

**LODDON SHIRE COUNCIL**  
**LODDON SHIRE COUNCIL - MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL**  
**CHAMBERS, SERPENTINE – TUESDAY 25 MARCH 2014**

The meeting commenced at 3.00pm with the Prayer.

**Present**

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

**In Attendance**

Mr John McLinden, Chief Executive Officer  
 Mr Ian McLauchlan, Director Operations  
 Mr Bryan McEwan, Director Economy and Community  
 Mrs Wendy Gladman, Director Community Wellbeing  
 Mrs Jude Holt, Director Corporate Services

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UNCONFIRMED

**1. APOLOGIES**

Nil

**2. PREVIOUS MINUTES**

**2.1 CONFIRMATION OF MINUTES**

**SUMMARY**

Seeking approval of the unconfirmed minutes of the previous Council Forum and Meetings.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Core business 8: Compliance

File No: 02/01/001

Attachment: Nil

**RECOMMENDATION**

That Council confirm:

1. *the minutes of the Council Briefing of 25 February 2014*
2. *the minutes of the Ordinary Council Meeting of 25 February 2014*
3. *The minutes of the Council Forum of 11 March 2014*

**MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Curnow**

That Council confirm:

1. the minutes of the Council Briefing of 25 February 2014
2. the minutes of the Ordinary Council Meeting of 25 February 2014
3. The minutes of the Council Forum of 11 March 2014

**Carried**

**2.2 REVIEW OF ACTION SHEET**

**SUMMARY**

Approval of Action Sheet.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Core business 8: Compliance

File No: 02/01/001

Attachment: 2.2 Action Sheet

**RECOMMENDATION**

*That Council receive and note the Action Sheet.*

**MOTION**

**Moved: Cr Condliffe**

**Seconded: Cr Curnow**

That Council receive and note the Action Sheet.

**Carried**

UNCONFIRMED

### 3. **COUNCILLORS' REPORTS**

#### 3.1 **MAYORAL REPORT**

##### **SUMMARY**

Approval of the Mayoral Report.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core business 1: Leadership
File No:	02/01/001
Attachment:	Nil

##### **RECOMMENDATION**

*That Council receive and note the Mayoral Report.*

<b>Municipal Association of Victoria</b>	
<b>Section 86 Committees:</b> Donaldson Park Committee of Management, Wedderburn Community Centre Committee of Management, Wedderburn Engine Park Committee of Management, Wedderburn Mechanics Institute Hall Committee of Management, Wedderburn Tourism Inc.	
<b>Audit Committee</b>	
27/2/14: Attended Internal Audit Committee meeting at Wedderburn	
<b>Other Council Activities</b>	
<b>DATE</b>	<b>Activity</b>
28/2/14	Attended seminar at Boort, organised by Loddon Shire, where farmers were presented with a farming diversification opportunity with information regarding poppy growing
4/3/14	Attended Anzac Centenary seminar in Melbourne chaired by Ted Ballieu where themes for celebrating the occasion were explained
6/4/14	Attended Wedderburn Community Bank Steering Committee meeting where the next step in the process was discussed concerning the conduct of the community survey. This is to demonstrate that the community is in fact supportive of the project
8/3/14	Had the pleasure of being the guest speaker at the reunion of past students of the former Wedderburn Higher Elementary School

9/3/14	Attended the Wedderburn Detector Jamboree presentation where I had the pleasure of presenting a gift from the Loddon Shire of a small gold nugget to the lucky recipient
11/3/14	Chaired a Council Forum at Wedderburn
14/3/14	Attended meeting at MAV offices in Melbourne of the Rural Councils Victoria Executive Committee. Some serious discussion needs to be held with all 38 member Councils concerning the role and future direction of RCV.
16/3/14	Attended the Boort Trotting Club cup meeting where the committee again presented an outstanding day of entertainment
17/3/14	Chaired meeting of the Donaldson Park Committee of Management where the committee decided to activate the feasibility study into a significant upgrade of the park's facilities
18/3/14	Attended at Inglewood the official announcement by Minister Drum of the significant redevelopment of the Inglewood railway station precinct including facilities for the IDHS, Workspace Australia, Foodbowl Victoria and the Goldfields Choir
18/3/14	I met with Miranda Pierra of the National Hands Network where she outlined her plans for a cottage based industry making products for a top range fashion brand in the Loddon Region.
18/3/14	Attended meeting at Wedderburn office with Jaala Pulford MLC and Gail Tierney MLC to discuss issues of importance to Loddon Shire
21/3/14	With the Mayor of the City of Greater Bendigo Barry Lyons, I attended the Goldfields Library to view the work of the National Hands Network and to encourage them in their endeavour.
24/3/14	With the CEO, completed interview for Internal Audit Committee position and we will be making our recommendation to Council later today
24/3/14	Had the pleasure of conducting a citizenship ceremony at the Wedderburn office, where one of our staff member, Lorraine Jackson, became an Australian citizen

The Mayor presented each councillor with a hand-knitted poppy from Hands Australia and asked them to wear them on Anzac Day.

**MOTION**

**Moved: Cr Curnow**

**Seconded: Cr Condliffe**

That Council receive and note the Mayoral Report.

**Carried**

UNCONFIRMED

### 3.2 COUNCILLORS' REPORT

#### **SUMMARY**

Approval of Councillors' Reports.

Author: John McLinden – Chief Executive Officer

Council Plan ref: Core business 1: Leadership

File No: 02/01/001

Attachment: Nil

#### **RECOMMENDATION**

*That Council receive and note the Councillors' Report.*

#### **Cr Beattie**

<b>Murray Darling Association</b>	
<b>Rail Freight Alliance</b>	
<b>Section 86 Committees:</b> Boort Aerodrome Committee of Management, Boort Development Committee Inc., Boort Memorial Hall Committee of Management, Boort Resource Information Centre Committee Inc., Boort Tourism Committee Inc., Korong Vale Mechanics Hall Committee of Management, Korong Vale Sports Centre Committee of Management, Little Lake Boort Management Committee Inc., Yando Public Hall Committee of Management	
<b>Recreation Strategy Implementation Steering Committee</b>	
<b>Other Council Activities</b>	
<b>DATE</b>	<b>Activity</b>
3/3/14	Attended Boort Development Committee meeting
5/3/14	Attended planning meeting Nolens Park
11/3/14	Attended Forum Wedderburn
16/3/14	Attended Boort Trotting Cup

18/3/14	Community Plan meeting BRIC
20/3/14	Meeting with Boort Tourism regarding RV Friendly Town
25/3/14	Council Serpentine

**Cr Condliffe**

<b>Calder Highway Improvement Committee</b>	
<b>Section 86 Committees:</b> Bridgewater Memorial Hall Committee of Management, Bridgewater on Loddon Development Committee of Management, Campbells Forest Hall Committee of Management, Inglewood Community Sports Centre Committee of Management, Inglewood Riding Club, Inglewood Lions Community Elderly Persons Units Committee of Management, Inglewood Town Hall Committee of Management, Inglewood Reservoir Committee of Management	
13/3/14: Inglewood Lions Community Elderly Persons Units meeting	
19/3/14: Bridgewater on Loddon meeting	
20/3/14: Campbells Forest meeting	
<b>Australia Day Committee</b>	
<b>Loddon Youth Committee</b>	
<b>Healthy Minds Network</b>	
<b>Other Council Activities</b>	
<b>DATE</b>	<b>Activity</b>
25/2/14	Inglewood and Districts Community Bendigo Bank
27/2/14	Community meeting Dingee Bush Nursing Centre
28/2/14	Inglewood Lions Youth of the Year
6/3/14	Loddon Plains Network Landcare meeting
11/3/14	Council meeting Wedderburn

16/3/14	Kooyoora Womens Network
5/3/14	Loddon Bendigo Network Forum held in Serpentine
4/3/14	Zonta International Womens evening held in Bendigo
11/3/14	Inglewood Resource Community Meeting
18/3/14	Launch announcement of railway station and goods shed of \$755,000 funded by VicTrack
18/3/14	Attended CWA Newbridge
18/3/14	Womens Health Loddon Mallee meeting
25/3/14	Council Serpentine
14/3/14	Loddon Murray Community Leadership Program, Bridgewater

**Cr Curnow**

**Central Murray Region Waste Management Group**

7/3/14: Visited the Central Goldfields Recycling Centre where composting trials are being carried out

**Section 86 Committees:** Eddington Community Centre Committee of Management, Kingower Development and Tourism Committee Inc.

