



STRATHBOGRIE SHIRE COUNCIL

Notice is hereby given that the Ordinary Meeting of the Strathbogrie Shire Council will be held on Tuesday 17 September 2019 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

Chair: To be elected

Councillors:	Debra Bower	(Lake Nagambie Ward)
	Malcolm Little	(Hughes Creek 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)
	Emma Kubeil	Acting Group Manager, Innovation and Performance (AGMIP)

Due to the Mayor being absent, and in accordance with Council's Meeting Procedures Local Law No. 1, the Acting Chief Executive Officer will act as Temporary Chair until the position of Acting Chair is filled.

Furthermore, in accordance with Section 73 (3) and (4) of the Local Government Act 1989, Council must observe the following when the Mayor is absent:-

73 Precedence of Mayor

- (3) If there is a vacancy in the office of Mayor or the Mayor is absent, incapable of acting or refusing to act, the Council must appoint one of the Councillors to be the acting Mayor.
- (4) An acting Mayor may perform any function or exercise any power conferred on the Mayor.

The Temporary Chair will call for nominations for Acting Chair for the conduct of today's Ordinary Meeting of Strathbogrie Shire Council.

Additionally, the nominated Councillor will also assume the role of Acting Mayor for the period of absence of the Mayor, which will conclude at 6.00 p.m. on Friday 20 September 2019.

BUSINESS

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

Councillor Amanda McClaren (Mayor) *(Lake Nagambie Ward)*
Councillor John Mason *(Seven Creeks Ward)*
Jeff Saker Group Manager, Community Assets (GMCA)
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 20 August 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.

8. Public Question Time

Response/s to Public Questions Taken on Notice at Ordinary Council meeting held on Tuesday 20 August 2019

Council Ref: TM: 25 / 2019

1. What location of access for oversized agricultural vehicles, and heavy loaded vehicles flight clearance around Euroa township, Avenel, Nagambie, Violet Town has there been any roads approved for this type of access.
2. Stock underpasses which the Council control under the Hume Freeway Avenel to Baddaginnie. How many and what standards do they meet for use. Are they budgeted for.

Responses provided by GMCA

1. *Victoria's network for heavy and oversize agricultural vehicles can be found on the VicRoads website, which display network maps of all assessed roads for heavy/agricultural vehicle access. The link is shown below: -*
<https://www.vicroads.vic.gov.au/business-and-industry/heavy-vehicle-industry/heavy-vehicle-map-networks-in-victoria>
*Roads not shown as approved or conditionally approved require road manager approval for access by permit.
Permits can be acquired through the National Heavy Vehicle Regulator (NHVR), which coordinates the access of heavy vehicles to ensure a safe, efficient and sustainable road network for industry. The NHVR facilitates a range of access applications from start to finish by liaising directly with road managers (both state and territory road authorities and local government) to manage the application process and the issue of permits.*
2. *Council does not control any stock under road passes along the Hume Freeway or have erected any stock underpasses. All enquires relating to the stock underpasses along the Hume Freeway are to be referred to Regional Roads Victoria (RRV), by the following contacts.*
Phone: 133778
Webpage: <https://regionalroads.vic.gov.au/contact>
(enquiry using the feedback button)

8. Public Question Time (cont.)

Council Ref: AC: 26 / 2019

1. I would like to know why our rates have been increased.
2. Service in my area is limited.

Responses provided by GMCC

In setting its rate level, Council goes through a process which involves an assessment of :

- *What are the operating costs needed to deliver services to the community? These range from road and bridge maintenance, maternal and child health, animal control, waste collection, libraries, parks and reserves, emergency management, planning permits, swimming pools, operation of the Council itself.*
- *What needs that we have in maintenance and upgrade of assets? These assets range from roads, bridges, buildings, plant and machinery. There is a need to maintain what we have but also in some cases provide new assets.*
- *What revenue can we achieve from sources other than rates – government grants, fees and charges (eg, waste, planning fees, swimming pool admissions).*
- *The balance is then obtained from rates, and the rate capping regime restricts the amount that this revenue can increase (by capping the average rate) – for the past two years Council has increased the average rate by less than the rate cap.*
- *What also impacts an individual property's rate bill is the impact of a revaluation, which is now undertaken each year, through the State Government Valuer General's office. How your rate account moves as a result of the revaluation depends on how your property performs compared to the average.*
- *In essence, the rate cap and Council's Budget determines the amount of rate revenue and the revaluation determines how it is distributed*
In relation to Council's rate levels, it is acknowledged that these are higher than a number of Councils. Going back some years, Council had a significant backlog in major asset maintenance, particularly in the area of bridges and Councils at the time made a conscious decision to increase rates to fund these and other assets. As a result, load limits have been removed on bridges and many timber bridges eliminated.

Whilst this is excellent news there remain challenges with other assets, particularly in the area of swimming pools, a number of which were built a number of years ago, and Council has now funded a substantial program of renewal and upgrade of its aquatic facilities over the next ten years. This has been done without the need to borrow and projections of future rate revenue increases indicate a figure at or around the rate cap – although its exact figure is only provided by Government each year

It is acknowledged that Council provides a number of services that maybe not all residents use, but it is considered that the basket of services Council provides cover a wide range of differing needs across the Shire.

Of interest to you may be the current review of the rating system that the State Government is undertaking which seeks input into how the system should work.

In addition, following a Council election in October/November next year, Council is required to prepare a Council Plan for the following four years which sets out priorities for the Council over that period and we will be seeking feedback on what this should contain.

8. Public Question Time (cont.)

Council Ref: GD: 29 / 2019

1. What consideration to a pedestrian crossing in Kirkland Avenue to the shopping centre has been given.

Responses provided by GMCA

Council, in its decision to formalise the existing pedestrian desire line to cross Kirkland Avenue - just northwest of the intersection with Brock Street with kerb extensions, has taken into consideration the current vehicle numbers, classifications and speeds and the observed number of pedestrians crossing at this location.

The installation of a refuge island or a marked 'zebra' crossing was not considered appropriate due to the high number of turning trucks and anticipated vehicle queuing over the crossing as a direct result of the close proximity of the major intersection and entrances into and from the supermarket.

At the recent Traffic Liaison Committee Meeting, held on Thursday 22nd August 2019, the public request for a Pedestrian Crossing at this location was discussed with Rural Roads Victoria and Victoria Police. It was agreed that Council will undertake traffic surveys and pedestrian counts to determine if the warrants exist for a pedestrian crossing to be considered at this location.

Alternatively, if warrants do not exist following the counts/survey, Council will investigate other pedestrian safety improvements such as line marking, signage, reduced speed limit, local area traffic management treatment, raised platform etc.

We will monitor the situation and continue to keep you informed on the results of the traffic survey and pedestrian counts.

Response/s to Public Questions raised and responded to at the Ordinary Council meeting held on Tuesday 20 August 2019 were documented in the Minutes of the meeting.

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

13 September 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 15 October 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.....
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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.

REPORTS INDEX

		Page No.
9.	REPORTS	
9.1	Climate Change	
9.2	Infrastructure	
9.2.1	Reversion of Marie Street, Nagambie, back to a "Two Way" Thoroughfare	1
9.2.1	Proposed Road Deviation at Dip Lane, Balmattum	4
9.3	Private Enterprise	
9.4	Public Institutions	
9.5	Housing and Recreation	
9.6	Tourism	
9.6.1	Tourism, Arts and Culture Advisory Group – Proposed Amendments to Charter	12
9.6.2	Tourism Arts and Culture Advisory Group - Minutes of the Meeting held on Friday 14 June, 2019	20
9.7	Organisation	
9.7.1	Council In-Kind Contributions to Events	27
9.7.2	Approval Process for Formal Gatherings, Casual Use and/or Events on Council-Managed Park Facilities	30
9.7.3	Adoption of 2018/19 Annual Financial Report	33
9.7.4	Adoption of Performance Statement 2018/19 and Governance and Management Checklist 2018/19	37
9.7.5	Memorandum of Understanding with Rural Councils Victoria (RCV) for delivery of the 2020 Rural Councils Victoria Rural Summit	40
9.7.6	Sustainable Development Reference Group - Draft Minutes of Meeting held on 14 August 2019	43
9.7.7	Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019	49
9.7.8	Road Closures for Seven (7) Regular Events	59
9.7.9	Cost and Feasibility Study to examine Community Bus Transport Needs	62
9.7.10	Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption	67
9.7.11	Council Policy - Draft Street and Public Place Lighting Policy	73
9.7.12	Business Management System	89

10.	NOTICES OF MOTION	108
11.	URGENT BUSINESS	108
12.	CLOSURE OF MEETING TO THE PUBLIC	108
13.	CONFIRMATION OF 'CLOSED PORTION' DECISION/S	108

9.2	Infrastructure Reports Index	
9.2.1	Reversion of Marie Street, Nagambie, back to a “Two Way” Thoroughfare	1
9.2.1	Proposed Road Deviation at Dip Lane, Balmattum	4

9. REPORTS

9.2 INFRASTRUCTURE

9.2.1 Reversion of Marie Street, Nagambie, back to a “Two Way” Thoroughfare

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 petition titled “*Please sign if you would like Marie Street intersection between High Street Northbound and High Street Southbound returned back to a two way intersection*” was tabled by Councillor Bower at the 21 May 2019 Ordinary Council Meeting on behalf of the Nagambie community at the request of the organiser.

Following discussions with VicRoads, this report recommends reverting Marie Street back to “two way” operation.

RECOMMENDATION

That Council –

- 1. Commence the process to revert Marie Street, Nagambie, from a “one way” thoroughfare back to a “two way” thoroughfare;**
- 2. Advise the community of the change and reasons for the change;**
- 3. Write to the organiser of the petition advising of Council’s decision; and**
- 4. Monitor the changes to ensure that no additional risk to traffic or pedestrians is experienced.**

Background

Following extensive community consultation, a report titled “Nagambie Angle Parking” was presented to Council for consideration at its meeting on 17 October 2017. In consideration of that report, Council resolved to “*Accept and act on the items listed in VicRoads letter of 26th September 2017*”.

As part of Council’s decision to approve the revised Nagambie Parking Project for High Street, Nagambie, it was determined that Marie Street would be changed from a “two way” operation” to a “one way” thoroughfare. This was approved by VicRoads and the plan has been implemented with the exception of the provision of bus parking in Marie Street, adjacent to the cenotaph/memorial.

9.2.1 Reversion of Marie Street, Nagambie, back to a “Two Way” Thoroughfare (cont.)

Since the implementation of the plan, there have been numerous reports of near misses at this intersection with concerns continuing to be raised by residents.

As a result of these concerns, a petition titled *“Please sign if you would like Marie Street intersection between High Street Northbound and High Street Southbound returned back to a two way intersection”* was tabled by Councillor Bower at the 21 May 2019 Ordinary Council Meeting on behalf of the Nagambie community.

The issue was discussed on 22 August 2019 at the Traffic Liaison Meeting which is attended by representatives from Regional Roads Victoria (RRV) and VicPol.

As a result of the discussion, it was agreed that due to the initial plan including provision of bus parking in Marie Street not being implemented, the reduction in speed limit from 60kph to 40kph and the removal of angle parking along High Street adjacent to the intersection, there was no opposition to reverting Marie Street back to a “two way” thoroughfare.

It is also recommended that the decision to revert back to a “two way” thoroughfare be monitored for six months and reassessed following that period.

Should Council agree to reverting Marie Street back to a “two way” thoroughfare, an article advising of this will be placed in the Nagambie Community Voice and Euroa Gazette advising the community of the decision. A letter will also be sent to the organiser of the petition advising of the decision.

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

There are minimal financial implications in reverting Marie Street back to “two way” operation and these may be absorbed by Council’s Operations budget.

Economic Implications

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

9.2.1 Reversion of Marie Street, Nagambie, back to a “Two Way” Thoroughfare (cont.)

Environmental / Amenity Implications

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

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community other than those described elsewhere in this report.

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

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

Attachments

Nil.

9.2.2 Proposed Road Deviation at Dip Lane, Balmattum

Author & Department

Manager Projects / 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

This report recommends a road deviation process be undertaken to provide legal access to the recently upgraded bridge over Faithful Creek at the end of Dip Lane, Balmattum.

RECOMMENDATION

That Council resolves:

- 1. To commence the statutory procedures to deviate part of Dip Lane at the south east portion near Faithful Creek and adjacent to Lot 10 on TP944922 ("the road") under Section 207B and clause 2 of Schedule 10 of the *Local Government Act 1989*;**
- 2. To give public notice under Sections 82A, 207A and 223 of the Local Government Act 1989 ("the statutory advertising") of the proposed deviation of part of the road in the appropriate newspapers and on Council's website and such notice state that the deviation will only proceed upon consent from the Minister for Crown Land and if consent is given, the deviation will result in the discontinuation of part of Dip Lane (cross hatched in Attachment B), the opening of a new part of Dip Lane (hatched in Attachment B) and following which the discontinued section will be transferred to the adjoining registered landowner of Lot 10 on TP944922;**
- 3. To provide a copy of the statutory advertising by way of a letter drop to landowners in the immediate vicinity of the road;**
- 4. That any submissions pursuant to Section 223 of the Local Government Act 1989 ("submissions") following the statutory advertising be considered; and**
- 5. In the event of no submissions being received, that Council proceeds with seeking Ministerial Consent to the deviation, publish the notice required in the Government Gazette and give effect to the opening of the new part of Dip Lane and transfer of discontinued land to the registered landowner of Lot 10 on TP944922.**

9.2.2 Proposed Road Deviation at Dip Lane, Balmattum (cont.)

Background

Council's recent bridge upgrade program included the replacement of bridge No.142 on Dip Lane in 2017-18 and the re-decking of bridge No.143 on Dip Lane which was completed in 2018-19.

Bridge No.143 across Faithful Creek provides the only legal access to Lot 3 LP117170.

It also provides access to Lot 2 LP122627. The owner of this lot owns property on both sides of Faithful Creek.

The road reserve on the approach to bridge No. 143 is not aligned to the location of the existing bridge. (refer attachment A)

Information provided by DELWP indicates that subdivision of the land in 1978 required the developer to construct a bridge (Bridge No. 143) and to construct the approach road. The formal road was never constructed and practical access to the bridge has been gained by a track across private property.

In conjunction with the bridge renewal works it has been the intention to formalise the legal access by a road deviation.

Consultation with the affected owners has been carried out over a period of time and they are supportive of the proposed deviation.

Surveyors were engaged to prepare the road deviation plan which shows the area of road to be acquired by agreement (R1) from Lot 10 on TP944922 and the area of unused road to be transferred to the adjoining owner.

The plan (refer Attachment B) shows the area of unused road to be closed (cross hatched) and the area of road to be opened (hatched).

The provisions of the *Local Government Act 1989* Section 207B, Schedule 10, Clause 2 support the proposal.

The road deviation involves a Local Government Act Section 223 exhibition process which can now be commenced.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

9.2.2 Proposed Road Deviation at Dip Lane, Balmattum (cont.)

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

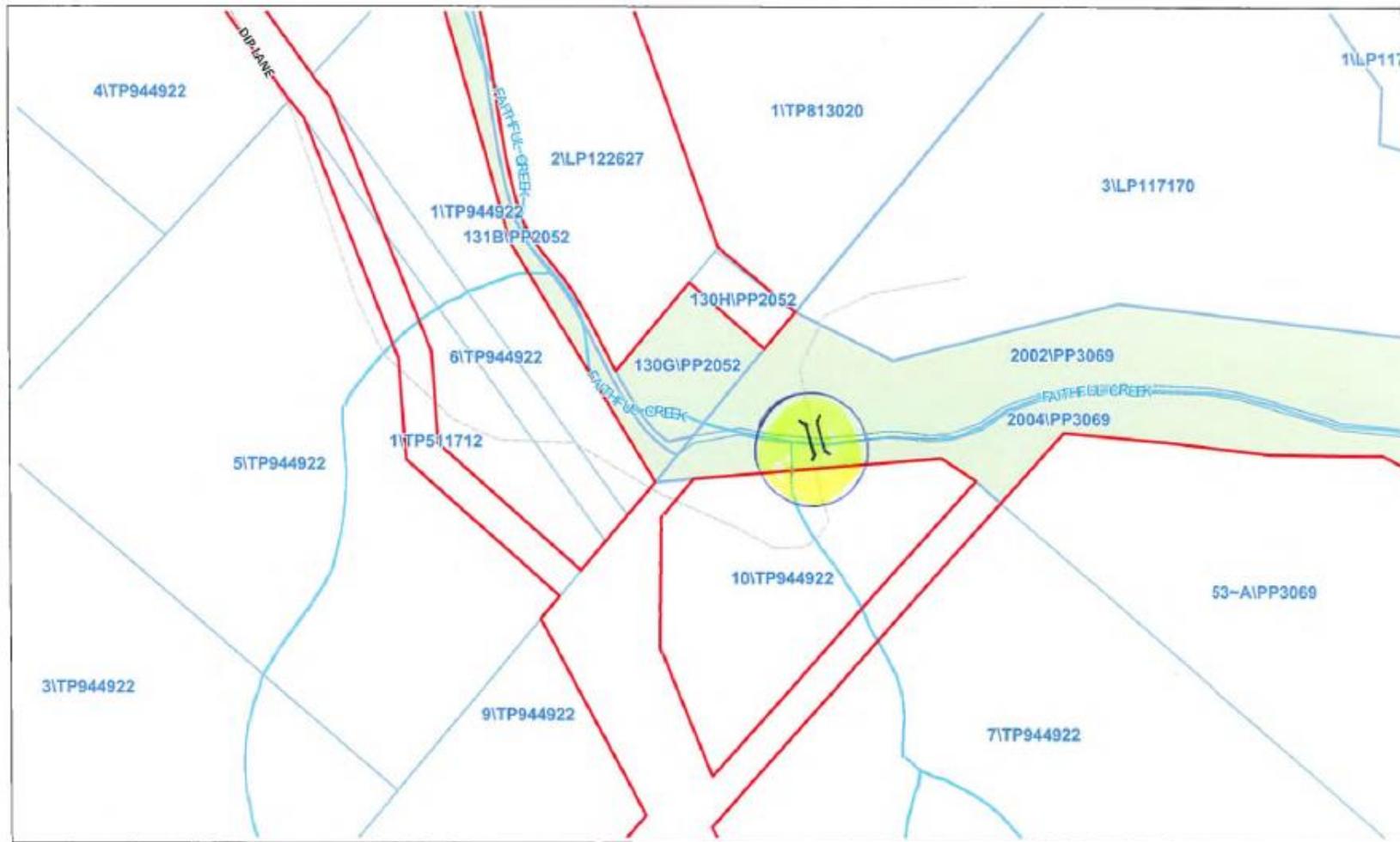
Consultation

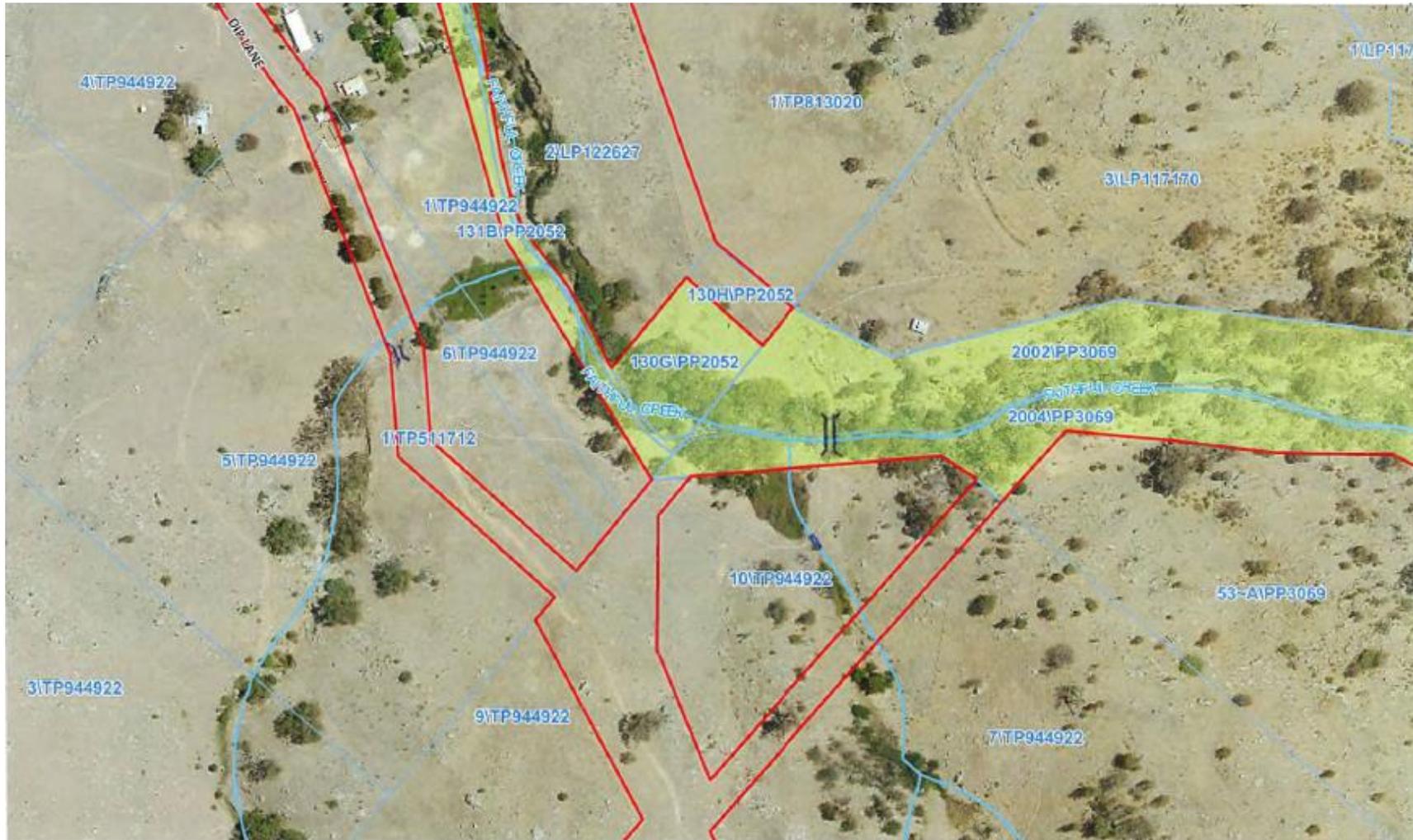
The matter under consideration will be subject to the Section 223 consultation process.

