



STRATHBOGIE SHIRE COUNCIL

Notice is hereby given that the Ordinary Meeting of the Strathbogie Shire Council will be held on Tuesday 17 June 2014, commencing at 6.00 p.m. at the Euroa Community Conference Centre

Councillors: Debra Swan (Chair)
Colleen Furlanetto
Malcolm Little
Alister Purbrick
Patrick Storer
Robin Weatherald
Graeme (Mick) Williams

Officers: Steve Crawcour - Chief Executive Officer
Roy Hetherington - Director, Asset Services
David Woodhams - Director, Corporate and Community
Phil Howard - Director, Sustainable Development

BUSINESS

1. Welcome
2. Acknowledgement of Traditional Land Owners
'In keeping with the spirit of Reconciliation, we acknowledge the traditional custodians of the land on which we are meeting today. We recognise indigenous people, their elders past and present'.
3. Apologies
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 20 May 2014 and Special Council meeting held on Tuesday 27 May 2014

Please note: Confirmation of the Minutes of the Ordinary Meeting of Council held on Tuesday 20 May 2014 is subject to the words '*per share*' being deleted from Recommendation 4 of Item 9.7.2 'Meals on Wheels for Euroa-based Clients'. This wording was added as an amendment when the report was being considered at the May Council meeting due to misunderstanding (refer attached relevant pages from the May Council report)

5. Disclosure of Interests
6. Petitions
7. Reports of Mayor and Councillors and Delegates
8. Public Question Time

EXCERPT FROM MEETING PROCEDURE LOCAL LAW NO. 1

CONDUCT OF PUBLIC

52. VISITORS

- (1) Visitors must not interject or take part in debate.
- (2) Silence shall be preserved in the gallery at all times.
- (3) If any visitor is called to order by the Chairperson and again acts in breach of this Local Law, the Chairperson may order that person to be removed from the gallery.

53. CALL TO ORDER

Any person who has been called to order, including any Councillor who fails to comply with the Chairperson's direction, will be guilty of an offence.

Penalty: \$500

54. REMOVAL FOR DISRUPTION

The Chairperson has discretion to cause the removal of any person, including a Councillor, who disrupts any meeting or fails to comply with a direction under the provisions of this Local Law.

9. Reports of Council Officers

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

10. Notices of Motion

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

12. Urgent Business

Steve Crawcour
CHIEF EXECUTIVE OFFICER

10 June 2014

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 15 July 2014, commencing at 6.00 p.m. at the Euroa Community Conference Centre.

9.7.2 Meals on Wheels for Euroa-based Clients

Author & Department

Chief Executive Officer / Executive Services

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

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

Summary

The current supplier of meals for Council's Euroa-based clients, Mi Kitchen, has provided notice of discontinuation of their Contract with Council, from 1 July 2014. This provides an opportunity for Council to become involved in an innovative, federal, state and local government funded and run venture that will provide an improved meals on wheels service.

The Meals on Wheels Program is partly funded by the Victorian Department of Health as one of a suite of services delivered by Strathbogie Shire Council under the Home and Community Care (HACC) Program. These services are currently under review by Council.

This report provides an overview of RFK Pty Ltd trading as Community Chef and outlines the issues involved in joining the company.

The report recommends that the Council joins Community Chef, allocates a total of \$4.67 for share purchase costs, and signs the Deed of Accession to enable it to become a shareholder in RFK Pty Ltd trading as Community Chef. Note that the usual refundable deposit equivalent to one months meal supply has been waived.

RECOMMENDATIONS

- 1. That having given due consideration to the risks, liabilities and benefits involved and having complied with subsections 5A and 5C of Section 193 of the Local Government Act, Council make an application for shares in RFK Pty Ltd trading as Community Chef in accordance with the constitution and Shareholders Agreement of the company. Such application will be made subject to receipt of the approval required under S193 (5G) of the Local Government Act.**
- 2. That the Chief Executive Officer of RFK Pty Ltd (Community Chef) be appointed to act on behalf of Council for purpose of obtaining approval under S193(5G) for Council to become a shareholder in a company with the power to borrow.**
- 3. That the Manager Community Development be appointed as the RFK Pty Ltd Shareholder Representative.**
- 4. That the payments of \$4.67 per share for 502 shares in RFK Pty Ltd be approved.**

9.7.2 Meals on Wheels for Euroa-based Clients (cont.)

5. That a Deed of Accession whereby Council will become bound under the terms of the Shareholder's Agreement and Constitution of RFK Pty Ltd be executed.
5. That Council authorise the affixing of the Council Seal on the Deed of Accession in the presence of an authorized person and that those persons sign the Deed of Accession.
6. That a 12 month contract for meal supply be executed with Community Chef to the value of \$49,000 excluding GST and delivery.
7. That Council investigates the feasibility of a Regional Distribution Centre following risk assessment and when Government funding becomes available.

61/14 *CRS FURLANETTO/STORER* : That the Recommendation be adopted, subject to the inclusion of the words 'per share' in Recommendation 4 (as shown in italics).

CARRIED

Background

Council provided a total of 6976 home delivered and centre based meals in the 2012/2013 financial year across the Shire. Existing arrangements for Meals on Wheels supply is a contract with Mi Kitchen for the Euroa service; Nagambie HealthCare for the Nagambie service and Violet Town Bush Nursing Centre for the Violet Town service.

Current numbers indicate an expected total of 4,130 for the current financial year. Delivered meal numbers are dropping in numbers across the state as the expectations and needs of clients change. Due to reduced numbers in Euroa, Mi Kitchen has provided written notification of its intention to cease providing meals to Strathbogrie Shire Council from the end of its current contract at 30 June 2014.

As a consequence of difficulties in ensuring a guaranteed supply of quality meals at an affordable price, and to meet the increasingly diverse needs of Meals on Wheels recipients, alternative supply arrangements are being considered.

The Regional Kitchen Group project began in July 2004 when a group of councils came together to find a solution to ensure a guaranteed supply of quality meals, at an affordable price to meet the diverse needs of their residents. The project arose out of the difficulty of sourcing good suppliers for delivered meals.

The business has since developed considerably. It is now providing over 16,000 meal components (soup, main, dessert, salads and sandwiches), per day to 21 councils. This company is providing meals to citizens requiring assistance under home, aged and community care programs from a new purpose built facility, owned and operated by local governments. The high quality meals are nutritious, varied, attractive, culturally sensitive and affordable.

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9. REPORTS

9.2 INFRASTRUCTURE

9.2.1 Regional Water Monitoring Partnership Project Agreement

Author & Department

Asset Systems Co-Ordinator / Asset Services Directorate

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

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

Summary

The Regional Water Monitoring Project Agreement, Northern Region is brought forward for consideration. It sets out the basis of the partnership between the twenty-three participating organisations and the State of Victoria, through the Department of Environment and Primary Industries, including the rights and responsibilities and financial commitments of all parties as well as the operational protocols of the Monitoring Committee.

The Agreement is presented for signing and sealing, and tabled for identification purposes.

RECOMMENDATION

That the Regional Water Monitoring Project Agreement be signed and affixed with the Common Seal of Strathbogrie Shire Council.

Background

- In 1994, Council, together with the then-titled Victorian Flood Warning Consultative Committee (VFWCC), Bureau of Meteorology (BoM) and State Emergency Service (SES) installed the original rainfall, flow and data logging systems in the Castle Creek and Sevens Creek and their major tributaries following the severe floods of 1993.
- This was subsequently expanded to cover the Honeysuckle Creek.
- As a consequence of the recommendations that followed the “Black Saturday” Inquiry, the existing structures came under the umbrella of the DSE. Along with many other similar installations across the state of Victoria, Council has become a signatory to the Regional Water Monitoring Partnership (RWMP).
- In April of 2012, representatives of the RWMP, Council, Thiess Services and BoM conducted a technical and physical Audit of the sites, which lead to replacement with ‘state of the art’ equipment and data transfer costing \$300,000. The funding was provided by the Minister for Water and the Department of Environment and Primary Industries.
- The Project Agreement now formalises the relationship of the “Participants” that includes Council and DEPI.

9.2.1 Regional Water Monitoring Project Partnership Agreement (cont.)

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The partnership costs are included in Council's budget. Renewal costs for the equipment are included in the Long Term Financial Plan.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

The author of this report considers that the recommendation has no legal or statutory implications, other than those covered by the various clauses of the agreement, which require the consideration of Council.

Consultation

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

Attachments

Nil.

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9.7 ORGANISATION

9.7.1 Strathbogie Shire Heatwave Plan 2014-2017

Author & Department

Manager, Community Development / Corporate and Community Directorate

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

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

Summary

The Strathbogie Shire Council's first Heatwave Plan was developed in 2010 and adopted by Council as required by the Victorian Government. It has now been reviewed and the new Plan is presented to Council for adoption. It will form an appendix in the Municipal Emergency Management Plan.

A copy of the Heatwave Plan is tabled for information purposes.

RECOMMENDATION

That the Strathbogie Shire Heatwave Plan 2014 – 2017 presented is adopted by Council to form part of Council's Municipal Emergency Management Plan.

Background

Local Councils in Victoria have been asked to prepare heatwave plans to support their local communities to adapt to heatwave conditions. By developing our own plan, we can use our understanding of local conditions and resources to better prepare for, respond to, and recover from heatwave conditions.

The Heatwave Plan has been written to:

- be consistent with departmental guidelines and other Council planning frameworks
- outline health and community actions and response arrangements to heatwave alert
- identify vulnerable persons within the Strathbogie community; propose a clear communication strategy to initiate alert, response and recovery phases of the plan
- describe key stakeholder roles and responsibilities
- promote a community awareness and education component

High temperatures can seriously impact on the health of people in our Shire especially the very young, the elderly, tourists and farmers. We need to be well prepared in advance to make sure our community has the necessary tools to cope in times of extreme heat.

9.7.1 Strathbogie Shire Heatwave Plan 2014-2017 (cont.)

By having a Heatwave Plan, we can:

- ensure that health information and support is readily available to our community
- increase the capacity of our community to respond during heatwaves
- manage a heatwave emergency more effectively
- develop long term changes in our behaviour to improve our health and wellbeing

The aim of our Heatwave Plan is to support the Strathbogie Shire community to prepare for, respond to and recover from heatwave conditions. We will achieve this by:

- identifying vulnerable population groups in our community and the risks they face during heatwaves
- developing partnerships with local organisations to better coordinate a response to heatwaves
- outlining effective strategies and actions to implement in the event of a heatwave
- building practices to evaluate the ongoing effectiveness of the plan

The Plan has been updated to reflect the most recent climate data. It identifies the current stakeholders and a new survey has been completed. An updated email distribution group has been created to receive timely Heat Health alerts in future.

The Plan will form part of the appendices in the Municipal Emergency Management Plan. It will be made available on the Council website.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

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

9.7.1 Strathbogie Shire Heatwave Plan 2014-2017 (cont.)

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

Consultation has been undertaken with key stakeholders and Council officers to ensure the Plan meets community needs.

Attachments

Nil.

9.7.2 Footpath Trading and Activity Guidelines

Author & Department

Manager, Statutory Services / Sustainable Development Directorate

File Reference

BCS/Local Laws/Policies and Procedures/Guidelines

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

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

Summary

The introduction of the *Footpath Trading and Activity Guidelines* is to replace previous guidelines; *Trading Tracts, A 'clearway' forward for everyone, Policy for Street Trading Activities*. The *Footpath Trading and Activity Guidelines* support and are a referenced by Council's Community Local Law No.6. A summary of the proposed changes are outlined below and in more detail in the attached SSC Footpath Trading and Activity - revision summary.

RECOMMENDATION

- 1. That the Footpath Trading Policy be revoked.**
- 2. That the *Footpath Trading and Activity Guidelines* be adopted.**

Background

The introduction of the *Footpath Trading and Activity Guidelines* is to replace previous guidelines; *Trading Tracts, A 'clearway' forward for everyone, Policy for Street Trading Activities* and remove the need for the separate Footpath Trading Policy through the introduction of a policy statement within the guidelines. The *Footpath Trading and Activity Guidelines* support and are a referenced by Council's overarching bylaws, Community Local Law No.6. A summary of changes are outlined in the following;

- Updated to reflect legislative and regulatory change, along with reference to other regulatory controls within the streetscape.
- Introduces a policy statement incorporated within the guidelines to provide clarity of purpose.
- Align fees to Councils annual budget fee structure.
- Seeks to simplify a number of activities which would normally require multiple permissions.
- Places onus on permit holder regards a duty of care to comply.

9.7.2 Footpath Trading and Activity Guidelines (cont.)

The review of the Guidelines, along with a recent update to Council's Domestic Animal Management Plan, completes the reference documents relating to Council's Community Local Law No.6. This provides the necessary background work in preparation for the completion of a comprehensive review of the local law.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

9.7.2 Footpath Trading and Activity Guidelines (cont.)

Attachments

Strathbogie Shire Council Footpath Trading and Activity Guidelines - draft
Strathbogie Shire Council Footpath Trading and Activity - revision summary

SSC Footpath Trading and Activity Guidelines 2014



Footpath Trading and Activity Guidelines

as adopted by Strathbogie Shire Council XXXXX 2014

SSC Footpath Trading and Activity Guidelines 2014

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SSC Footpath Trading and Activity Guidelines 2014

Key Background Information

A busy, active, footpath area has a great impact on the viability of retail businesses and can constitute the heart of town life. Carefully promoted and controlled street activities, such as dining, entertainment and trading activities can enhance the overall experience.

In regulating this guideline, Council aims to provide a safe environment for people to move through by means of creating a pedestrian thoroughfare for people of all abilities.

Strathbogie townships generally have wide streets and footpaths. However, where space on a footpath is sometimes limited, more creative solutions may be required to accommodate tables, chairs, signs and people without compromising access or safety based on risk management assessments. For example, in some cases it may be required to develop street modifications that allow dining on steeper slopes or where width is limited, benches and stools may be a better option. Similarly a-frame signage in limited space areas could be replaced with finger signs mounted on existing infrastructure.

Council will assist and advise applicants on achieving the design outcomes that would result in a vibrant and aesthetically pleasing streetscape, which preserves the heritage and amenity of the area.

Council has a legal and moral responsibility to regulate footpath trading activities. In doing so, Council will be flexible with the issuing of permits so as to protect public safety but encourage diverse activities to take place by allowing businesses to extend their operation onto a portion of public land, subject to conditions of a permit.

Whilst the commercial benefit is a key consideration, pedestrian access and safety is the primary purpose of Council's Footpath Trading and Activity Guidelines.

This guideline supports;

- Council's Community Local Law No.6
- *Planning and Environment Act 1987*
- *Building Act 1993*
- *Disability Discrimination Act 1992*
- *Road Management Act 2004*
- *Food Act 1984*
- *Tobacco Act 1987*
- *Liquor Control Reform Act 1998*

The essential key to an effective pedestrian system throughout shopping precincts is the development and maintenance of an accessible path of travel. This should extend out from the building line to provide a consistent footpath environment inclusive of the needs of all of the community, including older persons or people with disabilities. In order to achieve this, any street furniture, signs, trader's activities or displays should be located towards the kerb side, not along the building line. Another key purpose of this guideline is to balance the opportunities that footpath trading may provide with responsible risk management and high quality urban design.

SSC Footpath Trading and Activity Guidelines 2014

Purpose

The purpose of this policy is to set out the requirements for the conduct of trading and other activities on Council's footpaths in accordance with Council's *Community Local Law No.6* (as amended).

The Footpath Trading and Activity Guidelines are supported by a policy statement which aims to;

- Promote economic development;
- Safely establish exciting and vibrant streetscapes through a diverse range of activities;
- Promote aesthetically pleasing footpath trading infrastructure in accordance with Urban Design guidelines; and
- Enhance the shopping, dining or observers experience for visitors who engage in Footpath Trading and other footpath activities.

Scope

The Policy applies throughout the municipality on footpaths under Council's control.

Council's Policy Statement

In Council's support of the establishment of footpath trading activities as part of its commitment to creating safe, vibrant and commercially active streets and footpaths Council will;

- a) Adopt and implement the Footpath Trading and Activity Guidelines, which provide guidance and direction to all users of footpaths and the general community. These Guidelines support Council's *Community Local Law No.6* (as amended);
- b) Ensure that a clear, safe and unobstructed access exists on Council's footpath at all times for pedestrians of all abilities;
- c) The extension of commercial activities on to Council footpaths in accordance with the Footpath Trading Activity Guidelines is an added consent by Council not an entitlement to traders;
- d) Be mindful that any proposed Footpath Trading activity should not be perceived as 'privatising' public land and that the space is clearly maintained for the purpose of a shared public and commercial space;
- e) Through its legal responsibility to regulate Footpath Trading activities including ancillary activities such as sausage sizzles, street collections etc, exercise flexibility with the issuing of 'Footpath Trading and Activity Permits' so as to protect public safety but encourage diverse activities to take place such as Outdoor Dining ('Al Fresco Dining'), advertising signs, goods displays, street theatre/performers, and busking;
- f) Footpath activity and infrastructure must make a positive contribution to the urban character and amenity of the area and surrounding residential areas. A key principle of this Guideline is that as footpaths are public open spaces, any footpath trading activity must not significantly impact on view lines or shared access public amenity;
- g) Ensure compliance with relevant legislation including but not limited to the *Disability Discrimination Act 1992*, the *Road Management Act 2004*, *Building Act 1993*, *Planning and Environment Act 1987*, *Tobacco Act 1987*, *Food Act 1984*, *Liquor Control Reform Act 1998*, the *Charter of Human Rights and Equal Opportunities* and the application of risk management principles in authorizing footpath trading activities;
- h) Prescribe a Trading Zone to ensure that an absolute minimum width of 1.5 metres exists for the Pedestrian Zone, with a minimum desirable width of 1.8 metres;

SSC Footpath Trading and Activity Guidelines 2014

- i) Ensure that the minimum width of a Kerbside Zone on any footpath is 750 mm where there is adjoining parallel parking and 1.5 metres where there is adjoining angle parking or a disabled persons parking bay;
- j) Not approve any Footpath Trading activity on footpaths with a width of less than 2.9 metres;
- k) In response to a request from a business owner, investigate possibilities to implement various engineering treatments to a footpath or road on a cost recovery basis, in order to safely accommodate a trading application in accordance with the Footpath Trading and Activity Guidelines;
- l) As a general rule, not permit any Footpath Trading in a Pedestrian Zone, Kerbside Zone or Exclusion Zone. In exceptional circumstances, trading may be permitted in an Exclusion Zone subject to a risk assessment being conducted in accordance with Council's 'Alfresco Dining in Exclusion Zones Management Procedure';
- m) Ensure that the quality of Footpath Trading infrastructure is safe and designed from materials that present a high standard;
- n) Council will facilitate, assist and advise applicants on achieving footpath trading infrastructure design outcomes, that would result in a vibrant and aesthetically pleasing footpath and streetscape, which preserves the heritage and amenity of the area;
- o) In instances where an initial design may not comply with the Footpath Trading and Activity Guidelines, Council may in conjunction with the respective business explore other options on a basis where it can be demonstrated that there is a broader benefit to general amenity of the area and to other local traders (i.e. Finger Boards, Bollards etc);
- p) Ensure that inappropriate advertising that may promote tobacco, alcohol or sexually explicit messages/images is not permitted in conjunction with any Footpath Trading activity;
- q) Ensure that the sale of food from an Outdoor Dining facility or other structure complies with the Food Act 1984;
- r) Ensure that any Footpath Trading items, objects or infrastructure (except Fixed Barriers) are removed from the footpath by 1:00 a.m. or the close of business, whichever the earlier and not be placed out on the footpath prior to 7:00 a.m. on any day;
- s) Support the placement of items/objects such as planter boxes on footpaths, which may enhance the attractiveness of a footpath, subject to such items/objects complying with the Guidelines and being removed from the footpath at the end of each days trading;
- t) Approve 'portable' permits for Real Estate Agent signs that promote 'Auctions' or 'Open for Inspection' events in accordance with the Footpath Trading and Activity Guidelines;
- u) Seek reimbursement from a permit holder for any repair or reinstatement required to any footpath or infrastructure as a result of damage due to footpath trading activities or the abandonment of the business by the permit holder;
- v) Ensure that the application of the Footpath Trading Policy Guidelines is consistent with Council's Strategies and Strategic Planning Directions;
- w) Ensure that any Footpath Trading activity shall not cause any amenity issues or nuisance to any other parties through noise, odour or other;
- x) Support Victoria Police and Victorian Commission for Gambling and Liquor Regulation in their role of monitoring and enforcing Liquor License compliance within the footpath trading Permit Prescribed Area; and
- y) Allocate resources to effectively monitor and enforce the Footpath Trading and Activity Guidelines.

