

Contents

1.	Apologies and Requests for Leave of Absences.....	3
2.	Confirmation of Minutes and Attachments.....	3
3.	Changes to the Order of Business	3
4.	Declaration of Interests.....	4
5.	Responsible Authority Decisions	4
6.	Planning Authority Decisions.....	4
7.	Question Time	4
8.	Acknowledgements.....	4
9.	Council Decisions	5
9.1.	Review – Grants Programs.....	5
9.2.	Council Policy Review	9
9.3.	Audit and Risk Committee Charter and Appointment of Committee Members	12
9.4.	Local Roads and Community Infrastructure Program	16
9.5.	Groves Weir Bridge Update.....	20
9.6.	Adoption of the Ten Year Capital Works Program	25
9.7.	Echuca East Community Precinct and Gunbower Lions Park Project Update	28
10.	Council Information.....	35
10.1.	Letters of Appreciation.....	35
10.2.	Responsive Grants Program	36
11.	Councillor Reports	39
12.	Chief Executive Officer’s Report.....	40
13.	Petitions and Letters	41
13.1.	Petition Response - Decommissioning of Eyre Street School Crossing	41
14.	Notices of Motion	44
14.1.	Notice of Rescission - 9.13. Echuca Aquatic Reserve/Onion Patch Detailed Design and Business Case Project, 23 June 2020 Council Meeting.....	44
14.2.	Notice of Motion - Port of Echuca Wharf Precinct	46
15.	Urgent Business	47
16.	Confidential Business	47
17.	Close Meeting.....	47

Attachments

9.2.	Council Policy Review	48
9.3.	Audit and Risk Committee Charter and Appointment of Committee Members	83
9.6.	Adoption of the Ten Year Capital Works Program	93
9.7.	Echuca East Community Precinct and Gunbower Lions Park Project Update	103
13.1.	Petition Response - Decommissioning of Eyre Street School Crossing	107

Agenda



For a meeting of the seventh Campaspe Shire Council to be held on Tuesday, 21 July 2020, commencing at 5:30pm at the Council Chambers, Echuca Civic Centre.

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

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

Please ensure that all electronic devices are turned off or switched to silent.

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

1. the streaming connection can be re-established; or
2. if connections cannot be re-established the meeting will be postponed to a later date in accordance with the Meeting Procedures.

During the meeting, members of the public may be recorded, particularly those speaking to an item. By participating in this meeting, you are consenting to the possibility that your image may also be broadcast to the public. Any personal and health information voluntarily disclosed by any person at Council meetings may be broadcast live, held by Council and made available to the public for later viewing.

Those people who have requested to speak to an item will be allowed five minutes to address Council. Speakers will be notified with a bell when there is 60 seconds remaining. Speakers must only speak in relation to the subject stated on their application and shall not debate the issue with Councillors and officers. Councillors are able to ask questions of the speaker on points of clarification.

Speakers are advised that they do not enjoy any special protection from defamation arising from comments made during their presentation to Council and should refrain from voicing defamatory remarks or personal defamatory statements against any individual. Speakers will be treated with respect when addressing Council. I ask that the same respect is extended to Councillors and officers.

Business

1. Apologies and Requests for Leave of Absences

2. Confirmation of Minutes and Attachments

Minutes for the following:

- Campaspe Council Meeting held on 23 June 2020
- Campaspe Briefing Session held on 2 June 2020
- Campaspe Briefing Session held on 9 June 2020
- Campaspe Briefing Session held on 23 June 2020

Recommendation

That the following minutes be confirmed:

- **Campaspe Council Meeting held on 23 June 2020**
- **Campaspe Briefing Session held on 2 June 2020**
- **Campaspe Briefing Session held on 9 June 2020**
- **Campaspe Briefing Session held on 23 June 2020**

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 1989 Section 79

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

5. Responsible Authority Decisions

6. Planning Authority Decisions

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

9. Council Decisions

9.1. Review – Grants Programs

Author:

Declan Moore, Chief Executive Officer

1. Purpose

To complete the review of Council's Grants Program.

2. Recommendation

That Council adopt the amendments as proposed in this report to the remaining Grant categories.

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. 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.

6. Background

At its meeting of 23 June 2020 Council endorsed reports from the CEO to amend the policy for the Grants and Donations program, to create a formal Sponsorship Program in two parts (community/commercial) and to modify the Business Assistance policy and grants programme.

This report canvasses the remaining community Grant categories and proposes that some be amended, and most be updated for administrative purposes (recent structure change, language etc).

7. Content

The remaining Grant categories have funding allocations, some have a total amount to be allocated based on assessment of applications, but most are effectively operating grants or contributions/donations. Reviews of the amounts allocated has also varied and some are so small that their effectiveness in providing support is considered weak.

Grant Categories and proposed changes follow:

1. Australia Day

Council provides support to a number of towns/groups to celebrate Australia Day. No changes are proposed other than to increase the existing levels of financial support, as per the following table. Funding agreements are signed each year.

Organisation	2020	2021
Action Club of Lockington	\$291	\$350
Echuca Moama Rotary Club	\$2,092	\$2,500
Girgarre Community Group Inc	\$578	\$650
Gunbower Angling Club Inc.	\$286	\$350
Gunbower Memorial Hall Committee of Management	\$286	\$350
Koyuga Hall Committee	\$286	\$350
Kyabram & District Australia Day Committee	\$1,468	\$1,750
Kyvalley Swimming Club Inc	\$286	\$350
Lockington Lions Club	\$291	\$350
Milloo CWA	\$286	\$350
Rochester Australia Day Committee	\$300	\$375
Rochester Lions Club Inc	\$1,472	\$1,750
Rushworth & District Australia Day Committee	\$1,468	\$1,750
Stanhope Australia Day Committee	\$286	\$350
Tongala & District Australia Day Committee	\$1,468	\$1,750
Toolleen Recreation Reserve	\$578	\$650
Wyuna Memorial Hall Committee	\$286	\$350
<i>Total</i>	\$12,008	\$14,125

2. Seniors Grants

No changes proposed for 2020/21, grants are currently open for application, budget allocation is \$12,000.

3. Primary School Camps

No changes proposed for 2020/21, applications accepted year round, budget allocation is \$3,000.

4. Youth Week Grants

No changes proposed for 2020/21, next Youth Week is in April 2002, budget allocation is \$2,000.

5. Recreation Reserve Contributions

These contributions will be reviewed in tandem with the required move from s86 Committees to alternative management arrangements by 1 September 2020.

Current total budget allocation is \$335,000, which *may* rise to accommodate new responsibilities and/or ensure no disadvantage in the post September 2020 arrangements.

The *Transition from s86 Committees* Report is due to Council in August 2020

6. Hall Contributions

As for Recreation Reserves, Hall contributions will be reviewed during the required move from s86 Committees to alternative management arrangements by 1 September 2020.

Current total budget allocation is \$15,000, which *will* rise to accommodate new responsibilities and/or to ensure no disadvantage in the post September 2020 arrangements.

The *Transition from s86 Committees* Report is due to Council in August 2020

7. Neighbourhood House Contributions

There are eight Neighbourhood Houses (or similar) operating across the Shire

No changes are proposed other than to effectively increase the existing level of financial support by \$500 per House. 2019 allocations were \$7,000 per House, with \$500 per house held by Council to provide Committee Training.

