

STRATHBOGRIE SHIRE COUNCIL



Notice is hereby given that a Meeting of the Strathbogrie Shire Council will be held on Tuesday 19 April 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

Chair:	Laura Binks (Mayor)	(Mount Wombat Ward)
Councillors:	David Andrews	(Lake Nagambie Ward)
	Reg Dickinson	(Lake Nagambie Ward)
	Sally Hayes-Burke	(Seven Creeks Ward)
	Kristy Hourigan	(Seven Creeks Ward)
	Paul Murray	(Hughes Creek Ward)
	Chris Raeburn	(Honeysuckle Creek Ward)
Officers:	Julie Salomon	Chief Executive Officer (CEO)
	David Roff	Director, Corporate Operations (DCO)
	Amanda Tingay	Director, Community and Planning (DCP)
	Dawn Bray	Director, People and Governance (DPG)
	Braydon Aitken	Manager, Planning and Investment (MPI)

The gallery is open to the public, however, members of the public who wish to attend must be fully vaccinated and check-in, either by Council's QR code or by signing in manually, and will also be required to provide / show their proof of vaccination status.

Community members are also encouraged to watch the livestreaming of the meeting online at www.strathbogrie.vic.gov.au

*Questions for the Ordinary Council Meeting must be submitted by **12 noon on Tuesday 19 April 2022** by emailing info@strathbogrie.vic.gov.au. Questions will be read out by the Mayor during the Public Question Time component of the meeting and responded to in the usual way by Councillors and/or Officers.*

1. Welcome

2. Acknowledgement of Traditional Land Owners

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

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

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

3. Apologies / Leave of Absence

Kristin Favaloro Executive Manager, Communications and Engagement
(EMCE)

4. Disclosure of Conflicts of Interest

5. Confirmation of Minutes of Previous Meetings

RECOMMENDATION

That the Minutes of the Council meeting held on Tuesday 15 March 2022 be confirmed.

6. Petitions

7. Reports of Mayor and Councillors and Delegates

8. Public Question Time

Public Question Time will be conducted as per Rule 31 of Strathbogie Shire Council's Governance Rules. A copy of the required form for completion and lodgment, and associated Procedural Guidelines, are attached for information.

As the questions are a permanent public record and to meet the requirements of the Privacy and Data Protection Act 2014, only the initials of the person asking the question will be used together with a Council reference number.

Response/s to Public Questions raised and responded to at the Council meeting held on Tuesday 15 March 2022 were documented in the Minutes of the meeting.

9. Officer Reports

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

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

Julie Salomon
CHIEF EXECUTIVE OFFICER

15 April 2022

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

NEXT MEETING

The next monthly Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 17 May 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. / 2022

Public Question Time Form Ordinary Council Meeting

Strathbogie Shire Council has allocated a time for the public to ask questions in the business of an Ordinary Meeting of the Council.

How to ask a question:

Questions submitted to Council must be:

- (a) in writing, state the name, address and telephone number of the person submitting the question and generally be on this form, approved by Council; and
- (b) submitted to Council in person or electronically.

The Chair may refrain from reading a question or having a question read if the person who submitted the question is not present in the gallery at the time when the question is due to be read. Please refer to the back of this form for procedural guidelines.

Question/s: (please print clearly with a maximum of 25 words)

1.....
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.....
.....

2.....
.....
.....
.....
.....

Name:

Address:

Telephone Number:

Signature: (signature not required if submitted by email)

Date of Ordinary Council Meeting:

Privacy Declaration: Personal information is collected on this form to allow Council to undertake follow-up / response and to confirm identity for future reference where necessary. The questioner's initials only, together with a question reference number, will be included in Council's Minutes. Council Minutes are a public document which will be published on Council's Website and are available for public scrutiny at any time. Other personal details included on this form will not be included in the Minutes and will be kept for Council reference only, unless disclosure is required for law enforcement purposes or under any other statutory requirement

Public Question Time – as per Rule 31 of the Strathbogie Shire Council Governance Rules

31. QUESTION TIME

- 31.1 There must be a public question time at every Council meeting fixed under Rule 19 to enable members of the public to submit questions to Council.
- 31.2 Sub-Rule 31.1 does not apply during any:
 - 31.2.1 period when a meeting is closed to members of the public in accordance with section 66(2) of the Act; or
 - 31.2.2 election period.
- 31.3 Public question time will not exceed 30 minutes in duration.
- 31.4 Questions submitted to Council must meet all of the following:
 - (a) be in writing and state the name and address of the person submitting the question;
 - (b) be generally be in a form approved or permitted by Council; and
 - (c) be lodged either by delivery to Council's main office, or electronically at the prescribed email address prior to 12 noon on the day of the Council meeting.
- 31.5 No person may submit more than two questions at any one meeting.
- 31.6 If a person has submitted two questions to a meeting, the second question may:
 - 31.6.1 at the discretion of the Chair, be deferred until all other persons who have asked a question have had their questions asked and answered; or
 - 31.6.2 not be asked if the time allotted for public question time has expired and Council has not resolved to extend the time allocated for public questions.
- 31.7 If the person who has submitted the question is not present at the meeting the Chair, or a member of Council staff nominated by the Chair, will read out the question on the person's behalf if the person has elected not to participate in the meeting either by way of the live streaming software or by teleconference.
- 31.8 A question may be disallowed by the Chair if the Chair determines that it:
 - (a) relates to a matter outside the duties, functions and powers of Council;
 - (b) Is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - (c) deals with a subject matter already answered;
 - (d) is aimed at embarrassing a Councillor or a member of Council staff;
 - (e) relates to personnel matters;
 - (f) relates to the personal hardship of any resident or ratepayer;
 - (g) relates to industrial matters;
 - (h) relates to contractual matters;
 - (i) relates to proposed developments;
 - (j) relates to legal advice;
 - (k) relates to matters affecting the security of Council property; or
 - (l) relates to any other matter which Council considers would prejudice Council or any person.
- 31.9 Any question which has been disallowed by the Chair must be made available to any other Councillor upon request.
- 31.10 All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.
- 31.11 Like questions may be grouped together and a single answer provided.
- 31.12 The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.
- 31.13 A Councillor or the Chief Executive Officer may require a question to be put on notice. If a question is put on notice, a written copy of the answer will be sent to the person who asked the question within five (5) working days and the answer included in the following Council meeting's agenda.
- 31.14 A Councillor or the Chief Executive Officer may advise Council that it is his or her opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or Chief Executive Officer (as the case may be) must state briefly the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.

REPORTS INDEX

		Page No.
9.	OFFICER REPORTS	
9.1	Strategic and Statutory Planning	
9.1.1	Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608	1
9.1.2	Planning Applications Received and Planning Applications Determined - 1 to 31 March 2022	32
9.2	Community	
9.2.1	Application for Sponsorship - Euroa Town Criterium Event	41
9.2.2	Terms of Reference - Streetscape Plan Working Groups in Strathbogie and Violet Town	49
9.2.3	Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop	57
9.2.4	Revised Community Grants Program Guidelines 2022	120
9.2.5	Climate Change Action Plan – Draft for Exhibition	140
9.3	Infrastructure	
9.3.1	Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement	146
9.3.2	Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum	152
9.3.3	Contract Variation - Contract No. 20/21-62: Euroa/Strathbogie Road and Creek Junction Road Intersection Re-alignment	159
9.3.4	Contract Variation - Contract No. 21/22-17: Roads Rehabilitation Program 2021-22	164
9.3.5	Contracts Awarded Under Delegation	169
9.3.6	Strathbogie Shire Council Asset Plan – 2022-2032	173
9.4	Corporate	
9.4.1	Strathbogie Shire Council Audit and Risk Committee - Appointment of Chair	179
9.4.2	Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget	182
9.4.3	Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment	186

9.5	Governance and Customer Service	
9.5.1	Reappointment of Municipal Monitor	193
9.5.2	Determination of Councillor Allowances	197
9.5.3	2021-25 Council Plan Update	203
9.5.4	Monthly Performance Report	208
9.6	Executive	
10.	NOTICES OF MOTION	230
10.1	Notice of Motion – Council Meeting Tuesday 19 April 2022 Commonwealth Games Advocacy Lodged by Councillor Laura Binks and Councillor David Andrews(Notice of Motion Ref. No: 02/2022)	230
11.	NOTICES OF RESCISSION	234
12.	URGENT BUSINESS	234
13.	CONFIDENTIAL BUSINESS	234
	CONFIDENTIAL APPENDICES	234
	<i>APPENDICES DEEMED CONFIDENTIAL IN ACCORDANCE WITH SECTION 66(2)(A) AND PART 1, CLAUSE 3 OF THE LOCAL GOVERNMENT ACT 2020</i> (f) <i>personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and</i> (g) <i>private commercial information, being information provided by a business, commercial or financial undertaking that—</i> <i>(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage</i>	
	Appendix 1: Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement	
	Appendix 2: Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum	
	Appendix 3 Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget - Rental payments and capital works expenditure for the Euroa Caravan Park as per the terms of the lease transferred to Lilly Ann Pty Ltd on 21 February 2017	

9. OFFICER REPORTS

9.1 STRATEGIC AND STATUTORY PLANNING

9.1.1 Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608

Author: Town Planner

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

- The proposal is to use and develop the land for a dwelling with associated outbuildings, along with the removal of native vegetation.
- The dwelling is proposed on a small lot measuring just over 4000 square metres, in a farming area of minimum lot size 40 hectares. This site is not identified within the Rural Residential Strategy 2004. The site is located approximately 5 kilometres north of Nagambie township and to the west of the lake environs. It is accessible only by dirt farm roads and set amongst large farming enterprises (61 hectares to 237 hectares) with open paddocks.
- This proposal was notified to surrounding owners and occupiers and no objections have been received.
- The application has not been assessed within the sixty-day timeframe due to the need for the item to be heard before Council.
- The proposal, having been assessed against the planning scheme, is not weighted in favour of support failing to meet the Purpose and Decision Guidelines of the Farming Zone and gain support from the planning policy.
- It is recommended that Council resolve to issue a Notice of Decision to Refuse to Grant a Permit in accordance with the Officer's recommendation.

RECOMMENDATION

That Council:

- 1. Having caused notice of Planning Application No. P2021-108 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to issue a Notice of Decision to Refuse to Grant a Permit under the provisions of Strathbogie Planning Scheme in respect of the land known as Lot 1 on TP393753 Bailieston Reedy Lake Road, Bailieston VIC 3608, for the Use and Development of Land for a Dwelling and Removal of Native Vegetation based on the following reasons:***
 - a. The proposal does not support the Purpose of the Farming Zone and does not weight in favour of support when assessed against the appropriate decision guidelines of the Farming Zone.***

9.1.1 Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608 (cont.)

b. The proposal, when assessed against the policy throughout the Strathbogrie Planning Scheme, is not weighted in favour of support. The relevant policy that provides direction, and which does not weight in favour of support are –

Clause 11 Settlement

Clause 11.01 Victoria

Clause 11.02 Managing Growth

Clause 14 Natural Resource Management

Clause 14.01-1S Protection of Agricultural Land

Clause 21.01 Municipal Profile

Clause 21.01 Sustainable Settlement

Clause 21.02-3 Rural Residential

Clause 21.02-4 Rural Zones

Clause 21.04 Sustainable Environment

Clause 21.06-2 Adapting and Diversifying Agriculture

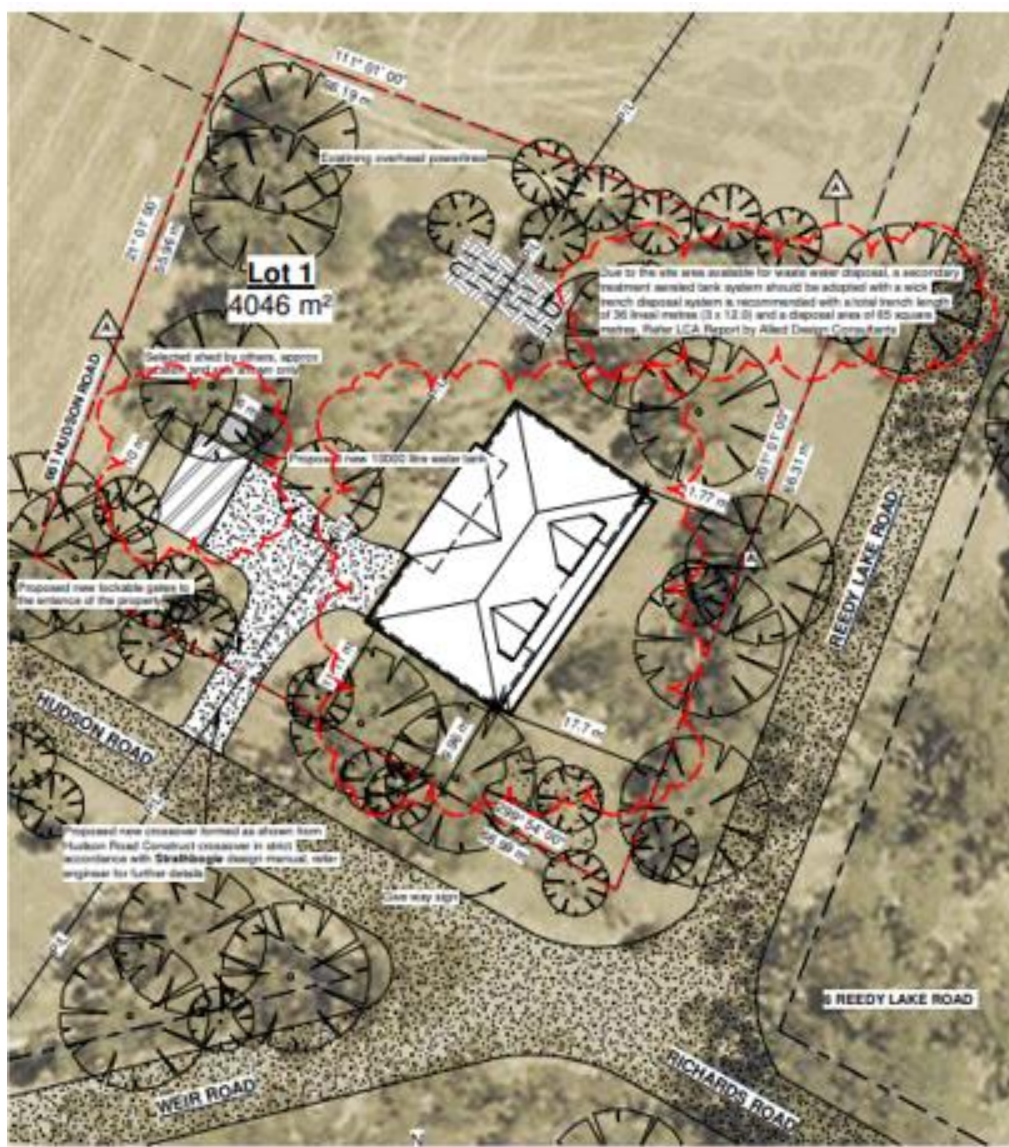
Clause 22.01 Housing and House Lot Excision in the Farming Zone.

PUPPOSE AND BACKGROUND

The proposal is to use and develop the land for a dwelling, associated outbuildings, as well as remove some native vegetation.

The dwelling is not in association with a farming activity, is on a lot less than the minimum lot size in the area and is not identified in the Rural Residential Strategy 2004 which manages rural residential development into appropriate areas as identified, which are otherwise not supported in the Farming Zone.

9.1.1 Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailleston VIC 3608 (cont.)



Subject site and proposal

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Council is a Responsible Authority under the Planning and Environment Act 1987 (the Act). In this role, Council administers the Strathbogie Planning Scheme (Planning Scheme) and, among other things, determines planning permit applications made for the use and development of land within the municipality.

Under delegated authority of Council, Council Officers determine some matters.

Any application that is recommended for Refusal is heard before Council.

9.1.1 Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608 (cont.)

SUMMARY OF KEY ISSUES

- A dwelling in isolation not associated with agriculture;
- Site not identified within the Rural Residential Strategy 2004;
- Incompatible uses located together;
- Possible introduction of plant and animal pests;
- Potential vehicle accessibility and bushfire risk;
- Potential pressure on surrounding farms to sell off pieces of land for lifestyle dwellings due to the price rise from demand;
- Incremental loss of farming land, particularly in this area identified as being of strategic significance; and
- Eventual loss of productive farming to the economy.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

Individual applications consider these requirements through assessment phase of each application as per the Planning and Environment Act 1987 and the provisions of the Strathbogrie Planning Scheme. The application was advertised to adjacent and nearby owners and occupiers. The proposal was accessible on Council's website. The notice was carried out in accordance with the legislation. No objections have been received to Council.

The applicant has been informed that the proposal is being recommended for refusal.

POLICY CONSIDERATIONS

Council Plans and Policies

There are no implications on the Council Plan or any Council Policies as a result of this decision.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision making.

More information is provided in the Officer Planning Report attached.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

This proposal is being considered under Section 61 of the Planning and Environment Act 1987.

9.1.1 Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608 (cont.)

Conflict of Interest Declaration

All officers and contractors involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This application is being heard by Council due to the officer's recommendation for refusal. The applicant has been notified of this and directed to the Agenda for the Report, advised they will be contacted with the resolution and reminded of their avenue to VCAT should they wish to appeal any decision by Council.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district including mitigation and planning for climate change risks, is to be promoted.

Economic

This proposal is not supported as it will impact detrimentally on the local, state and national economy should productive farming land be incrementally eroded due to unmanaged demand for rural lifestyle development.

Social

There could be a detrimental impact on the farming community's social cohesion, health and wellbeing, and support of each other, due to the encroachment of rural lifestyle development.

Environmental

The application has been assessed against the relevant provisions of the *Planning and Environment Act 1987* and the removal of the native vegetation, although stated in the Biodiversity Report as being of little value, has been assessed into the intermediate pathway which signifies some value. Department of Environment Land Water and Planning was referred to and they have not objected and an offset is required. There will always be some detrimental impact as native vegetation is incrementally removed, particularly around sensitive environs such as lakes and rivers, where it can form important connecting points for fauna moving throughout the landscape.

Climate change

The Strathbogie Planning Scheme has incorporated broader considerations on Climate Change, with the assessment that the proposal will have some impact on worsening the effects due to the proposed removal of native vegetation, regardless of how small the amount to be removed. In this particular area any native vegetation would form part of the lake and river environs and be part of a carbon sequestering process, as well as providing oxygen and cooling effects to the locality., as well as enabling healthy biodiversity.

9.1.1 Planning Permit Application No. P2021-108 - Use and Development of Land for a Dwelling and Removal of Native Vegetation ~ Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608 (cont.)

Even though it has been assessed in accordance with the Guidelines, any removal is always of detriment, given that offsets are located elsewhere and not necessarily within the municipality.

HUMAN RIGHTS CONSIDERATIONS

The application is being assessed in accordance with relevant legislation, and all parties will be afforded all relevant rights of appeal at the Victorian Civil and Administrative Tribunal.

CONCLUSION

After due assessment of all the relevant factors, it is considered appropriate to issue a Notice of Decision to Refuse to Grant a Permit.

ATTACHMENTS

Attachment 1: Officer Planning Report

Attachment 2: Plans

ATTACHMENT 1:

Officer Planning Report

Application Details:

Application is for:	Use and Development of Land for a Dwelling and Removal of Native Vegetation
Applicant's/Owner's Name:	CBA Building Designers
Date Received:	24 June 2021
Statutory Days:	More than 60 days
Application Number:	P2021-108
Planner: Name, title & department	Gillian Williamson Principal Planner Planning and Investment Department
Land/Address:	Lot 1 on Title Plan 393753, Reedy Lake Road, Bailieston VIC 3608
Zoning:	Farming Zone
Overlays:	No Overlay
Is a CHMP required?	The subject site is within an Area of Cultural Heritage Sensitivity however the proposal is exempted under the Aboriginal Heritage Regulations 2018 Regulation 9
Is it within an Open Potable Catchment Area?	No
Under what clause(s) is a permit required? (include description)	<p><u>Farming Zone</u> Pursuant to Clause 35.07-1 of the Farming Zone a permit is required to use the land for a dwelling. Pursuant to Clause 35.07-4 a permit is required to construct a building associated with a Section 2 use and within setbacks (any other road 20m, another dwelling not in same ownership 100m).</p> <p><u>Clause 52.17 Native Vegetation</u> Pursuant to Clause 52.17-1 a permit is required to remove, destroy or lop native vegetation including dead native vegetation. An application must comply with the application requirements specified in the <i>Guidelines</i>.</p>
Restrictive covenants on the title?	Nil
Current use and development:	Vacant
Adjacent to the PRN TRZ2	No
Status of Road on Road Register	Local Council roads and not constructed
Adjacent to Public Land	No
Current use and development:	Vacant land

Application Checklist:

Application form <input checked="" type="checkbox"/>	Title enclosed <input checked="" type="checkbox"/>	Fee paid <input checked="" type="checkbox"/>
Site Plan <input checked="" type="checkbox"/>	Plans of Proposal <input checked="" type="checkbox"/>	Planning Report <input type="checkbox"/>
Supporting Information <input checked="" type="checkbox"/>	Effluent Disposal <input checked="" type="checkbox"/>	Other <input type="checkbox"/>

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

After reading the definitions of a general or material conflict of interest as defined by the *Local Government Act 2020*, do you have a conflict of interest?

Yes ☐

(if YES, please complete a Conflict of Interest and Declaration Making Declaration form)

No ☒

Recommendation

That Council -

1. Having caused notice of Planning Application No. P2021-108 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to issue a Notice of Decision to Refuse to Grant a Permit under the provisions of Strathbogrie Planning Scheme in respect of the land known as Lot 1 on TP393753 Bailieston Reedy Lake Road, Bailieston VIC 3608, for the Use and Development of Land for a Dwelling and Removal of Native Vegetation based on the following reasons:
 - a. The proposal does not support the Purpose of the Farming Zone and does not weight in favour of support when assessed against the appropriate decision guidelines of the Farming Zone.
 - b. The proposal, when assessed against the policy throughout the Strathbogrie Planning Scheme, is not weighted in favour of support. The relevant policy that provides direction, and which does not weight in favour of support are –
 - Clause 11 Settlement
 - Clause 11.01 Victoria
 - Clause 11.02 Managing Growth
 - Clause 14 Natural Resource Management
 - Clause 14.01-1S Protection of Agricultural Land
 - Clause 21.01 Municipal Profile
 - Clause 21.01 Sustainable Settlement
 - Clause 21.02-3 Rural Residential
 - Clause 21.02-4 Rural Zones
 - Clause 21.04 Sustainable Environment
 - Clause 21.06-2 Adapting and Diversifying Agriculture
 - Clause 22.01 Housing and House Lot Excision in the Farming Zone.

Proposal

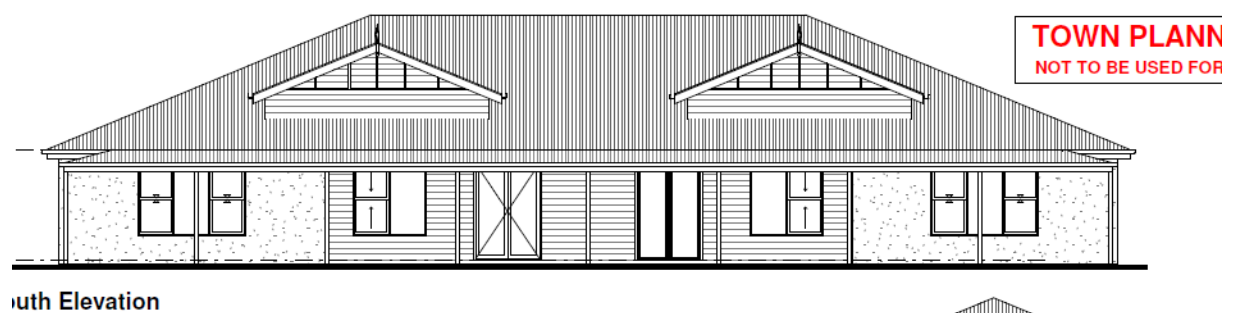
The proposal is to construct a dwelling and remove native vegetation on this subject site.

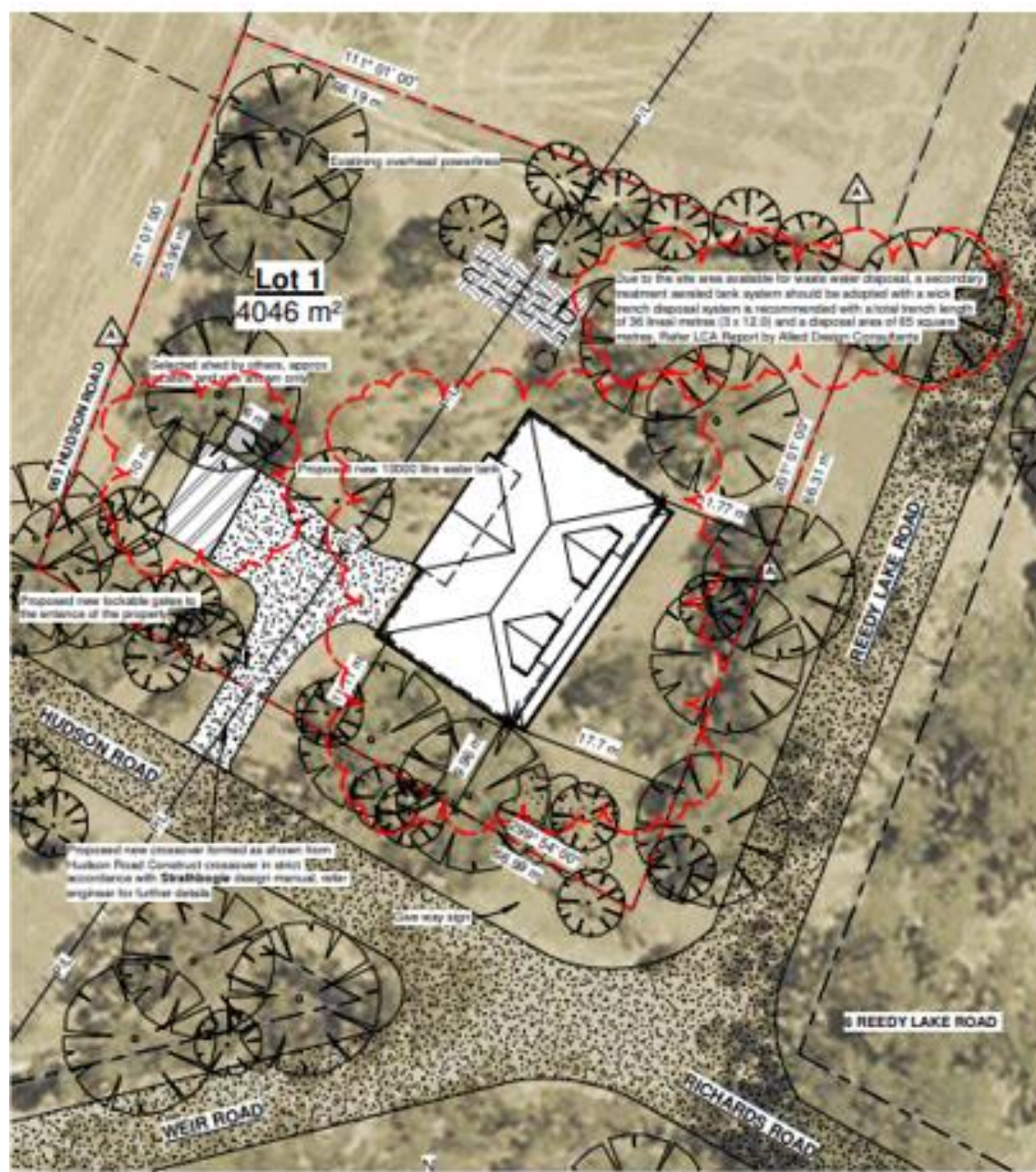
Dwelling

The proposed dwelling is single storey, modern and comprises four bedrooms, two bathrooms, kitchen/dining/living area and a study in a floor area of approximately 395 square metres.

The external materials and colours are non reflective and muted in tone.

The access is via a dirt road at an intersection of local dirt roads.





Native Vegetation

The proposal includes the removal of native vegetation as the site is not less than 0.4 hectares (which would allow for an exemption to consider this under the application).

The supporting Biodiversity Report provides the following –

‘The development is located on a very weedy property, dominated by introduced plants, mostly peppercorn trees, with many high threat weeds (oxalis, bridle creeper, phalaris) along with other introduced grasses and broadleaf weeds.

The footprint is small and covers poor quality remnant vegetation and zones not considered assessable that are very modified.

No feasible opportunities exist to further avoid removal or minimise impacts without compromising the proposed development.’

It is also stated that the client will purchase third party offsets.

The location is not within an endangered Ecological Vegetation Class.

The assessment pathway is intermediate and does not require referral under Section 55 to DELWP, however it was referred as a Section 52 referral, given the proximity to the water environs and the pathway was not Basic and council has no Biodiversity Officer to review the Report to ensure it truly reflects the location.

No large trees are proposed to be removed and the offset provided will be within the Goulburn Broken Catchment Management or municipal area.

Subject site & locality

Inspection date/s: July 2021	Officer: Gill Williamson PP	Area of land: 0.4ha inappropriate location for a dwelling
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The site is located approximately 5 kilometres north of Nagambie main township and approximately 2.5 kilometres west of Kirwans Bridge rural residences. It lies outside the Rural Residential Strategy 2004 areas identified for managed rural residential development (as shown below in the insert with the two circles). It is a small lot measuring just over 0.4ha, located at the junction of Hudson, Reedy Lake, Weir and Richards Roads. This site is surrounded on three sides by large farming businesses in a 40 hectare minimum lot size area.

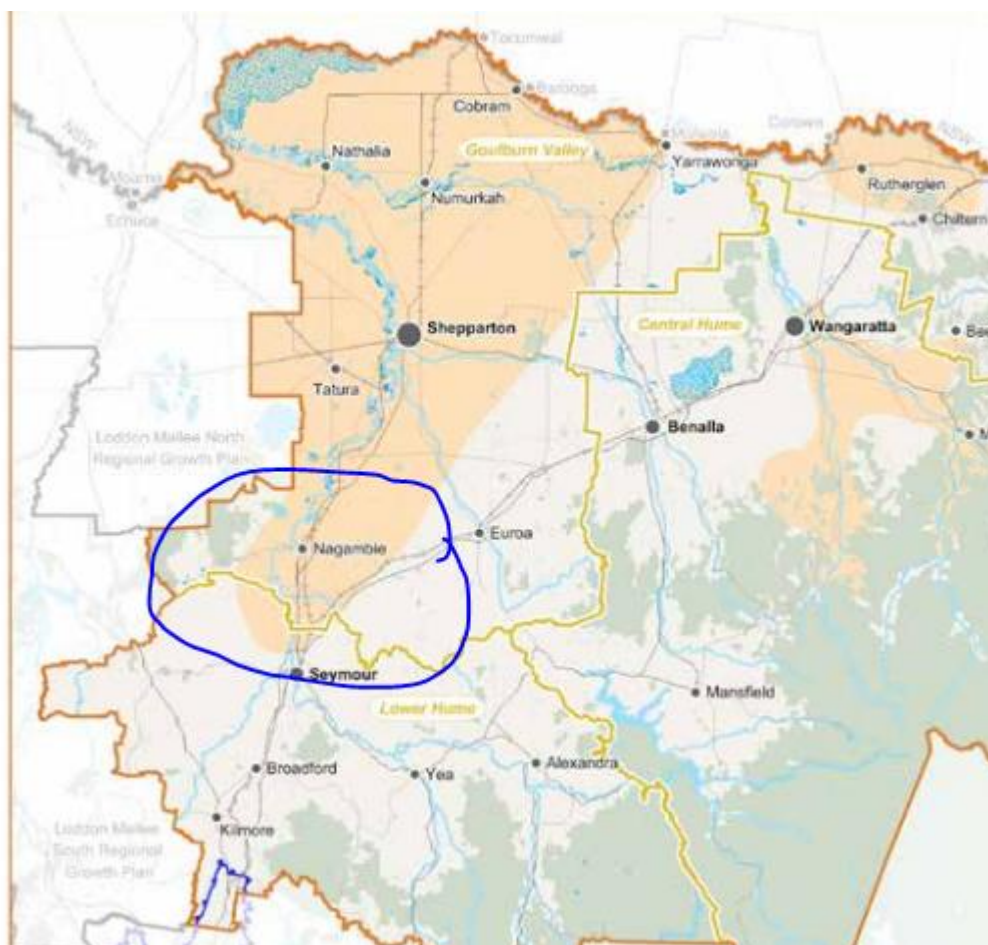


The blue cross identifies the subject site.



The pink dot identifies the subject site and the surrounding farms are identified by size.

This area of the Shire is identified in the Hume Regional Growth Plan 2014 as being within an area of Strategic agricultural land of national / state, regional or sub regional significance. The Plan directs planning to minimise fragmentation of agricultural land, avoid conflicting land uses and activities, and maintain and enhance infrastructure supporting rural industry. This is discussed further in the concluding Assessment.



PART C | TOWARDS THE REGIONAL GROWTH PLAN

f) Minimise fragmentation of agricultural land

Fragmentation of farmland occurs when traditional farming areas are broken up by the introduction of alternative, predominantly non-farming, uses such as lifestyle dwellings and rural residential subdivisions, tourism and boutique industries. These changes may limit agricultural intensification, diversification or expansion and restrict current farming practices or even make them untenable. This may result in irreversible land use change. Fragmentation is particularly prevalent where land has high landscape amenity value, is relatively inexpensive, is near sealed roads and has a historical pattern of small allotments.

In the Hume Region, pressure for residential development not related to farming appears to be focused in linear formations along roads and valleys, in areas where land is considered to have an uncertain agricultural future, in peri-urban regions, and in high amenity areas.

Strategic planning for these non-farming uses in rural areas should continue to take into account the potential impacts on farming activities.

g) Avoid conflicting land uses and activities

Introduction of sensitive uses, such as housing, can compromise opportunities for growth and investment in productive rural areas. Conflicts can arise as a result of noise, dust, spray drift, water usage and odours from farming activities. Considering the right to farm in these areas and providing for strategically located rural residential developments may help to minimise conflict between sensitive land uses and agricultural activities in rural areas. Applying appropriate buffers between agricultural uses or rural industries and sensitive land uses, such as residential uses, will also contribute to this.

Non-agricultural uses in productive rural areas need to be managed to minimise biosecurity risks and support ongoing agricultural production.

h) Maintain and enhance infrastructure supporting rural industry

Rural industries in the Hume Region are supported by significant infrastructure, including major transport corridors, irrigation networks and drainage systems, water storages, the natural gas supply network and electricity generation and transmission systems. The continued maintenance and enhancement of this infrastructure is essential to securing a productive and sustainable agricultural sector in the region.

Permit/Site History

There is no prior planning permit history recorded on Council's current systems.

Further Information

Further Information Required:		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
What was requested?			
<ul style="list-style-type: none"> The subject site is not identified in the Rural Residential Strategy 2004 as being a controlled lot for rural residential lifestyle living. An LCA has not been provided. Native Vegetation will be impacted and a Biodiversity Report following the Guidelines is required. What is the Caretakers Dwelling caretaking? 			
<p>The original application was for a caretakers dwelling but it was changed to dwelling in response to this RFI</p> <p>Consulted with the Team about this proposal prior to RFI</p>			
FI Requested: 2/8/2021		FI Received: 25/10/2021 – will progress	

Advertising/Public Notification

Is notification/advertisement required under section 52?					<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Exempt
Please provide comment							
Advertised by:		<input checked="" type="checkbox"/> Council			<input type="checkbox"/> Applicant		
Site plan selected:		<input checked="" type="checkbox"/> Plans for Notice			Yes		
		<input checked="" type="checkbox"/> Notice list			Yes		
Add Instructions on Spear		<input type="checkbox"/> Yes			<input checked="" type="checkbox"/> No		
Letters: Yes	Signs: No	Paper: No	Sent: 9/11/2021	Stat Dec Rec: NA			
Objections received?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			Number:		

Consultation

No consultation has been required to be undertaken.

Referrals

External Referrals/Notices required by the Planning Scheme:

REFERRALS					
Add instructions on SPEAR:				<input type="checkbox"/> Yes	<input type="checkbox"/> No
Referrals Authority	Type of Referral	Referral Clause and Description	Additional Instructions	Date sent	Date received including Advice/Response/Condition
DELWP	Section 52	Concerns about the veg removal on this site and proximity to lake environs – Intermediate Pathway		8/11/2021	Conditional consent
HEALTH	Internal	LCA		8/11/2021	Conditions
ENGINEER	Internal	Access Drainage		8/11/2021	Conditions
OTHER – Please specify					

Assessment

The zoning of the land and any relevant overlay provisions

Farming Zone

Purpose:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.

- *To encourage the retention of employment and population to support rural communities.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure.*
- *To provide for the use and development of land for the specific purposes identified in a schedule to this zone.*

Pursuant to Clause 35.07-1 a permit is required to use the land for a dwelling on a lot smaller than the area specified in a schedule or 40-hectares. In this area the minimum lot size is 40- hectares.

Pursuant to Clause 35.07-4 a permit is required to construct a building and carry out works for a use associated with a Section 2 use and within setbacks (20m from any road, 100m from another dwelling not in the same ownership).

The use of the land for a dwelling must meet the following requirements –

- *Access to the dwelling must be provided via an all weather road with dimensions adequate to accommodate emergency vehicles.*
- *Each dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available all wastewater from each dwelling must be treated and retained within the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017 for an on-site wastewater management system.*
- *The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for fire fighting purposes.*
- *The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.*

An application to use a lot for a dwelling must be accompanied by a written statement which explains how the proposed dwelling responds to the decision guidelines for dwellings in the zone.

Appropriate decision guidelines are considered to be –

General issues

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.*
- *How the use and development makes use of existing infrastructure and services.*

Agricultural issues and the impacts from non-agricultural uses

- *Whether the use or development will support and enhance agricultural production.*
- *Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.*
- *The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.*
- *The capacity of the site to sustain the agricultural use.*
- *The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.*
- *Any integrated land management plan prepared for the site.*

Dwelling issues

- *Whether the dwelling will result in the loss or fragmentation of productive agricultural land.*

- *Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.*
- *Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.*
- *The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.*

Environmental issues

- *The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.*
- *The impact of the use or development on the flora and fauna on the site and its surrounds.*
- *The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.*
- *The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

Design and siting issues

- *The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.*
- *The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.*
- *The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.*
- *The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.*
- *Whether the use and development will require traffic management measures.*

Officer Response:

The subject site is located at a junction of unconstructed roads that create dust in dry times and are likely compromised during wet times. These roads are local farm roads, used by the surrounding farmers.

The proposal does not provide for the use of land for agriculture and although that is quite obvious given the lot size, it does not mean that it should be used for a dwelling given a number of matters that planning is directed to consider when assessing an application such as this. These matters are considered throughout the report.

This small lot is surrounded directly by three large farming enterprises – all over the 40 hectare minimum and all carrying out grazing and animal production. The farms range in size from 61 hectares to 237 hectares. It is known that where lifestyle dwellings are set amongst farming activities, there is conflict between the two uses, with the lifestyle lots introducing adverse effects on the farms by way of complaints about the farming activities (due to noise, dust, chemical use, scare guns, firearms use, non urban working hours etc regardless of an agreements on title about not complaining), expectations of road upgrades, increase in farming land prices due to lifestyle lots being allowed, introduction and exacerbation of pests and impact on biosecurity and the inability to expand and / or change the farming activities.

This proposal does not encourage the retention of employment, in fact it is possible that farms around the area will be exposed to more pressure to develop as lifestyle lots if this proposal is supported. Potentially an established rural community in this locality could lose cohesion and their combined support of each other if the area is infiltrated with rural lifestyle residents and the farms turn over to rural lifestyle lots.

In response to the decision guidelines it is considered that allowing the construction of a dwelling and use as a rural lifestyle lot are not compatible with the adjoining and nearby land uses for agricultural production that support the local, regional and state economy in their provision of farm goods, as well as the fact that the farming families live, work, shop, go to school in the locality.

The proposed dwelling will not support or enhance agricultural production, however it is acknowledged that this parcel has already been permanently removed from agricultural production, but it does not mean it should be supported, particularly given that it is outside the areas identified in the Rural Residential Strategy 2004 discussed later in this report.

If this proposal is supported it is highly likely that the lifestyle dwelling will be adversely affected by the surrounding farming activities due to dust, noise, odour, use of chemicals, farm machinery, farm traffic and hours of operation. It is also highly likely that the existing farms will be adversely affected by the rural lifestyle dwelling due to, but not limited to, complaints about the farming activities, increase in land prices, increased pressure to develop more land as rural lifestyle, and introduction and exacerbation of pests both feral and weeds. Allowing this dwelling will potentially lead to a proliferation of rural lifestyle dwellings in the locality not associated with farming.

The Planning Policy Framework (PPF) and The Local Planning Policy Framework (LPPF) - including the Municipal Strategic Statement (MSS) and local planning policies

Clause 11 – Settlement – directs planning to focus development in locations with access to infrastructure and services, to contribute to economic viability, to protect natural resources and not site incompatible uses close together.

Clause 11.01- Victoria – directs planning to provide for growth in accordance with relevant regional growth plans, directing growth to identified settlements, preserving and protecting features of rural land and natural resources and features to enhance their contribution to settlements and landscapes, providing for appropriately located supplies of residential land limiting urban sprawl.

Clause 11.02 – Managing Growth – talks to managing growth into identified areas of residential land in accordance with relevant plans.

Clause 12.01 Biodiversity – the objective is to assist the protection and conservation of Victoria's biodiversity. Planning is to ensure that decision making takes into account the impacts of land use and development on Victoria's biodiversity, including consideration of cumulative impacts, fragmentation of habitat, and the spread of pest plants, animals and pathogens into natural ecosystems. Planning has to consider the impacts of any change in land use or development that may effect the biodiversity value of national parks and conservation reserves.

Clause 14 – Natural Resource Management – Planning should ensure agricultural land is managed sustainably, while acknowledging the economic importance of agricultural production.

Clause 14.01-1S – Protection of Agricultural Land – The objective is to protect the states agricultural base by preserving productive farmland and planning is directed to avoid permanent removal, protect productive farmland, prevent inappropriately dispersed urban activities in rural areas and protect agriculture and primary production from incompatible uses. Planning is also directed to limit new housing in rural areas by directing housing growth into existing settlements and discouraging small, isolated lots with dwellings. Planning is directed to consider the impacts of removing productive land, the compatibility of the rural lifestyle lot on the existing surrounding farming uses and to potential impacts on the surrounding farming land from the spread of plant and animal pests.

Clause 21.01 – Municipal Profile – This policy identifies that due to the picturesque nature of much of the shire, it is often faced with many land use conflicts, commonly between lifestyle properties and rural industry. There are many opportunities for growth in the food, wine and equine industries and adding to existing primary production.

Clause 21.01 – Sustainable Settlement – This policy identifies the pressure to develop farming land for rural residential use and requires planning to retain areas of high quality rural land for farming and agricultural purposes.

Clause 21.02-3 – Rural Residential – This policy recognises the pressure for rural lifestyle development in the shire and allocates development in appropriate locations, protecting agricultural land from loss.

Clause 21.02-4 – Rural Zones – This policy identifies approximately 230,000 hectares of land is farmed in the shire supporting around 700 farming enterprises, predominantly grazing and broadacre, intensive, horticulture and equine. Planning is directed to limit inappropriate uses within farming areas, including dwellings not supporting agricultural uses.

Clause 21.04 – Sustainable Environment – This policy identifies that the shire contains a number of forests and parks and waterways including Lake Nagambie and the Goulburn River of significant ecological value and there are recognised impacts on these areas from urban expansion.

Clause 21.04-4 Native Vegetation and Biodiversity – This policy identifies that the shire contains endangered ecosystems, wetlands, significant remnant vegetation and many threatened species. Planning is directed to protect and enhance the natural environment by encouraging the protection, restoration and management of biodiversity values, encourage connectivity of corridors for wildlife and protect roadside vegetation.

Clause 21.06-2 – Adapting and Diversifying Agriculture – This clause sets the objective to support and encourage retention and diversification of agriculture and directs planning to promote agricultural practices and minimising conflicts at urban fringe and agricultural land interfaces.

Clause 22.01 – Housing and House Lot Excision in the Farming Zone - applies to all land in the Farming Zone and any small lot is a lot less than the specified minimum lot size. Inappropriate development of dwellings in the Farming Zone can lead to residential dwellings in isolation, inappropriate rural residential and potential conflicts with farming practices. The objectives are to protect and maintain productive farming areas, promote sustainable use of privately owned land, protect growth of rural industry against potential land use conflict and to ensure rural production is not compromised by housing encroachment.