SSC Footpath Trading and Activity Guidelines 2014

Definitions

Alfresco Dining	see 'Outdoor Dining'
Advertising Sign	means any board, notice, structure, or other similar device used for the purposes of soliciting sales, provision of services or notifying people on an adjacent property where goods or services may be obtained.
Ancillary Activity	includes spruiking, pavement art, barbeques, raffles, street collection and any other activity that may be designated from time to time.
Authorised Officer	means an Authorised Officer of Council appointed under Section 224 of the Local Government Act 1989.
Business	the owner or occupier of a premises proposing to conduct activities on a Council footpath in accordance with these Guidelines.
Busking	includes a song, mime, statue, creative performance, dancing routine, playing of a musical instrument or providing a display of drawing artistry on relevant medium.
Council	means the Strathbogie Shire Council.
Exclusion Zone	means the following; <ul style="list-style-type: none">• A distance of 10 metres from an intersection• A distance of 20 metres from a pedestrian crossing, traffic lights or school crossing;• An area adjacent to a bus zone, loading zone, mail zone, taxi zone or a no stopping area.
Footpath Width	means the distance from the face of the kerb line to the outside edge of the building line (property line).
Kerbside Zone	means the area between the kerb line and the outer edge of the Trading Zone.
Outdoor Dining (Temporary)	means dining outdoors on Council footpaths where all furniture and other items are removed from such site by 1:00 am each day or at the close of business as approved in any Permit.
Outdoor Dining (Fixed Barrier)	means dining outdoors on Council footpaths where all furniture and other items are removed from such site by 1:00am each day or at the close of business except for furniture that has been approved to be fixed through sub ground footings or by lockable devices/systems.
Pedestrians	means any person traveling along a footpath whether walking, using a wheeled recreational vehicle, pram/stroller, shopping/delivery trolley, a guide dog other assistance animal or mobility aid such as a wheelchair, motorized scooter, walker, crutch or any other aid to assist mobility or orientation.
Pedestrian Zone	means the area between the property line and the inner edge of the Trading Zone with a minimum width of 1.5 metres and minimum height clearance of 2.5 metres.

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Definitions (cont.)

Permit	means a Footpath Trading and Activity Permit issued under Council's <i>Community Local Law No.6</i> for the conduct of activities or use on a Council footpath of outdoor dining facilities, signs, goods for sale, items such as umbrellas, pots, gas heaters, barrier screens, musical equipment, performers and sundry items associated with all of the above.
Permit Holder	means the person named as the responsible person on the application form.
Permit Prescribed Area	means any area of the Licensed Premises where alcohol is to be served and is included in the Red Line Plan on the Liquor License for that premises.
Policy	Policy Statement as set out in Footpath Trading and Activity Guidelines.
Service Authority	means any company or public body responsible for the installation of telecommunications, gas, electricity, water, sewerage or drainage facilities in or on a road or footpath.
Trading Zone	means the area between the Pedestrian Zone and the Kerbside Zone.
Trader	means the permit holder of a footpath trading activity associated with the business for which that person is the owner.
Signs	includes A-frame structures and other objects that can be securely and safely positioned, being of a fixed or transient nature including being affixed to bicycles, tricycles, trolleys or other objects, to the satisfaction of Council to promote goods and services.
Street Performers	see 'Busking'

Part A - Footpath Trading Zones

Council has a series of standards for footpath trading in accordance with the width of various footpaths and the associated level of pedestrian traffic at each location.

1. Footpaths of Width of 2.9 to 3.5 metres

In order to provide a clear and consistently unobstructed footway for pedestrian access, the footpath is divided into three zones.

- 1.1 The Pedestrian Zone: extends from the property line or shop front of premises for a minimum of 1.5 metres. No items may extend or be placed into this zone at any time.
- 1.2 The Trading Zone – the only area of the footpath where approved goods, café furniture and ancillary items or activities, may be placed. Where premises are adjacent to an intersection, the Trading Zone must not extend into the Exclusion Zone unless otherwise approved by Council.
- 1.3 The Kerbside Zone – is a space 0.75 metres wide between the kerb and the edge of the Trading Zone to allow for access to and from parked vehicles. Where there is a disabled persons parking bay or angle parking, the Kerbside Zone will be required to have a minimum width of 1.5 metres. No items may extend or be placed into this zone at any time.

2. Footpaths of a width greater than 3.5 metres

In order to provide a clean and consistently unobstructed footway for pedestrian access, the footpath is divided into three zones.

- 2.1 The Pedestrian Zone – extends from the building line or shop front of premises for a minimum of 1.8 metres. No items may extend or be placed into this zone at any time.
- 2.2 The Trading Zone – the only area of the footpath where approved goods, café furniture and ancillary items or activities, may be placed. Where premises are adjacent to an intersection, the Trading Zone must not extend into the Exclusion Zone unless otherwise approved by Council.
- 2.3 The Kerbside Zone – is a space 0.75 metres wide between the kerb and the edge of the Trading Zone to allow for access to and from parked vehicles. Where there is a disabled persons parking bay or angle parking, the Kerbside Zone will be required to have a minimum width of 1.5 metres. No items may extend or be placed into this zone at any time.

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3. Footpaths of Width of less than 2.9 metres

In order to facilitate a clear and consistently unobstructed footway for pedestrian access, footpaths of less than 2.9 metres cannot be used for trading purposes.

4. Duty of Care

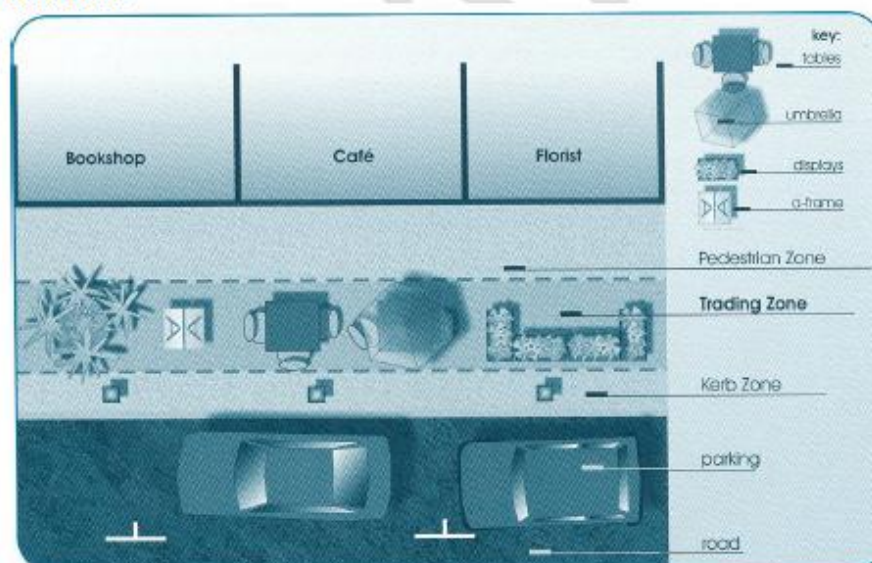
A permit holder has a duty of care to comply with the requirements of these Guidelines and is responsible for advising and supervising his/her customers of their obligations to also comply. Examples of activities that the permit holder needs to supervise includes but is not limited to the positioning of pushbikes, prams, wheelchairs/walking aides, shopping trolleys, motorbikes, pets, movement/location of people, tables, chairs that are being relocated.

5. Multiple Permits

Traders are permitted to hold permits for multiple footpath trading activities at any one time. Multiple permits may only be issued in relation to the following in accordance with these Guidelines. These would be in accordance with the specific section for each Permit type within these guidelines.

- Alfresco dining and A frame sign
- Goods for sale and A frame sign

A Footpath Trading Scenario highlighting the Pedestrian Zone, Trading Zone and Kerb Zone



Part B - Outdoor Dining

Within a footpath Trading Zone, the following applies to outdoor dining.

6. Conditions of Outdoor Dining

The intent of permitting outdoor dining is to enable businesses to present dining options for patrons and to contribute to creating a vibrant trading ambience in the street. The establishment of an outdoor dining facility should not create an enclosed 'outdoor room' by the walls and roof creating a "tunnel" effect along a stretch of footpath.

The quality and design of outdoor dining infrastructure shall be of a high standard and presentation that does not detract from the general amenity and style of the street.

A Footpath Trading and Activity Permit for the purposes of Outdoor Dining will only be issued to premises that are registered with Council as Food Premises under the *Food Act 1984*. All furniture, equipment and appliances associated with an Outdoor Dining facility shall comply with the above Act and corresponding food safety regulations. Such premises are also required to comply with the requirements of the *Tobacco Act 1987*.

In an Exclusion Zone, where an alternative and suitable location can not be found, an Applicant/Permit holder for an Outdoor Dining facility may occupy a suitable area in front of the immediate adjoining neighbouring property subject to written agreement between all parties involved. This will only apply to Temporary Outdoor Dining Facilities and not the Fixed Outdoor Dining Facilities. If at any time the agreement is revoked, the permission to occupy such an area as part of the Permit is also revoked.

If either business changes ownership the Permit must be renewed or transferred and any agreements renewed.

- 6.1 A set back of 0.5 metres within the Trading Zone is required from each boundary of a premises to ensure access points from the footpath to the road are retained between each premises.
- 6.2 The Permit holder is responsible for the conduct of patrons at tables and chairs in the outdoor seating area and must;
 - 6.2.1 ensure that patrons do not move tables and chairs from the Trading Zone;
 - 6.2.2 not serve food and/or beverages to patrons standing on the footpath, except for take away sales.
 - 6.2.3 where food is sold to customers within the Trading Zone, position the food appliance/stand at 90° to the kerb within the Trading Zone thereby allowing customers to queue along the footway in the Trading Zone without impeding the Pedestrian Zone;
 - 6.2.4 ensure that prams, bikes, trolleys or any other personal items do not obstruct the Pedestrian Zone; and
 - 6.2.5 ensure that patrons adequately supervise their dogs by ensuring that their dogs;
 - do not create a nuisance and/or disturbance;
 - do not impede, whether permanently or intermittently, the pedestrian access area; and
 - are securely tethered and under effective control so as to reduce any possibility of an incident;

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- 6.2.6 The dog owner shall ensure that any droppings or other spillage is adequately cleaned.
- 6.2.7 Any receptacle used for dogs to drink/eat from shall not be sourced from the premises crockery/receptacle inventory and shall not be washed in facilities dedicated for appliances used in preparing of food for human consumption.
- 6.3 An Authorised Officer may place a condition on a permit requiring a permit holder to place written reminders to patrons in the outdoor seating area, regarding the above, if deemed appropriate by an Authorised Officer.
- 6.4 The holder of an Outdoor Dining Permit is not permitted to display goods for sale on the footpath in conjunction with the Outdoor Dining operation. A-frame signs and/or menu boards may be placed on the footpath in conjunction with the Outdoor Dining activity if deemed appropriate by an Authorised Officer and provided that the applicable permit/s has been obtained.
- 6.5 A Permit holder must supply each table outside with a wind-proof ashtray at all times. Traders are responsible for cigarette ash, butts and any other litter generated by patrons of their footpath dining areas. Outdoor Dining facilities should not be designated as dedicated 'smokers areas' and should be accessible to all members of the community.
- 6.6 Staff who conduct serving functions at food premises with outdoor dining facilities shall facilitate free access by pedestrians and give pedestrians passing priority over their own movements into and out of such premises.
- 6.7 Each Permit holder must keep Outdoor Dining areas in a clean, sanitary and well maintained condition so as not to create any safety or health risk or to detrimentally impact on the amenity of the area. This includes maintaining the Pedestrian Zone in a clean and tidy manner.
- 6.8 Tables and chairs shall have a contrasting colour to their background to assist people with vision impairment.
- 6.9 Tables and chairs may only be displayed outside the premises to which they relate and must be contained within the property boundary line, with a minimum setback from each side boundary of a premises of 0.5 metres to ensure access points from the Pedestrian Zone to the road are retained between each premise in an exclusion zone.
- 6.10 Items which are placed on the footpath must be stable and of good design and are not able to damage the footpath or any other infrastructure, premises, vehicles or property. It is recommended that rubber or other suitable materials be fitted to the base of chair and table legs.
- 6.11 The Permit holder will be responsible for reimbursing Council for any reinstatement works as a result of damage to footpaths caused by chairs/tables etc.
- 6.12 The Permit holder for Outdoor Dining Facilities with temporary fixtures/furniture shall ensure that the fixtures/furniture are removed from such site at the close of business each day or no later than 1am, whichever the earlier, as approved in any Permit condition based on the opinion of an Authorised Officer that the amenity, safety or access by any person to that area will not be affected. An extension to this time may be considered on a case by case basis where the Permit holder can demonstrate that there will be no detrimental impact to safety and neighbourhood amenity.
- 6.13 Any premises that propose to serve alcohol on the footpath is limited to the Permit Prescribed Area as endorsed on the Liquor Licence for that premises. The sale or consumption of liquor must be in accordance with the conditions set

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out in a planning permit associated with the permitted use of the adjoining land and a liquor licence under the *Liquor Control Reform Act 1998*.

- 6.14 Within the Permit Prescribed Area, permit holders are required to display in a prominent manner and not contrary to this Guideline, relevant 'responsible serving of alcohol' brochures/posters as issued by Responsible Alcohol Victoria.
- 6.15 An Authorised Officer reserves the right to prohibit chairs backing on to the pedestrian zone and the kerbside zone.
- 6.16 Ancillary items such as umbrellas, gas heaters, planter boxes and barrier screens may be permitted as part of an Outdoor Dining Permit unless prohibited by an authorised officer for safety and amenity reasons.

7. Barrier Screens (Temporary and Fixed (*fitted by lock in device to the footpath*))

- 7.1 Screens or screening devices must only be placed alongside tables and chairs used for dining facilities within the Trading Zone.
- 7.2 There are several types of screens approved by Council:
 - 7.2.1 Temporary Screens – of the type commonly provided by coffee companies;
 - 7.2.2 Fixed Barrier Screens – made of safety glass or rigid transparent material which is fitted to the footpath with a locking device; and
 - 7.2.3 Full length awnings/blinds attached from the verandah to the footpath may be permitted in special circumstances subject to a Planning Permit and Building Permit. These circumstances include the protection of perishable food/goods from sunlight.
- 7.3 The connection of canopies, tarpaulins and the like from the top of a fixed barrier screen to verandas and umbrellas is not permitted.
- 7.4 Temporary and Fixed Barrier Screens may only be placed in the Trading Zone unless otherwise approved by Council. A set back of 0.5 metres is required from the extended property boundary line to ensure a 1.0 metre pedestrian access point between premises at the Kerbside Zone (to enable pedestrians to cross the road). Temporary Barriers must be removed from the footpath at the close of business trading or prior to 1:00 am, whichever is the earlier. The barriers should not be used for excess advertising other than for identification purposes.
- 7.5 A temporary barrier shall be secured by weighted items attached to the legs/feet of the barrier (and not to any other infrastructure) in such a manner that does not create trip hazards.
- 7.6 Screens must not exceed 6 metres in length and for larger shop frontages where there may be multiple screens, there must be a break of a minimum 1.0 metre between screens to allow for pedestrian access from the Kerbside Zone.
- 7.7 In the case of Fixed Barrier screens, which are fitted by locking devices to the footpath, applicants must gain special approval by application to Council's Engineering Services to ensure compliance with proper standards and safety requirements and to safeguard Council assets.
- 7.8 For Fixed Barriers and other fixed footpath infrastructure, the occupancy of this area shall be subject to an annual Permit. A Permit shall be issued in the name of a person/business/company and shall not be sub-let to any other person/business/company.

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- 7.9 Fixed Barriers must comply with Clauses 7.12 to 7.19 inclusive. Where a fixed barrier does not terminate at a verandah post etc. the ends of the barrier must have a minimum 1.0 metre return.
- 7.10 Unless it can be demonstrated that there is no health or safety risk, other structures associated with the Outdoor Dining areas shall not be stored on the footpath whilst the business is not in operation.
- 7.11 Where Barriers or other fixed structures are to be removed, the Permit holder shall be responsible for the cost of such removal and the reinstatement of the area to its former state.
- 7.12 Fixed Barrier engineering specifications will be required for those structures greater than 1.5 metres in height to ensure stability.
- 7.13 Barriers, whether fixed or temporary, shall be a minimum of 1.0 metre high from ground level to avoid trips and falls. In the case of Fixed Barriers, a clearance of 150mm from the ground to the bottom of the structure is required to enable street cleaning.
- 7.14 Fixed Barrier screens must be a minimum of 1.0 metre and a maximum of 1.5 metres in height (unless approved by Council's Engineering Services), be transparent and constructed of safety glass or rigid transparent material. Each fixed screen must have writing or symbols on all surfaces of the barriers between 1.0 and 1.5 metres above the ground level to provide a visual reference point for pedestrians. In particular, prominent contrasting writing and symbols are required at the barrier ends to alert visually impaired persons.
- 7.15 Fixed and temporary barrier screens may contain a minor level of advertising but must not be used as an opportunity for wholesale advertising. The name of the business, brand products used within that business or appropriate symbols may be used on temporary screens and advertising shall not exceed 30% of the total area of such screens. Fixed barrier screen advertising is in accordance with temporary screen advertising but shall not exceed 10% of the total area of that screen so as to maintain the primary objective of transparency. Signage should be of a fixed nature such as being embossed, engraved or etched.
- 7.16 For both fixed and temporary barriers, advertising and signage must not promote tobacco, alcohol, gambling or contain any offensive image or message. The promotion of "specials", "discount", "sales" or the like may not be displayed on any barrier screens.
- 7.17 If a lock in device is fitted without prior Council approval or does not meet required specifications, an Authorised Officer can require that the lock-in device is removed and the footpath is reinstated to its original condition. If a business changes ownership and the future operator does not intend to use the Fixed Barrier screens, the current permit holder is responsible for reinstating the footpath to its original condition, to the satisfaction of an Authorised Officer.
- 7.18 Barriers must be kept in a clean, sanitary and well maintained condition so as not to create any safety or health risk or to detrimentally impact on the amenity of the area.
- 7.19 The Permit Holder shall be responsible to repair any damage to any Barrier structures, footpath or buildings caused by vandalism to the Barrier structure and to reinstate such to a safe condition to the satisfaction of an Authorised Officer. The Permit Holder is also responsible for the removal of graffiti from such structures.

Part C - Goods/Signs/Ancillary items and Activities on the Footpath (Goods, Signs, Umbrellas, Heaters, Pot Plants, Speakers, Barriers)

8. Goods for Sale

A Footpath Trading and Activity Permit for the purposes of displaying Goods for Sale may be issued on Footpaths for any premises. "A" frame signs may be utilized together with goods for sale provided businesses are the holder of both current permits as approved by Council.

- 8.1 Goods for display shall be a small representation of the goods for sale within the premises that are subject the permit;
- 8.2 In order to provide a consistent, unobstructed walkway, goods for display and ancillary activities may only be displayed or conducted in the Trading Zone (as detailed in Sections 1, 2, 3, 4 and 5 of the Guidelines) of the footpath.
- 8.3 Goods for display or advertising that promote the alcohol or tobacco shall be prohibited. Goods or advertising of a sexually explicit nature shall also be prohibited.
- 8.4 Goods for display and ancillary activities will not be permitted in an exclusion zone unless otherwise approved by Council.
- 8.5 Goods for sale shall be displayed in accordance with Council design guidelines with respect to stalls, trestles, trolleys and other display furniture. Stands must be secured in a manner which ensures that adverse weather conditions will not create a risk for pedestrians, property and passing traffic. Stands must not cause any damage to the footpath. Any damage caused by displays will incur a reinstatement cost payable to council.
- 8.6 Goods for display should not exceed a height of 1.5 metres, with a minimum height of 1.0 metre. In exceptional circumstances, goods for display exceeding 1.5 metres may be considered on the basis that there is no safety risk to any person and/or the line of sight for pedestrians/vehicles is not impaired. There must be a minimum of 1.0 metre of space between goods displays.
- 8.7 Goods displayed should be temporary in nature and reflect the products sold within the business premises.
- 8.8 White goods and bulky items such as beds, furniture and cupboards are prohibited;
- 8.9 Goods for display and display furniture on which goods are displayed are to be removed at the end of trading for that day or earlier as instructed by an authorised officer should safety issues arise.
- 8.10 A permit is required for goods to be displayed in accordance with Council's *Community Local Law No.6* and subject to these Guidelines. Goods must not be displayed prior to the appropriate permit being issued.
- 8.11 Goods for display infrastructure should have a contrasting colour to their background to assist people with vision impairment.
- 8.12 Goods for display will not be permitted to encroach into the Kerbside Zone or Pedestrian Zone and must be accessible by customers only from the Trading Zone. Full-length shop awnings to protect goods may only be installed with an approved planning permit and/or building permit as per 7.2.3.
- 8.13 Goods such as perishable foods, food that may deteriorate or food products on display without supervision if subjected to the external environment, shall not be permitted to be displayed.
- 8.14 Where supervised, the sale of food on a footpath shall be done in accordance with the following;

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- food shall be prepared within the food premises and sold as a pre-packaged item that is stored at appropriate temperatures in approved equipment
 - the food shall be associated with foods sold at the premises which are subject of the permit;
 - food shall be at all times protected from dust, fumes and sunlight;
 - food selling shall comply with the Food Act and associated regulations
- 8.15 A set back of 0.5 metres is required from each side boundary of a premise to ensure access points from the pedestrian zone to the road are retained between each premises.