It is proposed that the full \$7,000 be allocated to each House and that Council absorb the costs of any regular training it provides. Annual funding agreements apply.

8. Historical Society Contributions

There are seven Historical Societies (or equivalent) in the Shire an allocation of \$270 per group (\$1,890 total) was provided in 2019/20, the funding is (in effect) a contribution/donation towards their work.

It is proposed that the amounts be increased to \$500 per group; total of \$2,500 p.a.

9. Place Based Planning

Managed in the budget process, no changes proposed.

Rochester is in year three of their three year program; Tongala was approved in October 2019 and Kyabram is about to commence.

10. Campaspe East Timor Friendship (CETAF)

Managed by way of a charter, which commenced 2012, current annual contribution/donation is \$500.

While COVID 19 has impacted functioning of the group it remains viable and needs have not eased in East Timor, it is proposed to increase the allocation to \$750.

11. Christmas Lights Competition

Council contributes \$1,200 to the Riverine Herald to support the competition, \$500 each to Echuca and Kyabram and \$200 to Rochester.

On the assumption that the competition will run this year, and given the difficulties experienced and continuing with COVID 19, it is proposed that the allocation be increased to \$2,250; or \$750 for each town.

12. Local Newspapers

Council contributes/donates \$200 to support both the Lockington News and the Tongala Times.

It is proposed to increase the amount to \$500.

13. Kyabram Fauna Park

An annual contribution towards operating costs, managed through the budget process, the 2020/21 allocation is \$50,765.

14. Echuca Moama Destination Marketing and Visitor Services

Managed by way of formal agreements with EMDTA, one contract (2019/20 at \$89,263) is for Marketing, the other for Visitor Services (2019/20 at \$235,534).

Commencing year two of the three-year agreement in 2020/21 (expires June 2022) the agreement provides for a 2% increase per annum, based on meeting the requirements of the agreements.

15. Murray Regional Tourism Board

The original three-year agreement was set to expire in June 2020, but at its meeting of 18 February 2020 Council agreed to a request to 'extend' the agreement by another year; with a contribution of \$44,957.

8. 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.

9. Strategic Planning Environments

Strong and Engaged Communities	The amended policy, guidelines and programs will continue to foster partnerships and enable residents to be actively engaged in their community
Resilient Economy	No impact.
Healthy Environment	No impact
Balanced Services and Infrastructure	No impact
Responsible Management	Supports principles of transparency, equity and social justice. Promotes clear and open communication, relationship and partnership development, and fosters a customer centred approach.

10. Consultation**Councillors:**

- Informal with Councillors during Briefing Sessions

9.2. Council Policy Review

Author:

Sharolyn Taylor, Council Support Officer

Responsible Manager:

Manager Governance and Strategy

Attachments:

- 9.2. Council Policy 058 – Council Expenses
 - 9.2. Council Policy 131 – Social Media
-

1. Purpose

To present to Council two reviewed policies for adoption and to meet the legislative requirements of the *Local Government Act 2020* to adopt a Council Expenses policy.

2. Recommendation

That Council adopt the following reviewed Council policies:

- 1. Council Policy 058 – Council Expenses; and**
 - 2. Council Policy 131 – Social Media.**
-

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. Instrument of Delegation

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

6. Background

Policies provide guidance to staff, Council and the community to promote consistency in decision making, guide service delivery and the pursuit of strategic objectives.

Council policies have been prepared and reviewed by the responsible officers in accordance with Council Policy 156 – Policy Framework which establishes a Policy Framework incorporating a policy hierarchy, process for the preparation of new policies and review of existing policies, and a methodology for the management of policies and procedures. It applies to Council and Administrative policies.

The purpose of the Policy Framework is to contribute to the consistency, clarity, transparency and accountability of Council's decision - making processes and in the delivery of services. This will be achieved by providing a mechanism whereby Councillors and staff can create and access a comprehensive collection of current Council and internal policies and procedures.

Campaspe Shire Council is committed to maintaining a robust and integrated Governance Framework that will assure stakeholders that Council is pursuing its objectives and fulfilling its responsibilities with due diligence and accountability.

The new *Local Government Act 2020* also requires a Council Expenses policy be adopted by 1 September 2020 in relation to the reimbursement of out of pocket expenses for Councillors and members of delegated committees.

7. Content

A summary of the reviewed policies is listed below, and the policies are also attached.

Policy No.	Policy Title	Purpose	Summary of Proposed Changes
DIVISION – OFFICE OF THE CEO			
058	Council Expenses	<p>To provide guidance on the policy and process for the reimbursement of out of pocket expenses for Councillors and members of delegated committees.</p> <p>This policy also outlines the resources and facilities provided to the Mayor and Councillors as required by sections 41 and 42 of the <i>Local Government Act 2020</i>.</p>	<p>Council is required to adopt a Council Expenses policy by 1 September 2020 under the new <i>Local Government Act 2020</i>.</p> <p>This policy has been reviewed in accordance with the <i>Local Government Act 2020</i> and the draft Council expenses policy provided by Local Government Victoria.</p> <p>The proposed changes address specific requirements of the new Act as outlined in sections 40, 41 and 42 and applies to both Councillors and Delegated Committee members.</p>
DIVISION – CORPORATE			
131	Social Media	<p>Social media provides a range of communication platforms which can be used in addition to the traditional communication tools, such as media releases, website, newsletters.</p>	<p>Changes that have been made to the policy include:</p> <ul style="list-style-type: none"> ▪ a more concise purpose, and policy statement; ▪ removal of social media content that is not permitted; ▪ responsible officer title changes in line with the new restructure, <p>The review period has been changed to two years in accordance with the policy review risk assessment matrix.</p>

8. 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.

9. Strategic Planning Environments

Strong and Engaged Communities:	No impact
Resilient Economy:	No impact
Healthy Environment:	No impact
Balanced Services and Infrastructure:	Policies improve delivery on services to the community and give clear direction to officers.
Responsible Management:	Council policies assist with establishing guidelines, effective decision making and being accountable to the community.

10. Consultation

Internal Consultation

- Responsible policy officers
- Executive Management Group

Councillors

- 7 July 2020 Briefing session
- 14 July 2020 Briefing session.

9.3. Audit and Risk Committee Charter and Appointment of Committee Members

Author:

Fleur Cousins, General Manager Corporate

Attachments:

9.3 Draft Audit and Risk Committee Charter

1. Purpose

To meet the legislative requirements of the *Local Government Act 2020*, to adopt an Audit and Risk Committee Charter and establish an Audit and Risk Committee.

2. Recommendation

That Council:

1. **Adopt the Campaspe Shire Council Audit and Risk Committee Charter, appended as Attachment 1.**
2. **Appoint the following people to the Campaspe Shire Council Audit and Risk Committee to the position identified in the column titled 'Position', commencing from 21 July 2020 to the date referenced in the column titled 'Term Expiry'.**

Name	Position	Term Expiry
Linda McRae	Independent Member	31 December 2021
Mike Bennet	Independent Member	31 December 2022
Simone Knight	Independent Member	31 December 2023
Raymond Warren	Independent Affiliate Member	31 December 2021
Cr Leanne Pentreath	Councillor Member	23 October 2020
Cr John Zobec	Councillor Member	23 October 2020

3. **Set the annual allowance paid to Independent Members at \$3,511.35, paid on a quarterly basis, and increased each financial year by the annual CPI percentage based on the March Quarter result for the Melbourne All Groups CPI.**

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. 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.

