



Date: Tuesday, 12 December 2023
Time: 3.00pm
Location: Loddon Shire Council Chambers, Wedderburn

MINUTES

Council Meeting

**MINUTES OF LODDON SHIRE COUNCIL
COUNCIL MEETING
HELD AT THE LODDON SHIRE COUNCIL CHAMBERS, WEDDERBURN
ON TUESDAY, 12 DECEMBER 2023 AT 3.00PM**

PRESENT: Cr Gavan Holt (Mayor), Cr Dan Straub, Cr Linda Jungwirth (virtual) and Cr Neil Beattie

IN ATTENDANCE: Lincoln Fitzgerald (Chief Executive Officer), Wendy Gladman (Director Community Wellbeing), Steven Phillips (Director Operations), Daniel Hirth (Acting Director Corporate) and Lisa Clue (Manager Governance)

1 OPENING AFFIRMATION

The Mayor read the Opening Affirmation.

2 ACKNOWLEDGEMENT OF COUNTRY

The Chief Executive Officer read the Acknowledgement of Country.

3 APOLOGIES

RESOLUTION

Moved: Cr Neil Beattie

Seconded: Cr Dan Straub

That Council accept the apology received from Cr Wendy Murphy.

CARRIED

4 DECLARATIONS OF CONFLICT OF INTEREST

Nil

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES****File Number:** FOL/19/45615**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm the Minutes of the following meetings as previously circulated to Councillors:

1. Council Briefing of 28 November 2023
2. Council Meeting of 28 November 2023.

REPORT

This report seeks Council confirmation of Minutes from the November 2023 Council Briefing and Council Meeting as previously circulated to Councillors.

RESOLUTION 2023/131**Moved:** Cr Dan Straub**Seconded:** Cr Linda Jungwirth

That Council confirm the Minutes of the following meetings as previously circulated to Councillors:

1. Council Briefing of 28 November 2023
2. Council Meeting of 28 November 2023.

CARRIED

6 COUNCIL AUSPICED MEETINGS**6.1 RECORD OF COUNCIL AUSPICED MEETINGS****File Number:** 02/01/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm records of the following as detailed within this report:

1. Council Briefing 28 November 2023.

Rule 35 of Council's Governance Rules requires a record of meetings conducted under the auspices of Council to be presented to the next available scheduled Council meeting for confirmation that must include:

- a) a record of which Councillors and officers attended the meeting;
- b) a summary of the matters considered in the meeting; and
- c) a record of any conflicts of interest disclosed by Councillors and officers and any Councillors or officers that left the meeting whilst a matter that their conflict of interest related to was being discussed.

Section 3 of the Governance Rules defines meetings conducted under the auspices of Council to mean a meeting of the kind described in section 131(1) of the Local Government Act 2020 and includes a meeting which:

- a) is schedule or planned for the purpose of discussing the business of Council or briefing Councillors;
- b) is attended by a majority of Councillors;
- c) is attended by at least one member of Council staff; and
- d) is not a Council meeting or delegated committee meeting.

This report seeks confirmation of the following Council auspiced as detailed within this report:

1. Council Briefing 28 November 2023.

Meeting details	Briefing
Date	28 November 2023
Councillor Attendees	Cr Holt (Mayor) Cr Jungwirth Cr Murphy Cr Beattie Cr Straub
Staff/ Stakeholder representatives	<ol style="list-style-type: none"> 1. Lincoln Fitzgerald, Chief Executive Officer 2. Wendy Gladman, Director Community Wellbeing 3. Steven Phillips, Director Operations 4. Daniel Hirth, Acting Director Corporate 5. Lisa Clue, Governance Manager 6. Carolyn Stephenson, Statutory/Strategic Planner, Louise Johnston, Statutory Planning Coordinator and Darcy Jackson, Statutory Planning Officer – Items 1 and 2 below 7. David Stretch, Manager Tourism and Economic Development – Items 1, 2 and 4 below
Item(s) discussed.	<ol style="list-style-type: none"> 1. Unlocking Loddon's Residential Growth Potential 2. 5924: Planning Application for earthworks associated with irrigation (laser grading and reuse drain construction) 3. First Right of Refusal - 2 St Arnaud Road, Wedderburn 4. Section 181 Action - 25 Main Street Bridgewater 5. General Business: <ul style="list-style-type: none"> • Pyramid Hill Streetscape • Central Victorian Greenhouse Alliance (GVGA) correspondence
Conflict of Interest Disclosures – Councillor/ officer making disclosure	n/a
Councillor/officer left room	n/a

