



# Council Agenda



**Campaspe**  
Shire Council

**Date:**

**Time:**

**Venue:**

**Photo Left to Right:** Cr Daniel Mackrell, Cr Rob Amos, Cr Leanne Pentreath (Deputy Mayor), Cr Tony Marwood, Cr John Zobec, Cr Colleen Gates, Cr Paul Jarman, Cr Chrissy Weller (Mayor), Cr Adrian Weston.

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- 9.2.1 2021-22 Budget
- 9.2.2 Budget Submissions and Responses
- 9.3.1 Fees and Charges for Echuca Paddlesteamers and the Port of Echuca
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- 9.11.1 Policy 185: Signage Policy Council Facilities
- 9.12.1 Policy 108: Trees, Plantings and Garden Beds in Campaspe
- 9.13.1 Policy 063: Memorials
- 9.14.1 Policy 145: Model Litigant
- 9.15.1 Small Business Friendly Council Charter Agreement
- 10.6.1 Quarterly Financial Statements

# Agenda



For a meeting of the eighth Campaspe Shire Council to be held on Wednesday, 16 June 2021, commencing at 6:00pm.

## Opening Prayer

We pray to almighty God that our decisions as a Council be in the best interest of the people, culture and the environment of the Shire of Campaspe.

Amen

## Acknowledgement of Country

The Shire of Campaspe is the traditional lands of the Dja Dja Wurrung, Taungurung and Yorta Yorta Peoples.

We respect and acknowledge their unique Aboriginal cultural heritage and pay our respect to their ancestors, descendants and emerging leaders as the Traditional Owners of this Country.

We acknowledge their living culture and their unique role in the life of this region.

## Meeting Procedures

Due to the COVID-19 Pandemic, this Council meeting is closed to the public, and is being held virtually and livestreamed via Council's website. If technical difficulties arise, the meeting will be adjourned until:

1. the Councillor/s can be reconnected; and a quorum maintained; or
2. the streaming connection can be re-established; or
3. if connections cannot be re-established the meeting will be postponed to a later date in accordance with the Meeting procedures.

## Business

### 1. Apologies and Requests for Leave of Absences

### 2. Confirmation of Minutes and Attachments

Minutes for the following:

- Campaspe Council Meeting held on 19 May 2021

#### RECOMMENDATION

That the following minutes be confirmed:

- Campaspe Council Meeting held on 19 May 2021

### 3. Changes to the Order of Business

Once an agenda has been prepared and sent to Councillors, the order of business for that meeting may only be altered by resolution of the Council. This includes the request for an item to be brought forward.

### 4. Declaration of Interests

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

#### ***Local Government Act 2020 Section 130***

- (1) This section applies in respect of a conflict of interest in respect of a matter—
  - (a) to be considered at a Council meeting; or
  - (b) to be considered at a meeting of a delegated committee; or
  - (c) to be considered at a meeting of a community asset committee; or
  - (d) that arises in the course of the exercise of a power of delegation by a member of Council staff; or
  - (e) that arises in the course of the exercise of a statutory function under this Act or any other Act.
- (2) A relevant person who has a conflict of interest in respect of a matter must—
  - (a) disclose the conflict of interest in the manner required by the Council's Governance Rules; and
  - (b) exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

- (3) A relevant person must not fail to comply with subsection (2) in respect of a conflict of interest that is a material conflict of interest. Penalty: 120 penalty units.
- (4) If a relevant person who fails to comply with subsection (2) in respect of a conflict of interest that is a general conflict of interest is a Councillor who has been previously—
- (a) found guilty by a court of a conflict of interest offence against this Act; or
  - (b) subject to a finding of serious misconduct by a Councillor Conduct Panel for a conflict of interest breach—
- the relevant person commits an offence against this Act and is liable to a fine not exceeding 120 penalty units.
- (5) If a relevant person who fails to comply with subsection (2) in respect of a conflict of interest that is a material conflict of interest or a general conflict of interest is a Councillor, an application may be made under section 154 to a Councillor Conduct Panel alleging serious misconduct.
- (6) If a relevant person who fails to comply with subsection (2) is the Chief Executive Officer, the Mayor must notify the Chief Municipal Inspector as soon as practicable after the Mayor becomes aware that the Chief Executive Officer has failed to comply with subsection (2).
- (7) If a relevant person who fails to comply with subsection (2) is a member of Council staff other than the Chief Executive Officer, the Chief Executive Officer—
- (a) must notify the Chief Municipal Inspector as soon as practicable after the Chief Executive Officer becomes aware that the member of Council staff has failed to comply with subsection (2); and
  - (b) must deal with the failure to comply with subsection (2) in accordance with the code of conduct for members of Council staff.
- (8) If a relevant person who fails to comply with subsection (2) is a person other than a Councillor or a member of Council staff, the Chief Executive Officer must notify the Council and make a recommendation to the Council as to the action that is to be taken.

#### **Local Government Act 2020 Section 127 - General conflict of interest**

- (1) Subject to section 129, a relevant person has a **general conflict of interest** in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.
- (2) For the purposes of subsection (1)—

**private interests** means any direct or indirect interest of a relevant person that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief;

**public duty** means the responsibilities and obligations that a relevant person has to members of the public in their role as a relevant person.

#### **Local Government Act 2020 Section 128 - Material conflict of interest**

- (1) Subject to section 129, a relevant person has a **material conflict of interest** in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.
- (2) The benefit may arise or the loss incurred—
- (a) directly or indirectly; or
  - (b) in a pecuniary or non-pecuniary form.
- (3) For the purposes of this section, any of the following is an affected person—

- (a) the relevant person;
- (b) a family member of the relevant person;
- (c) a body corporate of which the relevant person or their spouse or domestic partner is a Director or a member of the governing body;
- (d) an employer of the relevant person, unless the employer is a public body;
- (e) a business partner of the relevant person;
- (f) a person for whom the relevant person is a consultant, contractor or agent;
- (g) a beneficiary under a trust or an object of a discretionary trust of which the relevant person is a trustee;
- (h) a person from whom the relevant person has received a disclosable gift.

## 5. Responsible Authority Decisions

*Responsible Authority – Defined under Section 13 of the Planning & Environment Act 1987. Responsible for administering and enforcing the planning scheme and its provisions in relation to use and development.*

## 6. Planning Authority Decisions

*Planning Authority – Defined under Section 12 of the Planning & Environment Act 1987. Responsible for implementing the objectives of planning in Victoria and reviewing and preparing amendments to a planning scheme.*

## 7. Question Time

Question time will be available at every Ordinary Meeting to enable members of the public to address questions to Council. Questions must be received in writing, on the prescribed form from Council's website, by the Chief Executive Officer or other person authorised for this purpose by the Chief Executive Officer, no later than 12:00pm (noon) on the day of the Ordinary Meeting.

## 8. Acknowledgements

At each Ordinary Meeting, Councillors will have the opportunity to acknowledge significant community members and events. These may relate to notable achievements by community members and groups and offering of condolences to a person who has previous distinguished service in the local area.

The duration of any report from a Councillor will be limited to two (2) minutes.

Any acknowledgment intended to be raised by a Councillor at an Ordinary meeting must be notified to the Chief Executive Officer at least three (3) hours before the commencement of the meeting.

## 9. Council Decisions

### 9.1 Adoption of Revenue and Rating Plan

Author	Department	Manager	General Manager
Manager Finance	Finance		Corporate

#### 1. SUMMARY

The Local Government Act 2020 requires Council to adopt a Revenue and Rating Plan (the Plan) following a general election. The Plan outlines Council's approach to raising revenue for the next four years, including a detailed description of how Council levies rates and charges.

It is recommended Council adopt the Revenue and Rating Plan (Attachment 9.1.1) following the period of public consultation, in accordance with its Community Engagement Policy, no feedback was received during the consultation process and on that basis no changes to the Plan have been recommended.

#### 2. RECOMMENDATION

**That Council adopt the Revenue and Rating Plan, appended as Attachment 9.1.1**

#### 3. PURPOSE

**The purpose of this report is for Council to adopt the Revenue and Rating Plan (the Plan), as required by section 93 of the *Local Government Act 2020*. The Plan details Council's revenue raising framework for the next four years.**

#### 4. DISCUSSION

The purpose of the Plan is to determine the most appropriate and affordable revenue and rating approach for Campaspe Shire Council which in conjunction with other income sources will adequately finance the strategic objectives in the Council Plan.

Council's Revenue and Rating Plan explains how Council calculates the revenue needed to fund its activities and how the funding burden will be apportioned between ratepayers and other users of Council facilities and services.

In particular, the Plan sets out decisions that Council has made in relation to rating options available to it under the *Local Government Act 1989* to ensure the fair and equitable distribution of rates across property owners. It also sets out principles that are used in decision making for other revenue sources such as fees and charges.

The Plan does not set revenue targets for Council, it outlines the strategic framework and decision that informs how Council will go about calculating and collecting its revenue.

Council endorsed the Draft Revenue and Rating Plan at its meeting held on 7 April 2021, for a period of consultation, in accordance with Council's adopted Community Engagement Policy. The Draft Plan was available on Council's website and at all of Council's Service Centres and the Campaspe Library. Public notices and information on the Draft Plan was distributed by local media outlets, on Council's website and social media platforms and through Council's Community Newsletter delivered directly to households, inviting community members to provide feedback on the document by Wednesday 14 May 2021.

At the close of the consultation period, no feedback was received.

As there was no feedback received on the Draft Revenue and Rating Plan, the Plan is presented for adoption. Section 1.3 Community Engagement has been updated to reflect the outcome of the consultation process, no other changes have been made.

## **Consultation**

### Internal consultation:

- Rates and Revenue Team Leader
- Manager Finance
- General Manager Corporate

### Councillors:

- 24 February 2021 Council Briefing Session
- 2 June 2021 Council Briefing Session

## **5. POLICY AND LEGISLATIVE IMPLICATIONS**

This proposed Revenue and Rating Plan meets Council's legislative requirement within the *Local Government Act 2020*, sections Section 9(2)(a) and Section 93.

## **6. FINANCIAL AND ECONOMIC IMPLICATIONS**

The Plan will support Council in meeting its obligations of economic sustainability and ongoing financial viability in accordance with Section 9(2)(c) and (g) of *Local Government Act 2020*. The adopted Revenue and Rating Plan will be used to guide the development of future budgets of Council.

## **7. ENVIRONMENTAL IMPLICATIONS**

The Plan will support Council in meeting its obligation on issues and services relating to the environment and climate change in accordance with Section 9(2)(c) of *Local Government Act 2020*.

## **8. SOCIAL IMPLICATIONS**

The Plan will support Council in meeting its social obligation in the setting of rates and fees and charges to support the delivery of services to the community in accordance with Section 9(2)(c) of *Local Government Act 2020*. The Plan provides details on how Council approaches the collection of revenue and rates as well as Council's support to individuals who experience financial hardship.

## **9. RELEVANCE TO COUNCIL PLAN 2017-2021**

Council is currently working towards developing a Vision and new Council Plan, extensive community consultation is being carried out to inform these documents. Until the new Council Plan is in place (due October 2021), the Revenue and Rating Plan has been prepared on the existing strategic objectives of the Council Plan and will feed into Council's budgeting and long-term financial planning documents.

## 10. ISSUES AND RISK MANAGEMENT

### **Issues:**

#### Issue 1: Transparency in the setting of rates and charges

The community expects Council to be transparent in the processes of how it will raise revenue to fund the services that it delivers. This Plan meets Council's legislative requirements and supports the community's requirements of transparency.

### **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.

## 11. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 12. 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*.

## 13. INSTRUMENT OF DELEGATION

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

## 14. CONCLUSION

The Revenue and Rating Plan is recommended to be adopted by Council following a public consultation process conducted in accordance with Council's Community Engagement Policy.

No feedback was received on the Draft Revenue and Rating Plan and therefore no changes have been recommended.

Adoption of the Revenue and Rating Plan will ensure Council meets its obligation under the *Local Government Act 2020*, to have a Plan prepared by 30 June following a general election. The Plan defines Council's revenue raising framework for the next four years.

## 15. ATTACHMENTS

### 9.1.1 Revenue and Rating Plan

## **9.2 Adoption of 2021/22 Budget**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Manager Finance	Finance	Manager Finance	Corporate

### **1. SUMMARY**

This report presents to Council the Budget for the financial year 2021-22 and the following three financial years. It is recommended that Council adopt the budget as presented.

In accordance with Council's Community Engagement Policy the Proposed Budget 2021-22 was made available for public comment, five submissions were received and considered by Council. There have been changes made to the document that was made available for public comment, these changes are detailed in the recommendation.

### **2. RECOMMENDATION**

**That Council:**

- 1. Adopt the 2021-22 Budget provided in Attachment 9.2.1, noting that it is the Proposed 2021-22 budget endorsed and released for public comment by Council on the 07 April 2021, inclusive of the following amendments;**
  - a. Rates tables 5.1.1 (a), (b), (c), (d), (f), (h), (j) and (k) have been updated after receiving certification of the 2021 general property valuation from the Victorian Valuer General. This has resulted in a reduction in the rate in the dollar from what was published in the proposed budget document.**
  - b. Updated the document to correct minor spelling, grammar and formatting errors.**
  - c. Corrected an error in overheads that resulted in an increased surplus of \$57,000.**
  - d. Added the contribution of \$10,000 to the proposed Designated Area Migration Agreement as resolved by Council on 21 April 2021.**
  - e. Removed fees and charges related to horse sales under the Echuca and District Livestock Exchange and replaced with a statement that the fees will be negotiated with the administration.**
  - f. Corrected the Budgeted Statement of Capital Works – Budget Forecast 2020-21 numbers.**
  - g. Added grant income for grants that were confirmed after the Proposed 2021-22 Budget was released for public comment. Grants have been received for the redevelopment of the Rushworth Service Centre and Library and for upgrades to the museum displays at the Port of Echuca. A total of \$784,428.**
  - h. Increased the expenses related to the Port of Echuca Museum display to reflect the grant funds that will be expended to redevelop the displays.**
  - i. Updated the amount budgeted for Financial Assistance Grants to reflect the recent advice received from the Department of Jobs, Precincts and Regions.**
- 2. Note the operating surplus has increased by \$773,000 as a result of all the changes to the 2021-22 budget referred to in Point 1 and the adjusted underlying deficit reduced by \$169,000.**

3. **Declare the Rates, Municipal Charge and Annual Service Charges for the 2021-22 financial year as set out within the 2021-22 Budget document on pages 38-40.**
4. **Declare the Fees and Charges for the 2021-22 financial year, contained as Appendix A within the 2021-22 Budget document (Attachment 9.2.1).**
5. **Note the submissions received in response to the Proposed Budget 2021-22, thank the submitters and provide a written response notifying submitters of the outcome of their submission considered by Council as outlined in Attachment 9.2.2)**
6. **Request the CEO to prepare a briefing paper for Council on the strategic approach to address netball court compliance across the municipality and funding options for Council's consideration, by September 2021.**
7. **Consider future funding allocations from budget savings or grant funding opportunities to advance the designs required for the Lockington Recreation Reserve Netball Courts and Victoria Park Multi Use Community Facility during the 2021-22 financial year, by September 2021.**

### 3. PURPOSE

To seek the adoption of the 2021-22 Budget incorporating the schedule of fees and charges contained in the document.

