



Mildura Rural City Council

AGENDA

Ordinary Meeting of Council

5:30pm Thursday 23 November 2023

VENUE:

**Committee & Council Room
76 Deakin Ave, Mildura**

NEXT ORDINARY MEETING OF COUNCIL

5:30pm Thursday 21 December 2023

Copies of Mildura Rural City Council's Agendas & Minutes
can be obtained online at www.mildura.vic.gov.au

Prayer

Almighty God,

We who are gathered together in Council,
pledge ourselves to work in harmony for
the welfare and development of our Rural City.

Guide us, we pray, in our deliberations,
help us to be fair in our judgement and
wise in our actions,
so that prosperity and happiness
shall be the lot of our people.

Amen.

Acknowledgement of Country

“Mildura Rural City Council would like to acknowledge the Traditional Owners and Custodians of the land, which now comprises the Mildura Rural City municipality. We pay our respects to Elders past and present and celebrate and respect their continuing cultures and acknowledge the memories of their ancestors”.

Note to Councillors

Declaration of Interest

Councillors should note that in accordance with section 130 of the *Local Government Act 2020*, there is an obligation to declare a conflict of interest in a matter before Council.

A conflict of interest can be *general* or *material* in nature.

A Councillor has a *general conflict of interest* if an impartial, fair-minded person would consider that the Councillor's private interests could result in that Councillor acting in a manner that is contrary to their public duty.

- Private interests means any direct or indirect interest of a Councillor that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief.
- Public duty means the responsibilities and obligations that a Councillor has to members of the public in their role as an elected representative.

A Councillor has a *material conflict of interest* if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

The benefit may arise or the loss incurred –

- (a) directly or indirectly; or
- (b) in a pecuniary or non-pecuniary form.

An *Affected Person* includes:

- (a) the relevant person;
- (b) a family member of the relevant person;
- (c) a body corporate of which the relevant person or their spouse or domestic partner is a Director or a member of the governing body;
- (d) an employer of the relevant person, unless the employer is a public body;
- (e) a business partner of the relevant person;
- (f) a person for whom the relevant person is a consultant, contractor or agent;
- (g) a beneficiary under a trust or an object of a discretionary trust of which the relevant person is a trustee;
- (h) a person from whom the relevant person has received a disclosable gift.

Disclosure of Conflict of Interest

A Councillor must make full disclosure of a conflict of interest by advising the type and nature of the interest immediately before the matter is considered at the meeting. Following the disclosure and prior to the matter being considered or any vote taken, the Councillor with the conflict of interest must leave the room and notify the Chairperson that he or she is doing so.

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MARTIN HAWSON

CHIEF EXECUTIVE OFFICER

1 PRAYER AND ACKNOWLEDGEMENT OF COUNTRY

2 OPENING AND WELCOME

3 PRESENT

4 APOLOGIES AND ABSENCES

5 DISCLOSURE OF CONFLICT OF INTEREST

6 CONFIRMATION OF MINUTES

Ordinary Meeting of Council held on 26 October 2023

That Council confirm the minutes of the Ordinary Meeting of Council of 26 October 2023 as a correct record

Confidential Meeting of Council held on 26 October 2023

That Council confirm the minutes of the Confidential Meeting of Council of 26 October 2023 as a correct record

Annual Meeting of Council held on 2 November 2023

That Council confirm the minutes of the Annual Meeting of Council of 2 November 2023 as a correct record

Special Meeting of Council held on 9 November 2023

That Council confirm the minutes of the Special Meeting of Council of 9 November 2023 as a correct record

Special Confidential Meeting of Council held on 9 November 2023

That Council confirm the minutes of the Special Confidential Meeting of Council of 9 November 2023 as a correct record

7 CONFIRMATION OF COUNCIL AUSPICED MEETINGS

In accordance with Part 21 of Council's Governance Rules, records of Council Auspiced Meetings must be reported to the next Ordinary Meeting of Council and confirmed in the minutes.

A Council Auspiced Meeting is defined in the Governance Rules as a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present; or
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

The record is therefore presented for Council's noting.

Recommendation

That Council note the following records of Council Auspiced Meetings:

- **Councillor Briefing with presenter Cameron Sutton, CEO Murray Regional Tourism – 18 October 2023**
- **Council Forum – 9 November 2023**

RECORD OF COUNCIL AUSPICED MEETINGS

| Meeting Details | Councillor Attendees | Other Attendees | Matters Discussed | Conflict of Interest Disclosures |
|--|---|---|---|----------------------------------|
| Councillor Briefing with presenter Cameron Sutton, CEO Murray Regional Tourism – 18 October 2023 | Cr Liam Wood Cr Helen Healy Cr Glenn Milne Cr Mark Eckel | Martin Hawson, Chief Executive Officer Kate Henschke, General Manager Corporate Performance Cameron Sutton, Murray Regional Tourism Peter Alexander, Mildura Regional Development | <ol style="list-style-type: none"> 1. Murray Regional Tourism MoU 2. VEP value proposition | Nil |
| Council Forum – 9 November 2023 | Cr Liam Wood Cr Mark Eckel Cr Ian Arney (virtual) Cr Troy Bailey Cr Stefano De Pieri Cr Helen Healy Cr Glenn Milne Cr Jason Modica | Mark Jenkins, Acting Chief Executive Officer Daryl Morgan, General Manager infrastructure & Assets Cheree Jukes, Acting General Manager Healthy Communities Kate Henschke, General Manager Corporate Performance Peter Alexander, General Manager Strategy & Growth Larni Baird, Manager Governance Ben Piscioneri, Acting Manager Communications | <ol style="list-style-type: none"> 1. Financial Literacy Workshop 2. Gender Equality: Free from Family Violence Project 3. Kerbside Bin Services Policy CP055 4. External Private Works Policy CP100 5. Mildura Regional Motorsport Strategy 2024-2028 – Final Draft 6. Planning & Housing Reforms 7. Asset Acquisition Considerations 8. Monthly Management Report | Nil |

8 NOTIFICATION OF ABSENCE

9 MAYORAL REPORT

9.1 MAYORAL REPORT OCTOBER 2023

File Number: 02/01/06

1. Summary

The following is an update on the activities and functions attended by the Mayor, Liam Wood during the month of October 2023.

2. Recommendation

That Council note the contents of this report.

3. Comments

- River 1467 Weekly radio interviews
- Mayor and CEO weekly catch-ups including media and communications
- Mattman weekly radio interviews
- Hands Up Mallee Collaborative Governance
- Murray River Group of Councils Mayor's meeting
- Murray Darling Basin Authority 'Listening Tour' in Ouyen
- Mildura Rural City Council Youth Awards Ceremony & Dinner
- Mildura Roller Derby Junior Border Event
- Official Opening Mildura Lawn Tennis Club Summer Season
- Mildura Base Public Hospital Foundation Black Tie Gala Ball
- Mildura Airport Airshow media opportunity
- Mildura Regional Development CEO
- Infrastructure & Assets Portfolio Meeting
- Flood Event in Victoria Panel Inquiry
- Asia Pacific Cities Summit & Mayor's Forum Brisbane
- Carer's Afternoon Tea and thank you
- Alliance Inception meeting
- Mallee Accommodation and Support Program CEO & Chair
- Ngiwa Yarna committee meeting
- Murray Regional Tourism briefing
- Regional Cities Victoria
- Official Opening of the 2023 Mildura Show
- Mildura Rural City Council Employee Recognition Awards & Years of Service Presentation
- Victorian Local Government Grants Commission
- Community Conversation and BBQ Nichols Point
- Mildura Airport Pty Ltd Annual General Meeting
- Ordinary Council Meeting
- Mildura Regional Development Annual General Meeting
- Hands Up Mallee Cultural Learning
- Book Launch "The Shadow that Follows" by Conor Pall
- Presentation of Annual Reports from Mildura City Heart, Mildura Regional Development and Mildura Airport Pty Ltd

10 COUNCILLOR REPORTS

10.1 COUNCILLOR REPORTS - OCTOBER 2023

File Number: 02/01/06

1. Summary

The following is a report on the activities and functions attended by Councillors during the month of October 2023.

2. Recommendation

That Council note the contents of this report.

3. Comments

Cr Ian Arney

- Refer to table

Cr Stefano De Pieri

- Refer to table

Cr Troy Bailey

- Refer to table

Cr Mark Eckel

- Planning matter Ontario Avenue
- Chaffey Trail Meeting
- Mallee Sexual Assault and Mallee Domestic Violence Governance Workshop & Dinner
- AMES Australia Multicultural Cup Soccer Tournament opening and Medal Presentation
- 30th Anniversary celebrations for the Langtree Hall
- Irymple Progress Association
- Mildura South Sporting Precinct indoor seating media opportunity
- Meeting with MAC Manager
- Meeting with National Caravan representatives & Chaffey Trail Executive
- Tour of the Powerhouse and Mildura Sporting Precinct with National Caravan representatives
- Chaffey Trail, Powerhouse and Christie Centre meeting
- Launch of the 2023 Goanna Run

Cr Helen Healy

- Workspace 3496 Exhibition
- Powerhouse Projection – 16 Days of Messaging
- Sunraysia Multicultural Response Group Showcase
- Farmers for Climate Action – ;On farm Renewables Roadshow'
- Seniors Festival Concert Welcome
- Meeting with new Gender in Sport Project Delivery Officer t
- Meeting with new Food Next Door Farm Manager
- WomanCan meeting
- Sunraysia India Association Festival of Lights
- Mildura West Primary School Year Six interview
- Governance Performance Risk & Audit Portfolio meeting
- Hands Up Mallee ChangeFest
- Meeting with Merbein Historical Society & Merbein Art Group
- Community Grants Portfolio briefing
- CBD Steering Committee
- Ngiwa Yarna meeting and Powerhouse Tour
- Arts Culture & Heritage and Community Development & Gender Equity Portfolio meeting
- Mildura Arts & Culture Advisory Committee
- MAC Exhibition Opening – Nexus 30 x 30
- Interview with Sunraysia Daily
- Patchewollock Music Festival
- White Ribbon radio recording
- Gendering in a new Era in Regional Sports Community leadership Group
- Kiilalaana Foundation Indigenous Business incubator
- Ouyen District History & Genealogy Centre Annual General Meeting

Cr Glenn Milne

- Triple M Radio Interviews
- Cardross Spring Fair
- Gambling Awareness Working Group
- Australian Naval Association Dinner

Cr Jason Modica

- Murray Darling Basin Authority "Listening Tour" in Ouyen
- Walpeup Development Committee Annual General Meeting
- Meeting with representatives from U3A
- Lighting the Regions media opportunity
- All Abilities Cricket Carnival
- Mildura Primary School Time Capsule opening
- 1467 River FM interview
- Environment & Sustainability Portfolio meeting

Cr Jodi Reynolds

- Refer to table

This table represents attendances by two or more Councillors at the following functions, as advised by Councillor acceptances for such functions:

| Function Attended | | | | | | | | |
|--|-------|--------|----------|-------|-------|-------|--------|----------|
| | Arney | Bailey | De Pieri | Eckel | Healy | Milne | Modica | Reynolds |
| Official Opening Millewa Silo Art Project | ✓ | | | | ✓ | | | |
| Walk Off the War Within | | | | | ✓ | ✓ | | |
| Council Forum | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Oktoberfest at Werrimull | ✓ | | | | | ✓ | | |
| AMES Australia Multicultural Cup Soccer Tournament | | | | ✓ | ✓ | | | |
| MRCC Employee Recognition Awards & Years of Service Presentation | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Victorian Local Government Grants Commission | | | | ✓ | ✓ | | ✓ | |
| MRCC Youth Awards | | ✓ | | ✓ | ✓ | | | |
| Community Conversation & BBQ Nichols Point | | | | | ✓ | ✓ | ✓ | |
| Ordinary Council Meeting | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | |
| Presentation of Annual Reports – Mildura City Heart, Mildura Regional Development & MAPL | | ✓ | | ✓ | ✓ | | ✓ | |
| Murray Regional Tourism Briefing | | | | ✓ | ✓ | ✓ | | |
| Official opening Mildura Show | | | | ✓ | | ✓ | | |
| Northern Mallee Leaders Vision of the Region Dinner | ✓ | ✓ | | ✓ | ✓ | | ✓ | |
| Carers Afternoon Tea & Thank You | | ✓ | | ✓ | | | | |
| Mildura Regional Development AGM | | | | | ✓ | ✓ | | |

Attachments

There are no attachments for this report.

