



**STRATHBOGIE SHIRE COUNCIL**

**MINUTES OF A SPECIAL MEETING OF THE STRATHBOGIE SHIRE COUNCIL HELD  
ON TUESDAY 23 FEBRUARY 2016 AT THE EUROA COMMUNITY CONFERENCE  
CENTRE COMMENCING AT 5.00 P.M.**

**Councillors:** Malcolm Little (Acting Chair) (Hughes Creek Ward)  
Debra Swan (Lake Nagambie Ward)  
Robin Weatherald (Mount Wombat Ward)  
Graeme (Mick) Williams (Seven Creeks Ward)

**Officers:** Steve Crawcour - Chief Executive Officer  
Roy Hetherington - Director, Asset Services  
David Woodhams - Director, Corporate and Community

**BUSINESS**

***Due to the Chair being an apology for the meeting, the Deputy Mayor assumed the role of Acting Chair for the duration of the meeting***

1. Welcome
2. Acknowledgement of Traditional Land Owners  
*'I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present, and the more recent custodians of the land'*
3. Apologies  
Councillor Colleen Furlanetto (Seven Creeks Ward)  
Councillor Alister Purbrick (Lake Nagambie Ward)  
Councillor Patrick Storer (Honeysuckle Creek Ward)  
Phil Howard - Director, Sustainable Development
4. Disclosure of Interests  

Nil
5. Reports of Council Officers
  - 5.1 Climate Change
  - 5.2 Infrastructure
  - 5.3 Private Enterprise
  - 5.4 Public Institutions
  - 5.5 Housing and Recreation
  - 5.6 Tourism
  - 5.7 Organisation
6. Urgent Business

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7. Closure of Meeting to the Public to consider matters listed for consideration in accordance with Section 89(2) (h) of the Local Government Act 1989
8. Confirmation of 'Closed Portion' Decision/s

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



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## 5. REPORTS

### 5.7 ORGANISATION

#### 5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme

##### **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, at its Ordinary Meeting held on December 15, 2015 resolved to give public notice of its intention to declare a Special Charge for the construction of drainage and road widening of Rowe Street, Euroa.

The notice invited submissions under Section 163(A), 163(B) and 223 of the Local Government Act 1989 (The Act), which were heard at the Special Council meeting of February 9, 2016.

Council can now consider the submissions and consider the Declaration of Special Charge in accordance with previous resolutions and the Public Notice.

##### **RECOMMENDATION**

That:

1. Strathbogie Shire Council having considered all submissions received and taken account of all objections lodged and complied with the requirements of sections 163A, 163B and 223 of the *Local Government Act 1989 (Act)*, and otherwise according to law and having, so far as can be ascertained from available records and can reasonably be concluded, ascertained that the Road or any component of the Road for which it is proposed the Special Charge will be declared has not previously been constructed by way of a Special Rate or Special Charge, hereby declares a Special Charge (Special Charge) under section 163(1) of the Act for the purposes of defraying expenses incurred or to be incurred by Council in relation to the widening of Rowe Street, Euroa between Garret Street and Euroa-Shepparton Road, Euroa, and the provision of any ancillary works including drainage (Road or Scheme).
2. The criteria which form the basis of the proposed declaration of the Special Charge are the ownership of rateable land in the area of the Scheme which, based on frontage (modified where appropriate), has and enjoys an abuttal to or access from the Road, which rateable land is situated within the geographical area in which the properties described in paragraphs 7 and 8 of this declaration are included.



5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme (cont)

3. In declaring the Special Charge, Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the Strathbogie Shire, in particular the provision of proper, safe and suitable roads and property services within the area for which the proposed Special Charge is declared.
4. The total cost of the performance of the function and the exercise of the power by Council (in relation to the provision of proper, safe and suitable roads and property services in the area for which the Special Charge is declared) is \$200,000 being the estimated cost of the works to be undertaken.
5. The total estimate amount to be levied under the Scheme as the Special Charge is \$100,000.
6. The Special Charge will commence on 1<sup>st</sup> July 2016 and remain in force for a period of 10 years.
7. The area for which the Special Charge is declared is all of the land shown on the plan set out in the attachment forming a part of this declaration (being Attachment 1).
8. The land in relation to which the Special Charge is declared is all that rateable land described in the listing of rateable properties set out in the attachment forming a part of this declaration (being Attachment 2).
9. The Special Charge will be declared and assessed in accordance with the amounts set out alongside each property in the attachment forming a part of this declaration (being Attachment 2), such amounts having respectively been assessed based on the length of the frontage which a property included in the Scheme has to the Road.
10. The Special Charge will be levied by sending a notice of levy in the prescribed form annually to the person who is liable to pay the Special Charge.
11. Because the performance of the function and the exercise of the power in respect of which the Special Charge is declared and levied relates substantially to capital works, the Special Charge will be levied on the basis of an instalment plan being given to ratepayers where by –
  - a. quarterly instalments are to be paid over a 10 year period, or other period as negotiated; and
  - b. quarterly instalments will include a component for reasonable interest costs, the total of which will not exceed the estimated borrowing costs of Council in respect of the construction of the Road by more than 1%.



