



STRATHBOGIE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE STRATHBOGIE SHIRE COUNCIL
HELD ON TUESDAY 19 MAY 2020 AT THE EUROA COMMUNITY CONFERENCE
CENTRE, COMMENCING AT 6.00 P.M.**

Chair:	Amanda McClaren (Mayor)	(Lake Nagambie Ward)
Councillors:	Robert Gardner	(Lake Nagambie Ward)
	Malcolm Little	(Hughes Creek Ward)
	John Mason	(Seven Creeks Ward)
	Chris Raeburn	(Honeysuckle Creek Ward)
	Alistair Thomson	(Mount Wombat Ward)
	Graeme Williams OAM	(Seven Creeks Ward)
Officers:	Julie Salomon	Chief Executive Officer (CEO)
	Phil Howard	Director, Community and Planning (DCP)
	Dawn Bray	Executive Manager, Governance and Customer Service (EMGCS)
	Kristin Favaloro	Executive Manager, Communications and Engagement (EMCE)

Until further notice, all meetings conducted by Strathbogie Shire Council will be virtually, using Zoom, and live streamed on our website at www.strathbogie.vic.gov.au. This ensures we are meeting the Victorian Government's social distancing requirements to slow the spread of coronavirus (COVID-19) and help keep our communities safe

We encourage all community members to watch the meeting online, given we have had to close the public gallery until further notice following legal advice around how to comply with COVID-19 social distancing rules.

Questions for the Ordinary Council Meeting can still be submitted, and will be read out by the Mayor during the Public Question Time component of the meeting and responded to in the usual way by Councillors and/or Officers. A modified version of the question form will displayed on the screen during the virtual meeting. **Questions must be submitted by 12 noon on Tuesday 19 May 2020** by emailing info@strathbogie.vic.gov.au

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

David Roff

Director, Corporate Operations (DCO)

4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 21 April 2020 and Special Meeting of Council held on Monday 27 April 2020

MOVED COUNCILLOR MASON, SECONDED COUNCILLOR LITTLE

83/20 ***CARRIED***

5. Disclosure of Interests

At the conclusion of the meeting, Councillor Graeme Williams subsequently declared an indirect interest in relation to item 9.7.4 as his grand children were lifeguards employed by Strathbogie Shire Council for the 2019-20 Summer season.

6. Petitions

Councillor Alistair Thomson tabled a petition organized by Jillian Hayes who is a resident and business owner from Euroa, requesting that it be tabled as a formal submission to the draft 2020-21 Budget.

"On behalf Strathbogie Shire ratepayers and residents please accept a petition with 1,103 signatures as a formal submission objecting to a 1.9% rate rise in the 2020/21 draft budget as supported by Council with 5 to 2 votes".

7. Reports of Mayor and Councillors and Delegates

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

8. Public Question Time

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

Questions lodged prior to the meeting and responded to at the meeting –

Council Ref: RW: 57/2020

Noted the planned relocation of Farmers Market Euroa into an industry zone transport warehouse.

Has the appropriate planning applications been lodged or approved by Council?

Response provided by CEO

We understand the relocation of the Euroa Farmer's Market has been a necessary action in light of the recent State Government restrictions as a result of COVID-19, and at the request community members. At this stage, Council officers are not treating this as a breach of any legislation, however we are working with the operators of the market to ensure all necessary consideration are made. As with all matters brought to the attention of Council Officers, the market will be treated with due process and fairness.

9. Reports of Council Officers

- 9.1 Climate Change
- 9.2 Infrastructure
- 9.3 Private Enterprise
- 9.4 Public Institutions
- 9.5 Housing and Recreation
- 9.6 Tourism
- 9.7 Organisation

10. Notices of Motion

11. Urgent Business

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

13. Confirmation of 'Closed Portion' Decision/s

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

Council does not generally permit individuals to make audio recordings of meetings. Individuals are required to make a written request addressed to the Council (Director, Corporate Operations) should they seek to obtain permission to do so.

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 16 June 2020, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. / 2020

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 initials only, together with a question reference number, will be included in Council's Minutes. Council Minutes are a public document which will be published on Council's Website and are available for public scrutiny at any time. Other personal details included on this form will not be included in the Minutes and will be kept for Council reference only, unless disclosure is required for law enforcement purposes or under any other statutory requirement.

Public Question Time - Procedural Guidelines

Question Time

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

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9. REPORTS

9.7 ORGANISATION

9.7.1 2017-2021 Shire of Strathbogie Council Plan (2019 Review) - Third Quarter Report ~ 1 January to 31 March 2020

Responsible Director: Director, Corporate Operations

EXECUTIVE SUMMARY

Quarterly reports are presented to Council to provide an update on the status of the Key Strategies of the 2017-2021 Council Plan, following its annual review in 2019. The Key Strategies of the Plan have been reviewed and progress updated, and details are provided in the attached report for the third quarter period; January to March 2020.

MOVED COUNCILLOR MASON, SECONDED COUNCILLOR WILLIAMS

That Council note the third quarter Council Plan (2019 review) report.

84/20 CARRIED

Councillor Raeburn raised concern that the report fails to give an understanding as to what % of actions has been completed and what budget has been allocated to implement it. CEO will take on notice to provide further information.

PURPOSE

That Council note the progress report for the third quarter (January to March 2020) following the 2019 review of the 2017-2021 Council Plan.

KEY ISSUES AND DISCUSSION

The 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council meeting held on Tuesday 27 June 2017. The 2019 review of the 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council Meeting held on Tuesday 25 June 2019.

The 2019 Review of the 2017-2021 Shire of Strathbogie Council Plan has, in summary:

Eighty-seven (87) Actions, comprising -

- > Goal 1 - To enhance community health and wellbeing
 - Plan to improve community health wellbeing and liveability ~ 11 Actions
 - Engage and participate with the community in Council / Community initiatives ~ 3 Actions
 - Enhance Community resilience, including supporting and increasing the participation of volunteers ~ 6 Actions
 - Support and drive community, arts and cultural events ~ 2 Actions

9.7.1 2017-2021 Shire of Strathbogie Council Plan (2019 Review)
- Third Quarter Report ~ 1 January to 31 March 2020 (cont.)

- > *Goal 2 - To sustainably manage our natural and built environment*
 - *To promote and support sustainable environmental initiatives ~ 8 Actions*
 - *Mitigate and adapt to a changing climate ~ 5 Actions*
 - *Protect and enhance our natural environmental assets ~ 3 Actions*
 - *Protect and enhance our built environment ~ 2 Actions*
 - *Provide efficient and effective waste management programs ~ 2 Actions*
- > *Goal 3 - To provide quality infrastructure*
 - *Provide best practice management of all assets including roads, bridges and facilities ~ 4 Actions*
 - *Provide passive and active recreational facilities ~ 9 Actions*
- > *Goal 4 - To support and deliver economic development*
 - *Promote and support local business and produce ~ 3 Actions*
 - *Support tourism and business development ~ 7 Actions*
 - *Prove innovative and sustainable land use planning ~ 5 Actions*
 - *Attract new residents ~ 2 Actions*
 - *Grow investment and employment opportunities ~ 1 Action*
- > *Goal 5 - To be a high performing Shire*
 - *To proactively develop and deliver quality services that achieve high customer satisfaction ~ 1 Action*
 - *Continue to focus on operational efficiencies ~ 6 Actions*
 - *Continue to create a secure investment environment through sound financial management ~ 2 Actions*
 - *To be equitable and fair in all decision making processes ~ 2 Actions*
 - *To communicate and engage effectively with our community and key stakeholders ~ 3 Actions*

Of these Actions -

- 46 Actions are listed for completion in 2019/2020
- 41 Actions are spread over the remaining two terms of the Council Plan (2019-2021), with completion by June 2021

COMMUNITY ENGAGEMENT

Following the 2019 review of the 2017-2021 Council Plan, the Plan was placed on public exhibition for community members to review and provide comments on. The Plan was subsequently updated, following review and consideration of the comments.

POLICY CONSIDERATIONS

Council Policies and Strategic Plans are considered when preparing the Council Plan to ensure consistency with the overall objectives of Council, and their association with key strategies in the Plan.

LEGAL CONSIDERATIONS

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

9.7.1 2017-2021 Shire of Strathbogie Council Plan (2019 Review)
- Third Quarter Report ~ 1 January to 31 March 2020 (cont.)

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

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

FINANCIAL CONSIDERATIONS

All Council Plan actions are considered in conjunction with the preparation of Council's annual budget to ensure associated financial requirements are budgeted for.

SOCIAL CONSIDERATIONS

Council is very mindful of including the needs and requirements of its community members when preparing its Council Plan to ensure there are benefits to all communities in the objectives and strategies included in the Council Plan. These can include –

- (a) sense of community – e.g. cultural activities, stakeholder participation, recognition of diversity, cultural heritage or social cohesion;
- (b) community services – e.g. range and quality of services for different groups (children and families, young people, elderly people and people with disabilities), accessibility of services or cost of services;
- (c) community health and well-being – e.g. recreation facilities, public safety, health services and facilities or public health implications;
- (d) education and skills development – e.g. number and quality of education options for the community, life-long learning opportunities or meeting local needs; and
- (e) transport – e.g. safety for travellers, emissions and fuel consumption, public transport usage, walking and cycling or transportation needs of all people.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights considerations arising from the issues discussed in this report.

CONCLUSION

Council is required to review its Council Plan at least once every year and make any adjustment to its key strategies deemed necessary. This report provides updates to the key strategies of the 2017-2021 Council Plan following its 2019 review.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Plan Progress Report for the January to March 2020 quarter.

ATTACHMENT 1:



COUNCIL PLAN PROGRESS REPORT

Status Indicators Key:

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

Created: 6 May 2020

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

YEAR: 2019-2020

GOAL: 1 To enhance community health and wellbeing

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

ACTION: 1.1.01 Work with Strathbogie Health and Community Services Consortium to deliver relevant projects

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	20%		The consortium has not functioned for over 12 months. Council works with individual health organisations on specific projects when required.

ACTION: 1.1.02 Work with Euroa Health in the development of a Wellness Centre

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2020	25%		The vacant buildings earmarked for the feasibility study are no longer available. A request has gone to the relevant Federal Minister to have the funds reallocated for a feasibility study on an alternative site which could be a green field site on Euroa Health property.

ACTION: 1.1.03 Deliver initiatives which will support the prevention of family violence including achievement of accreditation as a workplace under the White Ribbon Australia Workplace Accreditation Program

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2020	50%		This action needs to be changed White Ribbon has been dissolved and no longer exists Instead this part could be replaced with "undertake self assessment under Workplace Equality and Respect Standards" The following key actions have been undertaken this quarter: - Implementation Plan developed to continue the work into the future - Continued attendance at PVAW Community of Practice - Partnered with Women's Health Goulburn North East to develop the Gender Equality in Regional Arts, Festivals and Event Planning blueprint/Toolkit - draft of this toolkit is nearly finalised however due to COVID 19 has not been a priority since end of Feb Social Inclusion Officer PD developed for the recruitment of an officer who will continue the work in the area of gender equity and prevention of violence against women. They will also advocate and strengthen inclusion with consideration of the following: gender, age, language, ethnicity, sexual orientation or identification, religious beliefs, socio-economic status, marital status, cultural background, Aboriginal and Torres Strait Islander and people living with a disability. Areas of priority business as determined by Council direction, identified need and available resources. MCH Nurses continuing to implement additional visits to support families who have disclosed family violence or those who the nurses have clinical assessed as possibly experiencing family violence. Also have continued to undertaken online and remote training to enhance skills and capacity in this area.
Manager Infrastructure	30-Jun-2020	100%		Project completed.

ACTION: 1.1.04 Complete the expansion of the Avenel Pre-School and Maternal and Child Health project

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	100%		Project completed.



