



Southern Grampians
SHIRE COUNCIL

Council Meeting Minutes

Ordinary Meeting
27 September 2017

To be held at 5.30pm in the Council
Chambers at 5 Market Place, Hamilton

TABLE OF CONTENTS

1.	Present	3
2.	Acknowledgement of Country	3
3.	Prayer	3
4.	Apologies	3
5.	Confirmation of Minutes	4
6.	Declaration of Interest	4
7.	Questions on Notice	5
8.	Public Deputations	6
9.	Records of Assemblies of Councillors	7
10.	Management Reports	15
10.1	Chief Executive Officer – Annual Leave	15
10.2	2016/2017 Annual Report	17
10.3	Special Committees – Review of Delegations	19
10.4	Proposed Changes to 2017-2018 Budget (Bridge and Major Culverts Program) ...	25
10.5	Community Inclusion Advisory Committee	29
10.6	Draft Municipal Public Health and Wellbeing Plan	32
10.7	Audit and Risk Committee - Minutes	35
11.	Notices of Motion	36
11.1	Notice of Motion # 6/17	36
12.	Delegated Reports	38
13.	Mayors and Councillors Reports	39
14.	Confidential Matters	40
15.	Close of Meeting	41

The Meeting opened at 5.30pm

1. Present

Councillors

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

Officers

Mr Michael Tudball – Chief Executive Officer
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 Armstrong led the meeting in a prayer.

4. Apologies

Nil.

5. Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 23 August 2017 be confirmed as a correct record of business transacted.

COUNCIL RESOLUTION

MOVED: Cr Rainsford

SECONDED: Cr McAdam

That the Minutes of the Ordinary Meeting of Council held on 23 August 2017 be confirmed as a correct record of business transacted.

CARRIED

6. Declaration of Interest

None declared.

7. Questions on Notice

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

8. Public Deputations

There were no Public Deputations listed on tonight's agenda.

9. Records of Assemblies of Councillors

An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

Written records of Assemblies of Councillors must be kept and include the names of all Councillors and members of Council staff attending, the matters considered, any conflict of interest disclosures made by a Councillor attending, and whether a Councillor who has disclosed a conflict of interest leaves the assembly.

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.

An Assembly of Councillors record was kept for:

- Audit and Risk Committee – 22 August 2017
- Industry Visits – 23 August 2017
- Briefing Session – 23 August 2017
- Penshurst CFA Training Facility Briefing – 30 August 2017
- Industry Visits – 14 September 2017
- Briefing Session – 14 September 2017

This agenda was prepared on 20 September 2017. 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 Calvano

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:	Audit & Risk Committee Meeting
Date:	22 August 2017
Location:	Brown Street Conference Room
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Colin Dunkley
Council Staff in Attendance:	Michael Tudball, CEO Evelyn Arnold, Director Community and Corporate Services Belinda Johnson, Manager Finance Nadine Rhook, Executive Assistant Director Community and Corporate Services

The Assembly commenced at 2.00pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Membership	Nil
2	Welcome & Apologies	Nil
3	Conflict of Interest	Nil
4	Confirmation of Minutes	Nil
5	Matters Arising from Previous Meeting	Nil
6	Draft Financial Statements	Nil
7	Draft Performance Statement	Nil
8	Draft Local Government Performance Reporting	Nil
9	Action and Task Report	Nil
10	Other Matters	Nil

The Assembly concluded at 3.36pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Industry Visits
Date:	23 August 2017
Location:	Penshurst <ul style="list-style-type: none"> • WDHS Penshurst Campus • Botanic Gardens • Kelly's Merchandise • Gaudenzi's Wine Bar
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Colin Dunkley Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, CEO Evelyn Arnold, Director Community and Corporate Services David Moloney, Director Shire Infrastructure Michael McCarthy, Director Shire Futures Hugh Koch, Manager Economic Development and Tourism Peter Johnson, Business Development Officer Alison Quade, Strategic Communications Coordinator Jane Coshutt, Community Engagement Officer Melanie Russell, Community Engagement Officer

The Assembly commenced at 10:30am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	WDHS Penshurst Campus	
2	Penshurst Botanic Gardens	
3	Kelly's Merchandise	
4	Gaudenzi's Wine Bar	

The Assembly concluded at 1:15pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Council Briefing Session
Date:	23 August 2017
Location:	Penshurst Memorial Hall
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Colin Dunkley Cr Albert Calvano Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, CEO Evelyn Arnold, Director Community and Corporate Services David Moloney, Director Shire Infrastructure Michael McCarthy, Director Shire Futures Dale Tonkinson, Biodiversity Officer Brett Holmes, Manager Community and Corporate Services Melanie Starr, Recreation Manager Lachy Patterson, Manager Community Relations

The Assembly commenced at 1:30pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	CBD Trees	Nil
2	Emergency Services Hub	Nil
3	Gender Equity	Nil
4	IBAC	Nil
5	Swimming Pools Policy	Nil
6	Municipal Health and Wellbeing Plan	Nil
7	Sheepvention	Nil

The Assembly concluded at 5:00pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Penshurst Victorian Emergency Management Training Centre (VEMTC) Briefing
Date:	30 August 2017
Location:	Martin J Hynes Auditorium
Councillors in Attendance:	Cr Mary-Ann Brown, Mayor Cr Chris Sharples, Deputy Mayor Cr Cathy Armstrong Cr Colin Dunkley Cr Greg McAdam Cr Albert Calvano
Council Staff in Attendance:	Michael Tudball, CEO Evelyn Arnold, Director Community and Corporate Services Michael McCarthy, Director Shire Futures Lachy Patterson, Manager Community Relations Alison Quade, Strategic Communications Coordinator
CFA Personnel:	Anthony Ramsay via video link Tina Molinaro via video link Linda Grant