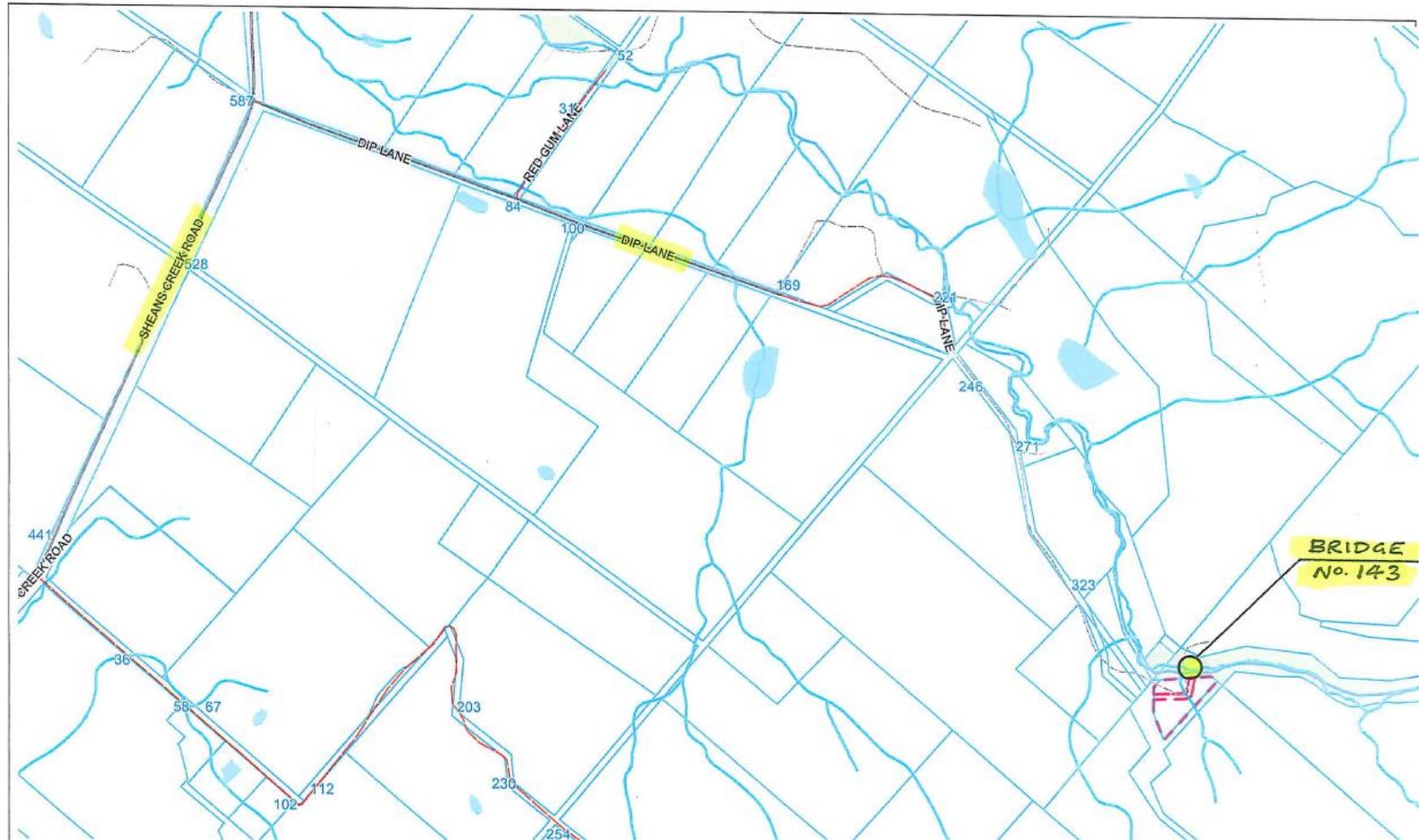
Attachments

- Attachment A: Locality Maps
- Attachment B: Survey Plan

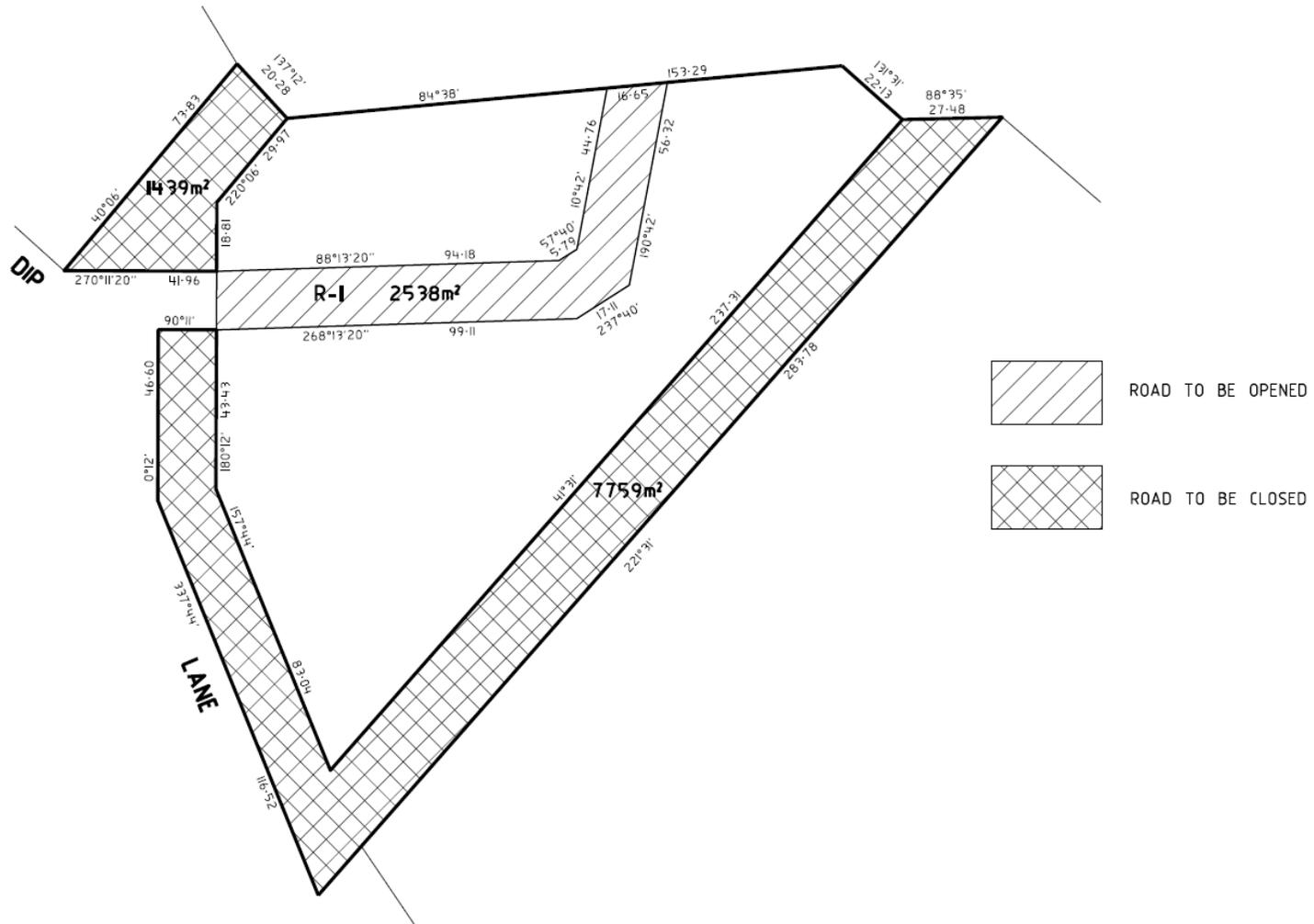
ATTACHMENT A: LOCALITY MAPS







ATTACHMENT B: SURVEY PLAN



9.6	Tourism Reports Index	
9.6.1	Tourism, Arts and Culture Advisory Group – Proposed Amendments to Charter	12
9.6.2	Tourism Arts and Culture Advisory Group - Minutes of the Meeting held on Friday 14 June, 2019	20

9.6 TOURISM

9.6.1 Tourism, Arts and Culture Advisory Group – Proposed Amendments to Charter

Author & Department

Manager Arts, Culture and Economy / Corporate and Community

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 review of the terms of appointment of members of the Committee of the Tourism, Arts and Culture Advisory Group Charter after a two year period has been conducted, as specified in the terms of the Charter.

RECOMMENDATION

That Council endorse the proposed changes to the Charter of the Tourism, Arts and Culture Advisory Group so that they may be actioned.

Background

In the August 2019 Tourism, Arts and Culture Advisory Group meeting a review of the terms of appointment for members of the Committee was undertaken, as per point 5.2 of the Charter of the Tourism, Arts and Culture Advisory Group.

Whilst reviewing the terms of this Charter and the points listed under 4. Committee Membership, it was noted that some of the representative titles were incorrect, and these have now been altered for review in the Charter document (see attached and below):

- Council Officers (2, Manager Arts Culture and Economy & Manager Liveability)
- Euroa Chamber of Commerce (1 Representative)
- Go Nagambie (1 Representative)
- Goulburn River Valley Tourism – Delete this title (1 Representative) This position to be renamed as Tourism Representative (VACANT) in the interim, and once the Regional Tourism Review is finalized, this position will be reinstated to include a member of the relevant tourism body

9.6.1 Tourism, Arts and Culture Advisory Group
– Proposed Amendments to Charter (cont.)

In addition to the changes to titles, it was also a recommendation by the Chair that the following additional representatives be added to the Committee Membership:

- Director/Group Manager (1) – it was commented that other Council committees have this role included as it may assist with the governance and administration of the Advisory Group
- Traditional Owner (1-2 representative/s) – an invitation to both the Taungurung and Yorta Yorta would be extended

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.

9.6.1 Tourism, Arts and Culture Advisory Group
– Proposed Amendments to Charter (cont.)

Legal / Statutory Implications

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

Consultation

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

Attachments

- Charter of the Tourism, Arts and Culture Advisory Group (with amendments).



**Strathbogie Shire
Tourism, Arts and Culture
Advisory Group**

Endorsed by Council: 15 August 2017

STRATHBOGIE SHIRE COUNCIL

CHARTER OF THE TOURISM, ARTS AND CULTURE ADVISORY GROUP

1. CONSTITUTION

- 1.1 The Strathbogie Shire Council ("Council") has resolved to appoint a Tourism, Arts and Culture Advisory group ("Committee").
- 1.2 The Committee shall be an advisory group of Council and not a decision making body.
- 1.3 The Council will review the Tourism, Arts and Culture Advisory group within 12 months after the election of Councillors; which is every four years.

2. OBJECTIVES OF THE COMMITTEE

The objectives of the Committee 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.

3. TERMS OF REFERENCE

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.

4. COMMITTEE MEMBERSHIP

4.1 The Council has resolved that the Committee shall consist of the following representatives:

- Councillors (2)
- Director/Group Manager (1)
- Council Officers (2, ~~Team Leader – Tourism, Arts and Culture~~Manager Arts Culture and Economy & Manager Liveability)
- ~~Business Enterprise Euroa~~Euroa Chamber of Commerce (1 Representative)
- ~~Nagambie Lakee Tourism and Commerce~~Go Nagambie (1 Representative)
- ~~Goulburn River Valley Tourism Association~~Delete (1 Representative) This position to be renamed as Tourism Representative (VACANT) in the interim, and once the Regional Tourism Review is finalized, this position will be reinstated to include a member of the relevant tourism body
- Community representatives (6 by expression of interest)

4.2 The Council or Committee may second people with technical expertise as required for a temporary period.

- Traditional Owners (Taunqurung/Yorta Yorta)
- Other appropriate partners and agencies

5. TERM OF APPOINTMENT

- 5.1 Public members hold their appointment in their own right whilst members nominated by a particular group will represent that group.
- 5.2 Public members of the Committee appointed for a period of two (2) years shall be eligible for re-appointment to the Committee for a further term of two (2) years each.
- 5.3 A member of the Committee may resign his/her position at any time.
- 5.4 The Committee is empowered to declare a Committee member's position vacant if he/she fails to attend 3 consecutive meetings without leave by resolution duly passed.
- 5.5 The Council shall appoint another person to fill any vacancy caused by the resignation of any member of the Committee.
- 5.6 Any person appointed to fill a vacancy on the Committee shall hold office for the unexpired portion of the previous member's term of office.

6. NOMINATION OF MEMBERSHIP

6.1 The Council shall invite nominees by expression of interest not less than one (1) month prior to the date of the termination of the term of office of the representatives.

6.2 Council has the right to veto any nomination if the nominee is deemed to be unsuitable for the purpose of the Committee.

7. CHAIRPERSON

7.1 The Council will appoint a Councillor as Chairperson of the Committee to preside at all meetings at which he/she is present.

7.2 In the absence of the Chairperson, the Committee may elect one of the members to preside as Chairperson at the meeting.

7.3 The role of the Chairperson shall be:
(a) To chair all meetings of the Committee.
(b) To act as the liaison person between the Committee and Council.

8. SECRETARY

The Committee is to be serviced with the administrative and technical support provided by Council.

8.1 The Chief Executive Officer shall appoint a Council Officer to act as Secretary to the Committee.

8.2 The Secretary shall prepare the agenda and minutes for each meeting of the Committee and shall distribute, or arrange to be distributed, copies of the agenda and minutes to members of the Committee and Council.

9. REPORTING

9.1 The Committee shall submit its minutes to Council for inclusion in the next available Council Meeting Agenda.

10. DELEGATIONS

10.1 This Committee has no delegated powers to act on behalf of Council or commit Council to any expenditure until resolved explicitly by Council.

11. FINANCES

11.1 This Committee has no delegated authority to expend monies.

12. INSURANCES

12.1 The Council shall arrange and maintain a portfolio of insurances to cover all possible risks, including a Personal Accident Policy of committee members, a Voluntary Worker's Policy and an Indemnity Policy for committee members.

13. MEETINGS OF THE COMMITTEE

- 13.1 All meetings of the Committee shall be conducted in accordance with Council's Local Law No. 1.
- 13.2 The Committee shall meet at least quarterly at a date and time to be determined at the first meeting. Additional meetings may be convened at the discretion of Council.

14. QUORUM

- 14.1 A quorum is formed when a simple majority of members of the Committee is present at a meeting.

15. REVIEW

- 15.1 The Council shall carry out regular reviews of the Committee's Charter.
- 15.2 The Council may carry out a special review of the Committee's Charter at the request of the Committee.
- 15.3 The Council shall consult with the Committee prior to the making of amendments or alterations to the Committee's Charter.

16. PECUNIARY INTERESTS

- 16.1 Members of this Committee are not obliged to submit returns of pecuniary interest as there is no delegated power to the Committee.

This Strathbogie Shire Council Tourism, Arts and Culture Advisory Group Charter is made on behalf of Strathbogie Shire Council by its Acting Chief Executive Officer under the authority of the Instrument of Delegation.

SIGNED by **Phil Howard**
Acting Chief Executive Officer of the Strathbogie Shire Council

.....

Dated:

**9.6.2 Tourism Arts and Culture Advisory Group
- Minutes of the Meeting held on Friday 14 June, 2019**

Author & Department

Manager Arts, Culture and Economy / Corporate and Community

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 minutes of the Tourism, Arts and Culture Advisory Group for the meeting held on Friday 14 June, 2019.

RECOMMENDATION

1. **That Council endorse the minutes of the Tourism, Arts and Culture Advisory Group meeting held on Friday 14 June, 2019.**
2. **That funding for an audit to be undertaken on signage Shire-wide, both for Tourism and Wayfinding signage, be referred to the mid-year budget review.**

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.

9.6.2 Tourism Arts and Culture Advisory Group
- Minutes of the Meeting held on Friday 14 June, 2019 (cont.)

The Tourism, Arts and Culture Advisory Group Charter was adopted by Council on 15 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 recommendation for an audit to be conducted on both Tourism and Wayfinding signage within Strathbogie Shire would have budgetary considerations and costings for such an audit would need to be further investigated.

Economic Implications

The recommendation for an audit to be conducted on both Tourism and Wayfinding signage within Strathbogie Shire could have a positive impact on Economic Development within the Shire. Additional/updated clear and visible signage and directions would provide easier access to a variety of tourism destinations, encouraging more visitation and greater spending.

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.

