



**STRATHBOGIE SHIRE COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE STRATHBOGIE SHIRE COUNCIL  
HELD ON TUESDAY 16 MAY 2017 AT THE EUROA COMMUNITY CONFERENCE  
CENTRE, COMMENCING AT 6.00 P.M.**

***Due to the Chair being an apology for the meeting, the Chief Executive Officer took the role of Temporary Chair to facilitate the election of an Acting Chair for the meeting.***

***The Temporary Chair called for nominations.***

***Councillors Thomson and Mason nominated Councillor Little to act as Chair for the meeting.***

***There being no further nominations, Councillor Little was duly elected Acting Chair for the meeting.***

**Councillors:**

Malcolm Little (Acting Chair)	(Hughes Creek Ward)
John Mason	(Seven Creeks Ward)
Kate Stothers	(Honeysuckle Creek Ward)
Alistair Thomson	(Mount Wombat Ward)

**Officers:**

Steve Crawcour - Chief Executive Officer (CEO)
Roy Hetherington - Director, Asset Services (DAS)
David Roff - Acting Director, Corporate and Liveability (ADCL)

**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 Debra Swan	(Lake Nagambie Ward)
Councillor Amanda McClaren (Chair)	(Lake Nagambie Ward)
Councillor Graeme (Mick) Williams	(Seven Creeks Ward)
Phil Howard - Director, Sustainable Development (DSD)	

4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 18 April 2017 and Special Meeting of Council held on Tuesday 2 May 2017.

77/17 **CRS THOMSON/MASON** : *That the Minutes of the Ordinary Meeting of Council held on Tuesday 18 April 2017 and Special Meeting of Council held on Tuesday 2 May 2017 be confirmed*

**CARRIED**

5. Disclosure of Interests

Nil.

6. Petitions

Nil.

7. Reports of Mayor and Councillors and Delegates

The Mayor and Councillors provided verbal reports on meetings / events attended over the past month.

8. Public Question Time

Public Question Time will be conducted as per Strathbogie Shire Council's Meeting Procedure Local Law No. 1, Clause 32

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

Council Ref: TM: 15/2017

1. Investigation study on Violet Town 'flood' is a total waste of money - incorrect study.

The drainage system was blocked due to incapable Shire Management.

Response:

*DAS advised that the independent report recommendations, if adopted by Council, would see the situation relevant to each property examined and flood mitigation proposals developed, jointly with landowners.*

2. Euroa Saleyards - Expenditure on Roof  
Stage 1 - \$??                      Stage 2 - \$??

What's happening to the road reserve?

Response:

*DAS took on notice the request to provide a breakup of expenditure on stages 1 and 2, and advised that the process to obtain title to the closed road was nearing completion.*

8. Public Question Time (cont.)

Council Ref: PB: 16/2017

1. I have received a rates notice for a residence that I don't own. Despite several contacts with the Shire - phone calls and at the desk - I cannot get it removed from my rates notice. I want to pay my proper rates because I don't want to be charged interest. Could you please resolve this ASAP?

Response:

*Initial discussions held between submitter of question and ADCL. Further clarification is to be provided following return of rates officer/s from leave.*

2. Footpath between Weir Street and the hospital need cleaning up. The grass was so long I nearly tripped. The cut grass is also dangerous.

Response:

*DAS to investigate and will contact submitter directly with response.*

Council Ref: AM: 17/2017

1. I dropped this letter (*note: letter referred to was attached to the PQT form*) to the Council (delivered by my grandfather) regarding the road.

I am wondering what's happening to it regards the letter.

Response:

*Enquiry of the matter by CEO revealed that a response to the letter was unable to be provided due to there being no address or contact phone number listed in the letter.*

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

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 20 June 2017, at the Euroa Community Conference Centre, commencing at 6.00 p.m.

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## 9. REPORTS

### 9.7 ORGANISATION

#### 9.7.1 Strathbogie Shire Council Audit Committee - Amendment of Motion in relation to composition of Audit Committee

##### **Report Description**

This report proposes that Council agree to retain the Audit Committee composition to be a minimum of 3 members – one Councillor and a minimum of two external independent persons.

##### **Author**

Acting Director, Corporate and Liveability /Corporate and Liveability 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**

This report responds to the following notice provided by Councillor Thomson and lodged with the CEO on Wednesday 19 April 2017:

*“Under Local Law No.1 (Meeting Procedure) Section 76 I wish to give notice to the Chief Executive of my intention to propose a motion at the next meeting of Council made on Item 9.7.3. (Audit Committee – Review of Charter).”*

##### **RECOMMENDATION**

**That the amended Audit Committee Charter, as attached, be adopted.**

*78/17 CRS THOMSON/MASON : That the Recommendation be adopted.*

**CARRIED**

##### **Background**

At the Council meeting of 18 April 2017 Council resolved:

*“That the Charter be amended to reflect Membership of the Audit Committee to be four (4) external members and one (1) Councillor.”*

Council’s Audit Committee had reviewed the Committee’s Charter and provided a number of recommendations to Council including seeking an increase in the size of the Audit Committee to include an additional Councillor, being the Mayor or representative.

9.7.1 Strathbogie Shire Council Audit Committee  
- Amendment of Motion in relation to composition of Audit Committee (cont.)

By email of 19 April 2017, Councillor Thomson requested that the CEO not act on the decision and prepare a report to amend the decision , which would adopt the balance of changes suggested by the Audit Committee (largely administrative) , but leave the Audit Committee composition as it was previously , being:

- *“a minimum of three members – one Councillor and a minimum of two external independent persons. Council will appoint a substitute member who may only attend meetings in the absence of the principal Council representative. All members shall have full voting rights, including the Council substitute member.”*

In support of retention of the previous composition Councillor Thomson advises:

- The Audit Committee had not suggested a change as was subsequently resolved
- Recruitment of an additional member would increase the cost of the Audit Committee through sitting fees

**Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternative courses of action, which have already been discussed by Council.

**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.



9.7.1 Strathbogie Shire Council Audit Committee  
- Amendment of Motion in relation to composition of Audit Committee (cont.)

**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.

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

**Attachments**

Revised Audit Committee Charter.



## **STRATHBOGIE SHIRE COUNCIL**

### **AUDIT COMMITTEE CHARTER**

**Purpose:** The Audit Committee (the Committee) is appointed by Council and pursuant to Section 139 of the Local Government Act as amended.

**Objectives:**

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

The main objectives of the Committee is to assist Council in discharging its oversight responsibilities in relation to the following matters:

- Financial management and statutory reporting process to ensure balance, transparency and integrity of published financial information;
- The effectiveness of Council's internal control and risk management systems;
- The effectiveness of the internal audit function;
- The independent external audit process including assessing the performance of the external auditor;
- Council's process for monitoring compliance with legislation and regulations and Council policies affecting financial management and statutory reporting; and
- Key policies impacting the effectiveness of Council's governance framework, including Code of Ethics, Fraud Policy, Whistleblower Policy, etc.

In performing its duties, the Committee will maintain effective working relationships with Council, management and the external and internal auditors. To perform their roles effectively, each Audit Committee member is expected to develop and maintain their skills and knowledge, including their understanding of the Committee's responsibilities and of Council's business, operations and risks.

#### **Authority**

The Committee is an independent advisory committee of Council, established pursuant to Section 139 of the Local Government Act 1989 as amended. Council authorises the Committee, within its scope of responsibilities, to:

- Perform activities within the scope of its Charter;
- Require the attendance of senior council employees at meetings as appropriate;
- Have unrestricted access to members of the management team and relevant information;
- Monitor matters reported to council pursuant to the Whistleblower legislation (recognising that there are strict confidentiality requirements under that legislation);
- Be directly responsible for the performance of the external auditor and internal auditors.

The Committee does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility.

The Committee does not have any management functions and is therefore independent of management.

**Conflicts of Interest:**

In accordance with Section 79 of the Local Government Act 1989 as amended (the Act), members of the Committee are required to disclose all conflicts of interest and may not be eligible to vote on a matter or attend the relevant section of a meeting at which the subject of the conflict will be considered, depending on the nature of the conflict. Members of the Committee are expected to be aware of the provisions of the Act with regard to conflicts of interest thereof. Failure to comply with the provisions of the Act with regard to conflicts of interest may result in the member's appointment being terminated.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to its Charter in order to facilitate decision-making by Council in relation to the discharge of its responsibilities.

Corporate Governance

Council recognizes the importance of good corporate governance and is committed to ensuring high standards are set and maintained. The Audit Committee plays a significant role in monitoring and promoting these high standards.

Recognising that audit programs and internal controls are but one element of good corporate governance, the Audit Committee will work with the Council, Council management and Internal Audit to develop a framework for monitoring the multi dimensional elements of corporate governance. The work to be conducted by Local Government and other relevant peak bodies in this area will be closely monitored.

Membership

- (a) A minimum of three members – one Councillor and a minimum of two external independent persons. Council will appoint a substitute member who may only attend meetings in the absence of the principal Council representative. All members shall have full voting rights, including the Council substitute member.
- (b) External independent persons will have senior risk, business, financial or legal knowledge and experience, and be conversant with the financial and other reporting requirements. The evaluation of potential members will be undertaken by the Mayor and Chief Executive Officer taking account of the experience of candidates and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment put to Council.
- (c) Appointments of external persons shall be made by Council by way of a public advertisement. The terms of the appointment will generally be for a period of 3 years and should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives. Council may reappoint current external members from time to time

- (d) If the Council proposes to remove a member of the Committee, it must give written notice to the member of its intention to do so and provide that member with the opportunity to be heard at a Council meeting which is open to the public, if that member so requests.
- (e) Remuneration for attendance at Audit Committee meetings will be paid to each independent member of the Committee on a per sitting basis. The rate of remuneration for both the Chairperson and Committee members will be determined by Council.  
  
Payment for the attendance of Committee members at other meetings, seminars etc. will be at the discretion of the Chief Executive Officer.
- (f) The Chairperson shall be appointed from the external members of the Committee by the Audit Committee, subject to Council's approval. In the absence of the appointed Chairperson from a meeting, the Committee will appoint a member to the position of Acting Chairperson.
- (g) A quorum shall be a majority of Committee members, with at least one Council and one external member of the Committee.
- (h) The Chief Executive Officer, Group Manager Corporate and Liveability and Financial Accountant should attend all meetings. The internal audit advisor will attend as required by the Committee. Other members of Council or Council staff may be invited to attend at the discretion of the Committee to advise and provide information when required.
- (i) Representatives of the external auditor should be invited to attend at the discretion of the Committee but **must** attend meetings considering the draft annual financial report and results of the external audit.
- (j) Council shall provide secretarial and administrative support to the Committee.

### Meetings

- (k) The Committee shall meet at least quarterly.

A schedule of meetings will be developed and agreed to by the members.

Additional meetings shall be convened at the discretion of the Chairperson or at the written request of any member of the Committee or external auditor.

### Reporting

- (l) The Audit Committee shall after every meeting forward the minutes of that meeting to the next ordinary meeting of Council, including a report explaining any specific recommendations and key outcomes.
- (m) The Committee shall report annually to the Council summarising the activities of the Committee during the previous financial year.

|

## Duties and Responsibilities

- (n) The following are the duties and responsibilities of the Audit Committee in pursuing its Charter:-
- (i) To prepare, approve and review the scope of the internal audit plan and program and the effectiveness of the internal function. This review should consider whether the internal audit plan systematically addresses:
    - internal controls over significant areas of risk, including non-financial management control systems;
    - internal controls over revenue, expenditure, assets and liability processes;
    - compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements.
    - accountability and internal control of matters affecting the operations of Council.
  - (ii) Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or Chief Executive Officer.
  - (iii) Review the level of resources allocated to internal audit and the scope of its authority.
  - (iv) Review reports of internal/external audit and the extent to which Council and management react to matters raised by internal/external audit, by monitoring the implementation of recommendations made by internal/external audit.
  - (v) Facilitate liaison with the external auditor to promote compatibility, to the extent appropriate, between their internal and external programs.
  - (vi) Critically analyse and follow up any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant under the Committee's terms of reference. Review management's response to, and actions taken as a result of the issues raised.
  - (vii) Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.
  - (viii) Monitor ethical standards and related party transactions by determining whether the systems of control are adequate.
  - (ix) Review acceptance and participation in the development and implementation of the highest standards of corporate governance including monitoring compliance with Council's Code of Conduct.

- (x) Review Council's draft annual financial report, focusing on:
  - accounting policies and practices;
  - changes to accounting policies and practices;
  - the process used in making significant accounting estimates;
  - significant adjustments to the financial report (if any) arising from the audit process;
  - compliance with accounting standards and other reporting requirements;
  - significant variances from prior years.
  
- (xi) Discuss with the external auditor the scope of the audit and the planning of the audit.
  
- (xii) Discuss with the external auditor issues arising from the audit, including any management letter issued by the auditor and the resolution of such matters.
  
- (xiii) Review tendering arrangements and advise Council.
  
- (xiv) Review the annual performance statement and recommend its adoption to Council.
  
- (xv) Review issues relating to national competition policy and Local Government Performance Reporting Framework.
  
- (xvi) Identify and refer specific projects or investigations deemed necessary through the Chief Executive Officer and the Council if appropriate. Oversee any subsequent investigation, including overseeing of the investigation of any suspected cases of fraud within the organisation.
  
- (xvii) Monitor the progress of any major lawsuits facing the Council.
  
- (xviii) Address issues brought to the attention of the Committee, including responding to requests from Council for advice that are within the parameters of the Committee's terms of reference.
  
- (xviii) Report to Council after each meeting, in the form of minutes or otherwise, and as necessary, and provide an annual report to Council summarising the activities undertaken during the year.
  
- (xx) The Audit Committee, in conjunction with Council and the Chief Executive Officer, should develop the Committee's performance indicators.
  
- (xxi) Review the findings and recommendations of any examinations of Council by regulatory agencies.

- (xxii) Review and make recommendation to Council in relation to the internal audit budget.
- (o) The Audit Committee, through the Chief Executive Officer and following authorisation from the Council, and within the scope of its responsibilities, may seek information or obtain advice on matters of concern from any employee, internal and external auditor and external party.

### Confidentiality

All Committee members are expected to be aware of their responsibilities with regard to the confidentiality of information about Council's affairs pursuant to Section 77 of the Act. Failure to comply with the provisions of the Act with regard to confidentiality may result in the members appointment being terminated.

## **9.7.2 Strathbogie Shire Council Open Data Policy**

### **Author & Department**

Acting Director Corporate and Liveability / Corporate and Liveability Directorate

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

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

### **Summary**

The Open Data policy has been developed to define Open Data Principles and associated governance, and enable Council to proceed with publishing datasets online for public to access without having to call Customer Services staff.

Access to Open Data will assist the public with development of various projects that may in turn provide efficiency and value for Council and the community.

### **RECOMMENDATION**

**That Council adopt the Open Data Policy.**

*79/17 CRS STOTHERS/MASON : That the Recommendation be adopted.*

**CARRIED**

### **Background**

Requests for Open Data are becoming more frequent. Users of Open Data include App designers, Developers, Tourism, and other commercial enterprises. Data can be uploaded by Council for free and data users can access the data without contacting Council for use in their specific projects. This is a very time saving, cost effective measure for both Council and Data Users.

As we move further with business transformation, initiatives such as Open Data will prove invaluable. We require a formal adopted policy to ensure staff are clear on what we can and can't put in the open data space.

Council's intent for Open Data is to:

- To enable public access to Council data to support research and education, promote innovation, support improvements in productivity, and stimulate growth in the local economy.
- To enhance sharing of, and access to, information-rich resources to support evidence-based decision making.

### **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.



## 9.7.2 Strathbogie Shire Council Open Data Policy (cont.)

### **Risk Management**

A reputational risk exists where out of date data may be provided through Open Data. Data Custodians will have to ensure the data they have uploaded is maintained on a regular basis. Data Custodians will be made fully aware of the importance of keeping their Open Data up to date.

### **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**

There will be community benefits as a result of Open Data. For example, if tourists know there is a dog off leash area, or playground, they may break their journey at these points. Businesses in turn will get their custom while they have stopped. App developers can take data from every LGA and create a waste collection App. As other layers are uploaded, Developers may access drainage information, eliminating initial consultation and design redrafting, saving both Shire Engineers and Developers time and money. Open Data means Council only has to maintain their datasets, and the public can download them and use them for their own purposes – mapping, app design, AutoCad drawings, and spatial analysis.

### **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. A “no warranty” clause will be included with all datasets as well as third party attribution where required.

9.7.2 Strathbogie Shire Council Open Data Policy (cont.)

**Consultation**

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

**Attachments**

Strathbogie Shire Council Open Data Policy



# DRAFT

# COUNCIL OPEN DATA POLICY

COUNCIL POLICY	
Effective Date:	..... May 2017
Last Review:	.....
Current Review:	
Adopted by Council:	.....
Next Review Date:	<i>Every 4 years / As required</i>
Responsible Officer/s:	Acting Director, Corporate & Liveability

### *Purpose*

This policy provides direction on the release, licensing and management of data so that it can be used and reused by the community and businesses. By enabling greater public access to information, the policy is intended to:

- help support research, promote innovation and stimulate growth in the local economy;
- foster community engagement and collaboration; and
- provide opportunities for more cost effective, efficient and responsive government.

### *Scope*

This policy covers all datasets and databases owned and held by the Council and stored in formats including hardcopy, electronic (digital), audio, video, image, graphical, cartographic, physical sample, textual, geospatial or numerical form. Data does not include software.

### *Open Data Principles*

#### **Open access**

Council data will be easy to find and accessible in machine-readable formats that promote its reuse. Preferred formats include GeoJSON and CSV.

#### **Licensing**

Council data will be made available under flexible licenses, allowing for unrestricted reuse by the public. Creative Commons Attribution 4.0 International (CC-BY) is the default licence for data released under this policy.

#### **Publishing**

Council data released under this policy will be published on the Australian Government open data portal [www.data.gov.au](http://www.data.gov.au) and/or the Victorian Government Data Directory [www.data.vic.gov.au](http://www.data.vic.gov.au). Where possible, automatic publishing tools will be used to keep published data current.

#### **Cost**

With limited exceptions, Council data will be made available to the public at no cost.

#### **Standards and metadata**

The Council will follow standards and guidelines relating to release of data and accountability for that release. Context and metadata will be provided to inform users of any gaps or limitations in the data.

#### **Exceptions**

Data may be exempted from this policy if required for reasons of privacy, confidentiality, public safety, security and law enforcement, public health or compliance with the law. Only data owned by the Council, or sufficiently licensed to the Council, will be released under this policy.

### *Governing Framework*

The CEO has overall accountability for implementing this policy within the Council. This responsibility may be delegated to the Information Management Steering Committee.

This policy and a list of datasets released under the policy are administered by the ICT Department.

Where required, this policy may be supported by standards and guidelines specific to the Council, approved by ICT Department, consistent with the standards published at [opencouncildata.org](http://opencouncildata.org).

### *Review*

This Policy is subject to review every 4 years, or as deemed appropriate by Management.

### *Human Rights*

The Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

### **9.7.3 Nagambie and Violet Town Flash Flood Investigations**

#### **Author & Department**

Director, Asset Services / Asset Services Directorate

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

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

#### **Summary**

Council has received the independent report on Nagambie and Violet Town flash flooding, commissioned in January 2017.

The report contains information on the flash flood event and effects, and puts forward recommendations (Section 5) for Councils consideration.

#### **RECOMMENDATION**

##### **That Council:**

- 1. Receive the report on the Nagambie and Violet Town Flash Flood Investigation.**
- 2. Adopt the recommendations and set a maximum time frame of twelve months to have each of the recommendations acted upon to the extent possible.**
- 3. Provide a copy of the report to the owners of land identified in the report, and offer assistance to develop and/or implement the recommended actions where needed.**

*80/17 CRS STOTHERS/MASON : That the Recommendation be adopted.*

**CARRIED**

#### **Background**

On 29<sup>th</sup> December 2016, intense localised rainfall occurred over parts of Violet Town and Nagambie Townships, resulting in flash flood damage to property, including flooded carpets at two locations.

Owing to the observed increase in frequency and severity of flash flooding in 2015 and 2106, an independent investigation was commissioned from Water Technology consultants.

Water Technology was requested to: -

- Inspect six properties and discuss flooding issues with landowners and emergency staff
- Undertake an investigation to identify the causes of damage or concern at each location, and

### 9.7.3 Nagambie and Violet Town Flash Flood Investigations (cont.)

- Document and comment on
  - Causes of damage/concern
  - Councils and landowners liability and responsibilities in such an event
  - Suggestions for operational improvement
  - Suggestions for mitigation options.

Water Technology has been working on the project since early January 2017.

In April 2017, landowners who had provided information for the investigation were provided with extracts from the Water Technology draft report document, at that time, relating to their property. This was done to alleviate concerns of the landowners over the time taken to finalise the report.

The final report "Nagambie and Violet Town Flash Flood Investigations" – May 2017 was received on 3<sup>rd</sup> May 2017.

#### **Officers Comments**

The report appears to be comprehensive and accurate, and Council can adopt the recommendations in the interest of improving flood resilience.

#### **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.

The report recommendations are aimed at mitigating flood risk. Council has acted to upgrade the drainage system at the Nagambie Recreation Reserve to address its deficiencies.

#### **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**

Council has funding of \$9,132 available to construct the swale drain within the Nagambie Recreation Reserve as recommended at 5.1.1 in the report. The construction of the drain had been deferred pending the outcome of the Water Technology investigation.

The report recommendation will involve consultation with landowners, and some analysis and design, prior to considering implementation of all of the improvement opportunities. It is proposed that this work be undertaken in house by Asset Services staff.

### 9.7.3 Nagambie and Violet Town Flash Flood Investigations (cont.)

An outcome of this work will be project proposals, potentially joint Council/landowner funded, for further consideration by Council.

#### **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 there are no other Community implications.

#### **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**

Council can provide each of the landowners with a copy of the report and offer assistance to develop and/or implement the recommended actions where needed.

