



## **STRATHBOGIE SHIRE COUNCIL**

Notice is hereby given that the Ordinary Meeting of the Strathbogie Shire Council will be held on Tuesday 16 April 2019 at the Nagambie Bowls Club (6-12 Marie Street, Nagambie), commencing at 6.00 p.m.

|                     |  |                          |
|---------------------|--|--------------------------|
| <b>Chair:</b>       | Amanda McClaren (Mayor)                                    | (Lake Nagambie Ward)     |
| <b>Councillors:</b> | Debra Bower  | (Lake Nagambie Ward)     |
|                     | John Mason   | (Seven Creeks Ward)      |
|                     | Kate Stothers  | (Honeysuckle Creek Ward) |
|                     | Alistair Thomson   | (Mount Wombat Ward)      |
|                     | Graeme (Mick) Williams                                     | (Seven Creeks Ward)      |
| <b>Officers:</b>    | Steve Crawcour - Chief Executive Officer (CEO)             |                          |
|                     | Phil Howard - Director, Innovation and Performance (DIP)   |                          |
|                     | David Roff - Group Manager, Corporate and Community (GMCC) |                          |
|                     | Jeff Saker - Group Manager, Community Assets (GMCA)        |                          |

## **BUSINESS**

1. Welcome
2. Acknowledgement of Traditional Land Owners  
*'I acknowledge the Traditional Owners of the land on which we are meeting.  
I pay my respects to their Elders, past and present'*
3. Apologies  

Councillor Malcolm Little (Hughes Creek Ward)
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 19 March.2019 and Special Meetings of Council held on Tuesday 26 March 2019 and Tuesday 2 April 2019
5. Disclosure of Interests
6. Petitions
7. Reports of Mayor and Councillors and Delegates

8. Public Question Time

Public Question Time will be conducted as per Strathbogie Shire Council's Meeting Procedure Local Law No. 1, Clause 32. 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 Act, only the initials of the person asking the question will be used together with a Council reference number.

*Response/s to Public Questions raised / responded to at the meeting / Taken on Notice at the Ordinary Council meeting held on Tuesday 19 March 2019 were documented in the Minutes of the meeting.*

9. Reports of Council Officers

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

10. Notices of Motion

11. Urgent Business

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

13. Confirmation of 'Closed Portion' Decision/s

Steve Crawcour  
**CHIEF EXECUTIVE OFFICER**

12 April 2019

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

### **NEXT MEETING**

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 21 May 2019, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. .... / 2019

## 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. ....  
.....  
.....  
.....  
.....

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 name 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 - Procedural Guidelines

#### Question Time

- (1) There must be a public question time at every Ordinary meeting to enable members of the public to submit questions to Council.
- (2) Sub-clause (1) does not apply during any period when a meeting is closed to members of the public in accordance with section 89(2) of the Local Government Act 1989 (the Act).
- (3) Public question time will not exceed in duration any time limit imposed by the Chairperson, in the Chairperson's discretion in order to ensure that Council has sufficient time in which to transact Council business.
- (4) Questions submitted to Council must be:
  - a) in writing, state the name and address of the person submitting the question and generally be in a form approved or permitted by Council; and
  - b) submitted to Council in person or electronically.
- (5) No person may submit more than 2 questions at any 1 meeting.
- (6) If a person has submitted 2 questions to a meeting, the second question:
  - a) may, 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
  - b) may not be asked if the time allotted for public question has expired.
- (7) The Chair, a Councillor or a member of Council staff nominated by the Chair may read to those present at the meeting a question which has been submitted in accordance with this clause.
- (8) Notwithstanding sub-clause (6), 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.
- (9) 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 that are commercial in confidence;
  - 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.
- (10) Any question which has been disallowed by the Chair must be made available to any other Councillor upon request.
- (11) 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.
- (12) Like questions may be grouped together and a single answer provided.
- (13) The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.
- (14) 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 within 14 days to the person who asked the question.
- (15) 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.

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## **9. REPORTS**

### **9.6 TOURISM**

#### **9.6.1 Nagambie Waterways Advisory Committee - Draft Minutes of the Meeting held on 25 February 2019**

##### **Author & Department**

Visitor Economy & Events Coordinator / Corporate & Community Directorate

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

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

##### **Summary**

Attached are the draft meeting minutes of the Nagambie Waterways Advisory Committee held on 25 February 2019, Council's endorsement.

##### **RECOMMENDATION**

**That Council endorse the draft Minutes of the Nagambie Waterways Advisory Committee meeting held on 25 February 2019.**

##### **Background**

The Strathbogie Shire Council has resolved to appoint a Special Committee to advise policy and direction for the Nagambie Waterway, to ensure that the activities on the Nagambie Waterways meet the objectives and the vision of Council.

In 2015 the Council approved a new Terms of Reference for the committee and a new committee was appointed, to provide strategic direction for the waterways to the Council.

##### **Alternative options**

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

##### **Risk Management**

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

##### **Strategic links - policy implications and relevance to Council Plan**

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

9.6.1 Nagambie Waterways Advisory Committee  
- Draft Minutes of the Meeting held on 25 February 2019 (cont.)

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

The author of this report considers that the report is consistent with Best Value, National Competition Policy and competition and consumer Act requirements have been considered and applied in development of the report and recommendation.

**Financial/Budgetary implications**

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

**Economic implications**

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

**Environmental/Amenity implications**

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

**Community implications**

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

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

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

**Legal/Statutory implications**

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

**Consultation**

The author of this report consulted with all the user groups of the waterways, relevant agencies, and the community at the recent meeting – see attached copy of minutes.

**Attachments**

- Draft Minutes of the Nagambie Waterways Advisory Committee held on 25 February 2019

**NAGAMBIE WATERWAYS ADVISORY COMMITTEE**  
**ANNUAL GENERAL MEETING and GENERAL MEETING MINUTES**

**held at the Nagambie Lakes Regatta Centre  
on Monday 25<sup>th</sup> February 2019 at 5.05 pm**

**AGM MINUTES**

|                     |   |
|---------------------|---|
| Cr. Amanda McClaren | Mayor Strathbogie Shire Council (Chair) |
| Cr. Debra Bower     | Councillor Strathbogie Shire Council    |
| Steve Crawcour      | CEO Strathbogie Shire Council           |
| David Roff          | Group Manager SSC                       |
| Libby Webster       | Strathbogie Shire Council (Secretary)   |
| Scott Wikman        | GMW                                     |
| Wally Cubbin        | Nagambie Angling Club                   |
| John Beresford      | Commercial Developers                   |
| Robert Kean         | Riparians                               |
| Pat McNamara        | Nagambie Rowing Club                    |
| Ian Matheson        | GVW                                     |
| Craig Stewart       | Commercial Boating Operator             |
| Lee Rowlands        | Commercial Boating Operator             |
| Alister Purbrick    | GoNagambie                              |

**Apologies:**

|                       |                                     |
|-----------------------|-------------------------------------|
| Inspector Peter Koger | Victoria Police – Mitchell Division |
| Sgt Tony Watson       | Nagambie Police                     |

1. Conflicts of Interest - none declared
2. Chair's Report – see attached
3. Election of Committee

**Received Nominations for the Committee**, as per the Terms of Reference:

|                 |  |
|-----------------|--|
| Chair           | Cr Amanda McClaren Strathbogie Shire Council |
| Ward Councillor | Cr Debra Bower                               |
| Secretary       | Libby Webster                                |

**Skills Based Representatives, Recreational & Commercial Stakeholders**

|                       |  |
|-----------------------|--|
| Nagambie Riparian     | Robert Kean/Tony Hammond   |
| Nagambie Angling Club | Wally Cubbin   |
| Nagambie Rowing Club  | Patrick McNamara/Henry Moss  |
| GoNagambie            | Alister Purbrick/Sissy Hoskin  |
| Commercial Developers | John Beresford – Nagambie Developments<br>Andrew Peters – Hallmarc     |
| Commercial Operators  | Craig Stewart – Goulburn Explorer<br>Lee Rowlands – Nagambie Boat Hire |

### Reference Group

|                       |   |
|-----------------------|---|
| Steve Crawcour        | CEO SSC                                 |
| David Roff            | Group Manager Corporate & Community SSC |
| Scott Wikman          | Manager of Dams Operations GMW          |
| Ian Matheson          | Operations Project Coordinator GVW      |
| Inspector Peter Koger | Mitchell PSA VicPol                     |
| Sgt Tony Watson       | Nagambie Police                         |

Nominations to be forwarded to the Council for confirmation.

AGM closed 5.12pm

### **GENERAL MEETING MINUTES**

Commenced: 5.13

1. Welcome/apologies (As above)
2. Conflicts of Interest None Declared
3. Review minutes of previous Meeting 10/12/18  
Matters arising/ Action List

Steve Crawcour reported that the Loddings Lane boat ramp had been signed off with GBCMA today, which is the final agency approval required. The approval includes the requirement for the car park to be set back an extra 5m from the river, so bilge water will flow onto grass. A floating landing, to be installed beside the ramp, has been purchased from Murrindindi Shire (Lake Eildon) which shows good cooperation between the Shires. Work on the ramp to start asap. The Tender for the construction was approved last week by Council. The water in this part of the River is 8m deep and the ramp will be long enough to hold a boat and a trailer, with a lip at the end. There will be 12 designated car parks on the river side and overflow will park in the Regatta Centre ground opposite.

The Minutes of the 10<sup>th</sup> December 2018 meeting were tabled and unanimously accepted as a true and correct record of the meeting.

4. **Correspondence** – Libby tabled a letter received from John Whitford of Langwarrin re concern about the unlimited speed limit on the water in the Goulburn Weir area, where the water can be shallow and stump laden.  
Scott Wikman commented that there are a number of GMW water storages that have submerged stumps and GMW regard these as the responsibility of the operator of the vessel.

David Roff has written to Mr Whitford, in reply, noting that the letter would be tabled at the Waterways Advisory Committee for consideration.

This is another example of the issue of speed limits in the various areas of the waterways. It could be a 19/20 budget consideration for the Shire to allocate funds towards appointing a consultant to undertake the process of a review and community consultation, of the zoning and speed limits, on the Nagambie Lakes and Goulburn River waterways.

The Committee recommended that the Strathbogie Shire Council allocate a budget for this review in the 19/20 budget, and appoint an appropriate consultant to undertake the review and community consultation of the speed and water use zoning on Nagambie Lakes and the Goulburn River.

5. **Chinamans Bridge Update** – Steve Crawcour reported that representatives from DWELP, Heritage Victoria and VicRoads have developed an MOU with regard to the maintenance and safety issues of Chinamans Bridge. This is now being considered by these agencies for endorsement. The Acting Director of VicRoads will inspect bridges, prior to the MOU agreement endorsement. The Officer from DWELP has been very supportive. Steve Crawcour has also met with VicRoads regarding extending the Armco to block off access to the boat ramp under the bridge.

Extra buoys were added to the Chinamans Bridge transit lane to give it clearer delineation. This was at the request of Marine Safety Victoria, who made the request at very short notice. Brett Fothergill installed the buoys in quick time, which was appreciated.

Alister Purbrick commented that this was a positive first step. He suggested that a request be made to Heritage Victoria for short term/medium term/long term plans and solutions to fund the restoration or removal of the bridge.

6. **Duck Hunting Map** - Scott Wikman tabled the updated map with extended areas for no duck hunting, as per the committees suggestions. This has been shared with the Game Authority who will relay the message to the Duck hunters this season. Libby to work with Scott on maps for boat ramps etc.

7. **Boat Ramp Fees** – David Roff reported that the recently re-elected Victorian Government made an election promise to abolish boat ramp fees on all Victorian public boat ramps. The Government has indicated that they will offer compensation, but have not indicated if this will be recurrent or a one off. Government requested estimate of foregone revenue, this has been supplied and a response is yet to be received.

8. **Onwater events** – Libby tabled the spreadsheet of on water events in 2019. There are a number of events coming up.

Libby reported that the Japanese Rowing Team visit was a huge success. They usually trained in France (as their head coach is French) but they preferred to come to Australia as the time zone is similar to Japan and we drive on the same side of the road. The really enjoyed the natural rowing environment of Nagambie. Thanks to Sykes who provided the boats and the contacts. Nagambie Rowing Club provided ergos for training.

9. **General Business** –.

Craig Stewart commented that he had noticed Fisheries Officers in an unmarked boat, who collected a lot of fines for speeding in 5kn zone. Steve Crawcour commented that previously the Shire had funded an unmarked patrol boat, which was cost neutral, but as the Shire was no longer receiving the fines, this was no longer viable. The Shire has not changed the stance of a 'no tolerance' policy, but it was more difficult to police in a marked vessel.

Scott Wikman commented that GMW don't have compliance on water at Eildon or Lake Eppalock

Steve and Amanda are looking for every opportunity to lobby the relevant Ministers and agencies for funding opportunities.

Alistair Purbrick put forward a motion re funding of an Economic Development Masterplan. Steve Crawcour commented that the Shire has taken the Nagambie Development Tourism Infrastructure Business Case and broken it down in to individual plans, so there may be much of the required information in these plans. Is there a possibility that GMW could co-fund the completion of the report?

Amanda McClaren thanked John Beresford and Tim Goodacre for being part of a Shire delegation to Canberra to advocate for funding for Nagambie and the Shire.

Scott Wikman noted that GMW will lower the water level of the Lake and river system on the 15<sup>th</sup> May, similar to 2016, for 2 months so they can work on the Goulburn Weir wall. GMW's Comms Depart will be sending out information for media releases and they have written to all affected customers.

Wally noted that there are over 1,000 registered participants for GoFish with 400 - 500 boats expected on the river. Scott commented that his feedback was that the event had been booked out, which is incorrect. Ian Matheson asked that the organisers contact him re pumping of sewerage. It was suggested that Rod Lockwood be invited to 8<sup>th</sup> April meeting.

Patrick McNamara commented that he had attended the recent Canoe Polo Championship, which he thoroughly enjoyed.

Meeting closed 6.25pm

CONFIRMED MEETING SCHEDULE FOR 2019:

Monday 8 April

Monday 17 June

Monday 12 August

Monday 14 October

Monday 9 December

Signed as a true and correct record of the meeting.

Amanda McClaren  
Chair

**9.6.2 Tourism Arts and Culture Advisory Group**  
**- Draft Minutes of the Meeting held on Friday 15 February, 2019**

**Author & Department**

Manager Arts, Culture and Economy / Corporate and Community Department

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

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

**Summary**

Attached are the draft minutes of the Tourism, Arts and Culture Advisory Group for the meeting held on Friday 15 February, 2019.

**RECOMMENDATION**

**That Council endorse the draft minutes of the Tourism, Arts and Culture Advisory Group meeting held on Friday 1 February, 2019.**

**Background**

The objectives of the Strathbogie Shire Council Tourism, Arts and Culture Advisory Group are:

- To provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the development and implementation of a Tourism, Arts and Culture Strategy Plan.
- Act as advocates and champions for Tourism, Arts and Culture programs and projects with the Shire that are of community benefit.
- Provide a forum for discussion of tourism, arts and culture industry trends and best practice in the Local Government sector.

The role of the Committee is to carry out the following functions:

- To assist with the development and implementation of a Tourism, Arts and Culture Strategy Plan.
- Respond to issues referred by Council to the committee.
- Assist Council to work strategically to encourage, foster, value and promote tourism, arts and culture.
- Provide a consultative mechanism for Council on tourism, arts and culture activities within the Shire.
- Assist in identifying and responding to key issues relating to tourism, arts and culture in the Shire.
- Provide advice on the review and implementation of the future Tourism, Arts and Culture Strategy Plan.

The Tourism, Arts and Culture Advisory Group Charter was adopted by Council on 15 August, 2017.

9.6.2 Tourism Arts and Culture Advisory Group  
- Draft Minutes of the Meeting held on Friday 15 February, 2019 (cont.)

**Alternative Options**

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

**Risk Management**

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

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

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

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

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

**Legal / Statutory Implications**

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

**Consultation**

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

**Attachments**

- Draft minutes of the Tourism, Arts and Culture Advisory Committee of Friday 15 February, 2019



## TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES



Friday 15th February 2019  
Nagambie, Muse Restaurant - Mitchelton  
2:00pm – 3:00pm

### Anticipated Attendees

|                   |                                 |                |                                 |
|-------------------|---------------------------------|----------------|---------------------------------|
| Cr Debra Bower    | <i>Councillor (CHAIR)</i>       | Sissy Hoskins  | <i>Go Nagambie</i>              |
| Claire Taylor     | <i>Strathbogie Shire</i>        | Janelle Toomey | <i>Community Representative</i> |
| Debra Ellis       | <i>Strathbogie Shire</i>        | Rosa Purbrick  | <i>Community Representative</i> |
| Kristen MacKenzie | <i>Community Representative</i> |                |                                 |

### Apologies

|                     |                                 |                |                                      |
|---------------------|---------------------------------|----------------|--------------------------------------|
| Tess Noonan Egan    | <i>Community Representative</i> | Leanne Hulm    | <i>Goulburn River Valley Tourism</i> |
| Cr Amanda McClaren  | <i>Councillor</i>               | Dan Capobianco | <i>Community Representative</i>      |
| Kathi Clark-Orsanic | <i>Community Representative</i> |                |                                      |

| ITEM   | ACTION ITEMS |
|--|--------------|
| 1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY   | CHAIR        |
| 2. APOLOGIES   |              |
| <p>3. MATTERS ARISING FROM PREVIOUS MINUTES</p> <p>Acceptance of minutes from last meeting 4/12/18</p> <p>Moved: Janelle Toomey</p> <p>Seconded: Rosa Purbrick</p> <p>Update on Urban Planning projects:</p> <p><b>3.1.1 Southern Aurora Memorial</b></p> <p>Two years in the planning for this event - engaged assistance with the Shire early in the events development and to seek funding. Commemoration events took place over a 4 day period. Vigil event was the same day as the black Saturday anniversary. Ghost train very impactful</p> <p>Sunday launch - 300-400 attendees Theme helping hands, attendees could write messages on the hands. Well organised event to commemorate this historic event, culture of the township and its people working together</p> <p>Raised issue of post traumatic stress volunteers are subjected to (50yrs since a young 20yr old volunteer returned to the site)</p> <p><b>3.1.2 Nagambie Water Tower</b></p> <p>Budget allocation of \$20,000 in current 2018/2019 budget for this. Deb Bower has spoken to Jaclyn Symes who advised that there would be a small amount of funding to access. Gerry Ryan has queried what is happening with the tower - keen to see something happen with this.</p> <p>Rosa conveyed that she thought businesses in Nagambie would like to see something happen with this and may support. Needs to have a working group driving the project to determine the theme/design - who</p> | CARRIED      |

|  |                       |
|--|-----------------------|
| <p>should be involved??</p> <p>Deb B is passionate about the project, and discussion with the group occurred regarding what, if any, engagement should occur with community regarding this project. With the terms of the charter stating that the TACAG group will 'Act as advocates and champions for Tourism, Arts and Culture programs and projects with the Shire that are of community benefit', the question was posed as to who in the group would be willing to be a champion for this project.</p> <p>Janelle Toomey indicated that she would be willing to investigate potential artists and artwork.</p> <p><b>Action:</b><br/><i>Janelle will assist to start moving this project again and will contact Minna Leunig and Gus Leunig. Also to approach Rosa Purbrick regarding potential design. Other artists are welcome to contribute. Suggested theme around nature and water. Will bring back this information to the next meeting.</i></p>  | <p>Janelle T</p>      |
| <p><b>4. STRATEGY/PLAN DEVELOPMENT</b></p> <p><b>4.1 Update on Framework</b><br/>Attendance by members of Council, officers and CEO of Goulburn Valley Regional Libraries and at a workshop on 22/01/19 by John Smithies from Cultural Development Network (CDN) which provided an overview of a recognised framework for moving forward with the development of the Arts &amp; Culture Strategy.</p> <p>Provided a summary of the PowerPoint presentation given at the workshop for members. Discussion regarding outcomes and activities and understanding this - great conversation</p> <p><b>Action:</b> <i>Claire/Deb will refine existing document to be sent to CDN for review and comment, then this will be presented to the group.</i></p>   | <p>Claire / Deb E</p> |
| <p><b>5. ARTS &amp; CULTURE</b></p> <p><b>5.1 Gannawarra Shire – Case Study</b><br/><b>5.2 <a href="#">Showcase Victoria 2019</a> – 14 to 16 May, 2019</b><br/><b>5.3 Creative Victoria – <a href="#">Small Regional Presenters Funding</a></b><br/>Gannawarra Shire has a similar demographic to Strathbogie Shire, no central township, similar landscape and population, lots of halls. Brought to the group for consideration as a possible project. Funding available, but we would not be able to apply this year.</p> <p>Potential to work with the model from Gannawarra Shire and work with Showcase on potential acts to perform as a future possible community project.</p> <p>As a result of networking with these groups, Claire has been asked to be on the panel for the assessments of the 2019 applications for funding. Showcase is a two day event to see all the potential performances that are available to tour.</p> <p><b>Action:</b> <i>TACAG members to act as conduits to potential champions. Claire will contact Adam Palmer at Northern Republic, Fin Murphy at Sevens, Jill Hayes at Butter Factory. Claire to find out about funding and how many people who would be able to attend</i></p> | <p>ALL<br/>Claire</p> |

|   |  |
|---|--|
|   |  |
| <b>6. COMMITTEE MEMBERS</b>   |  |
| <p><b>6.1 Calendar and venue dates for 2019</b><br/>Discussion regarding meeting times and days. Fridays work well with some members. Make the meetings as a lunch meeting on Fridays at 12 - 2pm<br/>Discussion regarding the venue; Tabilk, Fowles, White Hart Hotel, Northern Republic, Community Cafe VT</p> <p><i>Action: Decision for Longwood on Friday 22nd March 12:00 – 1:00pm (lunch)<br/>1:00pm – 2:00pm (meeting) Claire to send out meeting invite for this</i></p> |  |
| <b>7. OTHER BUSINESS</b>  |  |
| <p>Rosa – advised she may not be in attendance at the next meeting</p> <p>Deb E – Buckley Park mural maintenance; still following up with Vin Edwards regarding sectioning off the area and height safety requirements</p>  |  |
| <b>8. MEETING CLOSED @ 3:05pm</b>   |  |
| <b>9. NEXT MEETING:</b><br>Friday, 22/03/19 – White Heart Hotel, Longwood – 2:00pm to 3:00pm  |  |

|            |   |     |
|------------|---|-----|
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## **9.7 ORGANISATION**

### **9.7.1 Strathbogie Shire Roads Advisory Committee – Appointment of Councillor Representative and Amendment to the Roads Advisory Committee Charter and Duty Statement**

#### **Author & Department**

Group Manager Community Assets / Community Assets Directorate

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

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

#### **Summary**

In accordance with the Council Plan 2017-2021, Strathbogie Shire Council resolved to appoint a Roads Advisory Committee. The role of the Committee is to advise Council on the following:

- Development and review of policy and strategy relating to the road network;
- Policy relating to the management of roadsides; and
- Potential advocacy priorities regarding road safety issues and initiatives of community benefit.

Due to the recent resignation of Councillor Alistair Thomson as a Councillor representative from the Roads Advisory Committee, there is a requirement to appoint a Councillor as a replacement on the Committee.

As a result of Council concern, this report also recommends amending the Roads Advisory Committee Charter and Roads Advisory Committee Duty Statement to include reference to footpaths as an objective of the Committee.

#### **RECOMMENDATION**

**That in accordance with the Roads Advisory Committee Charter, Council -**

- 1. Appoint Cr ..... as a Councillor representative on the Roads Advisory Committee.**
- 2. Amends the second dot point of the Objectives of the Committee as stated in the Roads Advisory Committee Charter and the Roads Advisory Committee Duty Statement to include reference to footpaths as follows: *To advise Council on policy relating to the management of roadsides including footpaths.***

9.7.1 Strathbogie Shire Roads Advisory Committee  
– Appointment of Councillor Representative and Amendment to the Roads  
Advisory Committee Charter and Duty Statement (cont.)

**Background**

One of the key strategies for 2017/2018 in the *Council Plan 2017 – 2021*, under Our Goals 3, is “To provide quality infrastructure” for Council to “Develop terms of reference for a Roads Advisory Committee”.

In accordance with the Council Plan action, at the 15 May 2018 ordinary Council meeting, Council adopted the draft *Roads Advisory Committee Charter, May 2018* (and draft Duty Statement) as the Terms of Reference for the Roads Advisory Committee. Committee membership, nomination process and other governance arrangements for the functioning of the Committee are included in the Charter. The Duty Statement outlines the selection criteria required of potential community members.

