

PYRENEES
— S H I R E —



MINUTES

Ordinary Meeting of Council

6:00pm Tuesday 17 September 2019

**Council Chambers
BEAUFORT**



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PRESENT

Mayor: Cr Robert Vance

Councillors: Ron Eason, David Clark, Tanya Kehoe, Damian Ferrari

IN ATTENDANCE

Chief Executive Officer: Jim Nolan

A/Director Asset and Development Services: Katie Gleisner

Director Corporate and Community Services: Kathy Bramwell

EA to CEO and Councillors: Jane Bowker (Minute Taker)

Mayor Cr Robert Vance welcomed the gallery and press, read the opening prayer and indigenous acknowledgement.

APOLOGIES

Douglas Gowans – Director Asset and Development Services

NOTICE OF DISCLOSURE OF INTEREST BY COUNCILLORS AND OFFICERS

- CEO Jim Nolan disclosed an interest in Item 12
- The Mayor Cr Robert Vance disclosed an interest in Item 17

CONFIRMATION OF PREVIOUS MINUTES

CR EASON / CR KEHOE

That the Minutes of the:

- Ordinary Meeting of Council held on 20 August 2019;
- Closed Meeting of Council held on 20 August 2019

as previously circulated to Councillors be confirmed as required under Section 93 (2) of the Local Government Act 1989.

CARRIED

BUSINESS ARISING

The word 'perceived' was changed to 'foreseeable' on page 5 paragraph 3 in the previous minutes dated 20 August 2019.

PUBLIC PARTICIPATION

Clive Davis

A letter was sent to Cr Clark from the Beaufort Men's Shed regarding the possibility of the former DELWP depot at 6 Lawrence St, Beaufort being procured for the Men's Shed. Mr Davis asked the question what was the status of the request.

Cr Clark advised that the letter has been received.



Mr Nolan responded that the building at 6 Lawrence Street had been identified as being surplus to DELWP's needs and offered for sale through the First Right of Refusal (FROR). Council didn't take up the option up to purchase the land or building. The land has been rezoned from Public Use Zone to Commercial 1 Zone. Currently the Government is making the property ready for sale. Once this is complete the property will be offered for sale through a public process. Any member of the community can purchase the property through this process.

George Kirsanovs

The Defying the Drift Program is being held this coming Monday 23, Tuesday 24 and Wednesday 25 September. Mr Kirsanovs thanked Council for contributing towards the Program.

Mr Kirsanovs also thanked Council for removing the old wooden bridge at the back of the Beaufort Lake.

Mr Kirsanovs advised that the BPS60 Committee is still working on the Old Beaufort Primary School project.

Mr Kirsanovs asked a question regarding the new tree plantings around Beaufort. He asked for clarification as to how the decision was made in relation to the type of trees (Crepe Myrtle), location and cost.

Mr Nolan responded that Council has a Tree Planting Policy and the Crepe Myrtle has been selected due to attributes. The locations of the plantings have been determined by a Council officer. Council has allocated money over the last 2 years for tree plantings which cost approximately \$10K. Mr Nolan undertook to provide further information regarding the tree planting.

Trevor Oldaker

Mr Oldaker advised that the Trawalla Hall now hosts a lot of dances. He asked whether it is possible for Council to spread some gravel in the property entrance.

Ms Kathy Bramwell responded that Council has community grants which are currently open. The Committee can apply for funding through this grant. Ms Bramwell advised Mr Oldaker she will organise to have an application form sent to Mr Oldaker.

Sarah Hawker

Ms Hawker thanked the CEO for his open and transparent dialogue over the past month trying to obtain answers she raised at the last Council meeting in relation to the Stockyard Hill Wind Farm.

Ms Hawker read an excerpt from a paper dated 30 August 2019 by Heidi Asten, Ellen Tarasenko & Thomas Ellicott of Herbert Smith Freehills LLP regarding noise impacts from wind energy facilities.

Ms Hawker asked the question; given that Council will be responsible for noise nuisance complaints post construction, what actions are being taken to avoid the foreseeable noise nuisance complaints?

Mr Nolan thanked Ms Hawker for her question and responded the he will take the question on notice.

David Jackson

Mr Jackson advised that he is happy for Council to take his questions on notice as was the case with questions he raised at the last Council meeting regarding the Stockyard Hill Wind Farm.

Mr Jackson asked if there was any further information in respect of the matter of the Responsible Authority

Mr Jackson asked if Council would consider establishing a forum for community and host land owners in relation to Stockyard Hill Windfarm, or that a member of Council be on the current Community Reference Group to assist with dealing with issues.

Mr Jackson requested that the roads be inspected more regularly for example every three months.

Mr Jackson advised that Goldwind has a community grants program for the areas of Beaufort, Skipton, Lismore areas. Mr Jackson advised Mr Oldaker that he could apply for grant money to have gravel laid at the Trawalla Hall through Goldwind's program.

Mr Nolan advised that Council had received advice regarding the matter of the Responsible Authority role as detailed in the correspondence tabled and questions raised at the previous council meeting in relation to the Stockyard Hill Windfarm by Ms Hawker and Mr Jackson, and that Council had provided a written response to Ms Hawker and Mr Jackson, as well as provided correspondence to Goldwind and to the Department of Environment Land Water and Planning (DELWP). Mr Nolan advised there was nothing further to report in respect of the matter of the Responsible Authority at this stage.

He also advised he will take the other questions on notice.



ITEMS FOR NOTING

ECONOMIC DEVELOPMENT AND TOURISM

1. BALLARAT REGIONAL TOURISM – MEMORANDUM OF UNDERSTANDING

Ray Davies – Manager Economic Development and Tourism

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 62/10/08

PURPOSE

The purpose of this report is to update council regarding its Memorandum of Understanding with Ballarat Regional Tourism following the termination of the General Service Agreement between City of Ballarat and BRT.

BACKGROUND

Council decided to renew its MOU with BRT which was completed in June, a short time prior to the announcement by City of Ballarat that it was terminating its GSA effective as of 30 September 2019.

The effects of this decision will result in a significant reduction of \$2.7M of annual income for BRT thereby making it unable to conduct business as usual beyond the end of September.

In recent correspondence issued by BRT to its members, the organisation has proposed that its future role may be as an industry advocate rather than fulfilling the role it has performed to date in terms of marketing, industry development, product development and advocacy.

At the time of drafting this report the AGM of BRT has been scheduled for 12 September at which time there are proposed changes to the constitution to take into account the above factors and including proposed changes to the composition of the board.

The future of BRT is likely therefore, to be determined by its members at the AGM.

ISSUE / DISCUSSION

Due to the changed direction of BRT it will no longer be in a position to fulfil the obligations to Pyrenees Shire Council as outlined in the recently executed MOU.

As such correspondence has been issued to BRT to formalise the retirement of the MOU.

Alternatives to this agreement were reported to council in August and remain unclear at this time.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 5 - Development and Environment. We will undertake forward planning, and facilitate growth in our local economy while protecting key natural and built environmental values.

5.4 - Increase the visitor economy by implementing the Pyrenees Shire Council Tourism Strategy.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The 2019/20 council budgets allow for annual financial commitment of \$42,000-(excluding GST) for the MoU with BRT, which is included in the draft 2019/20 budget.



BRT have been paid for their services on a pro rata basis for services delivered during the September quarter.

CONCLUSION

BRT is no longer in a position to fulfil the obligations set out under the MOU exchanged in June, therefore requiring the deed to lapse.

Correspondence has been issued to BRT to this effect.

OFFICER RECOMMENDATION

That Council notes this report.

ASSET AND DEVELOPMENT SERVICES

2. PLANNING AND DEVELOPMENT REPORT

Katie Gleisner – Manager Planning and Development

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 66/02/02 – 08/02/02 – 50/24/02 – 46/02/02

PURPOSE

The purpose of this report is to provide Council with an update on activities within Planning, Development and Regulatory Services, during August 2019.

This report includes four parts:

- Part A: Planning
- Part B: Building
- Part C: Environmental Health
- Part D: Community Safety and Amenities

PART A: PLANNING

The planning activity statistics for June and July 2019 are summarised in the table below:-

Month	Applications received	Applications completed	Number of referrals	Requests for further information	Estimated cost of works
July 2019	14	11	5	8	\$2.27M
August 2019	10	8	1	5	\$1.67M

General Enquiries for May 2019	
Enquiry Type	Number
Pre purchase enquiry	53
Pre application enquiry	41
Existing permit enquiry	5
Current application enquiry	45
All other enquiries	61
Total Enquiries	205

Statutory planning

The planning permit applicants for a proposed highway service centre, west of Beaufort, have made an application to VCAT to have Council's decision of refusal reviewed. The hearing date for the review has been scheduled for January 2020.

Planning enquiry statistics collected throughout August confirms that there is a steady interest in developing and investing within the Pyrenees.

Strategic Planning

Pyrenees Futures

Council expects to have elements of the amended Avoca Streetscape Plan available to share with the community and other stakeholders by the end of September. Officers have requested that persons interested in the project register their contact details with council. This enables officers to more effectively communicate project updates as they become available.

The Explanatory Report for the incorporation of Waubra, Lexton and Snake Valley framework plans is being prepared. This report will allow Council to seek Ministerial Authorisation to exhibit a proposed amendment to the Pyrenees Planning Scheme.

PART B: BUILDING

Activity

The building activity statistics as at 31/07/2019 are summarised in the table below:

CATEGORY	NUMBER	COMMENT
Permits issued by private Building Surveyor	18	Highest number for the year
'Property Information Certificates' prepared and issued	10	
'Report and Consent' issued	2	
Notices and orders issued	5	
Building permit inspections undertaken	7	
Council issued permits finalised	1	** Council have not issued building permits since June 2018

Key projects & compliance

The Municipal Association of Victoria (MAV), on behalf of 79 Victorian councils, has prepared and submitted a response to the Swimming Pool and Spa Safety Standards Regulatory Impact Statement (RIS). Whilst MAV generally supports the direction of the RIS, they have expressed concerns around the resourcing and financial implications that the new standards will have on Council and the community. MAV have also requested that an education and awareness campaign be developed and funded by the state to allow pool and spa owners to understand the new obligations and requirements.

The Victorian Building Authority Levy Audit officer visited council during August. This was to ensure that mandatory inspection reporting is being undertaken in accordance with council's legislative obligations. The audit confirmed that council is compliant and that there were no outstanding actions.

Council plan / legislative requirements

- Council Plan 2013-2017
- Building Act* 1993
- Building Regulations 2018

Financial / risk implications

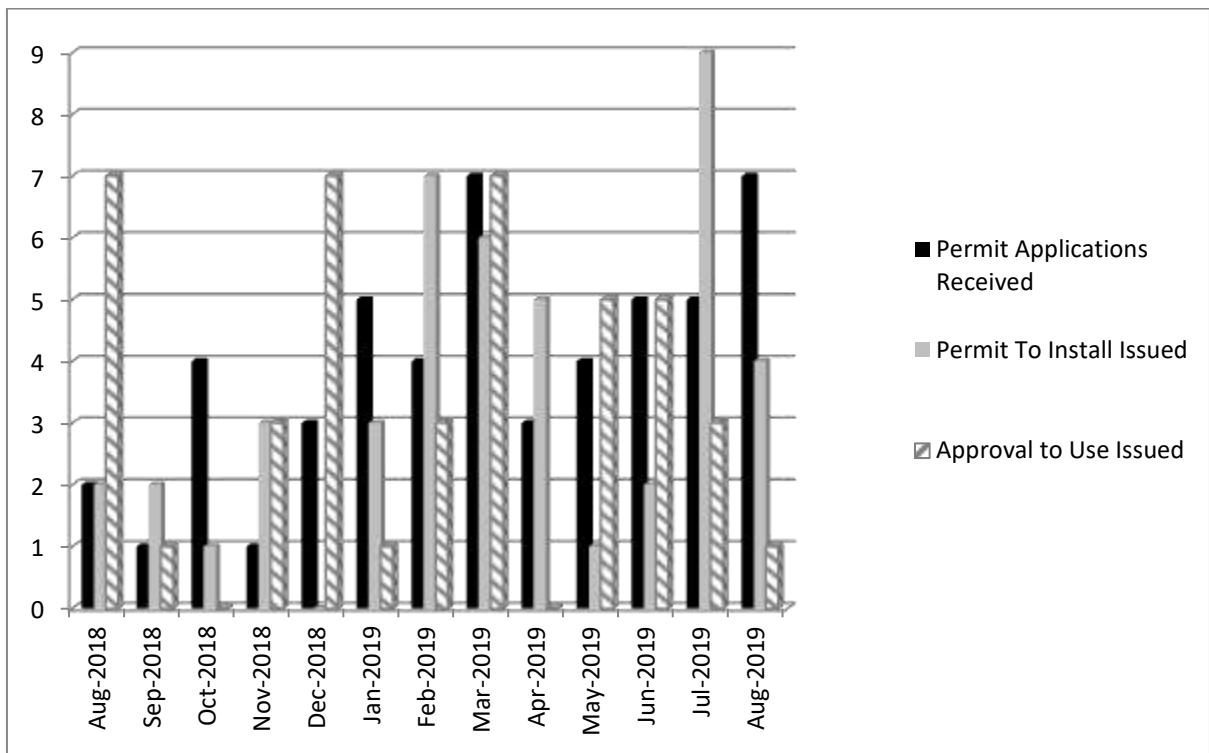
The Municipal Building Surveyor must have regard to any relevant guidelines under the *Building Act* 1993 or subordinate regulations. The building services department must ensure that a responsive service is provided that meets the demand of the building industry within the municipality.

PART C: ENVIRONMENTAL HEALTH

Activity: Wastewater

Period	Applications to Install New or Alter Existing Septic Tanks Received	Permits to Install Issued	Approval to Use Issued	Fees Paid
1st – 31st August 2019	7	4	1	\$2,340

Wastewater activity statistics for August 2019



Monthly wastewater activity (August 2018 to August 2019)

Wastewater related tasks for June 2019	
Septic Tank Inspections	7
Domestic Wastewater Management Plan Inspections	4
Domestic Waste Water Service Agent Reports	4

Activity: Food, Health & Accommodation Premises

Food Act 1984 and Public Health and Wellbeing Act 2008 Premises activity

Period	New Premises	Routine Inspections and Assessments	Follow Up Inspections	Complaints Received about Registered Premises	Food Recalls	Fees Paid
1 st -31 st August 2019	0	15	0	1	2	\$0

Mobile and Temporary Food Premises in the Shire (Streatrader)

Period	New Applications	New Class 4 Notifications	Routine Inspections and Assessments	New Statements of Trade (SOT)	Fees Paid
1 st -31 st August 2019	1	1	2	29	\$60

At 31st August 2019, Pyrenees Shire had 39 current registrations with 42 premises registered, 75 low risk notifications and 196 current Statements of Trade (SOT).

