



STRATHBOGIE SHIRE COUNCIL

Notice is hereby given that the Ordinary Meeting of the Strathbogie Shire Council will be held on Tuesday 20 February 2018 at the Longwood Community Centre (Down Street, Longwood), commencing at 6.00 p.m.

Chair:	Amanda McClaren (Mayor)	<i>(Lake Nagambie Ward)</i>
Councillors:	John Mason (Deputy Mayor)	<i>(Seven Creeks Ward)</i>
	Malcolm Little	<i>(Hughes Creek Ward)</i>
	Kate Stothers	<i>(Honeysuckle Creek Ward)</i>
	Debra Swan	<i>(Lake Nagambie Ward)</i>
	Alistair Thomson	<i>(Mount Wombat Ward)</i>
	Graeme (Mick) Williams	<i>(Seven Creeks Ward)</i>
Officers:	Steve Crawcour - Chief Executive Officer (CEO)	
	Phil Howard - Director, Innovation and Performance (DIP)	
	David Roff - Director, Corporate and Community (DCC)	
	Uwe Paffrath - Acting Director, Community Assets (ADCA)	

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

Roy Hetherington - Director, Community Assets (DCA)
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 19 December 2017
(Please Note: the Minutes of the Ordinary Meeting of Council held on Tuesday 19 December 2017 require amendment to the response to a question raised during the October Ordinary Council Meeting Public Question Time, which was documented in the December Ordinary Council Meeting Agenda / Minutes, to reflect additional wording provided in the response to the question submitter. The component of the question raised is shown below, with the additional wording highlighted)

4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 19 December 2017 (cont.)

Council Ref: SS: 35 / 2017

2. When will Council consider purchasing plant stock / seeking horticultural advice from local plant specialists, eg. the Euroa Arboretum?

Response

2. I am advised that prior to works commencing Council staff approached you to see whether the Arboretum would be interested in supplying the plants – the answer was no, **“because the Arboretum did not have available stock to meet the project timeframe”**

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

Public Question Time will be conducted as per Strathbogie Shire Council's Meeting Procedure Local Law No. 1, Clause 32. A copy of the required form for completion and lodgment, and associated Procedural Guidelines, are attached for information.

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

Response/s to Public Questions raised (Taken on Notice) at Ordinary Council meeting held on Tuesday 19 December 2017.

Council Ref: CH: 03/2018

My question to the CEO:

In regard to vegetation clearing laws, the Shire of Strathbogie has a goal to raise awareness to landholders via a Farmers Forum. New planning permit provisions have just been implemented in the Planning Scheme (12/12/2017). It would be an ideal time to do some education around this.

What action is the Shire taking to educate contractors so that both parties (ie. landholders and contractors) are aware of their responsibility?

Question/s taken on Notice / Response provided by CEO

Thank you for your interest and professional efforts in Strathbogie Shire across the biodiversity and habitat sector, and I appreciate your comments, questions and compliments. Strathbogie Shire Council is taking steps to protect and enhance its natural heritage assets with the 2017/18 Roadside Conservation Assessment, additional support for our Statutory Planning and Environment teams, and new unified approaches for compliance and enforcement for breaches of the Planning and Environment Act 1987 for native vegetation.

8. Public Question Time (cont.)

To enhance this and in more recent times the shared services agreement we have with Greater Shepparton City and Moira Shire Council has extended to discussions covering native vegetation assessments, compliance and enforcement. This uniform regional approach is viewed as a very effective one in terms of communicating a consistent message to residents and business.

One of our first tasks will be to send a letter to all contractors working in the vegetation and adjacent sectors, reminding them of their legislative responsibilities, and the consequences therein. It is my understanding that councils within the Goulburn Broken region will look to collaborate to discuss and implement a compliance and enforcement strategy, rather than each council developing a separate approach.

The Future Farming Forums as I mentioned at the December Council meeting, will go a long way towards educating our agricultural community both in the basics, as well as adapting to a changing climate with innovative techniques. These are yet to be finalised, and will be developed and implemented over the next 18 months with the input of the Sustainable Development Reference Group, and key partners.

I hope this goes some way to answering some of your questions. Much is happening in the background that doesn't get a lot of publicity, but it is gratifying to be recognised by community members who work in the sector, such as yourself.

Council Ref: HD: 04/2018

Results on the Victorian 'Know You Council' website show that Strathbogie Shire is more secretive, scores poorly on community engagement, has poor Councillor attendance at meetings and has overall community satisfaction with decisions 15% lower than similar councils.

In summary, you are a council that performs very poorly.

When he presented his motion to reappoint the CEO without advertising the position, Cr Mason reasoned this was about "continuity and stability". Crs Little and Williams followed this theme and Cr McClaren voted for it.

More of the same when you are performing so badly. Really?

1. How is 'continuity and stability' going to improve performance?
2. What action have you taken since you received this report?

Question/s taken on Notice / Response provided by Mayor

As a general comment whilst the data for Know Your Council is supplied by all Councils, there are differences in how they operate and some indicators can be affected by issues that may be running in an area at a particular time.

8. Public Question Time (cont.)

Having said that, in regard to each of the 4 areas you have mentioned:

- *If by secretive you are referring to the percentage of decisions made in closed session of the 123 decisions taken, 19 were in Closed session. Of these 14 related to contractual matters (mostly to do with Council's significant Capital works program), 4 related to consideration of legal advice and 1 related to consideration of Australia Day Awards. Consideration of these types of matters are specifically provided for in the Local Government Act.*
- *Community engagement – the Council elected in late 2016 has placed an emphasis on community consultation. The survey of residents was conducted between April and June 2017 which was after the rollout of the Conversation Café program designed to inform the new Council Plan. Since then additional consultation has occurred in relation to a number of Council projects. It is fair to say that the level of consultation is significantly higher than in previous years but this has not as yet been reflected in survey results.*
- *Councillor attendance – Councillors are inevitably unable to attend meetings for various reasons. Council also runs a Planning Committee, whilst some Councils do not, requiring additional attendance. The period of this report also covered the final three months of the term of the previous Council.*
- *Satisfaction with decisions – in 2015 and 2016 this figure was 48, with a drop to 38 in 2016/17- a figure which will fluctuate.*

In relation to your question about 'continuity and stability', Council is in a strong position to capitalise on work undertaken to develop relationships and projects over recent years and continuity at this time is seen as important, particularly in light of the current State and Federal political cycles.

Since receiving this report Council has continued to roll out consultation on a range of matters – projects, Liveability Plan and will continue to engage it's community. It also endeavours to make decisions on behalf of the community in a considered way, and in possession of relevant information.

Council Ref: TM: 05/2018

1. The Agendas of both COUNCIL and PLANNING meetings are many items are unreadable. WHY?
2. WATER. 1st Dec 2017
Why does this Council allow obstructions of the water flow? eg: High St. Violet Town, Mahers Rd, Quarry Rd, Barnong Lne, Balmattum Rd,. Bell St, Hannah Crt & Lucy Crt Euroa, Boundary Rd Sth Euroa.

Question/s taken on Notice / Response provided by CEO and DCA

1. *Documents are incorporated into the Agendas / Minutes for Council and Planning Committee meetings for information and record keeping / posterity purposes. Sometimes this results in the documents being difficult to read if they have been reduced in size from A3 to A4 to enable the documents to be inserted into the Agendas.*

8. Public Question Time (cont.)

If reading an Agenda online, the documents are able to be magnified to enable the documents to be read, or copies of any size-reduced pages in Agendas can be provided on request, and collected from our Customer Service staff.

2. *I refer to your written question presented at Council's Ordinary meeting on 19th December 2017 regarding obstructions to water flow.*

I can advise that Council acts to ensure that road works and other development is designed to accommodate storm events up to a minimum of 5 year recurring intervals through drainage pipe, and storm events up to 100 years via over road or other overland floodway.

Excepting for Bell Street, Euroa, and High Street, Violet Town, the examples which you have given have generally performed to the design standard.

Council has recently acted to bring Bell Street up to the standard and is assessing potential works at High Street, Violet Town.

Council Ref: SS: 06/2018

(Please note: the following are excerpts of commentary included in the Public Question Time document submitted)

1. *I would like to know whether Cr Mason's caravan park planting project represents "best value" as defined by the Local Govt. Act when we have a local community organization that could have done the job for half the cost?*
2. *Did Council make applications for important infrastructure projects - and is there anything on the Council website to flag these opportunities?*

Question/s taken on Notice / Responses provided by CEO

I refer to your questions raised at the Council meeting of 19th December 2017 concerning the above, and your subsequent letter received 21st December 2017, and advise as follows: -

1. *Council staff did ask the Arboretum about the possible supply of Kings Park Special and Westringia for the planting project. The response given was that it would take at least 6 months before the plants would be available. To proceed with the project the plants were sourced from a commercial supplier.*

The staff have advised that they definitely did not place an order with the Arboretum. Council has a well-developed procurement system, which requires written orders to be raised for purchases of this type. The staff have no knowledge of alternative species being propagated. The advice of their existence is a surprise. Perhaps it would have been timely to raise that matter following your response to Roy Hetherington's email of 15th August regarding planting of the alternatively sourced plants.

8. Public Question Time (cont.)

Council does wish to work in with the Arboretum to achieve quality outcomes and to reduce the cost. This project did have timing problems and potentially involved some miscommunication.

Council has an 'open door' policy to assist community members with any difficulties, as they arise, and I would invite you to take advantage of this when necessary to jointly achieve the targeted outcomes.

2. *There are many and varied funding announcements every year and therefore Council does not apply for grant funding just for the sake of applying. The funding opportunity needs to be targeted and strongly aligned with a Council Plan initiative, so as to assist with the delivery of the Council Plan.*

In recent years, successful grant applications have been made through the following programs: -

- *Roads to Market – Nagambie/Locksley Road,*
- *Blackspot Funding – Northwood Road Rehabilitation,*
- *Bridge Renewal Programme (DEDJTR) – various bridges,*
- *Friendlies Oval – Community Sports Infrastructure Fund – Cricket Facilities fund, and*
- *Avenel Pre-School – Department of Education and Training*

Council will assess your recommendation to flag funding opportunities such as Building Better Regions Fund, and others, on Council's website, to allow community organisations to apply for this type of funding in the future. In addition to this should you have any suggestions for Council in relation to projects please participate in the Council Plan / Budget review program which is conducted yearly.

Council Ref: SS: 07/2018

On the Victorian "Know Your Council" website it shows that in the Shire of Strathbogie 'Community satisfaction with community consultation and engagement' rated 41/100 while similar councils were 54/100.

The community's outrage at the reappointment of the CEO without advertising the position is just one issue of community dissatisfaction.

1. Are our councilors concerned about this rating?
2. What steps are being taken to listen more carefully to what the community is saying and act on the issues on behalf of ratepayers?

Question/s taken on Notice / Response provided by Mayor

Council is always concerned about engagement and has committed to listen to and consult with its community.

8. Public Question Time (cont.)

The survey was conducted between April and June 2017 when the issue of the CEO reappointment had not arisen, with the Notice of Motion presented to the 17 October Council meeting. The score for Community engagement was 47 in 2015, 46 in 2016 and 41 in the latest survey. The Council elected in late 2016 has placed an emphasis on community consultation.

The survey of residents was conducted after the rollout of the Conversation Café program designed to inform the new Council Plan. Since then additional consultation has occurred in relation to a number of Council projects. It is fair to say that the level of consultation is significantly higher than in previous years but this has not as yet been reflected in survey results.

9. Reports of Council Officers

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

10. Notices of Motion

11. Urgent Business

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

13. Confirmation of 'Closed Portion' Decision/s

Steve Crawcour
CHIEF EXECUTIVE OFFICER

16 February 2018

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 March 2018, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. / 2018

Public Question Time Form Ordinary Council Meeting

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

How to ask a question:

Questions submitted to Council must be:

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

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

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

1.....
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2.....
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.....
.....
.....

Name:

Address:

Telephone Number:

Signature: (signature not required if submitted by email)

Date of Ordinary Council Meeting:

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

Public Question Time - Procedural Guidelines

Question Time

- (1) There must be a public question time at every Ordinary meeting to enable members of the public to submit questions to Council.
- (2) Sub-clause (1) does not apply during any period when a meeting is closed to members of the public in accordance with section 89(2) of the Local Government Act 1989 (the Act).
- (3) Public question time will not exceed in duration any time limit imposed by the Chairperson, in the Chairperson's discretion in order to ensure that Council has sufficient time in which to transact Council business.
- (4) Questions submitted to Council must be:
 - a) in writing, state the name and address of the person submitting the question and generally be in a form approved or permitted by Council; and
 - b) submitted to Council in person or electronically.
- (5) No person may submit more than 2 questions at any 1 meeting.
- (6) If a person has submitted 2 questions to a meeting, the second question:
 - a) may, at the discretion of the Chair, be deferred until all other persons who have asked a question have had their questions asked and answered; or
 - b) may not be asked if the time allotted for public question has expired.
- (7) The Chair, a Councillor or a member of Council staff nominated by the Chair may read to those present at the meeting a question which has been submitted in accordance with this clause.
- (8) Notwithstanding sub-clause (6), the Chair may refrain from reading a question or having a question read if the person who submitted the question is not present in the gallery at the time when the question is due to be read.
- (9) A question may be disallowed by the Chair if the Chair determines that it:
 - a) relates to a matter outside the duties, functions and powers of Council;
 - b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - c) deals with a subject matter already answered;
 - d) is aimed at embarrassing a Councillor or a member of Council staff;
 - e) relates to personnel matters;
 - f) relates to the personal hardship of any resident or ratepayer;
 - g) relates to industrial matters;
 - h) relates to contractual matters that are commercial in confidence;
 - i) relates to proposed developments;
 - j) relates to legal advice;
 - k) relates to matters affecting the security of Council property; or
 - l) relates to any other matter which Council considers would prejudice Council or any person.
- (10) Any question which has been disallowed by the Chair must be made available to any other Councillor upon request.
- (11) All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.
- (12) Like questions may be grouped together and a single answer provided.
- (13) The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.
- (14) A Councillor or the Chief Executive Officer may require a question to be put on notice. If a question is put on notice, a written copy of the answer will be sent within 14 days to the person who asked the question.
- (15) A Councillor or the Chief Executive Officer may advise Council that it is his or her opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or Chief Executive Officer (as the case may be) must state briefly the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.

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9. REPORTS

9.1 CLIMATE CHANGE

9.1.1 New Energy Jobs Funding for a Rural Sustainability Foundation : Business Case

Author & Department

Team Leader Environment and Economic Development / Corporate and Community Directorate

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

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

Summary

This report seeks Council endorsement to submit a funding application to develop a Business Case for a Rural Sustainability Foundation (RSF) . The RSF will focus on a five year financial and strategic scope for what will be required to provide rural and regional communities with a reliable long-term not-for-profit energy-plus service.

The overarching role of an RSF is to offer high-level expertise embedded in an impartial, non-government, not-for-profit organization, and create a new asset for rural and regional communities that enables resilience in the face of climate change.

The RSF vision is to particularly focus on renewable energy and water. The organisation will be highly action-based - offering advice, managing solar bulk buys, energy efficiency programs, programs for low income residents, small-scale solar farm investment initiatives, community mini-grid initiatives, initiate virtual metering, solar trading and community retailing opportunities, as well as assisting our agricultural and business community with small to large scale renewable energy and water initiatives. It will possess a Board of skilled and prominent individuals who are focussed upon and capable of advancing the climate-adaptive interests of rural/regional Victorians, and the environments they live in. It is envisaged the Business Case developed here, will be developed specifically so other regional communities can plug in their details and create their own RSF Business Case, making this initiative fully scaleable across rural Australia.

It is envisaged the Business Case will be undertaken professionally and that it will focus on the economic and climate adaptation impacts on rural communities of an RSF. No funding from Council would be required although staff time would be involved.

The final Business Case will provide a template for other Victorian communities to access should they wish to explore a similar initiative.
Applications close March 1st, 2018.

9.1.1 New Energy Jobs Funding for a Rural Sustainability Foundation : Business Case (cont.)

RECOMMENDATION

That Strathbogie Shire Council support the application for a Rural Sustainability Foundation Business Case, and if successful, act as the lead council overseeing the Business Case development and delivery.

Background

Although two energy foundations exist in metropolitan areas in Melbourne, the structure of which somewhat mirrors the proposed RSF, experience of rural councils using these metro-foundations has demonstrated the diversity of lifestyle and business in rural and regional areas is vastly different to that of inner-city Melbourne. There are sustainability groups in areas such as Bendigo, Ballarat and Latrobe Valley, but these are generally volunteer-run community initiatives and are not structured foundations. Rural communities stricken with regular 26 hour blackouts, limited or no wifi, and forced to off-grid homes because connection to the grid costs \$80,000, should not be beholden to inner-city Councillor-run Boards who's focus is with very different issues. Our partnerships with these metro-foundations are best based around the macro projects of knowledge-sharing, event planning, and strategic energy issue planning.

As Victoria and Australia enters into an energy era of resource transformation, our agricultural community, country businesses, weekenders, transport hubs, intensive stock and cropping farms, off-grid small-scale farmers, remote off-grid residents, urban residents, and agri-irrigators – all will require their complex energy needs and issues addressed by localised energy experts.

it is envisaged that this grant application will request up to \$100,000 (tbc) to conduct research across the north east and Goulburn Broken region for this Business Case.

No co-contribution is mandated as part of this funding.

After informal EOI scoping across our regional Councils and organisations those who are interested in partnering and/or presenting a letter of support include (strong interest) Moira, Indigo, and Murrindindi Councils, along with the Goulburn Broken Greenhouse Alliance. Yarra Energy Foundation has asked to join Strathbogie Shire Council as a project partner for the Business Case development, and their experience and expertise as an energy foundation will be invaluable. In addition, AusNet Services who are the majority network distributor in the north east area, and who also have been innovating with community mini-grid solar and battery systems in Yackandandah and Mooroolbark, have also expressed interest in being a project partner. The Goulburn Broken Greenhouse Alliance is also supportive and will collectively send a letter of support with the application.

9.1.1 New Energy Jobs Funding for a Rural Sustainability Foundation : Business Case (cont.)

The Business Case for the RSF will research and present findings for the following:

- **Market position:** where would the envisaged RSF services fit in the current market? What would make an RSF successful/not successful? What are the current energy & climate-adaptive rural and regional gaps that a professional RSF could fill? Who would the RSFs main market and audience segments be, and what percentage of the RSFs market would be local governments of the north east? Is this market mix reliable and sustainable?
- **Unique selling position:** what gives the product/services an RSF will offer an edge over competitors? What jobs can be created within, and by the RSF? What specific skills should staff of the RSF boast? What upskilling should it aim to create across the region ie rural and regional VEET capacity, solar professionals with high-level skills etc? How can local councils support this?
- **Anticipated demand:** what are the services residents, business and councils want and need? What is a realistic revenue projection over 12 months? Will specific issues impact this, such as extreme weather, or global financial downturns?
- **Pricing strategy:** What pricing strategy is likely to succeed with this regional demographic? Is there a pricing strategy for low-income residents? Is there potential for grant or philanthropy income streams?
- **Value to customer:** How would customers (including local government) view the RSF service? Will they be viewed as a necessity, luxury or in-between? What would be a realistic model of the energy trajectory of our rural and regional communities if no RSF is created?
- **Growth potential:** What is the anticipated percentage growth of the RSF and specific services it offers in 5 to 10 years? What will drive this growth? How long will it take for the RSF to become fully self-sustaining?

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.

Multiple actions under the following Council Plan Strategies support this program. Specifically, the actions within Sustainable Strathbogie 2030 (Council Plan Action 2.1.1 – currently in development) supports this program.

- 2.1 Promote and support sustainable environmental initiatives.
- 2.2 Mitigate and adapt to a changing climate.
- 2.3 Protect and enhance our natural environmental assets.

9.1.1 New Energy Jobs Funding for a Rural Sustainability Foundation : Business Case (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

No co-contribution is mandated as part of this funding.

The author of this report considers there are no further capital or recurrent budget considerations at this stage of the project.

In general, an RSF will ultimately provide greater capacity and resources to undertake council and community water and energy projects, reducing financial risk from climate change.

This stage of the project is for a Business Case to map the first five years of the operation of an RSF to ensure its success occurs across social, economic and environmental outcomes, and that through creating the RSF, councils will not be exposed to unforeseen financial risk.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process, as it is only at 'Grant Application' conceptual stage, and has not yet been accepted for funding.

Attachments

Nil.

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9.2 INFRASTRUCTURE

9.2.1 Erection of 80 km/h Fixed Speed Limit Signs along Upton Road, Avenel

Author & Department

Manager, Infrastructure / Community Assets Directorate

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

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

Summary

As part of Council's ongoing road safety initiatives of implementing safety measures while seeking major external funding to upgrade traffic hazards, Council obtained the written authority of VicRoads for the installation of 80 km/h fixed speed limit signs along Upton Road Avenel.

RECOMMENDATION

- 1. That Council purchase and install the approved 80 km/h fixed speed limit signs along Upton Road.**
- 2. That Council fund the estimated cost of \$5,200 (GST exclusive) from its capital works program for Road Safety Initiatives.**

Background

Upton Road provides a link between the townships of Avenel and Ruffy, and has a number of commercial attractions for tourists and residents; namely Avenel Maze, Fowles Wine and Bullarook Park Stud. The current seal is relatively narrow for the numerous variable horizontal and vertical curves along its length and restricts the movement of all classes of vehicles, especially heavy vehicles.

Council has unsuccessfully applied for Black Spot funding in 2016 and for the Local Roads to Market funding in 2017 for the upgrade of Upton Road.

Upton Roads has been identified by Council as a strategic freight route, with Upton Road listed within both the Strathbogie Local Roads Strategic Freight Routes Report and the Hume Regional Road Group's Regional Local Road Investment Plan as a selected heavy vehicle route upgrade. It is expected that this Local Road Investment Plan will be an advocate for future funding.

In an attempt to reduce the risks to the road users of Upton Road, Council has determined that a speed limit of 80-km/h is applicable due to: -

- the road carrying a low volume of traffic,
- has a low standard alignment and / or cross section,
- has a high crash rate, and
- has a demonstrated high crash risk but is unlikely to attract funding in the short term to make it more Safe System compatible.

9.2.1 Erection of 80 km/h Fixed Speed Limit Signs along Upton Road, Avenel (cont.)

Prior to seeking approval for the implementation of a speed limit change from VicRoads, Council engaged with Victoria Police and other stakeholders (undertook a postal survey of adjoining landowners) as to the acceptance for reducing the current speed limit of 100 km/h to 80 km/h.

The Victoria Police did not object to the proposal and out of the 75 letters posted to the adjoining landowners; Council received 53 responses with 70% being in favour of the speed reduction.

With this information, Council applied to VicRoads, through the online Speed sign Management System and on the 22nd January 2018 received the Memorandum of Authority to install the 80 km/h speed limits along the full length of Upton Road.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The estimate cost for the purchase (\$2,700) and instalment (\$2,400) of the speed signs is within the order of \$5,100 (gst exclusive).

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

9.2.1 Erection of 80 km/h Fixed Speed Limit Signs along Upton Road, Avenel (cont.)

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 undertook a postal survey of the 75 adjoining landowners to determine the level of support for the reduction of the existing speed limit.

Attachments

Nil.

9.6	Tourism Reports Index	
9.6.1	Nagambie Waterways Advisory Committee - Draft Minutes of the Meeting held on 11 December 2017	10
9.6.2	Goulburn River Valley Tourism - Renewal of Memorandum of Understanding (MOU) for the period 1 July 2018 – 30 June 2021	17

9.6 TOURISM

9.6.1 Nagambie Waterways Advisory Committee - Draft Minutes of the Meeting held on 11 December 2017

Author & Department

Visitor Economy and Events Co-Ordinator / Corporate and Community Directorate

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

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

Summary

Attached are the draft meeting minutes of the Nagambie Waterways Advisory Committee held on 11 December 2017, Council's endorsement.

RECOMMENDATION

That Council endorse the draft Minutes of the Nagambie Waterways Advisory Committee meeting held on 11 December 2017.

Background

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

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

Alternative options

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

Risk Management

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

Strategic links - policy implications and relevance to Council Plan

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

9.6.1 Nagambie Waterways Advisory Committee
- Draft Minutes of the Meeting held on 11 December 2017 (cont.)

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

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

Financial/Budgetary implications

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

Economic implications

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

Environmental/Amenity implications

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

Community implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal/Statutory implications

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

Consultation

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

Attachments

- Draft Minutes of the Nagambie Waterways Advisory Committee held on 11 December 2017
- Action List

NAGAMBIE WATERWAYS ADVISORY COMMITTEE
MINUTES OF MEETING ON THE 11TH DECEMBER 2017

Commenced at 5.10 pm.

Present:

Cr. Debra Swan	Councillor – Strathbogie Shire Council
Steve Crawcour	CEO – Strathbogie Shire Council
Avi Maharaj	Strathbogie Shire Council
Libby Webster	Strathbogie Shire Council (Secretary)
Pat McNamara	Nagambie Rowing Club
Ian Matheson	GVW
Scott Wikman	Goulburn Murray Water
John Beresford	Developer Group
Wally Cubbin	Nagambie Angling Club
Alister Purbrick	Nagambie Lakes Tourism & Commerce
Craig Stewart	Commercial Operators

Guests:	Rick Jamieson	Gilgai
	Shane Johnston	Nagambie Police

Apologies: Cr Amanda McClaren
Tony Hammond

1. As Amanda McClaren was an apology for the meeting, it was agreed that Deb Swan would chair the meeting.
2. **Conflicts of Interest - None noted**
3. **Review minutes of previous Meeting 16/10/17**
Review actions - all completed
Matters arising - on agenda

Alister proposed that the minutes be accepted as read, Patrick seconded and all agreed.

4. **Review of Terms of Reference and membership of the Committee**
Steve proposed that the Terms of Reference and Membership of the Committee are circulated with these minutes for review. All comments to be sent to Libby prior to next meeting.
5. **Update on Nagambie Whitewater Centre proposal**

Steve reported that the proposal went to Council on 21st November 2017. This was endorsed in principal, by the Councillors, allowing the process to move forward. It is proposed that the business case could be funded through Monash University and other parties. The business case would look at suitable locations, hydrology, how it will operate, business model and cost benefit analysis.

6. Work in Progress on Business Plan

Avi tabled the updated plan, which he worked on with the assistance of Alister. This has now been updated with achievable goals and strategies, accountabilities and time lines.

Avi noted that 3.4 – *“Facilitation of commercial infrastructure to enhance business, commercial and tourism opportunities in and around the waterway – A design for extension of the boardwalk in front of the commercial precinct”* was presented to Council in November 2017. This proposal is now in the Community Consultation phase.

Alister noted that he has added a new section 3.2 – *“undertake a detailed assessment and cost benefit analysis on the creation of a white water rafting centre abutting Nagambie Lake”*.

Alister also noted that 1.01 – *“Assess the current and potential economic benefits of various waterway uses and activities”* has only partially been completed as the Urbis study did not look into the commercial licencing on the waterways and the waterways capacity for commercial businesses.

Scott suggested that we could let the market forces decide. It was agreed that a policy on waterway use licencing needed to be created and agreed.

Steve suggested that the Shire could make a Joint application with GMW to TSV or Fisheries, for funding of this business case. Scott to provide a letter of support from GMW. Steve noted that this study needed to be cost neutral to the Shire ratepayers.

7. Buckley Park Environs Revitalisation

Libby reported that a committee had been formed with all stakeholders as per the previous discussion at the Waterways Committee. This committee would be a subcommittee of the Nagambie Waterways Advisory Committee. First meeting of the new subcommittee is to be held on Thursday 14th December 2017 at which the terms of reference will be discussed and agreed.

8. Exclusive use of the bowl area for the NOW Festival

A letter from the Nagambie on Water Inc. was tabled requesting exclusive use of the Bowl area on the first Saturday in March until 2023. Pat commented that to give the NOW Festival exclusive use of the Bowl to 2023 would limit the ability to stage the Victorian State Championships which has always been held on the same weekend, biennially. This event brings 3,000 people from outside Nagambie to the town for 3 days of competition, which has a huge economic benefit to the local economy. Being unable to hold this event at Nagambie would have a flow on affect for other major rowing regattas.

It was agreed to set up a meeting between the NOW Festival committee and Rowing Vic to see if a compromise could be reached.

9. Compliance

Craig reported that Tony is talking to TSV re phone app that is designed to take footage noting the GPS coordinates, which would allow pinpointing locations of where the footage was taken.

Tony proposes that any footage taken could be sent to the Compliance committee for review and if deemed worthy then sent onto TSV. This would regulate the amount of footage being submitted to TSV.

There was discussion regarding putting some signs along the waterways alerting users that video footage was being taken on the waterways. It was agreed to list as a future agenda item.

Steve reported that he met with Geoff Swanton, Senior Project Officer Navigational Safety, Maritime Safety Victoria, re compliance on waterways. It is agreed that having a Patrol Boat on the water is the biggest deterrence, which the Shire does on a voluntary basis, with no funding from TSV or the Victorian Government, which is an issue. Steve noted that Strathbogie Shire Council has agreed to keep patrol levels as per last season, even though the Shire was no longer able to keep the fines income after the Marine Act changed in 2010.

Shane from Nagambie Police noted that generally it is the daytrippers that are the issue when it comes to non compliance with the Waterways Rules. Generally the members of the caravan park are well behaved. Nagambie Police often sit on the shore with a radar gun, even though it doesn't work on water, to act as a deterrent. Police are actively advocating for more water patrols.

Steve proposed that the Compliance committee be continued for the next boating season and also review on water surveillance, waterways rules, policing, privacy etc. noting that under 2.02 of the Strategy the action is to *"Carry out a comprehensive review of waterway rules to provide for appropriate zoning of uses and activity"*.

Steve called for nominations and the following were selected:-

Representative from Transport Safety Victoria
Amanda McClaren – Strathbogie Shire Council
Shane Johnson – Nagambie Police
Wally Cubbin – Nagambie Fishing Club
Pat McNamara – Nagambie Rowing Club
Rick Jamieson – Gilgai
Craig Stewart – Commercial Operators
Tony Hammond - Riparians
Avi Maharaja – Strathbogie Shire Council
Libby Webster – Strathbogie Shire Council

All agreed

10. General Business

Wally reported that the GoFish Event was going ahead on the 2019 ANZAC weekend. This is a catch and release competition, with great prize money, and will incorporate a Fishing/Boating Expo. Wally to keep the committee informed about the progress plans of the event.

John reported that the New Year's Eve fireworks display was on again this year. Fireworks to be released at end of peninsular. Bendigo bank has come on board as a sponsor. There will be a 100m buffer zone. NLT&C will publish a map of vantage points in Community Voice. NLT&C see this as a long term move so the event can grow and be sustainable with the risks minimised.

CONFIRMED MEETING SCHEDULE FOR 2018:

Monday 12th February

Monday 9th April

Monday 18th June

Monday 13th August

Monday 8th October

Monday 10th December

Signed as a true and correct record of the meeting.

Cr Debra Swan

Chair

NAGAMBIE WATERWAYS ADVISORY COMMITTEE MEETING

December 11th 2017 meeting

Actions from December 11 2017 meeting:-

Action 1	LW to circulate Terms of Reference for review by committee.
Action 2	LW to invite Ken Ross to future meeting to discuss Emergency Management plans/procedures as part of Strategic Plan
Action 3	LW to set up meeting with Compliance subcommittee and TSV
Action 4	LW to set up a meeting between NOW Festival Committee and Rowing Vic

**9.6.2 Goulburn River Valley Tourism
- Renewal of Memorandum of Understanding (MOU) for the period 1 July 2018 – 30 June 2021**

Author & Department

Manager Tourism, Arts and Culture / Corporate and Community Directorate

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

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

Summary

This report seeks Council endorsement to negotiate a renewal term of only one (1) year, instead of the requested three (3) year term as is currently in existence. The rationale behind this decision is a view that:

- GRVT need to work towards becoming self-sustaining and not be reliant on Council funding to exist, as has been the situation to date
- GRVT need to be recognized by the State Government as a Tourism Body and be funded accordingly

A copy of the draft 2018-2021 Memorandum of Understanding is tabled for information purposes.

RECOMMENDATION

That Council support renewal of the Memorandum of Understanding for Goulburn River Valley Tourism for a period of one (1) year commencing 1 July 2018.

Background

1. Memorandums of Understanding (MOUs) covering the periods 1 July 2009 - 30 June 2012 , 1 July 2012 - 30 June 2015 and 1 July 2015 – 30 June 2018 have been in place to provide funding to Goulburn River Valley Tourism ('the Company') and its predecessor organisation 'United Approach to Tourism'.
2. Goulburn River Valley Tourism was formally established as a legal entity, a company limited by guarantee, in March 2011.
3. The company has four members, the Councils listed as parties to this MOU. The liability of each member Council is limited to \$100 as per the constitution of the Company. Goulburn River Valley Tourism will not expand its membership base to include new municipal members unless agreed to by the Board and all existing Member Councils.
4. This MOU has been drafted to secure funding for a further three year period (1 July 2018 - 30 June 2021) for Goulburn River Valley Tourism.
5. The Parties to this MOU acknowledge the strategic context within which this MOU is signed, that being the current Victorian Government Reviews into the Victorian Visitor Economy and Regional Service Delivery, and the outcomes such reviews may have on the role of the company, the Goulburn River Valley region ('the region') and this MOU.

9.6.2 Goulburn River Valley Tourism
- Renewal of Memorandum of Understanding (MOU) for the period 1 July 2018 – 30 June 2021 (cont.)

6. This MOU may be renegotiated or renewed by further agreement between the parties to this MOU.

Strathbogie Shire Council have been in partnership with and provided funding to GRVT since 2009. Since 2011/12, Council has contributed in excess of \$258,000 in cash to Goulburn River Valley Tourism, plus in kind support, such as office space.

Alternative Options

Given the timeframes there are limited options, however a 12 month term allows for further assessment.

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 for the proposed renewal period there are no financial/budgetary implications.

Economic Implications

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

Environmental / Amenity Implications

The author of this report considers that the recommendation 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.

9.6.2 Goulburn River Valley Tourism
- Renewal of Memorandum of Understanding (MOU) for the period 1 July 2018 –
30 June 2021 (cont.)

Consultation

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

Attachments

Nil

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9.7 ORGANISATION

9.7.1 Goulburn Broken Regional Floodplain Management Strategy 2018-2028

Author and Department

Director Community Assets / Community Assets Directorate

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

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

Summary

This report brings forward for Council's consideration the investment plan for Strathbogie Shire which forms part of the Goulburn Broken Regional Floodplain Management Strategy, currently being finalised by Goulburn Broken Catchment Management Authority.

RECOMMENDATION

That Council -

- 1. Endorse the flood mitigation projects shown in the draft Investment Summary for inclusion in the final "Goulburn Broken Regional Floodplain Management Strategy 2018-2028".**
- 2. Consider in the 2018-19 Council Plan and Budget process three priority projects:**
 - a. Euroa - Augment Castle Creek Levee**
 - b. Nagambie - Electric pump and rising main from Industrial Centre, and**
 - c. Violet Town - Upgrade Murray Street drain**
- 3. Hold the flood mitigation/drainage update meeting proposed in the Council Plan for Violet Town in April 2018.**
- 4. Advise affected landowners of the above decisions.**
- 5. Indicate support for the Goulburn Broken Regional Floodplain Management Strategy by signing of the agency partnership page.**

Background

The Goulburn Broken Catchment Management Authority has been working with the staff of the Councils in the region over the past 15 months to develop a new Regional Floodplain Management Strategy. A Steering Committee was formed to guide the development of the strategy, and a Stakeholder Working Group formed to develop a Regional Work Program (investment plan). The resultant draft Goulburn Broken Regional Floodplain Management Strategy 2018-2028 was placed on exhibition during November 2017.

The Catchment Management Authority has now advised that the strategy has been finalised without change to the investment plan and has asked for the agency partnership page to be signed.

9.7.1 Goulburn Broken Regional Floodplain Management Strategy 2018-2028 (cont.)

The “Investment Summary by Action Type & Priority” contained in the summary is attached.

Also attached is a table summarizing the agency responsible for the “actions”, in line with the Victorian Floodplain Management Strategy.

Background information on the high priority mitigation projects is as follows: -

1. Euroa - Augment Castle Creek Levee

- An augmentation project which involved embankment rehabilitation, level raising, gravel capping and fencing work was completed in November 2017, at a cost of \$197,000, and funded 1:1:1 by Federal/State/Local Government.
- The action item and cost contained in the investment plan represents a contingency amount for further work. (All of the mitigation projects listed would be funded in a similar way).
- The further work envisaged included bank protection, vegetation and silt management works which may be required into the future. Permanent formed silt traps might be of greatest benefit in future operations.
- The newly augmented levee performed well in the flood event of 2nd December 2017. It sustained approximately \$25,000 damage which will be included in the overall \$5M flood restoration project.
- A post flood inspection identified the need for the following work, which will not attract flood restoration funding from Treasury.

- Alignment of fallen trees with the bank	\$ 8,000
- Beaching of collapsed bank in the Golf Course	\$ 5,000
- Embankment stabilization	\$ 5,000
- Desilting under railway bridges	<u>\$45,000</u>
TOTAL	<u>\$63,000</u>
- At the Vic Emergency flood recovery meeting held on Monday 4th December, residents of Euroa Main Road, outside of the Castle Creek Levee, suggested the provision of formal spur levees on the floodplain to protect two houses and remove the need for sandbagging. Councillors and Council staff have subsequently inspected one of the properties and identified options of house raising or flood proof fence construction. The existence of an historic informal levee located immediately downstream of the bridge over the Castel Creek was also identified.

Officer Comments

The informal levee identified is in a position and at a height to have considerable influence on: -

- The spread of overland flows across the floodplain, and
- The height and velocity of floodwater at both properties.

An analysis of the effect of the informal levee and consideration of its potential removal or modification should proceed simultaneously with the consideration of any formal spur levees of other remedies for the flooding houses. This can be accommodated via a new floodplain management plan and mitigation project as listed above.

9.7.1 Goulburn Broken Regional Floodplain Management Strategy 2018-2028 (cont.)

The management plan should also consider the need for desilting of the railway bridges and provision of permanent formal silt traps. The plan will need to consider a treatment for the third house which has been benefitting from the informal levee.

2. (a). Nagambie – Electric pump and rising main from Industrial Estate to former borrow pit.

The borrow pit has the ability to function as: -

- A point of discharge and evaporation pond for flood mitigation of the existing Industrial Estate.
- A detention basin offering drainage solutions for any expansion of the Industrial Estate or other Nagambie Development.
- A storage for water reuse, and
- A site for a community based solar farm.

Two potential projects are being considered to capitalize on Council's purchase of the pit.

- Flood Mitigation Project

The project as listed in the investment summary aims to address the flood inundation of eight low lying properties in the existing thirty-two lot Industrial Estate. The floodwaters arise from an adjacent depression which spills and inundates part of the estate. The project aims to utilize one of the three lots owned by Council for a basin and pump station to supply a rising main solution, compared to a conventional detention basin and gravity outfall.

This offers the advantages of: -

- Freeing up the other two lots for industrial use, and
- Improving protection for downstream landowners from floodwaters.

A plan showing the layout of the Industrial Estate and the flood impacted properties is included in the attachments.

- Water Reuse Project

A stormwater reuse project utilizing the borrow pit as the storage basin has been scoped. The concept would see stormwater and waste water captured within the town of Nagambie, fed to the storage basin and then treated as rain water and distributed for irrigation or industrial use.

A water reuse schematic plan is included in the attachments.

The beneficiaries of the project would include: -

- Sporting organisations – less costly irrigation water
- Community facilities and residential property – an alternative and more affordable supply would encourage “greening” and reduce demand on the filtered water system.
- Environment, Water Sports and Tourism – The diversion of drainage outfalls from the lake will improve water quality and reduce potential for algal blooms.
- Industry – Benefits in disposal of stormwater and availability of raw water for industrial processes or landscaping.

9.7.1 Goulburn Broken Regional Floodplain Management Strategy 2018-2028 (cont.)

The concept now requires an assessment of feasibility, starting with a demand analysis and water balance, and an assessment of state water agency support.

Officers Comments

There is strong potential for the flood mitigation project and any water re-use project to share a common pipeline and to have complimentary outcomes.

The project is being considered by the Goulburn Valley Integrated Water Management Forum which comprises representations from Councils, DELWP, Goulburn Valley Water, Goulburn Murray Water and Goulburn Broken Catchment Management Authority.

Benefits to the agencies, particularly in achieving the State Water Plan outcomes are apparent. DELWP funding is currently on offer to the Forum to implement priority projects.

An application has been made to DELWP for funding to undertake a "Nagambie Integrated Water Management Scheme Feasibility Study" which should run concurrently with the development of the flood mitigation plan.

2. (b) Nagambie – Removal of informal levee and redundant bridge approach ramp at Old Chinamans Bridge.

Goulburn River flood flows below the new bridge are restricted by informal levees and the Northern abutment of the old bridge.

Removal of the restriction will increase flow onto the Northern floodplain, reducing the risk of flooding at the Regatta Centre and Leisure Park.

A plan of the location showing contours is attached.

3. (a) Violet Town – Funding the Violet Town Water Management Scheme and construct the proposed levee.

This scheme has been in the development phase for approximately 10 years. Council has been offered funding to finalise the scheme, and has undertaken consultation with the Community, but in September 2016 suspended work, as a result of risks which became apparent in the Water Act liability framework. The risk relates to financial loss through legal challenge from landowners, based on (for example): -

- Floodwater exceeding that modelled
- Compensation not received or not adequate, or
- Works not adequate.

Council has obtained the assistance of the Municipal Association of Victoria (MAV) to have DELWP review the current liability framework in the Water Act 1989. In June 2017 the MAV coordinated a survey of regional Councils by Deloitte Access Economics, acting for DELWP, to examine the "Cost benefit analysis of changes to the Water Act 1989 liability framework for the flood mitigation infrastructure (Urban Levees in Regional Victoria). The outcome of the analysis is not yet known.

9.7.1 Goulburn Broken Regional Floodplain Management Strategy 2018-2028 (cont.)

The issue of liability and any outcomes of the review will need to be assessed prior to Council finalising any future floodplain management plan or proceeding with further construction work.

3. (b) Violet Town – Upgrade the Murray Street rural drain and/or provide localized bunding or floor raising of houses.