5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme (cont)

12. Council will consider special cases of financial hardship and may reconsider other payment options for the Special Charge.
13. No incentives will be given for payment of the Special Charge before the due date for payment.
14. The Council considers that there will be a special benefit to the persons required to pay the Special Charge because there will be a benefit to those persons that is over and above, or greater than the benefit that is available to persons who are not subject to the Special Charge, and directly and indirectly as a result of the expenditure of the Special Charge the value and the use, occupation and enjoyment of the properties included in the Special Charge Scheme area will be maintained or enhanced through the provision of proper, safe, and suitable roads and property services. Without limitation, Council considers that the works to be provided under the Special Charge Scheme will:
  - a. improve vehicular access to and from the properties abutting on or accessing the Road via the works;
  - b. improve safety and amenity for motorists, cyclists and pedestrians;
  - c. allow vehicles to park on hard stand area;
  - d. eliminate water ponding on road verges and nature strips;
  - e. reduce erosion and sediment transfer, and
  - f. enhance the amenity and character of the land and the local area.
15. For the purposes of having determined the total amount of the Special Charge to be levied under the Scheme, Council further considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Scheme to which the performance for the function and the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Special Charge is in ratio of 100:0 (or 100%). This is on the basis that, in the opinion of Council there are no tangible and direct Community benefits.
16. Notice to be given to all owners of properties included in the Scheme and all persons who have lodged a submission and/or objection in writing of the decision of Council to declare and levy the Special Charge commencing on July 1, 2016, and the reasons for the decision.
17. For the purpose of paragraph 16, the reasons for the decision of Council to declare the Special Charges are that:
  - a. There is minimal objection to the Scheme and it is otherwise considered that there is broad support for the Special Charge from all property owners;



5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme (cont)

- b. Council considers that it is acting in accordance with the functions and powers conferred on it under the *Local Government Act 1989*, having regard to its role, purposes and objectives under the Act, particularly in relation to the provision of proper, safe and suitable roads and property services in the Scheme area;
- c. All persons who are liable or required to pay the Special Charge and the properties respectively owned by them will receive a special benefit in the form of an enhancement or maintenance in land values and/or a maintenance or enhancement in use, occupation and enjoyment of the properties;
- d. The basis of distribution of the Special Charge amongst those persons who are liable or required to pay the Special Charge is considered to be fair and reasonable;
- e. The works proposed by the Scheme are consistent with the policies and objectives set out in the Planning Scheme for the area; and
- f. The works proposed for the construction of the Road are necessary, reasonable, not excessive, sufficient, suitable and not costly having regard to the locality or environment and to the probable use of the Road.

08/16 **CRS WILLIAMS/SWAN** : *That the Recommendation be adopted.*

**CARRIED**

**Background**

Council directed that public notice of the intention to declare a Special Charge be given in the Euroa Gazette and the Age. The dates of publication were

Euroa Gazette	23/12/2015
Age	19/12/2015

Council also directed that separate letters enclosing a copy of the notice be sent to the owners of properties within the Special Charge area. An advance copy of the notice was forwarded on 16/12/2015 and follow up copies of the actual advertisement were sent on December 22, 2015.

The advertisement advised that:

Any person may make a written submission to the Council under sections 163A and 223 of the Act.

In addition, any person who will be required to pay the Special Charge to be imposed by the proposed declaration has a right to object to the proposed declaration and may also make a written objection to the Council under section 163B of the Act.



5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme (cont)

**Submissions**

Two letters of objection were received. Both letters made reference to Section 163B(1) of the Act but provided no information on the basis of the objections. Copies of the letters were provided to Councillors. Both submitters requested to be heard but only one submitter attended and addressed the Special Council meeting of February 9, 2016.

The submitter indicated his dissatisfaction with:

1. An estimate being used to develop the proposed declaration of Special Charge.
2. The period of notice given to an objector to prepare to be heard, particularly over the Christmas New Year period, and
3. The possibility of a Special Charge Scheme being declared on other works, where he could be included as a contributor.

**Officers Comments**

The following information is relevant in relation to the three matters raised by the submitter.

1. Estimate

It is standard practice to use an Engineers estimate as the basis for consultation with landowners and for development of a proposed Special Charge Scheme.

