

# GANNAWARRA Shire Council

Wednesday, 17 March 2021 6:30pm Senior Citizens Centre Kerang

# AGENDA

# **Council Meeting**

The Council Meeting will be live-streamed via Council's website which can be accessed at this link gannawarra.vic.gov.au/Council/Council-Meetings/Meeting-livestream

# **Order Of Business**

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	Nil		

Tom O'Reilly

# CHIEF EXECUTIVE OFFICER

# **1 WELCOME TO COUNTRY**

Playing of the Welcome to Country video clip.

# **2** OPENING DECLARATION

We, the Councillors of the Shire of Gannawarra, declare that we will undertake the duties of the office of Councillor, in the best interests of our community, and faithfully, and impartially, carry out the functions, powers, authorities and discretions vested in us, to the best of our skill and judgement.

# **3** APOLOGIES AND LEAVE OF ABSENCE

# 4 CONFIRMATION OF MINUTES

Meeting - 17 February 2021

# 5 DECLARATION OF CONFLICT OF INTEREST

# General conflict of interest

Unless exempt under section 129 of the *Local Government Act* 2020 (the Act) or regulation 7 of the Local Government (Governance and Integrity) Regulations 2020, a Councillor or member of Council staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests (as defined in section 127(2) of the Act) could result in that person acting in a manner that is contrary to their public duty.

# Material conflict of interest

Unless exempt under section 129 of the *Local Government Act* 2020 or regulation 7 of the Local Government (Governance and Integrity) Regulations 2020, a Councillor or member of Council staff has a material conflict of interest in respect of a matter if an affected person (as defined in section 128(3) of the Act) would gain a benefit or suffer a loss depending on the outcome of the matter.

# Disclosure of a conflict of interest

A Councillor who has a conflict of interest and is attending a meeting of the Council must make a full disclosure of that interest by either advising:

- a) the Council at the meeting immediately before the matter is considered at the meeting; or
- b) the Chief Executive Officer in writing before the meeting –

whether the interest is a general conflict of interest or a material conflict of interest; <u>and the</u> <u>nature of the interest</u>.

<u>Note</u>: If a Councillor advises the Chief Executive Officer of the details under b) above, the Councillor must make a disclosure of the <u>class of interest</u> only to the meeting immediately before the matter is considered at the meeting.

In accordance with section 130 of the Act, a councillor who has a disclosed a conflict of interest in respect of a matter must exclude themselves from the decision making process in relation to the matter, including any discussion or vote on the matter at any Council meeting, and any action in relation to the matter.

Failure to comply with section 130 of the Act may result in a penalty of 120 penalty units

# 6 BRIEFING SESSIONS

6.1	<b>RECORDS OF COUNCILLOR BRIEFINGS - 11 FEBRUARY TO 10 MARCH 2021</b>	
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Author: Mel Scott, Executive Assistant - Chief Executive Office

Authoriser: Tom O'Reilly, CEO

Attachments: 1 Record of Councillor Briefing - 9 March 2021

## RECOMMENDATION

That Council note the records of Councillor Briefings from 11 February to 10 March 2021.

## **EXECUTIVE SUMMARY**

This report presents to Council written records of Councillor Briefings in accordance with Clause 31 of the Gannawarra Shire Council Governance Rules.

## **DECLARATIONS OF CONFLICT OF INTEREST**

The Officer preparing this report declares that they have no conflict of interest in regards to this matter.

# COUNCIL PLAN

Council Plan 2017-2021: Good Governance and a Healthy Organisation.

# BACKGROUND INFORMATION

In accordance with Clause 31 of the Gannawarra Shire Council Governance Rules, a written record of a meeting held under the auspices of Council is, as soon as practicable, reported at a meeting of the Council and incorporated in the minutes of that Council meeting.

The record must include:

- 1. The names of all Councillors and members of Council staff attending
- 2. The matters considered
- 3. Any conflict of interest disclosures made by a Councillor attending
- 4. Whether a Councillor who has disclosed a conflict of interest left the meeting.

#### CONSULTATION

Consultation with Councillors and staff has occurred to ensure the accuracy of the Councillor Briefing records.

#### CONCLUSION

To ensure compliance with Clause 31 of the Gannawarra Shire Council Governance Rules, it is recommended that Council note the Councillor Briefing records as attached to this report.

# **RECORD OF A COUNCILLOR BRIEFING**



Type of Meeting	Councillor Briefing				
Date:	Tuesday, 9 March, 2021				
Time:	9:00am – 4:40pm				
Location:	Northern District Community He	alth			
In Attendance:	Cr Charlie Gillingham				
(Councillors)	Cr Ross Stanton				
( <i>i</i>	Cr Kelvin Burt				
	Cr Travis Collier				
	Cr Jane Ogden				
	Cr Keith Link				
	Cr Garner Smith				
Apologies:	Nil				
In Attendance:	Tom O'Reilly, Phil Higgins, Geoff	Rollinson, Stacy Williams, Lisa Clue, Mel			
(Officers)		ee, Shana Johnny, Roger Griffiths,			
	Katrina Thorne				
In Attendance:	Macquarie Local Government La	awyers (via Zoom)			
(Other)					
Matters Discussed:	Draft Council Agenda – February	· Meeting of Council			
Watters Discussed.	Reports:	weeting of council			
	7.1 Policy Review – Policy No 140 – COVID-19 Hardship				
	7.2 Council Policy Review				
		ee Independent Member Appointment			
		and Charges 2021/2022			
	7.5 2021 Major Community	с ,			
	Councillor Briefing Updates:				
	• •	anus and Bating Dlan			
	Notice of Proposed Reve	5			
	<ul> <li>Proposed 2021/2022 But</li> <li>Council Memberships</li> </ul>	laget			
	Draft 10 Year Capital Works Program				
	Councillor Strategic Briefing Up				
	<ul> <li>Strategic Projects – Tow</li> </ul>				
	<ul> <li>2020/2021 Capital Worl</li> </ul>	<s program="" th="" update<=""></s>			
	Councillor Issues Raised				
	Conflict of Interest Disclo	sures			
Matter No.	Councillor/Officer making	Councillor/Officer left meeting			
	disclosure	Yes/No			
Nil		1			
Completed By:	Tom O'Reilly –Chief Executive O	fficer			
	0 8.11.				
	Tom O'Reilly -Chief Executive O				

# 7 BUSINESS REPORTS FOR DECISION

# 7.1 POLICY REVIEW - POLICY NO. 140 - COVID-19 HARDSHIP

Author: Phil Higgins, Director Corporate Services

Authoriser: Tom O'Reilly, CEO

Attachments: 1 COVID-19 Hardship Policy

# RECOMMENDATION

That Council extend the operations of Policy No. 140 – COVID-19 Hardship until a further review on or before 16 June 2021.

## **EXECUTIVE SUMMARY**

In response to the impact that Coronavirus (COVID-19) was having and was likely to have on our local businesses and employment, Council adopted Policy No. 140 – COVID-19 Hardship in April 2020. The policy, which recognised the financial hardship ratepayers were experiencing or predicted to experience due to the impact of COVID-19 restrictions, was put in place for six months. The policy was extended in September, 2020 up until March 2021. It was amended in December 2020 to broaden the policy parameters to include assistance to commercial ratepayers who have paid multiple waste charges during periods where their business was shut down due to the imposed lock down restrictions.

#### PURPOSE

The purpose of this report is to extend the timeline of the operation of Council Policy No. 140 – COVID-19 Hardship.

#### ATTACHMENTS

Policy No. 140 – COVID-19 Hardship

#### DISCUSSION

Policy No. 140 – COVID-19 Hardship caters for the following rates and charges payment arrangements:

- Council to hold interest on all outstanding debts incurred during the COVID-19 pandemic and hold off on legal action of rates and charges;
- The interest hold date will begin from the declaration of the State of Emergency, 16 March, 2020 and to be reviewed by 17 March, 2021; and
- Include assistance to commercial ratepayers who have paid multiple waste charges during periods where their business has been shut down due to the lockdown/restrictions.

The Victorian Government introduced a five-day lockdown between 13-17 February 2021, highlighting that the implications of COVID-19 on the community are subject to change at short notice.

# **RELEVANT LAW**

*Local Government Act 1989* – Sections 170 (Deferred payment); and 171A (Waiver by application – financial hardship).

#### **RELATED COUNCIL DECISIONS**

Council adopted Policy No. 140 - COVID-19 Hardship on 15 April, 2020. The policy was reviewed and extended on 16 September 2020. The policy was expanded to include assistance to commercial ratepayers making multiple waste charges on 16 December 2020.

## OPTIONS

The Council can either conclude or extend the operations of Policy No. 140 - COVID-19 Hardship.

#### SUSTAINABILITY IMPLICATIONS

The impact of COVID-19 on our community is profound. The economic impact is highly visible in certain sectors of the retail, commercial and tourism areas. The forced restrictions have impacted community events (social) and regular sporting and cultural activities.

## COMMUNITY ENGAGEMENT

Policy No. 140 has been in place for 11 months. Council has been in discussion on this matter with affected ratepayers.

## INNOVATION AND CONTINUOUS IMPROVEMENT

Policy No. 140 was a new policy in April, 2020. The alteration to the policy is aimed to address a specific situation caused by the pandemic and not covered by the existing policy framework.

#### COLLABORATION

The policy was established following evaluation of other councils in the region adopting similar responses to the COVID-19 pandemic.

#### FINANCIAL VIABILITY

There are 91 ratepayers who have taken up the interest relief available in this policy. The interest written off to date is \$4,450.

#### **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

This policy is aligned to various state and national plans to provide assistance to our communities during the pandemic.

#### **COUNCIL PLANS AND POLICIES**

Council Policy No. 025 - Outstanding Debt

Council Policy No. 034 - Rate Relief

# TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

# **CONFLICT OF INTEREST**

The officer preparing this report declares that they have no conflict of interest in regards to this matter.



# **COVID-19 Hardship**

# **COUNCIL POLICY NO. 140**

# **1. POLICY OBJECTIVE**

To outline options for Council to assist ratepayers who are experiencing temporary financial hardship due to the impacts of Coronavirus (COVID-19).

COVID-19 was declared a global pandemic on the 30 January 2020 and a State of Emergency was declared in Victoria on the 16 March 2020.

# 2. SCOPE

This policy applies to ratepayers who have an outstanding rate or charge account with Council who are experiencing temporary financial hardship due to COVID-19.

The policy also applies to pro rata relief for assessments paying a multiple commercial garbage charge who are impacted by COVID-19.

This policy allows Council to withhold interest raised on outstanding charges levied, place a hold on referring accounts to Council's debt collection agency for recovery and allows Council to put in place payment plans tailored specifically to the debt holders needs.

# **3. REFERENCES**

Local Government Act 1989

# 4. POLICY

Council to hold interest on all outstanding debts during the COVID-19 pandemic and hold off on legal action of rates and charges.

The interest hold date will begin from the declaration of the State of Emergency, 16 March 2020 and stay in place until a further review on or before 17 March 2021.