#### **Attachments**

- Water Technology Report "Nagambie & Violet Town Flash Flood investigations" – May 2017





# Nagambie & Violet Town

## Flash Flood Investigations

Strathbogie Shire Council

May 2017





## Document Status

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## Project Details

<b>Project Name</b>	Flash Flood Investigations
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## 1 INTRODUCTION

It is understood that Strathbogie Shire has experienced several flash flood incidents in recent times, with repeated events occurring in Violet Town and Nagambie. A recent flash flood event, on 29<sup>th</sup> December 2016, caused damage and/or concern at a number of properties, including:

- 7, 9 and 11 Ludovic Marie Court, Nagambie;
- 197 and 203 High Street, Violet Town;
- 6A Lily Street, Violet Town; and
- 2 Primrose Street, Violet Town.

Flash flooding at the above-mentioned properties is of concern and has instigated the Council to commission investigations that are the subject of this report.

Water Technology has undertaken site inspections (except for 2 Primrose Street, Violet Town) and desktop investigations to identify the causes of damage/concern at each of the above-mentioned properties. This report documents the findings of those investigations, comments on the Council and landowner's respective liability and responsibilities with respect to the relevant legislation, and suggestions for mitigation and/or operational/maintenance improvements.



## 2 NAGAMBIE

### 2.1 December 2016 Flood Event

#### 2.1.1 Rainfall

A significant rain event occurred on the 29<sup>th</sup> December, 2016. Rainfall recorded at the Goulburn Weir (the closest pluviograph rainfall gauge to Nagambie) recorded a total of 64.6 mm within 24 hours, most of which fell over one hour, from 4pm, as seen in Figure 2-1. The records are consistent with anecdotal evidence, with local residents citing similar rainfall totals.

Comparison of the recorded rainfall to the Intensity-Frequency-Duration relationship at Nagambie developed by the Bureau of Meteorology indicates that the rainfall event was as rare as a 1% Annual Exceedance Probability (AEP) for the most intense 15 to 30 minute period. Maximum rainfall intensities experienced, and their approximate exceedance probabilities for a range of durations are summarised in Table 2-1.

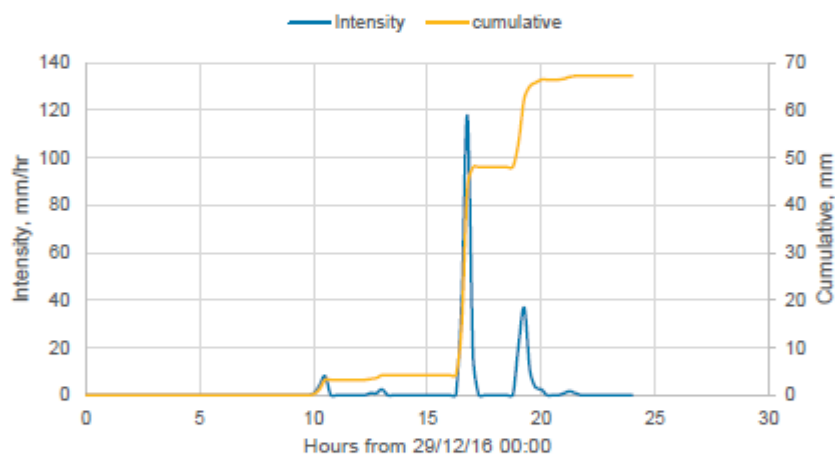


Figure 2-1 Rainfall recorded at Goulburn Weir gauge

Table 2-1 Nagambie peak rainfall intensities on 29<sup>th</sup> December 2016 and approximate AEP

Duration	15 min	30 min	1 hour	2 hour	3 hour	6 hour	12 hour	24 hour
Max Rainfall, mm	29.4	39.6	43.8	43.8	58.2	63.0	67.2	67.2
Approximate AEP	1%	1%	2%	5%	2%	2%	5%	20%



## 2.1.2 Runoff

The local catchment to those properties impacted on Ludovic-Marie Court consists of 2.2 ha of public land to the south, predominately comprised of the Nagambie Recreation Reserve, as seen in Figure 2-2. The total rain falling on this catchment would have equated to a volume of 1.4 ML (of which a small fraction would be lost to infiltration). This small local catchment drains to the pit located on the boundary of the football oval and the pit adjacent to the back fence of the impacted properties on Ludovic-Marie Court.



Figure 2-2 Catchment for impacted houses - Nagambie

Without detailed modelling, the peak flow from the catchment cannot be accurately determined, however, given the size of the catchment, a short duration is likely to be critical (calculations suggest a 10 minute critical duration). Based on the rainfall record, peak runoff would have occurred at the maximum intensity rainfall, which saw 29.4 mm fall over a 15 minute period. The peak flow from the 29<sup>th</sup> December 2016 event was likely very close to the peak flow estimated using the Rational Method technique for a 1% AEP event. The Rational Method 1% AEP peak flow was estimated as 0.26 m<sup>3</sup>/s with a time of concentration just over 10 minutes.

It is noted that the Rational Method is no longer considered industry best practice, however the alternative Regional Flood Frequency method (Australian Rainfall and Runoff, 2016) is not recommended for catchments smaller than 0.5 km<sup>2</sup>. Peak flows derived from the rational method and regional flood frequency method for this catchment are compared in Table 2-2 below.

Table 2-2 Peak flow estimates for the Nagambie catchment

AEP	Rational Method	RFFE Method
20%	0.16 m <sup>3</sup> /s	0.10 m <sup>3</sup> /s
1%	0.26 m <sup>3</sup> /s	0.33 m <sup>3</sup> /s





### 2.1.3 Flood Impacts

The residents at 7, 9 and 11 Ludovic-Marie Court all experienced flooding as a result of overland flow from the south of their properties. The properties adjoin the recreation reserve. Figure 2-3 shows a number of empty blocks, some of which have now been developed. Floodwaters encroached on the houses, but no property experienced above floor flooding other than in garages. The rate of flow caused local erosion of garden landscaping.

Anecdotal evidence of the timing of the flooding is consistent with runoff from the two peaks in rainfall, at approximately 4pm and 7pm on the 29<sup>th</sup> December. Volumes of runoff, as evidenced by photographs are also consistent with runoff from the recreation reserve catchment. No residents were impacted by direct rainfall, that is, the gutter drainage system did not overflow.

It is understood that Council workers assisted by forming a crude swale along the back of the properties to direct water to the nearby drainage pit. The pit inlet, however, is higher than the surrounding ground and therefore not conducive to drainage. Temporary sandbagging was also employed at the back of 9 Ludovic-Marie Court to prevent further water flowing through and under the fence.

## 2.2 Existing Controls

### 2.2.1 Infrastructure

A drainage network, consisting of 225 mm diameter reinforced concrete pipes divert water from the oval and along the northern boundary of the recreation reserve, discharging into the nearby waterway, as seen in Figure 2-3.

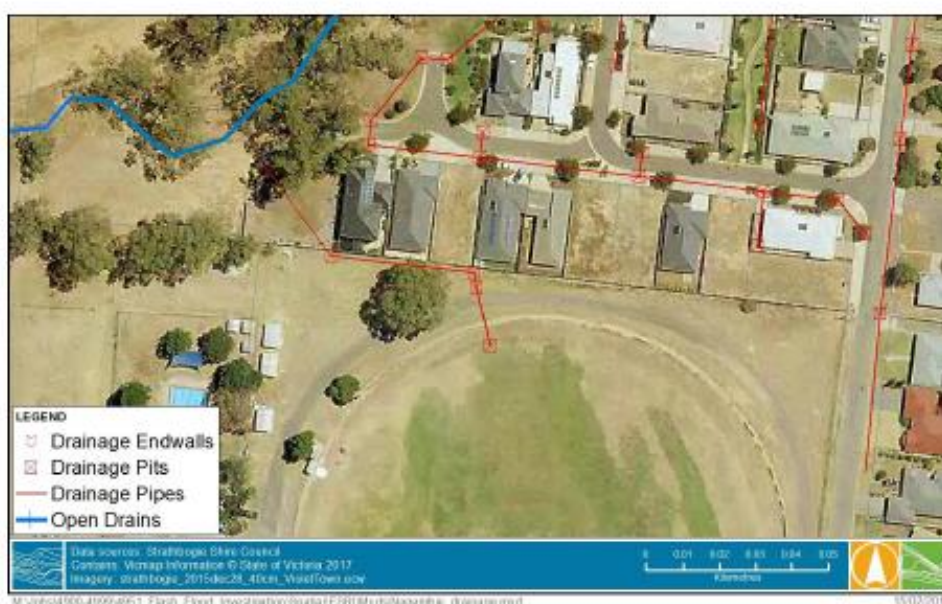


Figure 2-3 Drainage network at the Nagambie site





The capacity of the pipe network was determined using various hydraulic pipe flow capacity estimation techniques, which all provided a consistent estimate of 0.02 m<sup>3</sup>/s. The flow capacity is limited by the grade of the pipe parallel to the northern boundary of the reserve. It is likely that with the surface entrance to the pit behind 17 Ludovic-Marie Court being higher than the surrounding ground level that the pipe may not have been flowing to its full capacity during the recent flash flooding event.

Table 2-3 Pipe Capacities

Pipe	Slope, m/m	Capacity, m <sup>3</sup> /s
Oval to boundary	0.08	0.11
Parallel to boundary	0.003	0.02
Boundary to outlet	0.027	0.06

Note that inverts were not available for the pipe network and the slopes were determined by the ground surface. These flow capacities may therefore be revised if invert information becomes available.

## 2.2.2 Planning Controls

The properties at Ludovic-Marie Court are not subject to a Flood Overlay or Land Subject to Inundation Overlay (refer Section 4), however the area has been classified as Comprehensive Development Zone. A Stormwater Management Plan was submitted to Council in March 2008 as part of the development application, as required by this zoning.

The Plan considers stormwater management within the development site only, and does not consider overland flow from areas upstream of the development, which is the mechanism by which the houses are at risk of flooding. The Plan was ultimately approved by Council.

It is noted that many of the buildings have been constructed from boundary to boundary and have not allowed for overland flow to pass across the blocks. The dwellings constructed were approved by the relevant private building surveyors.

## 2.3 Causes of Damage/Concern

In light of the findings above, the causes of flood damage and concern expressed by impacted parties regarding recent flooding at Ludovic-Marie Court, Nagambie are summarised as:

- Extreme rainfall (~ 1% AEP) falling in December 2016;
- Residents expectation that Council is responsible for mitigating flood impacts;
- Potentially undersized local drainage network (<18% AEP);
- Construction of garages below the flood level;
- Residents expectation that garages should be protected from flooding as per the main dwelling;
- Entrance to the drainage pit being higher than the ground surface elevation;
- Local landscaping on properties, directing overland flow; and
- No allowance for maintenance of overland flow paths through properties.



### 3 VIOLET TOWN

#### 3.1 December 2016 Flood Event

##### 3.1.1 Rainfall

Similarly to Nagambie, a significant rainfall event occurred across Violet Town on the 29<sup>th</sup> December 2016. Rainfall recorded at the Honeysuckle Creek gauge (upstream of Violet Town, the nearest pluviometer gauge to Violet Town) recorded a total of 92.5 mm within 24 hours. Anecdotal evidence suggests that rainfall totals in Violet Town were in excess of this. Two bursts of rainfall were recorded, with 55.4 mm falling over two hours from 8pm, and a further 23.9 mm falling over 1 hour from 8pm on the 29<sup>th</sup> December, as seen in Figure 3-1.

Comparison of the rainfall to the Intensity-Frequency-Duration relationship for Violet Town indicates that the rainfall event was as rare as a 1% Annual Exceedance Probability (AEP) storm over some bursts, but generally rarer than a 5% AEP storm. Maximum rainfall intensities experienced, and their approximate exceedance probabilities are summarised in Table 3-1.

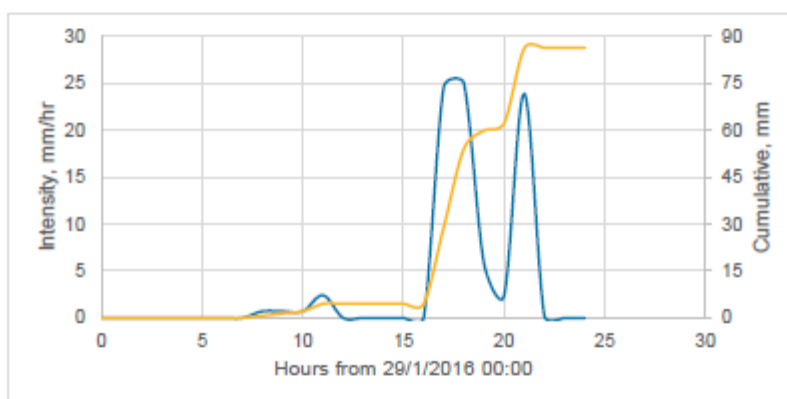


Figure 3-1 Rainfall recorded at Honeysuckle Creek gauge upstream of Violet Town

Table 3-1 Violet Town peak rainfall intensities on 29<sup>th</sup> December 2016 and approximate AEP

Duration	1 hour	2 hour	3 hour	6 hour	12 hour	24 hour
Max Rainfall, mm	25.0	49.8	55.4	81.9	84.8	86.4
Approximate AEP	20%	2%	5%	1%	2%	5%

##### 3.1.2 Runoff

While a flood study has previously been prepared for Violet Town, the study focuses on riverine flooding and does not consider overland flow, such that occurred on December 29<sup>th</sup> 2016.

Given the complex nature of the topography, a rain-on-grid hydraulic model was developed to gain an understanding of overland flow paths. The model was developed as a 2D hydraulic model, utilising GPU



processing in the software package TUFLOW. A 1 m x 1 m resolution grid was used to represent the topography, based on the 2009-10 Floodplains 1m DEM.

The model did not incorporate the underground drainage network as the focus of the model was to identify likely overland flow paths in an intense rainfall event.

While the model is not calibrated, it has been developed using industry best practice, and can be considered representative of what overland flow may have occurred, although cannot be relied upon to accurately portray flood extents, depths and discharges.

With respect to the properties that are the subject of this report, the model demonstrated:

1. That runoff from the catchment south of High Street flowed along Meakins Avenue and flowed north-west through 221, 215 and 209 High Street, and along the southern easement on High Street towards Cowslip Street. This water encroached on properties 197 and 203 High Street from the front (Figure 3-2). This is consistent with anecdotal evidence.
2. The open channel at Murray Street overtops at the low points near Urmston Street and flows parallel to Urmston Street towards High Street. This is consistent with flattened vegetation at isolated points along the channel. The majority of the channel did not overtop.
3. A localised flow path exists through the property at 6A Lily Street (Figure 3-3), with water approaching from Hyacinth Street and Marys Lane, flowing south-west through the back of properties on Cowslip Street, and then directly west towards Lily Street.
4. Floodwaters naturally accumulate at the low ground near 2 Primrose Street (Figure 3-4), and are prevented from dissipating to lower ground by the railway embankment.



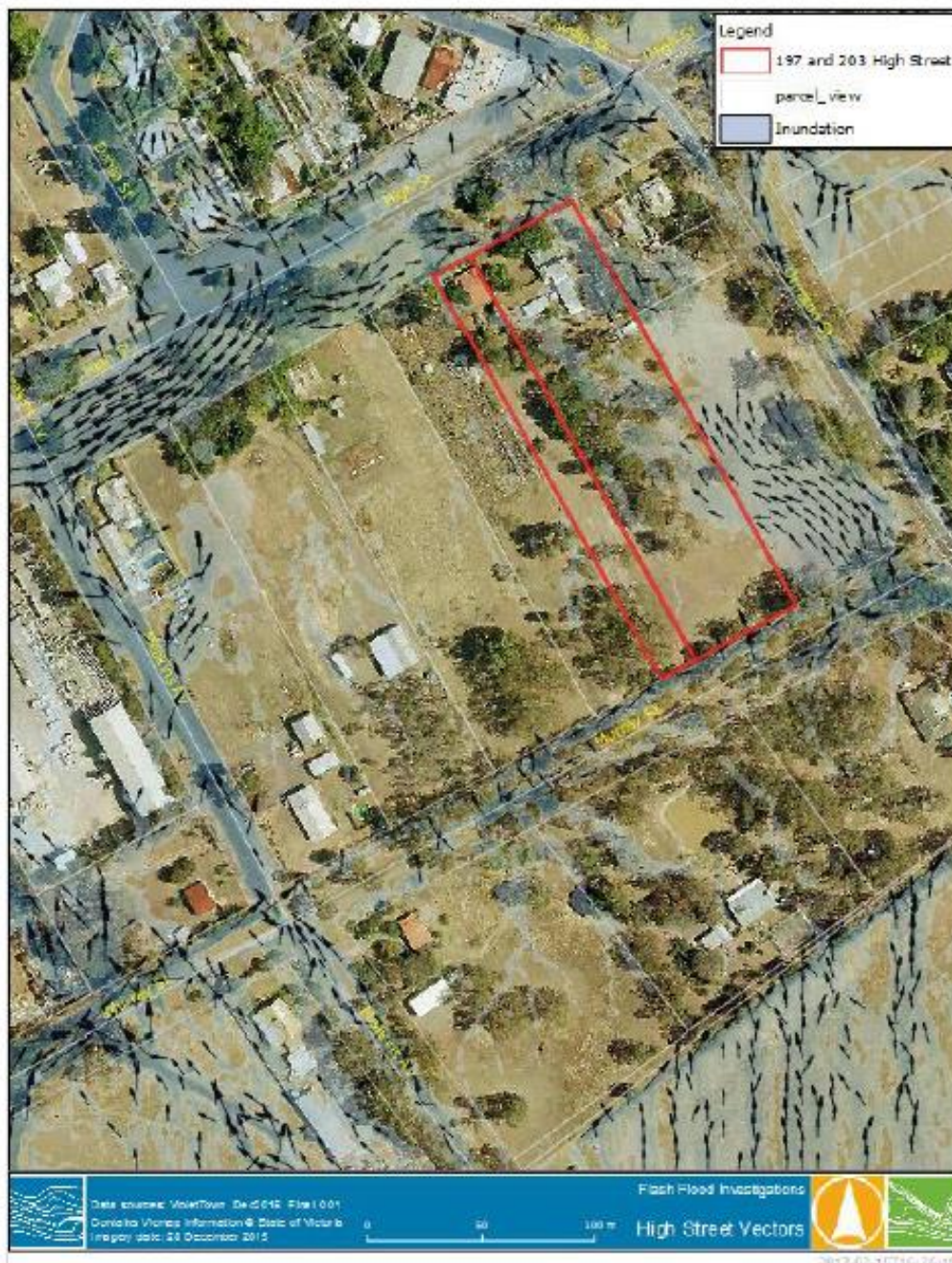


Figure 3-2 Overland flow paths impacting properties on High Street, Violet Town





Figure 3-3 Overland flow paths impacting 6A Lily Street, Violet Town



Figure 3-4 Overland flow paths impacting 2 Primrose Street, Violet Town



### 3.1.3 Impacts

#### High Street

Properties at 197 and 203 High Street experienced above floor flooding on the evening of the 29<sup>th</sup> December 2016. Anecdotal evidence, consistent with the hydraulic modelling, indicate that water predominately entered the properties from the front. Water marks suggested inundation up to 30 cm above ground level. Sandbags were deployed at both properties and at the headwall of the open drain at the Murray Street – Urmston Street intersection. Council also deployed pumps to alleviate water levels in the early morning of the 30<sup>th</sup> December.

At the time of inspection (10<sup>th</sup> January 2017), debris was still evident on High Street, suggestive that water levels were close to overtopping the road. As it has been described to Water Technology, High Street and Urmston Road acted as a levee during the event, ponding water to the south and west of these roads. It has been suggested that the design and construction of High Street (originally the Highway through Violet Town), and Urmston Street (which provides ramps on and off the Hume Freeway), did not adequately consider drainage. It is understood that these roads were designed by the Country Roads Board (now VicRoads). Without a detailed investigation, the impact of the current culvert capacities can not be confirmed.

It is understood that entrance pits to the drainage network was significantly blocked by organic litter, and were cleared on numerous occasions throughout the flood.

#### Lily Street

The property at 6A Lily Street was inundated from floodwaters entering through the back of the property. While the property did not experience above floor flooding, the shed at the back of the property was inundated to a depth of approximately 20 cm.

It is understood that the property owner removed debris from an open section of the drain directly behind his property, and that this resulted in a decrease in flood levels.

At the time of the inspection (10<sup>th</sup> January 2017), there was a small amount of water ponding in the reserve directly behind 6A Lily Street.

#### Primrose Street

The property at 2 Primrose Street was not subject to a site inspection, however information was provided by the residents to Council that the property experienced flooding on the 29<sup>th</sup> December 2016. While the flood levels remained below the floor level of the house, sheds at the back of the property were inundated.

## 3.2 Existing Controls

### 3.2.1 Infrastructure

#### High Street

An open drain alongside Murray Street diverts water from the upstream catchment (south of High Murray Street) toward the north-east, discharging into Honeysuckle Creek. The open drain is of significant size (although residents have said that it has silted up considerably over the years), with an estimated capacity of 2.4 m<sup>3</sup>/s. This is well in excess of the 18% AEP design standard and is potentially in excess of a 1% AEP. The channel showed signs of isolated overtopping during the December 2016 event, as noted by flattened vegetation on the northern bank at the Murray St – Urmston St intersection. The overtopping was not extensive, and is consistent with those locations demonstrated in the modelling (i.e. notably at one location behind 193 High Street, as seen in Figure 3-2).





A drainage network on the southern side of High Street exists, diverting water to an open drain east of Urmston Street, again discharging to Honeysuckle Creek, as seen in Figure 3-5. Details of this drainage network are unknown, however on inspection, the piped network appeared to be constructed from 600 mm diameter reinforced concrete pipe. Based on the grade of the topography, the capacity of this underground drainage network has been estimated to be approximately 0.1 m<sup>3</sup>/s. A number of pits to this network are situated below trees and/or shrubs and are susceptible to blockage. It is likely that the pipe runs on a steeper grade to that of the land surface as evidenced by the depth of the pit on the western side of Urmston St, so the above pipe capacity may be underestimated and could be recalculated when invert levels are available. The design flows for the High Street pipe were estimated based on a contributing catchment area of 22.4 ha located between Murray, High and Urmston Streets, extending back to approximately 130 m from Long Gully Creek. A Rational Method technique was used producing a 18% AEP design flow of 0.58 m<sup>3</sup>/s. This flow is greater than the estimated pipe capacity, so based on the limited information available it would appear that this pipe is smaller than the adopted design standard for new drainage assets. It is recommended that the invert levels of the pipe be surveyed to confirm this and to allow a detailed assessment of the capacity.