9. Advertising Signs

- 9.1 All permitted signs are to be secured in place by a means that is not reliant on, or physically tied to any Council infrastructure. The means by which these signs are to be secured must not extend beyond the circumference of the permitted sign and must be to the satisfaction of an Authorised Officer. Any securing device or object is to be removed with the sign in accordance with the permitted display times.
- 9.2 Inflatable signs, portable electric signs, illuminated, revolving, spinning or flashing signs, flags and banners are not permitted to be placed on the footpath, posts, walls, fences or verandahs unless permitted by a Planning Permit.
- 9.3 Approved signs need to be of a temporary relocatable nature and may only be placed on the footpath or nature strip during the normal hours of trade. Permanently fixed signs are not permitted unless through planning and, where applicable, building permit approval.
- 9.4 Approved signs may not be placed on road carriageways, roundabouts or median strips. Approved signs shall not be permitted in Exclusion Zones or council reserves unless approved by an Authorised Officer as per 9.14.
- 9.5 Approved signs shall not be tied to poles, trees or any other street fixtures, must only be on the footpath while a business is operating and must only be outside the premises to which they relate. In exceptional circumstances such as arcades, laneways etc where signs are not able to be placed outside the business, consideration may be given for alternative options.
- 9.6 Advertising signs, goods, chairs and tables shall have a contrasting colour to their background to assist vision impaired persons.
- 9.7 An advertising sign for a business must not exceed the following dimensions;
- 0.6 metres in width and 1.2 metres in height (0 - 60 km/hr speed zone)
 - 0.7 metres in width and 1.4 metres in height. (61 – 80 km/hr speed zone)
 - 0.8 metres in width and 1.6 metres in height. (81 + km/hr speed zone)
 - A minimum height of 1.0 metre.
- The top edge of any sign attached to an object including bicycle and tricycle must not exceed the heights listed in the speed zones above. (Measurements are taken as height above pavement).
- 9.8 The maximum number of signs permitted per premises is one (1). Consideration will be given to an additional permit where the frontage of the business premises to the street is greater than 8 metres.
- 9.9 In exceptional circumstances for multi-tenanted businesses, more than one (1) sign can be displayed providing that;

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- A minimum of 1.5 metres of access exists between each sign;
 - The stability of the sign and the line of sight is not compromised so as to create safety hazards; and
 - There are a maximum number of three (3) signs for that building which may be approved subject to each applicant producing evidence of their ABN details.
 - The installation of finger boards, bollards and the like may be permitted subject to a Planning Permit and consent from Council's Urban Design Unit.
- 9.10 Fees applicable for the display of signs shall be charged on an annual basis.
- 9.11 The maximum number of signs that a Community Market may display is three (3).
- 9.12 All Community Market signs must be located within 200 metres of the market location.
- 9.13 Community Market signs may only be displayed on the day of the market event.
- 9.14 Advertising signs may be permitted in Exclusion Zones where the footpath width is greater than 2.9 metres and pedestrian access and/or safety is not compromised.
- 9.15 An annual permit to display signs may be issued to Real Estate Agent businesses subject to the following conditions;
- 9.15.1 A maximum of three (3) signs may be permitted per 'open for display' or 'auction' event;
 - 9.15.2 No sign shall be placed on any roundabout, median strip, council reserve or other location that may impede and/or distract motorists and/or pedestrians;
 - 9.15.3 Signs shall be placed kerbside in accordance with Part 1 of these Guidelines;
 - 9.15.4 Auction signs may only be displayed on the day of the auction event listed in 9.15.1 and shall be removed no later than 4:00 p.m. on the day of the auction event;
 - 9.15.5 'Open for Inspection' signs shall only be permitted to be displayed during the times that the property is open to the public;
 - 9.15.6 Signs shall not be larger than 1200mm high x 600mm wide;
 - 9.15.7 Signs shall be identified by the business (Permit Holder), its purpose (auction or open for inspection) and contact details of the Permit Holder.

10. Ancillary items (umbrellas, enclosures, heaters and pot plants)

- 10.1 Unless approved by an Authorised Officer, ancillary items such as umbrellas, gas heaters, planter boxes and barrier screens are permitted only in conjunction with food premises furniture within the 'prescribed area' relevant to the Permit, and for premises that are registered to serve food and/or beverages under the *Food Act 1984*.

11. Outdoor Speakers/Amplification Equipment

- 11.1 Amplified music is not permitted in an outdoor dining area or in conjunction with a business, unless approved by a Planning Permit, in order to protect the amenity of the area by preventing the occurrence of any nuisance conditions.
- 11.2 Where these items are fitted without permission, an Authorised Officer will require the items to be removed.
- 11.3 Live entertainment is only permitted with the written permission of an Authorised Officer (see "Busking").

12. Noise Emission

- 12.1 The Permit Holder of any footpath trading activity within the Trading Zone must ensure that the activity does not create any unreasonable noise or other disturbance which may interfere with the reasonable use and/or occupancy of neighbouring properties or cause detriment to the general amenity of the neighbourhood.

13. Heaters

- 13.1 In some locations due to narrow width of certain footpaths, outdoor gas heaters should wherever a reticulated gas supply is available, be affixed to the awnings or verandas so as to be located off the footpath. A Planning Permit is required to undertake this activity and a Building Permit may also be required.
- 13.2 If relocatable patio heaters with a stable base are to be used, they must be included on the permit application and be covered by the traders' public liability insurance.
- 13.3 All heaters must be placed within the Trading Zone in such a manner as to not create trip hazards, burn hazards and/or access restrictions.
- 13.4 Any gas heater used must carry the appropriate certification by the Australian Gas Association and be used in accordance with the manufacturer's instructions. Furthermore, compliance with safety and technical advice available through the Office of Gas Safety is also required.

14. Umbrellas

- 14.1 Umbrellas may only be placed in the Trading Zone and must be brought back into the premises in accordance with 6.12.

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- 14.2 Where umbrellas are permitted, they must at all times be a minimum of 2.5 metres high above the footpath surface at the lowest point of the canopy and must not protrude over the Kerbside Zone. At times during rainfall, water from large umbrellas should be discharged in the areas outside pedestrians walking path.
- 14.3 Umbrellas must be secured and positioned in a stable manner to the satisfaction of an Authorised Officer.

15. Full Length Awnings/Blinds

- 15.1 Full length awnings/blinds may be only approved in accordance with Planning and Building approvals.

16. Planter Boxes

- 16.1 Planter boxes that are not part of an Outdoor Dining activity will only be permitted in the Trading Zone and subject to a Permit.
- 16.2 Planter Boxes must provide a positive contribution to the visual amenity of the footpath. The condition of a Permit for a planter box requires that these items be well maintained with healthy plants and must be kept clean of litter, cigarette butts and the like. If this is not adhered to, permission for the planter boxes may be revoked and the planter boxes will need to be removed by the Permit Holder.

17. Indication of the Footpath Trading Zone.

- 17.1 Council may place markers to clearly define the Footpath Trading Zone along any footpath when deemed necessary to ensure appropriate minimum pedestrian access corridor is maintained at all times.

18. Permanent Fixtures on the Footpath

- 18.1 Bike racks, seats, bins, pedestrian crossings, fire hydrants and other emergency assets, parking meters, traffic signal boxes, public transport shelters and other permanent fixtures placed on the footpath are public assets and have priority over commercial interests. Any item covered by these Guidelines shall not be located closer than 0.5 metres either side of the abovementioned infrastructure.
- 18.2 As a general rule, parking meters, parking controls and special use zones will not be relocated at the request of a trader.
- 18.3 In exceptional circumstances and subject to no impact to any party, relocation of such infrastructure, as per 18.1 and 18.2 may be considered with any associated costs being borne by the applicant/permit holder.
- 18.4 Permit holders shall not obstruct footpath tactile ground surface indicators (for the visually impaired) and where this may not be possible, the Permit Holder shall be responsible to install modified tactiles to the footpath in accordance with the relevant standards.

Part D – Busking/Street Performing

19. Busking/Street Performing

- 19.1 No person shall perform busking activities on a Council footpath without prior conditional approval through a Footpath Trading and Activity Permit for the purposes of busking;
- 19.2 Busking is permitted on Council footpaths subject to the following conditions;
- 19.2.1 Within the trading/shopping precinct at a suitable locations to the satisfaction of an Authorised Officer;
 - 19.2.2 The applicant is required to obtain consent from business owners in front of which he/she intends to perform;
 - 19.2.3 Busking activities shall take place between sunrise and sunset unless otherwise approved by an Authorised Officer;
 - 19.2.4 Busking activities shall not create any nuisance or disturbance as outlined in 12.1, Noise Emission, of these Guidelines.
 - 19.2.5 Busking activities shall not be located in front of any doorway, driveway or other entry point to any building.
- 19.3 Busking activities shall not be undertaken;
- 19.3.1 In Exclusion Zones;
 - 19.3.2 Within 10 metres of any major commercial or public building;
 - 19.3.3 For a period longer than one (1) hour at any specific site unless approved by an Authorised Officer.
- 19.4 Buskers shall be permitted to sell CD's providing that it is their own original recorded music. The selling other types of CD's or merchandise is prohibited.
- 19.5 A Footpath Trading and Activity Permit for the purposes of busking will not be issued to any person under the age of 16 unless that person is accompanied by a parent, adult or guardian.
- 19.6 A Footpath Trading and Activity Permit for the purposes of busking must be on display at all times during the busking performance and shown to any Authorised Officer upon request.
- 19.7 The use of an A frame sign is not permitted in conjunction with a busking permit.

Part E - Enforcement

20. Enforcement of Footpath Trading and Activity Guidelines

- 20.1 Upon detection of a breach of the *Community Local Law No.6* and or the Footpath Trading and Activity Guidelines, an Authorised Officer may take the following action:
- 20.1.1 Issue a verbal instruction to remedy any observed breach of a minor nature;
 - 20.1.2 Issue a Notice to Comply for subsequent breaches or where serious breaches are observed;
 - 20.1.3 Issue an Infringement Notice for non-compliance with the Notice to Comply;
 - 20.1.4 Issue an Infringement Notice for a serious breach;
 - 20.1.5 Cancellation of a Permit and/ or Prosecution for continuing offences.
- 20.2 An Authorised Officer may impound any items that are placed on the footpath that do not comply with *Community Local Law No.6* and Council's Footpath Trading and Activity Guidelines and any conditions placed on a Permit.
- 20.3 Second and subsequent Infringements will be issued without additional warning for further incidents of non-compliance.
- 20.3 Incidents of non-compliance will be taken into consideration when requests to vary or add to a Permit are considered for approval.
- 20.4 In signing the annual Permit renewal form, traders acknowledge their understanding of the compliance requirements associated with that Permit.
- 20.5 Victoria Police and Victorian Commission for Gambling and Liquor Regulation are responsible for monitoring and enforcing Liquor License conditions associated with any Footpath Trading and Activity Permit. Council will exercise its duty of care to refer any observed licensing breaches to these authorities.
- 20.6 A second offence relating to any Liquor License breach (as referred by the relevant agency) may result in the Footpath Trading and Activity Permit being revoked.

PART F - Administration

21. Contacts

Council's Customer Service will be the reference point for enquiries and/or applications for all footpath trading matters. Referral processes may be implemented involving input from relevant agencies and other sections of Council but not limited to the following:

- Local Laws
- Engineering Services
- Asset Management
- Strategic Planning
- Statutory Planning (if applicable)
- Building Services (if applicable)

22. Street Cleaning

- 22.1 All items such as tables, chairs, umbrellas, plants, goods displays, A-frame signs and other ancillary items must be removed and the footpath kept clear to facilitate cleansing between 1:00 a.m. and 7:00 a.m. on any day, unless otherwise approved.
- 22.2 The Permit Holder is responsible for keeping the Trading Zone area clean at all times. This would involve the reasonable removal of food/drink stains, cigarette butts, chewing gum or other contaminating matter from the pavement within the Trading, Kerbside and Pedestrian Zone in front of that premises. In instances of significant staining of the footpath where Council requires to conduct additional and intensive cleaning, the Permit Holder may be charged for that service.

23. Service Authority Works and Special Events

- 23.1 At times Utilities Services, Emergency Services or Council will require the use of a footpath or adjacent area to undertake works or to allow a Special Event or Activity to occur. This may include repair to infrastructure as a result of emergency works being undertaken. During such periods it is normal practice to give the Permit Holder a minimum of seven days notice to vacate the Trading Zone prior to the event.
- 23.2 In cases of an emergency, the Trading Zone may need to be cleared immediately by the Permit Holder. Council and/or the Utilities/Emergency Agencies shall not be responsible for any claim for loss of trade during the time of an emergency.

24. Public Liability Insurance and Indemnity

- 24.1 A Permit will not be issued unless the Applicant indemnifies Council against any law suit, action, proceeding, judgement, claim, demand, cost, expense, loss or damage for which Council becomes or may become liable in relation to the death or injury to any person or the damage to any property caused by a service, activity or structure authorised by a Permit, subject to clause 24.3.
- 24.2 The Permit holder must maintain a public liability policy of insurance, noting the interests of Council, for an amount of not less than \$10 million. The policy must be able to meet any possible claim which may be sustained against the

SSC Footpath Trading and Activity Guidelines 2014

Permit holder or Council in relation to the death or injury to any person or the damage to any property arising out of the occupancy authorised by the Permit, subject to clause 24.3.

- 24.3 The Applicant will not require public liability and indemnity if the application is for a group recognised as a Section 86 Committee of Council.

25. Applying for a Permit

To apply for a Permit, applicants need to:

- 25.1 Complete and sign the application and indemnity form;
- 25.2 Provide a site plan of existing conditions at a scale of 1:100 that accurately shows the width of building frontage and of the footpath from the outside edge of the kerb to the building lines, location of building lines and the type of abutting properties, existing trees, light poles, signs, existing street furniture, pits, fire hydrants, car parking and other features;
- 25.3 Provide a site plan at a scale of 1:100 that accurately shows the area and layout of the proposed footpath activity including the proposed location of chairs, tables, screens, heaters, umbrellas, advertising signs, goods displays or other items or activities;
- 25.4 State the number of internal seats as per the occupancy permit for the building as well as the number of external seats to be provided;
- 25.6 Provide toilets for patrons in accordance with the Building Act 1993 and the ratios prescribed in the National Construction Code, Volume 1;
- 25.7 Provide photographs or detailed drawings of the proposed furniture, item, activity or advertising logo including its size and location within the trading zone. This includes advertising on barriers and any equipment;
- 25.8 Provide a Certificate of Currency (Subject to Clause 24.3) in relation to a public liability policy of insurance, insuring against liability for the death of or injury to any person or damage to any property arising out of the occupancy that may be authorised by the permit which lists;
 1. **'Strathbogie Shire Council'** as an interested party
 2. A minimum of \$10 million in public liability
 3. The insured (including situation of risk)
 4. The Company insuring you
 5. Expiry Date
 6. Policy Number
- 25.9 Forward the prescribed application and fees (payable to **"Strathbogie Shire Council"**); and deliver the application form together with the above information and fee to:

Customer Service Strathbogie Shire Council PO Box 177 Euroa VIC 3666
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26. Permit Amendments

A new Permit is required and additional fees may apply;

- 26.1 If the Permit holder wishes to place additional items within the Trading Zone.
- 26.2 If the Permit holder requires significant changes to existing Permit conditions. (eg changing barrier types from canvas to glass, seating capacity, food displays etc.)
- 26.3 Upon change of ownership of a business where it is intended to change structures, seating capacity, barriers etc. If the same fixtures are intended to be used by the prospective proprietor, a transfer of the Permit can be processed subject to appropriate consents being obtained from both parties and the prescribed transfer form and fee being completed and lodged with Council.
- 26.4 When a business with a Permit for Fixed Barriers either wishes to discontinue with the use of Fixed Outdoor Dining Barriers or changes ownership and there is a declaration from prospective proprietor/s that the Fixed Barriers are not required, the current Permit holder is responsible for the removal of such structures and the reinstatement costs of Council infrastructure.

27. Decision Making

- 27.1 Local conditions will influence where items may be placed. An Authorised Officer cannot permit activity where it would compromise pedestrian or vehicle traffic safety or cause detriment to the amenity of the area. Relevant local conditions include the width of the footpath, proximity to major roads, parking restrictions, clearways, trees, angle parking, the number of pedestrians at particular times of day and the location of residences.
- 27.2 An Authorised Officer has the right to reject an application, modify the conditions of an existing permit or revoke a permit if:
 - 27.2.1 the sight of pedestrians crossing at an intersection or crossing is interfered with so as to obscure oncoming traffic;
 - 27.2.2 the sight of the driver of a vehicle is interfered with so as to not properly see pedestrians, signals or signs;
 - 27.2.3 the Permit requirements have not been complied with and there is continuing failure to comply;
 - 27.2.4 the permit holder fails to maintain public liability insurance;
 - 27.2.5 the Authorised Officer believes the activity will create a safety hazard to pedestrians, motorists or cyclists or cause detriment to the amenity of the area;
 - 27.2.6 the health and amenity of the area is compromised through the inability to provide toilet facilities where the total seating capacity of the business exceeds 20 seats.

SSC Footpath Trading and Activity Guidelines 2014

28. Permit Fee and Period of Permit

- 28.1 Fees may vary from year to year as adopted by Council.
- 28.2 Unless otherwise specified on the Permit, the Permit duration is for 12 months set over the financial year commencing 1st of July with expiry on the 30th of June each year, except in those instances when it is revoked by an Authorised Officer.
- 28.3 If an application is refused, the Permit fee is refunded to the applicant.
- 28.4 Upon written request and notification of cessation of use by a Permit holder, within the first three (3) months of the annual permit period, a pro-rata refund may apply to a level not exceeding 50% of the Permit fee.
- 28.5 additional fees may apply in cases where permits are not renewed by 30th of June.

29. Guidelines Alterations

- 29.1 The Strathbogie Shire Council will review the Footpath Trading and Activity Guidelines from time to time as required and reserves the right to make any alterations it deems necessary.

30. References

Clearance distances for the movement of pedestrian traffic in these guidelines reference *Austroads 2009, Guide to Road Design, Part 6A: Pedestrian and Cyclist Paths, Section 6: Design Criteria for Pedestrian Paths.*

Footpath Trading and Activity Guidelines
2014 review changes

Page	Clause	Description	Change
3		Key Background Information	Updated to reflect legislative and regulatory change
4		Purpose, Scope and Policy Statement	New Policy Statement incorporates policy within guidelines to provide clarity of purpose
6		Definitions	New, definitions not previously provided
8		PART A – FOOTPATH ZONES	Added inclusion of consideration to activity adjacent to disabled parking areas
8	1	Footpaths of a width of 2.9 to 3.5 metres	change from separate diagrams to single diagram with descriptive text
8	2	Footpaths of a width greater than 3.5 metres	clearance distances revised to reflect legislative and regulatory change
9	3	Footpaths of a width less than 2.9 metres	increased from 2.5 metres to reflect regulatory requirements
9	4	Duty of Care	New, places onus on permit holder regards a duty of care to comply
9	5	Multiple Permits	New, defined to simplify activities which would normally require multiple permissions
10		PART B – OUTDOOR DINING	corrected reference to Food Act and added reference to comply with Tobacco Act
10	6	Conditions of outdoor dining	additional controls over pedestrian clearways, supervision of animals & amenity
12	7	Barrier Screens	addition of controls against the use of barriers to support other structures, amenity & excess advertising
14		PART C – GOODS/ANCILLARY ITEMS ON THE FOOTPATH	new provision to prohibit display or advertising of goods relating to alcohol, tobacco or sexually explicit material
14	8	Goods for Sale	addition of minimum height controls, compliance with Food Act and items requiring planning/building approvals
15	9	Advertising Signs	addition of size, number and location controls for the purposes of road/pedestrian safety & amenity
17	10	Ancillary items (umbrellas, enclosures, heaters, pot plants, etc)	requirement that items will only be approved if associated with permitted food premises
17	11	Outdoor speakers/amplification equipment	No change, Not permitted due to amenity issues
17	12	Noise Emissions	No change
17	13	Heaters	No change
17	14	Umbrellas	Increased height from 2.2 to 2.5 metres in line with current regulation of obstruction free space
18	15	Full length awnings/blinds	Addition of note requiring building approvals
18	16	Planter Boxes	Addition of association with Outdoor Dining
18	17	Indication of the Footpath Trading Zone	No change
18	18	Permanent Fixtures on the Footpath	Addition of note to protect tactile treatments for visually impaired.
19		PART D – BUSKING/STREET PERFORMING	
19	19	Busking/Street Performing	New, no previous controls
20		PART E – ENFORCEMENT	
20	20	Enforcement of Footpath Trading and Activity Policy Statement	revised to align with legislative process and procedure, and set defined responsibility for enforcement
21		PART F – ADMINISTRATION	
21	21	Contacts	New, sets out internal contacts for referral of permit applications
21	22	Street cleaning	revised times to align with expanded trading hours
21	23	Service authority and works and special events	single clause revised to two clauses, to separate planned events from emergencies
21	24	Public liability insurance and indemnity	updated level of public liability from \$5 to \$10 million cover
22	25	Applying for a permit	Updated to current administrative practises
23	26	Permit Amendments	
23	27	Decision Making	additional requirement to provide toilet facilities in the case of 20 plus patrons
24	28	Permit fee and period of permit	Fee structure aligned to Council approved annual fee structure
24	29	Guidelines alterations	New, reserved right to amend guidelines as deemed necessary
24	30	References	provides reference for regulation of obstruction free space

9.7.3 Sustainable Development Reference Group

Author and Department

Director, Sustainable Development / Sustainable Development Directorate

File Reference

Doc ID 48082

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

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

Summary

Council is committed to public participation and utilising the human capital resource of the general community to assist in the achievement of the Council Plan and the strategies that govern the future of the Shire.

Having regard to the above, it is recommended to resolve to appoint a Sustainable Development Reference Group which will provide an invaluable resource to help Council meet its strategic goals by providing a point of reference for developments on public land and other environmental and sustainable initiatives. This is consistent with the following Council Plan objectives:

- Goal 2
 - To promote and foster sustainable development in our natural and built environment (Environment).
- Goal 5
 - Encourage investment and development into the Shire by having a responsive and proactive business development culture (Industry, Business and Investment).

In addition the establishment of the reference group is a “Strategic Indicator (measure)” of the current Council Plan.