ACTION: 1.1.05 Continue to review and implement priorities from the Walking Tracks and Trails Strategy and the Footpath Strategy (including but not limited to the Apex WalkingTrack Euroa)

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	60%		The Tracks and Trails Advisory Group have reconvened under the new structure and are making progress with the 11 priority Tracks and Trails as originally identified. It is expected that 6 of these will be nearing completion by the beginning of 2020. As of January 2020, 10 of the 13 priority tracks and trails have now been mapped and a list of required works has been scoped. A list of priorities to be implemented under the drought funding program has been drawn up, with a consultant being employed to assist with this delivery. Funding was secured from Federal Government under the Bushfire Grants to make repairs to some of the priority tracks and trails as identified. EOI's for works to be carried out close on 17/04/20 and works will be carried out once awarded. Redeveloped maps are currently nearing completion for the 13 priority tracks and trails identified.

ACTION: 1.1.06 Implement the 2017-2021 Liveability Plan 12 month Action Plans

Position(s)	Target Date	% Complete	Status	Comments
				The five priority areas that currently guide our health and wellbeing actions are: • Stronger Together • Respectful Relationships • Healthy Lifestyle • Rural Environment • Health Systems Year 2 Annual Action Plan has been reviewed. Plans are underway to develop next 12mth Action Plan for year 3, however due to reduced resources this has been delayed.

Manager Community Wellbeing 30-Jun-2021 70% 

The planning cycle for the next Municipal Public Health and Wellbeing Plan (Liveability Plan) has started. The Goulburn Area - Local Government Health Planners collaborative are regularly liaising to facilitate and support the planning process.

Attended the DEWLP "Tackling Climate Change in Municipal Public Health and Wellbeing Planning" forum r- discussions on climate change and its impact on health and wellbeing. Climate Change is a new priority in the next planning cycle.

MCH Program had some significant changes with the facility upgrade at Euroa MCH completed and officially opening occurred on the 30th Oct 2019. Additionally, the completion of the Avenel Preschool expansion and the relocation of the MCH program to this new co-located facility. Official opening by the Minister occurred on 10th Oct 2019.

ACTION: 1.1.07 Improve recreation spaces within the Shire using the Play and Recreation Framework as a reference document

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	35%		Framework endorsed by Council 15 October 2019 Engagement conducted in Nagambie and funding application submitted 19 December 1.Work commenced on consultation for Violet Town.Further work to occur on prioritising balance of Shire in 2020



ACTION: 1.1.08 Work with the community to implement provision of dogs off leash areas

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	80%		Negotiations continue with the Euroa Agricultural Society Inc regarding locating the Dogs Off Leash area adjacent to the Euroa Showgrounds.

ACTION: 1.1.09 Promote responsible pet ownership through the implementation of Council's Domestic Animal Management Plan 2017-21

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Building Health and Compliance Services	30-Jun-2021	75%		Implementation of DAMP is ongoing throughout the year however targeted messaging around responsible pet ownership to be undertaken in March/April to coincide with registration renewals

ACTION: 1.1.10 Review Council's Community Local Law - to reflect contemporary issues

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2020	20%		Funding in 2019/20 Budget for review . Council endorsed process at December 2019 meeting.including make up of Working Group

ACTION: 1.1.11 In conjunction with Nagambie Health progress Nagambie Healthy Ageing Hub concept and seek funding for delivery

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	15%		Nagambie Health about to commence allied health service provision on site. Council briefed on project 8/10/19. Discussions occurring Nagambie Health Council and Senior Citizens . Awaiting report on consultation

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

ACTION: 1.2.01 Continue to support local community planning processes across the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	80%		2019- 2020 Community Planning program is progressing - Acquittals for the program will be due 30th June 2020. Provision of support continues to be provided as required/requested to all groups. Reminders via email regarding due Acquittals have been sent out. Some groups have indicated there will be impact on projects due to COVID 19 pandemic. Summary report of this to be developed. Due to the resignation of a staff member back in Oct 2019 this position is still vacant.

ACTION: 1.2.02 Seek to implement priority projects from Community Action Group Plans

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	65%		All Community Planning Reference Groups have completed their Community Action Plans now and these are all available on the website. 2019 -2020 Allocations have been distributed to the Community Planning Reference Groups. Nagambie Action Group allocation payment made on once their terms and conditions were received on February 10th 2020. Quite a delay for this given it was requested to be completed by September 2019. Groups are implementing projects aligned with their plans and acquittals will be due by June 30th 2020 - potentially some impact to projects due to COVID 19 but liaising with groups to determine this. Community Planning Program will be on hold until assessment of COVID 19 impact and Council priorities for the next 12mths post COVID.



ACTION: 1.2.03 Progress Youth Hub for Nagambie

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2020	%		The internal fit out of the Nagambie Youth Hub is completed. Range hood has been installed TV installed Awaiting modem installation for wifi capabilities. Fully accessible toilet pod has been installed and is essential to the delivery of the program in this location. Consideration for the addition of a double garage to be built on site to store youth trailer and a vehicle, as well as acting as a covered live performance area for events and projects. The Youth program has commenced at Nagambie, with regular program happening on a Wednesday afternoon with Fit Bit - physical activity.

STRATEGY: 1.3 Enhance community resilience, including supporting and increasing the participation of volunteers**ACTION: 1.3.01 Work with registered indigenous representative groups to support settlement agreements**

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2020	%		Current discussions in relation to work which is currently occurring and what Council's role is moving forward. This will be initiated by AAV and therefore is on-going by Council

ACTION: 1.3.02 Work with State Government to seek funding from Transport For Victoria for audit of transport services within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Executive Manager People & Culture	30-Jun-2020	100%		Further investigation required to understand funding options for our Shire.

ACTION: 1.3.03 Recognise and profile the importance of volunteers in our local community

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		Training is being organised to take place in November 2018 for the Visitor Information Centre Volunteers in Nagambie prior to the new VIC opening. This will also be rolled out to the VIC volunteers in Euroa. The VIC will also be recognised with a Strathbogie Shire branded vest and shirt. VIC volunteers are invited to participate in 'famils' of our region and other areas in the GRVT at no cost to themselves. There is also an annual yearly summit that takes place in recognition of their services. Further recognition opportunities are also being investigated for other volunteers (ie. Euroa Cinema). No further development of this action to date. This is a ongoing process and something that will never reach a final completion date. No further specific initiatives have been identified at this time.

ACTION: 1.3.04 Investigate provision of emergency power at relief centres within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2020	30%		Investigations continue.

ACTION: 1.3.05 Continue consultation with Fire Brigade Captains to explore Fire Management Planning and CFA Best Practice

Position(s)	Target Date	% Complete	Status	Comments
Manager Operations		50%		Consultations are progressing.



ACTION: 1.3.06 Implement revised Community Grants program

Position(s)	Target Date	% Complete	Status	Comments
				2018/19 Acquitalls
				Only one grant from this Round in the Arts and Culture category remains outstanding. Violet Town RSL project has still not been completed, have been in contact with them. Still waiting for request in writing for variation on their acquittal.
				2019 -2020 program
				All funding has been allocated and projects will be underway.
				Acquitalls will be due by 30th June 2020 or prior if they wish to be eligible to apply for the 2020/2021 Community Grants program.
				Arts and Culture - 5 projects
				Environment & Sustainability - 1 project
				Facilities and Infrastructure - 14 projects - one has already completed and submitted their acquittal
Manager Community Wellbeing	30-Jun-2020	65%		2019/20 Seniors Citizens Grants All senior Citizens Annual Grant allocations have been processed Acquitalls to be received.
				2019/20 Seniors Festival Funding
				2 out of 5 submissions received; Euroa Third Age Club Inc. and Longwood Senior Citizens. Nagambie Senior Citizens, Avenel Senior Citizens, Violet Town Senior Citizens groups did not submit applications for the 2019 -2020 year.
				2020-2021 Community Grants Program dates determined and planning for community information sessions.
				Opening on March 16th and closing on April 24th.
				This grant program was suspended due to the COVID 19 pandemic.
				Acquitalls for previous programs can still be submitted and there may be some variations and amendments due to the impact of COVID 19.

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

ACTION: 1.4.01 Develop and implement equitable Shire wide youth programs that focus on cultural activities, training and development, pathways to employment and civic participation

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	80%		Strathbogie Youth Engagement Network meetings which are chaired by the Goulburn Murray Local Learning Employment Network. Strathbogie provides the venue for this meetings. 20+ youth service providers attend these meetings - occurs quarterly at a minimum. Youth Program commenced at the beginning of the year with a number of projects and events planned. However, due to the outbreak of COVID 19 many planned events and programs had to be cancelled or modified. Our youth team are developing a modified youth program which will be delivered in an online capacity. The EVOLVE youth committee are holding their meetings remotely via zoom which is working well. They are able to connect socially, share an activity such as trivia or music and brainstorm ideas of things that could be offered; weekly creative activity sessions, online music jam session, physical activity sessions such as dance or fitness and more. They are also looking at an online homework club and some online training and development.

In addition, the youth programs across Councils in the North East region have met remotely. Collectively they are looking at collaborating to bring more opportunities to young people in the wider region during COVID-19. This work is in the initial planning stage.



ACTION: 1.4.02 Complete and prioritise actions from Arts and Culture Strategy including art work on Nagambie Water Tower

Position(s)	Target Date	% Complete	Status	Comments
				Plan to present the Draft strategy to Council in the October 2019 Ordinary Meeting. This will then be presented to the Community for review and comment for a 30 day period, with the view that the final strategy and associated Action Plan will be adopted by the December 2019 Ordinary Meeting.
				Currently also working on an EOI application to Creative Victoria for the Regional Coworking Spaces and Creative Places program (new pilot program from Creative Victoria) to apply for funding for a feasibility study project into developing a Creative Hub in Strathbogie Shire.
Manager Arts Culture and Economy	30-Jun-2020	80%		The 2019 - 2023 Arts & Culture strategy and associated 12 Month Action Plan has been completed and was adopted at the Ordinary Council Meeting on 17/12/19. Currently in the process of prioritising the actions in the 12 Month Action plan and identifying what stage these actions are at.
				A working group has been set up as a result of meetings undertaken the Tourism, Arts and Culture Advisory Group to drive the Nagambie Water Tower project. Appropriate funding is also being investigated for this project as the amount allocated in the budget has been identified as most likely being insufficient.
				12 Month Action plan has been prioritised, however a halt has occurred on planned activities during COVID-19.

GOAL: 2 To sustainably manage our natural and built environment

STRATEGY: 2.1 Promote and support sustainable environmental initiatives

ACTION: 2.1.01 Continue to support Landcare groups and Catchment Management networks to target weed and pest animal management on roadsides

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	50%		State Government funding confirmed. Programs continue to be discussed with relevant groups.

ACTION: 2.1.02 Pursue 'Zero' waste events across the Shire through use of Shire Event Policy and Approvals process

Position(s)	Target Date	% Complete	Status	Comments
Waste Management Officer	30-Jun-2020	10%		A draft Waste Wise Events guide has been developed. Further work to be done around rolling out Organics bins at Events. Plans had been made to work with the Events team to target specific events to trial the Waste Wise Events Guide to ensure it suitably on the ground. Due to the COVID-19 pandemic this has had to be put on hold.

ACTION: 2.1.03 Support sustainable energy initiatives in the Strathbogie Shire in conjunction with the Sustainable Development Reference Group

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	50%		This initiative is included in the SS2030 Strategy as an ongoing action. Involved with the ongoing Local Government Renewable Power Purchase Agreement with 38 other Victorian Councils to purchase Council energy from renewable sources. Councils Corporate Greenhouse Program has commenced installation with 50kW of solar, de-lamping, LED lighting and voltage optimisers on pool pumps being installed on Council facilities. This will reduce greenhouse emissions by 141.4tCO2-e and save approx. \$32,324 per annum. Another round of facilities will be completed before December. Leading the Carbon Crunching Councils project with Benalla, Murrindindi and Towong Shires to implement a shared carbon inventory, bill checking and payment service for utilities.



