



**Date:** Tuesday, 23 April 2019  
**Time:** 3pm  
**Location:** Council Chambers, Serpentine

# **MINUTES**

## **Ordinary Council Meeting**

**23 April 2019**

**MINUTES OF LODDON SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, SERPENTINE  
ON TUESDAY, 23 APRIL 2019 AT 3PM**

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

**IN ATTENDANCE:** Stephen Mahon (A/Director Community Wellbeing), Lynne Habner (Manager Executive and Commercial Services), Sharon Morrison (A/Chief Executive Officer), Steven Phillips (Director Operations), Deanne Caserta (Manager Financial Services)

**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 26 March 2019
2. The minutes of the Ordinary Council Meeting of 26 March 2019
3. The minutes of the Council Forum of 9 April 2019

**REPORT**

Seeking approval of the unconfirmed minutes of the previous meetings.

**RESOLUTION 2019/72**

Moved: Cr Gavan Holt

Seconded: Cr Neil Beattie

That Council confirm:

1. The minutes of the Council Briefing of 26 March 2019
2. The minutes of the Ordinary Council Meeting of 26 March 2019
3. The minutes of the Council Forum of 9 April 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 2019/73**

Moved: Cr Geoff Curnow

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

**Nature Tourism Advisory Team and Nature Tourism Festival Committee****Other Council activities**

<b>DATE</b>	<b>Activity</b>
27/3/19	Pyramid Hill Swimming Pool end of season meeting
29/3/19	GLC ordinary meeting in Bendigo
1/4/19	Audit Committee member interviews
2/4/19	Nature Tourism Festival meeting
	NCLLEN AGM Cr Condliffe elected as a Community Representative and myself as a Council Representative
3/4/19	Audit Committee interviews

	Met with Liberal Candidate for Mallee Serge Petrovich, to discuss Council issues
4/4/19	Dingee Garden Club 20 <sup>th</sup> birthday at Marong
5/4/19	Independent Candidate for Mallee, Celia Moar, met to discuss Loddon Shire Council priorities
6/4/19	Opening of lights at Mitchell Park, Pyramid Hill at the first match of the season
8/4/19	Cr Beattie, Phil Pinyon and myself met with Scott Falconer to discuss the cultural burn at Boort.
9/4/19	Council Forum.
	Fiesta debrief meeting – another successful Fiesta. Tentative date set for 21 March 2020. Around 700 attended.
10/4/19	LEAD Loddon Murray AGM and graduate presentation in Bendigo
11/4/19	The long-awaited Mitiamo Pipeline funding announcement by Deputy PM Michael McCormack, flown in by outgoing member for Mallee, Andrew Broad. This announcement was well received by the local community
12/4/19	LCC meeting in Kyneton with Marg Allan from DELWP and Rachel Lee from RDV
15/4/19	I attended the “Connecting to Country” event in Boort run by the CMA and Dja Dja Wurrung. A range of cultural activities and food and it attracted a good crowd of visitors. Also attended Phil Pinyon.
17/4/19	RCV Forum in Melbourne, with Cr Holt and Phil Pinyon. Minister for Local Government, Adem Somyurek, is looking at ways to support the sustainability of the 17 smallest rural councils, which includes Loddon
22/4/19	Officially opened the 149 <sup>th</sup> Rheola Charity Carnival and presented sashes to Master and Miss Tiny Tot.
	Had afternoon tea with Louise Staley, Cr Curnow and Merna, Cr Condliffe and guests.

**RESOLUTION 2019/74**

Moved: Cr Geoff Curnow

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**

<b>Murray Darling Association</b>	
<b>Rail Freight Alliance</b>	
<b>GMW Connections Project:</b>	
<b>Section 86 Committees:</b> 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	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
3/4/19	Meeting Lake Boort Management Committee
6/4/19	Attended opening of new lights at Mitchell Park
8/4/19	Meeting with Parks Victoria Fire Management regarding cultural burns
9/4/19	Council Forum at Wedderburn



20/4/19	Attended Boort Easter Tennis Tournament
23/4/19	Attended Council Meeting, Serpentine

## Cr Condliffe

<b>Calder Highway Improvement Committee</b>	
<b>Section 86 Committees:</b> 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	
3/4/19: Inglewood Town Hall Hub meeting 17/4/19: BOLD meeting	
<b>Australia Day Committee</b>	
<b>Central Victorian Greenhouse Alliance</b>	
<b>Healthy Minds Network</b>	
17/4/19: Meeting Inglewood Town Hall Hub	
<b>Central Victoria Rural Women's Network</b>	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
26/3/19	Inglewood and District Community Bank Board Meeting
29-31/3/19	WOF Gathering held in Warragul
2/4/19	NCLLEN AGM Wycheproof
3/4/19	IDHS Community Engagement Committee meeting
4/4/19	Loddon Plains Landcare meeting Serpentine
7/4/19	Official Opening Pyramid Hill recreation reserve lights for the netball and football lights

8/4/19	Ansett meeting Inglewood
9/4/19	Council Forum Wedderburn
10/4/19	IDHS
11/4/19	Kooyoora Womens Network meeting Inglewood
12/4/19	Visited East Loddon station for a venue for Our Women on Farms Gathering 2020
13/4/19	Lions dinner Inglewood
15/4/19	Dingee Bush Nursing meeting
22/4/19	Rheola Carnival 149 years
23/4/19	Council meeting, Serpentine

### Cr Curnow

<b>Loddon Mallee Waste Resource Recovery Group</b>	
<b>Section 86 Committees:</b> Kingower Development and Tourism Committee	
<b>Municipal Emergency Management Plan Committee and Municipal Fire Management Plan Committee</b>	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
4/4/19	Met with Tony Bellenger and Greg Morrissey at Laanecoerie Loddon River Reserve in endeavour to progress the boat ramp and canoe launching platform
	Met with railway historians at Shelbourne silo site
5/4/19	LMWRR Board meeting in Bendigo
9/4/19	Loddon Council Forum at Wedderburn
17/4/19	Laanecoerie Recreation Reserve triennial meeting
22/4/19	Rheola Charity Carnival