This project arises from the recommendations of the “Nagambie and Violet Town Flash Flood Investigations” report, produced by Water Technology in 2017. Scoping work is currently being undertaken on the upgrading of the Murray Street drain.

Council has been assisting landowners and insurers to develop options for bunding or floor raising. It appears that those options may not be taken up.

Officers Comments

Council has an action in its Council Plan for 2017/18 to “hold a flood mitigation/drainage update meeting in Violet Town to form a consensus on future actions”.

The best timing for the update meeting appears to be April 2018, when: -

- The outcomes of the flash flood investigation recommendations will be known.
- Council will be considering the funding of flood mitigation and drainage projects in the 18/19 budget.
- There may be some outcome from the DELWP review of the liability framework.

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 other than those referred to elsewhere in this report.

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 significant capital or recurrent budget considerations other than those identified in the report.

9.7.1 Goulburn Broken Regional Floodplain Management Strategy 2018-2028 (cont.)

Economic Implications

The author of this report considers that the recommendation has significant economic implications for those landowners who would receive protection from above floor flooding, through the flood mitigation projects.

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 there are no Community implications other than those identified elsewhere in this report.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

A meeting with Violet Town residents to present an update on flood mitigation/drainage is recommended.

Attachments

- Investment Summary by Action Type & Priority
- Table summarizing the agency responsible for the “actions”
- Layout Plan of the Industrial Estate showing flood impacted properties
- Water Reuse Schematic Plan
- Old Chinamans Bridge Location Plan with contours

• Investment Summary by Action Type & Priority – page 1

5.8 Strathbogrie Shire

Investment summary by Action type and Priority

	High	Medium	Low	Very low	Total
Mitigation	\$2,305,000	\$150,000	\$-	\$-	\$2,455,000
TFWS	\$65,000	\$7,500	\$-	\$-	\$72,500
Land-use Planning	\$105,000	\$40,000	\$75,000	\$50,000	\$270,000
MFEP	\$45,000	\$15,000	\$-	\$15,000	\$75,000
	\$2,520,000	\$212,500	\$75,000	\$65,000	\$2,872,500

Table 18: Strathbogrie Shire Action-Investment Plan

Terminology: - = No further action

FO = Floodway Overlay, LSIO = Land Subject to Inundation Overlay, UFZ = Urban Floodway Zone

MFEM = Municipal Flood Emergency Plan, TFWS = Total Flood Warning System

Proposed Actions, Priorities and Indicative Costs							
	Mitigation	TFWS	Land-use Planning	MFEP			
Avenel	Actions	Floodplain Management Plan required to determine flood mitigation options, flood intelligence and mapping.	See Mitigation	See Mitigation	See Mitigation		
	Cost	\$150,000	-	-	-		\$150,000
	Priority	Medium	Medium	High	Medium		
Euroa	Actions	Augment Castle Creek levee in accordance with Euroa Flood Intelligence and Mapping Study and Urban Levee Audit. Continue maintenance of the Levee Scheme.	Improve dissemination and communication, and education awareness (e.g. Local Flood Guide and property specific data on web based portal).	Revise zones and flood overlay controls with data from the completed Euroa Flood Intelligence and Mapping Study.	Incorporate flood intelligence from the completed Euroa Flood Intelligence and Mapping Study.		
	Cost	\$180,000	\$40,000	\$40,000 ⁱ	\$15,000		\$275,000
	Priority	High	High	High	High		
Goulburn Seymour to Shepparton	Actions	nil	nil	Revised flood overlay controls from Goulburn and Broken Rivers Flood Study.	Incorporate flood intelligence from Flood Study.		
	Cost	-	-	Funded ⁱⁱ	Funded		
	Priority	-	-	Medium	Medium		
Granite Creeks	Actions	nil	Deliver Fact Sheet, following completion of the Granite Creeks Regional Flood Study	Revise flood overlay controls from the completed Granite Creeks Regional Flood Study, which include numerous towns.	Incorporate flood intelligence from Regional Flood Study		
	Cost	-	-	\$40,000	15,000		\$55,000
	Priority	-	Low	Medium	Medium		

Investment Summary by Action Type & Priority – page 2

		Proposed Actions, Priorities and Indicative Costs				
		Mitigation	TWFS	Land-use Planning	MFEP	
Graytown	Actions	nil	nil	Undertake a scoping study. May require survey.	Consider intelligence data from scoping study.	
	Cost	-	-	\$50,000	\$15,000	\$65,000
	Priority	-	-	Very Low	Very Low	
Locksley		nil	nil	See Granite Creeks Regional Area.	nil	
Longwood		nil	nil	See Granite Creeks Regional Area.	nil	
Mangalore	Actions	nil	Nil	Undertake a scoping study. May require survey.	Consider intelligence data from scoping study.	
	Cost	-	-	\$50,000		\$50,000
	Priority	-	-	Low	Low	
Nagambie	Actions	1. Provision of permanent electric pumps and rising main from Industrial Estate basin to former borrow pit (\$555,000) 2. Removal of informal levee and redundant bridge approach ramp at Western end of the Old Chinamans Bridge, and provide abutment protection (\$50,000).	Improve education awareness, prepare a Local Flood Guide.	Revise zones and introduce flood overlay controls with data from the completed Nagambie Flood Intelligence and Mapping Study.	Incorporate flood intelligence from the completed Nagambie Flood Intelligence and Mapping Study.	
	Cost	\$605,000	\$7,500	\$40,000	\$15,000	\$667,500
	Priority	High	Medium	High	High	
Old Longwood		nil	nil	See Granite Creeks Regional Area.	nil	
Strathbogie	Actions	nil	nil	Undertake a scoping study.	Consider intelligence data from scoping study.	
	Cost	-	-	\$25,000	-	\$25,000
	Priority	-	-	Low	Low	
Violet Town	Actions	1. Finalise the Violet Town Water Management Scheme (\$160,000) and construct the proposed levee (\$1,260,000) 2. Upgrade the Murray Street rural drain and provide localised bunding or floor raising of houses (\$100,000)	Improve dissemination and communication, and education awareness (e.g. Local Flood Guide and property specific data on web based portal).	Revise zones and flood overlay controls with data from the completed Violet Town Flood Study.	Incorporate flood intelligence from the completed Violet Town Flood Study.	
	Cost	\$1,520,000	\$25,000	\$25,000	\$15,000	\$1,585 M
	Priority	High	High	High	High	

ⁱ Package flood mapping from flood studies into a single planning scheme amendment.

ⁱⁱ Coordinated by the Goulburn Broken CMA across five LGAs. Cost of \$60,000 is to implement a planning scheme amendment coordinated by the CMA as the proposed planning authority.

Table summarizing the agency responsible for the “actions”

Implementation responsibilities for the actions

Action	Flood Mitigation	TFWS	Land-use planning	MFEP ^{iv}
Lead agencyⁱ	Local Government	VICSES / Local Government ⁱⁱ	Local Government ⁱⁱⁱ	VICSES
Partners	Community, Traditional Owners, AAV, GB CMA ^v	Community, VICSES, GB CMA	VICSES, GB CMA, DELWP ^{vi}	VICSES, TOs, AAV, GB CMA
Sharing data	Community, VICSES, EMV, DELWP, PV	Community, VICSES, EMV, DELWP, PV	DELWP	EMV, DELWP, PV

ⁱ Although, the Goulburn Broken CMA does not have a leading role in any of the four programs above, it is committed to coordinated the implementation of the Strategy through leading the monitoring, evaluation, reporting and improvement (MERI) Plan, which includes a rolling four-year Investment-Action Plan.

ⁱⁱ There are a number of elements to this program where VICSES will take the lead around education and awareness, communications and dissemination and Local Government will take the lead in sharing operation and maintenance costs of the relevant gauge network components under the Northern Surface Water Monitoring Partnership Program.

ⁱⁱⁱ Goulburn Broken CMA may become the lead agency for rural studies and become the planning authority where studies cross multiple Local Government Areas.

^{iv} Note that MFEPs need to be reviewed following the completion of a flood study, a major flood or part on the three-yearly review cycle.

^v DELWP, at a regional level provides planning guidance around the preparation on proposed planning scheme amendments. DELWP, at the State level generally provides support and guidance across all programs including financial assistance.

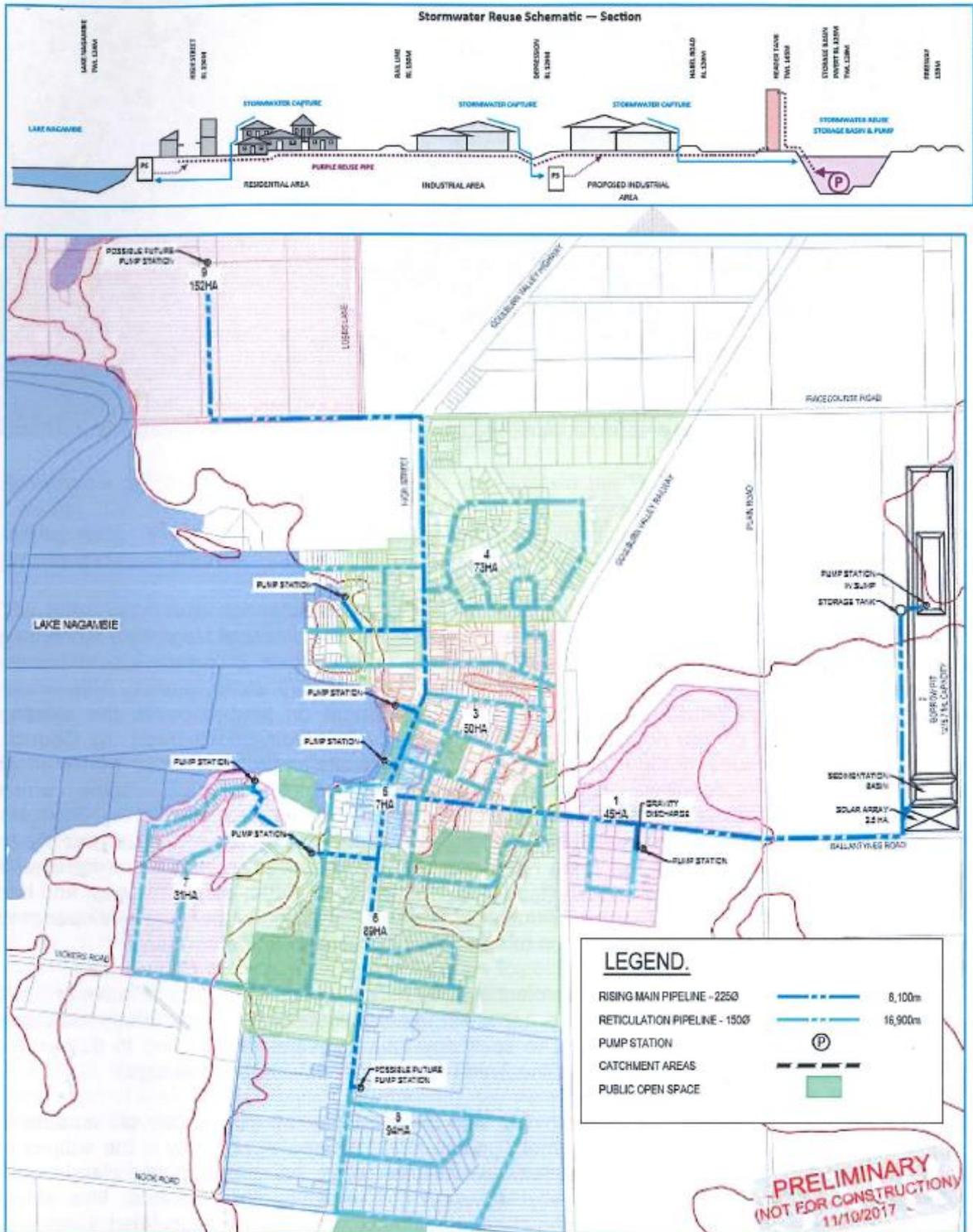
^{vi} Other agencies may be a partner such as BoM, G-MW, GWV, VicRoads, and VicTrack depending on the nature of the investigation.

Layout Plan of the Industrial Estate showing flood impacted properties

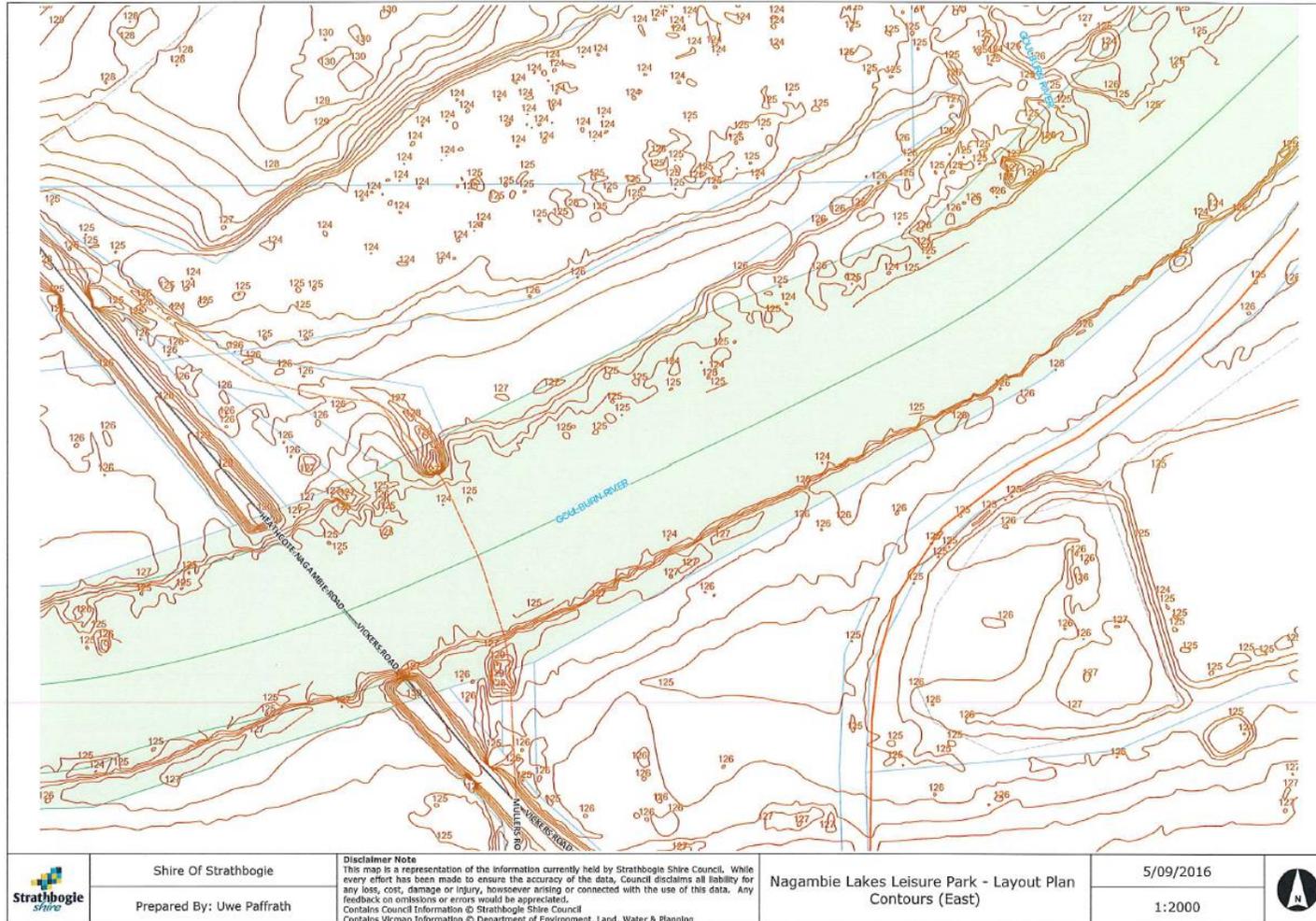


● Denotes Flood Impacted Property.

Water Reuse Schematic Plan



Old Chinamans Bridge Location Plan with contours



9.7.2 Euroa RSL Sub-Branch Clubrooms – Outcome of Drop In Consultation Feedback

Author & Department

Community Facilities Planning Officer / Community Assets Directorate

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

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

Summary

In response to the Euroa RSL's advice that expanded facilities are required, Council representatives have met with the sub-branch who submitted concept plans for Council's consideration.

Council has held a successful 'drop in' consultation session at the Euroa RSL, in conjunction with the Euroa Third Age Club, and it is recommended that Council proceed with referring the project for consideration in the 2018/19 Budget process.

RECOMMENDATION

That Council, after receiving positive feedback from the drop-in consultation, refer the project for consideration in the 2018/19 Budget and/or inclusion in the 2017-2021 Council Plan.

Background

The President of the Euroa RSL sub-branch, Mr Phil Munt, raised the need for expanded facilities by letter to Council on 06/07/2017 (refer attached).

A meeting to discuss the matter was held at the clubrooms on 18/07/2017. It was attended by Ward Councillors, RSL and Third Age Club members, Council's CEO and Director Community Assets, and Architect Bernie Jovaris.

The Architect has prepared the concept drawings (attached) in response to the needs identified in the letter and through discussion and site inspection at the meeting.

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.

9.7.2 Euroa RSL Sub-Branch Clubrooms – Outcome of Drop In Consultation Feedback (cont.)

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The cost of the project will be identified by the architect for budget consideration.

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 community will benefit from the expanded facilities for Anzac Day commemorations, meetings, social functions and from the improved amenity to the area.

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

All relevant stakeholders have been consulted during the initial design phase and will continue to be consulted during the remaining process.

A Drop In consultation session has been held at the RSL with RSL and Third Age Club members in attendance, providing positive feedback on the design so far.

Feedback

Council received six feedback forms during its Drop-In Consultation on Friday, 15 December at the Euroa RSL. All six comments were positive and support Council's decision to refer the project for consideration in the 2018/19 Budget.

9.7.2 Euroa RSL Sub-Branch Clubrooms – Outcome of Drop In Consultation Feedback (cont.)

Comments/suggestions include:

- Post-extension, open up the RSL more regularly as a tourist attraction, with the addition of display cabinets with war memorabilia (much like the Violet Town RSL).
- The Third Age Club, which shares the building with the RSL, suggested a concertina wall hanging in the middle of the Club's side of the building, allowing them to hold two activities at once, open to other user groups such as the Euroa CWA and University of the Third Age (U3A).
- Strathbogie Shire's Access and Disability Advisory Committee (ADAC) also endorse the plans, highlighting the accessibility for all users.

Attachments

- RSL Sub-Branch letter 06/07/2017 (3 pages)
- Architects Concept Drawings (4)



P.O. Box 253
Euroa Vic 3666

6.07.2017

Mr S. Crawcour
CEO
Shire of Strathbogie
P.O. Box 177
Euroa Vic 3666

SHIRE OF STRATHBOGIE	
Doc Id:	Chq:
6 JUL 2017	
Refer to:	
Library:	DB/

Dear Steve,

I am writing on behalf of the members of the Euroa RSL sub-branch and as current president I take this opportunity to thank you for making yourself available to discuss the following concerns that we have identified for the future growth of the Euroa Sub-branch.

In the late 1980's Euroa RSL sub-branch identified that due to an ageing membership and the state of disrepair of the memorial hall located at 71 Railway Street, it was deemed that it was neither cost effective or warranted to up-grade the facility. It was decided to approach the then Shire of Euroa to sell the memorial hall and extend onto the Senior citizens building. The purpose for this proposition was that when the sub-branch had served its purpose and there were no further members the building could revert to being part of the senior citizens building.

With this all in mind members in that period could not identify that the Vietnam veterans would become part of the RSL or national service members would be allowed to join nor had the war against terrorism or peace keeping forces from the 1990's would exist. The members had decided that when all WW2 veterans passed on, that would be the end of the RSL as they knew it. Fortunately or unfortunately this has not been the case with a growing number of personnel within our communities becoming reliant on the support of the RSL with varying levels of service and support required to assist todays returned service men and women.

The RSL has also found that there has been a resurgence in the growth of general public now commemorating the various theatres of war including ANZAC day, Remembrance day and

Long Tan day, with the descendants of returned service men and women along with the general public attending the many memorial services that are conducted during the year throughout the country this including Euroa. We also find that many families and returned service men and women are donating their medals, memorabilia and personal effects to local RSL sub-branches to be maintained stored and displayed for the community to see, or be appreciated or witness what was endured during periods of war.

We at Euroa are no different to any other sub-branch located in Australia and find that the size of the RSL club rooms are no longer adequate to meet current needs and like most other local RSL sub-branches are not in a financial position to do anything about this unless you have a pokies licence to generate a significant income to do so.

Some of issues we need to address in the short term and some in the long term however we can determine or prioritise these in our meeting on Friday and over the next few months as we plan the future of the RSL sub-branch here in Euroa. Issues that we need to address are as follows:

- Storage room for past records such as meeting records and financial information that have a statutory period of retention, furniture that we only use on significant occasions such as chairs and tables, lecterns etc.,
- Insufficient space or room to display memorabilia, photos, artefacts etc. that are donated to the sub-branch, this then presents another problem of inadequate security to protect these valuable and significant pieces of history.
- Inadequate facilities for members so that we can provide better services for current or future and potential members to the Euroa RSL sub-branch. With improved facilities and amenities we could then provide a limited staffed venue for members and visitors alike throughout the week.
- If we are to retain the current site, perhaps the development of a matching concrete apron linking bitumen of Kirkland Avenue through to the pathway of the VC park, with the removal of the metal bollards at the pathway which a rusting and causing staining to the current pathway leading to Twomeys bridge, these could be replaced at the roadway entrance by matching bollards as at the Seven Creeks park. This gives direct access for the ANZAC day marchers as they march along Brock Street into VC Park without having to negotiate mud and water as they march onto the new concrete path.
- The existing footpath along the new fence at the VC park needs replacing as it is a patchwork of concrete, this needs to commence from the entrance pathway of the RSL hall to the proposed apron leading to VC Park.
- Would there be suitable grants and assistance from council to negotiate and apply for such work so that we can move forward in the future.
- Also the possibility from council to work with both federal and state governments to develop an historical military trail, this being originally proposed by former local state member Mr Bill Sykes.

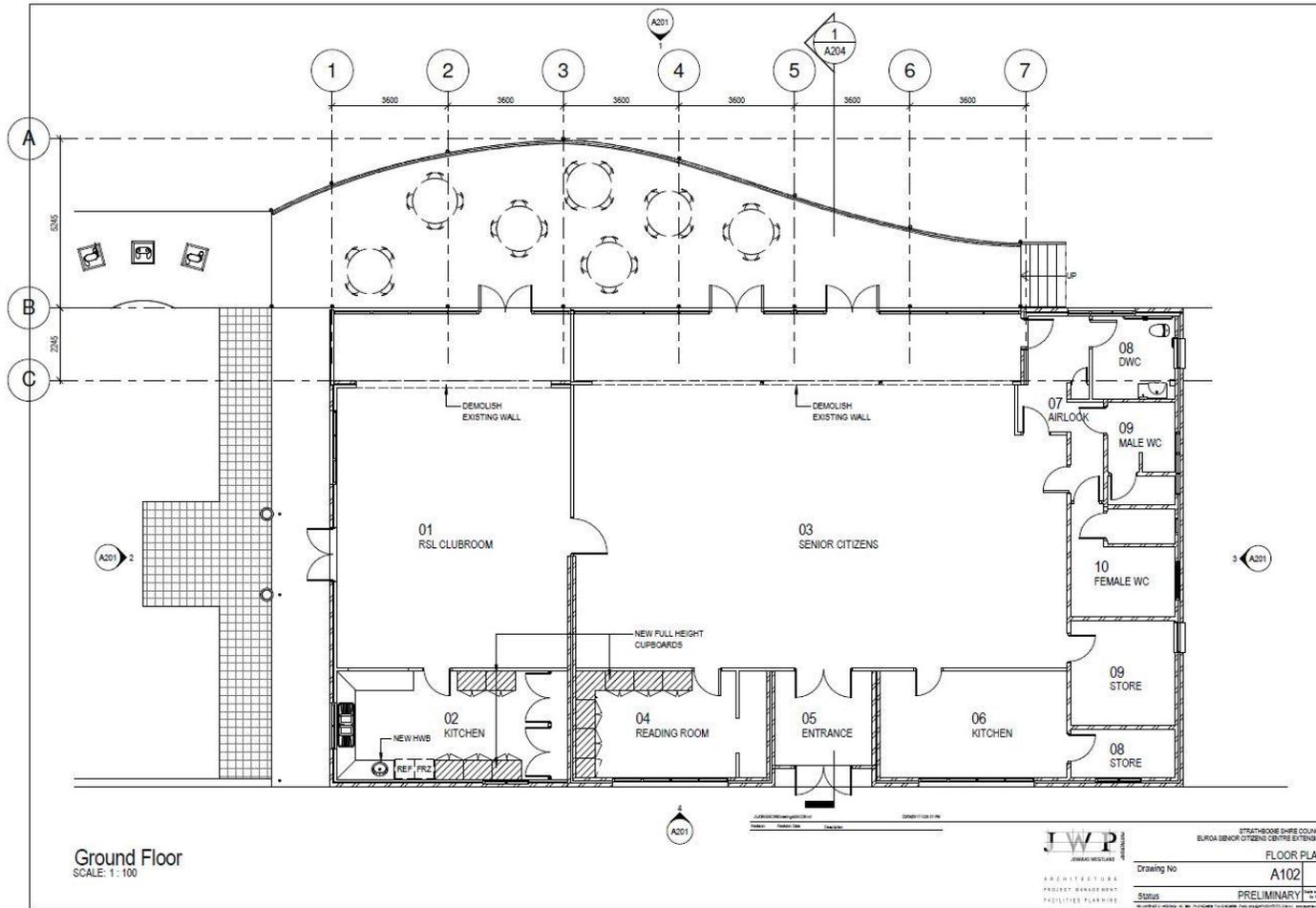
- The on-going maintenance of the Avenue of honour in consultation with the members of the Euroa RSL sub-branch, as we find that most of our members due to failing health or mobility is such that we can no longer adequately maintain the Avenue into the future.

I look forward to meeting with yourself, other members of staff and councillors to develop and future plan for the continuance and development of the RSL sub-branch in Euroa and serving the district, regards

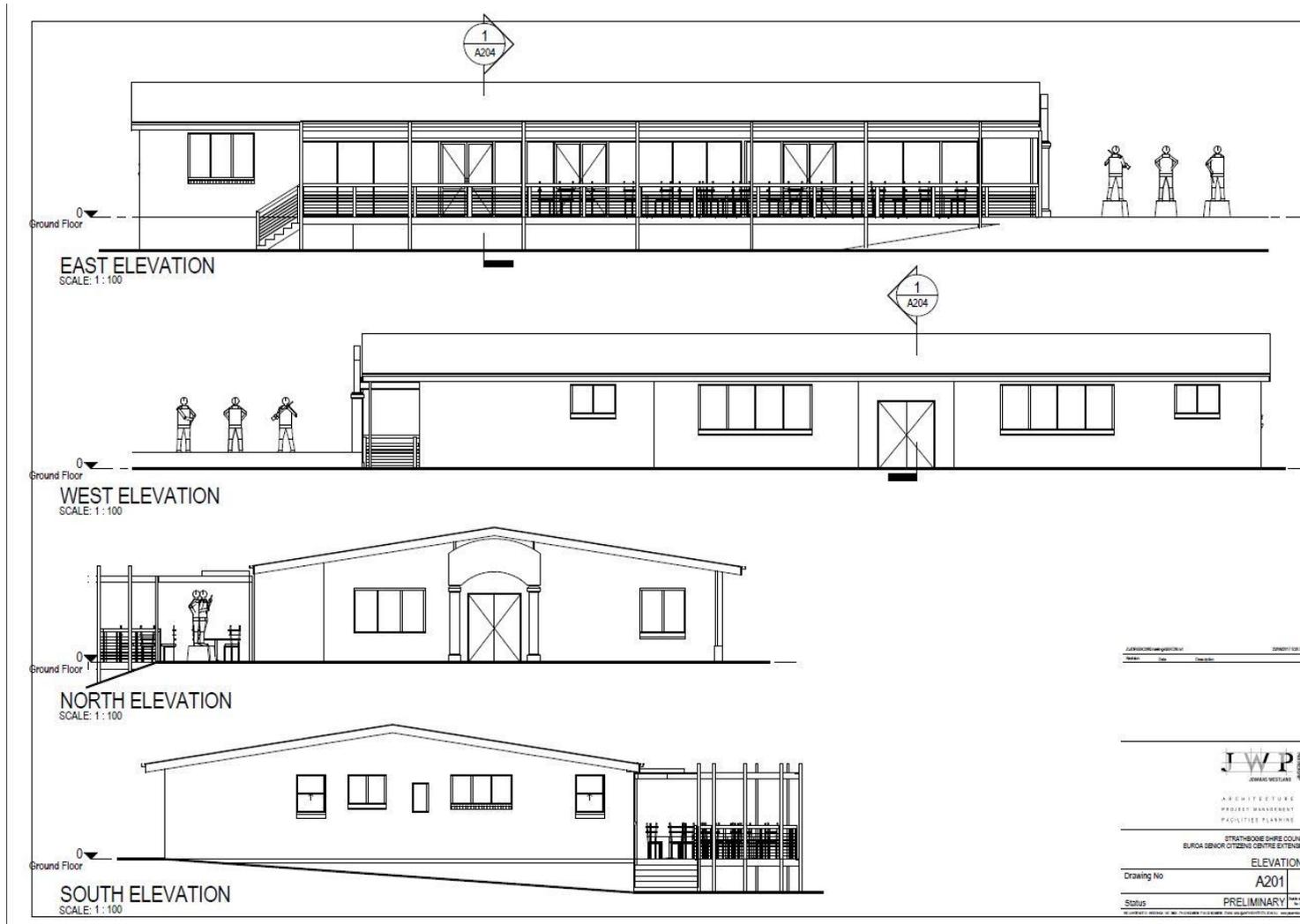
Yours Sincerely,



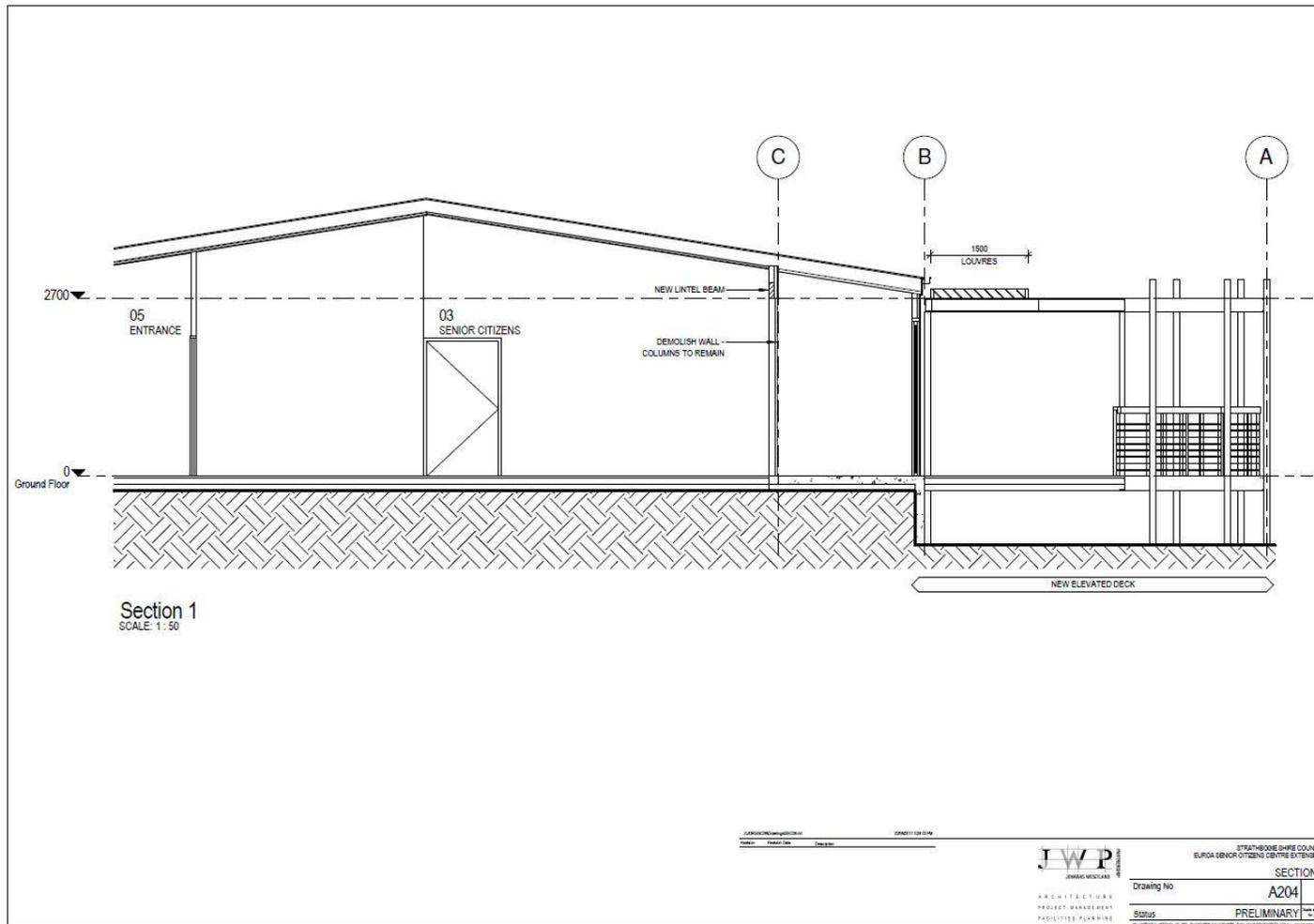
Phil Munt
President



Euroa RSL Floor Plan



Euroa RSL Elevations



Euroa RSL Sections

View from VC Memorial Park



View from Rotary Playground



9.7.3 Euroa Visitor Information Centre – Feedback Outcomes

Author & Department

Community Facilities Planning Officer / Community Assets Directorate

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

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

Summary

Funds have been allocated in the 2017/18 Capital Works Program which includes extensions to the Shire Offices complex at the Kirkland Avenue end of Bury Street to house a new fit for purpose Visitor Information Centre (VIC). The budget consideration focused on an extension into the Youth Café driveway area. Since that time an alternative extension onto the Bury Street frontage adjacent to the driveway has been developed, as attached.

The project was instigated from the need to find permanent accommodation for the Euroa V.I.C and to combine the customer service centre with the V.I.C, which is considered best practice in local government, i.e. to ensure accreditation and consistency with Nagambie V.I.C. This will reduce V.I.C operational expenditure, enhance service provision and eliminate the current recorded high risk to customer service staff (due to the current antiquated reception area). The existing reception will be able to be utilized for additional accommodation/meeting space.

Council has undergone consultation of two options with both the current volunteers of the V.I.C located in Binney Street as well as the wider community, with the majority of volunteers in favour of the attached (eight), four unsure and one against.

A total of nine residents gave feedback at/after the drop-in consultation session on Friday, 8 December 2017 which was held at the proposed site on the corner of Kirkland Avenue and Bury Street. Four community members were for the proposal, one (Euroa Health) was in favour of the V.I.C staying where it is in Binney Street and four (including the Access and Disability Advisory Committee and Tourism, Arts and Culture group) were undecided.

For the most recent visitor numbers, by postcode, for January and February 2018, please refer to the attached charts.

RECOMMENDATION

That Council –

- 1. Having undergone consultation with volunteers and community, proceed with the attached Euroa Visitor Information Centre designs (extension onto Bury Street frontage adjacent to the driveway) with minor changes, featuring a diagonal entrance at the corner of the building facing both Bury Street and the Travellers Rest on Kirkland Avenue.**

9.7.3 Euroa Visitor Information Centre – Feedback Outcomes (cont.)

RECOMMENDATION (cont.)

2. **Having obtained feedback from both the Access and Disability Advisory Committee and Tourism, Arts and Culture Advisory Group -**
 - a. **Amend internal fit-out to incorporate their input, to be shown as areas on the floorplan to showcase art reflective of the area.**
 - b. **Bring concept external designs back to Council before proceeding to final design.**
3. **Investigate options with Euroa Health to continue to operate The Hub on Binney Street and a possible relocation to a more suitable and accessible building.**
4. **Relocate customer service to the new Visitor Information Centre and advertise this to the wider community.**

Background

The current V.I.C building lease is up for renewal and is considered inappropriate due to non-compliant access, amenity facilities, security and age of the premises. Therefore, it is considered that this capital works project should be commenced as a high priority in the Capital Works Program. The current lease is due in October to consider exercising an option to enter into a third year for a further 12 months which would have a commencement date of 17th January 2019.

Concept drawings are attached:

- Which allows for expansion of the area to 71m² with conventional eave overhang.
- The budget allocation of \$100,000 was intended to provide the new building fabric and limited internal fitout.

Alternative Options

The volunteers and community members have made it clear that the attached is the preference.

The status quo could remain but Council would remain non-compliant and therefore not be recognized as an accredited Visitor Information Centre. In addition, a commercial rental fee will continue to be incurred by Council.

Risk Management

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

9.7.3 Euroa Visitor Information Centre – Feedback Outcomes (cont.)

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

Council has provided \$100,000 funding in its 2017/18 budget for the purpose of building a new fit for purpose Visitor Information Centre. In addition, there will be savings in recurrent expenditure, e.g. lease costs.

Economic Implications

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

Environmental / Amenity Implications

The author of this report considers that the recommendation has positive outcomes for the community and visitors by providing an enhanced service.

Community Implications

The existing service located at the Euroa Hub in the main street is currently run by volunteers, consultation with the coordinator of the volunteers has occurred and the preferred Option 2 provided the entry faces the Travellers Rest on Kirkland Avenue. Discussions on the future of the community hub will continue.

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 has undergone consultation with both the current volunteers of the V.I.C located in Binney Street as well as the wider community, with the majority of volunteers in favour of the attached, four undecided and one against.

A total of nine residents gave feedback at/after the drop-in consultation session on Friday, 8 December at the proposed site on the corner of Kirkland Avenue and Bury Street. Four were for the proposal, one (Euroa Health) were in favour of the VIC staying where it is on Binney Street and four (including the Access and Disability Advisory Committee and Tourism, Arts and Culture group) were unsure.

9.7.3 Euroa Visitor Information Centre – Feedback Outcomes (cont.)

Summary of Feedback

On Thursday 30 November 2017, Council met with the volunteers of the Euroa Hub. Feedback forms were received and more mixed feedback included:

- Difficulties with being away from Binney Street and tourism not being the most important thing.
- The need to attract passing tourists and better parking close to toilets and park but locals reluctant to use it because it's not on the main street.
- The new building will provide greater support to visitors and tourists, capturing the car, bus and caravans that stop at the park, with the new facility should consider selling local produce.
- The community aspect of the Hub should be retained on the main street somewhere, as well as the new V.I.C
- The V.I.C should be situated on the corner block (carpark) instead of as an extension to the existing building on Bury Street.
- Internally, the décor should be “bright, light and open”, with local goods available for purchase.

On Friday, 8 December 2017, Council held a drop-in consultation session with six feedback forms received, preferring the attached. Feedback included:

- Vital to have tourist information in the main shopping precinct, where the food/coffee are. Stand-alone Hub offers locals and visitors alike the chance to call in and ask for information, advice and a chat. A new V.I.C would be useful but not a substitution. There are several vacant shops that could be used if the current site was unsuitable.
- New V.I.C would be in a great location with beautiful creek views.

Euroa Health, who are involved in the running of the Hub, preferred the original concept, to have a centrally located information and drop-in centre for locals, newcomers and visitors to Euroa in a central location. The board endorsed this original concept and prefers it, not the new V.I.C.

The Access and Disability Advisory Committee prefer the attached, on the proviso that entry is flat with no lip to access as well as an electric door and the need to be mindful of security concerns in the design of the internal fit-out.

The Tourism, Arts and Culture Advisory Group were more mixed, saying the new V.I.C was an uninspiring building and Council should run a competition with student architects to design a new building. However, this would not be viable due to time constraints. Other members stressed the need for the V.I.C to reflect the character of Euroa and showcase local art. At the end of the debate, most members chose the attached as their preferred design.

