



STRATHBOGIE SHIRE COUNCIL

**MINUTES/DECISIONS OF A MEETING OF THE STRATHBOGIE SHIRE COUNCIL
HELD ON TUESDAY 14 DECEMBER 2021, AT THE EUROA COMMUNITY
CONFERENCE CENTRE, COMMENCING AT 6.00 P.M.**

Chair:	Laura Binks (Mayor)	<i>(Mount Wombat Ward)</i>
Councillors:	David Andrews	<i>(Lake Nagambie Ward)</i>
	Reg Dickinson	<i>(Lake Nagambie Ward)</i>
	Sally Hayes-Burke	<i>(Seven Creeks Ward)</i>
	Kristy Hourigan	<i>(Seven Creeks Ward)</i>
	Paul Murray	<i>(Hughes Creek Ward)</i>
	Chris Raeburn	<i>(Honeysuckle Creek Ward)</i>
Municipal Monitor:	Janet Dore	
Officers:	Julie Salomon	Chief Executive Officer (CEO)
	David Roff	Director, Corporate Operations (DCO)
	Amanda Tingay	Director, Community and Planning (DCP)
	Dawn Bray	Director, People and Performance (DPP)
	Kristin Favaloro	Executive Manager, Communications and Engagement (EMCE)

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1. Welcome

2. Acknowledgement of Traditional Land Owners

We acknowledge the Traditional Custodians of the places we live, work and play.

We recognise and respect the enduring relationship they have with their lands and waters, and we pay respects to the Elders past, present and emerging.

Today we are meeting on the lands of the Taungurung peoples of the Eastern Kulin nation, whose sovereignty here has never been ceded.

3. Apologies / Leave of Absence

Nil

4. Disclosure of Conflicts of Interest

Councillor Binks declared a material interest under Clause 128 of the Local Government Act 2020 in Item 9.5.1 (Councillor Conference and Training Expense Requests) being the applicant of the matter under consideration.

5. Confirmation of Minutes of Previous Meetings

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

1. That the Minutes of the Annual Statutory meeting held on Tuesday 16 November 2021 be confirmed.

2. That the Minutes of the Council meeting held on Tuesday 16 November 2021 be confirmed.

15-21/22 CARRIED

6. Petitions

Nil

7. Reports of Mayor and Councillors and Delegates

Cr Murray

Avenel Active Meetings

Avenel Twilight Market

Eddie Perfect Event

'Get me to the Shops' program – 42 trips so far this year

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7. Reports of Mayor and Councillors and Delegates (cont.)

Cr Hayes-Burke

As per Recommendation 2 of a report presented to Council on Tuesday 18 May 2021 –

2. *Receive a written report from Councillor Sally Hayes-Burke upon completion of the upon the completion of the program as required by section 17.2 of the Council Expenses Policy identifying the key issues discussed, issues of relevance to the Shire and the community benefit gained by the completion of the course..*

the following report has been provided by Councillor Sally Hayes-Burke.

Councillor Sally Hayes-Burke - Professional Development Report

Report to Council on the benefits of the Ruth McGowan coaching sessions

My intention going into the group coaching program with Ruth McGowan was to educate and immerse myself in learning to be the best possible councillor for my constituency. Through the group coaching and mentorship of Ruth McGowan I have learnt some key lessons which have supported me significantly in being professional and adapting to the leadership role of councillor. I had 8 group coaching sessions over 8 months with Ruth.

Ruth is very experienced in the government sector having been a Mayor and subsequently coach for many Mayors, CEOs and government organisational leaders.

Early in the program I was able to clarify my purpose as a councillor and understand the role and demands of a councillor, while also setting goals for my community.

Having never been in politics before I was taught skills in political intelligence and strategic networking which are a critical part of politics at all levels of government. I now understand the importance of building positive political skills rather than negative 'game-playing'.

The coaching had a strong focus on good governance, which means transparency in decision making. I analysed the 2016 Victorian Ombudsman's report on this topic. I now have an appreciation for the recommendations around topics such Notices of Motion, committee members, managing the risks of unseen influences, when to close meetings (or not) and avoiding secrecy. Several of the recommendations were picked up in the new Local Government Act.

I was given many helpful tools that assisted me in dealing with difficult matters within the community and managing complaints while always ensuring that the community is getting the information they need. I was given guidance on how to speak publicly and engage with my constituents and fellow councillors. I am better able to pitch my ideas to my fellow councillors and think at a strategic level. I have learnt how to build positive relationships with key stakeholders.

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7. Reports of Mayor and Councillors and Delegates (cont.)

I was educated about the significance of 0% rate rises through the 2020 FinPro report by Local Government Finance Professionals and understand how the long-term financial impacts of such a decision are substantial.

Through these coaching sessions I gained a lot of confidence to help me practice good governance, undertake due diligence in my role as councillor, make decisions for the benefit of the municipality and work to the best of my ability for the community.

Through the coaching I built a trusted network of councillors throughout the State who I can learn from and bounce ideas off. The role of Councillor can be somewhat isolating so having these relationships has proven to be extremely advantageous as I navigated my way through my first year as councillor. I also have Ruth as a mentor who continues to impart her wisdom and expertise should I call on it.

Ruth nurtures a culture of respectful and inclusive behaviour which it what allowed me to see the need for the introduction of a Charter of Mutual Respect in our Shire and it has now been successfully implemented.

The outcome of this coaching is a councillor who is effectively supported to grow as a more effective community leader and communicator. The resulting transformation has flow-on effects to the council organisation and community. Research has found organisations that employ coaches for executive leaders have a considerable return on investment of at least 7:1.

Cr Hayes-Burke

ARTC issue – reassured community that Council's formal position is to get behind the community's preference, which has been made loud and clear for the crossing to be an underpass. Council looks forward to working with ARTC on the next steps to achieve the community's wishes

Mayor

Reminded the community of the following projects that Council is seeking feedback on –

- Draft Streetscape Plans
- Pitch My Project

Also provided an overview on the following events -

- Summer Splash Series
- Skatepark Leagues
- Scouts Jamboree
- GoTAFE Bus

Also conveyed best wishes to communities in the Shire for a happy and safe holiday period.

7. Reports of Mayor and Councillors and Delegates (cont.)

Mayor

As per Recommendation 2 of a report presented to Council on Tuesday 18 May 2021 –

2. *Receive a written report from Cr Laura Binks upon the completion of the Mastery of Business and Empathy as required by section 17.2 of the Council Expenses Policy identifying the key issues discussed, issues of relevance to the Shire and the community benefit gained by the completion of the course.*

the following report has been provided by Councillor Laura Binks.

Councillor Laura Binks - Professional Development Report

Mastery of Business and Empathy - Small Giants Academy 2021

In January of 2021 I was one of 30 people accepted into the Small Giants Academy inaugural leadership course, the Mastery of Business and Empathy (MBE).

Councillor Laura Binks - Professional Development Report (cont.)

Developed in Australia in partnership with global champions across disciplines, the MBE reinvents and extends the traditional MBA. The program equips leaders with a renewed and regenerative understanding of leadership, including the tools, strategies and philosophies to successfully lead a purposeful organisation and chart a hopeful, galvanising vision for the future. The MBE is a transformative opportunity to delve into our inner lives, to learn regenerative leadership practices, and to develop life-long connections.

Whilst not an accredited course, the curriculum offered, the facilitators guiding the learning, the guest faculty presenting specialised sessions, the community of fellow students and our commitment to peer to peer learning far exceeded all my educational expectations. At times, working outside the status quo is required to truly be able to explore bold new ideas, test theories of change and chart a hopeful new course. The Mastery of Business and Empathy is that space, working beyond the confines of accreditation.

For the past 10 months I have spent Thursday evenings online in the MBE virtual classroom joined by a diverse cohort including people from the fields of medicine, science, art, health, finance, energy, technology, agriculture, education, environment, law, horticulture, spirituality, social work, no-for-profit and corporate, with me flying the local government flag.

The overall learning intention for the year was 'together, we lead with strong minds, open hearts and ready hands, in service of the Next Economy.' A three day immersive session, the Prologue, opened the year where we explored how each of us as leaders in our fields would form a community over the coming 10 months and work towards actualising our vision of the good society.

