



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.

Contents

1.	Apologies and Requests for Leave of Absences.....	4
2.	Confirmation of Minutes and Attachments.....	4
3.	Changes to the Order of Business	4
4.	Declaration of Interests.....	5
5.	Responsible Authority Decisions	7
5.1	PLN249/2019 - Use and development of land for renewable energy facility	7
6.	Planning Authority Decisions.....	8
6.1	Planning Scheme Amendment C117	8
7.	Question Time	13
8.	Acknowledgements.....	13
9.	Council Decisions	14
9.1	Councillor Allowance Confirmation	14
9.2	Community Vision endorsed for consultation	17
9.3	Council Plan Initiatives Quarter 3 - Update	22
9.4	Public Places and Street Trading Policy.....	25
9.5	Grogan’s Bridge Load Limit	28
10.	Council Information.....	31
10.1	Letters of Appreciation.....	31
10.2	Community Event Sponsorship	32
10.3	Quarter 3 Update – Capital Works Program 2020/21	38
11.	Councillor Reports	42
12.	Chief Executive Officer’s Report.....	45
13.	Petitions and Letters	46
14.	Notices of Motion	46
15.	Urgent Business	46
16.	Confidential Business	46
17.	Close Meeting.....	47

Attachments

- 5.1.1 PLN249/2019 Planning Assessment Report
- 5.1.2 PLN249/2019 Application information, plans and any accompanying reports
- 6.1.1 Campaspe Planning Scheme Amendment C117 DELWP response
- 6.1.2 Campaspe Planning Scheme Amendment C117 Explanatory Report
- 9.3.1 Council Plan Initiatives Quarter 3 - Update
- 9.4.1 Council Policy 159 (current) – Public Spaces Trading with proposed changes

9.4.2 Council Policy 159 (proposed) – Public Spaces Trading

9.4.3 Public Spaces Trading and Guidelines revised

10.3.1 Capital Works Program 2020/2021 – March 2021

Agenda



For a meeting of the eighth Campaspe Shire Council to be held on Wednesday, 19 May 2021, commencing at 6:00pm 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

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

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

Council meetings are broadcast live via the internet. During the meeting, members of the public may be recorded, particularly those speaking to an item. By attending 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 21 April 2021.

Recommendation

That the following minutes be confirmed:

- **Campaspe Council Meeting held on 21 April 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.

5.1 PLN249/2019 - Use and development of land for renewable energy facility

Author	Department	Manager	General Manager
Title: Planning Team Leader	Planning	Manager Planning & Building	Development

1. SUMMARY

The planning application is being reported to Council as it does not meet the conditions of the Instrument of Delegation. The report attached outlines the proposal, subject site, permit history, notification, consultation, referrals, assessment, summary of key issues and a recommendation.

After undertaking an assessment of the proposal against the provisions of the Campaspe Planning Scheme and *Planning & Environment Act 1987*, it has been recommended that the application should be supported subject to the attached recommendation.

2. RECOMMENDATION

It is recommended that Council as the Responsible Authority issue a Notice of Decision to Grant a Permit subject to the conditions detailed in Attachment 5.1.1 and 5.1.2.

3. PURPOSE

This report is required as the application does not meet the Instrument of Delegation, Council to Members of Staff.

4. DISCUSSION

This is addressed within the attached report.

5. CONSULTATION

This is addressed within the attached report.

6. POLICY AND LEGISLATIVE IMPLICATIONS

Consideration of the relevant policy and legislative is addressed within the attached report, in accordance with the *Planning & Environment Act 1987*.

7. FINANCIAL AND ECONOMIC IMPLICATIONS

Consideration of any financial and economic implications are addressed in the attached report, in accordance with the *Planning & Environment Act 1987*.

8. ENVIRONMENTAL IMPLICATIONS

Consideration of any environmental implications are addressed in the attached report, in accordance with the *Planning & Environment Act 1987*.

9. SOCIAL IMPLICATIONS

Consideration of any social implications are addressed in the attached report, in accordance with the *Planning & Environment Act 1987*.

10. RELEVANCE TO COUNCIL PLAN 2017-2021

The Council Plan as reflected in the Campaspe Planning Scheme has been addressed in the attached report.

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. CONCLUSION

The attached report includes an appropriate conclusion.

14. ATTACHMENTS

5.1.1 PLN249/2019 Planning Assessment Report

5.1.2 PLN249/2019 Application information, plans and any accompanying reports

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.

6.1 Planning Scheme Amendment C117

Author	Department	Manager	General Manager
Emily Hardy, Senior Planner	Planning	Manager Planning & Building	Development

1. SUMMARY

The Department of Environment, Land, Water and Planning (DELWP) has responded to C117camp, Echuca West Precinct Structure Plan (PSP) and Development Contributions Plan (DCP) which was sent to them 6 months ago, with a list of conditions to be included.

The Amendment commenced some four years ago as a matter of urgency to address the impending lack of developable land. Council has been assisted by the Victorian Planning Authority (VPA) to develop its amendment however despite this and the urgency to progress the matter as quickly as possible it has taken six (6) months for DELWP to provide conditional consent to progress, subject to conditions.

At the request of the Chief Executive Officer this matter is being reported to Council to provide Councillors, developers and the public with an understanding of the barriers faced in progressing the Amendment.

2. RECOMMENDATION

That Council:

1. **Note the response to be provided to the Department of Environment, Land, Water and Planning (DELWP) for Planning Scheme Amendment C117 to the Campaspe Planning Scheme.**
2. **Write to the Minister for Planning expressing concerns about the time it has taken for the DELWP Regional Office to respond to draft amendment C117, the inefficiency of the process and the nature of the conditions provided, given their prior knowledge of the urgency for developable land in Echuca and the Victorian Planning Authorities involvement in developing the draft amendment.**

3. PURPOSE

To provide Council, developers partners and the general public with an understanding of the concerns raised by DELWP regarding Amendment C117 and to provide comment on the nature/validity of these conditions.

4. DISCUSSION

History

The Echuca West precinct has been identified for residential development since the early 1990's charrette (Forerunner to the New Format Planning Scheme). The Echuca Housing Strategy 2011 also identifies Echuca West as the major residential growth area for Echuca. Since adoption, none of the land identified for residential growth has been strategically planned or rezoned by landholders. Continued strong development and increasing take-up rates have created a residential land supply shortage and therefore a rezoning was required to continue to meet this demand. To date, all subdivision planning permits within the General Residential Zone adjoining the PSP area have been acted upon.

A report from the Planning Department was submitted to 15 September 2020's Council Meeting, seeking to obtain authorisation to proceed with the amendment. The amendment was submitted to DELWP for authorisation on 21 October 2020, through the Amendment Tracking System (ATS).

The Planning Department sent emails requesting updates and informed DELWP of the concerns raised by the community and the pressure on Council to deliver more developable land. The current residential land supply is now exhausted and while Council has been awaiting the response from DELWP, across the river in the Murray River Shire, Moama has been booming.

The NSW government provides a more streamlined process to deliver developable land and takes only a fraction of the time of the Victorian process. Ironically the Victorian Government has been promoting less red tape and streamlined processes as it seeks to address the COVID19 impacts on the economy. Local government has been contacted on numerous occasions in recent months to assist in driving economic recovery through streamlined processes while the largest development in the history of Echuca was mired in the State's own amendment process.