The key responsibility of the Committee is to provide feedback and advice to Council on the following objectives:

- Providing for the fair, orderly, economic and sustainable use and development of public land.
- Protecting natural resources and maintaining the ecological processes and genetic diversity.
- Securing safe and liveable urban and rural environments.
- Conserving and enhancing culturally or socially significant buildings or areas.
- Facilitating sustainable development.
- Balancing the present and future interests of all Shire residents and visitors.

The role of the Sustainable Development Reference Group is to:

- a) Act as a reference group for developments and projects on public land for which Council seeks public input.

9.7.3 Sustainable Development Reference Group (cont.)

- b) Provide advice to Council on environmental and sustainable development initiatives that could be included into the Council Plan or budget process.
- c) Provide advice to Council on any new or reviewed Council Strategies which impact on the environment and/or sustainable land use planning.

For example (but not limited to):

- Roadside Conservation Plan
 - Waste Management Strategy
 - Environmental Management Strategy
 - Planning Scheme review
- d) Respond to requests by Council for advice in relation to environmental and land use sustainability.

RECOMMENDATION

That Council resolve to:

- 1. Appoint a Sustainable Development Reference Group and adopt the Sustainable Development Reference Group Charter as per the draft Charter attachment.**
- 2. Appoint Council, community and agency representatives as per the draft Charter attachment.**

Background

The Committee shall be Reference Group of Council and not a decision making body. The Council will review the Sustainable Development Reference Group within 12 months after the election of Councillors; which is every four years.

The Committee is recommended to consist of the following representatives:

- Councillors (2)
- Council Officers (2, Director & Manager Economic Growth)
- Victorian Farmers Federation (1, Shire resident)
- Euroa Environmental Group (1)
- Friends of the Sevens Creek (1)
- Honeysuckle Recreational Environment Project (HREP) (1)
- Nagambie Waterways Committee (1)
- Strathbogie Pine Action Group (1)
- Hughes Creek Group (1)
- Business Enterprise Euroa (1)
- Nagambie Lakes Tourism & Commerce (1)
- Intensive Agriculture Industry (1)

9.7.3 Sustainable Development Reference Group (cont.)

Agency Representatives (non-voting members)

- EPA Victoria (1)
- Department of Environment & Primary Industries (1)
- Goulburn Broken Catchment Management Authority (1)
- Goulburn Murray Water (1)

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

Alternative Options

The alternative is not to appoint such a reference group and remain with the status quo.

Risk Management

There are no risk management issues associated with the appointment of the reference group, i.e. they are not a decision making body of Council.

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

Financial implications are immaterial and will be contained within current budget allocations.

Economic Implications

The author of this report considers that the recommendation has no significant economic implications for Council or the broader community. However, the committee will complement the current strategic development initiatives of Council.

Environmental / Amenity

The author of this report considers that the recommendation will assist in the improvement and security of significant environmental and amenity assets of Council.

Community Implications

The author of this report considers that the recommendation will allow more community input into the decision making of Council.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

9.7.3 Sustainable Development Reference Group (cont.)

Legal / Statutory Implications

The establishment of the Sustainable Development Reference Group will be in accordance with the *Local Government Act 1989*.

Consultation

Consultation was conducted via the drafting and implementation of the current Council Plan.

Attachments

Draft Sustainable Development Reference Group Charter



SUSTAINABLE DEVELOPMENT REFERENCE GROUP CHARTER

Endorsed by Council

STRATHBOGIE SHIRE COUNCIL

CHARTER OF THE SUSTAINABLE DEVELOPMENT REFERENCE GROUP

1. CONSTITUTION

- 1.1 The Strathbogie Shire Council ("Council") has resolved to appoint a Sustainable Development Reference Group ("Committee").
- 1.2 The Committee shall be Reference Group of Council and not a decision making body.
- 1.3 The Council will review the Sustainable Development Reference Group within 12 months after the election of Councillors; which is every four years.

2. RESPONSIBILITY OF THE COMMITTEE

The key responsibility of the Committee is to provide feedback and advice to Council on the following objectives:

- Providing for the fair, orderly, economic and sustainable use and development of public land.
- Protecting natural resources and maintaining the ecological processes and genetic diversity.
- Securing safe and liveable urban and rural environments.
- Conserving and enhancing culturally or socially significant buildings or areas.
- Facilitating sustainable development.
- Balancing the present and future interests of all Shire residents and visitors.

3. TERMS OF REFERENCE

The role of the Sustainable Development Reference Group is to:

- a) Act as a reference group for developments and projects on public land for which Council seeks public input.
- b) Provide advice to Council on environmental and sustainable development initiatives that could be included into the Council Plan or budget process.
- c) Provide advice to Council on any new or reviewed Council Strategies which impact on the environment and/or sustainable land use planning. For example (but not limited to):
 - Roadside Conservation Plan
 - Waste Management Strategy
 - Environmental Management Strategy
 - Planning Scheme review
- d) Respond to requests by Council for advice in relation to environmental and land use sustainability.

4. COMMITTEE MEMBERSHIP

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

- Councillors (2)
- Council Officers (2, Director & Manager Economic Growth)
- Victorian Farmers Federation (1, Shire resident)
- Euroa Environmental Group (1)
- Friends of the Sevens Creek (1)
- Honeysuckle Recreational Environment Project (HREP) (1)
- Nagambie Waterways Committee (1)
- Strathbogie Pine Action Group (1)
- Hughes Creek Group (1)
- Business Enterprise Euroa (1)
- Nagambie Lakes Tourism & Commerce (1)
- Intensive Agriculture Industry (1)

Agency Representatives (non-voting members)

- EPA Victoria (1)
- Department of Environment & Primary Industries (1)
- Goulburn Broken Catchment Management Authority (1)
- Goulburn Murray Water (1)

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

5. TERM OF APPOINTMENT

5.1 Public members hold their appointment in their own right whilst members nominated by a particular agency will represent that agency.

5.2 Public members of the Committee appointed for a period of two (2) years shall be eligible for re-appointment to the Committee for a further term of two (2) years each.

5.3 A member of the Committee may resign his/her position at any time.

5.4 The Committee is empowered to declare a Committee member's (excluding Agency Members) position vacant if he/she fails to attend 3 consecutive meetings without leave by resolution duly passed.

5.5 The Council shall appoint another person to fill any vacancy caused by the resignation of any member of the Committee.

5.6 Any person appointed to fill a vacancy on the Committee shall hold office for the unexpired portion of the previous member's term of office.

6. **NOMINATION OF MEMBERSHIP**

- 6.1 The Council shall invite nominations from each of the groups and agencies not less than one (1) month prior to the date of the termination of the term of office of the representatives.
- 6.2 Council has the right to veto any nomination if the nominee is deemed to be unsuitable for the purpose of the Committee.

7. **CHAIRPERSON**

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

8. **SECRETARY**

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

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

9. **REPORTING**

- 9.1 The Committee shall submit quarterly reports to the Assembly of Council, or as needed, and, in addition, shall submit an Annual Report not later than June in each year, for inclusion in the Council's Annual Report.

10. **DELEGATIONS**

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

11. **FINANCES**

- 11.1 An advisory committee of the Council has no delegated authority to expend monies.

12. **INSURANCES**

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

13. MEETINGS OF THE COMMITTEE

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

14. QUORUM

- 14.1 A quorum is formed when a simple majority of members of the Committee is present at a meeting. This excludes Agency Members which do not have any voting rights.

15. REVIEW

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

16. PECUNIARY INTERESTS

- 16.1 Members of an advisory committee of the Council are obliged to submit returns of pecuniary interest.

This **Strathbogie Shire Council Sustainable Development Reference Group Charter** is made on behalf of Strathbogie Shire Council by its Chief Executive Officer under the authority of the Instrument of Delegation.

SIGNED by Steve Crawcour
Chief Executive Officer of the Strathbogie Shire Council

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Dated:

9.7.4 Property: 59 Hill Street, Longwood

Author and Department

Director, Sustainable Development / Sustainable Development

File Reference

Doc ID 48516

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

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

Summary

This report is presented to Council to seek permission to commence proceedings to rectify two (2) major issues associated with the property located at 59 Hill Street, Longwood:

1. An existing derelict dwelling which is a safety risk to the public and a blemish to the amenity of the streetscape.
2. Unpaid rates and property charges.

The Longwood community, via the Action Group, has requested Council to resolve issue number one as a matter of priority.

When considering the options available to Council under the relevant legislation, e.g. *Local Government Act*, the following was considered as the main objectives:

- The demolition of the existing dwelling on the property; and
- The recovery of all outstanding rates and charges owing on the property.

To achieve these objectives, the following two (2) options were available:

1. Sell the property to collect the unpaid rates with an agreement between the new owner and Council under Section 173 of the *Local Government Act* to demolish the property; or
2. Transfer the property to itself (Council) for unpaid rates, then demolish the house, then sell the vacant land.

Analysis of Options

Option 1: *Sell the property with a Section 173 agreement to demolish the property*

Advantage:

- Rates and charges are recovered.
- Purchaser bears the risk and costs associated with the demolishing the building.

9.7.4 Property: 59 Hill Street, Longwood (cont.)

Risk:

- There is no willing buyer due to the S173 agreement to demolish.
- If sold, the new owner doesn't comply with agreement and/or substantially delays the demolition of the building, i.e. becomes an enforcement process for Council.
- Greater chance of long term risk and adverse amenity to Longwood community.

Option 2: *Transfer the property to itself (Council) for unpaid rates, then demolish the house, then sell vacant land.*

Advantage:

- Rates and all applicable costs are entitled to be offset against the transfer, e.g. if valuation is \$50,000, and rates and costs, etc. are \$40,000, then the mortgagee and owners (if they come forward) are only entitled to \$10,000. (NB: figures are for example purposes only and do not reflect any actual costs, etc.)
- Council can demolish building immediately after transfer.
- Council can sell vacant land.
- The vacant land returns to a *viable* "rateable" property, i.e. increase in rate revenue.
- Council retains control of the whole process and timing.

Risk:

- Rates and costs exceed the valuation, i.e. loss to Council.
- Demolition costs are not recovered by vacant land sale, e.g. profit from sale less than house removal costs.

It is the officer's opinion that the risks in option 1 are greater (high risk) than in option 2 (low risk). That is based on the current estimated costs and valuations, e.g. no financial loss to Council, and that if Council had to proceed with enforcement action; this can take 2 to 5 years (sometimes without the desired outcome). Furthermore it is considered that **option 2** is more consistent with our duties and objectives under the Local Government Act, e.g., "*the primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions*".

RECOMMENDATION

That Council authorise the Director Sustainable Development to:

- 1. Commence the statutory procedures under section 181 of the *Local Government Act (Vic)* to transfer to Council the properties contained in Crown Grant Volume 0588 Folio 537 and Volume 6378 Folio 578, together known as 59 Hill Street, Longwood, for unpaid rates; and**
- 2. Sign and seal all appropriate documentation to finalise the transfer; and**

9.7.4 Property: 59 Hill Street, Longwood (cont.)

3. Demolish the existing dwelling when transferred to Council ownership.

Background

The recommendations of this report have been prepared in consultation with representatives of the Longwood Action Group, Councillors and relevant officers, to ensure that the direction Council endorses is the option preferred by all parties.

In summary the following items will be addressed by endorsing option 2:

- The Longwood community and Council want to remove the derelict house for safety and amenity reasons.
- Council needs to collect outstanding rates and charges.
- The property has two allotments in different ownership (titles) and the house is built across both.
- The owners are not known to Council and no one has come forward to make a claim.
- Westpac is the mortgagee for one lot only and has shown no interest in exercising its power to recovering outstanding debt, and it has been impossible for Council staff and our solicitors to contact a relevant Westpac officer to discuss.

It should be noted that Council does not need approval from Westpac to exercise either option; also we don't require assistance from them.

Alternative Options

The options have been outlined in the body of the report.

Risk Management

The recommendation will eliminate a significant public risk.

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

It is estimated that the project should realise a "break-even" position, or depending on the vacant land sale, a small profit or loss. However, if no action is taken, the financial risk associated with the public risk could be high.

9.7.4 Property: 59 Hill Street, Longwood (cont.)

Economic Implications

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

Environmental / Amenity

The author of this report considers that the recommendation will assist in the improvement of amenity and safety for the Longwood community.

Community Implications

Refer above.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

The process will be in accordance with the *Local Government Act 1989*.

Consultation

Consultation was undertaken with representatives of the Longwood Action Group.

Attachments

Aerial photograph



9.7.5 Proposed Sale of Unused Road Reserve on Horseshoe Bend Lane and Euroa Strathbogrie Road, Kelvin View

Author and Department

Director Asset Services / Asset Services Directorate

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

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

Summary

Council has resolved to consider at this meeting, written and verbal submissions received on May 27, 2014 in relation to the proposed sale of unused road reserve on Horseshoe Bend and Euroa-Strathbogrie Road, Kelvin View.

RECOMMEDATION

That Council:

- 1. Proceed with the discontinuance and sale of part of the Euroa-Strathbogrie Road frontage to Lot 1, PS425607Q and publish notice in the Government Gazette, and**
- 2. Advise the applicant to approach the Department of Environment and Primary Industries to effect any closure and sale of part of the Horseshoe Bend Land frontage.**

Background

- On April 15, 2014 Council resolved to:
 1. Authorize the giving of public notice of the intention to discontinue and sell to the adjoining landowner, at valuation, part road at Horse Shoe Bend Lane and Euroa Strathbogrie Road, Kelvin View under Section 206 and Schedule 10, Clause 3 of the *Local Government Act 1989*.
 2. Obtain a current land valuation for the discontinued land from a certified practicing valuer.
 3. Invite submissions under Section 223 of the *Local Government Act 1989*.
 4. Proceed with the discontinuance and sale if no submissions are received under Section 223 of the *Local Government Act 1989*, and publish notice in the Government Gazette.

9.7.5 Proposed Sale of Unused Road Reserve on Horseshoe Bend Lane and Euroa Strathbogie Road, Kelvin View (cont.)

- Public notice was given on April 23, 2014 inviting submissions on the proposed sale under Section 223 of the Local Government Act 1989.
- Eleven submissions were received regarding the proposal.
- Council received the submissions at a Special Meeting of Council on May 27, 2014 and resolved to consider them at the Ordinary Meeting on June 17, 2014.

Officers Comments

The old Country Roads Board (CRB) Strathbogie Main Road originally passed to the East of the current Morphet land. The Main Road was realigned on the East in 1921, refer attached plan – ref CRB21-99^A.

Approximately 24 years ago the road was realigned again to the west side of the property – refer attached Plan of Subdivision PS425607Q.

The areas of land identified for sale to Mr. Morphet are both contained within the realigned road boundaries and surplus to the needs of Council, being the present day road manager.

Council has powers under the Local Government Act 1989 to close and sell land within a road where the land was originally private land or where crown land has been vested in Council following road exchange. Otherwise the power to close and sell rests with the Crown, Department Environment and Primary Industry (DEPI) being the representative.

The submission from DEPI indicates that the land proposed to be sold in the East remains recorded as Crown Land and asks Council to furnish any evidence of vesting in Council.

As a result of further research and with the assistance of Solicitors Tehan George the best available information is that shown on the first attachment. It shows the realignment to have been achieved by road widening, not road exchange. There is opinion that the CRB acted that way so as to retain the use of disused land for stockpile purposes.

It is the Director Asset Services view that under the circumstances Council can proceed with the closure and sale of land to the West, but should advise Mr Morphet to approach DEPI to act on any closure and sale of land in the East.

Alternative Options

The author has considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

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

9.7.5 Proposed Sale of Unused Road Reserve on Horseshoe Bend Lane and Euroa Strathbogie Road, Kelvin View (cont.)

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The proposed sale has not been specifically included in budget program.

Economic Implications

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

Environmental / Amenity

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

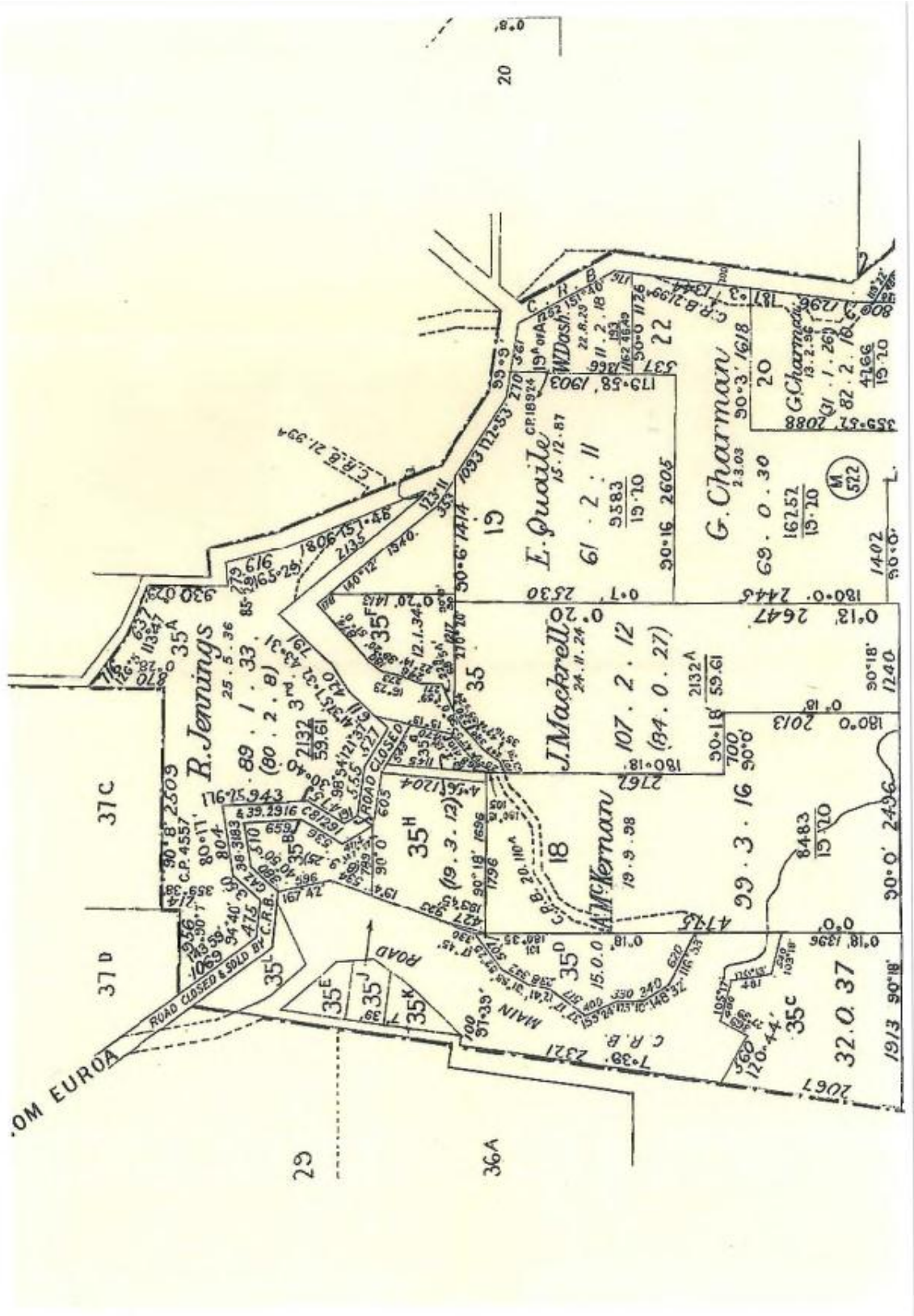
The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

Consultation

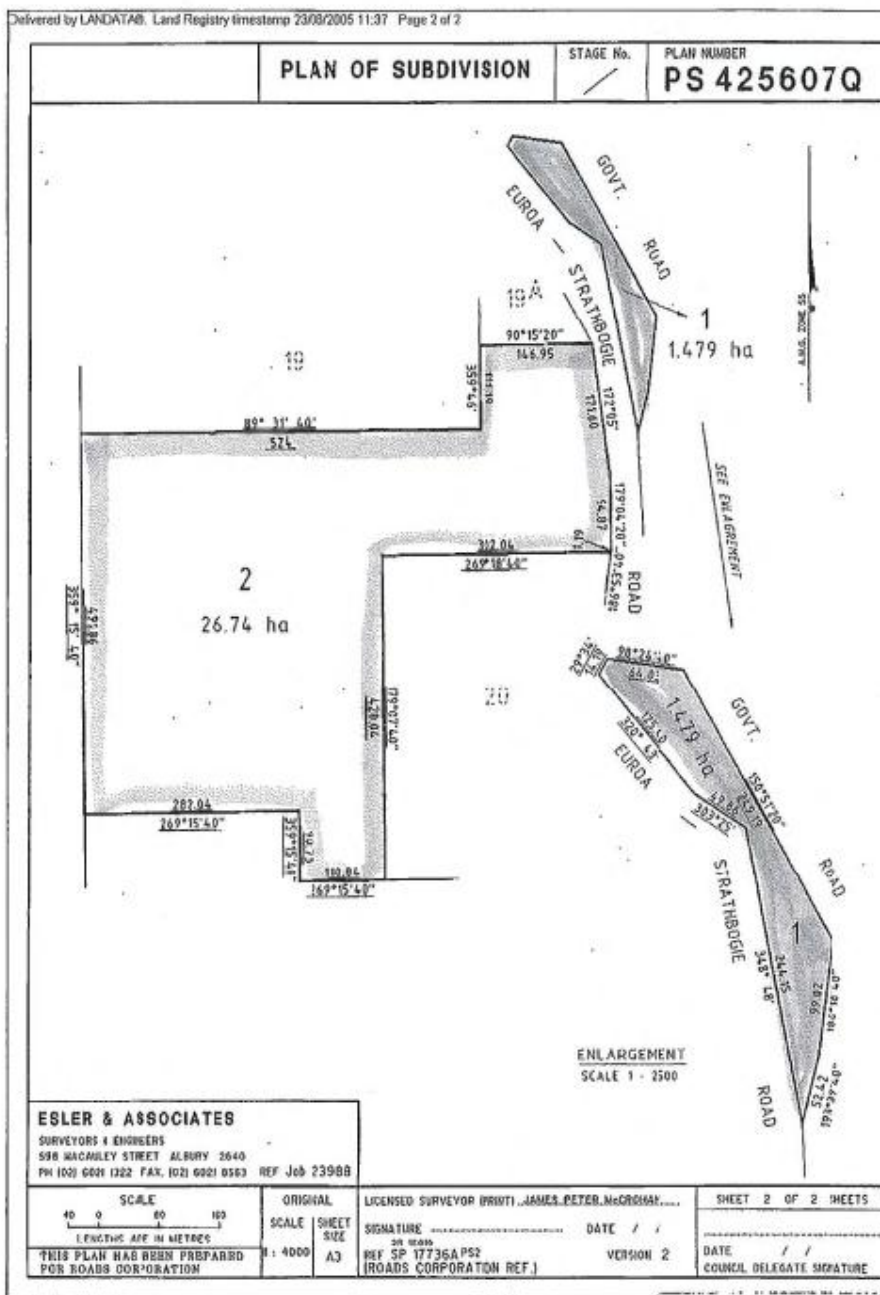
Consultation was via the Section 223 process calling for public submission on the proposed sale.