The Charter also states that committee membership will include two (2) Councillors and representation from VicRoads. Following a public process, Council appointed two Councillor Representatives, three community representatives and appointed two members from VicRoads to the Committee.

Due to the recent resignation of Cr Thomson as a Councillor representative from the Roads Advisory Committee, there is a requirement to appoint a Councillor as a replacement on the Committee. This will ensure compliance with the *Roads Advisory Committee Charter, May 2018*.

As a result of Council concern, this report also recommends amending the second dot point of the *Objectives Of the Committee* as stated in the *Roads Advisory Committee Charter* and in the Roads Advisory Committee Duty Statement to include reference to footpaths as follows:

*“To advise Council on policy relating to the management of roadsides including footpaths”*

**Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternative courses of action.

**Risk Management**

The author of this report considers that there are no significant risk management factors relating to this report and recommendation.

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

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

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

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

9.7.1 Strathbogie Shire Roads Advisory Committee  
– Appointment of Councillor Representative and Amendment to the Roads  
Advisory Committee Charter and Duty Statement (cont.)

**Financial / Budgetary Implications**

There are minimal financial implications in the operations of this Committee which will be limited to meeting and administrative costs.

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The Committee Charter includes sections that define Committee Membership, the skills and experience required of community members, the Term of Appointment of members, Nomination of Membership and the Code of Conduct to be adhered to by members.

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

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

**Legal / Statutory Implications**

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

**Consultation**

The adoption of the Strathbogie Shire Roads Advisory Committee Charter, May 2018 (and Duty Statement) and the appointment of Community Representatives to the committee has been subject to public consultation and previous Council reports.

**Attachments**

- Draft Amended Shire of Strathbogie Roads Advisory Committee Charter, April 2019
- Draft Shire of Strathbogie Roads Advisory Committee Duty Statement, April 2019



## Strathbogie Shire Roads Advisory Committee Charter

| Reviewed and Endorsed by Council: 16 April ~~5 May 2019~~

| Strathbogie Shire Roads Advisory Committee Charter  
Endorsed by Council – 16 April ~~5 May 2019~~



## **STRATHBOGIE SHIRE COUNCIL**

### **CHARTER OF THE ROADS ADVISORY COMMITTEE**

#### **1. CONSTITUTION**

- 1.1 The Strathbogie Shire Council ("Council") has resolved to appoint a Roads Advisory Committee ("Committee").
- 1.2 The Council will review the Roads Advisory Committee within 12 months after the election of Councillors; which is every four (4) years.

#### **2. OBJECTIVES OF THE COMMITTEE**

The objectives of the Committee are:

- To advise Council on the development and review of policy and strategy relating to the road network;
- "To advise Council on policy relating to the management of roadsides including footpaths"~~To advise Council on policy relating to the management of roadsides~~; and
- To advise Council on potential advocacy priorities regarding road safety issues and initiatives of community benefit.

#### **3. TERMS OF REFERENCE**

The role of the Committee is to carry out the following functions:

- To participate in the development of Council's Road Asset Management Plan and Road Management Plan.
- To participate in the development of levels of service for road infrastructure.
- Respond to issues referred by Council to the Committee associated with issues pertaining to traffic, freight and safety.

#### **4. COMMITTEE MEMBERSHIP**

- 4.1 The Council has resolved that the Committee shall consist of the following representatives:
  - Councillors x Two
  - Council Officers x Two (Manager Assets and Manager Infrastructure)
  - Community representatives (Three by expression of interest)
  - VicRoads Representative.
- 4.2 The Council or Committee may second people with technical expertise as required for a temporary period.

- 4.3 A "Duty Statement" that outlines the criteria including skills and experience required of community members to be considered for appointment to this Committee is attached to this Charter.

**5. TERM OF APPOINTMENT**

- 5.1 Public members hold their appointment in their own right whilst members nominated by a particular group will represent that group.
- 5.2 Public members of the Committee appointed for a period of two (2) years shall be eligible for re-appointment to the Committee for a further term of two (2) years each.
- 5.3 A member of the Committee may resign his/her position at any time.
- 5.4 The Committee is empowered to declare a Committee member's position vacant if he/she fails to attend three (3) consecutive meetings without leave by resolution duly passed.
- 5.5 The Council shall appoint another person to fill any vacancy caused by the resignation of any member of the Committee.
- 5.6 Any person appointed to fill a vacancy on the Committee shall hold office for the unexpired portion of the previous member's term of office.

**6. NOMINATION OF MEMBERSHIP**

- 6.1 The Council shall invite nominees by expression of interest not less than one (1) month prior to the date of the termination of the term of office of the representatives.
- 6.2 Council has the right to veto any nomination if the nominee is deemed to be unsuitable for the purpose of the Committee.

**7. CHAIRPERSON**

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

**8. SECRETARY**

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

8.1 The Chief Executive Officer shall appoint a Council Officer to act as Secretary to the Committee.

8.2 The Secretary shall prepare the agenda and minutes for each meeting of the Committee and shall distribute, or arrange to be distributed, copies of the agenda and minutes to members of the Committee and Council.

9. **REPORTING**

9.1 The Committee shall submit its minutes to Council for inclusion in the next available Council Meeting Agenda.

10. **DELEGATIONS**

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

11. **FINANCES**

11.1 This Committee has no delegated authority to expend monies.

12. **INSURANCES**

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

13. **MEETINGS OF THE COMMITTEE**

13.1 All meetings of the Committee shall be conducted in accordance with Council's Local Law No. 1.

13.2 The Committee shall meet at least quarterly at a date and time to be determined at the first meeting. Additional meetings may be convened at the discretion of Council.

14. **QUORUM**

14.1 A quorum is formed when a simple majority of members of the Committee is present at a meeting.

15. **REVIEW**

15.1 The Council shall carry out regular reviews of the Committee's Charter.

15.2 The Council may carry out a special review of the Committee's Charter at the request of the Committee.

15.3 The Council shall consult with the Committee prior to the making of amendments or alterations to the Committee's Charter.

16. PECUNIARY INTERESTS

- 16.1 Members of this Committee are not obliged to submit returns of pecuniary interest as there is no delegated power to the Committee.

17. CODE OF CONDUCT

- 17.1 Councillors on this Committee are to abide by the *Councillor Code of Conduct, 21 February 2017*
- 17.2 Council Officers on this Committee are to abide by the *Staff Code of Conduct CEO Directive*
- 17.3 Community Representatives are to abide by the *Staff Code of Conduct CEO Directive and Voluntary Workers Policy*, ~~DATE~~.

This Strathbogie Shire Council Roads Advisory Committee Charter is made on behalf of Strathbogie Shire Council by its Chief Executive Officer under the authority of the Instrument of Delegation.

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

.....

Dated: .....



## Strathbogie Shire Roads Advisory Committee

### Duty Statement

| Reviewed and Endorsed by Council: 16~~5~~ April -~~May~~ 201~~9~~8



In accordance with the Strathbogie Shire Roads Advisory Committee Charter, the Objectives of the Committee are:

- To advise Council on the development and review of policy and strategy relating to the road network;
- "To advise Council on policy relating to the management of roadsides including footpaths"~~To advise Council on policy relating to the management of roadsides;~~ and
- To advise Council on potential advocacy priorities regarding road safety issues and initiatives of community benefit.

The role of the Committee is to carry out the following functions:

- To participate in the development of Council's Road Asset Management Plan and Road Management Plan.
- To participate in the development of levels of service for road infrastructure.
- Respond to issues referred by Council to the Committee associated with issues pertaining to traffic, freight and safety.

The Council has resolved that in addition to two Councillors, Council Officers and a representative from VicRoads, the Committee shall include three Community members.

The following is a list of the criteria that Community representatives are required to meet to be considered for appointment to the Committee:

- Appropriate tertiary qualifications in a Civil engineering or a related discipline; and/or
- Demonstrated experience in either road safety, road traffic or strategic road management; and/or
- Practical experience; and/or
- An understanding of major State and Federal road management programs associated with freight, safety or funding opportunities.

The Strathbogie Shire Roads Advisory Committee Charter is to be read in conjunction with this Duty Statement as it provides detail of additional Terms of Reference for the Committee.

A copy of the *Strathbogie Shire Staff Code of Conduct CEO Directive, 21 June 2017* is attached to this document for reference.

This Strathbogie Shire Council Roads Advisory Committee Duty Statement is made on behalf of Strathbogie Shire Council by its Chief Executive Officer under the authority of the Instrument of Delegation.

**SIGNED by Steve Crawcour**

*Chief Executive Officer of the Strathbogie Shire Council*

.....  
Dated: .....

Strathbogie Shire

Roads Advisory Committee Duty Statement

Endorsed by Council – 16 April ~~May~~ 2019

**9.7.2 Access and Disability Advisory Committee**  
**– Minutes of the Meeting held on Friday 1 February 2019**

**Author & Department**

Community Development Officer / Corporate and Community Directorate

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

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

**Summary**

Attached are the minutes of the Access and Disability Advisory Committee meeting held on Friday 1 February 2019.

**RECOMMENDATION**

**That Council receive the Minutes of the Access and Disability Advisory Committee meeting held on Friday 1 February 2019.**

**Background**

The aim of the Strathbogie Shire Council Access and Disability Advisory Committee is to:

- liaise with community members who live with a disability;
- provide advice and recommendations regarding access and equity to Strathbogie Shire Council; and
- support and raise community awareness of the rights of persons with a disability.

The Access and Disability Advisory Committee Terms of Reference were adopted by Council on 21 August 2018.

**Alternative Options**

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

**Risk Management**

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

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

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

9.7.2 Access and Disability Advisory Committee  
– Minutes of the Meeting held on Friday 1 February 2019 (cont.)

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The Access and Disability Advisory Committee Meetings provide an opportunity for advice and recommendations regarding access and equity to be presented to Strathbogie Shire Council.

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

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

**Legal / Statutory Implications**

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

**Consultation**

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

**Attachments**

- Minutes of the Access and Disability Advisory Committee meeting held on Friday 1 February 2019.





# ACCESS AND DISABILITY ADVISORY COMMITTEE

## MEETING MINUTES

1 February 2019  
Mitchelton Winery  
10am-12noon

### Attendees

|                 |                                  |                |                          |
|-----------------|----------------------------------|----------------|--------------------------|
| James Carter    | Community Representative (Chair) | Uwe Paffrath   | Strathbogie Shire        |
| Grace Kenworthy | Community Representative         | Georgina Bett  | Strathbogie Shire        |
| Amanda Watkins  | Community Representative         | Daniel Maloney | Strathbogie Shire        |
| Vicki Bell      | Community Representative         | Lauren Dainton | Access & Support Officer |
| Erica Bostock   | Community Representative         |                |                          |

### Apologies

|                    |            |                |                   |
|--------------------|------------|----------------|-------------------|
| Cr Graeme Williams | Councillor | Cameron Fraser | Strathbogie Shire |
| Cr Malcolm Little  | Councillor | Ashley Lythgo  | Intereach         |
| Cr Deb Bower       | Councillor | Tracey Reid    | Strathbogie Shire |

### 1. WELCOME MEMBERS

Georgina welcomed members of the committee and thanked everyone for their attendance.

James Carter agreed to chair this meeting.

It was agreed that the March meeting would be held at the Shire offices. The committee members noted it was important that each venue needed to be easily accessible and provide a quiet and private space.

### 2. APOLOGIES

Received from Cr Williams, Cr Little, Cr Bower, Cameron Fraser, Tracey Reid and Ashley Lythgo.

### 3. CONFIRMATION OF PREVIOUS MINUTES

Daniel Maloney moved that the minutes of the previous meeting held on 30 November 2018 be confirmed.

Amanda Watkins seconded the motion.

### 4. ACTIONS FROM PREVIOUS MEETING

| Actions                                       | Person Responsible | Status  |
|---|--------------------|---|
| 2019 meeting dates and venues to be finalised | Georgina           | Dates finalised. Venue for March meeting decided. Georgina to propose remaining venues at next meeting. |

|   |          |                       |
|---|----------|-----------------------|
| Send February meeting invitation and book venue   | Georgina | Completed             |
| Organise time for Lauren to visit Euroa to meeting everyone in Community Wellbeing and Customer Service Teams | Georgina | Completed             |
| Arrange a briefing with Councillors for Lauren to give overview of her work (in the new year)                 | Georgina | To be arranged        |
| Provide brochures/cards to Georgina for distribution to ADAC and Community Groups                             | Lauren   | Completed             |
| Look at potential disabled parking to be included in plans for new Nagambie Visitor Centre                    | Daniel   | Discussed – see below |
| Planning requested to provide update of the overpass upgrade in Anderson Street at the next meeting.          | Cameron  | Discussed – see below |

## 5. ASSETS UPDATE

### a) Euroa Visitor Centre

Plans nearly finalized and will be circulated to ADAC committee after meeting. Ramp will be provided to enable wheelchair access.

### b) Euroa RSL

Verandah extension still in concept planning phase.

### c) Nagambie Toilet Block

Toilet Block plans in design phase.

### d) Street Lighting

For all future public lighting, LED lights will be installed. Further consultation on level of lighting temperature (white light or warm light) and how this affects mobility on streets and in parks. Current thinking is that warmer light is effective for predominate pedestrian activities while white light is more effective for predominate vehicle activities.

Discussion of ownership of light poles and therefore which entity (Power Distribution Company or Local Council) will be responsible to install and maintain. Discussion on need to ensure poles available at time of installation will allow for the use of future technologies.

## **6. PLANNING UPDATE**

- a) Euroa's Strategic Plan should be ready in early March. Community Consultation will take place in late March once draft plan has been reviewed by Council officers.
- b) Violet Town & District Strategic Development Plan is under review.
- c) Anderson Street Overpass upgrade
  - Council is working with ARTC in regards to the engineering drawings submitted for the proposed overpass upgrade.
  - James noted it was important that emergency vehicles have access to Train Platform.
  - Council will provide further update when appropriate.

## **7. RURAL ACCESS OFFICER UPDATE**

This position is unlikely to be filled. Committee was disappointed about this news. James Carter moved the motion and recommended that the ADAC write to Steph and find the reason if she knew of the State Government reason for removing of financial support of this vital program.

## **8. CORRESPONDENCE AND COMMUNITY CONCERNS**

No correspondence tabled.

## **9. GENERAL BUSINESS**

Discussion about the number of businesses that do not display a disability access sign at entrance of premises.

- It was decided that further discussion on how best to address this at next meeting. It was suggested that perhaps consultation with the business committee to develop consistent approach/standard. Dan said he would bring this to Stephen Cooper's attention.
- The position of chair was discussed and agreed that it would rotate amongst the committee members for the 2019 ADAC meetings. The schedule of meetings attached to these minutes records the nominated Chair for each meeting. It may be subject to change based on availability of committee member and Councilor.
- Georgina noted that the Guide Dog flyer and Vic Health Indicators Survey 2015 Supplementary Report was tabled for committee's information.

**Next Meeting:** Euroa - Conference Room, Friday, 15 March 2019, 10am-12noon

| <b>Actions</b>   | <b>Person Responsible</b>                     |
|--|---|
| Euroa Visitor Centre plans to be circulated to ADAC  | Uwe Paffrath/Georgina Bett                    |
| Plans for Nagambie Toilet Block and Euroa RSL Verandah extension to be circulated to ADAC once preliminary design plans have been produced | Uwe Paffrath/Daniel Maloney/Georgina Bett     |
| Violet Town Development Strategy is under review.  | Daniel Maloney                                |
| Community Consultation on draft Euroa Town Development plan (late March)   | Daniel Maloney                                |
| Disability Access signs at front of businesses   | Daniel Maloney to discuss with Stephen Cooper |
| Further discussion about adopting a standard approach to signage   | Committee                                     |

### Access and Disability Advisory Committee (ADAC)

#### Meeting Schedule 2019

| <b>DATE</b>         | <b>TIME</b> | <b>LOCATION</b>                             | <b>CHAIR</b>    | <b>GUEST</b> |
|---------------------|-------------|---|-----------------|--------------|
| Friday, 1 Feb       | 11am-1pm    | Nagambie Mitchelton Winery                  | James Carter    |              |
| Friday, 15 March    | 10am-12pm   | Euroa Shire Offices                         | Erica Bostock   |              |
| Friday, 3 May       | 10am-12pm   | Strathbogie Venue TBC                       | Councillor      |              |
| Friday, 14 June     | 10am-12pm   | Violet Town Venue TBC                       | Lauren Dainton  |              |
| Friday, 26 July     | 10am-12pm   | Avenel Venue TBC                            | Grace Kenworthy |              |
| Friday, 6 September | 10am-12pm   | Euroa Venue TBC                             | Amanda Watkins  |              |
| Friday, 18 October  | 10am-12pm   | Ruffy Venue TBC                             | James Carter    |              |
| Friday, 29 November | 10am-12pm   | Longwood Venue TBC                          | Vicki Bell      |              |
| Tuesday 3 December  |             | International Day of People with Disability |                 |              |

**9.7.3 Access and Disability Advisory Committee**  
**– Draft Minutes of the Meeting held on Friday 15 March 2019**

**Author & Department**

Community Development Officer / Corporate and Community Directorate

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

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

**Summary**

Attached are the draft minutes of the Access and Disability Advisory Committee meeting held on Friday 15 March 2019.

**RECOMMENDATION**

- 1. That Council receive the draft Minutes of the Access and Disability Advisory Committee meeting held on Friday 15 March 2019.**
- 2. That Council note the Recommendations from the Access and Disability Advisory Committee meeting held on Friday 15 March 2019.**

**Background**

The aim of the Strathbogie Shire Council Access and Disability Advisory Committee is to:

- liaise with community members who live with a disability;
- provide advice and recommendations regarding access and equity to Strathbogie Shire Council; and
- support and raise community awareness of the rights of persons with a disability.

The Access and Disability Advisory Committee Terms of Reference were adopted by Council on 21 August 2018.

**Alternative Options**

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

**Risk Management**

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

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

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

9.7.3 Access and Disability Advisory Committee  
– Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The Access and Disability Advisory Committee Meetings provide an opportunity for advice and recommendations regarding access and equity to be presented to Strathbogie Shire Council.

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

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

**Legal / Statutory Implications**

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

**Consultation**

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

**Attachments**

- Draft minutes of the Access and Disability Advisory Committee meeting held on Friday 15 March 2019.

## ACCESS AND DISABILITY ADVISORY COMMITTEE



### MEETING MINUTES

15 March 2019  
Euroa Shire Offices  
10am-12noon

#### Attendees

|                 |   |                |                                     |
|-----------------|---|----------------|-------------------------------------|
| Erica Bostock   | <i>Community Representative<br/>(Chair)</i> | Uwe Paffrath   | <i>Strathbogie Shire Council</i>    |
| Grace Kenworthy | <i>Community Representative</i>             | Georgina Bett  | <i>Strathbogie Shire Council</i>    |
| Amanda Watkins  | <i>Community Representative</i>             | Daniel Maloney | <i>Strathbogie Shire Council</i>    |
| James Carter    | <i>Community Representative</i>             | Cameron Fraser | <i>Strathbogie Shire Council</i>    |
| Erica Bostock   | <i>Community Representative</i>             | Lauren Dainton | <i>Access &amp; Support Officer</i> |

#### Apologies

|                    |                                  |               |                                 |
|--------------------|----------------------------------|---------------|---------------------------------|
| Cr Graeme Williams | <i>Councillor</i>                | Vicki Bell    | <i>Community Representative</i> |
| Cr Deb Bower       | <i>Councillor</i>                | Ashley Lythgo | <i>Intereach</i>                |
| Daniel Maloney     | <i>Strathbogie Shire Council</i> |               |                                 |

#### 10. WELCOME MEMBERS

Erica welcomed members of the committee and thanked everyone for their attendance.

#### 11. APOLOGIES

Received from Vicki Bell, Cr Williams, Cr Bower, Daniel Maloney and Ashley Lythgo.

#### 12. CONFIRMATION OF PREVIOUS MINUTES

James Carter moved that the minutes of the previous meeting held on 1 February 2019 be confirmed.

Grace Kenworthy seconded the motion.

#### 13. ACTIONS FROM PREVIOUS MEETING

| <b>Actions</b>                                      | <b>Person Responsible</b> | <b>Status</b>   |
|---|---------------------------|---|
| Euroa Visitor Centre plans to be circulated to ADAC | Uwe Paffrath              | Preliminary design plans have been circulated by Uwe for initial feedback. Once issues that may affect the entrance to the VIC have been resolved, the amended plans will be circulated to ADAC to obtain further feedback. |

|  |                           |  |
|--|---------------------------|--|
| Plans for Nagambie Toilet Block and Euroa RSL Verandah extension to be circulated to ADAC once preliminary design plans have been produced         | Uwe Paffrath              | Updated plans will be circulated when available.                                     |
| Violet Town Development Strategy is under review.  | Daniel Maloney            | To be carried over   |
| Consultation with community regarding Euroa Strategic Plan to take place late March  | Daniel Maloney            | To be carried over   |
| Disability Access signs displayed on front door/wall of businesses.<br><br>Further discussion about adopting standard approach to display of signs | Georgina<br><br>Committee | Georgina to follow up with Council the procedure to be followed and design of access |

#### 14. ASSETS UPDATE

##### e) Euroa Visitor Centre

James commented that handrail should be looped rather than straight out. The issue is one of safety i.e. sharp/straight rail.

Site Plan: James noted that there was no accessible staff parking bays marked on plan. He suggested there should be one. Uwe said this was due to the issue of the floor level. Discussion around floor level and accessible parking ongoing.

**ACTION:** Preliminary design plans have been circulated by Uwe for initial feedback. Once issues that may affect the entrance to the VIC have been resolved, the amended plans will be circulated to ADAC to obtain further feedback.

##### f) Nagambie Toilet Block

Nagambie Toilet Block: Review and amendment of plans ongoing; water supply to be used in block under discussion.

**ACTION:** Updated plans will be circulated when available.

##### g) Euroa RSL Verandah

Plans being redrafted for verandah extension, to ensure external accessibility to the existing internal toilets by the RSL without interference to the Third Age Club.

##### h) Violet Town Expansion Plan

Cam Fraser reported that Daniel Maloney met with Violet Town community groups to discuss strategy. Once strategy finalized it will be submitted to Council for review and approval. The plan will need to align with Council and Community Plans.

**ACTION:** The approved plan will be circulated to the wider community for consultation.



**i) Euroa Township Strategic Plan**

The plan is currently on hold due to the ARTC program. Once ARTC plan is closer to finalization the strategic plan will go to Council for review and comment. Plan will then be issued to the community for consideration and consultation.

**j) Accessibility Signage**

Committee discussed importance of having accessibility signs clearly displayed on the front of public and commercial buildings to assist those with a disability. Good access equals good business.

**ACTION:** Georgina to follow up with Council the procedure to be followed and design of access signs.

**k) Euroa Traveller's Rest**

ADCA reviewed the supplied plans and found the design to be appropriate for the intended uses

The funding for the proposed works, separated into three stages, shall be considered by Council.

Stage 1: Decking board will be constructed over the top of existing uneven concrete surface (running along creek).

Stage 2: Current decking at the Traveller's Rest to be replaced with more durable material.

Stage 3: Existing split level asphalt access path to be replaced with all accessibilities ramp, including kerb, kerb rail, handrail and landings.

**l) General**

Footpath renewal program is almost completed within Nagambie and the missing link between footpaths just east of the Primary School in the process of being constructed.

The proposed crossing formalisation over Kirkland Avenue, outside Burtons, is to commence within the next week. The works entail a kerb extension which would result in a shorter distance to cross the road.

Council's Bicycle and Walking Path Strategy is under review. James recommended that, as part of the review, to refer to the Euroa Town Ship Plans drawn up some 10 years, as it contains recommendations from ADAC.

**ACTION:** Georgina to search for Euroa Township Plans drawn up about 10 years ago.

James commended Council on the repair work done on footpath outside "The Corner Store" (Clifton Street).

Grace asked about proposed pathway work on Anderson Street in Avenel. Uwe said that Council was aware of it as it forms part of Council's Bicycle and Walking Path Strategy.

## 15. PLANNING UPDATE

### Whroo Vale Estate

Discussion about what could be done to enhance the liveability of Whroo Vale Estate. Erica suggested the planting of trees would soften the appearance of the estate.

Work continuing in relation to the installation of exercise equipment along the APEX track in Euroa.

## 16. RURAL ACCESS OFFICER UPDATE

Georgina advised that funding for Rural Access Officer had been extended to end of 2019. The Greater Shepparton Shire advertised internally and externally for the role, however, they did not receive any applications. As a result they have handed the funding back to DHHS.

