



Date: Tuesday, 22 January 2019
Time: 3pm
Location: Council Chambers, Serpentine

MINUTES

Ordinary Council Meeting

22 January 2019

**MINUTES OF LODDON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, SERPENTINE
ON TUESDAY, 22 JANUARY 2019 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), Indivar Dhakal (A/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 11 December 2018
2. The minutes of the Ordinary Council Meeting of 11 December 2018
3. The minutes of the Council Forum of 8 January 2019

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2019/1

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That Council confirm:

1. The minutes of the Council Briefing of 11 December 2018
2. The minutes of the Ordinary Council Meeting of 11 December 2018
3. The minutes of the Council Forum of 8 January 2019

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 2019/2

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

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

North Central Goldfields Regional Library**Nature Tourism Advisory Team and Nature Tourism Festival Committee****Other Council activities**

DATE	Activity
13/12/18	MRGC CEO Geoff Turner and myself met with Helen Vaughan, Deputy Secretary to DELWP, to discuss the MDBP and MinCo. Then attended the stakeholder event at the Park Hyatt, where we spoke to Basin officials David Littleproud and other MPs. The following morning we awaited the outcomes of the MinCo meeting, at the Park Hyatt, and were pleased with the outcome that Victoria's criteria was agreed to regarding the sale of future water to the Commonwealth.
17/12/18	Attended PHC Speech Night

18/12/18	Met in Kerang with MRGC CEO, Phil, Gannawarra Mayor and CEO to handover the Chairmanship of MRGC to Cr Lorraine Learmonth. Following this, Phil and I conducted Geoff Turner's mid-term appraisal. That evening I attended Boort Secondary College's presentation evening.
20/12/18	East Loddon College held their awards ceremony in the morning, and from there I travelled to Inglewood for the Loddon Shire Christmas breakup.
14/1/19	ABC Radio interview on changes to duck hunting season.
15/1/19	WIN News followed on from ABC's story.
17/1/19	Met with Gavan and a candidate for the MAV President's position, Cr Andrew Conlon from Manningham.
20/1/19	Attended the Wedderburn Pacing Cup where I co-judged the Fashions on the Field and presented the Cup to the winner of the Loddon Shire sponsored event.
22/1/19	Council meeting in Serpentine.

RESOLUTION 2019/3

Moved: Cr Cheryl McKinnon

Seconded: Cr Colleen Condliffe

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
20/12/18	Attended staff breakup at Inglewood.
7/1/19	Attended Boort Trots.
8/1/19	Attended Council Forum at Wedderburn.
22/1/19	Attended Council meeting Serpentine.

6/1/19	Attended Boort Ski Club AGM and Lake Management Committee meeting.
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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 Community Elderly Persons Units Committee of Management, Inglewood Town Hall Hub Committee of Management, Jones Eucalyptus Distillery Site Committee of Management	
17/12/18: Inglewood Museum meeting	
Australia Day Committee	
Central Victorian Greenhouse Alliance	
Healthy Minds Network	
Central Victoria Rural Women's Network	
Other Council activities	
DATE	Activity
11/12/18	Inglewood and Districts Community Christmas Breakup in Inglewood.
13/12/18	Meeting Dingee Bush Nursing Centre
13/12/18	Board meeting Women's Health Loddon Mallee for Christmas breakup held in Bendigo.
14/12/18	Helping Hands Christmas breakup Bridgewater.
16/12/18	Inglewood Lions Club Christmas breakup for the community followed by Santa.
17/12/18	Dingee Bush Nursing Centre Christmas breakup.
18/12/18	Inglewood Primary School presentation.

18/12/18	Inglewood and Districts Community Bank Board meeting.
19/12/18	Bridgewater Foreshore meeting.
19/12/18	St Mary's Primary School Mass/presentation and awards.
20/12/18	I attended the East Loddon P12 School graduation.
20/12/18	Loddon Shire Christmas breakup held in Inglewood Town Hall.
8/1/19	Council Forum Wedderburn.
14/1/19	Ansett meeting Inglewood.
18/1/19	Women on Farm gathering meeting in Bridgewater.
20/1/19	Meeting with the Friends of Kooyoora at Eucy Museum Inglewood.
21/1/19	Neighbourhood Watch meeting Inglewood.
22/1/19	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
8/1/19	Council Forum Wedderburn.
22/1/19	Council meeting Serpentine.
20/12/18	Council Christmas lunch.