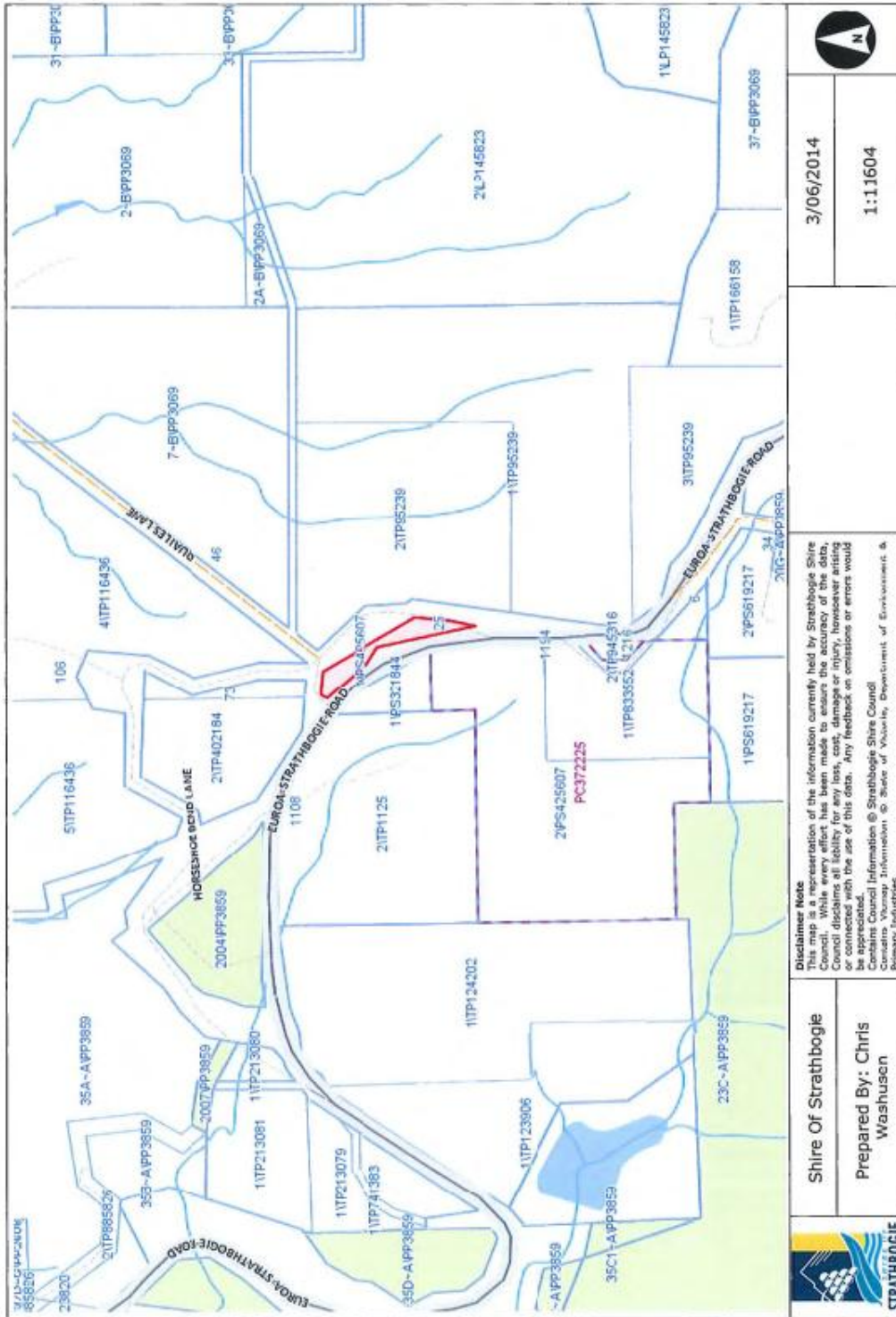
Attachments


1. Part Parish Plan showing CRB 21-99^A road widening.
2. Plan of Subdivision PS425607Q
3. Locality Plan



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	Shire Of Strathbogie Prepared By: Chris Washusen	Disclaimer Note This map is a representation of the information currently held by Strathbogie Shire Council. While every effort has been made to ensure the accuracy of the data, Council disclaims all liability for any loss, cost, damage or injury, howsoever arising or connected with the use of this data. Any feedback on omissions or errors would be appreciated. Contains Council Information © Strathbogie Shire Council Contains Vicmap Information © State of Victoria, Department of Environment & Primary Industries	3/06/2014
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9.7.6 Proposed Sale of Lot 1, TP698824R, 17A Lily Street, Violet Town

Author and Department

Director Asset Services / Asset Services Directorate

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

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

Summary

Council has resolved to consider at this meeting, written and verbal submissions received on May 27, 2014 in relation to the proposed private sale, at a minimum of valuation, of 17A Lily Street Violet Town.

RECOMMEDATION

That, having considered submissions made under the Section 223 process, Council resolve to proceed with the private sale of Lot 1, TP698824R, 17A Lily Street, Violet Town, at a minimum of valuation.

Background

- On April 15, 2014 Council resolved to:
 1. Obtain a current land valuation for Lot 1, TP698824R, Lily Street Violet Town from a Certified Practising Valuer.
 2. Sell Lot 1, TP698824R, Lily Street Violet Town by Private Sale at a minimum of valuation, subject to consideration of submissions under Section 223 of the *Local Government Act 1989*.
 3. Invite submissions under Section 223 of the *Local Government Act 1989*.
 4. Proceed with sale if no submissions are received under Section 223 of the *Local Government Act 1989*.
- Public notice was given on April 23, 2014 inviting submissions on the proposed sale under Section 223 of the Local Government Act 1989.
- At the closing time of 5pm on 20 May, 2014 two submissions were received.
- Council received the submissions at a Special Meeting of Council on May 27, 2014 and resolved to consider them at the Ordinary Meeting on June 17, 2014.
- A land valuation has been received from valuer Opteon. Should Council resolve to proceed with the proposed sale a Real Estate Agent will be appointed via an expression of interest process.

9.7.6 Proposed Sale of Lot 1, TP698824R, 17A Lily Street, Violet Town (cont.)

Alternative Options

The author has considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

Best Value / National Competition Policy (NCP / Trade Practices Act (TPA) implications

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

Financial / Budgetary Implications

The proposed sale has been specifically included in the 2014/15 budget program, with a forecast net return to Council of \$50,000.

Economic Implications

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

Environmental / Amenity

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

Consultation was via the Section 223 process calling for public submission on the proposed sale.

Attachments

Nil

9.7.7 Financial Report – May 2014

Author / Department

Director, Corporate and Community / Corporate and Community Directorate

Disclosure of Interest

No officers providing advice in relation to this report have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

Summary

Appended to the Agenda is a copy of Council's Financial Report for the period ending 31 May 2014.

The report contains the Standard Income Statement, Balance Sheet, Cash Flow Statement /Schedule of Investments and Statement of Capital Works.

The operating surplus for the eleven months period ending 31 May 2014 was \$3,964,219. At 31 May 2014 Total Revenue budgeted \$24,477,232 and YTD Actual \$24,562,916 resulting in a variance (\$85,684). At 31 May 2014 Total Expenditure budgeted \$23,799,320 and YTD Actual \$20,598,696 resulting in a variance (\$3,200,624).

Capital works Mid -Year Budget Review figures for May YTD Budget \$7,535,188 as at 31 May 2014, total capital works was \$5,394,636. This is under by \$2,201,890. Items currently on order are committed total \$1,078,816. Overall the YTD Capital Works committed \$6,473,452. The overall variance from May budget is \$1,061,736.

Identified works to be carried over to 14/15 include:

- part of the Saleyards Improvements Project \$200K totaling \$450k for that project in 2014/15
- Euroa Seven Creek Park Facilities Development \$250K

Further details of the variance to budget are detailed in the Financial Overview.

RECOMMENDATION

That the Financial Report for the ten months ended 31 May 2014 be noted.

Background

Council considers and notes quarterly Financial Reports in accordance with the Local Government Act 1989 (Act). Under Section 137 and 138 of the Act, Council must establish and maintain a budgeting and reporting framework that is consistent with the principles of sound financial management. This report satisfies those requirements.

9.7.7 Financial Report – May 2014 (cont.)

Alternative Options

Officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified as the report is consistent with the Local Government Act 1989 obligations.

Risk Management

Regular Financial Reporting in accordance with the Local Government Act 1989 support Council's focus on Risk Management.

Strategic Links – Policy implications and relevance to Council Plan

The report is consistent with Council Policies, key strategic documents and the Council Plan.

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

The report is consistent with Best Value, National Competition Policy and Competition and Consumers Act 2010 requirements.

Financial / Budgetary Implications

The attached report, in conjunction with the detailed briefing to Council, considers all Financial and Budgetary implications for the Financial Year ending 30 June 2014.

Economic Implications

The attached report, in conjunction with the detailed briefing to Council, considers all Economic implications for the Financial Year ending 30 June 2014.

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 1006

This report does not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 1006.

Legal / Statutory Implications

Consideration and adoption of quarterly financial reports as per the Local Government Act 1989 ensures Council complies with its Legal and Statutory obligations.

Consultation

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

Attachments

May Financial Report

FINANCIAL OVERVIEW - ELEVEN MONTHS ENDED 31 MAY 2014

The Financial Overview to 31 May 2014 identifies total revenue \$ 24,562,916 with expenditure \$20,598,696 resulting in a surplus to date \$3,964,219. The YTD May variation of budget to actual is (\$3,286,307). This is made up of a number of variances that are outlined below.

Capital works Current Budget to 31 May 2014 \$7,535,188 achieved expenditure \$5,394,636 resulting in a variation to the budget of \$2,201,890. Year to date total committed is \$6,473,452. Items on order awaiting finalisation total \$1,078,816. Most variations are due to timing issues and some major items will be carried forward into 2014/15 as discussed in consideration of Budget 2014/15.

Delays on commencement dates for Euroa Seven Creek Park Facilities and part of the Saleyards Improvements currently estimated at \$425,000 will require budget to be carried forward to the 2014/15 Capital Works Program.

Mid -Year Review Current Budget May total for Capital Expenditure \$7,535,188. The Capital works program forecast (April review) to 30 June is \$7,672,642. 31 May actual \$5,394,636 is \$2,201,890 under Mid Year Review May budget. Further detailed forecasts for 2013/14 June Capital Expenditure and carried forward figures will be presented at the meeting.

Income Statement (Fav) / Unfav. Variance for 31 May 2014

Income

<u>Rates</u>	<u>68,215</u>	Increased discount on Elloura rates 43k and 2014 supplementary valuations.
		Fire services Property levy raised \$1.6 million as part of rate 2013/14 (held in Trust in Balance Sheet)
<u>User Fees</u>	<u>132,000</u>	variances in Community Development delivery of HACC programs 132k. Permanent variation.
	<u>1</u>	
	<u>16,799</u>	Saleyards income 17k Main variance December sale cancelled due to heat.
	<u>(10,253)</u>	Waste Management – tip fee collections higher
<u>Contributions</u>	<u>20,000</u>	Favourable payments towards new infrastructure assets. Honoring Our Heros Committee contribution 20k
<u>Other</u>	<u>15,000</u>	Timing Variance Caravan Park Lease Commonwealth Road of access 13k due to increase %
	<u>(13,000)</u>	
<u>Grants - Recurrent</u>		
• Boho Fire 2013	<u>75,000</u>	Unfavourable timing variation.
• Grants Commission	<u>24,667</u>	Permanent variation – reduction in grant.
• Local Roads Grants	<u>(15,642)</u>	Permanent variation in grant funds

Grants - Non-Recurrent

- Seven Creeks Park Facility grant 250,000 Unfavourable, grant yet to be received in 2014.
- Violet Town Railway Station Pedestrian & Cycling Project (10,000) Favourable, grant received requires 10k matching expenditure in 2014 capital works
- Tobacco Compliance Grant (5,000) Will require 5k matching expenditure
- Memorial Park Redevelopment Grant 50,000 Timing variance funds yet to be received

Other Revenue

- Interest on Investments (64,573) Higher return on investments Permanent variation expected.

Expense

Employee (510,000) Timing variance due to payroll period end after month 60k
150k salary transferred to Materials for delivery
300k due to 3% variance in salary calculation

(153,44) 150k HACC program staff costs reduction matching reduced revenue and delivery variance

(153,448) Capital Program includes **116k** of Wages costs and **37k** of Plant hire

Contracts and Materials

Share services costs (15,421) Timing difference will match in 2014
Staff training 25,000 Additional workforce planning costs
Legal Expenses/HR 15,000
Supplementary Valuations/revaluation Costs (61,000) Timing variance
Heads of the River (17,591)
Saleyards (various) (26,254)
Annual Maintenance IT /Telecommunication (89,000) Timing variance
Environmental Health Serv: Contractor Costs (24,897)

Repositioning Nagambie Post Bypass (20,000) Timing variance
Nagambie Waterways Rec & Comm Stra (20,000) Included in strategic projects
Briefs Strategic Projects (20,000) Offsets Preliminary Plans Funded projects

Compliance Contract (22,104) Timing of payment.
Boating Safety (9,000) Timing of payment
Condition assessments various reports (23,332) Timing variance
Fire Access tracks (99,530) Timing of works and reduced approval variation.

Garbage Collection (30,859) Timing variance in contract payments
Recycling Collection (26,415)
Tipping Fees Mitchell Council (29,095) As above

HACC program costs (140,663) Permanent variation - expenditure YTD down on service budget.

Meals on Wheels (55,128) Billing variance
Parks and reserves operations (230,753) Timing and Billing variance
Roads and Bridges Maintenance (293,162) Timing variance
Roadside Pest & Weed Management (24,070) Works yet to complete

Mid Year Budget Review phasing
adjustments:

Green Waste Collections
Nagambie Main Street
Euroa Conference Centre

127,100
475,000
205,000

Not proceeding in 13/14 reducing
overall reduced to 200k in 13/14
Reducing expenditure in 13/14

STRATHBOGIE SHIRE COUNCIL

Profit and Loss Statement 2013/2014

REVENUE	Mid Year Review 2013/14	Forecast June 2014	Variance	YTD Budget May 2014	YTD Actual May 2014	Variance to YTD Budget May 2014
Rates and Charges	15,207,100	15,117,744	89,356	15,207,100	15,118,251	88,849
Statutory Fees & Fines	295,900	290,300	5,600	285,019	284,358	661
User Fees	1,285,808	1,017,041	268,767	1,054,955	945,719	109,236
Contributions	257,772	601,922	(344,150)	274,435	271,838	2,597
Grants - Recurrent	4,157,265	4,555,137	(397,872)	4,267,977	4,291,359	(23,382)
Grants - Non-recurrent	3,918,761	3,090,761	828,000	3,401,761	3,161,717	240,044
Other Revenue	351,700	519,300	(167,600)	399,441	507,926	(108,485)
Operating Revenue Total	25,474,306	25,192,205	282,101	24,890,688	24,581,167	309,521
Net Loss on Disposal Assets	(551,140)	(300,000)	(251,140)	(413,456)	(18,251)	(395,205)
Proceeds from sale of assets		300,000				
Total Revenue	24,923,166	25,192,205	(269,039)	24,477,232	24,562,916	(85,684)
EXPENDITURE						
Employee	10,057,070	9,785,303	271,767	9,157,030	8,343,226	813,804
Contracts, Materials & Services	10,315,567	9,890,619	424,948	10,043,002	7,731,449	2,311,553
Bad and doubtful debts	2,000	4,200	(2,200)	2,000	4,155	(2,155)
Depreciation	4,693,900	4,693,797	103	3,936,053	4,236,251	(300,198)
Finance	149,884	149,884	-	137,394	133,962	3,432
Other Expenses	321,400	174,092	147,308	523,841	149,653	374,188
WDV Infrastructure Renewed	400,000	400,000	-	-	-	-
	25,939,821	25,097,895	841,926	23,799,320	20,598,696	3,200,624
Surplus/Deficit	(1,016,655)	94,310	(1,110,965)	677,912	3,964,219	(3,286,307)

STRATHBOGIE SHIRE COUNCIL

Balance Sheet 2013/2014

	Adopted Budget 2013/2014 \$	Mid Year Review 2013/2014	May 2014 \$
<u>Current Assets</u>			
Cash and cash equivalents	5,123,000	5,078,530	9,430,716
Trade and other receivables	1,597,000	1,210,000	2,444,587
Other Assets	351,000	370,000	61,258
Inventories	118,000	14,000	17,612
Non- current assets for resale	-	-	-
Total Current Assets	7,189,000	6,672,530	11,954,173
<u>Non-Current Assets</u>			
Financial assets	2,000	4,000	2,032
Investments in associates	156,000	424,000	212,251
Property, plant and equipment,infrastructure	224,495,000	226,797,850	226,711,799
Total Non-Current Assets	224,653,000	227,225,850	226,926,082
Total Assets	231,842,000	233,898,380	238,880,255
<u>Current Liabilities</u>			
Trade and other payables	2,007,000	526,241	760,302
Trust funds and deposits	420,000	503,000	478,900
Fire Services Property Levy	-	-	639,767
Provisions	2,273,000	2,636,000	2,716,843
Interest bearing loans and borrowings	611,000	469,000	38,301
Total Current Liabilities	5,311,000	4,134,241	4,634,113
<u>Non-Current Liabilities</u>			
Trust funds and deposits	68,000	67,900	67,980
Provisions	590,000	598,000	393,471
Interest bearing loans and borrowings	2,137,000	2,279,000	1,948,076
Total Non-Current Liabilities	2,795,000	2,944,900	2,409,527
Total Liabilities	8,106,000	7,079,141	7,043,640
Net Assets	223,736,000	226,819,239	231,836,615
<u>Equity</u>			
Accumulated Surplus	73,037,000	72,419,287	77,636,663
Reserves	150,699,000	154,399,952	154,199,952
Total Equity	223,736,000	226,819,239	231,836,615

STRATHBOGIE SHIRE COUNCIL
Cash Flow Statement
for 11 Months ended May 2014

	Adopted Budget	Mid Year Review	May-14
	Inflows	Inflows	Inflows
	(Outflows)	(Outflows)	(Outflows)
Cash flows from operating activities			
Rates and charges	15,237,000	15,207,000	16,190,315
Statutory fees and fines	298,000	296,000	284,358
User fees	1,311,000	1,285,000	(1,101,993)
Contributions	115,000	258,000	271,838
Grants	8,789,000	8,076,000	7,453,076
Interest	200,000	200,000	264,573
Other receipts	19,000	152,000	243,353
Net GST refund/overpayment	0	-	1,155,614
Payments to suppliers	(11,048,000)	(10,315,000)	(8,584,030)
Payments to employees (including redundancies)	(9,737,000)	(10,060,000)	(8,373,672)
Other payments	(319,000)	(319,000)	(153,808)
Total cash outflows from operating activities	4,865,000	4,780,000	7,649,624
Cash flows from investing activities			
Payments for property, plant and equipment, infrastructure	(8,909,000)	(8,396,000)	(5,582,338)
Payments for landfill rehabilitation	(525,000)	(525,000)	
Proceeds sales of property, plant and equip, infrastructure	1,450,000	1,450,000	18,251
Net cash used in investing activities	(7,984,000)	(7,471,000)	(5,564,087)
Cash flows from financing activities			
Finance costs	(150,000)	(150,000)	(133,962)
Trust funds and deposits	-	-	322,054
Proceeds from interest bearing loans and borrowings	800,000	800,000	
Repayment of interest bearing loans and borrowings	(468,000)	(468,000)	(430,264)
Net cash provided by (used in) financing activities	182,000	182,000	(242,172)
Net cash provided by (used in) financing activities			
Net increase (decrease) in cash and cash equivalents	(2,937,000)	(2,509,000)	1,843,365
Cash and cash equivalents at 30/06/2013	7,587,000	7,587,000	7,587,351
Cash and cash equivalents at end of year/month	4,650,000	5,078,000	9,430,716