Attachments

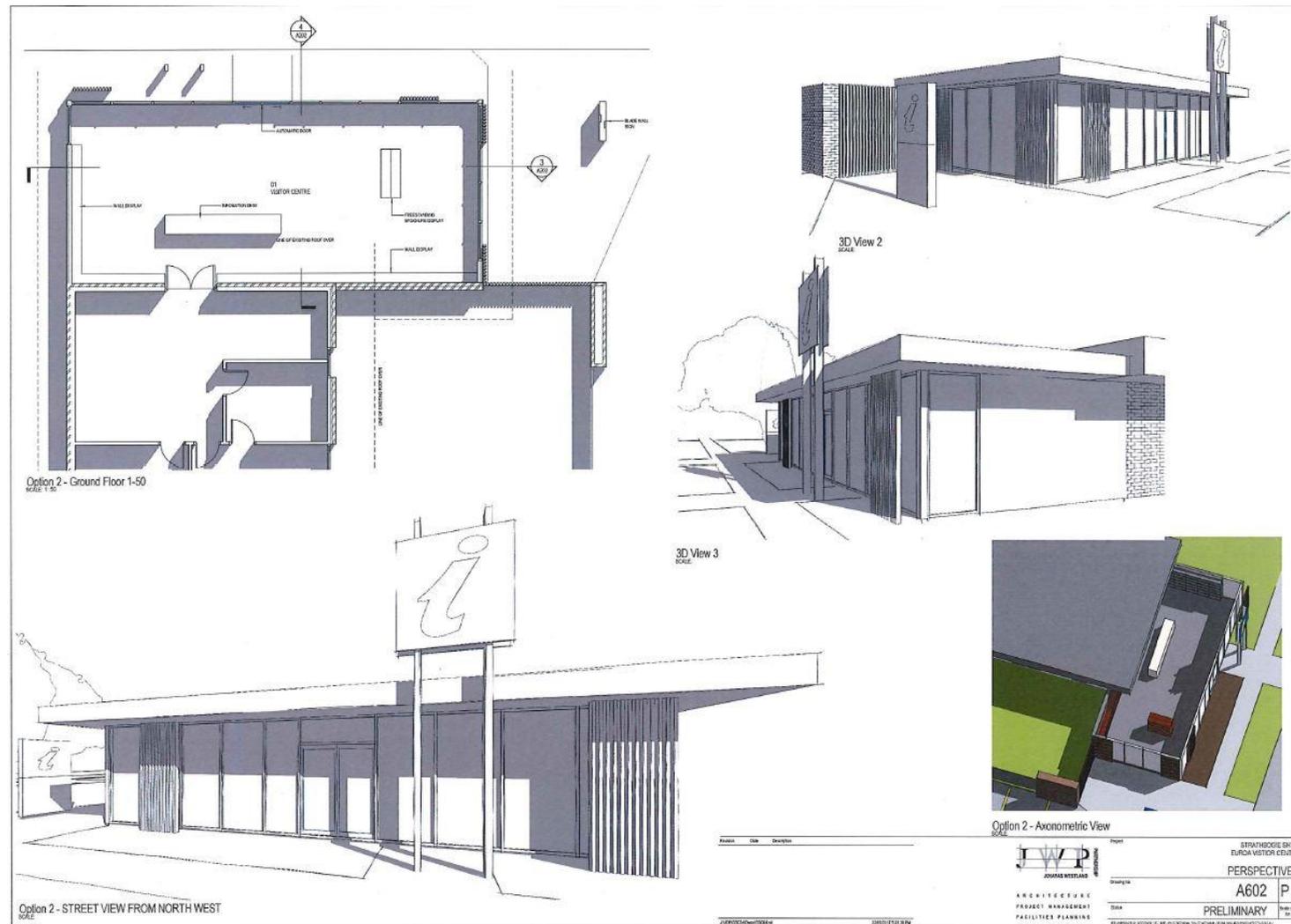
- Concept Designs
- January and February 2018 Visitors by Postcodes Data



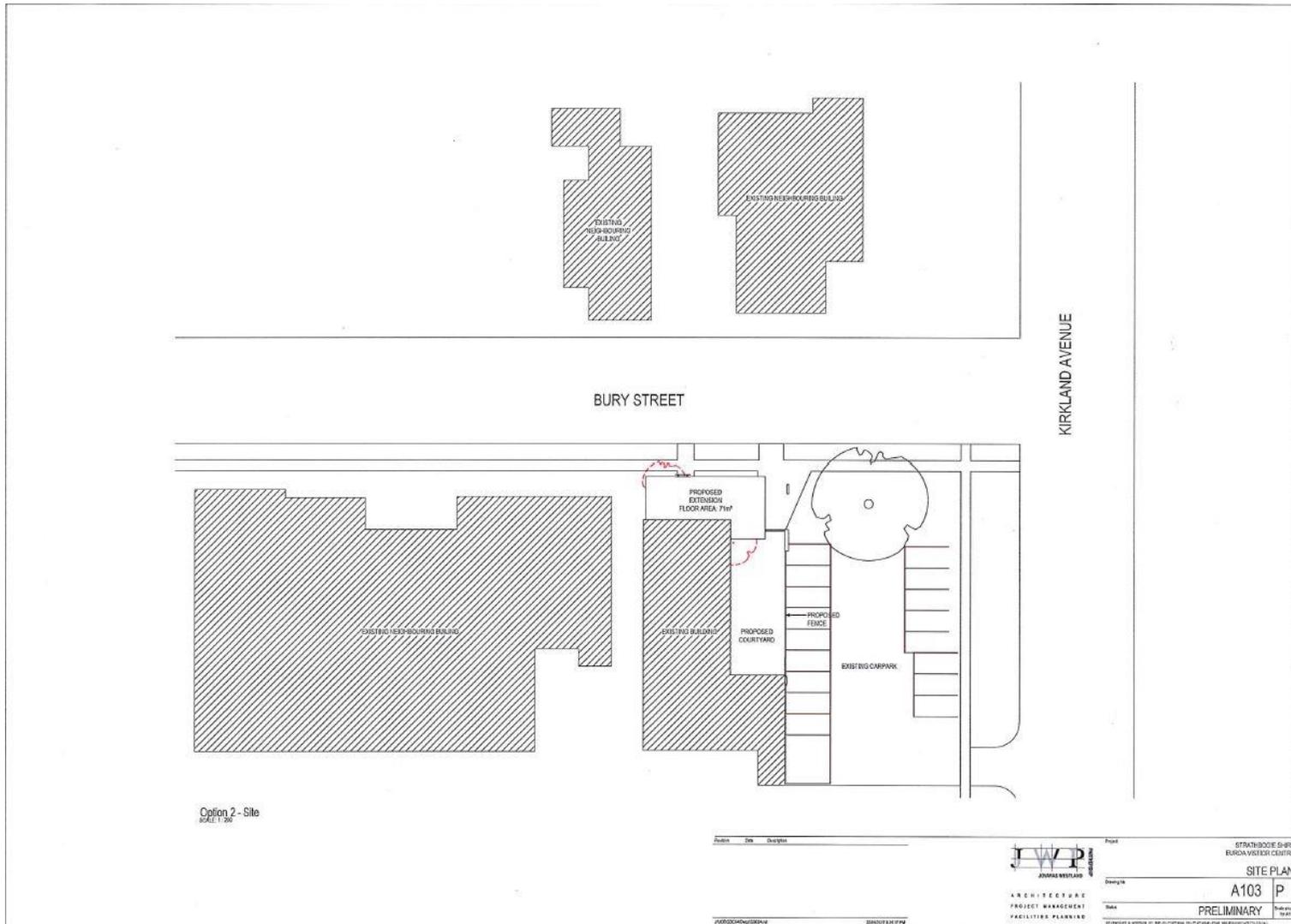
Euroa VIC: Bury Street frontage



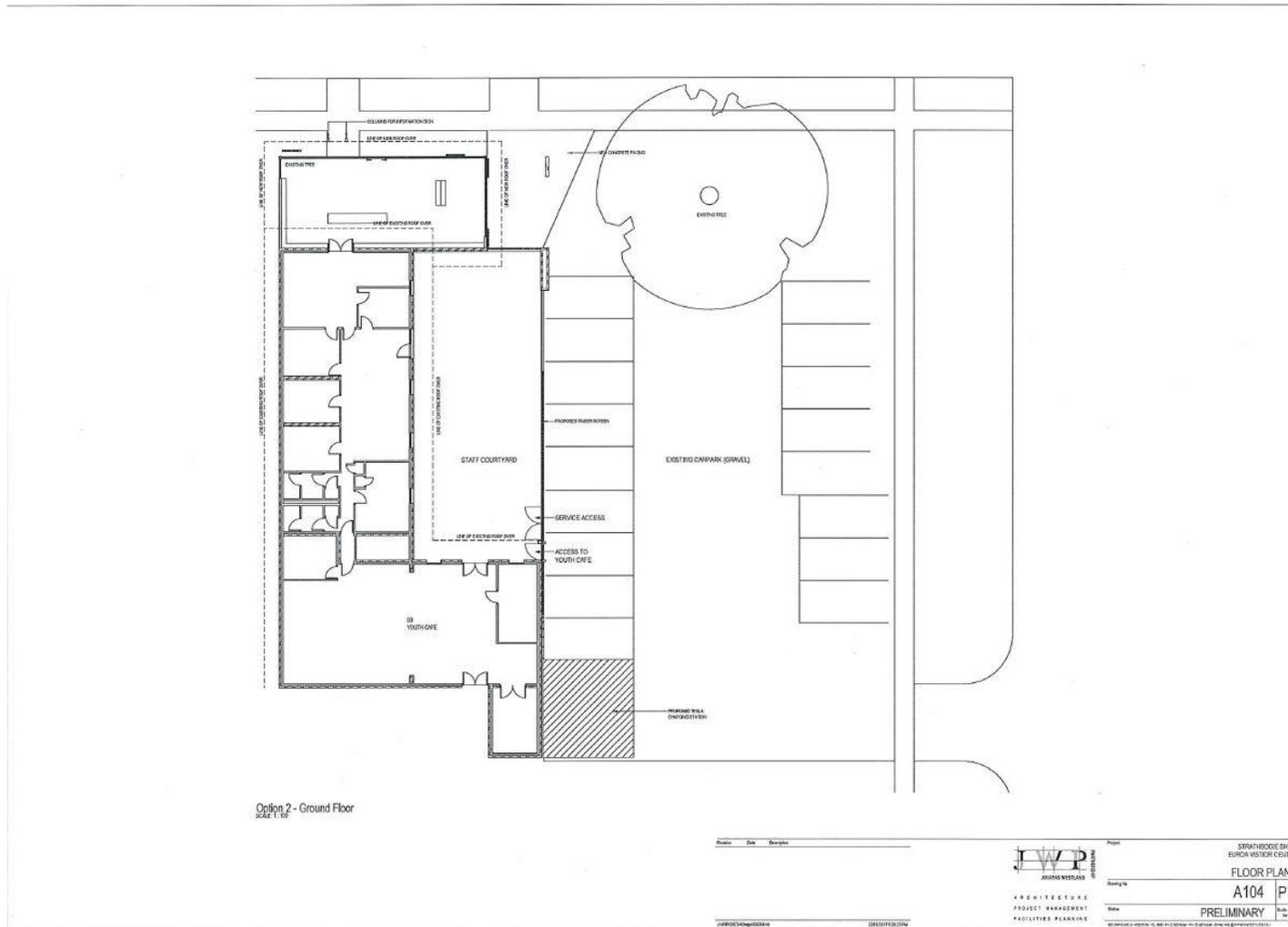
Euroa VIC: Elevations



Euroa VIC: Perspectives

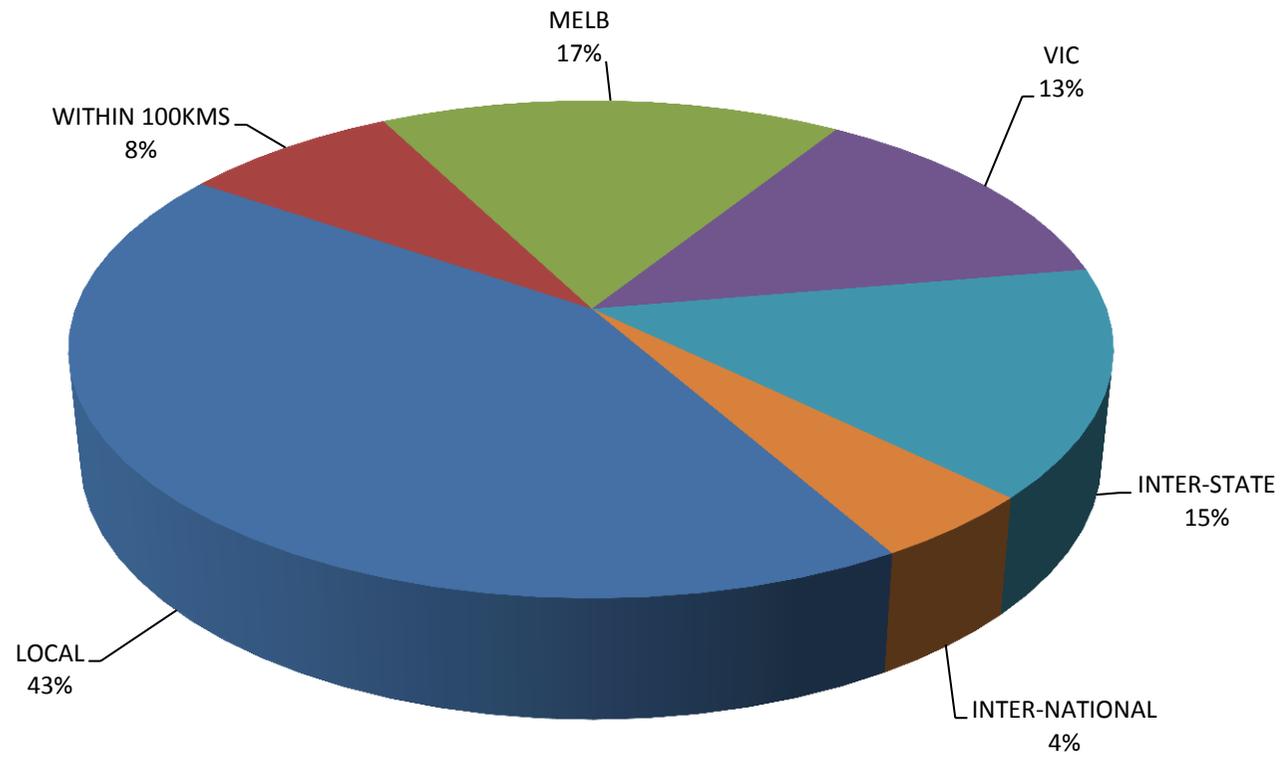


Euroa VIC: Site Plan



Euroa VIC: Option 2, Floor Plan

2018 Euroa Visitors' Postcodes Jan - Feb



	LOCAL	WITHIN 100KMS	MELB	VIC	INTER-STATE	INTER-NATIONAL
	3666. 3663	3608, 3630, 3660, 3672	3000 - 3207 8000 - 8399	3208 - 3999		
January	180	28	87	53	50	17
February	230	47	73	74	92	26
March	0	0	0	0	0	0
April	0	0	0	0	0	0
May	0	0	0	0	0	0
June	0	0	0	0	0	0
July	0	0	0	0	0	0
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
Total	410	75	160	127	142	43

**9.7.4 Sustainable Development Reference Group
- Draft Minutes of the Meeting held on 14 December 2017**

Author & Department

Team Leader, Environment & Economic Development / Corporate and Community Directorate

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

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

Summary

Attached are the draft meeting minutes of the Sustainable Development Reference Group held on 14 December 2017, for Council's endorsement.

Reports pertaining to recommendations / outcomes of the Sustainable Development Reference Group meeting are presented separately for consideration and determination - refer to Item 9.7.5 - Rate Rebates for Covenanted Land, and Item 9.7.6 - Sustainable Development Reference Group Charter Review.

RECOMMENDATION

That Council endorse the draft Minutes of the Sustainable Development Reference Group meeting held on 14 December 2017, noting that this Agenda includes separate reports in respect of Rate Rebates for Covenanted Land, and Review of the Reference Group's Charter.

Background

The Strathbogie Shire Council has resolved to appoint a Reference Group to advise policy and direction for sustainable development, to ensure that related activities meet the objectives and the vision of Council.

In 2014 the Council approved a new Terms of Reference for the committee and a new committee was appointed, to provide strategic direction for sustainable development to the Council.

Alternative options

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

Risk Management

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

Strategic links - policy implications and relevance to Council Plan

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

9.7.4 Sustainable Development Reference Group
- Draft Minutes of the Meeting held on 14 December 2017 (cont.)

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

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

Financial/Budgetary implications

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

Economic implications

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

Environmental/Amenity implications

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

Community implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal/Statutory implications

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

Consultation

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

Attachments

- Draft Minutes of the Sustainable Development Reference Group of 14 December 2017

Associated Reports

Item 9.7.5

- Council Report: Rate Rebates for Covenanted Land

Item 9.7.6

- Council Report: Sustainable Development Reference Group Charter Review

SUSTAINABLE DEVELOPMENT REFERENCE GROUP MEETING MINUTES



Thursday 14 December 2017
Conference Room, Council Offices
4.00pm – 5.30pm

Attendees

Cr Graeme (Mick) Williams	<i>(Chair)</i>	Cr Malcolm Little	<i>Councillor</i>
Charlie Brydon	<i>Friends of the Sevens Creek</i>	Shirley Saywell	<i>Euroa Environment Group</i>
David Jamieson	<i>Strathbogie Pine Action Group</i>	Peter Robinson	<i>Vic Farmers Federation</i>
Andrew Dunning	<i>Business Euroa</i>	Carole Hammond	<i>Strathbogie Shire</i>
Peter Scott	<i>Intensive Ag Industry</i>		

Apologies

Phil Howard	<i>Strathbogie Shire</i>		

1. WELCOME MEMBERS AND WELCOME TO COUNTRY	4.00pm
2. APOLOGIES Cr Kate Stothers has stepped down from the SDRG Committee and Cr Malcolm Little will take on the role of Councillor from the December meeting. A big thank you to Cr Stothers for being such a valued and active member of the SDRG for the last year, and all the very best to her and partner Lance at this time.	4.05pm
3. MATTERS ARISING FROM PREVIOUS MINUTES	4.10pm
4. ACCEPTANCE OF MINUTES That the November minutes of the Sustainable Development Reference Group be accepted. MOVED- A Dunning SECONDED- S Saywell CARRIED UNANIMOUSLY	4.40pm
5. COUNCIL PLAN ITEMS 5.1. <u>Roadside Weed and Pests Program 2017-19</u> Carole Hammond gave an update and overview of the RWPP. 5.2. <u>Sustainable Energy</u> 5.2.1. Murrindindi Shire & solar bulk buy Carole Hammond confirmed the Bogie Bulk Buy presentation to Murrindindi Shire Councillors at their December Council meeting was well received and that Murrindindi Shire has decided to go ahead with the same program design for their Shire commencing in January 2018. Moirra Shire Council and Greater Shepparton are both moving forward on adopting	4.45pm

Strathbogie's solar bulk buy program design.

As Murrindindi and Strathbogie Shire Councils are both keen to implement energy efficiency and renewable energy programs that benefit low income households, an addition to the solar bulk buy was also mentioned, involving Good Shepherd Micro Finance (GSMF), and the National Australia Bank (NAB). GSMF offer \$1500 no interest loans to low income (health care card holders) with no credit check, and have also partnered with NAB for a further \$3000 at 5% interest, aimed at the same demographic. Owing to their unique philanthropic socially progressive approach, they have a very low default rate. GSMF have indicated our energy programs qualify. GSMF operate across Victoria, and Yarra Energy Foundation are using them for a Victoria-wide energy efficiency program for the Vietnamese community.

RECOMMENDATION:

Invite Dean Kline, CEO of Yarra Energy Foundation, and Human Services to attend a Sustainable Development Reference Group meeting to talk about Good Shepherd Micro Finance, and what people in our community currently are experiencing in terms of energy hardship.

MOVED- D Jamieson

SECONDED- P Robinson

CARRIED UNANIMOUSLY

5.2.2. Council State Purchase Contract

Carole Hammond gave an overview of the changes to Council's energy suppliers from Energy Australia, and AGL managed by Procurement Australia, to the State Purchase Contract managed by Treasury and Finance, and that this is expected to save a considerable amount of money for council and community.

RECOMMENDATION:

That Council undertake a review of all its procurement methods in light of the Procurement Australia situation.

MOVED- A Dunning

SECONDED- D Jamieson

CARRIED UNANIMOUSLY

RECOMMENDATION

That the endeavours of our Team Leader Environment and Economic Development be applauded in picking these cost savings up.

MOVED- C Brydon

SECONDED- S Saywell

CARRIED UNANIMOUSLY

<p>6. RATE REBATES PROTECTED LAND</p> <p>The November SDRG recommended to endorse Trust For Nature covenanted properties across the Shire to receive a rebate based on their rates, and for delivery options to be presented for recommendation to Council.</p> <p>The rebate per hectare is \$25, capped at \$1000, totalling \$32,646 annually. Approximately 20 of our 53 covenanted properties will receive the full \$1,000.</p> <p>In response to advice from Trust for Nature, local economic development opportunities, and concerns that landowners may not work to maintain their properties, the following recommendation is put forward:</p> <p>RECOMMENDATION:</p> <p>That Strathbogie Shire Council include a rate rebate in the 2018/19 budget of \$25 per covenanted hectare, capped to \$1,000 on Trust for Nature covenanted properties within the Shire of Strathbogie totalling no more than \$33,000 annually, and that the rebate be provided to property owners in the form of a voucher for materials, equipment, training, works or other relevant items/services for enhancing the habitat and biodiversity values of their property, redeemable at local businesses across the Shire.</p> <p>MOVED- D Jamieson SECONDED- P Robinson CARRIED UNANIMOUSLY</p>	<p>5.10pm</p>
<p>7. OTHER BUSINESS</p> <p>7.1. <u>SDRG membership</u></p> <p>That the SDRG Charter review as per item 1.3 and include amendments as follows:</p> <ul style="list-style-type: none">- to include references to climate security at items 2 and 3,- update council strategies at item 3c, and- include membership from non-prescriptive groups and individuals with skills and experience in the sectors contributing to sustainable development,- that Trust for Nature and Department of Economic Development Jobs, Transport and Resources be added to Agency Representatives;- that Agency Representatives be considered as 'technical expertise' on an as needs basis, instead of committee members;- That item 13.3 be deleted;- That item 16.1 be amended to read "Members of the Committee are obliged to nominate any conflict of interest at the commencement of each meeting as a standing item." <p>The reviewed draft Charter is attached at Appendix 1.</p> <p>Item 12.1 Insurances will be clarified with relevant Council staff.</p> <p>RECOMMENDATION</p> <p>That the SDRG Charter be amended as detailed and circulated for further comment and approval and be sent to February's Council Meeting.</p> <p>MOVED- A Dunning SECONDED- C Brydon CARRIED UNANIMOUSLY</p>	<p>5.20pm</p>

RECOMMENDATION:

That Cr Malcolm Little be appointed to the committee.

MOVED- A Dunning

SECONDED- D Jamieson

CARRIED UNANIMOUSLY

Around the table

7.2 Break for Xmas Celebration

Snacks and beverages available in thanks to the voluntary efforts of the Committee and team over 2017.

9.7.5 Rate Rebates for Covenanted Land

Author & Department

Team Leader, Environment and Economic Development / Corporate and Community Support

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 December 2017 Sustainable Development Reference Group recommended to endorse Trust For Nature covenanted properties across the Shire to receive a rebate based on their rates, and for delivery options to be presented for recommendation to Council.

The recommended rebate per hectare is \$25, capped at \$1000, totalling \$32,646 annually. Approximately 20 of our 53 covenanted properties will receive the full \$1,000.

RECOMMENDATION

That Council consider in the 2018/2019 draft Budget a rebate process on Trust for Nature covenanted properties of \$25 per covenanted hectare, capped at \$1,000 per property.

Background

A conservation covenant with Trust for Nature is a voluntary, but legally binding agreement, that is placed on the property title to protect high quality remnant vegetation in perpetuity. Strathbogie Shire residents have demonstrated their passion for our unique and exceptional environment, placing covenants on 52 properties totaling nearly 2,520 hectares.

Currently there are over 1500 conservation covenants registered on title throughout Victoria protecting over 60 000Ha of high quality remnant vegetation.

Many Councils offer rate rebates supporting conservation covenants, for example Moira Shire Council, the City of Greater Shepparton, Yarra Ranges Shire, Nillumbik Shire Council and Macedon Ranges Shire, Mansfield shire, Mitchell Shire.

- Land conservation rebates are a cost effective environmental program for Local Government, in particular because the program utilises Trust for Nature as operational partners.

9.7.5 Rate Rebates for Covenanted Land (cont.)

- Such a program addresses one of the most complex ‘wicked’ problems of our contemporary era – that of conserving a community asset that isn’t apportioned a financial value. Thus *invaluable* flora and fauna remains in our region in perpetuity, assisted by Council’s rebate.
- Conservation covenants ensure more weed control (as weed and vermin control are part of the covenant), so there are fewer weeds in the environment and on public land.
- Trust for Nature conducts a site assessment for the quality of the vegetation and monitors the property every 5 years to ensure that the high quality of the vegetation is being maintained.
- The Council’s rebate voucher design allows for land management support, and income flows to local business across the Shire. This ensures conservation works and the land management sector are all benefitting from the Council’s program design. More businesses can put their hand up to be included on the list of approved suppliers as time goes on.
- Our program reduces the financial barrier some residents may feel toward placing a conservation covenant on a valuable area of their property.
- Local Governments from the Goulburn Broken Catchment and in the Port Phillip and Western Port Catchment with rate rebate schemes have not experienced a large increase in landholders wanting to enter a covenant after the scheme was introduced. Indeed in our CMA area, Trust for Nature and the CMA only support a maximum of two covenants per annum, owing to the significant legal costs subsidised by these organisations.

The overall goal of sustainable development is the long-term stability of the economy and environment, which is only achievable through the integration and acknowledgement of economic, environmental and social concerns through the decision-making process.

In an effort to integrate Strathbogie Shire land conservation into our local economy, and increase the affordability of conserving these precious hectares of land for our residents, Strathbogie Shire Council proposes that our rebates are offered via annual vouchers for works and services, materials, revegetation, weed and pest control, educational activities and other activities that benefit the covenanted land of concern. Vouchers in \$50 bundles will be distributed to ratepayers holding covenants to values equating \$25 per hectare capped at \$1000 per property. Local business specialising in rural land services, hardware merchandise, fencing, native vegetation, Landcare and Catchment Management Networks, Trust for Nature, Men’s Sheds for building nest boxes will all be included.

This sustainable development program benefits our land management, and local economy.

9.7.5 Rate Rebates for Covenanted Land (cont.)

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

Multiple actions under the following Council Plan Strategies support this program. Specifically, the actions within Sustainable Strathbogie 2030 (Council Plan Action 2.1.1 – currently in development) supports this program.

- 2.1 Promote and support sustainable environmental initiatives.
- 2.2 Mitigate and adapt to a changing climate.
- 2.3 Protect and enhance our natural environmental assets.

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

This program will require \$34,000 recurrent funding per annum.

Economic Implications

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

Environmental / Amenity Implications

The author of this report considers that the recommendation has no negative 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.

9.7.5 Rate Rebates for Covenanted Land (cont.)

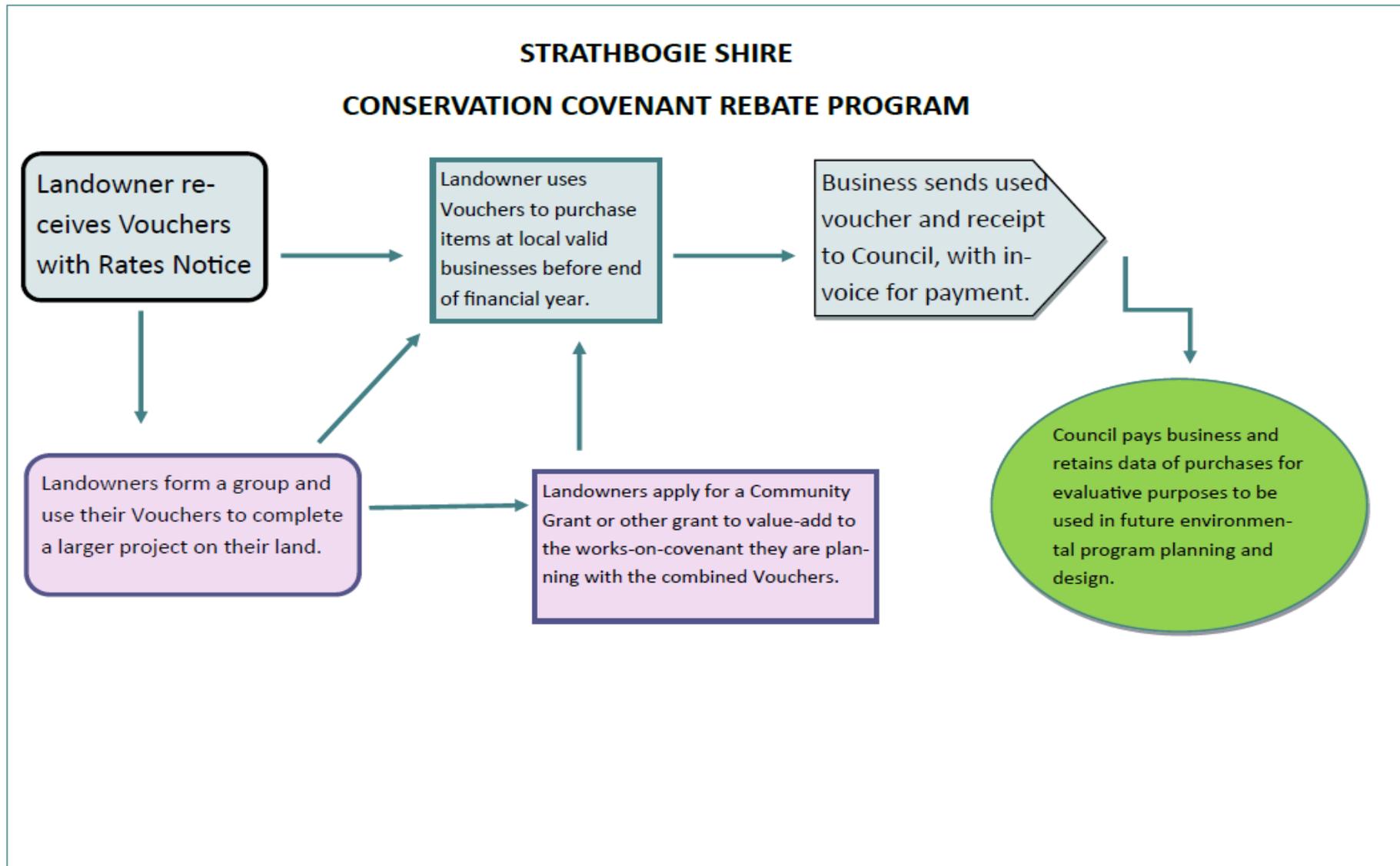
Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process, and underwent review through Council's Sustainable Development Reference Group, which includes members of the community, and included external stakeholders, including Trust for Nature.

Attachments

- Draft Land Covenant Voucher
- Flow chart: Conservation covenant rebate program

 <p>Strathbogie Shire Council ABN 50 882 781 013</p> <h1>Land Covenant Voucher</h1> <p>Valid to: 30/06/2019 Value \$ 50.00 Voucher No. 001</p> <p>Valid for: A.B. Smith Address: 109A Browns Cow Road, Boho VIC 3666</p> <p>Tel: (03) 5795 0069 for enquiries</p> <p>Supported by Trust for Nature and Strathbogie Shire Council</p>	<p>Strathbogie Shire Council</p> <h1>Land Covenant Voucher</h1> <p>Redeemed Date: / /</p> <p>Voucher No. 001 Valid to 30/06/2019</p> <p>Value: \$ 50.00</p> <p><i>Vendor to detach Voucher and attach receipt copy and invoice and send to:</i></p> <p><i>Environment & Economic Development, Strathbogie Shire Council, PO Box 177, Euroa VIC</i></p>
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9.7.6 Sustainable Development Reference Group Charter Review

Author & Department

Team Leader, Environment and Economic Development / Corporate and Community Directorate

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

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

Summary

The December 2017 Sustainable Development Reference Group recommended Council accept revisions to the group's Charter, as per item 15 of the SDRG Charter which maintains that Council carry's out regular reviews, or special reviews at the request of the Committee.

RECOMMENDATION

That Strathbogie Shire Council approve the Sustainable Development Reference Group Charter review and include amendments as follows:

- **to include references to climate security at items 2 and 3 (Responsibility of the Committee and Terms of Reference),**
- **update current council strategies at item 3c;**
- **include membership from non-prescriptive groups to include individuals with skills and experience in the sectors contributing to sustainable development;**
- **that Trust for Nature and Department of Economic Development Jobs, Transport and Resources be added to Agency Representatives;**
- **that Agency Representatives be considered as 'technical expertise' and recruited on an as-needs basis, instead of as standing committee members;**
- **That item 13.3 be deleted – *"The Committee shall hold an annual meeting in June each year".;***
- **That item 16.1 be amended to read *"Members of the Committee are obliged to nominate any conflict of interest at the commencement of each meeting as a standing item."***

9.7.6 Sustainable Development Reference Group Charter Review (cont.)

Background

The Sustainable Development Reference Group Charter was created in 2014 and has not be revised in the ensuing four years. In recent times two members have resigned, creating vacancies the SDRG would like to fill.

The 2014 Charter set up a number of courses of action that have since been found to require an updated revision;

1. Agency representatives from DELWP, Goulburn Valley Water etc were not able to attend meetings on a regular basis;
2. Skills and knowledge in certain sustainable development, environment and sustainability sectors are seen as having more usefulness in the reference group setting, rather than individuals from community groups;
3. Agency representatives and community groups can be called upon for their local and agency knowledge on an as-needs basis;
4. The 2014 Conflict of Interest requirements were viewed as onerous for a voluntarily resourced group, in that stating a conflict of interest before each meeting and minuting same as opposed to submitting a full return of pecuniary interest, is a more appropriate course of action.

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.

- 2.1 Promote and support sustainable environmental initiatives.

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 significant budgetary implications for Council or the broader community.

Economic Implications

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

9.7.6 Sustainable Development Reference Group Charter Review (cont.)

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

- Draft Sustainable Development Reference Group Charter 2018



SUSTAINABLE DEVELOPMENT REFERENCE GROUP CHARTER

DRAFT

Endorsed by Council: xx/0x/20xx

STRATHBOGIE SHIRE COUNCIL

CHARTER OF THE SUSTAINABLE DEVELOPMENT REFERENCE GROUP

1. CONSTITUTION

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

2. RESPONSIBILITY OF THE COMMITTEE

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

- Providing for the use and development of public land with the integration and acknowledgement of economic, environmental and social concerns throughout the decision making process.
- Protecting the Shire's natural environment and enhancing and maintaining ecological processes and genetic diversity.
- Enabling strategic planning decisions that enhance the Shire's climate security, ensuring safe and liveable urban and rural environments.
- Conserving and enhancing culturally or socially significant buildings or areas.
- Facilitating sustainable development.
- Balancing the present and future interests of all Shire residents and visitors.

3. TERMS OF REFERENCE

The role of the Sustainable Development Reference Group is to:

- a) Act as a reference group for developments and projects on public land for which Council seeks public input.
- b) Provide advice to Council on environmental and sustainable development initiatives that could be included into the Council Plan or budget process.
- c) Provide advice to Council on any new or reviewed Council Strategies which impact on the environment and/or sustainable land use planning. For example (but not limited to):
 - Roadside conservation
 - Renewable energy initiatives
 - Sustainable Strathbogie 2030
 - Climate adaptation planning
- d) Respond to requests by Council for advice in relation to sustainability, climate change adaptation, environmental and land use sustainability.

4. COMMITTEE MEMBERSHIP

4.1 The Council has resolved that the Committee shall consist of the following 12 representatives:

- Councillors (2)
- Council Officers (2, Director Innovation & Performance, Team Leader Environment & Economic Development)
- Representative for local agricultural producers (2)
- Representative for the built environment (1)
- Representative for local waterways/water harvesting/water storage (2)
- Locally active business representative (1)
- Representative of a locally active environmental group (1)
- Locally active renewable energy representative (1)

Agency Representatives (non-voting members)

4.2 The Council or Committee may second people with technical expertise as required for a temporary period from the following Agencies:

- EPA Victoria
- Department of Environment Land Water and Planning
- Goulburn Broken Catchment Management Authority
- Goulburn Murray Water
- Trust for Nature
- Department Economic Development Jobs Transport and Resources
- Other appropriate partners and agencies

5. TERM OF APPOINTMENT

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

5.2 Public members of the Committee appointed for a period of two (2) years shall be eligible for re-appointment to the Committee for a further term of one (1) year.

5.3 A member of the Committee may resign their position at any time.

5.4 The Committee is empowered to declare a Committee member's position vacant if that Member fails to attend 3 consecutive meetings without leave by resolution duly passed.

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

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

6. NOMINATION OF MEMBERSHIP

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

7. CHAIRPERSON

- 7.1 The Council will appoint any single Member of the Committee to act as Chairperson of the Committee for a period of 12 months.
- 7.2 In the absence of the Chairperson, the Committee may elect one of the members to preside as Chairperson at the meeting.
- 7.3 The role of the Chairperson shall be:
(a) To chair all meetings of the Committee.
(b) To act as the liaison person between the Committee and Council.

8. SECRETARY

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

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

9. REPORTING

- 9.1 The Committee shall submit minutes to the Council, as needed, as well as posting all minutes on the Council's website, and, in addition, shall submit an Annual Report not later than June in each year, for inclusion in the Council's Annual Report.

10. DELEGATIONS

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

11. FINANCES

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

12. INSURANCES

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

13. MEETINGS OF THE COMMITTEE

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

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

14. QUORUM

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

15. REVIEW

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

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

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

16. PECUNIARY INTERESTS

16.1 That Members of the Committee are obliged to nominate any conflict of interest at the commencement of each meeting as a standing item.

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

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

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Dated:

**9.7.7 Strathbogie Shire Council Audit Committee
- Draft Minutes of the Meeting held on Friday 15 December 2017**

Author / Department

Director, Corporate and Community / Corporate and Community Directorate

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

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

Summary

Attached are draft unconfirmed Minutes of the Audit Committee meeting held on Friday 15 December 2017.

RECOMMENDATION

- 1. That the draft Minutes of the Audit Committee meeting held on Friday 15 December 2017 be received.**
- 2. That Recommendations from the Audit Committee be endorsed.**

Background

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

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

Alternative Options

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

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.

9.7.7 Strathbogie Shire Council Audit Committee
- Draft Minutes of the Meeting held on Friday 15 December 2017 (cont.)

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

Draft Minutes of the Strathbogie Shire Council Audit Committee meeting held on Friday 15 December 2017.



STRATHBOGRIE SHIRE COUNCIL

**MINUTES OF A MEETING OF THE STRATHBOGRIE SHIRE COUNCIL AUDIT
COMMITTEE HELD ON 15 DECEMBER 2017 AT THE EUROA COMMUNITY
CONFERENCE CENTRE, COMMENCING AT 1.00 PM.**

Committee Members:	Ms Claire Taranto	-	Community Representative
	Mr Robert Gardner	-	Community Representative
	Mr Alister Purbrick	-	Community Representative
	Cr Malcolm Little	-	Council Representative (Substitute)
Officers:	Mr Phil Howard	-	Director, Sustainable Development / Deputy Chief Executive Officer
	Mr David Roff	-	Director, Corporate and Community
	Mr Chaminda Ranwala	-	Financial Accountant
Internal Auditors:	Mr Brad Ead	-	AFS & Associates
	Ms Imogen Guidi	-	AFS & Associates
External Auditors:	Tim Loughnan	-	Financial Audit Sector Director – Local Government - Victorian Auditor-General's Office

1. Welcome
2. Acknowledgement of Traditional Land Owners

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

3. Apologies

	Cr Graeme Williams	-	Council Representative
	Mr Steve Crawcour	-	Chief Executive Officer
	Mr Roy Hetherington	-	Director Community Assets

4. Disclosure of Interests

Representatives from Internal Auditors, AFS & Associates, declared a Conflict of Interest in Item 6.5 and left the meeting during discussion / determination of this matter.

5. Confirmation of Minutes

Confirmation of the Minutes of the Audit Committee meeting held on 15 September 2017

01/18 *ROBERT GARDNER/CLAIRE TARANTO* : *That the Minutes of the Audit Committee meeting held on 15 September 2017*

CARRIED

(Please note: The Chair voted on the Confirmation of the Minutes of the meeting held on 15 September 2017 due to Mr Alister Purbrick being an apology for that meeting)

6. Business

7. Items raised by Committee Members

8. Next Meeting

6.	Business	Report Page No.
	6.1 Internal Audit Reports <ul style="list-style-type: none"> • Internal Audit Program Status update • 2017-04 Past Issues Report • Summary Outstanding IA items • 2017-05 Customer Request Management • 2017-06 Economic Development Program Status Update 	1
	6.2 2016-17 Final Management Letter	1
	6.3 2016-17 VAGO Report on Local Government Audits	1
	6.4 Strategic Risk Register	2
	6.5 Internal Audit Tender	2
	6.6 Key Strategic Indicators <ul style="list-style-type: none"> • Confirm Enquiries and Job Intervention Analysis – November 2017 • Human Resources Reports 	2
	6.7 Shared Services Update	3
	6.8 Investigations / Chief Executive Officer Reports	3
	7. Items Raised by Committee Members	3
	8. Next Meeting - Friday 17 March 2018	3

6. BUSINESS

6.1 Internal Audit Reports

- Internal Audit Status Report
- 2017-04 Past Issues Report
- Summary Outstanding IA items
- 2017-05 Customer Request Management
- 2017-06 Economic Development

For the information of Audit Committee members copies of the above reports were distributed prior to the meeting for review.

RECOMMENDATION

That the Internal Audit Reports:

- Internal Audit Status Report
- 2017-04 Past Issues Report (with spreadsheet tracking outstanding items)
- 2017-05 Customer Request Management
- 2017-06 Economic Development

be noted, and note the importance of the Economic Development report and encourage Council and staff to implement the recommendations.

02/18 ROBERT GARDNER/MALCOLM LITTLE That the Recommendation be adopted, subject to the inclusion of the additional wording in the Recommendation, shown highlighted.

CARRIED

Notes:

1. Use of 'Elumina' terminology only, not 'Quicksafe'.
2. Updates were recommended to the Director, Corporate and Community's spreadsheet.
3. List Economic Development update report for next meeting.

6.2 2016/2017 Final Management Letter

The Final Management Letter has now been received (for discussion).

RECOMMENDATION

That the report be noted.

03/18 ALISTER PURBRICK/ROBERT GARDNER : That the Recommendation be adopted.

CARRIED

6.3 2016-17 VAGO Report on Local Government Audits

The Auditor General's Office has released a report on findings in the Local Government sector for the 2016-17 audits and a link to the report is shown below.

On Page 28 Strathbogie is listed as having two high risk issues which relate to:

- Accounts payable user access and EFT payment approval which relates to the need for two officers to authorise Masterfile changes and EFT approvals. Officers believe this has now been addressed and it is included in the Final Management Letter
- Asset reconciliation variance which relates to the linkage between the finance and asset Systems. This is also addressed in the Final Management Letter.

<https://www.audit.vic.gov.au/sites/default/files/2017-11/20171129-Local-Government-16%E2%80%939317.pdf>

RECOMMENDATION

That the report be noted.

04/18 MALCOLM LITTLE/ALISTER PURBRICK : That the Recommendation be adopted.

CARRIED

6.4 Strategic Risk Register

Council's Risk Management Framework and systems provides the guidance to ensure it adequately manages its risks. The Strategic Risk Register Report is used to brief Council through the Audit Committee on the current strategic risks being faced and how they are being managed.

The Strategic Risk Register was provided to Committee members.

RECOMMENDATION

That the Committee provide feedback on the Strategic Risk Register, and request for the next meeting an introductory report that details all initial 'high to extreme' ratings which justifies the final risk rating.

05/18 ALISTER PURBRICK/ROBERT GARDNER : That the Recommendation be adopted, subject to the additional wording in the Recommendation, shown highlighted.