LB

7. Reports of Mayor and Councillors and Delegates (cont.)

We moved then into the first five modules, each running for four to five weeks. We began by understanding Our Context and how we have arrived where we are before delving into Leadership and Theories Of Change. With our minds stretching into new ways of leading, we studied Decision Making and Strategy, Governance and our fifth module, Operations.

The middle of the year provided another three day immersive weekend where we reflected on what we had learnt to date, and how we have and continue to grow as humans with spirits, hearts and curious minds. After this re-centering and reflective Interlude, we unpacked Community, People and Culture, got deep into the business of Finance and finished the year with Storytelling and Communications.

Of the 50 guest faculty who joined us throughout the year, I continue to circle back to the teachings of Kate Raworth, Renegade Economist, England; Gayle Hardie, Co-founder, Global Leadership Foundation, Australia; Hugh Mackay, Social Psychologist and Author, Australia; Dr Julia Kim, Program Director, Gross National Happiness Centre, Bhutan; Rangimarie Price, Director, The Connective, New Zealand; Dr Jane Goodall DBE, Founder, The Jane Goodall Institute, Ethologist, UN Messenger of Peace, England; Dane O'Shanassy, Country Director, Patagonia, Australia; Catherine Ingram, Author and President, Living Dharma, Australia; Vandana Shiva, Physicist, Author, Philosopher and Activist, India; Sahish Kumar, Founder, Schumacher College, England.

My year studying the MBE has built my confidence to lead and be of service to the municipality of Strathbogie Shire. My growth during the year, supported by the course facilitators and fellow students, was instrumental in accepting the nomination to the role of Mayor.

Dr Jane Goodall told us "What you do in your life makes a difference. You get to choose what kind of difference you wish to make."

I choose to be of service to humanity and planet earth. I choose to do so with love in my heart, a curious mind and ready hands.

I look forward to bringing my learnings to Strathbogie Shire and to my year ahead as Mayor.



8. Public Question Time

Public Question Time is conducted as per Rule 31 of Strathbogie Shire Council's Governance Rules.

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.

Council Ref: PD: 26/2021

The item pertains to a request by a Councillor who has exhausted their annual training allocation, to be provided with additional funding.

My question is:

How can the requested additional expenditure of ratepayers' money be recommended or justified?

Reasoning is:

Conference is an Annual event. (Could attend in 2023). Duration (1 day), timeline (9-5) and location (St Kilda) means travel could be done on the same day. (Approx. 2 hour drive, removes accommodation costs and reduces other listed expenditures).

Management of the conference subject is addressed in Strathbogie Inclusive Communities Plan.

Officer Response

The Local Government Act 2020 sets a high standard for Councillor knowledge and skills. It also broadens the roles and functions of the Mayor and Deputy Mayor. In recognition of the growing complexity of the role, the Act requires Council to adopt a Council Expenses Policy that sets out how the administration will adequately resource Councillors in successfully undertaking their roles. Part of this is ensuring that Councillors are able to access learning and development opportunities.

Our Council Expenses Policy aims for maxim public transparency and accountability around the reporting of Councillor related expenses. Expenses are reported to the Audit and Risk Committee and also the community through quarterly reports and the Annual Report.

The policy outlines a legitimate process to request additional funds over and above an annual allocation of \$1500 through a Council resolution made at a public meeting.

Councillors are required to report back to the Council and the community about the learnings and community benefit gained from the allocation of additional funds.

Council Ref: P&CW: 27/2021

Given that there has been a decision made on Benalla we are wondering why no decision has been announced for Euroa?

We understand community opinion is strongly in favour of an Underpass and it seems the ARTC survey has overwhelmingly confirmed this. Council has said they will back the community voice; what does this mean and how is Council demonstrating this?

8. Public Question Time (cont.)

The Community has waited a very long time for the opportunity to rectify the design mistakes of the past - what steps will Council take to ensure the community gets the very best Rail Precinct and not the cheapest and easiest option?

Officer Response

When the ARTC released two draft designs options to replace the Anderson Street Bridge in Euroa, Council's message was clear. We asked the community to share their views, share them loudly and share them on repeat.

It is clear this has happened.

The Euroa community is strong and passionate about this issue.

We all want the best solution for the Euroa Railway Precinct because it has a significant impact on our town's future.

Council's commitment to this project has not changed.

We will continue to advocate strongly to ensure the decision makers – that's the ARTC, Department of Transport and ultimately the Minister - hear and listen to our community's view.

We believe very strongly the community's preference should be the solution implemented by the ARTC.

Council Ref: DR: 28/2021

Noting the Planning Minister's recent decision to revoke the planning permit issued by Council in 2020 to allow the removal of 51 large trees as part of the Elloura Estate Lifestyle Village at Nagambie and the strong community concern about the impacts of this tree-clearing proposal on local biodiversity and landscape values, my question is:

How does Council propose to respond to the community concerns about ongoing tree clearing at this location and other sites and develop a more inclusive and proactive planning approach to protecting these important natural assets across the shire?

Officer Response

Council officers will continue to work with planning permit applicants, DEWLP and the community to ensure the removal of native vegetation can be avoided wherever possible in all new developments. Officers work closely with applicants prior to the submission of planning permit applications to ensure that designs can be modified, wherever possible, to prevent any native vegetation removal. Officers will explore opportunities to highlight the value of this vegetation within new open space areas within the Municipality and within the existing landscape. Where native vegetation removal cannot be avoided officers ensure that any removal is to the minimum extent necessary and that the appropriate offsets for native vegetation removal are provided.

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8. Public Question Time (cont.)

Council Ref: TM: 29/2021

1. Page 4 Euroa Gazette December 8th.
Blue column which is community information hard to read. The jobs and tenders are advertised in other papers, in black and white, authorised by CEO.
2. Euroa Anderson Street Bridge, ARTC
Why not look at third option.
I ask for time to explain to Council at another time.

Officer Response

1. *Our community column is part of our commitment to improving our communications and engagement.*

We have made the move to a weekly column in the Euroa Gazette, rather than public notices because we wanted to provide a one-stop-shop for our community to seek information.

It's on the same page every week, and all of the information is in one place. Our goal was to make it as easy as possible for our community to gather Council news and information.

The advert appears in the same format in the Nagambie Community Voice. We're using these publications as they are the newspapers situated within our municipality.

Adverts for tenders and jobs do often appear in other newspapers – such as the Shepparton News, Seymour Telegraph and The Age. This is because we don't have a regular column in these publications outside our Shire boundaries.

In the lead up to Christmas we're trying to squeeze as much information as possible into this column. However, we take your feedback on readability on board and will investigate ways to make this clearer.

2. *I understand you are not seeking an answer to this now. But I ask you please first raise this with the ARTC, who is the manager of this project. The two viable options that ARTC consulted on were based on the feedback from the community.*

9. Officer Reports
 - 9.1 Strategic and Statutory
 - 9.2 Community
 - 9.3 Infrastructure
 - 9.4 Corporate
 - 9.5 Governance and Customer Service
 - 9.6 Executive

10. Notices of Motion

11. Notices of Rescission

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12. Urgent Business
13. Confidential Business

NEXT MEETING

An Extraordinary Meeting of Strathbogie Shire Council is scheduled to be held on Tuesday 1 February 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

The next monthly Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 15 February 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

Please note: there will not be a monthly meeting held in January 2022.



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9. OFFICER REPORTS

9.1 STRATEGIC AND STATUTORY PLANNING

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666

Author: Town Planner

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

- The proposal is for the use and development of a residential village at 40 Brock Street in Euroa.
- The application was advertised initially with eight (8) objections being received. A subsequent revision to the proposal was readvertised, with three (3) of the objections being withdrawn, leaving five (5) objections standing. Further detail is contained within this report.
- The application has not been assessed within the sixty-day statutory timeframe due to a number of matters including objections that required assessing, further information from referral authorities that required responses and all this during the constraints of Covid.
- The revised proposal meets the objectives of the Planning Policy Framework, Local Planning Policy Framework, the General Residential Zone Schedule 1 Zone and the Land Subject to Inundation Overlay.
- It is recommended that Council resolve to issue a Notice of Decision to Grant a Planning Permit in accordance with the Officer's recommendation.