### 4. DISCUSSION

The 2021-22 Budget projects an operating surplus of \$3.46 million, however when the capital income is removed an adjusted underlying result of a \$2.82 million deficit is projected.

The 2021-22 Budget has been prepared based on the maintenance of current service levels and reflects the full costs of delivering those services with a full complement of staff. In preparing the budget, consideration has been given to limitations on services as a result of operating under COVID Safe principles, particularly any density quotients that may limit participation. This year a review has been undertaken of the methodology of allocating internal overheads and this budget reflects the redistribution of some of these overheads since the exiting from aged care services, completed on 30 June 2020.

Also included in the 2021-22 Budget is a capital works program of \$28.35 million. This does not include \$10.56 million of carry forward projects, some of which were multi-year projects.

*Section 94 of the Local Government Act 2020 (the Act)* requires that Council prepares a budget for the upcoming financial year and 3 subsequent financial years. The *Local Government (Planning and Reporting) Regulations 2020* specifies the information that is required to be included in the budget.

Section 96 (1) of the Act requires that Council must develop the budget in accordance with -

- (a) the financial management principles and
- (b) its community engagement policy.

Section 101 (1) of the Act defines the financial management principles as:

- (a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with Council's financial policies and strategic plans;
- (b) financial risks must be monitored and managed prudently, having regard to economic circumstances;
- (c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community;
- (d) accounts and records that explain the financial operations and financial position of the Council must be kept.

Section 101 (2) of the Act outlines that for the purposes of the financial management principles, financial risk includes any risk relating to the following –

- (a) the financial viability of the Council;
- (b) the management of current and future liabilities of the Council;
- (c) the beneficial enterprises of the Council.

Further to these principles defined in the Act, Council adopted additional financial principles on 3 December 2019. These principles were used to guide the development of the 2021-22 Budget.

These principles are:

- Council to effectively and efficiently use its resources to deliver the best outcomes for the community whilst ensuring ongoing future financial sustainability.
- Council to maintain an operating surplus over a four-year period (current year and 3 forward years).
- Council to meet current service levels prior to the allocation of resources for new or expanded service levels or one off operating projects.
- Council will consider the use of borrowings to fund significant capital projects where there is a demonstrated benefit to future generations and council has the capacity to service the debt.
- Council seek a balance between service delivery and a cost recovery model having regard to capacity to pay.
- Council to consider the financial resources required for the implementation of the endorsed Council Plan and other Strategic Plans of Council.
- Before approving new or upgrade capital projects or the acquisition of new assets, Council will consider its asset renewal obligations.
- Before approving the acquisition of new assets, Council will have regard to the financial and social impacts along with service needs of the community.
- Council will not seek a rate cap variation while it maintains a sustainable financial position.

The 2021-22 Budget has been developed using the Local Government Model Financial Report and outlines the services delivered by Council in support of achieving its strategic objectives. Council is currently undertaking an extensive community engagement program to inform the Vision and Council Plan. Until the new Council Plan is in place, the 2021-22 Budget has been prepared on the existing Council Plan format.

The 2021-22 Budget presents detailed information on rates and charges to be collected. Council has applied the rate cap of 1.5%, set by the Minister of Local Government. The Budget being presented for adoption has been updated to reflect the final valuation figures provided by the Victorian Valuer General. In all cases the rate in the dollar for each group of differentials has reduced by 0.059 of one percent.

A period of consultation, in accordance with Council's adopted Community Engagement Policy has been met.

In response to the public consultation and call for submissions to the Proposed 2021-22 Budget, five submissions were received and a submissions hearing was held on 26 March 2021. Of the five submissions two requested to speak to their submission.

In summary, of the five submissions, three were in support of an infrastructure project and two were seeking additional funds to be allocated to two infrastructure projects.

Council reviewed and discussed the submissions post the submissions hearing and at a Council briefing held on 2 June 2021. Responses will be provided to those who made submissions, as outlined in Attachment 9.2.2.

Council supports the infrastructure projects put forward by the two submitters, however, also acknowledges that further strategic work is required before the two projects can be progressed to a design phase. To ensure this work progresses, Council requests that by 31 September 2021;

- the CEO prepare a briefing paper on the strategic approach to address netball court compliance across the municipality and funding options for Council's consideration; and
- that future funding allocations from budget savings or grant funding opportunities to advance the designs required for the Lockington Recreation Reserve Netball Courts and Victoria Park Multi Use Community Facility be considered.

In accordance with the Local Government Act 2020, the Budget is required to be adopted prior to 30 June 2021.

### Rates

Council believes the most equitable and efficient distribution of the rate burden to rate payers is through the use of differential rates. The differential rate ratios are as follows:

- General Land (100% of the general rate in the dollar);
- Farm Land (90% of the general rate in the dollar);
- Commercial Land (116% of the general rate in the dollar);
- Industrial Land (116% of the general rate in the dollar); and
- Cultural and Recreation (50% of the general rate in the dollar).

The Fair Go Rate cap increase of 1.50% has been complied with in setting the differential rate in the dollar.

The Budget 2021-22, being presented for adoption has been updated to reflect the final valuation figures provided by the Victorian Valuer General. In all cases, the rate in the dollar for each group of differentials has slightly reduced.

The rates in the dollar to be applied for the 2021-22 year are as follows.

<b>Type and class of land</b>	<b>2021-22 cents/\$CIV</b>
<b>General land</b>	<b>0.0039750</b>
<b>Farm land</b>	<b>0.0035775</b>
<b>Commercial land</b>	<b>0.0046109</b>
<b>Industrial land</b>	<b>0.0041609</b>
<b>Cultural and recreation</b>	<b>0.0019875</b>

The budget has been prepared on the basis of maintaining a zero increase to expenses where possible and a full cost recovery model where it is deemed appropriate. Council officers have paid particular attention to being able to deliver the services expected and needed by the community within the confines of a rate capped environment and to meet the principles adopted by Council at the 3 December 2019 Council meeting.

Statutory fees and charges have been updated when they are based on fee units and fee penalty fee units to the fees gazetted by the Victoria State Government on 20 May 2021. Fees for planning and building related activities for 2021-22 have not yet been advised by the State Government.

## 5. CONSULTATION

### Internal consultation:

- Council officers responsible for budget preparation
- Executive Management Group
- Manager Finance

### External consultation:

- Public comment and submissions on the budget and fees and charges was sought by advertising for submissions in line with Council's Community Engagement Policy. This advertising appeared on Council's website, in local newspapers circulating within the municipality, via social media posts and in Council's community newsletter that is distributed to households and businesses.
- A submissions hearing was held on 26 May 2021 at Echuca Headquarters Function room, two people spoke to their submissions.

### Councillors:

- Wednesday 24 February 2021 Council Briefing Session
- Wednesday 3 March 2021 Council Briefing Session
- Wednesday 24 March 2021 Council Briefing Session
- Wednesday 26 May 2021 Submission Hearing
- Wednesday 2 June Council Briefing Session

## 6. POLICY AND LEGISLATIVE IMPLICATIONS

Section 94 (1) of the 2020 Act requires that a budget be prepared and adopted each financial year by the 30 June.

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

The 2021-22 Budget has been developed with consideration for the ongoing financial viability of the Council in accordance with Section 9(2)(g) of *Local Government Act 2020*. The 2021-22 Budget foreshadows deficit budgets for the subsequent 3 years after the 2021-22 financial year and Council has recognised the need to continue its review of the services it delivers as well as the service levels and assets provided to the community, so that the Council can remain financially sustainable over the long term.

## 8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

## 9. SOCIAL IMPLICATIONS

The 2021-22 Budget will deliver a range of services to the community that will contribute to the general health and wellbeing of community members in accordance with 9(2)(c) of *Local Government Act 2020*.

## 10. RELEVANCE TO COUNCIL PLAN 2017-2021

Strong and Engaged Communities: The 2021-22 Budget provides Council operated services to improve the health, wellbeing, and safety of its community.

Resilient Economy:	Programs and initiatives within the 2021-22 Budget will support economic growth, investment opportunities and community development.
Healthy Environment:	The 2021-22 Budget will assist Council in the delivery of initiatives to support the health of its communities' environment and promotes environmentally sustainable practices.
Balanced Services and Infrastructure:	The 2021-22 Budget continues to finance maintenance and renewal of existing assets, as well as providing some funding to support the creation of new infrastructure.
Responsible Management:	The 2021-22 Budget has been built based on the principles of sound financial management.

## 11. ISSUES AND RISK MANAGEMENT

### Issues:

The 2021-22 Budget has been prepared on a business-as-usual basis but during these uncertain times there are unknowns that may impact the budget moving into the new financial year. These will be addressed by budget reviews conducted on a quarterly basis.

### 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.

## 12. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 13. 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*.

## 14. INSTRUMENT OF DELEGATION

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

## 15. CONCLUSION

This report presents the 2021-22 Budget that has been based on the ongoing delivery of current services and service levels. The 2021-22 Budget incorporating a schedule of fees and charges is recommended to be adopted and become the Budget for the 2021-22 year.

## 16. ATTACHMENTS

9.2.1 2021-22 Budget

9.2.2 Budget Submissions and Responses

### **9.3 Adoption of 2021/22 Budget – Port Fees and Charges**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Manager Finance	Finance	Manager Finance	Corporate

#### **1. SUMMARY**

This report presents to Council the Fees and Charges for Echuca Paddlesteamers and the Port of Echuca for the 2021-22 financial year. It is recommended that Council adopt the fees and charges, appended as Attachment 9.3.1 and incorporate them into the Adopted 2021-22 Budget document.

#### **2. RECOMMENDATION**

**That Council:**

- 1. Adopt the 2021-22 Fees and Charges for Echuca Paddlesteamers and Port of Echuca.**
- 2. Authorise the CEO to incorporate the 2021-22 Fees and Charges for Echuca Paddlesteamers and Port of Echuca into the Adopted 2021-22 Budget for the purpose of public display.**

#### **3. PURPOSE**

**To adopt the Echuca Paddlesteamers and the Port of Echuca schedule of fees and charges for the 2021-22 financial year as contained in the Attachment 9.3.1.**

#### **4. DISCUSSION**

The 2021-22 Fees and Charges for Echuca Paddlesteamers and Port of Echuca have been reviewed and are recommended for adoption and inclusion in the Adopted 2021-22 Budget for the purposes of public display.

A period of consultation, in accordance with Council's adopted Community Engagement Policy was conducted inviting submissions. Of the 5 submissions received to the Proposed Budget 2021-22, none related to the proposed fees and charges for Echuca Paddlesteamers and the Port of Echuca.

#### **5. CONSULTATION**

Internal consultation:

- Council officers responsible for budget preparation
- Executive Management Group
- Manager Finance

External consultation:

- Public comment and submissions on the budget and fees and charges was sought by advertising for submissions in line with Council's Community Engagement Policy.
- This advertising appeared on Council's website, in local newspapers circulating within the municipality, via social media posts and in Council's community newsletter that is distributed to households and businesses.

Councillors:

- Wednesday 24 February 2021 Council Briefing Session
- Wednesday 3 March 2021 Council Briefing Session
- Wednesday 24 March 2021 Council Briefing Session
- Wednesday 26 May 2021 Submission Hearing
- Wednesday 2 June 2021 Council Briefing Session

**6. POLICY AND LEGISLATIVE IMPLICATIONS**

Section 94 (1) of the 2020 Act requires that a schedule of fees and charges be prepared and adopted each financial year by the 30 June.

**7. FINANCIAL AND ECONOMIC IMPLICATIONS**

The 2021-22 Fees and Charges for the Echuca Paddlesteamers and the Port of Echuca have been developed with consideration for the ongoing financial viability of the Council in accordance with Section 9(2)(g) of *Local Government Act 2020*.

**8. ENVIRONMENTAL IMPLICATIONS**

No environmental implications are associated with this report.

**9. SOCIAL IMPLICATIONS**

No social implications are associated with this report.

**10. RELEVANCE TO COUNCIL PLAN 2017-2021**

Responsible Management: The 2021-22 Fees and Charges for Echuca Paddlesteamers and Port of Echuca have been set based on the principles of sound financial management.

**11. ISSUES AND RISK MANAGEMENT**

There have been no issues identified during the preparation of this report.

**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.

**12. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**13. 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*.

## 14. INSTRUMENT OF DELEGATION

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

## 15. CONCLUSION

This report presents the 2021-22 Fees and Charges for Echuca Paddlesteamers and Port of Echuca. It is recommended that the fees and charges be adopted and incorporated into the Adopted 2021-22 Budget for public display.

## 16. ATTACHMENTS

9.3.1 Fees and Charges for Echuca Paddlesteamers and the Port of Echuca

### **9.4 Road Management Plan Review**

Author	Department	Manager	General Manager
Manager Assets	Asset	Daniel Basham	General Manager Infrastructure

## 1. SUMMARY

The Road Management Plan (RMP) details the inspection regime, defect intervention levels and defect repair response times for all nominated road related assets under Council's management.

The RMP is scheduled for review in 2021. The plan has been amended to align with updated insurer's advice, current policy, operational objectives and available resources.

This report seeks Council's endorsement for the advertising of the draft RMP for public exhibition.

