



GANNAWARRA
Shire Council

Wednesday, 20 September 2017

7:00pm

Sir John Gorton Library

Kerang

MINUTES

Ordinary Council Meeting

Order Of Business

1 Acknowledgement of Country 12579

2 Opening DECLARATION 12579

3 Apologies 12579

4 Confirmation of Minutes 12579

5 Declaration of Conflict of Interest 12579

6 Question Time 12579

7 Assembly of Councillors..... 12580

7.1 Assembly of Councillors August 17, 2017 to September 20, 2017 12580

8 Business Reports for Decision..... 12581

8.1 2017 Annual Financial Statements..... 12581

8.2 2016/17 Annual Report - Receive and note 12582

8.3 Christmas Closure 2017 12582

8.4 Solar Systems Update 12583

8.5 Waste in Gannawarra 12583

8.6 Council Policy Review 12584

8.7 Delegation Update - Council to members of Council staff 12585

8.8 Alteration of Committee Governance Structure - Council halls 12586

8.9 Heavy Plant Replacement Contract VP81584 - Purchase 12587

9 Information Reports 12587

Nil

10 Urgent Items 12587

11 Notices of Motion 12587

Nil

12 Delegates Reports 12587

12.1 Delegates Report - 17 August to 20 September, 2017 12587

13 Confidential Items 12589

**MINUTES OF GANNAWARRA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SIR JOHN GORTON LIBRARY, KERANG
ON WEDNESDAY, 20 SEPTEMBER 2017 AT 7:00PM**

PRESENT: Cr Brian Gibson, Cr Lorraine Learmonth, Cr Mark Arians, Cr Steven Tasker, Cr Sonia Wright, Cr Charlie Gillingham

IN ATTENDANCE: Eric Braslis – Chief Executive Officer, Geoff Rollinson – Director Infrastructure and Development, Sid Hutchinson – Acting Director Corporate Services, Narelle O’Donoghue – Acting Director Community Wellbeing and Lisa Clue – Manager Governance

Gallery: 0

Media: 1

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the Traditional Custodians of the land and paid his respect to elders both past and present.

2 OPENING DECLARATION

The Deputy Mayor read the Opening Declaration.

3 APOLOGIES

Cr Jodie Basile

4 CONFIRMATION OF MINUTES

RESOLUTION

Moved: Cr Lorraine Learmonth

Seconded: Cr Sonia Wright

That the Minutes of the Ordinary Council Meeting held on 16 August 2017 be confirmed.

CARRIED

5 DECLARATION OF CONFLICT OF INTEREST

Nil

6 QUESTION TIME

Nil

7 ASSEMBLY OF COUNCILLORS

7.1 ASSEMBLY OF COUNCILLORS AUGUST 17, 2017 TO SEPTEMBER 20, 2017

EXECUTIVE SUMMARY

To present to Council written records of Assembly of Councillors in accordance with section 80A of the *Local Government Act 1989*.

RESOLUTION

Moved: Cr Charlie Gillingham

Seconded: Cr Lorraine Learmonth

That Council notes the records of Assembly of Councillors from 17 August, 2017 to 20 September, 2017.

CARRIED

8 BUSINESS REPORTS FOR DECISION

8.1 2017 ANNUAL FINANCIAL STATEMENTS

EXECUTIVE SUMMARY

Under sections 132 (2), (4) and (5) of the *Local Government Act 1989*, a Council cannot submit its Financial Statements or Performance Statement to the Auditor-General or the Minister unless the Council has passed a resolution giving 'in principle' approval to the Financial Statements, and Performance Statement and authorising two Councillors, on behalf of the Council, to certify the statements once amendments or changes requested by the Auditor-General have been made.