11 RESPONSES TO COUNCILLOR QUESTIONS

Nil

12 QUESTIONS FROM COUNCILLORS

13 NOTICES OF MOTION

Nil

14 PETITIONS, JOINT LETTERS AND DEPUTATIONS

Nil

15 MANAGEMENT REPORTS

15.1 COUNCILLORS QUARTERLY EXPENSES REPORT 1 JULY 2023 - 30 SEPTEMBER 2023

File Number: 02/01/06
Officer: Chief Executive Officer

1. Summary

In keeping with Council's Council Expenses Policy CP012, Councillor expenses are reported quarterly to an Ordinary Meeting of Council. Accordingly, this report presents Councillors Quarterly expenses for the period 1 July 2023 – 30 September 2023.

2. Recommendation

That Council note the contents of this report, which details Councillors Quarterly Expenses for the period 1 July 2023 – 30 September 2023.

3. Background

This report has been prepared in accordance with the Council Expenses Policy CP012.

4. Consultation Proposed/Undertaken

Councillors have been provided with a summary report on their expenses on a monthly basis.

5. Discussion

Summarised in the document attached are figures for allowances and expenses for the Mayor and Councillors for the period 1 July 2023 – 30 September 2023.

6. Time Frame

The report presents Councillors Quarterly Expenses for the period 1 July 2023 – 30 September 2023.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Leadership

Outcome to be achieved:

- A financially sustainable organisation

8. Asset Management Policy/Plan Alignment

There are no Asset Management implications associated with this report.

9. Implications

Policy

The report aligns with the Council Expenses Policy CP012.

Legal/Statutory

There are no legal/statutory requirements associated with this report.

Financial

Financial costs are in accordance with Council's 2023/2024 Operational Budget.

Environmental

There are no environmental impacts associated with this report.

Social

There are no social impacts associated with this report.

Economic

There are no economic impacts associate with this report.

10. Risk Assessment

By adopting the recommendation, Council will not be exposed to any significant risk.

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

- 1 [↓](#) Councillors Quartly Expenses 1 July 2023 - 30 September 2023

Councillor Expenses for the period 1 July 2023 – 30 September 2023

| Councillor | 1. Allowance | 2. Travel & Accommodation | 3. Car Mileage | 4. Information & Communication | 5. Conferences & Training | 6. Catering / Meals | 7. Misc |
|---------------------|--------------|---------------------------|----------------|--------------------------------|---------------------------|---------------------|---------|
| Cr Ian Arney | 7,995.00 | 846.30 | 2,349.36 | 256.35 | 179.66 | 26.72 | 46.36 |
| Cr Troy Bailey | 7,995.00 | | | 51.81 | | | |
| Cr Stefano De Pieri | 7,995.00 | 885.24 | | 51.81 | 178.77 | 51.65 | 46.36 |
| Cr Mark Eckel | 7,995.00 | 729.66 | 408.24 | 248.16 | | 184.88 | 27.27 |
| Cr Helen Healy | 12,831.24 | | | 188.17 | 95.00 | 28.41 | 19.09 |
| Cr Glenn Milne | 7,995.00 | 490.78 | 1,147.68 | 256.35 | | 24.88 | 82.17 |
| Cr Jason Modica | 7,995.00 | 789.16 | 482.40 | 251.81 | 1,623.88 | 24.89 | 27.27 |
| Cr Jodi Reynolds | 7,995.00 | | | 51.81 | | | 19.09 |
| Cr Liam Wood | 25,662.48 | 1,472.75 | | 186.81 | 1,554.99 | 85.29 | 42.27 |

Definition of Expenses

- Mildura Rural City Council is a Category Two Council and must set allowances within range in line with the Local Government Act 2020. An adjustment is made annually and gazetted by the Minister. Allowances must also include amount in lieu of superannuation.
- Travel Costs include cost of flights, taxis, public transport fees, and accommodation etc associated with undertaking duties of a Councillor
- Car Mileage recognises the private vehicles costs associated with Councillors travelling and fulfilling Council duties. Rates are set at State Public Service levels.
- Communication expenses include costs associated with provision of equipment, phone reimbursements and monthly telecommunications charges are set to a maximum \$75 per month.
- These include registration fees, educational / training costs and meeting expenses
- Catering costs associated with undertaking responsibilities of Councillor including meal reimbursements,
- Includes career expenses, printing, and other expenditure / reimbursements associated with responsibilities in performing Councillor role

15.2 COUNCILLOR REPRESENTATION ON PORTFOLIOS

File Number: 02/01/06
Officer: General Manager Corporate Performance

1. Summary

The purpose of this report is to allocate portfolios to Councillors in accordance with the Council’s Portfolio Policy.

2. Recommendation

That Council appoint the following Councillors to the Portfolios as listed:

| Portfolio | Primary | Secondary |
|---|---------------------|---------------------|
| Community Development and Gender Equity | Cr Helen Healy | Cr Mark Eckel |
| Community Health, Wellbeing & Recreation | Cr Troy Bailey | Cr Ian Arney |
| Arts, Culture & Heritage | Cr Helen Healy | Cr Stefano De Pieri |
| Tourism and Events | Cr Mark Eckel | Cr Liam Wood |
| Environment & Sustainability | Cr Jason Modica | Cr Jodi Reynolds |
| Infrastructure and Assets | Cr Glenn Milne | Cr Liam Wood |
| Economic Development | Cr Stefano De Pieri | Cr Glenn Milne |
| Agriculture & Agri Business | Cr Ian Arney | Cr Jason Modica |
| Risk and Audit | Mayor | Deputy Mayor |
| Governance, Finance and Corporate Performance | Mayor | Deputy Mayor |

3. Background

Councillor Portfolios are developed to allow Councillors to develop a comprehensive understanding of particular areas of Council.

This does not diminish Councillors’ responsibilities to the whole of the community, nor does it mean that Councillors can abrogate their responsibilities as part of the decision-making process. However, it allows Councillors to focus on strategic matters relating to specific areas of Council.

In alignment with the recent organisational restructure there have been minor amendments made to the portfolios, in particular the Governance, Finance and Corporate Performance portfolio, Tourism & Events portfolio, and Community Health, Wellbeing & Recreation portfolio, this promotes better functionality and reporting lines.

4. Consultation Proposed/Undertaken

Consultation has been undertaken to determine representation on Portfolios.

5. Discussion

Portfolio areas are aligned with the Council Plan 2021-2025.

6. Time Frame

The allocation of portfolios will be in place until a new Community and Council Plan is adopted.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Leadership

Outcome to be achieved:

- Effective governance to deliver results in line with community expectations

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications

Policy

This report aligns with the Councillor Portfolio Policy.

Legal/Statutory

There are no legal or statutory implications associated with this report.

Financial

There are no financial implications associated with this report.

Environmental

There are no environmental implications associated with this report.

Social

There are no social implications associated with this report.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

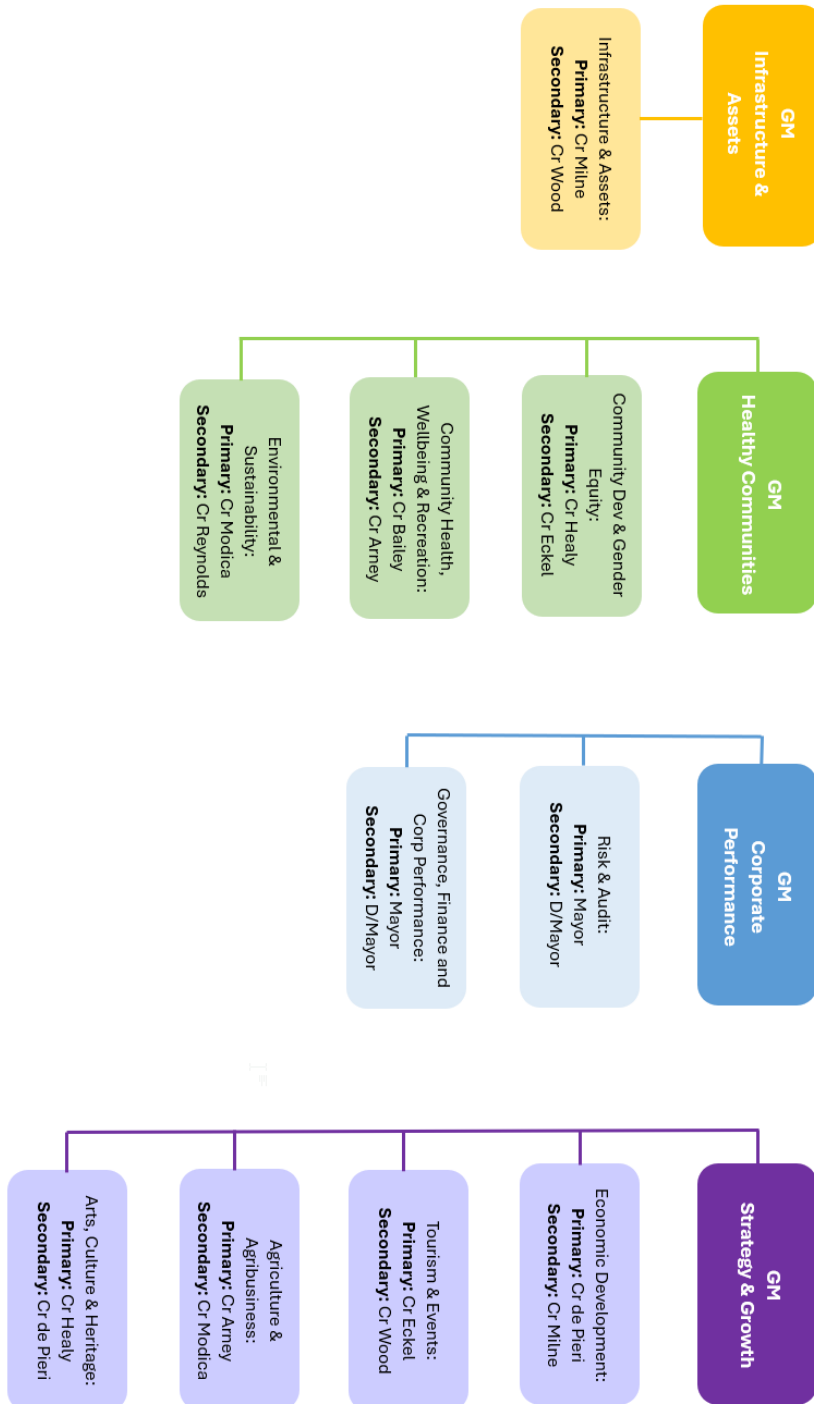
By adopting the recommendation, Council will not be exposed to any significant risk.