Strathbogie Shire Council 2013/2014
Account Details - Investments
End of Month February 2014 Balance Sheet Reports

Investments	%	YTD
Split by Bank	Held	Actual
60005- 60006 Investments: ANZ	14%	1,104,923
60007 Investments: CBA Term Deposits	29%	2,300,000
60008 Investments: GMCU Term Deposits	7%	600,000
60009 Investments: NAB Term Deposits	35%	2,800,000
60020 Long Service Leave Invest. (NAB product)	15%	1,200,000
Investments		8,004,923

Strathbogie Shire Council
Capital Account Type
Directorate Details
For Period May 2014

Directorate	Adopted Budget	Mid Year Budget Review Current Budget	April Review EOY June Forecast	Variance	YTD Budget	YTD Actual	YTD Variance	YTD Budget Variance %
Land	\$ 1,913,540	\$ 1,411,540	\$ 1,215,823	\$ 195,717	\$ 1,095,882	\$ 465,818	\$ 630,064	28.61%
Buildings - Municipal Properties	\$ 1,272,500	\$ 912,500	\$ 608,505	\$ 303,995	\$ 820,525	\$ 505,923	\$ 314,602	14.29%
Furniture and Equipment (Inc. Info. Services)	\$ 530,770	\$ 545,130	\$ 489,374	\$ 55,756	\$ 500,901	\$ 398,054	\$ 102,847	4.67%
Plant & Machinery	\$ 667,000	\$ 667,000	\$ 667,000	\$ -	\$ 532,001	\$ 303,001	\$ 229,000	10.40%
Bridge Construction	\$ 932,900	\$ 932,900	\$ 755,269	\$ 177,631	\$ 856,150	\$ 590,657	\$ 265,493	12.06%
Underground Drainage	\$ 120,000	\$ 120,000	\$ 33,271	\$ 86,729	\$ 73,751	\$ 35,271	\$ 38,480	1.75%
Waste Management	\$ -	\$ 10,000	\$ 17,730	\$ 7,730	\$ 10,000	\$ 7,730	\$ 2,270	0.10%
Footpaths	\$ 54,000	\$ 74,000	\$ 81,971	\$ 7,971	\$ 65,500	\$ 61,971	\$ 3,529	0.16%
Roads	\$ 3,418,160	\$ 3,703,685	\$ 3,784,546	\$ 80,861	\$ 3,561,325	\$ 2,945,793	\$ 615,532	27.95%
CAPEXP adjustments since adoption	\$ -	\$ 19,153	\$ 19,153	\$ -	\$ 19,153	\$ 80,418	\$ 73	0.00%
Grand Total	\$ 8,908,870	\$ 8,395,908	\$ 7,672,642	\$ 723,266	\$ 7,535,188	\$ 5,394,636	\$ 2,201,890	100.00%

Asset Renewal	5,126,960	5,528,967			5,232,061	4,239,021
Asset Upgrade	1,761,640	1,203,311			1,053,702	553,460
Asset New	2,020,270	1,663,630			1,249,425	602,155
Report Total :	\$ 8,908,870	\$ 8,395,908	\$ -	\$ -	\$ 7,535,188	\$ 5,394,636



**Strathbogie Shire Council
Account Management Report
for year to May 2014 (actuals as at 06 June 14 - 92% of year)**

Capital Land	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Euroa Flood Mitigation Works	\$66,000	\$66,000	\$60,500	\$46,973	\$0	\$46,973	\$13,527	\$19,027	71%
Violet Town Flood Mitigation Works: Stage 2	\$504,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
V/Town Flood Mitigation Wks, Stage 1	\$61,800	\$61,800	\$56,465	\$71,925	\$2,909	\$74,835	-\$18,369	-\$13,235	121%
Euroa Seven Creeks Park Replanting	\$10,700	\$10,700	\$10,676	\$7,964	\$0	\$7,964	\$2,712	\$2,736	74%
Land 2013/14 - 2 Ballantrine St, Nagambie	\$240,000	\$292,000	\$292,000	-\$13,000	\$0	-\$13,000	\$305,000	\$305,000	-4%
Euroa Saleyard Extension 2013/14	\$475,000	\$475,000	\$220,000	\$18,113	\$0	\$18,113	\$201,888	\$465,888	4%
Nagambie Depot Improvements/ Rehab	\$431,240	\$431,240	\$329,000	\$314,369	\$13,222	\$327,592	\$103,659	\$103,659	79%
Euroa Blaenlenni Park Fence	\$15,000	\$15,000	\$15,000	\$11,788	\$0	\$11,788	\$3,212	\$3,212	79%
V/Town Tennis Court/Netball Drainage	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	\$10,000	0%
Honouring our Heroes	\$0	\$50,000	\$0	\$7,595	\$47,476	\$55,172	-\$55,172	-\$55,172	110%
Total Land	\$1,913,640	\$1,411,540	\$1,095,982	\$405,818	\$63,608	\$529,426	\$566,456	\$945,732	38%
Buildings - Municipal Properties									
Euroa Depot - Toilet Block	\$3,800	\$3,800	\$3,800	\$2,775	\$1,026	\$3,801	-\$1	-\$1	100%
Violet Town Reserve - Toilets	\$3,000	\$3,000	\$2,750	\$549	\$1,523	\$2,071	\$579	\$929	69%
Euroa Caravan Park Site Development	\$25,000	\$25,000	\$22,916	\$16,732	\$364	\$17,096	\$5,820	\$7,904	69%
Euroa Saleyard Improvements	\$22,700	\$22,700	\$20,809	\$0	\$22,700	\$22,700	-\$1,891	\$0	100%
Violet Town Library Complex	\$480,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
Euroa Office Energy Retrofit	\$21,000	\$21,000	\$19,250	\$0	\$0	\$0	\$19,250	\$21,000	0%
Nagambie Depot Site restoration	\$100,000	\$100,000	\$100,000	\$105,550	\$33,221	\$139,770	-\$39,770	-\$39,770	140%
Violet Town Depot Relocation	\$72,000	\$72,000	\$68,000	\$72,485	\$0	\$72,485	-\$6,485	-\$485	101%
Violet Town Reserve - Swimming Pool - Shade Structure	\$26,000	\$26,000	\$26,000	\$17,343	\$0	\$17,343	\$8,657	\$8,657	67%
Violet Town - Swimming Pool - Shade Structure	\$8,000	\$8,000	\$8,000	\$8,668	\$0	\$8,668	-\$668	-\$668	108%
Euroa Swimming Pool Filter Replacement	\$15,000	\$15,000	\$15,000	\$0	\$12,155	\$12,155	\$2,845	\$2,845	81%
Euroa Bowling Club - White Anks Stage 2	\$29,000	\$29,000	\$29,000	\$116,300	\$0	\$116,300	\$3,700	\$3,700	97%
Nagambie High Street Toilets Improvements	\$20,000	\$20,000	\$20,158	\$20,158	\$0	\$20,158	\$8,842	\$8,842	70%
Euroa Civic Centre - Aircon/Heating offsite	\$32,000	\$32,000	\$32,000	\$25,237	\$0	\$25,237	\$6,763	\$6,763	79%
Euroa Depot Sewer Renovation/ Connect	\$30,000	\$30,000	\$30,000	\$15,860	\$16,440	\$32,300	-\$2,300	-\$2,300	108%
Nagambie RSL Roof, gart replacement	\$15,000	\$15,000	\$15,000	\$4,544	\$0	\$4,544	\$10,456	\$10,456	30%
Nagambie Rec Reserve Floor covering	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	\$10,000	0%
Euroa Community Conference Centre	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	\$10,000	0%
Euroa Cinema Upgrade	\$100,000	\$100,000	\$100,000	\$86,723	\$0	\$86,723	\$1,277	\$1,277	99%
Euroa Sevens Ck Park Facilities Dev	\$250,000	\$250,000	\$170,000	\$0	\$0	\$0	\$170,000	\$250,000	0%
Total Buildings - Municipal Properties	\$1,272,500	\$912,500	\$620,625	\$505,923	\$107,118	\$613,042	\$207,483	\$406,577	67%
Furniture and Equipment (Inc. Info. Services)									
Other Furniture and Equipment									
Black Cavalier - Grant Funded & Private Works	\$75,270	\$100,630	\$94,358	\$104,382	\$0	\$104,382	-\$10,024	-\$3,752	104%
Nagambie Lakes Canoe Polo (grant funded)	\$36,000	\$36,000	\$33,000	\$33,517	\$1,170	\$34,687	-\$1,687	\$1,313	98%
Total Other Furniture and Equipment	\$111,270	\$136,630	\$127,358	\$137,899	\$1,170	\$139,069	-\$11,711	-\$1,269	102%
Information Technology									
Hardware Replacement Program	\$132,200	\$132,200	\$121,184	\$112,647	\$15,261	\$127,908	-\$6,724	\$4,292	97%

**Strathbogie Shire Council
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for year to May 2014 (actuals as at 06 June 14 - 92% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev. Bud
26018	Regional Shared Services Infrastructure	\$15,000	\$13,750	\$0	\$0	\$0	\$13,750	\$15,000	0%
26030	Aerial Photography	\$36,000	\$22,000	\$25,683	\$0	\$25,683	-\$3,683	-\$6,683	103%
26033	HACC Minor Grant (grant funded)	\$60,000	\$45,834	\$3,200	\$7,364	\$10,564	\$35,270	\$39,436	21%
26036	Corporate Business Efficiency	\$139,800	\$128,150	\$118,625	\$0	\$118,625	\$9,525	\$21,175	85%
26037	External Record Management	\$11,500	\$10,541	\$0	\$0	\$0	\$10,541	\$11,500	0%
26038	Software Capital New Investment	\$35,000	\$32,084	\$0	\$72,715	\$72,715	-\$40,631	-\$37,715	208%
	Total Information Technology	\$419,500	\$373,543	\$260,155	\$95,340	\$355,494	\$18,049	\$148,345	87%
	Total Furniture and Equipment (Inc. Info. Services)	\$630,770	\$600,901	\$398,054	\$98,510	\$494,564	\$6,337	\$147,076	91%
Plant & Machinery									
26006	Plant Replacement (Strathcon)	\$500,000	\$365,001	\$129,146	\$0	\$129,146	\$235,855	\$370,854	28%
26007	Motor Vehicle Fleet Replacement	\$167,000	\$167,000	\$173,855	\$0	\$173,855	-\$6,855	-\$6,855	104%
	Total Plant & Machinery	\$667,000	\$532,001	\$303,001	\$0	\$303,001	\$229,000	\$363,999	45%
Bridge Construction									
23005	Micmillstown Road Bridge	\$315,000	\$288,750	\$388,794	\$0	\$388,794	-\$100,044	-\$73,794	123%
23006	Nelson's Road Bridge	\$50,000	\$58,000	\$68,535	\$0	\$68,535	-\$10,535	-\$10,535	118%
23007	Horse Gully Road Bridge Replacement	\$90,000	\$82,500	\$0	\$0	\$0	\$82,500	\$90,000	0%
23008	Haskes Road - Deck Replacement	\$0	\$0	\$3,219	\$0	\$3,219	-\$3,219	-\$3,219	0%
23009	Walkers Road Bridge No 34 Replacement	\$87,900	\$87,900	\$114,063	\$0	\$114,063	-\$46,163	-\$46,163	168%
23014	Leakies Rd Wooden Bridge	\$31,000	\$31,000	\$0	\$0	\$0	\$31,000	\$31,000	0%
23015	Erosion & Kerb works	\$17,000	\$17,000	\$0	\$4,675	\$4,675	\$12,325	\$12,325	28%
23016	Geodetic Rd Timber Deck	\$6,000	\$6,000	\$3,475	\$0	\$3,475	\$2,525	\$2,525	58%
23017	Bridge Abutments & Piles	\$43,000	\$30,000	\$0	\$0	\$0	\$30,000	\$43,000	0%
23018	Delatite Country Road Bridge	\$30,000	\$30,000	\$16,046	\$0	\$16,046	\$13,954	\$13,954	53%
23019	Harrisons Road Bridge Overlay	\$60,000	\$60,000	\$0	\$75,700	\$75,700	-\$15,700	-\$15,700	126%
23020	Walker Road Bridge No 35 Replacement	\$70,000	\$55,000	\$0	\$108,950	\$108,950	-\$38,950	-\$38,950	156%
23021	Leckies Road Concrete Bridge Overlay	\$145,000	\$130,000	\$0	\$0	\$0	\$130,000	\$145,000	0%
	Total Bridge Construction	\$932,900	\$855,150	\$590,657	\$192,800	\$783,457	\$72,693	\$342,243	84%
Underground Drainage									
24007	Nagambie Industrial Area - Scoping	\$20,000	\$10,000	\$472	\$0	\$472	\$9,528	\$19,528	2%
24008	Nagambie Industrial Area - Drainage	\$75,000	\$38,751	\$8,310	\$0	\$8,310	\$30,441	\$66,690	11%
24011	Euroa Burns Avenue - Drainage Outfall	\$25,000	\$25,000	\$26,489	\$0	\$26,489	-\$1,489	-\$1,489	106%
	Total Underground Drainage	\$120,000	\$73,751	\$35,271	\$0	\$35,271	\$84,480	\$84,729	29%
Waste Management									
27800	Violet Town Landfill Cap and Closure	\$0	\$10,000	\$7,730	\$0	\$7,730	\$2,270	\$2,270	77%
	Total Waste Management	\$0	\$10,000	\$7,730	\$0	\$7,730	\$2,270	\$2,270	77%
Footpaths									
27003	Euroa Nth Town Entrance: Unsealed Footpath	\$0	\$20,000	\$23,207	\$0	\$23,207	-\$3,207	-\$3,207	116%
27004	Euroa Wier Street Footpath	\$12,000	\$9,000	\$0	\$0	\$0	\$9,000	\$12,000	0%
27005	Euroa Elliot Street Footpath	\$3,000	\$2,750	\$0	\$0	\$0	\$2,750	\$3,000	0%
27006	Nagambie High Street Footpath	\$18,000	\$18,000	\$38,764	\$0	\$38,764	-\$20,764	-\$20,764	215%

Produced from Finance

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**Strathbogie Shire Council
Account Management Report
for year to May 2014 (actuals as at 06 June 14 - 92% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
27007 Euroa Binney Street Footpath	\$21,000	\$21,000	\$15,750	\$0	\$0	\$0	\$15,750	\$21,000	0%
Total Footpaths	\$54,000	\$74,000	\$65,600	\$61,871	\$0	\$61,871	\$3,529	\$12,029	84%
Roads									
Roads and Street Resealing									
25200 Naxambie/Locksley Rd (Supp Infrastructure Renewal)	\$0	\$0	\$0	\$127	\$0	\$127	-\$127	-\$127	0%
Reseals - Urban									
25031.014 Barwon Street Ch 76 - 406	\$0	\$1,000	\$1,000	\$74	\$6,267	\$6,341	-\$5,341	-\$5,341	634%
25031.0141 Birkett Street Ch 908 - 1077	\$0	\$0	\$0	\$0	\$2,046	\$2,046	-\$2,046	-\$2,046	0%
25031.0142 Blayney Lane Ch 532-785	\$0	\$0	\$0	\$37	\$5,375	\$5,375	-\$5,375	-\$5,375	0%
25031.0143 Bryde Street Ch 0-128	\$0	\$0	\$0	\$37	\$1,742	\$1,742	-\$1,742	-\$1,742	0%
25031.0144 Cemetery Lane Ch 0-485	\$0	\$0	\$0	\$0	\$8,296	\$8,296	-\$8,296	-\$8,296	0%
25031.0145 Centenary Crescent Ch 0-241	\$0	\$0	\$0	\$8,023	\$8,177	\$16,200	-\$16,200	-\$16,200	0%
25031.0146 Charratt Avenue Ch 0-278	\$0	\$0	\$0	\$5,880	-\$32	\$5,848	-\$5,848	-\$5,848	0%
25031.0147 Henry Street Ch 0-183	\$0	\$0	\$0	\$3,828	\$633	\$4,461	-\$4,461	-\$4,461	0%
25031.0148 Henry Street Ch 183-208	\$0	\$0	\$0	\$621	-\$51	\$570	-\$570	-\$570	0%
25031.0149 Henry Street Ch 208-398	\$0	\$0	\$0	\$3,828	\$524	\$4,352	-\$4,352	-\$4,352	0%
25031.0150 Henry Street Ch 470-638	\$0	\$0	\$0	\$3,520	\$328	\$3,848	-\$3,848	-\$3,848	0%
25031.0151 Henry Street SJR Ch 221-366	\$0	\$0	\$0	\$2,632	\$65	\$2,697	-\$2,697	-\$2,697	0%
25031.0152 High Street SJR S.East Ch 708-998	\$0	\$0	\$0	\$7,724	\$7,724	\$7,724	-\$7,724	-\$7,724	0%
25031.0153 Hughes Street Ch 0-34	\$0	\$0	\$0	\$677	-\$65	\$612	-\$612	-\$612	0%
25031.0154 Kilkland Avenue Ch 806-840	\$0	\$0	\$0	\$843	\$71	\$914	-\$714	-\$714	0%
25031.0155 Marle Street Ch 122-202	\$0	\$0	\$0	\$37	\$3,461	\$3,498	-\$3,498	-\$3,498	0%
25031.0156 Myola Crescent Ch 0-267	\$0	\$0	\$0	\$0	\$13,218	\$13,218	-\$13,218	-\$13,218	0%
25031.0157 Park Street Ch 0-145	\$0	\$0	\$0	\$37	\$2,691	\$2,728	-\$2,728	-\$2,728	0%
25031.0158 Park Street Ch 380-575	\$0	\$0	\$0	\$37	\$3,534	\$3,571	-\$3,571	-\$3,571	0%
25031.0159 Queen Street Ch 460-575	\$0	\$0	\$0	\$1,917	\$1,951	\$3,868	-\$3,868	-\$3,868	0%
25031.0160 Robinson Street Ch 0-222	\$0	\$0	\$0	\$37	\$11,444	\$11,481	-\$11,481	-\$11,481	0%
25031.0161 Rose Street Ch 244-309	\$0	\$0	\$0	\$1,870	-\$134	\$1,736	-\$1,736	-\$1,736	0%
25031.0162 Rose St Nth End Causeway Ch 244-309	\$0	\$0	\$0	\$1,890	-\$178	\$1,512	-\$1,512	-\$1,512	0%
25031.0163 Stewart Street Ch 0-43	\$0	\$0	\$0	\$798	\$105	\$903	-\$903	-\$903	0%
25031.0171 Waitie Street Ch 0-110	\$0	\$0	\$0	\$1,599	-\$331	\$1,268	-\$1,268	-\$1,268	0%
25031.0172 Waite Street Ch 110-220	\$0	\$0	\$0	\$1,498	-\$230	\$1,268	-\$1,268	-\$1,268	0%
25031.0173 White Street Ch 0-100	\$0	\$0	\$0	\$3,892	-\$341	\$3,351	-\$3,351	-\$3,351	0%
Total Reseals - Urban	\$0	\$1,000	\$1,000	\$43,012	\$76,215	\$119,227	-\$118,227	-\$42,012	1923%
Reseals - Rural									
24989 Resealing Budget	\$1,474,351	\$1,474,351	\$1,474,351	\$0	\$0	\$0	\$1,474,351	\$1,474,351	0%
25040.001 Avenel Longwood Road Ch 14565-14750	\$0	\$0	\$0	\$3,358	\$54	\$3,412	-\$3,412	-\$3,412	0%
25040.002 Avenel Longwood Road Ch 18580-19190	\$0	\$0	\$0	\$12,547	\$922	\$13,469	-\$13,469	-\$13,469	0%
25040.003 Avenel Longwood Road Ch 23435-23895	\$0	\$0	\$0	\$12,133	\$327	\$13,460	-\$13,460	-\$13,460	0%
25040.004 Avenel Longwood Road Ch 23895-24710	\$0	\$0	\$0	\$15,852	\$786	\$16,638	-\$16,638	-\$16,638	0%
25040.005 Balmattam Church Road Ch 1750-1770	\$0	\$0	\$0	\$924	\$979	\$1,203	-\$1,203	-\$1,203	0%
25040.006 Balmattam Church Road Ch 1770-2565	\$0	\$0	\$0	\$39,824	\$490	\$40,314	-\$40,314	-\$40,314	0%
25040.007 Balmattam Church Road Ch 2565-2775	\$0	\$0	\$0	\$8,032	\$679	\$8,711	-\$8,711	-\$8,711	0%
25040.008 Balmattam North Road Ch 4580-4370	\$0	\$0	\$0	\$15,511	\$555	\$16,066	-\$16,066	-\$16,066	0%