If the debt is not paid in full by this time and COVID-19 Hardship policy has not been extended, Council's Rate Relief – Policy No. 034 will apply and interest will be accrued from policy end date.

Rates notices will continue to be issued while interest holds are in place.

# **5. RELATED POLICIES**

• Policy No. 034 - Rate Relief

# 6. RESPONSIBILITY

Council will review the COVID-19 Hardship policy on or before 17 March 2021.

Council will notify account holders of outstanding balances at the expiry of COVID-19 Hardship policy timeframe.

# 7. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Records – Document Profile No. 3.000518 Originally adopted: 15 April 2020 Reviewed: 16 September 2020 Reviewed: 16 December 2020 To be reviewed: 17 March 2021

# 7.2 COUNCIL POLICY REVIEW

Author:	Lisa Clue, Manager Governance
Authoriser:	Phil Higgins, Director Corporate Services
Attachments:	1 Policy No. 063 - Caravan Annexes
	2 Policy No. 064 - Caravan Park 'Fly Over' Specifications
	3 Policy No. 066 - Building Regulations
	4 Policy No. 071 - Building Regulations 2018 - Regulations 87 - Erection
	of Class 10a Buildings on Vacant Allotments

5 Policy No. 101 - Media

# RECOMMENDATION

# That Council:

- 1. Endorse the following reviewed policies:
  - Policy No. 063 Caravan Annexes
  - Policy No. 064 Caravan Park 'Fly Over' Specifications
  - Policy No. 071 Building Regulations 2018 Regulation 87 Erection of Class 10a Buildings on Vacant Allotments
  - Policy No. 101 Media
- 2. Repeal Policy No. 066 Building Regulations
- **3.** Authorise the Chief Executive Officer to make amendments to the documents to correct any minor drafting errors that do not materially alter the intent of the policies.

# **EXECUTIVE SUMMARY**

Council officers undertake regular reviews of Council policies to ensure compliance with relevant legislation and that they are reflective of current practices. This report addresses the following policies which have recently been reviewed:

- Policy No. 063 Caravan Annexes
- Policy No. 064 Caravan Park 'Fly Over' Specifications
- Policy No. 066 Building Regulations
- Policy No. 071 Building Regulations 2018 Regulation 87 Erection of Class 10a Buildings on Vacant Allotments
- Policy No. 101 Media

# PURPOSE

This report addresses recently reviewed policies for the consideration of Council to ensure compliance with relevant legislation and that they are reflective of current practice.

# ATTACHMENTS

Policy No. 063 – Caravan Annexes Policy No. 064 – Caravan Park 'Fly Over' Specifications Policy No. 066 – Building Regulations

Policy No. 071 - Building Regulations 2018 – Regulation 87 – Erection of Class 10a Buildings on Vacant Allotments

Policy No. 101 – Media

# DISCUSSION

Council officers undertake regular reviews of Council policies to ensure compliance with relevant legislation and that they are reflective of current practice. Council policies are reviewed as needed, however most policies must be reviewed within either 12 months or two years after a General Election. Reviewed policies are presented to Council for endorsement, or for repeal if it has been determined the policy is no longer required.

Council policies provide guidance to staff, Council and the community and are published on Council's website.

Policy No	Policy Title	Comments
063	Caravan Annexes	This policy relates to authorising the placement of any van or attached rigid annexe within any Caravan Park located in the Gannawarra Shire or at any particular site within a park.
		Recommended changes to the policy reflect the updated Residential Tenancies (Caravan Park and Movable Dwellings Registration and Standards) Regulations 2020 and the removal of reference to the Director Infrastructure and Development as relevant approvals are the responsibility of the Municipal Building Surveyor.
064	Caravan Park 'Fly Over' Specifications	This policy outlines the process for the erection of 'Fly Overs' located in Caravan parks within the Gannawarra Shire.
		It is recommended reference to the Director Infrastructure and Development be removed from the policy as the Municipal Building Surveyor is responsible for assessing and issuing permits for 'Fly-Over' support structures.
066	Building Regulations	This policy related to Clause 1804 of the Building Regulations 2006 which allows a council to exempt a Class 10 building that is to be constructed on farm land used for farming purposes.
		The Building Regulations were reviewed in 2018 and this clause has been removed, therefore is it recommended this policy be repealed.

A summary of the reviewed policies and any recommended adjustments is listed below.

Policy No	Policy Title	Comments
071	Building Regulations 2018 – Regulations 87 – Erection of Class 10a Buildings on Vacant Allotments	Density Residential Zone of the Gannawarra Planning Scheme. 10a buildings are classified as sheds, carports and private garages. There are no recommended changes to the policy
101	Media	at this time. Council's Media Policy determines the process for how information is conveyed to the media and community.
		The recommended changes to the policy have been suggested to generate more clarity when it comes to media enquiries and Council spokespersons. It has also been adapted to recognise the role social media plays in promoting Council's work.

# **RELEVANT LAW**

Residential Tenancies (Caravan Park and Moveable Dwellings Registrations and Standards) Regulations 2020

Regulation 87 – Building Regulations 2018

# **RELATED COUNCIL DECISIONS**

Council Policies No. 063 – Caravan Annexes, No. 064 - Caravan Park 'Fly Over' Specifications and No. 066 – Building Regulations were last reviewed by Council on 20 September 2017.

Council Policy 071 - Building Regulations 2018 – Regulation 87 – Erection of Class 10a Buildings on Vacant Allotments was last reviewed by Council on 21 November 2018.

Council Policy 101 – Media was last reviewed by Council on 18 July 2018.

Council Policy No. 078 – Councillor Code of Conduct was last reviewed by Council in February 2021.

# OPTIONS

Council may wish to endorse the recommended, or alternative adjustments or decide to not make any adjustments to the policies at this time.

# SUSTAINABILITY IMPLICATIONS

Not applicable.

# COMMUNITY ENGAGEMENT

Not applicable.

# INNOVATION AND CONTINUOUS IMPROVEMENT

Council policies provide guidance to Council, staff and the community in decision making and service delivery.

Policies are reviewed as required however most policies must be reviewed within either 12 months or two years of a Council election. Regular reviews of Council policies ensure compliance with relevant legislation and that they are reflective of current practices.

## COLLABORATION

Not applicable.

## FINANCIAL VIABILITY

Not applicable.

# **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable.

## **COUNCIL PLANS AND POLICIES**

Council Plan 2017 – 2021 – Good Governance and a Healthy Organisation

Council Policy No. 063 – Caravan Annexes

Council Policy No. 064 - Caravan Park 'Fly Over' Specifications

Council Policy No. 066 – Building Regulations

Council Policy No. 071 – Building Regulations 2018 – Regulation 87 – Erection of Class 10a Buildings on Vacant Allotments

Council Policy No. 101 - Media

Council Policy No. 078 – Councillor Code of Conduct – Relationship with the Community.

# TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

## **CONFLICT OF INTEREST**

The officers preparing this report declares that they have no conflict of interest in regards to this matter.



# Caravan Park - Annexes

# 1. POLICY

Council reserves the right to authorise or not authorise the placement of any van or attached annexe within any Caravan Park located in the Gannawarra Shire or at any particular site within a park.

Any person wishing to erect a rigid annexe under the definitions of the Residential Tenancies (Caravan Park and Movable Dwellings Registration & Standards) Regulations 2020, must make application in writing to the Council providing full details of the proposed structure. Erection of the Annexe shall not proceed until written approval has been obtained from the Director Infrastructure and Development or Municipal Building Surveyor.

Any Annexe erected in any Caravan Park shall comply with the requirements of the Residential Tenancies (Caravan Park and Movable Dwellings Registration & Standards) Regulations 2020.

# 2. POLICY REVIEW

Council will review this policy as required but always within twelve months after a general election of the Council. At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

# **3. FURTHER INFORMATION**

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to Director Infrastructure and Development on (03) 5450 9333.

 Altus ECM Folder – 3.000518

 Originally adopted: 1995

 Reviewed: 13/11/2002
 Minute Bo

 Reviewed: 25/10/2006
 Minute Bo

 Reviewed: 27/06/2007
 Minute Bo

 Reviewed: 17/03/2010
 Minute Bo

 Reviewed: 17/03/2010
 Minute Bo

 Reviewed: 21/09/2017
 Minute Bo

 Reviewed: 17/03/2021
 To be reviewed: 2025

Minute Book Reference: 2455 Minute Book Reference: 5366 Minute Book Reference: 5894 Minute Book Reference: 7882 Minute Book Reference: 9849 Minute Book Reference: 12584



# Caravan Park – 'Fly Over' Specifications

# 1. POLICY

That the Specification for 'Fly-Overs' for Caravan Parks located within the Gannawarra Shire be as follows:

- 1.1 That the 'Fly-Over' support structure be constructed from lightweight steel, hollow tube or section to the requirements of the Director Infrastructure and Development or Municipal Building Surveyor.
- 1.2 That the support structure be covered with a flexible sheet material, like canvas or synthetic equivalents. Such material to be securely lashed to the support structure, stretched tight to avoid flapping in the wind.
- 1.3 The 'Fly-Over' shall have maximum dimensions as follows Extend 500 mm beyond the rear and sides of the caravan and annexe and 500 mm beyond the pull bar on the caravan. The height of the structure should not exceed the highest point of the caravan or annexe by more than 800 mm. Notwithstanding the above, the structure must be contained wholly within the defined site occupied by the caravan and annexe.
- 1.4 No 'Fly-Over' shall be erected prior to an on-site inspection with the relevant Park Manager who will issue any special requirements in writing and define the limits of the site boundary.
- 1.5 That after consultation with the Director Infrastructure and Development, the relevant Park Manager may vary the above requirements where special circumstances apply. The Park Manager has the authority to refuse permission to erect a 'Fly-Over' where such a structure would prejudice the proper functioning and amenity of the Park.
- 1.6 The Owner or Constructing Contractor must obtain a permit from Council's Municipal Building Surveyor prior to erecting the fly-over. To obtain a permit the following must be provided
  - a completed application form and fee
  - a dimensioned sketch plan of the proposed structure including materials to be used
  - a site plan with dimensions to all boundaries
  - a structural engineer's design and certification for the fly-over that also incorporates the method to be used to anchor it to the ground. The design will show that it will be suitable for a wind speed of 42m/sec.

# 2. POLICY REVIEW

Council will review this policy as required but always within twelve months after a general election of the Council. At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

# **3. FURTHER INFORMATION**

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Director Infrastructure and Developments on (03) 5450 9333.

Records – ECM 3.000518 Originally adopted: 1995 Reviewed: 13/11/2002 Reviewed: 25/10/2006 Reviewed: 27/06/2007 Reviewed: 17/03/2010 Reviewed: 20/09/2017 Reviewed: 17/03/2021 To be reviewed: 2025

Minute Book Reference: 2455 Minute Book Reference: 5366 Minute Book Reference: 5894 Minute Book Reference: 7882 Minute Book Reference: 9849 Minute Book Reference: 12584



# Building Regulations 2018 COUNCIL POLICY NO. 066

# 1. POLICY

That Council not grant exemptions in relation to Clause 1804 of the Building Regulations 2018 relating to farm buildings.