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

1 [↓](#) Councillor Portfolios - November 2023



| General Manager Infrastructure and Assets | | |
|--|--|---|
| Portfolio | Community & Council Plan Goals | Functions |
| Infrastructure and Assets Primary: Cr Glenn Miline Secondary: Cr Liam Wood | <ul style="list-style-type: none"> • Well-maintained road networks • Well-maintained footpath networks • Effective and well-maintained drainage systems • Well-planned and maintained buildings and facilities • Safe, sustainable, and healthy urban environments • Clean, attractive, and sustainable parks, gardens, streetscapes, reserves, and wetlands | <ul style="list-style-type: none"> • Asset Management • Roads • Drainage • Buildings • Capital Works • Stormwater Quality • Road Safety • Parks |

| General Manager Healthy Communities | | |
|---|--|--|
| Portfolio | Community & Council Plan Goals | Functions |
| <p>Community Development and Gender Equity</p> <p>Primary: Cr Helen Healy Secondary: Cr Mark Eckel</p> | <ul style="list-style-type: none"> • People feel safe • People are safe. • Improved accessibility to facilities, services, and activities • Improved level of inclusion and active participation in the community • Improved access to educational opportunities • A well-developed long-term land use vision | <ul style="list-style-type: none"> • Community Access and Inclusion • Community Plans • Social Inclusion • Reconciliation • Cultural diversity |
| <p>Community Health, Wellbeing & Recreation</p> <p>Primary: Cr Troy Bailey Secondary: Cr Ian Arrey</p> | <ul style="list-style-type: none"> • High levels of community health and wellbeing • Young children have opportunities for the best start in life • Youth are supported to reach their full potential • Older people have access to quality services • People with a disability have access to quality services • Increased participation in sport and recreation activities • Increased access to a diverse range of quality sporting and recreation facilities and programs | <ul style="list-style-type: none"> • Healthy Communities • Community Services • Public Health • Recreation Development • Sporting Facilities Development |
| <p>Environment and Sustainability</p> <p>Primary: Cr Jason Modica Secondary: Cr Jodi Reynolds</p> | <ul style="list-style-type: none"> • A healthy and sustainable environment • Conserve natural resources • Pest plants and pest animals are managed effectively • A well-educated community in regard to environmental sustainability • Effective and sustainable waste management services • A clean and litter free municipality | <ul style="list-style-type: none"> • Energy Conservation • Eco Living Centre • Solar • Water • Agriculture • Vegetation Management • Waste Management • Litter |

| General Manager Corporate Performance | | |
|--|---|---|
| Portfolio | Community & Council Plan Goals | Functions |
| <p>Risk and Audit</p> | <ul style="list-style-type: none"> • Deliver results in line with community expectations • Effectively respond to the interests of our community • A high performing organisation • Financial sustainability • Meet the community's needs in a financially responsible manner • Effectively manage risk | <ul style="list-style-type: none"> • Financial Sustainability • Internal Audit • Audit & Risk Committee |
| <p>General Manager Corporate Performance</p> <p>Primary: Mayor</p> <p>Secondary: Deputy Mayor</p> | <ul style="list-style-type: none"> • Deliver results in line with community expectations • Effectively respond to the interests of our community • Elected members engage effectively with the community • A high performing organisation • A community well-prepared for emergencies • Financial sustainability • Meet the community's needs in a financially responsible manner • Effectively manage risk | <ul style="list-style-type: none"> • Corporate Planning • Emergency Management • Financial Sustainability • Sister Cities |
| <p>General Manager Corporate Performance</p> <p>Primary: Mayor</p> <p>Secondary: Deputy Mayor</p> | <ul style="list-style-type: none"> • Deliver results in line with community expectations • Effectively respond to the interests of our community • Elected members engage effectively with the community • A high performing organisation • A community well-prepared for emergencies • Financial sustainability • Meet the community's needs in a financially responsible manner • Effectively manage risk | <ul style="list-style-type: none"> • Corporate Planning • Emergency Management • Financial Sustainability • Sister Cities |

| General Manager Strategy & Growth | | |
|--|--|--|
| Portfolio | Community & Council Plan Goals | Functions |
| <p>Economic Development</p> <p>Primary: Cr Stefano de Pieri Secondary: Cr Glenn Milne</p> | <ul style="list-style-type: none"> • A vibrant, diverse, innovative, and sustainable economy • Investment attraction and job creation • Connectivity to the global marketplace • Accessible information, internet, and telecommunications services | <ul style="list-style-type: none"> • Economic Development • Tourism • Mildura Airport Pty Ltd • Mildura Regional Development • Mildura City Heart |
| <p>Events and Tourism</p> <p>Primary: Cr Mark Eckel Secondary: Cr Liam Wood</p> | <ul style="list-style-type: none"> • Support quality tourism services and experiences • Support quality and diverse community events • Develop and support major events and conferences to attract visitors • Mildura's riverfront is activated and integrated with the city | <ul style="list-style-type: none"> • Events Development • Facility development |
| <p>Agriculture and Agri Business</p> <p>Primary: Cr Ian Arney Secondary: Cr Jason Modica</p> | <ul style="list-style-type: none"> • Support the sustainability of our region's agriculture and horticulture • Work with Government and partners to address skill and workforce shortages | <ul style="list-style-type: none"> • Economic Development • Tourism • Agriculture |
| <p>Arts, Culture & Heritage</p> <p>Primary: Cr Helen Healy Secondary: Cr Stefano de Pieri</p> | <ul style="list-style-type: none"> • Increased access to a diverse range of arts and cultural experiences • A community that values and embraces its history and diverse cultural heritage • The significance of our region's Indigenous culture is recognised through arts and cultural experiences • Access to a diverse range of library services and programs • Well-protected and enhanced local character and heritage assets | <ul style="list-style-type: none"> • Arts Centre • Arts Programs • Libraries • Heritage |

15.3 2024 PLANNING DELEGATED COMMITTEE AND COUNCIL MEETING SCHEDULE

File Number: 02/01/06
Officer: General Manager Corporate Performance

1. Summary

The purpose of this report is to set the Planning Delegated Committee and Council Meeting dates for the 2024 calendar year.

2. Recommendation

That Council:

- (i) adopt the following schedule of dates for Planning Delegated Committee Meetings during 2024:

| Month | Date | Meeting Type | Meeting Time |
|-----------|-------------------|------------------------------|--------------|
| January | 18 January 2024 | Planning Delegated Committee | 5:30pm |
| February | 8 February 2024 | Planning Delegated Committee | 5:30pm |
| March | 14 March 2024 | Planning Delegated Committee | 5:30pm |
| April | 11 April 2024 | Planning Delegated Committee | 5:30pm |
| May | 9 May 2024 | Planning Delegated Committee | 5:30pm |
| June | 13 June 2024 | Planning Delegated Committee | 5:30pm |
| July | 11 July 2024 | Planning Delegated Committee | 5:30pm |
| August | 8 August 2024 | Planning Delegated Committee | 5:30pm |
| September | 12 September 2024 | Planning Delegated Committee | 5:30pm |
| October | 10 October 2024 | Planning Delegated Committee | 5:30pm |
| November | 14 November 2024 | Planning Delegated Committee | 5:30pm |
| December | 5 December 2024 | Planning Delegated Committee | 5:30pm |

- (ii) adopt the following schedule of dates for Council Meetings during 2024:

| Month | Date | Meeting Type | Meeting Time |
|-----------|-------------------|-----------------|--------------|
| January | 25 January 2024 | Council Meeting | 5:30pm |
| February | 22 February 2024 | Council Meeting | 5:30pm |
| March | 28 March 2024 | Council Meeting | 5:30pm |
| April | 24 April 2024 | Council Meeting | 5:30pm |
| May | 23 May 2024 | Council Meeting | 5:30pm |
| June | 27 June 2024 | Council Meeting | 5:30pm |
| July | 25 July 2024 | Council Meeting | 5:30pm |
| August | 22 August 2024 | Council Meeting | 5:30pm |
| September | 26 September 2024 | Council Meeting | 5:30pm |
| October | 24 October 2024 | Council Meeting | 5:30pm |
| November | 28 November 2024 | Council Meeting | 5:30pm |
| December | 19 December 2024 | Council Meeting | 5:30pm |

(iii) note the ability for Councillors to attend meetings virtually (if required) in accordance with Part 1, Rule 17 of the Governance Rules.

3. Background

At the Ordinary Meeting of Council on 27 October 2021, Council resolved to form a Planning Delegated Committee. This report recommends to set the meeting dates for the Committee to be the second Thursday of each month (following a Council Forum).

In accordance with Chapter 4, Part 3 of Council's Governance Rules, Council must fix the date, time and place of all Council Meetings and any Delegated Committee Meetings for the following calendar year, at or before the last Council Meeting each calendar year.

4. Consultation Proposed/Undertaken

Following formalisation of these dates, these schedules will be disseminated to Executive Assistants, who also will distribute them appropriately within their branches.

5. Discussion

The schedule takes into account Ordinary Meetings of Council and Planning Delegated Committee Meetings. Once adopted, the date, time and venue will be advertised throughout the municipality. This is achieved by publishing the information in local media outlets and as a public notice on the website.

Unscheduled (Special) Meetings of Council or of the Planning Delegated Committee may be called from time to time, if required. Details relating to Special Meetings of Council or of the Planning Delegated Committee will also be published in local media outlets where possible, and as a public notice on the website.

All meetings will be held in the Deakin Avenue Council and Committee rooms unless otherwise advertised.

The meeting schedule is consistent with holding a Planning Delegated Committee Meeting on the second Thursday of each month and a Council Meeting on the fourth Thursday of each month. This is with the exception of the January Planning Delegated Committee Meeting and December Council Meeting.

The January Planning Delegated Committee Meeting, if required, has been extended to the third Thursday of the month to allow for meeting preparation following Council closures over the Christmas period.

Also, the schedule reflects the December Council Meeting being scheduled for the third Thursday of the month, due to the fourth Thursday being a Public Holiday (Boxing Day).

6. Time Frame

The meeting schedule is consistent with holding a Planning Delegated Committee Meeting on the second Thursday of each month and a Council Meeting on the fourth Thursday of each month unless a public holiday falls on that day.

The January Planning Delegated Committee Meeting has been extended to the third Thursday of the month to allow for meeting preparation following Council closures over the Christmas Period.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Leadership

Outcomes to be achieved:

- A high performing organisation;
- Effective governance to deliver results in line with community expectations; and
- Advocate on behalf of the community to address needs and priorities.

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications

Policy

The Council Agenda Policy CP018 defines the Council agenda preparation processes that Council works to.

Legal/Statutory

Resolving the Planning Delegated Committee and Council Meeting dates for the 2024 calendar year complies with the stipulations of the Mildura Rural City Council Governance Rules, as required by Section 60 of *the Local Government Act 2020*.

Financial

There are no financial implications associated with this report.

Environmental

There are no environmental implications associated with this report.

Social

There are no social implications associated with this report.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

By adopting the recommendation, Council will not be exposed to any significant risk.

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

1 [↓](#) 2024 Council Meeting Schedule and Deadlines








**MILDURA RURAL CITY COUNCIL
2024 MEETING SCHEDULE**

| January | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| | 7 | 8 | 9 | 10 | 11 | 12 |
| | 14 | 15 | 16 | 17 | 18 | 19 |
| | 21 | 22 | 23 | 24 | 25 | 26 |
| | 28 | 29 | 30 | 31 | | |

| February | | | | | | |
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| | 18 | 19 | 20 | 21 | 22 | 23 |
| | 25 | 26 | 27 | 28 | 29 | |

| March | | | | | | |
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| | 24 | 25 | 26 | 27 | 28 | 29 |
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| April | | | | | | |
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| | 21 | 22 | 23 | 24 | 25 | 26 |
| | 28 | 29 | 30 | | | |

| | |
|---|--|
|  | Council Meeting |
|  | Council Forum & Planning Delegated Committee |
|  | ELT |
|  | SLT |
|  | Planning Forum (tentative dates only) |
|  | Public Holiday |
|  | Annual Council Meeting (tentative date only) |