6. Background

Council has had an Audit and Risk Committee operating since 1997 to provide oversight of Council's discharge of its responsibilities in relation to financial and performance management, risk management, and its internal control environment.

With the introduction of the Local Government Act 2020 (the Act), section 54(7) requires Council to approve the first Audit and Risk Committee Charter and establish the first Audit and Risk Committee on or before 1 September 2020 under the Act.

7. Content

Audit and Risk Committee Charter

Council and the current Audit and Risk Committee have undertaken a review of the Audit and Risk Committee Charter and in undertaking the review has utilised the Draft Audit and Risk Committee Charter template released by the State Government.

The Charter outlines the purpose, authority and responsibilities of the Audit and Risk Committee along with guidance on the membership and tenure of the Committee and conduct of meetings.

Having reviewed the Charter appended as Attachment 1, the Audit and Risk Committee has recommended that Council adopt the Draft Campaspe Shire Council Audit and Risk Committee Charter.

Audit and Risk Committee Membership

Council has determined to retain the current composition of membership for the Audit and Risk Committee. The Committee is comprised of three (3) Independent Members and two (2) Councillor Members, with members appointed by Council resolution. Council may also choose to appoint an Independent Affiliate Member.

Based on the Draft Audit and Risk Committee Charter, and consistent with Council's previously adopted Charter, Independent Members are appointed for a four year term and may be appointed for two consecutive terms, an Independent Affiliate Member can be appointed for a two year term and Councillors will be appointed by Council on an annual basis.

The Act stipulates that Independent Members collectively, must have expertise in financial management and reporting and risk management and also experience in public sector management. The current members of Council's Audit and Risk Committee have been recruited on the defined skills and experience and collectively have the required skill set; therefore, this report seeks to reconfirm the appointment of current members to conclude their existing appointments.

Audit and Risk Committee Annual Allowance

Council may pay a fee to an independent member of an Audit and Risk Committee and has chosen to do this. Council officers have benchmarked the current allowance paid to Independent Members of Campaspe Shire Council against like sized rural councils in January 2020. In undertaking this benchmarking, there is variation in how the fee is set with some councils paying a fee per meeting and others paying an annual allowance.

Of the councils benchmarked against, refer to table below, over half of the councils pay an additional fee to the chairperson of the Committee.

	Annual Allowance*	
	Chairperson	Independent Member
Campaspe Shire	\$3,436	\$3,435
Council A	\$5,400	\$4,000
Council B	\$1,664	\$1,664
Council C	\$2,236	\$1,984
Council D	\$6,660	\$5,500
Council E	\$3,326	\$1,639
Council F	\$2,400	\$2,000
Council G	\$2,000	\$2,000
Council H	\$4,244,	\$3,396
Council I	\$6,600	\$6,600

* Calculated based on 4 meetings held per year for comparison purposes and rounded to the nearest dollar.

Based on the above, Campaspe Shire Council's allowance for the chairperson sits within the middle of the benchmarked councils whereas the allowance for independent members when compared to benchmarked councils is fourth highest. Therefore, this report recommends that the current allowance be retained with the same allowance being paid to all Independent Members and that the amount be increased by CPI each financial year based on the Melbourne All Groups CPI March Quarter result. The Draft Audit and Risk Committee Charter calls for the allowance to be reviewed by benchmarking with like sized rural councils once every four years.

Applying a CPI increase to the current allowance for the 2020/21 financial year, the allowance for Campaspe Shire Council is proposed to be \$3,511.35.

8. Issues and Risk Management

The establishment of the Audit and Risk Committee and adoption of the Audit and Risk Committee Charter ensures Council meets its legislative obligations. The purpose of the Committee is to provide independent oversight and monitoring of Council's approach to financial and performance reporting, the internal control environment, risk management, fraud prevention systems and controls, internal audit, external audit and compliance management. The appointment of independent members with particular skills and experience is to enable independent advice to be provided to both Council and the administration in the performance of their responsibilities.

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.

9. Strategic Planning Environments

Strong and Engaged Communities	No Impact
Resilient Economy	No Impact
Healthy Environment	No Impact
Balanced Services and Infrastructure	No Impact
Responsible Management	An active and diverse Audit and Risk Committee with the right level of skills and abilities, provides the public with the assurance that the operations and risks within the organisation have the appropriate oversight and that the necessary governance practices are being applied.

10. Consultation

External consultation:

- Audit and Risk Committee

Councillors:

- 9 June 2020 Council Briefing Session.
- 14 July 2020 Council Briefing Session.

9.4. Local Roads and Community Infrastructure Program

Author:

Sarah Butterworth, Capital Works Coordinator

Responsible Manager:

General Manager Infrastructure

1. Purpose

To seek Council endorsement of the projects to be submitted for funding consideration under the Local Roads and Community Infrastructure Program.

2. Recommendation

That Council:

- 1. Express its appreciation to the Local Member (Damian Drum MP) and to the Commonwealth Government for the additional (stimulus) funding allocation provided to Council this year.**
 - 2. Approve the following works and project amounts (as specified in the report) to be funded from the additional allocation.**
 - **Shire gravel road stabilising including stabilising agent and mass action shoulder grading**
 - **New and upgrade culverts**
 - **Street trees (Urban Forest Plan)**
 - **Line marking 'wide streets'**
 - **Collins Street upgrade, Colbinabbin**
 - **Shire wide, footpath 'missing links'**
 - **Shared path lighting, Echuca.**
-

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. 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.

6. Background

On 22 May 2020 the Australian Government announced a new \$500 million Local Roads and Community Infrastructure Program (LRCI Program).

This program will support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies to help communities bounce back from the COVID-19 pandemic.

Campaspe Shire Council has been allocated \$2,622,795 through the program to spend in 2020/21 financial year.

7. Content

The LRCI Program provides stimulus funding to councils in order to deliver local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety benefits.

Eligible local road projects could include works involving any of the following associated with a road:

- Bridge or tunnel
- Facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station)
- Facilities off the road that support the visitor economy
- Road and sidewalk maintenance, where additional to normal capital works schedules
- Street lighting equipment
- Traffic control equipment
- Traffic signs.

Eligible community infrastructure projects could include works involving:

- Bicycle and walking paths
 - Closed circuit TV
 - Improved accessibility of community facilities and areas
 - Landscaping improvements, such as tree planting and beautification of roundabouts
 - Noise and vibration mitigation measures
 - Painting or improvements to community facilities
 - Picnic shelters or barbeque facilities at community parks
 - Playgrounds and skateparks (including all ability playgrounds)
 - Off-road car parks
 - Repairing and replacing fencing.
-

The following projects have been identified for consideration for the funding:

Description	Amount
Shire gravel road stabilising including stabilising agent and mass action shoulder grading	\$ 1,532,795
New and upgrade culverts	\$ 210,000
Street trees (Urban Forest Plan)	\$ 80,000
Line marking 'wide streets'	\$ 150,000
Collins Street upgrade, Colbinabbin	\$ 250,000
Shire wide, footpath 'missing links'	\$300,000
Shared path lighting, Echuca	\$100,000

When selecting the proposed projects, the following factors were considered:

- Works additional to the pre-COVID-19 program for 2020-21
- Brought forward projects or programs
- Trial pavement stabilisation high priority
- Mass action shoulder grading
- Priority given to those that require little to no design
- Distribution around the Shire.

