



Date: Tuesday, 26 June 2018
Time: 3pm
Location: Council Chambers, Serpentine

MINUTES

Ordinary Council Meeting

26 June 2018

**MINUTES OF LODDON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, SERPENTINE
ON TUESDAY, 26 JUNE 2018 AT 3PM**

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

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

1 OPENING PRAYER

“Almighty God, we humbly ask you to bless this Council, direct and prosper its deliberations towards the true welfare of your people of the Shire of Loddon.”

2 ACKNOWLEDGEMENT OF COUNTRY

“The Loddon Shire Council acknowledges the Traditional Custodians of the land on which we are gathered and pays its respects to their Elders both past and present.”

3 APOLOGIES

Nil

4 DECLARATIONS OF CONFLICT OF INTEREST

Nil

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES****File Number:** 02/01/001**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm:

1. The minutes of the Council Briefing of 22 May 2018
2. The minutes of the Ordinary Council Meeting of 22 May 2018
3. The minutes of the Council Forum of 12 June 2018

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2018/68

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council confirm:

1. The minutes of the Council Briefing of 22 May 2018
2. The minutes of the Ordinary Council Meeting of 22 May 2018
3. The minutes of the Council Forum of 12 June 2018

CARRIED

6 REVIEW OF ACTION SHEET

6.1 REVIEW OF ACTIONS

File Number: 02/01/002

Author: Lynne Habner, Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: 1. Action sheet

RECOMMENDATION

That Council receive and note the action sheet.

REPORT

Refer attachment.

RESOLUTION 2018/69

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

CARRIED

7 MAYORAL REPORT**7.1 MAYORAL REPORT****File Number:** 02/01/001**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Mayoral Report

REPORT

The Mayor will present a report at the meeting.

Cr McKinnon**North Central Goldfields Regional Library**

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

Nature Tourism Advisory Team**Other Council activities**

DATE	Activity
24/5/18	Meals on Wheels volunteer "thank you" lunch in Pyramid Hill
25/5/18	GLC meeting in Bendigo
26/5/18	Attended the gala opening of the new section of the Bendigo Stadium, which can seat 4000 patrons and is a fantastic addition to the region
29/5/18	I took part in a promotional video for the proposed business hub in Marong, which was filmed in Bridgewater. The rest of the day was spent with "The Project" team in Pyramid Hill filming the Filipino migration success story and culminated in a Filipino/Aussie banquet at the Senior Citizens clubrooms. The episode went to air the following week and has attracted interest from across the country.
30/5/18	Phil Pinyon and myself met with Peter Walsh in Pyramid Hill to discuss our

	priority projects.
1/6/18	Attended the East Loddon Lions changeover dinner in Dingee.
4/6/18	The planting of the Separation Tree took place in Boort, attended by Cr Beattie and myself, Phil Pinyon and staff and some local residents.
5/6/18	NCLLEN Board meeting in Charlton
6/6/18	Headed off to Cobram for the MRGC dinner and meeting the following day. The MRGC launched their report and video on the social impact of the Murray Darling Basin Plan on communities in northern Victoria. This attracted much attention from the media as MINCO were meeting the following day.
12/6/18	Nature Tourism meeting following our Council Forum in Wedderburn.
14/6/18	Murray Darling Association met in Wedderburn for their Region 3 meeting.
15/6/18	Loddon Campaspe Councils met in Wedderburn followed by the MAV Rural North Central meeting.
17/6/18	Set off for Canberra where we spent the next three days at the National Summit.
22/6/18	Attended the Wedderburn Lions Club changeover dinner.
26/6/18	Council meeting, Serpentine.

RESOLUTION 2018/70

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council receive and note the Mayoral Report

CARRIED

8 COUNCILLORS' REPORT**8.1 COUNCILLORS' REPORTS**

File Number: 02/01/001

Author: Lynne Habner, Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council receive and note the Councillors' reports

REPORT

Each Councillor will present a report at the meeting.

Cr Beattie

Murray Darling Association	
Rail Freight Alliance	
GMW Connections Project:	
Section 86 Committees: Boort Aerodrome Committee of Management, Boort Development Committee Inc., Boort Memorial Hall Committee of Management, Boort Park Committee of Management, Korong Vale Mechanics Hall Committee of Management, Korong Vale Sports Centre Committee of Management, Little Lake Boort Management Committee Inc., Yando Public Hall Committee of Management	
Other Council activities	
DATE	Activity
22/5/18	Attended Council Serpentine
5/6/18	Attended Connections Consultative Committee meeting
12/6/18	Attended Council Forum Wedderburn
17/6/18 – 20/6/18	National General Assembly Canberra
26/6/18	Council meeting Serpentine

4/6/18	Planting of Separation Tree
12/6/18	Attended Bendigo Health Foundation Board Meeting.

Cr Condliffe

Calder Highway Improvement Committee	
Section 86 Committees: Bridgewater on Loddon Development Committee of Management, Campbells Forest Hall Committee of Management, Inglewood Community Sports Centre Committee of Management, Inglewood Lions Community Elderly Persons Units Committee of Management, Inglewood Town Hall Hub Committee of Management, Jones Eucalyptus Distillery Site Committee of Management	
Australia Day Committee	
Central Victorian Greenhouse Alliance	
Central Victoria Rural Women's Network	
Healthy Minds Network	
Loddon Youth Committee	
Other Council activities	
DATE	Activity
22/5/18	Inglewood and District Community Bank Meeting
23/5/18	Loddon Plains Landcare meeting, Serpentine
24/5/18	Biggest Morning Tea Kamarooka
29/5/18	Meeting for the Bridgewater station
29/5/18	Bridgewater Foreshore meeting
2/6/18	Meeting for Bridgewater community and shown the plan of the proposed

	plans for the Foreshore
4/6/18	Womens Health Loddon Mallee Bendigo
5/6/18	Official Opening of Mixed Golf 4. Bridgewater is celebrating 90 years.
5/6/18	I attended the NCLLA meeting in Charlton.
6/6/18	Kooyoora Womens Dinner held in Bridgewater
7/6/18	Loddon Plains Landcare meeting held in Serpentine
11/6/18	Neighbourhood Watch meeting, Inglewood
12/6/18	Council Forum Wedderburn
12/6/18	Inglewood Resource Centre meeting
18/6/18	Dingee Bush Nursing Centre Board meeting
20/6/18	Healthy Minds Network meeting, Tarnagulla
21/6/18	Womens Health Loddon Mallee Bendigo
22/6/18	Lions Club changeover, St Arnaud
26/6/18	Council meeting, Serpentine

Cr Curnow

Loddon Mallee Waste Resource Recovery Group	
Section 86 Committees: Kingower Development and Tourism Committee	
Municipal Emergency Management Plan Committee and Municipal Fire Management Plan Committee	
Other Council activities	
DATE	Activity
28/5/18	Attended LMWRRG Forum at Wycheproof
1/6/18	Attended LMWRRG Board meeting in Melbourne

8/6/18	Attended MAV Emergency Management meeting in Melbourne
12/6/18	Attended Loddon Shire Council Forum at Wedderburn
13-14/6/18	Attended 2 day Enviro Convention held at MCG in Melbourne
20/6/18	Met with Steven Phillips, Glenn Harvey and David Price to discuss with Simon Morrison removal of equipment on Eddington roadside.
16/6/18	Attended LVFN League match at Newbridge
23/6/18	Attended LVFN League match at Pyramid Hill
26/6/18	June Council Meeting at Serpentine.

Cr Holt

Municipal Association of Victoria	
Section 86 Committees: Donaldson Park Committee of Management, Wedderburn Community Centre Committee of Management, Wedderburn Engine Park Committee of Management, Wedderburn Mechanics Institute Hall Committee of Management, Wedderburn Tourism Committee of Management	
Audit Committee	
Other Council activities	
DATE	Activity
26/5/18	Attended Wedderburn vs Charlton winter sports program at Wedderburn
12/6/18	Attended Council Forum in Wedderburn
15/6/18	Attended Municipal Association of Victoria Rural North Central Region meeting in Wedderburn
16/6/18	Attended Wedderburn v St Arnaud winter sports program at St Arnaud
17/6/18 to 20/6/18	Attended National General Assembly of local government in Canberra. Record numbers of over 800 attendees with 240 Councils represented.
23/6/18	Attended Wedderburn v Birchip winter sports program at Wedderburn.

RESOLUTION 2018/71

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council receive and note the Councillors' reports

CARRIED

9 DECISION REPORTS

9.1 PLANNING APPLICATION 5342- USE AND DEVELOPMENT OF THE LAND FOR GOLD MINING.

File Number: 5342
Author: Alexandra Jefferies, Planning Officer
Authoriser: Glenn Harvey, Manager Development and Compliance
Attachments: 1. MIN5510
2. P Lee objection
3. Q & A response

RECOMMENDATION

That Council issue a notice of decision to approve planning application 5342.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

There have been no previous Council discussions on this matter.

BACKGROUND

Applicant details

Keith Whitehouse

14 Brodie Street, Quarry Hill, Bendigo VIC

Fiddlers Creek Mining Company PL in association with Truelight Mining PL and GMB Gold Ltd

Application summary

Planning application 5342 was lodged 9 February 2018 proposing the use and development of a 3.25 ha area within the area of MIN (mining license) 5510 for an open pit gold mining operation (see attachment: MIN5510), located within the Harvest Home State Forrest. The operation is proposed to last between 5 - 6 months, initial rehabilitation inclusive. The open pit's foot print is proposed to be 1.017 ha at a maximum depth of 35 metres.

The pit will be established via drill and blast method, the work plans indicate that blasting will be done in 'campaigns' of 5 - 10 metres with maximum depth being achieved with "ideally less than eight blasts" (Fiddlers Mining Company Pty Ltd, MIN5510 Work Plan, p.12, 2017). The proposed hours of operation will be between 7 am and 6 pm weekdays.

Min 5510 is a mining license area located within the Harvest Home State Forest (see photo: 1). MIN 5510 has a total of 312 ha. Planning application 5342 is proposing to mine a 3.25 ha area within Min 5510; future mining works outside of Min 5510 Work Plan are not within the scope of this application. Works other than what is being assessed by planning application 5342 and contained within Min 5510 Work Plan will require further planning approval.

The site will be accessed via Harvest Home Road (Council road) and then Harvest Home Track (within State Forrest). Approximately 885 metres of Council's road network (Harvest Home Road) will be accessed for the lifespan of the project. The vehicle movements are listed as:

- up to six vehicles entering/exit the site daily at peak time

- an approximate additional 4 light vehicle movements throughout the day.

During ore cartage a number of trucks will be required to access the site. This will be the operation's peak time for traffic volumes. These are listed as:

- approximately 16 trucks per day over a 58 day period
- vehicle configuration will be truck only or truck-and-dog.

