



**Macedon
Ranges**
Shire Council

Special Council Meeting Minutes

7.00pm Wednesday 21 June 2017
Gisborne Administration Centre
40 Robertson Street, Gisborne

1. PRAYER:

7.00pm The Mayor read the prayer

2. PRESENT:

Cr Jennifer Anderson (Mayor)	West Ward
Cr Bill West	East Ward
Cr Henry Bleeck	East Ward
Cr Natasha Gayfer	East Ward
Cr Mandi Mees	South ward
Cr Andrew Twaits	South Ward
Cr Helen Radnedge	South Ward
Cr Janet Pearce	West Ward
Cr Roger Jukes	West Ward

In Attendance:

Peter Johnston	Chief Executive Officer
Ms Sophie Segafredo	Director Planning & Environment
Mr John Hausler	Director Corporate Services
Ms Karen Stevens	Director Community Wellbeing
Dale Thornton	Director Assets & Operations
Mr Stephen Mahon	Manager Council and Customer Services

3. APOLOGIES:

Nil

4. DECLARATION OF CONFLICTS OF INTERESTS

Nil

The Mayor advised Council that the items on the agenda would be dealt with as follows – Item 8, 5, 7 and 6

8. APPROVAL OF MAYORAL AND COUNCILLOR ALLOWANCES**Synopsis:**

In accordance with section 74 of the Local Government Act 1989, Council must review and determine the level of Mayoral and Councillor Allowances at the first budget immediately after the holding of a general election.

The legislation governing Councillor Allowances and Expenses can be found under Part 4 of the Local Government Act 1989. There are lower and upper range limits and levels of allowance for Councils in three categories based on population and total revenue. Macedon Ranges attracts a Category 2 classification.

At the Ordinary Council Meeting on 26 April 2017, Council resolved to give public notice of its intention to set Allowances at the following level for the 2017/18, 2018/19, 2019/20 and 2020/21 financial years:

- Mayoral Allowance - \$83,790.50 per annum.
- Councillor Allowances - \$27,079.35 per annum

The full details can be found in the Agenda and in the Minutes of the meeting held on 26 April 2017 which are available on Council's website. Public Notice was given in all local newspapers and any person who wished to make a submission was invited to do so.

No submissions were received in respect of the Mayoral and Councillors Allowances. The purpose of this report is to make a recommendation for Council's consideration.

Officer Recommendation:

That Council set the Mayoral and Councillor Allowances at the Category 2 maximum level for the 2017/18, 2018/19, 2019/20 and 2020/21 financial years:

- **Mayoral Allowance - \$83,790.50 per annum.**
- **Councillor Allowances - \$27,079.35 per annum**

It was moved by Cr Pearce seconded by Cr Gayfer

That Council

- a) **Set the mayoral and councillor allowances at the Category 2 upper limit level, as per Local Government Legislation 2008 Councillor Allowances determined by the Minister for Local Government, for the 2017/18, 2018/19, 2019/20 and 2020/2021 financial years**
- b) **The 2017/18 financial year total allowances to be set at:**
 - **Mayoral Allowance \$83,790.50 per annum (including 9.5% equivalent of the superannuation guarantee)**
 - **Councillor Allowances \$27,079.35 per annum (including 9.5% equivalent of the Superannuation guarantee)**
- c) **Adjust the allowances each year in accordance with the Minister for Local Government's review of such allowances, and Commonwealth taxation legislation.**

CARRIED

5. ADOPTION OF COUNCIL PLAN 2017 – 2027 (YEAR 1)

Synopsis:

The Council Plan 2017–2027 is the predominant planning and vision setting tool for this Council during its current term. The Local Government Act (Section 125) requires Councils to prepare and approve a Council Plan within a period of six months after each general election or by the next 30 June whichever is later. The Council Plan must include the strategic objectives of the Council, strategies for achieving the objectives for at least the next four years and strategic indicators for monitoring the achievement of the objectives.

The Council Plan has been developed with broad community input and, as previously reported, the plan incorporates the Municipal Public Health & Wellbeing Plan. The draft Council Plan presented has a defined term of ten years in recognition of the longer term strategic objectives that are articulated.