23/4/19	Loddon Shire Council meeting
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**Cr Holt**

<b>Municipal Association of Victoria</b>	
<b>Rural Councils Victoria Executive</b>	
<b>South West Loddon Pipeline Project Steering Committee</b>	
<b>South West Loddon Pipeline Project Community Consultative Committee</b>	
<b>Section 86 Committees:</b> 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	
<b>Audit Committee</b>	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
27/3/19	Attended meeting of Wedderburn Development Association
9/4/19	Attended Council Forum in Wedderburn
11/4/19	Attended South West Loddon Pipeline Steering Committee meeting
	Chaired South West Loddon Pipeline Community Consultation Committee meeting
17/4/19	Attended Rural Councils Victoria Mayors Councillors and CEOs forum in Melbourne
17/4/19	Attended Rural Councils Victoria Board meeting in Melbourne

*Councillors asked to discuss at a future Council Forum the matter of better promotion of the support that Council provides for events.*

**RESOLUTION 2019/75**

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council receive and note the Councillors' reports

**CARRIED**

## 9 DECISION REPORTS

### 9.1 CHILD SAFE STANDARDS

**File Number:** 03/01/001

**Author:** Sharon Morrison, Director Corporate Services

**Authoriser:** Phil Pinyon, Chief Executive Officer

**Attachments:** 1. Child Safe Standards Policy version 1  
2. Child Safe Standards Framework version 1

#### RECOMMENDATION

That Council adopt the Loddon Shire Council:

1. Child Safe Standards Framework version 1 and
2. Child Safe Standards Policy version 1.

#### 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 considered draft documents at the Council Forum on 9 April 2019.

#### BACKGROUND

On 13 November 2013, the Victorian Parliament tabled the report of its Inquiry into the Handling of Child Abuse by Religious and Other Non-Government Organisations (the Betrayal of Trust Inquiry).

The report provided 15 recommendations, including the introduction of minimum standards for ensuring child-safe organisations. On 15 November 2016, legislation was passed to amend the Child Wellbeing and Safety Act 2005 in Victoria. This legislation gives the Commission for Children and Young People powers to oversee and enforce organisations' compliance with the standards. From 1 January 2017, Council was required to comply with the Child Safe Standards (the Standards).

Council adopted the Child Safe Standards Statement of Commitment on 28 November 2017.

#### ISSUES/DISCUSSION

There are seven Child Safe Standards:

- Standard 1: Strategies to embed an organisational culture of child safety, including through effective leadership arrangements
- Standard 2: A child safe policy or statement of commitment to child safety
- Standard 3: A code of conduct that establishes clear expectations for appropriate behaviour with children
- Standard 4: Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new or existing personnel
- Standard 5: Processes for responding to and reporting suspected child abuse
- Standard 6: Strategies to identify and reduce or remove risks of child abuse

- Standard 7: Strategies to promote the participation and empowerment of children

The Standards have been introduced to keep children safe from harm and abuse.

Child Safe Standard 1 requires strategies to embed an organisational culture of child safety, including through effective leadership arrangements. Adopting a Child Safe Standard Statement of Commitment demonstrated that Council is leading from the top and embedding a culture of child safety. The document set out Council's overall response to the Standards and lay the foundation for the review and development of other policies, procedures and forms.

The following documents represent the next layer in Council's response to the Standards:

- Child Safe Standards Framework (standard 2)
- Child Safe Standards Reporting Policy (standard 2)
- Child Safe Standards Code of Conduct Poster (standard 3)
- Child Safe Standards Reporting Procedure (standard 5)
- Child Safe Standards Incident Report Forum (standard 5 and 6)
- Child Safe Standards Internal Forum for Child Safe Officer (standard 5 and 6)

Only the Framework and Policy require Council approval under the Strategic Document Policy and Procedure Framework. The remaining documents can be approved by the Management Executive Group.

### **COST/BENEFITS**

Some additional costs are involved in responding to the requirements of the Standards. These costs include training, additional Working with Children Checks, and staff time to develop and review documentation to ensure compliance with the Standards. These costs have been included in the operating budget.

The benefits of adopting the Child Safe Standards Framework and Policy include demonstrating leadership in keeping children safe from harm and abuse and complying with legal requirements.

### **RISK ANALYSIS**

Penalties for failure to disclose abuse to police carry a maximum penalty of 3 years imprisonment. Penalties for failure to protect a child carry a maximum penalty of 5 years imprisonment. By adopting the Child Safe Standards Framework and Policy, Council is increasing awareness of the Standards and reducing the risk of non-compliance with the Child Wellbeing and Safety Act.

### **CONSULTATION AND ENGAGEMENT**

The documents have been developed with input from staff and have been through all other relevant procedures for approval of documents.

#### **RESOLUTION 2019/76**

Moved: Cr Geoff Curnow  
Seconded: Cr Colleen Condliffe

That Council adopt the Loddon Shire Council:

1. Child Safe Standards Framework version 1 and
2. Child Safe Standards Policy version 1.

**CARRIED**

**9.2 REVIEW OF RATING STRATEGY 2017-2021****File Number:** 09/06/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Rating Strategy 2017-2021 v2**RECOMMENDATION**

That Council adopts the Rating Strategy 2017-2021 v2.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council adopted version one the Rating Strategy 2017-2021 (the Strategy) at the January 2017 Council Meeting.

**BACKGROUND**

Under the Local Government Act (1989) (the Act), a primary objective of all Victorian local governments is to ensure the equitable imposition of rates and charges (Section 3C(f)). The purpose of this Strategy is therefore to consider options available to Council under the Act and how Council's choices in applying these options contribute towards meeting an equitable rating strategy.

**ISSUES/DISCUSSION**

The purpose of the Strategy is to communicate how properties will be rated in the Loddon Shire. The Strategy considers issues that exist within the current rating system, studies options available under existing legislation and determines a plan to implement changes, where necessary, to achieve a fair and equitable outcome, for all ratepayers.

