



STRATHBOGIE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE STRATHBOGIE SHIRE COUNCIL
HELD ON TUESDAY 19 AUGUST 2014, COMMENCING AT 6.00 P.M. AT THE
EUROA COMMUNITY CONFERENCE CENTRE**

Councillors:	Debra Swan (Chair)	(Lake Nagambie Ward)
	Colleen Furlanetto	(Seven Creeks Ward)
	Malcolm Little	(Hughes Creek Ward)
	Alister Purbrick	(Lake Nagambie Ward)
	Robin Weatherald	(Mt Wombat Ward)
	Graeme (Mick) Williams	(Seven Creeks Ward)

Officers:	Steve Crawcour - Chief Executive Officer
	Roy Hetherington - Director, Asset Services
	David Woodhams - Director, Corporate and Community

BUSINESS

1. Welcome
2. Acknowledgement of Traditional Land Owners
'In keeping with the spirit of Reconciliation, we acknowledge the traditional custodians of the land on which we are meeting today. We recognise indigenous people, their elders past and present'.

3. Apologies

Councillor Patrick Storer (*Honeysuckle Creek Ward*)
Phil Howard - Director, Sustainable Development

4. Confirmation of Minutes of a Special Meeting of Council held on Tuesday 8 July 2014 and the Ordinary Meeting of Council held on Tuesday 15 July 2014

92/14 **CRS WILLIAMS/LITTLE** : *That the Minutes of a Special Meeting of Council held on Tuesday 8 July 2014 and the Ordinary Meeting of Council held on Tuesday 15 July 2014 be confirmed*

CARRIED

5. Disclosure of Interests

Councillors Williams, Furlanetto and Weatherald declared an interest in Item 9.7.6 due to involvement of either themselves, their spouses or a relative in organisations applying for Community Grants

6. Petitions

Nil

7. Reports of Mayor and Councillors and Delegates

The Mayor and Councillors provided verbal reports on meetings / events attended in the past month. Councillor Furlanetto provided a written report (refer Attached).

8. Public Question Time

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. Closure of Meeting to the Public to consider matters listed for consideration in accordance with Section 89(2) of the Local Government Act 1989

12. Urgent Business



Cr Colleen Furlanetto (Deputy Mayor) report for 19th August 2014 Council meeting.

Date	Meeting / contact	Details
1/8/14	Business awards	Magnificent celebration of business with in the shire. A great collection and networking opportunity with our neighbor's. The event was extremely well organized and I thank all involved. The process was impartial and a lot of work to ensure complete confidence in the process. My heart felt congratulations to those who won in the sections awarded. To the 100+ nominees many in several categories my congratulations on being nominated.
2/8/14	North East Thoughtbreeds dinner	Celebration of the Thoughtbreed industry across shire. The evening reflected on a years work and a generation of breeding work to have such quality bloodstock and performance recognition to all involved in the industry. This is not only work for all involved it is their passion. I thank all involved in our shire for your enthusiasm and commitment . Mayor Swan presented the shire award on the evening. Again Congratulations to all involved.
4/8/14	Disability Advocacy Conference	brief report attached / one in five Australians has a disability this is why we need advocacy.
5/8/14	Disability Advocacy Conference	brief report attached
6/8/14	VDAC Transport sub committee	<p>Met with Vline re access issues on Vline services, • V/Line currently engages with All Aboard (PT advocacy group), Public Transport Access Committee, and Public Transport Operators Committee.</p> <ul style="list-style-type: none"> • V/Line's focus is on customer service as due heritage listed stations and ageing infrastructure the physical changes will take time and money and occur over a longer period of time. Accessible infrastructure upgrades are funded through Public Transport Victoria (PTV). • V/Line is in the process of gaining accreditation to use the communication access symbol. This has involved an audit of current services. • Disability training for all 214+ conductors is underway. Training is delivered by SCOPE. • V/Line information regarding how to improve complaints handling process that was done by Disability Services Commission. Along with FAQ's in an easy English accessible complaints process format. The FAQ's could be shared through the various disability sector when available. Vline reinforced the importance of the complaints process. As if they are unaware of the issues they cannot address them.
9/8/14	Ned Kelly Vault / museum opening	A fantastic event with the opening of the new 'Ned Kelly Vault' at Beechworth historical precinct. It was a privilege to be present and one of the first to view the new collection, the largest collection of Kelly history, including the gun Ned had with him when the gang robbed the National Bank in Euroa.
12/8/14	Council AOC	AOC and briefing's
13/8/14	GMLEN Board	Meeting of CoM continuing in my Deputy chair role to advocate for LLEN's and supporting the GMLEN. CEO and Mayor assisted through Mav state council for Governments to listen and only last week acknowledge the funing albeit less than needed will continue for at least another 12 months. This is what local government is all about advocating and being available through networks we develop make a difference.

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9. REPORTS

9.2 INFRASTRUCTURE

9.2.1 Bridges Renewal Programme (BRP) – Application for Round One Funding

Author & Department

Special Projects Manager / 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

The Goulburn Valley Regional Collaborative Alliance intends to put forward a joint Strathbogie Shire Council / Greater Shepparton City Council proposal for funding for bridges that comply with the requirements for funding from the Australian Government funded Bridges Renewal Programme (BRP) Round One. Council has recently worked on a common Bridge Management Plan for the Alliance, and part of the outcomes required was to prepare a joint proposal for the BRP.

RECOMMENDATION

- 1. That Council make application for the Australian Government Bridges renewal Program (Round One).**
- 2. That Council's two bridges that qualify for this funding (Kelly's Bridge, Creightons Creek, deck strengthening), and Kirwans Bridge pile renewal, be put forward in the joint application for funds.**
- 3. That Council allocate \$200,000 from the Bridge Reserve fund as its contribution to the round one programme, if successful.**

93/14 CRS FURLANETTO/WILLIAMS : That the Recommendation be adopted.

CARRIED

Background

The objectives of the Australian Government funded Bridges Renewal Programme are to-

- Contribute to the productivity of bridges serving local communities'; and
- Facilitate higher productivity vehicle access.

The program will contribute a maximum of 50% of project costs.

Kirwans Bridge –Pile Rehabilitation

Council has investigated the likely use of Fibre Composite (GFRP-Glass Fibre Reinforced Polymer) construction for the rehabilitation of the worst piles at Kirwans Bridge, and the results were positive.

9.2.1 Bridges Renewal Programme (BRP) – Application for Round One Funding (cont.)

The fibre composite rehabilitation technique allows for lightweight materials to be “sleeved” around the piles like a splint, without having to dismantle the bridge or bring in large heavy lifting equipment. The fibre composite rehabilitation technique would be used for the majority of the pile restoration, with conventional timber splicing being the other technique used.

Kellys Bridge - Creightons Creek Road

Currently the deck of Kellys Bridge has a 30Tonne load limit. A reinforced concrete overlay is designed and is required to strengthen the deck to upgrade the load limit to SM 1600 standard.

It is proposed that the application be made for 50% of project costs –

	<u>Total</u>	<u>Aust. Gov.</u>	<u>Council</u>
Kellys Bridge	\$119,480	\$59,740	\$59,740
Kirwans Bridge	\$400,000	\$200,000	\$200,000

Council has 2014/2015 budget funding available for Kellys Bridge.

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, apart from those described elsewhere 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, apart from those mentioned in the background of this report.

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.



9.2.1 Bridges Renewal Programme (BRP) – Application for Round One Funding (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

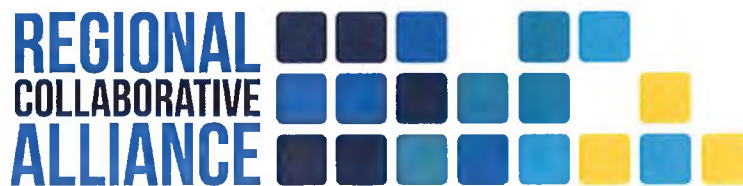
The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

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

Attachments

Nil



STRATEGIC ALLIANCE BETWEEN GREATER SHEPPARTON AND STRATHBOGIE COUNCILS



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9.6 TOURISM

9.6.1 Nagambie Waterways Recreational and Commercial Stakeholders Advisory Committee – Draft Minutes of the AGM Meeting held on 10th July 2014

Author & Department

Economic Growth Officer / 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 Nagambie Waterways and Commercial Stakeholders Advisory Committee held on 10th July 2014 for Council's endorsement.

RECOMMENDATION

That the draft Minutes of the Nagambie Waterways Recreational and Commercial Stakeholders Advisory Committee meeting held on 10th July 2014 be endorsed.

94/14 CRS PURBRICK/LITTLE : That the Recommendation be adopted.

CARRIED

Background

The Strathbogie Shire Council appointed a Special Committee to set policy and direction for the Nagambie Waterways Recreational and Commercial Users, to ensure that the activities on the Nagambie Waterways meet the objectives and the vision of Council as set out in the Council Plan.

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's 6.4 Strategy:

Provide passive and active recreational facilities and paths / tracks to

'Support the Nagambie Lakes Recreational and Commercial Stakeholders Waterways Committee in implementing the Actions in the On Land and On Water Strategy.'

D

9.6.1 Nagambie Waterways Recreational and Commercial Stakeholders Advisory Committee – Draft Minutes of the AGM Meeting held on 10th July 2014 (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 author of this report consulted with all the user groups of the waterways and the community at the recent meeting – see attached copy of minutes.

Attachments

Draft Minutes of the Nagambie Waterways Recreational and Commercial Stakeholders Advisory Committee held on 10th July 2014.



**NAGAMBIE WATERWAYS RECREATIONAL AND COMMERCIAL
STAKEHOLDERS ADVISORY COMMITTEE
AT REGATTA CENTRE, LODDINGS LANE, NAGAMBIE
ON THURSDAY 10th July 2014 commenced at 6.00 pm**

MINUTES OF MEETING

Present:	Cr. Debra Swan	Mayor - Strathbogie Shire Council
	Cr. Alister Purbrick	Ward Councillor - SSC
	Libby Webster	Strathbogie Shire Council
	Steven Hicks	Manager Statutory Services SSC
	Henry Moss	Nagambie Rowing Club
	Lynne Charge	Rowing Victoria
	Craig Stewart	Commercial Operators
	Jeff Harrison	Goulburn Murray Water
	Wally Cubbin	Nagambie Angling Club
	Beth Walter	Nagambie Action Group
	Kathryn Bayers	Nagambie Lakes Leisure Park
Apologies:	Steve Crawcour	Chief Executive Officer – SSC
	Tony Spiteri	Nagambie Waterski Club
	Brett Tanian	Victorian Water Police
	Mick Mitchell	Nagambie Sailing Club
	Graeme Callaghan	Nagambie Police
	Kimm Kennedy	Nagambie Action Group
	Ian Matheson	Goulburn Valley Water
	Tony Hammond	Nagambie Riparians Groups
	John Beresford	Developer Group
	Robert Kean	Nagambie Riparians Group

Cr Debra Swan was nominated to act as Chair until Alister arrived (as he was stuck in traffic). All agreed.

Minutes of the February AGM & General Meeting - were tabled Lyn moved that they be accepted as read, Craig seconded all agreed.

Alister arrived 6.10 and took over as Chair for the remainder of the meeting.

1. Matters arising

Buckley Park launching Platform

Proposed extension to Buckley Park and River Street launching platforms are still just proposals, as there are no funds available as yet, for this construction.

Sandy Creek Gypsies

This is an ongoing welfare issue. The Department of Human Services are now involved. Shire / Police / GMW / RSPCA have all visited the site and are working with the families to resolve the issues.

Boating Media Campaign

To be discussed at next meeting.

Economic Benefits of Fishing Study

Surveying is complete. Analysis is being undertaken. Draft report due in August.

2. Compliance Update

Boating safety officers activity as per previous minutes – with on average 15 safety checks per patrol. Warnings issued, minimal reoffended. Education is the key message.

The Auditor General has done a report on water compliance reporting and demonstrated compliance. Strathbogie was not part of the audit, however can demonstrate a high level of reporting. The report found that agencies do not communicate, coordinate patrols or share reports.