Vehicles associated with the project will then access the VicRoads network via the Dunolly-Moliagul Road.

The development will include 1.2 ha of native vegetation clearance which is exempt under Clause 56.16-6:

Native vegetation that is to be removed, destroyed or lopped to the minimum extent necessary by the holder of an exploration, mining, prospecting, or retention license issued under the Mineral Resources (Sustainable Development) Act 1990:

- *in accordance with a work plan approved under Part 3 of the Mineral Resources (Sustainable Development) Act 1990.*

As a part of the work plan approval process, the work plan will be sent to and discussed by a number of authorities. This plan has received statutory endorsement by the following authorities:

- Department of Environment, Land, water and Planning
- Goulburn Murray Water
- Environmental Protection Authority
- North central Catchment Management Authority
- Country Fire Authority
- Loddon Shire Council

As such Councils planning officer does not have the power to refer a planning application to these authorities but is able to consider the comments provided as a result of this purpose.

The applicant has not provided details where the materials will be processed and has only indicated it is likely to be within Central Goldfields Shire.

Subject Site and locality

The subject site (see figure 1 & figure 2) is zoned Public Use and Conservation Zone (PCRZ) and is covered by the Bushfire Management Overlay, Erosion Management Overlay, and the Environmental Significance Overlay 2. The area within the proposed works site has been historically used for mining purposes with a cleared area and existing open cut area.

The nearest residential dwellings are located along Harvest Home Road approximately 1.36 km to the south west of the area proposed to be mined.

Figure 1 *Locality air photograph*

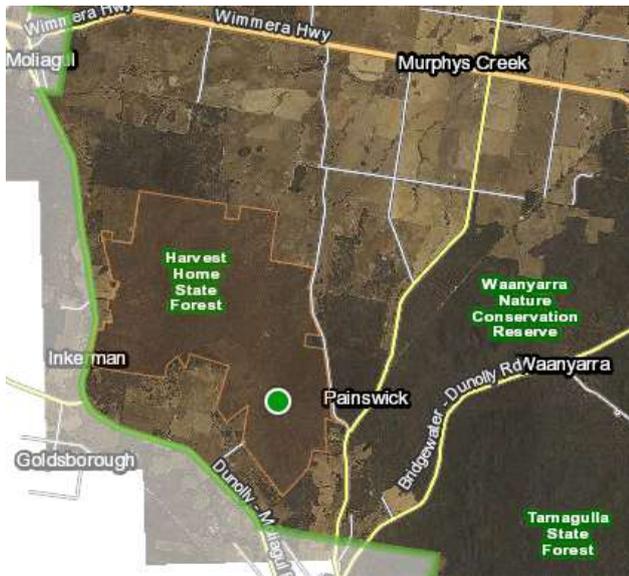
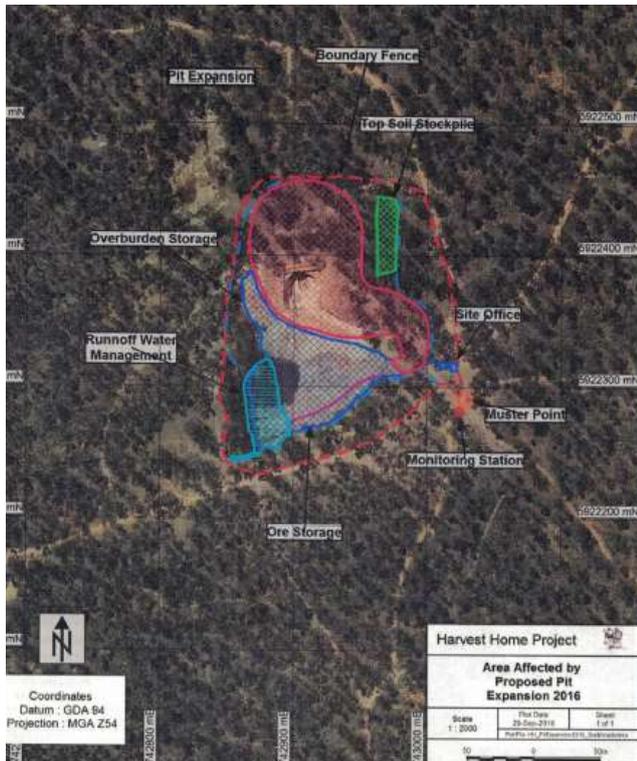


Figure 2 Site photo (MIN 5510 Work Plan, p.g 31)



Loddon Planning Scheme

36.03 Public Conservation and Resource Zone

The subject site is within the PCRZ, the purpose of which is to:

- Implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To protect and conserve the natural environment and natural processes for their historic, scientific, landscape, habitat or cultural values.
- To provide facilities which assist in public education and interpretation of the natural environment with minimal degradation of the natural environment or natural processes.

- To provide for appropriate resource based uses.

44.01- Erosion Management Overlay

The subject site is covered by the EMO, of which the purpose is:

- Implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To protect areas prone to erosion, landslip or other land degradation processes, by minimising land disturbance and inappropriate development.

44.06 Bushfire Management Overlay

A planning permit is not required under the BMO as there are no buildings and works associated with the uses listed in 44.06-2 of the Loddon Planning Scheme.

42.01- Environmental Significance Overlay 2

The subject site is covered by the ESO2, of which the purpose is:

- Implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To identify areas where the development of land may be affected by environmental constraints.
- To ensure that development is compatible with identified environmental values.

52.08 Earth and Energy Resource Industry

The proposal triggers a planning permit under particular provision 52.08 of the Loddon Planning Scheme, of which the purpose is:

- To encourage land to be used and developed for exploration and extraction of earth and energy resources in accordance with acceptable environmental standards.
- To ensure that mineral extraction, geothermal energy extraction, greenhouse gas sequestration and petroleum extraction are not prohibited land uses.
- To ensure that planning controls for the use and development of land for the exploration and extraction of earth and energy resources are consistent with other legislation governing these land uses.

ISSUES/DISCUSSION

Notification

The application was advertised to the nearest residents along Harvest Home Road and two residents within the adjoining shire of Central Goldfields. Council received 1 written objection to the proposal (see attachment: P. Lee objection). The objection was based on the following grounds:

- The leaching/run off of dangerous chemicals and other pollutants directly into the dam which services the private property.
- The negative impact the proposal will have on the natural environment and the public's use of the state forest for walking and other activities.
- The impact that the proposal will have on the amenity of the area through heavy vehicle movements and presents within the area.

- The impact on Harvest Home Road that vehicles associated with the development accessing the state forest.

The applicant prepared a document in response to the objection (see attachment: Q & A response)

Discussion

The applicant has stated that no chemicals will be used and that material containing gold will be processed off site at another location.

It is considered that the proposed mining development will result in some environmental impacts; this is the nature of mining proposals. Rehabilitation of the site will be undertaken as per the approved work plan. The site will be re-vegetated with suitable species including Red Ironbark, Red Stringy Bark. Top soils from the area will be stockpiled to be used in the rehabilitation process. Plants will be propagated from the immediate area for use in rehabilitation where possible.

Rehabilitation also includes the re-stabilisation of the pit area (including the bulk sample pit). This includes the back filling of the pit; the applicant has stated that it is anticipated that the final landform will aim to reflect what existed pre disturbance. A bond amount is required to be provided by the applicant to the Department of Economic Development, Jobs, Transport and Resources (DEDJTR) which is held until the site is suitably rehabilitated, this includes consultation with Council. The bond amount is determined by DEDJTR and involves an Inspector of Mines consultation with Council's Planning Officer to ensure the amount is satisfactory.

It is considered that when suitably rehabilitated the proposed activity will have little impact on public use of the area. During the operation the mined area will be closed to the public for safety reasons. The applicant has also disclosed that some forest track closure may be required at certain times, however overall public access to the forest is not likely to be significantly disturbed.

Proposed truck movements have been indicated as follows:

Peak traffic movements at the start/end of each day- 6 vehicles entering/exiting the site with an additional 4 light vehicle movements may take place throughout the day.

Maximum vehicle movements will be during the ore cartage period; this will result in approximately 16 truck movements per day over a 58 day period.

Trucks will consist of truck only or truck and dog configuration.

The applicant will be required via permit condition to reinstate the road to its original condition as well as undertake routine maintenance as required by Council.

The proposed peak vehicle movements are proposed to be limited to a 2 month period and the mining activity itself is estimated to last approximately 6 months rehabilitation inclusive. It is considered that the issues raised can be suitably managed via the enforcement of the work plan and planning permit conditions. Ensuring that a mining site is compliant involves a joint effort between an Inspector of Mines (DEDJTR), who is responsible for enforcing the work plan conditions and Council's Planning Enforcement Officer who is responsible for enforcing Council's planning permit conditions.

COST/BENEFITS

The cost of the Planning Officer's assessment of this application is approximately \$7,000. This figure includes:

- site inspection
- communication with the applicant, objector and external authorities
- writing of council report.

It is recognised that there will be some economic benefits to the Loddon Shire however these are expected to be limited due to the following:

- the proposed location of the mine
- the applicant has indicated materials will be processed within Central Goldfields Shire

- the mines proximity to Dunolly township
- the relatively short nature of the project.

RISK ANALYSIS

The main risk associated with this application, if Council is to overturn the officer's recommendation is the applicant challenging Council at VCAT for refusal of the application.

Council also faces the risk of objector(s) challenging a notice of decision to approve an application. In the circumstance of application 5342 it is considered, as stated in the report, that the matters raised by the objector can be adequately managed via planning permit conditions and are unlikely in the opinion of the Planning Officer to result in a refusal by VCAT.

CONSULTATION AND ENGAGEMENT

There has been no formal consultation undertaken. An applicant/objector meeting was requested by the applicant however due to the objector residing outside of the Shire this was considered difficult to arrange. Instead the applicant responded to the objector's concerns in writing and this was passed onto the objector to review (see attachment: Q & A response).

RESOLUTION 2018/72

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

That Council issue a notice of decision to approve planning application 5342.

CARRIED

9.2 PLANNING APPLICATION 5331 - USE AND DEVELOPMENT OF THE LAND AS A DOG BREEDING FACILITY**File Number:** 5331**Author:** Alexandra Jefferies, Planning Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:** 1. Local Laws referral response**RECOMMENDATION**

That a Notice of Refusal be issued for the use of the land for animal keeping (dog breeding and keeping of up to 30 dogs) and associated buildings and works at Lot 1 TP 345311 on the following grounds:

1. The application documentation does not clearly demonstrate compliance with the Code of Practice for the Operation of Breeding and Rearing Businesses.
2. The proposal is likely to have significant amenity impacts as a result of poor siting, lack of adequate separation distances and appropriate screening.
3. The application material provided is not considered to be of adequate quality and is considered to lack information required for an application of this scale.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

There have been no previous Council discussions on this matter.