The Planning Department offered to assist DELWP in any way to minimise delays. A response was not received until a phone call a few days before the arrival of their letter dated 20 April 2021, six (6) months after the amendment was submitted. The letter details conditional consent to authorisation, subject to satisfying a number of conditions prior to going on exhibition.

While the conditions requested are relatively minor, they have the effect of stalling the amendment. Council is unable to proceed to exhibition due to the changes requested, that were not been previously identified by DELWP though many opportunities to do so were available to them.

DELWP has been consistently involved in the amendment during its drafting and corresponding with the Victorian Planning Authority (VPA) and Council. The amendment has taken four (4) years to research, develop and draft, with referral agency involvement and landowner engagement, recognising the extreme sense of urgency due to land shortage.

Conditional consent from DELWP

A response letter to DELWP has been drafted and is attached. The following is a brief overview providing greater explanation on the meaning of the condition and officer responses.

Zoning

The conditions regarding Zoning provided by DELWP were not flagged previously as concerns or changes required. The "suite of zones" detailed within their first dot point has never been highlighted as a concern. To ensure that Council can progress, officers have amended the Urban Growth Zone Schedule 1 (UGZ1) to now include Neighbourhood Residential Zone (NRZ) instead of the General Residential Zone (GRZ).

The GRZ was picked by Council and the VPA (whose role is to create PSP amendments) as it was considered appropriate and consistent with other PSPs. Similar amendments within a regional context (Bendigo and Shepparton) also referenced the GRZ within the UGZ schedule. An email was sent to DELWP on 29 April 2021 seeking clarification, however a response has not yet been obtained.

Heritage

Officers are not seeking to include a heritage amendment within C117. Considering the scope of the amendment (only one property), it is not considered an appropriate use of resources and time. Officers keep a list of properties within the Shire which should be included within a Heritage Overlay in readiness for when they can be included in an amendment. It is therefore considered more reasonable to do a broader future amendment, which would include this property as well as the others identified (not in Echuca's west) for efficiency and to avoid delaying the current C117 amendment.

The property in question has already been identified within the amendment documentation, including the Echuca West PSP. It is noted that the building could now not be demolished (Section 29B, Building Act 1993), as the site is already identified and would be a pending amendment. This was addressed in the September Council Meeting and supported by Council.

Deletion of the Floodway Overlay

The Floodway Overlay (FO) has been deleted due to the findings of the Water Technology Report as well as Functional Layout Designs for the north and south of the PSP prepared by Alluvium a suitably qualified expert.

North Central Catchment Management Authority (NCCMA) and Goulburn Murray Water (GMW) have been consulted throughout the drafting of the specialist reports. Nothing has been provided by DELWP to justify the claim that the removal overall is not suitable. It is considered that the specialist flood advice has already been provided and this formed the basis of the removal of the overlay. Officers will highlight this to DEWLP.

Convenience retail centre

DELWP have requested that another convenience retail centre be offered within the precinct boundary. It is considered that existing commercially zoned land could accommodate future need and not be located within the PSP boundary. It is also stated within the Echuca West PSP (2020, p.20) that:

"The Echuca Commercial Strategy identifies a future Echuca West neighbourhood centre which will provide Echuca West residents with their local convenience shopping needs. A 2ha site along the Murray Valley Highway has been identified for the development of the Echuca West Local Convenience Centre (LCC)...Foreseeable demand does not generate the need for an additional retail centre to be planned for within the Echuca West PSP."

The site mentioned has been approved for a full-line supermarket and two specialty shops under Amendment C111 which has been gazetted by DELWP and issued a planning permit, PLN277/2019. The request is considered unnecessary and is not in accordance with current or future supply and demand and Council strategies. Although further commercial centres may be required by 2036, it is unreasonable and not possible to establish the most appropriate location at this time (if it is ever even needed).

Local mapping

Amendment C118, The Omnibus amendment rectifies any mapping issues listed within this dot point. Due to the amendments coinciding, it is difficult to determine the mapping requirements and the Omnibus mapping

cannot be included within this amendment. It is also noted that any suggested change to the mapping is actually outside the area of the PSP and therefore better left to be amended through C118.

Changes to the explanatory report and reference documents

The changes requested by DELWP to the explanatory report have been added. The explanatory report was prepared with input from VPA and is very similar (if not longer) than other approved amendments introducing a PSP.

Notice of the amendment

DELWP have listed all of the authorities that should be given notice of the amendment, which has been acknowledged. The response received from DELWP outlined Council did not consult with most authorities, which untrue. It is disconcerting that DELWP would raise such a matter in its response. An email was sent to DELWP on 9 July 2020 with a list of the referral agencies who have been contacted during the amendment process.

Under Section 19 (1)(a) of the Planning and Environment Act 1987 (Vic), notice of the amendment is required to be provided to referral authorities during notice (exhibition). The requirement for notice prior to authorisation from DELWP is not required, even though this has occurred.

5. OPTIONS

Option 1: Make changes to the amendment and write to the Minister to express concern at the time taken and the Amendment process

This option is recommended by officers.

Without responding to DELWP, C117 cannot move forward. The proposed changes to the planning scheme allow for the expansion of Echuca West to facilitate the next 40 years of residential development for Echuca. The PSP and DCP provide appropriate strategic direction for future development and identifies infrastructure required with a funding mechanism.

The amendments made are minor in nature and relatively trivial and do not significantly change the amendment and its purpose. Council should note that while officers have provided information and made changes in line with the conditions, other than the heritage overlay, if the Department (Ministerial Delegate) does not agree with the response, this could significantly delay the amendment as Council would be forced to introduce a heritage overlay on the single property prior to exhibition.

This is in part why officers have recommended writing to the Minister to express concern as there is no appeal mechanism within the amendment process.

Option 2: Provide the rational to DELWP as to why the conditions should be removed.

This option is not recommended by officers. There is no appeals mechanism in the amendment process and would incur further delays.

Echuca is rapidly running out of residential land for development. The area chosen has been identified since a 1993 Charrette and Echuca West Development Plan 1998 as well as the Echuca Housing Strategy (2011). Not advancing with the amendment would stall residential and economic growth within Echuca and is contrary to the objectives of the Planning and Development Act 1987 and the Council Plan 2017-2021.

6. CONSULTATION

This is not required as officers have delegation and the amendment process includes an exhibition period (public consultation) of 6 weeks.

7. POLICY AND LEGISLATIVE IMPLICATIONS

Consideration of the relevant policy and legislative is addressed, in accordance with the *Planning & Environment Act 1987*.

8. FINANCIAL AND ECONOMIC IMPLICATIONS

C117 not progressing is affecting Echuca's ability to grow and expand. With no residential land being available, this has meant Moama has benefitted and Echuca is losing out on residential development opportunities.

9. ENVIRONMENTAL IMPLICATIONS

Not relevant.

10. SOCIAL IMPLICATIONS

Without the ability of Echuca to expand, this has implications on current and future population growth. A lack of growth impacts the diversity of the community and local economy.

11. RELEVANCE TO COUNCIL PLAN 2017-2021

The stalling of the amendment impacts several strategic objectives that are encompassed within the Council Plan themes, such as a strong and engaged community and resilient economy. The amendment seeks to 'build vibrant communities' and 'plan for growth', listed within the Council Plan which are unable to occur without the strategic amendment.