RESOLUTION 2023/132

Moved: Cr Neil Beattie

Seconded: Cr Dan Straub

That Council confirm records of the following as detailed within this report:

1. Council Briefing 28 November 2023.

CARRIED

7 REVIEW OF ACTIONS**7.1 REVIEW OF ACTIONS****File Number: 02/01/002****Author: Tracy Hunt, Governance Coordinator****Authoriser: Lincoln Fitzgerald, Chief Executive Officer****Attachments: 1. Resolutions Acted Upon Since the November 2023 Council Meeting****RECOMMENDATION**

That Council receive and note resolutions acted upon since the November 2023 Council meeting as attached to 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.

REPORT

A document containing the status of actions from Council meeting resolutions is attached to this report.

There were no outstanding actions from Council meeting resolutions prior to November 2023.

All actions from November 2023 Council meeting resolutions have been completed.

RESOLUTION 2023/133**Moved: Cr Linda Jungwirth****Seconded: Cr Dan Straub**

That Council receive and note resolutions acted upon since the November 2023 Council meeting as attached to this report.

CARRIED

8 MAYORAL REPORT**8.1 MAYORAL REPORT****File Number:** 02/01/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Mayoral Report.

REPORT

Mayor Holt presented a verbal report at the meeting.

Murray River Group of Councils	
07/12/2023 – Meeting – Swan Hill	
Other Council activities	
Date	Activity
29/11/2023	Attended the delivery of the Korong Vale Flood Study Report auspiced by the North Central Catchment Management Authority – Korong Vale
29/11/2023	Wedderburn Redbacks Inc – Annual General Meeting
05/12/2023	Wedderburn College – Martha Haylett, Member for Ripon announcement of new Early Learning Centre for Wedderburn
05/12/2023	Wedderburn CFA – celebration of volunteers and presentation of Service Certificates
06/12/2023	Wedderburn Development Association – Meeting
10/12/2023	Social gathering, Councillors and senior Council staff – Wedderburn

RESOLUTION 2023/134

Moved: Cr Dan Straub

Seconded: Cr Neil Beattie

That Council receive and note the Mayoral Report.

CARRIED

9 COUNCILLORS' REPORT**9.1 COUNCILLORS' REPORTS****File Number:** 02/01/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Councillors' reports.

REPORT

Each Councillor presented a verbal report at the meeting.

Cr Beattie

Council activities	
Date	Activity
28/11/2023	November Council Briefing and Council Meeting
29/11/2023	Korong Vale Community Dinner
04/12/2023	Boort Tourism Development Meeting
10/12/2023	Social gathering, Councillors and senior Council staff – Wedderburn
12/12/2023	Lake Boort Precinct Meeting
12/12/2023	December Council Briefing and Council Meeting

Cr Jungwirth

Central Victorian Greenhouse Alliance	
30/11/2023 - 20 th Annual General Meeting and Board Meeting - Ballarat	
North Central Goldfields Regional Library	
04/12/2023 – Induction	
08/12/2023 – AGM and Board Meeting	
Other Council activities	
Date	Activity
28/11/2023	November Council Briefing and Council Meeting
07/12/2023	Smiles for Miles awards to Loddon Shire Council Kindergartens
08/12/2023	VicGrid online consultation webinar - Renewable Energy Zone Priority Areas
09/12/2023	Tarnagulla Parks Committee - Meeting
10/12/2023	Social gathering, Councillors and senior Council staff – Wedderburn

Cr Straub

North Central Local Learning and Employment Network	
06/12/2023 - Finance and Risk Committee Meeting	
Section 65 Community Asset Committees:	
East Loddon Community Centre	
Pyramid Hill Memorial Hall	
Other Council activities	
Date	Activity
28/11/2023	November Council Briefing and Council Meeting
05/12/2023	East Loddon Lions Club Youth of the Year Awards
08/12/2023	Pyramid Hill Community Centre – meetings with community
11/12/2023	Vic LLENs' Chairs Statewide meeting with Department of Education Vic LLENs' Chairs and EO's combined meeting re new system options
22/11/2023	Community Consultation Committee – Catalyst Metals – Mitiamo

RESOLUTION 2023/135

Moved: Cr Neil Beattie

Seconded: Cr Dan Straub

That Council receive and note the Councillors' reports.