There was considerable discussion in relation to the importance of the role until the end of December 2019. Lauren Dainton expressed interest in the role.

## 17. CORRESPONDENCE AND COMMUNITY CONCERNS

James tabled email in relation to his appointment to the V-Line Disability Reference Group representing the Goulburn Valley & North East Victoria region. The committee congratulated James on his appointment.

## 18. GENERAL BUSINESS

- **Avenel Railway Crossing**

Grace advised signage and lines at crossing were confusing and need to be moved/removed. Uwe advised that this was a VicRoads project, however, he was looking at funding options to get major funding for improvements. This is a two year plan.

Further discussion about railway crossings within the Shire, ARTC involvement and wish to improve layout of railway crossings for all users, will be discussed at future meetings once further details come to hand.

**ACTION:** Review the railway crossings within the Shire in September 2019.

- **Nagambie Railway Station**

James lead a general discussion about the Nagambie Station, rail line and shelter all needed updating to improve accessibility. In relation to the shelter, suggested that the Nagambie Action Group and Senior Citizens may be able to provide assistance.

There is no facility to use the myki ticketing system. Ticketing system also requires improvement for all passengers.

However this is outside the scope of the ADAC.

- **Collaboration between Shepparton and Strathbogie Access and Disability Advisory Committees**

James Carter suggested it may be worth meeting with the Shepparton ADAC to have a general discussion about the difficulties they face and their approach to improving access.

**ACTION:** James to draft letter to Shepparton ADAC re possible collaboration between our two ADAC committees. Letter to be tabled for review and approval by Strathbogie ADAC before it is despatched.

**a. Access to Public and Commercial Buildings**

James spoke about front door access to public and commercial buildings. He noted that very few buildings provided this access and that back door access made people with a disability feel like second class citizens. James proposed that Council should adopt a policy that in the future renovated or new public and commercial buildings should have front door access. He also suggested a meeting with the Shire's Chamber of Commerce.

**ACTION:** James to prepare and distribute to the ADAC committee a draft agenda for the meeting with Council's representative to discuss Good Access = Good Business

**RECOMMENDATION:** James moved that a recommendation be put to Council that Council Policy should state that in future any renovated or new public or commercial buildings should have front door access.

This recommendation was seconded by Grace Kenworthy.

Meeting closed at 11.33am

**Next Meeting:** Strathbogie – Strathbogie General Store, 3 May at 10-12noon

| <b>Actions</b>   | <b>Person Responsible</b> |
|--|---------------------------|
| Look at potential disability parking to be included in plans for new Visitors Centre   | Daniel – carried over     |
| Distribution of amended plans for Nagambie Toilet block  | Uwe Paffrath              |
| Circulate approved plans of Violet Town Expansion  | Dan Maloney               |
| Distribute amended strategic plans for Euroa Township  | Uwe Paffrath              |
| Prepare and distribute to the ADAC committee a draft agenda for the meeting with Council's representative to discuss Good Access = Good Business | James Carter              |
| Distribute revised Euroa Visitor Centre plans  | Uwe Paffrath              |
| Identify any procedures or requirements regarding placement of accessibility signs on public and commercial buildings                            | Georgina                  |
| Find and distribute plans drafted approximately 10 years ago of Euroa Township Strategy  | Georgina                  |
| Draft a letter to Shepparton ADAC suggestion possible collaboration with Strathbogie ADAC and Strathbogie ADAC for discussion by committee.      | James Carter              |
| Review the railway crossings within the Shire in September 2019.   | Uwe Paffrath              |

| <b>Recommendation</b>  | <b>Proposed</b> | <b>Seconded</b> |
|--|-----------------|-----------------|
| Recommendation be put to Council that Council Policy should state that in future any renovated or new public or commercial buildings should have front door access | James Carter    | Grace Kenworthy |

| Access and Disability Advisory Committee (ADAC) |           |   |                 |       |
|---|-----------|---|-----------------|-------|
| Meeting Schedule 2019                           |           |   |                 |       |
| DATE  | TIME      | LOCATION                                    | CHAIR           | GUEST |
| Friday, 1 Feb                                   | 11am-1pm  | Nagambie<br>Mitchelton<br>Winery            | James Carter    |       |
| Friday, 15 March                                | 10am-12pm | Euroa<br>Shire Offices                      | Erica Bostock   |       |
| Friday, 3 May                                   | 10am-12pm | Strathbogie<br>Strathbogie<br>General Store | Councillor      |       |
| Friday, 14 June                                 | 10am-12pm | Violet Town<br>Venue TBC                    | Lauren Dainton  |       |
| Friday, 26 July                                 | 10am-12pm | Avenel<br>Venue TBC                         | Grace Kenworthy |       |
| Friday, 6 September                             | 10am-12pm | Euroa<br>Venue TBC                          | Amanda Watkins  |       |
| Friday, 18 October                              | 10am-12pm | Venue TBC                                   | James Carter    |       |
| Friday, 29 November                             | 10am-12pm | Longwood<br>Venue TBC                       | Vicki Bell      |       |
| Tuesday 3 December                              |           | International Day of People with Disability |                 |       |

**9.7.4 Strathbogie Shire Council Audit Committee**  
**- Draft Minutes of the Meeting held on Friday 15 March 2019**

**Author / Department**

Group Manager, Corporate and Community / Corporate and Community Department

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

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

**Summary**

Attached are draft unconfirmed Minutes of the Audit Committee meeting held on Friday 15 March 2019.

Amongst items considered by the Committee were:

- Internal Audit on Information Technology and Cyber Security
- Internal Audit on Governance
- Audit Strategy Budget and Council Plan timetable
- Banking Tender
- Risk Management update

**RECOMMENDATION**

1. **That the draft Minutes of the Audit Committee meeting held on Friday 15 March 2019 be received.**
2. **That Recommendations from the Audit Committee be endorsed.**

**Background**

The Strathbogie Shire Council Audit Committee is a Committee appointed by Council and pursuant to Section 139 of the Local Government Act 1989.

The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, good corporate governance, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

**Alternative Options**

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

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

**Risk Management**

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

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

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

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

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

**Legal / Statutory Implications**

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

**Consultation**

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

**Attachments**

- Draft Minutes of the Strathbogie Shire Council Audit Committee meeting held on Friday 15 March.

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)



**STRATHBOGIE SHIRE COUNCIL**

**Minutes of a meeting of the Strathbogie Shire Council Audit Committee held on Friday  
15 March 2019 in Meeting Room 2 at the Strathbogie Shire Council Offices,  
commencing at 9.30 a.m.**

|                           |                           |  |
|---------------------------|---------------------------|--|
| <b>Committee Members:</b> | Ms Claire Taranto (Chair) | - Community Representative               |
|                           | Mr Robert Gardner         | - Community Representative               |
|                           | Mr Alister Purbrick       | - Community Representative               |
|                           | Cr Graeme Williams        | - Council Representative                 |
| <b>Officers:</b>          | Mr Steve Crawcour         | - Chief Executive Officer                |
|                           | Mr David Roff             | - Group Manager, Corporate and Community |
|                           | Mr Chaminda Ranwala       | - Manager Finance                        |
| <b>Internal Auditors:</b> | Mr Brad Ead               | - AFS & Associates                       |
| <b>External Auditors:</b> | Jonathan Kyvelidis        | Victorian Auditor-General's Office       |

1. Welcome
2. Acknowledgement of Traditional Land Owners

*'I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present, and the more recent custodians of the land'*

3. Apologies

|                |   |
|----------------|---|
| Mr Phil Howard | - Director, Innovation and Performance / Deputy CEO |
| Mr Jeff Saker  | - Group Manager Community Assets                    |

4. Disclosure of Interests

Nil.

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

5. Confirmation of Minutes

Confirmation of the Minutes of the Audit Committee meeting held on 14 December 2018

08/19 **ALISTER PURBRICK/GRAEME WILLIAMS** : *That the Minutes of the Audit Committee meeting held on 14 December 2018 be confirmed*

**CARRIED**

6. Business

7. Items raised by Committee Members

8. Next Meeting



9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

| 6.  | Business   | Report Page No. |
|-----|--|-----------------|
| 6.1 | Internal Audit Reports: <ul style="list-style-type: none"> <li>• Information Technology and Cyber security</li> <li>• Governance</li> <li>• Review of Past Issues</li> <li>• Program Status update</li> <li>• Audit Committee quarterly update for Councils</li> <li>• Asset Reporting</li> <li>• Contract Management</li> <li>• VAGO Performance Audit</li> </ul> | 1               |
| 6.2 | Audit Strategy 2018/19   | 2               |
| 6.3 | 2019/20 Budget and Council Plan Update   | 3               |
| 6.4 | Banking Tender   | 3               |
| 6.5 | Rate Arrears   | 5               |
| 6.6 | Key Strategic Indicators <ul style="list-style-type: none"> <li>• Customer Statistics</li> <li>• Human Resources data</li> </ul>   | 6               |
| 6.7 | Risk Management Update   | 6               |
| 6.8 | Shared Services Update   | 7               |
| 6.9 | Investigations / Chief Executive Officer Reports   | 7               |
| 7.  | <b>Items Raised by Committee Members</b>   | 8               |
| 8.  | <b>Next Meeting - Friday 14 June 2019</b>  | 8               |

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

6. **BUSINESS**

6.1 **Internal Audit Reports**

Completed

For the information of Audit Committee members, copies of the following reports were provided for review:

- Information Technology and Cyber security
- Governance

Review of Past Issues

A detailed review of Past issues has been conducted in conjunction with the Internal Auditor and two documents were provided for the Committee to consider:

- **2019-02 Review of Past Issues** which recommends that 2 items be removed as completed
- A Summary of the balance of issues which has been investigated in detail and notes have been provided by officers and the Internal Auditor to facilitate a concerted attempt to have those items addressed , some of which are ongoing in nature.

Program Status Update and Audit Committee quarterly update for Councils

were provided for the information of the Committee.

Internal Audits in Progress

*Asset Data Recording*

In addition to the Internal Audit program, a Review of Asset Management reporting processes has been undertaken to look at the linkages and processes between the Financial and Assets systems, matters which have been the subject of previous comment in audit reports. The Draft Report has been received and workshopped by relevant staff, and comments are in the process of being finalised so they can be provided to AFS to enable issuing of the Final Report.

*Contract Management and Outsourced Services*

Fieldwork has been completed and a Draft report issued for Management comment, which is in the process of being recorded

VAGO Performance Audit

As part of the Auditor General's program of Performance Audits, Strathbogie was one of 4 Councils selected for an assessment of Fraud Management controls .

Field work is complete and a report is scheduled for release in May.

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

6.1 Internal Audit Reports (cont.)

**RECOMMENDATION**

**That the Internal Audit Reports:**

**2018-05 Information Technology and Cyber Security  
2018-07 Governance**

**be noted.**

**That:**

**Review of Past Issues**

**Program Status Update and Audit Committee quarterly update for Councils**

**Internal Audits in Progress**

**VAGO Performance;**

**be noted.**

*09/19 **GRAEME WILLIAMS/ALISTER PURBRICK** : That the Recommendation  
be adopted.*

**CARRIED**

6.2 Audit Strategy 2019/20

The proposed Audit Strategy for 2019/20 is currently being finalised and will be provided to the Committee for discussion and noting when it is received.

**RECOMMENDATION**

**That the Committee note the Audit Strategy for 2019/20.**

*10/19 **ROBERT GARDNER/ALISTER PURBRICK** : That the Recommendation  
be adopted.*

**CARRIED**

9.7.4 Strathbogrie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

**6.3 Budget and Council Plan 2019/20 Update**

The Budget and Council Plan Review for 2019/20 are currently under preparation to meet the timetable provided to Committee members.

To date activities have included:

Council Plan Review

- Review of progress against existing actions
- Workshop of current document with Councillors
- Input from management team
- The document will be further considered by Council on 19 March

Budget

- Midyear review adopted by Council at its February meeting
- Development of detailed Draft 10 Year Capital Works Program (new)
- Input of that draft into Long Term Financial Plan module (new)
- Review of Operating Budget
- Review of Fees and Charges
- Modelling of Rating scenarios following receipt of annual revaluation data

**RECOMMENDATION**

**That Budget and Council Plan progress be noted.**

11/19 **GRAEME WILLIAMS/ALISTER PURBRICK** : *That the Recommendation be adopted.*

**CARRIED**

**6.4 Banking Tender**

Following expiry of its previous contract for the provision of Banking and Bill Payment Services, Council invited quotations from suitably qualified and experienced providers for banking and bill payment processing services for the period commencing 1st July 2019 for a period of three (3) years.

It was the preference of Council to award the Contract to a single service provider, who would complete all banking requirements associated with day to day Council banking functions, and all functions associated with the receipting of transactions for rate payments, and other payments made to and by Council. The Council Corporate Card Programme was excluded from this offer.

An Evaluation Panel was established comprising:

- Group Manager Corporate and Community
- Manager Finance
- Contracts and Procurement Officer

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

6.4 Banking Tender (cont.)

External assistance was engaged to assist in both preparation of the specification and evaluation of responses which were to be evaluated on the following attributes:

| Attribute   | Weighting % |
|---|-------------|
| <b>Price</b><br>Based on calculations across high volume channels.  | 40%         |
| <b>Product Sophistication</b><br>Ability to meet Council processing requirements, security levels and data import specifications  | 20%         |
| <b>Relationship Management Support</b><br>Support team applied including location, use of help-desks.   | 10%         |
| <b>Commitment to the Community</b><br>Information provided on sponsorships, grants, participation and other support including Branch representation.  | 10%         |
| <b>Ability to Implement</b><br>Project management approach over an 8-week period. This measure is to include proposed changeover costs should implementation of a new Contractor be required. | 5%          |
| <b>Degree of innovation</b><br>New products and strategies to assist Council and ratepayers with a focus on migration from paper to electronic channels.                                      | 15%         |

The broad timetable to be followed was:

|  |                                   |
|--|-----------------------------------|
| Tender advertised                      | Tuesday 20 November 2018          |
| Tender closes                          | 2.00 p.m. Monday 31 December 2018 |
| Preparation for submission to Council  | By 31 January 2019                |
| <b>Submission to Audit Committee</b>   | <b>By mid-March 2019</b>          |
| Council approval and Tenderers advised | By mid-April 2019                 |
| New contract signed                    | By end April 2019                 |
| Implementation begins (if required)    | 1 May 2019                        |
| Implementation completed               | 30 June 2019                      |
| Go "live" date                         | 1 July 2019                       |

The above timetables have been adhered to and a detailed Evaluation report prepared.

A verbal update was provided to the Committee.

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

6.4 Banking Tender (cont.)

**RECOMMENDATION**

**That the update be noted.**

12/19 **ROBERT GARDNER/ALISTER PURBRICK** : *That the Recommendation be adopted.*

**CARRIED**

6.5 Rating Arrears

Previous Audit Committee meetings have discussed the issue of rate arrears and how that is managed. Essentially rate notices are issued which is then followed up with a Reminder Notice, and should the ratepayer either not pay or make an arrangement the matter is referred to Council's debt collection agency for recovery, with costs of such action being recoverable from the ratepayer. The situation at 30 June of the previous 3 financial years is as follows:

| Year    | Levy as per Annual Accounts | Outstanding balance end of financial year | % Outstanding |
|---------|-----------------------------|---|---------------|
| 2015/16 | 17,234,171                  | 1,114,050                                 | 6.5           |
| 2016/17 | 18,066,579                  | 1,141,194                                 | 6.3           |
| 2017/18 | 18,525,521                  | 1,173,549                                 | 6.3           |

Of the amount outstanding at 30 June 2018, \$101,318 related to Fire Services Levy which is passed on to State Government.

Since that date, there has been an additional rate levy, payments and one instalment is not due yet. At the current date, rates worth \$366,000 are subject to regular payment arrangements and \$261,000 are subject to legal action.

**RECOMMENDATION**

**That the information be noted.**

13/19 **ALISTER PURBRICK/GRAEME WILLIAMS** : *That the Recommendation be adopted.*

**CARRIED**

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

**6.6 Key Strategic Indicators**

Provided to Audit Committee members for information were:

- Customer Service Statistics
- Human Resources Reports

**RECOMMENDATION**

**That these items be noted.**

*14/19 **ROBERT GARDNER/ALISTER PURBRICK** : That the Recommendation be adopted.*

**CARRIED**

**6.7 Risk Management Update**

Risk appetite represents how much risk Council is willing to take on to achieve our strategies and goals. The risk appetite statement (RAS) is a shared understanding of what is acceptable and unacceptable risk taking at Council. This statement helps to avoid personal perceptions and biases that can adversely influence risk based decisions.

Council's draft risk appetite and tolerance statements were scheduled for further development when the Risk Management Framework went to the Audit Committee for approval at its previous meeting and now that now the RAS statement is finalised in regards to what Council's tolerances would be, it now needs to be presented to the Audit Committee for approval.

**RECOMMENDATION**

**That the Committee approve the Risk Appetite Statement.**

*15/19 **GRAEME WILLIAMS/ALISTER PURBRICK** : That the Recommendation be adopted.*

**CARRIED**

9.7.4 Strathbogie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 15 March 2019 (cont.)

**6.8 Shared Services Update**

An update was provided on the Shared Services project.

**RECOMMENDATION**

**That the verbal report be noted.**

*16/19 **GRAEME WILLIAMS/ALISTER PURBRICK** : That the Recommendation be adopted.*

**CARRIED**

**11.10 a.m.**

**Mr Robert Gardner left the meeting due to another commitment.**

**6.9 Investigations / Chief Executive Officer Reports**

A verbal briefing on any investigations currently being undertaken by Council was provided.

**RECOMMENDATION**

**That the verbal report be noted.**

*17/19 **ALISTER PURBRICK/GRAEME WILLIAMS** : That the Recommendation be adopted.*

**CARRIED**

**7. ITEMS RAISED BY COMMITTEE MEMBERS**

**8. NEXT MEETING**

Friday 14 June 2019

***THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11.45 A.M.***



**9.7.5 Sustainable Development Reference Group**  
**- Draft Minutes of the Meeting held on Thursday 14 March 2019**

**Author & Department**

Team Leader Climate Change and Environment, Community Assets Directorate

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

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

**Summary**

Included are recommendations and report from the Sustainable Development Reference Group held on 14 March 2019.

**RECOMMENDATION**

1. That Council accept the Sustainable Development Reference Group draft minutes of the meeting held on Thursday 14 March 2019, as presented.
2. That Council notes Item 7 in the Minutes of the Sustainable Development Reference Group meeting of Thursday 14 March 2019, and investigates these points further.
3. That Council send a letter congratulating the Victorian Civil and Administrative Tribunal and Department of Environment, Land, Water and Planning, on supporting evidence-based decisions on retaining biodiversity in over-cleared landscapes to the Regional Manager, Department of Environment, Land, Water and Planning (c.c. Secretary).

**Background**

1. The SDRG and its serving Councillors acknowledge the efforts that Strathbogie Shire Council has made in previous years to acknowledge climate change with the Municipal Association of Victoria, in the 2013 and 2017 Council Plans, and in commissioning significant studies such as the *2011 Strengthening Strathbogie in a Changing Climate: Risk Assessment and Adaptation Strategy*.
2. The SDRG felt that although climate change is a term commonly used to access funding, in the media, and in general conversation, that many in Council and the community do not have all the facts in an accessible, easy to read format. Climate Science is not often discussed as a profession, nor are the indicators climate scientists use to inform us that climate change is an imperative, readily available.
3. The SDRG feels that the Climate Change Position Statement for Strathbogie Shire Council, which is common in many organisations, is an information tool, and can act as a point of reference for Strathbogie Shire Council when making decisions and communicating about climate change.

9.7.5 Sustainable Development Reference Group  
- Draft Minutes of the Meeting held on Thursday 14 March 2019 (cont.)

4. Specific to rural areas the combined financial, social and environmental burden of climate change presents significant risks to Council and the community as identified back in the 2011 *Risk Assessment and Adaptation Strategy*. It identified a number of extreme risks with 'catastrophic' consequences due to climate change which included:
  - a. Reduced availability of water for emergency services
  - b. Isolation of communities due to bushfires
  - c. Increased anxiety and stress leading to loss of life
  - d. Lack of compliance with bushfire/flooding protection conditions
5. The SDRG recognises rural councils like Strathbogie Shire Council have limited resources, but are already experiencing profound climate changes in their regions like the above risks. Since joining the Climate Council's City Power Partnership and Victorian Government's Take2 pledge programs in 2017 Council is viewed by many of its contemporaries as a leader in this space which is taking action on these issues, and enhancing local knowledge.
6. The SDRG recognise the significant support and opportunities that joint action brings to our programs and community. In December 2016 Darebin City Council passed a resolution "*Council recognises that we are in a state of climate emergency that requires urgent action by all levels of government, including by local councils*". This follows some 425 Councils across the world covering nearly 50million citizens, declaring a climate emergency. A summary of their latest news can be found here <https://climateemergencydeclaration.org/category/news/>

The Following motion was then passed at the MAV State Council with a 77% majority:

**Motion 56. Climate Change**

**Submitting Council: Darebin City Council**

**Motion:**

***That the MAV recognise that:***

- (a) we are in a state of climate emergency that requires urgent action by all levels of government, including local councils***
- (b) human induced climate change stands in the first rank of threats to humans, civilisation and other species***
- (c) it is still possible to restore a safe climate and prevent most of the anticipated long-term climate impacts – but only if societies across the world adopt an emergency mode of action that can enable the restructuring of the physical economy at the necessary scale and speed;***
- (d) the MAV has a particular role in assisting local governments in this regard.***

7. By declaring a Climate Emergency Strathbogie Shire Council sends a strong signal to our community and our contemporaries that we recognise the depth of the climate issue, and are prepared to mitigate and adapt with new partners, knowledge, eco business and approaches.

9.7.5 Sustainable Development Reference Group  
- Draft Minutes of the Meeting held on Thursday 14 March 2019 (cont.)

**Alternative options**

As per the Sustainable Development Reference Group Charter, all options are considered and recommended by the Sustainable Development Reference Group to Council.

**Risk Management**

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

**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, including the draft Sustainable Strathbogie 2030 Strategy.

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

The author of this report considers that the report is consistent with Best Value, National Competition Policy and competition and consumer Act requirements have been considered and applied in development of the report and recommendations.

**Financial/Budgetary implications**

The author of this report considers that the recommendations have no capital or recurrent budget considerations.

**Economic implications**

The Sustainable Development Reference Group considers that the recommendations lead to positive economic outcomes for Council and the broader community.

**Environmental/Amenity implications**

The Sustainable Development Reference Group considers that the recommendations lead to positive environmental and amenity outcomes for Council and the broader community.

**Community implications**

The Sustainable Development Reference Group considers that the recommendations lead to more equitable engagement outcomes for Council and the broader community.

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

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

**Legal/Statutory implications**

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

9.7.5 Sustainable Development Reference Group  
- Draft Minutes of the Meeting held on Thursday 14 March 2019 (cont.)

**Consultation**

The Sustainable Development Reference Group members are drawn from members of the Strathbogie Shire community for the purposes of more transparent consultation with residents. No broader consultation for these recommendations was required.

**Attachments**

- Draft Sustainable Development Reference Group Minutes – March 2019.

## SUSTAINABLE DEVELOPMENT REFERENCE GROUP MEETING MINUTES



Thursday 14 March 2019  
Conference Room, Council Offices  
5.30pm – 6.30pm

### Committee

|                    |                               |                 |                         |
|--------------------|-------------------------------|-----------------|-------------------------|
| Cr Kate Stothers   | Councillor                    | Cr Deb Bower    | Councillor              |
| Charlie Brydon     | Friends of the Sevens Creek   | Peter Robinson  | Vic Farmers Federation  |
| David Jamieson     | Strathbogie Pine Action Group | Carole Hammond  | Strathbogie Shire       |
| Anna Toland        | Agricultural Sector           | Shirley Saywell | Euroa Environment Group |
| Carolena Helderman | Euroa Arboretum               | Jeff Saker      | Manager Assets          |

### 1. WELCOME MEMBERS AND ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Owners of the land on which we are meeting. We pay our respects to their Elders, past and present and emerging.

### 2. CONFLICT OF INTEREST DECLARATIONS

Conflicts of interest in relation to any of the items on the meeting agenda are to be declared by all attendees. Unaffected committee members are to determine and justify the extent the affected member should or should not participate in the discussion and voting on the agenda item, and minute this for the record.

