



STRATHBOGIE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE STRATHBOGIE SHIRE COUNCIL
HELD ON TUESDAY 21 NOVEMBER 2017 AT THE EUROA COMMUNITY
CONFERENCE CENTRE, COMMENCING AT 6.00 P.M.**

Chair:	Amanda McClaren (Mayor)	(Lake Nagambie Ward)
Councillors:	John Mason (Deputy Mayor)	(Seven Creeks Ward)
	Malcolm Little	(Hughes Creek Ward)
	Kate Stothers	(Honeysuckle Creek Ward)
	Debra Swan	(Lake Nagambie Ward)
	Alistair Thomson	(Mount Wombat Ward)
	Graeme (Mick) Williams	(Seven Creeks Ward)
Officers:	Steve Crawcour - Chief Executive Officer (CEO)	
	Roy Hetherington - Director, Asset Services (DAS)	
	David Roff - Director, Corporate and Liveability (DCL)	

BUSINESS

1. Welcome
2. Acknowledgement of Traditional Land Owners
*'I acknowledge the Traditional Owners of the land on which we are meeting.
I pay my respects to their Elders, past and present'*
3. Apologies

Councillor Alistair Thomson (Mount Wombat Ward)
Phil Howard - Director, Sustainable Development (DSD)

4. Confirmation of Minutes

Confirmation of Minutes of a Special Meeting of Council held on Tuesday 31 October 2017 (this meeting included consideration and determination of the Closed Portion of the Ordinary Council meeting of 17 October 2017)

09/18 **CRS LITTLE/WILLIAMS** : *That the Minutes of a Special Meeting of Council held on Tuesday 31 October 2017 be confirmed*

CARRIED

Please Note: Due to the late completion of the adjourned 17 October 2017 Ordinary Council meeting and the complexities / legal opinions, the Minutes of that meeting will be confirmed at the 19 December 2017 Meeting

5. Disclosure of Interests

Nil.

6. Petitions

Nil.

7. Reports of Mayor and Councillors and Delegates

The Mayor and Councillors provided verbal reports on meetings / events attended over the past month.

8. Public Question Time

Public Question Time will be conducted as per Strathbogie Shire Council's Meeting Procedure Local Law No. 1, Clause 32

As the questions are a permanent public record and to meet the requirements of the Privacy Act, only the initials of the person asking the question will be used together with a Council reference number

Council Ref: SS: 40/2017

At the re-convened Council meeting, held last Monday evening (13th Nov) Cr Mason spoke to his Notice of Motion regarding the re-appointment of the CEO saying he "felt Council didn't have the experience to make a decision regarding a new CEO".

1. When does Cr Mason believe he will have the skills to make such decisions?

And taking into consideration the comments of one of our most experienced business heads and former Councillor (Alistair Purbrick), who voted for the reappointment of the CEO nearly three years back - for a term of only three years - on the basis that a 3-year term would give the new Council one year to settle in

.....

2. Can I also ask Cr Mason why I have heard none of the other Councillors say that they are insufficiently skilled to make this decision?

Response from Councillor Mason provided at meeting

(Please note: the following is an excerpt from recordings of the meeting which includes removal of the name of the submitter of the question. Every reasonable effort has been made to ensure accurate representation of the recordings.

In my talk, I did say what (identifying name of submitter of question, as used by Councillor Mason in his response, is not documented) said, but also said that we would benefit from a further 18 months and we would be a lot more experienced.



Mayor:

Thank you.

(*Submittor's name*), could you please ask the second question again for me, please.

Submittor:

None of the other Councillors, new or old, have voiced their concern about being inexperienced about making the decision, so I'm just not sure why Councillor Mason spoke on their behalf.

Mayor:

Sorry, that's a statement, what's the question.

Submitter:

I was going to ask Councillor Mason why I hadn't heard that same comment from other members of the Council.

Councillor Mason:

It was my opinion.

Submittor:

You said the Council wasn't experienced enough.

Councillor Mason:

Yes, it's my opinion.

Submittor:

Do the other Councillors feel they are not experienced enough?

Councillor Mason:

..... (*inaudible due to background noise*), because it's my opinion.

Mayor:

And I think that this question; I don't think that (*inaudible*) we will take that on notice; unless the Councillors would like to address this

9. Reports of Council Officers
 - 9.1 Climate Change
 - 9.2 Infrastructure
 - 9.3 Private Enterprise
 - 9.4 Public Institutions
 - 9.5 Housing and Recreation
 - 9.6 Tourism
 - 9.7 Organisation
10. Notices of Motion
11. Urgent Business



12. Closure of Meeting to the Public to consider matters listed for consideration in accordance with Section 89(2) of the Local Government Act 1989
13. Confirmation of 'Closed Portion' Decision/s

An audio recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the meeting, as per Local Law No. 1 - Meeting Procedure (2014) or as updated from time to time through Council Resolution

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 19 December 2017, at the Ruffy Hall (3 Nolans Road, Ruffy), commencing at 6.00 p.m.



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9. REPORTS

9.2 INFRASTRUCTURE

9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme

Author and Department

Director Asset Services – Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Council at its Ordinary Meeting held on September 19, 2017, resolved to give public notice of its intention to declare a Special Charge for the construction of kerb and channel, nature strips and driveways, as part of Campbell Street and Palmer Avenue, Euroa

The notice invited submission under Section 163(A), 163(B) and 223 of the Local Government Act 1989 (The Act).

Council, at a Special Council meeting on 31 October 2017, noted that no submissions were received and resolved to formally determine the outcome of the intention to declare the Special Charge at this meeting.

RECOMMENDATION

That

- 1. Strathbogie Shire Council, having complied with the requirements of sections 163A, 163B and 223 of the Local Government Act 1989 (Act), and noted that no submissions or objections have been received, and otherwise according to law and having so far as can be ascertained from available records, and can reasonably be concluded and ascertained, that the Road or any component of the Road for which it is proposed the Special Charge Scheme be declared has not been constructed by way of a Special Rate, or Special Charge, hereby declares a Special Charge (Special Charge) under section 163(1) of the Act for the purpose of defraying expenses to be incurred by the Council in relation to the construction and improvement of a part of Campbell Street, between Clifton and Bury Streets, and a part of the western end of Palmer Avenue, Euroa such works involving the provision of kerb and channel, nature strips and constructed driveways (*Roads or Scheme*).**
- 2. The criteria which form the basis of the Special Charge are the ownership of rateable land in the area of the Scheme, which land based on frontage modified where appropriate (in relation to kerb and channel and nature strips) and area modified where appropriate (in relation to constructed driveways) has by way of abuttal to (or access from) the Roads.**

9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme (cont.)

3. **The Council considers that –**
 - (a) **each rateable property included in the Scheme area that is required to pay the Special Charge will receive a special benefit through the provision of proper, safe and suitable roads and property services; and**
 - (b) **there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit over and above, or greater than, the benefit that is available to persons who are not subject to the Special Charge and, directly and indirectly, the works to be provided will enhance or maintain the value and the use, occupation and enjoyment of the properties included in the Scheme, through the provision of proper, safe and suitable roads.**
4. **In declaring the Special Charge, the Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the Strathbogie Shire, in particular the provision of proper, safe and suitable roads and property services in the area for which it is proposed the Special Charge will be declared.**
5. **The total cost of the performance of the functions and the exercise of the powers (and the amount which the Council intends to declare, levy and spend) is an amount of \$45,211.46 (being the estimated cost of the Scheme works to be undertaken) and the Council also intends to declare and levy by way of the Special Charge an amount of \$45,211.46.**
6. **The Special Charge will commence on 1 July 2018.**
7. **For the period of the Scheme, the Special Charge will be assessed by calculating a Special Charge that is based on the length of the frontage of the properties included in the Scheme and the area of the driveway access which a property included in the Scheme has to the Roads.**
8. **The area for which the Special Charge is declared is all of the land shown on the plan set out in the Schedule forming a part of this declaration of Special Charge (Schedule 1).**
9. **The land in relation to which the Special Charge is declared is all of the rateable land described in the listing of rateable properties set out in the Schedule forming a part of this proposed declaration of Special Charge (Schedule 2).**
10. **The Special Charge will be declared, assessed and levied in accordance with the amounts set out alongside each property in the Schedule forming a part of this declaration (Schedule 2) such amounts having been assessed based on the criteria and methodology set out in paragraphs 2 and 7.**

9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme (cont.)

11. **The Special Charge will be levied by the Council sending a notice of levy annually to the persons who are liable to pay the Special Charge.**
12. **Because the performance of the function and exercise of the power in respect of which the Special Charge is declared and levied relates substantially to capital works, the Special Charge will be levied on the basis of an instalment plan being given to ratepayers which will require that –**
 - **Quarterly instalments are to paid over a 10 year period, or as otherwise negotiated; and**
 - **Quarterly instalments will include a component for reasonable interest costs, the total of which will not exceed the estimate borrowing cost of Council in respect of the construction of the Roads by more than 1%.**
13. **The Council will consider cases of financial and other hardship and reconsider other payment options for the Special Charge. There will be no incentives given for payment of the Special Charge before the due dates for payment.**
14. **For the purposes of having determined the total amount of the Special Charges to be levied under the Scheme, the Council considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act (and in accordance with the Calculation of the Maximum Total Levy) that the estimated proportion of the total benefits of the Scheme to which the performance of the functions and exercise of powers relate (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Special Charge is in a ratio of 1:1 or 100%. This is on the basis that, in the opinion of the Council, there are no properties in the Scheme area which receive a special benefit and which are not required to pay the Special Charge and there are no clear, tangible and direct broader community benefits.**
15. **Further to the special benefit recorded in paragraph 3 of this declaration, the Council records that, without limitation, it considers that the works to be provided under the Scheme will generally:**
 - a. **improve vehicular access to and from the properties abutting on or accessing the Road via the works, and**
 - b. **enhance the amenity and character of the land and the local area.**
16. **Notice be given to all owners of properties included in the Scheme of the decision of Council to declare and levy the Special Charge commencing on July 1, 2018, and the reasons for the decision.**



9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme (cont.)

17. For the purpose of paragraph 16, the reasons for the decision of Council to declare the Special Charges are that:
- a. There is no objection to the Scheme and it is otherwise considered that there is broad support for the Special Charge from all property owners;
 - b. Council considers that it is acting in accordance with the functions and powers conferred on it under the *Local Government Act* 1989, having regard to its role, purposes and objectives under the Act, particularly in relation to the provision of proper, safe and suitable roads and property services in the Scheme area;
 - c. All persons who are liable or required to pay the Special Charge and the properties respectively owned by them will receive a special benefit in the form of an enhancement or maintenance in land values and/or a maintenance or enhancement in use, occupation and enjoyment of the properties;
 - d. The basis of distribution of the Special Charge amongst those persons who are liable or required to pay the Special Charge is considered to be fair and reasonable;
 - e. The works proposed by the Scheme are consistent with the policies and objectives set out in the Planning Scheme for the area; and
 - f. The works proposed for the construction of the Road are necessary, reasonable, not excessive, sufficient, suitable and not costly having regard to the locality or environment and to the probable use of the Road.
18. Separately, Council commit an allocation of \$280,000 within the 2018/19 budget to complete Stage 2 of the Campbell Street Enhancement Project early in the 2018/19 year.

10/18 **CRS MASON/WILLIAMS** : *That the Recommendation be adopted.*

CARRIED

Background

Council directed that public notice of the intention to declare a Special Charge be given in the Euroa Gazette and the Age. The dates of publication were

Age	25/09/2017
Euroa Gazette	27/09/2017

Council also directed that separate letters enclosing a copy of the notice be sent to the owners of properties within the Special Charge area. The letters were posted 25 September 2017.

The advertisement advised that:

Any person may make a written submission to the Council under sections 163A and 223 of the Act.

9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme (cont.)

In addition, any person who will be required to pay the Special Charge to be imposed by the proposed declaration has a right to object to the proposed declaration and may also make a written objection to the Council under section 163B of the Act.

Submissions

No submissions were received in relation to this matter at the time of closing for submissions on Thursday 26 October 2017 at 5:00pm.

That outcome was noted by Council at a Special Council meeting held on 31 October 2017. At the Special Council meeting Council resolved to "Formally determine the outcome of the intention to declare the Special Charge at the Ordinary Council meeting to be held Tuesday November 21, 2017 commencing at 6.00pm at the Euroa Community Conference Centre".

Alternative Options

The author has considered potential alternative courses of action. No feasible alternatives have been identified.

Council does have the option of not proceeding with the Scheme, however, if Council were to decide not to proceed with the Scheme, it is considered that such a decision, based on the consultation undertaken to date, would disappoint a majority of landowners.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

Council has already commenced a 'Campbell Street Enhancement Project' (Project). The Project will achieve an overall redirection of stormwater from certain properties having a Campbell Street or Palmer Avenue alignment and deliver traffic and parking related infrastructure improvements. A staged delivery of the Project, in the form of Stage 1 and Stage 2 works, is planned. (Refer attached staging plan) (**Attachment 3**)

For Stage 1, Council has already provided funding in its 2017/2018 budget. This includes –

- The provision of a drainage redirection from Palmer Avenue to Campbell Street and a new stormwater pipeline from Palmer Avenue to Bury Street on the east side of Campbell Street;
- The widening of the road for additional parking on the east side of Campbell Street, between Palmer Avenue and Bury Street;

9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme (cont.)

- The provision of a turning lane at the Clifton/Campbell Streets intersection (funded by VicRoads); and
- The filling in and decommissioning of redundant drainage infrastructure from Palmer Avenue to Bury Street within certain properties.

For Stage 2, proposed for construction early in the 2018/2019 year, the works would include –

- A new stormwater pipeline from Clifton Street to Palmer Avenue on the East side of Campbell Street; and
- The widening of the road for additional parking on the east side of Campbell Street, between Clifton Street and Palmer Avenue.

The 'Campbell Street and Palmer Avenue Special Charge Scheme' proposal (*Special Charge Scheme* or *Special Charge*) would – as a part of the Stage 2 works – provide for additional kerb and channel, nature strip construction and upgraded driveway crossings and access to properties in the Project area (all to be constructed within the staged boundaries and timeframes of the Project in order to achieve economies of scale in construction cost and progressive completion of the streetscape).

The Special Charge Scheme works will only be able to be completed if the stage 2 works proceed in the same timeframe. This requires Council to also consider allocating funding for Stage 2 of the Campbell Street Enhancement Project. The current estimate for Stage 2 works is \$280,000.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

A statement indicating that the report does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

Council introduced the project to residents via a "Special Charge Scheme Process" document which identified the benefits, the consultation, design processes and time frames. Council has been able to complete the design and develop the scheme generally as originally proposed.

9.2.1 Campbell Street / Palmer Avenue Special Charge Scheme (cont.)

Attachments

1. Schedule 1 to the Declaration of Special Charge (Plan of the Area)
(incorporated in and forming a part of the Declaration of Special Charge)
2. Schedule 2 to the Declaration of Special Charge (Listing of Rateable
Properties and Amounts Payable by Special Charge Contributions)
(incorporated in and forming a part of the Declaration of Special Charge)
3. Campbell Street Enhancement Project Staging Plan



SCHEDULE 1

Campbell/Palmer Special Charge Scheme Plan of Scheme Area

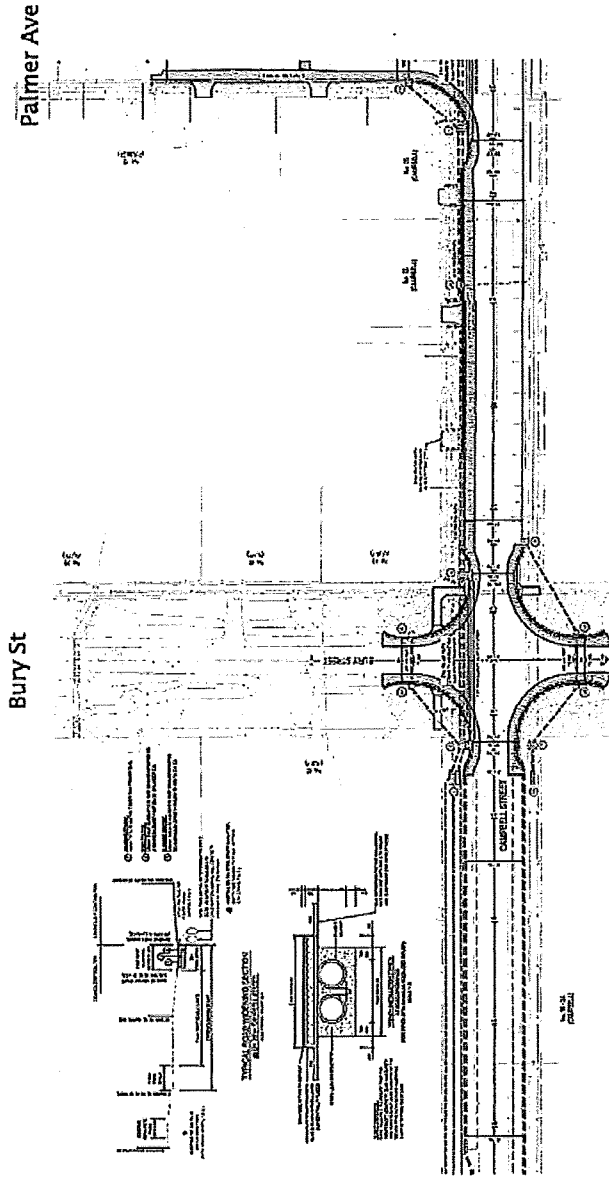


SCHEDULE 2

Campbell/Palmer Special Charge Scheme
Listing of Rateable Properties and Amounts Payable by Special Charge Contributors

Property	Assessment Number	Legal Description	Total
45 Bury St	11800120.0000	LOT 1 TP163222	7717.80
23 Campbell St	12000010.0000	LOT 1 LP124033	4625.84
25 Campbell St	12000020.0000	LOT 2 LP124033	6688.92
12 Palmer St	18150100.0000	LOT 3 LP124033	3208.64
39 Bury St	11800100.0000	LOT 1 TP162242F	495.78
9 Palmer St	12000025.0000	LOT 8 LP17479	2437.59
11 Palmer St	12000025.0000	LOT 9 LP17479	2437.59
27 Campbell St	12000030.0000	LOT 10 LP17479	1219.46
29 Campbell St	12000030.0000	LOT 11 LP17479	8753.34
62 Clifton St	12400150.0000	LOT 1 TP555074	7626.51
Cost of Scheme			45211.46

Campbell Street Enhancement

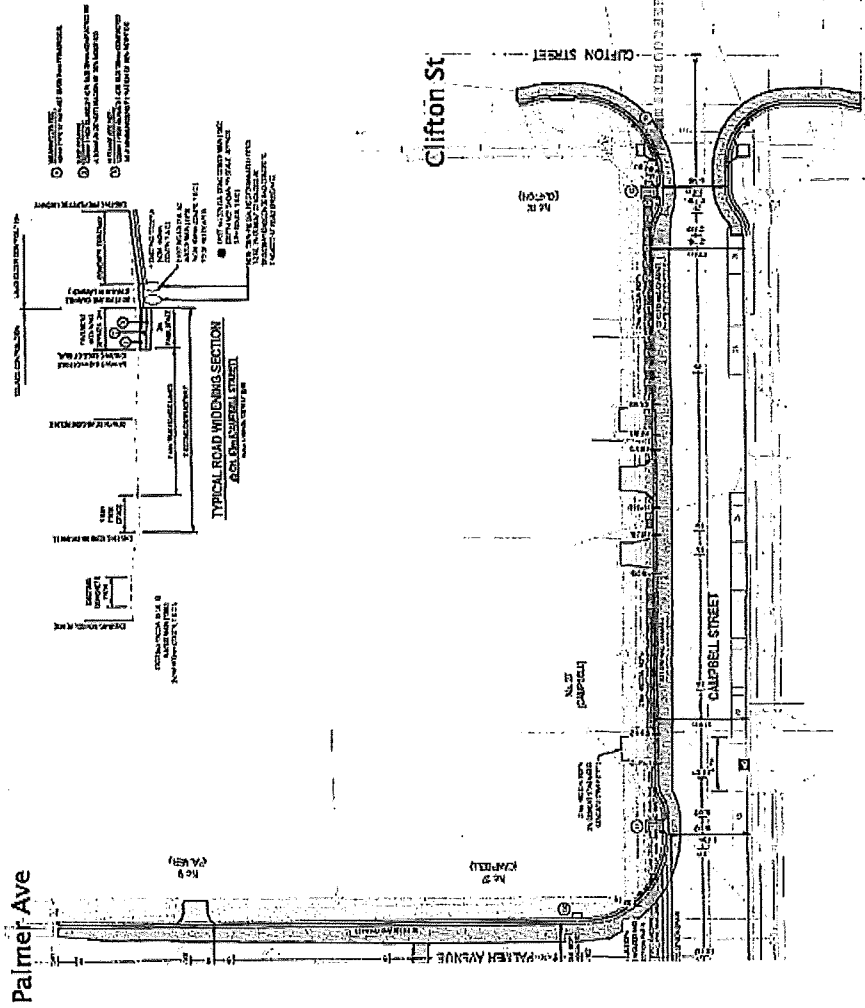


- Stage 1**
- Underground drainage & parking by Council
 - Possible kerb & channel work out of Palmer Ave, along Campbell St East and into Bury St, nature strips and new crossings by landowners.



Campbell Street Enhancement

Palmer Ave



Stage 2

- Underground drainage & parking by Council
- Possible kerb & channel work out of Palmer Ave, along Campbell St East and into Clifton St, nature strips and new crossings by landowners.

9.2.2 Kippings Road and Richards Lane, Strathbogie

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

In response to landowner's request, road improvement work has been implemented and further works proposed on Kippings Road and Richards Lane, Strathbogie.

Funding for further work could be raised via a Special Charge Scheme.

RECOMMENDATION

That Council hold an initial "Update Meeting" with landowners who front Kippings Road, between Polly McQuinns and Richards Lane, and landowners who front Richards Lane, to discuss the project and the potential commencement of a Special Charge Scheme process.

CRS STOTHERS/SWAN -

Amendment:

That Council not go through with a Special Charge Scheme process.

11/18

ON BEING PUT, THE AMENDMENT WAS LOST

CRS SWAN/MASON -

Amendment:

That Council hold an initial Meeting with landowners who front Kippings Road, between Polly McQuinns and Richards Lane, and landowners who front Richards Lane, to discuss the project, and provide a further report to Council.

12/18

ON BEING PUT, THE AMENDMENT BECAME THE MOTION

13/18

ON BEING PUT, THE MOTION WAS CARRIED

Background

Council was advised of the landowner's need for road improvement at the Council meeting held 18 April 2017, at the Strathbogie Hall.

9.2.2 Kippings Road and Richards Lane, Strathbogie (cont.)

A meeting with landowners and their truck transport operator was held on 11 May 2017.

As a result of the initiative, the following has occurred: -

1. Signage improvements have been made – refer attached signage plan.
2. Richards Lane has been assessed for upgrade from Class 0 to class 1 in Council's program. It is listed for funding in a future year. It requires expenditure of \$24,750 to provide a maintainable pavement.
3. Road improvement works have been scoped and costed, to include
 - Intersection improvements at both Polly McQuinns/Kippings Roads and Kippings Road/ Richards Lane.
 - Widening of Kippings Road to accommodate 2 way traffic at crests and corners, up to Richards Lane.
 - Corduroy of the spring, and
 - Pavement strengthening.

The estimated cost of the work is \$180,000.

In addition, routine maintenance was undertaken in July, for which residents sent a message of appreciation.

Officers Comments

Funding for the project could be raised by a Special Charge Scheme. It may be a simple matter to determine the ratio of special benefit to frontagers to that of the wider community. Council would need to contribute funding to reflect the benefit to the wider community.

Alternatively the project could be referred for full Council funding to the annual Council Plan and Budget process.

Alternative Options

No other options have been identified. The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

None other than those described elsewhere in this report.

9.2.2 Kippings Road and Richards Lane, Strathbogie (cont.)

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community

Community Implications

The author of this report considers that there are no community implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council

Consultation

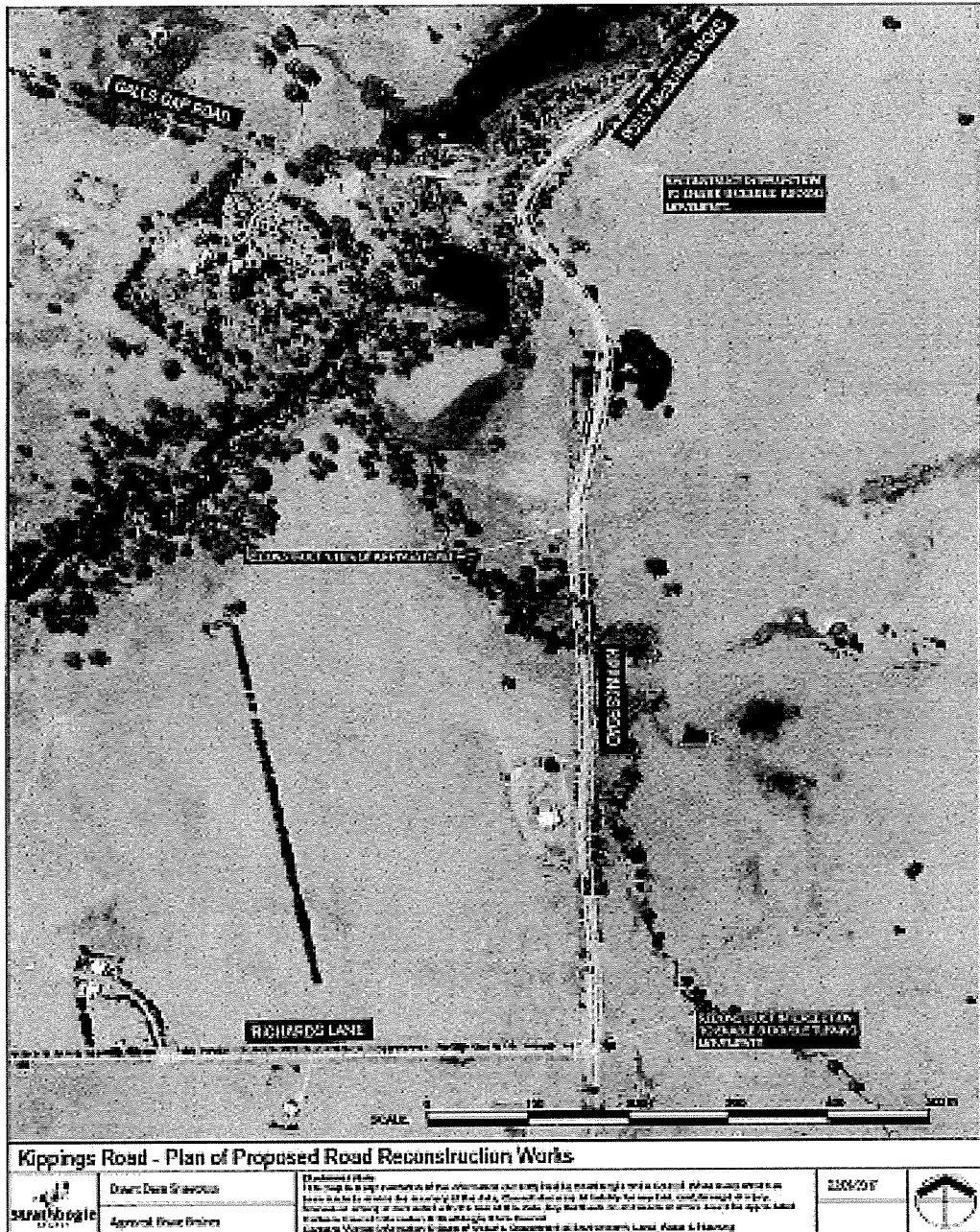
Should Council wish to proceed via Special Charge Scheme, a process document would be developed to guide the consultation and detailed design work.

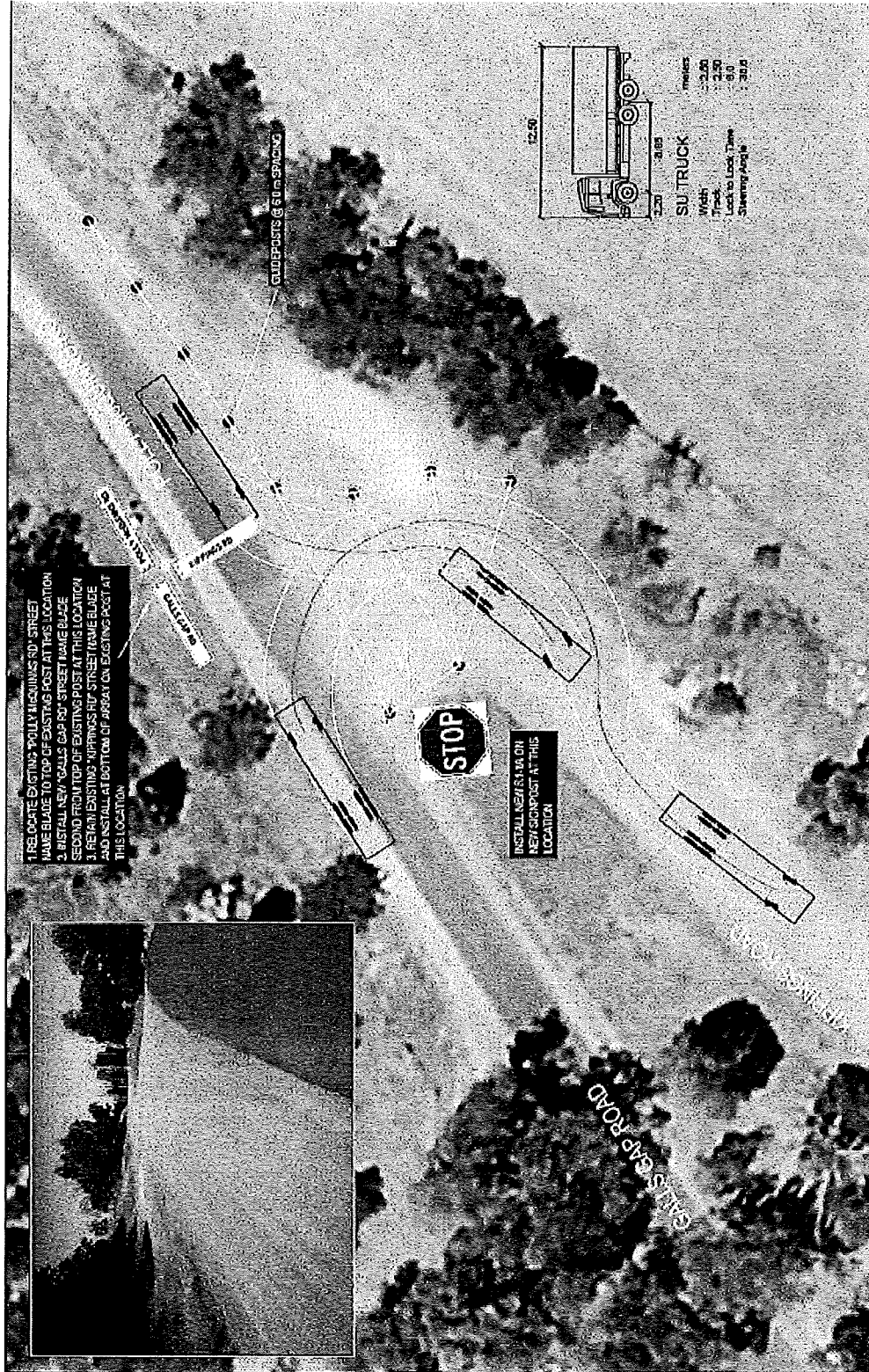
Attachments

- Signage Plan
- Plan of proposed works



Plan of Proposed Works





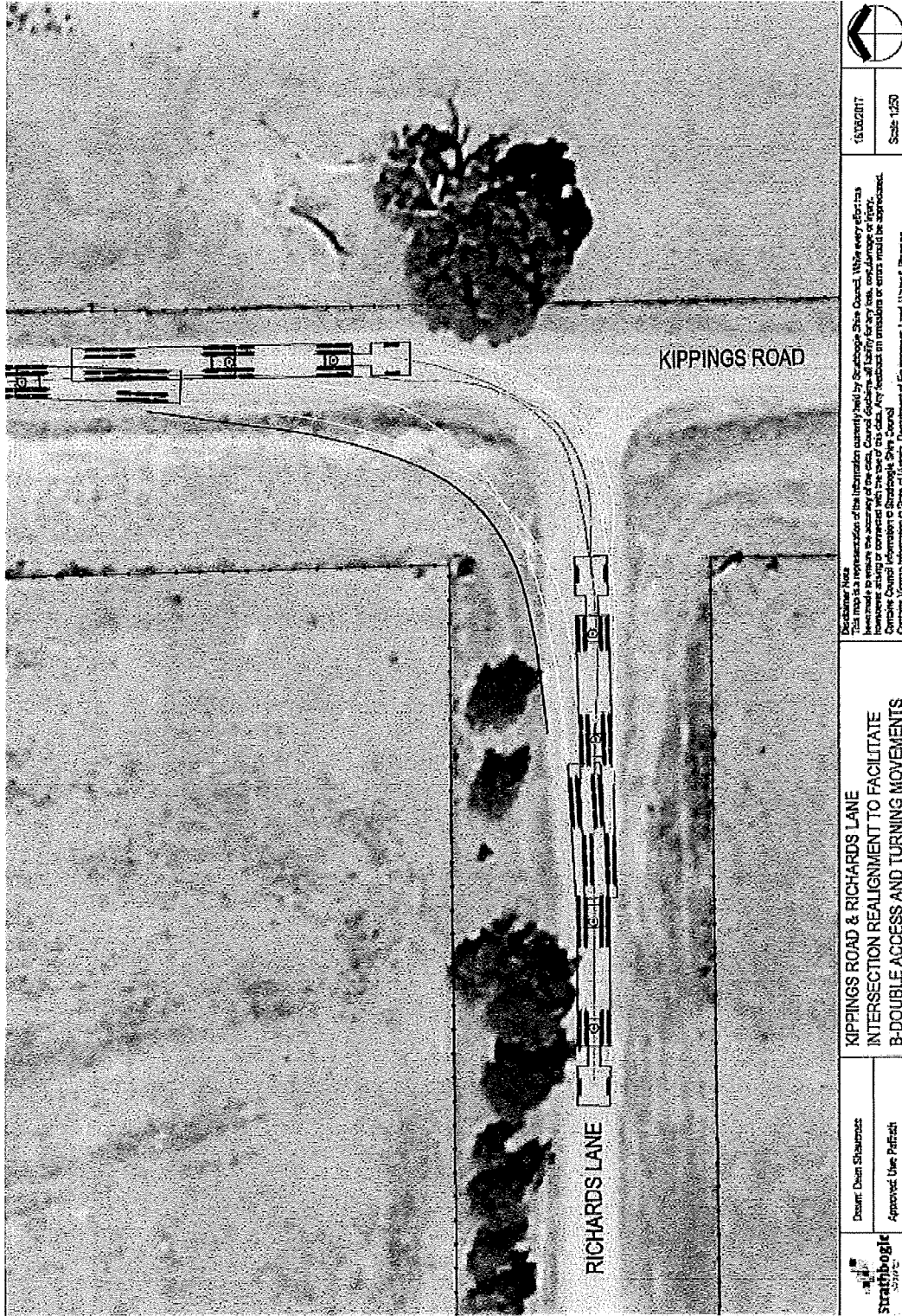
Strathbogie
2017

Donec Dean Skelton
Approved: Uwe Patrauh

**KIPPINGS ROAD & POLLY McQUINN'S ROAD
INTERSECTION REALIGNMENT - IMPROVED
OBSERVATION ANGLE**

140522017
Scale: 1:250

Disclaimer Note
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Council's Address: 1000 Main Street, Strathbogie, NSW 2870
Council's Phone: 08 9392 1234
Council's Fax: 08 9392 1235



9.2.3 Foreshore Walk at Nagambie between Jacobsons Outlook and Bryde Street

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Design details for the Nagambie Foreshore Walk have been finalised for Council's consideration. The work has been complex, aiming to balance the needs of various property and business owners, jetty licence arrangements, multiple agency interests in the waterway and water quality and environmental considerations.

The project is now at the stage of application for necessary approvals.

RECOMMENDATION

That Council -

- 1. Accept the design elements included in the Nagambie Foreshore Walk Project.**
- 2a. Formally request Goulburn-Murray Water consent for: -**
 - Planning Application**
 - Water on Works at Waterline**
 - Extension of license as works proceed**
 - Proposed leasing of "private" pens**
- 2b. Formally request Goulburn Broken Catchment Management Authority Works on Waterways approval.**
- 3. Make application for Planning Consent for the project.**
- 4. Hold an information session on the project for the Community.**

14/18 CRS SWAN/MASON : That the Recommendation be adopted.

CARRIED

Background

Project History

The history of development of the project is summarised as follows: -

December 2014

Initial meeting of abutting landowners to discuss the condition of the foreshore which was realised when vegetation overgrowth was removed. (Refer Attached photos).



9.2.3 Foreshore Walk at Nagambie between Jacobsons Outlook and Bryde Street (cont.)

2015

Subsequent meetings of abutting landowners, jointly with Goulburn-Murray Water and Goulburn Valley Water representatives, chaired by the Mayor and with Chief Executive Officer and Director, Asset Services in attendance.

Achievements

- Agreement on redevelopment concept to include: -
 1. Bank and retaining wall stability and support
 2. Pedestrian access along foreshore and to businesses
 3. Inclusion of water front boat parking
 4. Service vehicle access.

All on the basis that Council's existing foreshore lease would be extended to include the development area as the work proceeds.

- Initial survey work completed, jointly funded by council and foreshore landowner (Goulburn-Murray Water) - \$2,500 each
- An application prepared for Regional Development Victoria funding of design work as part of the Nagambie Waterways Economic Opportunities Study, with contribution to be made by Council and Goulburn-Murray Water - \$22,500 each.

2016

Regional Development Victoria funding received with the targets in the proposed study separated into

- The foreshore walkway design, and
- A tourism infrastructure development business case.

Design Elements

The design provides for

- An extension of boardwalk of 170 metres from Jacobsons Outlook for Bryde Street.
 - A shared pathway located on GMW freehold land
 - Disability Discrimination Act compliant
 - Access to business
 - Solar Lighting
- Rearrangement of existing access from High Street to the boardwalk through Jacobsons Outlook.
 - Pathway and gabions replaced with shared pathway.
 - Increasing the grassed open space to match that to be occupied by the new Visitor Information Centre. No nett loss achieved.
- The development of three floating marina boat access parking facilities.
 - Secured by driven piles.
 - One marina to have pens leased to frontages at market value or as otherwise determined by Council, to compensate for loss of existing jetties and opportunity for new jetties.
 - One ramp to be Disability Discrimination Act compliant for access to any commercially operated boats.

