



Date: Tuesday, 15 September 2020
Time: 3pm
Location: Video conference
Public access via audio live stream

MINUTES

Ordinary Council Meeting

15 September 2020

**MINUTES OF LODDON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD VIA VIDEO CONFERENCE, PUBLIC ACCESS VIA AUDIO LIVE STREAM
ON TUESDAY, 15 SEPTEMBER 2020 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)

OPENING COMMENT

This meeting is being conducted in accordance with the Local Government Act 2020 as temporarily amended to enable meeting by electronic means of communication.

All participants are meeting via video link.

This meeting is being recorded and audio streamed via the Council website and Facebook.

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 25 August 2020.
2. The minutes of the Ordinary Council Meeting of 25 August 2020.
3. The minutes of the Confidential Council Meeting of 25 August 2020.
4. The minutes of the Council Forum of 8 September 2020.

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2020/142

Moved: Cr Geoff Curnow

Seconded: Cr Colleen Condliffe

That Council confirm:

1. The minutes of the Council Briefing of 25 August 2020.
2. The minutes of the Ordinary Council Meeting of 25 August 2020.
3. The minutes of the Confidential Council Meeting of 25 August 2020.
4. The minutes of the Council Forum of 8 September 2020.

CARRIED

6 ASSEMBLY OF COUNCILLORS**6.1 RECORD OF ASSEMBLY OF COUNCILLORS****File Number:** 02/01/001**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council note the Assembly of Councillors records for the following meetings:

1. Council Briefing 25 August 2020.
2. Council Forum 8 September 2020.

In accordance with Section 80A of the Local Government Act 1989 (the Act), records of Assemblies of Councillors must be reported at the next practicable Council meeting and recorded in the minutes.

An Assembly of Councillors is defined in Section 76AA of the Act as a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present; or
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

The record is therefore presented for Council's noting.

RECORD OF ASSEMBLIES OF COUNCIL

Assembly details	Briefing
Date	25 August 2020
Councillor Attendees	Cr Beattie Cr Condliffe Cr Curnow Cr Holt Cr McKinnon
Staff/Stakeholder representatives	Phil Pinyon, Chef Executive Officer Wendy Gladman, Director Community Wellbeing Sharon Morrison, Director Corporate Services Steven Phillips, Director Operations Lynne Habner, Manager Executive and Commercial Services David Southcombe, Manager Assets and Infrastructure Sarah Perry, A/Manager Community Support
Items discussed.	<ol style="list-style-type: none"> 1. Electric Vehicle Charging Network Implementation 2. Community Plan funding recommendations 3. Inglewood Industrial update 4. General business: <ul style="list-style-type: none"> • Funding requests • Wedderburn matters
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	

Assembly details	Forum
Date	8 September 2020
Councillor Attendees	Cr Beattie Cr Condliffe Cr Curnow Cr Holt Cr McKinnon
Staff/Stakeholder representatives	Phil Pinyon, Chef Executive Officer Wendy Gladman, Director Community Wellbeing Sharon Morrison, Director Corporate Services Steven Phillips, Director Operations Lynne Habner, Manager Executive and Commercial Services Sarah Perry, A/Manager Community Support
Items discussed.	<ol style="list-style-type: none"> 1. Economic Development and Tourism Update 2. Local Government Act 2020 Implementation Plan Update 3. Annual Report 4. Skinners Flat 5. Donaldson Park Project 6. Halls and Recreation Reserve Allocation 7. Draft Councillor Induction Timetable for input 8. General business: <ul style="list-style-type: none"> • Pyramid Hill Streetscape Project • Internet arrangements • Boort residential activity
Conflict of Interest Disclosures - Councillor/officer making disclosure	
Councillor/officer left room	

RESOLUTION 2020/143

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That Council note the Assembly of Councillors records for the following meetings:

1. Council Briefing 25 August 2020.
2. Council Forum 8 September 2020.

CARRIED

7 REVIEW OF ACTION SHEET**7.1 REVIEW OF ACTIONS****File Number:** 02/01/002**Author:** Christine Coombes, Executive and Commercial Services Officer**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** 1. Action sheet**RECOMMENDATION**

That Council receive and note the action sheet.

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

Refer attachment.

RESOLUTION 2020/144

Moved: Cr Neil Beattie

Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

CARRIED

8 MAYORAL REPORT**8.1 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 and Reserve Committee of Management

Nature Tourism Advisory Team**Other Council activities**

DATE	Activity
3/9/20	Murray River Group of Councils met virtually. MDBA's Philip Glyde and Andrew Reynolds discussed current issues. Michael Jenz, Paul Bennett and Alieta Donald from DELWP reported on the ACCC interim report and SDL projects.
8/9/20	Council Forum
8/9/20	Meeting with Tania Maxwell MP, Member for Northern Victoria with CEO to update her on priorities.
10/9/20	I attended a virtual "Libraries Change Lives" showcase by PLV, where Goldfields Regional Library featured, with a great presentation on our libraries in COVID and the way services have been adapted.