9.6.2 Tourism Arts and Culture Advisory Group
- Minutes of the Meeting held on Friday 14 June, 2019 (cont.)

Consultation

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

Attachments

- Minutes of the Tourism, Arts and Culture Advisory Committee of Friday 14 June, 2019

TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES



Friday 14 June, 2019
Euroa, Northern Republic
14:00pm – 15:00pm

Anticipated Attendees

Cr Amanda McClaren	<i>Councillor (CHAIR)</i>	Sissy Hoskin	<i>Go Nagambie</i>
Claire Taylor	<i>Strathbogie Shire</i>	Rosa Purbrick	<i>Community Representative</i>
Debra Ellis	<i>Strathbogie Shire</i>	Tess Noonan Egan	<i>Community Representative</i>
David Roff (Guest)	<i>Strathbogie Shire</i>		

Apologies

Cr Debra Bower	<i>Councillor</i>	Janelle Toomey	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>	Kristen MacKenzie	<i>Community Representative</i>

ITEM	PERSON RESPONSIBLE
<p>1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY</p> <p>Amanda McClaren (interim CHAIR) welcomed and paid recognition of traditional custodians of the land</p>	CHAIR – Amanda McClaren
<p>2. APOLOGIES – As above</p>	All
<p>2a. ACCEPTANCE OF PREVIOUS MINUTES</p> <p>Acceptance of minutes from last meeting 22/05/19</p> <p>Moved: Amanda McLaren</p> <p>Seconded: Rosa Purbrick</p>	
<p>3. ACTIONS FROM MINUTES/ UPDATE OF ONGOING MATTERS</p> <p>3.1 Update on Urban Planning projects</p> <p>3.1.1 Nagambie Water Tower</p> <ul style="list-style-type: none"> Janelle sent through information quote is only ball park but likely to come in under \$20,000 Suggested 4 lights. Hold further discussions at next meeting Simon sent email through regarding the heritage status, not really a definitive answer Once we get a fixed proposal then we can go back to Simon with this and get a solid answer of yes/no. <p><i>Action: Hold over actions to next meeting when Janelle is present</i></p> <p>3.1.2 RONE art installation potential</p> <ul style="list-style-type: none"> Rosa sent through photos of the inside of the cottage photos. Identified that there needs to be some work undertaken inside. However, thoughts are that RONE does artistic installations on old run-down buildings. Sam Lewis at Harvest Home, Avenel - expressed interest in larger art installations. Suggestion of putting out to communities their ideas 	All

<p>of locations for large installations and then see what comes from this and this may have potential for larger grant applications.</p> <p>Action: Hold over actions to next meeting when Janelle is present</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> <ul style="list-style-type: none"> • Motion for \$20,000 provision towards Arts & Culture projects went up supported by committee • Claire provided some additional information as requested and outlined that the requested money would assist to deliver actions in the Arts and Culture 12mth action plan which aligns with strategy <p>Action: David to champion this at next week's Council Meeting</p> <p>3.2.2 Letters to Leanne and Dan</p> <ul style="list-style-type: none"> • Responses received from both Leanne and Dan thanking the TACAG for their letters <p>3.2.3 Grants/Funding Finder</p> <ul style="list-style-type: none"> • Claire to action with the Shire Comms department to continue to promote the Goulburn Valley Funding Finder and funding opportunities that may be available. <p>3.2.4 Scott Lewis, Film maker – Sissy to speak to him re: the potential of screening one of his films at the Strategy Launch Party</p> <ul style="list-style-type: none"> • Launch dates not confirmed yet. Scott Lewis is not available until after October <p>Action: Dates to be determined once Strategy is complete</p>	<p>David Roff</p> <p>Claire Taylor</p>
<p>4. STRATEGY/PLAN DEVELOPMENT</p> <p>4.1 Review of Draft Arts & Culture Strategy</p> <ul style="list-style-type: none"> • Claire provided an overview of the strategy. • Explained the structure of the goals and the theory of change. • Introduced the 12mth action plan and how this will work • Suggestion of holding a couple of workshops with Key Stakeholders to build on the action plan • Suggestion of providing a case study example for each goal to better illustrate what each would look like in relation to a community event or project Eg; Twilight Hawkers Market <p>Action: Workshop with CDN for whole committee to attend to be arranged to facilitate more understanding - then the strategy going out for public comment for 28 days, during this time community workshops to provide feedback on action plan and also to facilitate action plan population</p> <p>4.2 Launch Party This will be determined once the Strategy has been adopted and an action plan finalised</p>	<p>Claire Taylor</p> <p>Claire Taylor</p>
<p>5. COMMITTEE MEMBERS</p> <p>Discussion took place around the Committee Member current vacancies</p>	<p>All</p>

<p><i>Action: Will look into recruiting for the current vacant positions when we review the terms of reference for the Group, which is due to occur in August 2019.</i></p>	<p>ALL</p>
<p>6. OTHER BUSINESS</p> <p><i>Amanda:</i> discussion regarding signage on the freeway - tourism signage and options to undertake an audit on the existing signage. Questioned "How do businesses get their information on to various signage options".?</p> <p>Wayfinding signage also raised - Claire has received information regarding this</p> <p><i>Action: Recommendation to Council from this committee for an audit to be undertaken on the signage Shire wide, both for Tourism and Wayfinding signage.</i></p> <p><i>Claire:</i> Identified that the Taungurung are advocating to VicRoads about establishing Welcome to Country signage. The signs would be erected on certain main roads at the point where they enter Taungurung country. Each sign is 600mm from the ground reaching a further 3.5 metres tall and 1.5 metres wide. There is usually a message (Welcome to Taungurung Country) with a totem.</p>	<p>All members</p>
<p>7. MEETING CLOSED @ 2:57pm</p>	
<p>8. NEXT MEETING/S: 10am @ Thursday 18 July – Tahbilk Winery, 254 O'Neils Road, Tabilk</p>	

9.7	Organisation Reports Index	
9.7.1	Council In-Kind Contributions to Events	27
9.7.2	Approval Process for Formal Gatherings, Casual Use and/or Events on Council-Managed Park Facilities	30
9.7.3	Adoption of 2018/19 Annual Financial Report	33
9.7.4	Adoption of Performance Statement 2018/19 and Governance and Management Checklist 2018/19	37
9.7.5	Memorandum of Understanding with Rural Councils Victoria (RCV) for delivery of the 2020 Rural Councils Victoria Rural Summit	40
9.7.6	Sustainable Development Reference Group - Draft Minutes of Meeting held on 14 August 2019	43
9.7.7	Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019	49
9.7.8	Road Closures for Seven (7) Regular Events	59
9.7.9	Cost and Feasibility Study to examine Community Bus Transport Needs	62
9.7.10	Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption	67
9.7.11	Council Policy - Draft Street and Public Place Lighting Policy	73
9.7.12	Business Management System	89

9.7 ORGANISATION

9.7.1 Council In-Kind Contributions to Events

Author & Department

Visitor Economy & Events Coordinator / 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

Council provides a number of different Council assets to the community and other organisations as in-kind donations. Currently this is an ad hoc arrangement and Officers are looking to formalise the process.

Council also receives requests for in-kind support in the form of waiving of hire fees for venues such as the Nagambie Lakes Regatta Centre and the Euroa Cinema.

It is proposed that the waiving of fees up to \$500 be at the discretion of the Group Manager of Corporate and Community.

This system will allow the in-kind donations by Council to be recorded then can be tracked and reported on annually.

RECOMMENDATION

That Council -

- 1. agree to formalising the process of the in-kind loan of Council-owned property to community groups and not for profit organisations for use of equipment at events; and**
- 2. agree to the Group Manager of Corporate and Community being given delegation to approve waiving of fees, up to \$500 in value, for Council-owned facilities.**

Background

There are numerous requests for use of equipment such as:

- the portable PA system and lectern
- 'Love Strathbogrie' Marquees
- event trailer
- event signage
- walkie talkies
- trestles
- provision of showbags, etc.

9.7.1 Council In-Kind Contributions to Events (cont.)

These requests are, as much as practicable, fulfilled by the events department. This takes time and effort from the Officers involved, as it has to be packed up and then delivered, collected and checked.

Another frequent request is the setting up of an information tent or table at events. The request often requires the events department to not only bump in and out, but also the organising of volunteers to man the installation during an event.

The proposal is that these applications are made in an online form – similar to event applications that would give contact details, times required and location. This would allow for tracking of the equipment, to make community groups aware of the Conditions of Loan, which would be noted on the form, and for the events department to report to Council at the end of the financial year, the equivalent cost of these in-kind contributions, which could be included in the Annual Report.

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 current risk is that the goods/equipment are returned damaged and/or in need of repair and cannot be tracked. This Recommendation will lessen the risk substantially.

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals specific to events. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"*, with a key strategic goal of *"Contribute to building healthy and vibrant communities and to support tourism and business development"*

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

Goods/equipment repair or replacement costs, if damaged and there is no recourse on the borrower. However, material items are covered by our insurance policy.

Economic Implications

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

Environmental / Amenity Implications

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

9.7.1 Council In-Kind Contributions to Events (cont.)

Community Implications

Community appreciation of the use of these items and their value, as they are often items that they wouldn't have access to otherwise, or would be expensive to hire.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

Nil.

9.7.2 Approval Process for Formal Gatherings, Casual Use and/or Events on Council-Managed Park Facilities

Author & Department

Visitor Economy & Events Coordinator / 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

The previous process for approving weddings, formal gatherings and/or events on Council-managed Parks has been reviewed and found to be inefficient and exposing Council to risk.

The Events Department propose a new system, where requests come through the events department via an online form – Event Notification Form.

This process would allow proper process to ensure public liability coverage for the gathering, as well as notification to relevant stakeholders.

It is further recommended that a fee of \$110 is applied and listed in Council's 'Fees and Charges' which are reviewed annually. This fee will cover a percentage of administrative and insurance costs.

RECOMMENDATION

That Council -

- 1. endorse the new system of actioning requests for formal gatherings, casual use and/or events on Council-managed Park facilities;**
- 2. provide Public Liability Insurance cover for these activities, once Council's Corporate Risk Officer is satisfied with the information provided; and**
- 3. charge a fee of \$110 (including GST) to cover a percentage of administrative and insurance costs.**

Background

Over the course of a year, there are several requests for events to be held in Council parks – generally Seven Creeks Park in Euroa and Buckley Park in Nagambie.

The review has identified that this process does not allow for standard event requirements to be reviewed, such as prohibition of confetti, bridal vehicle access, temporary structures, monitoring risk, etc.

9.7.2 Approval Process for Formal Gatherings, Casual Use and/or Events on Council-Managed Park Facilities (cont.)

The Events Department have also conducted some research into what processes other Councils undertake in regards to events taking place in Council-managed parks, and have identified that all of the processes that were reviewed include a fee to cover off the provision of Council's public liability insurance and administrative costs for these events, as well as the cost for the additional work that is required of the Works Department to ensure that the parks are cleaned before and after these events.

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 current process exposes Council to public liability risk when there is not enough information provided by the organizers of these events and there is no insurance cover for the event on Council land.

Council's Corporate Risk Officer has provided the advice that the Council's insurance policy does allow for cover for this type of event, but that the information that is included in the Event Application Part A, or similar, would need to be provided, in order to be able to approve the cover via Council's insurance portfolio.

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals specific to events. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"*, with a key strategic goal of *"Contribute to building healthy and vibrant communities and to support tourism and business development"*

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

After investigation of what other Councils charge for the service (between \$58 and \$275), and discussion with Council, it was decided to charge \$110 for this service; to be reviewed annually.

Economic Implications

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

Environmental / Amenity Implications

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

9.7.2 Approval Process for Formal Gatherings, Casual Use and/or Events on Council-Managed Park Facilities (cont.)

Community Implications

The new process will ensure appropriate use of Council's public assets.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

Nil.

9.7.3 Adoption of 2018/19 Annual Financial Report

Author & Department

Group Manager, Corporate and Community / Corporate and Community Directorate

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

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

Summary

The Local Government Act 1989 requires that Council pass a resolution giving its approval to the Annual Financial Report prior to formal submission to the Auditor-General Victoria and the Minister. The Act further requires that Council must authorise two Councillors to approve the Report.

Draft copies of the Annual Financial Report have been circulated to Councillors with this report for their consideration, and are tabled for information purposes.

RECOMMENDATION

That Council:

- 1. Notes the Recommendation of the Audit Committee;**
- 2. Approve *in principle* the 2018/19 Annual Financial Report;**
- 3. Authorise Councillors McClaren and Williams to sign the 2018/19 Annual Financial Report;**
- 4. Authorise the Acting Chief Executive Officer to make minor amendments to the 2018/19 Annual Financial Report, if required, and brief Council if amendments are made;**
- 5. Authorise the Acting Chief Executive Officer to certify the 2018/19 Annual Financial Report; and**
- 6. Upon receipt of the Auditor's Certified Report, submit the Annual Report to the Minister and make the Annual Report available for public inspection.**

Background

The Victorian Auditor-General's Office has completed the external audit of the 2018/19 Financial Report.

The Annual Financial Report consisting of the Financial Statements and Notes (refer Appendix A) has been prepared in accordance with relevant legislation, applicable Australian Accounting Standards and other related accounting guidelines.

9.7.3 Adoption of 2018/19 Annual Financial Report (cont.)

The Audit Committee, at its meeting on Thursday 12 September 2019, in accordance with the Local Government Act 1989, having reviewed the Annual Financial Report consisting of the Financial Statements and Notes, was expected to have recommended that Council adopt the 2018/19 Annual Financial Report on an “in principle” basis, and this will be reported on verbally to the Council meeting.

The Victorian Auditor-General’s certification is anticipated in late September 2019.

Discussion

The Annual Financial Report is prepared strictly in accordance with the applicable Australian Accounting Standard which includes the Australian equivalent to International Financial Reporting Standards (AIFRS). These Standards require the preparation of five mandatory statements. These statements include –

- “Comprehensive Income Statement” (Operating – Accrual Statement). This comprises non-cash items such as Depreciation and cost of goods (assets) sold, and excludes Capital Expenditure and Transfers to and from Other Reserves.
- “Balance Sheet” which lists Councils’ assets and liabilities. It indicates the overall financial position of Council as at 30th June 2019.
- “Statement of Changes in Equity”. This indicates movements in Council’s Reserve Funds.
- “Statement of Cash Flows”. This indicates all cash expended and received for all activities during the financial year.
- “Statement of Capital Works” which details Council’s capital works expenditure for the financial year. It sets out the expenditure on creating or buying property, infrastructure, plant and equipment by each category of asset.

For the 2018/19 financial year, Council is also required to prepare two “Budget Comparison Notes” with variance explanations to the 2018/19 Annual Budget. These being –

1. Income and Expenditure
2. Capital Works

The following analysis of the 2018/19 Annual Financial Report is at a macro level, which reflects the nature of the Report’s disclosures. It is not designed nor intended to be used as a Management report that provides details of programs, or resultant variances. No analysis has been provided for the Statement of Changes in Equity.

9.7.3 Adoption of 2018/19 Annual Financial Report (cont.)

1. Income Statement

The operating result represents the accrual accounting treatments, which includes the non-cash items of depreciation and cost of goods (assets) sold, but excludes expenditure on Capital items, loan proceeds and loan principal repayments and transfers to and from other reserves.

For the year ended 30 June 2019, Council reported a net surplus of \$6,398,908, which was affected principally by capital grants achieved, grant revenue received in advance, reduced borrowing costs and contributed assets.

2. Balance Sheet

Council's Balance Sheet indicates that Council's overall financial position and its cash and liquidity position is sound and within acceptable financial parameters.

Council's cash position as at 30 June 2019 was represented by cash on hand and investment of \$10.62 million. This represents a decrease in cash holdings of \$3.461 million during the 2018/19 financial year due primarily to expenditure on capital works, and funds owed to Council for capital works. A number of capital works will also be carried over into the 2019/20 financial year.

The value of Council's property, infrastructure, plant and equipment non-current assets as at 30 June 2019 is \$292.15 million, an increase of \$5.434 million, due primarily to the acquisition of assets as part of Council's capital works program.

Council's end-of-year working capital ratio is 2.15:1, which is greater than the target ratio of 1.5:1. This ratio is used to assess Council's ability to meet current commitments and is derived by dividing current assets by current liabilities.

3. Cash Flow Statement

Cash flow reflects expenditure on capital works and there are a number of projects carried forward to 2019/20.

4. Statement of Capital Works

Council completed \$13.79 million worth of projects for 2018/19, an increase of 14.5% over the previous year as carried over works from 2017/18 were completed and flood recovery works (externally funded) were undertaken.

A number of projects will be carried forward to the 2019/20 year.

9.7.3 Adoption of 2018/19 Annual Financial Report (cont.)

Risk Management

Council has addressed any risks associated with the preparation of the reports by applying accepted accounting standards, where applicable.

Strategic Links – policy implications and relevance to Council Plan

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 statements have been prepared using the Local Government Model Financial Report 2018-19 (Local Government Victoria, FG3 – 2019)

Financial / Budgetary Implications

Report has no budgetary implications for the Council. However explanations are provided within the report for material budgetary variations

Economic Implications

The report has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The report has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The report has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

The proposal is consistent with sections 131 and 132 of the Local Government Act 1989 which, amongst other things, requires the Council to “certify the statements in their final form”.

Consultation

Council staff and Council’s external auditor, the Victorian Auditor-General’s Office and Council’s Audit Committee have been consulted as part of the preparation of these reports.

Appendices / Tabled Document/s

- Appendix A: Annual Financial Report 2018/19 (separately circulated)

9.7.4 Adoption of Performance Statement 2018/19 and Governance and Management Checklist 2018/19

Author & Department

Group Manager, Corporate and Community / Corporate and Community Directorate

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

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

Summary

The Local Government Act 1989 requires that Council pass a resolution giving its approval to the Performance Statement 2018/19 and Governance and Management Checklist prior to formal submission to the Auditor-General Victoria and the Minister. The Act further requires that Council must authorise two Councillors to approve the Report.

Draft copies of the Performance Statement 2018/19 and Governance and Management Checklist have been circulated to Councillors with this report for their consideration, and are tabled for information purposes.

RECOMMENDATION

1. That Council adopt, in principle, the –
 - a) Performance Statement 2018/19.
 - b) Governance and Management Checklist 2018/19.
2. That Council authorise Councillors McClaren and Williams to sign the 2018/19 Performance Statement.

Background

Under Section 131 of the Local Government Act 1989, the Annual Budget 2018/19 included a list of prescribed indicators of service performance, financial and sustainable capacity performance required by regulations to be reported against in the performance statement. The Performance Statement represents an independent certification of Council's results against the prescribed indicators. In addition, Section 131 requires Council to report on Council's assessment against the prescribed governance and management checklist for 2018/19.

Discussion

This is the fifth year of operation of the Local Government Performance Reporting Framework (LGPRF). There is a comparison between 2015/16, 2016/17, 2017/18 and 2018/19 with comments detailing any variances. All data was collected according to the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

9.7.4 Adoption of Performance Statement 2018/19 and Governance and Management Checklist 2018/19 (cont.)

Subject to Council adopting the recommendation in this report, the Performance Statement will be forwarded to the Victorian Auditor-General for certification. It is also a statutory requirement for Council to include the Performance Statement in the Annual Report 2018/19.

Risk Management

Council has addressed any risks associated with the preparation of the reports by applying accepted accounting standards, where applicable.

Strategic Links – policy implications and relevance to Council Plan

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 statements have been prepared using the Local Government Model Report 2016 as issued by Local Government Victoria.

Financial / Budgetary Implications

The financial results are shown in the statements.

Economic Implications

The report has no significant economic implications for Council or the broader community.

Environmental / Amenity Implications

The report has no significant environmental or amenity implications for Council or the broader community.

Community Implications

The report has no significant community or social implications for Council or the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

The proposal is consistent with sections 131 and 132 of the Local Government Act 1989 which, amongst other things, requires the Council to “certify the statements in their final form”.

Consultation

Council staff and Council’s external auditor, the Victorian Auditor-General’s Office and Council’s Audit Committee have been consulted as part of the preparation of these reports.

9.7.4 Adoption of Performance Statement 2018/19 and Governance and Management Checklist 2018/19 (cont.)

Conclusion

The Acting Chief Executive Officer and two Councillors are required to sign the Performance Statement (refer Appendix A – separately circulated). It is recommended that Council adopt, in principle, the Performance Statement, shown as Appendix A.

The Acting Chief Executive Officer and one Councillor are required to sign the Governance and Management Checklist (refer Appendix B – separately circulated). It is recommended that Council adopt, in principle, the Governance and Management Checklist, shown as Appendix B.

Appendices

- Appendix A: Strathbogie Shire Council Performance Statement 2018/19
- Appendix B: Governance and Management Checklist 2018/19

Tabled Document/s

- Strathbogie Shire Council Performance Statement 2018/19
- Governance and Management Checklist 2018/19

9.7.5 Memorandum of Understanding with Rural Councils Victoria (RCV) for delivery of the 2020 Rural Councils Victoria Rural Summit

Author & Department

Visitor Economy & Events Coordinator / Corporate and Community

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

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

Summary

In April 2019, Strathbogrie Shire Council was awarded the right to deliver the Rural Councils Victoria (RCV) Summit in May 2020. The relevant Shire Officers, with input from Councillors, will be working closely with RCV to deliver this exciting event. A Memorandum of Understanding (MoU) needs to be signed which sets out the relationship between Council and Rural Councils Victoria in delivering the event. The MoU covers matters such as:-

- Event Management
- Delegate Registrations
- Summit Program
- Marketing and Communications
- Financial Arrangements
- Post-Event Evaluation and Report

RECOMMENDATION

That the Council enter into a Memorandum of Understanding with Rural Councils Victoria to deliver the Rural Councils Victoria Summit 2020.

Background

Rural Councils Victoria is a representative body for the 38 rural and regional Councils in Victoria and is funded by Regional Development Victoria. The RCV Summit is RCV's key biennial event. It should be reflective of RCV priorities and provide an opportunity to inform the future direction, agenda and projects of RCV. The purpose of the Rural Summit is to contribute to equipping rural councils with the necessary information, skills and capacity to respond positively to ever-changing environments, and the Summit program should reflect this purpose.

The RCV Rural Summit provides a forum for Councillors and officers, local business and industry leaders, economic and community development practitioners, academics and education providers, relevant decision makers and anyone passionate about rural prosperity to examine the unique and diverse challenges faced by rural municipalities. It is also viewed as an important networking event by RCV members.

9.7.5 Memorandum of Understanding with Rural Councils Victoria (RCV) for delivery of the 2020 Rural Councils Victoria Rural Summit (cont.)

Throughout the Summit, delegates are encouraged to engage with new people, share ideas, relate learnings to and from their own rural lives and develop actions based on these learnings. It is crucial to the success of the RCV Rural Summit that delegates take their learnings and experiences from the Summit back to benefit their councils and communities. As well as a unique learning and information sharing experience, the Rural Summit should be inspirational and fun for delegates.

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

There is no strategic link to the recently developed Council Plan within Council's goals specific to events. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"*, with a key strategic goal of *"Contribute to building healthy and vibrant communities and to support tourism and business development"*

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 Summit is expected to cover its costs.

Strathbogie Shire Council will be provided with funding of \$83,500 (ex GST) from the RCV program to deliver the Summit.