One submitter to the application addressed the meeting

MOVED: COUNCILLOR HAYES-BURKE

SECONDED: COUNCILLOR HOURIGAN

Amended Motion

That Council -

1. ***Resolve to issue a Notice of Decision to Grant a Permit in accordance with the Officer's recommendation as detailed in the Delegate Report subject to amended conditions relating to:***
 - a. ***Provision of stormwater retention tanks within the development to allow capture and release of stormwater;***
 - b. ***Provision for a footpath along Brock Street frontage of the land to link to the existing Brock Street footpath network to be constructed in accordance with the Infrastructure Design Manual standards; and***
 - c. ***Request that officers undertake discussions with the Applicant regarding the potential to incorporate Environmentally Sustainable Design Techniques including but not limited to colour schemes, recycled materials and rooftop solar.***

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9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

2. Note the Delegate Report, including the following conditions.

Endorsed Plans and Permit:

- 1. The use and development must be carried out in accordance with the endorsed plans and permit and must not be altered without the prior written consent of the Responsible Authority.**

General Amenity Provision:

- 2. The use and development must be managed so that the amenity of the area or locality, in the opinion of the Responsible Authority, is not detrimentally affected, through the:**
 - a) transport of materials, goods or commodities to or from the land;**
 - b) appearance of any building, works or materials;**
 - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; and**
 - d) presence of vermin.**

Neat and Tidy Site:

- 3. The subject land must be kept neat and tidy at all times and its appearance must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality.**

Garbage Storage and Management:

- 4. Provision must be made on site for the storage of garbage bins and this area must be screened from the public view to the satisfaction of the Responsible Authority and must not be used for any other purpose. Garbage bins for collection must be placed in the allocated areas as follows –**
 - Campbell Street 16 bins**
 - Brock Street 18 bins**
 - McKenna Street 21 bins**
 - Hinton Street 21 bins**

The bins must be removed as soon as practicable after pick up/emptying and returned to the designated areas on site.

Landscaping Plan:

- 5. Prior to the commencement of works, a Landscape Plan for the subject land must be submitted to and approved by the Responsible Authority. An endorsed copy of the plan must form part of this permit. The submitted plan must;**
 - a) provide a screen of plantings on and around the boundaries between the use on site and surrounding uses (see the boundary fencing requirement);**
 - b) provide plantings throughout the site for aesthetic and cooling purposes;**
 - c) show the internal public areas including all furniture proposed including barbecue areas and walking/bike paths;**

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

- d) *show the fencing for the perimeter of the site that includes a range of fencing styles allowing landscaping at points so as not to create a solid view of the same fencing for more than 40 metre intervals along all boundaries;*
- e) *show details of the entrance points regarding landscaping, signage, walls/fencing;*
- f) *include any communal bin storage area on site, with screening;*
- g) *show the post boxes if proposed within the site entrance;*
- h) *all proposed internal lighting detailing style and layout;*
- i) *include the use of indigenous/locally sourced native species (or alternatively where appropriate specify, predominate use of indigenous/native species) in new plantings;*
- j) *where exotic species are proposed, provide justification for use instead of native species;*
- k) *include a schedule of all proposed trees, shrubs and ground cover, which will include the location, number and size at maturity of all plants, the botanical names of such plants and the location of all areas to be covered by grass, lawn or other surface materials as specified;*
- l) *the method of preparing, draining, watering and maintaining the landscaped area;*
- m) *the weed management program.*

Completion of Landscaping:

- 6. *Prior to the commencement of the use of the site, or as approved in writing with the Responsible Authority, the landscaping works as shown on the endorsed plan/s, must be carried out and completed to the satisfaction of the Responsible Authority.*

Maintenance of Landscaping on Council's Road Reserves:

- 7. *Maintenance of any vegetation on Council's road reserve must be for a minimum of two years including two summer periods from the date of Acceptance of Works by Council or until the owner/permit holder can demonstrate the planting have been established to the satisfaction of the Responsible Authority. Any dead, dying or diseased vegetation are to be replaced within this period.*

Landscaping Maintenance:

- 8. *The landscaping on the endorsed plans must be maintained to the satisfaction of the Responsible Authority including that any dead, diseased or damaged plants are to be replaced.*

Protection of Trees to be Retained:

- 9. *During construction all trees to be retained must be protected by fencing around the radius of the Tree Protection Zone and no storage, dumping, equipment including vehicles is to encroach into the Tree Protection Zone, which must stay in place until all construction is completed on site.*

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9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

10. Prior to the commencement of works on site, the permit holder must advise all persons undertaking works and development (including removal and management of native vegetation) on site of all relevant permit conditions and statutory requirements or approvals.

Native Vegetation Removal:

11. The native vegetation permitted to be removed, destroyed or lopped under this permit is 0.179 hectares of native vegetation, which is comprised of:

a) 0 large tree(s).

Offsets to be secured:

12. To offset the removal of 0.179 hectares of native vegetation, the permit holder must secure the following native vegetation offset in accordance with Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017):

a) A general offset of 0.033 general habitat units:

i) Goulburn Broken Catchment Management Authority (CMA) or Strathbogie Shire Council vicinity; and

ii) with a minimum strategic biodiversity value of at least 0.176.


Provide evidence of offsets:

13. Before any native vegetation is removed, evidence that the required offset has been secured must be provided to the satisfaction of the Responsible Authority. This evidence must be one or both of the following:

a) an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10-year management actions and ongoing management of the site, or

b) credit extract(s) allocated to the permit from the Native Vegetation Credit Register.

A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit. Within 30 days of endorsement of the offset evidence, a copy of the endorsed offset evidence must be provided to Planning Approvals at the Department of Environment, Land, Water and Planning.



9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

Where the offset includes a first party offset(s), the permit holder must provide an annual offset site report to the responsible authority by the anniversary date of the execution of the offset security agreement, for a period of 10 consecutive years. After the tenth year, the landowner must provide a report at the reasonable request of a statutory authority.

Environmentally Sustainable Design

14. The development should provide for where possible and within reason, the incorporation of Environmentally Sustainable Design principles including but not limited to colour schemes, recycled materials, roof top solar and the like.

Engineering:

Construction Management Plan

15. Prior to the commencement of the development, including demolition and excavation, a Construction Management Plan must be submitted to and endorsed by the Responsible Authority. The plan must provide details of the following:-

- a. Hours for construction activity in accordance with any other condition of this Permit;*
- b. Measures to control noise, dust, water and sediment laden runoff;*
- c. Measures to inform adjacent residents of work schedules, etc.*
- d. Measures relating to removal of hazardous or dangerous material from the site, where applicable.*
- e. A plan showing the location of parking areas for construction and sub- contractors' vehicles on and surrounding the site, to ensure that vehicles associated with construction activity cause minimum disruption to surrounding premises. Any basement car park on the land must be made available for use by sub-constructors / tradespersons upon completion of such areas, without delay;*
- f. A Traffic Management Plan showing truck routes to and from the site;*
- g. Swept path analysis demonstrating the ability for trucks to enter and exit the site in a safe manner for the largest anticipated truck associated with the construction;*
- h. A plan showing the location and design of a vehicle wash-down bay for construction vehicles on the site;*
- i. Measures to ensure that sub-constructors / tradespersons operating on the site are aware of the contents of the Construction Management Plan;*
- j. Contact details of key construction site staff;*

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9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

- k. A site plan showing the location of any site sheds, on-site amenities, building waste storage and the like, noting that Council does not support site sheds on Council road reserves; and*
- l. Any other relevant matters.*

Roads, Pathways and Common Access

16. Prior to the commencement of works, a Traffic Management Strategy and investigation must be submitted as per Clause 9 of the IDM via a qualified engineer. The strategy, including the traffic impact assessment report and professional recommendations will be considered as part of the design.