Cr Holt

(did not have his report at the Council meeting and provided the following later)

Municipal Association of Victoria	
Rural Councils Victoria Executive	
South West Loddon Pipeline Project Steering Committee	
South West Loddon Pipeline Project Community Consultative Committee	
Section 86 Committees: Donaldson Park Reserve Committee of Management, Wedderburn Community Centre Committee of Management, Wedderburn Engine Park Committee of Management, Wedderburn Mechanics and Literary Institute Hall Committee of Management, Wedderburn Tourism Committee of Management	
Audit Committee	
Other Council activities	
DATE	Activity
14/12/18	Attended Rural Councils Victoria Executive Committee meeting in Melbourne. In the election of Chairman, Cr Mary-Anne Brown defeated long standing Chairman Cr Rob Gersch.
8/1/19	Attended Council Forum in Wedderburn.
8/1/19	Participated in Chief Executive Officer's mid-year performance review.
13/1/19	Attended a working bee at Donaldson Park Wedderburn.
17/1/19	With the Mayor and CEO, met with Andrew Conlon, councillor at Manningham Council, who is standing as a candidate in the upcoming election for president of the Municipal Association of Victoria.
19/1/19	Attended a luncheon to farewell from Wedderburn former sergeant Frank Peiffer, officer in charge of the Wedderburn Police Station for over two decades, and his wife Vicky.

19/1/19	Attended a Wedderburn and District Harness Racing Club social evening as a precursor to its annual cup meeting.
20/1/19	Attended the Wedderburn and District Harness Racing Club Wedderburn Cup race meeting.
22/1/19	Held discussions with David Clarke, current Municipal Association of Victoria Board member, who is standing as a candidate in the upcoming MAV election for Chairman.

RESOLUTION 2019/4

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council receive and note the Councillors' reports.

CARRIED

9 DECISION REPORTS**9.1 COMMITTEE OF MANAGEMENT CROWN ALLOTMENT 14A SECTION D BRIDGEWATER (BRIDGEWATER FORESHORE)****File Number:** 16/04/010**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** 1. Map Bridgewater Foreshore**RECOMMENDATION**

That advice be provided to the Department of Environment, Land, Water and Planning that Council are willing to accept the management of the frontage at Bridgewater shown in bright green on the attached map and described as Crown Allotment 14A, Section D and Crown Allotment 2010, Township of Bridgewater and the area shown outlined in blue on the attached map.

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

None

BACKGROUND

Council officers have been in communication with the Department of Environment, Land, Water and Planning (DELWP) regarding the development of the Bridgewater Foreshore. As part of those discussions it has become apparent that Council is maintaining (and has strategic plans for) areas of land over which it is not the land manager.

ISSUES/DISCUSSION

Council is currently not permitted to undertake any works on the area of land without a planning permit. However, if Council is the land manager then any works on the land are exempt from the need for planning permits.

The areas Council is maintaining and has strategic plans for are the areas shown in bright green on the attached map and described as Crown Allotment 14A, Section D and Crown Allotment 2010, Township of Bridgewater and the area shown outlined in blue on the attached map. The area shown outlined in blue is indicative and an exact area will be determined in detail at a later date.

Council is currently the committee of management over the Caravan Park (Crown allotments 2013, 2014, 2015 Township of Bridgewater) and a small area near the swimming hole (Crown allotment 1D, Section 4, Township of Bridgewater).

It should be noted that Crown allotment 1C, Section 4, Township of Bridgewater is managed by Vic track (railway bridge & track are located on this parcel).

COST/BENEFITS

The benefit of adopting the recommendation is that Council can proceed with strategic plans for the Bridgewater Foreshore in a more timely way. There is also a benefit in formalising committee of management status for land which Council has been informally managing for some time.

RISK ANALYSIS

There is a risk that formalising this existing arrangement will set a precedent where Council is asked to become the Committee of Management over more land. The likelihood of this risk occurring is possible, however the consequence will be insignificant to minor where Council is already informally acting as the Committee of Management.