9.2.3 Foreshore Walk at Nagambie between Jacobsons Outlook and Bryde Street (cont.)

- Upgrading of drainage infrastructure.
 - Extension of Council's outfall drain to the lake alignment and filling of the inlet.
 - Provision of gross pollutant traps with potential for stormwater pumping for reuse.
- Vehicle turnaround and property access at Bryde Street.

Design drawings showing the overall layout and the Jacobsons Outlook access are attached.

Nagambie Tourism Infrastructure Development Business Case

The Foreshore Walk is one of seven projects examined in the business case. It concludes that the completion of all seven projects "creates the greatest level of net state and regional economic benefits".

The business case is currently before State Government for consideration of funding.

Officers Comments

To be shovel ready for funding, Council should now act to secure necessary approvals.

- Planning Approval
- Formal Goulburn Murray Water consent for
 - Planning Application
 - Works on waterline
 - Extension of licence as works proceed
 - Proposed leasing of "private" pens
- Goulburn Broken Catchment Management Authority Works on Waterline permit

Alternative Options

No other options have been identified other than those presented in this report.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The current estimate for the overall project is \$862,622 (ex GST). It includes: -

- | | |
|---------------------------|-----------|
| - Rearrangement of access | \$68,430 |
| - Floating marinas | \$360,000 |
| - Drainage Works | \$60,000 |
| - Project Management | \$28,000 |

The cost identified in the business case is \$710,200.

9.2.3 Foreshore Walk at Nagambie between Jacobsons Outlook and Bryde Street (cont.)

It is possible and may be necessary to complete the project in two stages depending on available funding.

Funding sources could include: -

- State or Federal Government
- Council
- Developer contribution or works by Developers
- Abutting landowners, potentially via a Special Charge Scheme.

The cost of proceeding to obtain the necessary approvals will be in the order of \$8,000. This is available in the Strategic Projects budget.

Economic Implications

The economic implications identified in the business case are significant. The proposed total investment of \$16.4M has a forecast benefit to cost ratio, BCR of 5.6.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community

Community Implications

The community, with its focus on the lake, and lakeside activity, will derive significant benefit from the redevelopment of the foreshore into a boardwalk extension. The boating community will appreciate the integrated boat parking facility.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council

Consultation

- The abutting landowners, as a group, have assisted during 2015 to develop the project.
- The CEO and Director Asset Services have met with individuals to discuss the detailed design as it proceeded.
- Business owners and the Nagambie Lakes Tourism and Commerce Group were engaged to develop the overall business case.
- The Planning Approval process will provide an opportunity for landowners and business to have further input, and for Community to consider the project and to provide its input.

Council may wish to hold an information session for the Community as the approval processes commence.

The session could highlight the transformative nature of the project and its value in terms of port facilities for the town, and overall State & Regional economic benefits.

9.2.3 Foreshore Walk at Nagambie between Jacobsons Outlook and Bryde Street (cont.)

Attachments

1. Photos (4) – Existing conditions at 19/12/2016
2. Design drawings



1. Existing conditions 19/12/2016

GMR ENGINEERING SERVICES
STRATHBOGIE Shire Council

Ref: GMR16.023



PHOTOGRAPH No.3. Looking north from Rowing Club 19/12/16.



PHOTOGRAPH No.4 Looking south from The Jetty 19/12/16.

8 Selected Site Photos



PHOTOGRAPH No.1. Looking north from Jacobson's Reserve 19/1/17.



PHOTOGRAPH No.2. Looking south from Jacobson's Reserve 19/1/17.

9.2.4 Nagambie Toilet Block Development – High Street, Nagambie

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

This report brings forward options for the Nagambie Toilet Block development for Council's consideration.

RECOMMENDATION

That Council -

- 1. Commence community consultation in relation to options to redevelop the High Street, Nagambie, toilet block.**
- 2. Refer to the Tourism, Arts and Culture Advisory Group and the Access and Disability Advisory Committee to provide input.**

15/18 **CRS SWAN/STOTHERS** : *That the Recommendation be adopted.*

CARRIED

Background

Council provided funding of \$100,000 in its 2017/18 Budget to fund the development. Options 1 drawings were available at that time. That option provided for: -

- Retention of the existing toilet, and
- Provision of an additional free standing disabled access toilet, a change room and a feature wall of art work.

Since that time, the architect has developed enhanced options which provide all new building elements in a more attractive form. (Refer to attachments – Options 1, 2A and 2B).

Option 2B offers: -

- Improvement in perceived user safety with a general external handwashing area
- A non-gender specific approach, and
- Additional wall area for artwork.

Officers Comments

Option 2B appears most attractive and can be expected to be well received by the Community.

The cost will exceed the \$100,000 available.

9.2.4 Nagambie Toilet Block Development – High Street, Nagambie (cont.)

If the architect was to proceed to design at this time, the cost would be established by February 2018. Council could consider any prospects of receiving additional funding from grant programs and/or providing additional funding at half year budget review or in the 2018/19 budget program.

Alternative Options

The architect has advised that expanding additional toilet cubicles to an “ambulant” standard is also feasible. The width of cubicle would expand by approximately 200mm each.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that there are no other financial / budgetary consideration other than those outlined in this report.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community

Community Implications

Council has an opportunity to provide the Community with improved public toilets.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council



9.2.4 Nagambie Toilet Block Development – High Street, Nagambie (cont.)

Consultation

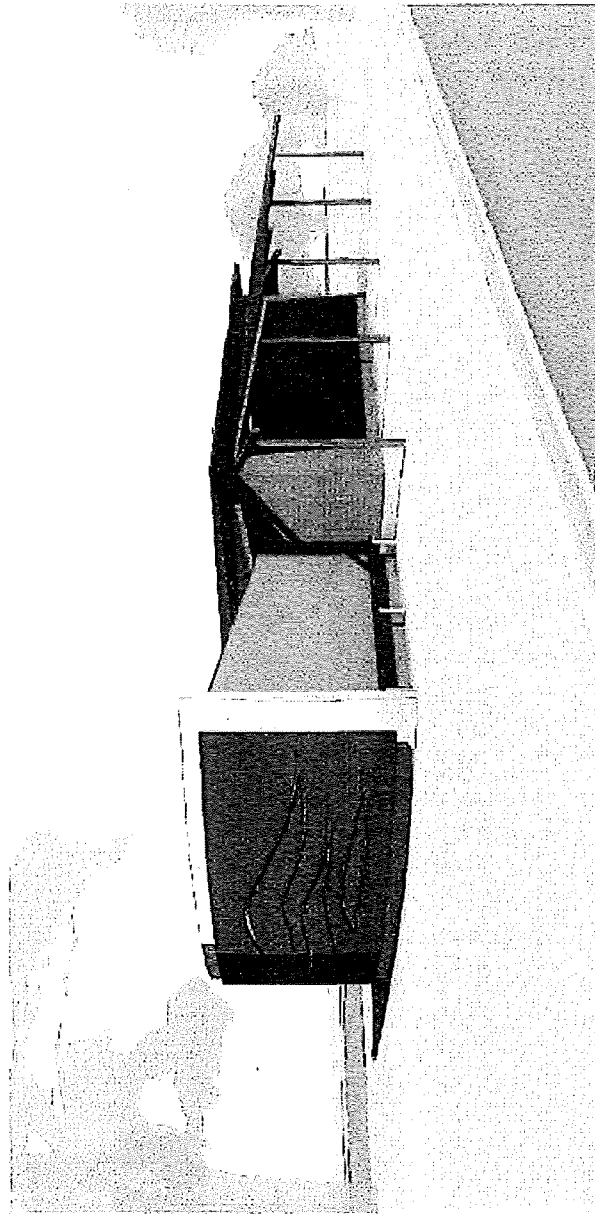
Council can keep the Community informed on the essential elements of this project through a variety of media, such as fact sheets, advertisements, website information or social media posts.

Attachments

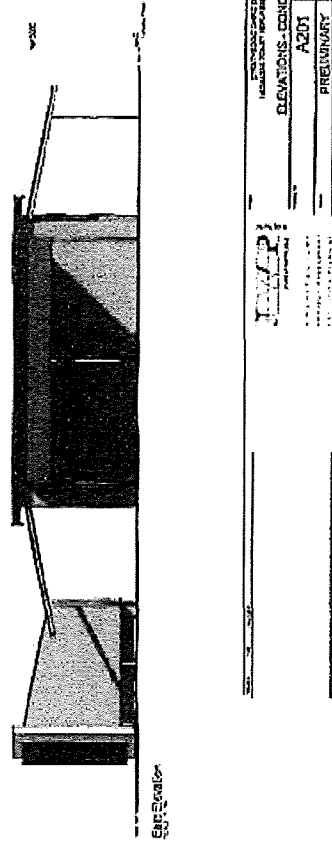
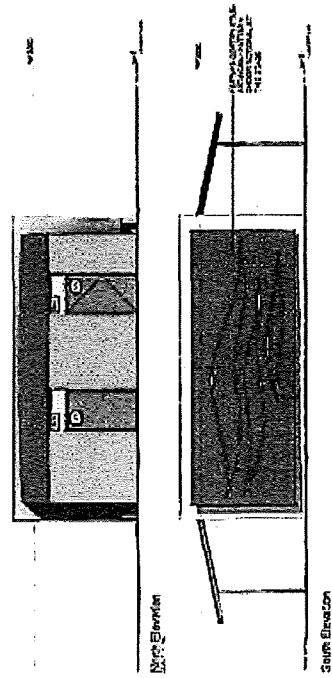
- Option 1 – Elevations Concept
- Option 2A – Site Plan and Floor Plan
- Option 2A – Perspective Drawing
- Option 2B – Floor Plan



Option 1

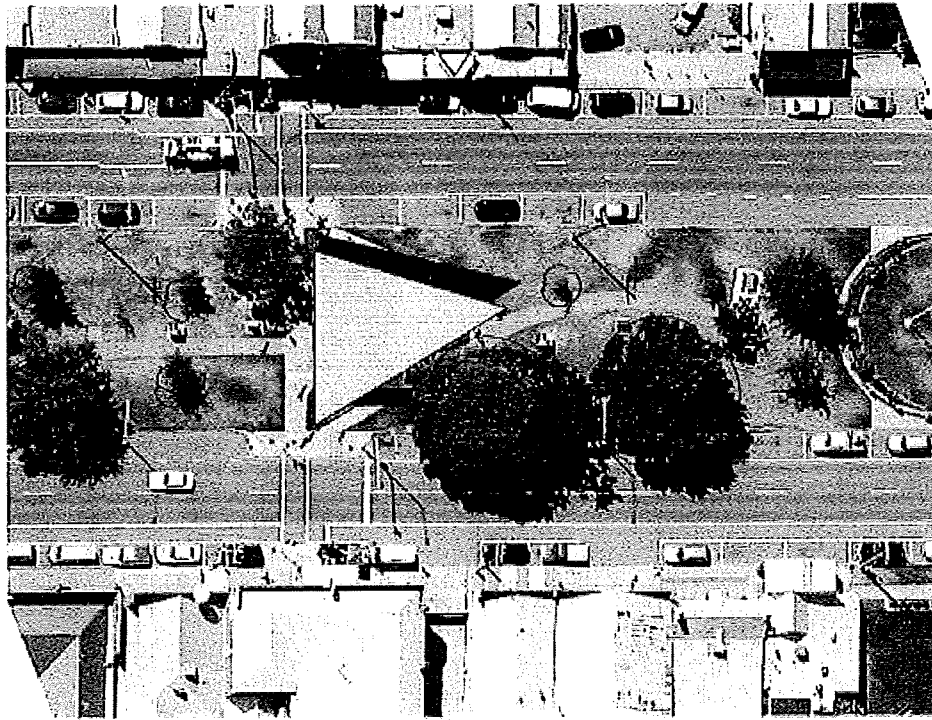


East East 3D View (Column 2)

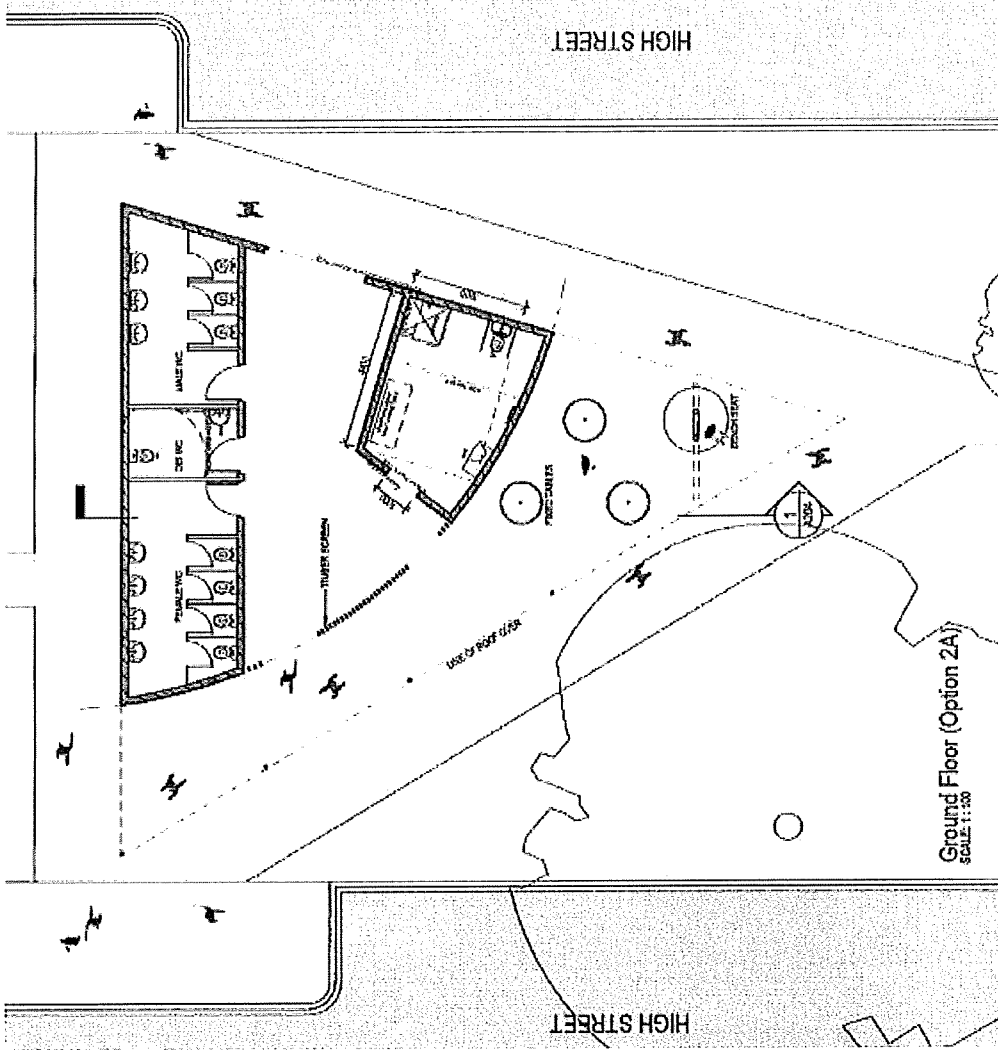


ELEVATIONS - CONCRETE	
AZ01	
PRELIMINARY	

Option 2A

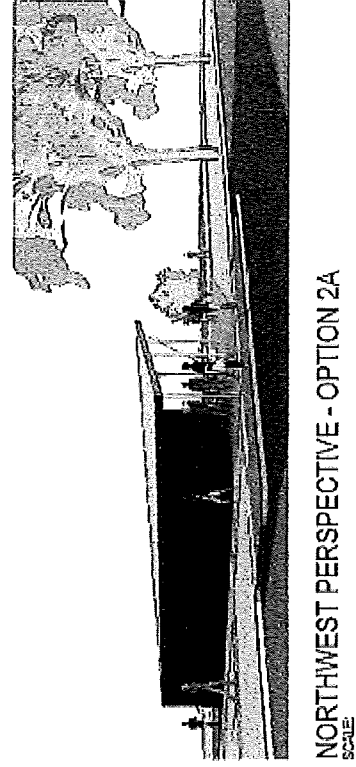
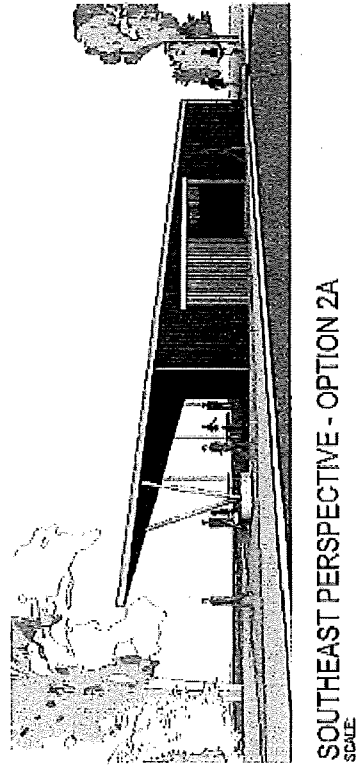
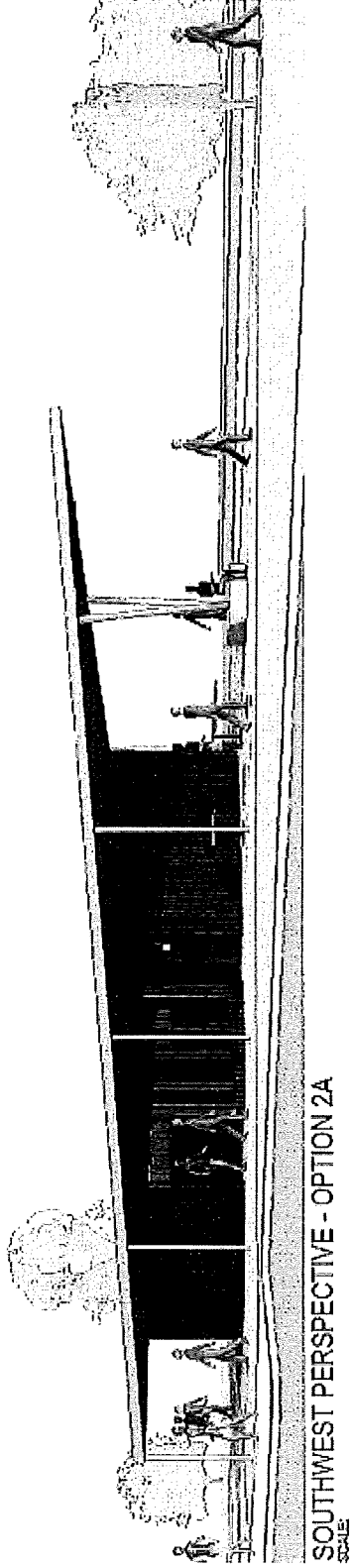


SITE PLAN
SCALE 1:500

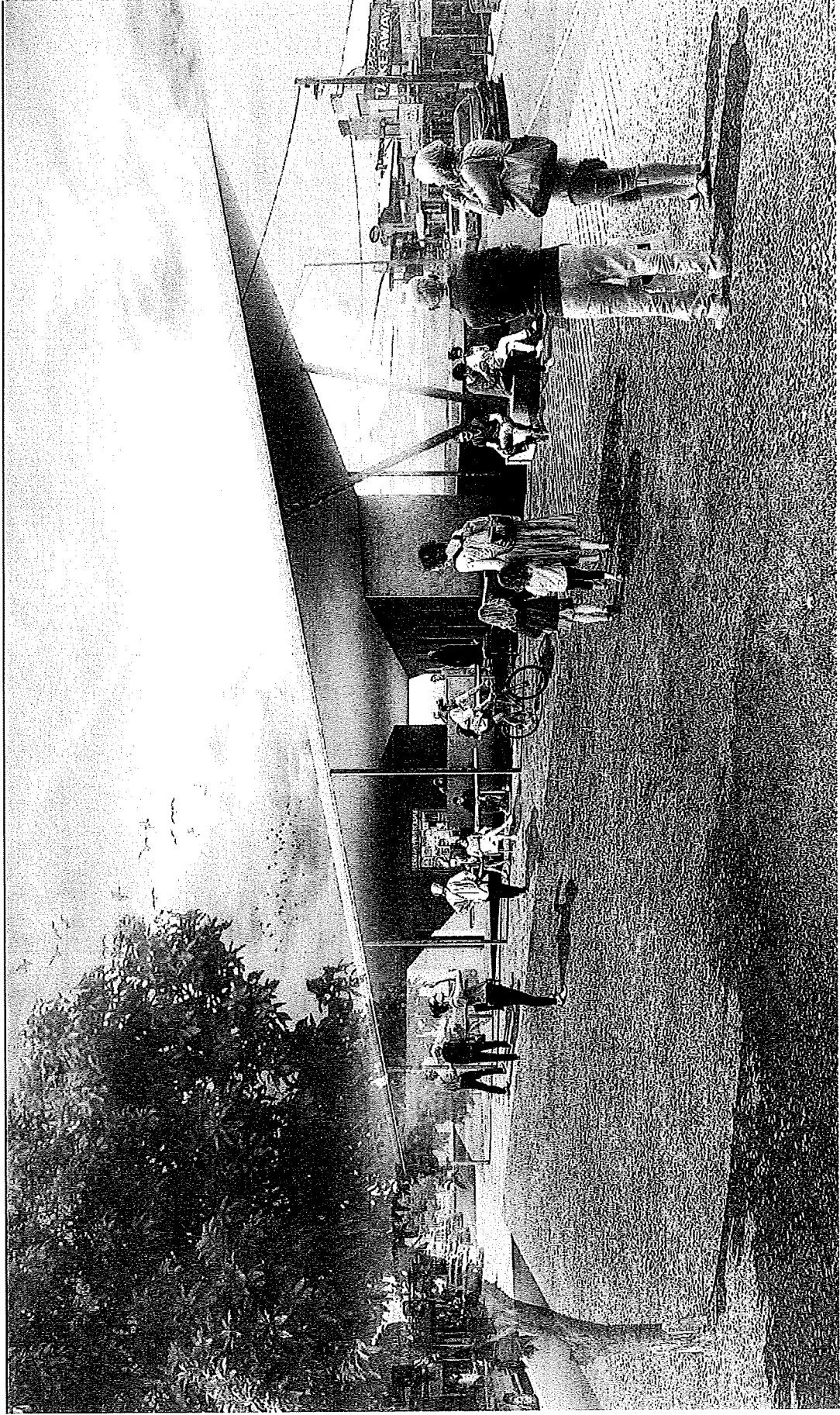


Ground Floor (Option 2A)
SCALE 1:300

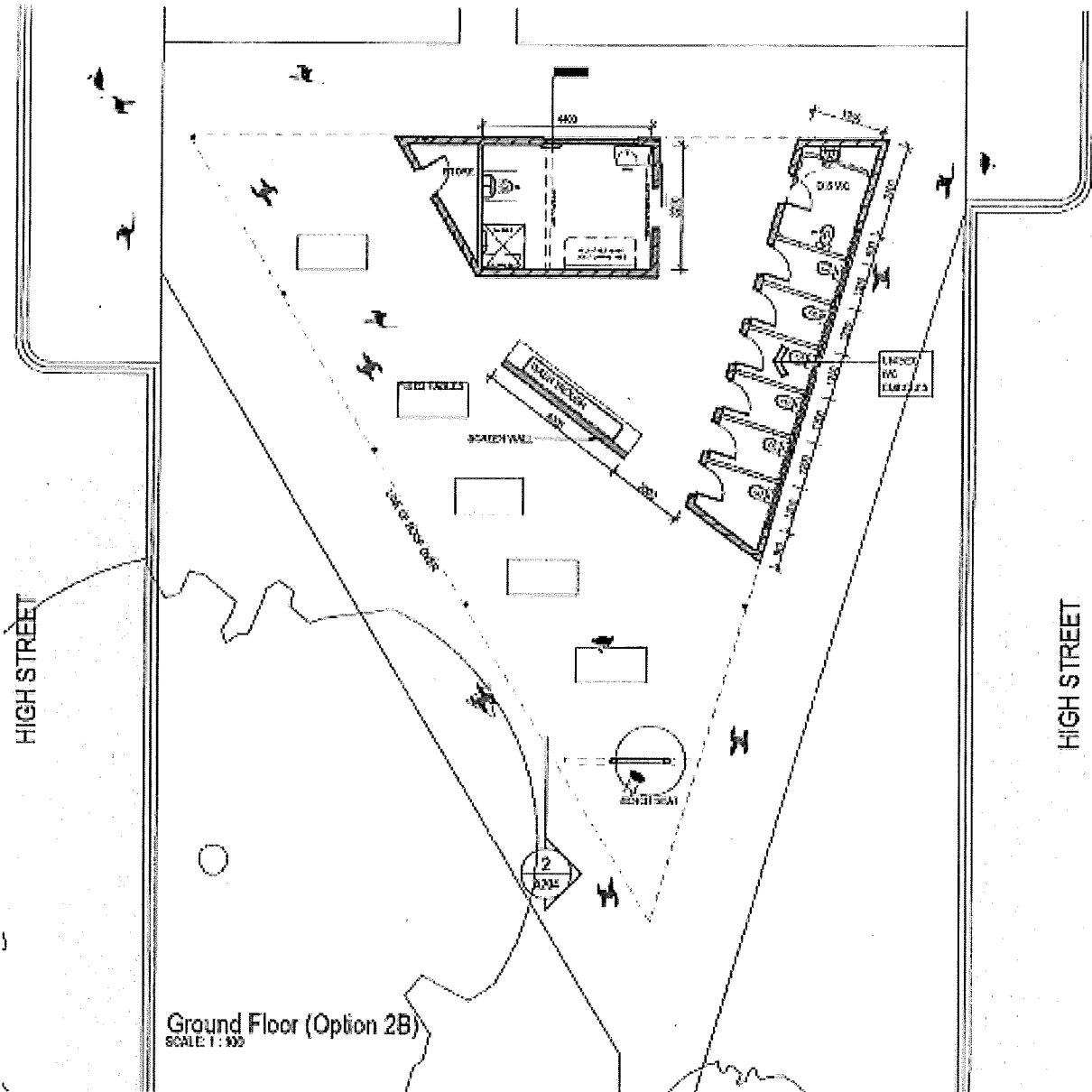
Option 2A – Perspective Drawing



STRATHBOGIE SHIRE COUNCIL ARCHITECTURAL SERVICES	
PROJECT NO	PERSPECTIVE - OPTION 2A
DRAWING NO	A602
DATE	15/11/2017
DESIGNED BY	ARCHITECTURAL SERVICES
DRAWN BY	ARCHITECTURAL SERVICES



Option 2B



9.2.5 Euroa RSL Sub-Branch Clubrooms

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

In response to Euroa RSL advice that expanded facilities are required, Council representatives have met with the sub-branch and subsequently had the attached concept plans prepared for Council's consideration.

RECOMMENDATION

That Council -

- 1. Refer the project for consideration in the 2018/19 Council Plan and budget process.**
- 2. Organise with the Euroa RSL and the Third Age Club to hold a 'drop in' consultation.**

16/18 CRS MASON/WILLIAMS : That the Recommendation be adopted.

CARRIED

Background

The President of the Euroa RSL sub-branch, Mr Phil Munt, raised the need for expanded facilities by letter to Council on 6/07/2017 (refer Attached).

A meeting to discuss the matter was held at the clubrooms on 18/07/2017. It was attended by Ward Councilors, RSL and Third Age Club members, Council's CEO and Director Asset Services, and Architect Bernie Jovaris.

The Architect has prepared the concept drawings (attached) in response to the need identified in the letter and through discussion and inspection at the meeting.

Officers Comments

The concept utilises and expands on the existing building's verandah, whilst minimizing intrusion into the floodplain. It represents an attractive enhancement of the facility.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

9.2.5 Euroa RSL Sub-Branch Clubrooms (cont.)

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The cost of the project will be identified following completion of the design. Design costs are expected to be in the order of \$10,000. This cost can be accommodated within Council's building operations budget.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The Community will benefit from the expanded facilities for Anzac Day commemorations and from the improved amenity of the area.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council

Consultation

All relevant stakeholders have been consulted during the initial design phase and will continue to have input during the remaining design process.

Attachments

- RSL Sub-Branch letter 6/07/2017 (3 pages)
- Architects Concept Drawings (4)



RSL Sub-Branch letter 6/07/2017



P.O. Box 253
Euroa Vic 3666

6.07.2017

Mr S. Crawcour
CEO
Shire of Strathbogie
P.O. Box 177
Euroa Vic 3666

SHIRE OF STRATHBOGIE	
Doc Id:	Chq:
6 JUL 2017	
Refer to:	
Library:	DB/

Dear Steve,

I am writing on behalf of the members of the Euroa RSL sub-branch and as current president I take this opportunity to thank you for making yourself available to discuss the following concerns that we have identified for the future growth of the Euroa Sub-branch.

In the late 1980's Euroa RSL sub-branch identified that due to an ageing membership and the state of disrepair of the memorial hall located at 71 Railway Street, it was deemed that it was neither cost effective or warranted to up-grade the facility. It was decided to approach the then Shire of Euroa to sell the memorial hall and extend onto the Senior citizens building. The purpose for this proposition was that when the sub-branch had served its purpose and there were no further members the building could revert to being part of the senior citizens building.

With this all in mind members in that period could not identify that the Vietnam veterans would become part of the RSL or national service members would be allowed to join nor had the war against terrorism or peace keeping forces from the 1990's would exist. The members had decided that when all WW2 veterans passed on, that would be the end of the RSL as they knew it. Fortunately or unfortunately this has not been the case with a growing number of personnel within our communities becoming reliant on the support of the RSL with varying levels of service and support required to assist today's returned service men and women.

The RSL has also found that there has been a resurgence in the growth of general public now commemorating the various theatres of war including ANZAC day, Remembrance day and



Long Tan day, with the descendants of returned service men and women along with the general public attending the many memorial services that are conducted during the year throughout the country this including Euroa. We also find that many families and returned service men and women are donating their medals, memorabilia and personal effects to local RSL sub-branches to be maintained stored and displayed for the community to see, or be appreciated or witness what was endured during periods of war.

We at Euroa are no different to any other sub-branch located in Australia and find that the size of the RSL club rooms are no longer adequate to meet current needs and like most other local RSL sub-branches are not in a financial position to do anything about this unless you have a pokies licence to generate a significant income to do so.


Some of issues we need to address in the short term and some in the long term however we can determine or prioritise these in our meeting on Friday and over the next few months as we plan the future of the RSL sub-branch here in Euroa. Issues that we need to address are as follows:

- Storage room for past records such as meeting records and financial information that have a statutory period of retention, furniture that we only use on significant occasions such as chairs and tables, lecterns etc.,
- Insufficient space or room to display memorabilia, photos, artefacts etc. that are donated to the sub-branch, this then presents another problem of inadequate security to protect these valuable and significant pieces of history.
- Inadequate facilities for members so that we can provide better services for current or future and potential members to the Euroa RSL sub-branch. With improved facilities and amenities we could then provide a limited staffed venue for members and visitors alike throughout the week.
- If we are to retain the current site, perhaps the development of a matching concrete apron linking bitumen of Kirkland Avenue through to the pathway of the VC park, with the removal of the metal bollards at the pathway which a rusting and causing staining to the current pathway leading to Twomeys bridge, these could be replaced at the roadway entrance by matching bollards as at the Seven Creeks park. This gives direct access for the ANZAC day marchers as they march along Brock Street into VC Park without having to negotiate mud and water as they march onto the new concrete path.
- The existing footpath along the new fence at the VC park needs replacing as it is a patchwork of concrete, this needs to commence from the entrance pathway of the RSL hall to the proposed apron leading to VC Park.
- Would there be suitable grants and assistance from council to negotiate and apply for such work so that we can move forward in the future.
- Also the possibility from council to work with both federal and state governments to develop an historical military trail, this being originally proposed by former local state member Mr Bill Sykes.

- The on-going maintenance of the Avenue of honour in consultation with the members of the Euroa RSL sub-branch, as we find that most of our members due to failing health or mobility is such that we can no longer adequately maintain the Avenue into the future.

I look forward to meeting with yourself, other members of staff and councillors to develop and future plan for the continuance and development of the RSL sub-branch in Euroa and serving the district, regards

Yours Sincerely,

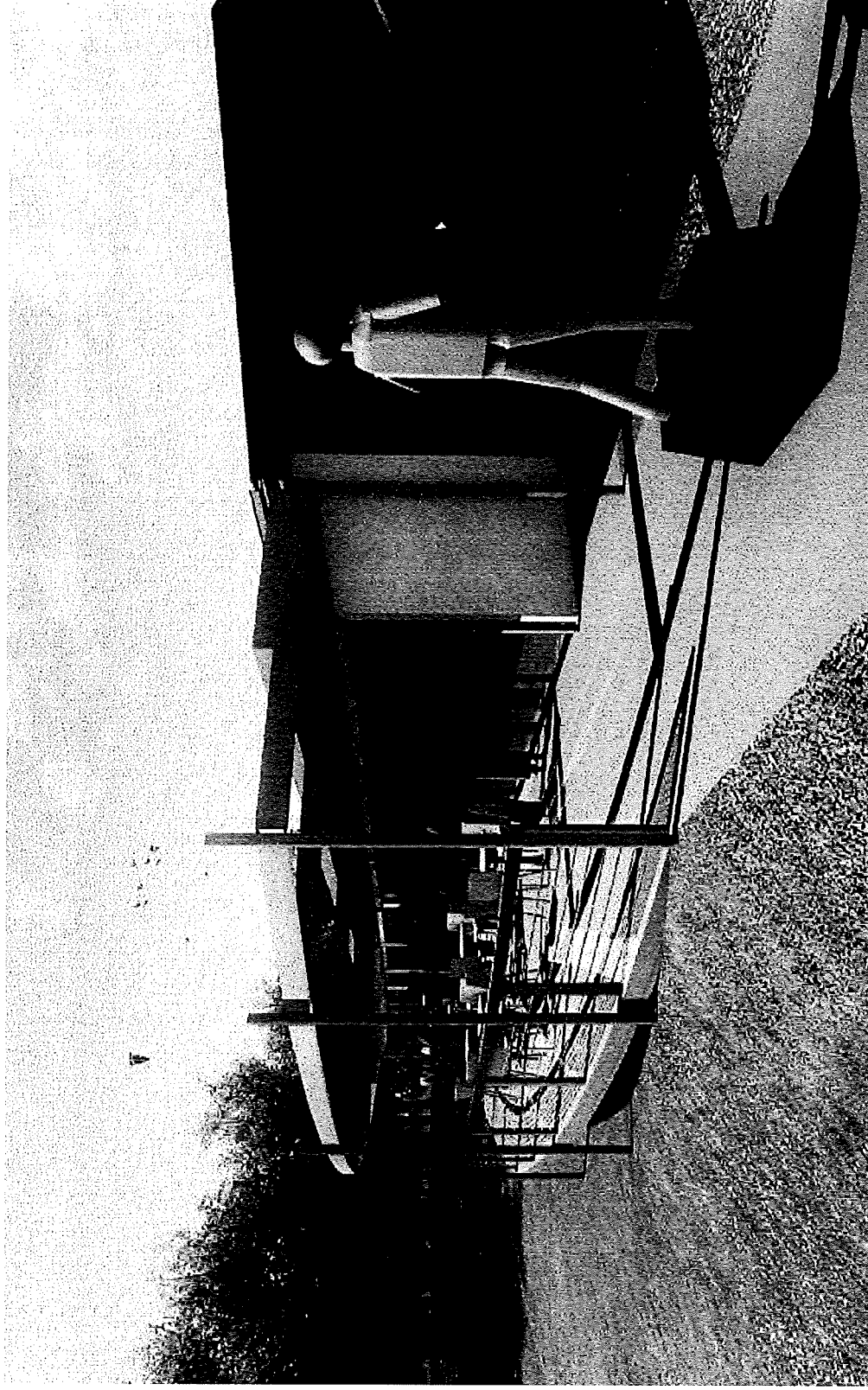


Phil Munt
President





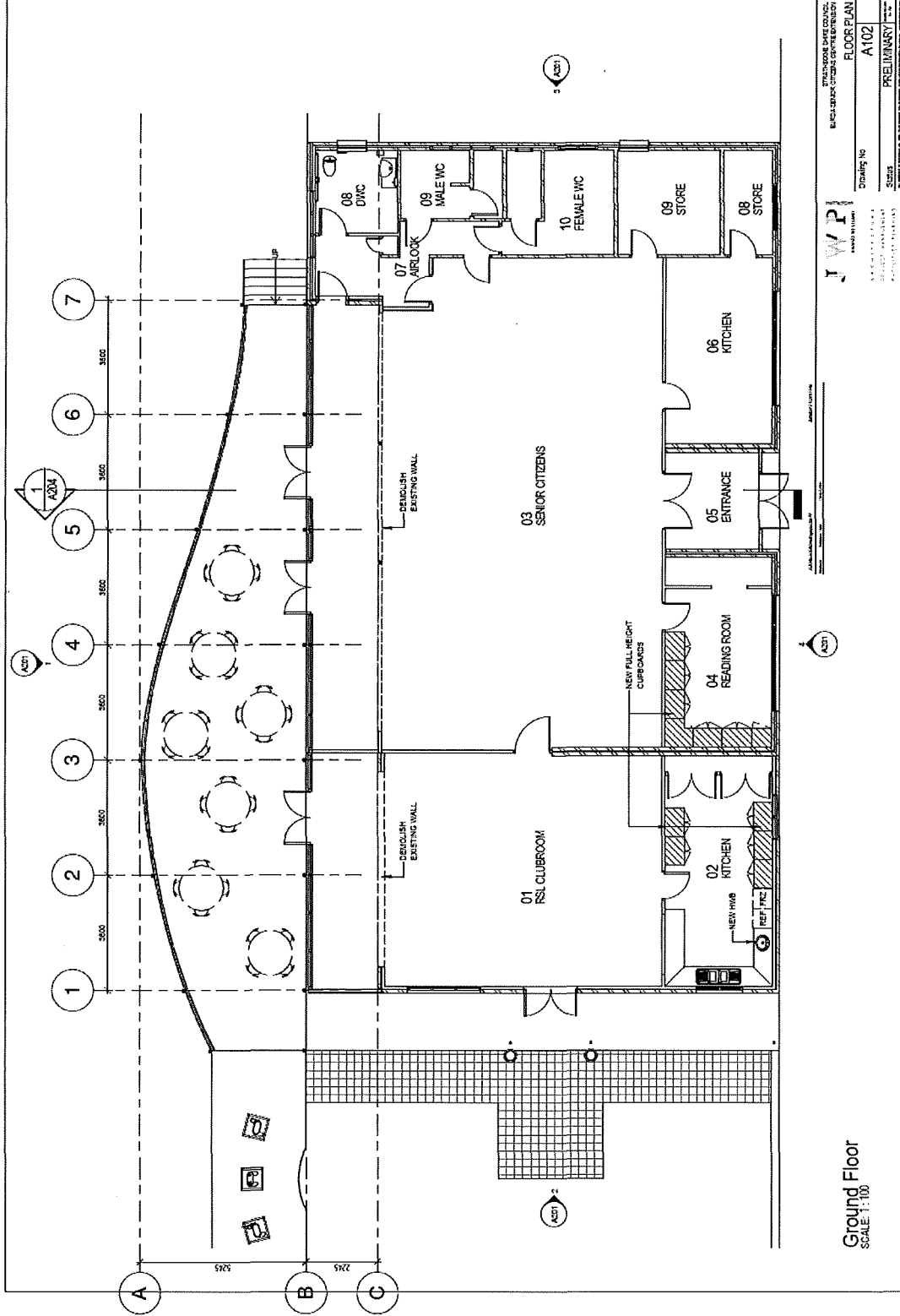
Euroa RSL Clubrooms Expansion - Concept Design



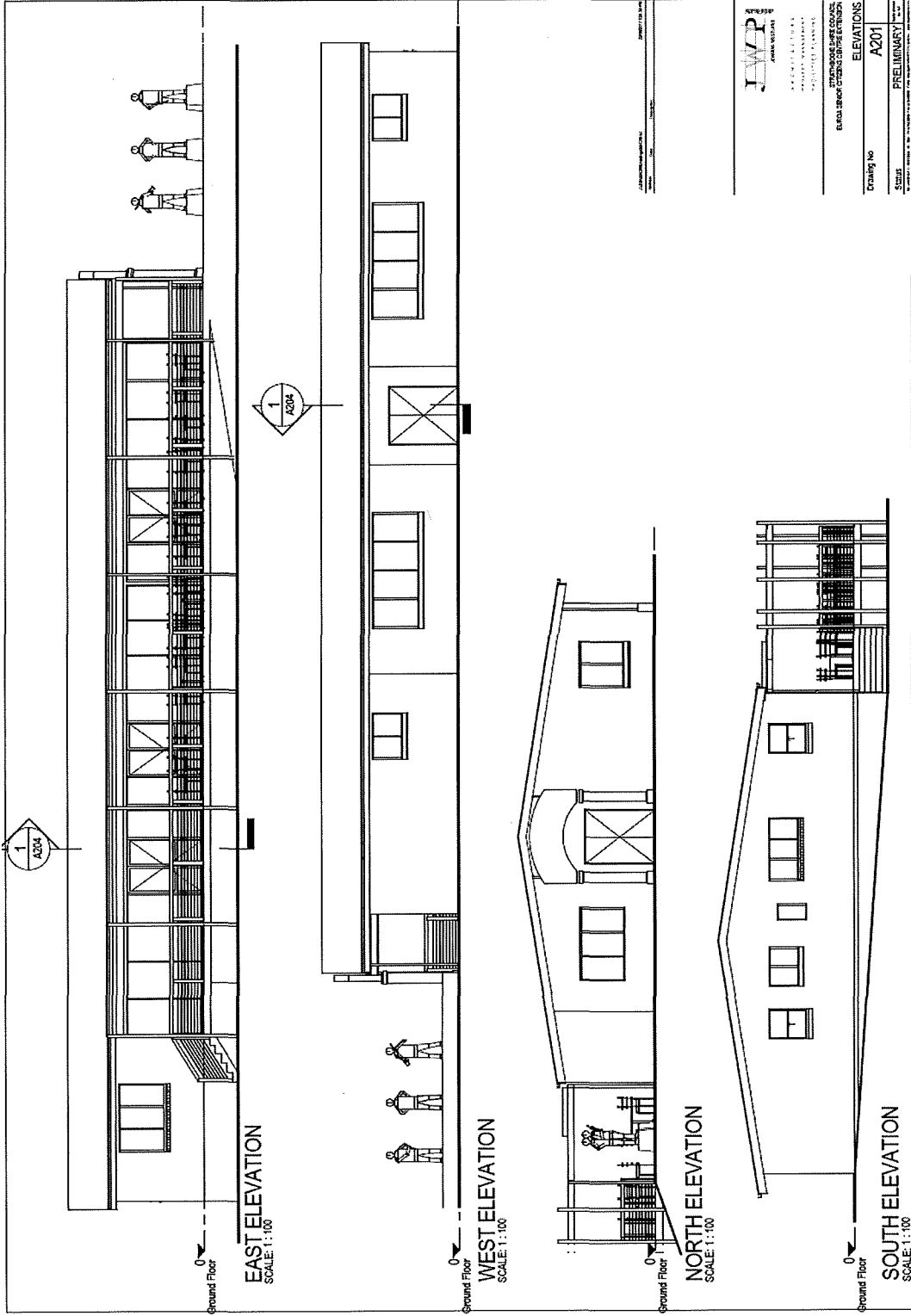


A handwritten signature or initials in the bottom right corner of the page.