10/9/20	I then attended the launch of the Tarnagulla Resilience Action Plan with a great presentation by the local action group.
10/9/20	I also attended the GLC Finance Committee meeting
14/9/20	I chaired the Pandemic Relief and Recovery Committee meeting
14/9/20	I also participated in the NCLLEN Strategic Planning workshop for board members.

RESOLUTION 2020/145

Moved: Cr Cheryl McKinnon

Seconded: Cr Gavan Holt

That Council receive and note the Mayoral Report

CARRIED

9 COUNCILLORS' REPORT**9.1 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
8/9/20	Council Forum online
10/9/20	Boort Park Executive meeting
14/9/20	Started annual fill of Lake Boort
15/9/20	Council meeting online

16/9/20	Nominated for Council elections
---------	---------------------------------

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	
Australia Day Committee	
Central Victorian Greenhouse Alliance	
Central Victoria Rural Women's Network	
Healthy Minds Network	
Loddon Youth Committee	
Other Council activities	
DATE	Activity
25/8/20	Inglewood and District Community Bendigo Bank Board meeting
27/8/20	Tourism and Development meeting Inglewood
8/9/20	Council Forum, Wedderburn
8/9/20	Inglewood Neighbourhood Community Resource Centre meeting
31/8/20	Dingee Bush Nursing Centre meeting

13/9/20	Inspection of Bridgewater railway station
14/9/20	NCLLEN strategic planning meeting, online
14/9/20	Online meeting with Keith McQueen, LEAD Loddon Murray alumni, on planning for the future and the way forward
15/9/20	Council meeting Wedderburn

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
8/9/20	Loddon Shire Council Forum
9/9/20	Discussion regarding Newbridge water and sewerage with Simon Coutts, Phil Pinyon, Steve Phillips and Lynne Habner
15/9/20	Loddon Shire Council meeting

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

Audit Committee

Other Council activities	
DATE	Activity
26/8/20	Virtual meeting of Wedderburn Development Association
8/9/20	Online Council Forum
14/9/20	Virtual meeting Donaldson Park Committee AGM
14/9/20	Commencement of Wedderburn Shearing School

RESOLUTION 2020/146

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council receive and note the Councillors' reports

CARRIED

10 DECISION REPORTS**10.1 2020 CHRISTMAS NEW YEAR HOLIDAY PERIOD****File Number:** 02/04/001**Author:** Christine Coombes, Executive and Commercial Services Officer**Authoriser:** Lynne Habner, Manager Executive and Commercial Services**Attachments:** Nil**RECOMMENDATION**

That subject to the resumption of operations at Council's administrative centres in compliance with COVID-19 restrictions:

1. Council approve the closure of the Wedderburn and Serpentine administrative centres from midday Thursday 24 December 2020 and reopening at 8.15 am on Monday 4 January 2021.
2. Council give notice of these amended office hours by publishing the details in the public notices section of the Bendigo Advertiser, on Council's website and on social media.

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 Loddon Shire Council has historically closed the Wedderburn and Serpentine administrative centres to the public over the Christmas/New Year holiday period. At the time of preparing this report, both administrative centres are closed to public access due to the COVID-19 pandemic and it is unknown when operational restrictions will ease sufficiently to allow the centres to re-open.

ISSUES/DISCUSSION

In 2020, Christmas Day falls on a Friday and it is proposed that Council shut the Wedderburn and Serpentine Administrative Centres from midday Thursday 24 December 2020 and reopen at 8.15 am on Monday 4 January 2021. In the event that the impact of COVID-19 is still preventing the re-opening of the administrative centres on the 24 December, staff working from home and those who are working in the administrative centres, will cease work during the times nominated for the closure of the centres.

Council's traditional Staff Christmas Party is proposed to be held on the afternoon of Wednesday 23 December 2020, details of the function are to be confirmed.

An emergency response crew will be available on call for the afternoon of the staff function. A skeleton crew will be employed across the Christmas/New Year period to attend to any emergency callouts.

COST/BENEFITS

Whilst there is some cost borne by Council with this arrangement, it reflects past custom and practice, it engenders goodwill with staff and it supports the Loddon Shire's reputation as being an employer of choice.

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

The shutdown was discussed at the Consultative Committee meeting held on Thursday 20 August.

RESOLUTION 2020/147

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That subject to the resumption of operations at Council's administrative centres in compliance with COVID-19 restrictions:

1. Council approve the closure of the Wedderburn and Serpentine administrative centres from midday Thursday 24 December 2020 and reopening at 8.15 am on Monday 4 January 2021.
2. Council give notice of these amended office hours by publishing the details in the public notices section of the Bendigo Advertiser, on Council's website and on social media.

