



MINUTES

**SCHEDULED MEETING OF COUNCIL HELD AT COBRAM
CIVIC CENTRE, PUNT ROAD COBRAM VIC 3644,
WEDNESDAY 25 MAY 2022**

The meeting commenced at 5.00 PM.

PRESENT Councillor Libro Mustica (Mayor)
Councillor Peter Lawless (Deputy Mayor)
Councillor John Beitzel
Councillor Ed Cox
Councillor Peter Elliot
Councillor Peter Lawless
Councillor Peter Mansfield

IN ATTENDANCE: Clare Keenan Chief Executive Officer
Josh Lewis Director Infrastructure Services
Sally Rice Director Sustainable Communities
Brant Doyle Director Corporate Governance and Performance
Matt Jarvis Chief Financial Officer
Bobby Brook Executive Support Mayor and Councillors
Marg Allan Monitor

RECORDING

Consistent with section 12.3 of our Governance Rules, Council officers have been authorised to record the public session of this meeting using an audio recording device.

LIVE STREAMING

Council meetings will now be lived streamed to allow those interested in viewing proceedings greater access to Council decisions and debate, without attending the meeting in person.

1. WELCOME CALLING TO ORDER – CEO

2. PRAYER

Almighty God we humbly ask you to guide our deliberations for the welfare and benefit of the Moira Shire and its people whom we serve.

Amen

Read by the Mayor

3. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

We, the Moira Shire Council, would like to acknowledge the traditional owners of the land upon which we meet and pay our respects to their Elders both past and present.

Read by the Mayor

4. APOLOGIES / LEAVE OF ABSENCE

- Councillor Wayne Limbrick's request for leave of absence for tonight's meeting was endorsed at the 27 April 2022 Scheduled Council Meeting.
- Councillors Julie Brooks and Judy Heather are apologies for tonight's meeting.

MOTION

CRS ED COX / PETER LAWLESS

That Councillors Julie Brooks and Judy Heather's apologies be accepted.

(CARRIED)

5. DECLARATION UNDER ACTS, REGULATIONS, CODES OR LOCAL LAWS

Nil

6. DISCLOSURE OF CONFLICTS OF INTEREST

Cr Peter Mansfield declared a conflict of interest for an item being raised during Urgent General Business, being a direct interest due to close association.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MOTION:

CRS PETER ELLIOTT / ED COX

"That the minutes of the Scheduled Council Meeting held on Wednesday, 27 April 2022 as prepared, be confirmed."

(CARRIED)

8. COUNCILLOR REPORTS

- Cr Peter Elliot reported on his interview with Prime News regarding climate change implications.
- Cr John Beitzel reported on the successful fundraising initiative from the Numurkah Rotary Club for an all abilities bus.
- Cr Peter Lawless reported on the President of the JC Lowe Oval invitation for Councillors and Senior staff to attend the facility on a Friday night to witness the number of people using the facility.
- Cr Ed Cox reported on the recent repair works undertaken at Kokoda Road Yarroweyah and the appreciation of Council expressed by the residents of that road.
- Cr Peter Mansfield praised the behavior he witnessed at pre poll sites from the volunteers and voters.

9 OFFICER REPORTS

CORPORATE, GOVERNANCE AND PERFORMANCE

Recruitment and leadership development

During April, Council managed 17 recruitment vacancies including the Manager Construction and Assets position, and we continue to source town planners. Four new employees were appointed and inducted into Council during April.

As reported for the past few months, Council staff recently participated in the Local Government Australasian Management Challenge, which took place, last Thursday in Melbourne. We are very fortunate to have the calibre of staff participate, and we commend them on their performance during the challenge. Results of the challenge will not be known for a few more weeks.

We have recently introduced drug and alcohol testing across our organisation, testing all outdoor and indoor workforce. We are pleased to report that there has been no positive test results returned. This is an outstanding result for an organisation of our size, in which, as an organisation we take great pride.