**No conflicts were recorded.**

### 3. APOLOGIES

P Scott, P Robinson, J Saker, A Toland

### 4. MATTERS ARISING FROM PREVIOUS (February) MINUTES

- ACTION: Carole to also scope survey questions on Survey Monkey. Place article into School Newsletters and create Poster.
- ACTION: Cr Deb Bower to take to Tourism Arts and Culture Group
- ACTION: Presentation of the Sustainable Strathbogie 2030 Strategy, Survey and Art Competition to local schools
- ACTION: Council to send letter congratulating VCAT & DELWP, and supporting evidence-based decisions on retaining biodiversity in over-cleared landscapes to Regional Manager DELWP (cc Secretary)
- ACTION: Carole to prepare a Report for the Mayor to present on behalf of Strathbogie Shire Council to the MAV State Council outlining the issues and opportunities of the Roadside Weed and Pest Program.
- ACTION: David Jamieson to discuss the auspice of an urban landcare group with the Granite Creeks Landcare Network.
- ACTION: Upcoming Agenda Item – “Roadside Tree Removal and Management”.
- ACTION: Kate to invite Carole to the next CFA Captains Meeting.
- ACTION: Carole to finalise Council TFN Report (2<sup>nd</sup> Gen) with clear recommendations.

**Owing to the short meeting time, March Matters Arising was held to the April 2019 Meeting.**

## **5. ACCEPTANCE OF MINUTES**

### **RECOMMENDATION:**

That the February minutes of the Sustainable Development Reference Group be accepted.

**MOVED – Shirley S.**

**SECONDED – David J.**

## **6. SEVEN CREEKS WATERWAY PRESENTATION**

Jim Castles of the Goulburn Broken CMA presented on the work of the Strathbogrie Streams program, targets, and achievements for the four year program.

- For Hughes - Macquarie perch and Seven Creeks – Macquarie Perch and Trout Cod
- Signage – Seven Creeks and Hughes about fishing and closed areas
- Installation of alternative watering points 4 yr target 44.4% complete
- Completion of 6.09 fencing Hughes
- Grazing regime changes over 228HA of riparian land
- 6 riparian agreements on Hughes
- Seven Cks outputs down slightly
- 1 alternative watering point
- 4.2ha woody weed control
- 19.3 ha Grazing Regime Change
- 4 Rock Groynes
- Giving money to Landcare and CMNs
- Southern Pygmy perch 2 to 123 over 5 years
- Red fin went crazy in Seven Creeks 294 and 46 Carp
- Evidence of illegal fishing (skeletal remains)
- Fish in poor condition because of lack of food
- Red fin and carp eradication 2017/18 – so not eating the babies of MP and TC
- Fish deaths in Seven Creeks recently – lack of oxygen
- Now having weekly updates from CMA and ARI in Hughes, Seven, King Parrot
- Fish will get taken to Snobs creek if flows get too low as a risk management strategy.

**ACTION:** David J. to talk to Sue Kosch about funding for woody weeds in riparian areas (Strathbogrie).

**ACTION:** Carole to speak to Carolena to get location for Jim on Manna Gums near Dykes Road roadside.

## **7. STRATHBOGRIE SHIRE COUNCIL CLIMATE CHANGE POSITION STATEMENT**

For discussion. Carole presented the draft Climate Change Position Statement, confirming that it is built on facts and evidence based climate science.

Cr Stothers talked to another initiative, Darebin City Council's call to declare a Climate Emergency <https://climateemergencydeclaration.org/> with the list of Councils who have declared <http://www.caceonline.org/councils-that-have-declared.html>

### **RECOMMENDATIONS:**

1. That SDRG recommend Council build on what it has included in past resolutions and acknowledge previous work in this area.
2. That SDRG propose Council join other local government councils and declare a climate emergency.
3. That SDRG recommend Council endorse the Climate Change Position Statement.

**MOVED – Shirley S.**

**SECONDED – Cr Deb B.**

**8. SUSTAINABLE STRATHBOGIE 2030 STRATEGY: CONSULTATION**

Discussion on timelines and activities. It was agreed that an art and photography competition was too extensive for the resources that council has, and that a series of workshops across the Shire was more effective and doable. Suggestion for a 'walk and talk' style workshop to engage people in offering feedback. A couple of venues were mentioned as opportunities.

**ACTION:** Carole to continue working on consultation and email group with info updates.

**9. OTHER BUSINESS**

**10. REVIEW OF ACTIONS**

**11.AGENDA ITEMS FOR NEXT MEETING**

SDRG – Terms of Reference, Priorities and Sub-committees

**9.7.6 2017 – 2021 Strathbogie Shire Council Plan (2019 Review) (incorporating the 2019/20 to 2023/24 Strategic Resource Plan)**  
**- Amended Actions and Strategic Indicators for Year Ending 30 June 2020**

**Author / Department**

Group Manager, Corporate and Community / Corporate and Community Directorate

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

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

**Summary**

In accordance with the requirements of Section 125 of the Local Government Act 1989, Council has amended the Actions and Strategic Indicators to its 2017 – 2021 Council Plan, which incorporates the 2019/20 to 2023/24 Strategic Resource Plan. Copies of the draft amendments to the Council Plan have been circulated to Councillors and a copy will be tabled for information and identification purposes, and appended to the Minutes of the meeting. The Strategic Resource Plan will also be tabled for information and identification purposes, and appended to the Minutes of the meeting. Council is required, under Section 125 (2) (c), to exhibit the changes for comment to the public for at least 28 days, under Section 223 of the Act, when the Strategic Indicators which monitor achievement of the objectives have changed.

A resolution of Council is now required to give public notice that the amended Council Plan will be available for inspection, in accordance with Section 125 (9) of the Act, from 19 April 2019. Submissions will close at 5.00 pm on Tuesday 21 May 2019. A Special Council meeting will be held on Tuesday 11 June 2019 to receive / hear submissions to the amended Council Plan.

**RECOMMENDATION**

- 1. That the adjustment to the strategic indicators and actions in the draft amended Council Plan be proposed.**
- 2. That the Chief Executive Officer be authorised to give public notice of the proposed adjustments in accordance with Sections 125 and 223 of the Local Government Act 1989. Submissions will close at 5.00 p.m. on Tuesday 21 May 2019.**
- 3. That Council considers any:**
  - (a) submission on the proposed adjustments made in accordance with Sections 125(9) and 223 of the Local Government Act 1989, and**



9.7.6 2017 – 2021 Strathbogie Shire Council Plan (2019 Review) (incorporating the 2019/20 to 2023/24 Strategic Resource Plan)  
- Amended Actions and Strategic Indicators for Year Ending 30 June 2020 (cont.)

RECOMMENDATION (cont.)

**(b) recommendations or Notices of Motion to make the adjustments proposed**

**at a Special Meeting of Council to be held on Tuesday 11 June 2019, commencing at 5.00 p.m. at the Euroa Community Conference Centre.**

- 4. That Council adopt the 2017-2021 Strathbogie Shire Council Plan (2019 Review) at a Special Meeting of Council to be held on Tuesday 25 June 2019, commencing at 5.00 p.m. at the Euroa Community Conference Centre.**

**Background**

Council is required at least once in each financial year under the Local Government Act 1989 Section 125 (7) to consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan. As such, Council has reviewed the 2017 – 2021 Council Plan and adjusted the Actions and Strategic Indicators for year ending 30 June 2020.

The Council Plan is a strategic document of Council that sets its Vision / Mission / Goals and Objectives for the (4) four year term of the Council. The Actions that sit under each Goal ensure the organisation delivers what the Council has set as its long term strategic vision for its community.

**Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternatives. No feasible alternatives have been identified as it is a requirement of the Local Government Act 1989

**Risk Management**

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

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

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

9.7.6 2017 – 2021 Strathbogie Shire Council Plan (2019 Review) (incorporating the 2019/20 to 2023/24 Strategic Resource Plan)  
- Amended Actions and Strategic Indicators for Year Ending 30 June 2020 (cont.)

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

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

**Financial / Budgetary Implications**

The author has advised that the actions identified in the 2017 – 2021 Council Plan (2019 Review) are funded through the 2019/20 Draft Budget.

**Economic Implications**

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

**Environmental / Amenity Implications**

The author has identified environmental benefits through the initiatives detailed in the 2017 – 2021 Council Plan (2019 Review).

**Community Implications**

The author of this report has identified significant community and / or social benefits for the community as detailed in the 2017 – 2021 Council Plan (2019 Review).

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

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

**Legal / Statutory Implications**

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

**Consultation**

The community will have an opportunity under Section 223 of the Local Government Act 1989 to make comments / submissions on the 2017 – 2021 Council Plan (2019 Review).

**Attachments**

Nil.

**Tabled Document/s**

- Draft 2019 Review of 2017-2021 Council Plan
- Draft Strategic Resource Plan 2019/20 - 2023/24

**9.7.7 Draft 2019/20 Strathbogie Shire Council Budget**  
**- Preparation of Budget for Exhibition and Comment**

**Author & Department**

Group Manager, Corporate and Community / Corporate and Community Directorate

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

Officers providing advice in relation to this report do not have a direct or indirect interest, as provided in accordance with the Local Government Act 1989.

**Summary**

In accordance with the requirements of Section 127 of the Local Government Act 1989 (the Act), Council has prepared a budget for the financial year ending 30 June 2020.

Copies of the draft Budget have been circulated to Councillors for their information. A copy of the draft Budget will be tabled at the meeting for identification purposes, and will be appended to the Minutes of the meeting.

A resolution of Council is now required to give public notice that the budget will be available for inspection, in accordance with Section 129 of the Act.

Submissions on the proposed budget will be invited in accordance with Section 223 of the Act. Submissions will close at 5.00 pm on Tuesday 21 May 2019. A Special Council meeting will be held on Tuesday 11 June 2019 to receive / hear submissions to the draft Budget.

**RECOMMENDATION**

- 1. That the draft Budget annexed to this resolution and initialled by the Mayor for identification be the budget prepared by Council for the purposes of Section 127 of the Local Government Act 1989.**
- 2. That the Chief Executive Officer be authorised to give public notice of the preparation of such budget, in accordance with Sections 129 and 223 of the Local Government Act 1989. Submissions will close at 5.00 p.m. on Tuesday 21 May 2019.**
- 3. That Council receive / hear any submission on any proposal (or proposals) contained in such budget, made in accordance with Sections 129 and 223 of the Local Government Act 1989, at a Special Council meeting to be held on Tuesday 11 June 2019, commencing at 5.00 p.m. at the Euroa Community Conference Centre.**

9.7.7 Draft 2019/20 Strathbogie Shire Council Budget  
- Preparation of Budget for Exhibition and Comment (cont.)

RECOMMENDATION (cont.)

4. **That Council authorise the Chief Executive Officer to undertake minor editorial changes, if required.**
5. **That the 2019/20 Strathbogie Shire Council Budget be adopted at a Special Meeting of Council to be held on Tuesday 25 June 2019, commencing at 5.00 p.m. at the Euroa Community Conference Centre.**

**Background**

In accordance with the requirements of Section 127 of the Local Government Act 1989 (the Act), Council has prepared a budget for the financial year ending 30 June 2020.

In preparing the 2019/20 Draft Budget, the Council has considered many factors in an effort to continue to balance community expectations and benefits with financial responsibilities. The Council is pleased to place on public display a draft budget that works hard to maintain existing service levels and deliver strong investment in capital works across the municipality. The 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 Council is proposing a 2.25% per cent increase in the average rate for 2019/20. This increase is below the State Government cap of 2.5% under the 'Fair Go Rates' legislation and is the second year that Council has delivered an increase less than the cap. This level allows for maintenance of existing service levels, fund a number of significant new initiatives and continue to allocate sufficient funds for the continuing strategic renewal of Council's infrastructure.

Waste charges will increase by 4.1 % with Council incurring additional costs due to challenges in relation to disposal of recycling materials.

9.7.7 Draft 2019/20 Strathbogie Shire Council Budget  
- Preparation of Budget for Exhibition and Comment (cont.)

The 2019/20 Draft Budget provides for a \$8.295 million capital works program with the following highlights:

| <b>ACTIVITY</b>   | <b>EXPENDITURE (m)</b> |
|---|------------------------|
| Roads - including resealing, re sheeting and rehabilitation | 3.897                  |
| Bridges   | .450                   |
| Pedestrian Bridges  | .250                   |
| Aquatic Facilities  | .382                   |
| Drainage  | .516                   |
| Footpaths   | .247                   |
| Plant and Machinery   | .580                   |
| Buildings   | .532                   |
| Information Technology                                      | .255                   |
| Parks and Open Spaces                                       | 1.186                  |
| <b>TOTAL</b>  | <b>8.295</b>           |

Funding of \$1 million is also provided to commence rehabilitation of the Violet Town Landfill.

In addition to the four year period covered by this Budget the Long Term Financial Plan has been extended to cover a ten year period which allows for a total expenditure over that period of \$88.1 m including:

|   |         |
|---|---------|
| Renewal and upgrade of aquatic facilities   | 9.05 m  |
| Rehabilitation of the Violet Town Land fill | 4.00 m* |
| Roads                                       | 46.67 m |
| Buildings, Recreation, Open Spaces          | 8.55 m  |
| Road Bridges and Culverts                   | 4.70 m  |
| Pedestrian Bridges                          | .60 m   |
| Footpaths                                   | 2.40 m  |
| Drainage                                    | 3.25 m  |
| Plant and equipment renewal                 | 5.46 m  |
| Information Technology                      | 3.43 m  |

\* Treated as a progressive reduction in the landfill provision and cash, similar effect to capital spend, so not shown in Capital Works Statement.

9.7.7 Draft 2019/20 Strathbogie Shire Council Budget  
- Preparation of Budget for Exhibition and Comment (cont.)

The 2019/20 Budget provides for expenditure of \$27.79 million on services including:

| ACTIVITY                       | EXPENDITURE (m) |
|--------------------------------|-----------------|
| Libraries                      | .267            |
| Maternal and Child Health      | .212            |
| Emergency Management           | .141            |
| Waste Management               | 2.574           |
| Swimming Pools and Beaches     | .363            |
| Arts, Culture, Economy, Events | .632            |
| Planning                       | .883            |
| Parks and Reserves Maintenance | 1.769           |
| Roads and Bridges Maintenance  | 5.170           |
| Saleyards                      | .216            |
| Youth Services                 | .300            |
| Sustainability                 | .338            |
| Animal Management              | .260            |

**Alternative Options**

Not applicable.

**Risk Management**

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

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

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

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

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

**Financial / Budgetary Implications**

The budget is fiscally responsible and is prepared in accordance with the objectives of the Council Plan, Strategic Resource Plan and Long Term Financial Plan.

**Economic Implications**

The budget will provide long term economic benefit through increased investment in the renewal of community infrastructure assets.

9.7.7 Draft 2019/20 Strathbogie Shire Council Budget  
- Preparation of Budget for Exhibition and Comment (cont.)

**Environmental / Amenity Implications**

The budget has a number of initiatives which will provide positive environmental outcomes

**Community Implications**

The 2019/20 draft budget has been prepared using the current Council Plan and associated priorities and the long term strategic financial plan as the basis for Council decision making during the budget setting process.

The Council will, as of Wednesday 24 April 2019, place the statutory public notices in local newspapers advising that documents are now available for inspection and that written submission are being sought in accordance with Section 223 of the Local Government Act 1989.

Submissions will close at 5.00 p.m. on Tuesday 21 May 2019.

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

The recommendations do not limit any human rights under the Victorian Charter of Human Rights and Responsibilities Act 2006.

**Legal / Statutory Implications**

The recommendations have no further legal or statutory implications which require the consideration of Council.

**Consultation**

The budget will be advertised in the community and opportunity provided for submissions in accordance with Section 223 of the Local Government Act 1989

**Attachments**

Nil

**Tabled Document/s**

- Draft Model Budget 2019/20
- Draft Fees and Charges 2019/20

### **9.7.8 Climate Change by Cities Power Partnership Call for Federal Action**

#### **Author and Department**

Group Manager Community Assets / Community Assets Directorate

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

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

#### **Summary**

Council has received a request from the Climate Council to include the Strathbogie Shire Council signature on a joint statement by our partner in a proactive program that we are signatory to – “The Cities Power Partnership”.

In light of the upcoming Federal election, the Cities Power Partnership would like to harness the voices of its 100 member Councils to jointly call upon the Federal Government to make tackling climate change a top priority.

This joint statement will be issued to national media in the lead up to or directly following the election.

From the youth climate strikes to a [joint statement from climate and energy experts](#) stressing that without further action Australia will not meet its 2030 pollution reduction target, the momentum behind this message is building and our collective voice is very powerful to enforce it.

#### **RECOMMENDATION**

**That Council endorse the inclusion of Strathbogie Shire Council as a signatory to the Climate Council’s joint statement, as indicated below, in relation to our Cities Power Partnership.**

#### **Background**

Council has received a request from the Climate Council to include the Strathbogie Shire Council signature on a joint statement by our partner in a proactive program that we are signatory to – “The Cities Power Partnership”.

The joint statement reads as follows:

*“As members of the Cities Power Partnership local government climate alliance, we demand national action and call upon the Federal Government to join us in making tackling climate change a top priority.*

*At the local level we’re working with our communities and with each other to develop a strong climate response, and to support Australia’s shift to clean energy.*



#### 9.7.8 Climate Change by Cities Power Partnership Call for Federal Action (cont.)

*All tiers of government have a role to play in driving down Australia's greenhouse gas pollution, and we need swift action at the Federal level to address our escalating national emissions.*

*We demand three major actions from our Federal leaders:*

- Strong national climate policy aligned to the science and a national commitment to rapidly transitioning to 100% clean energy*
- Support the rapid phase out of fossil fuel subsidies which contribute to climate change*
- Provide long-term finance to support implementation of clean energy and sustainable transport, such as rooftop solar, battery storage, electric vehicle charging stations, public and active transport infrastructure in council and community areas."*

#### **Alternative Options**

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

#### **Risk Management**

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

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

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

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

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

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

The author of this report considers there are no current or future budgetary implications.

#### **Economic Implications**

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

#### **Environmental / Amenity Implications**

The author of this report considers that the recommendation is an advocacy action, and has no detrimental environmental or amenity implications for Council or the broader community, but aims to lead to positive environmental outcomes.

9.7.8 Climate Change by Cities Power Partnership Call for Federal Action (cont.)

**Community Implications**

The author of this report considers that the recommendation is an advocacy action, and has no detrimental community or social implications for Council or the broader community but aims to lead to positive community outcomes.

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

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

**Legal / Statutory Implications**

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

**Consultation**

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

**Attachments**

Nil.

**9.7.9 Strathbogie Community Pools Strategy 2019-2029**  
**- For Consideration and Adoption**

**Author and Department**

Group Manager Community Assets / Community Assets Directorate

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

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

**Summary**

Strathbogie Shire and Consultants, Otium Planning Group have been working since July 2017 to develop a strategy to guide Council's planning for aquatic recreation facilities.

The consultants have been guided by Council's Pools Working Group, acting as a Steering Committee, for Council's consideration.

Following community consultation, the draft Community Pools Strategy has been updated and is presented to Council for consideration.

**RECOMMENDATION**

**That Council:**

- 1. Note the management model review for the 2018/2019 pool season;**
- 2. Adopt the revised format of the *draft Strathbogie Community Pools Strategy 2019-2029* document;**
- 3. Endorse the formalisation of the Pools Working Group as an Advisory Group to Council;**
- 4. Endorse the recruitment of an Aquatics and Recreation Manager to oversee the future management of Strathbogie's pools and other recreation facilities prior to the commencement of the 2019/2020 pool season;**
- 5. Endorse and fund the provision of a Lifeguard training course at no cost to Shire residents and that participants that successfully complete the training are then considered for seasonal employment in Strathbogie's pools;**
- 6. Request Officers to investigate and report back on the feasibility of engaging a direct management service delivery model utilising a directly engaged labour source including lifeguards (senior and junior) and a hybrid model that utilises lifeguards (senior and junior) from an external service provider and report back to Council in June 2019 allowing time to commence recruitment and other advertising in August 2019 for the 2019/2020 pool season or to allow time to conduct a tender process for the external management of the pools;**

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

RECOMMENDATION (cont.)

7. **Advertise an Expression of Interest (EOI) for the management of the kiosks at the Avenel, Euroa, Nagambie and Violet Town pools by local community groups for the 2019/2020 pool season and report back to Council in August 2019 with the results of this EOI process;**
8. **In consultation with the Pools Working Group and the community, develop a Marketing and Events Plan for the Community Pools by 30 June 2019 for implementation prior to the 2019/2020 season;**
9. **Endorse the establishment of a fees and charges model including “Point of Sale” options for implementation prior to the 2019/2020 season and for consideration with the adoption of the 2019/2020 budget and review the model prior to the 2020/2021 season;**
10. **Utilising additional revenue raised from Fees and Charges, develop a “Pool Reserve” for the ongoing management, maintenance and implementation of actions associated with the draft Community Pool Strategy;**
11. **Allocate funding over a 10 year period with Year One (2019/2020) to include an allocation for upgrade works, further detailed design and costings in preparation for future grant applications with the balance of the current allocation to be placed in the Reserve fund for pool upgrades;**
12. **Advocate and apply for external funding for identified and approved projects;**
13. **Retain the ability to extend opening hours on severe heat days and review the current opening hours to consider factors that impact on community use;**
14. **Consider extending the designated pool season (1 December to March long weekend) at either end of the pool season in the event that a consistent pattern of days above 30 degrees are forecast;**
15. **Continues to investigate the feasibility of solar heating the pools and that a report be presented at a future meeting for consideration;**
16. **Support the Friends of Avenel Pool to trial “winter blanketing” of the Avenel Pool over the 2019 winter period;**

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

RECOMMENDATION (cont.)

17. In consultation with the Pools Working Group, Friends of the Pools and the community, develop Management Plans for each individual pool/aquatic facilities and refer these to future budgets for funding consideration. These plans are to include improvements to the access to and around the pools while improving the physical environment of the pools;
18. Continues to advocate for more transport and access options to support all members of the community to access our pools;
19. Endorse commencement of community consultation and a feasibility study process including the costs, risks, management and other opportunities associated with the potential development of a Water Play area at Buckley Park in Nagambie;
20. Following completion of the community consultation and feasibility study processes, a further report be presented to Council for consideration regarding the future provision of aquatic facilities in Nagambie; and
21. Receive a report at the conclusion of the 2019/2020 pool season for further consideration.

**Background**

Preparation of the draft Strathbogie Community Pools Strategy has involved the following:

- A review of Council's existing strategic documentation, current operations, community demographics, and other facilities in the region;
- Stakeholder interviews and workshops;
- Community surveys;
- An assessment of Industry trends and new technologies; and
- Development of a draft strategy based on the findings.

The key recommendations of the draft strategy are:

1. Management Model;
2. Programming and activities to build patronage and revenue;
3. Fees and Charges;
4. Pool Operating Hours;
5. Water Temperature;
6. Water / Pool Management;
7. Marketing / Promotion;
8. Access;
9. Transport; and
10. Physical Environment.

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

The draft strategy was finalised on 2 May 2018. The draft strategy was then presented to Council for consideration on 15 May 2018. Council resolved to place the draft Community Pools Strategy on Public Exhibition for a 28 day period from 23 May 2018, closing on 22 June 2018 and to hear submissions at a Special Council meeting at 5pm on Tuesday 10 July 2018.

As a result of this public exhibition period, sixteen (16) submissions were received with one submitter requesting to be heard by Council on 10 July 2018.

The content of the submissions is summarised in Attachment A.

**2018/2019 Pool Season**

Following the tender process for the management of all four pools, Council appointed the previous contractor to manage the Euroa Pool. No tenders were received for the management of the Avenel, Nagambie and Violet Town pools.

As a result of this tender process, Council staff contacted suitably qualified and experienced providers advising them that a tender was being re-advertised for the management of the outdoor pools at Avenel, Nagambie and Violet Town for the 2018/2019 pool season.

During these conversations, Council officers were advised that if the tender was for a longer period and if it included the Euroa pool, there would be greater interest in submitting a tender. None of these providers submitted a tender.

Following an additional tender process seeking interest for the management of the Avenel, Nagambie and Violet Town pools and with the recommendations of the draft Pool Strategy in mind, Council resolved to manage the Avenel, Nagambie and Violet Town pools with direct labour and to provide free Lifeguard training for Strathbogie residents with the view of employing all successfully trained lifeguards on the roster for the 2018/2019 season.

An accredited Lifeguard training session was held in Euroa on 22/23 November 2018 with seven participants, all of who successfully completed the course and were then employed by Council during the season.

In addition to the community members being trained, Council also trained four (4) outdoor staff members to provide options and “back up” in the event of the availability of lifeguards.