ACTION: 2.1.04 Support a community clean up targeting Lake Nagambie and surrounds

Position(s)	Target Date	% Complete	Status	Comments
Waste Management Officer	30-Jun-2020	%		A Cleanup was undertaken in partnership with Goulburn Murray Water on Sunday 1 March 2020. Residents and visitors collected 15 bags of rubbish around Lake Nagambie on the day.

ACTION: 2.1.05 As part of Municipal Strategic Statement and Planning Scheme review, explore opportunities for native vegetation protection overlays on roadsides

Position(s)	Target Date	% Complete	Status	Comments
Principal Planner	30-Jun-2020	100%		Investigations for the best way to manage and protect native vegetation on roadsides was undertaken. Clause 52.17, Native Vegetation, provides state wide protection for native vegetation both within roadsides and on private land. Applying a separate overlay was considered, however, overlays should only be utilised when the existing controls in the Planning Scheme do not provide enough protection. As roadsides are either managed by Council, DELWP or VicRoads, and all are government bodies, the provisions in relation to vegetation removal under Clause 52.17 require that a planning permit is generally required and an overlay would not provide additional protections.

ACTION: 2.1.06 Continue to support the Goulburn Broken Greenhouse Alliance

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	50%		Support for Goulburn Broken Greenhouse Alliance continues with membership renewed.

ACTION: 2.1.07 Initiate a Community-Council working group which will frame the overarching objectives and charter for a Sub-Committee for the Transition of the Strathbogie Forest to alternative uses

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	100%		A working group has been formed to oversee the framing and new charter for a sub-committee that will work on the Transition of the Strathbogie Forest to alternative uses. It comprises of two councillors, TL Climate Change & Environment and two community members from the Strathbogie Ranges area. The group's thinking is well progressed on useful directions of the sub-committee.

ACTION: 2.1.08 Implement the recommendations of Council's Domestic Wastewater Management Plan, including working with Goulburn Valley Water to explore small town sewer schemes

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Building Health and Compliance Services	30-Jun-2021	%	X	To be commenced in first half of 2020

STRATEGY: 2.2 Mitigate and adapt to a changing climate

ACTION: 2.2.01 Develop a Council Policy on Climate Change

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	30%	+	Following the adoption of Sustainable Strathbogie 2030, organisational policies on climate change, energy efficiency, and procurement are now progressing for council review.

ACTION: 2.2.02 Implement initiatives within the Sustainable Strathbogie 2030 Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	25%	+	No budget was allocated to Sustainable Strathbogie 2030 for the 2019/20 financial year. Non budget Actions have commenced and are included as a SS2030 2019/20 Action Summary in the Environmental Sustainable Development Advisory Committee Minutes each month. An annual Climate Change and Environment Report will be produced at the end of each financial year.

ACTION: 2.2.03 Hold a flood mitigation / drainage update meeting in Violet Town to form a consensus on future actions after completion of works in 2018/19 Budget

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	%	X	Meeting to be arranged.

ACTION: 2.2.04 Include urban forestry into urban design frameworks to increase the shaded environment of our townships and implement pilot program

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	%		Pilot program to take place in Euroa during October 2019.

ACTION: 2.2.05 Develop a program to assist rural landholders in land management - strategies for climate change, planning controls, vegetation management

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	10%		Programs being developed for implementation.

STRATEGY: 2.3 Protect and enhance our natural environmental assets**ACTION: 2.3.01 Implement Tree Management Guidelines**

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	40%		Implementation of Guidelines ongoing.

ACTION: 2.3.02 Investigate controls to preserve landscapes as part of Planning Scheme review

Position(s)	Target Date	% Complete	Status	Comments
Principal Planner	30-Jun-2021	100%		As part of the Planning Scheme review, undertaken in March 2019, a Landscape Study was identified as a lower priority item for strategic planning for the municipality. This work will be considered when the higher priority strategic work has been completed.

ACTION: 2.3.03 Continue to assist new land owners in land management through New Residents booklet, website and other means

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	20%		Content is placed on the website under "Environment" and various areas to assist new landowners. Council has previously partnered with the Arboretum, Landcare and CMN to assist with courses for small lot landowners new to the municipality, and will continue to do so.

STRATEGY: 2.4 Protect and enhance our built environment

ACTION: 2.4.01 Implement priority actions from the Stormwater Management Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	30%		The following projects from the Stormwater Management Plan have been included within the 2019 - 2020 Capital Works Budget: - - Upgrade three existing retarding basins at McGregor Avenue with a pump system (solar). Preliminary design has commenced, looking into feasible options. - Review 1 in 5 STAGE storm event of the existing stormwater pipe network. Scope of Works and Request for Quotation to be issued in February 2020. - Boundary Rd South Future Open Drain from White St to Sevens Creek, including flood flap at outlet. Finalising discussion with service authorities for requirements for alterations to existing services prior to going out to tender. - Town centre outlet to Lake Nagambie. Reviewing requirements for Gross Pollutant Trap prior to tendering. - Scobie Street Catchment - Construct open drain. Discussions to be held with GBCMA in late January regarding outlet requirements for drain prior to construction. - Develop written procedures for Town Maintenance. Draft procedures written, just waiting on feedback from Operations Group.



ACTION: 2.4.02 Identify priority areas for additional street lighting and opportunities to implement additional street lighting

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	15%		Street and Public Place Lighting Policy adopted by Council at September 2019 meeting. The Township Road Lighting LUX Surveys have now been completed. The report reflecting the recent adopted policy requirements has been provided for analysis to determine priority areas for additional street lighting and opportunities to implement additional street lighting.

STRATEGY: 2.5 Provide efficient and effective waste management programs**ACTION: 2.5.01 Implement the Waste Management Strategy**

Position(s)	Target Date	% Complete	Status	Comments
Waste Management Officer	30-Jun-2021	30%		Implementation of the Waste Management Strategy continues and is ongoing.

ACTION: 2.5.02 Work with Goulburn-Murray Water to review and implement improved waste collection techniques on our waterways

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	30%		Discussions regarding options continue with Goulburn-Murray Water.

GOAL: 3 To provide quality infrastructure

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

ACTION: 3.1.01 Investigate and implement asset rationalisation

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	30%		Investigation and implementation of asset rationalisation continues and is ongoing. New Asset disposal Policy developed .

ACTION: 3.1.02 Investigate options in consultation with the community for footpaths, kerb and channelling and parking at Queen, Belmont and the east end of Bank Street, Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	10%		Initial discussions have been carried out with Council's Planning Department (current and future developments within the study area) and Rural Roads Victoria (intersection requirements) to gauge an idea of the future pedestrian and vehicular usage patterns. Once completed, the study area shall be surveyed and preliminary designs undertaken for stakeholder feedback.

ACTION: 3.1.03 Target major capital works projects to seek government funding to reduce Council's costs

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	50%		Officers continue to apply for appropriate grants as they become available.

ACTION: 3.1.04 Undertake condition assessment of public toilets and develop a strategy for future development

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	%		Strategy to be developed in 2020.

STRATEGY: 3.2 Provide passive and active recreational facilities

ACTION: 3.2.01 Investigate and consult in relation to providing link bridge at Rockies over the Seven Creeks and over Hughes Creek between Kent Street and Watson Street in Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	30%	+	Hughes Creek - design report completed. Waiting on approval from Goulburn Broken Catchment Management Authority regarding hydraulic modelling. Rockies Bridge - project to recommence in early 2020.

ACTION: 3.2.02 Construct pedestrian bridge linking Memorial Oval Euroa and Friendlies Reserve

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	30%	+	Preliminary design has been completed, which included discussions with the GBCMA. Flood modelling has determined that no neighbouring upstream residences will be adversely affected by an increase in water surface level, due to the presence of the bridge. Projects Group will shortly commence to write up the design and construct specifications for tendering.

ACTION: 3.2.03 Continue to investigate funding opportunities for female change facilities at Euroa Memorial Oval

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	80%		Opportunities exist for funding opportunities in the following programs with Sports Recreation Victoria: - SRV Country Football and Netball Program - SRV Female Friendly Facilities Fund Discussions took place with the Memorial Oval Committee on Wednesday 19 September in relation to these opportunities and the necessity for the Committee to review the guidelines of these documents and put together a feasibility study. It was discussed with the committee that this study/plan needs to ensure it incorporates all the required elements of female friendly design where practicable in order to have the best chance of achieving funding. No further action has been taken by the Memorial Oval in the development of the opportunities as discussed. There has been no further announcement made in relation to SRV funding opportunities. To date, SRV have not yet released their funding programs for the 2019/2020/2021 financial year. Funding opportunities have been identified under the current round of SRV funding for 2020/2021, however the Euroa Memorial Committee have not come to a decision on the exact location or plans for these required facilities that will comply with the criteria of the funding. No further progress has occurred on this item.

ACTION: 3.2.04 Prioritise and implement the outcomes of the Community Pools Strategy

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	30%		Implementation of Community Pools Strategy continues and is ongoing.



ACTION: 3.2.05 In partnership with the community support the priorities of the Nagambie Recreation Reserve Master Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	40%		Pavilion upgrade completed and irrigation is to commence this year.

ACTION: 3.2.06 Review Recreational Facilities for female friendly and All Abilities Access

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure		%		Review of recreational facilities for female friendly and all abilities access is to commence in April 2020.

ACTION: 3.2.07 Work with Friendlies Reserve Committee of Management to identify future funding models for upgrades

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	20%		Ongoing.

ACTION: 3.2.08 Review Violet Town Recreation Reserve Master Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure		50%		The Violet Town Recreation and Market Precinct Master Plan has been reviewed with internal feedback being sought for input prior to finalising.

ACTION: 3.2.09 Seek Stage 2 funding for Stage 2 boardwalk Seven Creeks Park

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	20%		Funding received. Progress / commencement to be considered / determined.

GOAL: 4 To support and drive economic development

STRATEGY: 4.1 Promote and support local business and produce

ACTION: 4.1.01 Encourage local produce sales in towns throughout the Shire through development of marketing collateral and actions in Economic Development Master Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	20%		The development of the Food, Fibre and Flowers brochure has initiated this process. With the appointment of an Economic Development and Projects Officer in July, this action will be further explored in the Economic Development Mast Plan. Research is also being done on the advent of Agri-Tourism and ways of leveraging this new and emerging market.
				The review of the Economic Masterplan is still underway, no further progress has been made on this action at this time.
				Draft review of the Economic Masterplan will be presented to AoC in October.
				No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.

ACTION: 4.1.02 Promote local businesses through a Business Awards program

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	20%		Options to reinstate the local Business Awards Program is being investigated as a part of the review of the Economic Development masterplan
				No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.



ACTION: 4.1.03 Support and engage with local representative business groups

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	80%		Further liaison with the two active business groups is being undertaken by the Economic Development Officer. Report has been developed to a funding support model for business groups within the Shire. Economic Development Officer is working with the Business Community in Violet Town to develop a group there. Formal monetary support from Council has been allocated and distributed to these recognised groups. The Economic Development and Projects Officer continues to liaise with these groups to identify priorities. Violet Town now has a recognised Chamber of Commerce to add to the Euroa Chamber of Commerce and Go Nagambie

STRATEGY: 4.2 Support tourism and business development**ACTION: 4.2.01 Develop options to facilitate camping at appropriate locations within the Shire**

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2020	50%		Trial has commenced at Longwood - to be evaluated in 2020

ACTION: 4.2.02 Partner with business groups to develop support programs

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		Undertook the Better Approvals Project in partnership with the Victorian Government, and will begin rolling out the actions and implementations as a result of this project to the Community in October 2019 There has been a delay in this roll out due to conflicting priorities - work will continue on this project in the 2019/2020 financial year A part of the Relief and Recovery strategy for COVID-19, we will be working with Business groups to partner to present a series of workshops to assist businesses with Marketing and resource development to aid in their recovery.

