



Date: Tuesday, 23 November 2021
Time: 3pm
Location: Loddon Shire Council Chambers (entry from Peters Street), behind Wedderburn office

MINUTES

Council Meeting

23 November 2021

**MINUTES OF LODDON SHIRE COUNCIL
COUNCIL MEETING
HELD AT THE LODDON SHIRE COUNCIL CHAMBERS (ENTRY FROM PETERS STREET),
BEHIND WEDDERBURN OFFICE
ON TUESDAY, 23 NOVEMBER 2021 AT 3PM**

PRESENT: Cr Dan Straub (Mayor), Cr Neil Beattie, Cr Gavan Holt, Cr Linda Jungwirth, Cr Wendy Murphy

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

1 OPENING AFFIRMATION

“We, the Councillors of the Loddon Shire, declare that we will carry out our duties in the best interests of the community, and through collective leadership will maintain the highest standards of good governance.”

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:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm:

1. The minutes of the Council Briefing of 26 October 2021.
2. The minutes of the Council Meeting of 26 October 2021.
3. The minutes of the Confidential Council Meeting of 26 October 2021.
4. The minutes of the Council Forum of 9 November 2021.
5. The minutes of the Special Council Meeting of 9 November 2021.

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2021/250

Moved: Cr Neil Beattie

Seconded: Cr Wendy Murphy

That Council confirm:

1. The minutes of the Council Briefing of 26 October 2021.
2. The minutes of the Council Meeting of 26 October 2021.
3. The minutes of the Confidential Council Meeting of 26 October 2021.
4. The minutes of the Council Forum of 9 November 2021.
5. The minutes of the Special Council Meeting of 9 November 2021.

CARRIED

6 ASSEMBLY OF COUNCILLORS**6.1 RECORD OF ASSEMBLY OF COUNCILLORS****File Number: 02/01/001****Author: Christine Coombes, Executive and Commercial Services Officer****Authoriser: Lincoln Fitzgerald, Chief Executive Officer****Attachments: Nil****RECOMMENDATION**

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

1. Council Briefing 26 October 2021.
2. Council Forum 9 November 2021.

In accordance with Clause 51 of Council's Governance Rules, records of Councillor Briefings and Forums must be reported to the next Council Meeting and confirmed in the minutes.

The record is therefore presented for Council's noting.

RECORD OF ASSEMBLIES OF COUNCIL

| | |
|---|---|
| Assembly details | Briefing |
| Date | 26 October 2021 |
| Councillor Attendees | Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub |
| Staff/Stakeholder representatives | Jude Holt, Acting Chief Executive Officer Wendy Gladman, Director Community Wellbeing Sharon Morrison, Director Corporate Services Steven Phillips, Director Operations Lynne Habner, Manager Executive and Commercial Services Deanne Caserta, Manager Financial Services |
| Items discussed. | <ol style="list-style-type: none"> 1. Finalisation of Sale of Properties for Rate Recovery Under Section 181 of the Local Government Act 1989 2. Consideration Of Annual Plan 2021-2025 3. LGV, FINPRO, VLGA Discussion: Debt – another resource for Councils to consider 4. General business: <ul style="list-style-type: none"> • Nil |
| Conflict of Interest Disclosures - Councillor/officer making disclosure | Nil |
| Councillor/officer left room | |

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|---|---|
| Assembly details | Forum |
| Date | 9 November 2021 |
| Councillor Attendees | Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub |
| Staff/Stakeholder representatives | Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Sharon Morrison, Director Corporate Services Steven Phillips, Director Operations Lynne Habner, Manager Executive and Commercial Services Deanne Caserta, Manager Financial Services Sarah Perry, Manager Community Support David Southcombe, Manager Assets and Infrastructure Janine Jackson, Manager Organisation Development Peter Williams, Manager Information and Business Transformation Rail Projects Victoria representatives |
| Items discussed. | <ol style="list-style-type: none"> 1. Economic Development and Tourism Mid Term Review Report 2. Review of the Complaint Handling Policy 3. Murray Basin Rail Project Update – Briefing by Rail Projects Victoria 4. Inglewood Community Elderly Persons Unit 5. Review of the Employee Leave Entitlement Financing Policy V4 6. Victorian Electoral Commission Report on 2020 Local Government Election 7. Footpath Asset Management Plan 8. Workforce Plan 9. Recruitment And Selection Policy 10. Boort Scarred Trees Masterplan Project – status update and approach to finalise 11. Advocacy for Newbridge Water and Sewerage Proposal – further communication with Landowners 12. Review of the Councillor Expenses and Support Policy 13. Pyramid Hill Streetscapes Revitalisation Project – presentation of preliminary design 14. Country Football and Netball Program – SRV Funding Opportunity for Floodlighting Upgrades – Mitiamo and Serpentine Recreation Reserves 15. General business: <ul style="list-style-type: none"> • Tarnagulla Resilience Action Plan |
| Conflict of Interest Disclosures - Councillor/officer making disclosure | Nil |

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| Councillor/officer left room | |
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RESOLUTION 2021/251

Moved: Cr Gavan Holt

Seconded: Cr Linda Jungwirth

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

1. Council Briefing 26 October 2021.
2. Council Forum 9 November 2021.

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: Lincoln Fitzgerald, 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 2021/252

Moved: Cr Wendy Murphy

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: Lincoln Fitzgerald, 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 Straub

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| Loddon Campaspe Councils | |
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| Murray River Group of Councils | |
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| North Central Goldfields Regional Library | |
| | |
| North Central Local Learning and Employment Network | |
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| Special Committees Of Council (Section 65 Community Asset Committees): | |
| East Loddon Community Centre Community Asset Committee | |
| Pyramid Hill Memorial Hall Community Asset Committee | |
| Pyramid Hill Swimming Pool Kiosk Community Asset Committee | |
| | |
| Other Council activities | |
| DATE | Activity |
| 26/10/21 | Council Briefing and Council Meeting via Webex |
| 1/11/21 | Pyramid Hill swimming pool Committee of Management. Discussion regarding Friends of Pool and Belgravia Management. |

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| 2/11/21 | East Loddon Lions Club meeting |
| 3/11/21 | NCLLEN finance team catch-up in Charlton |
| 9/11/21 | Council Forum and Special Council Meeting to elect the Mayor |
| 15/11/21 | Terrick Ward tour with our CEO. I would like to thank all the very generous community members and business owners for their time to meet with us on the day. |
| 17/11/21 | IT meeting to set up apps for my online video Mayoral report |

RESOLUTION 2021/253

Moved: Cr Dan Straub (Mayor)

Seconded: Cr Linda Jungwirth

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:** Lincoln Fitzgerald, 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

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| Rail Freight Alliance | |
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| Special Committees Of Council (Section 65 Community Asset Committees): | |
| Boort Aerodrome Community Asset Committee | |
| Boort Memorial Hall Community Asset Committee | |
| Boort Park Community Asset Committee | |
| Korong Vale Mechanics Hall Community Asset Committee | |
| Korong Vale Sports Centre Community Asset Committee | |
| Little Lake Boort Community Asset Committee | |
| Yando Public Hall Community Asset Committee | |
| | |
| DATE | Activity |
| 26/11/21 | Council meeting Wedderburn |
| 27/11/21 | Scarred Tree meeting on zoom |
| 9/11/21 | Council Forum at Wedderburn. |
| | Elected Cr Dan Straub as Mayor. |
| 11/11/21 | Boort Tourism Development Meeting setting up Boort Community Plan |

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| 17/11/21 | Weed boat started operating in Little Lake Boort |
| 23/11/21 | Council meeting at Wedderburn |

Cr Holt

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| Municipal Association of Victoria | |
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| Audit and Risk Committee | |
| 11/11/21: Attended a Loddon Shire Internal Audit and Risk Committee meeting at the Wedderburn Council Chambers. | |
| Special Committees Of Council (Section 65 Community Asset Committees): Donaldson Park Community Asset Committee Wedderburn Community Centre Community Asset Committee Wedderburn Engine Park and Market Square Reserve Community Asset Committee Wedderburn Mechanics and Literary Institute Hall Community Asset Committee Hard Hill Tourist Reserve Community Asset Committee | |
| | |
| Other Council activities | |
| DATE | Activity |
| 28/10/21 | Attended a committee meeting of the Wedderburn Harness Racing Club |
| 9/11/21 | Attended Council Forum at the Wedderburn Council Chambers |
| | Attended a Special Meeting of Council for the election of the Mayor and to make appointments to Council committees |
| 15/11/21 | Attended a meeting of the Hard Hill Tourist Reserve Community Asset Committee |

Cr Jungwirth

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| Loddon Mallee Local Government Waste Forum |
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| Central Victorian Greenhouse Alliance |
| Municipal Emergency Management Plan Committee |
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| Other Council activities |

| DATE | Activity |
|----------|--|
| 26/10/21 | Council Briefing and meeting (virtually) |
| 4/11/21 | IMEMPC meeting (virtually) |
| 9/11/21 | Council Forum and Special Meeting |
| 10/11/21 | Met with a community member in Laanecoorie to discuss plans regarding a proposed event. |
| 11/11/21 | Chat with library staff regarding Tarnagulla Library Agency |
| 11/11/21 | I presented at MUDRI's Fire to Flourish Forum. I discussed Tarnagulla's project to develop our Resilience Action Plan. |
| 12/11/21 | Toured Tarnagulla Ward with Mr Lincoln Fitzgerald |
| 14/11/21 | Tarnagulla Reserve Committee meeting |
| 15/11/21 | Tarnagulla Community Centre Committee meeting |
| 17/11/21 | Chaired Woodstock on Loddon Hall Committee's election of members and office bearers. |
| 18/11/21 | Met with community member from Friends of Kooyoora to discuss our natural assets |
| 20/11/21 | Attended a coaching workshop in Geelong |
| 21/11/21 | Chaired Eddington Community Centre Committee's election of members and office bearers. |

Cr Murphy

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| Calder Highway Improvement Committee |
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| Local Government Women's Charter |
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| Australia Day Committee |
| 8/11/21: Chaired the committee meeting to judge photo competition entries and to distribute the literature, colouring and citizen of the year nominations |
| Healthy Minds Network |
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| Special Committees Of Council (Section 65 Community Asset Committees): | |
| Campbells Forest Hall Community Asset Committee | |
| Inglewood Community Sports Centre Community Asset Committee | |
| Inglewood Community Elderly Persons Units Community Asset Committee | |
| Inglewood Town Hall Hub Community Asset Committee | |
| Jones Eucalyptus Distillery Site Community Asset Committee | |
| 10/11/21: Attended the Campbells Forest Hall CAC meeting | |
| Other Council activities | |
| DATE | Activity |
| 26/10/21 | Attended the Council Briefing followed by the Council meeting. My attendance was virtual. |
| 30/10/21 | Attended an online "Seniors Mental Health Forum" hosted by the Mental Health Foundation Australia. This event was part of Mental Health Month and received via the LHMN |
| 4/11/21 | Virtually attended the online "how to navigate social media and the High Court ruling" for Councillors, hosted by MAV |
| 9/11/21 | Attended the Council Forum (online and in person) and attended the special meeting to elect the Mayor (in person) |
| 11/11/21 | Attended the Remembrance Day service at the Inglewood Cenotaph and laid a wreath |
| 14/11/21 | Attended the unveiling of the Inglewood Borough Heritage Quilt at the Inglewood Town Hall |
| 16/11/21 | Attended and chaired the AGM for the Inglewood Bowling Club Reserve |
| 17/11/21 | Attended the online "Get up to date with Glyphosate" talk. It was a study MAV commissioned Deakin University to undertake to compare 9 alternatives to glyphosate. Kingston Council also presented on the results of their recent decision to ban the use of glyphosate in their area. |
| 18/11/21 | Attended the online VLGA AGM. Peggy O'Neil was a guest speaker. |
| | Attended a community childcare meeting at the Inglewood Town Hall hosted by Inglewood Community Neighbourhood House and Inglewood Development and Tourism Committee |
| 23/11/21 | Attended the briefing and Council meeting today |

RESOLUTION 2021/254

Moved: Cr Neil Beattie

Seconded: Cr Wendy Murphy

That Council receive and note the Councillors' reports

CARRIED

10 DECISION REPORTS**10.1 SECTION 65 COMMUNITY ASSET COMMITTEE - REVOKE INSTRUMENT OF DELEGATION - PYRAMID HILL SWIMMING POOL KIOSK****File Number:** FOL/20/7149**Author:** Michelle Hargreaves, Administration Officer**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council revoke the instrument of delegation to Pyramid Hill Swimming Pool Kiosk Community Asset Committee, resulting in the Community Asset Committee being disbanded 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 adopted new delegations to Section 65 committees at the ordinary meeting held on 25 August 2020.

