



Southern Grampians
SHIRE COUNCIL

Council Meeting Minutes

Ordinary Meeting
14 February 2018

Held at 5.30pm in the Council
Chambers at 5 Market Place, Hamilton

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The Meeting opened at 5.30pm

1 Present

Councillors

Cr Mary-Ann Brown – Mayor
Cr Chris Sharples – Deputy Mayor
Cr Albert Calvano
Cr Colin Dunkley
Cr Greg McAdam
Cr Katrina Rainsford

Officers

Ms Evelyn Arnold – Director Community and Corporate Services
Mr Michael McCarthy - Director Shire Futures
Mr David Moloney – Director Shire Infrastructure
Ms Megan Kruger – Governance Coordinator

2 Acknowledgement of Country

The Mayor, Cr Brown, read the acknowledgement of country –

“Our meeting is being held on the traditional lands of the Gunditjmarra, Tjap Wurrung and Bunganditj people.

I would like to pay my respects to their Elders, past and present, and the Elders from other communities who may be here today.”

3 Prayer

Cr Rainsford led the meeting in a prayer.

4 Apologies

Cr Cathy Armstrong and Mr Michael Tudball, Chief Executive Officer.

5 Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 13 December 2017 be confirmed as a correct record of business transacted.

COUNCIL RESOLUTION

MOVED: Cr Rainsford

SECONDED: Cr Sharples

That the Minutes of the Ordinary Meeting of Council held on 13 December 2017 be confirmed as a correct record of business transacted.

CARRIED

6 Declaration of Interest

Cr McAdam declared an indirect conflict of interest in Item 10.8 - Tender No 49-17 Hamilton Indoor Leisure and Aquatic Centre Roof Remediation.

7 Questions on Notice

There were no Questions on Notice listed on tonight's agenda.

8 Public Deputations

8.1 Petition – Lake Hamilton Walking Track

Attachments: 1. Petition

A petition relating to the Lake Hamilton Walking Track has been received, which reads as follows:

Let's get the Lake Hamilton walking track sealed to significantly improve this fantastic recreation and fitness facility.

RECOMMENDATION

That the petition be received by Council and referred to the Director Community and Corporate Services for action.

COUNCIL RESOLUTION

MOVED: Cr Calvano
SECONDED: Cr Rainsford

That the petition be received by Council and referred to the Director Community and Corporate Services for action.

CARRIED

9 Records of Assemblies of Councillors

Written records of Assemblies of Councillors must be kept and include the names all Councillors and members of Council staff attending the meeting, the matters considered, any conflicts of interest declared and when the person/s with a conflict left and returned to the meeting.

Pursuant to section 80A (2) of the Act, these records must be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that meeting.

Section 3 of the Local Government Act 1989 defines as Assembly of Councillors as:

1. A meeting of an advisory committee of the Council, if at least one Councillor is present; or
2. A planned or scheduled meeting of at least half of the Councillors and one member of Council staff;

which considers matters that are intended or likely to be:

- a) The subject of a decision of the Council; or
- b) Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

As there are some meetings which may or may not be classed as an Assembly of Councillors depending on who is present and the topics that are discussed Southern Grampians Shire Council records these meetings as an Assembly of Councillors to ensure that transparency in relation to these meetings is publicised.

An Assembly of Councillors record was kept for:

- Pedrina Park Working Group – 13 December 2017
- Briefing Session – 13 December 2017
- Pedrina Park Working Group – 12 January 2018
- Briefing Session – 24 January 2018
- Pedrina Park Working Group – 2 February 2018

This agenda was prepared on 7 February 2018. Any Assemblies of Councillors between that date and the date of tonight's Meeting will appear in the agenda for the next Ordinary Meeting of Council.

RECOMMENDATION

That the record of the Assembly of Councillors be noted and incorporated in the Minutes of this Meeting.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Dunkley

That the record of the Assembly of Councillors be noted and incorporated in the Minutes of this Meeting.

CARRIED



ASSEMBLY OF COUNCILLORS

ASSEMBLY DETAILS	
Title:	Pedrina Park Working Group Meeting
Date:	13 December 2017
Location:	Tosca Browns
Councillors in Attendance:	Cr Colin Dunkley
Council Staff in Attendance:	Evelyn Arnold, Director Community & Corporate Services Susannah Milne, Manager Community & Leisure Services Melanie Starr, Manager Recreation

The Assembly commenced at 8.00am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Welcome & Introduction	Nil
2	Apologies	Nil
3	Terms of Reference	Nil
4	Glenelg Hockey Association – Background & Thoughts around Pavilion	Nil
5	Hamilton Soccer Club Association - Background & Thoughts around Pavilion	Nil
6	Recreation & Leisure Strategy	Nil
7	Toilet block replacement	Nil
8	Pavilion design & ideas	Nil
9	Next Steps	Nil

The Assembly concluded at 9.00am

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	13 December 2017
Location:	Martin J Hynes Auditorium
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Albert Calvano Cr Cathy Armstrong Cr Colin Dunkley Cr Katrina Rainsford Cr Greg McAdam – Left at 3:15pm
Council Staff in Attendance:	Michael Tudball, Chief Executive Officer David Moloney, Director Shire Infrastructure Michael McCarthy, Director Shire Futures Evelyn Arnold, Director Community and Corporate Services

The Assembly commenced at 2:00pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	HRBA Briefing on Strategic Plan	Nil
2	HILAC Roof Update – Delegation	Nil
3	GenR8 Change Presentation	Nil
4	China Relationship	Nil
5	Pound Services – Moyne Shire Services	Nil
6	IDM Adoption	Nil
7	Telstra Agreement Update	Cr Chris Sharples declared an interest and left the room.
8	Discussion on Questions of Notice	Nil

The Assembly concluded at 5:00pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Pedrina Park Working Group
Date:	12 January 2018
Location:	Brown Street Conference Room
Councillors in Attendance:	Cr Colin Dunkley
Council Staff in Attendance:	Evelyn Arnold, Director Community & Corporate Services Susannah Milne, Manager Leisure & Community Services Melanie Starr, Manager Recreation

The Assembly commenced at 8.30am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Welcome	Nil
2	Review of Minutes	Nil
3	Pavilion – Design and Ideas	Nil
4	Next Steps	Nil
5	Next Meeting	Nil

The Assembly concluded at 9:35am

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	24 January 2018
Location:	Martin J Hynes Auditorium
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Cathy Armstrong (arrived at 3.20pm) Cr Colin Dunkley Cr Katrina Rainsford Cr Greg McAdam
Council Staff in Attendance:	Michael Tudball, Chief Executive Officer David Moloney, Director Shire Infrastructure Michael McCarthy, Director Shire Futures Evelyn Arnold, Director Community and Corporate Services Susannah Milne, Manager Community and Leisure Services Aten Kumar, Manager Assets Belinda Johnson, Manager Finance Jason Cay, Finance Coordinator Megan Kruger, Governance Coordinator

The Assembly commenced at 12:00pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Budget Briefing	Nil
2	Lakes Edge Redevelopment Agreement	Nil
3	c36 Planning Scheme Amendment - Harman's Valley - Directions Hearing	Nil
4	Lake Hamilton Petition	Nil
5	Interplan Report	Nil

6	Rural Road Numbering	Nil
7	Capital Works Report	Nil
8	HILAC Roof Tender Update	Cr McAdam declared an interest and left the room.
9	Update on RFID Tender	Nil

The Assembly concluded at 5:15pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Pedrina Park Working Group
Date:	2 February 2018
Location:	Brown Street Conference Room
Councillors in Attendance:	Cr Colin Dunkley
Council Staff in Attendance:	Evelyn Arnold, Susannah Milne, Melanie Starr

The Assembly commenced at 8.30am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Welcome	Nil
2	Review of Minutes	Nil
3	Pavilion Design & locations	Nil
4	Funding Options	Nil
5	Next Meeting	Nil

The Assembly concluded at 9.35am

10 Management Reports

10.1 Councillor Expenses Policy

Directorate: Michael Tudball, Chief Executive Office
Author: Megan Kruger, Governance Coordinator
Attachments: 2. Councillor Expenses Policy

Executive Summary

Council's current Councillor Expenses Entitlements Policy was last updated in December 2016.