CARRIED

10.2 WEDDERBURN HOUSING ESTATE - 28 RIDGE STREET - CONDITION AMENDMENT

File Number: 13/09/008

Author: Christine Coombes, Executive and Commercial Services Officer

Authoriser: Lynne Habner, Manager Executive and Commercial Services

Attachments: Nil

RECOMMENDATION

That Council resolve to amend the conditions regarding construction and completion of a residence placed on the sale of Lot 5, 28 Ridge Street, Wedderburn to:

1. construction to commence within 2 years of purchase
2. construction to be completed within 3 years of purchase.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

In November 2011 approved the sale of properties at Ridge Street Wedderburn, commonly known as four lots being the Wedderburn Housing Estate.

Council approved the conditions of sale of the lots at the Wedderburn Housing Estate at the August 2012 meeting, as being:

- The construction of a dwelling, with a minimum 24 squares (220 m²) of living area.
- All construction (including outbuildings and fences) to consist solely of new materials.
- The structure of the dwelling to incorporate a fully enclosed garage.
- The dwelling is to be constructed of not less than 80% of brick, brick veneer; brick cement render, stone, masonry or masonry veneer.
- No front fence.
- No construction to incorporate the use of galvanised iron or aluminium cladding.
- Any shed (or other outbuildings) construction is not to exceed 80m² in floor area or exceed 4m in height.
- Fencing to be of Colorbond, 1.8m in height and of the colour 'Domain'.
- Allow for the construction of a single dwelling only.
- No ability to subdivide the property.
- Construction to commence within 12 months of purchase and be completed within 2 years.

The conditions were then relaxed as per the request of Wedderburn Development Association in June 2013, with the variation of.

- a minimum living area of 18 squares (167 m²) for each construction
- construction to be completed within 2 years of purchase.

BACKGROUND

Council completed the first stage of the Wedderburn housing development in 2011, Lot 1 being occupied by the Council executive house with lots 2 -5 being vacant land available for sale.

Three lots have been sold, with residences completed:

- Lot 2 sold in 2014

- Lot 3 2017
- Lot 4 in 2018

Lot 5, 28 Ridge Street is available for sale.

ISSUES/DISCUSSION

No formal offers have been made on Lot 5, with advertising of notification of intention to sell and calling for submissions last advertised in July of this year. The property has previously been listed with local real estate agents.

Interest has previously been shown in the property, with comments made that the time constraints of commencement and completion are difficult to adhere to due to the time required to:

- secure building finance
- prepare building specifications to meet Bushfire Management Overlay conditions
- and engage a company able to meet the build timeframe in the area.

It is proposed to amend the conditions of sale for the property to attract potential buyers with the new timeframe on construction to be:

- construction to commence within 2 years of purchase
- construction to be completed within 3 years of purchase.

COST/BENEFITS

Council is currently paying Fire Services Levy on this property, so there would be a benefit to Council in eliminating this ongoing cost.

There is a general economic development benefit to Council in being able to offer a property for sale, when it is known that potential buyers are seeking vacant land in Wedderburn.

RISK ANALYSIS

There are no risks associated with this report.

CONSULTATION AND ENGAGEMENT

Nil.

RESOLUTION 2020/148

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

That Council resolve to amend the conditions regarding construction and completion of a residence placed on the sale of Lot 5, 28 Ridge Street, Wedderburn to:

1. construction to commence within 2 years of purchase
2. construction to be completed within 3 years of purchase.

CARRIED

10.3 COMMUNITY PLAN ALLOCATIONS 2020/21**File Number:** FOL/19/432449**Author:** Sarah Perry, Project Liaison Officer**Authoriser:** Wendy Gladman, Director Community Wellbeing**Attachments:** 1. Community Plan 2020/21 allocation recommendations**RECOMMENDATION**

That Council approves the 2020-21 Community Plan project allocations of \$151,560 in accordance with the attached report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council was provided with information on the community plan applications at the Council briefing on 25 August 2020.

BACKGROUND

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

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

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

ISSUES/DISCUSSION

In total ten projects were assessed under the 2020-21 Community Planning Program.

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

- two have been recommended for full funding to undertake projects as identified
- one has been recommended for an allocation less than the amount requested
- five have been recommended for an increased amount to ensure sufficient funds are available to complete the projects
- one has not been recommended for funding, as the project does not meet community planning guidelines.
- one has been recommended for funding under the community grants scheme.

The funding available for each ward, based on the previous year's unallocated funds and the \$50,000 2020-21 allocation, is detailed in Table 1. The attached report (Attachment 1) provides the project assessment summary and recommended funding allocations totalling \$151,560.

Ward	CP Reserve	2020-21 budget allocation	Total funds available	2020-21 Requests	2020-21 Allocation recommendations
Boort	\$ 83,579	\$ 50,000	\$ 133,579	\$ 0	\$ 0
Inglewood	\$ 16,371	\$ 50,000	\$ 66,371	\$ 50,000	\$ 66,371
Tarnagulla	\$ 1,016	\$ 50,000	\$ 51,016	\$ 20,554	\$ 32,196
Terrick	\$ 2,993	\$ 50,000	\$ 52,993	\$ 95,748	\$ 52,993
Wedderburn	\$ 100,233	\$ 50,000	\$ 150,233	\$ 7,000	\$ 0
Totals	\$ 200,762	\$ 250,000	\$ 450,762	\$ 173,302	\$ 151,560

COST/BENEFITS

Council's Community Planning Program has been a success story since its inception eighteen years ago. Council and Loddon communities continue to attract significant external funding through the community planning process, and have delivered numerous projects in Loddon's small towns and rural districts under this banner.