12. ISSUES AND RISK MANAGEMENT

The delay of the amendment poses a risk to the growth of Echuca and its subsequent development. Council have pursued the amendment to mitigate the risk of no land supply, however the amount of time DELWP have taken to respond does not appear to recognise the urgency of the amendment.

13. CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, the officer preparing the attached 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

Council officers are delegated to respond; however, the report is to provide the opportunity for Council to be unified in its response to DELWP and the Minister of Planning. The report and letter is also to demonstrate to the community the work that has been done by Council to progress the amendment.

16. CONCLUSION

C117 remains an urgent and important amendment for the growth of Echuca West. Council has worked in collaboration with the VPA, relevant referral agencies (including DELWP) and landowners to get the amendment through to DELWP for authorisation.

Planning officers seek to continue the amendment process as quickly as possible in order to provide for residential development and further Echuca's growth.

17. CONFIDENTIALITY

The attached report (and application process) is consistent with the requirements of the *Planning & Environment Act 1987* in relation to confidentiality.

18. ATTACHMENTS

- 6.1.1 Campaspe Planning Scheme Amendment C117 response to DELWP
- 6.1.2 Campaspe Planning Scheme Amendment C117 Amended Explanatory Report

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 Councillor Allowance Confirmation

Author	Department	Manager	General Manager
Manager Governance & Strategy	Governance & Strategy	CEO	

1. SUMMARY

Mayors and councillors are entitled to receive an allowance while performing their duty as an elected official. The Victorian Government sets the upper and lower levels for allowances paid to councillors.

Council is required to review allowance levels by 30 June in the year following a general election and the allowance level determined remains in effect for the full term of the council, subject to annual automatic adjustments by the Minister for Local Government.

This report seeks to adopt the level of mayoral and councillor allowance for the remainder of the term.

2. RECOMMENDATION

That Council having given notice pursuant to section 223 of the Local Government Act 1989 and no submissions being received, adopt:

- a. a mayoral allowance of \$81,204 per annum, plus \$7,714 being the equivalent of the superannuation guarantee, the maximum allowed for category 2 councils, and
- b. a councillor allowance of \$26,245 per annum, plus an additional \$2,493 being the equivalent of the superannuation guarantee, the maximum allowed for category 2 councils.

for the 2020-2024 term or until such time as the Remuneration Tribunal determines the allowances in accordance with the Local Government Act 2020.

3. PURPOSE

To adopt the mayoral and councillor allowances for the 2020–24 term of office in accordance with Section 74 of the Local Government Act 1989.

4. DISCUSSION

In accordance with Section 74(1) of the 1989 Act Council is required to review its mayoral and councillor allowances within 6 months of a general election or by 30 June, whichever is later.

Council at its meeting of the 17 March 2021 resolved:

That Council:

1. *Commence the statutory process pursuant to section 74(4) of the Local Government Act 1989 to determine the councillor and mayoral allowances for 2020-2024 term or until such time as the Remuneration Tribunal determines the allowances in accordance with the Local Government Act 2020.*
2. *Adopt in principle:*

- a. a mayoral allowance of \$81,204 per annum, plus \$7,714 being the equivalent of the superannuation guarantee, the maximum allowed for category 2 councils, and
 - b. a councillor allowance of \$26,245 per annum, plus an additional \$2,493 being the equivalent of the superannuation guarantee, the maximum allowed for category 2 councils.
3. Gives public notice of the in principle mayoral and councillor allowances in accordance with sections 74(4) and 223 of the Local Government Act 1989.

Public notice of the allowance review was given over the period of the 30 March to 30 April. No submissions were received.

Option 1: Adopt the level of mayoral and councillor allowance for the remainder of the term as presented.

The level of allowance reflects the existing allowance and is within the permissible range.

This option is recommended by officers.

Option 2: Adopt an alternative level of mayoral and councillor allowance for the remainder of the term.

Adopting an alternative level of allowance within the permissible range is acceptable and at the discretion of Council. Adopting an alternative level of allowance that is outside the range is non-compliant with the legalisation.

This option is not recommended by officers.

5. CONSULTATION

External consultation:

- Notice of the Councillor Allowances Review was given pursuant to Section 223 of the Local Government on Councils website and via the Campaspe Times over the period 30 March to 30 April.

6. POLICY AND LEGISLATIVE IMPLICATIONS

Section 74(1) of the 1989 Act Council is required to review its mayoral and councillor allowances within 6 months of a general election or by 30 June, whichever is later.

Further, Section 73B of the 1989 Act requires, amongst other things, that The Minister must at least once every year, review the limits and ranges of Councillor and Mayoral allowances.

7. FINANCIAL AND ECONOMIC IMPLICATIONS

Current mayoral and councillor allowances are set at the maximum allowable in category 2:

- Mayor: \$81,204 per annum (plus the equivalent of the superannuation guarantee of 9.5%)
- Councillor: \$26,245 per annum (plus the equivalent of the superannuation guarantee of 9.5%)

There is no impact by retaining the existing level of allowance which can be accommodated within existing resources.

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 – Enable the delivery of services, facilities and programs to the community through sound corporate governance and fiscal responsibility.

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

Nil.

9.2 Community Vision endorsed for consultation

Author	Department	Manager	General Manager
Community Development	Community		General Manager Community

1. SUMMARY

The *Local Government Act 2020* requires councils to develop and adopt a community vision, a long-term strategic document that has a minimum 10 years forward focus. Community engagement is a critical component in the development of the Vision, because the Vision must be *owned* by the community and reflect its long-term aspirations to thrive.

The Community Vision should inform all subsequent strategic activity by Council, inclusive of the Council Plan, long term financial plan and asset management plan.

In 2015, Council produced a document entitled, "*Campaspe our Future*" and, given the recency of its adoption, the 2021 engagement process tested the structure and validity of the Vision with the community, key stakeholder groups, councillors and staff.

2. RECOMMENDATION

That Council, based on the outcomes of community consultation, affirms the *Campaspe Our Future* vision," We want to be strong, supportive, vibrant and sustainable ", as remaining current and reflecting the community's vision for the future.

3. PURPOSE

To seek the endorsement of Council that the current Community Vision, established within *Campaspe Our Future* (2015), will continue to be the foundation for the *Campaspe Thriving Together* 2040 plan.

4. DISCUSSION

As stated above, the *Local Government Act 2020* requires Council to develop and adopt a community vision. Since December 2020 Officers have been working through an extensive engagement process with Community, Staff and Stakeholders to confirm the strategic priorities for the municipality for the next 20 years.

In developing this project Officers identified a 2015 Council document titled, "*Campaspe our Future*", it was identified that this document may be still valid in the current eco-social environment. It was agreed that the engagement process for the new Vision would test the structure and validity of "*Campaspe our Future*".

Officers within the Community Development team coordinated an extensive engagement process which included, face to face sessions, town walk throughs and pop up stations and an online survey (refer section 6 for full details).

The overwhelming feedback from all parties was that the issues identified in 2015 were still valid for the next 20 years, these include:

- a) Health and Wellbeing
- b) Infrastructure
- c) Land use
- d) Natural Environment
- e) Employment, Education and Business
- f) Community Voice and Accountability

That noted, the manner in which the issues/concerns/ideas identified from this 2021 engagement process are categorised (themed), as Council develops the 2021-23 Community Plan, may differ as the analysis and feedback stages are completed.

