



## **STRATHBOGIE SHIRE COUNCIL**

Notice is hereby given that the Ordinary Meeting of the Strathbogie Shire Council will be held on Tuesday 16 July 2019 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

**Chair:** Amanda McClaren (Mayor) (Lake Nagambie Ward)

**Councillors:** Debra Bower (Lake Nagambie Ward)  
Malcolm Little (Hughes Creek Ward)  
John Mason (Seven Creeks Ward)  
Kate Stothers (Honeysuckle Creek Ward)  
Alistair Thomson (Mount Wombat Ward)  
Graeme (Mick) Williams (Seven Creeks Ward)

**Officers:** Phil Howard - Acting Chief Executive Officer (ACEO)  
David Roff - Group Manager, Corporate and Community (GMCC)  
Jeff Saker - Group Manager, Community Assets (GMCA)  
Emma Kubeil - Acting Group Manager, Innovation and Performance (AGMIP)

## **BUSINESS**

1. Welcome
2. Acknowledgement of Traditional Land Owners  
*'I acknowledge the Traditional Owners of the land on which we are meeting.  
I pay my respects to their Elders, past and present'*
3. Apologies
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 18 June 2019 and Special Meetings of Council held on Tuesday 25 June 2019 and Tuesday 2 July 2019
5. Disclosure of Interests
6. Petitions
7. Reports of Mayor and Councillors and Delegates

## 8. Public Question Time

Public Question Time will be conducted as per Strathbogie Shire Council's Meeting Procedure Local Law No. 1, Clause 32. A copy of the required form for completion and lodgment, and associated Procedural Guidelines, are attached for information.

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

*Response/s to Public Questions Taken on Notice at Ordinary Council meeting held on Tuesday 18 June 2019*

Question/s raised / Taken on Notice at the meeting:-

### **Council Ref: JH: 12 / 2019**

Kerb and channel

Whilst it may seem entirely desirable for our township to be completely manicured with kerb and channel to every home it may not be for everybody.

My question is in relation to the kerb and channel. I noticed a recent upgrade in Campbell Street. This upgrade may be appropriate considering the traffic in Campbell Street.

My question

Does Council have a blanket plan for all of the town to eventually have kerb and channel? Or are we going to retain our present rural image?

I believe that we can encourage more tourists if we try and keep our rural feel.

For example, a very popular beach tourist town near Queenscliff - Point Lonsdale also a well-known tourist area - doesn't have any plans for kerb and channel.

Planning opposes any future developments that will change the current charm of well vegetated verges with roads and shared walking paths.

I think we ought to plant more trees and less concrete, and retain our rural integrity for the future.

### **Response provided by DIP**

Council doesn't have a "blanket" plan for all towns to have standard kerb and channelling. All new developments via the town planning process are assessed on their merits against the planning scheme, including assessment against neighbourhood character requirements and the town structure plans contained within the planning scheme. We have had examples of residential subdivision in towns, such as Avenel, where the requirements for kerb and channelling were modelled on a "rural outcome" and thus standard construction was replaced with a more appropriate design, e.g. natural open looking drainage infrastructure and non-concrete pathways (and protected natural vegetation).

Council will be conducting a review of the structure plans (Growth Management Plans) for each major township in the near future. This will involve community consultation and feedback, and thus would be a good opportunity for you to put your ideas forward in relation to the type of infrastructure that would be appropriate, and in which areas, to keep the rural character protected and promoted.

Additional or extension of current kerb and channelling is based on the current infrastructure in place.

8. Public Question Time (cont.)

**Council Ref: TM: 13 / 2019**

1. Council Plant and Vehicle Replacement which is in the budget.  
Who makes the decision of purchasing.  
Is there a list of items that Council own large and small; does Council have any involvement.

**Response provided by GMCA**

Council has a 10 year Plant Replacement Program which is reviewed annually to ensure it meets Council's operational requirements. This program is then used to inform Council's budget considerations.

In accordance with the *Local Government Act 1989* and *Strathbogie Shire Council's Procurement Policy*, the purchasing of plant items of a value in excess of \$100,000 are publically tendered with a confidential report being presented to Council to approve the purchase.

Purchasing of items of plant and equipment which have a value less than \$100,000 are also subject to Council's Procurement Policy and this is completed under delegation.

Council has a register of all items of plant and vehicles that it owns.

2. Shadforth Reserve  
Where were the meetings held - 25 March, 13 May, 29 May. Where were they advertised, who organized it.  
Why wasn't there a public notice.  
Are there minutes of the three meetings.

**Response provided by GMCC**

With reference to your question concerning future management of Shadforth Reserve, a group of potential user groups and neighbouring residents were invited to meetings, facilitated by Councillor Stothers, and Council staff were present to provide guidance and support around operational and logistical details.

A public notice was not required as it was to gauge community interest in forming an incorporated group not Council appointing a committee. A report was presented to the Council meeting of 18 June 2019, outcomes have been reported in the Village Voice and a public advertisement has been placed for interested community members.

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

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

Phil Howard  
**ACTING CHIEF EXECUTIVE OFFICER**

12 July 2019

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

### **NEXT MEETING**

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 20 August 2019, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. .... / 2019

## Public Question Time Form Ordinary Council Meeting

Strathbogie Shire Council has allocated a time for the public to ask questions in the business of an Ordinary Meeting of the Council.

**How to ask a question:**

Questions submitted to Council must be:

- (a) in writing, state the name, address and telephone number of the person submitting the question and generally be on this form, approved by Council; and
- (b) submitted to Council in person or electronically.

The Chair may refrain from reading a question or having a question read if the person who submitted the question is not present in the gallery at the time when the question is due to be read. Please refer to the back of this form for procedural guidelines.

Question/s: (please print clearly with a maximum of 25 words)

1. ....  
.....  
.....  
.....  
.....

2. ....  
.....  
.....  
.....  
.....

Name: .....

Address: .....

Telephone Number: .....

Signature: (signature not required if submitted by email) .....

Date of Ordinary Council Meeting: .....

**Privacy Declaration:** Personal information is collected on this form to allow Council to undertake follow-up / response and to confirm identity for future reference where necessary. The questioner's name only, together with a question reference number, will be included in Council's Minutes. Council Minutes are a public document which will be published on Council's Website and are available for public scrutiny at any time. Other personal details included on this form will not be included in the Minutes and will be kept for Council reference only, unless disclosure is required for law enforcement purposes or under any other statutory requirement.

### Public Question Time - Procedural Guidelines

#### Question Time

- (1) There must be a public question time at every Ordinary meeting to enable members of the public to submit questions to Council.
- (2) Sub-clause (1) does not apply during any period when a meeting is closed to members of the public in accordance with section 89(2) of the Local Government Act 1989 (the Act).
- (3) Public question time will not exceed in duration any time limit imposed by the Chairperson, in the Chairperson's discretion in order to ensure that Council has sufficient time in which to transact Council business.
- (4) Questions submitted to Council must be:
  - a) in writing, state the name and address of the person submitting the question and generally be in a form approved or permitted by Council; and
  - b) submitted to Council in person or electronically.
- (5) No person may submit more than 2 questions at any 1 meeting.
- (6) If a person has submitted 2 questions to a meeting, the second question:
  - a) may, at the discretion of the Chair, be deferred until all other persons who have asked a question have had their questions asked and answered; or
  - b) may not be asked if the time allotted for public question has expired.
- (7) The Chair, a Councillor or a member of Council staff nominated by the Chair may read to those present at the meeting a question which has been submitted in accordance with this clause.
- (8) Notwithstanding sub-clause (6), the Chair may refrain from reading a question or having a question read if the person who submitted the question is not present in the gallery at the time when the question is due to be read.
- (9) A question may be disallowed by the Chair if the Chair determines that it:
  - a) relates to a matter outside the duties, functions and powers of Council;
  - b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
  - c) deals with a subject matter already answered;
  - d) is aimed at embarrassing a Councillor or a member of Council staff;
  - e) relates to personnel matters;
  - f) relates to the personal hardship of any resident or ratepayer;
  - g) relates to industrial matters;
  - h) relates to contractual matters that are commercial in confidence;
  - i) relates to proposed developments;
  - j) relates to legal advice;
  - k) relates to matters affecting the security of Council property; or
  - l) relates to any other matter which Council considers would prejudice Council or any person.
- (10) Any question which has been disallowed by the Chair must be made available to any other Councillor upon request.
- (11) All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.
- (12) Like questions may be grouped together and a single answer provided.
- (13) The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.
- (14) A Councillor or the Chief Executive Officer may require a question to be put on notice. If a question is put on notice, a written copy of the answer will be sent within 14 days to the person who asked the question.
- (15) A Councillor or the Chief Executive Officer may advise Council that it is his or her opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or Chief Executive Officer (as the case may be) must state briefly the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.

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## **9. REPORTS**

### **9.6 TOURISM**

#### **9.6.1 Tourism Arts and Culture Advisory Group - Draft Minutes of the Meeting held on Wednesday 22 May, 2019**

##### **Author & Department**

Manager Arts, Culture and Economy / Corporate and Community Department

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

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

##### **Summary**

Attached are the draft minutes of the Tourism, Arts and Culture Advisory Group for the meeting held on Wednesday 22 May, 2019.

##### **RECOMMENDATION**

**That Council endorse the draft minutes of the Tourism, Arts and Culture Advisory Group meeting held on Wednesday 22 May, 2019.**

##### **Background**

The objectives of the Strathbogie Shire Council Tourism, Arts and Culture Advisory Group are:

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

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

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

9.6.1 Tourism Arts and Culture Advisory Group  
- Draft Minutes of the Meeting held on Wednesday 22 May, 2019 (cont.)

The Tourism, Arts and Culture Advisory Group Charter was adopted by Council on 15<sup>th</sup> of August, 2017.

**Alternative Options**

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

**Risk Management**

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

**Strategic Links – policy implications and relevance to Council Plan**

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

**Victorian Charter of Human Rights and Responsibilities Act 2006**

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

**Legal / Statutory Implications**

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

9.6.1 Tourism Arts and Culture Advisory Group  
- Draft Minutes of the Meeting held on Wednesday 22 May, 2019 (cont.)

**Consultation**

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

**Attachments**

- Draft minutes of the Tourism, Arts and Culture Advisory Committee of Wednesday 22 May, 2019

# TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES

Wednesday 22<sup>nd</sup> May, 2019  
Avenel, Fowles Winery  
10:00am – 11:00am



### Anticipated Attendees

Cr Debra Bower	Councillor (CHAIR)	Kathi Clark-Orsanic	Community Representative
Cr Amanda McClaren	Councillor	Rosa Purbrick	Community Representative
Claire Taylor	Strathbogie Shire	Janelle Toomey	Community Representative
Debra Ellis	Strathbogie Shire		

## Apologies

Sissy Hoskin	Go Nagambie	Leanne Hulm	Goulburn River Valley Tourism
Kristen MacKenzie	Community Representative	Tess Noonan Egan	Community Representative
Dan Capobianco	Community Representative		

ITEM	PERSON RESPONSIBLE
<b>1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY</b> Amanda McClaren (interim CHAIR) welcomed and paid recognition of traditional custodians of the land.	CHAIR- Amanda McClaren
<b>2. APOLOGIES</b> As above	All
<b>3. ACTIONS FROM MINUTES/ UPDATE OF ONGOING MATTERS</b> <b>4.</b> <b>3.1 Update on Urban Planning projects</b> <b>3.1.1 Nagambie Water Tower</b> Waiting on the quote and needing to determine the power source for the lighting option. Brief has been given to Green Light for quote. Will get quote from them to identify ball park costs and then determine if quotes or tender required. Discussion regarding solar power and members agreed that the question should be asked to see if this is an option and that it is considered as part of the process.  <i>Action: Janelle will wait to receive quote from Green light as an indication of costs and will distribute once received.</i>  <i>Amanda to follow up with Wodonga City Council to determine what the project scope entailed for organising lighting for their water tower</i>	All
<b>3.1.2 Longwood Units</b> Kristen not in attendance –  <i>Action: defer item to next meeting</i>	Janelle Toomey
<b>3.1.3 RONE art installation potential</b> Rosa provided some external images, internal images required. Janelle has reached out to RONE to express interest in having an installation. Have not received a response to date.	Amanda McClaren
	Kristen MacKenzie

<p>Janelle expressed that we can also consider local artists for a similar style exhibition, however RONE has a large following and the exposure that having him involved would be of benefit to the area.</p> <p><b>Action: Janelle will wait to receive a response and advise when this is received.</b> <b>Rosa will take internal images and provide to Janelle.</b></p>	<p>Janelle Toomey Rosa Purbrick</p>
<p>3.2 Update on Actions from previous minutes</p>	
<p>3.2.1 2019/2020 Budget submissions/review in relation to Arts and Culture</p> <p>Budget submissions/review for Arts and Culture Motion in the minutes to submit for additional funds. Once minutes adopted, this will go to Council as a recommendation.</p> <p>Amanda expressed that if members were so inclined letters of support to acknowledge and advocate to the elected members to acknowledge their support could be submitted.</p>	
<p>3.2.2 GRVT – Letter to Leanne</p> <p>On behalf of the whole group but signatory will be Deb Bower.</p> <p>GVRT are in the process of managing how they will be winding up the committee over the next 18mths. There is current budget there to fund the current assets. The website will remain and will be funded for the interim. Use of logos was also discussed and is still in use.</p> <p><b>Action: Claire will draft letter by end of week for Deb Bower to sign in her capacity as Chair.</b></p>	<p>Claire Taylor Deb Bower</p>
<p>3.2.3 Grants – further investigation of the Goulburn Valley Funding Finder</p> <p>Discussion of the funding finder tool that is available for use. There is a report that can extract where the peak engagements with funding finder by the public. Definite correlation between social media posts and peaks in engagement.</p> <p>Discussion about a media release to promote Grant Guru again.</p> <p>As a side discussion it was mentioned about council grants. No existing system developed to monitor and manage Councils grants - this is the same for all Councils. Resource issues identified.</p> <p><b>Action: Claire to liaise with Comms Team to organise media release regarding this.</b></p>	<p>Claire Taylor</p>
<p>3.2.4 Committee Members – letter to be written to Dan Capobianco and Leanne Hulm</p> <p>- letter to Dan and Leanne regarding their membership on the committee</p>	

<p><i>Action: Claire to draft letter for these, Deb Bower to sign in her capacity as Chair</i></p> <p>3.2.5 Scott Lewis, Film maker – Sissy to speak to him re: the potential of screening one of his films at the Strategy Launch Party</p> <p>Sissy not in attendance at this meeting. However, Amanda was able to update. Amanda has spoken to Scott and he is very keen to be involved. Film is currently on a tour and this would need to finish prior to our launch party. He is also keen to pay it forward in relation to supporting young film makers -but not sure what that will look like at this stage.</p> <p><i>Action: Sissy and Amanda will catch up with Scott to find out when he will be in the area and will find out when the film will be available and what he is thinking of in relation to this.</i></p>	<p>Claire Taylor Deb Bower</p> <p>Sissy Hoskin Amanda McClaren</p>
<p><b>ACCEPTANCE OF PREVIOUS MINUTES</b></p> <p>Acceptance of minutes from last meeting 18/04/19</p> <p>Moved: Rosa Purbrick</p> <p>Seconded: Kathi Clark-Orsanic</p>	
<p><b>4. STRATEGY/PLAN DEVELOPMENT</b></p> <p><b>4.1 Update on Framework</b></p> <p>Received basic design elements from Shape Creative for the strategy Mayoral statement will come once the strategy</p> <p><i>Action: Will endeavour to have the goals format out to the members by the end of the week. Anticipate the draft strategy will be ready for next committee meeting or preferably prior</i></p> <p><b>4.2 Launch Party</b></p> <p>Covered in 3.2.5 above</p>	<p>Claire Taylor</p>
<p><b>5. ARTS &amp; CULTURE</b></p> <p><b>5.1 Future Projects</b></p> <p>Claire discussed some of the Arts &amp; Culture Projects that the community has approached her about in her capacity as Manager Arts, Culture and Economy at Council</p> <ul style="list-style-type: none"> <li>• Music Festival – Adam Palmer – is focused on music for youth and will be working with Councils youth program to put on a specific music event for under age young people. Northern Republic is one of the venues but are not involved in the event, other than provision of the venue. He is also working on ideas for a 'whole of town' music festival in Euroa</li> </ul>	

<ul style="list-style-type: none"> <li>• St Johns Primary – As part of their new building works they have been working with Mick Harding and the Taungurung on some artwork with wood for seating, similar to what he has done for the Aboriginal Art Gallery at Mitchelton</li> <li>• Community Grant Applications - applications in the Arts and Culture category from the community have produced some exciting projects which have applied for funding, however details of these cannot be discussed at this point as they are under review by Council.</li> </ul> <p>General discussion on the need for the finalised strategy for the community to be aligning their projects with and for Council to have an adopted document which will guide their direction.</p>	
<p><b>6. COMMITTEE MEMBERS</b></p> <p><b>6.1 Calendar and venue dates for 2019</b></p> <p>Members expressed the following:</p> <ul style="list-style-type: none"> <li>• Happy to alternate the times for both morning and afternoon.</li> <li>• The moving around for meetings is working well and members expressed that they like this element and the opportunity to see other parts of the Shire.</li> <li>• Discussion to lock in the date and time for next meeting at each meeting which was agreed by members</li> </ul> <p>Discussion regarding the June and July meetings</p> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• <i>Next meeting Friday 14th June 10am at Violet Town Museum and Gallery Cowslip Street</i></li> <li>• <i>July Meeting will be held at Tahbilk on Thursday 18th at 10am</i></li> <li>• <i>Claire will send meeting invites for both these meeting to all members</i></li> </ul>	
<p><b>7. OTHER BUSINESS</b></p> <p><b>7.1 Good Food and Wine Show 2019</b> GVRT are doing the Good Food and Wine Show and Strathbogie Council are involved. Invites to participate were sent out to all businesses across the three Shires. Tahbilk Mitchelton and Fowles all from Strathbogie Shire are the businesses that took up the opportunity. About 30,000 people attend this event so it is great exposure for the businesses and the Shire.</p> <p><b>7.2 Committee absences</b></p> <p>Deb Bower away from 29 May – 24 June</p>	
<p><b>8. MEETING CLOSED</b></p> <p>Meeting Closed at 11.07am</p>	
<p><b>9. NEXT MEETING/S:</b></p> <ul style="list-style-type: none"> <li>• Friday June 14<sup>th</sup> 10am at Violet Town Museum and Gallery, Cowslip Street Violet Town</li> <li>• Thursday 18 July at Tahbilk Winery, 254 O'Neils Road, Tabilk</li> </ul>	

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## 9.7 ORGANISATION

### 9.7.1 **2017-2021 Shire of Strathbogie Council Plan (2018 Review)** **- Fourth Quarter Report ~ 1 April to 30 June 2019**

#### **Author & Department**

Acting Chief Executive Officer / Executive Services Department

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

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

#### **Summary**

The 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council meeting held on Tuesday 27 June 2017. The 2018 review of the 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council Meeting held on Tuesday 26 June 2018.