The strategy outlines:

- the process Council undertakes each year in deciding the total rates and charges to be raised along with how it will be distributed amongst the ratepayers
- impact of the "Fair Go Rates System"
- the legislative framework
- rating charge types currently utilised by Council
- valuation methodology and the valuation base used by Council in these calculations
- differential rating methods and Council's position
- fire services property levy on behalf of the state government
- supplementary rates and the impact on rates and charges
- who is eligible for rebates and concession and how it is applied
- what options ratepayers have for making rates and charges payments
- application of the Payment in Lieu of Rates (PiLoR) scheme.

Although it is not due for review until January 2021, the Strategy has had an early review. The key reason is to ensure that when yearly approved valuation information has been received by Council, a review (and if necessary an adjustment) to differential is permissible within the revised Strategy.

For the 2019/20 Budget Council has defined a differential rate split of 12% with rural properties having a rate in the dollar of 88% of the general rate. This is a modest adjustment from 11% in 2018/19 to take account of the valuation changes that have shown a higher increase in rural valuations compared to residential valuations.

To allow for future changes, a further sentence has been added to Section 10 – Objective of Council's Differential Rates to allow for the review of the differential split to ensure the fair allocation of rates remains.

On review there were also a small number of other minor changes within the document. These are highlighted in more detail below:

1. In order to ensure the document remains relevant for the full four year period, reference to the 2016/17 Budget figures has been removed.
2. Clarification that Council has not applied for a rate cap variation to date.
3. The Strategy has been updated to reflect the legislated changes to the valuation process in 2019/20 to annual valuations and that the control for this process now sits with the Valuer-General Victoria.
4. Addition of a section to outline Payment in Lieu of Rates (PiLoR), what it is, when it occurs and where additional information may be sourced.

### **COST/BENEFITS**

This document will be used to guide Council in making decisions around the setting of rates and municipal charges and the equitable distribution of these charges for future Long Term Financial Plans (LTFP) and Annual Budgets.

### **RISK ANALYSIS**

The principles of good governance require Council to provide ongoing or periodic monitoring and review of the impact of major decisions. It is essential that Council evaluates, on a regular basis, the legislative objectives to which it must have regard and those other objectives which Council determines are relevant.

Council is seeking to fully document its objectives and approach to the raising of rate revenue in line with its goal of providing transparency in its decision-making.

### **CONSULTATION AND ENGAGEMENT**

The document has been subject to the normal approval process of Policy Review Group, Management Executive Group and Council Forum prior to presentation in the Council Meeting Agenda.

#### **RESOLUTION 2019/77**

Moved: Cr Geoff Curnow  
Seconded: Cr Colleen Condliffe

That Council adopts the Rating Strategy 2017-2021 v2.

**CARRIED**



**9.3 FINANCE REPORT FOR THE PERIOD ENDING 31 MARCH 2019****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 March 2019**RECOMMENDATION**

That Council

1. receives and notes the Finance Report for the period ending 31 March 2019
2. approves budget revisions included in the report for internal reporting purposes only.

**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 March 2019 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.

**ISSUES/DISCUSSION**

**Budgeted Surplus** - Council's budgeted cash surplus has decreased from \$3.62M to \$3.60M due to a decrease in expected grant income and a decrease in expected operating expenditure.

**Income Statement (revenue)** - Council's year to date (YTD) operating revenue is at 84% of YTD budget. Revenue brought to account for March was \$4.42M (\$2.59M last month). Capital grants are behind YTD budget with interest and user fees currently ahead of YTD budget.

**Income Statement (expenditure)** - Council's operating expenditure is at 92% of YTD budget. Payments for this month totalled just over \$3.78M, compared to \$3.49M last month. Labour is slightly behind budget at 96% (96% 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 with utilities currently ahead of YTD budget.

**Capital Works** - The revised budget for capital works is \$13.62M and is 41% complete in financial terms for the current financial year (27% last month). Asset types with major variations (10% or \$10K) include furniture and equipment, land and buildings, urban and road drainage, recreation leisure and community facilities, footpaths along with parks, open space and streetscapes with many projects underway or still to commence. Officers have completed reviewing 2018/19 budgets versus actuals to determine whether further revisions need to be made to accurately reflect projects not proceeding or savings within projects already delivered. This explains the significant drop in capital works expected to be completed for the year.

**Balance Sheet** - Council has a cash total of \$18.2M with \$3.0M in general accounts. Debtors are \$2.03M which is a decrease of \$1.24M in the month primarily due to the receipt of rates. Sundry debtors total \$776K with invoices outstanding for 60 or more days relating to community wellbeing debtors and local community groups totalling approximately \$125K.

There were no supplementary valuations updated during March. The total rateable CIV at the end of March remains at \$2.16B.

### **COST/BENEFITS**

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed.

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.

### **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 2019/78**

Moved: Cr Neil Beattie

Seconded: Cr Gavan Holt

That Council

1. receives and notes the Finance Report for the period ending 31 March 2019
2. approves budget revisions included in the report for internal reporting purposes only.

**CARRIED**

**9.4 ADVERTISEMENT OF THE 2019/20 DRAFT BUDGET****File Number:** 07/01/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. 2019/20 Draft Budget**RECOMMENDATION**

That Council:

1. advertise the Draft Budget in accordance with Section 129 of the Local Government Act 1989
2. adopt the proportion of rates raised within various valuation categories as follows:
  - Rural Production to have a differential rate 12% lower than the General (Residential, Commercial and Other) differential rate
3. agree that the above distribution of rates raised demonstrates fairness and equity across the municipality
4. implement a differential rate to be struck between categories of Rural Production and General as follows:
  - General (Residential, Commercial and Other) - 0.004074 Cents in the Dollar of Capital Improved Value
  - Rural Production - 0.003585 Cents in the Dollar of Capital Improved Value
5. apply a Municipal Charge of \$217 to all properties, except where an exemption has been granted for a Single Farm Enterprise under the Local Government Act 1989
6. apply a Garbage Charge of \$280 per Residential Garbage Service (140 Litre Bin) and \$380 per Commercial Garbage Service (240 Litre Bin)
7. apply a Kerbside Recycling Service Charge of \$106 per service (240 Litre Bin)
8. update the Strategic Resource Plan for the Council Plan 2017-21 with the current information contained in the Budget, in line with the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014 requirements
9. advertise in conjunction with the Draft Budget the 2019/20 the Fees and Charges Schedule as per the March 2019 Council Meeting resolution.