CARRIED

2.24 p.m.

AFS & Associates representatives left the meeting.

6.5 Internal Audit Tender

The Contract for Internal Audit Services has expired and it will be necessary to call quotations/tenders for the service

The relevant Clause in the Contract states:

2.1 The Service Provider will provide Council with internal Audit services for an initial contract term of three years commencing 1 April 2012 to 31 March 2015, with Council having the option to renew the contract for a further two year term. The exercise of the option will be subject to agreement with the contractor of the price at the commencement of the option period in determining whether to exercise the option Council will consider the contractor's performance against the key performance indicators described at section 3.6.

The option was exercised and although the contract would have expired in March 2017 it is felt that the current year's program should be completed with any new contract to apply from 1 June 2018.

A specification will be prepared with a view to the Committee reviewing responses at its March 2018.

RECOMMENDATION

That the Committee note the process for procuring Internal audit services.

06/18 ROBERT GARDNER/ALISTER PURBRICK : That the Recommendation be adopted.

CARRIED

2.30 p.m.

AFS & Associates representatives returned to the meeting

6.6 Key Strategic Indicators

Provided to Audit Committee members for their information were details of outstanding Confirm Enquiries. Human Resources Reports to 30 November 2017.

RECOMMENDATION

That these items be noted.

07/18 MALCOLM LITTLE/ALISTER PURBRICK : That the Recommendation be adopted.

CARRIED

6.7 Shared Services Update

Audit Committee members were provided with an update on the Shared Services project.

RECOMMENDATION

That the verbal report be noted.

08/18 MALCOLM LITTLE/ROBERT GARDNER : That the report be noted.

CARRIED

6.8 Investigations / Chief Executive Officer Reports

A verbal briefing of any investigations currently being undertaken by Council was given to the Committee.

RECOMMENDATION

That the verbal report be noted.

09/18 MALCOLM LITTLE/ROBERT GARDNER : That the Recommendation be adopted.

CARRIED

7. ITEMS RAISED BY COMMITTEE MEMBERS

- Alistar Purbrick - requested 'Infrastructure Gap' report for next meeting.
- Alistar Purbrick - requested a report on 'grant / funding' success against like Councils
- David Roff - advised Committee on Audit of 'Committees of Management'

8. NEXT MEETING

Meeting dates have only been set up until the end of 2017 and it is recommended that dates for 2018 be:

- Friday 23 March
- Friday 15 June
- Friday 14 September
- Friday 14 December

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 3.10 P.M.

Confirmed as being a true and accurate record of the Meeting

.....
Chair

.....
Date

9.7.8 Proposed Veterans Integrated Support Service

Author & Department

Chief Executive Officer / Executive Services Directorate

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

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

Summary

The proposed Veterans Integrated Support Service is a collaborative joint-initiative between Strathbogie Shire Council, Euroa Health and Veterans off the Streets Association (VOTSA). The three organisations have formed the 'Euroa Veterans Project Working Group' to scope the initial concept, engage potential stakeholders and progress the project to the Feasibility Study stage. The Working Group is chaired by the Mayor, Cr Amanda McClaren.

This report seeks Councils endorsement to proceed with advocacy to seek funding for the feasibility study.

RECOMMENDATION

That's Council support advocating to seek funding for the feasibility study for the Veterans Integrated Support Service to be based at Euroa Health.

Background

Council has been working with Euroa Health and VOTSA to bring to reality a Veterans Integrated Support Service, Euroa that will provide veterans suffering post Post-traumatic Stress Disorder (PTSD) with short term accommodation, wellbeing services, training and employment opportunities, as appropriate, to assist in their transition to civilian life and minimise their risk of homelessness. This project will allow a "springboard" back into the community.

Euroa Health has been chosen as the location as it is ideal due to the vacant buildings following the opening of the new 'GraniteHill' Aged Care facility..

Whilst more detailed service planning and modelling would occur as part of a Feasibility Study, and in subsequent engagement with stakeholders, initial concept planning is that it would:

- Be based at Euroa Health's now vacant Amaroo and Euroaville facilities, which previously provided 70 beds in total. (These buildings would be fully refurbished to make them fit for purpose.)
- Assist veterans suffering PTSD, particularly homeless veterans and those at risk of homelessness, to transition from military service to civilian life.

9.7.8 Proposed Veterans Integrated Support Service (cont.)

- Not be an acute service provider, but provide veterans at risk of ‘falling through the cracks’ with a ‘spring board’ back to community life.
- Provide veterans with temporary supported accommodation including respite and short breaks from home as required. (The provision of temporary accommodation is particularly important given that many veterans return without a rental history and thus struggle to find rental accommodation).
- Offer wrap-around allied health and other wellbeing services as part of a comprehensively planned and case-managed suite of services tailored to individual veterans. Such services would be provided by external / third party services located with the Veterans Integrated Support Service Euroa (VISSE) facility or elsewhere.
- Partner with local service clubs and community organisations to provide engagement opportunities for veterans.
- Coordinate individually tailored employment-readiness training programs and arrange opportunities for veterans to participate in work placements including on local farms, related rural-based businesses, manufacturing industry, seasonal tourism and domestic home services in order to assist their skills, confidence and job-readiness.

Establishment of the service would result in substantial economic benefits for Euroa, Strathbogie Shire and the wider region. Such benefits would be associated with construction and related activity to refurbish the Amaroo and Euroville facilities, and with the ongoing operation of the service. Ongoing operation would result in direct jobs, as well as indirect jobs and economic activity in other sectors of the regional economy. Meanwhile, the allied health and other services which the service would attract to Euroa could potentially service the wider community and thus support population retention and growth, as could veterans’ participation in training and employment schemes that supports older local residents with domestic and home maintenance tasks.

A Feasibility Study would seek to identify and quantify the economic benefits as part of a full cost-benefit analysis.

Alternative Options

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

Risk Management

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

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.

9.7.8 Proposed Veterans Integrated Support Service (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 there are no capital or recurrent budget considerations at this stage.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

The author of this report considers that there is 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 there are no legal or statutory implications which require the consideration of Council.

Consultation

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

Attachments

Nil.

9.7.9 Submission to Review of the Local Government Act

Author & Department

Chief Executive Officer / Executive Services Directorate

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

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

Summary

The State Government released the exposure draft of the Local Government Bill 2018 (LGA) on 12 December 2017. Submissions on the exposure draft close on 23 February 2018. This report seeks Councils endorsement to make a submission in relation to Draft LGA.

RECOMMENDATION

1. That Council endorse the following items as a submission to the exposure draft of the Local Government Act 2018.
 - a. “Part 2 Councils” of the New Local Government Draft Bill 2018 Number 2; that the section remains unaltered from the Local Government Act 1989 whereby; Council may be unsubdivided, all single wards, uniform multi-member wards, non-uniform multi-member wards, mixed single and multi-member wards.
 - b. “Part 5 Rates and Charges” of the New Local Government Draft Bill 2018 Number 25 to include for rating purposes land that is used for commercial purposes and operating electronic gaming machines; solar farms; forestry / logging; reverse mining not be exempted from rates and charges. Also the ability to have more differentials.
 - c. “Part 3 Policy and Decision Making” of the New Local Government Draft Bill 2018 Number 11 in relation to joint council meetings, Council does not support these proposed changes.
2. That Council support the Municipal Association of Victoria (MAV) submission to the exposure Draft Local Government Act 2018.

9.7.9 Submission to Review of the Local Government Act (cont.)

Background

The current Local Government Act 1989 is over 450 long and has become cumbersome in its operation and current thinking. Therefore the Local Government Victoria (LGV) has through various technical working groups, sector input and workshops developed an exposure draft of the Local Government Act 2018 for comment / feedback. One of the fundamental changes detailed in the exposure draft is the intent to use regulation and guidance rather than detail through legislation. This is a fundamental shift in that it minimises Parliament's determination of practice in the sector and places it with the Minister. It is important for the local government sector to properly consider the implications of this in the context of its autonomy and authority. At a minimum, the content of regulations and best practice guidelines need to be subject to detailed consultation with the sector and to be finalised well in advance of any compliance deadlines specified in the Act.

Another important issue for the sector to consider is the proposed requirement for additional plans and policies. A council will now be required to develop:

- a community vision of at least 10 years
- a four-year council plan
- a four year budget
- a financial plan for at least the next 10 years
- an assets plan for at least the next 10 years
- a revenue and rating plan for at least the next 4 financial years

A council will also be required to have a:

- workforce plan
- council expenses policy
- CEO employment and remuneration policy
- Community engagement policy
- Public transparency policy
- Governance rules
- Complaints policy
- Procurement policy
- Councillor gifts policy
- Financial policies that give effect to the financial management principles

While onerous on all councils, these additional obligations have the potential to place an unnecessary burden on the smaller financially challenged councils

Alternative Options

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

9.7.9 Submission to Review of the Local Government Act (cont.)

Risk Management

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

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 there are no capital or recurrent budget considerations at this stage.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

The author of this report considers that there is 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 there are no legal or statutory implications which require the consideration of Council.

Consultation

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

Attachments

Nil.

**9.7.10 Tourism, Arts and Culture Advisory Group
- Draft Minutes of the Meeting held on Tuesday 5th December, 2017**

Author & Department

Manager, Tourism, Arts and Culture / Corporate and Community Directorate

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

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

Summary

Attached are the draft minutes of the Tourism, Arts and Culture Advisory Group for the meeting held on Tuesday 5th December, 2017.

RECOMMENDATION

That Council endorse the draft Minutes of the Tourism, Arts and Culture Advisory Group meeting held on Tuesday 5th December, 2017.

Background

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

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

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

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

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

9.7.10 Tourism, Arts and Culture Advisory Group
- Draft Minutes of the Meeting held on Tuesday 5th December, 2017 (cont.)

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

- Draft minutes of the Tourism, Arts and Culture Advisory Committee meeting held on Tuesday 5th December 2017

TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES



Tuesday 5th December 2017
Meeting Room 2 (Old SES Building), Shire Offices
5.30pm

Attendees

Cr Debra Swan	<i>Councillor</i>	Cr Alistair Thomson	<i>Councillor (CHAIR)</i>
Debra Ellis	<i>Strathbogie Shire</i>	Dan Capobianco	<i>Business Euroa</i>
Claire Taylor	<i>Strathbogie Shire</i>	(Position Vacant)	<i>Nagambie Lakes Tourism and Commerce</i>
Admin Support (Alana Morrison)	<i>Strathbogie Shire (MINUTE TAKER)</i>	Janelle Toomey	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>	Tess Egan	<i>Community Representative</i>
Rosa Purbrick	<i>Community Representative</i>	Kristen MacKenzie	<i>Community Representative</i>

Apologies

Leanne Hulm	<i>Goulburn River Valley Tourism</i>	Tom Broadhurst	<i>Community Representative</i>
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ITEM
1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY
2. APOLOGIES Leanne Hulm
3. TEAM LEADER TOURISM ARTS AND CULTURE POSITION UPDATE
<ul style="list-style-type: none"> • Welcome to Claire Taylor and introductions from the group - Claire has sent an email around to the advisory group since commencing her new role as Manager Tourism Arts and Culture at the Strathbogie Shire Council. Claire comes from a strong background of Tourism and Events, and has come from GOTAFE where she was teaching hospitality, tourism and events. She has lived in the shire for 8 years after making a tree change, and is excited to assisting with the development in shire. - Alistair asked the rest of the advisory group to introduce themselves to Claire and to state why they wanted to be involved with the group. - Deb Ellis didn't introduce herself, as Claire is already familiar with her through the Strathbogie Shire Council. - Tess joined as she is interested in creating a schedule of events for the shire as she has been trying to do for many years. She moved to the shire 33 years ago and is an artist and ran a gallery here although most of her work is now in Sydney. - Janelle is the Director at Best Design Lights in Melbourne which is design around hospitality businesses. She also is the owner of Bank St Pizza in Avenel and a board member of Goulburn River Valley Tourism. - Rosa didn't introduce herself as she is familiar with Claire - Kathi bought a property 15 years ago near Polly McQuins. She and her husband are both architects and they have started a practice in the area. She is interested in arts, culture and tourism and particularly in urban design and how it makes people feel. - Deb Swan is a councillor and has lived in the shire for 22 or 23 years. Before becoming a councillor, she was involved with Nagambie Lake Tourism and Commerce, and taught at a TAFE in Melbourne. She considers herself a part time painter and is interested in developing the tourism and arts space regionally. Deb was also on the original board of Goulburn River Valley Tourism - Dan already knows Claire also, but he is representing Business Euroa and as a member of the community - Alistair has lived in the area for 15 years. He is the councillor for the Mt Wombat ward. He is interested in developing community

- Kristen has lived in the shire for 8 years, and prior to that she lived in Ardmona/Shepparton for 15 years. She is a teacher and is interested in bringing more culture to the community through arts and Tourism

Rosa also noted that as there are many artists in the group, she has been contacted by people involved in the new Shepparton Court House as they are interested in putting local and indigenous artwork on display in there when complete. She suggested everyone keep an eye out for the ads.

- Update on Nagambie Lakes Tourism and Commerce replacement representative
Claire has contacted Nagambie Tourism and Commerce after the standing down of the representative at the last meeting to find out if they have a replacement. They have nominated Andrea Richards who has a background in events. Claire is tabling at the meeting today, and everyone is happy with this to go ahead.

4. STRATEGY/PLAN DEVELOPMENT

- Any further examples to discuss

Claire has provided copies of a draft survey to the group by email and has received some comments back. She also met with her counterpart, Simone Hogg, from the Wodonga City Council, and she went through how their strategy and plan was developed, which will help a lot with the planning stage. A copy is available on the Wodonga Council's website. The idea behind the survey was to do something this year and draw feedback to see if our ideas align with community.

Dan is not receiving emails, so his email address needs to be updated.

- Community consultation/survey discussion

Claire had received some feedback around the draft survey about questions 1, 2, and 3. It is important to know the location for grant opportunities and to know where the responses coming from Kathi – are we going to survey people who don't live in the shire

Deb Swan – agrees as Nagambie's population is doubled by tourists for 6 months of the year

Claire – yes we will survey people away from the shire that is what the 'other' response is for.

Claire received feedback around question 5 and question 6, about how specific we need to be, as tourism is very broad. Is it arts and culture that will bring tourism?

Deb Swan – it is important to give examples as some people in rural areas may not register what art or culture means

Kristen – it is important to remind people of other types of arts such as metal or wood

Claire – so would we like to include some prompts?

Kristen – perhaps we can break it up, by formatting extra questions

Claire – do we include or exclude equine? Is it making it too broad?

Kathi – my worry is if we include specific things, then people will expect that next year. Maybe we need to cover with a broad statement.

Dan – have we worked out our mission statement? If we don't have foundations it can make it difficult. Any data is great but by defining our statement, we can say to the community we want you a part of this and we can judge the data to determine if it falls into line. We need to find out if we exist first.

Kathi – yes we could ask the community what is your mission, or what does it mean to you

Janelle – is that dangerous?

Dan – we could ask what do they love? what do they connect with? We are representing them but it will give us a further insight

Alistair – so we want to know what people think without the tick boxes. What activities are you interested in?

Kathi – what you love about this area?

Deb Swan – is it too broad? Should we channel it a bit towards a tourism arts focus?

Dan – what is the end game?

Claire – it is to start conversations, nothing has happened this year and people want to see what this group is doing. We can utilise the events that are already happening.

Dan – can we get a database, so we can then send out targeted emails?

Claire – yes, the survey has a question for people's contact details, so they we can get into more deeper conversations

Alistair – so will question 5 and 6 be more open ended?

Kathi – yes we have ideas, but be great to capture further
Kristen – can we separate the questions, one open-ended and one with tick boxes that will give some people ideas who can't think clearly
Deb Swan – can we use the tick boxes as examples instead of answers, to give people an idea
Claire – what about question 6, do you want that question?
Deb Ellis – is there anything missing?
Deb Swan – no ticks boxes in the question either
Janelle – I think the tick boxes are helpful
Kristen – should we separate that question as well?
Claire – so you don't want specifying in question 6
Kathi – I think we need to keep it broad, not making any promises
Deb Swan – well we do need to do something
Deb Ellis – with the feedback, we can decide what we will do
Kathi – if we talk about the strategy with them, then they will understand the purpose
Kristen – I think if we split it out and make the open-ended question first, then closed next, so that they give some of their own ideas before looking at our closed ideas.
Claire – so should we keep question 7, 8, 9 and 10?
Dan – is 7 a bit like 6?
Claire – what about, what are you currently involved in the arts and culture sector?
Deb Swan – or if you could have one thing, what would it be?
Claire – or what makes it unique?
Deb Swan – the communities in the shire are very diverse. They each see their own features as unique. Does it need to be created? Can we leave it for another date when we want to drill down further?
Claire – what about the challenges?
Deb Ellis – if there are challenges, they will share them.
Claire – yes we should keep the negative out. So we will keep the further comments, and the last question will get out database.

- Update on markets

Claire would like to use the markets for community consultation. The markets that will be attended by the group are Violet Town Market on 9th December, Nagambie Christmas Carols on the evening of 9th December, Avenel Market on 10th December, and Euroa Farmers Market on 16th December.

- Assistance with community consultation marquee

Claire asked if anyone would be able to assist her at the markets. Kristen can help at Violet Town, Deb Swan will help at Nagambie, Alistair can help at Avenel, and Tess and Kathi can help at Euroa.

Janelle also requested it be put on Facebook to the community noticeboards, so community members are aware. Claire will follow up with the Comms team at council.

5. NAGAMBIE WATER TOWER PROJECT

- Juddy Roller Studios update – rescheduled visit
- Visit with GV water to discuss artistic opportunities

Rosa said that this hasn't happened yet. Deb Ellis hasn't heard back from Juddy Roller. She will follow up to organise visit to happen early in 2018.

6. URBAN PLANNING

- Update on presentation to Council on opportunity for public art on toilet blocks

Kathi's presentation was very helpful to the councillors and urban planning will try to be incorporated where possible

7. COUNCIL INFRASTRUCTURE ASSETS

- Update/progress

Deb Ellis said there have been no further updates regarding the list of council assets but she will follow up

8. MY COMMUNITY PLATFORM

- Update/progress in regards to ATDW
- Tourism statistics

Dan is meeting with Leanne next week from Goulburn River Valley Tourism next week regarding the Australian Tourism Data Warehouse. GRVT are currently going through a restructure so there may be more clarity next week. It would be good to encourage groups to use it and advertise their events. It is free for community events, and although the algorithms aren't perfect, it will get there. Kathryn Maddox was going to follow up with the Comms Group to begin building awareness. Claire suggested organising workshops next year.

9. ARTIST DIRECTORY

- Update on Nth East Artisan group visit to Benalla
- Further development of a list of artists

Kristen visited the North East Artisan group in Benalla, and was told we are welcome anytime as a group or individuals. Claire also visited on her way back from Wodonga last week and spoke with a volunteer about how it has started and was shown around. Alistair suggested it would be easier to visit individually than try to coordinate a group trip.

10. EUROA VIC

- Comments regarding proposed designs

The Euroa VIC was discussed at the last council meeting and they would like the designs to be circulated to this group for comment.

Alistair – the background around this – it is the Hub currently serves as the visitor information centre. They are looking to explore relocation. It has been discussed with the current volunteers and there is a drop in information session on Friday.

Kathi – it is an uninspiring building

Deb Swan – both Euroa VIC and the Nagambie toilet block has timber slatting. My concern is that it doesn't provide space for any artwork and it will require maintenance. It is very plain

Kathi – it could be plastic timber slatting, but yes could be anywhere.

Kristen – it needs to be inviting to be, have a place to create arts and showcase. The slats make it look walled in

Kathi – it looks like the front of the council building

Deb Swan - the Cobram Library uses a wave for the timber and it is a lot more interesting

Kathi – the building needs to represent the community and raise enough curiosity to invite people in

Dan – It needs to draw people in. If it doesn't, then we should just keep using what we have.

Janelle – we need to allow the architecture to sing

Kathi – why don't we use the bricks from Euroa, they are great and not used very much in the area

Janelle – there are people in Beaumaris who are fighting to not knock down buildings with bricks like in the design

Rosa- could we do sculptures?

Deb Swan – there is a limited budget for the project. I think they are looking for what we don't like, not how we can improve it

Tess – can I ask why they want the building to go in that location? Is it because the shire already owns the land

Alistair – there has always been a desire to link the park and the main street, and obviously it is a bonus that the shire already owns the land. There is also car parking opportunities, and the car chargers, and also lots of buses use the toilets.

Kathi – I am happy to put together another presentation regarding urban design, or we could use student architects

Janelle – I think we need to remember that not everything has to have art on it, as somethings will eventually become outdated and it is a phase at the moment

Kathi – I have connections for student architects and it would be a great opportunity for them to design and then their design built

Deb Swan – we need to give our opinions back to council

Kathi – could we have a competition with judging for the architects?

Deb Swan – we are under time constraints also as they are wanting to get it going

Janelle- it has potential as it is in the right location, but needs to fit the purpose and budget

Kathi – Yes there is a budget constraint of \$100,000 which I am not sure will be enough
Janelle – the idea of having student architects is a good one, but it will be a long process
Kathi – can the timeline be pushed back?
Alistair – the lease ends in October 2018
Kathi – can it be extended?
Alistair – they are trying to avoid doing that
Dan – we could use shipping containers in the mean time
Janelle – it is very difficult to use shipping containers, currently working on a restaurant from containers and they are very warped
Alistair – can we decide which of the two designs we like better?
Rosa – option 2
Janelle – agree
Alistair – it should reflect the character of Euroa
Dan & Janelle - agree

11. NAGAMBIE TOILET BLOCK DEVELOPMENT

- Further comments regarding proposed designs

Claire – Nagambie toilet block development had been discussed at previous meeting. Rosa really liked the second design. Claire will find and send around.
Kathi – will send her urban design presentation to Claire and Dan for their viewing
Deb S- there is limited opportunity as the Nagambie Tourism Centre has already been approved

12. ONLINE COMMUNICATION PLATFORM

N/A

13. OTHER BUSINESS

Kathi – my son recently graduated from university as an artist. I have organised an exhibit for him and his girlfriend at the Flour Mill on 16th March 2018. I will send around some invitations. I am hoping it will be the start of RMIT graduates displaying their art in regional Victoria. Hopefully this will be the launch and it will become ongoing

Rosa – spoke at the beginning regarding Shepparton Court House and applications for artists to apply to exhibit

Tess – CDMA is commencing a 10 year program where they are documenting gum trees and creating a tree trail and agricultural trail

Kristen – at the next meeting can we discuss the philosophy to help inform decisions, would be also good to discuss colours and branding

Dan – I can send out one question at a time emails to get the colour scheme rolling and to help nail down what our feelings out

At the next meeting we will discuss frequency of meetings

14. MEETING CLOSED 7:05pm

15. NEXT MEETING Tuesday 13th February at 5:30pm

Actions	PERSON RESPONSIBLE
Completion of minutes and distribution to members	Alana Morrison/Deb Ellis
Finalise Community Consultation Survey in hard copy and online	Claire Taylor
Circulate hard copies of survey's throughout shire where appropriate	Claire Taylor
Comms Department to format appropriate content for Facebook to advertise the Community Consultations	Claire Taylor
Circulate revised designs for Nagambie Toilet Block	Claire Taylor
Discussion with ATDW in relation to inclusion of some form of local branding to increase usage	Dan Capobianco
Provide an update on Council Infrastructure Assets	Deb Ellis
Follow up with Juddy Roller Studios	Deb Ellis

**9.7.11 Access and Disability Advisory Committee
– Draft Minutes of the Meeting held on Friday 2 February 2018**

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

Attached are the draft minutes of the Access and Disability Advisory Committee meeting held on Friday 2 February 2018.

RECOMMENDATION

That Council endorse the draft Minutes of the Access and Disability Advisory Committee meeting held on Friday 2 February 2018.

Background

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

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

The Access and Disability Advisory Committee Terms of Reference were adopted by Council on 23 February 2016.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

9.7.11 Access and Disability Advisory Committee
– Draft Minutes of the Meeting held on Friday 2 February 2018 (cont.)

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

Draft minutes of the Access and Disability Advisory Committee meeting held on Friday 2 February 2018.

**ACCESS AND DISABILITY ADVISORY COMMITTEE
MEETING MINUTES**

Friday 2 February 2018
Under the Sun, Strathbogie
10am-12pm



Attendees

Tracey Reid	Strathbogie Shire	Vicki Bell	Community Representative
Cameron Fraser	Strathbogie Shire	Verena Weinmann	Community Representative
Milla Morris (Minute Taker)	Strathbogie Shire	Amanda Watkins	Community Representative
Kathryn Foster (Chair)	Rural Access Officer	Ashley Hamer	Access and Support Officer
Cr Graeme Williams	Councillor		

Apologies

Bruce Braines	Strathbogie Shire		
Grace Kenworthy	Community Representative		
Vicki Bell	Community Representative		

<p>1. WELCOME MEMBERS Kathryn welcomed members of the Committee and thanked everyone for their attendance. Huge thank you to Verena for all her hard work and good luck on the move to Mansfield</p>	
<p>2. APOLOGIES Received from Bruce Braines (maybe taken over by Uwe due to restructure), Grace Kenworthy and Vicki Bell</p>	
<p>3. CONFIRMATION OF PREVIOUS MINUTES Tracey Reid moved that the minutes of the previous meeting held on the 24 November 2017 be confirmed. Cameron Fraser seconded the motion.</p>	
<p>4. ACTIONS FROM PREVIOUS MEETING</p> <p>a. ACCESSIBLE WRITTEN INFORMATION: Tracey to follow up with Karen about setting a new date and to gauge interest from other staff to attend training. A free event, but must have committed attendees. May invite Shepparton to participate to get larger number of participants.</p> <p>ACTION: Kathryn will send out an Accessible Written Information Expression of Interest form to Tracey to book session with Karen Oswald.</p> <p>ACTION: Tracey to book Accessible Written Information</p> <p>b. Euroa Growth Management Strategy Consultation Plan to be brought to ADAC for review in 2018. The plan will be circulated when it goes out for consultation</p> <p>c. Carer Support Group in Euroa Ashley reported that she had:</p> <ul style="list-style-type: none"> • researched some carer support groups- closest is Benalla (mainly focuses on aged care support, very little for children or disability support) • Jenny from Murchison Neighbourhood House would be happy to help 	

<p>facilitate and hold meetings at the Neighbourhood house</p> <ul style="list-style-type: none"> • Activities would include: <ul style="list-style-type: none"> ○ Group conversation ○ Peer support ○ Chat/ discussion ○ Combat rural isolation ○ Skills building ○ Self care • Kathryn has contacted "Everything Carers" and has had little response • Carer's Vic offer information sessions which could be utilised as part of the Carer's support group • Expressions of Interest to be sought from the community • Face to face consultation/ listening post or survey monkey- seek both positive and negative feedback to ensure continuous improvement and understand things to avoid. • Follow up will need to be undertaken with community after initial consultation completed <p>ACTION: Kathryn to consult with Brendan Patterson about previous carer's support group in Euroa</p> <p>ACTION: Kathryn will be meeting with Nicole O'Brien from Inspired Carer's</p>	
<p>5. GUEST SPEAKER No Guest speakers this meeting</p>	
<p>6. RURAL ACCESS OFFICER UPDATE Kathryn Access All Areas Film Festival</p> <ul style="list-style-type: none"> • No one attended children's session • 7 people attended main screening • Query as to whether it can be replayed- Kathryn to consult Bardig Screening • Sensory screening an opportunity to engage community and attract tourism particularly as Shepparton doesn't provide the same service • Kathryn attended cinema committee meeting in January and they were open to the opportunity, depending on projectionists- Kathryn to approach Katherine and Brendan • Community consultation on best times to screen movies • Contemplate carer companion cards (free or discounted entry) • Explore the Planned Activity Group committee <p>ACTION: Kathryn to discuss sensory screenings with projectionist Brendan Patterson</p> <p>Good access= good event checklist</p> <ul style="list-style-type: none"> • Shepparton/ Moira/ Strathbogie collaboration <p>ACTION: Kathryn to circulate Good Access= Good Events checklist draft for comment</p> <p>Don't park in the blue spot competition (Design a poster)</p> <ul style="list-style-type: none"> • Plan to adapt to suit Strathbogie Shire • Explore options to engage Euroa Secondary College by inviting "Change 1 Life" workshop, then use those participants to share with primary schools and implement "Don't park in the blue spot" competition to create a more meaningful experience <p>ACTION: Kathryn and Milla explore implementation of this program further</p>	

<p>7. ASSETS UPDATE</p> <ul style="list-style-type: none"> • Bruce an apology- Uwe may take over Bruce's role in ADAC due to council restructure. • Councillor Williams reported that curbing being installed at base of Strathbogie to coincide with Apex track to make it more mobility scooter friendly • Councillor Williams reported that listening posts were conducted regarding Nagambie Boardwalk, Toilets and Euroa Third Age club, feedback seemed positive 	
<p>8. PLANNING UPDATE Cameron- nothing new to report</p>	
<p>9. CORRESPONDANCE AND COMMUNITY CONCERNS Vicki Bell letter to council regarding Thursday Community Bus</p> <ul style="list-style-type: none"> • ADAC invited to assembly of Council in March • Benalla Bus lines to provide usage data with monthly invoice • Shelter/ pick up- behind library? <p>ACTION: Tracey to advise ADAC members of assembly date</p> <p>ACTION: Plan to meet and discuss presentation before the assembly- Amanda, Grace, Vicki and Kathryn</p>	
<p>10. GENERAL BUSINESS</p> <p>Parliament has opened submissions for regulation of mobility scooters and looking at implementing legislation</p> <ul style="list-style-type: none"> • What mobility scooter problems need addressing? • Should there be training? • What accidents have occurred and why • What assessments should be conducted? <p>Councillor Williams extended the invitation for Kathryn to attend road safety meeting in Shepparton to increase network and present submissions to parliament regarding scooter safety</p> <p>Scooter storage at train station</p> <ul style="list-style-type: none"> • Problematic for citizens to leave their scooter due to theft and safety <p>ACTION: Kathryn to explore possibilities of a shed or locking device to secure unattended scooters</p> <p>ACTION: Kathryn to investigate funding from VLINE for Scooter security</p> <p>Fencing under the train underpass difficult for mobility scooters and wheelchairs to manoeuvre through and block the line of travel</p> <p>ACTION: Kathryn to contact VICTRAK to see if underpass barriers can be removed</p> <p>Recruitment- new members needed</p> <p>ACTION: Tracey to explore advertising/ create media release</p> <p>Schedule 2018- All agree to keep meetings</p> <ul style="list-style-type: none"> • Fridays • 10am to 12pm 	

<ul style="list-style-type: none"> • Rotation of venues • Every 6 weeks • Special meetings can be called if necessary • Regenerate the face book group • See meeting schedule below <p>Suggestion of a community group member to come out and consult with ADAC such as a health representative or action group rep to discuss accessibility issues that they may have noticed in their area or what feedback they have had</p> <p>ACTION: Tracey to extend invitation to Community Action Groups to attend ADAC meetings</p>	
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Next Meeting:
Graze on Clifton
Friday 16th March 2018
10am to 12pm

Actions	Person Responsible
Kathryn will send out an Accessible Written Information Expression of Interest form to Tracey to book session with Karen Oswald. Tracey to book Accessible Written Information	Kathryn/Tracey
Kathryn to consult with Brendan Patterson about previous carer's support group in Euroa	Kathryn
Kathryn will be meeting with Nicole O'Brien from Inspired Carer's	Kathryn
Discuss sensory screenings with projectionist Brendan Patterson	Kathryn
Kathryn to circulate Good access= good event checklist draft for comment	Kathryn
Kathryn and Milla explore implementation of this program further	Kathryn/ Milla
Tracey to advise ADAC members of assembly date	Tracey
Plan to meet and discuss presentation before the assembly	Amanda, Grace, Vicki and Kathryn
Kathryn to explore possibilities of a shed or locking device to secure unattended scooters	Kathryn
Kathryn to investigate funding from VLINE for Scooter security	Kathryn
Kathryn to contact VICTRAK to see if underpass barriers can be removed	Kathryn
Tracey to extend invitation to Community Action Groups to attend ADAC meetings	Tracey
Tracey to explore advertising/ create media release	Tracey

Access and Disability Advisory Committee (ADAC)
Meeting Schedule 2018

DATE:	TIME:	LOCATION:	CHAIR:	GUEST SPEAKER:
Friday 2 nd February	10am-12pm	Strathbogie Under the Sun Café	Kathryn	
Friday 16 th March	10am-12pm	Euroa Graze on Clifton	Kathryn	
Friday 27 th April	10am-12pm	Nagambie Mitchelton	Kathryn	
Friday 8 th June	10am-12pm	Violet Town Venue TBC	Kathryn	
Friday 20 th July	10am-12pm	Avenel Café 28 Livingstone St	Kathryn	
Friday 31 st August	10am-12pm	Longwood Venue TBC	Kathryn	
Friday 12 th October	10am-12pm	Ruffy Ruffy Produce Store	Kathryn	
Friday 23 rd November	10am-12pm	Euroa Council Chambers	Kathryn	
Monday 3 rd December	International Day of People with Disability			
* Venues may be subject to change, please consult your emails regularly to ensure the correct location!				

**9.7.12 2018 Euroa Gift
- Sponsorship Request**

Author & Department

Visitor Economy and Events Coordinator / Corporate and Community Directorate

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

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

Summary

The Euroa Memorial Oval Committee of Management have submitted a request for \$3,000 per annum for three years to sponsor the Euroa Gift 1600m Handicap event.

Attached to this report is the request letter for Council consideration.

RECOMMENDATION

For Council decision.

Background

In late 2017 the Euroa Rotary Club handed over the management of this event to the Euroa Memorial Oval Committee of Management. They hope that this action, coupled with the holding of the Euroa Farmers Market at this event, will put a new face to the event and to the degree that it can be regarded as a new entity.

They are requesting that Council give consideration to granting the 'Gift' new event status for the next three years and are seeking a sponsorship grant of \$3,000 per annum to assist in developing the event to major status, (\$9,000 in total).

The Shire has sponsored this event since its inception (4 years); for a total of \$9,000 in grants and sponsorship funding.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The following alternatives have been identified for the consideration of Council.

- *Cash sponsorship*
- *In kind sponsorship*
- *Cash and in-kind sponsorship*
- *No sponsorship*

9.7.12 2018 Euroa Gift
- Sponsorship Request (cont.)

Risk Management

This is the first request for sponsorship being put before the current Council. The decision is for Council, and the risk management factors to consider would be reputational in respect of support or decline.

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"* through our mission of *"To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services"*.

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

Adequate funds are available within the budget.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

The author of this report considers that the matter under consideration did not require a community consultation process due to the nature of the request.

Attachments

- Sponsorship request from Euroa Memorial Oval Committee of Management
- Tourism Impact Summary Report

9.7.12 2018 Euroa Gift
- Sponsorship Request (cont.)

Euroa Memorial Oval Committee of Management

The CEO

Mr Steve Crawcour

Strathbogie Shire

Binney St, Euroa. 3666

December 21st 2017

Dear Steve

I would like to inform you that next year's Euroa Gift will be run on March 17th 2018. In growing the "Gift" as a tourist attraction and a major sporting event, the March Farmers' Market is to be conducted at the Euroa Memorial Oval on the same day. No doubt this will increase the crowd factor for the event and make it a great community activity.

The Euroa Rotary Club has handed the reins over to The Euroa Memorial Oval Committee of Management and we hope that this action, coupled with the market puts a new face to the event to the degree that it becomes a new entity.

Accordingly, I am requesting that Council give consideration to granting the 'Gift' new event status for the next three years and hope that it sees fit to grant us \$3 000 per annum to assist us in developing the event to major status.

This year the Shire sponsored the 1600metre Handicap which proved to be a very popular event with a record number of competitors entering. We are requesting that the Strathbogie Shire once again sponsor this race. Sponsorship of \$3000 on top of our growing sponsor base would ensure another successful running of this event or 3 years sponsorship totaling \$7000.

We have worked hard to attract sponsors from outside of our immediate area. This year we had CBRE and Joss Holdings from Wodonga supporting us. The enthusiasm displayed by the CBRE group indicates that they are keen to not only be visible with sponsorship, but to assist in attracting other supporters in the coming years.

We look forward to your positive consideration of this request.

Yours sincerely

Laurie O'Brien

On behalf of Euroa Memorial Oval Committee of Management

9.7.12 2018 Euroa Gift
- Sponsorship Request (cont.)

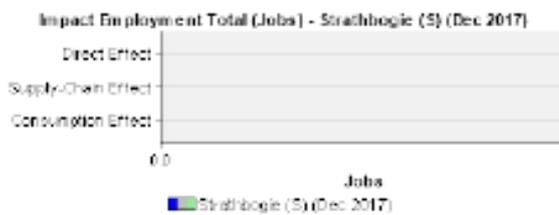
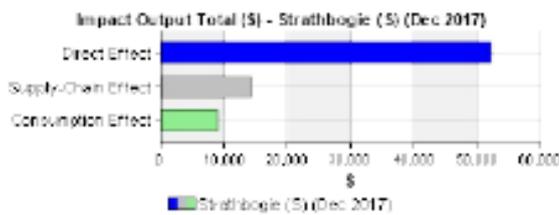


Tourism Impact Summary Report for Strathbogie (\$) (Tourism Activity: 1 days)

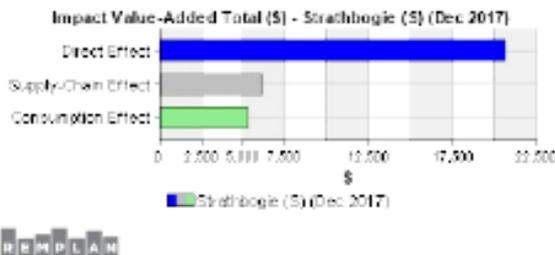
Tourism Impact Scenario

Name	Euroa Gift			
Duration	1 days			
Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	400	200	0	600
Number of Nights	n/a	1.00	0.00	
Estimated Expenditure per Visitor (\$)	\$74	\$112	\$0	
Total Estimated Expenditure (\$)	\$29,600	\$22,400	\$0	\$52,000

Tourism Impacts



9.7.12 2018 Euroa Gift
- Sponsorship Request (cont.)



Under this scenario Gross Region Product is estimated to increase by \$31,878 dollars (0.01%) to \$505,344,386 dollars. Contributing to this is a direct increase in output of \$52,000 dollars, 0 additional jobs, \$10,846 dollars more in wages and salaries and a boost in value-added of \$20,564 dollars.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$14,275 dollars, 0 more jobs, \$3,066 dollars more paid in wages and salaries, and a gain of \$6,080 dollars in terms of value-added.

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

Impact	Type 1 Multipliers
Output	1.275
Employment	0.000
Wages and Salaries	1.283
Value-added	1.296

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$8,906 dollars, employment by 0 jobs, wages and salaries by \$1,915 dollars, and value-added by \$5,234 dollars.

Under this scenario, total output is expected to rise by \$75,180 dollars. Corresponding to this are anticipated increases in employment of 0 jobs, \$15,828 dollars wages and salaries, and \$31,878 dollars in terms of value-added.

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

Impact	Type 2 Multipliers
Output	1.446
Employment	0.000
Wages and Salaries	1.459
Value-added	1.550

Tourism Impact Summary (Tourism Activity: 1 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$)	\$52,000	\$14,275	\$8,906	\$75,180	1.275	1.446
Long Term Employment (Jobs)	0	0	0	0	0.000	0.000
Wages and Salaries (\$)	\$10,846	\$3,066	\$1,915	\$15,828	1.283	1.459
Value-added (\$)	\$20,564	\$6,080	\$5,234	\$31,878	1.296	1.550

**9.7.13 2018 Euroa Spring Family Festival
- Sponsorship Request**

Author & Department

Visitor Economy and Events Coordinator / Corporate and Community Directorate

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

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

Summary

The Euroa Memorial Oval Committee of Management have submitted a request for \$3,000 for sponsorship of the 2018 Euroa Spring Family Festival event.

This event falls into the time frame and would qualify for the Community Grants Program – Events Grants.

Attached to this report is the request letter for Council consideration.

RECOMMENDATION

For Council decision.

Background

The Shire granted a \$1,000 quick response grant to this event in 2017. In 2017, this event attracted around 800 participants.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The following alternatives have been identified for the consideration of Council.

- *Application to Community Grants Program – Events Grant*
- *Cash sponsorship*
- *In kind sponsorship*
- *Cash and in-kind sponsorship*
- *No sponsorship*

Risk Management

The decision is for Council, and the risk management factors to consider would be reputational in respect of support or decline.

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"* through our mission of *"To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services"*.

9.7.13 2018 Euroa Spring Family Festival
- Sponsorship Request (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

Adequate funds are available within the budget – currently.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

The author of this report considers that the matter under consideration did not require a community consultation process due to the nature of the request.

Attachments

- Sponsorship request from Euroa Memorial Oval Committee of Management
- Tourism Impact Summary Report

9.7.13 2018 Euroa Spring Family Festival
- Sponsorship Request (cont.)

Euroa Memorial Oval Committee of Management

Chairperson: Ken
Mobile: 0418 928 776

King Secretary: Laurie O'Brien
Mobile: 0417 376 546

P.O. Box 433
Euroa, 3666

21/12/2017

Mr. Steve Crawcour
CEO
Shire of Strathbogie

Dear Steve,

I write to you on behalf of the Euroa Memorial Oval Committee of Management, (EMOCOM) to request financial support from the Shire for the new and relaunched Euroa Spring Family Festival which we will be conducting at Memorial Oval on Sunday 11th November, 2018.

Could Council please address this request at its earliest convenience.

A sub-committee has been hard at work over the past few weeks to come up with a program which builds on the activities held this year on Sunday October, which catered for over seven hundred people. Feedback has been excellent with food and beverages well praised and the activities given a big tick by parents and children alike.

It is our intention to showcase the region's wine, food, beer and music in a family friendly environment with free activities for the children. It is our belief that this event will add to the town's calendar, engage the community and assist in raising funds for additional facilities at the Oval such as a children's playground.

We also envisage the follow up of hobby horse racing (as in Finland) to develop into an annual event which will attract people from regional, state and national areas in a celebration of the region's proud equine history.