BACKGROUND

Under section 65 of the Local Government Act 2020 (Act) Councillors establish community asset committees and appoint their members. Under section 47 of the Act the CEO issues their instrument of delegation.

Under subsection 3.7 of Council's Community Asset Committee Policy, a committee can be disbanded by resolution of Council.

ISSUES/DISCUSSION

Belgravia Leisure was recently appointed to manage Council's pools. Belgravia have a 'Friends of the pool' model which facilitates community involvement with the pool.

Discussions have been held with Pyramid Hill Swimming Pool Kiosk Community Asset Committee (CAC). The CAC has agreed to become incorporated as 'Friends of the Pyramid Hill Swimming Pool'.

At the CAC meeting held 1 November 2021 the CAC voted to rescind the instrument of delegation and have formally written to Council to complete this process.

COST/BENEFITS

There are no direct costs associated with this recommendation.

The benefit of the 'Friends of' model is management of the pool facility by a commercial operator specialising in pool management as well as the involvement of community in the ongoing success of the pool.

RISK ANALYSIS

There is a reduced risk in managing the pool through the engagement of a commercial operator and less operational involvement of community members.

CONSULTATION AND ENGAGEMENT

The section 65 committee has been consulted regarding the disbandment of the committee. The committee has indicated that it supports the recommendations made in this report.

RESOLUTION 2021/255

Moved: Cr Wendy Murphy

Seconded: Cr Gavan Holt

That Council revoke the instrument of delegation to Pyramid Hill Swimming Pool Kiosk Community Asset Committee, resulting in the Community Asset Committee being disbanded effective immediately.

CARRIED

10.2 REVIEW OF DELEGATIONS AND APPOINTMENT AND AUTHORISATION**File Number:** FOL/19/432781**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer

- Attachments:**
1. Draft S6 Instrument of delegation to members of Council staff
 2. Instrument of Appointment and Authorisation - Phillips, Harvey, Stephenson, Price, Johnston
 3. Revocation of Appointment and Authorisation

RECOMMENDATION

That Council

1. 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 S6 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 S6 delegations to members of Council staff 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.
2. In the exercise of the powers conferred by section 224 of the Local Government Act 1989 and the other legislation referred to in the attached instrument of appointment and authorisation, resolves that:
 - (a) The members of Council staff referred to in the instrument be appointed and authorised as set out in the instrument.
 - (b) The instrument comes into force immediately and remains in force until Council determines to vary or revoke it.
3. Revokes existing Instruments of Appointment and Authorisation in the attached Revocation of Authorisation and Appointment, effective from 23 November 2021.

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.

ISSUES/DISCUSSION

The attached Instrument of delegation to Council staff has been updated to include new delegations under the Planning and Environment Act and Regulations.

The attached Instrument of Appointment and Authorisation is submitted for approval to include a new employee, Statutory Planning Coordinator, in the instrument.

The attached revocation is submitted for approval to remove the appointment and authorisation for the acting Chief Executive Officer.

COST/BENEFITS

Adoption of the recommendation will not have any financial impacts.

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

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

RESOLUTION 2021/256

Moved: Cr Neil Beattie

Seconded: Cr Wendy Murphy

That Council

1. 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 S6 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 S6 delegations to members of Council staff 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.
2. In the exercise of the powers conferred by section 224 of the Local Government Act 1989 and the other legislation referred to in the attached instrument of appointment and authorisation, resolves that:
 - (a) The members of Council staff referred to in the instrument be appointed and authorised as set out in the instrument.
 - (b) The instrument comes into force immediately and remains in force until Council determines to vary or revoke it.
3. Revokes existing Instruments of Appointment and Authorisation in the attached Revocation of Authorisation and Appointment, effective from 23 November 2021.

CARRIED

10.3 APPROVAL OF ANNUAL PLAN 2021-2025

File Number: FOL/20/1425

Author: Lincoln Fitzgerald, Chief Executive Officer

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

Attachments: 1. Annual Plan 2021-2025

RECOMMENDATION

That Council approves the Annual Plan 2021-2025.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council reviewed the draft Annual Plan 2021-2015 at the Council Briefing held on 26 October 2021.

BACKGROUND

Council approved the Community Vision 2031 / Council Plan 2021-2025 at the Council Meeting held on 26 October 2021.

The Community Vision 2031 documents the community's 10-year vision for Loddon Shire, while the Council Plan 2021-2025 is the high-level document that details the strategic objectives to work towards the community's vision.

The Annual Plan 2021-2025 sits below the Council Plan and is the document that identifies specific actions to be undertaken to deliver on the strategic objectives in the Council Plan.

It was developed in the same structure as the Community Vision 2031 / Council Plan 2021-2025 to align the actions with the strategic objectives.

It documents which year or years an action will be undertaken, with some actions ongoing over the life of the plan. Other actions are specific projects, such as the development of strategic documents, which will have a develop phase followed by implementation phase.

The Annual Plan 2021-2025 will be the report card that will be provided annually to assess whether Council has completed its intended actions, and if not, assign a new timeframe. The annual assessment also provides the opportunity to identify new actions that have arisen through funding opportunities.

ISSUES/DISCUSSION

Council considered the draft Annual Plan 2021-2025 at the Council Briefing on 26 October 2021. After considerable discussion, some actions were amended to provide greater clarity, and a new action was included that had not been considered previously.

Apart from these edits, the document was accepted by the Councillors.

COST/BENEFITS

The benefit is a document that clearly articulates Council's actions and timeframes for their delivery, which will focus the strategic work of the Council.

The cost is the graphic design work and printing of the final document.

RISK ANALYSIS

The document will assist in moderating the community's expectations of Council in achieving the Community Vision, which should assist in managing reputation risk.

The actions will be incorporated into future Financial Plans, which will assist in managing financial risk.

CONSULTATION AND ENGAGEMENT

The Annual Plan was developed in consultation with Councillors and Council management staff, who collectively identified the actions incorporated in the plan.

RESOLUTION 2021/257

Moved: Cr Gavan Holt

Seconded: Cr Linda Jungwirth

That Council approves the Annual Plan 2021-2025.

CARRIED

10.4 FOOTPATH ASSET MANAGEMENT PLAN

File Number: FOL/19/432735

Author: David Southcombe, Manager Assets and Infrastructure

Authoriser: Steven Phillips, Director Operations

Attachments: 1. Footpath Asset Management plan

RECOMMENDATION

That Council adopt the Footpath Asset Management Plan.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

The draft Footpath Asset Management Plan was discussed at the November Council Forum.

BACKGROUND

Council's current Footpath Asset Management Plan was adopted in August 2009 and was due for review in 2013. In 2020 Council engaged Heron Solutions to develop a draft version of the plan. This has now been finalised by Council officers and is ready to be reviewed by Council before its adoption.

The Footpath Asset Management Plan outlines key elements involved in managing Council's built assets associated with footpaths, both sealed and unsealed.

It combines management, financial, engineering and technical practices to ensure that the level of service required by the community is provided at the lowest long term cost and is within the limits of Council's fiscal constraints.

ISSUES/DISCUSSION

Council officers in conjunction with Heron Solutions started working on a draft of the Footpath Asset Management Plan in 2020. Information that is used to develop the plan includes the asset database of the footpath network, the 2019 condition audits, and details of levels of service.

The footpath condition audits results are used to undertake financial modelling of capital and maintenance requirements for Council footpaths. The proposed capital allocation in the draft Footpath Asset Management Plan is derived from the modelling included in the plan. This is consistent with the funds allocated in the current Financial Plan. This allocation will result in Council being able to meet 94% of its renewal funding requirement with only a minor degradation of the footpath network condition rating. The modelling also shows Council is adequately funding its maintenance and operation requirements for footpaths with 95% of the expenditure required being allocated under the current Financial Plan. This level of funding will also allow Council to undertake some expansion of the footpath network and maintain adequate service levels for maintenance and operations.

There are a number of actions outlined in the plan that will provide improvements in the management of the footpath network once completed. This includes engaging with the community to better understand their expectations around service levels, but also communicating what is achievable with existing funding, developing a pedestrian access strategy to develop an overall view of the footpath network desired in Council towns, and reviewing the modelling of long term financial forecasts on a two yearly basis.

COST/BENEFITS

During the data collection and assessment process it was identified that the total value of Council footpaths was \$7,562,619. The annual depreciation expense was evaluated to be \$160,331. Whilst this is greater than the annual renewal allocation in the existing Financial Plan of \$134,544, Council is currently adequately spending enough on renewal to maintain footpaths in an adequate condition as explained in Issues/Discussion where it was indicated footpath condition will only marginally decrease over the next 10 years. In addition, any grant funding that is gained during the next 10 years for footpaths will further reduce this renewal underfund.

RISK ANALYSIS

The adoption of the Footpath Asset Management Plan will help minimise Council's risks associated with managing footpath assets. The main risk includes those associated with pedestrian injury from tripping or falling, and decline in the condition of footpaths due to the underinvestment in footpath renewal.

CONSULTATION AND ENGAGEMENT

The draft Footpath Asset Management Plan has been discussed with internal stakeholders on a number of occasions. This includes Loddon Leaders, MEG, and other staff who have had opportunities to review the outcomes of the Footpath Asset Management Plan.

RESOLUTION 2021/258

Moved: Cr Linda Jungwirth

Seconded: Cr Neil Beattie

That Council adopt the Footpath Asset Management Plan.

CARRIED

10.5 EMPLOYEE LEAVE ENTITLEMENT FINANCING POLICY V4**File Number:** FOL/19/432511**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Employee Leave Entitlement Financing Policy v4**RECOMMENDATION**

That Council adopts the Employee Leave Entitlement Financing Policy v4

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 last version of the Long Service Leave Financing Policy (v3) was approved by Council in March 2018.

The draft of the reviewed Employee Leave Entitlement Financing Policy was discussed at the Councillor Forum on 9 November 2021.

BACKGROUND

The purpose of the Policy is to provide guidance for the financing of long service leave, annual leave and banked time in lieu for Loddon Shire Council staff to ensure that Council has sufficient funds on hand, accumulated over time, to meet its financial commitments to employees.

ISSUES/DISCUSSION

This Policy has been updated to include any changes as a result of the introduction of the Local Government Act 2020.

It has also been updated to reflect discussions held with Councillors regarding the treatment of long term employee entitlements within the Financial Plan and a request to extend this policy to include annual leave and time in lieu employee entitlements.

The Policy has a review timeline of four years.

COST/BENEFITS

There are no direct costs associated with the adoption of this policy. The only impact will be on the investments undertaken, ensuring that the required amount for entitlements is held separately from general cash. The benefit is assurance that Council can meet its financial commitments to employees.

RISK ANALYSIS

Council will comply with legislative obligations and Accounting Standards to establish entitlements as a liability within the Balance Sheet. There is no legislative requirement to fund the long service leave provision, annual leave or banked time in lieu accounts.

The policy will assist in providing reassurance that all employee provisions are held as restricted cash at any point in time.

CONSULTATION AND ENGAGEMENT

The document has been subject to the approval process of the Loddon Leaders, Policy Review Group and Management Executive Group prior to presentation to Council.

RESOLUTION 2021/259

Moved: Cr Wendy Murphy

Seconded: Cr Linda Jungwirth

That Council adopts the Employee Leave Entitlement Financing Policy v4

CARRIED

10.6 COUNTRY FOOTBALL AND NETBALL PROGRAM - SRV FUNDING OPPORTUNITY FOR FLOODLIGHTING UPGRADES - MITIAMO AND SERPENTINE RECREATION RESERVES

File Number: DOC/21/109774

Author: Paul Scullie, Active Loddon Recreation Officer

Authoriser: Sarah Perry, Manager Community Support

Attachments: 1. COUNTRY FOOTBALL AND NETBALL PROGRAM - SRV FUNDING OPPORTUNITY FOR FLOODLIGHTING UPGRADES - MITIAMO AND SERPENTINE RECREATION RESERVES

RECOMMENDATION

That Council resolve to support an application to the Sport and Recreation Victoria Country Football and Netball Program, ratifying Council's endorsement of the project to install floodlighting at Serpentine and Mitiamo Recreation Reserves; confirming the resources required to commence construction within six (6) months of signing the funding agreement, if successful.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

A project brief was provided for discussion at the November 2021 Council forum.

BACKGROUND

Council strongly supports the nine major recreation reserves in Loddon by way of financial support, subsidies and schemes to ensure the facilities are fit for purpose and are of a high standard.

