



STRATHBOGIE SHIRE COUNCIL

**MINUTES / DECISIONS OF THE MEETING OF THE STRATHBOGIE SHIRE COUNCIL
HELD ON TUESDAY 15 DECEMBER 2020 AT THE EUROA COMMUNITY
CONFERENCE CENTRE, COMMENCING AT 6.00 P.M.**

Chair: Chris Raeburn (Mayor) (*Honeysuckle Creek Ward*)

Councillors: Melanie Likos (Deputy Mayor) (*Lake Nagambie Ward*)
Laura Binks (*Mount Wombat Ward*)
Reg Dickinson (*Lake Nagambie Ward*)
Sally Hayes-Burke (*Seven Creeks Ward*)
Kristy Hourigan (*Seven Creeks Ward*)
Paul Murray (*Hughes Creek Ward*)

Officers: Julie Salomon Chief Executive Officer (*CEO*)
David Roff Director, Corporate Operations (*DCO*)
Amanda Tingay 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, and live streamed on our website at www.strathbogie.vic.gov.au. This ensures we are meeting the Victorian Government's COVID-19 social distancing requirements to 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.

A handwritten signature in black ink, appearing to be a stylized 'G' or similar character.

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 / Leave of Absence

Nil.
4. Disclosure of Conflicts of Interest
 - Cr Hourigan declared a General Conflict of Interest under section 127 of the Local Government Act 2020 in relation to Item 9.17 - 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients as a member of the Euroa Australia Day Committee.
 - Cr Murray declared a General Conflict of Interest under section 127 of the Local Government Act 2020 in relation to Item 9.18 - RE3 COVID Response Community Grant Program – Application Assessments as Chair of the Euroa Hockey Club, who was an applicant for a grant under this program.
5. Confirmation of Minutes of Previous Meetings
 - *Ordinary Council Meeting: Tuesday 20 October 2020*
 - *Statutory Council Meeting: Tuesday 17 November 2020*

MOVED: DEPUTY MAYOR LIKOS
SECONDED: COUNCILLOR BINKS

08-20/21 **CARRIED**

6. Petitions

Nil.
7. Reports of Mayor and Councillors and Delegates

Cr Murray reported on attendance at the Avenel Action Group Annual General Meeting on Wednesday 9 December 2020. Expressed thanks to outgoing President, Jeff Moran, on his dedicated service and achievements as President for the past five years. New President is Jen Arnold, Secretary is John Hyland, Treasurer is Grace Kenworthy.

The Mayor delivered the following address to the meeting

It's a significant event for the seven Councillors in the room tonight.

For six of us – it's our first Council meeting representing Strathbogie Shire.

It's also the first time we've seen a female majority leading Strathbogie Shire, and congratulations to all of you on being elected.

It's an exciting time for our Shire. We are a Council committed to driving better community engagement and to ensuring our community is involved in the decisions that affect them.



My focus is all about the community and working together to achieve great things. I truly believe if we're not delivering what our community wants, we're not doing well enough.

I ask all members of our community to approach this new Council with optimism and support. We will be calling on you all to get involved and help us make better decisions.

In the new year this will start with Councillors regularly coming to your townships to share information and gather your feedback.

We are increasing face-to-face engagement opportunities, but at the same time we know this can't be the only way to seek your feedback.

I urge you to watch this space as we create easier ways to have your say online.

While on the topic of engagement opportunities, Council officers, in conjunction with the applicant for a planning permit to establish a caravan and camping (tourist) park at Kirwans Bridge will hold a drop-in day tomorrow at the site from 10am.

This is an opportunity for interested people to learn more about the proposal. If there's significant interest we will host more of these sessions, of course all the documents are publicly available on our website.

For me – during my term as Mayor - advocating for the community will also be a priority.

Last week I presented to the Joint Standing Committee inquiry into the National Broadband Network (NBN).

I took this opportunity to make it very clear that more work needed to be done in our region.

If something is not done well, we will be left behind in the digital race and miss out on economic development opportunities.

This is not an option we can accept as a community and for our Shire.

Finally, I wanted to congratulate the community, our cinema volunteers and Council officers who have worked tirelessly putting together proposals and submitting applications to upgrade the interior of our cinema.

We were recently awarded \$130,000 in the Victorian Government Budget for an overhaul that will include replacing the second-hand chairs, polishing the floorboards, repainting and more.

What a fantastic example of what we can achieve when we work together.

8. Public Question Time

Public Question Time will be conducted as per Rule 31 of Strathbogie Shire Council's Governance Rules. 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 and Data Protection Act 2014, only the initials of the person asking the question will be used together with a Council reference number.

The Mayor invited the Chief Executive Officer to address questions received for raising during the Public Question Time component of the meeting.

The following two questions were lodged on Wednesday 14 October 2020, however, were unable to be considered at the Council meeting held on Tuesday 20 October, due to Public Question Time being suspended during the election caretaker period, as per clause 112.2 of Council's Election Period Policy below -

- 112.2 Public Question Time will be suspended during the election (caretaker) period.

The questions and officer responses are provided below.

Council Ref: JA: 81/2020

1. When did advertising "Planning Applications Received" change from the planning meeting agenda list to the Shire website?

A Permit application advertised at 40 River St, Nagambie on Sept 22 - closing date 12 Oct - 8 days before a planning meeting.

Response

This is the closing date for submissions, a full assessment is still required and a Planning Report to be written. It is unlikely at the conclusion of advertising that a decision will be made immediately due to the process involved in assessing an application. An objection can be made up until a decision is made, however an advertising period is required to determine how a permit is decided upon i.e. before Council or under delegation. In general terms, for all applications, should an objection be received, the application is heard before Council. Additionally if a recommendation is for refusal of an application it is heard before Council. Should no objections be received for a Planning application, Council Officers are able to issue under delegation.

2. The application is on "Permits Currently Advertised" on Shire website. What criteria is used for advertising on the website and has this been explained to Shire residents before?