As well as kids' events we will also be running hobby horse events for adults as the races and dressage in Finland has gone viral on the net with over 10 000 participants over there.

We would really enjoy the Councillors' participation in this event.

Accordingly, I am requesting \$3 000 to assist us with this event with the distinct possibility of extending this festival over the next few years with commensurate Council support.

Thank you for your consideration in this matter.

Laurie O'Brien
Secretary
EMOCOM

9.7.13 2018 Euroa Spring Family Festival
- Sponsorship Request (cont.)



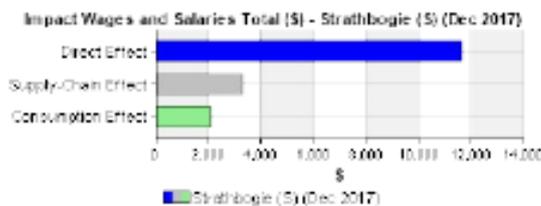
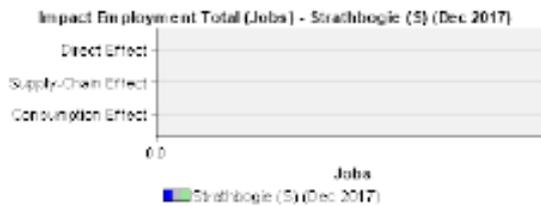
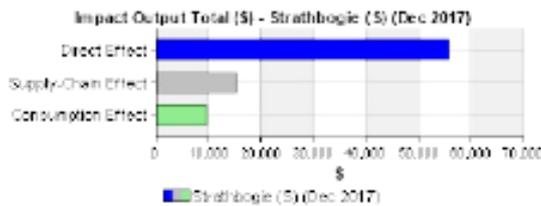
Tourism Impact Summary Report for Strathbogie (S) (Tourism Activity: 1 days)

Tourism Impact Scenario

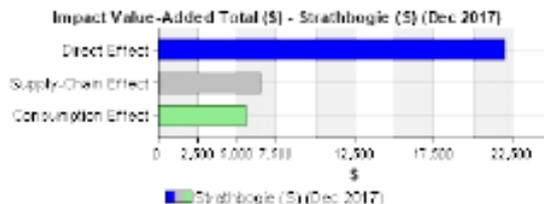
Name Euroa Spring Festival
Duration 1 days

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	600	100	0	700
Number of Nights	n/a	1.00	0.00	
Estimated Expenditure per Visitor (\$)	\$74	\$112	\$0	
Total Estimated Expenditure (\$)	\$44,400	\$11,200	\$0	\$55,600

Tourism Impacts



9.7.13 2018 Euroa Spring Family Festival
- Sponsorship Request (cont.)



Under this scenario Gross Region Product is estimated to increase by \$34,085 dollars (0.01%) to \$505,346,593 dollars. Contributing to this is a direct increase in output of \$55,600 dollars, 0 additional jobs, \$11,597 dollars more in wages and salaries and a boost in value-added of \$21,988 dollars.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$15,263 dollars, 0 more jobs, \$3,278 dollars more paid in wages and salaries, and a gain of \$6,501 dollars in terms of value-added.

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

Impact	Type 1 Multipliers
Output	1.275
Employment	0.000
Wages and Salaries	1.283
Value-added	1.296

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$9,522 dollars, employment by 0 jobs, wages and salaries by \$2,048 dollars, and value-added by \$5,596 dollars.

Under this scenario, total output is expected to rise by \$80,385 dollars. Corresponding to this are anticipated increases in employment of 0 jobs, \$16,923 dollars wages and salaries, and \$34,085 dollars in terms of value-added.

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

Impact	Type 2 Multipliers
Output	1.446
Employment	0.000
Wages and Salaries	1.459
Value-added	1.550

Tourism Impact Summary (Tourism Activity: 1 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$)	\$55,600	\$15,263	\$9,522	\$80,385	1.275	1.446
Long Term Employment (Jobs)	0	0	0	0	0.000	0.000
Wages and Salaries (\$)	\$11,597	\$3,278	\$2,048	\$16,923	1.283	1.459
Value-added (\$)	\$21,988	\$6,501	\$5,596	\$34,085	1.296	1.550

9.7.14 Council Policy Review
- Privacy and Data Protection Policy

Author & Department

Manager, Governance and Regulatory Services / Corporate and Community Directorate

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

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

Summary

A review of Council's Privacy and Data Protection Policy aims to ensure that Council complies with the provisions of the *Privacy and Data Protection Act 2014* in relation to the management, handling and storage of personal information. As the last review was carried out in June 2016, a review of Council's existing policy intends to provide an update to any legislative and reporting requirements for Council..

RECOMMENDATION

That Council adopts the Privacy and Data Collection Policy.

Background

As the last review was carried out in June 2016, a review of Council's existing policy intends to provide an update to any legislative and reporting requirements for Council.

This policy has been reviewed in order to:

- Establish a regime for the responsible collection, storage, handling and disclosure of personal information;
- Provide individuals with right of access to information about themselves which is held by the organisation;
- Provide individuals with the right to request correction and amendment of information about themselves held by Council, including information held by contracted service providers.

Council will comply with the ten Information Privacy Principles (IPPs) as set out in the Privacy and Data Protection Act 2014. The IPPs establish standards for the handling of personal and/or sensitive information including collection, use, disclosure, storage, security, accessibility and disposal. (See below for the IPPs in more detail).

Council will provide Privacy and Data Protection training to all new staff as part of the Corporate Induction Program, and refresher training where applicable.

Council has consulted with Office of the Privacy and Data Protection Commissioner and Local Government Victoria, while reviewing the current policy.

9.7.14 Council Policy Review
- Privacy and Data Protection Policy (cont.)

Alternative Options

The author of this report has considered potential alternative courses of action. No other feasible alternative have been identified.

Risk Management

To ensure that the policy is in compliance with the requirements under the *Privacy and Data Protection Act 2014*, *Freedom of Information Act 1982*, *Health Records Act 2001*, *Victorian Charter of Human Rights and Responsibilities Act 2006*, *Public Records Act 1973* and the *Local Government Act 1989 (Vic)*.

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

- Council's Privacy and Data Protection Policy.



PRIVACY AND DATA PROTECTION POLICY

COUNCIL POLICY	
Document ID	11581
Effective Date:	21 June 2016
Last Review:	May/June 2016
Current Review:	December 2017
Adopted by Council:	
Next Review Date:	Annually
Responsible Officer/s:	Director, Corporate and Community Manager Governance and Regulatory Services

1 Purpose

The purpose of this policy is to outline how Strathbogie Shire Council demonstrates its commitment to protecting people's right to privacy and ensuring the responsible handling of personal information.

2 Scope

These procedures support the implementation of requirements under the Privacy and Data Protection Act (PDP Act) for Council to ensure that all requests and decisions related to Privacy and Data Protection are undertaken in a consistent, fair and transparent manner.

3 Application

This policy applies to all Council employees, Councillors and contractors, specifically those persons responsible for receiving, managing and using personal and health information of individuals in carrying out Council business.

4 Definitions

Health information	Information or opinion about the physical, mental, psychological health of an individual, disability of an individual or a health service provided or to be provided to an individual, but does not include information about an individual who has been deceased for more than 30 years.
HPPs	Health Privacy Principles. A set of principles that are similar to the IPPs but specifically refer to the handling of health information.
IPPs	Information Privacy Principles. A set of principles that regulate the handling of personal information.
Personal information	Information or opinion, whether true or not and whether recorded in material form or not, about a living individual whose identity is apparent, or can reasonably be ascertained from the information or opinion.
Sensitive Information	Information or opinion about an individual's ethnic origins, religious beliefs, political opinions or association, philosophical beliefs, membership or professional association or trade union, sexual preferences or practices and criminal record.

5 Policy

Council is committed to complying with its obligations under the *Privacy and Data Protection Act 2014* (Victoria) (PDP Act), the *Health Records Act 2001* and federal privacy legislation. In particular, Council will comply with the Information Privacy Principles (IPPs) contained in the PDP Act.

6 Procedure

The PDP Act came into effect on 17 September 2014 and provides for the responsible collection and handling of personal information and establishment of a protective data security regime in the Victorian public sector.

The PDP Act replaced the Information Privacy Act 2000 and the Commissioner for Law Enforcement Data Security Act 2005. It merges the previous roles of the Privacy Commissioner and the Commissioner for Law Enforcement Data Security to create a single Commissioner for Privacy and Data Protection.

While personal information is usually handled by Council staff, Council may outsource some of its functions to third parties. This may require the contractor to collect, use or disclose certain personal information (e.g. waste collection). It is Council's intention to require contractors to comply with the Act in all respects.

Types of information held by Council include:

6.1 Personal Information

Whilst providing services to the community, Council holds certain personal information that is necessary for its functions. For example:

- name, address, property, bank account and other financial details of ratepayers for undertaking its rating and valuation services, town planning and building statutory functions and other property related services and enforcement activities.
- name, address and contact details of individuals who contact the Council with respect to requests or complaints related to Council services.

6.2 Sensitive Information

Council holds sensitive information that is necessary for its functions. For example:

- individuals receiving Council services related to maternal and child health, youth, aged and disability services, and counselling programs.
- personal information of employees, volunteers and contract service providers, relevant to their employment or contract with the Council.
- information pertaining to criminal records.

6.3 Health Information

Council may hold health information that is necessary for its functions. For example:

- information or opinion about the physical, mental, psychological health of an individual.
- disability of an individual or a health service provided or to be provided to an individual, but does not include information about an individual who has been deceased for more than 30 years.
- information about the immunisation status of school-based individuals.

6.4 Information Privacy Principles (IPPs)

IPP 1 - Collection

Council will collect personal information lawfully and fairly and only collect personal information that is necessary for its functions and activities, including:

- direct from the individual via an application form or correspondence, or in response to a request from Council.
- from third parties, such as contracted service providers, health service providers or the individuals authorised representatives or legal advisers
- from publicly available sources of information

- when legally required to do so.

As far as it is practicable to do so, Council will collect personal information about an individual direct from that individual. It will also inform the individual of the purpose(s) for which the information is collected, whom it will be disclosed to and how he/she is able to gain access to the information.

Council will not collect sensitive or health related information unless:

- the individual has consented
- it is required by law
- it is necessary to prevent or lessen a serious and imminent threat to the life, health or safety of an individual or the public
- it is necessary for the establishment, exercise or defence of a legal claim
- it is necessary for research, compilation and analysis of statistics relevant to government funded community programs.

Council will take reasonable steps to maintain the confidentiality of any personal information provided in confidence about an individual, by another person or a health service provider, in relation to the provision of care or health services to the individual.

Upon collection Council will inform the individual:

- why the information is being collected,
- to whom the information may be disclosed and why,
- any law that requires Council to collect the information,
- the consequences for the individual if all or part of the information is not collected, and
- the fact that he/she is able to gain access to the information.

If Council collects personal information about an individual from someone else, it will take reasonable steps to ensure that the individual is made aware of this.

Council will only collect personal information about a child under the age of 18 with the written consent of the child's parent or guardian.

However, in certain circumstances Council may exercise discretion in obtaining parental/guardian consent for the collection of young person's information where parental/guardian involvement may hinder the delivery of services to a young person. If a young person under the age of 18 years is living independently of their parents/guardian, permission to collect personal information may be provided.

IPP 2 Use and Disclosure

Council will only use personal information for the primary purpose for which it was collected (for example, levying rates, billing, collection of debts, property valuation, town planning and building approvals, provision of family and counselling services, community services and waste management services, enforcement activities and asset management) and any related purpose the individual would reasonably expect the Council to use or disclose the information to, or where the individual has consented to the use or disclosure.

The information may be disclosed:

- to Council's contracted service providers who manage the services provided by Council, including, waste collection, meal preparation for aged and disability services, environmental health inspections and infrastructure maintenance. Council will also require these service providers to maintain the confidentiality of the information and comply with the Information Privacy Principles in all respects.
- to statutory bodies (e.g. VicRoads, Goulburn Murray-Water) for the purposes of targeted consultation processes on major projects that could affect residents.
- to individuals for the purpose of serving a notice to fence as required by the *Fences Act*.
- to the Victorian and Australian Electoral Commissions for the compilation of voter rolls
- to statutory bodies (e.g. Centrelink, Child Support) for purposes required by relevant legislation.
- to Victoria Police, Australian Federal Police, fire department(s) or State Emergency Service or other appropriate agencies for emergency or law enforcement purposes only.
- where appropriate under another Act, including *Freedom of Information Act 1982*.
- in public registers that need to be maintained in accordance with other Acts, as a release of information relevant for the purpose for which the registers exist.
- to an individual's authorised representatives, health service providers or legal advisers.
- to Council's professional advisers, including accountants, auditors and lawyers.
- to organisations assisting the Council to perform statistical analysis for improving the services being delivered to the community. However, where practicable and reasonable, steps will be taken to de-identify the information.
- to an immediate family member of the individual, for emergency reasons, or if it is necessary to provide the appropriate care or health service to the individual.
- to any recipient outside Victoria, only if they are governed by substantially similar privacy principles or the individual has consented to the transfer or would be likely to give it, if it was practicable to obtain that consent.
- when legally compelled to do so (e.g. under direction of a court order).

IPP 3 Data Quality

Council must take reasonable steps to make sure that the personal information it collects uses or discloses is accurate, complete and up-to-date.

IPP 4 Security

Council will endeavour to maintain a secure system for storing personal information and will utilise appropriate technologies, security methods, operational policies and procedures to protect the information from unauthorised access, improper use, alteration, unlawful or accidental destruction and accidental loss.

Council will dispose of personal information where it is no longer necessary to fulfil the purposes for which the information was collected or as required by law. Retention of information will be considered in accordance with the *Health Records Act 2001* and the *Public Records Act 1973*.

IPP 5 Openness

Council must make publicly available its policies relating to the management of personal information.

IPP 6 Access and Correction

Council will provide individuals with access to their personal information on written request to the Privacy and Data Protection Officer, except in specific circumstances as outlined within the *Privacy and Data Protection Act 2014* and the *Freedom of Information Act 1982*.

If an individual is able to establish that the personal information is inaccurate, incomplete or out-of-date, the Council will take reasonable steps to correct the information.

If access or correction of the personal information needs to be denied, as required by law or relates to legal proceedings, or the release would pose a serious threat to the life or health of any person, or is classified as confidential information, the Council will give the individual the reasons for that decision as soon as practicable.

In the event that Council and an individual disagree about the veracity of the personal information held by Council, Council will take reasonable steps to record a statement relating to the disputed information, if requested by the individual.

Requests for Information by Third Parties

The *Privacy and Data Protection Act 2014* (Victoria) allows for the application of Information Privacy Principles (IPPs) to guide Council in considering disclosure of personal contact details with respect to ratepayer information

Under the IPPs, Council may disclose personal information for such a purpose as it is related to the facilitation of a statutory process and also that a ratepayer might reasonably expect disclosure to be made in this instance.

With respect to IPP 4 (data security), Council is required to take reasonable steps to protect such personal information from misuse. In this context, such requests must confirm the name and contact details of the organisation making the request.

A written assurance by the requesting body is required that the contact details will be used solely for the purpose of printing and mailing ratepayer letters and notifications as part of the reason for request, and that it will not be retained, copied or disseminated for unrelated purposes. The written assurance must also confirm that Council has informed name of company/person making request about the relevant IPPs.

A copy of the standard Council request to organisations is attached to this Policy, together with the Assurance letter to be completed by the requesting organisation.

IPP 7 Unique Identifiers

Council will only assign a unique identifier (i.e. a unique reference number) to identify a person if the assignment is reasonably necessary to carry out its functions effectively.

IPP 8 Anonymity

Where lawful and practicable, individuals may exercise the option of not identifying themselves when supplying information or entering into transactions with the Council.

IPP 9 Trans Border Data Flows

Council must only transfer personal information outside of Victoria if that data transfer conforms to the reasons and conditions outlined in the Acts.

IPP 10 Sensitive Information

Council will not collect sensitive information about you except in circumstances prescribed in the *Privacy and Data Protection Act 2014* (Victoria) or in circumstances where the information is both ethically pertinent and necessary to one of its functions.

7 Privacy Complaints

An individual may lodge a complaint with the Council's Privacy and Data Protection Officer regarding the handling of personal information. Council will commence an investigation into the complaint as soon as possible (but no later than 5 business days from receiving the complaint) and provide a written response. Such responses may be interim in nature to allow a full investigation to be carried out. .

Alternatively, individuals may lodge a complaint relating to personal information with the Office of the Victorian Privacy Commissioner, about a Council act or practice that may be an interference with their privacy. However, the Commissioner may decline to deal with the complaint, if the complainant has not first complained to the Council.

8 Public Interest Disclosures

This is a written determination provided by the Commissioner which allows for departure from compliance with the IPPs (except IPP-4 data security and IPP-6 access and correction). The Commissioner must be satisfied that the public interest in the departure from privacy provisions *substantially outweighs the public interest* in complying.

Council may apply in writing for a determination that –

- An act or practice of an organisation is in contravention of an IPP or approved code of practice
- The public interest in engaging in the act or practice *substantially outweighs the public interest* in complying with the IPP or code of practice.

9 Appointment of a Privacy and Data Protection Officer

Council's Coordinator Customer Relations is Council's Privacy and Data Protection Officer, responsible for overseeing the implementation and monitoring performance of the *Privacy and Data Protection Act 2014* (Victoria), *Health Records Act 2001* and Council's Privacy and Data Protection Policy. The Privacy and Data Protection Officer is also responsible for the handling of enquiries, complaints and breaches relating to the management of personal or health information.

10 Further Information

Copies of this policy are available from Council's Euroa office and on Council's website www.strathbogie.vic.gov.au.

Further information with respect to Council's Privacy and Data Protection Policy and its handling of personal information can be obtained from Council's Privacy and Data Protection Officer on (03) 5795 0000.

11 Records

Record	Retention/Disposal Responsibility	Retention Period	Location
Reconciliation Statement	Coordinator Records Management	7 years	109A Binney Street Euroa, VIC 3666

12 Attachments

Attachment A – Template form relating to disclosure of personal contact details of ratepayers.

Attachment B – Template letter to be sent by Council outlining obligations under Information Privacy Principles for requests to access information on ratepayer database.

13 References

Privacy and Data Protection Act 2014 (Victoria)
Privacy Act 1998 (Australia)
Freedom of Information Act 1982
Health Records Act 2001
Public Records Act 1973
Fences Act 1968
Information Privacy Principles (Australian Government – Office of the Australian Information Commissioner)
Local Government Act 1989 (Victoria).
Strathbogie Shire Records Management Policy

14 Charter of Human Rights and Responsibilities Act 2006 and the Equal Opportunity Act 2010

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.

ATTACHMENT A

(TO BE PLACED ON ORGANISATION'S LETTERHEAD)

I, of
.....

have read and understood Strathbogie Shire Council's Privacy and Data Protection Policy relating to the disclosure of personal contact details with respect to ratepayer information.

I confirm that the disclosed information has been requested for the purposes of:

(Please record purpose of request)

Once signed, this document forms the written assurance required that the contact details will be used solely for the purpose outlined above and will not be retained, copied or disseminated for any other purposes. The information will be destroyed when it has been used for the purpose for which it was obtained.

Signed.....
.....

Name.....
.....

Title.....
.....

Company:.....
.....

Date

ATTACHMENT B

(TO BE PLACED ON COUNCIL LETTERHEAD)

Enquiries: Privacy Officer
Telephone: (03) 5795 0000
Our Ref:

Date

Address

Dear

PROVISION OF DETAILS FROM RATEPAYER DATABASE

The Privacy and Data Protection Act 2014 (Victoria) allows for the application of Information Privacy Principles (IPPs) to guide Council in considering disclosure of personal contact details with respect to ratepayer's information.

It is understood that the contact information has been requested for the purposes of *insert reason for request*.

Under the IPPs, Council may disclose personal information for such a purpose(s) as it is related to the facilitation of a statutory process and also that a ratepayer might reasonably expect disclosure to be made in this instance.

With respect to IPP 4 (data security), Council is required to take reasonable steps to protect such personal information from misuse. In this context, such requests must confirm the name and contact details of the organisation making the request. It is acknowledged that *name of person or company* has already provided adequate information in this respect as part of the request.

A written assurance is required that the contact details will be used solely for the purpose of printing and mailing ratepayer letters and notifications as part of the *reason for request* and will not be retained, copied or disseminated for unrelated purposes.

The written assurance also confirms that Council has informed *name of company/person making request* about the relevant IPPs.

I would be grateful if you could sign the attached assurance, on *company name* letterhead, and return it to Council at your earliest convenience. A copy of the ratepayer information will then be forwarded to you for the purposes you have stated.

Yours sincerely

Council Privacy and Data Protection Officer

9.7.15 Council Policy Review **- Fraud and Corruption Policy**

Author & Department

Manager, Governance and Regulatory Services / Corporate and Community Directorate

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

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

Summary

As a result of a 2012 VAGO report and its accompanying recommendations, all Victorian Councils have been required to review and implement their respective Fraud and Corruption Policies, including any procedures and strategy documents, as well as training for its Councillors and staff. As the last review was carried out in June 2015, a review of Council's existing policy and strategy document intends to provide an update to any legislative and reporting obligations for Council.

RECOMMENDATION

That Council adopts the Fraud and Corruption Policy and the Fraud and Corruption Prevention Strategy.

Background

As the last review was carried out in June 2015, a review of Council's existing policy intends to provide an update to any legislative and reporting requirements for Council.

The policy review has incorporated:

- Well-articulated prevention policy, procedures and management.
- Detection and investigation of all occurrences of fraud and corruption.
- Prosecution, or if more appropriate, the implementation of disciplinary action in relation to ALL detected offences, including minor instances of fraud or corruption.
- Application of appropriate disciplinary penalties.
- Training of all employees in ethics, privacy and fraud and corruption awareness activities.
- Specialised training (if required) of employees involved in fraud and corruption control activities.
- External scrutiny of fraud and corruption control activities.

9.7.15 Council Policy Review
- Fraud and Corruption Policy (cont.)

In accordance with the Fraud and Corruption Prevention Procedures, all fraud and corruption investigations are to be reported to Council and to the Audit Committee. All proven instances of fraud and corruption must be reported to the Independent Broad-based Anti-Corruption Commission (IBAC) and the relevant Minister for further action. Matters may subsequently be referred to Victoria Police.

Council has consulted with Independent Broad-based Anti-Corruption Commission (IBAC) and Local Government Victoria (LGV), while reviewing the above policy, procedures and strategy documents.

Alternative Options

The author of this report has considered potential alternative courses of action. No other feasible alternative have been identified.

Risk Management

To ensure that the policy is in compliance with the requirements and guidelines set under the *Crimes Act 1958 and Independent Broad-based Anti-Corruption Commission (IBAC) Act 2011 (Vic)*.

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

9.7.15 Council Policy Review
- Fraud and Corruption Policy (cont.)

Legal / Statutory Implications

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

Consultation

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

Attachments

- Council's Fraud and Corruption Policy.
- Council's Fraud and Corruption Prevention Strategy.



FRAUD AND CORRUPTION POLICY

COUNCIL POLICY	
Document ID	18891
Effective Date:	17/12/2002
Last Review:	16 June 2015
Current Review:	December 2017
Adopted by Council:	
Next Review Date:	Biennially
Responsible Officer/s:	Director, Corporate and Community Manager Governance and Regulatory Services

1. PURPOSE

- To confirm that Council will not tolerate fraudulent behaviour and to ensure that all Councillors, staff, contractors, third party service providers, funding recipients and its clients have a clear understanding of their responsibilities in regard to fraud control.
- To provide guidance in relation to establishing a culture of proactive control, prevention, detection and response to fraud and corruption risk at Council

2. SCOPE

Fraud control management procedures will be set out to establish a mechanism to:

- Ensure Councillors and staff are aware of their responsibilities in relation to ethical conduct
- Protect Council's assets and reputation
- Ensure a sound ethical culture at Council
- Ensure management commitment to identifying risk exposures to fraud and to establishing procedures for control, prevention, detection and response.

3. APPLICATION

This policy applies to the Council, Councillors, all Council employees, volunteers and those outsourced functions performed by external service providers.

4. DEFINITIONS

Fraud As defined by the AS 8001-2008 fraud is dishonest activity causing actual or potential financial loss to any person or entity including theft of moneys or other property by employees or persons external to the entity and where deception is used at the time, immediately before or after the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information for personal financial benefit.

Common types of fraud include:

- Theft (Section 74, Crimes Act 1958)
- Obtaining property by deception (Section 81, Crimes Act 1958)
- Obtaining a financial advantage by deception (Section 82, Crimes Act 1958)
- False accounting (Section 83, Crimes Act 1958)
- Falsification of documents (Section 83A, Crimes Act 1958) and
- Secret commissions (Section 176, Crimes Act 1958)

Corruption defined by AS8001-2008 is dishonest activity in which a director, executive, manager, employee or contractor of an entity acts contrary to the interests of the entity and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity.

Management means the Chief Executive Officer, Directors and Managers.

Protected Disclosure The Protected Disclosure Act 2012 provides that a person may confidentially disclose information that shows or tends to show that:

- (a) A person, public officer or public body has engaged, is engaging or proposes to engage in improper conduct; or
- (b) A public officer or public body has taken, is taking or proposes to take detrimental action against a person.

5. PRINCIPLES

Fraud and corruption prevention is based on the following principles:

- Strong, well-articulated prevention policy, procedures and management.
- Detection and investigation of all occurrences of fraud and corruption
- Prosecution, or if more appropriate, the implementation of disciplinary action in relation to ALL detected offences, including minor instances of fraud or corruption.
- Application of appropriate disciplinary penalties.
- Recovery of proceeds of fraudulent activity.
- Training of all employees in ethics, privacy and fraud and corruption awareness activities.
- Specialised training of employees involved in fraud and corruption control activities.
- External scrutiny of fraud and corruption control activities.
- In accordance with the Fraud and Corruption Prevention Procedures, fraud and corruption investigations must be reported to, the Audit Committee and Council. Matters may subsequently be referred to Victoria Police. All proven instances of fraud and corruption must be reported to the relevant Minister and Independent Broad-based Anti-Corruption Commission (IBAC).

6. POLICY

The Council will promote and enforce an ethical environment in which the occurrence of fraud and corruption is actively discouraged and minimised.

Fraud and corruption control management must be integrated into the Council's philosophy, practices and plans rather than be seen or practiced as a separate program.

7. RESPONSIBILITIES

Council

To promote an ethical environment that encourages staff, volunteers and external service providers at all levels to actively participate in protecting the public and private funds and property.

Through the Council Audit Committee, to review at least annually the Council's Fraud and Corruption Prevention Strategy to ensure that management has undertaken adequate preventative actions.

Councillors and Section 86 Committee Members

To abide by Councillor Code of Conduct/respective Instruments of Delegation and to keep this in mind when considering reports, making decisions and scrutinising Council's activities.

Chief Executive Officer

To ensure that the Fraud and Corruption Prevention Procedures and Fraud and Corruption Prevention Strategy are enacted.

Audit Committee

Council's Audit Committee has responsibility to review the Council's Fraud policy every two years and is appointed by Council to assist in protecting against fraud through promoting and monitoring an ethical culture throughout the Council. Given the need for a comprehensive fraud control review process to be in place, Council's Governance & Regulatory Services Department will provide reporting against recommendations of relevant statutory authorities such as the Independent Broad-based Anti-Corruption Commission (IBAC), Victorian Auditor General's Office (VAGO), Ombudsman Victoria (OV) and the Local Government Investigations and Compliance Inspectorate (LGICI), in relation to fraud that also provides insights into any trends in fraudulent activity. The Governance & Regulatory Services Department will report to the Executive Management Team (EMT) any identified fraud investigations and outcomes across Council. The Director Corporate and Community will provide a written report on any fraud related investigation outcomes to the Audit Committee (in closed session). As an additional reporting measure, the Governance & Regulatory Services Department will also complete an Investigation Plan summary report at the conclusion of fraud-related investigations. The report of any fraudulent behaviour will be dealt with in all instances as a report of a possible Indictable Offence and therefore will meet the criteria to be handled as a Protected Disclosure under the Protected Disclosure Act 2012. For a full description of the reporting framework, please refer to Attachment 1 and Attachment 2.

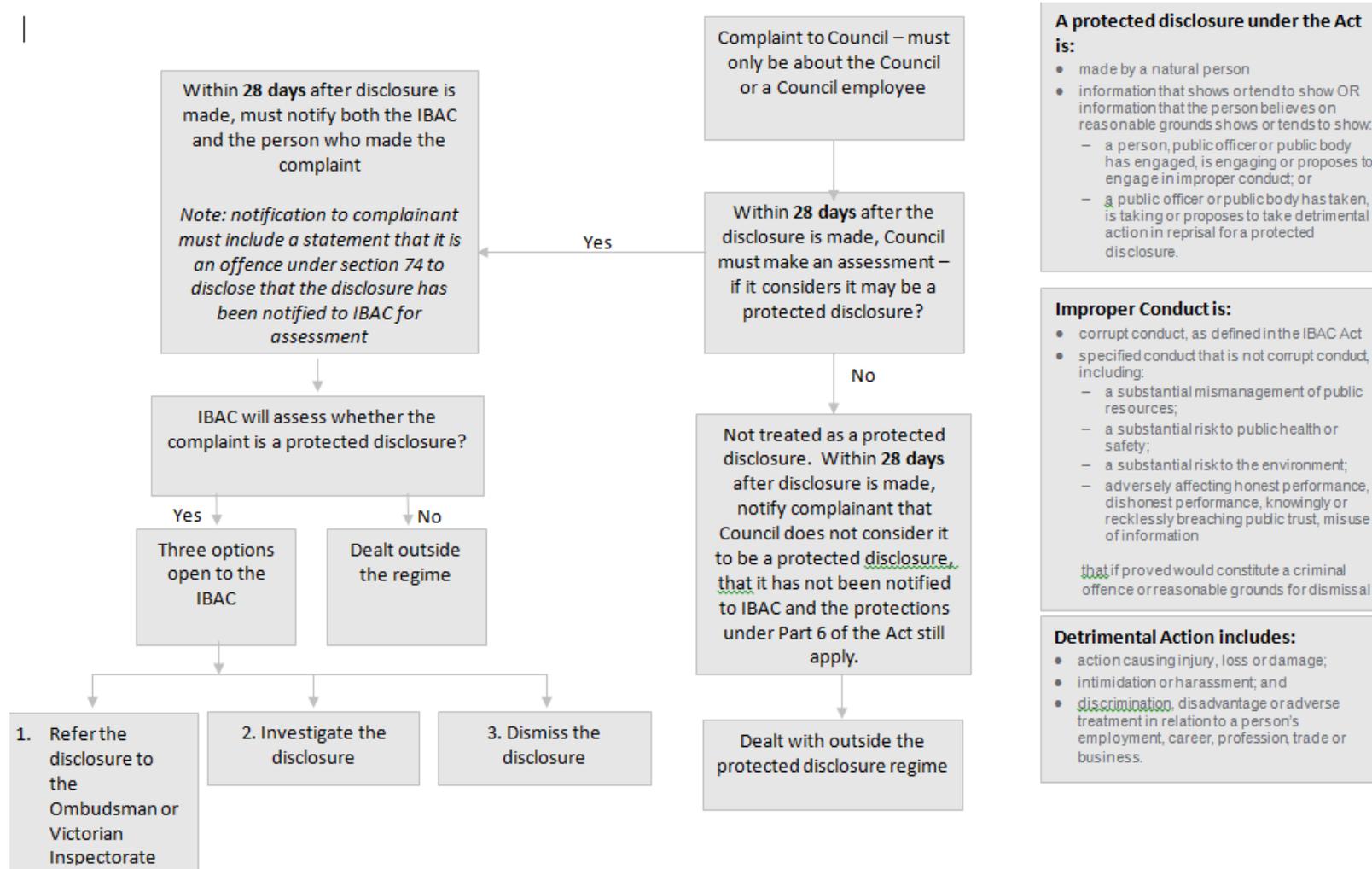
8. DOCUMENTATION

- Fraud and Corruption Prevention Procedures.
- Fraud and Corruption Prevention Strategy.

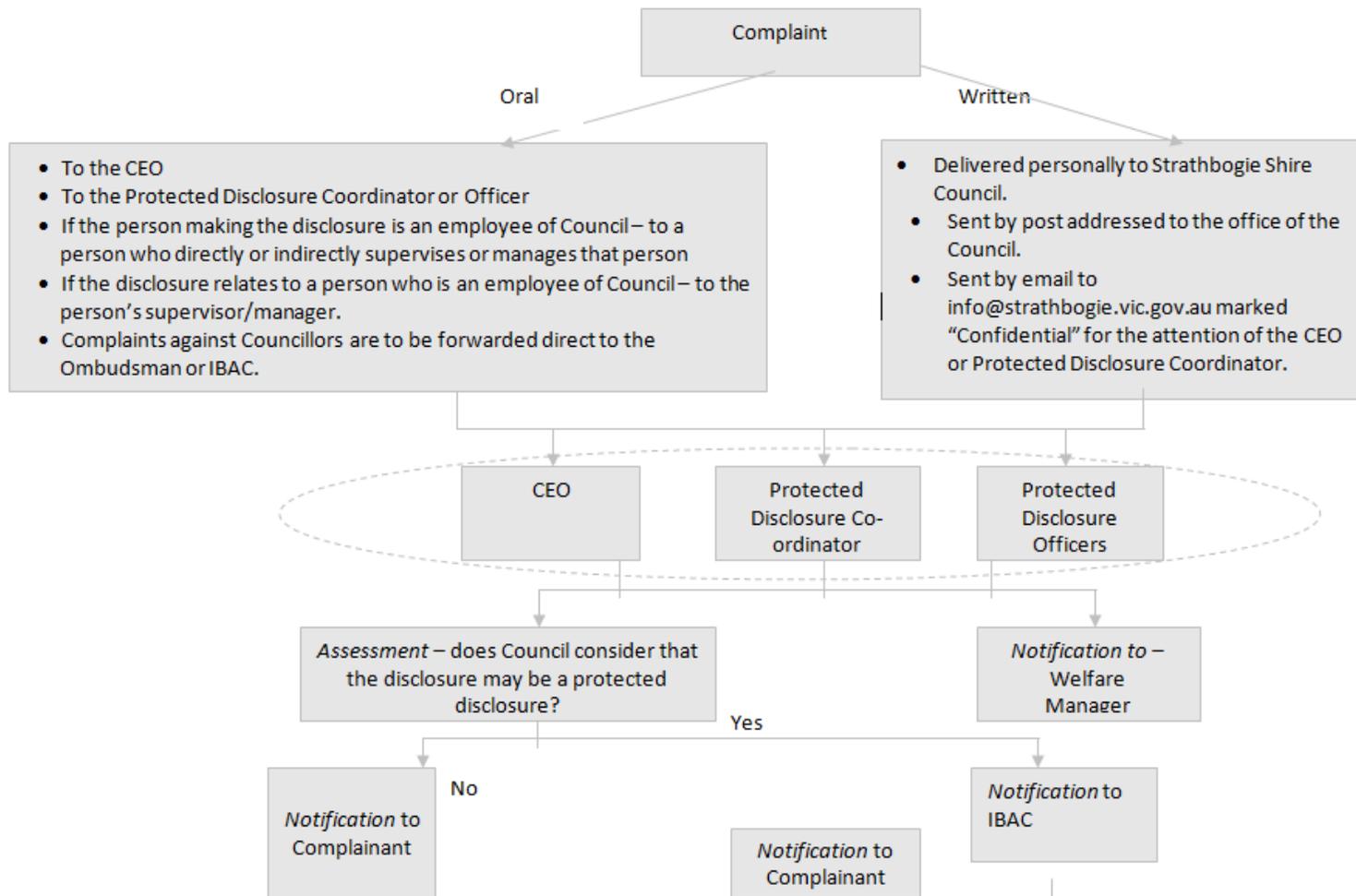
9. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 AND THE EQUAL OPPORTUNITY ACT 2010

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

Attachment 1 Protected Disclosure Act – How the Regime Works for Local Government



Attachment 2 Protected Disclosures – How to Make a Disclosure about Council, a Councillor or Council Employee



Attachment 3 Protected Disclosure Form

Disclosures that relate to a Councillor **must** be made direct to IBAC or the Ombudsman.

All disclosures other than those relating to a Councillor may be made in person, by telephone, email or post to:

Phil Howard
Director Sustainable Development (Protected
Disclosure Coordinator)
109A Binney Street, Euroa, Vic 3666
Phone: 5795 0000 or
Email: info@strathbogie.vic.gov.au

OR

Steve Crawcour
Chief Executive Officer
109A Binney Street, Euroa, Vic 3666
Phone: 5795 0000 or
Email: info@strathbogie.vic.gov.au

OR

IBAC or the Ombudsman (as per the contact details below)

IBAC	OMBUDSMAN
Address: Level 1, North Tower 459 Collins Street, Melbourne, Victoria 3000 GPO Box 24234 Melbourne, Victoria, 3000 Toll Free: 1300 735 135 Fax: (03) 8365 6444 Internet: www.ibac.vic.gov.au	Address: Level 9, North Tower 459 Collins Street, Melbourne Victoria 3000 (DX 210174) Tel: (03) 9613 6222 Toll Free: 1800 806 314 Internet: www.ombudsman.vic.gov.au Email: ombudvic@ombudsman.vic.gov.au

For further information please see the Protected Disclosure Guidelines on Council's Internet page or request a copy from Customer Service.

Please note that a person may make an anonymous disclosure. However, for this disclosure to be protected under the Protected Disclosure Act 2012 ("the Act") it must comply with the requirements of the Act. Council may need to follow up your disclosure to ensure there is sufficient evidence of the matters alleged. It may not be able to do so if you elect to make your disclosure anonymously.

YOUR CONTACT DETAILS

Name	
Address	
Telephone:	
• Landline	
• Mobile	
Email	

IMPROPER CONDUCT DISCLOSURE

Describe the 'improper conduct' – defined under the Act as being either corrupt conduct, substantial mismanagement of public resources or conduct which involves a substantial risk to public health safety or to the environment.

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.....

SUPPORTING INFORMATION

Names

*Please provide the **full name** (if known, otherwise a description) of any officers employed by the council, Councillors or member of Council Committee that you believe to have an involvement in the matter complained of.*

.....
.....

Council function/activity

Please provide details (if known) of the function, role or responsibility of the officer, employee or member of Council Committee.

.....
.....
.....
.....

Dates

Please provide the dates on which you believe the conduct disclosed occurred.

.....

Location

Please state the location at which the conduct disclosed occurred.

.....

.....

Witnesses

- *State the full name and contact details of any witnesses to the conduct disclosed or who may be able to verify the conduct you have disclosed*
- *State the incident or conduct that the person is witness to.*

Witness A

Name	
Address	
Telephone:	
• Landline	
• Mobile	
E mail	

What did the person witness?

.....

.....

.....

.....

Witness B

Name	
Address	
Telephone:	
• Landline	
• Mobile	
E mail	

What did the person witness?

.....
.....
.....
.....

Please continue on the next page if there are more than two witnesses.

Documentary evidence

Please state the nature of any documents or written material that support your claim or that you have seen but cannot produce.

.....
.....
.....
.....

Other evidence

Please state the nature of any other evidence that supports your claim.

.....
.....
.....
.....

OFFICE USE ONLY

Name of officer taking the disclosure.....
(Note: The Director Sustainable Development or the Chief Executive Officer can receive Protected Disclosures)

Date on which disclosure is made

Location at which disclosure is made

State presence of other persons

Date by which determination to be made



Strathbogie Shire Council

FRAUD AND CORRUPTION PREVENTION STRATEGY

**Reviewed August 2006
Reviewed February 2013
Reviewed May / June 2015
Reviewed December 2017**

FRAUD CONTROL STRATEGY

In accordance with Council's Fraud and Corruption Prevention Policy and Fraud and Corruption Prevention Procedures, the Chief Executive Officer has principal responsibility for overseeing the implementation of fraud and corruption control mechanisms and fostering the highest standards of ethical behaviour.

Operational implementation of the Fraud and Corruption Prevention Strategy and related risk assessments rests with the Corporate Risk Officer who is responsible for establishing and maintaining, in consultation with the relevant Council officers, proper internal controls that provide security and accountability for Council resources.

The Corporate Risk Officer must ensure that Business Unit Managers consider fraud and corruption risks and develop appropriate mitigation controls and strategies.

The Corporate Risk Officer is required to provide the Executive Management Team and Audit Committee with a report, on an annual basis detailing the status of fraud prevention and minimisation throughout the organisation.

Fraud Early Warning Signs

The following are behavioural warning signs which may be indicative of fraudulent activity.

- Refusing to take leave.
- Resigning suddenly or failing to attend work without apparent reason.
- Drug or alcohol abuse.
- Employees taking an unusual interest in certain elements of the organisation's business.
- Over-riding of internal controls.
- Habitual gambling.
- Persistent anomalies in work practices.
- Excessive generosity towards other staff.
- Borrowing from other staff.
- Character changes.

Fraud Training

As part of the organisational training plan for staff, a quarterly online training will be arranged on the topic of fraud, fraud detection and fraud prevention.

The induction process for new staff members will include a requirement that they read, understand and adhere to the provisions of the Fraud and Corruption Prevention Policy and Procedures.

Fraud Minimisation Procedures

The following is a list of procedures which should be utilised for the minimisation of fraud risk.

- a. Accountability for and reporting by managers of the results and deviations from budget for their business unit. (Directors/Managers are required annually to complete Fraud Assessment Questionnaire – Doc ID 472126).
- b. Periodic reviews of unit operations and assessments of the Unit's exposure to risk.
- c. An ongoing internal audit process. Strong internal controls supported by internal audit reviews on a regular basis will minimise the exposure to risk and minimise the occurrence of new risk areas.
- d. External audit review and the focus on accountability of financial systems and reporting processes.
- e. Maintenance of strict recruitment practices including the confirmation of all relevant employee details and thorough checking of references
- f. Promotion of the fraud and corruption prevention policy and procedures to all new Council employees.
- g. All assets to be properly recorded and regular checks performed to ensure significant items are present.
- h. Close relatives not permitted to work together, especially in financial, accounting or cash handling areas.
- i. Setting of a standard of conduct for suppliers and contractors.
- j. Review of work practices open to collusion or manipulation.
- k. Prosecution of staff members found guilty of fraud or corruption.
- l. Ensuring that Council management has been trained in identifying indicators of fraud.
- m. Having procedures in place relating to the private use of Council assets/equipment by staff.