Pandemic workforce implications

During April, we had ten staff off work, isolating, due to the pandemic. For the financial year, COVID leave has cost Council just over \$80,000.

We have continued to recruit for casual opportunities, to provide back up to our workforce.

Customer Experience

For the month of April, Council's call centre received over 3570 calls, with 49% of calls being resolved at first point of contact. The customer experience team received just under 4,000 customer requests via the call centre and online.

There were over 750 payments, with 53% of these relating to animal registration payments which are due annually, in April.

The customer experience team provided service to 674 customers in our centres for counter service and payments.

Gender Equality Legislative Requirement

The Gender Equality Action Plan was submitted to the Commission at the end of March. A Gender Equality Diversity and Inclusion Committee has been established to oversee and implement the actions from the Action Plan over the next three years.

CHIEF FINANCIAL OFFICER

Shopfront Upgrade Grants

Applications are now open for Shopfront Upgrade Grants. Funding will be provided for eligible initiatives that increase the appeal of the business and enhance the overall aesthetics of our retail shopping strips.

Businesses can apply for grants up to \$2,000 to reinvigorate their shopfronts to retain and attract new customers and investment opportunities. Some examples include painting of external shop frontage, creative graphic design and signage fabrication or improvements that support accessibility.

Applications close Friday 10 June. Information on eligibility criteria and the application process can be found on Council's website.

Draft 2022/23 Budget

Tonight Council considers the draft 2022/23 budget for community comment. Understandably capital works attracts a lot of attention, however, the operating budget is just as important. For 2022/23 operating expenditure is roughly \$64m to fund the various services required to achieve the 5 strategic objective pillars of the Moira Shire Council Plan. \$15m is being spent on Moira being a Welcoming and Inclusive Place. \$6m is being spent on Moira having A Diverse and Dynamic Economy. \$17m on Moira having A Clean Green Environment, \$7m on being Customer Focused and Responsive and \$20m on providing Transparent and Accountable Governance (this includes over \$11m depreciation expense).

Joint MAV/FinPro project

A joint project on the financial state of the local government sector has been established by the Municipal Association of Victoria (MAV) and the Local Government Finance Professionals (FinPro).

The project will review the impacts of rate capping and other factors on the local government sector as well as assessing the financial outlook over the longer term. Moira Shire Council is participating in the project, the outcomes of which are expected to assist with advocacy and campaigning for the sector.

Procurement Statistics

Lastly, with the end of the financial year drawing close, a review of Moira Shire's procurement statistics shows 22 contracts have been awarded to date for a total estimated value of \$13.3m – with over 20% of that being a direct local spend and more broadly 85% spent with suppliers either directly local or adjacent to our shire.

INFRASTRUCTURE SERVICES

Yarrawonga – Mulwala Bridge

Transport for New South Wales in conjunction with the Department of Transport is currently engaging with Murray River Councils of both New South Wales and Victoria to understand issues and opportunities with each of the bridge crossings and punts that provide connection between the two states.

Moira will highlight the importance of the Yarrawonga – Mulwala Bridge crossing in servicing our community along with the broader needs for the nation.

Significant improvements to safety, amenity and efficiency are expected once this bridge is replaced with a fit-for-purpose structure along with an improved road connection on the Victorian side of the border.

Wet weather

Wet weather is currently hampering some capital works projects and detrimentally impacting parts of Council's road network, particularly unsealed shoulders and our gravel roads.

We will continue to closely monitor the condition of our roads and ask for the community's patience whilst we tend to any issues.

Emergency Management

It's imperative that Council maintain appropriate levels of preparedness in assisting with emergency's that may occur throughout our municipality.

In meeting this requirement, Council is updating training for relevant staff and will arrange a mock emergency management response in the coming months to hone staff skills and ensure Council can do all that it can in meeting the needs of emergency services, our community and maintain business continuity. Let's hope that we do not have to call on these skills in the near future!