In the NE region safety statistics – fatalities and injuries featured highly. This is unusual. With 9 fatalities and 16 injuries reported – only one in Strathbogie region – a burns injury due to a boat fire, in November 2013. None of the fatalities were PWC related.

TSV in previous years had paid police to undertake water patrols, but as TSV's funding has been cut, it is unlikely that there will be water police patrols in the future.

3. Overview of background work to date on strategy and boating rule redrafting

Steven reported that he had met with TSV re redrafting boating rules in June 2014. The draft is due to be complete by end of July. It is not proposed to change the rules, rather reduce the content to add clarity, expand definitions and revise the mapping adding GIS references. Inclusion in the rules will be GPS points.

The review of the Shire's Waterways Strategy is complete and a document drafted. Steven still to complete a user analysis (cost benefit) and infrastructure audit.

It is proposed that boat ramp infrastructure be upgraded at Mitchelton Bridge, Turner Island Lane and Goulburn Weir – this would give boat ramp access in the North, Central and South. The new ramp at Goulburn Weir would trigger the only envisaged rule change with a reduction of the no boating zone from the weir wall from 220m from the weir wall to 150m.

Steven is exploring the option of removing the old structure in the North part of the lake that held now obsolete signs and turn that area back into blue water. Downstream of the Lake a navigational channel has been defined for a path to Turner Island. This is a 20kn zone for transit. The channel was marked by repositioning existing buoys.

Craig Stewart proposed that consideration be given to altering the 5kn zones to 'no wash' zones, easier to police and protects the fragile river banks.

Once the draft rules are completed, a community consultation process of 28 days will be undertaken by the Shire and the rules will be tabled at the next Waterways Stakeholders Advisory meeting.

As part of this process GMW & SSC are developing a new waterways map, which is less artistic and more accurate. NLT&C are also looking for a new waterways map to install on the walls of the newly painted toilet block in High Street.



There has been a proposal to develop an implementation committee for the GMW on land / on water strategy and the Shires strategy, as this committee's terms of reference do not allow for implementation. This process has been put on hold due to political discussions between the Minister for Water – Peter Walsh, SSC's CEO Steve Crawcour and GMW CEO Gavin Hanlon and another party. All actions are on hold until the Minister makes a decision on the makeup of any new committee.

Steven is looking to apply for grants through the Boating Safety and Facilities program closing date August 13th. Steven is looking to gain funding for the development of a master plan for the connection of the Caravan Park / Regatta Centre to High Street, more facilities in the town for boat mooring and extending the boardwalk. It is proposed that GMW & SSC submit the grant application jointly.

4. Update of works to East Goulburn Bridge on Goulburn Weir Road

Jeff Harrison reported that GMW has been undertaking urgent repairs to the bridge. Works to commence late July. The bridge will be closed for 5 days and an alternate route via a temporary road from Moss Road along the irrigation channel will be available for the 30 full time residents. The works will increase the load limit on the bridge to 10 tonne. GMW to alert emergency organisations such as CERT, CFA and Ambulance Victoria that bridge will be closed as well as the Visitor Info Centre in Nagambie. The reserve at Goulburn Weir will also be closed to the public during this time.

5. Other Business

Wally Cubbin reported that there is to be a Fishing Forum on 'Improving recreational fishing' put on by VRFish at the Angling Club on the 27th August.

Libby tabled the current list of Events and Lake Closures for the 2014 – 2015 season. She noted that there are 9 rowing regattas for the season (up from 3 in the previous season) including a 3 day State Championships. Also a National & Oceania Canoe Polo Championship over Easter at the Regatta Centre.

Next meeting Wednesday 10th September 2014 at the Regatta Centre at 6.00pm.

Meeting finished at 7.45pm

Signed as a true and correct record of meeting.

Alister Purbrick
Chairman



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9.7 ORGANISATION

9.7.1 Home and Community Care Review - Expression of Interest

Author / Department

Manager, Community Development / Corporate and Community 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 is currently undertaking a service review of the Home and Community Care Program. A crucial element of the risk assessment process is to identify the likelihood of sufficient, quality organisations which have an interest in delivering HACC services within the Strathbogie Shire. The mechanism proposed is an Expression of Interest (EOI).

RECOMMENDATION

That Council advertises an Expression of Interest as per the schedule and attached EOI documentation.

CRS FURLANETTO/WEATHERALD –

That Council conducts a market test as per the schedule and attached documentation.

95/14

ON BEING PUT, THE MOTION WAS CARRIED

Background

Future changes to funding arrangements for Home and Community Care (HACC) services, along with the introduction of the National Disability Insurance Scheme, are expected to have a significant impact on the Strathbogie Shire Council's current delivery of services from 1 July 2015.

Council is taking a proactive approach to these changes and is carrying out a strategic review so that Council can make informed decisions about its services. The strategic review has so far included the completion of the following key tasks:

- completion of a thorough financial analysis
- data collection on client data base
- full risk assessment
- communications strategy including staff briefings
- stakeholder engagement
- consideration of industrial relations matters
- consideration of legal matters arising from contractual requirements



9.7.1 Home and Community Care Review - Expression of Interest (cont.)

Further information is required before any recommendations may be made in respect of the service delivery options. Without committing Council to any option, there needs to be a mechanism for conversations with external providers to determine:

- What services they would be interested in providing
- What is their expertise
- What other contracts they have for HACC services
- What Quality framework they use, approach to OH&S etc.
- Staffing (qualifications, experience, training etc.)
- Their corporate structure (small, privately owned; wholly owned by large organisation etc.)

The proposed mechanism for this process is an Expression of Interest. The proposal is to advertise the EOI and make selective approaches to suitably qualified organisations which have the experience to deliver HACC services. The EOI document contains the broad numbers involved, geographic spread of clients and other information to give the respondents a feel for the size, breadth and complexity of the services. It also contains some of the key performance principles including:

- High level of service integration
- Ensure easy and equitable access to services
- Prioritisation of services to those in most need
- Reduction in duplication of triage and assessment
- Improved information sharing
- Seamless transition of care between services
- Active Service Model
- Co-ordinated care

While the EOI is open, Council will run a briefing session for interested parties to talk about the performance principles in a bit more detail and take questions. Respondents will be encouraged to partner up if that helps organisations with particular expertise to be part of the overall submission. Respondents' information will be confidential.

Following confirmation of the shortlisted Respondents from the EOI process, Council may engage with the Respondents through bilateral meetings aimed at exploring in further detail key service and commercial considerations associated with the Respondents' EOI responses.

At the end of this process, Council will be fully informed as to the likely number of potential providers with an interest in delivering HACC services in the Strathbogie Shire. This information will inform Council's decision-making process on the future service delivery model for HACC services.



9.7.1 Home and Community Care Review - Expression of Interest (cont.)

The following table indicates the steps and timeline for an EOI process:

Steps	Timeline
Production of EOI document for Council approval	19 August 2014 Council Meeting
Distribution of EOI document to selected organisations	22 August 2014
Advertise EOI	22 August 2014
Period of time for service providers to submit responses	22 September 2014
Assess responses & conduct meetings with respondents	22 October 2014
Write briefing paper for Council	November 2014
Council briefing and next steps	December 2014

Alternatives

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

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Community Implications

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

9.7.1 Home and Community Care Review - Expression of Interest (cont.)

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

Expression of Interest

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STRATHBOGIE SHIRE COUNCIL

EOI DOCUMENT

1. INTRODUCTION

Future changes to funding arrangements for Home and Community Care (HACC) services, along with the introduction of the National Disability Insurance Scheme, are expected to have a significant impact on the Strathbogie Shire Council's (Council) current delivery of services from 1 July 2015.

Council is taking a proactive approach to these changes and is carrying out a strategic review so that Council can make informed decisions about its services. To this end, Council is conducting an Expression of Interest (EOI) process with selected organisations with the ability to deliver some or all of Council's HACC services. Council's current contract with the Department of Veteran's Affairs to deliver Veteran's Home Care (VHC) services is included in this review. In addition, Council also provides services to other agencies who manage packaged care, on a fee for service basis. Whilst this EOI will refer to HACC throughout, it can be assumed that both VHC and other agency services may be included within this EOI process.

The process of seeking Expressions of Interest is intended to enable Council to identify suitably qualified respondents with demonstrated ability to deliver high quality HACC services.

Following confirmation of the shortlisted Respondents from the EOI process, Council may engage with the Respondents through bilateral meetings aimed at exploring in further detail key service and commercial considerations associated with the Respondents' EOI responses.

2. CURRENT CONTRACT TIMELINES

- Council's HACC contract with the Department of Health expires on 30 June, 2015.
- Council's Veteran's Home Care contract with the Department of Veterans Affairs expires 30 June, 2015.

3. DESCRIPTION OF SERVICES

In-home care consists of a number of funded activities. These are defined within the HACC Manual (2013) and the Deed of Standing offer (contract) with DVA. Briefly, these definitions are:

Assessment Services

Assessments, care coordination and reviews are conducted by qualified assessment officers. The assessment officers develop a care plan with the client and this is the basis for the service request. Services are reviewed regularly.

Domestic Assistance

Domestic Assistance may include tasks such as vacuuming floors, mopping, cleaning bathrooms and cleaning kitchens.

Personal Care

Personal Care may include support with day to day personal hygiene; assisting the client to go shopping; assisting the client to prepare meals; and supporting the client to attend medical appointments. The tasks vary widely and are frequently adjusted to meet the needs of the client.

Respite

Respite for primary carers provides support to assist them to continue with their caring responsibilities. Respite is not provided to enable a carer to go to work. However the options for respite are diverse depending on the family's needs.

Property Maintenance

Property Maintenance consists of two main services; home and garden maintenance and home modifications. Home and garden maintenance may include grass mowing, pruning and removing garden waste. Home modifications include tasks such as installation of hand-rails and other safety equipment to aid mobility, as assessed by a qualified OT.

Social Support

Social Support provides opportunities for clients at risk of social isolation to participate in social activities such as day outings, regular lunches or special events.

Delivered meals

Delivered meals are provided to clients assessed as at risk of nutritional deficiency.

Other

Additional funding from the Department of Health provides support for the service system. This includes funding to support volunteer coordination, maintenance for senior citizen's centres, client services officer, centre-based meals and minor capital funding.

The following table shows each service activity, the number of hours that are funded per annum; the unit funded amount; the client fee payable (based on the low rate); the current number of clients receiving each HACC and DVA service and the current number of clients receiving services through an agency.

Funded Activity	Target Hours funded	Unit amount funded	Client fee payable per hour (low rate)	Client numbers HACC*	Client numbers DVA*
Assessment	1756	\$87.66	NA	NA	NA
Domestic Assistance	9434	\$31.51	\$5.80	263	29
Personal Care	750	\$36.00	\$4.30	31	2
Respite	1849	\$32.54	\$2.90	5	-
Property Maintenance	1220	\$45.82	\$11.60	34	-
Social Support	3775	\$12.80	\$7.30 per outing	133	-
Delivered meals	11553	\$3.18	\$8.70	22	-

* Client numbers data are point in time taken during July 2014. The numbers vary according to service demand.

HACC and Veterans Home Care Service demand levels by location are listed in the table below (as at July 2014):

Location	Domestic Assistance	Personal Care	Respite	Property Maintenance	Social Support	Delivered Meals
Euroa	139	17	-	18	48	13
Nagambie	67	13	2	4	45	4
Violet Town	34	2	1	6	16	3
Avenel	14	-	-	2	5	-
Other	38	1	2	4	19	2

This table shows that the main spread of services is within the main townships of Euroa, Nagambie, Violet Town and Avenel. The percentage figure of the total of services within these four main townships is:

Domestic Assistance	87%
Personal Care	97%
Respite	60%
Property Maint	88%
Social Support	85%
Delivered Meals	91%

The spread of services from the July 2014 data has also been represented visually in maps of the Shire based on service type. These can be provided if requested.