In addition, Council will receive the funds from registration fees to put towards event costs, and may (with RCV approval) seek local sponsorship or in-kind support for other components/costs associated with the event.

Costs will include venue hire, meals, speakers, etc., which will be covered by revenue for the event.

RCV also provides an additional funding allocation of \$3,500 (ex GST) towards the cost of hosting the Welcome Function. This funding is in addition to the \$80,000 Summit grant. The total amount of funding provided by RCV to Strathbogie Shire Council to host the event is \$83,500 (ex GST).

9.7.5 Memorandum of Understanding with Rural Councils Victoria (RCV) for delivery of the 2020 Rural Councils Victoria Rural Summit (cont.)

The payment terms are:

Upon signing of MOU		\$	20,000
Milestone 2	1-Nov-19	\$	20,000
Milestone 3	31-Jan-20	\$	20,000
Milestone 5	19-Jun-20	\$	23,500

*All ex GST

Milestone 2: includes progress update of Event Management Plan, Communications and Marketing Plan, and documents for review.

Milestone 3: includes review of registration numbers, review of speaker kits and delegate workbooks.

Milestone 4: relates to Running Sheet, Speaker/Facilitator Brief Post-Event Evaluation Plan

Economic Implications

This event delegates 200 from all over Victoria to the region and give the Council the opportunity to showcase a stunning venue, the Goulburn River and Nagambie and surrounds to many who may have never been here before. This will generate significant economic benefits and tourism visitation into the future.

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

Nil.

**9.7.6 Sustainable Development Reference Group
- Draft Minutes of Meeting held on 14 August 2019**

Author & Department

Team Leader Climate Change and Environment / 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

The Sustainable Development Reference Group is made up of Councillors, community and staff, and meets on a monthly basis to provide advice to council on local matters of environment, sustainability and climate change.

The minutes from the Sustainable Development Reference Group (SDRG) meeting held on 14 August 2019 are attached for Council to note.

RECOMMENDATION

- 1. That Council accept the minutes of the Sustainable Development Reference Group of the 14 August 2019 as attached to this report; and**
- 2. That Council note that a separate report regarding the consideration of the *draft Environment and Sustainable Development Advisory Committee Charter* is to be presented to the September meeting of Council.**

Background

The Sustainable Development Reference Group is made up of Councillors, community and staff, and meets on a monthly basis to provide advice to Council on local matters of environment, sustainability and climate change.

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 recommendations.

Strategic links - policy implications and relevance to Council Plan

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

9.7.6 Sustainable Development Reference Group
- Draft Minutes of Meeting held on 14 August 2019 (cont.)

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

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

Financial/Budgetary implications

The author of this report considers that the recommendations have no capital or recurrent budget considerations.

Economic implications

The Sustainable Development Reference Group considers that the recommendations lead to positive economic outcomes for Council and the broader community.

Environmental/Amenity implications

The Sustainable Development Reference Group considers that the recommendations lead to positive environmental and amenity outcomes for Council and the broader community.

Community implications

The Sustainable Development Reference Group considers that the recommendations lead to more equitable engagement outcomes for Council and the broader community.

Victorian Charter of Human Rights and Responsibilities Act 2006

The author considers that the recommendations do 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 recommendations have no legal or statutory implications which require the consideration of Council.

Consultation

The Sustainable Development Reference Group members are drawn from members of the Strathbogie Shire community for the purposes of more transparent consultation with residents. No broader consultation for these recommendations was required.

Attachments

- Draft Sustainable Development Reference Group Minutes – 14 August 2019.

SUSTAINABLE DEVELOPMENT REFERENCE GROUP MEETING MINUTES



Thursday 08 August 2019
Conference Room, Council Offices
4.00pm – 6.00pm

Committee

Cr Kate Stothers	<i>Councillor</i>	Cr Deb Bower	<i>Councillor</i>
Charlie Brydon	<i>Friends of the Sevens Creek</i>	Peter Robinson	<i>Vic Farmers Federation</i>
David Jamieson	<i>Strathbogie Pine Action Group</i>	Carole Hammond	<i>Strathbogie Shire</i>
Anna Toland	<i>Agricultural Sector</i>	Shirley Saywell	<i>Euroa Environment Group</i>
Carolena Helderman	<i>Euroa Arboretum</i>	Jeff Saker	<i>Manager Assets</i>

1. WELCOME MEMBERS AND ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Owners of the land on which we are meeting. We pay our respects to their Elders, past and present and emerging.

2. CONFLICT OF INTEREST DECLARATIONS

Conflicts of interest in relation to any of the items on the meeting agenda are to be declared by all attendees. Unaffected committee members are to determine and justify the extent the affected member should or should not participate in the discussion and voting on the agenda item, and minute this for the record.

3. APOLOGIES

4. ACCEPTANCE OF MINUTES

RECOMMENDATION:

That the July minutes of the Sustainable Development Reference Group be accepted.

MOVED – David

SECONDED – Charlie

5. MATTERS ARISING

ACTION: Jeff to arrange for images from A Night to Forget on website. PROGRESSING.

ACTION: Council to send letter congratulating VCAT & DELWP, and supporting evidence-based decisions on retaining biodiversity in over-cleared landscapes to Regional Manager DELWP (cc Secretary) waiting to be signed/sent. **COMPLETE**

ACTION: Carole to prepare a Report for the Mayor to present on behalf of Strathbogie Shire Council to the MAV State Council outlining the issues and opportunities of the Roadside Weed and Pest Program. Conference is in October. David and Carole + Landcares

ACTION: David Jamieson to discuss the auspice of an urban landcare group with the Granite Creeks Landcare Network. **COMPLETE**

ACTION: Carole to finalise Council TFN Report (2nd Gen) with clear recommendations. Carole to undertake September Council Report.

ACTION: Upcoming Agenda Item – "Roadside Tree Removal and Management" (see item 8)

- ACTION: Jeff to invite Carole to the next MFMP Meeting.
- ACTION: David J. to talk to Sue Kosch about funding for woody weeds in riparian areas (Strathbogie). **COMPLETE**
- ACTION: Carolena to speak to Carole re location for Jim on Manna Gums near Dykes Road roadside. **COMPLETE**
- ACTION: JS to follow up on the cost of planting trees in urban areas (as outlined in Carole's report in the minutes of last meeting and report back to the next meeting. **COMPLETE**
- ACTION: Carole to consider what a regular reporting document could look like for Council consideration at ordinary meetings and report back to this Committee for discussion. PROGRESSING

6. 2019/20 SS2030 ACTIONS

Complete
 Begun
 Off track

Action #	Title	Timeframe	Status
1.08	Climate Emergency Declaration	Aug 2019	
2.05	Council / community emissions evaluations and reporting – Carbon Crunching Councils & Trellis	Start August 2019	
2.06	Corporate Greenhouse Program – Zero Net Emissions by 2025	Annual	
6.15	Consider SDG thinking in the MSS Review	2019/20	
6.16	Incorporate SDG thinking into Council Strategies and Frameworks	2019/20	
6.14	Council 'Responsible Investment Charter' to act, invest, and procure in ways that benefit an economically, socially and environmentally balanced Shire and wider world.	2019/20	
2.10	Eco driver training for Council staff	2019/20	
2.14	Lighting the Regions Project Second Generation	2018-22	
2.16	Low emission Council Fleet Purchasing Policy requiring 80 per cent minimum of passenger vehicles to emit less than 5 tonnes CO2-e per 20,000 KM per annum, & for suitable EV charging infrastructure to be located at Council buildings.	2019/20	
2.17	Finalise 'Greening Strathbogie Shire's Buildings and Spaces' Policy	2019/20	
2.18	Enter into the Local Government Renewable PPA	July 2019	
3.02	Alternative Water Programs – Greening Euroa	2019-22	
3.04	Water Partnerships, education, - Greening Euroa	2019-20	
3.06	Water audits x3 at Council	2019-20	
3.08	Stormwater infrastructure database dev	2019/20	
3.13/4.02	Capital Works water re-use and planning for construction and demolition waste opportunities integrated into whole of project scope for Council.	2019-20	
4.01	Waste Strategy	2019	
4.03/4	Zero Waste Events & Wash Against Waste Trailer	2019/20	
4.06	Ag Waste study	2019/20	
4.09	Audit Council waste streams	2019/20	
5.01	Roadside Management Plan Review	2019/20	
5.12	10 year climate planting plan for street trees	2019/20	
5.10	Deliver a shire urban forest strategy	2019/20	
6.08	Engage with Traditional Owners to implement TO Living Gardens, signage throughout the shire.	2019/20	

ACTION: Carole to invite Phil and Emma to next meeting about MSS.

<p>7. CLIMATE EMERGENCY DECLARATION & SS2030 RECOMMENDATION</p> <p>(a) Council Meeting attendance by the SDRG</p> <p>The SDRG felt it was important that Council have a presentation from Darebin before the Recommendation is debated, thus were unsure whether it will be put before the August or September meetings due to schedules of Darebin participants.</p> <p>(b) CE priorities</p> <p>The Council recommendations were discussed and areas where there may be concerns raised so that they can be presented on during the presentation.</p>
<p>8. NATIVE VEGETATION</p> <p>(a) Illegal clearings</p> <p>(b) Native Vegetation Offset Register</p> <p>(c) Ethical Firewood and collection points</p> <p>It was discussed that illegal clearing of council managed and state forest timber is being reported by councils and Parks Vic as currently being at 'epidemic' proportions and unmanageable by the slim resources of these rural organisations. The offenders are going into forests at 2am to cut down large old trees, and cutting down trees on roadsides without asking about permits from council. There is concern that this 'lost' vegetation and actions/follow up is not being logged publicly by council and the Shire does not have an understanding of how it is faring in terms of crown and public deficits/surplus of public native vegetation.</p> <p>ACTION: Carole to take the Ethical Firewood initiative to the GBLGBRG alliance of councils in August and report back to SDRG.</p> <p>ACTION: Carole to ask DELWP/Planning team if they have registers for Offsets and Illegal clearings in our region.</p> <p>ACTION: Carole to investigate Depot cutting up fallen trees into manageable lengths for collection and the Shire alerts community to pick up from designated spot on side of road.</p> <p>Once the 'designated collection area' has been organised, it was suggested we organise a button on website for firewood collection.</p> <p>Often Council contracts works to external parties re lopping etc and they keep the offcuts.</p> <p>ACTION: Look at contractor contracts regarding who keeps and profits from Councils offcuts and loppings with a view to retaining for people on pensions and/or disability-low income to pick up at the Strathbogie Shire depots.</p> <p>Cr Bowers discussed that Council was told some time ago that a letter went around to tree removal/lopping contractors to let them know they were liable if they undertook illegal vegetation removals.</p> <p>ACTION: Carole to ask Phil and Emma for a copy of letter to contractors.</p>
<p>9. REPORTS</p> <p>(a) Community Emissions Profile</p> <p>(b) Council Fleet Evaluation</p>
<p>10. SDRG CHARTER</p> <p>RECOMMENDATION:</p> <p>That the SDRG Charter be sent to Council for endorsement.</p> <p>MOVED – Charlie</p> <p>SECONDED – David</p> <p>ACTION: Anna to lead some dot points as info for incoming committee members.</p>

11.	
12.	OTHER BUSINESS (a) Street Tree Trial – Bury, Kennedy, Sutherland – need to identify species, road works, have briefing, making sure it happens. Timeframe to come. Shirley has sent Jeff an email re next meeting. Ideal time no later than Oct. Letters to residents. (b) Bush Crew – ACTION: Shirley to send through a list of things the Bush Crew does for Carole to send around to staff. (c) Recycled Water Initiative - update (d) SDRG and Review of Council Projects – left for work plan next meeting
13.	AGENDA ITEMS FOR NEXT MEETING ACTION: Jeff to ask Phil and Emma to next meeting to discuss MSS.

9.7.7 Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 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 previously endorsed the *Strathbogie Shire Sustainable Development Reference Group Charter* on 17 June 2014.

This report presents a reviewed draft *Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019* for Council consideration.

RECOMMENDATION

That Council –

- 1. Adopts the Draft *Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019* as attached to this report;**
- 2. Invite nominations by expression of interest for 50% of the current Sustainable Development Reference Group membership to be considered for membership on the Strathbogie Shire Environment and Sustainable Development Advisory Committee for a period of two (2) years and thereafter not less than one (1) month prior to the date of the termination of the term of office of the representatives.**
- 3. Adopt timelines for the public notice for Expressions of Interest as follows:
a. Public Notice Wednesday 25 September 2019
b. Nominations due date Friday 1 November 2019**
- 4. Notes that following the public exhibition period and assessment of nominations received, a report with recommendations on Community Representatives will be presented to the Statutory Meeting of Council for consideration.**

Background

Council adopted the previous *Strathbogie Shire Sustainable Development Reference Group Charter* on 17 June 2014.

9.7.7 Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019 (cont.)

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

- Renaming the Sustainable Development Reference Group to the Strathbogie Shire Environment and Sustainable Development Advisory Committee;
- Reformatting to the current Council “Committee Charter” template;
- Inclusion of “Purpose (Objectives) Of The Committee”;
- Change of Council Position Titles to reflect the current organisational structure;
- Inclusion that there is to be two (2) Councillor representatives on the Committee from which the Chairperson and Deputy Chairperson shall be selected;
- Specifying that membership includes one representative from each of the Registered Aboriginal Parties for the Strathbogie Shire;
- Increasing the number of Community representatives – up to eight (8) who have expertise, skills, qualifications, experience and passion for Strathbogie Shire’s environment and sustainability matters.
- Membership may include, but is not limited to representatives or individual nominations from:
 - Evolve Strathbogie
 - Landcare, Conservation Management Networks or other environmental groups
 - Euroa Arboretum
 - Sustainable or Best-practice Farming groups
 - Others
- Inclusion that membership of the committee would ideally include Youth representation (<25years of age);
- The Council or Committee may second people with technical expertise as required for a temporary period from the following agencies:
 - Strathbogie Shire;
 - EPA Victoria;
 - Department of Environment, Land, Water and Planning (DELWP);
 - Goulburn Broken Catchment Management Authority (GBCMA)
 - Goulburn Murray Water;
 - Trust for Nature;
 - Department of Economic Development Jobs Transport and Resources (DEDJTR); and
 - Other appropriate partners and agencies.
- Amending the term of appointments of public members from two (2) years to four (4) years and that at the conclusion of a term, position/s become vacant and will be re-advertised;
- Committee members will be staggered in terms of their appointed timeframe whereby half the members will be replaced at a time. Effectively, every two years there will be an appointment process of alternative half the members of the Committee;

9.7.7 Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019 (cont.)

- Inclusion that the Committee is empowered to declare a Committee members position vacant if he/she fails to attend three (3) consecutive meetings without leave by resolution duly passed;
- A member can resign his/her position at any time;
- Amending the meeting frequency of the Strathbogie Shire Environment and Sustainable Development Advisory Committee from the third Thursday of every month to “bi-monthly from February to December at a date and time to be determined at the first meeting. Additional meetings may be convened at the discretion of the Chairperson/Council”; and
- Addition of a Pecuniary Interest and Code of Conduct clause.

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. The revised Charter clearly outlines the Governance structure for both Committee’s and the roles of each member.

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

There are minimal financial implications in developing this Charter as proposed which will be limited to advertising costs associated with appointment to the Community representative roles.

Any costs associated with the implementation of the Advisory Committee will be referred to future budgets for consideration.

Economic Implications

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

Environmental / Amenity Implications

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

9.7.7 Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019 (cont.)

Community Implications

The author of this report considers that the recommendation has no significant community or social implications for Council or the broader community other than those described elsewhere in this report.

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

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

The current Sustainable Development Reference Group has been consulted during the drafting of this document. The author of this report considers that the matter under consideration did not warrant a community consultation process.

The adoption of the draft *Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019* and future appointment to the Representative vacancies will require Council consideration.

The proposed Section 223 process provides the opportunity for the community to nominate to the vacant Community Representative roles for Council consideration.

Attachments

- Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019



Strathbogie
shire

**Strathbogie Shire
Environment and Sustainable
Development Advisory
Committee
Charter**

Endorsed by Council: TBA

STRATHBOGIE SHIRE COUNCIL

CHARTER OF THE ENVIRONMENT AND SUSTAINABLE DEVELOPMENT ADVISORY COMMITTEE

1. CONSTITUTION

- 1.1 The Strathbogie Shire Council ("Council") has resolved to appoint an Environment and Sustainable Development Advisory Committee ("Committee").
- 1.2 The Council will review the Environment and Sustainable Development Advisory Committee within 12 months after the election of Councillors; which is every four (4) years.

2. PURPOSE (OBJECTIVES) OF THE COMMITTEE

The purpose of the Committee is to provide the best possible advice to Council on matters concerning the natural environment and environmental sustainability. The Committee will support Council and the Strathbogie Shire in the development of relevant strategy, policy and action plans and assist with community engagement and discussion around these issues.

3. TERMS OF REFERENCE

The Committee will achieve its purpose by:

- Advising on Council's Declaration of a Climate Emergency and embedding of the framework and thinking into Council operations
- Advising Council on the implementation of the Sustainable Strathbogie 2030 Strategy and Action Plan, 2018 - 2022;
- Advising Council on the development, review and implementation of relevant Council policies, strategies and action plans;
- Providing advice to Council on relevant current and emerging issues and providing guidance on research and investigation needs;
- Considering and recommending options for future strategic work that will enhance and improve organisational and community environmental sustainability;
- Participating in relevant community forums and events for the purpose of seeking feedback from the community on issues relevant to environmental sustainability;
- Identifying relevant funding opportunities; and
- Forming, overseeing and managing up to three (3) sub-committees or working groups at any one time.

Council will actively seek, and take the advice of the Committee into consideration as part of its wider deliberations regarding matters concerning the natural environment, climate change and sustainable development.

4. COMMITTEE MEMBERSHIP

To ensure a balanced and comprehensive base for advice, the Committee should collectively have a diversity of relevant expertise and experience. Ideally there should be a balanced representation of genders, age and indigenous representation.

4.1 The Council has resolved that the Committee shall consist of the following representatives:

- Councillors x Two (2) from which the Chairperson and Deputy Chairperson shall be selected
- Council Officers x Two (Group Manager Community Assets and Team Leader Climate Change & Environment)
- Community representatives – up to eight (8) who have expertise, skills, qualifications, experience and passion for Strathbogie Shire's environment and sustainability matters. Membership may include, but is not limited to representatives or individual nominations from these following organisations:
 - Evolve Strathbogie
 - Landcare, Conservation Management Networks or other environmental groups
 - Euroa Arboretum
 - Sustainable or Best-practice Farming groups
 - Others

4.2 Membership will be based on the desire to achieve a mixture of expertise, skills, qualifications, experience and passion for Strathbogie Shire's environment and sustainability matters.

4.3 Membership would ideally include Youth representation (<25 years of age);

4.4 The Council or Committee may second people with technical expertise as required for a temporary period from the following agencies:

- Strathbogie Shire;
- EPA Victoria;
- Registered Aboriginal Parties
- Department of Environment, Land, Water and Planning (DELWP);
- Goulburn Broken Catchment Management Authority (GBCMA)
- Goulburn Murray Water;
- Trust for Nature;
- Department of Economic Development Jobs Transport and Resources (DEDJTR); and
- Other appropriate partners and agencies.

5. TERM OF APPOINTMENT

5.1 All community members shall be appointed for a four (4) year term. At the conclusion of a term, position/s become vacant and will be re-advertised.

5.2 The Committee community members will be staggered in terms of their appointed timeframe whereby half the members will be replaced

at a time. Effectively, every two years there will be an appointment process of alternative half the members of the Committee.

- 5.3 A member of the Committee may resign his/her position at any time.
- 5.4 The Committee is empowered to declare a Committee member's position vacant if he/she fails to attend three (3) consecutive meetings without leave by resolution duly passed by this Committee.
- 5.5 The Council (or delegated to the Committee) shall appoint another person to fill any vacancy caused by the resignation of any member of the Committee.
- 5.6 Any person appointed to fill a vacancy on the Committee shall hold office for the unexpired portion of the previous member's term of office.
- 5.7 Exiting members may apply for further terms of office through the Expression of Interest and interview process.

6. NOMINATION OF MEMBERSHIP

- 6.1 The Council shall invite nominees by expression of interest not less than one (1) month prior to the date of the termination of the term of office of the representatives.
- 6.2 Council has the right to veto any nomination if the nominee is deemed to be unsuitable for the purpose of the Committee. Council shall give clear and concise reasons for such veto. The nominee reserves the right to appeal the veto.