It is policy for dwellings on small lots that this is discouraged unless it meets all the requirements – all weather access, appropriate service provisions, emergency ingress and egress, will not inhibit the operation of agricultural and rural businesses, site able to manage wastewater; and has to meet one of the following – should be associated with a sustainable rural practice supported by a Farm Management Plan that shows the dwelling is required; land has no agricultural potential; identified in the Rural Residential Strategy 2004; proposing to consolidate one or more lots prior to construction of the dwelling. The owner is also required to enter into an agreement that the dwelling will not be excised.

Officer Response:

This proposal is not considered to be in an area suitable or identified for rural lifestyle development given it is in the Farming Zone, surrounded by large farming enterprises, nor is it identified for controlled rural residential development within the Rural Residential Strategy 2004.

Council recognises the pressure to develop farming land for rural residential lifestyle and has made available, and continues to make available, land for rural lifestyles in appropriate locations, away from farming areas, but also allows for managed development on farming land if identified in the Rural Residential Strategy 2004.

This proposal introduces a new rural lifestyle dwelling that has the potential to create conflict between the rural lifestyle use and the existing, surrounding farming activities. This potentially leads to complaints and unrealistic expectations, all of which cost council money in energy and resources and can cause stress to the existing farming community. These types of dwellings can create urban encroachment into active farming areas. Proposals such as this also give rise to potential for impacting the right to farm on Farming Zoned land.

The subject site is unlikely to be incorporated into a larger farm or ever be used for farming practices to any practical scale, however, given matters such as –

- a dwelling in isolation not associated with agriculture;
- site not identified within the Rural Residential Strategy 2004;
- incompatible uses located together;
- introduction of plant and animal pests;
- accessibility and bushfire risk;
- the pressure on surrounding farms to sell off pieces due to the price rise from demand;
- and therefore incremental loss of farming land, particularly in this area identified as being of strategic significance; and
- eventual loss of productive farming to the economy;

the proposal is clearly weighted as not able to be supported.

This site is exposed to potential grassfire hazard given that it is proposed to be located amongst large farming enterprises prone to grass fires and difficult to access on dirt roads, and given the distance from urban areas and constructed roads with hydrants available. Policy directs planning to focus population growth to low risk locations and this currently is within a Bushfire Prone Area and located some distance from accessible fire services.

With regards to the native vegetation removal, it has been assessed that there is little native vegetation on the site and what there is will be offset through a third party provider within the catchment area or municipal area.

Relevant Particular Provisions

Clause 52.17 Native Vegetation

The purpose is to ensure there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation, including dead vegetation. This is achieved by applying a three step approach in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017)* known as the Guidelines.

Pursuant to Clause 52.17-1 a permit is required to remove, destroy or lop native vegetation including dead native vegetation. An application must comply with the application requirements specified in the *Guidelines*.

Appropriate decision guidelines are considered to be –

- *Efforts to avoid the removal of, and minimise the impacts on, native vegetation should be commensurate with the biodiversity and other values of the native vegetation, and should focus on areas of native vegetation that have the most value. Taking this into account consider whether:*
 - *the site has been subject to a regional or landscape scale strategic planning process that appropriately avoided and minimised impacts on native vegetation*
 - *the proposed use or development has been appropriately sited or designed to avoid and minimise impacts on native vegetation*
 - *feasible opportunities exist to further avoid and minimise impacts on native vegetation without undermining the key objectives of the proposal.*
- *Whether an offset that meets the offset requirements for the native vegetation to be removed has been identified and can be secured in accordance with the Guidelines.*

Officer Response

A Biodiversity Report in accordance with the Guidelines has been provided and details that the majority of vegetation on site is exotic and weed. Given the constraints of the site to locate the dwelling as desired and retain larger trees, the assessment under the Intermediate Pathway was referred to DELWP who did not object, and offsets will be provided.

The decision guidelines of Clause 65.01

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- *The matters set out in section 60 of the Act.*
- *Any significant effects the environment, including the contamination of land, may have on the use or development.*
- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The purpose of the zone, overlay or other provision.*
- *Any matter required to be considered in the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the environment, human health and amenity of the area.*
- *The proximity of the land to any public land.*
- *Factors likely to cause or contribute to land degradation, salinity or reduce water quality.*
- *Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*

- *The extent and character of native vegetation and the likelihood of its destruction.*
- *Whether native vegetation is to be or can be protected, planted or allowed to regenerate.*
- *The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.*
- *The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.*

Officer's Response

It is unknown what effects on the environment the proposal may have. The proposal is not weighted in favour of support when assessed against the relevant planning scheme policy as a whole. The proposal does not support the purpose of the zone. The overlays expose a risk to human life and development that has not been satisfactorily assessed. The proposed dwellings are adjacent to public land that is in a scenic location and may have detrimental impact on views and vistas in the locality and this is unknown at this time as details of built form have not been provided.

Other relevant adopted State policies/strategies – (e.g. Melbourne 2030.)

Hume Regional Growth Plan 2014 – The Executive Summary identifies agriculture as important industry sectors and goes on to explain that the Hume Region relies heavily on agriculture. To protect farming the Plan directs that rural residential uses will be provided for in defined areas close to existing settlements to ensure this form of development does not impact adversely on productive agriculture or other broad scale rural uses.

Relevant incorporated, reference or adopted documents

Rural Residential Strategy 2004 – the subject site is not identified in this strategy which identifies lots that are close to existing settlements that are smaller than prescribed minimum lot size and might be controlled for rural residential development until such time as further strategic work is undertaken.

Relevant Planning Scheme amendments

There are no relevant planning scheme amendments.

Risk Management

The author of this report considers that there are no significant Risk Management factors relating to the report and recommendation. The application, given it is a refusal, could be taken to VCAT by the owner.

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.

Summary of Key Issues and Conclusion

- Protection of productive farming land and farming activities.
- Impact of rural residential development not associated with farming, in farming areas.

Officer Response:

As documented throughout the report, the proposal does not weight in favour of support.

Decision:

Delegate Report	Yes	Council Report	Yes for March meeting
Determination:		Determination Date:	

Endorsed Plans:

Date:	Plan Numbers:

Declaration:

In making this decision as a delegated Officer, I declare that I have had regard to the decision-making requirements of the Strathbogie Shire Council's Governance Rules 2020 outlined by Rule 6 and have:

Made a fair, balanced, ethical and impartial decision - Sub Rule 6(c)(i) ☒

Made a decision based on merits, free from favouritism or self-interest and without regard to irrelevant or unauthorised considerations- Sub Rule 6 (c)(ii) ☒

Applied the principles of natural justice to my decision, ensuring any person whose rights will be directly affected by the decision has been entitled to communicate their views and have their interests considered - Sub Rule 6(d) N/A

Identified the person or persons whose rights will be directly affected
Sub Rule 6(e)(i) ☒
Given notice of the decision Council must make under Sub Rule G(e)(i) N/A

Ensured that such person(s) have had an opportunity to communicate their views and have their interests considered before I made the decision - Sub Rule 6(e)(i) N/A

Included information about how I've met these Sub Rules in my delegate report-
Sub Rule 6(e)(iv) ☒

Attachments

Plans for endorsement

Assessing Officer:	Gill Williamson Principal Planner	Reviewing Officer:	
Signature:	<i>G Williamson</i>	Signature:	<i>B. AD</i>
Date:	9/2/2022	Date:	17/2/2022

Copy of permit to:

DELWP

Date sent:..... Initials:.....

Sheet Number	Sheet Name	Current Revision	Current Revision Description	Current Revision Date	Issue Date
TP00	Cover Sheet				22/09/2021
TP01	Existing - Site Plan	A	Relocate House/Sheed. Update as per LCA report	14/10/2021	22/09/2021
TP02a	Photography Study				22/09/2021
TP02b	Photography Study				22/09/2021
TP03	Proposed - Site Plan	A	Relocate House/Sheed. Update as per LCA report	14/10/2021	22/09/2021
TP04	Proposed - Floor Plan				22/09/2021
TP05	Proposed Elevation				22/09/2021
TP06	Proposed Elevation				22/09/2021



Existing Conditions/Demolition

Scale 1:500



Existing - Site Plan

Scale @ A3: 1:500

Town Planning Issue - Rev A

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Elberton Farming PTY LTD
Trading as
CBA Building Designers
RBP No: CDP-AD57101
T: 5441 5545
W: www.cba.net.au
E: admin@cba.net.au
PO Box 895
Bendigo, VIC, 3552



Revision No.	Revision Description	Revision Date
A	Private House Shed, Upstairs as per ECA report	14/03/2021
Client: - Proposed Caretakers Residence		
Site: Lot 1 TP393753, Reedy Lake Road Ballieston 3608		
Date: 21/10/2021 1:20:28 PM		
Drawn: LMK		

Job No:	21-13
Sheet No:	TP01



View from Reedy Lake Road looking towards North-east corner of subject site. Trees shown to remain



View from Reedy Lake Road towards peppercorn tree that is to be removed



View from Hudson Road looking North East towards subject site

Photography Study

Scale @ A3:

Town Planning Issue - Rev A



View from Reedy Lake Road looking towards existing gate that is to be removed



View from Reedy Lake Road looking towards Hudson Road intersection



View from Hudson Road looking towards large significant tree located on the south boundary of the subject site



View from Reedy Lake Road looking towards existing trees on & off site that are to remain



View from Reedy Lake Road looking towards the South East corner of the subject site



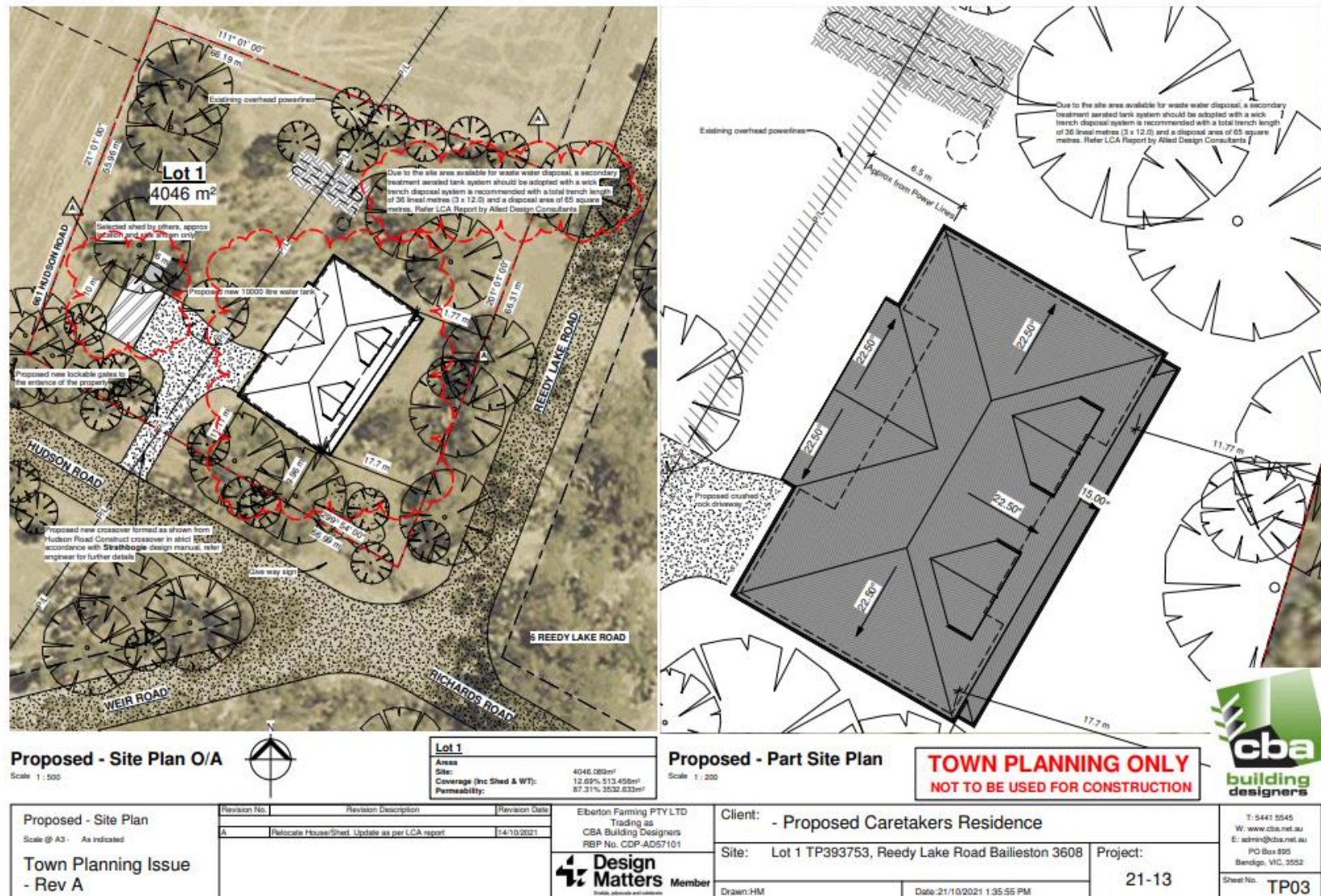
View from Hudson Road looking towards the southern boundary of the site

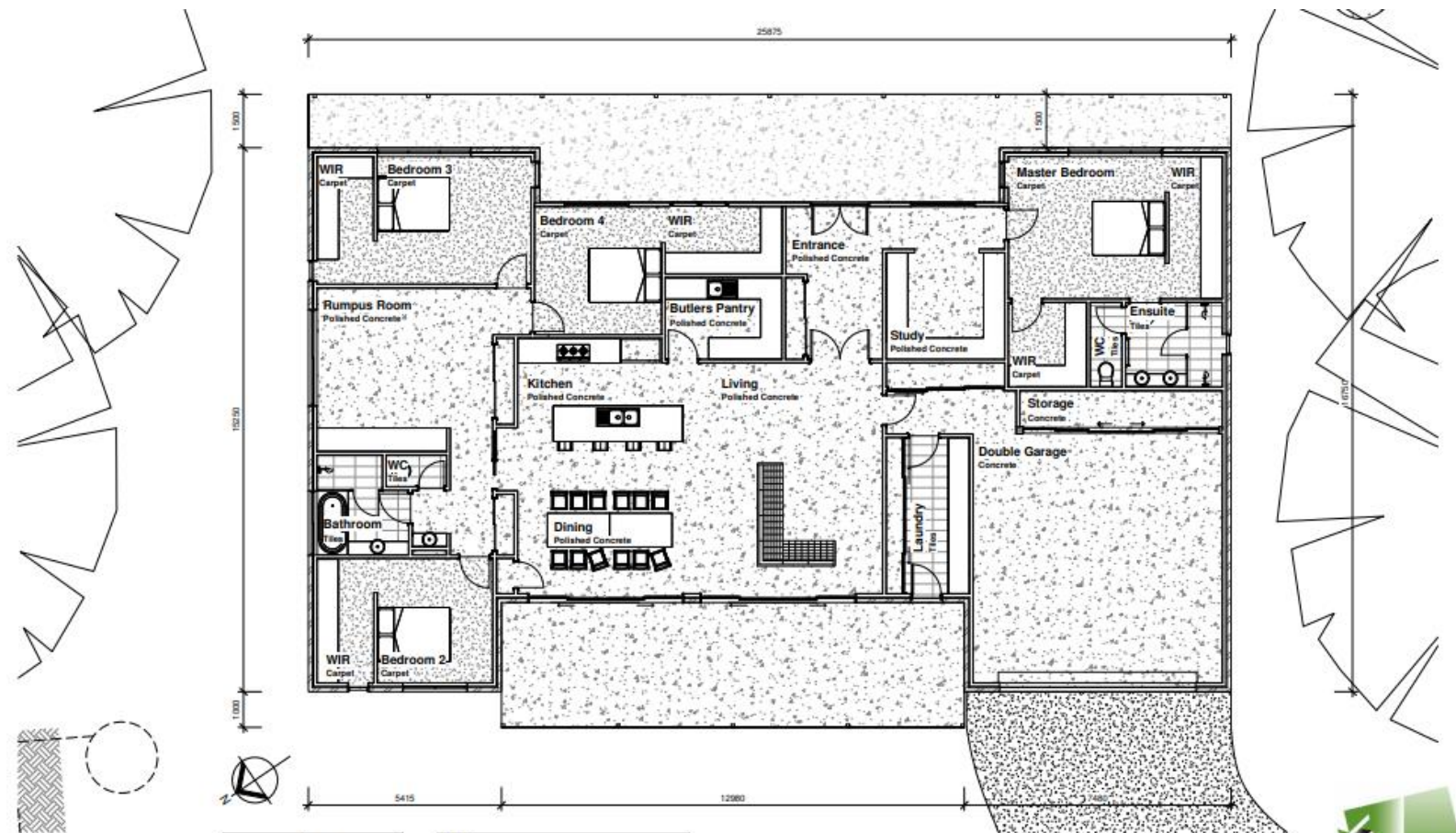


Client: - Proposed Caretakers Residence	Revision Description	Revision No.	Revision Date
Site: Lot 1 TP393753, Reedy Lake Road Baileston 3608			
Job No.: 21-13			
Sheet No. TP02a			
Date: 21/10/2021 11:35:37 PM			
Drawn: 1401			



Revision No.	Revision Description	Revision Date
Client: - Proposed Caretakers Residence		
Site: Lot 1 TP393753, Reedy Lake Road		
Baillieston 3608		
Date: 21/10/2021 1:35:53 PM		
Drawn: 146		
Job No.: 21-13		
Sheet No: TP02b		





Proposed Floor Plan

Scale 1:100

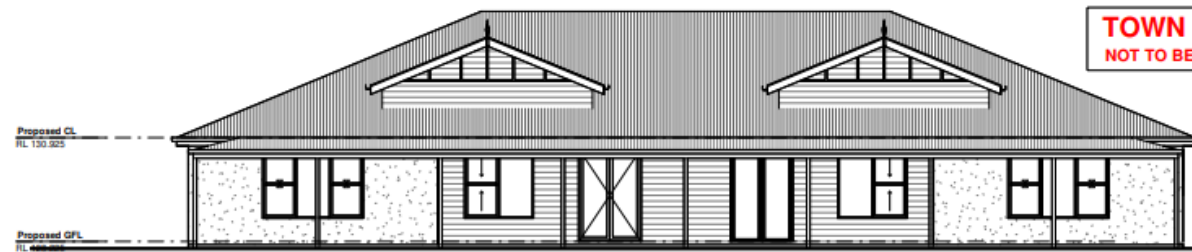
Areas		
Name	Area	Squares
Garage	50.75 m ²	5.54
Caretakers Residence	283.28 m ²	30.49
Front Porch	56.71 m ²	6.10
Rear Access	45.43 m ²	4.89
Grand total	446.18 m ²	48.03

Lot 1	
Area	4946.080m ²
Site	12.69% 513.456m ²
Coverage (Inc Shed & WY):	87.31% 3532.633m ²
Permeability:	

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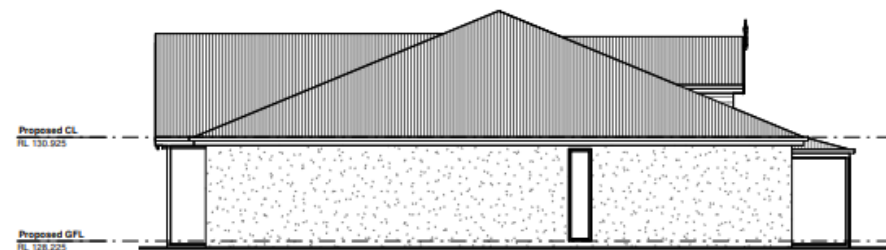
Proposed - Floor Plan Scale @ A3 - 1:100 Town Planning Issue - Rev A	Revision No: _____ Revision Description: _____ Revision Date: _____	Eberton Farming PTY LTD Trading as CBA Building Designers RBP No. CDP-AD57101 	Client: - Proposed Caretakers Residence Site: Lot 1 TP393753, Reedy Lake Road Bailieston 3608 Project: 21-13 Drawn: HM Date: 21/10/2021 1:35:57 PM	T: 5441 5545 W: www.cba.net.au E: admin@cba.net.au PO Box 895 Bendigo, VIC, 3552 Sheet No. TP04



Proposed East Elevation

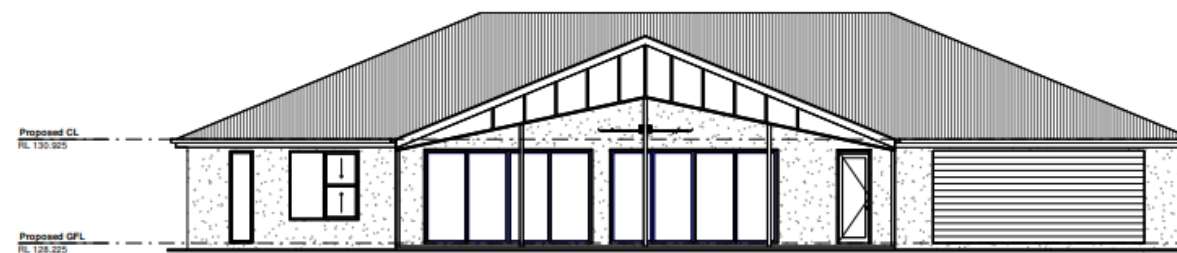
Scale 1:100

Materials Legend	
	Corrugated profile basalt colorbond roof sheeting colour (or similar)
	Whitehaven colour (or similar white) render to selected brickwork/lightweight cladding above windows where required
	Selected lightweight timber cladding shown as off white or similar
	Concrete paving



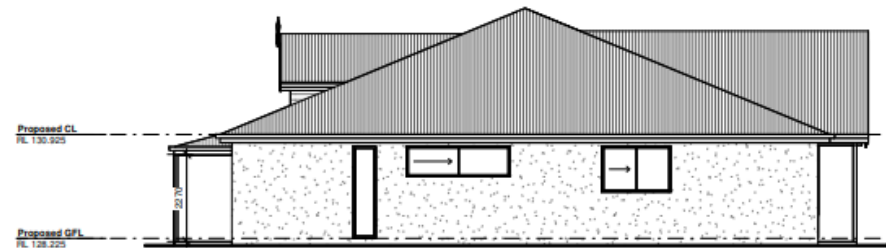
Proposed South Elevation

Scale 1:100



Proposed West Elevation

Scale 1:100



Proposed North Elevation

Scale 1:100

Proposed Elevations

Scale @ A3: As indicated

Town Planning Issue - Rev A

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Member

General Notes:

01. This drawing is one of a complete set and reference may need to be made to other Architectural or Engineering drawings for a complete understanding of the total works.
02. Builder must verify all dimensions, set outs, levels etc. prior to commencement of any work or preparation of shop drawings. Report any discrepancies to the designer for clarification.
03. Any discrepancies or conflicting notations on these drawings are to be referred to the designer for clarification before proceeding with any work.
04. Do not scale these drawings. Where dimensions are not shown and are deemed to be necessary, reference must be made to the designer.
05. This drawing is copyright and may not be used or reproduced in whole or in part without the express written permission of the designer.

Revision Data	Revision Description	Revision No.	Revision Date
Client: - Proposed Caretakers Residence		Job No.: 21-13	Drawn: H&M
Site: Lot 1 TP393753, Reedy Lake Road		Sheet No.: TP05	
Date: 21/10/2021 1:35:59 PM			



Materials Legend	
	Corrugated profile basalt colorbond roof sheeting colour (or similar)
	Whitehaven colour (or similar white) render to selected brickwork/lightweight cladding above windows where required
	Selected lightweight timber cladding shown as off white or similar
	Concrete paving

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Perspectives Scale @ A3 - 1:50 Town Planning Issue - Rev A	Revision No. Revision Description Revision Date	Elberton Farming PTY LTD Trading as CBA Building Designers RBP No. CDP-AD57101 Design Matters Member <small>Design Matters is a member of the Design Matters Group</small>	Client: - Proposed Caretakers Residence Site: Lot 1 TP393753, Reedy Lake Road Bailieston 3608 Drawn: HM Date: 21/10/2021 1:36:06 PM	Project: 21-13	T: 5441 5545 W: www.cba.net.au E: admin@cba.net.au PO Box 805 Bendigo, VIC, 3552 Sheet No. TP06

9.1.2 Planning Applications Received and Planning Applications Determined - 1 to 31 March 2022

Author: Manager Planning & Investment

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

This report provides listings of all Planning Applications Received (Attachment 1) and Planning Applications Determined (Attachment 2) for the period of 1st to 31st March 2022. The latest available Planning Permit Activity Performance Figures are also attached (Attachment 3). The contents of this report are provided for information purposes only.

It is noted that there were 17 new planning applications received and 15 planning permit applications decided upon during the reporting period.

RECOMMENDATION

That Council:

- 1. Note that there were 17 new planning applications received, and 15 planning permit applications decided on during the period of 1st to 31st March 2022.***
- 2. Note the report.***

PURPOSE AND BACKGROUND

To report to Council on the current planning application activity and matters considered under delegation.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Council is a Responsible Authority under the *Planning and Environment Act 1987* (the Act). In this role, Council administers the Strathbogie Planning Scheme (Planning Scheme) and, among other things, determines planning permit applications made for the use and development of the land in the municipality. Under delegated authority of Council, Council officers determine some matters.

Many types of use and development do not require a planning permit and may take place without being recorded as part of the planning approvals data. The statistics presented do not represent all development activity in the municipality. In addition, some planning permits are not acted on, or there may be a delay between when the approval is granted and when works take place.

9.1.2 Planning Applications Received and Planning Applications Determined
- 1 to 31 March 2022 (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

Individual applications consider these requirements through assessment phase of each application as per the Planning and Environment Act 1987 and the provisions of the Strathbogie Planning Scheme.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report continues to demonstrate that Council is being transparent in its position in relation to all applications received and determined by the Council.

CONCLUSION

This report is provided for Council to note the current planning permit application activity.

ATTACHMENTS

Attachment 1: Planning Applications Received

Attachment 2: Planning Applications Determined

Attachment 3: Planning Permit Activity Performance Figures

ATTACHMENT 1:

Tuesday, 1 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
206-210 High Street, Nagambie VIC 3608	P2022-023	Six Lot Subdivision and Native Vegetation Removal (one large Southern Mahogany tree to facilitate common property access way).	\$0.00

Wednesday, 2 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
490 Feltrim Road, Earlston VIC 3669	P2022-028	Use and development of land for a caretakers dwelling associated with a cropping and grazing operation on 31.16ha	\$450,000.00

Thursday, 3 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
2 Henry Street, Avenel VIC 3664	P2022-022	Two (2) lot subdivision (Boundary realignment)	\$0.00

Monday, 7 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
132-142 Boundary Road North, Euroa VIC 3666	P2022-027	Eleven (11) lot residential subdivision (lot range 521-1385sqms) not proposing to remove any native vegetation.	\$0.00

Tuesday, 8 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
346 Longwood-Shepparton Road, Pranjip VIC 3666	P2022-033	Construction of a Replacement CFA Building	\$350,000.00

Wednesday, 9 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
12 James Grant Lane, Longwood VIC 3665	P2022-025	Development of land for a dwelling in the Land Subject to Inundation Overlay	\$300,000.00
301-305 High Street, Nagambie VIC 3608	P2022-024	Alterations to the façade of the Nagambie Rowing Club	\$140,000.00
46 Cowslip Street, Violet Town VIC 3669	P2022-026	Addition to Existing Residential Aged Care Facility (additional 8 rooms)	\$850,000.00

Wednesday, 16 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
14 Prentice Street, Nagambie VIC 3608	P2022-038	Two Lot Subdivision	\$0.00

Thursday, 17 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
18 Armstrong Avenue, Strathbogrie VIC 3666	P2022-032	Two Lot Subdivision	\$0.00

Wednesday, 23 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
244 Smiths Road, Boho VIC 3669	P2022-029	Construction of a Farm Shed (VicSmart)	\$90,000.00
48 Harrys Creek Road, Violet Town VIC 3669	P2022-030	Use and development of land for a dwelling – withdrawn no permit required land over 40ha	\$608,430.00
52 Morisons Road, Mangalore VIC 3663	P2022-031	Native Vegetation Removal (1 large yellow box tree) for rail line upgrades	\$0.00

Wednesday, 30 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
39 Kettels Road, Kirwans Bridge VIC 3608	P2022-036	Development of land for the construction of a replacement dwelling	\$900,000.00
44 Punt Road, Mitchellstown VIC 3608	P2022-035	Development of land for a jetty and gangplank	\$30,000.00
53 Clifton Street, Euroa VIC 3666	P2022-037	Development of land for a storage shed associated with an existing motel building	\$25,000.00

Thursday, 31 March 2022

Site Address	Application Number Display	Application Description	Cost Of Works
710 Old Euroa Road, Riggs Creek VIC 3666	P2022-034	Development of a land for the construction of a replacement dwelling	\$250,000.00

ATTACHMENT 2:

1/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
10 Valentines Lane, Avenel VIC 3664	P2022-014	Use and development of land for a Store	\$35,932.00	Withdrawn

3/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
40 Babbler Lane, Tabilk VIC 3607	P2021-163	Use and development of land for a dwelling	\$450,000.00	Issued

16/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
45-85 Boundary Road South, Euroa VIC 3666	P2020-163	A staged multi lot residential subdivision, access to the Principal Road Network TRZ2 and removal of native vegetation.	\$1,500,000.00	NOD
Drysdale Road, Longwood VIC 3665	P2022-007	Buildings and Works for a Dwelling in the Erosion Management Overlay (131ha)	\$540,915.00	Issued

17/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
4-6 Longwood Road, Avenel VIC 3664	P2021-198	Five (5) Lot Residential Subdivision	\$0.00	Issued

21/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
1369 Harrys Creek Road, Marraweeney VIC 3669	P2021-126	Native Vegetation Removal to facilitate road safety upgrades	\$320,469.00 (cost of works is associated with the road upgrades)	NOD
280-282 High Street, Nagambie VIC 3608	P2021-165	Six Lot Subdivision	\$0.00	NOD

22/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
109 Wilkinsons Lane, Euroa VIC 3666	P2022-005	Construction of Rural Worker Accommodation (95ha lot)	\$190,000.00	Issued
340 Polly McQuinns Road, Strathbogie VIC 3666	P2021-080	Use and Development for a Dwelling and Shed	\$420,000.00	NOD - Refusal
402 Spring Creek Road, Kithbrook VIC 3666	P2022-006	Construction of a Farm Shed	\$97,407.00	Issued
43-45 Tarcombe Street, Euroa VIC 3666	P2021-153	Two Lot Subdivision adjacent to a road in a Transport Zone 2	\$0.00	NOD

23/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
12 McLeod Street, Kirwans Bridge VIC 3608	P2021-143	Development of land for alterations to an existing dwelling	\$250,000.00	Issued
Withers Street, Longwood VIC 3665	P2022-003	Construction of a Dwelling in the Land Subject to Inundation Overlay	\$275,790.00	Issued

29/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
1678 Merton-Strathbogie Road, Strathbogie VIC 3666	P2021-219	Two (2) lot subdivision	\$0.00	Issued
405 Oak Valley Road, Longwood VIC 3665	P2021-209	Two (2) Lot Subdivision	\$0.00	Issued

30/03/2022 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
244 Smiths Road, Boho VIC 3669	P2022-029	Construction of a Farm Shed (VicSmart)	\$90,000.00	Issued

ATTACHMENT 3:

Performance figures

	This Month	Last Month	Financial Year to Date	Rural Average	SMR Average
Applications with: ⓘ					
Public notice	<u>15</u>	<u>9</u>	<u>71</u>	11	5
Further information	<u>12</u>	<u>8</u>	<u>92</u>	13	7
Referrals	<u>15</u>	<u>9</u>	<u>71</u>	9	5
Submissions	<u>6</u>	<u>2</u>	<u>17</u>	2	1
Financial ⓘ					
Total value of fees for applications received	\$23,989	\$10,374	\$174,096	\$26,392	\$11,150
Average fee per application received	\$1,411	\$692	\$973	\$1,086	\$961
Total estimated cost of works for permits issued	\$3,028,000	\$6,510,848	\$36,761,147	\$9,687,143	\$3,756,626
Average cost of works per permit issued	\$121,120	\$406,928	\$193,480	\$453,200	\$319,713
Processing times ⓘ					
Average gross days to Responsible Authority determination	127	127	93	117	102
Median processing days to Responsible Authority determination	92	98	72	84	72
Completed within sixty days	75.0%	68.8%	77.7%	62.8%	68.2%
Average gross days to final outcome	127	164	99	128	119
Median processing days to final outcome	92	105	74	85	72
VicSmart applications ⓘ					
Received	<u>1</u>	<u>2</u>	<u>22</u>	4	2
Completed	<u>1</u>	<u>2</u>	<u>28</u>	4	2
Completed within ten days	100.0%	100.0%	78.6%	74.9%	82.4%

9.2 COMMUNITY

9.2.1 Application for Sponsorship - Euroa Town Criterium Event

Author: Manager Culture and Community

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

Council has received a sponsorship application from the Shepparton Cycling Club Inc for \$5,000 for the Euroa Town Criterium event to be held on Saturday 23 April 2022. The funds would be used to help cover the cost of Traffic Management and Official Timing. In 2017, Council provided sponsorship of \$1,500 for the same event.

The event application was of a high standard, with all questions addressed and the application scoring 24/25 in the Sponsorship Program criteria assessment. Under the Guidelines, organisations from outside Strathbogie Shire can apply for sponsorship provided that the event takes place in the municipality.

The event will result in a number of significant social and economic benefits to the Strathbogie Community and will be delivered in line with Council's Events and Regulatory policies and procedures.

In Council's approved operating budget 2021/2022, Council allocated \$30,000 to the Sponsorship program to sponsor events held in the Strathbogie Shire that meet the Sponsorship program criteria submitted in line with the Guidelines.

The value of all Sponsorship requests approved this financial year to date total \$15,000, leaving a balance of \$15,000 remaining.

This report recommends the approval of the sponsorship application from the Shepparton Cycling Club Inc. for a financial contribution of \$5,000 for the Euroa Criterium 2022.

RECOMMENDATION

That Council:

- 1. Approve sponsorship of \$5,000 to be funded from the 2021 – 22 budget allocations for sponsorship to the Shepparton Cycling Club Inc to assist with the delivery of the Euroa Criterium to be held on Saturday 23 April 2022;***
- 2. Work with the Shepparton Cycling Club Inc to reduce overall waste produced at the event through the implementation of the objectives of both the Waste Wise Events Guidelines and Sustainable Strathbogie 2030 in being "A Zero Waste Shire"; and***
- 3. Make it a condition of the sponsorship funding that the Shepparton Cycling Club Inc comply with COVID-19 directions issued by the Chief Health Officer/Department of Health at the time of the event.***

9.2.1 Application for Sponsorship - Euroa Town Criterium Event (cont.)

PURPOSE AND BACKGROUND

The Shepparton Cycling Club Inc has a long history of delivering high quality cycling events across the region. This includes competitive events and more social events which focus on a cycling atmosphere and connection with the broader community. The Euroa Town Criterium has been held twice before both in 2017 and 2016.

A Criterium (or Crit) is a bike race consisting of several laps around a closed circuit. The race is a 1.4km Circuit of Euroa Town Centre which requires extensive road closures. Sections of Kirkland Avenue, Binney, Bury Brock and Railway Streets will be closed from 1 – 6pm on Saturday 23 April 2022. There are six heats and an expected attendance of 500 people. The event is scheduled the day before the Ride the Ranges event and will provide cycling enthusiasts and locals with a weekend of cycling options.

This event aims to boost the growth of cycling tourism. Participants, crews, family and friends will require food, accommodation and supplies whilst participating in the event.

It is anticipated that the event will result in a number of social and economic benefits to the region, bringing more people to Strathbogie to enjoy what the region has to offer.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations

The event organisers have Event Approval from Strathbogie Shire Council, as all required documentation including, risk and emergency management plans, site plans, traffic management plans and public liability insurance has been provided.

To our knowledge, there are no known concerns associated with the delivery of the event in previous years.

This event aligns well with the key principles of the Sponsorship Program as the event:

- Promotes community engagement and participation;
- Contributes to building healthy and vibrant communities; and
- Increases economic development, tourism and the visitor economy.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

Holding the Euroa Town Crits, the day prior to the Ride the Ranges Euroa, ensures the economy of the town reaps the rewards, with an expected 300 entries and 500 support crew and spectators.

9.2.1 Application for Sponsorship - Euroa Town Criterium Event (cont.)

Criteriums on closed roads are safe, inclusive and spectator friendly. In the past this event has attracted local, state and national riders from diverse disciplines to compete at the event. There has been widespread publicity about the event in newspapers and social media and the Committee is actively engaged with community and Council Officers in the planning and delivery of this event.

There will be a requirement to letter drop all affected residents and businesses and notify them of the event.

POLICY CONSIDERATIONS

Council Plans and Policies

This initiative addresses the key objectives of the Council Plan 2021 – 2025 as follows:

- Strategic focus area 4: Inclusive. Productive. Balanced.
Our Community's goals – We target economic development to enhance our region; we are capitalising on our region's strengths
- Strategic focus area 5: Strong. Healthy. Safe.
Our Community's goals – We are encouraging health and wellbeing activities in sport and recreation.

This initiative also directly relates to the Arts and Culture Strategy 2019 -2023 as follows: Goal 1: A Connected and Vibrant Community which is focused on strengthening the strong sense of belonging and community pride, by increasing the opportunities for creative stimulation and connectedness.

- Strategic Objective 1.1 – we will support initiatives that bring people together, encourage collaboration and partnerships and create networks.

Again, this project has delivered numerous partnerships within the community between community groups, business and individuals. It is building the capacity of community to deliver well planned and implemented large scale events which will have positive impact both culturally, socially and economically.

LEGAL CONSIDERATIONS

One of the overarching governance principles under section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The event organisers have submitted an Event Management Plan incorporating risk and emergency management plans, site plans, traffic management plans and public liability insurance, which is a requirement of the event approval process for Strathbogie Shire Council. These plans are reviewed and approved by the relevant Council Officer prior to the issue of formal event approval.

Conflict of Interest Declaration

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 2020*.

9.2.1 Application for Sponsorship - Euroa Town Criterium Event (cont.)

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

In the interest of transparency and open and honest communication with community, it is recommended that this request for sponsorship for the Euroa Town Crits 2022 event be acknowledged in a public forum providing full disclosure of how potential allocated sponsorship funding is being distributed within the community.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The Sponsorship requests granted this financial year to date total \$15,000, out of a total budget of \$30,000. Shepparton Cycling Club submitted a comprehensive budget with sponsorship derived from Council, entry fees and business sponsorship.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The event will result in a number of economic benefits to the Strathbogie Community. Participants and their crews will require food, accommodation and supplies whilst they visit the area and the event itself will provide a great atmosphere for the broader community and spectators to stay, play and enjoy the local offerings. Traders will be the greatest beneficiaries of the crowd, with increased patronage and potential for extended hours to accommodate the extra patrons. This event aims to boost the growth of cycling tourism in the local area. Riders and their support crews/family and friends will use the areas accommodation, dining, and tourism facilities.

Social

The event will offer significant social advantages. The event provides an opportunity for participants, community and visitors alike to connect, re-engage and explore the local area, this is particularly important after extended periods of restriction, isolation and very few community events due to the ongoing presence of Covid and Covid related fears.

Environmental

Council officers believe this event will have minimal environmental or amenity implications for Council or the broader community.

Council officers will work with the Shepparton Cycling Club Inc to support the delivery of the Euroa Town Crits and reduce the overall waste produced at the event through the implementation of the objectives of both the Waste Wise Events Guidelines and Sustainable Strathbogie 2030 in being "A Zero Waste Shire".

9.2.1 Application for Sponsorship - Euroa Town Criterium Event (cont.)

Climate change

Council officers believe this event will have minimal climate change implications. The event may encourage community to cycle recreationally and present a healthier, greener transport option some may not have considered previously.

Council officers will work with the Shepparton Cycling Club Inc to support the delivery of the Euroa Town Crits and reduce the overall waste produced at the event through the implementation of the objectives of both the Waste Wise Events Guidelines and Sustainable Strathbogie 2030 in being "A Zero Waste Shire".

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The Euroa Town Crits organisers will ensure that all regulatory and Covid safe requirements are in place as part of the approved event management plan.

COLLABORATION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that collaboration with other councils, levels of government and statutory bodies is to be sought.

Council will provide the required assistance to the event as per Council's role and responsibility in line with the Local Government Act 2020 and relevant policies and procedures.

HUMAN RIGHTS CONSIDERATIONS

The proposed recommendation does not limit any human rights under the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

CONCLUSION

It is recommended that this request for sponsorship be supported. This event is the day prior to the popular Ride the Ranges cycling event which will encourage families to stay for the weekend, not just a day trip. The event will result in a number of economic and social benefits to the community.

ATTACHMENTS

Attachment 1: Remplan Report

ATTACHMENT 1:



Tourism Impact Summary Report for Victoria (State) (Tourism Activity: 2 days)

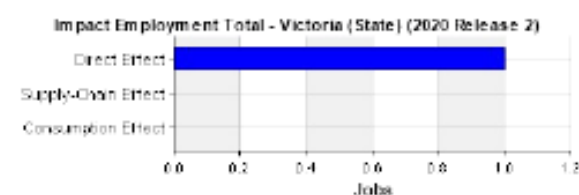
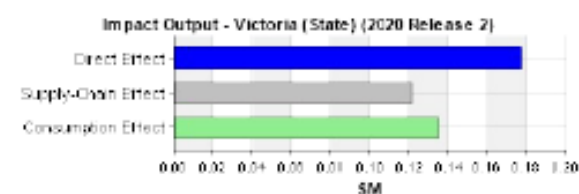
Tourism Impact Scenario

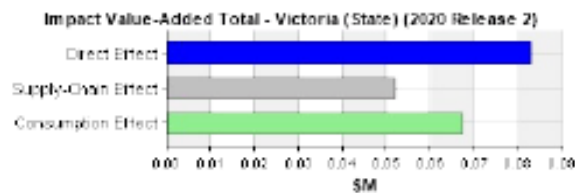
Name	Euroa Town Criterium
Duration	2 days

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	200	400	0	600
Number of Nights	n/a	2.00	0.00	
Estimated Expenditure per Visitor per Day (\$)	\$98	\$197	\$121	
Total Estimated Expenditure (\$)	\$19,600	\$157,600	\$0	\$177,200

Estimated Expenditure per Visitor per Day data sourced from:
TRA June 2020 National & International Visitor Surveys - Victoria

Tourism Impacts





Under this scenario Gross Regional Product is estimated to increase by \$0.202 million (0.00%) to \$467,876.202 million. Contributing to this is a direct increase in output of \$0.177 million, 1 additional job, \$0.051 million more in wages and salaries and a boost in value-added of \$0.083 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$0.121 million, 0 more jobs, \$0.027 million more paid in wages and salaries, and a gain of \$0.052 million in terms of value-added.

These supply-chain effects represent the following Type 1 economic multipliers:

Impact	Type 1 Multipliers
Output	1.683
Employment	1.000
Wages and Salaries	1.533
Value-added	1.627

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$0.135 million, employment by 0 jobs, wages and salaries by \$0.029 million, and value-added by \$0.067 million.

Under this scenario, total output is expected to rise by \$0.433 million. Corresponding to this are anticipated increases in employment of 1 job, \$0.107 million wages and salaries, and \$0.202 million in terms of value-added.

The total changes to economic activity represent the following Type 2 economic multipliers:

Impact	Type 2 Multipliers
Output	2.445
Employment	1.000
Wages and Salaries	2.090
Value-added	2.439

Tourism Impact Summary (Tourism Activity: 2 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$0.177	\$0.121	\$0.135	\$0.433	1.683	2.445
Long Term Employment (Jobs)	1	0	0	1	1.000	1.000
Wages and Salaries (\$M)	\$0.051	\$0.027	\$0.029	\$0.107	1.533	2.090
Value-added (\$M)	\$0.083	\$0.052	\$0.067	\$0.202	1.627	2.439



Disclaimer

All figures, data and commentary presented in this report are based on data sourced from the Australian Bureau of Statistics (ABS), most of which relates to the 2016, 2011, 2006 and 2001 Censuses, and data sourced from the National Visitor Survey (NVS) and International Visitor Survey (IVS) published by Tourism Research Australia.

Using ABS datasets and an input / output methodology industrial economic data estimates for defined geographic regions are generated.