BACKGROUND

The subject property currently contains infrastructure related to the use of dog breeding/keeping including dog pens and whelping room. The site currently houses approximately 45 dogs. Council's Local Law Officer and the RSPCA have undertaken a number of site inspections and had contact with the applicant for approximately 10 months.

A request for further information was issued on the 5 December 2017 listing 10 items still required in order to assess the application; to date this information has only been partly provided. A site inspection was undertaken on the 19 March 2018.

Proposal/application details

Planning application 5331 was lodged on 21 November 2017 for the use and development of the land as a dog breeding facility (retrospective). The breed of dogs proposed to be kept includes pugs, pugaliers and cavaliers.

The application proposes that 25 entire female and 5 male entire male dogs are kept for the purpose of breeding, as well as proposing buildings and works in order for the facility to achieve compliance with the Code of Practice for the Operation of Breeding and Rearing Businesses (the Code).

The proposed works to the site include:

- Concreting/laying of grass to existing pens

- Extension of current pen heights
- Roofing of some pen areas
- Installation of drains & waste water management system

Subject site and locality

The subject site is located along the Loddon Shire/Central Goldfields border within the Dunolly area. The site is within the Farming Zone and partly covered by the Bushfire Management Overlay. The site is approximately 13.25 ha in size and slopes gently to the south-east.

An existing dwelling and existing dog related facilities are located within the north- western corner of the site (see figure 1 and 2).

Figure 1

Locality of subject site

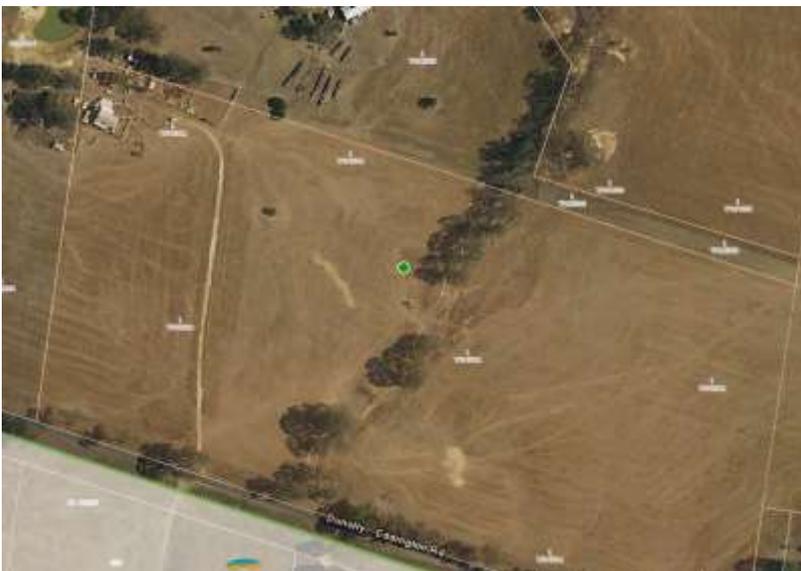


Figure 2

Existing dwelling & infrastructure



Loddon Planning Scheme

35.07-Farming Zone

The subject site is within the Farming Zone, of which the purpose is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

44.04 Bushfire Management Overlay

A planning permit is not required under the Bushfire Management Overlay and the proposed buildings and works are not associated with a use listed in 44.06-2.

ISSUES/DISCUSSION

Notification

The application did not proceed to the public notification stage as the application is being put forward for refusal. Section 52 1A of the Planning & Environment Act 1987 states:

The responsible authority may refuse an application and, if it does so, it does not have to comply with subsections (1) and (1AA).

In this circumstance the Planning Officer chose to exercise the above exemption.

Referrals/referral responses

The application was referred to Animal Welfare section of Agriculture Victoria (Department of Economic Development, Jobs, Transport and Resources) as the 'author' of the Code, however the Department was unable to comment on individual applications.

The application was internally referred to the Local Laws Officer as the delegated officer under the Domestic Animal Act 1994. The proposal is not supported by the Local Laws officer for the following reasons (see attachment: Local Laws referral response):

- outstanding concerns about waste water management and treatment
- the current standards of the facility
- unacceptable buffer distances from neighbouring properties
- lack of the proposal's ability to comply with the Code and the Domestic Animal Act 1994.

Current legislation does not allow Council to grant approval for a Domestic Animal Business (DAB) to a facility with more than 10 dogs. Facilities who want to increase numbers above 10 must first be a registered DAB, with only 10 dogs, and then apply to the Minister for Agriculture for a commercial dog breeding approval. This cannot be done in a retrospective manner.

Reasons for refusal

The planning officer is recommending refusal of the application for the following reasons:

- 1) The proposal does not clearly demonstrate compliance with the Code of Practice for the Operation of Breeding and Rearing Businesses.

It is considered that a substantial amount of work is required to 'upgrade' the facility and achieve code compliance. Although some of these works have been labelled on the site plan e.g. concrete flooring, waste management system, no further detail has been provided. Some aspects on the code including appropriate screening via landscaping have not addressed.

The applicant was also requested to provide an estimated cost of the proposed works in order to establish the correct application fee. This information was not provided as the applicant remained unsure of the costs. This indicates that no quotes/costing have been obtained for the works or materials required to undertake the proposed works.

- 2) The proposal is likely to have significant amenity impacts as a result of poor siting, lack of adequate separation distances and appropriate screening.

The proposed development is not considered to be sited appropriately within the subject site. The current and proposed facility located within 1 metre of the northern boundary and the nearest dwelling is located approximately 150 metres from the infrastructure. This is likely to result in issues such as noise and land use tensions e.g. grazing stock (section 1 use) is likely to be difficult within the close proximity to the dogs. No screening along the nearest adjoining boundary is proposed in order to help manage these issues.

- 3) The application material provided is not considered to be of adequate quality and lacks the information considered acceptable for an animal keeping (dog breeding facility) of this scale.

The proposed use of the land for a 30 dog breeding business is considered to be a large operation. The planning applicant should contain a number of documents which clearly demonstrate how relevant aspects of the proposal will be managed to the satisfaction of the Responsible Authority as well as the Code.

The application documents fail to address the matters raised by the Planning Officer and the Code. The outstanding items are as follows:

- a) A written agreement with sufficient veterinary practitioner(s) which states prompt and sufficient medical treatment is able to be given when required. This must include the provision of 24 hour service provision.
- b) A copy of a health management plan as required by the Code of Practice for the Operation of Breeding and Rearing Businesses 2014
- c) A sufficient waste management plan which details how waste will be managed.
- d) A written response to the Code of Practice for the Operation of Breeding and Rearing Businesses 2014 which demonstrates how the facility will achieve compliance with the Code.

The Code of Practice for the Operation of Breeding and Rearing Businesses (The Code)

The Code of Practice for the Operation of Breeding and Rearing Businesses is enforced under the Domestic Animal Act. Compliance with the Code is assessed and enforced by Council's Local Law Office during the registration and inspections of a Domestic Animal Businesses.

The code is not an incorporated document under the Loddon Planning Scheme, however its use as a guide to achieve good planning outcomes for domestic animal breeding facilities is generally accepted. This is demonstrated in *Robinson v Casey CC* [2009] VCAT 1566 in which the tribunal stated:

"I would be surprised if Dr Robinson (applicant) were not prepared to meet the minimum standards of the Code of Practice for the Operation of Breeding and Rearing Establishments (April 2008) and in my view the permit should require compliance with the standards." (Paragraph 62)

This comment was in response to an application under Section 80 of the Planning and Environment Act 1987 in response to the applicant challenging a planning permit condition which required compliance with The Code.

Council's Local Laws Officer as the delegated officer under the Domestic Animals Act has reviewed the application documents and undertaken a number of site visits and does not consider the proposal to be adequate.

COST/BENEFITS

The cost of the Planning Officer's time for assessing the application is approximately \$7,488; this cost is considered to be non-recoverable through the planning application process. This figure includes:

- undertaking site inspection
- assessing of application material
- written and verbal communication with applicant and internal/external authorities
- writing of Council report.

RISK ANALYSIS

The risk to Council if the proposal is considered and approved is considered as follows:

- reputational risk for allowing below par dog breeding facilities to operate with the Shire
- breach of the Domestic Animal Act 1994
- setting a precedent for future enforcement actions involving dog breeding facilities.

CONSULTATION AND ENGAGEMENT

Consultation and engagement with the applicant included:

- site inspection
- verbal and written communication.

RESOLUTION 2018/73

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That a Notice of Refusal be issued for the use of the land for animal keeping (dog breeding and keeping of up to 30 dogs) and associated buildings and works at Lot 1 TP 345311 on the following grounds:

1. The application documentation does not clearly demonstrate compliance with the Code of Practice for the Operation of Breeding and Rearing Businesses.
2. The proposal is likely to have significant amenity impacts as a result of poor siting, lack of adequate separation distances and appropriate screening.
3. The application material provided is not considered to be of adequate quality and is considered to lack information required for an application of this scale.

CARRIED

9.3 ROADSIDE MANAGEMENT PLAN 2018

File Number: 21/02/001

Author: Indivar Dhakal, Manager Technical Services

Authoriser: Steven Phillips, Director Operations

Attachments:

1. Roadside Management Plan 2018
2. Submission 1 - Nigel & Jenny Elston
3. Submission 2 - Peter Shadwick on behalf of Department of Environment, Land, Water and Planning

RECOMMENDATION

That Council resolve to adopt the Roadside Management Plan 2018.

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 draft Roadside Management Plan (the Plan) was presented to Council to at the March 2018 Ordinary Council meeting seeking approval to publicly advertise the draft Plan for public comment.

BACKGROUND

The Loddon Shire Council is responsible for the management of roadsides to support the safe and efficient function of roads, whilst also maintaining other values and uses such as:

- providing environmental and cultural values
- supporting adjacent land uses, such as agriculture
- fire prevention and emergency management
- providing for utility construction and maintenance.

The development of the Plan is identified as an action in the Loddon Shire Council Plan 2017-2021 under the following strategic objective:

Provide leadership which contributes to the sustainability of our region.

The Plan will be Council's main guiding document to set the direction for roadside management in the municipality. It identifies goals for roadside management in the context of Council's statutory obligations and outlines strategic actions to help achieve these goals.

Council recognises the importance of working with all community, agency and organisational stakeholders with an interest in roadside management to implement the actions and achieve the goals of this Plan. Monitoring the progress and effectiveness of the Plan over time will also be important.

This plan will replace the Loddon Shire Roadside Management Plan that was prepared in December 2000.