Community Planning has been a catalyst for attracting significant funding to projects such as the Wedderburn Streetscape Improvements, Serpentine Janiember Park Upgrade, Pyramid Hill Memorial Hall Precinct, Boort Park Upgrade, Tarnagulla Community Centre and Inglewood Town Hall Hub Development.

RISK ANALYSIS

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

When considering initiatives put forward through community planning, risk is assessed across some key areas; appropriate planning, capacity of volunteers, external funding and duration from inception to delivery. When allocating 'seed-funding' the initial risk review considers whether the project is likely to achieve external funding.

CONSULTATION AND ENGAGEMENT

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

The Community Support team works with specific groups to determine project scope and cost, and assist them (when required) in the delivery of their projects.

RESOLUTION 2020/149

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council approves the 2020-21 Community Plan project allocations of \$151,560 in accordance with the attached report.

CARRIED

10.4 REVIEW OF DELEGATIONS - MARINE SAFETY ACT**File Number:** FOL/19/126337**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** 1. Instrument of delegation to staff - Marine Safety Act**RECOMMENDATION**

That Council, in the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolves that:

- (a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
- (b) On the coming into force of the instrument, all previous Council delegations to members of Council staff (Marine Safety Act) are revoked.
- (c) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

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

BACKGROUND

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

Council is required to review its delegations within 12 months after a general election. In addition, 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, so revised delegations are submitted to Council more frequently.

Section 11(9) of the Local Government Act 2020 provides that "Unless sooner revoked, a delegation made by a Council under the Local Government Act 1989 continues in force until 1 September 2020."

ISSUES/DISCUSSION

The attached amended instrument of delegation has been updated to be compliant with the Local Government Act 2020.

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 relevant legislation. If current delegations and appointments and authorisations are not in place, actions of a council officer exercising those powers could be legally challenged.

CONSULTATION AND ENGAGEMENT

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

RESOLUTION 2020/150

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council, in the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolves that:

- (a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
- (b) On the coming into force of the instrument, all previous Council delegations to members of Council staff (Marine Safety Act) are revoked.
- (c) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

CARRIED

10.5 BOORT WARD STRATEGIC FUND - NOMINATION OF PROJECT

File Number: FOL/19/432449
Author: Wendy Gladman, Director Community Wellbeing
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council endorse the Boort Foreshore Sporting Precinct Development as the nominated project for the 2019/20 Community Planning Strategic Fund \$500,000 allocation; noting that the draft concept plans will be provided to Council when completed for consideration and approval.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

There has been no previous Council discussion on the content of this report.

BACKGROUND

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

Annual Community Plan funding is based on a \$50,000 allocation per ward (five wards totalling \$250,000) and a \$500,000 Community Planning Strategic Fund allocation. This report will make a recommendation in relation to the \$500,000 ward based allocation provided in the 2019/20 budget which is notionally listed as available to a nominated strategic project in the Boort Ward.

It was initially flagged that this funding might support the delivery of the Boort Streetscape development. This project has not yet progressed to the point that this funding is currently required, prompting the identification of an alternative project.

ISSUES/DISCUSSION

Consultation during the development of the Boort Foreshore Master Plan, representation from local residents and Council's Activating Open Spaces Strategy identified a desire from the Boort community for the establishment of a pump park (modular skate park).

A site has been earmarked at the Boort Tennis Courts and some early work had taken place to determine the scope of this original project. Continued discussions with the Tennis Club and other sporting facilities (the bowling club and the croquet club) located along the foreshore have generated some interest in undertaking a foreshore sporting precinct development which would combine a number of projects across this space.

This report seeks Council endorsement of the Boort Foreshore Sporting Precinct Development as the Boort Ward strategic fund nominated project. This will support the progress of this project, including determining the scope of the project, community and stakeholder consultation, return of concept plans to Council for endorsement, completing designs and plans to a shovel ready state, establishing an estimate of total project cost, and to provide seed or co-contribution funds where sourcing external funding will be required to meet project delivery costs.

COST/BENEFITS

Council's Community Planning Program has been a success story since its inception sixteen years ago. Council and Loddon communities continue to attract significant external funding through the community planning process, and have delivered numerous projects in Loddon's small towns and rural districts under this banner.

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

This project would enhance and expand the usage of the existing facilities, encourage increased physical activity opportunities, and compliment the recent installation of outdoor exercise equipment in Nolen's Park along with the planned installation of a section of foreshore walking path, providing an uninterrupted path circumnavigating Little Lake Boort.