CONSULTATION AND ENGAGEMENT

Relevant staff and DELWP have been consulted and engaged in preparing this report.

RESOLUTION 2019/5

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That advice be provided to the Department of Environment, Land, Water and Planning that Council are willing to accept the management of the frontage at Bridgewater shown in bright green on the attached map and described as Crown Allotment 14A, Section D and Crown Allotment 2010, Township of Bridgewater and the area shown outlined in blue on the attached map.

CARRIED

9.2 FINANCE REPORT FOR THE PERIOD ENDING 30 NOVEMBER 2018**File Number:** 08/06/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Finance Report for the period ending 30 November 2018**RECOMMENDATION**

That Council

1. receives and notes the Finance Report for the period ending 30 November 2018
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2018/19 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2018/19.

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 30 November 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 2018/19 Budget, and includes operating results, capital expenditure and funding sources.

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

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

- supplementary valuation corrections.

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has decreased from \$2.14M to \$2.137M.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 91% of YTD budget. Revenue brought to account for November was \$4.63M (\$705K last month). Capital grants are behind YTD budget, user fees, reimbursements and interest are currently ahead of YTD budget.

Income Statement (expenditure) - Council's operating expenditure is at 100% of YTD budget. Payments for this month totalled just over \$3.16M, compared to \$4.83M last month. Labour is slightly behind budget at 96% (99% last month) and is expected to remain below budget and the 4% mandated cap for the remainder of the year. Materials and services are currently behind YTD budget and contract payments are ahead of YTD budget.

Capital Works - The revised budget for capital works is \$20.59M and is 12% complete in financial terms for the current financial year (9% last month). 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 along with parks, open space and streetscapes with many projects underway or still to commence.

Balance Sheet - Council has a cash total of \$15.2M with \$3.2M in general accounts. Debtors are \$10.23M which is a decrease of \$722K in the month primarily due to the receipt of outstanding rates. Sundry debtors total \$705K with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$128K.

There were 50 supplementary valuations updated during November. The total rateable CIV at the end of November remains at \$2.16B.

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 2018/19.

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 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 2019/6

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council

1. receives and notes the Finance Report for the period ending 30 November 2018
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2018/19 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2018/19.

CARRIED

9.3 FINANCE REPORT FOR THE PERIOD ENDING 31 DECEMBER 2018**File Number:** 08/06/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Finance Report for the Period Ending 31 December 2018**RECOMMENDATION**

That Council

1. receives and notes the Finance Report for the period ending 31 December 2018
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2018/19 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2018/19.

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 December 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 2018/19 Budget, and includes operating results, capital expenditure and funding sources.

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

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

- supplementary valuation corrections.

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has decreased from \$2.14M to \$2.12M.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 73% of YTD budget. Revenue brought to account for December was \$597K (\$4.63M last month). Capital grants are behind YTD budget, reimbursements and interest are currently ahead of YTD budget.

Income Statement (expenditure) - Council's operating expenditure is at 96% of YTD budget. Payments for this month totalled just over \$3.24M, compared to \$3.16M last month. Labour is slightly behind budget at 94% (96% last month) and is expected to remain below budget and the 4% mandated cap for the remainder of the year. Materials and services and Councillor costs are currently behind YTD budget.

Capital Works - The revised budget for capital works is \$20.65M and is 17% complete in financial terms for the current financial year (12% last month). 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 along with parks, open space and streetscapes with many projects underway or still to commence.

Balance Sheet - Council has a cash total of \$12.3M with \$0.2M in general accounts. Debtors are \$10.07M which is a decrease of \$166K in the month primarily due to the receipt of outstanding rates. Sundry debtors total \$1.04M with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$171K.

There were 2 supplementary valuations updated during December. The total rateable CIV at the end of November remains at \$2.16B.

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 2018/19.

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 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 2019/7

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council

1. receives and notes the Finance Report for the period ending 31 December 2018
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2018/19 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2018/19.

CARRIED

9.4 DONALDSON PARK WATER BILL**File Number:** 02/01/018**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council seek full cost recovery from the Donaldson Park Committee of Management for the Coliban Water invoice.