**Municipal Emergency Management Plan Committee and Municipal Fire Prevention Committee**

**Other Council Activities**

DATE	Activity
11/3/14	Council Forum at Wedderburn
13/3/14	Meeting of Laanecoorie Loddon River Recreation Reserve
14/3/14	MAV Emergency Management Advisory Committee meeting in Melbourne

18/3/14	Met with Jaala Pulford Gayle Tierney, MPs at Wedderburn office with Crs Holt and McKinnon
18/3/14	Newbridge Community Planning Meeting
23/3/14	Attended the Waanyarra "back to" reunion, along with about 130 descendants of former residents
25/3/14	March Loddon Shire Council Meeting at Serpentine

**Cr McKinnon**

**North Central Goldfields Regional Library**

**Section 86 Committees:** Dingee Progress Association, East Loddon Community Centre Committee of Management, Mitiamo Municipal Recreation Reserve Committee of Management, Pyramid Hill Memorial Hall Committee of Management, Pyramid Hill Swimming Pool Committee of Management, Serpentine Bowls and Tennis Pavilion and Reserve Committee of Management

**Nature Tourism Advisory Team**

**Other Council Activities**

DATE	Activity
27/2/14	Dingee Bush Nursing Centre Community meeting to discuss management options
28/2/14	East Loddon Investiture Assembly – I was invited to speak to the students on community leadership
5/3/14	Nature Tourism Advisory Team met with Parks officers in Koondrook to inspect Canoe Trail signage on Gunbower Creek
11/3/14	Council Forum in Wedderburn
17/3/14	Dingee Community Planning meeting with Tim Jenkyn
18/3/14	Met with MPs Jaala Pulford and Gayle Tierney in Wedderburn who were interested in hearing about issues affecting Loddon Shire
18/3/14	Serpentine Recreation Reserve Community Planning meeting and update on hall

	progress
19/3/14	Pyramid Hill Neighbourhood House meeting – still waiting on DHS to draw up an agreement for use of Kelly St units
19/3/14	Pyramid Hill Progress Association – Tim Jenkyn discussed our Community Plan and the Rural Water project for a greener township
21/3/14	Bendigo Health and CLLM – Health Info evening in Calivil with family entertainment and BBQ
22/3/14	East Loddon Lions Photofest – exhibition of photography from Loddon Shire. ELC has made steel display frames for the Lions Club which can also be hired out. Hoping to make it an annual event
25/3/14	Council meeting in Serpentine

**MOTION**

**Moved: Cr Beattie**

**Seconded: Cr McKinnon**

That Council receive and note the Councillors' Report.

**Carried**

## 4. **DECISION REPORTS**

### 4.1 **REVIEW OF DELEGATIONS**

#### **SUMMARY**

Council approval is sought for a revised set of delegations following their review.

Author	Lynne Habner, Executive Assistant
Council Plan ref:	Core business 8: Compliance
File no:	18/01/003
Attachment:	Updated Loddon Shire Council Instrument of Delegation to The Chief Executive Officer Updated Loddon Shire Council Instrument of Delegation to Members of Council Staff

#### **RECOMMENDATION**

*That Council:*

1. *In the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached instrument of delegation, resolves that:*
  1. *There be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.*
  2. *The instrument comes into force immediately the common seal of Council is affixed to the instrument.*
  3. *On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.*
  4. *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.*
  5. *It is noted that the instrument includes a power of delegation to members of Council staff, in accordance with section 98(3) of the Act.*
2. *In the exercise of the powers conferred by section 98(1) of the Act and the other legislation referred to in the attached instrument of delegation, resolves that:*
  1. *There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.*
  2. *The instrument comes into force immediately the common seal of Council is affixed to the instrument.*
  3. *On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.*
  4. *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.*

#### **PREVIOUS COUNCIL DISCUSSION**

In September 2012, Council reviewed all of its delegations, authorisations and appointments.

In March 2013, Council approved delegation of the powers, functions and duties under the Marine Safety Act 1988.

### **BACKGROUND**

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

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

Due to the ever changing nature of legislation, Council has subscribed to a service by Maddocks legal firm that regularly reviews all applicable delegations, authorisations and appointments. As a result, presentation of new delegations, authorisations and appointments has become a regular process for Council.

### **ISSUES/DISCUSSION**

The attached amended delegations have been updated in accordance with advice provided by Maddocks in 2013.

### **COSTS/BENEFITS**

Adoption of the recommendation will not have any financial impacts.

### **RISK ANALYSIS**

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

### **CONSULTATION AND ENGAGEMENT**

Council's CEO and Directors were consulted during the review of delegations.

**MOTION**

**Moved: Cr Condliffe**

**Seconded: Cr McKinnon**

That Council:

1. In the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached instrument of delegation, resolves that:
  1. There be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.
  2. The instrument comes into force immediately the common seal of Council is affixed to the instrument.
  3. On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.
  4. 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.
  5. It is noted that the instrument includes a power of delegation to members of Council staff, in accordance with section 98(3) of the Act.
2. In the exercise of the powers conferred by section 98(1) of the Act and the other legislation referred to in the attached instrument of delegation, resolves that:
  1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
  2. The instrument comes into force immediately the common seal of Council is affixed to the instrument.
  3. On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.
  4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

**Carried**

## 4.2 AUDIT COMMITTEE MEETING FEBRUARY 2014

### **SUMMARY**

This report provides Council with an overview of the Audit Committee meeting held in February 2014.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic enabler: Effective and efficient operating systems and procedures
File no:	06/02/003
Attachment:	<ul style="list-style-type: none"> <li>(a) Audit Report – Review of business continuity planning</li> <li>(b) VAGO Report: Rating practices in local government</li> <li>(c) VAGO Report: Local government: results of the 2012-2013 audits</li> <li>(d) Report of Audit Committee’s activities for 2013</li> <li>(e) Section 86 committees compliance report</li> </ul>

### **RECOMMENDATION**

*That Council:*

1. *receives and notes the:*
  - a) *Audit Committee Meeting February 2014 Report*
  - b) *Report of Audit Committee’s activities for 2013*
  - c) *Victorian Auditor-General’s Report: Rating practices in local government*
  - d) *Victorian Auditor-General’s Report: local government results of the 2012-2013 audits*
  - e) *Section 86 committees compliance report*
2. *endorses the performance improvement recommendations documented in the Audit Report – Review of Business Continuity Planning.*

### **PREVIOUS COUNCIL DISCUSSION**

Council was provided with a summary of the November 2013 Audit Committee Meeting at the Ordinary Meeting held on 9 December 2013.