This report is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, REMPLAN does not guarantee the accuracy of data nor the conclusions drawn from this information. A decision to pursue any action in any way related to the figures, data and commentary presented in this report is wholly the responsibility of the party concerned. REMPLAN advises any party to conduct detailed feasibility studies and seek professional advice before proceeding with any such action and accept no responsibility for the consequences of pursuing any such action.

9.2.2 Terms of Reference – Streetscape Plan Working Groups in Strathbogie and Violet Town

Author: Executive Manager Communications and Engagement

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

At the March 2022 Council Meeting, Council endorsed the progression of streetscape plans in Avenel, Euroa and Longwood.

At this meeting Council also endorsed the formation of working groups to develop further draft designs for Strathbogie and Violet Town with a Terms of Reference for these groups to be considered at the April 2022 Ordinary Council Meeting.

The working group will comprise of a maximum of 12 people who represent a range of community perspectives from different sectors or interest groups within the Strathbogie and Violet Town areas.

The purpose of the Streetscape Working Groups is to:

- ensure community input into the next Draft Streetscape Plan for Strathbogie and Violet Town
- capture local knowledge, issues and opportunities, and
- plan a draft streetscape design with the Council appointed designer.

RECOMMENDATION

That Council adopt the Terms of Reference for Streetscape Working Groups in Strathbogie and Violet Town.

PURPOSE AND BACKGROUND

Council has been working hard to create streetscape plans to improve the commercial vitality of our main streets by delivering infrastructure improvements that:

- Create a distinctive sense of place for local residents, visitors and businesses
- Provide a high quality, attractive public space where people want to visit and shop, and
- Improve the attractiveness, comfort, accessibility, connectivity and safety each of our main streets or main commercial areas.

Following extensive community engagement, the draft concept plans achieved satisfaction ratings (weighted average out of a possible five) in Avenel, Euroa and Longwood of 3.79, 3.96 and 4.43 respectively.

Feedback in Strathbogie and Violet Town was less supportive with overall satisfaction ratings of 2.79 and 3.00.

9.2.2 Terms of Reference – Streetscape Plan Working Groups in Strathbogie and Violet Town (cont.)

To ensure these townships also receive streetscape works that meet the community's needs, working groups will be formed in these townships that represent a range of community perspectives from different sectors and interest groups.

Stage 1 of the Avenel, Euroa and Longwood Streetscape Plans were supported by Council for progression at the March Council Meeting. Stage 1 identifies the immediate action, while future stages in all townships will be subject to further community consultation, external grant funding and subject to Council annual budgetary process.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Council officers are working to ensure the communities of Violet Town and Strathbogie support streetscape upgrades in their communities, and that the draft designs are welcomed by the community.

The working group will:

- provide an opportunity for the community to work with the Council appointed designer to develop a further draft streetscape plan for community consultation
- share local knowledge between key community groups and Council
- test ideas and approaches and act as a sounding board in relation to the draft streetscape plan
- enable members to act as advocates or ambassadors for their community groups and to share draft designs and encourage constructive community input
- provide independent, honest and constructive comment in relation to ideas and plans, and
- encourage the development of a collegiate and cooperative relationship between Council and community to create a supported streetscape plan.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The establishment of Streetscape Working Groups in Strathbogie and Violet Town follows extensive community engagement to ensure input into the development of draft streetscape designs in these townships.

While feedback in some townships was positive, in the townships of Strathbogie and Violet Town felt that the upgrade proposal did not align with community input. Feedback in these communities was largely through petitioning and reactive negative opinion.

9.2.2 Terms of Reference – Streetscape Plan Working Groups in Strathbogie and Violet Town (cont.)

In creating these working groups, it is aimed to establish an engagement method that enables constructive input into the next draft of the streetscape plans.

The working groups will work through the many ideas and options, which have previously been raised in relation to the draft streetscape plans and bring other ideas to the table. Working group members are accountable for:

- fostering collaboration
- removing obstacles to the successful adoption of a future plan
- maintaining focus on the agreed scope, outcomes and benefits, and all participants in the working group must declare any real or perceived conflicts of interest and have read and acknowledged the Terms of Reference.

POLICY CONSIDERATIONS

Council Plans and Policies

The streetscape project relates to the 2021-2025 Council Plan:

Strategic focus area 1: Engage. Create. Unite. One of the community's goals is to create welcoming social spaces where people can connect.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

There are no legal matters raised by this project and it is noted that community engagement is consistent with the principles outlined in the *Local Government Act 2020*.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report is being discussed in an open Council meeting. The Engagement Report outlining all feedback, along with the Terms of Reference for the streetscape working groups, has been made available to the public on www.share.strathbogie.vic.gov.au

9.2.2 Terms of Reference – Streetscape Plan Working Groups in Strathbogie and Violet Town (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Funding to the value of \$650,000 has been allocated in Council's 2020/21 Budget, which is expenditure of Federal Government funding provided to Council which needs to be expended by 30 June 2022.

Council endorsed expenditure of \$804,000 in Avenel, Euroa and Longwood at its March Council Meeting.

This was funded through the current \$650,000 allocation from the external federal grant, with the remaining financial commitment to form part of the draft 2022/23 Budget.

The costs associated with the working groups and further draft streetscape designs will also form part of the draft 2022/23 Budget.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The aim of the streetscape plans is to improve the commercial vitality of our main streets by delivering infrastructure improvements that:

- Create a distinctive sense of place for local residents, visitors and businesses
- Provide a high quality, attractive public space where people want to visit and shop, and
- Improve the attractiveness, comfort, accessibility, connectivity and safety each of our main streets or main commercial areas.

Social

Effective streetscape design is an integral part of shaping a community's identity, increasing civic pride and improving a sense of wellbeing and belonging. In particular these designs aim to improve connection to place, by:

- Creating a local sense of place by reinforcing identity and telling local stories through the choice of materials and placemaking, and
- Reinforce visual and physical connections to the surrounding landscape and heritage.

9.2.2 Terms of Reference – Streetscape Plan Working Groups in Strathbogie and Violet Town (cont.)

Climate change

The streetscape plan aims to improve the environmental function of our townships by:

- Increasing areas of landscaping to improve passive cooling
- Embracing opportunities to utilise solar energy for lighting
- Increasing irrigation potential and stormwater drainage
- Replacing landscape treatments that are at the end of their lifecycle
- Increasing the capacity of existing green networks to enhance biodiversity and habitat corridors
- Ensuring the retention and renewal of the significant mature street trees where possible and the character of leafy streetscapes
- Increase the amount of permeable surfaces, soft landscape areas and shade trees.

HUMAN RIGHTS CONSIDERATIONS

The report supports and aligns with human rights considerations.

CONCLUSION

Effective streetscape design is an integral part of shaping a community's identity, increasing civic pride and improving a sense of well-being and belonging.

To ensure the townships of Strathbogie and Violet Town receive these benefits, work will continue with these communities to create draft streetscape plans that achieve this.

ATTACHMENTS

Attachment 1: Streetscape Working Groups – Terms of Reference

ATTACHMENT 1:



Purpose

The purpose of the Streetscape Working Group is to:

- ensure community input into the next Draft Streetscape Plan for Strathbogie and Violet Town
- capture local knowledge, issues and opportunities, and
- plan a draft streetscape design with the Council appointed designer.

Objectives

The working group will:

- provide an opportunity for the community to work with the Council appointed designer to develop a further draft streetscape plan for community consultation
- share local knowledge between key community groups and Council
- test ideas and approaches and act as a sounding board in relation to the draft streetscape plan
- enable members to act as advocates or ambassadors for their community groups and to share draft designs and encourage constructive community input
- provide independent, honest and constructive comment in relation to ideas and plans, and
- encourage the development of a collegiate and cooperative relationship between Council and community to create a supported streetscape plan.

Membership

The working will comprise of a maximum of 12 people who represent a range of community perspectives from different sectors or interest groups within the Strathbogie and Violet Town areas including (but not limited to) the following:

- residents
- environmental groups
- heritage groups



- emergency service personnel
- Indigenous community
- cultural groups
- people with a disability
- older adults
- youth
- Business representatives
- arts groups
- education providers
- community groups and committees

Quorum

A meeting can only take place with a minimum of 75 per cent of working group members.

Member responsibilities

The working group will work through the many ideas and options, which have previously been raised in relation to the draft streetscape plans and bring other ideas to the table. Working group members are accountable for:

- fostering collaboration
- removing obstacles to the successful adoption of a future plan
- maintaining focus on the agreed scope, outcomes and benefits, and all participants in the working group must declare any real or perceived conflicts of interest and have read and acknowledged the Terms of Reference.

To fulfil the working group objectives, members are expected to:

- prepare for, attend and actively participate in at least two workshops
- consult with, and report back to, their community and relevant groups, and
- have a strong familiarity with the Strathbogie or Violet Town areas.

Role of Council

The Strathbogie Shire will:

- provide a comfortable forum for discussion
- take advice from the working group with respect and confidence
- recognise the efforts of group members in the development of future plans
- ensure the effective transfer of information between the working group and the community, and
- the Strathbogie Shire Council will have final decision-making authority in terms of the formation of the working group and the adoption of the streetscape plans considered by the working group.



Members of the working group can expect:

- that each member will be provided with complete, accurate and meaningful information in a timely manner
- to be given reasonable time to make key decisions
- to be alerted to potential risks and issues that could impact the project, as they arise, and
- open and honest discussions, without resorting to any misleading assertions.

Meeting frequency

The working group meeting frequency will be determined at its first meeting. It is anticipated that there will be the need for at least two workshops to design the draft streetscape plan and further community engagement approaches.

Management of the working group

A member of Strathbogie Shire's Executive Management Team will resource the working group and attend all meetings. The Executive Manager, Communications and Engagement, will be responsible for the preparation of meeting agendas, minutes, reports and other administrative functions.

Panel members will be notified of the meeting dates not less than one week prior to each meeting. Notes from each meeting will be kept and distributed to all members not more than one week after each meeting.

Reporting Procedure

The working group is not a formal committee of the Council but rather a collaborative group that is established by Council. It is not a decision-making body and does not require voting protocols or other decision-making mechanisms. Notes from each meeting will be published for all community members to access.

Public Statements

Any public statements made by the Chair or ordinary members of the panel must be in accordance with Council's media protocol and the prior approval of the Executive Manager, Communications and Engagement or the Chief Executive Officer.

Contact details:

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9.2.3 Feasibility Study – Strathbogrie Shire Council Resource Recovery Centre Resale Shop

Author: Waste Management Officer

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council provides a robust approach to waste management through its kerbside collection service and operation of eight Resource Recovery Centre's (RRC's). However, none of the RRCs currently offer the option of sorting and/or selling disposed materials and household goods to the community that could be reused, repaired or repurposed.

To address this service gap, Council received a \$10,000 grant from Sustainability Victoria, in July 2021, through the *Recycling Victoria Councils Fund* to conduct a Feasibility Study into the introduction of a Resale Shop at one or more of our RRC's.

Council engaged JustWaste Consulting to undertake an in depth, case-specific analysis of the challenges and opportunities toward installing a resale shop in our locale.

Key Results;

1. The social, economic and environmental conditions within the Strathbogrie Shire are favourable for the initial introduction of one resale shop.
2. Based on community feedback, accessibility, site infrastructure, material throughput and operational costs, the Nagambie RRC is the recommended site for the introduction of Council's first Resale Shop.
3. The most fit-for-purpose management model of this site would be for it to be managed and staffed by Council.
4. Council could staff the Resale Shop with Nagambie's current Transfer Station Operator on Monday, Thursday & Friday, with an additional member hired for Saturday and Sunday operations.
5. An operational surplus of \$20,904 is anticipated to be generated from cost savings (waste diversion) and takings.

RECOMMENDATION

That Council:

1. ***Notes the Feasibility Report and its recommendation;***
2. ***Supports the application to apply for Round 2 Stream 2 of the Recycling Victoria Councils Fund; and***
3. ***Commits to funding the introduction of a Resale Shop at the Nagambie Resource Recovery Centre.***

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

PURPOSE AND BACKGROUND

In July 2021 Council received a \$10,000 grant from Sustainability Victoria through the *Recycling Victoria Councils Fund* to conduct a Feasibility Study into the introduction of a resale shop at one or more of our Resource Recovery Centres.

Our project, *Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop*, was one of 26 successful projects in the first round of the Recycling Victoria Councils Fund.

To complete this study, Council utilised grant funding to engage Just Waste Consulting to undertake this project. Just Waste was selected as they have extensive experience in conducting similar research projects, whilst also operating resale shops themselves.

The study sought to provide Council with an in depth, case-specific analysis of the challenges and opportunities toward introducing the best value for money approach to installing a resale shop in our locale.

The final report was to determine this by highlighting projections and best models regarding the following indicators;

- potential amounts of waste diverted to landfill
- the potential amount of waste reused, repurposed or recycled
- the potential economic generation of a resale shop(s)
- the running costs of operating a resale shop(s)
- the best management model (factoring in social, economic and environmental benefits with associated costs of adopting each management model), and
- direct or indirect business and employment opportunities

The exploration of these indicators are to provide Council and Council officers the blueprint toward introducing the best value for money resale shop at one or more of our RRC's, how this would be managed, and the economic, environmental and social benefits a Resale Shop may create.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Council provides a robust and responsive approach to waste management through Council's kerbside collections of rubbish, recycling and FOGO, and by operating eight Resource Recovery Centre's (RRC's). However, none of the RRCs or waste transfer stations currently offer the option of sorting and/or selling disposed materials and household goods to the community that could be reused, repaired, recycled or upcycled.

Council staff identified two (2) potential sites for a resale shop, Euroa and Nagambie RRC's, as these sites are the largest townships by population, experience the highest material throughput and are the most frequented.

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

Given the trend of increased waste to landfill nationally, and the volume of residents that use the RRCs either by choice or necessity in Strathbogie (approximately 45,000 visitors per annum), the potential for a Resale Shop to provide an additional economical resource recovery service within the Shire is substantial.

Strathbogie Shire Council engaged Just Waste Consulting to conduct an in-depth, case-specific analysis into the feasibility of introducing a resale shop at one or more of Councils RRC's. This report was to utilise both quantitative and qualitative data to determine a site's feasibility.

Findings

To explore the feasibility indicators aforementioned in this report, JustWaste Consulting conducted site visits to the Councils' two identified RRC's, met with Council staff and the community, utilised Council's multichannel communication resources, conducted research into Resale Shop best practices and analysed site-specific material throughput.

JustWaste identified that the amount of potential materials diverted from landfill, income generated, and the potential for material re-use could not be separated between the two sites. Hence, quantitatively, the two sites were determined to have very similar benefits;

- Materials Diverted: 30m³ per fortnight (780m³ per annum)
- Income Generated: \$26,000 per annum

Management Model

To determine the best management model, Council staff contacted 15 community groups and charity organisations with the Shire to gauge their interest in managing or co-managing a potential resale shop.

Three management models were considered;

- Run by an independent not-for-profit organisation on behalf of Council
- Council-run and operated
- Leased to a private enterprise

The majority of groups responded to this gauging of interest, however, multiple barriers presented themselves for each, or any of these groups to commit to managing or co-managing these sites. These issues ranged from; age of group members, availability of members during normal business hours and the lack of members amongst the smaller groups.

Therefore, it is recommended that a council-run management system would be the most suitable.

9.2.3 Feasibility Study – Strathbogrie Shire Council Resource Recovery Centre Resale Shop (cont.)

Infrastructure Needs

It is recommended that Council are to install a large, 20m x 10m shed to accommodate for both indoor and outdoor goods and storage at both sites:

- These sheds would require a concrete slab and gravel hardstand, requiring extensive earthworks, particularly at Nagambie. Both sites would require works to connect utilities.
- The shed will need basic display furniture including shelving, tables and Counter.
- The shed's outdoor storage area is to be fully enclosed to ensure larger items are secure, with appropriate security systems in place.
- It is estimated that the infrastructure upgrades would cost \$105,000 per site.

Operational Costs

Operational costs - Per site per annum		
Additional hours (6.5 hours/week for additional staff (per annum)	\$33,800	<i>Nagambie: Includes on costs</i>
Additional hours (8.5 hours/week for additional staff (per annum)	\$44,200	<i>Euroa: Includes on costs</i>
Cost Savings and Income	\$54,704*	*Nagambie selected
Waste diverted, and disposal fee saved (per annum)	\$27,704	<i>Per cubic metre rate based upon landfilling expense</i>
Resale shop income (per annum)	\$26,000	Arbitrary estimation of \$500/week

The opening hours for a Resale Shop at both or either of these sites would mirror the current opening hours for each site respectively.

The staffing of both sites could be managed by the current Transfer Station Operator during normal business hours on Monday, Thursday and Friday. With increased patronage to Council's facilities over the weekend, the hiring of an additional casual employee to assist with site operations on Saturday and Sunday would be required.

The operational costs for a resale shop at Nagambie, opening for slightly less hours each weekend, would therefore be more cost-effective than at Euroa (approximately \$10,400 per annum).

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

Community Engagement

The “*Share Strathbogie*” communications consultation was very well received by the community. In terms of total engagement, this consultation ranked as the second highest for participation rate since this community consultation platform was launched.

A total of 368 individual visitors went to the site and 143 contributions provided firsthand feedback. This information has been extremely valuable for the feasibility assessment.

Key statistics;

- 91% of respondents were ‘very likely’ or ‘extremely ‘likely’ to support Council in opening one or more resale shops.
- 69% of respondents wanted a hybrid management model
- 58% of respondents wanted a Resale Shop at both selected sites
 - 16% selected just at Euroa
 - 26% selected just at Nagambie
- Respondents most commonly supported that any surplus funds generated from the Resale Shop were to be made available for grants and funding opportunities for community groups within the Shire
- Garden equipment, furniture and building materials were the most selected material type

Proposed approach

Based upon the investigations, community consultation, opportunities for increased diversion from landfill and upcycling, the outcomes of the feasibility study recommends that:

1. The social, economic and environmental conditions within the Strathbogie Shire are favourable for the initial introduction of one resale shop, initially.
2. Based on community feedback, accessibility, site infrastructure and material throughput, the Nagambie RRC is the recommended site for the introduction of Council’s first Resale Shop.
3. The most fit-for-purpose management model of this site would be for it to be managed and staffed by Council.
4. Council could staff the Resale Shop with Nagambie’s current Transfer Station Operator on Monday, Thursday & Friday, with an additional casual team member hired for Saturday and Sunday operations.

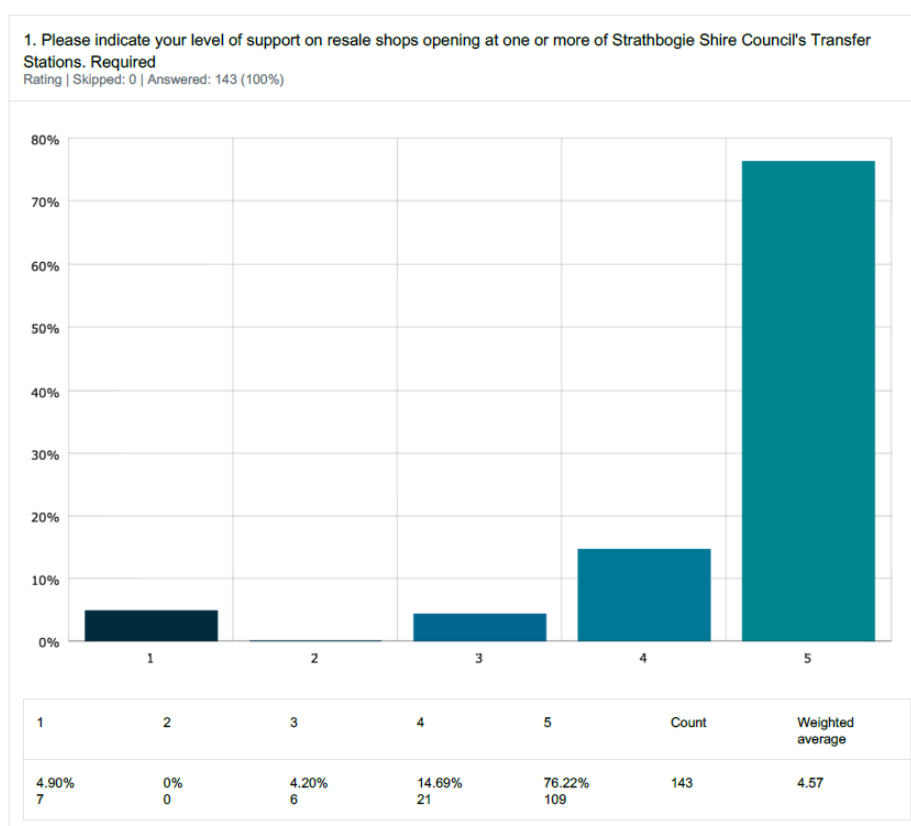
COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

The Environment & Waste Team worked closely with the Communications & Engagement team throughout the planning and delivery of this project. Community engagement formed as an integral proponent of this project, where the project team developed a multi-channel and in-person engagement platform. These included events such as drop-in sessions at our Transfer Stations, social and print media releases, as well as the highly engaged Share Strathbogie platform.

This project was highly engaged with through Share Strathbogie, with an overwhelming level of support amongst the community. The weighted average support for installing one or more resale shops was 4.57/5, with 109/143 contributions preferencing an extremely high level of support (76.2%).



Ultimately, it was the quantitative and qualitative data obtained through extensive community engagement that led to the final recommendation of Nagambie being the site preference for an initial resale shop.

The Share Strathbogie engagement report can be found in the appendix of the Feasibility Report (Attachment 1).

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

Strategic Focus Area 3: Protect.Enhance.Adapt

Action 3.1.9 – Complete a feasibility study for reuse shops at our resource recovery centre.

Through further diversion of waste from landfill, a resale shop will support Council's goal in protecting, enhancing and adapting our natural and built environment.

Additionally, resale shops can create local employment opportunities or income for community groups, access to pre-loved household goods at affordable rates for members of the community and those who visit, and create many other direct and indirect benefits across Council's action on Climate Change.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

The Victorian Government's circular economy plan, *Recycling Victoria: A new economy*, steps out the systemic change that's needed to cut waste and boost recycling and reuse of our precious resources. *Recycling Victoria* aims for a cleaner, greener Victoria with less waste and pollution, more jobs and a sustainable and thriving circular economy.

To meet the ideals of Recycling Victoria, an initial resale shop will further enhance a localised economy with benefits across all economic, environmental and social pillars.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Legal requirements as specified in the Local Government Act have been complied with.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

This matter is being discussed in an open Council meeting, with the feasibility study report openly accessible as an attachment to this Council Report.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Implementation

The study determined that an initial upfront capital cost for the resale shop would be \$105,000.

	Expenses	Income	Notes
Shed (incl., building permit, concrete slab, earthworks)	\$80,000		<i>Council to seek funding from Recycling Victoria Councils Fund Round 2 – Stream 2: Implementation</i>
Utilities	\$15,000		
Shop Fit Out	\$5,000		
Security Upgrade	\$5,000		
Establishing cost	\$105,000		<i>Per site</i>

Council staff will submit a grant application through the *Recycling Victoria Council Fund Round 2: Stream 2 – Implementation* to fund this project. Total funding available for this grant is between \$80,000 and \$250,000 for individual Councils, with a co-contribution of 2:1 for small Councils (up to 100% in kind).

Operational

The ongoing operation costs for a resale shop at Nagambie, to be staffed with an extra employee (only weekends) is anticipated to cost \$33,800 per annum.

The ongoing operational costs are exceeded by \$20,904 per annum via the anticipated cost savings from diverted material, and income generated from materials sold.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Establishing a resale shop has the potential to create direct and indirect economic benefits for Council and our community. Resale shops have the ability to create local employment opportunities, income for community groups and resident 'upcyclers', whilst also providing access to pre-loved household goods at affordable rates.

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

Social

Establishing a resale shop has the ability to generate a greater understanding and practical realisation for the principles of a localised circular economy. Providing the social infrastructure surrounding the reuse, repurposing and upcycling of materials from within our Shire can instill behaviour change at the household level, placing value on materials that have been commonly or previously discarded.

Environmental

Establishing a resale shop will fill a current service gap, enhancing our Shire's waste diversion rates. The potential of waste diversion from one resale shop alone would prevent approximately 30m³ of waste from heading to landfill each fortnight.

Providing the right infrastructure and material acceptance policy may also increase the ability to divert even more waste from landfill through knowledge sharing and in turn, providing further economic and social benefit.

Climate Change

There is a direct correlation between a resale shop and Council's action on climate change. Committing to the introduction of a resale shop supports Council's Climate Change Emergency declaration, putting this into action. The ability to intercept and divert materials heading to landfill will enhance a localized circular economy; meaning less virgin material entering the market as pre-loved materials are reused, repurposed and upcycled – creating a range of direct and indirect socio-ecological benefits.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

Introducing fit for purpose physical and social infrastructure will further Council's efforts toward enhancing and adopting localised circular economy strategies that will have economic, social and environmental benefits.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

This project was discussed and workshopped with our neighbouring Councils during our regular meetings as part of the Goulburn Valley Waste & Resource Recovery Group (GVWRRG). A resale shop in Strathbogie will bring our service provision in the waste area in line with all other member Councils within the GVWRRG.

9.2.3 Feasibility Study – Strathbogie Shire Council Resource Recovery Centre Resale Shop (cont.)

HUMAN RIGHTS CONSIDERATIONS

There are no implications on human rights for the outcomes of this project.

CONCLUSION

Council engaged JustWaste Consulting to conduct a feasibility study on the potential introduction of a resale shop, or shops, within Strathbogie.

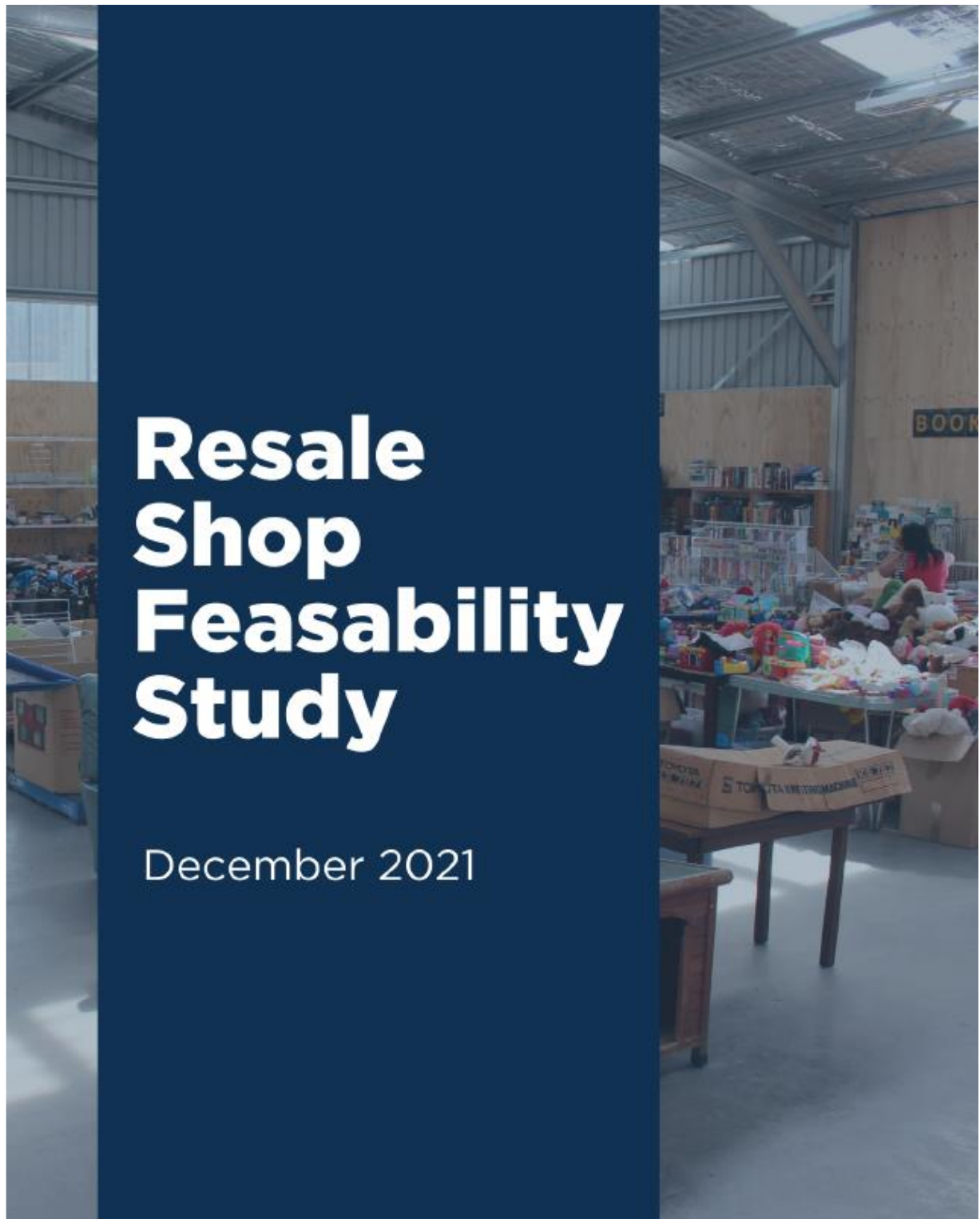
A thorough, in-depth analysis case-specific to our Shire indicated that it is not only feasible, but in our best interests to introduce a resale shop at the Nagambie Transfer Station, as an operational surplus

The economic and environmental benefits of introducing a resale shop at Euroa and/or Nagambie were of equal benefit as each other, however, due the initial costs in setting up one or both shops, the cost-effectiveness of operating a resale shop at Nagambie and the higher level of community engagement and support stemming from Nagambie, this site is forms as the most feasible location for an initial resale shop.

ATTACHMENTS

Attachment 1: Resale Shop Feasibility Study

ATTACHMENT 1:



Resale Shop Feasibility Study - Strathbogrie

Document Control

Version	Issued To	Date	Author
v1	Michael Young	13 th December 2021	Justin Jones
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THIS PROJECT IS SUPPORTED BY THE RECYCLING VICTORIA COUNCILS FUND, DELIVERED BY SUSTAINABILITY VICTORIA ON BEHALF OF THE VICTORIAN GOVERNMENT.



**Sustainability
Victoria**



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Resale Shop Feasibility Study - Strathbogie

SUMMARY

The diversion of materials from landfill and the opportunities that are created by the reuse of goods and materials can foster important changes in communities waste management practises.

Sustainability Victoria state that:

"Resale shops are facilities that intercept and divert reusable and saleable materials that are otherwise destined for landfill."

The community within the Strathbogie Shire has shown their support for the establishment of a Resale Shop through the "Share Strathbogie" consultation process and in-person drop-in sessions at Nagambie and Euroa Resource Recovery Centres. The "Share Strathbogie" survey revealed that 90.91% of respondents expressed either 'very likely' or 'extremely likely' to support Council opening a Resale Shop at a Transfer Station¹. This support highlights to Council the importance and value the community is placing on this type of facility.

Key Findings:

Based upon investigations, community consultation, opportunities for increased diversion from landfill and upcycling, the outcomes of the feasibility study recommends:

1. The social, economic and environmental conditions within the Strathbogie Shire are favourable for the initial introduction of one resale shop
2. Based on community feedback, accessibility, site infrastructure and material throughput, the Nagambie RRC is the recommended site for the introduction of Council's first Resale Shop.
3. The most fit-for-purpose management model of this site would be for it to be managed and staffed by Council.

¹ Based on answering '4' or '5' in a 1-5 response question. Appendix 1 is the full report.

Resale Shop Feasibility Study - Strathbogrie

4. Apply for funding from Sustainability Victoria under Recycling Victoria's Councils Fund Round 2 Stream 2: Implementation for the construction of a Resale Shop shed and associated infrastructure requirements at the Nagambie Resource Recovery Centre.
5. Engage an additional team member to work at the site on weekends, the Resale Shop can be operated by the Transfer Station Operator during the quieter weekdays.
6. Develop protocols for the acceptance of goods for resale and pricing.
7. Develop a policy of profit distribution back into the Community, potentially via a grants program.

Resale Shop Feasibility Study - Strathbogie

CONTENTS

SUMMARY.....	3
1. INTRODUCTION.....	7
2. COUNCIL PROFILE AND BACKGROUND.....	10
3. FEASIBILITY STUDY.....	11
3.1. GAP ANALYSIS.....	11
3.1.1. Current Situation.....	11
3.1.2. Key Performance Indicators.....	12
3.2. Site & Infrastructure.....	14
3.2.1. Infrastructure Needs.....	16
3.2.2. Traffic Flow and Parking.....	16
3.3. Operations.....	17
3.3.1. Operational Hours.....	18
3.4. Management Models.....	19
3.4.1. Recommended Management Option:.....	19
3.5. Markets and Material.....	21
3.5.1. Selection of Materials.....	23
3.6. Resale Pricing Structure.....	23
3.7. Costs and Benefits.....	25
3.8. Next Steps.....	26
4. COMMUNITY CONSULTATION.....	28
4.1. 'Share Strathbogie' Communication Results.....	29
4.1.1. Site Preference.....	30
4.2. Drop In Sessions.....	32
5. RECOMMENDATION.....	34
Appendix 1 – 'Share Strathbogie' Communications Report.....	36

Resale Shop Feasibility Study - Strathbogie

TABLES

Table 1: Soft furnishings deposited in the FY19/20	12
Table 2: RRC opening hours	18
Table 3: Pricing examples and options.....	24
Table 4: Cost Benefit table	26
Table 5: Drop in session data.....	32
Table 6: Commentary from Drop-in Sessions	33

FIGURES

Figure 1: Strathbogie Shire Council Map.....	10
Figure 2: Strathbogie Shire Council Waste Facilities	14
Figure 3: Nagambie RRC with Proposed Resale Shop Location	15
Figure 4: Euroa RRC with Proposed Resale Shop Location	15
Figure 5: Facebook post.....	28
Figure 6: Level of Support for Resale Shop	30
Figure 7: Site preference answers.....	31

PICTURES

Picture 1: Images of material outside at a Resale Shop (example).....	9
Picture 2: Images of Trailers with Resale Shop Items.....	21
Picture 3: Images of materials suitable for a Resale Shop.....	22
Picture 4: Drop-in session at Euroa Transfer Station	32

1. INTRODUCTION

The Big Picture

The United Nations Sustainable Development Goals (SDGs) were created in 2012 in response to urgent world-wide environmental, political and economic challenges. Solid waste management (SWM) is one of the biggest, cross-cutting issues that is linked to 12 out of the 17 SDGs², and is the target of SDG 12.5:

'By 2030, substantially reduce waste generation through prevention, reduction, recycling and reuse'.

National Perspective

As one of the 191 ratifying countries, all levels of Australian government are responsible for transforming SWM services to drive down residual waste volumes and recover valuable materials. In February 2020 the Victorian Government published their 10-year policy and action plan for waste management, 'Recycling Victoria – A New Economy', which lists as key commitment 2.4 'Support the reuse economy'. As proof of the economic advantages of this approach, the report stated that 'In 2017, circular activities – such as repair, reuse and recycling – in the European Union added almost €155 billion (A\$251 billion) in value to the economy' (page 15).

Sustainability Victoria, the statutory authority charged with transitioning Victoria to a circular, climate-resilient economy, works extensively with the waste industry, the Department of Environment, Land, Water and Planning (DELWP), local government authorities (LGAs) and the EPA to facilitate better waste management infrastructure and practices. Worryingly, Sustainability Victoria's latest annual data from the 79 Victorian LGAs shows that waste levels are not decreasing but increasing (up 3.6% from last year) with waste levels rising every year over the last five years. Waste services costs have also increased by 10.4% since 2018-19, and 22.8% since 2015/16. This evidences the urgent need to prevent as much material as possible from entering the waste stream.

²https://www.researchgate.net/publication/314481905_Resolving_Governance_Issues_to_Achieve_Priority_Sustainable_Development_Goals_Related_to_Solid_Waste_Management_in_Developing_Countries/download

Resale Shop Feasibility Study - Strathbogie

Local Perspective

Strathbogie Shire Council (Council) has identified a gap in Council infrastructure that could not only reduce the waste stream, but also support Council's drive towards a circular economy – the introduction of Resale Shop(s) to augment their Resource Recovery Centres (RRC's). Sustainability Victoria advocates this approach, stating that *'Resale Shops are facilities that intercept and divert reusable and saleable materials that are otherwise destined for landfill.'*

Strathbogie Shire Council acknowledges the introduction of a resale shop in the Shire will further Council's goal of sustainably managing their natural and built environment, via further diversion of waste from landfill. Additionally, resale shops can create local employment opportunities or income for community groups, and access to pre-loved household goods at affordable rates for members of the community and those who visit.

Therefore, to address this infrastructure and service gap, Council engaged the services of JustWaste Consulting to conduct a feasibility study for the introduction of a Resale Shop at one or both of Council's recommended RRC's. This feasibility study aims to provide a firm and practical analysis of a scenario where Council establishes a Resale Shop in the area. The feasibility study has evaluated the potential sites, management scenarios and markets for sourcing and selling material, as well as the costs and benefits of introducing a Resale Shop.

This feasibility study sought to identify the current local social, economic and environmental conditions, focussing on operational indicators such as;

- Amount of material sold (number of items per category or mass in volume or weight)
- Amount of waste diverted from landfill (volume or weight)
- Number of persons purchasing material / number of sales from the resale shop(s)
- Amount of income generated
- Associated running costs at our RRC's when running a Resale Shop
- Site management models

To explore these indicators, JustWaste conducted site visits to the Councils' two identified RRC's, met with Council members and the community, utilised Council's

Resale Shop Feasibility Study - Strathbogrie

multichannel communication resources and conducted research into Resale Shop best practices. Further, JustWaste has brought to this project extensive knowledge of the Strathbogrie region and waste streams developed from working with both Council and the Goulburn Valley Waste and Resource Recovery Group over eight years, in addition to their own company knowledge of managing seven waste transfer stations in Tasmania with associated Resale Shops, and extensive experience from consulting work where Resale Shops have been observed and assessed for councils and regions throughout Australia.

Utilising this expertise, the following report delivers the over-arching goal of the project - to provide Council with the knowledge on the best value for money implementation of a Resale Shop that satisfies the following:

- divert material that has not reached the end of its life,
- demand that has been expressed in the community;
- offer affordable household items.

The research concludes that the introduction of a Resale Shop located at Nagambie RRC will provide the best opportunity to enhance social, economic and environmental outcomes across the Strathbogrie Shire.



Picture 1: Image of Material at a Resale Shop (example)

2. COUNCIL PROFILE AND BACKGROUND

Strathbogie Shire Council (Council) is a vibrant and diverse community of approximately 10,000 people nestled in the townships of Euroa, Nagambie, Violet Town, Avenel, Longwood Strathbogie, Ruffy and Graytown. Located perfectly in the heart of country Victoria, the area is blessed with both rivers and ranges at its doorstep. The region's charming villages host breathtaking landscapes that are home to world famous local produce.

Council received a \$10,000 Recycling Victoria Council's Fund grant from the Victorian Government through Sustainability Victoria to conduct this feasibility study into the possibility of establishing a Resale Shop or shops at its Resource Recovery Centres.

Strathbogie Shire



Figure 1: Strathbogie Shire Map

3. FEASIBILITY STUDY

3.1. GAP ANALYSIS

3.3.1 Current Situation

SSC provides an economically robust and responsive approach to waste management through kerbside collections of rubbish, recycling and FOGO, and by operating eight Resource Recovery Centre's (RRC's) and waste transfer stations. In 2020/21, 4,247 residential and 174 commercial properties received kerbside services³ (approximately 60% of the Shire) while 3,416 are without a kerbside service as they lay outside the regional townships. These properties are serviced via access to either supervised RRC's, waste transfer stations, or an unsupervised waste collection site in Strathbogie (locations are mapped on page 14)

The four main supervised RRC's are located in:

- Avenel
- Euroa
- Nagambie
- Violet Town

The large percentage of residents (approximately 40%) without access to a kerbside collection service highlights the importance of Council's RRC's. Overall, including the patronage of residents who have kerbside collection, Council's RRCs and waste transfer stations manage 45,000 visitor transactions per annum. However, none of the RRCs or waste transfer stations currently offer the option of sorting and/or selling disposed materials and household goods to the community that could be reused, repaired, recycled or upcycled.

Given the trend of increased waste to landfill, and the volume of residents that use the RRCs either by choice or necessity, the potential for a Resale Shop to provide an additional, economical resource recovery service within the Shire is substantial. Additionally, any resident/ratepayer who donates usable bulky goods to a Resale Shop will save money in disposal fees, similarly any resident/ratepayer who purchases from the Resale Shop does so at significantly lower costs than buying new.

³ based on properties with a general waste service

Resale Shop Feasibility Study - Strathbogie

Community consultation through *Share Strathbogie*, Councils engagement hub, have reinforced this position and gives Council the confidence that a Resale Shop will be embraced by the community.

EUROA and NAGAMBIE RRCs

The RRC's at Euroa and Nagambie were selected by Council as the two potential sites due to population size, site visitation and material throughput. These locations have the possibility to divert the most material being disposed of as waste, which should decrease associated disposal and transport costs for the community and also for Council.

The main goal of a Resale Shop is a community service encouraging sustainable use of material. Any cost saving from decreasing transported material and income generated from product sold will be a beneficial side effect.

3.1.2 Key Performance Indicators

The potential income and benefit of sold material is largely unknown. Council will need to establish a process of information gathering to track the introduction and running of the Resale Shop, especially the diversion methodology.

An example of soft furnishings, which are categorised in Council's waste data are:

Site	No. of Soft Furnishings
Avenel	76
Euroa	160
Nagambie	195
Violet Town	63

Table 1: Soft Furnishings Deposited in FY19/20

Resale Shop Feasibility Study - Strathbogie

Indicators for how the Resale Shop will impact the community should consider both practical and social aspects such as:

- Amount of material sold (number of items per category or mass in volume or weight)
- Amount of waste transported away, as waste and as recycling (volume or weight)
- Number of persons purchasing material / number of sales from the Resale Shop
- Amount of income generated
- Increased running cost of the RRC's including the Resale Shop
- Comments from the community (voluntary survey)

These indicators are to be formulated into an annual report and communicated to the community.

Resale Shop Feasibility Study - Strathbogie

3.2. Site & Infrastructure

The geographical locations of the two Resource Recovery Centres (RRC's) identified as potential sites, Nagambie and Euroa, are shown in *Figure 2*, with aerial photographs of the sites displayed in 3 and 4.

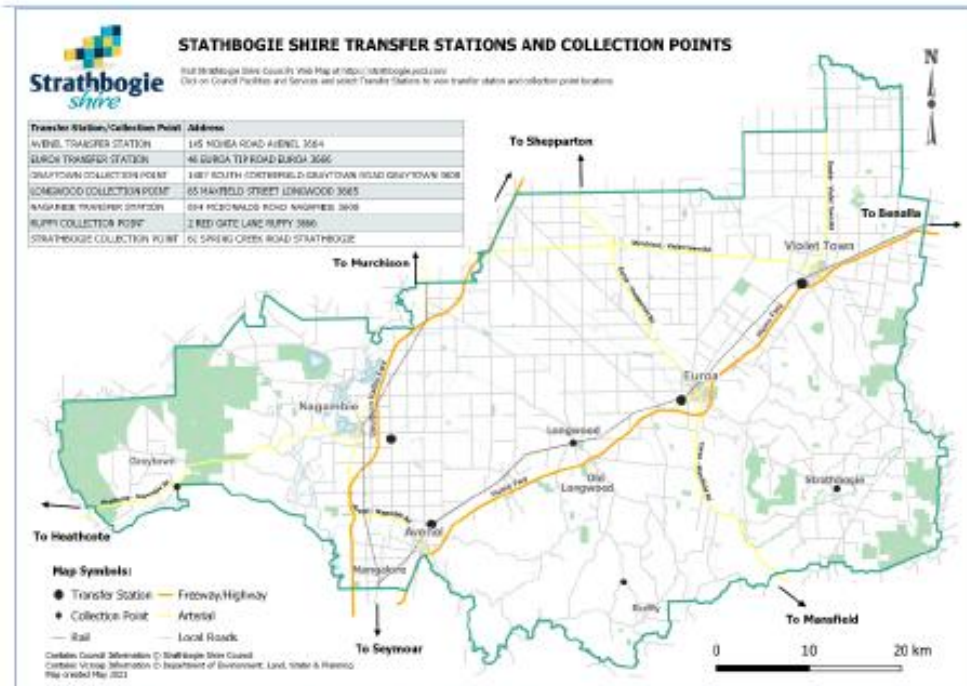


Figure 2: Strathbogie Shire Council Waste Facilities

Resale Shop Feasibility Study - Strathbogie



Figure 3: Nagambie RRC with Proposed Resale Shop Location



Figure 4: Euroa RRC with Proposed Resale Shop Location

Resale Shop Feasibility Study - Strathbogrie

3.2.1. Infrastructure Needs

Both sites would require a substantial number of infrastructural upgrades. Both sites require the construction of a new, purpose-built sheds.