The ability and certainty of lifeguard availability was an issue as the season progressed which was partially due to lifeguards returning to university, accessing other paid work opportunities and to a lesser extent illness and holidays.

Council embarked on a recruitment process for a suitably qualified Pool Coordinator to manage the operations and rostering of lifeguards to work at the pools. Despite advertising, no applications were received in time for the pools to open. Co-ordination of the rostering and operations of the pools was shared by council officers.

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

Prior to the 2018/2019 season and again despite local advertising seeking expressions of interest from Community Groups to manage the kiosks at Avenel, Nagambie and Violet Town, there was no response from any Community Group. As a result of this advertisement, two local residents were engaged to staff the Violet Town kiosk.

In addition, the contractor who previously managed the Violet Town pool for a number of seasons was engaged to assist with grounds maintenance and water quality at the Violet Town pool. This person also provided advice and acted as a mentor for the lifeguards.

Ground maintenance and water quality was undertaken by Council staff at the Avenel and Nagambie pools.

During the 2018/2019 season a total of 54 days were experienced when one of more pools was not open. The breakdown per pool is as follows:

- Euroa – 9.5 days
- Avenel – 16.5 days
- Nagambie – 16.5 days
- Violet Town – 11.5 days

The reasons were predominantly due to cool conditions with fluctuations in temperature being experienced between towns, storm activity, a faecal incident at Violet Town, a power outage at Avenel and Nagambie, and a minor water quality incident at Avenel.

The following table indicates annual attendances recorded at each pool for the past six (6) seasons, noting that “free access for ratepayers” was introduced in 2014/2015:

| <b>Pool</b>        | <b>2013/2014</b> | <b>2014/2015</b> | <b>2015/2016</b> | <b>2016/2017</b> | <b>2017/2018</b> | <b>2018/2019</b> |
|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <i>Avenel</i>      | 3,544            | 3,189            | 4,890            | 4,404            | 4,815            | 3,679            |
| <i>Euroa</i>       | 10,834           | 10,757           | 16,509           | 15,306           | 16,108           | 17,325           |
| <i>Nagambie</i>    | 1,677            | 3,429            | 2,589            | 2,891            | 3,034            | 3,424            |
| <i>Violet Town</i> | 12,708           | 13,680           | 19,422           | 16,163           | 12,154           | 6,468            |
| <b>TOTALS</b>      | <b>28,763</b>    | <b>31,055</b>    | <b>43,410</b>    | <b>38,764</b>    | <b>36,111</b>    | <b>30,896</b>    |

You will note that following the introduction of free attendance for ratepayers prior to the 2014/2015 pool season, attendances increased in 2014/2015 by 2,292 or 8%.

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

The following table represents the total income received at each pool for the past six (6) seasons, noting that “free access for ratepayers” was introduced in 2014/2015:

| <b>Pool</b>   | <b>2013/2014</b> | <b>2014/2015</b> | <b>2015/2016</b> | <b>2016/2017</b>       | <b>2017/2018</b>         | <b>2018/2019</b>         |
|---------------|------------------|------------------|------------------|------------------------|--------------------------|--------------------------|
| Avenel        | \$2,312          | \$325.00         | \$584.00         | \$344(passes only)     | \$37.00 (passes only)    | \$3,152 (passes & kiosk) |
| Euroa         | \$3,096          | \$3,060          | \$3,178          | \$2,791 (passes only)  | \$3,371.00 (passes only) | \$3,566 (passes & kiosk) |
| Nagambie      | \$1,271          | \$1,059          | \$491.00         | \$180.00 (passes only) | \$646.00 (passes only)   | \$1,475 (passes & kiosk) |
| Violet Town   | \$1,639          | \$998.00         | \$3,274          | \$1,681 (passes only)  | \$2,267.00 (passes only) | \$8,638 (passes & kiosk) |
| <b>TOTALS</b> | <b>\$8,318</b>   | <b>\$5,442</b>   | <b>\$7,527</b>   | <b>\$4,996</b>         | <b>\$6,321</b>           | <b>\$16,831</b>          |

The 2018/2019 season saw a decrease in attendance of 5,215 or 14% when compared to the 2017/2018 season.

Revenue increased by \$10,888 or 197% when compared to the 2017/2018 season. This is due to Council directly managing the kiosks by providing labour and stock and receiving all takings compared to 2017/2018 when revenue was restricted to the sale of passes only (\$5,528).

During the 2018/2019 season, a total number of 1500 free passes were issued as per the following table:

| <b>Pool</b>   | <b>Family Pass</b> | <b>Adult Pass</b> | <b>Student Pass</b> | <b>Totals</b> |
|---------------|--------------------|-------------------|---------------------|---------------|
| Avenel        | 98                 | 4                 | 52                  | 154           |
| Euroa         | 543                | 106               | 384                 | 1033          |
| Nagambie      | 105                | 12                | 20                  | 137           |
| Violet Town   | 108                | 43                | 25                  | 176           |
| <b>TOTALS</b> | <b>854</b>         | <b>165</b>        | <b>481</b>          | <b>1500</b>   |

The total estimated cost associated with the provision of the pool service for the 2018/2019 season is as follows:

|                                |                         |
|--------------------------------|-------------------------|
| <i>Management of the pools</i> | <b>\$255,521</b>        |
| <i>Kiosk Supplies</i>          | <b>\$ 4,735</b>         |
| <i>Total Expenditure:</i>      | <b>\$260,256</b>        |
| <i>Less Income:</i>            | <b>\$ 16,416</b>        |
| <b><u>Total Net Cost:</u></b>  | <b><u>\$243,840</u></b> |



9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

Please note that these figures do not include costs associated with purchase of chemicals or payment of utilities as these have historically been paid for by Council and revenue generated from the Euroa Pool kiosk which was managed by the contractor.

Based on this figure, it can be suggested that the “hybrid model” undertaken during the 2018/2019 season when compared to the 2017/2018 season resulted in savings to Council.

During the 2018/2019 season, the following marketing, promotional activities and events took place:

- Production of a pools promotional video, which has been shared on social media and shown at the Euroa Cinema;
- A pools photo banner has been developed and attached to all Council staff emails and has been shared on Facebook, Instagram and on the Euroa IGA advertising screen;
- Evolve Youth of Strathbogie have hosted a pool party at Euroa and Nagambie;
- Promotional videos have been filmed at each pool to assist with the promotion of the 2019/2020 pool season; and
- Pull up “teardrop” banners and additional town entry signage has been ordered for the 2019/2020 season.

In addition, staff worked with the Friends of the Avenel Pool to provide early morning lap swimming two days a week for a period of two (2) weeks. This proved successful and should be investigated further for the 2019/2020 season.

**The Draft Strategy**

In an attempt to make the draft Strategy more user friendly, a summary document has been developed and titled “*Strathbogie Community Pools Strategy, 2018-2028*”. This document outlines the major focus and recommendations for consideration. Refer to Attachment B.

It is recommended that the document that was exhibited for community consultation be retitled the “*Strathbogie Community Pools Background and Research Document*”.

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

The draft strategy has a number of Key Directions and recommendations which are listed in the table below. Each of these recommendations has been addressed in the recommendations of this report:

| <b>Key Direction</b>  | <b>Recommendation</b>   |
|---|---|
| <i>Management Model</i>   | <i>That Council consider the implementation of an internal/external hybrid management for its community pools</i>   |
| <i>Programming and activities to build patronage and revenue;</i> | <i>That provision and/or facilitation of programming at the pools be a core pool management function into the future and that pool toys be purchased for use at each of the pools to enhance the fun and waterplay aspects of the local pool experience.</i>  |
| <i>Fees and Charges</i>   | <i>That Council develop a fees and charges policy guide the reintroduction of fees for entry into the pool to coincide with the recommended improvements to the programming and management services and physical improvements to the environment.</i>   |
| <i>Pool Operating Hours</i>                                       | <i>That Council take a more flexible approach around the core opening hours for the pools and consider, where there is sufficient local demand, trialling local requests to varying local pool opening hours.</i>   |
| <i>Water Temperature</i>  | <i>That a cost benefit analysis be undertaken to determine if a solar heating trial at Euroa Pool is feasible and, depending on the outcome of the feasibility of a solar heating trial and possible subsequent trial at Euroa Pool, that solar heating feasibility and trialling at other pools be considered.</i>   |
| <i>Water/Pool management</i>                                      | <i>That Council covers one pool over winter as a trial to gauge the local impact of changing this long-standing practice and with a view to progressively introducing winter pool blanketing at all the pools if successful.</i>  |
| <i>Marketing / Promotion</i>                                      | <i>That Council develop a Community Pools marketing plan to provide ongoing information about the proposed improvements to the pools and encourage people to 'come back' to the pools. It should:</i> <ul style="list-style-type: none"> <li><i>• Complement/enhance local 'friends of' communications about the pools</i></li> <li><i>• Improve overall community awareness of the pools and their activities and</i></li> <li><i>• Build loyalty and interest in the pools</i></li> </ul> |

9.7.9 Strathbogrie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

| <b>Key Direction</b> | <b>Recommendation</b>  |
|----------------------|--|
| Access               | <i>That universal access in and around the pools be a priority for improvement in the pool renewal and upgrade works</i>   |
| Transport            | <i>That Council explore options to develop transport and access services to attract and support young people and others in the community with transport issues being able to get to and use the pools.</i>   |
| Physical Environment | <i>That Council adopt renewal and upgrade works program for the pools that will improve their physical environment and make them more attractive, comfortable, relevant and sustainable into the future.</i> |

**Other opportunities and recommendations**

During the preparation and consideration of the strategy, the following opportunities have also been investigated:

- Water Play Space for Buckley Park, Nagambie
- Management Plans for Each Pool

**Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. Feasible alternatives have been identified.

**Risk Management**

The author of this report considers that there are significant Risk Management factors relating to the report and recommendation.

Despite the preferred management model for the pools, there is a risk. In the event that the operations and management of each or individual pools in contracted out, the risk can be shared with the provider.

In the event that Council adopts a hybrid model or a directly provided service delivery model, the risk increases.

Regarding insurance implications, Council currently has Professional Indemnity and Public Liability policies.

Council's Public Liability policy has a \$600,000,000 coverage.

As the pools are a Council asset, they are on our Asset Register. As such, they are automatically covered by Council's annual insurance policy.

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

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

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

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

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

**Financial / Budgetary Implications**

The author of this report considers that the recommendation has no capital or recurrent budget considerations other than those included in the report.

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The author of this report considers that the recommendation has community and social implications for Council or the broader community as described in the report.

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

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

**Legal / Statutory Implications**

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

**Consultation**

Otium conducted extensive consultation with key stakeholders, including the Community Pools Working Group during the preparation of the draft Strategy.

Otium attended a meeting of the Strathbogie Community Pools Working Group on 18 April 2018 to present an overview of the developing Strategy and the key actions identified. Committee members were asked to provide any feedback they might have by 27 April 2018 for presentation to Council alongside the draft strategy.

Feedback was provided by the Avenel Action Group, Euroa Pool representatives, a Nagambie Pool representative and a Violet Town Pool representative.

9.7.9 Strathbogie Community Pools Strategy 2019-2029  
- For Consideration and Adoption (cont.)

The draft strategy was finalised on 2 May 2018. The draft strategy was then presented to Council for consideration on 15 May 2018. Council resolved to place the draft Community Pools Strategy on Public Exhibition for a 28 day period from 23 May 2018, closing on 22 June 2018 and to hear submissions at a Special Council meeting at 5pm on Tuesday 10 July 2018.

As a result of this public exhibition period, sixteen (16) submissions were received with one submitter requesting to be heard by Council on 10 July 2018.

Councillors met with representatives from the Pools Working Group and Friends of the Pools on 9 April 2019 to discuss future management and opportunities associated with the pools.

**Attachments**

- Attachment A – Summary of Public Submissions
- Attachment B – *Draft Strathbogie Community Pools Strategy, 2019 - 2029*

## Attachment A

### Summary of Public Submissions

| Submissions to Draft Community Pools Strategy Report |  |  |
|--|--|--|
| 1  | Strongly supports Euroa Pool development | Information about the Euroa Swim Club not adequately stated.   |
|  |  | In the report it states that the schools need to engage the pool more - however the pool is highly utilised by all three schools in Euroa.   |
|  |  | Euroa has limited active spaces for young people. The pool creates a social hub and provides a space for health, fitness and rehabilitation purposes.  |
| 2  | Strongly supports Euroa Pool development | Query date of completion/opening of Euroa Pool?  |
|  |  | Euroa pool not marketed effectively - programming could definitely be improved.  |
|  |  | Extra suggestions - a blanket for the medium sized pool, removal of tree that drops leaves in toddler pool, provision for morning lap swimmers 2-3 mornings per week.  |
| 3  | Avenel Pool Corrections                  | * <u>page 7 4.2</u> ..... the Avenel Pool was built by the community over the 1966/67 period NOT 1980  |
|  |  | * <u>page 9 4.2.6 Area Change rooms and toilets.</u>   |
|  |  | It says that "...refurbish toilet/shower fit out, existing stalls are aged and deteriorating" Cost estimate \$25,500 ..."Completed" in last column. This has not been completed nor started. The roof has been completed only - not the fit out. |
| 4  | General Comments                         | Concern over pool entrance fees and impact on low income families that use the pool.   |
|  |  | Not charging entrance fees or a more flexible "user pays" arrangement may cost less to administer.   |
|  |  | Support of various pool maintenance and improvements strategies.   |
| 5  | Strongly supports Euroa Pool development | Toddlers splash park would potentially increase patronage.   |
|  |  | Incorporation of shade very important to make facility 'sun-safe'.   |
|  |  | Change rooms are hardly utilised and need upgrading.   |
|  |  | Could the temperature of the pool be raised?   |
| 6  | Euroa Pool                               | Earlier opening hours would suit pensioner better.   |
| 7  | General Comments                         | All children in the Shire should have access to a local pool and not have to travel far to learn to swim and go swimming.  |
| 8  | Strongly supports Euroa Pool development | Euroa Secondary College use all parts of the 50 metre pool, including the deep water section, and it is vital to their swimming, sport, educational and water safety programs from Years 7 -12.  |
|  |  | The changerooms require an urgent upgrade, as current facilities do not allow students to be able to adequately wash Chlorine off.   |
| 9  | Supports Draft Report                    | Urges Council to commit to act on the report and support implementation of it.   |
|  | General Comments                         | Euroa pool is unique and should be repurposed, not removed.  |
|  |  | Euroa Pool - Bring forward stage 3 to be stage 1.  |
|  |  | Engage a professional grant writer to increase chances of success in applying for grants.  |
| 10   | Supports Draft Report                    | Member of the Pool Working Group - full endorsement of the Otium Report.   |
|  | Strongly supports Euroa Pool development | Member of the Friends of the Euroa Pool for over 10 years.   |
|  |  | Important for Council to adopt the strategy and implement its recommendations by allocating budget funds and staff to carry out project.   |

|    |  |   |
|----|--|---|
| 11 | Supports Draft Report                    | Supports Euroa Pool Development   |
|    |  | Regularly uses Euroa Pool over summer.  |
| 12 | Supports Draft Report                    | Would like Council to set up time frame for implementation of the report.   |
|    | General Comments                         | Suggests seeking assistance from local pool groups to prepare State/Federal funding applications.   |
|    |  | Obtain structural report on Euroa and Violet Town Pools.  |
|    |  | Blanket pools over winter and use solar heating to extend swimming season.  |
|    |  | Upgrade amenities and change rooms.   |
|    |  | Any carpark re-alignment should not impact on existing trees.   |
|    |  | Admission to Euroa pool should be free or highly subsidised.  |
|    |  | Conduct Feasibility Study for Hydrotherapy pool.  |
| 13 | Strongly supports Euroa Pool development | All Euroa Primary Schhol students participate in swimming lessons each year at the Euroa Pool.  |
|    |  | Euroa pool is used for swimming carnivals and social activities.  |
|    |  | Euroa Pool is an invaluable community resource.   |
| 14 | Supports Draft Report                    | Pools are an exceptional public assets - would Council prioritise urgent pool upgrades by progressing planning and financing of these upgrades.   |
|    |  | Request that Council commission full structural assessment of Public pools immediately.   |
|    |  | Please ensure Euroa pool will not lose any of its existing features - 50m pool and dive pool zone. This deep water zone could be used for a future water slide and is currently used for water safety programs. It was not included in the sketch on page 71. |
|    |  | The Community Pool Strategy strongly affirms the goals of the Council Plan 2017-2021.   |
|    |  | There is a need to boost patronage at the Euroa pool. This could occur if the water was warmer, extending the pool season; provision of more shade; provision of a sports and recreation program and other and provision of a community run kiosk.            |
|    |  | User-pays system should be re-introduced.   |
|    |  | Revitalisation could occur with participation of community members.   |
| 15 | Supports Draft Report                    | All pools need to be reviatlised, especially the Euroa Pool.  |
|    |  | Funding opportunities have been lost - this needs to change.  |
|    |  | Council please take action to enure water safety of our youth.  |
| 16 | Strongly supports Euroa Pool development | St John's Primary School utilises the Euroa Pools for its swimming program and District competitions.   |
|    |  | Upgrade of the Euroa pool needs to be a priority  |
|    |  | Important place for students to socialise over the summer.  |
|    |  | Query report statement that 'getting the school into the pool is a challenge', as all three schools utilise the pool for numerous weeks with programs and carnivals.  |



**Attachment B**  
**Draft Strathbogie Community Pools Strategy, 2019 - 2029**



Prepared by Otium Planning Group Pty Ltd  
in conjunction with Peddle Thorp Architects  
and Turner & Townsend Quantity Surveyors







## The Project - Strathbogie Shire Community Pools Strategy

There are four outdoor community swimming pools in Strathbogie Shire located in the townships of Avenel, Euroa, Nagambie and Violet Town.

Each of the pools has its own character and is highly valued by its local community. There is a strong belief in the important social, health, fitness and wellbeing role that local swimming pools should continue to play into the future.

The four pools are aging. They range from between almost 40 to around 60 years old and left as they are, will only cost more to operate as they age. Without work, the combined capital and operational cost of keeping these pools running over the next 10 years is expected to reach \$6.5 million.

In early 2017, Council established a Community Pools Working Group to consider a range of pool planning and management challenges.

In mid 2017, Council commissioned Otium Planning Group to develop the Community Pools Strategy to guide Council's planning and decision-making for the community pools into the future.

The Community Pools Strategy gives focus to the longer-term sustainability and viability of the pools. It provides:

- A plan for the pool's long-term sustainability and recommendations for each of the community swimming pools into the future
- Recommended development options and costs for specific facilities such as reconfiguring existing pools and creation of splash park facilities
- Options for additional activities that will generate revenue and assist facility sustainability
- A staged implementation strategy
- A preferred management model for the future
- Recurrent Council budget implications for the future operation of the pools



## What Have We Done?

Community pools are important to our community. To work out the best way to provide these facilities into the future and the best options for their long-term sustainability we undertook an extensive research and consultation process described by this diagram.





## What Our Research Told Us

1. Strathbogrie Shire Council provides four outdoor swimming pools: Avenel, Euroa, Nagambie and Violet Town.
2. The pools provide residents of all ages the opportunity to enjoy social contact and participate in recreational activities such as swimming, water play and exercise. They also play a role, though not as effectively as many people consulted for this project would like, in promoting and educating locals about water safety.
3. With an aging population and a high level of disadvantage, affordable and accessible community facilities that can promote and encourage health, wellbeing and community connectedness such as the community pools are important and will become increasingly so.
4. The pools operate for a summer swimming season which starts on December 1 and finishes on the long weekend in March. The current operational hours are:
  - Weekdays – 1.00 pm to 7.00pm
  - Weekend – 1.00 pm to 7.00 pm
  - School Holidays – 12.00pm to 7.00 pm
  - Closed Christmas Day and any day below 23°C
5. The fee structure for the pools involves:
  - Season and day passes for families, adults and/or children
  - Pool membership tickets are available from the pool complexes.
6. Annual season ticket holders may gain entry to any pool complex within the Shire.
7. All children under five years of age are admitted free of charge.
8. Carer companion card holders are admitted free.
9. Minimum age of child allowed to attend pool on their own is 10 years old
10. Rate payers can take up a free seasons pass for individuals and/or families living in the same house
11. The majority of pool attendees use free (rate-payer) passes.
12. The operational performance of the Strathbogrie Community Pools is summarised in the table on the next page. It shows that the average level of subsidy per resident for the provision of the four outdoor pools is \$33.08 and the attendance levels vary from almost 3,000 at the Nagambie pool to just over 16,000 at Violet Town.
13. All four of the Strathbogrie Pools are aging with amenity shortcomings including:
  - Cold showers
  - Roofless change rooms
  - Cracked and loose tiles
  - Lack of shade
  - Cracked concourses
  - No all abilities access
  - Lack of supporting infrastructure (old tables, chairs etc)
  - Cold and deep (at some pools) water

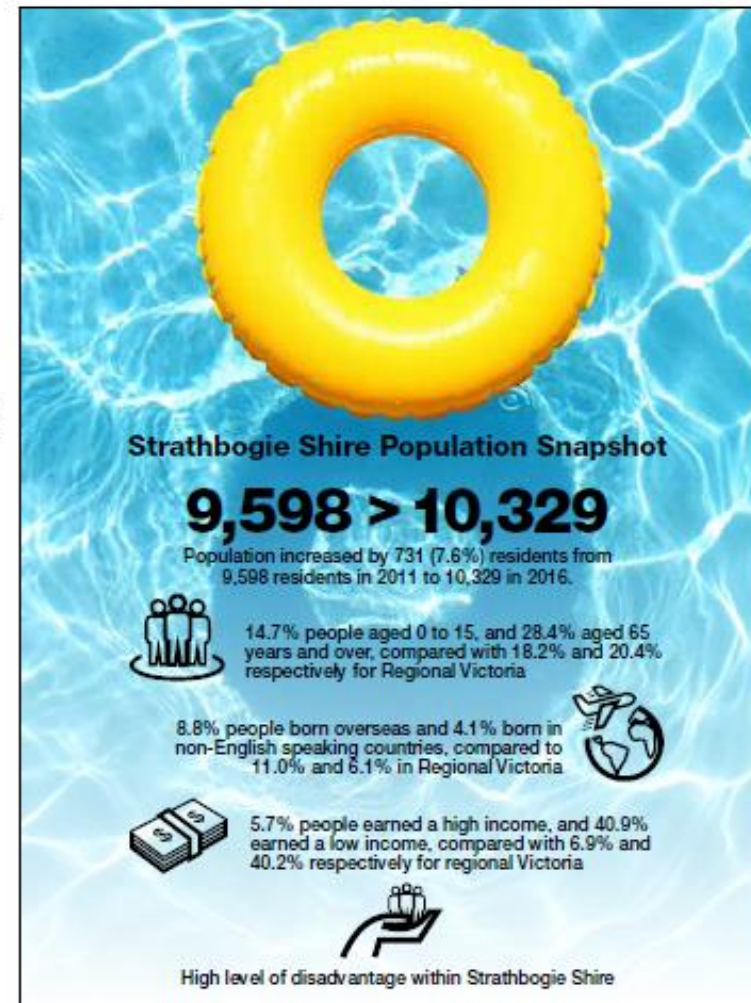


Table 1: Strathbogie Community Pool's Operational Performance Summary

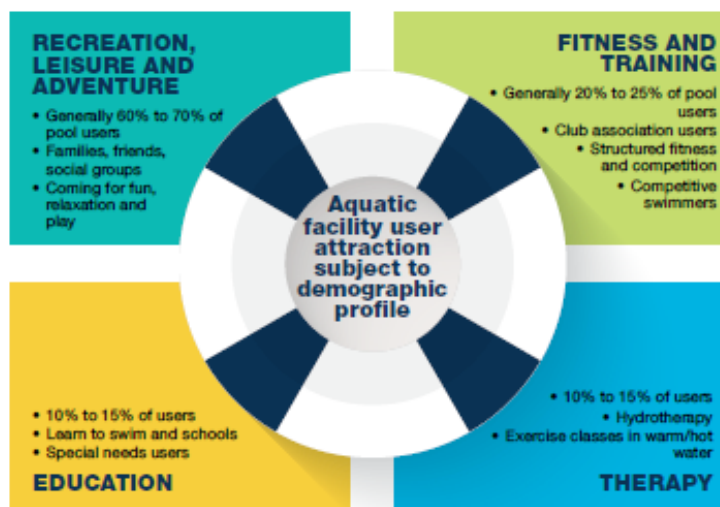
| Item                                    | Avenel     | Euroa       | Nagambie   | Violet Town | TOTAL       |
|---|------------|-------------|------------|-------------|-------------|
| Income                                  | \$344      | \$2,791     | \$180      | \$1,681     | \$4,996     |
| Expenditure                             | 72,381     | 137,177     | 64,099     | 72,991      | \$346,646   |
| Net Operating (Loss) Surplus            | (\$72,037) | (\$134,386) | (\$63,919) | (\$71,310)  | (\$341,650) |
| Attendance                              | 5,084      | 15,308      | 2,737      | 16,163      | 39,290      |
| Usual resident (local area) population  | 1449       | 4037        | 2029       | 1539        |             |
| Attendance per head of local population | 3.5        | 3.8         | 1.3        | 10.5        |             |
| Revenue per user                        | \$0.07     | \$0.18      | \$0.07     | \$0.10      | \$0.13      |
| Expenditure per user                    | 14.24      | 8.96        | 23.42      | 4.52        | \$8.82      |
| Subsidy per user                        | \$14.17    | \$8.78      | \$23.35    | \$4.41      | \$8.70      |
| Subsidy per 10,329 estimated residents  | -          | -           | -          | -           | \$33.06     |
| Revenue as a % of Expenditure           | 0.48%      | 2.03%       | 0.28%      | 2.30%       | 1.44%       |

### Aquatic facility market trends

Local pools were once built for more specialist or limited market users such as competitive swimmers or high-level sport participants. Research indicates that these days pools such as the Strathbogie Pools need to align more to the recreation and leisure market. This is the largest market for aquatic facilities as it contains people of all ages, ability, types, interest and gender.