All project works must be completed by 30 June 2021 and must be additional to the pre-COVID-19 work program. If a project has been brought forward from a future work program it will be eligible for funding

The Department of Infrastructure, Transport, Regional Development and Communications will be consulting with local government organisations to finalise implementation arrangements for the LRCI Program. Councils will then be asked to agree to the program arrangements and identify local projects in their area.

8. Issues and Risk Management

Issues:

The wide range of funding and stimulus packages from state and federal government could impact on delivery of the overall capital works program.

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.

9. Strategic Planning Environments

Strong and Engaged Communities	No impact
Resilient Economy	No impact
Healthy Environment	No impact
Balanced Services and Infrastructure	Appropriate selection of infrastructure projects to benefit from this funding, supports the strategic management of assets and delivery of projects to meet community needs
Responsible Management	No impact.

10. ConsultationInternal consultation:

- Service Managers
- Executive Management Group

Councillors:

- 7 July 2020 Council Briefing Session.

9.5. Groves Weir Bridge Update

Author:

Richard Conway, Manager Assets

1. Purpose

To advise Council of the latest information on Groves Weir Bridge and seek adoption for a renewal option.

2. Recommendation

That Council:

- 1. Note the results of the latest level 2 and 3 bridge inspections on Groves Weir Bridge.**
 - 2. Authorise the amendment of the project scope (as detailed in the report) to include the installation of a suitable bridge overlay and associated infrastructure which will allow a bridge load limit increase to 44 tonnes on completion.**
 - 3. Adopt a 25 tonne load limit for Groves Weir Bridge Road.**
 - 4. Write to residents and users of the bridge notifying them of the decision and the reasons for it.**
-

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. 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.

6. Background

Groves Weir Bridge is a 1960's bridge, 20.8m long and 7m wide with a road width of 6.1m. It has an audited average daily use of between 40 and 50 vehicles, of which eight are commercial or large vehicles.

An independent bridge inspection in May 2018 found it was unfit to carry heavy vehicles and needed to be load limited to 12 tonnes. The conclusion of the report was that cracking in the structure had critically undermined its ability to manage modern loads. At that point Council imposed a 12 tonne load limit in line with the conclusions and contacted local landowners informing them of the restriction. Local landowners and common users expressed concern that they could not operate their businesses with such a limit.

Council undertook consultation on the future of the bridge with the support of engineering firm RPS in 2018. Feedback from the community from face to face (one to one and town hall style meetings), email and phone contact was that the bridge 'must be replaced' to accommodate heavy loads. The community response was that the bridge should be replaced with a modern weight load structure.

In February 2020, Council resolved to:

1. *Acknowledge the consultation and feedback received from local landowners regarding the bridge on Groves Weir Road.*
2. *Obtain an updated condition assessment report for Groves Weir Bridge and present to Council for further consideration.*
3. *Seek a plan including timeline from Goulburn Murray Water for the future intent of their infrastructure renewal in the road network.*

This report presents the outcome of the work that followed these resolutions.

7. Content

In pursuance of item 2, the updated condition assessment report, staff conducted a procurement process requesting a complete review of the bridges against the Australian Standards. The recipients of the request for quotation were all VicRoads pre-qualified bridge consultants. The reports, level two and three, were then sent to a VicRoads qualified *peer review engineer* in line with the current Australian Standard as a secondary check ensure the accuracy of the conclusions.

The successful consultants have never been involved in the review or design of any works for Campaspe Shire, or its predecessor organisations. They were therefore reviewing Groves Weir Bridge with an entirely fresh perspective.

The outcome from the bridge consultant and peer reviewer is that the bridge does have flexural cracking, identified in the original reports as well as some other failures.

The outcome is recommendation of alternate weight limits with epoxy maintenance action to the cracking. The level three inspection resulted in a recommendation for a mass limit of 20 tonnes whereas the peer review recommended 25 tonnes. The slight differences are based on what each expert considered to be the weight bearing load of individual components, and therefore the overall calculation.

Staff recommend that 25 tonnes be adopted as the immediate load limit, which has been agreed with Goulburn Murray Water which owns a similar bridge of the same age. The reason for suggesting the 25 tonnes limit rather than 20 is because the peer review opinion offers Council some level of protection in case of incident and offers slightly higher access opportunities for users. The reports both agree that to move the weight limit will not further limit the age of the structure and can be actioned immediately.



Fine flexural cracking



Staining btw 'U' slab units indicating shear key failure

Improving Access

Improvements to the bridge structure can be undertaken to cater for 95% of the common vehicles using Groves Weir Road. This can be achieved with the design and construction of a reinforced concrete overlay. Both the bridge inspection and the peer review recommend delivering an overlay would allow the weight load to increase to 44 tonnes. At the same time a low level containment barrier could be installed to improve safety without limiting the width of most vehicles. In the process of designing the overlay the presumptions related to the weight bearing load and the specifics of the barriers can be confirmed before going to installation.

It should be noted that while the overlay will increase load limit capacity of Groves Weir Bridge to 44 tonnes the limiting factor for Groves Weir road will be the weight limit on the Goulburn Murray Water bridge to the north.

Goulburn Murray Water structure

In pursuance of item three of the original Council resolution staff contacted Goulburn Murray Water seeking their opinion. Goulburn Murray Water advise they are reviewing the risks of their entire bridges portfolio and aim to give a more definitive answer at some point in September 2020.

8. 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.

9. Options

Option 1: Adopt a 25 tonne load limit for Groves Weir Bridge Road. Authorise the amendment of the project scope for the addition of a suitable bridge overlay and associated infrastructure.

The proposed overlay option will immediately allow an increase in the allowable weight on the bridge and allow at least 95% of traffic. There is sufficient allocation in the 2020/21 budget for the overlay and associated works.

This option is recommended by officers.

Option 2: Adopt a 20 tonne load limit for Groves Weir Bridge Road. Authorise the amendment of the project scope for the addition of a suitable bridge overlay and associated infrastructure.

This option provides a more conservative in weight limit of 20 tonnes in line with the new level 3 inspection. By authorising the development of the concrete overlay this restriction will then be removed once the upgrade is completed.

This option is not recommended by officers.

10. Strategic Planning Environments

Strong and Engaged Communities	Not applicable
Resilient Economy	The proposal ensures the road network is connected.
Healthy Environment	Not applicable
Balanced Services and Infrastructure	Consideration has been given to financial and asset management implications

Responsible Management

Consideration has been given to financial and asset management implications

11. Consultation

Internal consultation:

- Road Services Unit
- Engineering Design Unit
- Project Manager
- Asset Manager
- General Manager Infrastructure.
- Executive Management Group

External consultation:

- VicRoads registered bridge inspector
- VicRoads registered bridge peer reviewer

Councillors:

- Councillors at multiple Briefing Sessions.