Floor Plan



Elevations



**9.2.6 Honeysuckle Regional Health (Violet Town Campus)
- Wetland Planning Permit P2014-112; Works within Road Reserve**

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Honeysuckle Regional Health has been requested twice to obtain a "Minor Works within Municipal Road Reserve" permit and to carry out the agreed drainage works, as per the requirements set by Council's Infrastructure Design Engineer in regards to the Wetland Planning Permit No: P2014 – 112.

As a way of ensuring enforcement of the conditions, Council can consider exercising a specific power it has under Section 200 of the Local Government Act 1989 (Act) to have the requested works completed. In accordance with the Act provisions, Council can propose to issue a notice to undertake drainage works to the landowner and invite Section 223 submissions on the matter.

Council can resolve to meet the cost of the required works in the event that Council decides to issue such notice and where Honeysuckle Regional Health does not act to undertake it themselves.

Alternatively, Council can resolve to include the work in its own Capital Works program.

RECOMMENDATION

That Council -

- 1. Utilise the statutory provisions of the Local Government Act 1989 to address the drainage requirements, specifically Section 200 and Section 223.**

Section 200 of the Act reads as follows: -

Drainage of land

- A Council may give the owner or occupier of any building or land a notice requiring that person to carry out any works for the drainage of a building or of surface or storm water on any land.***
- If the owner or occupier of the building or land does not carry out the work to the satisfaction of the Council, the Council may carry out the works.***
- If the Council carries out the work the owner or occupier must repay the cost of carrying out the works to the Council.***
- A person has a right to make a submission under Section 223 on any notice under this section.***

9.2.6 Honeysuckle Regional Health (Violet Town Campus)
- Wetland Planning Permit P2014-112; Works within Road Reserve (cont.)

RECOMMENDATION (cont.)

OR

2. Carry out the works at Council's cost as part of its Capital Works under a future footpaths program.

CRS STOTHERS/WILLIAMS -

That Council carry out the works at Council's cost as part of its Capital Works under a future footpaths program.

17/18

ON BEING PUT, THE MOTION WAS CARRIED

Background

As part of the Violet Town Wetland Planning Permit No: P2014 – 112, Honeysuckle Regional Health were required to submit appropriate plans for Council approval for a permanent solution to the drainage inlet into the existing 600mm diameter drainage pipeline.

Without prior Council approval, Honeysuckle Regional Health installed a grate onto Council's existing 600mm diameter drainage pipeline to allow surface run-off to enter Council's drainage network. An inspection of the works found cracking and loss of concrete surrounding one of the connecting bolt assemblies and there is no protection for the exposed reinforcement where the pipe has been cut.

After the first letter (dated 16/03/2016) requesting the works to be undertaken, based on Council requirements, Honeysuckle Regional Health arranged for a site meeting on the 23/03/2016, with their engineer and Council's Strategic Assets Co-ordinator to discuss and come to an agreement on the required works.

With the design requirements refined, approval was given too and acceptance of the works was made by the Honeysuckle Regional Health.

As no works were undertaken, a second letter requesting the works was issued on the 24/02/2017, with no response received from Honeysuckle Regional Health.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

As Council is the responsible authority with respect to the pipes and pits that take the surface runoff, the current conditions allow for the holding of stormwater run-off within the road reserve due to installed grate inlet level being too high (stagnation of water for long periods becomes a health issue) and the low flow capacity of the grate can lead to the flooding and slow drainage of the road reserve.

9.2.6 Honeysuckle Regional Health (Violet Town Campus)
- Wetland Planning Permit P2014-112; Works within Road Reserve (cont.)

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The estimated cost of the required works is \$6,000.00, excluding GST, which can be accommodated within Council's Capital Works program.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

Failure to install a drainage pit that meets Australian Standards may have negative consequences resulting in pooling of water, with the resulting loss of amenity and environmental impact.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

Council has engaged Honeysuckle Regional Health in recognising the need for the required works and achieved general consensus on the matter. The proposed Section 223 process will provide a further opportunity for Honeysuckle Regional Health to have input.

Attachments

Nil

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9.7 ORGANISATION

9.7.1 Instrument of Delegation Review **- S5 ~ Instrument of Delegation from Council to the Chief Executive Officer**

Author & Department

Director, Corporate and Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

Officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Council is a subscriber to Maddocks Lawyers Delegations and Authorisations Service Update in preparing Instruments of Delegation to the Chief Executive Officer and other staff. Advice is received from Maddocks after each sitting of Parliament on the changes to legislation affecting Local Government. The Local Government Act 1989 requires that Council at least once annually review its authorisations and delegations as a good risk management practice.

Maddocks recommend that Council remake its S5 Instrument with every update from its service, irrespective of what changes (if any) are made to the Instrument. There have been no changes to the S5 Delegation since the last update.

This delegation, once approved by Council, will remain in force until the next service update is provided by Maddocks.

RECOMMENDATION

That, in the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached Instrument of Delegation, Strathbogie Shire Council (Council) resolves that-

- 1. There be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.**
- 2. The Instrument comes into force immediately the Common Seal of Council is affixed to the Instrument.**
- 3. On the coming into force of the Instrument, all previous delegations to the Chief Executive Officer (S5) are revoked.**



9.7.1 Instrument of Delegation Review
- S5 ~ Instrument of Delegation from Council to the Chief Executive Officer (cont.)

4. **The duties and functions set out in the Instrument must be performed, and the powers set out in the Instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**
5. **It is noted that the Instrument includes a power of delegation to members of Council staff, in accordance with section 98(3) of the Act.**
6. **The Instrument of Delegation to the Chief Executive Officer (S5) be signed and affixed with the Common Seal of Strathbogie Shire Council.**
7. **The Chief Executive Officer provides a Council report in relation to any public land potential projects before any action is taken.**

18/18 **CRS STOTHERS/SWAN** : *That the Recommendation be adopted.*

CARRIED

Background

Council subscribes to a service provided by Maddocks Lawyers whereby updates to various legislative Delegations and Authorisations are updated and provided to Council for updating of its Instruments of Delegation to ensure legislative requirements are up-to-date.

Maddocks also recommend that Council re-makes its delegations on a regular basis to ensure that they cover all provisions. This includes the S5 Instrument of Delegation from Council to the Chief Executive Officer.

The delegation, once approved by Council, will remain in force until the next service update is provided by Maddocks.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

9.7.1 Instrument of Delegation Review
- S5 ~ Instrument of Delegation from Council to the Chief Executive Officer (cont.)

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The delegations and authorisations are controlled by the Local Government Act and Planning and Environment Act.

Consultation

Community consultation is not applicable.

Attachments

S5 ~ Instrument of Delegation from Council to the Chief Executive Officer





Maddocks

Maddocks Delegations and Authorisations

S5. Instrument of Delegation to Chief Executive Officer



Strathbogie Shire Council

Instrument of Delegation

to the

Chief Executive Officer

November 2017

S5 Instrument of Delegation to The Chief Executive Officer

Preamble

Instrument of Delegation

1. this Instrument of Delegation is authorised by a Resolution of Council passed on 2017.
2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.
3. The member of Council staff occupying the position or title of or acting in the position of Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 98(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

The COMMON SEAL of STRATHBOGIE SHIRE COUNCIL)
was affixed this day of 2017)
in the presence of:)

..... Mayor

..... Councillor

..... Chief Executive Officer

SCHEDULE

The power to

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing

4. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 4.1 awarding a contract exceeding the value of \$150,000 for goods and services or \$200,000 for carrying out of works;
 - 4.2 making a local law under Part 5 of the Act;
 - 4.3 approval of the Council Plan under s.125 of the Act;
 - 4.4 adoption of the Strategic Resource Plan under s.126 of the Act;
 - 4.5 preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
 - 4.6 adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
 - 4.7 determining pursuant to s.37 of the Act that an extraordinary vacancy on Council not be filled;
 - 4.8 exempting a member of a special committee who is not a Councillor from submitting a return under s.81 of the Act;
 - 4.9 appointment of councillor or community delegates or representatives to external organisations; or
 - 4.10 the return of the general valuation and any supplementary valuations;
5. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
6. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

7. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - 7.1 policy; or
 - 7.2 strategyadopted by Council; or
8. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
9. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.



9.7.2 Instrument of Delegation Review
- S6 ~ Instrument of Delegation from Council to Council Staff

Author & Department

Director, Corporate and Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

Officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Council is a subscriber to Maddocks Lawyers Delegations and Authorisations Service Update in preparing Instruments of Delegation to the Chief Executive Officer and other staff. Advice is received from Maddocks after each sitting of Parliament on the changes to legislation affecting Local Government. The Local Government Act 1989 requires that Council at least once annually review its authorisations and delegations as a good risk management practice.

A number of changes have been made to the S6 Instrument of Delegation from Council to Council Staff since its previous endorsement by Council in August 2016. These include legislative updates, staff changes, and / or updating of staff position titles.

The amended delegation, once approved by Council, will remain in force until the next Delegations and Authorisations service update is provided by Maddocks Lawyers, and / or following a staff position title change, and / or staff changes.

A new Instrument of Delegation from Council to Members of Council Staff (S6) incorporating all changes, has been prepared for adoption, and signing and sealing by Council. A copy of the Delegation is tabled for identification and information purposes.

RECOMMENDATION

That, in the exercise of the powers conferred by section 98(1), of the Local Government Act 1989, (the Act) and the other legislation referred to in the Instrument of Delegation (S6), Strathbogie Shire Council resolves that:-

- 1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the Instrument of Delegation to Members of Council Staff, the powers, duties and functions set out in the Instrument, subject to the conditions and limitations specified in that Instrument.**
- 2. The Instrument comes into force immediately the Common Seal of Council is affixed to the Instrument.**
- 3. On the coming into force of the Instrument, all previous delegations to Members of Council Staff (other than the Chief Executive Officer) are revoked.**

9.7.2 Instrument of Delegation Review
- S6 ~ Instrument of Delegation from Council to Council Staff (cont.)

4. **The duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**
5. **The Instrument of Delegation from Council to Members of Council Staff (S6) be signed and affixed with the Common Seal of Strathbogie Shire Council.**

19/18 **CRS SWAN/WILLIAMS** : *That the Recommendation be adopted.*

CARRIED

Background

Delegating specific functions to staff members enables Council decisions to be made more speedily and ensures that Council meetings are not tied down by procedural and every day administrative decisions. It also enables Councils to utilise the technical knowledge, training and experience of staff members to provide the best possible service.

Delegations are made at a formal Council meeting and specify what the officer is empowered to do. Delegates must observe the strategies, policies and guidelines adopted by the Council. Through the Chief Executive Officer and senior managers, Council can monitor the actions of staff to ensure that they exercise their delegated authority within the general framework it has already determined. In this way, Council retains a measure of control over decision making.

Officers to whom delegated authority is generally given include the Chief Executive Officer, senior staff, environmental health officers, fire prevention officers, local laws and planning officers. Many routine decisions of a Council are made by members of staff as delegates.

Council staff are required to act impartially, with integrity and to avoid real or apparent conflicts of interest.

Council must keep a register of all delegations and this is among the documents that must be available for public inspection. All delegations to staff must be reviewed by a Council within 12 months of it being elected.

Authorisations allow the relevant officers of Council to generally institute proceedings for offences against Acts and regulations as Authorised Officers under the various Act/s.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified



9.7.2 Instrument of Delegation Review
- S6 ~ Instrument of Delegation from Council to Council Staff (cont.)

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The delegations and authorisations are controlled by the Local Government Act and Planning and Environment Act.

Consultation

Community consultation is not applicable.

Attachments

Nil.

**9.7.3 2017-2021 Shire of Strathbogie Council Plan
- First Quarter Report ~ 1 July to 30 September 2017**

Author & Department

Director, Corporate and Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

Officers providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the *Local Government Act 1989*.

Summary

The 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council meeting held on Tuesday 27 June 2017.

The 2017-2021 Shire of Strathbogie Council Plan has, in summary:

A total of 87 Actions -

- > *Goal 1 - To enhance community health and wellbeing ~ 20 Actions*
- > *Goal 2 - To sustainably manage our natural and built environment ~ 26 Actions*
- > *Goal 3 - To provide quality infrastructure ~ 12 Actions*
- > *Goal 4 - To support and deliver economic development ~ 17 Actions*
- > *Goal 5 - To be a high performing Shire ~ 12 Actions*

- 32 Actions are listed for commencement and completion in 2017-2018
- 14 Actions are listed for commencement and completion in 2017/2018 - 2018/2019
- 8 Actions are listed for commencement and completion in 2018/2019
- 2 Actions are listed for commencement and completion in the period 2018/2019 - 2019/20
- 1 Action is listed for commencement and completion in the period 2019/2020
- 30 Actions are spread over the term of the Council Plan (2017/2021), with completion by June 2021

Quarterly reports are presented to Council to provide an update on the status of the Actions. The Actions of the Plan have been reviewed and progress updated, and details are provided in the attached report.

Council is currently updating its electronic reporting system software which is used to populate and generate Council Plan reports, however, the new system had not been finalized and implemented in time for the quarterly Council Plan report to be prepared. This reporting system requires the input of a completion percentage of the Strategy Actions to be recorded to display the progress of the Actions. As the new system was not available for the first quarter report, this component is not included.

RECOMMENDATION

That the report be noted.

20/18 CRS LITTLE/MASON : That the Recommendation be adopted.

CARRIED



9.7.3 2017-2021 Shire of Strathbogie Council Plan
- First Quarter Report ~ 1 July to 30 September 2017 (cont.)

Background

A Council must prepare and approve a Council Plan within the period of 6 months after each general election or by the next 30 June, whichever is later, in accordance with Section 125 of the Local Government Act 1989.

The Council Plan must include the strategic objectives of Council and strategies for achieving those objectives. The Council Plan is prepared in conjunction with the yearly budget to ensure cost implications are considered and accounted for.

At least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan, and make any adjustment it considers necessary to the Council Plan.

This report is for the first quarter (July – September 2017) of the 2017-2021 Council Plan.

Alternative Options

Officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

All Council Plan actions are considered during the budget process at the start of the financial year.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

9.7.3 2017-2021 Shire of Strathbogie Council Plan
- First Quarter Report ~ 1 July to 30 September 2017 (cont.)

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Strathbogie Shire Council Plan Progress Report for the July to September 2017 quarter.



Strathbogie
shire

**2017 - 2021
STRATHBOGIE SHIRE
COUNCIL PLAN**

**FIRST QUARTER REPORT
JULY TO SEPTEMBER 2017**

A small, handwritten scribble or signature in the bottom right corner of the page, consisting of several overlapping loops and lines.

“Our plan to build flourishing communities”

Our Vision

“Together we are building a flourishing community.”

Our Mission

“To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services.”

Our Values

“To be a respectful, innovative, open and transparent, inclusive, fair and ethical Council.”

Our Commitment to Engagement and Communication

“We will be a more inclusive Council, by engaging and communicating in an open and honest manner with our local community and key stakeholders.”



CEO	-	Chief Executive Officer
DSD	-	Director, Sustainable Development
DAS	-	Director, Asset Services
DCL	-	Director, Corporate and Liveability
EDO	-	Economic Development Officer
EGO	-	Economic Growth Officer
MA	-	Manager, Assets
MCR	-	Manager, Customer Relation
MEM	-	Municipal Emergency Manager
MICT	-	Manager, Information and Communications Technology
ML	-	Manager, Liveability
MSD	-	Manager, Sustainable Development
PP	-	Principal Planner
SAC	-	Strategic Asset Co-Ordinator
TLCB	-	Team Leader, Council Business
TLSD	-	Team Leader, Sustainable Development
TLTAC	-	Team Leader, Tourism, Arts and Culture
WME	-	Waste Management Engineer



Our Goals

1. To enhance community health and wellbeing

Our key strategies to achieve this goal...

1. Plan for improved community health, wellbeing and liveability
2. Engage and participate with the community in Council / Community initiatives
3. Enhance community resilience including supporting and increasing the participation of volunteers
4. Support and drive community, arts and cultural events

1.1 Strategy:

Plan for the improved community health, wellbeing and liveability

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
1.1.1	Continue to support and participate in the Strathbogie Health and Community Services Consortium.	2017/18 - 2020/21	Revised MoU completed and group to meet in the second quarter of the year.			CEO
1.1.2	Support the "Prevention of Violence against women and children supporting safer communities" Action Plan	2017/18 - 2020/21	Signed up to participate in the Community Partnerships for Prevention. Inclusion of prevention of violence in the Liveability Plan. Planning for involvement in the 16 days of activism is underway.			ML
1.1.3	Expand Avenel Preschool to accommodate Maternal and Child Health as part of an overarching strategy for future models of operation	2017/18 - 2018/19	An application for the Children's Facilities Capital Grant Program was submitted on 15 th September 2017. It is anticipated that outcomes for this will be announced from December 2017.			ML
1.1.4	Review and implement priorities from the Walking Tracks and Trails Strategy and the Footpath Strategy (including but not limited to the Apex Walking Track Euroa)	2017/18 - 2020/21	Commenced with Sustainable Development Reference Group and EDO			TLSD
1.1.5	Update the Health and Wellbeing Plan to ensure it includes community infrastructure	2017/18	Draft Liveability Plan (MPHWP) is presently out for public feedback, this will close on the 14 th November 2017.			ML

1.1.6	Develop and implement the recommendations of the Shire wide Skate Park Strategy	2017/18 - 2018/19	Engagement and Consultation is in process for the development of this strategy. It has expanded to look at all recreational spaces for young people. Consultation has occurred with the EVOLVE youth committee for both this strategy and the Pools Strategy. A survey has been developed and visits to all schools will occur in November 2017.	ML
1.1.7	Review actions from local law review relating to dog off leash areas	2017/18	Council is currently reviewing some identified areas relating to dogs off leash areas and has also put in for a grant bid under the Dr. Chris Brown's Pet Friendly Park Grants on 16 October 2017	TLCB

1.2 Strategy:
Engage and participate with the community in Council / Community initiatives

1.2.1	Actions:	2017/18	2018/19	2019/20	2020/21	Resp. Officer
	Continue to support local community planning processes across the Shire	2017/18 - 2020/21	Community Planning Reference Groups have been established. Charter signing: <ul style="list-style-type: none"> • 3 groups have signed • 3 groups are still to do so • 2 groups are incorporated so not applicable. Allocation of Funds: <ul style="list-style-type: none"> • 2 groups have received funds • 2 groups have completed their submission and we are awaiting receipt of their terms and conditions • 4 groups have not completed their submissions. Community plans: <ul style="list-style-type: none"> • 1 group has completed • 3 groups are working on their plans • 4 groups have not started yet 			ML

1.2.2	Consider joint implementation of priority projects from Violet Town Action Group Community Plan, Violet Town Recreation Reserve Masterplan and Shadforth Reserve Master Plan	2017/18 - 2020/21	In progress	ML
1.2.3	Work with the Buckley Park revitalisation group to complete a concept plan for Buckley Park	2017/18 - 2018/19	In Progress	ML
1.2.4	Support the priorities of the Nagambie Recreation Reserve Master Plan	2017/18 - 2020/21	In progress	ML
1.2.5	Prioritise the outcomes of the Community Pools Strategy	2017/18 - 2020/21	Pool Strategy is out for public comment.	DSD

1.3 Strategy:
Enhance community resilience including supporting and increasing the participation of volunteers

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
1.3.1	Become a refugee "welcome" zone	2017/18	This has been achieved – signed on 18 th July 2017			ML
1.3.2	Develop an agreed recognition of our traditional custodians, in partnership with the Taungurung Clans Aboriginal Corporation (TCAC)	2017/18	Will undertake with Sustainable Development Reference Group.			TLSD
1.3.3	Host a transport forum with transport service providers to discuss improvements to transport links across the Shire		✓			MSD
1.3.4	Recognise and profile the importance of volunteers in our local community	2017/18 - 2020/21	Recently, we took the over 100 volunteers from Euroa Hub and Nagambie VIC (and GRVT volunteers) recently participated on or a family trip to Sunnymeade Gardens and Strathbogie tomorrow. Subsequently I worked with Communications Department to send out a press release and facebook to profile the VIC vollies, their contribution and the day.			EGO
1.3.5	Implement a CFA Captain liaison group coordinated by Council	2017/18	CFA Captains liaison group established and one meeting has occurred.			MEM

1.4 Strategy:
Support and drive community, arts and cultural events

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
1.4.1	Develop and implement an equitable Shire wide youth program that focusses on cultural activities and civic participation	2017/18	Currently the EVOLVE Youth Committee are holding fortnightly meetings are being in Nagambie and Euroa Further investigation and consideration for additional projects, events and youth programs across the shire is being undertaken.			ML
1.4.2	Work with the Strathbogie Health and Community Services Consortium to support Shire wide activities for the elderly	2017/18	Activities will be planned for 2018 / 2019, however partnership arrangements have already been discussed.			CEO
1.4.3	Continue support for Community Grants program	2017/18 - 2020/21	Round 1 of the Community Grants Program – all funds have been distributed to successful applicants and projects are commencing. Round 2 of the Community Grants Program closed on the 27 th October. 2 event applications received and 4 Community Matching applications received. Briefings for the summary and recommendations are being prepared.			ML

Our Goals

2. To sustainably manage our natural and built environment

Our key strategies to achieve this goal...

1. Promote and support sustainable environmental initiatives
2. Mitigate and adapt to a changing climate
3. Protect and enhance our natural environmental assets
4. Protect and enhance our built environment
5. Provide efficient and effective waste management programs

2.1 Strategy: Promote and support sustainable environmental initiatives

	2017/18	2018/19	2019/20	2020/21	Resp. Officer
2.1.1	2017/18	2018/19	2019/20	2020/21	TLSD
	Actions:				
2.1.1	2017/18	2018/19	2019/20	2020/21	TLSD
	Prepare a Sustainable Strathbogie 2030 Plan to bring together Council's response to a range of environmental initiatives	Planning commenced. Certain areas budget dependent so unlikely to be completed in 2017/18.			
2.1.2	2017/18 - 2020/21	2018/19	2019/20	2020/21	TLSD
	Continue to support Landcare groups and Catchment Management Networks to target weed and pest animal management on roadsides	Continuance of 2011-2017 program confirmed to 2020.			
2.1.3	2017/18	2018/19	2019/20	2020/21	TLSD
	Develop an action plan to reduce the incidences of single use plastic bags in the Strathbogie Shire	State Government has confirmed single use plastic bags will be banned from 2018. There will be no requirement for a doubling up on actions until the Victorian government releases the new management scheme.			
2.1.4		2018/19	2019/20	2020/21	TLSD
	Investigate opportunities to reduce the use of plastic bottles in the Shire	✓			
2.1.5	2017/18 - 2020/21	2018/19	2019/20	2020/21	TLSD
	Support sustainable energy initiatives in the Strathbogie Shire in conjunction with the Sustainable Development Reference Group	Commenced.			
2.1.6		2018/19	2019/20	2020/21	MSD
	As part of Municipal Strategic Statement review, explore opportunities for native vegetation protection overlays on roadsides	✓			

2.1.7	Continue to support the Goulburn Broken Greenhouse Alliance	2017/18 - 2020/21	TLSD has commenced on the Steering Committee.	TLSD
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2.2 Strategy:
Mitigate and adapt to a changing climate

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
2.2.1	Review Council's Climate Adaptation Strategy	2017/18	Ongoing. A list of prioritized actions from the review will be undertaken with relevant departments. Unlikely to be finalized in 2017/18 owing to lack of resources.			TLSD
2.2.2	Support regional flood mitigation strategies to achieve flood mapping for townships	2017/18 - 2020/21	Ongoing. GBCMA are our relevant authority for the provision of this data and have completed the flood modelling for some of our townships. We are now awaiting the GBCMA to commence a Planning Scheme Amendment for the implementation of the mapping into the Strathbogje Planning Scheme.			MSD
2.2.3	Hold a flood mitigation / drainage update meeting in Violet Town to form a consensus on future actions	2017/18	Two potential flood mitigation projects for Violet Town have been included in the Goulburn Broken Catchment Management Authority draft Regional Floodplain Strategy which will proceed to the stage of community consultation in November 2017. The update meeting is to be timed to suit finalization of the Strategy in February / March 2018			DAS
2.2.4	Include urban forestry into urban design frameworks to increase the shaded environment of our townships	2017/18 - 2018/19	Urban Design Frameworks. i.e. Euroa Structure Plan, Avenel 2030, VT and District Strategic Development Plan and Nagambie Growth Management Plan, all of these current documents identify the existing street trees and the need to continue to carry out more street tree plantings and have action plans, with the exemption of Violet Town. Upon review of these strategic documents, a stronger emphasis can be made in this area. The Euroa Structure Plan, soon to be known as Euroa Growth Management Strategy, is currently under review with Violet Town to follow in addition with other strategic work.			MSD

2.2.5	Conduct a series of farming forums to best position our farmers into a future with climate change	2017/18 - 2018/19	Planning commenced for a forum during Sustainable Living Festival 2018 (February).	TLSD
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2.3 Strategy:
Protect and enhance our natural environmental assets

Actions:					
2.3.1	Adopt Council's Tree Management Plan	2017/18	2018/19	2020/21	Resp. Officer MA
2.3.2	Seek advice on best practice techniques including weed management, neighbourhood safer places and fire emergency planning – Municipal Fire Management Planning Committee	2017/18 - 2020/21	Draft Plan prepared and under review. A road management plan is presently being developed with CFA and Council to be submitted to Council early 2018.		MEM
2.3.3	Sustainable Development Reference Group to develop Roadside Management Program for community groups	2017/18	Roadside Management Plan will be reviewed after Roadside Conservation Assessment final. Unlikely to be finalized in 17/18.		TLSD
2.3.4	Work with bush crew to improve and enhance planting at Nagambie – lake wall	2017/18	Budget allocated for 17/18		TLSD
2.3.5	Investigate controls to preserve landscapes as part of Municipal Strategic Statement review	2017/18	This will be considered as part of the review for investigation and further action.		MSD
2.3.6	Assist new land owners in land management through New Residents booklet, website and other means	2017/18	Commenced in 17/18 with website. Unlikely to be finalized until 18/19 with current resources.		TLSD

2.4 Strategy:
Protect and enhance our built environment

Actions:					
2.4.1	Implement priority actions from the Stormwater Management Plan	2017/18 - 2020/21	2018/19	2020/21	Resp. Officer MA
2.4.2	Identify priority areas for additional street lighting and opportunities to implement additional street lighting	2017/18 - 2020/21	Completed Garrett Street drain extension. Negotiating purchase of Nagambie retention basin. Requests for additional street lighting considered on ongoing basis (no current budget for implementation).		MA

2.4.3	Conduct audit of playgrounds across the Shire and develop prioritised list for improvements	2017/18 - 2018/19	Audit and condition assessment completed. Priorities to be assigned.	MA
2.4.4	Work with Friendlies Reserve Committee of Management to identify a funding model for upgrades	2017/18	Expression of Interest accepted by State Government. A full application was submitted by the due date of the 27 th September 2017. Awaiting outcome of this application before any further progress can be made.	CEO

2.5 Strategy:
Provide efficient and effective waste management programs

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
2.5.1	Review Council's Waste Management Strategy	2017/18	Working with GV Waste Group and member councils to develop consistent waste strategies across all councils that align with State and Regional Plans. Anticipate a Draft will be completed early 2018/19.			WME
2.5.2	Monitor, investigate, implement improvements and / or the extension of the waste service	2017/18 - 2018/19	Actions to be incorporated into waste strategy and reviewed on an ongoing basis.			WME
2.5.3	Improve waste implementation to reduce, recycle and recover / reuse through education programs / resources in conjunction with service providers	2017/18 - 2020/21	Education will be incorporated into waste strategy. Investigating employing a shared education officer with Murrindindi and Mitchell Shires using contractor financial contributions. Decision expected November-December 2017.			WME
2.5.4	Review and implement improved waste collection techniques on our waterways		✓			EGO

Our Goals

3. To provide quality infrastructure

Our key strategies to achieve this Goal...

1. Provide best practice management of all assets including roads, bridges and facilities
2. Provide passive and active recreational facilities

3.1 Strategy:

Provide best practice management of all assets including roads, bridges and facilities

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
3.1.1	Investigate and implement asset rationalisation	2017/18 - 2020/21	List of Council properties being compiled to allow for assessment.			DCL
3.1.2	Investigate options in consultation with the community for footpaths, kerb and channelling and parking at the east end of Bank Street, Avenel	2017/18	With Bank Street being a VicRoads Arterial Road (C346 – Avenel-Nagambie Road) will be commencing discussions with VicRoads during the month of November as to their requirements for upgrades to the existing on-street car parking layout, kerbing and footpath, followed by feature survey to investigate options.			SAC
3.1.3	Target major capital works projects to seek government funding to reduce Council's costs	2017/18 - 2020/21	Nagambie Tourism Infrastructure Business Case completed. Federal Government Bridge Renewal application successful. Regional Road Investment Plan at draft stage. Nagambie Integrated Water Management Project at application stage.			DAS
3.1.4	Development of a strategy for Special Charge Schemes / levies	2017/18	To commence January 2018			DAS
3.1.5	Revise Council's Road Management Plan and implement priority actions as budget is made available	2017/18 - 2020/21	Revised Road Management Plan adopted 2017			DAS
3.1.6	Ensure parking precinct plans for Euroa and Nagambie are included in urban design frameworks	2017/18	To be completed at the review of each strategic document – i.e. Euroa Growth Management Plan and Nagambie Growth Management Plan.			MSD

3.1.7	Develop terms of reference for a Roads Advisory Committee	2017/18	To commence January 2018.		DAS
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3.2 Strategy:
Provide passive and active recreational facilities

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
3.2.1	Investigate and consult in relation to providing link bridges from the Friendlies Reserve to Memorial Oval and Rockies over the Seven Creeks and over Hughes Creek between Kent Street and Watson Street in Avenel.		Design options being developed.			DAS
3.2.2	Update the Tracks and Trails Strategy to include pedestrian bridges and cycling opportunities across the Shire	2017/18	Complete. Strategy updated, and sub-committee of Sustainable Development Reference Group investigating implementation of proposals.			EDO
3.2.3	Upgrade facilities at the Nagambie Recreation Reserve in consultation with the Nagambie Recreation Reserve Committee of Management	2017/18 - 2020/21	Consultation carried out and preliminary designs being prepared for funding application.			MA
3.2.4	Continue to investigate funding opportunities for female change facilities at Euroa Memorial Oval		✓			TLTAC
3.2.5	Ensure that the Seven Creeks Master Plan is used as a reference document in the Euroa Growth Strategy	2017/18	Completed.			MSD

Our Goals

4. To support and drive economic development

Our key strategies to achieve this goal...

1. Promote and support local business and produce
2. Support tourism and business development
3. Provide innovative and sustainable land use planning
4. Attract new residents
5. Grow investment and employment opportunities

4.1 Strategy:

Promote and support local business and produce

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
4.1.1	Encourage local produce sales in towns throughout the Shire	2017/18 - 2020/21	Promotion of local producers and farmers markets at 'Tastes of the Goulburn'. Banner and flyers are being produced to distribute.			EGO
4.1.2	Develop a Digital Business Transformation Strategy	2017/18 - 2018/19	Business Process Mapping project has commenced which will provide significant input into the Digital Business Transformation Strategy			MICT

4.2 Strategy:

Support tourism and business development

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
4.2.1	Investigate opportunities for camping in the Strathbogie Shire		✓			EDO
4.2.2	Support the Tourism, Arts and Culture Advisory Committee to develop an Arts and Culture strategy	2017/18	Committee being supported by Manager Liveability pending commencement of TLTAC. Initial discussions on preparation of Strategy have taken place.			TLTAC

4.2.3	Develop a comprehensive business support strategy including a business forum in collaboration with business and industry groups and Goulburn River Valley Tourism			✓		MSD
4.2.4	Promote Graytown and other smaller communities through an increased presence on the Strathbogie Shire website and the investigation of interpretive signs and historical information	2017/18 - 2020/21		Graytown Maps Currently under development for addition to the website. Brochure currently under development for the POW camp site.		MCR
4.2.5	Complete the draft Nagambie Tourism Infrastructure Development Business Case Strategy and seek funding and support from Federal and State Governments	2017/18 - 2020/21		Business Case completed with advocacy for funding ongoing.		TLTAC
4.2.6	Investigate a permanent home for the Euroa Hub (Visitor Information Centre)	2017/18		There is currently some budget allocation for this project. Awaiting approval to consult with volunteers/stakeholders to progress this matter.		MSD
4.2.7	Provide mediums for effective communication of events in the Strathbogie Shire	2017/18 - 2018/19		What's On in the Strathbogie Shire facebook page now live and nearly at 500 followers.		MCR
4.2.8	Develop a business incentive package to attract new businesses to the Shire	2017/18 - 2020/21		Not commenced.		DSD
4.2.9	Install new town Shire entry signage where required	2017/18 - 2018/19		Not commenced. To be reviewed by Tourism, Arts and Culture Advisory Group.		TLTAC

4.3 Strategy:
Provide innovative and sustainable land use planning

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
4.3.1	Review rural land strategy and have these outcomes included into the Municipal Strategic Statement		✓	✓		PP
4.3.2	Ensure the Violet Town Urban Design Plan considers redevelopment options for Cowslip Street		✓			MSD
4.3.3	Prepare an amendment to include the Gaming Policy Statement into the Planning Scheme	2017/18	Commenced as per Council Resolution.			DSD

4.4 Strategy:
Attract new residents

		Actions:				Resp. Officer
4.4.1	Develop a rating package to attract new residents to the Strathbogie Shire	2017/18	2018/19	2019/20	2020/21	DCL
		2017/18	2018/19	2019/20	2020/21	DCL
		2017/18	Two year rate freeze implemented for 2017/18. Inquiries being dealt with as received.			

4.5 Strategy:
Grow investment and employment opportunities

		Actions:				Resp. Officer
4.5.1	Review, update and resource the Economic Development Master Plan and implement priority actions	2017/18 - 2018/19	2018/19	2019/20	2020/21	DSD
4.5.2	Explore the provision of free wifi options for township zones	2017/18 - 2018/19	2018/19	2019/20	2020/21	MICT
		2017/18 - 2018/19	2018/19	2019/20	2020/21	DSD
		2017/18 - 2018/19	Budget allocated. To commence next quarter.			
		2017/18 - 2018/19	Currently defining scope of the project			

Our Goals

5. To be a high performing Shire

Our key strategies to achieve this Goal...

