accuracy of the flood models and determine the final recommendations of the Plan – which included amending the Loddon Planning Scheme with updated flood mapping.

RESOLUTION 2019/187

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council

1. Request authorisation from the Minister for Planning to prepare an amendment to the Loddon Planning Scheme to update the Floodway Overlay (FO) and Land Subject to Inundation Overlay (LSIO) at Bridgewater.
2. Should authorisation be provided, prepare the amendment and place the amendment on exhibition.

CARRIED

11 COMPLIANCE REPORTS**11.1 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-KORONG VALE SPORTS CENTRE COMMITTEE OF MANAGEMENT**

File Number: 02/01/27

Author: Michelle Hargreaves, Administration Officer

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: Nil

RECOMMENDATION

That Council appoints the persons named in this report as members of the Korong Vale Sports Centre Section 86 Committee of Management, effective immediately.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Korong Vale Sports Centre Committee of Management on 27 November 2018.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

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

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

ISSUES/DISCUSSION

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

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

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2019/188

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council appoints the persons named in this report as members of the Korong Vale Sports Centre Section 86 Committee of Management, effective immediately.

CARRIED

**11.2 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-
WEDDERBURN ENGINE PARK**

File Number: 02/01/048

Author: Michelle Hargreaves, Administration Officer

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: Nil

RECOMMENDATION

That Council appoints the persons named in this report as members of the Wedderburn Engine Park and Market Square Reserve Section 86 Committee of Management, effective immediately.

CONFLICT OF INTEREST

There may be a perceived conflict of interest for a Council staff member involved in the preparation of this report. The interest has been declared in a primary return. A staff member has an involvement in the subject matter of the report by virtue of their volunteer commitment to the Committee of Management and the volunteer commitment by their family members.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Wedderburn Engine Park Committee of Management on 22 January 2019.

BACKGROUND

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

Members and Office Bearers of the Committee

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

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

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

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

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

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

ISSUES/DISCUSSION

Wedderburn Engine Park and Market Square Reserve is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Organisation
Bruce Hargreaves (President)	Community Member
Michelle Hargreaves	Community Member (minute secretary)
Jordan Hargreaves	Wedderburn Band Cricket Club
Jake Hayes	Wedderburn Band Cricket Club
Barry Bolwell	Wedderburn Historical Machinery and Engines Society
Neville White	Wedderburn Historical Machinery and Engines Society
Geoff Maxwell	Wedderburn Men's Shed
Glenn Harrison	Wedderburn Men's Shed

The Council representative for this committee is Cr Gavan Holt.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil.

RESOLUTION 2019/189

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council appoints the persons named in this report as members of the Wedderburn Engine Park and Market Square Reserve Section 86 Committee of Management, effective immediately.

CARRIED

12 GENERAL BUSINESS**URGENT BUSINESS****RESOLUTION 2019/190**

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That the following items be treated as urgent business.

CARRIED

12.1 MOBILE COVERAGE AND NBN FOR NEWBRIDGE**RESOLUTION 2019/191**

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That Council write a letter to seek support from Optus for improvement to the lack of mobile and data coverage in Newbridge.

CARRIED

12.2 BRIDGE AT BRIDGEWATER**RESOLUTION 2019/192**

Moved: Cr Geoff Curnow

Seconded: Cr Colleen Condliffe

That Council write to Regional Roads Victoria to develop a strategic plan for the upgrade of the bridge at Bridgewater to modern day standards and load rating capacity.

CARRIED

12.3 PASSING OF TIM FISCHER**RESOLUTION 2019/193**

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council send a letter of condolence on the passing of Tim Fischer to his family, and expressing appreciation for his involvement in Loddon Shire's Commemoration of the Centenary of Anzac.

CARRIED

13 CONFIDENTIAL ITEMS**RESOLUTION 2019/194**

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

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 Chief Executive Officer's Performance Review 2018-19

This matter is considered to be confidential under Section 89(2) - (a) 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 personnel matters.

CARRIED

Closing of Meeting to the Public

RESOLUTION 2019/195

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

That the meeting be closed to the public at 4.33pm.

CARRIED**13.1 REVIEW OF CONFIDENTIAL ACTIONS****RESOLUTION 2019/196**

Moved: Cr Geoff Curnow
Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

CARRIED**13.2 CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW 2018-19****RESOLUTION 2019/197**

Moved: Cr Gavan Holt
Seconded: Cr Colleen Condliffe

That Council endorse the 2018/19 review outcomes with ratings, commentary, remuneration review and the Performance Objectives for 2019/20 as outlined in Attachment 1 to the report.

CARRIED

RESOLUTION 2019/198

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That the meeting be re-opened to the public at 5.24pm.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 24 September 2019 at Serpentine commencing at 3pm.

There being no further business the meeting was closed at 5.24pm.

Confirmed this.....day of..... 2019

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CHAIRPERSON