17. Prior to the commencement of works, construction plans for all proposed roadways and pathways must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will form a part of the permit. The plans must be drawn to scale with dimensions and three hard copies and an electronic copy must be provided. The plans must show: -

- a) The road reserve, carriageway and verge widths*
- b) All infrastructure including drainage, concrete footpath, kerb and channel, public lighting and utility services*
- c) Vehicle crossing for each lot*
- d) Street tree locations*
- e) All surface details including contours*
- f) Proposed court bowls*
- g) All relevant road signage and line marking*
- h) Speed limit signs as appropriate.*
- i) Provision of a footpath along the Brock Street frontage of the subject site and a link to the existing Brock Street Footpath Network.*

18. The final design parameters for the roadways and pathways must be based on Council's Infrastructure Design Manual (IDM) as modified from time to time, all to the satisfaction of the Responsible Authority. All works shall conform to plans and specifications prepared by a qualified engineer at Owner's expense and approved by the Responsible authority. A list of specific details and requirements are as follows: -

- a) Pram crossings must be provided at all intersections to the satisfaction of the responsible authority.*
- b) Include in the design plans recommendations resulting from any required Traffic Impact Assessment.*
- c) Provide temporary turnaround areas for roads terminated at stage boundaries. The size must be sufficient to turn service and emergency vehicles around without reversing. A minimum of 250mm depth of approved crushed rock material is required.*

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

- d) *A pavement design must be submitted for the entire road network by a suitably qualified engineer in accordance with clause 12.7 of the IDM. Irrespective of such design a minimum pavement depth of 250mm must be provided in an approved material. Council requires that the pavement wearing course be in accordance with Clause 12.7.16.*
 - e) *Design of roads and footpath must be accessible to people with disabilities and include tactile ground surface indicators, and kerb ramps required for the safe movement of people with disabilities as per relevant Australian Standards.*
 - f) *The Vehicle crossings to the subject allotments from the road must be constructed at a location and of a size and standard satisfactory to the Responsible Authority.*
 - g) *Subsoil drainage installed for all kerb and channel.*
19. *Prior to the use commencing, vehicular crossings for each lot must be constructed in accordance with the endorsed plans to the satisfaction of the Responsible Authority, and must comply with the following: -*
- a. *Standard concrete residential vehicular crossings, as per standard drawing SD240 of the Infrastructure Design Manual, must be constructed at right angles to the common access road to suit the proposed driveways, and tie in with the new kerb and channel.*
 - b. *Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense;*
 - c. *Crossings shall be either combined or at least 9 metres apart.*
 - d. *The entrance to the common access must be in accordance with Councils current standard for industrial vehicle crossings with reference made to standard drawing SD250.*
20. *For Common Access, the drainage system must be constructed before commencement of the use and development as per the approved plans*

Urban Vehicle Crossing Location

21. *Prior to the use commencing the permit holder must obtain a vehicle crossing permit from the responsible authority for each lot and construct the vehicle crossing in accordance with the requirements.*

UB

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

- 22. Standard vehicular crossings shall be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing shall be removed.**
- 23. The vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree.**
- 24. Any new, relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense. Final location of vehicle crossing must be approved by Responsible Authority via vehicle crossing permit. Refer to Clause 12.9.1 "Urban Vehicle Crossings" of the Infrastructure Design Manual. Where there is no existing kerb and channel in the street refer to standard drawing SD255.**

Urban Drainage – Works

Drainage Discharge Plan

- 25. Before any of the development commences a properly prepared drainage discharge plan with computations to the satisfaction of the responsible authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The information submitted must show the details listed in the council's Infrastructure Design Manual (IDM) and be designed in accordance with the requirements of that manual.**

The information and plans must include:

- a) details of how the works on the land are to be drained and/or retarded including the use of tanks within the development to allow the capture and re use of stormwater as part of the management.**
- b) Catchment plans showing where the sub-catchments are draining to**
- c) computations including total energy line and hydraulic grade line for the existing and proposed drainage as directed by Responsible Authority**
- d) independent drainage for each lot**
- e) location and direction of overland flow paths within the development**
- f) underground pipe drains conveying stormwater to the legal point of discharge for each allotment**
- g) measures to enhance stormwater discharge quality from the site and protect downstream waterways Including the expected discharge quality emanating from the development (output from MUSIC or similar) and design calculation summaries of the treatment elements;**
- h) documentation demonstrating approval from the relevant authority for the legal point of discharge.**

UB

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

- i) the details of the incorporation of water sensitive urban design in accordance with clause 20.3.1 of the Infrastructure Design Manual.*
 - j) maintenance schedules for treatment elements.*
- 26. Before the use commences, all works constructed or carried out must be in accordance with those plans. to the satisfaction of the Responsible Authority.**
- 27. 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. No effluent or polluted water of any type may be allowed to enter the stormwater drainage system.**
- 28. A qualified engineer is to prepare a Stormwater Impact Assessment Report [SIAR] and/ or Stormwater Management Assessment Report [SMAR] in accordance with the requirements of clause 11 of the Infrastructure Design Manual.**
- 29. 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 the following EPA guidelines and policies: -**
- Environmental Guidelines for Major Construction Sites (EPA publication No. 480, December 19985); and**
 - Construction Techniques for Sedimentation Pollution Control (EPA publication No. 275, May 1991)**
- 30. For Common Access, the drainage system must be constructed before commencement of the use and development as per the approved plans.**
- 31. A qualified engineer is to check the capacity of the existing council stormwater drainage point to enable the system to receive flows from the new development.**

Protection of Council Assets

- 32. Prior to the commencement of works, 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, street lights, 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.**

VB

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

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.

33. 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 the following EPA guidelines and policies: -

- Environmental Guidelines for Major Construction Sites (EPA publication No. 480, December 19985); and***
- Construction Techniques for Sedimentation Pollution Control (EPA publication No. 275, May 1991)***

34. In the event of mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, appropriate measures must be implemented to minimise the problem to the satisfaction of the Responsible Authority.

35. The permit holder shall ensure that dust suppression is undertaken in the form of constant water spraying or other natural based proprietary dust suppressant to ensure that dust caused by vehicles moving along the access road and/or within the site does not cause a nuisance to surrounding properties to the satisfaction of the Responsible Authority. The development shall not have an adverse impact on existing or future air quality.

36. Soil erosion control measures must be employed throughout the construction stage of the development to the satisfaction of the Responsible Authority.

37. The earthworks and lot filling must be as per the guidelines specified in Council's Infrastructure Design Manual, to the satisfaction of the Responsible Authority.

Engineering Plan Checking Fee

38. Prior to the use commencing, payment must be made to the Responsible Authority of an engineering design checking fee of up to 0.75% of the value of documented works, the amount to be determined by the Responsible Authority.

Goulburn Valley Water:

39. The Corporation considers the proposed development should be connected to both water supply and wastewater facilities and the following conditions are applied -

- Payment of new customer contribution charges for water supply to the development, such amount being determined by the Corporation at the time of payment;***

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

- *Provision of separate water supply meters to each tenement within the development, located at the property boundary and to the satisfaction of Goulburn Valley Region Water Corporation;*
- *Payment of new customer contributions charges for sewerage services to the development, such amount being determined by the Corporation at the time of payment;*
- *Provision of reticulated sewerage and associated construction works to each allotment within the development, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation; (The works may include, but not be limited to the construction of a sewerage pumping station, rising mains and gravity mains);*
- *Connection of all sanitary fixtures within the development to reticulated sewerage, at the developer's expense, in accordance with standards of construction adopted by and to the satisfaction of the Goulburn Valley Region Water Corporation.*
- *All works required are to be carried out in accordance with AS 3500.2 - 'Sanitary plumbing and drainage', and to the satisfaction of the Corporation's Property Services Section;*
- *Provision of easements in favour of the Goulburn Valley Region Water Corporation over all proposed sewer mains located within private property;*
- *Pursuant to Section 36 of the Subdivision Act, if the Corporation considers that, for the economical and efficient subdivision and servicing of the land covered by the Application for Permit, it requires the owner of the land to acquire an easement over other land in the vicinity. That is, any land not owned by the Developer through which a sewerage extension servicing the development is to be located, easements shall be created in favour of the Corporation;*
- *The operator under this permit shall be obliged to enter into an Agreement with Goulburn Valley Region Water Corporation relating to the design and construction of any sewerage or water works required. The form of such Agreement shall be to the satisfaction of Goulburn Valley Water. A copy of the format of the Agreement will be provided on request;*

Goulburn Broken Catchment Management Authority:

40. The finished floor level of each proposed residential unit must be constructed at least 300 millimetres above the relevant 100-year ARI flood level (as shown in Figure 1), or higher level deemed necessary by the responsible authority.