Activity: immunisations

Immunisation sessions were conducted in Beaufort and Avoca whilst the opportunistic immunisations performed by the Maternal Health nurses continued. A session was also run at the Beaufort Secondary School.

Session Type	Number of Clients & Vaccines	2 Month - 4+ Yr Old	Secondary School	Adult
MCHN Opportunistic	Clients	25	0	0
	Vaccines	62	0	0
Beaufort Sessions	Clients	7	19	0
	Vaccines	13	19	0
Avoca Session	Clients	1	0	0
	Vaccines	3	0	0

Immunisation activity statistics for August 2019

Domestic Wastewater Management

Properties in the township of Redbank have been sent letters and surveys in preparation for Domestic Wastewater Management Plan inspections which have been scheduled for September.

Compliance issues

Officers received one complaint in relation to a registered food premises and one Public Health and Wellbeing nuisance complaint.

Work continues to identify prescribed accommodation businesses operating without registration.

Council plan / legislative requirements

- Council Plan 2013-2017
- Domestic Wastewater Management Plan 2015-2018
- Food Act 1984
- Public Health & Wellbeing Act 2008

- Tobacco Act 1987
- Environment Protection Act 1970
- Code of Practice for Septic Tanks

Financial / risk implications

The Environmental Health Officer (EHO) must work with regard to various legislative requirements with respect to Food Safety (*Food Act 1984*), Public Health (*Public Health & Wellbeing Act 2008, Environment Protection Act 1970*), Tobacco (*Tobacco Act 1987*) and Wastewater (*Environment Protection Act 1970, Domestic Wastewater Management Plan, Code of Practice for Septic Tanks*).

It is necessary for the EHO to adapt to any changes in regulations whilst still providing a service that meets the demands of residents within the municipality and complies with legislation.

PART D: LOCAL LAWS AND ANIMAL CONTROL

ACTIVITY - Animals

	August 2019	Total Year to date
Cats registered	607	-
Dogs registered	2424	-
Cats impounded	5	9
Cats reclaimed	1	3
Cats euthanised	1	3
Dogs impounded	3	10
Dogs reclaimed	3	8
Dogs euthanised	0	1
Stock impounded	3	6

Registration and impoundment statistics

ACTIVITY - Infringements

Infringement Type	June 2019	Total YTD (201/20)
Domestic Animals Act	14	49
Local Laws	4	9
Road Safety Act	5	8
Environment Protection Act	0	0
Impounding of Livestock Act	0	0
Other	0	0
Total Infringements Issues	23	66
Prosecutions	3	3

Infringement statistics

Three matters were heard in the Magistrates Court during August.

- **Unregistered Dog & Dog at Large**

Following a failure to pay two infringements, the matter was taken to court where the accused received an aggregate fine given of \$616.00 without conviction and ordered to pay Council costs of \$127.40.

- **Unregistered Dog**

Following a failure to pay an infringement an unregistered dog, the matter was lodged in the Magistrates Court. The accused received a fine of \$322.00 without conviction and ordered to pay Council costs of \$84.40.

- **Dog Attack**

Following two attacks on separate occasions and a series of unpaid fines, the matter was lodged in the Magistrates Court where the accused received an aggregate fine of \$2500.00 with a conviction. The accused was also ordered to pay Council costs of \$127.40.

Council plan / legislative requirements

- Council Plan 2013-2017
- Domestic Animals Act 1994
- Domestic Animal Management Plan 2012-2016
- Council Local Laws No. 2, No. 3 and No. 4

Local laws and animal control summary

1. A review of existing operational procedures is underway to strengthen the administration of Council's Local Law. The review seeks to achieve fairness and consistency for residents of the shire, whilst ensuring that compliance is effectively achieved.
2. Council continues to investigate matters of non-compliance across the Shire.

CORPORATE AND COMMUNITY SERVICES

3. CUSTOMER ACTION REQUESTS – JULY 2019

Kathy Bramwell – Director Corporate and Community Services

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 16/08/04

PURPOSE

The purpose of this report is to update Council on requests made through the Customer Action Request System (CARS) for the month of August 2019.

BACKGROUND

Council has operated an electronic Customer Action Request System (CARS) for a number of years enabling residents to lodge service requests. Requests can be lodged in person, via telephone, via Council's website or by using a smart phone "Snap Send Solve" application.

Service requests are received for operational issues regarding maintenance, pools, local laws, building maintenance and compliance matters. The system is also used for internal telephone messaging and case management of some matters.

ISSUE / DISCUSSION

214 CARS were received in August 2019, 75 of which related to telephone messages. 207 requests were closed during the month resulting in 254 outstanding.. As at the 31st August 2019 the status of CARS was as follows:

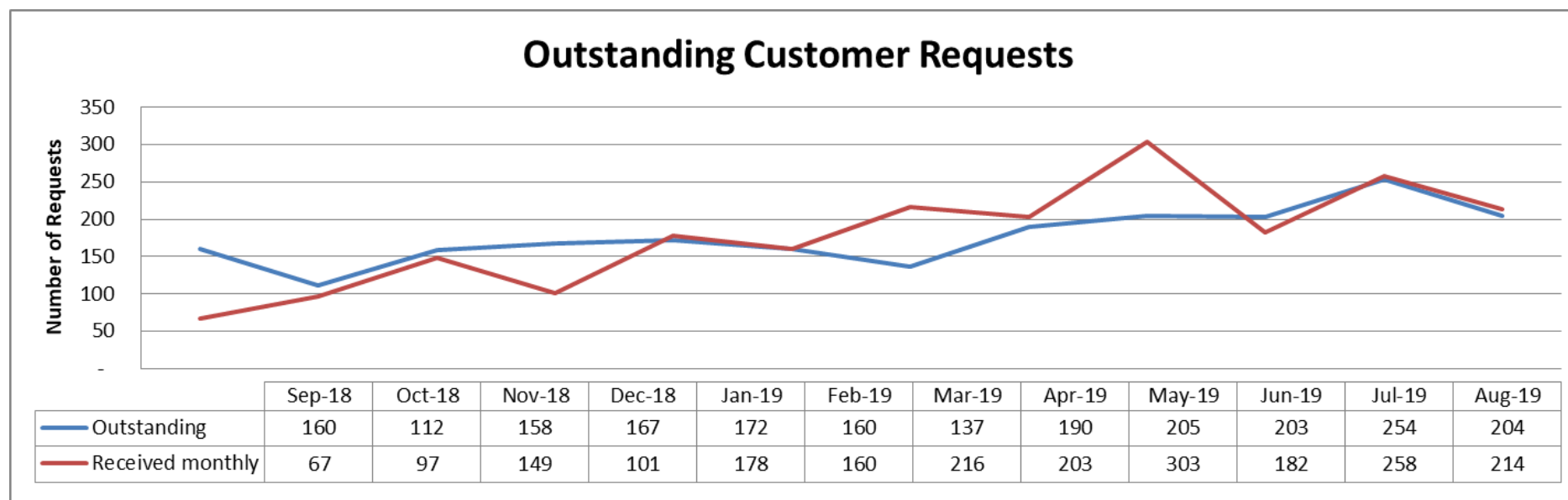
- No change in 2017 outstanding CARS – currently at 2
- Decrease by 2 in 2018 outstanding CARS to 14
- 20% decrease in total CARS outstanding (a decrease from 254 to 204)

The following table shows an overview of requests received and outstanding by Ward. Requests received over and above these numbers relate to telephone messages which are not allocated by Ward.

	Avoca Ward	Beaufort Ward	De Cameron Ward	Ercildoune Ward	Mount Emu Ward
Number of Requests received in August 2019	30	37	20	19	33
Requests received in August still outstanding	8	12	12	7	15
Outstanding requests older than 1 month	35	35	12	19	24
Total outstanding requests	43	47	24	26	39



Total Outstanding Cars Requests													
Year	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	% Change
2016	21	3	3	2	1	1	-	-	-	-	-	-	0
2017	29	18	12	10	6	4	3	2	2	2	2	2	0%
2018	110	91	143	155	105	65	36	22	17	15	16	14	-7%
2019					60	90	98	166	186	186	236	188	1%
Total	160	112	158	167	172	160	137	190	205	203	254	204	-20%
Total Received	67	97	149	101	178	160	216	203	303	182	258	214	18%



30 July 2019 - Open Requests - Type			
	Jul-19	Aug-19	Change
Roads	38	30	-8
Streetlights	2	2	0
Drainage	24	24	0
Footpaths	7	9	2
Roadside Vegetation	13	13	0
Environmental Health	0	1	1
Planning	0	1	1
Bld maintenance	36	14	-22
Park & Reserves	2	5	3
Local Laws	33	30	-3
Fire Hazard	0	0	0
Bld Compliance	2	0	-2
Road Maintenance	25	22	-3
Waste Management	1	1	0
Roads Unsealed	4	4	0
Road Maintenance Unsea	10	8	-2
Cats	2	1	-1
Natural Disasters	0	0	0
Pools	0	0	0
Council Cleaning	0	1	1
EPA - Litter	1	2	1
Design & Assets	0	0	0
GIS	0	0	0
Community Wellbeing	1	0	-1
Dogs	13	8	-5
Livestock Act	5	3	-2
Parking	0	0	0
Telephone messages	34	25	-9
Total	253	204	49

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Roads and Townships. We will plan, manage, maintain and renew infrastructure in a sustainable way that responds to the needs of the community.

1.1 - Ensure local roads are maintained and renewed in line with adopted plans and strategy to provide a safe transport network and meet community needs.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

There are no financial implications associated with this report.

CONCLUSION

The Customer Action Request System remains an integral part of Council's reactive identification of issues that need attention, as well as case management of more complex matters. Ongoing focus and effort continues with regard to resolution of customer requests in a timely and effective manner.

OFFICER RECOMMENDATION

That Council notes the above report.



4. AUDIT AND RISK COMMITTEE

Kathy Bramwell – Director Corporate and Community Services

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 32/04/04

PURPOSE

The purpose of this report is to provide Council with an update of the Audit & Risk Committee meeting held on 27th August 2019.

BACKGROUND

In accordance with Section 139 of the Local Government Act 1989 Council is required to establish an Audit Committee. Council's Audit & Risk Committee meets three times per year and the attached report is a summary of the meeting held on 27th August 2019.

ISSUE / DISCUSSION

A brief overview of the issues considered by the Audit & Risk Committee is provided for Council's information:

- The 2018/19 Year End Financials, Council's Performance Statement and Auditor's management letter and closing report were introduced by Council's Manager Finance and external auditors, Crowe Australia. A clean audit outcome was reported and the financial documents were adopted in principal by the Committee.
- The 2019/20 final budget document was provided to the Committee.
- An internal audit report was provided to the Committee by Council's Internal Auditors, AFS & Associates. The audit was conducted on Council's risk management framework and findings identified seven areas of strength and six areas of risk. Recommendations have been included within the Outstanding Issues Register for action.
- AFS & Associates facilitated a self-assessment of Audit & Risk Committee performance and the final report was provided to the Committee.
- An internal audit report was provided to the Committee following a review of outstanding issues. Following this review, 14 items were deemed complete and the Committee authorised their closure.
- A full report on outstanding issues and progress against them was provided to the Committee.
- AFS & Associated provided an internal audit program status update and the Committee approved recommendations for change to:
 - Remove the planned 2019/20 internal audit on emergency management as oversight of this at present remains constant; and
 - Introduce two new internal audits to the 2019/20 program focusing on procurement governance and cash management practices.
- Governance, risk & compliance updates were provided to the Committee.
- A report on annual leave balances and work undertaken to reduce leave balances was provided.
- A report on the recent audit undertaken by the Victorian Auditor-General's Office (VAGO) on fraud & corruption in local government was discussed, and a report provided by AFS & Associations on recent reports and publications of interest to Councils.



- An update of VAGO’s performance audit program was provided. It was noted that, although the Pyrenees Shire Council was not included within any of planned audits in 2019/2020 or 2020/2021, councils had not yet been nominated for future years.
- The CEO provided a report on current issues for the Pyrenees Shire Council.

In General Business Cr Ferrari sought clarification on two issues:

- Whether a request for traffic light reporting on Customer Action Requests will be implemented. It was confirmed that this is under development.
- Whether employee exit interviews were being conducted, what data would be collected and how would it be used. It was confirmed that the process is under review but that feedback provided is used in guidance / advice provided to supervisors. Overall it was confirmed that a good understanding is in place as to why people leave and that knowledge is used constructively for improvement.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation. Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

4.4 - Develop our systems to support and enable our people to deliver efficient and quality services which are cost effective.

ATTACHMENTS

4.1 - Draft Minutes of the Audit & Risk Committee Meeting of 27th August 2019 - *circulated separately*

FINANCIAL / RISK IMPLICATIONS

All financial issues have been addressed in the Issues/Discussion section.

CONCLUSION

In accordance with the *Local Government Act 1989* the Pyrenees Shire Council’s Audit & Risk Committee met on the 27th August 2019. This report summarises the items considered by the Committee.

OFFICER RECOMMENDATION

That Council notes the minutes of the Audit & Risk Committee meeting held on 27th August 2019.