### **BACKGROUND**

The Audit Committee was created under Section 139 of the Local Government Act 1989, which states that “Council must establish an audit committee”.

The committee is made up of four independent community members, and Cr Gavan Holt, as Council’s representative. Council’s Chief Executive Officer and Director Corporate Services attend the meetings in an advisory capacity.

The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for:

- The enhancement of the credibility and objectivity of internal and external financial reporting
- Effective management of financial and other risks and the protection of Council assets
- Compliance with laws and regulations as well as use of best practice guidelines
- The effectiveness of the internal audit function
- The provision of an effective means of communication between the external auditor, internal audit, management and the Council
- Facilitating the organisation’s ethical development
- Maintaining a reliable system of internal controls.

In order to provide a structured approach and ensure that the committee addresses each of its responsibilities, an annual calendar of actions and an internal audit review program are established each year, and these guide the activities of the committee.

### **ISSUES/DISCUSSION**

Items included on the meeting agenda for February 2014 were:

- audit report for the review of business continuity planning
- assessment of the agenda format which remains unchanged
- annual report of committee's activities for 2013
- VAGO Report: Review of rating practices in local government
- VAGO Report: local government: results of the 2012-2013 audits
- Section 86 committees compliance report, which is a new standing item for the agenda
- overview of the Local Government Performance Reporting Framework
- staff presentation by Manager Works about his role and the current works program.

Other items on the agenda included the following standing items:

1. Fraud Report
2. Major Lawsuits
3. Monthly Finance Report
4. Risk Management Report.

The committee was also provided with an overview of the Outstanding Action List which showed that Council had 29 outstanding actions to be completed, with 4 added to the list from the Review of Financial Policies and Procedures, and 12 completed during the period.

The next audit review will be asset management registers (with financials), and the results will be provided to the committee at the 22 May 2014 meeting.

### **COSTS/BENEFITS**

There are costs associated with the audit 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 committee members and Council officers.

### **CONSULTATION AND ENGAGEMENT**

Nil

**MOTION**

**Moved: Cr Curnow**

**Seconded: Cr Condliffe**

That Council:

1. receives and notes the:
  - a) Audit Committee Meeting February 2014 Report
  - b) Report of Audit Committee's activities for 2013
  - c) Victorian Auditor-General's Report: Rating practices in local government
  - d) Victorian Auditor-General's Report: local government results of the 2012-2013 audits
  - e) Section 86 committees compliance report
2. endorses the performance improvement recommendations documented in the Audit Report – Review of Business Continuity Planning.

**Carried**

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### 4.3 REVIEW OF STRATEGIC DOCUMENT, POLICY AND PROCEDURE FRAMEWORK

#### **SUMMARY**

Report seeks Council adoption of the revised Strategic Document, Policy and Procedure Framework

Author: Lynne Habner, Executive Assistant

Council Plan ref: Strategic enabler: Effective and efficient operating systems and procedures

File no: 02/04/001

Attachment: Revised Strategic Document, Policy and Procedure Framework

#### **RECOMMENDATION**

*That Council adopt the revised Strategic Document, Policy and Procedure Framework.*

#### **PREVIOUS COUNCIL DISCUSSION**

The Strategic Document, Policy and Procedure Framework (the Framework) was last revised and adopted by Council in March 2013.

#### **BACKGROUND**

The Internal Audit Committee received an audit review of Financial Policies and Procedures in October 2013. Its findings and recommendations included two actions relating to the Framework:

- The Framework to be amended to incorporate a process flow for procedures (finding that the flow chart for development, approval and review processes did not include procedures in the Framework).
- The Framework to be amended to guide staff in providing stronger links to other documents (finding 33% of the financial documents reviewed were not linked to relevant financial policies or procedures).

#### **ISSUES/DISCUSSION**

In response to these recommendations to the Internal Audit Committee, the flowchart at Appendix 1 has been amended to include procedures in the process, and notes relating to including links to relevant documents.

Amendments have also been made to the section on procedures to include the process for review.

#### **COSTS/BENEFITS**

Nil.

#### **RISK ANALYSIS**

Nil.

#### **CONSULTATION AND ENGAGEMENT**

During this review of the Framework, all staff who may use, develop or review policies, procedures or strategic documents were consulted on the proposed changes, and were asked to provide any other feedback on the document.

No other changes resulted from this consultation.

**MOTION**

**Moved: Cr Curnow**

**Seconded: Cr Beattie**

That Council adopt the revised Strategic Document, Policy and Procedure Framework.

**Carried**

UNCONFIRMED

#### 4.4 FINANCE REPORT FOR THE PERIOD ENDING 28 FEBRUARY 2014

##### **SUMMARY**

This report provides Council with financial information for the period ending 28 February 2014.

Author	Deanne Caserta, Manager Financial Services
Council Plan ref:	Strategic enabler: Sound financial management protocols
File no:	08/06/001
Attachment:	Finance Report for Period Ending 28 February 2014

##### **RECOMMENDATION**

*That Council:*

1. *receives and notes the 'Finance Report for the period ending 28 February 2014*
2. *approves budget revisions included in the report for internal reporting purposes only*
3. *approves the supplementary valuations of rateable and non-rateable properties in respect of the 2013/14 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2013/14.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with Finance Reports on a monthly basis.

##### **BACKGROUND**

The Finance Report for the period ended 28 February 2014 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the 2013/14 Budget, and includes operating results, capital expenditure and funding sources. It also provides a focus report.

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

- splitting of parcels into new rateable assessments
- development of vacant or unproductive land (urban and rural)
- consolidation of separate rateable assessments into one assessment
- re-assessment of property valuations arising from objections to the initial valuation
- additions and cancellations of licences (grazing and water frontages)
- change of use
- covenant on Title
- area amendment
- change of Australian Valuation Property Classification Code (AVPCC)
- supplementary valuation correction.

##### **ISSUES/DISCUSSION**

Nil.

**COSTS/BENEFITS**

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed along with an accurate representation of property valuations is reflected in Council's rating system and the distribution of rate notices for the year 2013/14.

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

**RISK ANALYSIS**

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

**CONSULTATION AND ENGAGEMENT**

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

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

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

**MOTION**

**Moved: Cr Curnow**

**Seconded: Cr McKinnon**

That Council:

1. receives and notes the 'Finance Report for the period ending 28 February 2014
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2013/14 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2013/14.

**Carried**

#### 4.5 HEAVY VEHICLE CHARGING AND INVESTMENT REFORM

##### **SUMMARY**

Introduces Council to the Heavy Vehicle Charging and Investment Reform program being investigated for implementation by the federal government.

Author	Ian McLauchlan, Director Operations
Council Plan ref:	Core business 5: Providing quality infrastructure
File no:	14/01/001
Attachment:	MAV HVCI Program Brief

##### **RECOMMENDATION**

*That Council:*

1. *Notify the MAV of its intention to participate in the HVCI reform project and pursue establishment of a regional road group.*
2. *Liaise with surrounding municipalities to identify similar interests in establishing a regional road group, considering participation within a defined group which would maximise Loddon's likely chance of success in attracting HVCI funds.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council have not previously discussed this matter.

##### **BACKGROUND**

During the recent Council of Australian Governments (COAG) meeting in December 2013, the federal government's Heavy Vehicle Charging and Investment (HVCI) Reform project was singled out as a priority transport and productivity improvement initiative.

As stated within the MAV briefing paper attached, the HVCI project is planned to be introduced over the next few years (subject to federal government approval) as part of a major heavy vehicle reform program involving the establishment of national legislation for heavy vehicles and substantial changes to existing road funding arrangements.