The use of an estimate was confirmed in the response to Ministerial Guidelines provided in the agenda for the Ordinary Meeting of December 15, 2015. Reference was also made to the upper limits of 10% increase for each of:

- Landowner liability arising from submissions or objections, and
- Cost overrun in the construction phase.

In consultation with landowners, costings were identified within a range which included 20% allowance for these matters.

In any case, and in fairness to Contractors, Council only invites tenders for any works when funding is confirmed. This occurs, in the case of a Special Charge Scheme upon the declaration of Special Charge.

2. Period of Notice

The date of February 9, 2016 was given for the hearing of submissions in the Public Notice which invited the submissions.

It appeared in The Age on December 19, 2015 and in the Euroa Gazette on December 23, 2015.





5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme (cont)

3. Other Special Charge Schemes

The Special Charge Scheme provisions in the Act are considered to be a valuable tool for Council to deliver projects of particular benefit to groups of landowners.

Council's processes of community consultation will give landowners every opportunity to participate in the development of future Special Charge Schemes.

Should Council resolve to declare the Special Charge, the information can be conveyed to the objectors, together with reasons for decision as prepared in the recommendation.

There appears to be no impediment to Council proceeding to declare the Special Charge.

**Alternative Options**

The author has 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."



5.7.1 Rowe Street Drainage and Road Widening Project – Special Charge Scheme (cont)

**Victorian Charter of Human Rights and Responsibilities Act 2006**

A statement indicating that the report 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 consideration of submissions at the meeting is part of the statutory process to establish the Special Charge Scheme. The process has proceeded in accordance with the timeframes given to residents in the consultation and design phase of the project.

**Attachments**

Attachment 1 – Scheme Area

Attachment 2 – List of Rateable Properties and amounts payable by Special Charge Scheme





**Attachment 2 - Listing of Rateable Properties and amount payable by Special Charge Contributors**

	Rateable Property	Amount Payable by Special Charge Contributors
1	26 - 28 Rowe St - a	4,034.65
2	26 - 28 Rowe St - b	4,034.65
3	30 Rowe St	4,034.65
4	32 Rowe St	4,034.65
5	34 Rowe St	4,034.65
6	1/36 Rowe St	2,320.13
7	Owners Corporation 36 Rowe St	1,714.53
8	Owners Corporation 38 Rowe St	4,034.65
9	40 Rowe St - a	3,759.93
10	40 Rowe St - b	274.73
11	42 Rowe St	4,034.65
12	44 - 46 Rowe St	8,067.30
13	48 Rowe St	4,034.65
14	50 Rowe St	3,657.68
15	52 Rowe St - a	260.69
16	52 Rowe St - b	3,667.68
17	Lot 1 - 38 Garrett St	4,558.03
18	Lot 2 - 15 Rowe St	3,683.73
19	Lot 3 - 17 Rowe St	3,683.73
20	Lot 4 - 19 Rowe St	3,683.73
21	21 Rowe St	4,034.65
22	23 Rowe St - a	4,034.65
23	23 Rowe St - b	306.81
24	Lot 1 - 25-27 Rowe St	7,319.32
25	Potential Lot 2 - 8 Euroa-Shepparton Rd	8,101.39
26	Potential Lot 3 - 8 Euroa-Shepparton Rd	4,582.10
	<b>TOTAL</b>	<b>100,000.00</b>

**5.7.2 Strathbogie Access and Disability Advisory Committee (ADAC)  
- Review of Terms of Reference (TOR)**

**Author**

Community Development Officer / Community Development 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 Access and Disability Committee has reviewed its Terms of Reference. This review includes clarification on the Aims and Objectives of the ADAC as well as including guidelines on the recruitment of new members. Reporting mechanisms of the ADAC have been enhanced to stipulate the process for communication with Council and the community.

**RECOMMENDATION**

**That Council adopts the Shire of Strathbogie Access and Disability Advisory Committee Terms of Reference 2016.**

*09/16 CRS WILLIAMS/SWAN : That the Recommendation be adopted.*

**CARRIED**

**Background**

The previous ADAC Terms of Reference specified that the document be reviewed annually. The ADAC Terms of Reference have been reviewed as required. Council has been briefed on the 2016 Terms of Reference and it is now presented for Council adoption.

The main changes to the Terms of Reference include:

- Includes an overall Aim and reduces the original 5 aims to 3 objectives
- Includes a Key Selection Criteria and Recruitment Strategy
- Strengthens the reporting mechanisms section
- Specifies the time for revision of the document and includes a link to legislation

**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.



5.7.2 Strathbogie Access and Disability Advisory Committee (ADAC)  
- Review of Terms of Reference (TOR) (cont.)

**Strategic Links – policy implications and relevance to Council Plan**

The author of this report considers that the report is consistent with Council Policies, the Inclusive Communities Plan 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**

This review of the ADAC Terms of Reference has been undertaken in consultation with contributions of content from current ADAC members.