Response

Advertising of applications on Council website has just occurred, River Street being the first. As part of notifying affected land owners of an application we provide this website link for them to review the documents in more detail. All applications which require notification will be placed on Council's website. This forms part of our planning department looking to continually improve processes, by listening to our community and always looking for ways to communicate better. We are happy to hear feedback.

8. Public Question Time (cont.)

Council Ref: JA: 82/2020

1. In October 2019 - Nagambie Waterways Committee and Council contracted Wayne Hill from "Life on Water" to undertake a review of speed limits and Zoning on Lake Nagambie and the Goulburn River.

The report was due in September 2020.

How much did the Shire pay for this review and when and where will this report be available.

Response

Council advertised Expressions of Interest closing 24 September 2019 to undertake a review of speed limits and zonings on the waterways. A contract was awarded for \$34,036 of which \$25,000 was provided by State Government.

As part of the process, community feedback was obtained and an Issues Paper and Risk Document prepared which has been reviewed by the Waterways Committee.

This process has not been finalised as there is a need for the new Council to endorse the Paper, which is expected early in the new year. After that, Council will need to formally request Marine Safety Victoria to make rule changes as identified in the document. There will then be broad community consultation and a Final draft of rules, zoning and speed limits endorsed and gazetted. After that, Council will need to upgrade signage and buoys, print maps and commence education and compliance. This will be complete by summer 2021/22.

9. Officer Reports
10. Notices of Motion
11. Notices of Rescission
12. Urgent Business
13. Confidential Business

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 19 January 2021 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

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9. REPORTS

9.1 Planning Application No. P2020-094 - Use and development of land for a dwelling ~ 254 Wood Road, Euroa

Author: Town Planner

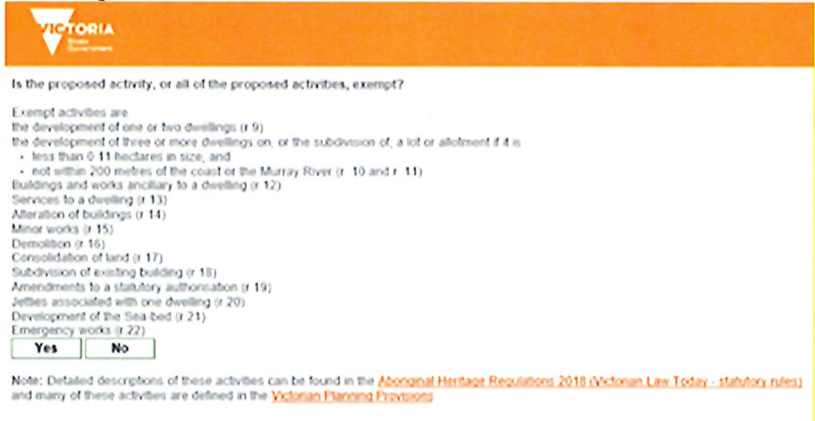
Responsible Director: Director Community and Planning (Acting)

EXECUTIVE SUMMARY

- The proposal is for use and development of a dwelling.
- The application was advertised, and no (0) objections were received.
- The application is being heard before Council due to the proposal being for a dwelling on a lot less than the as of right size (80 hectares) in the Farming Zone.
- The application has not been assessed within the 60-day statutory timeframe due to Council elections. Councils must comply with special arrangements in the lead up to elections. Council has been in Caretaker from Tuesday 22 September to Saturday 24 October.
- The proposal meets the objectives of the Planning Policy Framework, Local Planning Policy Framework and the Farming Zone.
- It is recommended that Council resolve to grant a permit in accordance with the Officer's recommendation.

Application is for:	Use and development of land for a dwelling
Applicant's/Owner's Name:	Troy Spencer Planography Pty Ltd
Date Received:	30 July 2020 Application Received 31 July 2020 Paid 8 September 2020 Further Information Received
Statutory Days:	76
Application Number:	P2020-094
Planner: Name, title & department	Trish Hall Town Planner Planning and Investment Department
Land/Address:	Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3 Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3 254 Wood Road, Euroa
Zoning:	Farming Zone
Overlays:	Bushfire Management Overlay (Part) Land Subject to Inundation Overlay (Part) Floodway Overlay (Part)

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

<p>Is a CHMP required?</p>	<p>No The subject site is within a Culturally Sensitive Area; however, a Cultural Heritage Management Plan is not required for a dwelling.</p>  <p>The screenshot shows the Victorian Planning Provisions website. It lists exempt activities such as the development of one or two dwellings, buildings ancillary to a dwelling, and minor works. It includes checkboxes for 'Yes' and 'No'.</p>
<p>Is it within an Open Potable Catchment Area?</p>	<p>No The subject site is not within an Open Potable Water Catchment Area</p>
<p>Under what clause(s) is a permit required? (include description)</p>	<p>Clause 35.07-1 Use of land for a dwelling on a small lot in the Farming Zone Clause 35.07-4 Buildings and works in the Farming Zone associated with a Section 2 Use</p>
<p>Restrictive covenants on the title?</p>	<p>Nil</p>
<p>Current use and development:</p>	<p>Agriculture</p>

MOVED: COUNCILLOR MURRAY
SECONDED: COUNCILLOR HOURIGAN

That Council

- ***having Caused notice of Planning Application No. P2020-094 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to grant a permit under the provisions of Clause 35.07 Farming Zone of the Strathbogrie Planning Scheme in respect of the land known as Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3 Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3 254 Wood Road, Euroa, for the use and development of land for dwelling, in accordance with endorsed plans, subject to the following conditions:***

Endorsed Plans:

1. ***The development must be sited and constructed in accordance with the endorsed plans. These endorsed plans can only be altered or modified with the prior written approval of the Responsible Authority, or to comply with statutory requirements.***



9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

2. ***Prior to the commencement of the use, plans must be submitted to and endorsed by the Responsible Authority, the plans must be generally in accordance with the application. The plans are to include***
 - ***Elevation Plans***

Consolidation:

3. ***Prior to the commencement of buildings and works Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3 and Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3 must be consolidated into one parcel of land to the satisfaction of the responsible authority.***