ISSUES/DISCUSSION

Following the Council resolution to advertise the Plan seeking public submission, the Plan was advertised in Council's website and Council's office from 14 April 2018 to 11 May 2018. Council

received a submission during this period and one additional submission on 22 May 2018. The submissions are discussed below:

Submission 1 – Nigel and Jenny Elston

The submission was received by Council on 3 May 2018. The issue raised in the submission is in relation to removal of fallen trees following a storm event and collection of firewood from the removed fallen trees following the road clearance. The plan outlines Council's position of not issuing firewood collection permits (Table 14). As far as removal of fallen trees is concerned, pursuant to Section 63 of the Road Management Act 2004, a person must not conduct any works in, on, under or over a road without the written consent of the coordinating road authority. Council is committed to act according to the provisions stipulated in the Road Management Act 2004 for any works conducted in road reserve without a permit. Council officers have responded to the submission.

Submission 2 – Peter Shadwick on behalf of Department of Environment, Land, Water and Planning (DELWP)

DELWP put in a submission past the submission date, however, the admission of the submission was deemed suitable given the longevity of the plan and Council's working relation with DELWP. The comments on the submission are mainly in relation to DELWP's support to a number of actions and guidelines proposed in the Plan (attachment 1). The other issue raised in the submission is relevant to Table 16 of the plan in relation to referring seed collection and revegetation permit to government agencies. The general conditions of the Works Within Road Reserve Permit for the aforementioned activities and any other activities requires the applicant to obtain other necessary permits from Council and other government agencies. Council will include a provision within special condition of the permit requiring the consent from DELWP for any works conducted in road reserve in relation to seed collection and revegetation. I

DELWP's comments in relation to relevant acts and spelling error has been considered and appropriately changed in the plan.

COST/BENEFITS

Costing and funding of actions forms Part D of the attached draft Plan 2018. Where possible, costs within existing resources have been identified and Council commits to actively seek funding for any unfunded actions through State and/or Federal Government.

One of the key benefits of the proposed plan is that the plan will be able to inform the community and stakeholders about the responsibilities and provisions within the existing legislative framework in relation to roadside management. A community handbook is proposed to be prepared for distribution throughout the Shire to inform responsibilities and guidelines around roadside management.

RISK ANALYSIS

One of the key risks identified with the proposed plan is costing of actions not being sufficient to complete the task. The likelihood of the risk is possible and the consequence is insignificant, and as such is considered a low risk as per Council's risk matrix.

The costing of actions identified in the plan (attachment 1) is based on past experience and industry standard guidelines.

On the contrary, not adopting the draft plan could increase the risk in non-compliance with the existing legislative requirements in relation to native vegetation and environmental protection.

CONSULTATION AND ENGAGEMENT

The draft plan has been developed after a series of consultations between multiple stakeholders. An issues and opportunities paper was drafted as a result of a stakeholder engagement session held at Inglewood in May 2017. Subsequently, open house sessions were held at five towns namely Boort, Pyramid Hill, Wedderburn, Inglewood and Newbridge to receive community feedback on the issues and opportunities paper.

In addition, the draft plan was made available for public consultation from 14 April 2018 to 11 May 2018.

RESOLUTION 2018/74

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council resolve to adopt the Roadside Management Plan 2018.

CARRIED

9.4 ADOPTION OF THE 2018/19 BUDGET**File Number:** 07/01/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Loddon Shire Council Budget 2018/19**RECOMMENDATION**

1. That Council:
 - (a) having advertised the Draft Budget and having received no submissions, adopt the 2018/19 Budget.
 - (b) update the Strategic Resource Plan in the Council Plan 2017-2021 to reflect figures included in the 2018/19 Budget.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council was presented with the 2018/19 Draft Budget at a Council Forum on Tuesday 10 April 2018.

Council resolved to advertise the Draft Budget at a Special Council Meeting on Tuesday 8 May 2018.

BACKGROUND

The Draft Budget was placed on public display for 28 days from Monday 14 May 2018 until Friday 8 June 2018, in accordance with the requirements of Section 223 of the Local Government Act 1989 (the Act).

During this period, copies of the Draft Budget were made available for public inspection at the Wedderburn and Serpentine Council Offices, at post offices, neighbourhood houses and resource centres across the municipality, and on Council's website.

Advertisements were placed in the Bendigo Advertiser on Saturday 12 May 2018 and Saturday 19 May 2018 and in the Loddon Times on Tuesday 15 May 2018.

ISSUES/DISCUSSION

No submissions were received during the public display period.

However, during the submission period Council were advised that the Victoria Grants Commission intends to pay 50% of the 2018/19 allocation in June 2018 (within the 2017/18 financial year).

There was also an adjustment necessary to allow for the April 2018 Council Resolution to purchase the Wedderburn and Bridgewater Caravan Parks. As a result, changes were required to the 2017/18 Revised and 2018/19 Draft Budget, with the summary results on the following page.

Comprehensive Income Statement

Version 1 Draft Budget - as advertised

Version 2 Draft Budget – with proposed changes

	NOTES	Forecast Actual 2017/18 \$	Budget 2018/19 \$		NOTES	Forecast Actual 2017/18 \$	Budget 2018/19 \$
Income				Income			
Rates and charges	4.1.1	10,446,656	10,723,126	Rates and charges	4.1.1	10,446,656	10,723,126
Statutory fees and fines	4.1.2	235,954	224,592	Statutory fees and fines	4.1.2	235,954	224,592
User fees	4.1.3	1,613,156	1,509,947	User fees	4.1.3	1,613,156	1,509,947
Grants - operating	4.1.4	6,466,381	10,469,468	Grants - operating	4.1.4	10,705,537	6,230,312
Grants - capital	4.1.4	4,269,478	5,150,945	Grants - capital	4.1.4	4,269,478	5,150,945
Contributions - monetary	4.1.5	85,000	310,000	Contributions - monetary	4.1.5	85,000	310,000
Reimbursements	4.1.6	428,632	333,801	Reimbursements	4.1.6	428,632	333,801
Vic Roads	4.1.7	521,681	534,064	Vic Roads	4.1.7	521,681	534,064
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		-	-	Net gain/(loss) on disposal of property, infrastructure, plant and equipment		-	-
Other income	4.1.8	431,879	375,000	Other income	4.1.8	431,879	375,000
Total income		24,498,815	29,630,943	Total income		28,737,971	25,391,787
Expenses				Expenses			
Employee costs	4.1.9	11,149,293	11,809,431	Employee costs	4.1.9	11,149,293	11,809,431
Materials and services	4.1.10	11,060,536	8,799,238	Materials and services	4.1.10	11,060,536	8,799,238
Bad and doubtful debts		-	-	Bad and doubtful debts		-	-
Depreciation and amortisation	4.1.11	8,976,575	9,200,989	Depreciation and amortisation	4.1.11	8,976,575	9,200,989
Borrowing costs		-	-	Borrowing costs		-	-
Other expenses	4.1.12	304,738	306,172	Other expenses	4.1.12	304,738	306,172
Total expenses		31,491,142	30,115,830	Total expenses		31,491,142	30,115,830
Surplus/(deficit) for the year		(6,992,327)	(484,887)	Surplus/(deficit) for the year		(2,753,171)	(4,724,043)
Other comprehensive income				Other comprehensive income			
Other comprehensive income		-	-	Other comprehensive income		-	-
Total comprehensive result		(6,992,327)	(484,887)	Total comprehensive result		(2,753,171)	(4,724,043)

Although there have been changes to the document in both years, there has been no overall impact to the cash surplus / (deficit) as the forecast actual deficit plus the budgeted deficit in both version 1 and version 2 total \$7,477,214.

These changes to the 2018/19 Draft Budget will also be reflected in the Strategic Resource Plan in the 2017-2021 Council Plan.

COST/BENEFITS

The benefits to Council and the community are that a consultative budget process complies with the Local Government Act 1989, and allows the community to provide feedback to Council on the budget's content.

The budget provides a measure for accurate planning, and ensures that Council can deliver services and projects included in the document.

RISK ANALYSIS

The risk to Council of not discussing and advertising the annual budget is that it will not comply with requirements under the Local Government Act 1989.

CONSULTATION AND ENGAGEMENT

The Local Government Act 1989 requires that the Draft Budget be available for public comment from a period of 28 days after Council advertisement. After the lapsing of 28 days all submissions received must be provided to Council when deliberating on adoption of the 2018/19 Budget.

RESOLUTION 2018/75

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

1. That Council:
 - (a) having advertised the Draft Budget and having received no submissions, adopt the 2018/19 Budget.
 - (b) update the Strategic Resource Plan in the Council Plan 2017-2021 to reflect figures included in the 2018/19 Budget.

CARRIED

9.5 RECOGNITION OF LAND UNDER ROADS

File Number: 08/03/001

Author: Deanne Caserta, Manager Financial Services

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: Nil

RECOMMENDATION

That Council elects to continue to not value Land Under Roads for Council controlled roads acquired before 1 July 2008.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

In 2007 AASB1051 - Land Under Roads (the Standard) was introduced to gain some consistency in the way all Council's recognise and value land under roads.

This standard included four options for valuing these assets.

1. Recognise all roads using the cost method
2. Recognise all roads using the fair value method
3. Only recognise roads acquired after 1 July 2008 using the cost method
4. Only recognise roads acquired after 1 July 2008 using the fair value method.

In July 2007 and May 2008 Council was provided with an overview of the recently introduced requirement to recognise the value of Land Under Roads (LUR).

The May 2008 report included a recommendation from the Internal Audit Committee to Council 'that it elects not to value LUR for Council controlled roads acquired before 1 July 2008'. This decision was endorsed by Council.

BACKGROUND

Further to the introduction of the Standard, Local Government Victoria (LGV) issued a circular (15/11) in 2011 which required all Councils to move to the recognition of all LUR and accounting for them at fair value to bring local governments reporting into alignment with State departments. The LGV requirement was expected that this would assist to achieve better integration of asset information, improve accountability and reliability in decision making. This was to be implemented as soon as practicable, but no later than the 2014/15 financial statements.

LGV issued a further circular (29/2014) in 2014 extending the date to 2017/18.

ISSUES/DISCUSSION

Since the introduction of the Standard, the Local Government Finance Professionals (FinPro) commenced an advocacy campaign to review the LGV requirement as it imposed potentially onerous and costly requirements on Councils, who were already under a cost and resource constrained environment.

After much debate within the industry, on 3 May 2018, the Victorian Auditor General's Office (VAGO) issued their own guidance note which stated '*although consistent and comparable financial reporting is highly desirable they have a view that if it is cost effective to do so, councils should give serious consideration to complying with the intent of the guidance note*'. It also stated

that as long as Council's continue to comply with the Standard (i.e. follow one of the four outlined options), their auditors will continue to issue clear audit opinions.