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	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
25040.008	\$0	\$0	\$0	\$242	\$9,486	\$9,738	-\$9,738	-\$9,738	0%
25040.01	\$0	\$0	\$0	\$25,907	\$114	\$26,021	-\$26,021	-\$26,021	0%
25040.011	\$0	\$0	\$0	\$27,581	\$0	\$27,581	-\$27,581	-\$27,581	0%
25040.012	\$0	\$0	\$0	\$6,583	\$636	\$7,219	-\$7,219	-\$7,219	0%
25040.013	\$0	\$0	\$0	\$0	\$31,969	\$31,969	-\$31,969	-\$31,969	0%
25040.014	\$0	\$0	\$0	\$34,830	\$3,957	\$38,887	-\$38,887	-\$38,887	0%
25040.015	\$0	\$0	\$0	\$13,665	\$22,652	\$36,327	-\$36,327	-\$36,327	0%
25040.016	\$0	\$0	\$0	\$846	-\$261	\$585	-\$585	-\$585	0%
25040.017	\$0	\$0	\$0	\$3,411	\$978	\$4,389	-\$4,389	-\$4,389	0%
25040.018	\$0	\$0	\$0	\$21,639	\$2,778	\$24,417	-\$24,417	-\$24,417	0%
25040.019	\$0	\$0	\$0	\$8,478	\$9,349	\$17,827	-\$17,827	-\$17,827	0%
25040.02	\$0	\$0	\$0	\$21,506	\$6,110	\$27,615	-\$27,615	-\$27,615	0%
25040.021	\$0	\$0	\$0	\$22,674	\$3,049	\$25,723	-\$25,723	-\$25,723	0%
25040.022	\$0	\$0	\$0	\$12,654	\$13,513	\$26,167	-\$26,167	-\$26,167	0%
25040.023	\$0	\$0	\$0	\$1,514	\$1,663	\$3,177	-\$3,177	-\$3,177	0%
25040.024	\$0	\$0	\$0	\$16,277	\$19,957	\$36,234	-\$36,234	-\$36,234	0%
25040.025	\$0	\$0	\$0	\$26,125	\$8,662	\$34,787	-\$34,787	-\$34,787	0%
25040.026	\$0	\$0	\$0	\$12,939	\$2,387	\$15,326	-\$15,326	-\$15,326	0%
25040.027	\$0	\$0	\$0	\$8,183	\$5,070	\$13,253	-\$13,253	-\$13,253	0%
25040.028	\$0	\$0	\$0	\$4,645	\$360	\$5,005	-\$5,005	-\$5,005	0%
25040.029	\$0	\$0	\$0	\$9,231	\$6,242	\$15,473	-\$15,473	-\$15,473	0%
25040.03	\$0	\$0	\$0	\$12,479	\$12,352	\$24,831	-\$24,831	-\$24,831	0%
25040.031	\$0	\$0	\$0	\$2,164	\$301	\$2,465	-\$2,465	-\$2,465	0%
25040.032	\$0	\$0	\$0	\$5,421	\$3,499	\$8,920	-\$8,920	-\$8,920	0%
25040.033	\$0	\$0	\$0	\$12,554	\$12,108	\$24,662	-\$24,662	-\$24,662	0%
25040.034	\$0	\$0	\$0	\$11,453	\$11,145	\$22,598	-\$22,598	-\$22,598	0%
25040.036	\$0	\$0	\$0	\$28,987	\$22,864	\$48,851	-\$48,851	-\$48,851	0%
25040.037	\$0	\$0	\$0	\$19,735	\$22,675	\$42,410	-\$42,410	-\$42,410	0%
25040.038	\$0	\$0	\$0	\$15,108	\$1,864	\$16,972	-\$16,972	-\$16,972	0%
25040.039	\$0	\$0	\$0	\$3,748	\$368	\$4,106	-\$4,106	-\$4,106	0%
25040.04	\$0	\$0	\$0	\$28,184	\$885	\$29,070	-\$29,070	-\$29,070	0%
25040.041	\$0	\$0	\$0	\$1,012	-\$5	\$1,012	-\$1,012	-\$1,012	0%
25040.042	\$0	\$0	\$0	\$17,898	\$529	\$18,427	-\$18,427	-\$18,427	0%
25040.043	\$0	\$0	\$0	\$2,316	\$65	\$2,401	-\$2,401	-\$2,401	0%
25040.044	\$0	\$0	\$0	\$458	\$23	\$480	-\$480	-\$480	0%
25040.045	\$0	\$0	\$0	\$3,660	\$290	\$3,950	-\$3,950	-\$3,950	0%
25040.046	\$0	\$0	\$0	\$11,853	-\$1,036	\$10,827	-\$10,827	-\$10,827	0%
25040.047	\$0	\$0	\$0	\$0	\$504	\$504	-\$504	-\$504	0%
25040.048	\$0	\$0	\$0	\$5,628	-\$189	\$5,430	-\$5,430	-\$5,430	0%
25040.049	\$0	\$0	\$0	\$412	\$105	\$517	-\$517	-\$517	0%
25040.05	\$0	\$0	\$0	\$11,684	\$135	\$11,800	-\$11,800	-\$11,800	0%
25040.051	\$0	\$0	\$0	\$25,835	\$1,842	\$27,677	-\$27,677	-\$27,677	0%
25040.052	\$0	\$0	\$0	\$6,704	\$306	\$7,009	-\$7,009	-\$7,009	0%
25040.053	\$0	\$0	\$0	\$5,692	\$0	\$5,692	-\$5,692	-\$5,692	0%
25040.054	\$0	\$0	\$0	\$6,506	\$6,747	\$13,253	-\$13,253	-\$13,253	0%
	\$0	\$0	\$0	\$9,565	\$16,873	\$28,239	-\$28,239	-\$28,239	0%

**Strathbogie Shire Council
Account Management Report
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	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
25040.055	\$0	\$0	\$0	\$1,113	\$0	\$1,113	-\$1,113	-\$1,113	0%
25040.056	\$0	\$0	\$0	\$6,157	\$0	\$6,157	-\$6,157	-\$6,157	0%
25040.057	\$0	\$0	\$0	\$7,192	\$0	\$7,192	-\$7,192	-\$7,192	0%
25040.058	\$0	\$0	\$0	\$18,675	\$169	\$18,844	-\$18,844	-\$18,844	0%
25040.059	\$0	\$0	\$0	\$17,022	\$11,430	\$34,452	-\$34,452	-\$34,452	0%
25040.06	\$0	\$0	\$0	\$22,879	\$2,038	\$24,917	-\$24,917	-\$24,917	0%
25040.061	\$0	\$0	\$0	\$30,998	-\$282	\$30,714	-\$30,714	-\$30,714	0%
25040.062	\$0	\$0	\$0	\$3,688	\$3,943	\$6,531	-\$6,531	-\$6,531	0%
25040.063	\$0	\$0	\$0	\$21,523	\$2,334	\$23,857	-\$23,857	-\$23,857	0%
25040.064	\$0	\$0	\$0	\$9,841	\$9,546	\$19,387	-\$19,387	-\$19,387	0%
25040.065	\$0	\$0	\$0	\$5,481	\$5,365	\$10,846	-\$10,846	-\$10,846	0%
25040.066	\$0	\$0	\$0	\$508	\$360	\$868	-\$868	-\$868	0%
25040.067	\$0	\$0	\$0	\$871	\$835	\$1,706	-\$1,706	-\$1,706	0%
25040.068	\$0	\$0	\$0	\$248	\$240	\$488	-\$488	-\$488	0%
25040.069	\$0	\$0	\$0	\$3,091	\$3,090	\$6,181	-\$6,181	-\$6,181	0%
25040.07	\$0	\$0	\$0	\$468	\$240	\$698	-\$698	-\$698	0%
25040.071	\$0	\$0	\$0	\$235	\$5	\$240	-\$240	-\$240	0%
25040.072	\$0	\$0	\$0	\$231	\$0	\$231	-\$231	-\$231	0%
25040.073	\$0	\$0	\$0	\$4,262	\$3,022	\$6,284	-\$6,284	-\$6,284	0%
25040.101	\$0	\$0	\$0	\$35,356	\$0	\$35,356	-\$35,356	-\$35,356	0%
25040.102	\$0	\$0	\$0	\$39,560	\$0	\$39,560	-\$39,560	-\$39,560	0%
25040.103	\$0	\$0	\$0	\$12,111	\$0	\$12,111	-\$12,111	-\$12,111	0%
25040.104	\$0	\$0	\$0	\$38,923	\$0	\$38,923	-\$38,923	-\$38,923	0%
25040.105	\$0	\$0	\$0	\$27,621	-\$10,119	\$17,502	-\$17,502	-\$17,502	0%
25040.106	\$0	\$0	\$0	\$28,985	-\$12,159	\$17,826	-\$17,826	-\$17,826	0%
25040.107	\$0	\$0	\$0	\$908	\$0	\$908	-\$908	-\$908	0%
25040.108	\$0	\$0	\$0	\$5,178	\$5,178	\$5,178	-\$5,178	-\$5,178	0%
25040.109	\$0	\$0	\$0	\$38,332	-\$16,088	\$22,244	-\$22,244	-\$22,244	0%
25040.11	\$0	\$0	\$0	\$42,045	-\$16,288	\$25,757	-\$25,757	-\$25,757	0%
25040.111	\$0	\$0	\$0	\$725	\$725	\$725	-\$725	-\$725	0%
25040.112	\$0	\$0	\$0	\$0	\$435	\$435	-\$435	-\$435	0%
Total Reseals - Rural	\$1,474,351	\$1,474,351	\$1,474,351	\$1,047,616	\$271,042	\$1,318,657	\$155,694	\$425,735	89%
Pavement Rehabilitation Program									
25920	\$1,085,286	\$1,085,286	\$1,085,286	\$0	\$0	\$0	\$1,085,286	\$1,085,286	0%
25925	\$0	\$0	\$0	\$30,856	-\$1,427	\$29,429	-\$29,429	-\$29,429	0%
25926	\$0	\$0	\$0	\$53,380	\$4,506	\$57,886	-\$57,886	-\$57,886	0%
25927	\$0	\$0	\$0	\$150,954	\$11,752	\$162,706	-\$162,706	-\$162,706	0%
25928	\$0	\$0	\$0	\$59,579	\$4,088	\$63,667	-\$63,667	-\$63,667	0%
25929	\$0	\$0	\$0	\$38,249	\$3,103	\$41,351	-\$41,351	-\$41,351	0%
25930	\$0	\$0	\$0	\$103,664	\$7,475	\$111,139	-\$111,139	-\$111,139	0%
25931	\$0	\$0	\$0	\$4,467	\$844	\$5,310	-\$5,310	-\$5,310	0%
25932	\$0	\$0	\$0	\$108,578	\$7,803	\$116,382	-\$116,382	-\$116,382	0%
25933	\$0	\$0	\$0	\$65,162	\$773	\$65,924	-\$65,924	-\$65,924	0%
25934	\$0	\$0	\$0	\$33,108	\$1,206	\$34,315	-\$34,315	-\$34,315	0%
25935	\$0	\$0	\$0	\$33,943	\$6,527	\$40,471	-\$40,471	-\$40,471	0%

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Report generated at 10:29 AM on 06-June-2014 by cathy.fipatrol

**Strathbogie Shire Council
Account Management Report
for year to May 2014 (actuals as at 06 June 14 - 92% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
25936	\$0	\$0	\$0	\$59,139	\$0	\$59,139	-\$59,139	-\$59,139	0%
25937	\$0	\$0	\$0	\$5,274	\$991	\$6,165	-\$6,165	-\$6,165	0%
25938	\$0	\$0	\$0	\$31,734	\$2,575	\$34,309	-\$34,309	-\$34,309	0%
25939	\$0	\$0	\$0	\$49,555	\$15,261	\$64,817	-\$64,817	-\$64,817	0%
25940	\$0	\$0	\$0	\$115,643	\$39,773	\$155,416	-\$155,416	-\$155,416	0%
25941	\$0	\$0	\$0	\$40,582	\$3,207	\$43,788	-\$43,788	-\$43,788	0%
25955	\$0	\$0	\$0	\$83,273	\$0	\$83,273	-\$83,273	-\$83,273	0%
Total Pavement Rehabilitation Program	\$1,465,286	\$1,085,286	\$1,085,286	\$1,077,130	\$108,357	\$1,185,487	-\$100,201	\$8,156	109%
Total Roads and Street Resealing	\$2,559,637	\$2,560,637	\$2,560,637	\$2,167,883	\$455,814	\$2,623,498	-\$62,861	\$382,754	102%
Road General									
23050	\$24,500	\$24,500	\$18,377	\$121	\$0	\$121	\$18,256	\$24,379	0%
23051	\$75,000	\$75,000	\$58,250	\$0	\$0	\$0	\$56,250	\$75,000	0%
23052	\$7,000	\$7,000	\$7,000	\$7,559	\$0	\$7,559	-\$559	-\$559	108%
23053	\$25,000	\$25,000	\$18,748	\$0	\$0	\$0	\$18,748	\$25,000	0%
23054	\$10,000	\$10,000	\$9,166	\$192	\$0	\$192	\$8,974	\$9,808	2%
23055	\$80,000	\$80,000	\$60,002	\$0	\$0	\$0	\$60,002	\$80,000	0%
23066	\$15,000	\$15,000	\$11,250	\$0	\$0	\$0	\$11,250	\$15,000	0%
25904	\$0	-\$21	-\$21	-\$21	\$0	-\$21	\$0	\$0	100%
25905	\$0	\$1,440	\$1,440	\$1,440	\$0	\$1,440	\$0	\$0	100%
25907	\$23,400	\$23,400	\$23,400	\$52,600	\$0	\$52,600	-\$29,200	-\$29,200	225%
25908	\$20,000	\$20,000	\$20,000	\$27,276	\$0	\$27,276	-\$7,276	-\$7,276	136%
25909	\$15,000	\$15,000	\$15,000	\$32,434	\$0	\$32,434	-\$17,434	-\$17,434	216%
25910	\$8,300	\$8,300	\$6,227	\$0	\$0	\$0	\$6,227	\$8,300	0%
25912	\$0	\$500	\$500	\$500	\$0	\$500	\$0	\$0	100%
25913	\$20,000	\$20,000	\$15,002	\$7,426	\$0	\$7,426	\$7,576	\$12,574	37%
25914	\$0	-\$248	-\$248	-\$248	\$0	-\$248	\$0	\$0	100%
25915	\$56,100	\$56,100	\$42,075	\$0	\$0	\$0	\$42,075	\$56,100	0%
25917	\$15,000	\$15,000	\$11,250	\$0	\$0	\$0	\$11,250	\$15,000	0%
25918	\$60,000	\$60,000	\$55,000	\$0	\$49,980	\$49,980	\$5,020	\$10,020	83%
25919	\$60,000	\$60,000	\$45,000	\$66,384	\$0	\$69,384	-\$24,384	-\$9,384	116%
25921	\$35,000	\$35,000	\$35,000	\$36,388	\$0	\$36,388	-\$1,388	-\$1,388	104%
25950	\$21,293	\$21,293	\$19,518	\$0	\$19,357	\$19,357	\$181	\$1,936	91%
25951	\$20,800	\$20,800	\$19,056	\$0	\$18,808	\$18,808	\$157	\$1,891	91%
25952	\$11,000	\$11,000	\$10,084	\$0	\$10,000	\$10,000	\$84	\$1,000	91%
25953	\$25,000	\$25,000	\$18,748	\$641	\$0	\$641	\$18,207	\$24,459	2%
Total Road General	\$627,393	\$629,064	\$517,834	\$236,595	\$98,246	\$333,842	\$183,992	\$393,459	53%
Gravel Resheeting									
25202.004	\$231,130	\$231,130	\$200,000	\$25,898	\$0	\$25,898	\$174,103	\$205,233	11%
25202.005	\$0	\$0	\$0	\$772	\$0	\$772	-\$772	-\$772	0%
25202.006	\$0	\$0	\$0	\$57,710	\$0	\$57,710	-\$57,710	-\$57,710	0%
25202.007	\$0	\$0	\$0	\$24,844	\$0	\$24,844	-\$24,844	-\$24,844	0%
25202.008	\$0	\$0	\$0	\$2,024	\$2,327	\$4,350	-\$4,350	-\$4,350	0%
25202.009	\$0	\$0	\$0	\$2,124	\$16,939	\$19,063	-\$19,063	-\$19,063	0%
25202.01	\$0	\$0	\$0	\$2,024	\$1,694	\$3,717	-\$3,717	-\$3,717	0%

Strathbogie Shire Council
Account Management Report
for year to May 2014 (actuals as at 06 June 14 - 92% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
25202.011	\$0	\$0	\$0	\$2,124	\$6,920	\$9,044	-\$9,044	-\$9,044	0%
25202.012	\$0	\$0	\$0	\$29,044	\$0	\$29,044	-\$29,044	-\$29,044	0%
25202.013	\$0	\$0	\$0	\$2,124	\$14,900	\$17,024	-\$17,024	-\$17,024	0%
25202.014	\$0	\$0	\$0	\$17,212	\$0	\$17,212	-\$17,212	-\$17,212	0%
25700	\$0	\$0	\$0	\$0	\$19,305	\$19,305	-\$19,305	-\$19,305	0%
Total Gravel Resheeting	\$231,130	\$231,130	\$200,000	\$165,895	\$62,084	\$227,979	-\$27,979	\$65,235	99%
February 2012 Flood Restoration Works									
25510	\$0	\$3,240	\$3,240	\$3,240	\$0	\$3,240	\$0	\$0	100%
25584	\$0	\$4,550	\$4,550	\$4,550	\$0	\$4,550	\$0	\$0	100%
25608	\$0	\$4,927	\$4,927	\$4,927	\$0	\$4,927	\$0	\$0	100%
25610	\$0	\$17,878	\$17,878	\$22,701	\$2,419	\$25,120	-\$7,242	-\$7,242	141%
25611	\$0	\$30,771	\$30,771	\$30,771	\$0	\$30,771	\$0	\$0	100%
25612	\$0	\$270	\$270	\$270	\$0	\$270	\$0	\$0	100%
25613	\$0	\$1,671	\$1,671	\$0	\$0	\$0	\$1,671	\$1,671	0%
25614	\$0	\$1,909	\$1,909	\$1,909	\$0	\$1,909	\$0	\$0	100%
25615	\$0	-\$121	-\$121	-\$1,338	\$0	-\$1,338	\$1,215	\$1,215	1104%
25616	\$0	\$42,626	\$42,626	\$42,626	\$0	\$42,626	\$0	\$0	100%
25617	\$0	\$327	\$327	\$327	\$0	\$327	\$0	\$0	100%
25619	\$0	\$11,050	\$11,050	\$11,050	\$0	\$11,050	\$0	\$0	100%
25625	\$0	\$53,760	\$53,760	\$53,760	\$0	\$53,760	\$0	\$0	100%
25626	\$0	\$2,045	\$2,045	\$2,045	\$0	\$2,045	\$0	\$0	100%
25627	\$0	\$29,625	\$29,625	\$29,625	\$0	\$29,625	\$0	\$0	100%
25630	\$0	\$4,780	\$4,780	\$4,780	\$0	\$4,780	\$0	\$0	100%
25632	\$0	\$27,784	\$27,784	\$27,784	\$0	\$27,784	\$0	\$0	100%
2023044.084	\$0	\$6,576	\$6,576	\$6,204	\$0	\$6,204	-\$91,828	-\$91,828	1493%
2023334.0412	\$0	\$39,206	\$39,206	\$39,206	\$0	\$39,206	\$0	\$0	100%
Total February 2012 Flood Restoration Works	\$0	\$282,854	\$376,419	\$376,419	\$2,419	\$378,838	-\$95,984	-\$93,565	134%
Total Roads	\$3,418,160	\$3,703,685	\$3,551,325	\$2,945,793	\$618,364	\$3,564,156	-\$2,831	\$757,892	96%
CAPEX adjustments since adoption									
Buildings - Municipal Properties									
20061	\$0	\$3,572	\$3,572	\$3,572	\$0	\$3,572	\$0	\$0	100%
20062	\$0	\$4,049	\$4,049	\$4,049	\$0	\$4,049	\$0	\$0	100%
20063	\$0	\$3,572	\$3,572	\$3,572	\$0	\$3,572	\$0	\$0	100%
20064	\$0	\$3,572	\$3,572	\$3,572	\$0	\$3,572	\$0	\$0	100%
20065	\$0	\$3,572	\$3,572	\$3,572	\$0	\$3,572	\$0	\$0	100%

**Strathbogie Shire Council
Account Management Report
for year to May 2014 (actuals as at 06 June 14 - 92% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
20056	\$0	\$816	\$816	\$816	\$0	\$816	\$0	\$0	100%
20059	\$0	\$0	\$0	\$22,764	\$0	\$22,764	-\$22,764	-\$22,764	0%
20070	\$0	\$0	\$0	\$8,013	\$417	\$8,430	-\$8,430	-\$8,430	0%
20080	\$0	\$0	\$0	\$3,800	\$0	\$3,800	-\$3,800	-\$3,800	0%
20081	\$0	\$0	\$0	\$2,170	\$0	\$2,170	-\$2,170	-\$2,170	0%
Total Buildings - Municipal Properties	\$0	\$19,153	\$19,153	\$55,501	\$417	\$55,318	-\$37,165	-\$36,748	294%
Footpaths									
27010	\$0	\$0	\$0	\$20,208	\$0	\$20,208	-\$20,208	-\$20,208	0%
Total Footpaths	\$0	\$0	\$0	\$20,208	\$0	\$20,208	-\$20,208	-\$20,208	0%
Furniture and Equipment									
20057	\$0	\$0	\$0	\$1,272	\$0	\$1,272	-\$1,272	-\$1,272	0%
20058	\$0	\$0	\$0	\$3,037	\$0	\$3,037	-\$3,037	-\$3,037	0%
Total Furniture and Equipment	\$0	\$0	\$0	\$4,309	\$0	\$4,309	-\$4,309	-\$4,309	0%
Total CAPEX adjustments since adoption	\$0	\$19,153	\$19,153	\$80,418	\$417	\$80,835	-\$61,682	-\$61,265	422%
Total Capital	\$8,908,870	\$8,395,908	\$7,535,188	\$5,394,636	\$1,078,816	\$6,473,452	\$1,061,736	\$3,001,272	77%
Grand Total	\$8,908,870	\$8,395,908	\$7,535,188	\$5,394,636	\$1,224,155	\$6,473,452	\$1,061,736	\$3,001,272	77%

9.7.8 Documents for Signing and Sealing

Documents are submitted for Council signing and sealing.