The Assembly commenced at 4.00pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Penshurst VEMTC briefing	Nil

The Assembly concluded at 5.06pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Industry Visits
Date:	13 September 2017
Location:	Hamilton CBD <ul style="list-style-type: none"> • The Pet Food Shop • Cheap as Chips • Trev's Bargain Emporium • All About Getting About • Little Fish Photography • Blue Malt Restaurant
Councillors in Attendance:	Cr Chris Sharples, Acting Mayor Cr Colin Dunkley Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, CEO Evelyn Arnold, Director Community and Corporate Services Peter Johnson, Business Development Officer Hugh Koch, Manager Economic Development

The Assembly commenced at 10:00am

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	The Pet Food Shop	Nil
2	Cheap as Chips	Nil
3	Trev's Bargain Emporium	Nil
4	All About Getting About	Nil
5	Little Fish Photography	Nil
6	Blue Malt Restaurant	Nil

The Assembly concluded at 12:15pm

ASSEMBLY OF COUNCILLORS



Southern Grampians
Shire Council

ASSEMBLY DETAILS	
Title:	Briefing Session
Date:	13 September 2017
Location:	Martin J Hynes Auditorium, Market Place, Hamilton
Councillors in Attendance:	Cr Chris Sharples, Acting Mayor Cr Cathy Armstrong Cr Albert Calvano Cr Colin Dunkley Cr Greg McAdam Cr Katrina Rainsford
Council Staff in Attendance:	Michael Tudball, CEO Evelyn Arnold, Director Community and Corporate Services David Moloney, Director Shire Infrastructure Michael McCarthy, Director Shire Futures Kylie McIntyre, Sustainability Coordinator Chris Huggins, Emergency Management Coordinator

The Assembly commenced at 12:30pm

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	War on Waste	Nil
2	Health and Wellbeing Plan	Nil
3	Planning Scheme Review	Nil
4	Penshurst Botanic Gardens	Nil
5	Load Limited Bridges	Nil
6	Bridge Program Changes	Nil
7	Annual Report	Nil

8	Public Safety Infrastructure Grant - CCTV	Nil
9	CBD Trees	Nil
10	Community Inclusion Advisory Committee Membership	Nil

The Assembly concluded at 6:00pm

10. Management Reports

10.1 Chief Executive Officer – Annual Leave

Directorate: Michael Tudball, Chief Executive Officer
Author: Michael Tudball, Chief Executive Officer
Attachments: None

Executive Summary

This report requests noting of the Chief Executive Officer taking annual leave in October 2017 and the appointment of Director Shire Infrastructure Mr David Moloney as the Acting Chief Executive Officer.

Discussion

It is requested that the Council note CEO annual leave for the period 23 October 2017 to 27 October 2017 inclusive.

The acting Chief Executive Officer for the period 23 October 2017 to 27 October 2017 inclusive, is recommended as David Moloney, Director Shire Infrastructure.

Financial and Resource Implications

- There are no additional cost implications as leave is budgeted and allowed for

Legislation, Council Plan and Policy Impacts

Under the Local Government Act 1989 Council must appoint a Chief Executive Officer and others in an acting capacity as and when required.

Risk Management

There are no risks involved in the approval of leave and an appropriate Director is recommended to act as the Chief Executive Officer

Environmental and Sustainability Considerations

There are no Environmental and Sustainability Considerations.

Community Consultation and Communication

Prior to the leave, Council staff will be informed via an all staff email from the Chief Executive Officer and will be noted in the staff newsletter.

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

1. That the CEO, Michael Tudball annual leave for the period 23 October 2017 to 27 October 2017 inclusive be noted.
2. That David Moloney, Director Shire Infrastructure be appointed Acting CEO for the period 23 October 2017 to 27 October 2017 inclusive.

COUNCIL RESOLUTION

MOVED: Cr Sharples
SECONDED: Cr Rainsford

1. That the CEO, Michael Tudball annual leave for the period 23 October 2017 to 27 October 2017 inclusive be noted.
2. That David Moloney, Director Shire Infrastructure be appointed Acting CEO for the period 23 October 2017 to 27 October 2017 inclusive.

CARRIED

10.2 2016/2017 Annual Report

Directorate: Michael Tudball, Chief Executive Officer
Author: Megan Kruger, Governance Coordinator
Attachments: 1. Annual Report 2016/2017

Executive Summary

In accordance with Section 134 of the Local Government Act 1989, Council is required to consider the Annual Report 2016/2017, for the year ended 30 June 2017.

Discussion

Council is required to prepare an Annual Report in respect of each financial year containing a report on its operations, audited financial statements, performance statement and any other matters required by the regulations.

The Annual Report must be submitted to the Minister within three months of end of the financial year or within any extended period approved by the Minister.

The Annual Report details the performance and achievements of Council and is intended as a point of reference for Council staff, residents and businesses of the Shire, community organisations and government departments.

The Annual Report reports on the five key strategic objectives outlined in the Council Plan 2013-2017 being:

- Leadership and Good Governance
- Foster Population and Economic Growth
- Enhance Wellbeing and Culture
- Help Communities feel Dynamic and Resilient
- Manage Environmental Security

The Annual Report provides a comprehensive overview of activities of Council for the period 1 July 2016 to 30 June 2017, including social, economic and environmental achievements in respect of a range of projects, services and assets managed. The Annual Report of Council is an important record of the activities of Council, including its financial performance over the year for which the Auditor-General has provided unqualified audit opinions on the Financial Statements and Performance Statement for the year ended 30 June 2017. The Report includes General Purpose Financial Statements, Standard Statements and the Performance Statement.