Loddon Shire has focused on providing safe playing and training standards for sports at each of the recreation reserves with water subsidies, oval mower replacement allocations as well as recent football floodlighting upgrades at Boort Park (2013), Donaldson Park (2015), Pyramid Hill (2019), Bridgewater (2020), and Inglewood (2021) recreation reserves. The three reserves that still require a major upgrade of flood lighting are Mitiamo, Serpentine and Calivil.

Sport and Recreation Victoria (SRV) have recently released Round 2 of the Country Football and Netball Program with an increase in the funding amount to \$200,000 at a ratio of \$3:\$1 (SRV:Local). The program aims to support access to football and netball development and pathway programs by improving access for the community to higher quality facilities (CFNP Program Guidelines, 2021). With the improved funding ratios and amount, it is an opportunity to address the inadequate lighting standard shared across Mitiamo and Serpentine.

The floodlighting upgrade project proposes the installation of sustainable LED lighting and associated towers at Serpentine Recreation Reserve (Janiember Park), including four (4) towers for the oval and four (4) towers for the netball/tennis courts. The project also involves the installation of sustainable LED lighting and four (4) towers for the oval at the Mitiamo Recreation Reserve. In consultation with the Mitiamo Football Netball Club, the Mitiamo Recreation Reserve netball floodlighting are deemed satisfactory.

ISSUES/DISCUSSION

Floodlighting upgrades are required at both the Serpentine and Mitiamo Recreation Reserves to address the standard of the towers and lighting at each of the facilities. Three of the four towers used for floodlighting at Mitiamo are antenna towers constructed of approximately 50mm steel that

require work to meet an acceptable standard, particularly with the wind load experienced at the reserve.

Serpentine's oval lights are of a substandard quality, and do not meet required standards for training purposes, with only one third of the oval currently illuminated. This poor lighting also creates playing surface issues for competition play due to the increased wear and tear in specific areas. The Bears Lagoon/Serpentine Football Netball Club has identified this as impacting the club's ability to attract and retain players and engage the community for increased usage.

COST/BENEFITS

Completing floodlighting upgrades at Serpentine and Mitiamo Recreation Reserves will allow further activation of the current facilities, improve playing surfaces, lessen the inherent safety risks, and improve the user group's opportunity to increase participation and volunteers. The implementation of the LED lighting improves sustainability and could ease electricity costs within these precincts.

The project will be funded, if successful, through the SRV Country Football and Netball funding program, the Local Roads and Community Infrastructure program, Loddon Shire and respective user groups/recreation reserves. Council's contribution consists of 10% of the SRV grant as outlined in the Community Support policy guidelines and in-kind project management resourcing. This project management resource cost will be minimal, as the project methodology has been successfully carried out with recent projects. Furthermore, the required preliminary works have been carried out in the development of the project scope.

Due to its commercial in confidence nature, the project budget is provided in the confidential section of the meeting agenda and should be read in conjunction with this report.

RISK ANALYSIS

Works are required to improve the standard of the towers and lighting at Mitiamo Recreation Reserve, which may result in a higher cost to Council without access to this funding stream. Tower failure and lighting standards at Mitiamo could result in property damage or injury to patrons using the facility.

The recreation reserve at Serpentine is managed by a Department of Environment, Land, Water and Planning (DELWP) Committee of Management. Council has previously undertaken floodlighting projects at Crown Land Reserves i.e. Bridgewater and Pyramid Hill in recent times, where the need has been identified. Works are required to improve the standard of lighting to meet the required minimum standards. The current lighting standard could result in property damage or injury to patrons using the facility. Whilst the reserve is managed by a DEWLP Committee of Management, it has been identified that it is unlikely that the Committee of Management could progress these works without involvement of Council and access to the proposed funding model.

CONSULTATION AND ENGAGEMENT

Council's Active Loddon Recreation Officer has liaised with the respective clubs and reserve committees of management to develop the project proposal and provide information on the likely contribution amounts required from each. A letter detailing the commitment will need to be supplied from each reserve/club as part of any Council application to SRV.

Further engagement with local residents will be undertaken. This engagement will provide the opportunity for discussion with the residents located near the recreation reserves about the project and likely impacts during construction and ongoing use. The lighting design shows that there will be minimal light shed to neighbouring properties.

RESOLUTION 2021/260

Moved: Cr Gavan Holt

Seconded: Cr Linda Jungwirth

That Council resolve:

1. To support an application to the Sport and Recreation Victoria Country Football and Netball Program, ratifying Council's endorsement of the project to install floodlighting at Serpentine and Mitiamo Recreation Reserves; confirming the resources required to commence construction within six (6) months of signing the funding agreement, if successful.
2. That this support is subject to confirmation from the relevant sporting clubs that they will be re-forming for the 2022 football and netball season.

CARRIED

10.7 ECONOMIC DEVELOPMENT AND TOURISM STRATEGY MID-TERM REVIEW

File Number: FOL/19/124760

Author: Lynne Habner, Manager Executive and Commercial Services

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council:

1. receive and note the mid-term review report on the Economic Development and Tourism Strategy 2019-2024
2. endorse the completion and adjustment of actions for future activity as recommended in this report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

A detailed mid-term report was provided to the November 2021 Council Forum for consideration and discussion by Councillors.

BACKGROUND

Council's efforts towards economic development in Loddon Shire are spread across the organisation, including planning, building and other regulations, infrastructure development, community support and community services. The primary responsibility rests within the Executive and Commercial Services Department, which encompasses economic development, and tourism and marketing (including the Visitor Information Centre).

Council's key strategic documents that contribute towards economic development and tourism in the Shire are:

- Council Plan 2017-2021
- Economic Development and Tourism Strategy 2019 – 2024
- Settlement Strategy.

A report on progress and achievements regarding economic development and tourism is provided to Councillors monthly to provide them with:

- an understanding of the work being undertaken within the economic development and tourism function of Council
- the opportunity to provide feedback on the economic development and tourism priorities and activities.

ISSUES/DISCUSSION

This mid-term review report summarises achievements against the adopted priorities and actions in the Economic Development and Tourism Strategy from the time of its adoption in 2019 to October 2021.

In addition to the significant achievements listed, each of the actions has been assessed to determine whether the action is:

- completed, and therefore it is recommended that no further reporting will be undertaken for that action, or
- ongoing, and will be retained for reporting against for the remainder of the term of the Strategy.

| Actions | Summary of activities | Review recommendation |
|---|---|-----------------------|
| Strategy 1: Promote Loddon's investment ready opportunities | | |
| Ongoing liaison with potential business investors. | Examples include (many are confidential and cannot be specified): <ul style="list-style-type: none"> • Poultry farm expansion • Discussions regarding available property and permit requirements for manufacturing businesses • Various potential investors' enquiries about different sites and industries within the Shire | Retain action |
| Document and map available secure water locations around the Shire. | Water authorities have their own infrastructure mapping tools (links below). These links are now included on the "invest in Loddon" Council webpage to assist potential investors in locating the information. Coliban: Coliban Grampians Wimmera Mallee Water: GWMW-SWLPP | Completed |
| Develop investment/opportunity guides for 3-4 investment sectors. | <ul style="list-style-type: none"> • Pig Industry and Small Scale Agribusiness and Horticultural Development in Loddon investment guides have been completed and uploaded to Council's website on "Invest in Loddon" webpage. • Ongoing: Consultant has commenced three further investment guides in the areas of Poultry: table eggs, Poultry: meat and Lot feeding. | Retain action |
| Prepare information memoranda highlighting the competitive strengths of locating in Loddon | This work is completed and downloadable document is included with new website information for a new "Invest in Loddon" page under the "For business" menu selection. | Completed |
| Strategy 2: Facilitating land and housing development in line with, or ahead of, demand | | |
| Monitor residential allotment availability and property sales in the Shire. | <ul style="list-style-type: none"> • Private building development planned for in-fill sites within townships including Boort and Bridgewater. • Applications received for new dwellings and residential subdivisions across urban and rural areas. • Discussions between relevant staff and potential developers of available land. • The Loddon Shire Settlement Strategy identified availability of vacant township allotments across the Shire • The action below regarding opportunities for new housing development will be the ongoing focus | Complete |
| Monitor industrial and commercial land availability and consider the need for new estates, revised zoning or support infrastructure | <ul style="list-style-type: none"> • Planning staff will develop an Industrial Land Strategy for Loddon Shire. • Discussions held regarding potential industrial subdivision by private developers • Future progress reporting will focus on: <ul style="list-style-type: none"> ○ development of Industrial Land Strategy ○ arising from that Strategy, progressing outcome for Wedderburn Stage 2 industrial site ○ any other actions arising from Strategy | Retain action |

| Actions | Summary of activities | Review recommendation |
|--|--|-----------------------|
| Manage sale, purchase and leasing of Council's vacant land, residential and industrial property. | <p><u>Sold:</u></p> <ul style="list-style-type: none"> • Wedderburn housing estate • 25 Ridge St, Wedderburn • Inglewood industrial estate – all sites sold • 105 Godfrey St, Boort • Serpentine Industrial Estate: purchased, subject to planning approval. <p>Several other properties are in different stages of the preparation and sale process.</p> <p><u>Lease:</u> Inglewood Goods Shed new lease</p> | Retain action |
| Assess potential for new private sector and/or community group involvement in housing development and subdivisions | <ul style="list-style-type: none"> • Project underway for an assessment of issues associated with the "Wedderburn Stage 2 housing estate" site and estimated costings. • Loddon Shire staff are involved with Regional Development Australia's Loddon Mallee Regional Housing Action Plan. • Note that this will integrate with actions arising from the Settlement Strategy | Retain action |
| Strategy 3: Remove barriers to growth and access to the workforce for Loddon residents including health care and skills and training | | |
| Participate in regional skills development work to improve the matching of labour requirements with available skills, including courses and other accredited training, which impacts on jobs on farms, processing plants and service businesses. | <ul style="list-style-type: none"> • Assisted NCLLEN with business contacts for interviews about future assistance needed to attract new employees, and skills required to assist employees • Input to the Loddon and Buloke Education and Training Needs Analysis Project to help inform the strategic direction of the Local Learning and Employment Network (LLEN). • Supported LLEN program for young people transitioning from school to employment, the Youth Takeover Project. • Consideration of a proposal by Birchip Cropping Group for a Young Farmer Network. • As opportunities arise, there will be ongoing actions for Council staff to partner or provide input to responsible lead agencies regarding skills and employment within Loddon Shire. | Retain action |
| Support the government's health care initiatives for Loddon to ensure they remain implemented for the long-term. | As opportunities arise, this action will continue to be an ongoing task for various staff across the organisation. | Retain action |
| Strategy 4: Develop attractive and vibrant town centres | | |
| Develop activation plans for key recreational water facilities - Skinners Flat Masterplan | <p>Draft Masterplan was received and noted at the June 2021 Council Meeting with no immediate actions necessary. Recommendations from the masterplan are subject to the outcomes of the Dam Safety audit and subsequent engineering works. Council staff have communicated with key stakeholders and the community to advise Council's decision to note rather than implement the Masterplan immediately.</p> <p>The Masterplan will be activated after resolution of the noted pre-conditions that will influence a Council decision about implementation of any of the options or actions.</p> | Complete |

| Actions | Summary of activities | Review recommendation |
|--|---|-----------------------|
| Work with local traders to collaborate for improved trading hours to deliver services when tourists are in the region. | <ul style="list-style-type: none"> • Boort Lakes Holiday Park arranged for food trucks over Easter long weekend to keep up with tourist demand • During COVID, tourism staff worked with hospitality businesses to promote opening and closing hours on Facebook, and provided advice and marketing assistance to local eateries to diversify into offering takeaway meals • Council's Visit Loddon Valley website promotes local hospitality opening hours • Businesses have been encouraged to engage in Small Business Victoria's online webinar series. Various other business support webinars provided by Ausindustry and City of Greater Bendigo have also been promoted locally. | Retain action |
| Programs/workshops to develop customer service skills in town businesses to impress visitors (and residents). | <ul style="list-style-type: none"> • Customer Service Workshop hosted March 2021 with 40 participants from across the Shire. • Loddon Valley Business Network Dinner on 13 April 21 with over 40 attendees, focus on communication, collaboration and sharing knowledge. • Loddon Valley Business Network Dinner July 2021. Social media training - 16 tourism operator attendees. • Tourism and marketing staff aim to deliver ongoing business network events in future | Complete |
| Referrals and communications across local government area boundaries | <p>Participation includes:</p> <ul style="list-style-type: none"> • UNESCO City and Region of Gastronomy – from working on the bid, through to ongoing promotion, business support and regional input • Bendigo Regional Tourism – Board participation and manager level regional meetings, development and upkeep of Loddon Valley section of BRT region website • Victorian Goldfields World Heritage Bid – participation as part of the 13 councils involved in the bid • Loddon Campaspe Economic Development meetings, sharing information and support across council areas. • Regional meetings regarding re-opening of businesses during lifting of restrictions • #NaturePact Campaign hosted by People & Parks Foundation • meetings with Regional Development Victoria to discuss upcoming funding opportunities and potential projects • Loddon Campaspe Local Government Regional Settlement Network - attraction and retention of migrants • Jobs Victoria Advocates hosted by City of Greater Bendigo for the region – improving access to employment. • Visitor Information Services managers meeting for the Goldfields region • Meetings regarding the new Visitor Economy Partnership involving Hepburn and Macedon Ranges Shires joining with Bendigo Regional Tourism in a new partnership • Startup Central Victoria program led by City of Greater Bendigo, offering new and existing businesses workshops to start or scale up a business idea | Retain action |