A review has been undertaken of the Policy and some minor changes made, particularly in relation to reimbursement levels. An updated Councillor Expenses Policy is attached and it is recommended that the updated Policy be adopted by Council.

Discussion

A review of the Councillor Expenses Policy was undertaken in January 2018. Benchmarking against several other Council's Councillor Expenses Policy and some minor updates made to the Policy.

The updates to the Councillors Expenses Policy include:

- Adding to the Travel Expenses section a priority order in relation to transport options to be utilised with the order being:
 1. Public transport
 2. Car pooling with Council vehicles
 3. Council pool vehicle
 4. Car pooling with private vehicles
 5. Private vehicle
- Clarifying that the Mayoral car is also available for use by Councillors, by agreement between the Mayor and Councillor/s.
- A new section had been added to the Training and Conferences section which requires Councillors to report back to the other Councillors, within two months, the key points of and training or conferences attended.
- Adding to the Procedure for Approval section priority to Councillors who have been appointed as the Council Representative to a Committee to attend training and conferences where multiple Councillors wish to attend.
- Updating the thresholds for accommodation reimbursement to reflect the current level of reimbursement for Council staff being:
 - Capital cities up to \$280.00 per night
 - Regional centres up to \$200.00 per night
- Updating the thresholds for meal reimbursement to be in line with the meal reimbursement rates set by the Australian Taxation Office being:

	City	Country
Breakfast	\$27.05	\$24.25
Lunch	\$30.45	\$27.65
Dinner	\$51.85	\$47.70

- Updating of the section Reporting on Expenditure to clarify when Councillors will receive reports on their individual expenditure and what information will be reported in Council's Annual Report on Councillor expenditure.

It is recommended that Council adopt the updated Councillor Expenses Policy.

Financial and Resource Implications

This Policy supports the Act and ensures clarity and consistency around the expenses that Council will pay or reimburse for Councillors.

This Policy will also make it clear to the community what resources are provided to Councillors to ensure that they are adequately reimbursed and trained in their role as Councillor.

Legislation, Council Plan and Policy Impacts

Objective 5.1 – Provide transparent and responsible governance.

Strategy 5.1.1 – Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role.

Strategy 5.1.2 – Ensure responsible, effective and efficient use of Council resources.

Strategy 5.1.3 – Continue to increase the transparency of Council's decision making processes.

Risk Management

The adoption of the updated Councillor Expenses Policy ensure that Council's distribution of resources and training to Councillor's is equal and fair. This will ensure each Councillor has the same access to training and conferences and that there is clear guidelines for the reimbursement of expenses.

Environmental and Sustainability Considerations

N/A

Community Consultation and Communication

No community consultation is required in the development of this Policy.

Once adopted the Policy will be made available to all Councillors and uploaded onto Council's website.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council adopt the attached revised Councillor Expenses Policy.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Rainsford

That Council adopt the attached revised Councillor Expenses Policy.

CARRIED

10.2 Annual Plan Quarterly Report

Directorate: Michael Tudball, Chief Executive Officer
Author: Megan Kruger, Governance Coordinator
Attachments: 3. Action and Task Progress Report

Executive Summary

The Action and Task Progress Report for the period 1 July 2017 to 31 December 2017 has been prepared to provide information regarding the performance of the organisation against the Annual Plan.

Discussion

The Annual Plan is developed each year to assist in the delivery of the Council Plan objectives and to demonstrate to the community the key projects to be delivered that year. The Annual Plan sets out the specific actions and includes a detailed list of Council's activities and initiatives for the upcoming financial year. These initiatives are projects that are undertaken over and above normal service delivery and are intended to attain important outcomes for Council and the community.

Reports on the progress of the Annual Plan are reported to Council quarterly. This allows Council to receive timely, relevant and measurable information about how the organisation is performing. This in turn allows Council an opportunity to raise concerns about performance in a timely manner. The Annual Plan reporting will also help formulate the Annual Report and support the reporting against the Council Plan each year.

There are currently 97 actions from the Annual Plan and Council Plan. Of these 97 actions:

- 81 actions (84%) are on track - at least 90% of the target achieved;
- 2 actions (2%) require monitoring –between 70% and 90% of the target achieved;
- 14 actions (14%) are off track – less than 70% of target achieved; and
- 0 actions (0%) have no target set

There are 15 more actions in the December quarter. The actions that are on track have dropped from 85% to 84%, the actions that require monitoring are stable at 2% and the actions off track have increased from 12% to 14%. These changes in the plan are very small and reflect the increase of actions in the December quarter. The performance of the Annual Plan is steady at this stage and on track for delivery by the end of the financial year.

Details about the specific performance of the Annual Plan actions is detailed in the attached Action and Task Progress Report.

Legislation, Council Plan and Policy Impacts

Council is required to adopt a Council Plan in accordance with section 125 of the Local Government Act 1989. This Plan is supported by the development of an Annual Plan which details the actions that will be undertaken to achieve the strategic objectives in the Council Plan.

Reporting on the Annual Plan is to be presented to Council quarterly so that Council can regularly monitor the performance of the organisation.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the Action and Task Progress Report for 1 July 2017 to 31 December 2017 be received.

COUNCIL RESOLUTION

MOVED: Cr Dunkley
SECONDED: Cr Sharples

That the Action and Task Progress Report for 1 July 2017 to 31 December 2017 be received.

CARRIED

10.3 Tender No 6/18 – Hamilton Regional Livestock Exchange – RFID Readers – For Endorsement

Directorate: David Moloney, Director Shire Infrastructure
Author: Rodney Van de Hoef, Team Leader Ventures
Attachments: None.

Executive Summary

The State Government of Victoria introduced legislation in 2016 to make it compulsory for sheep and goats to be ear tagged and agents are required to ensure scanning and reporting on these tagged animals at livestock exchanges. As such Council is required to install infrastructure to enable the agents to meet their obligations.

Council has obtained funding from the State Government of \$460,080 (GST exclusive) implementation of the Electronic National Livestock Identification Scheme (ENLIS) (Sheep & Goats) transition package Saleyards – phase 2 program for the Hamilton Regional Livestock Exchange (HRLE).

At the 13 December 2017 Council meeting, Council has delegated the awarding of Contract 6/18 HRLE-Radio Frequency Identification Device (RFID) readers to the Mayor and the CEO.

Council advertised for tender submissions on 13 December 2017. Of the suitable tender submissions received, prices for some items were higher than had been identified by Council's consultant providing estimates for the works.

An out of Session report was provided to all Councillors for feedback on the 25 January 2018, enabling the Mayor and CEO to award the works under delegation following consideration of feedback from Councillors.

This report on Contract 6/18 for HRLE-RFID readers seeks endorsement of the delegated decision to award Contract 6/18.

Discussion

On the 24th of August 2016 Minister for Agriculture, Jaala Pulford, announced the introduction of an electronic identification system (EIS) for sheep and goats. All sheep and goats born in Victoria on or after 1 January 2017 will require an electronic identification tag before being dispatched to a saleyard, abattoir, knackery or another property. The electronic tags will be linked to National Livestock Identification System (NLIS).

As part of the support made available, Council applied for funding under the phase 1 transition package and were successful in obtaining up to \$40,000 of funding for the Phase 1 planning and design of required infrastructure.

Trials were commenced in mid 2017 at the Hamilton Regional Livestock Exchange (HRLE) of various equipment and software options to enable the implementation of the NLIS for Sheep. Council also engaged a consultant to review the options provided, consult relevant stakeholders and provide a recommendation for the preferred design.

The trials at the HRLE were successful and identified a feasible solution which can be implemented and well received by the stakeholders.

Following the Phase 1 trials, Council applied for the Phase 2 funding required for the purchase and installation of NLIS equipment at the Hamilton Regional Livestock Exchange, based upon the trials.

The main aspects of the preferred design include 7 drafting gate readers and further associated readers and equipment.

Grant funding has been secured through agreement up to a maximum of \$460,080 (GST exclusive) for implementation, under the Electronic NLIS (Sheep & Goats) transition package Saleyards – phase 2 program, for the Hamilton Regional Livestock Exchange (HRLE).