The provisions of the Local Government Act 1989 require that Council consider the Annual Report at a meeting open to the public within 30 days of the report being submitted to the Minister.

Legislation, Council Plan and Policy Impacts

In accordance with the Council Plan 2013 – 2017 in the Good Governance section, Council is obliged to meet statutory requirements in regards to reporting to the Minister for Local Government on its activities.

Council has a statutory responsibility under the Local Government Act 1989 to prepare an Annual Report in respect of each financial year containing a report on its operations, audited

financial statements, performance statement and any other matter required by the Local Government (Planning and Reporting) Regulations 2014.

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 consider the Annual Report 2016/2017 for the year ended 30 June 2017.

This Report was withdrawn by the Chief Executive Officer and was not considered by Council.

10.3 Special Committees – Review of Delegations

Directorate: Michael Tudball, Chief Executive Officer
Author: Megan Kruger, Governance Coordinator
Attachments: 2. Section 86 Committees Delegations

Executive Summary

Under the provisions of section 86 of the Local Government Act 1989 (“the Act”) Council has the ability to appoint Special Committees for a variety of purposes and to delegate its functions, duties or powers to those Committees.

Council has appointed ten Special Committees which manage the operation of a variety of halls, reserves and swimming pools.

A requirement of the Act is that Council review the Delegations to such Committees within twelve months after a general election.

The Act also requires that members of Special Committees lodge returns of interest on the same basis as Councillors and senior officers, unless Council resolves to exempt them from submitting returns in accordance with Section 81(2A) of the Act.

It is recommended that the Special Committees Delegations remain unchanged, other than the Delegation for the Dunkeld Swimming Pool which it is recommended to revoke; and that members of Special Committees be exempt from lodging returns of interest.

Discussion

Council currently has the following Special Committees appointed under the provisions of section 86 of the Act:

Committee Name	Instrument of Delegation Issued
Carapook Hall	9/10/2013
Coleraine Mechanics Institute	9/10/2013
Konongwotong Hall	9/10/2013
Nareen Hall	9/10/2013
Coleraine Tourist & Exhibition Centre	9/10/2013
Coleraine Sporting Ground (formerly Silvester Oval)	9/10/2013
Dunkeld Swimming Pool	9/10/2013
Balmoral Swimming Pool	9/10/2013
Cavendish Soldiers Memorial Hall	9/10/2013
Vasey Recreation Reserve	9/10/2013

A copy of the Instrument of Delegation to each of the Committees is attached to this Report.

In general terms, the instruments delegate to the Committees the power to undertake such functions as are necessary for the management and operation of the facility with some specific restrictions outlined.

It is not proposed that the Delegations be changed at present. However, it is recommended that the Delegation for the Dunkeld Swimming Pool Committee be revoked as this Committee has not been operating for several years.

The State Government is currently undertaking a review of the Act. Part of this review is proposing to create a new category of committees to manage halls and reserves as the reporting and governance requirements in relation to Special Committees is very onerous and very difficult for community groups to comply with.

Current meetings are required to be open to the public, public notice of meetings must be given, detailed minutes must be kept and available for public inspection, and members must disclose a conflict of interest and leave the meeting when the matter is considered. Committees are also required to provide Council with their financial documents on an annual basis.

Due to this proposal Council staff will be conducting a review of the Special Committees, and consulting with those Committees about the best way to manage these Council facilities in the future. This consultation has not yet taken place, and will commence shortly. It is anticipated a further Report will be presented to Council following this review in early 2018.

Section 81 of the Local Government Act requires that Councillors, nominated officers (generally senior officers) and members of Special Committees (often referred to as section 86 Committees) must submit return of interest. These returns disclose details of property ownership, financial interest in companies, details of any office bearing position in companies and any other substantial interest (whether financial or not) that may cause a material conflict in the performance of the person's respective role.

Council originally resolved in 1995 to exempt members of Special Committees from submitting returns of interest, noting at the time that the levels of financial activity undertaken by these committees are not significant. It was also noted that it is often difficult to recruit committee members which can be exacerbated by the requirement to disclose their own personal financial circumstances.

This exemption was reviewed and Council resolved to confirm it in August 2012 after it was established that a review, which is required to be undertaken within 12 months of an election, had not been made since 1995.

It is proposed that Council again resolve to continue the exemption.

Financial and Resource Implications

Special Committees are appointed to manage local facilities. The involvement of the local community in the operation of such facilities often assists in ensuring that community requirements and expectations are met and can enhance the social aspects that such facilities represent.

Each of the Committees collects its own revenue which it utilises for operational activities. The amounts are nominal and the financial statements for each are audited and form part of Council's financial statements. Council staff provide assistance in this process. Requirements of a capital nature are reference to Council's budget process.

Legislation, Council Plan and Policy Impacts

Section 86 of the Act provides Council with the ability to appoint Special Committees for a variety of purposes and to delegate its functions, duties or powers to those Committees. The Act also requires that Council review these delegations within 12 months of a general election.

Section 81(2A) of the Act allows Council's to exempt members of Special Committees, who are not Councillors, from providing returns of interest.

Council Plan Theme 1 – Support Our Community

Objective 1.2 – A healthy and vibrant community

Council Plan Theme 5 – Provide Governance and Leadership

Objective 5.1 – Provide transparent and responsible governance

Risk Management

Organisational risk implications are the potential for persons who may be interested in becoming audit or special committee members being discouraged from applying because their personal financial details are divulged.