5. COUNCILLOR ACTIVITY REPORTS

Cr David Clark – Ercildoune Ward		
August		
Fri 09	Rainbow Serpent Drug Response Workshop	Ballarat
Tue 13	Councillor Briefing Session	Avoca
Wed 14	Recognition Event – Projects	Avoca
Thu 15	CVGA Board Meeting	Ararat
Mon 19	Raglan Flood Study Consultation	Raglan
Tue 20	Councillor Briefing	Beaufort
Tue 20	Council meeting	Beaufort
Wed 21	Pyrenees Store Cooperative Meeting	Lexton
Mon 26	Rural South Central MAV Regional Meeting	Bannockburn
Mon 26	Highlands LLEN Committee Meeting	Ballarat
Fri 30	State Landcare Awards, Government House	Melbourne

Cr Robert Vance – De Cameron Ward		
August		
Thu 01	Committee for Ballarat Round Table	Creswick
Mon 05	Meeting with Andy Meddick MP	Beaufort
Fri 09	Rural Councils Victoria Meeting	Melbourne
Tue 13	Councillor Briefing Session	Avoca
Wed 14	Recognition Event – Projects	Avoca
Sat 17	Ngardang Girri Kalat Minimi Art Exhibition and Dinner	Maryborough
Sun 18	Commemoration of Vietnam Veterans Day	Beaufort
Tue 20	Community Safety Advisory Meeting	Landsborough
Tue 20	Councillor Briefing	Beaufort
Tue 20	Council meeting	Beaufort
Mon 26	MAV Rural South Central Regional Meeting	Bannockburn
Thu 29	Central Highlands Councils Victoria Mayors and CEOs Meeting	Beaufort

Cr Damian Ferrari - Beaufort Ward		
August		
Tue 13	Councillor Briefing Session	Avoca
Tue 20	Councillor Briefing	Beaufort
Tue 20	Council meeting	Beaufort

Cr Tanya Kehoe - Mount Emu Ward		
August		
Tue 13	Councillor Briefing Session	Avoca
Tue 20	Councillor Briefing	Beaufort
Tue 20	Council meeting	Beaufort

Cr Ron Eason – Avoca Ward		
August		
Wed 07	AGM Senior Citizens	Avoca
Tue 13	Sunraysia Hwy Meeting	St Arnaud
Tue 13	Councillor Briefing Session	Avoca
Wed 14	Recognition Event	Avoca
Sun 18	25 th Anniversary – Neighbourhood Watch	Avoca
Tue 20	Councillor Briefing	Beaufort
Tue 20	Council meeting	Beaufort
Tue 27	Audit & Risk Committee Meeting	Beaufort



6. ASSEMBLY OF COUNCILLORS

MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	13 August 2019 commenced at 2.00pm and closed at 5.30pm		
Meeting Location	Avoca RTC Room at Avoca Information Centre		
Matters Discussed	<ol style="list-style-type: none"> 1. 2019/20 Rate Modelling 2. Murray Darling Association 3. School Crossing Supervisor Scheme 4. Officers for the Protection of Local Government 5. VCAT Matter 6. Avoca Streetscape Plan 7. Project Update 8. OPAN Project 9. Issue of Permits to Burn under the CFA Act 10. Resourcing 11. Agenda Review 		
ATTENDEES			
Councillors	Mayor Cr Robert Vance Cr Ron Eason Cr Tanya Kehoe	Cr Damian Ferrari Cr David Clark	
Apologies	Nil		
Staff	Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Asset and Development Services) Kathy Bramwell (Director Corporate and Community Services) April Ure (Manager Governance, Risk and Compliance) – Item 1 Janette Haines (Property Revenue Officer) – Item 1 Katie Gleisner (Manager Planning and Development) – Item 6		
Visitors	Nil		
CONFLICT OF INTEREST DISCLOSURES			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

CEO Jim Nolan declared an interest in one element of item 11 involving the CEO Contract.



MEETING INFORMATION			
Meeting Name	Councillor Briefing Session		
Meeting Date	20 August 2019 commenced at 2.00pm and closed at 5.45pm		
Meeting Location	Beaufort Council Chambers - 5 Lawrence Street, Beaufort		
Matters Discussed	<ol style="list-style-type: none"> 1. Beaufort & Skipton Health Services 2. Regional Tourism Review 3. Community Planning Process Reviews 4. Engagement with Aboriginal Parties 5. Surplus Government Land Identified for Disposal 6. Council Art Collection 7. Major Projects Update 8. Stockyard Hill Wind Farm 		
ATTENDEES			
Councillors	Mayor Cr Robert Vance	Cr Tanya Kehoe (4.45pm)	
	Cr David Clark	Cr Damian Ferrari	
	Cr Ron Eason		
Apologies	Nil		
Staff	Jim Nolan (Chief Executive Officer) Douglas Gowans (Director Asset and Development Services) Kathy Bramwell (Director Corporate and Community Services) Ray Davies (Manager Economic Development and Tourism) – Item 2 Carmel Pethick (Community Wellbeing and Grants Coordinator) – Item 3 Martin Walmsley (Manager Community Wellbeing) – Item 3		
Visitors	Nick Shady (Chair of BSHS Foundation) – Item 1 Malcolm Fletcher (BSHS Foundation) – Item 1 Carita Clancy (BSHS Board Member) – Item 1 Len Carey (BSHS Foundation) – Item 1 Darren White (BSHS Corporate Service Manager) – Item 1 Narelle Harrison (BSHS – CEO EA) – Item 1 Lynne Dickman (BSHS Foundation) – Item 1 Chris Johnston (BSHS Foundation) – Item 1 Frank Carland (BSHS Foundation) – Item 1		
CONFLICT OF INTEREST DISCLOSURES			
Matter No:	Councillor making disclosure	Particulars of disclosure	Councillor left meeting
Nil			

CR KEHOE / CR EASON

That the items for noting be received.

CARRIED

ITEMS FOR DECISION

ECONOMIC DEVELOPMENT AND TOURISM

7. MOBILE LIBRARY SERVICE DELIVERY

Ray Davies – Manager Economic Development and Tourism

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 42/06/08

PURPOSE

The purpose of this report is to update council on activity levels in respect of circulation/lending levels, demand for holds/reserves, active membership levels, and average monthly attendance levels at the three mobile library outreach sites presently supported by Pyrenees Libraries, being Landsborough, Lexton and Snake Valley.

BACKGROUND

Since council assumed responsibility for provision of mobile library outreach services following the dissolution of the Central Highlands Library Corporation in 2012, mobile library services have been provided at the following sites:-

- Snake Valley Primary School – weekly – two hours each Wednesday 2-4pm
- Lexton - at the Lexton Rural Transaction Centre (RTC)- every second week – alternating with Landsborough – Tuesday from 10-30-11.30am;
- Landsborough – at the Landsborough Resource Centre - every second week – alternating with Lexton – Tuesday from 10-30-11.30am

Activity levels for the current sites are provided in the table below.

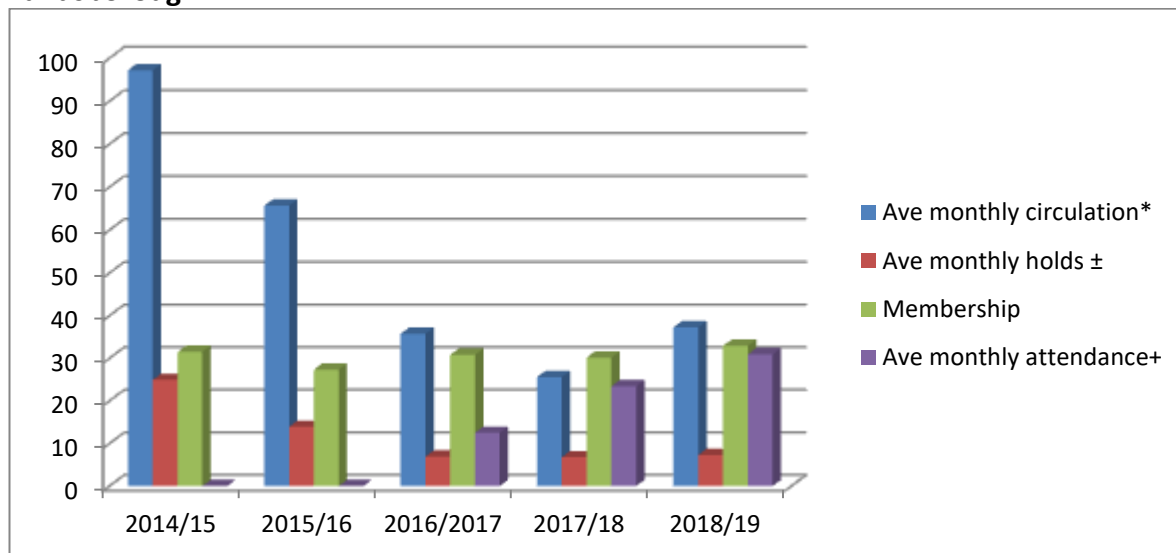
	2014/15	2015/16	2016/2017	2017/18	2018/19
Landsborough					
Ave monthly circulation*	97.2	65.7	35.75	25.58	37.25
Ave monthly holds ±	24.9	13.9	6.91	6.75	7.25
Membership	31.5	27.33	30.8	30.16	32.91
Ave monthly attendance			12.5	23.41	30.91
Lexton					
Ave monthly circulation	84.3	90.5	62.91	56.75	31
Ave monthly holds	9.6	13.8	13.83	15.6	9.5
Membership	22.75	23	25.8	21.83	19.5
Ave monthly attendance			25.25	14.16	9.16
Snake Valley					
Ave monthly circulation	91.6	120	232.5	127.08	78.66
Ave monthly holds	22.9	18.2	46.75	27.25	12.41
Membership	40.33	57	86.25	91.16	92.1
Ave monthly attendance			74.16	50.5	56.83

- * Circulation is the term used for library items out on loan

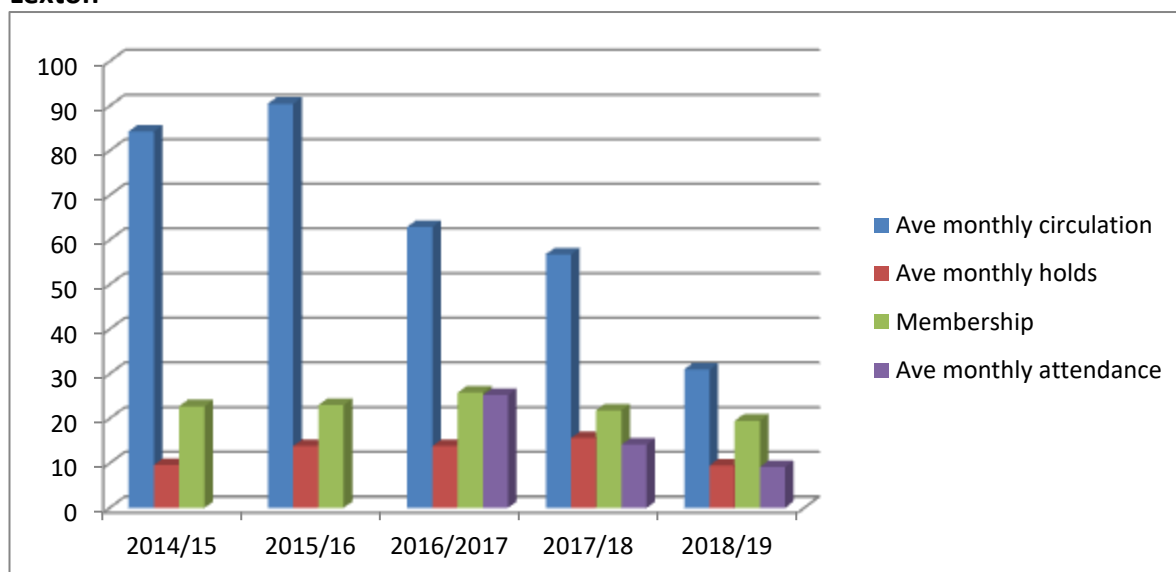
- ± The data on holds is likely to be distorted due to operational systems in place for these borrowings. There is a process for managing holds whereby library staff discharge hold items received via courier from Ballarat into the Beaufort Library. These items include the holds for the outreach sites. To reflect an item is a hold for an outreach site staff are required to complete an additional function in the library computer system by opening the program for the relevant site and marking the item as in transit for collection by the library member. There are circumstances from time to time where this additional step does not occur due to time constraints and work load. The item on hold is still sent out for collection at the intended outreach site and is able to be picked up by the library member without any inconvenience. However the statistics under this situation will not reflect the hold as being domiciled to the outreach site. The rate at which holds are requested by members is unpredictable.

Activity levels recorded in the statistics on the previous page are represented in graphical form below in order to show the activity and trends visually

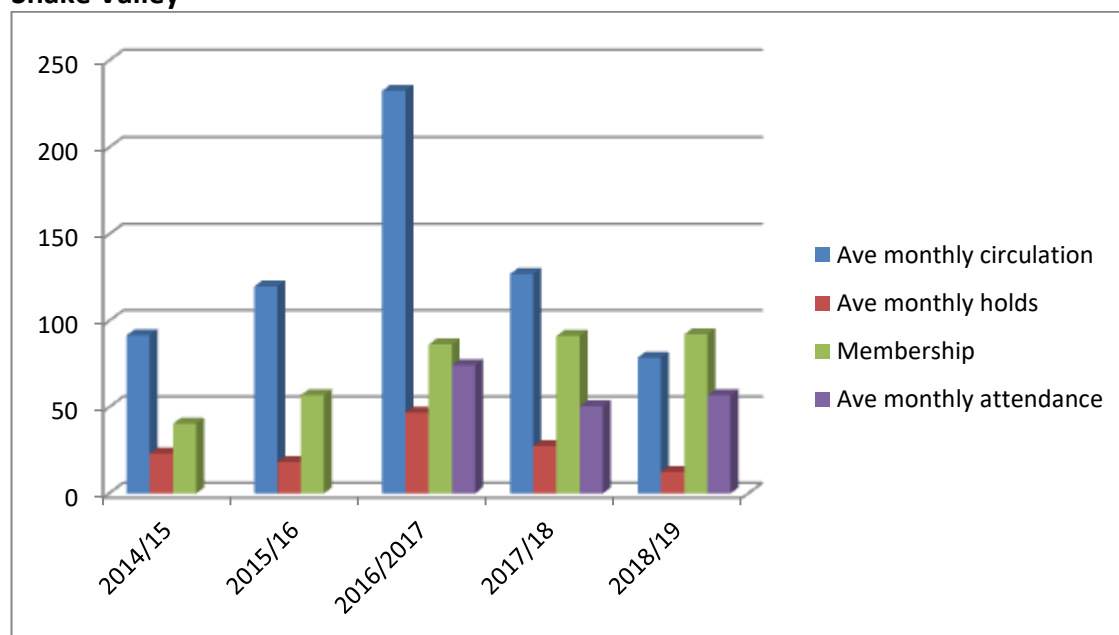
Landsborough



Lexton



Snake Valley



Landsborough

The Landsborough mobile library outreach service operates every second Tuesday, alternating with the Lexton service. While activity levels at Landsborough in 2018-2019 recorded increases across all activity levels, the overall activity level and trend lines are steady. Attendance numbers increase and decrease from fortnight to fortnight, and are influenced by factors such as school holiday breaks, scheduled activities at the local primary school that involve students in other activities, illness or holidays.

On some weeks there have been as few as one or two people attend, generally during school term breaks. The teachers at the local primary school routinely schedule a visit during the hour of service every fortnight, and the service is valued and well received by both teachers and students alike.

The Landsborough outreach consumes three hours staff time to pack materials, travel and operate services at the site for one hour.

Lexton

Activity levels at the Lexton mobile site in 2018-2019 recorded decreases across all activity levels, and the overall activity level and trend line are in decline. During 2018-2019, the fortnightly Lexton service, which operates every second Tuesday, alternating with the Landsborough service, was attended by a small group of regulars, usually four, sometimes five, per session.