**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 2019/20 Draft Budget at a Council Forum on 9 April 2019.

**BACKGROUND**

The 2019/20 Draft Budget has been prepared in draft following discussions with Councillors and senior officers.

Council has once again used the Best Practice Guide 'Model Budget' to assist with developing the budget. The Executive Summary is based on this model and has been prepared to provide an explanation of the major components of the budget.

A number of financial reports have also been developed outlining expected income and expenditure for all areas of Council in 2019/20, and comparing these to the forecast actual results for 2018/19.

The Draft Budget includes:

- the continuation of a strong cash position
- the continuation of the Community Planning program
- projects and initiatives included in Council's various strategic plans
- no new borrowings
- continuation of the use of discretionary reserves.

Council's rating increase for 2019/20 is in line with the Victorian State Government's Rate Capping Policy which has been set at 2.5% on the 2018/19 forecast budget rate income. Council has discretion over increases relating to garbage and recycling charges, and has included in the draft budget an increase of 2.5% to assist in ensuring a cost neutral position for waste collection services.

### **ISSUES/DISCUSSION**

Under Section 223 of the Local Government Act, Council must allow a 28 day timeframe for submissions to be made regarding the 2019/20 Draft Budget.

Subject to Council approval, the Draft Budget will be advertised in the Bendigo Advertiser on Saturday 27 April 2019 and the Loddon Times on Tuesday 30 April 2019. Council will receive submissions until close of business on Friday 24 May 2019.

It is proposed that Council consider submissions received at the Council Forum to be held on Tuesday 11 June 2019 and formally adopt the Draft Budget at the Ordinary Meeting of Council to be held on Tuesday 25 June 2019 in the Council Chambers at Serpentine.

### **COST/BENEFITS**

The benefits to Council and the community are that a consultative budget process complies with the Local Government Act 1989, 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 considering and then 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 the 2019/20 Budget.

**RESOLUTION 2019/79**

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council:

1. advertise the Draft Budget in accordance with Section 129 of the Local Government Act 1989
2. adopt the proportion of rates raised within various valuation categories as follows:
  - Rural Production to have a differential rate 12% lower than the General (Residential, Commercial and Other) differential rate
3. agree that the above distribution of rates raised demonstrates fairness and equity across the municipality
4. implement a differential rate to be struck between categories of Rural Production and General as follows:
  - General (Residential, Commercial and Other) - 0.004074 Cents in the Dollar of Capital Improved Value
  - Rural Production - 0.003585 Cents in the Dollar of Capital Improved Value
5. apply a Municipal Charge of \$217 to all properties, except where an exemption has been granted for a Single Farm Enterprise under the Local Government Act 1989
6. apply a Garbage Charge of \$280 per Residential Garbage Service (140 Litre Bin) and \$380 per Commercial Garbage Service (240 Litre Bin)
7. apply a Kerbside Recycling Service Charge of \$106 per service (240 Litre Bin)
8. update the Strategic Resource Plan for the Council Plan 2017-21 with the current information contained in the Budget, in line with the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014 requirements
9. advertise in conjunction with the Draft Budget the 2019/20 the Fees and Charges Schedule as per the March 2019 Council Meeting resolution.

**CARRIED**

**9.5 WORKING WITH CHILDREN CHECK POLICY FOR ADOPTION****File Number:** 03/01/001**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** 1. Working with Children Check Policy**RECOMMENDATION**

That Council adopts the Working with Children Check Policy version 1.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council was provided with an overview of the new Working with Children Check Policy at the Forum held on 9 April 2019.

**BACKGROUND**

This policy is part of Council's response to the Child Safe Standards.

**ISSUES/DISCUSSION**

The policy has been reviewed to guide Council officers in the need for a Working with Children Check. The policy provides for the following representatives of Council to have a current Working with Children Check (WWCC):

- any person who through their work with Council is deemed a mandatory reporter
- the Chief Executive Officer
- all employees who supervise work experience students under the age of 18 years
- all Councillors, employees, volunteers and contractors who meet the criteria set by the Department of Justice and Community Safety:
  - A self-assessment can be undertaken using "Do I need a Check?" <http://www.workingwithchildren.vic.gov.au/home/about+the+check/who+needs+a+check/>.
  - Council may conduct its own check using "Do my workers need a Check?" at the same link and subsequently require a Councillor, employee, volunteer or contractor to obtain a WWCC.

**COST/BENEFITS**

There is little cost associated with the adoption of version 1 of the policy as it largely reflects current practices.

The benefits of adopting the policy include greater clarity of the roles requiring a Working with Children Check and who is responsible for the cost of the Check.

**RISK ANALYSIS**

There is little risk associated with the adoption of the policy as it reflects current practices.

**CONSULTATION AND ENGAGEMENT**

Various staff have been consulted during the development of this policy.

**RESOLUTION 2019/80**

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council adopts the Working with Children Check Policy version 1.

**CARRIED**

**9.6 RURAL COUNCIL TRANSFORMATION PROGRAM****File Number:** 07/03/002**Author:** Sharon Morrison, Director Corporate Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council:

1. Notes the resolutions relating to the Rural Council Transformation Program from the Council Meeting on 26 March 2019
2. Notes the submission of the Addendum (six-council scenario) to the business case
3. Approves implementation by Loddon Shire Council of the project(s) / initiative(s) within the submitted business case and addendum, subject to the application being approved for RCTP funding.