Environmental and Sustainability Considerations

Not applicable.

Community Consultation and Communication

The formation of a Special Committee is itself a process of community engagement as is the ongoing relationship and liaison with the Committee. Committees often include representation from the various user groups associated with facilities and provide a means of direct involvement in the operation of community facilities.

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

1. That the Instruments of Delegation for each of the following Special Committees:
 - Carapook Hall
 - Coleraine Mechanics Institute
 - Konongwotong Hall
 - Nareen Hall
 - Coleraine Tourist & Exhibition Centre
 - Coleraine Sporting Ground
 - Balmoral Swimming Pool
 - Cavendish Soldiers Memorial Hall
 - Vasey Recreation Reservebe renewed in their current form and be effective from the date of this meeting.
2. That the Instrument of Delegation for the Dunkeld Swimming Pool Committee be revoked.
3. That in accordance with section 81(2A) of the Local Government Act 1989 Council exempt members of Special Committees who are not Councillors or Nominated Officers from the requirement to lodge primary or ordinary returns of interest.

MOTION

MOVED: Cr Dunkley
SECONDED: Cr Sharples

1. That the Instruments of Delegation for each of the following Special Committees:
 - Carapook Hall
 - Coleraine Mechanics Institute
 - Konongwotong Hall
 - Nareen Hall
 - Coleraine Tourist & Exhibition Centre
 - Coleraine Sporting Ground
 - Balmoral Swimming Pool
 - Cavendish Soldiers Memorial Hall
 - Vasey Recreation Reservebe renewed in their current form and be effective from the date of this meeting.
2. That the Instrument of Delegation for the Dunkeld Swimming Pool Committee be revoked.
3. That in accordance with section 81(2A) of the Local Government Act 1989 Council exempt members of Special Committees who are not Councillors or Nominated Officers from the requirement to lodge primary or ordinary returns of interest.

AMENDMENT

MOVED: Cr Calvano

1. That the Instruments of Delegation for each of the following Special Committees:
 - Carapook Hall
 - Coleraine Mechanics Institute
 - Konongwotong Hall
 - Nareen Hall
 - Coleraine Tourist & Exhibition Centre
 - Coleraine Sporting Ground
 - Balmoral Swimming Pool
 - Cavendish Soldiers Memorial Hall
 - Vasey Recreation Reservebe renewed in their current form and be effective from the date of this meeting.
2. That the Instrument of Delegation for the Dunkeld Swimming Pool Committee be revoked.
3. That in accordance with section 81(2A) of the Local Government Act 1989 Council exempt members of Special Committees who are not Councillors or Nominated Officers from the requirement to lodge primary or ordinary returns of interest.
4. That the updating of the Instruments of Delegation be published on Councils Notice Board.

The AMENDMENT was included in the original MOTION as an ALTERATION

COUNCIL RESOLUTION

MOVED: Cr Dunkley
SECONDED: Cr Sharples

1. That the Instruments of Delegation for each of the following Special Committees:
 - Carapook Hall
 - Coleraine Mechanics Institute
 - Konongwotong Hall
 - Nareen Hall
 - Coleraine Tourist & Exhibition Centre
 - Coleraine Sporting Ground
 - Balmoral Swimming Pool
 - Cavendish Soldiers Memorial Hall
 - Vasey Recreation Reservebe renewed in their current form and be effective from the date of this meeting.
2. That the Instrument of Delegation for the Dunkeld Swimming Pool Committee be revoked.

- 3. That in accordance with section 81(2A) of the Local Government Act 1989 Council exempt members of Special Committees who are not Councillors or Nominated Officers from the requirement to lodge primary or ordinary returns of interest.**
- 4. That the updating of the Instruments of Delegation be published on Councils Notice Board.**

CARRIED

10.4 Proposed Changes to 2017-2018 Budget (Bridge and Major Culverts Program)

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

Executive Summary

In August 2017, Council received 5 detailed bridge and major culvert reports which indicated these bridges and major culverts required some immediate actions to be undertaken. These immediate actions included the closing of one asset and applying load limits to 4 others. The load limits and closure of these assets has an impact on farming operations and the efficiency of those businesses in ingressing and egressing their properties.

This reports looks at the reprioritisation of the current bridge and major culvert renewal program to ensure the correct priority assets are being repaired. It explains the options available to Council and recommends changes to the existing allocation of bridge and major culvert projects in the 2017-2018 budget.

Discussion

Council through the Assets department undertakes regular routine bridge inspections in accordance with the Road Management Plan. There are three levels of inspections undertaken on these assets. Level 1 and 2 are undertaken on a regular basis with Level 3 Specialised inspections undertaken on recommendations from Level 2 inspections or when serious concerns are identified by Engineering staff.

Council has recently undertaken a program of Level 3 – Specialised Bridge Inspections so the following bridges and major culverts with recommendations for the following actions:

- Louth Swamp Road, Byaduk “Whites Bridge” crossing Weerangourt Creek
- Louden Youngs Road, Hamilton, Violet Creek
- Nareen Road crossing Sugarloaf Creek, Nareen
- Loats Road, Murphy Creek, Yulecart
- Byaduk-Ardoon Road, Lyne Creek, Byaduk

The inspection reports recommended the Closure of Louden Youngs Road, 10T Load Limit on Nareen Road and 6T load limits on all the remaining bridges. Council’s Asset and Works departments immediately actioned the reports and all the above recommendations have been implemented and are currently in place.

Except for the closed bridge, all residents in light vehicles can still maintain access to their residences and properties as they normally would. The placement of load limits on these assets though does have a significant impact on farming operations which use these assets for access to their farms to deliver fodder and grains to stock and to transport stock and crops to markets.