- 1 To proactively develop and deliver quality services that achieve high customer satisfaction
- 2 Continue to focus on operational efficiencies
- 3 Continue to create a secure investment environment through sound financial management
- 4 To be equitable and fair in all decision making processes
- 5 To communicate and engage effectively with our community and key stakeholders

5.1 Strategy:

To proactively develop and deliver quality services that achieve high customer satisfaction

		2017/18	2018/19	2019/20	2020/21	Resp. Officer
5.1.1	Develop an interactive and innovative digital platform to enhance customer experiences (website / customer portal)	2017/18 - 2018/19	Under development – RFQ complete for software provider and recommendation going to EMT for approval. Project Plan under development.			MCR
5.1.2	That we market ourselves effectively to drive economic development – “We are Open for Business”	2017/18	Ongoing – working with Manager Planning and Economic Development to ensure this is an ongoing part of the way we market ourselves.			MCR

5.2 Strategy:
Continue to focus on operational efficiencies

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
5.2.1	Implement models of service delivery that result in increased efficiencies and better community outcomes	2017/18 - 2020/21	The Organization is continually looking at models of increased efficiency, whether it be shared services or in house. Currently reviewing structure.			CEO
5.2.2	Employ a Tourism Arts and Culture Team Leader (who will also manage and promote grants programs)	2017/18	Completed. Officer to commence mid- November.			DSD
5.2.3	Expand graders without borders program to other neighboring Shires	2017/18 - 2018/19	Being promoted through Goulburn Valley Regional Collaborative Alliance.			DAS
5.2.4	Corporate Planning - Conduct an organisation wide cultural change / innovation program that promotes a "can do philosophy", continuous improvement processes, culture of collaboration and a willingness to embrace positive change	2017/18	Completing the structure review of the organisation. In conjunction with this also completed a staff survey dealing with the values, culture of the organisation and work practices. Over 71% of staff participated in the survey with an overwhelming positive response to the culture of the organisation and willingness to support the community. The "good to great" program also continues.			CEO

5.3 Strategy:
Continue to create a secure investment environment through sound financial management

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
5.3.1	Make sustainability a key focus in decision making processes	2017/18 - 2020/21	Long Term Financial Plan updated following 2016/17 audit. To be further adjusted with mid- year review.			DCL

5.4 Strategy:
To be equitable and fair in all decision making processes

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
5.4.1	Ensure strategies are developed in conjunction with key stakeholders on a regional basis	2017/18 - 2020/21	Continue to participate in the shared services alliance which has developed sub regional policies and practices. Also participating with the other 11 Councils in the North East Local Government Network.			CEO
5.4.2	Promote open and transparent reporting of Council decision making including Know Your Council Data	2017/18 - 2020/21	Data submitted to State Government. Will go live for public viewing November.			DCL

5.5 Strategy:
To communicate and engage effectively with our community and key stakeholders

Actions:		2017/18	2018/19	2019/20	2020/21	Resp. Officer
5.5.1	Develop and implement a Communications and Engagement Strategy	2017/18	Strategy drafted and presented to EMT for feedback before report is prepared for Council.			MCR
5.5.2	Work with local business associations to develop a Shire wide skills bank that values and recognises local knowledge			✓		EDO
5.5.3	Actively seek partnerships to achieve our Council Plan	2017/18 - 2020/21	Working actively with neighboring Councils with programs such as Compliance / Health programs / the Health Alliance and the Shared Services Alliance. In addition to this as a member of the Goulburn Regional Partnerships the opportunity is available to increase the scope for partnerships to deliver on Council Plan activities.			CEO

Our Goals

6. The Strathbogie Shire will advocate on behalf of our community for the following:

Key Areas	What we will do
Diplomacy	In partnership with Federal and State Government Departments host foreign trade missions to deliver potential economic growth opportunities
Education	Advocate to relevant education providers for an education precinct in Nagambie
Environment	Advocate for increased funding to support roadside pest, plant and animal eradication
Funding	Advocate to both Federal and State Governments to ensure that the current funding formulas provide equitable funds to Local Government
Health	Continue to advocate for public hospital beds funding within the Strathbogie Shire
Public Transport	Advocate to V/Line for a bus stop in Longwood
Roads	<p>Advocate to VicRoads for more explicit traffic signage at Bank Street rail crossing to improve traffic flow and therefore improve safety</p> <p>Continue to advocate to VicRoads for the construction of an interchange on the Hume Freeway at the Service Centre crossing in Avenel</p> <p>Advocate to VicRoads for a road exchange to address issues at the Bank and Queen Street – and Queen Street – Ewings Road - intersections in Avenel to reduce the impact of heavy vehicles. Continue to focus on safety issues at these intersections</p>
Telecommunications	Advocate for improved telecommunications infrastructure and connectivity in the Strathbogie Shire
Tourism	Continue to advocate for funding to progress the tourism infrastructure projects at Lake Nagambie
Transport Linkages	Continue to advocate to the Federal and State Governments to support the Mangalore Airport Master Plan
Utilities	<p>Advocate to Goulburn Valley Water and Goulburn Murray Water for use of recycled water in townships.</p> <p>Advocate to Goulburn Valley Water for improved sewerage in townships.</p> <p>Advocate to Goulburn Valley Water to provide potable water to Strathbogie township, Kirwans Bridge and Goulburn Weir</p>
Utilities/ Natural Resources	Advocate for natural gas and increases in the quality of other utility services across the Shire growth areas of the Shire.



9.7.4 Nagambie Whitewater Centre

Author & Department

Chief Executive Officer / Executive Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Paul Loughran who is part of the consortium developing a proposal to construct (2) two whitewater courses at Lake Nagambie, presented the details to the Nagambie Waterways Advisory Committee on the 16th October 2017. The advisory committee gave in principle support for the proposal which will now require Council endorsement for the feasibility study to be completed.

RECOMMENDATION

That Council supports the proposal to investigate the establishment of two whitewater rafting courses at the Lake Nagambie Precinct.

21/18 CRS MASON/LITTLE : That the Recommendation be adopted.

CARRIED

Background

Kearney research (The Sports Market) shows that the sports industry generates as much as \$700 billion a year - that's equivalent of 1 percent of global GDP.

Estimated **342 million people** who watched the start of the 2016 Rio Games.

Paddling in all its formats (Marathon, Canoe Polo, Ocean Racing, Sprint; Freestyle and Slalom) is the fastest growing water-based sporting and recreational activity in Australia with:

- 3.65 million Australians 18+ paddle recreationally; and
- 33,000 paddlers associate themselves with the sport
- and on the international stage Australia punches well above its weight with World Champions in Ocean racing; Sprint and Slalom.

However, the sport and the Australian Olympic Committee faces a challenge – there is only ONE Whitewater training and competition facility in Australia, Penrith (Sydney) ... and that's a problem:

- it's difficult to get to
- is prohibitively expensive; and
- only ONE channel course which limits market carrying capacity
- these barriers limit the opportunities available to World / Olympic Champions and emerging elite paddlers and stifle market growth

9.7.4 Nagambie Whitewater Centre (cont.)

- to put this into perspective – there are 88 Whitewater courses across 22 countries of which:
- France has 16 facilities
- UK has 8 facilities
- Czechoslovakia has 6 facilities

The proposal put forward is to build a Whitewater facility on Lake Nagambie in a location that caters for 2 courses, doesn't impact current sporting events / fishing / training for sports and / or on land activities.

Should this project proceed it would be envisaged that Lake Nagambie would become Victoria's Water Sport Centre for Excellence in that it would provide for:

1. Hosting National and International training and competition
 - Rowing
 - Canoe Polo
 - Canoe Sprint
 - Canoe Wildwater
 - Canoe Slalom
 - Freestyle
2. Hosting World Championship and Olympic qualifying events
 - Rowing
 - Canoe Sprint
 - Canoe Wildwater
 - Canoe Slalom
 - Freestyle

The proposal would cement Lake Nagambie and in particular the Shire as a sporting and recreational centre of excellence. It would have significant tourism benefits and meet Council's vision for a healthy and activity community.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. An alternative Council could consider is not to support the proposal or concept to construct 2 whitewater courses at Lake Nagambie.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

9.7.4 Nagambie Whitewater Centre (cont.)

Best Value / National Competition Policy (NCP / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that there are no capital or recurrent budget considerations at this stage.

Economic Implications

The author of this report considers that there are no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that there are no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that there is no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that there are no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration does not warrant a community consultation process at this stage. The Nagambie Waterways Advisory Committee supports the concept.

Attachments

Nil.



9.7.5 Access and Disability Advisory Committee
- Draft Minutes of the Meeting held on Friday 13 October 2017

Author & Department

Team Leader, Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Attached are the draft minutes of the Access and Disability Advisory Committee meeting held on Friday 13 October 2017.

RECOMMENDATION

That Council endorse the draft Minutes of the Access and Disability Advisory Committee meeting held on Friday 13 October 2017.

22/18 CRS WILLIAMS/SWAN : That The Recommendation be adopted.

CARRIED

Background

The aim of the Strathbogie Shire Council Access and Disability Advisory Committee is to:

- liaise with community members who live with a disability;
- provide advice and recommendations regarding access and equity to Strathbogie Shire Council; and
- support and raise community awareness of the rights of persons with a disability.

The Access and Disability Advisory Committee Terms of Reference were adopted by Council on 23 February 2016.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.



9.7.5 Access and Disability Advisory Committee
- Draft Minutes of the Meeting held on Friday 13 October 2017 (cont.)

Best Value / National Competition Policy (NCP / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Draft minutes of the Access and Disability Advisory Committee meeting held on Friday 13 October 2017



ACCESS AND DISABILITY ADVISORY COMMITTEE MEETING MINUTES

Friday 13 October 2017
Euroa Community Conference Centre
10am-12pm



Attendees

Tracey Reid	Strathbogie Shire	Vicki Bell	Community Representative
Bruce Braines	Strathbogie Shire	Grace Kenworthy (Chair)	Community Representative
Camilla Morris	Strathbogie Shire	Colleen Furlanetto	Guest Speaker, Disability Advocate
		Jarryd Cutler	Guest Speaker, Valley Sport All Abilities Project Officer

Apologies

Cr Graeme Williams	Councillor	Amanda Watkins	Community Representative
Cameron Fraser	Strathbogie Shire	Verena Weinmann	Community Representative
Kathryn Foster	Rural Access Officer		

<p>1. WELCOME MEMBERS Given Kathryn Foster was an apology, Grace Kenworthy took the role of chair. Grace welcomed members of the Committee and thanked everyone for their attendance. Welcome to guest speakers Jarryd Cutler, Valley Sport All Abilities Project Officer and Colleen Furlanetto, Disability Advocate and previous ADAC member. Welcome to guest Milla Morris, new Youth Officer.</p>	
<p>2. APOLOGIES Received from Councillor Williams, Cameron Fraser, Kathryn Foster, Amanda Watkins, Verena Weinmann.</p>	
<p>3. CONFIRMATION OF PREVIOUS MINUTES Vicki Bell moved that the minutes of the previous meeting held on 1 September 2017 be confirmed. Tracey Reid seconded motion.</p>	
<p>4. ACTIONS FROM PREVIOUS MEETING</p> <p>a) Tracey to ask Geradine the following questions: What did Berry St do with their directory? How did they go about it? What does it look like? Who can we talk to to get further information? Geradine no longer works for Council, therefore is Milla attending the meeting in her place. Milla to follow up this action and report back to Tracey.</p> <p>b) Develop a working group to explore the concept of a Accessibility Directory Undetermined at this stage if this action will continue. Pending further discussion.</p> <p>c) Tracey to send Karen's details to ADAC members</p> <p>d) Karen to send Accessible Written Information Training EOI information to Tracey for follow-up "Accessible Written Information" training was held on 4 October with 5 Council Officers participating. Karen has offered to hold another training session in the new year if there was interest. ADAC members stated that this would be</p>	<p>Further Action Required</p> <p>Further Discussion Required</p> <p>Completed</p> <p>Completed</p>

<p>beneficial. Tracey to follow up with Karen about setting a new date and to gauge interest from other staff.</p> <p>e) <i>Tracey and Kathryn are meeting with the Communications Team to develop a strategy for wider dissemination.</i> Tracey and Kathryn met with Anthony and Clare regarding Good Access = Good Business. Yet to receive a plan for dissemination of GA=GB to wider community and promotion of the document.</p> <p>f) <i>Euroa Growth Management Strategy Consultation Plan to be brought to ADAC for review.</i> Cameron was an apology, therefore this was not discussed.</p> <p>g) <i>Write a letter to Councillors to request an opportunity to meet with them to discuss community transport and accessibility.</i> Amanda was an apology, Vicki had not been able to meet with Amanda.</p>	<p>Completed</p> <p>Further Discussion Required</p> <p>Further Action Required</p>
<p>5. GUEST SPEAKER</p> <p>JARRYD CUTLER, VALLEY SPORT ALL ABILITIES PROJECT OFFICER Jarryd works across Shires and has requested to be a member of Strathbogie Shire's ADAC. Role covers a number of actions such as:</p> <ul style="list-style-type: none"> • Providing support to sporting clubs with program development and access to grants. • Hosting <i>Get Fit Get Active</i> and <i>Come and Try</i> days to encourage people with a disability to be more active. • Development of PALS Program regarding health and wellbeing. <p>IDPwD Day across the region that Valley Sport are in involved with includes sporting based activities:</p> <ul style="list-style-type: none"> • 24 November in Yarrawonga • 29 November in Benalla • 4 December Shepparton <p>Can provide assistance with planning and grants for all abilities playgrounds and referred to accessible play space in Shepparton as an example.</p> <p>COLLEN FURLANETTO, DISABILITY ADVOCATE Colleen encouraged ADAC to discuss membership on the GVDAC with Ros Nam (DHHS).</p> <p>The State Disability Plan has a framework (P.21) which can be quoted when ADAC is advocating for people with a disability.</p> <p>From Colleen's presentation:</p> <ul style="list-style-type: none"> ▶ We are told 1 in 5 Victorians have a disability In Strathbogie shire there are 10329 inhabitants according to the 2016 Census / ABS Data ▶ @ 1 in 5 we have 2102 with a disability. ▶ 696 people or 6.8% of the population in Strathbogie Shire in 2016, reported needing help in their day-to-day lives due to disability. ▶ 2102 – 696 (identified as disability) where are our 1406 not identified and why? 	
<p>6. RURAL ACCESS OFFICER UPDATE Kathryn an apology.</p>	

<p>7. ASSETS UPDATE Avenel Hall has been completed with ramp to stage and accessible toilet. Carpark and garden to be completed.</p> <p>Review of the Footpath Strategy undertaken with a number of new footpaths planned for upgrade.</p> <p>Equipment upgrade for playgrounds in VT (remove Monkey Bar) and Avenel (remove Slide). Bruce provided a number of options for consideration.</p>	
<p>8. PLANNING UPDATE Cameron an apology</p>	
<p>9. CORRESPONDANCE AND COMMUNITY CONCERNS Tracey was forwarded correspondence regarding a request to include insurance information on the Council website (which had been circulated to ADAC prior to meeting). ADAC members determined that it was not appropriate to do so.</p>	
<p>10. GENERAL BUSINESS Due to the two guest speakers no General Business was raised.</p>	

Next Meeting:

Friday 24 November
 10am-12pm
 Longwood Community Centre (TBC)

Actions	Person Responsible
YOUTH DIRECTORY: What did Berry St do with their directory? How did they go about it? What does it look like? Who can we talk to to get further information?	Milla to report to Tracey
ACCESSIBLE WRITTEN INFORMATION: Tracey to follow up with Karen about setting a new date and to gauge interest from other staff to attend training in the new year.	Tracey
AAFF for IDPWD: Check with ADAC members their availability for the day.	All Members
Euroa Growth Management Strategy Consultation Plan to be brought to ADAC for review.	Cameron Fraser
Write a letter to Councillors to request an opportunity to meet with them to discuss community transport and accessibility.	Vicki Bell Amanda Watkins



9.7.6 Tourism Arts and Culture Advisory Group
– Draft Minutes of the Meetings held on Tuesday 12th September, Tuesday 26th September, Tuesday 10th October and Tuesday 24th October 2017

Author & Department

Manager, Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Attached are the draft minutes of the Tourism Arts and Culture Advisory group for meetings held on Tuesday 12th September, Tuesday 26th September and Tuesday 10th October

RECOMMENDATION

That Council endorse the draft Minutes of the Tourism Arts and Culture Advisory Group for meetings held on Tuesday 12th September, Tuesday 26th September, Tuesday 10th October and Tuesday 24th October 2017.

23/18 CRS SWAN/STOTHERS : That the Recommendation be adopted.

CARRIED

Background

The objectives of the Strathbogie Shire Council Tourism Arts and Culture Advisory group are to:

- To provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the development and implementation of a Tourism, Arts and Culture Strategy Plan.
- Act as advocates and champions for Tourism, Arts and Culture programs and projects with the Shire that are of community benefit.
- Provide a forum for discussion of tourism, arts and culture industry trends and best practice in the Local Government sector.

The role of the Committee is to carry out the following functions:

- To assist with the development and implementation of a Tourism, Arts and Culture Strategy Plan.
- Respond to issues referred by Council to the committee.
- Assist Council to work strategically to encourage, foster, value and promote tourism, arts and culture.
- Provide a consultative mechanism for Council on tourism, arts and culture activities within the Shire.
- Assist in identifying and responding to key issues relating to tourism, arts and culture in the Shire.
- Provide advice on the review and implementation of the future Tourism, Arts and Culture Strategy Plan.

9.7.6 Tourism Arts and Culture Advisory Group
– Draft Minutes of the Meetings held on Tuesday 12th September, Tuesday 26th
September, Tuesday 10th October and Tuesday 24th October 2017 (cont.)

The Tourism Arts and Culture Advisory Group Charter was adopted by Council on 15th of August 2017.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

9.7.6 Tourism Arts and Culture Advisory Group
– Draft Minutes of the Meetings held on Tuesday 12th September, Tuesday 26th
September, Tuesday 10th October and Tuesday 24th October 2017 (cont.)

Attachments

- Draft minutes of the Tourism Arts and Culture Advisory Committee meeting held on Tuesday 12th September
- Draft minutes of the Tourism Arts and Culture Advisory Committee meeting held on Tuesday 26th September
- Draft minutes of the Tourism Arts and Culture Advisory Committee meeting held on Tuesday 10th October
- Draft minutes of the Tourism Arts and Culture Advisory Committee meeting held on Tuesday 24th October



TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES



Tuesday 12th September 2017
Meeting Room 2 (Old SES Building), Shire Offices
5.30pm – 6.30pm

Attendees

Cr Debra Swan	<i>Councillor</i>	Cr Alistair Thomson	<i>Councillor (CHAIR)</i>
Debra Ellis	<i>Strathbogie Shire</i>	Leanne Hulm	<i>Goulburn River Valley Tourism</i>
Tom Broadhurst	<i>Community Representative</i>	Tess Egan	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>	Janelle Toomey	<i>Community Representative</i>
		Kristen MacKenzie	<i>Community Representative</i>

Apologies

Rosa Purbrick	<i>Community Representative</i>	Dan Capobianco	<i>Business Euroa</i>
Brandon Menzies	<i>Nagambie Lakes Tourism and Commerce</i>		

<p>1. WELCOME MEMBERS AND ACKNOWLEDGEMENT OF COUNTRY Councillor Thomson delivered welcome to Country and welcomed all present to the first official meeting of the Tourism, Arts and Culture Advisory Group</p>	
<p>2. APOLOGIES Received from Rosa Purbrick, Dan Capobianco and Brandon Menzies. Unfortunately the email invites were not forwarded to Dan and Brandon, this will need to be followed up</p>	
<p>3. INTRODUCTIONS All members present were given opportunity to introduce themselves and share their background, areas of passion and what they would like to see in the Arts and Culture space.</p>	
<p>4. TEAM LEADER TOURISM ARTS AND CULTURE POSITION Deb advised that 14 applications were received for the position. This has been shortlisted and interviews will be held on Thursday 21st September for the role.</p>	
<p>5. GROUP DISCUSSION</p> <p>Advisory Group Role – looked at the Charter of the Tourism, Arts and Culture Advisory Group. Key functions;</p> <ul style="list-style-type: none"> • Formal mechanism for council to consult with key stakeholders and seek specialist advice • Community participation in the development and implementation of a Tourism, Arts and Culture Strategy Plan • Acts as advocates and champions for Tourism Arts and Culture programs and projects which have community benefit. • Provide a forum for discussion of tourism arts and culture industry trends and best practice in the Local Government sector. <p>Strategy/Plan development – determined the starting point will be to gather information and examples of arts and culture strategies and best practice. Consideration not only for Australian examples but also from International sources.</p> <p>Urban Planning – discussion regarding ways to incorporate the inclusion of art projects as part of infrastructure development. E.g; toilet blocks currently being developed – is there scope for art to be included in the designs.</p>	



<p>Calendar of Events – discussion of mapping what is happening in the Shire, how this is communicated. What's On Strathbogrie Facebook page and newsletter distribution. Review of this by this group.</p> <p>Creation of Art Hubs/Creative Spaces – discussion regarding the creation of dedicated art spaces for community. A place to provide studio space for artists, showcase of the talents of local artists, a social space for creative community members to come together. The Nth East Artisan space in Benalla was referenced to as an example. Consideration to what the current infrastructure assets of Council exist and the request to provide a list of these.</p> <p>Projects - information provided on the Street Art project to be undertaken by the EVOLVE youth committee on Show and Shine weekend. Artists from Juddy Roller Studio involved (Wall to Wall Festival Benalla) Also, reference to the Water tower in Nagambie and the potential for this to be a space for art like the art silo projects in the region</p>	
<p>6. SCHEDULE OF MEETINGS Discussion regarding meetings moving forward. Group determined that they would like to meet fortnightly for the early establishment of the group to get some momentum. Tuesdays from 5.30pm-6.30pm was suitable for all in attendance. Next meeting to be Tuesday 26th September at 5.30pm.</p>	
<p>7. OTHER BUSINESS</p>	
<p>8. MEETING CLOSED: 6.45pm</p>	
<p>9. NEXT MEETING: Tuesday 26th September at 5.30pm – meeting room 2</p>	

Actions	Person Responsible
Source copies of plans for the Euroa toilet block and Nagambie toilet block developments	Deb Ellis
Investigate best practise and samples of Arts and Culture Strategies Plans and bring samples to next meeting	All members
Provide information regarding online platform for engagement in between meetings to be taken to the executive for consideration	Tom Broadhurst
Ensure both Dan Capobianco and Brandon Menzies are contacted to provide direct emails to ensure they receive information and invites to the next meeting	Deb Ellis
Review the Whats On Strathbogrie – Facebook page and newsletter	All members
Obtain a listing of Council infrastructure assets	Deb Ellis
Set meeting date and time for next meeting. Type up notes and distribute to members. Prepare agenda	Deb Ellis

TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES



Tuesday 26th September 2017
Meeting Room 2 (Old SES Building), Shire Offices
5.30pm – 6.30pm

Attendees

Cr Debra Swan	<i>Councillor</i>	Cr Alistair Thomson	<i>Councillor</i>
Debra Ellis	<i>Strathbogie Shire</i>	Leanne Hulm	<i>Goulburn River Valley Tourism</i>
Brandon Menzies	<i>Nagambie Lakes Tourism and Commerce</i>	Kristen MacKenzie	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>	Janelle Toomey	<i>Community Representative</i>
Tess Egan	<i>Community Representative</i>		

Apologies

Tom Broadhurst	<i>Community Representative</i>	Dan Capobianco	<i>Business Euroa</i>
Rosa Purbrick	<i>Community Representative</i>		

ITEM
<p>1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY Councillor Thomson delivered welcome to Country and welcomed all present to the meeting of the Tourism, Arts and Culture Advisory Group.</p>
<p>2. APOLOGIES Received from Rosa Purbrick, Dan Capobianco and Tom Broadhurst</p>
<p>3. WELCOME TO MEMBER BRANDON MENZIES Welcomed Brandon Menzies from Nagambie Lakes and Tourism Group. Provided opportunity for Brandon to share his key focus/priorities; Enhancement of Communication tools and methods</p>
<p>4. TEAM LEADER TOURISM ARTS AND CULTURE POSITION UPDATE Deb advised that 5 potential applicants were interviewed on Friday 21st Sept. Currently completing reference checks. Most applicants will need to give 4 weeks notice, so will be at least another 6 weeks before the person will commence in the position. The position will also involve working in the Council grants space and connecting community to grant opportunities.</p>
<p>5. STRATEGY/PLAN DEVELOPMENT Samples of a number of plans were received via email 3 from Alistair, 1 from Tess and Kathi will provide one via email after this meeting. Brandon also referenced the Horsham Arts and Culture Plan as a good example. Members will look at the Horsham example. Discussion regarding the following elements;</p> <ul style="list-style-type: none"> • style of the plan • inclusion of background report and a more simplistic plan document (abridged version) • Who is the target audience?

- The need for the plan to be readable for a variety of demographics (inclusive)
- The need for an electronic/interactive version that will allow for more information for those who are interested.
- Timeline for development
- Level of consultation to be undertaken and how?
- Undertaking a survey to gather information
- Alignment with budget process
- Funding for the development of the plan \$20,000

Members will continue to source and share examples of plans and will begin to collate information and background data in preparation for the new Team Leader Arts and Culture person as a starting point for the draft plan development.

6. URBAN PLANNING

Euroa - plan and photo attached . Construction almost complete . Whilst Council will be responsible for maintenance, the facility is on Telstra land and is a Rotary project , with Council assisting with project management.

Nagambie -two options will be presented to Council for discussion in October.
No agreed proposal just yet for this development

7. COUNCIL INFRASTRUCTURE ASSETS

- In progress . Existing list will need to be refined to remove irrelevant entries – roads etc
- Existing data on the Council website of local artists/venues
- Need to liaise with existing groups in the community who deliver art and culture initiatives and obtain their input and how this might occur.

8. REVIEW WHATS ON STRATHBOGIE

Weekly delivery is good.
Unsure who the target market is and how the information is collated?
No option for subscription
Is not interactive, cant access additional information via links etc
Need to also have information available to those who are not tech savy or who do not use facebook.

Leanne shared information regarding the "My Community" platform and how this worked, committee keen to explore this option and how this might work as a way for community and business to populate events themselves. Need to investigate.

9. ACTIVATING EMPTY SHOPS

Discussion regarding activating empty shop space with artists.
Leanne provided information regarding the initiative that was delivered in Shepparton regarding this.
Advised there was some issues if those seeking to access the spaces with reduced rent being a competitor to an existing business in the shopping precinct.
Also challenging to get buy in from landlords
The facilitator costs were expensive to deliver the program.

Need to explore this idea further at this stage as there are some issues to consider.

10. ARTIST DIRECTORY

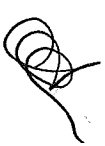
Discussion regarding audit of artists in the Shire and how we can collate this information.

Working with existing artist groups to gather information, taking into consideration privacy of sharing personal information. This may need to be a project for implementation. Further discussion required.

Also discussed the North East Artisian Group in Benalla and how they got started and established

themselves.
11. OTHER BUSINESS
Euroa Skate Park Street Art Project
Deb shared information about this project happening on Sunday Oct 1 st . Planned and developed by the EVOLVE youth committee. Juddy Roller Studios artist Kitt Bennett has created the design. Includes a paint by numbers for the community to be involved in the creation of the artworks.
Silo Art – Nagambie Water Tower
Discussion regarding the examples of silo art throughout the region. Artists immerse themselves in the community to determine what/who goes on the silos for the projects. Juddy Roller Studios have lots of experience in silo art projects. Need to engage with GV Water regarding painting the Nagambie water tower.
12. MEETING CLOSED 7.00pm
13. NEXT MEETING Tuesday 10th October at 5.30pm Meeting Room 2

Actions	Person Responsible
Completion of minutes and distribution to members	Deb Ellis
Set up calendar invite for meeting on Tuesday 10 th October	Deb Ellis
Continue to source good samples of Arts and Culture Strategies/Plans	All Members
Kathi to send the sample she has of a plan to all members via email	Kathi Clark-Orsanic
Look at existing Euroa Toilet block and potential options	All members
Source good examples and take photographs to share with the group	All members
Prepare Feedback on the Nagambie Toilet block proposal	Alistair
Find out costings for "My Community" platform and more information to bring back to the Committee	Leanne Hulm
Contact the North East Artisan Group and invite them to come and speak at one of our meetings	Kristen Mackenzie
Contact with GV Water to assess possibility of painting the Nagambie Water Tower	Leanne Hulm
Contact Sean from Juddy Roller and invite him to come up and speak about the silo art works they have completed.	Deb Ellis



**TOURISM, ARTS AND CULTURE
 ADVISORY GROUP
 MEETING MINUTES**



Tuesday 10th October 2017
 Meeting Room 2 (Old SES Building), Shire Offices
 5.30pm – 6.30pm

Attendees

Cr Alistair Thomson	<i>Councillor</i>	Janelle Toomey	<i>Community Representative</i>
Debra Ellis	<i>Strathbogie Shire</i>	Kristen MacKenzie	<i>Community Representative</i>
Kathryn Maddox	<i>Strathbogie Shire (MINUTE TAKER)</i>	Tess Egan	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>	Rosa Purbrick	<i>Community Representative</i>

Apologies

Cr Debra Swan	<i>Councillor</i>	Tom Broadhurst	<i>Community Representative</i>
Brandon Menzies	<i>Nagambie Lakes Tourism and Commerce</i>	Leanne Hulm	<i>Goulburn River Valley Tourism</i>
Dan Capobianco	<i>Business Euroa</i>		

ITEM
1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY Councillor Thomson delivered Welcome to Country and welcomed all present to the meeting of the Tourism, Arts and Culture Advisory Group.
2. APOLOGIES Received from Cr Deb Swan, Tom Broadhurst, Brandon Menzies, Leanne Hulm and Dan Capobianco.
3. TEAM LEADER TOURISM ARTS AND CULTURE POSITION UPDATE Deb advised the process is continuing. An offer had been made. Deb will in a position to provide more information in the next meeting once the process has been concluded and all arrangements finalised.
4. STRATEGY/PLAN DEVELOPMENT Councillor Thomson told the group Brandon suggested the Horsham strategy may be an example worth consideration. The Horsham example will be emailed to the group – Deb advised the Tourism, Arts and Culture Advisory group email had been established. While there is a budget allocation of \$20,000 for the development of the strategy there are many examples that can be considered and can be used to inform and guide the development of the strategy. Members will continue to source and share examples of plans.
5. URBAN PLANNING Opportunity to use the new Euroa toilet block and proposed Nagambie toilet block as a platform for public art. Kathi provided a presentation on the different opportunities to upgrade toilet blocks to incorporate public art and provided a number of examples including toilet blocks in Lilydale/Healesville/New Zealand. The presentation included: <ul style="list-style-type: none"> • Ideal fit given the prominent positioning toilet blocks are generally located in • Important to consider accessibility and meeting modern standards • Need to be clean and safe • Should be a point of pride for the community with a sense of community ownership

- Consideration should be given to sustainability and energy/water saving options

The presentation included examples of shared wash spaces and examples where existing buildings had been modified.

General discussion around whether public art is considered less attractive to vandals and may be less likely to attract graffiti.

Council is going to look at initial plans for Nagambie as the first step. Group agreed to pursue opportunities to activate toilet blocks through the incorporation of public art. Kathi accepted invitation to make presentation to Council.

Leanne sent through the Balmattum rest stop as an example.

6. COUNCIL INFRASTRUCTURE ASSETS

No additional information or update at this point. Opportunity to start with Council assets and then grow from there. Need to consider how it is presented to the community to populate

7. MY COMMUNITY PLATFORM

This is quite straight forward and should be able to be developed in-house. A number of Tourism based/community websites already exist including Nagambie Lakes Tourism and Strathbogie Tableland. Ideally would like a self populating website with the capacity to link back to the website and individual groups.

It is important to involve the volunteer groups. Kathi raised the value in the City of Melbourne approach where they have ambassadors interacting with visitors and the community.

Investigation to continue.

8. ARTIST DIRECTORY

Kristen has been in touch the North East Artisans group based in Benalla. Cornelia is happy to come and speak to the group and extended invitation to group to visit Benalla and view their gallery shop. The group did initially get a grant, however they are now self funded. The biggest challenge for them is to get volunteers to man the shop. Includes studios and a public exhibition space, located in the main street. They have about 20 artists involved.

Cr Thomson raised the question of where is the best place for a hub to be positioned. Janelle pointed out it ideally needs to be accessible with a good traffic flow to be sustainable. Arboretum, the Little Theatre Hall in Euroa and the old factory in Euroa could be possible locations. Identification of suitable location difficult as if you were to look at surplus Council assets they are in smaller towns so wouldn't have the desired visibility.

Kathi said there are a number of art shows and exhibitions happening in the little towns but are they in contact with each other. Examples of successful art events include the Month of Art in Ballarat and Shepparton's Art Festival. Would like to start developing a list of events within the Shire

Further discussion regarding mapping existing artists in Shire was undertaken.

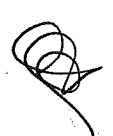
9. SILO ART - NAGAMBIE WATER TOWER ART PROJECT

Kit Bennet from Juddy Roller has been invited to the next meeting on 24 Oct. The weekend received a number of positive comments. Group agreed it would be good to talk through with Kit the actual process of painting a tower/consultation with community /funding sources.

Leanne will make contact with GV Water.

10. ONLINE COMMUNICATION PLATFORM

Tom in continuing to work on this.



11. OTHER BUSINESS

Cr Thomson invited members to raise points for discussion and interest areas through the group.

Janelle flagged she would like to hear more about tourism numbers. There was discussion about the best way to access these through Goulburn River Valley Tourism or individual businesses and Visitor Information Centres. Group agreed they would be of value.

Group confirmed discussed possible days and dates for the tour of North East Artisans with a Monday the preferred day. Kristen to liaise with Comellia and advise the group.

Request made that we begin the process of developing a register of public art in the Shire by people developing a list of public art in their own town and bringing it back to the group.

Brandon advised by email that he is no longer able to commit to the group due to other commitments. Group agreed Nagambie Lakes Tourism and Commerce would be approached to nominate another representative.

12. MEETING CLOSED 7.00pm

13. NEXT MEETING Tuesday 24 October at 5.30pm Meeting Room 2

Actions	PERSON RESPONSIBLE
Completion of minutes and distribution to members	Kathryn Maddox / Deb Ellis
Email Horsham example of strategy to the Group	Cr Thomson
Continue to source good samples of Arts and Culture Strategies and Plan	All members
Kathi to make presentation to Council on using toilet blocks as a platform for public art in the Shire.	Kathi Clark-Orsanic
Confirmation of date and location of above presentation to Council	Cr Thomson
Provide an update on Council Infrastructure Assets	Deb Ellis
Continue investigation into My Community Platform	Leanne Hulm
Confirm visit details to North East Artisans in Benalla and advise group	Kristen Mackenzie
Nagambie Water Tower project - Kit Bennet from Juddy Roller to present to the Group at the next meeting	Deb Ellis
Contact GV Water in regard to the Nagambie Water Tower project	Leanne Hulm
Advancement of Online Communication Platform	Tom Broadhust
Obtain available information and statistics on tourism numbers	Goulburn River Valley Tourism
Commence development of public art in the town – members to supply list of public art in their own town	All members
Contact Nagambie Lakes Tourism and Commerce with invitation to nominate a representative	Deb Ellis

**TOURISM, ARTS AND CULTURE
ADVISORY GROUP
MEETING MINUTES**



Tuesday 24th October 2017
Meeting Room 2 (Old SES Building), Shire Offices
5.30pm – 6.30pm

Attendees

Cr Alistair Thomson	<i>Councillor</i>	Leanne Hulm	<i>Goulburn River Valley Tourism</i>
Debra Ellis	<i>Strathbogie Shire</i>	Dan Capobianco	<i>Business Euroa</i>
Kathryn Maddox	<i>Strathbogie Shire (MINUTE TAKER)</i>	Rosa Purbrick	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>		

Apologies

Cr Debra Swan	<i>Councillor</i>	Kristen MacKenzie	<i>Community Representative</i>
Tess Noonan-Egan	<i>Community Representative</i>	Janelle Toomey	<i>Community Representative</i>
Tom Broadhurst	<i>Community Representative</i>		

ITEM

1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY

Councillor Thomson delivered Acknowledgement of Country and welcomed all present to the meeting of the Tourism, Arts and Culture Advisory Group.

2. APOLOGIES

Received from Cr Deb Swan, Kristen MacKenzie, Tess Noonan-Egan, Janelle Toomey and Tom Broadhurst

3. JUDDY ROLLER STUDIOS

Sean Hoskins contacted Deb and advised he was unable to attend due to a personal matter that had come up. He provided Deb with information to be presented to the group and would like to reschedule. Information presented included:

- Brim Solo in Wimmera region. Aim was to capture the social issues, impact of population reduction, strong sense of community
- Silo Art Trail – across 200km linking six rural towns in the north west Wimmera region. Six street artists involved with focus on drought affected areas. Rosebery still being completed.

Cost estimate is anywhere between \$30,000 and \$80,000.

Discussion regarding opportunities for Nagambie water tower project. Leanne informed group one wall had been completed in Shepparton (on GV Water building) with another two to be completed. This process began with an approach to GV Water Chair Peter Quinn. Council made the decision not to seek input from Community as they felt it would be a never ending process.

Public art discussion led to discussion about opportunities for incorporating art into existing toilet blocks. Group agreed one project does not override the other, but complement each other.

4. TEAM LEADER TOURISM ARTS AND CULTURE POSITION UPDATE

Deb advised unfortunately unable to provide any additional information at this point in time as process remains ongoing.