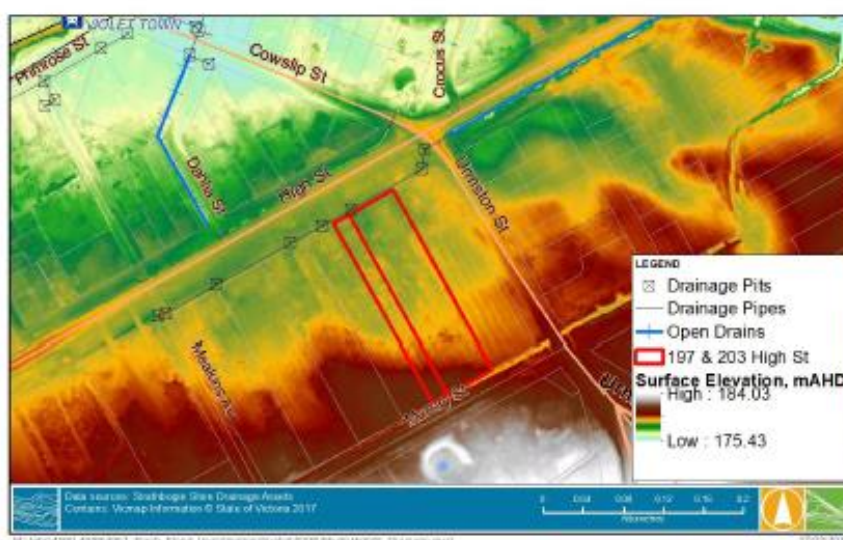


Figure 3-5 High Street drainage

### Lily Street

The property at 6A Lily Street is on a low point compared to the surrounding terrain, which in large storms acts as an overland flow path for runoff.

A local drainage pipe extends underground from the Lions Park through the southern boundary of 6A Lily Street, connecting at a pit at the front of the property, seen in Figure 3-7. The connection immediately behind 6A Lily Street is not an open pit as such, but there is an open connection, as shown in Figure 3-6. It is understood that this connection was blocked by debris in December 2016 and was cleared by the property owner, upon which flood levels were observed to recede. It is understood that recent inspections found that the drainage network extends beyond what was known to exist through the Lions Park, however there are no pit entries to the network in this location.



Inspection indicated the pipe to be approximately 600 mm diameter. At the grade of the natural surface, the pipe has a capacity of 0.08 m<sup>3</sup>/s. Design flows were estimated using a Rational Method technique for a contributing catchment area of 7.5 ha. The estimated 18% AEP design flow was 0.47 m<sup>3</sup>/s. This is significantly higher than the estimated pipe capacity. Given the unknowns of the pipe system in this area and the lack of functioning pits, it is recommended that the details of the network be investigated further to allow a detailed investigation into the actual capacity of the system.



Figure 3-6 Drainage network connection behind 6A Lily Street, Violet Town



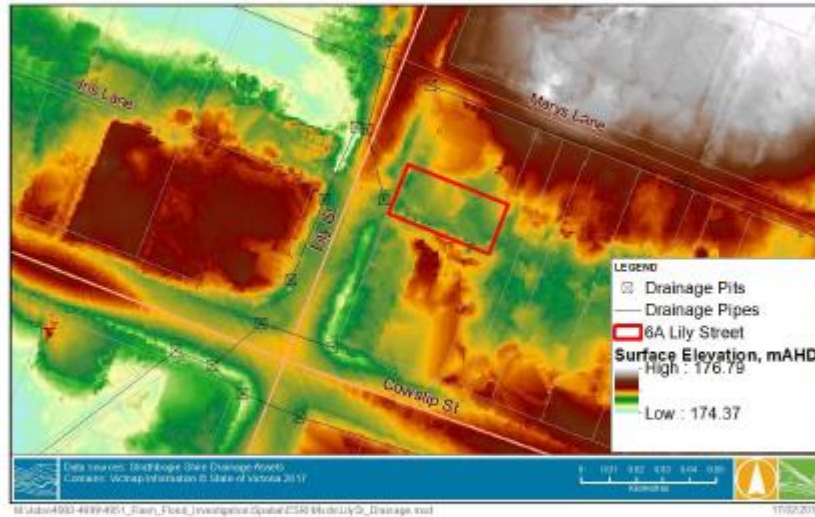


Figure 3-7 Lily Street drainage

#### Primrose Street

A drainage pipe connects the southern and northern side of the railway at the back of 2 Primrose Street, as seen in Figure 3-8. The drainage pipe is not well aligned with the natural flow path, which predominately passes the north-eastern border of the property. The size, and hence capacity of the pipe is unknown.

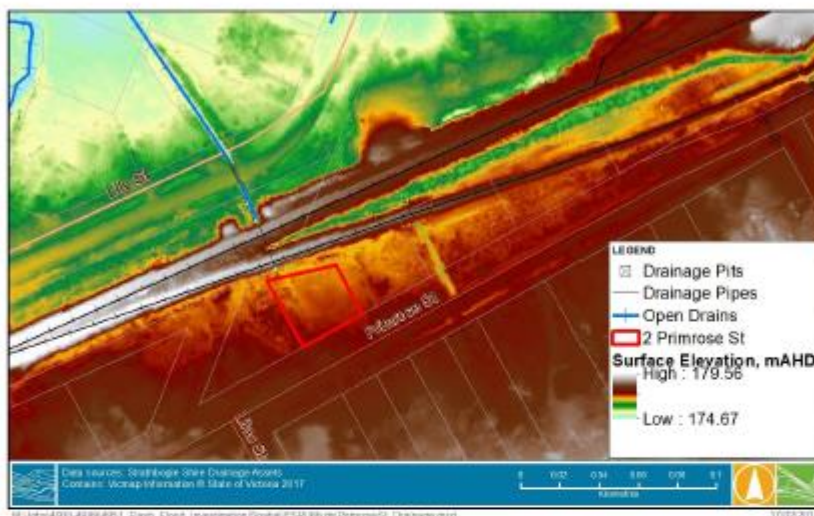


Figure 3-8 Primrose Street drainage

### 3.2.2 Planning Controls

The properties at 197 and 203 High Street, 6A Lily Street and 2 Primrose Street in Violet Town are all covered by a Land Subject to Inundation Overlay, as shown in Figure 3-9, Figure 3-10 and Figure 3-11 respectively. This overlay identifies that the properties are subject to flooding in a 1% AEP riverine flood event from Honeysuckle Creek and Lambing Gonyah Creek (also known as Long Gully Creek).

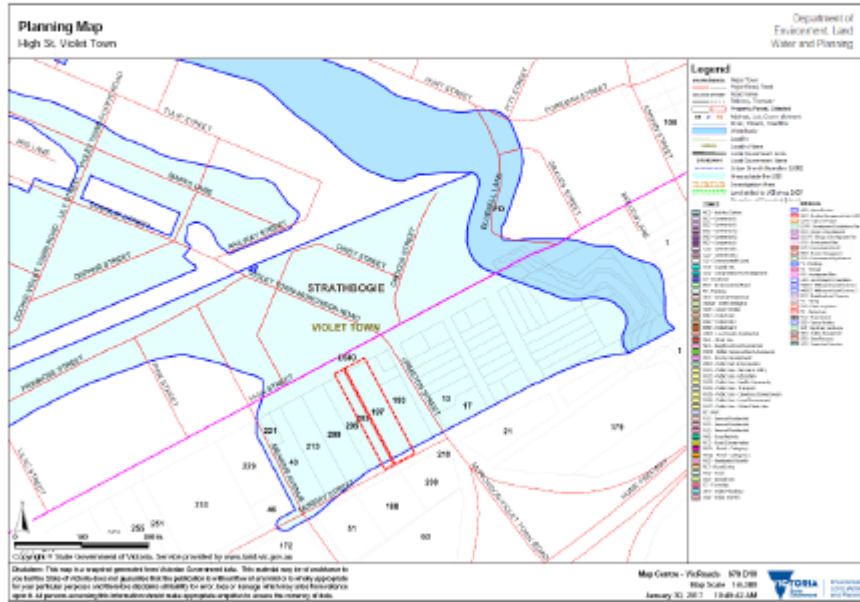


Figure 3-9 Planning overlays at High Street, Violet Town

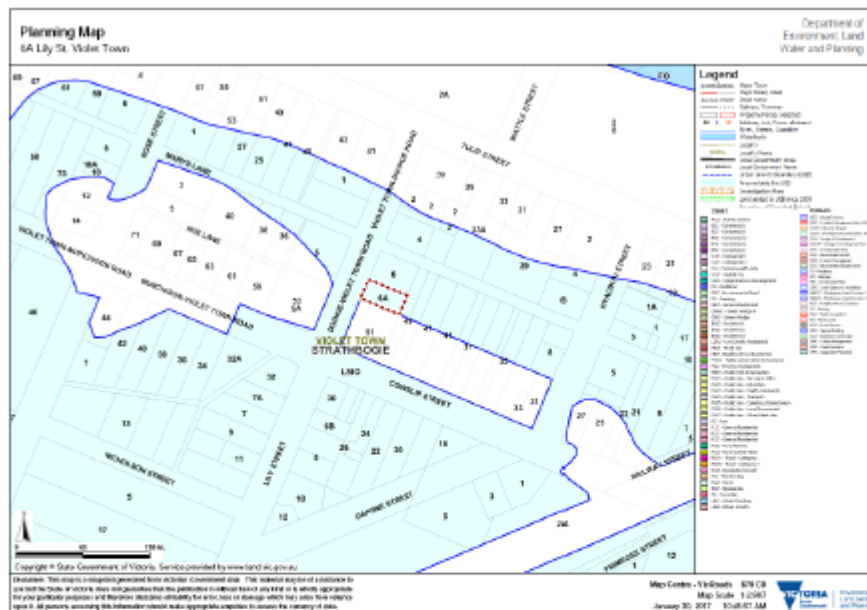


Figure 3-10 Planning overlays at Lily Street, Violet Town

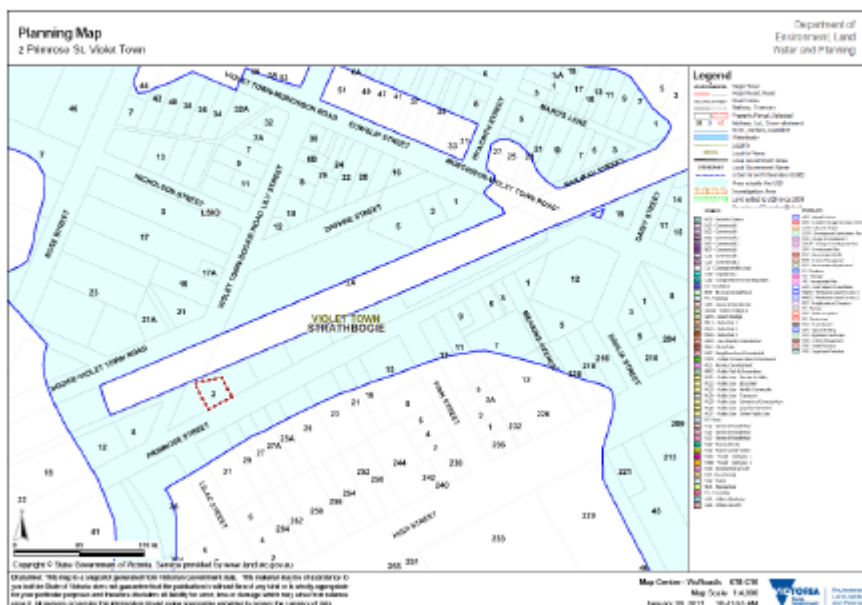


Figure 3-11 Planning overlays at Primrose Street, Violet Town

### 3.3 Causes of Damage/Concern

In light of the findings above, the causes of flood damage and concern expressed by impacted parties regarding the recent flooding at Violet Town, are summarised below:

- Extreme rainfall (~ 1% AEP) falling in December 2016;
- Residents expectation that Council is responsible for mitigating flood impacts;
- Residents expectation that the planning controls in place should provide protection;
- Potentially undersized local drainage network (<18% AEP);
- Construction of garages below the flood level;
- Residents expectation that garages should be protected from flooding as per the main dwelling;
- Floor levels of dwellings at 197 and 203 High Street below the 1% AEP flood level;
- Possible insufficient drainage design during construction of High Street and Urmston St by the Country Roads Board (now Vic Roads);
- Reduced capacity of local drainage network due to build-up of organic matter (blockage);
- Unknown council drainage assets; and
- Overtopping of the open channel on Murray Street at locations where the bank is low.





## 4 RELEVANT LEGISLATION

Legislative documents that relate to waterway and stormwater management with respect to the issues discussed in this report are summarised below. The summary is not definitive, but provides an overall perspective of the legislative system and the various responsibilities of Authorities, Councils and landholders.

### 4.1 Water Act 1989 (Vic)

The Water Act (1989) delegates floodplain management functions to Catchment Management Authorities (CMAs) in Section 202. They are responsible for declaring flood levels and flood fringe areas, and providing advice about flooding and controls on development to local councils.

Flood levels are declared at the expected level of the 1% Annual Exceedance Probability (AEP) flood event. CMAs typically determine these levels through a detailed flood study, e.g. the Violet Town Flood Study (Water Technology, 2007), and Nagambie Flood Study (BMT WBM, 2014). These studies consider the most likely cause of flooding which is often riverine, and don't always consider overland flows from the local catchment.

The Water Act (1989) makes no reference to consideration of climate change impacts.

### 4.2 Strathbogie Planning Scheme

Under the Victorian Planning Provisions, the Strathbogie Shire Council has developed the Strathbogie Planning Scheme which sets out policies and requirements for the use, development and protection of land.

Section 6(e) of the Planning and Environment Act 1987 enables planning schemes to 'regulate or prohibit any use or development in hazardous areas, or areas likely to be hazardous'. The Planning Scheme therefore allows Councils to declare overlays to certain areas, which act as controls for the use and development of land.

Overlays that relate to flooding are often developed from the output of flood studies, commissioned by the CMAs or Council's under the Water Act (1989). The following zones/overlays are of note:

#### **Floodway Overlay (FO)**

The Floodway Overlay is used to 'identify waterways, major flood paths, drainage depressions and high hazard areas which have the greatest risk and frequency of being affected by flooding' (Section 44.03). There are various methods for delineating the floodway overlay, however all define criteria for the depth, velocity and hazard (depth multiplied by velocity).

The presence of this overlay requires an application for any development or works. The application must include a flood risk assessment, and must be referred to the Catchment Management Authority, as required by the Water Act (1989).

#### **Land Subject to Inundation Overlay (LSIO)**

The Land Subject to Inundation Overlay is used to 'identify land in a flood storage or flood fringe area affected by the 1 in 100 year ARI flood or any other area determined by the floodplain management authority' (Section 44.04). The land subject to inundation overlay is typically adopted as the 1% AEP (otherwise known as the 1 in 100 year ARI) flood extent.

Similarly to the floodway overlay, the presence of an LSIO requires an application for any development, works or subdivision. The LSIO is a trigger for referral of the application to the CMA.



### Comprehensive Development Zone

The flood affected properties in Nagambie are not covered by an FO or an LSIO, however they are classified within a Comprehensive Development Zone. This zoning requires provisions to be met with respect to development, under section 37.02. Any subdivision or building/works requires a permit. The application for a permit requires the development of an Environmental Plan, which must consider (as a component) details of surface water management.

This zoning does not necessarily trigger a referral to the Catchment Management Authority.

It should be noted that the Strathbogie Planning Scheme does not outline requirements for consideration of climate change impacts.

## 4.3 Infrastructure Design Manual

The Strathbogie Shire Council has adopted the Infrastructure Design Manual by the Local Government Infrastructure Design Association as it's standard for the design and development of infrastructure within its municipality.

Of note to this investigation is Section 16.6 of the manual, which states the Strathbogie Shire Council have adopted the 18% AEP as the design requirement for their minor drainage system. This is equivalent to a 1 in 5 year Average Recurrence Interval (ARI). Note that this requirement is only for new drainage networks, and Council were not obligated to upgrade all existing networks at the time of adopting the Infrastructure Design Manual. It is likely that Council will upgrade their networks over time, as required and in line with the budget and timeframe of their work plan.

## 4.4 Implications

### 4.4.1 Nagambie

As no LSIO or FO exists on the properties at Ludovic-Marie Court in Nagambie, the development application would not have triggered referral to the Catchment Management Authority for flood related advice. The declaration of the area as a Comprehensive Development Zone, however, should have required consideration of surface water management as part of the application process.

The extent of consideration to surface water management may have been deemed appropriate by Council if there was no prior knowledge regarding local runoff to the site. In such circumstances (i.e. lack of available flood knowledge) the obligations of the applicant and Council become unclear. On review of the surface water management plan submitted for the development and subsequently approved by Council, there seems to be no consideration for the possible impact of overland flows from the local catchment on the development, and no consideration for maintaining an overland flow path across the site.

Given that this surface water management plan was approved by Council and the development has been constructed, Water Technology believes that the Council is now responsible for the current drainage network which is of inadequate capacity.

### 4.4.2 Violet Town

Each of the properties in Violet Town that are the subject of this report are entirely covered by an LSIO. The presence of such an overlay identifies that they are at risk of flooding (riverine flooding from Honeysuckle Creek and Long Gully). It is assumed that for the majority of the buildings subject to this assessment (with perhaps the exception of 6a Lily Street), the buildings were constructed in their current form *prior* to the application of the LSIO. There would have, therefore, been no obligation by Council to impose controls on their



development at that time. The dwelling at 6a Lily Street has been constructed above the flood level, the damage in the recent event was suffered in the shed at the back of the dwelling. Flood levels were most likely made available to the developer of 6a Lilly St at the time of design and construction, because the floor level of the house has been raised, but the shed has remained at ground level.

#### 4.4.3 Climate Change

None of the existing legislation requires Council to consider the impacts of climate change with respect to floodplain and stormwater management. It is expected, however, that this will change with time. As an interim measure, it may be pertinent to consider the latest guidelines in Australian Rainfall and Runoff (2018) for the design of drainage infrastructure.



## 5 SUMMARY OF RECOMMENDATIONS

There are numerous options/opportunities to mitigate flooding at the above mentioned properties in Nagambie and Violet Town. Water Technology are technical specialists not legal specialists, but it is our belief that there is no legal obligation for any of the parties to implement the recommended options.

The learnings from the recent December 2016 flood event should be incorporated into the local emergency response plan for future flood events. Landholders should continue discussions with Council regarding works to protect their individual properties from future flood events. Working together will result in a better outcome.

### 5.1 Nagambie

As the drainage issue is on public land (and with wide access), the implementation of an improved drainage system should be relatively straight forward. By ensuring runoff is directed away from the properties on Ludovic-Marie Court, flooding from overland flow can be minimised.

1. It is recommended that Council consider upgrading the drainage system behind those impacted properties on Ludovic-Marie Court in Nagambie.

Council has draft plans of a drainage system which exceed their typical design standard, and Water Technology encourages Council to implement this option. The estimated capacity of the designed swale, based on the design information provided, is approximately 0.56 m<sup>3</sup>/s (greater than a 1% AEP flow). The benefit of the swale, however, will be limited by the connected drainage pipe from behind 17 Ludovic-Marie Court to the north-west. This drainage pipe has a capacity of 0.06 m<sup>3</sup>/s, which is less than the minimum design capacity for minor drainage of an 18% AEP flow. This pipe would need to be upgrade to a 375 mm diameter circular pipe to convey the 20% AEP peak flow, while an 450 mm diameter pipe would be required to convey the 1% AEP peak flow.

Consideration will need to be given as to how the construction of the swale aligns with the Water Act (1989). Further, given the shift towards a 'beneficiary pays' principle (as per the Victorian Floodplain Management Strategy), landholders may be required to contribute funds for the construction of this option.

2. If a swale is not constructed, as per recommendation (1), Council should consider investigating the capacity of the existing drainage system, and consider upgrading to an 18% AEP capacity if required, ensuring all pits are slightly below the surface level.
3. It would also be pertinent for the landholders of properties flooded on Ludovic-Marie Court to consider allowing for drainage across their properties for events rarer than the 18% AEP. It is recommended that landholders consult with a professional drainage engineer or plumber to determine an appropriate measure that can be implemented within the existing constraints which meets all relevant building codes. Drainage could be provided by installing additional pipes draining backyards through to the street drainage at the front of the properties.
4. It is recommended that all landholders consider raising stored belongings above the 1% AEP flood level, where they are not stored in the main dwelling, as garages/sheds are not subject to planning levels, and there is no obligation to anyone to provide protection to secondary buildings from flooding.





## 5.2 Violet Town

Flood issues around Violet Town are more complex, and a single option will not be sufficient to mitigate flood risk.

1. It is recommended that Council consider implementing a program of inspecting and cleaning the local drainage network at critical (problem) sites, with maintenance to occur regularly and during events.
2. Further, it's recommended that Council consider surveying the local drainage network to allow further analysis into the true capacity of the system. If after completing survey of the system, a detailed investigation finds the drainage network to be below design standard, as this preliminary investigation has indicated for the High Street and Lily St drains, then further investigations into upgrading the system is recommended.
3. It is recommended that Council consider improvements to the Murray Street drain to ensure that flows south of the drain are intercepted, that they do not spill out of the drain, and all flow continues through to the Honeysuckle Creek. This would require works around the Meakins Avenue intersection and upstream of the culvert at Urmoston Street where the December event overtopped the drain bank. Consideration will need to be given to how this aligns with the Water Act, and as per the 'beneficiary pays' principle (Victorian Floodplain Management Strategy), landholders as the beneficiaries may be requested to contribute funds to the construction works.
4. Landholders at 197 and 203 High Street could act further to protect themselves from flooding by considering landscaped bunding along the property boundary on High Street. This landscaped bund would have a slightly elevated above crest level at the driveway entrance but would be lower than the rest of the bund to maintain access to the properties. In times of flood, these access points could be easily sandbagged. This is likely to be a low cost mitigation option because the earthworks required would be relatively minor. Under the 'beneficiary pays' principle, the landholder, as a beneficiary, may be requested to contribute funds to the construction works. An alternative to the earthen bund would be floor level raising, although this is likely to be more expensive.
5. A solution for the Lily Street flooding requires further information regarding the existing drainage network. However, it is likely that the drainage network may not cater for all the overland flow and that some additional surface water drainage may be required along Marys Lane and Lilly Street to reduce the impact of overland flows on the property at 6A Lily Street. It is recommended that Council consider further survey and investigation into the stormwater network (as per recommendation 2 above). Consideration will need to be given to how this aligns with the Water Act, and as per the 'beneficiary pays' principle (Victorian Floodplain Management Strategy), landholders as the beneficiaries may be requested to contribute funds to the construction works.
6. With respect to the property at 2 Primrose Street, consideration could be given to formalisation of a swale directing overland flow from their normal flow path towards the culvert under the railway to relieve flooding in frequent events. It is likely, however, that this will not be sufficient to prevent inundation in rarer events (such as the 1% AEP). An isolated levee system may be most appropriate in these circumstances. This would require discussions with VicTrack if any works were required within the railway land. Under the 'beneficiary pays' principle, the landholder, as a beneficiary, may be requested to contribute funds to the construction works.
7. It is recommended that all landholders consider raising stored belongings above the 1% AEP flood level, where they are not stored in the main dwelling, as garages/sheds are not subject to planning levels, and there is no obligation to anyone to provide protection to secondary buildings from flooding.



