



Council Minutes



Date: 14 December 2022

Time: 6:00 pm

Venue: Echuca Civic Centre

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Minutes of the open section of the Campaspe Shire Council meeting held on Wednesday 14 December 2022, commencing at 6:00 pm at the Council Chambers, Echuca Civic Centre.

Present

Councillors

Cr Robert Amos - Mayor
Cr Colleen Gates
Cr Paul Jarman
Cr Daniel Mackrell
Cr Anthony Marwood
Cr Leanne Pentreath

In attendance

Officers

Pauline Gordon - Chief Executive Officer
Keith Oberin – Executive Director
Andrew Fletcher – Acting Director Community
Kate Lemon – Acting Director Infrastructure
Matthew McPherson – Acting Director Corporate
Emily Cordingley – Governance Advisor
Rebecca Jones - Governance Officer
Annette Waters - Governance Officer

Not Present

Councillors

Cr Adrian Weston, Cr Christine Weller and Cr John Zobec

1 Apologies and Requests for Leave of Absences

1.1 Apologies

Cr Weller, Cr Zobec and Cr Weston

Moved by Cr Gates

Seconded by Cr Mackrell

That the apologies be accepted

CARRIED

1.2 Leave of Absence

Nil.

2 Confirmation of Minutes

Moved by Cr Gates

Seconded by Cr Marwood

That the following minutes be confirmed with an administrative change to note Councillors not present:

- **Campaspe Council Meeting held on 16 November 2022.**

CARRIED

3 Changes to the Order of Business

Nil.

4 Declarations of Conflict of Interest

In accordance with Section 130(1)(a) of the *Local Government Act 2020* Councillors are required to disclose any conflict of interest in respect of a matter to be considered at a Council meeting.

The CEO declared a general conflict of interest in Item 9.1.1.

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.

Nil received.

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.

Nil received.

7 Question Time

Council heard the following Question Time items:

Question:

Can Campaspe Shire look at upgrading the lighting along Murray Valley Highway as you come into Echuca

Summary of Response:

Murray Valley Highway is a Department of Transport (DOT) State Highway and is therefore the responsible authority for the road infrastructure. However, Council will work with DOT to ensure lighting infrastructure meets current standards.

8 Acknowledgements / Councillor Reports

Nil received.

9 Officer Reports

9.1 Office of the CEO

The CEO declared a conflict of interest in Item 9.1.1 and left the Council Chamber at 6:07pm

9.1.1 CEO Performance Plan

Directorate: Office of the CEO

Responsible Officer: CEO Executive Assistant

Manager: Chief Executive Officer

Attachments: 1. CONFIDENTIAL REDACTED - Draft Performance Plan
November 2022 [9.1.1.1 - 4 pages]

In accordance with the CEO Employment and Remuneration Policy, Councillors and the Chief Executive Officer (CEO) will establish a Performance Plan within three (3) months of commencement of the CEO's employment, and then again annually following completion of each Performance Review.

This CEO Performance Plan sets out specific objectives and measures for success as established by the CEO and Council

Moved by Cr Gates

Seconded by Cr Marwood

That Council endorse the Chief Executive Officer's Performance Plan and key objectives.

CARRIED

The CEO re-entered the Council Chamber at 6:09pm

9.2 Corporate

9.2.1 Southern 80

Directorate: Executive Director

Responsible Officer: Economic Development Manager

Manager: Economic Development Manager

Attachments: 1. 2023 Southern 80 One Year MOU.doc [9.2.1.1 - 4 pages]

Council's funding agreement with the Moama Water Sports Club for the Southern 80 Ski Race (Southern 80) event has expired and the event organisers are seeking a new multi-year agreement annual support of \$25,000 cash and \$25,000 voluntary contribution. The Southern 80 event provides a major economic impact to the region.

Council officers recommend a single year agreement with the Moama Water Sports Club for the 2023 event to allow Council to better track and understand the actual cost of Council's voluntary support contribution. With this information available, a multi-year agreement can be developed for consideration.

Council officers recommend supporting the 2023 event through a \$25,000 cash and \$25,000 voluntary support contribution, noting that this would require Council to make an exemption to the maximum threshold as stated in its Event Strategy 2019-2024 which would limit the cash contribution to \$5,000.

