

# AGENDA

## ORDINARY MEETING OF COUNCIL

Tuesday, 16 July 2013

To be held  
Robinvale Community Centre,  
McLennan Drive, Robinvale  
Commencing at 7:00 PM

**COUNCIL:**

Cr LT McPhee – Mayor

Cr JN Katis

Cr GW Norton

Cr GI Cruickshank

Cr JA Kiley

Cr CM Adamson

Cr JB Crowe

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**SECTION A – PROCEDURAL MATTERS**

- **Open**
  
- **Acknowledgement to Country**
  
- **Prayer**
  
- **Apologies**
  
- **Confirmation of Minutes**
  - 1) Ordinary Meeting held on 25 June 2013
  - 2) Extraordinary Council Meeting held on 2 July 2013
  
- **Declarations of Conflict of Interest**
  
- **Receptions and Reading of Petitions, Memorials, Joint Letters and Deputations**
  
- **Public Question Time**

## **SECTION B – REPORTS**

### **B.13.82 2014 GENERAL REVALUATION**

**Source:** Procedural  
**Department:** Corporate Services  
**File Number:** 96-06-12

#### **Summary**

Council is required, under the Valuation of Land Act 1960, to resolve to cause a General Revaluation of land within its municipality every two years. The next revaluation date is 1 January 2014.

#### **Council Plan Strategy Addressed**

***Responsible management of resources*** - We will continually improve the management of our finances, assets, systems and technology to achieve and maintain Best Value in our operations.

#### **Recommendation**

**That Council cause a General Revaluation of all land within its municipal district as at 1 January 2014.**

#### **Policy Implications**

Nil.

#### **Financial and Resource Implications**

The contract valuer is Franz Tursi and Associates. This is the second and final revaluation under this contract.

The 2014 General Revaluation is a 5 Stage process.

The budget for Stage 1 of the 2014 General Revaluation has been approved and expended as part of Council's formally adopted budget for 2012/2013.

The budget for the remaining Stages 2 – 5 of the General Revaluation has been approved as part of Council's formally adopted budget for 2013/2014.

### **Triple Bottom Line Impact**

Environmental – Nil.

Social – As Council's Contract Valuer is required as part of the General Revaluation process to reinspect at least one third of all properties, many residents will be visited by the Contract Valuer over the next several months. These visitations often provide residents with the opportunity to clarify valuation issues with the Contract Valuer.

Financial – Budget amount allocated and expended for 2012-2013. Budget amount allocated for 2013-2014.

### **Background**

Council has responsibility, under the Valuation of Land Act 1960, for causing valuations to be made on all property within its municipal district. Each General Revaluation occurs every two years, with the next revaluation due to be made as at the level of value date of 1 January 2014.

Council has a formal contract in place for provision of valuation services. Council staff supervise the contract. Contractual payments are made to the contractor following approval of each stage by the Valuer General Victoria (VGV).

### **Issues**

Nil.

### **Consultation**

Not applicable.

### **Options**

Not applicable.

### **Conclusion**

The general revaluation of all property every two years ensures that current valuations are used to raise rates meaning that the system is fairer especially when valuation changes are significant.

### **Attachments**

Nil.

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**B.13.83 APPOINTMENT OF TWO COUNCILLORS TO SIGN ANNUAL FINANCIAL STATEMENTS**

**Source:** Procedural  
**Department:** Corporate Services  
**File Number:** 42-01-00

**Summary**

The Local Government Act requires that Council appoint two Councillors as authorised signatories for the Annual Financial, Standard and Performance Statements.

**Council Plan Strategy Addressed**

*Councillor and Staff accountability* - We will represent the interests of our community and will conduct our affairs openly and with integrity, reflecting high levels of good governance.

**Recommendation**

**That Council appoint the Mayor, Councillor Les McPhee and nominate another Councillor to be the authorised signatories to the final set of 2012/13 Annual Financial Statements incorporating the General Purpose, Standard and Performance Statements once those statements have been reviewed by Council's Auditor.**

**Policy Implications**

Nil

**Financial and Resource Implications**

Nil

**Triple Bottom Line Impact**

Part of Council's commitment under Leadership and Governance for Councillor Accountability and Responsible Management of Resources. No direct impact on other Triple Bottom Line Factors.

## **Background**

The Local Government Act requires that Council appoint two Councillors to be the authorised signatories to the final set of Annual Statements, once the audit process has been completed.

The Annual Statements comprise the General Purpose Financial Statements prepared in accordance with Australian Accounting Standards, Standard Financial Statements prepared in accordance with the Act and Performance Statements prepared in accordance with the Act.

The Statements will be reviewed by the Auditor General's office and an Audit opinion issued. The two Councillors can then sign the statements enabling the Annual Report to be finalised.

A formal advertising process will then take place, with the Statements being adopted at a Special Meeting of Council, to be arranged for late October.

## **Issues**

Nil

## **Consultation**

Not applicable for this report.

## **Options**

Council may choose to appoint any two Councillors to sign the Statements, however, it is preferable that the appointed Councillors are able to attend Council offices at short notice.

## **Conclusion**

Not applicable.

## **Attachments**

Nil.

## **SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION**

### **C.13.11 SIGN & SEAL REPORT**

**Source:** Procedural  
**Department:** Infrastructure

#### **Summary**

The following documents and agreements have been signed and sealed by the Councillors and the Chief Executive Officer on the respective dates. Those actions require the ratification of the Council.

#### **Recommendation**

**That Council ratify the actions of signing and sealing the documents under delegation as scheduled.**

#### **Policy Implications**

Nil

#### **Financial and Resource Implications**

Nil

#### **Triple Bottom Line Impact**

Not applicable

#### **Background**

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.