LGV issued a bulletin (15/2018) in late May in reply to VAGO's guidance note stating that LGV's preference to value LUR is a recommended position and is not mandatory. It further states that Councils should apply the 2011 guidance on LUR where it is possible and cost-effective to do so.

COST/BENEFITS

There would be a significant cost (ranging from \$40K to \$50K) plus extensive staff time to value LUR for Council controlled roads with very little benefit for Council derived.

The benefit of valuing all LUR assets at the fair value method as suggested would bring Council into line with State Government reporting.

To continue the Loddon endorsed approach (to only value those roads acquired after 1 July 2008) there is minimal work required only when these new assets are formed / acquired.

RISK ANALYSIS

With confirmation of position from both the Victorian Auditor General and Local Government Victoria and with guidance on the topic from FinPro, Council are able to ensure that it has the relevant information to make an informed decision around the current and future valuation of LUR. This advice confirms that Council's endorsed approach will not cause its financial statements to be qualified.

CONSULTATION AND ENGAGEMENT

Consultation has occurred with many professional bodies and internal departments since the introduction of the standard in 2011.

Consultation has also occurred with the Technical Services Department who agree with the recommendation provided to Council.

No consultation has been necessary with the community.

RESOLUTION 2018/76

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council elects to continue to not value Land Under Roads for Council controlled roads acquired before 1 July 2008.

CARRIED

9.6 DOMESTIC ANIMAL MANAGEMENT PLAN 2018-2021**File Number:** 04/02/004**Author:** David Price, Local Laws \ Planning Compliance Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:**

1. Public submissions received
2. Domestic Animal Management Plan 2018-2021

RECOMMENDATION

That Council resolve to adopt the Domestic Animal Management Plan 2018-2021

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 draft Domestic Animal Management Plan 2018 – 2021 (“the Plan”) was discussed at the April 2018 Council Forum. A report was presented to its Ordinary meeting held on 24 April 2018, where Council resolved to advertise the Plan for public comment.

BACKGROUND

The *Domestic Animals Act 1994* (“the Act”) Section 68A (1) requires Council to prepare a domestic animal management plan at four year intervals. The existing plan has lapsed and a new/revised plan has been prepared.

Section 68A (2) of the Act describes the methodology and scope of requirements that the plan must address. The plan must:

- set out a methodology to evaluate whether Council’s animal control services are adequate to manage the requirements of the Act and regulations,
- outline programs for the training of authorised officers,
- outline the programs, services and strategies that Council intends to pursue to:
 - promote and encourage responsible pet ownership
 - ensure people comply with the Act and regulations
 - minimise the risk of attacks by dogs on people and animals
 - address any over-population and high euthanasia rates for dogs and cats
 - encourage dog and cat registration
 - minimise the potential for dogs and cats to create a nuisance
 - effectively identify all dangerous, menacing and restricted breed dogs.

The plan must also review any existing orders or local laws which deal with the management of dogs and cats, and undertake a periodic evaluation of the programs, services and strategies identified in the plan. An evaluation of the plan must also be included in Council’s annual report.

ISSUES/DISCUSSION

Following Council’s resolution to advertise the draft Domestic Animal Management Plan for public comment, advertisements were placed in the Bendigo Advertiser and Loddon Times newspapers, with an item also appearing in the Mayoral column. Comment about the Plan was sought through Council’s website and Facebook page, and copies of the Plan were available to view at Council’s

Wedderburn and Serpentine Offices. Submissions were invited up until Friday 18 May 2018. Three submissions were received and are discussed below.

Submission 1 – Carmel Pethick

This submission was received on 4 May 2018. Ms Pethick is an interested resident and is also Council's Community Development Officer.

Feedback suggested a need to develop local volunteer animal foster networks to support animal rehoming programs and to assist animal owners experiencing family violence. A question was also raised about similar support provided during emergency events such as bushfire and floods.

Submission 2 – RSPCA (Carmen Glanville, Community Support/Research Officer)

The RSPCA submission was received by Council on 14 May 2018 and outlined several potential partner project initiatives for inclusion in the Plan. The submission also undertook an assessment of local context and suggested the inclusion of statistical information and current data trends.

Submission 3 – Department of Economic Development, Jobs, Transport and Resources (Lucas Brown, Project Officer – Certification, Pets and Animal Welfare)

Comment was received from the Department of Economic Development, Jobs, Transport and Resources (DEDJTR) on 16 May 2018 which explained that generally only adopted versions of the Plan are assessed, with written feedback provided to assist Council's annual review of the Plan.

A brief overview of the Plan was undertaken and feedback included a suggestion to include statistical data and an analysis of trends. Comment was also provided to suggest inclusion of current and planned training programs for staff and to detail relevant policies, procedures, current education and promotion activities.

Author's response to submissions received

The Plan is an important strategic document of Council and the submissions received provide a worthy insight into the type of work that Council staff must undertake to meet stakeholder expectations and community needs.

As priorities listed in the Plan may change over time, it is important to ensure that the initiatives are responsive to these changes, are timed appropriately and are reviewed at least annually. A Work Program will be developed to in effect act as an evolving appendix to the Plan that drives each Action and reports progress for the annual review process.

The very need to properly capture and report meaningful data, develop programs that are responsive to community needs, and to review current procedures and protocols for service delivery are all key actions of the Plan. The Plan therefore remains strategic, whilst the Work Program contains the detail and shows how and when each of the Plan's actions are being implemented.

As some examples, specific community education programs or initiatives, the actual statistics and data trends, and staff training needs that are either identified or undertaken will all be reported annually from the Work Program. This will then drive the priority actions for the next twelve month period. The Work Program will contain the further details that have been suggested in each of the submissions received and it will ensure that staff resources and priorities remain relevant and meaningful.

As required in Section 68A (3)(c) of the Act, an evaluation of the Plan's implementation will be published in Council's Annual Report. This information will come directly from the Work Program.

With regard to Council's emergency response and recovery activities following events such as bushfire and floods (including any support programs/temporary arrangements in place for domestic animals etc.), to avoid any confusion or overlap, these arrangements will remain within the context of Council's Emergency Management Plan and its specific sub plan arrangements.

It is therefore recommended that Council adopt the Plan as presented.

COST/BENEFITS

Promoting and encouraging the benefits of responsible pet ownership enhances community wellbeing, and reduces potential harm to people, other animals and the environment.

Programs and actions identified in the Plan will be undertaken within existing budget allocations.

Any new initiative that may evolve from an action of the Plan must first be presented and considered within the annual Council budget preparation process.

RISK ANALYSIS

Council is required to develop a domestic animal management plan every four years, and provide a copy of the plan to the Secretary of the State Government Department of Economic Development, Jobs, Transport and Resources. Upon Council's resolution, a copy of the Plan will be provided to the Department.

Council would risk non-compliance with its statutory obligations and community responsibilities if it did not prepare and implement a domestic animal management plan within the necessary timeframe.

CONSULTATION AND ENGAGEMENT

The Plan was developed following a review of the existing plan, new state government initiatives and any emerging issues and trends that were identified within townships and communities during the previous plan's lifecycle.

Initial community consultation was drawn from feedback in recent community surveys undertaken across Council's customer services, early years, tourism and community health and wellbeing areas.

These areas all have important connections with domestic animal management, and it is this level of engagement and connection across Council's service delivery areas that can be seen in several of the plan's priorities and initiatives.

Following the resolution from Council's April Ordinary Council meeting, the Plan was advertised for public comment as described under "Issues/Discussion" and three submissions were received as outlined earlier in this report.

RESOLUTION 2018/77

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council resolve to adopt the Domestic Animal Management Plan 2018-2021

CARRIED

9.7 TITLES RECONCILIATION PROJECT**File Number:** 08/04/006**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council:

- (a) authorise the Chief Executive Officer to sign any documentation required to correct current land title errors
- (b) authorise the Chief Executive Officer to affix the common seal of the Council to related documentation.

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 titles reconciliation project was previously discussed at the June Council Briefing.

BACKGROUND

In 2015, a circular was produced by the Department of Environment, Land, Water and Planning (DELWP). This circular (15/2015) offered assistance to Councils within several project areas regarding the clean-up of Council's title records to current name and address for service of notices among other things. This project had already been completed by 27 Councils at that stage.

ISSUES/DISCUSSION

In early 2017, Council commenced the title clean-up process. Within this process Land Victoria agreed to:

- work with Council to bring all titles into current name (and address for service of notices) including dealing with missing titles
- convert any council General Law deeds to provisional Torrens title, and
- issue road and reserve titles in subdivisions 'direct' to council in future.

Loddon Shire Council needed to:

- agree to hold its titles electronically
- agree to General Law conversion of its deeds
- assist Land Victoria to make the same offer of General Law conversion to ratepayers, and
- reconcile any Crown Land holdings with Land Victoria records.

All titles were scanned and registered, and sent to Land Victoria for reconciliation in November 2017.

Since that time Land Victoria have been working through the process and have found that a large number of these titles (432) were still in previous Council names and require transfer via a Section 59A(2) application, stating that Council is now the successor in law to these parcels.

There has also been a circumstance where the transfer of land between owners had not been completed fully and a Section 59A(1) application is required to correct the details in the register.

COST/BENEFITS

It is expected that the cost to Council will be less than \$250 plus staff time to collate and administer the actions from the title clean-up process.

The benefits will include accurate and complete records, no misdirected notices, no adverse possession of General Law land, no further resources necessary in title security, storage and records management.

Therefore once this project is complete a physical title will no longer be required. The process of land sale / transfer will be completed electronically.

RISK ANALYSIS

Over the years, there have been numerous methods for retaining physical titles. Some were retained by Council, others have been held by Council appointed legal firms and during the amalgamation process some have been misplaced.

This process will ensure that all titles are correct and are able to be stored securely and sourced easily in the future.

CONSULTATION AND ENGAGEMENT

Approval was sought through the Management Executive Group to commence this project. Discussions were also held with the Rates and Records Departments to ensure that the process would be compliant with any necessary requirements within these departments.

RESOLUTION 2018/78

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council:

- (a) authorise the Chief Executive Officer to sign any documentation required to correct current land title errors
- (b) authorise the Chief Executive Officer to affix the common seal of the Council to related documentation.

CARRIED

9.8 TRANSFER OF STANDPIPE OWNERSHIP AND MANAGEMENT RESPONSIBILITIES**File Number:** 15/08/008**Author:** Indivar Dhakal, Manager Technical Services**Authoriser:** Steven Phillips, Director Operations**Attachments:** Nil**RECOMMENDATION**

That Council :-

1. resolve to transfer the ownership and management of standpipes connected to Coliban Water's reticulated network to Coliban Water
2. authorise the Chief Executive Officer to affix the common seal of the Council to related agreement documentation.