# 2. POLICY REVIEW

Council will review this policy as required but always within twelve months after a general election of the Council. At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

# **3. FURTHER INFORMATION**

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Director Infrastructure and Development on (03) 5450 9333.

Altus ECM Folder - 3.000518 Originally adopted: 1995 Reviewed: 13/11/2002 Reviewed: 25/10/2006 Reviewed: 17/03/2010 Reviewed: 17/04/2013 Reviewed: 20/09/2017 Reviewed: 17/03/2021 To be reviewed: 2025

Minute Book Reference: 2455 Minute Book Reference: 5366 Minute Book Reference: 7882 Minute Book Reference: 9849 Minute Book Reference: 12584



# Building Regulations 2018 – Regulation 87 – Erection of Class 10a Buildings on Vacant Allotments COUNCIL POLICY NO. 071

# **1. POLICY PURPOSE**

The purpose of this policy is to control the erection of class 10a Buildings on vacant allotments on land other than the General Residential Zone or Low Density Residential Zone of the Gannawarra Planning Scheme. 10a Buildings on vacant allotments are prohibited in these zones.

# 2. POLICY

- 2.1 That Council approval shall not be granted unless evidence is provided that an application has also been made for the erection of a dwelling or building of another class and that the Building Permit has been issued for the dwelling or building of another class prior to the erection of the shed or the like.
- 2.2 That the dwelling or building of another class must be commenced within 12 months of the Building Permit being issued.
- 2.3 That this policy shall have no effect on Class 10a buildings otherwise approved under the Subdivision Act 1988.
- 2.4 That conditions 1 and 2 may be varied providing a Statutory Declaration stating that the shed shall not be used for habitation is completed to the satisfaction of the Director Infrastructure and Development.

# **3. POLICY REVIEW**

Council will review this policy as required but always within twelve months after a general election of the Council. At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

# 4. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to Director Infrastructure and Development on (03) 5450 9333.



Altus Folder – 3.000518			
Originally adopted:	1997		
Reviewed:	25/10/2006	Minute Book Reference:	5366
Reviewed:	17/03/2010	Minute Book Reference:	7882
Reviewed:	17/04/2013	Minute Book Reference:	9849
Reviewed:	20/09/2017	Minute Book Reference:	1258
Reviewed:	21/11/2018	Minute Book Reference:	1375
Reviewed:	17/03/2021		
To be reviewed by:	2025		



# Media COUNCIL POLICY NO. 101

# 1. POLICY PURPOSE

This policy outlines protocols for managing communication between Gannawarra Shire Council, the media and the community.

# 2. SCOPE

This policy applies to:

- 1. Gannawarra Shire Councillors, employees, contractors and volunteers.
- 2. Compliance with legislation, regulations, industry codes; Council policy, agreements and other organisational requirements; and Council values identified in the Council Plan.

# 3. POLICY

Gannawarra Shire Council is committed to using a range of methods to communicate its services and events, and update the community on current issues. This is achieved through the use of traditional media (print, radio and television) and electronic media (email and social media).

This policy ensures that communication between Council, the community and the media is managed appropriately, including:

- Providing accurate, timely and consistent information;
- Ensuring that authorised spokespeople provide information to the media or on social media on behalf of Council;
- The preservation of Council's integrity and professional image; and
- The handling of issues in an appropriate manner.

#### Authorisation to make comments to the media

The Mayor is the primary spokesperson to the media on major issues and decisions that are made by Council. The Mayor may delegate Ward Councillors, where necessary, to speak for the Council on matters relating to their ward.

The Chief Executive Officer is the primary spokesperson on operational matters, and will act as a secondary spokesperson on Council matters, should Councillors be unavailable.

The Chief Executive Officer may delegate his/her authority to senior officers as spokespeople on issues from their areas of responsibility. Senior officers are not authorised to make comment to the media unless authorised by the Chief Executive Officer.

Councillors, the Chief Executive Officer and senior officers should be aware that all comments made at public events and meetings are on the public record and can be utilised by the media.

#### Media requests and approval of written materials

Where possible, any enquiries to staff from the media must be referred immediately to Council's Communications Team. Responses to media inquiries must be responded to in a timely manner.

#### Approval of media releases

All media releases for distribution by Council must be endorsed by the relevant Director and approved by the Chief Executive Officer or an officer delegated by the Chief Executive Officer. This also pertains to other information provided to the media.

#### Comments as a private citizen

Councillors choosing to express a personal opinion through the media will make clear that this is a personal view and does not represent the position of Council. Councillors will ensure that any such opinion is devoid of comments that could reasonably be construed as being derogatory, offensive or insulting to any person.

#### Use of social media on behalf of Council

Council may use social media platforms, such as Facebook, Twitter, LinkedIn and other emerging platforms, to promote its services to the community.

Council reserves the right to moderate comments or questions on these platforms.

#### 4. POLICY REVIEW

Council will review this policy as required but always within two years after a general election of the Council. At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

## 5. RELATED POLICIES

Policy No. 078 – Councillor Code of Conduct further details Gannawarra Shire Council's position on media communication by elected members.

Policy No. 143 - Community Engagement.

#### 6. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna Offices, or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Director Community Wellbeing on (03) 5450 9333.

Altus ECM Folder – 3.000518			
Originally adopted:	24/10/2007	Minute Book Reference:	6164
Reviewed:	15/12/2010	Minute Book Reference:	8463
	15/07/2015	Minute Book Reference:	11830
	18/07/2018	Minute Book Reference:	12699
	17/03/2021		
To be reviewed by:	2026		



# 7.3 AUDIT AND RISK COMMITTEE INDEPENDENT MEMBER APPOINTMENT

Author: Phil Higgins, Director Corporate Services

Authoriser: Phil Higgins, Director Corporate Services

Attachments: Nil

# RECOMMENDATION

That Council appoint Mr Francis Crawley as an Independent Member to the Audit and Risk Committee for a period of three years.

## **EXECUTIVE SUMMARY**

One of the three Audit and Risk Committee (ARC) independent members three-year term concluded in December 2020. The position was advertised in January 2021, with applications accepted up to 4 February 2021.

## PURPOSE

The ARC's purpose is to support Council in discharging its oversight responsibilities related to financial and performance reporting, risk management and maintenance of a sound internal control environment.

## ATTACHMENTS

Nil

# DISCUSSION

In accordance with the ARC Charter, independent members are appointed by Council for staggered terms to ensure that a loss of knowledge on the ARC does not occur at the one point in time, and:-

- Will generally be appointed for three-year terms;
- May be reappointed to a maximum of nine years;
- Collectively have expertise in financial management and reporting and risk management and also experience in public sector management.

Applications closed on 4 February 2020. Interviews for the position were conducted by the Mayor and CEO.

The proposed candidate has strong qualifications and experience in local government and related state government. He also has solid experience in risk, governance and audit committee fields.

The appointment can align with the next ARC meeting which is 23 March 2021.

#### **RELEVANT LAW**

Section 53 and 54 *Local Government Act 2020*.

# **RELATED COUNCIL DECISIONS**

At its meeting on 19 August 2020, Council appointed three independent members until 1 September 2023, 27 June 2021 and 20 December 2020. These dates aligned with members existing terms.

At its meeting on 16 December 2020, Council resolved to advertise for the appointment of one independent member to the ARC.

# OPTIONS

The current actions are in accordance with the above resolution and the ARC Charter.

## SUSTAINABILITY IMPLICATIONS

The three independent members on the ARC ensure that there are independent people overviewing key Council operations with a particular focus on risk management.

## COMMUNITY ENGAGEMENT

The three independent members on the ARC ensure that there is involvement by key community members.

# INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable

# COLLABORATION

The issue was discussed with the ARC Chair.

# FINANCIAL VIABILITY

The ARC is operating within the adopted budget.

# **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable.

# COUNCIL PLANS AND POLICIES

The appointment of independent members needs to align with the ARC Charter.

# TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

#### **CONFLICT OF INTEREST**

The officer preparing this report declares that they have no conflict of interest in regards to this matter.

# 7.4 PROPOSED SCHEDULE FEES AND CHARGES 2021/2022

Author:	Shan	a Johnny, Acting Manager Finance
Authoriser:	Phil I	Higgins, Director Corporate Services
Attachments:	1	Proposed Fees & Charges 2021/2022

# RECOMMENDATION

# That Council:

- 1. Adopt the scheduled Fees and Charges 2021/2022 effective from 1 July 2021.
- 2. Publish the Fees and Charges on Council's website.

# **EXECUTIVE SUMMARY**

Each year Council reviews the level of fees and charges that are applied across Gannawarra Shire Council for the provision of services, with a view to achieving a balance between affordability, encouraging greater usage, cost recovery and raising sufficient revenue to support the delivery of services.

The Fees and Charges schedule is included in Council's Annual Budget document.

In accordance with best practice financial management, Council Officers have conducted a comprehensive review of the Schedule of User Fees and Charges to ensure the achievement of the above criteria.

## PURPOSE

The purpose of the report is to establish fair and equitable charges for the hiring and usage of Council services for 2021/2022. The report will add clarity and consistency for users of the service by determining the price prior to 1 July 2021.

# ATTACHMENTS

Fees & Charges – 2021/2022

# DISCUSSION

The fees and charges applied by Council fall into two categories:

- Discretionary where Council has control over the type and amount of the fee or charge.
- Statutory where the fee or charge is set by legislation or another authority outside of Council's control.

There is no standard increase applied across Council's discretionary fees and charges. Rather, increases or decreases are driven to achieving a balance between affordability, encouraging greater usage, cost recovery and raising sufficient revenue to support the delivery of services. Discretionary fees and charges may be adjusted by Council anytime during the year and the schedule is noted with the date the change is operable from.

Statutory fees and charges are adjusted when the relevant legislation or authority notifies Council of the change; whereas discretionary fees are reviewed by Council each year and are applicable from 1 July.

# **RELEVANT LAW**

Section 93 of the *Local Government Act 2020* requires Council to prepare and adopt a Revenue and Rating Plan by 30 June 2021 for a period of at least the next four financial years.

# **RELATED COUNCIL DECISIONS**

The attached Proposed Fees & Charges Schedule will be attached to the 2021/2022 Budget on completion.

## OPTIONS

The proposed Fees & Charges have been weighed to balance affordability, encourage usage, cost recovery and raise sufficient revenue in line with prudent financial management practices. Council has control of the discretionary fees.

## SUSTAINABILITY IMPLICATIONS

The key risks are financial and compliance risks. The Revenue and Rating Plan must seek to provide stability and predictability in the financial impact on the municipal community.