UB

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

Country Fire Authority:

Hydrants

41. Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.

42. The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority. Note – CFA's requirements for identification of hydrants are specified in 'Identification of Street Hydrants for Firefighting Purposes' available under publications on the CFA web site (www.cfa.vic.gov.au).

Roads

43. Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road.

44. Have a minimum trafficable width of 3.5 metres and be clear of encroachments for at least 0.5 metres on each side and 4 metres above the access way.

45. Roads more than 60m in length from the nearest intersection must have a turning circle with a minimum radius of 8m (including roll-over kerbs if they are provided) T or Y heads of dimensions specified by the CFA may be used as alternatives.

Creation of Easements and Reserves:

46. All required easements and reserves must be created on title and the person benefitting from the direction must lodge a certified plan at the Titles Office for registration.

Consolidation of Lots:

47. Prior to the use commencing the lots must be consolidated to the satisfaction of the Responsible Authority.

Use and Development Expiry:

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

- a) The development is not started within two years of the issued date of this permit.**
- b) The development is not completed within four years of the issued date of this permit.**
- c) The use is not commenced within four years of the issued date of this permit.**

9.1.1 Planning Permit Application No. P2019-106

- Use and development of land for a residential village; creation of easements and reserves; and the removal of native vegetation ~ 40 Brock Street, Euroa VIC 3666 (cont.)

d) If commenced, the use is then discontinued for a period of two years or more.

In accordance with Section 69 of the Planning and Environment Act 1987 an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

Planning Note/s

- *This proposal has been assessed against Clause 55 and has satisfied the Objectives.*
- *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.*

Goulburn Valley Water Planning Note

- *Should the applicant wish to subdivide each tenement onto separate titles in the future, provision of appropriate servicing arrangements to facilitate a future subdivision proposal should be investigated as part of this development.*
- *The applicant should contact the Corporation to discuss current and future proposals for this development.*
- *Where the land is to be developed in stages, the above conditions will, in general, apply to any subsequent stage of the estate development. However, as any future stages of the development will be connected to the Corporation's water supply and sewerage systems independently of this stage, the Corporation reserves the right to revise any conditions applicable to any subsequent stages lodged.*

Goulburn Broken Catchment Management Authority Planning Notes

- *The Authority's best estimate of the 100-year ARI flood level for the location described above ranges from 173.4 metres AHD to 173.9 metres AHD as indicated in Figure 1, which was established from Euroa Post Flood Mapping and Intelligence Project (2015) and the Granite Creeks Regional Flood Mapping Study (2019).*
- *Based on the available ground surface level information, flood depths across the site are generally less than 0.3 metres during a 100-year ARI (1% AEP) type flood event. However, flood depths of up to 0.5 metres are possible in the western and north eastern portions of the property (shown with the blue colours in Figure 1) during a 100-year ARI (1% AEP) type flood event.*
- *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.*

Country Fire Authority Planning Notes

- *The inclusion of Fire Hydrants (either above or below ground) is to provide life safety for occupants, fire fighters and the community. Existing fire hydrants do not provide adequate coverage to all dwellings.*

LB

**9.1.2 Planning Permit Application No. P2021-068
- Native Vegetation Removal (Mullers Road Stages 1 and 2)**

Author: Town Planner

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

- The proposal is to remove native vegetation to the minimum extent to allow for the upgrade and widening of Mullers Road in two stages. Mullers Road provides a regular route for a number of vehicle types including trucks traversing from nearby wineries.
- Twenty-two trees are proposed to be removed, 13 of which are identified as *Large* with the remaining identified as *Scattered Trees* or *Patches*. The trees comprise Grey Box, Yellow Box and Red River Gum. These will be offset within the catchment area or within the Shire.

Mullers Road provides a regular route for a number of vehicle types including trucks traversing from nearby wineries. The upgrade of the road will enhance safety through the provision of road widening and the implementation of safety barriers.

- The application was advertised, and four objections were received. Further detail is contained within this report. The objections have been considered and raise valid planning concerns to which responses have been given.
- The application has not been assessed within the sixty day statutory time frame due to the need to work with the Department of Environment, Land, Water and Planning to ensure the amount of vegetation to be removed was to the minimum extent necessary for the required road safety upgrades.
- The proposal meets the objectives of the Planning Policy Framework, Local Planning Policy Framework, and the particular provision relating to Native Vegetation.

APPLICATION DETAILS

Application is for:	Native Vegetation Removal
Applicant's/Owner's Name:	Strathbogie Shire Council
Date Received:	05 May 2021
Statutory Days:	78
Application Number:	P2021-068
Planner: Name, title & department	Gillian Williamson Planning and Investment Department
Land/Address:	Mullers Road Nagambie VIC 3606
Zoning:	Farming Zone
Overlays:	No Overlay
Is a Cultural Heritage Management Plan (CHMP) required?	No
Is it within an Open Potable Catchment Area?	No

9.1.2 Planning Permit Application No. P2021-068
- Native Vegetation Removal (Mullers Road Stages 1 and 2) (cont.)

Under what clause(s) is a permit required? (include description)	Pursuant to Clause 52.17 a permit is required to remove, destroy or lop native vegetation including dead vegetation. An application must comply with the requirements specified in the Guidelines. An application for removal of native vegetation in Crown Land which is occupied or managed by the responsible authority must be referred to DELWP as a Section 55 Recommending referral under Clause 66.02-2.
Restrictive covenants on the title?	There is no title given it is a road reserve
Current use and development:	Road

Four submitters to the application addressed the meeting

MOVED: COUNCILLOR ANDREWS

The Motion lapsed for want of a seconder.

Alternate Motion

MOVED: COUNCILLOR RAEBURN

SECONDED: COUNCILLOR HOURIGAN

That this matter be deferred to enable Council to undertake further consultation with the community on the issue of Mullers Road via the Share Strathbogie platform and other ways in Nagambie and come back with a further report in the new year.

17-21/22 **CARRIED**

UB

**9.1.3 Planning Applications Received and Planning Applications Determined
- 1 to 30 November 2021**

Author: Manager Planning & Investment

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

This report provides listings of all Planning Applications Received (Attachment 1) and Planning Applications Determined (Attachment 2) for the period 1 to 30 November 2021. provided for information. The latest Planning Permit Activity Performance Figures are also attached (Attachment 3).

It is noted that there were 20 new planning applications received during the reporting period.

During the reporting period there were 18 planning permit applications decided upon. This included 2 applications that were withdrawn, and 1 planning application that lapsed.

MOVED: COUNCILLOR ANDREWS
SECONDED: COUNCILLOR DICKINSON

That Council:

- 1. Note that there were 20 new planning applications received, and 18 planning permit applications decided on under delegation during the period 1st to 30th November 2021.***
- 2. Note the report.***

18-21/22 CARRIED

LB

9.2 COMMUNITY

9.2.1 Domestic Animal Management Plan

Author: Team Leader Compliance

Responsible Director: Director Corporate Services

EXECUTIVE SUMMARY

The *Domestic Animals Act 1994* (the Act) requires Council to prepare a Domestic Animal Management Plan every four years.

The plan must set out a method for evaluating whether the animal management services provided by council are adequate to give effect to requirements of the Act and the Domestic Animal Regulations 2015. The plan must also outline programs for the training of authorised officers along with programs, services, and strategies to address the key issues in relation to responsible pet ownership within the municipality.

The development of a draft Strathbogie Shire Domestic Animal Management Plan was completed after considering the results of a public survey to establish the priorities and feedback of the community in relation to domestic animals within the municipal district. Public engagement provided Council with a variety of options to consider, but also provided Council with feedback from personal experiences with domestic animals in the community, or engagement with Authorised Officers attending to domestic animal issues in the community.