The 2018 Review of the 2017-2021 Shire of Strathbogie Council Plan has, in summary:

Eighty-three (83) Actions, comprising -

- > *Goal 1 - To enhance community health and wellbeing*
  - *Plan to improve community health wellbeing and liveability ~ 9 Actions*
  - *Engage and participate with the community in Council / Community initiatives ~ 3 Actions*
  - *Enhance Community resilience, including supporting and increasing the participation of volunteers ~ 5 Actions*
  - *Support and drive community, arts and cultural events ~ 4 Actions*
- > *Goal 2 - To sustainably manage our natural and built environment*
  - *To promote and support sustainable environmental initiatives ~ 7 Actions*
  - *Mitigate and adapt to a changing climate ~ 5 Actions*
  - *Protect and enhance our natural environmental assets ~ 4 Actions*
  - *Protect and enhance our built environment ~ 3 Actions*
  - *Provide efficient and effective waste management ~ 4 Actions*
- > *Goal 3 - To provide quality infrastructure*
  - *Provide best practice management of all assets including roads, bridges and facilities ~ 6 Actions*
  - *Provide passive and active recreational facilities ~ 7 Actions*
- > *Goal 4 - To support and deliver economic development*
  - *Promote and support local business and produce ~ 2 Actions*
  - *Support tourism and business development ~ 7 Actions*
  - *Prove innovative and sustainable land use planning ~ 3 Actions*
  - *Attract new residents ~ 1 Action*
  - *Grow investment and employment opportunities ~ 1 Action*

9.7.1 2017-2021 Shire of Strathbogrie Council Plan (2018 Review)  
- Fourth Quarter Report ~ 1 April to 30 June 2019 (cont.)

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

Of these Actions -

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

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

**RECOMMENDATION**

**That the report be noted.**

**Background**

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

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

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

This report is for the fourth quarter (April to June 2019) following the 2018 review of the 2017-2021 Council Plan.

9.7.1 2017-2021 Shire of Strathbogie Council Plan (2018 Review)  
- Fourth Quarter Report ~ 1 April to 30 June 2019 (cont.)

**Alternative Options**

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

**Risk Management**

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

**Strategic Links – policy implications and relevance to Council Plan**

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

**Victorian Charter of Human Rights and Responsibilities Act 2006**

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

**Legal / Statutory Implications**

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

**Consultation**

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






**Attachments**

- Strathbogie Shire Council Plan Progress Report for the April to June 2019 quarter.



# COUNCIL PLAN PROGRESS REPORT

## Status Indicators Key:

-  In Progress
-  Not Started
-  Completed
-  Under Review
-  On Going


Created: 10 July 2019

## YEAR: 2018-2019


### GOAL: 1 To enhance community health and wellbeing

#### STRATEGY: 1.1 Plan for the improved community health, wellbeing and liveability


##### ACTION: 1.1.1 Work with Strathbogie Health and Community Services Consortium to deliver relevant projects.

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	80%		Continue to work with Euroa Health in relation to the PTSD Project. Also working with Nagambie Health's accommodation project.

##### ACTION: 1.1.2 Work with Euroa Health to investigate project to support increased provision of allied health services

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2019	80%		Wellness Centre for PTSD and associated supported is the current project that is being advocated for. \$50,000 for the feasibility study funding approved by the Federal Government, Council to provide \$25,000.


**ACTION: 1.1.3 Deliver initiatives which will support the prevention of family violence including achievement of accreditation as a workplace under the White Ribbon Australia Workplace Accreditation Program**

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	50%		<p>Free from Violence Project is progressing well.</p> <p>Staff survey was conducted to benchmark staff perspectives on gender equity in the workplace. A 60% response rate indicated there was a high level of support (98%) for gender equality in the organisation and strong knowledge of policies that protect and support staff who report incidents of gender-based violence, bullying, discrimination, or sexual harassment and where to go to report behaviour</p> <p>The following key actions have been undertaken so far:</p> <ul style="list-style-type: none"> <li>- Monthly project working group meetings are occurring</li> <li>- Developed posters to be displayed in all Council bathrooms</li> <li>- Developed responding to disclosures of family violence CEO Directive</li> <li>- Presented Conversations Create Change project objectives and actions at Goulburn Family Violence Executive meeting</li> <li>- Continuing to disseminate message to all staff through staff meetings and one on one discussions</li> <li>- Presented Conversations Create Change project objectives to the Senior Management Group at thier monthly meeting</li> </ul> <p>Implement and create awareness around the child safe standards .Training has been rolled out to all staff in the organisation through the learning seat application.</p> <p>plans to roll out training to all Council volunteers in 19/20</p> <p>Development of the next 3yr implementation plan is in progress but a review of the Child Safe Standards is also presently occurring at the State level</p>


**ACTION: 1.1.4 Complete the expansion of the Avenel Pre-School and Maternal and Child Health project**

Position(s)	Target Date	% Complete	Status	Comments
Manager Projects	30-Jun-2019	70%		<p>Tender accepted by Council 18 September 2018</p> <p>Construction commenced 28 February 2019</p> <p>Construction progressed to lock-up stage</p>


**ACTION: 1.1.5 Continue to review and implement priorities from the Walking Tracks and Trails Strategy and Walking Strategy (including but not limited to the Apex WalkingTrack Euroa)**

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	35%		<p>With the engagement of a new Economic Development and Project Officer in July, this review is now continuing in collaboration with the Discovery Map Sub-Committee..</p> <p>Will be presenting to AOC a recommendation to redevelop the Discovery Map Sub Committee into a stand alone Tracks and Trails Committee.</p> <p>Report going to Council in May to approve the redevelopment of this committee into the Tracks and Trails Committee. The sub-committee has been kept up to date via email of these redevelopments, however no further work at present has been undertaken in regards to the development of the priority tracks and trails.</p> <p>Council adopted the proposal of a revised group - Tracks and Trails Advisory Group. The first meeting of the new group took place on Thursday 27 June 2019, where priority actions will be identified in line with both the S=Economic Development Strategy and the Tracks and Trails Strategy.</p>

**ACTION: 1.1.6 Implement the 2017=-2021 Liveability Plan**

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	50%		<p>The five priority areas that currently guide our health and wellbeing actions are:</p> <ul style="list-style-type: none"> <li>• Stronger Together</li> <li>• Respectful Relationships</li> <li>• Healthy Lifestyle</li> <li>• Rural environment</li> <li>• Health Systems</li> </ul> <p>Year 2 Annual Action Plan has been developed and is presently being implemented.</p>


**ACTION: 1.1.7 Develop and begin delivering on an implementation plan for Shire-wide Active Spaces Strategy**

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	60%		Outcomes from the Play and Recreation Framework have been considered in preparation of the 2019/20 Budget and an amount of \$1.43 m has been allocated over the next ten years for implementation The next step required is a prioritisation of projects , which will occur in the coming months

**ACTION: 1.1.8 Work with the community to implement provision of dogs off leash areas**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	75%		Community consultation has occurred regarding potential locations for a dogs off leash area in Euroa and Nagambie. A report is to be presented to a future Council meeting for consideration.


**ACTION: 1.1.9 Review Council's Community Local Law - to reflect contemporary issues including drones, incinerators**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	10%		Scoping work commenced and funding allocated in 2019/20 Budget to complete




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


**ACTION: 1.2.1 Continue to support local community planning processes across the Shire**

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	85%		All plans are endorsed except for Strathbogie Tableland Action Group
				Some groups have requested roll over of funds, which was approved by Council. Rollover of funds requests received from VTAG, ECAG and RCAG.
				Rollover of funds requests approved for VTAG (\$7210) and ECAG (\$9270) In ECAG's case they have indicated that the heritage column project (\$4800) would be completed by 30.6.19 or 31.7.19 RCAG request yet to be approved - briefings being prepared for this.
				Some minor amendments to the Community Planning Guidelines including; Funding conditions are in line with the Community Grant program A cut off date for applications for their annual funds of September 30th each year. Acquittal deadline is now 30 June each financial year
				A combined Community Planning Reference Group meeting was held on 11th June. Representatives from VTAG, EAG, RAG, STAG attended. No attendees from Longwood, Avenel, Nagambie and Graytown.
				Plans for additional information combined sessions are underway to be held in August/Sept - two sessions one in Euroa and one in Nagambie. by appointment meetings in the week 12 - 16th August and 2 - 6th September will also be available for Community assistance.
				2018/2019 Acquittals have been received from: Graytown and VTAG (VTAG have rolled over their 18/19 funds) No applications from Action Groups for 2019/20 funding as yet.

**ACTION: 1.2.2 Seek to implement priority projects from Violet Town Action Group Community Plan, Violet Town Recreation Reserve Master Plan and Shadforth Reserve Master Plan**

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	50%		<p>Community Assets undertook consultation of the sporting user groups during March 2019, to determine relevance of the Master Plan and any new additions to be considered. Feedback from the Football and Bowls Clubs are that they are contented with the current arrangements.</p> <p>The current Shadforth Reserve Master Plan was developed for major equestrian events, which has now ceased to be the main user for the Reserve. Currently Council is talking to prospective user groups to become active and provide input for further development. Council is currently relocating the Men's Shed to the Shadforth Reserve.</p>

**ACTION: 1.2.3 Develop Nagambie Lakes Public Parks Precinct Development Plan which includes Nagambie Recreation Reserve, Buckley Park, Jacobsons Outlook, bowl of Lake.**


Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2019	90%		Council has been successful in sourcing \$350,000 funding for the Boardwalk project behind the Commercial premises on the lake. Council will provide \$250,000 funding and GoNagambie \$102,000 for the \$702,000 project.

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


**ACTION: 1.3.1 Develop an agreed recognition of our traditional custodians, in partnership with indigenous representative groups**

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2019	90%		The 15 Councils in the Taungurung Settlement Agreement Area met at the first Local Government Forum.


**ACTION: 1.3.2 Host a transport forum with transport service providers to discuss improvements to transport links across the Shire**

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2019	%		Waiting on the outcomes from other area that will have an impact on transport links across the Municipality: - ~ Euroa Township Strategy ~ Inland rail project ~ Regional Local Road Investment Plan


**ACTION: 1.3.3 Recognise and profile the importance of volunteers in our local community**

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		Training is being organised to take place in November 2018 for the Visitor Information Centre Volunteers in Nagambie prior to the new VIC opening. This will also be rolled out to the VIC volunteers in Euroa. The VIC will also be recognised with a Strathbogie Shire branded vest and shirt. VIC volunteers are invited to participate in 'famils' of our region and other areas in the GRVT at no cost to themselves. There is also an annual yearly summit that takes place in recognition of their services. Further recognition opportunities are also being investigated for other volunteers (ie. Euroa Cinema). No further development of this action to date.

**ACTION: 1.3.4 Continue to support CFA Captain liaison group meetings**


Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	75%		Meetings have continued this Financial Year.

### ACTION: 1.3.5 Implement revised Community Grants program


Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	90%		Community Grant Program 2018/19 Acquittals Active and Health 4 out of 5 have been received. Euroa Hockey Club outstanding but have been sent a reminder. Arts and Culture – 5 out of 6 received. Violet Town RSL have explained that has been delayed due to very hot weather which would affect the artists work. Asked for an extension prior to the due date and they are working on completing the project. Facilities and Infrastructure – 17 of the 18 received. Euroa Tennis Club outstanding, but have been sent a reminder.
				2019 -2020 program Community Grant program opened on 18th March 2019 and closed on the 26th April 2019 We hosted 6 “By Appointment” Drop-in Information Sessions which were attended by 8 people and 4 Information Sessions which were attended by a total of 21 people.
				Successful applications for each category as follows; Arts and Culture – 5 successful applicants Environment and Sustainability – 1 successful applicant Facilities and Infrastructure – 14 Applicants
				All successful applicants have been advised. Terms and conditions documents have been uploaded to smarty grants and are waiting completion by successful applicants which will trigger distribution of payments.

## **STRATEGY: 1.4 Support and drive community, arts and cultural events**


**ACTION: 1.4.1** Develop and implement an equitable Shire wide youth program that focusses on cultural activities and civic participation

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	50%		<p>Upgrade works are progressing for the Nagambie Youth hub space. So far the internal of the building has been painted, blinds installed, new kitchen has been installed, purchase of furniture and a smart TV for the space. The unisex pod, fully accessible toilet has been purchased and now preparations for the installation of this are underway. Along with the verandah construction and roof extension.</p> <p>Membership of EVOLVE presently 10 young people aged 12 – 22yrs. Fortnightly meetings being held on Wednesday afternoons.</p> <p>Young people representing both Euroa, Nagambie and surrounding townships are on the committee.</p> <p>Planned events/projects for the second half of 2019 include;</p> <ul style="list-style-type: none"> <li>- Victorian YMCA Youth Parliament 30th June to Friday 5th July @ Lake Dewar Lodge YMCA and Parliament House Victoria.</li> <li>- Monday Funday 8th July @ Fun Planet Shepparton</li> <li>- NR Freeza All Ages Event 12-4:30pm Friday October 4th</li> <li>- Show and Shine Event - All day Sunday 6th October in Euroa featuring Own Life Skate Competition &amp; Music at Euroa Skate Park</li> <li>- Big Sounds Small Towns Push Event - All ages gig in partnership with the Shires involved in the Youth Politics camp early in the year. To be held Friday 11th October at Benalla Town Hall</li> <li>- Walk to School (VicHealth) - Promoting health lifestyle in every primary school in Strathbogie Shire in the month of October</li> <li>- Working on a mobile youth Pop Up trailer</li> </ul> <p>To date we have received 250+ responses to our 2019 Strathbogie Youth Survey. We are going to target some addition pockets of the shire during school holidays and in the first two week of term 3 before closing the survey and analysing the data</p> <p>Strathbogie Youth Engagement Network meetings which are chaired by the Goulburn Murray Local Learning Employment Network. Strathbogie provides the venue for this meetings. 20+ youth service providers attend these meetings.</p> <p>Recruitment is underway for a Youth Development Officer - applications close 12th July 2019.</p>


**ACTION: 1.4.2 Develop and prioritise actions from Tourism Arts and Culture Strategy**

Position(s)	Target Date	% Complete	Status	Comments
				<p>The Arts &amp; Culture Strategy has been developed with the assistance of a consultant team, and is currently being reviewed in a draft format ready to circulate to the Tourism, Arts &amp; Culture Committee for review.</p> <p>The next phase after intital content review will be format the graphic design of the document, ready for submission to Council and public review prior to being adopted.</p>
Manager Arts Culture and Economy	30-Jun-2021	70%		<p>A review of the content of the draft Arts &amp; Culture Strategy, and consultation and a workshop with the Cultural Development Network (CDN) on 22/01/19 highlighted the need for a revision of the document by the Manager Arts, Culture and Economy to ensure that the six planning principles developed by the CDN are incorporated and ensure that goals and actions are based on evidence which will in turn assist to inform the selection of future activities. The current work that was developed by the contracted consultant did not adequately address this, nor did it appropriately identify appropriate goals and outcomes, therefore more work needs to be undertaken by the Council officer to appropriately develop this strategy.</p> <p>Further review and refinement has been undertaken in the development of the Arts &amp; Culture Strategy. Aiming to have a draft ready for Council by June/July 2019 council Meeting.</p> <p>The strategy document is now in it's final draft stages, with predicted presentation to Council in July/August 2019. It has been determined by the Tourism, Arts and Culture Advisory Group that further workshops should be conducted to with key stakeholders in order to define the key actions for the 12 month action plan that will result from the goals of the Arts &amp; Culture Strategy.</p>