# COMMUNITY ENGAGEMENT

In accordance with the Community Engagement Policy the following engagement plan will be enacted:

Commitment	Who to engage	Methods
Inform/Consult	Community – Service users and Residents.	Gannawarra News, Media Releases, Social media and on the website.
	Organisation – responsible managers and customer service.	Staff meetings and direct discussion. ELT and relevant Council officers have been consulted in the development of the proposed fees and charges for 2021/2022.
	Councillors	During budget deliberations Councillors have reviewed the proposed Schedule of Fees and Charges for 2021/2022.
	Audit and Risk Committee	Agenda item for March meeting

# INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

# COLLABORATION

Statutory fees and charges are adjusted when the relevant legislation or authority notifies Council of the change.

# FINANCIAL VIABILITY

The Proposed Fees & Charges have been developed in line with prudent financial management practices and seeks to ensure ongoing financial viability of the Council.

# REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

# **COUNCIL PLANS AND POLICIES**

Context	Section	Comment
Council Plan 2017-2021	Pursue initiatives to achieve long term financial sustainability	The Fees and Charges are an income stream that represents 11.8% of the Council's Operating Income.
Local Government Act 2020	S 101 – Principles of sound financial management	Council has an obligation to manage financial risks prudently.
	S 106 – Service Performance Principles	Council has an obligation to provide services of good value to the community.

# TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

# CONFLICT OF INTEREST

The officer preparing this report declares that they have no conflict of interest in regards to this matter.



# Fees & Charges 2021/2022

CHEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/2022
NVIRONMENTAL HEALTH SERVICES				
DOD ACT REGISTRATION FEES				
Class 1 Food Premises - Requiring External Food Safety Audits		Discretionary	No	\$ 353
Class 2 Food Premises - Requiring Council Food Safety Audits including food vans (5 or less employed		Discretionary	No	\$ 329
(including proprietor and his/her family) Class 2A Temporary Premises (Markets, Shows, Field Days, Exhibitions and like events)		Discretionary	No	\$ 93
Class 3 Food Premises Inc. Food Vehicles - 5 or less employed		Discretionary	No	\$ 197
Class 3A Temporary Premises (Markets, Shows, Field Days, Exhibitions and like events)		Discretionary	No	\$ 50
More than 5 employed, an additional fee per employee		Discretionary	No	\$ 40
Maximum Fee		Discretionary	No	\$ 3,250
School Canteens (operated by voluntary organisation)		Discretionary	No	\$ 197
Community Groups Food Act – Transfer of Registration		Discretionary Discretionary	No No	No Cha \$ 23'
Statutory Food Samples		Discretionary	No	No Cha
Non-compliant food samples	Per Re-Test	Discretionary	No	\$ 22
Annual statutory inspection plus statutory follow-up inspection		Discretionary	No	No Ch
Inspection Fee for non-compliant food premises	Per Inspection	Discretionary	No	\$ 22
Requested inspection and Report		Discretionary	No	\$ 22
JBLIC HEALTH AND WELLBEING ACT: REGISTRATION FEES				
ublic Health and Wellbeing Act: Premises				
Prescribed Accommodation premises – per year		Discretionary	No	\$ 29
Health Act – Transfer of Registration Health premises - low risk activities - hair and beauty therapy or beauty		Discretionary Discretionary	No	\$ 22 \$ 9
therapy only (per operator) Health premises - hairdressing only - one off fee (per operator)			No	\$ 9
Health premises - handressing only - one on ree (per operator) Health premises - low risk activities - maximum fee		Discretionary	No	\$ 29
Health premises - high risk activities - skin penetration, tattooing, ear		Discretionary Discretionary	No	\$ 29
piercing, electrolysis			Na	
Inspection fee - non-compliant health premises		Discretionary	No	\$ 22
Requested inspection and report		Discretionary	No	\$ 22
Aquatic Facilities - category 1 Registration	Annual Fee	Discretionary	No	\$ 10
Water analysis - portable and non-portable (Including rainwater tanks)		Discretionary	No	\$ 22
NVIRONMENT PROTECTION ACT REGISTRATION FEES				
eptic Tank Fees				
Application to install or alter a septic tank system		Discretionary	No	\$ 32
Minor alteration to existing system		Discretionary	No	\$ 22
Amend or reissue permit		Discretionary	No	\$ 5
Extension of permit (12 Months)		Discretionary	No	\$5
IMUNISATIONS				
Influenza Vaccine		Discretionary	No	\$ 2
Hepatitis B - Adult		Discretionary	No	\$ 2
Hepatitis B - Paediatric		Discretionary	No	\$ 1
Hepatitis A - Adult		Discretionary	No	\$ 7
Hepatitis A - Paediatric		Discretionary	No	\$ 5
Twinrix (Hepatitis A & B) - Adult		Discretionary	No	\$ 10
Twinrix (Hepatitis A & B) - Paediatric		Discretionary	No	\$ 6
Boostrix		Discretionary	No	\$ 53
Chicken Pox		Discretionary	No	\$ 8
DMMUNITY SERVICES				
DIS - National Disability Insurance Scheme				
Fees and charges as per 2018 NDIS Price Guide - Victoria		Discretionary	No	As per g
rees and charges as per 2010 mbio rifee Guide Welond	3			
	.)			
	Income Assessed: Refer to CHSP	Discretionary	No	\$ 1
ommunity Care Services (Rates per hour – maximum set by Government		Discretionary Discretionary	No	\$ 1 \$ 1

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HEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	202	1/2022
Personal Care Level 1 - Full Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	12.
Personal Care Level 2 - Part Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	17.
Personal Care Level 3 - Self Funded Retiree	Income Assessed: Refer to CHSP	Discretionary	No	\$	42
Respite Care Level 1 - Full Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	12
Respite Care Level 2 - Part Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	17
Respite Care Level 3 - Self Funded Retiree	Income Assessed: Refer to CHSP	Discretionary	No	\$	42
Social Support - Group	Fee is activity related	Discretionary	No	s	10
Social Support - Individual - Full Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	s	12
Social Support - Individual - Part Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	17
Social Support - Individual - Fait Fensionen Social Support - Individual - Self Funded	Income Assessed: Refer to CHSP	Discretionary	No	s	42
				э S	
Property Maintenance Level 1 - Full Pensioner	Income Assessed: Refer to CHSP	Discretionary	No		13
Property Maintenance Level 2 - Part Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	19
Property Maintenance Level 3 - Self Funded Retiree	Income Assessed: Refer to CHSP	Discretionary	No	\$	53
Transport Expenses - Fixed Fee (within townships)	Income Assessed: Refer to CHSP	Discretionary	No	\$	8
Transport Expenses - Intrashire	Income Assessed: Refer to CHSP	Discretionary	No	\$	
Sleepover - Active (per hour) - Full Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	12
Sleepover - Active (per hour) - Part Pensioner	Income Assessed: Refer to CHSP	Discretionary	No	\$	17
Sleepover - Active (per hour) - Self Funded	Income Assessed: Refer to CHSP	Discretionary	No	\$	42
Sleepover - Inactive	Income Assessed: Refer to CHSP	Discretionary	No	\$	12
d Services (Per meal)				Ŧ	
Meals on Wheels – 3 Courses	Includes Frozen meals	Discretionary	No	\$	1
Meals on Wheels – 2 Courses	Includes Frozen meals	Discretionary	No	s	1
Meals on Wheels – 1 Courses	Includes Frozen meals	Discretionary	No	s	1
	includes Prozen meais				
Social Meal 3 Courses		Discretionary	No	\$	12
Social Meal 2 Courses		Discretionary	No	\$	1
Sandwiches		Discretionary	No	\$	;
kered Services (Rates per hour)					
Assessment / Case Management Home Care 1	Man Fri Hra: 7.20am 7.20am	Discretionary	Yes	\$ \$	110
	Mon – Fri Hrs: 7.30am – 7.30pm Mon – Fri Hrs: 7.30pm – 9.30pm (inc Sat	Discretionary			
Home Care 2	7.30am to 12pm) Mon – Fri Hrs: 9.30pm – 7.30am (Sat 12pm)	Discretionary	Yes	\$	7
Home Care 3	to Mon 7.30am) incl. Public Holiday	Discretionary	Yes	\$	10
Personal Care 1	Mon – Fri Hrs: 7.30am – 7.30pm	Discretionary	Yes	\$	5
Personal Care 2	Mon – Fri Hrs: 7.30pm – 9.30pm (inc Sat 7.30am to 12pm), or 8 - 10 hrs consecutive care	Discretionary	Yes	\$	8
Personal Care 3	Mon – Fri Hrs: 9.30pm – 7.30am (Sat 12pm to Mon 7.30am) and Public Holiday or More than 10 hours consecutive care	Discretionary	Yes	\$	11
Respite Care 1	Mon – Fri Hrs: 7.30am – 7.30pm	Discretionary	Yes	\$	5
Respite Care 2	Mon – Fri Hrs: 7.30pm – 9.30pm (inc Sat 7.30am to 12pm), or 8 - 10 hrs consecutive care	Discretionary	Yes	\$	8
Respite Care 3	Mon – Fri Hrs: 9.30pm – 7.30am (Sat 12pm to Mon 7.30am) and Public Holiday or More than 10 hours consecutive care	Discretionary	Yes	\$	11
Social Support - Individual 1	Mon – Fri Hrs: 7.30am – 7.30pm	Discretionary	Yes	\$	5
Social Support - Individual 2	Mon – Fri Hrs: 7.30pm – 9.30pm (inc Sat 7.30am to 12pm), or 8 - 10 hrs consecutive care	Discretionary	Yes	\$	8
Social Support - Individual 3	Mon – Fri Hrs: 9.30pm – 7.30am (Sat 12pm to Mon 7.30am) and Public Holiday or More than 10 hours consecutive care	Discretionary	Yes	\$	11
Sleepover - Active (per hour)	10pm - 6.30am	Discretionary	Yes	\$	114
Sleepover - Inactive	10pm-6.30am	Discretionary	Yes	\$	12
Property Maintenance		Discretionary	Yes	\$	7
Meals on Wheels – 3 Courses	Includes Frozen meals	Discretionary	Yes	\$	1
Meals on Wheels – 2 Courses	Includes Frozen meals	Discretionary	Yes	s	1
	includes i tuzen medis	-	_	э \$	
Meals on Wheels - 1 Course		Discretionary	Yes		1
Meals on Wheels - Sandwich		Discretionary	Yes	\$	
					1
Community Social Meal	Centre Based Meals	Discretionary	Yes	\$	