The local situation at Lexton is very much a story of a small rural village that is in essence a crossroads community. Many adults of working age travel away from Lexton for work, unless they are employed or occupied in local agricultural enterprises. Some travel to Ballarat for employment, and reportedly make use of the services and facilities available to them in the larger regional centre. There is no school or kindergarten in Lexton, and students travel to Waubra or elsewhere for their education, returning at the end of the school day. Secondary students who travel to Ballarat, Beaufort or Maryborough for classes have access to school and local public library services. On a daily basis, those who remain in Lexton are retirees, some of whom do not have ready access to independent means of transport. The Lexton mobile library service operates from a small room at the back of the Lexton Rural Transaction Centre, and the regular local patrons of the service anticipate the fortnightly pattern of mobile service and arrive, generally at once, shortly after commencement of the service at 10.30am. The small number of local regulars who make use of the service every fortnight have established a good relationship with the

Customer Service Officer who provides the service, and their reading preferences are understood and anticipated if holds have not been placed.

The decreases in attendance numbers have been gradual, but shaped very much by generational change - arrival of new residents, with evidence of a younger demographic emerging and departures of older residents. The older regulars who attend the mobile library are happy with service levels and will continue to patronize the service. However, as their numbers decrease, new, incoming residents, or those who travel out for employment and education, often have their needs for library and other services catered for elsewhere, or are less interested in the provision of this form of local library service. In the immediate future, attendance and usage trends at Lexton are static or in decline.

During the period of the Central Highlands Library Corporation, a mobile service was delivered fortnightly in Waubra, a service of 45 minutes with average monthly circulation of 24.8 items. In 2018-2019, average monthly circulation numbers at Lexton mobile were recorded at 31 items, which exceeds those last recorded at Waubra before the mobile service ceased. Overall however, the figures show that circulation rates at Lexton are in decline, and there is really nothing to suggest that this will be reversed in the foreseeable future.

The Lexton outreach presently consumes three hours staff time to pack materials, travel and operate services at the site for one hour.

Snake Valley

The Snake Valley mobile library outreach service operates on a weekly basis every Wednesday in a dedicated room at the Snake Valley Primary School. Activity levels at Snake Valley in 2018-2019 recorded decreases in circulation (Loans of items) and holds requested, while there were increases in active membership and average monthly attendance figures. Overall activity levels and trend lines are volatile showing increases and decreases from year to year. On the available data, circulation trended upwards during the period 2014-17, spiking in 2016-2017. There is no explanation that can be offered to explain the almost doubling of the circulation rate during 2016-17. In 2017-18, circulation dropped again back to just above the level recorded in 2015-16. In 2018-19, circulation decreased by just under forty percent on the figures recorded in 2017-18. Personnel changes during 2018-19 due to illness, absence and eventual retirement of the popular staff member who operated the mobile service may account for some of the decrease. Despite these interruptions, service levels were maintained and monthly attendance figures increased slightly, as did membership, while recorded monthly averages for holds decreased by half. The local book club continues its activities and remains active.

Staffing for Snake Valley is filled by one staff member with an allocation of four hours, to enable books to be packed, travel time and operate services at the site for two hours.

ISSUE / DISCUSSION

In general terms, the mobile library services at Landsborough and Snake Valley are valued and well regarded by the schools in the communities in which they operate. Membership levels at these sites are steady or exhibit a slight increase. While circulation levels at Landsborough show a slight increase, lending remains essentially steady. However Snake Valley's lending figures exhibit unpredictable variability from year to year.

At the time that a fortnightly service pattern was implemented at the Lexton and Landsborough mobile library sites, consideration was given to development of book exchanges and static library displays at both sites. These ideas were not carried forward.

Recently announced joint economic initiatives in the areas contiguous to Landsborough may well act as the catalyst for an increase in the population of Landsborough, with the prospect that such an increase holds out for increased activity and demand for services in the town, including library, local services, retail and education.

Unfortunately, similar stimuli are not in prospect for Lexton, and on the balance of probabilities, demand for the fortnightly mobile service may decline. Lexton is showing small signs of becoming a destination of choice for metropolitan city dwellers who are seeking a quieter life in a rural setting situated within proximity to a range of services. It is from this source that incoming residents may stimulate and re-energize demand for the fortnightly mobile library service.

Snake Valley mobile continues to be well attended and used, despite the volatility from one year to the next in activity levels. Like Lexton, Snake Valley continues to attract new residents, and it is from this source that additional patronage of the weekly mobile service will likely be sourced.

Recommendation

- That mobile library outreach services continue to be provided at present levels;
- that activity levels at all three sites continue to be monitored to identify changing demands and trends

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 2 - Community

2.8 – Promote the use of community hubs and resource centres to enhance the community’s educational, training and social networking opportunities to maximise the utilisation of community assets.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The cost of library operations will not change by implementing these recommendations.

CR CLARK / CR KEHOE

That Council:

1. Supports service provision at the three mobile library outreach sites with the existing service levels and frequency.
2. Monitors activity levels at the three existing sites to identify changing demands and trends.

CARRIED

8. RV FREE CAMPING

Ray Davies – Manager Economic Development and Tourism

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 62/22/06

PURPOSE

The purpose of this report is to provide council an interim report on the Beaufort RV free camp site.

BACKGROUND

Council established a trial RV free camp site at 10 Audas Lane Beaufort in late 2018 and RV dump point earlier this year.

The free camp was established as a means of Beaufort qualifying for RV Friendly Town status with the Campervan and Motorhome Club of Australia (CMCA) and was selected as the preferred option after consideration of the sites outlined below:-

1. The former Beaufort Primary School oval. The site is highly visible from Neill Street and while it provides excellent access to the town it is considered unsuitable for the following reasons:-
 - a. The property is owned by the State Government, is therefore not under Council control without negotiating some form of lease arrangement. This would be at an added cost to Council in terms of officer time and potential added cost of rental payments, therefore impacting on other council services. While the State Government is intending to sell the land involved, Council would need to consider the budgetary consequences and whether these may have impacts on other council priorities.
 - b. The site can become sodden during wet weather and without developing some form of road structure could become unsightly.
 - c. Added costs of maintenance by Council staff.
 - d. The site is located in the flood zone.
 - e. Having full visibility of a free camp site adjacent to the towns CBD may not create the best image of the town for visitors, passing traffic and residents.
 - f. There will be broader community consultation undertaken through the Pyrenees Futures Project in the near future, which may identify alternative treatments to the site.
2. Adjacent to the Beggs Street Playground. This site has the advantage of being Council owned property and also provides convenient access to nearby public toilets and the towns' retail centre. However as Council has plans to continue developing facilities for the towns' youth at this location this site will not be available in the longer term and has been excluded from further consideration for RV purposes.
3. Land adjacent to the former goods shed on the north side of the Beaufort Railway Station. Council currently holds a head lease for this site which is owned by the State Government and sub-let to Lake Goldsmith Steam Preservation Association for the purposes of their steam museum. The site is elevated, sewerage infrastructure is available should a future dump point be required, it provides convenient access to Camp Hill and the town centre and may be a reasonable option to consider. LGSPA have verbally indicated that they are willing to make this option available for an RV site. Having a free camp site opposite the railway station platform may however be objectionable to train passengers and RV campers alike. There are also a number of residents who would have full visibility of the site from their properties. Additionally visitors to the LGSPA museum could have their access impeded by free campers.

4. Council owned land that includes the facilities of the Beaufort Apex and Croquet Clubs at 10 Audas Lane Beaufort. The location is more discreet than options 1-3 but still provides easy access to the retail area which is within walking distance via footpaths. There are four residents and a church nearby to the site which has good screening via fencing at the rear of these properties. The site is also well located for people wanting to take advantage of walking facilities nearby at Beaufort Lake.
5. Raglan Recreation Reserve which has been discounted due to its distance from the town centre and lack of sewerage facilities.

It was decided to trial the site at Audas Lane for a period of twelve months with an interim report after six months operation.

Daily use of the site (during weekdays) was monitored at the beginning of each day in the period 27 February up to and including 1 June 2019 with the following observations.

- During the period 27 February to 31 March the use of the site peaked on 12 and 13 March (following the Labour Day public holiday) with up to five RV users observed at the site. There were 25 RV campers recorded in total during this period while there were nine days where no RV's were observed
- During April 36 RV units were observed and only one day where campers were not noted at the site
- During May there were 31 RV units observed for the month, however there was a peak of up to seven RV's at the site following the Lake Goldsmith Steam Rally weekend with patronage declining later in May.

The data for the latter part of May is indicative of the reduced trade from RV's during the onset of the winter period and therefore consistent with occupancy trends at the local caravan park. The peak periods for camping activities in the region generally occur between the beginning of spring and the end of autumn, generally reducing after ANZAC day, and in the case of Beaufort following the steam rally.

Based on these observations which only include weekdays, there were a total of 93 units using the site with up to seven units using the site at any one time. Assuming an average of one and one half people for each RV unit, then the estimated economic return (at an average visitor spend in the Pyrenees of \$109- per night) for this period would amount to at least \$15,205-. It is highly likely for there to have been other patrons using the site at weekends and over public holidays that were not captured in this data.

ISSUE / DISCUSSION

The trial of the free camp site has proven effective to date with regular use during the period under review and further observations of the site to be conducted during spring 2019.

While there has been some community interest to see the site relocated to the former Beaufort primary school oval, that site currently remains under the control of the Victorian Government, with potential future uses of the site likely to be investigated during the consultancy phase due in Beaufort of the Pyrenees Futures project.

The reasons for selecting the Audas Lane site as the preferred option as mentioned earlier in this report also remain relevant.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 5 - Development and Environment. We will undertake forward planning, and facilitate growth in our local economy while protecting key natural and built environmental values.

5.4 - Increase the visitor economy by implementing the Pyrenees Shire Council Tourism Strategy.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Council invested \$38,306- to establish the free camp site (not including the RV dump point) with maintenance of the facility (similar to its previous use) being built into councils existing operational budgets.

CONCLUSION

The existing free camp site is being well utilised and remains the preferred option at this time.

CR CLARK / CR FERRARI

That Council receives a further report on the free camp site following the completion of the twelve month trial.

CARRIED

ASSET AND DEVELOPMENT SERVICES

9. PETITION – MORE FOOTPATHS IN BEAUFORT

Douglas Gowans – Director Asset and Development Services

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 58/12/06

PURPOSE

The purpose of this report is to seek Councils response to a petition from members of the Beaufort Community relating to lack of footpaths in the Beaufort township.

BACKGROUND

A report was presented to Council at its August 2019 meeting in relation to a petition received regarding the current lack of suitable walking paths around the township of Beaufort.

The petition received contained 39 signatures and states the following:

“Support: The construction of a footpath along one side of every street within the limits of the Beaufort Township.

Summary: Current lack of suitable walking paths around the township of Beaufort is placing the lives of our residents (young and old) at ‘risk’.

- One from the cars with whom they currently share the road
- Two from a lack of exercise due to the insufficient safe surfaces on which to use mobility aids, bikes, scooters, roller skates or even walk/run.

The undersigned petition supports the construction of a ‘Footpath’ along one side of every street within Beaufort.”

When Council received the petition via email there was also correspondence that specifically referenced the lack of footpaths in South Street, Beaufort.

ISSUE / DISCUSSION

Council undertook the Beaufort Walkability project in 2016 that sought to provide a strategic direction for footpath connectivity needs within Beaufort. Council was able to leverage this plan to successfully gain funding from the Federal Government to address the lack of footpath linkage between the Beaufort township and the school precinct. Council has additionally allocated funds to provide a path connection between Correa Park and the township. This work was completed in June 2019.

The Beaufort Walkability Plan does not currently inform future footpath connections for sealed streets or provide a prioritisation of missing footpath infrastructure.

Council currently has responsibility for 7.6 kms of footpath within the township of Beaufort. Some key commercial precinct streets currently have a footpath on each side of the road. There are currently 20 kms of sealed streets within Beaufort.

Council also has responsibility for a number of others population areas where there are footpath needs. The following information is provided to assist Council to consider this petition in relation to other township areas.

Urban Roads with Footpaths			
Townshi	Population	Road Lengths (km)	Footpath Lengths (km)
Amphitheatre	248	1.10	0.04
Avoca	972	20.41	5.05
Beaufort	1,072	20.03	7.60
Evansford	131	0.38	0.00
Landsborough	180	2.27	1.58
Lexton	231	6.24	0.27
Moonambel	167	0.70	0.48
Raglan	231	1.43	0.00
Redbank	94	1.51	0.03
Snake Valley	743	7.22	4.85
Waubra	275	3.95	0.40

It is worth noting that the majority of footpath lengths shown in the above table relate to concrete footpaths, however it should be noted that the majority of Snake Valley's footpaths are gravel only footpaths. Gravel footpaths are problematic from a maintenance perspective but have been provided in some locations for aesthetic and/or capital cost reasons.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 1 - Roads and Townships. We will plan, manage, maintain and renew infrastructure in a sustainable way that responds to the needs of the community.

1.2 - Maintain and renew Council's facilities and built assets in line with community service needs.

ATTACHMENTS

- 9.1 Petition
- 9.2 Map of existing footpath network in Beaufort
- 9.3 Map of existing footpath network in Avoca
- 9.4 Walkability Plan – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

The current cost per 1.0 kilometre of a new concrete footpath at 1.5m width is \$200,000. Therefore, if Council was to fully meet the petition request an additional \$3.2 million would need to be sourced. Council currently annually allocate \$26,000 towards footpath maintenance and renewal for its entire network.

Council has mainly funded new footpaths where there has been a co-contribution from a funding body. Council has set aside funds of \$106,566 to leverage external funds to further undertake elements of the Beaufort Walkability Project. Since the funding and completion of Stage 1 of the walkability project, an appropriate funding opportunity has yet to be identified.

Council could undertake new footpath works via the funding vehicle of a shared scheme. This requires support from direct beneficiaries eg. land owners that front the road reserve where the new infrastructure is to be built, directly contributing to the cost of the new piece of infrastructure.

The benefits of such a scheme include the delivery of new infrastructure in a timelier manner as Council can leverage external funds from ratepayers to contribute to its own limited funds. The problems with such a scheme include the claim from some ratepayers that previous infrastructure has been fully funded and can create a divide within the community. An additional problem is that the administration of such a scheme requires a high level of resourcing and requires a majority of impacted property owners to commit the scheme.

One of the issues that could arise if a shared funding scheme was applied in response to this petition, is the petition does not necessary represent any one group of residents (eg South Street residents). It is unclear whether the petitioners would be prepared to directly contribute to the cost of new infrastructure.

CONCLUSION

Footpath infrastructure is an important element of providing connectivity that makes communities liveable. There are significant costs associated with installing new footpath infrastructure. Council should plan for new footpath infrastructure taking into account equitable outcomes across the shire.