## 2. RECOMMENDATION

**That Council:**

1. **Endorse the advertising of the draft RMP for public exhibition.**
2. **Endorse a public notice to be published in the Victorian Government Gazette seeking public submissions in relation to the draft RMP.**

## 3. PURPOSE

To advise Council on the advertising of the draft RMP for public exhibition and seek their endorsement.

## 4. DISCUSSION

Council has an established RMP under the Road Management Act 2004. The RMP details the inspection regime, defect intervention levels and defect repair response times for all nominated road related assets under Council's management.

The RMP ensures that the community is informed about how the Council manages its road assets. The RMP is Council's tool in the defence against claims of negligence in relation to their road network.

Officers have reviewed the current RMP and have proposed amendments which include:

1. Minor grammatical and formatting changes to be clearer and easier to read.
2. Insertion of Chapter 8: Asset Preservation, to clearly define how Council deals with defects that sit outside of current intervention levels, listed in chapter 7: Inspection, Intervention and Repair Timeline.
3. A review of four petitions and eleven roads as presented during Council Briefing 2 June, 2021.

Attachments 9.4.1 to 9.4.3 contain the draft RMP along with the review of the four petitions and eleven roads.

Section 54 of the Road Management Act 2004 outlines the procedure for making or amending an RMP. As part of this process Council must give a notice stating:

- the purpose and general meaning of the proposed RMP
- where a copy of the proposed road management plan can be obtained or inspected
- that any person who is aggrieved by the proposed road management plan may make a submission on the proposed road management plan to the road authority within the period specified in the notice.

The Act also outlines that a road authority must allow at least 28 days for public submissions.

A public notice will be published in the Victorian Government Gazette seeking public submissions in relation to the draft RMP. A similar notice will be published in local newspapers and advertised on council's website in the same week as the gazettal notice.

The notice will invite community members to make submissions on the draft RMP. Under the Local Government Act 2020 Council must consider any submissions that are received in accordance with the requirements outlined in those statutory requirements.

There is a requirement within the Road Management (General) Regulations 2016 Section 9 to complete a written report summarising the findings and conclusions of the review of the current RMP.

This review report must be made available for copying or inspection at the place where the RMP may be inspected or obtained in accordance with Section 55 (1) (b) of the Road Management Act.

## **5. OPTIONS**

### Option 1: Support the recommendations.

That Council endorse the advertising of the Draft RMP for public exhibition.

This option is recommended by officers.

### Option 2: Not support the recommendations.

That Council not-endorse the two recommendations as listed.

This option is not recommended by officers.

## 6. CONSULTATION

Internal consultation:

- EMG
- Infrastructure Division
- Assets Department
- Road Services Team

Councillors:

- RMP Briefing Review – Council Briefing Session 2 June, 2021

## 7. POLICY AND LEGISLATIVE IMPLICATIONS

The Local Government Act 2020 has been taken into consideration throughout this report and in the recommendation.

Alignment with council policy and strategies:

- Policy 91 - Sustainable Asset Management

## 8. FINANCIAL AND ECONOMIC IMPLICATIONS

The financial and economic implications to Council have been taken into consideration during the RMP review. Recommended changes will have minimal impact on future maintenance budgets.

## 9. ENVIRONMENTAL IMPLICATIONS

No major environmental issues have been identified. If any works are proposed in the future, consideration will be given to any environmental sustainability issues and consideration of mitigation and planning for climate change risks in accordance with Section 9(2)(c) of Local Government Act 2020.

## 10. SOCIAL IMPLICATIONS

There will be limited social implications for a majority of the changes proposed in the draft RMP. There will be improvement in the service delivery with additional maintenance under Asset Preservation. Access will be improved for some Campaspe rate payers but not for all of those that have petitioned for changes to road classifications.

## 11. RELEVANCE TO COUNCIL PLAN 2017-2021

The review of the Road Management Plan meets the strategic objective to provide services and assets that meet current and future community need.

## 12. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

### 13. 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*.

### 14. INSTRUMENT OF DELEGATION

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

### 15. CONCLUSION

Council has an established RMP under the Road Management Act 2004.

The RMP was reviewed to ensure that Council has the available resources to manage its road network in accordance with the inspection timelines, intervention levels and response times. Section 54 of the Road Management Act 2004 outlines the procedure for making or amending an RMP.

As part of this process Council must publish a public notice inviting community members to make submissions in relation to the draft RMP.

### 16. ATTACHMENTS

- 9.4.1 Draft Road Management Plan
- 9.4.2 Review of Road Register - Roads
- 9.4.3 Review of Road Register - Petitions

## **9.5 Kyabram Flood Study Draft Report for Consultation**

Author	Department	Manager	General Manager
Assets Manager	Infrastructure Services	Assets Manager	General Manager Infrastructure Services

### 1. SUMMARY

This report seeks Council approval to exhibit the draft Kyabram Flood Study Report and invite submissions and community comment on the underlying modelling and its findings.

Council officers, in conjunction with officers from the Goulburn Broken Catchment Management Authority (GBCMA) and the Victorian State Emergency Service (VicSES), have overseen preparation of the draft Kyabram Flood Study Report.

It models storm related flooding of Kyabram and its immediate surrounds including interaction with flows along the Mosquito Depression.

The report identifies the extent and depths of flooding and associated risks to be expected in a series of 'design' events comprising floods with a 10%, 5%, 2%, 1% probability of exceedance in any one year (Annual Exceedance Probability, AEP) and sensitivity of flooding to the performance of existing drainage infrastructure.

It also examines the effectiveness and economic benefits of nine mitigation options and provides flood management information useful for development management and flood response agencies.

The study has been undertaken in close consultation with the local community with reporting and presentations to the Community Reference Panel during its development. The Panel comprises residents and representatives from government agencies and community organisations.

This report proposes the promotion of the draft Kyabram Flood Study Report seeking comment and submissions from the community to ensure, as far as practical, all relevant information has been considered and all members of the community are provided with the opportunity to comment prior to Council considering submissions and determining whether to adopt the report, with or without amendment.

The Community Reference Panel has considered the draft report and supports its exhibition.

This report seeks Council approval to formally exhibit the draft and seek public comment.

## 2. RECOMMENDATION

**That Council approve exhibition of the draft Kyabram Flood Study Report for a four-week period seeking community comment prior to final review and resubmission to Council for its consideration.**

## 3. PURPOSE

**To seek approval to exhibit the draft Kyabram Flood Study Report inviting community comment and submissions to enable final review.**

## 4. DISCUSSION

Kyabram is undergoing continual pressure on urban growth. It is a relatively flat area with known flooding issues affecting parts of the town. Contemporary flooding information is important to enable appropriate and proper land use planning to guide its growth.

Significant flooding events recently occurred during the 1993 and 2012 storm events. These storms resulted in flooding around and within Kyabram. In 1993 it is estimated some 50 buildings suffered over floor flooding.

There has never been a thorough study of flooding to determine with a high degree of precision the extents, depths, and sensitivities of flooding in Kyabram to various storm events and performance of existing infrastructure. This study has a high priority in the GBCMA's Flood Strategy for its region. Council with assistance from the GBCMA was allocated \$120,000 under the federal / state Natural Disasters Resilience Grants Scheme to conduct this \$220,000 study. The purpose of the study is to:

- Prepare flood mapping for Kyabram and its immediate surrounds identifying the depths, extents and associated risks associated with 'design' flood events ranging from 10% to 0.5% AEP events (10 year to 200-year events),
- Assess the sensitivity of flooding to performance of existing and proposed drainage infrastructure,
- Identify and assess possible flood mitigation measures and areas requiring flood related development controls, and
- Investigate a flood warning system and review the Municipal Emergency Management Kyabram Flood Response Plan

A project team comprising senior officers from VicSES, GBCMA and Council has overseen the study conducted by specialist flood engineers Water Modelling Solutions P/L. The process involved working closely with the Community Reference Panel comprising residents, and representatives from community organisations and relevant government agencies to review each stage as the project progressed. The study involved:

- Extensive community consultation to gather all available historical flood records associated with the 1993 and 2012 events

- Developing a computerised hydraulic model of the area's drainage network including both overland and piped drainage paths
- Investigating and developing a hydrological (rainfall) model based on historical records to provide inflows to the hydraulic model
- Calibrating those models to accurately reproduce the 1993 and 2012 events. (Note – features in the hydraulic model were adjusted to reflect the state of development of the flood plain during those events)
- Applying those models to produce the range of 'design' events for the area (i.e., 10% to 0.5% AEP) and assessing the performance of a range of proposed mitigation works and the risks associated with infrastructure failures including blockages and pump failures.

The draft Flood Plain Management Study Report is now complete and summarises those investigations. The draft report:

- Provides flood mapping associated with the calibration and design events.
- Includes an assessment of flood sensitivity to infrastructure failures.
- Identifies areas where development controls require review.
- Assesses flood damages, potential flood mitigation opportunities and flood warning systems.

It is intended to widely publicise and make available copies of this draft report inviting community comment and submissions to ensure there are no errors or omissions and that it accurately reflects all available information. All submissions and comments will be summarised into the report together with an assessment of those issues including modification of the report, if considered necessary. Once completed, the final draft report will be represented for Council for its consideration and determination.

## 5. OPTIONS

### Option 1: Exhibit Draft Kyabram Flood Study Report

Publicise the report and seek community feedback and submissions prior to Council considering its adoption. This option provides for natural justice to anyone who may be affected providing reasonable opportunity for any errors of omissions to be raised.

This option is recommended by officers.

### Option 2: Do not Exhibit Draft Kyabram Flood Study Report

Proceed to adopt the draft report without seeking further community input. Community members beyond the Community Reference Panel membership would not be provided the opportunity to review and draw attention to areas that may be of concern. It may also limit its use as a policy document in support of future Council decisions.

This option is not recommended by officers.

## 6. CONSULTATION

### Internal consultation:

- Planning and Building Department
- Assets Department
- Drainage Engineering Department
- Emergency Management Department
- Communications Department.

External consultation:

- State Emergency Service (State and local), Goulburn Murray Water, Bureau of Meteorology, DELWP (Flood Plain Unit, Forestry & Parks), GBCMA, Yorta Yorta Nations, VicRoads, Kyabram Fauna Park, Kyabram Golf Club, Kyabram Racecourse and Recreation Reserve Committee of Management, Kyabram Drainage Action Committee, Kyabram & Deakin Residents Ratepayers and Development Group, Kyabram Development Committee, Kyabram Urban Landcare Group and community representatives from the urban and surrounding rural area.

Councillors:

- Ward councillors via representation on Community Reference Panel
- 2 June 2021 Council Briefing Session.

Consultation also included meetings with representatives of individual stakeholder groups and Community Reference Panel, publication of information on the Campaspe Shire website and advertisement and press releases directing people to this information, two general community meetings, placing of information and questionnaires at the Kyabram newsagency. The COVID restrictions on gatherings during 2020 placed greater reliance web-based information, advertisements, and video conferencing. Personal contact including on-site inspections were also made with Reference Panel members.

## 7. POLICY AND LEGISLATIVE IMPLICATIONS

The study has been conducted in accordance with and complies with the Victorian Flood Plain Management Strategy and associated State guidelines. A Community Reference Committee was established specifically for this study and wider community input has been openly sought throughout the project. This next stage of consultation is intended to further engage the broader community seeking comment on the work completed to date.

## 8. FINANCIAL AND ECONOMIC IMPLICATIONS

Proper management of the floodplain is essential to the long-term economic sustainability of the municipality to which this Study is integral.

There are no direct financial implications in exhibiting this draft Kyabram Flood Study Report.

## 9. ENVIRONMENTAL IMPLICATIONS

Climate change is predicted to increase climatic extremes including the severity of floods and droughts. Modelling was conducted in accordance with the updated climate change guidelines set out in the latest version of Australian Rainfall and Runoff, the bible for flood and drainage modelling.

## 10. SOCIAL IMPLICATIONS

Flooding can result in severe social impacts especially where the community and authorities are not well informed of the potential severity and associated risks. A key purpose of this study is to provide up to date information of those risks to enable the community and authorities to be better prepared should they occur.

This project included review of potential flood mitigation options which may further reduce the risks associated with flooding and associated social impacts of flooding on the community.

## 11. RELEVANCE TO COUNCIL PLAN 2017-2021

**Strong and Engaged Communities:** The project management, governance, and consultation arrangements for conduct of this study is fostering a strong and healthy relationship with the Kyabram community and encouraging active involvement of community members to the benefit of the Kyabram community.

Resilient Economy:	Up to date flooding knowledge enables more appropriate planning and control of development and improved flood management thereby reducing the negative economic impacts of these events on the community and economy.
Healthy Environment:	Adequate and appropriate community representation and involvement will enable more thorough and coordinated investigation of flooding issues thereby providing a sound basis on which to plan for urban growth and development so that the Kyabram and surrounds community is less impacted by flooding in the future.
Balanced Services and Infrastructure:	Urban planning based on the results of these investigations will result in more reliable services, lower cost infrastructure, less social upheaval and stress and reduced flood damage by ensuring appropriate development in flood prone areas.
Responsible Management:	The proposed project management and governance arrangements support open and clear communication and relationship and partnership development between Campaspe Shire, the State flood plain management agencies, other relevant agencies and community organisations and members of the Kyabram community.

## **12. ISSUES AND RISK MANAGEMENT**

There are risks associated with not exhibiting this document prior to adoption. Administrative law generally requires Council to provide opportunity for the community to consider policy related documents prior to adoption failing which their recognition by administrative appeal tribunals is limited.

There are also many risks associated with flooding investigated by this study This report identifies those areas at risk and investigates several options for their mitigation.

## **13. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## **14. 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*.

## **15. INSTRUMENT OF DELEGATION**

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

## **16. CONCLUSION**

It is concluded Council and the community will be best served by publicising the draft Kyabram Flood Study Report and inviting comment and submissions from the community over a four-week period. This will ensure all potentially affected members of the community have opportunity to comment before Council considers its adoption and that the report as far as practical addresses all available relevant information.

## **17. ATTACHMENTS**

9.5.1 Draft Kyabram Flood Study Report

**9.6 2021/2022 Community Grants Program Round One**

Author	Department	Manager	General Manager
Executive Assistant Community			General Manager Community

**1. SUMMARY**

That Council approve eight of the 20 applications received to the 2021/2022 Community Grants Program Round One.