ACTION: 4.2.03 Promote Graytown and other smaller communities through an increased presence on the Stathbogie Shire website and the investigation of interpretive signs and historical information

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	60%		Graytown was recognised as a priority area in the latest funding round for mobile blackspot areas. Some work is also being done in regards to including information about Graytown and other smaller communities in the new Tourism App and in the new Official Visitors Guide. Development of the new Official Visitors Guide and Tourism App is still ongoing. Graytown now has a presence in the Official Visitors Guide and will also be added to the Tourism App in development REdevelopment of the Military Trail Map in conjunction with Mitchell Shire, City of Greater Shepparton and City of Benalla to incorporate the POW Camps of Graytown into the map



ACTION: 4.2.04 Seek funding and support from Federal and State Governments to implement Nagambie Infrastructure Development Business Case

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	30%		Council's project asset team is working on and scoping various projects contained within the business case, e.g. walking track to Regatta Centre and upgrades to the Regatta Centre precinct.

ACTION: 4.2.05 Develop a Policy on town entry and roadside signage and progress implementation

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	10%		The Boundary, Town Entry and District Signage Policy has been adopted by Council on the 18th June 2019 and implementation has been programmed to commence in March 2020.

ACTION: 4.2.06 Implement preferred option for involvement in regional tourism

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	40%		In relation to submission from Go Nagambie to take over management of the Nagambie Visitor Information Centre, a resolution was passed by Council to further investigate options for the management of this Centre as well as the (yet to build) new Visitor Information Centre in Euroa. Developed a submission for the Regional Tourism Review and have discussed options with Justin Burney, Project Director of the Regional Tourism Review. Further decisions on options available for support of regional tourism by the Victorian Government are still being investigated as a part of this review - ongoing process. The Bushfires in January 2020 and the COVID-19 situation have delayed the review from the State Government of the review of the Regional Tourism positioning.

ACTION: 4.2.07 Investigate installation of a dump point in Nagambie

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	25%		Investigations into the installation of a dump point with Nagambie township has determined to utilise an area within the Regatta Centre reserve, just waiting on approval from EMT.

STRATEGY: 4.3 Provide innovative and sustainable land use planning

ACTION: 4.3.01 Review rural land strategy and have these outcomes (including landscape protection) included into the Municipal Strategic Statement

Position(s)	Target Date	% Complete	Status	Comments
Principal Planner	30-Jun-2020	%		As part of the Planning Scheme review, undertaken in March 2019, a Rural Land Use and Rural Living Review was identified as a high priority action, and a Landscape Study was identified as a lower priority item for strategic planning for the municipality. The Rural Land Use and Rural Living Review will be investigated when the policy neutral re-write of the planning scheme has been completed and resources become available.

ACTION: 4.3.02 Review, in conjunction with the community, to identify options for improvements to Cowslip Street, Violet Town

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	20%		Conducted research into the Violet Town Development Plan (2010), which was conducted by Council and Planning Consultants. Reviewed all supporting documentation (e.g. Bicycle Walking Path Strategy) Working with the Strategic Planner, initial community consultation on the streetscape has been undertaken. Discussion have taken place between VTAG, Rural Roads Victoria and Council in May 2019, which have identified options for Cowslip Street. Council is currently undertaking the respective data collection and preparing concept designs for community input early in the new year.



ACTION: 4.3.03 Review Nagambie Growth Management Plan

Position(s)	Target Date	% Complete	Status	Comments
Principal Planner	30-Jun-2020	50%	+	The Nagambie Growth Management Plan Review has commenced as a result of a successful funding application. An Issues & Opportunities report has been completed and a Draft Review report is being finalized in preparation for consultation.

ACTION: 4.3.04 Formalise Euroa parking arrangements following Euroa Township Plan Issues and Opportunities report

Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2020	%	X	Euroa Township Strategy, which incorporates parking arrangements in Euroa, is yet to be finalised.

ACTION: 4.3.05 Progress planning for future growth in Avenel

Position(s)	Target Date	% Complete	Status	Comments
Principal Planner	30-Jun-2021	%	X	Avenel 2030 Strategy is still relevant for the growth of the Town, and provides sound Planning direction. This document will be reviewed in due course. Currently there is sufficient land zoned appropriately to accommodate projected growth.

STRATEGY: 4.4 Attract new residents**ACTION: 4.4.01 Review effectiveness of rating incentive package in new residents to the Strathbogie Shire**

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2020	%		Not commenced. Will review in second half of financial year

ACTION: 4.4.02 Explore options to highlight the availability of employment opportunities within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	20%	?	This action will form part of the review of the Economic Development Masterplan No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.

STRATEGY: 4.5 Grow investment and employment opportunities

ACTION: 4.5.01 Review, update and resource the Economic Development Master Plan and implement priority actions

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	40%		Briefing with Council held. CEO has commenced review process

GOAL: 5 To be a high performing Shire**STRATEGY: 5.1 To proactively develop and deliver quality services that achieve high customer satisfaction****ACTION: 5.1.01 Continue to enhance customer experiences through ongoing development of customer relationship management system**

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2021	100%		Customer service delivery and customer experience is an area of focus for council in an ongoing manner. At present a review of the Customer Service Charter is occurring. A recent project in relation to Better Approvals Process has been undertaken and systems being implemented to assist in improving our customers experience. Council's Customer Records Management Software continually being reviewed and improved.
@03/01/2020 - Customer Service Charter has been completed and adopted Councils Customer Relations Management Software has had some improvements and will soon allow access to a Councillor portal to track requests lodged by Councillors				

STRATEGY: 5.2 Continue to focus on operational efficiencies**ACTION: 5.2.01 Continue the service plan process to assist decision making and identify service enhancements**

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	%		Not yet commenced. To be reviewed under new organisational structure.

ACTION: 5.2.02 Continue to explore opportunities through collaboration with other Councils in service delivery

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2021	100%		Opportunities to explore how services are delivered in collaboration with other rural councils are a continual discussion in regard to different projects and services. This will continue to ensure efficient delivery of services through shared knowledge, cost effectiveness and streamlining of processes, growing partnerships and networks Further discussions are commencing at a Hume Region level for exploring future projects which could work together An example of this occurring recently was a joint Planning Scheme Amendment to make updates to incorporate our Infrastructure Manual into the Planning Scheme.

ACTION: 5.2.03 Conduct an organisation wide cultural change / innovation program that promotes a "can do philosophy", continuous improvement processes, culture of collaboration and a willingness to embrace positive change

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	30%		Major policies have been updated and VAGO Audit Action Plan 100% complete. Appointment of three executive management roles will be completed in April 2020 which will enable the new CEO to rollout the continuous improvement program and cultural change/innovation program,.

ACTION: 5.2.04 Prioritise outcomes of ICT strategy to aid business transformation through finalisation of "Roadmap"

Position(s)	Target Date	% Complete	Status	Comments
Manager Digital Innovation and Technology	30-Jun-2020	95%		Presenting to Exec Team in May

ACTION: 5.2.05 Link results of Community Satisfaction Survey to Council Plan actions

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	100%		Deferred to next financial year.



ACTION: 5.2.06 Improve access to 'in the field' software and hardware for key Council functions to improve response times to permit applications and customer queries

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Building Health and Compliance Services	30-Jun-2021	50%		In the field software for both our Environmental Health and Building has been purchased with training and implementation to occurring from October 2019. Building software will be available once integration issues have been addressed. Health Software is scheduled for installation and integration with our data this quarter.

STRATEGY: 5.3 Continue to create a secure investment environment through sound financial management**ACTION: 5.3.01 Upgrade Long Term Financial Plan to cover Ten Year period**

Position(s)	Target Date	% Complete	Status	Comments
Manager Finance	30-Jun-2020	100%		Draft LTFP has been completed as part of the budget

ACTION: 5.3.02 Review Contract Management Process and Guidelines

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2020	10%		In progress. Vacancy in Procurement role, options being reviewed

STRATEGY: 5.4 To be equitable and fair in all decision making processes**ACTION: 5.4.01 Ensure strategies are developed in conjunction with key stakeholders on a regional basis - North East Local Government Network**

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	100%		Mayor and CEO attend meetings with the NELGN and act on strategies and initiatives beneficial to Strathbogie Shire.

ACTION: 5.4.02 Promote open and transparent reporting of Council decision making including Know Your Council Data

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	100%		Data submitted. Now live on KYC website i. Some media attention.

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

ACTION: 5.5.01 Review Communications and Engagement Strategy in line with pending changes to Local Government Act

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2020	100%		Completed.

ACTION: 5.5.02 Work with local business associations to develop a Shire-wide skills bank that values and recognises local knowledge

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	20%		The Economic Development Officer is doing some work on developing a Local Procurement Policy which links in with this action item. No further developments at this time No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.

ACTION: 5.5.03 Actively seek partnerships to achieve our Council Plan

Position(s)	Target Date	% Complete	Status	Comments
Director Community & Planning	30-Jun-2021	100%		Council Plan are developed with the Community and where relevant are implemented with community, business and individual partnerships.



9.7.2 Strathbogie Shire Council Audit Committee – Extension of Term of Member

David Roff – Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

This report proposes extending the term of Committee member Claire Taranto until May 2021 to allow for implementation on arrangements required due to the new Local Government Act

MOVED COUNCILLOR LITTLE, SECONDED COUNCILLOR THOMSON

That Council extend the term on the Audit Committee of Claire Taranto until May 2021 due to the changes associated with the introduction of the Local Government Act 2020 and to provide continuity for the Audit Committee during this transition.

85/20 CARRIED

PURPOSE AND BACKGROUND

The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for financial management and statutory reporting, management of risk, good corporate governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

The Audit Committee currently comprises Councillors McClaren and Gardner and the following community representatives:

Name	Expiry of Term
Claire Taranto	May 2020
Geoff Dobson	May 2021
Mark Freudenstein	May 2022
Alister Purbrick	May 2022

The Local Government Act 2020 has recently been passed by the Victorian Parliament and one of its provisions is the requirement to create and an Audit and Risk Committee which will require development of a new Charter.

KEY ISSUES AND DISCUSSION

The Audit and Risk Committee needs to be created by 1 September 2020 and it is felt that continuity of membership will allow for smooth transition to the new arrangements. Ms Taranto is the current Chair of the Committee and has significant experience which would be of benefit in establishing the new arrangements.

9.7.2 Strathbogie Shire Council Audit Committee – Extension of Term of Member (cont.)

The Charter of the existing Committee Appointments states that “appointments of external persons shall be made by Council by way of a public advertisement. The terms of the appointment will generally be for a period of 3 years and should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council’s elected representatives. Council may reappoint current external members from time to time.”

Given the timeframes concerning the new Act for the Audit and Risk Committee, it is proposed that Council reappoint Ms Taranto for a further 12 months to support this transition.

COMMUNITY ENGAGEMENT

Given that this is a Council appointed committee, community consultation is not required at this time.

POLICY CONSIDERATIONS

Council recognizes the importance of good corporate governance and is committed to ensuring high standards are set and maintained. The Audit Committee plays a significant role in monitoring and promoting these high standards.

This recommendation aligns with the Charter terms in ensuring continuity of membership during the transition to the new Audit and Risk Committee.

LEGAL CONSIDERATIONS

As aforementioned in this report, the Local Government Act 2020 has recently been passed by the Victorian Parliament and one of its provisions is the requirement to create an Audit and Risk Committee which will require development of a new Charter by 1 September 2020.

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

FINANCIAL CONSIDERATIONS

There are no financial implications associated with this recommendation.

CONCLUSION

The recommendation is considered a practical way to retain expertise during a period of transition to a new Audit and Risk Committee.