It is recommended that Council are to install a large, 20m x 10m shed to accommodate for both indoor and outdoor goods and storage at both sites:

- These sheds would require a concrete slab and gravel hardstand, requiring extensive earthworks, particularly at Nagambie. Both sites would require works to connect utilities
- The shed will need basic display furniture including shelving, tables and counter.
- The shed's outdoor storage area is to be fully enclosed to ensure larger items are secure, with appropriate security systems in place.
- It is estimated that the infrastructure upgrades at each site would cost about \$105,000 per site (refer to cost breakdown on page 26).

3.2.2. Traffic Flow and Parking

With both facilities, traffic flow and parking are crucial as the sites are still utilised as Resource Recovery Centres. Large trucks entering the site to exchange bins, wheel loaders and machinery to move and push waste materials, and the volume of small vehicles with trailers, all contribute to a busy site.

As part of the Resale Shop, an area will also need to be set aside for the inspection and unloading of materials from vehicles. This area needs to be in close proximity to the Resale Shop and with a large enough space to ensure unloading occurs safely, and will form part of the construction requirements along with the purpose-built shed(s).

Resale Shop Feasibility Study - Strathbogie

3.3. Operations

It is important to establish a process for flow of material and operations of the Resale Shop and RRCs, as they will become linked and part of the one overall site.

Depending on the management model, it will be beneficial to include existing staff in the process of creating and implementing new management strategies.



The basic path for material for the Resale Shop will be to:

- 1) Intercept and divert any material from each vehicle as the customer enters the site.
- 2) At a later stage inspect and evaluate the material for suitability, looking for breakages or disfigurements. Each item should then be priced or discarded based on suitability.
- 3) Items should be sold within a certain timeframe or discarded to ensure the shop maintains good stock and a quality reputation in the area.

The display of items is essential, including shelving and boxes and arranging bulky items in groups with clear walkways.

Special inspection and cash handling procedures will need to be established. Inspection and selection of materials will have to consider legislation and safety procedures. Also, deciding what types of items can be sold and at what price should be an adaptable process that can be tried and tested by staff on the ground.

The Resale Shop will need to establish a pricing policy.

Resale Shop Feasibility Study - Strathbogie

3.3.1. Operational Hours

The current opening hours of both sites are similar. It would be envisaged that the Resale Shops opening hours would mirror the Resource Recovery Centres (RRC's) opening hours.

A dedicated staff member to operate the Resale Shop would be employed on weekends. This is anticipated to be the busiest time for incoming materials and sales to the community.

Day	Euroa	Nagambie
Monday	8.30am to 12.00pm	8.30am to 12.00pm
Tuesday	Closed	Closed
Wednesday	Closed	Closed
Thursday	8.30am to 12.00pm	8.30am to 12.00pm
Friday	8.30am to 12.00pm	8.30am to 12.00pm
Saturday	8.30am to 12.00pm	8.30am to 12.00pm
Sunday	10.00am to 3.00pm	12.00pm to 3.00pm

Table 2: RRC Opening Hours

This would provide the community with access to a Resale Shop at Euroa RRC for 19 hours per week and/or at Nagambie for 17 hours per week.

3.4. Management Models

The Resale Shop will be small-scale considering the amount of material, number of users and potential income generated. There are three common ways a Resale Shop can be operated:

1. Run by an independent not-for-profit organisation on behalf of Council
2. Council-run and operated
3. Leased to a private enterprise

Option 1: A non-profit group would be responsible for receiving, pricing and re-selling goods, including all elements of HR and OH&S. The non-profit may pay Council a nominal cost for utilities and/or lease fees, with Council acting as a 'landlord' responsible for building maintenance. This option has lowest costs but also lowest level of control and oversight, with Council unable to monitor pricing strategies, guarantee stock turnover or ensure that the communities' needs are being met.

Option 2: Council staff are already on-site operating the Resource Recovery facilities and the diverting of materials and operation of the Resale Shop will form an additional task. Weekends, which are busier will require an additional staff member onsite. While manpower costs will increase, logistical and training/insurance/utility management is all more streamlined. Council has full control and can ensure that communities are being served in their best interests as well having ownership over waste reduction targets and any revenue earned.

Option 3: A formal lease agreement with a private enterprise would require the enterprise to have a profit-driven focus, even if it's run as a profit-sharing co-op. As per option one, Council has very little control over pricing strategies, stocking rates and the ability to track data for waste reduction targets and ensure communities' needs are being met.

3.4.1. Recommended Management Option:

To determine the most effective management model, Council contacted key stakeholder groups in the Shire to gauge their respective interests in managing or co-managing the resale shops. Fifteen (15) key stakeholder groups were contacted, including;

- All Township Action Groups

Resale Shop Feasibility Study - Strathbogie

- Lions & Rotary Clubs
- Men's Sheds
- Charity Shops, and
- Other charitable organisations.

The majority of groups responded to this gauging of interest, however, multiple barriers presented themselves for each, or any of these groups to commit to managing or co-managing these sites. These issues ranged from; age of group members, availability of members during normal business hours and the lack of members in itself amongst the smaller groups.

Therefore, it is recommended that a council-run management system would be the most suitable, as this is the best way to guarantee that the goals of the community are being tracked and met. Additionally, Council-run resale shops have the ability to provide new employment opportunities, opportunities for current staff upskilling, provide more variety and job satisfaction in RRC work roles, an extra position for a part-time employee and potentially overtime for other RRC staff and/or traineeships or volunteering experience for Strathbogie's youth.

Council could also run special 'bicycle repair' or 'furniture restoring' workshops to encourage skills and provide community engagement activities. Special sales events e.g. "construction material clear-out sales" will also provide more opportunities for community engagement. A Council-run Resale Shop, with Council staff in uniform, helps the community to connect the shop strongly to Council, further increasing their understanding of Council's drive towards circularity.

Having a passionate worker in charge of the Resale Shop will be important for its success.

As the Resale Shop will be a new venture, there is no present data or guarantee that the shop will turn over a certain level of monetary income, which is a large risk to any non-profit or private enterprise.

Resale Shop Feasibility Study - Strathbogrie

3.5. Markets and Material

The main stream of saleable material would be sourced from diverting objects from incoming users of the RRC. Further material could be sourced from other RRCs if Council were to run the operation. Over time the Resale Shop could also establish industry partners to source further material such as from the construction and demolition sector which seems to be thriving in the area.

The market to sell the material will primarily be existing users of the RRC. However, as the Resale Shop establishes itself, it is likely that residents will make a visit when they travel into the area. There is also an opportunity to have an online presence where the tip shop can establish a Facebook page or put items on Gumtree for sale. This may further develop the shop's reputation and sell more objects.

The types of material suitable for sale and often found in self-hauled loads include furniture, toys, bikes, electricals, building and garden material. Some clothes may be found, especially if the RRC established a clothing bin that can encourage tip users to dispose of their clothes at this location. If the Resale Shop become established there may be opportunity for staff to value-add to incoming material by repairing and mending objects or finding alternative uses. For example, sinks, baths and fridges can be used as planters or garden ponds, or old barbecues as outdoor tables. There could also be an opportunity to sell material to the landscaping and construction industry such as mulch, compost, bricks, concrete, rocks and fill material.



Picture 1:
Images of
Trailers with
Resale Shop
Items

Resale Shop Feasibility Study - Strathbogrie

The opportunities that were observed during the drop-in sessions were by visual inspections of trailers entering the sites. The above picture highlights a trailer with a variety of materials suitable for a Resale Shop.

Further visual inspections occurred around the sites and the below pictures provide further evidence of suitable materials. Items such as tin sheeting, bricks, pieces of timber and garden / outdoor furniture are all items that have great appeal for Resale Shop customers.



Picture 2: Images of Materials Suitable for a Resale Shop

Resale Shop Feasibility Study - Strathbogrie

3.5.1. Selection of Materials

The selection of materials for sale is important on two fronts. Firstly, the items must be saleable, meaning; clean, safe and with a potential need or want for someone to purchase. Secondly, some items are not suitable for donation, however the people donating may force the donation as to not have to pay for disposal. Therefore, internal policies will need to be developed and implemented that clearly outlines the procedure for accepting and/or rejecting 'saleable' items.

It is also recommended to have a date on the price sticker. This will ensure that old stock that has not been sold can be verified and removed from the sale floor.

3.6. Resale Pricing Structure

The pricing of items at the Resale Shop needs to be in line with the quality and age of the product, as well as the price a new item may cost.

To achieve the greatest social, economic and environmental benefits a resale shop can provide, materials should be priced nominally. Thus, more material can be passed through the shop resulting in greater waste diversion rates and provide an opportunity for local community members to have access to pre-loved goods at low rates.

An indication of some of the pricing options available are listed below.

Item	Sale Price
Timber off cuts	\$5.00 per lineal metre
Television (flat screen, various sizes)	\$25.00
CD's and DVD's	\$1.00
Glassware	\$0.50 each
Pots and pans	\$2.00 to \$5.00
Metal bath	\$10.00 to \$50.00
Lawn mower (has compression)	\$15.00
Metal tin sheets	\$8.00 per sheet
Push bike (mountain)	\$15.00 to \$30.00
Scrap steel (various sizes and lengths)	\$5.00 to \$50.00

Resale Shop Feasibility Study - Strathbogrie

Garden tools	\$5.00
Toaster (working)	\$5.00

Table 3: Pricing Examples and Options

Resale Shop Feasibility Study - Strathbogie

3.7. Costs and Benefits

The two major costs will be the initial set up cost of the site and the operational staffing costs. The income generated is likely to be uneven throughout the year and elevated in holiday season. By comparison another small transfer station, managed by JustWaste, servicing a township of 1300, generates approximately \$300 per week. As there is currently no Resale Shop in the Shire, there is great potential for the site to source material from a greater area and become a destination for second-hand goods with associated financial benefits.

Table 4 (below) presents the anticipated establishment, operation and cost saving implications for the introduction of a resale shop. The establishment fee is anticipated to be on par regardless of site. However, there are slight differences in operational costs for Nagambie & Euroa.

The operational costs at Nagambie, opening for slightly less hours each weekend, would lead to a lower operational cost of \$10,400.00 per annum when compared to that of Euroa.

Therefore, in combination with the anticipated level of higher value materials (soft furnishings, scrap metal), the cost saving and environmental benefits from increased diversion of materials at Nagambie do outweigh the potential benefits of installing a resale shop in Euroa, initially.

	Expenses	Income	Notes
Establishing cost	\$105,000		
Shed (incl. concrete slab, earthworks)	\$80,000		<i>Council to seek funding from Recycling Victoria Councils Fund Round 2 – Stream 2: Implementation</i>
Utilities	\$15,000		
Shop Fit Out	\$5,000		
Security Upgrade	\$5,000		
Operational costs Per site	\$33,800		<i>Nagambie selected</i>
Additional hours (6.5 hours/week for additional staff (per annum)	\$33,800		<i>Nagambie: Includes on costs</i>
Additional hours (8.5 hours/week for additional staff (per annum)	\$44,200		<i>Euroa: Includes on costs</i>

Resale Shop Feasibility Study - Strathbogrie

Cost Savings and Income	\$54,704	
Waste diverted, and disposal fee saved (per annum)	\$27,704	<i>Per cubic metre rate based upon landfilling expense</i>
Resale shop income (per annum)	\$26,000	<i>Arbitrary estimation of \$500/week</i>

Table 4: Cost Benefit Table

Based on Nagambie being the selected site for the establishment of the Resale Shop, the net financial benefit per annum to Council is listed below.

	<i>Expense</i>	<i>Income</i>
Operational costs	\$33,800	
Cost saving and income		\$54,704
Profit		\$20,904

Table 5: Budget Outcome

3.8. Next Steps

Council will pursue prospects with Sustainability Victoria for funding opportunities for infrastructure.

To track the performance of the Resale Shop it is important that key performance indicators be agreed and tracked continuously during its operation. KPIs should be set around the volume of waste reduction, financial performance (sales vs running costs) and social impact e.g. number of visitors and their feedback. Further, they need to be evaluated on a regular basis (6 monthly) to make timely adjustments and help increase the benefits to the community and Council.

A major, often overlooked benefit to the area is awareness building of sustainable waste management and material circularity. It makes the customer stop and consider the reusability of theirs and other peoples waste and provides a platform for site staff to interact in a valuable way. This then allows for conversation about further recycling opportunities and waste behaviours changes.

Finally, a Resale Shop offers second-hand objects that are different to other charity shops with a larger focus on bulky items such as furniture, building materials, garden

Resale Shop Feasibility Study - Strathbogie

objects and tools, toys and white goods, all of which have a significantly negative impact on available landfill space.

4. COMMUNITY CONSULTATION

As part of this project, Council had placed a lot of emphasis on the communications feedback sought from the community and other stakeholders to ensure widespread feedback has been received.

To this end, Council developed an extensive communications campaign using a multi-staged approach:

Stage 1: Media release, social media and eNews to communicate that the feasibility study is taking place.

Stage 2: Community engagement, including feedback on their level of support, management models and funds distribution. This was primarily through a survey on Council's engagement platform "Share Strathbogie".

Stage 2 also included an opportunity for the community and relevant stakeholders to attend face-to-face drop-in sessions with Council and JustWaste.



Figure 5: Facebook Post

A letter was also sent to key stakeholders to explain the project and give them opportunities for feedback.

Resale Shop Feasibility Study - Strathbogie

4.1. 'Share Strathbogie' Communication Results

The "Share Strathbogie" communications consultation was very well received by the community. In terms of total engagement, this consultation ranked as the second highest for participation rate since this community consultation platform was launched.

A total of 368 individual visitors went to the site and 143 contributions provided first-hand feedback. This information has been extremely valuable for the feasibility assessment.

To further explore community interests, the last section of the engagement survey was an open-ended question asking for further comments. The responses provided direct and frank feedback on the opinions and needs of the community, including ideas on how it should be run and what goods they would be interested in buying. Overwhelmingly, the community were supportive of a Resale Shop in the Shire.

An example of feedback is quoted below, with the full report included as an appendix.

"This is a great idea! Apart from reducing the amount going to landfill, I think it would help people in our Shire who can't afford to buy things like furniture new. There's too many useful items going to landfill."

"I think this is a fantastic idea. This is a much-needed program to encourage people to recycle and reuse. I could see in the future offering traineeships to our young of Strathbogie Shire, to participate in the running of these shops."

"This is a fantastic initiative and whatever way it can become a reality, I would support"

Resale Shop Feasibility Study - Strathbogie

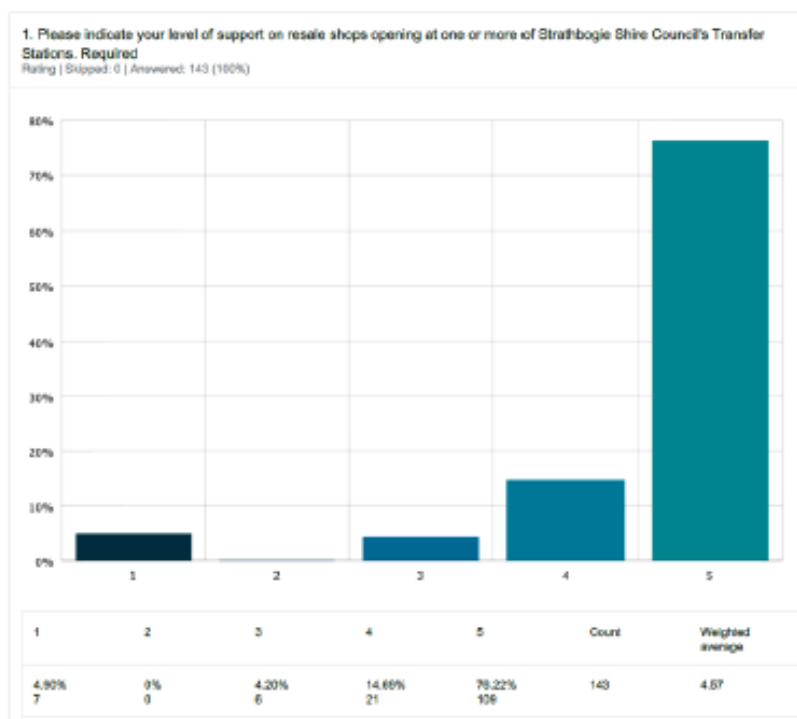


Figure 6: Level of Support for Resale Shop

With any Resale Shop, there is an obvious need for the materials salvaged to be re-purchased. The survey was designed to highlight the materials most needed by the community, with results highlighting garden equipment, furniture and building materials at the top of the list.

This information will guide the materials Council most frequently look for to place in the Resale Shop for sale, as well in the design of the shop and floor space.

4.1.1. Site Preference

The community were asked to nominate the preferred site for the Resale Shop, with options including either Euroa, Nagambie or both.

Of the 63 comments on this question, 8 specifically mentioned their concerns for potential competition from the Resale Shop to the two operating op shops in the Euroa community.

Resale Shop Feasibility Study - Strathbogie

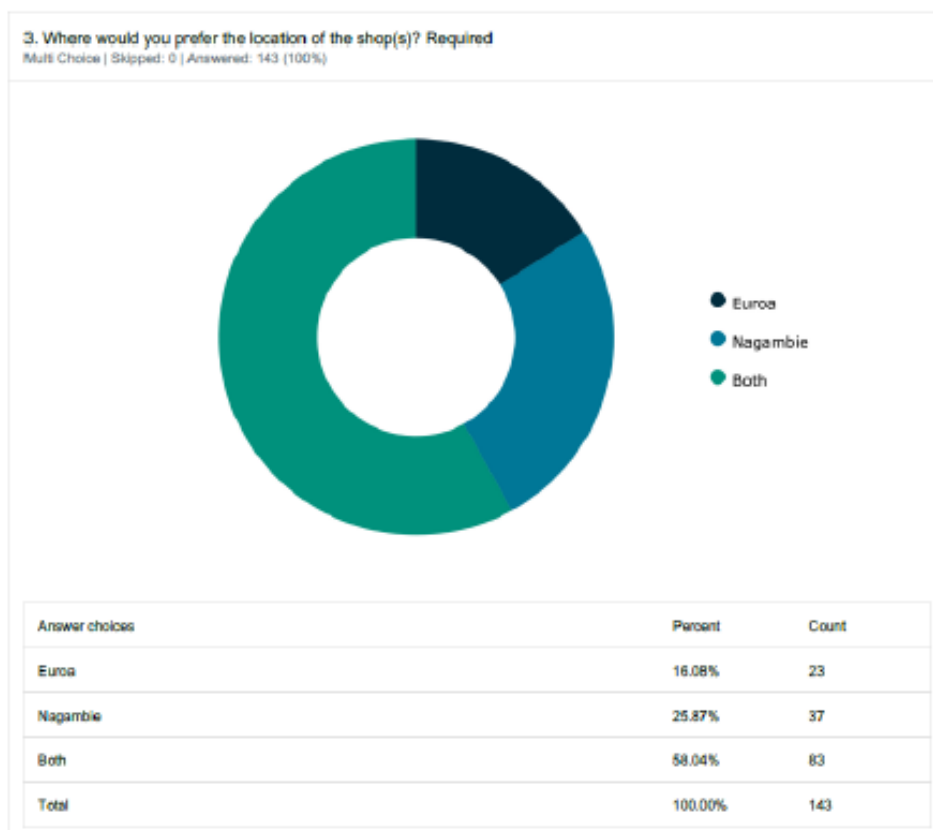


Figure 7: Site Preference

Excerpts of responses to this question included:

'Euroa Health relies heavily on monies raised from the Opportunity shop to support operations...'

'An Op Shop in Euroa would be direct competition to the Euroa Health Bowerbird Opportunity Shop in Euroa. This would be concerning since this is a critical income stream providing funds for the hospital and aged care facility to provide health care for community.'

'With there being already two op shops in town, I don't believe we need another.'

'This may affect the profits from the Bowedbird Op Shop that raises funds for the hospital at Euroa health to help buy equipment. Euroa health is an important part of our community and health industry and it's important to keep it funded and advancing as much as possible.'

Resale Shop Feasibility Study - Strathbogrie

4.2. Drop In Sessions

Two drop-in sessions were held at the Nagambie and Euroa Resource Recovery Centres. This was an opportunity for the community to speak directly with Council and JustWaste representatives and discuss all aspects of the resale shop feasibility project.



Picture 3: Drop-in Session at Euroa Transfer Station

While the number of people who attended the sessions was low, this provided an excellent chance to gain in-depth feedback and hold discussions that were informative and constructed positively.

Day	Site	Time	Number of attendees
Thursday	Nagambie	8.30am - noon	7
Friday	Euroa	8.30am - noon	2

Table 6: Drop in Session Data

Resale Shop Feasibility Study - Strathbogie

The information gathered at these sessions supported the establishment of a Resale Shop within the Shire. An example of the comments and questions are below.

Nagambie	Comments
1.	Diversion from landfill is important and could have links to the Nagambie Community House. Should be expanded to include a "waste wall" for items such as toothbrushes, x-rays and bread tags,
2.	A good opportunity to expand into community engagement and upskilling of people. Upcycle of items through artistic engagement, using metal, sculptures and wood.
3.	Donation of furniture and goods to people in need, so that families can sit around a dinner table and not on the floor.
4.	If outsourced, there could be an issue with volunteer availability in the community.
5.	There are so many items on the scrap metal that can be used for other purposes, a bit of fencing, or a bit of tim for the shed.
Euroa	Comments
1.	So much opportunity for reuse, the scrap metal pile and building materials that can be used (fence wire for our chicken coop).

Table 7: Commentary from Drop-in Sessions

5. RECOMMENDATION

Community consultation strongly highlights both the desire and need for the establishment of a resale shop within the Strathbogie Shire. In addition to this, waste volumes are going up, and there is an urgent need for more ways to divert materials away from landfill and support the growth of sustainable, circular systems that conserve resources. The Local Government Act of 2020 requires the following:

"..the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted."

A Resale Shop, when run effectively, addresses all three of these municipal responsibilities – the economic advantage for both Council and ratepayers of less waste being hauled and dumped in limited-life landfills; the social awareness and habit-formation of a circular system for donating and purchasing useful goods at prices that support lower income residents or those experiencing financial instability; and the environmentally best practice of keeping local goods in circulation instead of consuming natural resources in the production and distribution of new goods.

The cost benefits for the diversion of materials from landfill and sale of goods outweighs the operational costs of the additional staff member and has the potential to provide profit back into the organisation for distribution and further use within the waste division of Council.

The two sites earmarked by Council officers were Nagambie and Euroa. With Council identifying both sites as potential locations, it was the community feedback which favoured Nagambie, with a significant level of concern levelled at Euroa and the 'cannibalisation' of sales and stock from the existing Op Shops. This raises a potential stakeholder conflict which could jeopardise not just the project's goals but the level of trust in Council's decision makers and their motives.

Based upon investigations, community consultation, opportunities for increased diversion from landfill and upcycling, the outcomes of this feasibility study recommend;

1. The social, economic and environmental conditions within the Strathbogie Shire are favourable for the *initial* introduction of one resale shop

Resale Shop Feasibility Study - Strathbogie

2. Based on community feedback, accessibility, site infrastructure and material throughput, in balance with budget constraints - the Nagambie RRC is the recommended site for the introduction of Councils first Resale Shop.
3. The most fit-for-purpose management model of this site would be for it to be managed and staffed by Council.
4. Council should apply for funding from Sustainability Victoria under Recycling Victoria's Councils Fund Round 2 Stream 2: Implementation for the construction of a Resale Shop shed and associated infrastructure requirements at the Nagambie Resource Recovery Centre.
5. Engage a team member to work at the site on weekends, the Resale Shop can be operated by the Transfer Station Operator during the quieter weekdays.
6. Develop protocols for acceptance of goods for resale and pricing.
7. Develop a policy of profit distribution back into the Community, potentially via a grants program.

Appendix 1 – 'Share Strathbogie' Communications Report



Share Strathbogie Report

Resale Shops Feasibility Study

16th November 2021 - 22nd December 2021

Project Performance

Share Strathbogie

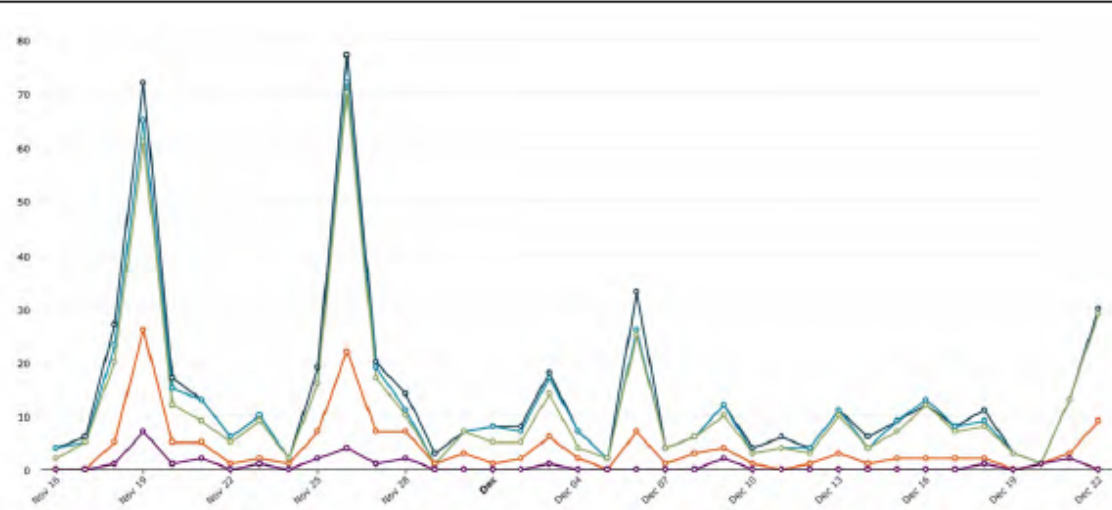
Report Type: Project

Project Name: Resale Shops Feasibility Study

Date Range: 16-11-2021 - 22-12-2021

Performance Summary

Information regarding key visitation and utilisation metrics for your Site or projects.



Views - The number of times a Visitor views any page on a Site.

Visits - The number of end-user sessions associated with a single Visitor.

Visitors - The number of unique public or end-users to a Site. A Visitor is only counted once, even if they visit a Site several times in one day.

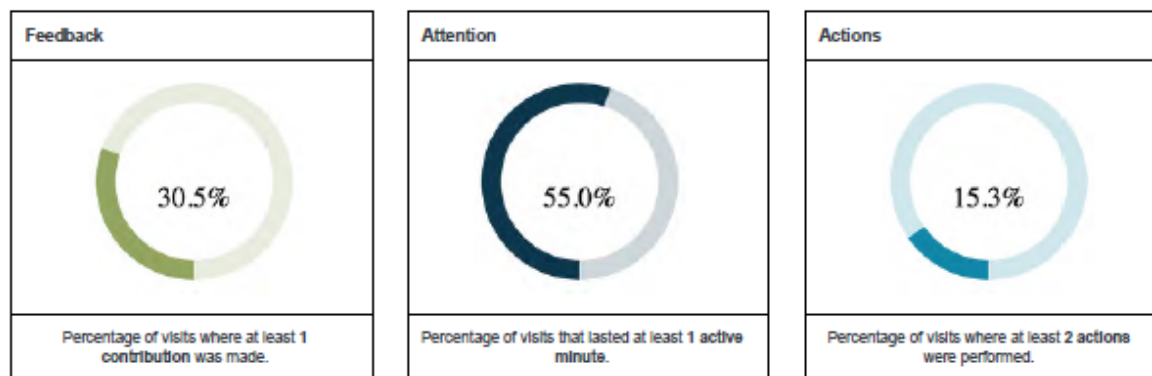
Contributions - The total number of responses or feedback collected through the participation tools.

Contributors - The unique number of Visitors who have left feedback or Contributions on a Site through the participation tools.

Followers - The number of Visitors who have 'subscribed' to a project using the 'Follow' button.

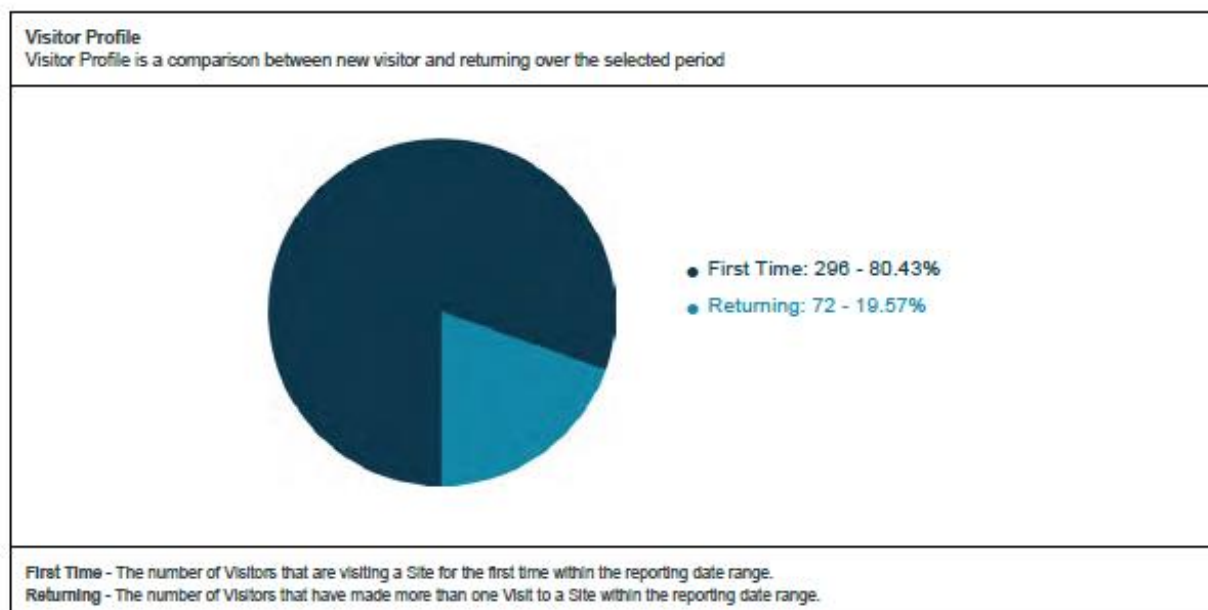
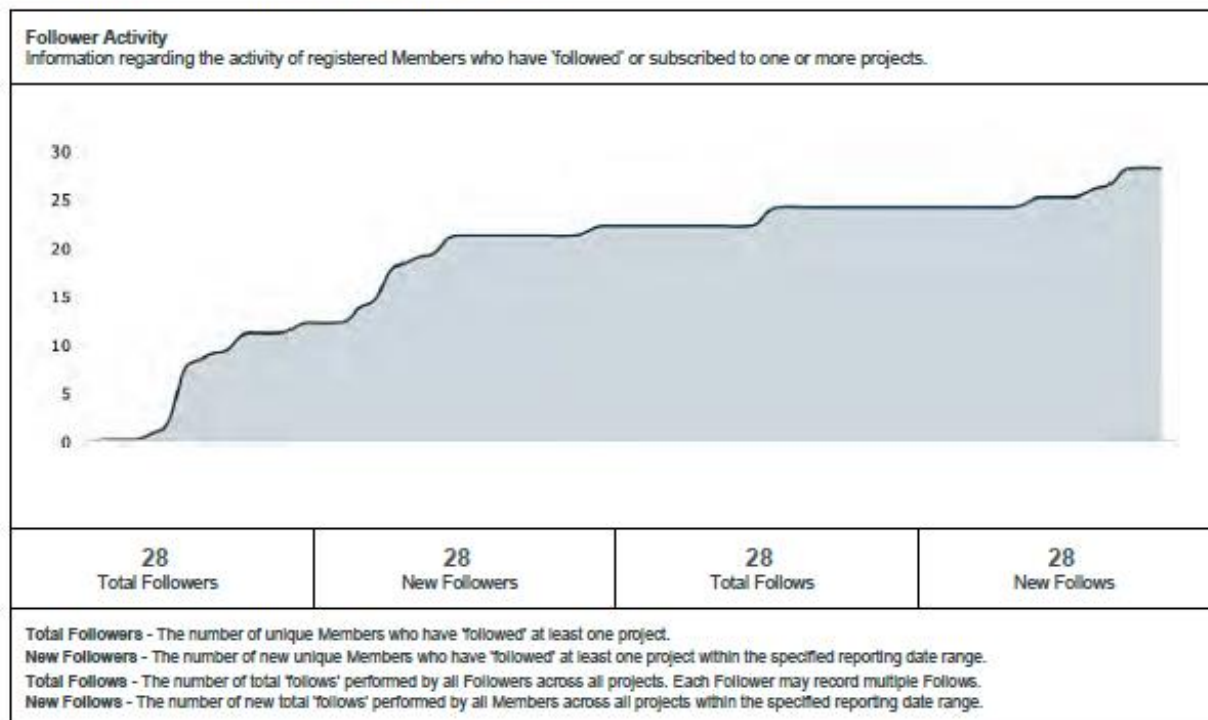
Conversions

Information regarding how well your engagement websites converted Visitors to perform defined key actions.



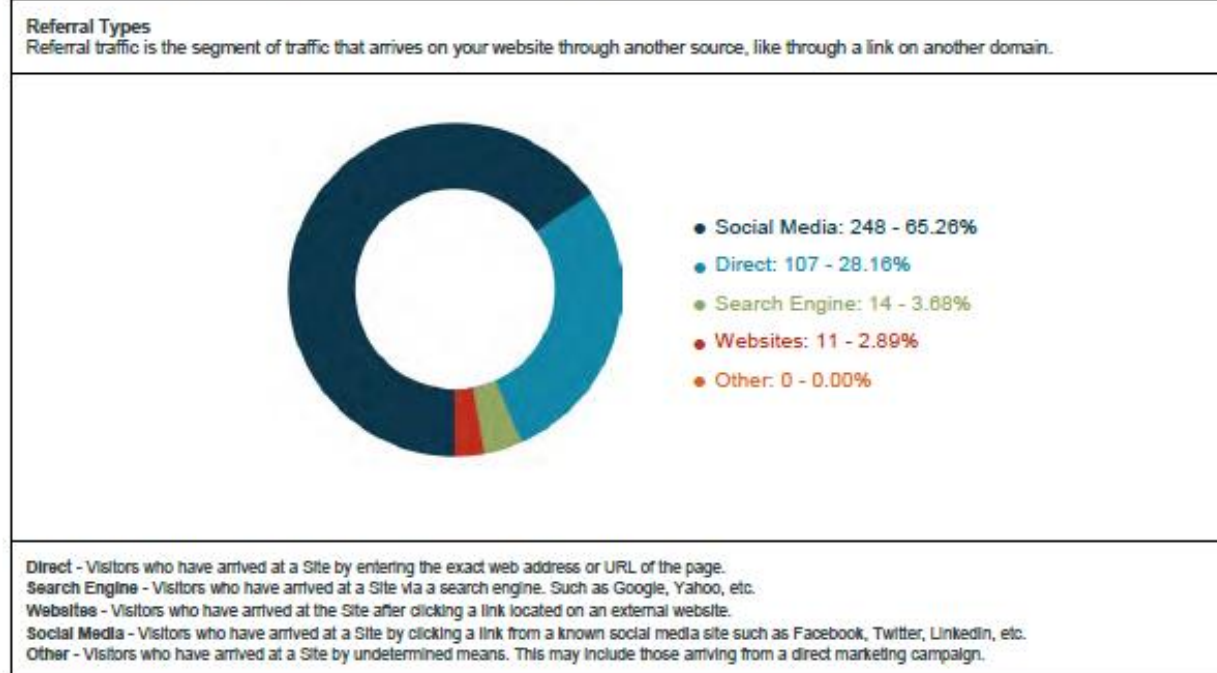
People

Information regarding who has participated in your projects and activities.



Acquisition

Information regarding the method by which Visitors arrived to your Site or projects.



Survey Results - **Summary**

Share Strathbogie

Report Type: Form Results Summary
Date Range: 16-11-2021 - 22-12-2021

Closed

Resale Shops Feasibility Survey
[Resale Shops Feasibility Study](#)

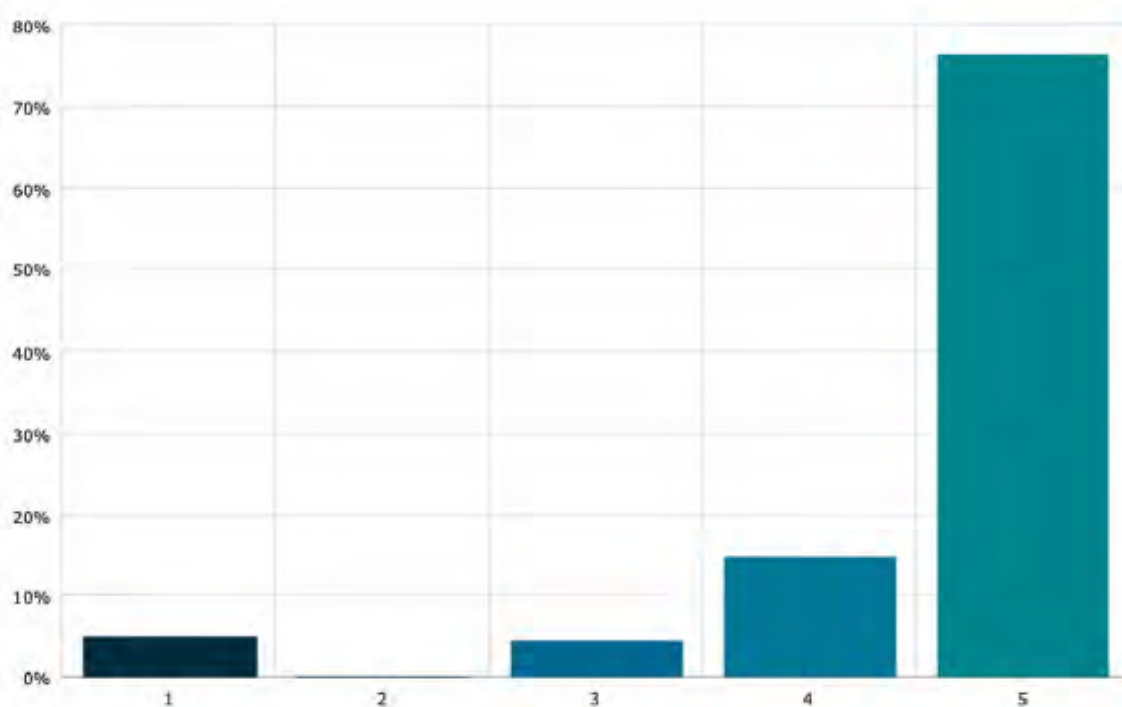
140
Contributors

143
Contributions

Contribution summary

1. Please indicate your level of support on resale shops opening at one or more of Strathbogie Shire Council's Transfer Stations. Required

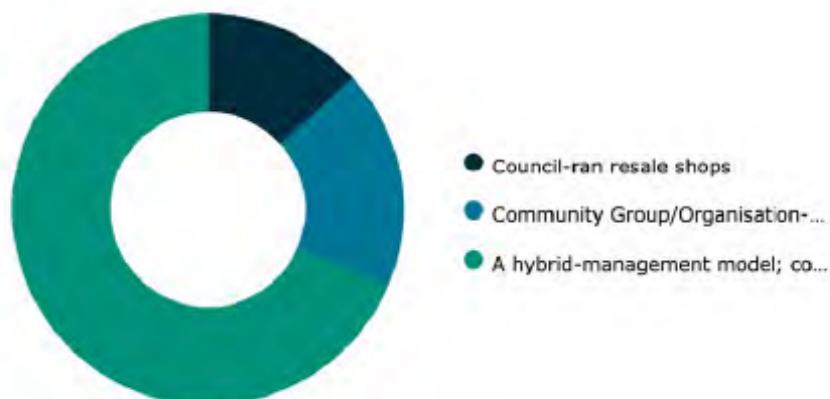
Rating | Skipped: 0 | Answered: 143 (100%)



1	2	3	4	5	Count	Weighted average
4.90%	0%	4.20%	14.69%	76.22%	143	4.57
7	0	6	21	109		

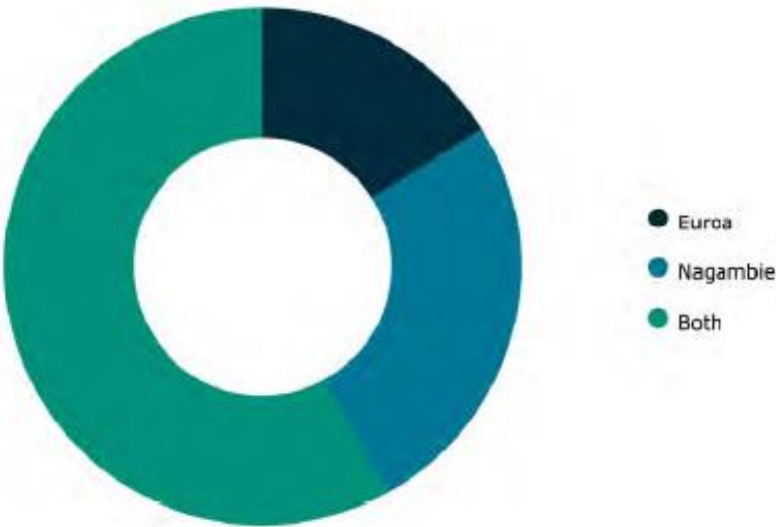
2. What model of management would you prefer to see running the resale shop(s)? Required

Multi Choice | Skipped: 0 | Answered: 143 (100%)



Answer choices	Percent	Count
Council-ran resale shops	13.29%	19
Community Group/Organisation-ran resale shops	18.18%	26
A hybrid-management model; combined Council and Community Group/Organisation management	68.53%	98
Total	100.00%	143

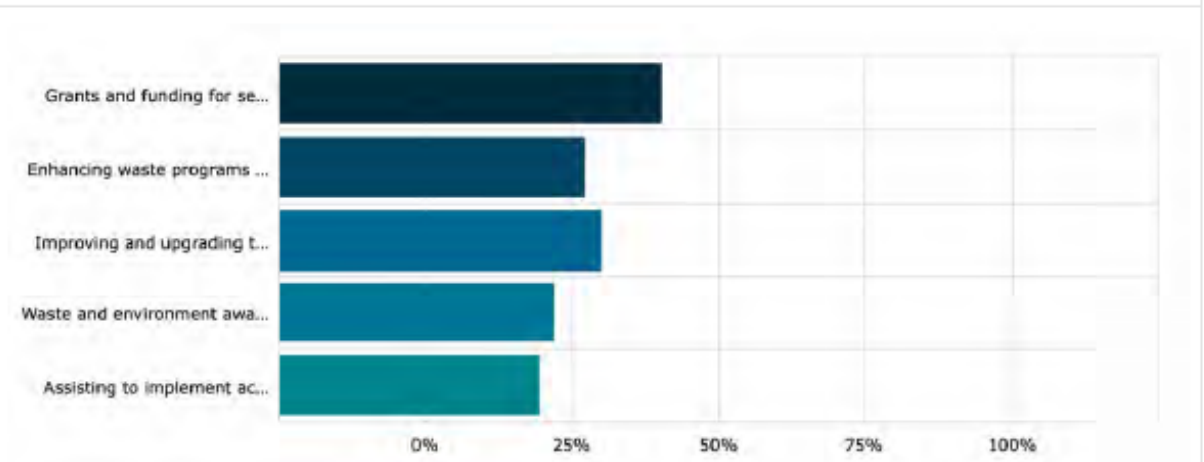
3. Where would you prefer the location of the shop(s)? Required
Multi Choice | Skipped: 0 | Answered: 143 (100%)



Answer choices	Percent	Count
Euroa	16.08%	23
Nagambie	25.87%	37
Both	58.04%	83
Total	100.00%	143

4. Where would you like to see the profits spent? Required

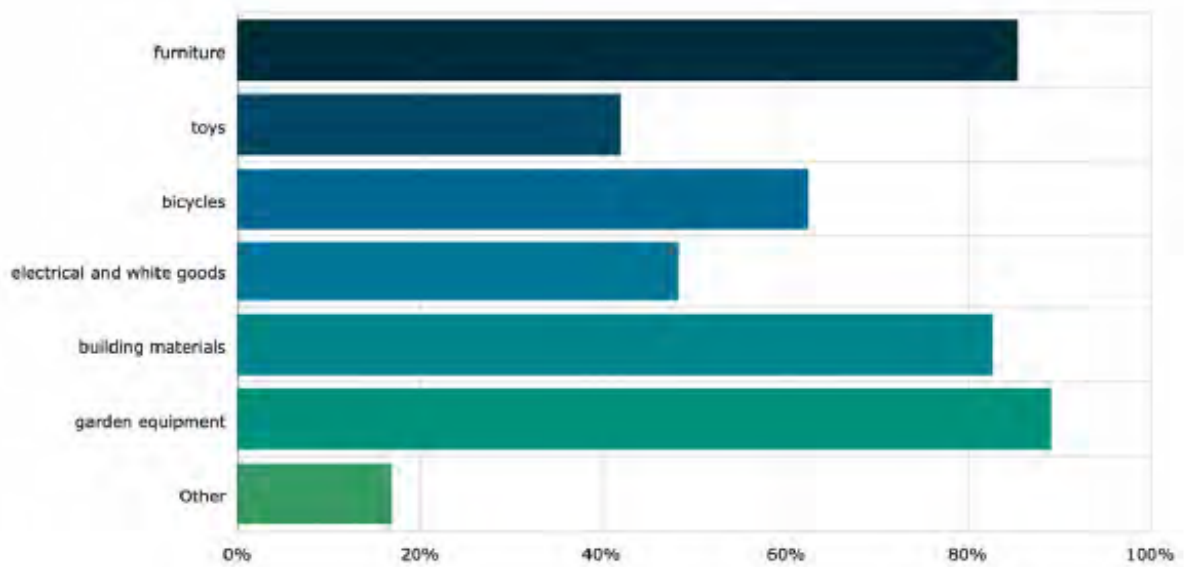
Matrix | Skipped: 0 | Answered: 143 (100%)



	0%	25%	50%	75%	100%	Count	Score
Grants and funding for selected community groups	19.58% 28	30.07% 43	28.67% 41	13.29% 19	8.39% 12	143	2.61
Enhancing waste programs at Strathbogie Shire Council	31.47% 45	45.45% 65	11.89% 17	6.29% 9	4.90% 7	143	2.08
Improving and upgrading the resale shop(s)	21.68% 31	55.94% 80	11.19% 16	4.20% 6	6.99% 10	143	2.19
Waste and environment awareness and education	38.46% 55	48.25% 69	4.20% 6	5.59% 8	3.50% 5	143	1.87
Assisting to implement actions on Councils Climate Action Plan (in progress)	50.35% 72	33.57% 48	7.69% 11	6.29% 9	2.10% 3	143	1.76

5. What items would you consider purchasing from a resale shop? Required

Multi Choice | Skipped: 0 | Answered: 143 (100%)



Answer choices	Percent	Count
furniture	85.31%	122
toys	41.96%	60
bicycles	62.24%	89
electrical and white goods	48.25%	69
building materials	82.52%	118
garden equipment	88.81%	127
Other	16.78%	24

6. Are there any other comments you would like to provide?

Long Text | Skipped: 80 | Answered: 63 (44.1%)

1	Need to be mindful of other groups who collect and sell used goods and use the profits from those sales towards community (eg Euroa Health Op Shop / Hospital etc). We don't want to upset nor take their profits away. And who is going to do the repairs and who pays for the repairs as per the fact sheet before goods become for sale?
2	This is a great idea! Apart from reducing the amount going to landfill, I think it would help people in our Shire who can't afford to buy things like furniture new. There's too many useful items going to landfill.
3	The project must be able to prove that it is not a drain on Council or other government funds
4	Your question about where to spend the profits is kinda ludicrous isn't it? These sorts of places don't really tend to make much in the way of profit do they?
5	I think this is a fantastic idea. This is a much needed program to encourage people to recycle and reuse. I could see in the future offering traineeships to our young of Strathbogie Shire, to participate in the running of these shops.
6	This is a fantastic initiative and whatever way it can become a reality, I would support ❤️
7	In the past, residents have been able to take home reusable pieces from the transfer stations. This has now stopped. As a result things that can be used in one's garden etc are going into landfill... e.g. plastic drawers from fridges. We use these drawers in our garden to provide water for wildlife. The trays from fridges can also be reused to put on top of seedlings to prevent rabbits eating our seedlings. So many things that go to the transfer station are really 'treasures' not 'trash'... We NEED and SHOULD be reusing and upcycling as much as we possibly can.
8	I think they are a wonderful asset to a district and greatly help those on lower incomes as well as making money to help local groups raise money
9	Anything that is in good working order really or the potential to be up-cycled
10	Yes. The concept of micro recycling factories are supported which could be provided at all transfer stations rather than a selected single location where only those items placed at that site are processed. Along the lines of those proposed by the recent recipient of the 2022 NSW Australian of the year.
11	it can be done , need experienced people
12	How fantastic to see the potential for items others can still put to good use rather than being buried in landfill. I've had many donations rejected by the local op shops when still in good order, so would love to see an alternative where items that may need a little TLC can be made available to be repurposed
13	What about Violet Town Tip???????