**2. RECOMMENDATION**

That Council:

**1. Approve community grant applications as follows:**

- \$4,000 Colbinabbin Town Recreation Reserve Committee of Management Inc., development of a masterplan for the Recreation Reserve, Memorial Hall and town**
- \$1,000 Rochester Pioneer & Historical Society Inc., purchase of a laptop to partner the wide-format scanner for scanning historic newspapers and documents to preserve Rochester's history.**
- \$3,900 Echuca Moama Broadcast Service Inc., purchase of four new CD players**
- \$4,000 Echuca Moama Theatre Company Inc., former 'Karate' shed replacement for storage of costumes and props.**
- \$2,000 Rich River Quilters & Friends Inc., purchase a defibrillator.**
- \$4,000 Kyabram District Men's Shed Inc., machine room dust extraction upgrade**
- \$3,700 Kyabram Town Hall Inc., erection of a mural to commemorate the 120<sup>th</sup> anniversary of the Kyabram Reform Movement in the Town Hall laneway**
- \$2,495 Echuca Federal Band Inc., Echuca Federal Band workshop**

**2. Advise unsuccessful applicants in writing.****3. PURPOSE**

To seek approval of recommendations for the 2021/2022 Community Grants Program Round one.

**4. DISCUSSION**

The Community Grants Program offers financial support to not for profit community organisations, groups and associations for projects, events, exhibitions and/or performances which contribute to the municipality, making it a vibrant and stimulating place for people to live, work and visit.

The Community Grants Program has two rounds:

- \* round one, advertised in March, awarded in July (current round)
- \* round two, advertised in August, awarded in December

Category	Total 2021/2022 Budget	July 2021 Funds Available	July 2021 Allocation	Balance
<b>Total</b>	<b>\$114,000</b>	<b>\$57,000</b>	<b>\$25,095</b>	<b>\$88,905</b>

This grant program aims to:

- Support not-for-profit community groups provide a range of opportunities for residents;
- Facilitate support for initiatives that strengthen the community through opportunities for participation, development, inclusion and sustainability;
- Foster support across a range of pursuits and interest areas including health and welfare, community support, arts and culture, sports and recreation, youth, ageing, environment, access and equity;
- Provide an equitable opportunity for groups to seek funding assistance from Council.

Applicants must be an:

- incorporated association, or
- A not for profit group (e.g. education institution, healthcare, religious or faith based institution), or
- a Crown Land Committee of Management, or
- a Government Department on behalf of a community group, or
- have their application submitted by an appropriate auspicing body which meets the above.

Organisations that have licensed gaming / gambling facilities or derive funds from gambling are ineligible to apply.

All applications received were assessed by a panel of five staff, across Recreation, Community and Environment teams, using the following assessment criteria matrix, as indicated in the funding guidelines. Weighted score for each application is determined from following:

Criteria	Description
Community / social benefit	<p>Involvement of community members, enrichment of the shire.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• A plan for engaging the target group is outlined.</li> <li>• The activity or event is being held within Campaspe Shire Council (mandatory).</li> <li>• The application outlines what measures will be used to evaluate whether it has been successful in achieving the stated outcome/s – includes both qualitative and quantitative measures.</li> </ul>
Partnership	<p>Contribution by group or others to the project either cash and/or in-kind, including project partnership participation (not just financial contribution).</p> <p>For example:</p>

	<ul style="list-style-type: none"> <li>The application outlines a plan for delivery – including consideration of risk, integration with other partners and innovation.</li> <li>The application outlines matched funding, in kind support or partner contribution (financial and in kind).</li> </ul>
Council Plan alignment	The application identifies a clear outcome/s, aligned to the strategic priorities of Council as outlined by the Council Plan.
Project	<p>One off project/event.</p> <p>For example:</p> <ul style="list-style-type: none"> <li>The application responds to one or more of the grant program priority areas.</li> <li>The application demonstrates innovation and evidence and/or clear reason for why it has been developed.</li> <li>The application demonstrates consideration of: <ul style="list-style-type: none"> <li>environmental sustainability</li> <li>inclusivity of all members of our community and accessibility for all</li> <li>low or no cost for disadvantaged groups</li> <li>sustainability - not reliant on ongoing grant funding.</li> </ul> </li> </ul>
Economic benefit	Increase spending to retail, industry and accommodation, enhancement of economic base, or funds spent locally.

Panel members who declared a conflict of interest with any of the applications did not participate in the assessment of those applications.

Applicants with outstanding acquittals from a previous Community Grant round are not eligible for funding consideration, as outlined in the guidelines.

Successful applicants are required to enter into a Funding Agreement with the Campaspe Shire Council that stipulates the conditions of the grant.

Applications can be for a maximum of \$4,000.

- Total funds available for applications: \$57,000
- Total of applications received: \$60,882
- Total allocations recommended: \$25,095

<i>Organisation</i>	<i>Project details</i>	<i>Grant requested</i>	<i>Project expenditure</i>	<i>Recommended allocation</i>
Colbinabbin Town Recreation Reserve Committee of Management Inc.	CTRRCOM Masterplan – development of a masterplan for the Recreation Reserve, Memorial Hall and town.	\$4,000	\$15,994	\$4,000
Echuca Moama Broadcast Service Inc.	Purchase four new CD players – two for studio 1 and two for studio 2	\$3,900	\$6,516	\$3,900

Rochester Pioneer & Historical Society Inc.	Purchase of a laptop to partner the wide-format scanner for scanning historic newspapers and documents to preserve and promote Rochester's history	\$1,000	\$1,449	\$1,000
Echuca Moama Theatre Company Inc.	Former "Karate" Shed replacement (used for storage of costumes and props)	\$4,000	\$48,591	\$4,000
Rich River Quilters and Friends Inc.	Purchase a defibrillator	\$2,000	\$2,500	\$2,000
Kyabram District Men's Shed Inc.	Kyabram Men's Shed machine room dust extraction upgrade	\$4,000	\$5,250	\$4,000
Kyabram Town Hall Inc.	Erection of a mural to commemorate the 120th anniversary of the formation of the Kyabram Reform Movement in the Town Hall laneway	\$3,700	\$5,540	\$3,700
Echuca Federal Band Inc.	Echuca Federal Band workshop	\$2,495	\$3,225	\$2,495
Girgarre Development Group Inc.	Upgrade Girgarre Hall kitchenette	\$3,100	\$3,850	\$0 **
Little Paws and Big Paws Animal Rescue Inc.	Companion animal de-sexing program – offering subsidised de-sexing to low income families, pensioners and concession card holders	\$4,000	\$4,000	\$0
Echuca South Cricket Club Inc.	Pitched to Perfection – resurface three existing turf pitches at Echuca South Recreation Reserve	\$3,500	\$3,534	\$0
Strathallan Community Hall Inc.	Amenities upgrade – installation of three ceiling fans	\$2,000	\$3,000	\$0 **
Rochester Community House Inc.	Installation of driveway and walking paths to make the Rochester Community Garden accessible to all located at the former Rochester Courthouse.	\$4,000	\$7,600	\$0
Stanhope & District Men's Shed Inc.	Stanhope shedders equipment – purchase of a tagging & testing machine with printer	\$2,600	\$2,660	\$0
Echuca Historical Society Inc.	Conservation of historical artifacts – conservator to preserve and conserve historical significant objects in need of specialist cleaning	\$2,260	\$2,280	\$0
St John's Ambulance Australia (Victoria) Inc.	Purchase of small training equipment for St John's Ambulance Campaspe Division	\$1,847	\$3,859	\$0
Campaspe Central Vic Arts Trail (Lockington & District Business Centre Inc.)	Creation of a website to promote the Arts Trail and printing of promotional brochures	\$4,000	\$4,000	\$0
Tongala Community Activities Centre Inc.	Community kitchen to bring community members together to prepare nutritious and affordable meals	\$2,480	\$5,204	\$0
Echuca Moama Business 2 Business (Echuca Moama Business & Trades Association Inc.)	Leadership Training	\$4,000	\$11,622	\$0
Girgarre Facilities Committee Inc.	Printing of the book "They're Champions You Will Agree" – celebrating 100 years of the Girgarre Football Netball Club	\$2,000	\$9,380	\$0
<b>TOTAL</b>		<b>\$60,882</b>	<b>\$150,054</b>	<b>\$25,095</b>

\*\* As these are Council owned facilities the Building & Property unit of Council will bring the facilities to an appropriate standard.

It is important to note that when an initiative relates to Council owned or managed infrastructure or facilities, the awarding of a grant through one of Council's funding programs does not constitute approval to undertake any works. Such approval must be separately requested from Council in its capacity as land owner/manager.

Requests for Council to auspice any related grants is also subject to a separate application.

There may also be specific permit or other approval requirements needed for these initiatives. It remains the responsibility of the funding recipient to obtain these approvals through the relevant Council department or other authority.

Successful applicants will be required to demonstrate the availability of other funding sources if indicated within their application.

## **5. CONSULTATION**

### Internal consultation:

- Manager Projects & Facilities
- Executive Management Group

### External consultation:

- Not required

### Councillors:

- Not required

## **6. POLICY AND LEGISLATIVE IMPLICATIONS**

Funds utilised for this program were budgeted in the 2021/2022 financial year.

## **7. FINANCIAL AND ECONOMIC IMPLICATIONS**

The annual budget allocates funding for this Grants Program for community initiatives.

## **8. ENVIRONMENTAL IMPLICATIONS**

No impact

## **9. SOCIAL IMPLICATIONS**

This funding provides support to community groups and organisations to provide a service, program or activity used by, or for benefit of Campaspe Shire residents.

## **10. RELEVANCE TO COUNCIL PLAN 2017-2021**

### **Strategic Objective – Strong and Engaged Communities**

Services, programs and advocacy enable improved health, wellbeing and safety of our community.

### **STRATEGY 3**

Enable residents to be active and engaged in their community and support participation in artistic, cultural, sporting and leisure opportunities.

## **11. ISSUES AND RISK MANAGEMENT**

### **Issues:**

The current coronavirus pandemic may impact the commencement of some projects. This will be worked through with individual organisations regarding the projects concerned and restrictions imposed at the time.

### **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.

## **12. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## **13. 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*.

## **14. INSTRUMENT OF DELEGATION**

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

## **15. CONCLUSION**

Council received 20 applications to the 2021/2022 Community Grants Program (Round One). Council to approve eight of these applications and advise all 20 applicants, successful and unsuccessful, in writing of their application outcome.

Council's contribution of \$25,095 will lead to the provision of projects to the value of \$89,065.

## **9.7 Business Assistance Grants Round Two**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Executive Assistant Community			General Manager Community

### **1. SUMMARY**

That Council approve four of the 12 applications received for the Business Assistance Grants Program Round Two.

### **2. RECOMMENDATION**

**That Council:**

#### **1. Approve Business Assistance Grants as follows:**

- \$3,000 Neon Horse Pty Ltd (Stanhope), purchase of additional fridge for the kitchen, outdoor heating, more tables to be built by Stanhope Men's Shed and to engage quality live music/local sound technician**
- \$3,000 Colbinabbin General Store Co-op Ltd (Colbinabbin), purchase of equipment, salad bar, chairs and tables for dine in customers and display shelving for local produce**
- \$2,290 Kanyapella Goat (Koyuga), purchase of 24v 600w pure sine inverter to enable transport of gelato and goat products**
- \$5,000 Ironbark Apiaries (Rushworth), purchase of equipment to assist with processing and bottling of honey**

#### **2. Advise unsuccessful applicants in writing.**

### **3. PURPOSE**

**To seek approval of the Administration's recommendations for the Business Assistance Grants Round Two.**

### **4. DISCUSSION**

The Business Assistance Grants offer financial support to local businesses to diversify and expand, as well as attract new businesses to the Shire.

The Business Assistance Grants Program has two rounds:

- \* round one, advertised in August, awarded in December
- \* round two, advertised in March, awarded in June (current round)

<b>Category</b>	<b>Total 2020/2021 Budget</b>	<b>June 2021 Funds Available</b>	<b>June 2021 Allocation</b>	<b>Balance</b>
<b>Total</b>	<b>\$50,000</b>	<b>\$30,750</b>	<b>\$13,290</b>	<b>\$17,460</b>

Funding is available in four categories:

1. **Start up / new**
  - Operating less than one year
  - 1-10 full time equivalent employees
  - Maximum grant per application \$3,000
2. **Small business**
  - 2-10 full time equivalent employees
  - Maximum grant per applicant \$5,000
3. **Medium business**
  - More than 10, but less than 20 full time equivalent employees
  - Maximum grant per applicant \$10,000
4. **Large business**
  - More than 20 full time equivalent employees
  - Maximum grant per applicant \$15,000

The applications received were assessed by a panel of five staff, from Economic Development, Community, Projects and Facilities, Recreation and Environment, applying the assessment criteria in the guidelines.

The successful applicants are required to enter into a Funding Agreement with Council that stipulates the conditions of the grant.

- Total funds available for applications: \$30,750
- Total of applications received: \$53,190
- Total of grants allocated: \$13,290

Eight applications were received in the **Start up/new business** category.

Business name	Details of assistance requested	Amount requested	Project expenditure	Amount recommended
Neon Horse Pty Ltd (Stanhope)	Purchase of additional fridge for the kitchen, outdoor heating, more tables to be built by Stanhope Men's Shed and to engage quality live music/local sound technician	\$3,000	\$6,000	\$3,000
Green Pedal Cycles (Echuca)	Purchase eight standard bicycles, social media training and advertising	\$3,000	\$10,342	\$0
Colbinabbin General Store Co-op Ltd (Colbinabbin)	Purchase of equipment, salad bar, chairs/tables for dine in customers and display shelving for local produce	\$3,000	\$8,000	\$3,000
@Pilates (Kyabram & Echuca)	Signage, website upgrade and internal fit out at Infinity Health Club, Kyabram and 52 Nish Street, Echuca	\$3,000	\$50,000	\$0
Kanyapella Goat (Koyuga)	Purchase of 24v 600w pure sine wave inverter to enable transport of gelato and goat products	\$2,290	\$2,290	\$2,290

<b>Business name</b>	<b>Details of assistance requested</b>	<b>Amount requested</b>	<b>Project expenditure</b>	<b>Amount recommended</b>
Capelli & Co by Mikayla (Rochester)	Purchase of more wash stations for the salon	\$3,000	\$6,000	\$0
Macy Jane Beauty (Rochester)	Signage (retrospective), courses and renewing of stock	\$3,000	\$5,000	\$0
Tiamo Twin Flame (Echuca)	Purchase of cheese making equipment	\$2,900	\$28,900	\$0
<b>TOTAL</b>		<b>\$23,190</b>	<b>\$116,532</b>	<b>\$8,290</b>

Two applications were received in the **Small business** category.