In summary, the HVCI project is focussed towards the capture and distribution of heavy vehicle charges currently collected by the federal government and incorporated into consolidated revenue, redirecting these funds (some \$3 Billion annually) towards specific regional road projects aimed at improving access, safety and efficiency of road transport operations.

The HVCI reform project proposes that the charges imposed upon operators of heavy vehicles (i.e. vehicles over 4.5t) will be dedicated entirely to road improvements, including for the first time local roads, establishing a clear and transparent linkage between what is collected and what is spent.

If the reform program is approved by the federal government, it is expected that funds collected will be allocated according to road use and forecast need, rather than utilising a formula-based approach. For local roads, funding will be allocated to priorities as agreed by regional groups of Councils working in conjunction with other stakeholders. A HVCI Infrastructure Co-ordinator established in each state will oversee the process on a state-wide basis.

A final report to the federal government will be made in late 2014 by the HVCI Reform group. The federal government's Standing Council on Transport and Infrastructure (SCOTI), comprising all the nation's transport Ministers, has directed the HVCI group to develop a detailed implementation plan by May 2014, with a final decision to be made by late 2014.

## **ISSUES/DISCUSSION**

Currently, Victoria is the only state without regional road groups in place. The HVCI Reform Group has clearly identified an expectation that for the proposed reform to work, establishment of regional road groups across Victoria will be required.

It is expected that these groups will commission regional road/transport strategies which contain prioritised listings of required road related infrastructure improvements so as to enable better access and service levels for heavy vehicles across the arterial and local road networks.

Given the focus on the transport industry on the delivery of first mile last mile projects, the MAV and local government have been identified as the primary stakeholders in this reform as opposed to the state road authority. It is however expected, and necessary, that VicRoads play a key role and provide substantial input into the development of regional transport strategies as the efficient and safe operation of the arterial network is a critical component of the overall efficiency of road transport operations.

The HVCI project board have flagged the intention that the HVCI funding for local roads will be distributed to regional groups of councils rather than individual councils. Whilst the reform offers the opportunity to secure and utilise significant additional funding for key local and arterial roads across the nation, it is important that existing funding streams such as grants commission allocations and programs such as roads to recovery are not compromised.

With the aim of progressing the initial feasibility assessment phase of the HVCI reform, each region has been asked to consider the establishment of a regional road group as soon as possible, and report their position to the MAV by March 31, 2014. It is not expected that councils will have formed their regional road groups by this date but rather provide a commitment to do so. Matters which need to be considered in formalising the regional group include:

- identification of the regional groups boundaries
- identification of member councils within each group
- participation of non-LG representatives

## **COSTS/BENEFITS**

Participation in the HVCI reform project including associated regional road group has the potential to offer a number of benefits to Council. These benefits include:

- opportunity to access additional road funding for the upgrade, renewal or improvement of the local and arterial road network within Loddon and the surrounding region
- ability to influence local and regional investment decisions based on transport network priorities
- identification of priority local and regional transport improvement priorities.

At this point in time no requirement for a financial commitment from Council has been identified however it is envisaged that once the regional road group is established either a direct financial or resource contribution shall be required to complete the necessary strategic transport planning.

## **RISK ANALYSIS**

Failure to participate in the HVCI reform project could result in Loddon Shire missing out on a valuable funding opportunity for the upgrade of important freight routes within the Shire. At this time however until the federal government formally approve this initiative; there is no commitment of any return on the investment of time or resources to progress the formation of the regional road group.

## **CONSULTATION AND ENGAGEMENT**

Council officers are liaising with the MAV as the peak body for local government in Victoria. Consultation with surrounding municipalities shall also be required to establish a relevant regional road group. Engagement with the transport industry and the state road authority shall also be a key element in establishing an effective and productive group.

**MOTION**

**Moved: Cr Curnow**

**Seconded: Cr Condliffe**

That Council:

1. Notify the MAV of its intention to participate in the HVCI reform project and pursue establishment of a regional road group.
2. Liaise with surrounding municipalities to identify similar interests in establishing a regional road group, considering participation within a defined group which would maximise Loddon's likely chance of success in attracting HVCI funds.

**Carried**

UNCONFIRMED

#### 4.6 LONG TERM FINANCIAL PLAN JULY 2014 TO JUNE 2024

##### **SUMMARY**

This report seeks Council approval of the Long Term Financial Plan July 2014 to June 2024.

Author	Deanne Caserta, Manager Financial Services
Council Plan ref:	Core business 6: Financial stability
File no:	07/01/007
Attachment:	Draft Long Term Financial Plan July 2014 to June 2024

##### **RECOMMENDATION**

*That Council adopts the Long Term Financial Plan July 2014 to June 2024.*

##### **PREVIOUS COUNCIL DISCUSSION**

The Long Term Financial Plan (LTFP) was presented to Council in a detailed low level financial format for discussion at the Council Forum held on 11 February 2014.

##### **BACKGROUND**

The Local Government Act (1989) states that one of Council's roles is to maintain the viability of the Council by ensuring that resources are managed in a responsible and accountable manner (Sections 3C (2)(a) and 3D (2)(c)).

Although there is no legislative requirement to undertake and approve a LTFP, it is considered best practice to do so. It is also a requirement as part of the budget process for Council to provide reports for five years, including the budget year, for its Budgeted Income Statement, Budgeted Standard Balance Sheet, Budgeted Standard Cash Flow Statement and Budgeted Standard Capital Works Statement.

##### **ISSUES/DISCUSSION**

The 2013/14 Adopted Budget has been used as the base year for the LTFP calculations.

Each of Council's strategic documents and plans were assessed to identify actions contained in them, and their cost and timing throughout the plan. These have been built into the LTFP along with recurrent income and expenditure, which have been based on historical data and known factors affecting future cost changes.

There is an accumulated deficit of \$2.96 million over the life of the plan, which equates to an average annual deficit of \$296K.

Council acknowledges the deficit position and will consider strategies to manage the shortfall over the life of the plan which may include:

- recognising savings on an ongoing basis
- amending service levels if required
- reviewing reserve strategies
- reviewing borrowing strategy
- deferring major projects where funding is not successful.

##### **COSTS/BENEFITS**

By preparing a LTFP, Council has a valuable document that will enable financial planning into the long term and therefore determine whether service levels and community expectations are able to be fully funded.

A high deficit result may require a shift in expectation and/or service levels in some areas of Council business and although this is not the case in this LTFP, it may apply to future plans.

**RISK ANALYSIS**

To undertake this LTFP, a comprehensive approach was taken to consolidate and integrate the various financial strategies and plans of Council.

Council needs to be fully aware of the full cost involved in adopting new plans and strategies and how the costs impact long term finances.

The risk of not undertaking a LTFP is that Council's financial sustainability may be compromised.

**CONSULTATION AND ENGAGEMENT**

The process is co-ordinated by the Finance Department and involved intense scrutiny for all accounts at a low level by the Management Executive Group.

**MOTION**

**Moved: Cr McKinnon**

**Seconded: Cr Condliffe**

That Council adopts the Long Term Financial Plan July 2014 to June 2024.

**Carried**

#### 4.7 APPOINTMENT OF AUDIT COMMITTEE MEMBER

##### **SUMMARY**

This report seeks Council's approval to appoint Jo Haw to the Audit Committee for the period 1 May 2014 to 30 April 2018.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic enabler: Effective and efficient operating systems and procedures
File no:	06/02/003
Attachment:	Nil

##### **RECOMMENDATION**

*That Council appoints Jo Haw to the Audit Committee for the period 1 May 2014 to 30 April 2018.*

##### **PREVIOUS COUNCIL DISCUSSION**

Nil

##### **BACKGROUND**

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

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

The Audit Committee Charter outlines the terms of community members, and Mrs Jo Haw's term ends on 30 April 2014.