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#### **9.7.4 Community Planning Program Review**

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

Team Leader, Liveability / Corporate and Liveability 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**

As a result of the previous Council's adoption of the Community Development Strategy a review of the Community Planning Program Review has been undertaken.

#### **RECOMMENDATION**

##### **That:**

- 1. Community Action Groups are no longer required to be a Special Committee of Council under the Local Government Act.**
- 2. Council revokes the formal Instruments of Delegation under the Local Government Act of all Community Action Groups (this does not apply to Violet Town Action Group as it is Incorporated).**
- 3. A Community Action Group has the option to become, or remain, an Incorporated entity.**
- 4. A non-incorporated Community Action Group becomes "[Name of Town] Community Planning Reference Group" guided by a Community Planning Reference Group Charter.**

*81/17 **CRS STOTHERS/THOMSON** : That the Recommendation be adopted, subject to the inclusion of the following additional Recommendation:-*

- 5. Funding of the Community Action Groups for 2017/2018 remain unchanged.**

**CARRIED**

As a result of these recommendations :

- Funding of groups will remain unchanged in 2017/2018.
- Concerns relating to the administrative burdens have been addressed.
- Groups will remain insured.
- There are options for groups to become or remain, an incorporated entity and to retain the title "Action Group" if they so wish.
- Revised Guidelines have been developed.

#### 9.7.4 Community Planning Program Review (cont.)

##### **Background**

- There are eight Community Action Groups (CAGs) in the Strathbogie Shire. Seven of the eight are set up as Special Committees of Council (under the Local Government Act). These are Avenel, Euroa, Graytown, Longwood, Nagambie, Ruffy and Strathbogie. Violet Town Action Group is incorporated.
- Community Action Groups attended a combined meeting with a consultant on 6<sup>th</sup> June 2016 and received information regarding the implementation of a Community Development Strategy. As a result of this meeting the Community Action Groups requested further consultation to provide input into the direction of the Community Planning Program, which resulted in the current review.
- The objective of the Community Planning Program Review is:
  - To work with Community Action Groups to identify opportunities and possible changes to increase community ownership, inclusion and participation in community project planning; *and*
  - To transition CAGs from being special committees to community based entities; *or*
  - To assist CAGs meet their obligations under the *LG Act* if they remain special committees of Council.
- Consultation undertaken is included in Table 1.

**Table 1:**

<b>Date</b>	<b>Action</b>
Early 2016	Community Development Strategy Drafted
6 <sup>th</sup> June 2016	Combined meeting with Community Action Groups to advise about Community Development Strategy
June-July 2016	Feedback received from Community Action Groups which requested further consultation
11 <sup>th</sup> August 2016	Community Action Groups were advised that further consultation would occur after election
Sept/Oct 2016	Followed by Caretaker Period and Election of new Council
November 2016	8 x introductory meetings with Community Action Groups (28 attendees)
13 <sup>th</sup> December 2017	Council Briefing
February 2017	7 x workshops with Community Action Groups (80 attendees)
14 <sup>th</sup> March 2017	Council Briefing
22 <sup>nd</sup> March	1 x Information Forum with Community Action Groups (10 attendees).
28 <sup>th</sup> March 2017	Council Briefing
3 <sup>rd</sup> May 2017	Council Briefing

#### 9.7.4 Community Planning Program Review (cont.)

- As a result of the consultation undertaken the following key concerns and challenges were identified.
  - Key concerns for Community Action Groups were:
    - Inadequate Insurance Coverage
    - Excessive red tape
    - Losing funding
  - Challenges identified with the program include:
    - Some Community Action Group members being unaware of the Community Planning Program Guidelines;
    - Inadequate monitoring of the Community Action Groups to support them to meet their obligations as stated in their Instrument of Delegations;
    - Some Community Action Groups not adhering to their obligations under their Instrument of Delegation due to lack of understanding of the LGA;
    - Some Confusion over the roles of Community Action Groups and the roles of Council.
    - The obligation for community volunteers being member of a special committee of Council and acting under an Instrument of Delegation are onerous and bureaucratic.
- Council has determined that non-incorporated Community Action Groups should become “[Name of Town] Community Planning Reference Groups” guided by a *Community Planning Reference Group Charter*. Groups may continue to be referred as “Action Groups” by adding the words “..acting as .....Action Group”.
- The Community Planning Reference Groups will be community based committees with the responsibility of to provide feedback and advice to Council on the following objectives:
  - Representing the community through a democratic process of open, community planning sessions and the development of a Community Plan.
  - Implementing actions which are identified in the Community Plan which strengthen and develop communities.
  - Advocating on behalf of the community to other government agencies for appropriate funding for initiatives identified by communities.
  - Balancing the present and future interests of all Shire residents and visitors.

#### **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.

#### 9.7.4 Community Planning Program Review (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**

Current Community Action Groups will be advised of the changes to the structure of their Group. Team Leader Liveability and Acting Director of Corporate and Liveability will conduct one on one sessions with each group to discuss implementation and future planning.

##### **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 presentation of the Community Development Strategy prompted Community Action Groups to request further consultation regarding the direction of the Community Planning Program.

The following consultation with Community Action Groups has taken place over the past 6 months:

- 8 x introductory meetings (28 attendees);
- 7 x Workshops (80 attendees);
- 1 x Information Forum (10 attendees);
- Workshop Feedback Forms (9 returned); and
- Community Development Strategy Survey (14 returned).

Further consultation will be scheduled to implement changes.

##### **Attachments**

- Community Planning Reference Group Charter



**Strathbogie**  
*shire*

**[Name of Town]**  
**COMMUNITY PLANNING**  
**REFERENCE GROUP**  
**CHARTER**

Endorsed by Council: *[insert date]*

## **STRATHBOGIE SHIRE COUNCIL**

### **CHARTER OF THE** **[Name of Town] COMMUNITY PLANNING REFERENCE GROUP**

#### **1. CONSTITUTION**

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

#### **2. RESPONSIBILITY OF THE COMMITTEE**

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

- Represent the community through a democratic process of open, community planning sessions and the development of a Community Plan.
- Implement actions which are identified in the Community Plan which strengthen and develop communities.
- Advocate on behalf of the community to other government agencies for appropriate funding for initiatives identified by communities.
- Balancing the present and future interests of all Shire residents and visitors.

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

The role of the Community Planning Reference Group is to:

- a) Identify appropriate strategies to respond to community needs.
- b) Identify services, facilities and activities needed in each community.
- c) Act as a reference group for projects for which Council seeks public input.
- b) Provide advice to Council on Community Planning initiatives that could be included into the Council Plan or budget process.

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

- 4.1 The Committee shall comprise of no less than five (5) persons.

The Committee shall at its first meeting elect the following office bearers for the following year:

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer



4.2 Committee membership should be representative of a range of local Community Groups.

4.3 Within seven (7) days of appointment, the Committee shall advise the Council in writing of the office bearers' and general members' names and contact details.

5. **TERM OF APPOINTMENT**

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

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

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

5.4 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. **CHAIRPERSON**

6.1 A Chairperson of the Committee will be elected to preside at all meetings at which he/she is present.

6.2 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.

7. **SECRETARY**

7.1 The Secretary shall prepare the agenda and minutes for each meeting of the Committee. These minutes are to be submitted to Council on request.

8. **REPORTING**

8.1 The Committee shall submit quarterly reports to Council and in addition, shall submit an Annual Report not later than 31 May in each year, for inclusion in the Council's Annual Report.

9. **DELEGATIONS**

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

10. **FINANCES**

10.1 The Committee may apply for Community Planning Program Funding in accordance with Community Planning Program Guidelines.

**11. INSURANCES**

11.1 The Council shall arrange and maintain insurances to cover Personal Accident Policy for committee members, a Voluntary Worker's Policy and an Indemnity Policy for committee members.

**12. MEETINGS OF THE COMMITTEE**

12.1 All meetings of the Committee shall be conducted in accordance with accepted meeting procedure.

12.2 The Committee shall meet at least quarterly at a date and time to be determined at the first meeting.

12.3 The Committee shall hold an annual meeting in July each year.

**13. QUORUM**

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

**14. REVIEW**

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

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

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

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

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

**SIGNED by .....**  
*Chairperson of the [Name of Town]  
Community Planning Reference Group*

.....

.....

Dated:

Dated:

.....

.....



**Strathbogie**  
*shire*

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# **COMMUNITY PLANNING PROGRAM GUIDELINES**

**May 2017**

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**Strathbogie Shire Council**  
**Community Planning Program Guidelines**



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**Strathbogie Shire Council**  
**Community Planning Program Guidelines**



## INTRODUCTION

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Strathbogie Shire Council defines 'community planning' as locality based planning which occurs through an established set of processes.

Council aims to assist and strengthen our communities to help them become more environmentally and socially sustainable, foster a sense of community spirit and pride and increase residents involvement in community life.

Community planning is about enabling communities to identify, find solutions and implement projects that address social, environmental, health and wellbeing, infrastructure, cultural and economic goals, issues and opportunities.

Council believes that local communities are best at identifying and resolving local issues and that building 'community capacity' is essential to developing vibrant healthy communities. The approach to community planning in Strathbogie Shire is that planning is not done by Council for its communities but by communities themselves.

## 1. COMMUNITY

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### 1.1 Community Planning Reference Groups\*

*\*In these Guidelines the name Community Planning Reference Groups refers to all groups who have an agreement with council under the Community Planning Program (eg CPRG, CAG or other).*

*Groups may continue to be referred to as "Action Group" should they wish.*

Community planning will be undertaken by Community Planning Reference Groups. Community Planning Reference Groups represent the community through a democratic process of open, community planning sessions.

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

- Represent the community through a democratic process of open, community planning sessions and the development of a Community Plan.
- Implement actions which are identified in the Community Plan which strengthen and develop communities.
- Advocate on behalf of the community to other government agencies for appropriate funding for initiatives identified by communities.
- Balancing the present and future interests of all Shire residents and visitors.



## **Strathbogie Shire Council** **Community Planning Program Guidelines**



### **1.2 Council**

Community Planning is an important way of Council getting to know the communities in Strathbogie Shire and what is important to residents. By building capacity within communities through the Community Planning Reference Groups, Council can work in partnership and assist communities to get what they required.

Council has undertaken the following commitments to:

- Support local communities through a partnership approach
- Contribute funding to community planning initiatives directly through Council's community planning grants and through Council's budgetary process
- Provide Community Planning Reference Groups with direct access to Council to discuss issues of concern at least twice per year, or as agreed provide direct assistance with planning for projects that demonstrate broad community benefits
- Facilitate combined Community Planning Reference Group meetings at least once per year or as agreed, to share best practice, ideas and discuss issues relevant to community planning

## **2. PLANNING**

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### **2.1 Community Planning**

A Community Plan informs decision-making on strategies and actions of the community and actions and initiatives may evolve to allow new or alternative outcomes which are clearly linked to the community plan. The development of a community plan provides clarity of purpose for discussions with Council about issues the community has identified. Community Plans are submitted to Council for endorsement, and these provide information to Council when developing its strategic plans.

Council encourages community plans to develop a range of projects including large-scale and more complex projects that may be staged over a longer period of time. The key is for Council and the community to work together on those that require strategic planning and/or significant funding.

If your Community Planning Reference Group requires assistance with community consultation strategies please contact Council to discuss or obtain a copy of "A guide to Community Consultation".

### **2.2 The Community Plan**

Every four years, Community Planning Reference Groups undertake community consultation to come together to identify and select priorities for their community to include in their Community Plan.

The development of the community plan is through engagement with the local community. The Community Planning Reference Groups identify the key stakeholders and then plan and implement the method to consult with their community. The draft community plan is exhibited for comment and feedback. Pending exhibition and comment the community plan is finalised by Community Planning Reference Groups. The Community Plan is then presented to Council for endorsement.

## Strathbogie Shire Council Community Planning Program Guidelines



### 2.3 The Annual Action Plan

Given that the Community Plan is developed every four year Council requires Community Planning Reference Groups to summarise their Actions for each year in an Annual Action Plan. This document provides a focus for the years Actions and highlights the activities and events on which Grant funding will be spent.

A template has been developed to assist with formatting of the Annual Action Plan.

## 3. FUNDING

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### 3.1 Who can apply?

To receive funds through the Community Planning Program, Community Planning Reference Groups need to:

- Have a Council endorsed and supported Community Plan for that community;
- Undertake a project that is detailed or prioritised within the community plan; and
- Undertake the allocation of funds to projects within the boundaries of the Shire of Strathbogie.
- In 2017/2018, existing levels of funding will be maintained.

### 3.2 How may the Grants be used?

Community Planning Program grants may be used for the following:

- undertaking a prioritised project or initiative from the Annual Action Plan
- up to \$1,000 per annum for administration costs
- up to \$1,000 per annum for township Christmas decorations
- funds may also be used for the community engagement activities undertaken when reviewing the Community Plan
- allocations may be used as seed funding for State and Federal Government grants and may be held by Community Planning Reference Group for a maximum period of two years
- funds cannot be used for any other organisation's ongoing maintenance expenses, including salaries, telephone, electricity etc

### 3.3 Allocation of Funds

Council will assess its level of support for community projects in accordance with its funding priorities. Projects not identified in the community plan will not be funded.

In addition:

- Allocation to Community Planning Reference Groups will be based on submitted Community Plans and population;
- Community Planning Reference Groups will be individually notified of their proposed allocation when Council has drafted their budget; and
- Final notification will be made individually to each Reference Group once the budget has been approved and adopted by Council.

**Strathbogrie Shire Council**  
**Community Planning Program Guidelines**



### **3.4 Application for Funding**

An information kit including Application Forms and FAQs will be issued to all Community Planning Reference Groups.

To apply for funding:

- All applications for funding must be on the prescribed Application Form, be signed by the appropriate parties and include all attachments requested
- Applications must be received by Council by the specified date in the notification letter
- Acquittals for larger projects spanning more than one financial year can be negotiated with Council prior to commencement

### **3.5 Approval Process**

Once submissions have been assessed and approved, the Reference Group will receive Funding Terms and Conditions from Council.

The Chairperson will be required to return a signed copy of the Terms and Conditions, together with a tax invoice (inclusive of GST) for their allocation within 30 days of receipt of notification letter.

## **4. REPORTING**

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### **4.1 Annual Report**

The Committee shall submit an Annual Report for inclusion in the Council's Annual Report. This report includes Acquittal on the funds received for that year.

Projects/purchases must be satisfactorily completed and the reported submitted by 31 May of the next financial year in which the monies were received, unless prior written approval is granted by Council

The Annual Report should show the project/s have been completed in accordance with the Funding Terms and Conditions, including photos and budget information.

### **4.2 Acquittal Information**

Acquittals for larger projects spanning more than one financial year can be negotiated with Council prior to commencement. Allocations being used as seed funding for state or federal government grants may be held by the Community Planning Reference Groups for a maximum period of two years; larger projects may warrant an exemption

Any portion of the allocation that is not expended by the acquittal date is to be re-paid to Council by the 30 June of the acquittal year unless otherwise approved by Council to be retained.



### **9.7.5 Financial Report to 30 April 2017**

#### **Author / Department**

Acting Director, Corporate and Liveability / Corporate and Liveability Directorate

#### **Disclosure of Interest**

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

#### **Summary**

The appended April Financial Report incorporates the mid-year review and the anticipated position at 30 June 2017. The process involves estimating the end of financial year position for all programs within Council's strategic objectives.

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

In relation to the current year the operating surplus for the ten months period ending 30 April 2017 was \$4,113,800. The variance between the current and forecast budget is detailed in the Financial Overview.

As at 30 April 2017, total capital works was \$3,475,295.

#### **RECOMMENDATION**

**That the Financial Report for the ten months ended 30 April 2017 be noted.**

*82/17 CRS MASON/THOMSON : That the Recommendation be adopted.*

**CARRIED**

#### **Background**

The 2016/17 Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on 26 June 2016. A full mid-year review has now been carried out.

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

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

#### **Alternative Options**

The Officer providing advice in relation to this report has considered all alternative courses of action. The option presented represents the forecast position of Council at 30 June 2017.

### 9.7.5 Financial Report to 30 April 2017 (cont.)

#### **Risk Management**

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

Monitoring of the 2016/17 adopted Budget provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks. This review has resulted in adjustments for known variances and, therefore, reduces the risk that the actual results will significantly differ from the budget.

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

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

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

The report is consistent with Best Value, National Competition Policy and Competition and Consumers Act 2010 requirements. Close monitoring of budgets is in line with Best Value principles.

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

The financial implications are clearly detailed in the attached 2016/17 Mid-Year Budget Review reports.

#### **Economic Implications**

The attached report, in conjunction with the detailed briefing to Council, considers all known economic implications for the financial year ending 30 June 2017.

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

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

#### **Community Implications**

This report has no significant unfavourable community or social implications for the Council or the broader community. Improved capital grant funding will result in improved infrastructure renewal outcomes.

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

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

#### **Legal / Statutory Implications**

There are no statutory or legal implications. The Local Government Act 1989 allows for budget reallocations. Consideration and adoption of periodic Financial reports as per the Local Government Act 1989 ensures Council complies with its Legal and Statutory obligations

#### 9.7.5 Financial Report to 30 April 2017 (cont.)

##### **Consultation**

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

##### **Attachments**

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

**STRATHBOGIE SHIRE COUNCIL**

**Comprehensive Income Statement**  
For the month ended April 2017

	YTD Actual	YTD Budget	YTD Variance	MYR/Current Budget	Forecast June 2017	Variance Current Budget to Forecast Fav./(Unfav.)	Reference
<b>INCOME</b>							
Rates and charges	17,868,063	17,908,500	(40,437)	17,908,500	17,908,500	0	
Statutory fees and fines	321,008	286,225	34,783	314,470	356,700	42,230	A
User fees	573,786	557,035	16,751	655,562	676,662	21,100	B
Grants - operating	4,074,794	4,479,517	(404,723)	5,498,390	5,499,890	1,500	
Grants - capital	173,500	78,000	95,500	2,940,400	3,043,900	103,500	C
Contributions - monetary	818,449	210,333	608,115	398,446	645,946	247,500	D
Contributions - non monetary	0	0	0	0	0	0	
Share of net profits of associates	0	0	0	0	0	0	
Bad and doubtful debts	0	0	0	0	0	0	
Other income	647,051	620,182	26,869	724,615	734,615	10,000	E
<b>Total Income</b>	<b>24,476,650</b>	<b>24,139,792</b>	<b>336,858</b>	<b>28,440,383</b>	<b>28,866,213</b>	<b>425,830</b>	
<b>EXPENSES</b>							
Employee Costs	(7,449,221)	(7,251,532)	(197,689)	(8,701,838)	(8,632,348)	69,490	F
Material and services	(8,474,050)	(9,397,673)	923,623	(11,788,030)	(11,816,818)	(28,788)	G
Share of net loss of associates	0	0	0	0	0	0	
Bad and doubtful debts	0	(833)	833	(1,000)	(1,000)	0	
Depreciation	(4,050,210)	(4,361,500)	311,289	(5,233,800)	(5,233,800)	0	
Borrowing costs	(95,059)	(85,833)	(9,225)	(103,000)	(103,000)	0	
Net loss on disposal of property, infrastructure, plant and equipment	(132,482)	(592,167)	459,685	(710,600)	(710,600)	0	
Other Expenses	(161,828)	(192,500)	30,672	(565,000)	(565,000)	0	
<b>Total Expenses</b>	<b>(20,362,850)</b>	<b>(21,882,038)</b>	<b>1,519,188</b>	<b>(27,103,268)</b>	<b>(27,062,566)</b>	<b>40,702</b>	
<b>(Deficit)/surplus for the year</b>	<b>4,113,800</b>	<b>2,257,754</b>	<b>1,856,047</b>	<b>1,337,115</b>	<b>1,803,647</b>	<b>466,532</b>	
<b>Other Comprehensive Income</b>							
Net asset revaluation increment/(decrement)	0	0	0	0	0	0	
<b>Total comprehensive result</b>	<b>4,113,800</b>	<b>2,257,754</b>	<b>1,856,047</b>	<b>1,337,115</b>	<b>1,803,647</b>	<b>466,532</b>	