9.6. Adoption of the Ten Year Capital Works Program

Author:

Sarah Butterworth, Capital Works Coordinator

Responsible Manager:

General Manager Infrastructure

Attachments:

9.6.1 Ten Year Capital Works Program New Funding for Works ending 30 June 2030

9.6.2 Ten Year Capital Works Program Review and Development Process

1. Purpose

To provide Council with the final version of the Ten Year Capital Works Program for adoption with effect from the 2020/21 financial year.

To advise Council of the annual process for reviewing and updating the Ten Year Capital Works Program.

2. Recommendation

That Council:

- 1. Adopt the Ten Year Capital Works Program for Works ending 30 June 2030.**
 - 2. Agree the annual process for reviewing the Ten Year Capital Works Program.**
-

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. Instrument of Delegation

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

6. Background

In accordance with Section 91 of the *Local Government Act 2020*, councils are required to develop a ten year financial plan including a Ten Year Capital Works Program.

A Ten Year Capital Works Program has been developed by the Manager Assets and Capital Works Coordinator. It has been reviewed by relevant service managers.

7. Content

Since Council was briefed on the draft plan the following projects have been included in the attached version for delivery in 20/21 financial year. These additional projects are proposed to be funded through the federally funded Local Roads and Community Infrastructure Program:

- Colbinabbin Collins Street Upgrade
- Shire Missing Links Program
- Shire Shared Path Lighting Program

Each year, aligning with the budget process, the Ten Year Capital Works Plan will be reviewed and updated.

The Ten Year Capital Works Plan is attached for adoption by Council along with the process for its annual review.

8. Issues and Risk Management

Issues:

Stimulus packages from state and federal government will impact on the overall capital works program.

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.

9. Strategic Planning Environments

Strong and Engaged Communities	No impact
Resilient Economy	No impact
Healthy Environment	No impact
Balanced Services and Infrastructure	Development of the Ten Year Capital Works Program supports strategic management of assets and delivery of projects to meet community need.
Responsible Management	Development of the Ten Year Capital Works Program supports Councils obligations under the Local Government Act 2020 and provides for robust and transparent financial management.

10. Consultation

Internal consultation:

- Service Managers
 - Executive Management Group
 - Strategic Assets
 - Road Services
-

Councillors:

- 2 June 2020 Council Briefing Session
- 14 July 2020 Council Briefing Session

9.7. Echuca East Community Precinct and Gunbower Lions Park Project Update

Author:

Kerrie Hawkes, Recreation Manager

Attachments:

9.7.1 Echuca East Community Precinct Endorsed Masterplan, Landscape design, Multipurpose floor plan

9.7.2 Gunbower Lions Park Project Concept Design

1. Purpose

To provide an update on the Echuca East Community Precinct and Gunbower Lions Park Projects.

2. Recommendation

That Council:

- 1. Note the progress and timeline of the Echuca East Detailed Design Project.**
 - 2. Confirm the removal of all buildings at Echuca East Recreation Reserve as identified in the Echuca East Recreation Reserve Master Plan endorsed by Council 19 June 2016.**
 - 3. Note the progress and timeline of the Gunbower Lions Park Project.**
 - 4. Confirm the elements included in the Gunbower Lions Park Project as being the:**
 - a) Fishing Jetty;**
 - b) Footpath network;**
 - c) Tractor relocation;**
 - d) BBQ and Shelter;**
 - e) Natural Play Space;**
 - f) Sandy Beach;**
 - g) Wetland Planting;**
 - h) Flagpole and Rock Monument;**
 - i) Street Furniture; and**
 - j) Landscaping.**
-

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. 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.

6. Background

Echuca East

Council commissioned an Echuca East Recreation Reserve Master Plan, which was endorsed by Council on 19 July 2016. When endorsing the plan, Council allocated a level of priority for each initiative in the plan.

The development of the plan involved consultation with the committee of management, existing user groups, future user groups and residents from Echuca East and the broader community.

Council's commitment to progressing the Echuca East Community Precinct Plan saw its inclusion in the 2019/20 capital works program of the detailed design project which commenced in July 2018.

This project stage is to provide detailed designs/specifications and costings for the components of the precinct plan as prioritised by Council.

These include:

- Multi-Purpose Community Building;
- Multi-Purpose Open Activity Space;
- Designated Off Leash Dog Park;
- Cycling and Walking paths;
- Passive Open Space Facilities;
- Accessible Play Space Facility.

Gunbower

The Gunbower Lions Park Redevelopment project has been identified as a key priority of the Gunbower community since 2012 when developing their Community Plan. The project was reaffirmed in 2014 as a result of the Gunbower Dreaming workshops which were held as part of the Tiny Towns initiative.

In October 2018 Council adopted a recommendation to support the Gunbower Lions Park redevelopment, with the recommendation that the project include the following elements:

- Fishing Jetty
 - Footpath Network
 - Tractor Relocation
 - BBQ and Shelter
 - Natural Play Space
-

- Wetland Planting
- Sandy Beach
- Flagpole and Rock Monument
- Street Furniture
- Landscaping

The Sandy beach identified within the body of the October 2018 report included a canoe launching area as identified in the below table.

Component	Recommendation	Comment
Boardwalk	NO	Very high cost with very low benefit
Board Walk Landing	NO	High cost/low benefit
Fishing Jetty	YES	Seek funding through Fisheries Victoria.
Footpath Network	YES	As per revised plan
Youth (skate) space	NO	Above service, limited demand/identified need
Tractor Relocation	YES	
BBQ & Shelter	YES	Renewal
Natural Play Space	YES	Renewal
Toilet Cladding	NO	Above service, cost not justified
Sandy Beach	YES	Seek funding to construct a landing, alternative to sand. Include canoe launching in funding proposal to Fisheries Victoria.
Wet Land Planting	YES	NCCMA to fund and facilitate with Landcare
Flag Pole & Rock Monument	YES	
Street Furniture	YES	Renewal and rationalisation
Landscaping	YES	Part of renewal & reinstatement process

In December 2019, Council applied and secured funding through the Community Infrastructure Loan Scheme (CLIS) for the Echuca East Community Precinct and the Gunbower Lions Park.

Project Name	Amount Approved
Echuca East Community Precinct	\$6,946,567
Gunbower Lions Park Redevelopment	\$811,250

Council also submitted an Expression of Interest in December 2019 to the Department Environment Land Water Planning (DELWP), under the Integrated Water Management Program for the development of the Gunbower Lion's Park. Funding of \$320,000 has also been secured towards this project. This will reduce the amount of funds Council will need to borrow to deliver the project.

7. Content

Echuca East Community Precinct

The Master Plan was endorsed by Council in July 2016. This included the demolition of all existing buildings, excluding the Lions Club, in order to develop the elements identified. See Endorsed Masterplan.

The Detailed Design project commenced in July 2018 and officers have worked with the Echuca East Committee of Management, current and potential users to develop the following designs of the landscape and the multi-purpose building. See Landscape Design.