Section 173 Agreement:

4. ***Prior to the commencement of works a Section 173 Agreement must be entered into at no cost to Council, which ensures the following:***
 - (a) ***Prevent subdivision of the land so as to excise the dwelling***
 - (b) ***Require that the use of the land for a dwelling must be undertaken in accordance with an agricultural use of the property in accordance with the Whole Farm Plan endorsed as part of this permit.***
 - (c) ***The Owner acknowledges and accepts that the possibility of nuisance from adjoining or nearby agricultural operations may occur. The possible off site impacts include but are not limited to dust, noise, odour, waste, vibration, soot, smoke or the presence of vermin, from animal husbandry, animal waste, spray drift, agricultural machinery use, pumps, trucks and associated hours of operation.***

The Section 173 Agreement must be prepared by Council's solicitors, to the satisfaction of the Responsible Authority and must be recorded on the folio of the Register to the subject land pursuant to Section 181 of the Planning and Environment Act 1987.

Engineering Conditions:

Rural Vehicle Crossing Location

5. ***Prior to the commencement of works on site, any new, relocated, alteration or replacement of required vehicular entrances to the subject land from the road shall be constructed at a location and of a size and standard in accordance with the requirements of the relevant Authority and shall be at the applicant's expense. The final location of the crossing is to be approved by the Responsible Authority via a Vehicle Crossing Permit. Reference should be made to Clause 12.9.2 "Rural Vehicle Crossings" of the Infrastructure Design Manual. Refer to standard drawing SD255 for small vehicles or SD265 for large vehicles.***
6. ***The vehicular crossing shall have satisfactory clearance to any power or Telecommunications pole, manhole cover or marker, or street tree and have a minimum of 50mm of gravel from the shoulder to the property boundary.***



- 9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Internal Access Roads

7. ***Prior to the commencement of the use all internal access roads must be constructed, formed and drained to avoid erosion and to minimise disturbance to natural topography of the land to the satisfaction of the Responsible Authority. Internal access, including the turn-around areas for emergency vehicles, must be all weather construction with a minimum trafficable width of 4m.***

Rural Drainage - Works

8. ***All stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge drains to the satisfaction of the Responsible Authority/Goulburn Murray Water or dissipated within the site boundaries. No effluent or polluted water of any type may be allowed to enter the stormwater drainage system.***
9. ***Appropriate steps must be taken to retain all silt and sediment on site during the construction phase to the satisfaction of the Responsible Authority and must be carried out in accordance with Construction Techniques for Sedimentation Pollution Control (EPA publication No. 275, May 1991)***
10. ***Prior to the commencement of any works, the design parameters for any defined watercourse crossing(s), both structural and hydraulic design, shall be approved by the Responsible Authority (GBCMA – Works on Waterways Permit).***

Council's Assets

11. ***Prior to commencement of development, the owner or developer must submit to the Responsible Authority a written report and photos of any prior damage to public infrastructure. Listed in the report must be the condition of kerb & channel, footpath, seal, streetlights, signs and other public infrastructure fronting the property and abutting at least two properties either side of the development. Unless identified with the written report, any damage to infrastructure post construction will be attributed to the development. The owner or developer of the subject land must pay for any damage caused to the Councils assets/Public infrastructure caused as a result of the development or use permitted by this permit.***

Environmental Health Conditions:

12. ***Prior to installation works commencing on the septic tank system, a Permit to Install must be obtained from Council.***



9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

- 13. All sewage and sullage waters shall be treated in accordance with the requirements of the Environment Protection Act 1970 and the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891. 4 (2016) and the Responsible Authority. All wastewater shall be disposed of within the curtilage of the land and sufficient area shall be kept available for the purpose of wastewater disposal to the satisfaction of the Responsible Authority. No wastewater shall drain directly or indirectly onto an adjoining property, street or any watercourse or drain to the satisfaction of the Responsible Authority.**
- 14. All wastewater and liquid are to be contained and treated on site by an approved septic tank system or equivalent. The system must be at least 300 metres from potable water supply. The system must be at least 60 metres from any watercourse and/or dam (non-potable water supply) for primary sewage and 30 metres for secondary sewage, on the subject or neighbouring properties, and must meet the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891. 4 (2016).**
- 15. No buildings or works shall occur over any part of the approved waste disposal system including the septic tank in accordance with the requirements of the Environment Protection Act 1970 and the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891.4 (2016).**

General Conditions:

- 16. The external cladding of the proposed buildings, including the roof, must be constructed of new materials of muted colours to enhance the aesthetic amenity of the area. Material having a highly reflective surface must not be used.**
- 17. The amenity of the area must not be detrimentally affected by the use, through the:**
- (a) Appearance of any building, works or materials.**
 - (b) Transport of materials, goods or commodities to or from the land;**
 - (c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit or oil;**
 - (d) Presence of vermin, and;**
 - (e) Others as appropriate.**

Goulburn Broken Catchment Management Authority

- 18. The finished floor level of the proposed dwelling must be constructed at least 300 millimetres above the 100-year ARI flood level of 162.4 metres AHD, i.e. 162.7 metres AHD, or higher level deemed necessary by the responsible authority.**



- 9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Bushfire Protection Measures:

Water Supply

19. A minimum of 10,000 litres of effective water supply for firefighting purposes must be provided which meets the following requirements:

- **Be stored in an above ground water tank constructed of concrete or metal.**
- **Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosive resistant metal.**
- **Include a separate outlet for occupant use.**
- **Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.**
- **Be located within 60 metres of the outer edge of the approved building.**
- **The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed.**
- **Incorporate a separate ball or gate valve (British Standard Pipe (BSP 65 millimetre) and coupling (64-millimetre CFA 3 thread per inch male fitting).**
- **Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling)**

Access

20. Access for fire-fighting purposes must be provided which meets the following requirements:

- **All weather construction.**
- **A load limit of at least 15 tonnes.**
- **Provide a minimum trafficable width of 3.5 metres**
- **Be clear of encroachments for at least 0.5 metre on each side and at least 4 metres vertically.**
- **Curves must have a minimum inner radius of 10m.**
- **The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.**
- **Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.**