Community expectations about recreation and how leisure time is spent and how people use aquatic facilities is changing. The Strathbogie pools design with formal rectangular pools, limited alternate activity amenity such as basketball rings and barbeques and poor all abilities access don't support recreation and leisure market trends.

The key aquatic facility markets and what drives them are identified in this diagram.





## What You Told Us

**Consultation for this project involved community and school surveys, discussion workshops, public submissions and interviews with other regional shire council officers.**

You told us that:

1. All four of Strathbogie Shire's pools are valued by the community though Euroa and Violet Town with much higher patronage would seem to be valued by more people.
2. Strathbogie's pools are primarily used as places to cool off in the summer. They offer limited lap swimming and learn to swim (Vic Swim) programs. Some people travel to Seymour, Shepparton and Benalla for warm water & learn to swim.
3. The contract management structure is not conducive to programming/services, pool activation, community connection and development.
4. The management of the pools is important. People want a strong local community connection and want the management to liaise with, engage and support local community pool committees.
5. Free entry for rate payers was felt to be inequitable and entry for locals who are not rate payers needed to be better provided for.
6. Greater flexibility around opening hours would be appreciated to accommodate warm weather earlier than December,

particularly for school kids.

7. Additional programming and/or activities at the pool is important as an attraction to the pools, to activate the pools and to build patronage.
8. A desire for lap swimming access was identified at the pools. People wanted early access lap swimming and/or designated lanes for lap swimming.
9. Community pools 'friends of' groups would like to hold events and program activities such as large on-water inflatables. They cited event insurance as being problematic and identified that Council assistance with this would be good.
10. The pools need more amenities including 'play' elements, shade, barbeques, modern changerooms and showers, basketball rings/ half courts etc. Splash park facilities were suggested as features that would improve the amenity and attractiveness of the pools.
11. All abilities access was identified as an issue at all of the pools and needs to be improved as a priority.
12. Young people identified that pools often cater for little kids and there needs to be more for older age groups. This could include other features such as basketball rings. Events at pools were also suggested as young people attractors.
13. Transport and being able to get to the pools is a concern for a lot of kids that live out of the towns.

## Who Did We Consult?

- Community Pools Reference Group
- Euroa Workshop
- Avenel Workshop
- Nagambie Workshop
- Violet Town Workshop
- Access & Disability Advisory Committee Meeting
- Evolve Youth Committee Meeting
- Local Schools
- General Community
- Strathbogie pools management contractors
- Aquamoves Shepparton
- Benalla Aquatic Centre
- Seymour Sports and Aquatic Centre
- Indigo Shire
- Murundindi Shire
- Aged care providers: Euroa, Violet Town, Avenel and Nagambie
- Council officers from across the organisation



14. The aspects of the pools that people were most unhappy with included the age and condition of the change rooms, the lack of indoor pools and lack of shaded grass area.
15. The swimming facilities or programs that schools felt are lacking in the Strathbogie local area included:
  - Learn to swim programs for schools and local swimming lessons
  - Indoor swimming facilities
  - Maintaining VicSwim program
  - Pool resources
  - Swimming teachers to run/assist with school programs
  - Continual maintenance and upgrade of the pool facilities
  - Water/splash park on pool grounds
  - Kids activities
16. The marketing and promotion of the pools was identified as an area where work should be done. It was felt that apart from locals no one else knows about the pools in Strathbogie.
17. A number of 'friends of' groups suggested that leaving the pools uncovered during winter was inefficient, damaging to the pools and environmentally poor practice. They expressed desire to trial blanketing the pools in order to properly determine if it would be beneficial or not.

### Regional benchmarking

18. A number of regional Council's blanket their pools over winter and have found this to be a financial as well as environmental benefit.
19. A regional review of the fees and charges found that Strathbogie was the only Council providing free pool access for ratepayers. This suggests that the opportunity exists, particularly given the expressed misgivings from local pool patrons about the 'free passes for ratepayers', to reintroduce fees for entry into the pool. Ideally, the fees schedule would include concession rates that would encourage those who may struggle to pay fees and/or may not be rate payers, to attend.
20. There are a number of community pool management models in operation within the region. In-house management and hybrid management models are both working successfully.
21. The identified key benefits of the hybrid management model are:
  - Access to a 'pool' of lifeguards that get moved across all Council/regional participating facilities
  - Management of payroll and recruitment
  - Provision of the rostering software and Point of Sale software and hardware
  - Reduced operational cost





## The Strategy - Key Directions

**Strathbogie people told us that they want each of the community pools to have their own distinct 'look and feel' and provide a different experience that will attract people from across the shire to each.**



### **Management service scope**

Management that is community focussed, connected and collaborative is identified as essential to the pools being able to attract locals and visitors and ensuring the pools are fun, inviting places for community, family and friends to gather, meet and cool off over summer.

Specifically, the service specification should require the pools management to:

- Provide broader service than just opening the gates and rostering lifeguards, although of course provision of a safe and properly supervised environment remains a critical component of service
- Be engaged and connected with the local community
- Work proactively with and support local community groups such as the friends of groups, to plan and deliver community events and activity programs at the local pools
- Plan and facilitate delivery of programs at the pools that support Council's health and wellbeing strategies and actions
- Encourage activities that build and promote local community connection, health, fitness and wellbeing
- Work with local organisations, including (but not limited to) schools, aged care facilities and community centres to provide aquatic safety, swimming and fitness and wellbeing programs and activities





## Management model

A number of management models were identified and assessed during this project including:

- **Council in-house management** where Council employs a facility manager and associated staff and is responsible for all aspects of the facility's operation including operating policies, financial performance and asset maintenance and directly operates and manages the facilities. This option allows Council full control of operations, pricing, programming, asset management and staffing but it can be cost prohibitive as council recruiting and maintaining a pool workforce in-house can be high.
- **External Management** where management rights are contracted or leased out to a professional contract management company or an individual to operate all facilities. This has been the Strathbogie pool management model for a number of years. This model is proving difficult to sustain as there are limited management contractors in the market place with the capacity to support the strong community collaboration requirements identified as important by the local community.
- **Committee of Management** where an incorporated (usually volunteer) Committee of Management is appointed by Council to operate the swimming pool under a detailed charter that sets out the role and responsibilities for each party. This model is increasingly being phased out within the pool industry as it can be difficult to sustain given its reliance on volunteers.
- **Internal/ external hybrid model** where Council directly operates and man-

ages the facilities, and is responsible for all aspects of the facility's operation including operating policies, financial performance and asset maintenance. Council employs an in-house facilities manager to coordinate rostering and program planning but engages specialist HR company to provide pool staff (lifeguard) engagement and IT solutions for the pool operations. The pool staff are engaged under the Fitness Industry Award delivering staffing cost savings but Council still has full control of operations, pricing, programming, asset management and staffing.

Given the identified importance of community engaged and connected management that provides and/or supports programming, activities and equipment that makes the pools attractive and fun summer time community gathering places that attract all ages, the management model must support delivery of these sorts of outcomes. An increased level of service that requires management to work with, support and be supported by the community and, to provide and/or facilitate programming is essential.

The following initiatives have been identified as central to this approach.

1. An individual management plan, reflecting the unique nature of each pool should be developed to capture the community development and liaison, programming, marketing, and other operational priorities. The management plan should provide an operational guideline reference for the pools management, the pool working group for each pool and the local community.
2. The Community Pool 'Friends of' Groups, that have been instrumental in providing



local energy into the programming of and support for the individual local pools should be formalised as an ongoing feature of the pools' operation.

3. Council should continue to regularly convene the overarching Community Pools Working Group to provide strategic overview input for the pool service as a core aspect of its ongoing community engagement strategy.
4. Council should coordinate a combined meeting of all the Community Pool 'Friends of' Groups to share ideas and opportunities.
5. The internal/external hybrid model has been found to deliver staff cost savings of up to 25% over a direct employment (internal) model. The experience of other council's is that this is an efficient operational model that supports working in collaboration with local communities for the sustainable future of community pools.

### Recommendation: That:

1. Individual management plans be developed for each pool to provide an operational guideline reference for the pools management, the pool working group for each pool and the local community
2. The individual Community Pool Working Groups be formalised by Council to be an integral part of the ongoing operation of each of the pools
3. Council convene meetings of the overarching Community Pools Working Group as necessary
4. Council facilitate a combined meeting of all the Community Pool 'Friends of' Groups to share ideas and opportunities
5. Council implement an internal/external hybrid management model for its community pools.

## Programming and activities to build patronage and revenue

Provision, support and encouragement of programming, events and fun activities has been identified as essential to improving attendance at the pools. Programming as a means of activating the pools and attracting and engaging community was raised in every community consultation process.

With the exception of Violet Town Pool, there has been minimal programming at Strathbogie Shire's pools. Violet Town pool was consistently identified as being a very successful model where the management and community has proactively provided programming and activities making the place attractive to attend, providing a reason to attend and building a strong community ownership and loyalty for the pool.

The Violet Town pool management and community has also invested in the purchase of pools toys that people attending can use in and around the pool. The toys increase fun and provide opportunities for water play. They also provide a point of difference and a reason to visit.

The idea of a collection of toys (some larger, some smaller) that could travel around the pools to attract people and provide regularly changing experiences at each of the pools was suggested regularly during consultation for this project.

Proactive, strategic programming will improve the relevance and attractiveness of the pools and support for this needs to be an expectation of pools management in the future.

A successful program needs to include both formal programs and activities such as learn to swim and less regular and/or structured activities and events such as games and swimming toys in the pools and community events such as barbecues.

The activities and programs that are proposed to build pool relevance, attractiveness, patronage and revenue include:

- Pool management to provide, support and encourage programming, events and fun activities at the pool that could include but not be limited to working with local:
  - Swim teachers/schools to grow programs at the local pool
  - Schools to run their swimming lessons and/or swimming carnivals from their local pool and/or the Euroa pool as the local swimming carnival destination
  - 'Friends of the pool' groups supported to provide community programs and activities at the pool. This may include council assisting with public liability

insurance and provision of additional lifeguards.

- Purchase inflatable pool toys (feature and smaller) to be moved around the pools enabling different experiences at each of the pools.
- Purchase swimming equipment such as kick boards and flippers for use around the pool.

### Recommendation:

That provision and/or facilitation of programming at the pools be a core pool management function into the future and that pool toys be purchased for use at each of the pools to enhance the fun and waterplay aspects of the local pool experience.

### Fees and charges

During consultation, people felt that the current policy to provide free passes to rate payers had increased the patronage of Strathbogie Shire's pools but there was concern that:

- The policy was inequitable with non-rate paying residents still having to pay and that some of the local people in greatest need of access to the pool facilities might be least able to pay.
- Providing free entry may de-value the pools and result in less respect/regard for the facilities and the services.
- The majority of pool users are non-fee paying, so the amount of income generated for the pools is very limited and it is almost more cost to collect fees than not collect at all
- People are willing to pay if the pool and its activities are worth visiting. The Violet Town Pool with the highest fee collection levels of all the pools, supports this idea.

A review of other regional local government pools showed that many are charging fees for entry without reduction in attendance numbers and they are able to generate some income to contribute to the overall cost of provision of the service. The research and consultation suggests that improving the programming, management and physical environment of the pools will provide the community and visitors with 'a reason to want attend', will increase the value of attending the pool and is reasonable justification for reintroduction of fees. A policy shift to enable subsidised resident entry was proposed by a number of Strathbogie Councillors.

### Recommendation:

That Council develop a fees and charges policy to guide the reintroduction of fees for entry into the pools to coincide with the recommended improvements to the programming and management services and physical improvements to the environment.





### Pool operating hours

The need for operational hours flexibility and being responsive to local demand particularly once school holidays finish was a persistent theme throughout the consultation. Regional benchmarking pointed to the success of trialing requests for changes to operating times at the individual pools and if successful, adopting the change at that pool, then trialing at the next and so on. The 'trial then implement' method had resulted in pool opening hours at pools being varied to respond to local need where changes were justified by local take-up.

#### Recommendation:

That Council take a more flexible approach around the core opening hours for the pools and consider, where there is sufficient local demand, trialing local requests to vary local pool opening hours.

### Water temperature

There is demand for warmer water, particularly at the Euroa and Avenel pools.

Survey results indicated that some people are travelling to Seymour, Shepparton and Benalla for year-round access to indoor, warm water and learn to swim, however there is not sufficient demand to justify development of an indoor, warm water pool in Strathbogie.

There is some evidence that provision of warmer water at the pools would improve the use and functionality of the pools by a number of groups, particularly older adults and the experience at other similar regional outdoor pools is that heating the water has improved the use and functionality of the pools.

#### Recommendation:

That a cost benefit analysis be undertaken to determine if a solar heating trial at Avenel Pool is feasible and, depending on the outcome of the feasibility of a solar heating trial and possible subsequent trial at Euroa Pool, that solar heating feasibility and trialing at other pools be considered.

### Water/pool management

Strathbogie Shire does not cover its pools over winter. It annually empties, cleans and refills the pools in preparation for the swimming season. There were strong views expressed through the consultation for this project about this practice with many advocating for covering the pools with a pool blanket over winter as means of conserving water and making pre-season preparation less labour intensive.

The experience of a number of other local governments in the region is that the decision to blanket their pools to improve their environmental performance, had also resulted in significant savings in their water charges and the time it takes to get 'swim ready' at the beginning of each season. This means they are able to open pre-season if required.

Winter blanketing and conservation of the water is an accepted industry approach as it is generally a more cost efficient, water saving, better environmental practice. Not allowing the pool to become so dirty means that the cleaning process is not so harsh and, not emptying the pool prolongs the life of the pool shell as emptying places additional strain on the shell.

#### Recommendation:

That Council covers one pool over winter as a trial to gauge the local impact of changing this long-standing practice with a view to progressively introducing winter pool blanketing at all the pools if successful.

### Marketing/ Promotion

Strathbogie Shire's community pools suffer from a lack of profile. Many local people are unaware of the pools and what they have to offer.

#### Recommendation:

That Council develop a Community Pools marketing plan to provide ongoing information about the proposed improvements to the pools and encourage people to 'come back' to the pools. It should:

- Complement/enhance local 'friends of' communications about the pools
- Improve overall community awareness of the pools and their activities and,
- Build loyalty and interest in the pools.



### Access

The lack of accessibility is an important issue at all of the pools. None of the pools provide access to the water for people with mobility issues but on a more basic level, the pathways and concourses between carparks and around the pools surrounds are not in good condition and need to be improved.

#### **Recommendation:**

That universal access in and around the pools be a priority for improvement in the pool renewal and upgrade works.

### Transport

In terms of getting to the pools, young people in particular told us that transport was an issue for a lot of kids that live outside of the towns.

#### **Recommendation:**

That Council explore options to develop transport and access services to attract and support young people and others in the community with transport issues being able to get to and use the pools.

### Physical environment

All four of Strathbogie's community pools have aging infrastructure with substandard amenities including cold showers, roofless change rooms, cracked and loose tiles, lack of shade, cracked concourses, no all abilities access, lack of supporting infrastructure such as tables, chairs, basketball rings and barbeques and, and they have cold (and at some pools deep) water.

All the pools are older style, formal rectangular pools that don't currently support the contemporary aquatic leisure market (fun and play) for which there is community demand.

#### **Recommendation:**

That Council adopt renewal and upgrade works program for the pools that will improve their physical environment and make them more attractive, comfortable, relevant and sustainable into the future.





## The Strategy - A Development Plan for Each Pool

**Into the future we want Strathbogie Shire's community pools to operate as a network of integrated and complementary aquatic facilities and services.**

**Within the network, each pool will reflect the unique characteristics of that facility and the community it services.**

Reflecting the key directions outlined previously, the overarching aims of the community pools strategic plan are to:

- Encourage and increase child and youth entries by:
  - Adding leisure water, play and fun water features at facilities
  - Improve and update facilities
  - Refurbish the outdoor pools and grounds at all pools
  - Add complementary activity features
- Improve the overall amenity and accessibility of facilities by upgrading and refurbishing the:
  - Change rooms
  - Entrance foyer area
  - Car parking areas
  - Connecting paths from car park to pool entrance

- Upgrade and improve the point of entry to facilities and create a stronger linkage to adjoining open space areas
- Improve the overall amenity of facilities by developing landscape designs for each site to include/review shade, seating, BBQ's, tables, lighting, paving and soft landscaping
- Accept that individual adult swimmers are normally more attracted to indoor heated pools
- Encourage increased adult visits by:
  - Improving family friendly features
  - Improving services, amenities and relaxation/social areas

A strategic development plan has been developed for each pool that incorporates a range of site specific works to achieve these aims.

Each plan indicates a proposed timing for the works and the cost of each based on cost plans developed by Turner and Townsend Quantity Surveyors. A range of potential external funding opportunities have been identified as options for Council to further consider as part of an overall funding strategy.



## Avenel Pool Strategic Development Plan

**The Avenel community pool facilities are basic and the services provided are minimal. It needs more people to use it to make it sustainable in the longer term.**

With the introduction of management that will work with community to develop programming and activities for the pool and incremental improvement of pool facilities, Avenel should see its community popularity increase.

The strategy is for the focus at Avenel Pool to:

- Encourage/attract family/social market
- Be a multi-generational community place

The recommended works to be undertaken include:

- Improve overall amenity and accessibility
- Formalise car parking areas and develop connecting paths from car park to entrance
- Install shade sails, seating, BBQ's, tables, lighting, paving and soft landscaping to improve overall amenity
- Add family friendly features and appeal by adding amenities to encourage relaxation and socialising
- Install informal leisure features to attract older children & teenagers
- Replace/retrofit toddler pool with shallow or zero depth free form splash decks with water sprays, bubblers and low-level water play equipment





- Upgrade entry and reception areas to improve the overall look and amenity of the facility
- Purchase pool toys that could be moved around each of the pools
- Allow to install a pool lining to extend the useful life of the pool or, replace the pool shell in the future
- Replace grass around pool (must be soft and comfortable – no prickles)
- Investigate options for solar heating

A concept design that provides for these elements has been prepared.

A strategic implementation plan is provided below. It includes high-level cost estimates as well as potential funding opportunities.



Table 2: Avenel Strategic Implementation Plan

| Stage | Description   | Indicative Capital Cost | Capacity to Attract External Funding                   | Timing/Priorities    |
|-------|---|-------------------------|--|----------------------|
| 1     | <ul style="list-style-type: none"> <li>• Upgrade entry building to improve overall look and amenity</li> <li>• Reline existing pool</li> <li>• Purchase pool toys and equipment</li> </ul>  | \$525,050               |  | Short<br>(Year 1-4)  |
| 2     | <ul style="list-style-type: none"> <li>• Build splash park/water play area to replace old toddler pool</li> <li>• Install new shade sail over water play (remove old sail)</li> <li>• Construct formalised carpark</li> <li>• Install new front entry pavements</li> <li>• Install table tennis table (teenage play elements)</li> <li>• Replace turf (new lawns) and plant trees/landscaping</li> <li>• New BBQ &amp; picnic facilities</li> <li>• Furniture and fittings</li> </ul> | \$740,190               | SPV Small Aquatic Projects funding (SPV \$2-\$1 local) | Medium<br>(Year 5-8) |
| 3     | <ul style="list-style-type: none"> <li>• Install solar heating</li> <li>• Review pool performance to determine if pool shell replacement can be justified</li> <li>• Demolish and remove existing 25m pool (not included in costing)</li> <li>• Replace 25m pool shell, finishes and plant (not included in costing)</li> </ul>   | \$183,000               |  | Long<br>(Year 9-10+) |

Note: Stages 1 & 2 include allowance for design/construction contingencies, professional fee allowance, authority fees & charges and some loose furniture and equipment. Stage 3 does not include costings for the demolition, removal and replacement of the pool shell. This would cost and estimated additional \$1,400,000.

## Euroa Pool Strategic Development Plan

**Euroa Pool is Strathbogie's largest and only 50 metre pool. It has the second highest attendance rates of all the pools, however it currently suffers from having very basic and tired amenity in and around the pool with key criticisms being that it's cold and has little to attract or keep young people there.**

**However, given its size, available grounds and location, Euroa Pool has the potential to be Strathbogie's premier aquatic venue with a particular focus on school carnivals and swimming education.**

With the introduction of management that will proactively work with shire schools, develop programmes, community events and activities for the pool and incremental improvement of the pool and its grounds, it can increase use and build its shire wide market.

The strategy is for the focus at Euroa Pool to:

- Proactively build its capacity as the school carnival and swimming education destination for Strathbogie Shire
- Encourage and attract a family and youth social market





The recommended works to be undertaken include:

- 2 pools shell options: Allow to install a pool lining to extend the useful life or the pool or, replace the pool shell in the future.
- Upgrade male & female change rooms and toilets. Roof them and make more comfortable. (completed in 2018/2019)
- Add informal leisure features to attract older children & teenagers. E.g. half-court basketball areas to encourage "pick up" games or outdoor ping-pong tables. Consider a climbing wall feature
- Replace/retrofit toddler pool with shallow or zero depth free form splash decks with water sprays, bubblers and low level water play equipment
- Upgrade entry, reception and change rooms areas to improve the overall look and amenity of the facility
- Improve universal access across the site:
  - Install disabled access hoist to shallow end of pool
  - Improve pathways and pool concourse around pool
  - Improve connecting pathways between carpark and pool entry
- Formalise the car parking
- Improve entrance to the facility so it's more inviting and welcoming
- Install support/social infrastructure such as tables, seating and BBQ areas
- Add shade features (possibly in school house colours) to support school carnival atmosphere
- Replace grass around pool (must be soft and comfortable – no prickles)

A concept design that provides for these elements has been prepared.

A strategic implementation plan is provided below. It includes high-level cost estimates as well as potential funding opportunities.



Table 3: Euroa Pool Strategic Implementation Plan

| Stage | Description  | Indicative Capital Cost | Capacity to Attract External Funding                   | Timing/Priorities |
|-------|--|-------------------------|--|-------------------|
| 1     | <ul style="list-style-type: none"> <li>• Replace roof to existing male and female change rooms including new ceiling and lighting</li> <li>• Make good amenities after roof construction completed</li> <li>• Upgrade entry building to improve overall look and amenity</li> <li>• Refine existing pool</li> <li>• Add disabled access hoist to shallow end</li> <li>• Install Solar Heating</li> <li>• Resurface existing concourse [concrete]</li> </ul>  | \$2,189,415             | Building Better Regions Fund (Federal Govt)            | Short (Year 1-4)  |
| 2     | <ul style="list-style-type: none"> <li>• Build splash park / water play area to replace old toddler pool</li> <li>• Make good perimeter between splash and pool concourse</li> <li>• New shade sail</li> <li>• Remove existing shade</li> <li>• Reconfigure existing carpark with central access pathways</li> <li>• New House Colour Shades</li> <li>• New tiered spectator seating</li> <li>• Replace / new turf and plant trees / landscaping</li> <li>• New half-court Basketball area paving and backboard</li> <li>• New BBQ &amp; picnic</li> </ul> | \$2,178,425             | SRV Small Aquatic Projects funding (SRV \$2:\$1 local) | Medium (Year 5-8) |
| 3     | <ul style="list-style-type: none"> <li>• New climbing wall</li> <li>• New table tennis tables</li> <li>• New shade sails</li> <li>• Demolish and remove existing 50m pool (not included in costing)</li> <li>• Replace 50m pool shell, finishes and plant (not included in costing)</li> </ul>   | \$664,404-\$856,800     |  | Long (Year 9-10+) |

*Note: Each stage includes allowance for Design/construction contingencies, Professional Fee Allowance, Authority Fees & Charges and some Loose Furniture and Equipment. Stage 3 does not include costings for the demolition, removal and replacement of the pool shell. This would cost an estimated \$3,950,000 for demolition, removal and replacement of the pool shell.*

## Nagambie Pool Strategic Development Plan

Nagamble Pool clearly has a level of ongoing support and enthusiasm however its current level of use is very low. It has the least support infrastructure and its location is considered an impediment to use so its capacity to attract people is perhaps more limited than the other shire pools.