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HEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/202
Travel Expense	per kilometre	Discretionary	Yes	\$
ا nnawarra Non Emergency Transport Service Client Contributions (Al	l one way transport bookings calculated as	"return" services)		
nsport Contributions				
Minimum Charge		Discretionary	Yes	\$ 4
Transport under 100km from place of residence	per kilometre	Discretionary	Yes	\$
Transport over 100km from place of residence	per kilometre	Discretionary	Yes	\$
Business Client Charges	per kilometre	Discretionary	Yes	\$
LDREN SERVICES				
g Day Care (Calendar Year)				
Full Day (per day) - 1 July to 31 December 2021	8.00am to 6.00pm	Discretionary	No	\$ 10
Full Day (per day) - 1 January to 30 June 2022	8.00am to 6.00pm	Discretionary	No	\$ 10
Casual (per hour) - 1 July to 31 December 2021	Minimum 2 Hours	Discretionary	No	\$ 1
Casual (per hour) - 1 January to 30 June 2022	Minimum 2 Hours	Discretionary	No	\$ 1
dergarten Fees - Kerang (Calendar Year)				
4 year old kindergarten - 1 July to 31 December 2021	Per week	Discretionary	No	State ( fui
4 year old kindergarten - 1 January to 30 June 2022	Per week	Discretionary	No	\$ 4
3 year old kindergarten - 1 July to 31 December 2021	Perweek	Discretionary	No	
3 year old kindergarten - 1 January to 30 June 2022	Per week	Discretionary	No	\$ 4
huna, Koondrook and Leitchville (Calendar Year)		1		
4 year old kindergarten - 1 July to 31 December 2021	Per year	Discretionary	No	State fu
4 year old kindergarten - 1 January to 30 June 2022	Per year	Discretionary	No	\$ 1,20
3 year old kindergarten - 3 hours week - 1 July to 31 December 2021	Per year	Discretionary	No	State fu
3 year old kindergarten - 3 hours week - 1 January to 30 June 2022	Per year	Discretionary	No	\$ 40
nily Day Care				
Parent Administration Levy	Per child per hour	Discretionary	No	\$
Carer Support Levy	Pro rata per week	Discretionary	No	\$
Standard fee	8.00am to 6.00pm (range between)	Discretionary	No	\$5.50 - \$1
Standard fee	Non-Core hours (range between)	Discretionary	No	\$6.75 - \$1
After School Care	8.00am to 6.00pm (range between)	Discretionary	No	\$5.50 - \$1
After School Care	Non-Core hours (range between)	Discretionary	No	\$6.75 - \$1
Before School Care	8.00am to 6.00pm (range between)	Discretionary	No	\$6.50 - \$
Before School Care	Non-Core hours (range between)	Discretionary	No	\$6.75 - \$1
Public Holiday	8.00am to 6.00pm (range between)	Discretionary	No	\$8.00 - \$1
Public Holiday	Non-Core hours (range between)	Discretionary	No	\$8.00 - \$1
Library Fees				
Annual Standard Membership		Discretionary	Yes	\$ 1
Annual Group Membership		Discretionary	Yes	\$ 3
RARY				
		Discretionary	Yes	
		, DIJUICUUIIAI Y	1 100	
Replacement Books Replace Cards		Discretionary	Yes	\$

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HEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/202
Photocopies/Print outs	A4/A3 One Side	Discretionary	Yes	\$
	A4/A3 Double Side	Discretionary	Yes	\$
Photocopies – own paper	Per Side	Discretionary	Yes	\$
Photocopies/Printouts Colour	Per Side	Discretionary	Yes	\$
Laminating		Discretionary	Yes	\$
Old Books (depending on condition)		Discretionary	Yes	.20
John Gorton Library Meeting Room		Diccionally	1.00	.20
Commercial/Casual Hirers (Charges capped at 5 Hours)	Per hour	Discretionary	Yes	\$ 2
ANNING FEES AND CHARGES		•		
tutory Planning Fees				
Use of Land Planning Permit (Note 1)		Statutory	No	\$ 1,31
Dwelling Planning Permit < \$10,000 (Note 1)		Statutory	No	\$ 19
Dwelling Planning Permit > \$10,001 - \$100,000 (Note 1)		Statutory	No	\$ 62
Dwelling Planning Permit > \$100,001 - \$500,000 (Note 1)		Statutory	No	\$ 1,28
			No	\$ 1,39
Dwelling Planning Permit > \$500,001 - \$1,000,000 (Note 1)		Statutory	No	\$ 1,3
Dwelling Planning Permit > \$1,000,001 - \$2,000,000 (Note 1)		Statutory	_	
VicSmart Application < \$10,000 (Note 1)		Statutory	No	\$ 19
VicSmart Application > \$10,001 (Note 1)		Statutory	No	\$ 42
VicSmart Application to subdivide land (Note 1)		Statutory	No	\$ 19
Development of Land < \$100,000 (Note 1)		Statutory	No	\$ 1,14
Development of Land > \$100,001 - \$1,000,000 (Note 1)		Statutory	No	\$ 1,54
Development of Land > \$1,000,001 - \$5,000,000 (Note 1)		Statutory	No	\$ 3,41
Development of Land > \$5,000,001 - \$15,000,000 (Note 1)		Statutory	No	\$ 8,70
Development of Land > \$15,000,001 - \$50,000,000 (Note 1)		Statutory	No	\$ 25,65
Development of Land > \$50,000,001 (Note 1)		Statutory	No	\$ 57,67
To Subdivide existing Building (Note 1)		Statutory	No	\$ 1.31
To Subdivide Land into 2 lots (Note 1)		Statutory	No	\$ 1,31
Boundary Realignment (Note 1)		Statutory	No	\$ 1,31
To Subdivide Land (Note 1)		Statutory	No	\$ 1,31
Create, vary or remove restriction or create, vary or remove an				
easement (Note 1)		Statutory	No	\$ 1,31
ategic Planning Fees				
Amendment to a planning Scheme (Note 1)		Statutory	No	\$ 3,05
Considering Submissions and referral to Planning Panel (up to 10 submissions) (Note 1)		Statutory	No	\$ 15,12
Considering Submissions and referral to Planning Panel (11 to 20 submissions) (Note 1)		Statutory	No	\$ 30,21
Considering Submissions and referral to Planning Panel (> 20 submissions) (Note 1)		Statutory	No	\$ 40,38
Adopting an Amendment (Note 1)		Statutory	No	\$ 48
Approval of an Amendment (Note 1)		Statutory	No	\$ 48
Certificate of Compliance (Note 1)		Statutory	No	\$ 32
Proposal to amend or end a Section 173 Agreement		Statutory	No	\$ 65
Satisfaction Certificate (Note 1)		Statutory	No	\$ 32
odivision Fees		lot-tut	Ne	C 4
Certification of a plan of subdivision		Statutory	No	\$ 17
Plan Examination Fee		Discretionary	No	Up maximu 0.75% val v
Supervision Fee		Discretionary	No	Up to maxi of 2.5% val v
LDING FEES AND CHARGES				
nestic				
New Dwellings or works	Up to \$19,999	Discretionary	Yes	\$ 68
New Dwellings or works	\$20,000 to \$49,999	Discretionary	Yes	\$ 77
New Dwellings or works	\$50,000 to \$99,999	Discretionary	Yes	\$ 92
New Dwellings or works	\$100,000 to \$199,999	Discretionary	Yes	\$ 1,45

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CHEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/2022
New Dwellings or works	\$200,000 to \$399,999	Discretionary	Yes	\$ 1,850.0
New Dwellings or works	\$400,000 to \$499,999	Discretionary	Yes	\$ 2,050.0
New Dwellings or works	Above \$500,000	Discretionary	Yes	Cost / 27
Multi unit developments	Up to 4 units	Discretionary	Yes	1850 per u
Lodgement Fee	Applies for works over a value of \$5,000	Statutory	Yes	\$ 121.8
ommercial Building Works				
Contract amount	Up to \$30,000	Discretionary	Yes	\$ 620.0
Contract amount	\$30,000 - \$100,000	Discretionary	Yes	\$ 1,650.0
Contract amount	\$100,000 - \$500,000	Discretionary	Yes	\$ 2,800.0
Contract amount	\$500,000 - \$999,999	Discretionary	Yes	cost / 220 \$25
Contract amount	Over \$1,000,000	Discretionary	Yes	cost / 220 \$27
Submissions for modifications to building regulations	Per hour	Discretionary	Yes	\$ 175.0
Special performance based assessments	per hour	Discretionary	Yes	\$ 175.0
inor Building Works				
Garages, Carports/Sheds, Verandahs	Up to \$19,999	Discretionary	Yes	\$520.0
Garages, Carports/Sheds, Verandahs	\$20,000 to \$49,999	Discretionary	Yes	\$620.0
Garages, Carports/Sheds, Verandahs	Above \$50,000	Discretionary	Yes	\$820.0
Swimming Pools		Discretionary	Yes	\$ 820.0
Safety Barrier for swimming pool or spas		Discretionary	Yes	\$ 300.0
Dwelling Reblock / restumping		Discretionary	Yes	\$ 620.0
Miscellaneous Building permit fee		Discretionary	Yes	\$ 500.0
Sitting of places of public entertainment		Discretionary	Yes	\$ 500.0
Variation to approved plans		Discretionary	Yes	\$ 150.0
Extensions		Discretionary	Yes	\$ 250.0
Bond can be in form of Bank Guarantee (Bond can be refunded up to 40% or \$2,000 on satisfactory completion of exterior).		Statutory	No	\$ 10,000.0
Miscellaneous inspections		Discretionary	Yes	\$ 160.0
Temporary occupation of a building	every 6 months	Discretionary	Yes	\$ 550.0
ouse Relocation				
Inspection and report fee prior to relocation		Discretionary	Yes	\$ 350.
emolition Permit				
Single story Class 1 Building more than 6.0m from the street alignment		Discretionary	Yes	\$ 420.
Single storey Class 1 Building more than 6.0m from street alignment, and is more than 6.0m high		Discretionary	Yes	\$ 470.0
Any Class 1 or 10 building containing more than 1 storey	Per Storey	Discretionary	Yes	\$ 420.
Any other building (commercial or industrial)	Per Storey	Discretionary	Yes	\$ 570.
uilding Certificates				
Property Information (Building Certificates)		Statutory	No	\$ 47.
Information on stormwater (Legal Point of Discharge)		Statutory	No	\$ 141.3
onsent and Report				
Council		Statutory	No	\$ 290.
Protection for works		Statutory	No	\$ 294.
Council - Demolition		Statutory	No	\$ 85.
Land Information Certificate		Statutory	No	\$ 27.
wimming Pools and Spa fees				
Swimming Pool and Spa fees - Application for Registration	2.15 Fee units	Discretionary	Yes	\$ 31.
Swimming Pool and Spa fees - Information search fee	3.19 Fee units	Discretionary	Yes	\$ 47.3
Swimming Pool and Spa fees - Lodgement of Certificate of pool barrier compliance	1.38 fee units	Discretionary	Yes	\$ 20.
Swimming Pool and Spa fees - Lodgement of Certificate of pool barrier non-compliance	26 fee units	Discretionary	Yes	\$ 385.
ECREATION RESERVES - COHUNA & LEITCHVILLE				
ootball Clubs				