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 Council meeting on 11 December 2018, it was resolved “that Council request Coliban Water to investigate the accuracy of the water bill invoiced to Council for Donaldson Park as outlined in this report and that on receipt of a response from Coliban Water the matter be again referred to Council for further consideration”.

BACKGROUND

On 28 November 2018 Council received an email from the Secretary/Treasurer of the Donaldson Park Committee of Management asking that Council assist the Committee by contributing to the cost of the water bill.

Water used to irrigate the recreation grounds at the Donaldson Park facility is accessible from both Coliban Water and Skinners Flat Reservoir sources.

Skinners Flat is the preferred option, when available, as the charge is \$0.50 per kL compared to that charged by Coliban Water for potable water of \$2.2554 per kL.

Water sourced from the Coliban Water supply used at the Donaldson Park facility is invoiced and paid by Loddon Shire Council. The amount is then on-charged to either the Donaldson Park Committee of Management (6 months of the year) or the Wedderburn Redbacks (remaining 6 months of the year).

In April 2018 a large Skinners Flat meter reading was provided to finance staff for invoicing. This issue was then passed on to the relevant responsible staff member for investigation due to the large difference observed to previous water usage patterns. It was also observed at this meter reading that a new Coliban water meter had been installed.

A large Coliban Water invoice was also received around the same time.

The meter for the Coliban water source had previously been turned off while water has been available from the Skinners Flat Reservoir.

Invoices have been raised for these charges to the Donaldson Park Committee of Management and they have requested an investigation be undertaken prior to payment as they believe the costs to be excessive and incorrect.

A letter was sent to Coliban Water on 17 December 2018. A response was received by letter dated 24 December 2018.

ISSUES/DISCUSSION

Coliban Water investigated the water bill invoiced to Council for Donaldson Park and confirmed the accuracy of the bill. Coliban Water examined historical water usage and confirmed similar or greater usage in past years.

The availability of Skinners Flat water in 2017 resulted in no usage of Coliban Water during the same period. However in April 2016, 2015, and 2014 there was similar or higher usage to April 2018. During these years Council had a policy of subsidising the cost of water usage as a response to drought conditions, so Donaldson Park would not have been charged at full cost recovery in these years.

The Donaldson Park Committee of Management has asked if Council would be able to assist the Committee by contributing to the cost of the account. It is proposed that the Donaldson Park Committee of Management pay for usage at the rate charged for Skinners Flat water.

As Council has paid the account and was seeking full cost recovery from the Donaldson Park Committee of Management, the intent of the request for assistance from the Donaldson Park Committee of Management is that Council refrain from seeking full cost recovery.

The officer recommendation contained in this report is that Council seek full cost recovery from the Donaldson Park Committee of Management for the Coliban Water invoice. If Councillors are of a mind to depart from this recommendation, the following alternative recommendation has been prepared for consideration:

“That Council meets the cost of \$3,060 as a one-off ex-gratia contribution towards the Coliban Water invoice due to the unusual circumstances pertaining to the matter.”

COST/BENEFITS

The cost associated with the use of water by the Donaldson Park Committee of Management should be fairly attributed. The use of both Coliban Water and Skinners Flat water need to be properly accounted for and effectively managed into the future.

Should Council wish to assist the Donaldson Park Committee of Management by not seeking full cost recovery of the Coliban Water invoice and seeking reimbursement only at the rate for Skinners Flat water, the cost to Council would be \$3,060. In terms of cost/benefits, Council meeting the cost of \$3,060 is an impost on Council but a benefit to the Donaldson Park Committee of Management.

RISK ANALYSIS

The risks associated with a recurrence of similar circumstances in the future have been mitigated by the installation of a padlock on the control valve for the Coliban water meter.

There is a risk that assisting the Donaldson Park Committee of Management by not seeking full cost recovery will set a precedent for other committees seeking assistance paying bills for the management of their facilities.

CONSULTATION AND ENGAGEMENT

Previous discussion with Councillors has occurred at the Council Briefing and Meeting held on 27 November 2018, and Council Meeting on 11 December 2018, and the Council Forum on 8 January 2018 and there has been communication with the Donaldson Park Committee of Management and Coliban Water.