For the month ended April 2017

	YTD Actual	YTD Budget	YTD Variance	MYR/Current Budget	Forecast June 2017	Variance Current Budget to Forecast Fav./Unfav.)	Reference
<b>CAPITAL EXPENDITURE</b>							
<b>Property</b>							
Land	1,521	0	(1,521)	0	0	0	
Buildings	659,346	595,000	(64,346)	1,740,000	921,000	819,000	
Recreation Leisure & Community Services	82,376	90,000	7,624	165,000	165,000	0	
Open space	64,631	99,727	35,096	249,727	195,320	54,407	
<b>Total property</b>	<b>807,874</b>	<b>784,727</b>	<b>(23,147)</b>	<b>2,154,727</b>	<b>1,281,320</b>	<b>873,407</b>	
<b>Plant and equipment</b>							
Plant, machinery and equipment	213,244	210,000	(3,244)	630,000	480,000	150,000	
Furniture & Equipment	25,898	26,000	102	26,000	26,000	0	
Computers and telecommunications	210,121	287,500	77,379	345,000	345,000	0	
<b>Total Plant and equipment</b>	<b>449,263</b>	<b>523,500</b>	<b>74,237</b>	<b>1,001,000</b>	<b>851,000</b>	<b>150,000</b>	
<b>Infrastructure</b>							
Roads	1,363,099	1,829,500	466,401	3,710,523	3,184,043	526,480	
Bridges and culverts	382,794	567,000	184,206	3,201,000	1,897,000	1,304,000	
Footpaths	0	0	0	131,600	161,600	(30,000)	
Drainage	472,265	401,667	(70,598)	896,046	573,046	323,000	
Kerb and channel	0	0	0	45,000	0	45,000	
<b>Total infrastructure</b>	<b>2,218,158</b>	<b>2,798,167</b>	<b>580,009</b>	<b>7,984,169</b>	<b>5,815,689</b>	<b>2,168,480</b>	
<b>Total capital works expenditure</b>	<b>3,475,295</b>	<b>4,106,394</b>	<b>631,099</b>	<b>11,139,896</b>	<b>7,948,009</b>	<b>3,191,887</b>	H
<b>Represented by:</b>							
New asset expenditure	106,214	89,000	(17,214)	897,000	68,000	829,000	
Asset renewal expenditure	2,794,376	3,497,394	703,018	8,677,216	7,210,809	1,466,407	
Asset upgrade expenditure	561,369	510,000	(51,369)	1,416,480	620,000	796,480	
Asset expansion expenditure	13,336	10,000	(3,336)	149,200	49,200	100,000	
<b>Total capital works expenditure</b>	<b>3,475,295</b>	<b>4,106,394</b>	<b>631,099</b>	<b>11,139,896</b>	<b>7,948,009</b>	<b>3,191,887</b>	

**Balance Sheet**

For the month ended April 2017

	YTD Actual	MYR/Current Budget	Forecast June 2017	Variance Current Budget to Forecast Fav./Unfav.)
<b>Assets</b>				
<b>Current Assets</b>				
Cash and cash equivalents	8,071,105	5,465,000	9,123,419	3,658,419
Other financial assets	1,200,000	1,200,000	1,200,000	0
Trade and other receivables	5,399,649	1,903,000	1,903,000	0
Inventories	8,906	5,000	5,000	0
Non-current assets classified as held for sale	1,928,000	1,738,000	1,738,000	0
Other assets	28,758	113,000	113,000	0
<b>Total Current Assets</b>	<b>16,636,417</b>	<b>10,424,000</b>	<b>14,082,419</b>	<b>3,658,419</b>
<b>Non Current Assets</b>				
Investments in associates	241,520	242,000	242,000	0
Property, Infrastructure, plant and equipment	273,468,983	278,629,000	275,437,113	(3,191,887)
Other financial assets	2,032	2,000	2,000	0
<b>Total Non Current Assets</b>	<b>273,712,536</b>	<b>278,873,000</b>	<b>275,681,113</b>	<b>(3,191,887)</b>
<b>Total Assets</b>	<b>290,348,953</b>	<b>289,297,000</b>	<b>289,763,532</b>	<b>466,532</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Trade and other payables	330,609	2,810,000	2,810,000	0
Trust fund and deposits	878,551	762,000	762,000	0
Provisions	3,152,202	3,038,000	3,038,000	0
Interest-Bearing Loans and borrowings	112,897	522,000	522,000	0
<b>Total Current Liabilities</b>	<b>4,474,259</b>	<b>7,132,000</b>	<b>7,132,000</b>	<b>0</b>
<b>Non Current Liabilities</b>				
Trust fund and deposits	63,486	68,000	68,000	0
Provisions	966,062	631,000	631,000	0
Interest-Bearing Loans and borrowings	1,202,063	678,000	678,000	0
<b>Total Non Current Liabilities</b>	<b>2,231,611</b>	<b>1,377,000</b>	<b>1,377,000</b>	<b>0</b>
<b>Total Liabilities</b>	<b>6,705,870</b>	<b>8,509,000</b>	<b>8,509,000</b>	<b>0</b>
<b>Net Assets</b>	<b>283,643,084</b>	<b>280,788,000</b>	<b>281,254,532</b>	<b>466,532</b>
<b>Equity</b>				
Reserves	198,418,877	198,419,000	198,419,000	0
Accumulated Surplus	85,224,207	82,369,000	82,835,532	466,532
<b>Total Equity</b>	<b>283,643,084</b>	<b>280,788,000</b>	<b>281,254,532</b>	<b>466,532</b>

**STRATHBOGIE SHIRE COUNCIL**

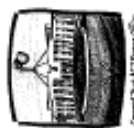
<b>Cash Flow Statement</b>	<b>YTD Actual</b>	<b>MYR/Current</b>
For the month ended April 2017	<b>Inflows</b>	<b>Budget</b>
	<b>(Outflows)</b>	<b>Inflows</b>
		<b>(Outflows)</b>
<b>Cash flows from operating activities</b>		
Rates and charges	14,262,055	17,909,000
Statutory fees and fines	321,008	314,000
User fees	658,668	732,000
Grants	4,304,153	8,477,000
Contributions - monetary	501,449	0
Interest received	180,821	290,000
Other receipts	466,230	717,000
Net GST refund/(payment)	299,863	0
Employee Costs	(7,523,918)	(8,701,000)
Materials & services	(10,771,314)	(11,856,000)
Trust Funds and deposits	(298,922)	0
Other payments	(161,835)	(498,000)
<b>Net cash provided by operating activities</b>	<b>2,238,258</b>	<b>7,384,000</b>
<b>Cash flows from investing activities</b>		
Payments for property, infrastructure, plant & equipment	(3,475,293)	(11,140,000)
Proceeds from sales of property, infrastructure, plant & equipment	398,518	940,000
Payments for landfill rehabilitation	-	(524,000)
<b>Net cash used in investing activities</b>	<b>(3,076,774)</b>	<b>(10,724,000)</b>
<b>Cash flows from financing activities</b>		
Finance costs	(95,059)	(103,000)
Proceeds from borrowings	-	-
Repayment of borrowings	(375,298)	(472,000)
<b>Net cash used in financing activities</b>	<b>(470,357)</b>	<b>(575,000)</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(1,308,873)</b>	<b>(3,915,000)</b>
<b>Cash and cash equivalents at the beginning of the financial year</b>	<b>9,379,978</b>	<b>10,580,000</b>
<b>Cash and cash equivalents at end of the financial year</b>	<b>8,071,105</b>	<b>6,665,000</b>
<b>Short-Term Investments as at 30 April 2017</b>	<b>YTD Actual</b>	
NAB	1,500,000	
CBA	2,000,000	
ANZ	2,500,000	
GMCU	1,200,000	
	<b>7,200,000</b>	



The Financial Overview to 30 April 2017 identifies total operating income of \$24,475,650 with total operating expenditure of \$20,362,580 resulting in a surplus to date of \$4,113,060. The MYR/Current Budget reports a surplus of \$1,337,115 whilst the Forecast to June 30 2017 is a surplus of \$1,803,647. An overview of the budget variances is provided in the following table.  
Capital Works total expenditure to 30 April 2017 is \$3,475,295. The MYR/Current budget for Capital Expenditure is \$11,130,896. The Forecast to 30 June 2017 is total to \$7,948,000, a favorable variance of \$3,191,887. Of this, \$3,327,480 is Capital Works to be carried forward to 2017/18 and is detailed below.

An overview of the budget variances is provided in the following table.

OPERATING INCOME			
Ref.	Line Item	Fav. / (Unfav.) Variance	Notes
A	Statutory	42,230	Increase in income Forecast budget due to: * Higher than budgeted income for Planning Fee, Subdivision Fees & Boating Infringements
B	User Fees	21,100	Increase in income Forecast budget due to: * Higher than budgeted income for Debt collection expenses recovered, Pound Fees, Regatta Centre events & Tip Fees Euroa.
C	Grants capital	103,500	Increase in income Forecast budget due to: * \$17k Avenel Rec Reserve Cricket Nets & Junior Shelter * \$120k Euroa Flood Levee - DELWP funding less \$34k Cullens Road Bridge
D	Contributions	247,500	Increase in income Forecast budget due to: * \$22k Nagambie Tourism Infrastructure Dev Bus Care Project * \$50k Birkett St Underpass VIC Roads funding * \$100k Campbell St - VIC Roads funding * \$30k Pedestrian Path Euroa Main Rd - VIC Roads funding * \$30k On Road Bike markings - VIC Roads funding * \$15k Violet Town Bowls Club - local contribution
E	Other Income	10,000	Increase in income Forecast budget due to: * \$10k Recycling Acceptance & Processing - additional tonnages processed.
OPERATING EXPENDITURE			
Ref	Line Item	Fav. / (Unfav.) Variance	Notes
F	Employee Costs	69,490	Decrease in expenditure Forecast budget due to: * \$70k Relief Finance Manager, budgeted as Employee Costs, paid as Materials
G	Materials and Services	(28,788)	Increase in expenditure Forecast budget due to: * \$62k Transfer Stations: additional transport & disposal costs * \$70k Relief Finance Manager, budgeted as Employee Costs, paid as Materials * \$34k replace staff on workcover - offset by Workcover recovery * \$28k HR Professional Services - Corporate Services review * \$27k Roadside Weeds & Pest Management * \$14k Shirewide Economic Development Strategy - increased cost * \$13k Saleyards maintenance - additional income * \$13k Public Notices - additional costs tenders, waste management, job adverts. * \$13k increased recruitment costs Decrease in expenditure Forecast budget due to: * \$80k savings Shared Services * \$20k Planning compliance * \$14k Strathbogie Marketing * \$11k Chip Replacement * \$10k Telecommunications * \$10k Preliminary Plans for Funded Projects * \$10k Ranger & Local Laws Costs * \$10k Records & Legislation Compliance * \$10k Mystery Shopper / Customer Service Benchmarking * \$10k savings audit costs Violet Town Landfill * Multiple favorable & unfavorable adjustments with a net effect
CAPITAL EXPENDITURE			
Ref	Line Item	Fav. / (Unfav.) Variance	Notes
H	Capital	3,191,887	less Capital Works c/forward to 2017/2018 \$ 36,480: Avenel Hall (Roads) \$ 20,000: Binney St Roundabout \$120,000: Euroa School Parking Improvements \$130,000: Campbell St Palmer Ave Drainage \$250,000: Birkett St Railway Crossing \$ 15,000: Screen planting Euroa Caravan Park \$ 45,000: Shiffner St V/Town \$200,000: Avenel Longwood Rd Bridge No 62 \$154,000: Ben Kell Road Bridge No 38 \$250,000: Brookleigh Rd Bridge No 120 \$180,000: Nagambie Rushworth Rd Bridge No 75 \$400,000: Sheans Creek Bridge No 5 \$180,000: Tarcombe Ruffy Rd Bridge No 14 \$ 87,000: Shiffner Street Violet Town Drainage \$180,000: Euroa flood levee \$100,000: Garrett St Euroa main drain extension \$ 86,000: Nagambie Industrial Area Drainage Scope & implementation \$300,000: Avenel Hall (Building) \$200,000: Nagambie High Street Toilets - Accessable toilet \$184,000: Brock St toilet \$ 60,000: Environmental Improvements - Solar Power Civic Centre \$100,000: Violet Town Oval Toilets \$ 60,000: Implementation Violet Town Rec Reserves Masterplan less \$135,593 changes to capital works detailed in March report



**Strathbogie Shire Council  
Account Management Report  
for year to April 2017 (actuals as at 09 May 17 - 83% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
<b>Capital Land</b>									
20113 59 Hill St Longwood	\$0	\$0	\$0	\$1,521	\$0	\$1,521	-\$1,521	-\$1,521	0%
<b>Total Land</b>	\$0	\$0	\$0	\$1,521	\$0	\$1,521	-\$1,521	-\$1,521	0%
<b>Open Space</b>									
20111 Euros Skate Park Shade Sail	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
22025 Create Easements for Flood Levees	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
22026 Nagambie Oval	\$15,000	\$20,727	\$20,727	\$0	\$28,320	\$26,320	-\$5,593	-\$5,593	127%
22027 Avenel Oval	\$14,000	\$14,000	\$14,000	\$9,539	\$0	\$9,539	\$4,461	\$4,461	66%
22029 Violet Town Oval	\$15,000	\$5,000	\$5,000	\$5,247	\$1,843	\$7,090	-\$2,090	\$7,910	47%
22030 Longwood Oval	\$30,000	\$30,000	\$30,000	\$34,791	\$12,545	\$47,336	-\$17,336	-\$17,336	159%
22032 Longwood Recreation Reserve Tree Removal	\$30,000	\$30,000	\$30,000	\$11,066	\$0	\$11,066	\$18,934	\$18,934	37%
22035 Buckley Park Landfill extension	\$0	\$0	\$0	\$2,545	\$0	\$2,545	-\$2,545	-\$2,545	0%
27178 Capital Works Project design	\$50,000	\$50,000	\$0	\$1,443	\$0	\$1,443	-\$1,443	\$48,557	3%
27179 Violet Town Rec Reserve masterplan implement	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
<b>Total Open Space</b>	\$244,000	\$249,727	\$99,727	\$64,631	\$40,708	\$105,340	-\$5,613	\$185,096	42%
<b>Recreation Leisure &amp; Community Services</b>									
20112 Bi-Centennial Park, Euros (Playground Equipment Refurb.)	\$0	\$0	\$0	\$822	\$0	\$822	-\$822	-\$822	0%
27180 Euros Swimming Pool: seating & tables	\$15,000	\$15,000	\$15,000	\$14,529	\$0	\$14,529	\$471	\$471	97%
27181 Violet Town Swim Pool Filter replacement	\$70,000	\$70,000	\$40,000	\$40,841	\$0	\$40,841	-\$941	\$29,159	58%
27182 Avenel Swim Pool perimeter fencing	\$60,000	\$60,000	\$25,000	\$21,241	\$19,405	\$40,646	-\$15,646	\$19,354	68%
27183 Avenel Swim Pool seat & tables	\$10,000	\$10,000	\$10,000	\$4,844	\$0	\$4,844	\$5,156	\$5,156	49%
27184 Ruffy Tablelands Community Ctr bore equipment	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000	0%
27185 Dog dropping signage parks	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000	0%
<b>Total Recreation Leisure &amp; Community Services</b>	\$165,000	\$165,000	\$90,000	\$82,376	\$19,405	\$101,781	-\$11,781	\$82,624	62%
<b>Buildings</b>									
20026 Nagambie - Glass Square Bowling Club - Clubrooms	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000	0%
20029 Nagambie - Glass Square Tennis Club - Clubrooms	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
20073 Violet Town Bowls Club Shed	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
20078 Euros Caravan Park: Upgrade Program	\$35,000	\$35,000	\$15,000	\$21,832	\$7,610	\$29,441	-\$14,441	\$5,559	84%
20086 Violet Town Community Centre - Roof	\$0	\$0	\$0	\$500	\$0	\$500	-\$500	-\$500	0%
20101 Euros Civic Centre Conference Room Roof	\$0	\$0	\$0	\$400	\$0	\$400	-\$400	-\$400	0%
20104 RSL Hall Memorial Park, Euros: Stage 2 Painting & Rendering	\$0	\$0	\$0	\$680	\$0	\$680	-\$680	-\$680	0%
22033 Nagambie Lakes Mens Shed	\$0	\$0	\$0	\$4,631	\$3,123	\$7,754	-\$7,754	-\$7,754	0%
22034 Euros Saleyards Roof - Stage 2	\$385,000	\$385,000	\$385,000	\$417,689	\$0	\$417,689	-\$32,689	-\$32,689	108%
22038 Nagambie Library Redevelopment	\$110,000	\$110,000	\$110,000	\$111,628	\$1,457	\$113,085	-\$3,085	-\$3,085	103%
22039 Avenel Hall upgrade	\$400,000	\$400,000	\$25,170	\$25,170	\$1,993	\$27,164	-\$372,836	\$372,836	7%
27169 Strathbogie Hall windows refurb	\$30,000	\$30,000	\$30,000	\$0	\$18,298	\$18,298	\$11,702	\$11,702	61%
27170 Euros Swimming Pool roof structure change rooms	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000	0%
27171 Nagambie Community Ctr verandah extension	\$10,000	\$10,000	\$10,000	\$11,534	\$0	\$11,534	-\$1,534	-\$1,534	115%
27172 Nagambie High St Toilets	\$200,000	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000	0%

**Strathbogie Shire Council  
Account Management Report  
for year to April 2017 (actuals as at 09 May 17 - 83% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
27173 Brock St Toilet	\$200,000	\$200,000	\$0	\$10,047	\$137,658	\$147,705	-\$127,705	\$52,295	74%
27174 Environmental Improvements solar power Civic Centre	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
27176 Euroa Croquet Club Toilets	\$40,000	\$40,000	\$0	\$24,200	\$0	\$24,200	-\$24,200	\$15,800	61%
27177 Violet Town Oval Toilets	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	0%
27246 Saleyards Fence Panels	\$0	\$25,000	\$0	\$24,960	\$0	\$24,960	-\$24,960	\$40	100%
27247 Security Cameras: Black Caviar/Trav Rest	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
27250 Regatta Centre Comfort Station substructure	\$0	\$0	\$0	\$6,075	\$21,008	\$27,083	-\$27,083	-\$27,083	0%
<b>Total Buildings</b>	<b>\$1,665,000</b>	<b>\$1,740,000</b>	<b>\$595,000</b>	<b>\$659,346</b>	<b>\$191,148</b>	<b>\$850,494</b>	<b>-\$255,454</b>	<b>\$1,080,654</b>	<b>49%</b>
<b>Roads</b>									
<b>Road Reseal Program</b>									
24699 Road Resealing Program	\$729,000	\$729,000	\$729,000	\$1,012	\$0	\$1,012	\$727,988	\$727,988	0%
27100 Aerodrome Road FS1	\$0	\$0	\$0	\$77,021	\$0	\$77,021	-\$77,021	-\$77,021	0%
27101 Ash Street FS2	\$0	\$0	\$0	\$1,229	\$0	\$1,229	-\$1,229	-\$1,229	0%
27102 Birkett Street FS3	\$0	\$0	\$0	\$2,777	\$0	\$2,777	-\$2,777	-\$2,777	0%
27103 Bonnie Doon Road FS4	\$0	\$0	\$0	\$15,886	\$0	\$15,886	-\$15,886	-\$15,886	0%
27104 Creightons Creek Road FS5	\$0	\$0	\$0	\$16,922	\$0	\$16,922	-\$16,922	-\$16,922	0%
27105 Creightons Creek Road FS6	\$0	\$0	\$0	\$18,931	\$0	\$18,931	-\$18,931	-\$18,931	0%
27106 Euroa Strathbogie Rd FS7	\$0	\$0	\$0	\$36,933	\$0	\$36,933	-\$36,933	-\$36,933	0%
27107 Kennedy Street FS8	\$0	\$0	\$0	\$409	\$0	\$409	-\$409	-\$409	0%
27108 Longwood Ruffy Rd FS9	\$0	\$0	\$0	\$45,451	\$0	\$45,451	-\$45,451	-\$45,451	0%
27109 Mogglenemy Rd FS10	\$0	\$0	\$0	\$15,173	\$0	\$15,173	-\$15,173	-\$15,173	0%
27110 Mogglenemy Rd FS11	\$0	\$0	\$0	\$31,614	\$0	\$31,614	-\$31,614	-\$31,614	0%
27111 Nook Rd FS12	\$0	\$0	\$0	\$50,324	\$0	\$50,324	-\$50,324	-\$50,324	0%
27112 Quarry Rd FS13	\$0	\$0	\$0	\$23,614	\$0	\$23,614	-\$23,614	-\$23,614	0%
27113 Sheans Creek Rd FS14	\$0	\$0	\$0	\$15,564	\$0	\$15,564	-\$15,564	-\$15,564	0%
27114 Vale Street FS15	\$0	\$0	\$0	\$29,522	\$0	\$29,522	-\$29,522	-\$29,522	0%
27115 Aerodrome Rd RS1	\$0	\$0	\$0	\$891	\$0	\$891	-\$891	-\$891	0%
27116 Aerodrome Road RS2	\$0	\$0	\$0	\$6,615	\$0	\$6,615	-\$6,615	-\$6,615	0%
27117 Allason Rd RS3	\$0	\$0	\$0	\$38	\$0	\$38	-\$38	-\$38	0%
27118 Doherty Rd RS4	\$0	\$0	\$0	\$14,908	\$0	\$14,908	-\$14,908	-\$14,908	0%
27119 Euroa Strathbogie Rd RS5	\$0	\$0	\$0	\$4,779	\$0	\$4,779	-\$4,779	-\$4,779	0%
27120 Gap Rd RS6	\$0	\$0	\$0	\$1,440	\$0	\$1,440	-\$1,440	-\$1,440	0%
27121 Goulburn Weir Rd RS7	\$0	\$0	\$0	\$2,211	\$0	\$2,211	-\$2,211	-\$2,211	0%
27122 McDiarmids Rd RS8	\$0	\$0	\$0	\$20,878	\$0	\$20,878	-\$20,878	-\$20,878	0%
27123 Mitchellstown Rd RS9	\$0	\$0	\$0	\$17,798	\$0	\$17,798	-\$17,798	-\$17,798	0%
27124 Mitchellstown Rd RS10	\$0	\$0	\$0	\$16,396	\$0	\$16,396	-\$16,396	-\$16,396	0%
27125 Nagambie Locksley Rd RS11	\$0	\$0	\$0	\$6,476	\$0	\$6,476	-\$6,476	-\$6,476	0%
27126 Tablik Monea Rd RS12	\$0	\$0	\$0	\$693	\$0	\$693	-\$693	-\$693	0%
27127 Elliot St US1	\$0	\$0	\$0	\$3,416	\$0	\$3,416	-\$3,416	-\$3,416	0%
27128 Ewings Rd US2	\$0	\$0	\$0	\$3,804	\$0	\$3,804	-\$3,804	-\$3,804	0%
27129 Ewings Rd US3	\$0	\$0	\$0	\$3,841	\$0	\$3,841	-\$3,841	-\$3,841	0%
27130 Hart St US4	\$0	\$0	\$0	\$4,711	\$0	\$4,711	-\$4,711	-\$4,711	0%
27131 High St US5	\$0	\$0	\$0	\$9,004	\$0	\$9,004	-\$9,004	-\$9,004	0%
27132 Jubilee Cres US6	\$0	\$0	\$0	\$1,002	\$0	\$1,002	-\$1,002	-\$1,002	0%