| Actions | Summary of activities | Review recommendation |
|--|--|-----------------------|
| Developing and coordinating value-added activities around town visits | <p>Leadership or support includes:</p> <ul style="list-style-type: none"> • Assistance to tourism accommodation providers to develop accommodation packages and day tour itineraries • Development of podcasts for small towns highlighting the hidden treasures of our villages • Loddon Valley Arts Trail • Wedderburn Open Air Murals, tour map and StoryTowns podcast • Shelbourne railway station signage and historical Shelbourne information on Visit Loddon Valley website • Supporting “Temporary keeping place” of indigenous artefacts at Boort | Retain action |
| Review visitor information services delivery, branding and approaches for the Shire | <ul style="list-style-type: none"> • Loddon Valley branding toolkit for Inglewood and Bridgewater to assist businesses with marketing and promotions of their business and the town • Developed rebound plan for visitor services after COVID, including stages – survive, revive, thrive • New Loddon Valley logo and style guide • 360-degree video tour of the Loddon Visitor Information Centre to use on digital platforms • Loddon Discovery Tours review of delivery, bookings, itineraries and branding on marketing materials. • Review of visitor information services is included in the new Council Annual Plan. | Retain action |
| Strategy 5: Collaborate with regional economic and tourism development organisations to capitalise on broader opportunities | | |
| Attraction of investment in intensive animal industries | <ul style="list-style-type: none"> • Pig Industry and Small Scale Agribusiness and Horticultural Development in Loddon investment guides have been completed and uploaded to Council’s website on “Invest in Loddon” webpage. Consultant has commenced three further investment guides in the areas of Poultry: table eggs, Poultry: meat and Lot feeding. • The work on The Loddon Shed should help in attracting more investors in various food and beverage sectors. • Ongoing communication with Regional Development Victoria regarding potential investment opportunities. | Retain action |
| Township and foreshore improvements | <p>Bridgewater Foreshore Stage 2 project is continuing utilising Council-matched Our Region Our Rivers funding.</p> <p>Major elements are to install a platform over the river, a shelter, additional seating and picnic settings, completing the landscaping.</p> <p>The project completes the revitalisation of the foreshore area complementing Bridgewater as a recreation and tourism attraction by beautifying the foreshore link between the town and the caravan park and the swimming hole and Streamside Reserve.</p> <p>The project is nearing completion of the detailed design which is responsive to community consultation, and is due to be completed by June 2022.</p> | Retain action |

| Actions | Summary of activities | Review recommendation |
|---|--|-----------------------|
| Experiential products for Loddon such as paddle trails, adventure tourism, Indigenous heritage interpretation | Leadership and support includes: <ul style="list-style-type: none"> • Wedderburn Mural Walk and Talk tours of the Birds Eye View project • Boort Temporary Keeping Place • virtual tour of Little Lake Boort viewing the sculptures as part of the Bendigo Tourism “Bloom” campaign • work with Bendigo Walking Tours on a Vahland walking tour of Inglewood – halted due to COVID impacts | Retain action |
| Region-wide experiential products - Food fossickers network development, winery tourism product development and marketing, village touring and branding, and ride goldfields. | <ul style="list-style-type: none"> • Bendigo City and Region of Gastronomy guide, development of online trail maps/itineraries, and a producers database • Bendigo Region itineraries for the Visit Loddon Valley website • Bendigo Regional art trail • Tours for media representatives across Loddon Shire, with focus on gastronomy, history and culture, nature tourism. • Support of Food Fossickers Network, including promotion of Food Fossickers AFL Grand Final Day hamper • Visit Victoria’s ‘Makers and Creators’ marketing campaign with Bendigo Regional Tourism - 10 Loddon businesses listed on Visit Victoria website • Contributed to Bendigo Regional cycling promotion in Australia/New Zealand Cyclist magazine and online: 16 pages of editorial, advertising, social media and photography | Retain action |
| Develop Indigenous tourism products for the Shire: | <ul style="list-style-type: none"> • Boort Temporary Keeping Place joined Visit Loddon Valley website, and is being supported by tourism staff to assist with promotion and COVID compliance. Also included in Victoria Together photo shoot for Bendigo City and Region of Gastronomy. • Leading development of Boort Scarred Trees Masterplan to be completed by April 2022. Following completion of the Masterplan, opportunities will be monitored for progressing recommendations from the plan. | Retain action |
| Collaborative tourism marketing for the north of the Shire with Wimmera Southern Mallee tourism body and the Murray region. | <ul style="list-style-type: none"> • Visitor Information Centre connects with Wimmera Mallee Tourism for the Wedderburn Open Air Gallery and the silo trail with distribution of brochures and maps • Advertising in the Mildura Weekly campaign Close to Home – promoting the great outdoors to Mildura residents to travel into regional Victoria • Collaboration with Sea Lake Motel to promote Loddon Valley – supply and display of Loddon Official Visitor Guide, Nature Tourism Map and Loddon Valley brochures. | Retain action |

| Actions | Summary of activities | Review recommendation |
|---|--|--|
| Strategy 6: Provide supportive (“single contact point”) services for new, expanding and sustainable existing businesses | | |
| Identify 4-6 staff in economic development and tourism and other relevant Council functional areas to become ‘facilitators’ for investments | <ul style="list-style-type: none"> • All staff in economic development, tourism and other relevant Council functional areas act as ‘facilitators’ when enquiries are made by businesses. Referrals are made between staff with relevant expertise for the area of enquiry, and cross-functional discussions are held to facilitate support where possible. • The Better Approvals Project delivered actions including streamlined planning and building information and processes, and assistance with customer service for these matters. • Agriculture Redevelopment Coordinator Pilot led by North Central Catchment Management Authority: enhanced support and strategic integration of advice (e.g. native vegetation, cultural heritage, flood overlays, road access) for potential investors in agribusiness | Complete (next action addresses this) |
| Partnering of facilitators with businesses, as opportunities arise. | <ul style="list-style-type: none"> • Assistance for pilot of a waste to energy unit in Loddon Shire. • Sites such as the former Pyramid Hill pet food factory are investigated by potential investors, and staff assist with identifying issues for consideration. | Retain action |
| Prepare a ‘business support package’ - with modest financial support for businesses needing investment incentives | <ul style="list-style-type: none"> • Council’s priority is to provide serious investors with support by removing obstacles, such as clear guidance for obtaining permits, including liaison with referral agencies, etc. rather than through financial incentives. This has been achieved by staff acting as facilitators where possible. • Council’s focus on making townships more vibrant and attractive to visitors, residents and businesses is expected to achieve better results than small monetary contributions to potential investors | Remove action |
| Strategy 7: Enhance Loddon’s visitor accommodation through well-managed, well-appointed and competitive caravan parks and camping grounds | | |
| <p>Ongoing supervision, support and maintenance of operations of Council’s caravan parks.</p> <p>Purchase of Wedderburn and Bridgewater caravan parks from the Crown.</p> | <ul style="list-style-type: none"> • Support to park managers for the operation and maintenance of Boort, Wedderburn, Pyramid Hill and Bridgewater parks, including: <ul style="list-style-type: none"> ○ Replacement, maintenance and upgrade of equipment and infrastructure as needed, such as replacement of BBQs, new fire pump, resealing amenities floor, repair of storm damage to infrastructure, and access to South West Loddon Pipeline. ○ Managing caretaker contracts and leases for park management, including new arrangements for Pyramid Hill caravan park ○ Support and advice during changing COVID restrictions relating to accommodation businesses. ○ Support to lessees for new park accommodation. • Road to Bridgewater boat ramp re-opened for vehicular access and fence erected to prevent vehicle access to ramp via the park • Ongoing work with Bridgewater Ski Club proposal to build a new camp kitchen so that the existing building may be used by the club for ski events. • Process for purchase of the parks commenced with DELWP after formal Council decision in April 2018, and purchase was completed in September 2021. | <p>Retain action</p> <p>Complete</p> |

| Actions | Summary of activities | Review recommendation |
|---|---|---|
| Leases to suit differing market focus of each park that ensure lessees further develop accommodation options at parks. | <ul style="list-style-type: none"> In 2019, a consultant commenced drafting leases for Bridgewater and Wedderburn Caravan Parks, however it was decided that purchase of the parks should be completed prior to them being leased. This process will recommence now that purchase has been confirmed. The drawing up of leases, advertising and awarding will take some time. | Retain action |
| <p>Caravan park redevelopment project – Boort, Wedderburn and Pyramid Hill</p> <p>Develop a highly competitive network of caravan parks and camping grounds in the Shire. Private parks could be encouraged to further invest.</p> <p>Free camping sites could have a modest development program.</p> | <ul style="list-style-type: none"> Contract awarded in August 2020 and construction works completed before end 2021 (with final defect rectification underway). Remaining outstanding work is for upgrades to three cabins in Wedderburn caravan park. Components included replacement/installation of power heads, road sealing, solar lighting around paths/roads, kerb fixes, and replacement of amenities blocks Further stages of proposed upgrades to Boort and Wedderburn caravan parks will be considered in future as funding allows. The extent of Council's input may depend on future leasing arrangements and development requirements within lease. <p>Operators are striving to comply with regulations in a changing environment, and it is difficult to encourage further investment in this climate.</p> <ul style="list-style-type: none"> Issues around free camping sites, such as vandalism and blockage of dump points, guests overstaying the allowable time, and charging fees which invoke regulation as a caravan park make it challenging to encourage increased free camping sites. Staff provide support to community groups managing free camping sites to update them on COVID compliance | <p>Retain action</p> <p>Retain action</p> <p>Retain action</p> |
| Strategy 8: Support Loddon communities in their efforts to facilitate economic development and tourism in their areas | | |
| Advocacy (and lobbying) with government and businesses | <ul style="list-style-type: none"> Supported a proposal by City of Greater Bendigo for a regional land use capability mapping project. Mobile and internet connectivity: <ul style="list-style-type: none"> Discussed potential for local internet connectivity project pilot Contributed to 100G Bendigo Loddon Campaspe Region Project to develop business case for enhanced broadband in the region, including surveying Loddon Shire residents and businesses. Prepared funding application for Murray Darling Basin Economic Development Program to identify problem areas and potential solutions across Loddon Shire (submission unsuccessful). Participated in Connecting Victoria Roundtable with State Government to advocate for funding from the Connecting Victoria program, and prepared data around "lived experience" of connectivity problems in Loddon Shire, identifying potential economic benefits and improved social inclusion, for submission to the Connecting Victoria program. Prepared mapping data and rationale to nominate towns for potential upgrade to fibre to a joint NBNC0 and Victorian Government funded initiative. Participated with funding opportunities for electric vehicle | Retain action |