An Easy to Read version of the TOR is currently being developed.

**Attachments**

Strathbogie Access and Disability Advisory Committee Terms of Reference 2016





## Terms of Reference 2016

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### **Aim:**

To liaise with community members and provide advice and recommendations to Strathbogie Shire Council regarding access and equity.

### **Objectives:**

1. Work in partnership with the community and Strathbogie Shire Council towards acknowledging and valuing people of all abilities.
2. Promote consultation and ensure participation mechanisms are in place for people with a disability, their carers, advocates and service providers to have meaningful input into Strathbogie Shire Council service planning and policy development.
3. Support and raise community awareness of the rights of persons with a disability.

### **Membership:**

The Access and Disability Advisory Committee (ADAC) should comprise the following:

#### **Members with voting rights:**

- People with a disability
- Rural Access Officer
- Carers
- Strathbogie Shire Council nominated Councillor
- Service providers & Community members/service clubs

#### **Members with no voting rights:**

- Strathbogie Shire Council Community Development Officer, Access and Inclusion
- Strathbogie Shire Council Senior staff member

A minimum of 50% of the ADAC membership must be living with a disability.

### **Committee Conduct Principles:**

ADAC members are expected to:

- Actively participate in Committee discussions and offer their opinions and views
- Treat all persons with respect and have due regard to the opinions, rights and responsibilities of others
- Act with integrity, avoid conflicts of interest and the releasing of confidential information
- Attend each meeting where practical, with a minimum of 50% of scheduled meetings

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### Key Selection Criteria:

The ADAC member will be able to demonstrate the following criteria:

- Knowledge and understanding of the needs and issues affecting people with a disability, their families and carers
- An interest and involvement in local community affairs, advocacy and networks
- An interest and understanding of Local Government services and programs from a disability perspective
- The ability to contribute to the strategic development of disability policy at local government level
- Willingness to commit to a 2 year appointment
- Willingness to abide by the principles of the Strathbogie Shire Council Privacy Policy

The ADAC will ensure that members of the Committee reflect the diversity within the Strathbogie Shire community including ethnicity, age, gender and geographical locations.

### Recruitment:

When vacancies arise the following process will be adhered to for the recruitment of new members:

- Community Development Officer advertises in media (local Newspapers and Newsletters, social media, website) asking for expressions of interest
- After expressions of interest are received the Community Development Officer contacts the Enquirer
- Community Development Officer sends application pack to the Enquirer, including:
  - Letter of acknowledgement
  - ADAC information flyer
  - Terms of Reference
  - Application form
  - Strathbogie Shire Council self-addressed envelope
- Upon receipt of completed application the Enquirer is asked to present for an interview with Community Development Officer, Rural Access Officer and one ADAC member
- The recruitment panel will assess the Enquirer against the selection criteria
- Enquirer will be contacted within 5 working days of the interview and advised of outcome:
  - If not accepted the enquirer will be advised by the Community Development Officer that they did not meet the selection criteria
  - If accepted the new ADAC member is forwarded a letter of offer, the Strathbogie Shire Council Privacy Policy, a copy of the previous minutes and the next meeting date
- New ADAC members will undergo induction with the Community Development Officer prior to attending their first meeting

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### Principles of Operation:

- The ADAC will meet every six weeks, to a maximum of ten times per year
- The Community Development Officer shall be the convener of the Access and Disability Advisory Committee
- The agenda will be circulated by the Community Development Officer to members one week prior to the meeting to be held
- The meeting will be chaired by the Rural Access Officer
- The Community Development Officer will take minutes and ensure these are circulated to members within one week of a meeting being held

### Reporting Mechanisms:

#### Communicating with Council:

- ADAC Recommendations to be reported to Executive Management Team via the Community Development Officer
- ADAC Meeting minutes are to be tabled at the Council Meeting following the ADAC meeting including any recommendations
- The ADAC nominated Councillor will provide Council with a briefing following the ADAC meeting
- Advice and information requested by the ADAC from Council will be communicated through the Community Development Officer

#### Communicating with community members:

- Members of the ADAC will listen to issues raised by community members and report back to the ADAC
- Community concerns will be a standing agenda item at each ADAC meeting and members given the opportunity to discuss any issues that have been raised with them
- Any issues that then need to be taken to Executive Management Team or Council will follow the "Communicating with Council" guidelines above
- ADAC members will advise community members that the ADAC member cannot act individually or provide an immediate response without consulting the group as any decisions rests with Council

### Review of Document:

The review of the Terms of Reference will occur 1 year after adoption by Strathbogie Shire Council and then bi-annually thereafter.