OFFICER RECOMMENDATION

That Council:

1. Reviews the Beaufort Walkability Plan to reflect the recent footpath connections and provide a prioritisation of key missing connections to assist Council to determine the most needed footpath infrastructure.
2. Continues to seek funding opportunities to expand the footpath network within Pyrenees Shire.
3. That Council writes to the author of the petition to advise of the outcome of Council's consideration of the petition.

CR CLARK / CR EASON

That Council:

1. Reviews the Beaufort Walkability Plan to reflect the recent footpath connections and provide a prioritisation of key missing connections to assist Council to determine the most needed footpath infrastructure.
2. Continues to seek funding opportunities to expand the footpath network within Pyrenees Shire, including resident's willingness to make financial contributions.
3. That Council writes to the author of the petition to advise of the outcome of Council's consideration of the petition.

CARRIED

CORPORATE AND COMMUNITY SERVICES

10. FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT FOR YEAR ENDED 30 JUNE 2019

Shana Johnny – Manager Finance

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 32/08/30

PURPOSE

The purpose of this report is for Council to give in principle approval to the Financial Statements and Performance Statement for the year ended 30 June 2019.

BACKGROUND

Council currently has Crowe Horwath as its external auditor under subcontract by the Victorian Auditor General's Office. Crowe Horwath conducted the external audit on the 2018/19 Financial Statements during the period 5 - 9 August 2019. The audited draft Financial Statements and Performance Statements for the year ended 30 June 2019 were tabled at the Pyrenees Shire Council Audit and Risk Advisory Committee meeting on Tuesday 27th August 2019. The Committee has recommended that Council sign the statements in their final form.

The audited financial statements must be submitted to the Minister within 3 months of the end of the financial year (30 September 2019). The Financial Reporting process includes presenting the statements to the Audit Advisory Committee, the Committee making a recommendation to Council, Council approving the statements "in principle" with the understanding that the Auditor General's Office may still require changes to be made. This process is required to be completed prior to 30 September 2019. Meeting this timeline ensures the audited financial statements can be included in the 2018/19 Annual Report

ISSUE / DISCUSSION

Throughout 2018/19 Council continued to work on balancing the expectations of the community with the need to ensure that the financial foundations of Council remain strong and capable to meet the challenges of the future.

Council continually seeks to find the right balance between community expectations and financial responsibility. A commitment to cost restraint and the provision of value-for-money services for the community, combined with the continual refinement of the Long Term Financial Plan constitutes the financial framework that Council uses to address this balance. This financial framework remains imperative and continues to drive Council's financial decisions.

It is important to review these 2018/19 financial results in light of the long-term financial objectives developed by Council. These are to:

- Maintain a strong cash position.
- Ensure that Council remains financially sustainable in the long-term.
- Continue to be debt free after Council's final loan repayment was made in September 2016.
- Continue to pursue recurrent grant funding for strategic capital works from the state and federal governments.
- Maintain the existing range and level of services available to communities within the Shire.
- Ensure adequate revenue to maintain a sustainable level of services for the community.

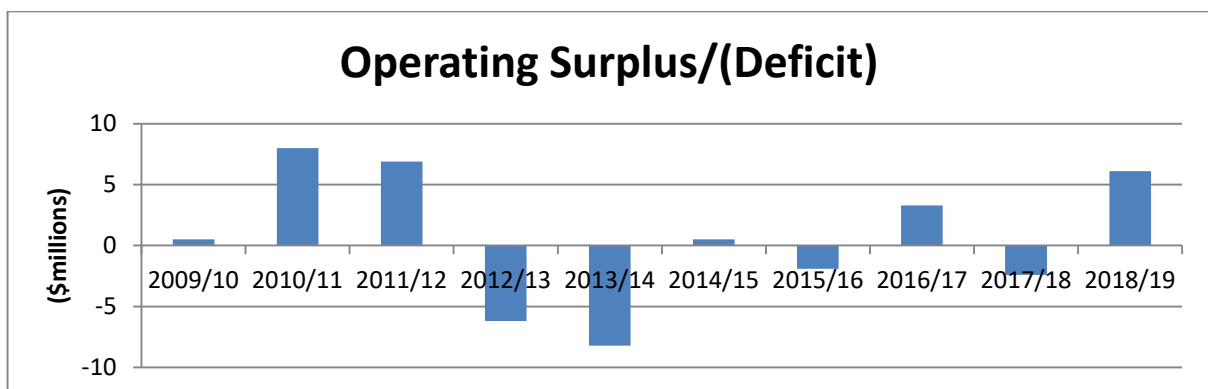
- Ensure that the renewal of critical infrastructure is funded annually over the timeframe of the Long Term Financial Plan.

The following is a snapshot of our 2018/19 financial position:

- \$30.6 million revenue including \$7.1 million in flood recovery grants and \$5.5 million of grant income received in advance. During 2018/19, Council has been successful in attracting additional Roads & Bridges funding via the Fixing Country Roads Program and Local Roads to Market Program. Council also received grants for community projects including Lexton Community Hub, Avoca Inclusive Playspace, Snake Valley Skate Park and Carngham Recreation Reserve female friendly change rooms in 2018/19. Unspent grants are carried forward into 2019/20 as restricted funds to facilitate completion of these projects.
- \$7.69 million Capital Expenditure program delivered. Council claimed its full allocation under the 2014-2019 Roads to Recovery Program by completion of all works by 30 June 2019. Additional grant funding received under the Fixing Country Roads and Local Roads to Market Programs has significantly improved the Asset Renewal ratio.
- Rates and waste charges comprised \$10 million (33 per cent) of total revenue.
- Operating surplus of \$6.08 million. Outstanding flood grants at 30 June 2018 (\$2.7 million) were received in 2018/19.
- Cash holdings of \$12 million at year end. Part of this relates to grants received in advance for works programmed in 2019/20.
- Council continues to be debt free.

Operating Result

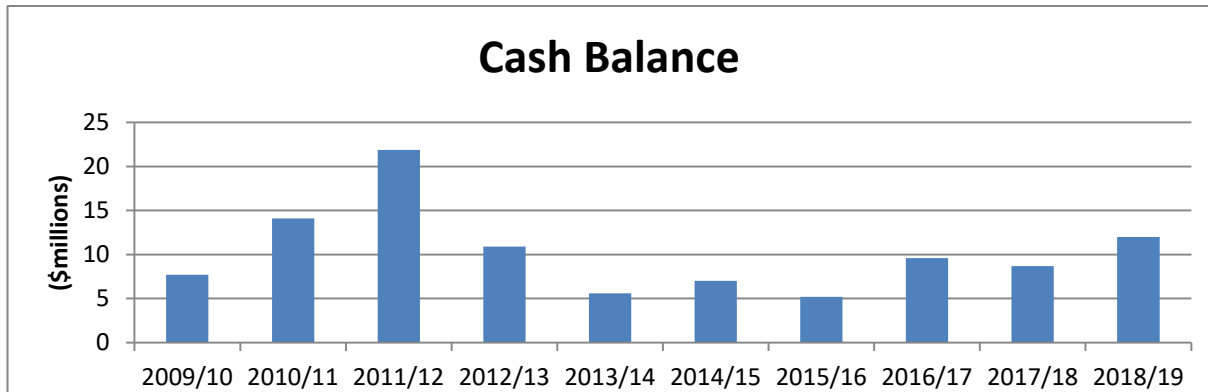
Council has an operating surplus of \$6.08 million in 2018/19 compared with a \$2.43 million deficit in 2017/18. This surplus can be attributed to - outstanding flood grants at 30 June 2018 (\$2.7 million) being received in 2018/19 and as mentioned earlier, Council being successful in attracting grant funding under the Fixing Country Roads Programs, Local Roads to Market Programs and a range of community projects including the Lexton Community Hub, Avoca Inclusive Playspace, Snake Valley Skate Park and Carngham Recreation Reserve female friendly change rooms in 2018/19.



Cash holdings

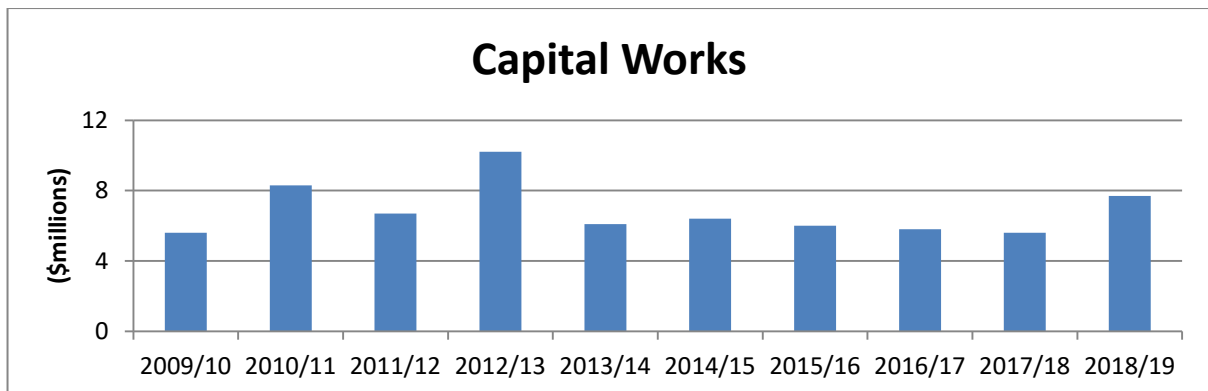
Cash holdings at the end of the financial year are \$12 million. This figure includes \$6.06 million funds required for capital works carried forward from 2018/19 which will be undertaken in 2019/20 and \$3.23 million in unspent operating grants to be carried forwards. This cash also backs the \$2.2 million employee leave liability that sits on the balance sheet. At 30 June 2019, Council was awaiting reimbursement (\$787,000) for flood recovery works undertaken during 2018/19.

Council’s aim is to continue to retain moderate levels of cash. This will provide Council with the flexibility to respond to future opportunities or unexpected events. These may include the potential to strategically acquire an asset or to respond to natural disasters such as flood or fire events.



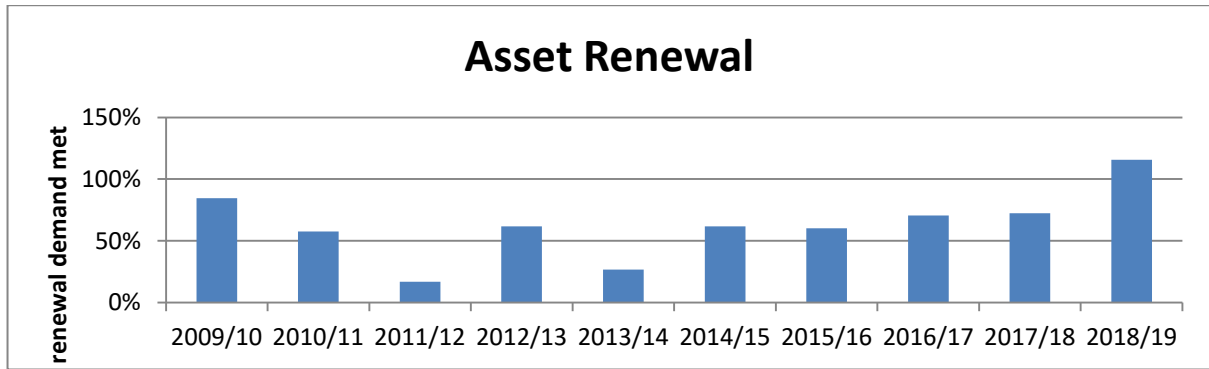
Sustainable Capital Expenditure

Council aims to ensure that its assets are maintained in a condition that allows them to continue to deliver the services needed by the community at a standard that is acceptable to users. During 2018/19, Council spent a total of \$7.7 million on capital expenditure across the Shire, including \$7 million on renewing existing assets.

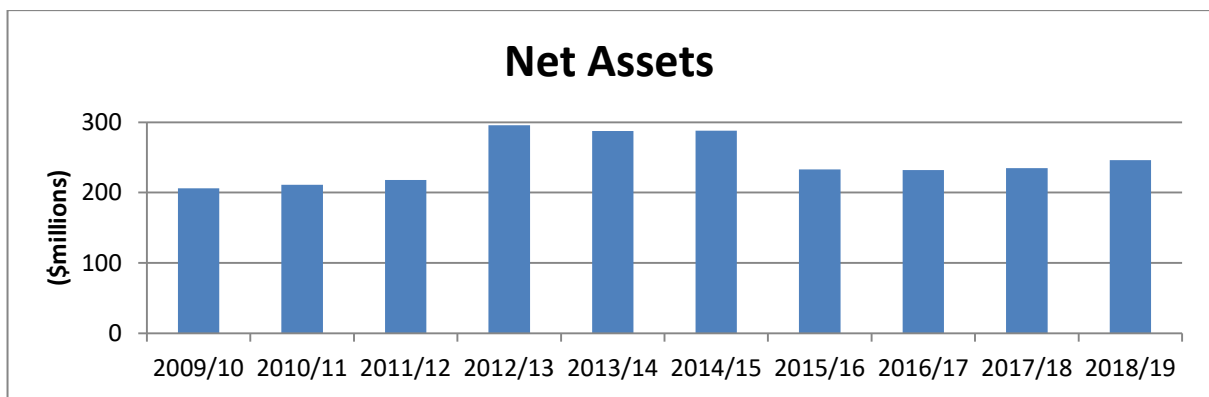


Council’s 2018/19 capital expenditure continued to address the challenge of renewing community assets. It is anticipated that in future, capital expenditure will be maintained at a realistic level with a high degree of dependence on funding from government grants.

Asset renewal is measured as capital expenditure relative to asset depreciation. Whilst, Council continues to face a significant challenge to fund the renewal of critical long-lived community infrastructure in the longer term, 2018/19 funding received under the Fixing Country Roads and Local Roads to Market Programs has significantly improved the Asset Renewal ratio. Council continues to advocate for more grants that will help improve in the renewal of assets.

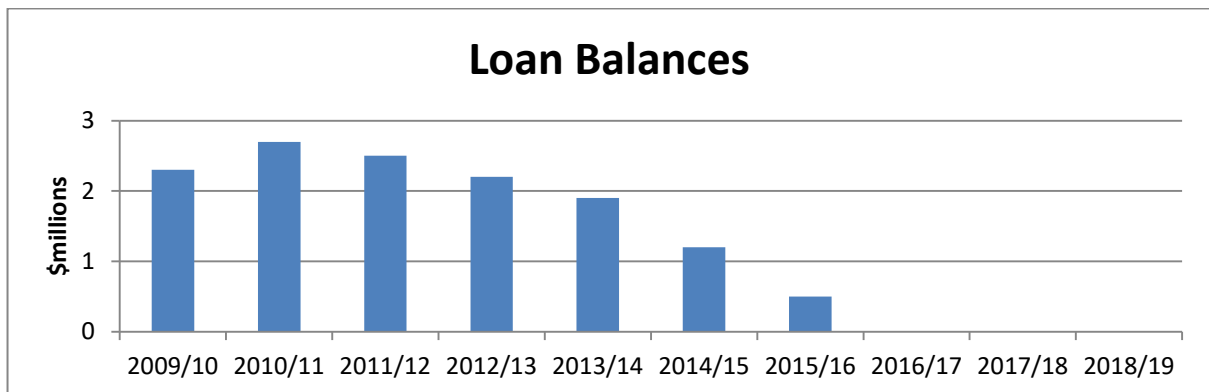


Meeting the continual renewal of Council’s vast asset base remains an ongoing challenge for all Councils.

