



# Council Minutes



**Date:** 20 April 2022

**Time:** 6:00 pm

**Venue:** Echuca Civic Centre

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Minutes of the open section of the eighth Campaspe Shire Council meeting held on Wednesday 20 April 2022, commencing at 6:00 pm at the Council Chambers, Echuca Civic Centre.

## **Present**

### **Councillors**

Cr Christine Weller - Mayor  
Cr Robert Amos  
Cr Colleen Gates  
Cr Paul Jarman  
Cr Anthony Marwood  
Cr Leanne Pentreath  
Cr Adrian Weston

### **Officers**

Declan Moore - Chief Executive Officer  
Fleur Cousins - General Manager Corporate  
Mark Dibsdale - Acting General Manager Infrastructure  
Keith Oberin - General Manager Community  
Deidre Madill - Governance Adviser  
Annette Waters - Governance Officer

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

### **1.1 Apologies**

**Cr Mackrell and Cr Zobec**

**Moved by Cr Pentreath**

**Seconded by Cr Weston**

That the apologies be accepted

**CARRIED**

### **1.2 Leave of Absence**

Nil.

## **2 Confirmation of Minutes**

**Moved by Cr Weston**

**Seconded by Cr Marwood**

**That the following minutes be confirmed:**

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

**CARRIED**

## **3 Changes to the Order of Business**

Nil.

## 4 Declarations of Conflict of Interest

Cr Jarman declared a conflict of interest in Item 9.6 by way of a material interest.

## 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.

## 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.

## 7 Question Time

Nil.

## 8 Acknowledgements / Councillor Reports

**Cr Amos acknowledged the sad passing of Helen Coulson, former staff member of Campaspe Shire Council.**

I wish to acknowledge the recent passing of **Helen Coulson** a former staff member of the Echuca Council, writer and community historian.

Helen was a well-known Echuca identity, imparting her wealth of knowledge and passion in Echuca's history with all who were lucky to know or meet her.

Helen was instrumental in the establishment of the Port of Echuca, alongside Mal Whyte who also recently passed away.

Helen was appointed the Port's first manager in 1976, a role that she held until her retirement in 1991. In this role, and as a founding member of the Echuca Historical Society, she was part of Echuca's booming phase, with the Port becoming an important part of Echuca, and with the TV mini-series, *All the Rivers Run*, filmed during her tenure.

Her interests in history and also writing, led to her first book being published in 1979, *Echuca Moama Murray River Neighbours*, followed up by a second book in 1995 with *Echuca Moama on the Murray*.

In 2016, Helen was awarded an Order of the Medal of Australia recognising her service to the community. Helen was also a long serving member of the Echuca Friends of the Library Group. In December 2018 we had the pleasure of hosting a 100<sup>th</sup> birthday celebration in her honour in the library, joined by the historical society, Friends of the Library and community, recognising her contribution to our history.

On behalf of the Campaspe Shire Council, I extend our sincere condolences to Helen's family and friends.

## 9 Council Decisions

### 9.1 Aquatic Services Future - Deliberative engagement plan endorsement

Author	Department	Manager	General Manager
Manager Community Development	Community Development	Manager Community Development	General Manager Community

In accordance with Council's resolution at the January 2022 meeting, this report provides a process for consideration in relation to deliberative engagement consultation regarding the future of Campaspe's public swimming pools, the delivery of Place Based Plans and Township Facility Plans for Stanhope, Tongala, Colbinabbin, Lockington, Rochester, Rushworth, Echuca, and Kyabram.

Over a 15-month period, Officers will work with the Community to review, assess, and develop recommendations for the future of public swimming pools in Campaspe to consider issues such as usage rates, economic data, and community aspiration. This is to enable informed decisions to be made regarding this community issue.

Underpinning this process, will be the use of a Community Panel, which is the opportunity for Campaspe residents to be selected by an external consultant to methodically review the circumstances and information and provide Council an in-depth assessment and recommendations for the future of pools and all other Council owned and or managed Community assets within its townships.

**Moved by Cr Jarman**

**Seconded by Cr Weston**

**That Council agrees to:**

- 1. The deliberative engagement process proposed for the review of Public Swimming Pools, Place Based Plans and Township Facility Plans.**
- 2. Quarantine the savings and revenue generated from the decommissioning, closure and/or sale of Council owned assets through Township Facility Plans which are endorsed by Council to be utilised to advance each individual towns Placed Based Plan. These funds will equate to:**
  - a. Five years maintenance savings**
  - b. Five years of staff cost savings**
  - c. Net profit of asset sales**

**Cr Pentreath proposed an amendment to the motion to add "3. The consultation process and the Community panel have the same objective to be financially sustainable."**

**Amendment was not supported by the Mover and Seconder.**

**Moved by Cr Weston**

**Seconded by Cr Jarman**

**That standing orders be suspended to facilitate the business of the meeting.**

**CARRIED**



Standing orders were suspended at 6:13pm

Moved by Cr Jarman

Seconded by Cr Weston

That standing orders be resumed.