Option 1: Accept the recommendation

The recommendation is based upon an extensive consultation program across a broad range of the community. In accepting this recommendation, Council will validate the process and authenticates the input from Community.

This option is recommended by officers.

Option 2: Not to Accept the recommendation

By not accepting the recommendation Council puts itself at risk of developing a Vision which does not reflect the aspirations and contributions of the community.

This option is not recommended by officers.

5. CONSULTATION

Since January 2021, officers have been facilitating a broad engagement program, which has included:

Internal consultation:

- Nine staff only sessions, 240 staff participating

External consultation:

- Twelve open community sessions attended by 203 people
- Stakeholder sessions (total attendees 45) targeting:
 - Dja Dja Wurrung Senior Managers
 - Campaspe based Aboriginal Service providers
 - Education Providers
 - Health and wellbeing providers
 - Two separate government Agency sessions (On-line and Face to Face)
- Community Survey completed by 381 residents
- Listening posts/Community walk arounds were facilitated at:
 - Echuca
 - Kyabram
 - Lockington
 - Rochester
 - Tongala
 - Rushworth

- Two formal submissions were also received from:
 - Taungurung Land & Waters Council
 - Victorian Pride Lobby

To support the engagement of younger people, the Thorne Harbour institute, in partnership with Victoria University facilitated a youth listening post in Echuca.

Councillors:

- 7 April 2021 Council only engagement session.
- 5 May 2021 Council briefing session

6. POLICY AND LEGISLATIVE IMPLICATIONS

In developing this report consideration of the relevant Council Policy and relevant law as required by Section 9(2)(a) of *Local Government Act 2020* has been undertaken, this includes Council Policy 179 Public Transparency and the transparency of Council's decisions, actions and information.

7. FINANCIAL AND ECONOMIC IMPLICATIONS

This report has taken into consideration any impacts to the economic sustainability for the municipality in accordance with Section 9(2)(c) of *Local Government Act 2020*.

As well as consideration of the ongoing financial viability of the Council in accordance with Section 9(2)(g) of *Local Government Act 2020*.

8. ENVIRONMENTAL IMPLICATIONS

Consideration of 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* have been included in developing this report.

9. SOCIAL IMPLICATIONS

Consideration of any social implications for the municipality have been undertaken in developing this report in accordance with Section 9(2)(c) of *Local Government Act 2020*.

10. RELEVANCE TO COUNCIL PLAN 2017-2021

The reports links to the following strategic themes within the current Council plan

- **Strong and engaged communities**
 - Foster Community partnerships
 - Build vibrant communities
 - Enable engaged and active residents
- **Resilient economy**
 - Facilitate and enable local enterprise
 - Develop strong business networks
 - Promote competitive advantages

- Support tourism opportunities
- Partner to improve education and training
- **Healthy environment**
 - Plan for growth
 - Promote resource minimisation
 - Adopt and support alternative energy options
 - Support response to a changing climate
 - Develop partnerships for a healthy environment
- **Balanced services and infrastructure**
 - Plan and advocate to meet community need
 - Maximise innovation and partnership
- **Responsible management**
 - Support clear and open communication
 - Advocate
 - Strengthen relationships and partnerships
 - Deliver sound governance and fiscal responsibility
 - Promote positive organisational culture
 - Customer centred approach

11. ISSUES AND RISK MANAGEMENT

Issues:

Issue 1: Ongoing engagement of the Community

The development of the Community Vision must be facilitated through a collaborative process, to ensure Community has the capacity to provide significant guidance to Council about its long-term needs and aspirations.

Council will require ongoing validation from the community in developing the objectives of the Vision.

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

By endorsing the strategic structure developed in 2015 it can be used to develop the implementation of the Vision. It should also be noted that there remains a significant amount of work yet to be conducted which will require further community and stakeholder consultation. This will support Council to make informed decisions as it provides validated data to proceed with the finalisation of this process.

The next steps are for the Community Development Team to work with an independent facilitator to review all the data obtained from the initial consultation process.

A report (based on the data) will be prepared for Council that specifies the major issues across the identified themes and stakeholder types, and make recommendations about which priorities could/should be addressed under the Community Vision and subsequently in the Council Plan.

In parallel with this work summarised reports (township based) will be circulated to the community to inform it of Council's initial interpretation of the input. Not only will this help with validating the data but also demonstrate the Shire's commitment to providing transparency throughout the process.

The circulation of this work will be a similar process to that which was undertaken to initially collect the data, enabling a broad spectrum of the community an opportunity to confirm that Council has "heard" the community and that the document reflects a shared ambition.

9.3 Council Plan Initiatives Quarter 3 - Update

Author	Department	Manager	General Manager
Manager Governance & Strategy	Governance & Strategy	CEO	

1. SUMMARY

The report provides an update on the implementation of the 27 initiatives funded under the 20/21 budget that support delivery of the Council Plan Vision 'We are strong, supportive, vibrant and sustainable'. The range of initiatives reflect the diverse services that Council provide to the community. Progress in relation to the implementation of these initiatives are reported quarterly. This report provides the third quarter update.

2. RECOMMENDATION

That Council note the progress towards the 2020/21 Council Plan Initiatives supporting implementation of the Council Plan 2017/21.

3. PURPOSE

To provide Council with the third quarter update on the progress of implementation of the 2020/21 Council Plan Initiatives.

4. DISCUSSION

The 2017-2021 Council Plan (Plan) is Council's key strategic document for the term of the Council, which reflects the outcomes of stakeholder and community engagement. The Plan describes Council's strategic objectives, strategies for achieving the objectives and how the outcomes will be measured. Supporting the delivery of the Council's vision is the Strategic Resource Plan which describes the financial and non-financial resources required to implement the Council Plan over the four-year period.

The Plan incorporates the requirements of the *Public Health and Wellbeing Act* for Council to prepare a Municipal Public Health and Wellbeing Plan (MPHWP).

This Plan sets a vision of 'We are strong, supportive, vibrant and sustainable'.

The Plan is supported by 27 initiatives funded in the 2020/21 Budget. Progress in relation to the implementation of the initiatives are reported to Council and the community quarterly. This report is the third quarterly report of initiatives funded under the 2020/21 budget.

As part of the second report the following 3 initiatives were completed. As they were completed in Q2 they will not be displayed as part of the Q3 report.

Strong and Engaged Communities

- We will engage with our community to obtain feedback as part of a one-year nation-wide initiative to evaluate the impact of library services through the "Culture Counts" project of the Public Libraries Australia Evaluation Network.

Healthy Environment

- We will inspect a minimum of 480 properties to ensure fire prevention works have been completed.

Responsible Management

- We will engage with the community to develop a 10-year community plan which sets the long term vision for Campaspe.

The status of implementation at the end of quarter 3 (March 2021) across these initiatives was:

- 3 have not started,
- 0 need attention,
- 17 are in progress,
- 4 are completed.

5. OPTIONS

Option 1: Council note the progress towards implementation of the Council Plan

This report seeks to provide Council and the community with an update in relation to the progress of implementation of initiatives funded under the 2020/21 budget that support the delivery of Councils Vision.

This option is recommended by officers.