**ACTION: 1.4.3 Investigate provision of an arts hub physical space within the Shire**

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2019	%		<p>This process will start once the Arts &amp; Culture Strategy has been completed and further actions are outlined.</p> <p>As the strategy has still not been completed, this action is still waiting on further direction in order for it to proceed.</p>


**ACTION: 1.4.4 Implement artwork on Nagambie Water Tower**

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy		35%		<p>Initial quotes have been obtained for the painting of the water tower which were presented to and reviewed by the Tourism, Arts &amp; Culture Advisory Group at their October 2018 meeting.</p> <p>Further discussion has taken place in the February 2019 meeting of the TACAG, with a member of the group taking the lead to contact some local artists to gauge interest. Discussions around the need to have a working group to drive the project and determine the theme/design as well as what types of engagement should occur with the community around this project.</p> <p>Some funding has been provided in the 2018/19 Budget but additional funding needs to be sourced in order to fund the project.</p> <p>Further investigation has uncovered a potential heritage overlay and significant historical significance relating to the Towers design and build by Sir John Monash. Other options, including lighting options, for the water tower are currently being investigated by the Tourism, Arts &amp; Culture Advisory Group.</p> <p>Investigation of other options (including lighting) for the Nagambie Water Tower are still ongoing.</p>


## GOAL: 2 To sustainably manage our natural and built environment

### STRATEGY: 2.1 To promote and support sustainable environmental initiatives


#### ACTION: 2.1.1 Prepare a Sustainable Strathbogie 2030 Plan to bring together Council's response to a range of environmental initiatives

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	85%		<p>The draft Sustainable Strathbogie 2030 Plan was presented to the March Council meeting for consideration for endorsement for public consultation. Consultation occurred during April – May 2019 with drop in sessions in Euroa, Avenel, Nagambie, Violet Town and Strathbogie, a survey completed by 61 residents, and a forum hosted on councils website. Council will hear submissions on 14th May 2019.</p> <p>A final report will be presented to Council for consideration at the August 2019 meeting.</p>

#### ACTION: 2.1.2 Continue to support Landcare groups and Catchment Management Networks to target weed and pest animal management on roadsides


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	85%		<p>The Roadside Weed and Pest Program with Strathbogie Shire Landcare Groups and State Govt funding is finalised for 18/19-19/20 funding years with 100% of funding expended. Significant council resources input into budget, landcare and contractor coordination, as well as following up resident weed and pest complaints. Castle Creek Euroa weed and pest eradication/rehabilitation also required major resourcing. Renewed RWPP funding was confirmed in June. .</p>

#### ACTION: 2.1.3 Investigate opportunities to reduce the use of single use plastics in the Shire


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	70%		<p>An initiative has been included in the draft Sustainable Strathbogie 2030 Strategy in terms of initiating zero waste events across the shire potentially with a grant funded bespoke trailer for hire from the Shire. Support for this was strong from numerous community members in consultation during the Sustainable Strathbogie 2030 strategy.</p>



**ACTION: 2.1.4 Support sustainable energy initiatives in the Strathbogie Shire in conjunction with the Sustainable Development Reference Group**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	85%		Supported Euroa Environment Group minigrid application, and other community battery pilots in remote areas. Included in the SS2030 Strategy as an ongoing action. Involved with the ongoing Local Government Renewable Power Purchase Agreement with 38 other Victorian Councils to purchase Council energy from renewable sources. Councils Corporate Greenhouse Program has commenced installation with 50kW of solar, de-lamping, LED lighting and voltage optimisers on pool pumps being installed on Council facilities. This will reduce greenhouse emissions by 141.4tCO2-e, and save approx. \$32,324 per annum. Another round of facilities will be completed before December. Leading the Carbon Crunching Councils project with Benalla, Murrindindi and Towong Shires to implement a shared carbon inventory, bill checking and payment service for utilities.

**ACTION: 2.1.5 As part of Municipal Strategic Statement review, explore opportunities for native vegetation protection overlays on roadsides**

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	10%		<p>The Planning scheme review has now been completed and is seeking adoption of the review report by Council at it's Planning Committee meeting in July after having been deferred at the June Planning Committee meeting.</p> <p>The Native Vegetation Protection Overlays were a discussion point as part of this review process however have not been identified at this stage as a high priority given the existing controls within the Planning Policy Framework of the Planning Scheme.</p> <p>Additionally within the Lower priority section of this report, it was identified to undertake a landscape study to ensure areas of significance are protected through appropriate planning controls.</p>

**ACTION: 2.1.6 Continue to support the Goulburn Broken Greenhouse Alliance**


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	100%		Council continues to support the GBGA and has renewed its membership. Participating in 3 grant funded/ partnership activities that promote economic/environmental efficiencies with energy, carbon inventories, and energy efficient street lighting.

**ACTION: 2.1.7 Seek funding to develop a Business Case for Rural Sustainability Foundation**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	100%		Funding application from New Energy Jobs Fund unsuccessful. We will continue to seek funding.

**STRATEGY: 2.2 Mitigate and adapt to a changing climate**


**ACTION: 2.2.1 Review Council's Climate Adaptation Strategy**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	90%		An initial review of the 2011 Strengthening Strathbogie Climate Change Report has been undertaken, noting each recommendation and where Council sits in terms of acting on same. Each assessed recommendation was integrated into the draft Sustainable Strathbogie 2030 Strategy as Action 1.07 " Update and extend the 2011 'Strengthening Strathbogie Climate Change Report' as a 2030 Resilience Plan, including a costed action plan, integration into Council Plan and Budgets, impacts to cultural heritage, and integration into contemporary regional plans and tools, alongside an evaluation/ future-proof of all Council policy and infrastructure in the context of a future medium-high global emissions scenario." The full Resilience Plan will act as a sister document of Sustainable Strathbogie 2030, and will require expert input. It is slated to occur in 2019/20. This recommendation is to be consulted on as part of the full Sustainable Strathbogie 2030 strategy, then will go to Council for endorsement.


**ACTION: 2.2.2 Support regional flood mitigation strategies to achieve flood mapping for townships**

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2021	10%		Regional floodplain Study completed by CMA and they are now working toward having the amendment documentation prepared for the Planning Scheme Amendment to implement new mapping.


**ACTION: 2.2.3 Hold a flood mitigation / drainage update meeting in Violet Town to form a consensus on future actions**

Position(s)	Target Date	% Complete	Status	Comments
				All programmed drainage works within the 2018/19 Capital Works budget have been completed.
Group Manager Community Assets	30-Jun-2019	50%		Will arrange a town meeting to coincide with the release of concept designs for Cowslip Street (pedestrian crossing locations / school bus stop locations / car parking review / intersection designs with VicRoads arterial roads), to hold a combined update meeting.
				It is expected that this meeting will be held in November / December of this year.

**ACTION: 2.2.4 Include urban forestry into urban design frameworks to increase the shaded environment of our townships**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	75%		As part of Sustainable Strathbogie 2030 an Urban Green Infrastructure Review of all street trees in Euroa, Nagambie, Avenel, Longwood, Violet Town and Strathbogie was undertaken in March/April. Baseline green cover, tree type, open space, social vulnerability to heat, water sensitive urban design, priority areas and key recommendations have been completed as part of the study. Report will be presented to Council in August 2019.

**ACTION: 2.2.5 Develop a program to provide incentives for improved farm management through use of whole farm plans, mitigation of effects of climate change**


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	100%		Council has partnered with the Arboretum, Landcare and CMN February - June 2019 offering facilities and the venue, to assist with the new Healthy Hectares course for small lot landowners new to the municipality. Team Leader Climate Change and Environment is attending North Eastern Dry Seasonal Conditions Coordination Group chaired by Agriculture Victoria to stay up to date with all information and incoming incentives, potential partnerships and activities for agricultural landholders in Strathbogie. Information has been communicated to all contacts regarding grants and rebates applicable.

## **STRATEGY: 2.3 Protect and enhance our natural environmental assets**


### **ACTION: 2.3.1 Adopt and implement Council's Tree Management Plan**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	90%		Council adopted the Tree Policy in June 2018. Tree Management Guidelines are being reviewed.


### **ACTION: 2.3.2 Seek advice on best practice techniques including weed management, neighbourhood safer places and fire emergency planning – Municipal Fire Management Planning Committee**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		Ongoing discussions with CFA Vegetation Officer, MFMPC and our Team Leader Climate Change & Environment.. Progress is being made on the best practice in roadside weed and fuel management.  All Neighbourhood Safer Places have now been renamed. Place of Last Resort (PLR). All PLRs have been reviewed with the Euroa PLR moved for the Shell Service Centre to Kirkland Avenue.

### **ACTION: 2.3.3 Investigate controls to preserve landscapes as part of Municipal Strategic Statement review**


Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	10%		The Planning Scheme review has now been completed and awaiting adoption by Council's Planning Committee. Identified within the Lower priority section of the report is the need to 'undertake a landscape study to ensure areas of significance are protected through appropriate planning controls.

### **ACTION: 2.3.4 Continue to assist new land owners in land management through New Residents booklet, website and other means**


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	90%		Content was placed on the website under "Environment" and various areas to assist new landowners. Council has partnered with the Arboretum, Landcare and CMN Feb - June 2019 to assist with the new Healthy Hectares course for small lot landowners new to the municipality.

## **STRATEGY: 2.4 Protect and enhance our built environment**


### **ACTION: 2.4.1 Implement priority actions from the Stormwater Management Plan**

Position(s)	Target Date	% Complete	Status	Comments
				<p>Council has allocated funding to the identified storm water management projects within the 2019/20 capital works budget, to carry on from projects undertaken within this financial year.</p> <p>Allocation of resources to undertake the required project management, designs and construction of the projects shall be undertaken in July.</p> <p>The drainage design for Boundary Road South is progressing.</p> <p>The following works have commence construction: -</p> <ul style="list-style-type: none"><li>~ Pit Lid replacement program, all townships (to continue within 2019/20)</li><li>~ Scobie Street Avenel Catchment - open drain construction (to continue within 2019/20)</li></ul>
Manager Infrastructure	30-Jun-2021	50%		<p>The following drainage works have been completed: -</p> <ul style="list-style-type: none"><li>~ Murray Street, Violet Town</li><li>~ Lily Street, Violet Town</li><li>~ Primrose, Street Violet Town</li><li>~ Atkins Street Drainage Improvement Works, Euroa</li><li>~ Hoskins Lane, Violet Town</li></ul> <p>Successful in receiving funding for the Castle Creek flood protection works, Euroa</p> <p>Successful in receiving funding for undertaking a feasibility study into an Alternative Water Supply for Nagambie - use of treated storm water for irrigation of open spaces and recreation reserves.</p> <p>In light of being unsuccessful in obtaining grant funding for the Nagambie Industrial Estate, will be commencing to progress the Nagambie Industrial Area Scoping &amp; Drainage specifications (to continue within 2019/20).</p>

### ACTION: 2.4.2 Identify priority areas for additional street lighting and opportunities to implement additional street lighting


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	50%		<p>Requests for additional street lighting considered on ongoing basis (no current budget for implementation).</p> <p>Township study to be implemented to determine current and desired levels of lighting and establish a street lighting program.</p> <p>Collection of data on existing infrastructure has commenced and the review of street lighting design requirements.</p> <p>Draft Street Lighting Policy has been completed and to presented to EMT for approval, anticipating to go for Council approval at the August Council meeting.</p>

### ACTION: 2.4.3 Implement prioritized improvements to playgrounds


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	50%		<p>Playground Safety Audit was undertaken during May 2017.</p> <p>Improvements to existing playgrounds have been prioritised based on the condition assessments and Non Compliance/Faults Identified within the report.</p> <p>Renewal works for this financial year have been completed, a new list will be prepared after the adoption of the 2019/20 Capital Works budget.</p>

## STRATEGY: 2.5 Provide efficient and effective waste management programs

### ACTION: 2.5.1 Develop and implement a new Waste Management Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	100%		<p>The final draft Strathbogie Waste and Resource Recovery Strategy was adopted by Council at the June 2019 Ordinary Council meeting.</p>


**ACTION: 2.5.2 Continue to monitor, investigate, implement improvements and / or the extension of the waste service**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	80%		This action has been included in the draft Strathbogie Waste and Resource Recovery Strategy which was adopted by Council in June 2019.  A review of the Kerbside Collection Policy will be completed and presented to Council for consideration at the September 2019 Ordinary Council meeting.

**ACTION: 2.5.3 Promote reduce, recycle and recover / reuse through education programs / resources in conjunction with service providers including support for programs such as Boomerang bags**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	60%		A Waste Education Officer has been employed by the Goulburn Valley Waste and Resource Recovery Group. These opportunities will be discussed and included as the role progresses.


**ACTION: 2.5.4 Work with Goulburn-Murray Water to review and implement improved waste collection techniques on our waterways**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	30%		A meeting is to be held with GMW in July 2019 to discuss opportunities for future consideration. Sustainable Strathbogie 2030 action 3.08 is to engage specialist consultants to develop a Stormwater Infrastructure Database and best practice audit, measurement and maintenance regime so Council can identify opportunities, challenges, and tailor our future approach to Water Sensitive Urban Design (WSUD) implementation (19/20 imp). This will assist with identifying waste flows before they hit our waterways.

## GOAL: 3 To provide quality infrastructure

### *STRATEGY: 3.1 Provide best practice management of all assets including roads, bridges and facilities*


#### ACTION: 3.1.1 Investigate and implement asset rationalisation

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	30%		Access to spatial data obtained . Next step is to identify candidate properties, several of which will be investigated

#### ACTION: 3.1.2 Investigate options in consultation with the community for footpaths, kerb and channelling and parking at the east end of Bank Street, Avenel


Position(s)	Target Date	% Complete	Status	Comments
				Community consultation on the concept design has been completed and the feedback collated to be incorporated within the detailed design.
Manager Infrastructure	30-Jun-2019	100%		The design will be completed during the 2019/20 financial year, due a number of prospective new developments within the area (residential / commercial) that will have a direct affect to the intersections along Bank Street.

#### ACTION: 3.1.3 Target major capital works projects to seek government funding to reduce Council's costs

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	90%		<p>Projects that meet funding program criteria continue to be submitted for consideration.</p> <p>In 2018/2019, Council has been successful in obtaining grant funding from the TAC Local Government Infrastructure Grant for pedestrian safety measures at the Scobie/Anderson/Mansfield Road intersection in Euroa, the Fixing Country Roads Program Rounds 1 and 2 100% State Government funding, and funding from the Natural Disaster Relief Fund for flood mitigation works on Castle Creek in Euroa.</p> <p>Council continues to apply as other opportunities as they arise.</p>




**ACTION: 3.1.4 Ensure parking precinct plans for Euroa and Nagambie are included in urban design frameworks**

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2021	10%		This will be identified as part of further work for consideration within the review of the Planning Scheme as a action when reviewing the Nagambie Growth Management Plan. The Euroa Township Plan has commenced and the Issues and Opportunities Report has identified that Euroa currently has sufficient parking and it is more about formalising the current arrangements.

**ACTION: 3.1.5 Develop terms of reference for a Roads and Roadsides Advisory Committee**


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	100%		Terms and conditions adopted by Council with Roads Advisory Group appointed in October 2018.

**ACTION: 3.1.6 Undertake condition assessment of public toilets and develop a strategy for progressive improvement - including but not limited to Violet Town, Avenel, Graytown**


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	60%		Works continue with Violet Town Toilet to be replaced in 2019/2020. Other toilets to be considered.