The table below indicates the rates that Council charges other agencies for services purchased from Council. The table includes the current number of clients and services they receive.

Activity [^]	Agency rate [#]	Client numbers [*]
Domestic Assistance	\$40.82	27
Personal Care	\$44.94	24
Respite	\$44.94	8
Property Maintenance	\$56.18	1

[^]Agencies are able to purchase these activities. Funding rules allow for clients to participate in Social Support as HACC funded clients. Meals are not generally being funded by agencies under new rules, and are not eligible under HACC.

^{*} Client numbers data are point in time taken during July 2014. The numbers vary according to service demand.

[#]The agency rate is during normal business hours – 7.30am to 7.30pm Monday to Friday. Different rates are applied for services provided outside of these hours by negotiation and staff rates based on the EBA is applied. The rates do not include travel costs, which are negotiated for each service provision – a base rate of \$1.12 per kilometre and \$34.54 per hour travel time is used as the base for calculation.

On average council staff travel approximately 107,000 kilometres each year. The number of kilometres varies each year depending on the service demand.

Council has developed a comprehensive range of policies, procedures and systems to ensure it meets accreditation standards. It uses the Xpedite software program for its client data base.

4. QUALITY OF SERVICE DELIVERY

Interested service providers are required to demonstrate their ability to deliver services in line with the following requirements:

- (a) deliver the Services in a proper, timely and efficient manner using the standard of care, skill, diligence and foresight that would reasonably be expected from an expert and experienced provider of the Services;
- (b) act in accordance with the highest applicable professional ethics, principles and standards;
- (c) demonstrate a commitment to ethical practices and behaviours, and make sure that ethical practices are implemented and ethical behaviours are promoted through appropriate staff training and monitoring;
- (d) inform Council about all matters that Council should reasonably be made aware of, and provide information about the delivery of the Services that may reasonably be required by Council;
- (e) obtain and maintain any accreditation or registration required for the delivery of all or part of the Services or requested in writing by the Department; and
- (f) comply with:
 - I. the Standards and performance targets listed in any Schedule in respect of the Services; and
 - II. all Applicable Departmental Policies; and
 - III. all applicable Laws including Laws relating to fire protection, industrial relations and employment, and health, and general safety and taxation.

5. KEY PERFORMANCE PRINCIPLES

Interested service providers are required to demonstrate their approach to meeting the following key performance principles:

- High level of performance integration
- Easy and equitable access to services
- Prioritisation of services to those in most need
- Reduction in duplication of triage and assessment
- Improved information sharing
- Seamless transition of care between services
- Active Service Model (client directed care)
- Co-ordinated care

10

6. TRANSITION OF CARE

It would be Council's intention that should service/s be transferred to another provider, that the transition would be conducted in as seamless a manner as possible with clients and staff fully informed and involved in the process. Council invites interested service providers to describe their approach to achieving seamless transition of service.

7. RESPONDENT'S VIABILITY AND FINANCIAL STRENGTH

Respondents must be able to demonstrate financial strength and viability to deliver HACC services. Please provide copies of your annual reports, balance sheets and profit and loss statement for the last two financial years.

Provide details of any funding you currently receive for community services from all sources including Commonwealth, State/Territory or local government sources.

8. DEPARTMENT OF HEALTH APPROVAL

Council may not assign its rights or obligations under its Service Agreement with the Department of Health nor can it subcontract all or part of the Services without the Department's written consent. Consent will only be given if Council satisfies the Department that the entity to whom it is assigning its obligations can deliver the Services on the same terms and conditions as Council's Agreement with the Department. Thus, Council is conducting an EOI process with selected organisations which have a track record in the delivery of high quality community services.

9. PROVISION OF ADDITIONAL INFORMATION

Prior to any bilateral meetings with Respondents (referred to at 1 above), Council may request additional information from Respondents in relation to their EOI Response. Council may issue additional information to Respondents during the discussion stage for consideration by, and discussion with, Respondents.

10. INDICATIVE TIMELINE FOR EOI PROCESS

The indicative timeline for this EOI process is as follows:

Steps	No. wks.	Timeline
Production of EOI document for Council approval		19 August 2014 Council Meeting
Distribution of EOI document to selected organisations		22 August 2014
Advertise EOI		22 August 2014
Period of time for service providers to submit responses	4	22 September 2014
Assess responses & conduct meetings with respondents	4	22 October 2014
Write briefing paper for Council		November 2014
Council briefing and next steps		December 2014

10

11. EVALUATION

The following evaluation criteria will be used by Council to assess EOI Responses. These evaluation criteria are not exhaustive and are not listed in any special order of priority.

- Respondent's understanding of the quality objectives of HACC service delivery as outlined in their response to 'Quality of Service Delivery' above.
- Respondent's approach to meeting the 'Key Performance Principles' outlined above.
- Respondent's qualifications and credentials in the provision of HACC services.
- Robustness and quality of transfer management plan (outlined in 'Transition of Care from Council to external provider'). Respondent's ability to manage the transfer and change management during the transfer. Respondent's experience in successfully managing previous transfers. Extent to which transfer minimises service disruption.
- Demonstration of implementing staff structure after transfer that will meet quality of care to existing clients and all regulatory requirements, including industrial relations requirements.
- Demonstration of a safe working environment for its staff. Respondent's credentials in OH&S and human resources management.
- Respondent's experience and capability in working with government and implementing and maintaining effective governance, management and stakeholder communications systems and processes.
- Respondent's viability and financial strength. Demonstration of an appropriate funding structure and strategy for delivering the services.
- Respondent's understanding of and acceptance of the financial arrangements regarding fees and charges to HACC clients.

12. EOI RULES

12.1 INFORMATION FOR EOI RESPONSE

The Response Schedules set out in Response Form 1 and Response Form 2 of this EOI Invitation provide instructions to Respondents in relation to the information to be provided in their EOI Responses.

Respondents should submit EOI Responses in sufficient detail to allow Council to complete its evaluation. Council also reserves the right to seek clarification or further details regarding any information submitted by Respondents. Respondents should not rely on being invited to make further submissions prior to the list of shortlisted Respondents being finalised.

EOI Responses should:

- be submitted in A4 format (a limited set of information may be provided, if required, in A3 format);
- be set out in no smaller than 11 point font;
- include numbered sections addressing each of the elements in the Response Forms;
- not be unnecessarily elaborate or include excessive attachments beyond that sufficient to complete an effective EOI Response. Council reserves the right to disregard EOI Responses (in part or whole) in the event of excessive information or attachments being provided.

Respondents must prepare their EOI response in accordance with the requirements in this Request. Council may reject EOIs that do not comply.



12.2 POINT OF CONTACT

The point of contact for all matters concerning this EOI is:

Caroline Wallis
Manager Community Development
Shire of Strathbogie
Tel. (03) 5795 0082
Mob. 0437 680 303
E caroline.wallis@strathbogie.vic.gov.au

Any notice or communication by a Respondent to Council will be effective upon receipt only if it is in writing including by email sent to the contact officer at the above address.

12.3 ADDENDA

Council may issue addenda to the EOI at its discretion. All conditions of the EOI will apply to addenda unless amended in the addenda.

12.4 EOI CLOSING TIME AND LODGEMENT PARTICULARS

The closing time for the EOI is 5.00pm AEST on 22 September 2014.

Each Respondent must lodge:

- 3 bound copies of its EOI Response, with one marked "Original"
- one unbound copy of its EOI Response, secured in a folder such that pages can be easily removed and copied, and
- one electronic copy on CD or USB drive (in both PDF and Word/editable format).

Responses must be signed and dated by an authorised officer of the Respondent, contained within sealed envelopes and delivered to the address below. If more than one envelope or package is delivered, all such envelopes or packages must carry an indication of the number of envelopes or packages in total (eg 1 of 2 etc).

Responses should be delivered to:

Caroline Wallis
Strathbogie Shire Council
PO Box 177
Euroa 3666

EOI responses should be marked 'Strictly Private and Confidential'.

12.5 LATE RESPONSES

Late EOIs (those received after the closing time) may be rejected at the discretion of Council.

12.6 RESPONDENT'S OBLIGATION TO INFORM THEMSELVES

Respondents will take responsibility for being fully informed by making their own enquiries and satisfying themselves of the requirements and content of this document.

Legislative and regulatory arrangements will be relevant. Respondents will need to satisfy themselves as to the applicability of these arrangements to the provision of any proposed services.

12.7 CONFIDENTIALITY OF MATERIAL & INTELLECTUAL PROPERTY

All material (including this document) provided by Council to the Respondents must be treated as confidential by the Respondents.

All EOI Responses will, upon lodgement, become the property of Council. This does not affect the ownership of any intellectual property rights of the EOI Response. Respondents are to submit EOI Responses on the basis that Council and anyone assisting it may use, retain and copy the information contained in them for any purpose concerning evaluation or clarification of an EOI Response, or any purpose with respect to subsequent procurement or contracts envisaged by this EOI Invitation.

This document and all intellectual property rights in it are owned by Council. Respondents are permitted to use this document and any related material only for the purposes of compiling their EOI Response.

12.8 RESPONDENT ACKNOWLEDGEMENT

Each Respondent submits its EOI Response on the basis that it acknowledges and agrees that:

- in lodging its EOI Response, the Respondent has not relied on any express or implied statement, warranty or representation by or on behalf of Council;
- it satisfied itself as to the correctness and sufficiency of its EOI Response; and
- Council relies on the information provided by the Respondent in the evaluation of the EOI Response.

12.9 DISCLOSURE

Council reserves the right, in its absolute discretion, and without any liability to any respondent, to disclose and/or allow the disclosure of, at any time, any information contained in or relating to any EOI to any Victorian Government Department, agency, authority or Minister, or to any probity or other advisor or as otherwise required by law.

12.10 CONFIDENTIALITY OF RESPONDENT INFORMATION

To enable Council to consider whether it agrees to keep specific information confidential, Respondents must include in their EOI Response, in the form of the table below, any request that information is to be treated as confidential, specifying the information and giving reasons why it is necessary to keep the information confidential.

Commercial in Confidence Information	Reason for Confidentiality

Council has sole discretion to agree to or reject the request and determine the terms under which it agrees.

12.11 NO BINDING CONTRACT

Nothing in this document is to be construed to create any binding contract (express or implied) between Council and the Respondent, nor is this document an offer to contract.



Response Form 1 - Respondent's Details

To: Shire of Strathbogie

I submit my Response for:

EOI NO:

EXPRESSION OF
INTEREST IN:

This Response will not be opened publicly.

Name of PERSONS/BUSINESS/CORPORATION

Offering:

Street Address:

Postal Address:

Name of Holding Company or Corporate Group:

Contact details for communications:

Name:

Title:

Telephone Number:

Mobile Number:

Facsimile Number:

E-mail Address:

I confirm that I have read and understood the EOI Rules and agree to abide by them by submitting this EOI Response.

I have answered all items in the Response Forms and my EOI Response is an accurate and true account at time of submission.