Option 2: Council not note the progress towards implementation of the Council Plan

This option is not recommended by officers.

6. CONSULTATION

Internal consultation:

General Managers and Department Managers from across the organisation have been consulted in relation to the progress of initiatives funded under the 2020/21 budget.

7. POLICY AND LEGISLATIVE IMPLICATIONS

This report supports implementation of the Public Transparency Principles at Section 58 of the Local Government Act 2020 in particular that *Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act.*

8. FINANCIAL AND ECONOMIC IMPLICATIONS

This report provides Council and the community with an update on the progress of implementation of the 2020/21 Council Plan Initiatives. The report raises no economic sustainability or financial viability implications.

9. ENVIRONMENTAL IMPLICATIONS

This report provides Council and the community with an update on the progress of implementation of the 2020/21 Council Plan Initiatives. The report raises no environmental sustainability issues.

10. SOCIAL IMPLICATIONS

This report provides Council and the community with an update on the progress of implementation of the 2020/21 Council Plan Initiatives. The report raises no social implications.

11. RELEVANCE TO COUNCIL PLAN 2017-2021

This report provides Council and the community with the third quarter update on the progress of implementation of the 2020/21 Council Plan Initiatives that support implementation of the Council Plan.

12. ISSUES AND RISK MANAGEMENT

Issues:

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

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

Many of the initiatives seek to address these key challenges.

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 to provide Council and the community with an update in relation to the progress of implementation of initiatives funded under the 2020/21 budget that support the delivery of Councils Vision.

17. ATTACHMENTS

9.3.1 Council Plan Initiatives Quarter 3 - Update

9.4 Public Places and Street Trading Policy

Author	Department	Manager	General Manager
Risk Management Officer	Office of the CEO	Manager Governance and Strategy	CEO

1. SUMMARY

This report presents one policy for adoption as follows:

- 159 – Public Spaces Trading

2. RECOMMENDATION

That Council:

- 1. Endorse the amended Council Policy 159 – Public Spaces Trading for a minimum 28-day consultation period.**
- 2. Conduct an Expression of Interest process for eligible groups/organisations to apply for licences to operate within the Port of Echuca, on the basis that the Policy is adopted by Council following the consultation period.**

3. PURPOSE

The purpose of the report is to present an amended policy for endorsement and a public consultation period.

4. DISCUSSION

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 Internal 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.

A summary of the reviewed policy is listed below and a copy is attached.

Policy No.	Policy Title	Purpose	Summary of Proposed Changes
DIVISION – COMMUNITY			
159	Public Spaces Trading	To ensure appropriate and safe use of Council's footpaths, parks and reserves for pedestrians and businesses. To provide Council with a mechanism to control and regulate trading activities on Council's footpaths, parks and reserves.	Changes that have been made to the policy include: <ul style="list-style-type: none"> • Introduction of Potential Trading Area

		<p>To ensure that the footpath remains accessible and safe for all pedestrians.</p> <p>To provide guidelines that clearly specify the timing, locations, activities and equipment relating to trading on Council owned and managed land.</p> <p>To ensure that trading does not detract from the amenity and aesthetics of the area.</p>	<ul style="list-style-type: none"> • Removal of the limit on the number of markets to be held in Port of Echuca • General administrative updates • Guidelines updated April 2021
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5. OPTIONS

Option 1: Endorse the amended policy

To ensure that policies remain up to date it is recommended that Council adopt this option. This option is recommended by officers.

Option 2: Not adopt the one policy

This option is not recommended by officers.

6. CONSULTATION

Internal consultation:

- Relevant responsible policy holders
- Executive Management Group

Councillors:

- 13 January 2021 Council Briefing Session.
- 5 May 2021 Council Briefing Session

7. POLICY AND LEGISLATIVE IMPLICATIONS

Policies assist in improving the delivery of services to the community and give clear direction to officers. Council policies assist with establishing guidelines, effective decision making and being accountable to the community.

8. FINANCIAL AND ECONOMIC IMPLICATIONS

None identified

9. ENVIRONMENTAL IMPLICATIONS

None identified

10. SOCIAL IMPLICATIONS

None identified

11. RELEVANCE TO COUNCIL PLAN 2017-2021

Balanced Services and Infrastructure: Policies improve delivery of 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.

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

It is recommended to adopt the one policy as policies assist in improving the delivery of services to the community and give clear direction to officers. Council policies assist with establishing guidelines, effective decision making and being accountable to the community.

17. CONFIDENTIALITY

Not applicable

18. ATTACHMENTS

- 9.4.1 Council Policy 159 (current) – Public Spaces Trading with proposed changes
- 9.4.2 Council Policy 159 (proposed) – Public Spaces Trading
- 9.4.3 Public Spaces Trading and Guidelines revised

9.5 Grogan's Bridge Load Limit

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

1. SUMMARY

Runnymede Grogan's Bridge Replacement (Grogan's) is a renewal project (PR-100319) in the 2020/21 Capital Works Program (CWP). The project has been on the annual CWP since 2019 and has been subject to conjecture over the required scope of works.

Due to varied scope of works recommendations from two different consultants on the condition of Grogan's Bridge, physical load testing was undertaken on 8 September 2020 to confirm the actual load limit.

The actual load testing comprised of visual inspection, surveying and measuring the bridge superstructure on the top side.

The load limit test produced a positive outcome and provided an opinion for a 20 Tonne (T) load limit. This is significantly more than the current limit of 5T and meets the CFA and service level requirements for the road.

2. RECOMMENDATION

That Council:

- 2. Endorse the recommendation that the Grogan's Bridge load limit be increased from 5T to 20T.**
- 3. Endorse bridge repair and maintenance works to address the defect and issues identified in the Level 3 bridge assessment report completed on the 16th of November 2020.**

Purpose

To inform Council of an updated consultant's report for Grogan's Bridge and seek their endorsement for a change in load limit from 5 tonnes (T) to 20 tonnes (T). This changes the scope of the works in PR-100319 to repair and maintain the bridge as per the recommendation provided in the latest Level 3 report.

3. DISCUSSION

In April 2018, a report was prepared by consultants Pit and Sherry based on the Level 2 and Level 3 bridge inspections. The level 3 inspection report indicated that some of the components of Grogan's Bridge had failed. The report recommended the load limit for the bridge be reduced to 5 T as a short-term remedial measure and recommended replacing the bridge with a new concrete bridge as soon as reasonably practicable.

Project "PR-100319" was introduced to complete the scope of the works and replace the bridge with a low flow crossing. A communications report was submitted to Council on June 29, 2018, informing them of the status of load limits and closures to 5 bridges, including Grogan's Bridge.

Council engaged Aussie Bridges to do further investigation and detailed assessment of the bridge's load bearing capacity. Aussie Bridges were engaged to confirm the load limit and project scope. They performed structural analysis of the bridge components and reported that the bridge has a maximum load capacity of 20 T.

The scope of assessment/investigation for the project included:

1. Level 2 and Level 3 assessment reports to determine then bridges current condition.

2. Physical Load Testing to confirm load bearing capacity and recommend the load limit for the bridge.
3. Recommend required remedial work / repair; and the cost estimates of the required works to be performed.
4. Advise on expected life of the structure after recommended treatment.