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HEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	20	21/2022
Leitchville		Discretionary	Yes	\$	3,500
cket Clubs					
Cohuna - per year		Discretionary	Yes	\$	65
Leitchville - per year		Discretionary	Yes	\$	65
cellaneous					
Cohuna A. P. & H. Society - per year		Discretionary	Yes	\$	1,78
Cohuna Little Athletics Club - per year		Discretionary	Yes	\$	65
School Groups & RSL		Discretionary	Yes		No Ch
Casual - per day		Discretionary	Yes	\$	33
Casual - per hour (min 3 hours hire)		Discretionary	Yes	\$	7
Casual - more than one consecutive day	Price on application	Discretionary	Yes		
Oval Hire - refundable deposit		Discretionary	No	\$	26
NICIPAL RESERVES					
nicipal Reserve		1			
Use of Municipal Reserve (Inc Parks & Gardens) - Schools & RSL		Discretionary	Yes		
Use of Municipal Reserve (Inc Parks, Gardens & Wharf) - Commercial use/Major events/Weddings	Permit Fee	Discretionary	Yes	\$	5
Permit Deposit (Refundable)	No alcohol	Discretionary	No		
IMMING POOLS					
ang/Cohuna Swimming Pool					
Seasons Tickets: Family Season Pass (Cohuna and Kerang)	Family	Discretionary	Yes	\$	18
Seasons Tickets:	Adults	Discretionary	Yes	\$	10
	Concession or Student	Discretionary	Yes	\$	6
	Concession - Family	Discretionary	Yes	\$	8
Admission:	Adults	Discretionary	Yes	\$	
	Concession or Student	Discretionary	Yes	\$	
	Children with School	Discretionary	Yes	\$	
	Children under 5 years	Discretionary	Yes		
	Non-Swimming Patrons	Discretionary	Yes	\$	
	Family Day Pass	Discretionary	Yes	\$	1
	Community Groups/Schools/Event hire	Discretionary	Yes		
Ten Visit Pass Entry:	Family	Discretionary	Yes	\$	11
	Adult	Discretionary	Yes	\$	3
	Concession/Student	Discretionary	Yes	\$	2
Hire of Inflatable Pool Equipment:	2 day hire charge	Discretionary	Yes	\$	1,00
ang Exercise Pool	2 duy nic charge	Discretionary	103	Ŷ	1,00
Concession	Per Hour	Discretionary	Yes	\$	
	1/2 Hour	Discretionary	Yes	\$	
Adult	Per Hour	Discretionary	Yes	\$	
	1/2 Hour	Discretionary	Yes	\$	
Claims Attendance	Per Hour	Discretionary	Yes	\$	1
	1/2 Hour	Discretionary	Yes	\$	
Children (5-15)	Per Hour	Discretionary	Yes	\$	
	1/2 Hour	Discretionary	Yes	\$	
Children under 5	#2 FIUU	Discretionary	Yes	э \$	
Groups of max. 10 people	Per hour	Discretionary	Yes	э \$	4
Multiple group bookings	5 one hour sessions	Discretionary	Yes	э \$	18
An additional \$40 lifeguard fee per hour applies for group bookings that	per hour	Discretionary	Yes	\$ \$	4
cannot supply their own qualified lifeguard. Warra Waders Swim School	1/2 hour	Discretionary	Yes	\$ \$	1
10 Visit Pass	nz nour	-			
	40.	Discretionary	Yes	\$	4
Adult (Non Pensioners)	1/2 hour	Discretionary	Yes	\$	5
	1 hour	Discretionary	Yes	\$	7
Pensioner	1/2 hour	Discretionary	Yes	\$	3
	1 hour	Discretionary	Yes	\$	5
ا chville Swimming Pool (Administered by Community Asset Commit		-			

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HEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/2022
Single Season Pass	Adult	Discretionary		\$ 45
Student Season Pass	Under 18/student	Discretionary		\$ 40
Holiday Makers	Family	Discretionary		\$ 50
Adult Admission	Adult	Discretionary		\$ 4
Child Admission	Persons under 18 years	Discretionary		\$ 3
SIDENTIAL TENANCIES ACT REGISTRATION FEES				
Site not exceeding 25 (17 fee units)		Statutory	No	\$ 245
Site exceeding 25 but not exceeding 50 (34 fee units)		Statutory	No	\$ 491
Site exceeding 20 but not exceeding 100 (68 fee units)		Statutory	No	\$ 982
			Na	C 4400
Site exceeding 100 but not exceeding 150 (103 fee units)		Statutory	No	\$ 1,488
Site exceeding 150 but not exceeding 200 (137 fee units)		Statutory	No	\$ 1,979
Site exceeding 200 but not exceeding 250 (171 fee units)		Statutory	No	\$ 2,470
Site exceeding 250 but not exceeding 300 (205 fee units)		Statutory	No	\$ 2,962
Transfer of Caravan Park (5 fee units)		Statutory	No	\$ 72
Notification Fee for Moveable Dwellings within caravan parks		Discretionary		\$ 220
CALLAWS MESTIC ANIMAL ACT		•		
g Registration	I		1	1
Maximum fee as per Domestic Animals Act 1994 Schedule 1 – Registration fees Part 1—Dogs	Unsterilised dog Declared dangerous dog Declared menacing dog Declared restricted breed dog	Statutory	No	120 + S Gov't L (SGL) 11/4/2 - 10/4/2
Reduced fee as per Domestic Animals Act 1994 Schedule 1 – Registration fees Part 1—Dogs	Desexed dog Dog over 10 years old Dogs kept for working stock Registered domestic animal business Obedience trained dog with approved organisation Dogs registered with applicable organisation / owner is current member	Statutory	No	41.00 + S Gov't L 11/4/20 10/4/2
	Discount does not include SGL	Otatutanu	Na	500( diam
Eligible concession card holder	Discount does not include SGL	Statutory	No	50% disc
New registration paid after 10 October each year	Discount uses not include SOL	Discretionary	No	50% disc
Replacement Tag		Discretionary	Yes	\$
Late Payment Fee Registration		Discretionary	No	\$ 4
Maximum fee as per Domestic Animals Act 1994 Schedule 1 – Registration fees Part 2 - Cats	Unsterilised cat	Statutory	No	120 + S Gov't L (SGL) 11/4/2 - 10/4/2
Reduced fee as per Domestic Animals Act 1994 Schedule 1 – Registration fees Part 2 - Cats	Desexed cat Cat over 10 years old Registered domestic animal business	Statutory	No	41.00 + S Gov't I 11/4/20 10/4/2
Eligible concession card holder	Discount does not include SGL	Statutory	No	50% disc

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CHEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/2022
New registration paid after 10 October each year	Discount does not include SGL	Discretionary	No	50% discou
Replacement Tag		Discretionary	Yes	\$ 5.
Late Payment Fee		Discretionary	No	\$ 40.
dministration - Domestic Animals Registration				
Pro-rata reduction (quarterly) for refund of animal registration - state	Pro-rata quarterly	Discretionary	Yes	As Calculat
Gov't Levy non refundable	110-fata quarteriy	Discretionary	163	As Calculat
ound Fees - Domestic Animal Act		1		
Release Fee	Dogs and Cats 1st Offence	Discretionary	Yes	\$ 50.
	Dogs and Cats 2nd offence	Discretionary	Yes	\$ 100.
	Dogs and Cats 3rd offence	Discretionary	Yes	\$ 200.
Sustenance Fee (per day)		Discretionary	Yes	\$ 25.
omestic Animal Business				
Domestic Animal Business	Permit Fee plus SGL (SGL increases with CPI each year)	Discretionary	Yes	610.00 State Gov't Le
dministration - Local Law Permits				
Release fee for animal impounded under Local Laws	Per animal	Discretionary	Yes	\$ 66.
Release fee for item impounded under Local Laws	Per item	Discretionary	Yes	\$ 66.
Release fee for impounded vehicle		Discretionary	No	\$220 + towi
Amendments to permits	All permits	Discretionary	Yes	\$ 35.
	Additional fee payable on late renewal of	Discretionary	105	
Late Payment Fee	permit	Discretionary	No	50% of perr
ocal Law - Application and Permit Fees				
Bulk rubbish containers	Permit Fee (per container)	Discretionary	Yes	\$ 60.
Fodder on road	Refer to local law guidelines	Discretionary	Yes	\$ 230.
Footpath Trading - Consumption of Alcohol	Permit Fee (in conjunction with Footpath Trading permit)	Discretionary	No	\$ 55.
Footpath Trading / Permit fee - advertising sign, display of goods, table and chairs	Permit Fee (in conjunction with Footpath Trading permit)	Discretionary	No	\$ 55.0
Consumption of Alcohol	Permit Fee (commercial business only)	Discretionary	No	\$ 55.
House to House trading	Permit Fee	Discretionary	No	\$ 230.
Keeping of Animals	Permit Fee	Discretionary	Yes	\$ 120.
Livestock on Roads - Droving	Permit Fee	Discretionary	No	\$220.00
			_	\$1000.00 Bo
Livestock on Roads - Grazing	Permit fee Application & permit fee - events held on	Discretionary	Yes	\$ 230.
Municipal reserve - waterways	Council controlled waterways	Discretionary	Yes	\$ 270.
Roadside trading	Permit fee	Discretionary	Yes	\$ 230.
	Site fee	Discretionary	Yes	\$125.00 p mor
Shipping containers	Permit Fee (per container)	Discretionary	Yes	\$ 120.
Temporary Road Closure - Community Group	Advertising	Discretionary	Yes	Advertising co
Temporary Road Closure - Commercial event	All cost associated with the event. Charged through private works, sundry debtor process.	Discretionary	Yes	Advertising co
All other Local Law permits not listed above	Permit Fee	Discretionary	Yes	\$ 120.
ouncil Controlled Parking	-			
* For Offence Codes 701 To 714, A Municipal Council May By Council Resolution Fix a Penalty Of Up To 0.5 Penalty Unit For That Offence.		Statutory		0.5 of a Pena U
Parking offences under Road Safety Road Rules 2009 (Offence codes 701-714) (0.5 of a Penalty Unit)		Statutory	No	0.5 of a Pena U
VESTOCK				
pund Fees - Stock				
Impounded sheep - per head		Discretionary	Yes	\$ 22.
Impounded cattle - per head		Discretionary	Yes	\$ 110
		Discretionary	Yes	\$ 110
Impounded horses - per head				
Impounded horses - per head Impounded stock - all other stock including goats, pigs, etc - per animal		Discretionary	Yes	\$ 110 Cos