CARRIED

10 DECISION REPORTS

10.1 C579 - CANARY ISLAND CULVERT REPLACEMENTS

File Number: 14.01.001

Author: Adam Cooper, Project Management Coordinator

Authoriser: David Southcombe, Manager Assets and Infrastructure

Attachments: 1. **C579 - Evaluation Report - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(g(ii)) of the *Local Government Act 2020*. It contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

This attachment is designated as confidential in accordance with Section 3(1)(g(ii)) of the *Local Government Act 2020*. It contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. **(under separate cover)**

2. **Attachment 2 - Budget Adjustment - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(g(ii)) of the *Local Government Act 2020*. It contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Contains information on contingency amount. **(under separate cover)**

RECOMMENDATION

That Council

1. Award Contract 579 – Canary Island Culvert Replacement with the alternative barrier rail option to Avarad Civil and reduce the project budget as detailed in Attachment 2.
2. Authorise the Chief Executive Officer to undertake the necessary administrative actions to complete the contract documents

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 Canary island culvert replacements forms part of the Annual Infrastructure Program 2023-2024. The Annual Infrastructure Program was approved at the June 2023 ordinary meeting.

BACKGROUND

In late October and November 2023, Loddon Shire advertised a tender for the replacement of three culverts on Canary Island Road. The 2023-24 Annual Infrastructure Program has an adequate budget for the culvert replacements.

ISSUES/DISCUSSION

The scope of the project is for the following works:

Project No	Location	Description
BCC430	Canary Island Leaghur Rd, CANARY ISLAND	New twin culvert, 6m x 1.8m
BCC432	Canary Island Leaghur Rd, CANARY ISLAND	New triple cell culvert, 9m x 1.8m
BCC433	Canary Island Leaghur Rd, CANARY ISLAND	New culvert, 3m x 1.5m

Council also requested an alternative barrier rail (Crocguard) to be quoted. Crocguard has the benefit of not being attached to the structure, minimising damage if the barrier is hit by vehicles, and allowing debris in time of floods to flow through easier.

The evaluation criteria and weightings for the tender assessment are:

- mandatory risk management including OH&S requirements and relevant insurances, pass or fail
- financial benefit to Council, weighting 40%
- capability, demonstrated experience, systems and processes, weighting 25%
- capacity, access to labour, commitment to end date, weighting 25%
- financial benefit to community, weighting 10%

Council received five conforming responses, these responses were evaluated by an assessment panel (three Council officers in conjunction with Councils contract supervisor) and their report can be found in confidential Attachment 1.

Based on the tenders submitted, Avard Civil demonstrated best value, the capacity and capability to undertake and deliver this project.

COST/BENEFITS

Council requested that the tenderers supply a provisional sum for an alternative barrier rail (Crocguard) over the structure, but not attached to the structure. Crocguard provides the additional benefit of not damaging the structure if vehicles hit the barrier rail by ripping out pins or cracking the concrete slab or crown unit. The preferred tenderer submission with the inclusion of the Crocguard is the best priced option.

All submitted tenders are lower than the budget allocated within the 2023-24 annual infrastructure program for the three culverts. The Local Roads Community Infrastructure Program (LRCIP) – Phase 4, funds this project. It is proposed to reduce the funding for this project as detailed in Attachment 2.

All tenderers are based outside of the Shire. Two tenderers indicated that they had staff or sub-contractors that reside with the Municipality. All tenders also indicated that some materials would be sourced from Loddon Shire Council. Other local benefits as indicated in the tender submissions will largely be through accommodation, fuel and meals for the works crew.

RISK ANALYSIS

Avard Civil has successfully completed a number of projects for Loddon Shire Council previously.

There is the potential for project variations that increase the total cost of works. However, the estimated cost of the works and any variations will be accommodated within the project budget.