Response Validity: Valid for 6 months Yes

Signature:

Title:

Date:

Response Form 2 – Response to Evaluation Criteria

ITEM	DETAILS
4.	<p>Evaluation Criteria</p> <p>Please provide a response to each of the following criteria.</p>
(a)	<p>Respondent's understanding of the quality requirements for HACC services and extent to which the Respondent is able to meet those requirements.</p>
(b)	<p>Demonstrate Respondent's capacity to ensure consistent performance in line with the highest applicable professional ethics, principles and standards.</p>
(c)	<p>Identify the estimated number, expertise, qualifications and experience of the staff proposed to deliver services.</p> <p>Provide evidence of how you record and maintain qualifications, expertise and experience of personnel proposed to deliver services.</p> <p>Include evidence of position descriptions, recruitment strategies, and any mandatory training.</p>
(d)	<p>Respondent to describe their approach to keeping Council informed of matters that it should reasonably be made aware of.</p>
(e)	<p>Respondent to list any formal accreditation it currently possesses.</p>
5.	<p>Key Performance Principles</p> <p>Interested service providers are required to demonstrate their approach to meeting the following key performance principles.</p>
(a)	<p>High level of performance integration</p>

(b)	Easy and equitable access to services
(c)	Prioritisation of services to those in most need
(d)	Reduction in duplication of triage and assessment
(e)	Improved information sharing
(f)	Seamless transition of care between services
(g)	Active Service Model (client directed care)
(h)	Co-ordinated Care
6.	<p>Transfer Management Plan</p> <p>Interested service providers should describe their approach to achieving seamless transition of service from Council. Respondent's ability to manage the transfer and change management during the transfer. Respondent's experience in successfully managing previous transfers. Extent to which minimises service disruption. Communication with stakeholders. Certainty of delivery of the services after the transfer.</p>
7.	<p>Risk Management</p> <p>Identify project risks and how you propose to ensure these risks do not affect the quality of service to the clients, in particular addressing:</p> <ul style="list-style-type: none"> • Transfer risk • Operating risk • HR risk
8.	<p>Viability and Financial Strength</p> <p>Copies of annual reports for the last two years, including financial statements, attached</p>

<p>Please provide details of funding currently received for community services from all sources including Commonwealth, State/Territory or local government sources.</p>																			
<table border="1"> <thead> <tr> <th>Source</th> <th>Amount (\$ per annum)</th> <th>Details and Purpose (eg program and description)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Source	Amount (\$ per annum)	Details and Purpose (eg program and description)																
Source	Amount (\$ per annum)	Details and Purpose (eg program and description)																	
9.	<p>Other – please provide any other information which would assist Council in its evaluation</p>																		
10.	<p>Referees</p> <p>Provide contacts for at least two previous clients acting as referees for the Respondent. Please ensure that your Referees have agreed to provide a reference for you, and have given you permission to provide their details to Council in this capacity.</p>																		
	<table border="1"> <tr> <td>Contact 1 (Name):</td> <td> </td> </tr> <tr> <td>Contact 1 (Company & position title):</td> <td> </td> </tr> <tr> <td>Contact 1 (Telephone):</td> <td> </td> </tr> <tr> <td>Contact 1 (Email address):</td> <td> </td> </tr> <tr> <td>Summary of nature, timing and value of services performed for Referee 1</td> <td> </td> </tr> </table>	Contact 1 (Name):		Contact 1 (Company & position title):		Contact 1 (Telephone):		Contact 1 (Email address):		Summary of nature, timing and value of services performed for Referee 1									
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Contact 1 (Company & position title):																			
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Contact 1 (Email address):																			
Summary of nature, timing and value of services performed for Referee 1																			

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	<p>Registered for GST</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
12.	<p>Specify details of your insurance coverage and provide documentary evidence of the following insurance policies:</p> <ul style="list-style-type: none">• Public Liability Insurance (to the value of not less than \$10 million per event); <input type="checkbox"/> Current Certificate Attached • Professional Indemnity Insurance (to the value of not less than \$5 million per occurrence); <input type="checkbox"/> Current Certificate Attached • Victorian Workers Compensation Insurance <input type="checkbox"/> Current Certificate Attached • Volunteers Insurance (if applicable). <input type="checkbox"/> Current Certificate Attached • Any other relevant policies regarding insurance requirements and standards that may affect the delivery of the services nominated.



	Contact 2 (Name):	
	Contact 2 (Company & position title):	
	Contact 2 (Telephone):	
	Contact 2 (Email address):	
	Summary of nature, timing and value of services performed for Referee 2	
11.	<p>Provide evidence of your legal status which may fall into one of the following categories:</p> <p><input type="checkbox"/> Incorporated not for profit organisation</p> <p><input type="checkbox"/> Incorporated under Associations Incorporation Act</p> <p><input type="checkbox"/> Incorporated under Religious, Education and Charitable Institutions Act or the Companies Act or Corporation Law</p> <p><input type="checkbox"/> Incorporated under the Co-operative Societies Act</p> <p><input type="checkbox"/> Public company limited by guarantee</p> <p><input type="checkbox"/> Other (please specify)</p> <p>Please provide either your:</p> <p><input type="checkbox"/> ABN: ; or</p> <p><input type="checkbox"/> Australian Company Number: ; or</p> <p><input type="checkbox"/> Not applicable</p>	

9.7.2 Contract No. 13/14-11
Euroa Saleyards Roof

Author & Department

Acting Executive Manager, Assets / Asset Services Directorate

File Reference

Contract No 13/14-11

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

Strathbogie Shire Council invited tenders for the design and construction of a roof to cover the existing sale pens at the Euroa Saleyards.

Four tenders had been received when tenders closed at 4.00pm on Friday 1 August 2014.

Having considered all of the evaluation criteria, it is recommended that Council accept the lowest tender, which is from Don Newnham Engineering for a total lump sum amount of \$454,274.44 excluding GST.

This amount is for a roof that is truncated in the north-east corner as requested in order to provide adequate clearance from the existing powerlines.

RECOMMENDATION

1. That the tender received from Don Newnham Engineering, of 35-39 Graham Street Euroa, for Contract 13/14-11 – Euroa Saleyards Roof, for the lump sum of \$454,274.44 excluding GST be accepted by Council.
2. That the associated Confidential Attachments provided to Councillors for their consideration be noted.
3. That the unsuccessful tenderers be advised.

96/14 **CRS WILLIAMS/FURLANETTO** : *That the Recommendation be adopted.*

CARRIED

Background

The roof structure over the existing 112 sale pens at Euroa saleyards was to be designed to maximise natural lighting, ventilation and sound attenuation. Design was also to include artificial lighting and the collection of rainwater for re-use.

Construction was to include all materials, plant and labour and programmed to be carried out whilst maintaining access for regular cattle sales during construction period.

9.7.2 Contract No. 13/14-11
Euroa Saleyards Roof (cont.)

The project is fully funded by Council with an amount of \$455,000 allocated in the 2014-15 capital works budget.

Tenders were invited by advertising on Council's website and in the following newspapers:

- The Age
- Shepparton News
- Euroa Gazette
- Benalla Ensign
- Seymour Telegraph

By close of tenders at 4.00pm on 1 August, 2014, a total of four tenders had been received.

One late tender was received but not accepted in accordance with the stated tender conditions.

Tenders were assessed by an evaluation panel of Strathbogie Shire Council staff members comprising:

1. Mr Bob Foster, Works Superintendent/Saleyards Manager
2. Mr Phil Squires, Manager, Special Projects
3. Mr Bruce Braines, Acting Executive Manager, Assets

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

Tenders were evaluated against the following criteria:

- Price
- Compliance with Specification
- Quality Systems
- Track Record
- Skills & Resources
- Financial Capability

A full tender evaluation was applied to the four valid tenders.

The tenders were assessed as follows:

Tender 1 – Don Newnham Engineering

This is a conforming tender and complies with the specification.

The proposal is for a three span saw-tooth structure.

The tender sum offered was \$520,274.44 for the full roof structure, or a lesser amount of \$474,274.44 to account for the area of roof to be truncated to provide clearance from existing powerlines, as required by the tender specification.

9.7.2 Contract No. 13/14-11
Euroa Saleyards Roof (cont.)

The provisional sum of \$20,000 is also to be removed from the contract so that the effective tender amount is therefore **\$454,274.44**.

The tenderer is a local company with commercial registration and is considered to be well experienced in structural design, fabrication and erection. The methodology of construction discussed with the tenderer indicates that all site restrictions have been considered. The tenderer is also often engaged by Council for maintenance work at the saleyards and is located in close proximity to the site.

Clarification on prices and specification was sought and provided.

The evaluation rated this tender as No. 1.

It is also the lowest tender, is within the allocated budget, and is the preferred tender considering value for money.

Tender 2

This is a conforming tender with limited detail provided to indicate full compliance with the specification.

The proposal is for a two span gable structure.

The tender sum is the third lowest.

Clarification on prices and specification was sought and provided.

The tenderer has been engaged by Council for other projects and performed satisfactorily.

The evaluation rated this tender as No. 3.

Tender 3

This is a conforming tender and complies with the specification.

The proposal is for a single gable over two spans with a raised central ridge line for ventilation and light.

The tender sum is the second lowest.

This is a conforming tender and complies with the specification.

The tenderer is experienced in this type of project and scores well in other areas of the evaluation.

Clarification on prices and specification was sought and provided.

The evaluation rated this tender as No. 2.

9.7.2 Contract No. 13/14-11
Euroa Saleyards Roof (cont.)

Tender 4

This is a conforming tender and complies with the specification.

The proposal is for a single span portal frame structure with a raised central ridge line.

Clarification on prices and specification was sought and provided.

The evaluation rated this tender as No. 4.

Alternative Options

The evaluation panel providing advice in relation to this report has considered potential alternative courses of action. An alternative to provide new yards and roof adjacent to the site has been tendered previously and proved not to be cost effective. No other feasible alternatives have been identified.

Risk Management

The evaluation panel 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.

The tender sum recommended for acceptance includes a provisional sum of \$20,000 which, if not utilised during construction, would allow for expenditure to remain within budget.

Economic Implications

The author of this report considers that the recommendation will enable an expansion in the use of the facility and increase economic activity for Council and within 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.

9.7.2 Contract No. 13/14-11
Euroa Saleyards Roof (cont.)

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. Consultation regarding the design of the roof and timing of the works has been undertaken with the Euroa Saleyards Management Committee.

Conclusion

The tender evaluation indicates that the tender received from Don Newnham Engineering for the lump sum amount of \$454,274.44 excluding GST offers the best value for money and the most benefit to the community and to Council.

9.7.3 Contract No. 13/14-24
Euroa Traveller and RV Comfort Stop

Author & Department

Acting Executive Manager, Assets / Asset Services Directorate

File Reference

Contract No 13/14-24

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

Strathbogie Shire Council invited tenders for the construction of the Euroa Traveller and RV Comfort Stop to replace the existing toilets in Kirkland Avenue.

Six tenders had been received when tenders closed at 4.00pm on Tuesday 29 July 2014.

Having considered all of the evaluation criteria, it is recommended that Council accept the lowest tender, which is from BG & JK Douglas Builders for a total lump sum amount of \$360,053.00 excluding GST.

RECOMMENDATION

- 1. That the tender received from BG & JK Douglas Builders, of 26 Dampier Avenue Shepparton, for Contract 13/14-24 – Euroa Traveller and RV Comfort Stop, for the lump sum of \$360,053.00 excluding GST be accepted by Council.**
- 2. That the associated Confidential Attachments provided to Councillors for their consideration be noted.**
- 3. That the unsuccessful tenderers be advised.**

97/14 CRS FURLANETTO/WILLIAMS : That the Recommendation be adopted.

CARRIED

Councillor Robin Weatherald voted against the Recommendation.

Background

Construction of the Euroa Traveller and RV Comfort Stop involves replacing the existing toilet at Seven Creeks Park in Kirkland Avenue with a new toilet block and decking overlooking the park. It is to be sited next to the existing BBQ shelter which will be retained. The overall project also includes provision of a dump point for recreational vehicles. This tender includes only the works required to construct the new toilet facilities.

The project is a joint initiative of Strathbogie Shire Council and Regional Development Victoria, Putting Locals First Program.

9.7.3 Contract No. 13/14-24
Euroa Traveller and RV Comfort Stop (cont.)

The project budget is \$400,000 which comprises funding of \$300,000 from Regional Development Victoria and \$100,000 from Council.

Tenders were invited by advertising on Council's website and in the following newspapers:

- The Age
- Shepparton News
- Euroa Gazette
- Benalla Ensign
- Seymour Telegraph

By close of tenders at 4.00pm on Tuesday 29 July, 2014, a total of six tenders had been received.

Tenders were assessed by an evaluation panel of Strathbogie Shire Council staff members comprising:

1. Mr Corey Martin, Technical Officer - Building Assets
2. Mr Val Salakowski, Assets Officer
3. Mr Bruce Braines, Acting Executive Manager Assets

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

Tenders were evaluated against the following criteria:

- Price
- Compliance with Specification
- Quality Systems
- Track Record
- Skills & Resources

A full tender evaluation was applied to the six tenders.