<p>5. STRATEGY/PLAN DEVELOPMENT Councillor Thomson stated a number of examples had been circulated and the group now needed the resource (Team Leader Tourism Arts and Culture) to move forward.</p>
<p>6. URBAN PLANNING Kathi presented to Council on opportunities for amenity blocks – presentation went well. Goal of making amenity facilities more than just a toilet block.</p>
<p>7. COUNCIL INFRASTRUCTURE ASSETS No additional information or update.</p>
<p>8. MY COMMUNITY PLATFORM Leanne advised the Australian Tourism Data Warehouse (ATDW) is free for community events and an effective platform already in place. This website is the main Australian tourism website used to promote events, business and attractions. It is available to businesses for approximately \$250 per year. Leanne recommended steering people to this platform. Dan pointed out unfortunately the ATDW hasn't had the uptake at a local level, with discussion around why and the impact of lack of local branding and awareness on local buy-in. The group agreed it needs to be pitched and packaged in another way to work for the community and increase participation. Dan suggested having this conversation directly with the ATDW about the possibility of including local branding to resolve this barrier. Deb advised the Council website currently included a link to the ATDW website to assist groups promote their events, however it is not being used. The group agreed there was a need to try and educate and inform the community of the benefits and ease of using the ATDW to promote events. Important to reach the additional layer of events that does not come through Council. There is an opportunity to circulate information through different databases/newsletters/council's social media platforms/community noticeboards with catchline 'Promote Your Event For Free'.</p>
<p>9. ARTIST DIRECTORY Kristen to continue to liaise with the North East Artisans group in Benalla to set a date to visit with aim of better understanding how an art hub operates. General discussion about opportunities to investigate use of a vacant shops and other locations within the Shire with a range of possible options raised.</p>
<p>10. ONLINE COMMUNICATION PLATFORM Continuing</p>
<p>11. OTHER BUSINESS Deb requested confirmation on process of writing to Nagambie Lakes Tourism and Commerce in relation to nominating a representative. Cr Thomson advised confirmation would be sought to confirm that it's a matter of writing to them requesting they nominate a representative. Dan requested clarification on whether if he is no longer on the Executive Committee of Business Euroa whether he can still be their representative. Cr Thomson advised 'yes' if Business Euroa were happy to continue with their nominated representative. General discussion around the sourcing of funding for major arts projects such as the water tower art concept. Leanne advised she is happy to commence discussion and lobbying Minister Danielle Green.</p>
<p>12. MEETING CLOSED 6.40pm</p>
<p>13. NEXT MEETING 5 December 2017 Meeting Room 2</p>

Actions	PERSON RESPONSIBLE
Completion of minutes and distribution to members	Kathryn Maddox / Deb Ellis
Nagambie Water Tower project – confirm reschedule of Sean Hoskins (Juddy Roller) to present to the Group	Deb Ellis
Nagambie Water Tower project - commence initial discussions with GV Water about artistic opportunities	Leanne Hulm/Rosa Purbrick
Discussion with ATDW in relation to inclusion of some form of local branding to increase usage	Dan Capobianco
Circulation of a one-page information sheet on ATDW to the group for further circulation	Leanne Hulm
Initial contact with Council's communication department to set up a meeting with Leanne Hulm about promoting ATDW	Kathryn Maddox/Leanne Hulm
Confirm details of visit to North East Artisans group in Benalla	Kristen Mackenzie
Provide an update on Council Infrastructure Assets	Deb Ellis
Advancement of Online Communication Platform	Tom Broadhurst
Obtain available information and statistics on tourism numbers	Leanne Hulm
Commence development of public art in the town – members to supply list of public art in their own town	All members
Confirmation of process of contacting Nagambie Lakes Tourism and Commerce with invitation to nominate a representative	Cr Thomson

9.7.7 Sustainable Development Reference Group
- Draft Minutes of the Meeting held on Thursday 12 October 2017

Author & Department

Team Leader, Sustainable Development / Sustainable Development Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Attached are the draft meeting minutes of the Sustainable Development Reference Group held on 12 October 2017 for Council's endorsement.

RECOMMENDATION

That Council endorse the draft Minutes of the Sustainable Development Reference Group meeting held on 12 October 2017.

24/18 CRS WILLIAMS/SWAN : That the Recommendation be adopted.

CARRIED

Background

The Strathbogie Shire Council has resolved to appoint a Reference Group to advise policy and direction for sustainable development, to ensure that related activities meet the objectives and the vision of Council.

In 2014 the Council approved a new Terms of Reference for the committee and a new committee was appointed, to provide strategic direction for sustainable development to the Council.

Alternative options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic links - policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents.



9.7.7 Sustainable Development Reference Group
- Draft Minutes of the Meeting held on Thursday 12 October 2017 (cont.)

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements have been considered and applied in development of the report and recommendation.

Financial/Budgetary implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations.

Economic implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental/Amenity implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal/Statutory implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council

Consultation

The Sustainable Development Reference Group is a consultative group that helps Council formulate policy recommendations.

Attachments

Draft Minutes of the Sustainable Development Reference Group of 12 October 2017

**SUSTAINABLE DEVELOPMENT
 REFERENCE GROUP
 MEETING MINUTES**



Thursday 12 October 2017
 Conference Room, Shire Offices
 4.00pm – 5.30pm

Attendees

Cr Mick Williams	<i>Councillor</i>	Carole Hammond	<i>Strathbogrie Shire</i>
David Jamieson	<i>Strathbogrie Pine Action Group</i>	Clare Allen	<i>Strathbogrie Shire</i>
Peter Robinson	<i>Vic Farmers Federation</i>	Cr Kate Stothers	<i>Councillor</i>
Shirley Saywell	<i>Euroa Environment Group</i>	Andrew Dunning	<i>Business Euroa</i>

Apologies

1. WELCOME MEMBERS AND WELCOME TO COUNTRY – Cr Mick Williams	4.00pm
2. APOLOGIES Nil	4.05pm
<p>3. MATTERS ARISING FROM PREVIOUS MINUTES</p> <p>3.1 Project Sub Committee: Draft Objectives & Commencement of Meetings</p> <p>The September resolution 6.1:</p> <p>That the committee take a few days (until 28/9/17) to consider the NVRR Objectives and final objectives will reported back to the SDRG in October.</p> <p>A summary of past conversations to simplify the Objectives was taken into account to present the following as the NVRR Objectives;</p> <ol style="list-style-type: none"> 1. Ensure the Native Vegetation Rebate Policy principally acts to encourage residents to protect, enhance and restore local land; 2. Take into account; <ol style="list-style-type: none"> a. Similar LGA rate rebate programs ie Environmental Farming Rebate; b. current land designated on title for conservation or biodiversity purposes; c. How land stewardship programs run across the Shire will interact with. 3. Evaluate and endorse a land conservation rate rebate structure. 4. Endorse a Land Conservation Rate Rebate Policy. <p>Recommendation: That the objectives are accepted and the proposed sub-committee are engaged to commence meetings from November 2017.</p>	4.10pm



GENERAL DISCUSSION

- Subcommittee shouldn't be engaged until reference group is clearer on what we're trying to achieve, however the sub-committee as experts should be part of that conversation too.
- Incentives for covenant property could be a lot of work and minimal reward
- Keeping it simple would be most effective- is a subcommittee warranted? First step for the group should be to focus on covenanted land and keep land management rebates in mind for future.
- We don't have enough resources at Council to continue to revisit the issue. The idea was to have a sub-committee look into all options now. There are many facets to consider, over and above the conservation system, including rebate pricing, issues with landholders losing their farm rate, affordability to council, do we advocate for an Environmental Farm CID? Hence the sub-committee.
- Would be good to have a land management rebate system to encourage the restoration of degraded land, but would be challenging with these resources, however recognise that Covenants frighten some people and not many will be willing to put their hands up.
- Concerned that Council should look at something that is going to benefit more ratepayers rather than just the few who can afford, or who have premium land that trust for nature accepts.
- We need to gauge who will benefit and how much it will cost Council.
- We also need to evaluate the benefits and progress of Council's involvement.
- Education is a priority too, but it is not part of this particular discussion and also is delivered in other programmes.
- A strong view from some of SDRG that we concentrate on conservation covenants through Trust for Nature first
- Need to know more about price, communication, administration before moving forward
- This was all put to Council earlier in 2017 but Council pushed it back to SDRG.

Amended Recommendation: To arrange for Trust for Nature, David Roff and Phil Howard to attend the next meeting on Thursday 9 November to discuss rate rebates and covenant details.

MOVED- D Jamieson
SECONDED- S Saywell
CARRIED UNANIMOUSLY

Further comments regarding the minutes of September 14 included:

- Meeting minutes not available on the website
- Intentions to make minutes available on website, but currently issues with website access- will put minutes up once this is rectified.
- Progress on Euroa 2050 report:
- Resourcing problems- Were going to have a pop up street event to consult with public but instead now considering joining with another event.
- Currently considering events happening in Euroa CBD
- Short film competition won't be schedule until next year due to timing with

school terms and not enough time to implement before Christmas	
4. ACCEPTANCE OF MINUTES That the Minutes of 14 September 2017 be accepted. MOVED- S Saywell SECONDED- P Robinson CARRIED UNANIMOUSLY	4.45pm
5. UPDATE: Team Leader Sustainable Development 5.1 Council Energy Report for discussion 1. Offer from Sustainability Victoria for a 3 year program involving audit of energy use of Council-managed buildings and implementing energy efficiency to buildings 2. In the process of obtaining power bills for all Council-managed buildings to look at cutting energy costs. Committees of Management are encouraged to put their hand up for Bogie Bulk Buy donated solar to community building. Action- Graytown to be contacted to send through power bills and be considered for community donation 3. Solar battery seminar on 18 November at 10.30am. Climate Council will be attending to interview people involved. Cr Williams congratulated the great work Carole Hammond has been doing in this space and everyone involved in Bogie Bulk Buy 4. Grants coming out of State Govt. State Govt target is 25% renewables by 2020 and 40% by 2025 Great to see such an uptake of renewables in regional/rural areas A lot of interest from Councils at Goulburn Broken Greenhouse Alliance meeting to enter into Goulburn Broken Greenhouse Alliance and rural regional energy foundation assisting people to invest in energy. Recommendation to put together feasibility study. 5.2 Roadside Weeds and Pests Control Contract finalised, chosen preferred providers to work with Landcare. 5.3 Fruit Fly Task Force Had a workshop in Tatura on Monday A lot of fruit fly in the Strathbogie Shire More needs to be done to educate local people Info has been put on the website and signage has been arranged for towns Weekly newspaper updates could help create better awareness? 5.4 Roadside Conservation Assessment Progress The project is progressing very well. Some plants to note that have been found include Silver Banksia, Snow Gum, Blakely Red Gums, St John's Wort. The intent of undertaking this Assessment is proving very successful and Council is looking forward to the outcomes and community presentation. Have completed some of the roads just out of Euroa and are now in Strathbogie.	4.50pm

<p>6. OTHER BUSINESS</p> <p>6.1 <u>SDRG membership</u></p> <ul style="list-style-type: none">• Peter Scott has not attended a 2017 meeting. According to the SDRG Charter this will have to be addressed and potentially the position readvertised.• Also two other positions vacant - should we advertise for these?• Agreement that positions should be advertised to see what interest is out there <p>6.2 <u>Strathbogie Urban Forestry</u></p> <p><u>General Discussion</u></p> <ul style="list-style-type: none">• Has been a long-standing interest in Shire's tree scape from certain community sectors.• Council Plan action item for the Planning Department is to "include Urban Forestry into our urban design frameworks to increase the shaded environment of our townships."• Shirley put her hand up to help create a subcommittee and get the ball rolling with this• Comment from Team Leader Sustainable Development, that urban forestry will need to couple with multiple concurrent initiatives, ie Euroa 2050 community consultation, Strathbogie Adaptation Strategy review, Sustainable Strathbogie 2030 etc. and is recommended to only occur under the umbrella of these planning projects.• Currently no capacity within Council to support another subcommittee over and above the two agreed sub-committees we are currently working on.• Comment from Cr Williams that there's an argument for doing less, so we can do it better.• Comment from Shirley that there's not necessarily a need for council staff to be involved in sub-committees• Comment from TL Sustainable Development that significant community consultation component is planned as part of Euroa 2050 which will encompass urban design, and strategic planning for the future, these planning frameworks will roll out across each town in the shire over the next few years. They're very intensive.• Shirley - desire to have up to six sub-committees. Bring up with Council for more resources to get this happening.• Many current Council Plan projects falling under Sustainable Development/Environment and Sustainability are not budgeted by Council which impacts project planning and development. Urban Forestry does not come under the environment and sustainability area – it's a Strategic Planning action as its intent was to align to the Municipal Strategic Statement in the State Planning Scheme (due approx. April 2018).• The recommendation of the SDRG at August 2017 meeting was for the Team Leader Sustainable Development to put forward two sub-committees to assist with that role's project capacity. The SDRG can continue to discuss the intent and purpose of sub-committees if required at the November meeting. <p>MEETING CLOSED AT 5.37pm</p>	<p>5.15pm</p>
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2017 Meetings

TUESDAY 31st January 2017

TUESDAY 7th March 2017

TUESDAY 9th May 2017

TUESDAY 11th July 2017

THURSDAY 10th August 2017

THURSDAY 14th September 2017

THURSDAY 12th October 2017

THURSDAY 9th November 2017

THURSDAY 14th December 2017



**9.7.8 Avenel Primary School
- Request for Sponsorship for 2017 Energy Breakthrough Challenge**

Author & Department

Manager, Sustainable Development / Sustainable Development Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the *Local Government Act 1989*.

Summary

Avenel Primary School have made a written request to Council for sponsorship for the 2017 Energy Breakthrough Challenge.

Council has previously provided sponsorship and this year's request is asking for use of the Council Marquee to provide shade for pit crews and competitors, as well as drink bottles. There are 16 people entered in the challenge.

The event will be held in Maryborough over 2 days from November 23rd to November 25th. 2017.

In return for sponsorship, it is proposed that the two vehicles entered will display the Strathbogie Shire logo, and the Shire logo will also be prominent on the marquee. This will expose the Strathbogie Shire brand to significant cross-media opportunities.

The sponsorship will directly support Strathbogie Shire students to participate on this national scale event. It will also allow the Strathbogie Shire brand to have a presence at a large scale national event

No REMPLAN data has been provided as this event is held outside of Strathbogie Shire.

Council has previously supported the Avenel Primary School to participate in this event.

- Year 1 was \$300 cash plus in-kind donation.
- Year 2 Council supplied hats, t-shirts, drink bottles and use of a marquee.

Further information on the event is available at <https://www.racveb.com/>

RECOMMENDATION

For Council decision.

CRS LITTLE/MASON -

Motion:

That Council provide a Council marquee, drink bottles, hats and t-shirts to the competitors from Avenel Primary School in the 2017 Energy Breakthrough Challenge.

25/18

ON BEING PUT, THE MOTION WAS CARRIED



9.7.8 Avenel Primary School
- Request for Sponsorship for 2017 Energy Breakthrough Challenge (cont.)

Background

Energy Breakthrough is a national level schools event which takes place in Maryborough, Victoria each year. The event attracts close to 100,000 people across three days. The event challenges students to design, construct and race a human powered vehicle over 3 days and deliver a detailed academic presentation on their project. Avenel Primary School is the only school in the Strathbogie Shire participating in the event and this is our third year of participation.

Council has previously supported the Avenel Primary School to participate in this event.

Year 1 was \$300 cash plus in-kind donation.

Year 2 Council supplied hats, t-shirts, drink bottles and use of a marquee.

Further information on the event is available at <https://www.racveb.com/>

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The following alternatives have been identified for the consideration of Council.

- *Cash sponsorship*
- *In kind sponsorship*
- *Cash and in-kind sponsorship*
- *No sponsorship*

Risk Management

This is the first request for sponsorship being put before the current Council. The decision is for Council, and the risk management factors to consider would be reputational in respect of support or decline.

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is "*Together we are building a flourishing community*" through our mission of "*To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services*".

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

Adequate funds are available within the budget

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.



9.7.8 Avenel Primary School
- Request for Sponsorship for 2017 Energy Breakthrough Challenge (cont.)

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not require a community consultation process due to the nature of the request.

Attachments

Nil

9.7.9 Jayco Herald Sun Tour 2018
- Sponsorship Request from GTR Events

Author & Department

Manager, Sustainable Development / Sustainable Development Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the *Local Government Act 1989*.

Summary

GTR Events have provided Strathbogie Shire Council with a sponsorship opportunity for the 2018 Jayco Herald Sun Tour.

Strathbogie Shire Council provided Sponsorship in 2017 by way of in kind and financial.

For the 2018 event, GTR Events are requesting Council's support as per the 2017 opportunity, as follows:

Financial: \$2,000

In Kind:

- Traffic management assistance
- Provision of bins
- Inspection of roads
- Assistance with community notification

Strathbogie Shire Council will have the rights to have a Council logo placed on all marketing collateral for the event, and in all communication Council will be recognised as a sponsor.

RECOMMENDATION

For Council decision.

CRS LITTLE/WILLIAMS -

Motion:

That Council provide -

- 1. Financial Sponsorship**
 - \$2,000

- 2. In Kind Sponsorship**
 - Traffic Management Assistance
 - Provision of Bins
 - Inspection of Roads
 - Assistance with Community Notification

26/18

ON BEING PUT, THE MOTION WAS CARRIED

9.7.9 Jayco Herald Sun Tour 2018
- Sponsorship Request from GTR Events (cont.)

Background

The Jayco Herald Sun Tour (JHST) is Australia's oldest cycling stage race. 2018 will be the 65th edition of Tour, and will bring elite cycling to regional Victoria, Australia.

The 5-day Tour will be held from Wednesday 31st January until Sunday 4th February. The Tour is recognised at both local and international level as a unique competition and spectator experience.

The JHST works strategically with the Cadel Evans Great Ocean Road Race (CEGORR) to attract and keep the world's leading cycling teams and cyclists in Victoria for two weeks of cycling events.

The 2018 event will be the third year that the GTR team have delivered the JHST. GTR Events would like to continue the partnership with Strathbogie Shire Council by inviting Strathbogie Shire to return as a Host Council of the JHST in 2018.

The tentative course plan for Stage 3 on Saturday 3rd February 2018 is to start at Mitchelton Winery and travel 220km and finish at Lake Mountain. This stage will be one of the longest stages of the Tour's modern history.

A gala dinner will take place on Friday prior to stage 3, at Mitchelton Winery with World Tour Teams, Special Guests and Local and International Media present.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The following alternatives have been identified for the consideration of Council.

- *Cash sponsorship*
- *In kind sponsorship*
- *Cash and in-kind sponsorship*
- *No sponsorship*

Risk Management

This is the first request for sponsorship being put before the current Council. The decision is for Council, and the risk management factors to consider would be reputational in respect of support or decline.

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is "*Together we are building a flourishing community*" through our mission of "*To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services*".

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.



9.7.9 Jayco Herald Sun Tour 2018
- Sponsorship Request from GTR Events (cont.)

Financial / Budgetary Implications

Adequate funds are available within the budget

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not require a community consultation process due to the nature of the request.

Attachments

Nil



9.7.10 Community Satisfaction Survey Results - 2017

Author & Department

Manager, Community Relations / Sustainable Development Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

As per the requirements of the Local Government Performance Reporting Framework, Council must conduct a survey of its local community to assess areas of key performance. Council went over and above the mandatory reporting requirements by sending out surveys to all households in the Strathbogie Shire, as well as posting the survey online and conducting several phone interviews.

Copies of the results of the survey for 2017 have been distributed to Councillors, and the report is appended to the Agenda.

RECOMMENDATION

That Council note the report.

CRS STOTHERS/SWAN -

Motion:

- 1. That Council note the report.**
- 2. That Council align the results of this survey to the Council Plan actions and include these results, in accordance with the Local Government Reporting Framework, in the annual Council Plan reporting process as a baseline to assess future satisfaction levels.**

27/18

ON BEING PUT, THE MOTION WAS CARRIED

Background

The Strathbogie Shire Council has an ongoing need to measure how satisfied residents are with resources, facilities and services provided by the Council. Not only to make improvements and ongoing adjustments, but also to meet the mandatory reporting requirements under the Local Government Performance Reporting Framework (LGPRF).

This year a total sample of 960 was achieved (over a wide variety of demographics) via a postal and online survey between 20 April and 21 June 2017.

The full results of the survey are available as part of the Council Plan commitment to open and transparent reporting.

9.7.10 Community Satisfaction Survey Results - 2017 (cont.)

In summary the results show that:

1. Strathbogie Shire residents are satisfied with some services and facilities that are provided and maintained by Council.
2. Residents rate the reputation of Council poorly and are not recognising that rates represent value for money. Financial management has the largest impact on overall perceptions of Council reputation – as the evaluation on this measure is low, Council could focus on this area as it represents a good opportunity to further improve overall perceptions.
3. Areas where Council rated exceptionally well – and ranked an index of 70 or over included:
 - Euroa Community Cinema (80/100)
 - Libraries (82/100)
 - Customer service performance overall (70/100)
 - Customer Service staff being friendly, helpful and professional (76/100)
 - Quality of services provided by customer service staff (72/100)
 - Immunisation (70/100)
 - Let's Talk – We Are Listening Engagement Program (72/100)
 - Green Waste Collection (71/100)
 - Recycling Collection (71/100)
 - Parks and Reserves (70/100)
 - Saleyard Operations (70/100)
 - Sporting Events (70/100)
4. Areas where Council scored the lowest (scores 40 or under out of 100) :
 - Overall reputation (38/100)
 - Value for money (34/100)
 - Financial management (36/100)
 - Decisions made at Council Meetings (38/100)
 - Transparency and Trust (39/100)
 - Overall value for money (34/100)
 - Rates being fair and reasonable (28/100)
 - Fees for other services being fair and reasonable (35/100)
 - Condition of unsealed local roads (31/100)
 - Lobbying on behalf of the community (39/100)
 - Decisions made in the interest of the community (38/100)

Risk Management

That Council utilises the results to make improvements to its reputation and overall satisfaction.

That Council utilises the results to mitigate reputation issues in the future, i.e. Investigative inquiries.

9.7.10 Community Satisfaction Survey Results - 2017 (cont.)

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements

Financial / Budgetary Implications

Financial or Budgetary implications may arise depending on the course of action decided by Council as a result of this report

Economic Implications

Economic Implications may present should Council use the feedback to make organisational improvements as a result of the feedback from the report

Environmental / Amenity Implications

Environmental / Amenity implications may arise depending on the course of action decided by Council as a result of this report

Community Implications

The report is an accurate representation of community sentiment within the Strathbogie Shire relating to the overall performance and reputation of Council.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006

Legal / Statutory Implications

The author of this report considers that the survey was conducted to comply with the Local Government Performance Reporting Framework requirements.

Consultation

This year Council decided to do a more comprehensive survey which included additional questions to the ordinary mandatory reporting required by State Government. The consultation was wide spread and received a total of 970 survey responses (over double that of the normal State Government surveys which only access 400 residents).

The consultation was based on community perception of the services and facilities managed by Council.

This survey report provides Council with a clear benchmark on areas it can improving on moving forward.

Attachments

Nil

Appendix

Shire of Strathbogie Annual Residents Satisfaction Survey 2017

9.7.11 Council Policy Review
- Kerbside Waste Collection Services Policy

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

A revised Kerbside Waste Collection Services Policy is presented to Council for adoption.

RECOMMENDATION

That Council -

- 1. Adopts the Kerbside Waste Collection Policy.**
- 2. Revokes the former policies: -**
 - Household Garbage and Recycling Collection Services**
 - Commercial Garbage and Recycling Collection Services**
 - Recycling Arrangements for Educational Institutions**
 - Waste Management Arrangements for Public User Groups**

28/18 CRS MASON/LITTLE : That the Recommendation be adopted

CARRIED

Background

The revised policy provides for the inclusion of organics into Council's standard collection service. It also combines four existing policies (Household Garbage and Recycling Collection Services, Commercial Garbage and Recycling Collection Services, Recycling Arrangements for Educational Institutions and Waste Management Arrangements for Public User Groups) into one.

Specific changes in the revision are listed as follows: -

"Kerbside Collection Service Charges"

- a) Inclusion of statement referencing Council's entitlement to charge Service Charges under Local Government Act.
- d) Inclusion of an Organics Bin into the annual service charge.
- e) Statement regarding the intent of the structure of the service charges.

9.7.11 Council Policy Review
- Kerbside Waste Collection Services Policy (cont.)

"About the Kerbside Collection Services"

- a) Inclusion of Organics into the standard collection service.
- b) Inclusion of bin size options.
- c) Changing from *"MUST also receive at least the equivalent number of recycling collection services"* to *"MUST also receive at least one kerbside organics collection service and one kerbside recycling collection service."*
- d) Inclusion of provision of caddy and liners as part of the organics service.

"Residential Kerbside Collection Services in Urban Areas"

- a) Inclusion of Organics charge into the charges levied.
- e) Criteria regarding cancellation of services.

"Extensions to Kerbside Collection Routes"

- d) Inclusion of a clause to cover "cross council" collections. This is an outcome of the collaborative tender / contract process resulting in all Council's utilising the one collection contractor.

"Exemptions from Residential Kerbside Organics Services"

This is a completely new section to cover those residents who have their own, suitable alternative means of recycling their organic waste.

"Special Needs Kerbside Collection Services"

- a) Inclusion of nappy / incontinence products disposal as a special needs collection.
- b) and c) New clauses to outline the process for approving / monitoring special needs collections.

"Kerbside Collection Services from Commercial Premises"

- e) Inclusion of a clause to cover waste services for "Opp Shops".

"Kerbside Collection Services from Nursing Homes / Retirement Villages"

New section.

"Kerbside Collection Services from Educational Organisations"

- a) Inclusion of organics service allocations.

"Kerbside Collection Services for Rateable and Non-rateable Public User Groups"

Inclusion of organics service allocations.

"Special Events"



9.7.11 Council Policy Review
- Kerbside Waste Collection Services Policy (cont.)

New section to cover the requirements of providing bins and services to events.

"Contamination of Kerbside Bins"

New section proposing steps to be taken to minimise / eradicate bin contamination occurrences. Reference is included to the local law penalty provisions.

"Public Place Recycling"

New section.

NOTES

1. The draft policy does not support the continuance of historic arrangements, such as: -
 - a. Having a recycling bin only, or a 2 bin service excluding recycling, on some routes.
 - b. Use of non-standard bins at Council properties and reserves, with non-contract means of disposal.
2. The need is recognized to develop KPI's for contamination and separation, education and communication, and reducing cost longer term. These matters are being considered in a Waste and Resource Recovery Strategy document, under development.
3. The policy would see residential units within Motels and Caravan Parks receive a standard service charge in urban areas.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No other feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations, other than those budgeted.

9.7.11 Council Policy Review
- Kerbside Waste Collection Services Policy (cont.)

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Kerbside Waste Collection Services Policy





KERBSIDE WASTE COLLECTION SERVICES POLICY

COUNCIL POLICY	
Effective Date:
Last Review:	
Current Review:	
Adopted by Council:
Next Review Date:	Jan 2019
Responsible Officer/s:	Director Asset Services

A handwritten signature in black ink, located in the bottom right corner of the page.

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POLICY STATEMENT

The purpose of this Policy is to state Council's objectives with regard to the waste management services it offers to residents, businesses and other groups within the Shire.

POLICY APPLICATION

This Policy applies to the waste management services provided by Council and their associated service charges.

The Council is able to establish this policy in accordance with its powers under the *Local Government Act*.

POLICY

Statement of Commitment

The Strathbogie Shire Council is committed to facilitating effective, economical and sustainable waste management practices that assist in achieving the following goals

- Minimising the amount of landfill waste generated within the municipality
- Increasing the recovery of resources
- Providing alternatives to landfill disposal
- Minimising the contamination of recycling and organic waste streams

Kerbside Collection Service Charges

- a) Council is entitled to charge Service Rates and Charges for the collection and disposal of waste under the Local Government Act, 1989.
- b) Council will consider declaring kerbside collection service charges and their quantum during the budget process each financial year.
- c) A kerbside collection service charge is an annual charge on a property
- d) Each annual kerbside collection service charge will be per kerbside collection service (one Mobile Garbage Bin (MGB), one Mobile Organics Bin (MOB) one Mobile Recycling Bin (MRB)).
- e) Kerbside collection service charges are structured to reflect the service cost to Council and are geared toward encouraging residents to reduce waste to landfill.

About the Kerbside Collection Services



- a) The Standard Kerbside Collection Service provided by Council will be delivered as follows:

- Organics One x 120 litre MOB collected weekly
- Recycling One x 240 litre MRB collected fortnightly
- Garbage One x 120 litre MGB collected on the alternate fortnight to Recycling

- b) The following alternative kerbside collection services are available to allow customers to meet their particular needs:

Organics – Weekly Collection	Recycling – Fortnightly Collection	Garbage – Alternate Fortnight to Recycling
240 litre MOB	120 litre MRB	80 litre MGB
	360 litre MRB	240 litre MGB

- c) All residential properties receiving kerbside garbage collection services MUST also receive at least one kerbside organics collection service and one kerbside recycling collection service.
- d) All residential properties receiving a Kerbside Organics Collection Service will be provided with the following items from Council to assist with the effective collection of organic food waste:
- i. An 8 litre Organics Kitchen Caddy (delivered with each Mobile Organics Bin)
 - ii. A roll of 150 compostable Organics Kitchen Caddy liners (delivered to the property every year)
- e) All MGBs, MOBs and MRBs and Organics Kitchen Caddies and liners provided by Council to residents remain the property of Council and must be kept at the address they have been issued to.
- f) Council will undertake repairs on damaged bins or caddies and replace any bins that are stolen or damaged whilst left out for collection. However, if a bin or caddy is damaged or lost as a result of misuse or other action on a resident's part, the cost of replacement or repair of the damaged or stolen bin or caddy may be sought from the ratepayer of the property that it was allocated to.
- g) Given the large geographic size of the municipality, it is not economically feasible to support kerbside collection services to all areas of low density settlement. Collection routes are mainly limited to:
- Township Zones
 - Rural areas where the ratio of homes to the distance travelled makes provision of services economically feasible; and
 - Roads travelled that link collection routes together.

Refer Appendix 1

Residential Kerbside Collection Services in Urban Areas



- a) Councils Standard Service Charge will be levied on all habitable properties within township zones and on designated densely populated areas of the municipality. [These charges will apply regardless of whether or not:
 - the dwelling is permanently occupied or
 - the service is required or utilised.
- b) Charges for the standard kerbside collection services on new dwellings in urban areas shall apply as of the date that Council's Rates Department receive the Certificate of Occupancy.
- c) Additional kerbside collection services or changes to the Standard Kerbside Collection Services bin sizes can be provided upon application. Additional or reduced fees may apply depending on the bin size and service chosen.
- d) Each additional kerbside garbage collection service MUST be matched with the equivalent number of kerbside organics and kerbside recycling collection services. However, application can be made for additional kerbside organics or kerbside recycling collection services alone.
- e) Kerbside collection services and their associated charges can only be cancelled if the property becomes uninhabitable.
- f) Any amendments to service allocations can only be made by the property owner or person legally responsible for payment of rates.

Residential Kerbside Collection Services in Rural Areas

- a) Kerbside collection services are available on application for all habitable dwellings located on existing collection routes in rural areas of the Shire. Application must be made by the property owner or person legally responsible for payment of rates.
- b) Kerbside collection services may be available for properties adjacent to existing collection routes, provided the bins are delivered to and from an agreed location on the route for collection and any other criteria stipulated by Council and / or its service provider is met. Standard collection charges will apply.
- c) Additional kerbside collection services or changes to the Standard Kerbside Collection Services bin sizes can be provided upon application. Additional or reduced fees may apply depending on the bin size and service chosen.
- d) Each kerbside garbage collection service must be matched with the equivalent number of kerbside organics and kerbside recycling collection services. However, application can be made for additional kerbside organics or kerbside recycling collection services alone.
- e) Any amendments to service allocations can only be made by the property owner or person legally responsible for payment of rates.



Extensions to Kerbside Collection Routes.

- a) The following shall be given consideration before adopting any extensions to existing collection routes:-
- All roads on the extended route are listed on Council's Register of Public Roads
 - Economic feasibility of additional service (cost v benefit);
 - Existing contractual arrangements;
 - Physical constraints of extended route (ie: pavement strength of road to take heavy vehicles, width and alignment of road, bridge load limits, slope of road, turning area if required);
 - Possibility of damage to Council assets by heavy vehicles (ie: damage to bridges, road surface, road furniture);
 - Number and proximity of dwellings serviced (additional distance travelled does not exceed two kilometres per service);
 - Impact of additional routes on the existing collection day program;
 - Proximity to existing collection routes.
- b) In addition, Council could, at its discretion, choose to extend collection routes based on, but not limited to, the following:
- Township growth
 - Contractor's collection schedules
- c) Access using private roads to provide collection services can be approved where a specific access agreement has been negotiated between Council, the collection contractor and the landowner.
- d) Requests to provide collection services to properties located within adjoining municipalities and in close proximity to the border with Strathbogie Shire will be investigated on a case by case basis. For this service to take place, agreement must be reached with the particular Council that the property is located in, to either.
- bill the relevant Council separately for the collection;
 - come to a mutual understanding regarding the costs on quid pro quo basis; or
 - bill the ratepayer as a sundry debtor.

Exemptions from Residential Kerbside Organics Collection Services

Exemption from residential organics collection services and associated organics service charges may be approved by Council, subject to the applicant satisfactorily demonstrating:

- i. That extreme sensitivity to cost is the driver for the seeking of an exemption.
- ii. That capacity for an appropriate, alternative means of disposal of organic waste exists.
- iii. Adequate written commitment by the ratepayer to not place any organic waste into the landfill waste bin at the property.



- iv. Agreement to the monitoring of performance through regular landfill waste bin inspections by Council Officers.

Special Needs Kerbside Collection Services

- a) For residential properties meeting any of the following criteria, the standard fortnightly 120 litre MGB service may be replaced with a larger 240 litre MGB service (or have an additional 120 litre MGB service added) at no extra cost at the request of the resident:
 - i. Six or more people permanently residing at the property
 - ii. Residents with medical conditions that result in larger than usual waste generation
 - iii. Households having to dispose of nappies or incontinence products
- b) Council will request suitable documentation from residents in order to support the request for Special Needs Collections
- c) A list of the properties receiving Special Needs Collections will be maintained and the continued need for the service reviewed at the end of each financial year.

Kerbside Collection Services from Commercial Premises

- a) Kerbside collection services are available on application for all commercial premises located on existing collection routes of the Shire. Application must be made by the property owner or person legally responsible for payment of rates.
- b) Commercial premises can apply for any combination and number of kerbside collection services (eg: organics, garbage or recycling). Each service will attract the applicable annual service charge.
- c) Any amendments to service allocations can only be made by the property owner or person legally responsible for payment of rates.
- d) For premises in urban areas that are combined residential / commercial, one Kerbside Garbage Service Charge, one Kerbside Organics Service Charge and one Kerbside Recycling Service Charge will be levied on any residential part of the premise.
- e) Kerbside collection services from commercial properties housing Opportunity Shops managed by charitable organisations, will be charged for services as per other commercial properties. However, Council will give consideration, on a case by case basis, to any requests to waive the disposal fees at Council's Resource Recovery Centres, for any unsaleable items left at these premises outside of the premise's operating hours.



Kerbside Collection Services from Educational Organisations

Council is committed to encouraging the use of recycling and organics collection services at educational institutions to assist with educating students in the benefits of diverting waste from landfill.

For the purposes of this policy, the following are considered to be educational institutions:

- Schools,
- Kindergartens / Pre-schools,
- School Camps,
- Outdoor Education Facilities

- a) All educational institutions will receive recycling and organics service allocations based proportionally on the number of students enrolled, at a rate of one service per 100 students. These allocations will be provided free of charge by Council.

0 - 100 Students = 1 x 240 litre mobile recycling bin and 1 x 240 litre mobile organics bin.
Increments of 100 increase in student numbers will receive one extra bin per increment.

Educational institutions requesting additional recycling or organics services shall apply to Council in writing. Each additional service shall be subject to the standard Service Charge.

- b) ResourceSmart AuSSI Vic is a statewide program which provides practical support to schools and their communities to learn to live and work more sustainably.

Council will provide additional recycling services free of charge to those educational institutions that commit to the ResourceSmart AuSSI Vic program, provided the institution has:

- successfully completed the ResourceSmart AuSSI Vic program's Core Module and
- commenced the ResourceSmart AuSSI Vic program's Waste Module and
- determined that additional recycling services over and above their available proportional allocation are required to successfully complete the Waste Module.



Kerbside Collection Services for Rateable and Non-rateable Public User Groups

- a) Community Groups will receive collection service allocations based proportionally on the Township's population and / or membership, based on the user group type.

These service allocations will be provided free of charge by council, provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

If a group does not provide this written undertaking, or fails to act upon this undertaking, then the group will forfeit their free allocation of services provided by Council.

- b) Additional collection services required over and above a group's prescribed allocation will be subject to the appropriate service charges. This includes additional 'one off' services required for 'Special Events'.
- c) Bins will be placed out for collection by user groups on the roadside adjacent to the user group's facility / venue on appropriate days, as per normal household collections.

This will be the standard arrangement unless an alternative, suitable collection arrangement is agreed to by Council's waste services contract supervisor.

- d) This policy does not apply to those user groups / events whose needs do not justify a collection service. Justification will be determined by Council's waste services contract supervisor, taking into consideration
- waste volumes,
 - site access and
 - bin security.
- e) This policy does not apply to those user groups that are located in an area remote from existing collection routes.
- f) User Group Definitions and Bin Allocations

1. 'A' Groups; Recreational Reserves with multi-use facilities

Recreation reserves which include joint user groups (such as Football, Cricket, Netball and Tennis Clubs) will receive collection service allocations based proportionally on the Township's population, at a rate of one 240 litre garbage bin, one 240 litre recycling bin and one 240 litre organics bin per 500 head of population.

These services will be provided free of charge, provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 500 Population = 1 x 240 litre mobile garbage bin* (MGB)
1 x 240 litre mobile recycling bin (MRB) and
1 x 240 litre mobile organics bin* (MOB)

**(or alternatively 2 x 120 litre MGBs and / or MOB)*



II. 'B' Groups; Sporting Clubs (including Bowls, Tennis, Golf), Emergency Services (CFA, SES).

Groups such as, individual Bowls, Golf and Tennis Clubs and Emergency Services facilities will receive collection service allocations based proportionally on their membership.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 120 Members = 1 x 120 litre MGB, 1 x 240 litre MRB and 1 x 240 litre MOB.
120+ Members = 1 x 240 litre MGB**, 2 x 240 litre MRBs and 1 x 240 litre MOB**.
*** (or alternatively 2 x 120 litre MGBs and / or MOBs)*

III. 'C' Groups; Senior Citizens and RSL Clubs

Senior Citizens and RSL Clubs will receive collection service allocations based proportionally on the Township's population.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 -1000 Population = 1 x 120 litre MGB, 1 x 120 litre MRB and 1 x 120 litre MOB
1000+ Population = 1 x 120 litre MGB, 1 x 240litre MRB*** and 1 x 120 litre MOB
**** (or alternatively 2 x 120 MRBs)*

IV. 'D' Groups; Community Halls

Community Halls will receive one 120 litre MGB, one 240 litre MRB and one 120 litre MOB.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

V. 'E' Groups; Cemeteries and Churches

Cemeteries and Churches will receive collection service allocations based proportionally on the Township's population.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 1500 Population = 1 x 120 litre MGB, 1 x 120 litre MRB and 1 x 240 litre MOB
1500+ Population = 1 x 240 litre MGB, 1 x 240 litre MRB and 1 x 240 litre MOB****
***** (or alternatively 2 x 120 litre MGBs, 2 x 120 litre MRBs and / or 2 x 120 litre MOB).*



Special Events

- a) Organisers of special events within the shire can apply to Council for the provision of garbage, organics and /or recycling services for their event.
- b) Application must be made to Council via Council's event application process at least:
 - 14 days in advance of the event date for events requiring less than 10 bins or;
 - 28 days in advance of the event date for events requiring more than 10 bins
- c) To promote recycling at the event each MGB must be paired with at least one MRB.
- d) Where the sale of food to consume at the event is anticipated, the Council requires one MOB to be provided at the event for every three rubbish bins provided.
- e) Council staff will work with organisers of large events around the correct placement of bins and appropriate numbers of bins for the potential visitors.
- f) Provision and emptying of 240 litre MGBs for special events will be subject to the appropriate garbage service rate for special events, as specified in Council's waste services contract of the time.
- g) Council will provide and empty up to five (5) 240 litre MRBs and / or five (5) 240 litre MOB's, free of charge for special events, in accordance with the waste services contract, provided an undertaking in writing is made and acted upon by the event organiser to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.
- h) Bins will be placed out for collection by user groups / event organisers on the roadside adjacent to the event venue on appropriate days, as per normal household collections.
This will be the standard arrangement unless an alternative, suitable collection arrangement is agreed to by Council's waste services contract supervisor.