Risk emanating from this project and company is expected to be minimal.

CONSULTATION AND ENGAGEMENT

The development of this contract and tender has been prepared with consultation with the Assets and Infrastructure Department and Finance Department.

RESOLUTION 2023/136

Moved: Cr Dan Straub

Seconded: Cr Linda Jungwirth

That Council

1. Award Contract 579 – Canary Island Culvert Replacement with the alternative barrier rail option to Avard Civil and reduce the project budget as detailed in Attachment 2.
2. Authorise the Chief Executive Officer to undertake the necessary administrative actions to complete the contract documents

CARRIED

10.2 2023 LOCAL SPORTS INFRASTRUCTURE FUND APPLICATION - BOORT LAWN TENNIS CLUB

File Number: FOL/20/2656

Author: Paul Scullie, Manager Community Partnerships

Authoriser: Wendy Gladman, Director Community Wellbeing

Attachments: 1. **Project financial details - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(g(ii)) of the *Local Government Act 2020*. It contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The financial information contained in this attachment, should the project proceed, will be subject to a competitive procurement process in the future. **(under separate cover)**

RECOMMENDATION

That Council resolve

1. to support an application to the 2023 Sport and Recreation Victoria Local Sports Infrastructure Fund to install LED lighting on two tennis courts at the Boort Lawn Tennis Club
2. to approve access to Council funds as a co-contribution towards the project as per clause 4.2.4 of the Community Support policy
3. that this support is subject to written confirmation of financial contribution to the project from the Boort Lawn Tennis Club.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Councillors were provided with information relating to this report at the 12 December 2023 Council briefing.

BACKGROUND

Sport and Recreation Victoria have announced the Local Sports Infrastructure Fund (LSIF) is open for applications; closing on 13 December 2023. The Community Sports Lighting funding stream has a maximum of \$250,000 per application available on a 3:1 basis.

In order for applications to be considered, Councils need to confirm that projects funded are to be completed within 24 months of executing a Grant Agreement. Therefore, the project will need to be completed by May/June 2026.

The aspirations of the Boort Lawn Tennis Club to install LED lighting to two of the courts, forms part of the larger Little Lake Boort Recreation Precinct project, identified as a priority project in the Council Plan 2021-2025. This project has therefore been identified as a project suitable for this funding stream. Initial conversations with the club indicate a willingness to support the project with a financial contribution.

ISSUES/DISCUSSION

The scope of the project is "to install six lighting poles with LED lighting to illuminate two courts for competition, as per the Australian standards".

This project forms part of the broader Little Lake Boort Recreation Precinct project that is identified in the Council Plan 2021-2025, and fits within the strategic objective of:

1.1 We will implement financially and environmentally sustainable infrastructure that supports our social and economic needs.

1.1.1 Complete funded major infrastructure projects in the planning phase – Little Lake Boort Recreation Precinct.

1.1.3 Maintain sports and recreation and open public spaces to enable and promote access and participation.

2.2 We will support a connected and inclusive community that provides opportunities for current and new community members at all ages, abilities, and stages of their life.

COST/BENEFITS

Due to commercial in confidence constraints, the financial details have been included in the confidential attachment to this report. That is, Council will be seeking quotes or tenders for this work and release of the financial details would prejudice Council's position in commercial negotiations.

This project would provide a positive outcome for the Boort Lawn Tennis Club and community, providing an opportunity to activate the facility during the evening and to play competition during the cooler parts of the day, potentially attracting increased participation.

RISK ANALYSIS

Council Officers have assessed the project against Council's Risk Appetite Statement, and have undertaken a risk assessment to identify whether the risks can be mitigated to a level that the Council is comfortable to proceed with an application.

Financial risk: Moderate appetite:

Council has a moderate appetite for financial risk, and has developed long term plans to support financial sustainability. Planning of the Little Lake Boort Recreation Precinct project has enabled this project to move to the delivery stage and source the relevant funding, as per the Council Plan 2021-2025.

There is a financial risk to Council given the design has not been finalised and cost estimates are based on estimates and preliminary design rather than construction designs which include footing designs, power supply considerations, etc. While a contingency has been allowed, there is a risk of additional costs which would need to be met by Council. That risk is likely to be financially immaterial to Council's overall budget and given consistency between internal estimates and estimates provided by the designer, there is sufficient comfort with the allowed budget.

