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# MINUTES



Minutes of the open section of the Special meeting of the seventh Campaspe Shire Council, held in the Echuca Civic Centre, on Tuesday, 6 June 2017 commencing at 5:00pm.

## PRESENT

Councillors: Adrian Weston (Mayor), Leanne Pentreath (Deputy Mayor), Daniel Mackrell, Kristen Munro, Vicki Neele, Neil Pankhurst, Annie Vickers, Leigh Wilson

## OFFICERS

Jason Russell – Chief Executive Officer

Diane Hood – General Manager Corporate Services

Emma Dalton – General Manager Infrastructure Services

Paul McKenzie – General Manager Regulatory & Community Services

Keith Oberin – General Manager Economic & Community Development

Frank Crawley – Governance Manager

Sandra Ennis – Communications & Public Affairs Manager

Andrew Cowin – Corporate Strategy Manager

Ailsa Box – Finance Manager

Bel Anderson – Communications Officer

Jess Crimmins – Governance Support Officer

Sharolyn Taylor – Council Support Officer

## 1. APOLOGIES & REQUESTS FOR LEAVE OF ABSENCE

Cr John Zobec who has previously been granted leave of absence by Council on 16 May 2017 for the period 5 – 12 June.

## 2. DECLARATION OF INTERESTS

Disclosure of Conflict of Interests are to be made immediately prior to any relevant item being discussed.

### *Local Government Act 1989 Section 79*

- (1) If a Councillor or member of a special committee has a conflict of interest in a matter which is to be considered or discussed at a meeting of the Council or the special committee, the Councillor or member must, if he or she is attending the meeting, disclose the conflict of interest in accordance with subsection (2).
- (2) A Councillor or member of a special committee who has a conflict of interest and is attending the meeting of the Council or special committee must make a full disclosure of that interest:
  - (a) by either
    - (i) advising the Council or special committee at the meeting of the details required under paragraphs (b) and (c) immediately before the matter is considered at the meeting; or
    - (ii) advising the Chief Executive Officer in writing of the details required under paragraphs (b) and (c) before the meeting; and
  - (b) classifying the type of interest that has given rise to the conflict as either:
    - (i) a direct interest; or
    - (ii) an indirect interest and specifying the particular kind of indirect interest under section 78, 78A, 78B, 78C, 78D or 78E; and
  - (c) describing the nature of the interest; and
  - (d) if the Councillor or member advised the Chief Executive Officer of the details under paragraph (a)(ii), the Councillor or member must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.

Nil

### **3. ADOPTION OF THE 2017-21 COUNCIL PLAN (INCORPORATING THE MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN)**

**Author:**

Andrew Cowin, Strategic Planning Manager

**Attachments:**

3. Shire of Campaspe Council Plan 2017-2021
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**1. Purpose**

To seek Council's adoption of the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan).

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**2. COUNCILLORS NEELE/MUNRO**

1. That Council having caused the right to make a submission in accordance with Section 223 of the *Local Government Act 1989* and having considered those decides to adopt the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan) which sets out the strategic direction of the Council and how Council will resource the implementation of the Council Plan and other Council services over the next four years;
2. Authorise the Mayor to advise the Minister for Local Government and the Secretary of the Department of Health and Human Services that the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan) have been adopted;
3. Forward the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan) to the Minister for Local Government and Secretary of the Department of Health and Human Services; and
4. Authorise the publication and release of the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan).

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

## 6. Background

The 2017-2021 Council Plan (Plan) is Council's key strategic document for the term of the Council, which reflects the outcomes of stakeholder and community engagement. Council over recent months has sought to engage with a broad cross section of the Campaspe community through a range of activities. In particular through the "Campaspe Conversation Day", focus group session, via Facebook and online surveys. A community reference was also established with representatives from across the Shire of Campaspe. The community referenced group has assisted in affirming the information and outcomes from the consultation activities and that the direction of the Plan. These activities and conversations have assisted Council in developing a Council Plan which ensures efforts are focused on those areas identified as being important and where Council can make a difference.

Section 223 of the *Local Government Act 1989* requires Council publicly exhibit the draft Plan for a minimum of 28 days. The draft Plan was placed on public display concurrently with the 2017-18 Program Budget from the 25 April 2017 until 24 May 2017. Following the end of notice five community submissions were received. Submissions were heard and received on the 30 May 2017 before a Committee of Council.