<b>Business name</b>	<b>Details of assistance requested</b>	<b>Amount requested</b>	<b>Project expenditure</b>	<b>Amount recommended</b>
Ironbark Apiaries (Rushworth)	Purchase of equipment to assist with processing and bottling honey	\$5,000	\$10,000	\$5,000
Thrive Wellness and Consulting (Echuca)	Tuition fees for upcoming recruitment of a Business Administrator (Certificate III)	\$5,000	\$9,000	\$0
<b>TOTAL</b>		<b>\$10,000</b>	<b>\$19,000</b>	<b>\$5,000</b>

Two applications were received in the **Medium business** category:

<b>Business name</b>	<b>Details of assistance requested</b>	<b>Amount requested</b>	<b>Project expenditure</b>	<b>Amount recommended</b>
Billabong Ranch Adventure Park Pty Ltd (Echuca)	Purchase of two new horses, marketing and souvenirs	\$10,000	\$25,000	\$0
Earthworks & Civil Construction (Echuca)	Renovation of office space to accommodate more staff	\$10,000	\$20,000	\$0
<b>TOTAL</b>		<b>\$20,000</b>	<b>\$45,000</b>	<b>\$0</b>

## 5. CONSULTATION

### Internal consultation:

- EMG

### External consultation:

- Not required

### Councillors:

- Not required

## 6. POLICY AND LEGISLATIVE IMPLICATIONS

Funds utilised for this program were allocated in the 2020/2021 budget.

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

The annual budget allocates funding for this Grants Program, funded projects contribute to the expansion of businesses, purchase of goods and services and improved employment outcomes.

## 8. ENVIRONMENTAL IMPLICATIONS

No impact

## 9. SOCIAL IMPLICATIONS

This funding provides support to local businesses used by, or for benefit of, Campaspe Shire residents.

## 10. RELEVANCE TO COUNCIL PLAN 2017-2021

### **Strategic Objective – Resilient Economy**

Diverse and growing economy with increased employment and investment opportunities, economic prosperity and community development.

### **STRATEGY 1**

Facilitate and enable local enterprise, support existing businesses and develop stronger business networks.

## 11. ISSUES AND RISK MANAGEMENT

### **Issues:**

Nil

### **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.

## 12. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

### 13. 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*.

### 14. INSTRUMENT OF DELEGATION

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

### 15. CONCLUSION

Council received 12 applications to the Business Assistance Grants Program. Council to approve four of these applications and advise all 12 applicants, successful and unsuccessful, in writing of their application outcome.

If approved, Council's contribution of \$13,290 will lead to the provision of business support projects to the value of \$26,290.

## **9.8 Buildings and Customer Service Centres Use of by the Public Policy**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
General Manager Corporate	Corporate		General Manager Corporate

#### 1. SUMMARY

Following the review of the Council Offices – Buildings & Customer Service Centre Use of by Public Policy, this report recommends that it be revoked.

#### 2. RECOMMENDATION

**That Council revoke Council Policy 010 Council Offices – Buildings & Customer Service Centre Use of by Public at attachment 9.8.1.**

#### 3. PURPOSE

**The purpose of this report is to provide Council with an overview of the policy review and recommend that the policy be revoked by Council.**

#### 4. DISCUSSION

The Council Offices – Buildings & Customer Service Centre Use of by Public Policy has been reviewed because it had passed its review date.

The review of this policy identified that the policy is procedural in nature and is not necessary for the use of Council buildings.

The contents of the attached policy are covered under leases, licences or management agreements that are in place for some Council Buildings or hire agreements for individual use.

Customer Service Centres have limited space and the operation of the sites does not support their hire. The revocation of this policy will remove any duplication and confusion with maintaining consistent policy statements across the various agreements that are in place to manage the hire of Council facilities.

## 5. CONSULTATION

### Internal consultation:

- Executive Management Group on 20 April 2021

### Councillors:

- Council Briefing Session on 12 May 2021

## 6. POLICY AND LEGISLATIVE IMPLICATIONS

There are no policy or legislative implications associated with this report.

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

There are no financial or economic implications associated with his report.

## 8. ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with this report.

## 9. SOCIAL IMPLICATIONS

There are no social implications associated with this report.

## 10. RELEVANCE TO COUNCIL PLAN 2017-2021

Responsible Management                      Council policies assist with establishing guidelines, effective decision making and being accountable to the community.

## 11. ISSUES AND RISK MANAGEMENT

### Issues:

Nil

### 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.

## 12. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 13. 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*.

## 14. INSTRUMENT OF DELEGATION

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

## 15. CONCLUSION

The Council Offices – Buildings & Customer Service Centre Use of by Public Policy was overdue for review. Having completed the review it was identified that it was procedural in nature and the content is covered in other agreements such as leases, licences, management agreements or hire agreements. It is recommended that the policy be revoked by Council.

## 16. ATTACHMENTS

9.8.1 Policy 010: Buildings & Customer Service Centre Use of by Public

### 9.9 Development Contributions Policy

Author	Department	Manager	General Manager
Manager Assets	Assets	Daniel Basham	General Manager Infrastructure

#### 1. SUMMARY

Campaspe Shire Council (Council) controls the standards for infrastructure assets in its community with a mind to the whole of life costs of maintaining/managing them. Council will ensure that no costs for infrastructure, required to support any new development, are imposed on current local residents affected by the development.

This policy provides guidance to developers, Council's Assets and Planning & Building Departments when determining the extent to which a developer should provide, or contribute towards the cost of, works to appropriately service their development.

The Developer Contributions to Works Policy has been reviewed based on previous versions of Policy 130.

#### 2. RECOMMENDATION

**That Council adopt Policy 130: Developer Contributions to Works.**

#### 3. PURPOSE

**To seek adoption of Policy 130: Developer Contributions to Works.**

#### 4. DISCUSSION

When considering the extent to which a proposed development requires the provision of, or payment towards, works the following matters must be considered:

- The impact of the proposed development on Council's existing infrastructure, if any, which will service the development i.e. does the existing infrastructure have the capacity to cater for the additional loading to be imposed on it by the new development. If not, the developer may be required to make a cash contribution towards the future upgrade of existing infrastructure, which will be required as a result of the new development.
- The condition, capacity and design standard of any existing infrastructure and/or required infrastructure within and/or abutting the development. The requirements of the Infrastructure Design Manual will give guidance in this consideration.
- Other landowners (including Council) that would benefit from the provision of new works or the upgrading of existing infrastructure required as a result of the proposed development.

- The zoning of adjoining land and extent of any surrounding future development, including the likelihood that development will take place in the foreseeable future e.g. existing houses on large allotments in existing residential areas which can be subdivided in the future.
- The recommendations contained in any traffic impact assessment report, drainage concept design or any other report prepared to determine the requirements for the provision of works and the impacts on existing infrastructure.
- The timing and staging of the proposed development, including having regard to Council or other benefitting landowner's ability to contribute to the costs of any works.

## **5. OPTIONS**

### Option 1: Adoption of Policy 130: Developer Contributions to Works as presented

This option is recommended by officers.

### Option 2: Adoption of Policy 130: Developer Contributions to Works with changes

This option is not recommended by officers.

### Option 3: Not adopt Policy 130: Developer Contributions to Works.

This option is not recommended by officers.

## **6. CONSULTATION**

### Internal consultation:

- April 2021 Asset Department.
- May 2021 Executive Management Group.

## **7. POLICY AND LEGISLATIVE IMPLICATIONS**

This policy is consistent with the Infrastructure Design Manual ('IDM'), which is a joint initiative of Victorian rural and regional Councils working together to formulate and maintain a set of consistent requirements and standards for the design and development of infrastructure.

## **8. FINANCIAL AND ECONOMIC IMPLICATIONS**

Council will receive a benefit from the provision of new works or the upgrade of existing works. Council may contribute to the works however, this would be contingent on Council having available funding and the benefit(s) being clearly defined and measurable.

## **9. ENVIRONMENTAL IMPLICATIONS**

If any works are planned, consideration will be given to any environmental sustainability issues and consideration of mitigation and planning in accordance with Section 9(2)(c) of Local Government Act 2020.

## **10. SOCIAL IMPLICATIONS**

Council will ensure no costs of infrastructure required to support any new development are imposed on local residents affected by the development.

## 11. RELEVANCE TO COUNCIL PLAN 2017-2021

This Policy supports Council's key priorities:

- Ensuring sound financial management.
- Building strong partnerships with and for the benefit our community.
- Developing and supporting multi use infrastructure.

## 12. ISSUES AND RISK MANAGEMENT

### Issues:

Nil

### 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.

## 13. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 14. 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*.

## 15. INSTRUMENT OF DELEGATION

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

## 16. CONCLUSION

This report seeks Council's adoption of Policy 130: Developer Contributions to Works to ensure that:

- Council will control the standards for infrastructure assets in its community with a mind to the whole of life costs of maintaining/managing them.
- no costs, for infrastructure required to support any new development, are imposed on current local residents affected by the development.

## 17. ATTACHMENTS

9.9.1 Policy 130: Developer Contributions to Works

## **9.10 Directional Signs Policy**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Manager Assets	Assets	Daniel Basham	General Manager Infrastructure

### **1. SUMMARY**

The Campaspe Shire Council (Council) promotes signage for community benefit, tourism, economic development and wayfinding. Council will ensure that the number, size, colour, and location of signs do not interfere with road safety.

This policy provides all individuals, organisations and businesses with all the criteria when seeking directional signage for community and tourist facilities, including standards, number permitted, costs, maintenance and removal.

The Direction Signs – Community Facilities and Tourist Facilities Policy has been reviewed based on the previous versions of Policy 053.

### **2. RECOMMENDATION**

**That Council adopt Policy 053 Direction Signs – Community Facilities and Tourist Facilities.**

### **3. PURPOSE**

**To seek adoption of Policy 053 Direction Signs – Community Facilities and Tourist Facilities.**

### **4. DISCUSSION**

This policy applies to all individuals, organisations and businesses requesting directional signage within the municipality. This applies to directional signs on arterial roads, as defined in the *Road Management Act 2004*, and local roads.

All applications for directional signage for tourist facilities will be assessed against the control and eligibility criteria outlined in the *Vic Roads Tourist Signing Guidelines* and criteria outlined in *VicRoads Additional Network Standards and Guidelines – Community Information Signs*, except when more stringent or localised controls are specified by this Policy.

Council will forward applications for direction signage on arterial roads to VicRoads for their assessment and approval.

### **5. OPTIONS**

Option 1: Adoption of Policy 053 Direction Signs – Community Facilities and Tourist Facilities as presented

This option is recommended by officers.

Option 2: Adoption of Policy 053 Direction Signs – Community Facilities and Tourist Facilities with changes

This option is not recommended by officers.

Option 3: Not adopt Policy 053 Direction Signs – Community Facilities and Tourist Facilities.

This option is not recommended by officers.

## 6. CONSULTATION

### Internal consultation:

- April 2021 Asset Department.
- May 2021 Executive Management Group.

## 7. POLICY AND LEGISLATIVE IMPLICATIONS

The policy as presented applies to directional signs which are to be located on arterial roads, as defined in the Road Management Act 2004

All applications for directional signage for tourist facilities will be assessed against the control and eligibility criteria outlined in the *Vic Roads Tourist Signing Guidelines* and criteria outlined in *VicRoads Additional Network Standards and Guidelines – Community Information Signs*, except when more stringent or localised controls are specified by Policy 053.

## 8. FINANCIAL AND ECONOMIC IMPLICATIONS

Council will meet the cost of signage approved for Community Facilities.

A tourist facility must pay Council the cost of purchasing, installing, erecting and the maintenance of directional signage.

## 9. ENVIRONMENTAL IMPLICATIONS

If any installation works are planned, consideration will be given to any environmental sustainability issues and consideration of mitigation and planning in accordance with Section 9(2)(c) of Local Government Act 2020.

## 10. SOCIAL IMPLICATIONS

This Policy allows for signage that will promote community benefit, tourism, economic development and wayfinding.

## 11. RELEVANCE TO COUNCIL PLAN 2017-2021

This Policy supports Council's key priorities:

- Increased communication and community engagement with our community
- Building strong partnerships with and for the benefit our community

## 12. ISSUES AND RISK MANAGEMENT

### Issues:

Nil

### 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.

## 13. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**14. 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*.

**15. INSTRUMENT OF DELEGATION**

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

**16. CONCLUSION**

The Campaspe Shire Council (Council) promotes signage for community benefit, tourism, economic development and wayfinding. Council will ensure that the number, size, colour, and location of signs do not interfere with road safety.

This report seeks Council's adoption of Policy 053 Direction Signs – Community Facilities and Tourist Facilities.

**17. ATTACHMENTS**

9.10.1 Policy 053: Direction Signs – Community Facilities and Tourist Facilities.

## **9.11 Property and Building Signage Policy**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Manager Assets	Assets	Daniel Basham	General Manager Infrastructure

### **1. SUMMARY**

Campaspe Shire Council's (Council) Signage Policy (the Policy) ensures that an integrated, consistent, and appealing approach is applied to all site and street signage (including advertising and banners) throughout Council's managed property and buildings.

Council receives requests from users of these facilities for the installation of signage pertaining to user information and/or sponsorship acknowledgement. It is important that any signs installed are of a professional standard and complement the Council's branding.

Policy 185: Signage Policy Council Facilities is a new policy for adoption.

### **2. RECOMMENDATION**

**That Council adopt Policy 185: Signage Policy Council Facilities.**

### **3. PURPOSE**

To seek adoption of Policy 185: Signage Policy Council Facilities.

### **4. DISCUSSION**

All Council signage and advertising must be:

- Compatible with the visual character of the property or building.
- Designed and installed to provide effective communication in suitable locations.
- Of a high-quality design and finish.
- Constructed, installed, and maintained to essential safety standards.
- Meet any legislative, regulatory, or planning requirements.
- Approved by the appointed Council Service Manager, and or Public Land managers.