**STRATEGY: 3.2 Provide passive and active recreational facilities**

**ACTION: 3.2.1 Investigate and consult in relation to providing link bridges from the Friendlies Reserve to Memorial Oval and Rockies over the Seven Creeks and over Hughes Creek between Kent Street and Watson Street in Avenel.**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	60%		<p>Friendlies Reserve to Memorial Oval</p> <ul style="list-style-type: none"> <li>- Concept design has been finalised</li> <li>- Waiting on a formal written response from Goulburn Broken Catchment Management Authority (GBCMA) to any conditions to finalise the design</li> <li>- Consultant to apply for Works on waterways permit for GBCMA to undertake an assessment and if the proposed work is deemed as satisfactory, a permit shall be issued.</li> <li>- Once the permit is issued, Council shall tender the works for construction.</li> </ul>
				<p>Pedestrian Bridge over Hughes Creek between Kent Street and Watson Street in Avenel</p> <ul style="list-style-type: none"> <li>- Concept designs have been issued and feedback provided, now waiting on revised designs for approval by Council</li> <li>- Main design issue to overcome is the fast flows along the Hughes Creek during floods, hence increase strengthening of the structure is required</li> <li>- Consultant to undertake hydraulic analysis of the bridge and submit to GBCMA for approval.</li> <li>- Once Council and GBCMA approve the design, Council shall tender the works for construction.</li> </ul>
				<p>Rockies Pedestrian Bridge over Seven Creeks</p> <ul style="list-style-type: none"> <li>- Council has allocated funding within the 2019/20 Capital Works budget for Pedestrian Bridge Design, which shall be utilised for a concept design for the Rockies</li> </ul> <p>Timelines are very dependent upon details released from the GBCMA.</p>

### ACTION: 3.2.2 Continue to investigate funding opportunities for female change facilities at Euroa Memorial Oval

Position(s)	Target Date	% Complete	Status	Comments
				<p>Opportunities exist for funding opportunities in the following programs with Sports Recreation Victoria:</p> <ul style="list-style-type: none"> <li>- SRV Country Football and Netball Program</li> <li>- SRV Female Friendly Facilities Fund</li> </ul>
Manager Arts Culture and Economy	30-Jun-2019	60%		<p>Discussions took place with the Memorial Oval Committee on Wednesday 19 September in relation to these opportunities and the necessity for the Committee to review the guidelines of these documents and put together a feasibility study. It was discussed with the committee that this study/plan needs to ensure it incorporates all the required elements of female friendly design where practicable in order to have the best chance of achieving funding.</p> <p>No further action has been taken by the Memorial Oval in the development of the opportunities as discussed. There has been no further announcement made in relation to SRV funding opportunities.</p>

### ACTION: 3.2.3 Ensure that the Seven Creeks Master Plan is used as a reference document in the Euroa Growth Strategy

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	60%		<p>The Euroa Township Strategy has completed it's first stage of consultation on the issues and Opportunities Report and all information has been complied. A draft Strategy has been developed and in due course be presented to Council for discussion before being put out or comment. This project has been on hold as a result of the Inland rail project to ensure that indicative plans for the railway precinct can be included to assist with any future additional funding applications which may be required. This has since progressed and is having some fine tuning and is nearing the second phase of consultation.</p>


### ACTION: 3.2.4 Prioritise and implement the outcomes of the Community Pools Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	80%		<p>The Strathbogie Community Pools Strategy 2019-2029 was adopted by Council at the April 2019 Ordinary Council meeting.</p> <p>Implementation of actions will continue over the life of the Strategy.</p>


**ACTION: 3.2.5 In partnership with the community support the priorities of the Nagambie Recreation Reserve Master Plan**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		Renovations of the Nagambie Pavilion have commenced. Irrigation system is to be retendered.

**ACTION: 3.2.6 Work with Friendlies Reserve Committee of Management to identify future funding models for upgrades**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	75%		Work has commenced on renovation of the oval to be completed this calendar year. Other opportunities to be discussed and agreed.

**ACTION: 3.2.7 Seek Stage 2 funding for Stage 2 boardwalk Seven Creeks Park**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	100%		Stage One has been finalised. Budget was allocated for Stage 2 in the 2019/2020 budget. Works to be completed this calendar year.


## GOAL: 4 To support and drive economic development

### STRATEGY: 4.1 Promote and support local business and produce

#### ACTION: 4.1.1 Encourage local produce sales in towns throughout the Shire


Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		<p>The development of the Food, Fibre and Flowers brochure has initiated this process. With the appointment of an Economic Development and Projects Officer in July, this action will be further explored in the Economic Development Mast Plan. Research is also being done on the advent of Agri-Tourism and ways of leveraging this new and emerging market.</p> <p>The review of the Economic Masterplan is still underway, no further progress has been made on this action at this time.</p>

#### ACTION: 4.1.2 Develop a Digital Business Transformation Strategy


Position(s)	Target Date	% Complete	Status	Comments
Manager Digital Innovation and Technology	30-Jun-2019	%		Information and Communication Technology Strategy will provide input and direction into Digital Business Transformation Strategy

### STRATEGY: 4.2 Support tourism and business development


#### ACTION: 4.2.1 Develop options to facilitate camping at appropriate locations within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2019	75%		Paper outlining issues to be addressed in allowing camping to occur almost complete . Discussion to then occur

**ACTION: 4.2.2 Partner with business groups to develop support programs**

Position(s)	Target Date	% Complete	Status	Comments
				With the appointment of an Economic Development and Projects Officer in July, one of their first objectives was to generate interest and support in reinstating Business Enterprise Euroa (BEE). This was achieved in September 2018, and BEE have reformed and are currently in the process of becoming a Chamber of Commerce Work is also being done with them to encourage and build a new membership base, and discuss options for support programs that me be needed.
Manager Arts Culture and Economy	30-Jun-2019	60%		<p>The next phase will be to review business groups in other towns within the Shire to see what assistance may be required and what programs may need to be supported or developed.</p> <p>Further liaison with the two active business groups is being undertaken by the Economic Development Officer.</p> <p>Report has been developed to a funding support model for business groups within the Shire. economic Development Officer is working with the Business Community in Violet Town to develop a group there.</p>


**ACTION: 4.2.3 Promote Graytown and other smaller communities through an increased presence on the Stathbogie Shire website and the investigation of interpretive signs and historical information**

Position(s)	Target Date	% Complete	Status	Comments
				Working group commenced to discuss new website and content. Investigation into Interpretive signs not commenced.
				Signage policy is currently being developed which may assist with the second part of action.
Manager Arts Culture and Economy	30-Jun-2021	30%		Graytown was recognised as one of the identified blackspot areas within the Shire which may assist with providing Tourism Infrastructure. The development of a Strathbogie Shire Tourism App may also assist in the promotion of Graytown and other smaller communities.
				Graytown was recognised as a priority area in the latest funding round for mobile blackspot areas. Some work is also being done in regards to including information about Graytown and other smaller communities in the new Tourism App and in the new Official Visitors Guide.


**ACTION: 4.2.4 Seek funding and support from Federal and State Governments to implement Nagambie Infrastructure Development Business Case**

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	80%		Funding of \$350,000 was successful for the Boardwalk project behind the commercial premises on the lake.


**ACTION: 4.2.5 Develop Communications Plan for events in the Shire**

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	100%		"What's on" program is being used as the comms plan for events which is updated monthly on social media and Website. Posters are also updated and put around townships. At the June Ordinary Meeting of Council the draft Communications and Engagement Plan was endorsed by Council to go out for public comment (closing 17 July 2019).

#### ACTION: 4.2.6 Develop a Policy on town entry and roadside signage

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2019	100%		The Boundary, Town Entry and District Signage Policy has been approved by Council on the 18th June 2019.


#### ACTION: 4.2.7 Assess options for involvement in regional tourism

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2019	55%		<p>Currently working with Goulburn Valley Regional Tourism (GRVT) to further develop opportunities to showcase both Strathbogie Shire and the broader region. Also developing some training opportunities with them for volunteers at the Visitor Information Centres and for those who undertake events within the Shire</p> <p>The Manager Arts, Culture and Economy, recently attended a conference in Bendigo relating to Regional Tourism which was very informative. The same officer along with the Mayor and CEO attend the Victorian Tourism Industry Council (VTIC) forum where Regional Tourism was highlighted and talks by both Visit Victoria and Tourism Australia were given.</p> <p>Have been working with Go Nagambie on potential opportunities. Will also continue working with the other Shires of Mitchell and Murrindindi after the demise of GRVT to assess regional opportunities</p> <p>Have applied for Nagambie Visitor Information Centre to be an accredited information centre and submitted all required supporting documents.</p> <p>Currently have an Economic Profile being developed by Urban Enterprise in relation to what impact the GoFish event had for both Nagambie and Strathbogie Shire overall. Once again involved with GRVT in participating in the Good Food and Wine Show in Melbourne in order to promote the region</p>




### **STRATEGY: 4.3 Provide innovative and sustainable land use planning**


#### **ACTION: 4.3.1 Review rural land strategy and have these outcomes included into the Municipal Strategic Statement**

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2020	%		The Rural Land Use study is highlighted as a high priority within the Strathbogie Planning Scheme Review Report (2019) which is yet to be adopted by Council's Planning Committee - anticipated adoption date July 2019. Upon adoption of this report, we can proceed to scope out this project and upon completion the strategy can for a reference document within the Planning Scheme and actions identified for implementation.

#### **ACTION: 4.3.2 Review, in conjunction with the community, to identify options for Cowslip Street, Violet Town - foot[paths, roads, and kerb and channel works, similar to works identified for Bank Street, Avenel**

Position(s)	Target Date	% Complete	Status	Comments
				Conducted research into the Violet Town Development Plan (2010), which was conducted by Council and Planning Consultants.
				Reviewed all supporting documentation (e.g. Bicycle Walking Path Strategy)
Manager Infrastructure	30-Jun-2019	100%		Working with the Strategic Planner, initial community consultation on the streetscape has been undertaken.
				Discussion have taken place between VTAG, Rural Roads Victoria and Council in May that have identified options for Cowslip Street. Within the next 6 months, Council shall be undertaking the respective data collection and preparing concept designs for community input.

### **ACTION: 4.3.3 Incorporate Gaming Policy Statement into the Planning Scheme**

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	95%		Gaming Policy Statement, Planning Scheme Amendment C78 has been approved by the Minister. Awaiting final gazettal. The Department of Environment, Land, Water and Planning have recently requested that a further report with Council formal endorsement must be submitted to the Department to indicate the Gaming Authority had no objections to the amendment. Council officers are negotiating with the Department to set aside this requirement, as it has no effect on the actual proposed amendment.


### **STRATEGY: 4.4 Attract new residents**

#### **ACTION: 4.4.1 Promote a rating package to attract new residents to the Strathbogie Shire**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Review planned for 2019/20.

### **STRATEGY: 4.5 Grow investment and employment opportunities**

#### **ACTION: 4.5.1 Review, update and resource the Economic Development Master Plan and implement priority actions**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	70%		EDMP review almost complete, discussions held with Council to get feedback

## GOAL: 5 To be a high performing Shire


### *STRATEGY: 5.1 To proactively develop and deliver quality services that achieve high customer satisfaction*

**ACTION: 5.1.1** Continue to enhance customer experiences through ongoing development of customer relationship management system


Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	80%		The new customer relationship management system is being utilised internally by staff for customer request tracking. The customer service portals/external request tracking has been delayed by unforeseen issues with the software and privacy requirements. However, the commencement of the external application is envisaged early July.

### *STRATEGY: 5.2 Continue to focus on operational efficiencies*

**ACTION: 5.2.1** Continue the service plan process to assist decision making and identify service enhancements

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	75%		Workforce Strategy Stage 3 update and Service Plans will follow.

**ACTION: 5.2.2** Continue to explore opportunities through the Shared Services Alliance (Goulburn Valley Regional Collaborative Alliance)

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	100%		The alliance's new governance structure is based on project by project submitted by relevant officers for approval by the Board. Current projects include; disaster recovery, procurement, Goulburn Valley Funding Finder and involvement in the "Development Hearings Panel" at Shepparton. In addition, Strathbogie Shire is exploring shared services options with neighbouring Councils, e.g. ICT shared platforms.


**ACTION: 5.2.3 Corporate Planning - Conduct an organisation wide cultural change / innovation program that promotes a "can do philosophy", continuous improvement processes, culture of collaboration and a willingness to embrace positive change**

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	80%		Community Satisfaction Survey has been conducted by the State Government and Customer Service top scored at 75 which is above the State Average and Small Councils Grouping. Overall the scores for most areas improved.

**ACTION: 5.2.4 Prioritise outcomes of ICT strategy**


Position(s)	Target Date	% Complete	Status	Comments
Manager Digital Innovation and Technology	30-Jun-2019	95%		ICT strategy has been drafted, looking to present to Council meeting in August for adoption.

**ACTION: 5.2.5 Link results of Community Satisfaction Survey to Council Plan actions**

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	100%		The community satisfaction survey has been conducted, whilst only a small part of the community surveyed (400) will act a basis when dealing with actions under the Council Plan, for example customer service and responding to the community in a timely manner, project working groups that include senior staff, regular reporting back to council on activities, zero to one road program, reporting on advocacy activities.


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

**ACTION: 5.3.1 Review Procurement Policy and Guidelines**

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Procurement Policy was reviewed and endorsed by Council at its June 2018 Council meeting. Procurement Guidelines are to go to EMT, then to AOC and Council for approval. To be further reviewed early 2019/20

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

**ACTION: 5.4.1 Ensure strategies are developed in conjunction with key stakeholders on a regional basis**


Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	80%		Continued working relationships through the North East Local Government Network, Alliance and Mayors and CEO's meetings ensure when dealing with strategies such as waste, roads and better regions funds we develop them noting the regional importance. Currently reviewing the Hume Regional Strategy with Hume RDA. 11 of the 12 Councils have participate in Local Government Victoria's Transformational Program. The EoI has progressed to a full business case and so far 9 out of the 11 Councils have committed to the next stage.

**ACTION: 5.4.2 Promote open and transparent reporting of Council decision making including Know Your Council Data**


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Data for 2018/19 under preparation for publication early Oct/Nov 2019.

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

**ACTION: 5.5.1 Review Communications and Engagement Strategy in line with pending changes to Local Government Act**

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	85%		At the June Ordinary Meeting of Council the draft Communications and Engagement Plan was endorsed by Council to go out for public comment (closing 17 July 2019).

**ACTION: 5.5.2 Work with local business associations to develop a Shire-wide skills bank that values and recognises local knowledge**

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	10%		<p>This action is scheduled for 2019-2020. No action has been undertaken at this time.</p> <p>The Economic Development Officer is doing some work on developing a Local Procurement Policy which links in with this action item.</p> <p>No further developments at this time</p>

**ACTION: 5.5.3 Actively seek partnerships to achieve our Council Plan**

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	80%		<p>This is on going.</p>

**9.7.2 Strathbogie Shire Roads Advisory Committee  
- Minutes of Meeting Wednesday 10 April 2019**

**Author and Department**

Group Manager Community Assets / Community Assets 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's appointed Roads Advisory Committee met on 10 April 2019.

At that meeting the Committee was given updates from Regional Roads Victoria and Strathbogie Shire Officers on the progress of the 2018/2019 Capital Works program, an overview of proposed road projects in the draft 2019/2020 budget and an update on grant funding opportunities.

The minutes are attached for Council information

**RECOMMENDATION**

**That Council accept the minutes of the 10 April 2019 meeting of the Roads Advisory Committee.**

**Background**

The Roads Advisory Committee held a meeting on 10 April 2019.

The objectives of the Roads Advisory Committee are: -

- To advise Council on the development and review of policy and strategy relating to the road network;
- To advise Council on policy relating to the management of roadsides including footpaths; and
- To advise Council on potential advocacy priorities regarding road safety issues and initiatives of community benefit.

The agenda items discussed at the 10 April 2019 meeting included:

- Introduction of Manager Operations;
- Resignation of Cr Thomson and Replacement Councillor Appointment Update;
- Review of Terms of Reference and Duty Statement;
- Strathbogie Shire Update;
- VicRoads Update;
- Grant Funding Opportunities and Updates; and
- General business

9.7.2 Strathbogie Shire Roads Advisory Committee  
- Minutes of Meeting Wednesday 10 April 2019 (cont.)

**Alternative Options**

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

**Risk Management**

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

**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 committee will continue to examine roads related matters and provide recommendations to Council for the Community's benefit.

**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, other than those identified elsewhere in the report.

**Consultation**

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

**Attachments**

- Minutes Roads Advisory Committee – 10/04/2019



## **Strathbogie Shire Roads Advisory Committee Minutes**

Community Conference Centre, Euroa Civic Centre  
10 April 2019

### **Present:**

Strathbogie Shire Council

- Cr Graeme Williams (Chair)
- Jeff Saker, Group Manager Community Assets
- John Canny, Manager Operations
- Uwe Paffrath, Manager Infrastructure

Community Representatives

- Mr John Dunn
- Mr Craig Hahnel
- Mr Paul Swan

### **Apologies:**

- Mr Steve McCallum, Manager Operations, VicRoads North Eastern
- Ms Rebecca Steer, Manager Planning, VicRoads North Eastern

#### **1. Welcome and Apologies**

- Cr Williams welcomed members to the meeting and noted the apology from Rebecca Steer and Steve McCallum from Regional Roads Victoria.

#### **2. Introduction – John Canny operations**

- Cr Williams introduced John Canny, Manager Operations to the group. John provided an overview of his experience and his willingness to work with the Committee.

#### **3. Resignation of Cr Alistair Thomson & Replacement Councillor Appointment Update**

- JS advised the members that Cr Thomson had resigned from the Committee and that a report was being considered by Council on 16 April 2019 to appoint a replacement Council representative.

#### **4. Review of Terms of Reference and Duty Statement**

- JS advised that Council had requested a change to the Committee's Charter and Duty Statement which included replacing the second dot point under the "Objectives of the Committee from "To advise Council on policy relating to the management of roadsides" with "To advise Council on policy relating to the management of roadsides including footpaths".

Moved: C. Hahnel

Seconded: P. Swan

Carried unanimously.

## **5. Strathbogie Shire Update**

- UP provided an update on Council's delivery of its 2018/2019 Capital Works program and provided an overview of projects to be included for consideration in the draft 2019/2020 Capital Program.
- It was agreed that the Committee would inspect Euroa projects during the next meeting and that times would also be made to inspect other projects across the Shire.
- JC gave an update on Council's grading program which has been delayed due to water shortages.
- JC provided an overview of the proposed 2018/2019 line marking program.