Moved by Cr Jarman

Seconded by Cr Marwood

That Council agree to;

- a) **Exempt the 2023 Southern 80 Ski Race from the Campaspe Shire Event Strategy 2019-2024 and the funding guidelines for community events sponsorship under Council policy 176 Grants, Sponsorships and Donations Programs, which limit the cash contribution to \$5,000.**
- b) **Enter into a one-year agreement with the Moama Water Sports Club for the 2023 Southern 80 Ski Race with support of \$25,000 cash and \$25,000 voluntary contribution.**
- c) **Advocate to the Victorian Minister for Tourism, Sport and Major Events and Visit Victoria, in partnership with Murray Regional Tourism Board, seeking funding support towards the 2023 Southern 80 Ski Race and the provision of emergency service attendance free from charge.**
- d) **Evaluate the 2023 Southern 80 Ski Race event and Council's level of support to assist in the development of a potential new multi-year agreement for consideration by Council.**

CARRIED

9.3 Community

9.3.1 Place Based & Township Facility Planning Update

Directorate: Community

Responsible Officer: Manager Community Development

Manager: Acting Director Community

Attachments: 1. Revised project GANTT Version Post flood event final [9.3.1.1 - 1 page]

At its September 2022 meeting, Council resolved to adjust the timelines for the delivery of Place Based Plans (PBP) and Township Facility Plans (TFP) for communities with outdoor pools. It was resolved that PBPs and TFPs for the following communities, Echuca, Rochester, Tongala, Kyabram, Stanhope, Lockington, Colbinabbin and Rushworth would be completed by October 2023.

The recent flooding across the Campaspe Shire in October 2022 and the desire by communities to take time in progressing these important plans have a significant impact upon the capacity to deliver this planning programme by October. There is also an opportunity to engage with community groups and revisit those plans already undertaken to ensure they are still relevant and prioritised following the flood impacts.

Whilst consultants have been engaged, officers seek approval for a variation to the end date for finalising these plans. Communities in each town need to be engaged in a time and way that is relevant to them and this will vary for every township. It is proposed that the schedule of planning be adjusted to enable the rolling delivery of a minimum of one PBP and TFP every 6 months. This will provide the level of time and quality required to deliver such important strategic community work and not be perceived as a tokenistic exercise.

Moved by Cr Pentreath

That Council:

1. That the Place Based Plans and Town facility Plans are completed by December 2023
2. Enabling further report to Council for decisions to be made on the Aquatic Infrastructure.

The motion LAPSED for want of Secunder.

Moved by Cr Gates

Secundered by Cr Jarman

That Council:

1. Approve a new schedule for the delivery of Place Based Plans and Township Facility Plans.

2. Authorise officers to work with the identified communities to provide a minimum of one Place Based Plan and Township Facility Plan every six months.

Cr Pentreath called for a Division:

For: Cr Marwood, Cr Gates, Cr Jarman, Cr Mackrell and Cr Amos

Against: Cr Pentreath

The motion was CARRIED

9.3.2 Echuca Moama District Tourism Service Level Agreement

Directorate:	Executive Director
Responsible Officer:	Economic Development Manager
Manager:	Executive Director
Attachments:	Nil

1. PURPOSE

The management of Destination Marketing (DM) and Visitor Information Services (VIS) is a high profile and important aspect of Council's support for the local tourism industry and the broader community.

Council's DM and VIS Service Level Agreements (SLAs) with Echuca Moama and District Tourism Association (EMDTA), concluded in June 2022. The agreement between EMTDA and Murray River Council for these services had also come to an end. This enabled both Council's the opportunity to discuss and consult with EMTDA on how it can provide a consistent approach to the management of DM and VIS in the short to long term.

Traditionally both Councils engaged EMTDA separately for the delivery of DM and VIS, which created inefficiencies in reporting and inconsistencies within expectations. At its September meeting, Council adopted a draft Agreement between both Councils and EMTDA for DM and VIS for a one-year period. The Agreement included key focus areas and called for EMDTA to present to each Council in December 2022 and February 2023 to report on their achievements.

EMTDA are currently undertaking a review of its structure, governance and future direction and a shorter one-year Agreement coincided with the review and the anticipated completion date.

Murray River Council requested changes be made to the draft Agreement before signing, resulting in the creation of their own agreement. One of the changes was the inclusion of the Council having a seat on the EMDTA Board, as well as several other minor amendments.

The flooding emergency occurring across the state has significantly impacted the tourism sector and meant that increases in visitation, length of stay and spend are unachievable.

Moved by Cr Jarman

Seconded by Cr Marwood

That Council:

- 1. Agree to Echuca Moama & District Tourism Association's deferral of their presentation to Council until February 2023;**
- 2. Authorise the CEO to commence the development of a Campaspe Shire Wide Tourism Strategy to be completed in April 2023; and**
- 3. Advise all key stakeholders that Council's further investment in tourism will be reviewed as part of the 2023/2024 budget development to deliver the outcomes of its proposed Tourism Strategy.**

CARRIED

9.3.3 2022/2023 Community Grants Program (Round two)

Directorate:	Executive Director
Responsible Officer:	Executive Assistant Community
Manager:	Executive Director
Attachments:	Nil

The Community Grants Program offers financial support to not-for-profit community organisations, groups and associations for projects, events and exhibitions. In the second round of funding, Council has received ten applications. This report recommends that Council approve seven successful and three unsuccessful applications to 2022/2023 Community Grants Program

Moved by Cr Jarman

Seconded by Cr Pentreath

That Standing Orders be suspended to seek further clarification from Officers.