##### **ISSUES/DISCUSSION**

The recruitment process for the vacant position commenced with advertisements in the Bendigo Advertiser and Loddon Times. The term of the vacancy is 1 May 2014 to 30 April 2018.

At the time of preparing this report applications were still open.

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

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

Therefore, upon close of applications, each application will be assessed, and if necessary, interviews held by the Mayor and Chief Executive Officer who will provide a recommendation to Council of the most appropriate candidate at the Ordinary Meeting of Council to be held on Tuesday 25 March 2014.

##### **COSTS/BENEFITS**

There are no direct costs associated with this resolution.

##### **RISK ANALYSIS**

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

**CONSULTATION AND ENGAGEMENT**

Nil.

**MOTION**

**Moved: Cr Condliffe**

**Seconded: Cr Curnow**

That Council appoints Jo Haw to the Audit Committee for the period 1 May 2014 to 30 April 2018.

**Carried**

UNCONFIRMED

#### 4.8 PLANNING SCHEME AMENDMENT C36 – RURAL ZONES REVIEW

##### **SUMMARY**

Recommends that Council consider submissions to Amendment C36 and request appointment of an independent panel.

Author	Tyson Sutton, Manager Planning and Local Laws
Council Plan ref:	Strategic Platform 2: Grow our population through appropriate development
File no:	13/01/003
Attachment:	Summary of Submissions Public Submissions

##### **RECOMMENDATION**

*That Council:*

1. *considers the submissions to Amendment C36*
2. *changes Amendment C36 as recommended in the attached summary*
3. *request the appointment of an independent panel to consider submissions that are not supported.*

##### **PREVIOUS COUNCIL DISCUSSION**

Council discussed this matter at its ordinary meeting of 23 April 2012 and resolved to adopt the Loddon Shire Rural Zones Review 2012 and prepare the associated amendment to the Loddon Planning Scheme.

##### **BACKGROUND**

Agriculture is the most significant economic activity within the Loddon Shire in terms of both value and employment. It is also the dominant land use across the municipality. The Farming Zone is designed to protect farmland for productive uses.

The Farming Zone is the most extensively applied zone in the Loddon Planning Scheme and has a strong influence on the economy and ongoing development of the Shire. The zone was introduced in June 2007 by a Ministerial Amendment without any strategic assessment of its application. As such it is considered to have been inappropriately applied in several locations. In response Council undertook a review of the application of the rural zones across the Shire.

At its ordinary meeting of April 2012 Council adopted the Loddon Shire Rural Zones Review 2012 which contained a number of recommendations for changes to the Loddon Planning Scheme. Amendment C36 seeks to introduce those changes.

##### **ISSUES/DISCUSSION**

The exhibition of Amendment C36 was conducted between 6 February 2014 and 6 March 2014. This is an essential step in the planning scheme amendment process as it ensures that any person who may be affected by a proposed amendment (either as the owner or occupier of land which is to be the subject of changed planning scheme provisions) or who may be affected by changes on other land, is aware of the proposal and has the opportunity to make submissions about the proposal. Following exhibition, the Planning and Environment Act 1987 requires the Planning Authority (Council) consider any submissions received.

Fourteen submissions to Amendment C36 have been received, two from statutory authorities (Goulburn-Murray Water and North Central Catchment Management Authority) and 12 from property owners. A summary of the submissions along with the each individual submission are provided as attachments to

this report. Of the 14 received, submissions from the North Central Catchment Management Authority and three land holders do not seek changes to the amendment.

Goulburn-Murray Water generally supports the amendment but has requested that land in their ownership be included in the Public Use Zone rather than the Rural Living Zone as exhibited. This land is associated with the Laanecoore reservoir. The request is considered reasonable for the most part given the existing use and ownership of the land and should be supported. However, parcels included in their request and located on the banks of the reservoir are considered better included in the Public Conservation and Resource Zone. Goulburn-Murray Water has advised that they are satisfied by this arrangement.

Seven submissions object to the proposed rezoning. These relate exclusively to land identified to be rezoned to the Rural Conservation Zone. The general grounds of these objections are that the land is, or is intended to be used for agricultural production.

Amendment C36 proposes to apply the Rural Conservation Zone to areas identified as having significant environmental or conservation values. This value is largely in the form of remnant vegetation that creates biolinks between areas of protected land. Most of these areas are not currently farmed, and should not be commercially farmed as this would compromise these values. Submission number 8 (as identified in the attached summary) seeks the removal of land from the amendment. The land identified is included in the Rural Conservation Zone and is located at the northern end of the Wedderburn Wychitella Road precinct. The request is considered reasonable as the Responsible Authority is currently considering a planning permit application to re-subdivide the land and the removal of the land from the amendment would align the zone boundary with that of the property.

There were two submissions seeking changes to the amendment that did not offer an objection. One seeks inclusion of additional land in the Rural Living Zone and planning protection for potential future wind energy facilities and the other seeks to be able to subdivide land identified for inclusion on the Rural Conservation Zone.

The inclusion of additional land in the Rural Living Zone is beyond the scope of the amendment which seeks to acknowledge existing land used for rural lifestyle purposes not to create a new supply. The land in question is currently farmed and has no rural living activities conducted upon it. A specific protection for a wind energy resource is available within the Victorian Planning Provisions, it is not however considered appropriate in this instance. The control is specifically for resources of State significance. The use of land for alternative energy production (including wind energy) was considered within the Loddon Shire Rural Zones Review 2012 which found there was limited potential for large scale wind energy production within the Shire.

A minimum lot size of forty hectares has been specified for the Rural Conservation Zone. Subdivision is unlikely to enhance conservation values of the identified land. Any reduction in the minimum lot size for the Rural Conservation Zone would be inconsistent with the strategic basis of the amendment as represented by the Loddon Shire Rural Zones Review 2012.

After considering a submission which requests a change to the amendment, the planning authority must do one of three things:

- (a) change the amendment in the manner requested; or
- (b) refer the submission to a panel appointed by the Minister to hear submissions; or
- (c) abandon the amendment or part of the amendment.

#### **COSTS/BENEFITS**

Council is responsible for all reasonable costs associated with the conduct of an independent panel. Allowance has been made in the 2013/2014 budget for panel hearing costs.

#### **RISK ANALYSIS**

Failure to provide appropriately zoned land throughout the Shire may result in lost development opportunities.

**CONSULTATION AND ENGAGEMENT**

Amendment C36 was exhibited between 6 February 2014 and 6 March 2014. Exhibition included:

- Publication in the Victorian Government Gazette
- Publication in the Bendigo Advertiser
- Publication in the Loddon Times
- Direct mail to prescribed ministers and surrounding landholders
- Copies of the Amendment and supporting documents being available at the Council Offices and on the Department of Planning and Community Development websites.

No submitters have asked to be heard by Council.

**MOTION**

**Moved: Cr Curnow**

**Seconded: Cr Beattie**

That Council:

1. considers the submissions to Amendment C36
2. changes Amendment C36 as recommended in the attached summary
3. request the appointment of an independent panel to consider submissions that are not supported.

**Carried**

#### 4.9 2011 FLOOD MARKER AND PICTORIAL SIGNAGE

##### **SUMMARY**

Council approval is sought for the final design of pictorial display and the location of each flood recovery marker installation.