## **6. Regional Roads Victoria Update**

- JS read out the update provided by VicRoads which included the recent announcement that VicRoads and Public Transport Victoria will combine into the Department of Transport as of 1 July 2019. The objective for this merge is for efficiency and improved coordination of planning, managing and maintaining a modern and integrated transport network.
- It also advised of the appointment of Steve Bowmaker as new Regional Director and that Steve and the leadership team had caught up with Strathbogie Shire on 8 April 2019 and that he is increasing his awareness of the challenges for Council on road matters.

## **7. Grant Funding Opportunities and Updates**

- Fixing Country Roads:
  - o UP gave an update on the success of applications to Round 1 of the Fixing Country Roads program.
  - o UP also listed the projects that have been submitted to Round 2 for consideration.
  - o It is anticipated that an announcement on successful applications will be made within the next few weeks.
- Black Spot Funding Update provided by UP
- R2R update provided by UP

## **8. General Business**

- There was discussion regarding the recent accident at the intersection of Nagambie-Locksley Road/McDonald Road and options to improve safety;
- A request was to alter the green sign on Clifton Street that indicates "Euroa Tip Road" to a smaller street sign to improve the amenity of the entrance to the town;
- It was suggested that Officers inspect the Violet Town bore to determine if it can assist in water supply to support the grading program;
- JD advised of some thoughts of what is required to be considered to be addressed before a design for the new (ARTC) rail overpass is considered in detail.

## **9. Next Meeting – TBA**

## **10. Close of Meeting**

- Cr Williams closed the meeting at 6.15pm.

### **9.7.3 Council Policy** **- Consideration of Draft Firearms Policy and Procedures**

#### **Author and Department**

Group Manager Community Assets / Community Assets 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 previously reviewed its Firearms Policy on 22 October 2013. This review is in accordance with the timeframe.

The review has included Procedures for the use of Firearms and is presented to Council for consideration.

#### **RECOMMENDATION**

**That Council adopts the draft Firearms Policy and Procedures document as attached to this report.**

#### **Background**

Council adopted its current Firearms Policy on 22 October 2013.

A review of the policy has been conducted with the following changes being made and recommended to Council for consideration:

- The revised draft Policy has been reformatted to the current Council "Committee Charter" template
- The revised draft describes the purpose of the policy to confirm the procedures around the storage, maintenance and use of firearms by Council Officers, including Council contractors
- The draft now includes procedures for the use of firearms by Council Officers or Council Contractors in Strathbogie Shire. It also includes relevant templates for users to complete following the use of a firearm.

The draft Policy and Procedures document has been discussed with Council's Insurers and Victoria Police who have both communicated that they are satisfied that the document is in compliance with the *Firearms Act, 1996*.

#### **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.

9.7.3 Council Policy  
- Consideration of Draft Firearms Policy and Procedures (cont.)

This draft policy has been commented on by Council's Insurers who noted endorsement of the numerous references to the requirement for current licensing and respective training, as well as the use/storage in line with the *Firearms Act, 1996*.

They also recommended a requirement that in the event that the vehicle storing the firearm was stolen, that it is immediately reported to Police.

This has been included in the draft Policy and discussed with Victoria Police.

The Insurers also confirmed that the use of firearms by Rangers/Animal Control Officers is a typical activity of a local Council, and so long as *reasonable measures* are in place (as described above), Council is provided with coverage under the LMI Policy (subject to policy terms of course).

**Strategic Links – policy implications and relevance to Council Plan**

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community other than those described elsewhere in this report. It is also in accordance with the *Prevention of Cruelty to Animals Act, 1986*.

**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.

9.7.3 Council Policy  
- Consideration of Draft Firearms Policy and Procedures (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, other than those identified.

**Consultation**

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

However, the draft policy has been commented on by Council's Insurers and with Victoria Police who have both confirmed that they are satisfied that the draft document complies with the *Firearms Act, 1996*.

**Attachments**

- Draft Firearms Policy and Procedures



# FIREARMS POLICY AND PROCEDURES

CEO DIRECTIVE	
Effective Date:	17/12/2007
Last Review:	October 2013
Current Review:	June 2019
Adopted by Council:	
Next Review Date:	March 2022
Responsible Officer	Team Leader Building, Health and Compliance Services

## POLICY

The purpose of this Policy is to confirm the procedures around the storage, maintenance and use of firearms by Council Officers (includes contractors).

It is Council's responsibility to ensure that the use of firearms by Council officers in the course of discharging their duties is compliant with the *Firearms Act 1996*.

In the course of discharging their duties, Local Laws Rangers sometimes need to oversee the destruction of animals including those that are seriously injured, sick or in situations where the behaviour of an animal poses a risk to the safety of the public or staff.

This Policy provides that firearms may only be carried and used for Council related purposes by Council officers that are permitted to use a firearm in accordance with the *Firearms Act 1996* and other related legislation including the *Prevention of Cruelty to Animals Act 1986* and have been authorised to carry and use a firearm by the Chief Executive Officer.

Approval to carry and use a firearm while on Council duty and for Council related purposes will be on the basis of either a general approval permitting day to day carriage and use of firearms on Council related duties (**General Firearm User**) or an approval for specific use authorised on a case by case basis (**Specific Firearm User**).

## SCOPE

This Policy applies to Council employees or contractors who use or have access to firearms in the course of their Council duties.

## RESPONSIBILITIES

Group Managers, Managers and Team Leaders are responsible for ensuring their staff complies with the principles, practices and any associated procedures of this Policy.

Management, employees, contractors and volunteers are to be familiar with, and competent in, the application of this Policy and are accountable for the delivery of this directive within their areas of responsibility.

Adherence to this Policy will be overseen by the Team Leader Building, Health and Compliance Services Department, with any associated procedures implemented by the Team Leader Building, Health and Compliance. Management and employees are to be familiar with, and competent in, the application of this Policy, and are accountable for the delivery of that directive within their areas of responsibility.

The Building, Health and Compliance Services Department is the owner of this Policy. Any reviews of this Policy must be made in consultation with the Team Leader Building, Health and Compliance Services and presented to EMT for endorsement prior to being submitted to Council for consideration.



## LEGISLATIVE REQUIREMENTS

The use of firearms in Victoria is governed by the *Firearms Act 1996* (the Act) and associated regulations. The provisions of the Act apply to all Council firearm activities including the possession, storage, carriage and use of firearms.

## DEFINITION

In accordance with the *Firearms Act 1996*, the term 'firearm', for the purposes of this Policy is:

- A device which is:
  - designed or adapted, or is capable of being modified, to discharge shot or a bullet or other missile by the expansion of gases produced in the device by the ignition of strongly combustible materials or by compressed air or other gases, whether stored in the device in pressurised containers or produced in the device by mechanical means
  - a captive bolt humane killer

## REVIEW DATE

This Policy and its procedures are to be reviewed by 31 March 2022 unless there are changes to relevant legislation that necessitate an earlier review.

**This Strathbogie Shire Firearms Policy and Procedures** is made on behalf of Strathbogie Shire Council by its Chief Executive Officer under the authority of the Instrument of Delegation.

## SIGNED by NAME

*Chief Executive Officer of the Strathbogie Shire Council*

.....

Dated: .....

## **PROCEDURES**

### **1. APPROVED USERS**

#### **1.1 Eligibility and Approval Process**

Council officers must meet the following criteria prior to be considered for authorisation as a General Firearm User or a Specific Firearm User:

- Hold a current Class A and B Victorian Firearms Licence
- Have the means to carry a firearm in accordance with the Act.

The Chief Executive Officer may appoint Council Officers as either a General Firearm User or a Specific Firearm User to enable Council to meet its legislative obligations. Prior to being authorised as either a General Firearms User or a Specific Firearms User, the Council Officer must:

- Provide a copy of a Victorian current firearms licence
- Provide copies of firearm registration in their name for rifles of the appropriate calibre
- Demonstrate that they can store and transport firearms in accordance with the Act by providing evidence that they have access to firearm container that meets the requirements of the Act.

The Team Leader Building Health and Compliance Services has the responsibility of maintaining a register of all General Firearms Users and Specific Firearms Users together with details of their licences, and relevant firearms registrations. The register is to be reviewed annually in February.

#### **1.2 Lapse of Approval**

A Council Officers authorisation as a General Firearms User or a Specific Firearms User will lapse if any of the following occurs:

- the Officer's Victorian Firearms Licence lapses;
- the Officer is subject to a court order or injunction prohibiting the ownership or use of a firearm;
- the Officer ceases to be a Council employee; or
- the Chief Executive Officer at his/her sole discretion decides that Council does not require the Officer to be a General Firearms User or a Specific Firearm User.

#### **1.3 Use of Firearm**

Firearms will only be used for legitimate purposes such as the humane destruction of animals or in circumstances that require the removal of an animal and no other reasonable options are available.

Approved Officers are empowered to act decisively in a responsible manner when faced with any impending threat relating to animal capture, safety, removal or welfare of animals.

It is the responsibility of the Officer to ensure safe work practices are carried out in accordance with the *Firearms Act 1996*, and having regard to the safety of the officer and the general public, including the use of appropriate personal protective equipment and/or measures required for the safe discharge of firearms.

Firearms must be removed from the locked gun store in the vehicle, immediately used and then returned to the locked gun store in the vehicle.

Within two (2) hours of a firearm being discharged the officer will record the following details on the "Discharging a Firearm" Form:

- Officer's name
- Date
- Weapon identification (serial number)
- Location of premises upon which firearm was discharged
- Reason for discharge
- People contacted prior to discharge
- Details of any approvals received prior to use
- Reason for use
- Site conditions at the time
- Any instructions issued with the destruction of the animal
- Current storage location of the firearm that was discharged.
- Number of shots fired
- Appropriate maintenance following use

The completed Discharging a Firearm Form must be given to the Team Leader, Building Health and Compliance Services and be saved in InfoWISE within two (2) working days of the firearm being discharged.

#### **1.4 Training**

All authorised officers will be trained in the Humane Destruction of Animals to the satisfaction of the Executive Management Team. Training is to be renewed every two (2) years for all authorised officers.

#### **1.5 Storage**

All firearms in the possession of or issued to staff must be stored in accordance with the *Firearms Act 1996* and regulations, which determine the correct methods of storage for both firearms and ammunition.

Council does not provide facilities for the over night storage of firearms in Council buildings.

Lockable steel boxes are bolted into Ranger's vehicle are provided for firearm storage and must be used at all times. Any cartridge ammunition for the firearm must be stored in a locked container separate from the receptacle in which the firearm must be stored.

Firearms must be maintained in accordance with manufacturer recommendations and be available for immediate inspection if required by the CEO or a member of Victoria Police.

Within 24 hours of the completion of firearm maintenance, the office will record the details of the following information on a Firearm Maintenance Form:

- Officers Name
- Date
- Details of weapon
- Reason for maintenance
- Confirm maintenance carried out in accordance with manufacturer's requirement.

The completed Firearm Maintenance Form must be given to the Team Leader, Building Health and Compliance Services and be saved in InfoWISE within two (2) working days of receipt.

### **1.5 Security of Vehicles**

Vehicles and firearms storage boxes must be locked at all times when no one is present and in charge of the vehicle in accordance with the *Firearms Act 1996*.

In the event that the vehicle in which a firearm is stored is stolen, or the firearm or ammunition is stolen, the person in charge of the firearm and vehicle must immediately report the theft (including all details of the vehicle, firearm and ammunition) to the Police. A copy of the relevant Police Report must also be saved on file for future reference.

### **1.6 Alternate Storage of Firearms**

If a vehicle is unused for any length of time such as annual leave, long service leave, and sick leave or if a firearm will not be required for an extended period, the firearm is to be removed from the vehicle and stored in an alternative firearms locker approved by the Chief Executive Officer.

### **1.7 Penalty**

Penalties apply under the *Firearms Act 1996* for incorrect storage and use of firearms. It is therefore imperative that all Council staff and contractors authorised to carry and use a firearm comply with these procedures.

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

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

### **1.9 Attachments**

- Discharging a Firearms Form
- Maintenance Form

### ***Discharging a Firearm Form***

This form must be completed when a firearm is discharged.

**Officer:** \_\_\_\_\_ **Date discharged:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Time firearm was discharged: \_\_\_\_:\_\_\_\_ am / pm

**Location:** \_\_\_\_\_  
**Street/Road:** \_\_\_\_\_  
**Township/Locality:** \_\_\_\_\_

**Reason for the discharge of firearm:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Number of Shots Fired:** \_\_\_\_\_  
**Serial number of firearm discharged:** \_\_\_\_\_

**Site conditions at time of discharge:**

\_\_\_\_\_  
\_\_\_\_\_

**Prior Approval / Notification:** Yes / No (please circle)

**Approval given by:** Name and Agency

\_\_\_\_\_

**Date of approval/notification:**

\_\_\_\_\_

**Was the firearm used at the request of another person or authority?  
(eg VicPol, DELWP, CFA, SES etc)?:**

Yes / No (please circle)

**Contact Details:**

Name:

Authority/Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Contact phone number(s):

\_\_\_\_\_

**Officer signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

***Firearm Maintenance Form***

This form must be completed upon the completion of firearm maintenance.

**Officer** : \_\_\_\_\_

**Location:** \_\_\_\_\_

Street/Road: \_\_\_\_\_

Township/Locality: \_\_\_\_\_

**Reason for Maintenance:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Was the firearm maintained in accordance with the manufacturer's recommendations:**

**Yes / No (please circle)**

<b>Officer Name</b>	
<b>Officer Signature</b>	
<b>Date</b>	

#### **9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa**

##### **Author and Department**

Group Manager, Community Assets / Community Assets Directorate

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

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

##### **Summary**

A key strategy of the Strathbogie Shire's Council Plan 2017 – 2012 is to:

*"Work with the community to implement provision of dog's off leash areas."*

This report provides the results of the community consultation process and seeks Council endorsement of a preferred location of a Dogs Off Leash area in Euroa and that further investigation is completed on a preferred site in Nagambie.

##### **RECOMMENDATION**

##### ***That Council:***

- 1. Note the results of the community engagement process and community feedback regarding the investigation of potential locations and requirements for a dogs off leash area in Euroa and Nagambie;**
- 2. Note the findings of the Strathbogie Shire Council Dog Off Leash Area Suitability Assessment, May 2019;**
- 3. Endorse the area adjacent to the Euroa Showgrounds and Euroa Kennel Club as a preferred location for a Dogs Off Leash area in Euroa;**
- 4. Delegate the Group Manager Community Assets to negotiate and enter into an agreement with the Euroa Agricultural Society Inc. for the use of part of their land to be included in the proposed Dogs Off Leash area;**
- 5. Subject to an agreement being entered into, approve the expenditure of Council funds for relevant infrastructure as described In this report; and**
- 6. Receive a report at a future Council meeting regarding a potential site for a Dogs Off Leash area in Nagambie.**

#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

##### **Background**

A key strategy of the Strathbogie Shire's Council Plan 2017 – 2012 is to:

*“Work with the community to implement provision of dogs off leash areas.”*

Dogs Off-Leash Areas have become a recognised amenity catering for the health and wellbeing of both dogs and their owners. When properly established and managed, Off-Leash Areas represent a valuable asset providing physical and mental health to the community derived from physical exercise, social interaction and pet kinship.

Strathbogie Shire recognises the importance of amenities such as these and aims to establish them against a consistent set of principles and manage them in a safe and environmentally sustainable manner.

The provision of an off leash area provides the following benefits for dogs:

- Physical and mental exercise for dogs - provide opportunities where dogs can get physical and mental exercise. Well exercised dogs are less likely to behave in a destructive or annoying way such as excessive barking.
- Socialisation for dogs - provide opportunities for dogs to have frequent interaction with other dogs and people. Dogs that are well socialised and exercised are healthier and happier as well as less likely to be aggressive.
- Safe environment for dogs to play - provide a secure environment where dog owners can exercise their dogs off-leash and not encounter cars, bikes and other obstacles. Dog parks can provide an outlet for natural dog behaviours such as running, chasing, playing and barking with the result that the dog is less likely to engage in such nuisance behaviour at home.

The provision of an off leash area provides the following benefits for dog owners:

- Outlet for dog owners to socialise - provide a public space where dog owners can interact with each other and form community bonds. It has been established that pets act as a lubricant for social contact and pet owners are more likely to exchange favours with neighbours, to be involved in community issues and to have higher levels of social capital. There is evidence that some dog park users have established face book sites for their parks in other municipalities.
- Seniors and disabled owners have an accessible place to exercise their dogs - provide people with limited access, such as the elderly and disabled, with opportunities to exercise their dog and provide ongoing social contact.
- Places for people to connect - provide a space where dog owners can feel connected with other community members improving their mental and emotional health.



#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

The provision of an off leash area provides the following benefits for the community:

- Responsible dog ownership - reduce the likelihood of conflict with other users of open space through dog owners letting their dogs off-leash in other recreational areas, and provide opportunities to educate dog owners about animal health and welfare.
- Affordable recreation option - A trip to the Off-Leash Area is a free, outdoor activity where the family can take both their children and their pet.
- Resting place for travelling community - provide a safe resting spot for those owners travelling with their pets, pet friendly holidays.