Agriculture Victoria require the NLIS to be implemented by 31 March 2018. There will be a limited time for procurement of the infrastructure to meet this implementation timeframe.

To enable this project to be implemented in the required timeframe, Council at its Meeting on 13 December 2017 resolved that:

1. Council delegate the awarding of Contract 6/18 HRLE-RFID readers to the Mayor and the CEO;
2. A report be provided to all Councillors to enable feedback be given on the tender for consideration by the Mayor and CEO prior to awarding the tender;
3. A report be presented on Contract 6/18 for HRLE-RFID readers to the next Ordinary Council Meeting on the 14 February 2018 for the endorsement of this Contract.

Council advertised for tenders on 13 December 2017. Council received satisfactory submissions, noting that in many instances prices received were higher than identified in the estimates provided in the funding agreement. Council Officers have sought clarification from tenders and negotiated with Agriculture Victoria to ensure the outcome required for the Saleyards is delivered and is within budget.

*:- The variance in pricing relates to the cost of the lane readers, possibly a typographical error at the time of the consultant's report or cost increase. Discussions with Agriculture Victoria to date indicate that should a shortfall in the agreement occur at the end of the project – a variation may be sought with proof of purchase and appropriate justification.

**:- In the Aleis Pty. Ltd. submission, Aleis Pty. Ltd. have submitted a tender price for 8 Sheep industry wands. From clarification with Aleis Pty. Ltd., they have submitted pricing based upon their top of the line model. Various other pricing has been provided as clarification, negotiation have occurred with Aleis Pty. Ltd. for a suitable model for the Hamilton Saleyards and taken into account in the awarding of the tender.

***:- The Outcross Pty. Ltd. submission did not provide pricing for the Panasonic Toughbook laptops as requested. The submission cites that technology (referring to the use of tablet based applications) has moved on and these are no longer required. The specification contains requirements as to the performance of the hardware and software. If successful, the onus remains upon Outcross Pty. Ltd. to demonstrate the product is fit for purpose. Council has options to purchase a smaller number of this equipment through a quotation process at a later date.

Clarification was sought from Agriculture Victoria as to whether amounts could be varied within the agreement. The response as follows:

Recipients can utilise under-expenditure across all categories - equipment, hardware and software, structural modifications and project management - to cover any shortfalls, as long as they remain within their overall allocation

From the responses obtained, from both tenders and Agriculture Victoria, Council was in a position to finalise the tender. The responses marginally exceed their portion of the project budget, however assurances were provided via E-mail from Agriculture Victoria that there are processes that variations will be considered, and that under-expenditure in other categories of the funding agreement can also be utilised the project can be delivered within budget.

It was recommended that Council award Contract 6/18 (under delegation), and proceed on the basis of negotiation with successful contractors to implement the project in a timely manner.

Based on this advice the Mayor and CEO under delegation from Council have awarded Contract 6/18 to Aleis Pty Ltd for \$398,411.20 (incl. GST) and Outcross Company limited for \$60,858.16 (incl. GST).

Financial and Resource Implications

To meet legislative requirements the HRLE are required to implement the NLIS for sheep by 31 March 2018. External funding under phase 2 is available to fund the project.

Information to date is that the project will be fully funded, with a process for variations after works are completed, with appropriate evidence and justification.

Risk Management

To utilise the limited optimum time available for procurement and construction it is essential that the contracts be awarded with minimal delay.

Environmental and Sustainability Considerations

Implementing the NLIS for Sheep and Goats will assist in the management of Biosecurity risks.

Community Consultation and Communication

Consultation has occurred in Phase 1 of the project. Community consultation and communication will be in accordance with Council's procurement guidelines following the award of the Contract.

Legislation, Council Plan and Policy Impacts

Legislation:

Biosecurity Act 2015 (Federal).

Council Plan:

The following key elements of the 2017 – 2021 Council Plan are relevant to the Project.

Objective 1.1 An empowered and resilient community

Strategy 1.1.3 Support the community and other agencies to build resilience and preparedness in planning for emergencies.

Objective 1.4 A safe community

Strategy 1.4.1 Support and provide urban design and digital infrastructure that improved the safety of our community.

Strategy 1.4.4 Collaborate with law enforcement authorities and other agencies to support community safety programmes, crime prevention and other initiatives.

Objective 2.1 Attract, support and encourage industries that will drive economic growth throughout the Shire

Strategy 2.1.2 Support opportunities for intensification, diversification and value adding within the agricultural and primary industries sector.

3.1 Plan and provide for sustainable assets and infrastructure

3.1.3 Collaborate with the State Government and Regional agencies to ensure coordinated provision of regional infrastructure.

5.4 Deliver efficient and customer focused services

5.4.1 Maximise utilisation of digital solutions in service delivery.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council endorse the awarding the Contract 6-18 under delegation, by the Mayor and CEO for the following parts of Tender 6-18 as below:

1. Aleis Pty Ltd for Item 1 – Supply RFID Reading Equipment and Installation for \$398,411.20 (incl. GST); and
2. Outcross Pty Ltd for Item 2 – Supply Hardware and Software (including installation and Training) \$60,858.16 (incl. GST).

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Rainsford

That Council endorse the awarding the Contract 6-18 under delegation, by the Mayor and CEO for the following parts of Tender 6-18 as below:

1. Aleis Pty Ltd for Item 1 – Supply RFID Reading Equipment and Installation for \$398,411.20 (incl. GST); and
2. Outcross Pty Ltd for Item 2 – Supply Hardware and Software (including installation and Training) \$60,858.16 (incl. GST).

CARRIED

10.4 Rural Property Identification

Directorate: David Moloney, Director Shire Infrastructure
Author: David Moloney, Director Shire Infrastructure
Attachments: None

Executive Summary

At the September 2017 Ordinary Meeting, Council resolved for Officers to investigate Rural Property Identification scheme, like the one implemented in West Wimmera Shire, including options for grants that Council could apply for to implement this program.

This report details the investigations that have been undertaken and reports back to Council on the progress made by Officers.

Discussion

At the September 2017 Ordinary Meeting, Council resolved for Officers to investigate Rural Property Identification scheme, like the one implemented in West Wimmera Shire, including options for grants that Council could apply for to implement this program.

In October 2017, the Director of Shire Infrastructure met with West Wimmera Shire Officers to discuss their program and the funding options that West Wimmera considered to implement their program.

It was clear from discussion with these officers that the Rural Property Identification scheme held significant benefits in terms of emergency services being able to quickly respond to requests for assistance in rural areas where it is often confusing as to where the response is required.

In order to roll out the program West Wimmera Shire looked at the following funding options:

1. Optional participation by property owner on user pays system
2. Council funded program

The first option was ruled out as it was expected that the take up would be low and the benefits of the program would be lost.

West Wimmera Shire then estimated the cost of the program and the potential of staging of the program. The program was resolved to be staged over 2 years.

The other consideration advised by West Wimmera Shire were:

1. Occupied Residences vs all residences
2. Significant works sites with a separate access eg wool sheds
3. Renaming of roads
4. New properties
5. Future maintenance/replacement of signs

A risk based approach to the identification of either occupied residences only or the inclusion of unoccupied residents would be to only sign the occupied residences as the threat to life in an emergency is significantly lower.

With significant workplaces, they are generally places where more than one person works at the time and therefore there is generally other individual's arounds that can assist in the emergency services locating the property. Identification of these sites is not required in order

to be compliant with AS 4819: Rural and Urban Addressing. It would be logical to install signage at occupied residences and offer an optional fee for service if property owners wanted other accesses/sites identified.

With the renaming of roads, issues could arise where there is a property identification sign and the road is renamed. The cost of replacing the sign would need to be considered as part of any road renaming with consideration as to who should pay for the replacement of the property identification sign.

With new properties being built it is generally expected that the property owner will pay for identification sign to be installed.

As with all signs, these signs will need replacing in the future. If Council were to roll out the property identification signs it would need to be determined who would be responsible for maintenance and renewal of the signs.

If it is expected that the property owner will renew the sign or a new property requires a sign it is expected that Council would offer the service for a set fee to supply and install the sign.

If Council was to maintain and replace the signs then an annual budget would need to be allocated to ensure the full implementation of the program.