Permit Expiry:

21. This permit will expire if one of the following circumstances applies:

- (a) The development is not started within two (2) years of the date of this Permit,**
- (b) The development is not completed within four (4) years of the date of this Permit.**

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

The Responsible Authority may extend the periods referred to if a request is made in writing:

- *before the permit expires; or*
- *within six months afterwards if the use or development has not yet started; or*
- *within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.*

Planning Notes:

- *This Permit does not authorise the commencement of any building construction works. Before any such development may commence, the Applicant must apply for and obtain appropriate Building approval.*
- *This Permit does not authorise the removal of any native vegetation including for access. Before any such works may commence, the Applicant must apply for and obtain appropriate Planning approval.*
- *This Permit does not authorise the creation of a new access way/crossover. Before any such development may commence, the Applicant must apply for and obtain appropriate approval from Council.*
- *A High Risk Template - Land Capability Assessment must be provided to determine if wastewater can be contained on site before any further comment can be made by the Environmental Health Unit. The land is subject to an inundation overlay (LSIO).*

Goulburn Broken Catchment Management Authority Notes:

- *The Authority's best estimate of the 100-year ARI flood level for the location described above is 162.4 metres AHD, which was established from Euroa Post Flood Mapping and Intelligence Project (2015).*
- *Based on the available ground surface level information, flood depths of up to 0.2 metres at the location of the proposed dwelling are expected during a 100-year ARI (1% AEP) type flood event. Flood depths in the order of 0.2 to 0.9 metres are likely along Wood Road during the same flood event, with the deepest water present where Castle Creek crosses Wood Road. Please note that the 100-year ARI flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 100-year ARI flood, may occur in the future.*

09-20/21 CARRIED



**9.2 Planning Applications Received and Planning Applications Determined
- 1 October to 30 November 2020**

Responsible Officer: Manager Planning and Investment (Acting)

Listings of Planning Applications Received and Planning Applications Determined for the period 1 October to 30 November 2020 – provided for information.

***MOVED: COUNCILLOR BINKS
SECONDED: COUNCILLOR HAYES-BURKE***

That the report be noted.

10-20/21 CARRIED



9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts

Authors: Procurement and Tender Officer & Project Manager

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

As part of the Strathbogie Shire Council's approved budget, the existing netball court facilities at the Nagambie Recreation Reserve (NRR) are to be replaced and upgraded to align with community expectations, event demands and current standards. Tender documentation was prepared for the design and construction of new netball courts and associated works.

Council went to public tender for Contract 19-20-39 Design and Construct of NRR Netball Courts on 28 August 2020.

At tender closing 23 September 2020, four (4) tenders were received. The tender submissions were assessed and evaluated by Council Officers, with the results showing Turf One Pty Ltd as the preferred Tenderer, for a total amount of \$204,500 plus GST.

***MOVED: COUNCILLOR DICKINSON
SECONDED: DEPUTY MAYOR LIKOS***

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract 19-20-39 Design and Construct of Nagambie Recreation Reserve Netball Courts as set out in the confidential appendices attached to this report;***
- 2. Awards the tender to Turf One Pty Ltd for Contract 19-20-39 Design and Construct of Nagambie Recreation Reserve Netball Courts for a total amount of \$204,500.00 (excluding GST);***
- 3. Authorises officers to advise the unsuccessful tenders; and***
- 4. Authorises the Chief Executive Officer to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

11-20/21 CARRIED

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub

Authors: Manager Projects Delivery, Senior Project Officer

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

Provision of a purpose designed Nagambie Active Space Hub is part of Strathbogrie Shire Capital Works Program for the Financial Year 2020-21. The project is proposed at 26 Filson Street, Nagambie, in response to community consultation conducted in recent years across groups in the Shire over Councils Play and Recreation Strategy.

The objective is to provide facilities for “non-traditional” sporting activities, namely skateboarding, basketball and table tennis by developing an underutilised section of the sporting arena to meet this goal.

Through public advertisement in local and national newspapers, Council invited tenders for the Work under Contract No. 20-21-45, between 16/10/2020 and 11/11/2020.

Three tenderers submitted tenders for the Work. These tenders have been assessed and evaluated by Council Officers. Having considered the results of the evaluation, it is recommended that Council awards the lump sum contract to Independent Concrete Constructions Pty Ltd for a total amount of \$566,930 plus GST.

***MOVED: DEPUTY MAYOR LIKOS
SECONDED: COUNCILLOR DICKINSON***

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract 20-21-45 Construction of Nagambie Active Space Hub- Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No 20-21-45 - Construction of Nagambie Active Space Hub - Lump Sum to Independent Concrete Constructions Pty Ltd for a total amount of \$566,930.00 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers; and***
- 4. Authorises the Chief Executive Officer or her delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogrie Shire Council.***

12-20/21 ***CARRIED***



9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program

Authors: Manager Projects Delivery & Manager Infrastructure

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

As part of the Strathbogie Shire Council's approved budget, selected municipal roads require resealing to improve safety, increase life of the roads, lower ongoing costs and decrease maintenance. To implement the resealing program, tender documentation was prepared for public advertisement.

Through public advertisement in local and state newspapers, Council invited tenders for the Work under Contract No. 20/21-54, Roads Reseal Program 2020/21 between 16/11/2020 and 2/12/2020.

Five (5) tenderers submitted tenders for the work. These tender submissions have been assessed and evaluated by Council Officers, and a summary of results is shown in the attached table. Having given consideration to the results of the evaluation, it is recommended that Council awards the lump sum contract to Boral Resources Pty Ltd for a total amount of \$229,745.65 plus GST.