RESOLUTION

Moved: Cr Lorraine Learmonth

Seconded: Cr Charlie Gillingham

That Council:

- 1. Acknowledge that the 'in principle' 2017 Financial Statements, and 'in principle' 2017 Performance Statement have been presented to and endorsed by the Audit Committee at its meeting of 29 August 2017.**
- 2. Approve the 'in principle' 2017 Financial Statements, and 'in principle' 2017 Performance Statement.**
- 3. Approve the Principal Accounting Officer to be authorised to effect any changes required by the Victorian Auditor-General's Office.**
- 4. Nominate Cr Gibson and Cr Basile to be authorised to certify on behalf of Council the 'final statement' 2017 Financial Statements, and 'final statement' 2017 Performance Statement, which are also to be signed by the Chief Executive Officer and the Principal Accounting Officer, and submit to the Minister and Auditor-General.**

CARRIED

8.2 2016/17 ANNUAL REPORT - RECEIVE AND NOTE

EXECUTIVE SUMMARY

To receive the Gannawarra Shire Council 2016/17 Annual Report.

RESOLUTION

Moved: Cr Sonia Wright

Seconded: Cr Charlie Gillingham

That Council:

- 1. Receive and note the 2016/17 Annual Report, including the in-principle financial statements**
- 2. Submit the 2016/17 Annual Report to the Minister for Local Government prior to 30 September 2017.**

CARRIED

8.3 CHRISTMAS CLOSURE 2017

EXECUTIVE SUMMARY

To enable Council staff to enjoy the Christmas holiday period with friends and family, it is proposed that Council close its main Administration Offices, Libraries, Kerang Long Day Care Centre and Works Depot from the usual closing time on Friday 22 December, 2017 and re-open at 8:30am on Tuesday 2 January 2018.

RESOLUTION

Moved: Cr Steven Tasker

Seconded: Cr Lorraine Learmonth

That Council:

- 1. Acknowledge the closure of the Council offices over the Christmas/New Year period from the usual closing time on Friday 22 December, 2017 through to the usual opening time on Tuesday 2 January, 2018.**
- 2. Advertise the office closure in the local newspapers, website and Facebook.**

CARRIED

8.4 SOLAR SYSTEMS UPDATE

EXECUTIVE SUMMARY

Council has committed to reducing its carbon footprint and subsequently operational costs. Over the last 4 years Council has completed a number of energy saving projects on many Council buildings and street lights throughout the municipality.

A recommendation of buildings for the 2017/2018 bulk solar installation is also proposed.

RESOLUTION

Moved: Cr Lorraine Learmonth

Seconded: Cr Charlie Gillingham

That Council note the reduction in energy usage achieved to date and continue to invest in energy saving initiatives throughout the municipality.

CARRIED

8.5 WASTE IN GANNAWARRA

EXECUTIVE SUMMARY

Recycling in Gannawarra has traditionally been well adopted with a diversion rate of 44% following the introduction of the Greenwaste service with a corresponding reduction in the volume of waste to landfill.

RESOLUTION

Moved: Cr Lorraine Learmonth

Seconded: Cr Sonia Wright

That Council note the current recycling diversion rate of 44% and volume of waste to landfill.

CARRIED

8.6 COUNCIL POLICY REVIEW

EXECUTIVE SUMMARY

Council officers undertake regular reviews of Council policies to ensure they are up to date and reflective of current practices. This report addresses the following policies which have recently been reviewed:

- Policy No. 043 – Library Collection Development
- Policy No. 063 – Caravan Park Annexes
- Policy No. 064 – Caravan Park ‘Fly Over’ Specifications
- Policy No. 066 – Building Regulations 2006
- Policy No. 071 – Building Regulations 2006 – Clause 422 (1)(2)
- Policy No. 110 - Investments
- Policy No. 111 – Library – Use of Services

RESOLUTION

Moved: Cr Charlie Gillingham

Seconded: Cr Steven Tasker

That Council endorse the following reviewed policies:

- **Policy No. 063 – Caravan Park Annexes**
- **Policy No. 064 – Caravan Park ‘Fly Over’ Specifications**
- **Policy No. 066 – Building Regulations 2006**
- **Policy No. 071 – Building Regulations 2006 – Clause 422 (1)(2)**
- **Policy No. 110 - Investments**

That Council repeal the following reviewed policies:

- **Policy No. 043 – Library Collection Development**
- **Policy No. 111 – Library - Use of Services**

CARRIED

8.7 DELEGATION UPDATE - COUNCIL TO MEMBERS OF COUNCIL STAFF

EXECUTIVE SUMMARY

Gannawarra Shire Council has functions and duties which it must perform and powers which it may exercise, pursuant to the *Local Government Act 1989* ('the Act') as well as a range of other Acts. Section 98 of the Act allows for a Council to delegate certain powers, duties or functions to members of its staff rather than having all functions and duties dealt with by Council resolution.