9.7.3 Tender for Euroa RSL Veranda: Contract No. 19-20-10

Projects and Contracts Co-ordinator

Responsible Director: Director of Community and Planning

EXECUTIVE SUMMARY

Strathbogie Shire Council invited tenders for the construction of the Euroa RSL Veranda - Contract No. 19-20-10. The works at the Euroa RSL building will extend internal rooms with large windows, out to the current extent of the existing veranda, and look over a newly constructed veranda to the creek. An internal folding dividing wall and works in the RSL kitchen are also included in the scope of works.

Four companies submitted tenders for the project. Tenders have been assessed and evaluated by Council Officers. Having considered the results of the evaluation, it is recommended that Council accepts the tender submitted by BG & JK Douglas Builders.

MOVED COUNCILLOR MASON, SECONDED COUNCILLOR WILLIAMS

That Council -

- 1. Awards the tender received from BG & JK Douglas Builders of 26 Dampier Avenue Shepparton VIC 3630 for Contract 19-20-10 – Euroa RSL Veranda, for a total amount of \$338,727.40 excluding GST;***
- 2. Allocate \$200,000 of the Federal Government drought funding to enable the completion of the works;***
- 2. Authorise officers to advise the unsuccessful tenderers;***
- 3. Authorises the Chief Executive Officer to execute the contract agreement by signing and affixing with the Common Seal of Strathbogie Shire Council; and***
- 4. Notes that the contract is expected to commence on 1 June 2020 and anticipates a completion date of 2 October 2020.***

86/20 CARRIED

PURPOSE AND BACKGROUND

This report is a requirement of Council Procurement Policy for the awarding of Public Tenders for construction works with values exceeding \$200,000 inclusive of GST.

Tenders were invited from suitably qualified and experienced organisations to undertake Contract 19-20-10 – Euroa RSL Veranda.

9.7.3 Tender for Euroa RSL Veranda: Contract No. 19-20-10 (cont.)

Tenders were invited by advertising on "Tendersearch" via the Council website, and in the following newspapers:

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

By close of tenders at 4.00pm on Tuesday 19 November 2019, four tenders had been received.

The tenders were assessed by an evaluation panel consisting of the following Strathbogrie Shire Council staff members:

1. Manager Infrastructure
2. Project Engineer
3. Projects and Contracts Coordinator

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

KEY ISSUES AND DISCUSSION

Four companies submitted tenders for the project. Tenders have been assessed and evaluated by Council Officers.

The tenders were assessed and evaluated against the following criteria and weightings:

- **Tendered Price (50%)**

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awarded the highest evaluation score to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.

- **Compliance with specification (10%)**

Due to the importance for the tender to meet the specification, a weighting of 10% was allocated.

- **Quality/Env/OHS Systems (10%)**

As this criteria is required to ensure that each tender mitigates risk to Council and community, a weighting of 10% was allocated.

Track Record (15%)

Experience in the industry and with Council on similar projects was provided a weighting of 15%.

Skills and Resources available (10%)

Tenderers having appropriate skills and resources is critical to ensuring that works can be completed within time, budget and scope.

9.7.3 Tender for Euroa RSL Veranda: Contract No. 19-20-10 (cont.)

Local Content (5%)

In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally; preference will be given to local suppliers.

The budget remaining for the project following design costs is \$146,000.

The tender prices include a provisional sum of \$15,000.

POLICY CONSIDERATIONS

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan relating to the provision of quality infrastructure and the provision of best practice management of all assets including roads, bridges and facilities.

LEGAL CONSIDERATIONS

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

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

FINANCIAL CONSIDERATIONS

The recommended tender price is \$338,727.40. With a remaining budget of \$146,000 following design costs, it is proposed that an additional \$200,000 is sourced through Drought Funding (Australian Government's Drought Communities Programme), providing a total budget allocation of \$346,000 to complete this project.

ENVIRONMENTAL/SUSTAINABILITY CONSIDERATIONS

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

SOCIAL CONSIDERATIONS

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

HUMAN RIGHTS CONSIDERATIONS

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.

CONCLUSION

Four companies submitted tenders for the project. Tenders have been assessed and evaluated by Council Officers, and having given consideration to the results of the evaluation, it is recommended that Council accepts the tender submitted by BG & JK Douglas Builders.

9.7.4 Operation and Management of Strathbogrie Shire Aquatic Facilities

Director Community & Planning

Responsible Director: Community & Planning

EXECUTIVE SUMMARY

Strathbogrie Shire commenced direct operational management of three of the four swimming pools in the municipality (Avenel, Nagambie and Violet Town) in the 2018-19 pool season, while the Euroa pool was managed by a contractor. Council continued management of the pools for the 2019-20 season with the addition of the Euroa pool, i.e. all four pools.

Officers have analysed the management and operational model of the 2019-20 season and have concluded that due to the factors detailed in Table four (4) of the report, the recommended and most appropriate model going forward is to contract out to a professional aquatic management organisation the management and operations of all the four pools during the opening seasons. The maintenance, capital improvements and preparation of the pools would be managed by the Operations (Works) Department as per normal.

It should be noted that if a recommendation is adopted to outsource the management and operations of Council's aquatic facilities during the opening seasons for future years; a contact clause will be included to address any substantial changes to any facility, e.g. construction of a splash park.

In addition, it is recommended to form an Aquatic Facilities Reference Group to encompass the current stakeholders, e.g. Pools Working Group, Friends of the Pools, and other interested community groups or individuals to assist Council in implementing and reviewing the Strathbogrie Community Pools Strategy 2019-2029 and also supporting Council to improve the experience for the users of the facilities.

MOVED COUNCILLOR MASON, SECONDED COUNCILLOR LITTLE

That Council:

- 1. Authorise Officers to prepare tender documentation for management and operation of Council's Aquatic Facilities during the pool opening seasons for three (3) years commencing for the 2020/21 pool season;***
- 2. Direct Officers to commence the process to form an Aquatic Facilities Reference Group, with representation from relevant stakeholders, to assist Council in implementing the Strathbogrie Community Pools Strategy 2019-2029 and improving facilities and activities for the users; and***
- 3. Receive a further report following the outcomes of the public open tender process for endorsement.***

87/20 CARRIED

9.7.4 Operation and Management of Strathbogie Shire Aquatic Facilities (cont.)

PURPOSE AND BACKGROUND

The purpose of the report is to analyse the 2019/20 pool season, which was managed directly by Council staff, and recommend to Council, based on the findings and historical data, the best model moving forward.

Tables one (1), two (2) and three (3) indicate the approximate annual attendances recorded at each pool for the past six (6) seasons and income and expenditure totals:

Table 1: Attendances

Pool	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Avenel	3,189	4,890	4,404	4,815	3,679	3,308
Euroa	10,757	16,509	15,306	16,108	17,325	9,328
Nagambie	3,429	2,589	2,891	3,034	3,424	2,209
Violet Town	13,680	19,422	16,163	12,154	6,468	4995
Attendance Totals	31,055	43,410	38,764	36,111	30,896	18,834

Table 2: Income/Expenditure (less painting of pools)

Income	-\$5,442	-\$7,527	-\$4,996	-\$6,321	-\$16,415	-\$13,702
Expenditure	\$281,723	\$327,537	\$346,648	\$358,894	\$275,354*	\$452,474
Net Result (Exp.)	\$276,281	\$320,010	\$341,652	\$352,573	\$258,939	\$438,772

Note: *This figure excludes costs associated with backpay paid in the 2019/20 financial year

Table 3: Contractor Payment History (when all pools were contracted out)

Contractor Payments	<u>2016/17</u>	<u>2017/18</u>
Euroa Pool	\$98,016	\$105,884
Nagambie Pool	\$47,286	\$49,375
Violet Town Pool	\$56,792	\$62,164
Avenel Pool	\$50,276	\$54,342
Totals	\$252,370	\$271,766

Summary of the 2019-2020 Pool Season

The 2019/20 pool season was managed directly by Council staff. It also included for the first time the direct management of the Euroa Pool. The position of an Aquatics & Recreation Manager to oversee the management of the pools was never realised. Instead, the management function and responsibility was given to the Community Facilities Planning Officer with support from asset and works staff.

9.7.4 Operation and Management of Strathbogie Shire Aquatic Facilities (cont.)

Council recruited lifeguards primarily from local residents and provided free training. Twelve (12) new lifeguards were recruited and six (6) lifeguards from the last season were re-employed bringing the total to 18 lifeguards to service the four (4) pools. Lifeguards also provided kiosk services due to no interest from local community groups willing to run the kiosks at either of the four (4) sites.

Council office staff were tasked with the responsibility of ordering and re-stocking the kiosks, maintaining the first aid equipment and responding to complaints and enquires from the public. Council outdoor staff continued to maintain the pool grounds, equipment and chemical management/water quality to ensure pools were at acceptable standards for public use. The previous contractor for the Violet Town Pool was engaged to assist with the above at Violet Town on a voluntary basis.

During the 2019-20 season the pools, at various times and venues, were closed for a total of 52 days due to a number of factors, including low temperature (less than 22 degrees), thunderstorm activity, severe wind and smoke haze as a result of significant bush fires both locally (Euroa) and in northern Victoria/NSW. In addition, the pools suffered technical issues pertaining to chlorinators and pool pumps. The breakdown of closures per pool is as follows:

- Avenel – 13 days
- Nagambie – 12 days
- Euroa – 15 days
- Violet Town – 12 days

DISCUSSION

Table four (4) below provides an analysis pros and cons of management options from a Council versus Contractor perspectives.

Table 4: Analysis of Management Options

Factor	Council Management	Contractor Management	Recommended Management
<i>Cost (including backpays of lifeguards)</i>	Last season was the first time Council managed all four (4) pools and there were significant cost increases compared to other years. Although, in 2018/19 (3 pools under direct management) there seemed to have reduction in cost, this was due to under payment of lifeguards. Therefore, the true cost was much higher and closer to previous years.	Contractor payments have been consistent and easily managed through the contract clauses. Variations are agreed to by both parties based on needs during the season, e.g. longer opening hours. There is no employee oncost or risk to Council in incorrect payment of staff, i.e. not Council staff.	Contractor

9.7.4 Operation and Management of Strathbogie Shire Aquatic Facilities (cont.)

<i>Risk Management & OHS</i>	Last season saw a significant health and safety incident due to incorrect handling of chemicals which was attributed to a lack of experience in pool and chemical management and operations. Further investigations by WorkSafe discovered other non-compliance due to lack of experience and knowledge of staff. These have been addressed but highlighted the risk exposure Council has by direct management of the pools.	There have been no WorkSafe investigations due to non-compliance or reportable incidents under contract management of the pools. Contractors with good industry experience have the correct risk management mitigation and strategies in place, proper processes and procedures, and relevant qualifications at a higher level. Council's insurers would recommend outsourcing to an experienced and professional aquatic provider.	Contractor
<i>Control</i>	Direct management of the four (4) pools resulted in a number of staff members with limited experience in pool operations managing the day-to-day operations (including weekends) of the pool without the required training, experience and proper control. A number of high-level decisions were made over the telephone and people resources were "stretched" across the Shire. The employee costs were high last season, but the controls was less than under contract.	Under contract the pools are resourced at appropriate levels at all times as per the contract specification. Control is high and visible and decisions around operations and management are made by more hands-on assessment by experienced aquatic operators.	Contractor

9.7.4 Operation and Management of Strathbogie Shire Aquatic Facilities (cont.)

<i>Resources</i>	Last season, with four (4) pools under direct management by Council, resulted in more resources (staff, maintenance and materials) being allocated to the pools during the season.	Resources under contract management are controlled by the contract specification and thus, there is less variations and "surprises" during the pool seasons. Issues are promptly managed and executed.	Contractor
<i>Employees</i>	Council employees directed to manage the operations of the pools during the season had limited experience and qualifications to do so as it was not their core function. The lifeguards employed and trained had limited management/supervision by experienced aquatic managers and supervisors. Also, Council's HR department discovered underpayment of the lifeguards employed by Council. This was due to the lack of knowledge in this sector and the relevant entitlements of lifeguards. It was rectified at cost to Council.	Experienced industry contractors have the high-level experience and qualifications to manage aquatic facilities as this is their yearly profession. They can employ local lifeguards but have in place the appropriate manager and supervisors to mentor and monitor the staff. They also have the HR knowledge to pay the correct award rates and entitlements.	Contractor
<i>Kiosks</i>	Under direct management by Council last season, the kiosks were managed by Council staff and run by the lifeguards. This model is deemed to be inappropriate as it takes the lifeguards away from their core responsibility. It run as a service, not as a business.	Under contract to a qualified and experienced organisation, the kiosks could turn a profit whilst providing a service to the patrons. Also, under contract it would not pose any risk to Council.	Contractor

9.7.4 Operation and Management of Strathbogrie Shire Aquatic Facilities (cont.)

<i>Attendance vs cost</i>	Attendances were substantially down last year, yet costs were up. This factor could be contributed to decisions being made by inexperienced aquatic managers. There were also several other factors such as poor weather, however, the attendance statistics are very low compared to a number of previous years.	Each year when contractors managed the pool seasons, attendances were up. If contracted out, Council can allocate some resources to marketing and promoting the pools as this is a function of Council.	Contractor
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Based on this analysis, offers propose that the management and operation of Council's Aquatic Facilities be tendered to a suitable qualified and experienced organisation for three (3) years commencing for the 2020/21 pool season.