Reporting System

When reporting suspected fraud, the officer submitting the report is required to provide the following information:

- Section and/or location of alleged incident.
- Key person or persons involved.
- Nature of the alleged incident.
- Time period over which the alleged incident has occurred.
- Value associated with the alleged incident.
- Documentary evidence in support of the alleged incident.

Should an anonymous complaint be received, then it must be given due and proper consideration.

Under the new requirements of the Independent Broad-based Anti-Corruption Commission (IBAC) Act, from 1 December 2016, all Council Chief Executive Officers must notify IBAC if they suspect any fraud/corruption occurring at Council. (Doc ID 472125)

External Notification

Upon confirmation that a significant fraud has been committed against the Council, the matter must be referred to the Victoria Police and IBAC (where necessary).

Prosecution/Recovery

Council's position on fraudulent or corrupt activity is non-negotiable; it will institute disciplinary procedures in relation to any staff member found guilty of fraudulent or corrupt behaviour. This may involve prosecution in the civil or criminal courts to recover losses incurred by the Council where deemed appropriate.

Role of the Audit Committee

The Audit Committee will develop, in conjunction with the Internal Auditor, a rolling 3-year internal audit plan which will specifically target the potential fraud areas outlined in this strategy and potential fraud areas identified through Council's Risk Management processes.

Review

The Fraud Management and Corruption Policy, Procedures and Strategy are to be reviewed annually by the Director Corporate and Community/Manager Governance and Regulatory Services and referred to the Audit Committee for review prior to adoption by Council.

Fraud Risks

The following areas have been identified as potential fraud risks and must be considered in the development of Internal Audit Plans.

<u>Fraud Risk</u>	<u>Strategies</u>
Misuse of Grant Programs	Include audit of grants funded directly by Council or for which Council is auspice in 3-year audit program.
Misuse of Fuel Cards/fuel losses	Staff responsible for Council vehicles to provide regular odometer readings to enable monitoring of fuel usage. Significant variances in usage to be reported to Business Unit Manager. Electronic tracking system for fuel issues being evaluated to replace paper based system at depots.
Travel and Other Allowances	All travel and other allowances to be authorised by the responsible Business Unit Manager, Director or Chief Executive Officer, as appropriate. Councillor allowances to be authorised in accordance with the Councillors' Expense Entitlement Policy.

Gifts and Bribes	Promote compliance by all Councillors and staff with relevant section of Governance and Protocols Code.
Accounts Payable	Ensure procedures in accordance with Accounting Policy and Procedures. Regular review in 3-year audit program.
Theft of Council Assets	Review of asset register by responsible officers to ensure recorded assets are under Council control. Maintain detailed supplementary register of IT assets.
Theft of Cash	Ensure procedures in accordance with Accounting Policy and Procedures. Regular review in 3-year audit program. Move to EFT where possible.
Human Resources/Payroll	Ensure procedures in accordance with Accounting Policy and Procedures. Regular review in 3-year audit program.
Termination of Employment	Termination procedures/payments to be reviewed by responsible Manager and or Director. Termination interview to be undertaken by responsible Manager/Director.
Misuse of Council Data	Managers/Directors to ensure compliance with Computer Systems Usage Policy.
Tendering Irregularities	Strict adherence to the tendering processes defined in Council's Procurement Policy and Procedures.
Computer Security	Ensure compliance with Council's Computer Systems Usage policy.
Private Use of Council Assets and Equipment	Ensure compliance with Governance and Protocols Code

Misuse of Corporate Cards

Ensure compliance with Council's Issuing and Usage of Corporate Credit Cards Policy.
Regular review in 3-year audit plan.

WorkCover Risks

Ensure that WorkCover claims are processed and monitored in accordance with Council's Occupational Health and Safety Procedures.

9.7.16 Chief Executive Officer 2016 – 17 Performance Report and Draft 2017 – 18 Performance Indicators

Author & Department

Deputy CEO / Director Innovation and Performance / Innovation and Performance Directorate

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

The Deputy CEO / Director Innovation and Performance who reports to the CEO has been requested to review the content and format of the report on behalf of Council and discloses he has an interest in the matter.

Summary

A requirement of the Chief Executive Officers (CEO) contract is to conduct a yearly review of the agreed Key Performance Indicators (KPI's). Once this is complete, a revised set of agreed KPI's are set for the following year.

This report outlines the outcomes of the 2016 / 17 KPI Review and sets the revised KPI's for the 2017 / 18 year.

The usual practice has been to deal with these matters in a closed section of a Council Meeting but with the agreement of the CEO and to ensure transparency, he has recommended that the review be dealt with in an open Council Meeting. This does not contravene the requirements of the Local Government Act 1989 Section 89 (2) (a).

The CEO has agreed not to have his Remuneration Package reviewed in lieu of the Strathbogie Shire Council Enterprise Agreement No 8 2015 (EBA) increase.

RECOMMENDATION

That Council endorses that:

- 1. The CEO has fulfilled the requirements of Section 6 of his Employment Contract in relation to meeting the 2016 / 17 KPI's set out by the previous Council and reviewed by the current Council.**
- 2. As per contract condition 5.8.2 the CEO's Remuneration Package be increased by the amount provided for in the Strathbogie Shire Council Enterprise Agreement No 8 2015 (EBA), that being 2.15% from the Contract Review date of the 1st September 2017.**
- 3. Support and resources are provided to the CEO to undertake appropriate personal and professional development.**
- 4. The consultants report remain confidential and the Mayor be authorised to make general comments, if necessary, around the appraisal process and outcomes.**
- 5. The draft KPI's for 2017 / 18 be adopted and apply from the date of this meeting to the next review date of the 31st August 2018.**

9.7.16 Chief Executive Officer 2016 – 17 Performance Report and Draft 2017 – 18 Performance Indicators (cont.)

Background

Section 97A (1) of the Local Government Act 1989 requires that an Annual Performance Review is conducted of the CEO's performance against agreed Key Performance Indicators (KPI's) annually.

It is also a requirement in the CEO contract (Section 6) that an annual performance review be conducted. This year's review sought feedback on the performance of the CEO from the following groups:

- All Councillors (7),
- All Directors (3),
- All Managers (8)

The CEO also had an opportunity to self-rate himself against the KPI's.

In addition to the above the independent consultant chosen by Council also interviewed by telephone, twenty (22) key stakeholders from a list of over (30) people provided to him by Council. The Council instructed the consultant to contact a minimum of (20) stakeholders. These were people with whom Council felt the CEO should have established an effective, meaningful work relationship. These were people drawn from government, business / commerce, regional development and infrastructure and community development.

The actual report to Council from the consultant is confidential however the summary of the performance states:

"It is clear from the research undertaken to prepare this report that the Strathbogie Shire Council CEO, Mr. Steve Crawcour, is meeting the needs of Councillors, management and key stakeholders in many respects. Both the Shire's Executive and middle management have expressed high levels of confidence in Steve's leadership. Key Stakeholders have said they enjoy very positive and effective relationships with Steve and the organisation.

Councillor opinion about Steve's performance for 2016/2017 is also positive but less consistent. The Councillor consensus view is that Steve is effectively meeting the needs of the Council. It would be useful if Councillors and Steve can engage, on an ongoing basis, around those elements of Steve's leadership that have produced variable opinions".

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. There are no alternatives addressed in this report.

Risk Management

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

9.7.16 Chief Executive Officer 2016 – 17 Performance Report and Draft 2017 – 18 Performance Indicators (cont.)

Strategic Links – policy implications and relevance to Council Plan

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

Chief Executive Officer 2016 – 17 Performance Report and Draft 2017 – 18 Performance Indicators.

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 advises that the recommended EBA increase of 2.15% in the CEO remuneration package equates to \$4,031.25 for the 2017 / 18 financial year, which is within budget.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

The author of this report considers that there are 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 there are no legal or statutory implications which require the consideration of Council. The process is defined by the Local Government Act 1989.

Consultation

The author of this report considers that the matter under consideration did not warrant a community consultation process. However, it should be noted that twenty (20) external stakeholders were chosen by the Council to be interviewed as part of the assessment.

Attachments

Nil.

9.7.17 Community Grants Program 2018 – 2019

Author & Department

Manager, Community Wellbeing / Corporate and Community Directorate

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

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

Summary

The Strathbogie Shire Council Community Grants Program Review of 2017 – 2018 and proposal for 2018 – 2019 program.

RECOMMENDATION

That Council:

- 1. Endorse the proposed Community Grants Program changes and updated Community Grants Program Guidelines for 2018-2019**
- 2. Remove the William Pearson Bequest from the Community Grants program, these funds to be provided to the Euroa Citizens Band on an annual basis for their operations by way of a form submission and an acquittal report annually.**

Background

At the completion of the 2017-2018 Community Grants Program an ongoing evaluation and review of the Community Grants program has been conducted in order to improve operation of the scheme and to address some minor issues which have been picked up through operation of the current year's program.

Research on other Councils Community Grant Programs was undertaken to ensure we were able to capture a variety of grant streams to meet community needs. In assessing the current years applicants all submitted applications would fit into the new grant streams proposed.

This proposed new program will have the following benefits:

- Application forms can be tailored to the purpose of the grant
- Will be able to meet asset and infrastructure requirements under the facilities and infrastructure grants
- It will encourage groups to have an area of focus for their project
- It will align more with Council and Community planning objectives
- Having an art grant stream will align with Councils increased focus on the arts and culture space

9.7.17 Community Grants Program 2018 – 2019 (cont.)

- Having an environment and sustainability grant again aligns with Councils focus and provides opportunity for groups in the community to be able to implement initiatives in this area.
- Having an Active and Health Communities grant will align with the Liveability plan and encourage community to deliver initiatives in this area.
- Meets the guidelines and recommendations in the proposed Local Government Act

Recommendations and revised Guidelines are submitted for adoption by Council.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

It is directly linked to the Council Plan 2017 – 2021 as follows:

Goal 1. To enhance community health and wellbeing.

Key Strategy Support and drive community, arts and cultural events

Goal 5. To be a high performing Shire

Key Strategy Implement models of service delivery that result in increased efficiencies and better community outcomes

Links to the Community Grant Giving Policy

Links to the adopted Liveability Plan 2017- 2021

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

9.7.17 Community Grants Program 2018 – 2019 (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

There will need to be Community Grants program information and training sessions across the Shire regarding the new grants streams available to ensure the community is aware of the available grants and where their proposed project fits.

Also, a communications and promotions process to share the new program with the wider community via our website and social media pages.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

Consultation has occurred with various staff in the departments across Council which align with the various grant streams; Tourism Arts and Culture, Infrastructure and Environment & Economic Development.

Attachments

- Community Grants Program Guidelines 2018-2019

2018-2019 Community Grants Program Guidelines

For projects commencing after July 1, 2018

Opens: Monday March 19, 2018

Closes: Friday April 20, 2018

Online applications can be lodged at

www.strathbogie.vic.gov.au/community/community-funding/community-grants-program

Address:

109A Binney St, Euroa
PO Box 177, Euroa 3666
www.strathbogie.vic.gov.au
info@strathbogie.vic.gov.au

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

IMPORTANT THINGS YOU NEED TO KNOW BEFORE YOU START

- Read the Guidelines carefully. It is important to have a full understanding of the Guidelines before you start completing the online application.
- The term project is used throughout this document. Project means any activity, event, initiative or program that you are seeking funds for.
- It is a condition of application that you discuss your proposed project with a member of the Community Wellbeing Team. This will help to:
 - Check your group is eligible for funding.
 - Check your project is eligible to be funded and that you are applying in the correct category.
 - Clarify any queries you may have about the guidelines and online application process.
- Please note if you apply under an incorrect category we are unable to move your application to a more appropriate category and your chance of receiving funding will be reduced.
- The maximum grant amount for each category is as follows:

Grant Category	Amount
Active and Healthy Communities	\$5000
Arts, Culture and Events	\$5000
Environment and Sustainability	\$5000
Facilities and Infrastructure	\$5000
Small Projects	\$1000

- Applicants are required to contribute towards the implementation of their project; this may include cash or in kind contributions. There is not minimum contribution required however evidence of the contribution must be provided.
- Please ensure your group has current public liability insurance for your project. You will be required to include an attachment of this with your application. Failure to do so may render your application ineligible.
- Applications can only be received from incorporated groups. If your group is not incorporated, you will need to seek out an incorporated group or a Community Planning Reference Group (also known as Community Action Group) who is willing to auspice (endorse) your application.
- If your group is submitting an application for funding you may also agree to act as auspicing group for another non-incorporated group.
- If your group has received Community Grants Funding previously you will need to complete any outstanding project acquittal requirements before being eligible to reapply for the current round of the Community Grants Program. The Grant Acquittal Form is available on your SmartyGrants account that you used to apply for your previous Grant.
- Any questions regarding acquittal requirements can be directed to the Community Wellbeing Team on 5795 0000.

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

*COMMUNITY GRANTS PROGRAM TIMELINE 2018-2019**

Applications Open	Monday March 19, 2018
Applications Close	Friday April 20, 2018
Applications assessed	May 2018
Assessment Panels' recommendations presented to Council	Tuesday June 19, 2018
Applicants advised of outcome	Friday June 22, 2018
Project can commence from	July 1, 2018
Project Completed and Acquittal Submitted	Friday May 31, 2019

*Excluding Small Projects Grants

PRINCIPLES OF THE COMMUNITY GRANTS PROGRAM

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

Applications are sought for projects that:

1. Promote community engagement and participation.
2. Support gender equality and social inclusion and improve accessibility.
3. Contribute to building healthy and vibrant communities.

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

- Strathbogie Shire Council Plan 2017-2021 - click [HERE](#)
- Strathbogie Shire Council Liveability Plan 2017-2021 - click [HERE](#)
- A Community Plan developed by the Community Planning Reference Group in your community - click [HERE](#)

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- Strathbogie Shire Council Liveability Plan 2017-2021 - click [HERE](#)
- A Community Plan developed by the Community Planning Reference Group in your community - click [HERE](#)

GENERAL GUIDELINES – For all categories

1. Who is eligible to apply?

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

- A not for profit community group, organisation or club that is **incorporated**.
- OR
- An **unincorporated** not for profit community group, organisation or club that has an auspicing body that is an incorporated not for profit community group, organisation or club OR a Community Planning Reference Group (also known as Community Action Group).

2. Features of an eligible application

- The project must be based in the Strathbogie Shire municipality.
- The project will generate positive outcomes for Strathbogie Shire residents and/or visitors.
- The applicant is able to demonstrate their own contribution to the project in the form of funds or in kind support.
- There is demonstrated support for the project from other groups within the community (such as formal partnerships, letters of support and / or a financial commitment to the project).
- The applicant is able to demonstrate sound project planning.
- The project considers gender equity, inclusion, accessibility and cultural diversity.

3. Who is not eligible to apply?

- An individual.
- An unincorporated not for profit community group, organisation or club without an appropriate auspicing body.
- Any group who has an overdue acquittal of a previous Community Grant.
- Any group already receiving other financial support from Council or where their funding and service agreement precludes access to other Council funding.
- Private, profit making organisations.
- Emergency services, Educational Institutions and Religious organisations.

4. What is not eligible for funding?

- Applications for retrospective funding, including for projects that are due to start before 1 July 2018.
- Applications seeking funds to cover the cost of fundraising, prizes and/or wages.
- Applications seeking sponsorship to attend conferences or sporting events.
- Projects that are to occur primarily outside of Council 's municipal boundary.
- Applications from federal or state government agencies and private profit making organisations or individuals.
- Applications that are incomplete such as: not attaching evidence of public liability insurance coverage and not attaching copies of relevant quotes.

5. Community Grants and GST

- Where the applicant is registered for GST Council will pay the grant amount requested plus 10%. The Applicant will then remit to the Australian Tax Office (ATO).
- Where the applicant is not registered for GST and is not auspiced by a group registered for GST, Council will only pay the amount requested. Applicants would need to consider in the planning of their budget that they may need to pay GST depending on the suppliers they engage.

•

6. Grant conditions

Successful applicants will be required to:

- Enter into a funding agreement and adhere to the conditions of the agreement.
- Spend the grant money only as stated in the original application. Approval for any proposed variation to the project must be sought in writing via the Manager Community Wellbeing, and permission received in writing, prior to a new project or variation commencing.
- Return any unspent funds at the completion of the project or the end of the agreement unless prior approval has been obtained to expend the funds.
- Complete a project plan and obtain all necessary permits, compliance requirements as deemed necessary for your application.
- Obtain all necessary approvals (E.g. Letter from land owner) and permits (building/planning or other statutory requirements) associated with your project; failure to do so will result in the project being delayed, or potentially, stopped.
- Inform Council officers of changes to key project contact details, including telephone number, email or postal address.
- Invite Council officers and Ward Councillor/s to the project launch if applicable.
- Acknowledge Council in all public and promotional materials.

HOW TO APPLY

- All applications are completed online at: www.strathbogje.vic.gov.au/community/community-funding/community-grants-program
- Please answer all questions and attach all information as requested. Failure to do so may render your application ineligible.
- Applicants may only submit one application for Community Grants per year.
- Late applications will not be considered, and no extensions will be granted.

SPECIFIC GRANT CATEGORY GUIDELINES

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

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

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

Note: depending on the specific project, additional information may be required before final approval is given. If applicable, this information will be sought when a project has been short listed.

ACTIVE & HEALTHY COMMUNITIES

(To be read in conjunction with the general guidelines)

The Active and Health Communities category supports:

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

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

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

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to developing the health and wellbeing of residents of the Strathbogie Shire.
- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills, promote awareness and/or action with regards to community issues and provide opportunities to increase skills /knowledge of community members
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

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

ARTS, CULTURE & EVENTS

(To be read in conjunction with the General Guidelines)

The Arts, Culture and Events Grant category supports:

- Arts and Culture based initiatives that engage the broader community in creative activities i.e. performance seasons, workshops, residencies, master classes, tours, exhibitions.
- Local events that celebrate diversity and reduce isolation of individuals and groups and are accessible to and inclusive of all members of the community.
- Local events that promote awareness of community issues and strengthen and develop community skills i.e. leadership, performance skills, event management.
- Local artists and organisations to develop art projects that increase the community participation in the arts.

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

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

Specific information for Events:

Grants approval does not constitute Event approval.

Events will be eligible for Grants funding for a maximum of 3 years.

You will still need to ensure your event meets all Event Management Guidelines. Event management plans that include a risk assessment, emergency procedures and wet weather contingencies (for outdoor events) form part of any well managed event.

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to developing the cultural vibrancy of the Strathbogie Shire area and supports local creativity and innovation.
- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills such as leadership, performance skills, event management.
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning and Risk Management skills.

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- Demonstrate how the project contributes to developing the cultural vibrancy of the Strathbogie Shire area and supports local creativity and innovation.
- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills such as leadership, performance skills, event management.
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

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

FACILITIES & INFRASTRUCTURE

(To be read in conjunction with the general guidelines)

The Facilities and Infrastructure category supports:

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

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

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

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to improving and developing facilities and infrastructure in Strathbogie Shire.
- Demonstrate the Community benefits of the project for example how will the project impact on user groups of the facility.
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning and Risk Management skills.
- Provide evidence of approval from the building owner for any works to be undertaken.

Successful funding in this round does not imply ongoing funding.

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

SMALL PROJECTS GRANTS

Small Projects Grants are available for applicants that have missed the submission dates for those grants.

Groups are only eligible to receive this grant once per year and are not eligible for a Small Project Grant if they are currently expending other Strathbogie Shire Community Grant Funds.

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

- Active and Healthy Communities
- Arts, Culture and Events
- Environmental and Sustainability
- Facilities and Infrastructure

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

Application process

Applications are accepted all year (or until funding allocation is exhausted) from 1 July 2018.

Small Project Grants are assessed on a monthly basis.

Eligibility

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

9.7.18 Financial Report to 31 January 2018

Author / Department

Director, Corporate and Community / Corporate and Community Directorate

Disclosure of Interest

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

Summary

The appended January Financial Report compares Original Budget to Mid Year Review Budget.

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

In relation to the current year the operating surplus for the seven months period ending 31 January 2018 was \$6,564,169.

Capital Works Program Status

<i>Capital Works Current Budget</i>	<i>\$14,177,800</i>	
Expenditure to 31 January 2018	\$ 2,609,335	
Total Committed to 31 January	\$ 5,305,595	
		\$ 7,914,930

Contracts to be awarded at February meeting:

Reseal Program	\$ 395,000	
Pavement Rehabilitation	\$ 1,072,000	
Nagambie-Locksley Rd	<u>\$ 1,073,000</u>	
Total Value	\$ 2,540,000	
		\$10,454,930

- Tenders currently being prepared for a further 5 bridge upgrade/replacements
- Quotes are currently being processed for 3 bridge projects
- Campbell Street tender documents being prepared
- Avenel Kindergarten extension at detail design stage

Some projects are still awaiting completion of consultation process (e.g. Nagambie toilets / High Street angled car parking)

RECOMMENDATION

That the Financial Report for the seven months ended 31 January 2018 be noted.

9.7.18 Financial Report to 31 January 2018 (cont.)

Background

The 2017/18 Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on 27 June 2017.

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.

Risk Management

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

Monitoring of the 2017/18 adopted Budget provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.

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.

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 2018.

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

9.7.18 Financial Report to 31 January 2018 (cont.)

Consultation

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

Attachments

- Financial Overview
- Income Statement
- Capital Works Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works detail report

The net result of the mid year review is an improvement of \$29,014 over the Adopted Budget, with movements in Capital and Operating almost offsetting each other. The Financial Overview to 31 January 2018 identifies total operating income of \$22,009,230 with total operating expenditure of \$15,445,061 resulting in a surplus to date of \$6,564,169. The Mid Year Review has been incorporated into the January report and shows a deficit of \$560,557 compared to the Original Budgeted deficit of \$225,369, an unfavorable variance of \$335,188. This amount is more than offset by movements in Capital, one of which is a transfer of \$150,000 to operating to fund increased road maintenance etc. An overview of the MYR variances is provided in the following table.

Capital Works total expenditure to 31 January 2018 is \$2,741,366. The Original budget for Capital Expenditure is \$14,542,000 compared to the Mid Year Review \$14,177,800, a favorable variance of \$364,200.

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

OPERATING INCOME		Fav. / (Unfav).	
Ref.	Line Item	Variance	Notes
A	Statutory Fees & Fines	84,000	Increase in MYR budget due to: * Better than budgeted actuals for Subdivision, Planning & Building Fees & Health Registrations.
B	User Fees	(15,728)	Decrease in MYR budget due to: * Saleyards income: Region wide downturn in sales \$36k less * Offsets positive & negative Tip Fees, Election Costs recovered
C	Grants Operating	106,800	Increase in MYR budget due to: * VGC increased grant allocation \$92k * Maternal Child Healthcare additional allocations \$14.5k
D	Grants Capital	160,200	Increase in MYR budget due to: * Avenel Longwood Bridge No 62 Grant Funds \$140k * Mangalore Bus Shelter & Nagambie Mens Shed grants \$20.2k
E	Contributions	17,498	Increase in MYR budget due to: * Avenel Recreation Reserve contribution
F	Other Income	14,000	Increase in MYR budget due to: * Fire Prevention Notice Infringements

OPERATING EXPENDITURE		Fav. / (Unfav).	
Ref	Line Item	Variance	Notes
G	Employee Costs	(343,377)	Increase in MYR budget due to: Redundancy costs - organisation review \$118K Balance of additional costs offset by equivalent savings in Materials & Services - range of previously provided external services identified in organisation review now provided internally
H	Materials and Services	(264,579)	Increase in MYR budget due to: * \$150k from Capital for Roads & Bridges operational works * Shared Services increased budget \$50k, funds carried forward from 2016/17. * Violet Town Landfill increased costs \$45k * Aquatic Investigation \$41k, funds carried forward from 2016/17. * Levee Bank maintenance, additional \$40k * Violet Town Bowls Club, additional \$30k * Organisational Review costs \$29k * Insurance, additional \$20k Offset by multiple decreases in MYR budget
I	Net Loss on disposal: Property, Infrastructure & Plant	(92,000)	Review of likely outcomes for sale of assets, offset by reduced equipment purchases.

CAPITAL EXPENDITURE		Fav. / (Unfav).	
Ref	Line Item	Variance	Notes
J	Recreation Leisure & Community Serv	(135,000)	Increase in capital expenditure due to: Avenel Recreation Reserve upgrade: \$100k to be funded from Infrastructure fund, State Govt \$17.5k, Contribution \$17.5k
K	Plant, Machinery & Equipment	260,600	Decrease in capital expenditure due to: Reduced replacement requirements in current year.
L	Computers & Telecommunications	(83,600)	Increase in capital expenditure due to: New Security Cameras & depot fuel monitoring equipment
M	Roads	310,000	Decrease in capital expenditure due to: \$150k transferred to Operating, reduced emergency works requirement, Burns Ave expansion scheme not proceeding.
N	Bridges & Culverts	14,200	Decrease in capital expenditure due to: Merton Strathbogie No 3, Kings Road No 93, works deferred Various adjustments in line with tender outcomes.

STRATHBOGIE SHIRE COUNCIL
Comprehensive Income Statement
For the 7 months ended January 2018

	Original Budget	Mid Year Review	YTD Actual	Variance Original to MYR Budget Fav/(Unfav)	Reference
INCOME					
Rates and charges	18,549,500	18,551,500	18,495,609	2,000	
Statutory fees and fines	367,200	451,200	256,446	84,000	A
User fees	729,400	713,672	395,242	(15,728)	B
Grants - operating	2,833,200	2,940,000	1,582,401	106,800	C
Grants - capital	3,054,430	3,214,630	578,814	160,200	D
Contributions - monetary	441,600	459,098	130,452	17,498	E
Contributions - non monetary	0	0	0	0	
Share of net profits of associates	0	0	0	0	
Bad and doubtful debts	0	0	0	0	
Other income	676,600	690,600	570,267	14,000	F
Total Income	26,651,930	27,020,700	22,009,230	368,770	
EXPENSES					
Employee Costs	(8,771,916)	(9,115,293)	(5,343,170)	(343,377)	G
Material and services	(11,852,765)	(12,117,344)	(7,066,011)	(264,579)	H
Share of net loss of associates	0	0	0	0	
Bad and doubtful debts	1,000	0	0	1,000	
Depreciation	(5,258,800)	(5,262,802)	(2,921,500)	(4,002)	
Borrowing costs	(53,700)	(53,700)	(34,519)	0	
Net loss on disposal: property, infrastructure & plant	(640,718)	(732,718)	64,416	(92,000)	I
Other Expenses	(298,400)	(299,400)	(144,276)	(1,000)	
Total Expenses	(26,877,299)	(27,581,257)	(15,445,061)	(703,958)	
(Deficit)/surplus for the year	(225,369)	(560,557)	6,564,169	(335,188)	
Other Comprehensive Income					
Net asset revaluation increment/(decrement)	0	0	0	0	
Total comprehensive result	(225,369)	(560,557)	6,564,169	(335,188)	

STRATHBOGIE SHIRE COUNCIL

Statement of Capital Works

For the 7 months ended January 2018

	Original Budget	Mid Year Review	YTD Actual	Variance Original to MYR Budget Fav/(Unfav)	Reference
CAPITAL EXPENDITURE					
Property					
Land	0	0	0	0	
Buildings	(1,542,000)	1,542,000	587,294	0	
Recreation Leisure & Community Services	(115,000)	250,000	85,757	(135,000)	J
Open space	(340,000)	340,000	47,112	0	
Total property	1,997,000	2,132,000	720,163	(135,000)	
Plant and equipment					
Plant , machinery and equipment	(984,000)	723,400	153,061	260,600	K
Furniture & Equipment	0		9,299	0	
Computers and telecommunications	(406,000)	489,600	17,473	(83,600)	L
Total Plant and equipment	1,390,000	1,213,000	179,833	177,000	
Infrastructure					
Roads	(5,866,000)	5,556,000	430,295	310,000	M
Bridges and culverts	(3,443,000)	3,428,800	787,403	14,200	N
Footpaths	(323,000)	323,000	59,201	0	
Drainage	(1,299,000)	1,301,000	516,126	(2,000)	
Kerb and channel	(224,000)	224,000	48,345	0	
Total infrastructure	11,155,000	10,832,800	1,841,370	322,200	
Total capital works expenditure	14,542,000	14,177,800	2,741,366	364,200	
Represented by:					
New asset expenditure	(1,734,000)	1,911,000	528,037	(177,000)	
Asset renewal expenditure	(10,337,000)	10,325,800	1,893,231	11,200	
Asset upgrade expenditure	(2,251,000)	1,796,000	192,698	455,000	
Asset expansion expenditure	(220,000)	145,000	127,400	75,000	
Total capital works expenditure	14,542,000	14,177,800	2,741,366	364,200	

STRATHBOGIE SHIRE COUNCIL

Balance Sheet

For the 7 months ended January 2018

	Original Budget	Mid Year Review	YTD Actual	Variance Original to MYR Budget Fav/(Unfav) Fav./(Unfav.)
Assets				
Current Assets				
Cash and cash equivalents	4,091,000	5,320,014	11,529,573	1,229,012
Trade and other receivables	2,126,000	2,126,000	10,479,710	0
Inventories	5,000	5,000	9,754	0
Non-current assets classified as held for sale	939,000	939,000	570,800	0
Other assets	1,313,000	113,000	13,554	(1,200,000)
Total Current Assets	8,474,000	8,503,014	22,603,391	29,012
Non Current Assets				
Investments in associates	242,000	242,000	244,501	0
Property, Infrastructure, plant and equipment	282,855,000	282,490,800	285,615,456	(364,200)
Other financial assets	2,000	2,000	56,900	0
Total Non Current Assets	283,099,000	282,734,800	285,916,857	(364,200)
Total Assets	291,573,000	291,237,814	308,520,248	(335,188)
Liabilities				
Current Liabilities				
Trade and other payables	(2,530,000)	(2,530,000)	(954,834)	0
Trust fund and deposits	(762,000)	(762,000)	(1,237,769)	0
Provisions	(2,348,000)	(2,348,000)	(3,105,278)	0
Interest-Bearing Loans and borrowings	(505,000)	(505,000)	(216,400)	0
Total Current Liabilities	(6,145,000)	(6,145,000)	(5,514,281)	0
Non Current Liabilities				
Trust fund and deposits	(68,000)	(68,000)	(63,486)	0
Provisions	(631,000)	(631,000)	(1,158,453)	0
Interest-Bearing Loans and borrowings	(186,000)	(186,000)	(690,634)	0
Total Non Current Liabilities	(885,000)	(885,000)	(1,912,572)	0
Total Liabilities	(7,030,000)	(7,030,000)	(7,426,853)	0
Net Assets	284,543,000	284,207,814	301,093,396	(335,188)
Equity				
Reserves	198,669,000	198,669,000	208,238,288	0
Accumulated Surplus	85,874,000	85,538,812	92,855,108	(335,188)
Total Equity	284,543,000	284,207,812	301,093,396	(335,188)

STRATHBOGRIE SHIRE COUNCIL

Cash Flow Statement

For the 7 months ended January 2018

	YTD Actual Inflows (Outflows)	Mid Year Review
Cash flows from operating activities		
Rates and charges	10,526,841	18,579,014
Statutory fees and fines	255,646	367,000
User fees	155,860	729,000
Grants	2,150,515	5,887,000
Contributions - monetary	130,452	442,000
Interest received	129,439	227,000
Other receipts	451,575	450,000
Net GST refund/(payment)	234,490	0
Employee Costs	(5,402,430)	(9,101,187)
Materials & services	(9,084,102)	(11,858,999)
Trust Funds and deposits	144,812	0
Other payments		(299,000)
Net cash provided by operating activities	(306,902)	5,421,828
Cash flows from investing activities		
Payments for property, infrastructure, plant & equipment	(2,741,369)	(14,177,800)
Proceeds from sales of property, infrastructure, plant & equipment	465,409	1,132,000
Payments for landfill rehabilitation	-	(690,000)
Net cash used in investing activities	(2,275,960)	(13,735,800)
Cash flows from financing activities		
Finance costs	(34,519)	(54,000)
Proceeds from borrowings	-	-
Repayment of borrowings	(295,151)	(512,000)
Net cash used in financing activities	(329,670)	(566,000)
Net increase (decrease) in cash and cash equivalents	(2,912,532)	(8,879,972)
Cash and cash equivalents at the beginning of the financial year	14,442,105	14,229,000
Cash and cash equivalents at 31 January 2018	11,529,573	5,349,028
Short-Term Investments as at 31 January 2018	YTD Actual	Bank Credit Rating
NAB	5,414,877	A1+
CBA	2,400,000	A1+
ANZ	1,000,000	A1+
GMCU	2,500,000	not rated
	11,314,877	



Strathbogie Shire Council
Account Management Report
for year to January 2018 (actuals as at 14 February 18 - 58% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Capital									
Open Space									
20111	Euroa Skate Park Strategy	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
27179	Violet Town Rec Reserve masterplan implement	\$60,000	\$60,000	\$35,000	\$0	\$0	\$35,000	\$60,000	0%
27249	Screen Planting Caravan Park Kirkland Ave	\$15,000	\$15,000	\$8,750	\$17,856	\$0	\$17,856	-\$9,106	119%
27366	Play Equipment	\$60,000	\$60,000	\$35,000	\$0	\$0	\$35,000	\$60,000	0%
27367	Shadforth Reserve Master Plan	\$40,000	\$40,000	\$23,335	\$0	\$0	\$23,335	\$40,000	0%
27368	Nagambie Rec Reserve: Irrigation supply	\$60,000	\$60,000	\$35,000	\$0	\$0	\$35,000	\$60,000	0%
27369	Nagambie Rec Reserve Fencing	\$50,000	\$50,000	\$29,165	\$0	\$0	\$29,165	\$50,000	0%
27370	Landscaping	\$5,000	\$5,000	\$2,915	\$0	\$0	\$2,915	\$5,000	0%
27371	Bores, Pumps and oval irrigation	\$10,000	\$10,000	\$5,835	\$11,270	\$0	\$11,270	-\$5,435	113%
27372	Tree Management Plan Eliza St Trail	\$20,000	\$20,000	\$11,665	\$0	\$0	\$11,665	\$20,000	0%
27373	Carrick Cres: fencing	\$20,000	\$20,000	\$11,665	\$17,986	\$0	\$17,986	-\$6,321	90%
	Total Open Space	\$340,000	\$340,000	\$198,330	\$47,112	\$0	\$47,112	\$151,218	\$292,888 14%
Recreation Leisure & Community Services									
27185	Dog dropping signage parks	\$0	\$0	\$0	\$189	\$0	\$189	-\$189	0%
27258	Avenel Cricket Club	\$0	\$135,000	\$78,750	\$33,177	\$0	\$33,177	\$45,573	25%
27259	Netball Court Avenel Rec Res	\$0	\$0	\$0	\$19,064	\$33,533	\$52,597	-\$52,597	0%
27260	Skate Park: Avenel Rec Res	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0%
27363	Library Lane: street light	\$5,000	\$5,000	\$2,915	\$0	\$0	\$2,915	\$5,000	0%
27364	Euroa Caravan Park: tree replacement	\$65,000	\$65,000	\$37,915	\$0	\$0	\$37,915	\$65,000	0%
27365	Euroa Caravan Park: Residence	\$45,000	\$45,000	\$26,250	\$33,327	\$16,364	\$49,691	-\$23,441	110%
	Total Recreation Leisure & Community Services	\$115,000	\$250,000	\$145,830	\$85,757	\$49,896	\$135,653	\$10,177	\$164,243 54%
Buildings									
20026	Nagambie - Glass Square Bowling Club - Clubrooms	\$30,000	\$30,000	\$17,500	\$3,004	\$27,423	\$30,427	-\$12,927	101%
20029	Nagambie - Glass Square Tennis Club - Clubrooms	\$20,000	\$20,000	\$11,665	\$29,521	\$818	\$30,339	-\$18,674	152%
20073	Violet Town Bowls Club Shed	\$30,000	\$0	\$0	\$45,368	\$1,242	\$46,610	-\$46,610	0%
22033	Nagambie Lakes Mens Shed	\$0	\$0	\$0	\$296	\$0	\$296	-\$296	0%
22034	Euroa Saleyards Roof - Stage 2	\$0	\$0	\$0	\$698	\$0	\$698	-\$698	0%
22039	Avenel Hall upgrade	\$250,000	\$250,000	\$145,835	\$199,793	\$496	\$200,288	-\$54,453	80%
27170	Euroa Swimming Pool roof structure change rooms	\$40,000	\$40,000	\$23,335	\$0	\$0	\$23,335	\$40,000	0%
27172	Nagambie High St Toilets	\$200,000	\$200,000	\$116,665	\$2,764	\$725	\$3,489	\$113,176	2%
27173	Brock St Toilet	\$184,000	\$184,000	\$107,335	\$195,753	\$0	\$195,753	-\$88,418	106%
27174	Environmental Improvements solar power Civic Centre	\$50,000	\$50,000	\$29,165	\$0	\$0	\$29,165	\$50,000	0%
27176	Euroa Croquet Club Toilets	\$0	\$0	\$0	\$685	\$2,455	\$3,139	-\$3,139	0%
27177	Violet Town Oval Toilets	\$100,000	\$100,000	\$58,335	\$0	\$0	\$58,335	\$100,000	0%
27347	Avenel Pool: asbestos removal	\$10,000	\$10,000	\$5,835	\$9,122	\$0	\$9,122	-\$3,287	87%
27348	Avenel Memorial Hall: Roof Cladding	\$50,000	\$50,000	\$29,165	\$0	\$0	\$29,165	\$50,000	0%
27349	Avenel Memorial Hall: main floor sand & seal	\$15,000	\$15,000	\$8,750	\$7,552	\$0	\$7,552	\$1,198	50%
27350	Balmattum School Hall	\$40,000	\$40,000	\$23,335	\$38,264	\$0	\$38,264	-\$14,929	96%
27351	Euroa Tennis Club: roof cladding	\$30,000	\$30,000	\$17,500	\$25,372	\$3,818	\$29,190	-\$11,690	97%
27352	Euroa Civic Centre: Roof cladding Stage 2	\$80,000	\$80,000	\$46,665	\$0	\$0	\$46,665	\$80,000	0%
27353	Euroa Maternal Health	\$135,000	\$135,000	\$78,750	\$1,525	\$0	\$1,525	\$77,225	1%

Strathbogie Shire Council
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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 %
27354 Euroa Visitor Info Centre	\$100,000	\$100,000	\$58,335	\$0	\$0	\$0	\$58,335	\$100,000	0%
27355 Longwood Community Ctr/Football/Cricket	\$15,000	\$15,000	\$8,750	\$4,260	\$11,100	\$15,360	-\$6,610	-\$360	102%
27356 Nagambie Recreation Reserve	\$50,000	\$50,000	\$29,165	\$0	\$0	\$0	\$29,165	\$50,000	0%
27357 Ruffy Tableland Community Ctr	\$30,000	\$30,000	\$17,500	\$4,109	\$24,012	\$28,121	-\$10,621	\$1,879	94%
27358 Violet Town Rec Reserve Football/Netball	\$40,000	\$40,000	\$23,335	\$2,558	\$0	\$2,558	\$20,777	\$37,442	6%
27359 Violet Town Community Ctr Meeting room	\$10,000	\$10,000	\$5,835	\$0	\$0	\$0	\$5,835	\$10,000	0%
27360 Violet Town Mens Shed	\$10,000	\$10,000	\$5,835	\$867	\$0	\$867	\$4,968	\$9,133	9%
27361 SSC Pools - 4 vacuums	\$15,000	\$15,000	\$8,750	\$3,955	\$0	\$3,955	\$4,795	\$11,045	26%
27362 Defibrillation Units Pools	\$8,000	\$8,000	\$4,665	\$11,830	\$0	\$11,830	-\$7,165	-\$3,830	148%
Total Buildings	\$1,542,000	\$1,512,000	\$882,005	\$587,294	\$72,089	\$659,383	\$222,622	\$924,706	44%
Roads									
Road Reseal Program									
24999 Road Resealing Program	\$1,120,000	\$1,120,000	\$653,335	\$625	\$0	\$625	\$652,710	\$1,119,375	0%
Total Road Reseal Program	\$1,120,000	\$1,120,000	\$653,335	\$625	\$0	\$625	\$652,710	\$1,119,375	0%
Road Rehabilitation Program									
25920 Pavement Rehabilitation Program	\$1,409,000	\$1,409,000	\$821,915	\$39,483	\$0	\$39,483	\$782,432	\$1,369,517	3%
Rehab RTR									
27235 Dargalong Road	\$0	\$0	\$0	\$76,876	\$0	\$76,876	-\$76,876	-\$76,876	0%
Total Rehab RTR	\$0	\$0	\$0	\$76,876	\$0	\$76,876	-\$76,876	-\$76,876	0%
Total Road Rehabilitation Program	\$1,409,000	\$1,409,000	\$821,915	\$116,359	\$0	\$116,359	\$705,556	\$1,292,641	8%
Shoulder Pavement Program									
25150 Shoulder Pavement Program	\$440,000	\$440,000	\$256,665	\$18,205	\$0	\$18,205	\$238,460	\$421,795	4%
Total Shoulder Pavement Program	\$440,000	\$440,000	\$256,665	\$18,205	\$0	\$18,205	\$238,460	\$421,795	4%
Resheet Program									
25202 Resheeting Program	\$460,000	\$460,000	\$268,335	\$0	\$0	\$0	\$268,335	\$460,000	0%
27376 Wattlevale Rd. ch 2500-7700 (dust suppressant)	\$0	\$0	\$0	\$20,355	\$0	\$20,355	-\$20,355	-\$20,355	0%
27377 Sth Costerfield Greytown Rd ch 7420-9250 (dust suppressant)	\$0	\$0	\$0	\$6,986	\$0	\$6,986	-\$6,986	-\$6,986	0%
27380 Tarcombe Rd Ch 10274-11244	\$0	\$0	\$0	\$0	\$15,909	\$15,909	-\$15,909	-\$15,909	0%
27381 Fern Hills Rd Ch 0-2650	\$0	\$0	\$0	\$0	\$38,545	\$38,545	-\$38,545	-\$38,545	0%
27382 Nagambie Rushworth Rd Ch 13530-16450	\$0	\$0	\$0	\$0	\$58,000	\$58,000	-\$58,000	-\$58,000	0%
27383 Red Gate Lane Ch 0-4850	\$0	\$0	\$0	\$0	\$83,636	\$83,636	-\$83,636	-\$83,636	0%
27384 Tarcombe Ruffy Rd Ch 1800-4980	\$0	\$0	\$0	\$0	\$55,000	\$55,000	-\$55,000	-\$55,000	0%
27385 Robinson Rd Ch 0-2400	\$0	\$0	\$0	\$33,578	\$0	\$33,578	-\$33,578	-\$33,578	0%
27386 Wormangal-Waring Rd Ch 6900-9400	\$0	\$0	\$0	\$0	\$36,364	\$36,364	-\$36,364	-\$36,364	0%
27387 Segafredos Rd Ch 0-2500	\$0	\$0	\$0	\$0	\$50,000	\$50,000	-\$50,000	-\$50,000	0%
27388 Upper Boho Rd Ch 4132-7132	\$0	\$0	\$0	\$42,297	\$0	\$42,297	-\$42,297	-\$42,297	0%
Total Resheet Program	\$460,000	\$460,000	\$268,335	\$103,216	\$337,455	\$440,670	-\$172,335	\$356,784	96%
Roads General									
25958 Birkett St Railway Pedestrian Crossing	\$250,000	\$250,000	\$145,835	\$37,965	\$0	\$37,965	\$107,870	\$212,035	15%
27076 O'Connors Rd-Grant St, Mangalore - Upgrade for	\$0	\$0	\$0	\$11,170	\$0	\$11,170	-\$11,170	-\$11,170	0%