In addition to the Act requirement for delegations to be reviewed within twelve months after a general election, delegations are regularly reviewed to reflect changes in legislation and regulations and changes to Council's organisational structure.

RESOLUTION

Moved: Cr Sonia Wright

Seconded: Cr Lorraine Learmonth

That Council:

In the exercise of powers conferred by section 98(1) of the *Local Government Act 1989* (the Act) and the other legislation referred to in the attached instrument of delegation to members of Council staff, resolve that;

- (i) **There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in the instrument, subject to the conditions and limitations specified in that instrument.**
- (ii) **The instrument comes into force immediately the common seal of Council is affixed to the instrument.**
- (iii) **On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.**
- (iv) **The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

CARRIED

8.8 ALTERATION OF COMMITTEE GOVERNANCE STRUCTURE - COUNCIL HALLS

EXECUTIVE SUMMARY

Following a recommendation from the September 2015 Local Government Investigations and Compliance Inspectorate Audit, Council staff gave an undertaking to review the manner with which special committees, appointed under section 86 of the *Local Government Act 1989* (the Act) are currently being managed.

The review is now complete and a management structure more suitable for management of halls on Gannawarra Shire Council land, or land of which Council is the gazetted Committee of Management has been identified. The proposed new structure requires Council to appoint a single Special Committee for management of Council halls (the *Community Halls Committee of Council*) and abolish the six hall committees previously appointed under section 86 of the Act.

Each hall committee has been consulted on the proposed changes and has agreed to the new structure.

RESOLUTION

Moved: Cr Mark Arians

Seconded: Cr Sonia Wright

That Council:

- 1. Establish a Special Committee of Council under section 86 of the *Local Government Act 1989*, being the Community Halls Committee of Council**
- 2. Adopt the Community Halls Committee of Council Instrument of Delegation, as attached to this report**
- 3. Abolish the following Special Committees, previously established under section 86 of the Local Government Act and revoke their respective Instruments of Delegation:**
 - (a) Lake Charm Hall**
 - (b) Murrabit Hall**
 - (c) Myall Hall**
 - (d) Dingwall Hall**
 - (e) Koroop Hall**
 - (f) Gannawarra Hall.**
- 4. Appoint the current members of the Lake Charm, Murrabit, Myall, Dingwall, Koroop and Gannawarra Hall Committees as inaugural members of the Community Halls Committee of Council and the respective Administrative Sub-committees.**
- 5. Appoint the Mayor of the day as the Councillor representative on the Community Halls Committee of Council.**

CARRIED

8.9 HEAVY PLANT REPLACEMENT CONTRACT VP81584 - PURCHASE

EXECUTIVE SUMMARY

Tenders were called for the supply and delivery of one 8 x 4 Twin Steer Water Cart for the purpose of undertaking construction and maintenance works on Council's road network. A total of ten tenders were received.

A copy of the tender evaluation has previously been provided to the Councillors.

RESOLUTION

Moved: Cr Lorraine Learmonth

Seconded: Cr Charlie Gillingham

That Council award contract VP81584 to The Truck Specialists Isuzu Trucks for the Supply and Delivery of one 8 x 4 Twin Steer Water Cart for the lump sum payment not subject to rise and fall at the amount of \$277,926.00 (GST Inclusive).