Project update

Council has delivered approximately \$16m of capital works year to date, with a further \$11m having been committed.

Project highlights include:

- Continued progress in constructing 4 pedestrian crossings in Cobram
- Drainage works to assist with storm water management near the Yarrawonga Yacht Club
- Replacement of the reception counter at the Nathalia Barmah Heritage Centre

SUSTAINABLE COMMUNITIES

Destination inspiration program

The new business 'Paddock at Ulupna' has been selected for the Destination Inspiration Mentoring Program. This mentoring program is to supercharge the development of new tourism products and experiences in the Riverina Murray region.

Last chance to have your say on the draft Environmental Sustainability

The draft Environmental Sustainability strategy is in its last few days of being available for community comments. See Councils website for a copy of the strategy and to provide your thoughts and feedback. Submissions will be closing on the 27 May.

Entries closing for artists wishing to participate in the Midwinter Festival

Time is running out for artists to submit works responding to the theme *Our People, Our Environment*. The exhibition is a way for artists to explore their stories, surroundings and the unique way of life in regional and rural Victoria. Artists need to provide images of their work to be considered for selection. Central to this year's festival will be an outdoor gallery and performing space and we are seeking local artists to apply to be a part of the exhibition space. Entries close on Monday 30 May. For further details please see Councils website.

Council observed International Day Against Homophobia, Biophobia and Transphobia on 17 May through flying the rainbow flags in Yarrawonga and Cobram and promoting messaging through social media.

Electric Vehicle (EV) Charging stations being installed

Council and its partners were successful in receiving grants for two public EV Charging stations in the municipality as part of the Destination Charging Across Victoria Program. The funding will see two 50 KW fast charging stations installed one in Cobram and one in Yarrawonga. Council is currently scoping the works and determining the most appropriate locations for these in each town.

10. PUBLIC QUESTION TIME

Name	Summarised Question	Response
Geoff Campbell	What consequence does Heritage listing have on purchasing the whole of the school site under First Right of Refusal?	Thank you Geoff. In addition to the “Community Purposes” restrictions, any Heritage listing would place further limitations on any works. If State listed, Heritage Victoria must consent to all works and provide oversight which would significantly impact duration, costs and availability of trades. If Locally listed, practically any works will trigger a Planning Permit from Council which may place additional restrictions on the approved works depending on the listing. Government buildings are excluded from Heritage Victoria grant funding.
Brian Keenan	I am a concerned rate payer and former councillor and seek disclosure on the appointment of a monitor for our council. I have no criticism of your action as I have seen potential need for this action in the past, but I, and many others, are curious as to the cost and potential duration of this appointment.	<p>Thank you Brian. Council did not specifically request a monitor, rather I approached the Minister for Local Government with concerns that I was unable to fulfil my legislated responsibility under workplace health and safety, due to the fact that I cannot exclude an elected representative from our workplace. The solution determined by the Minister was the appointment of monitor.</p> <p>With regard to duration, Local Government Victoria signaled three -six months, however the terms of reference refer to one to two days per week for nine months, due to the caretaker period. Clearly, we hope for a timely resolution and Council is simultaneously pursuing the formal mandated process, which takes time.</p> <p>The cost to Council is in the Terms of Reference of the monitor’s appointment and is estimated between \$50,000 and \$100,000.</p>
Dawn Campbell	Have the Shire and VicRoads set aside funds for dangerous intersections?	<p>Thank you Dawn, you have given the example of dangerous intersections around Yarrawonga and there are many other examples around the Shire.</p> <p>The 2022/23 budget proposes approximately \$40,000 for intersection improvements to signage and installation of rumble strips. Current intersection realignment projects include Numurkah Rd/ Naring Road intersection the Murray Valley Highway/Cobram Koonoomoo Rd intersection.</p> <p>In Yarrawonga, we continue to push for back spot funding for a very dangerous intersection on the Murray Valley Highway.</p> <p>We continue to work with the Department of Transport (former VicRoads) and to lobby for safe intersections. It is worth nothing that this is also a priority for police</p>
Paul Flavel	Is there any truth to the rumours that Council is being lobbied by commercial interests regarding the use of the Tom Street site?	Thank you Paul, I did give you a call to clarify the questions, which is –in essence- Is there any truth to the rumours that Council is being lobbied by commercial interests regarding the use of the Tom Street site? To which the answer is No