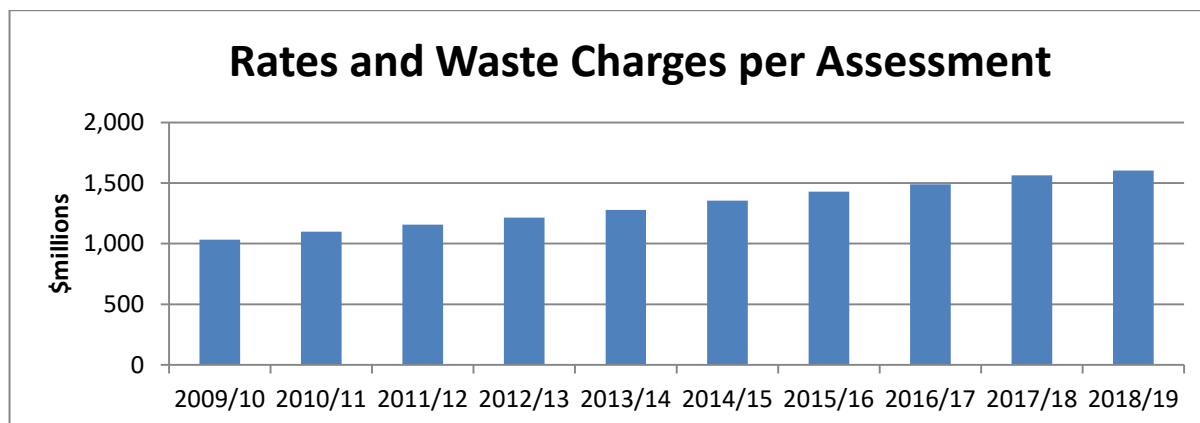


Financial Sustainability

Council is committed to operating without bank debt where possible, and made the final loan repayment in September 2016. In 2015/16 interest on borrowings and debt redemption consumed \$0.5 million. In future years the funds used to pay interest and redeem debt can be allocated to other Council priorities which strengthen Council’s financial sustainability in the medium term. Council strives to operate in a financially responsible manner while responding to community needs and striving for excellence in service delivery.



Council is mindful that the cost of rates is borne by ratepayers. Council is working towards lowering this level of annual rate increase in order to reduce the impact on ratepayers, and the State Government’s “Fair Go Rates” rate capping system has acted to reduce the annual rate rises from 2016/17 onwards.



Council has many current and future demands on funding, highlighting the need for strong, long-term planning and the targeted allocation of resources. This is achieved through the preparation and annual review process of the Council Plan which is supported by Council’s Strategic Resource Plan. Ultimately, these documents are guided by longer-term visions and plans including the Long Term Financial Plan, which projects Council’s financial direction for the next ten years. This enables Council to identify and analyse trends of significance and provide for sound financial planning and decision-making.

The continued revision and refinement of the Long Term Financial Plan enables longer-term conversations with the community and this makes possible long-term goals that assist in creating engaged and vibrant communities.

This financial snapshot for the 2018/19 financial year gives a brief overview of Council’s financial performance and the significant factors that impacted on the financial resources used to support the achievement of long-term community service and asset management objectives. A more detailed analysis of the financial performance for 2018/19 can be found in the Annual Financial Report which is available on Council’s website and is attached to Council’s physical Annual Report.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation. Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

Pursuant to Section 132 of the Local Government Act 1989, Council is required to give “in principle” approval of the 2018/19 Financial Statements and Performance Statement.

ATTACHMENTS

- 10.1 Draft Financial Statements for the year ended 30 June 2019 – *circulated separately*
- 10.2 Draft Performance Statement for the year ended 30 June 2019 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Financial implications of this report are covered within the financial statements

CONCLUSION

In accordance with Section 132 of the Local Government Act 1989, Council is required to give “in principle” approval of the 2018/19 Financial Statements and Performance Statement.

CR KEHOE / CR FERRARI

That Council, pursuant to Section 132 of the Local Government Act 1989, gives in principle approval to the Financial Statements and Performance Statement in their final form after any changes recommended or agreed to by the auditors have been made for the year ended 30 June 2019.

CARRIED

11. FINANCE REPORT 1 JULY 2018 – 30 JUNE 2019

Shana Johnny – Manager Finance

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 32/08/18

PURPOSE

The purpose of this report is to update Council on the operating and capital performance for the 2018/19 financial year and confirm the carry forwards for the 2019/20 financial year.

BACKGROUND

Council at its Meeting on 12 June 2018 adopted the budget for the 2018/19 financial year and at the 18 September 2018 Council Meeting approved the carry forward of incomplete projects from 2017/18 to 2018/19 to form the 2018/19 current budget.

This report compares Council's actual result for 2018/19 with the 2018/19 forecast as well as determining the operating and capital carry forwards from 2018/19 to 2019/20.

ISSUE / DISCUSSION

In summary, Council's closing working capital position as at 30 June 2019 after allowing for expenditure and income that has to be carried over to the 2019/20 year is a surplus of \$1,565,000.

At 20 March 2018 Council Meeting, Council resolved to retain \$639,000 for unexpected expenditure such as natural disasters. At the end of 2017/18, Council had a deficit of \$1,460,000 due to outstanding flood reimbursements of \$2,721,000, which has been received in 2018/19. Council was awaiting flood reimbursements of \$787,000 at 30 June 2019, which has been accrued and recognised as income in 2018/19.

The surplus occurs as a result of a number of variations in the operating and capital expenditure areas.

Year	Cumulative Working Capital Surplus	Working Capital Surplus Utilised
2013/14	\$633,000	\$421,000
2014/15	\$320,000	\$nil
2015/16	\$638,000	\$nil
2016/17	\$1,839,000	1,200,000
2017/18	(\$1,460,000)	-
2018/19	\$554,000	-

A detailed finance report containing the following reports is attached to this report:

- Summary Finance Report by Strategic Objective
- Working capital report
- Detailed Finance Report by Strategic Objective
- Capital works report
- Income Statement
- Balance Sheet
- Cash Flow Statement

Variance Analysis (note that any apparent adding errors will be due to rounding)

Operating Strategic Objectives

Below is a summary of operating income and expenditure for the year ended 30 June 2018 by Strategic Objective.

1 – Leadership	Forecast \$'000	YTD Actual \$'000	Variance \$'000	Carryover \$'000
Income	-10,634	-12,336	1,702	1,767
Less: Expenditure	3,715	3,515	200	64
Net	-6,919	-8,821	1,902	1,831

- Income was higher than forecast due to the prepayment of \$1,767k of the 2019/20 Financial Assistance Grants.
- Expenditure was lower than forecast by \$200k due to lower Councillor expenses of \$19k, Council election expenses of \$49k, lower Fringe Benefits Tax of \$25k and temporary staff vacancies during the year.
- Income carry forwards of \$1,767k relate to the adjustment of the 2018/19 Financial Assistance Grant which was received in advance during June 2019 and recognised as income in 2018/19.
- Expenditure carry forwards of \$64k relate to corporate training and council elections.

2 – Community	Forecast \$'000	YTD Actual \$'000	Variance \$'000	Carryover \$'000
Income	-1,599	-1,649	50	30
Less: Expenditure	3,501	3,074	426	240
Net	1,902	1,426	476	270

- Income was higher than forecast due to additional animal registration fees of \$11k, additional Maternal and Child Healthcare funding of \$16k, additional Walk to School funding of \$4k and Evaluating Transport Connections grant of \$15k.
- Expenditure was lower than forecast by \$426k primarily due to lower than expected expenditure in Parks & Gardens \$125k, Supported Playgroup 49k, Maternal and Child Health \$28k, Local Area Planning \$12k, funded war memorial projects \$32k, Walk to School program \$21k, Youth Outreach program \$10k, Freeza \$19k, Safer Together Project \$31k and Local Laws enforcement \$12k
- Expenditure carry forward of \$270k relates to some of the above mentioned funded projects - Supported Playgroup 48k, Maternal and Child Health \$46k, funded war memorial projects \$42k, Walk to School program \$25k, Youth Outreach program \$10k, Freeza \$13k, Evaluating Transport Connections \$10k and Safer Together Project \$31k. Expenditure of \$44k for irrigation systems has also been carried forward.

3 – Roads	Forecast \$'000	YTD Actual \$'000	Variance \$'000	Carryover \$'000
Income	-1,132	-2,209	1,077	1,107
Less: Expenditure	10,118	9,249	869	95
Net	8,986	7,040	1,946	1,202

- Income was higher than forecast by \$1,077k due to the prepayment of \$1,107k of the 2019/20 Financial Assistance Grants.
- Expenditure was lower than forecast primarily due to depreciation being lower than forecast \$804k. Depreciation is a non cash item. The Infrastructure Revaluation in 2018/19 found that there has been a strong improvement in the overall condition of roads and bridges. The life of sub assets has increased thereby reducing annual depreciation. Besides depreciation, work in progress associated with signage improvement \$48k and line marking \$23k are part of the variance.
- Income carry forwards of \$1,107k relate to the adjustment of the 2019/20 Financial Assistance Grant which was received in advance during June 2019 and recognised as income in 2018/19.
- Expenditure carry forward related to the above mentioned signage improvement \$48k, line marking \$23k and aerial imaging 24k spread over two years.

4 – Commerce	Forecast \$'000	YTD Actual \$'000	Variance \$'000	Carryover \$'000
Income	-346	-518	172	0
Less: Expenditure	1,135	1,084	50	153
Net	789	567	222	153

- Income is higher than forecast due to grants received post confirmation of forecast - Skipton Hospital Straw Heating Project \$70k and Integrated Water Management Project \$80k. Construction of the windfarms within the Shire and the associated stays by construction crew has been instrumental in improved takings at the Beaufort Caravan Park.
- Expenditure is lower than forecast primarily due to savings within Economic development services.
- Expenditure carry forward of \$153k relate to the Skipton Hospital Straw Heating Project \$68k, Integrated Water Management Project \$80k and Council's contribution to the Grampians Pyrenees Awards \$6k.

5 – Environment	Forecast \$'000	YTD Actual \$'000	Variance \$'000	Carryover \$'000
Income	-1,630	-1,593	-38	0
Less: Expenditure	2,689	2,576	113	21
Net	1,059	983	75	21

- Income was lower than forecast primarily due to the reduction in fines issued for fire hazard non-compliances.
- Expenditure was lower than forecast due to under spend in Planning and Building Enforcement costs \$25k, Waste management \$26k, Emergency Planning \$12k and Pyrenees Futures \$21k.
- Expenditure carry forward of \$21k relates to Pyrenees Futures \$21k.

Total - Operating result	Forecast \$'000	YTD Actual \$'000	Variance \$'000	Carryover \$'000
Income	-15,341	-18,304	2,963	2,874
Less: Expenditure	21,157	19,498	1,659	574
Net	5,816	1,194	4,622	3,448

Capital Works & Major Projects

Below is a summary of capital works expenditures for 2018-19. Total capital works expenditure in some instances was lower than the forecast as a result of the timing of land purchases and non-receipt of Government Funding. The carryovers are indicated in the column on the right.

Capital works and major projects	Forecast	YTD Actuals	Variance	Carryover
Council Roads	2,655	1,987	-668	573
Roads to Recovery, Roads To Market and Fixing Country Roads	1,188	211	-977	1,084
Floods	-2,651	-2,602	49	-
Land	958	3	-956	1,068
Land Improvements	447	268	-179	248
Recreation	1,395	-193	-1,588	1,489
Buildings	877	-303	-1,181	1,170
Furniture & equipment	394	182	-213	155
Plant purchases	879	589	-290	278
Net capital expenditure	6,142	140	-6,002	6,065
Total Expenditure	20,541	12,606	-7,935	7,557
Total Income	-14,398	-12,466	1,933	-1,492

Overall Working Capital Position

Working Capital Result	Forecast \$'000	YTD Actual \$'000
Opening Balance – General	6,406	6,406
Operating Result	- 5,816	- 1,194
Capital Result	- 6,142	- 140
Add Back Depreciation	6,835	6,029
Add Back Bad & Doubtful Debts	1	-
Less Reserve and Provision Adjustment		7
Closing Working Capital Result	1,284	11,108
Less Carryover – Operating		- 6,065
Less Carryover – Capital		- 3,478
Surplus/(Deficit)	1,284	1,565

At the end of the year, after allowing for carried forward adjustments, Council had a working capital surplus of \$1.56m. At the 20th March 2018 Council Meeting, Council resolved to retain \$639,000 for unexpected expenditure such as natural disasters. Council was also holding \$372k as overpayment received from the Commonwealth Home Support Program. The net working capital surplus for 2017/18 and 2018/19 is \$554k.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation. Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

Under Section 138 of the Local Government Act 1989, at least quarterly a report comparing expenses and revenue to budget must be presented to the Council.

ATTACHMENTS

11.1 Finance Report 1 July 2018 to 30 June 2019 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Financial Implications associated with this report have been covered in Issue/Discussion.

CONCLUSION

Council's closing working capital after allowing for carried forward works will reflect sufficient funds retained to allow for contingencies that are hard to predict.

CR KEHOE / CR EASON

That Council:

1. Receives the End of Year Finance Report for the period 1 July 2018 to 30 June 2019.
2. Adopts the 30th June 2019 carryover adjustments to the 2019/20 Budget as detailed in the above report.

CARRIED

12. CEO CONTRACT

Kathy Bramwell – Director Corporate and Community Services

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 10NOLJ

CEO Jim Nolan declared an interest and left the Council Chambers at 6.41pm

PURPOSE

The purpose of this report is for Council to consider the matter of the CEO contract which ends on 7 December 2019.

BACKGROUND

The current employment contract for Chief Executive Officer of the Pyrenees Shire Council ends on 7th December 2019.

Section 94 of the *Local Government Act 1989* sets out the provisions relating to the appointment of a Chief Executive Officer.

Mr Phillip Shanahan was engaged to prepare a report to assist Council through the process of appointing a Chief Executive Officer beyond the 7th December 2019.