CARRIED

9 INFORMATION REPORTS

Nil

10 URGENT ITEMS

Nil

11 NOTICES OF MOTION

Nil

12 DELEGATES REPORTS

12.1 DELEGATES REPORT - 17 AUGUST TO 20 SEPTEMBER, 2017

Cr Brian Gibson

21 Aug	Attend Indigenous Celebration – Kerang South Primary School
25 Aug	Attend Kerang & District Schools Book Parade
28 Aug	Meeting – MAV President - Kerang
29 Aug	Meeting – Audit Committee – Kerang
	Meeting – Gannawarra Resilience Committee – Kerang
30 Aug	Attend North West Solar Energy Workshop - Kerang
31 Aug	MAV Transport and Infrastructure Committee – Melbourne
01 Sep	Meeting CEO Annual Review
	Attend Regional AFL CV Regional Strategy Launch – Eaglehawk
18 Sept	Public Meeting with the Mayor – Cohuna Gateway
	Meeting – Cohuna & District Progress Association
19 Sept	Attend Walk to School Trophy Launch – Kerang
	Attend NDCH Kickstart Afternoon Tea - Kerang

20 Sept Meeting MDBA Information Session - Kerang
Attend Glorious the Musical – Leitchville

Cr Mark Arians

23 Aug Meeting – Kerang Progress Association
02 September Attend Heritage Day – Kerang
03 September Attend Kerang Rotary Polio Lunch

Cr Charlie Gillingham

22 Aug Meeting – Lake Charm/Mystic Park Senior Citizens AGM – Lake Charm
28 Aug Meeting – MAV President - Kerang

Cr Steve Tasker

08 Aug Meeting – Koondrook Development
11 Aug Meeting – Barook Seniors AGM - Koondrook
19 Sept Attend Walk to School Trophy Launch – Koondrook

Cr Lorraine Learmonth

17 Aug Meeting – MAV Arts & Culture Committee – Melbourne
21 Aug Attend Indigenous Celebration – Kerang South Primary School
Meeting – Cohuna & District Progress Association
28 Aug Meeting – Loddon Mallee Local Govt Waste Forum – Kerang
29 Aug Meeting – Gannawarra Resilience Committee – Kerang
30 Aug Attend North West Solar Energy Workshop – Kerang
Meeting – LMRRMC Board
31 Aug Meeting- MAV Environment Committee – Melbourne
02 Sept Attend Heritage Day – Kerang
15 Sept Principal for the day – Kerang THS
18 Sept Meeting – Cohuna & District Progress Association
20 Sept Attend Trophy Launch Walk to School Program – Cohuna
Attend Glorious Performance - Leitchville

Cr Sonia Wright

17 Aug Meeting – GVGA Board Meeting – Daylesford
21 Aug Meeting – Cohuna & District Progress Association
28 Aug Meeting – MAV President – Kerang
30 Aug Attend North West Solar Energy Workshop – Kerang
05 Sept Meeting – Leitchville Progress Association
18 Sept Launch – Walk to School Program – Leitchville
Meeting – Cohuna & District Progress Association
20 Sept Attend Trophy Launch Walk to School Program – Cohuna
Attend Glorious Performance – Leitchville

This table represents attendances by two or more Councillors at the following Council functions:

Function Attended	Councillor (✓)						
	Gibson	Arians	Basile	Gillingham	Learmonth	Tasker	Wright
Council Strategic Briefing Meeting (28 August)	✓	✓	A	✓	✓	A	✓
Council CEO KPI Discussion meeting (5 September)	✓	✓	✓	✓	✓	✓	✓
Council Briefing Meeting (11 September)	✓	✓	A	✓	✓	✓	✓
Ordinary Council Meeting (20 September)	✓	✓	✓	✓	✓	✓	✓

LoA = Leave of Absence, A = Apology

13 CONFIDENTIAL ITEMS

RESOLUTION

Moved: Cr Charlie Gillingham
 Seconded: Cr Lorraine Learmonth

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 89(2) of the Local Government Act 1989:

13.1 Chief Executive Officer Performance Review - 2016/17

This matter is considered to be confidential under Section 89(2)(a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters.

CARRIED

At 7.45 pm, Eric Braslis, Geoff Rollinson, Sid Hutchinson, Narelle O’Donoghue and the Media left the meeting.

RESOLUTION

Moved: Cr Sonia Wright
 Seconded: Cr Lorraine Learmonth

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 7.54pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Gannawarra Shire Council held on 24 October 2017.

.....

Cr Brian Gibson - MAYOR

CHAIRPERSON