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 11.1.1
(FINANCIAL ACCOUNTANT, ANDREW
WILSON)
(CHIEF FINANCE OFFICER MATT JARVIS)

QUARTERLY BUDGET REVIEW - MARCH 2022

Executive Summary

Income Statement

There has been an increase in the forecast budget surplus of \$8.99 million in the Approved December 2021 forecast to a surplus of \$13.58 million in the Proposed March 2022 forecast. The variance driven by a number of factors include early receipt of a further 25% of the 2022/23 VLGGC Financial Assistance Grant from the Commonwealth Government, this is in addition to the planned early receipt of 50% of the 2022/23 allocation.

There is a recognition of income (under AASB 1058) for grants received for capital works projects approved in prior years and completed in the 2021/22 financial year. This process transfers funds held in the Balance Sheet as a liability to recognise it in the current accounting year as income, in addition to any grant payments outstanding under the agreements.

While the movement increases the accounting revenue it is not new income, the increase is in the context that Council has met its performance obligations of the funding agreement and has not received further funds for projects.

Balance Sheet

The Balance Sheet of Moira Shire continues to remain strong. The strong reserves are set aside to pay for the \$38.36 million dollars of Capital works outstanding.

Cash Flow Statement

The cash position of Moira Shire continues to remain strong.

Capital Expenditure

There is no change to the 2021/22 Adopted Budget capital works program; the capital works forecast for March 2022 remains at \$14.59 million. In addition, a further \$38.46 million in other capital works remain, these include works commenced in 2020/21, and other capital works where construction has not yet commenced. Capital Expenditure spend at the end of March 2022 is \$14.72 million with a further \$11.87 million in outstanding commitments.

Financial Performance indicators

All Financial performance indicators remain within an acceptable range.

MOTION

CRS ED COX / PETER LAWLESS

That Council note:

1. The projections for the 2021/22 financial year contained in the March 2022 Quarterly Budget Review; and
2. The Environment Upgrade Agreements quarterly performance report.

(CARRIED)

FILE NO: F21/395
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 11.1.2
(SENIOR GOVERNANCE OFFICER, NANCY
MUSTICA)
(CHIEF FINANCE OFFICER MATT JARVIS)

MOIRA SHIRE COUNCIL DRAFT BUDGET 2022/23

Executive Summary

This report requests Council's approval to seek community feedback on the Draft 2022/23 Budget.

If approved,

- The Draft 2022/23 Budget will be available for public inspection at Council Service Centres and on Council's website from **Thursday 26 May 2022**.
- Members of the community will be invited to view and provide feedback on the Draft 2022/23 Budget by **Tuesday 7 June 2022**.
- Council will consider any feedback before considering a recommendation to adopt the 2022/23 Budget with or without amendments at the Scheduled Council Meeting to be held on **Wednesday 22 June 2022**.

The timelines will ensure Council fulfils its obligation to adopt the Annual Budget by 30 June 2022, in accordance with the *Local Government Act 2020*.

MOTION

CRS PETER ELLIOTT / PETER MANSFIELD

That Council:

1. Accept the Draft 2022/23 Budget.
2. Authorise the commencement of the community feedback process for the Draft 2022/23 Budget and in doing so:
 - Receive community feedback until Tuesday 7 June 2022 and
 - Consider adoption of the 2022/23 Budget at the scheduled Council meeting 5.00pm on Wednesday 22 June 2022 with or without amendment.