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

During the February 2016 Council meeting, Council resolved to continue negotiation with Coliban Water regarding the potential handover of standpipe facilities.

BACKGROUND

Council have historically operated eight separate standpipe facilities across the Shire. Following the Council resolution, in June 2016 three of the eight standpipes were decommissioned. All of the remaining standpipes are connected to Coliban Water's reticulated water supply systems.

Council officers have been negotiating with Coliban Water in relation to potential handover of the asset and management responsibilities of the standpipes. In January 2017, Coliban Water notified Council officers that a business case was being prepared to be presented to Coliban Water's Board for transfer of ownership and management responsibilities of the standpipes within Loddon Shire Council and other local government areas.

In December 2017 Council received a draft Deed of Asset Transfer and Licence Agreement to formalise the transfer of ownership and management. After months of negotiation, in relation to ongoing maintenance, complaint handling and responsibility matrix, Council officers and Coliban Water officers have reached an agreement and a final draft of the agreement has been prepared.

ISSUES/DISCUSSION

In January 2016, Council officers did a cost benefit assessment based on consumption charges to the customers and operational costs of standpipes. This assessment justified the then current charge of \$5 per KL which hasn't changed till this date.

One of the major rationales behind Council's willingness to transfer the ownership and management of standpipe is because of the price difference between standpipes managed by Coliban and ones managed by Council. Coliban currently charges \$2.25 per KL to its customers and will charge the same rate if the proposed transfer of management is agreed upon. This will be a major cost saving for the local residents who rely on standpipe for water.

In addition, with the South West Loddon Pipeline Project currently under construction, it is expected that the usage of standpipes will decrease. With increasing fixed operational cost and

decreasing usage, Council would need to re-adjust the volumetric consumption charge, thus increasing costs to the customer, if Council was to continue managing the standpipes.

Currently, Council receives a number of complaints regarding the operation of the standpipes which draws on limited Council resources. The Licence Agreement proposed, stipulates that any complaint relating to the standpipe shall be referred to Coliban Water's delegated Complaints Resolution Officer.

COST/BENEFITS

There is no cost associated with the proposed transfer of assets and management responsibilities. If Council continues to manage the standpipes, the anticipated decreasing usage and increasing operational costs will incur significant additional costs to Council which either Council will need to bear or transfer to its customers.

One of the benefits of the proposed transfer is the reduction in volumetric charge to the users of the standpipes. The cost for 2018-2019 will be reduced to \$2.25 per KL from \$5 per KL. Another benefit of the proposed transfer is the opportunity to free limited Council resources towards other competing priorities.

RISK ANALYSIS

One of the risks identified with the proposed transfer of ownership and management responsibilities is the potential increase in price by Coliban Water to its customers using standpipes. However, observing the previous trends of increase in standpipe charges by Coliban Water, it is unlikely that the increase will be significant compared to what Council currently charges.

CONSULTATION AND ENGAGEMENT

Robust conversation and negotiation has been undertaken between Coliban Water and Council to finalise the draft agreement. Beck Legal drafted the agreement on behalf of Coliban Water and Council sought legal advice from MCL Legal to get clarity on the provisions of the agreement.

RESOLUTION 2018/79

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council:

1. resolve to transfer the ownership and management of standpipes connected to Coliban Water's reticulated network to Coliban Water
2. authorise the Chief Executive Officer to affix the common seal of the Council to related agreement documentation.

CARRIED

9.9 TRANSFER OF PROVIDER UNDER CONTRACT NO. 345 - MUNICIPAL VALUATION SERVICES

File Number: 09/01/001

Author: Deanne Caserta, Manager Financial Services

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: Nil

RECOMMENDATION

That Council, approve the authorisation of any documentation relating to the change in ownership of the revaluation process from Council to the Valuer-General and authorise the use of the seal on these documents where required.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

At the Ordinary Meeting held on 24 January 2017, Council approved an extension of Contract No. 345 – Municipal Valuation Services to LG Valuation Services Pty. Ltd (LG) for the 2018 revaluation.

BACKGROUND

Historically a general valuation has been required to be undertaken by Council every even year. To give effect to this requirement of the Valuation of Land Act 1960, contractors have been used in the past to conduct the general valuation.

Council awarded Contract No. 345 – Municipal Valuation Services to LG at the In-Camera Meeting of Council held on 24 March 2015. This contract was to undertake the 2016 revaluation, and included options for the 2018 and 2020 revaluations. The option for 2018 was taken up through a Council resolution on 24 January 2017.

Commencing 1 July 2018, the State Government will centralise land valuation with the Valuer-General (VG) and introduce annual valuations for Land Tax, Fire Services Property Levy and council rate setting purposes from the 2019 revaluation year.

The changes recognise the VG as the sole valuation authority which will conduct valuations of all land in Victoria for rating and taxing purposes, with the valuations now to be conducted annually (annual centralised valuations).

ISSUES/DISCUSSION

To facilitate the transition to annual centralised valuations the VG requires Council to execute a Deed of Novation. This will enable a transfer of Council's previous valuation services contract to the VG. This will allow the VG to engage LG to undertake the 2019 revaluation on their behalf.

The State Revenue Office (SRO) requires Council to sign a Memorandum of Understanding in respect to the fees payable for the use and servicing of Valuations.

There may be further documents that require Council authorisation in the next few months as the process is finalised.

COST/BENEFITS

The revaluation of properties every two years was a legislative requirement; therefore the cost could not be avoided. The direct financial cost to Council was engagement of the contractor to undertake the revaluation on behalf of Council.

The future direct financial cost of the valuation process will be borne by the VG, with only the cost of supplementary valuations to be paid by Council.

There are also indirect benefits in maintaining LG as Council's contractor which include:

- a sound knowledge of the value of properties in the Shire, particularly specialist properties and the various types of rural production properties
- a willingness by LG staff to consult with property owners about their concerns in a timely manner to ensure that any concern they have can be addressed quickly.

RISK ANALYSIS

The most significant risks relating to the annual centralised valuation process is the reduced amount of control Council has over the data, process and timeframes. It is anticipated that there will be some additional work required by Council staff however this is offset by the State Government paying for the revaluations each year.

CONSULTATION AND ENGAGEMENT

There has been external consultation with the relevant government departments in relation to this change in process and this report.

RESOLUTION 2018/80

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That Council approve the authorisation of any documentation relating to the change in ownership of the revaluation process from Council to the Valuer-General and authorise the use of the seal on these documents where required.

CARRIED

9.10 FINANCE REPORT FOR THE PERIOD ENDING 31 MAY 2018**File Number:** 08/06/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Finance report for period ending 31 May 2018**RECOMMENDATION**

That Council:

1. receives and notes the 'Finance report for the period ending 31 May 2018'
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the adjustments required to the provision for doubtful debts and the write off of any identified bad debts.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis with the exception of when changes to the Council meeting timetable result in the Council meeting occurring before the completion of the end of month finance procedures.

BACKGROUND

The Finance Report for the period ended 31 May 2018 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the adopted 2017/18 Budget, and includes operating results, capital expenditure and funding sources.

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has remained at \$1.79M.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 92% of YTD budget. Revenue brought to account for May was \$3.25M. Revenue grants and recurrent contributions are behind YTD budget with interest, capital grants and reimbursements currently ahead of YTD budget.

Income Statement (expenditure) - Council's operating expenditure is at 105% of YTD budget. Payments for this month totalled just over \$3.96M, compared to \$2.05M last month. Utilities and contractor payments are ahead of YTD budget. Labour is still slightly behind budget at 98% (97% last month) and is expected to finish below Council's 104% cap. Auditor costs are also behind YTD budget.

Capital Works - The revised budget for capital works is \$14.8M and is 52% complete in financial terms for the current financial year (41% at the end of April). Asset types with major variations (10% or \$10K) include furniture and equipment; land and buildings; plant and equipment; roadworks; urban and road drainage; recreation, leisure and community facilities; parks, open space and streetscapes and footpaths with many projects timed for quarter four yet to be commenced.

Balance Sheet - Council has a cash total of \$20.1M with \$2.1M in general accounts. Debtors are \$1.2M which is a decrease of \$362K in the month primarily due to the receipt of outstanding rates. Sundry debtors total \$472K with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$73K.

There were no supplementary valuations updated in May. The total rateable CIV at the end of May remains at \$1.82B.

An update was also received from Vision Super in regards to the March 2018 VBI which is estimated at 106.2% which is higher than the 97.0% required of the fund.

COST/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed, along with an accurate representation of property valuations being reflected in Council's rating system and the distribution of rate notices for the year 2017/18.

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

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

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

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

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

RESOLUTION 2018/81

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That Council:

1. receives and notes the 'Finance report for the period ending 31 May 2018'
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the adjustments required to the provision for doubtful debts and the write off of any identified bad debts.

CARRIED

9.11 REVISED VALUES STATEMENTS FOR ADOPTION

File Number: 18/01/001
Author: Sharon Morrison, Director Corporate Services
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council adopt the revised supporting statements for the Council Values.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

The current values and supporting statements first appeared in the Council Plan 2013-2017 which was adopted 24 June 2013. There was a discussion on this subject at the Council Forum held on 12 June 2018.

BACKGROUND

Council's current values and supporting statements are:

Integrity	means obeying the law, following the intention of policies and procedures, fully disclosing actual or potential conflicts of interest, acting honestly and responsibly and observing organisational values and codes of conduct.
Accountability	means having justifiable reasons for decisions and actions, obtaining value for money, continuously improving, keeping proper records, and submitting to scrutiny.
Impartiality	means being fair by being fully informed, considering only relevant matters, and dispassionately assessing without fear, favour or bias.
Respect	means being open to feedback and other views, communicating with clarity and sensitivity, giving all relevant information, providing reasons for decisions, collaborating and working effectively in teams, being courteous and being punctual.
Leadership	means acting ethically, dealing with suspected wrongdoing, doing the right thing even in the face of adversity, giving proper advice fearlessly, taking initiative, being innovative, and acting strategically.

In March 2017, Councillors, Managers, Directors and the CEO participated in workshops to review the Council values and supporting statements in line with the review of the Council Plan. The values and supporting statements remained unchanged.

In October 2017, the Managers, Directors and the CEO participated in an organisation culture survey which resulted in a desire to review the supporting statements. A small working group was established. The aim was to simplify the statements, making them more memorable, and use wording which was more reflective of the preferred culture.

ISSUES/DISCUSSION

Over the past eight months the working group has engaged with the broader leadership group to produce the following proposed supporting statements for the current values:

Integrity	We are open, honest and fair.
Accountability	We will be consistent and responsible in our actions
Impartiality	We make decisions based on being informed without fear, favour or bias.
Respect	We treat everyone with respect and dignity at all times.
Leadership	We work towards achieving our vision while demonstrating our values.