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## 7. Content

The Plan is Council's key strategic document for the term of the Council, which reflects the outcomes of stakeholder and community engagement. The Plan describes Council's strategic objectives, strategies for achieving the objectives and how the outcomes will be measured. Supporting the delivery of the Council's vision is the Strategic Resource Plan which describes the financial and non-financial resources required to implement the Plan over the four year period.

The Plan incorporates the requirements of the *Public Health and Wellbeing Act* for Council to prepare a Municipal Public Health and Wellbeing Plan (MPHWP). Incorporation of the MPHWP within the Plan strengthens the integrated planning approach across all Council activities and allows Council to focus on health and wellbeing outcomes for the community and enables a more optimal use of resources.

This Plan sets a vision of 'We are strong, supportive, vibrant and sustainable' which aligns and furthers the vision of Campaspe Our Future.

The Plan was developed through a community engagement process, as well as taking into account local community plans, strategic and master plans and regional plans.

The Plan is structured across the five key themes of:

- Strong and Engaged Communities
- Resilient Economy
- Healthy Environment
- Balanced Service and Infrastructure
- Responsible Management

In addition the Plan supports the priorities of Healthier Campaspe. A partnership established to improve community health and wellbeing. In addition to the priorities of Healthier Campaspe, collective action to address Family Violence remains a high priority for Council.

Exhibition of the draft Plan resulted in five community submissions.

The key matters raised in submissions include:

- Congratulations to Council on the preparation of a positive, comprehensive, readable plan.
- The target indicators should reflect an increase year on year over the life of the plan.
- The Healthy Environment theme does not contain a strategy targeting the natural environment.
- Concerns that our ageing population is reflected only as a challenge.
- That a gender lens be applied to the Plan and incorporate statistics reflecting the gap between genders.

Submissions were heard and received on the 30 May 2017 before a Committee of Council. Subsequently the draft Plan was amended to give consideration to the issues raised in submissions.

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## **8. Issues and Risk Management**

### **Issues:**

The Plan outlines some of the key challenges that are facing not only Campaspe but also many other rural and regional communities. The key challenges include:

- High costs of inputs for industry (energy and water)
- Renewal of community facilities
- An ageing population
- Engagement of young people
- Substance abuse issues
- Family violence
- Availability of regional education and training
- Cross-border issues

Council is also very mindful of financial constraints – including reduced funding from other levels of government, and capped rates. This will mean a re-doubled effort in increasing efficiencies within council. Responsible decision-making will be critical and a set of financial principles (outlined in this Council Plan) has been developed to guide our decision making.

### **Risk:**

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

It should be noted that formal exemption from developing a separate Municipal Public Health and Wellbeing Plan is yet to be received from the Department of Health and Human Services. However verbal advice has been received indicating that the draft Plan as exhibited has appropriately addressed the requirements of Section 26(2) of the Public Health and Wellbeing Act. Should the formal exemption not be received Council may be required to prepare a stand alone Municipal Public Health and Wellbeing Plan.

## 9. Options

### Option 1: Adopt the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan) as presented

This option is recommended by officers.

The plan as presented has been developed involving extensive community engagement. It seeks to capture and represent the aspirations of the Campaspe community and deliver Council's vision. Adoption of the draft Plan will fulfil Council's obligations under the *Local Government Act 1989* and *Public Health and Wellbeing Act 2008*.

### Option 2: Adopt the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan)

This option is not recommended by officers.

Changes to the Plan which do not reflect the outcomes of the community engagement may result in a Plan that is not strategically based or representative of the community's desired directions. Further changes may also require further consultation or exhibition, which could result in a delay to finalisation and adoption of the document.

### Option 3: Not adopt the 2017-2021 Council Plan (incorporating the Municipal Public Health and Wellbeing Plan)

This option is not recommended by officers.

Council must adopt a Council Plan no later than the 30 June as prescribed by the *Local Government Act 1989*. Not adopting this plan would result in Council failing to meet its obligations under the Act.