The tenders were assessed as follows:

Tender 1 – BG & JK Douglas Builders (\$360,053.00)

This is a conforming tender and complies with the specification.

The tenderer is a Shepparton based company with commercial registration and has previously completed similar projects for Council as well as for the City of Greater Shepparton and the Shire of Campaspe.

It is considered that the tenderer has appropriate systems and resources available to complete the contract successfully.

9.7.3 Contract No. 13/14-24
Euroa Traveller and RV Comfort Stop (cont.)

Clarification on prices was sought and provided.

The evaluation rated this tender as No. 1.

It is also the lowest tender and is the preferred tender considering value for money.

Tender 2

This is a conforming tender and complies with the specification.

The tender sum is above the budget of \$400,000.

The evaluation rated this tender as No. 3.

Tender 3

This is a conforming tender and complies with the specification, but is above the budget.

The tenderer has good systems, skills and experience.

The evaluation rated this tender as No. 2.

Tender 4

This is a conforming tender and complies with the specification, but is well above the budget.

The evaluation rated this tender as No. 4.

Tender 5

This is a conforming tender and complies with the specification, but is well above the budget.

The evaluation rated this tender as No. 5.

Tender 6

This is a conforming tender and complies with the specification, but is well above the budget.

The evaluation rated this tender as No. 6.

Alternative Options

The evaluation panel providing advice in relation to this report has considered potential alternative courses of action. No other feasible alternatives have been identified.



9.7.3 Contract No. 13/14-24
Euroa Traveller and RV Comfort Stop (cont.)

Risk Management

The evaluation panel 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 will enable an expansion in the use of the facility and increase economic activity for Council and within 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.

Conclusion

The tender evaluation indicates that the tender received from BG & JK Douglas Builders for the lump sum amount of \$360,053.00 excluding GST offers the best value for money and the most benefit to the community and to Council.

9.7.4 Contract No. 13/14-20
Nagambie Subdivision ~ Carrick Crescent

Author & Department

Projects and Contracts Co-Ordinator / Projects and Works Department

File Reference

Contract No 13/14-20

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

Strathbogie Shire Council invited tenders for its 2014/2015 construction of Nagambie Subdivision Carrick Crescent development. Eight companies submitted tenders for the project when the tenders closed on Friday 1st August 2014.

Council Officers have evaluated the tenders and the results tabulated as 'Table 1' in the Confidential Report to Councillors. Giving consideration to the evaluation criteria listed in this table, officers are recommending that Council accept the tender submitted by Wrights Earthmoving Pty Ltd.

RECOMMENDATION

1. That Council accept the tender received from Wrights Earthmoving Pty Ltd of 75 Paynes Road, Kilmore, Victoria for Contract 13/14-20 – Nagambie Subdivision Carrick Crescent, for the amount of \$220,366.00 excluding GST.
2. That the associated Confidential Attachments provided to Councillors for their consideration be noted.
3. That the unsuccessful tenderers be advised.

98/14 **CRS WEATHERALD/WILLIAMS** : *That the Recommendation be adopted.*

CARRIED

Background

Tenders were invited from suitably qualified and experienced organizations to undertake Contract 13/14-20 – Construction of Nagambie Subdivision Carrick Crescent. This involves constructing earthworks, drainage, pathways, driveways, road pavement, some kerb and service modifications.

Council advertised the tender in the following newspapers:

- The Age
- Shepparton News
- Euroa Gazette
- Benalla Ensign
- Nagambie voice
- Seymour Telegraph



9.7.4 Contract No. 13/14-20
Naqambie Subdivision ~ Carrick Crescent (cont.)

Council issued a total of seventeen (17) tender documents to prospective contractors for the contract.

Tenders closed at 4.00pm on Friday 1st August 2014 and were opened on the same day. Eight companies submitted tenders.

All tenders submitted were evaluated by a panel consisting of the following Strathbogie Shire Council staff members:

1. Mr Bruce Braines, Acting Executive Manager Assets
2. Mr Daniel Haysom, Infrastructure Development Engineer
3. Ms Mary Townsend, Projects and Contracts Coordinator

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

Tenders were progressively assessed and evaluated against the following criteria and weightings:

- Pricing (50%)
- Compliance with specification (10%)
- OHS / Environmental (10%)
- Experience & Management Contracts (15%)
- Delivery Capability (5%)
- Social-Employment retention (10%)

The following is a summary of the evaluation of the tenders received:

Tender 1 – Wrights Earthmoving Pty Ltd

Their tender price of \$220,366.00 excluding GST is the lowest of the prices submitted. This includes the best value road pavement provisional items of 50mm gravel removal and 50mm Asphalt surfacing.

The rates within this tender were very competitive. It is noted that Wrights Earthmoving PL have sourced local suppliers where possible. Their experience whilst not typically subdivisions, did cover much of the related areas of works, such as pavements, earthworks, concrete paths, kerb and drainage, and we saw this as adequate. The tenderer also recently complied with Vicroads prequalification in the areas of quality, OH&S, Environmental Management System (EMS). The overall evaluation ranked this tender at #1, providing the best value for money and is deemed to be the preferred tender.

9.7.4 Contract No. 13/14-20
Nagambie Subdivision ~ Carrick Crescent (cont.)

Tender 2

The company's tender price was numerically checked, however an error in the amount of \$20 has occurred. We note this as insignificant in the scheme of the evaluation. The tenderer was stronger in their previous experience, but their price was slightly higher. The overall evaluation ranked this tender at #2.

Tender 3

This tender was the 3rd lowest of the prices submitted. The tenderer's experience was not strong in subdivisions and their pricing was not as competitive. The overall evaluation ranked this tender at #3.

Tender 4

The tender prices were higher compared to other tenders. Quality, OHS & Environmental document submissions were good, however they did not supply Schedule 1A Rates for Variation. Their experience was strong in subdivision works, but prices were also higher. This tender was ranked as #4.

Tender 5

This tender was submitted with most of the system documentation. Their previous works was similarly related. However pricing is higher than some, reducing its value for money. This tender was ranked as #5.

Tender 6

This tenderer had a good submission of documentation, good experience, but did not mostly employ locals / suppliers. The price was also less competitive. This tender was ranked as #6.

Tender 7

The price was significantly higher than the nearest tender, by some \$90,000. Documentation, experience and skills were all quite good, but the high price made it not competitive. This tender ranked as #7.

Tender 8

Limited documentation was provided, some 6 schedules were not submitted, which was inadequate for good evaluation. This tender was ranked as #8. The higher price also made in not competitive.

Alternative Options

The author has considered the two options designed for the road pavement, which has been priced in the Provisional Sums.

- Alternative one - to provide a 50mm asphalt, including 50mm excavation, on top of existing pavement; OR
- Alternative two - to excavate the existing pavement 130mm and replace with 100mm gravel and 30mm asphalt.

Alternative one with the 50mm asphalt wear course is recommended.

9.7.4 Contract No. 13/14-20
Nagambie Subdivision ~ Carrick Crescent (cont.)

The author, having considered this information, regards the recommendation as providing the best value for money, most benefit to the community and the greatest advantage to Council.

Risk Management

This is a low risk location during construction, as no access is needed beyond or through the subdivision. However the nearby Kindergarten is to be considered in the peak access periods to minimise risks with parked and moving vehicles and pedestrians.

Appropriate temporary traffic management measures need to be taken during construction.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is in line with the Council Plan Objective to *"Provide well maintained, affordable and appropriate infrastructure"* and is consistent with Council Policies and key strategic documents.

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 Trade Practices Act requirements.

Financial / Budgetary Implications

The project is within the constraints of the 14-15 Financial year Budget allowance of \$300,000, along with other included works.

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.



9.7.4 Contract No. 13/14-20
Nagambie Subdivision ~ Carrick Crescent (cont.)

Attachments

Nil

Conclusion

Based on the criteria of the evaluation, the tender received from Wrights Earthmoving Pty Ltd, for the amount of \$220,366.00 plus GST is regarded as providing the best value for money, the most benefit to the community and the greatest advantage to Council.

Therefore, it is recommended that this tender be accepted by Council.

10

9.7.5 NBN Co. Longwood - Section 17D Lease

Author / Department

Director, Asset Services / Asset Services 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

This report brings forward for re-consideration a leasing agreement prepared by the NBN co in consultation with the department of Community & Primary Industry (DEPI), in relation to use of part of the Longwood Recreation Ground for a National Broadband tower (telco facility)

RECOMMENDATION

- 1. That Council enter into the leasing agreement with the NBN Co for the purpose of a telco facility.**
- 2. That the leasing agreement be signed and affixed with the Common Seal of Strathbogie Shire Council.**
- 3. That NBN be provided with a copy of Council's Meeting Procedure Local Law No.1 2010 and a copy of Council's instrument of Appointment of Committee of Management for the Longwood Public Recreation Reserve dated 17 June 2014.**
- 4. That Council authorize the Chief Executive Officer to sign an Interim Construction Access agreement, if required by NBN Co.**

99/14 **CRS LITTLE/WEATHERALD** : *That the Recommendation be adopted.*

CARRIED

Background

The site plan for the facility is attached for reference.

Council has previously indicated its support for the project and resolved at its meeting of 18th February 2014 to sign and seal the lease. The resolution has not been acted upon because DEPI advised that the lease could not be approved because the proposed use was inconsistent with the reserve purpose. DEPI proposed to undertake a process of divestment of the reserve and reappointment of Council as manager to overcome the problem, all of which was agreed by council. Council has been reappointed on 17th June 2014 (refer attached instrument of appointment).

Council can now exercise its power under the crown land (Reserves) Act 1978 Section 16 to grant the lease, in the expectation that it will be approved by the Governor in Council.

10

9.7.5 NBN Co. Longwood - Section 17D Lease (cont.)

It can be expected that once Council resolves to grant the lease, NBN Co will ask for early access to commence construction. An interim construction access agreement previously provided by NBN Co is attached.

The leasing agreement will be tabled at the meeting for identification purposes.

Alternative Options

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

Risk Management

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

Consultation

The matter under consideration has been directly negotiated by NBN Co. with the reserve management committee. No additional community consultation is considered to be warranted.

9.7.5 NBN Co. Longwood - Section 17D Lease (cont.)

Attachments

1. Site Plan
2. Instrument of appointment as Committee of Management
3. Interim Construction Access Agreement



G. 1/2014



**Department of
Environment and Primary Industries**

8 Nicholson Street
PO Box 500
East Melbourne Victoria 3002
Australia
Telephone: (03) 9637 4000
Facsimile: (03) 9637 8100
DX 210098

COMMITTEE OF MANAGEMENT

LONGWOOD PUBLIC RECREATION RESERVE

Under section 14(2) of the *Crown Land (Reserves) Act 1978* I hereby appoint, on behalf of the Minister for Environment and Climate Change, the Shire of Strathbogie as the committee of management of Crown Allotment 8, Section 10, Township of Longwood, Parish of Monca South temporarily reserved for Public recreation by Order in Council of 19 March, 1985 and published in the Government Gazette of 27 March, 1985 - page 813.

File Ref: Rs 03154 (0802610)

APPROVED	
BY DELEGATION OF THE MINISTER FOR ENVIRONMENT AND CLIMATE CHANGE	
DATE:	17 JUN, 2014
SCHEDULE:	C.14/2014

Peter Beaumont
Executive Director, Land Management Policy
(As delegate of the Minister for Environment and Climate Change)



[Handwritten mark]

Interim Construction Access Agreement

Site Address: 2A Down Street, Longwood, Vic, 3665 described in Lot on Plan ("Crown Allotment 8 Section 10 Township of Longwood Parish of Monea South")

Committee of Management: (Strathbogie Shire Council)

Lessee: NBN Co Limited (ACN 136 533 741) ("NBN Co")

The CoM and NBN Co agree that:

1. NBN Co. is authorised to access the Land from 21 February 2014 ("Early Access Date") to commence construction, operation and maintenance of the telecommunications facility in accordance with the terms and conditions of the section 17D lease annexed to this agreement ("Lease");
2. In consideration for the CoM granting early access under this agreement, NBN Co. will pay the CoM \$1 on demand by the CoM;
3. The CoM and NBN Co. must promptly sign the Lease and the CoM must take all necessary steps to procure the Department of Environment and Primary Industries ("DEPI") to execute the Lease without delay;
4. The CoM and NBN Co. will be bound by the same terms of the Lease from the Early Access Date until the date the Lease is executed by NBN Co., the CoM and DEPI;
5. The executed Lease will supersede this Agreement once the Lease is executed by NBN Co., the CoM and DEPI; and
6. This agreement will terminate upon execution of the Lease.