Strathbogie Shire Council
Account Management Report
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	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
school bus									
27175	Avenel Hall seal carpark/30m footpath	\$36,000	\$36,000	\$21,000	\$0	\$0	\$21,000	\$36,000	0%
27188	Binney St Roundabout	\$20,000	\$20,000	\$11,665	\$1,813	\$3,493	\$5,305	\$14,695	27%
27189	Euroa School parking improve Stage 1	\$150,000	\$150,000	\$87,500	\$17,634	\$0	\$17,634	\$69,866	12%
27190	Angle parking Nagambie, consult/design	\$36,000	\$36,000	\$21,000	\$6,921	\$2,183	\$9,105	\$11,895	25%
27243	Burns Avenue Drainage	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	0%
27311	Euroa Strathbogie Rd - Guardrail Replacement	\$175,000	\$175,000	\$102,085	\$0	\$64,545	\$64,545	\$37,540	37%
27312	High St Nagambie Nthern Roundabout	\$100,000	\$100,000	\$58,335	\$0	\$0	\$0	\$58,335	0%
27313	Ewings/Livingstone Rd Safety Investigation	\$10,000	\$10,000	\$5,835	\$0	\$0	\$0	\$5,835	0%
27314	Euroa Shepp /Boundary Rd /safety investigaton	\$150,000	\$150,000	\$87,500	\$0	\$0	\$0	\$87,500	0%
27315	Drysdale Rd Euroa: development works	\$16,000	\$16,000	\$9,335	\$0	\$0	\$0	\$9,335	0%
27316	High St Nagambie: on road bicycle lane markings	\$30,000	\$30,000	\$17,500	\$3,180	\$0	\$3,180	\$14,320	11%
27317	Upgrade Zero Class roads	\$400,000	\$400,000	\$233,335	\$74,098	\$0	\$74,098	\$159,237	19%
27318	Improved Intervention (Operating)	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	0%
27319	Nagambie Locksley/McDonalds Rd	\$754,000	\$754,000	\$439,835	\$33,959	\$4,000	\$37,959	\$401,876	5%
27374	Campbell St parking/turning lane	\$0	\$30,000	\$17,500	\$5,150	\$0	\$5,150	\$12,350	17%
	Total Roads General	\$2,437,000	\$2,157,000	\$1,258,260	\$191,890	\$74,221	\$266,111	\$992,149	12%
	Total Roads	\$5,866,000	\$5,586,000	\$3,258,510	\$430,295	\$411,676	\$841,971	\$2,416,539	15%
Bridges									
Bridges Council									
27150	Avenel Longwood Bridge No 62	\$200,000	\$280,700	\$163,740	\$979	\$280,700	\$281,679	-\$979	100%
27155	Friendlies Reserve-Memorial Oval survey	\$0	\$0	\$0	\$1,625	\$0	\$1,625	-\$1,625	0%
27157	Dip Lane Bridge No 143	\$50,000	\$50,000	\$29,165	\$0	\$0	\$0	\$29,165	0%
27331	Arcadia Tamleugh Rd No 542	\$32,000	\$32,000	\$18,665	\$0	\$0	\$0	\$18,665	0%
27333	Merton Strathbogie Rd Bridge No 3	\$230,000	\$0	\$0	\$0	\$0	\$0	\$0	0%
27336	Kings Rd Bridge No 93	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	0%
27337	Robinson Rd Bridge No 94	\$80,000	\$80,000	\$46,665	\$0	\$0	\$0	\$46,665	0%
27338	Ross Rd Bridge No 95	\$180,000	\$180,000	\$105,000	\$0	\$0	\$0	\$105,000	0%
27339	Avenel Longwood Rd Major Culvert No 184	\$45,000	\$45,000	\$26,250	\$0	\$0	\$0	\$26,250	0%
	Total Bridges Council	\$917,000	\$667,700	\$389,485	\$2,604	\$280,700	\$283,304	\$106,181	42%
Bridges RTR									
22036	Geodetic Rd Bridge No 19	\$0	\$127,500	\$74,375	\$117,145	\$0	\$117,145	-\$42,770	92%
22037	Halsalls Lane Bridge	\$104,000	\$104,000	\$60,665	\$69,880	\$0	\$69,880	-\$9,215	67%
27148	Avenel Longwood Bridge No 59	\$204,000	\$204,000	\$119,000	\$220,141	\$0	\$220,141	-\$16,141	108%
27149	Avenel Longwood Bridge No 63	\$165,000	\$165,000	\$96,250	\$127,972	\$256	\$128,228	-\$31,978	78%
27151	Ben Kell Rd Bridge No 36	\$154,000	\$184,000	\$107,335	\$0	\$188,027	\$188,027	-\$4,027	102%
27152	Bonds Lane Bridge No 144	\$80,000	\$80,000	\$46,665	\$36,517	\$0	\$36,517	\$10,148	46%
27153	Brookleigh Rd Bridge No 120	\$250,000	\$298,300	\$174,010	\$17,552	\$254,909	\$272,461	-\$98,451	91%
27154	Carters Rd Bridge No 55	\$140,000	\$140,000	\$81,665	\$0	\$0	\$0	\$81,665	0%
27156	Dip Lane Bridge No 142	\$40,000	\$40,000	\$23,335	\$0	\$0	\$0	\$23,335	0%
27158	Geodetic Rd Bridge No 18	\$0	\$0	\$0	\$10,000	\$0	\$10,000	-\$10,000	0%
27159	Giffen Rd Bridge No 42	\$84,000	\$84,000	\$49,000	\$53,529	\$0	\$53,529	-\$4,529	64%
27160	McCrackens/McKenzies Rd Bridge no 125	\$140,000	\$140,000	\$81,665	\$130,083	\$0	\$130,083	-\$48,418	93%
27161	Nagambie Rushworth Rd Bridge no 75	\$180,000	\$215,000	\$125,415	\$380	\$270,300	\$270,660	-\$145,245	126%

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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	
27164	Sheans Creek Rd Bridge no 5	\$400,000	\$359,300	\$209,590	\$720	\$359,300	\$360,020	-\$150,430	-\$720	100%
27165	Tarcombe Ruffy Rd Bridge No 14	\$180,000	\$215,000	\$125,415	\$901	\$205,500	\$206,401	-\$80,986	\$8,599	96%
27332	Grimwade Rd Bridge No 138	\$90,000	\$90,000	\$52,500	\$0	\$0	\$0	\$52,500	\$90,000	0%
27334	Oak Valley Road Bridge No 124	\$60,000	\$60,000	\$35,000	\$0	\$0	\$0	\$35,000	\$60,000	0%
27335	Leckies Rd Bridge No 50	\$255,000	\$255,000	\$148,750	\$0	\$0	\$0	\$148,750	\$255,000	0%
	Total Bridges RTR	\$2,526,000	\$2,761,100	\$1,610,635	\$784,799	\$1,278,293	\$2,063,092	-\$452,457	\$1,976,301	75%
	Total Bridges	\$3,443,000	\$3,428,800	\$2,000,120	\$787,403	\$1,558,993	\$2,346,396	-\$346,276	\$2,641,397	68%
Drainage										
22020	Nagambie Drainage - Retention Dam	\$80,000	\$80,000	\$46,665	\$8,733	\$0	\$8,733	\$37,933	\$71,268	11%
22025	Create Easements for Flood Levees	\$15,000	\$15,000	\$8,750	\$0	\$0	\$0	\$8,750	\$15,000	0%
24007	Nagambie Industrial Area - Scoping	\$23,000	\$23,000	\$13,415	\$6,840	\$0	\$6,840	\$6,575	\$16,160	30%
24008	Nagambie Industrial Area: Drainage	\$43,000	\$43,000	\$25,085	\$0	\$0	\$0	\$25,085	\$43,000	0%
27166	Shiffner St Violet Town	\$87,000	\$87,000	\$50,750	\$89,432	\$0	\$89,432	-\$38,682	-\$2,432	103%
27167	Euroa Flood Levee	\$180,000	\$180,000	\$105,000	\$171,568	\$0	\$171,568	-\$66,568	\$8,432	95%
27168	Garrett St Euroa	\$100,000	\$100,000	\$58,335	\$127,401	\$0	\$127,401	-\$69,066	-\$27,401	127%
27244	Drainage Investigation	\$14,000	\$14,000	\$8,165	\$15,315	\$0	\$15,315	-\$7,150	-\$1,315	109%
27245	Other Drainage	\$10,000	\$10,000	\$5,835	\$16,315	\$0	\$16,315	-\$10,480	-\$6,315	163%
27340	Euroa Mansfield Rd Stages 2 & 3	\$222,000	\$222,000	\$129,500	\$4,030	\$210,479	\$214,509	-\$85,009	\$7,491	97%
27341	Campbell St Special Charge Scheme Stage 1	\$255,000	\$297,000	\$173,250	\$710	\$12,950	\$13,660	\$159,590	\$283,340	5%
27342	Cree St: Williams to De Boos	\$45,000	\$45,000	\$26,250	\$2,584	\$1,589	\$4,172	\$22,078	\$40,828	9%
27343	Tip Road Drainage works	\$10,000	\$10,000	\$5,835	\$0	\$0	\$0	\$5,835	\$10,000	0%
27344	Brock St: relay brick drain	\$10,000	\$10,000	\$5,835	\$0	\$0	\$0	\$5,835	\$10,000	0%
27345	Avenel Longwood Rd Drainage Investigation	\$5,000	\$5,000	\$2,915	\$0	\$0	\$0	\$2,915	\$5,000	0%
27346	Stormwater pipelines & pit renewal	\$200,000	\$180,000	\$93,335	\$73,199	\$0	\$73,199	\$20,136	\$86,801	46%
	Total Drainage	\$1,299,000	\$1,301,000	\$758,920	\$516,126	\$225,018	\$741,143	\$17,777	\$784,874	57%
Footpaths										
27141	Clifton St 92m	\$0	\$0	\$0	\$14,356	\$0	\$14,356	-\$14,356	-\$14,356	0%
27144	Livingstone St walking track	\$20,000	\$20,000	\$11,665	\$19,535	\$0	\$19,535	-\$7,870	\$465	98%
27320	Anderson St: Bury to Clifton gravel	\$6,000	\$6,000	\$3,500	\$0	\$0	\$0	\$3,500	\$6,000	0%
27321	Elliot St: DeBoos for 60m	\$7,500	\$7,500	\$4,375	\$0	\$0	\$0	\$4,375	\$7,500	0%
27322	Templeton St: btw Turnbull & Tarcombe	\$7,500	\$7,500	\$4,375	\$0	\$0	\$0	\$4,375	\$7,500	0%
27323	Weir St: Anderson to Howitt	\$13,000	\$13,000	\$7,585	\$0	\$0	\$0	\$7,585	\$13,000	0%
27324	Violet Town Post Office	\$6,000	\$6,000	\$3,500	\$0	\$0	\$0	\$3,500	\$6,000	0%
27325	Violet Town Opportunity Shop	\$6,000	\$6,000	\$3,500	\$0	\$0	\$0	\$3,500	\$6,000	0%
27326	Livingstone St Mitchell St Intersection	\$20,000	\$20,000	\$11,665	\$0	\$0	\$0	\$11,665	\$20,000	0%
27327	Kirkland St: White to Scobie Sth side	\$86,000	\$86,000	\$50,165	\$0	\$61,170	\$61,170	-\$11,005	\$24,830	71%
27328	Kirkland/Bury St: pedestrian refuge	\$11,000	\$11,000	\$6,415	\$0	\$0	\$0	\$6,415	\$11,000	0%
27329	Access to Balmattum Hill Track	\$20,000	\$20,000	\$11,665	\$0	\$0	\$0	\$11,665	\$20,000	0%
27330	Walking Tracks	\$120,000	\$120,000	\$70,000	\$25,310	\$46,860	\$72,170	-\$2,170	\$47,830	60%
	Total Footpaths	\$323,000	\$323,000	\$188,410	\$59,201	\$108,030	\$167,231	\$21,179	\$263,799	52%
Kerb & Channel										
27147	Shiffner St Violet Town	\$45,000	\$45,000	\$26,250	\$37,273	\$0	\$37,273	-\$11,023	\$7,727	83%

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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
27300 Brock St footpath & Kerb PO	\$13,000	\$13,000	\$7,585	\$11,000	\$0	\$11,000	-\$3,415	\$2,000	85%
27301 Brock St - Lewis to Campbell St	\$25,000	\$25,000	\$14,585	\$0	\$64,750	\$64,750	-\$50,165	-\$39,750	259%
27302 Clifton St - Kirkland Ave to Binney St	\$10,000	\$10,000	\$5,835	\$72	\$0	\$72	\$5,763	\$9,928	1%
27303 Clifton St - Anderson to Hart St	\$6,000	\$6,000	\$3,500	\$0	\$0	\$0	\$3,500	\$6,000	0%
27304 Clifton St - Anderson to Hart St	\$10,000	\$10,000	\$5,835	\$0	\$0	\$0	\$5,835	\$10,000	0%
27305 De Boos St - Elliot to Challenger St	\$10,000	\$10,000	\$5,835	\$0	\$0	\$0	\$5,835	\$10,000	0%
27306 De Boos St - Elliot to Challenger St	\$15,000	\$15,000	\$8,750	\$0	\$0	\$0	\$8,750	\$15,000	0%
27307 Fancourt St - Allen to Fuley St	\$20,000	\$20,000	\$11,665	\$0	\$0	\$0	\$11,665	\$20,000	0%
27308 Fancourt St - Birkett To Allen	\$20,000	\$20,000	\$11,665	\$0	\$0	\$0	\$11,665	\$20,000	0%
27309 Goburn St - from Turnbull St	\$25,000	\$25,000	\$14,585	\$0	\$0	\$0	\$14,585	\$25,000	0%
27310 Hart St - Brock to Allen St	\$25,000	\$25,000	\$14,585	\$0	\$0	\$0	\$14,585	\$25,000	0%
Total Kerb & Channel	\$224,000	\$224,000	\$130,675	\$48,345	\$64,750	\$113,095	\$17,580	\$175,655	50%
Plant & Machinery									
28006 Plant Replacement (Strathoon)	\$676,000	\$528,400	\$308,235	\$97,551	\$0	\$97,551	\$210,684	\$430,849	18%
28007 Motor Vehicle Fleet Replacement	\$308,000	\$195,000	\$113,750	\$55,510	\$0	\$55,510	\$58,240	\$139,490	28%
Total Plant & Machinery	\$984,000	\$723,400	\$421,985	\$153,061	\$0	\$153,061	\$268,924	\$570,339	21%
Furniture & Equipment									
Computers & Telecommunications									
26012 Hardware Replacement Program	\$406,000	\$489,600	\$285,600	\$17,473	\$28,784	\$46,257	\$239,343	\$443,343	9%
Total Computers & Telecommunications	\$406,000	\$489,600	\$285,600	\$17,473	\$28,784	\$46,257	\$239,343	\$472,127	9%
Total Furniture & Equipment	\$406,000	\$489,600	\$285,600	\$17,473	\$28,784	\$46,257	\$239,343	\$472,127	9%
CAPEXP adjustments since adoption									
27378 Aircon: Saleyards Canteen	\$0	\$0	\$0	\$3,870	\$0	\$3,870	-\$3,870	-\$3,870	0%
27379 49 Hunter St Road Reserve	\$0	\$0	\$0	\$5,000	\$0	\$5,000	-\$5,000	-\$5,000	0%
Furniture and Equipment									
27375 CCTV System Travellers Rest Euroa	\$0	\$0	\$0	\$429	\$7,673	\$8,102	-\$8,102	-\$8,102	0%
Total Furniture and Equipment	\$0	\$0	\$0	\$429	\$7,673	\$8,102	-\$8,102	-\$429	0%
Total CAPEXP adjustments since adoption	\$0	\$0	\$0	\$9,299	\$7,673	\$16,972	-\$16,972	-\$9,299	0%
Total Capital	\$14,542,000	\$14,177,800	\$8,270,385	\$2,741,366	\$2,526,908	\$5,268,274	\$3,002,111	\$11,436,434	37%
Grand Total	\$14,542,000	\$14,177,800	\$8,270,385	\$2,741,366	\$2,526,908	\$5,268,274	\$3,002,111	\$11,436,434	37%

9.7.19 Euroa Apex Pro Rodeo **- Sponsorship Request**

Author & Department

Visitor Economy and Events Coordinator / Corporate and Community Directorate

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

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

Summary

The inaugural Euroa Apex Pro Rodeo is to be held on 24 March 2018 at the Euroa Showgrounds. The Euroa Rough Stock Rodeo Incorporated committee successfully applied for a Community Event Grant in 2018 and were granted \$3,000 towards the event. The committee have sent a series of emails to the Mayor requesting further support and sponsorship in the form of:

1. Supply of watercart – on advice from Council's Manager, Works, a watercart for the Saturday afternoon/evening would be approximately \$600 - \$800
2. Supply of waste and recycling bins – 15 x general waste & 15 x recycling bins would cost approximately \$450
3. Letter of support for Liquor Licence – the licence has already been issued and there were no objections from the Euroa Police.

RECOMMENDATION

For Council decision.

Background

It has been a long time since a Rodeo has been held in Euroa and it is an enthusiastic committee which has taken on the challenge. They are looking for this to be an annual event. The cost of the extra requests will cost approximately \$1,250 on top of the \$3,000 already allocated.

Alternative Options

It is a matter for Council to decide if the Rodeo should be granted extra funding.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"* through our mission of *"To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services"*.

9.7.19 Euroa Apex Pro Rodeo
- Sponsorship Request (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

Adequate funds are available within the budget at this time.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

The author of this report considers that the matter under consideration did not require a community consultation process due to the nature of the request

Attachments

Emails attached

9.7.19 Euroa Apex Pro Rodeo
- Sponsorship Request (cont.)

From: Steven Hill <S.Hill@cfa.vic.gov.au>
Date: 7 December 2017 at 9:46:08 am AEDT
To: "amanda.mcclaren@strathbogie.vic.gov.au"
<amanda.mcclaren@strathbogie.vic.gov.au>
Subject: Euroa Apex Pro Rodeo

Hi Amanda, you maybe aware of the approaching Euroa Apex Pro Rodeo to be held March 24th 2018 at the Euroa Showgrounds. Sometime ago we formed a committee to undertake this mammoth task.

This event will attract attention from a national audience. This is the first rodeo to be held in Euroa since 2004. We hope that this event becomes an annual event for our community.

As this is a new event and we are starting out from the beginning with no financial backing we have sent out 135 letters of sponsorship. The response from this has been fair.

We have receive quotes for everything we think maybe required. This includes bins and portable toilets.

Iam writing you in hope that the Strathbogie Shire maybe able to assist us in cutting down costs in our first year. Our thoughts were that the Shire maybe in a position to assist with supply of a bulk amount wheelie bins (garbage and recycle) and cover the cost of emptying them.

If there are any other areas that you think the Shire maybe able help- please let me know.

Thanks

Steven Hill

M: 0427 817 640 E: s.hill@cfa.vic.gov.au

Email- volunteerworkwear@cfa.vic.gov.au

9.7.19 Euroa Apex Pro Rodeo
- Sponsorship Request (cont.)

From: Steven Hill <S.Hill@cfa.vic.gov.au>
Date: 19 December 2017 at 4:39:31 pm AEDT
To: Amanda McClaren <Amanda.McClaren@strathbogie.vic.gov.au>
Subject: RE: Euroa Apex Pro Rodeo

Amanda, in regard to the Euroa Rodeo- we are applying for a liquor licence. Would you or the council be able to provide us a letter of support to attach to our application?
Thanks again.

Steven Hill – Project Manager Volunteer Workwear
M: 0427 817 640 E: s.hill@cfa.vic.gov.au
Email- volunteerworkwear@cfa.vic.gov.au
Protecting lives and property

From: Steven Hill <S.Hill@cfa.vic.gov.au>
Date: 17 January 2018 at 9:25:40 am AEDT
To: Amanda McClaren <Amanda.McClaren@strathbogie.vic.gov.au>
Subject: RE: Euroa Apex Pro Rodeo

Amanda, thanks for your response. Would I be pushing the friendship to enquire about the use of the water cart for dust suppression at the rodeo???
Thanks

Steven Hill - Project Manager Volunteer Workwear
M: 0427 817 640 E: s.hill@cfa.vic.gov.au
Email- volunteerworkwear@cfa.vic.gov.au
Protecting lives and property

9.7.20 Euroa Cup Committee **- Sponsorship Request**

Author & Department

Visitor Economy and Events Coordinator / Corporate and Community Directorate

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

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

Summary

The Euroa Cup Committee Inc have submitted a request for \$5,000 over three years to sponsor the children's activities and free bus service from Euroa/Violet Town/Benalla to the Cup event held at the Benalla Racecourse.

Attached to this report is the request letter for Council consideration.

RECOMMENDATION

For Council decision.

Background

The Euroa Cup was first held in Benalla approximately 20 years ago. Benalla was chosen as there was no suitable racetrack in Euroa township itself. There are approximately 2,000 people who attend mostly from the local region. Many local trainers attend and the races are televised throughout Australia. The Shire has established itself as the 'Thoroughbred Capital of Victoria' and in the past has supported Equine pursuits.

The author has not prepared a Remplan Tourism Impact Report as there would not be any direct or indirect tourism impact on the Shire as the event is being held in another Shire.

Alternative Options

The author providing advice in relation to this report have considered potential alternative courses of action, but as the event is not in Strathbogie Shire there does not seem to be a feasible alternative other than cash.

Risk Management

This is the first request for sponsorship being put before the current Council. The decision is for Council, and the risk management factors to consider would be reputational in respect of support or decline.

9.7.20 Euroa Cup Committee
- Sponsorship Request (cont.)

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"* through our mission of *"To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services"*.

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

Adequate funds are available within the budget at this time.

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

The author of this report considers that the matter under consideration did not require a community consultation process due to the nature of the request.

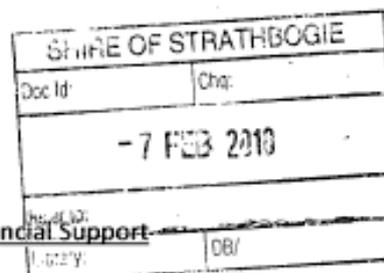
Attachments

Sponsorship request letter

9.7.20 Euroa Cup Committee
- Sponsorship Request (cont.)

EUROA CUP COMMITTEE INC.
56 Binney Street, Euroa Victoria 3666
Telephone: 03 5795 3642 Fax: 03 5795 3619

Mr Steve Crawcour,
Chief Executive Officer,
Strathbogie Shire Council,
109a Binney Street,
Euroa. Vic 3666



Euroa Cup: Sunday 18 March, 2018 Financial Support

Dear Steve,

The Euroa Cup Committee has again been invited by the Benalla Turf Club to conduct the Euroa Cup at Benalla on Sunday 18 March, 2018. The local Committee has this year placed substantial emphasis of the day to be both Community and Family orientated.

Historically, the Euroa Cup meeting was conducted in Euroa. The move to Benalla was made due to track maintenance costs, surface conditions, occupational health and safety and ability to provide greater promotion of Euroa and the Strathbogie Region. The race day retained its recognition as one of only three Country Cups considered by Thoroughbred Racing Victoria to be televised nationally.

The local Euroa Cup Committee has seen the Event grow in stature and generate substantial Community interest. The Community day attracted approximately 2,000 persons last year and is a major partner of Equine Studs in the region whilst at the same time offers local businesses and sporting groups the opportunity to participate and raise funds in the process through ticket sales.

Each year we negotiate with Thoroughbred Racing Victoria to ensure we maximise the opportunity for horses bred and trained locally to participate in the program. This includes providing races over a variety of distances to ensure competitive race fields. Since 2012 the Committee has noted this event continues to attract more horses bred and trained within the region. In fact, local Owners have been successful in key races. All races are televised throughout Australia providing the Shire with the opportunity to reach a significant audience and promote the Shire and Euroa as a destination of choice.

To enhance the day, The Committee in conjunction with the Benalla Racing Club, is promoting substantial children's activities. These include Chris Humpfrey's wild action zoo animal show, pony rides, Kelly sports, jumping castle, local band "The Rockafellas", Euroa

Secondary College School Band, face painting and fashions on the field (an outstanding popular event for the kids). That is, the focus is on providing the Strathbogie Community with a wonderful day out.

The Committee produced an exciting Cup day last year including corporate marquees and thanks to the generous support of local businesses saw a significant increase in local Shire community support. There was no doubt that this event promoted the equine industry, Shire and the Region. The Committee is again committed to producing a broad based community event for local families, North East Breeders Group and interested race enthusiasts.

The cost to produce the Community activities on the day including free bus travel (Euroa/Violet Town/Benalla and return) is only possible with local financial support. To this end, the Committee hereby seeks the support of the Strathbogie Shire Council to enable this community event to continue. Accordingly, the Committee is requesting a three year commitment between both Parties in the amount of \$5,000. (\$2,000 in 2018, \$1,500 per year in 2019 and 2020). These funds will enable the Committee to focus on complementary children activities such as Chris Humphrey animal show & Kelly Sports This contribution enables the day to proceed and allows the Committee to help local community members attend and enjoy the benefits of the day.

Promotional material will reflect the input and support of the Shire and the Shire's commitment to meeting the complementary economic and social needs of the broader Equine and Sporting Community.

This day is an exciting and significant Community Event and therefore the Committee welcomes the support and involvement of the Shire.

We look forward to discussing this matter further with you. My contact number is 0417190615.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Dennis Rebbeck', with a large, stylized flourish extending to the right.

Dennis Rebbeck
President
Euroa Cup Committee Inc.

9.7.21 Business Management System

The February 2018 Business Management System Report includes reports as follows:-

- Building Department – December 2017 and January 2018 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - December 2017 and January 2018
- Confirm Customer Enquiry Flow – Reports for December 2017 and January 2018
- Waste Management Reporting ~ Year to Date - December 2017 and January 2018
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 31 January 2018
- Review of Council Policies – January / February 2018
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

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

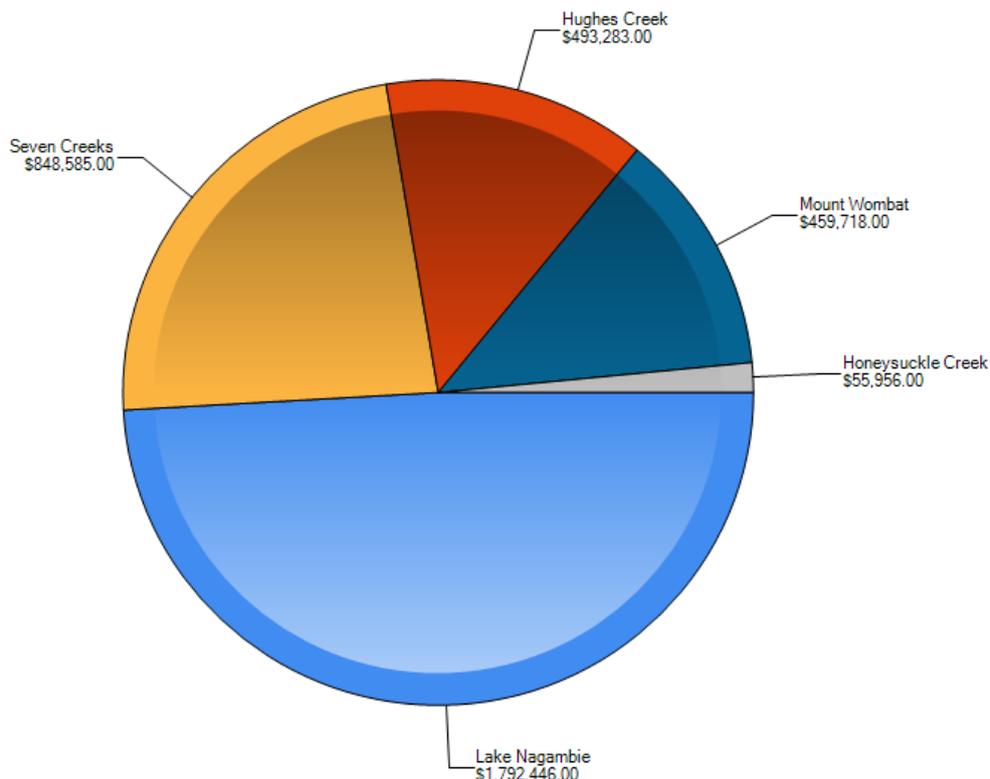
RECOMMENDATION

That the report be noted.

BUILDING ACTIVITY DECEMBER 2017 AND JANUARY 2018

December 2017

26 permits, with a works value of \$3,649,988, were lodged with Council in December 2017. December's activity generally reflects the monthly averages of 2017 (see table for 2017 activity); however, the breakdown by ward indicates that the Lake Nagambie ward had a works value of over \$400,000 above average and the Seven Creeks ward works value was over \$247,000 below average. The permits lodged were primarily for new dwellings across the shire.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20170184/0	27/12/2017	Construction of	Shed	Violet Town	\$14,956.00
20172449/0	22/11/2017	Extension to	Dwelling	Violet Town	\$41,000.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20170334/0	12/12/2017	Removal of	Dependant Persons Unit	Avenel	\$11,670.00
20172580/0	14/12/2017	Construction of	Dwelling	Locksley	\$309,320.00
20172746/0	21/12/2017	Extension to	Dwelling	Avenel	\$172,293.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
2017/004717/0	14/12/2017	Construction of	Dwelling & Garage, Retaining Wall	Nagambie	\$204,999.00
20170248/0	8/12/2017	Construction of	Dwelling	Nagambie	\$280.00
20170382/1	30/11/2017	Construction of	Dwelling & Garage, Shed	Nagambie	\$230,000.00
20170382/2	21/12/2017	Construction of	Shed, Detached Dwelling & Garage	Nagambie	\$18,000.00
20170863/0	30/11/2017	Construction of	Dwelling & Garage	Nagambie	\$271,519.00
20170904/0	18/12/2017	Construction of	Dwelling & Garage	Nagambie	\$254,466.00
20172431/0	4/12/2017	Construction of	Farm Shed	Arcadia South	\$45,000.00
20172447/0	7/12/2017	Construction of	Dwelling & Garage	Nagambie	\$358,365.00
20172471/0	30/11/2017	Construction of	Dwelling & Garage	Nagambie	\$343,817.00
20172615/0	4/12/2017	Extension to	Shed	Tabilk	\$66,000.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172420/0	28/11/2017	Restump of	Dwelling	Tarcombe	\$13,805.00
20172477/0	1/12/2017	Construction of	Machinery Shed	Ruffy	\$35,000.00
20172484/0	11/12/2017	Extension to	Dwelling	Euroa	\$410,913.00

Seven Creeks

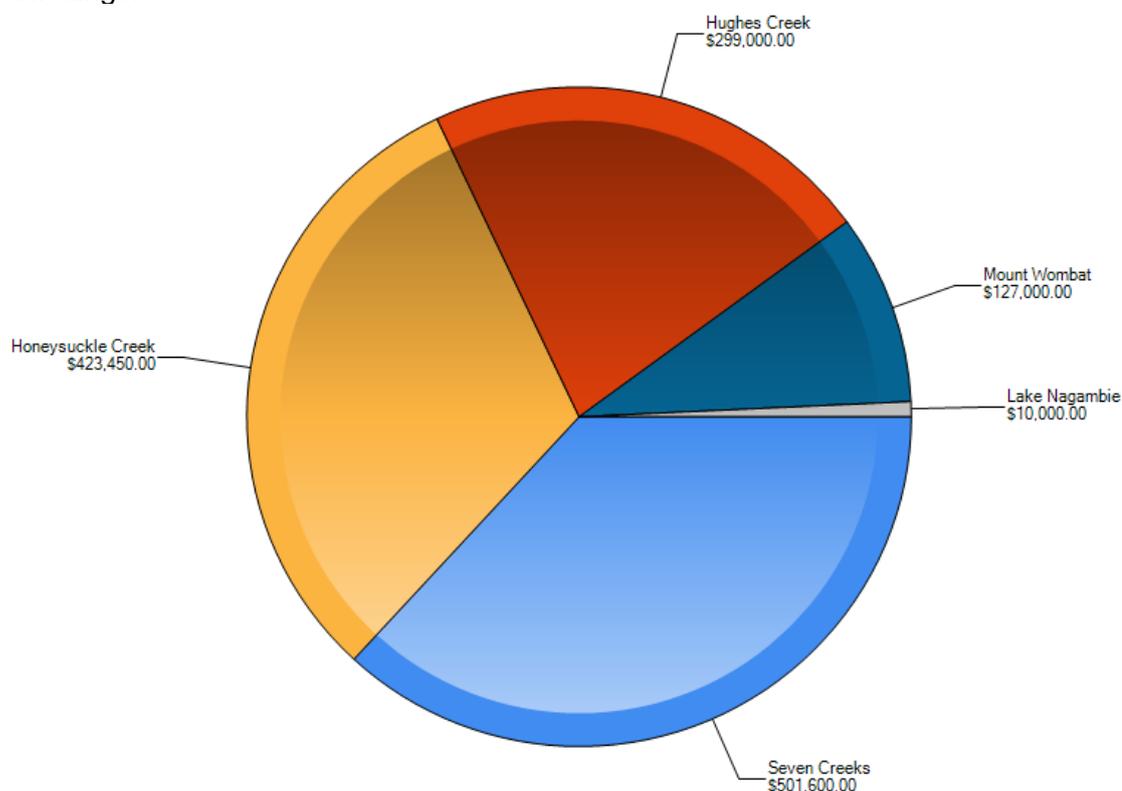
Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20170556/0	26/11/2017	Re-erection of	Dwelling	Euroa	\$20,000.00
20172410/0	15/11/2017	Alteration to, Change of use	Hall, Veterinary Clinic	Euroa	\$60,000.00
20172433/0	1/12/2017	Restump of	Dwelling	Euroa	\$11,202.00
20172438/0	6/11/2017	Extension to	Dwelling	Euroa	\$55,645.00
20172454/0	7/12/2017	Construction of	Shelter	Euroa	\$102,434.00
20172474/0	24/11/2017	Construction of	Dwelling & Garage	Euroa	\$300,107.00
20172611/0	4/12/2017	Construction of	Shed	Miepoll	\$30,000.00
20172622/0	4/12/2017	Construction of	Dwelling & Garage	Euroa	\$269,197.00

Building Activity for 2017

Ward	Sum number of Lodgements	Sum cost of works	Average number of lodgements per month	Average cost of works per month	Average cost of works per permit
Honeysuckle Creek	28	\$1,809,501.00	2.3	150791.75	64625.036
Hughes Creek	30	\$4,129,930.00	2.5	344160.83	137664.33
Lake Nagambie	103	\$16,594,432.00	8.58	1382869.33	161110.99
Mount Wombat	34	\$3,372,353.00	2.8	281029.41	99186.85
Seven Creeks	81	\$13,155,361.00	6.75	1096280.08	162411.86
Total	276	\$39,061,577.00	23	3255131.42	141527.45

January 2018

12 permits, with a works value of \$1,361,050, were lodged with Council in the first month of 2018. January and/or February are generally quiet months for permit lodgements and this January is no exception, with only one or two lodgements per Council ward, except the Seven Creeks ward. All works recorded are for the construction of, or improvement to, dwellings.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180005/0	12/01/2018	Construction of	Carport	Violet Town	\$4,000.00
20180151/0	23/01/2018	Construction of	Dwelling & Garage	Violet Town	\$419,450.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172223/0	12/12/2017	Alterations & Additions to	Dwelling	Avenel	\$141,500.00
20180027/0	12/01/2018	Construction of	Dwelling & Carport	Longwood	\$157,500.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172439/0	18/12/2017	Demolition of	Dwelling	Nagambie	\$10,000.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20170234/0	10/01/2018	Construction of	Dwelling	Creightons Creek	\$127,000.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
180002/0	10/01/2018	Restump of	Dwelling	Euroa	\$12,000.00
20170075-0	8/12/2017	Construction of	Dwelling	Euroa	\$215,987.00
20172496/0	18/12/2017	Restump of	Dwelling	Euroa	\$7,000.00
20180004/0	9/01/2018	Construction of	Roof	Euroa	\$18,000.00
20180096/0	15/01/2018	Construction of	Dwelling & Garage	Euroa	\$224,213.00
20180188/0	29/01/2018	Construction of	Shed	Euroa	\$24,400.00

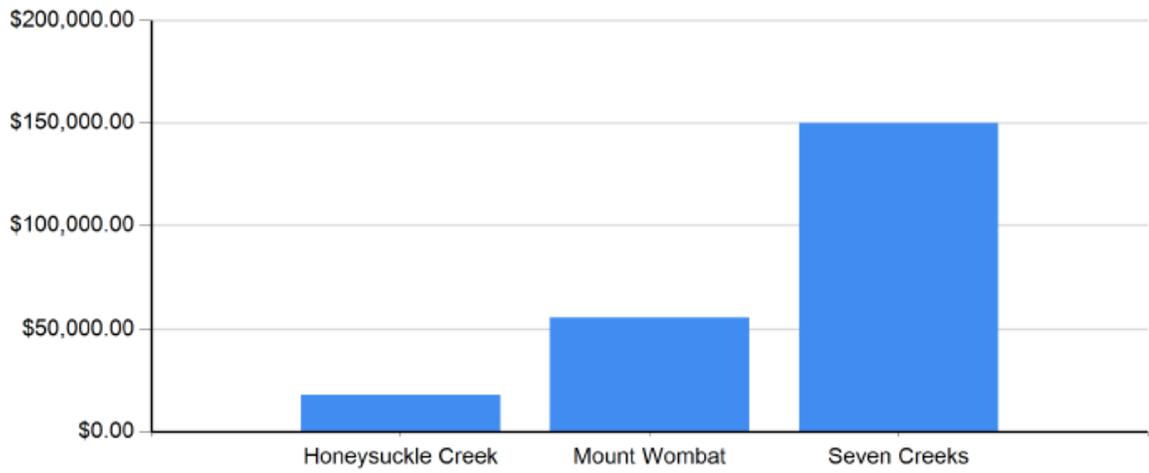
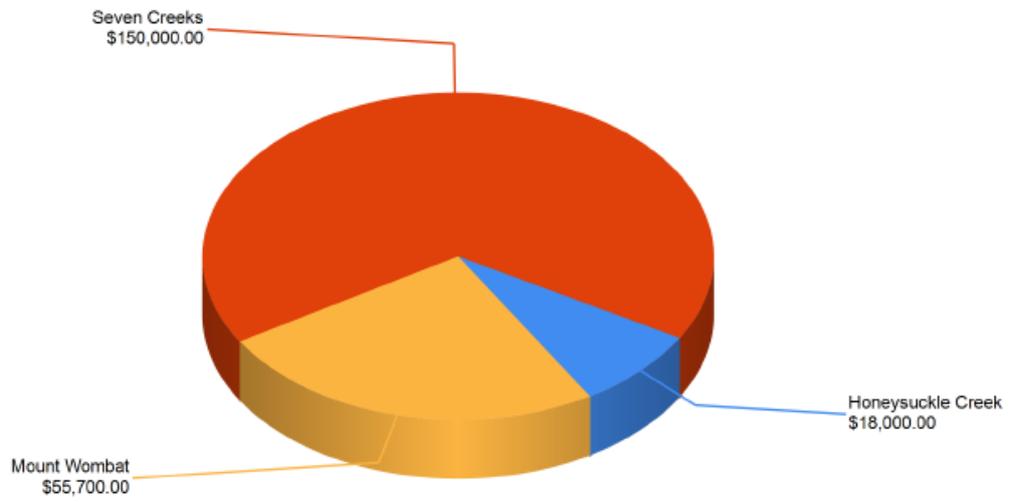
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL
IMPROVED VALUE)**
DECEMBER 2017 AND JANUARY 2018 (NIL FOR JANUARY 2018)



Planning Applications Determined

December 2017

Honeysuckle Creek	\$18,000.00
Marraweeney	\$18,000.00
Mount Wombat	\$55,700.00
Creightons Creek	\$50,000.00
Strathbogie	\$1,500.00
Strathbogie	\$4,200.00
Seven Creeks	\$150,000.00
Euroa	\$150,000.00
Total Value	\$223,700.00