Council's Activating Open Spaces Strategy notes the benefits of taking part in physical activity in outdoor spaces in reducing the risk of developing chronic disease, encouraging the development of more connected communities, decreasing stress levels, increasing people's resilience and improving people's overall sense of health and wellbeing. Council's Municipal Public Health and Wellbeing Plan 2017-2021 identifies the risk factors associated with a sedentary community as featuring highly in our population's poor health and wellbeing outcomes.

Further, the Activating Open Spaces Strategy notes there should be a key focus on upgrading, renewing and improving maintenance of what already exists; complemented with activation through community generated activities, programs and events.

RISK ANALYSIS

Some identified risks associated with this project include:

Risk	Mitigation
Key stakeholders not understanding or being familiar with the scope of the project; what is and is not included, stakeholder roles and responsibilities, project cycle (expected timeframes) what will be required from the participating facilities.	Implementation of a robust project management cycle to support all stages of the project from concept, through planning and design, to delivery and culminating in activation. Providing stakeholders with the expected timeframe for each stage of the project management cycle being delivered within Council's capital works program.
Limited ability to attract any required external funding due to the readiness status of the project.	The allocation of the Boort Ward strategic fund will allow the precinct development to advance to a shovel ready state which is commonly required as a prerequisite when applying for funding.
Project not delivering the outcomes desired by the key stakeholders.	Inclusion of key stakeholders in the concept, planning and design stages of the project will guide the final deliverables.

CONSULTATION AND ENGAGEMENT

Council staff have been involved in preliminary discussions to develop this recommendation in consultation with Cr Beattie.

RESOLUTION 2020/151

Moved: Cr Neil Beattie
Seconded: Cr Gavan Holt

That Council endorse the Boort Foreshore Sporting Precinct Development as the nominated project for the 2019/20 Community Planning Strategic Fund \$500,000 allocation; noting that the draft concept plans will be provided to Council when completed for consideration and approval.

CARRIED

10.6 COMMUNITY SUPPORT POLICY - INCLUSION OF ANNUAL ALLOCATION TO COMMUNITY NEWSLETTERS

File Number: FOL/19/101

Author: Wendy Gladman, Director Community Wellbeing

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council:

1. adds Community Newsletter allocations as an activity to the Community Support Policy, providing an annual allocation based on the allocation matrix detailed in the body of this report and provides funding based on:
 - (a) the confirmed production levels required for local distribution to areas where there is no other newsletter in circulation
 - (b) support to the newsletters identified in the report, and that any requests for funding of new newsletters must be accompanied by a business case demonstrating need and distribution area with Council determining their admission to the program
 - (c) the provision of an annual acquittal, demonstrating appropriate use of the allocated funds
 - (d) the newsletters inserting Council media releases (relevant to timeliness), including the Mayoral column and recognise Council as a funding contributor
 - (e) a copy of each newsletter edition being forwarded to Council
2. endorse the reduction of the Community Grants annual allocation to \$180K with the correlating introduction of a Community Newsletter annual allocation of \$20K (without indexation) to commence in the 2021/22 financial year.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

As part of the review of the Community Support Policy the inclusion of an annual allocation to community newsletters in the Community Support Policy was discussed with Council at the August 2019 Council Forum.

Progressing inclusion of this item independent to finalising the revised Community Support Policy was discussed at the August 2020 Council meeting.

BACKGROUND

Community based newsletters currently access funds from Council through the submission of applications to Councils Community Grants Program on an annual basis.

Due to the inherent broad community benefit and demonstrated community need, the newsletter applications generally score very highly in the assessment process. Whilst this results in applications for community newsletter funding being approved almost all of the time it does not provide any consistency or equity when considering all the community newsletters currently produced within the Loddon municipal area.

Community newsletters currently in operation include:

Community	Newsletter
Boort	About Boort
Bridgewater	Bridgey Bulletin
Campbells Forest	Campbells Forest & District community newsletter
East Loddon district	East Loddon Community News
Inglewood	The Korong News
Pyramid Hill	The Pyramid Press
Wedderburn	Scoop and Scuttlebutt

ISSUES/DISCUSSION

Funding support for community newsletters is currently assessed annually based on the amount requested by the community group through the community grants application process. It is understood, that the majority of community newsletters have other sources of funds, including sponsorship and advertising.

To remove the requirement for a repetitive application process, and to provide clearer consistency and equity across all newsletters, Council may wish to consider including community newsletter funding as a community support annual allocation, with the allocation level based on the approximate total number of newsletters produced annually.

An allocation based on the total annual production rates balance the variances in publishing periods with one newsletter published weekly, one fortnightly, one bi-monthly and the balance monthly.

There would be an expectation that sponsorship and advertising would continue to contribute to the overall cost or production and that Council would not be responsible for any shortfall in the funds required to produce the newsletters.