14	Should go towards improving environments more for teenagers or young adults as there are very limited places to meet people or enjoy time together
15	Opening hours need to be longer than at present.
16	Should be anything that can be used/reused by the public. Most timber, steel & rubble can be put to good use buy someone.
17	Why is this initiative not being considered for Avenel? Again, we pay the same rates but are not able to access the same level of services as other towns in the Shire. The inequity in services across the shire is not ok
18	Great idea, would definitely support by purchasing items!!!!!!
19	I feel a resale shop at a local transfer station would encourage more residents to take their goods to the station rather than dumping alongside roads. Goods in good working order/condition would be recycled, residents would pick up something at a reasonable price knowing it was in good condition. Less waste therefore less cost to the Council. I strongly support this initiative.
20	I am very pleased that Council is looking into reopening the tip shops. I prefer to source everything I need second hand rather than adding to our waste and environment problems by adding to the demand for new products. You can be sure that I will be checking out the shop regularly. Although I wouldn't want to manage the shop full time on my own I would be happy to be part of a committee to do so or as a volunteer to help run the shop on a roster or casual basis.
21	No
22	I would like to see hard rubbish collection 2x per year. People may then pick up something they could use from the neighbours naturestrip. Hard rubbish is then collected with usable items being sold in the resale shops. I also think hard rubbish collection would cut down on dumping in the bush. Also not everyone drives/has a trailer or ute/elderly which makes it difficult to use the tip vouchers. Our reuse/repurpose/recycle needs to be simplified for people. Maybe a soft plastics drop off point at the resale shops? I currently take mine to Seymour. Resale shops are a fantastic idea, love it!
23	I love the tip shops in Canberra you find great stuff there, would be great to have one at Nagambie
24	Great idea for Nagambie. Just perhaps a hybrid model so it's not run only by older women that I greedy and will choose all amazing first for themselves before actually going to public...for sale.
25	A great idea! We have experienced these stores in our previous place of living. They were very popular.
26	Hello Strathbogie Shire. I live in St.Albans, Melbourne but have an affiliation with the 51 Trees group based in Nagambie. We have points in common but it's complicated

Share Strathboogie - Form Results Summary (16 Nov 2021 to 22 Dec 2021)

29	As long as in good order and condition - would buy.
30	great initiative. so much good material gets wasted at tips without recycling. save the planet by re-use and repurpose.
31	Hobart has amazing tip shops. Would be worth having a look at how they run theirs.
32	Fantastic idea as long it is free to donate as we have enough expenses surrounding waste.
33	Use part of the funding for yearly hard rubbish collection. So many old couches , mattresses etc dumped on our country roads. Many elderly rate payers don't have the ability to take items to the tip
34	Lots of what would usually be considered 'not good enough condition ' items in the above categories are good enough for artistic project supplies as are crockery, cutlery and other metal, ceramic and even plastic items. There is high level resalable 'as is', repaired resalable, repurposable 'as is', repurposable with disassembly involved, and then recycling parts according to what they are made of. Lots of sorting work and sales jobs and lots of opportunities to avoid landfill with this.
35	I refurbish old items for an art hobby donate items to charities in Nagambie Nagambie needs this but prices should be at a low cost
36	Love visiting one in Torquay, have found some great bargains
37	I think it's a crying shame that people cannot take unwanted items and re use them it's such a waste of manufactured materials like gates fencing material and for people who are artistic making items has become unrealistic, have a look at what other councils are doing charging for green waste is ridiculous take it mulch it's and sell it back don't charge for taking it to the tip this is causing people to dump and burn what a waste of mulch, have a look at towns that are proactive weight scales going in and out pay on weight get with the times a Euroa is lagging behind the rest of the country.
38	An excellent idea and I'd be happy to promote it through my secondhand shop in Nagambie and on my recycling Youtube channel.
39	Great concept have need to such a centre in A few places they are great.
40	I saw some salvageable furniture and appliances going into the tip. It was a pity because if there were a shop this would have been saved from going into landfill and people could have made use of it at a very reduced price.
41	I would prefer that a community organisation would be better to run the facility, but our volunteers are already stretched and thinning, therefore think shire run would be better.
42	Would be a great initiative for the Shire and a great way to upcycle items
43	Great idea hope it gets approved
44	When you have created a shop (we used the Maryborough one so much) I would love to have a list of the items you accept please. 😊
45	I don't believe council should profit from the resale shop as the items for sale would mostly come from community members. Give back to the community!

46	Why is Council looking at starting another "Op Shop" in competition to the already established Church Op Shops and the Euroa Health "Bowerbird" Op Shop? It seems absolutely ridiculous to even consider taking stock away from these places that are already dedicating their time and existence to supporting the Community. An absolutely awful and not very well thought out idea.
47	Euroa Health relies heavily on monies raised from the Opportunity shop to support operations, we are a Bush Nursing hospital with limited streams of income and no government funding. Please do not go into opposition with us instead could we explore how we get locals to drop items off at the opportunity shop instead of the tip
48	An Op Shop in Euroa would be direct competition to the Euroa Health Bowerbird Opportunity Shop in Euroa. This would be concerning since this is a critical income stream providing funds for the hospital and aged care facility to provide health care for community. Euroa Health is not publicly funded. Furthermore competition for volunteers would also be problematic in Euroa.
49	Why is Council looking at starting another "Op Shop" in competition to the already established Church Op Shops and the Euroa Health "Bowerbird" Op Shop? It seems absolutely ridiculous to even consider taking stock away from these places that are already dedicating their time and existence to supporting the Community. An absolutely awful and not very well thought out idea.
50	With there being already two op shops in town, I don't believe we need another.
51	This may affect the profits from the Bowedbird Op Shop that raises funds for the hospital at Euroa health to help buy equipment. Euroa health is an important part of our community and health industry and it's important to keep it funded and advancing as much as possible. Maybe some of the profits from this resale could go towards the hospital too to help support the health of the community.
52	<p>We don't need a tip shop to be another op shop. We have two in town already and I would not like to see gently used goods directed away from them.</p> <p>A tip shop needs to be a way to save useful stuff from landfill, so if it were to repair broken stuff as per the fact sheet, yay! My personal wish list this week was some old chicken wire. Firstly, I'm poor and don't want to spend the money on new, and secondly, my beans aren't snobs and an old off cut would have done the job just fine.</p> <p>If "education" meant up cycling workshops, that'd be cool. I saw a thing on an up cycling FB group on turning an old tyre into a foot stool. That'd be a fun thing to do on a Saturday and I'm sure the mechanics would be glad to dispose of theirs somewhere closer. If "education" meant printing pamphlets telling people to do things they already know they should, I'd argue that wasn't the greatest environmental option.</p> <p>(Your first question should have had an "I don't care" option. Whatever is going to cause the least amount of infighting and the most amount of keeping stuff out of landfill.)</p> <p>((The percentages question was weird. As I am not operating the shop, I can have no idea what percentage of profits should go where. If it is a shop focused on keeping stuff out of landfill, why are there profits anyway? Pay staff and the electricity bill and spend the rest on keeping more stuff out of landfill, however you think that is best achieved.)</p>
53	<p>If successful, why not extend to other transfer stations, e.g. Violet Town? About time material was recycled instead of going into landfill. Frustrating to see useful objects being thrown out. One person's treasure ...</p> <p>Allow OpShops to resell items.</p>
54	It's about time! The shire has been sending good items to land fill for far too long.
55	The pricing needs to be kept low (i.e. less than \$5) to be effective, otherwise it will just be perceived as another way that council is trying to rip off its rate payers!

56	A great idea
57	<p>this is an opportunity to reduce the amount of funds we are forced to send to the state government through their landfill levy program. The amount they get paid, the levy fee/tonne, is only going to go up. We need to be able to get reasonable and better quality materials out of the waste stream. This proposal provides that opportunity. Particularly since they have "rigged" the EPA Act to support themselves and enhance their income at the detriment of our community. Household waste is now defined as industrial waste, ensuring they get more money. Sounds like a conflict of interest to me. Further, we have four pools in this municipality. My assessment is that all of them run at a loss. So running at a loss will not be a "deal breaker". This proposal provides an opportunity to divert waste products away from landfill, it allows for the opportunity to re-use and recycle products that somebody else does not want. Their waste becomes someone else's inputs - sounds a bit "circular" - and will reduce the need for some new products. It is what australians have been doing for generations. this proposal is win, win, win. Facta non verba. If there are profits, the money should go back to Council for libraries, tree planting and recreation reserves. This was not an option on the survey. Bless you.</p> <p>.....</p> <p>Thanks for the opportunity to comment. If you have any questions just ask</p>
58	<p>In years to come there will be a tsunami of waste generated by our consumer addiction, so please consider</p> <ol style="list-style-type: none"> 1. Educate community - schools - businesses - etc., and especially opportunity shop workers across the Shire on what can be diverted from landfill. Establishing beneficial networks eg: op-shops get a great deal of art related donations (canvases, pencils, pens, broken crockery, textiles and much more), how about offering these items for free to artists, schools, community groups? I currently pay for items that are in skips. 2. Community groups may like to run the 'shop' for a month a make some money? 3. Or everything could be FREE? 4. Australian artists have very low incomes & budgets, especially when working in the disability sector, most artist naturally collaborate so will share resources around. 5. If you do use a hybrid management model please do are sure the people working in the shop understand that it has to be very low prices to move merchandise on..... <p>remember the tsunami is only a short time away.</p>
59	<p>I think this is a fantastic idea. Thank you. What I would also like to see is these shops paired with more niche recycling, including soft plastics, batteries, electricals, complex plastics (toothpaste containers etc), medication blister packs (could partner with pharmacies o provide this service), Styrofoam.. Also to have space where people can bring spare daily household items such as cleaners, cling wrap, baking paper, foil, freezer bags, spare glass jars, fabric recycling, etc. Often people end up with excess of these things and if would be a great place to share as well. The money from sales could be used to fund recycling of more difficult items.</p> <p>The tip shops in Melbourne I have visited are also a great place to provide employment for people who may struggle other places for various reasons. Would be nice to be able to provide such employment here too.</p>
60	<p>Council may wish to pilot the hybrid model for 12 months and then ask the community to give feedback on how they have found it to work for them. That way there's freedom to be more responsive and agile to changing the model should this be required.</p>
61	<p>This should be run on a not for profit, charity model, with the prices kept LOW so the needy in our community can benefit, NOT with the primary aim of raising money (unlike the Euroa Bowerbird).</p>

62	I absolutely hope this goes ahead. It would be a great initiative
	<p>The need to recycle bicycles is obvious when you consider the number of them which current go to the tip. This includes bikes of all sizes and uses. The recycle shop could also ask local agricultural agents to advise when clearing sales have bikes for sale and bring those on line too.</p> <p>The Shire could be developing a bicycle recycling service like the one in Benalla (Wheelie Awesome) which involves the local schools and promotes skills in young people to maintain their own bikes.</p>
63	<p>Bicycle recycling could also link to the interest in the Balmattum Hill mountain bike track and to cycling tourism generally.</p> <p>There is potential to link the cycling possibilities to a revived railway precinct when the ARTC adopts the community's commitment to a precinct being developed at the entrance to Euroa (where we have had a gravel pit since at least the 1960s). If the current Goods Shed at the railway precinct was to be developed for use it could also contribute to promoting the recycle shop and generally linking to tourism opportunities.</p>

9.2.4 Revised Community Grants Program Guidelines 2022

Author: Coordinator Community Services and Inclusion

Responsible Director: Director Community and Planning

EXECUTIVE SUMMARY

The Strathbogie Shire Community Grants Program encourages community organisation and community groups to apply for funding to support projects that improve the liveability of Strathbogie residents.

A review of the grant guidelines has been undertaken taking into consideration community feedback from the 2021 program. A number of opportunities have been identified to improve the application and assessment process which Officers are continuing to work through prior to the grants program opening in June 2022. The following amendments have been identified for the guidelines for the 2022-23 program:

- All Community Grant Program dates updated for the 2022 program with application rounds opening 1 June and closing 30 June 2022. Small project grants opening on the 1 September 2022 in line with closing of round one and successful applicants notified.
- Inclusion of Round Two wording into the guidelines as follows:

In the event the Community Grants Program is under subscribed Council may announce a Second Round of Community Grants in August 2022.

Successful applicants from Round One can apply for grant funding in Round Two if funding is for a new project. Please note however if Round Two is oversubscribed applications from successful Round One organisations/ groups won't be considered.

Small projects remain open only to applicants that were unsuccessful or did not submit applications in the main community grant rounds.

This report seeks to adopt the above changes to the guidelines for 2022.

RECOMMENDATION

That Council:

- 1. Adopt the revised 2022 Community Grants Program Guidelines;***
- 2. Release and promote the 2022 Community Grants and Guidelines on the Strathbogie Shire Council website, local media, publications and broadly through a range of engagement networks commencing 1 May 2022, in preparation for grants opening on 1 June 2022, and closing on 30 June 2022.***
- 3. Receive a further report in the August Council meeting cycle for consideration detailing the outcomes and proposed grant recipients for the 2022 Community Grants Program.***

9.2.4 Revised Community Grants Program Guidelines 2022 (cont.)

PURPOSE AND BACKGROUND

The Strathbogie Community Grants Program is the annual grants program offered by Council and provides an opportunity for not-for-profit community groups to undertake projects that complement the focus areas identified as priorities for Council.

Funding is available up to \$5000 and applications are sought for projects that:

- Promote community engagement and participation
- Support gender equality and social inclusion and improve accessibility
- Contribute to building healthy and vibrant communities
- Improve community facilities and infrastructure

The next round of the Strathbogie Community Grants Program will fund activities occurring between 26th August 2022 and 30 June 2023. This round will open for applications on 1st June 2022 and close on 30th June 2022. All applications will be administered online via Smarty Grants with the Community Services and Inclusion team supporting community groups where necessary in their applications.

All applications received via SmartyGrants by the closing date will be assessed and recommendations for funding presented to Council at the August Council Meeting.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

To further strengthen the Community Grants Program one key amendment has been made which is the inclusion of specifications of eligibility in the event a second round of community grants is to be implemented. In 2020 and 2021 a second round of community grants was introduced due to the initial round being undersubscribed and a reasonable amount of funding remaining available. In both instances round two was well subscribed and funding assigned to the community grants program was exhausted after the second round.

Community feedback from last year's program identified that a decisive position on the eligibility of applicants to round two was required to ensure a fair and equitable assessment process could remain.

Council Officers recommend the inclusion of the following wording to the guidelines:

- In the event the Community Grants Program is under subscribed Council may announce a Second Round of Community Grants in August.
- Successful applicants from Round One can apply for grant funding in Round Two if funding is for a new project. Please note however if Round Two is oversubscribed applications from successful Round One organisations/groups won't be considered.

9.2.4 Revised Community Grants Program Guidelines 2022 (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The recommended changes have been developed through feedback received from the Community during the 2021 Community Grants Program as an opportunity to strengthen and improve the program.

A number of community information sessions will be scheduled across the Shire to support the Community in applying for funding in the upcoming 2022 program. Furthermore, opportunities will be provided for individual meetings to be booked to meet with Council staff for additional support.

POLICY CONSIDERATIONS

Council Plans and Policies

The report is consistent with Council Policies, key strategic documents and the Council Plan, in particular, aligning with:

- Community Funding and Investment Policy, adopted May 2021
- 2021-2025 Council Plan, specifically:
 - Strategic focus area 1: Engage. Create. Unite
 - Strategic focus area 4: Inclusive. Productive. Balanced
 - Strategic focus area 5: Strong. Healthy. Safe
 - Strategic focus area 6: Accountable. Transparent. Responsible

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

There is no specific legislation governing the establishment of community grants, however under the Local Government Act 2020 Council must be accountable for how public funds are spent and governance arrangements around decision making.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

In the interest of transparency and open and honest communication with our community it is recommended that these changes to the community grants guidelines be acknowledged in a public forum providing full disclosure of the changes to the community.

9.2.4 Revised Community Grants Program Guidelines 2022 (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The 2022 Strathbogie Community Grant Program has an anticipated total budget allocation of \$107,000 subject to the adoption of the 2022/23 operational budget in June 2022.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Environment

Through the application process, community projects that deliver environmental benefits to residents of the Shire will be encouraged. Applicants will be asked to outline the environmental impacts/benefits of their project as part of the application process.

Climate change

Through the application process, community projects that deliver improved outcomes for climate change will be encouraged. In addition, any successful applications that undertake events (on Council owned or managed land) will be required to so in line with Council's Zero Plastic Events Policy.

Economic

The community grants program has four key categories available for funding of projects up to the value of \$5000. The categories include:

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

In addition, grants are available for small projects up to the value of \$1000.

Projects in all four categories have the potential to increase economic development within the Shire. Arts and Culture projects have historically created tourism opportunities celebrating our rich indigenous history as well as our thriving art community, bringing exhibitions and tourists to town. Facilities and Infrastructure grants have enabled groups to become more efficient and sustainable as well as improving facilities to enable activities that bring financial gain to the group.

Social

The community grants program promotes community engagement as members of the community collaborate to develop their project ideas, apply for funding and work together to deliver their projects. The grants program helps to drive a sense of community and deliver change and improvements to the community.

9.2.4 Revised Community Grants Program Guidelines 2022 (cont.)

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The changes proposed to the guidelines for 2022 demonstrate continuous improvement based on community feedback and key learnings from the 2020/2021 community grants process.

HUMAN RIGHTS CONSIDERATIONS

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

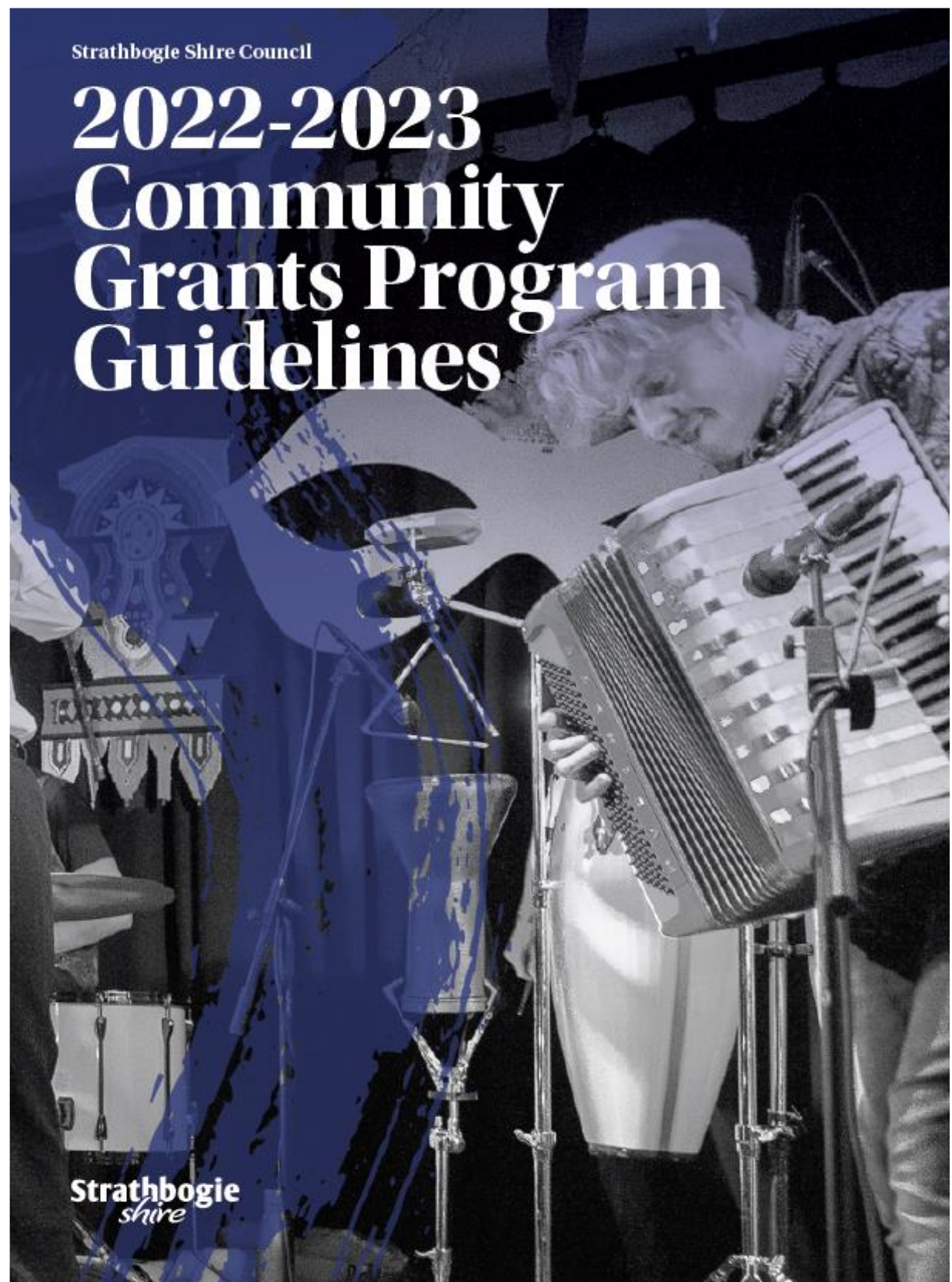
CONCLUSION

The recommendations put forward for adoption are part of our continuous improvement process and will only enhance the well-established processes for the community grants program and associated community outcomes.

ATTACHMENTS

Attachment 1: 2022-2023 Community Grants Program Guidelines

ATTACHMENT 1:



Online applications can be lodged at
www.strathbogie.vic.gov.au/community/community-funding/community-grants-program

If you are unsure about any information outlined in these Guidelines or would like to discuss your application further, please contact a member of the Community Services and Inclusion Team on 5795 0000 or by emailing Info@strathbogie.vic.gov.au

Strathbogie Shire Council
109A Binney St, Euroa
PO Box 177, Euroa 3666
Free call: 1800 065 993
www.strathbogie.vic.gov.au
Info@strathbogie.vic.gov.au

Contents

Important things you need to know before you start	2
Community Grants Program timeline 2022-2023	3
Principles of the Community Grants Program	4
General guidelines – for all categories	4
1. Who is eligible to apply?	4
2. Features of an eligible application	4
3. Who is not eligible to apply?	4
4. What is not eligible for funding?	5
5. Community Grants and GST	5
6. Grant conditions	5
How to apply	6
Specific grant category guidelines	6
• Active and healthy communities	7
• Arts and culture	8
• Environmental and sustainability	9
• Facilities and infrastructure	10
• Small projects grants	11
Evaluation process	12

Important things you need to know before you start

Read the Guidelines carefully. It is important to have a full understanding of the Guidelines before you start completing the online application.

The term project is used throughout this document. Project means any activity, initiative or program that you are seeking funds for.

It is a condition of your application that you discuss your proposed project with a member of the Community Services and Inclusion Team.

This will help to:

- Check your group is eligible for funding.
- Check your project is eligible to be funded and that you are applying in the correct category.
- Check your project is in line with the relevant Community Action Plan where applicable
- Clarify any queries you may have about the guidelines and online application process.

Please note if you apply under an incorrect category we are unable to move your application to a more appropriate category and your chance of receiving funding will be reduced.

The amount of funds awarded will be dependent on number and quality of applications. Please note: you may not receive the full amount of funds you have applied for.

The maximum grant amount for each category is as follows:

Active and Healthy Communities – \$5000

Arts and Culture – \$5000

Environment and Sustainability – \$5000

Facilities and Infrastructure – \$5000

Small Projects – \$1000

Applicants are required to contribute towards the implementation of their project; this may include cash or in kind contributions or a combination of both. There is no minimum contribution required however evidence of the contribution must be provided.

Council will require evidence of appropriate Public Liability Insurance prior to the receipt of funds. The preferred minimum coverage is to be \$20,000,000 or other amount to the satisfaction of Council.

Applications can only be received from incorporated groups. If your group is not incorporated, you will need to seek out an incorporated group or a Community Planning Reference Group (also known as Community Action Group) who is willing to auspice (endorse) your application.

If your group is submitting an application for funding you may also agree to act as an auspicing group for another non-incorporated group.

If your group has received Community Grants Funding previously you must have completed any outstanding project acquittal requirements before being eligible to reapply for the current round of the Community Grants Program. The Grant Acquittal Form is available on the SmartyGrants account that you used to apply for your previous Grant.

Applicants may only submit one application in any given round of Community Grants per financial year.

Any questions regarding acquittal requirements can be directed to the Community Services and Inclusion Team on 5795 0000.

Community Grants Program timeline 2022-2023

Applications open
– June 1, 2022

It is a condition of application that you discuss your proposed project with a member of the Community Services and Inclusion Team.

Applications close
– June 30, 2022

Applications assessed
– July 2022

Recommendations to Council for decision
– August 16, 2022

Applicants advised of outcome
– August 26, 2022

Project can commence from
– August 26, 2022

Project completed and acquittal submitted
– May 31, 2023

Small Projects Grants
– available to apply all year
(or until funding allocation is exhausted)
applications open from September 1, 2022

Principles of the Community Grants Program

The Community Grants Program provides an opportunity for groups to undertake projects that complement the focus areas identified as priorities for the Strathbogie Shire Council.

Applications are sought for projects that:

Promote community engagement and participation.

Support gender equality and social inclusion and improve accessibility.

Contribute to building healthy and vibrant communities.

Improve community facilities and infrastructure.

It is recommended that your project should directly relate to a strategic goal that is specified in one or more of the following documents:

Strathbogie Shire Council Plan 2021-2025 – [click here](#)

A Community Plan developed by the Community Planning Reference Group in your community – [click here](#)

General guidelines – for all categories

1. Who is eligible to apply?

To be eligible for funding under the Community Grants Program, applicants must be:

A not for profit community group, organisation or club that is **incorporated**.

OR

An **unincorporated** not for profit community group, organisation or club only if they have a Community Planning Reference Group (also known as Community Action Group) or an incorporated body that is willing to act as auspice for the application.

2. Features of an eligible application

The project must be based in the Strathbogie Shire municipality.

The project will generate positive outcomes for Strathbogie Shire residents and/or visitors.

The applicant is able to demonstrate their own contribution to the project in the form of funds or in kind support.

There is demonstrated support for the project from other groups within the community (such as formal partnerships, letters of support and/or a financial commitment to the project).

The applicant is able to demonstrate sound project planning.

The project considers gender equity, inclusion, accessibility and cultural diversity as well as environmental impacts/benefits.

3. Who is not eligible to apply?

An individual.

An unincorporated not for profit community group, organisation or club without an appropriate auspicing body.

Emergency services, Educational Institutions (excluding non-privatised early education providers operating in Council facilities) and Religious organisations.

Any group who has an overdue acquittal of a previous Community Grant.

Any group already receiving other financial support from Council (such as a Community Planning Reference Group) or where their funding and service agreement precludes access to other Council funding.

Private, profit making organisations.

4. What is not eligible for funding?

Applications for retrospective funding, including for projects that are due to start before 26th August 2022.

Applications seeking funds to run events. Events funding can be applied for via the Council's Sponsorship Program [click here](#).

Applications seeking funds to cover the cost of fundraising, prizes and/or wages.

Applications seeking sponsorship to attend conferences or sporting events.

Projects that are to occur primarily outside of Council's municipal boundary.

Applications from federal or state government agencies and private profit making organisations or individuals.

Applications that are incomplete such as: not attaching evidence of public liability insurance coverage and not attaching copies of relevant quotes.

Projects that are already receiving other financial support from Council or an alternate funding source.

5. Community Grants and GST

Where the applicant is registered for GST Council will pay the grant amount requested plus 10%. The Applicant will then remit to the Australian Tax Office (ATO).

If the applicant is not registered for GST, or is not auspiced by a group registered for GST, 10% will be added to GST items as part of the total grant sum.

Grant maximum amounts to remain as suggested, noting that the amount will cover GST, with any amount over that to be funded by the applicant.

6. Grant conditions

Successful applicants will be required to:

- Enter into a funding agreement and adhere to the conditions of the agreement.
- Spend the grant money only as stated in the original application. Approval for any proposed variation to the project must be sought in writing via the Manager Community & Culture, and permission received in writing, prior to a new project or variation commencing.
- Return any unspent funds at the completion of the project or the end of the agreement unless prior approval has been obtained to expend the funds.
- Complete a project plan and obtain all necessary permits, compliance requirements as deemed necessary for your application.
- Obtain all necessary approvals (e.g. letter from land owner) and permits (building/planning or other statutory requirements) associated with your project; failure to do so will result in the project being delayed, or potentially, stopped.

- Any joint application from multiple groups for the same project must have sign off by all groups stating that they will work collaboratively to deliver the project. Individual applications for the same project will not be accepted
- Inform Council officers of changes to key project contact details, including telephone number, email or postal address.
- Ensure any outstanding acquittals are submitted by 31 May 2023 (or other date as agreed to by Council). (If this is not done, your application will not be considered).
- Invite Council officers and Ward Councillor/s to the project launch if applicable.
- Acknowledge Council in all public and promotional materials.

7. Community Grants and Second Round

In the event the Community Grants Program is under subscribed Council may announce a Second Round of Community Grants in August 2022.

Successful applicants from Round One can apply for grant funding in Round Two if funding is for a new project. Please note however if Round Two is over subscribed applications from successful Round One organisations/groups won't be considered.

How to apply

All applications are completed online at:

[www.strathbogie.vic.gov.au/
community/community-funding/
community-grants-program](http://www.strathbogie.vic.gov.au/community/community-funding/community-grants-program)

Please answer all questions and attach all information as requested.

Failure to answer all questions and attach all information as requested will render your application ineligible and your application will not be assessed.

- Depending on the specific project, additional information or approvals such as building or planning permits may be required for the implementation of your project. This is different from the required documents for a complete application. If your application is successful you will need to obtain relevant permits or approvals prior to funding being released. The requirements and process will be explained to you as part of the funding conditions and documentation.

Late applications will not be considered, and no extensions will be granted.

A successful funding application in any round does not imply ongoing funding.



Specific grant category guidelines

The Community Grants Program is divided into five categories, each of which has specific guidelines. Please make sure you refer to the specific guidelines for the relevant category before you start.

Sometimes the project may appear to be applicable to more than one category – if this is the case, please discuss this with the Community Services and Inclusion Team to for advice about which is the best category to submit your proposal.

Once the application has been submitted it is not possible to change it to a more appropriate category and your chance of success may be reduced.

Active and Healthy Communities

(To be read in conjunction with the general guidelines)

The Active and Healthy Communities category supports:

- Local projects that promote collaboration and resource sharing among groups.
- The development of new or expanding existing programs and activities for example craft workshops, walking groups, community engagement programs or formal and informal sport and leisure activities.
- The purchase of project related equipment/materials e.g.: purchase of printer, materials for workshops and/or project costs such as printing, facility hire, consumables.
- Building more capable community groups for example committee of management training, leadership/skill development and/or volunteer development and/or skills training initiatives that will increase the efficiency of volunteer roles and responsibilities.

- Provision of essential equipment with priority given to safety equipment e.g. defibrillator, safety padding.

The project should be free or low cost for the community to attend.

Applicants must keep a record/register of volunteer involvement and audience attendance at all activities associated with the project and submit with the project acquittal report.

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to developing the health and wellbeing of residents of the Strathbogie Shire.
- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills, promote awareness and/or action with regards to community issues and provide opportunities to increase skills/knowledge of community members

- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.

- Demonstrate sound Project Planning/Management and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

Groups should always work towards a sustainable funding model for projects that are intended to be ongoing.

Arts and Culture

(To be read in conjunction with the general guidelines)

The Arts and Culture grant category supports:

- Arts and Culture based initiatives that engage the broader community in creative activities i.e. workshops, residencies, master classes, tours, exhibitions.
- Local artists and organisations to develop art projects that increase the community participation in the arts.
- Local arts and culture based activities that celebrate diversity and reduce isolation. Local arts and culture based activities that promote awareness of community issues and strengthen and develop community skills. Opportunities that assist to sustainably build the region's tourism products that relate to Arts and Culture.

The project should be free or low cost for the community to attend.

Applicants must keep a record/register of volunteer involvement and audience attendance at all activities associated with the project and submit with the project acquittal report.

Please note: In previous years Community Grants Program has provided funding for Events, however, as of 2019-2020, Event funding has been transferred to the Sponsorship Program. Click: [Sponsorship Program](#)

Please discuss your project with the Arts Culture Economy Team.

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to developing the

cultural vibrancy of the Strathbogie Shire area and supports local creativity and innovation.

- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills such as leadership, performance skills, event management.
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning/Management and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

Groups should always work towards a sustainable funding model for projects that are intended to be ongoing.



Environment and Sustainability

(To be read in conjunction with the general guidelines)

The Environment and Sustainability category supports:

Community groups to undertake a range of environmentally sustainable projects which improve our natural and built environments, for example, community garden projects or the provision of essential group equipment.

Environmental projects for waste and resource management, and recycling initiatives.

Sustainability projects to improve energy efficiency or implement sustainable transport initiatives.

Conservation and climate change projects such as landscape restoration and re-vegetation projects or pest, plant and animal control projects.

The development of Environmental and Sustainability educational programs, behavioural change project, field days or workshops, development brochures, booklets and other resource materials.

The project should be free or low cost for the community to attend.

Applicants must keep a record/register of volunteer involvement and audience attendance at all activities associated with the project and submit with the project acquittal report.

Eligibility

Successful applications/applicants will be required to:

Demonstrate how the project contributes to environmental sustainability outcomes and benefits.

Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills such as leadership, performance skills, event management.

Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.

Demonstrate sound Project Planning/Management and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

Groups should always work towards a sustainable funding model for projects that are intended to be ongoing.



Facilities and Infrastructure

(To be read in conjunction with the general guidelines)

The Facilities and Infrastructure category supports:

- Minor capital purchases such as furniture and equipment.
- Improvements to community facilities such as minor capital work projects or make non-essential modifications to community facilities, for the benefit of facility users.
- Small infrastructure projects such as costs towards an all abilities ramp.
- Children's playgrounds or recreational space improvements.

The project should be free or low cost for the community to attend.

Applicants must keep a record/register of volunteer involvement and audience attendance at all activities associated with the project and submit with the project acquittal report.

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to improving and developing facilities and infrastructure in Strathbogie Shire.
- Demonstrate the Community benefits of the project, for example, how will the project impact on user groups of the facility.

- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.

- Demonstrate sound Project Planning/Management and Risk Management skills.

- Provide evidence of approval from the building owner for any works to be undertaken.

Successful funding in this round does not imply ongoing funding.

Groups should always work towards a sustainable funding model for projects that are intended to be ongoing.



Small Projects Grants

(To be read in conjunction with the general guidelines)

Small Projects Grants are available for applicants that have missed the submission dates for Community Grants from other categories.

Groups are only eligible to receive this grant once per financial year and are not eligible for a Small Projects Grant if successful in the main rounds of Community Grants.

Small Project Grants must meet the criteria for one of the four Community Grant Categories:

- Active & Healthy Communities
- Arts & Culture

- Environmental & Sustainability
- Facilities & Infrastructure

Small Projects Grants must be acquitted within six months of the submission of their Terms and Conditions unless otherwise negotiated with the Manager Community Services & Inclusion.

Application process

Applications are accepted all year (or until funding allocation is exhausted) from 1st September 2022

Small Project Grants are assessed on a monthly basis.

- Applications should be received before 12 pm on the last Monday of the month

- Applications then undergo pre-eligibility checks before being forwarded to Assessors
- Final decision regarding small projects grants will be determined at the following Monthly Council meeting.

Any application received after 12pm on the last Monday of the month will be assessed the following month.

Eligibility

As per Community Grants Category under which the applicant is applying.



Evaluation Process

All Community Grant submissions will be evaluated by Strathbogie Shire Council's Community Grants Program Assessment Panel.

The Community Grants Program Assessment Panel will be made up of three (3) Council officers from within the Community Services & Inclusion team. Additional advice will be provided by other officers dependent on their area of expertise in the grant categories of Arts & Culture, Environment & Sustainability, Facilities & Infrastructure and Projects

The panel will consider all eligible applications submitted. A list of Ineligible applications received will also be presented to the assessment Panel.

All applications will be reviewed and assessed against a scoring matrix to ensure consistency, equity and transparency across the program. All recommendations will be consistent with the eligibility criteria and funding priorities as outlined in the Strathbogie Shire Community Grants Program Policy document.

Where the Strathbogie Shire Community Grant Program Assessment Panel chooses to make a recommendation (either to fund or not fund) that sits outside the Strathbogie Shire Community Grants Program Policy and/or these Terms of Reference, the rationale for such recommendation will be detailed in a report to Council.



Criteria description	Weighting
Alignment to Community Grants Outcomes and Strategic Plans <ul style="list-style-type: none"> • Are the application's aims and outcomes clearly identified? • Does the application support the Community Grants outcomes and Strategic plan of Council and/or Local Community Reference Group Strategic plan? • How is the project evaluated – how will they know if the project has achieved the community grants outcomes? • Does the application address environmental sustainability? 	30%
Community Need <ul style="list-style-type: none"> • Is there a clearly identified and demonstrated local need for this application? • Does the application and activities identified effectively address this need? • Has the application appropriately engaged with the local community? • Have local people, participants, members or service users been involved in identifying this need and have input into the response? 	20%
Organisational Capacity <ul style="list-style-type: none"> • Is the application well planned and achievable within the timeframe? • Is there a clear link between the community need, the community outcomes and the activities that will be delivered? • Does the application identify appropriate partners that will work with them in a collaborative way? • Is the scope of the project appropriate? 	20%
Access and Equity <ul style="list-style-type: none"> • Does the application address issues of social exclusion or barriers to participation? • Does the application target vulnerable sectors of the community? • Is the project accessible and inclusive? • Does the application address issues of disadvantage? 	15%
Budget <ul style="list-style-type: none"> • Does the budget accurately reflect the scope and scale of the application? • Have other funding sources been identified? • Have the resources that are required to deliver the project been clearly identified? • Is the application financially viable and does it demonstrate sound management? 	15%

9.2.5 Climate Change Action Plan – Draft for Exhibition

Author: Environment and Waste Coordinator

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

In April 2021 Strathbogie Shire Council declared a climate emergency. Since this time staff have been working with the community to develop a Climate Change Action Plan. This report presents the draft plan for endorsement for public exhibition for a period of 6 weeks.

With this Climate Change Action Plan, we intend to continue to be leaders in this area.

The overarching theme of this plan with ensure that Council:

- Embed climate emergency responses into all Shire business activities and decisions;
- Accelerate the Shire's climate change adaptation and mitigation actions to the speed and scale required to address the Climate Emergency;
- Direct the Shire's efforts to engage and empower the local community and business to foster cultural shifts, so that ongoing climate action becomes the new standard;
- Assist and support a just and fair transition to a prosperous decarbonised economy; and
- Create and enhance collaboration and partnership opportunities between the Shire, community and the broader Climate Emergency movement to amplify action and coordinate advocacy.

RECOMMENDATION

That Council:

- 1. Endorse the release of the draft Climate Change Action Plan for public exhibition and feedback for a period of six weeks to finalise of the Climate Change Action Plan; and***
- 2. Receive a further report detailing the outcomes of the public exhibition of the draft Climate Change Action Plan at a future Council meeting.***

PURPOSE AND BACKGROUND

At its meeting on 22 April 2021 Strathbogie Shire Council became the 100th Council in Australia to declare a climate emergency acknowledging that climate change is a real threat and requires urgent actions from everyone to protect life on the planet.

9.2.5 Climate Change Action Plan – Draft for Exhibition (cont.)

One of the recommendations from the motion was to work with the community to develop a Climate Change Action Plan to adapt and mitigate to our changing climate. During the time of the declaration, and following this, significant community consultation was undertaken to understand the community's priorities. Further information on this can be found in the Community Engagement section of this report.

The majority of consultation with the community has now been undertaken, and staff are ready to present a draft report to our community for any final comments before final endorsement by Councillors.