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HEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/2022
After hours call out fee for livestock on roads		Discretionary	Yes	\$ 330.
NLIS tags	if required	Discretionary	Yes	\$ 44.
Advertisement in Newspaper	as required under Impounding of Livestock Act 1994	Discretionary	Yes	Cost advertisi
Sustenance Fee		Discretionary	Yes	Cost of hay p
Release fee - per animal		Discretionary	Yes	\$100.00 animal & \$25. each oth anin
Accommodation Paddock (per head per day)		Discretionary	Yes	\$ 10.
ad Opening Permits				
Security Deposit - works not within the carriageway	\$210.00 per sq/m	Discretionary	No	210.00 p sq.
Security Deposit - works in the carriageway (Under 4m2)		Discretionary	No	\$ 840.
Security Deposit - works in the carriageway (Over 4m2)	\$840 Min + \$210 per m2 over 4m2	Discretionary	No	\$840 Min \$210 per n over 4n
Asset Protection Permit	Application fee per site	Discretionary	Yes	\$ 90.
Security deposit	minimum security deposit	Discretionary	No	\$ 200.
nsent for works within the Road Reserve				
nicipal Road with speed limit <50km/h Minor works conducted by a person referred to in regulation 10(2)		1		
that are traffic impact works				
Minor works not on the roadway, shoulder or pathway (6 units)		Statutory	No	\$ 88.
Minor works on the roadway, shoulder or pathway (9.3 units)		Statutory	No	\$ 137.
Works (other than minor works conducted by a person referred to in regulation 10(2) that are traffic impact works)				
Works not on the roadway, shoulder or pathway (6 units)		Statutory	No	\$ 88.
Works on the roadway, shoulder or pathway (23.5 units)		Statutory	No	\$ 348.
nicipal road with speed limit >50km/h				
Minor works conducted by a person referred to in regulation 10(2) that are traffic impact works				
Minor works not on the roadway, shoulder or pathway (6 units)		Statutory	No	\$ 88.
Minor works on the roadway, shoulder or pathway (9.3 units)		Statutory	No	\$ 137.
Works (other than minor works conducted by a person referred to in regulation 10(2) that are traffic impact works)				
Works not on the roadway, shoulder or pathway (23.5 units)		Statutory	No	\$ 348.
Works on the roadway, shoulder or pathway (43.1 units)		Statutory	No	\$ 638
ang Weighbridge				

CILITY HIRE					
blic Halls					
huna and Kerang Halls					
Whole Hall		Day (to 5:00pm)	Discretionary	Yes	\$ 180.0
	Ν	light (5:00pm - 2.30am)	Discretionary	Yes	\$ 240.0
		Day & Night	Discretionary	Yes	\$ 320.0
	Day time	hourly rate - maximum 3 hours	Discretionary	Yes	\$ 45.0
	Night time	e hourly rate - maximum 3 hours	Discretionary	Yes	\$ 45.0
Main Hall Only		Day (to 5:00pm)	Discretionary	Yes	\$ 120.0
	Ν	light (5:00pm - 2.30am)	Discretionary	Yes	\$ 150.0
		Day and Night	Discretionary	Yes	\$ 240.0
	Hou	urly rate maximum 3 hours	Discretionary	Yes	\$ 30.0
Supper Room & Kitchen		Day (to 5:00pm)	Discretionary	Yes	\$ 130.0

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Night (6:30pm - 2.30am) Day and Night Hourly rate maximum 3 hours Hourly rate maximum 3 hours Day (to 5:00pm) Night (5:00pm-2.30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2.30am) Hourly rate maximum 3 hours Not-for-profit	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	160 240 40 30 120 60 30 120 120 120 150 240 115
Hourly rate maximum 3 hours Hourly rate maximum 3 hours Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$	4( 33) 120 60 30 120 150 24(
Hourly rate maximum 3 hours Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes	\$ \$ \$ \$ \$ \$	3 12 6 3 12 12 15 24
Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes Yes Yes	\$ \$ \$ \$ \$ \$	120 60 30 120 150 240
Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes Yes Yes	\$ \$ \$ \$ \$ \$	12 6 3 12 15 24
Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes Yes	\$ \$ \$ \$ \$	6 3 12 15 24
Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes Yes	\$ \$ \$ \$	3 12 15 24
Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes	\$ \$ \$	12 15 24
Day (to 5:00pm) Night (5:00pm-2:30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2:30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes Yes	\$ \$ \$	12 15 24
Night (5.00pm-2.30am) Day and Night Day (to 5:00pm) Night (6:30pm - 2.30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary Discretionary	Yes Yes Yes	\$ \$	15 24
Day and Night Day (to 5:00pm) Night (6:30pm - 2.30am) Hourly rate maximum 3 hours	Discretionary Discretionary Discretionary	Yes	\$	24
Day (to 5:00pm) Night (6:30pm - 2.30am) Hourly rate maximum 3 hours	Discretionary Discretionary	Yes	-	
Night (6:30pm - 2.30am) Hourly rate maximum 3 hours	Discretionary	-	Э	
Hourly rate maximum 3 hours		I Yes		
	Discretionary		\$	16
Not-for-profit	D' I'	Yes	\$	2
	Discretionary			No Ch
Cohuna RSL ANZAC Service	Discretionary	Yes		No Ch
	Discretionary			No Ch No Ch
-				
		_	e	No Ch
		_		11
		_		1
Plastic Chair Hire	Discretionary	Yes	\$	
Community Groups - block of 5 booking to be used in 12 months of making initial booking	Discretionary	Yes	\$	34
Refundable Deposit - no alcohol	Discretionary	No		No Ch
	Discretionary	No	\$	56
	Discretionary	No	\$	8
	mmittee of Counci	I)		
Hire range	Discretionary			\$15-
2 hours	Discretionary	Yes		No Ch
4 hours	Discretionary	Yes		No Ch
All day (Return by 4.30pm)	Discretionary	Yes		No Ch
Overnight hire (Return by 9.30am)	Discretionary	Yes		No Ch
2 day hire (Return by 4.30pm)	Discretionary	Yes		No Ch
Security Deposit (Refundable)	Discretionary	No	\$	5
				No Ch
				No Ch
				No Ch
			5	2
county copean (normalize)			L *	2
	Discretionary	No	\$	6
	Discretionary	No	\$	8
	used in 12 months of making initial booking Refundable Deposit - no alcohol Refundable Deposit - alcohol to be consumed Setting up chairs (per hour minimum booking) rall) (Administered by Community Asset Co Hire range 2 hours 4 hours All day (Return by 4.30pm) Overnight hire (Return by 9.30am)	Service Clubs         Discretionary           Schools (per day to max 5 days \$300)         Discretionary           Trestle Hire per trestle - Other venues         Discretionary           Plastic Chair Hire         Discretionary           Community Groups - block of 5 booking to be used in 12 months of making initial booking         Discretionary           Refundable Deposit - no alcohol         Discretionary           Refundable Deposit - alcohol to be consumed         Discretionary           Setting up chairs (per hour minimum booking)         Discretionary           Valid (Administered by Community Asset Committee of Counci Hire range         Discretionary           2 hours         Discretionary           Al day (Return by 4.30pm)         Discretionary           Overnight hire (Return by 9.30am)         Discretionary           All day (Return by 4.30pm)         Discretionary           2 day hire (Return by 9.30am)         Discretionary           2 day h	Service ClubsDiscretionaryYesSchools (per day to max 5 days \$300)DiscretionaryYesTrestle Hire per trestle - Other venuesDiscretionaryYesPlastic Chair HireDiscretionaryYesCommunity Groups - block of 5 booking to be used in 12 months of making initial bookingDiscretionaryYesRefundable Deposit - no alcoholDiscretionaryNoSetting up chairs (per hour minimum booking)DiscretionaryNoSetting up chairs (per hour minimum booking)DiscretionaryNoAll (Administered by Community Asset Committee of Council)Hire rangeDiscretionary2 hoursDiscretionaryYesAll day (Return by 4.30pm)DiscretionaryYes2 day hire (Return by 9.30am)DiscretionaryYesSecurity Deposit (Refundable)DiscretionaryYes2 day hire (Return by 9.30am)DiscretionaryYesQvernight hire (Return by 9.30am)DiscretionaryYesQuernight hire (Return by 9.30a	Service Clubs         Discretionary         Yes           Schools (per day to max 5 days \$300)         Discretionary         Yes         \$           Trestle Hire per trestle - Other venues         Discretionary         Yes         \$           Plastic Chair Hire         Discretionary         Yes         \$           Community Groups - block of 5 booking to be used in 12 months of making initial booking         Discretionary         Yes         \$           Refundable Deposit - no alcohol         Discretionary         No         \$           Setting up chairs (per hour minimum booking)         Discretionary         No         \$           Yell         Administered by Community Asset Committee of Council)         \$           Hire range         Discretionary         Yes         \$           2 hours         Discretionary         Yes         \$           All day (Return by 4.30pm)         Discretionary         Yes         \$           All day (Return by 9.30am)         Discretionary         Yes         \$           All day (Return by 4.30pm)         Discretionary         Yes         \$           All day (Return by 4.30pm)         Discretionary         Yes         \$           All day (Return by 9.30am)         Discretionary         Yes         \$ <tr< td=""></tr<>

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CHEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	202	1/2022
Mulch (for sale)	Per m3	Discretionary	Yes	\$	6.0
omestic Waste to be Disposed of in Garbage Skip					
120lt Mobile Garbage Bin		Discretionary	Yes	\$	7.0
240lt Mobile Garbage Bin		Discretionary	Yes	\$	14.0
Domestic Waste delivered by any other means	Per m3	Discretionary	Yes	\$	33.0
Commercial Cardboard - Placed in Recycling Skip	Per m3	Discretionary	Yes	\$	10.0
ncontaminated Recyclable Materials					
Domestic Glass, Cans, Plastic Bottles, Paper & Cardboard		Discretionary	Yes	1	Vo Charg
Green Waste		Discretionary	Yes	\$	6.5
Green Waste - non for profit groups		Discretionary	Yes	\$	5.0
Contaminated recyclables & garden waste	Per m3	Discretionary	Yes	\$	33.0
Car Bodies	Per Car	Discretionary	Yes	\$	36.5
Timber	Per m3	Discretionary	Yes	\$	9.0
White Goods	Per m3	Discretionary	Yes	\$	15.0
Vehicle Batteries	Per Battery	Discretionary	Yes	\$	8.0
TV, Laptop, Computer Screen	Per Screen	Discretionary	Yes	\$	25.0
Ewaste cable or battery operated equipment	Per item	Discretionary	Yes	\$	
Mattress	Per Mattress	Discretionary	Yes	\$	28.0
andfill					
Commercial Domestic Waste	per Tonne	Stat/Disc	Yes	\$	141.0
Priority Waste - Category C	per Tonne	Stat/Disc	Yes	\$	218.0
Priority Waste - Category D	per Tonne	Stat/Disc	Yes	\$	218.0
Asbestos Waste	per Tonne	Stat/Disc	Yes	\$	157.0
Industrial Waste/Building Rubble	per Tonne	Stat/Disc	Yes	\$	190.0
Concrete	per Tonne	Discretionary	Yes	\$	90.0
Asphalt	per Tonne	Discretionary	Yes	\$	90.0
ISCELLANEOUS FEES AND CHARGES		•		•	
ystic Park Cemetery Trust (For full range of fees please refer to Mystic Pa	ark Schedule of Fees provided by the Depar				
Administrative Fees Misc.	Interment fee	Statutory	Yes	\$	65.0
Right of interment bodily remains at need	1st	Statutory	Yes	\$	175.0
Right of interment cremated remains at need	25 years	Statutory	Yes	\$	100.0
Search for cemetery records		Statutory	Yes	\$	20.0
Grave digging		Discretionary		\$	600.0
reedom of Information					
Application Fee		Statutory	No	\$	28.