The following approvals (in progress or to be progressed) are required:

- Planning Permit
- DELWP – Landowner consent
- Community Engagement – Informing

The first stage of construction for the project is the Community Centre and Playground (Stages two and four). The proposed project timeline follows:

- Complete detailed design – August 2020
- All Approvals – October 2020
- Open Tender Process – September 2020
- Evaluate and Award Tender - Council meeting December 2020
- Completion of Construction – October 2021

The Second stage of construction for the project is the Dog areas and Open Space (Stages three and one). The project timeline is as follows:

- Open Tender Process – October 2021
- Evaluate and Award Tender – December 2021
- Completion of Construction – September 2022

The elements excluded from the loan funded project are the bike skills area (stage five) and the Sutton Street car parking (stage six). Funding for the remaining areas is to be sourced via alternative means.

Gunbower Lions Park

With funding approved through the CLIS, the Gunbower project has progressed from the concept design endorsed by Council in October 2018 (refer Attachment 9.7.2).

This has included:

- discussions with representatives of the Gunbower community regarding the elements approved by Council and for which funding has been obtained.
- Completion of the Detailed Design request for quotation process and onsite initiation meeting with the preferred consultant,
- Engagement with Yorta Yorta Nation Aboriginal Corporation
- Engagement with Goulburn Murray Water
- Request to North Central Catchment Management Authority to discuss project

Officers have also met with Enel Green Power representatives regarding the project. Enel are currently constructing the Cohuna Solar Farm and have indicated an interest in being involved in the Gunbower project as a way of contributing to the community.

Initial meetings have indicated Enel would be supportive of providing smart technology in the park. Potential items are:

- Solar panels
- Smart pole – lighting, LCD screen, WI-FI access, smart camera

- Smart bench – connectivity, lighting, LCD display, bike rack

Officers will continue to engage with Enel regarding the suitability/viability of including such products.

The following will be undertaken as the project progresses through the detailed design phase.

- Planning Permit
- Approval from North Central Catchment Management Authority
- Investigate the requirement for a Cultural Heritage Management Plan, and its conduct if required
- Department of Land Water and Planning – Landowner consent
- Community Engagement

It is anticipated the Gunbower project timeline will be as follows:

- Complete detailed design – September 2020
- Secure approvals – February 2021
- Open tender, review and award – February 2021
- Complete construction November 2021

8. Issues and Risk Management

Issues:

Echuca East Community Precinct

Issue 1: Girl Guides Building

The Girl Guides have been supportive of the overarching masterplan, except for the demolition of the Girl Guide's building. They have stated throughout engagement undertaken since 2015, their preference for a single user facility and do not believe the proposed multi-purpose facility will meet their needs. The Guides also hire the building to other users with predominate use by a quilting group. This group have also stated their dissatisfaction with the proposed demolition of the Guides building.

While the building report undertaken by Council in April 2018 indicated the building was in reasonable condition and required little maintenance, the building does not appear to be lined, the heating is not cost effective for the space and with construction being approximately 1994 there will be elements that will require renewal in the near future. Should this building be considered to be retained a new inspection would be required with renewal works identified along with associated costs.

Officers have had a number of conversations with both groups to identify opportunities to meet their needs throughout the design of the multi-purpose building, however both groups have indicated they want an area that is exclusive for their use, display and storage.

Subject to the continued easing of COVID – 19 restrictions, Council will issue a Termination Notice to end the existing lease with terms that align with the proposed construction stages.

Following the briefing session with Councillors on 2 June 2020, officers commenced a review of existing Council owned buildings to identify a facility that might better address their needs.

Issue 2: Bike Skills Area and Sutton Street Carpark

The bike skills area and Carpark were excluded from the loan application as it was identified that they could be funded from alternative sources. For example, there is an opportunity to apply for Sport and Recreation Victoria funding, or alternatively to explore the use of the Public Open Space Reserve Fund as per Policy 107 Public Open Space Provision.

Gunbower Lions Park Redevelopment

Issue 1: Boardwalk

When the community developed Gunbower Dreaming, there was consideration of a boardwalk. A boardwalk was not included as an endorsed element in the October 2019 concept plan or Council approval to proceed. Its exclusion being as a result of the estimated cost of construction exceeding \$750,000 and the ongoing maintenance costs. The community were advised of this at the time.

Officers held conversations with representatives of the community in late 2019 regarding the project, when the topic of the boardwalk was raised again. Officers confirmed that the board walk was not an endorsed component of the concept plan.

As later discussed with Councillors, at the 2 June 2020 briefing session, while the boardwalk is not an endorsed element of the concept plan, an Officer from Infrastructure will investigate the option of adding a boardwalk to the park at a later date subject to funding.

Officers met with a representative of Enel Green Power who indicated Enel might invest in the project. Further discussions with their Head of Sustainability Asia and Oceania has provided clarity that Enel will provide product for the current project; and may consider contributing to a boardwalk subject to further investigations.

Risk:

While not a high risk it is important to note that the proposed demolition of the Girl Guide building could have impact during the planning phase. While officers will attempt to identify alternative Council owned buildings that may better suit the needs of the Girl Guides, this may not result in a positive outcome.

Risk	Likelihood	Consequence	Rating	Mitigation action
Planning application may receive objections for Echuca East Project due to objections to demolition of the girl guide building and subsequent relocation of the Girl Guides.	Possible	Minor	Low	To the best of Council's ability, identify opportunities for relocation of the group to a facility that better meets their needs.

9. Strategic Planning Environments

Strong and Engaged Communities	Both Projects enable the community to be active and engaged and supports their participation in leisure activities.
Resilient Economy	Supports and develops Gunbower's tourism and economic opportunities.
Healthy Environment	The Gunbower project will encourage improved water quality through environmental plantings.
Balanced Services and Infrastructure	Supports the review of community assets and the relinquishment of services surplus to community need.
Responsible Management	Strengthens relationships and partnerships to maximise service and infrastructure, deliver joint initiatives and secure external funding.

10. Consultation

Extensive engagement has been undertaken across a number of years for both projects. Most recent engagement has been as follows:

Internal consultation:

- Planning
- Finance
- Project Management
- Parks and Gardens
- Infrastructure Services
- Community Engagement
- Property and Legal
- Executive Management Group

External consultation:

Echuca East

- Committee of Management
- Yorta Yorta Nation Aboriginal Corporation
- Echuca and District Kennel Club
- EMFM
- Echuca Holiday and Afterschool Care
- Echuca Lions Club
- Echuca Apex Club
- Echuca East Primary School
- Girl Guides
- Echuca Quilters
- Rich River First aid
- Model railway group
- New Life Baptist
- Thrive Support Services

Gunbower

- Gunbower and District Development Group Inc.
- Yorta Yorta Nation Aboriginal Corporation
- Enel Green Power

Councillors:

- 2 June 2020 Council Briefing Session
- 7 July 2020 Council Briefing Session
- 14 July 2020 Council Briefing Session

10. Council Information

10.1. Letters of Appreciation

The following have been received:

- Terry McKiterick, Echuca – thank you for repairing the damaged road surface and guttering in Francis Street. In recent rains the water in the gutters actually flowed to the drains and drained away instead of backing up and remaining for many hours – after 45 years this was a first!
- Ian Walshe, Echuca – thank you for the prompt and efficient response to a request submitted to trim a tree on the nature strip in Sutton Street, it is very much appreciated.
- Sadie Vale, Colbinabbin Silo Art Trail – thank you to the Campaspe Shire Council for their fantastic support to the Colbinabbin Silo Art Trail Team and community project. The outstanding artwork that reflects Colbinabbin's heritage across the six Vic Feed Silos is now complete and the success of the project is evidenced through the large number of visitors arriving at the site.