RESOLUTION 2019/8

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council meets the cost of \$3,060 as a one-off ex-gratia contribution towards the Coliban Water invoice due to the unusual circumstances pertaining to the matter.

CARRIED

9.5 MAV STRATEGIC PLAN

File Number: 02/04/003
Author: Phil Pinyon, Chief Executive Officer
Authoriser: Phil Pinyon, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That the issues outlined in this report, together with any others endorsed by Council, be raised at the MAV Strategic Planning Session in February.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Councillors discussed potential items at the January Council Forum.

BACKGROUND

The Municipal Association of Victoria's (MAV) bi-annual strategic planning process will commence in February 2019.

Eight consultation sessions are being held across the state to provide an important opportunity for members to influence the MAV's work priorities and inform the development of its 2019/20 Strategic Work Plan.

The session that Loddon Shire will be involved in is scheduled for 8 February 2019, 1-3pm, following the Loddon Campaspe Group of Councils meeting at Castlemaine.

Input and feedback from Councillors, Chief Executive Officers and relevant officers is being sought to ensure that the MAV remains focused on meeting members' needs.

ISSUES/DISCUSSION

To date the issues below have been identified for consideration and any other matters raised and endorsed by Council can be added to the list.

The MAV to:

- Advocate for an increase in the Commonwealth's total funding pool for allocation to local government under the Financial Assistance Grant program.
- Establish a comprehensive repository of policies, best practice case studies and the like for members to access to improve the efficiency and effectiveness of councils and to enhance collaboration between councils.
- Seek to secure funding for smaller rural councils to engage professional staff for a two year fixed term contract to develop the level of governance within those councils.
- Seek to gain a stronger understanding of the issues facing Council's brought about by the protracted aged care transition and develop an advocacy position and support/guidance framework based on thorough consultation with the LG aged and disability sector.
- Advocate for the cost of compliance imposed on Councils to be borne by the relevant government agency, where Council is acting on behalf of that agency. An example of this

cost burden is where a Council is the designated waterway authority to administer waterways approvals and is currently required to meet associated costs.

COST/BENEFITS

There is a significant benefit in the work priorities of the MAV being focused on meeting members' needs and in appropriately advocating on behalf of member Councils.

RISK ANALYSIS

Nil

CONSULTATION AND ENGAGEMENT

Council Executive staff and Councillors were requested to provide input of issues for consideration and this subject was discussed at the January Council Forum.

RESOLUTION 2019/9

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That the issues outlined in this report, together with any others endorsed by Council, be raised at the MAV Strategic Planning Session in February.

CARRIED

10 INFORMATION REPORTS

Nil

11 COMPLIANCE REPORTS**11.1 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-
WEDDERBURN ENGINE PARK****File Number:** 02/01/048**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** 1. Map Crown Allotments 75A, 75B, 75C**RECOMMENDATION**

That Council

- 1) approves the change of name Wedderburn Engine Park Committee of Management to Wedderburn Engine Park and Market Square Reserve Committee of Management.
- 2) appoints the persons named in this report as members of the Wedderburn Engine Park and Market Square Reserve Section 86 Committee of Management, effective immediately.

CONFLICT OF INTEREST

There may be a perceived conflict of interest for a Council staff member involved in the preparation of this report. The interest has been declared in a primary return. A staff members has an involvement in the subject matter of the report by virtue of their volunteer commitment to the Committee of Management and the volunteer commitment by their family members.

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Wedderburn Engine Park Committee of Management on 27 June 2017.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- President, who shall be Chairperson of the Committee
- Secretary
- Treasurer.

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, at least 6 community representatives are preferred.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

The committee believes that a name change will more accurately reflect its membership and activities. Minutes for the committee of management have been received and it was discussed and agreed at the annual meeting held on 5 July 2018 and verified with the proposed appointment of Wedderburn Band Cricket Club members at a special meeting 14 December 2018. The Committee of Management has suggested a change of name to Wedderburn Engine Park and Market Square Reserve Committee of Management.