Signed as an agreement

Committee of Management Representative

Name

Signature

Date:

Authority of Party (Landowner, Director)

SIGNED, SEALED AND DELIVERED for and on behalf of **NBN CO LIMITED (ACN 136 533 741)**
by its attorneys under a power of attorney dated 21 March 2013 in the presence of:

Signature of attorney who declares that the
attorney has not received any notice of the
revocation of the power of attorney

Signature of attorney who declares that the
attorney has not received any notice of the
revocation of the power of attorney

Full name of attorney

Full name of attorney

Position of attorney

Position of attorney

Signature of witness

Signature of witness

Full name of witness

Full name of witness



9.7.6 Council Community Grants Program 2014-2015 and William Pearson Bequest 2014-2015

Author & Department

Community Development Officer – Community Planning

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 has approved \$50,500 in the 2014-2015 budget for the Community Grants Program. There is an additional \$2,500 for the William Pearson Bequest. This report is to advise Council of the Applications received. Applications have been received and assessed and are now ready for Council allocations.

RECOMMENDATION

For Decision.

CRS FURLANETTO/WILLIAMS –

That Council adopts the detailed listing, as per the following application allocations.

100/14

ON BEING PUT, THE MOTION WAS CARRIED

Background

The Community Grants Program is designed to ensure that the community has support in to bring about long term sustainable activities, projects and improvements in community assets/livability.

Community Grants Program

In deciding which applications should be supported, Council based its decision on:

- Demonstrated benefits to the community by addressing at least two of the grant program funding priorities
- Whether the groups were comprised predominantly of residents of the Shire of Strathbogie.
- Groups that have open membership, within the context of the particular group, to residents in the Shire of Strathbogie.
- The financial needs of a particular group.
- The ability of a group to self fund (based on financial evidence).
- Whether the application included all required signatures and attached documentation.

9.7.6 Council Community Grants Program 2014-2015 and William Pearson Bequest 2014-2015 (cont.)

- Whether the group acquitted and spent their funding within the required time frame in the past.

The 2014-2015 program comprised one round and closed on Friday 4 July 2014 with all projects to be acquitted by the 31 May 2015.

The total amount of Community Matching Grants applied for was \$52,596 and \$11,000 for Events. Under Council's Grant Giving Framework the funding has been allocated accordingly:

Community Matching Grants: \$35,500 – (\$52,596 requested)
 Event Grants: \$8,000 (\$11,000 requested)
 William Pearson Bequest: \$2,500
 Quick Response Grants: \$6,000 on-going all year
 Streets of Initiative and Under 18s Grants: \$500 on-going all year

The following summary includes all Applications received under the Community Matching Grants Program which includes categories of Minor Capital Works, Minor Capital Purchases and Arts and Cultural Projects.

Applicant	Project Summary	Amount Requested	Amount Allocated
Longwood Community Centre Committee	Repair and upgrade the existing walking tracks and the road beside the greyhound coursing track at the Longwood Community Centre.	\$5,000	\$5,000
BEE	The Business Brand Builder Program (Streetlife grant program). Seed funding for Business Branding and Visual Merchandising project for Euroa businesses.	\$2,500	\$2,000
Tablelands Community Centre	Blockout blinds for community education and events.	\$2,946	\$2,000
Strathbogie Golf Club	Create a clearly designated parking area and concrete paths to the clubhouse and starting areas.	\$3,275	\$3,000
University of the Third Age (U3A) Euroa and District	Publish a booklet on the local history of the aboriginal cultural activities in the Strathbogie Ranges prior to white settlement.	\$1,400	\$1,000

9.7.6 Council Community Grants Program 2014-2015 and William Pearson Bequest 2014-2015 (cont.)

Applicant	Project Summary	Amount Requested	Amount Allocated
Euroa Kindergarten	Reception tables, noticeboard and shelving to be purchased and installed.	\$4,000	\$2,000
Nagambie Senior Citizens	Attach a scooter shelter to the front of the Senior's Hall.	\$4,115	\$2,000
Euroa Girl Guides	Replace damaged and dangerous flooring coverings.	\$1,000	\$1,000
Strathbogie Recreation Reserve Committee of Management	Installation of a commercial dishwasher in the Strathbogie Recreational Reserve Pavilion.	\$2,050	\$2,000
Euroa Golf Club	Stage 2 of kitchen fitout – replace benches and cabinets including bench tops on the server, tiling and painting, replacing floor coverings and blinds in the kitchen.	\$5,000	<i>Nil</i>
Euroa Pony Club	To provide an enclosed area for members to be able to ride, lunge and play games that is safe and where younger members of the club can ride in an enclosed area.	\$2,000	\$2,000
Nagambie and District Historical Society	Repainting and repairing Nagambie Historical Society building and upgrade disability access to the building.	\$4,000	\$2,000
Moglonemby Community Hall Committee	To improve the current toilet facility for hygiene/cleaning purposes; and to add a disabled toilet.	\$5,000	\$3,000
Euroa Historical Society	Connect electricity and lighting to old police stables and machinery shed. Repair sidings, flooring, steps/ramp and roof of stables.	\$2,310	\$2,000
Former Nagambie Presbytery Restoration Working Group	Install reverse cycle/split system air conditioner units.	\$5,000	<i>Nil</i>

9.7.6 Council Community Grants Program 2014-2015 and William Pearson Bequest 2014-2015 (cont.)

Applicant	Project Summary	Amount Requested	Amount Allocated
Nagambie Lions Club International	Container to house equipment	Withdrawn	N/A
TOTAL REQUESTED		\$52,596	
ALLOCATION AVAILABLE		\$35,500	
TOTAL ALLOCATIONS APPROVED			\$29,000

The following summary includes all Applications received under the Community Grants – Events.

Applicant	Project Summary	Amount Requested	Amount Allocated
Euroa Third Age Club	Luncheon for members and guests to celebrate 50 years since opening the hall in 1964.	\$3,000	<i>Nil</i>
Violet Town RSL Sub Branch	Centenary of ANZAC, Book launch, military parade, Freedom of Entry ceremony and Plaque unveiling.	\$3,000	\$3,000
Ruffy Artfest	Biannual three day display and sale of quality art works from across Victoria	\$2,000	\$2,000
Euroa Citizen's Band Inc	Carols by Candlelight – Euroa	\$1,000	<i>Nil</i>
Euroa Wool Week	Community festival celebrating Euroa's history with the wool industry incorporating a Spring theme	\$2,000	<i>Nil</i>
TOTAL REQUESTED		\$11,000	
ALLOCATION AVAILABLE		\$8,000	
TOTAL ALLOCATIONS APPROVED			\$5,000

9.7.5 Council Community Grants Program 2014-2015 and William Pearson Bequest 2014-2015 (cont.)

William Pearson Bequest

One Application was received under this Program:

Applicant	Project	Amount Requested	Amount Allocated
Euroa Citizen's Band	Maintain the Euroa Citizen's Band	\$2,500	\$2,500
TOTAL ALLOCATIONS APPROVED			\$2,500

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action.

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. The allocation of funding is consistent with the Grant Giving Framework.

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 2010 requirements.

Financial / Budgetary Implications

The allocation of Community Grants and William Pearson Bequest is in line with the Council's 2014-2015 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 2014-2015 Community Grants along with the William Pearson Bequest continue to provide significant financial support to the 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.

9.7.5 Council Community Grants Program 2014-2015 and William Pearson Bequest 2014-2015 (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

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

Attachments

Nil

0

9.7.7 Business Management System

The August 2014 Business Management System Report includes reports as follows:-

- Building Department – July 2014 Statistics
- Planning Department – Planning Permit Activity Monthly Responsible Authority Report – June 2014
- Confirm Customer Enquiry Flow – Report for July 2014
- Actioning of Council Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 30 June 2014
- Review of Council Policies – July / August 2014
- Record of Assemblies of Councillors
- Record of Meetings of Section 86 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

- 1. That the report be noted.**
- 2. That the associated Business Management System Confidential Records of Assemblies of Councillors, provided to Councillors for their information, be noted.**

101/14 CRS FURLANETTO/WILLIAMS : That the Recommendation be adopted.

CARRIED

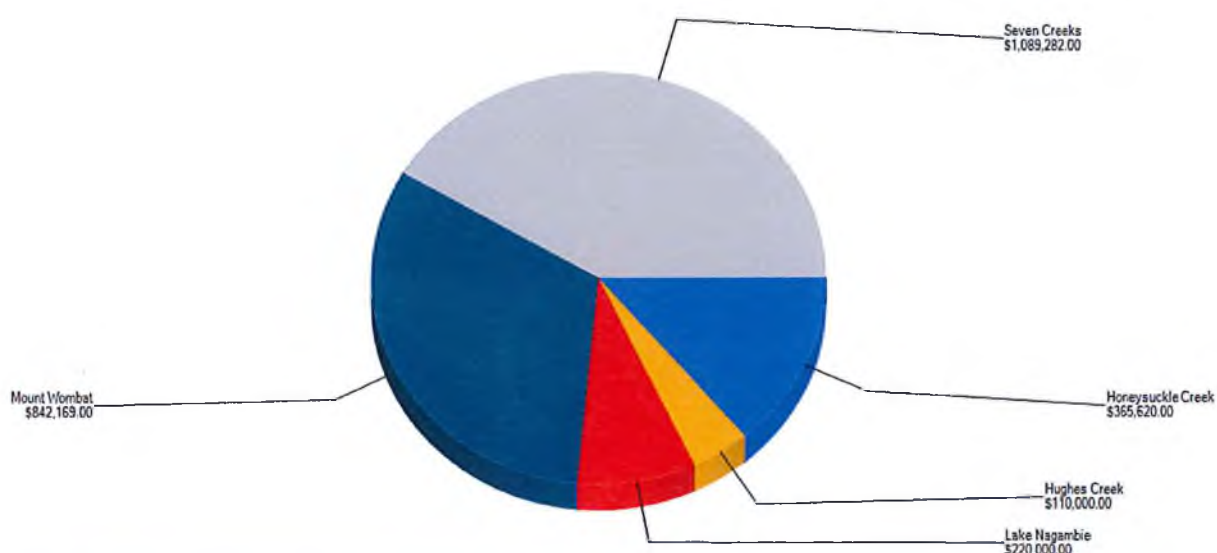
BUILDING APPROVALS

JULY 2014

The value of Building approvals within the Shire of Strathbogie for the month of July totaled **\$2,627,071**.

Expenditure involved largely works in the domestic sector with the majority of permits issued for dwellings and domestic sheds, 19 permits have been issued for the month.

Charts illustrating the distribution of building permit expenditure for July 2014 over the five Wards within the Shire.