Estimated Cost of the Rural Property Identification

Council currently has approximately 3000 rural residences in the Shire. It was anticipated that a similar system to the West Wimmera program be rolled out. A quote was obtained to indicate the cost of the supply of the signs and the post for mounting.

Based on the quotes provided it is expected that each sign would cost between \$25-\$30 to supply and installation costs would be on top of this.

Grant Funding for Rural Property Identification

Research by staff to date has yet to find a grant program that is suitable for an application for such a program.

Legislation, Council Plan and Policy Impacts

Under the Local Government Act, 1989, Schedule 10 Section 5:

1. A Council may –
 - (a) Approve, assign or change the name of a road; and
 - (b) Erect signs on a road; and
 - (c) Approve, assign and change the number of a road and any premises next to a road; and
 - (d) Require people to number their premises and to renew those numbers.

AS/NZS 4819: Rural and Urban Addressing (2011) also provides guidance on Rural addressing. Under the AS/NZS 4819, Council must ensure the following outcomes for each new or changed rural address:

- Compliance with AS/NZS 4819: Rural and Urban Addressing
- The location of primary access point to the property is determined and referenced with respect to Vic Maps Property i.e. associated spatial component – on which the address is based.

- Property Owner or resident is advised of new official property address.
- The address assigned is adopted into Councils' property system as the definitive property address.
- The rural road number assigned to each rural property is clearly displayed by the property owner or resident at the primary access point to the property.

Implementation of a rural property identification program would be consistent with these guidelines.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the Rural Property Identification report be received by Council.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr McAdam

1. That the Rural Property Identification report be received by Council
2. That Council Officers prepare a business case for a 3 year roll out for the Rural Property Identification.

CARRIED

10.5 Review of 2017-2018 Capital Program

Directorate: David Moloney, Director Shire Infrastructure
Author: David Moloney, Director Shire Infrastructure
Attachments: None

Executive Summary

The capital program forms a significant proportion of Council's budget. In 2017-2018, over \$18M was allocated to capital works projects across the Shire. This report indicates the progress to date on the capital works program. Assessments of the capital program delivery is to the 31st December 2017, and compares actual and forecast targets.

Southern Grampians Shire Council has delivered 55 projects to date with a further 54 currently under way and with the major road works being to ramp up this is expected to increase in the next few months. There is currently 4 projects which are deferred due to various reasons.

This report is for noting by the Council.

Discussion

The capital program forms a significant proportion of Council's budget. In 2017-2018, has over \$18M allocated to capital works projects across the Shire. The works included:

- Road and Bridge Upgrades
- Footpaths
- Playgrounds
- Building Maintenance
- Art Gallery/PAC Maintenance
- Library
- Culverts
- Kerb and Channel
- Recreation Centres and Facilities
- Cox St Upgrade
- Industrial Land Project
- Landfill
- Livestock Exchange Project Stage 1 and 2

The aim of the capital program is to provide targeted funding on projects to maintain or improve Council's infrastructure, assets and services.

The review of the program is important to ensure the projects are delivered. This report looks at the progress of the 2017-2018 capital program.

After Council adopted the 2017-2018 budget, Council Officers forecast the capital program for the following criteria:

1. Forecast project start date
2. Forecast project finish date
3. Forecast expenditure

Each month staff update the progress of their projects and charts are developed to monitor the progress of the program.

Time

The 2017-2018 Budget listed 318 projects up from 253 in the previous financial year, to be delivered across the range of areas listed above. These projects range from \$2,000 to \$2.5M.

Figure 1 Projects by Directorate, indicates the allocation of projects by directorate.

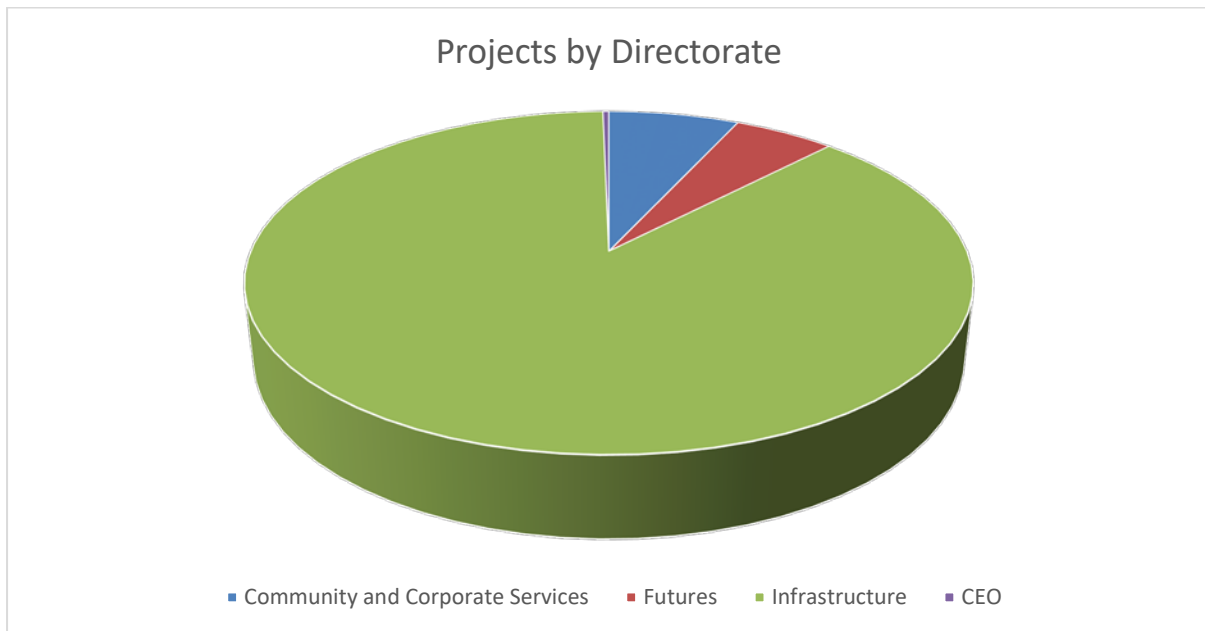


Figure 1 Projects by Directorate

Figure 2 Project Start Dates, shows a comparison between the forecast start date for projects and the actual start dates for projects.

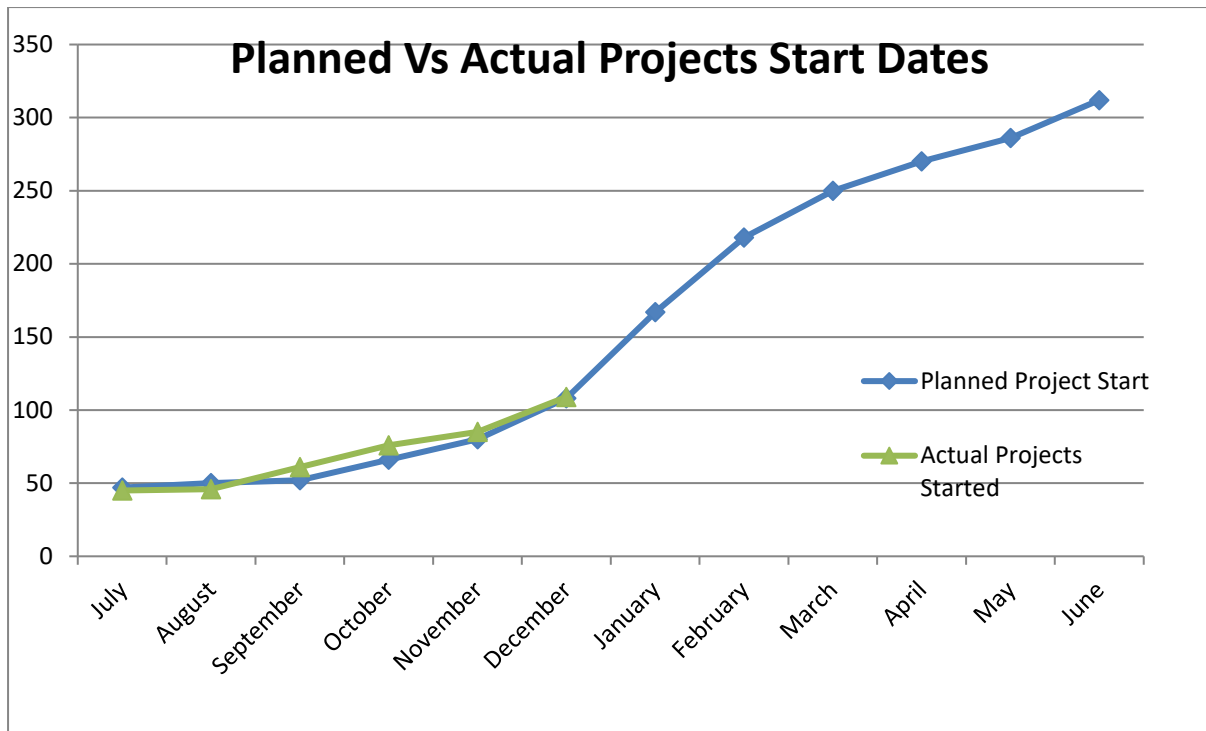


Figure 2 Project Start Dates

Figure 2 shows that Council is currently on target for projects to be started.