| Actions | Summary of activities | Review recommendation |
|--|---|---|
| <p>Newbridge Water and Sewerage Project</p> <p>South West Loddon Pipeline</p> | <p>charging stations, with three installed within Loddon Shire.</p> <ul style="list-style-type: none"> • Considered a proposal for a Regional Advanced Manufacturing Co-operative Research Centre. • Considered potential projects for sustainable regional development through Goulburn Murray Resilience TaskForce Committee, under the RDV Regional Partnerships Resilience Strategy. • Participated in regional investment attraction projects: <ul style="list-style-type: none"> ○ INVEST Loddon Mallee project: developing a regional investment website ○ GMID Prospectus project (under Resilience Strategy): developing online prospectus to promote GMID and seize investment opportunities. • Business case finalised and presented to March 2021 Council Forum and provided to Coliban Water. Advice about the results of the survey was mailed to landowners. • Future lobbying involvement at political level can be reported in advocacy action <p>Completed. In relation to securing a water supply for Skinners Flat Reservoir, Council has in-principle arrangements in place for a water allocation for the reservoir, subject to dam safety issue being resolved.</p> | <p>Complete</p> <p>Complete</p> |
| <p>Information provision:</p> <ul style="list-style-type: none"> ○ newsletters, media, brochures and communiques ○ Presentations to business, community groups and stakeholders ○ Advice, referrals and printed materials | <ul style="list-style-type: none"> • Establishment of a single contact database of Loddon Shire businesses to enable targeted communications to business categories • COVID business impact survey sent to all Loddon Shire businesses to identify areas of support needed • Printing and distribution of tourism information including Loddon Valley 2021-2022 Calendar of Events brochure, Eddington history and map brochure, Loddon Valley Arts Trail 2021 brochures and posters, town maps (with tourism/development committees), tourism e-newsletters, Loddon events listings. • Obtained licence for Loddon businesses for Regional Growth Summit, which included building digital knowledge and skills • Information to businesses including COVID updates and information, state and federal government business support and funding, financial counselling, wellbeing and support services, online training, tourism webinars, marketing support, tourism (e.g. "Click for Vic") and Go Local First campaigns, small business bus, grant opportunities for events • Tourism marketing including: <ul style="list-style-type: none"> ○ television, radio and other media advertising ○ editorials and advertising in numerous special interest magazines and newspapers ○ regular media releases showcasing local producers and tourism businesses • social media, Visit Loddon Valley Facebook and Instagram promotion of tourism destinations and highlights, businesses and producers, etc., COVID related posts and regional promotions such as City of Gastronomy, Bendigo exhibitions. | <p>Retain action</p> |

| Actions | Summary of activities | Review recommendation |
|--|---|-----------------------|
| Grant applications support to business and community organisations and liaison with State and Federal agencies | <ul style="list-style-type: none"> Supported Wedderburn Community House for grant application for Open Air Gallery mural project. Completed State Government Local Councils Outdoor Eating and Entertainment Package grant (\$250,000). Council engaged with local hospitality businesses to activate new outdoor dining and entertainment areas, including sourcing and installation of outdoor dining furniture and landscaping. Overall outcome was 18 businesses activated with a new outdoor dining area for year round use. Assisted the Central Victorian Greenhouse Alliance with Small Business Energy Saver Program and MASH (More Australian Solar Homes) Program. | Retain action |
| Tourism product management and coordination - liaison with tourism businesses, visitors to the Shire and community groups | <ul style="list-style-type: none"> Tourism products including Loddon Discovery Tours, Loddon Valley Arts Trail, Birds Eye View mural maps and signage, updated township maps, videos of 7 Loddon ambassadors promoting reopening of their towns, business and accommodation listings on Visit Loddon Valley website, The Loddon Shed marketing and attraction of new producers, a Rebound Plan to assist with recovery from COVID restrictions and liaison with event organisers regarding COVID impacts on planned events. Visitor Information Services provision including volunteer familiarisation and support, closure and reopening of the Visitor Information Centre during lockdown periods, and compilation and promotion of local hospitality businesses' takeaway options and delivery services during lockdowns. Received a five star review on Google for Visitor Servicing. Inglewood Eucy Museum: implementation and administration of MOU and Lease for the kiosk, and later support to the Community Asset Committee in establishing a new approach for management of the museum and kiosk. | Retain action |
| Drafting policy and strategic directions for consideration by Council | Itinerant trading policy is under development, including input from Vicroads. Final proposed policy will be submitted to Council for approval in line with timing of adoption of new Local Law. | Retain action |
| Host a summit as required with local development and tourism groups to discuss economic development and opportunities for collaboration. | <ul style="list-style-type: none"> CEO and relevant staff have presented Council issues and answered questions on various occasions at meetings of progress and development committees around Loddon Shire. The new community planning framework largely fulfils this role with community development groups. | Remove action |
| Appoint a liaison person for each group as a facilitator for local initiatives. | The new community planning framework largely fulfils this role with community development groups. | Remove action |

| Actions | Summary of activities | Review recommendation |
|--|--|---|
| Strategy 9: Employ a multi-disciplinary and organisation-wide approach to resourcing economic development and tourism functions | | |
| Allocate economic development and tourism responsibilities across different staff | <ul style="list-style-type: none"> Commercial Services and Planning staff regularly meet to share progress and information on current issues. All staff in economic development, tourism and other relevant Council functional areas are recognised as 'facilitators' when enquiries are made by businesses. Referrals are made between staff with relevant expertise for the area of enquiry, and cross-functional discussions are held to facilitate support where possible." | Remove action (refer Strategies 6 and 9) |
| Outsource significant major projects, investment guide preparation, grant applications and skills development projects, subject to budget restrictions. | <ul style="list-style-type: none"> Investment guides for piggery and horticulture sectors have been developed by consultant, and three more guides are expected in the 21/22 financial year. Loddon Shire investment prospectus has been completed and is available on Council's Invest in Loddon webpage. Outsourcing of activities is considered as an option when proposing new projects, and individual projects would be reported independently when they are established. | Remove action |
| Strategy 10: Facilitate emerging niche food and beverages businesses into an integrated artisan food network | | |
| Facilitate emerging niche food and wine businesses into an integrated artisan food network with events and distribution arrangements into retail and food service markets. | <ul style="list-style-type: none"> Delivered project for online sales of local produce via The Loddon Shed. Staff continue to liaise with producers and distributors, and conduct ongoing marketing and promotion. In conjunction with Bendigo Regional Tourism, provision of support to producers including imagery, video content and material for the City and Regional Gastronomy campaigns, listing businesses on the City of Gastronomy website, inclusion in a regional promotional gastronomy guide and tour itinerary map. Loddon Integrated Artisan Food Network: Support and collaboration on the Food Purveyor project for producers within the Loddon Shire. This includes: <ul style="list-style-type: none"> The Loddon Shed online store development of hampers negotiations with Foodworks and IGA stores to stock products food service outlets to offer products assessing commercial interest in extending the Food and Wine Expo event as a private business event a food experience trail joint market development program product distribution and logistics. | Retain action |
| Assess commercial interest in extending the Food and Wine Expo at Newbridge into an annual event | This action is incorporated in the Loddon Integrated Artisan Food Network above. | Remove action |
| Joint market development for emerging niche, or artisan, food and wine producers | This action is incorporated in the Loddon Integrated Artisan Food Network above. | Remove action |

COST/BENEFITS

There are no additional costs to Council involved with this mid-term review report. Individual projects are addressed in Council's annual budget process.

The consolidation and removal of completed actions from future activities will assist to focus on remaining priorities in the Economic Development and Tourism Strategy.

RISK ANALYSIS

There could be a risk that some economic development or tourism opportunities may be missed by identifying a list of priority actions in a strategy. The nature of Council's economic development and tourism function requires the organisation to respond to changing priorities and emerging opportunities as they arise.

While the identified actions in the Economic Development and Tourism Strategy 2019-2024 are considered a priority for Council, some of them are sufficiently broad to encompass unforeseen projects as they arise, and Council staff are able to respond to these, subject to available resources.

CONSULTATION AND ENGAGEMENT

The content of this report has been developed in consultation with relevant staff, and presented to Councillors for feedback at the November 2021 Council Forum.

RESOLUTION 2021/261

Moved: Cr Neil Beattie

Seconded: Cr Linda Jungwirth

That Council:

1. receive and note the mid-term review report on the Economic Development and Tourism Strategy 2019-2024
2. endorse the completion and adjustment of actions for future activity as recommended in this report.

CARRIED

10.8 NOVEMBER 2021 AUDIT AND RISK COMMITTEE MEETING OVERVIEW**File Number:** FOL/20/612**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** 1. Review of the Management of Caravan Parks
2. Version 10 Audit and Risk Committee Charter**RECOMMENDATION**

That Council:

1. receives and notes this summary of the 11 November 2021 Audit and Risk Committee Meeting
2. receives and notes the "Review of Management of Caravan Parks"
3. endorses version 10 of the Audit and Risk Committee Charter.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council was provided with a summary of the August 2021 Audit and Risk Committee Meeting at the Council Meeting held on 28 September 2021.

BACKGROUND

The Audit and Risk Committee was established under Section 53 of the Local Government Act 2020, which states that "A Council must establish an Audit and Risk Committee", by Council resolution on 23 June 2020.

The committee is made up of four independent community members, and Cr Gavan Holt, as Council's representative. At the Council Meeting on 19 November 2020, it was resolved that Councillor Beattie be the alternate Council representative in the event that Cr Holt is unable to attend the Audit and Risk Committee meeting. Council's Chief Executive Officer and Director Corporate Services attend the meetings in an advisory capacity.

The objectives of the Audit and Risk Committee are to:

- a) monitor the compliance of Council policies and procedures with
 - i. the overarching governance principles; and
 - ii. this Act and the regulations and any Ministerial directions
- b) monitor Council financial and performance reporting
- c) monitor and provide advice on risk management and fraud prevention systems and controls
- d) oversee internal and external audit functions.

In order to provide a structured approach and ensure that the Committee addresses each of its responsibilities, an annual work plan and a strategic internal audit program are established each year, and these guide the activities of the Committee.

ISSUES/DISCUSSION

The agenda for the 11 November 2021 meeting included the following:

Decision Reports

- The internal audit report on “Review of Caravan Park Management” was noted and four recommendations approved.
- The scope of the internal audit on “Review of Fleet Management” was confirmed.
- There was a discussion on Council’s draft risk appetite statement.
- Council’s half year reports on Council’s risk profile and risk treatment plans were noted.
- The Committee meeting schedule for next year was confirmed.
- A review of the external auditor was noted.
- The revised Procurement Policy was endorsed with one change (to include annual reporting on purchasing where an exception category was used) and recommended to Council for adoption.
- The updated Business Continuity Framework and Plan were noted.

Compliance Reports

- There was a half yearly report to assess whether the control environment is consistent with Council’s governing principles.
- The quarterly report on Councillor expenses was noted
- The External Audit Management Letter was noted.

Information Reports

- The Finance Report for the period ended 30 September 2021 was reviewed.
- An annual report on significant changes to key systems and the impact of their change was noted.
- Standing report on any suspected and actual fraud, thefts, and corruption, and major lawsuits being faced by the Council was provided by the Chief Executive Officer.
- The quarterly report on the status of the delivery of strategic internal audit plan was noted
- The quarterly report on progress by management on open audit recommendations was noted.
- The quarterly report on regulatory and integrity agencies and VAGO was provided.
- An annual report on systems and processes to monitor compliance was noted.
- The annual review of gifts, benefits and hospitality was discussed.
- Reports by regulatory and integrity agencies were noted and management actions endorsed.
- Standing report on items raised by Council that may impact on the Audit and Risk Committee was noted.
- The adoption of the Community Vision and Council Plan was noted.
- The adoption of the 10 year financial plan was noted.
- The end of financial year variation analysis was noted.
- A report on cyber security was noted.

In general business, version 10 of the Audit and Risk Committee Charter was formally approved, and an update on the Internal Audit Charter was provided. The Committee decided that the

Related Party Disclosures Policy did not need to be reviewed by the Committee as it was audited as part of the end of financial year audit.

COST/BENEFITS

There are costs associated with the Audit and Risk Committee and internal audit function. However, in most cases, actions resulting from audit reviews do not bear any new costs as they are undertaken by current staff.

The benefits that the internal audit function provides Council are:

- business improvement relating to the audit review areas
- standard policy and procedure documents which are developed through the action list
- improvement in knowledge management that will assist with succession planning over time
- a reduction in risk in areas relating to audit reviews.

RISK ANALYSIS

The internal audit program has been created and is annually updated on a risk basis, ensuring that Council's program addresses the areas of highest risk or greatest concern to Audit and Risk Committee members and Council officers.

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2021/262

Moved: Cr Gavan Holt

Seconded: Cr Wendy Murphy

That Council:

1. receives and notes this summary of the 11 November 2021 Audit and Risk Committee Meeting
2. receives and notes the "Review of Management of Caravan Parks"
3. endorses version 10 of the Audit and Risk Committee Charter.

CARRIED

10.9 PYRAMID HILL STREETSCAPES REVITALISATION PROJECT - DESIGN**File Number:** DOC/21/110910**Author:** Sarah Perry, Manager Community Support**Authoriser:** Wendy Gladman, Director Community Wellbeing**Attachments:** 1. PYRAMID HILL STREETSCAPES REVITALISATION PROJECT - DESIGN**RECOMMENDATION**

That Council endorse the presented preliminary designs for the Pyramid Hill Streetscapes Revitalisation Project prior to commencing the tender process.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

The Pyramid Hill Streetscapes Revitalisation Project preliminary design that will form the basis of the detailed design and tender documents were provided for discussion at the November 2021 Council forum.