The details are as follows and are also included in Council's Seal Register:-

DOCUMENT DESCRIPTION	DOC. ID	NO. OF COPIES
Deed of Agreement between Strathbogie Shire Council and Precision Grading Pty Ltd for Gravel Roads Resheet (Contract No. 13/14-13)		2
Instrument of Delegation between Strathbogie Shire Council and Ruffy Action Group Committee to implement the Ruffy Community Action Plan, as approved by Council	23523	1

RECOMMENDATION

That the Documents be signed and affixed with the Common Seal of Strathbogie Shire Council.

9.7.9 Business Management System

The June 2014 Business Management System Report includes reports as follows:-

- Building Department – May 2014 Statistics
- ~~Planning Department – Planning Permit Activity Monthly Responsible Authority Report – April 2014 (This report will be included in the July Council meeting Agenda)~~
- Confirm Customer Enquiry Flow – Report for May. 2014
- Actioning of Council Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 31 May 2014
- Review of Council Policies – May / June 2014
- Record of Assemblies of Councillors
- Record of Meetings of Section 86 Committees of Council received in the past month

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

RECOMMENDATION

That the report be noted.

BUILDING APPROVALS

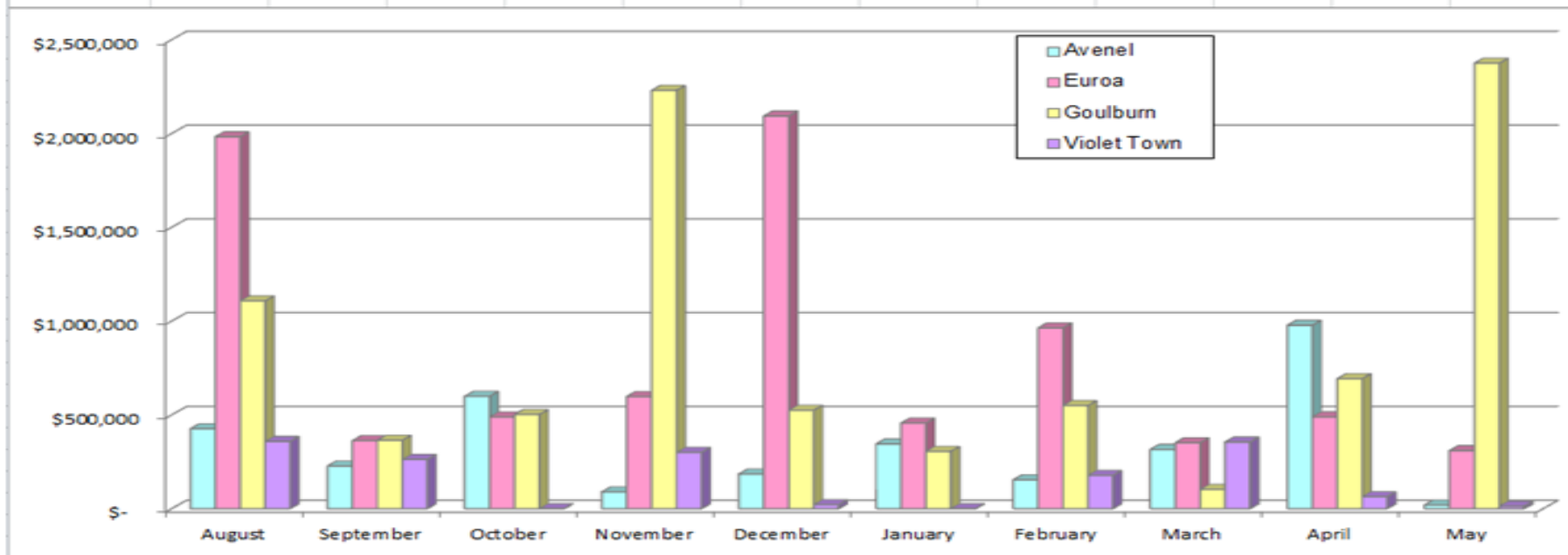
MAY 2014

The value of Building approvals within the Shire of Strathbogie for the month of May totaled **\$2,717,366**.

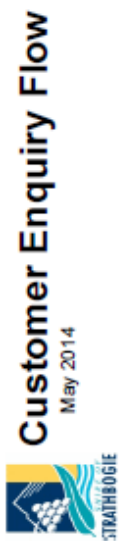
Expenditure involved largely works in the domestic sector with the majority of permits issued for dwellings and domestic sheds, a permit for the expansion of Nagambie Supermarket was the most significant investment, 18 permits have been issued for the month.

Charts illustrating the distribution of building permit expenditure for 2013-2014 over the four localities within the Shire are below.

	July	August	September	October	November	December	January	February	March	April	May	Totals
Avenel	\$ 144,870	\$ 425,829	\$ 227,500	\$ 598,781	\$ 89,000	\$ 185,000	\$ 344,948	\$ 153,679	\$ 316,000	\$ 977,705	\$ 20,000	\$ 3,483,312
Euroa	\$ 457,865	\$ 1,982,607	\$ 362,506	\$ 488,549	\$ 597,830	\$ 2,093,078	\$ 456,097	\$ 963,769	\$ 351,408	\$ 489,565	\$ 309,450	\$ 8,552,724
Goulburn	\$ 853,901	\$ 1,107,093	\$ 364,439	\$ 501,849	\$ 2,229,749	\$ 524,459	\$ 305,662	\$ 549,560	\$ 102,093	\$ 693,063	\$ 2,374,546	\$ 9,606,414
Violet Town	\$ 400,006	\$ 358,584	\$ 262,218	\$ -	\$ 299,900	\$ 21,020	\$ -	\$ 177,560	\$ 355,310	\$ 64,065	\$ 13,370	\$ 1,952,033
Totals	\$ 1,856,642	\$ 3,874,113	\$ 1,216,663	\$ 1,589,179	\$ 3,216,479	\$ 2,823,557	\$ 1,106,707	\$ 1,844,568	\$ 1,124,811	\$ 2,224,398	\$ 2,717,366	\$ 23,594,483

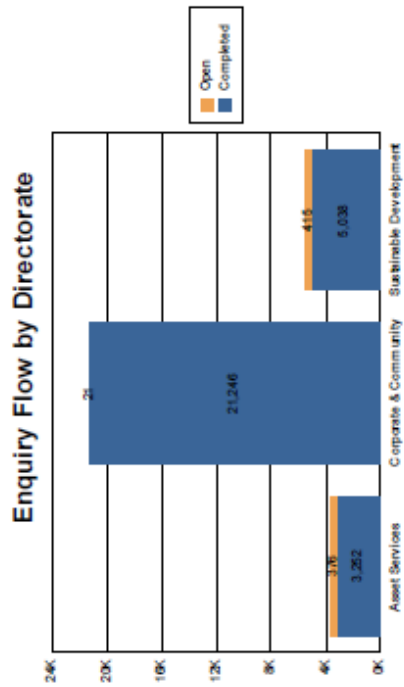
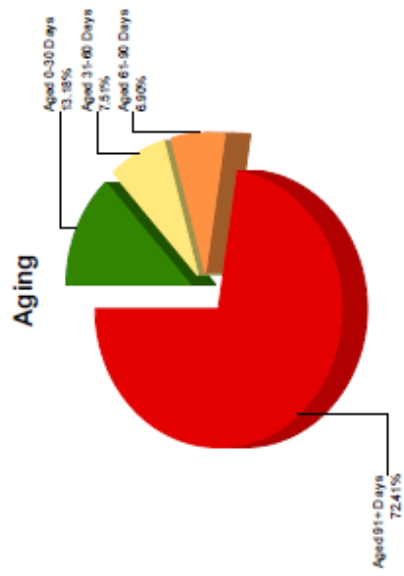


**CONFIRM CUSTOMER ENQUIRY FLOW
- REPORT FOR MAY 2014**

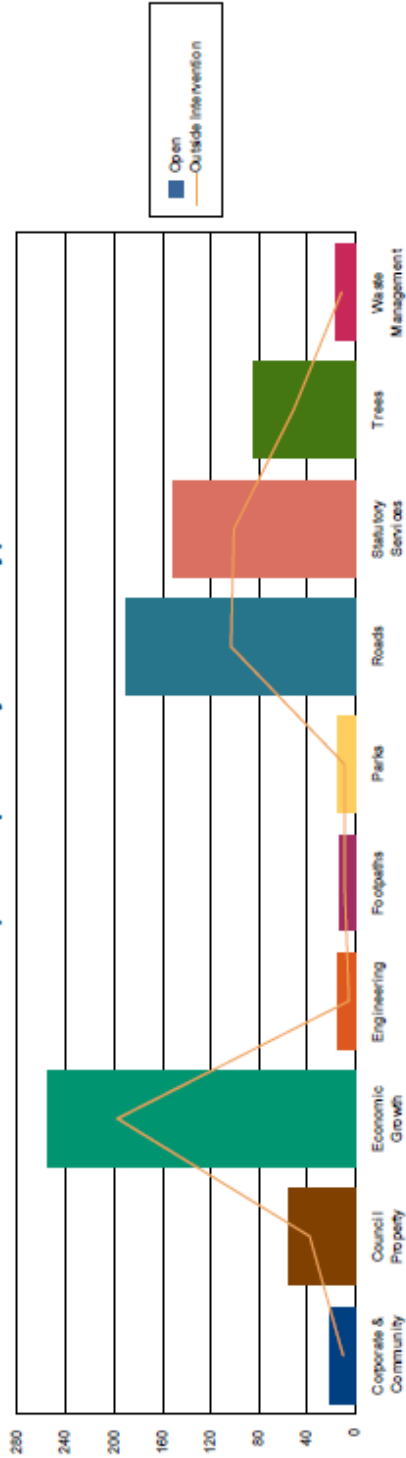


Service Type	Logged		Open May	Logged 2013-2014		Open 2013-2014	Aged		Aged 91+	Open Outside Intervention
	Total	Open		2013-2014	2013-2014		0-30	31-60		
Corporate & Community	21,267	21	3	19,397	17	3	2	1	15	10
Council Property	613	54	11	346	47	11	7	4	32	38
Economic Growth	2,373	255	16	1,207	230	15	7	3	230	197
Engineering	166	15	4	95	13	4	2	1	8	5
Footpaths	72	12	4	40	10	4	0	4	4	9
Parks	118	14	5	64	13	5	1	1	7	8
Roads	2,033	190	28	1,061	138	27	12	14	137	103
Statutory Services	2,652	150	23	1,444	137	23	22	18	87	100
Trees	522	85	11	292	61	11	8	8	58	51
Waste Management	532	16	4	193	15	4	0	2	10	11
	30,348	812	109	2,275	681	107	61	56	588	532

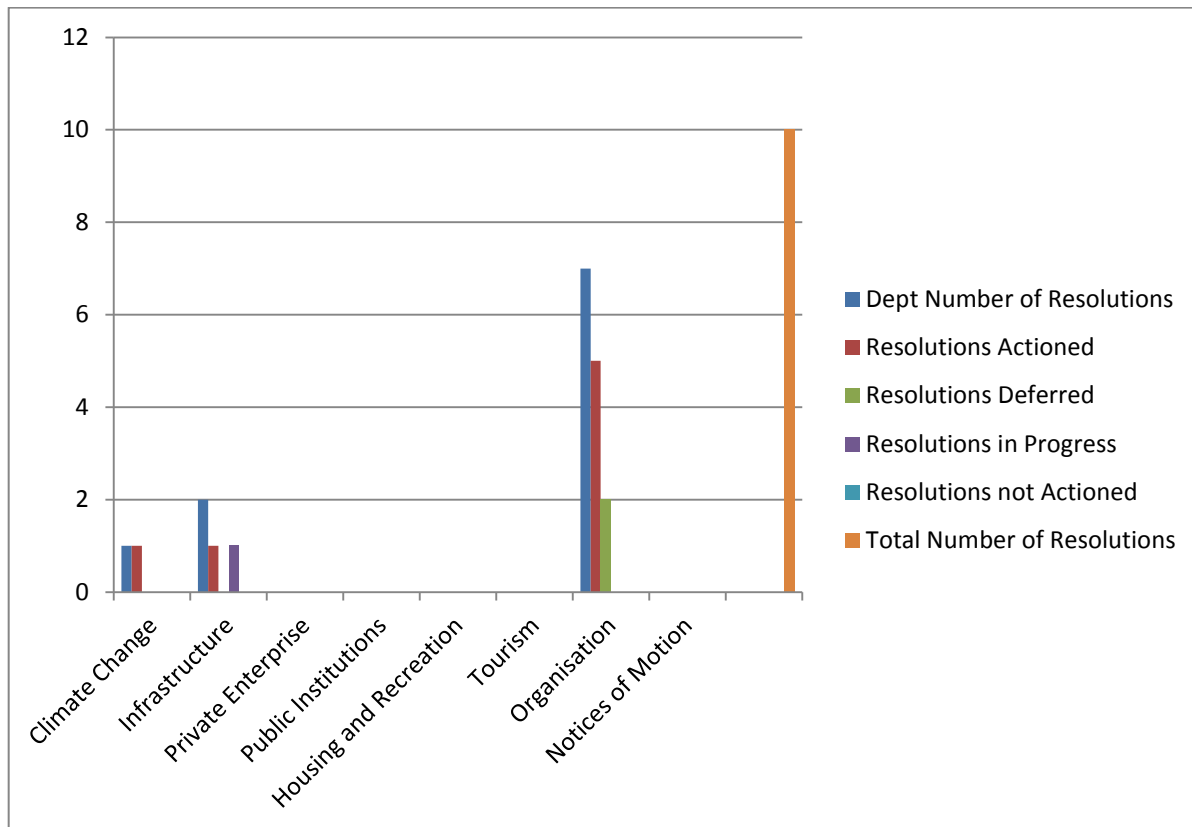
Corporate & Community	Council Property	Economic Growth	Engineering	Footpaths	Parks	Roads	Statutory Services	Trees	Waste Management
CS Answered	Council Property	Events	Engineering	Footpaths	Park/Reserve	Roads	Building	Tree	Waste Mngmt & Recycling
General	Pest Control	Planning	Footpaths	Furniture	Playground	Bridges	Animals - Domestic		
Home Modifications	Public Art	Sub Divisions	Street/Footpaths	State Forrest/National Park	State Forrest/National Park	Drainage	Animals - Other		
	Public Lighting					Emergency Call Out	Environment Protection		
	Saleyards					Naturestrip	Environmental Health		
	Sign					Roads	Fire		
						Traffic Lights	Grants		
							Incident		
							Infringement Review		
							Local Laws		



Open Requests by ServiceType



ACTIONING OF COUNCIL RESOLUTIONS
COUNCIL MEETING – 20 MAY 2014



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
31 MAY 2014**

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

Council Meeting Date	Item No. Description & Recommendation	Action to Date
<i>There are no report resolutions with outstanding actions yet to be finalised</i>		

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

Period of Review	Policy Name	Outcome
May / June 2014	Footpath Trading Policy	Refer Item 9.7.2 - Policy Revoked

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 10 May to 6 June 2014

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 13 May 2014

Time: 1.00 p.m. – 6.00 p.m.

Attendees:

Councillors

Debra Swan
Colleen Furlanetto (left meeting at 3.30 p.m.)
Malcolm Little
Patrick Storer
Graeme Williams
Robin Weatherald

Officer/s

Chief Executive Officer
Director, Asset Services (attended meetings from 2.00 p.m.)
Director, Corporate and Community
Director, Sustainable Development (attended meetings from 2.00 p.m.)

Apologies

Councillor Alister Purbrick

Matters discussed:

Declarations of Interest

1. APA Group – Briefing on Gas Pipeline Expansion
2. Planning Agenda Review
3. Honouring our Heroes – discussions with Chair
4. Assembly of Councillors
 - 4.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 4.2 Councillors Meetings Attendances
 - 4.3 Matters raised by Councillors
 - 4.4 Additional Information on Grader Purchase
 - 4.5 Accommodation needs of Euroa U3A group / invitation to attend social get-together and AGM
 - 4.6 Expressions of Interest for Strathbogie Shire Community Representative on the Goulburn Valley Regional Library Board
 - 4.7 VicForests Forest Tour & Briefing on the Proposed Amendment to the Timber Release Plans (TRP)
 - 4.8 Councillor Absences - Tuesday 27 May 2014
 - 4.9 Euroa RSL - Letter of thanks for Councillors attendance at ANZAC Day service

- 4.10 Read Around Nagambie – Thursday 22 May at 12.00 noon (Jacobson's Outlook) – request for Councillor participation (*Mayor & Deputy Mayor unavailable*)
- 4.11 Clare Malcolm (Labor Candidate for Euroa) - Request for Meeting / Briefing with Councillors
- 4.12 Letter of complaint from Professor Kate Auty
- 4.13 Media comments by Cr Robin Weatherald (including our communications protocol for Council spokesperson)
- 4.14 Sustainable Development Reference Group Charter
- 4.15 Memorandum of Understanding – Friends of the Sevens
- 4.16 Proposed Joint Statement by Victorian Local Governments on Asylum Seekers
- 4.17 Invitation to attend Official Opening of Graytown Community Centre / Handing over of Australian flag to Graytown community by the Hon. Sharman Stone, followed by barbeque lunch and Official Opening – Saturday 24 May 2014
- 4.18 Comments from meeting with Friends of the Sevens (as per email advice forwarded to Councillors by Shirley Saywell)
- 4.19 Attendance at Monash City Council Forum – Electronic Gaming Machine Applications and System Reform
5. Planning Committee Meeting
7. Community Meeting - Draft Budget / Council Plan

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 1	Councillor Williams	Yes

Record of Assembly of Councillors

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 20 May 2014

Time: 1.00 p.m. – 7.00 p.m.

Attendees:

Councillors

Debra Swan
Colleen Furlanetto
Malcolm Little
Patrick Storer
Graeme Williams
Robin Weatherald

Officer/s

Chief Executive Officer
Director, Asset Services (attended at various times through afternoon, and for Council meeting)
Director, Sustainable Development
Director, Corporate and Community (attended for Council meeting)

Apologies

Councillor Alister Purbrick

Matters discussed:

Declarations of Interest

1. Goulburn River Valley Tourism Destination Management Plan – briefing by Urban Enterprise
2. Transport Ombudsman
3. Agenda Review
4. Regional Expo Debrief
5. Assembly of Councillors
 - 5.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 5.2 Councillors Meetings Attendances
 - 5.3 Items requested by Councillors for the following months' workshop
 - 5.4 Support for Nagambie Lakes Tourism & Commerce's application for funding through the Streetlife funding program – Supporting small businesses in local shopping precincts - from Business Victoria
 - 5.5 Requests from Business Enterprise Euroa and Nagambie Lakes Tourism and Commerce for meetings with Council
 - 5.6 Contract No. 13/14-18 - Supply and Delivery of One Motor Grader – Supplementary Information
 - 5.6 Cr Weatherald
Council Plan Amendments 2014/15
6. Council Meeting

Record of Assembly of Councillors

Record in accordance with sections 77 and 80A(1) of the *Local Government Act 1989*

Note: Details of matters discussed at the meeting that have been designated confidential under section 77 of the Local Government Act 1989 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting]

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 27 May 2014

Time: 1.00 p.m. – 5.30 p.m.

Attendees:

Councillors

Malcolm Little

Patrick Storer

Graeme Williams

Robin Weatherald

Officer/s

Chief Executive Officer

Director, Sustainable Development

Director, Corporate and Community

Apologies

Councillor Alister Purbrick

Councillor Debra Swan

Councillor Colleen Furlanetto

Director, Asset Services

Matters discussed:

Declarations of Interest

1. Valuations Briefing – Valuer General Victoria representative & LG Valuations representative
2. Special Council Meeting Agenda Review
3. Planning Agenda Review
4. Assembly of Councillors
 - 4.1 Mayor & Chief Executive Officer Meetings Update / Other
 - 4.2 Councillors Meetings Attendances
 - 4.3 Items requested by Councillors for the following months' workshop
 - 4.4 Draft Proposed Council Report - Review of Meeting Procedure Local Law No. 1 (2010)
 - 4.5 Sustainable Development Reference Group Charter (Re-listed)
 - 4.6 Cr Little
Voluntary Winter Maintenance of Avenel Pool surrounds
 - 4.7 Request from Euroa Men's Shed group to use community bus
 - 4.8 Letter of Congratulations to Avenel Primary School Teacher
5. Planning Committee Meeting
6. Special Council Meeting
 - Receiving / Hearing of Submissions
 - Proposed Sale of Unused Road Reserve - Horseshoe Bend Lane and Euroa Strathbogie Road, Kelvin View
 - Proposed Sale of Land - 17a Lily Street, Violet Town

Record of Meetings of Section 86 Committees of Council
Minutes of Meetings received in the May / June 2014 Period

Name of Committee	Date of Meeting
Nagambie Action Group	31/03/14
Euroa Citizens Band	22/04/14
Euroa Community Action Group	28/04/14

- 10. NOTICES OF MOTION**

- 11. CLOSURE OF MEETING TO THE PUBLIC**

- 12. URGENT BUSINESS**

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