Meeting Contacts:
 Governance - Council Meeting / Council Forum /
 Planning Delegated Committee
 Executive Services - ELT / SLT
 EA GMS&G - Planning Forum

| May | | | | | | |
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| | 26 | 27 | 28 | 29 | 30 | 31 |

| June | | | | | | |
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| | 30 | | | | | |

| July | | | | | | |
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| | 28 | 29 | 30 | 31 | | |

| August | | | | | | |
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| | 31 | | | | | |

| September | | | | | | |
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| | 22 | 23 | 24 | 25 | 26 | 27 |
| | 29 | 30 | | | | |

| October | | | | | | |
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| November | | | | | | |
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| | 30 | | | | | |

| December | | | | | | |
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| | 15 | 16 | 17 | 18 | 19 | 20 |
| | 22 | 23 | 24 | 25 | 26 | 27 |
| | 29 | 30 | 31 | | | |

| COUNCIL FORUM, PLANNING DELEGATED COMMITTEE & COUNCIL MEETING DEADLINES | | | | | | | |
|---|-----------|-----------------------------|--------------|---|--|---|---------------------------------------|
| Meeting | Month | Meeting Date | Meeting Time | Forum Items FINAL in Forward Agenda by 12:00pm PDC & Council Reports to be FULLY AUTHORISED in Infocouncil by 5:00pm | ELT Review of Draft Forum Schedule / Draft PDC Agenda / Draft Council Agenda | Forum Reports to be FULLY AUTHORISED in Infocouncil by 12:00pm PDC & Council Reports: ELT changes made and reports re-authorised by 5:00pm | Agenda Due for Distribution by 5:00pm |
| Forum | January | Thursday, 18 January 2024 | 12:00pm | Monday, 8 January 2024 | Tuesday, 9 January 2024 | Thursday, 11 January 2024 | Friday, 12 January 2024 |
| PDC | January | Thursday, 18 January 2024 | 5:30pm | Monday, 8 January 2024 | Tuesday, 9 January 2024 | Wednesday, 10 January 2024 | Thursday, 11 January 2024 |
| Council Meeting | January | Thursday, 25 January 2024 | 5:30pm | Monday, 15 January 2024 | Tuesday, 16 January 2024 | Wednesday, 17 January 2024 | Thursday, 18 January 2024 |
| Forum | February | Thursday, 8 February 2024 | 12:00pm | Monday, 29 January 2024 | Tuesday, 30 January 2024 | Thursday, 1 February 2024 | Friday, 2 February 2024 |
| PDC | February | Thursday, 8 February 2024 | 5:30pm | Monday, 29 January 2024 | Tuesday, 30 January 2024 | Wednesday, 31 January 2024 | Thursday, 1 February 2024 |
| Council Meeting | February | Thursday, 22 February 2024 | 5:30pm | Monday, 12 February 2024 | Monday, 13 February 2024 | Wednesday, 14 February 2024 | Thursday, 15 February 2024 |
| Forum | March | Thursday, 14 March 2024 | 12:00pm | Monday, 4 March 2024 | Tuesday, 5 March 2024 | Thursday, 7 March 2024 | Friday, 8 March 2024 |
| PDC | March | Thursday, 14 March 2024 | 5:30pm | Monday, 4 March 2024 | Tuesday, 5 March 2024 | Wednesday, 6 March 2024 | Thursday, 7 March 2024 |
| Council Meeting | March | Thursday, 28 March 2024 | 5:30pm | Monday, 18 March 2024 | Tuesday, 19 March 2024 | Wednesday, 20 March 2024 | Thursday, 21 March 2024 |
| Forum | April | Thursday, 11 April 2024 | 12:00pm | Thursday, 28 March 2024 | Tuesday, 2 April 2024 | Thursday, 4 April 2024 | Friday, 5 April 2024 |
| PDC | April | Thursday, 11 April 2024 | 5:30pm | Thursday, 28 March 2024 | Tuesday, 2 April 2024 | Wednesday, 3 April 2024 | Thursday, 4 April 2024 |
| Council Meeting | April | Wednesday, 24 April 2024 | 5:30pm | Monday, 15 April 2024 | Tuesday, 16 April 2024 | Wednesday, 17 April 2024 | Thursday, 18 April 2024 |
| Forum | May | Thursday, 9 May 2024 | 12:00pm | Monday, 29 April 2024 | Tuesday, 30 April 2024 | Thursday, 2 May 2024 | Friday, 3 May 2024 |
| PDC | May | Thursday, 9 May 2024 | 5:30pm | Monday, 29 April 2024 | Tuesday, 30 April 2024 | Wednesday, 1 May 2024 | Thursday, 2 May 2024 |
| Council Meeting | May | Thursday, 23 May 2024 | 5:30pm | Monday, 13 May 2024 | Tuesday, 14 May 2024 | Wednesday, 15 May 2024 | Thursday, 16 May 2024 |
| Forum | June | Thursday, 13 June 2024 | 12:00pm | Monday, 3 June 2024 | Tuesday, 4 June 2024 | Thursday, 6 June 2024 | Friday, 7 June 2024 |
| PDC | June | Thursday, 13 June 2024 | 5:30pm | Monday, 3 June 2024 | Tuesday, 4 June 2024 | Wednesday, 5 June 2024 | Thursday, 6 June 2024 |
| Council Meeting | June | Thursday, 27 June 2024 | 5:30pm | Monday, 17 June 2024 | Tuesday, 18 June 2024 | Wednesday, 19 June 2024 | Thursday, 20 June 2024 |
| Forum | July | Thursday, 11 July 2024 | 12:00pm | Monday, 1 July 2024 | Tuesday, 2 July 2024 | Thursday, 4 July 2024 | Friday, 5 July 2024 |
| PDC | July | Thursday, 11 July 2024 | 5:30pm | Monday, 1 July 2024 | Tuesday, 2 July 2024 | Monday, 3 June 2024 | Tuesday, 4 June 2024 |
| Council Meeting | July | Thursday, 25 July 2024 | 5:30pm | Monday, 15 July 2024 | Tuesday, 16 July 2024 | Wednesday, 17 July 2024 | Thursday, 18 July 2024 |
| Forum | August | Thursday, 8 August 2024 | 12:00pm | Monday, 29 July 2024 | Tuesday, 30 July 2024 | Thursday, 1 August 2024 | Friday, 2 August 2024 |
| PDC | August | Thursday, 8 August 2024 | 5:30pm | Monday, 29 July 2024 | Tuesday, 30 July 2024 | Wednesday, 31 July 2024 | Thursday, 1 August 2024 |
| Council Meeting | August | Thursday, 22 August 2024 | 5:30pm | Monday, 12 August 2024 | Tuesday, 13 August 2024 | Wednesday, 14 August 2024 | Thursday, 15 August 2024 |
| Forum | September | Thursday, 12 September 2024 | 12:00pm | Monday, 2 September 2024 | Tuesday, 3 September 2024 | Thursday, 5 September 2024 | Friday, 6 September 2024 |
| PDC | September | Thursday, 12 September 2024 | 5:30pm | Monday, 2 September 2024 | Tuesday, 3 September 2024 | Wednesday, 4 September 2024 | Thursday, 5 September 2024 |
| Council Meeting | September | Thursday, 26 September 2024 | 5:30pm | Monday, 16 September 2024 | Tuesday, 17 September 2024 | Wednesday, 18 September 2024 | Thursday, 19 September 2024 |
| Forum | October | Thursday, 10 October 2024 | 12:00pm | Monday, 30 September 2024 | Tuesday, 1 October 2024 | Thursday, 3 October 2024 | Friday, 4 October 2024 |
| PDC | October | Thursday, 10 October 2024 | 5:30pm | Monday, 30 September 2024 | Tuesday, 1 October 2024 | Wednesday, 2 October 2024 | Thursday, 3 October 2024 |
| Council Meeting | October | Thursday, 24 October 2024 | 5:30pm | Monday, 14 October 2024 | Tuesday, 15 October 2024 | Wednesday, 16 October 2024 | Thursday, 17 October 2024 |
| Forum | November | Thursday, 14 November 2024 | 12:00pm | Monday, 4 November 2024 | Monday, 4 November 2024 | Thursday, 7 November 2024 | Friday, 8 November 2024 |
| PDC | November | Thursday, 14 November 2024 | 5:30pm | Monday, 4 November 2024 | Monday, 4 November 2024 | Wednesday, 6 November 2024 | Thursday, 7 November 2024 |
| Council Meeting | November | Thursday, 28 November 2024 | 5:30pm | Monday, 18 November 2024 | Tuesday, 19 November 2024 | Wednesday, 20 November 2024 | Thursday, 21 November 2024 |
| Forum | December | Thursday, 5 December 2024 | 12:00pm | Monday, 25 November 2024 | Tuesday, 26 November 2024 | Thursday, 28 November 2024 | Friday, 29 November 2024 |
| PDC | December | Thursday, 5 December 2024 | 5:30pm | Monday, 25 November 2024 | Tuesday, 26 November 2024 | Wednesday, 27 November 2024 | Thursday, 28 November 2024 |
| Council Meeting | December | Thursday, 19 December 2024 | 5:30pm | Monday, 9 December 2024 | Tuesday, 10 December 2024 | Wednesday, 11 December 2024 | Thursday, 12 December 2024 |

15.4 ADOPTION OF S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION

File Number: 18/02/05
Officer: General Manager Corporate Performance

1. Summary

The *Planning and Environment Act 1987* requires Council to appoint authorised officers by way of a S11A Instrument of Appointment and Authorisation. This report seeks Council's adoption of a new S11A Instrument. This instrument also allows the officer to commence legal proceedings in Council's name.

2. Recommendation

That Council adopt the S11A Instrument of Appointment and Authorisation document as presented for Adrian Symens, Town Planner / Subdivisions Officer.

3. Background

The *Planning and Environment Act 1987* was previously included in the S11 Instrument of Appointment which is delegated from the Chief Executive Officer to staff.

Council's solicitors have advised that these should be an individual instrument adopted by the Council.

4. Consultation Proposed/Undertaken

Consultation has been undertaken with Senior Management in the development of this instrument of delegation.

5. Discussion

Council's solicitor, Maddocks has provided Council with an S11A Instrument of Appointment and Authorisation document which requires Council to appoint officers by resolution, to be an authorised officer under the *Planning and Environment Act 1987* and also to be an authorised officer to commence proceedings in Council's name.

Adoption of the S11A Instrument of Appointment and Authorisation allows Council officers to conduct their normal business in relation to the *Planning and Environment Act 1987* and act in Council's name.

6. Time Frame

If adopted by Council the documents would come into force once the Common Seal is affixed.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Leadership

Outcome to be achieved:

- Effective governance to deliver results in line with community expectations.

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications**Policy**

There are no policy implications associated with this report.

Legal/Statutory

This report aligns with section 313 of the Local Government Act 2020.

Financial

There are no financial implications associated with this report.

Environmental

There are no environmental implications associated with this report.

Social

There are no social implications associated with this report.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

By adopting the recommendation, Council will not be exposed to any significant risk.

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

- 1 [S11A Instrument of Appointment and Authorisation - Adrian Symens - Town Planner / Subdivisions Officer - November 2023](#)

***S11A. Instrument of Appointment and Authorisation
(Planning and Environment Act 1987)***



Mildura Rural City Council

Mildura Rural City Council

**Instrument of Appointment and Authorisation
(*Planning and Environment Act 1987* only)**

for

**ADRIAN SYMENS
TOWN PLANNER / SUBDIVISIONS OFFICER**

NOVEMBER 2023

Instrument of Appointment and Authorisation

In this Instrument "officer" means -

Adrian Symens

By this Instrument of Appointment and Authorisation **Mildura Rural City Council** –

- 1. under section 147(4) of the *Planning and Environment Act 1987* – appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the Regulations made under that Act; and
- 2. under section 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and Regulations described in this Instrument.

It is declared that this Instrument –

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked; and
- (c) until the Officer ceases to be employed by Council.

This Instrument is authorised by a resolution of the Council on 22 June 2023.

THE COMMON SEAL of the **MILDURA RURAL CITY**)

COUNCIL was affixed hereto by authority of the)

Council in the presence of:)

)

..... **COUNCILLOR**

..... **COUNCILLOR**

..... **CHIEF EXECUTIVE OFFICER**

DATE:

S11A – Instrument of Appointment and Authorisation
Planning and Environment Act 1987

15.5 MURRAY REGIONAL TOURISM BOARD MEMBERSHIP

File Number: 16/10/02
Officer: General Manager Healthy Communities

1. Summary

The purpose of this report is to seek Council approval to enter into a three-year Memorandum of Understanding with the Murray Regional Tourism Board.

2. Recommendation

That Council approve to enter into a three-year Memorandum of Understanding with Murray Regional Tourism Board for the period of 2024-2027.

3. Background

Murray Regional Tourism Board (MRTB) was formed in 2010 to establish an overarching organisation to contribute to the development and growth of tourism in the Murray region.

MRTB is a cross-border organisation, owned and funded by the following 13 local partner councils bordering the Murray River:

| New South Wales Local Government Partners | Victorian Local Government Partners |
|--|--|
| Albury | Wodonga |
| Greater Hume | Moira |
| Federation | Campaspe |
| Berrigan | Gannawarra |
| Edward River | Swan Hill |
| Murray River | Mildura |
| Wentworth | |

MRTB is a key conduit between the Murray region, regional tourism bodies and state and federal governments within Australia’s tourism structure (refer diagram 1 below).



Diagram 1: Tourism Structure – Australia

4. Consultation Proposed/Undertaken

Councillors were recently briefed by Murray Regional Tourism’s Chief Executive Officer, Cameron Sutton on the new Visitor Economy Partnerships (VEP) structure and function following a review of Tourism Board by Tourism Victoria. The briefing informed Councillors that the VEP’s are now the key advisor and conduct for Regional Tourism funding, policy and strategy.