Reference Group

As part of Council's commitment to engage and consult with our community; it is recommended to form ***Aquatic Facilities Reference Group*** to bring all the current and future stakeholders together as one instrumental voice to assist Council in implementing and reviewing the Strathbogrie Community Pools Strategy 2019-2029 and to support improvements to the facilities and increase enjoyment for the residents and visitors of Shire who will use the aquatic centres.

COMMUNITY ENGAGEMENT

The tendering of the management of the pools during the pool seasons does not require any community engagement as the tender specifications will be consistent with current expectations of the relevant stakeholders. The day-to-day management during the pool openings should be seamless regardless of contractor or direct management by Council.

In relation with forming the reference group, a detailed engagement plan will be formulated with the communications and engagement team.

POLICY CONSIDERATIONS

The tender specification will align with the intent and recommendations of the Strathbogrie Community Pools Strategy 2019-2029 and the formation of a reference group will assist Council in implementing and reviewing the strategy.

9.7.4 Operation and Management of Strathbogie Shire Aquatic Facilities (cont.)

LEGAL CONSIDERATIONS

The public open tender process will be in accordance with Council's procurement and governance guidelines and consistent with *the Local Government Act*. The reference group will be modelled in line with the new provisions of the Act.

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

FINANCIAL CONSIDERATIONS

The following has been allocated in budget for the 2020/2021 pool season:

1. Swimming Pools – Management/Operations - \$300,000
2. Swimming Pools – Maintenance - \$55,000

The \$55,000 is currently allocated for painting of the Avenel pool, repairs to the leak and other general maintenance at all pools.

SOCIAL CONSIDERATIONS

Public aquatic facilities can provide much more than just "places to cool off in the summer". A properly managed pool and aquatic strategy can deliver a sense of community, improve social capital, offer access to water safety education and increase patron enjoyment.

Hence, the importance of this report to ensure Council considers and adopts the most appropriate management model for the Shire moving forward and forms a reference group to assist in improving these socially important community facilities into the future.

CONCLUSION

Based on the analysis of costs and other factors outlined in this report; it is recommended to contract out the management and operations of all pools for the next three opening seasons through a public open tender process. In addition, to ensure proper engagement with the users and broader community, it is further recommended to form an Aquatics Facility Reference Group.

9.7.5 Business Management System

The May 2020 Business Management System Report includes reports as follows:-

- Building Department – April 2020 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) – April 2020
- Customer Enquiry Analysis Report – Report for April 2020
- Waste Management Reporting ~ Year to Date – April 2020
- Actioning of Council Reports Resolutions – Council Meeting 21 April 2020
- Outstanding Actions of Council Resolutions to 30 April 2020
- Review of Council Policies and Adoption of new Policies – April/May 2020
- 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.

MOVED COUNCILLOR RAEBURN, SECONDED COUNCILLOR WILLIAMS

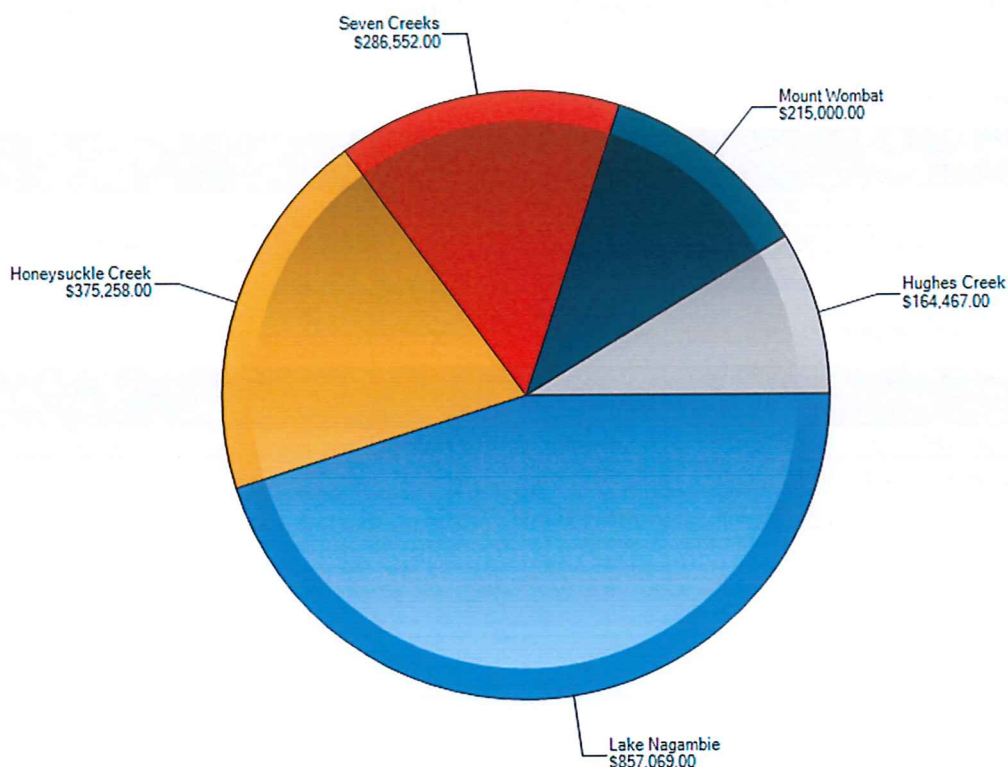
That the report be noted.

88/20 CARRIED

BUILDING ACTIVITY

APRIL 2020

Seventeen (17) permits, with a works value of \$1,898,346.00, were lodged with Council in April. Four permits were issued for the construction of a dwelling, however two of those permits were for the replacement of fire damaged dwellings in the Lake Nagambie Ward. The remainder of the permits were for farm sheds or domestic improvements, with the exception of a permit for the repairs to a commercial building damaged by a vehicle.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
4920149749896	27/04/2020	Construction of	Dwelling	Violet Town	\$375,258.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2028621345265	6/04/2020	Alteration to	Dwelling	Avenel	\$99,467.00
8763837494860	27/03/2020	Construction of	Shed	Avenel	\$65,000.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2178351648510	16/03/2020	Construction of	Shed	Mitchellstown	\$70,000.00
2732757269211	17/04/2020	Construction of	Dwelling	Arcadia South	\$224,070.00
4809472221939	19/04/2020	Construction of	Dwelling	Arcadia South	\$175,000.00
4934859335043	17/04/2020	Alteration to	Dwelling	Nagambie	\$17,600.00
4945415090179	2/04/2020	Construction of	Dwelling & Garage	Nagambie	\$303,070.00
4964963130641	7/04/2020	Construction of	Shed	Nagambie	\$15,933.00
7882548558160	21/04/2020	Construction of	Patio	Nagambie	\$8,030.00
9344000837985	3/04/2020	Construction of	Shed	Bailieston	\$26,127.00
9624333966845	13/04/2020	Repairs to	Shop	Nagambie	\$17,239.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
9194399895180	29/03/2020	Alterations & Additions to	Dwelling	Longwood	\$200,000.00
9377861043805	16/04/2020	Re-erection of	Dwelling	Gooram	\$15,000.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1478871903225	28/04/2020	Construction of	Swimming Pool, Swimming Pool Barrier	Euroa	\$42,500.00
7382762179031/0	17/04/2020	Construction of	Carport	Euroa	\$9,450.00
TBA	6/04/2020	Construction of	Shed	Euroa	\$234,602.00

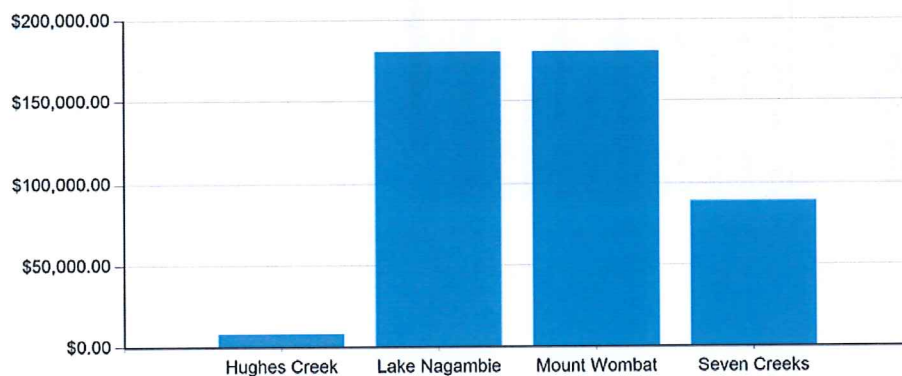
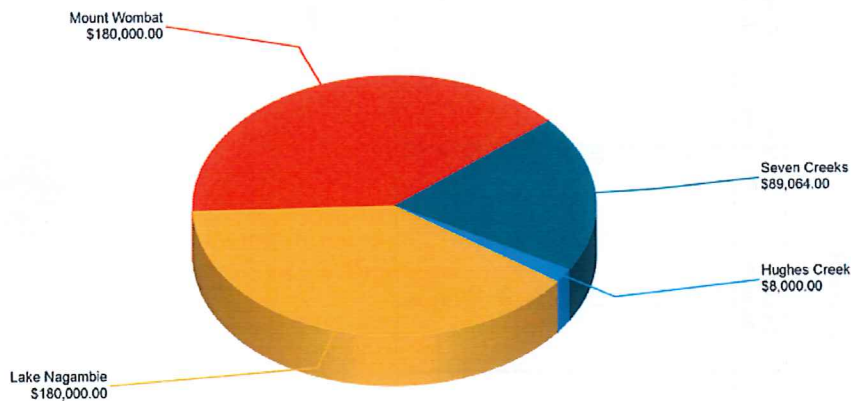
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL
IMPROVED VALUE)**
APRIL 2020



Planning Applications Determined

April 2020

Hughes Creek	\$8,000.00
Avenel	\$8,000.00
Lake Nagambie	\$180,000.00
Nagambie	\$180,000.00
Mount Wombat	\$180,000.00
Gooram	\$180,000.00
Seven Creeks	\$89,064.00
Euroa	\$55,000.00
Euroa	\$9,450.00
Euroa	\$24,614.00
Total Value	\$457,064.00



CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR APRIL 2020



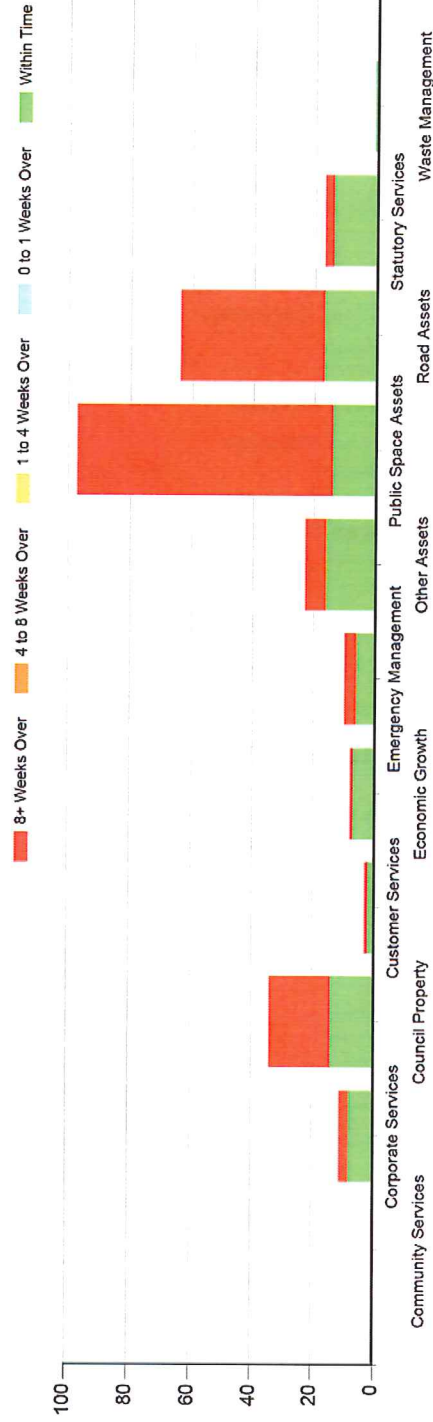
Request Throughput Analysis

01/04/2020 to 30/04/2020

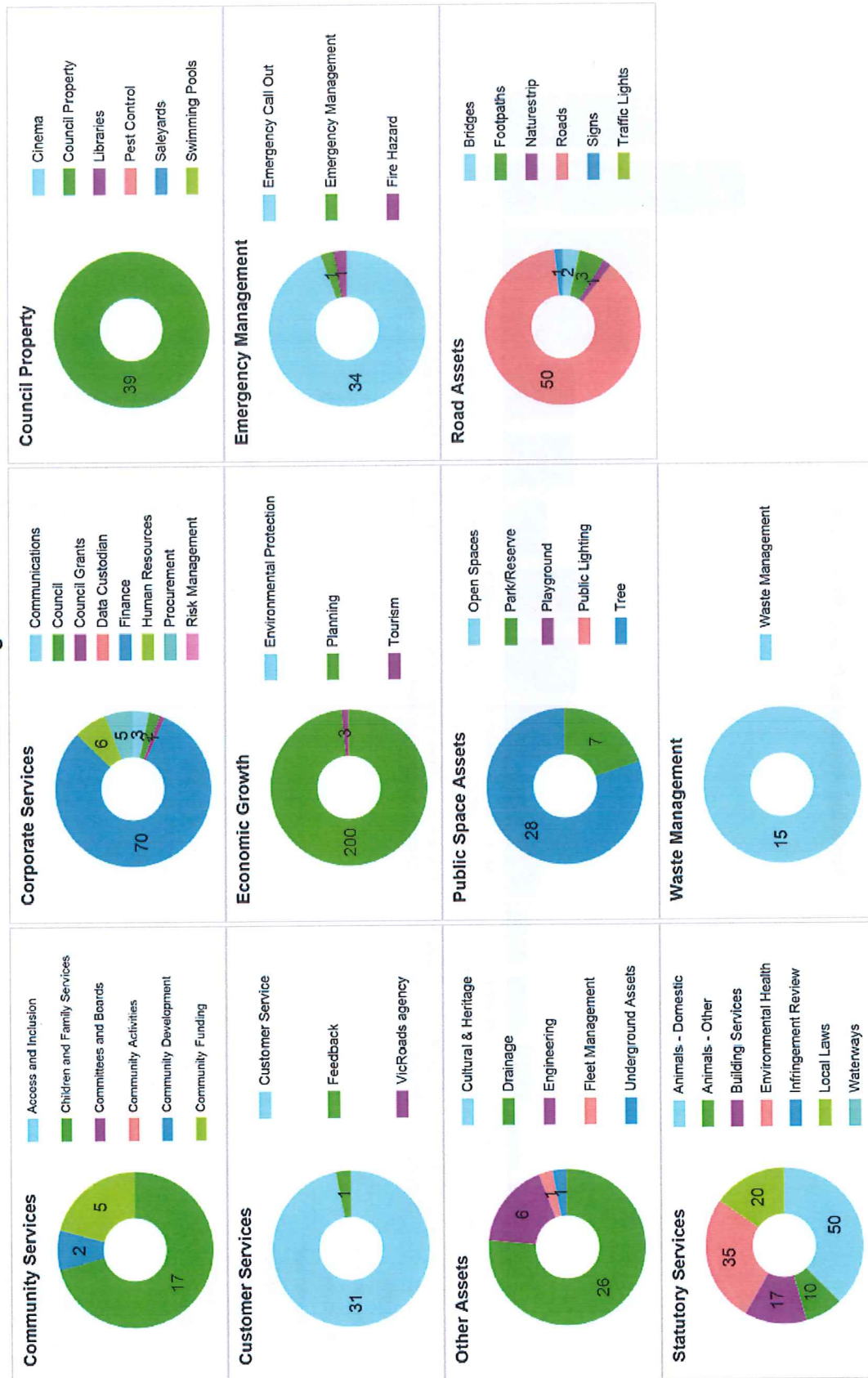
	Complete / New	> 80%	50-80%	< 50%
	Overdue / Remaining	< 33%	34-70%	> 70%

Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C/N	Within Time	Over Time	Pending Resources	Service Area Usage
Community Services	14	24	34	4		0	4	0	
Corporate Services	27	87	96	18		8	10	0	
Council Property	51	39	29	61		14	47	0	
Customer Services	22	32	46	8		2	6	0	
Economic Growth	11	203	197	17		7	10	0	
Emergency Management	33	36	42	27		6	21	0	
Other Assets	32	34	29	37		16	21	0	
Public Space Assets	186	35	31	159		14	145	31	
Road Assets	142	57	67	129		17	112	3	
Statutory Services	25	132	127	30		14	16	0	
Waste Management	2	15	15	2		1	1	0	

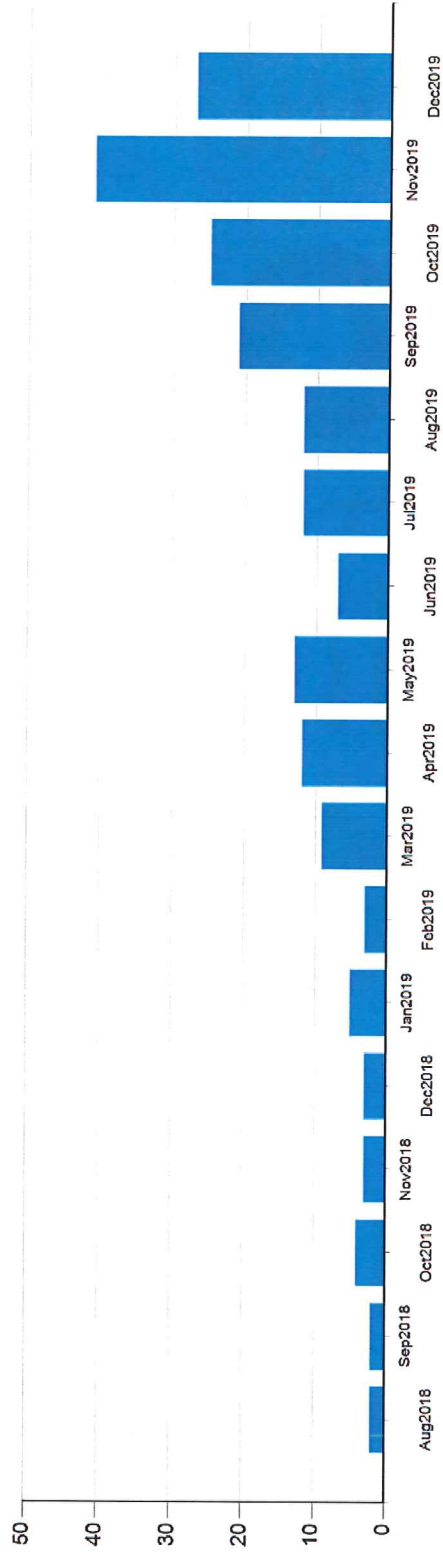
Request Ageing



Service Usage



Remaining Requests by Original Request Date



	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Other Assets	Public Space Assets	Road Assets	Statutory Services
August							2		
September	1						1		
2018 October		1					1	2	
November							2	1	
December	1							2	
January							3		2
February							2	1	
March		1					5	3	
April							6	6	
May	1					1	6	5	
2019 June							1	6	
July		1			1	2	5	3	
August		2					5	5	
September		4			1	2	13	1	
October		4		1		1	13	5	1

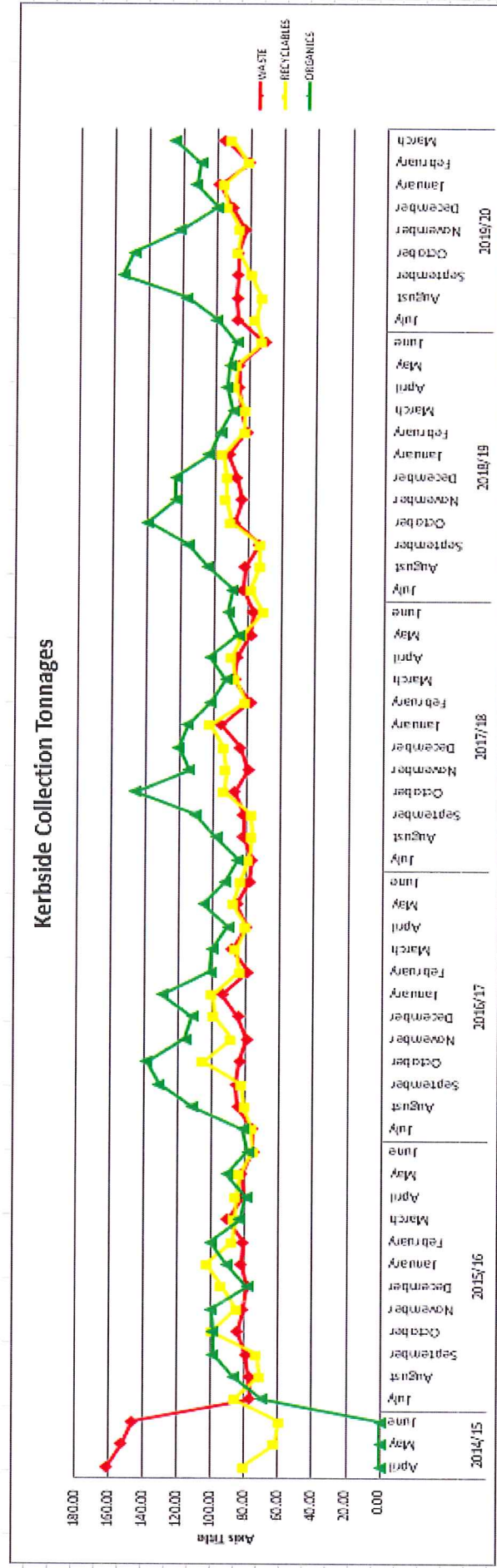
2019	November		4	1		2		29	5	
	December		5		1	1		13	5	1
Total		3	22	1	2	5	7	107	50	4