The following parameters were recommended and supported at the August 2019 forum:

- that Council provide funding based on a sliding scale relevant to annual distribution numbers, regardless of publishing periods
- that the distribution calculation is limited to only those areas where there is no other newsletter in circulation
- that this support be provided based on the newsletters identified in the report, and that any requests for funding of new newsletters must be accompanied by a business case demonstrating need, distribution, costs etc. with Council determining their admission to the program
- that an annual acquittal, demonstrating appropriate use of the allocated funds be required
- that the newsletters be required to insert Council media releases (relevant to timeliness), including the Mayoral column
- that a copy of each newsletter edition is forwarded to Council
- that the Community Grants annual allocation be reduced to \$180K with the correlating introduction of a Community Newsletter annual allocation of \$20K (without indexation). It is estimated that an annual budget of \$20,000 would adequately fund an annual allocation to Community newsletters.

Further it is suggested that the community newsletters are required to recognise Council as a funding contributor to the newsletters.

Based on allocations that have been made over recent years through the Community Grants program council officers have prepared a proposed allocation matrix:

Copies distributed annually	Annual funding provided
0-1000	\$ 500
1001-2000	\$1,000
2001-3000	\$1,500
3001-4000	\$2,000
4001-5000	\$2,500
5001-6000	\$3,000
6001and above	\$3,500

COST/BENEFITS

Final production numbers require confirmation, but based on the current information available it is estimated that an initial budget of \$20,000 would adequately fund the annual allocation to Community newsletters. This estimate will be defined through a production confirmation process that will coincide with the development of the draft 2021/22 annual budget for Council consideration.

Based on current information it is estimated the following funding allocations would apply:

Newsletter	Funding allocation
About Boort	\$ 3,500
Bridgely Bulletin	\$ 1,500
Campbells Forest & District community newsletter	\$ 500
East Loddon Community News	\$ 3,500
The Korong News	\$ 3,500
The Pyramid Press	\$ 3,500
Scoop and Scuttlebutt	\$ 3,500
Total	\$ 19,500

As the community newsletters previously accessed funds from Council through the community grants program, it is suggested that the Community Grants annual allocation be reduced to \$180K with the correlating introduction of a Community Newsletter annual allocation of \$20K (without indexation).

RISK ANALYSIS

The provision of funds on an annual allocation basis will:

- provide support to local communities to continue to produce and disseminate community newsletters broadly
- reduce the risk of inconsistency and inequality in the funding provided to individual newsletters through the use of a pre-established distribution matrix
- ensure that community newsletters do not risk failing to receive the funding necessary to support their operations through a community grant oversubscription or failure to submit an application.

With the reduced availability of a local newspaper there is a stronger reliance on community newsletters to disseminate information related to community activities, available services, business advertising, event promotion and council news.

CONSULTATION AND ENGAGEMENT

Council staff have been involved in the preliminary work undertaken to develop this allocation recommendation in consultation with Counsellors, using information provided by the community newsletters.

RESOLUTION 2020/152

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council:

1. adds Community Newsletter allocations as an activity to the Community Support Policy, providing an annual allocation based on the allocation matrix detailed in the body of this report and provides funding based on:
 - (a) the confirmed production levels required for local distribution to areas where there is no other newsletter in circulation
 - (b) support to the newsletters identified in the report, and that any requests for funding of new newsletters must be accompanied by a business case demonstrating need and distribution area with Council determining their admission to the program
 - (c) the provision of an annual acquittal, demonstrating appropriate use of the allocated funds
 - (d) the newsletters inserting Council media releases (relevant to timeliness), including the Mayoral column and recognise Council as a funding contributor
 - (e) a copy of each newsletter edition being forwarded to Council
2. endorse the reduction of the Community Grants annual allocation to \$180K with the correlating introduction of a Community Newsletter annual allocation of \$20K (without indexation) to commence in the 2021/22 financial year.

CARRIED

10.7 2020/21 HALL AND RECREATION RESERVE ALLOCATION

File Number: FOL/19/432445
Author: Wendy Gladman, Director Community Wellbeing
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council by exception increase the 2020/21 halls and recreation reserves allocation by 2%, noting that all subsequent allocations return to a CPI informed increase.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

At the August 2020 Council meeting a request was made to provide Councillors with a report to the September meeting outlining the amounts to be provided via the annual public hall and reserve allocation.

The proposal outlined in this report was discussed at the September 2020 Council forum.

BACKGROUND

Council provides an annual allocation to public halls and reserves to assist Committees of Management with the ongoing operation and maintenance costs of their facilities.

The guiding policy platform, the Public Hall and Reserve Allocation Policy, has expired and will be incorporated into the Community Support Policy review currently underway.

The hall and recreation reserve allocation is calculated annually based on the Melbourne Consumer Price Index (CPI) June Qtr to June Qtr.

A classification matrix provides the criteria for facility classification and the allocation calculation.