Figure 3 Project finish dates, show the forecast finish dates for projects against the actual finish dates. Figure 3 show the Council is currently running lightly behind on the completion of projects.

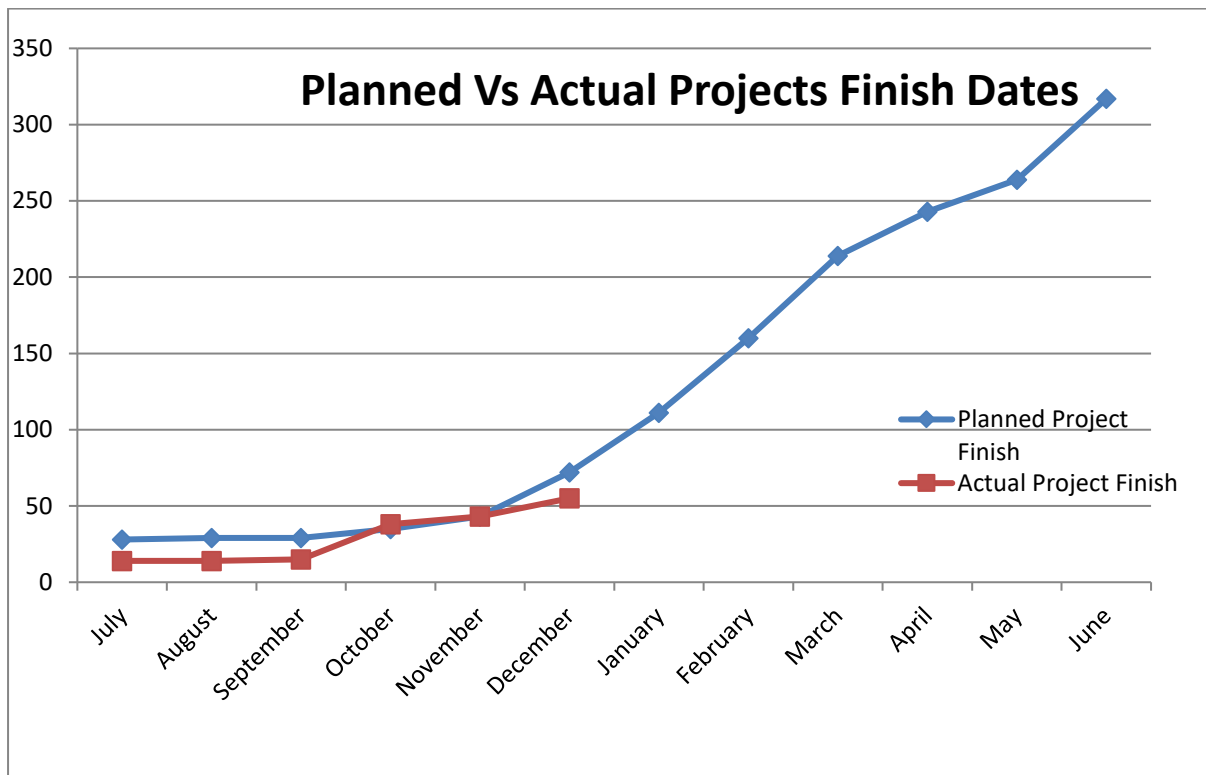


Figure 3 Project finish dates

Figure 4 Forecast Expenditure vs Actual Expenditure, shows the forecast expenditure vs the actual expenditure on projects. Figure 4 shows that expenditure is relatively low when compared to the forecast expenditure.

One explanation for this is that the lower value projects have been started instead of the higher cost projects. One such example is the road rehabilitation program started later than planned because of wet weather in the November and December months.

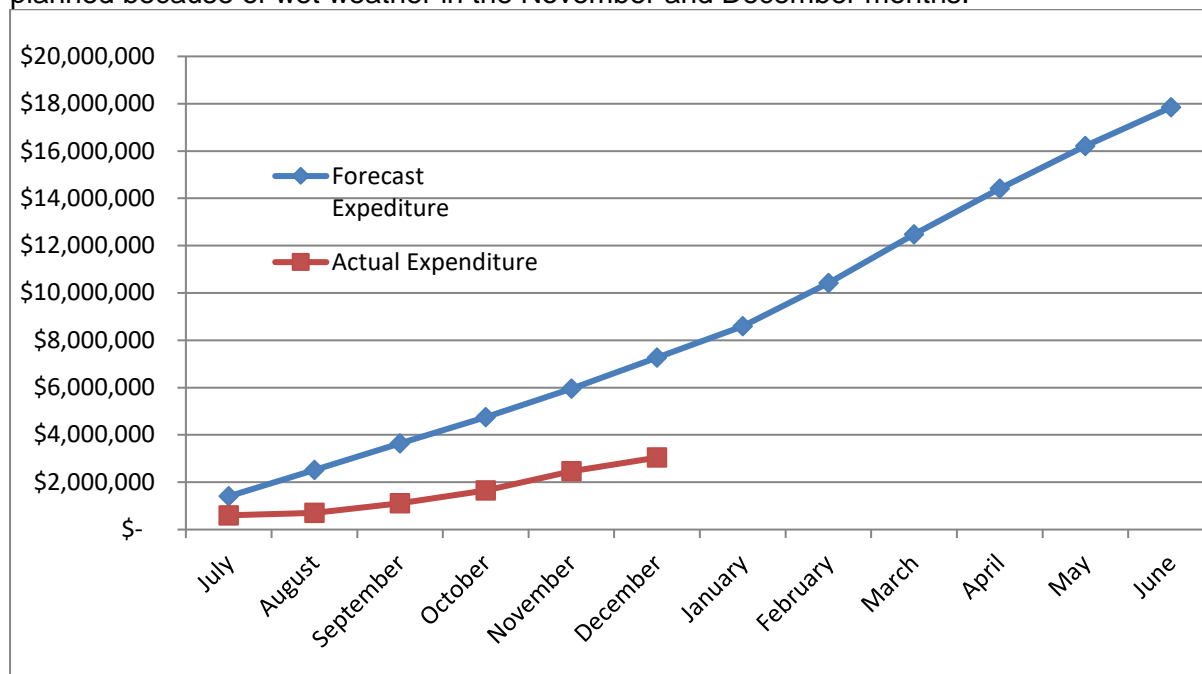


Figure 4 Forecast Expenditure vs Actual Expenditure

Legislation, Council Plan and Policy Impacts

This report assists Council in meeting its obligations under the Local Government Act 1989.

This report also relates to the:

- Southern Grampians Shire Council – 2017-2021 Council Plan and;
- 2017-2018 Southern Grampians Shire Council Budget.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this report affirm that no direct or indirect interests need to be declared in relation to any matters in this report.

RECOMMENDATION

That the review of the progress of the 2017-2018 Capital Program is received by Council.

COUNCIL RESOLUTION

MOVED: Cr Dunkley
SECONDED: Cr Sharples

That the review of the progress of the 2017-2018 Capital Program is received by Council.