BACKGROUND

Council received funding of \$800,000 from the Department of Economic Development, Jobs, Transport and Resources, Regional Development Victoria (RDV) for the redevelopment of the Pyramid Hill township streetscape. This funding, together with Council's contribution of \$610,000 provides a total budget of \$1.41 million to prepare detailed plans and redevelop the civic centre of Pyramid Hill in accordance with the principles and vision already set out by the Pyramid Hill Streetscape Concept Master Plan, prepared by Outlines Landscape Architecture (2016).

The project focuses on the civic centre of Kelly Street, Ottrey Street, Victoria Street and to a lesser extent Barber Street. Kelly Street and the east west linkage of the Senior Citizens Centre through Kelly Park to Lions Park, west of Kelly Street, is the central focus of the plans. Of note is the planned pedestrian crossing and outstands that service the two parks. The pedestrian crossing has strong support from the community who wish to prioritise pedestrian safety and slowing vehicles along Kelly Street.

Group GSA has developed the preliminary design plans (attached) which will inform the detailed design plans. The design component is being managed by the Community Support Department. Project management of the construction phase will be undertaken by the Asset and Infrastructure Department's Project Management team with advice from Council's Works Department (plantings and park furniture), and any community engagement by the Community Support Department. The Community Support Department continue to oversee the project including the reporting and acquittal of the project as per the funding agreement.

ISSUES/DISCUSSION

Progress on the project has been impeded by the impacts of COVID-19 restrictions, limiting the ability to hold on site and/or face-to-face meetings with the consultants (Melbourne based) and the community. The project was temporarily paused in July and August 2021 as Council negotiated with The Mixed Bag @ PH Inc, a community enterprise group, for access to 30 Kelly Street (former Maternal and Child Health building). The decision on the building's future had a direct impact on the planning of the streetscape.

These delays have led to two variations related to the delivery of the detailed plans. The streetscape completion deadline remains at 31 May 2022.

COST/BENEFITS

Since the Outlines Concept Master Plan was completed, there has been a significant amount of work to the main streets within Pyramid Hill that incorporated concepts found within the masterplan. These include new footpaths, paving along Kelly Street, Kelly Park play space upgrade, and a footpath to the train station lined with solar bollards.

During the development, there has been a focus on low maintenance fit for purpose materials, plantings, fittings and furniture. For instance, selecting furniture that does not need regular maintenance, providing a small concrete path for accessibility that also acts as a mow strip around buildings, and selecting the right street tree species.

The project is expected to increase civic pride within the community and continue the work over the past few years to make Pyramid Hill an attractive place to live, work and visit.

It is expected that the Pyramid Hill Community Centre Stage 1 will further enhance the civic area's vibrancy and aesthetics. Planning for the Community Centre project is scheduled to commence in 2022.

RISK ANALYSIS

The major risks for the streetscape project are primarily budget and timing. Some early delays have occurred due to the impact of COVID-19 restrictions. The streetscape works must be completed by 31 May 2022.

The designs are in the final stage of completion with the Request for Tender release expected to occur in December 2021, and awarding of contract and commencement of construction in February 2022. Whilst the construction period on this project is not expected to be overly lengthy, there will not be much contingency for time should weather or other issues delay construction. There will be a need to select contractors with capacity to complete the project within the timeframe.

With the recent price increases currently affecting the infrastructure sector, only testing of the market through the tender process will determine if the project can be completed as planned. Should the budget not cover all of the works, there is merit in either having sections of the project moved into the rolling Asset and Infrastructure program i.e. tree planting to be delivered over a period of a few years, or reduce the components of the streetscape to fit the budget. These options will be explored further, if needed, at the time of tender assessment.

To minimise the risk of community dissatisfaction, the community has been widely consulted at both concept and detailed design stages. The feedback from the Project Advisory Group (PAG) during the detailed design phase has been positive with minimal changes to the plans required. The Community Support team will continue to engage with the PAG to address any issues arising during the various project stages.

The risk of unsatisfactory work should be ameliorated by Council's management of the project. It is expected that the addition of a Community Facilities Project Officer within the Project Management team will ensure suitable oversight of the project's construction as it happens.

It is expected that future drainage works within Pyramid Hill will not detrimentally affect the planned streetscape works.

CONSULTATION AND ENGAGEMENT

The Outlines Concept Master Plan was very widely consulted when developed in 2016. The principles and vision of this master plan have been transferred into the detailed designs.

Internally, the plans have been circulated for comment amongst relevant departments with robust engagement and consultation with Council's Works Department who will manage and/or maintain the majority of the plantings and street furniture. An RDV representative has also been involved in the development of the plans as well as overseeing the project and grant agreement particulars.

The preliminary plans were provided to the PAG whose representation included:

- Pyramid Hill Progress Association
- Pyramid Hill Lions Club
- Pyramid Hill Neighbourhood House
- Pyramid Hill and District Historical Society
- Pyramid Hill United Filipino Organisation
- Pyramid Hill Senior Citizens Committee.

RESOLUTION 2021/263

Moved: Cr Wendy Murphy

Seconded: Cr Neil Beattie

That Council endorse the presented preliminary designs for the Pyramid Hill Streetscapes Revitalisation Project prior to commencing the tender process.

CARRIED

10.10 TABLING OF PETITIONS RECEIVED - OPPOSING PROPOSED MEAT PROCESSING FACILITY

File Number: FOL/2128

Author: Lynne Habner, Manager Executive and Commercial Services

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

Attachments:

1. Tattershall petition opposing proposed meat processing facility
2. PETA petition opposing proposed meat processing facility
3. Change.Org email link to petition opposing proposed meat processing facility

RECOMMENDATION

That Council:

1. Resolves to deal with this agenda item in accordance with clause 63(5) of the Loddon Shire Council Governance Rules.
2. Receive and note the petitions/joint letters from People for the Ethical Treatment of Animals (PETA), Lois Tattershall, and the Coalition for Australian Wildlife tabled in relation to opposition to a proposed (rural industry) Licensed Wild Game Pet Meat Processing Facility in Inglewood.
3. Respond to the persons forwarding the petitions that Council is only able to make decisions relating to planning considerations and the petition/joint letter and any matters raised will be considered as part of the assessment of the planning permit application, along with other objections and submissions.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This matter has not been discussed by Council previously.

BACKGROUND

Council officers are currently assessing a planning application for a proposed (rural industry) Licensed Wild Game Pet Meat Processing Facility in Inglewood, in adherence with the Loddon Planning Scheme. Following the completion of the assessment process, the application will proceed to a future meeting of Council for its consideration.

As the responsible authority under the Loddon Planning Scheme, Loddon Shire Council must assess all planning applications under this Planning Scheme. Council is also bound by the Planning and Environment Act 1987, which sets out responsibilities for both Council officers and Councillors.

The Loddon Shire Council Governance Rules set out requirements for dealing with petitions received by Council, as follows.

63. Petitions and joint letters

- (1) A member of the public may give a petition or a joint letter to a Councillor, the Chief Executive Officer or the delegated officer.
- (2) A petition or joint letter must:
 - (a) state the name of the person forwarding the petition and an address to which notice of Council's response may be forwarded;
 - (b) contain the name, address and signature of each person signing the petition or letter;
 - (c) clearly state the request or describe the action that the Council is asked to do on each page of the petition or in the joint letter (whichever is applicable);
 - (d) not include any statement that is offensive, defamatory or disrespectful to Council;
 - (e) be legible;
 - (f) not contain alterations; and
 - (g) not have any letters or other documents attached to it.
- (3) A petition or joint letter that complies with subclause (2) must be tabled at an ordinary Council meeting at the first reasonable opportunity.
- (4) A petition or joint letter may be tabled by any Councillor or by the Chief Executive Officer. It does not have to be tabled by the person to whom it was given.
- (5) A petition or joint letter tabled at a Council meeting must lay on the table until the next ordinary meeting of the Council and no motion, other than to receive the petition or joint letter may be accepted by the Chairperson unless the Council resolves to deal with it earlier.

ISSUES/DISCUSSION

The attached petitions/joint letters are asking that Council does not approve the application for the Inglewood facility, and have been received from:

- People for the Ethical Treatment of Animals (PETA)
- Lois Tattershall
- Coalition for Australian Wildlife (Change.Org email with link to petition attached)

It is noted that some do not strictly meet the definition of a petition, as the current Governance Rules require a signature and address from each person joining the petition.

However, so that Council is responding in good faith, all three are tabled for the purpose of this Council report.

Objections to the planning permit application will be managed in accordance with the usual permit assessment process.

It is noted that clause 63(5) of the Governance Rules allow for petitions to lay on the table until the next ordinary meeting of Council, but that Council may resolve to deal with them earlier. It is proposed that Council consider dealing with this item on the day of tabling the petitions/joint letters.

In relation to the requests in the petitions/joint letters that Council does not approve the planning permit application, it is noted that Council, as the responsible authority under the Loddon Planning Scheme, must assess all planning applications under this Planning Scheme. Council is also bound by the Planning and Environment Act 1987, which sets out responsibilities for both Council officers and Councillors.

Council's decisions about a planning permit application can only be in accordance with the Loddon Planning Scheme and the Planning and Environment Act 1987. This will determine whether the application can be approved or refused.

It is proposed that Council resolve to respond to the petitions that Council is only able to make decisions relating to planning considerations and the petitions/joint letters and any matters raised

will be considered as part of the assessment of the planning permit application, along with other objections and submissions.

COST/BENEFITS

There are no costs or benefits associated with the matters discussed in this Council report.

RISK ANALYSIS

The Governance Rules are clear about the requirements for dealing with petitions, however, it is recognised that online options for petitions do not strictly meet these current rules requiring a signature from each person on the petition. This matter will be considered further when the Governance Rules are reviewed in the near future.

It is considered reasonable for Council to accept online petitions without a signature, and this addresses potential reputational risks around being seen to ignore currently accepted practices.

CONSULTATION AND ENGAGEMENT

Consultation has been undertaken between Council officers in relation to the tabling of these petitions and the proposed response.

RESOLUTION 2021/264

Moved: Cr Wendy Murphy

Seconded: Cr Gavan Holt

That Council:

1. Resolves to deal with this agenda item in accordance with clause 63(5) of the Loddon Shire Council Governance Rules.
2. Receive and note the petitions/joint letters from People for the Ethical Treatment of Animals (PETA), Lois Tattershall, and the Coalition for Australian Wildlife tabled in relation to opposition to a proposed (rural industry) Licensed Wild Game Pet Meat Processing Facility in Inglewood.
3. Respond to the persons forwarding the petitions that Council is only able to make decisions relating to planning considerations and the petition/joint letter and any matters raised will be considered as part of the assessment of the planning permit application, along with other objections and submissions.

CARRIED

11 INFORMATION REPORTS**11.1 BRIDGEWATER RECREATION RESERVE LETTER OF THANKS****File Number:** FOL/19/432782**Author:** Christine Coombes, Executive and Commercial Services Officer**Authoriser:** Lynne Habner, Manager Executive and Commercial Services**Attachments:** 1. Bridgewater Recreation Reserve letter of thanks**RECOMMENDATION**

That Council note the letter of thanks from the Bridgewater Recreation Reserve in regard to the newly built change room facilities.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council has been informed of the progress of the newly built change rooms at the Bridgewater Recreation Reserve.

BACKGROUND

Nil

DISCUSSION

Cr Murphy will acknowledge the work undertaken by Council officers and the letter of thanks from the Bridgewater Recreation Reserve.

RESOLUTION 2021/265

Moved: Cr Wendy Murphy

Seconded: Cr Neil Beattie

That Council note the letter of thanks from the Bridgewater Recreation Reserve in regard to the newly built change room facilities.

CARRIED

11.2 QUARTERLY REPORT: ANNUAL INFRASTRUCTURE PROGRAM 2021-2022 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 2021-2022 - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(a) and (g(ii)) of the *Local Government Act 2020*. It contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released; AND 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. **Annual Infrastructure Program 2021-2022 - No Budget**3. **Other Projects - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(a) and (g(ii)) of the *Local Government Act 2020*. It contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released; AND 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)

4. **Other Projects - No Budget****RECOMMENDATION**

That Council note the update on progress of the Annual Infrastructure Program 2021-2022 and Other Projects as at the end of September 2022.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This report is for the first quarter of 2021-2022 financial year, providing an update on the progress of the Annual Infrastructure Program. The status of other projects that are delivered by the Assets & Infrastructure Department, but are not part of the Annual Infrastructure Program, are also included in the report.

The Annual Infrastructure Program 2021-2022 was approved at the July 2021 Council meeting with a budget expenditure of \$3,985,985.