CARRIED

Standing orders were suspended at 6:33pm

Moved by Cr Jarman

Seconded by Cr Marwood

That standing orders be resumed.

CARRIED

Standing orders resumed at 6:36pm

Moved by Cr Jarman

Seconded by Cr Marwood

That Council

1. Approve the following community grant applications;

\$4,000 Echuca Moama Apex Club Inc., to assist with the installation of new shop fronts at the front and rear openings of the hall.

\$2,000 Gunbower Memorial Hall Committee Inc., to assist with the replacement of the second half of the Hall roof.

\$2,580 Echuca Regional Health, to purchase possum skins to assist Aboriginal Elders supporting new mum's to design possum skins for babies to be cradled in.

\$1,900 Rushworth Bowls Club Inc., to assist with repairs to the seating area at the southern end of the top green.

\$4,000 Echuca Primary School, to assist with the refurbishment of the cricket nets to ensure safe facilities for use by students and the broader community.

\$4,000 Community Living & Respite Services Inc., to purchase a small shed to provide an outdoor space that meets sensory needs for the Defined Support Program.

\$3,000 Girgarre Development Group Inc., to install panels depicting events and activities that have been held in Girgarre over the past 20 years.

2. Advise unsuccessful applicants in writing.

CARRIED

10 Council Information

10.1 Notes of Appreciation

Directorate:	Executive Director
Responsible Officer:	Executive Assistant Community
Manager:	Executive Director
Attachments:	Nil

The following have been received:

- Wayne & Julie McInnes - *“A big thank you to all team who did a wonderful job mowing, weeding and cleaning up rubbish at the reserve in Wisteria St Echuca on Thursday, 3 November. We very much appreciate your efforts.”*
- Rochester RSL Sub Branch - Passing on appreciation for the outstanding service provided to the Rochester RSL Sub Branch by the Campaspe Parks and Gardens crew.

“The Parks and Gardens crew regularly displays a clear understanding of our intent and needs by carrying out self-initiated maintenance tasks that ensure the memorial gardens are continually maintained to a very high standard.”

“On every occasion that we have engaged them for unscheduled maintenance of the RSL memorial lawns and gardens we have received a rapid response coupled with high quality workmanship. On a number of occasions these maintenance requests have been at short notice, with weather conditions further complicating the matter.”

“I also wanted to make specific mention of my interactions with Mr Jack Williams. His willingness to assist and provide guidance and advice is highly commendable and a credit to the Campaspe Shire.”

“On behalf of the Rochester RSL membership, I'd like to pass on our heartfelt appreciation for your support throughout the year. We look forward to continuing our interactions with you into the future.”

- Liam Walter, Insurance Council of Australia (ICA) – thank you to Lachlan Cozens, Community Development Officer, for his assistance with coordinating an Insurer presence in the Rochester community following the recent flood event.

“ICA plays a key role on behalf of the Insurance Industry to coordinate response to extreme weather events. Our team member Vince Poci connected with Lachlan in the first instance to coordinate Insurer presence in the Rochester community. Vince advised this process was efficient and seamless.”

“ICA also hosts community events following extreme weather events, the first of these being what we call Town Halls – these are an opportunity for the community to come together and receive vital information about insurance and the claims process, ask questions and discuss concerns with us, and speak directly with their insurance company. My colleague Mark Styles and I worked closely with Lachlan, and Lachlan could not have been more helpful in his assistance with the planning, coordination and delivery of what ultimately became two events (based on Lachlan's advocacy of community need).”

“From all that I have observed Lachlan is serving his community with excellence and is an asset to council.”

Moved by Cr Jarman

Seconded by Cr Marwood

That Council note the letters of appreciation as listed.

CARRIED

10.2 Responsive Grants Program

Directorate: Executive Director

Responsible Officer: Executive Assistant Community

Manager: Executive Director

Attachments: Nil

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

Moved by Cr Marwood

Seconded by Cr Gates

That Council acknowledge the following applications were approved in accordance with the Responsive Grants Program criteria:

- 1. Wyuna Community Memorial Hall Inc., \$840 towards the cost of food and beverage items for the Wyuna flood thank you barbecue to be held on 11 November 2022**
- 2. Nanneella Estate Primary School, \$750 towards the cost to host a Community Colour Run to be held at the Nanneella Estate Primary School on 18 November 2022**
- 3. Rochester Community House Inc., \$1,000 towards the cost to host the Rochester Town Christmas Party to be held at Moon Oval (Rochester Recreation Reserve) on 16 December 2022**

CARRIED

10.3 Community Event Sponsorship

Directorate:	Executive Director
Responsible Officer:	Executive Assistant Community
Manager:	Executive Director
Attachments:	Nil

That Council acknowledge two successful and one unsuccessful application received for Community Event Sponsorship.