Application Categories	Use Of Building	Town	Cost Of Works	Ward
Construction of	Dwelling & Garage	Violet Town	\$278,740.00	Honeysuckle Creek
Re-erection of	Dwelling	Baddaginnie	\$32,680.00	Honeysuckle Creek
Re-erection of	Dwelling	Baddaginnie	\$54,200.00	Honeysuckle Creek
Construction of	Dwelling & Shed	Avenel	\$110,000.00	Hughes Creek
Construction of	Garage	Nagambie	\$6,000.00	Lake Nagambie
Construction of	Shed	Tabilk	\$4,000.00	Lake Nagambie
Alteration to	Kitchen	Nagambie	\$210,000.00	Lake Nagambie
Construction of	Shed	Longwood East	\$10,609.00	Mount Wombat
Construction of	Indoor Equestrian Centre	Creightons Creek	\$376,000.00	Mount Wombat
Alterations & Additions to	Dwelling	Gooram	\$51,560.00	Mount Wombat
Construction of	Dwelling and Garage	Creightons Creek	\$390,000.00	Mount Wombat
Construction of	Workshop & Art Studio	Boho South	\$14,000.00	Mount Wombat
Construction of	Shed	Euroa	\$17,901.00	Seven Creeks
Construction of	Garage & Verandah	Euroa	\$15,000.00	Seven Creeks
Construction of	Carport & Verandah	Euroa	\$7,900.00	Seven Creeks
Extension to	existing building	Euroa	\$11,250.00	Seven Creeks
Construction of	Dwelling & Garage	Euroa	\$265,954.00	Seven Creeks
Construction of	Dwelling & Garage	Euroa	\$231,419.00	Seven Creeks
Construction of	Swimming Pool	Euroa	\$6,500.00	Seven Creeks
Demolition of	Dwelling	Euroa	\$10,000.00	Seven Creeks
Construction of	Dwelling & Garage	Euroa	\$233,471.00	Seven Creeks
Construction of	Dwelling & Carport	Euroa	\$289,887.00	Seven Creeks

PLANNING PERMIT ACTIVITY REPORTING SYSTEM
MONTHLY RESPONSIBLE AUTHORITY REPORT - JUNE 2014

Planning Permit Activity Monthly Report

Select Year/Month: 2014 June

To print this page, click [here](#)

Strathbogie Shire Council - June 2014

The following is a summary of the planning permit activity for which the [Strathbogie Shire Council](#) was the Responsible Authority.

The figures shown below are correct as at the generated date of this Report. The hyperlinked figures will search for the relevant current data in the Planning Permit Activity Reporting System (PPARS) and can only be accessed by registered Council users.

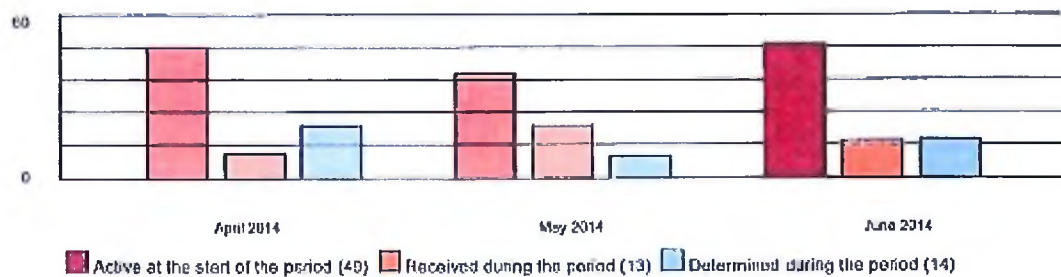
Click on the  icon for further information about how these figures are calculated.

For further information about any of these figures, please contact the relevant [Responsible Authority](#).

Application activity

	This Month	Last Month	% Change	Financial Year to Date	Same Time Last Financial Year	Rural Average
Total applications received	13	19	-32%	149	185	20
New permit applications	13 [100%]	17 [89%]	-24%	147 [99%]	169 [91%]	22
Amended permit applications	0	2 [11%]	NA	2 [1%]	10 [5%]	4
Combined applications	0	0	NA	0	0	0
Total responsible authority outcomes	14	9	75%	167	170	26
Notices of Decision to issue permit (includes amended permits)	13 [93%]	9 [100%]	62%	140 [84%]	153 [80%]	24
Refusal	0	0	NA	2 [2%]	5 [3%]	0
Withdrawn, not required, lapsed	1 [7%]	0	NA	7 [4%]	12 [7%]	2

Applications received and decided



Performance figures

	This Month	Last Month	Financial Year to Date	Rural Average	SMR Average
Applications with:					
Public notice	4	5	82	19	6
Further information	5	2	66	18	5
Referrals	4	5	112	22	6
Submissions	3	3	25	28	1
Financial					
Total value of fees for applications received	\$3,885	\$8,134	\$55,338	\$10,841	\$4,987
Average fee per application received	\$307	\$428	\$371	\$410	\$366
Total estimated cost of works for permits issued	\$1,689,262	\$45,000	\$19,014,060	\$4,262,042	\$2,215,613
Average cost of works per permit issued	\$129,943	\$5,625	\$135,815	\$180,120	\$174,753
Processing times					
Average gross days to Responsible Authority determination	69	162	150	114	109
Median processing days to Responsible Authority determination	75	120	102	62	58
Completed within sixty days	71%	50%	60%	74%	75%

Reviews at the Victorian Civil and Administrative Tribunal

Currently under review: 0

	This Month	Last Month	% Change	Financial Year to Date	Same Time Last Financial Year
Total determinations	0	0	NA	0	0
Processing times					
Average gross days to determination	0	0	NA	0	0
Median processing days to determination	0	0	NA	0	0

Outcomes for Permits Issued

Application categories for permits issued

Note that permits may have more than one category

	This Month	Last Month	Financial Year to Date	Same Time Last Financial Year
Change or extension of use	4	2	25	10
Alterations to a building, structure or dwelling	1	0	0	2
Extension to an existing dwelling or structure associated with a dwelling	4	0	12	15
Extension to an existing building or structure (other than a dwelling)	1	0	2	3
One or more new buildings	4	1	36	20
Single dwelling	0	0	24	40
Multi-dwelling	2	0	6	3
Other buildings and works (including septic tanks, dams, earthworks)	1	0	6	22
Demolition	0	0	0	0
Native vegetation removal	0	2	5	2
Other vegetation removal	0	0	0	0
Consolidation	0	0	1	0
Subdivision of land	2	2	34	33
Subdivision of buildings	0	0	0	0
Subdivision - Change to easement and/or restrictions	0	1	2	1
Subdivision - Removal of covenant	0	0	0	0
Subdivision - Realignment of boundary	0	1	3	0
Liquor license	1	0	1	1
Signage	0	0	0	0
Telecommunications facility	0	0	1	2
Other	0	0	2	2

Dwellings

The net number of additional dwellings approved is 4.

Change of Land Use

The following table displays the proposed land uses for issued permits (new and combined) where there was a change in land use.

	This Month	Last Month	Financial Year to Date	Same Time Last Financial Year
Agriculture	0	0	0	5
Food and drink premises	0	0	0	0
Industry and warehouse	0	0	2	2
Leisure and recreation	0	0	0	1
Office	0	0	0	0
Place of assembly	0	0	0	1
Residential / Accommodation	3	1	29	36
Retail premises	0	1	1	1
Vacant	0	0	0	0
Child care	0	0	0	0
Education centre	0	0	0	0
Mineral extraction	0	0	0	0
Pleasure boat facility	0	0	0	1
Transport terminals	0	0	0	0
Utility installation	0	0	1	3
Mixed use	0	0	1	0
Other	0	0	2	6

**CONFIRM CUSTOMER ENQUIRY FLOW
- REPORT FOR JULY 2014**

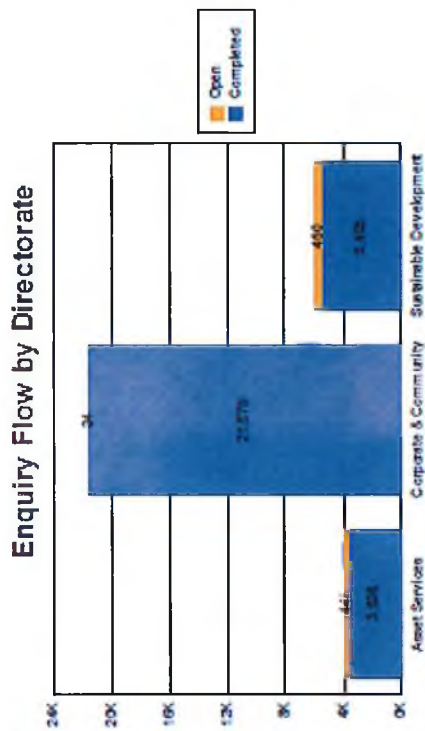
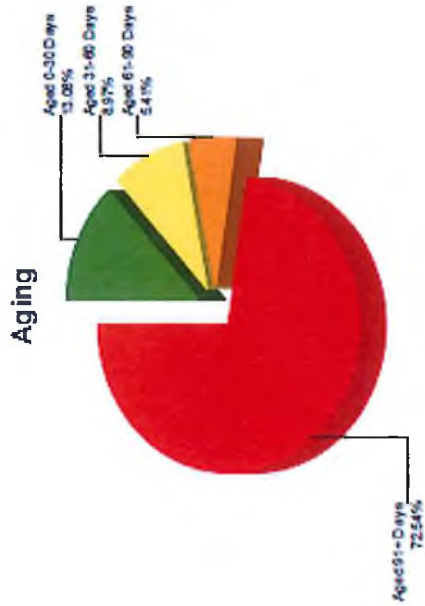
Customer Enquiry Flow

July 2014

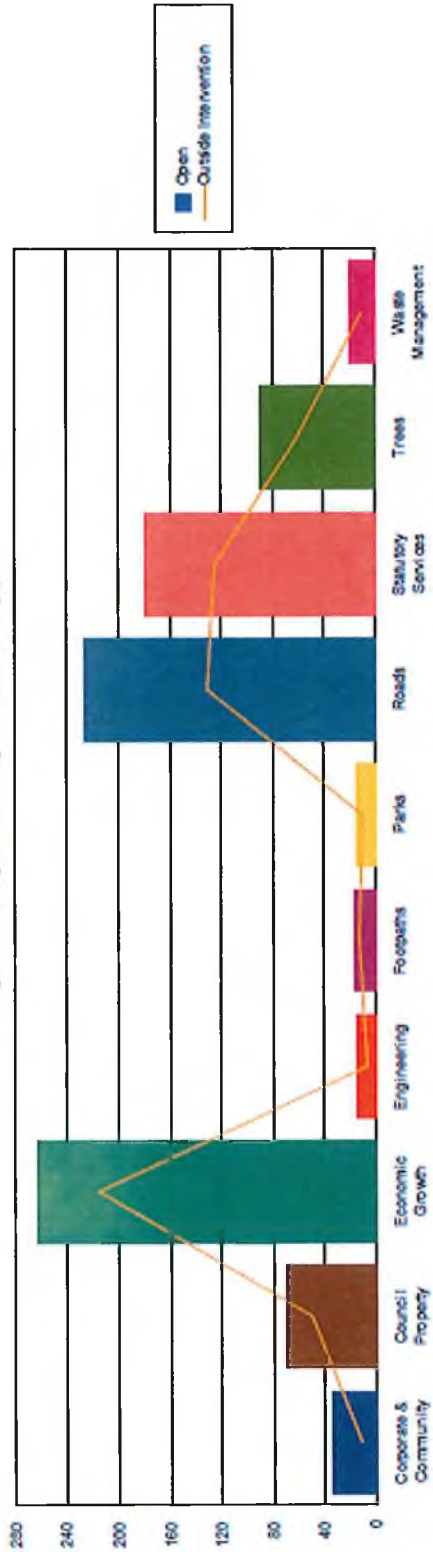


Service Type	Logged		Open July	Logged		Open 2014-2015	Open		Aged 0-30	Aged 31-60	Aged 61-90	Aged 91+	Open Outside Intervention
	Total	2014-2015		July	2014-2015		2014-2015						
Corporate & Community	21,604	34	16	1,846	16	18	17	11	0	0	18	11	
Council Property	671	69	18	27	18	18	17	11	4	4	37	50	
Economic Growth	2,508	264	5	31	5	5	5	16	6	6	237	215	
Engineering	181	15	0	6	0	0	0	1	1	3	11	6	
Footpaths	83	16	1	1	1	1	1	4	3	3	8	12	
Parks	124	15	1	1	1	1	1	2	3	3	9	10	
Roads	2,275	225	40	110	40	40	39	29	11	11	146	130	
Statutory Services	2,865	179	30	99	30	30	30	11	11	11	127	124	
Trees	563	90	9	14	9	9	9	7	8	8	66	60	
Waste Management	563	18	3	17	3	3	3	2	1	1	12	10	
	31,437	925	123	2,152	123	123	121	83	50	50	671	628	