Statutory signage that complies to Australian Standards is permitted.

The signage policy aims to ensure that a thoroughly integrated and appealing approach is applied to the Council managed precinct. It applies to all users looking to establish a visual presence within Council managed property and buildings.

The overall objective of the policy is to meet the signage and visibility needs of users while maximising and standardising the design aesthetics of the property and buildings precinct.

When assessing an application for a sign, Council will also refer to signage guidelines applied elsewhere in the municipality.

### **5. OPTIONS**

Option 1: Adoption of Policy 185: Signage Policy Council Facilities as presented

This option is recommended by officers.

Option 2: Adoption of Policy 185: Signage Policy Council Facilities with changes

This option is not recommended by officers.

Option 3: Not adopt Policy 185: Signage Policy Council Facilities.

This option is not recommended by officers.

## **6. CONSULTATION**

### Internal consultation:

- April 2021 Asset Department.
- May 2021 Executive Management Group.

## **7. POLICY AND LEGISLATIVE IMPLICATIONS**

The policy as presented satisfies the requirements of The Local Government Act 2020.

## **8. FINANCIAL AND ECONOMIC IMPLICATIONS**

(The full cost of installation, preparation, maintenance, and removal of all signage is to be borne by the applicant (user). Should damage to a Council asset occur as a result of the installation, maintenance or removal of any signage, the user will be charged the full cost of any rectification works required.

## **9. ENVIRONMENTAL IMPLICATIONS**

If any installation works are planned, consideration will be given to any environmental sustainability issues and consideration of mitigation and planning in accordance with Section 9(2)(c) of Local Government Act 2020.

## **10. SOCIAL IMPLICATIONS**

The purpose of the policy is to meet the signage and visibility needs of all users while maximising and standardising the design aesthetics of Council managed assets.

## **11. RELEVANCE TO COUNCIL PLAN 2017-2021**

This Policy supports Council's key priorities:

- Increased communication and community engagement with our community
- Building strong partnerships with and for the benefit our community

## **12. ISSUES AND RISK MANAGEMENT**

### **Issues:**

Nil

### **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.

**13. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**14. 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*.

**15. INSTRUMENT OF DELEGATION**

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

**16. CONCLUSION**

Policy 185 ensures an integrated, consistent, and appealing approach is applied to all site and street signage (including advertising and banners) throughout Council managed property and buildings.

The purpose of the policy is to meet the signage and visibility needs of all users while maximising and standardising the design aesthetics of Council managed assets. It is recognised that a particular location may reach a saturation point and it would then be appropriate to consider limitations or a moratorium of future signage installations at a certain location.

This report seeks Council's adoption of Policy 185: Signage Policy Council Facilities.

**17. ATTACHMENTS**

9.11.1 Policy 185: Signage Policy Council Facilities.

**9.12 Tree Planting Policy**

Author	Department	Manager	General Manager
Manager Assets	Assets	Daniel Basham	General Manager Infrastructure

**1. SUMMARY**

Campaspe Shire Council (CSC) recognises that trees, plantings and garden beds are valuable community assets that positively impact the amenity and wellbeing of the Campaspe community.

CSC will ensure that when considering the social, environmental, financial and organisational impacts of any decision they will also properly consider the impact on Council's services and the assets that support them.

The Trees, Plantings and Garden Beds in Campaspe Policy has been created based on reviewing and combing the following policies:

046	Removal of street and naturestrip trees	(to be revoked)
106	New or replacement street tree	(to be revoked)
108	Naturestrip plantings & garden beds in urban areas	

These three policies now become:

108 Trees, Plantings and Garden Beds in Campaspe

## 2. RECOMMENDATION

**That Council adopt the Policy 108 Trees, Plantings and Garden Beds in Campaspe.**

## 3. PURPOSE

**To seek adoption of Policy 108 Trees, Plantings and Garden Beds in Campaspe.**

## 4. DISCUSSION

The purpose of this policy is to establish criteria to facilitate new, replacement or removal of trees, plantings and garden beds within the Municipality.

CSC recognises that trees, plantings and garden beds are valuable community assets that positively impact the amenity and wellbeing of the Campaspe community. Trees, plantings and garden beds are the most significant form of vegetation used in the urban landscape. They benefit residents and visitors through improved health and well-being cultural values, tourism, shade and sense of place while providing environmental benefits through urban cooling, air pollution removal, reduce wind, healthy soils and carbon storage.

## 5. OPTIONS

Option 1: Adoption of Policy 108 Trees, Plantings and Garden Beds in Campaspe as presented

This option is recommended by officers.

Option 2: Adoption of Policy 108 Trees, Plantings and Garden Beds in Campaspe with changes

This option is not recommended by officers.

Option 3: Not adopt Policy 108 Trees, Plantings and Garden Beds in Campaspe

This option is not recommended by officers.

## 6. CONSULTATION

Internal consultation:

- May 2021 Asset Manager.
- May 2021 Executive Management Group.

## 7. POLICY AND LEGISLATIVE IMPLICATIONS

The Local Government Act 2020 The policy as presented satisfies the requirements of The Local Government Act 2020.

## 8. FINANCIAL AND ECONOMIC IMPLICATIONS

No impact.

## 9. ENVIRONMENTAL IMPLICATIONS

No impact.

**10. SOCIAL IMPLICATIONS**

No impact.

**11. RELEVANCE TO COUNCIL PLAN 2017-2021**

This report supports Responsible Management by establishing guidance in relation to the sustainable management of Council assets.

**12. ISSUES AND RISK MANAGEMENT****Issues:**

Nil

**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.

**13. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**14. 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*.

**15. INSTRUMENT OF DELEGATION**

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

**16. CONCLUSION**

This report seeks Council's adoption of Policy 108 Trees, Plantings and Garden Beds in Campaspe.

**17. ATTACHMENTS**

9.12.1 Policy 108: Trees, Plantings and Garden Beds in Campaspe

**9.13 Memorials Policy**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Manager Assets	Assets	Daniel Basham	General Manager Infrastructure

**1. SUMMARY**

Campaspe Shire Council (Council) recognises that members of the community may wish to use public open space or other Council owned or managed land to commemorate a person or group of people through a memorial or plaque.

This policy has been developed acknowledging that, while memorials can enrich public spaces and are important for particular individuals and groups of people, they also need to be carefully considered to ensure that they do not negatively impact on these spaces.

The new Policy 063 has been developed based on reviewing the original Policy 063: Ceremonial Tree Plantings and expanding it to consider all memorials.

**2. RECOMMENDATION**

**That Council adopt Policy 063: Memorials.**

**3. PURPOSE**

**To seek adoption of Policy 063: Memorials.**

**4. DISCUSSION**

Council recognises memorials as being a minor structure such as a park bench or picnic table, plaque, creative works, or symbolic relics such as a cross or portrait which are small in size and non-intrusive.

The purpose of the policy is to provide guiding principles for the installation of memorials on land, or property, owned or managed by Council.

Memorials can be installed if they meet the following criteria:

- demonstrated community significance or benefit.
- justifiable and supported by objective evidence.
- not adversely impact or impede Council service delivery.
- not adversely impact on recognition of traditional owners' other local historical memorials in the nominated location.

Memorials will be registered in Council's Asset Register as a non-Council asset.

## 5. OPTIONS

### Option 1: Adoption of Policy 063: Memorials.as presented

This option is recommended by officers.

### Option 2: Adoption of Policy 063: Memorials with changes

This option is not recommended by officers.

### Option 3: Not adopt Policy 063: Memorials.

This option is not recommended by officers.

## 6. CONSULTATION

### Internal consultation:

- April 2021 Asset Department.
- May 2021 Executive Management Group.

## 7. POLICY AND LEGISLATIVE IMPLICATIONS

This policy is consistent with the Infrastructure Design Manual ('IDM'), which is a joint initiative of Victorian rural and regional Councils working together to formulate and maintain a set of consistent requirements and standards for the design and development of infrastructure.

## 8. FINANCIAL AND ECONOMIC IMPLICATIONS

Nil.

## 9. ENVIRONMENTAL IMPLICATIONS

If any works are planned, consideration will be given to any environmental sustainability issues and consideration of mitigation and planning in accordance with Section 9(2)(c) of Local Government Act 2020.

## 10. SOCIAL IMPLICATIONS

Council will ensure no costs of infrastructure required to support any new development are imposed on local residents affected by the development.

## 11. RELEVANCE TO COUNCIL PLAN 2017-2021

This Policy supports Council's key priorities:

- Building strong partnerships with and for the benefit our community.

## 12. ISSUES AND RISK MANAGEMENT

### Issues:

Nil

### 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.

**13. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**14. 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*.

**15. INSTRUMENT OF DELEGATION**

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

**16. CONCLUSION**

This report seeks Council's adoption of Policy 063: Memorials which:

- Provides for a community to use public open space or other Council owned or managed land to commemorate a person, group of people or an event by way of a memorial.
- Ensures approval of memorials is subject to an assessment of merit and benefit to the community and of the impact on service delivery/standards at the facility or property.

**17. ATTACHMENTS**

9.13.1 Policy 063: Memorials.

**9.14 Model Litigant Policy**

Author	Department	Manager	General Manager
Manager Governance and Strategy	Governance and Strategy		CEO

**1. SUMMARY**

The Model Litigant Policy ensures that Council and its agents act in a manner that is fair and reasonable when dealing with matters involving members of the public before and during litigation proceedings.

**2. RECOMMENDATION**

**That Council adopt the Model Litigant Policy as per attachment 9.14.1**

**3. PURPOSE**

**To inform Council of the outcomes of a review of the Council Policy 145 – Model Litigant Policy.**

#### 4. DISCUSSION

The aim of this policy is to comply with the requirements of the *Civil Procedure Act 2010* and the Model Litigant principle to ensure that the highest standards of propriety and ethics are met when dealing with matters involving members of the public before and during litigation proceedings.

The policy outlines at:

*Council will act honestly and fairly in handling claims and litigation by:*

- a. *Dealing with claims promptly and not causing unnecessary delay in the handling of claims and litigation;*
- b. *Paying legitimate claims without litigation, including making partial settlements of claims or interim payments, when it is clear that liability is at least as much as the amount to be paid;*
- c. *Acting consistently in the handling of claims and litigation;*
- d. *Endeavouring to avoid litigation wherever possible by the use of alternative dispute resolution processes;*
- e. *When it is not possible to avoid litigation, keeping the costs of litigation to a minimum by:*
  - i. *Not requiring the other party to prove a matter which the Council or an agency knows to be true;*
  - ii. *Not contesting liability if the Council or an agency knows that the dispute is really about quantum;*
- f. *Not taking advantage of a claimant who lacks the resources to litigate a legitimate claim;*
- g. *Not relying on technical defences, unless the interest of the Council would be prejudiced by the failure to comply with a particular requirement;*
- h. *Not undertaking and pursuing appeals, unless the Council believes it has reasonable prospects for success or the appeal is otherwise justified in the public interest;*
- i. *Apologising where the Council is aware that it, or its lawyers, has acted wrongfully or improperly.*

A review of the policy has affirmed that the remains current. The policy format and layout has been updated to reflect the current policy template.

#### 5. CONSULTATION

Internal consultation:

- EMG

Councillors:

- 09 06 2021 Council Briefing Session.

#### 6. POLICY AND LEGISLATIVE IMPLICATIONS

Section 9(2)(a) of *Local Government Act 2020* requires that *Council decisions are to be made and actions taken in accordance with the relevant law*. The Model Litigant Policy supports Council efforts in the application of this overarching governance principle.

*Civil Procedure Act 2010*

#### 7. FINANCIAL AND ECONOMIC IMPLICATIONS

No impact.

**8. ENVIRONMENTAL IMPLICATIONS**

No impact.

**9. SOCIAL IMPLICATIONS**

No impact.

**10. RELEVANCE TO COUNCIL PLAN 2017-2021**

Adoption of the Model Litigant Policy ensure good governance and aligns to the objectives of “Responsible Management”.

**11. ISSUES AND RISK MANAGEMENT****Issues:**

Nil.

**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.

**12. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**13. 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*.

**14. INSTRUMENT OF DELEGATION**

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

**15. ATTACHMENTS**

9.14.1 Policy 145: Model Litigant

## **9.15 Small Business Friendly Council Charter**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Economic Development Manager	Community	Manager Community Development	General Manager Community

### **1. SUMMARY**

The Victorian Small Business Commission has requested that Campaspe Shire Council (Council) sign the Small Business Friendly Council Charter and support small businesses.

### **2. RECOMMENDATION**

**That Council agree to sign the Small Business Friendly Council Charter and partner with the Victorian Small Business Commissioner to increase support to small businesses in Campaspe Shire.**

### **3. PURPOSE**

**To agree to sign the Small Business Friendly Council Charter and partner with the Victorian Small Business Commissioner.**

### **4. DISCUSSION**

The Victorian Small Business Commission (VSBC) created the Small Business Friendly Council (SBFC) initiative in partnership with local councils to provide small business owners with the support they need to do business. The [Small Business Friendly Charter](#) outlines shared goals for the VSBC and participating local councils in working together to create a fair and competitive trading environment for small businesses.

When signing the Charter, local councils are making important commitments including to:

- pay small business supplier invoices within 14 days
- support local businesses in managing the disruption caused by infrastructure projects
- streamline approval processes for people looking to open a business in the area
- help establish and support local business networks.

Of the 79 Victorian Councils, 55 have already committed to signing the charter and supporting small businesses.

Council participated in the State Government's Better Approvals Project in late 2019, with a project team which included representation from Planning and Building, Communications, Customer Service, Economic Development, Information Technology, Local Laws and Environmental Health.

The Better Approvals Project provided a number of areas for improvement and actions derived from these have been implemented.

Council pays invoices upon receipt, provided that there is a valid Purchase Order in the system and that the relevant staff member has confirmed the goods/services have been received i.e. invoices are usually paid within 14 days.

Council's community engagement model ensures that local businesses impacted by infrastructure projects receive regular communication and project updates. Careful consideration is also given to the timing of works.