**CARRIED**

Standing orders resumed at 6:20pm

Moved by Cr Jarman

Seconded by Cr Weston

That Council agrees to:

1. The deliberative engagement process proposed for the review of Public Swimming Pools, Place Based Plans and Township Facility Plans.
2. Quarantine the savings and revenue generated from the decommissioning, closure and/or sale of Council owned assets through Township Facility Plans which are endorsed by Council to be utilised to advance each individual towns Placed Based Plan. These funds will equate to:
  - a. Five years maintenance savings
  - b. Five years of staff cost savings
  - c. Net profit of asset sales

**CARRIED**

## 9.2 Policy 161 - Community Leasing

Author	Department	Manager	General Manager
Manager Community Development	Community Development	Manager Community Development	General Manager Community

An evaluation of the current circumstances and recent legislative changes to the *Local Government Act 2020*, has prompted a review of the current policy.

The main issue faced through the implementation of this policy is the inequitable allocation of charges imposed on community organisations which have minimal access to revenue. Referenced within *Policy 161 is Policy 129 On-charging of Building and Contents Insurance*, these two documents work in tandem articulating the costs associated when a community organisation or artisan, accesses a Councils owned or managed site(s) through short-, medium- or long-term agreement(s).

It is envisaged that the process of combing these two policies and removing certain charges from the requirements of a community lease or licence, will provide a more suitable way for forward for community groups to continue to support community services to Campaspe's residents.

**Moved by Cr Jarman**

**Seconded by Cr Marwood**

**That Council adopt the revised *Policy 161 Leases for Local Community Organisations and Artisans*, appended as attachment one.**

**CARRIED**

### **9.3 Consideration of Draft Budget and endorsement for public consultation**

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

This report presents to Council the Proposed Budget for the financial year 2022-23 and the following three financial years. It is recommended that Council, in accordance with its Community Engagement Policy, advertise the Proposed Budget 2022-23 for public comment, invite public submissions and provide for those who wish to speak to their submission, the opportunity to do so before Council. Council is required to consider all submissions prior to adopting the Proposed Budget in June 2022.

**Moved by Cr Amos**

**Seconded by Cr Jarman**

**That Council:**

- 1. Thank all submitters who nominated a proposal for Council to consider as part of its preparation of the Proposed Budget 2022-23 and respond to each submitter advising the outcome of Council's consideration of their proposal(s).**
- 2. Endorse the Proposed Budget 2022-23, incorporating the proposed schedule of fees and charges, appended as Attachment 9.3.1, being the Proposed Budget 2022-23 prepared by Council for the purposes of sections 94 and 96(1) of the *Local Government Act 2020*.**
- 3. Authorise the Chief Executive Officer to:**
  - a. Give notice of the preparation of the Proposed Budget 2022-23, inviting submissions and feedback on the Proposed Budget 2022-23 in accordance with Council's Community Engagement Policy, until 5pm on Friday 20 May 2022.**
  - b. Make available for public inspection the Proposed Budget 2022-23 at all Council Service Centres and Echuca Library in hard copy and provide an electronic copy on Council's website.**
- 4. Consider any submission, made by the public, on a proposal (or proposals) contained within the Proposed Budget 2022-23.**

5. Hear any submissions (if required) on the Proposed Budget 2022-23 incorporating the proposed schedule of fees and charges at a Budget Submissions Hearing meeting to be held in the Echuca Civic Centre Function Room on Wednesday 1 June 2022 at 6.00pm.
6. Consider a motion to adopt the Proposed Budget 2022-23 incorporating a schedule of fees and charges at a Council Meeting to be held on Wednesday 15 June 2022, having regard to all submissions received.

**CARRIED**

#### **9.4 Asset Management Plan for endorsement for public consultation**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
Acting General Manager Infrastructure  Green Strategy (Consultant)	Assets		Acting General Manager Infrastructure

To meet the obligation of the Local Government Act 2020, Council must adopt an Asset Plan by 30 June 2022. This report provides a Draft Asset Plan for Council to consider endorsing for consultation to be undertaken in parallel with the 2022-2023 budget process.