Council is currently the Crown Land Committee of Management for Crown Allotment 75A known as the Wedderburn Engine Park and is also Crown Land Committee of Management for Crown Allotment 75B and 75C known as the Market Square Reserve. A section 86 instrument of delegation has been in place for Crown Allotment 75A but there has been no delegation in place for Crown Allotments 75B and 75C. Refer to the attached map.

Wedderburn Engine Park and Market Square Reserve is an organisation based committee with representatives from each of the stakeholder groups. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Organisation
Bruce Hargreaves (President)	Community Member
Michelle Hargreaves	Community Member (minute secretary)
Jordan Hargreaves	Wedderburn Band Cricket Club
Jake Hayes	Wedderburn Band Cricket Club
Barry Bolwell	Wedderburn Historical Machinery and Engines Society
Neville White	Wedderburn Historical Machinery and Engines Society
Frank Cinquegrana	Wedderburn Men's Shed
Glenn Harrison	Wedderburn Men's Shed

The Council representative for this committee is Cr Gavan Holt

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

There has been regular communication between Council and Wedderburn Engine Park Committee of Management committee members and communication with the Department of Environment, Land, Water and Planning regarding this arrangement.

RESOLUTION 2019/10

Moved: Cr Gavan Holt

Seconded: Cr Colleen Condliffe

That Council

- 1) approves the change of name Wedderburn Engine Park Committee of Management to Wedderburn Engine Park and Market Square Reserve Committee of Management.
- 2) appoints the persons named in this report as members of the Wedderburn Engine Park and Market Square Reserve Section 86 Committee of Management, effective immediately.

CARRIED

11.2 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS-LITTLE LAKE BOORT

File Number: 02/01/028

Author: Michelle Hargreaves, Administration Officer

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: Nil

RECOMMENDATION

That Council appoints the persons named in this report as members of the Little Lake Boort Section 86 Committee of Management, effective immediately.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Little Lake Boort Committee of Management on 23 January 2018.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- President, who shall be Chairperson of the Committee
- Secretary
- Treasurer.

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, at least 6 community representatives are preferred.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Little Lake Boort is a community based committee with preferred representation requiring at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position
Neil Beattie	President
Doug Aldrich	Vice President
Barry Kennedy	Secretary
Ray Stomann	Treasurer
Barry Barnes	Committee Member
Dean Cosgriffe	Committee Member
Guy Contarino	Committee Member
John Nelson	Committee Member
Kevin Sutton	Committee Member
Lance Slatter	Committee Member
Luke Stomann	Committee Member
Murray Chalmers	Committee Member
Paul Haw	Committee Member
Rod Stringer	Committee Member
Tim James	Committee Member
Wendy James	Committee Member

The Council representative for this committee is Cr Neil Beattie.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2019/11

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council appoints the persons named in this report as members of the Little Lake Boort Section 86 Committee of Management, effective immediately.

CARRIED

11.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAIL-JONES EUCALYPTUS DISTILLERY SITE

File Number: 02/01/024

Author: Michelle Hargreaves, Administration Officer

Authoriser: Sharon Morrison, Director Corporate Services

Attachments: Nil

RECOMMENDATION

That Council appoints the persons named in this report as members of the Jones Eucalyptus Distillery Site Section 86 Committee of Management, effective immediately.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council approved the current list of committee members for Jones Eucalyptus Distillery Site Section 86 Committee of Management on 28 November 2017.

BACKGROUND

Current Section 86 committee instruments of delegations include Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- President, who shall be Chairperson of the Committee
- Secretary
- Treasurer.

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, at least 6 community representatives are preferred.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

ISSUES/DISCUSSION

Jones Eucalyptus Distillery Site is a community based committee with preferred representation requiring at least 6 community representatives. The following is a list of nominated representatives for the committee which meets the minimum requirement:

Name	Position
Ian Collie	President
Jeff Hooley	Vice President
Murray Baud	Secretary/ Treasurer
Kevin Poyser	Committee Member
Bert Bradley	Committee Member
Leigh Lamprell	Committee Member
Chris Sharp	Committee Member
Barbara Collie	Committee Member

The Council representative for this committee is Cr Colleen Condliffe.

COST/BENEFITS

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

RISK ANALYSIS

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

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

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

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2019/12

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council appoints the persons named in this report as members of the Jones Eucalyptus Distillery Site Section 86 Committee of Management, effective immediately.