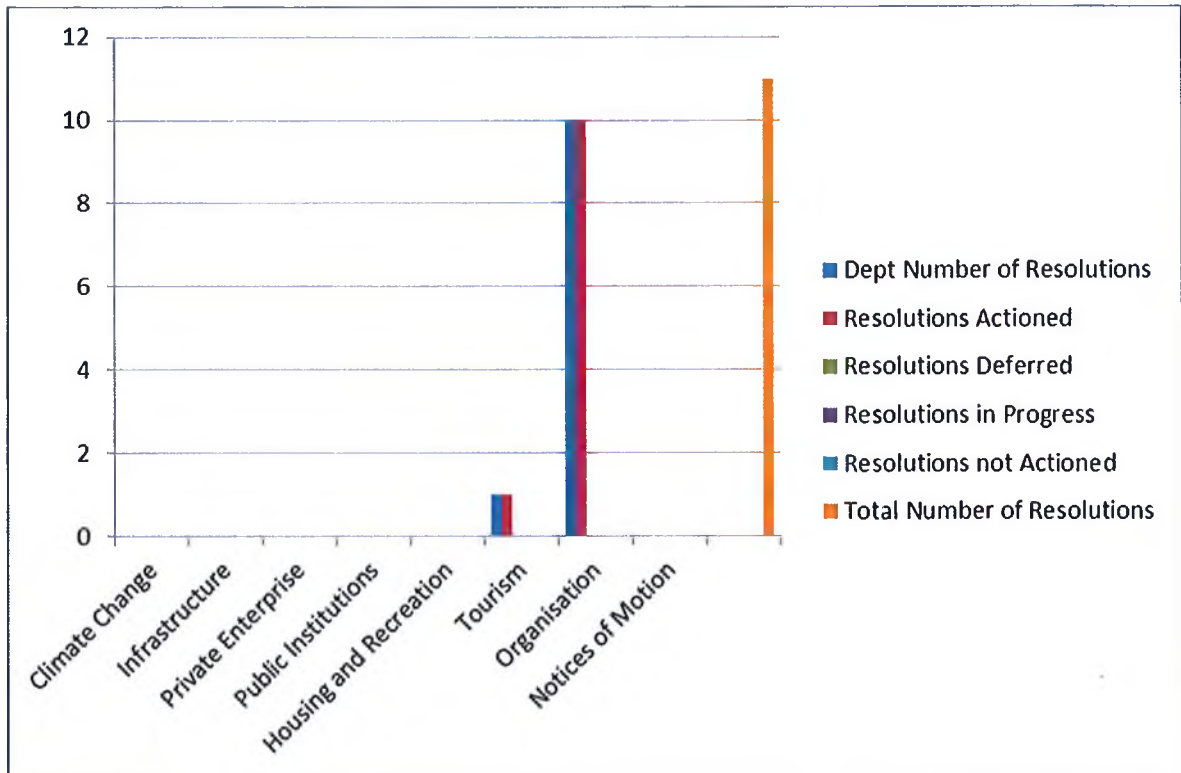
Corporate & Community	Economic Growth	Engineering	Footpaths	Parks	Roads	Statutory Services	Waste Management
Council Property Council Property Pest Control Public Art Public Lighting Salesyards Sign	Economic Growth Events Planning Sub Divisions	Engineering Engineering	Footpaths Footpaths Furniture Road/Street/Footpaths	Parks Park/Riserva Playground State Forest/National Park	Roads Bridges Drainage Emergency Call Out Nursery Roads Traffic Lights	Statutory Services Building Animals - Domestic Animals - Other Environment Protection Environmental Health Fire Grants Incident Intelligence Review Local Laws	Waste Management Waste Mngmt & Recycling



Open Requests by ServiceType



ACTIONING OF COUNCIL RESOLUTIONS
COUNCIL MEETING – 15 JULY 2014



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**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
31 JULY 2014**

This Report is to advise the Senior 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>There are no report resolutions with outstanding actions yet to be finalised</i>		

**REVIEW OF EXISTING COUNCIL POLICIES
AND ADOPTION OF NEW POLICIES**

Period of Review	Policy Name	Policy Number	Outcome
<i>There were no new Policies prepared or Policy reviews in the July / August period</i>			



RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 4 July to 7 August 2014

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 8 July 2014

Time: 12.00 noon – 5.45 p.m.

Attendees:

Councillors

Debra Swan
Colleen Furlanetto
Malcolm Little
Alister Purbrick
Patrick Storer
Graeme Williams
Robin Weatherald

Officer/s

Chief Executive Officer
Director, Asset Services

Apologies

Director, Corporate and Community
Director, Sustainable Development

9.00 a.m. (Nagambie)

Funding announcement by the Hon. Peter Ryan – \$500,000 Regional Growth Fund grant
Nagambie Main Street Stage 1 Redevelopment

12.00 noon (Euroa)

Matters discussed:

Declarations of Interest

2. Budget Discussions – Councillors only (lunch provided)
3. Senior Sergeant Joel Hughes (Euroa Police) – briefing on crime in Shire
4. Assembly of Councillors
 - 4.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 4.2 Councillors Meetings Attendances
 - 4.3 Items requested by Councillors for the following months' workshop
 - 4.4 No Pokies for Euroa (Mayor to provide update on dialogue with group, proposed meeting, etc.)
 - 4.5 North East Thoroughbreds – request for Council Sponsorship of Awards evening
 - 4.6 Longwood Community Centre – request for increased maintenance payment
 - 4.7 Cultural Planning in Local Government in Victoria Information Session
 - 4.8 Business Awards Complimentary Tickets
 - 4.9 Moglonemby Hall Ambulant Toilet

- 4.10 Euroa Third Age Club - new accessible toilet
- 4.11 Australian Government Bridges Renewal Program
- 4.12 Cr Furlanetto
Withdrawal of request for support for Local Government Diploma costs
- 4.13 Cr Furlanetto
Inaugural Care Cup – Euroa vs Echuca
- 4.14 Cr Furlanetto
Victorian Local Governance Association Delegate report
- 5. Budget Discussions – Councillors / EMT
- 6. Special Council Meeting
- Formal consideration of 2014/2015 Budget

Declaration of Interest/s / Direct or Indirect

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 15 July 2014
Time: 3.00 p.m. – 7.00 p.m.

Attendees:

Councillors

Debra Swan
Colleen Furlanetto
Malcolm Little
Alister Purbrick
Patrick Storer
Graeme Williams

Officer/s

Chief Executive Officer
Director, Asset Services
Director, Corporate and Community
Director, Sustainable Development

Apologies

Councillor Robin Weatherald

1.00 p.m. (Violet Town)

Funding announcement by the Hon. Tim Bull – \$300,000 Living Libraries grant for Violet Town Library

3.00 p.m. (Euroa)

Matters discussed:

Declarations of Interest

1. Agenda Review
2. Confidential Discussions
3. Assembly of Councillors
 - 3.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 3.2 Councillors Meetings Attendances
 - 3.3 Items requested by Councillors for the following months' workshop
 - 3.4 MAV Home and Community Care (HACC) Forum - address by Minister for Health and Ageing, The Hon. David Davis, MLC
 - 3.5 Enforcement of Council Permit ~ ABI Group
 - 3.6 Fancourt Street, Euroa – Drain Issue
 - 3.7 Euroa Jumping Classic – request for Council sponsorship
 - 3.8 Dump Points / Planning Processes
 - 3.9 Planning Application for Dog Facility in Nagambie
 - 3.10 Proposed donation from sale of property
4. Council Meeting

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
4 – Item No. 9.2.3	Cr Storer	Yes

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 22 July 2014
Time: 1.00 p.m. – 7.00 p.m.

Attendees:

Councillors

Debra Swan
Colleen Furlanetto (left meetings at 2.00 p.m.)
Malcolm Little
Alister Purbrick (attended meetings at 1.50 p.m.)
Patrick Storer
Robin Weatherald
Graeme Williams

Officer/s

Chief Executive Officer
Director, Asset Services
Director, Corporate and Community
Director, Sustainable Development

Matters discussed:

Declarations of Interest

1. Nagambie Mining – briefing on works
2. Local Law No. 1 - Meeting Procedure ~ Workshop
3. Delivered Meals – briefing / update by Manager, Community Development
4. Assembly of Councillors
 - 3.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 4.2 Councillors Meetings Attendances
 - 4.3 Items requested by Councillors for the following months' workshop
 - 4.4 No Pokies for Euroa group – request to meet with Council on Wednesday 30 July at 4.00 p.m. (refer to email from Mayor on 17/07/12)
 - 4.5 Goulburn Weir Road ~ Goulburn-Murray Water
- Temporary Closure for Bridge Repairs
 - 4.6 MAV Rural and Regional Forum – Thursday, 21 August 2014
 - 4.7 Shire Boundary Matter – Northwood Road
 - 4.8 Euroa Third Age Club – Invitation for 2 Councillors to attend 50th Anniversary Luncheon ~ Friday 7 November 2014
 - 4.9 Euroa Croquet Club – invitation for Mayor, or representative, to attend official opening of Croquet Season – Wednesday 27 August 2014
 - 4.10 Goulburn Valley Skills Initiative – Wednesday 23 July 2014
 - 4.11 Euroa Red Cross – invitation for 2 Council representatives to attend AGM ~ Thursday 7 August 2014
 - 4.12 Confidential Discussions
 - 4.13 MH 17 Condolence Book
5. Meeting with Nagambie Lakes Tourism and Commerce (*Crs Swan, Little, Purbrick, DCC*)

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
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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 29 July 2014
Time: 12.00 noon. – 5.00 p.m.

Attendees:

Councillors

Debra Swan
Colleen Furlanetto (left meetings at 4.15 p.m.)
Malcolm Little
Alister Purbrick (attended meetings at 2.55 p.m.)
Patrick Storer
Robin Weatherald
Graeme Williams

Officer/s

Chief Executive Officer
Director, Asset Services
Director, Corporate and Community
Director, Sustainable Development

Matters discussed:

Declarations of Interest

1. Chief Executive Officer Review (Confidential Councillors Only Discussions)
2. Clare Malcolm – Labor Candidate for Electorate of Euroa
3. Honouring our Heroes Committee
4. Disability Advisory Committee
5. Meals on Wheels – Manager, Community Development
6. Assembly of Councillors
 - 6.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 6.2 Councillors Meetings Attendances
 - 6.3 Items requested by Councillors for the following months' workshop
 - 6.4 Community Engagement Training for Councillors and EMT
 - 6.5 Policy on meeting with Community Groups
 - 6.6 Euroa Saleyards Road Closure
 - 6.7 Draft letter to Community Groups – re: Planning Reforms – Gambling
 - 6.8 Euroa-Mansfield Road Drainage – between Anderson Street and Boundary Road South, Euroa
 - 6.9 Euroa Football Netball Club – request for Sponsorship for 2015 Euroa Gift
 - 6.10 Rowe Street, Euroa ~ Drainage
 - 6.11 MAV Conference - Innovation as Leadership in Local Government: How to Deliver

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
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Record of Meetings of Section 86 Committees of Council
Minutes of Meetings received in the July / August 2014 Period

Name of Committee	Date of Meeting
Creightons Creek Recreation Reserve	18/03/14
	28/04/14
Ruffy Action Group	07/05/14
Miepoll Public Hall	04/08/13
Euroa Third Age Club	24/03/14
	01/07/14
Euroa Community Action Group	26/05/14
Longwood Community Centre	24/06/14
Gooram Hall Committee	31/07/14

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10. NOTICES OF MOTION
11. CLOSURE OF MEETING TO THE PUBLIC
12. URGENT BUSINESS

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.00 P.M.

Confirmed as being a true and accurate record of the Meeting



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Chair

16-09, 2014

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Date

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