In May 2018, Council received a petition with 51 signatories for the consideration of a “fenced off leash dog park in Euroa”. During a previous “Pick a Project” process, a submission was developed by a local community member seeking to establish an “off leash dog park accessible from Apex walking track, Euroa”. At the time of receiving this submission, Council had not considered any potential sites and as such, the submission was queried and eventually not supported.

Following discussions with the local community member, it was determined that a preferred site be presented to Council for consideration and subject to support, undertake consultation with the community to determine preferred locations.

Following receipt of this petition, at the Ordinary Meeting on 16 October 2018 Council resolved to *“commence a community engagement process to investigate locations and requirements for Dogs Off Leash areas in Euroa and Nagambie”*.

Engagement was undertaken by inviting feedback and ideas via the MyStrathbogie Summer Bulletin, social media and advertising on our website. Engagement opportunities were as follows:

1. Bulletin article in the Summer bulletin that went to all households across the shire in December 2018;
2. Media release done on 7 November 2018 sent to all local media and put on website- picked up by the Gazette; and
3. Posted forum on social media on five (5) different occasions throughout the engagement period, with significant reach and engagement .
- 4.

Feedback also reached Council via:

- Mail or email
- Council’s OurSay Forum
- Social media on Council’s Facebook page

Feedback was collated for the period between 2 November 2018 to 31 January 2019, with one late response received on 27 February 2019.

Approximately 10% of visitors to OurSay forum provided comments or voted (20) and Council received eight (8) separate letters/emails.

#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

Apart from the suggested locations, other additional locations and views were also expressed. Social media conversations included:

- Somewhere near Nagambie Lake/Goulburn River
- Concern over proximity to Public places, especially if people are afraid of dogs
- Concern over people picking up after their dog.

As a rough guide, responses were collated as follows:

<i>Idea</i>	<i>Yes/Likes</i>	<i>No</i>	<i>Comment</i>
Charles Kemp Park	2	1	Strong opposition received
Parkland opposite Parker Street, Euro	8		
Apex Track, Euroa	3		
Euroa Showgrounds	12		Showground Committee – requires consultation
Other locations suggested			
Euroa - Land at Rear of Youth Club	3		
Euroa – Memorial Oval near “Young Leo’s” sign)	2		
Near Euroa Railway Station	1		
Nagambie Parkland near Lake	6		
Nagambie – Old Apex Park next to Railway	6		
No to parkland	7		
No to Lions Park Euroa	5		
No Dog Off-Leash Area at all	3		

#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

Following receipt of the submissions and feedback, Council Officers prepared the draft *Strathbogrie Shire Council Dog Off Leash Area Suitability Assessment, May 2019* and discussed the report and its findings with Council on 11 June 2019.

During the assessment, Officers identified the Euroa Kennel Club and Euroa Pool as other potential sites. These sites have been included in the Assessment report.

This document assessed all identified sites against the following criteria:

- Location
- Space/size
- Site Features
- Environmental Considerations
- Access and parking
- Adjacent activities
- Existing Infrastructure

As a result of the initial assessment, Officers suggested for Council consideration that the following seven (7) sites, not in any priority order and as identified during the consultation, be considered further as a potential site(s) in Strathbogrie:

1. Parkland Opposite Parker Street, Euroa
2. Euroa Showgrounds
3. 24A Brock Street, Euroa
4. Parkland near Memorial Oval, Euroa
5. Leased Railway Land near Nagambie Railway Station
6. Euroa Kennel Club
7. Euroa Pool

Following the briefing, discussion has been held with a representative from the Euroa Showgrounds Committee of Management regarding the potential to utilise part of the Euroa Showgrounds as a “dogs off leash” area.

The discussion was extremely positive with the representative advising that the COM would not have an issue with the proposal subject to the following:

- Council enter into an agreement with the Euroa Agriculture Society Inc. for the use of an agreed area for the purposes of providing a “dogs off leash” area;
- Council to fence off the area from the cattle pavilion to toilet block, which would segregate the dogs off leash area from the general Showgrounds area. This would allow general 24/7 access for dog walkers;
- Council commit to cleaning toilets and providing / servicing a number of bins to cater for dog users and their litter (including provision of “dog poo bags”); and
- Council indemnifies the Euroa Agriculture Society Inc. against any liability as a result of public use of the proposed “dogs off leash” area.

#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

Initial discussions have also occurred with a representative from the Euroa Kennel Club. These discussions were also positive with the representative advising that the Club would not have any concerns with the proposal and suggested that a number of existing steel uprights be removed for safety purposes.

The Club also accepted an invitation to be involved in the final wording of the signage to be installed at the entrance to the proposed off leash area.

Regarding a proposed location in Nagambie, it is recommended that further investigation and consultation be completed on a number of potential sites and that a report is presented to Council for consideration at a future Council meeting.

##### **Alternative Options**

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

##### **Risk Management**

This addresses the question around liability if there is a dog attacking dog or dog attacking person scenario.

Council as occupier will have a duty of care to those using the park. The test is whether the Council has acted reasonably. Therefore, it was recommended that Council undertake a "suitability assessment" and "risk assessment" and put in place appropriate measures (if the park is determined to be suitable for off leash) to help demonstrate it has acted reasonably.

The suitability assessment considered the suitability of the location including criteria such as size, location of playgrounds, playing fields, bike paths, roads etc. This has been completed and presented to Council.

If it is considered the park may be suitable for off leash, it was recommended Council then undertakes a risk assessment to determine what measures may need to be put in place. This is likely to include things such as signage at entrances to the park advising of areas that are off leash, where dogs cannot be off leash etc. It is recommended there be signs installed at the entrances to any off leash area.

The person that owns or is walking the dog will be responsible for keeping the dog under effective control, whether it is off leash or on leash. Therefore, where a dog attacks someone or another dog it would be the owner that is responsible. However, there remains a risk of liability if Council has not acted reasonably in determining whether a park is suitable for off leash and then putting in place appropriate measures around this. This has been considered with a recommendation that the installation of appropriate signage and fencing be considered.

Another measure that may be taken is to warn users of adjacent land and pathways that if they are entering into an area where dogs are permitted off leash, they can be on the lookout for dogs that may stray onto the path.

#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

As a result of the risk assessment, the following is to be considered when designing appropriate signage:

- All visitors use the park at their own risk.
- State the hours of the park.
- Warn users and others that it is an off-leash park.
- All dogs must wear a collar and current Council Registration tags
- All dogs must be fully supervised and be under effective voice control
- Dogs must be on a leash outside the dog park
- Puppies under four month's old and aggressive dogs should not use the park.
- No food or glass containers are allowed.
- Owners must clean up after their dog and properly dispose of waste.
- Remind dog owners of their responsibility to keep their animal under control at all times.
- If a dog digs a hole, the owner is responsible for filling it prior to their departure.
- Limit the number of dogs per person to two.
- Professional dog walkers cannot enter the park with more than two dogs.

During the risk assessment, the following was also considered:

- The park should be physically separate from the general public.
- The Shire must conduct inspections to monitor the use of the off-leash dog park.
- Remove or repair hazards as soon as they are reported.
- Ensure that there are waste receptacles placed around the park.
- Instruct owners that their pets must be licensed and have up to date vaccinations.
- Consider working with a dog group in the community. Members are likely to be regular visitors to the off-leash dog park and will have a vested interest in its upkeep. Ask them to be vigilant in reporting misbehaviour, aggression or irresponsibility on behalf of dogs and/or their owners.
- Inspect the park on a regular basis. There have been several cases recently where poison has been left around parks and dogs have ingested toxic material.

In addition, the rules should also be posted on Council's website and signs installed at and around the park.

#### **Strategic Links – policy implications and relevance to Council Plan**

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

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

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

#### 9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

##### **Financial / Budgetary Implications**

The author of this report considers that the recommendation has capital and recurrent budget considerations.

In the event that Council endorses the use of an agreed section of the Euroa Showgrounds, there would be an investment required by Council in establishing and maintaining a Dog Off-Leash area at this location. The following costs are estimates only:

- Installation of approximately 100 metres of 1.8m cyclone fence – \$5,400
- Installation of one dog/pedestrian gate - \$750
- Installation of a “Dog Bag Dispenser” (\$500) and annual servicing - \$150
- Provision and weekly servicing of two litter bins - \$500 per annum
- Weekly cleaning of toilet block - \$5000 per annum
- Planting and seating – TBA
- Water – installation of drinking vessels - \$500
- Development and installation of appropriate signage - \$1000

##### **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 provision or non-provision of a Dog Off Leash area will have significant impacts both the dog owners and non-dog owners within Strathbogie.

##### **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, other than those identified.

##### **Consultation**

A community engagement process was conducted between 2 November 2018 and 31 January 2019.

Initial consultation has occurred with a representative from the Euroa Showgrounds / Euroa Agricultural Society and the Euroa Kennel Club with in principle support given by both.

9.7.4 Consideration of a Proposed Dogs Off Leash Area in Euroa (cont.)

This matter will require Council consideration and subject to a site preference(s) being agreed to, further community consultation may potentially be required.

**Tabled / Appended Report**

- Draft Strathbogie Shire Council Dog Off Leash Area Suitability Assessment, May 2019

### **9.7.5 Nagambie Senior Citizens Club – Licence Agreement**

#### **Author & Department**

Group Manager, Corporate and Community / Corporate and Community Department

#### **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**

- Nagambie Senior Citizens Club have a Licence (dated 2005) from Council to manage the facility which remains in force until Council resolves to vary or revoke it
- On 3<sup>Rd</sup> July 2019 , Council received advice that the entire Committee had resigned
- Council has been in discussions with Nagambie Health Care about development of a “Healthy Ageing Hub” on adjoining land
- Nagambie Health Care already operate out of the adjacent building which also contains Council’s Nagambie library
- There is a need for the Senior Citizens Club to assess their structure and operation following resignation of the Committee
- In the meantime there is a need for ongoing management of the facility to ensure that existing and future users retain access for their activities
- It is proposed to revoke the Licence agreement and engage Nagambie Health Care to manage the facility

#### **RECOMMENDATION**

1. **That, in accordance with Clause 4.18 b) of the Licence Agreement, Council give 30 days notice to Nagambie Senior Citizens Club that it intends to revoke the Licence Agreement for management of the facility.**
2. **That the Group Manager-Corporate and Community, or delegate, be authorized to negotiate an arrangement with Nagambie Health Care to manage the facility, including the premises being available under reasonable and equitable terms (as is currently required under the licence agreement).**

#### **Background**

On 26 June 2018 Council resolved to work with Nagambie Health Care to further develop the concept of a Healthy Ageing Hub – allowing community access to aged care, supported living, home care and chronic disease assessment and self management services. This arrangement was to include Nagambie Health occupying premises previously occupied by Tristar Medical rent free for a period of 12 months, with future terms beyond that to be negotiated.



#### 9.7.5 Nagambie Senior Citizens Club – Licence Agreement (cont.)

Nagambie Health were to fund a concept plan for the site and Council will collaborate on funding applications which will assist in delivering on the agreed vision for the precinct. The parties were to assess the viability of a partnership between them and other levels of Government and potential investors to build further independent living units co located with the Vale Street units, and Council has withheld Lots 3 and 4 Carrick Crescent from sale until future plans for the precinct are finalised.

Part of the vision is to look at upgrade of the existing Senior Citizens and RSL facility.

On 3 July 2019, Council received advice that the entire Committee had resigned, which presents issues around the management of the facility and the status of the Senior Citizens Club.

There are two separate issues:

##### Structure/set up of the Senior Citizens Club

With the resignation of the Committee there has been a meeting of some members who have appointed an interim Secretary, and a meeting to form an interim Committee and set a date for an AGM has been set for 19 July. Once elected, there will be a need for that Committee to follow processes in accordance with the relevant legislation, primarily the Associations Incorporation Reform Act. There are mechanisms under the Act to progress matters but these would all take time to implement. Consumer Affairs Victoria would be able to assist this process.

##### Management of the facility

There are a range of users of the facility; for example, the Senior Citizens Club, line dancing, and the RSL occupy part of the premises, and ongoing use needs to be managed. There is a need for a body to do this and Nagambie Health Care have a presence in an adjacent building and also have the structure to be able to manage. It is proposed to negotiate with them to take on management of the facility. This would also allow for the Senior Citizens Club to focus on providing activities for its members.

##### **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 the acceptance of the recommendation would address potential risks associated with management of the facility.

##### **Strategic Links – policy implications and relevance to Council Plan**

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

9.7.5 Nagambie Senior Citizens Club – Licence Agreement (cont.)

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The proposal allows for existing uses to continue and for effective management of the facility.

**Victorian Charter of Human Rights and Responsibilities Act 2006**

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

**Legal / Statutory Implications**

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

**Consultation**

There has been limited consultation given timeframes to establish arrangements and it is not intended to disadvantage existing users.

**Attachments**

Nil.

#### **9.7.6 Business Management System**

The July 2019 Business Management System Report includes reports as follows:-

- Building Department – June 2019 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - June 2019
- Customer Enquiry Analysis Report – Report for June 2019
- Waste Management Reporting ~ Year to Date - May and June 2019
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 30 June 2019
- Review of Council Policies and Adoption of new Policies – June 2019
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

By reporting on a monthly basis, Council can effectively manage any risks that may arise. The Business Management System will also incorporate Council's corporate goals and objectives.

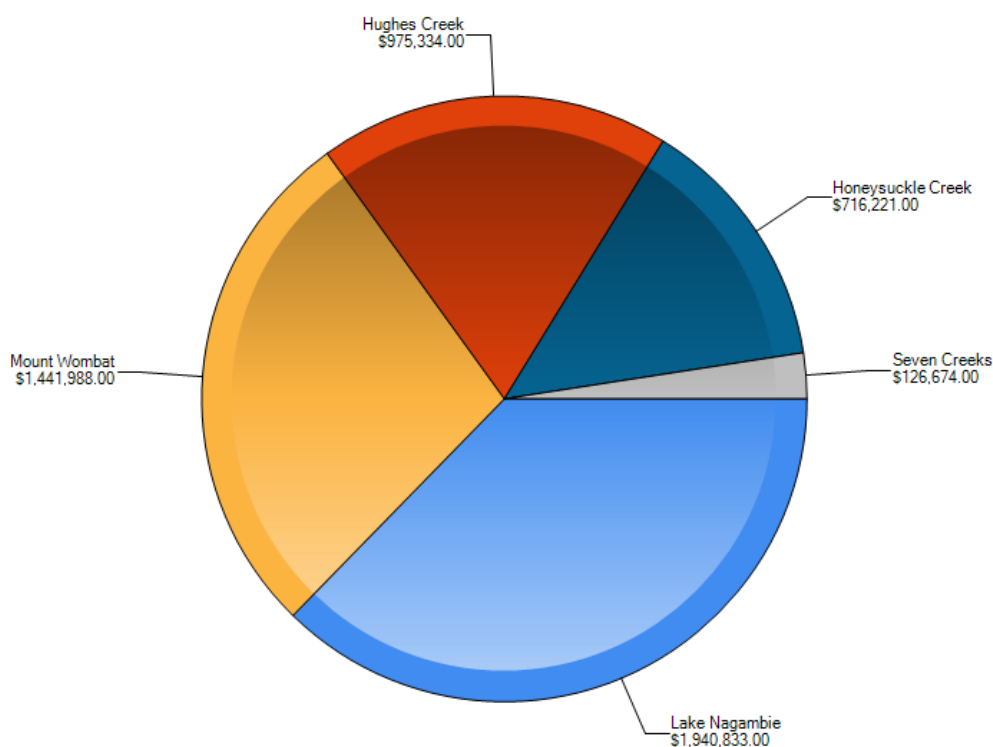
#### **RECOMMENDATION**

**That the report be noted.**

## **BUILDING ACTIVITY**

### **JUNE 2019**

Thirty-six (36) permits, with a works value of \$5,201,050, were lodged with Council in June. The number of permits lodged is the highest since November 2018 and 50% of permits are for the construction of, or addition to, a dwelling. Mount Wombat Ward showed a significant number of lodgements; surpassing the previous record of eight lodgements for the wWrd in June 2018. Mount Wombat Ward also had the second highest proposed works value for the month.