Council considered all options put forward by community members and developed a draft plan that will meet the needs of the community that it serves and will publish an evaluation of the implementation of the plan in the Council annual report.

To further assist and inform the development of the 2021-2025 Strathbogie Shire Domestic Animal Management Plan, Council put the draft plan on public exhibition for a final period of 14 days to seek further submissions from the community prior to adopting the plan, noting that significant feedback has already been received.

At the completion of the 14 day period, council considered all submissions forwarded, and found that all submissions received had already been addressed in the draft plan over the life of the document. The online survey returned 100% support for the draft plan.

MOVED: DEPUTY MAYOR MURRAY

SECONDED: COUNCILLOR HAYES-BURKE

That Council:

- 1. Note the results of reports detailing the outcomes of the public exhibition of the draft 2021-2025 Strathbogie Shire Domestic Animal Management Plan; and***
- 2. Endorse the draft Domestic Animal Management Plan for the 2021-2025 period in accordance with section 68A of the Domestic Animals Act 1994.***

19-21/22

CARRIED

UB

9.2.2 2022 Australia Day Awards – Determination of the Shire-wide award recipients

CHANGE IN THE ORDER OF BUSINESS

***MOVED: COUNCILLOR RAEBURN
SECONDED: COUNCILLOR HOURIGAN***

That the Order of Business be changed to move Item 9.2.2 (2022 Australia Day Awards – Determination of the Shire-wide award recipients) to be considered IN CAMERA as Confidential Business.

20-21/22 *CARRIED*

LB

9.2.3 Community Grant Funding Round 2 2021/2022 Allocations

Author: Coordinator Community Services and Inclusion

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

Strathbogie Shire Councils Community Grants Program aims to provide an opportunity for community groups to undertake projects that complement the focus areas of Council and encourage participation in a community activity at all stages of the project from planning to completion.

The 2021/22 Community Grants Program commenced with Round 1 in June 2021 with 17 successful applicants and a total of \$57,593 funds distributed. At the 17th August 2021 meeting, Council authorised officers to proceed with a second round of the 2021/22 Community Grants Program which opened on the 1st of October 2021 and closed on the 31st of October 2021.

In accordance with the Strathbogie Shire Council Community Grant Guidelines, applications were invited under one of four below categories:

- Active and Healthy Communities
- Arts and Culture
- Environment and Sustainability
- Facilities and Infrastructure.

The total budget allocation for Round 2 of the 2021/2022 Community Grants Program is \$20,000. A total of six (6) applicants have been received. Following the evaluation process, it is recommended that Council support four (4) community projects with an expenditure totalling \$19,070.00 and the remaining funding of \$930 be allocated to the Small Projects Grants Program.

MOVED: COUNCILLOR DICKINSON
SECONDED: COUNCILLOR HAYES-BURKE

That Council:

- 1 Award funding to four (4) applicants for the total sum of \$19,070 to the following organisations;***

<i><u>Applicant /Organisation</u></i>	<i><u>Funding</u></i>
<i>Avenel Kindergarten</i>	<i>\$5,000.00</i>
<i>Longwood Football Netball Club</i>	<i>\$5,000.00</i>
<i>Nagambie Cricket Club</i>	<i>\$4,070.00</i>
<i>Violet Town Community House</i>	<i>\$5,000.00</i>

- 2 Authorise Officers to allocate remaining \$930.00 funds from Round 2 to the Small Projects Grants Program.***

21-21/22 CARRIED

UB

9.2.4 Action Group Funding Round 2 2021/22

Author: Coordinator Community Services and Inclusion

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

The purpose of the Action Group Funding Allocation is to provide an opportunity for Action Groups to undertake projects that complement the focus areas of Council and encourage participation in community activity. Project submissions are to be based on the Action Groups strategic plans. This year there are a number of groups in the final year of their strategic plan, with some groups completing all actions highlighted in their respective plans. To continue to support these Action Groups, submissions were accepted for projects not listed in the strategic plan providing the Action Group could demonstrate community support for the suggested project.

The 2021 funding allocation for Strathbogie Shire Council's eight Action Groups opened on 1 August 2021 and closed on the 27 August 2021 with applications received from Graytown Action Group, Avenel Action Group and Euroa Action Group. No applications were received from Strathbogie, Longwood, Ruffy or Nagambie Action Groups. Officers were authorised at the September Council meeting to continue consultation with Action Groups who did not submit projects and re-open funding for a second round for these groups only commencing 22 September 2021, closing 19 November 2021 with recommendations of funding allocations to be put forward in the December 2021 Council Meeting.

The total budget allocation for the 2021-2022 Action Group Funding is \$70,000, with \$20,000 of this allocation attributed toward administration costs, festivities, and community engagement with each individual action group receiving \$2,500. The remaining \$50,000 is made available to support community projects. For Round 2 there is \$32,136 remaining funds. Should the round 2 applications be supported, a total of \$22,536 will be remaining.

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

That Council:

- 1. Award funding to two (2) projects, for the total sum of \$9,600 to Longwood Action Group; and***
- 2. Endorse Officers to work with Action Groups to utilise the remaining budget allocation of \$22,536 before 30 June 2022 through -***
 - (a) community capacity training opportunities***
 - (b) assisting in the preparation of community plans by providing (but not limited to) graphic design.***

22-21/22 CARRIED

LB

9.2.5 Euroa Gathering and Growing Space

Author: Coordinator Community Services and Inclusion

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

The Euroa Community Action Group (ECAG) were successful in securing a budget allocation of \$10,000 for a community gathering and growing space in Council's 2021/22 Budget via a submission to the 'Pitch My Project' initiative.

At the 21 September 2021 Meeting, Council approved for Council Officers to work with ECAG to progress the concept of a community garden at 16A Bury Street by undertaking consultation with surrounding residents and community members, with Officers to provide a subsequent report outlining a summary of the community engagement and recommended next steps in response to community feedback.

Subject Site: 16A Bury Street, Euroa



There were two (2) submissions made as part of the consultation process, raising concern regarding the proposed location of the community garden. Officers met onsite to discuss concerns, and a detailed response of concerns raised is provided within this report.

Whilst it is acknowledged that not all concerns have been resolved, ECAG have indicated that they are committed to working with the broader community to ensure the community gathering and growing space is a welcoming, safe and useable space for all.

VB

9.2.5 Euroa Gathering and Growing Space (cont.)

MOVED: COUNCILLOR HAYES-BURKE
SECONDED: DEPUTY MAYOR MURRAY

That Council –

- 1. Authorise officers to develop a formal governance arrangement between Council and the Euroa Community Action Group for the use of 16A Bury Street Euroa for the establishment and purpose of the Euroa Gathering and Growing Space.***
- 2. Incorporate in the formal governance arrangement a provision for Council to cease the arrangement, with a 12 month notice period, to return the land to Council's management if required for any future community infrastructure need.***

23-21/22 CARRIED



9.2.6 Regional Tourism Investment Fund - Council contribution

Author: Economic Development and Projects Coordinator

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

Released on the 11 November 2021, the Regional Tourism Investment Fund delivered by the Department of Jobs, Precincts and Regions is a state-wide competitive Victoria Government program that will support new and innovative tourism infrastructure projects that will increase visitation, drive private investment and deliver more jobs.

Pillars relevant to the Regional Tourism Investment Fund – Competitive Round are:

1. Nature - experiences and products that activate regional Victoria's natural assets such as forests, parks, alpine areas, wildlife, geothermal and natural mineral springs, coastlines, rivers, lakes and oceans, and contribute to a healthy and resilient environment.
2. Epicurean - culinary and gastronomic experiences and products that highlight provenance and demonstrate innovation, including agricultural and regenerative farming experiences, cellar doors, distilleries and breweries.
3. Arts and Culture - experiences and products that enable the visitor to engage with art and culture in new and innovative ways, such as museums, storytelling, multicultural centres, art and heritage trails, public art installations, galleries and creative venues
4. First Peoples' led experiences - prioritising the world's oldest, continuous living culture that will contribute the future of Victorian tourism, through the creation of immersive experiences and products that are driven by Aboriginal self-determination.