**Moved by Cr Marwood**

**Seconded by Cr Amos**

**That Council**

1. Endorse the Draft Asset Plan 2022-2032 for consultation purposes.
2. Authorise the Chief Executive Officer to:
  - a. Give notice of the preparation of the Draft Asset Plan, inviting feedback on the Draft Asset Plan in accordance with Council's Community Engagement Policy until 5pm on Friday 20 May 2022.
  - b. Make available for public inspection the Draft Revenue and Rating Plan at all Council Service Centres and the Echuca Library in hard copy and provide an electronic copy on Council's website.
3. Consider any feedback made by the public on the Draft Asset Plan.
4. Consider a motion to adopt the Draft Asset Plan at a Council Meeting to be held on Wednesday, 15 June 2022, having regard to all feedback received.

**CARRIED**



## 9.5 Policy 172 - Management and Sale of Temporary Raw Water Assets

Author	Department	Manager	General Manager
General Manager Development	Development		Paul McKenzie

This Policy has reached its scheduled time for review. Officers propose only minor amendments, which seek to clarify Council's position regards managing its raw water use, the responsibility of water users, the sale of excess temporary water and the identification of priority locations to be kept green in times of drought.

**Moved by Cr Weston**

**Seconded by Cr Jarman**

**That Council adopt Policy 172 Management and Sale of Council's Raw Water Assets, appended as Attachment One.**

**CARRIED**

**Cr Paul Jarman declared a conflict of interest in item 9.6 and left the Council Chamber at 6:50pm**

## 9.6 Endorsement of Echuca Paddlesteamer and Port of Echuca fees and charges

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

This report presents to Council the Proposed Fees and Charges 2022-23 for Echuca Paddlesteamers and the Port of Echuca. It is recommended that Council endorse the Proposed Fees and Charges appended as attachment 9.6.1 and incorporate them into the Proposed Budget 2022-23 document for public consultation. In accordance with Council's Community Engagement Policy, the Proposed Budget 2022-23 incorporating these fees and charges will be advertised for public comment, inviting public submissions and providing an opportunity for those who wish to speak to their submission to do so before Council. Council is required to consider all submissions prior to adopting the Proposed Budget 2022-23 incorporating all fees and charges in June 2022.

**Moved by Cr Pentreath**

**Seconded by Cr Marwood**

**That Council:**

- 1. Endorse the Proposed Fees and Charges 2022-23 for Echuca Paddlesteamers and Port of Echuca.**
- 2. Authorise the CEO to incorporate the Proposed Fees and Charges 2022-23 for Echuca Paddlesteamers and Port of Echuca into the Proposed Budget 2022-23 for the purposes of public consultation.**

3. Note the public consultation will be undertaken in accordance with Council's Community Engagement Policy, as detailed in council report 9.3 titled Proposed Budget 2022-23 considered by Council at its meeting on 20 April 2022.

**CARRIED**

Cr Jarman re-entered the Council Chamber at 6:52pm

## **9.7 Councillor Code of Conduct Review & Adoption of Revised Policy 163 Councillor Respect**

<b>Author</b>	<b>Department</b>	<b>Manager</b>	<b>General Manager</b>
General Manager Corporate	Corporate		Chief Executive Officer

Council at its meeting of the 17 February 2021 adopted the Campaspe Shire Council Code of Conduct and committed to reviewing the Code within six months. The review did identify that the Code, while incorporating the Prescribed Standards of Conduct did not specifically address the requirements of the Gender Equality Act 2020.

This report recommends that Council adopt an updated Councillor Code of Conduct that incorporates a further commitment to work health and safety, to promote wellbeing and support gender equality and adopt a revised Policy 163, now titled Councillor Respect as a standalone policy to demonstrate commitment to equal opportunity and treating people with dignity and respect.

**Moved by Cr Amos**

**Seconded by Cr Gates**

**That Council resolves:**

1. To retain the existing version of the Code of Conduct as issued on 17 February 2021; and
2. That Policy 163 Respect and Equal Opportunity be referred to a Councillor Briefing session for further review.

**CARRIED**

## **10 Council Information**

### **10.1 Notes of Appreciation**

**Moved by Cr Pentreath**

**Seconded by Cr Amos**

**That Council acknowledge the notes of appreciation as listed.**

**CARRIED**

## 10.2 Community Event Sponsorship

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

That Council note the three successful applications received for Community Event Sponsorship.