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	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
27133 Kennedy St US7	\$0	\$0	\$0	\$6,529	\$0	\$6,529	-\$6,529	-\$6,529	0%
27134 Maxfield St US8	\$0	\$0	\$0	\$2,170	\$0	\$2,170	-\$2,170	-\$2,170	0%
27135 Queen St US9	\$0	\$0	\$0	\$246	\$0	\$246	-\$246	-\$246	0%
27136 Racecourse Rd US10	\$0	\$0	\$0	\$3,997	\$0	\$3,997	-\$3,997	-\$3,997	0%
27138 Watson St US12	\$0	\$0	\$0	\$1,921	\$0	\$1,921	-\$1,921	-\$1,921	0%
27139 Williams St US13	\$0	\$0	\$0	\$1,793	\$0	\$1,793	-\$1,793	-\$1,793	0%
27226 RS13: Nagambie Locksley Rd Tablik	\$0	\$0	\$0	\$38,930	\$0	\$38,930	-\$38,930	-\$38,930	0%
27227 RS14: Nagambie Locksley Rd Tablik	\$0	\$0	\$0	\$43,013	\$0	\$43,013	-\$43,013	-\$43,013	0%
27228 RS15: Nagambie Locksley Rd Tablik	\$0	\$0	\$0	\$39,448	\$0	\$39,448	-\$39,448	-\$39,448	0%
27229 US14: Racecourse Rd Nagambie	\$0	\$0	\$0	\$19,057	\$0	\$19,057	-\$19,057	-\$19,057	0%
<b>Total Road Reseal Program</b>	<b>\$729,000</b>	<b>\$729,000</b>	<b>\$729,000</b>	<b>\$658,388</b>	<b>\$0</b>	<b>\$658,388</b>	<b>\$70,612</b>	<b>\$70,612</b>	<b>90%</b>
<b>Road Rehabilitation Program</b>									
26920 Pavement Rehabilitation Program	\$1,282,000	\$1,282,000	\$365,500	\$9,079	\$0	\$9,079	\$356,421	\$1,272,921	1%
27193 Rowe St Shep Rd Intersection	\$0	\$0	\$0	\$47,911	\$0	\$47,911	-\$47,911	-\$47,911	0%
27240 Pine Lodge Road	\$0	\$0	\$0	\$965	\$0	\$965	-\$965	-\$965	0%
27241 Pine Lodge Road	\$0	\$0	\$0	\$13	\$0	\$13	-\$13	-\$13	0%
27242 Pine Lodge Road	\$0	\$0	\$0	\$73	\$0	\$73	-\$73	-\$73	0%
<b>Total Road Rehabilitation Program</b>	<b>\$1,282,000</b>	<b>\$1,282,000</b>	<b>\$365,500</b>	<b>\$58,040</b>	<b>\$0</b>	<b>\$58,040</b>	<b>\$307,460</b>	<b>\$1,223,960</b>	<b>5%</b>
<b>Shoulder Pavement Program</b>									
26150 Shoulder Pavement Program	\$447,489	\$447,489	\$110,000	\$1,040	\$554,127	\$555,167	-\$445,167	-\$107,678	124%
<b>Total Shoulder Pavement Program</b>	<b>\$447,489</b>	<b>\$447,489</b>	<b>\$110,000</b>	<b>\$1,040</b>	<b>\$554,127</b>	<b>\$555,167</b>	<b>-\$445,167</b>	<b>\$446,449</b>	<b>124%</b>
<b>Resheet Program</b>									
25202 Resheeting Program	\$537,554	\$537,554	\$520,000	\$0	\$0	\$0	\$20,000	\$537,554	0%
25234 Belmont Rd Ch 8000-10600	\$0	\$0	\$0	\$35,348	\$0	\$35,348	-\$35,348	-\$35,348	0%
25235 Nagambie Rushworth Rd Ch 8000-10000	\$0	\$0	\$0	\$25,032	\$0	\$25,032	-\$25,032	-\$25,032	0%
25236 Red Gum Lane Ch 0-505	\$0	\$0	\$0	\$6,837	\$0	\$6,837	-\$6,837	-\$6,837	0%
25237 Reedy Lake Rd Ch 0-2000	\$0	\$0	\$0	\$28,276	\$0	\$28,276	-\$28,276	-\$28,276	0%
25240 Weir Rd Ch 2900-5400	\$0	\$0	\$0	\$30,147	\$0	\$30,147	-\$30,147	-\$30,147	0%
27194 South Costerfield Greytown Rd Ch 7420-9250	\$0	\$0	\$0	\$26,050	\$0	\$26,050	-\$26,050	-\$26,050	0%
27195 Segafredos Lane Ch 0-500	\$0	\$0	\$0	\$6,456	\$0	\$6,456	-\$6,456	-\$6,456	0%
27196 Segafredos Lane Ch 500-1500	\$0	\$0	\$0	\$14,228	\$0	\$14,228	-\$14,228	-\$14,228	0%
27197 Bull Ln Ch 0-1100	\$0	\$0	\$0	\$16,630	\$0	\$16,630	-\$16,630	-\$16,630	0%
27198 Wattlevale Rd Ch 2500-7700	\$0	\$0	\$0	\$58,239	\$0	\$58,239	-\$58,239	-\$58,239	0%
27199 Old Europa Rd Ch 5700-7700	\$0	\$0	\$0	\$27,014	\$0	\$27,014	-\$27,014	-\$27,014	0%
27200 Longwood Mansfield Rd Ch 6650-9100	\$0	\$0	\$0	\$31,671	\$0	\$31,671	-\$31,671	-\$31,671	0%
27201 Longwood Mansfield Rd Ch 10200-10900	\$0	\$0	\$0	\$9,210	\$0	\$9,210	-\$9,210	-\$9,210	0%
27202 Grimwade Rd Ch 15638-17138	\$0	\$0	\$0	\$16,475	\$0	\$16,475	-\$16,475	-\$16,475	0%
27203 Grimwade Rd Ch 17138-18248	\$0	\$0	\$0	\$12,026	\$0	\$12,026	-\$12,026	-\$12,026	0%
27204 McKernans Rd Ch 1000-2000	\$0	\$0	\$0	\$13,425	\$0	\$13,425	-\$13,425	-\$13,425	0%
27205 Nagambie Rushworth Rd Ch 12000-13000	\$0	\$0	\$0	\$14,334	\$0	\$14,334	-\$14,334	-\$14,334	0%
27206 Reedy Lake Rd Chy 2700-4000	\$0	\$0	\$0	\$17,730	\$0	\$17,730	-\$17,730	-\$17,730	0%
27207 Upper Boho Rd Ch 0-2400	\$0	\$0	\$0	\$32,759	\$0	\$32,759	-\$32,759	-\$32,759	0%
27208 Cemetery Rd Ch 4000-5800	\$0	\$0	\$0	\$27,226	\$0	\$27,226	-\$27,226	-\$27,226	0%
27209 Bartons Lane Ch 700-2800	\$0	\$0	\$0	\$30,366	\$0	\$30,366	-\$30,366	-\$30,366	0%

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	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Bud
27210 Footers Rd Ch 0-1000	\$0	\$0	\$0	\$10,454	\$0	\$10,454	-\$10,454	-\$10,454	0%
27211 Kelvin View Rd Ch 1540-3075	\$0	\$0	\$0	\$22,838	\$0	\$22,838	-\$22,838	-\$22,838	0%
27212 Wallis Rd Ch 5595-6585	\$0	\$0	\$0	\$11,511	\$0	\$11,511	-\$11,511	-\$11,511	0%
<b>Total Resheet Program</b>	<b>\$537,554</b>	<b>\$537,554</b>	<b>\$620,000</b>	<b>\$524,282</b>	<b>\$0</b>	<b>\$524,282</b>	<b>-\$94,282</b>	<b>\$13,272</b>	<b>98%</b>
<b>Roads General</b>									
25958 Birckett St Railway Pedestrian Crossing	\$138,000	\$213,000	\$0	\$720	\$23,360	\$24,080	-\$24,080	\$188,920	11%
25995 Avenel School Carpark	\$40,000	\$40,000	\$40,000	\$40,990	\$0	\$40,990	-\$990	-\$990	102%
27078 O'Connors Rd-Grant St, Mangalore - Upgrade for school bus	\$5,000	\$5,000	\$5,000	\$4,601	\$0	\$4,601	\$399	\$399	92%
27077 Vitalei Town Flood Mitigation - special change scheme	\$100,000	\$40,000	\$40,000	\$45,211	\$2,182	\$47,393	-\$7,393	-\$7,393	118%
27175 Avenel Hall seal carparks/30m footpath	\$36,480	\$36,480	\$0	\$0	\$0	\$0	\$36,480	\$36,480	0%
27187 Panorama Drive Roadworks	\$20,000	\$20,000	\$0	\$300	\$0	\$300	-\$300	\$19,700	2%
27188 Binney St Roundabout	\$150,000	\$150,000	\$0	\$0	\$5,305	\$5,305	-\$5,305	\$144,695	4%
27189 Euroa School parking improve Stage 1	\$150,000	\$150,000	\$20,000	\$11,245	\$15,255	\$26,500	-\$6,500	\$123,500	18%
27190 Angle parking Nagambie, consult/design	\$50,000	\$50,000	\$0	\$18,282	\$0	\$18,282	-\$18,282	\$31,718	37%
27191 Birckett/Drysdale Intersection	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27249 Screen Planting Caravan Park Kirrkland Ave	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
27252 Zero Roads condition assessment	\$0	\$0	\$0	\$0	\$10,400	\$10,400	-\$10,400	-\$10,400	0%
<b>Total Roads General</b>	<b>\$949,480</b>	<b>\$714,480</b>	<b>\$105,000</b>	<b>\$121,349</b>	<b>\$56,502</b>	<b>\$177,851</b>	<b>-\$72,851</b>	<b>\$593,131</b>	<b>25%</b>
<b>Total Roads</b>	<b>\$3,945,523</b>	<b>\$3,710,523</b>	<b>\$1,829,500</b>	<b>\$1,363,099</b>	<b>\$610,629</b>	<b>\$1,973,727</b>	<b>-\$144,227</b>	<b>\$2,347,424</b>	<b>53%</b>
<b>Bridges Council</b>									
22037 Haisalis Lane Bridge	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	\$60,000	0%
23017 Various Bridge Abutments & Piles	\$70,000	\$70,000	\$0	\$1,100	\$6,272	\$7,372	-\$7,372	\$62,628	11%
23029 Curries Road Bridge No 30: Re Deck	\$60,000	\$60,000	\$0	\$118	\$227	\$345	-\$345	\$59,654	1%
23030 Cullens Road Bridge No 86: Replace	\$390,000	\$320,000	\$320,000	\$313,646	\$0	\$313,646	\$6,354	\$6,354	99%
27148 Avenel Longwood Bridge No 59	\$182,000	\$182,000	\$82,000	\$0	\$85,000	\$85,000	-\$3,000	\$87,000	47%
27149 Avenel Longwood Bridge No 63	\$112,000	\$112,000	\$0	\$0	\$0	\$0	\$0	\$112,000	0%
27150 Avenel Longwood Bridge No 62	\$200,000	\$200,000	\$10,000	\$1,160	\$8,106	\$9,266	\$735	\$190,735	5%
27152 Bonds Lane Bridge No 144	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000	0%
27155 Friendlies Reserve-Memorial Oval survey	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
27156 Dip Lane Bridge No 142	\$95,000	\$95,000	\$10,000	\$1,550	\$8,256	\$9,806	\$194	\$75,194	12%
27157 Dip Lane Bridge No 143	\$190,000	\$190,000	\$50,000	\$0	\$49,980	\$49,980	\$20	\$140,020	28%
27158 Geodetic Rd Bridge No 18	\$140,000	\$140,000	\$10,000	\$1,550	\$8,084	\$9,634	\$366	\$130,366	7%
27159 Giffen Rd Bridge No 42	\$74,000	\$74,000	\$0	\$0	\$0	\$0	\$0	\$74,000	0%
27160 McCrackens/McKenzie's Rd Bridge no 125	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	0%
27161 Nagambie Rushworth Rd Bridge no 75	\$84,000	\$84,000	\$0	\$1,160	\$7,988	\$9,148	-\$9,148	\$74,842	11%
27163 Nelsons Rd Bridge	\$50,000	\$50,000	\$50,000	\$53,380	\$0	\$53,380	-\$3,380	-\$3,380	107%
<b>Total Bridges Council</b>	<b>\$1,917,000</b>	<b>\$1,857,000</b>	<b>\$532,000</b>	<b>\$373,675</b>	<b>\$173,923</b>	<b>\$547,598</b>	<b>-\$15,598</b>	<b>\$1,483,325</b>	<b>29%</b>
<b>Bridges RTR</b>									
22036 Geodetic Rd Bridge No 19	\$140,000	\$140,000	\$10,000	\$2,140	\$8,787	\$10,927	-\$927	\$129,073	8%
27151 Ben Kell Rd Bridge No 36	\$154,000	\$154,000	\$0	\$1,160	\$8,149	\$9,309	-\$9,309	\$144,692	6%
27153 Brookleigh Rd Bridge No 120	\$250,000	\$250,000	\$0	\$2,060	\$8,278	\$10,338	-\$10,338	\$239,663	4%

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27154	\$124,000	\$124,000	\$0	\$0	\$0	\$0	\$0	\$124,000	0%
27152	\$96,000	\$96,000	\$0	\$0	\$0	\$0	\$0	\$96,000	0%
27184	\$400,000	\$400,000	\$15,000	\$2,189	\$12,384	\$14,583	\$417	\$385,417	4%
27185	\$180,000	\$180,000	\$10,000	\$1,560	\$8,256	\$9,816	\$184	\$170,184	5%
<b>Total Bridges RTR</b>	<b>\$1,344,000</b>	<b>\$1,344,000</b>	<b>\$35,000</b>	<b>\$9,119</b>	<b>\$45,853</b>	<b>\$54,972</b>	<b>-\$19,972</b>	<b>\$1,334,881</b>	<b>4%</b>
<b>Total Bridges</b>	<b>\$3,261,000</b>	<b>\$3,201,000</b>	<b>\$567,000</b>	<b>\$382,794</b>	<b>\$219,776</b>	<b>\$602,570</b>	<b>-\$35,670</b>	<b>\$2,818,206</b>	<b>19%</b>
<b>Drainage</b>									
22020	\$60,000	\$60,000	\$0	\$4,255	\$0	\$4,255	-\$4,255	\$55,745	7%
24007	\$43,000	\$43,000	\$0	\$0	\$0	\$0	\$0	\$43,000	0%
24008	\$43,000	\$43,000	\$0	\$0	\$0	\$0	\$0	\$43,000	0%
24027	\$130,000	\$217,046	\$200,000	\$214,661	\$0	\$214,661	-\$14,661	\$2,385	69%
1 Drainage	\$87,000	\$87,000	\$0	\$0	\$0	\$0	\$0	\$87,000	0%
27166	\$50,000	\$50,000	\$5,000	\$5,580	\$0	\$5,580	-\$580	\$44,420	11%
27167	\$100,000	\$100,000	\$0	\$1,803	\$600	\$2,403	-\$2,403	\$97,598	2%
27168	\$0	\$0	\$0	\$10,955	\$1,364	\$12,318	-\$12,318	\$0	0%
27192	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,000	0%
27243	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,500	0%
27244	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,500	0%
27245	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,500	0%
201000	\$117,000	\$236,000	\$196,657	\$235,012	\$364	\$235,376	-\$38,709	\$624	100%
Drainage Rowe St Euroa: Design & Scheme Preparation	\$630,000	\$896,046	\$401,667	\$472,265	\$2,327	\$474,592	-\$72,926	\$423,781	53%
<b>Footpaths</b>									
27140	\$5,700	\$5,700	\$0	\$0	\$4,567	\$4,567	-\$4,567	\$1,134	80%
27141	\$9,200	\$9,200	\$0	\$0	\$6,303	\$6,303	-\$6,303	\$2,897	69%
27142	\$19,200	\$19,200	\$0	\$0	\$0	\$0	\$0	\$19,200	0%
27143	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
27144	\$80,000	\$80,000	\$0	\$0	\$19,535	\$19,535	-\$19,535	\$40,465	33%
27145	\$1,500	\$1,500	\$0	\$0	\$1,500	\$1,500	-\$1,500	\$0	100%
27146	\$16,000	\$16,000	\$0	\$0	\$16,000	\$16,000	-\$16,000	\$0	100%
27251	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
<b>Total Footpaths</b>	<b>\$131,600</b>	<b>\$131,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$47,905</b>	<b>\$47,905</b>	<b>-\$47,905</b>	<b>\$131,600</b>	<b>36%</b>
<b>Kerb &amp; Channel</b>									
27147	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	0%
Shiffner St Violet Town	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	0%
<b>Plant &amp; Machinery</b>									
27186	\$30,000	\$30,000	\$20,000	\$18,327	\$9,818	\$28,145	-\$8,145	\$1,855	94%
28006	\$300,000	\$300,000	\$40,000	\$45,235	\$0	\$45,235	-\$5,235	\$254,765	15%
28007	\$300,000	\$300,000	\$150,000	\$149,682	\$0	\$149,682	\$318	\$150,318	50%
<b>Total Plant &amp; Machinery</b>	<b>\$630,000</b>	<b>\$630,000</b>	<b>\$210,000</b>	<b>\$213,244</b>	<b>\$9,818</b>	<b>\$223,062</b>	<b>-\$13,062</b>	<b>\$416,756</b>	<b>35%</b>

**Strathbogie Shire Council**  
**Account Management Report**  
**for year to April 2017 (actuals as at 09 May 17 - 83% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
<b>Furniture &amp; Equipment</b>									
21129 Council Chamber Furniture	\$0	\$17,000	\$17,000	\$17,170	\$0	\$17,170	-\$170	-\$170	101%
27223 Tasmanian Oak Table	\$0	\$3,000	\$3,000	\$2,718	\$0	\$2,718	\$282	\$282	91%
27224 Espresso Coffee Machine Expobar Zircon' 2gr	\$0	\$3,300	\$3,300	\$3,309	\$0	\$3,309	-\$9	-\$9	100%
27225 Mitsubishi Reverse Cycle 5kw Split System	\$0	\$2,700	\$2,700	\$2,700	\$0	\$2,700	\$0	\$0	100%
<b>Computers &amp; Telecommunications</b>									
26012 Hardware Replacement Program	\$345,000	\$345,000	\$287,500	\$210,121	\$128,516	\$338,637	-\$51,137	\$8,363	98%
<b>Total Computers &amp; Telecommunications</b>	<b>\$345,000</b>	<b>\$345,000</b>	<b>\$287,500</b>	<b>\$210,121</b>	<b>\$128,516</b>	<b>\$338,637</b>	<b>-\$51,137</b>	<b>\$134,879</b>	<b>98%</b>
<b>Total Furniture &amp; Equipment</b>	<b>\$345,000</b>	<b>\$371,000</b>	<b>\$313,500</b>	<b>\$236,019</b>	<b>\$128,516</b>	<b>\$364,534</b>	<b>-\$51,034</b>	<b>\$134,981</b>	<b>98%</b>
<b>Total Capital</b>	<b>\$11,062,123</b>	<b>\$11,139,896</b>	<b>\$4,106,394</b>	<b>\$3,475,294</b>	<b>\$1,270,231</b>	<b>\$4,745,526</b>	<b>-\$639,132</b>	<b>\$7,664,602</b>	<b>43%</b>
<b>Grand Total</b>	<b>\$11,062,123</b>	<b>\$11,139,896</b>	<b>\$4,106,394</b>	<b>\$3,475,294</b>	<b>\$1,270,231</b>	<b>\$4,745,526</b>	<b>-\$639,132</b>	<b>\$7,664,602</b>	<b>43%</b>



### 9.7.6 Documents for Signing and Sealing

Documents are submitted for Council signing and sealing.

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

<b>DOCUMENT DESCRIPTION</b>	<b>NO. OF COPIES</b>
Memorandum of Understanding between Strathbogie Shire Council, Goulburn Vale Regional Water Corporation and Goulburn Murray Rural Water Corporation for "Implementation of the Strathbogie Shire Domestic Wastewater Management Plan 2015 Resource Plan"	3

#### **RECOMMENDATION**

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

*83/17 CRS STOTHERS/MASON : That the Recommendation be adopted.*

**CARRIED**

### **9.7.7 Business Management System**

The May 2017 Business Management System Report includes reports as follows:-

- Building Department – March and April 2017 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - April 2017
- Confirm Customer Enquiry Flow – Report for April 2017
- Waste Management Reporting
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 30 April 2017
- Review of Council Policies – April / May 2017
- Record of Assemblies of Councillors
- Record of Meetings of Section 86 Committees of Council received in the past month

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

#### **RECOMMENDATION**

**That the report be noted.**

*84/17 CRS MASON/THOMSON : That the Recommendation be adopted.*

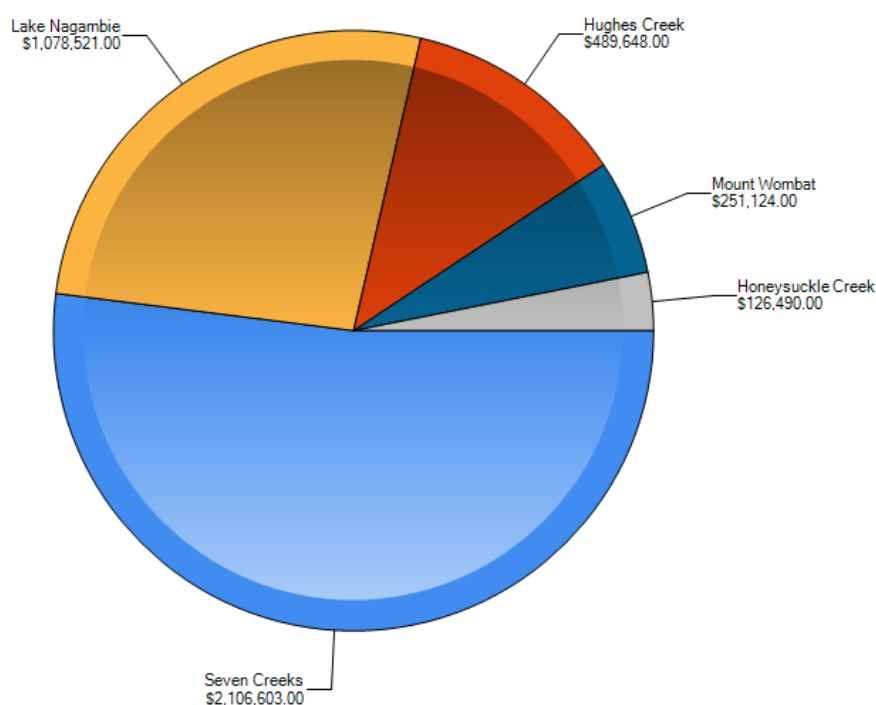
**CARRIED**

## BUILDING APPROVALS

### MARCH & APRIL 2017

#### MARCH 2017

A total of 29 permits were lodged with Council for the month of March 2017, with a construction value of \$4,052,386. A significant portion of the construction value was for the completion of poultry sheds on a property near Euroa; with the remainder of the permits being for farm sheds, new houses or dwelling improvements. The total number of permits lodged with Council has increased by more than 100% on the month of February.