Contamination of Kerbside Bins

If a bin is found to hold contaminated or inappropriate material, an education / enforcement process will commence, escalating as follows:

- In the first instance, the bin will be stickered to inform the resident that the incorrect material was placed in the bin.
- In the second instance, the bin will not be emptied and Council will send a letter to the property owner informing them that the bin was again presented for collection with contamination evident.
- In the third instance, the bin will be removed from the property for one collection cycle*; and
- In the fourth instance the bin will be removed from the property and not replaced until the user commits to abide by the requirements to use the bin effectively*.



*Please note that should the bin be removed, the waste management charges will continue to accrue on the property until the user commits to use the service as intended.

Whilst Council does not wish to take such drastic steps as outlined in the third and fourth instance, the contamination of each of the collection services brings financial penalties to the Council and thus the broader community. Council staff will support the household to change behaviours to use the bins correctly as far as practical to avoid escalation of the problem.

Public Place Recycling

Council encourages residents and visitors to practice their home recycling habits when out in the community. To support them, Council provides public place commingled recycling bins in high traffic areas such as shopping precincts and parks / reserves. These bins are serviced as part of the waste services contract.

Council will continue to take opportunities to establish recycling and organics bins in public places where effective.

Charter of Human Rights and Responsibilities Act 2006 and the Equal Opportunity Act 2010

The Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.



9.7.12 Council Policy Review
- Public Road Register Policy

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

A revised Public Road Register Policy is presented to Council for adoption.

RECOMMENDATION

That Council adopts the Public Road Register Policy.

29/18 CRS WILLIAMS/STOTHERS : That the Recommendation be adopted.

CARRIED

Background

The review identified the need to: -

- Recognise the Municipal Fire Management Planning committee's role in determining strategic fire access routes, and
- To simplify the listed farm access criteria from "the road provides access to at least three farm properties (public roads that provide alternate or secondary access to a property may not necessarily be included on the register.)"

To

"The road provides primary access to a farming property".

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No other feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

9.7.12 Council Policy Review
- Public Road Register Policy (cont.)

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations, other than those budgeted.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Public Road Register Policy





PUBLIC ROAD REGISTER POLICY

COUNCIL POLICY	
Effective Date:	20/04/2004
Last Review:	22/10/2013
Current Review:	November 2017
Adopted by Council:	
Next Review Date:	2021
Responsible Officer	Director Asset Services



POLICY STATEMENT

The purpose of this policy is to define the roads that the Strathbogrie Shire Council will maintain in accordance with the Council's Road Management Plan.

The Policy outlines the criteria to be met for a road to be included on the Council's Public Road Register.

POLICY APPLICATION

This policy applies to all roads within the Shire of Strathbogrie

PUBLIC ROAD REGISTER

The Road Management Act requires that a road authority (the Council) must keep a register of public roads.

The Council must register on its register of public roads a road in respect of which the Council has made a decision that the road is reasonably required for general public use.

Roads that are not included on the road register will not be maintained by the Council.

"Reasonably required for general public use":

To be included on the register of public roads, a road must meet the following criteria in order to be deemed to be "reasonably required for general public use":

- be a public highway
- the Council must be deemed to be the coordinating road authority
- the road reserve boundaries must be fenced
- the road is free of gates and/or grids
- the road relates to a council owned asset such as a pathway, a shared footway or a park
- the road provides access to a full-time occupied residence (public roads that provide alternate or secondary access to a residence may not necessarily be included on the register)
- the road provides primary access to a farming property
- subdivisional roads that have been designed, and constructed to Council's design and construction parameters, and have been accepted by Council at the end of the defects liability period
- if the road reserve boundaries are not fenced, and the road is not clear of gates and/or grids, the road may be considered to be a strategic fire access track under Council's Municipal Fire Prevention Strategy, and subject to upgrading works funded by the Country Fire Authority (CFA)

Roads that are registered on the public road register will be maintained in accordance with the Council's Road Management Plan.

The road register will be reviewed at least annually, at the time of review of the Road Management Plan.

POLICY IMPLEMENTATION:

This policy will be implemented across the whole of the municipality.

Charter of Human Rights and Responsibilities Act 2006 and the Equal Opportunity Act 2010

The Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.



9.7.13 Council Policy Review
- Asset Management Policy

Author and Department

Director, Asset Services / Asset Services Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

A revised Asset Management Policy is presented to Council for adoption.

RECOMMENDATION

That Council adopts the Asset Management Policy.

30/18 CRS STOTHERS/MASON : That the Recommendation be adopted.

CARRIED

Background

The review has provided an opportunity to describe Council's "renew before new" philosophy, the role of the Long Term Financial Plan, and aspects of renewal modelling. Refer "Capital Investment and Lifecycle Costing", page 4.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No other feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations, other than those budgeted.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

9.7.13 Council Policy Review
- Asset Management Policy (cont.)

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Asset Management Policy





ASSET MANAGEMENT POLICY

COUNCIL POLICY	
Document ID	13943
Effective Date:	17/12/2002
Last Review:	22/10/2013
Current Review:	November 2017
Adopted by Council:	
Next Review Date:	2021
Responsible Officer	Director, Asset Services

A handwritten signature in black ink, located in the bottom left corner of the page.

POLICY STATEMENT

The purpose of this policy is to outline the framework for the management of all *physical assets (Assets) within the Strathbogie Shire.*

The management of all Assets will be performed in a structured and co-ordinated way.

This policy will apply to all Assets either owned by, or under the control of, the Strathbogie Shire Council.

This Policy is directly related to and supports the Council Plan and the Long Term Financial Plan (LTFP).

Vision:

The Strathbogie Shire Council has the following vision for the management of all Assets:

The Strathbogie Shire Council meets its community needs by managing Assets within a strategic framework, using best appropriate practice to achieve maximum effective life, best community outcomes and inter-generational equity. This policy will provide for the implementation of a robust system of asset management that will imbue Councillors, Staff and ratepayers with certainty in the methodology and management practices which impact the life cycle costs of all assets on the LTFP and rates.

Organisation Goals for Asset Management:

The Strathbogie Shire Council recognises, and believes, that the on-going and proper management of all Assets is vital for the long term well-being and sustainability of the municipality.

Sound Asset management involves a whole of organisation approach. The 2013-2017 Council Plan identified as one of its Goals:-

- A safe, connected Asset network that responds effectively to community needs. Ensure the Shire's infrastructure enhances efficiency for people and freight movement, service delivery and community amenities (infrastructure).

The Objective is:

- Provide well maintained, affordable and appropriate infrastructure.

The relevant Strategy associated with Asset Management (AM) is:

- Provide best practise asset management driven by life cycle cost.

GOALS FOR ASSET MANAGEMENT

Strategy:

This objective will be achieved through the development of an Asset Management Strategy for the strategic management of all Council Asset Groups which includes the following asset hierarchy: **Land, Buildings & Structures, Transport, Bridges, Open Space, Water, Plant & Equipment, Furniture & Fittings and Cultural & Heritage.**

The System will be based on the on-going development and operation of a suite of Asset Management Plans for each group of Council Assets, as above, subordinate to an overarching Asset Management Plan (AMP).

POLICY APPLICATION

The management of Council Assets is based on a life-cycle-cost approach. Life-cycle-cost asset management is defined as the time interval between the recognition of a need, or an opportunity, through to the creation of an asset and to its final disposal/removal. The objective of this approach is to look at the best overall long term cost/benefit when making asset management decisions, measuring and including that cost in the LTFP.

At a strategic level, Council will include responsible asset management as a key consideration in its long term financial planning and the development of the Council Plan, incorporating the Strategic Resource Plan.

The life-cycle cost approach of asset management includes the following steps:

- **Asset planning** – involves confirming the service that is required and ensuring that the proposed Asset is the most effective solution to meet the customer's need, as per departmental Service Plans.
- **Asset creation/acquisition** – is the provision of, or improvement to, an Asset.
- **Asset financial management** – requires the recognition of all costs associated with Asset ownership, and supports cost-effective decision-making.
- **Asset operations** – this function relates to the day-to-day running of Assets.
- **Asset maintenance** – this function relates to the day-to-day upkeep of Assets.
- **Asset condition/performance monitoring** – where the asset's performance relates to the ability of the asset to meet the target levels of service whilst Asset condition reflects the physical state of the Asset. Monitoring Asset condition and performance throughout the asset life-cycle is important in order to identify under-performing Assets or those which are failing.
- **Asset renewal** – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.
- **Asset upgrade** – is the enhancement of an existing Asset to provide a higher level of service or to increase the life of an existing asset beyond its original life.
- **Asset expansion** - is the extension of the capacity of an existing asset to provide benefits to new users at the same standard as is currently provided to existing beneficiaries.

- **Asset new** - is the creation of a new asset which provides a service that does not currently exist.
- **Asset disposal/rationalisation** – when an Asset is no longer required, becomes uneconomic to maintain or rehabilitate. This step provides an opportunity to review the need for the asset in its current configuration or condition.
- **Asset management audit/review** – performing regular internal and external audits ensures a continuous asset management improvement cycle and assists in achieving best appropriate practice.

Asset Management Plans are built up from the above steps and take account of the following factors:

Demand and Community Expectation:

The Council will assess community demand and expectation in accordance with Best Value Victoria principles, which are:

- All services provided by a Council must meet the requirements for quality and cost standards established by Council.
- All services provided by Council must be responsive to the needs of its community.
- Each service provided by Council must be accessible to those members of the community for whom the service is intended.
- Council must achieve continuous improvement in the provision of service for its community.
- Council must develop a program of regular consultation with its community in relation to the services it provides.
- Council must report regularly to its community on its achievements in relation to the above principles.

Capital investment and Lifecycle Costing:

- All Assets will be managed from a lifecycle perspective in accordance with the relevant sections of the Asset Management Plans.
- Appropriately audited preventive maintenance program will be developed for all Assets to ensure that the lowest lifecycle cost is achieved and asset value/condition is maintained.
- Capital investment proposals, including grants from all sources, will be evaluated, prioritised and selected, in accordance with adopted Capital Works Evaluation Framework criteria, as per Asset Management Plans, which will include a whole of Council cost-benefit analysis, for renewed, upgraded and new assets.
- Council will apply the 'renew before new' philosophy by fully funding the asset renewal demand in each year of the long term financial plan as a non-discretionary budget item.
- Council will fully fund the renewal demand annually in the LTFP over the next ten years. Renewal demand will be calculated reflecting the true consumption/Depreciation of the asset and provide an indication of the future cash flows necessary to sustain asset condition and maintain



required service levels. Any additional funding available may then be applied by Council to upgrade, expansion and new works as prioritised in the annual Capital Works Program.

- In calculating the renewal demand Council will accept up to 3% of assets being outside intervention, given their good current overall condition. This will provide a window of opportunity for Council to consider its Policy, design replacements or alternatively seek Government funding.

Council will consider reducing this percentage should any subsequent modelling reveal a deterioration in the overall condition of its assets.

- The renewal demand modelled for certain high valued assets may be excluded from the LTFFP, where the asset may potentially be replaced in future by an alternative asset and/or where the renewal or replacement may be the subject of significant external funding.

Specific examples under consideration are: -

- Swimming Pool shells at Avenel, Euroa, Nagambie and Violet Town.
- Kirwan's Bridge.

Asset Operations and Maintenance:

- Maintenance plans will be designed using best available analysis techniques, as appropriate, and shall incorporate a benefit-cost approach.
- Council will regularly review all asset maintenance and lifecycle management techniques being undertaken to ensure the Council is adopting best appropriate practices.

Asset Accounting and Costing:

- The Council will keep detailed Asset registers on all Assets owned by it, or under its control.
- Economic lives will be given to each of these assets, with the written down value and depreciation value, determined in accordance with the current applicable accounting standards.
- Asset Renewal Demand will be calculated using a method that reflects the true consumption/ depreciation of the asset and provides an indication of the future cash flows necessary to sustain asset condition and maintain required service levels.
- Council will determine the cost of service delivery on a full cost recovery basis.

Risk Assessment and Management:

- Risk assessments are to be completed for all capital projects.

Asset Management Plans (AMPs):

- The Council will develop Asset Management Plans (AMPs), which will apply to all the Asset groups under the care and control of the Council, as detailed in the table below and Council Asset hierarchy.
- The development of the AMPs will be governed by community consultation outcomes and local government financial reporting requirements.
- The AMPs will include a total life cycle cost approach. Asset needs identification and concept definition through to asset disposal methodology will apply.
- The AMPs will be subject to a disciplined, continuous audit and improvement program.



Data Management:

- Responsibility for data accuracy and currency rests with the relevant Manager.
- Data will be audited periodically to ensure compliance with Council policies and procedures and Australian Accounting Standards.
- Data will be recorded on Councils Asset Management System, in a timely manner and linked to Geo-spatial Information System (GIS).

Skills & Processes:

- Councillors and staff, with asset and financial management responsibilities, are to be trained in relevant asset and financial management principles, practices and processes.
- A skills assessment will be undertaken to identify any gaps and the associated training required.
- All Asset expenditure will be accounted for in the relevant specific expenditure categories of maintenance, operations, renewal/refurbishment, upgrade/improvements, new/expansion (M.O.R.U.N. E.) and that financial reporting is capable of detailing these categories in outputs.

POLICY IMPLEMENTATION

This policy will be implemented through the creation, as required from time to time, of cross-functional teams to consider the next relevant step in the Asset Management process.

Council will establish and maintain a cross-functional Asset Management Steering Group to oversee Asset Management responsibilities and to coordinate, advise on and facilitate the implementation of the adopted Asset Management Strategy.

The attached matrix, exhibit 1, provides an indication of the relevant directorates that are considered to have input into the various steps within the complete Asset Management process for the various Asset Groups.

Existing Asset Management Plans (AMPs) will be revised every three years. This requirement will be the responsibility of the Director Asset Services. The revisions will include an updated financial forecast based on the existing Asset condition. The revision will also include an Improvement Plan to ensure the quality and reliability of the information provided by the AMPs.

Council will implement a robust Asset Management System, as supported by the Asset Capitalisation Policy document that will include an Asset Register with a link to Councils GIS system, customer service module, works management module, mobile computing, Asset condition assessment, and Asset valuation. This will allow operations/ maintenance information to be fed forward into the overall decision-making process.

Council will conduct regular condition assessments of all Asset groups, subject to the recognition requirements of the Asset Capitalisation Policy document. The frequency of the condition assessments will be a maximum of 5 years and the next assessment dates will be no later than the dates shown in the table below, excepting those shown as being carried out annually and by a particular department of Council:



Item No:	Asset Group:	Asset Category:	Assessment Frequency:	Assessment Due:
1	Transport	Roads, Paths, Kerb & Channel, Car Parks, Runways & Helipads, Traffic Control, Boat Ramps & Jetties.	3 years	November 2017
2	Bridges	Bridges, Major Culverts.	3 years	June 2018
3	Water	Storm Water Drainage, Flood Control, Water Supply & Storage, Waste Water.	5 years	June 2019
4	Land	Land Under Roads, Easements, Freehold	5 years	Annually/ Assets
5	Building & Struct.	Buildings, Swimming Pools	5 years	June 2021
6	Open Spaces	Ovals & Courts, Play Spaces, Landscaping, Open Space Amenities, Lighting, CCTV, Audio, Fencing & Gates, Trees.	5 years	June 2017
7	Plant & Equip.	Plant & Equip., Furn. & Office Equip., Software.	5 years	Annually/ Finance
8	Cultural & Heritage	Monuments, Statues, Fountains, Artwork.	5 years	June 2018

The new asset condition assessment information will be used to develop and refine the asset degradation curves, which will increase the Councils knowledge of the Asset base. The degradation curves are used to assess Asset consumption and depreciation as well as providing a better estimate of real Asset Life. Regular condition assessments will provide one measure, over the longer term, of the Councils performance in managing community Assets.

Council will regularly consult with and survey the community using a variety of appropriate techniques to gain an understanding of the communities expectations on services provided, and service levels. This work will be performed in accordance with the Best Value Victoria principles.

Related Documents:

- Strategic Longer Term Plan (Council Plan).
- 10 Year Long Term Financial Plan.
- Asset Management Strategy.
- Asset Management Plans.
- Council Policy Protocol.
- Risk Management.
- Service Plans.
- Budget Preparation and Financial Reporting.
- Municipal Strategic Statement

Review:

This policy will be reviewed at least every five years from the date of adoption, with operational amendments as required in accordance with Council approval.



Responsibility for managing a review rests with the Manager Engineering. The review will be undertaken by the Asset Management Steering Group based on industry requirements and feedback on the effectiveness of the policy in achieving its objectives which will then be provided to Council.

Charter of Human Rights and Responsibilities Act 2006 and the Equal Opportunity Act 2010

The Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.




Exhibit 1

STRATHBOGIE SHIRE COUNCIL
Asset Management – Asset Group/Responsibility Matrix

Item no:	Asset Group	Who has responsibility for the following asset management activities:										Audit/ Review
		Planning	Creation/ Acquisition	Financial Management	Operations	Maintenance	Condition/ Performance	Rehabilitation/ Renewal	Replacement	Disposal/ Rationalisation		
1	Transport	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD
2	Bridges	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD
3	Water	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD
4	Land	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD
5	Buildings & Structures	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD
6	Open Space	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD
7	Plant & Equipment	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS/CLD	AS/CLD	AS/CLD	AS/CLD/SDD	AS/CLD
8	Cultural	AS/CLD/SDD	AS/CLD/SDD	AS/CLD	AS	AS	AS	AS	AS	AS/CLD	AS/CLD/SDD	AS/CLD

***Notes:**

AS = Asset Services Directorate

SDD = Sustainable Development Directorate

CLD = Corporate and Livability Directorate

9.7.14 Euroa Visitor Information Centre

Author and Department

Manager, Sustainable Development / Sustainable Development Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the *Local Government Act 1989*.

Summary

Funds have been allocated in the 2017/18 Capital Program which includes extensions to the Shire Offices complex at the Kirkland Avenue end of Bury Street to house a new fit for purpose Visitor Information Centre (VIC). The budget consideration focused on an extension into the Youth Café driveway area (Option 1). Since that time an alternative extension onto the Bury Street frontage adjacent to the driveway has been developed (Option 2).

The project was instigated from the need to find permanent accommodation for the Euroa VIC and to combine the customer service centre with the VIC, which is considered best practice in local government, i.e. to ensure accreditation and consistency with Nagambie VIC. This will reduce VIC operational expenditure, enhance service provision and eliminate the current recorded high risk to customer service staff (due to the antiquated reception current setup). Also, it will increase accommodation/meeting space.

Both options have a good position in relation to both the Shire Offices and the Kirkland Avenue Travelers Rest and carpark. Council's evaluation of options is required so that the project can proceed to detailed design and documentation stage, then to procurement. The Officer's recommend Option number 2.

It is also recommended that consultation is commenced with the current Volunteers of the VIC located in Binney Street.

RECOMMENDATION

That Council -

- 1. Commence formal consultation with the current Visitor Information Centre Volunteers.**
- 2. Commence community consultation in relation to options to develop the Euroa Visitor Information Centre.**
- 3. Refer to the Tourism, Arts and Culture Advisory Group and the Access and Disability Advisory Committee for input.**

31/18 CRS MASON/WILLIAMS : That the Recommendation be adopted.

CARRIED



9.7.14 Euroa Visitor Information Centre (cont.)

Background

The current VIC building lease is up for renewal and is considered inappropriate due to non-compliant access, amenity facilities, security and age of the premises. Therefore, it is considered that this capital works project should be commenced as a high priority in the capital works program. The current lease will not be extended past October next year.

Concept drawings for Options 1 & 2 are attached:

- **Option 1** was constrained by the surrounding land use. The extension floor area proposed is 59m², plus cantilevered verandah.
- **Option 2** allows for expansion of the area to 71m² with conventional eave overhang.
- The budget allocation of \$100,000 was intended to provide the new building fabric and limited internal fitout.

Alternative Options

No other options have been identified other than those presented in this report. However, the status quo could remain but we would stay non-compliant.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

Council has provided \$100,000 funding in its 2017/18 budget for the purpose of building a new fit for purpose Visitor Information Centre. In addition, there will be savings in recurrent expenditure, e.g. lease costs.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has positive outcomes for the community and visitors by providing an enhanced service.

Community Implications

The existing service located at the Euroa Hub in the main street is currently run by Volunteers, consultation with the Co-Ordinator of the Volunteers will need to occur.

9.7.14 Euroa Visitor Information Centre (cont.)

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation is consistent with human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006, e.g. access for all.

Legal / Statutory Implications

The author of this report considers that the recommendation of Option 2 will ensure Council achieves statutory compliance.

Consultation

Consultation forms part of the recommendation to Council.

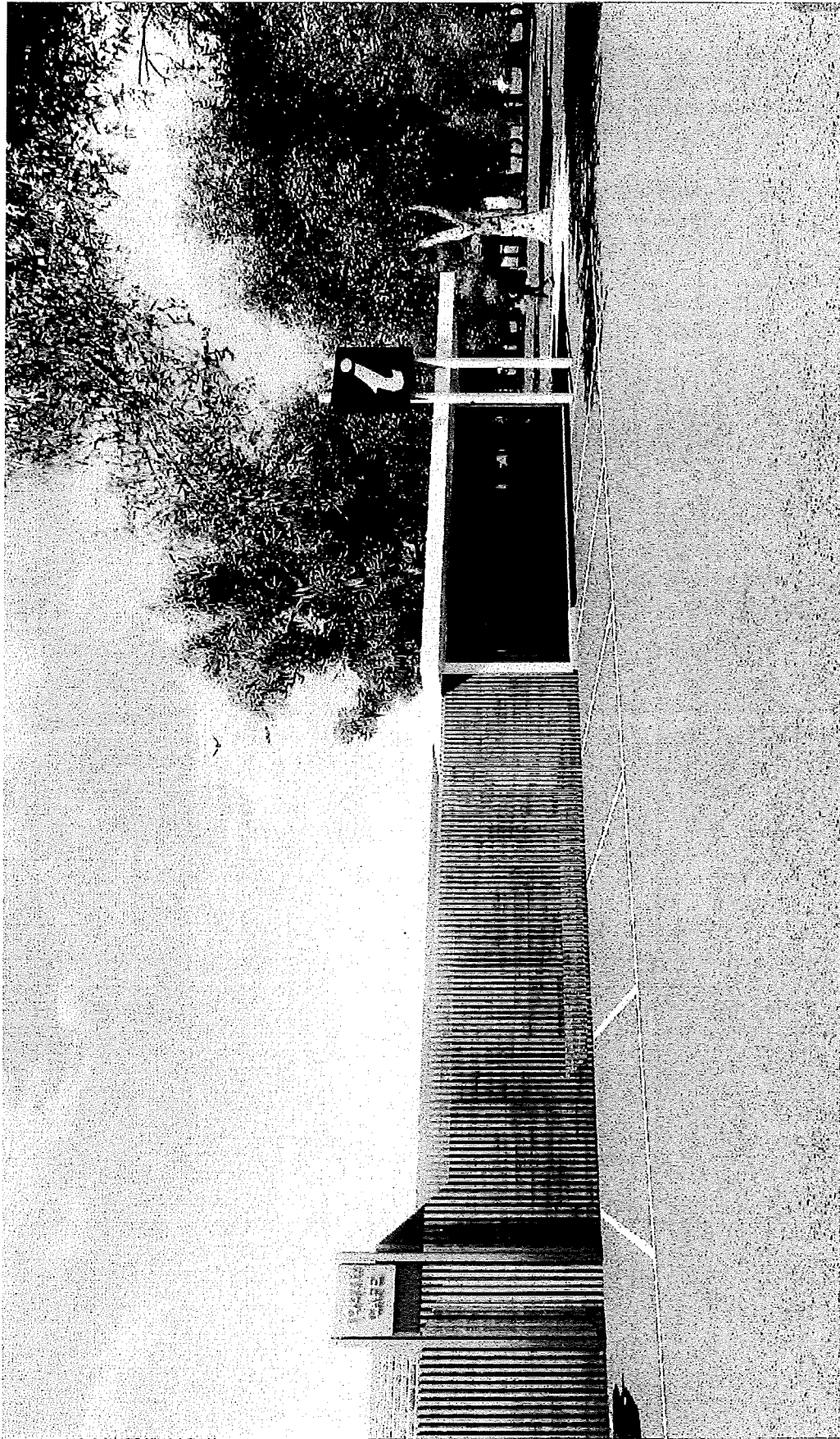
Attachments

- Option 1
- Option 2

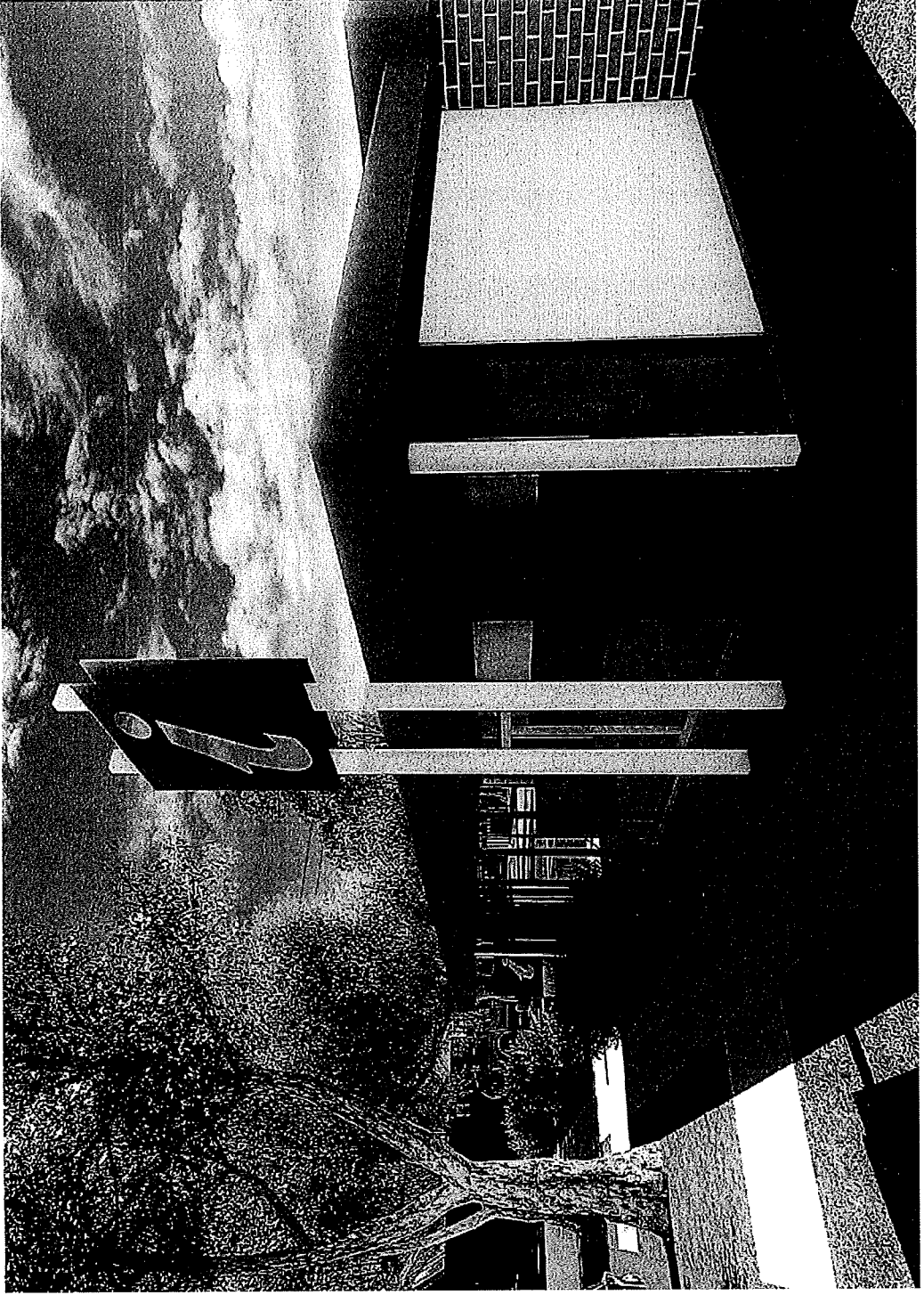




Option 1:



Option 2:



A handwritten signature or scribble in the bottom right corner of the page.

9.7.15 Roadside Trading Guidelines

Author & Department

Director, Corporate and Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

This report proposes approval of Draft Roadside Trading Guidelines.

RECOMMENDATION

That Council approves the Draft Roadside Trading Guidelines.

32/18 CRS SWAN/MASON : That the Recommendation be adopted.

CARRIED

Background

From time to time, Council receives applications from vendors seeking to operate a business on roadsides (i.e, coffee van, sale of seafood) and it is appropriate for Council to adopt Guidelines to govern these types of activities.

Council recognises that there is a need to regulate the practice of selling some products from public roads in order to ensure public safety and the fair sharing of Council's road and other reserve spaces.

These guidelines are intended to assist in determining how public roads may be used for business purposes in ways that ensure an appropriate balance between the interests of the Council, existing businesses, local residents and visitors to the region.

Alternative Options

The author of this report has considered potential alternative courses of action. No other feasible alternative have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

9.7.15 Roadside Trading Guidelines (cont.)

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations, other than those budgeted.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Council's Draft Roadside Trading Guidelines.



ROADSIDE TRADING GUIDELINES

Strathbogie Shire Council recognises that there is a need to regulate the practice of selling some products from public roads in order to ensure public safety and the fair sharing of Council's road and other reserve spaces.

These guidelines are intended to assist in determining how public roads may be used for business purposes in ways that ensure an appropriate balance between the interests of the Council, existing businesses, local residents and visitors to the region.

Definitions

Roadside trading refers to vendors selling from a vehicle or stall on the side of the road rather than from a shop or office environment.

Footpath trading involves the use of public footpaths for commercial purposes. The footpath is the area between the property boundary and the kerbside of a road that is provided for use by pedestrians.

Commercial purposes typically include the placement of advertising signs, display of goods, tables, chairs and ancillary equipment such as umbrellas, heaters, planter boxes and screens.

Permits

Roadside trading requires a permit issued under Local Law No. 6

Footpath trading outside the premises of an established business requires a permit issued under Local Law No. 6

A. Criteria to be considered before issuing a permit

Council reserves the right to cancel the permit and/or issue infringements at any time without refund of the permit fee if any of the following conditions are not adhered to: -

A.1 The use of public footpaths and streets in townships or road verges in rural areas for the selling of goods should be permitted only where: -

- a) there is no adverse impact on pedestrian safety or other road users, likely to result in injury or damage to any person or property; and,
- b) amenity of the locality can be preserved.

A.2 Only those parts of a road reserve which are considered safe for pedestrian and vehicular traffic may be utilised. Assessment of acceptable sight distance for roadside trading will be based on the following general approach for minimum stopping sight distance (SSD) either side of the proposed location: -

- a) 50 km/h = 55 metres SSD;
- b) 60 km/h = 73 metres SSD;
- c) 80 km/h = 114 metres SSD; and,
- d) 100 km/h = 165 metres SSD.

No roadside trading shall be carried out within School Zones during school times.

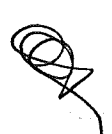
- A.3** If the applicant is not the owner of the land adjacent to the proposed location, then the applicant shall obtain the written agreement of the land owner(s).
- A.4** Ensure compliance with relevant legislation including but not limited to the Disability Discrimination Act 1992, the Road Management Act 2004, Council's Community Local Law No. 6, Building Act 1993, Planning and Environment Act 1987, Tobacco Act 1987, Food Act 1984 and the Charter of Human Rights and Equal Opportunities.
- A.5** Ensure that a clear, safe and unobstructed access exists on Council's footpath (or designated roads) at all times for pedestrians of all abilities, by ensuring that a minimum width of 1.5 metres exists for pedestrians.
- A.6** In response to a request from the permit holder, investigate possibilities to implement various engineering treatments to a footpath or road on a cost recovery basis, in order to safely accommodate the business. The cost of installation and reinstatement shall be borne by the applicant.
- A.7** Be mindful that any proposed footpath and designated Roads Trading activity should not be perceived as 'privatising' public land and that the space is clearly maintained for the purpose of a shared public and commercial space.

B. Permit Conditions

- B.1** A current copy the permit holder's Public Liability Insurance or Certificate of Currency showing a minimum of 20 million dollars liability cover is be provided to Council (and a copy of the permit holder's Public Liability renewal will be provided to Council when the current policy expires).
- B.2** Vehicles used to sell goods, and any stall must display a valid Permit.
- B.3** All vehicles and equipment must be removed from the public footpath, street or road verge at the end of each day or at the conclusion of business unless the permit indicates otherwise.
- B.4** Permission to operate in a particular location does not extend to times when a major event occurs. Approval to operate during such events in the same location is to be obtained via the event organiser and Council.
- B.5** Signage is to be restricted to one single-sided or double-sided sign per stall, with an advertisement area of not more than 0.36m² (e.g. 1200mm x 300mm or 600mm x 600mm) [*or two A-frames are permitted to advertise goods and display prices*] and situated immediately adjacent the stall with no approach signs allowed and must not impede traffic or create a hazard.
- B.6** The permit holder must comply with all traffic regulations, including: -
- not restricting the flow of pedestrian traffic;
 - not interfere with entry to or exit from any building or driveway;
 - not restricting the road carriageways or road surface areas set aside for the sole movement of vehicles;
 - not setting up in any area where the parking or movement of vehicles is prohibited or restricted to less than 15 minutes or any other location, including verges, that Council determines are unsafe.



- B.7** The clear path of travel of 1.5 metres minimum should be maintained **along the shop frontage** so it is consistent along the length of the street for disability access.
- B.8** Noise (music or other audible means) from the roadside trading activity must be kept to a minimum at all times, e.g. bell, used for attracting custom is to be kept to a minimum and are not to create a nuisance. Music or bells utilised on vehicles are not to be used when the vehicle is stationary.
- B.9** Any litter generated from or around the roadside trading site must be removed and disposed of by the permit holder. The area must be left in a neat and tidy condition.



9.7.16 Coffee Vendor – Kirkland Avenue, Euroa

Author & Department

Director, Corporate and Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

This report relates to a request for a business (the Coffee Bird) to operate as an ongoing business on the roadside at Seven Creeks Park, Kirkland Avenue, Euroa.

RECOMMENDATION

That Council approves 'The Coffee Bird' as an ongoing business at Seven Creeks Park, Kirkland Avenue, Euroa, subject to it complying with all the statutory, legislative, safety and well-being requirements of Council and the community at large.

33/18 CRS MASON/WILLIAMS : That the Recommendation be adopted.

CARRIED

Background

In August 2017, Council granted a permit for Ms. Lisa Mooney to trade as 'The Coffee Bird' at Seven Creeks Park, Kirkland Avenue, Euroa, for a trial period of 3 months, with that trial period expiring in November.

The operation was approved :

- between the hours of 10am – 3pm every Thursday and Friday.
- subject to a three month trial basis
- subject to monitoring reports being provided to Council on a weekly basis
- subject to surrounding residents on Kirkland Avenue being notified and able to submit any concerns to Council during this time (as are any other concerned residents or businesses)

With the end of the trial period, the operator has complied with the conditions set by Council and it is recommended that approval be given for continuation of the arrangement subject to ongoing compliance with those conditions.

Alternative Options

The author of this report has considered potential alternative courses of action. No other feasible alternative have been identified.



9.7.16 Coffee Vendor – Kirkland Avenue, Euroa (cont.)

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations, other than those budgeted.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process.

Attachments

Nil

9.7.17 Community Grants 2017-2018 Program – Round 2

Author & Department

Manager, Liveability / Corporate and Liveability Directorate

Disclosure of Conflicts of Interest in relation to advice provided in this report

The author of this report and officers/contractors providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

A total of 6 applications were received for Round 2 of the 2017-2018 Community Grants Program as follows;

- 4 were for Community Matching Grants
- 2 were for Event Grants

The remaining budget allocation for the Community Grants program for 2017 – 2018 as of 9/11/17 is \$15,731.00

RECOMMENDATION

1. **That Council award all applicants the funds they have requested, subject to additional information being received from those applicants who have not provided all information required before funds can be allocated.**
2. **That an annual review of the Community Grants program be undertaken.**

34/18 CRS SWAN/LITTLE : That The Recommendation be adopted.

CARRIED

Background

After the closing of Round 1 on July 7th 2017 and the awarding of funds to 8 recipients. Council determined to have a second round of Community Grants.

Round 2 opened on Monday 11th September 2017 and closed at 5pm on Friday October 27th 2017.

The following applications have been received:-

Community Matching Program – 4 applications totaling \$10,878

- Avenel Bowling club - \$2,375.00
- Nagambie Bowls Club - \$2,003.00
- Euroa Arboretum - \$5,000.00
- Nagambie Lakes Community House - \$1,500.00

Events Program – 2 applications totaling \$6,000

- Euroa Rough Stock Rodeo - \$3,000.00
- Longwood Football Netball Club - \$3,000.00

9.7.17 Community Grants 2017-2018 Program – Round 2 (cont.)

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The author of this report considers that the report is consistent with Best Value, National Competition Policy and Competition and Consumer Act requirements.

Financial / Budgetary Implications

The author of this report considers that the recommendation has no capital or recurrent budget considerations.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The author of this report considers that the recommendation has no significant environmental or amenity implications for Council or the broader community.

Community Implications

Decisions regarding grant allocations will have direct impact on the community groups who have applied for funds under Council's Community Grant Program.

All successful applicants will be provided with further support and training on completing their terms and conditions and acquittals once the successful applicants are determined by Council.

Additionally, if all applications are approved this will deplete the Community Grants funding and no funds will be available for Community Grants until the 2018 – 2019 round opens.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author of this report considers that the recommendation does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006



9.7.17 Community Grants 2017-2018 Program – Round 2 (cont.)

Legal / Statutory Implications


The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

Promotion of the second round of grants occurred via the website, email and social media. Phone consultations and face to face meetings occurred with individual people enquiring about grants and those submitting an application.