Economic and social sustainability: High appetite:

"Council has a high appetite for pursuing activities that promote economic and social sustainability of our communities". Sporting facilities are a social hub for our communities, with many of our community members living remotely or alone.

Continuous improvement and innovation: Very high appetite:

"Council has a very high appetite for continuous improvement, innovative practices, and exploring what new technologies, services and products can offer our organisation in driving efficiency and improved customer experience." The installation of LED lighting is designed to provide the Boort Lawn Tennis Club and the community with an improved opportunity to activate the facility at a time that may be better suited to community members in the evening, thus increase participation. The installation of LED lighting will minimise power consumption and therefore operating cost to the club and environmental impact.

There are a number of risks associated with the delivery of this project:

With the project scope in concept at this point, there is a risk of scope creep or unexpected additional costs arising during project delivery. To mitigate this risk, Council have engaged a contractor to deliver detailed lighting plans and cost estimates. This contractor successfully delivered lighting plans for Serpentine, Mitiamo and Calivil Recreation Reserves during the recent floodlighting upgrades.

The Boort Lawn Tennis Club is on Crown Land requiring in-principle support from the Department of Energy, Environment and Climate Action (DEECA) to allow this project to proceed. Council is required to seek DEECA consent as a priority component of scope finalisation and prior to any project commencement. If DEECA do not support the project, then the project may not proceed as scoped.

CONSULTATION AND ENGAGEMENT

Council Officers have liaised with the Boort Lawn Tennis Club throughout the duration of the planning of the Little Lake Boort Recreation Precinct project. Feedback has been sought from the Club during the respective consultation opportunities.

RESOLUTION 2023/137

Moved: Cr Neil Beattie

Seconded: Cr Dan Straub

That Council resolve

1. to support an application to the 2023 Sport and Recreation Victoria Local Sports Infrastructure Fund to install LED lighting on two tennis courts at the Boort Lawn Tennis Club
2. to approve access to Council funds as a co-contribution towards the project as per clause 4.2.4 of the Community Support policy
3. that this support is subject to written confirmation of financial contribution to the project from the Boort Lawn Tennis Club.

CARRIED

10.3 REVIEW OF THE FINANCIAL RESERVES POLICY

File Number: FOL/19/432511
Author: Deanne Caserta, Manager Financial Services
Authoriser: Daniel Hirth, Acting Director Corporate
Attachments: 1. Financial Reserves Policy v11

RECOMMENDATION

That Council adopts the Financial Reserves Policy v11.

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 current version of Financial Reserves Policy (the Policy), version 10, was approved in January 2023 with a one year review.

BACKGROUND

The purpose of the Policy is to detail how Council provides funds in the reserve and uses funds from the reserve.

Council currently has 19 active financial reserves, three of these are capped.

ISSUES/DISCUSSION

Operation of Council's financial reserves includes allocation of funds into reserves during the annual budget process and at any other time by Council resolution. Cash amounts are transferred into the financial reserves bank account to ensure they are fully cash backed.

During development of the latest Budget and Financial Plan, discussions were held regarding the current financial reserves levels and whether they were providing best value for money. An action was included in the original Financial Plan to: 'Review Financial Reserves Policy to ensure cash is not constrained unnecessarily'.

To continue with this process, the purpose and relevance of each reserve was discussed at the Council Forum in October 2023, and further discussions held with Loddon Leaders and the Management Executive Group (MEG).

There was only minor changes to the proposed Policy, these include:

- increasing the cap applied to the Gravel and Sand Pit Restoration Reserve from \$400K to \$500K
- changing the Unsightly Premises Enforcement Provision Reserve from one that has movements approved by Council, to movements approved by MEG.

These minor alterations will continue to ensure that no cash is constrained unnecessarily, which will free it up for allocation to priority projects.

COST/BENEFITS

Closing some of the reserves, formalising yearly allocations for others, and setting caps with other reserves will reduce the restricted amount held in these reserves at any given point in time. It will also return cash back to Council for allocation to higher priority projects.