CARRIED

12 GENERAL BUSINESS**12.1 BRIDGEWATER SKI CLUB ARRANGEMENTS**

In response to a question from Cr Beattie about progress with the proposal for the Ski Club using the camp kitchen at the Bridgewater Caravan Park for its events, Lynne Habner advised that a licence agreement for non-exclusive use of the existing Bridgewater Caravan Park camp kitchen, and a memorandum of understanding relating to an undertaking for the Ski Club to fund the construction of a new camp kitchen, have been drafted by Council's lawyers.

The drafts were provided to the Ski Club in mid-December for feedback. The Ski Club is meeting in January, and it is expected that feedback will be provided following that.

The licence agreement will also have to be endorsed by the Department of Environment, Land Water and Planning due to the fact that the caravan park is on Crown Land.

13 CONFIDENTIAL ITEMS**RESOLUTION 2019/13**

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

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 Lease of Council Property - Boort

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.

13.3 Contract 390 Bridgewater Public Caravan Park Management Services

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.

13.4 Contract 419 Footpath construction and associated works 2018-2019

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.

13.5 Contract 435: Supply of Banking and Bill Payment Services

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.

13.6 Contract 445: Supply of Internal Audit Services

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 2019/14

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That the meeting be closed to the public at 3.55pm.

CARRIED

13.1 REVIEW OF CONFIDENTIAL ACTIONS**RESOLUTION 2019/15**

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council receive and note the action sheet.

CARRIED

13.2 LEASE OF COUNCIL PROPERTY - BOORT**RESOLUTION 2019/16**

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council:

1. Approve Council renewing a lease with Graincorp Operations Limited for the use of part of Lot 1 on PS414125 Parish of Boort at the rate of \$1,300 per annum plus GST, indexed in accordance with the agreement for the period 1 January 2017 for five years with an option for a further 5 years commencing 1 January 2022;
2. Approve the application of the Council Seal by the CEO to any documentation required to complete transactions relating to 1 above.

CARRIED

13.3 CONTRACT 390 BRIDGEWATER PUBLIC CARAVAN PARK MANAGEMENT SERVICES**RESOLUTION 2019/17**

Moved: Cr Geoff Curnow

Seconded: Cr Neil Beattie

That Council approve an extension of Contract 390 for the Bridgewater Public Caravan Park Management services to The Trustee for Clee Family Trust, until 1 November 2019, commencing on 23 February 2019 in accordance with the provisions of S.186(1) of the Local Government Act 1989 that relate to a contract being entered into because of an emergency.

CARRIED

13.4 CONTRACT 419 FOOTPATH CONSTRUCTION AND ASSOCIATED WORKS 2018-2019**RESOLUTION 2019/18**

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council:

1. Award Contract No. 419 for construction of concrete footpaths and associated works at various locations to Tactile Australia Pty Ltd trading as One Stop Civil for the lump sum of \$231,195.00 (ex GST).
2. Authorise the Chief Executive Officer to affix the common seal of the Council to related contract documentation.

CARRIED

13.5 CONTRACT 435: SUPPLY OF BANKING AND BILL PAYMENT SERVICES**RESOLUTION 2019/19**

Moved: Cr Neil Beattie

Seconded: Cr Geoff Curnow

That Council appoints the Westpac Banking Corporation to provide banking and bill payment services for the period 1 April 2019 to 31 March 2022, with two option periods of 12 months each, which may be exercised at the same time.

CARRIED

13.6 CONTRACT 445: SUPPLY OF INTERNAL AUDIT SERVICES**RESOLUTION 2019/20**

Moved: Cr Colleen Condliffe

Seconded: Cr Gavan Holt

That Council:

1. appoint HLB Mann Judd to provide internal audit services for the period 1 July 2019 to 30 June 2023; and
2. authorise the Chief Executive Officer to sign and affix the common seal of Council to related documentation.

CARRIED

RESOLUTION 2019/21

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That the meeting be re-opened to the public at 4.31pm.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 26 February 2019 at Serpentine commencing at 3pm.

There being no further business the meeting was closed at 4.35pm.

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

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CHAIRPERSON