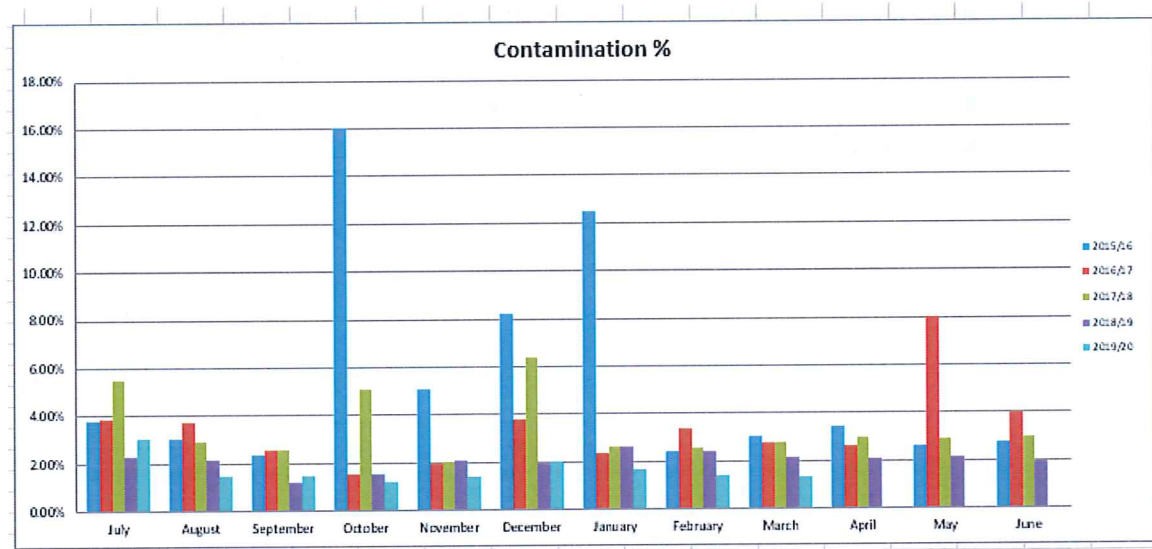
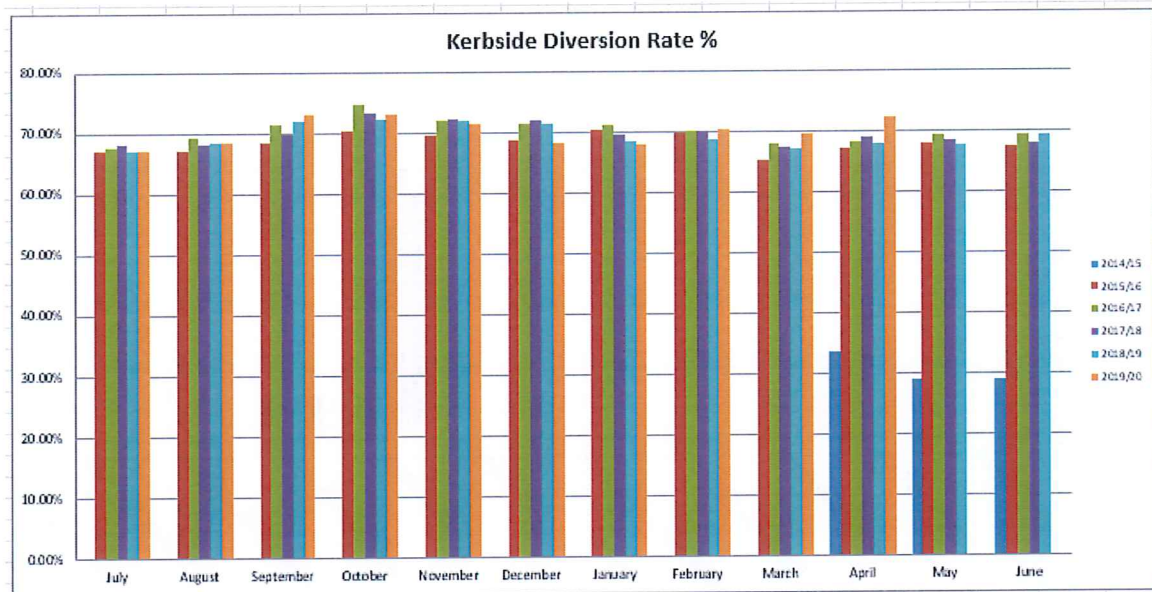
Definitions

Service Area	Grouping of services by area of responsibility	Service	Activities that provide value to the customer
Existing	Requests open prior to reporting period	Remaining	Requests incomplete at end of reporting period
New	Requests made during reporting period	Completed	Requests completed during reporting period
Within Time	Remaining Requests where defined deadline is after reporting period	Over Time	Remaining Requests where defined deadline is before the end of the reporting period
Pending Resources	Requests where additional resources are required to continue. This includes labour, materials, and financial resources.		
Complete New	An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service. $\frac{C}{N}$ Complete / New    > 80% 50-80% < 50%	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. $\frac{O}{R}$ Overdue / Remaining    < 33% 34-70% > 70%

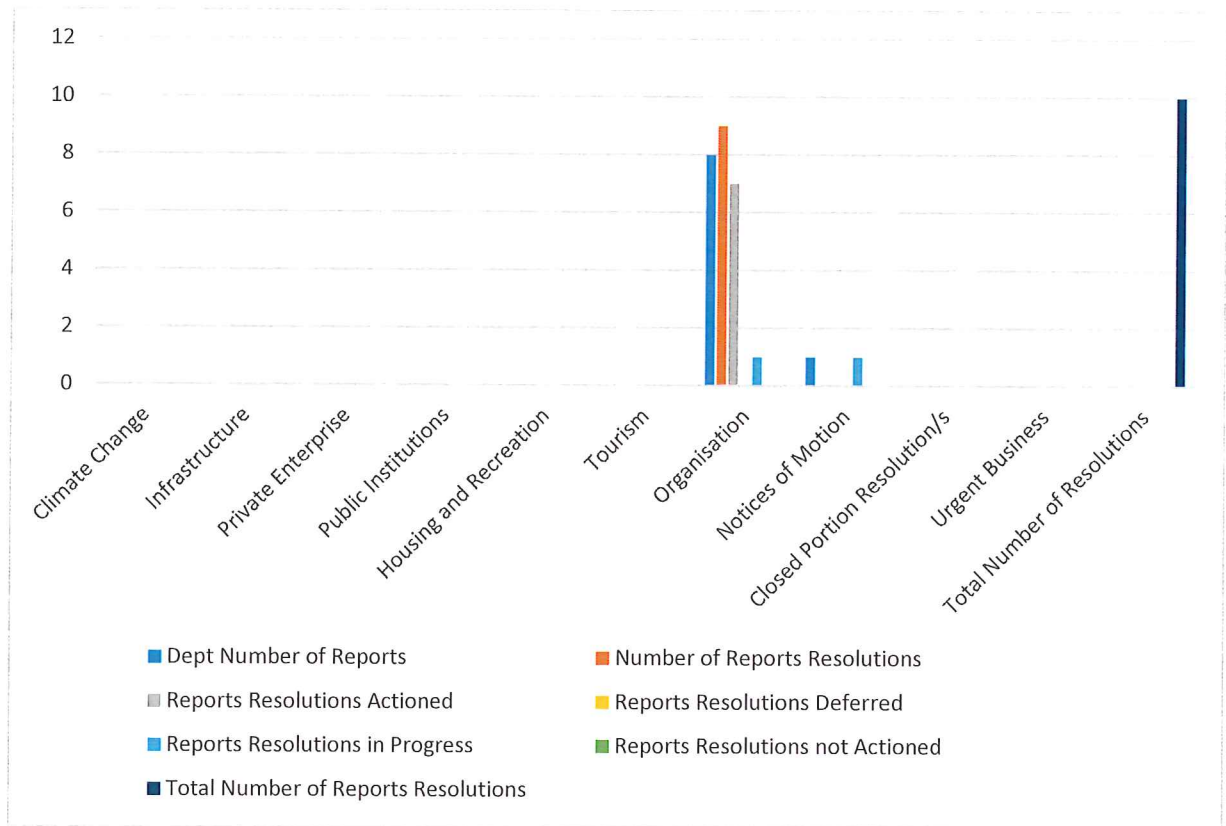


WASTE MANAGEMENT REPORTING **YEAR TO DATE - APRIL 2020**





ACTIONING OF COUNCIL REPORTS RESOLUTIONS COUNCIL MEETING – 21 APRIL 2020



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OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO 30 APRIL 2020

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 finalized.

Council Meeting Date	Item No.	Description
15/10/19	9.7.9	Longwood Recreation Reserve - Use of Public Land for Camping RECOMMENDATION <i>That, subject to Officers being satisfied with issues related to risk and emergency management, local laws and landowner consent, a trial of camping be permitted at the Longwood Recreation Reserve, with a review to be conducted in March 2020, and a report to be submitted to Council after that.</i> It is noted that due to the impact the coronavirus pandemic is having on recreational activities of this nature, a report on outcomes of the trial of camping at the Longwood Recreation Reserve is now postponed and will be presented to a Council meeting on a date to be determined.

REVIEW OF EXISTING COUNCIL POLICIES AND ADOPTION OF NEW POLICIES

Review of Policy / New Policy	Policy Name	Details
<i>Nil.</i>		

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 2 April to 29 April 2020

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: Assembly of Councillors

Date of Meeting: Tuesday 14 April 2020

Time: 2.00 p.m. to 5.30 p.m.

Attendees:

Councillors

Amanda McClaren

Robert Gardner*

Malcolm Little*

John Mason *

Alistair Thomson*

* Participated via video conference

Officers

Julie Salomon (Chief Executive Officer)

David Roff (Director, Corporate Operations)

Dawn Bray (Executive Manager, Governance and Customer Service)

Apologies

Councillor Chris Raeburn

Councillor Graeme Williams

Phil Howard (Director, Community and Planning)

Declarations of Interest

1. Review of April Planning Committee Agenda
2. Councillors / ELT – 'Welcome and What's been Happening'
3. Draft Budget and Council Plan Review
4. Review of Draft April Ordinary Council Meeting Agenda
5. Items for Discussion
 - 5.1 Tuesday 28 April 2020 (2.
 - Local Government Act 2020 Workshop
 - Special Council Meeting (TBC)
 - 5.2 Signage for the town entry events boards during the COVID-19 pandemic
 - 5.3 Implementation of COVID-19 financial assistance measures

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

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



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: Assembly of Councillors

Date of Meeting: Tuesday 21 April 2020

Time: 3.45 p.m. – 7.03 p.m.

Attendees:

Councillors

Amanda McClaren
Robert Gardner
Malcolm Little
John Mason
Chris Raeburn
Alistair Thomson
Graeme Williams

Officer/s

Julie Salomon (Chief Executive Officer)
Phil Howard (Director, Community and Planning)
David Roff (Director, Corporate Operations)
Dawn Bray (Executive Manager, Governance and Customer Service)

Apologies

Nil

Declarations of Interest

1. Councillors / ELT – 'Welcome and What's been Happening'
2. Planning Committee Meeting
3. Item/s for Discussion
 - 3.1 MAV Membership
 - 3.2 ANZAC Day Wreaths
4. Final Draft Budget / Council Plan Review
5. April Ordinary Council Meeting

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

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

RECORD OF MEETINGS OF SPECIAL COMMITTEES OF COUNCIL

Record of Minutes of Meetings received in the April / May 2020 Period

Name of Special Committee	Date of Meeting
Graytown Action Group	AGM 15 th Feb 2020
Strathbogie Memorial Hall	11 th June 2019 20 th August 2019 AGM and Ordinary Minutes 10 th September 2019 15 th October 2019 19 th November 2019 14 th January 2020 10 th March 2020
Avenel Action Group	11 th March 2020



10. NOTICES OF MOTION

Nil.

11. URGENT BUSINESS

Nil.

12. CLOSURE OF MEETING TO THE PUBLIC

Nil.

13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S

Nil

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 16 June 2020, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.44 P.M.

Confirmed as being a true and accurate record of the Meeting


Chair


Date

Q