**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 Council Meeting on 26 March 2019, it was resolved that Council:

1. Notes that Loddon Shire Council is a participant in a grouping of councils that have made an application for funding under the Victorian Government Rural Councils Transformation Program (RCTP) for the following initiative:
  - (a) *Rural Councils Corporate Collaboration (RCCC)*, in conjunction with Buloke Shire Council, Central Goldfields Shire Council, Golden Plains Shire Council, Hindmarsh Shire Council, Pyrenees Shire Council, West Wimmera Shire Council, Yarriambiack Shire Council and Horsham Rural City Council (*lead council*)
2. Notes that for an RCTP application to be eligible for consideration, the following criteria must be met:
  - (a) Submission of a joint business case by 31 March 2019.
  - (b) Each council must pass an accompanying resolution committing to implement the business case, if approved for funding. The resolution must be lodged with Local Government Victoria by 30 April 2019.
3. Approves the submission of the business case by Horsham Rural City Council on behalf of Loddon Council.
4. Notes there will be a need to approve, at the April Council meeting, implementation of the project(s) / initiative(s) within the submitted business case by Loddon Shire Council, subject to the application being approved for RCTP funding.

At the Council Forum on 9 April 2019 Councillors were provided with a briefing pack outlining the business case for the RCTP application for funding, and advised of the submission of an addendum.



**BACKGROUND**

In accordance with the Rural Councils Transformation Program (RCTP) Funding Guidelines (the Guidelines), resolutions are required from each council participating in an RCTP application. Resolutions are required which commit the council to implementation of the RCTP business case if the application is successful and funded in accordance with the submitted business case.

The RCTP funding guidelines require the business case to be accompanied by a supporting council resolution from each participating council by 30 April 2019.

Local Government Victoria advise that it is expected that the announcement of successful proposals will occur in early to mid-June 2019.

**ISSUES/DISCUSSION**

In November 2018, Council together with Buloke Shire Council, Central Goldfields Shire Council, Golden Plains Shire Council, Hepburn Shire Council, Hindmarsh Shire Council, Horsham Rural City Council, Pyrenees Shire Council, West Wimmera Shire Council and Yarriambiack Shire Council (the participating councils) submitted an expression of interest in the Rural Councils Transformation Program to undertake a project to improve the corporate systems of the participating councils.

Horsham Rural City Council (HRCC) is the lead council. Local Government Victoria appointed KPMG, on behalf of the participating councils to conduct a scoping analysis to support the expression of interest.

The expression of interest was accepted by Local Government Victoria (the funding body) and the participating councils were asked to submit a business case by 31 March 2019.

A business case was developed by KPMG which built on the expression of interest. Prior to submitting the business case, Hepburn Shire Council withdrew as a participating council. The business case was submitted by 31 March 2019 and includes a shared platform for a corporate system plus two modules – finance and payroll. Due to three Councils submitting applications for multiple projects, there may be a need for these Councils to withdraw from one or more projects. For this reason, an addendum was prepared and submitted to cover a 'six-council scenario'. This scenario would see six councils with a shared platform, finance and payroll modules, plus an additional corporate system module for document management.

**COST/BENEFITS**

It is intended that the initiative be fully funded by the RCTP funding. However, it can be expected that a significant amount of the time of some staff will need to be invested in the implementation of the initiative.

The benefits of the initiative include:

- improved resourcing, asset and IT infrastructure management
- improved governance and data-driven decision making
- more efficient and streamlined back office support
- supporting a high performance organisational culture and capabilities

**RISK ANALYSIS**

The business case will not be eligible for consideration if a copy of the March resolution and this resolution of Council as set out above is not lodged by 30 April 2019.

**CONSULTATION AND ENGAGEMENT**

Local Government Victoria has engaged and consulted with councils through the expression of interest and business case development stages of this program. Various staff within each council

have been engaged in the provision and development of material to inform the scoping analysis, expression of interest and business case.

**RESOLUTION 2019/81**

Moved: Cr Geoff Curnow

Seconded: Cr Colleen Condliffe

That Council:

1. Notes the resolutions relating to the Rural Council Transformation Program from the Council Meeting on 26 March 2019
2. Notes the submission of the Addendum (six-council scenario) to the business case
3. Approves implementation by Loddon Shire Council of the project(s) / initiative(s) within the submitted business case and addendum, subject to the application being approved for RCTP funding.

**CARRIED**

**9.7 AUDIT COMMITTEE REMUNERATION 2019-20 REPORT**

**File Number:** 06/02/003  
**Author:** Sharon Morrison, Director Corporate Services  
**Authoriser:** Phil Pinyon, Chief Executive Officer  
**Attachments:** Nil

**RECOMMENDATION**

That Council:

1. increases the quarterly remuneration paid to independent members of the Audit Committee to \$475, effective the quarter commencing 1 May 2019
2. maintains payment of an extra quarter remuneration to the Chair during a one year term
3. maintains a travel reimbursement for independent members of the Audit Committee, paid at the rate that Councillors are reimbursed for travel.

**CONFLICT OF INTEREST**

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

**PREVIOUS COUNCIL DISCUSSION**

Council was provided with an Audit Committee Remuneration Report at the Ordinary Meeting held on 24 April 2018, where Council resolved as follows:

1. *increases the quarterly remuneration paid to independent members of the Audit Committee to \$465, effective the quarter commencing 1 May 2018*
2. *maintain payment of an extra quarter remuneration to the Chair during a one year term*
3. *maintain a travel reimbursement for independent members of the Audit Committee, paid at the rate that Councillors are reimbursed for travel.*

**BACKGROUND**

The Consumer Price Index for All Groups – Melbourne for December Quarter 2017 to December Quarter 2018 seasonally adjusted is used as the guide for increases to Audit Committee remuneration annually. The indexation has been sourced from the Australian Bureau of Statistics and is 2.0%.

Application of 2.0% to the Audit Committee's current remuneration of \$465 per quarter calculates to \$474.30 per quarter. This report recommends that this amount be rounded to \$475 per quarter.