CARRIED

10.6 Penshurst Windfarm Community Engagement Committee

Directorate: Michael McCarthy, Director Shire Futures
Author: Michael McCarthy, Director Shire Futures
Attachments: None

Executive Summary

This report discusses the establishment and history of the Penshurst Wind Farm Community Engagement Committee and the decision by the proponent to discontinue the project as advised in October 2017. The report recommends dissolving the Committee and writing to the community members thanking them for their valued contribution.

Discussion

The Penshurst Wind Farm Proposal Community Engagement Committee (CEC) was established in 2013 as an Advisory Committee to the Moyne Shire Council and Southern Grampians Shire Councils.

The purpose of the CEC was:

1. To provide advice on strategies to ensure an effective flow of information to the community regarding the Penshurst Wind Farm proposal.
2. To act as a conduit for information flow between councils, the project proponent, the community, and other relevant stakeholders regarding the progress of the Penshurst Wind Farm proposal.
3. To seek information from community representatives about local issues relevant to the project which require consideration.
4. The Committee was not established as a decision making group

This Committee met five times between June 2013 and July 2014. Further meetings did not occur because the Company (RES) decided to reconsider the proposal as a result of changes to the planning regulations regarding wind farms.

The Charter for the Committee states that the Committee would be in place for the "Term of the proposal".

In October 2017, RES informed members of the Committee in writing of its decision to discontinue any further development work on the proposed Penshurst Wind Farm. This advice was also provided to Moyne Shire Council, Southern Grampians Shire Council and the Victorian Department of Environment, Land, Water and Planning.

Based on this advice there is no longer the need for this Committee and the recommendation in this report is that the Committee be formally disbanded.

At its meeting of 23 January 2018, Moyne Shire Council resolved to dissolve the community engagement committee and write to the Committee's community members thanking them for the valued participation

Financial and Resource Implications

There are no financial implications.

Legislation, Council Plan and Policy Impacts

This Committee was established to achieve Council's community engagement principles.

Risk Management

There are no risks considered relevant to the recommendations.

Environmental and Sustainability Considerations

The recommendation has no environmental or sustainability considerations.

Community Consultation and Communication

The recommendation is for Council to write to the community members thanking them for their valued contribution. They have already been informed of RES's decision.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council:

1. Agrees to dissolve the Penshurst Community Engagement Committee; and
2. Writes to the community members of the Committee thanking them of their valued contribution.

COUNCIL RESOLUTION

MOVED: Cr Sharples
SECONDED: Cr Calvano

That Council:

1. Agrees to dissolve the Penshurst Windfarm Community Engagement Committee; and
2. Writes to the community members of the Committee thanking them for their valued contribution.

CARRIED

10.7 Proposed Sale of Land - Cameron Street, Coleraine

Directorate: David Moloney, Director Shire Infrastructure
Author: Tendai Mhasho, Property Officer
Attachments: None

Executive Summary

Rigby Bros Pty Ltd (Rigby Bros) approached Council to enquire with regards to purchasing a section of Cameron Street in Coleraine to allow for expansion of the Coleraine Quarry.

At its meeting in May 2016 Council resolved to deviate and discontinue the road. The Minister gave permission for the road to be deviated in August 2017.

A valuation was obtained from Opteon (Victoria) Pty Ltd for the discontinued road and for the deviated road. Negotiations have taken place for the sale of this land to the quarry owners.

At its meeting on 13 December 2017, Council resolved to give public notice under section 223 of the Local Government Act 1989 to inform the community about Council's intention to sell the land to the Rigby Bros and invite public submissions for a period of 28 days.

At the close of the public submission period on Monday 22 January 2018, there were no submissions received.

It is recommended that Council proceeds with the sale of land to the Rigby Bros Pty Ltd and authorise the Chief Executive Officer to execute all the documentation necessary for the sale and transfer of land.

Discussion

Rigby Bros has approached Council to purchase a portion of an unformed section of the road reserve off Cameron Street to enable expansion of their existing quarry in Coleraine.

Council resolved at the March 2016 meeting to give public notice of its intention to deviate Cameron Street in two parts and to discontinue the East West section of Cameron Street. A public notice of Council's intent for the road deviation and discontinuance was made through a notice placed in The Spectator on 12 August 2017 and through Council's website for a minimum of 28 days. No submissions were received from the public.

The Minister for Energy, Environment and Climate Change under Clause 2(2) of Schedule 10 of the Local Government Act 1989 gave consent for the deviation of sections of Cameron Road in Coleraine. On gazettal of the deviation, the old road alignment will cease to be road and become unencumbered Council freehold according to Section 207B (2A) of the Local Government Act 1989.

Council resolved at its December 2017 meeting to give public notice of its intention to sell the land to the Rigby Bros. A public notice of Council's intent to sell the land to the Rigby Bros was made through a notice placed in The Spectator on 16 December 2017 and through Council's website for a minimum of 28 days. No submissions were received from the public.

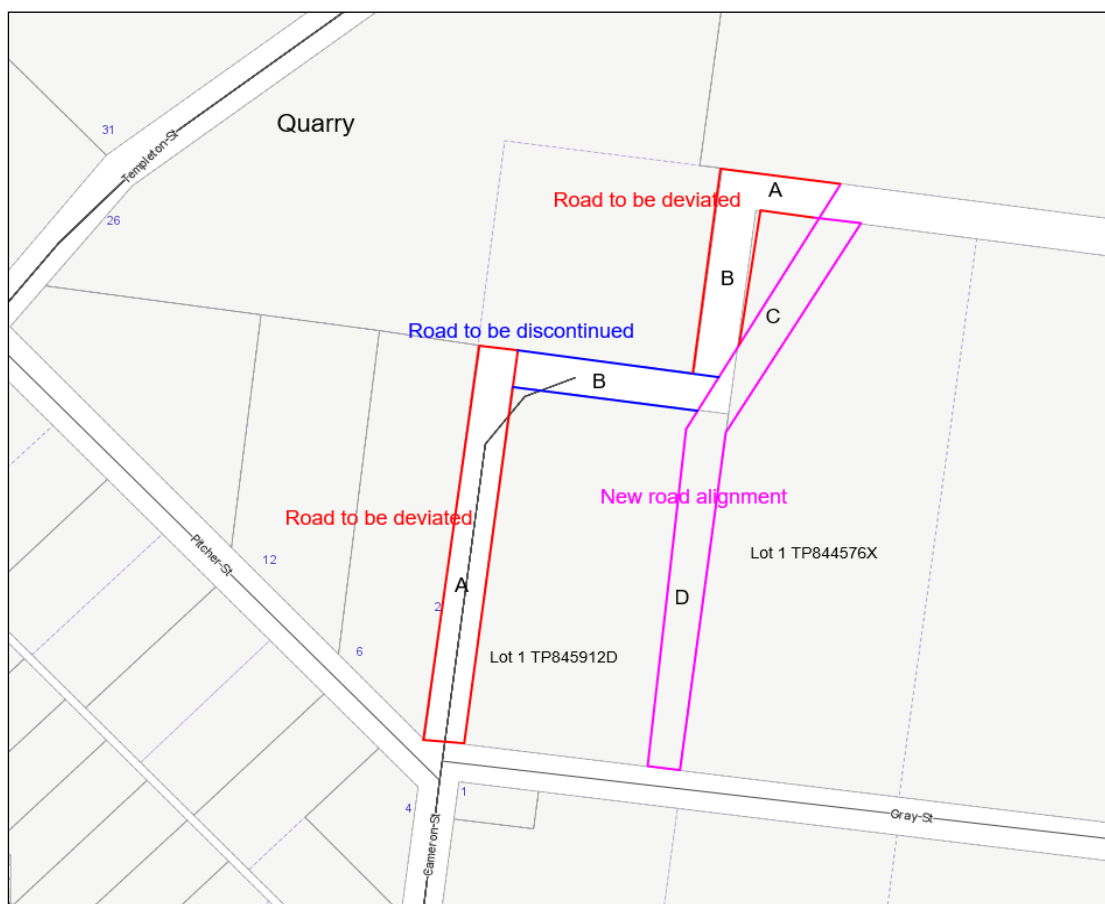
The Rigby Bros' Coleraine quarry is an established company which has been in operation since 1969. The quarry is a supplier to local companies and provides a valuable source of materials to the local economy. This proposal has a social and economic impact on the local

community. The Rigby Bros currently employs twelve local residents of Coleraine and with the expansion this number is likely to increase.