At the Council Meeting on 26 April 2017 Council resolved to approve the Draft Council Plan 2017-2027 (Year 1) for public display. Public Notice was given in all local newspapers and any person who wished to make a submission was invited to do so.

Council received eight submissions in respect to the Council Plan the full details of which can be found in the Agenda and in the Minutes of the Special Council Meeting held on 7 June 2017 which are available on council's website. The purpose of this report is to make a recommendation for Council's consideration.

Officer Recommendation:

- (1) That Council, having prepared the draft Council Plan 2017-2027 (Year 1) and having placed it on public display; invited submissions and heard those persons who wished to speak in support of their submission and considered all submissions, adopt the Council Plan 2017-2027 (Year 1) with the amendments outlined in this report**
- (2) That the Plan be provided to the Minister for Local Government.**
- (3) That the Plan be made available to the public at the Council Offices and Service Centres and on Council's website.**
- (4) That Submitters to the Council Plan be advised of Council's decision.**

It was moved by Cr Radnedge seconded by Cr Mees

- 1. That Council, having prepared the draft Council Plan 2017-2027 (Year 1) and having placed it on public display; invited submissions and heard those persons who wished to speak in support of their submission and considered all submissions, adopt the Council Plan 2017-2027 (Year 1) with the amendments outlined below ;**
 - a) In the ' Our Priorities Area 1. Promote health and wellbeing add a further dot point to read**
 - Continue to improve access and quality of change rooms**

And

Amend the ' How we will measure our performance over the next four years' area by adding a further two dot points to read

 - increase the number of change room facilities upgraded to be more accessible to all**
 - ensure that people have opportunities for passive recreation and leisure activities in open spaces**
 - b) In the ' Our Priorities Area 2. Protect the natural environment ' area amend dot point one to read**
 - Address climate change mitigation, resilience and adaptation**

And add a further dot point to read

 - Embed environmental sustainability principles across all Council operations**

And

Replace the ' How we will measure our performance over the next four years' area as follows

- reduce Council's greenhouse gas emissions as indicated in Councils Climate Change Action Plan
- implement best practice conservation management techniques to protect biodiversity and manage threats
- increase awareness and action for responsible and sustainable land management practices across the shire, aiming to improve the health of land and waterways
- maintain the high level of community satisfaction with Council's waste management
- implement Council's Environmental Management Plans across our bushland reserves
- prioritise local species in new public plantings wherever possible
- preserve the landscape quality of vistas
- enhance and protect agricultural lands

c) In the ' Our Priorities Area 3. Improve the built environment area, amend dot point 4 to read

- Plan for improved recreation and community facilities using environmentally sustainable designs

And add a further dot point to read

- encourage multi use recreation and community facilities

And

amend the ' How we will measure our performance over the next four years' by the addition of the following dot point

- implement ecologically sustainable development principles for improved environmental performance in new developments

d) In the ' Our Priorities Area – 4. Enhance the social and economic environment ' area a further dot point be added to read

- Support our industry sectors that align with our vision and principles

And

In the ' Our Priorities Area – 4. Enhance the social and economic environment ' area the following quote be included to the ' What you've told us ' section of this page

' The importance of economic development and job creation needs to be recognised in terms of the contribution it makes to the wellbeing of our community. We have a real opportunity with tourism – it's essential Council continues to support the continued development of this industry '

e) In the ' Our Priorities Area 4. Enhance the social and economic environment ' area, amend the ' increase tourism visitation ' measure to read