### **Honeysuckle Creek**

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20183662/0	22/10/2018	Construction of	Dwelling	Violet Town	\$250,000.00
20192946/0	3/02/2019	Construction of	Dwelling	Boho	\$346,221.00
20194068/0	18/06/2019	Alterations & Additions to	Dwelling	Violet Town	\$50,000.00
20194120/0	18/06/2019	Relocation of	Dwelling	Violet Town	\$70,000.00

### **Hughes Creek**

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20182762/0	3/08/2018	Construction of	Dwelling	Avenel	\$142,404.00
20190749/0	31/05/2019	Construction of	Dwelling & Garage	Avenel	\$253,000.00
20190864/0	24/06/2019	Construction of	Dwelling & Garage	Locksley	\$349,930.00
20191134/0	18/06/2019	Construction of	Dwelling	Avenel	\$230,000.00

## Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180573/0	6/12/2018	Construction of	Shed	Nagambie	\$16,421.00
20182824/0	27/09/2018	Construction of	Swimming Pool	Mitchellstown	\$120,000.00
20182974/0	29/05/2019	Construction of	Dwelling, Shed	Arcadia South	\$143,182.00
20190048/0	28/06/2019	Construction of	Dwelling	Nagambie	\$295,000.00
20190049/0	28/06/2019	Construction of	Dwelling	Nagambie	\$295,000.00
20191045/0	25/06/2019	Construction of	Shed	Mitchellstown	\$47,579.00
20192957/0	6/05/2019	Construction of	Dwelling	Nagambie	\$250,000.00
20193039/0	11/04/2019	Construction of	Shed	Mangalore	\$43,000.00
20193045/0	1/05/2019	Alteration to	Club Rooms	Nagambie	\$378,696.00
20193076/0	28/05/2019	Construction of	Toilet	Nagambie	\$15,000.00
20193093/0	7/06/2019	Construction of	Shed	Bailieston	\$14,700.00
20193096/1	10/06/2019	Construction of	Dwelling	Mitchellstown	\$280,000.00
20193104/0	13/06/2019	Construction of	Swimming Pool	Goulburn Weir	\$33,755.00
20193109/0	13/06/2019	Construction of	Verandah	Nagambie	\$8,500.00

## Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20190751/1	31/05/2019	Construction of	Dwelling	Euroa	\$30,000.00
20190751/2	18/06/2019	Construction of	Dwelling	Euroa	\$329,951.00
20190829/0	18/06/2019	Extension to	Dwelling	Sheans Creek	\$140,899.00
20193031/0	3/04/2019	Construction of	Spa & Safety Barrier	Ruffy	\$31,805.00
20193075/0	28/05/2019	Construction of	Shed	Gooram	\$15,290.00
20193079/0	30/05/2019	Construction of	Shed	Creek Junction	\$40,000.00
20193112/0	17/06/2019	Extension to	Dwelling	Strathbogie	\$8,000.00
20194195/0	14/04/2019	Construction of	Dwelling	Gooram	\$821,043.00
20194219/0	20/06/2019	Construction of	Swimming Pool	Upton Hill	\$25,000.00

## Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20191050/0	26/06/2019	Construction of	Shed	Euroa	\$40,004.00
20192930/0	30/01/2019	Restump of	Dwelling	Euroa	\$9,800.00
20192973/0	27/05/2019	Construction of	Garage	Euroa	\$20,000.00
20192994/0	6/03/2019	Construction of	Swimming Pool	Euroa	\$40,890.00
20193071/0	22/05/2019	Construction of	Shed	Euroa	\$15,980.00

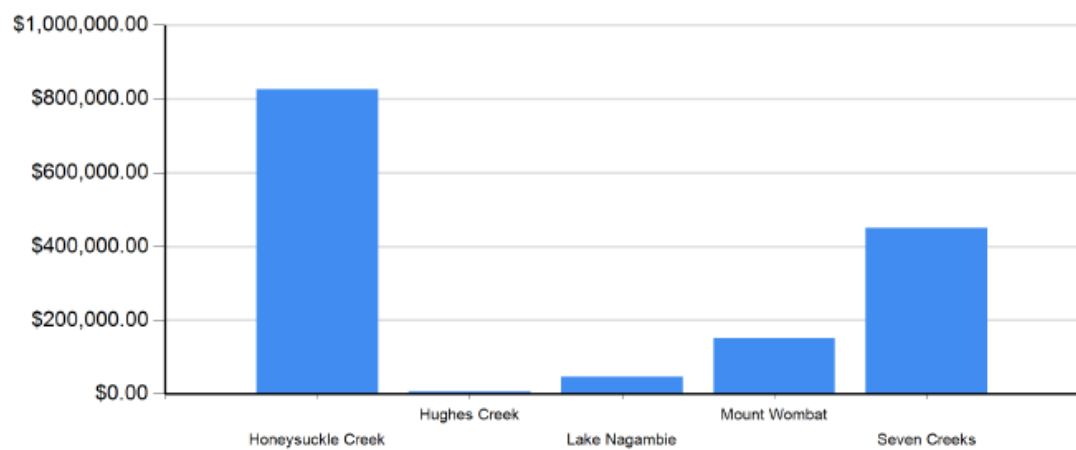
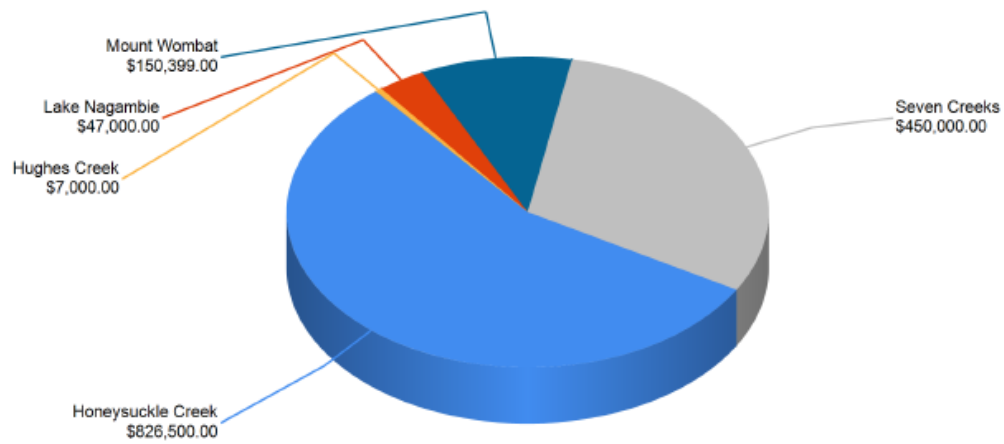
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL  
IMPROVED VALUE)**  
**JUNE 2019**



## Planning Applications Determined

June 2019

<b>Honeysuckle Creek</b>	<b>\$826,500.00</b>
Boho	\$6,500.00
Violet Town	\$260,000.00
Violet Town	\$210,000.00
Violet Town	\$350,000.00
 <b>Hughes Creek</b>	 <b>\$7,000.00</b>
Mangalore	\$7,000.00
 <b>Lake Nagambie</b>	 <b>\$47,000.00</b>
Goulburn Weir	\$12,000.00
Goulburn Weir	\$35,000.00
 <b>Mount Wombat</b>	 <b>\$150,399.00</b>
Sheans Creek	\$140,899.00
Strathbogie	\$9,500.00
 <b>Seven Creeks</b>	 <b>\$450,000.00</b>
Euroa	\$450,000.00
 <b>Total Value</b>	 <b>\$1,480,899.00</b>



## CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR JUNE 2019



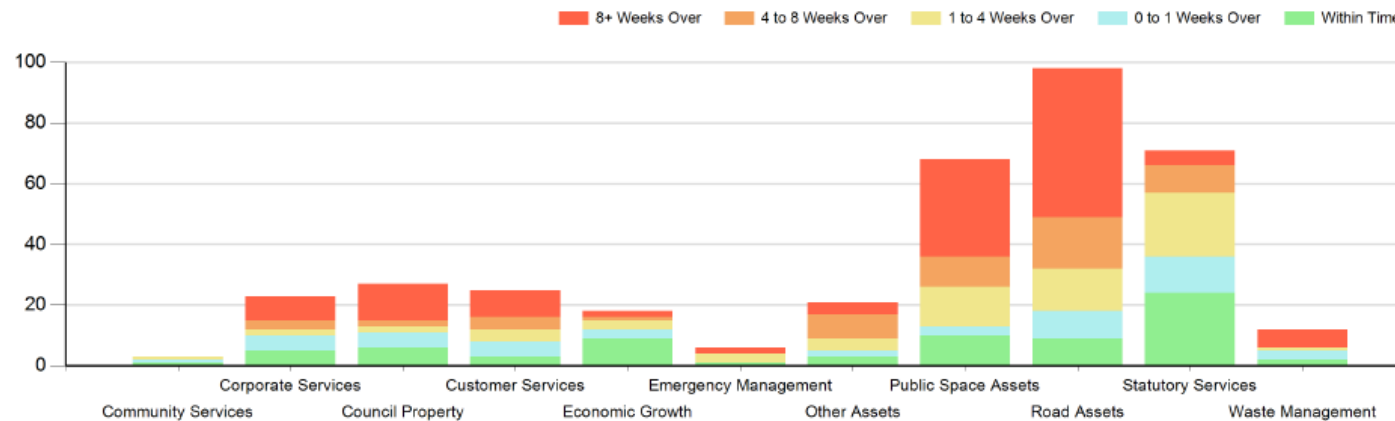
### Request Throughput Analysis

01/06/2019 to 30/06/2019

C N O R	Complete / New	> 80%	50-80%	< 50%
	Overdue / Remaining	< 33%	34-70%	> 70%

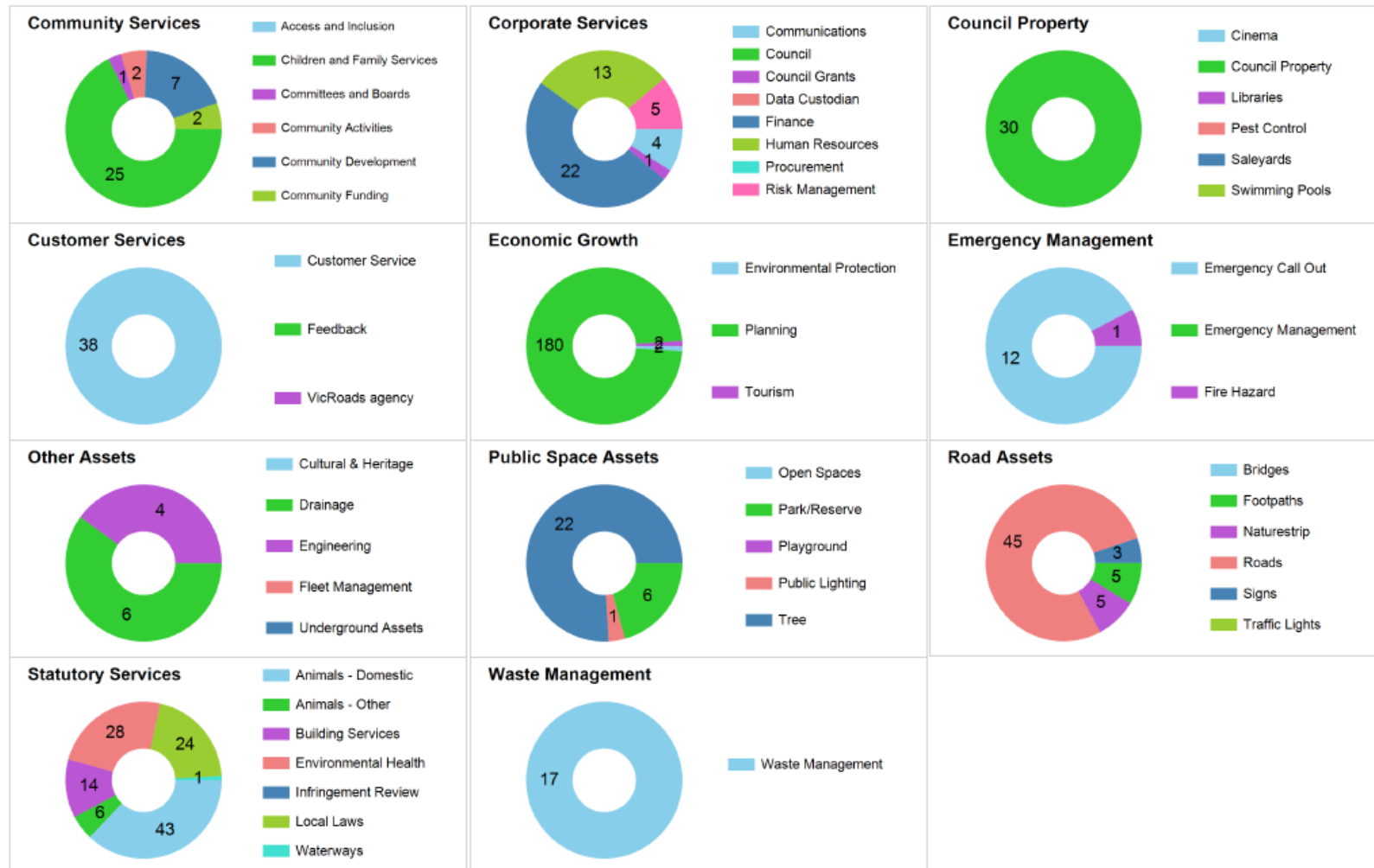
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	7	37	41	3	✓	1	2	⚠	0	<div style="width: 10%;"></div>
Corporate Services	24	45	46	23	✓	5	18	✗	0	<div style="width: 15%;"></div>
Council Property	33	30	36	27	✓	6	21	✗	0	<div style="width: 10%;"></div>
Customer Services	36	38	49	25	✓	3	22	✗	0	<div style="width: 15%;"></div>
Economic Growth	9	184	175	18	✓	9	9	⚠	0	<div style="width: 100%;"></div>
Emergency Management	4	13	11	6	✓	1	5	✗	0	<div style="width: 5%;"></div>
Other Assets	24	10	13	21	✓	3	18	✗	0	<div style="width: 5%;"></div>
Public Space Assets	86	29	29	68	✓	10	58	✗	18	<div style="width: 15%;"></div>
Road Assets	130	58	86	98	✓	9	89	✗	4	<div style="width: 25%;"></div>
Statutory Services	37	116	82	71	⚠	24	47	⚠	0	<div style="width: 40%;"></div>
Waste Management	10	17	15	12	✓	2	10	✗	0	<div style="width: 10%;"></div>

### Request Ageing








### Service Usage



## Definitions




Service Area	Grouping of services by area of responsibility
Existing	Requests open prior to reporting period
New	Requests made during reporting period
Within Time	Remaining Requests where defined deadline is after reporting period
Pending Resources	Requests where additional resources are required to continue. This includes labour, materials, and financial resources.