5. Discussion

MRTB’s Strategic Pillars

- **Regional Marketing** – Acts as the region’s key link to ‘Visit Victoria’ activities and contributing regional leverage marketing dollars for priorities.
- **Tourism Product Promotion, Development, Distribution** – Leverages domestic and international distribution for regional tourism projects such as Mildura Light State, Cruising the Murray Strategy etc.
- **Leadership & Advocacy** – Ongoing leadership and advocacy on behalf of all partner councils and the region’s key link to industry and government during significant events (i.e floods, Commonwealth Games Cancellation etc.)
- **Industry Development** – Supports the delivery of training programs to regional operators, delivery of tourism forums and provides support for government funded program participation i.e. Business Vic.
- **Governance & Sustainability** – Aims to sustainably grow the region’s visitor economy while ensuring strong governance.

Achievements and Future Priorities

At a recent presentation to Councillors, MRTB noted the following activities and initiatives achieved throughout the 2022-23 financial year:

- Advocated for and succeeded with pivoted spend into marketing for the Murray Region with support from Destination New South Wales, Destination Riverina Murray and Visit Victoria
- Crisis communication and industry support through flood event
- Digital Literacy Project (supported increases to digital ability of business)
- Murray River Adventure Trail - Detailed designs of stages 2 & 3 funded and underway
- Destination Management Plan for “The Murray” developed
- Specific Local Area Plans developed.

MRTB also confirmed several of its key priorities for 2023-24:

- Delivering in stages on the Destination Management Plan
- Brand Victoria Release
- Supporting Partner Council executive teams
- Visitation Recovery Focus
- Strategic Marketing Review
- Murray River Adventure Trail
- Murray Region First Nations Tourism Development
- New three-year Memorandum of Understanding with Stakeholders (transition from Regional Tourism Boards to Visitor Economy Partnerships)

Visitor Economy Partnerships

Following a review of Regional Tourism Boards (RTBs) by Tourism Victoria, RTBs have evolved to Visitor Economy Partnerships (VEPs). VEPs are “*destination management entities that collaborate with the Victorian Government, councils, industry and key stakeholders*” and are:

- The recognised peak official voice of the region;
- Set the vision and manage growth for regional visitor economies, aligning with state goals; and
- Deliver supply and demand activities to support growth.

The new VEP structure aligns to and compliments council’s strategic decision to bring its economic development arm, Mildura Regional Development, back ‘in-house’. This change in structure will enable better alignment of council priorities with regional and state priorities and enable stronger and direct ties to key stakeholder groups.

Value and Economic Benefits

Recent data demonstrates that the Mildura LGA benefited well over \$300,000 in economic value through its MOU with Murray Regional Tourism in 2022-23.

There continues to be significant value in Mildura Rual City Council’s participation on the MRTB including the continuation of a cross-border approach to tourism in the Murray region and the direct economic benefits derived from this approach.

Annual contributions from member councils’ will allow the work being undertaken across Victoria and New South Wales to continue, providing a clear picture of the regional tourism environment going forward.

Partner Council Contributions

Partner Council contributions are based on a flat fee per participating council per annum plus a payment based on domestic visitor nights. Contributions are subject to a 3 per cent increase on the 2021-2024 Funding Agreement, and a 3 per cent increase each Funding Year over the length of the Agreement.

Mildura Rural City Council’s total contribution over the length of the three-year agreement is \$215,277 (gst exclusive):

| Financial Year | Contribution | Payment Date |
|------------------|------------------|------------------|
| Year 1 – 2024-25 | \$69,649 | 1 September 2024 |
| Year 2 – 2025-26 | \$71,738 | 1 September 2025 |
| Year 3 – 2026-27 | \$73,890 | 1 September 2026 |
| Total | \$215,277 | |

6. Time Frame

Re-signing of Memorandum of Understanding to be completed by 31 December 2023.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Economy

Outcomes to be achieved:

- A valued and vibrant tourism industry and recognised visitor destination
- An agile economy underpinned by innovation and industry diversity that attracts investment.

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications

Policy

There are no policy implications associated with this report.

Legal/Statutory

There are no legal/statutory implications associated with this report.

Financial

If endorsed by Council, payment of Mildura Rural City Council’s contribution will be made on an annual basis over three years as outlined above commencing 1 September 2024. This contribution will form part of council’s annual budget considerations.

Environmental

There are no environmental implications associated with this report.

Social

There are no social implications associated with this report.

Economic

Membership of Murray River Tourism provides collaborative benefits to the Council and broader region, supporting the implementation of the Community and Council Plan in the Strategic Direction relating to economy, tourism and visitor destination.

Given the recent changes to council's structure with the formation of a Strategy & Growth department, MRT will play a key role in integrating our local marketing initiatives to the broader audience and use MRT to attract funding for tourism related activities.

10. Risk Assessment

By adopting the recommendation, Council will not be exposed to any significant risk.

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

There are no attachments for this report.

15.6 CITIZENSHIP CEREMONIES

File Number: 19/01/08
Officer: General Manager Healthy Communities

1. Summary

The purpose of this report is to inform Council of the recommendation from the Ngiwa Yarna Committee to include greater acknowledgement of Aboriginal and Torres Strait Islander culture within the annual program of Citizenship Ceremonies, and to hold the upcoming Citizenship Ceremony on 25 January 2024.

2. Recommendation

That Council:

- (i) note the recommendation from the Ngiwa Yarna Committee that Mildura Rural City Council hold the upcoming 2024 Australia Day Citizenship Ceremony on an alternate day either side of 26 January with greater acknowledgement of Aboriginal and Torres Strait Islander Culture; and**
- (ii) approve to hold the upcoming Citizenship Ceremony on 25 January 2024.**

3. Background

Citizenship Ceremonies are conducted by local councils under the *Australian Citizenship Act 2007* and must comply with the Australian Citizenship Ceremonies Code.

Mildura Rural City Council typically hosts six Citizenship Ceremonies a year, however this can increase when there is higher demand. In 2022 ten ceremonies were held with 298 new citizens conferred. This year six ceremonies have already been held with 126 citizens conferred with a further two ceremonies scheduled for 50 conferees.

In accordance with the code, councils set the ceremony dates at regular intervals throughout the year so that the Department of Home affairs can allocate conferees across these dates.

Council has traditionally scheduled one Citizenship Ceremony to occur on 26 January. An alternate date to 26 January is permissible under the Code which states: "*Councils must hold a ceremony on Australia Day, or the three days prior or the three days after Australia Day.*"

Council's Ngiwa Yarna Committee provides advice on Aboriginal affairs, and recommendations to Council about policies, strategies and issues that impact local Aboriginal and Torres Strait Islander communities.

4. Consultation Proposed/Undertaken

Over the last few years, the Ngiwa Yarna Committee have had informal discussions about Citizenship Ceremonies including the ceremony on 26 January.

The focus of these discussions has been to identify opportunities to increase cultural awareness, understanding and connection with our local Aboriginal people and culture for our new citizens through Citizenship Ceremonies; however, many Aboriginal and Torres Strait Islander community members could not participate in a ceremony on 26 January due to its significance as a day of mourning.

At the 18 October 2023 Ngiwa Yarna Committee meeting, the members respectfully and thoroughly discussed the issue again and a recommendation was endorsed by a quorum as follows:

“That Mildura Rural City Council hold the upcoming 2024 Australia Day Citizenship Ceremony on an alternate day either side of 26 January with greater acknowledgement of Aboriginal and Torres Strait Islander Culture.”

5. Discussion

Mildura municipality is home to significant and diverse first nations communities, and many multicultural communities – including individuals and families undergoing the process of becoming Australia citizens.

The Ngiwa Yarna Committee have identified an opportunity to increase awareness, understanding and respect for Aboriginal and Torres Strait Islander cultures for our newest citizens through our Citizenship Ceremonies by increasing the cultural content and including the presence and participation of our local elders in these events.

The Ngiwa Yarna Committee respectfully acknowledges the differences of opinions regarding Australia Day and 26 January events both within the Aboriginal and wider community. While many Aboriginal and Torres Strait Islander people are happy to celebrate Australia Day on this date as a gesture of reconciliation, for others it is a reminder of a painful history and the loss of indigenous culture.

The recommendation to hold the Australia Day Citizenship Ceremony on a date either side of 26 January is made with the intent to enable all of community to come together to welcome our newest citizens. There is an opportunity to hold the upcoming ceremony on Thursday 25 January, coinciding with the Council meeting on this date and enabling all Councillors to attend.

The vision for this event and for future Citizenship Ceremonies is one where the region’s ancient Aboriginal and Torres Strait Islander culture and history is honoured, our diverse communities and cultures are celebrated, and our newest citizens are welcomed in a citizenship ceremony that is uniquely our community’s own.

6. Time Frame

Planning for the next Citizenship Ceremony will commence as soon as possible.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Community

Outcomes to be achieved:

- Social and cultural diversity is respected, supported and celebrated; and
- Respect Aboriginal culture, connection to country and Traditional Owners of the land.

The report also relates to council's Community Health and Wellbeing Plan 2021-2025 as follows:

- Community members are connected to culture and community.

8. Asset Management Policy/Plan Alignment

Not applicable.

9. Implications**Policy**

Council's Aboriginal Recognition Policy CP058 states that we celebrate, support and acknowledge significant dates in relation to Aboriginal history and culture, including Survival Day.

Legal/Statutory

- *Australian Citizenship Act 2007*
- Australian Citizenship Ceremonies Code.

Financial

Minor cost savings due to not have to pay staff involved in Citizenship Ceremonies overtime / TOIL for working on a public holiday. Noting that there will still be staff working on 26 January for other Australia Day related events.

Environmental

Not applicable.

Social

Supports reconciliation with Aboriginal and Torres Strait Islander Community members and cultural awareness and understanding for new Australian Citizens.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

By adopting the recommendation, Council will be exposed to the following risks:

| Risks | Controls | Residual Risk |
|--|---|---------------|
| Reputational risk with broader community who may not recognise the sensitivities of 26 January for Aboriginal and Torres Strait Islander people. | Acknowledgement that holding a Citizenship Ceremony on an alternate date around 26 January still aligns with Australia Day activities. There are no other changes Australia Day activities. | Medium |

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

There are no attachments for this report.

15.7 EXTERNAL PRIVATE WORKS POLICY CP100

File Number: 18/02/01
Officer: General Manager Infrastructure & Assets

1. Summary

The purpose of this report is to present the External Private Works Policy CP100 and seek Council's resolution to adopt the new/updated policy.

2. Recommendation

That Council adopt the updated External Private Works Policy CP100 reviewed August 2023 as presented.

3. Background

This policy provides guidance and direction for undertaking private works activities including provision of quotations and client engagement.

4. Consultation Proposed/Undertaken

Consultation has been undertaken with Council's Strategic Management Team.

5. Discussion

Council policies are developed and approved by Council to help govern how the organisation operates. They outline organisational decision-making processes and protocols for service delivery and civic administration.

In accordance with the review schedule, this policy and its principles have been comprehensively reviewed.

Minor changes have been made to the policy to reflect new staff position titles and teams, and to reflect signed email acceptance of a quote in place of in writing.

6. Time Frame

The updated policy will come into force if adopted by Council and will be reviewed every five years.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Place

Outcome to be achieved:

- Adequate and sustainable infrastructure to meet future demand

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications

Policy

This briefing note relates to the current External Private Works Policy CP100

Legal/Statutory

There are no legal implications associated with this report.

Financial

There are no financial implications associated with this report.

Environmental

There are no environmental implications associated with this report.

Social

There are no social implications associated with this report.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

By adopting the recommendation, Council will not be exposed to any significant risk.

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

1 [↓](#) External Private Works Policy CP100



Mildura Rural City Council

External Private Works Policy
Policy – CP100

| Prepared | Reviewed | Approved | Date | Council Minute No. |
|---|----------|----------|--|---------------------------|
| Manager Works & Engineering Services/Infrastructure | ELT | Council | November 2020 | 2020/0220 |
| Trim File: 18/02/01 | | | To be reviewed: August 2026 83 | |
| Document Owner: Manager Works & Engineering Services/Infrastructure | | | Review Frequency: Every five <u>three</u> years | |

1. The purpose of this policy is

To provide guidance and direction for undertaking private works activities including provision of quotations and client engagement.

2. Policy Statement

This policy and associated operational procedures outline a systematic and transparent process for the undertaking of private works.

Part of Council’s operational activities may include providing services or undertaking works for external parties. Council will ensure that works are undertaken on a commercial or full cost recovery basis.