Based on the structural analysis of the bridge the following future actions are recommended:

1. Change the scope in the project from “Bridge removal and installation of a low-level crossing” to “repair and maintain”.
2. Increase the Bridge load limit from 5 T to 20 T.
3. Undertake the Bridge repair and maintenance works to address the defect and issues identified in Level 3 Bridge assessment report completed by Aussie Bridges.
4. Future routine maintenance to be schedule.
5. Advise emergency services and local landowners about the change in the load limit.

The original bridge construction estimates for the installation of the low-level crossing was \$201,000. With the modifications in scope, maintenance costs are estimated at \$30,000 producing a saving of \$171,000.

4. OPTIONS

Option 1: Support the recommendations.

That Council endorse the two recommendations as listed to enable the Grogan Bridge load limit to increase.

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.

5. CONSULTATION

Internal consultation:

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

External consultation:

- Pit and Sherry Consultants
- Aussie Bridges Consultants

Councillors:

- Previous council only.

6. 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

7. FINANCIAL AND ECONOMIC IMPLICATIONS

The original bridge construction estimates for the installation of the low-level crossing was \$201k. With the modifications in scope, maintenance costs are estimated at \$30k producing a saving of \$171k.

8. 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.

There are no Cultural Heritage impacts from the project as works are being conducted on previously disturbed sites and do not require major excavations.

9. SOCIAL IMPLICATIONS

Access will be improved for heavy machinery and trucks, including access for emergency vehicles.

10. RELEVANCE TO COUNCIL PLAN 2017-2021

The Upgrade of the load limit meets the strategic objective to provide services and assets that meet current and future community need.

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

Noting that a significant amount of remediation work was completed on Grogan's Bridge within last five years, Council engaged Aussie Bridges to do further investigation and detailed assessment of the bridge's load bearing capacity. They performed structural analysis of the bridge components and reported that the bridge has maximum load capacity of 20 T.

10. Council Information

10.1 Letters of Appreciation

The following have been received:

- Michael Pryor - My wife and I recently holidayed for a week in Echuca, and I wanted to get in touch to congratulate you on the historic signs on buildings, especially in the old port area. These were excellent – clear, informative, detailed and extensive. They appealed greatly to my historical curiosity, and gave an excellent idea of Echuca in days gone by. Well done!
- Mr David Wischer, Rushworth - “I have lived in Rushworth for a little while and thought it was a bit run down and now I want to pass on that the works being done in the main street look great, I have enjoyed watching the improvements even the painting of the picket fences and it's a great thing to see, looking really good.”
- Bev Williams, Kyvalley Progress Association – thank you to Cr Colleen Gates and Cr John Zobec for attending the Kyvalley Progress Association annual meeting where Les Parkinson was acknowledged for his 59 years of volunteering in the Kyvalley community.
- Robert Jolley, Kyabram – thank you for flushing the drainage pipes in Anderson Street, Kyabram. Hopefully this helps the poor drainage of the street this rainy season.

RECOMMENDATION

That Council

- 1. Note the letters of thanks and appreciation as listed, and**
- 2. Advise the Echuca Historical Society Inc. of the impact of the Interpretive Heritage Signs.**

10.2 Community Event Sponsorship

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

1. SUMMARY

That Council note three successful applications and one unsuccessful application for Community Event Sponsorship.

2. RECOMMENDATION

That Council:

1. Note that the following grants have been approved in accordance with the Community Event Sponsorship criteria:

- **Kyabram AH&P Society Inc. – \$1,000 cash to assist with the cost of children’s entertainment at the Kyabram Annual Spring Show to be held on 16 October 2021, and the use of Council’s temporary white picket fencing to section off the children’s entertainment area**
- **Kyabram Parkland Golf Club Inc. – \$2,500 towards hosting the Victorian Par 3 Championships to be held from 5 – 13 June 2021**
- **Kyabram RV Country Music Festival (Kyabram Development Committee Inc.) – \$3,000 towards hosting the Kyabram RV Country Music Festival to be held from 3 – 7 November 2021**

2. Note that the following grant was not approved in accordance with Community Event Sponsorship criteria:

- **Kyabram Garden Club Inc. – to assist with costs associated with hosting a 61st birthday celebration including a guest speaker to educate those in attendance on garden design.**

3. PURPOSE

To note the outcomes of the Community Event Sponsorship applications 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 applications have been received:

Kyabram AH&P Society Inc. – requested \$1,000, to assist with the cost of children’s entertainment at the Kyabram Annual Spring Show, an event for all ages that brings the local and regional exhibitors and visitors to the Campaspe Shire.

The Show will be hosted in-line with COVID guidelines/restrictions in place at the time.

Council will receive recognition of the sponsorship through the use of banners, both teardrop and fence scrim, at events held across the weekend.

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

The application was submitted within the required three-month notification period. The event will be held 16 October 2021.

Kyabram Parkland Golf Club Inc. – requested \$2,500, to assist with hosting the Victorian Par 3 Championships, an event that attracts participants from all across Victoria and will increase business over the period from participants and their partners.

This year the club have adopted a new format where the women will now play on the weekend to allow working women to also participate in the event.

In-line with Golf Australia COVID guidelines and restrictions in place at the time, the club will hire a marquee and gas heaters from Kyabram Hire to relieve the congestion of people in the clubhouse.

Council will receive recognition of the sponsorship through the use of banners, both teardrop and fence scrim, at the event held across the week.

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

The application was not submitted within the required three-month notification period, as the event will be held from 5 – 13 June 2021.

Kyabram RV Country Music Festival (Kyabram Development Committee Inc.) – requested \$3,000, to assist with the cost of hosting the Kyabram RV Country Music Festival, an event for all ages that brings the local and regional visitors to the Campaspe Shire.

The event will be hosted in-line with COVID guidelines/restrictions in place at the time.

Council will receive recognition of the sponsorship through the use of banners, both teardrop and fence scrim, at events held across the weekend.

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

The application was submitted within the required three-month notification period. The event will be held from 3 – 7 November 2021.

Kyabram Garden Club Inc. – requested \$1,000 to assist with hosting a 61st birthday celebration including a guest speaker to educate those in attendance on garden design.

The event will be held in-line with COVID restrictions in place at the time.

The application was submitted within the required three-month notification period. The event will be held 16 August 2021.

Organisation	Amount	Amount Recommended	Purpose	Comment
Kyabram AH&P Society Inc.	\$1,000	\$1,000	To assist with the cost of children's entertainment at the Kyabram Annual Spring Show, an event for all ages that brings the local and regional exhibitors and visitors to the Campaspe Shire.	<p>Approved by CEO</p> <p>The event attracts in excess of 2,500 people to Kyabram, locally and from regional Victoria.</p> <p>With an increase of visitors to Kyabram for the event, there will be an increased spend in the town.</p> <p>This event has been part of the event calendar for many years and this year will be hosted in-line with COVID guidelines and restrictions in place at the time.</p> <p>The designated children's entertainment area, including face painting, balloon blowing, art & craft will be provided free of charge.</p>
Kyabram Parkland Golf Club Inc.	\$2,500	\$2,500	To assist with hosting the Victorian Par 3 Championships, an event that attracts participants from all across Victoria and will increase business over the period from participants and their partners.	<p>Approved by CEO</p> <p>This event attracts in excess of 350 people to Kyabram and district, with participants coming from across regional Victoria and metropolitan areas.</p> <p>This event has been part of the event calendar for many years and this year will be hosted in-line with Golf Australia COVID guidelines and restrictions in place at the time.</p> <p>With an increase of visitors to Kyabram for the event, there will be an increased spend in the town.</p>