RISK ANALYSIS

The policy defines the specified purpose of each reserve and the conditions around the movements in and out of each reserve. The review and actions out of this report will provide more robust guidelines around the use of financial reserves.

CONSULTATION AND ENGAGEMENT

After consultation with Council, this policy was drafted into a version 11 and it followed through the required review stages including Loddon Leaders and MEG, prior to presentation again to Council for discussion and meeting for adoption.

RESOLUTION 2023/138

Moved: Cr Linda Jungwirth

Seconded: Cr Dan Straub

That Council adopts the Financial Reserves Policy v11.

CARRIED

11 INFORMATION REPORTS

Nil

12 COMPLIANCE REPORTS**12.1 COMMUNITY ASSET COMMITTEES - CEO ANNUAL REPORT TO COUNCIL****File Number:** FOL/20/7622**Author:** Michelle Hargreaves, Administration Officer**Authoriser:** Lisa Clue, Manager Governance**Attachments:** 1. Community Asset Committee - Summary of report data**RECOMMENDATION**

That Council receive and note the CEO report on the 2022/23 Activities and Performance of Community Asset Committees.

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 activities and performance of Council's Community Asset Committees was most recently discussed by Councillors at the November 2022 Council meeting.

BACKGROUND

The *Local Government Act 2020* (the Act) provides for councils to establish Community Asset Committees for the purpose of managing community assets within the municipality, and requires the CEO to submit an annual report to Council in relation to the activities and performance of Community Asset Committees.

This report relates to the activities and performance of Council's 18 Community Asset Committees, established in August 2020.

ISSUES/DISCUSSION

Loddon Shire has a strong record of volunteerism which is reflected by the community assets and services offered. These volunteer committees make it possible for Council to support this level of service.

The following Community Asset Committees were established by Council resolution in August 2020:

Boort Aerodrome	Inglewood Town Hall Hub
Boort Memorial Hall	Korong Vale Mechanics Hall
Boort Park	Korong Vale Sports Centre
Campbell's Forest Hall	Little Lake Boort
Donaldson Park	Pyramid Hill Memorial Hall
East Loddon Community Centre	Wedderburn Community Centre
Hard Hill Tourist Reserve	Wedderburn Engine Park and Market Square Reserve
Inglewood Community Elderly Persons Units	Wedderburn Mechanics and Literary Institute Hall
Inglewood Community Sports Centre	Yando Public Hall

In accordance with section 47 of the Act, the CEO has delegated a range of powers, duties and functions to members of the Community Asset Committees to facilitate management of each community asset.

To support compliance with the Act, Community Asset Committees were requested to report on their 2022/23 activities and performance. Reporting includes:

- Provision of financial statements which are then audited or reviewed by Council officers
- Minutes from Annual meetings.
- Committee members
- Fees and charges
- Casual and seasonal bookings
- Maintenance/improvements completed.

A summary of report data received is attached to this report.

Reports received indicate Community Asset Committees are achieving the objectives documented in their respective Instruments of Delegation, being:

- a) to co-ordinate, manage, and develop for community benefit, the community asset identified within the Instrument in accordance with the principles of sound financial management,
- b) to raise funds, receive rental fees, admission charges, donations and any contributions and expend same for objective (a) above,
- c) to advise and liaise with Council and Council staff in relation to the achievement of the foregoing objectives and in the planning of works and programs for community assets.

Council acknowledges and appreciates the commitment of the volunteers in supporting the management of these important community assets, particularly during the October 2022 flood event.

Officers will maintain contact with, and provide support to each Community Asset Committee including the provision of assistance with compiling financial statements; sourcing funding opportunities and applying for funding; and compliance with instruments of delegation.

COST/BENEFITS

Community Asset Committee volunteers manage Council assets which provide a service to their community. This volunteer effort reduces the resource requirements of Council. Without these volunteer groups it is unlikely that this level of service could be maintained. Assistance to and support of the committees is provided by Council.

RISK ANALYSIS

Risk mitigation is achieved through the Instruments of Delegation from the CEO; the annual reporting process; and maintaining contact with the Committees. Financial risk is monitored through the provision of financial statements from the Committees.

The attached summary outlines the seasonal and casual use of these facilities. This data indicates that some facilities receive limited use which can result in challenges recruiting and retaining volunteers and meeting outgoing costs to retain the current service level.