3. Principles

- Undertaking of private works will not take precedence over the completion of Council’s annual capital and normal operational works programs and cause no disruption to normal core activities.
- Council’s processes for quoting and undertaking private works are to be undertaken in a fair and transparent manner.
- All private works will be undertaken on a full cost recovery basis and potentially include a margin as part of overhead recovery. (Refer to Pricing section below).
- External works will generally be undertaken within the following categories:
 1. Private works including provision of labour, plant and equipment
 2. Contract works

4. Pricing

4.1 Private Works

Generally, prices provided will be a fixed lump sum, GST inclusive with some exceptions applied to quotations provided for bitumen sealing works, asphalt/ concrete works, road openings and line marking where the exact area is subject to variation, in this instance a rate per square metre including GST will be provided.

All external private works quotations pricing will include overhead allowances, return on investment, and other allowances as applicable to ensure competitive neutrality.

All external works quotations will be compiled in accordance with Council's financial delegations controls and be provided using the standard Council quotation format including formal quotation number reference. Prior to services being provided Council must receive [signed email](#) confirmation of acceptance of quote from the client.

4.2 External Contract Works

All external contract works including bitumen services contract pricing is to be formulated using the Council's Contract and Private Works quoting template.

All external tender documentation including the completed quoting report will be reviewed by the relevant manager, and General Manager and approved by the Chief Executive Officer.

Undertaking of any external private works activities is the responsibility of the line management of the respective service units.

4.3 Competitive Neutrality and Conflict of Interest

- **Competitive neutrality**

All external private works activities will be subject to the Victorian Government's Competition Neutrality Policy.

This policy is to ensure that any government organisation (i.e. a Council) entering into a competitive market for the supply of goods and services do so on a level playing field i.e. no advantage to Council for things like payroll tax. Council do not pay payroll tax where private company's do therefore Council's cost to supply would be cheaper. Adjustments are required to ensure Council is 'competitive' in accordance with the policy.

- **Conflict of Interest**

All staff associated with the establishment of tenders and quotations for external works and the management and supervision are required to sign a Private Works Conflict of Interest form.

5. Exceptions

The ANZAC Day Parade is the *only* event that Council will provide assistance to including (but not limited to) traffic management services.

6. Who is responsible for implementing this policy?

Manager Works & [Engineering Services](#)
 Manager Parks & [Recreation & Waste Services](#)
 Manager [Facilities & Assets Services](#)
[Manager Engineering Development & Delivery](#)
[Manager Waste Services](#)
 Responsible Branch Manager for other relevant external works

7. Definitions

| | |
|-------------------------|--|
| External Private Works | <p>Services provided by Council to external organisations including private clients and other local authorities. Services include:</p> <ul style="list-style-type: none"> • Road maintenance and construction • Car park maintenance and construction • Road line marking and sign installation • Road surfacing • Transport of plant and machinery • Hire of plant and operator • Traffic control and installation of traffic management signage, barriers and equipment (not available for events and festivals) • Waste and recycling bin hire • Amenities cleaning • Disabled access amenities hire • Road sweeping |
| External Contract Works | <p>Services provided by Council to external authorities i.e. VicRoads via a contract arrangement</p> |
| Full cost recovery | <p>Cost of labour, plant, materials plus overhead and on cost allowances and any other costs associated with the required scope of work.</p> |

8. Legislation and other references

8.1 Legislation

Local Government Act 1989

Local Government Act 2020

Council must comply with the Best Value Principles as defined within section 208B of the *Local Government Act 1989*

Competitive Neutrality Policy (Victoria)

8.2 Documents

This Policy is implemented in conjunction with the following documents:

- MRCC Financial Delegations
- MRCC Contract and Private Works quoting system template
- OP007 Writing off Sundry Bad Debts Policy
- OP103 Debt Collection Sundry Debtors Policy
- OP151 Accounts Payable Policy
- Employee Code of Conduct
- CP083 Procurement of Goods, Services and Works Policy
- Contract Management Guidelines

8.3 Risk Assessment Reference

| Risk Category | | Risk Category | |
|----------------------------------|---|-------------------------------------|---|
| Asset Management | ✓ | Financial Sustainability | ✓ |
| Committees | | Human Resource Management | ✓ |
| Compliance – Legal & Regulatory | ✓ | Leadership & Organisational Culture | |
| Contract Management | ✓ | Occupational Health & Safety | ✓ |
| Contract Tendering & Procurement | ✓ | Organisational Risk Management | ✓ |
| Corporate Governance | ✓ | Project Management | ✓ |
| Environmental Sustainability | | Public Image and Reputation | ✓ |

15.8 KERBSIDE BIN SERVICES POLICY CP055

File Number: 18/02/01

Officer: General Manager Infrastructure & Assets

1. Summary

The purpose of this report is to present the Kerbside Bin Services Policy CP055 and supporting Kerbside Bin Services Guidelines and seek Council's resolution to adopt the updated policy.

2. Recommendation

That Council adopt the updated Kerbside Bin Services Policy CP055 and supporting Kerbside Bin Services Guidelines reviewed November 2023 as presented.

3. Background

This policy sets out Mildura Rural City Council's policy for the provision, servicing and maintenance of mobile bins provided to properties as part of Council's kerbside landfill, recycling and organics service.

4. Consultation Proposed/Undertaken

Consultation has been undertaken with Council's Strategic Management Team.

5. Discussion

Council policies are developed and approved by Council to help govern how the organisation operates. They outline organisational decision-making processes and protocols for service delivery and civic administration.

In accordance with the review schedule, this policy and its principles have been comprehensively reviewed.

The changes made to the policy are as follows:

- **Inclusion of a kerbside glass service.** This new service starts 1 July 2024.
- **Businesses will have an opt in option for kerbside glass.** This service will be mandatory for residents. This follows the current State Government direction on the four bin system.
- **Sporting clubs will have the ability to purchase additional kerbside bins for the buildings on site.** This is in response to feedback provided by some sporting clubs over the last year.

6. Time Frame

The updated policy will come into force on 1 July 2024, if adopted by Council and will be reviewed every three years. The early review of the policy will allow us to communicate the right information to our residents and businesses when we start the kerbside glass introduction engagement program in early 2024.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Environment

Outcomes to be achieved:

- Reduced waste to landfill and enhance resource recovery.
- Increased community knowledge, skills and action to live sustainably.

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications

Policy

This report updates the current Kerbside Bin Services Policy CP055 and Guidelines.

Legal/Statutory

There are no legal implications associated with this report.

Financial

The introduction of a kerbside glass service will see an increase in cost to provide the service. The waste management charge in rates will reflect this change in cost for the 24/25 financial year.

Environmental

The kerbside system is in place to encourage diversion of waste from landfill that has many environmental benefits including reducing greenhouse gas emissions and impacts from landfilling activities.

Social

There are no social implications associated with this report.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

By adopting the recommendation, Council will be exposed to the following risks:

| Risks | Controls | Residual Risk |
|--|--|---------------|
| Negative feedback from members of the community who do not support the introduction of the glass service | Implementation of a thorough communication and education campaign | Low |
| Not delivering the service in line with the submitted transition plan (for commencement in July 2024) | Construction of the shed and tendering of mobile glass crushing completed before beginning of the service. | Low |

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

1 [↓](#) Kerbside Bin Services Policy - CP055

2 [↓](#) Kerbside Bin Services Guidelines



Kerbside Bin Services Policy

Policy – CP055

| Prepared | Reviewed | Approved | Date | Council Minute No. |
|---|--|---|--|--------------------|
| Manager Waste Services | Manager Waste Services Waste Management Coordinator | Council | December April 2023 | 2020/0037 |
| Trim File: 18/02/01 | | To be reviewed: December April 2026 | | |
| Document Owner: Manager Waste Services | | Review Frequency: Three yearly | | |

1. The purpose of this policy is

To set out Council’s policy for the provision, servicing and maintenance of mobile bins provided to properties as part of Council’s kerbside landfill, recycling and organics service.

2. Policy Statement

Mildura Rural City Council is committed to delivering a safe, effective and sustainable kerbside collection service that aims to maximise environmental and economic outcomes.

3. Principles

3.1 Landfill, recycling, ~~and~~ organics ~~and glass~~ collection will be undertaken on the designated collection day. Within the Mildura Collection Area, Ouyen to Murrayville Collection Area and Nangiloc/ Colignan Collection Area, the landfill and recycling collection service shall be undertaken fortnightly, ~~and~~ the organics collection service will be undertaken weekly ~~and the glass collection service will be undertaken monthly.~~

3.2 Where collection is scheduled on a public holiday, the service will proceed as normal or alternatively Council will endeavour to notify all affected residents through media channels.

3.3 A Waste Management Charge ~~service fee, is applied to all properties where a kerbside waste collection or street sweeping service is available, including vacant land, will be applied to the rates notice of all properties with dwellings that receive a kerbside service. This charge pays for all waste services including kerbside services, the operation of landfills and transfer stations across the region, public litter bins, street sweeping, illegal dumping clean up, waste education and for the future rehabilitation and aftercare of our landfill sites.~~

3.4 Properties rated as business ~~will be eligible to opt out of all kerbside services if they can demonstrate they have an alternative waste management system in place will be able to opt into a kerbside glass collection service.~~

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Kerbside Bin Services Policy

3.5 Business properties can purchase additional bins.

Residential properties can purchase additional bins if they meet the following criteria:

- Medical needs that produce additional waste
- Six or more permanent residents living in one residential dwelling
- Two or more permanent residents in nappies in one residential dwelling.
- All of the above criteria are conditional on justification of what additional waste is produced. Applicants will need to describe what additional waste is being produced to justify the need for additional bins.
- [Sporting clubs will be able to purchase additional kerbside bins for the buildings on the site.](#)

The cost of additional bins will be paid through the properties' rates at the current year's Waste Management Charge.

3.6 Bins recorded as having collection issues will be managed according to related contracts and Council's processes and guidelines and Council and their designated contractor/s reserve the right to remove or not to empty these bins.

3.7 Property owners are required to pay for a replacement bin when the bin is:

- Misplaced
- Stolen
- Damaged (through no fault of Council or not from general wear and tear)
- Lost through transfer of ownership or occupancy

3.8 Council and owners/ tenants will adhere to kerbside bin responsibilities as per the Kerbside Bin Service Guidelines 2023.

4. Who is responsible for implementing this policy?

Manager Waste Services:

- Ensure customer requests regarding bin collections are responded to promptly and professionally.
- [Ensure mManagement of any contract/s in relation to kerbside bin collections is undertaken.](#)
- [Ensure additional bin requests are processed and review any objections to the outcome](#)

[Waste Regulatory and Contracts Management Officer:](#)

- [Management of any contract/s in relation to kerbside bin collections and processing.](#)

Team Leader Weighbridge & Reporting:

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- Ensure additional bin applications are processed each year or as submitted to Council.
- Will determine if additional bin application meets criteria for approval.

Team Leader Waste Operations:

- ~~Ensure landfill bin collection services are undertaken in a professional manner.~~
- Assist in responding to customer requests regarding bin collections.
- Assist in the management of contract requirements for contracted bin collection services

5. Definitions

| | |
|------------------------------|---|
| <i>Kerbside Bins</i> | 120L landfill bin, 240L recycle bin, 120L glass bin and 240L organics bin |
| <i>Property Owner</i> | Shall mean the owner of a habitable residential or business property. |
| <i>Tenant</i> | Shall mean any resident that is not the property owner |
| <i>Bin Collection Issues</i> | Non-compliant bins as per Council's guidelines |
| <i>Damaged</i> | A bin that has been damaged by the owner/ occupier or through an act of vandalism |

6. Legislation and other references

6.1 Legislation

Community Local Law No 2, Part 3 Environment, 3.1 Recycling and Waste Collection System

6.2 Documents

This Policy is implemented in conjunction with the following documents:

- Rating Strategy 2019-2023
- The current Kerbside Recycling, Glass and Rubbish tables Collection Contract
- The current Kerbside Organics Collection Contract
- Additional Bin Application Form
- ~~Commercial Opt Out Application Form~~
- Kerbside Bin Guidelines 2023
- Changes to Service Collection Notification Process

6.3 Risk Assessment Reference

| Risk Category | ✓ | Risk Category | ✓ |
|----------------------------------|---|-------------------------------------|---|
| Asset Management Committees | ✓ | Financial Sustainability | ✓ |
| Compliance – Legal & Regulatory | ✓ | Human Resource Management | ✓ |
| Contract Management | ✓ | Leadership & Organisational Culture | ✓ |
| Contract Tendering & Procurement | ✓ | Occupational Health & Safety | ✓ |
| Corporate Governance | ✓ | Organisational Risk Management | ✓ |
| Environmental Sustainability | ✓ | Project Management | ✓ |
| | | Public Image and Reputation | ✓ |

2023

Kerbside Bin Services Guidelines

These Guidelines are an addendum to the Kerbside Bin Services Policy and apply to all residents and businesses receiving kerbside bin services.