ISSUE / DISCUSSION

Section 94(4) of the *Local Government Act 1989* makes provision for re-appointment of a person as Chief Executive Officer in the six months immediately before that person's contract is due to expire, without advertising that position.

As part of its consideration into whether the current Pyrenees Shire Chief Executive Officer, Mr Jim Nolan, should be re-appointed, Council undertook a review into the performance of the current Chief Executive Officer and considered options provided in the report commissioned to assist with the process.

In a closed Council meeting session on 11 June 2019, Council debated the re-appointment of the current Chief Executive Officer and determined to offer Mr Nolan a further contract for five years with Terms & Conditions similar to those currently in place. At its meeting on 20 August 2019, Council resolved:

1. That it intended at a future meeting to resolve to enter into a new contract with Mr Jim Nolan as Chief Executive Officer, for a period of five years commencing on 7th December 2019; and
2. That a public notice of Council's intention be published in accordance with section 94(4) of the Local Government Act 1989.

A public notice was published in The Advocate on Friday, 30 August 2019 detailing Council's resolution. No comments or feedback were received in response to this notice.

It is now recommended that Council resolves to re-appoint Mr Jim Nolan as its Chief Executive Officer without advertising the position and to make the position's proposed total remuneration available for public inspection.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation. Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Section 94 of the Local Government Act 1989 sets out Council's legal obligations in respect of the appointment of a Chief Executive Officer. This report follows proper process in facilitating the re-appointment of the Pyrenees Shire Chief Executive Officer.

CONCLUSION

In accordance with the Local Government Act 1989, Council may resolve to enter into a new contract for CEO without advertising the position and if Council resolves to do so, Council must make details of the person's proposed total remuneration as CEO under the new contract available for public inspection within 14 days after the passing of the resolution.

CR CLARK / CR FERRARI

1. Council resolves to enter into a new contract with Mr Jim Nolan as Chief Executive Officer, without advertising the position, for a period of five years commencing on 7th December 2019; and
2. That details of the position's proposed total remuneration under the new contract be made available for public inspection within 14 days after the passing of this resolution.

CARRIED

CEO Jim Nolan re-entered the Council Chambers at 6.44pm

13. CODE RED DAY POLICY

Kathy Bramwell – Director Corporate and Community Services

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 28/06/02

PURPOSE

The purpose of this report is for Council to consider adopting the Code Red Day Policy, following its review.

BACKGROUND

Council first adopted a Code Red Day Policy in December 2014 and further reviewed in November 2015. Victoria adopted nationally agreed Fire Danger Rating scales to assist communities in understanding information and warnings about fire danger. A Fire Danger Rating is a prediction of fire behaviour, including how hard it would be to extinguish once it starts.

Every day during the fire season the Bureau of Meteorology (BoM) forecasts an outlook of the fire danger index (FDI) by considering elements of the predicted weather including temperature, relative humidity, wind speed and dryness of vegetation.

Days when the Fire Danger Rating is Code Red are considered by emergency agencies to be the most dangerous, with fire behaviour predicted to be uncontrollable, unpredictable and fast moving. On such days the Country Fire Authority (CFA) advise people to leave areas of high fire risk, either the night before or early in the morning, and avoid heavily grassed or forested areas.

In fire prone areas it is likely that many public services will be suspended, including schools, kindergartens and pre-schools. Employment is likely to be disrupted as people heed the advice of the CFA and enact bushfire survival plans. State Forests and National Parks will be closed to the public on such days.

Council is obliged under the *Occupational Health & Safety Act* to provide a duty of care to its employees. A significant increase in severe bushfire conditions has been experienced over past years and it is essential Council has clear plans to protect its staff and community. Therefore Council needs to mitigate potential risk on Code Red Days by restricting work to essential services and those activities that do not impose unnecessary risk to employees or the general public.

ISSUE / DISCUSSION

The Code Red Day Policy was reviewed in consultation with members of the Senior Leadership Team and staff involved in employee safety and emergency management planning. Minor wording changes were made to the body of the document which are indicated by red text.

The Code Red Day Policy recognises that Council's services are likely to operate with altered or reduced service levels on days declared as Code Red Days. Appendix A, which details services impacted on Code Red Days, was reviewed to ensure this reflects actual work practices on such days.

The objectives of the Policy, in the event of a 'Code Red' fire warning being issued for the South West District (which includes the Pyrenees Shire), remain as before to:

1. Promote and encourage safe work practices for Council employees;
2. Provide guidance to employees on service delivery and leave entitlements;

3. Determine the services that will be affected on Code Red Days and document what will be modified or suspended; and
4. Ensure the Council Emergency Management Team have sufficient resources in place to undertake their emergency management responsibilities.

Council adoption of the revised Code Red Day Policy is now requested.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 4 - Financially Sustainable, High-performing Organisation. Our organisation will respond to community needs, attend to our core business, and strive for excellence in service delivery in an ethical and financially responsible manner.

4.3 - Provide a safe working environment through the provision of an integrated risk and OH&S management system.

ATTACHMENTS

13.1 Policy – Council – Code Red Day – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

The Policy intends to ensure that employees, Councillors, volunteers, contractors and members of the public are not placed in situations of undue risk on Code Red Days when conducting Council business or accessing Council services.

In the event of actual fire emergency on a Code Red Day, Council's emergency management procedures, documented in Council's Municipal Emergency Management Plan (MEMP) will come into operation.

CONCLUSION

The Code Red Policy addresses Council's responsibility to plan and manage for the provision of services and Council information on days declared as a Code Red fire risk, in order to maximise employee and community safety, whilst ensuring appropriate emergency responses can be activated as required.

Further review will be undertaken following any event of a Code Red warning being activated.

CR FERRARI / CR EASON

That Council:

1. Adopts the revised Code Red Day Policy; and
2. Makes the Policy publicly available on Council's website and promote to the Pyrenees Shire community prior to the summer season.

CARRIED

14. VISION SUPER'S VESTED BENEFITS INDEX (VBI) FOR DEFINED BENEFITS

Kathy Bramwell – Director Corporate and Community Services

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 48/08/06

PURPOSE

The purpose of this report is to update Council on the current status of the Local Authorities Superannuation Fund Defined Benefits Plan.

BACKGROUND

The Local Authorities Superannuation Fund (LASF) was established by an Act of Parliament in 1947 to provide superannuation to Victorian local government and the water industry. The defined benefit scheme was set up by the Victorian Government in 1982 and was compulsory for all councils until it was closed to new members in 1993.

Defined benefit schemes provide a prescribed benefit based on how long an employee has been a scheme member and their salary at retirement. Employers, rather than employees, must shoulder investment risks.

Accumulation schemes, which are the norm today, reverse this model and when investment market returns are down, the total accumulated funds in an employee's account will also decline. Since 1 January 1994 new local government employees have only been able to join a standard accumulation plan.

Although the scheme was closed in 1993, Victorian councils must continue to make payments in respect to staff who were members of the scheme at the time of closing. The LASF Defined Benefit Plan became a 'regulated fund' under Commonwealth legislation on 1 July 1998, which required it to be fully funded. Prior to this date it was exempt from being fully funded. Other public sector (state and federal government) defined benefit super schemes continue to be exempt up to now.

In accordance with Commonwealth Regulations, Vision Super must complete an actuarial review at least every three years to ensure that assets are adequate to meet the benefits previously promised to members, now and into the future. If a shortfall arises that cannot be addressed through an investment plan, then employers may be required to make top-up contributions.

ISSUE / DISCUSSION

As the superannuation fund regulator, APRA monitors the financial condition of all Defined Benefit (DB) arrangements and has set a number of requirements that DB trustees must adhere to, including appointing a Fund Actuary to undertake, and report on, regular actuarial investigations into the financial position of the DB plan.

APRA issued a prudential standard (Prudential Standard SPS 160 – Defined Benefit Matters (SPS 160)) which sets out the funding requirements for a DB plan. Under this standard:

- The vested benefits index (VBI) is the measure to determine whether there is an unfunded liability, and
- Any unfunded liability that arises must be rectified within three years.

DB plans are generally required to be in a ‘satisfactory financial position’. For these purposes, the value of the DB plan assets must be sufficient to cover the vested benefit liability of the DB plan.

The vested benefit liability of a DB plan is equal to the value of the total benefits that would be payable by the DB plan if all members voluntarily terminated their service with their employer at that time. Any lifetime pension benefits in a DB plan are included in the vested benefit calculations.

The VBI is used to determine if a DB plan is in a satisfactory or unsatisfactory financial position. The VBI is calculated as: $VBI = (\text{Market value of assets} / \text{Total of vested benefits})$. A VBI of 100% or greater means that the value of the assets supporting the DB plan are more than sufficient to cover the vested benefit liabilities of the plan at that date and, as such, is in a satisfactory financial position.

A VBI less than 100% means that the value of the assets supporting the DB plan are not sufficient to cover the vested benefit liabilities of the plan at a particular date and, as such, in an unsatisfactory financial position. The VBI shortfall limit, at which point a call for funds may be made upon employers, is set at 97%.

Vision Super reviews the VBI position of the LASF on a quarterly basis using the same methodology used by the Fund Actuary during the Fund Actuary’s investigations/reviews. As at June 2019 the VBI was 107.1% which satisfies APRA’s Superannuation Standard 160 and is 1.1% above the June 2018 figure.

An interim actuarial investigation is being conducted for the Fund’s position as at 30 June 2019. It is anticipated that this investigation will be completed by October 2019.

A table showing the changes in VBI over five years is detailed below:

Year	Q1 Sept (est)	Q2 Dec (est)	Q3 Mar (est)	Q4 June (actual)
2014/15	102.6%	103.1%	108.5%	105.8%
2015/16	104.0%	104.4%	102.4%	102.0%
2016/17	103.7%	105.4%	106.6%	103.1%
2017/18	103.8%	106.4%	106.2%	106.0%
2018/19	106.9%	101.9%	105.4%	107.1%

Although the table shows a consistent VBI of above 100% over the five years, it should be noted that in 2012/13 the VBI did go below the threshold of 97%. At this stage no action is required.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 2 - Relationships and Advocacy. We will build and maintain effective relationships with community, government and strategic partners, and advocate on key issues.

2.3 - Maintain strategic partnerships, and participate with peak bodies for support and to enhance advocacy.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

The monitoring of the Vested Benefit Index provides Council with guidance on the performance of the Defined Benefits Fund. In the event the VBI falls below the shortfall threshold, the Fund is required under the superannuation prudential standards (SPS 160) to formulate a restoration plan to restore the VBI to 100% within three years, which may require additional funds to be sought from individual councils.

CONCLUSION

The Vested Benefit Index was 107.1% as at 30th June 2019. An interim actuarial investigation is underway which should be completed by October 2019. At present no action is required.

CR EASON / CR CLARK

That Council:

1. Receives the Local Authorities Superannuation Fund update report and requests that any significant movements be reported to Council.
2. Retains part of the working capital surplus at 30 June 2019 to fund a shortfall in the event of a call.

CARRIED

CHIEF EXECUTIVE OFFICER

15. RESERVE NO. 1 PITTONG-SNAKE VALLEY ROAD, SNAKE VALLEY

Jim Nolan – Chief Executive Officer

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 710010974P

Cr Clark advised the meeting that the materials provided by the Snake Valley Land Protection Group Inc. mentioned the group's membership of the State peak body, Landcare Victoria Inc. Cr Clark advised that he was the Chairman of Landcare Victoria Inc.

PURPOSE

The purpose of this report is to provide Council with additional information relating to Reserve No.1 Pittong Snake Valley Road, Snake Valley following further discussions held with the *Friends of Reserve No.1* group and to authorise the CEO to enter into an Agreement for the management of the reserve.

BACKGROUND

At Council's January 2019 meeting, Council considered a report on the Snake Valley Reserve which sought Council to provide direction in respect of a planning permit application to remove a restrictive covenant and allow the use and development of land for a dwelling, at Reserve No.1, Pittong-Snake Valley Road, Snake Valley.

Prior to this meeting, a verbal submission was made by members of the community, 'Friends of Reserve No.1', seeking to have the reserve retained in Council's ownership. The Friends group expressed an interest in assuming management functionality over the reserve and committed to providing a draft management plan for Council's consideration.

Council's consideration of the matter was deferred until the Ordinary Council Meeting in February 2019 at which Council resolved:

That Council:

- 1. enters into further discussions with the Friends of the Reserve No 1 Group in respect of the future management of Reserve No 1*
- 2. Investigates possible management models for future consideration by Council*
- 3. Considers a further report on the matter at a future meeting of Council*

Subsequently the CEO met with representatives of the Friends of the Reserve group to progress arrangements whereby the group could enter into an agreement with Council to use and maintain the land as open space to benefit the local community under the auspices of the Snake Valley & District Land Protection Group Inc.

ISSUE / DISCUSSION

A draft management plan was prepared by the group and tabled at the January 2019 Council meeting, and more recently a letter setting out the proposed arrangements for an agreement was received from the group and is attached to this report.

The group propose a five year agreement be entered into with shared arrangements to manage risks and liability insurance.

A range of models were considered for the management of the site including the formation of a Special Committee under Section 86 of the Local Government Act, an Agreement under section 173 of the

Planning and Environment Act, a formal contract or lease. It is proposed that Council authorise the CEO to enter into an agreement as outlined in the attached having regard to any legal matters and relevant risk management.

As the site was the subject of a planning application by Council for the use and development of a dwelling, and having regard to Council's desire to provide opportunities for the community to demonstrate their capability to manage and maintain the site as open space, it is proposed that the planning application PA2660/17 be withdrawn. This does not limit Council or another party from the possibility of making a future application for development and use of the site for a dwelling at a future time should the agreement with the group cease for whatever reason.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 5 - Development and Environment. We will undertake forward planning, and facilitate growth in our local economy while protecting key natural and built environmental values.

1.4 - Maintain, develop and renew the public amenity of our townships in consultation with our communities.

ATTACHMENTS

15.1 Draft Agreement between Pyrenees Shire Council and Snake Valley & District Land Protection Group Inc to manage Reserve No. 1 Pittong Road, Snake Valley, August 2019 – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

A draft risk assessment is included in the draft letter attached to this report. It is proposed that Council maintain general public liability insurance coverage in addition to the protection provided to the group through the incorporation of the auspice body.

CONCLUSION

Council has previously sought to remove the reservation on the No.1 Reserve, Pittong-Snake Valley Road, Snake Valley, and to seek a planning application for the use and development of the site for a dwelling. Submissions have been received in respect of the planning application and representations have been made by the Friends of the Reserve No 1 Group seeking Council to not proceed with the planning application, and the land be retained and used as public open space for a community purpose.

The Group has prepared a management plan for management of the reserve, and following discussions between the CEO and representatives of the group it is proposed that a five year agreement be entered into between Council and the Snake Valley & District Land Protection Group Inc.