Code	Facility	Allocation
1	Playground	No allocation
2A	Hall (Major facility in a highly populated area)	Per facility
2B	Hall (Main facility in a medium populated area)	Per facility
2C	Hall (Main facility in a low populated area OR secondary facility)	Per facility
2D	Sports Stadium (Indoor)	Per facility
3	Paddock	No allocation
4	Unused Recreational Reserve	No allocation
5	Passive Recreation/Public Open Space	No allocation
6A	Main Active Reserve (Major facility in a highly populated area)	Base allocation and then additional amount per activity
6B	Main Active Reserve (Main facility in medium populated area)	Base allocation and then additional amount per activity
7	Active Reserve	Per reserve
8	Memorial Area	No allocation
9	Non Council Responsibility (private land etc)	No allocation

The following table provides the list of the current facility categories used to inform the allocations provided:

Halls	Category	
Hall (Major facility in a highly populated area)		
Boort Memorial Hall	2A	
Inglewood Public Hall	2A	
Pyramid Hill Memorial Hall	2A	
Wedderburn Public Hall	2A	
Newbridge Public Hall	2A	
Hall (Main facility in a medium populated area)		
Calivil Hall	2B	
Dingee Memorial Hall	2B	
Eddington Public Hall	2B	
Korong Vale Public Hall	2B	
Laanecoorie Public Hall	2B	
Mitiamo Public Hall – Historical Society	2B	
Bridgewater Public Hall	2B	
Serpentine Public Hall	2B	
Tarnagulla Public Hall	2B	
Hall (Main facility in a low populated area OR secondary facility)		
Arnold Public Hall & Library Reserve	2C	
Boort James Boyle Hall	2C	
Campbell's Forest Public Hall	2C	
Derby Public Hall	2C	
Durham Ox Hall	2C	
East Loddon Community Centre	2C	
Fenton's Creek Hall	2C	
Jarklin Public Hall	2C	
Powlett Hall & Recreation Reserve	2C	
Pyramid Hill C.E.R.T Hall	2C	
Boort RSL Hall	2C	
Rheola Hall	2C	
Woodstock Public Hall & Recreation Reserve	2C	
Yando Public Hall & Recreation Reserve	2C	
Yarrowalla Community Centre	2C	
East Loddon Scout Hall	2C	

Sports Stadium	Category	
Sports Stadium (Indoor)		
Boort Community Centre	2D	
East Loddon Sports Centre	2D	
Pyramid Hill Indoor Sports Centre	2D	
Wedderburn Indoor Stadium	2D	

Main Active Reserves	Category	Activities
Main Active Reserve (Major facility in a highly populated area)		
Boort Park	6A	6
Inglewood Recreation Reserve	6A	4
Pyramid Hill Mitchell Park	6A	2

Main Active Reserves	Category	Activities
Wedderburn Donaldson Park	6A	6
Main Active Reserve (Main facility in medium populated area)		
Boort Aerodrome	6B	1
Bridgewater Recreation Reserve	6B	4
Calivil Recreation Reserve	6B	5
Korong/Vale Comm Rec Reserve	6B	2
Mitiamo Recreation Reserve	6B	2
Newbridge Recreation Reserve	6B	4
Serpentine Recreation Reserve	6B	3
Tarnagulla Recreation Reserve	6B	1

Active Reserve	Category	
Active Reserve		
Arnold Recreation Reserve	7	
Bears Lagoon Tennis Club & Recreation Reserve	7	
Boort Bowling Club	7	
Boort Croquet Club	7	
Boort Gun Club	7	
Boort Angling Club	7	
Boort Ski Club	7	
Boort Tennis Club	7	
Bridgewater Bowling Club	7	
Bridgewater Golf Course	7	
Dingee Bowling Club	7	
Dingee Recreation Reserve	7	
Dingee Tennis Courts	7	
Eddington Golf Course	7	
Inglewood Riding Club	7	
Inglewood Bowling Club	7	
Inglewood Golf Course	7	
Kingower Recreation Reserve	7	
Korong Vale Golf Course	7	
Mitiamo Golf Course	7	
Pyramid Hill Bowling Club	7	
Pyramid Hill Fire Brigade	7	
Pyramid Hill Golf Course	7	
Pyramid Hill Quarter Horse Club	7	
Pyramid Hill Tennis Courts	7	
Rheola Memorial Reserve	7	
Serpentine Lawn Bowls	7	
Serpentine Tennis Courts	7	
Tarnagulla Golf Course	7	
Wedderburn Golf Course	7	
Wedderburn Market Square	7	
Woodstock Recreation Reserve	7	
Yarrowalla Recreation Reserve (TBC)	7	
Yarrowalla Tennis Courts (TBC)	7	

ISSUES/DISCUSSION

When sourcing the details of the annual allocation to inform the report being prepared for the September Council meeting it was found that the Melbourne CPI increase for the June Qtr 2019 – June Qtr 2020 is 0.3%.

Since 2012/13 the annual CPI increase applied to the hall and reserve allocation has ranged from 1.04% at its lowest to 3.2% at its highest, and has averaged 2.04% over that period.

The 2019/20 hall and reserve allocation budget was increased by 2% and rounded to provide \$127,000 available funds in the 2020/21 budget.