Mildura Rural City Council

Introduction

Mildura Rural City Council provides a kerbside bin service to each residential and business property within the designated Mildura, Ouyen to Murrayville and Nangiloc/ Colignan collection areas of the municipality. Council is responsible for the collection of kerbside bin services from authorised Council bins.

The standard kerbside system is configured as:

- 120 litre landfill bin collected fortnightly
- 240 litre organics bin collected weekly
- 240 litre recycling bin collected fortnightly
- 120 litre glass bin collected monthly

There may be circumstances where designated bin collection days must change, such as on Christmas Day, New Year's Day or where the CFA declare a fire danger rating of Catastrophic or Extreme. To the best of our ability, Council will inform residents/property owners of changes to service collection schedule when required. Where a change of collection is required, it will be the responsibility of the resident/property owner to adhere to the change.

Kerbside Bin System

Your kerbside bin options will be determined by how your property is rated. Kerbside bin services are paid for through the Waste Management Service charge.

Properties that are on vacant land and have kerb and channel, they will be charged a non-collection fee. This waste fee contributes to other Waste Management Services that the waste charge pays for excluding kerbside services. These include street sweeping, public litter bin collection, landfill and transfer station operations, landfill rehabilitation and aftercare, illegal dumping collection and waste and recycling education and community engagement.

Business bin options

Business properties will be allocated one of each bin for landfill, recycling, glass and organics.

Business properties will be able to opt into a kerbside glass collection service. Businesses that would like a glass bin are to ring Council to order one.

Business properties can purchase additional bins at the current years Waste Management Charges.

Council supplies bins to new residential and business properties once the new service or additional bin/s have been paid for. These services are usually provided within 10 working days of Waste Services receiving notification.

The property owner must notify Council of changes in circumstances or property ownership where additional bin/s are present.

Residential bin options

Residential properties will be allocated one of each bin for landfill, recycling, glass and organics.

Residential properties will be able to purchase additional bins if they can demonstrate they meet one or more of the following criteria:

- Medical needs that produce additional waste

- Six or more permanent residents living in one residential dwelling
- Two or more permanent residents in nappies in one residential dwelling
- The above criteria are conditional on justification of what additional waste is produced. Applicants will need to describe what additional waste is being produced to justify the need for additional bins.
- Sporting clubs will be able to purchase additional kerbside bins for the buildings on the site, with the aim to recycle and divert waste from landfill.

The cost of additional bins will be paid through the properties' rates at the current years Waste Management Charge. Pro rata charge may be applied if bins are sourced after the beginning of the current financial year.

Residents must reapply for additional bins each year using the Additional Bin Application Form. If resident is renting, the land owner/ real estate agent is required to also approve the application form.

Some residents may be eligible for a smaller 120 litre organics bin where it is demonstrated they produce less organics waste (such as in retirement villages).

Council supplies bins to new residential and business properties once the new service or additional bin/s have been paid for. These services are usually provided within 10 working days of Waste Services receiving notification.

The resident/property owner must notify Council of changes in circumstances or property ownership where additional bins are present.

Kitchen caddy and compostable liners

All new properties will be supplied with one kitchen caddy and one roll of compostable liners that should last 12 months. These are to be used for the collection of food scraps and diversion of food waste from the landfill bin and into the organics bin.

Caddies and liners are to stay with the property.

Roles and Responsibilities

Providing a kerbside bin service is the responsibility of both Council, its contractor/s and the property owner or tenant. By all of us working together we can provide a safe, effective and sustainable kerbside collection service.

It is Council's responsibility to:

- Ensure there are sufficient operational resources to meet the safe, timely and professional delivery of the service in line with Council principles and values.
- Manage kerbside collection and processing contracts
- Ensure requests by property owners or tenants relating to the provision and collection of bins are responded to in a timely and professional manner.
- Undertake a waste education program.
- Maintain a bin collection issues register to answer any enquiries relating to collection issues.
- Communicate bin collection schedule changes through media channels

It is the Contractor's responsibility to:

- Not empty bins containing medical or hazardous materials, liquid, ash or electronic waste.

- Not empty recycling, glass or organics bins that are deemed by Council or their representatives to be unacceptably contaminated with non-recyclable materials.
- Ensure requests by property owners or tenants relating to the provision and collection of bins are responded to in a timely and professional manner.
- Undertake a waste education program.

It is the property owner/tenants' responsibilities to:

- Ensure bins are placed on the kerbside or as directed by Council the night before collection.
- Ensure ashes, medical waste, liquids, dangerous or hazardous materials and electronic waste is not disposed of in kerbside bins.
- Ensure only recyclable, glass and organic materials are disposed of in recycling, glass and organics bins.
- Retain all bins, caddies and compostable liners at the designated property during any transfer of property ownership or occupancy.
- Only put waste into your bins and not other people's kerbside bins. This is so contamination of recycling, glass or organics bins do not occur.
- Adhere to any changes in collection schedules.

Please refer to the Council's Kerbside Bin Services Policy (CP055) for more information on the principles of the kerbside service.

How to ensure your bin is emptied

Bin placement may sound like a simple concept and here are some tips to make sure your bin is collected for emptying:

- Place your bins out the front of your property directly behind the kerbing or as directed by Council with the handles facing the property.
- Place your bins out for collection the night before your scheduled collection day. Collection vehicles are not always emptying bins on the same schedule and may arrive earlier or later than you are used to.
- Maintain your bins so they are in a useable condition and do not impact collection or become an issue for community health and safety.
- Remove your bins from the collection point after they are emptied no more than one day after the collection day as per Community Local Law No. 2 (Part 3, Environment).
- Do not overload or compact your bins. Any bin that is unable to be emptied by the collection vehicle due to excessive weight (over 80kgs) will be the responsibility of the resident/property owner to empty.
- If any contamination is detected in the recycling, organics, glass or landfill bin, Council and its representatives reserve the right to not empty the bin. More information on what can and cannot be placed in your bins and how Council is going to manage contamination can be found in the non-conformance section of this document.

What do I do if my bin is lost or broken?

Council's kerbside bin service includes minor repairs to bins as required. If your bin has a broken lid, a wheel has come off or there is a crack in the side of the bin and this has been through general wear and tear and not the fault of the property owner/tenant, then you can ring Council to request the bin be repaired.

If a bin is misplaced, stolen or damaged (through no fault of Council or not from general wear and tear) the property owner/tenant is required to pay for a replacement bin. This also applies if a bin goes missing during changeover of property ownership or tenancy. Bins should stay with the property. If bins are located, the tenant/ property owner must notify Council and may be eligible for a refund.

Kerbside Bin Collection Issues

What are bin collection issues?

This refers to incidents where the placement or use of kerbside bins does not follow Mildura Rural City Council's Kerbside Bin Service Guidelines and may prevent your bins from being emptied. This can include disposal of inappropriate items in bins and incorrect or ill-timed bin placement. These are described further in *Descriptions of Bin Collection Issues*.

These issues are a problem for Council, their representatives and the property owner or tenant. If a bin is unable to be collected, Council and the property owner/tenant have to take a number of actions to remedy the problem. Inevitably any remediation will cost Council and the ratepayers more, from increased staff time to address the issue (such as getting out of the collection vehicle to move a bin away from an obstruction so it can be collected), to the property owner/tenant facing the inconvenience of not having their bin emptied.

Recycling, glass and organic bin contamination is an issue because it leads to double-handling. If non-recyclable items are put straight into the landfill bin, the ratepayer would only pay for collection, and then the landfill levy for disposal. When contaminants are put in recycling, glass or organics bins, the ratepayer pays for collection, sorting, transport to the landfill and landfill disposal. By putting more energy and processing into contamination, we are increasing our carbon footprint as well.

What is the bin collection issues register?

The bin collection issues register is a Council-maintained database that stores information about non-conformance incidents. When the collection vehicle detects any issues, the incident is reported, along with the address of the bin, the time of the report and what the issue is. This database is then used to answer any customer enquiries and identify any ongoing issues.

Types of Bin Collection Issues

Bin placement

Kerbside bins need to be placed so that there are no obstructions to stop the truck collecting the bins. Obstructions can include letter boxes, trees, signs, power poles or vehicles (see Photo 1). Placing bins close to obstructions increases the risk of the collection vehicle damaging property.

Bins need to be placed at least 50 -100cm away from any obstruction, including your other kerbside bin (see Photo 2).

The wheels and handles of your kerbside bin must face your property and bins placed directly behind your kerbing, or as directed by Council. A fact sheet explaining the placement of bins on kerbs, rural properties with no kerbing and in courts is available from Council.



Photo 1



Photo 2

Unauthorised MRCC bins

Unauthorised Mildura Rural City Council bins are classified as additional kerbside bins that have not been approved by Council or are not being paid for by the property owner.

Council budgets for a weekly organics bin collection, fortnightly landfill and recycling bin collection and a monthly glass bin collection. If a property uses extra bins that Council has not approved, an additional cost to ratepayers is incurred.

Foreign bins

Bins not issued by Mildura Rural City Council and that the resident/tenant has placed out to be emptied (see Photo 3) are classified as foreign bins. Examples of foreign bins include bins that have been purchased from retailers (such as hardware stores) or bins that are from another Council area.



Photo 3

Knocked over bins

Collection vehicles are unable to empty bins that have been knocked over. Bins can be knocked over due to bad weather, scavenging animals, vandals, other vehicles, uneven ground and by your bin being

overfull (see Photo 4). If Council or its representatives are the cause of the knocked over bin, then we will upright the bin and pick up any spillage.



Photo 4

Bins too heavy

A bin is too heavy when the collection vehicle physically cannot pick it up to empty it (more than 80kgs). Generally, if a person struggles to or cannot wheel their bin out to the kerb for collection, it is likely too heavy for the collection vehicle to empty.

Overfull Bins

An overfull bin is when the lid is not flush on the bin (see Photo 5). An overfull bin has a higher chance of spillage when being emptied (see Photo 6) and is more susceptible to scavenging animals or bad weather. Spillage is the responsibility of the property owner or tenant to clean up.



Photo 5



Photo 6

Bin not out for collection

This means that your kerbside bin was not out at the collection point prior to the collection vehicle servicing your property on your designated collection day. Bins are to be placed out for collection the night before your scheduled collection day and may be emptied any time between 5am and 9pm.

Contamination in landfill bin

Contamination in a landfill bin occurs when prohibited items are placed in a 120L Landfill bin. Prohibited items include:

- Ashes
- Liquids including oil, paint and solvents
- Soils and rocks
- Gas bottles
- Clinical and cytotoxic waste*
- Electronic waste
- Timber, concrete, bricks and building material including asbestos

These items can cause health and safety risks to the bin collection team and cause operational and environmental impacts from their disposal to landfill.

*Clinical waste is any waste resulting from medical, nursing, dental, pharmaceutical, skin penetration or other related clinical activity that has the potential to cause injury, infection or offense. It includes waste containing: human tissue (other than hair, teeth and nails) body fluids or blood. Cytotoxic waste is waste associated with cytotoxic drugs which contain chemicals that are toxic to the cells. This includes materials, equipment, and residue that are contaminated by cytotoxic drugs.

Contamination in recycling bin

Contamination in a recycling bin occurs when prohibited items are placed in a 240L recycling bin (see Photo 7).

Items that can be recycled in a 240L recycling bin include:

- Cardboard
- Milk and juice cartons
- Aluminium and steel cans, foil trays and aerosols
- Rigid plastic containers and bottles
- Newspapers and magazines
- Letters, envelopes and office paper
- Advertising material
- Telephone books

Items that cannot be recycled in a 240L recycling bin include but are not limited to:

- Food scraps
- Green/garden waste
- Glass bottles and jars
- Nappies
- Plastic bags and soft plastics
- All medical waste including clinical and cytotoxic waste
- Crockery
- Clothing and textiles
- Polystyrene
- Household rubbish
- Hard waste and electronic waste
- Bagged recycling or rubbish

This list may be updated. An up-to-date list can be found on Council's website.