Council has a current bridge and major culvert program for \$520,000 which was approved in the current budget for the following bridges and major culverts:

- Byaduk-Ardoon – Design and Construction \$300,000
- Lower Hilgay Road Culvert – \$120,000
- Red Rock Creek – Glenisla – \$100,000 5T Load Limit

Councils Asset department has assessed all the bridges and has reprioritised the bridge and major culvert program as follows:

1. Byaduk-Aradoon – Design and Construction \$300,000 (New Bridge)
2. Lower Hilgay Road – \$120,000 (Replace Culverts)
3. Louden Young – \$60,000 (Replace Culverts)
4. Loats Road – \$50,000 (Replace Culvert)
5. Louth Swamp – \$70,000 (Replace Deck)
6. Red Rock Creek – Glenisla – \$100,000 (Replace Culverts)
7. Nareen Road – \$400,000 (New Bridge)

There are several options that Council could consider in regards to this program. These are:

1. Reallocate the bridge and major culvert program in accordance with the new priority list above and within the existing budget allocation of \$520,000.
2. Borrow additional funds to complete all 7 projects.
3. As per Option 1 with a commitment to renew the remaining assets in the next budget cycle i.e. within the 2018-2019 budget.
4. Cancel other projects within the 2017-2018 budget, to the quantum required to deliver additional bridges or culverts or all of the identified projects.

Option 1 Reallocate the bridge and major culvert program in accordance with the new priority list above and within the existing budget allocation of \$520,000.

Option 1 allows Council to continue to repair the highest priority assets but maintain the budget integrity. If option 1 was the preferred option this would mean the top 4 priority assets would be able to be repaired in the current budget, with no commitment going forward for the remaining priorities. It is highly likely that the unfunded projects would be put forward by the Infrastructure department for funding in the next budget cycle. This option will also mean that the load limits on some of the assets will be in place until they are funded for repair.

Option 2 Borrow additional funds to complete all 7 projects

Each year Council has the option to borrow funds to undertake works. Council's Policy on borrowings states that Council will only borrow for intergenerational assets or assets that will generate income for Council. Bridges and major culverts are intergenerational assets and therefore fit under this policy. Council currently has a low level of borrowings and as such has the capacity to borrow for these assets. If borrowings were to be required Council would need to apply to the State Government for an increase in this year's borrowings.

Option 3 As per Option 1 with a commitment to renew the remaining assets in the next budget cycle i.e. within the 2018-2019 budget.

This option is as per Option 1 but Council will pre commitment to undertaking these projects in the 2018-2019 budget. This means the projects will automatically be included in next budget without consideration of changes in priorities or broader Council budget constraints. This option will put a finite time on the limits imposed on the assets not being repaired in this budget.

Option 4 Cancel other projects within the 2017-2018 budget, to the quantum required to deliver additional bridges or culverts or all of the identified projects.

This option would still enable the top 4 priority projects to get underway while Officers investigate and recommend other projects in the budget that would need to be cut in order for Council to fund the works above. A report would need to be returned Council. This would mean that other project previously approved by Council would no longer be funded and

therefore not delivered and would need to go through the budget cycle again for funding in future years.

It is recommended that Council adopt Option 1 Reallocate the bridge and major culvert program in accordance with the new priority and within the existing budget allocation of \$520,000.

Legislation, Council Plan and Policy Impacts

There are several relevant Acts and policies that relevant to this report. These are:

- Local Government Act 1989
- Road Management Act 2004

The Council policies that are relevant to this report are:

- Road Management Plan
- Risk Mitigation Policy
- Services and Asset Management Policy
- Borrowing Policy

This report is also consistent with the Southern Grampians Council Plan 2017-2021 and in particular:

- 4.2 Plan, advocate and provide for safe and well maintained transport routes and infrastructure

Risk Management

There are several risks associated with report. With load limits in place there would be expected to be some community concern from residents and in particular property owners that use these assets for farming activities. By having a load limit in place these properties are incurring additional costs to their business and will therefore be likely to be concerned over any delays to repairs. This risk can only be eliminated if Council commit to undertaking renewal of the 7 projects. If all projects are not to funded then Council, can write to those affected advising of the outcome and the process going forward.

There is a risk that overloaded vehicles will use these assets illegally. This could result in the failure of the bridge and a cause a serious accident. In order to address this issue Council could request the Police enforce the load limits from time to time to ensure compliance with the Load limits

By having the load limits in place this will restrict access to emergency vehicles in particular the CFA causing their vehicles to travel long distances to respond to incidents. Council will work with the CFA and our bridge inspector to ascertain if there are any of these assets that can be used in an emergency and if not ensure the CFA are aware of the limits and have alternate routes planned.

Environmental and Sustainability Considerations

As with all bridge and culvert works Council will need to ensure that they comply with all its obligations in regards to environmental legislation.

Community Consultation and Communication

Depending on the option chosen by Council, Officers will write to affected residents in the immediate area advising of the decision of Council and the way forward with the remainder of the bridges and culverts.

Council will also discuss the implications of any extended periods of load limits with the CFA and other Emergency Services through the Municipal Emergency Management Planning Committee (MEMPC) and with the CFA directly.

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 reallocate the bridge and major culvert program in accordance with the new priority list and within the existing budget allocation of \$520,000.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Calvano

1. That the Southern Grampians Shire Council plan and proceed with repairing all the bridges and culverts (in the list) to a safe standard so as to remove the load limits.
2. After reviewing the budget in February next year, review the works program and consider borrowing additional funds.
3. Inspect bridges and do a road trip to review the impact of the load limits on residents and producers.