7. CHAIRPERSON

- 7.1 The Council will appoint a Councillor as Chairperson of the Committee to preside at all meetings at which he/she is present.
- 7.2 In the absence of the Chairperson, the deputy Chairperson shall preside as Chairperson at the meeting.
- 7.3 The role of the Chairperson shall be:
 - (a) To chair all meetings of the Committee.
 - (b) To act as the liaison person between the Committee and Council.

8. SECRETARY

The Committee is to be serviced with the administrative and technical support provided by Council.

- 8.1 The Chief Executive Officer shall appoint a Council Officer to act as Secretary to the Committee.
- 8.2 The Secretary shall prepare the agenda and minutes for each meeting of the Committee and shall distribute, or arrange to be distributed,

copies of the agenda and minutes to members of the Committee and Council.

9. REPORTING

9.1 The Committee shall submit its minutes to Council for inclusion in the next available Council Meeting Agenda.

10. DELEGATIONS

10.1 This Committee has no delegated powers to act on behalf of Council in the commitment of Council expenditure or staff resources until resolved explicitly by Council.

11. FINANCES

11.1 This Committee has no delegated authority to expend monies.

12. INSURANCES

12.1 The Council shall arrange and maintain a portfolio of insurances to cover all possible risks, including a Personal Accident Policy of committee members, a Voluntary Worker's Policy and an Indemnity Policy for committee members.

13. MEETINGS OF THE COMMITTEE

13.1 All meetings of the Committee shall be conducted in accordance with Council's Local Law No. 6.

13.2 The Committee shall meet bi-monthly from February to December at a date and time to be determined at the first meeting. Additional meetings may be convened at the discretion of the Chairperson/Council.

14. QUORUM

14.1 A quorum is formed when a simple majority of members of the Committee is present at a meeting.

15. REVIEW

15.1 The Council shall carry out regular reviews of the Committee's Charter.

15.2 The Council may carry out a special review of the Committee's Charter at the request of the Committee.

15.3 The Council shall consult with the Committee prior to the making of amendments or alterations to the Committee's Charter.

16. PECUNIARY INTERESTS

16.1 Members of this Committee are not obliged to submit returns of pecuniary interest as there is no delegated power to the Committee.

17. CODE OF CONDUCT

17.1 Councillors on this Committee are to abide by the *Councillor Code of Conduct, 21 February 2017*

17.2 Council Officers on this Committee are to abide by the *Staff Code of Conduct CEO Directive, April 2019*

This Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter is made on behalf of Strathbogie Shire Council by its Chief Executive Officer under the authority of the Instrument of Delegation.

SIGNED by
Chief Executive Officer of the Strathbogie Shire Council

.....

Dated:

9.7.8 Road Closures for Seven (7) Regular Events

Author & Department

Visitor Economy & Events Coordinator / Corporate and Community

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

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

Summary

This report provides Council with details of the following seven regular annual events that Council Officers will use their delegated authority to approve requested short-term road closures:

1. Australian National Show & Shine (annual event)
2. Euroa Agricultural Show (annual event)
3. Euroa Spring Festival / Wool Week (annual event)
4. Euroa Village Farmers' Market (monthly event)
5. Violet Town Community Market (monthly event)
6. ANZAC Day - Euroa (annual event)
7. Avenel Primary School Fete (annual event)

RECOMMENDATION

That Council note the seven annual events that the Council Officers will use their delegated power to approve a short term road closure, as outlined in this report:

- 1. Australian National Show & Shine (annual event)**
- 2. Euroa Agricultural Show (annual event)**
- 3. Euroa Spring Festival / Wool Week (annual event)**
- 4. Euroa Village Farmers' Market (monthly event)**
- 5. Violet Town Community Market (monthly event)**
- 6. ANZAC Day - Euroa (annual event)**
- 7. Avenel Primary School Fete (annual event)**

Background

Council's officers (either the Acting CEO or Group Manager Community Assets) currently have authority or delegated under the Local Government Act 1989 Section 207 and Schedule 11, Clause 10 (1) (b) "Power to place obstruction or barriers on a road temporarily for as long as is necessary for a procession, public ceremony or function" to approve, for a period of 12 months, the road closures required for the above seven events.

9.7.8 Road Closures for Seven (7) Regular Events (cont.)

The current S7: Instrument of Sub-Delegation from CEO to Members of Council Staff shows that either the CEO, Group Manager Community Assets or Manager Projects all currently have the authority or delegated authority to make a decision relating to the Local Government Act Schedule 11 cl. 10(1)(b) *“Power to place obstructions or barriers on a road temporarily”*:

“A Council may block or restrict the passage or access of vehicles on a road by placing and maintaining any temporary barrier or other obstruction on the road for as long as is necessary for a procession, public ceremony or function”

The seven events listed above are all conducted on local roads within Strathbogie Shire:

1. The 2019 Australian National Show & Shine will be taking place on Sunday 6th October 2019, and is a regular annual event in Euroa which takes place on the first weekend each October. The road closure incorporates Kirkland Avenue, Bury Street, Brock Street. Should the weather be inclement again this year and access to Seven Creeks Park is unviable, the event would be looking to expand into Binney Street.
2. The Euroa Agricultural Show will be taking place on Saturday 26th October 2019, and is a regular annual event in Euroa.
3. The Euroa Spring Festival / Wool Week Street Parade and Street Festival will be taking place on Saturday 2nd November 2019, and is a regular annual event in Euroa.
4. The Euroa Village Farmers' Market is a regular monthly event held on the 3rd Saturday of each month.
5. The Violet Town Community Market is a regular monthly event held on the 2nd Saturday of each month.
6. ANZAC Day Euroa is held every year on 25th April. The other town services are held on VicRoads roads.
7. Avenel Primary School Fete to be held on 10 November, the school is looking to close Anderson Street between the Rec Reserve and The School to conduct their Car Boot Sale.

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

These events have been held on a regular (yearly or monthly) basis over previous years, except for the Avenel Primary School fete event as this is the first year they have requested this road closure, but plan to make the road closure part of their event from now on.

On a yearly basis the organising bodies of these events are required to submit to Council the required event application forms, event management plans, traffic management plans and proof of the required public liability insurance policies. The relevant officers within Council assess all of this submitted documentation on a yearly basis and determine that the required measures are in place for all of these events to take place safely.

9.7.8 Road Closures for Seven (7) Regular Events (cont.)

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals specific to events. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"*, with a key strategic goal of *"Contribute to building healthy and vibrant communities and to support tourism and business development"*

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 there are no further capital or recurrent budget considerations, apart from those described elsewhere in this report.

Economic Implications

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

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

Vehicular access to residential and business properties along any of these short term road closures may be restricted for the duration of these events. The organising bodies of these events are required to notify all affected residents and business operators, and also place local newspaper advertisements to inform the public of these road closures. These regular road closures are not currently causing any known access issues or public concern.

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

These events all require community consultation, which is undertaken in all cases by the event organisers.

Attachments

Nil.

9.7.9 Cost and Feasibility Study to examine Community Bus Transport Needs

Author & Department

Policy Research and Councillor Support Officer/ Organisational Performance

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

On Tuesday 23 July 2019, Councillors endorsed officer report 6.7.2: 'East and West Bus Connectivity Study incorporating Euroa Secondary College Student Bus Options'. The main driving forces for Council to fund a feasibility study were:

- 1) To further advocacy efforts in the key area of public transport as listed in the 2017-2021 Council Plan, for better resident connectivity and economic development; and
- 2) Due to Victorian Government changes to the student bus transport policy resulting in the re-zoning of Avenel and Nagambie students to neighbouring schools Rushworth Secondary College and Seymour Secondary College from Term 1, 2021.

Since February 2019 Strathbogie Shire Council has advocated with the Victorian Government in support of Euroa Secondary College to appeal the student bus transport changes by scheduling numerous meetings and providing documentation and briefing notes to:

- Ms Steph Ryan MP, Member for Euroa and Deputy Leader of the Nationals;
- The Hon. Jaclyn Symes MLC Member for Northern Victoria and Minister for Regional Development;
- The Hon. Melissa Horne MP, Minister for Public Transport;
- The Hon. Jacinta Allan MP, Minister for Transport Infrastructure;
- Mr Rob Barton MLC, Member for Eastern Metropolitan;
- Ms Tania Maxwell MLC, Member for Northern Victoria;
- The Hon. James Merlino MP, Minister for Education.

On 14 August 2019, Council received advice from Mr Rob Barton MLC's office advising that a meeting with the Minister for Education and Members of Legislative Council arrived at the outcome to permit the continuation of the Avenel and Nagambie student bus transport to Euroa Secondary College and funded by the Student Resource Package.

Euroa Secondary College received written advice regarding the Ministerial decision from the Hon. Jaclyn Symes MLC, Member for Northern Victoria, as advised by College Council President, Ruth Nolan.

Although this is welcome news for Strathbogie Shire Council, Euroa Secondary College, student families and affected communities, this Ministerial decision has not been received in the written form of an agreement and is not regulated according to a timeline.

9.7.9 Cost and Feasibility Study to examine Community Bus Transport Needs (cont.)

In light of this recent outcome for Euroa Secondary College to regain Avenel and Nagambie student bus transport, the author of this report recommends Council revisit the previously endorsed motion, with alternative options listed below for Council's consideration.

Option 1. rescind the previous motion endorsing officers to conduct a cost and feasibility study to examine community bus transport needs in Strathbogie Shire including options to transport students from Nagambie and Avenel to Euroa Secondary College; revoking the allocation of a maximum of \$20,000 to the feasibility study, noted in the mid-year budget review.

Option 2. reaffirm the original motion for officers to conduct a cost and feasibility study to examine community bus transport needs in Strathbogie Shire including options to transport students from Nagambie and Avenel to Euroa Secondary College, allocating of a maximum of \$20,000 to the feasibility study, and this allocation is noted in the mid-year budget review.

Option 3. endorse a motion for officers to conduct a cost and feasibility study to examine community bus transport needs in Strathbogie Shire, allocating a maximum of \$20,000 to the feasibility study, and this allocation is noted in the mid-year budget review.

Option 4. endorse a motion for officers to seek funding from the Victorian Government, who is responsible for public transport, or a contribution to, funding for a feasibility study for community bus transport needs in Strathbogie Shire.

RECOMMENDATION

For Council decision.

Background

Euroa Secondary College is a Government school based in Euroa, providing secondary education to students from year 7 to year 12. Euroa High School opened in 1956, and was renamed Euroa Secondary College in 1992 following the Government's decision to merge high school and a technical school curriculum. Euroa Secondary College is the only secondary college available in Strathbogie Shire. Approximately 282 student families within a 60kilometre radius rely on ESC for educational services, and currently the school has 350 students enrolled.

9.7.9 Cost and Feasibility Study to examine Community Bus Transport Needs (cont.)

Changes to school zoning

The Victorian Government student bus transport policy was updated in 2018, resulting in all public school students being zoned to attend the closest neighbouring school to obtain free student bus transport provided by the State. As the result of these changes, last year Euroa Secondary College was advised by the Department of Education that the historic agreement to share student bus transport with Seymour Secondary College was revoked. Therefore, if Avenel, Nagambie and surrounding area families who would prefer to send their children to Euroa Secondary College would have to pay \$480 per student per year commencing Term 1, 2021.

The issue this presented to Avenel, Nagambie and surrounding area student families was to attend the closest neighbouring school, or pay newly introduced annual fees to travel on student bus transport to the school of their choice, or arrange daily private transport to attend their school of choice due to a lack of public transport options.

Euroa Secondary College acknowledge that the closest school for Avenel and Nagambie students to attend is Seymour Secondary College, however this school is situated outside of Strathbogie Shire Council municipality, and is not the historically proven preference of families in those townships. To date, Euroa Secondary College has approximately 50 students attending from Nagambie, and 30 students attending from Avenel on school bus transport.

Public Transport/ Connectivity

Strathbogie Shire has frontage to two major rail lines; the North East and Shepparton lines. Currently services provided on these lines are inadequate; plagued with breakdowns, limited and unreliable services and overcrowding. Residents also have limited access to bus services for transportation within the shire and to surrounding areas.

Reliable and timely public transport services are crucial to ensuring the liveability of rural and regional Victoria. The Strathbogie Shire needs equality in public transport services to assist in catering for the population growth that is currently placing pressure on Melbourne and other major cities.

Public transport is crucial to connecting communities to their jobs, medical appointments, events and educational opportunities.

Currently, Strathbogie Shire Council is advocating to the Victorian Government for fast rail V/Line Train services, a new bus stop in Longwood and for an upgrade to the Avenel Bank St, Queen St and Avenel-Longwood Road intersection including the level-crossing.

9.7.9 Cost and Feasibility Study to examine Community Bus Transport Needs (cont.)

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. This report recommends a cost and feasibility study to assist Council to assess the viability of community transport options for East and West connectivity.

Risk Management

Strathbogie Shire Council faces a threat to economic development and population growth if it is unable to meet the needs and demands for public transport services.

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that advocacy for transport connectivity is consistent with the 2017-2021 endorsed Council Plan, 'to advocate on behalf of our community' in the key areas of Public Transport and Education, and to support and drive economic development for the region.

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 amount to fund a cost and feasibility study to examine community bus transport needs in Strathbogie Shire requires an indicative investment of \$10,000-\$20,000. External funding can be investigated if required.

Economic Implications

Public transport and infrastructure is important for Strathbogie Shire's economic development and growth. With over 600 new housing blocks approved for development by Council in Avenel and Nagambie; a growing need for public transport services to support and grow lifestyle choices and affordability in critical.

Environmental / Amenity Implications

The author of this report considers that there are no environmental or amenity implications to conduct a transport cost and feasibility study.

Community Implications

The author of this report considers public transport a provision of service that is not currently being met by the Victorian Government. A feasibility study would assist Council to assess ways to improve liveability and connectivity for resident, ratepayer and visitor economies, and help to advocate to for State Government funding if a viable option is provided.

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.

9.7.9 Cost and Feasibility Study to examine Community Bus Transport Needs (cont.)

Legal / Statutory Implications

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

Consultation

All necessary community consultation would be undertaken as part of an engagement process within the feasibility study.

Attachments

Nil.

9.7.10 Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption

Author & Department

Waste Management Officer / Community Assets

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

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

Summary

The purpose of this report is to seek the Strathbogie Shire Council's endorsement of the Southern Goulburn Valley Waste and Resource Recovery Education Strategy (the Strategy).

The Strategy was prepared by the Regional Waste and Resource Recovery Education Officer as part of a collaborative project between Mitchell, Murrindindi and Strathbogie Shire Councils, in partnership with the Goulburn Valley Waste and Resource Recovery Group (GVWRRG).

The objective of the Strategy is to provide strategic direction for the development and delivery of waste and resource recovery education in the southern Goulburn Valley region. To achieve this, the Strategy provides guiding principles, strategic directions and a three year action plan to assist in development, implementation and evaluation of waste and resource recovery education programs and activities in the region.

This Strategy ties in directly with Councils own Waste Management Strategy with actions 3a, 4a, 7a, 10a, 11b all stating "*Initiate actions from the Southern Goulburn Valley Regional Waste and Resource Recovery Education Strategy*".

RECOMMENDATION

That Council endorse the Southern Goulburn Valley Waste and Resource Recovery Education Strategy 2019 – 2021.

Background

The Strategy was developed for the tri-council partnership of Murrindindi, Mitchell and Strathbogie Shire Councils as part of the appointment of the Southern Goulburn Valley Regional Waste and Resource Recovery Education Officer.

This Strategy has been developed in line with the National Waste Policy, Victorian Waste Education Strategy and with input from the Goulburn Valley Waste and Resource Recovery Group's (GVWRRG) Education Steering Committee. The Strategy is guided by the waste hierarchy as well as local and national contextual drivers.

9.7.10 Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption (cont.)

The strategic directions and actions of the Strategy are supported by and contribute to each Council’s individual waste and resource recovery strategy. The Strategy and action plan has been designed for a three year term to align with allocated funding.

In addition to this strategic alignment, the development of the Strategy has been guided by the community engagement that was undertaken as the first stage of development across all three municipalities in the first quarter of 2019.

Strategic Directions

The five strategic directions are informed by the guiding principles of the waste hierarchy and align with national, state and regional policies and strategies. Additionally, the actions that support each direction have been designed to reflect the priorities and concerns of the local communities identified in the community engagement activities.

The five strategic directions are broken down into actions listed in the table below, these actions are further broken down into specific measurable activities which are described in detail in the three year action plan.

Strategic Direction	Actions
<p>1. Increase community and local business awareness of the impact of waste and support and encourage waste avoidance initiatives</p>	<p>1.1 Utilise and build upon existing waste avoidance materials, programs and campaigns to raise awareness among the community and local business.</p> <p>1.2 Support local food organic and garden organic (FOGO) waste education campaigns including the development of local compost and worm farm workshops.</p> <p>1.3 Lead by example. Support good practice waste avoidance initiatives within internal council operations.</p>

9.7.10 Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption (cont.)

<p>2. Build community understanding of waste management as an essential service for all Australians, supported by their Local Council</p>	<p>2.1 Develop community awareness of local Council's role and responsibilities within the national and regional waste and resource recovery management context.</p> <p>2.2 Develop community awareness of local volumes of waste and resource recovery and help the community connect to the scale of the service they receive.</p> <p>2.3 Establish Resource Recovery Centres (RRC) as a point of resource recovery education for residents.</p> <p>2.4 Support the development and maintenance of a trusting and respectful relationship between the local community and the participating councils.</p>
<p>3. Increase community knowledge and confidence in kerbside recycling</p>	<p>3.1 Increase the understanding of residents in relation to kerbside recycling systems.</p> <p>3.2 Increase community confidence of the kerbside recycling service through communications around what happens to the recycling after collections and local recycling contamination issues.</p> <p>3.3 Develop and promote a regional school's toolkit linked to the Victorian curriculum to support local teachers to provide effective waste and resource recovery education.</p> <p>3.4 Develop a school holidays waste and resource recovery education program to be hosted by council staff at council libraries.</p>

9.7.10 Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption (cont.)

<p>4. Increase community awareness around the problems of litter and illegal dumping</p>	<p>4.1 Support the implementation of the GWRRG's regional litter and illegal dumping strategy or campaigns which inform the community of local illegal dumping issues and their social, environmental and economic impacts.</p> <p>4.2 Promote and support litter collection campaigns such as Clean up Australia Day and Adopt a Roadside.</p>
<p>5. Strengthen the southern Goulburn Valley's waste and resource recovery education capabilities</p>	<p>5.1 Support other Goulburn Valley local government authorities and regional agencies by sharing knowledge and resources where effective.</p> <p>5.2 Produce annual reporting which demonstrates the benefits of waste and resource recovery education.</p> <p>5.3 Participate in and support the GWRRG's Education Steering Committee through attendance at steering committee meetings and participation in regional projects.</p>

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The following alternatives have been identified for the consideration of Council. Council can choose to not adopt the strategy which could lead to reduced opportunities for waste education funding and no dedicated plan for education of our community in the waste area.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

9.7.10 Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption (cont.)

Financial / Budgetary Implications

The Regional Waste and Resource Recovery Education Officer position is funded by the tri-council partnership of Murrindindi, Mitchell and Strathbogie Shire Councils. The current kerbside collection and receivables contracts for each of the three Councils include provision for a \$10,000 per annum education component per contract per Council (i.e. \$20,000 per Council). These funds are used to fund the employment of a part-time (0.8 EFT) Regional Waste and Resource Recovery Education Officer. In addition to these funds, the Goulburn Valley Local Government Forum are providing funding of \$15,000 per annum over the three-year period. In total, this amounts to a budget of \$75,000 per annum.

Each Council will utilise their existing operational funding for development of waste education materials and workshops that are identified in the three year action plan. Additionally, future funding to support this position and its associated activities may also be sought through collaborative external funding opportunities.

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.