**Complete New**  
An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service.

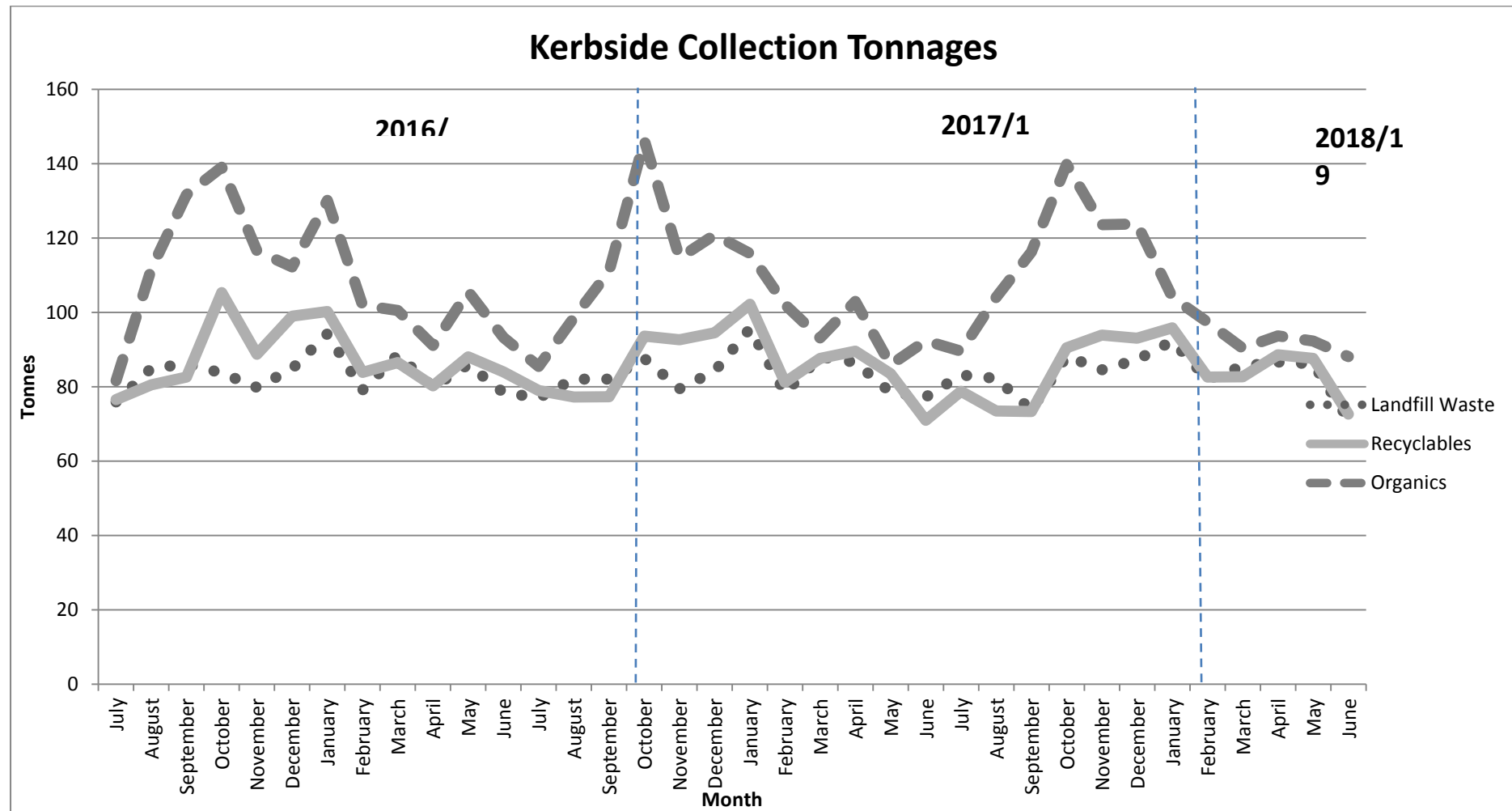
			
<b>C</b> <b>N</b> Complete / New	> 80%	50-80%	< 50%

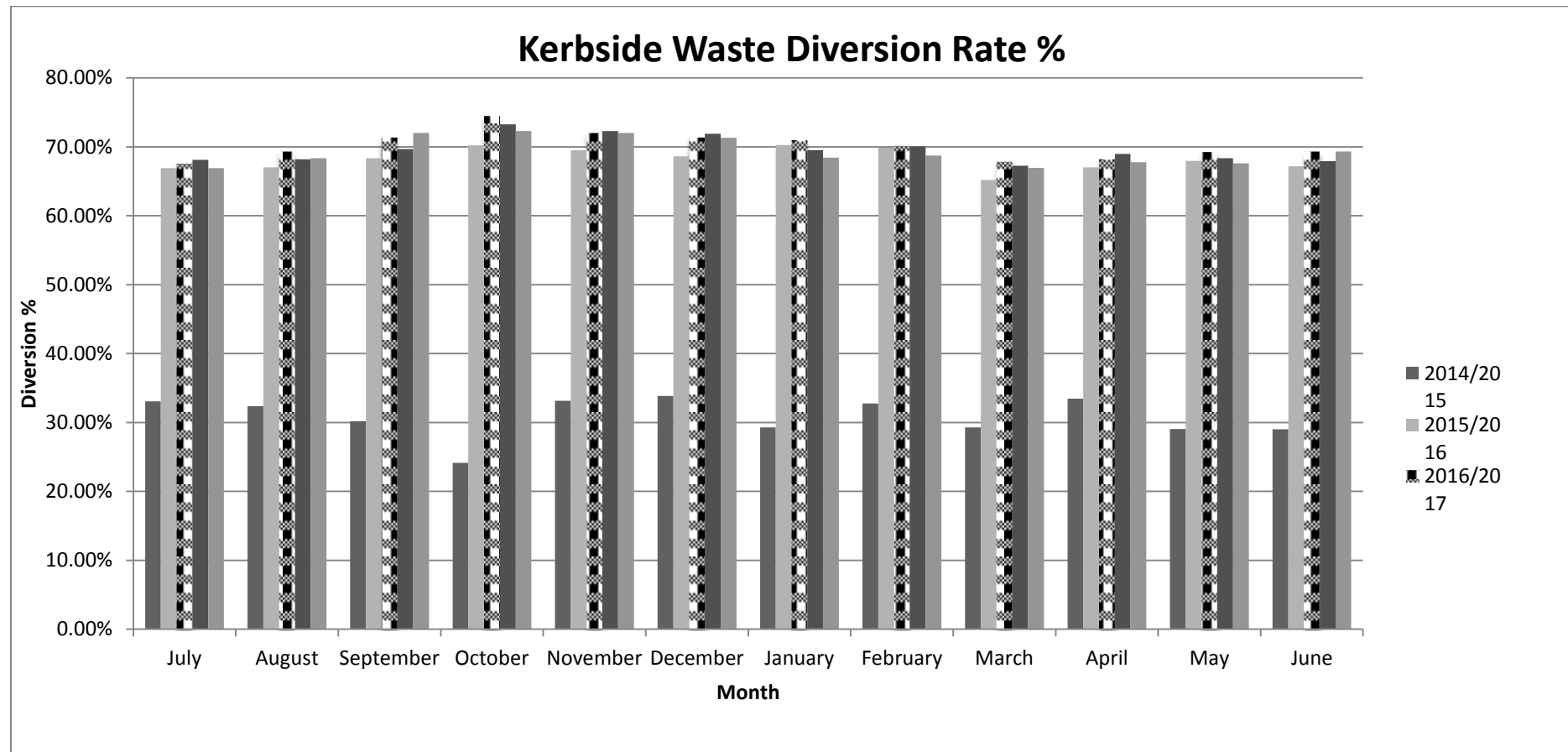
Service	Activities that provide value to the customer
Remaining	Requests incomplete at end of reporting period
Completed	Requests completed during reporting period
Over Time	Remaining Requests where defined deadline is before the end of the reporting period

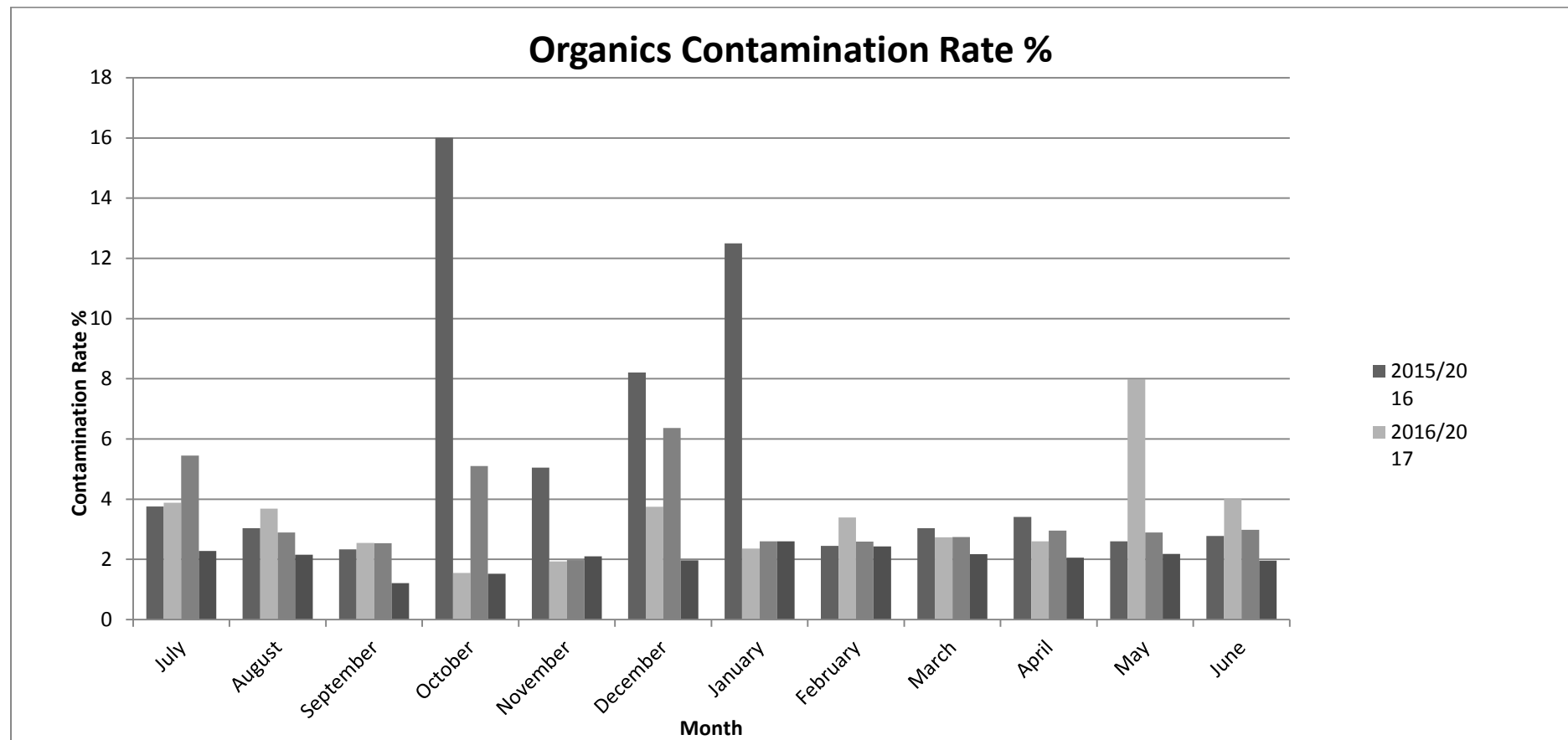
**Overdue Remaining**  
An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.

			
<b>O</b> <b>R</b> Overdue / Remaining	< 33%	34-70%	> 70%

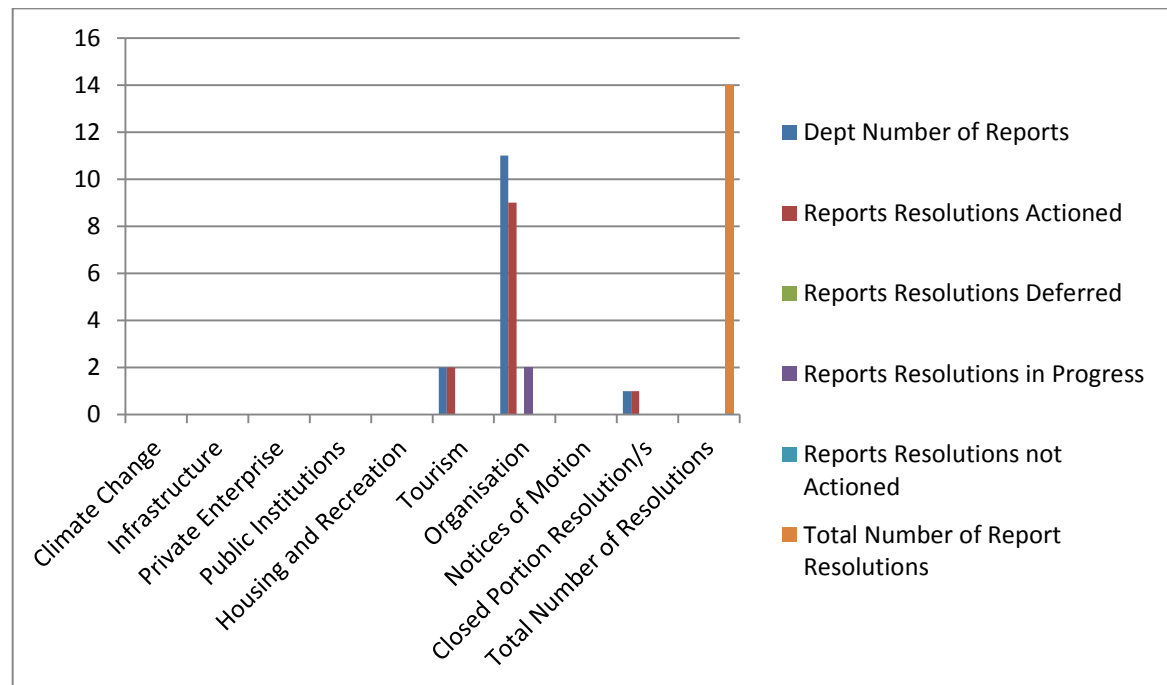
**WASTE MANAGEMENT REPORTING**  
**YEAR TO DATE ~ MAY - JULY 2019**







### **ACTIONING OF COUNCIL REPORTS RESOLUTIONS** **COUNCIL MEETING – 18 JUNE 2019**



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO**  
**30 JUNE 2019**

*This Report is to advise the Executive Management Team, Councillors and the community of the status of previous Council resolutions which are in progress but are yet to be finalised.*

<b>Council Meeting Date</b>	<b>Item No.</b>	<b>Description</b>
18/12/18	9.7.11	Proposed Violet Town Recreation Reserve Toilet Block (Officer update: Design being finalised for final community endorsement)
16/04/19	9.7.5	Sustainable Development Reference Group - Draft Minutes of the Meeting held on Thursday 14 March 2019
16/04/19	9.7.9	Strathbogie Community Pools Strategy 2019-2029

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

<b>Review of Policy / New Policy</b>	<b>Policy Name</b>	<b>Outcome</b>
Review of Policy	Firearms Policy and Procedures	Refer to Item 9.7.3

## **RECORDS OF ASSEMBLIES OF COUNCILLORS**

### **For period 5 June to 2 July 2019**

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 11 June 2019

**Time:** 12.30 p.m. - 5.30 p.m.

**Attendees:**

Councillors

Amanda McClaren

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson (*attended meetings at 1.30 p.m.*)

Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Innovation and Performance) (*left meetings at 4.30 p.m.*)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

Apologies

Councillor Debra Bower

1. Councillors Discussions
- Declarations of Interest
2. Department of Environment, Land, Water and Planning ~ Forest Modernisation Program
3. Review of Draft June Ordinary Council Meeting Agenda
4. Item/s for Discussion
  - 4.1 Mayor and CEO Meetings Attendances
  - 4.2 Councillors Meetings Attendances
  - 4.3 Miepoll Fire Station
  - 4.4 Burns Avenue, Euroa - Dust Issue
  - 4.5 Dog Off-Leash Park Community Consultation and Site Assessment
  - 4.6 Violet Town Community House request to relocate portable classroom
  - 4.7 Boundary, Town Entry & District Signage Policy
  - 4.8 Inspector-General Emergency Management Local Government consultation sessions
  - 4.9 Proposed Community Meeting Presentation/s
  - 4.10 Euroa Environment Group - UBI discussions with Council
5. Councillors / CEO Discussions
6. Special Council Meeting
  - Receiving / Hearing of Submissions to Budget and Council Plan



Councillor/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?

Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Officer/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 18 June 2019

**Time:** 4.30 p.m. - 7.15 p.m.

### **Attendees:**

#### Councillors

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

#### Officer/s

Phil Howard (Director, Innovation and Performance)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

#### Apologies

Councillor Amanda McClaren

Councillor Debra Bower

Steve Crawcour (Chief Executive Officer)

*Due to the Mayor and Chief Executive Officer being apologies for this meeting, and in accordance with Council's Meeting Procedures Local Law No.1, the Acting Chief Executive Officer (Phil Howard) acted as Temporary Chair until the position of Acting Chair is filled.*

*Cr Little was nominated to be Acting Chair for the Assembly of Councillors, and accepted the nomination.*

### Declarations of Interest

1. Council Agenda Review
2. Item/s for Discussion
  - 2.1 Mayor and CEO Meetings Attendances
  - 2.2 Councillors Meetings Attendances
  - 2.3 Miepoll Fire Station
  - 2.4 Budget Update
  - 2.5 Farmers Forum - Cinema passes as door prize
  - 2.6 Violet Town Landfill
3. Council Meeting

Councillor/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?

Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Officer/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 25 June 2019

**Time:** 11.00 a.m. - 6.35 p.m.

### **Attendees:**

#### Councillors

Amanda McClaren  
Debra Bower  
Malcolm Little  
John Mason  
Kate Stothers  
Alistair Thomson  
Graeme (Mick) Williams

#### Officer/s

Steve Crawcour (Chief Executive Officer)  
Phil Howard (Director, Innovation and Performance) (*left meetings at 4.00 p.m.*)  
David Roff (Group Manager Corporate and Community)  
Jeff Saker (Group Manager, Community Assets)

#### Apologies

Nil

1. Councillors Discussions  
Declarations of Interest
2. VAGO Report ~ Fraud and Corruption
3. Special Council Meeting Agenda Review
4. Planning Agenda Review / Planning Matters
5. Item/s for Discussion
  - 5.1 Mayor and CEO Meetings Attendances
  - 5.2 Councillors Meetings Attendances
  - 5.3 Local Government Bill 2019 ~ Consultation Paper
  - 5.4 Implementation of Stage 2A - Nagambie CBD Car Parking and Other Opportunities
6. Councillors / CEO Discussions
7. Planning Committee Meeting
8. Special Council Meeting
  - Adoption of Budget and Council Plan

Councillor/s - Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item Nos. 4 and 7 / 6.2	Cr Thomson	Yes

Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Officer/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 2 July 2019

**Time:** 4.00 p.m. - 6.31 p.m.

**Attendees:**

Councillors

Amanda McClaren  
Debra Bower  
Malcolm Little  
John Mason  
Kate Stothers  
Alistair Thomson  
Graeme (Mick) Williams

Officer/s

Phil Howard (Acting Chief Executive Officer)  
David Roff (Group Manager Corporate and Community)  
Jeff Saker (Group Manager, Community Assets)

Apologies

Nil

Declarations of Interest

1. Special Council Meeting Agenda Review
2. Special Council Meeting

Councillor/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
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Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

Matter No.	Names of Councillor/s who disclosed interest	Did the Officer/s leave the meeting?
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**Record of Meetings of Special Committees of Council**

**Record of Minutes of Meetings received in the June/July 2019 Period**

Name of Special Committee	Date of Meeting
<i>No Minutes received in the June / July 2019 period</i>	

**10. NOTICES OF MOTION**

**11. URGENT BUSINESS**

**12. CLOSURE OF MEETING TO THE PUBLIC**

**13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S**

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