<p>Kyabram RV Country Music Festival</p> <p>(Kyabram Development Committee Inc.)</p>	\$3,000	\$3,000	<p>To assist with the cost of hosting the Kyabram RV Country Music Festival, an event for all ages that brings the local and regional visitors to the Campaspe Shire.</p>	<p>Approved by CEO</p> <p>This event normally attracts in excess of 800 to Kyabram, locally, regional and interstate.</p> <p>The Kyabram RV Country Music Festival partners with the Kyabram Scouts, Guides and Lions Club for assistance with running the event.</p> <p>This is an annual event and has been part of the event calendar for nine years.</p> <p>This year it will be hosted in-line with COVID guidelines and restrictions in place at the time.</p>
<p>Kyabram Garden Club Inc.</p>	\$1,000	\$0	<p>To assist with hosting a 61st birthday celebration including a guest speaker to educate those in attendance on garden design</p>	<p>Not approved by CEO</p> <p>Not a public event, rather an 'intimate birthday' event for club members.</p>

Events Sponsorship Program fund balance prior to this application:	\$17,400
Requested Funding:	\$7,500
Funding amount recommended:	\$6,500
2020/2021 Fund Balance: (19 May 2021)	\$10,900

Council's contribution of \$6,500 will lead to the provision of events with an anticipated benefit of approximately \$125,000.

5. CONSULTATION

Internal consultation:

- Event Support Officer
- Recreation Coordinator
- Capital Works Coordinator
- Environmental Projects Officer – Conservation
- 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:**

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

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 four applications to the Community Event Sponsorship Program. Council to note that three of these applications were successful and one was not.

10.3 Quarter 3 Update – Capital Works Program 2020/21

Author	Department	Manager	General Manager
Capital Works Coordinator	Infrastructure	Manager Projects and Facilities	General Manager Infrastructure

1. SUMMARY

This report presents an overview of progress of the annual Capital Works Program at 31 March 2021.

The 2020/21 program consists of 56 new projects (included in the 2020/21 Capital Works budget), 11 additional projects and 28 carry over projects totalling an initial overall target spend of \$37.9m. This report provides a summary of delivery during Quarter 3. Refer also to the attached dashboard at Attachment 10.3.1.

2. RECOMMENDATION

That Council note the contents of this report.

3. PURPOSE

To provide Council with an update on the progress of the annual Capital Works Program at 31 March 2021.

4. DISCUSSION**Update Quarter 3 - Carry over Projects**

Works continued on the McKenzie Road outfall drainage project in Echuca with work due to be completed in May.

Construction was completed on the Rushworth Murchison Road and Rochester Ramsay Street Open Drains.

Rushworth High Street Renewal construction works commenced in February and are expected to be completed in August.

Bridge barrier replacement works commenced with the program scheduled for completion in Quarter 4.

Works to prepare the marine vessels for slipping commenced.

Designs for Echuca Aerodrome Upgrade, Echuca Aquatic Reserve, and Rushworth Murchison Rail Trail are ongoing, the outcomes of which will inform grant applications for future construction.

Update Quarter 3 – New and Multi Year Projects

Construction of shire wide programs commenced and continue to run to schedule and budget. These programs include; Gravel Road and Shoulder Resheeting, Kerb and Channel and Footpath Renewals, Culvert Renewals and Parks and Playground Irrigation.

Procurement activity commenced for Echuca East Community Precinct Stage 1, Kyabram McEwen Road Basins Stage 3 and Kerb and Channel works in Echuca High, Dobinson and Collier Streets.

Construction of the following projects was completed; Tongala, Finlay Road Rehabilitation and Kerb and Channel works in Echuca at Hovell Street, McKinlay and Sutton Streets.

Contracts were awarded for Crossen Street Kerb and Channel works and Darling Road Rehabilitation with construction commencing in April.

Road, Kerb and Channel and Bridge design works continued in preparedness for the 21/22 capital program.

Rochester Playspace project and Kyabram Fauna Park designs continued with procurement activity planned for quarter 4. Both projects have grant acquittal dates in the 21/22 financial year.

Local Roads and Community Infrastructure projects continued to be scoped and designed with New and Upgrade (Missing Links) footpaths and DDA upgrade construction projects commencing across the Municipality.

Progress

Overall, this Quarter showed total spend of \$15.1M and a value of \$20.7M with the inclusion of commitments.

Activities for Quarter 4

Road rehabilitation works will continue at Rushworth High Street and will commence in Darling Street and Crossen Street Echuca. Kyabram McEwan Road Basin Stage 3 construction will also commence.

The 'Healthy Hearts Victoria' funded Eyre Street footpath upgrade commenced in April.

Wanalta Corop Stage 2 Rehabilitation will be completed by internal works crews along with Kerb and Channel works at Campaspe Street, Rochester and Percy and Leichardt Streets in Echuca.

Stage 2 (additional roads) Shire Sealed Road Resurfacing Program were completed in April. Regular programs of works will be finalised and acquitted before end of financial year.

Projects achieving 'Practical Completion'.

The following projects were practically completed this Quarter. 'Practically Completed' means site works are completed and open for public use.

- Echuca Service Street K&C
- Echuca Shackell Street K&C
- Echuca Riverfront Development
- Elmore Ayson's Reserve Emergency Works
- Gunbower Kow Swamp Lions Park Demolition
- Gunbower Landfill Cap Remediation
- Kyabram Rec Res Netball Court (Design only)
- Kyabram Wight St K&C
- Kyabram Allan Street Road Safety Works
- Kyabram Sth Boundary Rd Path Renewal
- Major Plant Replacement Program 19/20
- Rochester Ramsay Street Open Drain
- Rushworth Hall Roof Renewal
- Rushworth Murchison Road Open Drain
- Shire Rural Culvert Renewal 20/21
- Tongala Finlay Rd Pavement Rehabilitation
- Shire Major Patching 20/21

Financially Completed Projects

Financially completed means all invoices have been received and paid and the project closed financially. The following projects were financially completed this Quarter:

Project Code	Project Name	Budget	Savings	Surplus funds transferred to	Comments
PR-100306	Echuca EWMAC Plantroom and Chemical Delivery (Design only)	60,000.00	19,199.86	Asset Renewal Unallocated cash	Design only – project cancelled pending Aquatic Review outcomes.
PR-100396	Echuca. Minor St Pavement Rehabilitation	201,300.00	26,791.95	Asset Renewal Unallocated cash	
PR-100489	Kyabram Bond Street K&C (Design only)	6,095.00	0.00		Design only. Construction delayed due to recreation reserve review (McCormack Reserve is adjacent to the planned works).
PR-100281	Shire Bridge Renewal 19/20	250,000.00	50,175.38	Asset Renewal Unallocated cash	
PR-100437	Stanhope and Kyabram Swimming Pool Maintenance	80,000.00	13,774.50	Asset Renewal Unallocated cash	
PR-100490	Tongala Campbell St K&C	88,981.91	0.00		Child project for overall K&C Program – savings will be reconciled at the end of the whole program.
PR-100491	Tongala Cox Ave K&C	61,757.63	0.00		Child project for overall K&C Program – savings will be reconciled at the end of the whole program.
PR-100190	Toolleen, Toolleen Axedale Road Widening (Design only)	264,000.00	210,609.15	Asset Renewal Unallocated cash /Grant reallocation	Design only – project cancelled pending external funding for construction.
PR-100113	Echuca EWMAC Internal Building Renewals (Design only)	355,000.00	310,742.19	Asset Renewal Unallocated cash	Design only – project cancelled pending Aquatic Review outcomes.