**DECISIONS WHICH NEED ACTION/RATIFICATION**

16 July 2013

**Issues**

The following documents were signed and sealed since the last Council meeting:

No.	Document Type	Document Description	Date signed/sealed
522	Instrument of Delegation to the Alan Garden Netball Centre Special Committee	Between Swan Hill Rural City Council and Delegates to the Special Committee known as the "Alan Garden Netball Centre Special Committee".	21/06/2013
523	Occupancy Lease	Between Swan Hill Rural City Council and Loddon Mallee Preschool Association – Swan Hill North Preschool	21/06/2013
524	Section 173 Agreement – PP2013/15 Three lot boundary realignment – 21 Milky Road, Swan Hill	Between Swan Hill Rural City Council and R.Dow (first owner) and R.Dow & J.E.Dow (second owner)	08/07/2013
525	Tower Hill Stage 7 – Transfer of Lot 263	Between Swan Hill Rural City Council and A.G.Cadd and A.L.Cadd	09/07/2013

**Consultation**

Not Applicable

**Options**

Not Applicable

**Conclusion**

Council authorise the signing and sealing of the above documents.

**Attachments**

Nil.

### **C.13.12 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS**

**Source:** Procedural  
**Department:** Chief Executive

#### **Summary**

The Local Government Act 1989 requires that the details of Councillor Assemblies be reported to Council meetings on a monthly basis.

#### **Council Plan Strategy Addressed**

*Councillor and Staff accountability* - Council will represent the interests of our community and will conduct its affairs openly and with integrity, reflecting high levels of good governance.

#### **Recommendation**

**That Council note the contents of the report.**

#### **Policy Implications**

Council must comply with the requirements of the Local Government Act 1989.

#### **Financial and Resource Implications**

Nil

#### **Triple Bottom Line Impact**

Nil

#### **Background**

The State Government has amended the Local Government Act 1989 which requires Council to report on Councillor Assemblies.

Whilst Minutes do not have to be recorded, Agenda items and those in attendance must be, and a report presented to Council.

An assembly of Councillors is defined as a meeting that is planned or scheduled at which at least half of the Council and one Officer are in attendance, and where the

matters being considered that are intended or likely to be the subject of a Council decision.

No formal decisions can be made at an assembly but rather direction can be given that is likely to lead to a formal decision of Council.

Details of the most recent assemblies of Council are attached.

**Issues**

Nil

**Consultation**

Nil

**Options**

Council must comply with the legislation.

**Conclusion**

In accordance with the legislation details of the assemblies as required are attached.

**Attachments**

1 COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA**  
**2 July, 2013 at 1.00pm**  
**TOWN HALL (COUNCIL CHAMBERS), SWAN HILL**

**AGENDA ITEMS**

- Regional Development Australia Fund (RDAF)
- Robinvale Harness Racing Club Electrical Upgrade and Robinvale Rowing Club Building
- Lake Boga's Walking Track
- Property Purchase Robinvale
- iPad Training
- Councillor Only Session

**ADDITIONAL ITEMS DISCUSSED**

- -

**ATTENDANCE**

Councillors

- Councillor Les McPhee
- Councillor Greg Cruickshank
- Councillor Jessie Kiley
- Councillor John Katis
- Councillor Gary Norton
- Councillor Jim Crowe
- Councillor Michael Adamson

Apologies

- Nil

Officers

- Dean Miller, Chief Executive Officer
- David Lenton, Director Corporate Services
- Bruce Myers, Director Community & Cultural Services
- Roger Lambert, Assets Manager
- Dione Thompson, Building and Properties Coordinator
- Ken Symons, Commercial Services Manager
- Monica Austerberry, IT Business and Support Officer
- Vige Satkunarajah, Acting Director Development and Planning
- Steve Mathews, Community Facilitation Officer

Other

- Nil.

**CONFLICT OF INTEREST**

Nil

**COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA**  
**9 July, 2013 at 1.00pm**  
**TOWN HALL (COUNCIL CHAMBERS), SWAN HILL**

**AGENDA ITEMS**

- Campervan and Motorhome Club Australia
- Kilter "Bus Trip to Lake Boga"
- Protected Disclosure Policy
- Councillor Only Session

**ADDITIONAL ITEMS DISCUSSED**

- -

**ATTENDANCE**

Councillors

- Councillor Greg Cruickshank
- Councillor Jessie Kiley
- Councillor Gary Norton
- Councillor Jim Crowe
- Councillor Les McPhee
- Councillor Michael Adamson
- Councillor John Katis

Apologies

- Nil

Officers

- Dean Miller, Chief Executive Officer
- Bruce Myers, Director Community & Cultural Services
- David Lenton, Director Corporate Services
- Anthony Duffin, Information Coordinator
- Steve Mathews, Community Facilitation Officer
- Vige Satkunarajah, Acting Director Development and Planning

Other

- Nil

**CONFLICT OF INTEREST**

Nil

**SECTION D – NOTICES OF MOTION**

## **SECTION E – IN CAMERA ITEMS**

### **B.13.84 IN CAMERA CONSIDERATION OF CONFIDENTIAL REPORTS**

**Source:** Procedural  
**Department:** Corporate Services  
**File Number:** 79-08-00

#### **Summary**

Council needs to close the meeting to the public while the next items are considered because the items relate to confidential matters.

#### **Council Plan Strategy Addressed**

*Not applicable.*

#### **Recommendation**

**That Council close the meeting to the public on the grounds that the matters to be considered are confidential.**

**SECTION F – URGENT ITEMS NOT INCLUDED IN AGENDA**

**SECTION G – TO CONSIDER & ORDER ON COUNCILLOR REPORTS**