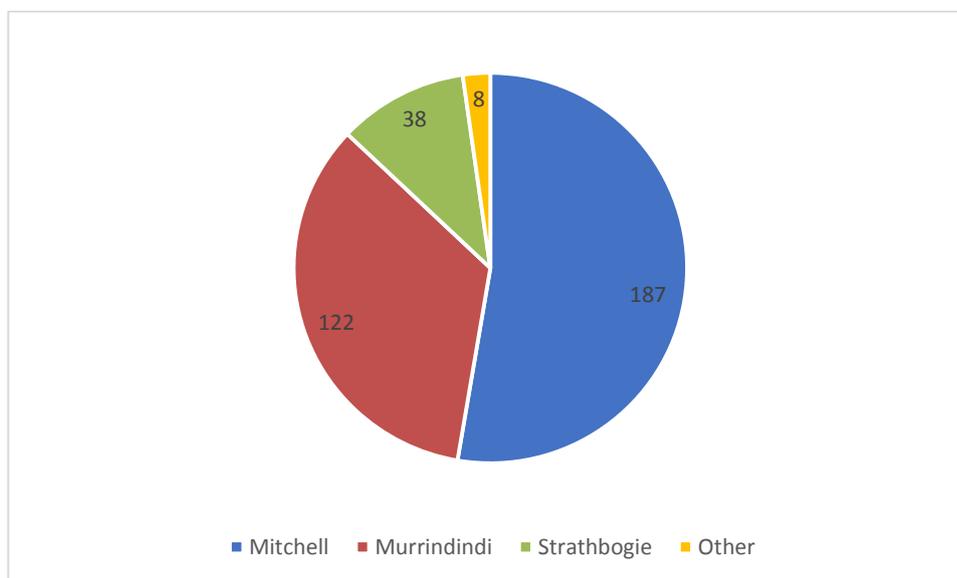
Legal / Statutory Implications

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

9.7.10 Southern Goulburn Valley Waste and Resource Recovery Education Strategy Adoption (cont.)

Consultation

As part of the consultation, a survey was made available for approximately 8 weeks during February and March 2019. Over 300 residents and visitors from across Mitchell, Murrindindi and Strathbogie shires completed the survey.



The key findings from Strathbogie Shire from these engagement activities included priority for waste and resource recovery education activities or programs as listed below. These priorities have been included in the action plan for the strategy.

1. School tours of Resource Recovery Centres (excursions)
2. School visits about waste and resource recovery (incursions)
3. Community tours of the Resource Recovery Centres

A full report of the findings from the Community Engagement can be supplied upon request.

Tabled Document/s

- Southern Goulburn Valley Waste and Resource Recovery Education Strategy 2019 – 2021.

9.7.11 Council Policy
- Draft Street and Public Place Lighting Policy

Author & Department

Manager Infrastructure / 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

One of the key strategies to achieve the Council Goal of to protect and enhance our built environment within the Council Plan is to identify priority areas for additional street lighting and opportunities to implement additional street lighting. To provide guidelines and principles for the provision of street and public place lighting, Council firstly needs to develop and approve a policy that identifies the criteria to be used when determining the type and incidence of street and public place lighting.

RECOMMENDATION

That Council adopts the Street and Public Place Lighting Policy, as attached to this report.

Background

Council receives numerous requests for the installation of street lighting throughout the municipality. These requests can be related to developments or requests for additional lights to improve lighting in specific areas. Council also has a long-term objective to upgrade street lighting within the townships.

To sustainably manage our natural and built environment within the Municipality the performance and design requirements of lighting, based on an assessment of degree of activity, risk of crime and the required aesthetic appeal, Council staff developed a policy to ensure a standard of lighting sufficient to reveal necessary amenity and visual information at night including the course of roadways, kerbs, footpaths, linemarking, property lines, essential signage, furniture, surface imperfections as well as vehicles, pedestrians and cyclists.

The policy also aims to minimise the risk to wildlife, wildlife behaviour and the ecological functioning of significant areas in the municipality from the addition of artificial lighting.

9.7.11 Council Policy
- Draft Street and Public Place Lighting Policy (cont.)

This policy shall provide for: -

- the provision of lighting with illumination levels appropriate to the lighting environment and generally in accordance with the Road Lighting Design Standards as nominated in the Australian / New Zealand Standard No. 1158.1.1:2005, AS/NZS 1158.3.1:2005, AS/NZS 1158.6:2004 and Public Lighting Code December 2015;
- an annual assessment and review process which identifies future street and public lighting requirements for inclusion in Council's annual budget funding process;
- guidelines for assessing the need and prioritisation of new lights;
- guidelines for distinguishing the lighting needs in commercial, residential, industrial and rural areas as well as car parks, parks and reserves, and major traffic routes;
- guidelines for the standard and types of lighting to be provided in heritage areas and other unique or specialised areas;
- principles for the regular inspection of lighting and review of required standards; and
- controls to prevent the degradation of ecological values.

Alternative Options

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

Risk Management

As a responsible local authority Council has to make a decision about the incidence of street and public place lighting as an effective risk management practice and an effective accident counter-measure and to what level of lighting the community desires and is willing to pay for (including environmentally).

Council needs to determine what locations provide the most effective/efficient application of additional lights and to consult the residents, cross reference with crash data, crime statistics and community requests / reports, to document that position.

Assessing the provision of new street lighting can be done on a risk control basis:

-

1. Risk to road users – e.g. increasing lighting at intersections or bends to reduce risk of cars accidents
2. Risk to pedestrians – e.g. increasing lighting at pedestrian crossing points (formal or informal) to reduce risk to pedestrians
3. Perceived risk – e.g. lighting of pedestrians walkways to increase appeal/usage

Lighting spill / neighbourhood character issues when implementing a lighting scheme must be addressed through good consultation, to which the whole street is to be surveyed to determine if the majority support the scheme before proceeding.

9.7.11 Council Policy
- Draft Street and Public Place Lighting Policy (cont.)

Strategic Links – policy implications and relevance to Council Plan

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

It directly links to the Council Plan 2017 – 2021 as follows:

Goal 2: To sustainably manage our natural and built environment

Key Strategy – Protect and enhance our built environment

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

An indicative prioritised multi-year program will be developed, subject to annual budget allocation

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

This document more clearly and easily defines Council's policies surrounding the process and procedures:

- To consider each request for new lighting on its merits subject to the availability of funding, emerging technology and the availability of design and construction resources.
- To investigate and consider any street and public place lighting technology to promote the concepts of reduced energy consumption and greenhouse gas emission reduction. Council's street lighting should have regard to emerging technologies and Council's ability to use alternative lights to reduce the use of electricity.
- To promote the use of green energy to achieve sustainable street lighting.
- To forward any public requests regarding malfunctioning street lights to the distributor. Public requests for new and improved lighting will be forwarded to the authorised Council officer for investigation. If a request warrants a minor improvement the electricity company will be requested to erect lights as required. If a request involves a major improvement the distributor or public lighting consultant may be requested to design a public lighting scheme.

9.7.11 Council Policy
- Draft Street and Public Place Lighting Policy (cont.)

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Council did consult with AusNet Services to ensure best practice management for the provision of public lighting and to future proof public lighting assets for easy retrofitting and advancing technology.

Attachments

- Draft Street and Public Place Lighting Policy, July 2019

DRAFT

STREET AND PUBLIC PLACE LIGHTING POLICY



COUNCIL POLICY	
Document ID:	
Effective Date:	
Last Review:	
Current Review:	July 2019
Adopted by Council:	
Next Review Date:	2022
Responsible Officer/s:	Manager Infrastructure

1 PURPOSE

To provide a consistent and flexible approach to design, installation and management of public lighting throughout the municipality, and ensure that the planning and design of new lighting maintains or improves ecological values by encouraging subtlety and precision so that nuisance is avoided and stray light is minimised.

Street lighting provides a number of important benefits. It can be used to promote security in urban areas and to increase the quality of life by artificially extending the hours in which it is light so that activity can take place. Street lighting also improves safety for drivers, riders, and pedestrians.

Council has a strong commitment towards improving safety and the perception of safety in our community. Council aims to improve public safety, provide equity of lighting across the municipality, and ensure that public lighting meets community expectations for illumination performance, while minimising operating costs and environmental impacts.

2 SCOPE

This policy deals with the standards and processes to be applied when determining the provision of street and public place lighting within the Strathbogie Shire, and provide controls to prevent the degradation of ecological values.

The policy identifies the criteria to be used when determining the type and incidence of street and public place lighting.

The policy applies to all street and public place lighting located in streets and public places under the jurisdiction of Council and within the municipal boundaries.

3 OBJECTIVES

- To provide guidelines and principles for the provision of street and public place lighting, that is conducive to the safe and comfortable movement of vehicular and pedestrian traffic at night and to the discouragement of illegal and anti-social acts.
- To minimise the risk to wildlife, wildlife behaviour and the ecological functioning of significant areas in the municipality from the addition of artificial lighting.
- To provide guidance on the provision of Solar Powered Lighting: -
 - at remote and isolated locations where the power supply is not economical to provide.
 - for the provision of back-up power supply if power from the grid ceases, for whatever reason, at major intersections and public places.
 - to public open spaces, with back-up power from the grid.
- To establish asset management standards to ensure best practice management and provision of public lighting.
- To establish processes: -
 - which guides the efficient and effective placement of street and public place lighting.
 - for determining any required developer contributions, including the supplying of spare non-standard poles, towards the provision of new subdivision street lighting.
 - to move towards more sustainable street lighting with the use of energy efficient and cost effective LED lighting, high-reliability electronic power supplies and sophisticated control systems.
- To ensure a standard of lighting sufficient to reveal necessary amenity and visual information at night including the course of roadways, kerbs, footpaths, road linemarking, property lines, essential signage, road furniture, road surface imperfections as well as vehicles, pedestrians, cyclists and lighting of sports fields for night-time training and playing of community sports.
- To promote: -
 - the incidence of street and public place lighting as an effective risk management practice and an effective accident counter-measure.
 - an environment of public safety and security through the provision of street and public place lighting.
- To plan for and implement future proof public lighting assets for easy retrofitting and advancing technology.
- To ensure new outdoor lighting installations conform to Australian Standard AS 4282 (2019): Control of the obtrusive effects of outdoor lighting.
- To provide for: -
 - the provision of lighting with illumination levels appropriate to the lighting environment and generally in accordance with the Road Lighting Design Standards as nominated in the Australian / New Zealand Standard No. 1158.1.1:2005, AS/NZS 1158.3.1:2005, AS/NZS 1158.6:2004 and Public Lighting Code December 2015.
 - an annual assessment and review process which identifies future street and public lighting requirements for inclusion in Council's annual budget funding process.
 - guidelines for assessing the need and prioritisation of new lights.
 - guidelines for distinguishing the lighting needs in commercial, residential, industrial and rural areas as well as car parks, parks and reserves, and major traffic routes.

- guidelines for the standard and types of lighting to be provided in heritage areas and other unique or specialised environmentally sensitive areas.
- principles for the regular inspection of lighting and review of required standards.

4 POLICY STATEMENT

Council seeks to maintain light levels in existing residential streets to Australian Standard P5, a minimum average light level of 0.07 Lux, roughly comparable to the light of a half-moon on a cloudless night.

In new subdivisions, Council requires Australian Standard P4, a minimum average light level of 0.14 Lux, roughly comparable to the light of a full moon on a cloudless night.

Council does not install lighting to protect private property or provide lights in areas where they will not operate effectively.

Where there is a possibility that additional lighting could impact on native fauna species, causing stress and potentially the displacement of fauna species from local habitat area, Council shall mitigate the impacts by controlling/minimising light spills, direct lighting downwards and/or install light screens (e.g. planted vegetation) to block lines of sight.

5 PROCEDURE

5.1. General:

- Council has a legal obligation to provide a safe environment for its community. Part of this obligation relates to the provision of an environment which is conducive to the safe and effective movement of vehicular and pedestrian traffic at night and the discouragement of illegal and anti-social acts. Street and public place lighting is a critical factor in providing such an environment and amenity level.
- This policy is intended to provide guidance and instruction as to what standard of street lighting will be provided within the Shire and where street lighting will be placed and the process to be considered by Council in determining the provision of new lights.
- To comply with the Climate Change Act 2017, Council will favour energy efficient lighting technology for residential, sporting and public facilities and actively encourage the same for private developments.
- Council will only investigate and consider the provision of available shielding to lights where;
 - it will not substantially decrease the level of lighting in the vicinity of the light fitting, and
 - all practical attempts to reduce light affecting the requestee's property have been made by the requestee to the satisfaction of Council's Manager Infrastructure.
- Where possible the provision of street and public place lighting will be in accordance with the lighting categories contained in AS/NZS 1158.1.3: 1997 – Road Lighting Standards. These categories are: -
 - **Category V Lighting:** applicable to roads on which the visual requirements of motorists are dominant, e.g., traffic routes.

- **Category P Lighting:** applicable to roads on which the visual requirements of pedestrians are dominant.
applicable to outdoor public areas, other than roads and streets, where the visual requirements of pedestrians are dominant.

While the Australian Standards specifies performance and installation requirements for public lighting, the standards are recommendations and Council must decide whether to light an area in the first place and which standards to apply in each instance. This is done on the basis of road type, operating characteristics, environmental considerations and desired outcomes. Examples include: -

- High profile areas (entertainment precincts, late night shopping areas);
- Sports facilities where high pedestrian activity occurs at night;
- Public transport nodes and high use pedestrian cycle routes;
- Areas with special needs (hospitals, nursing homes, other medical facilities etc.);
- Adjustments (possible temporary) to overcome localised problems;
- Areas targeted for demonstration projects and pilot problems;
- Private developments; and
- Civic precincts, ecological sensitive areas, high profile and heritage buildings, etc.

Note: Council will not provide street lighting in laneways except at the cost of the adjoining property owners.

- Council will be responsible for the cost of street and public lighting, electricity consumption and for the replacement of lamps and other luminaire parts as required in the form of an annual tariff as calculated by the distributor.
- The cost of the provision of street lighting in new subdivisions shall be recouped from the subdivision developers including all design and implementation costs.
- The cost of the provision of public place lighting associated with Council staffed and controlled public places will be borne by Council.
- The cost of the provision of public place lighting associated with privately owned and controlled public places (e.g., shopping centres) will be borne by the private owners.
- Security lighting shall be at cost to the property owner and all arrangements are to be through the electrical distributor.
- Where possible, lighting will be provided to the following standards: -
 - **Residential Areas**
 - In residential areas served by the overhead power grid, a Category 'P' LED luminaire to be placed on every second pole after Council takes into account variations in pole spacing, the need to light intersections, changes in road alignment, traffic management devices, nature strip trees and particularly dark areas.
 - Where possible, average light spacing in residential streets will be approximately 100 metres.
 - Where residential subdivision underground power is supplied and steel Urban Residential Distribution (URD) poles are utilised, lighting shall be in accordance with the Category 'P' road lighting standard, with standard spacing for URD poles being 55 metres.

- Where it is approved by Council, new subdivisions are designed to a particular theme or Council wishes to use non-standard public lighting in a residential area of special heritage significance, lighting equipment that can be installed on the public lighting system should be used in accordance with the lighting standard for Non-Standard Public Lighting for Category 'P' Road Lighting.
 - Where distributor approved non-standard lighting is utilised in residential areas, the distributor is responsible for the maintenance of the lamp and photo electric cell and Council is responsible for the maintenance of luminaire and pole unless otherwise negotiated with the distributor. It is a requirement of Council that where a non-standard item is acceptable or approved by the distributor, that the Council request that the item become a standard item. To compensate for the additional costs incurred for future maintenance and replacement, Developers will be required to pay 20% maintenance levy of the total cost for the proposed non-standard poles and lanterns in the subdivision.
 - Although all attempts will be made to replace non-standard poles and fittings with identical items, their supply or replacement may be limited or not available at all and in such circumstances a similar pole and or fitting will be installed as a first option or at least a standard pole and or fitting may be erected as the secondary option.
 - In residential areas that front arterial, sub arterial or link roads that correspond with AS/NZS Road Lighting Categories 'V', a minimum of 70 watts LED luminaire lanterns will be used.
 - Where residential allotments exceed half a hectare, standard street lighting will not be considered appropriate unless there is significant pedestrian traffic.
 - Where access to a rural subdivision is from a link or arterial road, lighting of the access intersection will be provided at the developer's cost.
 - Street lighting is not applicable in rural living areas except for public safety reasons or where the developer requests lighting and is willing to pay full costs.
 - Council will not pay for the replacement of the overhead power grid in a residential or rural residential area with an underground service and the installation of related street lighting.
- **Commercial Areas**
- Council will ensure the provision of effective consistent illumination such that dark areas are minimised with emphasis on safety of the travelling public. High quality White Light (4,000K) LEDs, with high colour rendering properties, will generally be placed on each consecutive pole, other than in small commercial centres where high quality Warm Light (3,000K) LEDs lights may be utilised.
 - Where an arterial, sub arterial or link road abuts a commercial area, lighting will be designed and provided to AS/NZS Road Lighting Category 'V'.
 - In areas of special significance such as heritage, specialised retail development, cultural and civic centres, non-standard public lighting in conjunction with underground cabling may be considered. The preferred option is for approved non-standard lighting on the distributor's network as distinct from separate metered supply.

- Where decorative street lighting is requested and considered appropriate, Council's urban street furniture style manual shall be consulted.
- Within Township high profile centres, White Light (4,000K) LEDs should be used to provide better quality lighting to improve perceptions of safety, compliment CCTV and encourage night time activity.

- **Major Carparks at Shopping Centres and Community Facilities**
 - Public lighting in these areas may include security floodlighting on electricity supply poles if considered necessary.
 - Lighting will generally be designed to AS/NZS Road Lighting Category P11 (Parking spaces, aisles and circulation roadways) and P12 (Designated parking spaces specifically intended for people with disabilities).
 - Approved non-standard public lighting for car parks in commercial areas of special heritage significance may be considered. Approved non-standard equipment that can be installed on the electricity company system will be the preferred option.

- **Industrial Areas**
 - Lighting considerations will be similar to residential areas; however guidelines may be eased when considering allotment size and frontage width at the discretion of the authorised Council officer.
 - Private industrial properties will be encouraged to install their own security lighting as Council does not provide private security lighting.
 - For industrial premises abutting Category 'V' roadways which have heavy vehicles entering and leaving the property, 150 watt high pressure sodium or approved equivalent lanterns will generally be considered appropriate.

- **Major Traffic Routes**
 - Cost shared lighting schemes will apply with VicRoads contributing an amount in accordance with current agreement.
 - Lighting will comply with AS/NZS Road Lighting Category 'V'.
 - Cost shared lighting schemes will apply for arterial road intersections and mid-block sections of arterial roads.
 - In some instances where Common Property roads intersect with Road Reserves and traffic volumes may impact on safety at these intersections, Council will assess the need for appropriate lighting to be installed at the developers expense.

- **Rural Intersections**
 - The provision of rural intersection street lighting will be dependent on the availability of low voltage power supply and funding constraints.
 - Where low voltage supply is not economically available, reflectorised night time delineation devices and solar powered lights may be considered.

- **Parks and Reserves**

- o Lighting of parks will be considered where the park is used for passive night time recreation and/or when public safety is a significant issue or when the park is used as an access from one road to another.
- o Lighting of small parks may involve utilisation of ‘watchman’ security lights subject to amenity considerations for any neighbouring properties.
- o Lighting of larger parks with specialty lighting may be considered as a Council capital works project.

- **Laneways**

- o Generally, consideration will be given to providing lighting at each end of a laneway, but not within laneways except at the cost of the adjoining property owners.

Table 1 – General Residential, Township and Rural Living

Description	Selection Criteria			Applicable Lighting Category	Point horiz' & vert' illuminance (lux)	Minimum Pole Height (m)
	Pedestrian/cycle activity	Risk of crime	Need to enhance prestige			
Local Roads – includes Access Streets and Places; Pedestrian or cycle orientated pathway;	N/A	High	N/A	P1	2	5.5
	High	Medium	High	P2	0.7	5.5
	Medium	Low	Medium	P3	0.3	5.5
	Low	Low	N/A	P4	0.14	5.5
	Low	Low	N/A	P5	0.07	5.5

Source: AS/NZS 1158.3.1:2005

- a) The selection criteria should be separately evaluated. The highest level of any of the selection criteria that is deemed appropriate for the road or pathway will determine the applicable lighting subcategory.
- b) Lighting categories P3, P4 and P5 apply across the whole of the road reserve width, including the footpath. Lighting categories P1 or P2 may be selected where there is a significant risk of crime or need to enhance the prestige of the area; however, such lighting only applies over the physical extent of any formed pathway.
- c) Where public lighting is located near medium to high ecological environmentally sensitive areas, spill light to the environmentally sensitive area is to be minimised as much as practicable while maintaining required lighting requirements for the road or pathway.

Table 2 – Public Activity Area (excluding Car Parks)

Description	Selection Criteria			Applicable Lighting Category	Point horiz' & vert' illuminance (lux)	Minimum Pole Height (m)
	Night time Vehicle movements	Risk of crime	Need to enhance prestige			
Areas primarily for pedestrian use, e.g. town centres, including outdoor shopping precincts, malls, civic centres	N/A	High	High	P6	7	5.5
	Medium	Medium	Medium	P7	4	5.5
	Low	Low	N/A	P8	2	5.5
Transport terminals and interchanges, service areas	High	High	High	P6	7	5.5
	Medium	Medium	Medium	P7	4	5.5
	Low	Low	N/A	P8	2	5.5

Source: AS/NZS 1158.3.1:2005

- a) The selection criteria should be separately evaluated. The highest level of any of the selection criteria that is deemed appropriate for the area type, will determine the applicable lighting subcategory.
- b) Where public lighting is located near medium to high environmentally sensitive areas, spill light to the environmentally sensitive area is to be minimised as much as practicable while maintaining required lighting requirements for the area type.