- **enhance the economic impact of tourism in the shire in a way that is consistent with Councils planning and environmental objectives.**
- f) **In the Year One Action Plan amend key action 3 to read**
- 3. Reduce Council's greenhouse gas emissions as indicated in Councils Climate Change Action Plan**
- g) **Amend the ' Why we are doing this ' wording across the five priority areas to read as follows**
- Why are we doing this ?**
- h) **Amend the ' How we will measure our performance over the next four years' wording across the five priority areas to read as follows**
- How will we do this ?**
- i) **On the basis of the feedback from the Department of Health and Human Services on our application for exemption from producing a standalone Municipal Public Health and Wellbeing Plan, Council amend the draft Council Plan as follows:**
- **Include reference in the Council Plan to the background document '*Health and Wellbeing in the Council Plan 2017-2027*'**
This document outlines the process we followed to determine our health and wellbeing priorities, starting with an analysis of health data and including examination of other inputs such as Federal and State government priorities, current Council strategic documents and work underway. A reference to the background document can be included on page 4 under the 'Health and Wellbeing' segment. This document will also be uploaded to the Council website.
 - **Directly cite the Municipal Strategic Statement in the Council Plan. The statement 'This plan incorporates our Municipal Public Health and Wellbeing Plan and aligns with our Municipal Strategic Statement and Strategic Resource Plan which also guide council decision-making.' can be included on page 2 under 'What is the Council Plan?'**
 - **Specify the partnerships required to achieve the public health and wellbeing goals identified**
Reference to the partnerships required can be included on page 4 under the 'Health and Wellbeing' segment.
- j) **That the ' Message from the Mayor and Councillors ' be amended to reflect the final adopted Council Plan and the plan be appropriately renumbered.**
- (2) That the Plan be provided to the Minister for Local Government.**
- (3) That the Plan be made available to the public at the Council Offices and Service Centres and on Council's website.**
- (4) That Submitters to the Council Plan be thanked and advised of Council's decision.**

CARRIED

7. ADOPTION OF THE BUDGET

Synopsis:

Section 127 of the Local Government Act requires councils in Victoria to prepare a budget for each financial year. In 2014, the Victorian Government published the Better Practice Guide to Local Government Planning and Reporting. The Guide states that *“the budget is a short-term plan which specifies the resources required to fund a council’s services and initiatives over the next 12 months...At the strategic level, the budget details how the services and initiatives to be funded will contribute to the achievement of the strategic objectives in the council plan...At the operational level it should express the funding of services and initiatives through financial statements”*.

At the Council meeting on 7 June 2017, Council received 79 budget submissions, including late submissions and heard 20 Submitters who made a verbal presentation in support of their budget submission and resolved to –

1. Note the budget submissions and verbal presentations.
2. Refer the submissions to this meeting.
3. Prepare recommendations for consideration and determination at this meeting.

Therefore, the purpose of this report is to (1) make a determination on the submissions and (2) adopt the Budget, with or without amendment.

It should be noted that there was an administrative error with rate in the dollar declared when the draft budget was adopted 26 April, 2017. The error was identified and the draft budget was re-advertised on Monday 8 May, 2017. The public notice period was extended as a result of this change. The adjustment to rates and charges declared are included in this report.

Officer Recommendation:

- (1) That, having prepared the Draft Budget Report 2017/18, having placed it on public display and having received and considered all submissions, Council adopts the Budget with the following amendments –
 - a. That the Budget be amended to increase the Financial Assistance Grant – general purpose funding income by \$50,000 as a result of recent advice from the Federal Government.
 - b. That the Budget be amended to remove the contribution to the State Emergency Service (SES) of \$28,668. The Victorian State Government has advised that they will make the contribution to the SES from 2017/18.
 - c. That the Budget be amended to reduce the School Crossing grant income by \$10,950 as a result of recent advice from the Victorian State Government.
 - d. That the Budget be amended to reduce the amount allocated to the CEO recruitment by \$15,000 due to some expenditure being brought forward to 2016/17.
 - e. That the Budget be amended to reduce the Club contribution and increase the Council contribution to the Riddells Creek Tennis Court development by \$20,000.