(CARRIED)

FILE NO:
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 11.2.1
(MANAGER GOVERNANCE & RISK,
AMANDA CHADWICK)
(DIRECTOR CORPORATE GOVERNANCE
AND PERFORMANCE, BRANT DOYLE)

COUNCILLOR SERVICE RECOGNITION POLICY

Executive Summary

The Councillor Service Recognition Policy has been reviewed and is recommended for endorsement by Council. This will replace the current policy that was adopted in December 2017 and will bring Councillor Service Recognition in line with the Employee Staff Awards Policy as well as the MAV Victorian Councillors Service Awards.

MOTION

CRS ED COX / PETER LAWLESS

That Council adopt the Councillor Service Recognition Policy.

(CARRIED)

FILE NO: F13/503
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 11.2.2
(SENIOR GOVERNANCE OFFICER,
MARGARET HINCK)
(DIRECTOR CORPORATE GOVERNANCE
AND PERFORMANCE BRANT DOYLE)

ASSEMBLIES OF COUNCILLORS FOR APRIL 2022

Executive Summary

The purpose of this report is to detail the Assemblies of Councillors held in April 2022. These records provide transparency in councils decision making process, in line with Council's commitment to the principles for public transparency and Council's Public Transparency Policy.

MOTION

CRS PETER ELLIOTT / PETER LAWLESS

That Council receive and note the record of Assemblies of Councillors for April 2022:

(CARRIED)

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 11.3.1
(CASUAL ADMINISTRATION SUPPORT OFFICER, MELODIE HAWKINS)
(DIRECTOR SUSTAINABLE COMMUNITIES SALLY RICE)

COMMUNITY STRENGTHENING GRANTS PROGRAM - ROUND 2 2021/22

Executive Summary

The 2021/22 Community Strengthening Grants (CSG) program has a total budget of \$204,000, and is offered via four streams:

1. Major up to \$10,000 (two rounds per annum);
2. Quick Response up to \$1,000 (always open);
3. Coronavirus Community Recovery Grants up to \$2,500 (one round); and
4. Triennial Grants

To date we have currently distributed a total of \$102,436 through the CSG program. Details of allocations are as follows:

Stream	Applications Received	Successful Applications	Amount Allocated
Major – Round 1	21	12	\$77,522
Quick Response	11	8	\$6,250
Coronavirus Community Recovery	15	9	\$18,664
Total	47	29	\$102,436

Round Two of the 2021/22 CSG Major Grant rounds was open for applications via Smarty Grants between February and March 2022.

Council received 16 applications for round two of the 2021/22 Community Strengthening Grants Program. Nine of the applications passed the pre-eligibility stage and progressed to assessment. Following assessment, four are recommended for funding at a total cost of \$26,149.

Applications recommended for funding:

Organisation Project	Project Description	Total Project Cost	Recommended Amount (requested amount if different)
Cobram Football Club Spectator Shelter	Create a new spectator shelter where Council are demolishing an old storage shed, which is unfit for use.	\$15,100	\$10,000
Assessment Panel comments: Council are covering costs for demolition of storage shed (\$4,000 - \$8,000). Project has been through Community Project Proposal process, with no issues identified. Simple project which meets CSG aims. Condition: Applicant to provide a completed risk assessment.			
Rotary Club of Numurkah Numurkah Community Aged Care Bus	To purchase an 11 seater all-abilities access community bus for use by residents of Numurkah Pioneer Lodge and Karinya Nursing Home.	\$91,923	\$10,000
Assessment Panel comments: Project has valuable benefits to targeted community members, sound budget, clear and detailed project plan and aligns to CSG aims.			