In the current exceptional circumstances Council may wish to consider increasing the allocation by the budgeted increase of 2% for the 2020/21 allocations, rather than the CPI increase of 0.3%.

The following tables provide the comparison between a 0.3% increase and a 2% increase for each facility category (all figures rounded to nearest dollar).

Category	2019/20 allocation	2020/21 allocation based on 0.3% increase	2020/21 allocation based on 2% increase
2A	\$2,474	\$2,481	\$2,523
2B	\$1,050	\$1,053	\$1,071
2C	\$ 510	\$ 511	\$ 520
2D	\$2,474	\$2,481	\$2,523
6A	\$3,298	\$3,308	\$3,364
6a per activity	\$1,319	\$1,323	\$1,346
6B	\$1,649	\$1,654	\$1,682
6B per activity	\$ 828	\$ 830	\$ 844
7	\$ 510	\$ 511	\$ 520

Whilst the current category listing is being applied to calculate total funding allocations it should be noted that a review and confirmation of the current status of each of the facilities is currently underway, which will inform the final allocation which may see a minor variation to the calculated figures.

Based on the allocation matrix and the number of facilities, the allocation category totals for comparison are as follows (all figures rounded to nearest dollar):

Category	2019/20 allocation	2020/21 allocation based on 0.3% increase	2020/21 allocation based on 2% increase
2A	\$ 12,370	\$ 12,405	\$ 12,617
2B	\$ 9,450	\$ 9,477	\$ 9,635
2C	\$ 8,160	\$ 8,176	\$ 8,319
2D	\$ 9,896	\$ 9,924	\$ 10,093
6A	\$ 35,626	\$ 37,055	\$ 37,682
6B	\$ 31,405	\$ 31,496	\$ 32,030
7	\$ 17,340	\$ 16,352	\$ 16,639
TOTAL	\$124,247	\$124,885	\$127,014

COST/BENEFITS

The 2019/20 hall and reserve allocation budget was increased by 2% and rounded to provide \$127,000 available funds in the 2020/21 budget. An increase in the 2020/21 allocation by exception to align with the budgeted increase of 2% would see a total estimated cost of \$127,014.

Hall and recreation facilities play an important role in our communities, all managed by volunteers and all currently facing extraordinary circumstances relating to the usage of their facilities due to the pandemic response. Whilst this may have reduced some of the operating costs, many facilities will also have faced a significant reduction in income through the closures experienced throughout the various COVID 19 restriction periods and will face increased requirements to operate in a COVID safe environment as they progressively re-open.

RISK ANALYSIS

Council faces a risk of creating a precedent in relation to the annual increase to the hall and recreation reserve allocations. It will be important to inform the facility committees of management that this is a 'by exception' allocation based on the current extraordinary circumstances and that it is Council's intention that all subsequent allocations return to a CPI informed increase.

CONSULTATION AND ENGAGEMENT

There has been no external consultation or engagement undertaken.

RESOLUTION 2020/153

Moved: Cr Gavan Holt
Seconded: Cr Colleen Condliffe

That Council by exception increase the 2020/21 halls and recreation reserves allocation by 2%, noting that all subsequent allocations return to a CPI informed increase.

CARRIED

11 INFORMATION REPORTS

Nil

12 COMPLIANCE REPORTS

Nil

13 GENERAL BUSINESS**URGENT BUSINESS****RESOLUTION 2020/154**

Moved: Cr Cheryl McKinnon

Seconded: Cr Colleen Condliffe

That the following item be treated as urgent business

CARRIED**13.1 COMMUNITY GRANTS - PYRAMID HILL & DISTRICT HISTORICAL SOCIETY****RESOLUTION 2020/155**

Moved: Cr Cheryl McKinnon

Seconded: Cr Neil Beattie

That Council:

1. provide funding of \$515 to the Pyramid Hill & District Historical Society to offset the building fee for the removal (demolition) of the shed that houses the Historical Ruston engine at the old pet food factory at Pyramid Hill in preparation for its relocation.
2. provide these funds from the 2020/21 Community Grant unallocated funds.

CARRIED

14 CONFIDENTIAL ITEMS

The Mayor announced that Council had completed the items listed in the open Council meeting that has been live streamed to the public and that the live streaming will now cease, to allow Council to consider the following confidential matters:

RESOLUTION 2020/156

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

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 REVIEW OF CONFIDENTIAL ACTIONS

This matter is considered to be confidential under Section 3(1)(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 confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

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 disclose confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)

CARRIED

Closing of Meeting to the Public

RESOLUTION 2020/157

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That the meeting be closed to the public at 3.42pm.

CARRIED

14.1 REVIEW OF CONFIDENTIAL ACTIONS**RESOLUTION 2020/158**

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council receive and note the action sheet.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 13 October 2020 commencing at 3pm.

There being no further business the meeting was closed at 3.45pm.

Confirmed this.....day of..... 2020

.....

CHAIRPERSON