The quarry is also a supplier of high quality construction grade aggregates for uses including but not limited to road construction and repair, concrete aggregate, rock beaching, rock for erosion prevention and environmental works.

The process to complete the sale of land from the road deviations and road discontinuance is as follows:

- The road deviations and road discontinuance will be published in the Victorian Government Gazette.
- The sale of land by private treaty to the Rigby Brothers.
- The completion of the appropriate transfer of land paperwork and lodgement with the Titles office.
- The consolidation and rezoning of the land is to be applied for via a separate application to the planning department of the Southern Grampians Shire Council.



Financial and Resource Implications

The costs associated with deviating, discontinuing and selling the land will predominately be incurred by the owners of the quarry. The land to be discontinued was surveyed at the cost of the Rigby Bros and Council obtained a valuation to establish the market value of the land before selling it to the Rigby Bros. All costs of deviating and reinstating the road to the east and north/west will be borne by the quarry owners.

Legislation, Council Plan and Policy Impacts

Under Section 189 and 223 of the Local Government Act 1989, Council advertised and gave public notice of its intention to sell the land that forms the unused section of Cameron Street, Coleraine to the abutting landowner the Rigby Bros for a minimum of 28 days by a Notice published in the Hamilton Spectator on 16 December 2017. No submissions were received from the public.

Risk Management

The benefits of this to the community is that the quarry already provides employment to the locals. The proposed expansion is likely to increase the local employment and would still maintain a continuous road network that Council could develop in the future therefore, the community will not be disadvantaged from this proposed road discontinuance and road deviation.

The sale of the land from the deviations and discontinuance of the road reserve will ensure that any land is prevented from being landlocked as the surrounding land belongs to the quarry owners.

Environmental and Sustainability Considerations

The sale of the land is the first step in the expansion of the quarry. The quarry will need to undertake additional works via permits etc. which will need to be assessed in their own right and meet any requirements of each of these separate legislations.

Community Consultation and Communication

Council officers will write to Stan Rigby of the Rigby Bros and inform him of Council's decision.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council:

1. Proceeds with the sale of land to the Rigby Bros Pty Ltd; and
2. Authorise the Chief Executive Officer to execute all the documentation required necessary for the sale and transfer of land.

COUNCIL RESOLUTION

MOVED: Cr Calvano
SECONDED: Cr McAdam

That Council:

1. Proceeds with the sale of land to the Rigby Bros Pty Ltd; and
2. Authorise the Chief Executive Officer to execute all the documentation required necessary for the sale and transfer of land.

CARRIED

Cr Greg McAdam left the Chambers at 5:57pm due to a conflict of interest in item 10.8.

10.8 Tender No 49 -17 Hamilton Indoor Leisure and Aquatic Centre Roof Remediation

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Susannah Milne, Manager Community & Leisure Services
Attachments: None

Executive Summary

Tender No. 49-17 has been advertised seeking tender submissions to undertake remediation works to the Hamilton Indoor Leisure and Aquatic Centre (HILAC) roof. The project requires the Contractor to complete works to repair and replace sections of the roof as detailed in with the SMEC Engineering report and in accordance with the Council resolution on the 22 March 2017.

The tender closed on 15 December 2017 as a result the final evaluation was not completed in time for Council to resolve and award the tender within the 2017 calendar year.

In order for the project to commence early in the New Year and to minimise disruption to HILAC User Groups, Council delegated the awarding of the Contract 49/17 HILAC Roof Remediation to the Mayor and the CEO and that a report be presented to the next Ordinary Council Meeting on the 14 February 2018 for endorsement.

The Tender assessment panel has finalised its assessment of the tenders and recommends awarding Tender No 49-17 to Millers Plumbing Pty Ltd for the amount of \$528,000 GST inclusive.

Discussion

Council resolved at its June 2016 meeting to undertake short term remedial works to HILAC's roof that has resulted in reducing infiltration with the exception of high intensity of rain high over a short timeframe.

Council also resolved at this time to undertaken an options analysis of HILAC's roof to determine the longer term requirements to resolve the infiltration issues. SMEC Engineering was engaged to undertake this work and presented their findings and recommendations to Council in late January 2017.

The SMEC report found that the roof on the older buildings varied in quality and type and were found to be in a poor state and recommended that they be removed and replaced in areas and significant remedial works in the remainder. The roof in the newer areas (2005 construction) of HILAC were in a sound to fair state and with remedial work would prevent further deterioration. The works recommended within the SMEC report were estimated to cost approximately \$500,000 GST exclusive (note original budget estimate of \$421,000 was made due to an oversight within a table within the report.)

At its ordinary meeting on the 22 March 2017, Council resolved to undertake the works recommended within the report, the project was advertised previously in July 2017 but the tender process failed to attract a complying tender which met with the previous Council resolution. As a result the tender specifications were reviewed by staff in consultation with SMEC Engineering prior to the tender being readvertised as No. 49-17.

The revised tender specification and contract No. 49-17 was advertised and closed on the 15th December 2017, two (2) tender submissions were received. The evaluation of the

tendered has been based on the following criteria tender price, methodology, demonstrated experience on similar projects, occupational health and safety and environmental sustainability consideration.

The following tender submissions were received through the tender process:

1. Millers Plumbing Pty Ltd
2. RD & KE Huf

The evaluation process was extensive and referee checks were completed for both Tenderers and the result of that process is detailed in the table below.

Weightings	Yes/No					Yes/No
Tenderer	Specification Conformance	Tendered Price	Quantitative Score %	Qualitative Score %	Total Score	Successful Referee Checks
Millers Plumbing Pty Ltd	Yes	528,000.00 GST Inclusive	35	45.65	80.65	Yes
RD and KE Huf Builders	Yes	673,043.00 GST Inclusive	27.46	40.32	67.78	Yes

While both tenders received were conforming tenders, the tender panel’s evaluation showed that the tender submission from Millers Plumbing demonstrated a higher level of qualitative ability to undertake the works detailed within the specification and SMEC Report as required by Council.

Millers Plumbing demonstrated a good understanding of the works required provided clear methodology with appropriate timeframes, demonstrated systems and experience to manage risks associate with the project and have considerable experience on projects of a similar size and nature. Millers Plumbing proposed to complete the works in one financial year.

The referee checks for Millers Plumbing demonstrated that the company had the capacity, quality of workmanship and experience. Millers Plumbing tender price was within the revised budget estimate of \$500,000 GST exclusive.

Adopted procurement guidelines allows for Local Content to be considered when the evaluation process results with two or more tenders scoring within 5%, in this circumstance this provision has not been applied as the evaluation score difference is 12.87%.

It is therefore the recommendation of the Tender Evaluation Panel that the tender be awarded to Millers Plumbing for the price of \$528,000 inclusive of GST.

Financial and Resource Implications

Upon review of the SMEC Engineering report and specifications have indicated that the revised budget estimate should be \$500,000(GST exclusive); which is \$79,000 more than originally advised to Council in the officer's report on 22 March 2017.

In the 17/18 financial year Council has allocated \$191,000 with a further allocation of \$230,000 in the 18/19 financial year.

The tender submission by Millers Plumbing of \$528,000 GST Inclusive is within the estimate provided within the SMEC report.

Legislation, Council Plan and Policy Impacts

Section 186 of Local Government Act 1989 gives Council the power to enter into contacts which are linked to Council's adopted Procurement Policy and guidelines.

Council Plan 2017-2021

- 1.1 A healthy and vibrant community
 - 1.1.1 Provide appropriate, accessible and equitable Council services, facilities and activities.
 - 1.2.2 Support and encourage participation in quality arts and cultural, education, leisure, recreation and sporting opportunities.
 - 1.2.3 Partner with services and agencies to increase the health and wellbeing of our community.
 - 1.2.4 Provide, promote and support appropriate and accessible services, facilities and activities for young people.

Risk Management

For the project to commence in a timely manner and ensure the minimal disruption to User Groups and planned seasonal competition and championship tournaments it is essential that the contract be awarded with minimal delay and the project commence early 2018.