In partnership with the community, Council will commence implementing the Action Plan in 2022- 2023. Council will report annually on the key achievements, highlights and challenges for the implementation of programs. These updates and lessons learnt will be shared with the community in Council's Annual Report. Through ongoing monitoring Council will review the uptake and effectiveness of specific actions and amend if necessary. This will allow Council and community to ensure that resources are used effectively to achieve the best outcome.

This Action Plan has five (5) main areas with Corporate (Council) and Community actions for each target area. The areas are:

1. Protecting our natural environment
2. Reducing our emissions
3. Our climate resilient community
4. Moving sustainably
5. Advocating for change

The first four (4) sections of this plan outlines actions where Council can influence and make real difference in our local area. We know that Climate Change and its implications are not just found at a local government level but across all levels of Government, therefore section 5, Advocating for Change, shows actions that we will take to influence those areas where we are not directly responsible.

ISSUES, OPTIONS AND DISCUSSION

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The global mean surface temperature of the Earth increased by around 0.9°C from 1880 to 2012, and the observed warming in recent decades is consistent with the fundamental theories of the physics of the atmosphere and its behaviour. The rate of warming has been most rapid in the latter half of the 20th century. Since the 1980s every decade has been warmer than any other decade since 1850 and each successive decade has been warmer than the previous.

9.2.5 Climate Change Action Plan – Draft for Exhibition (cont.)

In 2019 Council adopted the Sustainable Strathbogrie 2030 Strategy and Action Plan that looks at six areas where climate change will impact its operations and the wider community. There is a corresponding action plan that outlines actions that will be taken to mitigate and adapt. Furthermore, Strathbogrie is one of 139 councils that have joined the Cities Power Partnership, a national local government climate network committed to lowering carbon emissions through switching to renewable energy and working in partnership to tackle climate change. Council is also partnering with about 40 local governments across Victoria to procure large scale renewable power from which to purchase our electricity.

The declaration of a Climate Emergency by Council demonstrates leadership in increasing awareness on the issue, allocates resources and instigates actions to mitigate against climate change and focuses our attention on complying with legal obligations. A declaration sends a clear message to the community that Council is serious about mitigating against the risks that climate change pose for the social, economic, and environmental prosperity of our community.

This Draft Climate Change Action Plan is our next step on this journey to preparing our community for the impacts of Climate Change.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Significant community engagement has been undertaken as part of the development of this Climate Change Action Plan, this process has been outlined below.

- A community forum with a panel of experts – this was cancelled due to COVID 19 restrictions and was instead moved online to ShareStrathbogrie with videos from the experts, and a survey around priorities
- Four (4) community roundtables, led by Councillors, looking at specific actions and the flow of a draft plan

It is proposed that as part of the community engagement for this draft Plan, Council will:

- Place the plan on Share Strathbogrie and invite comment for the broader Strathbogrie community
- Reach out to interested stakeholders including
 - All Action Groups
 - Surrounding Councils
 - Goulburn Valley Water
 - Goulburn Murray Water
 - Goulburn Murray Climate Alliance
 - Goulburn Broken Catchment Management Authority
 - Local Landcare Groups and Landcare Networks
 - Sustainability Victoria

9.2.5 Climate Change Action Plan – Draft for Exhibition (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

The Strathbogie Shire Council Plan has a specific action under Protect. Enhance. Adapt Action 3.1.1 – Develop and implement a Climate Change Action Plan.

The placement of this Climate Change Action Plan on ShareStrathbogie for final comment will progress this action.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

There are policies and initiatives at federal and state level focussed on reducing impacts of climate change and instilling sustainability principles into decision making.

The *Local Government Act 2020* states that councils must consider climate change impacts in its decision-making processes and when developing key strategic documents such as the community vision, council plan and long term financial/asset plans.

The Victoria *Climate Change Act 2017* aims to drive our state's transition to a climate resilient community and economy, and outlines guiding principles to assist Council in assessing the suitability of our decision-making in light of climate change.

The Victoria *Planning and Environment Act 1987* provides the framework for the use, development, and protection of land in Victoria for the present and long-term interests of all Victorians.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The legal landscape continues to evolve in relation to responsibility and liability of climate change impacts and business preparedness. Should Council declare a climate emergency and implement actions that respond to the emergency, it will assist with legislative compliance and perhaps reduce the likelihood of litigation when compared to taking less decisive and comprehensive action.

Council is also bound to implement the Climate Change Act 2017 through making an emissions reduction pledge that is submitted to the state government. It is proposed that Council will formally submit a emissions reduction pledge once the final Plan has been endorsed.

9.2.5 Climate Change Action Plan – Draft for Exhibition (cont.)

The Planning and Environment Act 1987 requires councils to consider environmental implications of its strategies and decisions. Section 9(2)(c) of the Local Government Act 2020 requires councils to promote the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This matter will be considered in a Council meeting open to the public as the primary target audience is the Strathbogrie Shire community and the many community groups within our region.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Potential costs have been identified in the report and will be budgeted for as required as part of Council's annual budget process.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Significant economic impacts are available through declaring a Climate Emergency including ensuring risk mitigation is understood and planned for under an emergency management lens, Council is positioned to strategically target opportunities to attract investment in new and innovative technologies and business to support the successful transition of our existing and emerging industries.

Social

There are significant social benefits as it will provide all levels of Council to engage with the community on the implication of climate change, understand how it is currently affecting our community and way of life, how they are currently adapting and what opportunities there are to work together to ensure there is no net loss of our way of life but net gain and no member of the community, importantly the most vulnerable members, are left behind.

9.2.5 Climate Change Action Plan – Draft for Exhibition (cont.)

Environmental

Declaring a Climate Emergency will have significant environmental and sustainability benefits to council, the community, and the environment. It will enable immediate action to support the future prosperity of our natural world and key assets and provide a framework for sustainable principles to be embedded in council activities.

Climate change

By declaring a Climate Emergency Council is acknowledging that we need to take immediate action to embed sustainability and climate change adaption and mitigation into all areas of Council. Furthermore, Council will join many other Councils around Australia and the world to improve the legacy that we are leaving for future generations.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The endorsement of this draft plan shows Councils ability to think outside the box and prepare the community for the impacts of climate change.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

As part of our broad range communication for this draft plan we will communicate all relevant stakeholders.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

At its meeting on 22 April 2021 Strathbogie Shire Council became the 100th Council in Australia to declare a climate emergency acknowledging that climate change is a real threat and requires urgent actions from everyone to protect life on the planet.

One of the recommendations from the motion was to work with the community to develop a Climate Change Action Plan to adapt and mitigate to our changing climate. This report presents that developed draft plan for consultation.

ATTACHMENTS

Attachment 1: Draft Climate Change Action Plan 2022 – 2027

9.3 INFRASTRUCTURE

9.3.1 Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement

Authors: Procurement and Tenders Officer, and Team Leader Administration Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council has undertaken a competitive tender process for the Supply of Gravel Products – Panel of Suppliers Agreement for a period of three (3) years.

The open public tender process for this Panel of Suppliers has been undertaken in accordance with Strathbogie Shire Council (Council's) Procurement Policy. The Panel of Suppliers – Gravel Products will provide Council a panel of pre-approved preferred suppliers that meet the required skillset, demonstrated experience and quality management systems and supporting local content.

Officers will be required to seek quotes from Panel of Supplier members through a further competitive process as projects arise. This process will be in accordance with the purchasing provision detailed in Council's Procurement Policy. Experience tells us that this further competitive process often leads to a reduction in cost from the maximum rates schedule provided when the Panel of Suppliers Arrangement was created.

Where the Panel of Suppliers do not meet the required specialised skillset for a particular project, Council is still able to seek quotations from alternative suppliers to undertake the desired works.

At the closure of the advertising process, four (4) submissions were received. These have now been independently assessed and evaluated by a panel of Council Officers. Following the tender evaluation process, officers propose that a Panel of Suppliers Arrangement be issued to all tenderers.

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

RECOMMENDATION

That Council –

- 1. Awards Panel of Supplier Arrangement for Supply of Gravel Products, Contract No. 21/22-31 for a schedule or rates-based contract for the contract term of three (3) years to:***
 - Sevens Creek Excavations Pty Ltd***
 - Euroa Quarries***
 - Violet Town Quarries Pty Ltd***
 - E.B Mawson & Sons Pty Ltd***

9.3.1 Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement (cont.)

RECOMMENDATION (cont.)

2. ***Authorises the Chief Executive Officer to execute the Panel of Supplier Arrangements by signing and affixing with the Common Seal of Strathbogie Shire Council; and***
2. ***Notes that the Contracts will commence on 1 May 2022 and conclude on 30 April 2025.***

PURPOSE AND BACKGROUND

Strathbogie Shire Council requires the renewal of its Gravel Supply Contract. The contract specifies the required materials for use on our sealed and unsealed road network. The list of materials includes road base material of varied classes and sizes and sealing aggregate. These materials will then be utilised in Councils Road maintenance and road construction practices particularly with regard to pothole repairs and resheeting of unsealed roads and shoulders and road upgrade programs but also for minor patching and surfacing requirements.

A Panel of Suppliers Arrangement creates a more efficient yet competitive process when goods or services under the value of \$150,000 (i.e. at a time or for a specific location) need to be procured. Efficiencies are gained when Council has already analysed the company's expertise, their occupational health and safety/risk management systems and has locked in a (maximum) schedule of rates for goods and services.

As the need for goods and services for civil works valued at under \$150,000 arises, this type of arrangement will allow officers to issue a brief for what goods/services are being sought and seek quotes from approved Panel of Supplier members through a further competitive process.

It is important to note that there is no guarantee of a contract, or a minimum spend value to any company during the life of this Panel of Suppliers Arrangement.

TENDER PROCESS

Tenders were invited by advertising on "Tendersearch" via the Council website on the 19 November 2021. Council also advertised in Saturday's The Age newspaper (providing state-wide reach), Shepparton News, Euroa Gazette, Benalla Ensign, Violet Town Village Voice Wangaratta Chronical, and Seymour Telegraph, in the week following release. By the close of tenders at 4.00pm on 15 December 2021, four (4) tender submissions had been received.

All tender submissions were assessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and five of the tender submissions were deemed conforming.

9.3.1 Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement (cont.)

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
E.B Mawson & Sons Pty Ltd
Euroa Quarries
Seven Creeks Excavations Pty Ltd
Violet Town Quarries Pty Ltd

A complete Schedule of Rates containing pricing for all required gravel products and a distance-based delivery charge (price per tonne per kilometer) was requested from the tenderers. All tenderers supplied schedule/list of rates and their delivery fees in their submissions.

Following the process set out specifically for Panel of Suppliers Arrangements in the Strathbogie Shire Procurement Policy (adopted by Council in December 2021), pricing evaluation weighting of 50% will be applied at the second stage of evaluation. The second stage occurs after Contract Award. Once the Panel of Supplier Arrangement Contracts have been executed, Council Officers will request the Contractors provide a submission quote for individual works (using their Schedule of Rates provided or lower). Pricing evaluation will form a major component (50%) of the evaluation prior to awarding individual Works Orders under the Contract.

This process provides for controls around the requirement of obtaining Value for Money for works awarded, ensuring that quotes provided are specifically targeted to the Project Works required, whilst also improving tender processing and evaluation efficiencies.

Panel Assessment Process

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders.

The Tender Evaluation Panel members were made up of the following Strathbogie Shire Council staff members:

1. Manager Operations
2. Works Officer (acting)
3. Team Leader Administration, Operations
4. Procurement & Tender Officer, Finance (moderating).

The Panel assessed each of the submissions in line with the selection criteria and best value for money principals, undertaking a two-stage evaluation process. The following tables apply to the Panel of Suppliers Agreement component.

9.3.1 Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement (cont.)

The primary evaluation has the tender submissions evaluated against the following criteria and corresponding weightings, in order to recommend suitable suppliers to be awarded a Contract:

Table 2: Stage 1 Evaluation Criteria (to assess suitable suppliers)

Criteria	Weighting (%)
Business Management Requirements	25%
Capacity to Deliver	25%
Capability, Experience, Personal CVs, Methodology, TMPs	25%
Local Content	25%
Total	100%

The second stage of evaluation uses the weightings listed below, including a weighting of 50% on pricing. Council Officer/s assess overall best value for money prior to awarding works under this contract.

Table 3: Stage 2 Evaluation Criteria

Criteria applied after Contracts awarded, prior to awarding works	Weighting (%)
Price	50%
Capacity to Deliver	20%
Capability, Experience, Personal CVs, Methodology, TMPs	20%
Local Content	10%
Total	100%

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria.

The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Wednesday 9 March 2021 the Panel members and the Moderator met for the tender moderation meeting.

At the completion of the moderation meetings, it was determined that all four (4) tenders were compliant and met the minimum requirements. Due to the complexity of services and associated pricing, all those are recommended to be awarded this Panel of Suppliers contract.

9.3.1 Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement (cont.)

Panel Assessment Summary

Recommended tenderers submitted quality tenders and all tenderers have demonstrated they can provide the specified services under the Supply of Gravel Products - Panel of Suppliers Contract.

Council Officers evaluate pricing, methodology and local content prior to awarding works under this contract as per Council's Procurement Policy.

ISSUES, OPTIONS AND DISCUSSION

This contract renews the previous Contracts for Supply of Gravel Products Panel of Suppliers Contracts.

Three (3) of the four (4) Tenderers are businesses located with Strathbogie Shire, and one business located in Pyramid Hill, Victoria. Purchasing Gravel through these local businesses will have a significant positive economic impact to our community.

Tenderers were requested to provide complete and submit a set Schedule of Rates containing all required Gravel products and pricing for delivery per kilometer.

This Contract ensures Council complies with the Local Government Act 2020 and the current Councils Procurement Policy for Panel of Supplier Agreements.

It also sets process supports in place so that Officers procure with overall Best Value for gravel products.

COMMUNITY ENGAGEMENT

The recommendation does not require community engagement with broader community.

LEGAL CONSIDERATIONS

This tender complies with the Local Government Act 2020 and the Strathbogie Shire Councils Procurement Policy in relation to Best Value and Panel of Supplier Arrangements.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured. It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules.
- will be conducted in an open and transparent forum with information available via Council reports.

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

9.3.1 Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The works outlined as part of this Panel are part of Councils current operational budgets for each relevant department.

SUSTAINABILITY CONSIDERATIONS

The recommendation has no significant negative sustainability implications for Council or the broader community.

Economic

This contract facilitates maintenance of our critical road network which is used by a range of businesses in generating economic activity, with the agricultural sector a major contributor to the Shire's economy.

Social

A well maintained road network facilitates safe travel for residents and opportunities for social interaction

Environmental

Three of the four tenders are local, and delivery of the products will minimize travel distances and produce a smaller environmental footprint than using businesses outside of the municipality. Well maintained roads can reduce issues such as runoff.

INNOVATION AND CONTINUOUS IMPROVMENT

Staff will continue to review the best material for the various jobs it undertakes to ensure the most effective use of the ratepayers' dollar

CONCLUSION

Following an open public tender process for Panel of Suppliers – Gravel Products, this report seeks Council's endorsement to constitute this Panel of Suppliers and authorise the Chief Executive Officer to execute the agreements accordingly.

APPENDICES

Appendix 1: Tender for Contract No. CN 21/22-1: Supply of Gravel Products – Panel of Suppliers Agreement - CONFIDENTIAL

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum

Author: Environment & Waste Coordinator, Procurement and Tender Officer, Emergency Management Officer

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council officers have undertaken a competitive tender process for the Provision of Weed and Pest Management Services for a period of 3 years.

The open public tender process for this Panel of Suppliers has been undertaken to meet Council's compliance requirements under Council's Procurement Policy. The Panel of Suppliers will provide Council a panel of pre-approved preferred suppliers that meet the required skillset, demonstrated experience and quality management systems, along with valuing local content.

Officers will be required to seek quotes from Panel of Supplier members through a further competitive process as projects arise. This process will be in accordance with the purchasing provision in Council's Procurement Policy. Experience demonstrates that this further competitive process often leads to a reduction in cost from the maximum rates schedule provided when the Panel of Suppliers Arrangement was created.

Where the Panel of Suppliers do not meet the required specified skillset for a particular project, Council is still able to seek quotations from alternative suppliers to undertake the desired works.

At the closure of the advertising process, six (6) submissions to be considered for inclusion on the Panel were received. These have now been independently assessed and evaluated by a panel of Council Officers, with the results summarised in the tables within this report. It is recommended that a Panel of Suppliers Arrangement be issued to five (5) suppliers.

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

RECOMMENDATION

- 1. Awards Panel of Supplier Arrangement for Provision of Weeds and Pest Management Services, Contract No. 21/22-27 for a schedule or rates-based contract for the contract term of three (3) years to:**
 - **G&T Weed Management (Wangaratta)**
 - **Tingay's Landcare Services Pty Ltd (Avenel)**
 - **SMH Weed Control Services (Benalla)**
 - **G&K Weed and Vermin Control Pty Ltd (Whorouly)**
 - **TREC Land Services (Wallan)**
- 2. Authorises the Chief Executive Officer to execute the Panel of Supplier Arrangements by signing and affixing with the Common Seal of Strathbogie Shire Council; and**

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum (cont.)

RECOMMENDATION (cont.)

- 3. Notes that the Contracts will commence on 30 April 2022 and conclude on 30 April 2025.**

PURPOSE AND BACKGROUND

To ensure the procurement and delivery process is efficient for small to medium size contracts, Council is seeking to establish a Panel of Suppliers for the delivery of Weed and Pest Management services. The contract specifies the required services for specific weeds and pest management services such as weed spraying, cut and paste of stumps, GIS mapping of treated weeds and pests, fire prevention spraying of roadsides, drain spraying and pest animal management.

A Panel of Suppliers Arrangement creates a more efficient yet competitive process when goods or services under the value of \$150,000 (i.e. at a time or for a specific location) need to be procured. Efficiencies are gained when Council has already analysed the company's expertise, their occupational health and safety/risk management systems and has locked in a (maximum) schedule of rates for goods and services.

As the need for goods and services for civil works valued at under \$150,000 arises, this type of arrangement will allow officers to issue a brief for what goods/services are being sought and seek quotes from approved Panel of Supplier members through a further competitive process.

It is important to note that there is no guarantee of a minimum spend value to any company during the life of this Panel of Suppliers Arrangement.

TENDER PROCESS

Tenders were invited by advertising on "Tendersearch" via the Council website on the 29 October 2021. Council also advertised in Saturday's The Age newspaper (providing state-wide reach), Shepparton News, and Seymour Telegraph, in the week following release. By the close of tenders at 4.00pm on 24 November 2021, six (6) tender submissions had been received.

All tender submissions were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and five (5) of the tender submissions were deemed conforming.

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum (cont.)

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
G&K Weed and Vermin Control Pty Ltd
G&T Weed Management
Proagco Pty Ltd
SMH Weed Control Services
Tingays's Landcare Services Pty Ltd
TREC Land Services

A complete Schedule of Rates containing pricing for the Provision of Weed and Pest Animal Management services was requested from the tenderers. All tenderers supplied schedule/list of rates in their submissions. One tenderer did not submit any rates for the required services and presented an alternative similar service which was determined by the Evaluation Panel to not be fit for purpose which resulted in a non-complying submission as per the tender terms.

To increase speed and efficiencies within our procurement processes, Tenderers were also invited to provide a lump sum price for supply of the annual Fire Prevention portion, for the 2022/2023 season. Lump sum pricing will be sought for this annual service from all awarded Panel of Suppliers for this service by April 2023 and April 2024.

Following the process set out specifically for Panel of Suppliers Arrangements in the Strathbogrie Shire Procurement Policy (adopted by Council in December 2021), pricing evaluation weighting of 50% will be applied at the second stage of evaluation. The second stage occurs after Contract Award. Once the Panel of Supplier Arrangement Contracts have been executed, Council Officers will request the Contractors provide a submission quote for individual works (using their Schedule of Rates provided or lower). Pricing evaluation will form a major component (50%) of the evaluation prior to awarding individual Works Orders under the Contract.

This process provides for controls around the requirement of obtaining Value for Money for works awarded, ensuring that quotes provided are specifically targeted to the Project Works required, whilst also improving tender processing and evaluation efficiencies.

Panel Assessment Process

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders.

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum (cont.)

The Tender Evaluation Panel members were made up of the following Strathbogrie Shire Council staff members:

1. Environment and Waste Coordinator
2. Manager Operations
3. Emergency Management Officer
4. Procurement & Tender Officer, Finance (moderator).

The Panel assessed each of the submissions in line with the selection criteria and best value for money principals. The following tables apply to the Panel of Suppliers Agreement component.

The tender process complies with Councils Procurement Policy relating to Panel of Supplier Agreements and undertakes a two-stage evaluation process.

The primary evaluation has the tender submissions evaluated against the following criteria and corresponding weightings, in order to recommend suitable suppliers to be awarded a Contract:

Table 2: Evaluation Criteria – stage 1 (to assess suitable suppliers)

Criteria	Weighting (%)
Business Management Requirements	25%
Capacity to Deliver	25%
Capability, Experience, Personal CVs, Methodology, TMPs	25%
Local Content	25%
Total	100%

The second stage of evaluation uses the weightings listed below, including a weighting of 50% on pricing. Council Officer/s assess overall best value for money prior to awarding works under this contract.

Table 3: Evaluation Criteria – stage 2 (after Contract award, to assess Best Overall Value prior to awarding WORKS)

Criteria applied after Contracts awarded, prior to awarding works	Weighting (%)
Price	50%
Capacity to Deliver	20%
Capability, Experience, Personal CVs, Methodology, TMPs	20%
Local Content	10%
Total	100%

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum (cont.)

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three (3) points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria.

The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Tuesday 7 December 2021 the Panel members and the Moderator met for the tender moderation meeting.

At the completion of the moderation meetings, it was determined that five (5) tenders were compliant and met the minimum requirements. Due to the complexity of services and associated pricing, all five are recommended to be awarded this Panel of Suppliers Contract, ensuring that Council can meet its obligation for Pest and Weed Control and Fire Prevention, and also comply with our Procurement Policy and the Local Government Act 2020.

One tenderer does not offer the Fire Prevention service and will not be invited to provide quotations for this service over the term of the Contract.

Panel Assessment Summary

Recommended tenderers submitted quality tenders and all tenderers have demonstrated they can provide the specified services under the Weed and Pest Management Panel of Suppliers Contract.

Council Officers will continue to evaluate pricing, methodology and local content prior to awarding works under this contract as per Council's Procurement Policy.

ISSUES, OPTIONS AND DISCUSSION

This contract consolidates the works undertaken previously by three (3) different areas of Council (environment, operations and emergency management) into one contract arrangement.

The roadside spraying component under emergency management seeks to reduce fuel loads and therefore radiant heat along approximately 900km of identified Council maintained roads within the Strathbogie Shire. Depending on the season additional spraying is required and in 2021/2022 an additional \$6,600 incl GST was spent on this work.

Council also receives funding for the control of weeds and pest animals within Council's roadsides to treat priority weeds.

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum (cont.)

Operations has a requirement for spraying in township drains, road furniture spraying and weed spraying at Council facilities. Similar skill sets are required for all types of weed spraying.

The panel arrangement will streamline the procurement process for the annual delivery of these services and potentially provide more competitive quotations due to the larger scope of works within the contract.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

No community consultation has been specifically undertaken on these activities although the works are consistent with the strategic focus area 5 Strong, Healthy and Safe community within the recently adopted Council Plan 2021 – 2025.

LEGAL CONSIDERATIONS

The current Municipal Emergency Management Plan (MEMP) was prepared in accordance with the *Emergency Management Act 1986* requirements and was adopted in November 2020.

The current Municipal Fire Management Plan, a sub-plan of the MEMP, was adopted by the Municipal Emergency Management Planning Committee in July 2020 and identifies approx. 900km of Priority Access Roads which required fuel reduction (via spraying, mowing or slashing etc).

The works identified in the contract are in accordance with the adopted Municipal Fire Management Plan.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured. It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules.
- will be conducted in an open and transparent forum with information available via Council reports.

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

Copies of the MEMP and the Municipal Fire Management Plan (MFMP) are available to the public via the Council's webpage.

9.3.2 Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured. The works outlined as part of this Panel are part of Council's current operational budgets for each relevant department.

By combining three previously singular tenders and contracts, Council officers have made substantive cost savings and efficiencies.

SUSTAINABILITY CONSIDERATIONS

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

Environmental

The recommendation has no significant negative environmental or amenity implications for Council or the broader community, although a review of Council's roadside management practices may result in modifications to the current roadside spraying program over the next 12 months.

Any changes to the roadside spraying program can be managed through the panel of contractors' arrangement recommended in this report.

INNOVATION AND CONTINUOUS IMPROVMENT

The review of Council's roadside management practices may lead to improved outcomes for the programs under this contract.

By three combining previously singular service model contracts into a similar skillset, across Council Panel of Supplier Contract, significant Procurement efficiencies and savings have been made.

CONCLUSION

The author of this report has concluded that the proposed contract arrangement offers the best value to Council for the delivery of the identified environmental and emergency management preparedness programs.

APPENDICES

Appendix 2: Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum - CONFIDENTIAL

9.3.3 Contract Variation - Contract No. 20/21-62: Euroa/Strathbogie Road and Creek Junction Road Intersection Re-alignment

Author: Manager Projects Delivery, Senior Project Officer

Responsible Director: Director Community & Planning

EXECUTIVE SUMMARY

Euroa/Strathbogie Road and Creek Junction Road Intersection project forms part of Council's 2021/22 Capital Works Program. The project primarily is required to improve road safety at the intersection. The program was initially scheduled in the 2020/21 capital works program, however due to the need to obtain planning approval to remove the required vegetation to facilitate the works, this project incurred time delays.

At the April 2021 Council Meeting, Council approved to award Contract No 20/21-62 for Euroa Strathbogie Road and Creek Junction Road Intersection Realignment to Wrights Earthmoving Pty Ltd, after emerging as the preferred tenderer following a competitive tender process. The lumpsum contract was awarded for a total sum of \$203,147.49 excluding GST.

Due to delays arising from obtaining approval to remove fourteen (14) trees to undertake the works, the execution of the Contract was placed on hold until such time as the removal permit was acquired. The Contract Agreement was fully executed on 17 January 2022.

Wrights Earthmoving have commenced works, completing over 60% of the project by 30 March 2022. However, the abovementioned delay between tendering and construction, coupled with latent conditions at the site and omission of fill materials for batter protection in the tender specifications has resulted in a significant cost increase. Should this variation be approved, the total project cost would be \$294,088.24 excluding GST, an increase of \$90,940.75. The new contract value would still be within the \$450,000.00 budget allocated for this project. A variation of \$19,669.87 has already been approved under delegation (within 10% of the awarded contract price) due to delays in signing the contract. A further variation of \$71,270.88 is required to complete the program, taking the total variations on the contract to \$90,940.75.

RECOMMENDATION

That Council authorise the variation to Contract No 20/21-62 Euroa-Strathbogie Road and Creek Junction Road Intersection Realignment, from the original amount of \$203,147.49 excluding GST to \$294,088.24 excluding GST to complete the required works.

PURPOSE AND BACKGROUND

This report seeks Council approval for a variation to Contract No 20/21-62 – Euroa Strathbogie Road and Creek Junction Road Intersection Realignment by an amount of \$90,940.75 GST (44.77%) to cover the additional works required to complete the project.

9.3.3 Contract Variation - Contract No. 20/21-62: Euroa/Strathbogrie Road and Creek Junction Road Intersection Re-alignment (cont.)

An upgrade of Euroa/Strathbogrie Road and Creek Junction Road intersection was considered necessary to improve safety of road users at the intersection and forms part of Council's 2021/22 Capital Works Program.

The factors enumerated below have led to cost variation in the contract;

- A more than six-month gap between the tender close date and execution of Contract Agreement. Contract Agreement signing was put on hold until the approval of a Planning Permit to remove fourteen (14) trees impacted by the construction. Before agreeing to sign the contract, the Contractor initially requested a 42% upward review of the contract owing the time lapse and the general rise in the cost of construction materials experienced by COVID-19 restrictions in Australia. Council officers negotiated the proposal with the contractor, with both parties agreeing to an increase by \$19,669.87 (9.68% of original contract value) on 16 November 2021. The variation was approved under delegation.
- The quantity of fill required to develop the batters is 1,086m³ and this was an omission in the final design. The consultant was subsequently notified of the omission, and they have updated the schedule accordingly. The contractor has provided cost advice for the batter materials as detailed in Table 1 of the section below.
- Other variations are for latent ground condition requiring replacement of soft subgrade materials and the use of Variable Message Signs (VMS) as an additional safety measure at the initial stage of the construction work.

VARIATION DETAILS

Details of variation to construction contract are as summarised below:

Table 1: Breakdown of Variation Cost

SN	Description	Value (Excl GST)
	<i>Variation Approved Under Delegation</i>	
1	Variation Due To Delay In signing Contract Agreement (As negotiated and approved under delegation)	\$ 19,669.87
	<i>Variation Awaiting Approval</i>	
2	Variation Due to Fill Materials For Batter (1086m ³ @ \$61.5/m ³)	\$ 66,789.00
3	Replacement of soft subgrade materials at chainage 120m (44m ³ @ \$30.27 contract rate)	\$ 1,331.88
4	Variation for the use of 3 No VMS Boards (for 13 days @ \$150 per day + \$1200 delivery charge)	\$ 3,150.00
	<i>Variation Awaiting Approval (Excl GST)</i>	\$ 71,270.88
	<i>Total Variation (excl GST)</i>	\$90,940.75

9.3.3 Contract Variation - Contract No. 20/21-62: Euroa/Strathbogie Road and Creek Junction Road Intersection Re-alignment (cont.)

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The alternative option to variation cost would be to complete the work excluding the batter works, while Council accepts the minor cost for work delay, latent condition and the use of VMS board for safety. Providing the required batter protection at a later date would result in further increased costs and failure to provide the batter work at this stage may undermine the pavement in near future, resulting in expensive repair. Accepting the variation is therefore in the best interest of Council as it represents the best value outcome.

In addition, the overall project cost inclusive of additional works stays within Council approved budget of \$450,000.00, therefore this proposal would not impact negatively on Council budget.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

No community consultation has been undertaken, as this report relates to contractual matters between the appointed contractor and Council.

POLICY CONSIDERATIONS

Council Plans and Policies

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

This report is consistent with the Strathbogie Shire Council Procurement Policy.

The *Council Plan 2015-25* is relevant with the following strategic focus area 2: Live. Access. Connect.

Our community's goals

- We all have access to important services

Our Strategies to achieve these goals

- We have strategies and long-term capital budgets in place to ensure we work towards all our facilities and buildings being accessible by people of all abilities.

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

9.3.3 Contract Variation - Contract No. 20/21-62: Euroa/Strathbogie Road and Creek Junction Road Intersection Re-alignment (cont.)

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law

Under Council's Procurement Policy, this variation request requires the consideration and any subsequent approval via a Council resolution.

Conflicts of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports.

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The budget allocated to Euroa Strathbogie Road and Creek Junction Road Intersection Realignment in the current Financial Year is \$450,000.00. With the proposed variation of \$90,940.75 to contract, the new contract sum of \$294,088.24 plus GST is within budget.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted

Economic

The recommendation has no significant negative economic implications for Council or the broader community.

9.3.3 Contract Variation - Contract No. 20/21-62: Euroa/Strathbogie Road and Creek Junction Road Intersection Re-alignment (cont.)

Social

The recommendation has no significant negative social implications for Council or the broader community.

Environmental

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

Climate Change

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The works being undertaken at the Euroa Strathbogie Road and Creek Junction Road Intersection will ensure safety and promote social interaction across communities within the shire, this would in turn enhance innovation within our shire.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Following the tender evaluation process, Council awarded tender CN20/21-62 construction of Euroa Strathbogie Road and Creek Junction Road Intersection Realignment to Wrights Earthmoving Pty Ltd. The contract was executed in accordance with Council's Contract Management Guidelines and Procurement Policy.

Additional costs emanating from conditions discussed in this report are considered necessary to ensure the success of the project. It is recommended that Council endorses the variation request to accommodate the necessary works to complete the project.

9.3.4 Contract Variation - Contract No. 21/22-17: Roads Rehabilitation Program 2021-22

Author: Manager Projects Delivery

Responsible Director: Director Community & Planning

EXECUTIVE SUMMARY

The Roads Rehabilitation Program forms part of Council's 2021/22 Capital Works Program. The project is required to maintain council road assets to ensure a safe and high-quality local road network.

At the 16 November 2021 Council Meeting, Council awarded Contract No 21/22-17 for Roads Rehabilitation Program to Bitu-mill (Civil) Pty Ltd, following a competitive procurement process. The lumpsum contract was awarded for a total sum of \$591,000.00 excluding GST.

Contract No 21/22-17 was fully executed on 7 March 2022 and Bitu-mill have already commenced work, having completed over 75% of the project as of 30 March 2022. However, unforeseen latent conditions at the roadwork locations have necessitated additional works which are considered essential to successfully complete the program. These include adjustments that have been discovered throughout the program to ensure a more thorough road rehabilitation program. A variation cost of \$95,808.25 is required taking the total lump sum of the overall contract to \$686,808.25 excluding GST if approved. The new contract value would still be within the \$1,109,159.00 budget allocated for Rehabilitation Program for the 2021/22 financial year. The total allocated budget figure is a sum of:

- Rehabilitation Program (\$615,000),
- Shoulders Pavement Program (\$400,000); and
- Tabilk - Monea Rd Upgrade to seal 190m (\$ 94,159), which all form part of Contract 21/22-17.

RECOMMENDATION

That Council approve the variation of \$95,808.25 to Contract No 21/22-17 Roads Rehabilitation Program 2021-22, from the original amount of \$591,000.00 excluding GST to \$686,808.25 excluding GST to cover additional works required to complete works.

PURPOSE AND BACKGROUND

This report seeks Council approval to vary the value of Contract No 21/22-17 – Roads Rehabilitation Program 2021-22 by \$95,808.25 excluding GST (16.21%) to cover additional works required to complete the program.

The 2021-22 Roads Rehabilitation Program comprises seven segments on seven different Council roads with locations prioritised based on the outcome of the latest road conditions assessment. The scope of work includes segments on (1) High Street Service Road Violet Town, (2) Nagambie Locksley Road (3) Alexanderson's Road Locksley, (4) Creek Drive Euroa, (5) Tabilk-Monea Road, (6) Gillespie, Cuthbert, and Morgan Street at Tabilk and (7) Ewings Road Avenel.

9.3.4 Contract Variation - Contract No. 21/22-17: Roads Rehabilitation Program 2021-22 (cont.)

The program will help to improve safety, keep recurrent cost down for the selected roads, extend the lifespan of the pavements and minimise expensive road reconstruction if left to disintegrate. Maintenance is required to ensure the community has access to safe, efficient and high-quality roads and to ensure long term value of our assets.

VARIATION DETAILS

Additional works discovered during construction are summarised as below.

Table 1: Summary of Additional Works

S/N	Description	Amount
1.0	Site #2: Nagambie-Locksley Road	
1.1	Extension of Culvert on Scully Lane	2,758.46
2.0	Site #3: Alexanderson's Road Locksley	
2.1	Additional 665m road extension towards the junction at Burnt Creek Lane	70,439.90
3.0	Site #6: Gillespie Cuthbert & Morgan Street	
3.1	Quantity Adjustment	65,599.29
4.0	Site #1: High Street Violet Town	
4.1	<u>Omit</u> the works at this road section as GV water is planning to lay pipe mains through their next year budget which will damage the road throughout.	(-36,241.50)
5.0	Site #7: Ewings Road - Avenel	
5.1	<u>Omit</u> the application of Crack Sealant	(-6,747.90)
	TOTAL	95,808.25

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The alternative option to accepting the additional work would be to continue the work as tendered and defer the additional works for a later stage. However, this option would incur higher costs, result in longer social and environmental disturbances and ultimately impact on the value of the road pavement at Alexanderson's Road and Gillespie Cuthbert & Morgan Street loop. In addition, if the original scope of these two locations were performed without considering the additional works as mentioned above, it would result in additional costs in future years rehabilitation programs considering Contractor remobilisations and unprecedented material price hikes due to prior COVID-19 restrictions. Accepting to include the additional works is therefore in the best interest of Council as it represents the best value outcome. In addition, the overall project cost inclusive of additional works stays with Council approved budget of \$1,109,159.00, therefore this proposal would not impact negatively on the approved budget.

9.3.4 Contract Variation - Contract No. 21/22-17: Roads Rehabilitation Program 2021-22 (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

No community consultation has been undertaken, as this report relates to contractual matters between the appointed contractor and Council.

POLICY CONSIDERATIONS

Council Plans and Policies

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

This report is consistent with the Strathbogie Shire Council Procurement Policy.

The *Council Plan 2015-25* is relevant with the following strategic focus area 2: Live. Access. Connect.

Our community's goals

- We all have access to important services

Our Strategies to achieve these goals

- We have strategies and long-term capital budgets in place to ensure we work towards all our facilities and buildings being accessible by people of all abilities.

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Under Council's Procurement Policy, this variation request requires the consideration and any subsequent approval via a Council resolution.

Conflicts of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

9.3.4 Contract Variation - Contract No. 21/22-17: Roads Rehabilitation Program 2021-22 (cont.)

All steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be:

- undertaken in accordance with the Act and the Governance Rules.
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The budget allocated to Roads Rehabilitation Program in the current Financial Year is \$1,109,159.00. With the proposed variation of \$95,808.25 to the contract, the new contract sum of \$686,808.25 + GST still falls within the approved budget.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted

Economic

The recommendation has no significant negative economic implications for Council or the broader community.

Social

The recommendation has no significant negative social implications for Council or the broader community.

Environmental

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

Climate Change

The recommendation has no significant negative environmental or amenity implications for Council or the broader community.

HUMAN RIGHTS CONSIDERATIONS

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

9.3.4 Contract Variation - Contract No. 21/22-17: Roads Rehabilitation Program 2021-22 (cont.)

CONCLUSION

Council awarded tender contract number 21/22-17, 2021-22 Roads Rehabilitation Program to Bitu-mill (Civil) Pty Ltd. The contract is being executed in accordance with the Council's Contract Management Guidelines and Procurement Policy.

Additional works emerging from latent conditions during construction are considered necessary to ensure the success of the Rehabilitation Program.

9.3.5 Contracts Awarded Under Delegation

Author: Manager Projects

Responsible Directors: Director Community & Planning / Director Corporate Operations

EXECUTIVE SUMMARY

The purpose of this report is to inform Council and the community of the status of request for tenders that have been awarded under delegation and those that have been publicly advertised but are yet to be awarded as of 1 April 2022. This report specifically relates to works that form part of Council's 2021/22 budget.

RECOMMENDATION

That Council note the:

- 1. Contracts awarded under delegated authority by the Chief Executive Officer;***
- 2. Contracts awarded under delegated authority by Director; and***
- 3. Contracts awarded under delegated authority by Manager.***

PURPOSE AND BACKGROUND

In line with Council's approach to transparency and good governance, the Contracts Awarded Under Delegation report will be tabled for information purposes at each Council Meeting. The report details any contracts that have been awarded under delegated authority by the Chief Executive Officer, a Director, or a Manager within their approved financial threshold. This report specifically relates to works that form part of Council's approved 2021/22 budget.

The report also details an update on the commencement time of projects that have previously been awarded by Council.

ISSUES, OPTIONS AND DISCUSSION

Any contract awarded under delegation is undertaken in line with Council's Procurement Policy. Through the *Instrument of Delegation to the Chief Executive Officer* the Council has delegated authority to the following:

- Chief Executive Officer – award a contract up to the value of \$150,000 for Goods and Services and \$200,000 for Works
- A Director – award a contract up to the value of \$50,000 for Goods and Services and \$50,00 for Works
- A Manager – award a contract up to the value of \$15,000 for Goods and Services and \$15,000 for Works.

9.3.5 Contracts Awarded Under Delegation (cont.)

Tendered Contracts Awarded Under Delegated Authority by CEO

Contract No.	RFQ
Contract Name	<i>Electrical Test and Tag – 1 year</i>
Contract Details	Schedule of Rates
Value Including GST	Schedule of Rates
Awarded to	Watters Electrical Pty Ltd
Scheduled Commencement	April 2022
Scheduled Completion Date	March 2023

Contract No.	RFQ
Contract Name	<i>Provision of Point of Sales System for Resource Recovery Centres (3 + 2)</i>
Contract Details	Lump Sum Contract – Initial 3 year contract
Value Including GST	\$73,821 (24,607 p/a)
Awarded to	Ask Waste Management
Scheduled Commencement	1 May 2022
Scheduled Completion Date	30 April 2025

Contracts awarded under delegated authority by A Director

Contract No.	RFQ
Contract Name	<i>Pipe Lake Nagambie</i>
Contract Details	Lump sum contract for design & documentation
Value Excluding GST	\$34,340
Awarded to	GMR Engineering Services
Scheduled Commencement	March
Scheduled Completion Date	May

9.3.5 Contracts Awarded Under Delegation (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

Consultation

Where required, external stakeholders have been engaged providing input on relevant projects.

Community Implications

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

Conflict of Interest Declaration

All offices, and/or contracts involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report demonstrates that Council is being transparent by providing information to the community regarding the awarding of any capital works contract.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured. The contracts awarded under delegation are projects that have formed part of Council's adopted 2020/21 budget.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social, and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Works awarded under delegation provide an opportunity to generate great economic benefit using local contractors and the purchasing of materials and supplies. In addition, the enhancement of infrastructure continues to make our municipality a place of destination, one where people choose to live, work and play.

Social

Each project includes several social benefits to our community. Some of these benefits include enabling improve traffic flow, infrastructure that encourages health and wellbeing activities and amenity improvements.

9.3.5 Contracts Awarded Under Delegation (cont.)

Environmental

The works will be undertaken in line with an approved scope of works and ensure that the site is made good upon completion of the works.

Climate Change

The author of this report considers that the recommendation has no significant implications on Climate Change and on the general environment.

HUMAN RIGHTS CONSIDERATIONS

This report considers that the recommendations do not limit any Human Rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

It is important that decisions and actions taken under delegation be properly documented and transparent in nature. The report details the publicly advertised contracts awarded by the Chief Executive Officer, Directors and Managers under delegated authority of the Council during the period 1 December 2021 to 1 April 2022.

9.3.6 Strathbogie Shire Council Asset Plan – 2022-2032

Author: Manager Asset Planning

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Strathbogie Shire Council (Council) is responsible for managing more than \$283 million worth of assets for our community. This Asset Plan has been prepared to meet the requirements of section 92 of the Local Government Act 2020 with the requirement to be in place by 30 June 2022. The Asset Plan forms part of Councils integrated strategic planning and reporting framework. It links holistically to the Community Vision, Council Plan 2021 - 2025 and Long-Term Financial Management Plan. This approach ensures a holistic approach to planning, monitoring and performance reporting.

Providing effective and efficient management of assets is a key obligation of Council. As custodian of community assets, Council has the responsibility for managing these assets in the most cost-effective manner. This is achieved through managing our assets through their lifecycle from creation and acquisition to maintenance and operation, through to rehabilitation and disposal. These actions are undertaken with the goal of providing efficient, safe, and reliable services for current and future generations.

Council assets are predominantly used to provide services and amenity to our community. The standard to which they are maintained and the extent to which they are grown and improved are a key consideration in setting and delivering on our Community Vision and Council Plan. Without these assets we could not provide our diverse range of services to the quality that our community expects

This report proposes that Council endorse a Draft Asset Plan for public feedback in line with the requirement to prepare an Asset Plan in accordance with the Local Government Act 2020. The plan is required to outline a considered and sustainable approach to the management of Councils assets including sustainable renewal.

This report proposes that Council endorse the Draft Asset Plan for public exhibition and feedback. The final Asset Plan will be presented to Council for consideration in the June 2022 Council meeting cycle.

RECOMMENDATION

That Council endorse the Draft Asset Plan for public comment until 31 May 2022 with Council to consider feedback to allow for adoption of the Plan at the Council meeting of 21 June 2022.

PURPOSE AND BACKGROUND

In accordance with the Local Government Act 2020, Council has developed a draft 10-year draft Asset Plan. The Asset Plan sets the framework for how Council manages its Infrastructure and Building assets, through their asset lifecycle. It documents Council's strategies in managing these assets, as well as future challenges and opportunities facing Council.

9.3.6 Strathbogie Shire Council Asset Plan – 2022-2032 (cont.)

The Asset Plan also documents Council's commitment to investing in assets to meet the service delivery needs of our community and addresses the aspirations of the community vision, priorities of the Council Plan and alignment with the Financial Plan.