Council Officers have reviewed the priority projects within the community against the specified criteria funding stream to determine 'shovel ready' projects for inclusion within a funding application with a first stage Expression of Interest due on 7 January 2022 and application due on 14 January 2022. It is proposed that Council support Go Nagambie in their quest for an application to establish a thoroughbred statue park/walk at Jacobsons Outlook overlooking Lake Nagambie.

MOVED: COUNCILLOR DICKINSON

SECONDED: COUNCILLOR ANDREWS

That Council provisionally allocate a Council contribution from the Council Budget pending the successful outcome of Go Nagambie's Expression of Interest and subsequent application to the 2022 Regional Tourism Investment Fund through:

- a) ***Allocating \$250,000 for the provision of landscaping and associated works;***
- b) ***Providing in-kind Project Management to oversee the delivery of the project including communication and engagement support;***

UB

9.2.6 Regional Tourism Investment Fund - Council contribution (cont.)

MOTION (cont.)

- c) Committing to be the owner and maintain the asset/s once the project is complete for those asset/s on Council land; and*
- d) Providing a letter of support to Go Nagambie for the funding application outlining Council's commitment.*

24-21/22 **CARRIED**

VB

9.3 INFRASTRUCTURE

9.3.1 Updated Special Rate and Charge Scheme Policy

Author: Manager Asset Planning

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

As part of Council's regular program of reviewing policies and procedures, the Special Rate and Charge Scheme Policy has been reviewed and amended for Council's approval.

The purpose of this report is to adopt the amended Special Charge Scheme Policy.

Document/s pertaining to this Council Report:

- Special Charge Scheme Policy (existing)
- Special Rate and Charge Scheme Policy 2021 (revised)
- Special Rates and Charges - Ministerial Guidelines, Local Government Victoria.

Special charge schemes are used to partially or completely fund new infrastructure works where there is a clear benefit to nearby properties, that is above and beyond the benefit to the general community, such as for constructing footpaths, roads, kerbs and channels or drains. Council has historically used special charge schemes to provide infrastructure that otherwise would not have been built through rate revenue alone. Special charge schemes can be initiated by either Council or the Community.

This policy is to be used as a strategic and procedural tool to assist and guide with the creation and implementation of all special charge schemes for infrastructure works projects in a fair, equitable and consistent manner.

MOVED: COUNCILLOR HOURIGAN
SECONDED: COUNCILLOR RAEBURN

That Council adopt the revised Special Rate and Charge Scheme Policy 2021.

25-21/22 ***CARRIED***

UB

9.3.2 Tender for Contract No. 21/22-26: 2021-22 Predictive Modelling Software

Author: Manager Asset Planning

Responsible Director: Director Community & Planning

EXECUTIVE SUMMARY

Council is seeking to procure a predictive modelling software that fully integrates with Council's current Asset Information Management System (AIMS), "CONFIRM" and outsourced management service for a 12-month period, with an option for two one-year extension. This service will provide Council access to advanced asset management software and the technical resources required to manage complex asset class data.

A selected company will assist Council to undertake asset predictive modelling to develop its capital renewal program. Prediction modelling and capital works programs will be delivered using a standard industry advanced asset management system which optimises the long-term renewal, displays consequences and produces a ten-year recommendation for multiple renewal treatments.

Through public advertisement in local and state newspapers, Council invited tenders for the services under Contract No. 21/22-26, for the Provision of Predictive Modelling Software and Management Services. Three Consultants submitted tenders for the service. These tenders have been assessed and evaluated by Council Officers and a summary of results is shown in the tables 1 and 2 below.

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

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract No 21/22-26 for the Provision of Predictive Modelling Software & Management Services;***
- 2. Awards the tender for Contract No 21/22-26 for the Provision of Predictive Modelling Software & Management Services to Assetic Australia Proprietary Limited for a total amount of \$80,000 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers;***
- 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;***
- 5. Note that services will commence early January 2022; and***
- 6. Authorise the Chief Executive Officer to approve up to and including two single year extensions if required only upon the recommendation from the Director of Corporate Operations, for the value of the management service required.***

26-21/22 ***CARRIED***



9.4 CORPORATE

9.4.1 Review of Audit and Risk Committee Charter

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

As part of its Work Plan, Council's Audit and Risk Committee is required to review its Charter and this was done at the Committee's meeting of 21 September 2021.

Several amendments to the Charter are recommended which have been incorporated in the attached document:

- 3.2 - note that Councillor member term to expire at Annual Statutory Council meeting; and
- Reference to Local Government Act 2020 Section 40(2) to include Report to Audit and Risk Committee on reimbursement of Councillor expenses

Discussion also occurred on the process for authorisation of Chief Executive Officer expenses to ensure oversight and transparency.

***MOVED: DEPUTY MAYOR MURRAY
SECONDED: COUNCILLOR HAYES-BINKS***

That Council endorse changes to the Audit and Risk Committee Charter as proposed by the Committee.

27-21/22 CARRIED

LB

9.4.2 Investment and Cash Management Policy

Author: Senior Finance Officer

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council's cash holdings fluctuate during the year depending on factors such as timing of rate receipts and other income including grants, capital works programming as well as operational expenses.

Council manages its cash flow to fund expenditure needs but also to invest funds to greatest advantage.

There is a need for a policy to guide the investment of Council funds and to govern such investments taking into account factors such as:

- Rate of return
- Risk profile
- Compliance with legislative and other obligations
- Other objectives of Council

***MOVED: COUNCILLOR HOURIGAN
SECONDED: COUNCILLOR RAEBURN***

That Council adopt the revised Investment and Cash Management Policy.

28-21/22 CARRIED

CB

9.4.3 Council Policy Review - Procurement Policy

Author: Procurement and Tender Officer

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Strathbogie Shire Council is committed to providing Best Value Procurement outcomes for the community. An important element in achieving this is through the responsible procurement of goods, services and works.

The Local Government Act 2020 (the Act) requires all Victorian councils must have a Procurement Policy in place by 31 December 2021 that meets all the requirements outlined in the Act. The Act allows Council, amongst other things, to set its own Policy thresholds and exemptions for public tendering and requires Council to review the Policy at least once during each four year term of Council.

Our current Procurement Policy (adopted at the 16 February 2021 Council meeting) meets most of these requirements, so officers have used this policy as the basis for developing a new policy and are proposing a number of changes to the wording and structure of the policy.

Whilst there is no change to the overall intent of the policy, some changes to spend amount purchase processes have been incorporated. When evaluating goods, services and works, a balanced approach will continue to be adopted by Council to give due consideration to multiple factors including, but not limited to:

- Value for money;
- Benefit to the community; and
- Environmental sustainability.

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

Amended Motion

That Council –

1. ***Adopts the draft 2021 Procurement Policy in accordance with the requirement for all Victorian councils to have a Procurement Policy in place by 31 December 2021 that meets all the requirements under the Local Government Act 2020.***
2. ***Receive a further report in April 2022 that augments Council's commitment to the Climate Emergency Declaration by strengthening environmental consideration and weightings.***

29-21/22

CARRIED

UB

9.5 GOVERNANCE AND CUSTOMER SERVICE

The Chair, Councillor Binks, declared her interest in the following item, vacated the Chair and left the meeting at 8.00 p.m.

The Deputy Mayor, Councillor Murray, assumed the role of Chair for the consideration of the following item.

9.5.1 Councillor Conference and Training Expense Requests

Author: Policy Research and Councillor Support Officer

Responsible Director: Executive Manager of Governance and Customer Service

EXECUTIVE SUMMARY

As per the Council Expenses Policy, Councillors are entitled to claim training and development and conference attendance expenses of up to \$1,500 per financial year to participate and complete reputable industry programs that may assist in their performance of duties and responsibilities as representatives for Local Government.

On 1 November 2021, Cr Laura Binks (Mount Wombat Ward) expressed her intention to attend and participate in the *Rainbow Local Government Conference* on Saturday 5 February 2022 at St Kilda Town Hall to gain a deeper understanding of meaningful approaches and practices that foster an inclusive and nurturing culture of safety and acceptance in the council workplace and community.