CONSULTATION AND ENGAGEMENT

Community Asset Committees have provided activity and performance data and information for the purpose of preparing this report.

RESOLUTION 2023/139

Moved: Cr Dan Straub

Seconded: Cr Linda Jungwirth

That Council receive and note the CEO report on the 2022/23 Activities and Performance of Community Asset Committees.

CARRIED

13 URGENT BUSINESS

Nil

14 CONFIDENTIAL ITEMS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 66(1) and 66(2)(a) of the Local Government Act 2020:

14.1 Wedderburn Housing Estate - Stage 2

This matter is considered to be confidential under Section 3(1)(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 Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Pursuant to Section 66 (5)(b) of the Local Government Act 2020, If released the information to be received, discussed or considered in relation to this agenda item, may prejudice the commercial position of Council and/or disadvantage a private business.

14.2 S181 - 25 MAIN STREET, BRIDGEWATER

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

14.3 Annual Infrastructure Program project allocations

This matter is considered to be confidential under Section 3(1)(g(ii)) 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 private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

CHANGE TO THE ORDER OF BUSINESS

In accordance with Council's Governance Rules, Mayor Holt altered the Order of Business to include the following late item in the agenda of the confidential component of the meeting:

L.1 Contract 585 - Annual Reseal Program 2023-2024

This matter is considered to be confidential under Section 3(1)(g(ii)) 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 private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

RESOLUTION 2023/140

Moved: Cr Neil Beattie

Seconded: Cr Dan Straub

That the meeting be closed to the public to consider the following confidential items:

- 14.1 Wedderburn Housing Estate – Stage 2
- 14.2 S181 – 25 Main Street, Bridgewater
- 14.3 Annual Infrastructure Program project allocations
- L.1 Contract 585 – Annual Reseal Program 2023-2024.

CARRIED

14.1 WEDDERBURN HOUSING ESTATE - STAGE 2**RESOLUTION 2023/141**

Moved: Cr Dan Straub

Seconded: Cr Neil Beattie

That Council:

1. Approve accessing up to \$250,000 funds from the Land & Buildings Reserve for the purposes of detailed design and costing of the Wedderburn Housing Estate – Stage 2; and
2. Request a further report be presented to Council following the design and costing stage of the project for Council to determine next steps.

CARRIED

14.2 S181 - 25 MAIN STREET, BRIDGEWATER**RESOLUTION 2023/142**

Moved: Cr Linda Jungwirth

Seconded: Cr Neil Beattie

That Council

1. advise the ratepayer that finalisation of the S.181 action will occur and communicate dates for title transfer;
2. authorise the Chief Executive Officer to undertake the necessary administrative actions to purchase the property within the independent valuation price; and
3. approve the use of funds from the Land and Buildings Reserve for this purchase.

CARRIED

14.3 ANNUAL INFRASTRUCTURE PROGRAM PROJECT ALLOCATIONS

RESOLUTION 2023/143

Moved: Cr Neil Beattie
Seconded: Cr Linda Jungwirth

That Council:

1. Approve the updated allocations for the Caravan Park Improvement Project
2. Approve the updated allocation for the Serpentine Public Toilets Project
3. Approve the addition of project LRS1355 Blows Rd Resheet to the Annual Infrastructure Program.

CARRIED

L.1 CONTRACT 585 - ANNUAL RESEAL PROGRAM 2023-2024

RESOLUTION 2023/144

Moved: Cr Neil Beattie
Seconded: Cr Linda Jungwirth

That Council:

1. Award Contract 585 – Annual Reseal Program 2023-2024 to VSA Roads Pty Ltd T/A Primal Surfacing Pty Ltd and InRoads Pty Ltd
2. Authorise the Chief Executive Officer to undertake the necessary administrative actions to complete the Contract documents
3. Authorise the Chief Executive Officer to approve expenditure associated with variations within the total project budget approved by Council as listed in Attachment 2.

CARRIED

NEXT MEETING

The next Meeting of Council will be held on 23 January 2024 at Wedderburn commencing at 3.00pm.

There being no further business the meeting was closed at 4.18 pm.

Confirmed this.....day of..... 2024

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CHAIRPERSON