The inclusion of programming and community events and the purchase of some pool toys and equipment, are proposed for the pool to give it the opportunity to grow its patronage and popularity. It is also proposed that its use and cost should continue to be monitored and if low usage levels persist, that once the pool shall reaches the end of its useful life (approx. 2022/23), it not be replaced.

As with all the pools, the introduction of management that will proactively programme the pool and work with local community is key.

The strategy is for the focus at Nagambie Pool to:

- Build local patronage and develop a local community flavour
- Monitor and assess the long-term sustainability of the pool once some social features are improved/provide





The proposed works to be undertaken if patronage improves include:

- Retrofit toddler pool with low level water play equipment
- Upgrade entry and reception to improve the overall look and amenity of the facility
- Improve universal access
  - Improve pathways and pool concourse around pool
  - Improve connecting pathways between carpark and pool entry
- Improve the car parking and entrance to the facility. Create more inviting and welcoming entrance
- Provide the family/social features such as tables, seating and BBQ areas
- Add shade features
- Replace grass around pool (must be soft and comfortable – no prickles)

A concept design that provides for these elements has been prepared.

A strategic implementation plan is provided. It includes high-level cost estimates as well as potential funding opportunities.

Table 4: Nagambie Pool Strategic Implementation Plan

| Stage | Description   | Indicative Capital Cost | Capacity to Attract External Funding                   | Timing/Priorities    |
|-------|---|-------------------------|--|----------------------|
| 1     | <ul style="list-style-type: none"> <li>• Purchase pool toys</li> </ul>  | \$3,800                 |  | Short<br>(Year 1-4)  |
| 2     | <ul style="list-style-type: none"> <li>• Undertake a review to determine if usage has grown with introduction of new management and programming. If not, prepare report for Council to commence decommission</li> <li>• Reline existing pool</li> <li>• Resurface existing concourse (concrete)</li> <li>• Build splash park / water play area to replace old toddler pool</li> <li>• Make good perimeter between splash and pool concourse</li> <li>• Formalise carpark</li> <li>• New front entry pavements</li> <li>• New shade sails</li> </ul> | \$1,031,110             | SPV Small Aquatic Projects funding (SPV \$2:\$1 local) | Medium<br>(Year 5-8) |
| 3     | <ul style="list-style-type: none"> <li>• Replace / new turf and plant trees / landscaping</li> <li>• New BBQ &amp; picnic facilities</li> <li>• Demolish and remove existing 25m pool (not included in costing)</li> <li>• Replace 25m pool shell, finishes and plant (not included in costing)</li> </ul>  | \$171,300               |  | Long<br>(Year 9-10+) |

*Note: Each stage includes allowance for Design/construction contingencies, Professional Fee Allowance, Authority Fees & Charges and some Loose Furniture and Equipment. Stage 3 does not include costings for the demolition, remove and replacement of the pool shell. This would cost and estimated additional \$1,400,000.*



## Nagambie Splash Park Strategic Development Plan

The opportunity to build a water-based playground on the Nagambie Lakes edge as an alternative to a traditional pool in Nagambie, found strong support during the project consultation. This could be a point of difference for Nagambie and the Strathbogie Pool network and would be an additional drawcard feature in this popular location that would support local economic development and tourism planning.

A concept design has been prepared for a Buckley Park site that provides a water play feature incorporated into the boardwalk and picnic area.

A strategic implementation plan is provided on the next page. It includes high-level cost estimates as well as potential funding opportunities.



Table 5: Nagambie Splash Park Strategic Implementation Plan

| Stage | Description   | Indicative Capital Cost | Capacity to Attract External Funding                   | Timing/Priorities |
|-------|---|-------------------------|--|-------------------|
| 1     | <ul style="list-style-type: none"> <li>Detailed design and planning process</li> <li>Grant application preparation</li> </ul>   |                         |  |                   |
| 2     | <ul style="list-style-type: none"> <li>Build Splash Park / Water play and Wet deck area</li> <li>New shade sail</li> <li>New jumping pillow</li> <li>New adventure park equipment</li> <li>New table tennis tables</li> <li>New shade sail</li> <li>Replace / new turf and plant trees / landscaping New BBQ &amp; picnic facilities</li> </ul> | \$1,829,000             | Building Better Regions Fund \$20,000 to \$10 million* |                   |
| 3     | <ul style="list-style-type: none"> <li>Nil</li> </ul>   |                         |  |                   |

\* BBFRF grant program to support projects which involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure that provide economic and social benefits to regional and remote areas. **Note: Stage 2 includes allowance for Design/construction contingencies, Professional Fee Allowance, Authority Fees & Charges and some Loose Furniture and Equipment.**









- Formalise the car parking
- Enhance entrance to the facility. Create more inviting and welcoming entrance
- Install social infrastructure such as tables, seating and BBQ areas
- Add shade features
- Replace grass around pool so it's soft and comfortable

A concept design that provides for these elements has been prepared.

A strategic implementation plan is provided opposite. It includes high-level cost estimates as well as potential funding opportunities.

Table 6: Violet Town Pool Strategic Implementation Plan

| Stage | Description   | Indicative Capital Cost | Capacity to Attract External Funding                   | Timing/Priorities |
|-------|---|-------------------------|--|-------------------|
| 1     | <ul style="list-style-type: none"> <li>• Reline existing pool</li> <li>• Resurface existing concourse [concrete]</li> <li>• Build splash park / water play area to replace old toddler pool</li> <li>• Make good perimeter between splash and pool concourse</li> <li>• Formalise carpark</li> <li>• New front entry pavements</li> <li>• New half-court Basketball area paving and backboard</li> <li>• New shade sails</li> <li>• Replace / new turf and plant trees / landscaping</li> <li>• New BBQ &amp; picnic facilities</li> <li>• Loose Furniture, Toys and Equipment</li> </ul> | \$1,992,853             | SPV Small Aquatic Projects funding (SPV \$2:\$1 local) | Short (Year 1-4)  |
| 2     | <ul style="list-style-type: none"> <li>• New table tennis tables</li> </ul>   | \$11,250                |  | Medium (Year 5-8) |
| 3     | <ul style="list-style-type: none"> <li>• Demolish and remove existing 25m pool (not included in costing)</li> <li>• Replace 25m pool shell, finishes and plant (not included in costing)</li> </ul>   | \$0                     |  | Long (Year 9-10+) |

*Note: Each stage includes allowance for Design/construction contingencies, Professional Fee Allowance, Authority Fees & Charges and some Loose Furniture and Equipment. Stage 3 does not include costings for the demolition, removal and replacement of the pool shell. This would cost and estimated additional \$1,754,000.*

## Costings

**Operational changes such as reintroducing entry fees, changing the management model and covering/blanketing the pools over winter will have an impact on the operational cost of the pools.**

### Operational Cost

The experience of other municipal areas is that they have achieved significant cost savings from similar operational changes.

An indicative operational budget based on previous attendance numbers and operational costs has been developed. It indicates that implementation of range of operational initiatives can improve the financial performance of the pools.

The indicative budget is based on the following assumptions:

#### Income Assumptions

- Season Pass holders attend at least 25 times during the season
- 75% of seasons passes issued are for families
- Families have an average of 5 people attending at one time
- 15% of seasons passes issued are for adults, 15% of seasons passes issued are for children/juniors
- 75% of casual passes issued are for children/junior admissions

- All student passes are for children/juniors
- These income calculations are conservative and comparable to similar pools in other shires

#### Expenditure Assumptions

- The baseline expenditure is the 2016/17 actual expenditure
- Benchmarked Councils the have achieved between 5% and 20% cost savings through implementation of operational changes similar to those recommended in this report.



Table 7: Strathbogie Pools Indicative Operational Budget

| Pools Income and Expenditure |               |                     | 5% improvement   | 10% improvement  | 15% improvement | 20% improvement  |
|------------------------------|---------------|---------------------|------------------|------------------|-----------------|------------------|
| Pools Income                 | Actual Income | Current Income*     |                  |                  |                 |                  |
| Avenel                       | \$344         | \$17,214            | \$18,074.82      | \$18,835.53      | \$19,798.23     | n/a              |
| Euroa                        | \$2,791       | \$29,419            | \$30,890.23      | \$32,381.19      | \$33,832.15     | n/a              |
| Nagambie                     | \$180         | \$9,481             | \$9,955.03       | \$10,429.08      | \$10,903.13     | n/a              |
| Violet Town                  | \$1,681       | \$29,434            | \$30,906.36      | \$32,377.05      | \$33,848.73     | n/a              |
| <b>Total Income:</b>         |               | <b>\$85,548</b>     | <b>\$89,825</b>  | <b>\$94,103</b>  | <b>\$98,380</b> | <b>n/a</b>       |
| Pools Expenditure            |               | Current Expenditure |                  |                  |                 |                  |
| Avenel                       |               | \$72,381            | \$68,762         | \$65,143         | \$61,524        | \$57,904         |
| Euroa                        |               | \$137,177           | \$130,318        | \$123,459        | \$116,600       | \$109,741        |
| Nagambie                     |               | \$64,099            | \$60,894         | \$57,689         | \$54,484        | \$51,279         |
| Violet Town                  |               | \$72,991            | \$69,341         | \$65,691         | \$62,042        | \$58,392         |
| <b>Total Expenditure:</b>    |               | <b>\$346,646</b>    | <b>\$329,314</b> | <b>\$311,982</b> | <b>294,649</b>  | <b>\$277,317</b> |

\*Income is indicative based on previous attendance numbers and assumptions listed above



#### **9.7.10 Business Management System**

The April 2019 Business Management System Report includes reports as follows:-

- Building Department – March 2019 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - March 2019
- Customer Enquiry Analysis Report – Report for March 2019
- Waste Management Reporting ~ Year to Date - February and March 2019
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 31 March 2019
- Review of Council Policies and Adoption of new Policies – March / April 2019
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

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

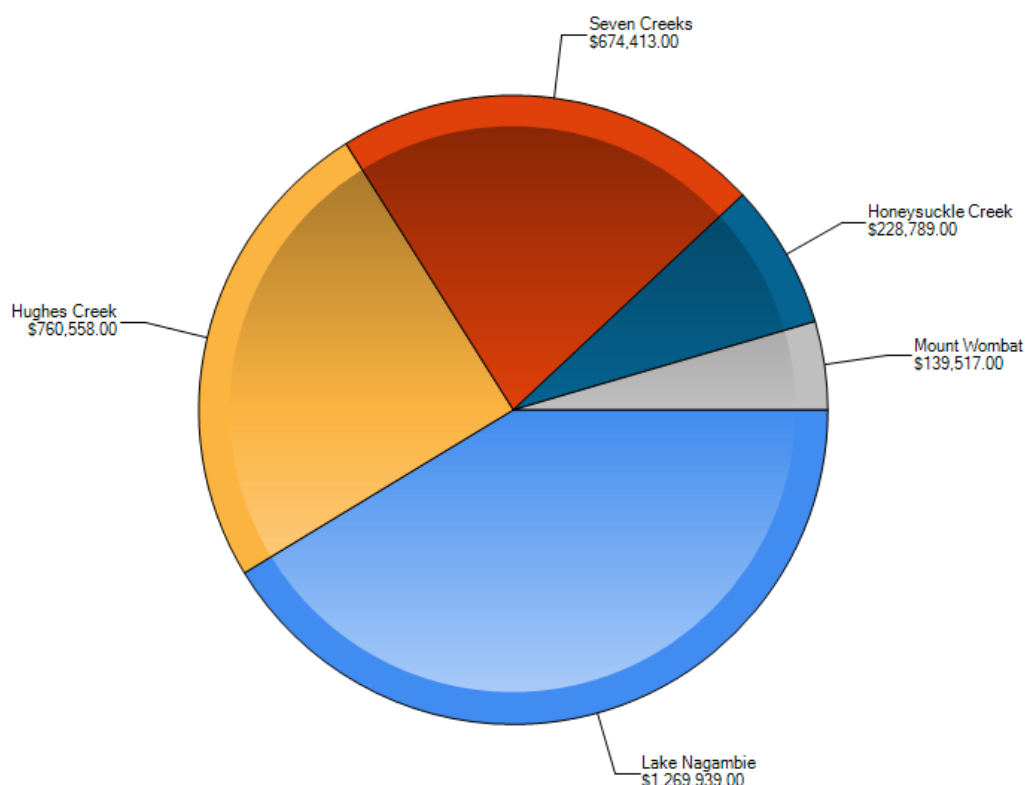
#### **RECOMMENDATION**

**That the report be noted.**

## BUILDING ACTIVITY

### MARCH 2019

Twenty-three (23) permits, with a works value of \$3,073,216, were lodged with Council in March. The majority of permits were spread fairly evenly over the Seven Creeks, Hughes Creek and Lake Nagambie Wards; however the greatest works value is attributed to the Lake Nagambie Ward due to a multi-dwelling development. The works proposed in the Hughes Creek Ward are mainly rural whereas the works proposed in the Seven Creeks and Lake Nagambie Wards are predominantly urban.



### Honeysuckle Creek

| Permit Number | Permit Date | Works           | Building Use      | Town        | Cost Of Works |
|---------------|-------------|-----------------|-------------------|-------------|---------------|
| 20190165/0    | 20/03/2019  | Construction of | Dwelling & Garage | Violet Town | \$228,789.00  |

### Hughes Creek

| Permit Number | Permit Date | Works           | Building Use      | Town     | Cost Of Works |
|---------------|-------------|-----------------|-------------------|----------|---------------|
| 201801019     | 15/01/2019  | Construction of | Horse arena cover | Locksley | \$254,021.00  |
| 201900144     | 22/03/2019  | Construction of | Farm Shed         | Nagambie | \$53,310.00   |
| 20192955/0    | 20/02/2019  | Construction of | Dwelling          | Avenel   | \$290,000.00  |
| 20192966/0    | 19/02/2019  | Construction of | Farm Shed         | Tabilk   | \$13,500.00   |
| 20192997/0    | 20/02/2019  | Construction of | Stables           | Longwood | \$138,000.00  |
| 20193012/0    | 22/03/2019  | Construction of | Shed              | Avenel   | \$11,727.00   |

## Lake Nagambie

| Permit Number | Permit Date | Works                      | Building Use                         | Town          | Cost Of Works |
|---------------|-------------|----------------------------|--------------------------------------|---------------|---------------|
| 20183887/0    | 14/03/2019  | Construction of            | Shade sail                           | Nagambie      | \$7,826.00    |
| 201900150     | 5/03/2019   | Construction of            | Farm Shed                            | Arcadia South | \$55,043.00   |
| 20190031/0    | 20/03/2019  | Installation of            | Swimming Pool, Swimming Pool Barrier | Nagambie      | \$54,080.00   |
| 20190033/0    | 19/03/2019  | Construction of            | Dwelling & Garage                    | Nagambie      | \$295,490.00  |
| 20190287/0    | 15/03/2019  | Construction of            | Verandah                             | Nagambie      | \$7,500.00    |
| 20192956/0    | 18/02/2019  | Construction of            | 4x Dwellings                         | Nagambie      | \$700,000.00  |
| 20192965/0    | 25/02/2019  | Construction of            | Shed                                 | Nagambie      | \$60,000.00   |
| 20194040/0    | 13/03/2019  | Alterations & Additions to | Aged Care Building                   | Nagambie      | \$90,000.00   |

## Mount Wombat

| Permit Number | Permit Date | Works                      | Building Use | Town        | Cost Of Works |
|---------------|-------------|----------------------------|--------------|-------------|---------------|
| 20192975/0    | 28/02/2019  | Alterations & Additions to | Dwelling     | Strathbogie | \$139,517.00  |

## Seven Creeks

| Permit Number | Permit Date | Works                          | Building Use           | Town  | Cost Of Works |
|---------------|-------------|--------------------------------|------------------------|-------|---------------|
| 20183851/0    | 18/03/2019  | Construction of                | Dependant Persons Unit | Euroa | \$90,000.00   |
| 20190030/0    | 11/03/2019  | Construction of                | Dwelling & Garage      | Euroa | \$303,235.00  |
| 20192967/0    | 18/02/2019  | Extension to                   | Shed                   | Euroa | \$20,000.00   |
| 20192976/0    | 28/02/2019  | Alterations & Additions to     | Dwelling               | Euroa | \$75,778.00   |
| 20192987/0    | 26/02/2019  | Restump of                     | Dwelling               | Euroa | \$9,300.00    |
| 20192998/0    | 6/03/2019   | Restump of                     | Dwelling               | Euroa | \$9,000.00    |
| 20193011/0    | 21/03/2019  | Alteration to, Construction of | Dwelling, Garage       | Euroa | \$167,100.00  |

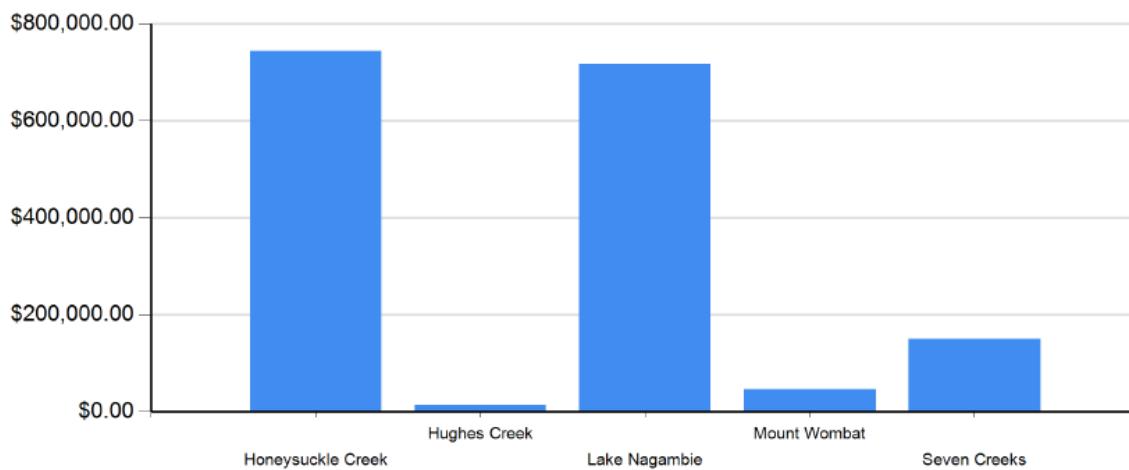
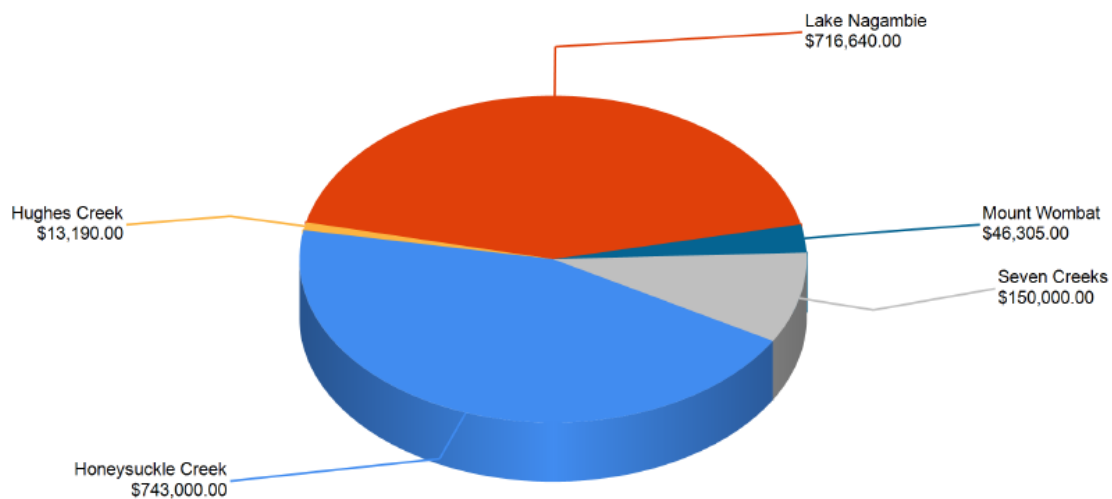
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL  
IMPROVED VALUE)  
MARCH 2019**



## Planning Applications Determined

March 2019

|                          |                           |
|--------------------------|---------------------------|
| <b>Honeysuckle Creek</b> | <b>\$743,000.00</b>       |
| Sheans Creek             | \$340,000.00              |
| Tamleugh                 | \$325,000.00              |
| Violet Town              | \$78,000.00               |
| <br><b>Hughes Creek</b>  | <br><b>\$13,190.00</b>    |
| Longwood                 | \$13,190.00               |
| <br><b>Lake Nagambie</b> | <br><b>\$716,640.00</b>   |
| Goulburn Weir            | \$15,000.00               |
| Mangalore                | \$250,000.00              |
| Mangalore                | \$56,640.00               |
| Nagambie                 | \$395,000.00              |
| <br><b>Mount Wombat</b>  | <br><b>\$46,305.00</b>    |
| Creightons Creek         | \$14,500.00               |
| Ruffy                    | \$31,805.00               |
| <br><b>Seven Creeks</b>  | <br><b>\$150,000.00</b>   |
| Euroa                    | \$150,000.00              |
| <br><b>Total Value</b>   | <br><b>\$1,669,135.00</b> |



## CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR MARCH 2019



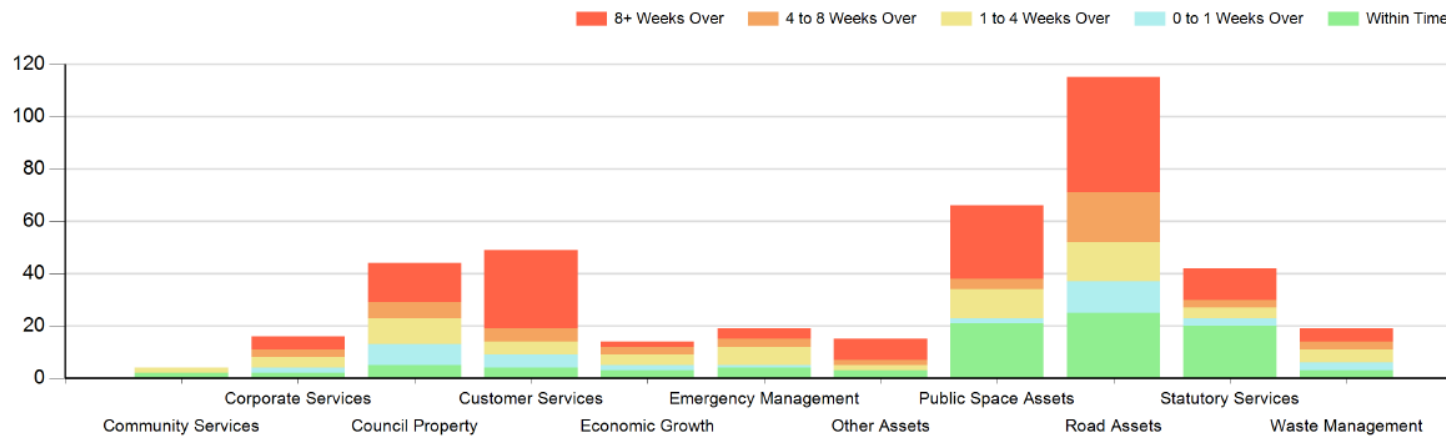
### Request Throughput Analysis

01/03/2019 to 31/03/2019

|        |                     |       |        |       |
|--------|---------------------|-------|--------|-------|
| C<br>N | Complete / New      | > 80% | 50-80% | < 50% |
|        | Overdue / Remaining | < 33% | 34-70% | > 70% |

| Service Area         | Existing Requests | New Requests | Completed Requests | Remaining Requests | C<br>N | Within Time | Over Time | O<br>R | Pending Resources | Service Area Usage              |
|----------------------|-------------------|--------------|--------------------|--------------------|--------|-------------|-----------|--------|-------------------|---------------------------------|
| Community Services   | 3                 | 18           | 17                 | 4                  | ✓      | 2           | 2         | ⚠      | 0                 | <div style="width: 10%;"></div> |
| Corporate Services   | 17                | 42           | 43                 | 16                 | ✓      | 2           | 14        | ✗      | 0                 | <div style="width: 20%;"></div> |
| Council Property     | 36                | 43           | 35                 | 44                 | ✓      | 5           | 39        | ✗      | 0                 | <div style="width: 25%;"></div> |
| Customer Services    | 46                | 47           | 44                 | 49                 | ✓      | 4           | 45        | ✗      | 0                 | <div style="width: 30%;"></div> |
| Economic Growth      | 19                | 97           | 102                | 14                 | ✓      | 3           | 11        | ✗      | 0                 | <div style="width: 40%;"></div> |
| Emergency Management | 27                | 46           | 53                 | 19                 | ✓      | 4           | 15        | ✗      | 1                 | <div style="width: 25%;"></div> |
| Other Assets         | 18                | 13           | 16                 | 15                 | ✓      | 3           | 12        | ✗      | 0                 | <div style="width: 5%;"></div>  |
| Public Space Assets  | 65                | 54           | 42                 | 66                 | ⚠      | 21          | 45        | ⚠      | 11                | <div style="width: 30%;"></div> |
| Road Assets          | 100               | 81           | 66                 | 115                | ✓      | 25          | 90        | ✗      | 0                 | <div style="width: 45%;"></div> |
| Statutory Services   | 62                | 127          | 147                | 42                 | ✓      | 20          | 22        | ⚠      | 0                 | <div style="width: 55%;"></div> |
| Waste Management     | 12                | 13           | 6                  | 19                 | ⚠      | 3           | 16        | ✗      | 0                 | <div style="width: 5%;"></div>  |