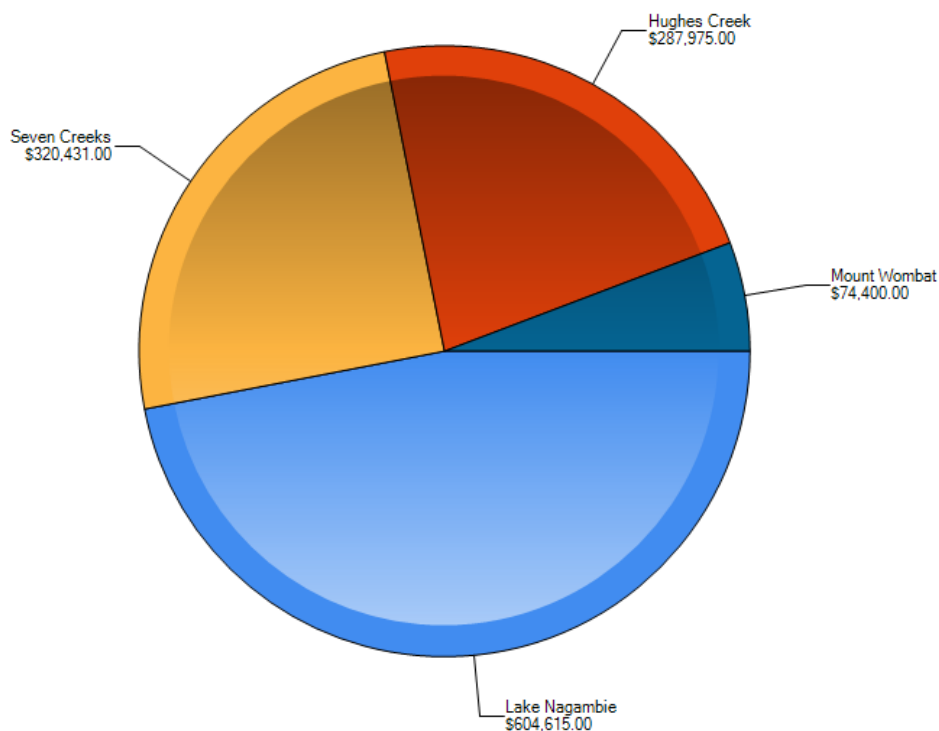


Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works	Ward
2017037/0	10/03/2017	Construction of	Machinery Shed	Earlston	\$39,000.00	Honeysuckle Creek
2017046/0	23/03/2017	Construction of	Farm Shed	Tamleugh	\$32,000.00	Honeysuckle Creek
2017048/0	22/03/2017	Construction of	Farm Shed	Miepoll	\$26,300.00	Honeysuckle Creek
2017052/0	31/03/2017	Construction of	Patio	Violet Town	\$14,190.00	Honeysuckle Creek
2017055/0	27/03/2017	Re-erection of	Farm Shed	Tamleugh	\$15,000.00	Honeysuckle Creek
2017049/0	20/03/2017	Construction of	Dwelling & Garage	Avenel	\$467,000.00	Hughes Creek
2017056/0	31/03/2017	Construction of	Tower	Longwood	\$22,648.00	Hughes Creek
2016207/1	2/03/2017	Alteration to, Construction of	Dwelling, Shed & Garage	Kirwans Bridge	\$171,410.00	Lake Nagambie
2017034/0	1/03/2017	Construction of	Farm Shed	Whroo	\$13,306.00	Lake Nagambie
2017038/0	14/03/2017	Installation of	Swimming Pool and Fence	Nagambie	\$49,810.00	Lake Nagambie
2017043/0	8/03/2017	Construction of	Ensuite	Nagambie	\$10,000.00	Lake Nagambie
2017044/0	15/03/2017	Construction of	Dwelling	Nagambie	\$196,427.00	Lake Nagambie
2017045/0	6/03/2017	Restump of	Dwelling	Kirwans Bridge	\$12,800.00	Lake Nagambie
2017047/0	21/03/2017	Demolition of	Dwelling	Kirwans Bridge	\$15,600.00	Lake Nagambie
2017051/0	30/03/2017	Construction of	Dwelling & Garage	Nagambie	\$325,314.00	Lake Nagambie
2017053/0	31/03/2017	Construction of	Dwelling & Garage	Nagambie	\$276,604.00	Lake Nagambie
2017059/0	31/03/2017	Construction of	Shed	Nagambie	\$7,250.00	Lake Nagambie

2017031/0	1/03/2017	Construction of	Swimming Pool	Upton Hill	\$43,490.00	Mount Wombat
2017054/0	29/03/2017	Construction of	Carport	Strathbogie	\$3,051.00	Mount Wombat
2017062/0	31/03/2017	Extension to	Dwelling	Ruffy	\$63,566.00	Mount Wombat
2017065/0	28/03/2017	Construction of	Swimming Pool	Creightons Creek	\$42,215.00	Mount Wombat
2017066/0	20/03/2017	Additions to, Construction of	Dwelling, Farm Shed	Euroa	\$98,802.00	Mount Wombat
2015217/1	8/03/2017	Completion of	Poultry sheds	Euroa	\$1,864,659.00	Seven Creeks
2017035/0	3/03/2017	Construction of	2x Farm Sheds	Moglonemby	\$19,426.00	Seven Creeks
2017039/0	8/03/2017	Alteration to	Shop	Euroa	\$4,800.00	Seven Creeks
2017040/0	12/03/2017	Construction of	Garage	Euroa	\$4,500.00	Seven Creeks
2017041/0	3/03/2017	Construction of	Carport	Euroa	\$4,685.00	Seven Creeks
2017042/0	12/03/2017	Construction of	Shed	Euroa	\$8,300.00	Seven Creeks
2017050/0	30/03/2017	Construction of	Dwelling & Garage	Miepoll	\$200,233.00	Seven Creeks

**APRIL 2017**

A total of 10 permits were lodged with Council for the month of April 2017, with a construction value of \$1,287,421. All permits were for domestic work, with 50% of the permits lodged being for new homes.

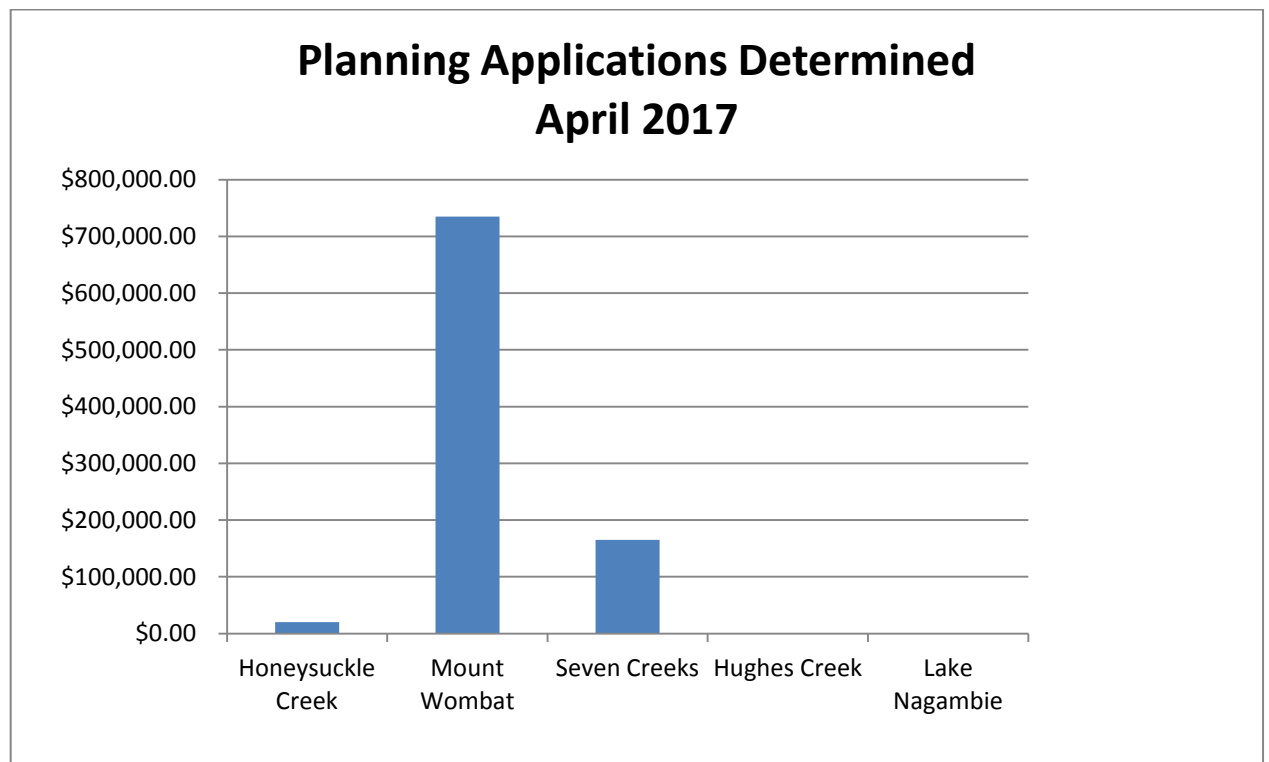
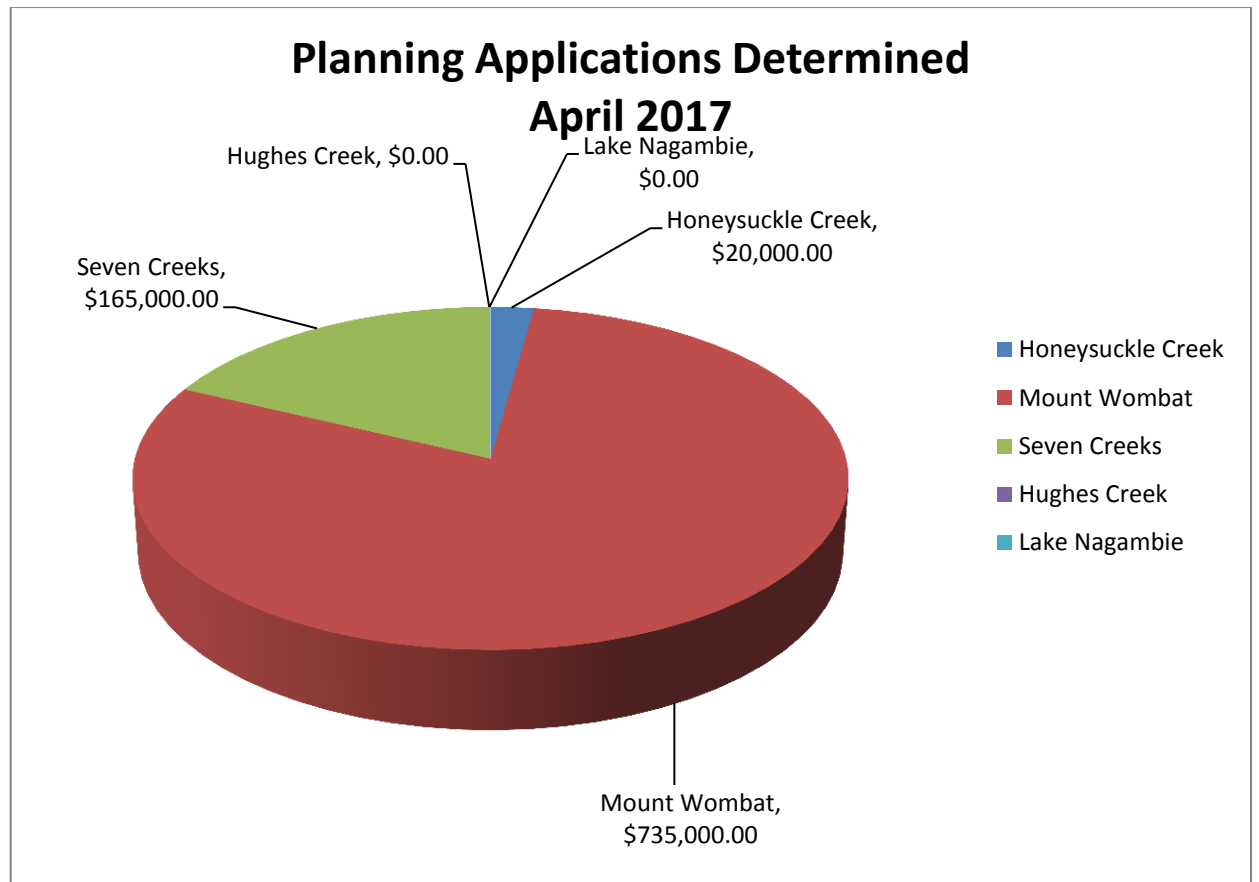


Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works	Ward
2017064/0	29/04/2017	Additions to, Relocation of	Dwelling	Locksley	\$0.00	Hughes Creek
2017070/0	29/04/2017	Construction of	Dwelling	Avenel	\$287,975.00	Hughes Creek
2017057/0	12/04/2017	Construction of	Dwelling & Garage	Nagambie	\$214,615.00	Lake Nagambie
2017067/0	12/04/2017	Construction of	Dwelling	Nagambie	\$240,000.00	Lake Nagambie
2017068/0	6/04/2017	Construction of	Dwelling & Garage	Nagambie	\$150,000.00	Lake Nagambie
2017063/0	5/04/2017	Construction of	Swimming Pool and Fence	Euroa	\$74,400.00	Mount Wombat
2017058/0	18/04/2017	Construction of	Shed	Riggs Creek	\$13,911.00	Seven Creeks
2017060/0	6/04/2017	Construction of	Swimming Pool and Fence	Euroa	\$53,520.00	Seven Creeks
2017061/0	20/04/2017	Demolition of	Dwelling	Euroa	\$3,000.00	Seven Creeks
2017069/0	6/04/2017	Construction of	Dwelling & Garage	Euroa	\$250,000.00	Seven Creeks

**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL  
IMPROVED VALUE)  
APRIL 2017**

**Planning Applications Determined  
April 2017**

<b>Honeysuckle Creek</b>	
Miepoll	<b>\$20,000.00</b>
<b>Mount Wombat</b>	
Creek Junction	\$250,000.00
Goram	\$485,000.00
	<b>\$735,000.00</b>
<b>Seven Creeks</b>	
Euroa	<b>\$165,000.00</b>
<b>Hughes Creek</b>	\$0.00
<b>Lake Nagambie</b>	\$0.00
<b>Total Value</b>	<b>\$920,000.00</b>





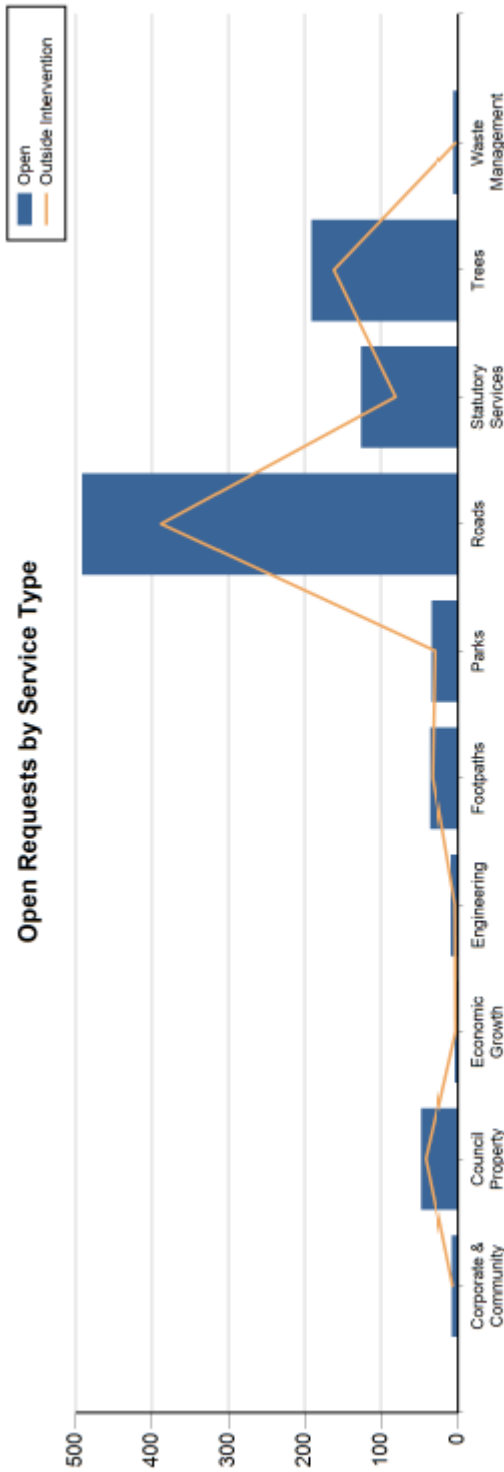
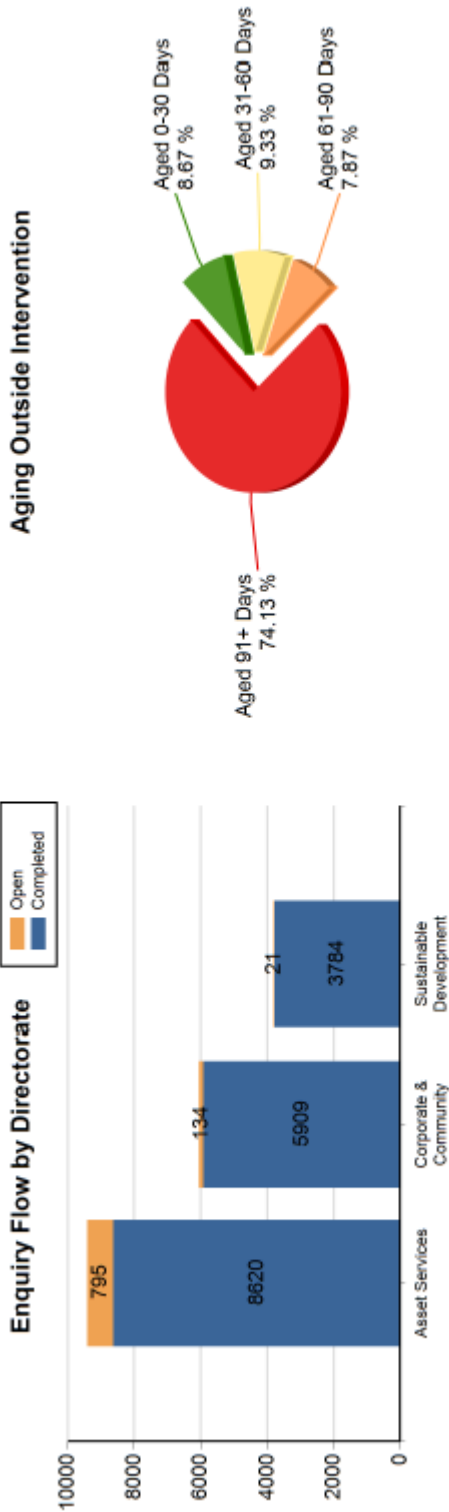
**CONFIRM CUSTOMER ENQUIRY FLOW**  
**- REPORT FOR APRIL 2017**