***MOVED: COUNCILLOR MURRAY
SECONDED: COUNCILLOR HAYES-BURKE***

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract No. 20/21-54 Roads Reseal Program 2020/21 – Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No. 20/21-54 Roads Reseal Program 2020/21 – Lump Sum to Boral Resources Pty Ltd for a total amount of \$229,745.65 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers; and***
- 4. Authorises the Chief Executive Officer or her delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

13-20/21 ***CARRIED***



9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program

Manager Projects Delivery, Manager Infrastructure

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

Roads Rehabilitation Program is part of Strathbogie Shire Capital Work Program for the Financial Year 2020-21. The project is required to maintain Council road assets to ensure that Strathbogie Shire region has safe and high quality local roads.

Through public advertisement in local and national newspapers, Council invited tenders for the Work under Contract No. 20-20-55, between 06/11/2020 and 02/12/2020.

Four (4) tenderers submitted tenders for the Work. These tenders have been assessed and evaluated by Council Officers. Having given consideration to the results of the evaluation, it is recommended that Council awards the lump sum contract to GW & BR Crameri Pty Ltd for a total amount of \$595,913.00 plus GST.

***MOVED: COUNCILLOR BINKS
SECONDED: DEPUTY MAYOR LIKOS***

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract No 20-21-55 Roads Rehabilitation Program 2020-21 - Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No 20-21-55 Roads Rehabilitation Program 2020-21 - Lump Sum to GW & BR Crameri Pty Ltd for a total amount of \$595,913.00 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers; and***
- 4. Authorises the Chief Executive Officer or her delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

14-20/21 CARRIED



9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers

Author: Manager of Planning and Investment (Acting)

Responsible Director: Director Community and Planning (Acting)

EXECUTIVE SUMMARY

Council has conducted a competitive process to create what is known as a Panel of Suppliers Agreement for Town Planning and Urban Design Services for an initial three (3) years, commencing 15 January 2021, with two (2) extension options of one (1) year each.

A Panel of Suppliers Arrangement creates a more efficient and competitive process when goods or services under the value of \$50,000 need to be procured. This is because the due diligence around expertise and quality systems has already been undertaken. It also means a maximum schedule of rates has been locked in.

Officers will be required to seek quotes from a minimum of three Panel of Supplier members through a further competitive process as projects arise. Experience tells us that this further competitive process often leads to a reduction in cost from the maximum rates schedule provided when the Panel of Suppliers Arrangement was created.

At the closure of the advertising process, twenty-seven (27) submissions to be considered for inclusion on the Panel were received. These have now been independently assessed and evaluated by a panel of Council Officers, with the results summarised in the table within this report. It is recommended that a Panel of Suppliers Arrangement be issued to eleven (11) suppliers; eight (8) suppliers provided both Town Planning and Urban Design Services whilst one (1) company provided solely Urban Design Services and two (2) solely Town Planning Services.

After further discussion, it is considered prudent to issue documentation with no extension option given the need to ensure best value and maximise competition at the end of this Panel.

This report seeks Council's authorisation to constitute this Panel of Suppliers and authorise the Chief Executive Officer to execute the agreements accordingly.



9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

**MOVED: COUNCILLOR MURRAY
SECONDED: COUNCILLOR BINKS**

That Council:

1. ***Awards Panel of Supplier Arrangement for Town Planning and Urban Design Services, Contract No. 20/21-17, for a schedule of rates based contract for the contract term of three (3) years.***

Town Planning & Urban Design Services

- ***Chris Smith & Associates Pty Ltd,***
- ***Harlock Jackson Pty Ltd,***
- ***SD Strategy and Development Pty Ltd,***
- ***Planit Consulting Pty Ltd,***
- ***Spiire Australia Pty Ltd,***
- ***Tomkinson Group,***
- ***Ricardo Energy Environment and Planning Pty Ltd; and***
- ***Niche Planning Studio Pty Ltd***

Urban Design service:

- ***Taylor & Cullity Pty Ltd***

Town Planning Services;

- ***Planology Pty Ltd***
- ***Currie & Brown (Australia) Pty Ltd***

2. ***Authorises the Chief Executive Officer to execute the Panel of Supplier Arrangements by signing and affixing with the Common Seal of Strathbogie Shire Council; and***
3. ***Notes that the Panel of Supplier Arrangements will commence on 15 January 2021, with a term of three (3) years.***

15-20/21 **CARRIED**



9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers

Author: Manager Digital Innovation and Technology

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council has conducted a competitive process to create what is known as a Panel of Suppliers Agreement for I.T. Consultancy Services for an initial three (3) years, commencing 15 January 2021, with two (2) extension options of one (1) year each.

A Panel of Suppliers Arrangement creates a more efficient and competitive process when goods or services under the value of \$50,000 need to be procured. This is because the due diligence around expertise and quality systems has already been undertaken. It also means a maximum schedule of rates has been locked in.

Officers will be required to seek quotes from a minimum of three Panel of Supplier members through a further competitive process as projects arise. Experience tells us that this further competitive process often leads to a reduction in cost from the rates schedule provided when the Panel of Suppliers Arrangement was created.

At tender closing date 17 June 2020, twenty-seven (27) submissions to be included on the Panel were received. These have now been independently assessed and evaluated by a panel of Council Officers, with the results summarised in the table within this report. It is recommended that a Panel of Suppliers Arrangement be issued to ten (10) suppliers; seven (7) suppliers provided ICT CyberSecurity, ICT Services, ICT Project Management, & ICT Strategy and Policy services, whilst one (1) supplier provided ICT Strategy and Policy, one (1) supplier provided ICT CyberSecurity, ICT Services, & ICT Strategy and Policy, and one (1) supplier provided ICT CyberSecurity, ICT Project Management, & ICT Strategy and Policy.

After further discussion, it is considered prudent to issue documentation with no extension option given the need to ensure best value and maximise competition at the end of this Panel.

This report seeks Council's authorisation to constitute this Panel of Suppliers and authorise the Chief Executive Officer to execute the agreements accordingly.