Photo 7

Contamination in organics bin

Contamination in an organics bin occurs when prohibited items are placed in an organics bin. Items that can be recycled in an organics bin include:

- Fruit and vegetables
- Meat
- Dairy
- Leftovers
- Lawn clippings
- Branches
- Weeds
- Newspaper
- Pizza boxes
- Animal poo
- Human and animal hair
- Soiled paper towel or paper napkins

Items that cannot be recycled in an organics bin include but are not limited to:

- Vacuum dust
- Nappies
- Ash
- Plastic bags and packaging
- All medical waste including clinical and cytotoxic waste
- Clothing and textiles
- Household rubbish
- Clean cardboard

Contamination in glass bin

Contamination in a glass bin occurs when prohibited items are placed in a glass bin.

Items that can be recycled in the glass bin include:

- Glass jars (empty, lids off, lightly rinsed, can be broken)
- Glass bottles (empty, lids off, lightly rinsed, can be broken)

Items that cannot be recycled in the glass bin include but are not limited to:

- Drinking glasses
- Window and mirror glass
- Light bulbs
- Vases

- Glass or ceramic cooking dishes
- Perfume or makeup containers
- Household rubbish

This list may be updated. An up-to-date list can be found on Council's website.

Contamination Management

Contamination in the recycling, glass and organics bins will be managed by the contractor (Council's representative) undertaking the collection. Once contamination is detected the process involves letters to educate the resident on how to use the bins properly. This escalates to temporary removal of the recycling or organics bin and finally permanent removal of the recycling, glass or organics bin if no improvement is made to reduce contamination.

Our aim is to encourage property owners and tenants to recycle as much as possible in a bid to reduce the amount of waste going to landfill. This process aims to educate people to continue to recycle the best they can while also managing those residents or property owners who make little effort to recycle properly or at all.

The step-by-step process is as follows:

First contamination

1. A contamination sticker is applied over their bin lid advising that the truck driver has identified wrong material/s in the recycling bin. This usually occurs as the bin is being emptied into the truck.
2. The truck driver then uses GPS capabilities to identify the property address and reports these details in to the system. A letter is sent to the property owner/tenant outlining in more detail what can and can't go in their recycling or organics bin.

Second contamination

3. If contamination is found in the same bin again, a second letter is sent to the resident, outlining the two offences and again letting the household know what can and cannot be placed in their recycling or organics bin. This letter is also accompanied by a fridge magnet and strongly encourages the resident to contact us if they are unsure of anything.

Third contamination

4. After a third contamination offence, a Final Warning Letter is sent to the resident. It again outlines the previous contaminations incidents and warnings and states that no further warning will be provided and the next offense will result in bin removal.

Fourth & Fifth contamination

5. If a fourth contamination offense occurs, the bin is removed from the residence for a minimum of two weeks. The bin is returned only upon receipt of a signed acknowledgement by the resident who agrees to do their best not to contaminate in the future. From this point the resident gets one final chance before the bin is permanently removed (fifth contamination).

Sixth contamination

6. This is where the bin is removed permanently. The Contractor will notify the resident and Council of the address this is applicable to.

Reset Activity

7. In some cases, the contamination record for a particular property is reset. This could be for a number of reasons such as incorrect address, change of tenant, etc.
8. The Contractor will submit a monthly report to Council outlining the number of first, second and third offences as well as temporary or permanent bin removal.

15.9 OUTDOOR ADVERTISING ON COUNCIL ROADS RESERVES POLICY CP078

File Number: 18/02/01
Officer: General Manager Strategy & Growth

1. Summary

The purpose of this report is to present the Outdoor Advertising on Council Road Reserves Policy CP078 and seek Council's resolution to adopt the new policy.

2. Recommendation

That Council adopt the new Outdoor Advertising on Council Road Reserves Policy CP078 as presented.

3. Background

Part of the outdoor advertising project was to develop a council policy that provided a framework for decision making for outdoor advertising on the associated assets, which has now been finalised.

4. Consultation Proposed/Undertaken

This policy has been developed through extensive internal discussions across departments including Communications, Future Planning and Property Services.

Consultation has also been undertaken with council's Strategic Management Team and the draft policy presented to Executive Leadership Team and Council Forum.

5. Discussion

The Outdoor Advertising on Council Road Reserves Policy CP078 (the policy) has been developed to provide a framework for decision making for outdoor advertising on council road reserves.

The policy's intent is to ensure that clear guidelines are established for commercial advertising on council road reserves and ensure a concise, clear and consistent approach.

The policy outlines that explicit advertising of the following are not permitted on council road reserves:

- Promotion of gambling
- Products or services that are misleading or that are deceitful in nature
- Unhealthy or harmful foods and beverages including alcohol
- Products or services likely to be harmful to the community
- Discrimination by way of race, religion or sex
- Exploitation of people through the payment of below award wages or poor working conditions
- Products or services that contribute to the inhibition of human rights generally
- Promotion of election materials for political gains.

6. Time Frame

The updated policy will come into force if adopted by Council and will be reviewed every three years.

7. Strategic Plan Links

This report relates to the Council Plan 2021-2025 in the Strategic Direction:

Place

Outcome to be achieved:

- Well planned development that considers diverse and changing needs of community.

Economy

Outcome to be achieved:

- Resilient local businesses that are supported to thrive, contributing to the viability and character of our towns.

8. Asset Management Policy/Plan Alignment

There are no asset management implications associated with this report.

9. Implications**Policy**

The policy has been developed in accordance with the following policies:

- Asset Management Policy CP031
- Footpath Trading Policy CP008
- Land Managers Consent Policy CP061
- Local Law 2- Community Local Law
- Mildura Riverfront Signage Policy CP064
- Mildura Sporting Precinct Sponsorship Policy CP070
- Advertising Policy CP050
- Use of Council Logo Policy CP044.

Legal/Statutory

This policy complies with all requirements under the *Local Government Act 2020*.

Financial

There are no financial implications associated with this report.

Environmental

There are no environmental implications associated with this report.

Social

This policy defines the social benefits and exclusions pertaining to outdoor advertising on council road reserves.

Economic

There are no economic implications associated with this report.

10. Risk Assessment

By adopting the recommendation, Council will be exposed to the following risks:

| Risks | Controls | Residual Risk |
|---|---|---------------|
| Public Sentiment Risk – not everyone will view introduction of advertising on council assets favourably. | Policy developed to provide council with a framework to make decisions on: <ul style="list-style-type: none"> • the location of advertising sites • the types/content of advertising. | Low |
| Vacant Advertising assets – risk of vacant advertising assets being seen through region where no agreed tenancy has been secured. | Council to develop and approve a set of approved council advertisements that will be on display in lieu of leased tenant. | Low |

11. Conflicts of Interest

No conflicts of interest were declared during the preparation of this report.

Attachments

- 1 [↓](#) Outdoor Advertising on Council Road Reserves Policy CP078
- 2 [↓](#) Outdoor Media Association Content Guidelines



Mildura Rural City Council

Outdoor Advertising on Council Road Reserves Policy

Policy – CP078

| Prepared | Reviewed | Approved | Date | Council Minute No. |
|---|----------|-------------------------------------|-------------|--------------------|
| Future Planning | | Council | August 2023 | |
| Trim File: 18/02/01 | | To be reviewed: September 2026 | | |
| Document Owner: Manager Facilities & Assets | | Review Frequency: Every three years | | |

1. Policy Purpose

To establish clear guidelines for commercial advertising on Council road reserves and ensure a concise, clear and consistent approach.

2. Policy Statement

Council recognises the role and importance of the effective management of commercial, community and sponsorship advertising, including those opportunities that may be located on Council’s Road reserves.

Commercial advertising on Council road reserves presents opportunities to deliver multiple outcomes for community stakeholders, including:

- Council obtaining funding or other associated benefits to assist with the provision of services;
- Local not-for-profit clubs and organisations to generate awareness to sustain their activities;
- Private business to promote services or products.

3. Principles

Advertising on Council road reserves is to comply with all advertising policies adopted by the Australian Outdoor Media Association as well as other Council policies outlined in 7.2. Advertising on Council Road reserves consists of:

- The use of signage or digital displays at agreed location(s) and duration(s)
- Advertising associated with a particular event, facility or activity
- Council-related services
- Promotion of local not-for-profit Clubs or organisations to generate awareness of their services

The explicit advertising of the following are not permitted on Council road reserves:

- Promotion of gambling
- Products or services that are misleading or that are deceitful in nature

- Unhealthy or harmful foods and beverages including alcohol
- Products or services likely to be harmful to the community
- Discrimination by way of race, religion or sex
- Exploitation of people through the payment of below award wages or poor working conditions
- Products or services that contribute to the inhibition of human rights generally
- Promotion of election materials relating to Local Government elections

4. Conditions of Bus Shelters

The following conditions apply for displaying advertising materials on bus shelters on road reserves:

- Advertising must not extend beyond the perimeter of the bus shelter
- A maximum of two advertising panels per bus shelter that may comprise of an advertisement on each of the two sides of the bus shelter
- Must not contain flashing or neon signage
- Must not obscure pedestrian paths of travel in either direction
- Must be able to increase or decrease the intensity of illumination
- Must not compromise the aesthetics or visual appeal of the environment immediately surrounding the asset
- Illumination must not adversely impact on the safety of pedestrians, cyclists or drivers of motor vehicles
- Illumination must not adversely impact on the amenity of residential dwellings, serviced apartments or other tourist and visitor accommodation
- Must not be located on land that compromises a heritage item or is within a heritage conservation area

5. Cost

Payment to Council for advertising is to be considered and agreed on an individual basis as/when a request is submitted.

Council reserves the right to enter into an agreement with external agencies who will manage commercial advertising on Council assets.

6. Definitions

| | |
|------------------------|---|
| Commercial Advertising | The promotion of a private businesses product(s), service(s), or activities in return for payment, services, goods or awareness of their services |
| Council Road Reserves | Public land from outside the property boundary and generally consisting of a nature strip (or roadside), drains, verge, road shoulder and roadway |

7. Legislation and other references

7.1 Legislation

Local Government Act 2020

7.2 Documents

This Policy is implemented in conjunction with the following documents:

- Asset Management Policy CP031
- Footpath Trading Policy CP008
- Land Managers Consent Policy CP061
- Local Law 2 – Community Local Law
- Mildura Riverfront Signage Policy CP064
- Mildura Sporting Precinct Sponsorship Policy CP070
- Advertising Policy OP050
- Use of Council Logo Policy CP044

7.3 Risk Assessment Reference

Please tick the corporate governance risk(s) that this policy is addressing.

| | | | |
|----------------------------------|---|-------------------------------------|---|
| Risk Category | ✓ | Risk Category | ✓ |
| Asset Management | ✓ | Financial Sustainability | |
| Committees | | Human Resource Management | |
| Compliance – Legal & Regulatory | ✓ | Leadership & Organisational Culture | |
| Contract Management | | Occupational Health & Safety | ✓ |
| Contract Tendering & Procurement | | Organisational Risk Management | ✓ |
| Corporate Governance | | Project Management | ✓ |
| Environmental Sustainability | ✓ | Public Image and Reputation | ✓ |

16 URGENT BUSINESS

Nil

17 COMMUNITY QUESTIONS

18 CONFIDENTIAL BUSINESS

Recommendation

That Council resolve to move into confidential business to deal with the following matters as pursuant to Section 66(2) of the *Local Government Act 2020*:

18.1 ASSET ACQUISITION CONSIDERATIONS

Section 3(1)(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

Pursuant to section 66(5)(b) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this agenda item, may prejudice the commercial position of Council, as various negotiations remain pending.

18.2 RELEASE OF CONFIDENTIAL COUNCIL REPORTS

Section 3(1)(h) - Confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)

Pursuant to section 66(5)(b) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this agenda item, may prejudice Council should Council wish to keep any of the information in confidential.

18.3 TENDER AWARD - TENTH STREET AND ETIWANDA AVENUE INTERSECTION UPGRADE - CONTRACT 2024/124

Section 3(1)(a) - Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

Pursuant to section 66(5)(a) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this Agenda item, may prejudice the commercial position of Council, as various negotiations remain pending.

19 CLOSURE