CR EASON / CR KEHOE

That Council:

1. Authorises the Chief Executive Officer to enter into an agreement with the Snake Valley & District Land Protection Group Inc. for the management of No.1 Reserve, Pittong-Snake Valley Road, Snake Valley.
2. Withdraws the planning application PA2660/17.

CARRIED

16. GOLDFIELDS WORLD HERITAGE BID

Jim Nolan – Chief Executive Officer

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 62/12/10

PURPOSE

The purpose of this report is to provide an update to Council and seek ongoing support for the proposed Central Victorian Goldfields world heritage listing.

BACKGROUND

Council considered a report on the Central Victorian Goldfields World Heritage Bid at the Ordinary Council Meeting in September 2018, and agreed to join with the City of Ballarat, the City of Bendigo and other councils to seek to take the next steps towards application for the Central Goldfields World Heritage nomination.

The project team has continued to progress the bid following strong support from the thirteen participating councils.

The following is an excerpt taken from the project brochure used to provide background to the bid and to communicate key messages.

“World Heritage is the biggest tourism brand in the world

It’s used successfully to define significant tourism destinations globally.

While we know our goldfields are significant, the full tourism and jobs potential of the region is relatively untapped and not widely known.

Thirteen local governments, led by the Cities of Ballarat and Greater Bendigo, have partnered to progress a World Heritage listing of the Central Victorian Goldfields.

This aims to unlock the full potential of the region, bringing economic diversification, jobs, investment and tourism, and raise the socio-economic outlook for cities, towns and local communities. This consortium represents close to half a million people spread over nearly 40,000 square kilometres, 17% of the state.

Parts of the region are thriving but other parts are among the most socially disadvantaged areas in the state. Experience in other disadvantaged areas shows that World Heritage listing can bring unique opportunities for communities to diversify their local economies and increase liveability.

WORLD HERITAGE LISTING

The nineteenth century global rush for gold changed the world forever. The Central Victorian Goldfields played a major part in this never-before-seen wave of globalisation and modernisation. The legacy is still very strong – far stronger than in any other part of the world. The region has a huge amount of the most intact and authentic gold rush heritage in the world. Advice from international World Heritage experts is that the Central Victorian Goldfields are ‘exceptional’ and the bid has a very good chance of success.

Properties selected would be the ‘best of the best’ and it is thought that nominated sites could number between 10 and 20. Types of properties that will be considered include publicly owned properties such as Town Halls, Railway Stations or Botanic Gardens and recognised archaeological mining sites on public land. The process of selection will include wide community engagement.

PROJECT DELIVERY & OUTCOMES

The task before the region over the next two years has five components.

- 1. Identify how to best use World Heritage as a catalyst to benefit the entire region. What is the value proposition and how can World Heritage Listing be leveraged to benefit the region?*
- 2. Ensure the widest possible support and collaboration from all the stakeholders, the community and relevant government agencies for the application.*
- 3. Maximise collaboration with all key stakeholders to deliver the socio-economic regeneration and tourism opportunities and benefits.*
- 4. Document the sites that will need to be placed on the National Heritage Register for World Heritage listing.*
- 5. Engage international experts who can assist in guiding the bid to ensure ultimate success.*

FUNDING

Local Governments and regional tourism bodies have committed \$150,000 over the next two years. Funding of \$620,000 from the state is being sought to enable critical work to be commissioned, undertake the community and industry engagement and to bring in expert advice.”

ISSUE / DISCUSSION

To demonstrate commitment by the 13 councils involved in the bid, each council is invited to sign the attached MOU. In doing so tis further evidences the strong ongoing support by those involved.

The purpose of the MOU as stated in the document is as follows:

The signatories to this Memorandum of Understanding will work together to progress the development of the Program with the objective of unlocking the full potential of the Central Victorian Goldfields region, bringing economic diversification, jobs, investment and tourism, and raise the socio-economic outlook and liveability for cities, towns and communities across the region.

A copy of the draft MOU is attached to this report and it is suggested that council agrees to demonstrate its support further by agreeing to be a signatory to the MOU.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 2 - Relationships and Advocacy. We will build and maintain effective relationships with community, government and strategic partners, and advocate on key issues.

2.3 - Maintain strategic partnerships, and participate with peak bodies for support and to enhance advocacy.

ATTACHMENTS

- 16.1 Central Victorian Goldfields – World Heritage Listing Bid
- 16.2 Draft MOU – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

Council has previously committed to provide \$2,000 per year for two years towards the bid.

CONCLUSION

Council is invited to be a signatory to an MOU to participate in the Central Victorian Goldfields World Heritage bid. This will enable strong support to be demonstrated from the participating Councils.

OFFICER RECOMMENDATION

That Council agrees to sign the MOU attached to this report, with or without amendment, along with other participating Councils join involved in the Central Victorian Goldfields World Heritage Bid.

CR CLARK / CR KEHOE

That Council agrees to sign the MOU attached to this report, with or without amendment, along with other participating Councils involved in the Central Victorian Goldfields World Heritage Bid.

CARRIED

17. EXPO AND BUSINESS FORUM INVITATION

Jim Nolan – Chief Executive Officer

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 18/02/06

Mayor Cr Robert Vance declared an interest and left the Council Chambers at 7.01pm

CEO Jim Nolan called for nominations for Acting Chair

CR EASON / CR FERRARI

That Cr Clark be nominated as Acting Chair

CARRIED

Cr Clark took the Chair at 7.01pm

PURPOSE

The purpose of this report is to inform and seek support from Council about an invitation received for the Mayor to participate in a delegation to China as a special guest and presenter at an expo and business forum event.

BACKGROUND

The Mayor has received an invitation to participate in a joint Australian and New Zealand Trade Mission delegation to China to attend an industry expo and forums.

The invitation states as follows:

“The trade mission is a tailor-made special event for where you will participate:

- 2019 China International Logistics and Transportation Industry Expo
- 2019 World VR Industry Conference Nanchang, JiangXi in Nanchang, Jiangxi.
- 2019 International Toy Fair/Early Childhood Forum in Shanghai

These events will provide with the latest scale in China in the sector of advanced logistics methods, cold-chain logistics, pharmaceutical logistics, environmental-friendly green logistics, logistics equipment, etc. The event is specially organized by AITA to provide a unique opportunity for the Alliance members to further engage with China Supply Chain & Logistics Industry from business groups to governments and NGO. It also provides a chance for those leading enterprises to display, promote and integrate market.

- Meet the key Governments, NGOs and Companies (Including ports site visit) in each location
- Visit Australia, NZ Embassy and other related organizations
- Visit 3 port cities in China

The exhibition will also host a series of activities such as “The First China Logistics Hub City Cooperation Forum”, “China Business Logistics Cooperation Forum”, “Beijing-Tianjin-Hebei Collaborative Development Forum” and “China Pharmaceutical Logistics Supply Chain Innovation Development Forum. Nearly 100 media outlets such as CCTV, Xinhua News Agency, People’s Daily, China Economic Herald, Tencent will be covering this event”.

The event is hosted/organized/supported by:

- Australian International Trade Association & Associates
- Ministry of Commerce
- Transportation and Logistics Branch of China Communications and Transportation Association
- Shanghai Derui Exhibition Planning Co., Ltd.
- Qinghai Provincial People's Government
- Hebei Kangxu Business Service Co., Ltd

Time: October 14th – October 21st, 2019

Further details regarding the event are attached to this report.

ISSUE / DISCUSSION

Participation in the delegation mission is consistent with the role of Council as stated in Section 3D of the Local Government Act which includes:

(d) advocating the interests of the local community to other communities and governments;

The opportunity enables the Mayor to promote our local industry and the Pyrenees brand internationally to benefit our local economy. It also enables Australia to build relationships with China which is one of Australia's leading trade nations and our fastest growing tourism market.

The Mayor is recognised as being a leader in the local government through his participation on a number of regional forums including a member of the Rural Councils Victoria executive.

The invitation is considered to be a gift of Australian International Trade Association & Associates. The matter is reported to Council to ensure transparency in Council decision making. Participation in the trade mission will require the Mayor to forge his ordinary business and personal activities for the period of the mission and to participate in the trade mission activities including as key note speaker.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 2 - Relationships and Advocacy. We will build and maintain effective relationships with community, government and strategic partners, and advocate on key issues.

2.3 - Maintain strategic partnerships, and participate with peak bodies for support and to enhance advocacy.

ATTACHMENTS

17.1 Trade Mission Forum and Expo – *circulated separately*

FINANCIAL / RISK IMPLICATIONS

The costs associated with the event are to be met by the organising body and as detailed in the attached.

Despite the benefits outlined above, there is potential reputational risk to Council that participation in the event may not be seen as being in the interests of the community.

CONCLUSION

Australian International Trade Association & Associates has invited the Mayor to participate in a Trade mission delegation to China.

Council direction is sought in respect of the invitation.

CR EASON / CR FERRARI

That Council endorses the acceptance of the invitation by the Australian International Trade Association & Associates for the Mayor to participate in a Trade Mission to China during October 14th – October 21st, 2019

CARRIED

Mayor Cr Robert Vance re-entered the Council Chambers at 7.07pm and resumed as Chair

18. PROPOSED CHANGE OF COUNCIL MEETING LOCATION

Jim Nolan – Chief Executive Officer

Declaration of Interest: As author of this report I have no disclosable interest in this item.

File No: 16/02/02

PURPOSE

The purpose of this report is to provide Council with an opportunity to change the location for the Ordinary Council Meetings in October and November.

BACKGROUND

Councillors expressed a desire to consider a change of venue for the October and November Ordinary Council Meetings to enable the October Meeting to be held in Avoca, and the November Meeting to be held in Beaufort.

ISSUE / DISCUSSION

The reason for the change is to enable some further engagement with the community in October on the matter of the Pyrenees Futures Framework and Streetscape Planning project.

COUNCIL PLAN / LEGISLATIVE COMPLIANCE

Strategic Objective 3 - Community Connection and Wellbeing. We will engage with communities to provide responsive, efficient services that enhance the quality of life of residents and promote connected, active and resilient communities.

5.2 - Prepare and implement township framework plans to guide future development in Beaufort, Avoca, Snake Valley, Lexton, Waubra/Evansford, Landsborough, Moonambel, Amphitheatre and Raglan and then consider extending the planning to include other towns.

ATTACHMENTS

Nil

FINANCIAL / RISK IMPLICATIONS

Nil

CONCLUSION

Changes to the following Ordinary Council Meeting Dates are reflected in the recommendation below.

CR CLARK / CR KEHOE

That Council:

1. Agrees to change the location for the Ordinary Council Meeting to be held on 15 October 2019 to be at the Town Hall Supper Room, Avoca;
2. Agrees to change the location for the Ordinary Council Meeting to be held on 12 November 2019 to be at the Council Chambers in Beaufort; and
3. Gives public notice of the proposed changes to the meeting locations in accordance with the Local Government Act and the Meeting Procedure Local Law.

CARRIED

COUNCILLOR REPORTS AND GENERAL BUSINESS

Cr Ferrari

- It was great to visit Natte Bealiba as part of the Councillor Cuppa. Natte Bealiba is such a small community who work very hard and achieve great things.
- Attended the Audit & Risk Committee Meeting. There is a lot of work that goes into managing risks and when a glowing report is received after an audit it is reassuring that good compliance/governance practices are in place. It is very pleasing to see.
- Attended the opening of the Beaufort Secondary College's upgrade works.
- Attended the Vietnam Veterans Commemorative Day. It was great to see a representation by both young and old.

Cr Kehoe

- The Stockyard Hill Wind Farm is rapidly taking shape. It is hoped that some of the issues will now be reduced as the weather conditions are improving. The local community has expressed they are very happy with the communication received.
- Attended the Carranballac Progress Association's meeting. They are holding a B&S Ball in November and are working towards improving the Recreation Reserve facilities.
- Attended the Snake Valley Recreation Reserve Committee meeting recently held. The Committee had issues with the sewerage for the new female friendly facility which are being resolved.
- Not one complaint was received in relation to the detours while the Carngham Bridge repairs were underway. Well done to all involved.
- Attended the Municipal Emergency Management Planning Committee (MEMPC) meeting. House fires have been the main issue of late and residents are encouraged to have insurance. VicPol is rolling out to iPads. Representatives from Langi Kal Kal Prison were very appreciative for removing the trees.

Cr Clark

- Compliments go to Council officers for their work on roads. It has been noticed that roads are wider which has been well received.
- Attended the Raglan Flood Investigation meeting which was a productive meeting.
- Attended the Rural South Central meeting at Bannockburn.

Cr Eason

- Attended the Audit & Risk Committee meeting. It is very pleasing to hear good reports that there were no major issues following audits. It gives confidence that processes in place are working well.
- Joined the Mayor at the Beaufort Lake for the launch of Council's Reconciliation Action Plan which included a smoking ceremony and unveiling of a beautiful piece of artwork by Bushka. It was a very enjoyable experience and provided a better understanding of whole RAP process.
- There will be an Avoca Streetscape meeting at the Avoca Town Hall next Wednesday (25 September) at 7pm.

Cr Vance

- Attended the Maryborough District Football Netball League vote count. Natte Bealiba's senior football team had a win along with Waubra's senior football team. It speaks well of our smaller communities.
- Also attended the Vietnam Veterans Day which involved the unveiling of a sculpture. It is well worth a visit to the Memorial Park in Beaufort.
- Attended the Rural Councils Victoria (RCV) meeting last Friday. There are 4 new members; 3 CEOs and 1 Councillor.
- Was elected as Vice President at the recent Timber Towns meeting.
- Attended the Rural South Central meeting at Bannockburn.
- Attended the Community Safety Advisory Committee meeting in Landsborough alongside representatives from the emergency services.
- The RAP launch at the Beaufort Lake was terrific and Bushka's painting is brilliant. It is now hanging in the Customer Service Centre in Beaufort.
- Attended the AGM of the Moonambel Events Inc. This group is very proactive which is fantastic for a small town.
- Thank you to Councillors for the opportunity to attend the Expo and Business Forum in China in October.

CONFIDENTIAL ITEMS

19. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

That pursuant to the provisions of Section 89(2) of the Local Government Act 1989, the meeting be closed to the public in order to consider a contractual matter.

CR EASON / CR CLARK

That the meeting be closed to members of the public under Section 89(2) of the Local Government Act 1989, to consider a report on the:-

20. Supply and Delivery of Prefabricated Bridge Formwork

CARRIED



21. RE-OPENING OF MEETING TO MEMBERS OF THE PUBLIC

CR EASON / CR CLARK

That Council, having considered the confidential items, re-opens the meeting to members of the public.

CARRIED

CLOSE OF MEETING

Meeting closed at 7.35pm

Minutes of the meeting confirmed

2019

Mayor