CARRIED

A division was called

DIVISION	
FOR	AGAINST
Cr Brown Cr Calvano Cr McAdam Cr Rainsford Cr Sharples	Cr Dunkley

10.5 Community Inclusion Advisory Committee

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Lachy Patterson, Manager Community Relations
Attachments: None.

Executive Summary

The Community Inclusion Advisory Committee provides advice and advocates to Council and our partners (such as service organisations, other Government Agencies and groups) on disability issues. In accordance with the terms of reference the membership of the committee requires review. This report presents the list of nominations for the next term of the committee for endorsement by Council.

Discussion

Council's Community Inclusion (Disability Action) Plan 2017-2021 was adopted by Council in June 2017. The Plan provides a four year action plan to improve access and inclusion for all. It promotes partnerships and networks, highlights local issues, involves all areas of Council and relevant local organisations and describes the links to other plans and strategies.

The existing Terms of Reference (2017) for the Community Inclusion Advisory Committee state:

"The Community Inclusion Committee as an Advisory Committee to Council shall provide advice to Council on matters relating to access and inclusion including:

- Ensuring that access and inclusion are guiding principles for Council business;
- The development of the Disability Action Plan and the Municipal Health and Wellbeing Plan; and
- The identification and promotion of awareness of access and inclusion issues in the community.

Members are appointed by Council. Nominations shall be invited from relevant organisations and groups. Council will select and appoint members to the Community Inclusion Advisory Committee. The term of appointment shall be for the term of the Community Inclusion Plan. Members may seek reappointment. Delegates will comprise of up to twelve (12) community representatives."

The following nominations for membership on the Committee have been received;

- Representatives from local disability service providers
 - Lynne Millard (STAY residential Services)
 - Barb Harnden (Mulleraterong Centre)
 - Erica Smith (Deaf Access)
- Local community advocates
 - Debra King (Hamilton Community House)
 - Belinda Carroll (WDEA)
- Service consumers/recipients and/ or carers
 - Christine Elliot
 - Karryn Grigg

Financial and Resource Implications

Physical access improvements can incur a financial cost. However the Community Inclusion Advisory Committee can assist with identifying and prioritising actions that can then be planned for in accordance with Council's budgeting processes.

Legislation, Council Plan and Policy Impacts

Section 38 of the Disability Act 2006 makes it a legal requirement for public sector bodies to develop Disability Action Plans.

The Community Inclusion (Disability Action) Plan aligns and supports many strategies in the Council Plan 2017-21, in particular:

Strategy 1.1.2: Provide opportunities for increased community engagement and participation in Council decision making process.

Strategy 1.2.2: Support and encourage participation in quality arts and cultural, education, leisure, recreation and sporting opportunities.

Strategy 1.2.3: Partner with services and agencies to increase the health and wellbeing of our community.

Strategy 1.2.4: Provide, promote and support appropriate and accessible services, facilities and activities for young people.

Strategy 1.4.2: Be a leader in the community in the promotion of equity and protection of human rights.

Strategy 2.3.2: Support the attraction and retention of a skilled workforce.

Strategy 3.1.4: Develop the Shire's facilities, programs and services to increase usage.

Strategy 3.2.3: Provide infrastructure that supports and active community.

Strategy 3.4.1: Ensure appropriate social infrastructure is provided to support all families and communities across the Shire.

Strategy 3.4.3: Ensure Council's planning and building processes support infrastructure that is inclusive, accessible and equitable.

Strategy 5.2.1: Advocate for priority community projects, programs and initiatives.

Strategy 5.3.1: Embed and organisational culture that values workplace health, safety and wellbeing.

Risk Management

The plan provides a framework to meet the legislative requirement to prepare a Disability Action Plan (Section 38 of the *Disability Act 2006*).

The overarching aim of the Plan, and subsequently the CIAC, is that people with disability are able to access services and facilities and participate fully in community life, therefore reducing associated risk to community members and applicable organisations.

Environmental and Sustainability Considerations

None.

Community Consultation and Communication

An advertisement was placed in the Council section in 'The Spectator' notifying the community that Council was calling for expressions of interest for the Community Inclusion Advisory Committee. Expression of interest details were made available on the Council website and were also sent to local networks, and key stakeholders. In addition, an information session for prospective members was held at the Southern Grampians Adult Education Centre. In

accordance with the existing terms of reference the current Community Inclusion Advisory Committee members were also encouraged to reapply.

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 appointment of following listed nominees as members of the Community Inclusion Advisory Committee for the term of 4 years concluding on 30 June:

- Representatives from local disability service providers
 - Lynne Millard (STAY residential Services)
 - Barb Harnden (Mulleraterong Centre)
 - Erica Smith (Deaf Access)
- Local community advocates
 - Debra King (Hamilton Community House)
 - Belinda Carroll (WDEA)
- Service consumers/recipients and/ or carers
 - Christine Elliot
 - Karryn Grigg

COUNCIL RESOLUTION

MOVED: Cr Sharples
SECONDED: Cr Armstrong

That Council endorse the appointment of following listed nominees as members of the Community Inclusion Advisory Committee for the term of 4 years concluding on 30 June:

- Representatives from local disability service providers
 - Lynne Millard (STAY residential Services)
 - Barb Harnden (Mulleraterong Centre)
 - Erica Smith (Deaf Access)
 - Judi Mutsaers (South West Sport)
- Local community advocates
 - Debra King (Hamilton Community House)
 - Belinda Carroll (WDEA)
- Service consumers/recipients and/ or carers
 - Christine Elliot
 - Karryn Grigg

CARRIED

10.6 Draft Municipal Public Health and Wellbeing Plan

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Evelyn Arnold, Director Community and Corporate Services
Attachments: 3. Municipal Public Health and Wellbeing Plan 2017 - 2021

Executive Summary

Council has prepared its draft Southern Grampians Health and Wellbeing Plan (SGHWP) 2017-21 and invites comments from the community and stakeholders. The draft Plan sets out values, priorities and key strategies to be undertaken for the next four years. The development of the draft Health and Wellbeing Plan 2017-17 has been informed by local, state and national data and policies, community needs and community priorities.