**ISSUES/DISCUSSION**

Last year's report confirmed Council's commitment of an extra quarterly payment to the Chair during a one-year term. This payment recognises the additional responsibility held by the Chair.

It also confirmed a travel reimbursement to be paid to independent members at the same rate as the Councillors' travel reimbursement.

This report recommends that the travel reimbursement and extra payment for the Chair be maintained.

**COST/BENEFITS**

There is a small financial cost to Council resulting from this report which can be accommodated within Council's budget.

**RISK ANALYSIS**

Council increases the likelihood of recruiting and retaining quality Audit Committee members by ensuring that remuneration is reviewed on a regular basis.

**CONSULTATION AND ENGAGEMENT**

Nil

**RESOLUTION 2019/82**

Moved: Cr Colleen Condliffe

Seconded: Cr Neil Beattie

That Council:

1. increases the quarterly remuneration paid to independent members of the Audit Committee to \$475, effective the quarter commencing 1 May 2019
2. maintains payment of an extra quarter remuneration to the Chair during a one year term
3. maintains a travel reimbursement for independent members of the Audit Committee, paid at the rate that Councillors are reimbursed for travel.

**CARRIED**

## 9.8 ADVERTISING THE DRAFT ACTIVATING OPEN SPACES STRATEGY FOR PUBLIC COMMENT

**File Number:** 03/01/004

**Author:** Allan Stobaus, Manager Community Support

**Authoriser:** Wendy Gladman, Director Community Wellbeing

**Attachments:** 1. Draft Activating Open Space Strategy

### RECOMMENDATION

That Council resolve to advertise the draft Activating Open Spaces Strategy for public comment.

### 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 report summarising the draft Activating Open Spaces Strategy was presented to the March 2019 Council Forum.

### BACKGROUND

In June 2017 Council received funding from the state government to develop the Sports Reserves/Township Parks Activation Plan.

Council has prepared a number of asset development plans / strategies to optimise the use of sporting reserves, swimming pools and sporting clubs. There has been less of a focus on natural and built features that enhance the overall amenity and use of public open spaces.

This document provides strategies that are designed to activate and optimise the use of reserves and open spaces to maximise the wider health and wellbeing, social and recreation objectives of Loddon residents.

In order to better activate public open spaces in Loddon Shire and increase the percentage of residents who take part in sufficient levels of physical activity, there are a number of key factors that have been taken into account when developing the direction, principles and recommendations in the strategy. These include the need to:

- promote the benefits of being physically active to the community
- create safe, inclusive and accessible spaces and places
- promote events and programs that support / increase physical activity
- involve the community in planning spaces, places, events and programs
- promote spaces, places, events and programs where physical activity occurs
- ensure that systems, policies and processes encourage physical activity
- develop partnerships with organisations to help deliver spaces, places, events and activities
- understand the financial implications associated with construction, ongoing maintenance and whole of life costs when planning and implementing the recommendations in the strategy.

The strategy is a key strategic planning tool that aims to develop and maintain public open spaces throughout the shire.

## ISSUES/DISCUSSION

The majority of the actions in this strategy have not been costed. It is the intention that each project identified for towns, e.g. outdoor fitness equipment or a playground upgrade, be scoped detail and costed as part of the planning process.

Consideration will be given to what is realistic and achievable when scoping these projects, with local residents (including local community planning groups) being invited to participate in the planning and scoping of these projects.

Loddon Shire Council staff will include any proposed projects in the normal budget processes and identify potential funding sources to support the implementation / delivery of the scoped projects.

A focus of this strategy was to assess the feasibility of installing outdoor exercise equipment in our communities. The strategy recommends the construction of outdoor fitness equipment in two towns as a pilot project. It is anticipated that this would cost approximately \$120,000 with an additional \$4,000 annually for maintenance and an annual amount of \$10,000 set aside for renewal.

In the development of recommendations, it is acknowledged that recreation reserves are key public outdoor spaces used by local residents for sport, recreation, fitness and socialisation. However, as each of the major recreation reserves in the Shire has its own master plan with a series of actions that committees of management are working towards implementing, only recommendations that improve facilities for the general public, i.e. related to playgrounds, seating, paths, BBQ areas, etc. are featured in this strategy as all other recommendations, e.g. upgrading pavilions, installing oval lighting and installing shelters for netballers are already included in the individual master plans.

It is the intention to review Council's "Parks Asset Management Plan March 2010". The Asset Management Plan was developed to document Council's asset management processes, to guide the planning, acquisition, operation, maintenance, renewal and disposal of assets.

The review of this plan will be consistent with the directions, principles and recommendations in the Activating Open Spaces Strategy. It is also the intention to include a style guide pertaining to park furniture in this strategy.

## COST/BENEFITS

The success of this strategy will be supported with the development of a realistic and achievable action plan which will identify relevant and appropriate projects at identified sites. Construction costs will be clearly determined, annual maintenance costs will be assessed and estimated as will the whole of life replacement costs.

It is expected that the completion of the action plan will position council strongly in terms of being able to access external funding from state government programs to assist with the implementation of identified initiatives.

## RISK ANALYSIS

External funding agencies prioritise initiatives that are supported by a strategic planning process and this plan will better position Council to access available external funding.

A focus of this strategy is to activate public open spaces and therefore promoting more participation in physical activity. Loddon is currently the number one ranked municipality for heart attacks in Victoria. Inactivity by individuals is a major risk factor for heart disease.

The Activating Open Spaces Strategy identifies principles associated with functionality, preferred locations, keeping maintenance and replacement costs to a minimum and will assist in the coordination of future open space development.

## CONSULTATION AND ENGAGEMENT

The development of the Activating Open Spaces Strategy was informed through:

- consultation with agencies and council officers delivering services relevant to open space development
- consultation with the community, including 273 residents throughout the municipality, including school children, youth, senior citizens, community groups and the community in general
- a review of 35 local, regional, state and national documents, including: Council Plan (2017-20), Municipal Health and Wellbeing Plan (2017-21), Recreation Strategy (2015-20), Active Victoria (2017-21), World Health Organisation Global Action Plan on Physical Activity (2018-30)
- undertaking an audit of all public open spaces in the Shire to assess the type of infrastructure available, the condition of the infrastructure and opportunities for improvement
- undertaking a demographic analysis of the Loddon community.