Thank you is also extended to Sam Campi, Robin Muller, Belinda Owen and Jemima Lewis who have all been fantastic and integral to the success of this exciting project.

- Department of Health and Human Services – thank you for your contribution to the establishment and delivery of Regional Assessment Services (RAS) in the Campaspe local government area (LGA) with the introduction of RAS in My Aged Care in 2016. The work to deliver home support assessment in the region and the linkage with other assessment teams and providers assisted in the maturation of the sector during a period of significant reform.

Wishing the team at Campaspe Shire Council every success in continuing to engage with older people in your LGA in new and emerging ways.

- Active Transport Echuca East Group (ATEEG) – thank you for the grant received as part of the 2020/2021 Community Grants Program (Round one). The funds will enable the coordination of the first Echuca Moama Cycling event and the promotion of active transport across Echuca.
- Lorraine Gerbes, Wonthaggi – congratulations and thank you for providing the Changing Places facility in Echuca. It made our stay in your lovely town so much more comfortable.

Recommendation

That Council note letters of thanks and appreciation as listed.

10.2. Responsive Grants Program

Author:

Bobbi Aitken, Executive Assistant Community

Responsible Manager:

General Manager Community

Purpose

To note the outcomes of the Responsive Grants Program applications considered in accordance with the grant guidelines and criteria.

1. Recommendation

That Council:

1. **Note the following grant has been approved in accordance with the Responsive Grants Program guidelines and criteria and applicant advised in writing:**
 - **Kyabram and District Men's Shed Inc., \$100 to purchase cleaning and sanitation materials to maintain a high level of health and safety standards for visitors and members during the coronavirus pandemic.**
 - **Echuca Moama Toy Library Inc., \$632.92 to purchase cleaning and sanitation materials and printing and laminating of new procedures to allow the safe re-opening of the toy library during the coronavirus pandemic.**
 2. **Note that the following grant has not been approved in accordance with the Responsive Grants Program guidelines and criteria and applicant advised in writing:**
 - **Koyuga Hall Committee, to assist with a lighting upgrade for the hall and kitchen and purchase of a vacuum cleaner.**
-

2. Conflict of Interest

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

3. 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*.

4. Instrument of Delegation

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

5. Background

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:

Organisation	Amount	Amount Recommended	Purpose	Comment
Koyuga Hall Committee	\$751	\$0	To assist with a lighting upgrade and purchase of a vacuum cleaner	<p>Not approved by CEO</p> <p>The upgrade of lighting is something that should be considered through a Council building maintenance request, which has now been lodged, as it is a Council owned facility.</p> <p>An application to the Community Grants Program could/should have been submitted for the purchase of a vacuum cleaner. No demonstrated urgent need.</p> <p>Council's Community Engagement Officer, the designated Council liaison for Section 86 committees, was not advised of the need or consulted about this application.</p>
Kyabram and District Men's Shed Inc.	\$900	\$100	To assist with the purchase of a dishwasher and cleaning and sanitation materials	<p>Approved by CEO</p> <p>To maintain a high level of health and safety standards for visitors and members during the coronavirus pandemic more frequent cleaning of equipment is required.</p> <p>An application to the Community Grants Program should be submitted for the purchase of a dishwasher. No demonstrated urgent need for a dishwasher as using hot soapy water to clean crockery and cutlery is acceptable and sufficient during the coronavirus pandemic.</p>

Echuca Moama Toy Library Inc.	\$632.92	\$632.92	To purchase cleaning and sanitation materials and printing and laminating of new procedures to allow the safe re-opening of the toy library during the coronavirus pandemic	Approved by CEO To maintain a high level of health and safety standards for members and staff during the coronavirus pandemic as more frequent cleaning of toys is required as per Toy Library's Australia new procedures.
-------------------------------	----------	----------	---	---

Fund Balance Prior to application approval:	\$18,688.50
Funding approved:	\$732.92
2019/2020 Fund Balance: (21 July 2020)	\$17,955.58

Fund Balance Prior to application approval:	\$25,000
Funding approved:	\$0
2020/2021 Fund Balance: (21 July 2020)	\$25,000

6. 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.

7. Strategic Planning Environments

Strong and Engaged Communities:	This funding source provides support to Responsive Grants Program requests for community initiatives.
Resilient Economy:	No impact
Healthy Environment:	No impact
Balanced Services and Infrastructure:	No impact
Responsible Management:	This annual budget allocates funding for Responsive Grants Program requests for community initiatives.

8. Consultation

Nil

11. Councillor Reports

Cr Adrian Weston	
7 July	Citizenship Ceremony
12 July	Meeting with Strathbogie Council Mayor
15 July	CEO Performance and Remuneration Advisory Committee Virtual Meeting
20 July	Koyuga Committee Meeting

Cr Daniel Mackrell	
14 July	Campaspe Arts and Culture Strategy - Individual Consultation Session

Cr Kristen Munro	

Cr Vicki Neele	
24 June	Echuca Moama and District Tourism Association Board Virtual Meeting
15 July	Campaspe Arts and Culture Strategy - Individual Consultation Session

Cr Neil Pankhurst	
3 July	Goulburn Valley Highway Bypass Action Group Virtual Meeting
14 July	Campaspe Arts and Culture Strategy - Individual Consultation Session

Cr Leanne Pentreath	
15 July	CEO Performance and Remuneration Advisory Committee Virtual Meeting

Cr Annie Vickers	
15 July	CEO Performance and Remuneration Advisory Committee Virtual Meeting

Cr Leigh Wilson	
15 July	CEO Performance and Remuneration Advisory Committee Virtual Meeting

Cr John Zobec	

Recommendation

The Councillor Reports be noted.

12. Chief Executive Officer's Report

Since the last Council Meeting 23 June 2020, the Chief Executive Officer's focus remains on the response to Covid-19 with teleconferences and web meetings such as:

- Internal Business Continuity Meetings
- Loddon Campaspe Councils Mayor & CEO virtual meetings
- Loddon Campaspe Regional Partners virtual meetings
- Department of Transport virtual meeting re border closures
- Loddon Campaspe Councils CEO virtual meetings
- Murray River Group of Councils CEO virtual meeting
- Citizenship Ceremony

Recommendation

The Chief Executive Officer's report be noted.

13. Petitions and Letters

13.1. Petition Response - Decommissioning of Eyre Street School Crossing

Author:

Kate Lemon, Manager Community Business

Attachments:

13.1 Petition

1. Purpose

To provide Council with a report subsequent to the receipt of a petition regarding the decommissioning of the Eyre Street School Crossing, that was tabled at the 23 June 2020 meeting of Council.

2. Recommendation**That Council:****1. Note:**

- a) Receipt of the petition.
- b) School crossing supervisors remain in place the first four weeks of term three.
- c) The agreement reached with the Principal of Echuca East Primary School with respect to managing the set up and take down of crossing flags.
- d) That further counts will be undertaken in the latter half of 2020 to inform warrants for the future 12 months.

2. Advise the first named petitioner of the outcome.

3. Conflict of Interest

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

4. Charter of Human Rights

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

5. 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.