Any amendments to the Terms of Reference must be referred to Strathbogie Shire Council for formal adoption by resolution at a Council meeting.

### Legislation:

Victorian Disability Act 2006

<http://www.legislation.vic.gov.au/>

Disability Discrimination Act 1992

<https://www.comlaw.gov.au/series/c2004s04426>

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### **5.7.3 Mid-Year Budget Review 2015/2016**

#### **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**

The 2015/2016 Mid-Year Budget review provides the opportunity to undertake a detailed analysis of Council's Operating and Capital Budgets. The process involves estimating the end of financial year position for all programs within Council's strategic objectives.

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

The Income Statement changes identified in the mid-year review process are primarily the consequence of:

- Prepayment of 2015/16 Victorian Grants Commission funding in June 2015.
- Increased Roads to Recovery funding for 2015/16 and consequent additional capital works.
- Additional unbudgeted grants funding and consequent expenditures.
- Increased waste management services costs and offsetting waste management charges.
- Additional unbudgeted contributions.
- Net increase in materials and contractor costs.

The reviewed Balance Sheet reflects the actual position reported in the 30 June 2015 financial statements. This includes a significant adjustment for an infrastructure assets revaluation increment of \$26.7 million at 30 June 2015.

The Balance Sheet and Capital Works reports are also impacted by significant increases in unbudgeted capital grants. It is expected that some of these works will be carried forward to 2016/17.

Specific details of the Mid-Year Review variations and the updated financial statements are attached for the information of Council.

#### **RECOMMENDATION**

**That:**

- 1. Council receive the 2015/2016 Mid-Year Budget Review Report.**
- 2. Council approve the changes to the financial statements, as identified in the attachments.**

10/16 **CRS WEATHERALD/WILLIAMS** : *That the Recommendation be adopted.*

**CARRIED**

### 5.7.3 Mid-Year Budget Review 2015/2016 (cont.)

#### **Background**

The 2015/2016 Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on Tuesday 9 June 2015. A full mid-year review has now been carried out.

The attached reports provide details of the changes identified in the mid-year review process. The changes have now been incorporated in the attached financial statements

#### **Alternative Options**

The Officer providing advice in relation to this report has considered all alternative courses of action. The option presented represents the forecast position of Council at 30 June 2016.

#### **Risk Management**

Monitoring of the 2015/2016 adopted Budget provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks. This review has resulted in adjustments for known variances and, therefore, reduces the risk that the actual results will significantly differ from the budget.

#### **Strategic Links – policy implications and relevance to Council Plan**

This report is consistent with Council Policies, the Long Term Financial Plan and the Council Plan. The report also addresses Council's desire to review all aspects of Council's operations.

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

Close monitoring of budgets is in line with Best Value principles.

#### **Financial / Budgetary Implications**

The financial implications are clearly detailed in the attached 2015/2016 Mid-Year Budget Review reports.

#### **Economic Implications**

The attached report, in conjunction with the detailed briefing to Council, considers all known economic implications for the financial year ending 30 June 2016.

#### **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 unfavourable community or social implications for the Council or the broader community. Improved capital grant funding will result in improved infrastructure renewal outcomes.

#### **Victorian Charter of Human Rights and Responsibilities Act 2006**

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



5.7.3 Mid-Year Budget Review 2015/2016 (cont.)

**Legal / Statutory Implications**

There are no statutory or legal implications. The Local Government Act 1989 allows for budget reallocations.


**Consultation**

The 2015/2016 Mid-Year Budget Review has been prepared through consultation with the Executive Management Team and Senior Managers across the organisation.

Council officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

**Attachments**

- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works Statement
- Income Statement Variance Analysis
- Capital Works Statement Variance Analysis