**Moved by Cr Gates**

**Seconded by Cr Weston**

**That Council;**

- Note the following sponsorships were approved, in accordance with the Community Event Sponsorship criteria, and the applicants advised in writing:**
  - Bendigo Campaspe Goldfields Bowls Region Inc., \$4,600 to assist with hosting the 2022 Women's Country Bowls carnival to be held from 2 – 7 April 2022 in the Campaspe and Murray Shires,**
  - Rushworth Easter Heritage Festival Inc., \$5,000 cash and in-kind support to the value of \$4,500 for waste and traffic management, temporary event fencing and covid marshal vest to assist with hosting the 2022 Rushworth Easter Heritage Festival to be held on 16 April 2022,**
  - Echuca Regional Health, in-kind support to the value of \$1,500 to assist with hosting "Celebrating Culinary Careers" to be held on the Port of Echuca Wharf on 8 April 2022,**
- Approve the transfer of \$27,727 of the unspent allocation (\$47,727) from the trial Community Equipment Grants Program (utilising unspent funds from the two Community Grant rounds) to the Community Event Sponsorship budget to provide for any applications received between February and the end of June 2022.**

**CARRIED**

## 10.3 Junior Development Grants Program

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

That Council note one successful application to the Junior Development Grants Program.

Moved by Cr Marwood

Seconded by Cr Amos

That Council note the following application was approved in accordance with the Junior Development Grants program criteria and applicant advised in writing:

- Jacob Brighton, Echuca – to assist with costs associated with participating in the 2022 Australian Open Bowls to be held at the Gold Coast, Queensland from 11 – 24 June 2022.

CARRIED

## 10.4 Responsive Grants Program

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

That Council note three unsuccessful applicants to the Responsive Grants Program.

Moved by Cr Weston

Seconded by Cr Gates

That Council note the following applications were not approved in accordance with the Responsive Grants Program criteria:

- Echuca Moama Uniting Church – towards the cost of hosting the Victorian Welsh Male Choir performance to be held at the Paramount Theatre on 20 March 2022
- Kyabram Town Hall Inc. - to assist with printing booklets for the Rathbone Collection Exhibition to be held from 28 April – 30 July 2022
- Terra Mater Wildlife Shelter Inc. - to assist with the purchase of specialised milk formula and feed for native wildlife following rescue and ongoing care support

CARRIED

## 11 Petitions and Letters

Petition – Echuca Aerodrome

Moved by Cr Gates

Seconded by Cr Amos

I move that the petition received from Mr David Wearne opposing the proposed introduction of landing fees and other charges at Echuca Aerodrome be tabled and referred to Council for consideration as part of the budget process.

CARRIED

## 12 Notices of Motion

Nil.

## 13 Urgent Business

Nil.

## 14 Confidential Business

### Closure of Public Meeting – 7:07pm

**Moved by Cr Weston**

**Seconded by Cr Gates**

**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 Sale of Land**

- a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

This report discloses information, in confidential negotiations to be considered and determined on the future sale of a Council property, yet to be released to the public.

- c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;

This report may cause speculation on the nature of future use and purchase price affecting the land value and adjoining properties within the same or similar zoning.

#### **14.2 CEO Performance Plan**

- f) personal information, being information which if released would result in an unreasonable disclosure of information about any person or their personal affairs;

- h) confidential meeting information, being the records of meetings closed to the public under section 66 (2)(a).

Matters relate to the confidential meeting.

**CARRIED**

### Resumption of Public Meeting

**At 7:13pm the Council Meeting resumed in Open Session.**

Council determined, in confidential session that the following decisions no longer be kept confidential.

#### 14.1 Sale of Land

1. Agree to the disposal of land being Lot 1, TP080857V comprised in Certificate of Title Volume 9409 Folio 125 known as 2 Cox Avenue, Tongala.
2. Commence the statutory procedures pursuant to section 114 of the Local Government Act 2020 for the proposed sale of the land being Lot 1, TP080857V comprised in Certificate of Title Volume 9409 Folio 125 known as 2 Cox Avenue, Tongala.
3. If no submissions are received pursuant to section 114 of the Local Government Act 2020 in respect of the proposal, sell the land being Lot 1, TP080857V comprised in Certificate of Title Volume 9409 Folio 125 known as 2 Cox Avenue, Tongala to Antonia Hutchinson for the consideration of \$10,000 inclusive of GST.

### 15 Close Meeting

There being no further business, the Mayor closed the meeting at 7:14pm

  
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**CR CHRISTINE WELLER**  
**MAYOR**