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

MOVED: DEPUTY MAYOR LIKOS
SECONDED: COUNCILLOR HOURIGAN

That Council:

1. **Awards Panel of Supplier Arrangement for I.T. Consultancy Services, Contract No. 20/21-13, for a schedule of rates based contract for the contract term of three (3) years.**

ICT CyberSecurity, ICT Services, ICT Project Management, & ICT Strategy and Policy

- **CyberSecOn Pty Ltd,**
- **Avec Global Pty Limited,**
- **Dialog Pty Ltd,**
- **Allcom Networks Pty Ltd,**
- **Telstra Corporation Limited,**
- **The IT of Things,**
- **Total Secure**

ICT Strategy and Policy

- **Pario Solutions Group Pty Ltd**

ICT CyberSecurity, ICT Services, & ICT Strategy and Policy

- **Communications Design & Management Pty Ltd**

ICT CyberSecurity, ICT Project Management, & ICT Strategy and Policy

- **TerraFirma Pty Ltd**

2. **Authorises the Chief Executive Officer to execute the Panel of Supplier Arrangements by signing and affixing with the Common Seal of Strathbogie Shire Council; and**
3. **Notes that the Panel of Supplier Arrangements will commence on 15 January 2021, with a term of three (3) years.**

16-20/21 **CARRIED**

**9.9 Council Policy Review
- Procurement Policy**

Author: Procurement and Tender Officer

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council, at its Ordinary Meeting 20 August 2019 adopted the Procurement Policy in its current form.

Sections 186A(1) and 186A(9) of the *Local Government Act 1989* (the Act) requires the Council to prepare, adopt and comply with a Procurement Policy.

Section 186A(9) of the Act also requires Council to review its Procurement Policy every 12 months.

A review of the policy has been undertaken by officers and a number of minor changes to the wording and structure of the policy have been made. There is no change to the overall intent of the policy, however some changes to spend amount purchase processes.

***MOVED: COUNCILLOR HAYES-BURKE
SECONDED: DEPUTY MAYOR LIKOS***

That:

- 1. Council defer the consideration of the draft Procurement Policy to allow Officers to analyse options to increase local content provisions as part of Council's Covid 19 Reset, Reboot and Revitalise Program.***
- 2. A report be prepared for the 19 January 2021 Council meeting with an amended Procurement Policy to strengthen local content provisions.***

17-20/21 CARRIED

9.10 Continuation of the Castle Creek Flood Mitigation Project

Author: Manager Asset Planning

Responsible Director: Acting Director, Community & Planning

EXECUTIVE SUMMARY

In February 2019, Council was successful in obtaining grant funding for the Castle Creek Flood Mitigation Project.

This project focused on the development of a new floodplain management plan for Euroa and mitigation projects, to examine the effect of an historical informal levee identified as restricting overland flows across the floodplain and the construction of additional spur levees to protect houses still exposed to flooding.

The activities undertaken within this project are: -

- Castle Creek Survey for monitoring of stream profile including levee bank (completed)
- Flood Plain Management Plan (due early December 2020)
- House Protection Levee (under tender evaluation CN 20/21-14)

The preferred tenders' price is in the order of \$74,000 above the current remaining budget for the works.

***MOVED: COUNCILLOR HOURIGAN
SECONDED: COUNCILLOR MURRAY***

That Council:

- 1. Agree that the House Protection Levee activity is to be completed under this grant funding.***
- 2. Negotiate with the preferred tenderer to identify cost savings for this project in an effort to undertake the required work within the current budget allocation and in this financial year.***
- 3. If substantial savings cannot be achieved without undermining the intended outcomes, to allocate the required expenditure within the 2021/2022 Council Budget to complete the works.***

18-20/21

CARRIED



**9.11 2017-2021 Shire of Strathbogie Council Plan (2020 Review)
- First Quarter Report ~ 1 July to 30 September 2020**

Responsible Director: Chief Executive Officer

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 2020. The Key Strategies of the Plan have been reviewed and progress updated, and details provided for the first quarter period; July to September 2020.

The 2020 Review of the 2017-2021 Shire of Strathbogie Council Plan has, in summary:

➤ Five (5) Goals, Twenty-one (21) Strategies and Eighty (80) Actions, comprising-

- *Goal 1 - To enhance community health and wellbeing*
 - *4 Strategies → 23 Actions*
- *Goal 2 - To sustainably manage our natural and built environment*
 - *5 Strategies → 16 Actions*
- *Goal 3 - To provide quality infrastructure*
 - *2 Strategies → 13 Actions*
- *Goal 4 - To support and deliver economic development*
 - *5 Strategies → 13 Actions*
- *Goal 5 - To be a high performing Shire*
 - *5 Strategies → 15 Actions*

All Actions are due for completion by 30 June 2021. As at 30 September 2020, ten (10) actions have been completed.

***MOVED: COUNCILLOR HOURIGAN
SECONDED: COUNCILLOR BINKS***

That Council note the report for the July to September 2020 quarter following the 2020 review of the 2017-2021 Council Plan.

19-20/21 CARRIED

9.12 Financial Report to 30 September 2020

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

The appended September Financial Report compares YTD Budget to Actual September 2020.

The report contains the Operational Performance, Income Statement, Balance Sheet, Cash Flow Statement, and capital performance and other financial data in graphical format.

In relation to the current year, the operating surplus for the three months period ending 30 September was \$17,623,489.

As at 30 September 2020, total capital works was \$677,722, not including committed works.

MOVED: DEPUTY MAYOR LIKOS
SECONDED: COUNCILLOR HAYES-BURKE

That the Financial Report for the three months ended 30 September 2020 be noted.

20-20/21 ***CARRIED***



9.13 Emergency Management Planning Reforms

Author: Emergency Management Officer

Responsible Director: Director, Corporate Operations

EXECUTIVE SUMMARY

Emergency Management Victoria (EMV) have taken the lead in reforming a coordinated framework for emergency management planning arrangements at the state, regional and municipal levels.

The reforms aim to establish an integrated, comprehensive and coordinated framework for emergency management planning.

At a municipal level, the amendments which take place from 1 December 2020, require the establishment of a new Municipal Emergency Management Planning Committee (MEMPC) and the appointment of Council officers to the positions of Municipal Emergency Management Officer (MEMO) and Municipal Recovery Manager (MRM).