6. Background

At the 19 May 2020 Council determined to shut down and retire the Eyre Street school crossing due to the crossing no longer meeting VicRoads eligibility for funding and Council's policy of only funding crossings eligible for that funding.

7. Content

Following that decision Council received a number of complaints from interested parties (school, parents etc) and a petition calling upon Council to reverse its decision.

Prior to the end of term two, the CEO wrote to the school confirming that the crossings would be supervised until the end of week four of term three to enable the school to consider managing the school crossing infrastructure, and potentially provide crossing supervisors, should Council agree to leave the infrastructure in place.

The General Manager Development has now met with the Principal of Echuca East Primary School to review possible options for the school community to undertake staffing of the crossing.

At this stage, the Principal has agreed for the school to set out and collect the school crossing flags, but not supervise the crossing, and has retained the right to maintain opposition to the removal of the crossing supervisors after week four of term three.

If the school wishes to take up the additional option of 'staffing' the crossing, Council will provide the necessary training and support to enable this option to succeed.

Council will undertake traffic and pedestrian audits in the latter half of 2020 to establish if the crossing meets Regional Roads Victoria (RRV) warrants.

Please note that if a warrant is established, implementing a RRV/Council funded supervised crossing will not take effect until 1 July 2021.

8. Issues and Risk Management

Issues:

Issue 1: Training for Crossing Supervisors

Council officers will work with the school community to ensure appropriate training for set up and take down of flags, and for nominated crossing supervisors if required, is completed.

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.

9. Strategic Planning Environments

Strong and Engaged Communities	No impact
Resilient Economy	No impact
Healthy Environment	No impact
Balanced Services and Infrastructure	Infrastructure is provided to meet identified need and funding guidelines

Responsible Management

Changes to the service levels in line with safety requirements and funding availability

10. Consultation

Internal consultation:

- Executive Management Group
- Road Services
- Local Laws

External consultation:

- Echuca East Primary School Principal

14. Notices of Motion

14.1. Notice of Rescission - 9.13. Echuca Aquatic Reserve/Onion Patch Detailed Design and Business Case Project, 23 June 2020 Council Meeting

Notice to Rescind a Council Decision

Councillor Mackrell, Councillor Pankhurst, Councillor Pentreath and Councillor Wilson propose a motion to rescind the following decision, from the 23rd of June 2020 Council meeting

9.13 Echuca Aquatic Reserve/Onion Patch Detailed Design and Business Case Project.

Moved Cr Neele/Cr Vickers

That Council

1. Discontinue any further work associated with concept plans, business cases or detailed designs for the Aquatic Reserve, Onion Patch, connecting pathways, Wharf Cargo Shed and Railway Carriage and the so called Echuca Entertainment Precinct;
2. Pay out any contractual obligations associated with the works identified in point 1 as appropriate and necessary;
3. Reimburse any grant funds if requested by Regional Development Victoria;
4. Not support further development of the Wharf Cargo Shed or Railway Carriage and any partially or completed business case not be used to seek funding for same;
5. Acknowledges the unique environmental attributes of the Aquatic Reserve and Onion Patch and accordingly resolves any future works be limited to the -
 - a) Aquatic Reserve levee bank,
 - b) Aquatic Reserve pedestrian access
 - c) Aquatic Reserve water quality and water's edge access,
 - d) Aquatic Reserve tree management - all (items a, b, c, and d) done in accordance with the Echuca Aquatic Reserve Infrastructure and Service plan,
 - e) limiting vehicular access to the Aquatic Reserve and Onion Patch being designed and achieved using log placement and indigenous riparian plantings;
6. Decline the funding offered by Regional Development Victoria for the construction of elements of proposed works in the Aquatic Reserve, Onion Patch, connecting pathways and the Echuca Entertainment Precinct;
7. Notes the Aquatic Reserve trees will continue to be managed in accordance with Council's Risk Management Framework.

Division called

For Cr Weston, Cr Munro, Cr Vickers, Cr Zobec and Cr Vickers

Against Cr Mackrell, Cr Pentreath, Cr Wilson and Cr Pankhurst

Carried

Justification for the rescission motion

- a) The vote may not have accurately reflected the opinion held by the meeting due to the misunderstanding of the motion; in particular, its consequences.
- At number 1 in the resolutions as carried, the potential legal consequences of seeking to cease the delivery of contractually required outcomes was not considered by the mover, nor adequately addressed by the CEO in response to a question during debate, because external advice needs to be taken.
 - The resolution declined a \$3.0M grant to (in effect) carry out the very works specified at number 5 of the resolutions, but now renders those works incapable of being carried out in the short to medium term as no funding is available.
 - Cr Munro's ability to follow the debate was significantly affected by a poor internet connection, she complained of drop outs, frame freezing and loss of audio quality, making it difficult to follow the debate.
- b) New information to hand; regarding Council's potential contribution to the project
- In debate Cr Zobec stated that Council's contribution to the project would be \$1.5M and the speakers in favour of the resolutions made much of the cost to Council in their contributions.
 - The maximum contribution required of Council, depending on the amount of grant funds actually expended, will be \$500,000.
- c) Some vital information has been overlooked; the 49 items placed on the portal mere hours before the meeting
- Councillors received 49 attachments to their portal, during afternoon's briefing session in response to the Mayor's advice that requested information had not been provided to councillors. Cr Neele supported the request and advised she had questions about consultant payments to date – which she raised later in the briefing.
 - The (then) proposed resolution circulated by Cr Neele at 4.19pm on 23/06/2020, when the briefing ended at 3.30pm, would suggest that the 'required' information could not possibly have been read/understood or have informed development of the resolutions.

Rescission Motion

1. **That Council rescind the decision of 9.13 Echuca Aquatic Reserve/Onion Patch Detailed Design and Business Case Project from the 23rd of June 2020 Ordinary Council Meeting.**
2. **Refer the Council report, Echuca Aquatic Reserve/Onion Patch Detailed Design and Business Case Project, to the next available ordinary Council meeting for decision.**

Councillor Mackrell



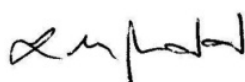
Councillor Wilson



Councillor Pankhurst



Councillor Pentreath



14.2. Notice of Motion - Port of Echuca Wharf Precinct**Notice of Motion****Cr Vicki Neele****That the CEO bring forward a report, to the August meeting of Council, that:**

- 1. Sets out government and council contributions, over the last 10years and currently underway, to works along the wharf and riverfront; which have contributed in turn to substantial tourism and economic benefits.**
- 2. Details how safe public access can be provided (at no charge) to the Echuca Wharf and Wharf Walkway for residents and visitors.**
- 3. Canvasses the possibility of free entry to the Discovery Centre, and the wharf, for residents and visitors.**
- 4. Outlines what will be required to provide 'free' access in time for the September school holidays.**

Rationale

The rationale behind this Notice of Motion is multifaceted. Much public money has been spent on creating this asset and currently it is limited to a very few locals and visitors to the Port. It will generate increased activity in Murray Esplanade to the benefit of the businesses in the precinct and create a more dynamic vibe in the area. It will provide an opportunity to create a 'working wharf' feature where potentially more Paddle-steamers will be able to operate from that location.



Cr Vicki Neele

7 July 2020

15. Urgent Business

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 four 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 - (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