Moved by Cr Jarman

Seconded by Cr Mackrell

That Council acknowledge:

The following sponsorships were approved, in accordance with the Community Event Sponsorship criteria, and the applicants advised in writing:

- 1. Veteran Cricket Victoria Inc., \$5,000 to assist with hosting the 10th Anniversary Over 60's Cricket Carnival be held from 19 – 23 March 2023.**
- 2. Echuca Moama Triathlon Club Inc., \$5,000 cash and support to the value of \$300 (waste management and temporary white picket fencing) towards hosting the 2023 Echuca Moama Triathlon Multisport Weekend to be held from 21 – 22 January 2023**

The following sponsorships were not approved, in accordance with the Community Event Sponsorship criteria, and the applicants advised in writing:

- 3. Girgarre Community Group Inc, to assist with hosting 'Celebrating Volunteers at Christmas' to be held on 16 December 2022 at the Girgarre Memorial Hall.**

CARRIED

10.4 Community Equipment Grants Program

Directorate:	Executive Director
Responsible Officer:	Executive Assistant Community
Manager:	Executive Director
Attachments:	Nil

That Council acknowledge the nine successful applications which met the criteria and one unsuccessful application that did not meet the criteria for Community Equipment Grants.

Moved by Cr Marwood

Seconded by Cr Gates

That Council acknowledge:

The following successful community equipment grants awarded under delegation by the CEO, and the applicants advised in writing:

- 1. Crossenvale Community House Inc. - awarded \$2,000 to purchase drumming equipment for the 'My Drum Circle' program.**
- 2. Rochester Little Athletics Inc. - awarded \$2,000 to assist with the purchase of javelins, Vortex, High Jump cross bar, first aid kits (wall mounted & portable) and Rekortan Rubberised resurfacing of long jump & triple jump run up areas.**
- 3. Echuca Moama Uniting Church - awarded \$2,000 to assist with the purchase of portable PA system.**
- 4. Rotary Club of Kyabram Inc.- awarded \$2,000 to assist with the construction of a BBQ trailer.**
- 5. Lockington Bowls Club Inc. - awarded \$1,600 to assist with the purchase of four K Care Bowls Walkers.**
- 6. Kyabram District Men's Shed Inc. - awarded \$1,360 to assist with the purchase of a CTS (Sheartak) true-helix spiral cutter.**
- 7. Echuca Moama Broadcast Service Inc. (Radio EMFM) - awarded \$1,000 to assist with the purchase of 10 office chairs.**
- 8. Kyabram Lawn Tennis Club Inc. - awarded \$2,000 to assist with the purchase of a pump for the upgrade of the irrigation system.**
- 9. Rich River Calisthenics Inc. - awarded \$200 to purchase a new air tracking mat.**

The following community equipment grant was not awarded, in accordance with the Council Grants Program criteria, and the applicant advised in writing:

- 1. Kyabram Trotting Club Inc. - to assist with the purchase of a 5,000lt poly slim line tank, pressure pump, pvc pipes and fittings.**

CARRIED

11 Petitions and Letters

Nil received.

12 Notices of Motion

Nil received.

13 Urgent Business

Nil received.

14 Confidential Business

Closure of Public Meeting – 6:50pm

Moved by Cr Pentreath

Seconded by Cr Jarman

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 consideration to be given to items that contain confidential information as defined in section 3(1) of the Act as follows:

14.1 Award of Contract

The information contained in this report is confidential pursuant to the below sections of the Act:

66(5) and 3(1)(a) as it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

and

66(5) and 3(1)(g) of the Act as it contains private commercial information, being information provided by a business, commercial or financial undertaking that:

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

The report relates to a tender over \$1,000,000.

CARRIED

Resumption of Public Meeting

Designation of Confidentiality of Information - Attachments

The following report attachment has been designated confidential by the Chief Executive Officer in accordance with the definition of Confidential Information in the *Local Government Act 2020*.

- **Item 9.5: CEO Performance Plan**
 - personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs

The Council Meeting reopened to the public at 6:53pm.

15 Close Meeting

There being no further business, the Mayor closed the meeting at 6:54pm.

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CR ROBERT AMOS
MAYOR