BACKGROUND

This report is produced quarterly and is provided to Council for the purpose of reporting progress of the Annual Infrastructure Program and other projects that the Assets & Infrastructure Department is responsible for delivering.

ISSUES/DISCUSSION

Annual Infrastructure Program

Attachment 1 provides a progress summary of the Annual Infrastructure Program for the first quarter of the 2021-2022 financial year.

There are 73 individual projects listed including carryovers from the previous financial year. A total of eight have been completed, of the remaining 65 projects 30 have commenced or a contract has been awarded.

Other Projects

In addition to the Annual Infrastructure Program, the Assets & Infrastructure Department is responsible to oversee the delivery of a number of different projects. Attachment 2 provides a summary of the other projects at the end of first quarter of 2021-2022 financial year. All completed projects are removed from subsequent quarterly progress reports.

COST/BENEFITS

Attachment 1 gives a summary of progress of individual projects within this program as at 30 September 2021. Please note that the attachment includes additional projects such as new grants and carry over projects in addition to the 2021-2022 Annual Infrastructure Program. This brings the total value of projects being delivered to \$9,096,448. The attachment is including recently completed projects with expenditure figures to be finalised. The expenditure for the first quarter is \$2,972,799, this includes payments made against projects completed just after the end of the last financial year.

The Assets & Infrastructure Department is currently managing other significant projects covered in Attachment 2, which are in different stages of progress. The combined value of such projects is \$9,661,814. Expenditure to date on these active projects is \$1,769,170.

RISK ANALYSIS

There are a number of risks associated with the delivery of the Annual Infrastructure 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 and other significant projects to ensure that any issues are minimised.

CONSULTATION AND ENGAGEMENT

The information provided in this report is presented after consultation with the Manager Assets and Infrastructure and the Works Department.

RESOLUTION 2021/266

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council note the update on progress of the Annual Infrastructure Program 2021-2022 and Other Projects as at the end of September 2022.

CARRIED

11.3 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 first report for the 2021 - 2022 financial year, summarising road network defect rectification compliance against requirements specified within the Loddon Shire Road Management Plan (RMP).

BACKGROUND

This report is produced quarterly and provides statistical data with respect to the Organisation'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 1 (01/07/2021 – 30/09/2021) | | | | | | |
|-------------------------------------|---------------------------------|------------------------------|---------------------------------|----------------------|---------------|--------------------------|
| Work Group | Number of scheduled inspections | Number completed by due date | Number completed after due date | Number not completed | Compliance | Number of Defects Raised |
| Loddon Plains | 24 | 24 | 0 | 0 | 100.0% | 311 |
| Loddon Goldfields | 32 | 28 | 4 | 0 | 87.5% | 378 |
| Total | 56 | 52 | 4 | 0 | 93.75% | 689 |

During the first quarter of 2021 – 2022 financial year, 93.75% of the programmed inspections were completed according to the schedule.

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 1 (01/07/2021 – 30/09/2021) | | | | | | | | |
|-------------------------------------|-------------------|-----------|--------------------------|-------------|--------------------|----------|--------------|--------------|
| Work Group | Number of Defects | | | | Compliant with RMP | | | |
| | Ad hoc | Requests | Defects from inspections | Total | Yes | No | Not complete | % |
| Loddon Goldfields | 2 | 38 | 535 | 575 | 569 | 6 | 0 | 99.0% |
| Loddon Plains | 12 | 17 | 421 | 450 | 450 | 0 | 0 | 100.0% |
| Shire Wide | 1 | 10 | 306 | 317 | 314 | 3 | 0 | 99.1% |
| Townscape Services | 14 | 3 | 86 | 103 | 103 | 0 | 0 | 100.0% |
| Total | 29 | 68 | 1348 | 1445 | 1436 | 9 | 0 | 99.5% |

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 ad hoc work actions. During the first quarter of 2021 – 2022 financial year, 99.5% of all date imposed defects were completed before their due date. This is 0.6% below the target of 100% set in the RMP. All defects have now been completed.

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 ad hoc 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 1 (01/07/2021 – 30/09/2021) | | | | | | | | | | | | |
|-------------------------------------|--------------------------------|--------------|-----------|-----------|----------|------------|-------------------------------------|----------|---------------|--------------|------------|--------------|
| Work Group | Number of Grading Work Actions | | | | | | Compliant with scheduled timeframes | | | | KM Graded | KM Inspected |
| | Localities Inspected | Roads Graded | Defects | Requests | Ad hoc | Total | Yes | No | Not completed | % | | |
| Loddon Goldfields | 29 | 152 | 5 | 5 | 0 | 191 | 190 | 1 | 0 | 99.5% | 292 | 717 |
| Loddon Plains | 25 | 170 | 35 | 6 | 0 | 236 | 236 | 0 | 0 | 100.0% | 497 | 591 |
| Shire Wide | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100.0% | 0 | 0 |
| Total | 54 | 322 | 40 | 11 | 0 | 427 | 426 | 1 | 0 | 99.8% | 789 | 1307 |

The data in Table 3 indicates that 427 grading work actions were completed for the first quarter of 2021 – 2022 financial year. There is no set level of compliance for the maintenance grading program in the RMP.

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 first quarter of 2021 – 2022 financial year of the Local Road Maintenance Program is \$1,847,688

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 2021/267
 Moved: Cr Linda Jungwirth
 Seconded: Cr Wendy Murphy
 That Council receive and note the road management plan defect rectification compliance report.

CARRIED

11.4 QUARTERLY LOCAL LAWS AND PLANNING COMPLIANCE ACTIVITY REPORT**File Number:** FOL/19/115192**Author:** David Price, Local Laws \ Planning Compliance Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Quarterly 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 first report for the 2021-2022 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
- control of roadside activities, occupation and utilisation
- investigation of planning scheme breaches and enforcing planning permit conditions
- intervention in public nuisance issues.

ISSUES/DISCUSSIONAdministrative and fire prevention

Table 1 provides a summary of administrative actions undertaken.

Table 1: Administrative activities

| Quarter 1 (1 July 2021 – 30 September 2021) | | | |
|---|---------------------------|--------------------------------------|--------------------------|
| Activity | After hours call outs (*) | Littering or illegal rubbish dumping | Local law permits issued |
| No. actions | 1 | 2 | 2 |

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

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 1 (1 July 2021 – 30 September 2021) | | | | | | | | | | | | | | | | |
|---|-----------|--------|-----------|------------|-----------|-------------|------------|-------------|--------|-------|--------------|---------|--------|------------|-------------|-----------|
| 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 | 3 | 0 | 4 | 2 | 9 | 3 | 24 | 2 | 4 | 5 | 4 | 1 | 0 | 1 | 0 | 62 |
| No. resolved during quarter | 2 | 0 | 2 | 2 | 2 | 4 | 5 | 1 | 1 | 3 | 3 | 0 | 1 | 2 | 0 | 28 |
| New action commenced | 0 | 0 | 0 | 1 | 4 | 1 | 4 | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 0 | 15 |
| No. currently pursuing | 1 | 0 | 2 | 1 | 11 | 0 | 23 | 2 | 3 | 2 | 2 | 2 | 0 | 0 | 0 | 49 |
| Progress Activities | | | | | | | | | | | | | | | | |
| Site meeting / discussion held | 3 | 0 | 2 | 2 | 8 | 3 | 11 | 2 | 2 | 2 | 2 | 2 | 0 | 0 | 0 | 39 |
| Letter to comply issued | 1 | 0 | 0 | 0 | 7 | 1 | 10 | 0 | 2 | 1 | 2 | 0 | 0 | 0 | 0 | 24 |
| Occupier has commenced clean-up work | 1 | 0 | 1 | 1 | 7 | 0 | 16 | 2 | 2 | 2 | 2 | 2 | 0 | 0 | 0 | 36 |
| Notice to comply issued | 1 | 0 | 0 | 0 | 3 | 0 | 2 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| Contractor engaged for clean-up work | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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 1 (1 July 2021 – 30 September 2021) | | | | | | |
|---|---------------------|-----------------------|------------|--------------------------|---------------------------|----------------------------|
| Activity | Wandering livestock | Trespassing livestock | Dog attack | Domestic animal at large | Distribution of cat traps | General complaints / other |
| No. of actions | 6 | 5 | 1 | 7 | 5 | 47 |

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

Table 4: Impoundment activities

| Quarter 1 (1 July 2021 – 30 September 2021) | | | | |
|---|--------------|--------------------|------------------|------------------|
| Animal type | Impoundments | Returned to owners | Animals rehoused | Animals disposed |
| Livestock | 13 | 13 | 0 | 0 |
| Dogs | 8 | 3 | 4 | 1* |
| Cats | 5 | 0 | 5 | 0 |
| Feral Animals | 19 | 0 | 0 | 19 |
| Total | 45 | 16 | 9 | 20 |

(*) dog attack

Planning Compliance and Enforcement

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

Table 5: Planning compliance and enforcement activities

| Quarter 1 (1 July 2021 – 30 September 2021) | | | | | |
|---|--|----------------------|--------------|----------------------------------|-----------------------------------|
| 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 | 4 | 2 | 0 | 3 | 3 |
| Native vegetation removal without a permit | 10 | 5 | 0 | 8 | 7 |
| Breach of planning permit | 2 | 0 | 0 | 0 | 2 |
| Dog breeding / animal keeping | 2 | 0 | 0 | 0 | 2 |
| Land used as a store without planning permit | 1 | 0 | 0 | 0 | 1 |

| | | | | | |
|--|-----------|----------|----------|-----------|-----------|
| Occupation of a shed without a planning permit | 3 | 0 | 0 | 0 | 3 |
| Total | 22 | 7 | 0 | 11 | 18 |

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 first quarter of 2021-2022 financial year for the local laws and compliance activities contained within this report is \$103,272. 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 2021/268

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council receive and note the Quarterly Local Laws and Planning Compliance Activity Report.

CARRIED

11.5 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 Quarterly 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 first report for the 2021-2022 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/DISCUSSION

The ability to undertake strategic planning projects has been inhibited during the past nine months while recruitment for a Statutory Planning Coordinator has been undertaken. Limited time has been available for strategic projects due to the need for staff to focus on statutory planning applications. Staff members prioritise the processing of permit applications over other activities. Successful recruitment of a Statutory Planning Coordinator will enable a number of strategic projects to be re-commenced.

Current Strategic Planning Projects

Table 1 provides a summary of current strategic planning projects and the activities undertaken as part of these projects during the first quarter of the 2021-2022 financial year.

Table 1: Current Strategic Planning Projects

| Current Strategic Planning Projects Quarter 1 (1 July 2021 – 30 September 2021) | | | |
|---|--|--|-------------------------------------|
| Project | Tasks undertaken during the quarter | Future tasks | Estimated project completion |
| New dwelling information sheet to provide advice to new residents/existing residents on the requirements and issues associated with use and development of land for a dwelling in different parts of Loddon Shire. Incorporates some of the directions from the Settlement Strategy and highlights the areas where dwelling development can be supported. | This information is currently being incorporated into the Council website with other information about planning requirements, including bushfire and native vegetation. | Publish on Council website. | December 2021 |
| Investigate development of Stage 2 of Ridge Street residential development. | A consultant has been engaged and the project has commenced. Bushfire site assessment has been completed and layouts and costs are currently being prepared. | Presentation of draft options. Submission of final report. | February 2021 |
| Heritage loan policy | Preparation of a draft that provides conditions and criteria for applications is continuing. | Policy committee review and Council adoption. | March 2022 |
| Undertake detailed investigation of identified residential growth opportunities in the priority towns to determine yield and estimated development cost. | A contract brief has been prepared. | Seek tenders for the project. | June 2022 |
| Industrial Land Strategy. A recommendation of the Settlement Strategy was to undertake an Industrial Land Strategy to ensure a suitable supply of industrial land as employment is key to population growth. | Quotations for this project have been sought, with three strategic planning firms all declining the project due to current workloads. We will continue to reach out to appropriate consultancy firms with experience in this area. | Engage suitable consultant | June 2022 |

| Current Strategic Planning Projects Quarter 1 (1 July 2021 – 30 September 2021) | | | |
|--|--|---|-------------------------------------|
| Project | Tasks undertaken during the quarter | Future tasks | Estimated project completion |
| Planning Scheme Review | A draft review report (which provides an assessment of the scheme's performance and currency and identifies the areas for review) was completed in 2020. The first step in the revision of the Loddon Planning Scheme was the redraft of the planning policy framework, which was completed in the previous quarter. | Circulation to policy review committee. Presentation and adoption of report by Council. Submission of report to Minister for Planning. Implement the changes. | December 2022 |
| Planning Scheme Amendment – Bridgewater and Dunolly Flood controls | Council is partnering with North Central Catchment Management Authority (NCCMA) for this project. Council and NCCMA are currently considering options for completion of this work, including updating flood controls across the entire municipality. | Exhibition of the planning scheme amendment. | December 2022 |

COST/BENEFITS

The expenditure for the first quarter of the 2021-2022 financial year for the strategic planning activities contained within this report is \$ 3,155

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 2021/269

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council receive and note the Quarterly Strategic Planning Activity report.