Environmental and Sustainability Considerations

All works associated with this project will be subject to environmental sustainable considerations and has been included as a part of the evaluation criteria.

Community Consultation and Communication

Community consultation and communication will be in accordance with Council's procurement guidelines following the award of the contract.

A requirement of the project is for the successful tenderer to meet regularly with staff and user group representatives throughout the project to ensure consultation and communication.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

The evaluation panel affirm that no direct or indirect interest needs to be declared in relation to any matters in this Report:

- David Moloney, Director Shire Infrastructure
- Aten Kumar, Manager Assets
- Susannah Milne, Manager Community and Leisure Services
- Durga Shuhu, Project Engineer

RECOMMENDATION

That Council endorse the awarding of Contract 49/17 under delegation, by the Mayor and CEO to Millers Plumbing Pty Ltd for the projected value of \$528,000 (Inc. GST).

COUNCIL RESOLUTION

MOVED: Cr Sharples
SECONDED: Cr Dunkley

That Council endorse the awarding of Contract 49/17 under delegation, by the Mayor and CEO to Millers Plumbing Pty Ltd for the projected value of \$528,000 (Inc. GST).

CARRIED

Cr McAdam returned to the Chambers at 6:05pm.

10.9 Financial Statements to 31 January 2018 – 2017/18 Budget

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Jason Cay, Finance Coordinator
Attachments: 4. Financial Statements – December 2017, 5. Financial Statements – January 2018

Executive Summary

The Financial Reports for the period 1 July 2017 to 31 December 2017 and 1 July 2017 to 31 January 2018 (copies attached) have been prepared to provide information regarding Council's current financial position.

The reports include an Income Statement, Balance Sheet Statement of Cash Flows and Statement of Capital Works. A narrative has also been prepared to explain variances between 2017/18 Budget and actual performance.

Discussion

The financial report includes an Income Statement, Balance Sheet, Statement of Cash Flows, Statement of Capital Work and Statement of Human Resources. A detailed narrative has also been prepared to explain variances between 2017/18 Budget and actual performance.

Income Statement (Operating Statement)

Council is forecasting an operating surplus for the 2017/18 financial year. Actual Income and Expenditure YTD is a net surplus at the end of January of \$7.36m which is on track to achieve Councils budgeted result of a \$21.85m operating surplus.

Balance Sheet

The budgeted balance sheet is understated in net equity and Property, Plant & Equipment due to the impairment of infrastructure assets which were not able to be estimated accurately at the time of setting the Budget. The impairment was due to the September 2016 Floods. All other balance sheet items are expected to be in-line to their original budgeted figures.

Statement of Cash flows

Cash balances are strong in January with \$28.36m of cash and investments held at the end of the month. This means all commitments can be met with cash, as and when required. Even with the carry forward of capital works and some unexpected expenses, Council is still forecasting a strong end of year cash position.

Statement of Capital Works

Council budgeted \$42.39m of capital works. This is a large increase on previous years to the amount of Capital works budgeted for Flood Recovery projects.

Actual expenditure to 31 January of \$4.719m has occurred (11% of the forecast amount). It is recognised that there may be variations in the level of expenditure for flood recovery activities between the 2017/18 and 2018/19 financial years.

Statement of Human Resources

The breakup between operating and capital salaries is variable for a large proportion of Council's workforce (Infrastructure Services in particular). Capital Expenditure is seasonal

due the majority of works occurring during the construction season. Overall spend was at 54% of the forecast at the end of the month.

Legislation, Council Plan and Policy Impacts

Council Plan

The financial report provides interim information on the financial progress of the achievement of the Annual Budget. Financial sustainability and compliance with our annual budget are specifically identified as strategies within the Council Plan.

Legislation

Section 138 of the Local Government Act 1989 requires that at least every three months, the CEO must ensure that a statement comparing the budgeted and actual revenue and expenditure for the financial year is presented to the Council at a Council meeting which is open to the public.

Financial reports are generally prepared following the month ends of September, December, January, February, March, April & May. The June report forms part of Council's Annual Report.

Council is also required to implement the principles of sound financial management detailed in Section 136 of the Local Government Act 1989 which states:

- 1) A Council must implement the principles of sound financial management.
- 2) The principles of sound financial management are that a Council must-
 - (a) manage financial risks faced by the Council prudently, having regard to economic circumstances;
 - (b) pursue spending and rating policies that are consistent with a reasonable degree of stability in the level of the rates burden;
 - (c) ensure that decisions are made and actions are taken having regard to their financial effects on future generations;
 - (d) ensure full, accurate and timely disclosure of financial information relating to the Council.
- 3) The risks referred to in subsection (2)(a) include risks relating to-
 - (a) the level of Council debt;
 - (b) the commercial or entrepreneurial activities of the Council;
 - (c) the management and maintenance of assets;
 - (d) the management of current and future liabilities;
 - (e) changes in the structure of the rates and charges base.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the financial reports for the period 1 July 2017 to 31 January 2018 be received.

COUNCIL RESOLUTION

MOVED: Cr Sharples

SECONDED: Cr Dunkley

That the financial reports for the period 1 July 2017 to 31 January 2018 be received.

CARRIED

11 Notices of Motion

There were no Notices of Motion listed on tonight's agenda.

12 Delegated Reports

Reports on external Committees and Representative Bodies for which Councillors have been appointed as a representative by Council.

12.1 MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE (MEMPC)

Cr McAdam reported that the MEMPC will meet shortly to discuss a number of important issues coming out the recent spate of fires in the Shire and a review of the MEMPC Plan. The relevant subcommittees are now convening just prior to the MEMPC meeting in an attempt to increase attendance and participation for those who need to travel from afar.

12.2 HAMILTON REGIONAL LIVESTOCK EXCHANGE ADVISORY COMMITTEE

Cr McAdam reported that the Hamilton Regionals Livestock Exchange Advisory Committee met on 12 February 2018 and discussed the ongoing redevelopment and approaching implementation date for the NLIS. The completion of the roof in late October 2017 was applauded and the recent resealing works have made the working conditions much better especially during the current dry periods.

13 Mayors and Councillors Reports

Address from the Mayor and Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees, advocacy on behalf of constituents and other topics of significance.

Cr Rainsford reported on her attendance at the:

- Opening of Mortlake Saleyards
- 24 January Bridge Tour
- VLGA Workshop
- D Force Ice Project Meeting - 7 February 2018
- Tarrington Community Engagement Community Meeting and Cricket Match

Cr Dunkley reported on his attendance at the:

- Tarrington Community Engagement Community Meeting – Cricket Match
- Pedrina Park Hockey Pavilion working groups and community user group
- Bridge and Culvert Tour

Cr McAdam reported on his attendance at the:

- No Cost Café morning tea on 14 December operated by a very dedicated group of volunteers.
- Mobile Black Spot Program at Nareen on 14 December
- New Year's Eve Carnival at Melville Oval and congratulated the organisers
- Australia Day celebrations on the Village Green at Cavendish
- Australia Day celebrations at the Glenthompson Football oval and presented the Community Recognition Award.
- Tri annual election meeting for the Pidgeon Ponds Recreation Reserve Committee of Management on 31 January
- Tarrington Community Engagement Community Meeting, BBQ and cricket match on 9 February.

Cr Sharples reported on his attendance at the:

- No Cost Café run by a group of special volunteers who do a fabulous job and were preparing to provide Xmas lunch for approximately 60 residents.

The Mayor, Cr Brown reported on her attendance at the:

- Australia Day celebrations in Dunkeld
- Australia Day celebrations in Hamilton
- Community Conversations at Coleraine Balmoral, Hamilton regarding the Economic Migration Pilot.

14 Confidential Matters

RECOMMENDATION

That the following items be considered in Closed Council as it deals with Contractual Matters specified in Section 89 (2) (d) of the Local Government Act 1989.

14.1 Cessation of Development Agreement – Lakes Edge Residential Development, Hamilton.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Calvano

That the following items be considered in Closed Council as it deals with Contractual Matters specified in Section 89 (2) (d) of the Local Government Act 1989.

CARRIED

15 Close of Meeting

This concludes the business of the meeting.

Meeting closed at 6:29pm.

Confirmed by resolution 14 March 2018.

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Chairman