It is now recommended that the strategy be placed on exhibition for public comment.

**RESOLUTION 2019/83**

Moved: Cr Gavan Holt

Seconded: Cr Geoff Curnow

That Council resolve to advertise the draft Activating Open Spaces Strategy for public comment.

**CARRIED**

**10 INFORMATION REPORTS**

Nil



## 11 COMPLIANCE REPORTS

### 11.1 SECTION 86 COMMITTEES - STATUS REPORT

**File Number:** 02/01/005

**Author:** Michelle Hargreaves, Administration Officer

**Authoriser:** Sharon Morrison, Director Corporate Services

**Attachments:** Nil

#### RECOMMENDATION

That Council note the status of the Section 86 Committees of Management.

#### 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 noted the status of Section 86 Committees of Management at the Council meeting on 23 October 2018

#### BACKGROUND

Section 86 of the Local Government Act allows Loddon Shire Council (the Council) to delegate its powers, duties or functions (with certain limitations) to special committees. These are commonly known as Section 86 Committees. A Section 86 Committee is established by an instrument of delegation by the Council, which outlines the Committee's purpose and specific powers. These Committees typically involve activities such as the management of halls, community centres, pools, recreation reserves and development & tourism within Council's boundaries.

In April 2013, the internal auditors conducted a review of Section 86 committees.

The review assessed whether Council:

- has appropriate policies and procedures to effectively govern the delegation of Council's powers, functions and duties under Section 86 of the Act
- complies with the Act in relation to the delegation of powers and functions, the appointment and on-going operation of Section 86 Committees, and
- has appropriate monitoring and reporting mechanisms in place to enable effective management of the Committees.

The results of the review identified a number of strong controls around the management and operation of Section 86 Committees as well as some opportunities for improvement including:

- The need for formal reporting to the Council on the on-going conduct and financial operations of Section 86 Committees;
- Monitoring the holding of meetings and provision of financial reports on a consistent basis.

Council indicated at the Council meeting on 24 October 2017 that a half yearly status report on section 86 committees would assist in monitoring the status of section 86 committees.

In February 2019 the Local Government Inspectorate (the Inspectorate) updated its information bulletin on Section 86 (special) committees. The information bulletin notes that section 81, 86, 87 and 98 of the Local Government Act outline the requirements Council must adhere to when establishing and maintaining special committees. The information bulletin goes on to identify the key management issues the Inspectorate found during compliance audits.

The table below lists the key management issues and Council's status on each:

<b>Key management issue</b>	<b>Loddon Shire Council's response</b>
Council unaware of the number of special committees in place and/or the names of office bearers on each committee	Council currently has 25 committees. A request is sent to the committee each year seeking the names of office bearers. These names are approved at a Council meeting.
Council unaware of the reason each special committee was established, especially, those that have been in place for a long period of time	Instrument of delegation identifies reason for committee. Signed instruments of delegation are registered by Council. A table listing the committees and their purpose is available on the website and published in the annual report.
No register of delegations	Each committee has an instrument of delegation and a register is maintained of current delegations.
Delegations not reviewed within required timeframes	Delegations are reviewed each Council cycle.
No schedule of meetings or terms of reference	Committees are encouraged to complete and submit a schedule of meetings for the next 12 months. Meeting frequency and terms of reference are set out in the instrument of delegation.
Meeting minutes not sent to council or not signed by the special committee Chair	Six monthly letters are sent to remind committees of reporting obligations including the need for timely provision of meeting minutes. Ad hoc reminders are given by phone or email based on advised schedule of meetings entered in section 86 committee reporting database. Minutes are registered by Council.
Primary and ordinary returns not submitted to the CEO on time or, not submitted at all – primary returns must be completed within 30 days of becoming a special committee member, and subsequent ordinary returns twice a year unless exempt by council	On 28 February 2017 Council resolved to exempt section 86 committees from the need to submit returns.
No funds reconciliation provided to council.	Committees are required to submit financials annually for audit by Council's Management Accountant. Where turnover is greater than \$50,000 the committee is required to use a commercial auditing firm. Financials and outcome of the audit are registered by Council. Some Committees struggle in meeting the timeframes for this requirement.

## ISSUES/DISCUSSION

Annual meetings generally take place at the end of the financial year, generating the requirement for financials and committee appointments to be provided to Council.

At the time of preparing this report (mid-April 2019), the status of committees was as follows:

<b>Committee Name</b>	<b>Status of committee</b> (active / disbanded / under review)	<b>Status of Instrument of Delegation</b> (reviewed and approved / under review / draft sent / due for review / overdue for review)	<b>Annual meeting minutes received?</b> (yes / no / comment)	<b>2017/18 financials received to be audited?</b> (yes / no / comment)	<b>Committee appointment received?</b> (yes / no / comment)	<b>Compliant with minutes forwarded</b> (yes / no / comment)
Boort Aerodrome	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Boort Tourism Development	Active	Reviewed and approved	Yes	No	No	No-not on time
Boort Memorial Hall	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Boort Park	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Bridgewater On Loddon Development	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Campbell's Forest Hall	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time
Donaldson Park	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
East Loddon Community Centre	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Inglewood Community Sports Centre	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Inglewood Community Elderly Persons Units (updated name)	Active	Reviewed and approved	Yes	No	No	No-not on time and some missing