Author	Robyn Vella, Manager Tourism
Council Plan ref:	Strategic Platform 4: Make our towns liveable and memorable
File no:	11/01/006
Attachment:	Signage design

##### **RECOMMENDATION**

*That Council:*

1. *Approve the proposed template for flood pictorial signage*
2. *Approve the proposed flood marker locations*

##### **PREVIOUS COUNCIL DISCUSSION**

At the Council meeting in October 2013 Council moved to have pictorial display boards constructed for each flooded community including artwork and flood markers.

Council was presented at the December forum with flood marker signage and draft pictorial signage. Councillors suggested that the display be large enough to be eye-catching, using several photos for each display.

##### **BACKGROUND**

As a result of significant flood damage sustained in January 2011, a flood recovery committee was formed to co-ordinate the community flood recovery effort within the Loddon Shire.

The Committee developed a list of recovery actions and assigned responsibilities for delivery to key agencies. Among other actions that Loddon Shire Council had been assigned was the development and delivery of flood marker signage.

Funding was secured for the project and to enable the design, manufacturing and installation of the explanatory markers and pictorial display.

##### **ISSUES/DISCUSSION**

Each flood marker will consist of two plates; the first as a narrative and regional map of the extent of the flood, with the other as a pictorial display based on the location in which it is installed (example attached).

Each plate is 450mmx450mmx3mm, with the total size of the marker being 900mm x 450mm as installed.

Twenty flood marker signs (narrative and map) have been completed but not installed. Twenty pictorial flood signs are required.

The Loddon Shire has a photo bank of images submitted from local residents of the 2011 Flood. The photographer's image selected will be recognised on the pictorial signage of that particular area.

Signs are to be installed at various locations whereby previously selected by Council staff and the Flood Recovery Committee. When installed the signs are to be either free standing or attached to an existing wall.

Attached are the Flood Marker signs and the Laanecoorie pictorial flood sign. The Laanecoorie pictorial flood sign is the template for a further 19 signs but with different images of specific flood locations.

Selected locations for the flood marker and pictorial signage are listed below.

Town	Proposed Signage sites	Alternative
Eddington	Community hall	
Laanecoorie	Viewing area near dam wall	Janevale Bridge
Tarnagulla	Community Centre	Soldiers park
Newbridge	Landscaped area opposite the pub (Progress Park)	Newbridge Hall where information boards are located
Bridgewater	Swimming Hole	
Inglewood	Garden behind Bendigo Bank	
Wedderburn	Wayside stop/rest area	
Serpentine	Rudkins Reserve Shelter	Pon Pon
Korong Vale	Borella Park	Mechanics Hall
Bears Lagoon	Wayside stop	
Jarklin	Near golf club	
Dingee	Progress Park	Memorial wall
Calivil	Hall	Indicated that in the hall or if the shire felt appropriate on the wall of the new toilet block as this is where it would be seen by all
Mitiamo	Phelan Park	
Boort	Wayside Stop	To be incorporated into the new area in Nolan park redevelopment
Durham Ox	Riverside fishing platform	
Pyramid Hill	Kelly Street Park (near hall)	Kelly Street Park opposite side of the street
Yarrowalla	Hall	

#### **COSTS/BENEFITS**

Costs are incurred through the Flood Recovery Funding. The flood markers and pictorial signage will provide information for the communities which relates to the 2011 floods for locals and visitors to view.

#### **RISK ANALYSIS**

The risk to council is the ongoing funding for maintenance of the signs. The signs may portray a negative image to potential newcomers and visitors to the region.

### **CONSULTATION AND ENGAGEMENT**

The 2011 Flood Recovery Committee initiated and endorsed the production of flood markers. Consultation has occurred internally with the Loddon Shire Manager Community Planning and previous Flood Recovery Committee members to select possible sites to locate each marker.

The Committee will be provided with final copies of signage for information.

#### **MOTION**

**Moved: Cr Curnow**

**Seconded: Cr McKinnon**

That Council:

1. Approve the proposed template for flood pictorial signage
2. Approve the proposed flood marker locations

**Carried**

UNCONFIRMED

**5. INFORMATION REPORTS**

**5.1 INWARDS CORRESPONDENCE**

**SUMMARY**

Relevant correspondence received by Council since previous meeting.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Strategic enabler: Transparent communication

File No: various

Attachment: Copies of inwards correspondence

**RECOMMENDATION**

*That Council receives and notes the Inwards Correspondence.*

<b>Date</b>	<b>From</b>	<b>Subject</b>
10/2/14	Department of Justice	Commencement of the Recognition and Settlement Agreement between the State and the Dja Dja Wurrung traditional owner group
4/3/14	Department of Environment and Primary Industries	Expression of interest for General Member – Dhelkunya Dja Land Management Board
3//3/14	Department of Environment and Primary Industries	Dja Dja Wurrung Camping Authorisation Order

**MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Condliffe**

That Council receives and notes the Inwards Correspondence.

**Carried**

## 5.2 MONTHLY PLANNING ACTIVITY REPORT

### **SUMMARY**

Provides Council with an update on planning applications currently under consideration and a register of planning permits issued between 13-02-2014 and 07-03-2014.

Author	Amy Lanfranchi, Planning Officer
Council Plan ref:	Strategic Platform 2: Grow our population through appropriate development
File no:	02/01/001
Attachment:	List of Active Planning Applications List of Applications Approved under Delegation

### **RECOMMENDATION**

*That Council receive and note the monthly Planning Activity Report.*

### **PREVIOUS COUNCIL DISCUSSION**

Council is provided with a monthly report identifying the status of planning applications currently under consideration or those permits which have been issued within the preceding month.

### **BACKGROUND**

The Loddon Shire's Planning Scheme sets out Council's objectives for the Shire with regard to land use and development via the Municipal Strategic Statement and Local Policies, and specifies which uses and developments require planning approval via zones and overlays.

As the responsible Authority it is Loddon Shire Council's duty to administer and enforce its planning scheme.

### **ISSUES/DISCUSSION**

The associated attachments provide Council with a full list of planning applications currently under consideration and those planning permits issued between 13-02-2014 and 07-03-2014.

### **COSTS/BENEFITS**

Encouragement of appropriate development within the Shire is considered to offer a variety of benefits including population growth, economic diversity and development, infrastructure improvement or increased community and private services.

### **RISK ANALYSIS**

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

**CONSULTATION AND ENGAGEMENT**

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process.

**MOTION**

**Moved: Cr McKinnon**

**Seconded: Cr Curnow**

That Council receive and note the monthly Planning Activity Report.

**Carried**

UNCONFIRMED

## 6. **COMPLIANCE REPORTS**

### 6.1 **DISBANDMENT OF BOORT RESOURCE AND INFORMATION CENTRE COMMITTEE OF MANAGEMENT**

#### **SUMMARY**

This report seeks Council's approval to disband the Boort Resource and Information Centre Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/011
Attachment:	Nil

#### **RECOMMENDATION**

*That Council:*

1. *disbands the Boort Resource and Information Centre Committee of Management*
2. *creates a formal management agreement with Boort Resource and information Centre Inc. for use of the BRIC building in Godfrey Street, Boort.*

#### **PREVIOUS COUNCIL DISCUSSION**

Council adopted a Section 86 Committee of Management Policy at the Ordinary Meeting held on 28 January 2014.

#### **BACKGROUND**

Council has a number of Section 86 committees of management that are also incorporated entities. The new Section 86 Committee of Management Policy includes clauses that states that Council will only create a new committee where there is no incorporated entity undertaking the same role, and Council will disband a committee where an incorporated entity approaches Council about undertaking the role of a committee.