### Request Ageing






## Service Usage



## 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.

|                              |   |   |   |
|------------------------------|---|---|---|
|                              |  |  |  |
| $\frac{C}{N}$ Complete / New | > 80%   | 50-80%  | < 50%   |

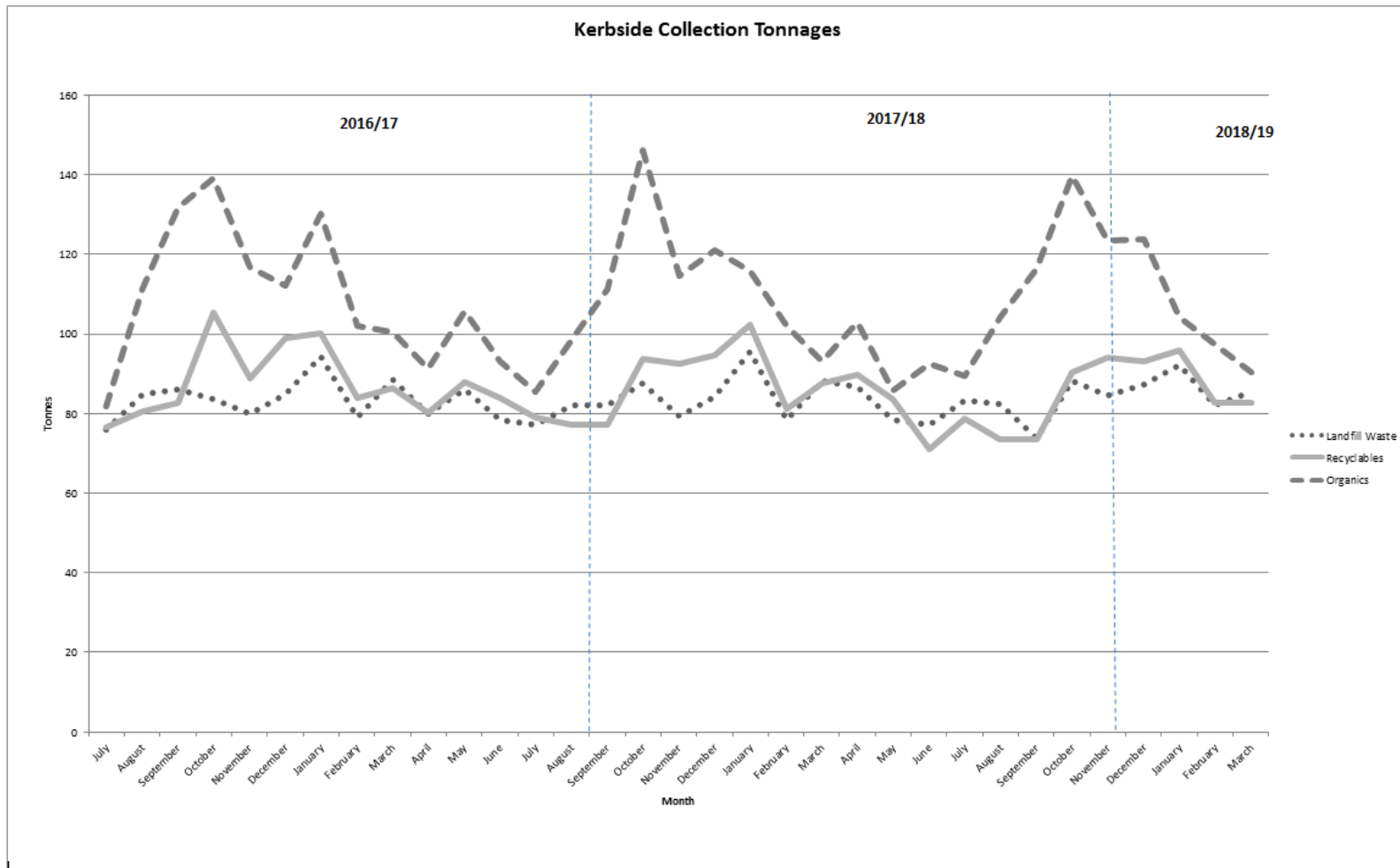
|           |   |
|-----------|---|
| Service   | Activities that provide value to the customer                                       |
| Remaining | Requests incomplete at end of reporting period                                      |
| Completed | Requests completed during reporting period  |
| Over 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.

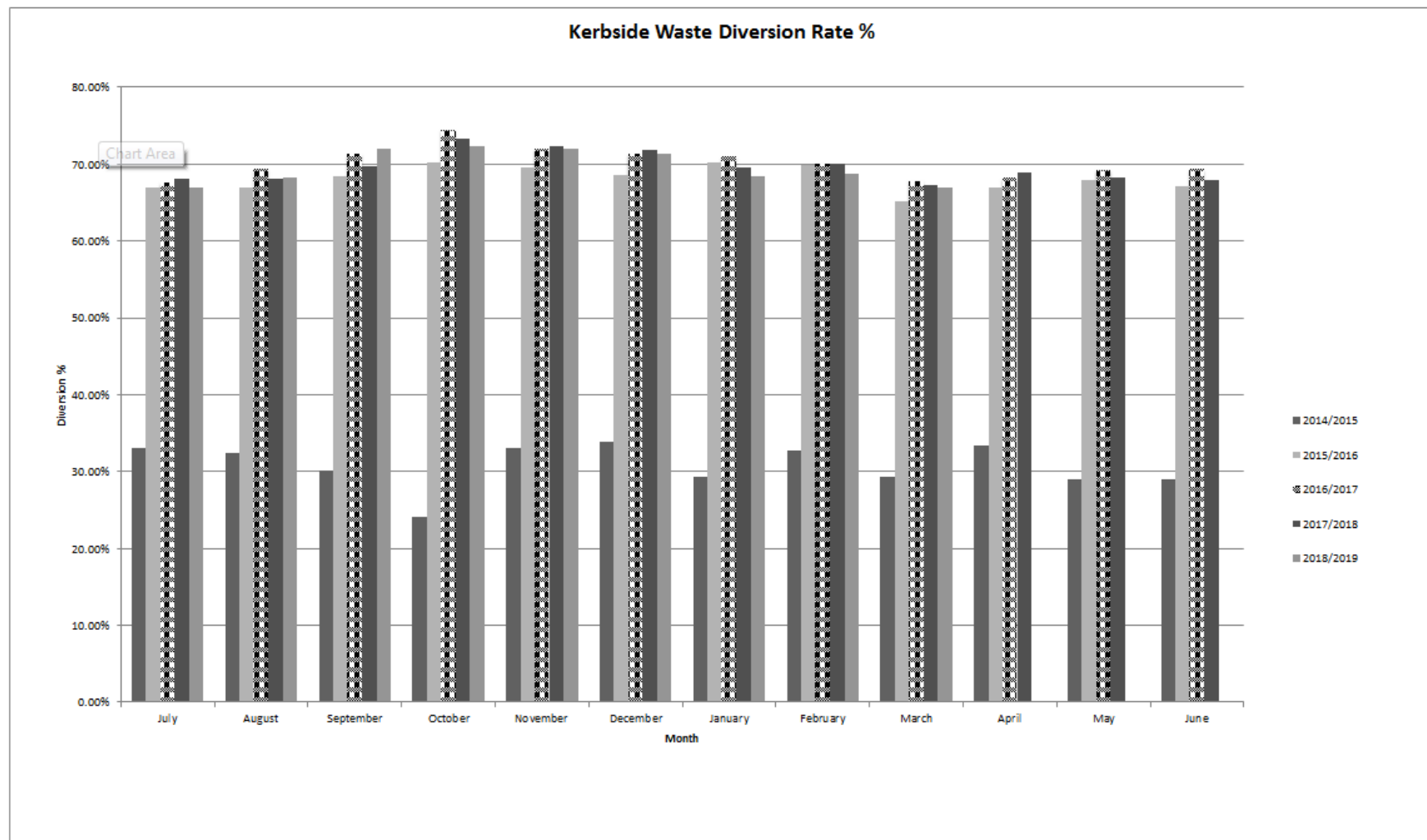
|                                   |   |   |   |
|-----------------------------------|---|---|---|
|                                   |  |  |  |
| $\frac{O}{R}$ Overdue / Remaining | < 33%   | 34-70%  | > 70%   |



# **WASTE MANAGEMENT REPORTING** **YEAR TO DATE - FEBRUARY AND MARCH 2019**

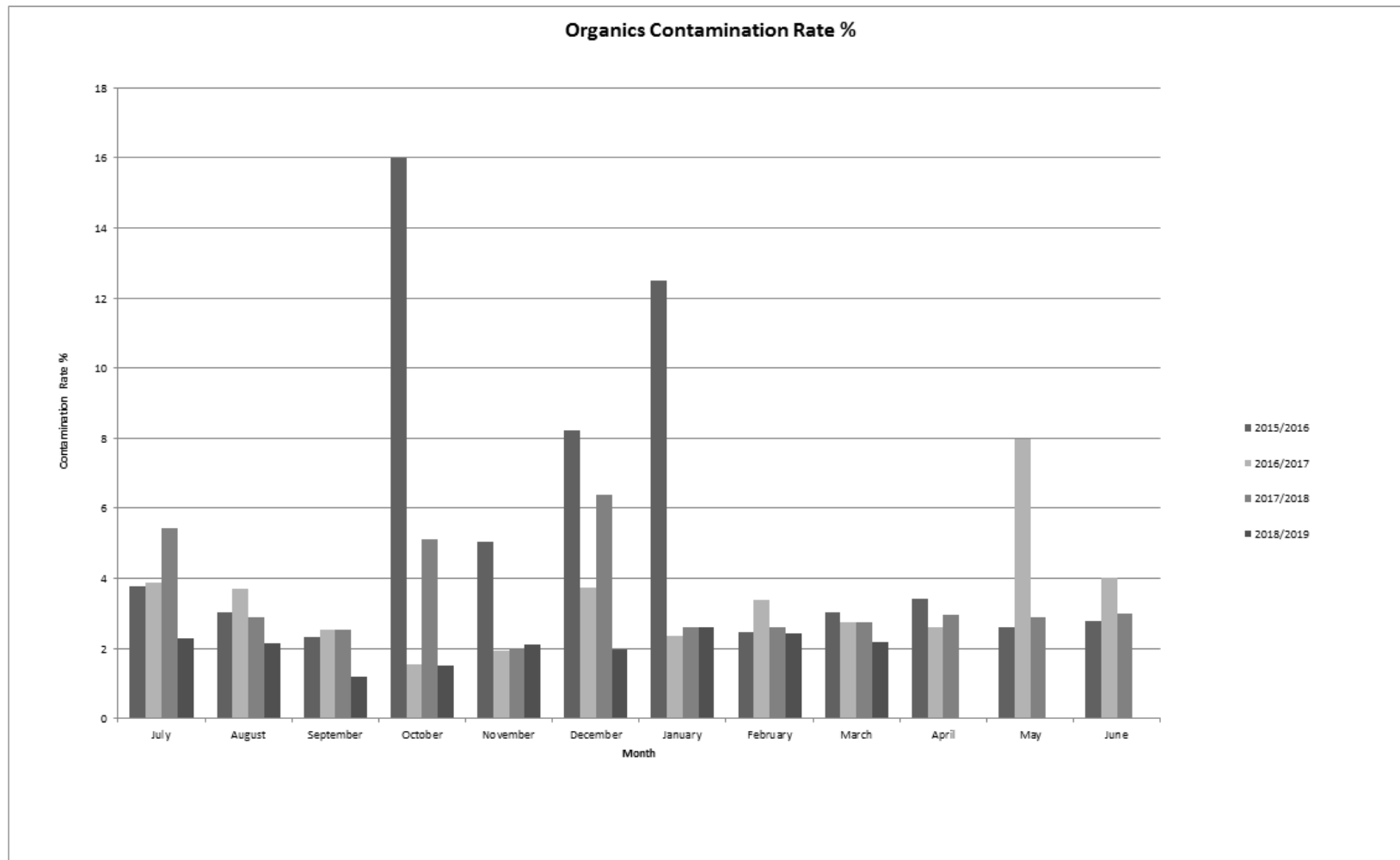


Organics quantities for the months of February and March fell again in a similar pattern to last year. This is most likely a result of the warmer weather / drier conditions contributing to less green waste being collected. Landfill waste and recyclables quantities are fairly consistent with previous February and March figures, although there was a slight drop in recyclables in March.



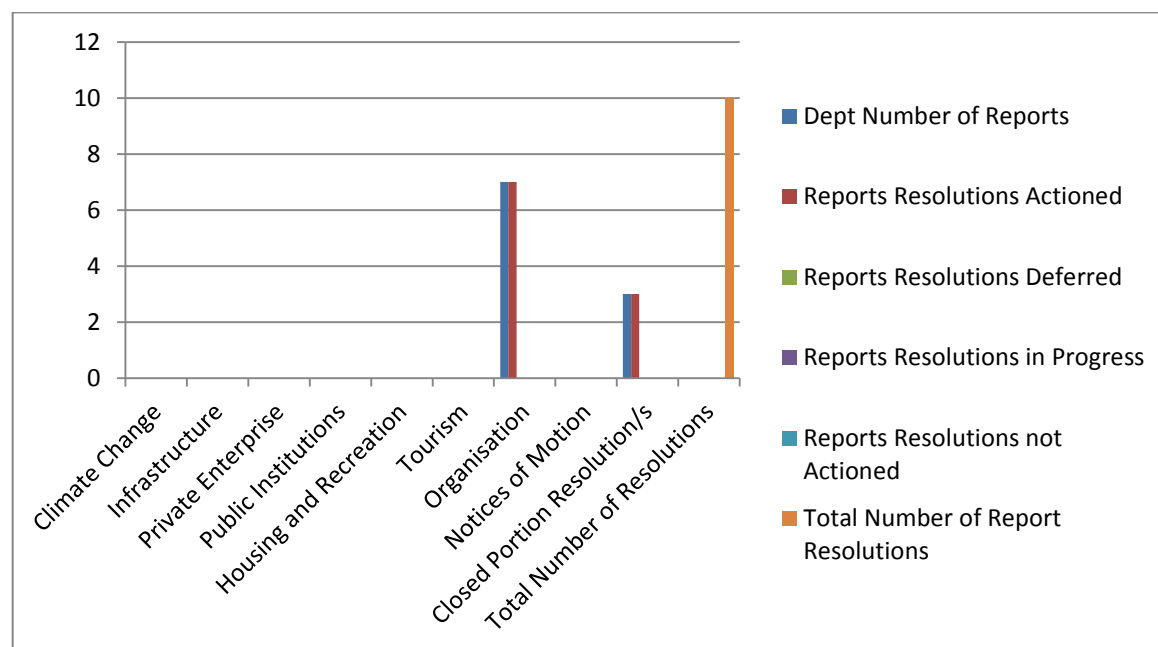
Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.

The diversion rates for February and March 2019 (66.92%) both fell compared to previous years. Again, this can be attributed to the decrease in organics tonnages collected for the month.



The contamination rates for February and March 2019 (2.43% and 2.17% respectively) fell from the preceding month of January. They were the lowest for these months since the introduction of the service and well below the 3% target rate for the region.

**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**COUNCIL MEETING – 19 MARCH 2019**



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO**  
**31 MARCH 2019**

*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.*

| <b>Council Meeting Date</b> | <b>Item No.</b> | <b>Description</b>                                   |
|-----------------------------|-----------------|--|
| 18/12/18                    | 9.7.5           | School Crossing Supervisor Review                    |
| 18/12/18                    | 9.7.11          | Proposed Violet Town Recreation Reserve Toilet Block |

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

| <b>Review of Policy / New Policy</b> | <b>Policy Name</b> | <b>Period of Review</b> | <b>Outcome</b> |
|--------------------------------------|--------------------|-------------------------|----------------|
| <i>Nil</i>                           |                    |                         |                |

## **RECORDS OF ASSEMBLIES OF COUNCILLORS**

### **For period 6 March to 2 April 2019**

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 12 March 2019

**Time:** 9.30 a.m. - 5.00 p.m.

#### **Attendees:**

##### Councillors

Amanda McClaren

Debra Bower

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

##### Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Innovation and Performance)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

##### Apologies

Nil

#### Declarations of Interest

1. Internal Workshop - ARTC Proposal/s
2. Budget Update
3. Violet Town Business Opportunity
4. Sustainable Strathbogie 2030
5. Councillors Discussions
6. GoNagambie Update
7. Review of Draft February Ordinary Council Meeting Agenda
8. Assembly of Councillors
  - 8.1 Mayor and CEO Meetings Attendances
  - 8.2 Councillors Meetings Attendances
  - 8.3 Community Planning Program Guidelines Review
  - 8.4 Seven Creeks Park – Proposed All Abilities Access Ramp and Walkway
  - 8.5 Draft Memorandum of Understanding - Newhaven Rail Group P/L
  - 8.6 Rural Councils Victoria - First Speaker Announcement for April Mayors, Councillors and CEOs Forum
  - 8.7 Ruffy Gymkhana - Sunday 17 March 2019
  - 8.8 Benalla - Euroa - Violet Town Group of Melbourne Legacy - Changeover Dinner

- 8.9 Melbourne to Brisbane Inland Rail Project Symposium
- 8.10 Walking Track - Regatta Centre to Town (Nagambie)
- 8.11 Diesel Tank - Strathbogie Recreation Reserve
- 9. Councillors / CEO Discussions

Councillor/s - Declaration of Interest/s / Direct or Indirect

| Matter No. | Names of Councillor/s who disclosed interest | Did the Councillor/s leave the meeting? |
|------------|--|---|
| Item 6     | Cr McClaren                                  | No                                      |
| Item 8.11  | Cr Mason                                     | Yes                                     |

Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

| Matter No. | Names of Councillor/s who disclosed interest | Did the Officer/s leave the meeting? |
|------------|--|--------------------------------------|
|------------|--|--------------------------------------|

## Record of Assembly of Councillors

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 19 March 2019

**Time:** 9.30 a.m. - 7.00 p.m.

### **Attendees:**

#### Councillors

Amanda McClaren

Debra Bower

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

#### Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Innovation and Performance) (*apology for Item 9*)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

#### Apologies

Nil

### Declarations of Interest

1. Briefing / Update by ARTC Representatives ~ Euroa Precinct Proposal/s
2. Councillors Discussions
3. Capital Works Update
4. Budget / Council Plan Review
5. Council Agenda Review
6. Item/s for Discussion
  - 6.1 Mayor and CEO Meetings Attendances
  - 6.2 Councillors Meetings Attendances
  - 6.3 VLGA Membership Renewal
  - 6.4 Goulburn River Valley Tourism - Memorandum of
  - 6.5 ARTC Briefing
7. Councillors / CEO Discussions
8. Informal Meeting with Community Members / Cuppa and Chat
9. Council Meeting



Councillor/s - Declaration of Interest/s / Direct or Indirect

| Matter No. | Names of Councillor/s who disclosed interest | Did the Councillor/s leave the meeting? |
|------------|--|---|
| Item 6.4   | Cr McClaren                                  | No                                      |

Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

| Matter No. | Names of Councillor/s who disclosed interest | Did the Officer/s leave the meeting? |
|------------|--|--------------------------------------|
|------------|--|--------------------------------------|

## Record of Assembly of Councillors

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 26 March 2019

**Time:** 10.00 a.m. - 5.30 p.m.

### Attendees:

#### Councillors

Amanda McClaren  
Debra Bower  
Malcolm Little  
John Mason  
Kate Stothers  
Alistair Thomson  
Graeme (Mick) Williams

#### Officer/s

Steve Crawcour (Chief Executive Officer)  
Phil Howard (Director, Innovation and Performance)  
David Roff (Group Manager Corporate and Community)  
Jeff Saker (Group Manager, Community Assets)

#### Apologies

Nil

### Declarations of Interest

#### 1. Councillors Discussions

##### Declarations of Interest

2. Euroa Flood Management Program, including easements
3. Matthew Burns - Chief Executive Officer, Taungurung Land and Waters Council
4. Budget Review
5. Special Council Meeting Agenda Review
6. Planning Agenda Review / Planning Matters
7. Goulburn River Valley Tourism - briefing by Chair and Executive Officer
8. Item/s for Discussion
  - 8.1 Mayor and CEO Meetings Attendances
  - 8.2 Councillors Meetings Attendances
  - 8.3 Violet Town RSL Sub-Branch ~ invitation to ANZAC Day 2019 Commemorations
  - 8.4 Australian Local Government Association ~ request for Council's support of 2019 Yellow Ribbon National Road Safety Week.
  - 8.5 Meeting to be held on Tuesday 30 April 2019 (fifth Tuesday of the month)
9. Councillors / CEO Discussions

- 10. Planning Committee Meeting
- 11. Special Council Meeting
  - Australian Rail Track Corporation (ARTC) - Inland Rail

Councillor/s - Declaration of Interest/s / Direct or Indirect

| Matter No.            | Names of Councillor/s who disclosed interest | Did the Councillor/s leave the meeting? |
|-----------------------|--|---|
| Item No. 6 & 10 / 6.2 | Cr Mason                                     | Yes                                     |
| Item No. 7            | Cr McClaren                                  | No                                      |

Officer/s - Declaration of Interest/s / Direct or Indirect - NIL

| Matter No. | Names of Councillor/s who disclosed interest | Did the Officer/s leave the meeting? |
|------------|--|--------------------------------------|
|------------|--|--------------------------------------|

**RECORD OF MEETINGS OF SPECIAL COMMITTEES OF COUNCIL**

**RECORD OF MINUTES OF MEETINGS RECEIVED IN THE MARCH / APRIL 2019  
PERIOD**

| <b>Name of Special Committee</b>                      | <b>Date of Meeting</b> |
|---|------------------------|
| Gooram Soldiers Memorial Hall Committee of Management | 13/02/2019             |
| Violet Town Hall Committee                            | 04/03/2019             |
| Creighton's Creek Recreation Reserve                  | 05/03/2019             |
| Euroa Citizen's Band                                  | 19/03/2019             |

**10. NOTICES OF MOTION**

**11. URGENT BUSINESS**

**12. CLOSURE OF MEETING TO THE PUBLIC**

..... p.m.

**CRS** ..... –

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

- **Ground(s) under section 89(2):**  
89(2)(d) Contractual Matters

C.P. 1 Contract No. 18/19-17 ~ Evaluation Report  
- Provision of Banking and Bill Payment Services

..... p.m.

**CRS** ..... -

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

**13. CONFIRMATION OF ‘CLOSED PORTION’ DECISION/S**

*Closed Portion Decision/s* -

**RECOMMENDATION**

**CRS** ..... -

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

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