**STRATHBOGIE SHIRE COUNCIL**

**Mid Year Review Comprehensive Income Statement 2015/16**

	<b>Adopted Budget 2015/16 \$'000</b>	<b>Mid Year Review 2015/16 \$'000</b>	<b>Variance (Favourable)/ Unfavourable \$'000</b>
<b>Income</b>			
Rates and Charges	17,031	17,175	(144)
Statutory Fees & Fines	278	297	(19)
User Fees	1,120	1,121	(1)
Contributions	19	56	(37)
Grants - Operating Recurrent	5,221	2,735	2,486
Grants - Operating Non-recurrent	539	109	430
Grants - Capital Recurrent	2,554	3,435	(881)
Grants - Capital Non-recurrent	373	1,388	(1,015)
Other Revenue	235	335	(100)
Net Gain/Loss on Disposal Assets	(181)	(181)	0
<b>Total Income</b>	<b>27,189</b>	<b>26,470</b>	<b>719</b>
<b>Expenses</b>			
Employee Costs	8,379	8,772	393
Contracts, Materials & Services	11,692	11,838	146
Bad and doubtful debts	0	0	0
Depreciation	4,990	4,982	(8)
Finance	119	115	(4)
Other Expenses	213	202	(11)
WDV Infrastructure Renewed	500	500	0
<b>Total Expenses</b>	<b>25,893</b>	<b>26,409</b>	<b>516</b>
<b>Surplus/Deficit</b>	<b>1,296</b>	<b>61</b>	<b>1,235</b>
<b>Other Comprehensive Income</b>			
Revaluation	199	199	0
<b>Total Comprehensive Result</b>	<b>1,495</b>	<b>260</b>	<b>1,235</b>

**STRATHBOGIE SHIRE COUNCIL**

**Mid Year Review Balance Sheet 2015/16**

	Adopted Budget 2015/16 \$'000	Mid Year Review 2015/16 \$'000	Variance \$'000
<b>Current Assets</b>			
Cash and cash equivalents	6,460	7,757	(1,297)
Trade and other receivables	1,693	1,610	83
Other Assets	124	147	(23)
<b>Total Current Assets</b>	<b>8,277</b>	<b>9,514</b>	<b>(1,237)</b>
<b>Non-Current Assets</b>			
Trade and Other Receivables	226	247	(21)
Property, plant and equipment, infrastructure	237,101	266,726	(29,625)
<b>Total Non-Current Assets</b>	<b>237,327</b>	<b>266,973</b>	<b>(29,646)</b>
<b>Total Assets</b>	<b>245,604</b>	<b>276,487</b>	<b>(30,883)</b>
<b>Current Liabilities</b>			
Trade and other payables	2,793	2,589	204
Provisions	2,239	2,583	(344)
Interest bearing loans and borrowings	608	610	(2)
<b>Total Current Liabilities</b>	<b>5,640</b>	<b>5,782</b>	<b>(142)</b>
<b>Non-Current Liabilities</b>			
Provisions	665	1,250	(585)
Interest bearing loans and borrowings	1,080	1,072	8
<b>Total Non-Current Liabilities</b>	<b>1,745</b>	<b>2,322</b>	<b>(577)</b>
<b>Total Liabilities</b>	<b>7,385</b>	<b>8,104</b>	<b>(719)</b>
<b>Net Assets</b>	<b>238,219</b>	<b>268,383</b>	<b>(30,164)</b>
<b>Equity</b>			
Accumulated Surplus	77,932	81,417	(3,485)
Asset Revaluation Reserve	159,637	186,366	(26,729)
Other Reserves	650	600	50
<b>Total Equity</b>	<b>238,219</b>	<b>268,383</b>	<b>(30,164)</b>

**STRATHBOGRIE SHIRE COUNCIL**

**Mid Year Review Cash Flow Statement 2015/16**

	Adopted Budget 2015/16 \$'000	Mid Year Review 2015/16 \$'000	Variance  \$'000
<b>Cash flows from operating activities</b>			
Rates and charges	16,951	17,095	(144)
Statutory fees and fines	278	297	(19)
User fees	747	747	0
Grants	8,688	8,624	64
Interest	235	335	(100)
Other receipts	391	430	(39)
Payments to suppliers	(12,202)	(11,838)	(364)
Payments to employees (including redundancies)	(9,030)	(9,422)	392
Other payments	(202)	(202)	0
<b>Net cash inflows from operating activities</b>	<b>5,856</b>	<b>6,066</b>	<b>(210)</b>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment, infrastructure	(7,821)	(9,395)	1,574
Payments for landfill rehabilitation	(524)	(524)	0
Proceeds sales of property, plant and equip, infrastructure	970	970	0
<b>Net cash used in investing activities</b>	<b>(7,375)</b>	<b>(8,949)</b>	<b>1,574</b>
<b>Cash flows from financing activities</b>			
Finance costs	(120)	(115)	(5)
Proceeds from interest bearing loans and borrowings	0		0
Repayment of interest bearing loans and borrowings	(433)	(433)	0
<b>Net cash used in financing activities</b>	<b>(553)</b>	<b>(548)</b>	<b>(5)</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(2,072)</b>	<b>(3,431)</b>	<b>1,359</b>
Cash and cash equivalents brought forward (actual 30.6.15)	8,532	11,188	(2,656)
<b>Cash and cash equivalents at end of year</b>	<b>6,460</b>	<b>7,757</b>	<b>(1,297)</b>