The detail previously in the supporting statements is in the Code of Conduct.

COST/BENEFITS

There are minimal costs involved in revising the supporting statements for the Council Values. The values and revised supporting statements will be incorporated into relevant documentation as they fall due for review.

RISK ANALYSIS

There is a risk that the supporting statements will be considered as the only expectations. However, this risk will be addressed by reviewing and promoting the more comprehensive Code of Conduct.

CONSULTATION AND ENGAGEMENT

Councillors, managers, directors and the CEO have been involved in revising the supporting statements.

RESOLUTION 2018/82

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council adopt the revised supporting statements for the Council Values.

CARRIED

9.12 REACTIVATION OF LODDON SHIRE YOUTH COUNCIL

File Number: 12/06/005
Author: Wendy Gladman, Director Community Wellbeing
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council endorse the following engagement methods, as detailed in the report, to support the reactivation of the Loddon Youth Council:

1. Virtual Youth Council
2. Youth led peer consultation
3. Youth presentations at Council Forums biannually
4. SMS/Text Consultation
5. Youth Council Facebook group

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

A Youth Council discussion paper was provided to the June 2018 Council Forum.

BACKGROUND

As part of the Council Plan, one of the strategies under the theme Liveability is to explore opportunities to rejuvenate a Youth Council in partnership with 'Youth Building Places and Spaces'.

Council has recognised the importance of young people to the future of the Shire. It also understands the value of working with them to make the Shire a place where they feel important, supported and safe. Youth engagement ensures their voices are heard and acted upon in relation to their recreation, social, health and education aspirations.

It is noted that the introduction of new technologies now means that engagement with young people can occur through a variety of modes not previously available to Council.

This report puts forward various youth engagement models in order to empower young people by involving them in the decision making process of Council. The proposed models of engagement will ensure that young people are engaged and assist them to develop the skills, confidence and opportunities to be active citizens. It acknowledges that Council cannot engage young people in isolation; therefore a 'whole of community' approach is required. The assistance of other organisations and the community is important as this concept develops.

It is intended that the reactivation of the Loddon Youth Council will:

- provide Council with a range of models and mechanisms to engage young people, aged 12 to 18, to provide input into the decision making processes of Council
- engage young people to challenge Council in its thinking and policy making, particularly on issues that directly affect them

- ensure the models of youth engagement chosen provide a framework to ensure young people are not overlooked when developing services, policies and programs on issues that are important to them
- provide mechanisms for young people to approach Council and advocate on behalf of their peers
- create opportunities for working together to gain greater engagement, particularly for young people who are facing or experiencing disadvantage
- use a range of engagement methods to ensure many voices are heard
- ensure that the decisions made by Council on the models of Youth engagement are incorporated into Council Community Engagement guidelines that will be drafted in the near future.

It is not intended that the reactivation of the Loddon Youth Council will result in Council delivering youth services directly to young people.

ISSUES/DISCUSSION

In the approach to youth engagement it is understood that the needs of young people are diverse, particularly those who are vulnerable or experiencing disadvantaged. Effective engagement needs to be well-coordinated and integrated, with a range of methods used to achieve as diverse a range of views as possible.

By engaging through the proposed models, young people can feed into the development of multiple plans and policies of Council, in particular the upcoming development of the Loddon Youth Strategy 2018-2021 and can make recommendations to Council on issues impacting them.

Research into the various options in terms of youth engagement identified nine options that could be used to support engagement with young people.

The following table highlights all nine options with five recommendations. The five options being recommended have been assessed as having the greatest impact with the resources available.

Table 1: List of model options for youth engagement

Recommendation Options	Options not recommended
Option 1: Virtual Youth Council	Option 6 Traditional Youth Council
Option 2: Youth Led Peer Consultation	Option 7: Youth Citizens Jury
Option 3: Youth presenting to Council forums	Option 8: Youth Focus Groups
Option 4: SMS/Text Consultation	Option 9: Youth Vox Pops
Option 5: Youth Council Facebook group	

Option 1: Virtual Youth Council

Based on the traditional model of youth council approach, the virtual youth council uses a video conferencing platform instead of physically meeting in one place. The virtual youth council will have up to 15 elected young people aged between 12-18 years from across the municipality.

Geographic distance and potential Youth Council representatives' inability to get to regular meetings held in one venue makes this option very appealing. It also works in the space that young people are comfortable with.

Option 2: Youth Led Peer Consultation

Peer to peer consultations are where young people (Virtual Youth Council representatives) take the lead in facilitating consultations with other young people. Council staff will work with the Virtual Youth Council members to train them and give materials to do this. Youth led peer consultation can be conducted through interviews, surveys and peer led focus groups. It is also envisaged that these peers could lead workshops at the biennial Loddon school conference.

This option assists in the development of leadership skills of our young people and assists Council to do more in-depth engagement of young people through their peers. The start of this process may be resource intensive however it is viewed as a worthwhile option.

Option 3: Youth presentations to Council – Biannually

Twice a year, young representatives would present at a Council forum on the issues they are facing or identifying and advocate on behalf of their peers. This enables young people a voice at Council's table and ensures their views are heard. It is envisaged young people from two schools could present on each occasion.

This approach gives young people a direct voice to the Councillors and allows them to experience how democracy works.

Option 4: SMS/Text Consultation

SMS/ Text consultation occurs by sending out single question surveys on a topic in which information can be gathered. Using an automated system, Council can potentially send out to a mobile database of young people, seeking feedback on issues or particular questions.

This option is independent of Options 1, 2 and 3. Council officers can pose questions and get a greater response to a particular issue.

Option 5: Youth Council Facebook group

Facebook is a common communication tool and could be used to provide an additional engagement option. Facebook consultation would allow Youth Council members to raise issues or opportunities or take part in Council initiated consultation on particular topics.

Further investigation on the required moderation of the page is needed to ensure that the content/use is appropriate.

Option 6: Traditional Youth Council

A group of elected young people regularly meet to provide and directly input into council strategies policies and programs. It is an approach used by many metropolitan and regional Councils.

Given Loddon Shire Council's geographic spread this option was not considered as a viable or sustainable option.

Option 7: Youth Citizens Jury

Youth citizen juries usually consist of medium to large group of randomly selected young people who come together over a predetermined period of time to explore and develop up recommendations on a particular issue.

This was not considered as a sustainable option due to the significant work load for the Community Support Officer and other departments to support a citizen jury format. This option also does not provide the opportunity for skill and leadership development of young people.

Option 8: Youth Focus Groups

Usually a small to medium size group of young people come together to explore and respond to an issue in a facilitated structure. This option could be covered as part of the youth peer consultation (Option 2).

Option 9: Youth Vox Pops

Vox pops involve approaching young people in public (street or at events) to speak briefly about a particular issue/s. These can be recorded via electronic means.

Vox pops are likely to be included in the wider community engagement option and can be used for specific purpose consultation. This option could be covered as part of the youth peer consultation (Option 2).

COST/BENEFITS

Young people have an integral part in keeping our communities alive and vibrant and they should have input into the future directions, particularly those that affect them. Engaging effectively with young people can provide benefits for various organisations and young people alike.

The benefits for Council include:

- more relevant and general acceptance of Council decisions by the community
- more considered and inclusive public policy
- more resilient, energetic and diverse communities
- young people feeling more engaged and wanting to stay.

There are also benefits for our young people, including:

- developing of leadership skills, self-confidence and increased networks
- feeling valued and respected members of the community
- having a say in decisions that involve and impact them
- being able to challenge stereotypes by being part of the solutions for common community issues.

Council currently allocates \$5,000 in its annual budget to support the Loddon Youth Council activities. It is envisaged that the proposed engagement methods can be delivered within this budget and existing staffing levels.

RISK ANALYSIS

Council officers have been unable to find any precedent for the use of online youth engagement or the development of an online virtual Youth Council. This brings some inherent risk of the unknown, which will be mitigated by:

- using Council's project management framework to further develop the methods proposed
- seeking external and professional advice as required
- operating in an environment of monitoring and reviewing to ensure that issues are identified and resolved.

CONSULTATION AND ENGAGEMENT

There has been some preliminary consultation with Council staff and organisations who work with youth in Loddon. Further consultation and engagement will continue when Council's preferred engagement methods are confirmed.

RESOLUTION 2018/83

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council endorse the following engagement methods, as detailed in the report, to support the reactivation of the Loddon Youth Council:

1. Virtual Youth Council
2. Youth led peer consultation
3. Youth presentations at Council Forums biannually
4. SMS/Text Consultation
5. Youth Council Facebook group

CARRIED

9.13 GENERATOR FOR WEDDERBURN OFFICE**File Number:** 10/01/001**Author:** Peter Williams, Manager Information and Business Transformation**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council approve:

1. the purchase and installation of a generator for the Wedderburn Office as outlined in Option 1 at a total cost (including installation, slab, diesel and first year's annual maintenance) of \$80,760 (ex GST)
2. a variation to the budget to fund the purchase and installation of the generator from surplus in 2017/18.

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

There was a discussion paper presented to the Council Forum on Tuesday 12 June 2018.

BACKGROUND

In May 2016 the Risk Management Committee reviewed the Business Continuity Policy, Framework and Plan. As a result of the review, it was recommended that Council investigate a generator for use during power outages.

By July 2016, an industrial electrician visited Wedderburn Office to test load bearing to determine the size and type of generator required.

By October 2016, an estimate was obtained for a generator to power the entire building with an automatic switch over when power is lost. The quote included a 150KVA, 350 litre diesel fuel tank generator which could run for 10 hours plus installation for \$80,000.

Around this time Council experienced a number of power outages due to floods, maintenance work on power lines and other factors. These outages caused disruption to Council services and resulted in additional work and cost to hire a temporary generator to enable limited continuity of Council services.

As a result of the estimate for the generator being above the \$20,000 threshold for obtaining three quotes, work commenced on developing a specification for quotes for a generator to meet one of three different needs:

- Backup generator to power our whole office with automatic cutover
- Backup generator to power just the server room and 2 additional offices with automatic cutover
- Trailer mounted 20KVA generator which can be used for a manual cutover process

Quotes have been sought from three suitable vendors. Only one vendor chose to respond. The other two were followed up but chose not to respond to the request for quote.

ISSUES/DISCUSSION

At a recent meeting of the CEO, Directors and Managers, the pros and cons of each option (see below) were considered and it was agreed that option 1 is the preferred response.