Attachments

Summary of Applications and detailed overview including the conditions to be met by some applicants



Community Matching Application Summary & Recommendations

Organisation of user that submitted	Project Title	Brief Project Description	Internal Comments	Ranked (score)	Amount Requested	Total Project Cost	Recommended Amount to Fund	Recommended Funding conditions
AVENEL BOWLING CLUB INCORPORATED	NEW FURNITURE FOR CLUBHOUSE	Project is to replace chairs in Clubhouse which were purchased around 1961, transferred to new clubhouse & are now becoming unrepairable. Clubhouse is being used by several community groups whilst memorial hall is renovated. Club also caters for most of the local funerals.	Quote for chairs provided is \$4550.00 however, the materials listed is \$2165 and they have included the Grant requested amount in the expenditure column, so assume this amount plus the materials is the total cost of the chairs.	33	\$2,375.00	\$4,750.00	\$2,375.00	Insurance will expire on 30/11/17 at 4pm which is after the date of the expected completion date of 15/11/2017, .. however, if the funds are not distributed until after 30/11/17, updated insurance will be required.
Nagambie Bowls Club Inc.	Bowls Club replacement of split system	Current air conditioner to be removed. Hole to be repaired and painted. New system to be installed on south wall above kitchen window.		39	\$2,003.00	\$4,004.59	\$2,003.00	Insurance covers until 4/12/17. If funds are distributed after this date, update insurance will be required.
Euroa Arboretum	Enhancing the bush kinder play space	Children visit Euroa Arboretum one day per month of their kindergarten year, and engage in outdoor play and environmental activities. The program is growing and wanting to extend to an after school program. We aim to build a children's garden to engage children in outdoor play independent of adult direction.	Established partnership with the Euroa Kindergarten. The Out of Hours School Care program is not established at this point but is indicated that it is in development stage - unsure if this site will meet the requirements of the Department for an After School Program. However, this should not impact on the existing partnership with the kindergarten program. Arboretum provided a copy of insurance from Landcare therefore it is assumed that this project meets the requirements of "the insured" and "business" as specified in Certificate of Currency.	61	\$5,000.00	\$10,540.00	\$5,000.00	Only 3 quotes provided. Will require the following quotes to be provided: rock transport and placement \$1100 sand(\$600) labour - fire pit and seat construction(\$2500) plants and planting(\$420) Formal risk assessment to be completed due to the complexity of the project.
Nagambie Lakes Community House Inc.	Electrical work to Community House Shed and Shelter	The existing shed and shelter adjacent to the community house is in need of power to enable full utilization of both structures. Having the outdoor area fully lit will increase the usability of this area providing a safe venue and encouraging clubs to join together to utilize this shared space.	documents identified in the pre-eligibility form have now been provided. permission from Council received for the works to be undertaken if the grant is successful (\$11,171) 3hrs of inkind labour at \$25/hr (\$200) for completion of grant application is ineligible Options would be to increase inkind contribution as part of project or increase cash contribution to \$950	33	\$1,500.00	\$3,000.00	\$1,500.00	Quote to be provided for the installation or purchase of materials for shelving as listed in expenses. Amended budget to be provided (cannot claim hours inkind to complete the grant application as inkind to the project)
TOTALS					\$10,878.00	\$22,294.59	\$10,878.00	

Events Application Summary & Recommendations

Organisation of user that submitted	Project Title	Brief Project Description	Internal Comments	Ranked (score)	Amount Requested	Total Project Cost	Recommended Amount to Fund	Recommended Funding conditions
Euroa Rough Stock Rodeo	Euroa Roughstock Rodeo	Euroa Roughstock Rodeo is planned to be a annual event depending on support we receive in the inaugural event.	are currently in process of obtaining insurance - so will provide this once received. Anticipate the following partnerships but not confirmed yet-Apex, Rotary & Mens Shed Plan is underway but not complete, committee is established, will complete formal risk assessment and event planning process still in the process of obtaining approval from the Euroa Showgrounds committee promotion of event outlined only one quote provided for \$1760 for security... not a clear outline of expenditure for this event at this stage	54	\$3,000.00	\$60,000.00	\$3,000.00	The following will need to be provided: copy of insurance All quotes and breakdown of inkind labour verification letters of partnerships Provision of full risk assessment Letter of approval for the use of Land - Euroa Showgrounds
Longwood Football Netball Club	Longwood Beer & Wine Festival	Outdoor Beer & Wine Festival with stalls of craft breweries and local wineries selling, plus related stalls, community group stalls, food vendors, kids activities and live music.	Event plan has started and progressive risk assessment underway. funding can be allocated but event must meet approval process as this event is being held on Council land. if not approved - funds will need to be returned.	75	\$3,000.00	\$10,715.94	\$3,000.00	Quotes will need to be provided for all expenses indicated - only some have been included
TOTALS					\$6,000.00	\$70,715.94	\$6,000.00	

9.7.18 Financial Report to 31 October 2017

Author / Department

Director, Corporate and Liveability / Corporate and Liveability Directorate

Disclosure of Interest

No officers providing advice in relation to this report have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

The appended October Financial Report compares YTD Actual to YTD Budget.

The report contains the Income Statement, Balance Sheet, Cash Flow Statement, Statement of Capital Works and detailed Capital Works.

In relation to the current year the operating surplus for the four months period ending 31 October 2017 was \$12,120,150.

As at 31 October 2017, total capital works was \$1,480,173.

RECOMMENDATION

That the Financial Report for the four months ended 31 October 2017 be noted.

35/18 CRS STOTHERS/WILLIAMS : That the Recommendation be adopted.

CARRIED

Background

The 2017/18 Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on 27 June 2017.

Council considers and notes monthly Financial Reports in accordance with the Local Government Act 1989 (Act). Under Section 137 and 138 of the Act, Council must establish and maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. This report satisfies those requirements.

Risk Management

Regular Financial Reporting in accordance with the Local Government Act 1989 support Council's focus on Risk Management, Monitoring of the 2017/18 adopted Budget provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.

Strategic Links – policy implications and relevance to Council Plan

This report is consistent with Council Policies, the Long Term Financial Plan and the Council Plan. The report also addresses Council's desire to review all aspects of Council's operations.

9.7.18 Financial Report to 31 October 2017 (cont.)

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications

The report is consistent with Best Value, National Competition Policy and Competition and Consumers Act 2010 requirements. Close monitoring of budgets is in line with Best Value principles.

Economic Implications

The attached report, in conjunction with the detailed briefing to Council, considers all known economic implications for the financial year ending 30 June 2018.

Environmental / Amenity Implications

The recommendation in this report has no significant environmental or amenity implications for Council or the broader community.

Community Implications

This report has no significant unfavourable community or social implications for the Council or the broader community. Improved capital grant funding will result in improved infrastructure renewal outcomes.

Victorian Charter of Human Rights and Responsibilities Act 2006

The recommendation contained in this report does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

Legal / Statutory Implications

There are no statutory or legal implications. The Local Government Act 1989 allows for budget reallocations. Consideration and adoption of periodic Financial reports as per the Local Government Act 1989 ensures Council complies with its Legal and Statutory obligations

Consultation

Council officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Attachments

- Financial Overview
- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works Statement
- Account Management Report - Capital Works detail report

The Financial Overview to 31 October 2017 identifies total operating income of \$20,505,760 with total operating expenditure of \$6,385,610 resulting in a surplus to date of \$12,120,150. An overview of the YTD budget variances is provided in the following table.

Capital Works total expenditure to 31 October 2017 is \$1,480,173. The Original budget for Capital Expenditure is \$14,542,000. An overview of the budget variances is provided in the following table.

OPERATING INCOME		Fav. / (Unfav).	
Ref.	Line Item	Variance	Notes
A	Rates & Charges	(24,039)	Decrease in income YTD budget due to: * \$24k timing variances for YTD figures
B	Statutory Fees & Fines	47,483	Increase in income YTD Budget due to: * \$22k Better than budgeted income for Subdivision Fees * \$18k Better than budgeted income for Planning Application Fees * \$5k Better than budgeted income for Building Fees * \$2.5k Other small multiple variations
C	User Fees	(32,524)	Increase in income YTD Budget due to: * \$7k Better than budgeted income Debt collection expenses recovered * \$9k Better than budgeted income for Tip Fees Euros Decrease in income YTD budget due to: * \$36k Saloyards income * \$12k multiple timing variances
D	Grants	(28,575)	Increase in income YTD Budget due to: * \$9k Nagamble Mens Shed: grant from DHS not in budget. * \$11k Mangalore school bus shelter. Grant not in budget. * \$5k Other small timing variances Decrease in income YTD budget due to: * \$53k Pests & Plants Program: timing variance

OPERATING EXPENDITURE		Fav. / (Unfav).	
Ref	Line Item	Variance	Notes
E	Employee Costs	(182,627)	Increase in expenditure YTD budget due to: * Redundancy Costs. Other variations due to Labour Hire mix being reviewed for Mid Year Review.
F	Materials and Services	186,264	Decrease in expenditure YTD budget due to: * Numerous timing variations as Supplier invoices for October not received at report date. * Budgeted "salary" items paid as labour hire. Currently being reviewed and will be remixed in the Mid Year review.
G	Depreciation	66,531	Decrease in expenditure YTD budget due to: * Revision for Mid Year review

CAPITAL EXPENDITURE		Fav. / (Unfav).	
Ref	Line Item	Variance	Notes
H	Capital	(220,173)	Increase in capital expenditure due to: * YTD timing variances. Changes to budget to be reported in Mid Year Review.

STRATHBOGIE SHIRE COUNCIL
Comprehensive Income Statement
For the 4 months ended October 2017

	Original Budget	YTD Actual	YTD Budget	YTD Variance	Reference
INCOME					
Rates and charges	18,549,500	18,475,461	18,499,500	(24,039)	A
Statutory fees and fines	367,200	129,855	82,372	47,483	B
User fees	729,400	186,996	219,520	(32,524)	C
Grants - operating	2,833,200	821,159	869,932	(48,773)	D
Grants - capital	3,054,430	528,198	508,000	20,198	D
Contributions - monetary	441,600	78,180	78,211	(31)	
Contributions - non monetary	0	0	0	0	
Share of net profits of associates	0	0	0	0	
Bad and doubtful debts	0	0	0	0	
Other income	676,600	285,912	285,282	630	
Total Income	26,651,930	20,505,760	20,542,817	(37,057)	
EXPENSES					
Employee Costs	(8,771,916)	(3,009,168)	(2,826,541)	(182,627)	E
Material and services	(11,852,765)	(3,584,566)	(3,770,830)	186,264	F
Share of net loss of associates	0	0	0	0	
Bad and doubtful debts	(1,000)	0	0	0	
Depreciation	(5,259,300)	(1,685,861)	(1,752,392)	66,531	G
Borrowing costs	(53,700)	(20,701)	(17,892)	(2,809)	
Net loss on disposal: property, infrastructure & plant	(640,718)	(10,584)	(11,000)	416	
Other Expenses	(298,400)	(74,729)	(80,772)	6,043	
Total Expenses	(26,877,799)	(8,385,610)	(8,459,427)	73,817	
(Deficit)/surplus for the year	(225,869)	12,120,150	12,083,390	36,760	
Other Comprehensive Income					
Net asset revaluation increment/(decrement)	0	0	0	0	
Total comprehensive result	(225,869)	12,120,150	12,083,390	36,760	

STRATHBOGIE SHIRE COUNCIL

Balance Sheet

For the 4 months ended October 2017

	Original Budget	YTD Actual
Assets		
Current Assets		
Cash and cash equivalents	4,091,000	11,040,652
Trade and other receivables	2,126,000	15,038,337
Inventories	5,000	(2,412)
Non-current assets classified as held for sale	939,000	926,800
Other assets	1,313,000	1,216,670
Total Current Assets	8,474,000	28,220,047
Non Current Assets		
Investments in associates	242,000	244,501
Property, Infrastructure, plant and equipment	282,855,000	285,595,198
Other financial assets	2,000	2,032
Total Non Current Assets	283,099,000	285,841,731
Total Assets	291,573,000	314,061,778
Liabilities		
Current Liabilities		
Trade and other payables	2,530,000	373,583
Trust fund and deposits	762,000	1,615,613
Provisions	2,348,000	3,164,538
Interest-Bearing Loans and borrowings	505,000	343,895
Total Current Liabilities	6,145,000	5,497,629
Non Current Liabilities		
Trust fund and deposits	68,000	63,486
Provisions	631,000	1,158,453
Interest-Bearing Loans and borrowings	186,000	690,634
Total Non Current Liabilities	885,000	1,912,572
Total Liabilities	7,030,000	7,410,201
Net Assets	284,543,000	306,651,577
Equity		
Reserves	198,669,000	208,241,489
Accumulated Surplus	85,874,000	98,410,088
Total Equity	284,543,000	306,651,577

STRATHBOGIE SHIRE COUNCIL

Cash Flow Statement

For the 4 months ended October 2017

	YTD Actual Inflows (Outflows)	Original Budget Inflows (Outflows)
Cash flows from operating activities		
Rates and charges	6,263,918	18,550,000
Statutory fees and fines	129,855	367,000
User fees	144,539	729,000
Grants	1,236,473	5,887,000
Contributions - monetary	78,180	442,000
Interest received	41,840	227,000
Other receipts	248,656	450,000
Net GST refund/(payment)	235,689	0
Employee Costs	(3,009,168)	(8,772,000)
Materials & services	(6,099,111)	(11,853,000)
Trust Funds and deposits	171,096	0
Other payments		(299,000)
Net cash provided by operating activities	(558,033)	5,728,000
Cash flows from investing activities		
Payments for property, infrastructure, plant & equipment	(1,485,472)	(14,542,000)
Proceeds from sales of property, infrastructure, plant & equipment	30,409	1,132,000
Payments for landfill rehabilitation		(690,000)
Net cash used in investing activities	(1,455,063)	(14,100,000)
Cash flows from financing activities		
Finance costs	(20,701)	(54,000)
Proceeds from borrowings		-
Repayment of borrowings	(167,656)	(512,000)
Net cash used in financing activities	(188,357)	(566,000)
Net increase (decrease) in cash and cash equivalents	(2,201,453)	(8,938,000)
Cash and cash equivalents at the beginning of the financial year	13,242,105	14,229,000
Cash and cash equivalents at 31 October 2017	11,040,652	5,291,000
Short-Term Investments as at 31 October 2017		
	YTD Actual	Bank Credit Rating
NAB	4,900,000	A1+
CBA	1,000,000	A1+
ANZ	1,000,000	A1+
GMCU	3,500,000	not rated
	10,400,000	

STRATHBOGRIE SHIRE COUNCIL

Statement of Capital Works

For the 4 months ended October 2017

	Original Budget	YTD Actual	YTD Budget	YTD Variance	Reference
CAPITAL EXPENDITURE					
Property					
Land	0	0	0	0	
Buildings	1,542,000	359,599	344,000	(15,599)	
Recreation Leisure & Community Services	115,000	8,669	0	(8,669)	
Open space	340,000	20,704	35,000	14,296	
Total property	1,997,000	388,972	379,000	(9,972)	
Plant and equipment					
Plant, machinery and equipment	984,000	102,225	105,000	2,775	
Furniture & Equipment	0	125	0	125	
Computers and telecommunications	406,000	13,871	15,000	1,129	
Total Plant and equipment	1,390,000	116,221	120,000	3,779	
Infrastructure					
Roads	5,866,000	183,035	163,000	(20,035)	
Bridges and culverts	3,443,000	591,175	441,000	(150,175)	
Footpaths	323,000	33,891	20,000	(13,891)	
Drainage	1,299,000	166,807	137,000	(29,807)	
Kerb and channel	224,000	72	0	72	
Total infrastructure	11,155,000	974,980	761,000	(213,980)	
Total capital works expenditure	14,542,000	1,480,173	1,260,000	(220,173)	H
Represented by:					
New asset expenditure	1,734,000	373,831	364,000	(9,831)	
Asset renewal expenditure	10,337,000	845,912	685,000	(160,912)	
Asset upgrade expenditure	2,251,000	133,029	111,000	(22,029)	
Asset expansion expenditure	220,000	127,401	100,000	(27,401)	
Total capital works expenditure	14,542,000	1,480,173	1,260,000	(220,173)	





Strathbogrie Shire Council Account Management Report for year to October 2017 (actuals as at 14 November 17 - 33% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Capital Open Space									
20111 Euroa Skats Park Strategy	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
27179 Violet Town Rec Reserve masterplan implement	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000	0%
27249 Screen Planting Caravan Park Kirkland Ave	\$15,000	\$15,000	\$17,601	\$17,601	\$0	\$17,601	-\$2,601	-\$2,601	117%
27366 Play Equipment	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000	0%
27367 Shactorth Reserve Master Plan	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000	0%
27368 Nagambie Rec Reserve Irrigation supply	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000	0%
27369 Nagambie Rec Reserve Fencing	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
27370 Landscaping	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000	0%
27371 Bore, Pumps and oval Irrigation	\$10,000	\$10,000	\$1,472	\$1,472	\$4,483	\$5,955	-\$5,955	\$4,045	50%
27372 Tree Management: Plan Eliza St Trail	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
27373 Carmok Cres: fencing	\$20,000	\$20,000	\$1,630	\$1,630	\$19,546	\$21,175	-\$1,175	-\$1,175	105%
Total Open Space	\$340,000	\$340,000	\$20,704	\$20,704	\$24,028	\$44,731	-\$9,731	\$319,296	13%
Recreation Leisure & Community Services									
27185 Dog droppings signage parks	\$0	\$0	\$189	\$189	\$0	\$189	-\$189	-\$189	0%
27258 Avenel Cricket Club	\$0	\$0	\$4,943	\$4,943	\$28,591	\$33,524	-\$33,524	-\$33,524	0%
27259 Netball Court Avenel Rec Res	\$0	\$0	\$880	\$880	\$40,033	\$40,913	-\$40,913	-\$40,913	0%
27260 Skate Park: Avenel Rec Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
27553 Library Lane: street light	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000	0%
27364 Euroa Caravan Park: tree replacement	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000	0%
27365 Euroa Caravan Park: Residence	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	0%
Total Recreation Leisure & Community Services	\$115,000	\$115,000	\$8,669	\$8,669	\$68,614	\$77,282	-\$77,282	\$106,331	67%
Buildings									
20026 Nagambie - Glass Square Bowling Club - Clubrooms	\$30,000	\$30,000	\$0	\$0	\$28,241	\$28,241	-\$28,241	\$1,759	94%
20029 Nagambie - Glass Square Tennis Club - Clubrooms	\$20,000	\$20,000	\$657	\$657	\$27,505	\$28,162	-\$28,162	-\$8,162	141%
20073 Violet Town Bowls Club Shed	\$30,000	\$30,000	\$5,220	\$5,220	\$21,582	\$26,802	-\$26,802	\$3,188	85%
22034 Euroa Salsyards Roof - Stage 2	\$0	\$0	\$688	\$688	\$0	\$688	-\$688	-\$688	0%
22039 Avenel Hall upgrade	\$250,000	\$250,000	\$198,791	\$198,791	\$496	\$199,286	\$714	\$50,714	80%
27170 Euroa Swimming Pool roof structure change rooms	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000	0%
27172 Nagambie High St Toilets	\$200,000	\$200,000	\$2,550	\$2,550	\$0	\$2,550	-\$2,550	\$197,450	1%
27173 Brock St Toilet	\$184,000	\$184,000	\$143,637	\$143,637	\$48,099	\$192,736	-\$48,736	-\$8,736	105%
27174 Environmental: improvements solar power: Civic Centre	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
27176 Euroa Croquet Club Toilets	\$0	\$0	\$685	\$685	\$2,455	\$3,139	-\$3,139	-\$3,139	0%
27177 Violet Town Oval Toilets	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	0%
27347 Avenel Pool: asbestos removal	\$10,000	\$10,000	\$0	\$0	\$809	\$909	-\$909	\$9,091	91%
27348 Avenel Memorial Hall: Roof Cladding	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
27349 Avenel Memorial Hall: main floor sand & seal	\$15,000	\$15,000	\$7,362	\$7,362	\$0	\$7,362	-\$7,362	\$7,638	49%
27350 Balmattum School Hall	\$40,000	\$40,000	\$0	\$0	\$24,880	\$24,880	-\$24,880	\$15,120	62%
27351 Euroa Tennis Club: roof cladding	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000	0%
27352 Euroa Civic Centre: Roof capping Stage 2	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0	\$90,000	0%
27353 Euroa Maternal Health	\$135,000	\$135,000	\$0	\$0	\$0	\$0	\$0	\$135,000	0%
27354 Euroa Visitor Info Centre	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	0%

**Strathgogie Shire Council
Account Management Report
for year to October 2017 (actuals as at 14 November 17 - 33% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Roads									
Road Reseal Program									
24999 Road Resealing Program	\$1,120,000	\$1,120,000	\$77,000	\$0	\$0	\$0	\$77,000	\$1,120,000	0%
	\$1,120,000	\$1,120,000	\$77,000	\$0	\$0	\$0	\$77,000	\$1,120,000	0%
Road Rehabilitation Program									
23920 Pavement Rehabilitation Program	\$1,409,000	\$1,409,000	\$0	\$0	\$35,541	\$35,541	-\$35,541	\$1,373,459	3%
27235 Dargalong Road	\$0	\$0	\$0	\$76,876	\$0	\$76,876	-\$76,876	-\$76,876	0%
	\$0	\$0	\$0	\$76,876	\$0	\$76,876	-\$76,876	-\$76,876	0%
Total Road Rehabilitation Program	\$1,409,000	\$1,409,000	\$0	\$76,876	\$35,541	\$112,417	-\$112,417	\$1,332,124	8%
Shoulder Pavement Program									
25150 Shoulder Pavement Program	\$440,000	\$440,000	\$0	\$0	\$0	\$0	\$0	\$440,000	0%
Total Shoulder Pavement Program	\$440,000	\$440,000	\$0	\$0	\$0	\$0	\$0	\$440,000	0%
Resheet Program									
25202 Resheeting Program	\$460,000	\$460,000	\$0	\$0	\$0	\$0	\$0	\$460,000	0%
27375 Watlevale Rd. ch 2500-7700 (dust suppressant)	\$0	\$0	\$0	\$0	\$18,673	\$18,673	-\$18,673	-\$18,673	0%
27377 5th Costerfield Greytown Rd ch 7420-9250 (dust suppressant)	\$0	\$0	\$0	\$0	\$6,571	\$6,571	-\$6,571	-\$6,571	0%
Total Resheet Program	\$460,000	\$460,000	\$0	\$0	\$25,244	\$25,244	-\$25,244	\$460,000	5%
Roads General									
25058 Birket St Railway Pedestrian Crossing	\$250,000	\$250,000	\$10,000	\$11,649	\$27,168	\$38,817	-\$28,817	\$211,183	16%
27076 O'Connors Rd-Grant St. Mangalore - Upgrade for school bus	\$0	\$0	\$0	\$11,170	\$0	\$11,170	-\$11,170	-\$11,170	0%
27175 Avenue Hall seal carpark/30m footpath	\$36,000	\$36,000	\$0	\$0	\$0	\$0	\$0	\$36,000	0%
27188 Binney St Roundabout	\$20,000	\$20,000	\$0	\$1,813	\$3,453	\$5,305	-\$5,305	\$14,695	27%
27189 Euroa School parking improve Stage 1	\$150,000	\$150,000	\$15,000	\$17,634	\$0	\$17,634	-\$2,634	\$132,366	12%
27190 Angle parking Nagambie. consultation/design	\$36,000	\$36,000	\$7,000	\$6,908	\$2,133	\$9,041	-\$2,041	\$26,909	25%
27243 Burns Avenue Drainage	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000	0%
27311 Euroa Strathgogie Rd - Guardrail Replacement	\$175,000	\$175,000	\$0	\$0	\$54,545	\$54,545	-\$54,545	\$110,455	37%
27312 High St Nagambie Nthm Roundabout	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	0%
27313 Ewings/Livingstone Rd Safety Investigation	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27314 Euroa Shepp /Boundary Rd Safety Investigation	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000	0%
Total Buildings	\$1,542,000	\$1,542,000	\$344,000	\$359,600	\$165,747	\$525,347	-\$181,347	\$1,162,400	34%

**Strathbogie Shire Council
Account Management Report
for year to October 2017 (actuals as at 14 November 17 - 33% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
27315	\$16,000	\$16,000	\$0	\$0	\$0	\$0	\$0	\$16,000	0%
27316	\$30,000	\$30,000	\$3,180	\$3,180	\$0	\$3,180	-\$180	\$26,820	11%
27317	\$400,000	\$400,000	\$32,956	\$32,956	\$22,410	\$55,366	-\$20,366	\$344,634	14%
27318	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000	0%
27319	\$754,000	\$754,000	\$15,700	\$15,700	\$10,722	\$26,422	-\$10,422	\$727,578	4%
27374	\$0	\$0	\$5,150	\$5,150	\$0	\$5,150	-\$5,150	\$5,150	0%
Total Roads General	\$2,437,000	\$2,437,000	\$106,159	\$106,159	\$130,520	\$236,680	-\$150,660	\$2,330,841	10%
Total Roads	\$5,866,000	\$5,866,000	\$183,035	\$183,035	\$191,305	\$374,340	-\$211,340	\$5,682,965	6%
Bridges									
Bridges Council									
27150	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000	0%
27151	\$154,000	\$154,000	\$0	\$0	\$0	\$0	\$0	\$154,000	0%
27152	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000	0%
27153	\$250,000	\$250,000	\$5,940	\$5,940	\$2,780	\$8,720	\$1,280	\$241,280	3%
27155	\$0	\$0	\$1,625	\$1,625	\$0	\$1,625	-\$1,625	\$1,625	0%
27156	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000	0%
27157	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
27161	\$180,000	\$180,000	\$0	\$0	\$400	\$400	-\$400	\$179,600	0%
27164	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000	0%
27165	\$180,000	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000	0%
27339	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	0%
Total Bridges Council	\$1,579,000	\$1,579,000	\$7,565	\$7,565	\$3,180	\$10,745	-\$745	\$1,571,435	1%
Bridges RTR									
22036	\$0	\$0	\$17,145	\$17,145	\$0	\$17,145	-\$17,145	\$17,145	0%
22037	\$104,000	\$104,000	\$69,980	\$69,980	\$0	\$69,980	-\$22,880	\$54,121	57%
27148	\$204,000	\$204,000	\$171,396	\$171,396	\$0	\$171,396	-\$22,996	\$52,604	64%
27149	\$165,000	\$165,000	\$31,577	\$31,577	\$256	\$31,834	-\$1,834	\$133,166	19%
27154	\$140,000	\$140,000	\$0	\$0	\$0	\$0	\$0	\$140,000	0%
27158	\$84,000	\$84,000	\$10,000	\$10,000	\$0	\$10,000	-\$10,000	\$10,000	0%
27159	\$140,000	\$140,000	\$53,529	\$53,529	\$0	\$53,529	\$471	\$30,471	64%
27160	\$140,000	\$140,000	\$130,063	\$130,063	\$0	\$130,063	-\$83	\$9,817	83%
27331	\$32,000	\$32,000	\$0	\$0	\$0	\$0	\$0	\$32,000	0%
27332	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0	\$90,000	0%
27333	\$230,000	\$230,000	\$0	\$0	\$0	\$0	\$0	\$230,000	0%
27334	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000	0%
27335	\$255,000	\$255,000	\$0	\$0	\$0	\$0	\$0	\$255,000	0%
27336	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	0%
27337	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000	0%
27338	\$180,000	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000	0%
Total Bridges RTR	\$1,864,000	\$1,864,000	\$683,610	\$683,610	\$256	\$683,866	-\$152,866	\$1,280,390	31%
Total Bridges	\$3,443,000	\$3,443,000	\$694,175	\$694,175	\$3,436	\$694,611	-\$153,611	\$2,851,825	17%

Drainage





Strathbogrie Shire Council Account Management Report for year to October 2017 (actuals as at 14 November 17 - 33% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
22020									
22025	\$80,000	\$80,000	\$8,733	\$8,733	\$0	\$8,733	\$1,268	\$71,256	11%
24007	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
24008	\$23,000	\$23,000	\$0	\$0	\$0	\$0	\$0	\$23,000	0%
27166	\$43,000	\$43,000	\$0	\$0	\$0	\$0	\$0	\$43,000	0%
27167	\$87,000	\$87,000	\$0	\$0	\$36,284	\$36,284	-\$36,284	\$50,716	42%
27168	\$180,000	\$180,000	\$12,125	\$12,125	\$159,873	\$171,998	-\$159,998	\$8,002	96%
27244	\$100,000	\$100,000	\$127,401	\$127,401	\$0	\$127,401	-\$27,401	-\$27,401	127%
27245	\$14,000	\$14,000	\$0	\$0	\$0	\$0	\$0	\$14,000	0%
27340	\$10,000	\$10,000	\$3,416	\$3,416	\$1,205	\$4,622	-\$1,622	\$5,378	45%
27341	\$222,000	\$222,000	\$4,030	\$4,030	\$850	\$4,880	-\$680	\$217,120	2%
27342	\$255,000	\$255,000	\$710	\$710	\$12,550	\$13,660	-\$13,660	\$241,340	5%
27343	\$45,000	\$45,000	\$2,091	\$2,091	\$2,041	\$4,172	-\$4,172	\$40,828	9%
27344	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27345	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27346	\$200,000	\$200,000	\$8,000	\$8,000	\$32,000	\$40,000	-\$32,000	\$159,700	20%
Total Drainage	\$1,299,000	\$1,299,000	\$166,807	\$166,807	\$245,243	\$412,050	-\$275,050	\$1,132,193	32%
Footpaths									
27141	\$0	\$0	\$0	\$14,356	\$0	\$14,356	-\$14,356	-\$14,356	0%
27144	\$20,000	\$20,000	\$19,535	\$19,535	\$0	\$19,535	\$465	\$465	98%
27320	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000	0%
27321	\$7,500	\$7,500	\$0	\$0	\$0	\$0	\$0	\$7,500	0%
27322	\$13,000	\$13,000	\$0	\$0	\$0	\$0	\$0	\$13,000	0%
27323	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000	0%
27324	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000	0%
27325	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000	0%
27326	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
27327	\$86,000	\$86,000	\$0	\$0	\$0	\$0	\$0	\$86,000	0%
27328	\$11,000	\$11,000	\$0	\$0	\$0	\$0	\$0	\$11,000	0%
27329	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
27330	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000	0%
Total Footpaths	\$323,000	\$323,000	\$33,891	\$33,891	\$0	\$33,891	-\$13,891	\$289,109	10%
Kerb & Channel									
27147	\$45,000	\$45,000	\$0	\$0	\$37,273	\$37,273	-\$37,273	\$7,727	83%
27300	\$13,000	\$13,000	\$0	\$0	\$11,000	\$11,000	-\$11,000	\$2,000	85%
27301	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	0%
27302	\$10,000	\$10,000	\$72	\$72	\$0	\$72	-\$72	\$9,928	1%
27303	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000	0%
27304	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27305	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27306	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
27307	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
27308	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
27309	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	0%

**Strathbogie Shire Council
Account Management Report**

for year to October 2017 (actuals as at 14 November 17 - 33% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
27310 Ham St - Brock to Allen St	\$25,000	\$25,000	\$0	\$72	\$0	\$0	-\$48,345	\$25,000	0%
Total Korb & Channel	\$224,000	\$224,000	\$0	\$72	\$48,273	\$48,345	-\$48,345	\$223,928	22%
Plant & Machinery									
28006 Plant Replacement (Strathcon)	\$876,000	\$876,000	\$50,000	\$46,715	\$0	\$46,715	\$3,285	\$629,285	7%
28007 Motor Vehicle Fleet Replacement	\$308,000	\$308,000	\$55,000	\$55,510	\$0	\$55,510	-\$510	\$252,490	78%
Total Plant & Machinery	\$984,000	\$984,000	\$105,000	\$102,225	\$0	\$102,225	\$2,775	\$881,775	10%
Furniture & Equipment									
26012 Hardware Replacement Program	\$406,000	\$406,000	\$15,000	\$13,871	\$3,273	\$17,144	-\$2,144	\$388,856	4%
Total Computers & Telecommunications	\$406,000	\$406,000	\$15,000	\$13,871	\$3,273	\$17,144	-\$2,144	\$392,129	4%
Total Furniture & Equipment	\$406,000	\$406,000	\$15,000	\$13,871	\$3,273	\$17,144	-\$2,144	\$392,129	4%
CAPEXP adjustments since adoption									
Furniture and Equipment	\$0	\$0	\$0	\$125	\$7,673	\$7,798	-\$7,798	-\$7,798	0%
CCTV System Travellers Rest Euma	\$0	\$0	\$0	\$125	\$7,673	\$7,798	-\$7,798	-\$125	0%
Total CAPEXP adjustments since adoption	\$0	\$0	\$0	\$125	\$7,673	\$7,798	-\$7,798	-\$125	0%
Total Capital	\$14,542,000	\$14,542,000	\$1,260,000	\$1,480,173	\$757,591	\$2,237,765	-\$977,765	\$13,061,827	15%
Grand Total	\$14,542,000	\$14,542,000	\$1,260,000	\$1,480,173	\$757,591	\$2,237,765	-\$977,765	\$13,061,827	15%



9.7.19 Business Management System

The November 2017 Business Management System Report includes reports as follows:-

- Building Department – October 2017 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - October 2017
- Confirm Customer Enquiry Flow – Report for October 2017
- Waste Management Reporting ~ Year to Date - September and October 2017
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 31 October 2017
- Review of Council Policies – October / November 2017
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

By reporting on a monthly basis, Council can effectively manage any risks that may arise. The Business Management System will also incorporate Council's corporate goals and objectives.

RECOMMENDATION

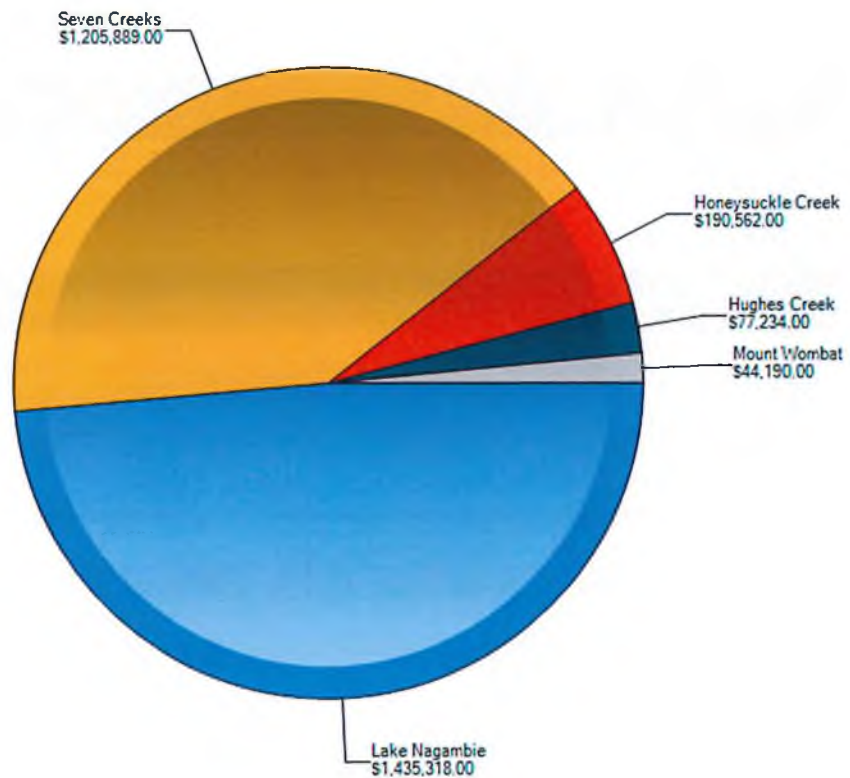
That the report be noted.

36/18 CRS SWAN/WILLIAMS : That the Recommendation be adopted.