Discussion

The Public Health and Wellbeing Act 2008 requires every council to have a Municipal Public Health and Wellbeing Plan (MPHWP) outlining a plan for action to enable people living in the municipal district to achieve maximum health and wellbeing.

The Plan must be prepared within 12 months of council elections,

- examine data about local health status and health determinants,
- identify strategies based on evidence for creating maximum health and wellbeing,
- involve local community in the development and evaluation of the Plan,
- specify how Council will work with the Department of Health and other agencies,
- be consistent with the Council Plan and Municipal Strategic Statement,
- specify measures to prevent family violence and respond to the needs of victims of family violence in the local community,
- have regard to the Victorian Health and Wellbeing Plan, and
- consider the impact of climate change on our communities.

The MPHWP is a tool to bring stakeholders together who share a common goal of creating a community in which people achieve maximum health and wellbeing. In doing so it considers innovative, efficient and inter-sectoral approaches to provide the primary population health and wellbeing plan for the catchment

Consultation has informed the development of this plan and involved a range of stakeholders and consultation processes. Community consultation which occurred in the course of the development of Council's Community Inclusion Plan has also helped inform this plan.

The draft SGHWP will be made available to key stakeholders and the community for comment from 28 September to Friday 13 October 2017.

Financial and Resource Implications

During the development of the 17/18 Annual Budget financial resources were allocated to assist in the implementation of any health and wellbeing actions arising from this plan.

Legislation, Council Plan and Policy Impacts

Each local government authority is required to prepare a Municipal Public Health and Wellbeing Plan outlining a plan for action to enable people living in the municipal district to achieve maximum wellbeing. The plan is required according to the Public Health and

Wellbeing Act 2008 (effective from 1 January 2010) and is required to be reviewed every annually, with a major review every four years, in line with local government election cycles.

The Southern Grampians Health and Wellbeing Plan aligns and supports many strategies in the Council Plan 2017-21, in particular:

Strategy 1.1.2: Provide opportunities for increased community engagement and participation in Council decision making process.

Strategy 1.2.2: Support and encourage participation in quality arts and cultural, education, leisure, recreation and sporting opportunities.

Strategy 1.2.3: Partner with services and agencies to increase the health and wellbeing of our community.

Strategy 1.2.4: Provide, promote and support appropriate and accessible services, facilities and activities for young people.

Strategy 1.4.2: Be a leader in the community in the promotion of equity and protection of human rights.

Strategy 2.3.2: Support the attraction and retention of a skilled workforce.

Strategy 3.1.4: Develop the Shire's facilities, programs and services to increase usage.

Strategy 3.2.3: Provide infrastructure that supports and active community.

Strategy 3.4.1: Ensure appropriate social infrastructure is provided to support all families and communities across the Shire.

Strategy 3.4.3: Ensure Council's planning and building processes support infrastructure that is inclusive, accessible and equitable.

Strategy 5.2.1: Advocate for priority community projects, programs and initiatives.

Strategy 5.3.1: Embed and organisational culture that values workplace health, safety and wellbeing.

Risk Management

A number of the strategies outlined in the SGHWP are to be delivered in partnership with a range of agencies. In some cases Council is the Lead Agency whilst with other strategies Council is an Advocate or a Partner.

Environmental and Sustainability Considerations

None.

Community Consultation and Communication

A series of workshops was held involving key stakeholders, council staff and agencies from the Southern Grampians Shire and the wider region. The resulting analysis forms the foundation for the draft plan.

An advertisement will be placed in the Council section in 'The Spectator' notifying the community that the draft Plan is available for Public Comment. A copy of the Plan will be made available for perusal at Council's Brown Street Business Centre and the Greater Hamilton Library as well as being available to download from the Council Website. Key stakeholders will be sent a copy of the draft Plan.

Once adopted by Council the 2017-2021 SGHWP will be made available to key stakeholders and the document will also be able to be accessed via Council's website. As per legislative requirement a copy of the plan will be sent to the Department of Health.

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. Endorse and release the draft Southern Grampians Health and Wellbeing Plan for public comment:
2. Consider the adoption of the Southern Grampians Health and Wellbeing Plan 2017-21 at the Ordinary Meeting on 25 October 2017.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Sharples

That Council:

1. **Endorse and release the draft Southern Grampians Health and Wellbeing Plan for public comment.**
2. **Consider the adoption of the Southern Grampians Health and Wellbeing Plan 2017-21 at the Ordinary Meeting on 25 October 2017.**

CARRIED

10.7 Audit and Risk Committee - Minutes

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Evelyn Arnold – Director Community & Corporate Services
Attachments: 4. Minutes – 22/08/17

Executive Summary

The Minutes from the August meeting as endorsed by the Audit and Risk Committee (ARC) are presented to Council for adoption.

Discussion

The Audit and Risk Committee (ARC), as an Advisory Committee of Council, fulfils both a statutory and consultative function. It provides feedback, advice and direction to Council. The intention is not to focus on financial risk, which is adequately addressed by the external auditors, but rather to review internal processes in line with the culture of continuous improvement.