Table 3 – Risk Level

Selection Criteria	Low	Medium	High
Pedestrian/ cycle activity	< 20 ped / cyclists per hour	≥ 20 to 60 ped / cyclists per hour	> 60 ped / cyclists per hour
Night-time Vehicle movements	< 90 vehicles per hour	≥ 90 to 240 vehicle per hour	> 240 vehicle per hour
Risk of crime	< 3 incidents recorded per year	≥ 3 to 9 incidents recorded per year	> 9 incidents recorded per year or perceived level of crime
Need to enhance prestige	< \$100k of Asset / Event Value	≥ \$100k to \$750k of Asset / Event Value	> \$750k of Asset / Event Value
Ecological	Little or no habitat present	Large native trees present	Significant habitat present

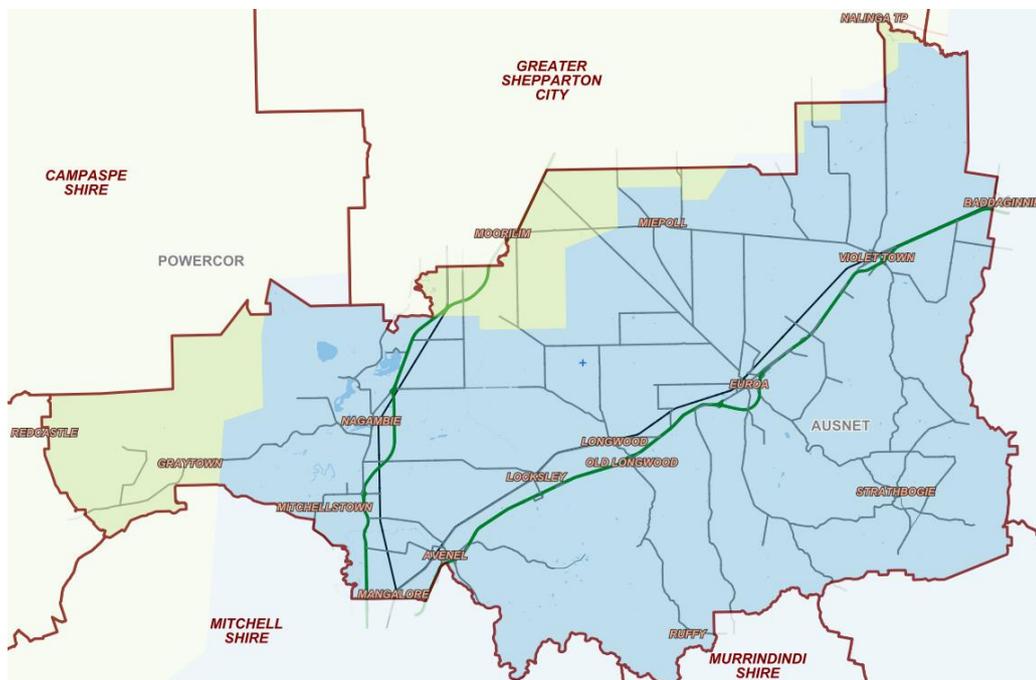
5.2. Ownership and Operation of Public Lighting:

Public lighting in Strathbogie consists of street lighting and a variety of other off-street lighting types in public and open space.

Metered lighting in parks, reserves, recreation facilities, public car parks, Council community facilities and shared pathways, is owned and maintained by Council. Energy costs are based on metered readings.

Unmetered lighting - Energy distributors are responsible for the installation, maintenance and repair of most residential street lights under mandatory arrangement. Council does not own the majority of street light infrastructure, but pays for power, asset installation, maintenance and replacement as part of their responsibility to provide infrastructure and amenity for the community. Costs and retrofits are negotiated according to the number; type of lights; and hour of operation.

AusNet Services are responsible for most of the unmetered lighting within the Municipality while Powercor responsible for all un-metered lighting running within 2km to 10km along the Shire's northern municipal boundary and within 17km of the Shire's western municipal boundary, including Graytown. Red Energy and Power Direct supplies all Council's electrical power needs.



Lighting on train station platforms and railway under/over passes is owned and maintained by ARTC and V/Line respectively. Lighting on main Roads is managed by VicRoads; costs and retrofits are shared by VicRoads and Council via cost share agreements.

5.3. Course of Action:

- To consider each request for new lighting on its merits subject to the availability of funding, emerging technology and the availability of design and construction resources.
- To investigate and consider any street and public place lighting technology to promote the concepts of reduced energy consumption and greenhouse gas emission reduction. Council's street lighting should have regard to emerging technologies and Council's ability to use alternative lights to reduce the use of electricity.
- To commit to National, State and Council climate action policies, Council will designate 100% of street lighting energy paid for by Council be drawn from the Local Government Renewable Power Purchase Agreement to come into effect from 2020 to 2030.
- To forward any public requests regarding malfunctioning street lights to the distributor. Public requests for new and improved lighting will be forwarded to the authorised Council officer for investigation. If a request warrants a minor improvement the electricity company will be requested to erect lights as required. If a request involves a major improvement the distributor or public lighting consultant may be requested to design a public lighting scheme.

6 DEFINITIONS

- **Adaptive Lighting** – The lighting technique that dims light levels (for example in response to lower traffic volumes late at night) or brightens (such as in response to adverse weather or emergency incidents) via either networked control systems (see CMS) or by autonomous control devices (including smart PE cells or smart LED drivers).
- **Advanced Control Systems** – A general term for lighting control devices or systems that deliver on and off switching, adaptive lighting, monitoring of failures, measurement of electricity consumption and other lighting management functions. These can involve either networked control systems (see CMS) or by autonomous control devices (including smart PE cells or smart LED drivers).
- **Approved Non-standard Lighting** – A non-standard fitting that complies with the distributor's public lighting technical standards and can be placed on the non-metered distributor's network.
- **Authorised Council Officer** – A Council Officer authorised under the relevant section of the Local Government Act.
- **Built-up Area** – An area consisting of roads along which there is urban development and street lighting is provided.
- **Central Management System (CMS)** – An internet-based, networked lighting control system that switches lighting on and off, dim/brightens lighting levels, monitors status, measures electricity consumption and time of use and, offers a wide variety of other management functions. Control is typically either pre-programmed (via schedules) but real-time control (via sensors) is a likely future evolution.
- **Colour Temperature** – Correlated colour temperature describes the colour of a light source, and is measured in degrees Kelvin (K). Blue-white lamps have a high colour temperature (e.g. 4000K). Yellow lamps have a low colour temperature, (e.g. 2000K).
- **Distributor** – An organisation which holds a distribution licence under the Electricity Industry Act 2000 for the distribution and supply of electricity (Powercor is its successor).
- **Illumination** – Illumination refers to the amount of light falling on a given surface. Where street lighting is concerned, illumination is usually measured on the ground. However, it is also important to know how much light reaches vertical surfaces. The correct technical term for illumination is 'illuminance'. It is measured in units called 'lux'.
- **Lamp** – A lamp is a light source. In everyday language, a lamp is often referred to as a 'light bulb'.
- **Lantern** – A lantern is a light fitting that houses a lamp. In technical language, a lantern is referred to as a 'luminaire'.
- **LED** – Light Emitting Diode. A form of solid state lighting.
- **LED Module** – The light emitting panel inside an LED Luminaire, also known as a light source. The LED equivalent of a lamp, bulb or globe.
- **Lux** – A unit of measurement for the amount of light that reaches a given location.
- **Non-standard Fitting** – A fitting other than a standard fitting and is on a metered supply.

- **Obtrusive Light** – Refers to light that has the potential to cause negative environmental impacts, including nuisance to pedestrians and the occupants of nearby properties. These effects may result from the intensity or direction of the illumination.
- **Photoelectric Cell / Photocell / PE Cell** – A replaceable device that is typically plugged into a receptacle on the exterior of a luminaire. It detects ambient light levels in order to automatically switch the luminaire on and off according to pre-determined light level settings. In recent times, smart PE cells with extended features have become available.
- **Point horizontal illuminance** – The illuminance on any calculation grid point on the horizontal plane at ground level within the specified area, derived in the specified manner. The required value is a minimum maintained for compliance of the lighting scheme.
- **Point vertical illuminance** – The illuminance on any calculation grid point on a vertical plane at a height of 1.5 m within the specified area, derived in the specified manner. The required value of point vertical illuminance is a minimum maintained for compliance of the lighting scheme.
- **Power Supply** – The device within a luminaire that supplies power to the light source at a controlled voltage and current. Also known as control gear, ballast or choke in traditional luminaires (can be either electronic or Ferro-magnetic). In LED lighting is also known as control gear, driver or converter.
- **Public Place:** -
 - any bridge, footpath, court, alley, passage or thoroughfare open to or used by the public;
or
 - any park, garden, reserve or other place of public recreation or resort; or
 - any open place to which the public has or is permitted to have access, whether on or without payment for admittance; or
 - any landing, pier or jetty open to or used by the public; or
 - any school or the land or premises in connection with it;
 - but does not include a highway.
- **Smart Grid** – The application of internet-based monitoring and communications systems to the wider electricity grid to provide real-time automated information about electricity supply and consumption to improve the efficiency, reliability, economics and sustainability of the generation, distribution and use of electricity.
- **Smart Metering** – an electronic meter that records consumption of electricity and communicates that information to customers and back to the utility for monitoring and billing purposes.
- **Solid State Lighting (SSL)** – The overarching term for various types of LED lighting technology.
- **Standard Lighting** – A lamp, luminaire, mounting bracket, public lighting pole, supply cable or control equipment normally used by or acceptable to a distributor. Standard lighting is normally on a non-metered supply and the assets owned by the distributor and therefore subject to the Public Lighting Code.
- **Street** – A 'road' as prescribed in the Local Government Act 1989.
- **T5** – A type of linear fluorescent lamp used in public lighting on Australian residential roads.

- **Virtual Metering** – The use of IT-based lighting control and monitoring systems to perform the function of revenue-grade electricity use metering.

7 RELATED LEGISLATION & DOCUMENTATION

- Australian/New Zealand Standard AS/NZS 1158 – Road Lighting Standard Series (0 – 6)
- Australian/New Zealand Standard AS/NZS 4282 – Control of the obtrusive effects of outdoor lighting
- Austroads Guide to Road Design – Parts 4, 4A, 4B, 6A, 6B
- Austroads Guide to Traffic Management – Parts 3, 6, 8, 10, 12
- Local Government Act 1989
- Public Lighting Code, September 2015
- Strathbogie Shire Planning Schemes
- VicRoads Supplements to AS/NZS 1158, Austroads Guide to Road Design and Traffic Management
- VicRoads TCG 006: Guidelines to Street Lighting Design

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.

9 FEEDBACK

Council staff and community may provide feedback about this document by emailing info@strathbogie.vic.gov.au.

9.7.12 Business Management System

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

- Building Department – August 2019 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - August 2019
- Customer Enquiry Analysis Report – Report for August 2019
- Waste Management Reporting ~ Year to Date - August 2019
- Actioning of Council Reports Resolutions – Council Meeting August 2019
- Outstanding Actions of Council Resolutions to 31 August 2019
- Review of Council Policies and Adoption of new Policies – August / September 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.

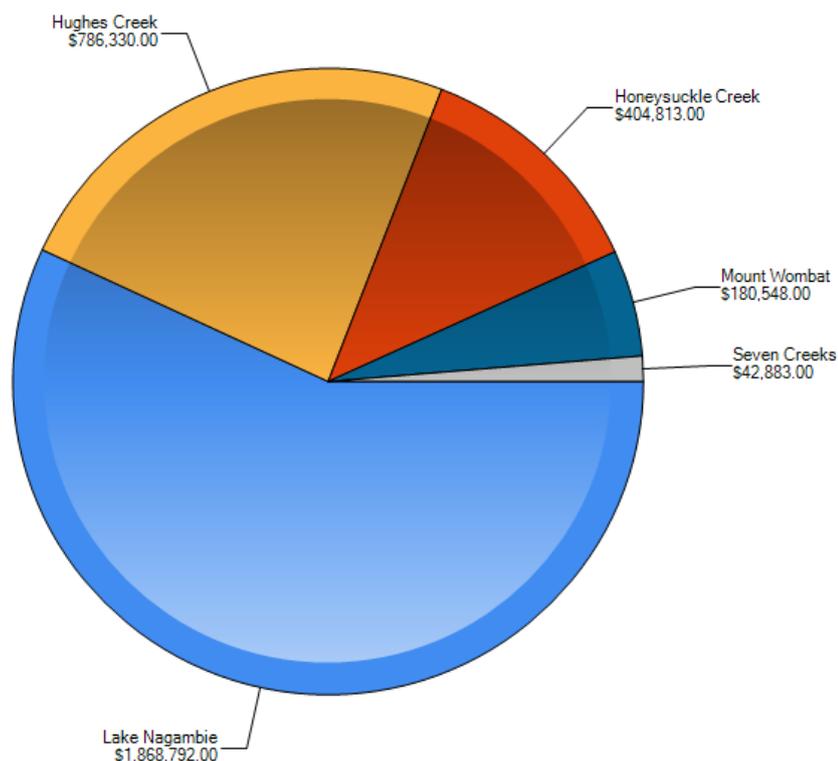
RECOMMENDATION

That the report be noted.

BUILDING ACTIVITY

AUGUST 2019

Twenty-one (21) permits, with a works value of \$3,283,366, were lodged with Council in August. The number of permits lodged and the works value are almost identical to July, however approximately 53% of the proposed works value is contributed to one development in the Lake Nagambie ward alone. Only two permits were issued for the construction of a dwelling, with the majority of the remaining permits lodged being for sheds or residential improvements.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
14855671409443110/0	12/08/2019	Alterations & Additions to	Dwelling	Violet Town	\$106,500.00
5128760818483	20/08/2019	Construction of	Shed	Boho South	\$40,000.00
9146735354171/0	1/08/2019	Construction of	Dwelling, Carport	Violet Town	\$258,313.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
1404612778816	13/08/2019	Construction of	Alfresco Area, Verandah	Avenel	\$95,430.00
2243580339840/0	21/07/2019	Construction of	Dwelling, Garage, Shed	Avenel	\$450,000.00
3069163239010	15/08/2019	Construction of	Shed	Avenel	\$49,300.00
3276242581466	31/07/2019	Construction of	Aircraft Hanger	Mangalore	\$160,000.00
3852843921712/0	29/07/2019	Construction of	Carport	Avenel	\$8,000.00
5842255460571	9/08/2019	Demolition of	Dwelling	Avenel	\$9,600.00
6818737072787	2/08/2019	Completion of	Dwelling	Avenel	\$14,000.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20193049/0	17/05/2019	Construction of	Barn	Mangalore	\$1,750,000.00
20193126/0	28/06/2019	Demolition of	Dwelling	Nagambie	\$14,500.00
4056094655232	5/08/2019	Construction of	Shed	Kirwans Bridge	\$30,500.00
5943290330735	7/08/2019	Construction of	Verandah	Nagambie	\$12,400.00
7555767379043/0	31/07/2019	Construction of	Shed	Nagambie	\$11,530.00
8577640449974	15/08/2019	Construction of	Shed	Tabilk	\$49,862.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2244280311188/0	21/08/2019	Alteration to, Extension to	Dwelling, Deck	Creek Junction	\$0.00
4236857445513	21/08/2019	Construction of	Shed	Strathbogie	\$15,548.00
8354455371992	26/08/2019	Alteration to	Shop	Euroa	\$165,000.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2400875696422/0	30/07/2019	Construction of	Shed	Euroa	\$14,000.00
9835425685257	30/07/2019	Construction of	Verandah	Euroa	\$28,883.00

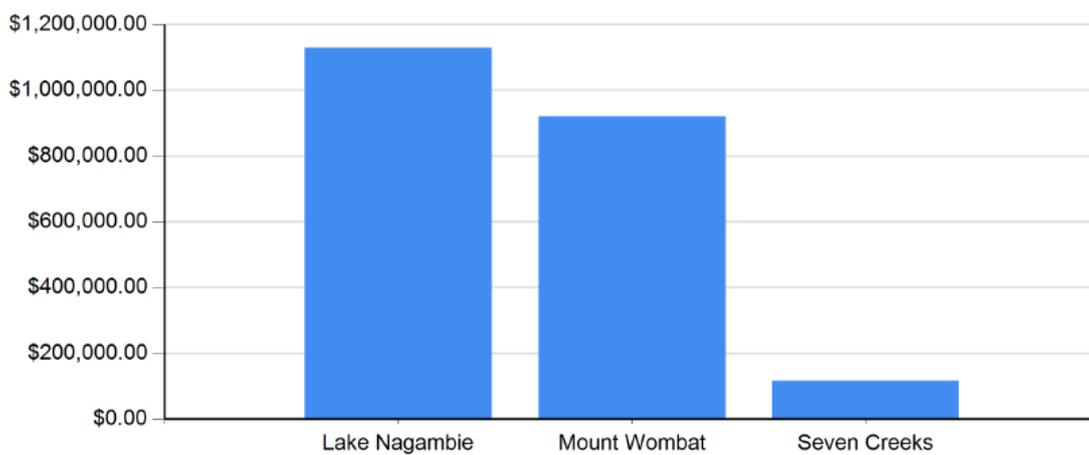
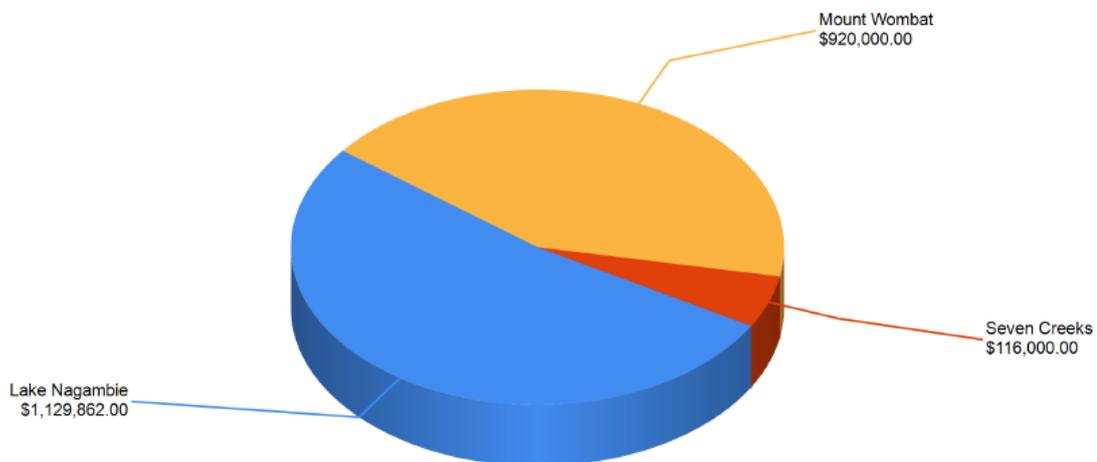
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL
IMPROVED VALUE)
AUGUST 2019**



Planning Applications Determined

August 2019

Lake Nagambie	\$1,129,862.00
Mitchellstown	\$800,000.00
Tabilk	\$49,862.00
Wahring	\$280,000.00
Mount Wombat	\$920,000.00
Ruffy	\$800,000.00
Ruffy	\$120,000.00
Seven Creeks	\$116,000.00
Euroa	\$60,000.00
Euroa	\$56,000.00
Total Value	\$2,165,862.00



CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR AUGUST 2019



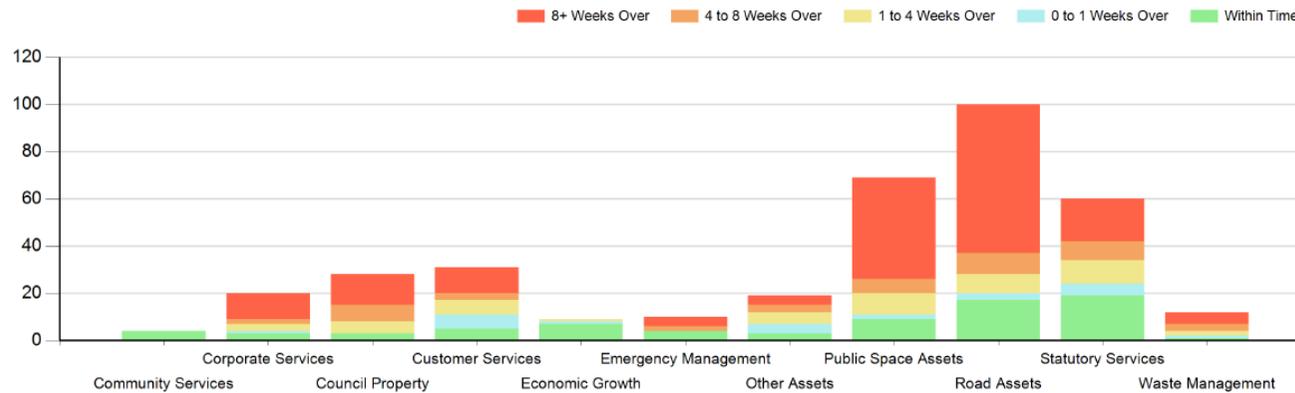
Request Throughput Analysis

01/08/2019 to 31/08/2019

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

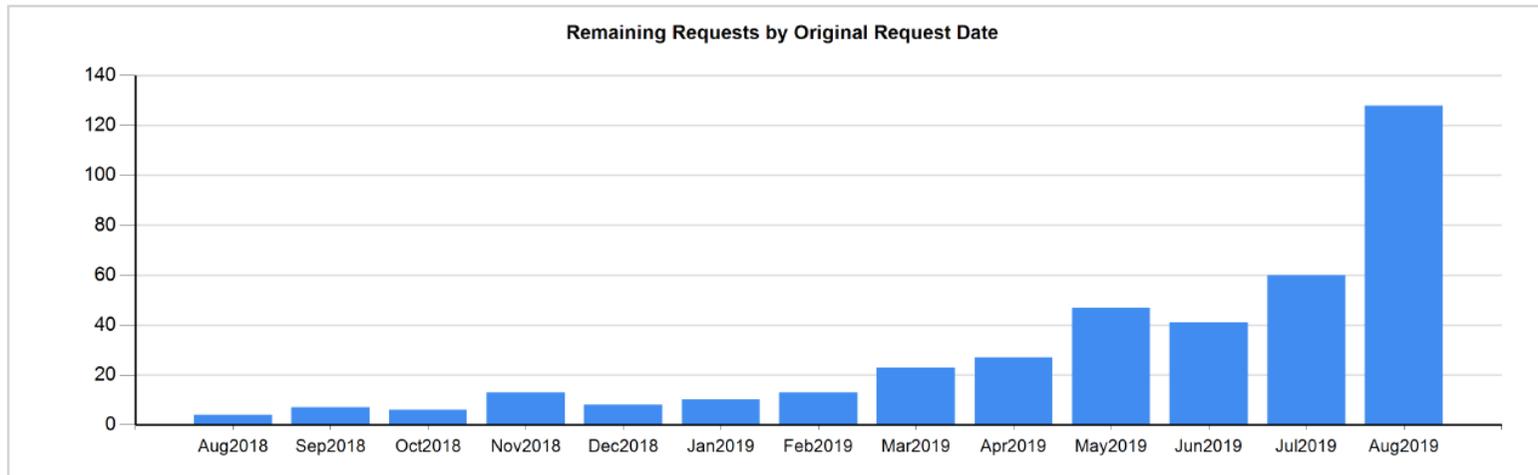
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	4	52	52	4	✔	4	0	✔	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Corporate Services	23	41	44	20	✔	3	17	✘	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Council Property	45	32	49	28	✔	3	25	✘	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Customer Services	25	71	64	31	✔	5	26	✘	1	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Economic Growth	11	191	193	9	✔	7	2	✔	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Emergency Management	8	17	15	10	✔	4	6	⚠	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Other Assets	28	18	27	19	✔	3	16	✘	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Public Space Assets	86	26	25	69	✔	9	60	✘	18	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Road Assets	106	73	75	100	✔	17	83	✘	4	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Statutory Services	55	171	164	60	✔	19	41	⚠	2	<div style="width: 100px; height: 10px; background-color: blue;"></div>
Waste Management	13	14	15	12	✔	1	11	✘	0	<div style="width: 100px; height: 10px; background-color: blue;"></div>

Request Ageing



Service Usage





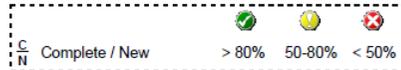
	Community Services	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Other Assets	Public Space Assets	Road Assets	Statutory Services	Waste Management	
2018	August						1	2			1	
	September		1					2	4			
	October			2				1	2	1		
	November			4				3	5	1		
	December		1		1		1	3	2			
2019	January			3				3	2	2		
	February		1	2		1		2	4	1	2	
	March		1	1				10	11			
	April				2			12	13			
	May		2	1	3		1	3	17	15	5	
	June		5	3	2		1		6	11	10	3
	July		5	10	3		2	5	11	11	10	3
	August	4	4	5	18	9	4	10	15	24	32	3
	Total	4	20	28	32	9	10	19	87	104	62	12

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.

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

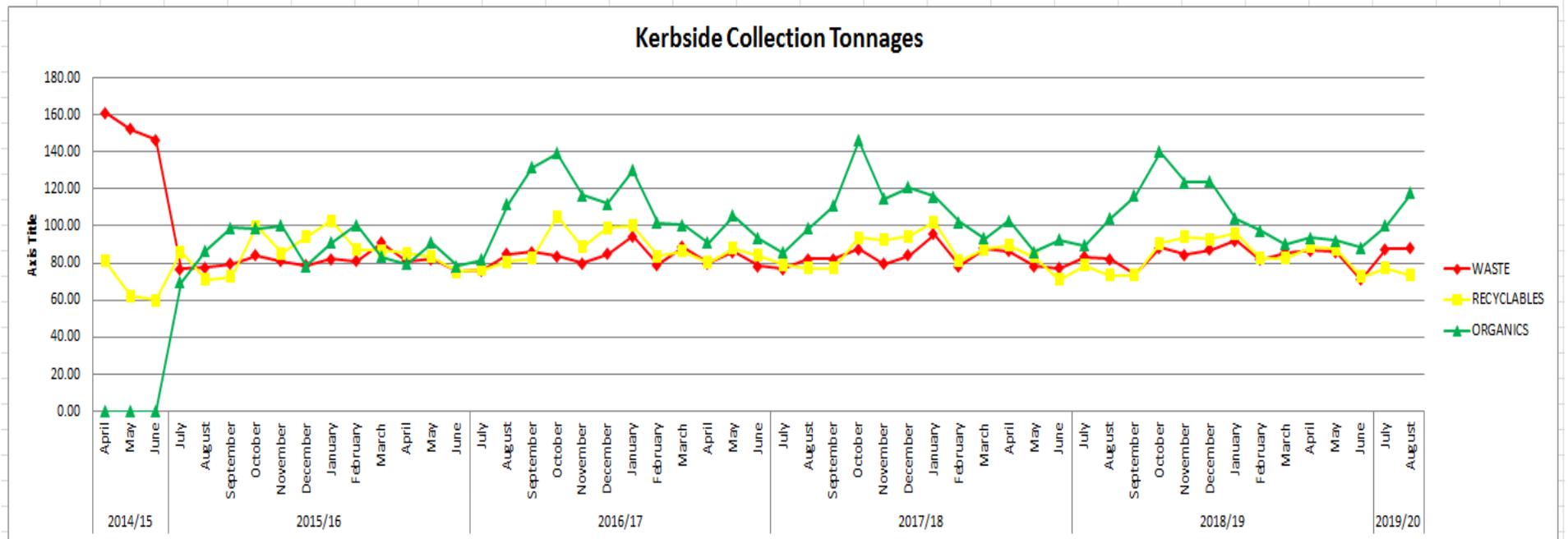
C
N Complete / New
 An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service.

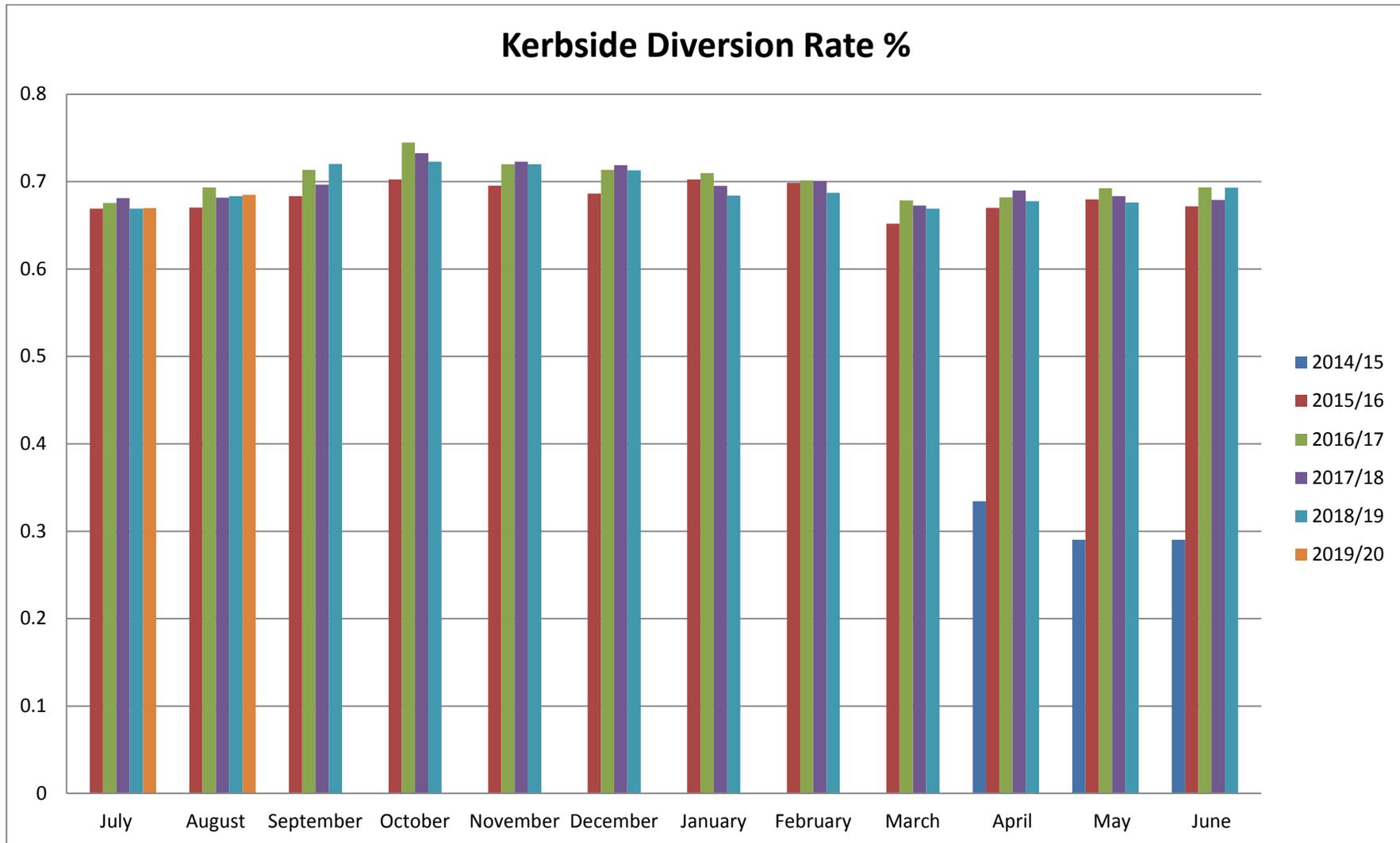


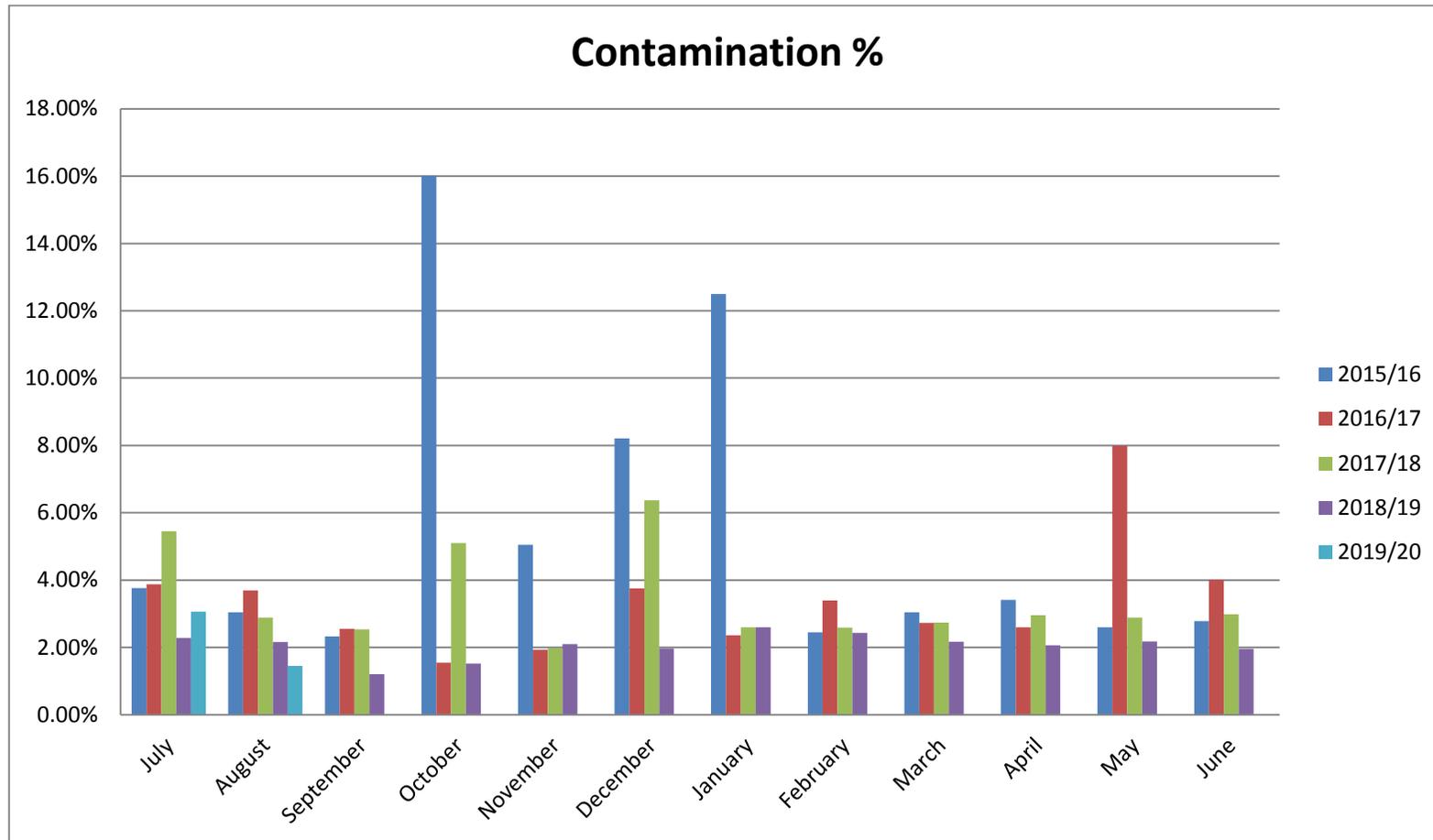
O
R Overdue / Remaining
 An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.



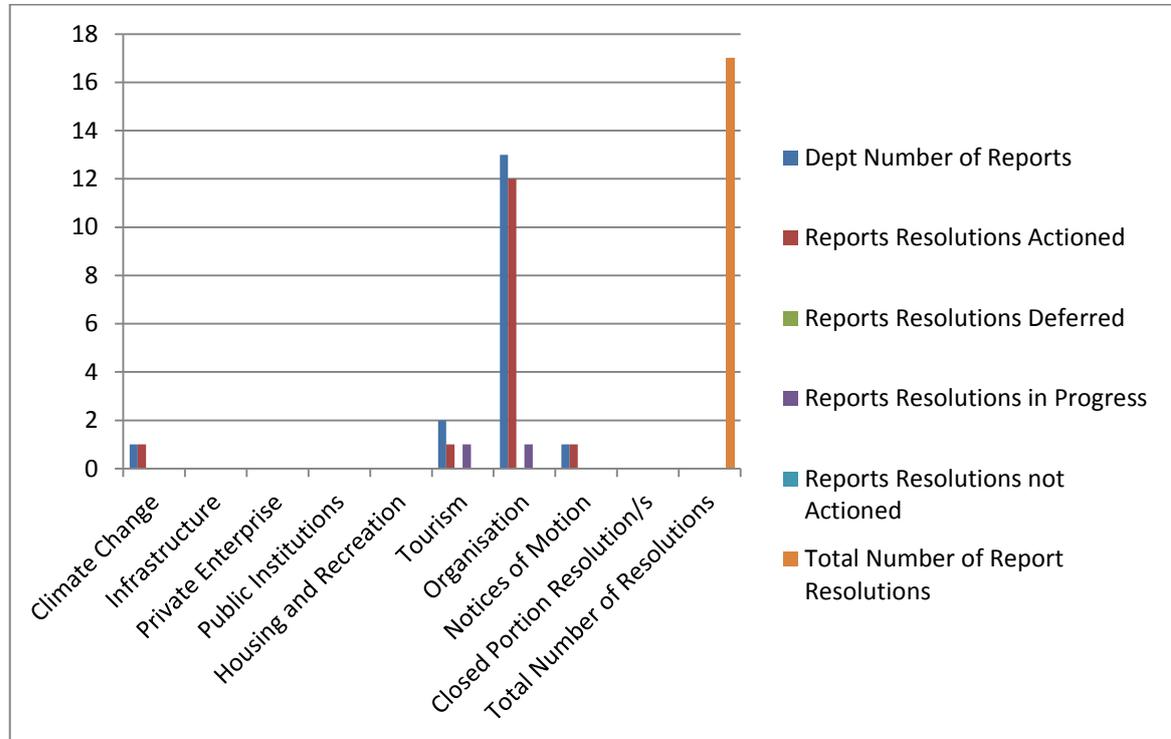
WASTE MANAGEMENT REPORTING
YEAR TO DATE - AUGUST 2019







ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – 20 AUGUST 2019



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
 31 AUGUST 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.

Council Meeting Date	Item No.	Description
18/12/18	9.7.11	Proposed Violet Town Recreation Reserve Toilet Block <i>(Officer update: Plans are with the community group to be finalised and agreed)</i>
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
20/08/19	9.7.11	Strathbogie Shire Draft Pools Advisory Committee Charter, August 2019

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

Review of Policy / New Policy	Policy Name	Details
New Policy	Street and Public Place Lighting Policy	Refer to Item 9.7.11
New Policy	Gender Equity Policy	Refer to Item 9.7.12

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 14 August to 3 September

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 20 August 2019

Time: 2.30 p.m. - 7.54 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)

Emma Kubeil (Acting Group Manager, Innovation and Performance)

Apologies

Nil.

1. Councillors Discussions

Declarations of Interest

2. Kerbside Waste Collection Services Policy Review

3. Council Agenda Review

4. Item/s for Discussion

4.1 Mayor and ACEO Meetings Attendances

4.2 Councillors Meetings Attendances

4.3 Global #ClimateStrike: Support the student strikers

4.4 Cr Thomson

Transport Study emanating from Recommendation determined by Council at Special Council Meeting Tuesday 23 July 2019 / Euroa Secondary College Student Bus Transport

4.5 Mayor

Submission to the White Paper Re: Tourism and Rating Review

4.6 Visy Contract Negotiations

4.7 Exemption on Roadside Vegetation Mapping for Emergency Management.

5. Councillors / ACEO Discussions

6. August Ordinary 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 27 August 2019

Time: 12.15 p.m. - 4.18 p.m.

Attendees:

Councillors

Amanda McClaren

Debra Bower

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson (*attended meetings at 4.00 p.m.*)

Graeme (Mick) Williams

Officer/s

David Roff (Group Manager, Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

Emma Kubeil (Acting Group Manager, Innovation and Performance)

Apologies

Phil Howard (Acting Chief Executive Officer)

1. Councillors Discussions

Declarations of Interest

2. Australia Day Community Events

3. Planning Agenda Review / Planning Matters

4. Item/s for Discussion

4.1 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa to VICSES

4.2 Nagambie Car Parking Update

4.3 Proposed meetings schedule on third Tuesday of the month - draft for review

4.4 Advice that Rate Notices about to go out

4.5 Urban Tree Project

5. Councillors / ACEO Discussions

6. Planning Committee Meeting

7. Euroa Secondary College Representatives - Student Bus Transport

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 MEETINGS OF SPECIAL COMMITTEES OF COUNCIL

Record of Minutes of Meetings received in the August / September 2019 Period

Name of Special Committee	Date of Meeting
Euroa Friendlies Reserve Committee of Management	24.7.19 (AGM) 24.7.19 (Ordinary)
Longwood Community Centre Committee of Management	28.5.19 25.6.19 23.7.19

- 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.