5. CONSULTATIONInternal consultation:

- Relevant Project Sponsors

6. ISSUES AND RISK MANAGEMENT

A number of issues impact the successful and timely delivery of the annual capital works program.

Issue 1:

Typical delays in receiving approvals from external organisations. The achievement of approvals from external bodies continue to be a source of delay in a number projects resulting in the extension of project timelines. Mitigation measures have been put in place with projects being split over multiple years with a minimum of one year for design and approvals.

Issue 2:

Additional state and federal funding received due to Covid-19 stimulus packages has resulted in the program being larger than anticipated. Engagement of consultant Project Manager/s to deliver a number of externally funded projects will reduce the impact.

Risk:

Risk	Likelihood	Consequence	Rating	Mitigation action
Non delivery of adopted program resulting in reputational damage and council assets not being renewed in a timely manner.	Likely	Major	High	Ongoing monitoring and monthly reporting to EMG of 'at risk' projects Delivery of projects over multiple years

7. 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.

8. 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*.

9. 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.

10. CONCLUSION

The annual Capital Works Program has progressed with a total spend of \$15.1m as at 31st March 2021 and a value of \$20.7m with the inclusion of commitments.

11. ATTACHMENTS

10.3.1 Capital Works Program 2020/2021 – March 2021

11. Councillor Reports

Cr Christine Weller	
21 April 2021	Campaspe Council Meeting
24 – 25 April 2021	Lockington and District 23rd Annual Vintage Tractor and Machinery Rally
25 April 2021	ANZAC Day Dawn Service - Echuca
25 April 2021	ANZAC Day Service - Moama
25 April 2021	ANZAC Day Service – Echuca
26 April 2021	GVWRRG - Kerbside Audits
28 April 2021	Echuca Moama Show Society Meeting
30 April 2021	Social Media Knowledge workshop - Via Zoom
7 May 2021	Social Media Knowledge Workshop – Via Zoom
7 May 2021	Lighting up the Murray – Media preview Event
10 May 2021	Meeting – member of the community
10 May 2021	Campaspe Community Volunteer Awards - Nomination Judging
10 May 2021	C4EM Meeting
14 May 2021	Social Media Knowledge Workshop – Via Zoom
16 May 2021	LEAD Loddon Murray Guest Speaker
17 May 2021	Mural judging – Lockington Hall
19 May 2021	Stewardship Commissioning and Blessing Stratton Rd – St Joseph’s College
19 May 2021	Campaspe Council Meeting

Cr Robert Amos	
21 April 2021	Campaspe Council Meeting
25 April 2021	ANZAC Day Dawn Service - Echuca
25 April 2021	ANZAC Day Service – Echuca
27 April 2021	GVWRRG - Kerbside Audits
30 April 2021	VLGA Councillor Briefing Gender Equality Act 2020
3 May 2021	Echuca Moama Show Society AGM
6 May 2021	IMEMPC meeting
10 May 2021	C4EM Meeting
19 May 2021	Fonterra Industry Breakfast meeting
19 May 2021	Campaspe Council Meeting

Cr Colleen Gates	
21 April 2021	Campaspe Council Meeting
23 April 2021	Rural North Central Regional Meeting & Strategic Planning Session
25 April 2021	ANZAC Day Service – Kyabram
26 April 2021	GVWRRG - Kerbside Audits
30 April – 1 May 2021	2021 ALGWA Vic Conference
5 May 2021	Tongala Multi-Purpose Hub – Tongala PS
7 May 2021	Lighting up the Murray – Media preview Event
19 May 2021	Campaspe Council Meeting

Cr Paul Jarman	
21 April 2021	Campaspe Council Meeting
25 April 2021	ANZAC Day Service – Rochester RSL
28 April 2021	EM B2B - Intro & Business Networking Invite
19 May 2021	Campaspe Council Meeting

Cr Daniel Mackrell	
21 April 2021	Campaspe Council Meeting
25 April 2021	ANZAC Day Service - Tongala
4 May 2021	PLN090/2021 Planning Meeting
7 May 2021	Lighting up the Murray – Media preview Event
19 May 2021	Campaspe Council Meeting

Cr Tony Marwood	
20 April 2021	MDBA Webinar
21 April 2021	Campaspe Council Meeting
29 April 2021	Manufacturing & Agriculture Round Table Dinner
10 May 2021	C4EM Meeting
12 May 2021	Youth Advisory Group Meeting
13 May 2021	Goulburn Broken Catchment Management Authority - Meeting
19 May 2021	Fonterra Industry Breakfast meeting
19 May 2021	Campaspe Council Meeting

Cr Leanne Pentreath	
21 April 2021	Campaspe Council Meeting
24 April 2021	Lockington and District 23rd Annual Vintage Tractor and Machinery Rally
25 April 2021	ANZAC Day Service - Torrumbarry
25 April 2021	ANZAC Day Service - Lockington
25 April 2021	ANZAC Day Service – Gunbower
7 May 2021	Lockington Senior Citizens 52nd Anniversary – Lockington Hall
12 May 2021	Lockington Lions Club Changeover Dinner
19 May 2021	Campaspe Council Meeting

Cr Adrian Weston	
20 April 2021	Barmah-Millewa Capacity Options Workshop
21 April 2021	Campaspe Council Meeting
25 April 2021	ANZAC Day Service – Rushworth
25 April 2021	ANZAC Day Service – Corop
25 April 2021	ANZAC Day Service – Colbinabbin
27 April 2021	Girgarre Development Meeting
29 April 2021	VCTA - Echuca Gun Club
19 May 2021	Campaspe Council Meeting

Cr John Zobec	
21 April 2021	Campaspe Council Meeting
25 April 2021	ANZAC Day Service - Girgarre
25 April 2021	ANZAC Day Service - Kyabram
27 April 2021	Girgarre Development Meeting
19 May 2021	Campaspe Council Meeting

RECOMMENDATION

The Councillor Reports be noted.

12. Chief Executive Officer's Report

12.1 CEO Report for 19 May 2021 Council Meeting

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

CEO activities and meetings since the April Council meeting include:

- Loddon Campaspe Council's CEO meeting
- Lockington and District 23rd Annual Vintage Tractor and Machinery Rally
- Loddon Campaspe Partnership Meeting
- Echuca Moama Show Society
- Echuca Neighbourhood House – Back 9 site visit
- Manufacturing & Agriculture Round Table
- Murray River Group of Councils CEOs meeting
- Meeting re Cross Border Commissioner role in emergency management
- Meeting with C4EM CEO
- Fonterra Industry Breakfast

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 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*
- c) *Land use planning information, being information that if prematurely released is likely to encourage speculation in land values*
- 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.*
- h) *Confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)*

Confidential Business - Open

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

17. Close Meeting

Declan Moore

Chief Executive Officer