CARRIED

11.6 PUBLIC HEALTH QUARTERLY 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 Quarterly 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 first report for the 2021-2022 financial year, summarising public health activities within the Development and Compliance Department for the three months from July 2021 to the end of September 2021.

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 Senior Public Health Officer has regular contact with business operators, community groups, homeowners 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/DISCUSSIONPandemic Response

Council's Senior Public Health Officer is currently on secondment into the role of Pandemic Coordinator. The Pandemic Coordinator role is a requirement of Council's Municipal Pandemic Plan and was activated in March 2020 due to the declaration of the Coronavirus Pandemic.

Considerable time has been devoted to performing the functions of the Pandemic Coordinator role including community messaging, visiting businesses impacted by the restrictions, management of funding applications, provision of advice to community groups and attendance at briefings. There has been a significant number of enquiries regarding the restrictions and their impacts. With each new announcement of restriction changes, there has been an increase in the number of enquiries as people try to ascertain the impact to community gatherings, community facilities and businesses. This has affected the normal functions significantly of Council's Public Health staff.

When available an additional staff member has been supporting the public health activities in order to address urgent public health duties such as enquiries, complaints and applications.

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 July 2021 to 30 September 2021 | | |
|---|----------------------|-----------------------|
| Governing Legislation | Inspection Outcome | Number of inspections |
| Food Premises | Compliant* | 18 |
| Food Premises | Major Non-compliance | 1 |
| Total number of inspections for reporting period | | 19 |

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

The major non-compliance has been rectified.

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 kindergartens, schools, playgrounds and sporting reserves. Table 2 summarises the Tobacco Act activities undertaken during the reporting period.

Table 2: Tobacco Act inspections

| 1 July 2021 to 30 September 2021 | |
|--|----------|
| Inspection Type | Number |
| Tobacco Retailer | 3 |
| Tobacco – Indoor Dining and drinking area | 3 |
| Tobacco – Outdoor Dining and drinking area | 3 |
| Total number of inspections | 9 |

Septic Systems

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

Table 3: Septic system permits

| 1 July 2021 to 30 September 2021 | |
|----------------------------------|----------|
| Permit Type | Number |
| Installation or alteration | 4 |
| Certificate to use | 3 |
| Total number of Permits | 7 |

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

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

Table 4: Septic system activity

| 1 July 2021 to 30 September 2021 | |
|------------------------------------|-----------|
| Activity / Inspection Type | Number |
| Application Inspection | 6 |
| Installation Inspection | 1 |
| Final Inspection | 6 |
| Total number of inspections | 13 |

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 6 summaries the complaints during the reporting period.

Table 6: Public health complaints

| 1 July 2021 to 30 September 2021 | | | | |
|----------------------------------|--|-----------------|-----------------|--------------------------------------|
| Nature of complaint | Number carried over from previous reporting period | Number received | Number resolved | Number currently pursuing resolution |
| Food Premises | 0 | 1 | 1 | 0 |
| Wastewater | 3 | 3 | 4 | 2 |
| Total | 3 | 4 | 5 | 2 |

COST/BENEFITS

The actual expenditure for the first quarter of the 2021-2022 financial year of the public health unit activities contained within this report is \$41,747.

Administration of the Acts that the Public Health Officer has responsibility for includes significant fieldwork, 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 2021/270

Moved: Cr Linda Jungwirth
Seconded: Cr Wendy Murphy

That Council receive and note the Public Health Quarterly Activity Report.

CARRIED

11.7 QUARTERLY BUILDING SERVICES ACTIVITY REPORT

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

Author: Glenn Harvey, Manager Development and Compliance

Authoriser: Steven Phillips, Director Operations

Attachments: Nil

Recommendation

That Council receive and note the Quarterly 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 first quarterly report for the 2021-2022 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 and 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 and 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/DISCUSSION

Throughout the first quarter of the 2021-2022 financial year, items of significance relating to the activity of Council's building services include:

- ongoing measures relating to COVID-19 (as with all staff and the community)
- implementation of swimming pool registration requirements
- follow up on enforcement activities including following up Court and Building Appeals items
- ongoing implementation and improvement of software changes.

1.

Building permits

Table 1 provides the number and total value of building permits issued for the three quarters of 2020-2021 and the first quarter of 2021-2022. There is variation in the value of permits throughout any given financial year and this is attributable to the scale and cost of individual projects.

Table 1: Summary of new building permits issued

| | Quarter 2 2020-21 (01/10/2020 – 31/12/2020) | Quarter 3 2020-21 (01/01/2021 – 31/03/2021) | Quarter 4 2020-21 (01/04/2021 – 30/06/2021) | Quarter 1 2021-22 (01/07/2021 – 30/09/2021) |
|---------------------------|--|--|--|--|
| No. of new Permits | 51 | 44 | 41 | 39 |
| Value of Works | \$10,199,564 | \$2,467,359 | \$4,527,209 | \$3,144,433 |

Table 2 provides a summary of the number of final inspections and certificates of occupancy issued for building permits for each quarter.

Table 2: Summary of final inspections and occupancy permits

| | Quarter 2 2020-21 (01/10/2020 – 31/12/2020) | Quarter 3 2020-21 (01/01/2021 – 31/03/2021) | Quarter 4 2020-21 (01/04/2021 – 30/06/2021) | Quarter 1 2021-22 (01/07/2021 – 30/09/2021) |
|---|--|--|--|--|
| Certificates of final inspection | 30 | 18 | 24 | 21 |
| Occupancy Permits | 8 | 17 | 10 | 9 |

Council Building Services staff continue to work proactively with Council issued permit holders, sending follow up letters to notify building owners approximately two months before their building permits are due to lapse. This allows owners to arrange a final inspection/occupancy permit or apply for an extension of time for their building permit.

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 | Appeal to Building Appeals Board | Legal action / solicitors letter started this quarter | Legal action ongoing | No. resolved during this quarter |
|--------------------------|--|--------------------|---------------|------------------------|-----------------------|----------------------------------|---|----------------------|----------------------------------|
| Building damaged by fire | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |

| Type | Actions incomplete from previous report period | New action started | Total actions | Building notice issued | Building order issued | Appeal to Building Appeals Board | Legal action / solicitors letter started this quarter | Legal action ongoing | No. resolved during this quarter |
|--|--|--------------------|---------------|------------------------|-----------------------|----------------------------------|---|----------------------|----------------------------------|
| Works required to make building safe (including pools) | 15 | 4 | 19 | 3 | 1 | 1 | 0 | 1 | 0 |
| Carrying out building works without a permit | 4 | 0 | 4 | 1 | 0 | 0 | 0 | 0 | 0 |
| Works not in accordance with building permit | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| Illegal occupation of non-habitable building | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Building with non-complying essential safety measures | 1 | 0 | 1 | 0 | 0 | 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.

The Manager Development and Compliance is currently also performing the role of Municipal Building Surveyor whilst recruitment for the vacancy is continuing. This is impacting on progressing compliance matters as well as permit applications. Community members that are making Building Permit applications are being advised that there may be some delays in processing their applications due to our current situation. They are also being informed of the alternative of engaging a Private Building Surveyor.

COST/BENEFITS

The expenditure for the first quarter of the 2021-2022 financial year for building services activities was \$14,926. The functions associated with the delivery of the Municipal Building Surveyor service have been delivered by the Manager Development and Compliance.

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 vital 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.

2.

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. This remains a matter of concern for Council's Municipal Building Surveyor and Local Laws & Planning Compliance Officer.

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 essential safety measures assessments/inspections to the provision of advice relating to the need for building permits and other functions administered by the Municipal Building Surveyor under the Building Act and Building Regulations. Any business operator, developer, resident or ratepayer that is subject to enforcement action is regularly consulted with during the enforcement process to give them the opportunity to avoid the escalation of enforcement action.

RESOLUTION 2021/271

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council receive and note the Quarterly Building Services Activity Report.

CARRIED

11.8 QUARTERLY STATUTORY PLANNING PERMIT ACTIVITY REPORT**File Number:** 13/01/002**Author:** Glenn Harvey, Manager Development and Compliance**Authoriser:** Steven Phillips, Director Operations**Attachments:**

1. Planning Application completed in the quarter
2. Applications being processed in the quarter

RECOMMENDATION

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for July to September 2021.

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 first report for the 2021- 2022 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 Attachments 1 and 2.

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 is 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 first quarter of the 2020-2021 financial year and compares these to the Victorian rural average.

Table 1: Average timeframes for decisions

| Quarter 1 of the 2021/2022 financial year | | | |
|---|---------------------------------|--------------------------|--|
| Month | Average gross days to determine | Completed within 60 days | Rural average completed within 60 days |
| July | 23 | 87.5% | 74.7% |
| August | 57 | 100% | 68.6% |
| September | 138 | 70% | 70.2% |
| Total Quarterly average | 72.6 | 85.8% | 71.2% |

During the first quarter of the 2021-2022 financial year 85.8% of all Planning Permit applications were assessed and issued within the timeframes as set in the Planning & Environment Act 1987. This is 14.6% above the rural average, a great result for the planning team. The planning team will be back to its full strength in late November when a new Strategic Planning Coordinator commences employment.

COST/BENEFITS

The expenditure for the first quarter of 2021-2022 financial year of the statutory planning activities contained within this report is \$33,534. This is significantly lower than normal and reflects the current staffing levels.

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 2021/272

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for July to September 2021.

CARRIED

12 COMPLIANCE REPORTS

Nil

13 URGENT BUSINESS

In accordance with Council's Governance Rules, Clause 53 provides that at a scheduled or special meeting of Council, business that is not included in the agenda notice must only be considered if no more than one Councillor is absent and the Council resolves that the matter is urgent.

Despite this requirement, a matter that is not included in the agenda notice must not be considered at a Council meeting if it will:

- (a) directly and significantly affect the exercise of a person's rights;
- (b) alter the Council Plan or the budget; or
- (c) commit the Council to expenditure exceeding \$20,000.

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 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)

14.2 Contract 514 - Annual reseal Program 2021-2022

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

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, as various negotiations remain pending.

14.3 Country Football and Netball Program - SRV Funding Opportunity for Floodlighting upgrades - Mitiamo and Serpentine Recreation Reserves - Financial details

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

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.

Closing of Meeting to the Public

RESOLUTION 2021/273

Moved: Cr Neil Beattie

Seconded: Cr Linda Jungwirth

That the meeting be closed to the public at 4.07pm.

CARRIED

14.1 REVIEW OF CONFIDENTIAL ACTIONS**RESOLUTION 2021/274**

Moved: Cr Wendy Murphy

Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

CARRIED

14.2 CONTRACT 514 - ANNUAL RESEAL PROGRAM 2021-2022**RESOLUTION 2021/275**

Moved: Cr Wendy Murphy

Seconded: Cr Neil Beattie

That Council:-

1. award Contract 514 – Annual Reseal Program 2021-2022 to Boral Resources (VIC) Pty Ltd and
2. authorise the Chief Executive Officer to sign and affix the common seal of Council to the Contract documents.

CARRIED

14.3 COUNTRY FOOTBALL AND NETBALL PROGRAM - SRV FUNDING OPPORTUNITY FOR FLOODLIGHTING UPGRADES - MITIAMO AND SERPENTINE RECREATION RESERVES - FINANCIAL DETAILS**RESOLUTION 2021/276**

Moved: Cr Gavan Holt

Seconded: Cr Neil Beattie

That this financial report be read in conjunction with council report Country Football and Netball Program – SRV Funding Opportunity for Floodlighting Upgrades – Mitiamo and Serpentine Recreation Reserves.

Council resolved to support an application to the Sport and Recreation Victoria Country Football and Netball Program (CFNP), ratifying Council's endorsement of the project to install floodlighting at Serpentine (Football and Netball) and Mitiamo Recreation Reserves (football only).

Council also resolved that this support is subject to confirmation from the relevant sporting clubs that they will be re-forming for the 2022 football and netball season.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 14 December 2021 at Wedderburn commencing at 3pm.

There being no further business the meeting was closed at 4.26pm.

Confirmed this.....day of..... 2021

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CHAIRPERSON