Following adoption of Council's new policy, every Section 86 committee of management was corresponded with and asked to contact Council if they believed that they were both an incorporated entity and a Section 86 committee to discuss future action in relation to their status.

#### **ISSUES/DISCUSSION**

The Boort Resource and Information Centre (BRIC) is an incorporated entity, and is also a Section 86 committee of management. The incorporated entity undertakes a range of functions as a resource centre, while the Section 86 committee exists to manage the Council owned facility at Godfrey Street, Boort.

Discussions were held with a representative of BRIC about the anomaly created by the new policy. It was determined that this could be overcome by:

- disbanding the Section 86 committee for BRIC
- creating a formal management agreement with BRIC Inc. for use of the BRIC building in Godfrey Street, Boort.

As a single user of the building, there is no real requirement for a Section 86 committee (which works best where a facility is co-located by more than one committee) and a formal management agreement

could replace the current objectives and duties outlined in BRIC's Section 86 committee of management delegation, and a separate agreement that Council currently has in place for use of the facility.

The BRIC committee supports this approach and at a meeting held on 17 February 2014, resolved to disband the Section 86 committee.

**COSTS/BENEFITS**

There are no direct costs associated with this resolution.

The benefit is removal of the anomaly of an incorporated entity and a Section 86 committee of management existing for the same committee, and alignment with Council's newly created policy.

**RISK ANALYSIS**

Section 86 committees of management have strict governance actions that assist to ensure that Council oversees that they are operating within delegation and within the Local Government Act 1989 requirements.

By disbanding the Section 86 committee status and replacing it with a formal management agreement, the reporting requirements will be lessened; however, Council can document minimum reporting requirements within the formal management agreement.

**CONSULTATION AND ENGAGEMENT**

A representative from BRIC has been communicating with Council about this report, and a formal resolution of the committee was passed about disbanding the committee.

**MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Condliffe**

That Council:

1. disbands the Boort Resource and Information Centre Committee of Management
2. creates a formal management agreement with Boort Resource and information Centre Inc. for use of the BRIC building in Godfrey Street, Boort.

**Carried**

**6.2 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – AMENDMENT TO BOORT AERODROME COMMITTEE OF MANAGEMENT**

**SUMMARY**

This report seeks Council's approval of amendment to membership of the Boort Aerodrome Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/007
Attachment:	Nil

**RECOMMENDATION**

*That Council appoints Adam Wright as an additional member of the Boort Aerodrome Section 86 committee of management, effective immediately, for the 2013/2014 reporting cycle.*

**PREVIOUS COUNCIL DISCUSSION**

Council approved the Boort Aerodrome committee membership at the Ordinary Meeting held on 28 October 2013.

The full committee appointed at the time was:

<b>Name</b>	<b>Position</b>
Darren Allison	Joint President
Peter Eicher	Joint President
Harry Brindley	Secretary
Madeline Scott	Treasurer
Campbell Chalmers	Committee Member
Ken Loader	Committee Member
Ray Stomann	Committee Member
Jamie Whitmore	Committee Member

**BACKGROUND**

Since then the committee has contacted Council asking that Adam Wright be added to the committee list, as he was omitted from the list.

This report recommends that Adam Wright be added to the list above.

**ISSUES/DISCUSSION**

Nil

**COSTS/BENEFITS**

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

**RISK ANALYSIS**

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

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

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

### **CONSULTATION AND ENGAGEMENT**

Council has been advising committees in writing of the requirement to provide the list of committee members nominated at their Annual General Meeting, which requires Council approval.

#### **MOTION**

**Moved: Cr Beattie**

**Seconded: Cr McKinnon**

That Council appoints Adam Wright as an additional member of the Boort Aerodrome Section 86 committee of management, effective immediately, for the 2013/2014 reporting cycle.

**Carried**

### 6.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – BOORT PARK

#### **SUMMARY**

This report seeks Council's approval of the membership of Boort Park Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/046
Attachment:	Nil

#### **RECOMMENDATION**

*That Council:*

1. *appoints the names provided in this report as members of the Boort Park Section 86 committee of management, effective immediately, for the 2013/2014 reporting cycle*
2. *writes to Boort Park Section 86 Committee of Management inviting nominations for Boort College and Boort Cricket Club.*

#### **PREVIOUS COUNCIL DISCUSSION**

Boort Park is a new Section 86 committee of management, with its first instrument of delegation signed and sealed by Council on 28 January 2014.

#### **BACKGROUND**

This is the first report for appointment of nominated committee members for the newly created committee.

#### **ISSUES/DISCUSSION**

Boort Park is an organisation based committee. The following table includes representatives from each of the nominated organisations, as well as two community representatives:

<b>Organisation</b>	<b>Group represented</b>
Ken Loader	Boort Agricultural and Pastoral Society
Marjorie Potter	Boort Agricultural and Pastoral Society
No nomination	Boort College
No nomination	Boort College
No nomination	Boort Cricket Club
No nomination	Boort Cricket Club
John Byrnes	Boort District Harness Racing Club
Ray Stonman	Boort District Harness Racing Club
Michael Fitzpatrick	Boort Football Club
Gordon Parker	Boort Football Club
Jacqui Verley	Boort Hockey Club
David Meadows	Boort Hockey Club
Stacey Rhook	Boort Netball Club
Judy Parker	Boort Netball Club
John Nelson	Community Representative
Barry Kennedy	Community Representative

Although the membership list is long, there are two member organisations that are currently not represented on the committee.

To ensure that those member bodies have the opportunity to provide nominations for the committee, a letter will be sent to Boort Park asking whether there are representatives for those committees to be appointed.

### **COSTS/BENEFITS**

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

### **RISK ANALYSIS**

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

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

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

### **CONSULTATION AND ENGAGEMENT**

Nil.

### **MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Curnow**

That Council:

1. appoints the names provided in this report as members of the Boort Park Section 86 committee of management, effective immediately, for the 2013/2014 reporting cycle
2. writes to Boort Park Section 86 Committee of Management inviting nominations for Boort College and Boort Cricket Club.
3. appoints Cr Neil Beattie as the Council appointed representative for the Boort Park Section 86 Committee of Management

**Carried**

## 7. GENERAL BUSINESS

### MOTION

**Moved: Cr Beattie**

**Seconded: Cr McKinnon**

That the following items be treated as urgent business.

**Carried**

### 7.1 WASTE AND RESOURCE RECOVERY GOVERNANCE REFORM

#### SUMMARY

This report outlines Councils involvement in the transition from the current "Central Murray Regional Waste Management Group" model for waste and resource recovery to the new "Loddon Mallee Waste and Resource Recovery Region" model.

Author: David Fry Manager Infrastructure

Council Plan ref: Core business 8. Compliance

File no: 15/05/005

Attachment: Central Murray Regional Waste Management Group letter requesting member contribution  
Central Murray Regional Waste Management Group letter requesting asset transfer  
Minister for Environment and Climate Change letter requesting Council representative

#### RECOMMENDATION

*That Council:*

1. *Nominates a Councillor representative for the Loddon Mallee Local Government Waste Forum.*
2. *Agrees in writing to the transfer of the Loddon Shire Councils share of the net assets from the current Central Murray Regional Waste Management Group to the new Loddon Mallee Waste and Resource Recovery Group, subject to all current member councils committing*
3. *Refers an allocation of \$5,125 for the Loddon Mallee Waste and Resource Recovery Group to the 2014-2015 Budget*
4. *Receives and notes the location of proposed office locations in the new region*
5. *Requests the executive officer of the current Central Murray Regional Waste Management Group to present an update of the process at the April forum.*

#### PREVIOUS COUNCIL DISCUSSION

Nil

#### BACKGROUND

In early 2013 the Minister for Environment and Climate Change established a Ministerial Advisory Committee (MAC) to advise of the required governance changes to facilitate the implementing *Getting Full Value: the Victorian Waste and Resource Recovery Policy*. The government has accepted most of the recommendations, including consolidating the current twelve Regional Waste Management Groups (RWMGs) into six new Waste and Resource Recovery Groups (WRRGs).