<b>Committee Name</b>	<b>Status of committee</b> (active / disbanded / under review)	<b>Status of Instrument of Delegation</b> (reviewed and approved / under review / draft sent / due for review / overdue for review)	<b>Annual meeting minutes received?</b> (yes / no / comment)	<b>2017/18 financials received to be audited?</b> (yes / no / comment)	<b>Committee appointment received?</b> (yes / no / comment)	<b>Compliant with minutes forwarded</b> (yes / no / comment)
Inglewood Town Hall Hub	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Jones Eucalyptus Distillery Site	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time
Kingower Development and Tourism	Active	Draft	Yes	Yes	Yes	No-not on time and some missing
Korong Vale Mechanics Hall	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Korong Vale Sports Centre	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time
Little Lake Boort Management	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Loddon Southern Tourism and Development	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Pyramid Hill Memorial Hall	Active	Reviewed and approved	Yes	Yes	Yes	Yes
Pyramid Hill Swimming Pool	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time and some missing
Serpentine Bowls and Tennis Pavilion Reserve	Active	Under review	No	Exempt	No	No- missing
Wedderburn Community Centre	Active	Under review	Yes	Yes	No	No-not on time and some missing

<b>Committee Name</b>	<b>Status of committee</b> (active / disbanded / under review)	<b>Status of Instrument of Delegation</b> (reviewed and approved / under review / draft sent / due for review / overdue for review)	<b>Annual meeting minutes received?</b> (yes / no / comment)	<b>2017/18 financials received to be audited?</b> (yes / no / comment)	<b>Committee appointment received?</b> (yes / no / comment)	<b>Compliant with minutes forwarded</b> (yes / no / comment)
Wedderburn Engine Park and Market Square Reserve (updated name)	Active	Reviewed and approved	Yes	Exempt	Yes	Yes
Wedderburn Mechanics and Literary Institute	Active	Reviewed and approved	Yes	No	Yes	Yes
Wedderburn Tourism Inc.	Active	Under review	Yes	Yes	Yes	No-not on time and some missing
Yando Public Hall	Active	Reviewed and approved	Yes	Yes	Yes	No-not on time
<b>Results as at April 2019</b>	Total (n=25)	Reviewed and approved = 21 Draft = 1 Under review = 3	Yes = 22 No = 3	Yes = 19 No = 4 Exempt = 2	Yes = 17 No = 8	Yes = 3 No = 22
<b>Results as at end of October 2018</b>	Total (n=25)	Reviewed and approved = 19 Draft = 1 Under review = 5	Yes = 22 No = 3	Yes = 19 No = 4 Exempt = 2	Yes = 17 No = 8	Yes = 2 No = 23
<b>Results as at end of March 2018</b>	Total (n=25)	Under review = 14 Draft sent = 8 Finalised = 3	Yes = 22 No = 3	Yes = 22 No = 1 Exempt = 2	Yes = 23 No = 2	Yes = 3 No/comment = 22
<b>Results as at end of October 2017</b>	Total (n=29)	Under review = 29	Yes = 17 No = 10 Comment = 2	Yes = 16 No = 9 Comment = 4	Yes = 12 No = 15 Comment = 2	Not reported

**COST/BENEFITS**

There are no costs associated with the preparation of this report. The benefits of preparing this report include responding to previously identified opportunities for improvement identified in 2013 audit review.

**RISK ANALYSIS**

The risk of not reviewing the Section 86 committees can be seen in the reputation impact experienced by Central Goldfields Shire Council recently in not providing evidence of reviewing most Instruments of Delegation since 1995. There is also a risk that services for the community may not be suitable.

**CONSULTATION AND ENGAGEMENT**

Section 86 committees are contacted on a regular basis to follow up any outstanding documentation required for auditing purposes.

**RESOLUTION 2019/84**

Moved: Cr Neil Beattie

Seconded: Cr Colleen Condliffe

That Council note the status of the Section 86 Committees of Management.

**CARRIED**

**12 GENERAL BUSINESS**

**NIL**

**13 CONFIDENTIAL ITEMS****RESOLUTION 2019/85**

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 APPOINTMENT OF AUDIT COMMITTEE MEMBER**

This matter is considered to be confidential under Section 89(2) - (a) 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 personnel matters.

**13.3 Council purchase of property, Pyramid Hill**

This matter is considered to be confidential under Section 89(2) - (e) and (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 proposed developments and Any other matter which the Council or special committee considers would prejudice the Council or any person.

**CARRIED**

Closing of Meeting to the Public

**RESOLUTION 2019/86**

Moved: Cr Colleen Condliffe  
Seconded: Cr Geoff Curnow

That the meeting be closed to the public 3.45pm.

**CARRIED****13.1 REVIEW OF CONFIDENTIAL ACTIONS****RESOLUTION 2019/87**

Moved: Cr Geoff Curnow  
Seconded: Cr Neil Beattie

That Council receive and note the action sheet.

**CARRIED**



**13.2 APPOINTMENT OF AUDIT COMMITTEE MEMBER****RESOLUTION 2019/88**

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That Council appoints Mr Jarrah O'Shea to the Audit Committee for the period 1 May 2019 to 30 April 2023.

**CARRIED**

**13.3 COUNCIL PURCHASE OF PROPERTY, PYRAMID HILL****RESOLUTION 2019/89**

Moved: Cr Geoff Curnow

Seconded: Cr Gavan Holt

That Council:

1. resolve to make an offer on Lots 1 and 2 of the property advertised for sale at 47 Ottrey Street, Pyramid Hill, with a view to subdivide 6 blocks on the western side
2. authorise Council staff to offer up to [confidential] subject to:
  - a. planning approval for residential development for minimum of 6 blocks and
  - b. environmental assessment and contamination reports to the satisfaction of Council
3. authorise the Chief Executive Officer to apply the seal to any documentation that is necessary to complete the transaction.
4. resolve that the purchase be funded from the Major Projects Reserve.

**CARRIED**

**RESOLUTION 2019/90**

Moved: Cr Colleen Condliffe

Seconded: Cr Geoff Curnow

That the meeting be re-opened to the public 4.42pm.

**CARRIED**

**NEXT MEETING**

The next Ordinary Meeting of Council will be held on 28 May 2019 at Serpentine commencing at 3pm.

There being no further business the meeting was closed at 4.42pm.

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

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**CHAIRPERSON**