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SCHEDULE OF FEES AND CHARGES 2021/2022 effective 1 July 2021	Note	Statutory/ Discretionary	Incl. GST	2021/2022
Property owner on behalf of				
Supervision charges (approx. per 1/4 hour)		Discretionary	No	\$ 5.30
Photocopying Charges - 4A Black & White per page		Discretionary	No	\$ 0.20
Providing access other than photocopying		Discretionary	No	Reasonable Cost
Listening or viewing a tape		Discretionary	No	\$ 5.30
Making a written transcript out of tape		Discretionary	No	Reasonable Cost
Prepare and collate information		Discretionary	Yes	\$20.00 per hour
Print/Copy		Discretionary	Yes	\$ 0.20
Postage		Discretionary	Yes	At cost
Making a written transcript out of tape		Discretionary	Yes	At cost
Quambatook Caravan Park (Administered by Community Asset Comm	ittee of Council)			
Powered site per person per night- Easter		Discretionary		\$ 20.00
Unpowered site per person per night- Easter		Discretionary		\$ 15.00
Bunkhouse/Cabin up to six people- Easter		Discretionary		\$ 130.00
Powered site per double per night- off peak		Discretionary		\$ 25.00
Unpowered site per double per night – off peak		Discretionary		\$ 20.00
Cabin and Bunkhouse - off peak		Discretionary		\$ 60.00
Standpipe - Cohuna				
Standpipe water. 1 token = 1000 litres.	per token	Discretionary	N /A	\$ 2.50
Truck Wash - Minimum \$ 3 Fee.				
Access key (available from Council's Customer Service Team)	per item	Discretionary	N/A	\$ 30.00
Water use	per minute	Discretionary	N /A	\$ 0.63
EV Charging station Kerang & Cohuna				
EV Charging cost	cents/kWh	Discretionary		\$ 0.40

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# 7.5 2021 MAJOR COMMUNITY PROJECT FUND

Author:	Paul	Fernee, Manager Community Engagement
Authoriser:	Stacy	Williams, Director Community Wellbeing
Attachments:	1	Major Community Projects Fund 2021 Projects

# RECOMMENDATION

That Council approve the allocation of the Major Community Projects Fund 2021 to six projects, as outlined in the attachment, totalling \$251,732.29.

## **EXECUTIVE SUMMARY**

The Major Community Projects Fund 2021 received 18 applications, requesting \$926,658 of support. The programs allows for a discretionary allocation of funds with specific criteria to assist community groups on non-Council owned or managed land that are often limited with funding opportunities to support them. Following an assessment of each project against the criteria of the funding program, recommendations for funding have been established and are outlined in this report and attachment.

## PURPOSE

The purpose of this report is for Council to consider the allocation of funds under the Major Community Projects Fund for 2021.

# ATTACHMENTS

Major Community Projects Fund projects 2021.

#### DISCUSSION

The Major Community Projects Fund 2021 (MCPF) enables community groups, organisations and clubs to partner with Council to develop infrastructure projects on non-Council owned or controlled land. Applicants could seek to apply for between \$10,000 and \$125,000. This program allows a discretionary allocation of Council funds to assist community groups that often don't have obvious funding sources to support them.

The program gave priority to projects identified or aligned with Council strategies, such as the Council Plan 2017-21 and the Sport and Recreation Strategy 2019 – 2029.

The MCPF 2021 was advertised on various platforms between Monday, 9 November 2020 and Tuesday 19 January 2021. Promotion of the program took place across a range of mediums, including print, online, direct emailing marketing and social media. Council received 18 applications totalling \$926,658.

A cross departmental assessment panel was established, which met on Thursday, 21 January 2021 to assess the applications. As a result, recommendations to fund six projects worth a total of \$251,732.29 are recommended for funding.

Throughout the assessment process, officers considered the program criteria as well as the aim to fund projects that evidenced broad community benefit and where possible ensured that funding was distributed as widely as possible across the municipality.

This is the second round of the MCPF delivered by Council, and it is clear that the demand is high for support for this type of funding. The 2021 round was highly oversubscribed, with the funding amount requested higher than 2020. Whilst many projects will miss out on receiving funding, officers will contact each unsuccessful group and advise on where to improve their application for future funding rounds, or support them where possible to access alternative funding opportunities.

# **RELEVANT LAW**

Not applicable

## **RELATED COUNCIL DECISIONS**

At its meeting on 24 June 2020, Council approved the allocation of \$250,000 in the 2020/2021 budget setting process to support the MCPF.

## OPTIONS

Council could choose to endorse the recommendations as presented in this report and attachment.

Alternatively, Council could suggest a change to the funding recommendations presented, mindful that projects should align with the program criteria.

## SUSTAINABILITY IMPLICATIONS

Not applicable.

#### COMMUNITY ENGAGEMENT

As this program is a funding program seeking applications, promotion and advertising of the opportunity was undertaken over a period of almost three months.

Various platforms were utilised to advertise that the program was open for applications, including print, online and social media.

## INNOVATION AND CONTINUOUS IMPROVEMENT

Council utilises a portal, Smartygrants, for grant funding programs. Officers continue to upskill and utilise features of the Smartygrants platform for the administration of the three funding programs Council deliver to the community, of which MCPF is one.

This ensures that there is an accurate trail of the process from submission to acquittal of any projects that Council provides funding for.

#### COLLABORATION

Not applicable.

## FINANCIAL VIABILITY

Council provided \$250,000 for this funding program as a part of the 2020-21 Budget.

# **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable

# **COUNCIL PLANS AND POLICIES**

The Major Community Projects Fund aligns with the 2017-2021 Council Plan Key Focus Areas: *Connectivity and Strong Healthy Communities* – Strategic Objectives of 'Support volunteer participation to meet the needs of our community' and 'Provide a range of opportunities that promote active and healthy lifestyles and social connectedness.'

# TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

# **CONFLICT OF INTEREST**

The officer preparing this report declares that they have no conflict of interest in regards to this matter.

#### 2021 MAJOR COMMUNITY PROJECTS FUNDING SUMMARY

Applicant	Project Title	Brief Project Description	Total Amount Requested	Total Project Cost
Kerang Girl Guide Support Group	Kerang Girl Guides Storage Upgrade	Create additional storage space in the Girl Guides Hall	\$33,500.00	\$40,420.00
	Cohuna Community Kitchen Upgrade	Upgrade of essential kitchen items and refurbishment of	\$15,000.00	\$16,375.00
		bench space within the community kitchen for food		
Cohuna Bowls Club Inc.		preparation		
	CDHS Archive Building Extension	The Archives building will be extended towards the Cullen	\$125,000.00	\$254,705.00
		Street footpath. The new facade will open onto Cullen Street		
		where visitors and researchers will be welcomed into a new		
		reception area. It will include a new fireproof room - with		
		extra shelving and compactors; static display areas; areas		
		allocated for document filing and new workspaces for		
		computers. this will allow the space now taken up by		
		computers etc to be used as storage for our large sporting		
COHUNA & DISTRICT HISTORICAL		memorabilia section.		
SOCIETY INC				
	Upgrading a Koondrook Community Multi-	Replacement of the corrugated iron roof and the re-painting	\$17,000.00	\$25,555.00
Barham Koondrook Historical	Purpose Facility	of the interior walls, ceiling and window frames of the main		
Society Incorporated		hall.		
	On Course Toilets	Remove current toilets and supply and install 3 on-course	\$33,829.05	\$36,229.05
		toilets		
Contraction of the second s				
Kerang Golf Club Incorporated				
	Replacement of old toilet block	Building a new toilet block, being a set of two with one a	\$27,403.24	\$35,103.24
		disabled toilet. This is to replace the old toilets which are in		
		disrepair and replacing them with new ones allows for the		
Kerang & District Agricultural		disabled toilet to be part of the plan.		
Society Inc.				
society mc.		TOTAL OF REQUESTED FUNDING	\$926.658.13	

TOTAL OF RECOMMENDED PROJECTS \$ 251,732.29

# 8 URGENT ITEMS

# 9 NOTICES OF MOTION

Nil

# **10 QUESTION TIME**

*Question Time provides an opportunity for members of the public to submit questions, in advance, to gain a response at the Council meeting.* 

# QUESTIONS FROM THE GALLERY

Completed Question Time forms must be submitted to the Chief Executive Officer via email to <u>council@gannawarra.vic.gov.au</u> no later than 5.00 pm on the day prior to the Council meeting.

A maximum number of two questions may be submitted in writing by any one person.

Questions will be read by the Mayor or Chief Executive Officer.

The Mayor or Chief Executive Officer may indicate that they require further time to research an answer. In this case, an answer will be provided in writing generally within ten (10) business days.

Questions will be answered at the meeting, or later in writing, unless the Mayor of Chief Executive Officer has determined that the relevant question seeks confidential information defined in Section 3 of the Local Government Act 2020 such as:

- Council business information
- security information
- land use planning information
- law enforcement information
- legal privileged information
- personal information
- private commercial information
- confidential meeting information
- internal arbitration information
- Councillor Conduct Panel confidential information
- an issue outside the Gannawarra Shire Council core business

or if the question is:

- defamatory, indecent, abusive or objectionable in language or substance
- repetitive of a question already answered (whether at the same or an earlier meeting)
- asked to embarrass a Councillor or Council officer.

No debate or discussion of questions or answers shall be permitted and all questions and answers shall be a brief as possible.

# **11 DELEGATES REPORTS**

# **11.1 DELEGATES REPORTS**

Author: Mel Scott, Executive Assistant - Chief Executive Office

Authoriser: Tom O'Reilly, CEO

Attachments: Nil

# **EXECUTIVE SUMMARY**

Council has memberships with peak Local Government associations, local and regional forums along with statutory committees. Some memberships require that a Councillor be appointed to act as a delegate to formally represent Council; typically in a voting capacity. This Agenda item provides an opportunity for Council appointed delegates to present a verbal update on any pertinent matters arising from Council's membership on the following associations.

Association	Appointed Council Delegate		
Central Victorian Greenhouse Alliance	Cr Stanton		
Community Halls Community Asset Committee	Cr Burt		
Loddon Campaspe Group of Councils	Mayor		
Loddon Mallee Waste and Resource Recovery Group (LMWRRG) Forum	Cr Ogden		
Municipal Association of Victoria	Cr Collier		
Municipal Fire Management Planning Committee (MFMPC)	Cr Link		
Murray River Group of Councils (MRGC)	Mayor		
Rail Freight Alliance	Cr Stanton		
Rural Councils Victoria	Cr Smith		

NB: \* Audit and Risk Committee - no delegate report is required as the Audit and Risk Committee formally reports back separately to Council in accord with the Audit and Risk Committee Charter.

# **12 CONFIDENTIAL ITEMS**

Nil