**STRATHBOGIE SHIRE COUNCIL**

**Mid Year Review Capital Works Statement 2015/16**

	<b>Adopted Budget 2015/16 \$'000</b>	<b>Mid Year Review 2015/16 \$'000</b>	<b>Variance \$'000</b>
<b>Capital works areas</b>			
Land	258	258	0
Buildings	1,013	1,608	595
Plant & Machinery & Equipment	673	670	(3)
Furniture and equipment	330	340	10
Roads	3,606	4,210	604
Bridges	1,297	1,502	205
Footpaths	147	222	75
Drainage	434	434	0
Kerb & Channel	62	62	0
Open Space		89	89
<b>Total Capital Works</b>	<b>7,820</b>	<b>9,395</b>	<b>1,575</b>

**Represented by:**

Asset Renewal	7,240	8,290	1,050
Asset Upgrade	433	958	525
Asset expansion	0	0	0
Asset New	147	147	0
<b>Total Capital Works</b>	<b>7,820</b>	<b>9,395</b>	<b>1,575</b>



Mid Year Review 2015/16 - Schedule of Major Variances to Original Budget

Income Statement	Variance (Favourable) Unfavourable \$'000	Variance Analysis
Income		
Rates and Charges	(144)	Additional waste management charges . Note: Offset by cost of additional waste management services provided
User Fees	(1)	
Statutory Fees and Fines	(19)	Increased planning fees
Contributions	(37)	(20) Public Open Space contributions (17) Various Community Projects
Grants - Operating Recurrent	2,486	Adjustment for 2015/16 Victorian Grants Commission installment prepaid 30 June 2015
Grants - Operating Non-Recurrent	430	10 Grant for Victoria Living Expo discontinued 450 Nagambie Main Street - Grant Received 30 June 2015 (30) Shadforth Reserve Master Plan grant
Grants - Capital Recurrent	(881)	Increased Roads to Recovery funding 2015/16
Grants - Capital Non-Recurrent	(1,015)	(500) Euroa Saleyards Roof - Stage 2 (250) Bridges renewal program (35) Campbell Street footpath (150) Vic Roads capital contribution - Nagambie Bypass (20) Mangalore School Crossing (60) Nagambie Men's Shed
Other Revenue	(100)	Other Council contributions to shared services project not previously budgeted
<b>Total Income Variance</b>	<b>719</b>	

Mid Year Review 2015/16 - Schedule of Major Variances to Original Budget

Income Statement	Variance (Favourable) Unfavourable \$'000	Variance Analysis
Expenditure		
Employee Costs	393	Includes restructure and redundancy costs/transfers from contractor costs
Contracts, Materials & Services		Additional/increased costs -
		45 Shadforth Reserve Master Plan. - note offsetting grant (\$35K)
		21 Risk Management System
		72 HR Contractor - note offsetting training costs (\$50K)
		29 HR Services - EBA
		31 Under excess insurance claims
		20 Preliminary plans for funded projects
		10 Legal fees - asset rationalisation
		155 Waste management
		<u>Decreased costs -</u>
		(50) Training
		(22) ICT costs
		(140) Strategic Planning costs to employee expenses
		(20) Insurances
	146	(6) Minor additional cost savings
Depreciation	(8)	Minor saving - motor vehicle rationalisation
Finance	(4)	Minor saving associated with loan restructure
Other Expenses	(11)	Transferred to Contracts, Materials and Services
<b>Total Expenditure Variance</b>	<b>516</b>	
<b>Surplus/Deficit Variance</b>	<b>1,255</b>	

**Mid Year Review 2015/16 - Schedule of Major Variances to Original Budget**

**Capital Expenditure**

	Adopted Budget 2015/16 \$'000	Mid Year Review 2015/16 \$'000	Variance (Favourable)/ Unfavourable \$'000
<b>Footpaths</b>			
27016 Lighting Negambie Foreshore Walkway	25	40	15
27072 Campbell St Pathway Connection Project	0	60	60
<b>Total Footpaths</b>			<b>75</b>
<b>Open Space</b>			
22035 Buckley Park Landing extension	0	89	89
<b>Total Open Space</b>			<b>89</b>
<b>Plant &amp; Machinery</b>			
28006 Plant Replacement (Strathcon)	373	370	(3)
<b>Total Plant &amp; Machinery</b>			<b>(3)</b>
<b>Bridge Construction</b>			
22036 Geodetic Rd Bridge No 19	0	140	140
22037 Halsalls Lane Bridge	0	60	60
27075 Kirwans Bridge Design	0	5	5
<b>Total Bridge Construction</b>			<b>205</b>
<b>Buildings - Municipal Properties</b>			
20075 Euroa Civic Centre: Damp Proofing	27	10	(17)
20076 Euroa Caravan Park: Amenities Building Deck Replacement	35	42	7
20078 Euroa Caravan Park: Upgrade Program	30	35	5
20079 Violet Town Depot Stage 2	25	0	(25)
20082 Euroa Works Depot - Sewerage	10	25	15
20086 Violet Town Community Centre - Roof	181	199	18
20096 Violet Town Library	40	49	9
20102 Euroa Guildas Hall: Air con, Ceiling Fans	8	0	(8)
20103 Euroa Bank Hall William Pearson	20	0	(20)
22033 Nagambie Lakes Mens Shed	0	75	75
22034 Euroa Saleyards Roof - Stage 2	0	525	525
20085 Euroa Pre School- Roller Door & PA Door	0	7	7
21102 Euroa Library - roof over rear courtyard	0	5	5
<b>Total Buildings - Municipal Properties</b>			<b>595</b>