Subject to parliamentary approval the current Central Murray, Calder and Mildura waste regions will form a new Loddon Mallee Waste and Resource Recovery Region. Each new group will have eight directors appointed by the Governor in Council on the recommendation of the Minister.

The new Loddon Mallee region will be made up of the following councils:

- Mildura
- Swan Hill
- Buloke
- Gannawarra
- Loddon
- Bendigo
- Mount Alexander
- Macedon Ranges

It is proposed that there would be three office locations in the new region. The primary office is proposed to be in Wedderburn with other offices in Woodend and Mildura.

### **ISSUES/DISCUSSION**

As stated above each of the new WRRGs will have eight directors. Four of the directors will be appointed by the Minister, based on their skill, knowledge and experience, and four directors will be recommended to the Minister for appointment based on the recommendation from regional forums to be held in late April.

Each of the six regions will have a Regional Local Government Waste Forum. These forums will be established under the *Environment Protection Act 1970*. Their roll will include the development of processes to nominate representatives for inclusion on the board, procedures to fill any vacancies should they arise and to act as a conduit for consultation between the WRRRG and local government as well as the WRRRG board.

Council has been requested to nominate a Councillor representative to attend a Loddon Mallee Local Government Waste Forum. Loddon's representative will be one of eight Councillor representatives, one from each member council, four of which will be recommended to the minister for inclusion on the board of the new region.

The Central Murray Regional Waste Management Group has recently made two requests of Council. The first request relates to preparations to enable the cessation of the Central Murray RWMG operations by 31 July 2014. The constitution of the group states that the net asset of the group is to be distributed to the member councils upon wind up.

The Central Murray RWMG is requesting that each member council transfers its share of the net asset to the new Loddon Mallee WRRG. This request is appropriate as long as all current member councils agree and that these assets are recognised as a member contribution for the new group.

The second request was seeking support for the continued member contribution for the 2014 – 2015 financial year. The budget allocation for this contribution based on previous allocations would be \$5,125. On 1 August 2014 the new Loddon Mallee WRRG will be in place and it is unknown what if any financial support will be requested of Council. It is therefore recommended that an allocation of \$5,125 be referred to the 2014-15 Budget.

It is proposed that the current Executive Officer of the Central Murray RWMG presents Council with an update of the process at Council's April Forum.

### **COSTS/BENEFITS**

Unknown at this stage, but may have financial implications in the future.

### **RISK ANALYSIS**

Unknown at this stage as it depends on how the government sees where the financial support for these groups should come from.

**CONSULTATION AND ENGAGEMENT**

Nil

**MOTION**

**Moved: Cr Condliffe**

**Seconded: Cr McKinnon**

That Council:

1. Nominates Councillor Curnow to be the Councillor representative for the Loddon Mallee Local Government Waste Forum.
2. Agrees in writing to the transfer of the Loddon Shire Councils share of the net assets from the current Central Murray Regional Waste Management Group to the new Loddon Mallee Waste and Resource Recovery Group, subject to all current member councils committing
3. Refers an allocation of \$5,125 for the Loddon Mallee Waste and Resource Recovery Group to the 2014-2015 Budget
4. Receives and notes the location of proposed office locations in the new region
5. Requests the executive officer of the current Central Murray Regional Waste Management Group to present an update of the process at the April forum.

**Carried**

UNCONFIDENTIAL

## 7.2 WEED INFESTATION IN SEVEN MONTHS CREEK PYRAMID HILL

Cr McKinnon raised community concerns about the Pyramid Hill creek becoming choked with weeds, posing a flood threat to the community in case of rain.

### **MOTION**

**Moved: Cr McKinnon**

**Seconded: Cr Beattie**

That Council officers contact the North Central Catchment Management Authority seeking a response to Cr McKinnon's correspondence about controlling the weed infestation in Seven Months Creek, Pyramid Hill.

**Carried**

## 7.3 NEWBRIDGE TRAFFIC SAFETY ISSUES

The Newbridge community has raised concerns about the safety of vehicle and pedestrian traffic entering or crossing the Wimmera Highway between the hall, hotel and store, due to difficulty in seeing vehicles approaching over the bridge.

### **MOTION**

**Moved: Cr Curnow**

**Seconded: Cr Condliffe**

That Council officers contact Vicroads about provision of a safety device to warn pedestrians about vehicles approaching from the bridge into the township of Newbridge.

**Carried**

## 7.5 VICTORIAN HONOUR ROLL FOR WOMEN

### **MOTION**

**Moved: Cr McKinnon**

**Seconded: Cr Condliffe**

That Council write a letter of congratulations to Mrs Merna Curnow on her inclusion on the Victorian Honour Roll for Women.

**Carried**

## 8. **CONFIDENTIAL ITEMS**

Closing of Meeting to the Public

### **RECOMMENDATION**

*That the meeting be closed to the public.*

#### **MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Condliffe**

That the meeting be closed to the public at 4.40pm

**Carried**

## 8.1 **REVIEW OF ACTION SHEET**

#### **MOTION**

**Moved: Cr Condliffe**

**Seconded: Cr Curnow**

That Council receive and note the Action Sheet.

**Carried**

## 8.2 **PLANNING & LOCAL LAWS COMPLIANCE ACTIVITY**

#### **MOTION**

**Moved: Cr Beattie**

**Seconded: Cr Curnow**

That Council receives and notes the Planning & Local Laws Compliance report.

**Carried**

## 8.3 **LODDON VALLEY EGGS ODOUR COMPLAINTS**

#### **MOTION**

**Moved: Cr McKinnon**

**Seconded: Cr Condliffe**

That Council receives and notes the results of officers' investigations into recent odour complaints associated with the operation of the Loddon Valley Eggs facility located on Fantasy Road, Bridgewater.

**Carried**

**8.4 DETAILS OF PROPOSED PACKAGED CARE TRANSITION**

<b><u>MOTION</u></b>	
<b>Moved: Cr Curnow</b>	<b>Seconded: Cr McKinnon</b>
That Council receive and note the report on the proposed transition of the Packaged Care Program to meet the requirements of the aged care reform.	
<b>Carried</b>	

**8.5 EXTENSION OF BANKING AND BILL PAYMENT SERVICES CONTRACT: CONTRACT NO. 166**

<b><u>MOTION</u></b>	
<b>Moved: Cr Beattie</b>	<b>Seconded: Cr Curnow</b>
That Council approves the option for a short term extension of 12 months under Clause 2.2.2.1 of the Banking and Bill Payment Services Contract, Contract No. 166.	
<b>Carried</b>	

<b><u>MOTION</u></b>	
<b>Moved: Cr Condliffe</b>	<b>Seconded: Cr McKinnon</b>
That the meeting be re-opened to the public at 5.15pm	
<b>Carried</b>	

**NEXT MEETING**

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

There being no further business the meeting was closed at 5.18pm.

Confirmed this.....day of..... 2014

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