- f. That the Budget be amended to allocate \$5,000 to the Malmsbury common project.
 - g. That the Budget be amended to increase the funding to support tourism services for the autumn leaves festival by \$42,000.
 - h. That the Budget be amended to increase funding for the Gisborne office window replacement by \$60,000.
 - i. That the Budget be amended to allocate funding of \$25,000 to support of the Equine Industry to provide for an economic development plan.
 - j. That the Budget be amended to allocate funding of \$55,000 to the IR Robertson Reserve pavilion development project.
 - k. That the Budget be amended to allocate funding of \$80,000 from the Public Open Space – South financial reserve to the development of female change rooms at Gardiner Reserve.
 - l. That the Budget be amended to correct some minor typographical errors identified.
 - m. That the Budget be amended to adjust Fee no. 313 in relation to Kyneton town hall hire commercial to include the specification of event staff cost as being from \$55 p/h.
- (2) That the following amendments to the rates and charges declared at its meeting on 26 April 2017 be adopted.
- a. That the amount intended to be raised by rates, the municipal charge and various waste charges will be \$45,262,672.
 - b. That five Differential Rates on the Capital Improved Value of rateable land will be applied as follows –
 - 1. General Rate of 0.2965 cents in the dollar.
 - 2. Agricultural Land Rate of 0.2372 cents in the dollar.
 - 3. Commercial/Industrial Rate of 0.3558 cents in the dollar.
 - 4. Recreational Land Rate of 0.1482 cents in the dollar.
 - 5. Not for Profit Housing Rate of 0.1482 cents in the dollar.
- (3) That Council give public notice of its decision to adopt its 2017/18 Budget; place the adopted Budget on public display; and provide the Budget to the Minister.
- (4) That Council endorse the officer responses as shown in section 6 of this report plus the modifications as shown in 1 above.
- (5) That Council write to all the Submitters and –
- a. thank them for providing their concerns, objections, support and requests;
 - b. provide them with the appropriate responses; and
 - c. advise them that the Budget was adopted with the amendments as shown in 1 above.

- (6) That, having declared its rates and charges at its meeting on 26 April 2017 with amendments as shown in 7 and given notice of those rates and charges, they be levied by sending a “rate and charges notice” to the persons who are liable to pay, in accordance with section 158 of the Local Government Act 1989.

It was moved by Cr Twaits seconded by Cr Bleeck that Items 6 and 7 on the agenda be deferred to the Ordinary Council Meeting to be held on Wednesday 28 June 2017

CARRIED

Cr Twaits sought leave of Council to briefly address the reasons for the deferral of these items.

It was moved by Cr Twaits seconded by Cr Anderson that leave be granted.

CARRIED

6. ADOPTION OF STRATEGIC RESOURCE PLAN

Synopsis:

The purpose of the Strategic Resource Plan is to outline the financial resources and non financial resources that are required to maintain the financial sustainability of the Council. Section 126 of the Local Government Act requires councils in Victoria to adopt a strategic resource plan each year.

In 2014, the Victorian Government published the Better Practice Guide to Local Government Planning and Reporting. The Guide states that *“the strategic resource plan is the key medium-term financial plan produced by councils, on a rolling basis, that summarises the resourcing forecasts for at least four years...it summarises the financial and non-financial resources required to achieve the strategic objectives and strategies in the council plan and expresses these through financial statements...and it should also describe the key assumptions underlying the forecasts”*.

The draft Strategic Resource Plan complements the Council Plan and it has been written in a manner that ensures Council meets its legal obligations.

At the Council Meeting on 26 April 2017, Council resolved to approve the draft Strategic Resource Plan for public display. Public Notice was given in all local newspapers and any person who wished to make a submission was invited to do so.

No submissions were specifically received in relation to the Strategic Resource Plan.

Officer Recommendation:

- (1) That, having prepared its Draft Strategic Resource Plan 2017/18 and having placed it on public display, Council adopts it with the proposed adjustments for changes to the 2017/18 budget outlined in section 7 of the Adoption of the Budget report in this agenda.
- (2) That Council give public notice of its decision to adopt the Strategic Resource Plan 2017/18; place the adopted Plan on public display; and provide the Plan to the Minister for Local Government.
- (3) That the Plan be provided to the Minister.

- (4) That the Plan be made available to the public at the Council Offices and Service Centres and on Council's website.**

(This matter was dealt with earlier in the meeting – see page 9)

The meeting was closed at 7.14 pm

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Cr Jennifer Anderson
Mayor