Mid Year Review 2015/16 - Schedule of Major Variances to Original Budget

Capital Expenditure

	Adopted Budget 2015/16 \$'000	Mid Year Review 2015/16 \$'000	Variance (Favourable)/ Unfavourable \$'000
<b>Road General</b>			
23056 Avarod Drainage (contribution to Developers)	15	0	(15)
26958 Birkett St Railway Pedestrian Crossing	25	138	113
26976 Michelstown Rd: Signs Upgrade	2	0	(2)
<b>Total Road General</b>	<b>155</b>	<b>251</b>	<b>96</b>
<b>RTR: Rehabilitation Program</b>			
21105 Longwood Ruffy Rd (11)	86	346	260
21106 Eureka Strathbogrie Rd (12)	52	220	178
21121 Sheans Creek (22)	23	78	53
<b>Total RTR: Rehabilitation Program</b>			<b>490</b>
<b>RTR Reseal Program</b>			
Reduction in Reseal works	0	(348)	(346)
21142 McCambel-Graytown Rd (44)	0	17	17
<b>Total RTR Reseal Program</b>			<b>(329)</b>
<b>RTR Rehab Council</b>			
21109 Aerodrome Road - Council Funded \$74,670	0	75	75
21110 Neck Road - Council Funded \$42,315	0	42	42
21111 Neck Road - Council Funded \$33,945	0	34	34
21112 Ash Street - Council Funded \$20,160	0	20	20
21113 Birkett Street - Council Funded \$10,620	0	11	11
21122 Anderson St - Council Funded	0	12	12
21123 Mernda Ave - Council Funded	0	112	112
<b>Total RTR Rehab Council</b>			<b>306</b>
<b>Roads Other</b>			
27076 O'Connors Rd-Grant St, Mangalore - Upgrade for school bus	0	40	40
<b>Total Roads Other</b>			<b>40</b>
<b>Total Roads</b>			<b>603</b>
<b>Furniture and Equipment</b>			
21103 Eureka Office flooring, CD refs	0	10	10
<b>Total Furniture and Equipment</b>			<b>10</b>
<b>Total Capital Expenditure Variance</b>	<b>0</b>	<b>0</b>	<b>1,575</b>

**6. URGENT BUSINESS**

**7. CLOSURE OF MEETING TO THE PUBLIC TO CONSIDER MATTERS LISTED FOR CONSIDERATION IN ACCORDANCE WITH SECTION 89(2) OF THE LOCAL GOVERNMENT ACT 1989**

5.10 p.m.

**CRS SWAN/WILLIAMS -**

That Council, in conformance with Section 89(2) of the Local Government Act 1989, resolve to close the meeting to members of the public for the purpose of considering items relating to:-

- **Ground(s) under section 89(2):**

89(2)(h) *Any other matter which the Council or Special Committee considers would prejudice the Council or any person*

11/14

**ON BEING PUT, THE MOTION WAS CARRIED**

5.15. p.m.

**CRS WILLIAMS/WEATHERALD -**

That Council open the meeting to members of the public and resume normal business.

13/16

**ON BEING PUT, THE MOTION WAS CARRIED**

**8. CONFIRMATION OF 'CLOSED PORTION' DECISION/S**

*Closed Portion Decision/s -*

**C.P. 1 Proposal for Sale of Vale Street Units and Discontinuance of Road - Nagambie**

**RECOMMENDATION**

**CRS WILLIAMS/SWAN -**

That the decision/s of Council's 'Closed Portion' considerations be confirmed.

14/16

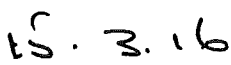
**ON BEING PUT, THE MOTION WAS CARRIED**



**THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.18 P.M.**

Confirmed as being a true and accurate record of the Meeting

  
.....  
Acting Chair

  
.....  
Date