Legislation, Council Plan and Policy Impacts

The Local Government Act 1989 section 139.

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 Minutes for the Audit and Risk Committee Meeting held on 22 August 2017 be noted.

COUNCIL RESOLUTION

MOVED: Cr Rainsford
SECONDED: Cr Dunkley

That the Minutes for the Audit and Risk Committee Meeting held on 22 August 2017 be noted.

CARRIED

11. Notices of Motion

11.1 Notice of Motion # 6/17

Cr McAdam

I hereby give notice of my intention to move the following motion at the Ordinary Council Meeting to be held on 27 September 2017

MOTION

That Southern Grampians shire investigate a source of funding to create a system of rural property identification, as is currently in use in the Shire of West Wimmera.

Background

The ability of Ambulance Victoria to quickly identify and locate some rural address's at the moment leaves considerable room for improvement, as has been demonstrated at a property north of Cavendish more than once during the last few years. The system used by West Wimmera shire has proved to be very successful in removing uncertainty associated with road numbers, especially where roads have the same name running through a number of different localities, and are many kilometres long.

The system in question uses a small plaque at the gate of each rural property where there is a residence, giving details of the actual physical address [as pictured below]. The approximate cost is between \$30 and \$40 per plaque.

I am convinced that we should investigate a source of funding for this important project, before the life of one of our ratepayers or residents is lost because an Ambulance, Police or Fire Brigade couldn't quickly locate their property.

This system works well where it has been implemented, and I believe we have an obligation to our communities to look into its establishment within the rural areas of our shire.



Officers Comments

Discussion with West Wimmera Shire Council is that this program was rolled out incrementally over several years and funded solely by Council as they were unable to find any grant funding opportunities.

The numbering system was only applied to properties in rural areas with houses, other properties were excluded. The intent was that Council would fund the supply and installation of the property numbering and the property owners were responsible for the maintenance and replacement of the sign.

The numbering system would need to be checked against the Lands Victoria register to ensure that it complies with the emergency services numbering system to avoid creating further confusion in the event of an emergency.

The Officer from West Wimmera Shire was unable to provide us with the cost of the service to Council within the time frame required for this report.

COUNCIL RESOLUTION

MOVED: Cr McAdam
SECONDED: Cr Rainsford

That Southern Grampians shire investigate a source of funding to create a system of rural property identification, as is currently in use in the Shire of West Wimmera.

CARRIED

12. Delegated Reports

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

12.1 ALLIANCE FOR COUNCIL'S RAIL FREIGHT DEVELOPMENT

Cr Rainsford reported on her attendance at the Alliance for Council's Rail Freight Development meeting on 14 September 2017.

12.2 HAMILTON REGIONAL LIVESTOCK EXCHANGE ADVISORY COMMITTEE

Cr McAdam reported on the trials of the electronic ID tag system at the Hamilton Regional Livestock Exchange meeting in September 2017.

12.3 MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

Cr McAdam reported on his attendance at the Municipal Emergency Management Planning Committee meeting on 26 September 2017.

12.4 BARWON SOUTH WEST LOCAL GOVERNMENT WASTE FORUM

Cr Rainsford reported on her attendance at the Barwon South West Local Government Waste Forum meeting on 7 September 2017.

12.5 MAV REGIONAL FORUM

The Mayor, Cr Brown, reported on her attendance at the MAV Regional Forum on 27 September 2017.

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 Dunkley reported on his attendance at the following events:

- MAV Review of the Local Government Act 1989 on 30 August 2017
- Crazy Ideas College
- Opening of the season for the Hamilton Croquet Club
- Planning Scheme Review Meeting

Cr Calvano reported on his attendance at the following events:

- MAV Review of the Local Government Act 1989 on 30 August 2017
- MAV Multiculturalism Committee meeting on 1 September 2017
- Hamilton Community House AGM on 19 September 2017
- Cultural Diversity in local government workshop on 21 September 2017
- MAV Regional on 27 September 2017

Cr Sharples reported on his attendance at the following events:

- War on Waste Film and preview of their exhibition
- Crazy Ideas College
- Procurement Workshop run by Council
- Friends of the Botanic Gardens AGM and 30th birthday
- Southern Grampians LLEN Employment Graduation
- Hamilton and District Skills Centre Breakfast
- Hamilton Regional Livestock Exchange trials of the electronic ID tags
- 10th Anniversary of the Stroke Support Group
- Australian China City Summit and Business Forum
- Hamilton Community House AGM
- Economic Migration Weekend. Cr Sharples thanked the families in the Shire who opened their homes and hosted the visiting families over the weekend.

Cr Rainsford reported on her attendance at the following events:

- MAV Regional Forum
- Hamilton Art Gallery AGM
- Crazy Ideas College
- Great South Coast G-Force Working Group
- Population Task Force
- Rail Freight Conference
- Spartan Event in Meadows, SA. Cr Rainsford expressed her enjoyment of this event, and how it would work well in our Shire.
- Maryborough Railway Station, NSW, open house weekend.

Cr McAdam reported on his attendance at the following events:

- Friends of the Botanic Gardens AGM and 30th birthday
- Opening of the Art Gallery Exhibition
- Performance of the Hamilton Symphony Orchestra

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

- Dundas CFA Group Dinner

14. Confidential Matters

There were no Confidential Matters listed on tonight's agenda.

15. Close of Meeting

This concludes the business of the meeting.

Meeting closed at 6.40 pm.

Confirmed by resolution 25 October 2017.

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Chairman