FILE NO:
1. A WELCOMING AND INCLUSIVE PLACE

ITEM NO: 11.3.1
(CASUAL ADMINISTRATION SUPPORT
OFFICER, MELODIE HAWKINS)
(DIRECTOR SUSTAINABLE COMMUNITIES
SALLY RICE)

COMMUNITY STRENGTHENING GRANTS PROGRAM - ROUND 2 2021/22 (cont'd)

Applications recommended for funding – continued:

Organisation Project	Project Description	Total Project Cost	Recommended Amount (requested amount if different)
St James Golf Club Inc. Up-grade of Clubhouse Interior	Replacement of old curtains to improve the clubhouse and attract new members.	\$11,735	\$1,804 (\$10,000)
Assessment Panel comments: Good application with support letters, clear budget and potential for the improvements to encourage more events at the facility. Application was originally included replacement of old carpet (\$9750). Council's Acting Coordinator of Facilities Maintenance has confirmed the carpet will be replaced as part of Council's Renewal programming and budget, accordingly this aspect of the application will not be progressed.			
Yarrowonga & Border Agricultural & Pastoral Association Hammon Pavilion Evaporative Cooler	An evaporative cooler to be installed in the Hammon Pavilion making it more comfortable for all users.	\$4,779	\$4,345
Assessment Panel comments: Straightforward project with sound project plan and simple and clear budgets. Condition: Applicant to provide more details in their risk assessment.			

MOTION

CRS PETER LAWLESS / ED COX

That Council fund four projects totalling \$26,149 under the 2021/22 Community Strengthening Grants Program.

(CARRIED)

FILE NO: C010/22
5. TRANSPARENT AND ACCOUNTABLE
GOVERNANCE

ITEM NO: 11.4.1
(PROCUREMENT COORDINATOR, JOVIAL
MATHEWS)
(DIRECTOR INFRASTRUCTURE SERVICES
JOSHUA LEWIS)

C010/22 - PROVISION OF PRE-MIXED CONCRETE SUPPLIES PANEL

Executive Summary

Moira Shire Council invited submissions from suitably qualified organisations for the supply and delivery of concrete for footpath and kerb and channel construction and associated works.

Council's intention is to compile a panel of suppliers offering supply and delivery of premixed concrete products.

After consideration of the submissions, the evaluation panel recommends that contract C010/22 – Provision of Pre-Mixed Concrete Supplies be awarded to the following tenderer:

- E.B. Mawson & Sons Pty Ltd

MOTION

CRS PETER LAWLESS / ED COX

That Council:

1. Award the schedule of rates contract to the following tenderer under Panel Contract C010/22 – Provision of Pre-mixed Concrete Supplies, for an initial term of 1 year with the option to extend in single 1 year periods to a maximum contract period of 3 years:
 - E.B. Mawson & Sons Pty Ltd
2. Authorise the Chief Executive Officer to sign and seal the contract documents and approve contract extensions within the provisions of the contract.

(CARRIED)

9. OFFICER REPORTS FOR INFORMATION

Nil

10. ACTION OFFICERS LIST

NIL

11. NOTICES OF MOTION

NIL

12. PETITIONS AND JOINT LETTERS

Cr Peter Elliot tabled a petition regarding access to the Murray River downstream of the Lake Mulwala Weir for recreational fishing.

13. COUNCIL SEAL

NIL

FILE NO: VARIOUS

ITEM NO: Error! Reference source not found.

GENERAL BUSINESS

Councillor Peter Mansfield left the meeting at 5:46 PM due to his previous declared conflict of interest.

MOTION

CRS PETER LAWLESS / ED COX

That Council coordinate a round table discussion with members of parliament and Stakeholders in relation to the increase of homelessness within the municipality.

(CARRIED)

Councillor Peter Mansfield returned to the meeting at 5:49 PM.

FILE NO: VARIOUS

ITEM NO: 18

MEETING CLOSE

The Mayor stated: This now concludes our Council meeting, for those watching via live stream, on behalf of Council I would like to thank our community for participating in our meeting.

Please stay safe and good night.

THE MEETING CLOSED AT: 5:49 PM