For people looking to open a business in Campaspe, Council has systems in place to flag business approvals and depending on how the enquiry comes into to Council, dictates how it is actioned and/or

referred. As an example, if the enquiry is raised through the Planning or Environmental Health then it would appear on a weekly *Better Approvals report*.

Campaspe has three business networks currently operating which are EMB2B, Kyabram Chamber of Commerce and the Rochester Business Network. In terms of support, Council do not provide any ongoing funding support to these organisations, but staff attend monthly meetings (upon invitation) to represent Council, provide details of any training workshops/funding opportunities etc. and relevant Council information. This provides a link back to Council as a whole, for follow up queries etc.

## 5. OPTIONS

### Option 1: Agree to sign the Charter

Sign the Small Business Friendly Council Charter and partner with the Victorian Small Business Commission to increase support to small businesses in Campaspe Shire.

This option is recommended by officers.

### Option 2: Decline to sign the Charter

Decline the offer to sign the Small Business Friendly Council Charter and partner with the Victorian Small Business Commission.

This option is not recommended by officers.

## 6. CONSULTATION

### Internal consultation:

- Finance Manager
- Manager Customer Service
- General Manager Community

### External consultation:

- Rochester Business Network (RBN)
- Kyabram Chamber of Commerce
- EMB2B

## 7. POLICY AND LEGISLATIVE IMPLICATIONS

The current policy and procedures around procurement and community engagement support participation in the Charter proposed.

## 8. FINANCIAL AND ECONOMIC IMPLICATIONS

No impact for Council, but supporting small business supports local economic activity.

## 9. ENVIRONMENTAL IMPLICATIONS

Nil

## 10. SOCIAL IMPLICATIONS

Nil

## 11. RELEVANCE TO COUNCIL PLAN 2017-2021

One of the five themes of the 2017-2021 Council Plan is a Resilient Economy, which is diverse and growing with increased employment and investment opportunities. The strategies identified in achieving this goal which relate to small business are as follows;

1. Facilitate and enable local enterprise
2. Develop strong business networks
3. Promote competitive advantages
4. Support tourism opportunities

## 12. ISSUES AND RISK MANAGEMENT

### Issues:

#### Issue 1: Customer feedback

Council has no formal mechanism to obtain customer feedback regarding the prompt payment of invoices, but presumes cash flows benefit the business.

### 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.

## 13. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 14. 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*.

## 15. INSTRUMENT OF DELEGATION

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

## 16. CONCLUSION

With over 3,000 businesses in Campaspe, business is an important part of the local economy.

Maintaining a prompt payment scheme, together with the timely provision of information, advice and support, and assistance navigating Council planning and regulatory functions, improves the 'ease of doing business' in Campaspe, helps encourage new business and increases investor confidence.

## 17. ATTACHMENT

9.15.1 Small Business Friendly Council Charter Agreement

## 10. Council Information

### 10.1 Letters of Appreciation

The following have been received:

- Echuca Moama Arts Initiative Inc. – thank you for the prompt response to the request for the rectification of lighting in the Foundry Arts Space and the upgrade to energy efficient environmental LED light fittings. It is very much appreciated that this changeover was carried out with very little disturbance to the running of the gallery.
- Campaspe Valley Bowls Division – the 2020/2021 Women’s Country Bowls Carnival Committee express their gratitude and support for the grant received to host a very successful carnival in Echuca/Moama in April.
- Campaspe East Timor Association in Friendship – thank you for the generous donation towards the Timor Flood Appeal. This donation will be used in the most practical ways to assist those most in need as a result of the catastrophic floods affecting Timor.
- Rushworth P-12 College - thank you to Ben Hearn, Youth Engagement Officer for supporting the recent Youth event, Friday Fun Day, held at our college. The students all had a wonderful afternoon enjoying the many activities on show and scrumptious barbecue lunch. The enjoyment of the afternoon was enhanced by our wonderful local supports in the community.

#### RECOMMENDATION

**That Council note the letters of thanks and appreciation as listed.**

### 10.2 Responsive Grants

Author	Department	Manager	General Manager
Executive Assistant Community	Community		General Manager Community

#### 1. SUMMARY

That Council note one successful application to the Responsive Grants Program.

#### 2. RECOMMENDATION

**That Council note the following application has been approved in accordance with the Responsive Grants Program criteria and the applicant has been advised in writing:**

- **Wyuna Community Memorial Hall Inc. – to assist with costs with a celebration – 101 years of Wyuna Memorial Hall, \$1,000**

#### 3. PURPOSE

**To note the outcome of the Responsive Grants Program application considered in accordance with the grant guidelines and criteria.**

#### 4. DISCUSSION

The Responsive Grants Program provides funding for community initiatives and has guidelines for applications submitted to council.

This month, the following applications have been received:

Wyuna Community Memorial Hall Inc. – to assist with costs associated with hosting a celebration of 101 year of Wyuna Memorial Hall to be held 30 May 2021.

The event will be open to all residents of the Campaspe Shire with personal invitations sent to those who live in or have close connections to Wyuna.

The opportunity to have a 100-year celebration of this facility, which is central to the community, was missed due to COVID restrictions in place at the time.

The event creates an opportunity for the community to come together in a social setting to escape the pressures of life coming out of COVID.

Organisation	Amount	Amount Recommended	Purpose	Comment
Wyuna Community Memorial Hall Inc.	\$1,000	\$1,000	To assist with costs associated with a celebration – 101 years of Wyuna Memorial Hall to be held 30 May 2021	Approved by CEO  To assist with catering costs for the celebration which will be provided free of charge to those in attendance. The event is outside the Community Event Sponsorship Program timeframes as it is to be held on 30 May and has no other avenue of funding from Council.

<b>Fund Balance Prior to application approval:</b>	\$21,600
<b>Funding approved:</b>	\$1,000
<b>2020/2021 Fund Balance: (16 June 2021)</b>	\$20,600

#### 5. CONSULTATION

Internal consultation:

- Not required

External consultation:

- Not required

Councillors:

- Not required

#### 6. POLICY AND LEGISLATIVE IMPLICATION

Funds utilised for this program were budgeted in the 2020/2021 financial year.

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

The annual budget allocates funding for Responsive Grants Program requests for community initiatives.

## 8. ENVIRONMENTAL IMPLICATIONS

No impact

## 9. SOCIAL IMPLICATIONS

This funding provides support to community groups and organisations to provide a service, program or activity used by, or for benefit of Campaspe Shire residents.

## 10. RELEVANCE TO COUNCIL PLAN 2017-2021

### Strategic Objective – Strong and Engaged Communities

Services, programs and advocacy enable improved health, wellbeing and safety of our community

### STRATEGY 3

Enable residents to be active and engaged in their community and support participation in artistic, cultural, sporting and leisure opportunities.

## 11. ISSUES AND RISK MANAGEMENT

### Issues:

The current coronavirus pandemic may impact the commencement of some projects. This will be worked through with individual organisations regarding the projects concerned and restrictions imposed at the time.

### 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.

## 12. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 13. 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*.

## 14. INSTRUMENT OF DELEGATION

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

## 15. CONCLUSION

Council received one application to the Responsive Grants Program. Council to note that this application has been successful.

### **10.3 Community Event Sponsorship**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Executive Assistant Community	Community		General Manager Community

#### **1. SUMMARY**

That Council note one successful application for Community Event Sponsorship.

#### **2. RECOMMENDATION**

**That Council note the following grant was approved in accordance with the Community Event Sponsorship criteria and the applicant advised in writing:**

- **Girgarre Community Group Inc. – to assist with the cost associated with the Girgarre Open Garden Festival to be held 23 - 24 October 2021, \$1,000**

#### **3. PURPOSE**

**To note the outcome of the Community Event Sponsorship application considered in accordance with the grant guidelines and criteria.**

#### **4. DISCUSSION**

The Community Event Sponsorship program offers financial support to not for profit community organisations, groups and associations to operate events that contribute to the municipality and support Council's vision.

The program has guidelines for applications submitted to Council.

This month the following application has been received:

#### **Girgarre Community Group Inc.**

Requested \$1,000, to assist with the cost of an Open Garden Festival to be held 23 – 24 October 2021.

The Open Garden Festival is an annual event on the Girgarre Event Calendar – providing a showcase of multiple and diverse gardens, open to the public to enjoy, with artists, musicians and a high tea to be held at Bonshaw Estate.

The event enables residents to be active and engaged in their community by inviting residents and visitors to admire their gardens.

This year the festival will see five homes involved in showcasing their gardens.

The Campaspe Shire logo will be used on all promotional material relating to the event, including website and social media.

The application has been submitted within the required three-month notification period, the event being scheduled for 23-24 October 2021.

Organisation	Amount	Amount Recommended	Purpose	Comment
Girgarre Community Group Inc.	\$1,000	\$1,000	To assist with the cost of an Open Garden Festival to be held 23 – 24 October 2021.	<p>Approved by CEO</p> <p>The event attracts people to Girgarre, locally and from regional Victoria.</p> <p>Five homes will open their gardens to the community</p> <p>This event was not held in 2020 due to COVID restrictions and this year will be hosted in-line with COVID guidelines and restrictions in place at the time.</p> <p>Any profit made from the Open Garden Festival will be used to fund the Girgarre Community Car (which transports the elderly and infirmed to medical appointments) and the growth of the Gargarro Botanical Gardens.</p>

<b>Events Sponsorship Program fund balance prior to this application:</b>	\$2,400
<b>Requested Funding:</b>	\$1,000
<b>Funding amount recommended:</b>	\$1,000
<b>2020/2021 Fund Balance: (16 June 2021)</b>	\$1,400

Council's contribution of \$1,000 will lead to the provision of an event to the approximate value of \$4,500.

## 5. CONSULTATION

### Internal consultation:

- Grants Panel
- EMG

### External consultation:

- Not required

### Councillors:

- Not required.

## 6. POLICY AND LEGISLATIVE IMPLICATIONS

Funds utilised for this program were budgeted in the 2020/2021 Budget.

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

The annual budget allocates funding for the Community Event Sponsorship Program requests for community initiatives.

## 8. ENVIRONMENTAL IMPLICATIONS

No Impact

## 9. SOCIAL IMPLICATIONS

This funding provides support to community groups and organisations to provide events for the benefit of Campaspe Shire residents.

## 10. RELEVANCE TO COUNCIL PLAN 2017-2021

### Strategic Objective – Strong and Engaged Communities

Services, programs and advocacy enable improved health, wellbeing and safety of our community

### STRATEGY 3

Enable residents to be active and engaged in their community and support participation in artistic, cultural, sporting and leisure opportunities.

## 11. ISSUES AND RISK MANAGEMENT

### Issues:

The current coronavirus pandemic may impact the commencement of some projects. This will be worked through with individual organisations regarding the projects concerned and restrictions imposed at the time.

### 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.

## 12. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares

## 13. 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*.

## 14. INSTRUMENT OF DELEGATION

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

## 15. CONCLUSION

Council received one application to the Community Event Sponsorship Program. Council to note that this application was successful.

## **10.4 Creative Active Recovery Grants**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Executive Assistant Community	Community		General Manager Community

### **1. SUMMARY**

As part of COVID-19 recovery, Council launched the one-off grant program and is calling for innovative ideas from creative businesses and artists to activate public spaces. This report is for Council to note two successful applications and one unsuccessful application to the Grant Program.

### **2. RECOMMENDATION**

**That Council:**

- Note the following grants have been approved in accordance with the Creative Active Recovery Grants Program guidelines and the applicants advised in writing:**

**Girgarre Development Group Inc – towards enhancement of the Sound Walk in Girgarre (the composition of two scores of music, creating an instrument from recycled objects and a performance for the community) to be held in June, \$2,500**

**Stilt walkers – to carry out four roving stilt sets through the historic area of Echuca and six circus workshops in the Cargo Shed over the Queen’s Birthday long weekend (12 – 13 June 2021), \$5,000**

- Note the following grant has not been approved in accordance with the Creative Active Recovery Grants Program guidelines and the applicant advised in writing:**

**Cocoloco – towards a series of pop-up performances in Rochester, Kyabram, Girgarre and possibly Echuca.**

### **3. PURPOSE**

**To note the outcomes of the Creative Active Recovery Grants Program applications, which were considered in accordance with the grant guidelines and criteria.**

### **4. DISCUSSION**

As part of COVID-19 recovery, Council launched a Creative Active Recovery Grant program and has been calling for innovative ideas from creative businesses and artists to activate public spaces.

This grant program is dedicated to supporting talented groups and individuals from inside and outside Campaspe Shire boundaries who have been unable to work due to COVID-19 impacts such as cancelled events, lack of resourcing, restrictions on leaving the home or public gatherings, and venue closures.

This month the following applications have been approved:

**Girgarre Development Group Inc.** – to assist with an interactive musical project through the creation of a unique musical instrument from recycled objects, to complement the instruments already in place in the Sound Walk, a performance and community barbecue at the completion of the creation and the composition of two scores of music.

The sound trail will also feature in future events such as Jigarre Jammin’ and the Moosic Muster.

**Stilt walkers** – for roving stilt walkers throughout the historic area of Echuca to entertain residents and visitors as well as hold a number of workshops to teach the fun skills of juggling scarves and balls and hula hooping.

The roving stilt sets (2 stilt walkers) are 45 minutes each and are proposed on Saturday, 12 June and Sunday, 13 June at 11am and 12.30pm.

The free workshop sets are 40 minutes each and are open to the general public to participate. Each workshop caters for up to 16 people at a time and are proposed on Saturday, 12 June and Sunday, 13 June at 2pm and Monday, 14 June at 10am, 11am and 12.30pm.

The following application was not approved as it did not meet the guidelines of the Creative Active Recovery Grants Program.

**Cocoloco, Wilston** – to assist with a series of pop up performances to be held in Rochester, Kyabram, Gargarre and possibly Echuca. This series of performances to be held over one weekend.

The application was unsuccessful as it lacked detail in relation to performance content, times and local partnerships.

## 5. CONSULTATION

### Internal consultation:

- Staff in the Community Division

### External consultation:

- Not required

### Councillors:

- Not required

## 6. POLICY AND LEGISLATIVE IMPLICATIONS

No impact

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

Funds utilised for this program were budgeted in the 2020/2021 Event Support – Service Level contributions which has events that have not been undertaken due to covid restrictions.