The cost of the generator has not been included in the budget as the specifications had not been finalised at the time of budget preparation to enable an estimate of the replacement cost to be included in the budget. Purchase of the generator would therefore require either a budget variation this year or next year or a budget bid for 2019/20. It could potentially be funded from surplus as there is an additional \$300K more than budgeted in surplus due to a higher than expected percentage increase in Grants Commission funding.

Due to the number of power outages and lost productivity as a result of those outages in recent years, it is recommended that the purchase and installation occur sooner rather than later.

The quotes for the three different options are:

Option 1	Cost (Ex GST)
Backup generator to power our whole office with automatic cutover	\$73,260
Annual ongoing maintenance	\$4,800
Total	\$78,060
Option 2	
Backup generator to power just the server room and 2 additional offices with automatic cutover	\$46,878
Annual ongoing maintenance	\$4,800
Total	\$51,678
Option 3	
Trailer mounted 20KVA generator which can be used as a manual cutover process	\$32,400
Annual ongoing maintenance	\$4,800
Total	\$37,200
For all options: Servicing is annually and includes 4 quarterly visits by vendor to run and test onsite under load. LSC to provide the diesel (cost excluded from above).	
For options 1 & 2 LSC to provide concrete slab (cost excluded from above).	

Consideration was also given to leasing a generator however no costings were obtained as neither option 1 or option 2 have a leasing option due to the infrastructure works required to install the generator as a fixed asset.

OPTION 1 - Backup generator to power our whole office with automatic cutover**Pro:**

- The entire office will be automatically powered within a specified time from when the power goes off
- No downtime for the equipment located in the server room
- Customer Service can continue to operate with the front doors still working and systems available to support them delivering service
- Heating, cooling and lighting will continue to be provided, ensuring a safe and healthy workplace is maintained

- Diesel generator can be re-filled while running making run-time almost endless. (battery powered devices e.g. Tesla wall, were considered but we would need 15 @ \$14000 each and once fully discharged, they need a power source to recharge making them a time limited solution after which we would need a generator anyway)
- Staff can continue to complete their day to day duties without additional support such as relocating staff equipment, setting up desks, running extension cord
- Ability to setup an emergency relief centre within the council office
- The risk can be removed from the risk register

Con:

- Minor power interruption of 30 to 60 seconds will be experienced when power goes off and the generator starts powering the office and when power comes back on again the same interruption applies
- Noise from running a diesel engine for long periods of time

OPTION 2 - Backup generator to power just the server room and 2 additional offices with automatic cutover**Pro:**

- Only Steve Phillips and Glenn Harvey's offices will be powered and available to be used as required
- No downtime for the equipment located in the server room
- Diesel generator can be re-filled while running making run-time almost endless
- Spare capacity available to power or recharge multiple devices
- The risk can be removed from the risk register

Con:

- Only certain staff can continue to complete their day to day duties. A large number of staff will not have access to a computer
- Customer Service has limited ability to continue to operate as computers and phones are either unavailable or compromised
- Heating, cooling and lighting will not be available to be provided potentially creating an unsafe workplace
- Additional support such as relocating staff equipment, setting up desks, running extension cords will be required
- Noise from running a diesel engine for long periods of time

OPTION 3 - Trailer mounted 20KVA generator which can be used as a manual cutover process**Pro:**

- A trailer mounted generator gives the ability to use the generator at the Serpentine office if required.
- Only Steve Phillips and Glenn Harvey's offices will be powered and available to be used as required.
- Spare capacity available to power or recharge multiple devices

Con:

- Manual cutover process which needs to be completed within 30 minutes of power outage
- Requires locally available staff to be on-call consistently after hours
- Customer Service **cannot** continue to operate with the front doors not working and computers unavailable to support them delivering service
- Heating, cooling and lighting will not be available to be provided potentially creating an unsafe workplace
- Safety can be an issue if the cutover procedure needs to be complete at night time and during a storm event
- Requires suitable security installed to stop theft of the generator from the office

- Noise from running a diesel engine for long periods of time

COST/BENEFITS

The quote for the generator (option 1) is \$73,260. Annual maintenance is \$4,800. The slab and diesel are a small cost to Council, in the order of \$2,000 for the slab and \$700 initially to fill the tank with diesel.

RISK ANALYSIS

Risk identified	Likelihood of occurrence	Potential impact	Risk rating and mitigating action
Generator breaks down/fails	E Rare	1 Insignificant	Low (1) Monthly testing and quarterly maintenance will ensure this risk is mitigated
Unexpected loss of power to the site during installation	E Rare	1 Insignificant	Low (1) UPS keeps the phone and server room running and controlled shutdown can occur and phone diversions put in place Installation can be scheduled for after hours
Position of generator could lead to vandalism	E Rare	1 Insignificant	Low (1) Ensure position of generator is secure and/or place in protective cage – contingent cost, depending on position of generator – cost to be advised at Forum
Noise complaints from neighbours	E Rare	2 Minor	Low (3) Consultation with neighbours to establish, monitor and respond to noise levels

CONSULTATION AND ENGAGEMENT

Relevant staff across the organisation have been involved in providing technical advice and input into the needs for a generator.

RESOLUTION 2018/84

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council approve:

1. the purchase and installation of a generator for the Wedderburn Office as outlined in Option 1 at a total cost (including installation, slab, diesel and first year's annual maintenance) of \$80,760 (ex GST)
2. a variation to the budget to fund the purchase and installation of the generator from surplus in 2017/18.

CARRIED

10 INFORMATION REPORTS**10.1 2018/19 FIRE SERVICES PROPERTY LEVY****File Number:** 09/04/008**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** Nil**RECOMMENDATION**

That Council receives and notes the '2018/19 Fire Services Property Levy' Report.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Nil.

BACKGROUND

From 1 July 2013, the Fire Services Property Levy (FSPL) was removed from insurance premiums and replaced by the property based FSPL. Collection of the levy is managed by local Councils and collected with council rates, under the direction of the State Government. This means all property owners contribute a fair share to fire services, not just those with adequate insurance.

All revenue collected through the levy goes to supporting the State's fire services, including vital lifesaving equipment, firefighters, staff and volunteers, training, infrastructure and community education.

ISSUES/DISCUSSION

The Fire Services Property Levy is made up of two parts; a fixed charge and a variable charge based on the property's capital improved value (CIV) and is calculated as cents per \$1,000 of CIV.

Since 2013/14 the fixed charge has increased by 1.0% to 2.5% based on the consumer price index and other factors determined by the State Revenue Office (SRO).

The variable rates have fluctuated over the six years of the scheme.

The 2018/19 State Budget announced a freeze on the level of current revenues collected from the FSPL for two years. However it is anticipated that the total funding pool that Victorian Councils are expected to administer will increase from \$5.03 million in 2017/18 to \$5.29 million in 2018/19, due to the link to CIV.

The 2013/14 to 2018/19 rates are included in the table below:

Fixed Charge (\$)						
Rate	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Residential	\$ 100	\$ 102	\$ 104	\$ 105	\$ 107	\$ 109
Non-Residential	\$ 200	\$ 205	\$ 210	\$ 213	\$ 216	\$ 221
Variable Charge (Cents per \$1,000)						
Rate	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Residential	11.5	10.9	14.4	12.8	12.2	5.8
Commercial	109.2	88	99	104.7	99.9	69.1
Industrial	170.9	132	148.4	165	157.4	103.7
Primary Production	31.2	24.6	27.7	26	24.8	16.4
Public Benefit	11.5	10.9	14.4	13.2	12.6	5.8
Vacant	11.5	10.9	14.4	49	46.7	22

COST/BENEFITS

Council collects this levy on behalf of the State Revenue Office. Council is required to pay FSPL on all of its own properties as well. The total cost is made up of 84% for the fixed levy revenue and the remaining 16% is raised from the variable levy component.

In 2017/18 this was an amount of approximately \$36,000. In 2018/19 this is expected to decrease to around \$34,000.

Council has also recently been advised that the State Revenue Office will continue to provide Council with funding assistance of \$42,655 in 2018/19 and \$43,721 in 2019/20. This is provided to offset the administrative cost of collecting the FSPL on behalf of the State Government.

RISK ANALYSIS

This is an imposed levy from the State Revenue Office. Council staff are required to raise the rates and FSPL together during July / August and remit any FSPL funds received quarterly. A yearly reconciliation is also submitted late June / early July.

CONSULTATION AND ENGAGEMENT

When the FSPL was implemented there was a large publicity campaign at both the state and local government levy to ensure ratepayers understood this new scheme. Council have information available on its website along with the information contained on the website maintained by State Revenue Office.

RESOLUTION 2018/85

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

That Council receives and notes the '2018/19 Fire Services Property Levy' Report.

CARRIED

11 COMPLIANCE REPORTS

Nil

12 GENERAL BUSINESS**URGENT BUSINESS****RESOLUTION 2018/86**

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That the following item be treated as urgent business

CARRIED

12.1 POLICE PRESENCE IN INGLEWOOD**RESOLUTION 2018/87**

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council write to the Minister for Police and the local member indicating that the Inglewood community has a strong preference for a police officer to reside in Inglewood, that none of the stationed officers reside there, possibly due to the state of the current police house, and seeking consideration for providing updated residential accommodation in Inglewood for police.

CARRIED

12.2 VIEWING OF AGENDAS ON IPADS BY COUNCILLORS

Councillors noted difficulties in using the "Big Tin Can" app on their Ipads, as they are unable to view the table of contents on a sidebar while viewing the document. They asked Council IT staff to determine if there is a better method for accessing Council business papers.

12.3 SALE OF ARNOLD CHURCH

Cr Condliffe and Cr Curnow enquired about the sale of the Arnold Church and commented on its state of disrepair. Lynne Habner advised that a process of consultation with the community has been undertaken, to avoid the delays and complications that were experienced the previous time the property was placed on the market. As there has been no response from the community spokesperson who was objecting to a sale, despite several requests by Council staff, the process to sell the property will recommence shortly.

13 CONFIDENTIAL ITEMS**RESOLUTION 2018/88**

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 89(2) of the Local Government Act 1989:

13.1 Review of confidential actions

This matter is considered to be confidential under Section 89(2) - (h) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with Any other matter which the Council or special committee considers would prejudice the Council or any person.

13.2 Contract 415 Construction of concrete footpaths and associated works at various locations

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

CARRIED

Closing of Meeting to the Public

RESOLUTION 2018/89

Moved: Cr Geoff Curnow
Seconded: Cr Colleen Condliffe

That the meeting be closed to the public at 4.18pm.

CARRIED**RESOLUTION 2018/90**

Moved: Cr Colleen Condliffe
Seconded: Cr Neil Beattie

That the meeting be re-opened to the public at 4.24pm.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 24 July 2018 at Serpentine commencing at 3pm.

There being no further business the meeting was closed at 4.30pm.

Confirmed this.....day of..... 2018

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CHAIRPERSON