This report proposes that Council endorse the draft Asset Plan for public exhibition and feedback until 31 May 2022 to allow for adoption of the Plan at the 21 June 2022 Council meeting

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Strathbogie Shire Council (Council) is responsible for managing more than \$283 million worth of assets for our community. This Asset Plan has been prepared to meet the requirements of section 92 of the Local Government Act 2020 with the requirement to be in place by 30 June 2022. The Asset Plan forms part of Councils integrated strategic planning and reporting framework. It links holistically to the Community Vision, Council Plan 2021 - 2025 and Long-Term Financial Management Plan. This approach ensures a holistic approach to planning, monitoring and performance reporting.

Providing effective and efficient management of assets is a key obligation of Council. As custodian of community assets, Council has the responsibility for managing these assets in the most cost-effective manner. This is achieved through managing our assets through their lifecycle from creation and acquisition to maintenance and operation, through to rehabilitation and disposal. These actions are undertaken with the goal of providing efficient, safe, and reliable services for current and future generations.

Council assets are predominantly used to provide services and amenity to our community. The standard to which they are maintained and the extent to which they are grown and improved are a key consideration in setting and delivering on our Community Vision and Council Plan. Without these assets we could not provide our diverse range of services to the quality that our community expects.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The Asset Plan must first be "in accordance with Council's community engagement policy by 30 June 2022" (6).

Our communications and engagement approach outlines a significant communications campaign to ensure the community is aware the Draft Asset Plan is out for community consultation and how to provide their feedback.

The plan focusses on the use of communications tools to inform the community and uses a traditional consultation approach to ensure providing feedback is easy.

9.3.6 Strathbogie Shire Council Asset Plan – 2022-2032 (cont.)

The Draft Asset Plan has been developed using feedback provided by participants in previous engagement activities – including deliberative processes used to develop our Council Plan – to ensure community input into its development.

Stage	Goal	Tools and methods
1	<ul style="list-style-type: none"> Facilitate genuine stakeholder and community engagement to seek input to the draft plan. Provide clear communications to the community to ensure providing feedback is easy Provide timely information to the community and key stakeholders about the plan. 	Communication tools <ul style="list-style-type: none"> Media release Social media eNews story Advertising Website content Engagement methods <ul style="list-style-type: none"> Share Strathbogie submission tool Letters seeking feedback
2	<ul style="list-style-type: none"> Inform the community and stakeholders how their feedback informed the final Asset Plan Inform the community the Asset Plan is complete 	<ul style="list-style-type: none"> Media release Social media eNews story Advertising Letters to submitters

Depth of engagement

Depth: Consult

Public participation goal: To obtain public feedback on analysis, alternatives and/or decisions

Promise to the public: We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

Community engagement is proposed to be achieved by advertising for submissions on the Asset Plan . Further consultation will occur as part of Service Planning processes

POLICY CONSIDERATIONS

Council Plans and Policies

The Asset Plan aligns with strategic focus area 4 of the Council Plan (Inclusive. Productive. Balanced. It is particularly relevant to the community’s goal “In the future we... are planning to protect the special place we call home.” As the Council Plan states this means “We are managing growth carefully to protect the environment and meet our social infrastructure needs.”

The Council Plan contains an Action “Implement the Asset Plan to guide future investment in buildings, plant and infrastructure through the 10 year capital budget.”

9.3.6 Strathbogie Shire Council Asset Plan – 2022-2032 (cont.)

The Asset Plan also relates directly to the performance indicator stated in the Council Plan “Asset renewal and asset upgrade as a percentage of depreciation”.

The Asset Plan will sit alongside the Community Vision and the Financial Plan as 10+ year documents.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

The National Asset Management Framework (NAMAF) is a methodology for assessing the maturity of Council’s Asset Management practices and will guide further development of Council’s Asset Management processes

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

In response to the Local Government Act 2020 Council is required to develop an Asset Plan to demonstrate its approach to the stewardship of its assets. The plan must be completed and meet the requirements of the Local Government Act 2020 Section 92.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The proposed draft Asset Plan is being presented for Councillor determination at an open Council meeting with the view to inviting members of our community to have their say during a submission process.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The Asset Plan sets the framework for how Council manages Infrastructure and Building assets, under its control, through their asset lifecycle. The Asset Plan also documents Council’s commitment to investing in assets to meet the service delivery needs of our community and addresses the aspirations of the community vision, priorities of the Council Plan and alignment with the Financial Plan.

9.3.6 Strathbogie Shire Council Asset Plan – 2022-2032 (cont.)

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

As previously stated the Asset Plan provides a clear comparison between Council's renewal demand (using condition and age based modelling) against the 10 year financial plan. Assets in a "fit for purpose" state assist in facilitating economic development.

Social

The acceptance of the plan in line with the Local Government Act will lead to greater transparency for the community and therefore improved trust in Councils decision making.

Future deliberative engagement using the plan in line with the above mentioned act will encourage participation from the community. This will include a program of service planning , with assets a crucial playing a crucial part in service delivery .This will create shared goals and a cooperative and collaborative approach.

Once again , assets in a "fit for purpose" State can improve social outcomes for the community – ease of access , community facility provision

Environmental

Sustainable asset renewal is what this plan implies as well as the recognition of the responsibilities of local government. In time, environmental benefits will be a by-product as assets are strategically and sustainably managed whilst the community are engaged and educated in responsible decision making with respect to asset management.

Climate change

Responsible asset management will aim to improve Councils resilience in relation climate change, examine its effects and to integrate asset management with climate change response considerations.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The plan is proposed to be reviewed in an iterative sense following a general election as per the provision of the Local Government Act 2020.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

9.3.6 Strathbogie Shire Council Asset Plan – 2022-2032 (cont.)

Strathbogie Shire Council collaborated with the North East Asset Management Group (NEAMG), Local Government Finance Professionals (FINPRO) and the Institute of Professional Engineers Australia (IPWEA). As a result information was shared regarding template structure for the Asset Plan and subsequently developed into the Strathbogie Shire Council Asset Plan by Council staff.

HUMAN RIGHTS CONSIDERATIONS

Responsible asset management will ensure that our community has access to the services that they need and support and enable participation in community life.

CONCLUSION

This report recommends the endorsement of the Strathbogie Shire Council Asset Plan for further community engagement. Adoption of an Asset Plan will enable Council to comply with the requirements of the Local Government Act 2020, particularly Section 92 by 30 June 2022.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Asset Plan 2022 – 2032

9.4 CORPORATE

9.4.1 Strathbogie Shire Council Audit and Risk Committee - Appointment of Chair

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

The Chair of Council's Audit and Risk Committee, Mark Freudenstein, recently advised of his intention to step down as Chair of the Committee and to continue as a Committee member.

At the Audit and Risk Committee meeting held on Friday 25 March 2022, independent representative, Paul Ayton, was nominated to undertake the role of Chair for the remainder of the term of the appointment, which will be July 2022 in line with the current annual election of the Chair of the Committee.

This report recommends endorsement of the election of Paul Ayton as Chair of Council's Audit and Risk Committee until July 2022.

RECOMMENDATION

That Council endorse the election of Paul Ayton as Chair of Council's Audit and Risk Committee for the period until July 2022.

PURPOSE AND BACKGROUND

Following the stepping down of Mark Freudenstein as Chair of the Audit and Risk Committee, the Committee was required to elect an independent representative to fill the role for the period up until July 2022.

At the Committee's meeting of 25 March 2022, Paul Ayton was elected as Chair for this period. Under the terms of the Committee's Charter, election of the Chair needs to be endorsed by Council.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The Audit and Risk Committee performs a valuable role in monitoring Council performance particularly in the light of increased requirements arising from implementation of the Local Government Act 2020. On that Committee, the role of the Chairperson is crucial.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

9.4.1 Strathbogie Shire Council Audit and Risk Committee
- Appointment of Chair (cont.)

POLICY CONSIDERATIONS

Council Plan 2021-2025

Strategic Focus Area 6: Accountable. Transparent. Responsible

As a Council we will:

- Achieve the highest level of good governance across the organization and as an elected Council
- Be accountable for the decisions we make and the quality of services we deliver
- Maximize public transparency and accountability around our performance and decision making processes
- Be financially responsible achieving the greatest possible community benefit from the programs, initiatives and services we fund.

The Audit and Risk Committee plays a key role in monitoring implementation of these strategies.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Establishment of an Audit and Risk Committee is a requirement of that Act.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

Minutes of the Committee are noted in an open Council meeting,

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

9.4.1 Strathbogie Shire Council Audit and Risk Committee
- Appointment of Chair (cont.)

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

A focus of the Committee is the internal audit program which reviews Council processes and makes suggestions for improvement, the implementation of which is then monitored.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

The work of the Committee involves collaboration with Council, internal and external auditors and other agencies.

CONCLUSION

Under the Audit and Risk Committee Charter, Council is required to approve the election of the Chair.

9.4.2 Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

In accordance with the requirements of section 94 of the *Local Government Act 2020* (the 2020 Act), Council has prepared a budget for the financial year ending 30 June 2023.

The draft budget has been developed in accordance with the 2020 Act's financial management principles in accordance with section 96(1)(a). A Revenue and Rating Plan has been prepared under new requirements introduced by section 93 of the 2020 Act.

There are income and expense line items within the draft Budget that relate to Caravan Parks in accordance with the terms and conditions outlined in existing lease agreements.

A lease for the Euroa Caravan Park was transferred to the current lessee, Lilly Ann Pty Ltd by way of Council resolution on 21 February 2017. Councillor Hourigan is a Director of this company, as declared in her biannual personal interest declaration dated 28 March 2022.

As Councillor Hourigan has a material interest in these budget line items, it has been necessary to separate out this line item in the draft budget so that Cr Hourigan can participate in the broader draft budget consideration without breaching the conflict of interest provisions of the *Local Government Act 2020*.

Given that the terms of the lease contain terms and conditions that have been previously considered by Council in a confidential item, details as to how income is to be calculated is outlined in a confidential attachment.

This report seeks approval for the inclusion of the related line items in the draft Budget, which total \$90,000 in income, \$30,000 in operating expense and \$60,000 on capital works (projects to be confirmed), which will then be placed on public exhibition for a period of 28 days.

RECOMMENDATION

That Council endorse the line items relating to income of \$90,000, \$30,000 in operating expense and \$60,000 on capital works (projects to be confirmed) to the Caravan Parks in accordance with the terms and conditions of the existing leases for these properties and include these line items in the draft 2022-23 Budget documents for the community engagement process.

9.4.2 Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget (cont.)

In accordance with the requirements of section 94 of the Local Government Act 2020, Council has prepared a budget for the financial year ending 30 June 2022.

In preparing the 2022/23 draft Budget, the Council has considered many factors in an effort to continue to balance community expectations and benefits with financial responsibilities.

The financial principles set out under section 101 of the 2020 Act have also been considered when preparing the suite of budget documents.

This report seeks to avoid the creation of a material conflict of interest for Councillor Hourigan as a director of the company leasing the Euroa Caravan Park under section 128 of the Local Government Act 2020.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Without separation of the line items relating to the Caravan Parks from the remainder of the draft Budget, Councillor Hourigan would not be able to participate in the broader budget discussion and decisions on other items not related to the caravan park. This is not considered to be the best outcome for the community Councillor Hourigan represents.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The community engagement undertaken to inform the preparation of the draft budget and the pending engagement process are outlined in the main Council report considering the Draft Budget, Draft Financial Plan and Draft Fees and Charges.

POLICY CONSIDERATIONS

Council Plans and Policies

The budget document provides financial resources to achieve the Council Plan objectives, deliver services to the community and provide a capital works program for the benefit of the community.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

9.4.2 Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget (cont.)

Councillor Hourigan's current personal interest return, submitted under section 133 of the Act, identifies that she is a director of Lilly Ann Pty Ltd, the lessee of the Euroa Caravan Park.

Section 128 of the Act relates to material conflict of interest, which is defined as:

A relevant person (ie Councillor Hourigan in this instance) has a material conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

The benefit may arise or the loss incurred—

- (a) directly or indirectly; or*
- (b) in a pecuniary or non-pecuniary form.*

Any of the following is an affected person—

- (a) the relevant person.*

Councillor Hourigan has sought advice as to how to avoid breaching the Act but being able to participate in the broader budget development and decision making. This report is in response to Councillor Hourigan raising the conflict of interest.

The inclusion of the income and expenses related to the caravan parks ensure that Council meets its obligations under the leases for the two respective caravan parks.

The intricacies of how the income and expenditure is calculated for caravan parks in accordance with existing leases is classified as confidential information under section 3, Definitions, of the Act, which relates to:

- 3 (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and
- 3 (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

The terms and conditions of the Euroa Caravan Park lease transferred to Lilly Ann Pty Ltd on 21 February 2017 and was considered in a confidential item during a closed portion of a Council meeting. Given this information has already been classified as confidential under the former Local Government Act 1989, this information must be dealt with in a similar way. Accordingly, there is a confidential attachment outlining lease terms and conditions in the Confidential section of this Agenda.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

9.4.2 Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget (cont.)

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The summary of all Councillors' personal interest returns is required to be published on Council's website under section 133 and 135 of the Act and regulations 8 and 10 of the Local Government (Governance and Integrity) Regulations 2020.

The separation of the line items that initiate a material conflict of interest for a Councillor so that they can participate in the broader decision making process for the remainder of the budget is the most transparent and accountable approach to dealing with this conflict.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The line items for expenditure and capital works funded by the rental received for the caravan parks leased by Council are in accordance with the terms and conditions of existing leases.

HUMAN RIGHTS CONSIDERATIONS

There are no impacts on the *Charter of Human Rights and Responsibilities Act 2006* arising out of this report.

CONCLUSION

Line items in relation to income and capital expenditure for Caravan Parks are required to be included in the draft 2022-23 Budget as a means of ensuring Council upholds the terms and conditions of the lease agreements currently in place.

The separation of these line items allows Councillor Hourigan, who has declared a material conflict of interest as the lessee of the Euroa Caravan Park, to participate in the broader budget discussion and decision-making process without breaching the Local Government Act 2020.

APPENDICES

Appendix 3: Rental payments and capital works expenditure for the Euroa Caravan Park as per the terms of the lease transferred to Lilly Ann Pty Ltd on 21 February 2017 - CONFIDENTIAL

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment

Author: Director Corporate Operations

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

In accordance with the requirements of section 94 of the *Local Government Act 2020* (the 2020 Act), Council has prepared a budget for the financial year ending 30 June 2023.

The draft budget has been developed in accordance with the 2020 Act's financial management principles in accordance with section 96(1)(a). A Revenue and Rating Plan was prepared in 2021 under new requirements introduced by section 93 of the 2020 Act.

It should be noted that currently general rates, municipal charges service rates/charges and special charges/rates are to be declared under Part 8 of the *Local Government Act 1989* as these provisions have not been included in the 2020 Act.

Community engagement already been undertaken to inform the preparation of the draft budget during the development of the Council Plan and Pick My project submissions.

It is proposed that further consultation is undertaken through a 28-day consultation period in accordance with the Communications and Engagement Plan whereby written submissions will be received and submitters provided with an opportunity to make a verbal submission to Council at a dedicated meeting to hear and consider budget submissions.

Council will also use its online engagement hub to seek Budget feedback. It is proposed that written submissions will need to be received by 5.00 pm on Monday 23 May 2022 and be considered by Council at an extraordinary Council Meeting to be held on Tuesday 7 June 2022.

RECOMMENDATION

That:

- 1. The draft Budget, Financial Plan and draft Fees and Charges presented with this report be initialled by the Mayor (for identification) and be presented as the budget prepared by Council for the purposes of sections 94 and 96 of the Local Government Act 2020.***
- 2. The Chief Executive Officer be authorised to give public notice of the preparation of such budget for a period of 28 days in accordance with Council's Community Engagement Policy and section 96(1)(a) of the Local Government act 2020 through notices in locally circulating newspapers and newsletters, on Council's social media pages and on Council's website.***

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment (cont.)

RECOMMENDATION (cont.)

3. ***The closing time for the receipt of written submissions will be 5.00 p.m. on Monday 23 May 2022.***
4. ***Council consider written and verbal submissions on any proposal (or proposals) contained in such budget at an extra ordinary Council meeting to be held on Tuesday 7 June 2022, commencing at 4.00 p.m. at the Euroa Community Conference Centre.***
5. ***Council authorise the Chief Executive Officer to undertake minor editorial changes to the draft Budget, Financial Plan and Fees and Charges, if required; and***
6. ***The 2022/23 Strathbogie Shire Council Budget be adopted at the Ordinary Meeting of Council to be held on Tuesday 21 June 2022, commencing at 6.00 p.m. at the Euroa Community Conference Centre.***

PURPOSE AND BACKGROUND

In accordance with the requirements of section 94 of the Local Government Act 2020, Council has prepared a budget for the financial year ending 30 June 2023.

In preparing the 2022/23 Draft Budget, the Council has considered many factors in an effort to continue to balance community expectations and benefits with financial responsibilities.

The financial principles set out under section 101 of the 2020 Act have also been considered when preparing the suite of budget documents.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

In preparing the 2022-2023 Budget, Council has considered many factors to try and balance community expectations and benefits with financial responsibilities.

Council has attempted to minimise rate increases and have prepared the Budget based on a 1.75 per cent increase in the average rate per property. This is in line with the increase allowed for under the State Government's 'Fair Go Rates' legislation.

The Valuer General has issued advice to the effect that the 2022 general valuation has a relevant date of 1 January 2022 and is based on market conditions at, and immediately before that date. Any market changes occurring now or in the future will be applicable to future valuation cycles.

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment (cont.)

Rate outcomes for individual properties will vary, depending on how that property's valuation has changed when compared to the average increase.

The rate increase allows for maintenance of existing service levels, funding of a number of significant new initiatives the allocation of sufficient funds for the continuing strategic renewal of Council's infrastructure.

Waste collection and disposal charges will rise by 3 per cent. Costs have been impacted by increases in both the State Government landfill levy of 19% and increases in fuel prices which are a major input into our waste collection contracts.

Council has also funded a number of projects under its Pitch My Project program.

The budget details the resources required over the next year to fund the large range of services that Council provides to the community and proposes maintenance of existing service levels and increased resourcing in Climate Change, Procurement, Statutory Planning, Community Development and Communications.

This Budget provides a significant amount for renewal of existing assets as well as the creation of new assets.

Included in the Capital programs are:

- Completion of the Nagambie Foreshore Walk
- Rehabilitation of the Violet Town Landfill
- Sealing of Habel Road Nagambie
- Upgrade to aquatic facilities
- Improvements in Information technology to improve service to the community
- Development of options for Kirwans Bridge
- Streetscape improvements
- Upgrade to Strathbogie Recreation Reserve pavilion

Council will continue to provide significant funding for renewal works on our ageing and outdated infrastructure, based on the requirements of the Road Management Plan and taking into account financial constraints.

The 2022-2023 Budget provides for a \$15.059 million capital works program, together with \$9.8 million carried forward from 201/22

In addition to the four-year period covered by this Budget, Council's Long Term Financial Plan has been extended to cover a 10-year period which allows for significant expenditure on Capital Works over that period.

Council has received excellent community input into this Budget, and we acknowledge all who community members who gave their time to participate and contribute to the 2022/23 Budget process.

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment (cont.)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Community engagement around budget priorities has already begun through our *Share Strathbogie* sessions and has helped inform the draft Budget. Further community consultation and feedback proposed through a 28-day consultation period, are ranked on the International Association Public Participation (IAP2) Spectrum as *Involve*.

This means the goal is to:

Work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered. (pg 3)

Under Council's Community Engagement Policy, the promise to the public for this level of engagement is:

We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. (pg 3)

It is proposed that the community will be informed of their ability to review the draft budget and make written submissions through

- place public notices in local newspapers advising that documents are now available for inspection and that written submissions can be provided.
- Council will provide details of the draft Budget and how to make a written submission via social media and its website.

Council will also use its online engagement hub to seek feedback on the draft budget.

Submissions will close at 5.00 p.m. on Monday 23 May 2022. All submitters will be sent a letter asking them to confirm whether or not they wish to make a verbal presentation to the extra ordinary Council meeting to consider submissions, to be held on 7 June 2022.

POLICY CONSIDERATIONS

Council Plans and Policies

The budget document provides financial resources to achieve the Council Plan objectives, deliver services to the community and provide a capital works program for the benefit of the community.

As outlined previously, the proposed community engagement process is in accordance with Council's Community Engagement Policy.

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment (cont.)

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Preparation of the Budget satisfies the requirements of the Local Government Acts of 1989 and 2020, including consideration of the Financial Management Principles and Council's Community Engagement Policy.

Conflict of Interest Declaration

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

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

Consultation with the community around budget priorities has already begun through our *Share Strathbogie* sessions and has helped inform the draft Budget.

Further community consultation and feedback is proposed during the 28-day exhibition period.

The draft Budget, Financial Plan and draft Fees and Charges will be considered by Council at a series of meetings open to the public and streamed online via Council's website.

Council's Audit and Risk Committee were presented with the range of draft budget documents on 7 April 2022, acting in its capacity as an independent means of review, accountability and transparency.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Section 101(1) of the 2020 Act outlines the financial management principles that Council must apply and abide by:

- (a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans;
- (b) financial risks must be monitored and managed prudently having regard to economic circumstances;
- (c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability Authorised by the Chief Parliamentary Counsel Part 4—Planning and financial management Local Government Act 2020 No. 9 of 2020 104 and predictability in the financial impact on the municipal community; and

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment (cont.)

- (d) accounts and records that explain the financial operations and financial position of the Council must be kept.

Furthermore, section 101(2) states that financial risk means:

- (a) the financial viability of the Council;
- (b) the management of current and future liabilities of the Council;
- (c) the beneficial enterprises of the Council.

The Budget is Council's key financial document and provides funding to achieve Council's objectives whilst maintaining a sound financial position. The suite of draft budget documents have all been prepared with these principles in mind.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Within the Budget are a number of provisions which allocate funding to environment and sustainability programs.

Social

The Budget provides funding for a range of programs which are designed to improve:

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

Climate change

Council is mindful of the requirement under section 9(2)(c) of the 2020 Act relating to overarching governance principles to mitigate and plan for climate change risks.

The Budget identifies increased resourcing to pursue actions in Council's soon to be completed Climate Change Action Plan.

CONCLUSION

This Report allows for the Budget to be placed on public exhibition to seek final community feedback in accordance with the Consultation and Engagement Plan.

9.4.3 Draft 2022/23 Strathbogie Shire Council Budget - Preparation of Budget, Financial Plan and Fees and Charges for Exhibition and Comment (cont.)

ATTACHMENTS

Attachment 1: 2022/23 Budget Document

Attachment 2: 2022/23 Financial Plan

Attachment 3: 2022/23 Fees and Charges

9.5 GOVERNANCE AND CUSTOMER SERVICE

9.5.1 Reappointment of Municipal Monitor

Author: Director People & Governance

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Minister for Local Government, the Hon Shaun Leane, has informed Mayor Binks on 16 March 2022 that the Municipal Monitor has been reappointed for a further six (6) months to continue work with Council and the Executive Leadership Team.

The Minister has provided for two days' support per month, a significant reduction from the initial term of the Monitor, which was 1 - 2 days per week.

The focus of the work to be undertaken in this further term will be around effective use of informal Council briefing sessions and individual support for Councillors around good governance and leadership development.

The Department of Jobs, Precincts and Regions has also informed the Mayor that the remuneration for municipal monitors has been increased by 1.5%, to be backdated to 1 July 2021.

This report recommends that Council note these two decisions by the Minister.

RECOMMENDATION

That Council notes:

- 1. The extension of term for the Municipal Monitor by the Minister for Local Government for a further six months, two days a month.***
- 2. The increase in remuneration for the Municipal Monitor as per the direction from the Department of Jobs, Precincts and Regions in line with the recent decision of the Minister for Local Government to increase remuneration for municipal monitors by 1.5 percent, to be paid in a lump sum and backdated to 1 July 2021.***
- 3. That the total cost of the Municipal Monitor for the previous six months, including the backpay of 1.5% to 1 July 2021 was \$25,061.***

PURPOSE AND BACKGROUND

The Acting Minister for Local Government, the Hon Mary-Anne Thomas, appointed Janet Dore as Municipal Monitor on 14 September 2021 for a period of six months, working 1 – 2 days per week.

9.5.1 Reappointment of Municipal Monitor (cont.)

The focus of the appointment was to:

- Monitor governance processes and practices around decision making, Council briefings and Council meetings
- Councillors' understanding of their statutory roles and responsibilities
- Internal policies and practices around Councillor interaction with the administration
- Council policies in relation to occupational health and safety of Councillors and officers.

The Monitor was required to submit a report to the Minister towards the end of the initial six (6) month term, which has been considered by the Minister in the reappointment decision.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The Monitor has worked intensively with Council, individual Councillors and the Executive Leadership Team throughout the past six months.

Over that time, improved governance practices and role clarity have been successfully implemented.

The focus for the next six (6) months, albeit at a significantly reduced allocation of time, is to assist Councillors with further personal development around their statutory roles and refining the Council meeting and informal briefing processes.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The Minister for Local Government is not required to undertake consultation with either Council or the community in relation to the reappointment of a Municipal Monitor.

POLICY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

The reappointment of the Municipal Monitor is consistent with State policies and legislation around occupational health and safety and good governance practices across the State and Local government sectors.

The appointment of a Monitor also ties in with the recent Local Government Culture Project Discussion Paper released by the Minister for Local Government and in response to which Council made a written submission promoting the use of municipal monitors to support good governance practices across councils in Victoria, endorsed by Council at the March 2022 Council meeting.

9.5.1 Reappointment of Municipal Monitor (cont.)

Council Plans and Policies

The reappointment of the Municipal Monitor is consistent with Strategic Focus Area 6 of the 2021-25 Council Plan – Accountable. Transparent. Responsible in that it assists Council to achieve the highest level of good governance across the organisation and elected Council.

Action 6.4 also relates to the provision of an ongoing good governance program for Councillors, of which the Monitor's discussion and advice forms part.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The Municipal Monitor is appointed by the Minister under section 179 of the Local Government Act 2020 and the terms of reference for the Monitor must be set out under 180 and 181 of the Act. Under section 179(3), the Monitor must be remunerated by Council as set out by the terms and conditions of employment specified by the Minister.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The purpose of this report is to inform our community that the Municipal Monitor has been reappointed to assist Council and the administration with ensuring good governance and decision making is embedded at Strathbogie Shire Council.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The remuneration costs for the Municipal Monitor is being met from within existing budget allocations for the 2021-22 financial year and the draft budget for the 2022-23 financial year.

It is noted that the total remuneration and allowances paid to the Municipal Monitor as of the time of writing this report totalled \$24,721.

With the adjustment required by the Minister's direction of a 1.5% increase, backdated to the start of the Monitor's term (totalling \$340), the total remuneration and allowances will be \$25,061.

9.5.1 Reappointment of Municipal Monitor (cont.)

The increase in remuneration ordered by the Minister means that the cost of the Monitor for the next six months will be a maximum of \$14,000, depending on whether or not the full two days per month is required.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

The appointment of the Municipal Monitor for a further six (6) months will assist the elected Council in embedding sustainability principles in their decision making.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

The benefits and experiences of having a Municipal Monitor has been shared with Local Government Victoria and the local government sector in general. Such feedback to the State government was also shared through our written response to the Local Government Culture Discussion Paper, released by the State government in December 2021 around the issues and challenges around the operation of elected councils since the introduction of the new Local Government Act in 2020.

HUMAN RIGHTS CONSIDERATIONS

The matters discussed in this report do not adversely impact on the *Charter of Human Rights and Responsibilities Act 2006* but it must be noted that the support and advice from the Municipal Monitor over the past six months has had a positive impact on:

- privacy and reputation;
- freedom of thought, conscience, religion and belief;
- freedom of expression;
- taking part in public life;
- cultural rights;
- fair hearing.

CONCLUSION

The reappointment of the Municipal Monitor for a further six months is considered to be beneficial for the elected Council, the Shire administration and the community given the positive contribution already made by the Monitor to good governance and Council performing its role on behalf of the community under the *Local Government Act 2020*.

9.5.2 Determination of Councillor Allowances

Author: Director People & Governance

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Victorian Independent Remuneration Tribunal has released its review of the allowances payable to mayors, deputy mayors and councillors.

The Tribunal has, for the first time under the new Local Government Act 2020, reviewed the allowances payable to all councils across Victoria, which have not been reviewed or indexed since December 2019.

The Minister for Local Government requested the Tribunal to review allowances in December 2021 and since then, the Tribunal has been reviewing a number of factors including comparisons of allowances to other local government sectors across Australia, public boards and the Victorian Public Service. The Tribunal also took into consideration economic and financial sustainability factors for the local government sector.

Their recommendations were to retain the current three-tiered system of allowances, of which Strathbogie Shire Council remains in Category 1.

The Tribunal have also directed that the current separate payment of the equivalent to superannuation contribution be absorbed into the main allowance rather than paying two allowances.

The range of allowances for each category of councils has also been removed, to be replaced by a single 'base' allowance, which will be indexed by the Tribunal in December each year.

The ability for councillors in rural areas to claim remote travel allowance of up to \$5,500 per annum is highlighted, although it is noted that the majority of eligible councillors across the State do not currently claim this allowance.

Another key new direction to arise out of the Tribunal's determination is the payment of an allowance to incumbent of the office of deputy mayor, which has not been identified as receiving a different allowance rate to that of other councillors in Victoria.

Council must award councillors the allowance set by the Tribunal under the Local Government Act 2020. It is also noted that the indexed allowances must be applied retrospectively from 18 December 2021. The quantum of backdated payments is around \$7,700.

Allowance has been made within the draft 2022/23 budget to reflect the new allowances and the increase/back payment of allowances can be covered from within existing budget allowances in the 2021/22 budget.

The purpose of this report is to note the findings of the Tribunal and to align the allowances set by the Tribunal to those paid to our Mayor, Deputy Mayor and Councillors for the period between 18 December 2021 and 17 December 2022.

9.5.2 Determination of Councillor Allowances (cont.)

RECOMMENDATION

That Council:

1. ***Note the findings of the report by the Victorian Independent Remuneration Tribunal in relation to allowance payable to Mayors, Deputy Mayors and Councillors (Victoria) Determination No 01/2022.***
2. ***Set the base allowances for the period between 18 December 2021 and 17 December 2022 as follows:***
 - (a) ***Mayor - \$74,706***
 - (b) ***Deputy Mayor - \$37,353***
 - (c) ***Councillors - \$24,080***
3. ***Request the Chief Executive Officer to award the Mayor, Deputy Mayor and Councillors backpay at the higher allowance rates from 18 December 2021 as soon as practicable.***
4. ***Note that the base allowances will be indexed annually by the Victorian Independent Remuneration Tribunal.***
5. ***Note that a Council member that normally resides more than 50 kilometres from the location of Council meetings and other meetings they are required to attend by Council resolution is entitled to be paid a Remote Area Travel Allowance of \$44 for each day on which such meetings are held, up to a maximum allowance of \$5,500 per annum.***
6. ***Note that councillors can elect to receive:***
 - (a) ***all of the allowance to which they are entitled***
 - (b) ***a nominated portion of the allowance***
 - (c) ***receive no allowance.***

PURPOSE AND BACKGROUND

The Local Government Act 2020 requires the Minister for Local Government to request the Victorian Independent Remuneration Tribunal to review and determine councillor allowances.

This request was made in December 2021 and following benchmarking and consultation, the Tribunal released its findings in late March 2022.

9.5.2 Determination of Councillor Allowances (cont.)

The report is a lengthy one, probably due to the fact this is the first time the Tribunal has been asked under the new Act to review and set councillor allowances. The Tribunal's report outlines the factors it took into account in making its determination, which include but are not limited to:

- Roles and responsibilities of the mayor, deputy mayor and councillors
- Current allowance framework
- Economic factors
- Benchmarking with allowances for elected members in other Australian jurisdictions and board members of public entities
- Economic factors affecting the State
- Written and oral submissions.

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

In its deliberations, the Remuneration Tribunal reviewed the criteria for categorising councils across the State to determine allowances. Upon this review, Strathbogie Shire Council remains in Category 1 – Small Regional Councils, with 21 other shires.

The Tribunal has decided to streamline the allowances by incorporating the existing superannuation equivalent payment into the 'base' allowance. Furthermore, the current system whereby each of the three categories of councils has a range of allowances within which individual councils could set its allowance rate through a resolution. This range has now been replaced by a single 'base' allowance.

The determination identifies the 'base' allowance for a mayor, deputy mayor and councillor. This is the first time that a different allowance has been set for a deputy mayor – currently this position is paid the same rate as a councillor.

The rationale behind this is to reflect the fact that the 2020 Act clearly defines the role of a deputy mayor. It is considered that an additional allowance is warranted for this position given the additional duties a deputy mayor should be undertaking when compared to other councillors (excluding the mayor).

In the same way, the relatively significant increase in mayoral allowance is designed to reflect the broader roles prescribed for the mayor by the 2020 Act. This has led to a significant increase in the workload for mayors across the State.

The Tribunal also highlighted the ability for councillors in rural areas to claim the Remote Area Allowance. It is fair to say that only a small proportion of rural councillors seek to be paid this allowance and it has been rarely requested by councillors of Strathbogie Shire. Instead, the practice has been to record and claim mileage under the Council Expenses Policy.

Having said that, Councillors living more than 50 kilometres away from the location of a council meeting or other event where attendance has been requested by way of a council resolution (eg the appointment of a Councillor to an external committee as Council's representative), are legally able to seek payment of this allowance.

9.5.2 Determination of Councillor Allowances (cont.)

It is noted that the Tribunal have increased the payment of this allowance to \$44 for each day of travel up to an annual maximum of \$5,500 in remote area travel allowance.

The full report from the Tribunal can be accessed through the following link: [Determination of allowances for Mayors, Deputy Mayors and Councillors | Victorian Government \(www.vic.gov.au\)](https://www.vic.gov.au/determination-of-allowances-for-mayors-deputy-mayors-and-councillors)

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

Council has not undertaken any engagement process in relation to this matter given under the Act the Tribunal is responsible for setting allowances.

The Tribunal did seek input from the local government sector, peak bodies representing the sector and members of the public. A detailed questionnaire about current allowance payments and practices was circulated to all councillors across Victoria, with 258 responses being received. Several organisations and groups made verbal submissions to the Tribunal and forty eight written submissions were received during the consultation process.

POLICY CONSIDERATIONS

Council Plans and Policies

Being transparent around the setting of Councillor allowances is consistent with the goals under Strategic Focus Area 6: Accountable. Transparent. Responsible. One of the strategies outlined under this focus area is to achieve the highest level of good governance across the organisation and elected council.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

The setting of allowances in accordance with the Tribunal's findings is consistent with State legislation and policy.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Division 6 of the 2020 Act sets out Entitlements. Section 39 relates to allowances for mayors, deputy mayors and councillors. This section clearly sets out that only one allowance is to be paid – that is you cannot receive a mayoral allowance and a councillor allowance at the same time.

9.5.2 Determination of Councillor Allowances (cont.)

Section 39(4) also states that a council cannot resolve to pay allowances that exceed the amounts specified by the Tribunal's determination.

Section 39(5) states that a mayor, deputy mayor or councillor may choose to:

- Receive all of the allowance to which they are entitled
- Part of the allowance (the amount of allowance to be paid must be specified by the councillor)
- None of the allowance.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The purpose of this report is to inform the community about the findings of the Remuneration Tribunal and to ensure a council resolution is in place to note the allowances to be paid to the Mayor, Deputy Mayor and Councillors.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

There are financial implications of the Tribunal's findings for the current financial year given the changes made to the mayoral allowance, which is a relatively significant indexation, and the introduction of a new and higher allowance for the deputy mayor.

Table 1 below summarises the current allowances paid to the Mayor and Councillors at present compared to those to be made under the Tribunal's determination.

	Mayor	Deputy Mayor	Councillor
Current allowance	\$62,884	\$21,049	\$21,049
Current payment in lieu of superannuation	\$6,288	\$2,105	\$2,105
New base allowance 18 December 2021 – 17 December 2022	\$74,706	\$37,353	\$24,080
Difference between current and new allowance totals	\$5,534	\$14,199	\$926

9.5.2 Determination of Councillor Allowances (cont.)

It is also noted that allowances are to be back paid at the higher rate from 18 December 2021, which is four months' worth of higher allowances. The quantum of the total backpay is around \$7,770.

The increased allowance payments and back pay can be met from within existing budget allocations and provision has been made for the increased allowances in the draft 2022-23 budget, through to 2025 based on the base allowance figures released by the Tribunal.

No provision has been made for the payment of the Remote Area Travel Allowance, which may be up to \$5,500 per Councillor, totalling a possible \$38,500. Provision for this allowance will be made in future budgets. Any claims made for this allowance in the current financial year will have to be found from within existing budget allocations.

It is noted that the Tribunal identified base allowances for the next four years in their findings, however these have not been included in the report as the Tribunal has indicated that it will index these allowances each year. Given the quantum of indexation is unknown, reports will be submitted to Council for its consideration to set the allowances upon the receipt of the Tribunal's determination each year given the need for public transparency and accountability.

HUMAN RIGHTS CONSIDERATIONS

There are no implications arising from this matter in relation to the *Charter of Human Rights and Responsibilities Act 2006*.

CONCLUSION

The Tribunal's review has simplified payments to elected members of the Council. It also goes some way to recognising the significant time commitment required of a Mayor and the increased leadership responsibilities of the incumbent under the 2020 Act.

The relatively poor increase in Councillor allowances of 4% is disappointing, particularly given no indexation has been awarded for this allowance since 2019 and inflation has totalled 4.4% between 2019 – 2022 according to the Australian Bureau of Statistics consumer price index data (all groups).

9.5.3 2021-25 Council Plan Update

Author: Director People & Governance

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The 2021-25 Council Plan was adopted in October 2021. It is normal practice to review and update the Council Plan in parallel with the preparation of a new budget and revisions to the ten year Long Term Financial Plan.

Although Council is only a few months into the delivery of the Council Plan, a review of the plan has found that a number of actions have been completed and that others are best reworded to reflect the work already undertaken to implement the range of actions.

The review and update ensures that the resources required to implement the Community Vision and the six Strategic Focus Areas outlined in the plan are allocated through the annual budget process.

It is recommended that the draft updated 2021-25 Council Plan be released for community comment in parallel with the draft 2022-23 Budget, with the ability to make a written submission for a period of 28 days.

RECOMMENDATION

That Council:

- 1. Note the completion of a range of actions across the six Strategic Focus Areas of the 2021-22 Council Plan.***
- 2. Endorse the draft updated 2021-25 Council Plan for the purposes of seeking community input through written submissions, with the closure day for receipt of submissions being 5pm 23 May 2022.***
- 3. Hear any verbal submissions in relation to the 2021-25 Council Plan review at a Special Council meeting to be held from 4pm, 7 June 2022.***

PURPOSE AND BACKGROUND

The 2021-25 Council Plan was adopted in October 2021 following several months of deliberative community engagement.

It is considered prudent to align the time of review and update of the Council Plan with the budget cycle, as has been standard practice for many years, even though the new Local Government Act 2020 is silent on the Council Plan review process.

9.5.3 2021-25 Council Plan Update (cont.)

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The 2021-25 Council Plan is the key strategic document that governs the allocation of human and financial resources and outlines the actions and strategies to be employed by Council to achieve the Community Vision.

It is essential that the Council Plan be reviewed and updated on an annual basis to not only reflect the actions that have been completed, but to ensure that the Plan remains relevant and responds to any unforeseen issues or significant changes that impact our community.

Attachment 1 to this report identifies those Council Plan actions that have been completed, and therefore can be deleted, and those that require rewording to reflect the work that has been undertaken by the organisation to implement the Community Vision and 2021-22 actions.

Actions have also been moved from the broad 2021-25 timeframe to form part of the 2022-23 Action Plan in recognition of funding priorities and initiatives in the draft 2022-23 budget. There are also two new actions in Strategic Focus Area 6 Accountable. Transparent. Responsible. in relation to the completion of a staff satisfaction survey and implementation of the Gender Equity Action Plan which has just been approved by the Chief Executive Officer.

Over 15 actions have been reworded to reflect the work completed and to reflect that efforts will move to the next phase of the project or action.

Once the results of the 2022 Community Satisfaction Survey are received, which is usually towards the end of May, the performance indicators will be updated to reflect new targets to underpin our emphasis on continuous improvement in our performance.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

In developing its Council Plan, section 90 (3) of the Act requires a deliberative engagement process to be undertaken. This consisted of a range of 'town hall' style workshops, market stalls, online surveys and the creation of a Community Panel of around 35 people. The Community Panel developed the Community Vision and had significant input into the development of Council Plan actions and strategies.

Community feedback into the draft updated Council Plan is being sought through written submission in parallel with the draft 2022-23 Budget process. The same ability to make a verbal submission to the Special Council meeting on 7 June 2022 for budget submissions will be extended to those wishing to comment on the draft updated Council Plan.

9.5.3 2021-25 Council Plan Update (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

The purpose of this report is to ensure the Council Plan remains up to date and drives the allocation of Council resources to ensure the Council and Administration work towards achieving the 2040 Community Vision.

Regional, State and National Plans and Policies

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

Various actions and strategic priorities in the Council Plan are consistent with regional, Stat and National plans and policy directions.

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Section 90 of the Local Government Act 2020 requires Council to prepare and adopt a Council Plan of at least the next four financial years within 12 months of a general election.

The Council Plan must include:

- (a) the strategic direction of the Council
- (b) strategic objectives for achieving the strategic direction
- (c) strategies for achieving the objectives for a period of at least the next 4 financial years
- (d) strategic indicators for monitoring the achievement of the objectives
- (e) a description of the Council's initiatives and priorities for services, infrastructure and amenity
- (f) any other matters prescribed by the regulations.

The new Local Government Act 2020 is silent on the need for Council to review and update the plan, in contrast to its predecessor from 1989.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The review and updating of the Council Plan ensures that Council's strategic priorities and actions to be resourced in the following financial year are clearly identified and communicated to the municipal community.

9.5.3 2021-25 Council Plan Update (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

There are several economic actions and initiatives that form part of the Council plan to support the economic prosperity of the municipality, with a focus on supporting local businesses in recovering from the Covid 19 pandemic and lobbying other levels of government to provide the key infrastructure required to support our economy.

Social

Actions that create social benefit form the basis of the entire Council Plan, including a focus on public health and wellbeing initiatives. There are several actions around identifying and planning for future social infrastructure to support population growth and to respond to changes across our population.

Environmental and Climate change

Climate change related initiatives underpin the Council Plan, not only through an action to prepare and adopt a Climate Change Action Plan, but other initiatives around tree planting, community resilience, review of planning scheme controls and improved resource recovery and waste management.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The inclusion of updated performance indicator targets reflects Council's focus on continuous improvement in our services and facilities.

The fact that so many actions have been completed in a relatively short period of time is also testimony to the focus of the Administration on delivering the Council Plan.

HUMAN RIGHTS CONSIDERATIONS

There are no implications arising out of this report in relation to the *Charter of Human Rights and Responsibilities Act*.

CONCLUSION

Significant progress has been made in the delivery of the Year 1 Actions of the Council Plan. Over 15 actions have been completed within the past five months since the Plan was adopted by Council and the updated document reflects the fact that work has progressed on many more actions across the six Strategic Focus Areas.

9.5.3 2021-25 Council Plan Update (cont.)

An update of the Council Plan is vital in ensuring its ongoing relevance and responsiveness to the changing issues, challenges and opportunities our community faces.