CARRIED

**BUILDING ACTIVITY
 OCTOBER 2017**

25 permits, with a works value of \$2,953,193, were lodged with Council in October 2017. The number of lodgements has more than doubled those received in September and the works value is over \$1mil more than September figures, which reflects a general pattern of alternating active and quiet months. The Nagambie and Seven Creeks wards each had 10 permits lodged, with a similar works value. Overall most permits were again for residential development or improvements; however approximately 13% of permits were for minor public works.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172349/0	6/10/2017	Construction of	Dwelling	Violet Town	\$156,280.00
20172417/0	24/10/2017	Demolition and Re-construction of	Shed	Violet Town	\$34,282.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172395/0	13/10/2017	Construction of	Shelter	Longwood	\$19,000.00
20178392/0	10/10/2017	Construction of	Studio, Workshop	Avenel	\$58,234.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20170206/0	25/10/2017	Construction of	Dwelling	Nagambie	\$175,000.00
20170209/0	27/10/2017	Construction of	Dwelling	Nagambie	\$230,000.00
20170701/0	25/10/2017	Construction of	Dwelling	Whroo	\$360,940.00
20170726/0	9/10/2017	Construction of	Decking	Kirwans Bridge	\$33,445.00
20170773/0	26/10/2017	Construction of	Dwelling & Garage	Nagambie	\$300,959.00
20172263/0	24/10/2017	Construction of	Pergola	Nagambie	\$28,270.00
20172299/1	5/10/2017	Construction of	Dwelling & Garage	Mitchellstown	\$245,000.00
20172402/0	13/10/2017	Construction of	Toilet, Verandah, Alfresco Area	Nagambie	\$15,900.00
20172405/0	16/10/2017	Construction of	Carport	Nagambie	\$19,633.00
20172419/0	27/10/2017	Construction of	Shed	Graytown	\$26,171.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172401/0	12/10/2017	Construction of	Swimming Pool	Longwood East	\$44,190.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
201700578/0	8/10/2017	Construction of	Dwelling & Garage	Euroa	\$197,950.00
20170059-0	4/10/2017	Construction of	Dwelling & Garage	Euroa	\$270,060.00
20172054/0	2/10/2017	Construction of	Patio	Euroa	\$9,920.00
20172078/0	5/10/2017	Construction of	Dwelling & Garage	Euroa	\$289,330.00
20172079/0	4/10/2017	Construction of	Dwelling, Carport	Euroa	\$220,472.00
20172384/0	4/10/2017	Construction of	Shed	Euroa	\$22,171.00
20172385/0	4/10/2017	Construction of	Shed	Euroa	\$27,561.00
20172413/0	23/10/2017	Construction of	Covered walkway	Euroa	\$87,425.00
20172415/0	25/10/2017	Construction of	Dependant Persons Unit	Euroa	\$1,000.00
20172525/0	30/10/2017	Construction of	2 x Dwellings	Miepoll	\$80,000.00

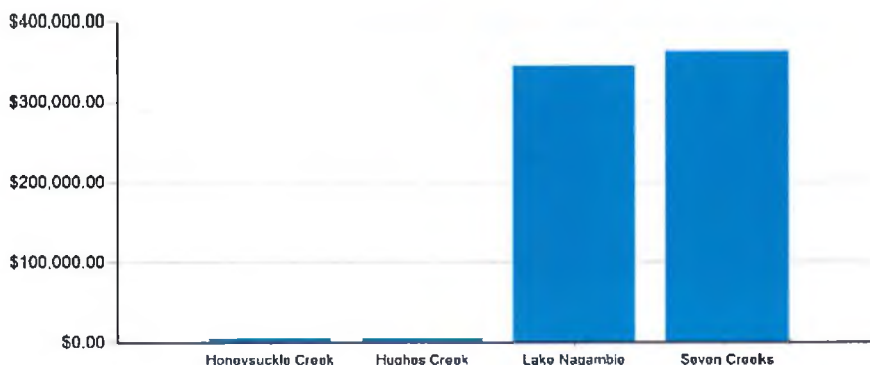
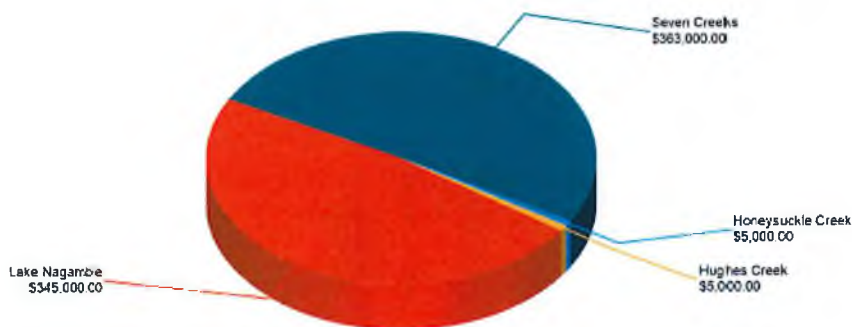
PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
OCTOBER 2017



Planning Applications Determined

October 2017

Honeysuckle Creek	\$5,000.00
Balmattum	\$5,000.00
 Hughes Creek	 \$5,000.00
Longwood	\$5,000.00
 Lake Nagambie	 \$345,000.00
Goulburn Weir	\$345,000.00
 Seven Creeks	 \$363,000.00
Euroa	\$93,000.00
Miepoll	\$270,000.00
 Total Value	 \$718,000.00



**CONFIRM CUSTOMER ENQUIRY FLOW
- REPORT FOR OCTOBER 2017**

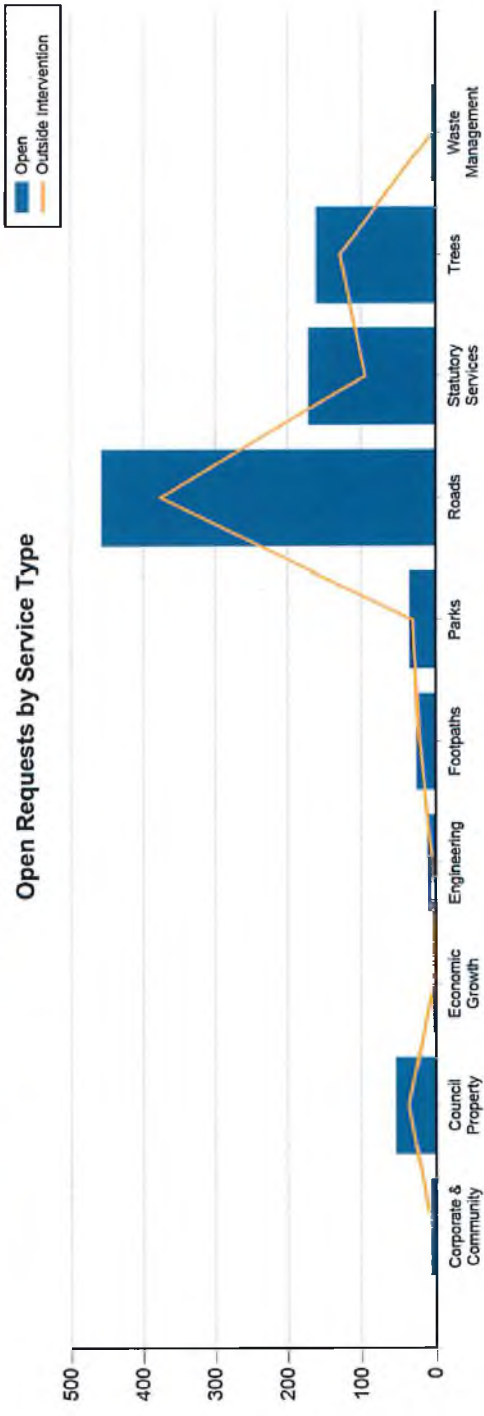
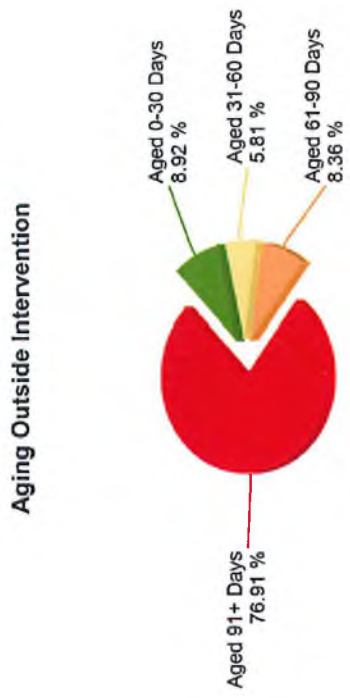
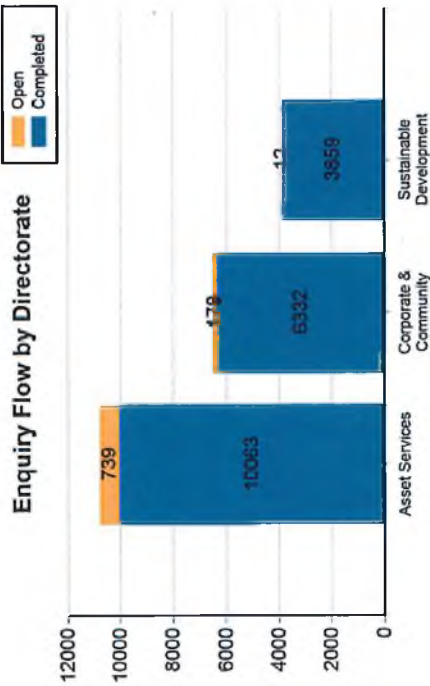


Confirm Customer Enquiry Flow

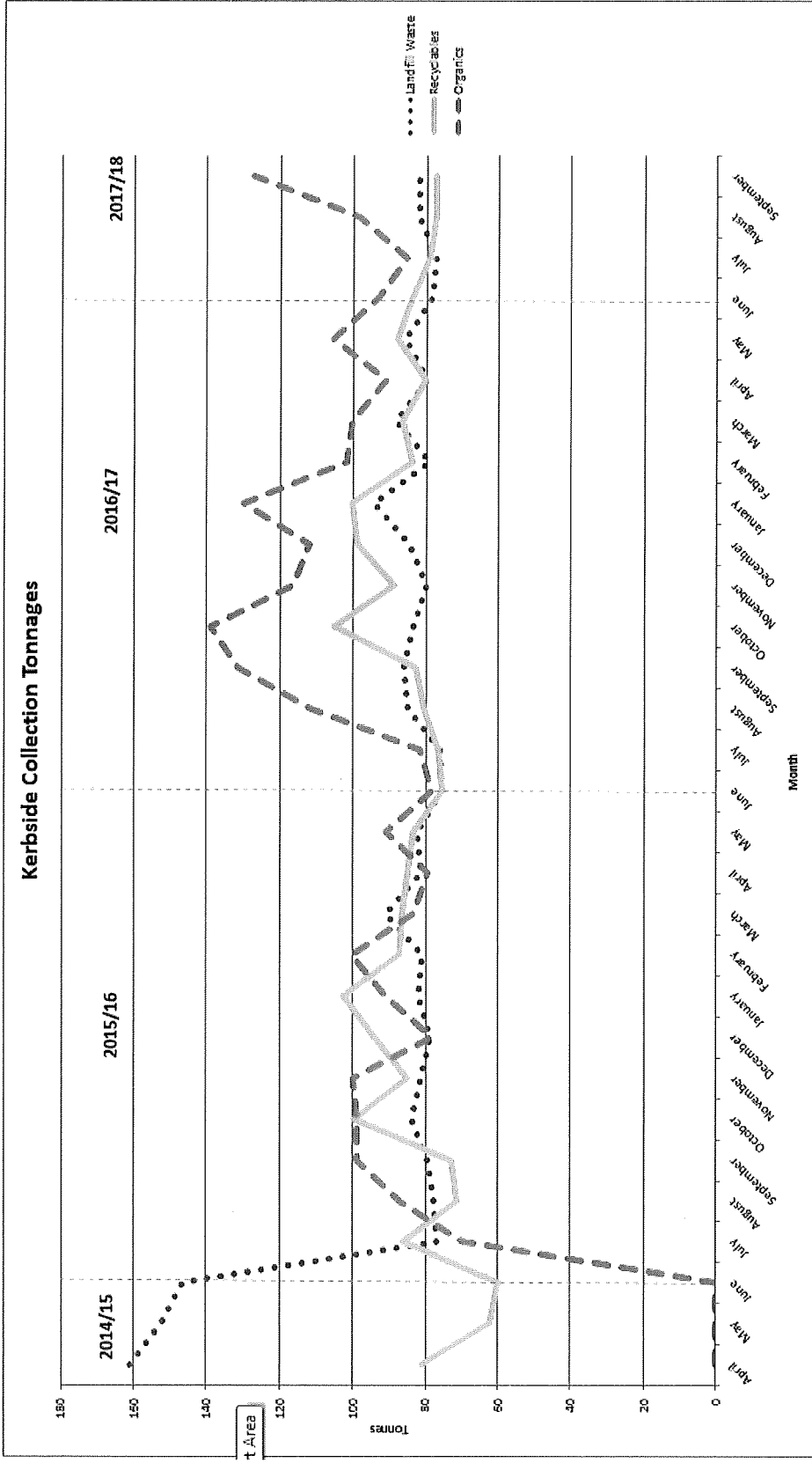
October 2017

Service Type	Total		October 2017			2017-2018			Aging Outside Intervention					
	Logged	Open	Logged	Open	Closed	Logged	Open	Closed	0-30	31-60	61-90	91+	Total	
Corporate & Community	1,013	7	99.31%	1	1	0.00%	2	1	50.00%	1	0	0	5	6
Council Property	1,251	53	95.76%	26	15	42.31%	87	31	64.37%	9	2	5	20	36
Economic Growth	2,531	4	99.84%	1	1	0.00%	1	1	0.00%	0	0	0	3	3
Engineering	246	11	95.53%	0	0	NA	5	2	60.00%	1	0	0	4	5
Footpaths	280	25	91.07%	5	3	40.00%	26	9	65.38%	1	2	2	17	22
Parks	360	33	90.83%	9	4	55.56%	20	4	80.00%	4	0	0	26	30
Roads	6,897	458	93.36%	118	25	78.81%	559	109	80.50%	17	19	36	304	376
Statutory Services	5,497	171	96.89%	85	41	51.76%	326	84	74.23%	19	8	9	59	95
Trees	1,579	161	89.80%	28	22	21.43%	99	55	44.44%	11	10	7	101	129
Waste Management	1,529	6	99.61%	31	0	100.00%	127	0	100.00%	0	0	0	4	4
	21,183	929	95.61%	304	112	63.16%	1,252	296	76.36%	63	41	59	543	706

Service Type	General	Council Property	Economic Growth	Engineering	Footpaths	Parks	Roads	Statutory Services	Trees	Waste Management
General										
Council Property										
Economic Growth										
Engineering										
Footpaths										
Parks										
Roads										
Statutory Services										
Trees										
Waste Management										

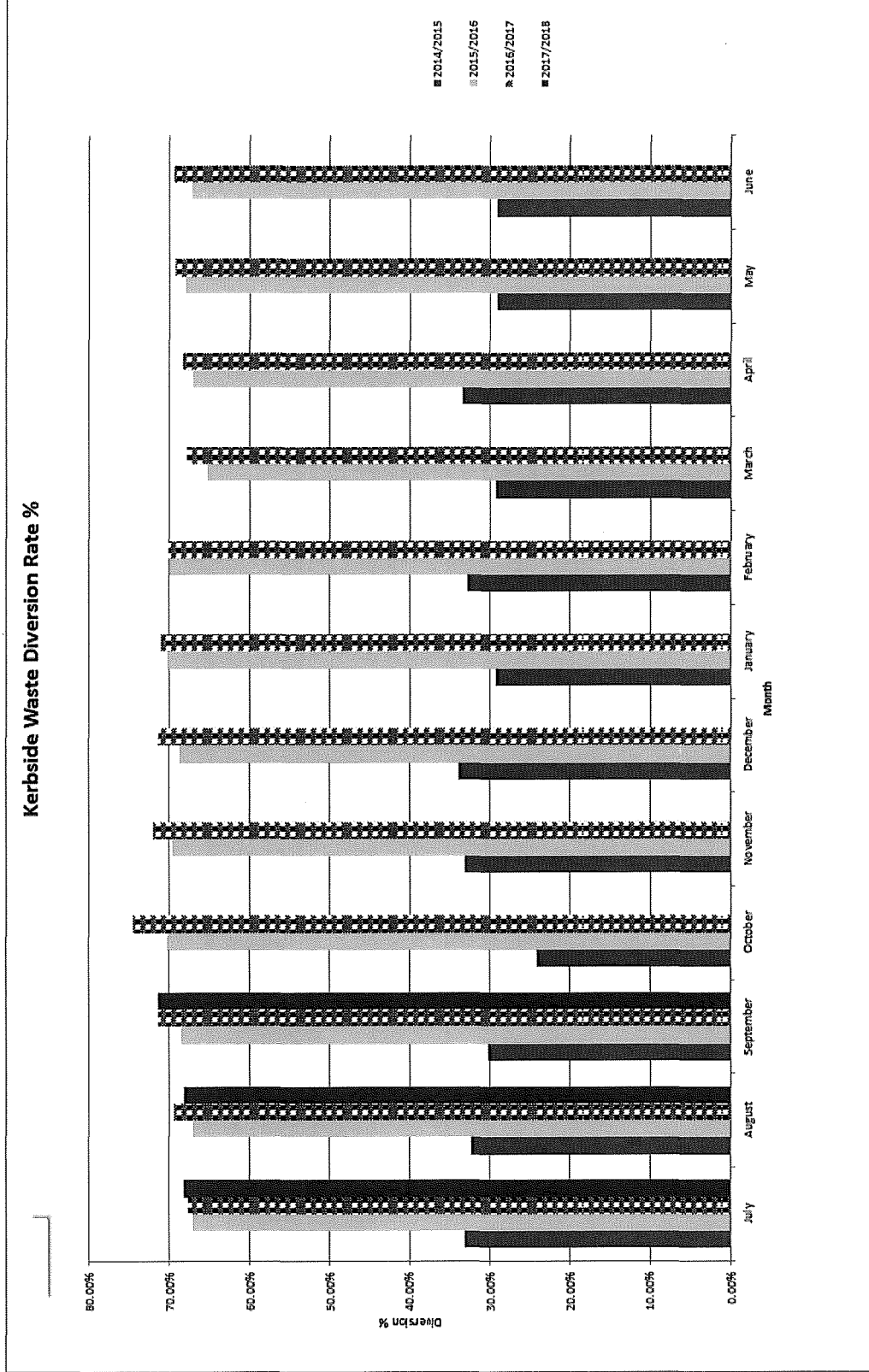


**WASTE MANAGEMENT REPORTING
YEAR TO DATE - SEPTEMBER 2017**



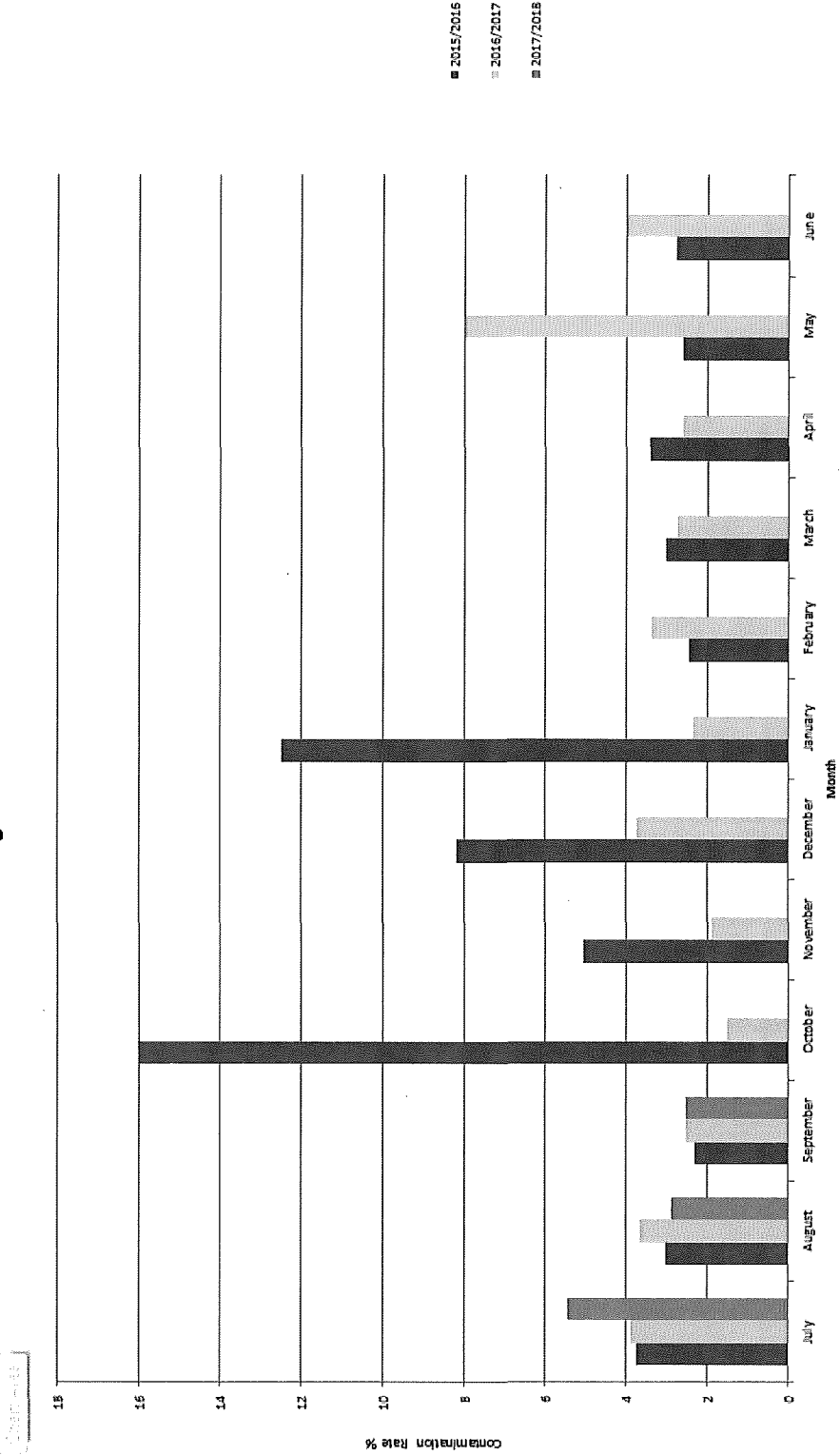
Consistent with previous years, September has seen a slight increase in landfill waste to produce higher tonnages than recyclables. Organics tonnages again show a sharp increase from July – September, however total tonnages are 11 tonnes less than August 2016, possibly due to a wetter / colder month.

An audit of the contents of 350 organics bins was conducted in mid-August, primarily to determine the percentage of food waste in our organic waste stream. Results show that the organic waste delivered from Strathbogie comprises approximately 6% food waste (most other municipalities with FOGO services yield between 4-5%).



Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.
 The diversion rate for September is very similar compared to that of last year.

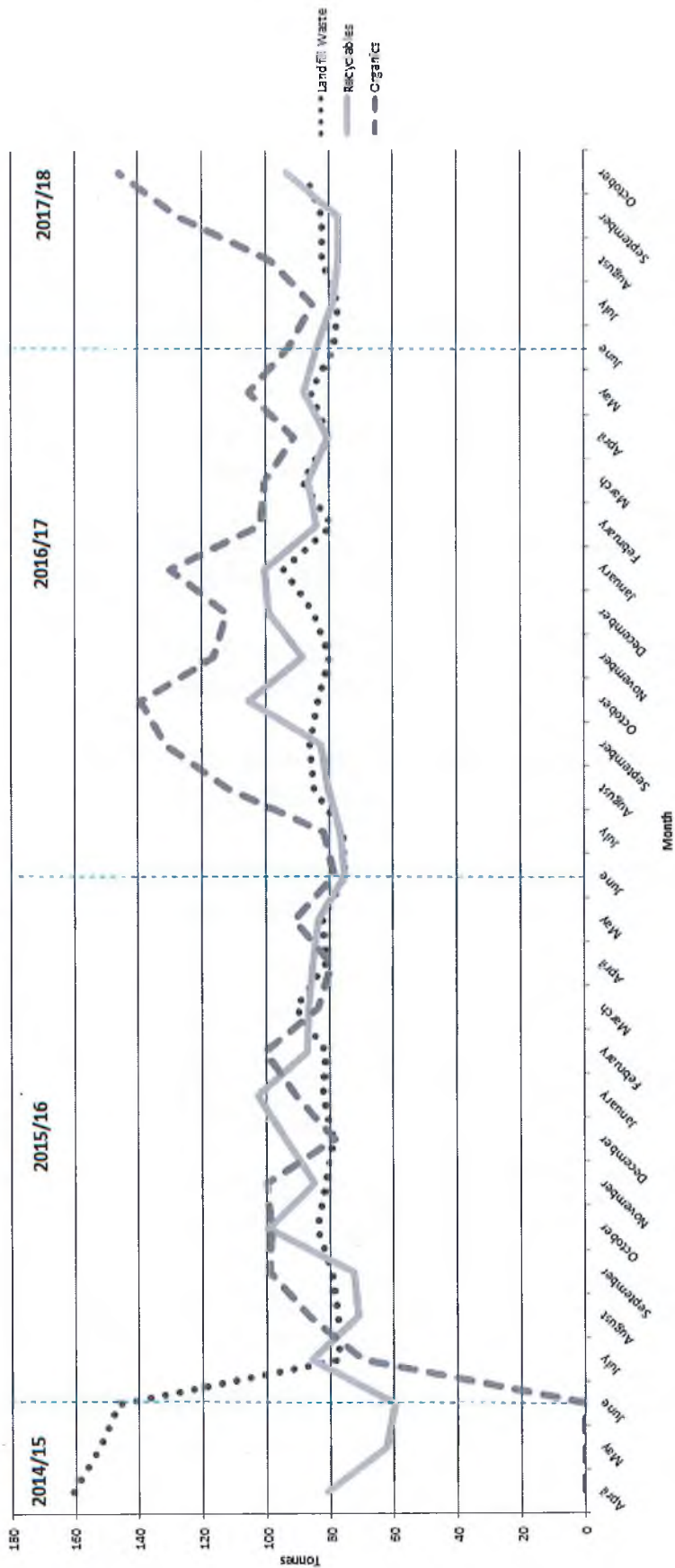
Organics Contamination Rate %



September saw contamination levels again under 3%. We have been closely monitoring bin contents during collection and have issued with a number of property owners who have been regularly contaminating their organics bins. This communication appears to have reaped some positive results and we will continue to focus on this process to try to gain more consistent results.

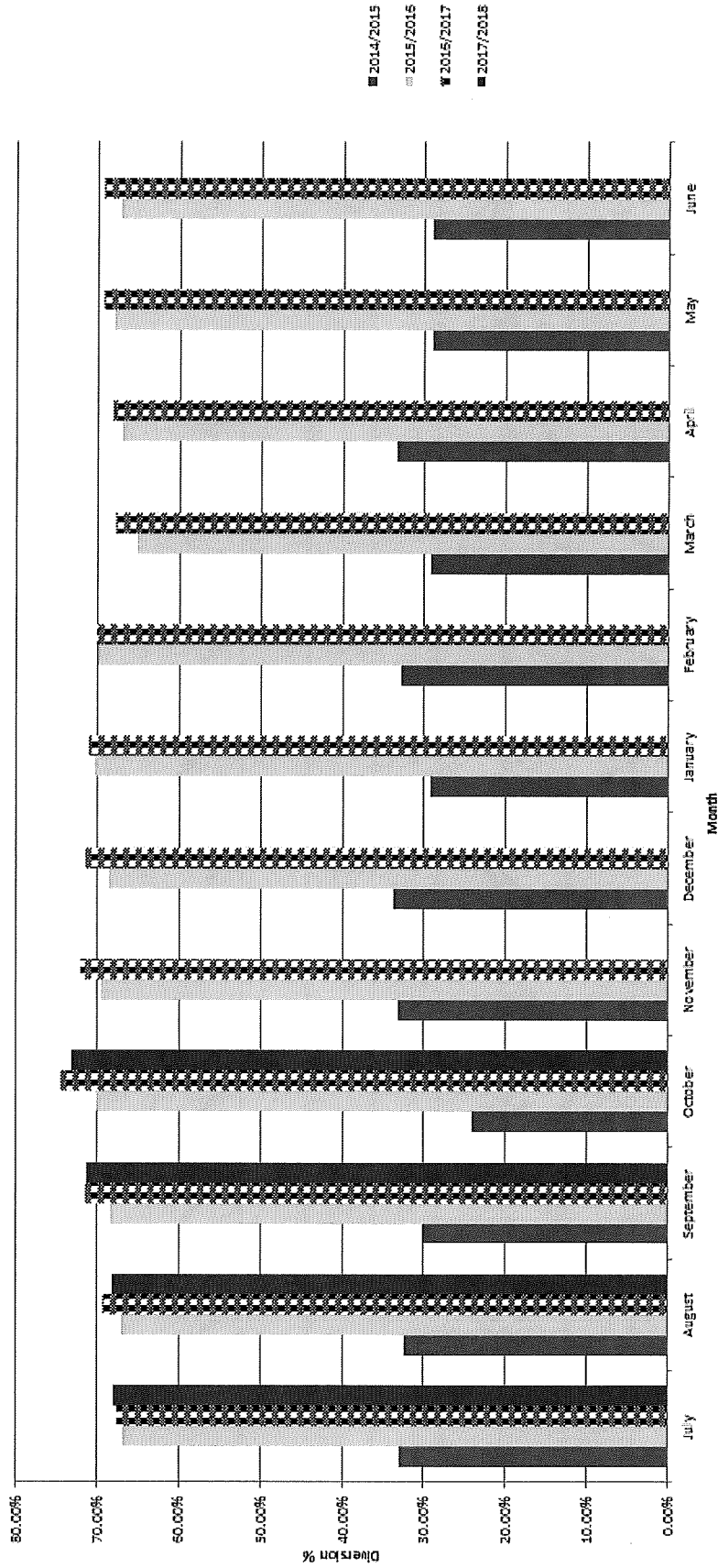
**WASTE MANAGEMENT REPORTING
 YEAR TO DATE - OCTOBER 2017**

Kerbside Collection Tonnages



Consistent with previous years, October has seen a sharp increase in recyclables tonnages (+16 tonnes), but also a gradual increase in landfill waste tonnages of 5 tonnes. Organics tonnages have also increased significantly over the past month (+19 tonnes) and are currently at the highest level since the inception of the service.

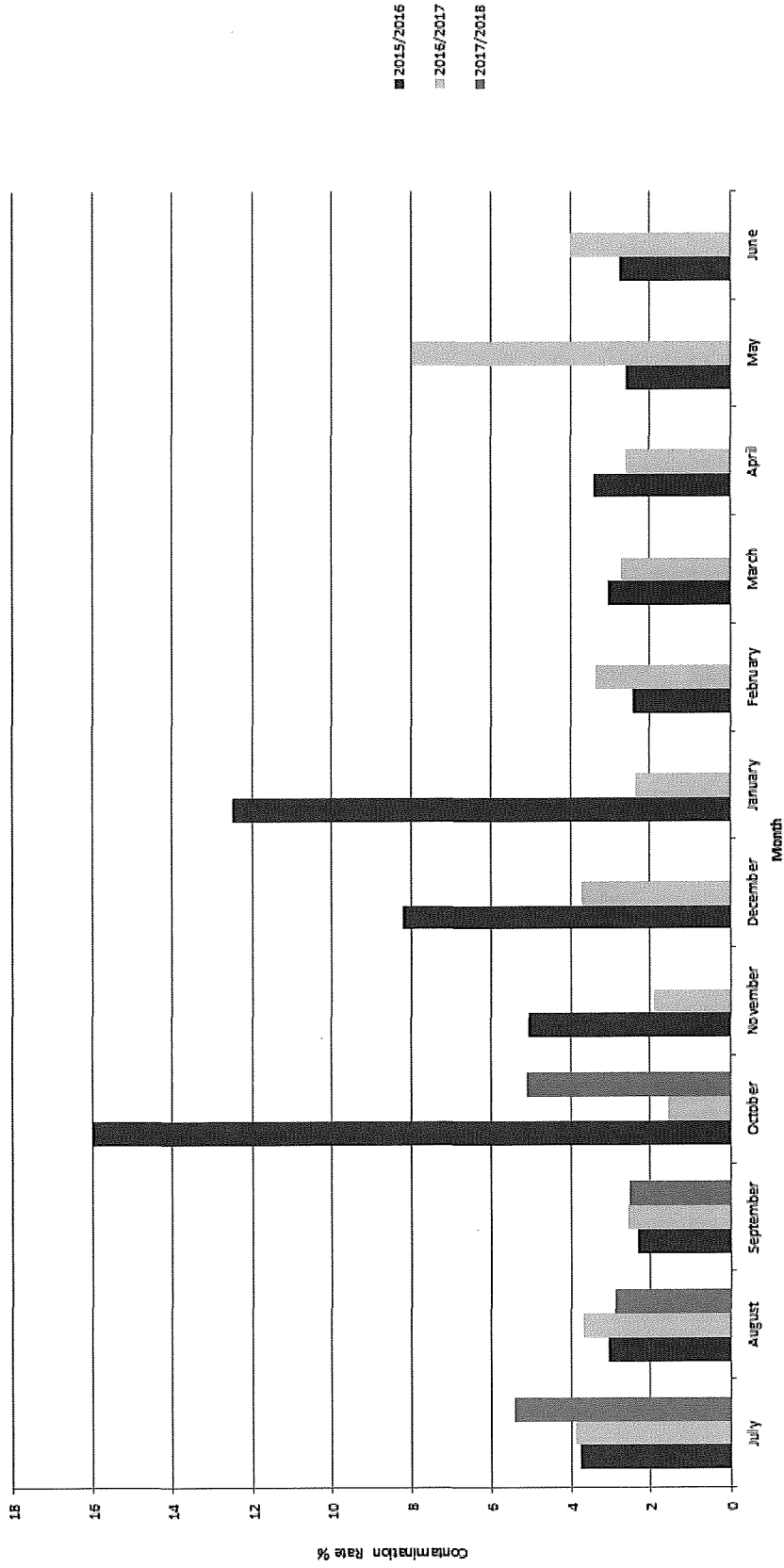
Kerbside Waste Diversion Rate %



Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.

Whilst the diversion rate for October is slightly lower compared to that of last year, we have seen an increase over the past month – consistent with previous years.

Organics Contamination Rate %



Unfortunately, October saw contamination levels again rise to 5%. However, our processing contractor has advised that this was primarily due to a small number (4) of bricks being delivered in one particular load, adding significantly to the weight of contaminants. We were able to determine the source of these bricks and have contacted the property owner in question to make them aware of the issue and the potential ramifications should contaminants continue to be found.

ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – OCTOBER 2017

Due to the October Ordinary Meeting of Council not being concluded until Monday 13 November 2017, there was insufficient time to report on the actioning of Council resolutions prior to the finalization of the November Ordinary Council Meeting Agenda. Reporting on this item is held over until December 2017.

OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
31 OCTOBER 2017

This Report is to advise the Executive Management Team, Councillors and the community of the status of previous Council resolutions which are in progress but are yet to be finalised.

Council Meeting Date	Item No. Description & Recommendation	Action to Date
<i>Due to the October Ordinary Meeting of Council not being concluded until Monday 13 November 2017, there was insufficient time to report on outstanding actions of Council resolutions prior to the finalization of the November Ordinary Council Meeting Agenda. Reporting on this item is held over until December 2017.</i>		

REVIEW OF EXISTING COUNCIL POLICIES
AND ADOPTION OF NEW POLICIES

Period of Review	Policy Name	Review of Policy / New Policy	Outcome
October / November	Kerbside Waste Collection Services Policy	New Policy	Item 9.7.11
October / November	Public Road Register Policy	Review of Policy	Item 9.7.12
October / November	Asset Management Policy	Review of Policy	Item 9.7.13

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 6 October to 8 November 2017

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum
Date of Meeting: Tuesday 10 October 2017
Time: 11.30 a.m. - 5.30 p.m.

Attendees:

Councillors

Amanda McClaren
Malcolm Little
John Mason
Kate Stothers
Alistair Thomson
Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)
Phil Howard (Director, Sustainable Development)
Roy Hetherington (Director, Asset Services)

Apologies

Councillor Debra Swan
David Roff (Director, Corporate and Liveability)

Matters discussed:

1. Councillors Discussions
- Declarations of Interests
2. October Ordinary Council Meeting Agenda Review
3. Presentation on Community Satisfaction Survey Results by Key Research
4. Assembly of Councillors
 - 4.1 Mayor and CEO Meetings Attendances
 - 4.2 Councillors Meetings Attendances
 - 4.3 Advisory Committees of Council - Reporting to Council Requirements (Ordinary Council Meeting reports)
 - Tourism, Arts and Culture Advisory Group
 - Sustainable Development Reference Group
 - Access and Disability Advisory Committee
 - 4.4 Matters requested to be discussed at next meeting
 - 4.5 Wool Week Festival Breakfast - invitation for Councillors to assist
 - 4.6 Rates Holiday - Update on Progress
 - 4.7 Draft Liveability Plan (Municipal Public Health and Wellbeing Plan)
 - 4.8 "CLARA" MoU
5. Explosive Ordnance Logistic Reform Program Project: Works Proposed at Explosive Ordnance Depot, Mangalore - briefing by Lieutenant Colonel, Peter Sims

Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?



Record of Assembly of Councillors

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 17 October 2017

Time: 1.30 p.m. - 8.00 p.m.

Attendees:

Councillors

Amanda McClaren

Malcolm Little

John Mason

Kate Stothers

Debra Swan (*left meetings at 4.00 p.m. / returned at 5.50 p.m.*).

Alistair Thomson

Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Sustainable Development)

Roy Hetherington (Director, Asset Services)

David Roff (Director, Corporate and Liveability)

Apologies

Matters discussed:

1. Councillors Discussions

Declarations of Interests

2. Nagambie Bowls Club Request - meeting with representatives (Rob Smith - President, and Fiona Smith - Secretary/Treasurer)

3. Council Agenda Review

4. Assembly of Councillors

4.1 Mayor and CEO Meetings Attendances

4.2 Councillors Meetings Attendances

5. Capital Works Program Update

6. Informal Meeting with Community Members / Cuppa and Chat

7. Ordinary Council Meeting at Avenel

Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?

Record of Assembly of Councillors

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 24 October 2017

Time: 10.00 a.m. - 5.00 p.m.

Attendees:

Councillors

Amanda McClaren

Malcolm Little

John Mason

Kate Stothers

Debra Swan (*left meetings at 11.06 p.m. / returned at 1.20 p.m. Left meetings at 2.25 p.m. - did not return*).

Alistair Thomson

Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Sustainable Development)

Roy Hetherington (Director, Asset Services)

David Roff (Director, Corporate and Liveability)

Apologies

Matters discussed:

Declarations of Interest

1. Reconvening of Ordinary Council Meeting (adjourned on Tuesday 17 October 2017)
2. Councillors Discussions
3. Presentation of Nagambie Toilet Block Concept by Kathi Clark-Orsanic (as spokesperson on behalf of Tourism, Arts and Culture Advisory Group)
4. Planning Committee Agenda Review
5. Assembly of Councillors
 - 5.1 Mayor and CEO Meetings Attendances
 - 5.2 Councillors Meetings Attendances
 - 5.3 Jayco Herald Sun Tour 2018 Sponsorship
 - 5.4 Violet Town Bush Nursing Centre Annual General Meeting - Invitation
 - 5.5 Strathbogie Tableland Landcare Group - Proposal to improve the Amenity of Shire land along Spring and Magiltan Creeks (as forwarded via email by Cr AT to Mayor and CEO)

- 5.6 Tourism, Arts and Culture Advisory Committee - frequency of meetings, as per Charter excerpt -

MEETINGS OF THE COMMITTEE

13.1 All meetings of the Committee shall be conducted in accordance with Council's Local Law No. 1.

13.2 The Committee shall meet at least quarterly at a date and time to be determined at the first meeting. Additional meetings may be convened at the discretion of Council.

6. Planning Committee Meeting
7. Tourism, Arts and Culture Advisory Group Meeting (*Crs Swan & Thomson*)
Nagambie meetings
8. Council / Nagambie Lakes Tourism and Commerce Meeting (*Mayor, Crs Little, Mason, Williams, CEO*)
9. Nagambie HealthCare Annual General Meeting (*Mayor, Crs Little, Mason, Williams, CEO*)

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 4	Mayor	No

Record of Assembly of Councillors

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 31 October 2017

Time: 2.00 p.m. - 5.30 p.m.

Attendees:

Councillors

Amanda McClaren

Malcolm Little

John Mason

Kate Stothers

Debra Swan

Alistair Thomson

Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Sustainable Development)

Roy Hetherington (Director, Asset Services)

David Roff (Director, Corporate and Liveability)

Apologies

Matters discussed:

Declarations of Interest

1. Councillors Discussions
2. Special (Statutory) Council Meeting Agenda Review
Special Council Meeting Agenda Review (for today's meeting, if required)
3. Assembly of Councillors
 - 3.1 Mayor and CEO Meetings Attendances
 - 3.2 Councillors Meetings Attendances
 - 3.3 Review of Committees of Management
 - 3.4 Honeysuckle Regional Health – Violet Town Campus; Wetland Planning Permit No: P2014 – 112; Works within Road Reserve
4. Special Council Meeting


Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?

Record of Meetings of Special Committees of Council

Record of Minutes of Meetings received in the October / November 2017 Period

Name of Special Committee	Date of Meeting
Euroa Third Age Club	27/07/2017 24/08/2017
Longwood Community Centre	19/09/2017



10. NOTICES OF MOTION

Nil.

11. URGENT BUSINESS

Nil.

12. CLOSURE OF MEETING TO THE PUBLIC


Nil.

13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S

Nil.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.15 P.M.

Confirmed as being a true and accurate record of the Meeting


.....
Chair

19-12-2017
.....
Date