CONFIRM CUSTOMER ENQUIRY FLOW
- REPORTS FOR DECEMBER 2017 AND JANUARY 2018

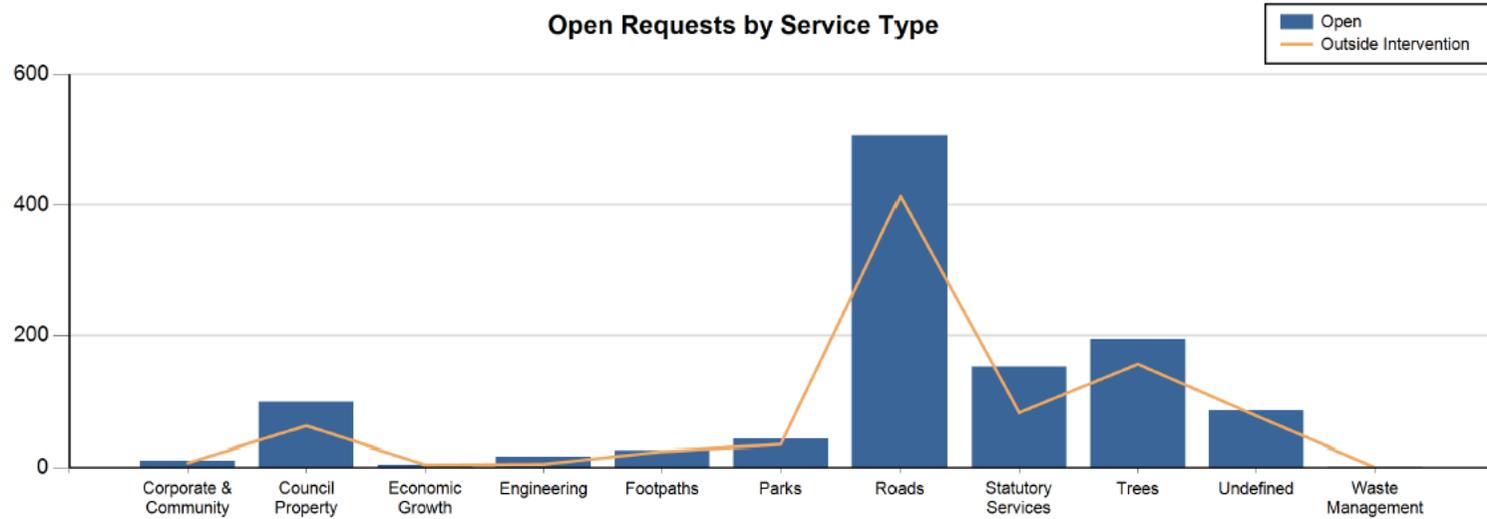
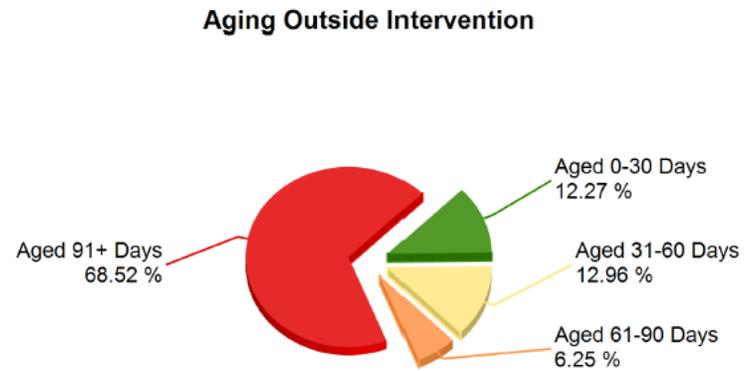
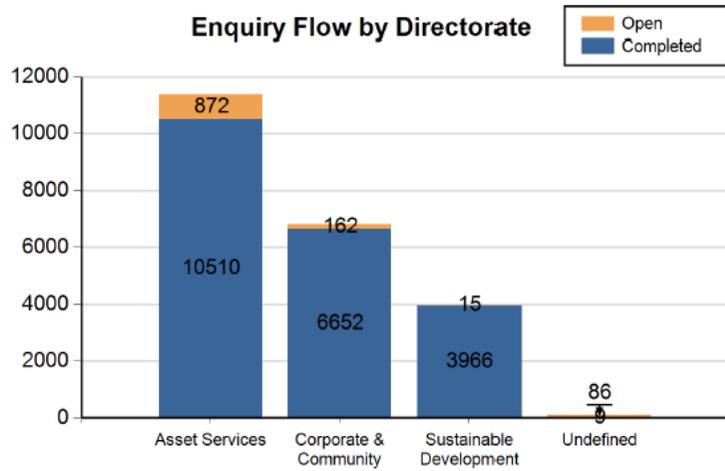


Confirm Customer Enquiry Flow

January 2018

Service Type	Total			January 2018			2017-2018			Aging Outside Intervention				
	Logged	Open	Closed	Logged	Open	Closed	Logged	Open	Closed	0-30	31-60	61-90	91+	Total
Corporate & Community	1,018	10	99.02%	3	2	33.33%	7	4	42.86%	1	0	0	6	7
Council Property	1,361	98	92.80%	47	38	19.15%	197	76	61.42%	14	13	5	30	62
Economic Growth	2,531	4	99.84%	0	0	NA	1	1	0.00%	0	0	1	3	4
Engineering	253	16	93.68%	4	3	25.00%	12	7	41.67%	0	0	0	5	5
Footpaths	296	26	91.22%	5	3	40.00%	42	13	69.05%	3	2	2	17	24
Parks	388	42	89.18%	14	8	42.86%	48	16	66.67%	4	2	1	27	34
Roads	7,277	506	93.05%	110	33	70.00%	939	190	79.77%	22	34	19	338	413
Statutory Services	5,796	152	97.38%	123	33	73.17%	625	80	87.20%	12	7	8	55	82
Trees	1,688	194	88.51%	46	37	19.57%	208	102	50.96%	18	9	18	111	156
Undefined	95	86	9.47%	33	30	9.09%	95	86	9.47%	32	45	0	0	77
Waste Management	1,569	1	99.94%	6	1	83.33%	167	1	99.40%	0	0	0	0	0
	22,272	1,135	94.90%	391	188	51.92%	2,341	576	75.40%	106	112	54	592	864

Corporate & Community	Council Property	Economic Growth	Engineering	Footpaths	Parks	Roads	Statutory Services	Trees	Waste Management
General	Council Property Council Property Pest Control Public Art Public Lighting Saleyards Signs	Events Planning Sub Divisions	Confirm Custodian Enquiry Engineering	Footpaths Footpaths Furniture Road/Street/Footpaths	Park/Reserve Playground State Forrest/National Park	Bridges Drainage Emergency Call Out Naturestrip Roads Traffic Lights	Building Animals - Domestic Animals - Other Environment Protection Environmental Health Fire Grants Incident Infringement Review Local Laws Marine Safety Private Prop & Rual Roadside	Tree	Waste Mngmt & Recycling



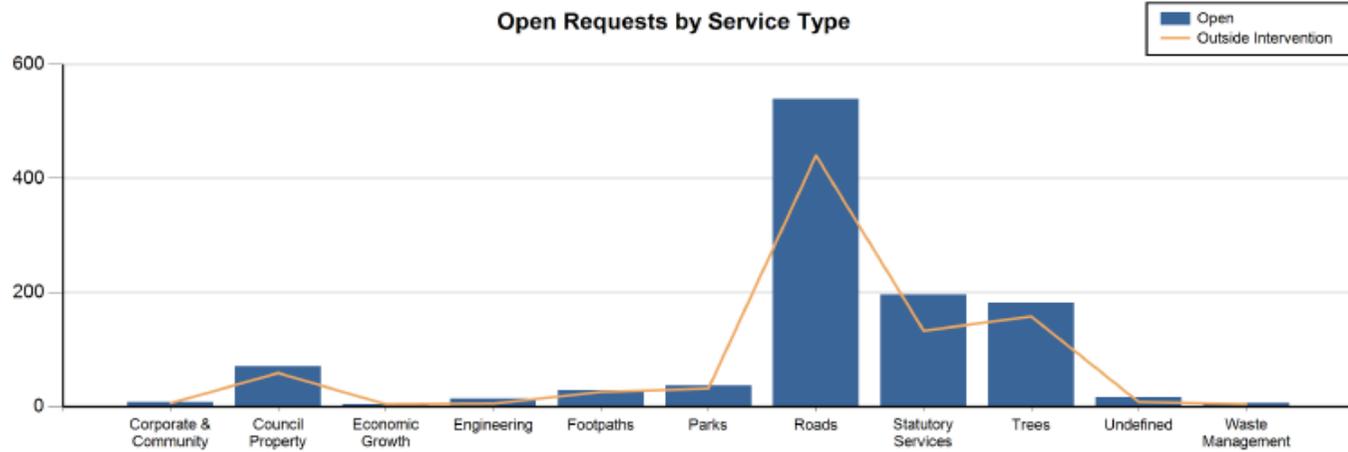
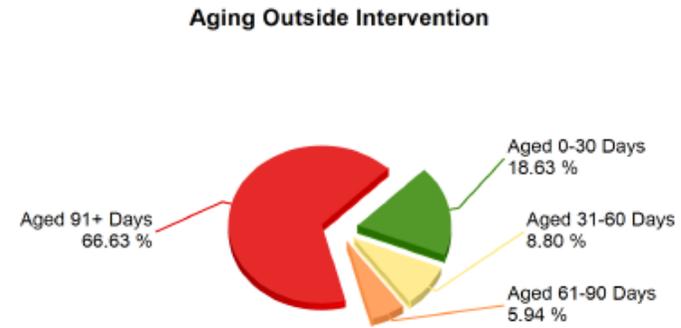
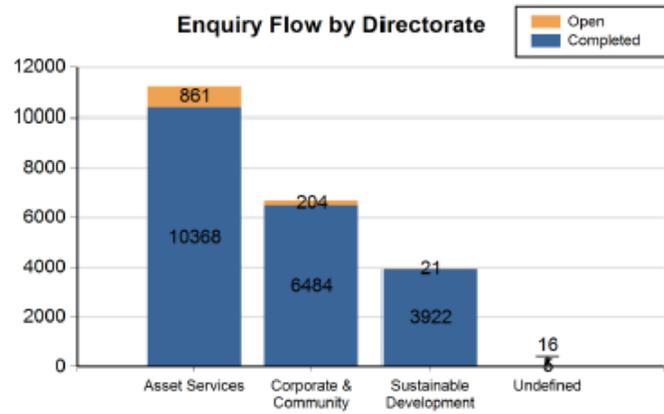


Confirm Customer Enquiry Flow

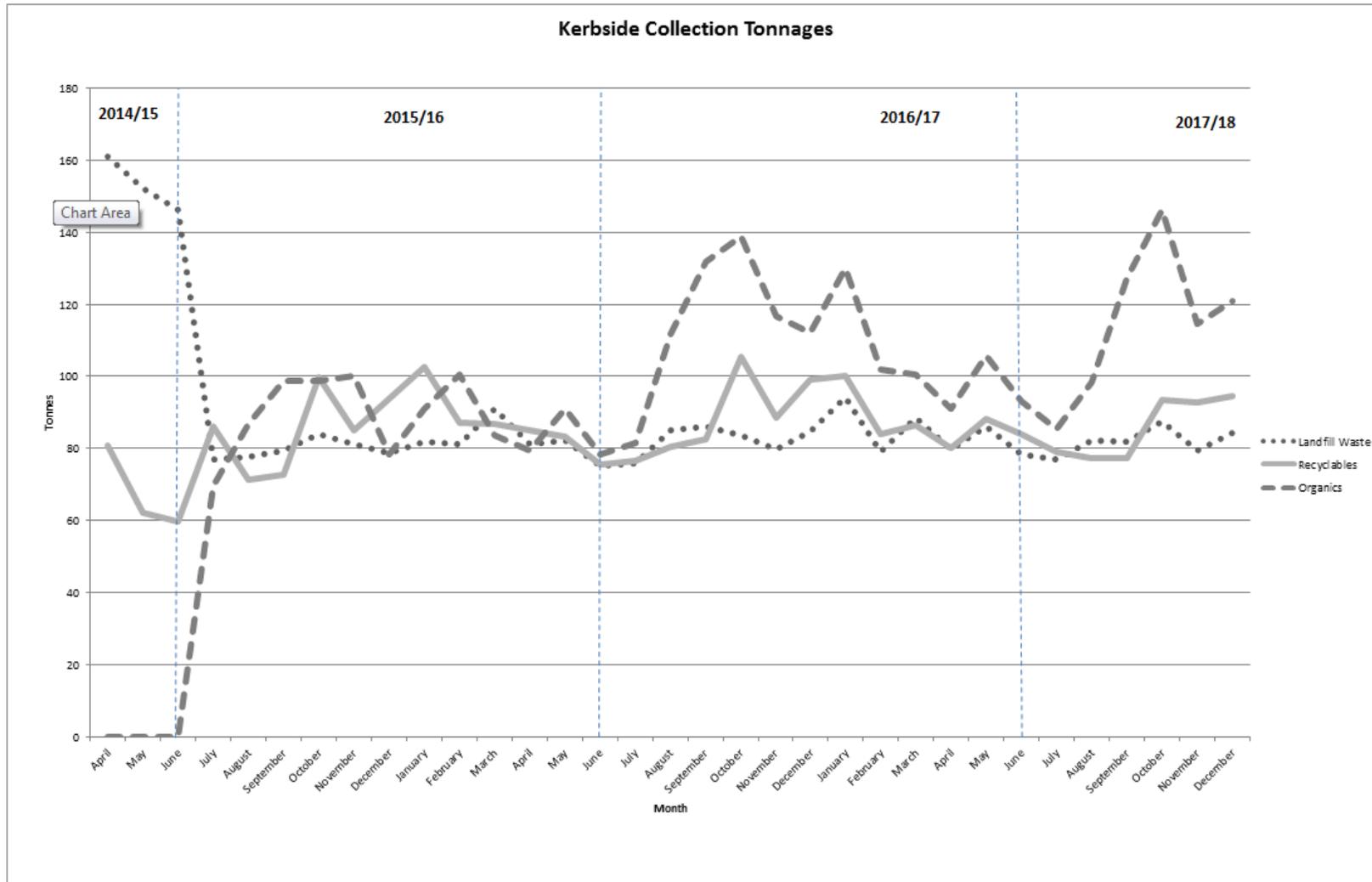
December 2017

Service Type	Total			December 2017			2017-2018			Aging Outside Intervention				
	Logged	Open	Closed	Logged	Open	Closed	Logged	Open	Closed	0-30	31-60	61-90	91+	Total
Corporate & Community	1,015	8	99.21%	2	1	50.00%	4	2	50.00%	0	0	1	5	6
Council Property	1,313	71	94.59%	30	22	26.67%	149	49	67.11%	23	4	5	27	59
Economic Growth	2,531	4	99.84%	0	0	NA	1	1	0.00%	0	1	0	3	4
Engineering	249	14	94.38%	2	2	0.00%	8	5	37.50%	0	0	1	4	5
Footpaths	292	29	90.07%	7	7	0.00%	38	15	60.53%	4	2	1	19	26
Parks	373	37	90.08%	8	3	62.50%	33	9	72.73%	3	1	3	25	32
Roads	7,209	539	92.52%	198	107	45.96%	871	223	74.40%	85	19	15	321	440
Statutory Services	5,673	196	96.55%	73	24	67.12%	502	113	77.49%	23	30	15	65	133
Trees	1,642	182	88.92%	28	17	39.29%	162	82	49.38%	17	20	11	110	158
Undefined	21	16	23.81%	21	16	23.81%	21	16	23.81%	8	0	0	0	8
Waste Management	1,563	6	99.62%	1	0	100.00%	161	0	100.00%	0	0	0	4	4
	21,881	1,102	94.96%	370	199	46.22%	1,950	515	73.59%	163	77	52	583	875

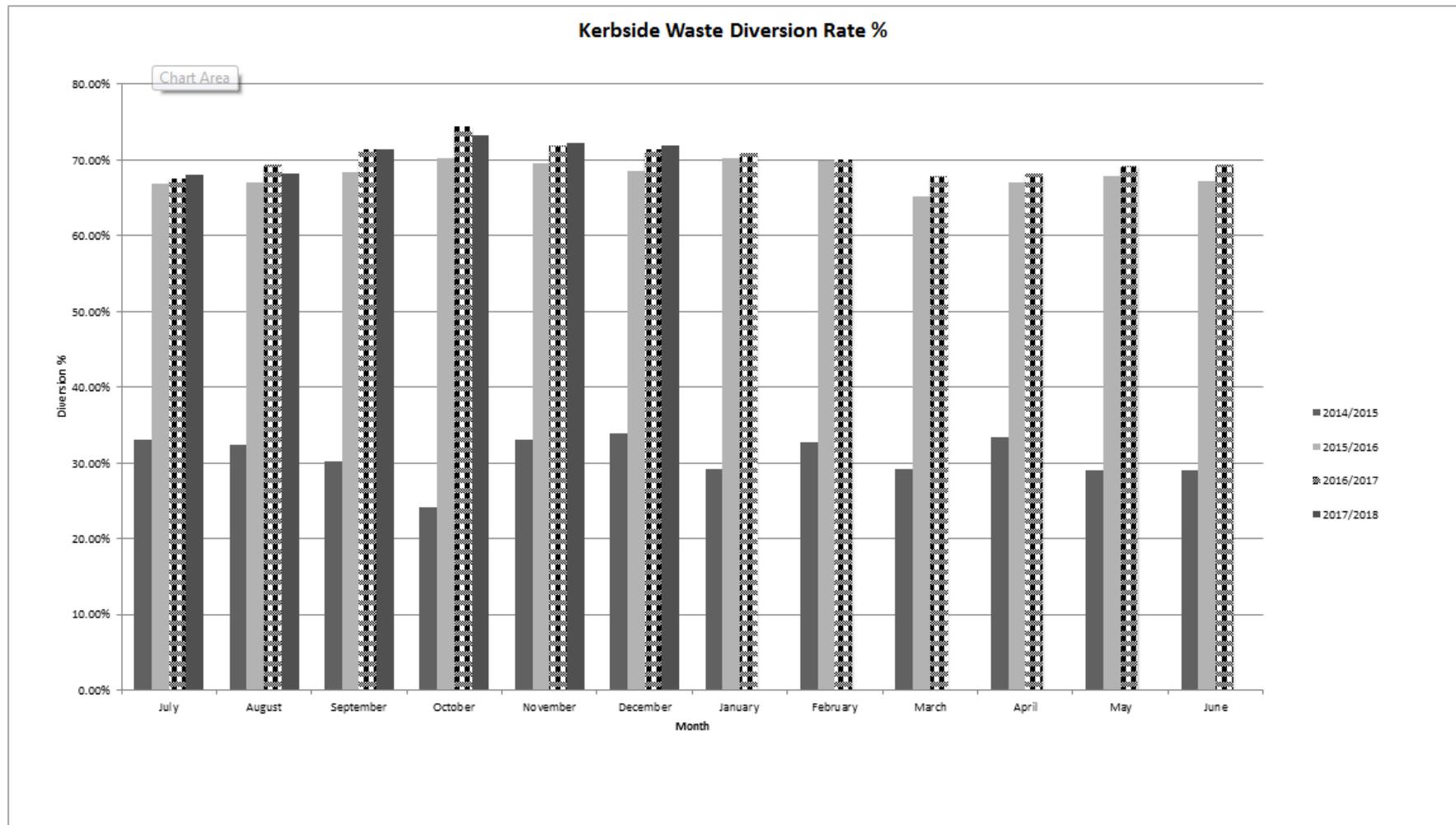
Corporate & Community	Council Property	Economic Growth	Engineering	Footpaths	Parks	Roads	Statutory Services	Trees	Waste Management
General	Council Property Pest Control Public Art Public Lighting Salesyards Signs	Events Planning Sub Divisions	Confirm Custodian Enquiry Engineering	Footpaths Furniture Road/Street/Footpaths	Park/Reserve Playground State Forrest/National Park	Bridges Drainage Emergency Call Out Naturestrip 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	Tree	Waste Mngmt & Recycling



WASTE MANAGEMENT REPORTING
YEAR TO DATE - DECEMBER 2017

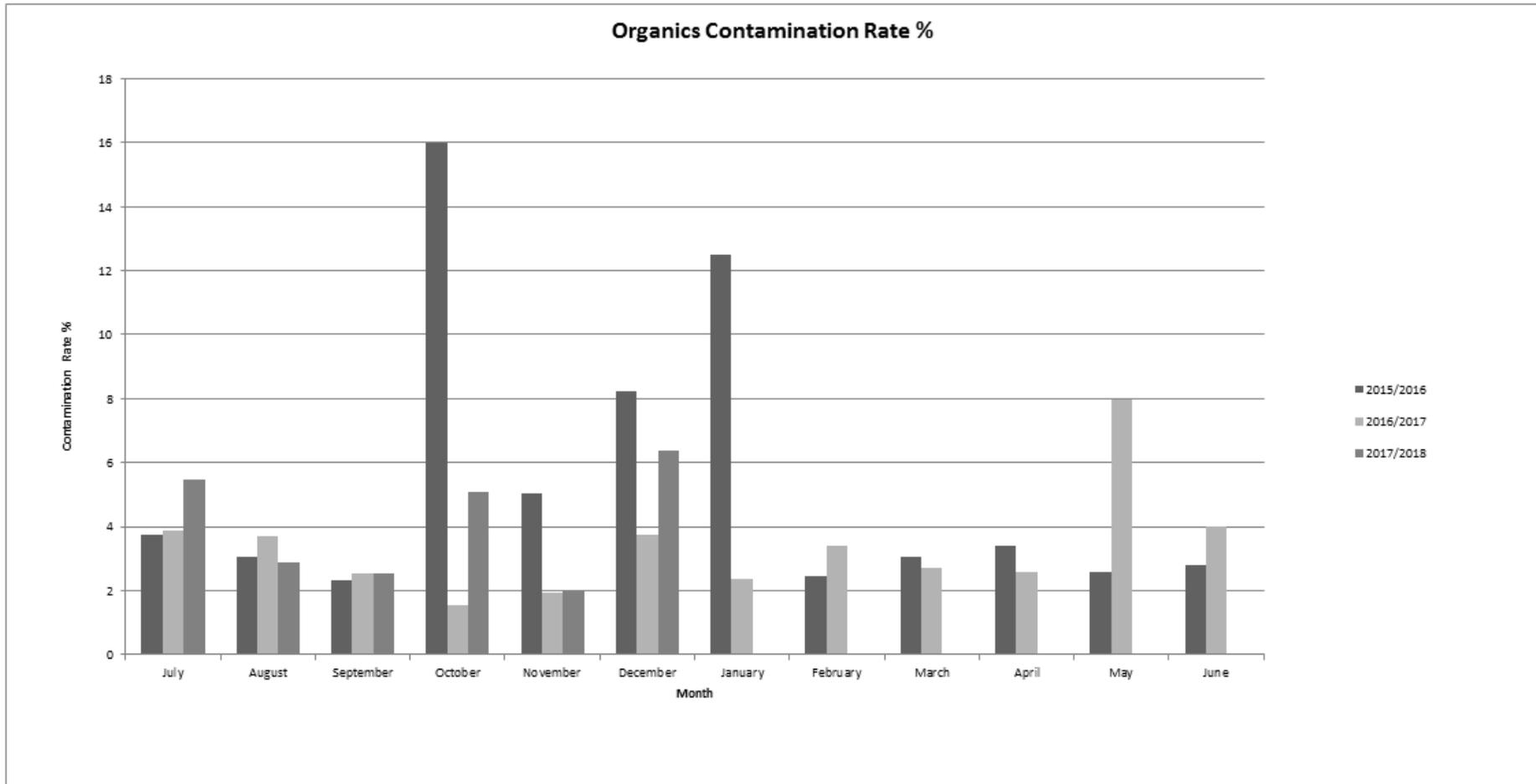


Consistent with previous years, December has seen an increase in landfill waste and recyclables tonnages. Organics tonnages have also increased slightly.



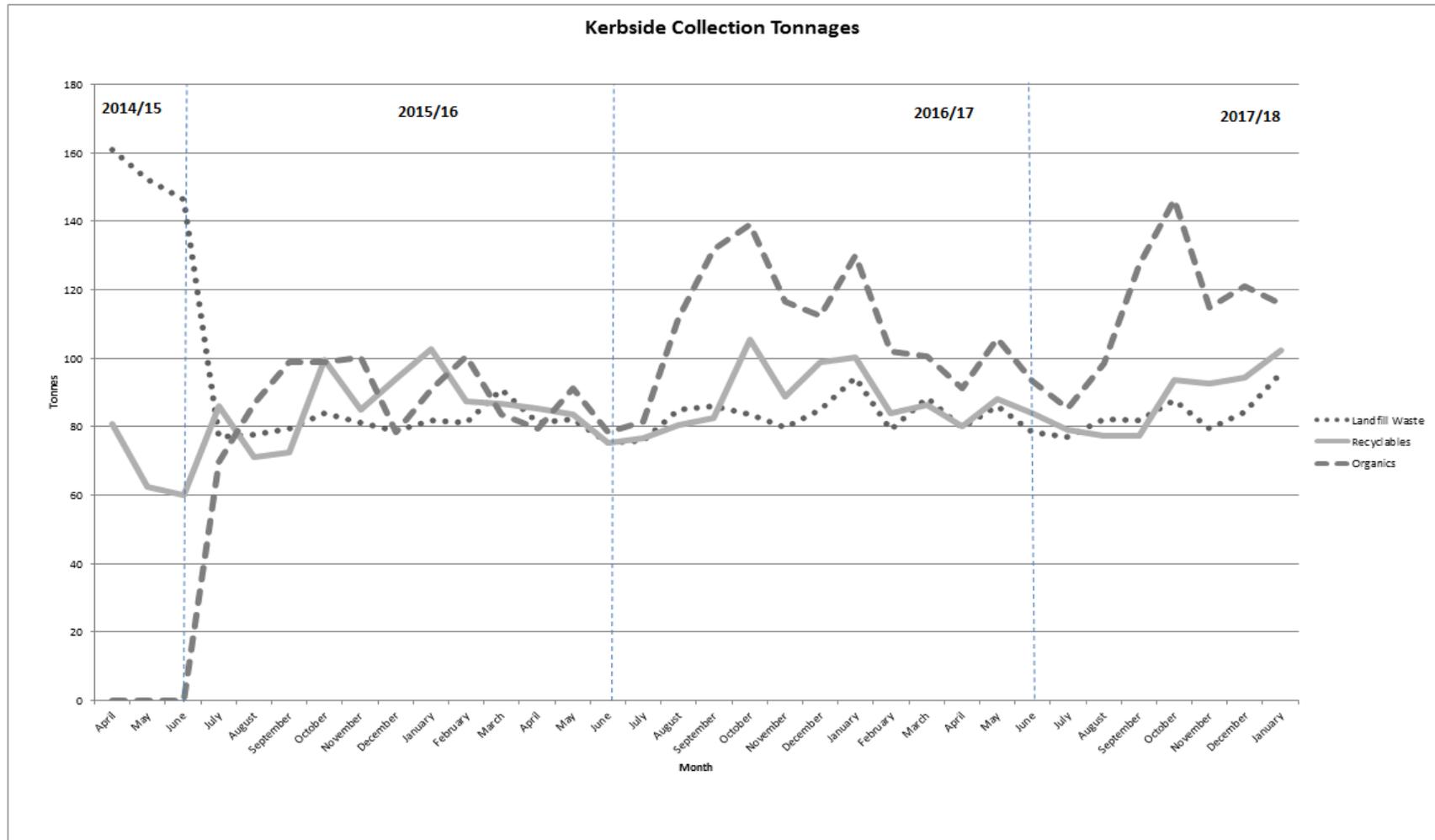
Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.

The diversion rate has continued to remain above 70% in December, consistent with 2016/17, remaining one of the highest diversion rates in the region.

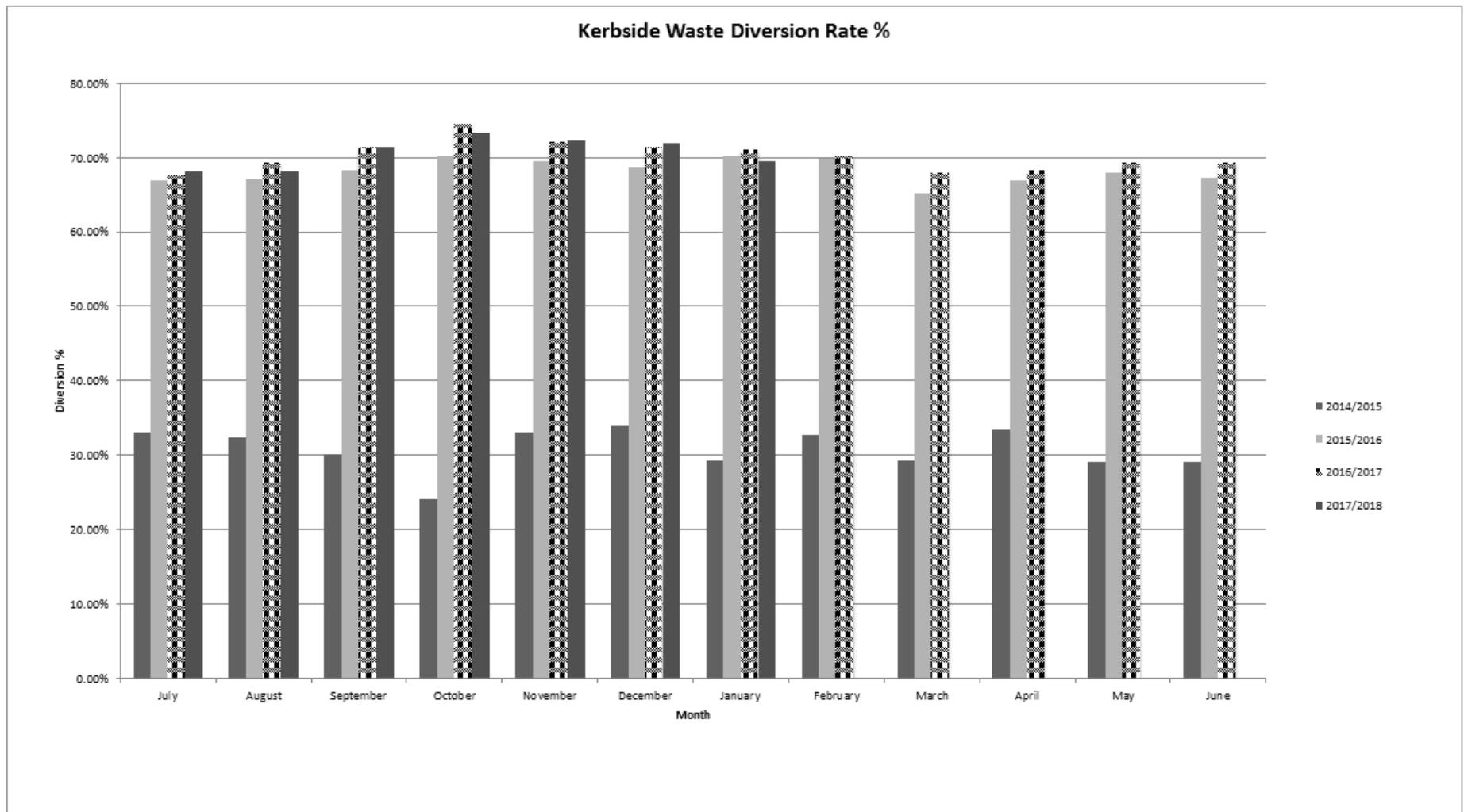


Disappointingly, December saw contamination levels spike to over 6%. Discussions with the processing contractor resulted in a request for a more rigorous sorting process (in line with contractual obligations) to provide a more accurate reflection of contaminant levels moving forward. At the time of preparing this report, data for January 2018 is showing a contamination level of less than 3%

YEAR TO DATE - JANUARY 2018

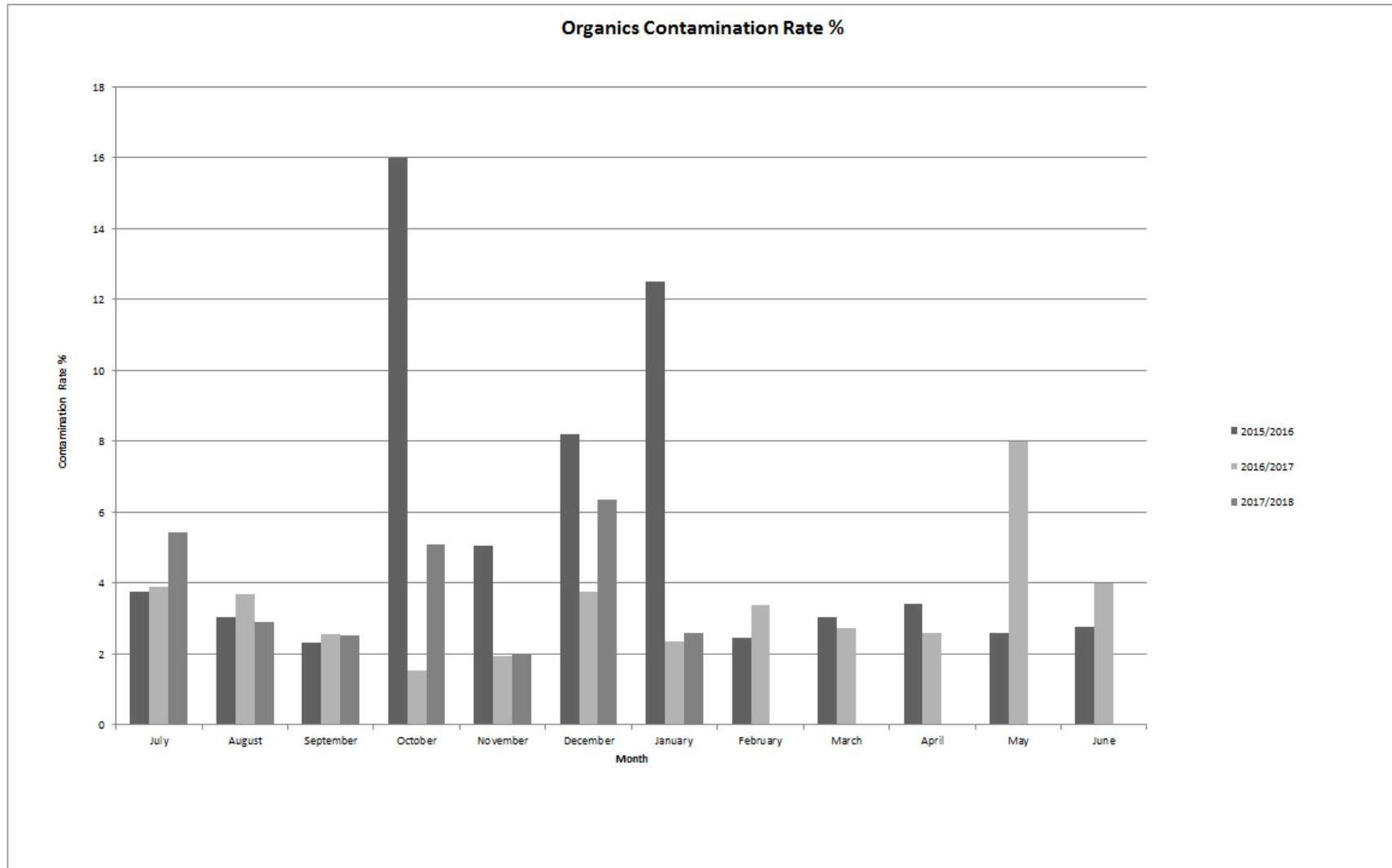


Consistent with previous years, there has been an increase in landfill waste tonnages. Uncharacteristically, organics tonnages have decreased from December to January.



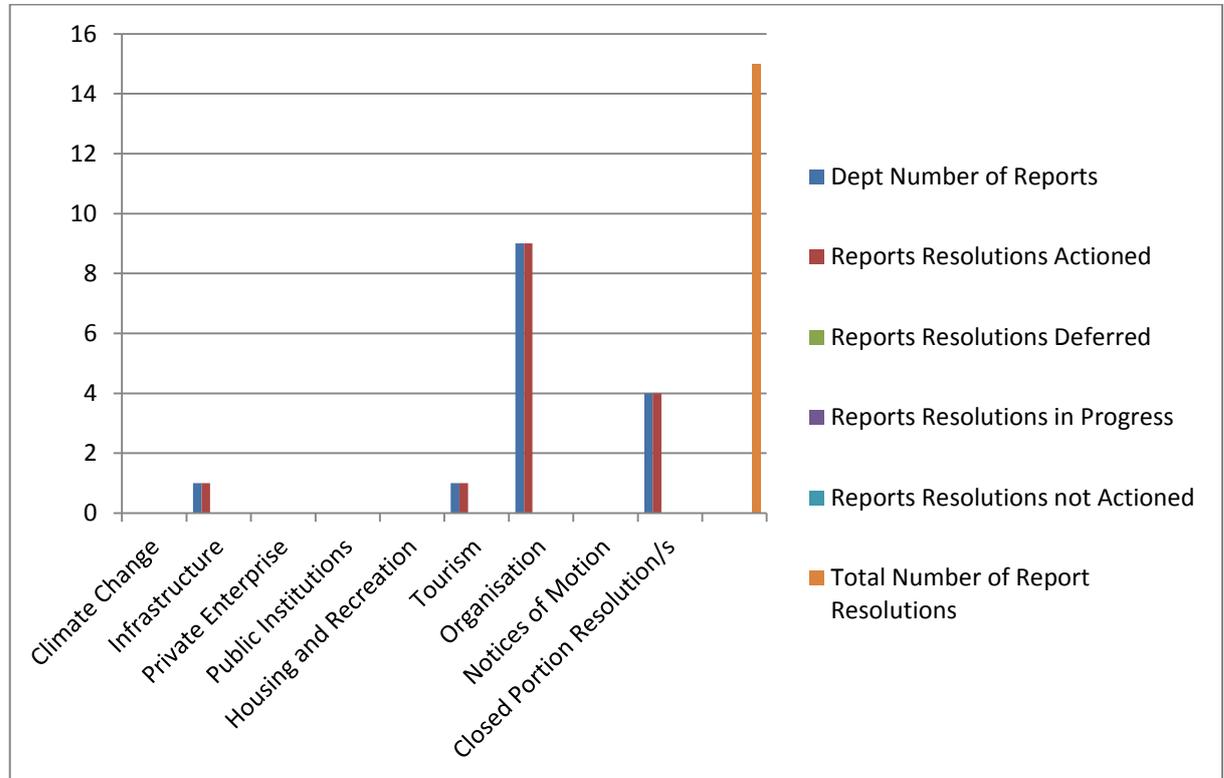
Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.

The diversion rate has declined slightly to 69.51%, mainly as a result of lower organics tonnages.



The initiation of a more rigorous sorting process (in line with contractual obligations) has shown dividends and provided a more accurate reflection of contaminant levels. With a contamination level of 2.6% recorded for January 2018.

ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – DECEMBER 2017



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
 31 JANUARY 2018**

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

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

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

Period of Review	Policy Name	Review of Policy / New Policy	Outcome
December 2017	Privacy and Data Protection Policy	Review of Policy	Refer to Item 9.7.15
December 2017	Fraud and Corruption Policy	Review of Policy	Refer to Item 9.7.16

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 6 December 2017 to 6 February 2018

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

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

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 12 December 2017

Time: 9.00 a.m. - 4.30 p.m.

Attendees:

Councillors

Amanda McClaren

Malcolm Little

John Mason

Debra Swan

Alistair Thomson

Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Innovation and Performance)

Roy Hetherington (Director, Community Assets)

David Roff (Director, Corporate and Community)

Apologies

Councillor Kate Stothers

Matters discussed:

1. Country Fire Authority Simulation Table Workshop

Declarations of Interest

2. Ordinary Council Meeting Agenda Review
3. Councillors Discussions
4. Related Party Disclosures Workshop
5. Rating Strategy Review
6. Active Spaces Strategy Development
7. Nagambie Health Hub Proposal
8. Assembly of Councillors
 - 8.1 Mayor and CEO Meetings Attendances
 - 8.2 Councillors Meetings Attendances
 - 8.3 Murrindindi Shire Council - Goulburn River Valley Tourism Memorandum of Understanding
 - 8.4 VicForests - invitation to briefing on the proposed amendment to VicForests Timber Release Plan
 - 8.5 Best Foot Forward Organising Committee - request for works to be undertaken prior to filming of ABC Back Roads Program
 - 8.6 Euroa Apex Pro Rodeo - request for assistance
 - 8.7 Boyd Street, Nagambie – Drainage Investigation
 - 8.8 Request for Strathbogie Shire support for Small Scale Farming

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
8.8	Cr McClaren	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 19 December 2017

Time: 10.00 a.m. - 7.30 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, Innovation and Performance)

Roy Hetherington (Director, Community Assets)

David Roff (Director, Corporate and Community)

Apologies

Nil

Matters discussed:

1. Councillors and Phil Shanahan - CEO 2016/2017 Performance Review
2. Councillors / CEO / Phil Shanahan - CEO 2016/2017 Performance Review
3. Councillors / EMT Lunch

Declarations of Interest

4. Council Agenda Review
5. Assembly of Councillors
 - 5.1 Mayor and CEO Meetings Attendances
 - 5.2 Councillors Meetings Attendances
 - 5.3 December 2017 Flood Update
 - 5.4 Cr Mason
Review of Community Drop-In Information Sessions
 - 5.5 Cr Williams
Flood Damage
 - 5.6 Euroa Secondary College - request for continuation of Awards sponsorship
 - 5.7 Christmas Decorations Outcomes
6. Informal Meeting with Community Members / Cuppa and Chat
7. Ordinary Council Meeting at Ruffy Hall

Declaration of Interest/s / Direct or Indirect

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
4	Cr McClaren	Was absent from the meeting
7 (Item 9.7.8)	Cr McClaren	Yes

RECORD OF MEETINGS OF SPECIAL COMMITTEES OF COUNCIL

**Record of Minutes of Meetings received in the December 2017-February 2018
Period**

Name of Special Committee	Date of Meeting
Longwood Community Centre	18/12/17
Euroa Third Age Club	26/10/17 23/11/17

10. NOTICES OF MOTION

11. URGENT BUSINESS

12. CLOSURE OF MEETING TO THE PUBLIC

..... p.m.

CRS -

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

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

89(2)(Contractual Matters

- C.P. 1 Contract 17-18~16 2017-18 Resealing Program -
Local Roads
- C.P. 2 Contract 17-18~17 Nagambie-Locksley Road /
McDonalds Road Intersection Upgrade and
Pavement Rehabilitation
- C.P. 3 Contract 17-18~19 Road Pavement Rehabilitation
Program

..... p.m.

CRS -

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

13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S

Closed Portion Decision/s -

RECOMMENDATION

CRS -

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

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