Cr Binks submitted a signed and dated *Conference and training expense request form* for formal decision-making, as she has already received the maximum expenses threshold for this financial year. As the result, all expense requests for formal review in this report exceed the annual Policy expense limit and therefore require formal review prior to program funding approval and participation commencing.

All expense requests for formal review in this report exceed the annual Policy expense limit and therefore require formal review prior to program funding approval and participation commencing.

This report is submitted for consideration and determination given that Cr Binks has exhausted the annual \$1,500 threshold outlined in the Council Expenses Policy Section 17.2 for the 2021/22 financial year. Her annual allocation has been put towards her Mastery of Business and Empathy facilitated by Small Giants Academy.

MOVED: COUNCILLOR HOURIGAN
SECONDED: COUNCILLOR HAYES-BURKE

That Council:

- 1. Note that Cr Laura Binks (Mount Wombat Ward) has fully exhausted her annual \$1,500 training and development allowance towards her Mastery of Business and Empathy facilitated by the Small Giants Academy;***

LB

9.5.1 Councillor Conference and Training Expense Requests (cont.)

2. ***Endorse a further allocation of \$559.35 towards the conference fees, accommodation, car park, travel and meal expenses for the training and development requested; and***
3. ***Receive a written report from Cr Laura Binks upon the completion of the conference.***

30-21/22 **CARRIED**

Councillor Binks returned to the meeting at 8.08 p.m. and re-assumed the Chair.

UB

9.5.2 Draft Complaints Policy

Author: Executive Manager, Governance & Customer Service

EXECUTIVE SUMMARY

Section 107 of the *Local Government Act 2020* (the Act) requires Council to prepare and adopt a complaints policy.

Council's stance is that complaints are welcomed as a way of continually improving the services and facilities we provide. We want to create a culture where complaints are easy to make and are dealt with quickly, with remedies put into place where appropriate.

The Policy must set out processes for dealing with complaints, reviewing the complaint, internal review processes and discretion around refusal to deal with complaints where a third-party review is available (such as planning permit applications).

The Victorian Ombudsman has dedicated a number of investigations and reports into how councils across Victoria deal with complaints from the community. The draft policy is based on the recommendations from the Ombudsman's *Councils and Complaints – a Good Practice Guide*, second edition July 2021.

The draft policy makes it clear that all complaints will be independently reviewed by someone who was not involved in the action, decision or service that is the subject of the complaint.

While we aim to deal with complaints at the first point of contact, this is not always possible, and so if a longer and more detailed investigation is required the matter will be referred to an officer for action. The policy outlines how complainants will be kept up to date with progress of the investigation.

A complaints register will be created to track the number, type and resolution of complaints, which will in turn be reported to the Executive Leadership Team and Council's Audit and Risk Committee on a quarterly basis. This will assist Council in identifying if there are any areas for improvement, further review or changes to the way we provide services.

The policy also aligns with and cross references Council's Mutual Respect Charter by identifying what constitutes unreasonable conduct by a customer or complainant. Such behaviour includes disrespectful behaviour, lack of cooperation, repeated complaints about issues that have been responded to. There are examples in recent times of inappropriate behaviour from members of the public and it is appropriate that the community understand what is unreasonable conduct.

It is recommended that the draft policy be adopted by Council and that quarterly reports to the Executive Leadership Team and Council's Audit and Risk Committee commences in March 2022.

9.5.2 Draft Complaints Policy (cont.)

***MOVED: COUNCILLOR RAEBURN
SECONDED: COUNCILLOR HOURIGAN***

That Council:

- 1. Adopt the draft Complaints Policy, which has been prepared in accordance with section 107 of the Local Government Act 2020;***
- 2. Seek officers to prepare quarterly reports regarding the Complaints Register for the Audit and Risk Committee from March 2022 onwards.***

31-21/22 CARRIED

VB

9.5.3 **Monthly Performance Report**

The December 2021 Monthly Performance Report includes reports as follows:-

- Building Department – November 2021 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - November 2021
- Customer Enquiry Analysis Report – Report for November 2021
- Waste Management Reporting ~ Year to Date – November 2021
- Actioning of Council Reports Resolutions – Council Meeting 19 November 2021
- Outstanding Actions of Council Resolutions to 30 November 2021
- Review of Council Policies and Adoption of new Policies – November/December 2021
- Records of Informal Council Briefings / Meetings – 1 to 30 November 2021

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 DICKINSON***

That the report be noted.

32-21/22 CARRIED



9.6 **EXECUTIVE**

9.6.1 **Strathbogie Shire Council Annual Report 2020-2021**

Author: Executive Manager Communication and Engagement

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Annual Report is a requirement under the Section 131 of the Local Government Act 1989 requires Council to prepare an Annual Report for the financial year just completed.

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.

Council's Annual Report for the Financial Year 2020-2021 was forwarded to the Minister on Tuesday 30 November 2021.

MOVED: COUNCILLOR RAE BURN
SECONDED: COUNCILLOR HAYES-BURKE

That Council note the Strathbogie Shire Council Annual Report 2020-2021 for the year ended 30 June 2021, including the Financial Statements and Performance Statement, as certified by the Auditor General.

33-21/22 ***CARRIED***

UB

10. NOTICES OF MOTION

Nil

11. NOTICES OF RESCISSION

Nil

12. URGENT BUSINESS

Nil

13. CONFIDENTIAL BUSINESS

***CLOSURE OF THE MEETING TO CONSIDER MATTERS DEEMED
CONFIDENTIAL IN ACCORDANCE WITH SECTION 66(2)(A) AND PART 1,
SECTION 3 DEFINITIONS OF THE LOCAL GOVERNMENT ACT 2020***

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs

C.B. 1 2022 Australia Day Awards – Determination of the Shire-wide award recipients

In accordance with section 66(5) of the Local Government Act, this item is classified as confidential under the following definition outlined by section 3 of the Act

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs

This ground has been applied to this matter as it relates to personal information in relation to nominations for Australia Day 2022 Awards, which must remain confidential until the event.

***MOVED: COUNCILLOR RAEburn
SECONDED: COUNCILLOR DICKINSON***

That Council, in conformance with section 66(2)(a) and the definitions for confidential matters under Part 1, section 3 the Local Government Act 2020 (the Act), resolve to close the meeting to members of the public for the purpose of considering item/s relating to:-

C.B. 1 2022 Australia Day Awards – Determination of the Shire-wide award recipients

34-21/22 **CARRIED**

The livestreaming of the meeting to the public stopped at 8.40 p.m.



The livestreaming of the meeting to the public recommenced at 8.49 p.m.

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

That following the determination of Item C.B. 1 (2022 Australia Day Awards – Determination of the Shire-wide award recipients), 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.

36-21/22 CARRIED

VB

Confidential Business Decision/s

C.B. 1 2022 Australia Day Awards – Determination of the Shire-wide award recipients

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

That Council:

- 1. *Review the list of township Australia Day award recipients to select the overall Shire-wide award recipients for each of the six (6) award categories as follows:***
 - a. Community Organisation of the Year;***
 - b. Junior Citizen of the Year (under 15 years at 26/01/2022);***
 - c. Young Citizen of the Year (between 15-25 years at 26/01/2022);***
 - d. Citizen of the Year (over 25 years at 26/01/2022);***
 - e. Senior Citizen of the Year (over 65 years at 26/01/2022);***
 - f. Event of the Year (Event occurred after 27/01/2021)***
- 2. *Endorse that the selected Shire-wide award recipients will remain confidential until they are officially announced on Australia Day, 26th January 2022, in keeping with the protocol of the Australia Day Council.***

35-21/22 CARRIED

NEXT MEETING

An Extraordinary Meeting of Strathbogie Shire Council is scheduled to be held on Tuesday 1 February 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

The next monthly Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 15 February 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

Please note: there will not be a monthly meeting held in January 2022.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.50 P.M.

Confirmed as being a true and accurate record of the Meeting


.....
Chair


.....
Date