ATTACHMENTS

Attachment 1: Draft updated 2021-25 Council Plan

9.5.4 Monthly Performance Report

The April 2022 Monthly Performance Report includes reports as follows:-

- Building Department – March 2022 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) – March 2022
- Customer Enquiry Analysis Report – Report for March 2022
- Waste Management Reporting ~ Year to Date – March 2022
- Actioning of Council Reports Resolutions – Council Meeting 15 March 2022
- Outstanding Actions of Council Resolutions to 31 March 2022
- Review of Council Policies and Adoption of new Policies – March/April 20212
- Records of Informal Council Briefings / Meetings – 1 to 31 March 2022

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

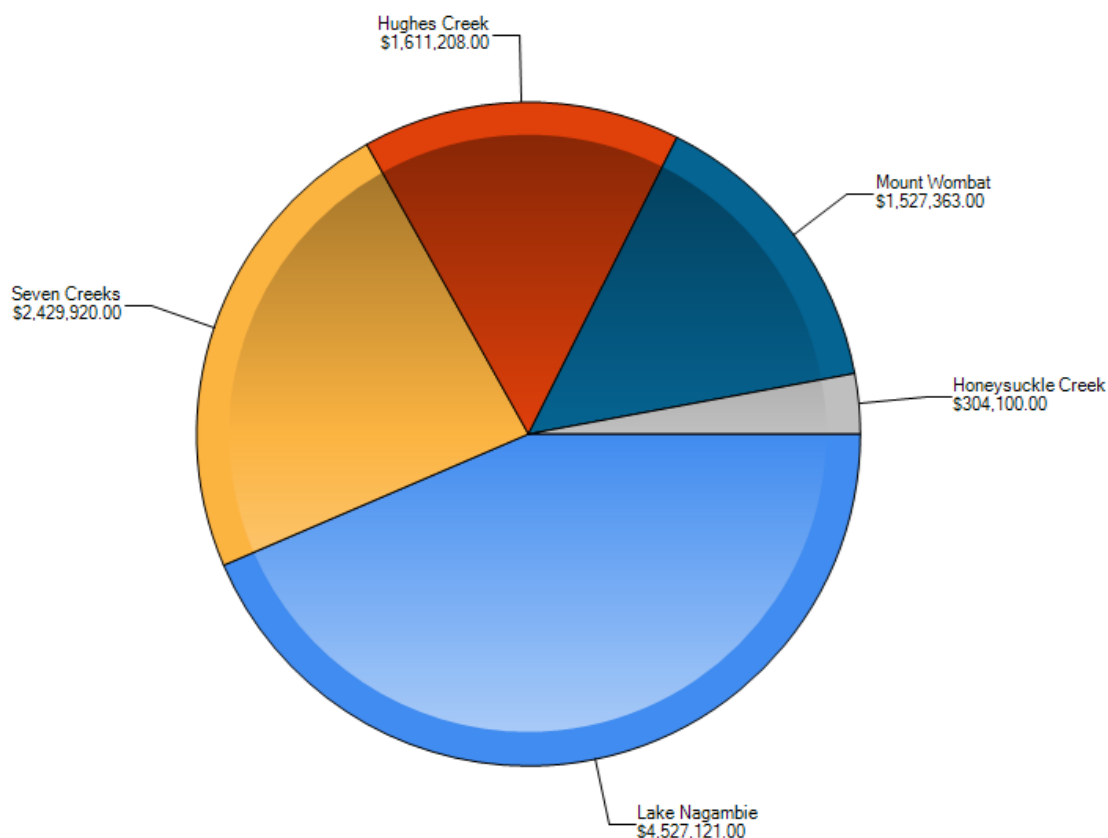
That the report be noted.

BUILDING ACTIVITY

MARCH 2022

A report on new building permits recorded in Council's building permit register in March 2022

Sum(Cost Of Works Number)	Number of Lodgements	Ward
\$304,100.00	4	Honeysuckle Creek
\$1,611,208.00	6	Hughes Creek
\$4,527,121.00	14	Lake Nagambie
\$1,527,363.00	9	Mount Wombat
\$2,429,920.00	13	Seven Creeks
\$10,399,712.00	46	



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
1195527494255	17/03/2022	Construction of	Shed	Violet Town	\$8,500.00
1835707185692	22/03/2022	Construction of	Dwelling & Shed	Tamleugh	\$275,000.00
2489209658373	28/03/2022	Construction of	Deck, Swimming Pool	Violet Town	\$5,600.00
3238793732112	23/03/2022	Demolition of	Dwelling & Outbuilding	Violet Town	\$15,000.00
					\$304,100.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
3098634241098	21/03/2022	Construction of	Shed	Longwood	\$100,000.00
6279995297858	17/03/2022	Construction of	Dwelling & Garage	Avenel	\$419,173.00
6830250840201	16/03/2022	Construction of	Dwelling & Garage	Avenel	\$526,180.00
7588838532406	4/04/2022	Construction of	Stables	Avenel	\$182,415.00
7868472614294	16/03/2022	Construction of	Dwelling & Garage	Avenel	\$371,440.00
8514911379125	23/03/2022	Construction of	Carport	Longwood	\$12,000.00
					\$1,611,208.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
1023270409588	7/03/2022	Construction of	Shed	Nagambie	\$48,018.00
1251777992306	7/03/2022	Demolition of	Dwelling	Nagambie	\$27,500.00
1924434324485	7/03/2022	Construction of	Dwelling & Garage	Nagambie	\$253,190.00
2522314697579	6/04/2022	Construction of	Splash Pad	Nagambie	\$849,410.00
4045610169230	17/03/2022	Construction of	Carport	Kirwans Bridge	\$13,750.00
4364242827044	2/03/2022	Completion of	Kennels	Tabilk	\$500.00
4459129487267	28/03/2022	Construction of	Dwelling & Garage	Kirwans Bridge	\$400,000.00
4515631899835	25/03/2022	Construction of	Dwelling & Garage	Nagambie	\$446,478.00
5319004950722	17/03/2022	Construction of	Shed	Kirwans Bridge	\$33,000.00
5810595848963	17/03/2022	Construction of	Dwelling & Garage	Nagambie	\$335,615.00
6887263560938	9/03/2022	Construction of	Shed	Nagambie	\$15,850.00
7145603463371	1/04/2022	Construction of	Shed	Nagambie	\$14,000.00
9305561968479	4/04/2022	Alterations & Additions to	Dwelling	Mitchellstown	\$2,045,538.00
9625606261631	16/03/2022	Construction of	Farm Shed	Bailieston	\$44,272.00
					\$4,527,121.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
3377896618322	11/03/2022	Construction of	Dwelling & Carport	Strathbogie	\$287,545.00
4563828983250	29/03/2022	Construction of	Shed	Kithbrook	\$97,407.00
5069272859682	1/04/2022	Re-erection of	Dwelling	Gooram	\$37,000.00
5452920025061	7/03/2022	Construction of	Dwelling	Strathbogie	\$452,980.00
6104723621260	9/03/2022	Construction of	Dwelling & Shed	Gooram	\$208,394.00
7292236747737	30/03/2022	Construction of	Dwelling & Garage	Strathbogie	\$259,137.00
7669463045187	11/03/2022	Re-erection of	Dwelling	Gooram	\$50,000.00
8204318612761	16/03/2022	Construction of	Shed	Euroa	\$50,000.00
8806377069866	7/03/2022	Construction of	Swimming Pool, Swimming Pool Barrier	Tarcombe	\$84,900.00
					\$1,527,363.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
1017485332501	1/04/2022	Restump of	Dwelling	Euroa	\$19,340.00
2703901067652	31/03/2022	Restump of	Dwelling	Euroa	\$11,960.00
3270985769719	27/01/2022	Construction of	Sail Shades	Euroa	\$21,423.00
3504182655699	28/03/2022	Construction of	Dwelling & Garage	Euroa	\$228,261.00
4382318767259	11/03/2022	Construction of	Shed	Euroa	\$41,689.00
5851216910532	2/03/2022	Construction of	Garage	Euroa	\$9,200.00
6165636485276	4/04/2022	Construction of	Dwelling & Garage	Euroa	\$904,998.00
6206210739596	31/03/2022	Restump of	Dwelling	Euroa	\$11,280.00
6802806851651	30/03/2022	Construction of	Dwelling	Euroa	\$475,630.00
7004145612822	30/03/2022	Construction of	Dwelling & Garage	Euroa	\$357,899.00
8772825744260	24/03/2022	Construction of	Dwelling & Garage	Euroa	\$238,248.00
8950622476993	18/03/2022	Construction of	Farm Shed	Miepoll	\$73,000.00
9517197012055	16/03/2022	Construction of	Garage	Euroa	\$36,992.00
					\$2,429,920.00

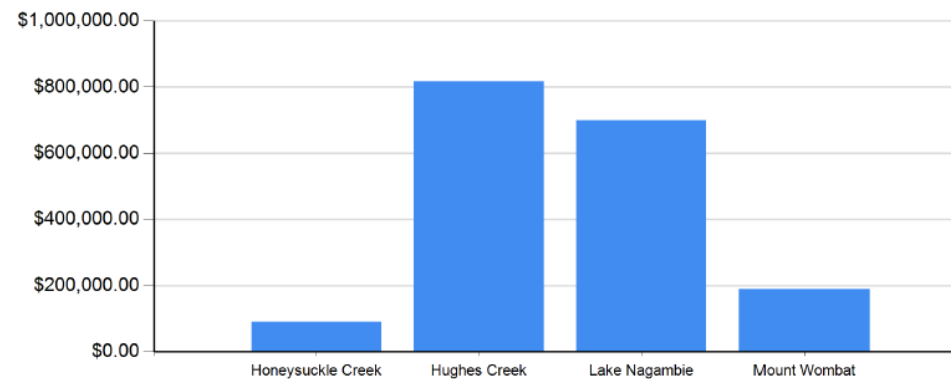
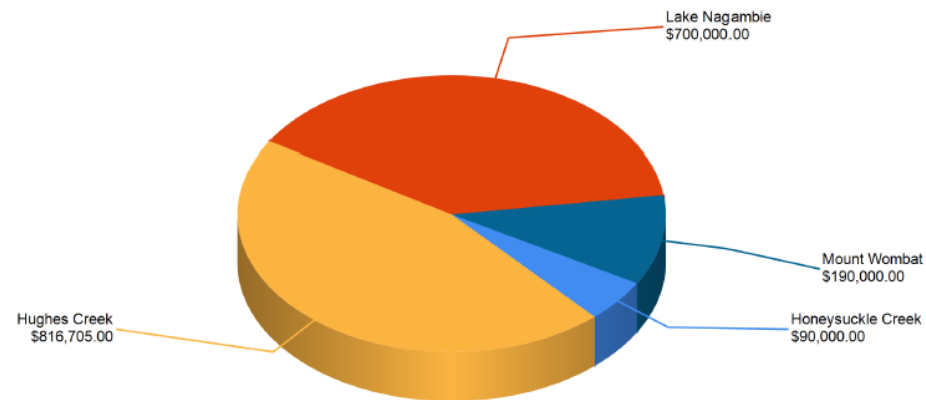
PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
MARCH 2022



Planning Applications Determined

March 2022

Honeysuckle Creek	\$90,000.00
Boho	\$90,000.00
Hughes Creek	\$816,705.00
Longwood	\$275,790.00
Longwood	\$540,915.00
Lake Nagambie	\$700,000.00
Kirwans Bridge	\$250,000.00
Tabilk	\$450,000.00
Mount Wombat	\$190,000.00
Euroa	\$190,000.00
Total Value	\$1,796,705.00



CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR MARCH 2022



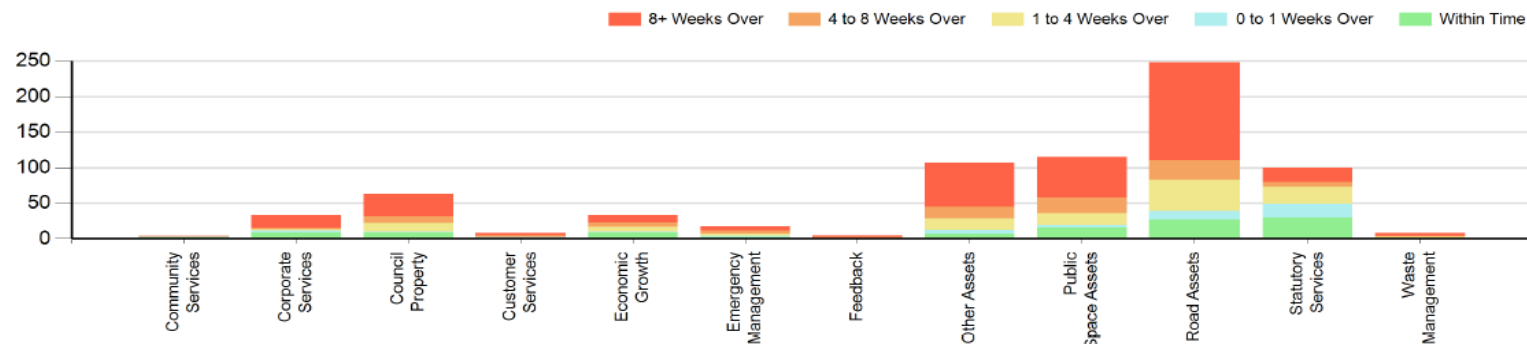
Request Throughput Analysis

01/03/2022 to 31/03/2022

C N O R	Complete / New			
		> 80%	50-80%	< 50%
O R	Overdue / Remaining			
		< 33%	34-70%	> 70%

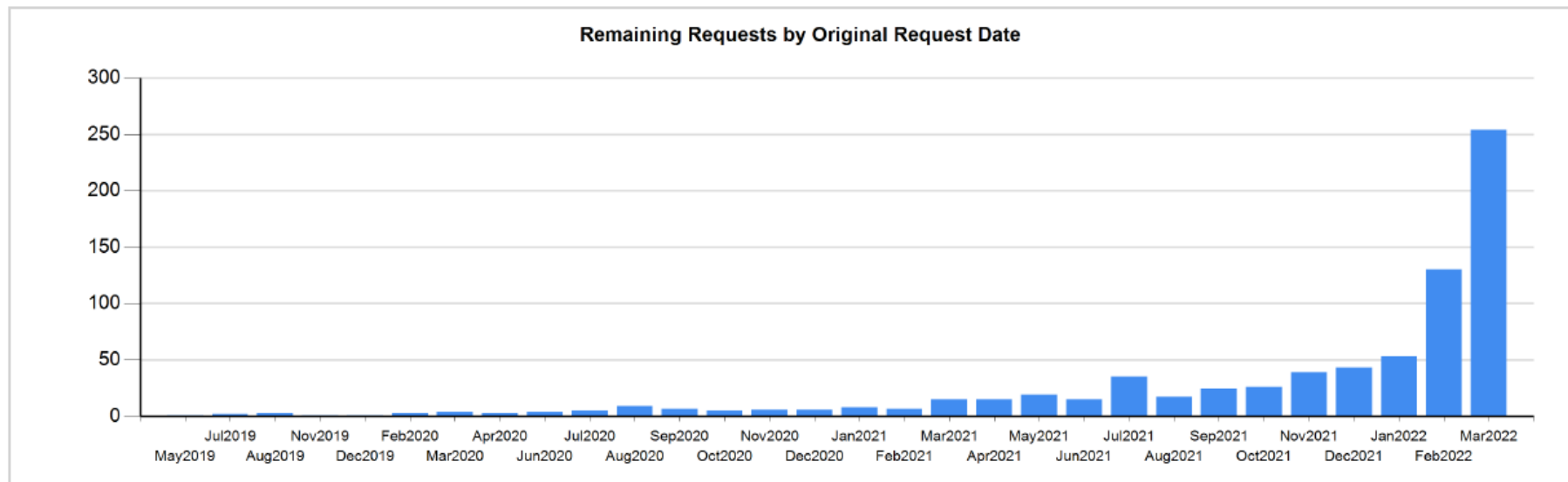
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	2	32	30	4		2	2		0	
Corporate Services	35	95	97	33		9	24		0	
Council Property	63	55	54	64		9	55		0	
Customer Services	10	11	13	8		1	7		0	
Economic Growth	28	240	232	36		9	27		0	
Emergency Management	16	35	32	19		2	17		0	
Feedback	11	0	6	5		0	5		0	
Other Assets	102	37	29	110		7	103		0	
Public Space Assets	117	63	60	118		16	102		2	
Road Assets	251	78	80	249		27	222		0	
Statutory Services	72	189	157	104		30	72		0	
Waste Management	11	28	31	8		0	8		0	
Total	718	863	821	758		112	644		2	

Request Ageing



Service Usage





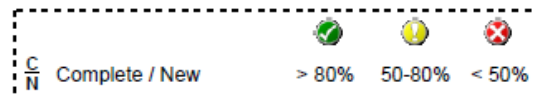
		Community Services	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Feedback	Other Assets	Public Space Assets	Road Assets	Statutory Services	Waste Management
2019	May										1		
	July									2			
	August										3		
	November									1			
	December									1			
2020	February									1	1		1
	March									1	3		
	April										2	1	
	June							1		2		1	
	July			2						2		1	
	August			1		2			1	1	3		1
	September									2	5		
	October		1			1					3		
	November			2						2	2		
	December			1						4	1		

2021	January		3	3		1						1
	February			1						2	3	1
	March	1		4		1			3	1	4	1
	April								5		10	
	May						2		5		10	2
	June			1					7	2	5	
	July		1	3		2		1	12	2	12	2
	August		2	2					1	4	6	2
	September			1	1	1	1		2	7	10	1
	October			2	1	1	1		3	6	10	2
	November		1	3					7	8	16	3
	December		2	3	1		2	1	10	4	17	3
2022	January		8	4		2	2		8	8	19	1
	February		2	11	3	5	3	2	20	23	49	11
	March	3	13	20	2	20	8		26	34	54	72
Total		4	33	64	8	36	19	5	110	120	249	104

Definitions

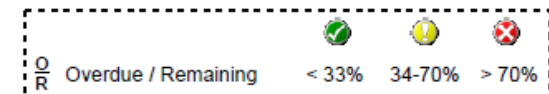
Service Area	Grouping of services by area of responsibility
Existing	Requests open prior to reporting period
New	Requests made during reporting period
Within Time	Remaining Requests where defined deadline is after reporting period
Pending Resources	Requests where additional resources are required to continue. This includes labour, materials, and financial resources.

Complete New An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service.

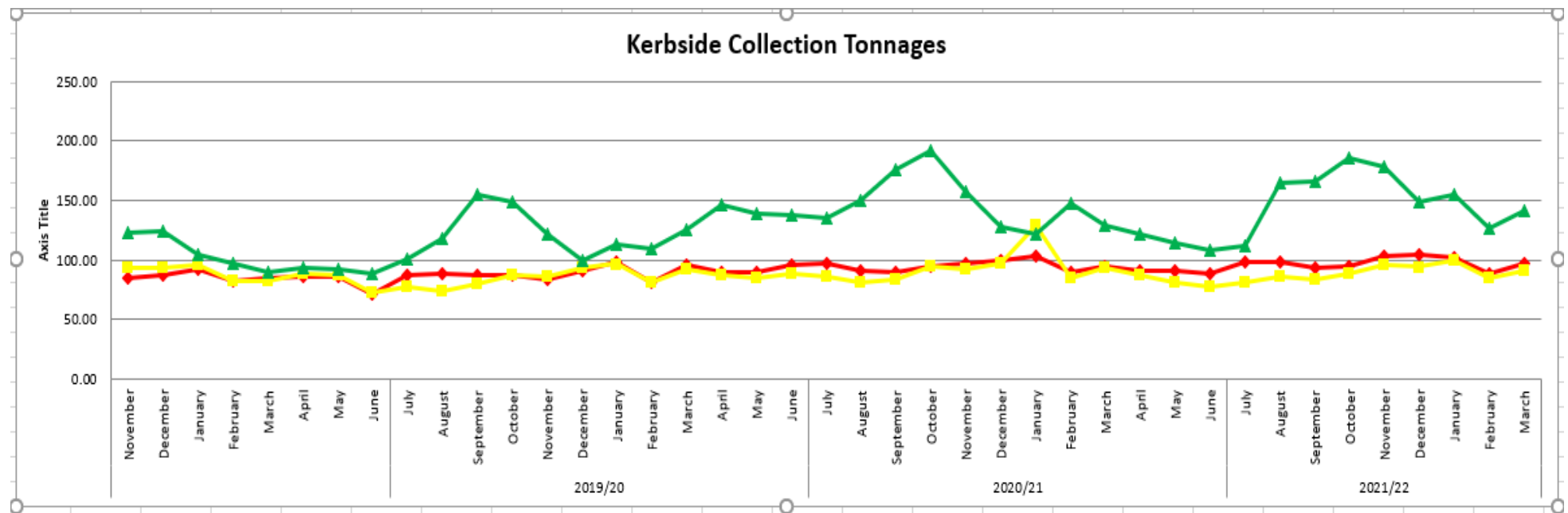


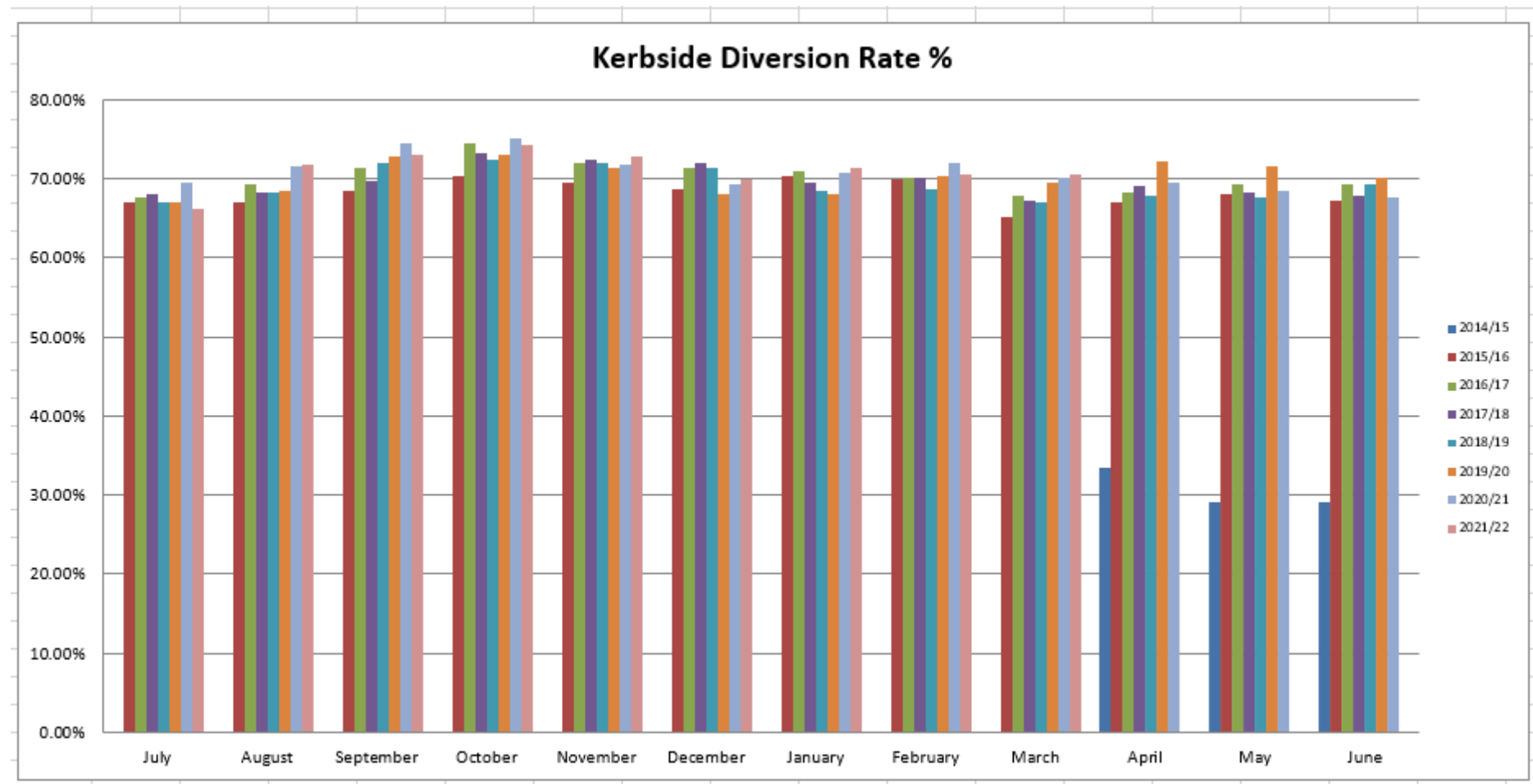
Service	Activities that provide value to the customer
Remaining	Requests incomplete at end of reporting period
Completed	Requests completed during reporting period
Over Time	Remaining Requests where defined deadline is before the end of the reporting period

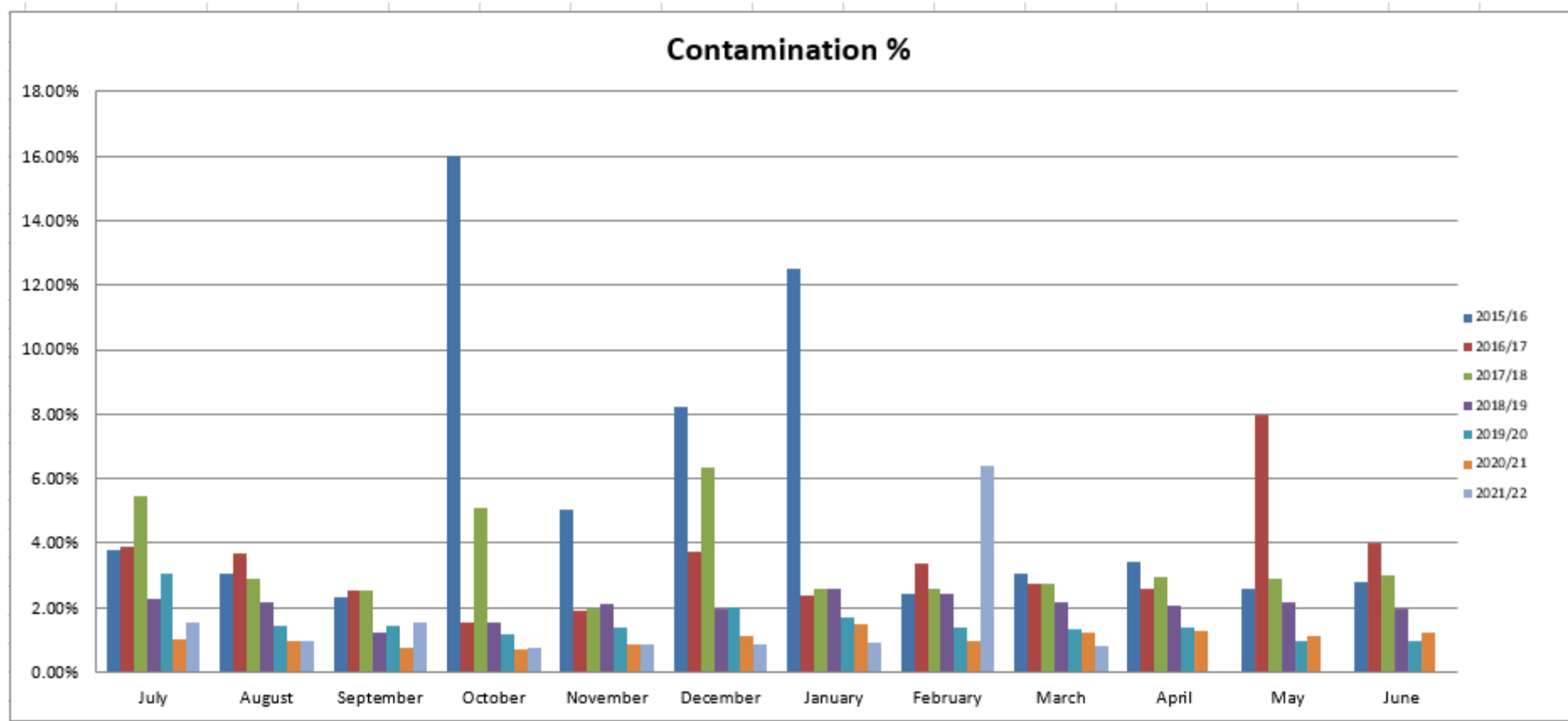
Overdue Remaining An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.



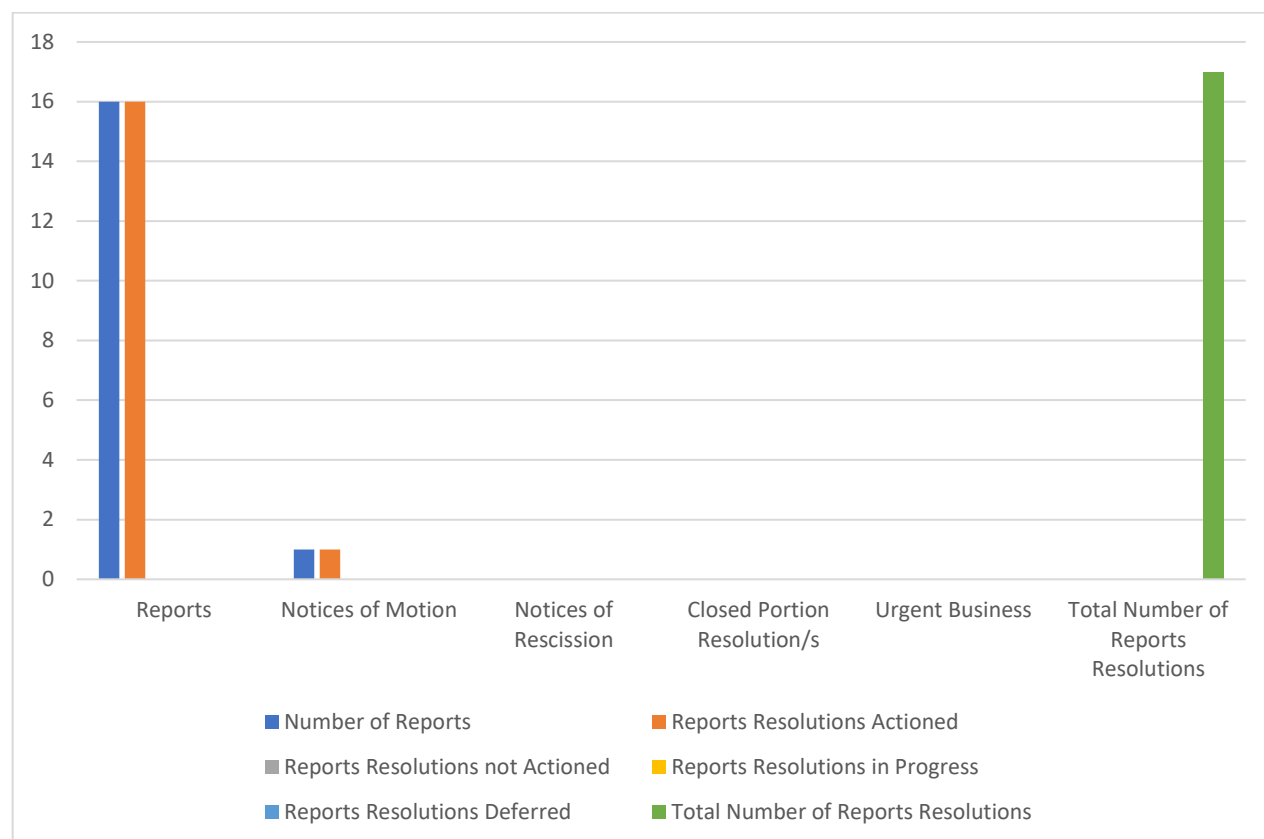
WASTE MANAGEMENT REPORTING **YEAR TO DATE - MARCH 2022**







ACTIONING OF COUNCIL REPORTS RESOLUTIONS **COUNCIL MEETING – 15 MARCH 2022**



OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
31 MARCH 2022

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

Council Meeting Date	Item No.	Description
20 April 2021	10.1	Notice of Motion - Climate Emergency Declaration <u>Officer Update:</u> <i>Now that COVID has settled down staff are now able to progress this action. A draft Climate Change Action Plan has now been written and we are currently, with Councillors, undertaking roundtables with interested residents to further shape and refine the Plan.</i>

REVIEW OF EXISTING COUNCIL POLICIES
AND ADOPTION OF NEW POLICIES

Review of Policy / New Policy	Policy Name	Details
Nil		

RECORDS OF INFORMAL COUNCIL BRIEFINGS / MEETINGS

For period 1 to 31 March 2022

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 1 March 2022

Time: 10.30 am to 4.15 pm

Attendees:

Councillors

Laura Binks (Mayor)
David Andrews
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Paul Murray (Deputy Mayor)
Chris Raeburn

Municipal Monitor

Janet Dore

Officers

Amanda Tingay (Acting Chief Executive Officer [Director, Community and Planning])
David Roff (Director, Corporate Operations)
Dawn Bray (Director, People and Performance)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Braydon Aitken (Manager, Planning and Investment) (*Items 2 & 3*)
Daniel Moloney (Town Planner) (*Item 2*)
Planning Officers (*Items 2 & 3*)

Apologies:

Julie Salomon (Chief Executive Officer)

1. Councillors / MM only time
2. Planning Scheme Review Workshop
3. Briefing on Planning Applications to be presented to March Council meeting
4. Budget Workshop No. 3 / Pitch My Project

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 3	127	Cr Raeburn	Yes <i>(left the meeting at 1.08 pm / returned at 1.27 pm)</i>
Item 4	127	Cr Raeburn	Yes <i>(left the meeting at 2.00 pm and did not return)</i>

Officer/s - NIL

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 8 March 2022

Time: 9.45 am to 11.30 am at Mangalore
12.30 pm to 4.15 pm at Euroa

Attendees:

Councillors

Paul Murray (Deputy Mayor)
David Andrews
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Chris Raeburn

Municipal Monitor

Janet Dore

Officers

Amanda Tingay (Acting Chief Executive Officer [Director, Community and Planning])
David Roff (Director, Corporate Operations)
Dawn Bray (Director, People and Performance)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Molly Odgers (Environment and Waste Co-Ordinator *(Item 2)*)

Apologies:

Councillor Laura Binks (Mayor)
Julie Salomon (Chief Executive Officer)

1. International Women's Day Celebration at Yulong Stud, Mangalore
2. Greening Euroa Project – presentation by GE Committee members and Goulburn Valley Water
3. Review of draft March Council Meeting Agenda / Confidential Appendices
4. Councillors / MM only time

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 3 / 9.1.4	127	Cr Raeburn	Yes (left the meeting at 1.46 pm / returned at 1.49 pm)

Officer/s - NIL

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 15 March 2022

Time: 1.00 pm to 4.30 pm
6.00 pm to 8.35 pm

Attendees:

Councillors

Paul Murray (Deputy Mayor)
David Andrews
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Chris Raeburn (attended meetings at 6.00 pm)

Municipal Monitor

Janet Dore (attended meetings at 6.00 pm)

Officers

Julie Salomon (Chief Executive Officer)
Amanda Tingay (Director, Community and Planning)
David Roff (Director, Corporate Operations)
Dawn Bray (Director, People and Performance)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Upul Sathurusinghe (Manager, Finance) (*Item 2*)
Braydon Aitken (Manager, Planning and Investment (*Item 4*))

Apologies:

Councillor Laura Binks (Mayor)

1. Councillors only time
2. Budget Workshop No. 4 – Pitch My Project
3. National Rowing Regatta
4. Council meeting

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 4 / 9.1.4	127	Cr Raeburn	Yes <i>(left the meeting at 7.15 pm / returned at 7.24 pm)</i>

Officer/s

Matter No.	LGA 2020 Interest Section	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 4 / 9.5.2	128	Chief Executive Officer	Yes <i>(left the meeting at 8.06 pm / returned at 8.21 pm)</i>

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 22 March 2022

Time: 12.00 pm to 2.30 pm

Attendees:

Councillors

Laura Binks (Mayor)
David Andrews
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Paul Murray (Deputy Mayor)
Chris Raeburn

Municipal Monitor

Janet Dore

Officers

Julie Salomon (Chief Executive Officer)
Amanda Tingay (Director, Community and Planning)
David Roff (Director, Corporate Operations)
Dawn Bray (Director, People and Performance)
Kristin Favaloro (Executive Manager, Communications and Engagement)

Apologies:

Nil

1. Councillors / MM Discussions
2. Presentation by Goulburn Broken Catchment Management Authority Chair, Helen Reynolds, and Chief Executive Officer, Chris Cumming
3. Items for Discussions
- Councillor Attendance at ANZAC Day Services
4. Councillors / MM / CEO Discussions

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s - NIL

Officer/s - NIL

Record of Informal Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Informal Council Briefings / Meetings

Date of Meeting: Tuesday 29 March 2022

Time: 12.00 pm to 3.30 pm

Attendees:

Councillors

Laura Binks (Mayor)
Reg Dickinson
Sally Hayes-Burke
Kristy Hourigan
Paul Murray (Deputy Mayor)
Chris Raeburn

Officers

Julie Salomon (Chief Executive Officer)
Amanda Tingay (Director, Community and Planning)
David Roff (Director, Corporate Operations)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Braydon Aitken (Manager, Planning and Investment) *(Item 1)*
Dan Moloney (Strategic Planner) *(Item 1)*
Upul Sathurusinghe (Manager, Finance) *(Item 2)*

Apologies:

Councillor David Andrews
Dawn Bray (Director, People and Performance)

1. Planning Scheme Workshop
2. Budget Workshop No. 5 – Final Review

Declaration of Interest/s under Local Government Act 2020 (General Conflict of Interest - Section 127 / Material Conflict of Interest – Section 128)

Councillor/s - NIL

Officer/s - NIL

10. NOTICES OF MOTION

10.1 Notice of Motion – Council Meeting Tuesday 19 April 2022 Commonwealth Games Advocacy Lodged by Councillor Laura Binks and Councillor David Andrews (Notice of Motion Ref. No: 02/2022)

We, Councillor Laura Binks (Mayor)
Councillor David Andrews

Wish to lodge the following Notice of Motion under Governance Rule 35.

The motion we wish to put to Council is:

MOTION

That Council:

- 1. Write to the The Hon Daniel Andrews Premier of Victoria; The Hon Martin Pakula MP Minister for Tourism, Sports and Major Events; The Hon Mary-Anne Thomas MP Minister Regional Development and the Commonwealth Games Federation President seeking their support to include flat water rowing as a Commonwealth Games sport and hosted at Lake Nagambie;***
- 2. Urgently seek a deputation with Minister Pakula and Minister Thomas to discuss Strathbogie Shire Council's proposal to be included in the Victoria 2026 Commonwealth Games locations;***
- 3. Authorise Council Officers to work with Greater Shepparton City Council to seek support to undertake joint advocacy to Government in support of recommendation one;***
- 4. Write to local Members of Victorian State Parliament, The Hon. Steph Ryan MP, Deputy Leader of the Nationals; The Hon. Wendy Lovell, Member for Northern Victoria Region, and The Hon. Tania Maxwell Member for Northern Victoria Region to advocate to the State Government calling on them for a more equitable distribution of events across regional Victoria for the Victoria 2026 Commonwealth Games; and***
- 5. Write to Members of Australian Federal Parliament; The Hon. Richard Colbeck, Minister for Senior Australians and Aged Care Services, Minister for Sport, The Hon. Dr Helen Haines MP, Member for Indi and The Hon. Damian Drum MP, Member for Nicholls to advocate to the Victorian State Government calling on them for a more equitable distribution of events across regional Victoria for the Victoria 2026 Commonwealth Games.***

Signed:

Councillor



Councillor



Date: 14/04/2022

10.1 Notice of Motion – Council Meeting Tuesday 19 April 2022
Commonwealth Games Advocacy
Lodged by Councillor Laura Binks and Councillor David Andrews
(Notice of Motion Ref. No: 02/2022) (cont.)

Background

On 12 April 2022, the Hon Dan Andrews, Premier of Victoria, confirmed the State of Victoria and Commonwealth Games Australia will host the 2026 Commonwealth Games.

‘Victoria 2026’ will introduce a new multi-city model bringing global sport to four regional hubs:

- Geelong
- Bendigo
- Ballarat
- Gippsland.

Each hub will have its own athlete village, and together they will deliver a 16-sport programme in world-class regional sporting venues. A core group of 16 sports has been agreed between the State of Victoria, the Commonwealth Games Federation and Commonwealth Games Australia. It is acknowledged that more sports may to be added to the programme in the future.

In addition, the government identified that Shepparton will host some events and the Melbourne Cricket Ground will host the opening ceremony with more details to be provided in due course.

Whilst the announcement is welcomed news to regional Victoria, the multi-city model is in fact a four-city model which sees the majority of activities focused in only four regional cities all with close proximity to Melbourne.

Discussion

Whilst we applaud the State Government for adopting a multi-city model to support the ‘Regional Games’ resulting in economic uplift of and showcasing Regional Victoria, it has not been a fair and equitable distribution of events and locations, with much of the State being overlooked.

We see all funding to support jobs growth directed to the same four regional cities with North and North-eastern Regional Victoria once again missing out on this important economic stimulus.

We welcome the initial discussions focussing on the opportunity to host cultural and business activities to the regions. Our Shire has much to showcase, including a 2km rowing course at Lake Nagambie (currently the only 2km course in Regional Victoria). In addition, Strathbogie is becoming a leading tourism destination with a growing brand for food and wine and a well-established agricultural and equine industry.

10.1 Notice of Motion – Council Meeting Tuesday 19 April 2022
Commonwealth Games Advocacy
Lodged by Councillor Laura Binks and Councillor David Andrews
(Notice of Motion Ref. No: 02/2022) (cont.)

In March this year, Lake Nagambie was home to the Australia Rowing Championships with only eight days' notice, following devastating floods and environmental water concerns in Penrith. The event was a national success, with approximately 2000 athletes competing for National honours and providing the pathway for selection for the Australian Rowing Team. The National sporting event saw athletes, support staff, spectators and event organisers enjoy what Nagambie and the broader Goulburn Valley Region has to offer, proving Strathbogrie and Lake Nagambie have what it takes to host major sporting events.

The opportunity to be involved in cultural celebrations and athlete training camps prior to the event will be embraced after two to three years of being ineligible to access Visit Victoria tourism funding primarily due to government changes to Regional Tourism Boards arrangements. However, Council is urging the Government to do more.

We feel strongly about the need to advocate to the State Government and the newly established Commonwealth Games Department that our region, the gateway to the Goulburn Valley and Northeast Victoria, be considered for any additional sports yet to be announced.

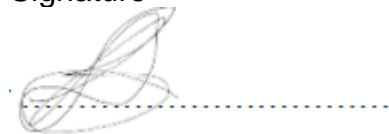
The current approach is inconsistent with the rhetoric around the Games legacy to 'reinforce Victoria's commitment to diversity and inclusion', consistency starts with wider and more equitable distribution of sports, locations and economic investment across more of Regional Victoria, not just four Regional Cities.

Conclusion

Our motion seeks to progress advocacy to support a wider and more equitable distribution of Commonwealth Games Sports, across more Victorian locations, in line with the original 'Regional Games' approach promoted by the State Government and conceived by Greater Shepparton City Council in 2017.

It identifies that Strathbogrie Shire Council want to formally request that flat water rowing be considered by the State Government and the Commonwealth Games Federation as a sport for 2026 and that Lake Nagambie be considered as a viable location for these sports.

Signature

A stylized, handwritten signature in blue ink, appearing to be 'Laura Binks', written over a horizontal dotted line.

Councillor Laura Binks (Mayor)

A stylized, handwritten signature in blue ink, appearing to be 'David Andrews', written over a horizontal dotted line.

Councillor David Andrews

ATTACHMENTS

Attachment 1: Confirmed sports and locations

ATTACHMENT 1:

Sport	Proposed Venue
Aquatics (Swimming, Para Swimming & Diving)	Geelong
Athletics & Para Athletics	Ballarat
Badminton	Gippsland
Boxing	Ballarat
Beach Volleyball	Geelong
Cricket T20	Geelong, Gippsland, Ballarat, Bendigo
Cycling	Gippsland, Bendigo
Gymnastics	Geelong
Hockey	Geelong
Lawn Bowls & Para Lawn Bowls	Bendigo
Netball	Bendigo
Rugby Sevens	Gippsland
Squash	Bendigo
Table Tennis & Para Table Tennis	Geelong
Triathlon & Para Triathlon	Geelong
Weightlifting & Para Powerlifting	Bendigo

11. NOTICES OF RESCISSION

12. URGENT BUSINESS

13. CONFIDENTIAL BUSINESS

Confidential Appendices

These appendices have been classified as being confidential in accordance with section 66(2)(a) and Part 1, section 3 of the Local Government Act 2020 as they relate to:

- (f) *personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and*
- (g) *private commercial information, being information provided by a business, commercial or financial undertaking that—*
 - (i) *relates to trade secrets; or*
 - (ii) *if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage*

- C.A. 1 (g) Tender for Contract No. CN 21/22-31: Supply of Gravel Products – Panel of Suppliers Agreement
- C.A. 2 (g) Tender for Contract No. CN 21/22-27: Provision of Weed and Pest Management Services (Panel of Suppliers) – including Annual Roadside Fire Risk Reduction Program – Lump Sum
- C.A. 3 (f & g) Consideration of Nagambie and Euroa Caravan Park Line Items for the Draft 2022-23 Budget
 - Rental payments and capital works expenditure for the Euroa Caravan Park as per the terms of the lease transferred to Lilly Ann Pty Ltd on 21 February 2017

NEXT MEETING

The next monthly Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 17 May 2022, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

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