**Confirm Customer Enquiry Flow**

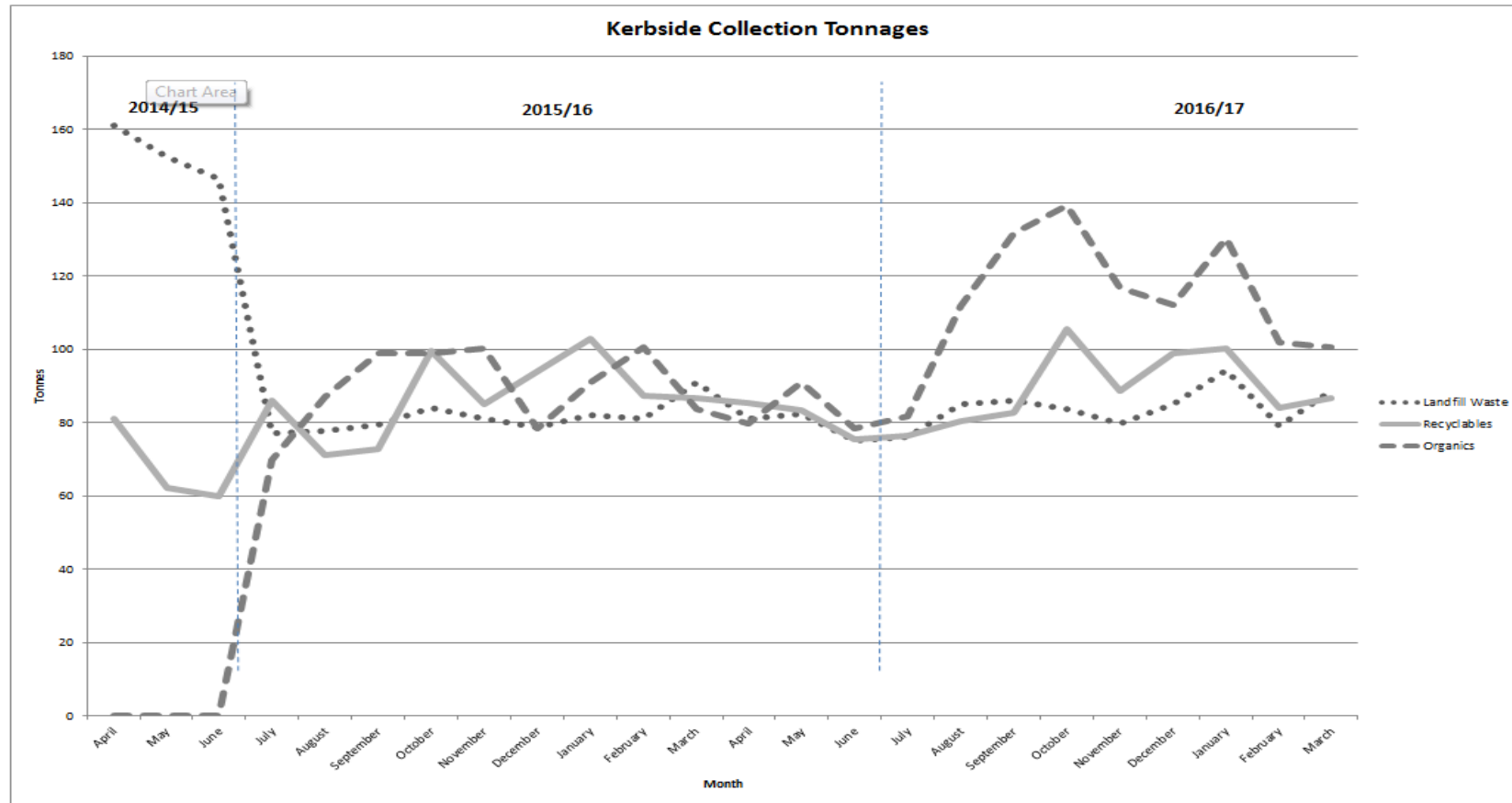
April 2017



Service Type	Total		April 2017		2016-2017		Aging Outside Intervention					
	Logged	Open	Logged	Open	Logged	Open	Closed	0-30	31-60	61-90	91+	Total
Corporate & Community	1,007	8	0	0	6	0	100.00%	0	0	0	7	7
Council Property	1,125	47	8	6	159	31	80.50%	8	5	2	26	41
Economic Growth	2,530	4	1	1	4	1	75.00%	0	0	0	3	3
Engineering	238	9	1	1	11	2	81.82%	0	0	0	4	4
Footpaths	245	35	5	2	65	20	69.23%	4	1	2	25	32
Parks	329	33	5	2	89	25	71.91%	4	2	4	19	29
Roads	6,010	491	107	38	1,774	329	81.45%	21	34	28	305	388
Statutory Services	5,036	126	62	10	638	70	89.03%	7	6	3	65	81
Trees	1,402	191	35	27	341	120	64.81%	21	22	19	100	162
Waste Management	1,341	6	43	1	336	5	98.51%	0	0	1	2	3
<b>Total</b>	<b>19,263</b>	<b>950</b>	<b>267</b>	<b>88</b>	<b>3,423</b>	<b>603</b>	<b>82.38%</b>	<b>65</b>	<b>70</b>	<b>59</b>	<b>556</b>	<b>750</b>
<b>Corporate &amp; Community</b>	<b>Council Property</b>	<b>Economic Growth</b>	<b>Engineering</b>	<b>Footpaths</b>	<b>Parks</b>	<b>Roads</b>	<b>Statutory Services</b>	<b>Trees</b>	<b>Waste Management</b>	<b>Waste Mgmt &amp; Recycling</b>		
General	Public Control Public Lighting Safeyards Signs	Events Planning Sub Divisions	Confirm Customer Enquiry Engineering	Footpaths Footpaths Furniture Road/Street/Footpaths	Park/Recreative Playground State Forest/National Park	Bridges Drainage Emergency Call Out Naturalistip Roads Traffic Lights	Building Animals - Domestic Animals - Other Environment Protection Environmental Health Fire Grants Incident Infringement Review Local Laws Marine Safety Private Prop & Rural Roadside	Trees Tree	Waste Mgmt & Recycling			



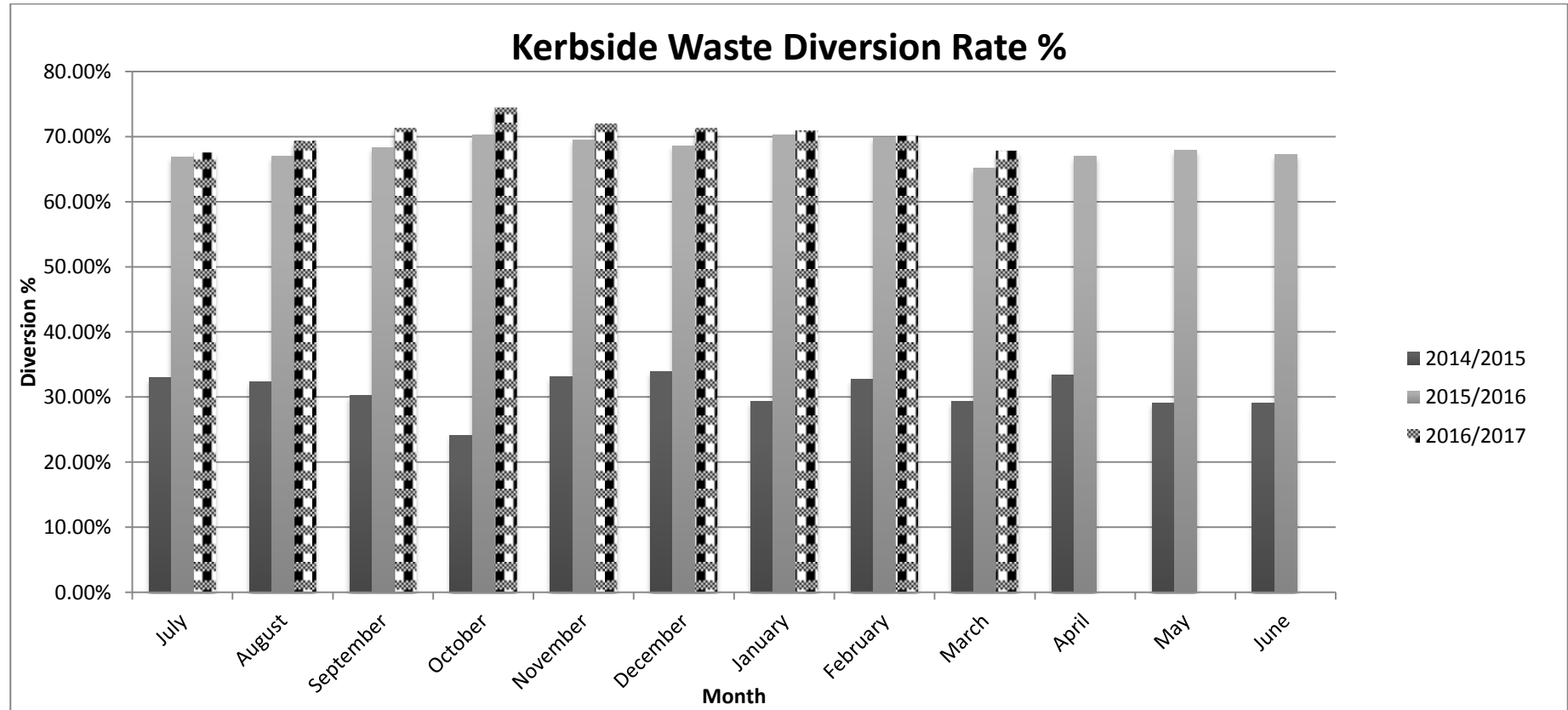
**WASTE MANAGEMENT REPORTING**



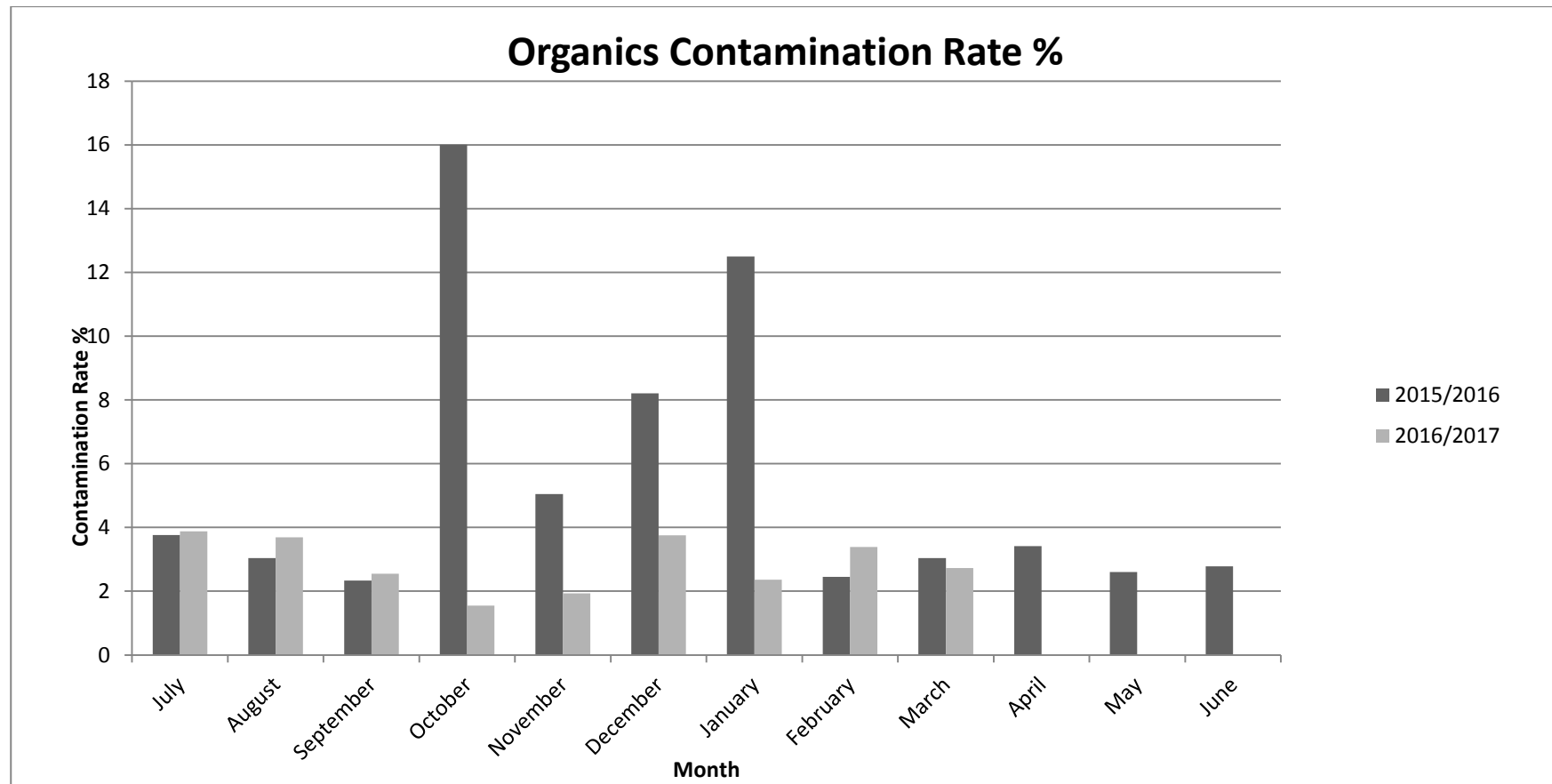
The significant decrease in landfill waste tonnages from May – July 2015 is obviously attributed to the introduction of the weekly organics collection service, coupled with the change to fortnightly landfill waste collections.

Historically, organics and recyclables tonnages increase in response to seasonal changes (ie: Spring / Summer).

The significant increase in organics quantities from July - September 2016 can be attributed in part to this seasonal influence and partially to the fact that, on average, an additional 1,000 organics bins are being emptied per month.

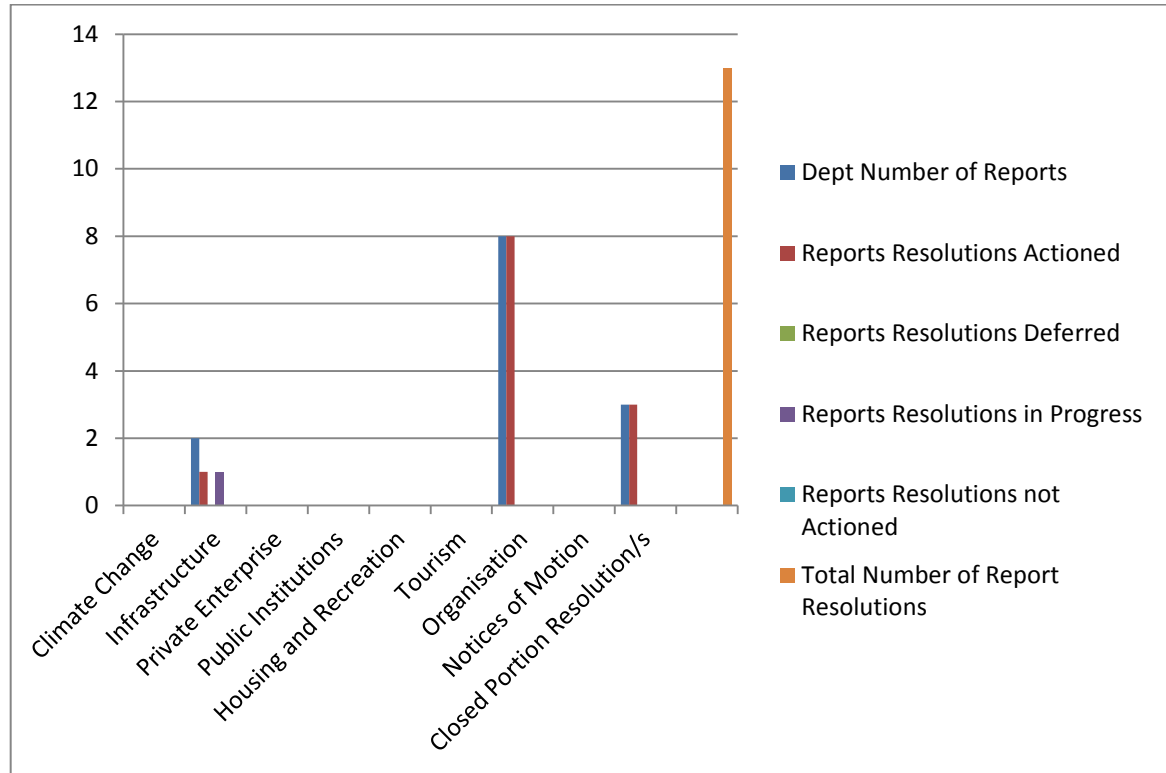


Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.  
 In 2014/2015, this equation was simply Kerbside Recyclables / Kerbside Recyclables + Kerbside Landfill Waste.  
 In 2015/2016 and 2016/2017, organics was added into the equation – Kerbside Organics + Kerbside Recyclables / Kerbside Organics + Kerbside Recyclables + Kerbside Landfill Waste  
 Thus, due to the addition of the organics tonnages and the decrease in the landfill waste tonnages, our diversion rates have improved to above the state’s initial goal of 65%. Again, the monthly trends in diversion rates reflect the seasonal increase in organics and recyclables tonnages over Spring / Summer.



The significant “spikes” in contamination rates in October 2015 – January 2016 were primarily a result of one or two loads per month containing a high amount of contamination and resulting in either the entire load, or a significant portion of the load, unable to be sorted and thus sent to landfill. Whilst we have been able to dramatically minimise these events through a combination of education and enforcement actions since then, there are still occasions when certain loads contain around 6% - 7% contamination, lifting the overall monthly percentage to around 3% - 4%. Primarily, these high levels of contamination are occurring within the same collection area, so we are working closely with our collection contractor to monitor this area and provide relevant information / enforcement to known regular contaminators. To date in 2016/2017, we are averaging around 2.8%, a drastic improvement on the 6.3% for the same time last year.

**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**COUNCIL MEETING – 18 APRIL 2017**



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO  
30 APRIL 2017**

*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. Description &amp; Recommendation</b>	<b>Action to Date</b>
<i>There are no report resolutions with outstanding actions yet to be finalised</i>		

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

<b>Period of Review</b>	<b>Policy Name</b>	<b>Review of Policy / New Policy</b>	<b>Outcome</b>
	Strathbogie Shire Council Open Data Policy	New Policy	Refer to Item 9.7.2



## **RECORDS OF ASSEMBLIES OF COUNCILLORS**

### **For period 7 April to 4 May 2017**

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 11 April 2017

**Time:** 1.00 p.m. - 4.30 p.m.

#### **Attendees:**

##### Councillors

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

##### Officer/s

Steve Crawcour (Chief Executive Officer)

Roy Hetherington (Director, Asset Services)

David Roff (Acting Director, Corporate and Liveability)

Emma Kubeil (Manager, Sustainable Development)

##### Apologies

Councillor Amanda McClaren

Councillor Debra Swan

Phil Howard (Director, Sustainable Development)

Caroline Wallis (Group Manager, Corporate and Liveability)

#### Matters discussed:

##### Declarations of Interests

1. Goulburn Valley Libraries Proposed 2017/18 Budget and Library Plan - briefing by Kevin Preece ~ GV Libraries Chief Executive Officer
2. Geographic Information Systems
3. Open Data Policy
4. Planning Committee Agenda Review
5. Assembly of Councillors
  - 5.1 Mayor and CEO Meetings Attendances
  - 5.2 Councillors Meetings Attendances
  - 5.3 Policy Reviews
    - Purchasing Card Policy
  - 5.4 Request for Sponsorship - Euroa Show and Shine Event
  - 5.5 Request for Sponsorship / Scholarship to attain Helicopter Licence (Big Dream to Fly) - Daniel Williams
  - 5.6 Endorsement of New Access and Disability Advisory Committee (ADAC) Member – Vicki Bell
  - 5.7 Anzac Day Events / Councillors Attendance

- 5.8 Cr Thomson  
Review of Euroa Cinema Project
- 5.9 Cr Mason  
Tourism Sign at Travellers Rest
- 5.10 Planning Matters Update

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
5.4	Cr Mason	Yes

## Record of Assembly of Councillors

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 18 April 2017

**Time:** 10.00 a.m. - 8.00 p.m.

### **Attendees:**

#### Councillors

Amanda McClaren

Malcolm Little

John Mason

Kate Stothers

Debra Swan

Alistair Thomson

Graeme (Mick) Williams

#### Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Sustainable Development)

Roy Hetherington (Director, Asset Services)

David Roff (Acting Director, Corporate and Liveability)

#### Apologies

Caroline Wallis (Group Manager, Corporate and Liveability)

### Matters discussed:

#### Declarations of Interests

1. Planning Act / Governance requirements Re: Amendments to Scheme and joint Amendments / Planning Permits
2. Councillor Only Session
3. Councillors one-on-one with Lawyers - Legal Planning Advice
4. Councillors Only Session
5. Briefing by Chair of Goulburn Regional Partnership
6. Council Agenda Review
7. Assembly of Councillors
  - 7.1 Mayor and CEO Meetings Attendances
  - 7.2 Councillors Meetings Attendances
  - 7.3 Charlton Memorial Window
  - 7.4 Flooding Report

#### Travel to Strathbogie

8. Informal Meeting with Community Members / Cuppa and Chat
9. Ordinary Council Meeting at Strathbogie Hall

### Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
7.4	Cr Swan	Yes

## Record of Assembly of Councillors

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 2 May 2017

**Time:** 12.30 p.m. - 7.00 p.m.

**Location:** Nagambie

### **Attendees:**

#### Councillors

Amanda McClaren  
Malcolm Little  
John Mason  
Kate Stothers  
Debra Swan  
Alistair Thomson

#### Officer/s

Steve Crawcour (Chief Executive Officer)  
Phil Howard (Director, Sustainable Development)  
Roy Hetherington (Director, Asset Services)  
David Roff (Acting Director, Corporate and Liveability)

#### Apologies

Councillor Graeme (Mick) Williams  
Caroline Wallis (Group Manager, Corporate and Liveability)

### Matters discussed:

#### Declarations of Interests

1. Nagambie DevelopmentS Presentation
2. Community Planning Program Review Presentation
3. Special Council Meeting Agenda Review
4. Assembly of Councillors
  - 4.1 Mayor and CEO Meetings Attendances
  - 4.2 Councillors Meetings Attendances
  - 4.3 Euroa Fire Brigade 125th Anniversary Torchlight Parade – Short Term Local Road Closures
  - 4.4 Violet Town Men's Shed
  - 4.5 NBN Works - Euroa
  - 4.6 Cr Thomson  
Council Meeting Logistics
  - 4.7 Charlton Window Date Change
5. Special Council Meeting - Preparation of draft Council Plan and Budget for Public Exhibition / Comment (Section 223 process)
6. Council / Nagambie Lakes Tourism and Commerce Meeting

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

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

**Record of Meetings of Section 86 Committees of Council**  
**Minutes of Meetings received in the April / May 2017 Period**

<b>Name of Committee</b>	<b>Date of Meeting</b>
Euroa Third Age Club	23/04/2017
Longwood Community Centre	26/02/2017 28/03/2017
Moglonemby Hall	14/03/2017
Avenel Action Group	12/04/2017
Euroa Community Action Group	27/03/2017
Ruffy Community Action Group	23/11/2017 19/04/2017
Strathbogie Tableland Action Group	20/03/2017 03/04/2017

**10. NOTICES OF MOTION**

**11. URGENT BUSINESS**

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

**6.43 p.m.**

**CRS MASON/STOTHERS –**

**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.16-17-20  
- Bridge Deck Overlays at Avenel-Longwood Road,  
Carters Road and McCrackens Road

85/17

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

**6.47 p.m.**

**CRS STOTHERS/MASON -**

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

87/17

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

### 13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S

*Closed Portion Decision/s -*

**C.P. 1 Contract No.16-17-20**

**- Bridge Deck Overlays at Avenel-Longwood Road, Carters Road and McCrackens Road**

**RECOMMENDATION**

1. That the tender received from Focus Engineering and Construction Pty Ltd of 631 Cemetery Rd, Corowa, NSW for Contract 16-17-20 – Bridge Deck Overlays at Avenel-Longwood Rd, Carters Rd and McCrackens Rd, for a total amount of \$647,154 excluding GST be accepted by Council,
2. That the unsuccessful tenderers be advised;
3. That Council endorses the signing and sealing of the contract documents once received.

86/17 **CRS MASON/THOMSON** : *That the Recommendation be adopted.*

**CARRIED**

**RECOMMENDATION**

**CRS STOTHERS/MASON -**

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

88/17

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

**THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.49 P.M.**

Confirmed as being a true and accurate record of the Meeting

.....  
Chair

.....  
Date