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## 10. Strategic Planning Environments

- Prosperity: The Council Plan 2017-2021 through the theme *Resilient Economy* will support and grow the economy by increasing employment and investment opportunities.
- Place: The strategic objectives, strategies and indicators outlined in the Council Plan 2017-2021 through the themes *Healthy Environment* and *Balanced Service and Infrastructure* will guide how Council's actions will influence the natural, built, social and economic environments to ensure healthy community outcomes.
- People: The Council Plan 2017-2021 sets out the strategic objectives, strategies and indicators that will see Services, programs and advocacy enable improved health, wellbeing and safety through the *Strong and Engaged Communities* theme.
- Organisation: The adoption of the Council Plan 2013-2017 provides clear communication to the organisation about the intentions and desires of the Council, and will guide the delivery of services by the organisation over the next four years.
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## 11. Consultation

Council over recent months has sought to engage with a broad cross section of the Campaspe community through a range of activities. In particular through the "Campaspe Conversation Day", focus group session, via Facebook and online surveys. These activities and conversations have assisted Council in developing a Council Plan which ensures efforts are focused on those areas identified as being important and where Council can make a difference.

Section 223 of the Local Government Act 1989 requires Council publicly exhibit the draft Plans for a minimum of 28 days. The draft Plans were placed on public display concurrently with the 2017/18 Budget from the 25 April 2017 until 24 May 2017.

Notice was placed in the Campaspe Times, on Councils website, and Facebook page. Copies of the document and a summary postcard were provided at each of the Customer Service Centres, libraries, District Livestock Exchange, and Echuca War Memorial Aquatic Centre.

## 4. ADOPTION OF THE 2017/18 BUDGET

### Author:

Ailsa Box, Finance Manager

### Attachments:

4. 2017/18 Budget
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#### 1. Purpose

To adopt the 2017/18 Campaspe Shire Council Budget.

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#### 2. COUNCILLORS WILSON/PANKHURST

That Council adopt the 2017/18 Budget which is the Draft 2017/18 Budget adopted by Council 18 April 2017, inclusive of the variations listed below:

- Several minor grammatical and visual presentation updates;
- Update Strategic Objectives diagram to page 11 to remove formatting symbols;
- Update the Statement of Human Resources on Page 28 to sum columns correctly;
- Update wording on page 62, 'Borrowing Strategy', to read clearly.

#### CARRIED

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#### 3. Conflict of Interest

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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#### 4. Charter of Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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#### 5. Instrument of Delegation

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### 6. Background

The Draft 2017/18 Council Budget was adopted on 18 April 2017 and has been on public exhibition until 25 May 2017.

- An internal submission has been lodged as a result of ongoing review and quality checking of the document;
  - Eight submissions to the budget were received. All have been responded to by Council staff.
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A submission hearing was held on Tuesday, 30th May: two Section 223 Submission requests to speak were received from Mr James Stokes who wished to address funding of Brose Reserve, Tongala and Mrs Mary Bowman who wished to address a number of points. Mr Stokes did not attend, however Mrs Bowman spoke at the meeting.

Council reviewed and discussed the submissions in a briefing session post the submission hearing. Issues raised in the submissions included queries, requests for clarification, comments and recommendations in relation to specific projects.

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## 7. Content

Council should note that the Draft Budget was extensively publicised in all local papers; double page advertisements were also placed in local papers; the Draft Budget was available online along with submission forms on the Shire of Campaspe website; budget information was included in our regular half page Campaspe Shire ad and also included in the community newsletter.

The Budget is required to be advertised for 28 days minimum, this requirement has been met. The Budget is further required to be adopted prior to 30 June 2017, although an extension has been granted for this year if required. Council then needs to issue a public notice that the Budget has been adopted, which staff will do if the recommendation is carried by Council.

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## 8. Issues and Risks

### Issues:

Several issues have been considered through the budget submission process and during Council briefings.

### Risk:

There are no risks rated high or extreme in relation to this recommendation.

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## 9. Strategic Planning Environments

Prosperity:	The Budget supports economic activities and services within the Shire, while adhering to the State Government rate cap of 2.0%.
Place:	The Budget supports ongoing maintenance, renewal and development of the Shire's built assets.
People:	The budget directly supports our communities' health and wellbeing.
Organisation:	The budget supports the required resources to deliver the services and activities the community values.

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## 10. Consultation

The required public advertisement period concluded at 5:00pm on 24 May 2017 with the opportunity for anyone who made a submission to speak at the budget submission hearing held on 30 May 2017.

Throughout the public advertisement period Council issued many media releases and published a double page advertisement in all local papers providing details on the budget. The Draft Budget document was available to the public via our website and at our Service Centres as well as locations in other townships.

Budget development also included consultation with Council, staff and the Executive Management Group.

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## 5. MEETING CLOSE

There being no further business, the meeting concluded at 5:35pm.



A. Weston

CR ADRIAN WESTON

MAYOR