Whilst Council has a role in the establishment of the new MEMPC and support for emergency planning for the municipality, the MEMPC is not a committee of the Council and the MEMPC reports directly to the Hume Regional Emergency Planning Committee (Hume REMPC).

The reforms place responsibilities for the development of the Municipal Emergency Management Plan (MEMP) onto the MEMPC and the MEMPC are responsible for completing a self-assurance assessment on the MEMP and sub-plans and submit them to the Hume REMPC for approval.

**MOVED: COUNCILLOR MURRAY
SECONDED: DEPUTY MAYOR LIKOS**

That Council:

- 1. Authorises the Chief Executive Officer (CEO) to facilitate the establishment of the MEMPC in accordance with the provisions of s68 of the Emergency Management Legislation Amendment Act 2018 (which inserts a new 'Part 6-Municipal Emergency Management Planning Committees' into the Emergency Management Act 2013 on 1 December 2020);***
- 2. Notes that, under the MEMPC Terms of Reference provided and the Emergency Management Legislation Amendment Act 2018 (which inserts s59 and 59F into the Emergency Management Act 2013 on 1 December 2020), Council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council;***

9.13 Emergency Management Planning Reforms (cont.)

3. ***Appoints the Co-ordinator Roads and Parks Maintenance, Brian Doyle as the Municipal Emergency Management officer (MEMO) under section 59G of the Emergency Management Legislation Amendment Act 2018;***
4. ***Appoints the Director Corporate Operations, David Roff, and Manager Operations, Daniel Haysom, as deputy Municipal Emergency Management Officers under section 59G of the Emergency Management Legislation Amendment Act 2018;***
5. ***Appoints the Technical Officer Operations, E'vette Burrows as the Municipal Recovery Manager under section 59H of the Emergency Management Legislation Act 2018; and***
6. ***Appoints the Environmental Health Officer, Barbara Bielecki, as the deputy Municipal Recovery Manager under section 59H of the Emergency Management Legislation Act 2018.***

21-20/21

CARRIED



9.14 Tourism Arts and Culture Advisory Group
Minutes of the Meetings held in July, August and September 2020

Manager Tourism, Arts and Culture

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Attached are the minutes of the Tourism, Arts and Culture Advisory Group for the meetings held to date in 2020 – Thursday 6 February and Thursday 25 June 2020.

MOVED: COUNCILLOR DICKINSON
SECONDED: COUNCILLOR HOURIGAN

That Council notes the minutes of the Tourism, Arts and Culture Advisory Groups meetings held on Thursday 23 July, Thursday 20 August and Thursday 17 September 2020.

22-20/21 CARRIED



9.15 Adoption of the Terms of Reference for the Greening Euroa Project Steering Committee

Author: Environment and Waste Coordinator

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

At its meeting on 21 April 2020, the Council resolved to form a Project Steering Committee for the Greening Euroa Project. This joint project is investigating the viability of delivering recycled water from the Euroa Wastewater Treatment Plant on Euroa Tip Road to various sporting grounds, schools and the Arboretum to they remain green during drought.

The key aim of the Greening Euroa Project (the Project) is to extend Euroa's water security and enable our outdoor sporting and recreation venues to continue as usable, vibrant social hubs.

This Committee is formed of representatives from:

- a) Strathbogie Shire Council - 1 Councillor (Cr Hayes-Burke) and 1 staff member
- b) Goulburn Valley Water
- c) Goulburn Broken Catchment Management Authority
- d) Euroa Secondary College
- e) St Johns Primary School
- f) Euroa Arboretum
- g) Sporting Fields Precinct – Three representatives

This report recommends that Council adopt the Terms of Reference.

***MOVED: COUNCILLOR HAYES-BURKE
SECONDED: COUNCILLOR MURRAY***

That Council adopt the Terms of Reference for the Greening Euroa Project Steering Committee.

23-20/21 ***CARRIED***



9.16 Endorsement of the Strathbogie Shire Council Annual Report 2019/2020

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Annual Report is a requirement under the Section 131 of the Local Government Act 1989. A copy of this report must be provided to the Minister for Local Government within three months of the end of the financial year and the Council must then consider the report at a meeting of the Council within one month of its provision to the Minister. Due to COVID-19 the legislative submission deadline was extended to 30 November for councils to submit annual reports. Strathbogie Shire Council's Annual Report was submitted to the Minister for Local Government on the due date.

The Annual Report provides a comprehensive account of Council's performance over the 12-month period. The report details Council's key achievements and demonstrates our commitment to transparency, accountability and good governance. Council has prepared a detailed account of its financial and operational performance for the 12-month period ending 30 June 2019 as required under the Local Government Act.

***MOVED: COUNCILLOR HOURIGAN
SECONDED: COUNCILLOR MURRAY***

That Council endorse the Strathbogie Shire Council Annual Report 2019/2020 for the year ended 30 June 2020, including the Financial Statements and Performance Statements, as certified by the Auditor General.

24-20/21 CARRIED



9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients

6.46 p.m.

Cr Hourigan left the meeting due to stating a general conflict of interest in this matter.

Author: Manager Tourism, Arts and Culture

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Australia Day Events are held within the municipality each year by community groups for Avenel, Euroa, Longwood, Nagambie, Strathbogrie (Tablelands) and Violet Town.

Our community Australia Day Events are supported by Council in the following ways:

- Advertising and distribution of award nominations;
- Coordination and coordination of nominations for awards by officers;
- Selection of Shire-wide award recipients by Councillors;
- Assistance and approval of Event Management Plans by officers;
- Coordination of official Australia Day Ambassadors from the Australia Day Council; and
- Allocation of funding to each township's Australia Day Committee from the annual adopted budget.

Nominees are called for and local community award recipients are selected by each town's Australia Day committee. It is Council's role to select the Shire-wide Award recipients for each category from the list of local community award recipients provided by each committee.

In 2021 the Shire-wide award recipients will be presented at their relevant town award ceremony.