## 8. ENVIRONMENTAL IMPLICATIONS

No impact

## 9. SOCIAL IMPLICATIONS

This funding provides support to talented groups and individuals from inside and outside Campaspe Shire boundaries who have been unable to work due to COVID-19 impacts such as cancelled events, lack of resourcing, restrictions on leaving the home or public gatherings, and venue closures.

## **10. RELEVANCE TO COUNCIL PLAN 2017-2021**

### **Strategic Objective – Strong and Engaged Communities**

Services, programs and advocacy enable improved health, wellbeing and safety of our community

### **STRATEGY 3**

Enable residents to be active and engaged in their community and support participation in artistic, cultural, sporting and leisure opportunities.

## **11. ISSUES AND RISK MANAGEMENT**

### **Issues:**

The current coronavirus pandemic may impact the commencement of some projects. This will be worked through with individual organisations regarding the projects concerned and restrictions imposed at the time.

### **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.

## **12. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## **13. 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*.

## **14. INSTRUMENT OF DELEGATION**

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

## **15. CONCLUSION**

Council received three applications to the Creative Active Recovery Grants Program. As part of COVID-19 recovery, Council launched the one-off grant program and has been calling for innovative ideas from creative businesses and artists to activate public spaces.

Council to note that two of these applications have been successful and one unsuccessful.

## **10.5 Donations Program**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Executive Assistant Community	Community		General Manager Community

### **1. SUMMARY**

That Council note one successful application to the Donations Program.

### **2. RECOMMENDATION**

**That Council note the following application has been approved in accordance with the Donations Program criteria and the applicant advised in writing:**

- **Campaspe East Timor Association in Friendship – to assist with flood relief in Timor Leste, \$500**

### **3. PURPOSE**

**To note the outcome of the Donations Program application considered in accordance with the grant guidelines and criteria.**

### **4. DISCUSSION**

The Donations Program provides funding for community initiatives and has guidelines for applications submitted to council.

This month, the following applications have been received:

Campaspe East Timor Association in Friendship – to assist with flood relief in Timor Leste.

Recent extremely heavy rain has affected Dili (perhaps the most intense 40 or 50 years), and nearby including Aileu. There have been multiple fatalities (mostly in Dili), with hundreds if not thousands of people left homeless.

Many roads including those between Dili and Aileu, and between Aileu town and sub-district centres, are washed away or impassable. Many animals have been lost, and large areas of rice and vegetable fields are inundated in Aileu.

Electricity and water supplies are not functioning.

CETAF members have had an active role in supporting Timor projects for almost twenty years. Funds go directly to the district administrators and the group has supported practical projects such as wind turbines for electrifying villages, fuel efficient stoves, scholarships for secondary and tertiary students, clean water supply and deforestation.

<b>Organisation</b>	<b>Amount</b>	<b>Amount Recommended</b>	<b>Purpose</b>	<b>Comment</b>
Campaspe East Timor Association in Friendship	\$500	\$500	To assist with flood relief in Timor Leste.	Approved by CEO

<b>Fund Balance Prior to application approval:</b>	\$25,000
<b>Funding approved:</b>	\$500
<b>2020/2021 Fund Balance: (16 June 2021)</b>	\$24,500

## 5. CONSULTATION

### Internal consultation:

- Not required

### External consultation:

- Not required

### Councillors:

- Not required

## 6. POLICY AND LEGISLATIVE IMPLICATION

Funds utilised for this program were budgeted in the 2020/2021 financial year.

## 7. FINANCIAL AND ECONOMIC IMPLICATIONS

The annual budget allocates funding for Donations Program requests for community initiatives.

## 8. ENVIRONMENTAL IMPLICATIONS

No impact

## 9. SOCIAL IMPLICATIONS

This funding provides support to a community with which Campaspe Shire Council enjoys a friendship relationship, shared by Moreland and Hume councils.

## 10. RELEVANCE TO COUNCIL PLAN 2017-2021

### **Strategic Objective – Strong and Engaged Communities**

Services, programs and advocacy enable improved health, wellbeing and safety of our community

### **STRATEGY 1**

Foster community partnerships and support other agencies in the delivery of services.

## 11. ISSUES AND RISK MANAGEMENT

### **Issues:**

Nil

### **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.

**12. CONFLICT OF INTEREST**

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

**13. 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*.

**14. INSTRUMENT OF DELEGATION**

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

**15. CONCLUSION**

Council received one application to the Donations Program. Council to note that this application has been successful.

**10.6 Quarterly Budget Report**

Author	Department	Manager	General Manager
Manager Finance	Finance	Manager Finance	General Manager Corporate

**1. SUMMARY**

This report presents the quarterly financial position compared to the adopted 2020/21 Budget.

The financial position has been impacted by the COVID-19 pandemic as the budget was set prior to the pandemic and impacts have been difficult to predict given the uncertainty surrounding pandemic restrictions.

**2. RECOMMENDATION**

**That Council accepts the March 2021 Quarterly Budget Report.**

**3. PURPOSE**

**To present to Council a quarterly income statement and additional financial reports to provide a summary of the financial position of Council for the quarter ended March 2021.**

**4. DISCUSSION**

A pack of the financial statements is included as attachment 10.6.1 and contains:

Income Statement	Comparison of 2020/21 budget, 2020/21 actuals and 2019/20 actuals for the nine months ended 31 March 2021.
Balance Sheet	Comparison of 2020/21 budget, 2020/21 actuals and 2019/20 actuals for the nine months ended 31 March 2021.

Cash Flow Statement	Comparison of 2020/21 budget, 2020/21 actuals and 2019/20 actuals for the nine months ended 31 March 2021.
Statement of Capital Works	Comparison of 2020/21 budget, 2020/21 actuals and 2019/20 actuals for the nine months ended 31 March 2021.

### Income Statement

The major variations to budget for the nine months ended 31 March 2021 are:

- There has been a total of \$1.14 million of unbudgeted grants received to date, these have been for a range of activities e.g. support for hospitality, capital works. The full detail is provided in Note 6 of the Income Statement attached to this report.
- The effect of exiting Aged Care services by Council, the 2020/21 budget included the full cost of continuing to deliver the service as Council was unsure that approval would be received in time to exit by the 30 June 2020. This has impacted on grant income, user fees, employee costs and materials and service costs.
- There has been a general decrease in user fees and statutory fees and fines due to service closures because of the pandemic, there are some fees that have increased, these relate to applications for planning and building related permits and certificates.
- Materials and services have a favourable variance due to service closures related to the pandemic and the timing of maintenance projects. There will be some permanent savings from fuel and plant maintenance costs.

### Capital Works Statement

The following comparisons can be made with reference to the Statement of Capital works:

- Bridge works planned to commence in 2020/21 will now be designed with construction to commence in 2021/22, the commencement of other bridge works has been delayed but will start in the last three months of the financial year.
- Two large drainage projects carried forward from both 2018/19 and 2019/20 are progressing but issues have been uncovered during the works. These relate to discovering services underground that were unknown at the commencement of works.
- Work on Council's heritage paddlesteamers has been delayed due to compliance issues with the slipway, these issues have been resolved and the first of the fleet had been slipped and work commenced. The remainder of the fleet will be slipped and works completed over the coming months. The work will not be completed in the current financial year.
- Additional costs were incurred when purchasing the Quarry Crusher to ensure that the machine was fit for purpose. The Crusher was delivered and commissioned in December 2020.
- Echuca East Community Precinct was budgeted to commence work in the current financial year but the majority of the work will be done in the 2021/22 year.

## **5. POLICY AND LEGISLATIVE IMPLICATIONS**

The *Local Government Act 2020* has been taken into consideration when preparing this report.

## **6. FINANCIAL AND ECONOMIC IMPLICATIONS**

The economic sustainability of the municipality, in accordance with Section 9(2)(c) of *Local Government Act 2020*, has been reviewed and Council is in a strong financial position and remains economically viable.

## 7. ENVIRONMENTAL IMPLICATIONS

None identified.

## 8. SOCIAL IMPLICATIONS

None identified.

## 9. RELEVANCE TO COUNCIL PLAN 2017-2021

Responsible Management: To provide Council and the community with a summary of our financial performance for the period ended 31 March 2021.

## 10. ISSUES AND RISK MANAGEMENT

### Issues:

Nil

### Risk:

This is a quarterly report that monitors Council's performance against the budget, any major variances have been explained in the report and attached statements. There is no perceived risk that would prevent Council achieving budget targets in the 2020/21 financial year for maintenance projects.

The impact of COVID19 has been addressed in the review of the 2020/21 Budget based on what each service is allowed to deliver as per State Government Health directives. Forecast results for the 2020/21 financial year were considered by Council and endorsed at the 17 February 2021 Council meeting.

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.

## 11. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing this report declares no conflict of interest regarding this matter.

## 12. 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*.

## 13. INSTRUMENT OF DELEGATION

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

## 14. CONCLUSION

It is recommended that the report be accepted as a summary of Council's financial position at the quarter ended 31 March 2021.

## 15. ATTACHMENTS

10.6.1 Quarterly Financial Statements

## 11. Councillor Reports

Cr Christine Weller	
20 May 2021	Campaspe Community Volunteer Awards
20 May 2021	Audit & Risk Committee Meeting
20 May 2021	Regional Victorian Councils Commonwealth Games Pre-Feasibility Study
22 May 2021	Bridge Art Project Gala Dinner
26 – 28 May 2021	2021 Rural Councils Victoria Summit
27 May 2021	Ministerial Announcement - Tongala Greenhams Jobs Funding Announcement
10 June 2021	Loddon Campaspe Councils Group Meeting
10 June 2021	PLN076/2020 meeting – Via Teams
15 June 2021	C4EM - Meeting
15 June 2021	Echuca Lions Club - Annual Changeover Dinner
16 June 2021	Campaspe Council Meeting

Cr Robert Amos	
20 May 2021	Campaspe Community Volunteer Awards
20 May 2021	Housing in Regional Australia, meeting a growing demand – via Zoom
20 May 2021	Audit & Risk Committee Meeting
26 May 2021	Submission Hearing - Draft Budget
26 May 2021	EMDTA Board Meeting
26 – 28 May 2021	2021 Rural Councils Victoria Summit
15 June 2021	C4EM - Meeting
16 June 2021	Campaspe Council Meeting

Cr Colleen Gates	
21 May 2021	MAV State Council Meeting - May 2021
22 May 2021	Kyabram P-12 Year 12 Debutante Ball
23 May 2021	100 Years Nanneella Hall Celebration
24 May 2021	Combined GVWRRG Board and GV Local Govt. Waste Forum and Resource Recovery Briefing
26 – 28 May 2021	2021 Rural Councils Victoria Summit
4 June 2021	Goulburn Valley Local Government Waste Forum – via Zoom
16 June 2021	Campaspe Council Meeting

Cr Paul Jarman	
20 May 2021	Rochester Rotary Breakfast
20 May 2021	Campaspe Community Volunteer Awards
26 May 2021	Submission Hearing - Draft Budget
27 May 2021	Reconciliation Week Flag Raising & Smoking Ceremony - Hopwood Gardens
16 June 2021	Campaspe Council Meeting

Cr Daniel Mackrell	
26 May 2021	Kyabram Parkland – Photo Appointment
26 May 2021	Submission Hearing - Draft Budget
16 June 2021	Campaspe Council Meeting

Cr Tony Marwood	
20 May 2021	Campaspe Community Volunteer Awards
20 May 2021	Audit & Risk Committee Meeting
16 June 2021	Campaspe Council Meeting

Cr Leanne Pentreath	
20 May 2021	Goulburn Broken Greenhouse Alliance Meeting
27 May 2021	Reconciliation Week Flag Raising & Smoking Ceremony - Hopwood Gardens
10 June 2021	PLN076/2020 meeting – Via Teams
16 June 2021	Campaspe Council Meeting

Cr Adrian Weston	
20 May 2021	Kyabram District Health Service - opening of Stanhope Health Building
26 May 2021	Submission Hearing - Draft Budget
27 May 2021	Girgarre Regional Infrastructure Funding Announcement
16 June 2021	Campaspe Council Meeting

Cr John Zobec	
20 May 2021	Kyabram Flood Study Draft Report Presentation
26 May 2021	Submission Hearing - Draft Budget
16 June 2021	Campaspe Council Meeting

## RECOMMENDATION

**The Councillor Reports be noted.**

## 12. Chief Executive Officer's Report

Meetings continue to be conducted remotely via teleconferences and web based meetings where possible.

CEO activities and meetings since the May Council meeting include:

- Loddon Campaspe Councils CEO Meeting
- Regional Victorian Councils Commonwealth Games Pre-feasibility Study Presentation & Discussion
- Echuca Regional Health, Community Living & Respite Services, Murray River Council and Campaspe Shire Council meeting to discuss Medical Recruitment and Training
- Reconciliation Week event
- Tongala Greenhams Jobs Fund Announcement by Minister Thomas
- Girgarre RIF Announcement by Minister Thomas
- Local Government briefing on COVID Circuit Breaker restrictions
- NSW Cross Border Briefing: Victorian travel restrictions
- Meeting with Michael Delahunty, Echuca Moama Alliance
- Loddon Campaspe Cross-Border Stakeholder Consultation
- Meeting with VicTrack Executives
- Meeting with Regional Development Victoria Executives
- Loddon Campaspe Mayors and CEO meeting
- Bendigo Health Strategic Plan feedback session

### RECOMMENDATION

**The Chief Executive Officer's report be noted.**

## 13. Petitions and Letters

Nil.

## 14. Notices of Motion

Nil.

## 15. Urgent Business

Nil.

## 16. Confidential Business

### Confidential Business– Close

#### RECOMMENDATION

That pursuant to the provisions of the *Local Government Act 2020* (the Act), the meeting will now be closed to members of the public in accordance with section 66(2)(a) of the Act to enable the meeting to consider two reports that contain confidential information as defined in section 3(1) of the Act as follows:

- a) *Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released*
- g) *Private commercial information, being information provided by a business, commercial or financial undertaking that:*
  - (i) *relates to trade secrets; or*
  - (ii) *if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;*

### Confidential Business - Open

#### RECOMMENDATION

That Council, having considered all items of confidential business in accordance with section 66(2) of the *Local Government Act 2020*, open the meeting to the public at

## 17. Close Meeting

Declan Moore

Chief Executive Officer