The Mayor addressed the meeting and advised that, due to the naming of either individuals and/or organisations in this report, the meeting would need to be closed to the public during these considerations/determinations.

Motion to Close the Meeting to the Public for the consideration of Australia Day Nominations

- 1. Classify the consideration of the appendices to determine Australia Day Award recipients as being confidential information in accordance with section 125 of the Local Government Act 2020 and close this section of the meeting to the public under section 66(2)(a) of that same act.**
- 2. Apply the definition under section 3(f) of the Local Government Act 2020 relating to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs, as Council wishes to keep the names of the award recipients confidential until they are announced on Australia Day.**
- 3. To move into an in camera part of the meeting and cease public broadcasting for the duration of the consideration of this item.**

9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients (cont.)

**MOVED: COUNCILLOR MURRAY
SECONDED: DEPUTY MAYOR LIKOS**

25-20/21 **CARRIED**

**MOVED: COUNCILLOR MURRAY
SECONDED: COUNCILLOR HAYES-BURKE**

That following the determination of Item 9.17, the meeting be re-opened to the public in accordance with section 125 of the Local Government Act 2020 and that public broadcast of the meeting recommence immediately.

27-20/21 **CARRIED**

**MOVED: COUNCILLOR MURRAY
SECONDED: COUNCILLOR BINKS**

That Council confirm the decision in relation to item 9.17 2021 Australia Day Awards – determination of the shire-wide award recipients made IN CAMERA.

28-20/21 **CARRIED**

6.52 p.m.

Cr Hourigan returned to the meeting.



9.18 RE3 COVID Response Community Grant Program – Application Assessments

6.54 p.m.

Cr Murray left the meeting due to stating a general conflict of interest in this matter.

Authors: Community Development Officer, Manager Tourism, Arts and Culture
Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

Strathbogie Shire Council recognises that the COVID-19 pandemic and related government restrictions, has had a specific and potential long-term impact on our community. This year our Community Grants focus was solely on assisting community groups with their response to COVID-19. These grants form part of our RE3 campaign which encourages us all to reset, reboot and revitalise.

The intent of the RE3 Community Grants is to support creative initiatives that increase social connection, reduce isolation and improve physical and mental health during these difficult times, as well as assisting organisations to address the impacts of Covid-19 and put in place COVIDsafe operating practices as we move towards COVID normal practice.

Total budget allocation for the RE3 COVID Response Community Grants program for 2020-21 is \$85,000, with a recommendation to expend funding for community applications totalling \$58,012. This leaves an underspend of allocated grant funding of \$26,988 which officers are proposing is to be used for a Round 2 grant process.

***MOVED: DEPUTY MAYOR LIKOS
SECONDED: COUNCILLOR DICKINSON***

That Council:

- 1. Award funding to 18 applicants as specified in the “Recommended Amount to Fund” column in the 2020-21 RE3 Community Grant Program – Summary of Applications attached to this report.
Total sum of \$58,012.***
- 2. Approve the allocation of \$8000 to our Shire’s eight action groups to cover incidental costs – this funding will be provided from the budgeted allocation of Community Action Group funding***
- 3. Approve the opening of a Round 2 of the 2020-2021 RE3 Community Grant Program to expend the remaining amount of \$26,988 remaining from the budgeted funding allocation and expanding the existing guidelines to include small infrastructure projects.***

29-20/21 CARRIED

6.59 p.m.

Cr Murray returned to the meeting.

9.19 2020/2021 Council Christmas/New Year Closures

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Council Offices in Binney Street Euroa and Operations Centres at Euroa and Nagambie close over the Christmas and New Year period each year, with the length of closure varying slightly, depending on when each public holiday falls.

This year, Christmas Day falls on a Friday and therefore it is proposed that the office closes from 3.00 pm Thursday 24 December 2020 and reopens at 8.45 am, Monday 4 January 2021. This length of closure is consistent with previous years and has been widely accepted by staff and the community.

It is important to note that this closure relates mainly to Council administration, and many of Councils services will remain available during this time. Directors and Executive Managers will make appropriate staffing arrangements to ensure that Ranger, water patrols for Lake Nagambie, after hours and emergency response services and essential services and programs required to operate during this period continue to do so without interruption.

***MOVED: COUNCILLOR HAYES-BURKE
SECONDED: COUNCILLOR BINKS***

That:

- 1. Council endorse the proposed closure of Council offices at 3.00 p.m. on Thursday 24 December 2020 and reopen at 8.45 a.m. on Monday 4 January 2021; and***
- 2. The closure be publicized by way of public notices in locally circulating publications, on the Shire's website, social media and notices at the Euroa and Nagambie Customer Service Centres.***

30-20/21 CARRIED



9.20 **Business Management System**

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

- Building Department – October and November 2020 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - October and November 2020
- Customer Enquiry Analysis Report – Reports for October and November 2020
- Waste Management Reporting ~ Year to Date - October and November 2020
- Actioning of Council Reports Resolutions – Council Meeting 20 October 2020
- Outstanding Actions of Council Resolutions to 30 November 2020
- Review of Council Policies and Adoption of new Policies – October / November 2020
- Records of Council Briefings / Meetings
- 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 HAYES-BURKE
SECONDED: COUNCILLOR MURRAY***

That the report be noted.

31-20/21 CARRIED



10. NOTICES OF MOTION

Nil.

11. NOTICES OF RESCISSION

Nil.

12. URGENT BUSINESS

Nil.

13. CONFIDENTIAL BUSINESS

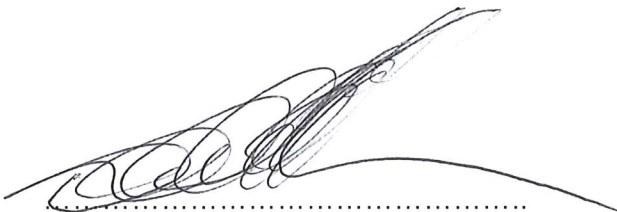
No further matters.

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 19 January 2021 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.03 P.M.

Confirmed as being a true and accurate record of the Meeting



Chair

19/1/21
Date

