



STRATHBOGRIE SHIRE COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE STRATHBOGRIE SHIRE COUNCIL  
HELD ON TUESDAY 19 FEBRUARY 2019 AT THE EUROA COMMUNITY  
CONFERENCE CENTRE, COMMENCING AT 6.00 P.M.**

<b>Chair:</b>	Amanda McClaren (Mayor)	(Lake Nagambie Ward)
<b>Councillors:</b>	Debra Bower	(Lake Nagambie Ward)
	Malcolm Little	(Hughes Creek Ward)
	John Mason	(Seven Creeks Ward)
	Kate Stothers	(Honeysuckle Creek Ward)
	Alistair Thomson	(Mount Wombat Ward)
	Graeme (Mick) Williams	(Seven Creeks Ward)
<b>Officers:</b>	Steve Crawcour - Chief Executive Officer (CEO)	
	Phil Howard - Director, Innovation and Performance (DIP) [Left meeting at 7.35 p.m.]	
	David Roff - Group Manager, Corporate and Community (GMCC)	
	Jeff Saker - Group Manager, Community Assets (GMCA)	

**BUSINESS**

1. Welcome
  2. Acknowledgement of Traditional Land Owners  
*'I acknowledge the Traditional Owners of the land on which we are meeting.  
I pay my respects to their Elders, past and present'*
  3. Apologies
  4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 18 December 2018
- 43/19 **CRS MASON/LITTLE** : *That the Minutes of the Ordinary Meeting of Council held on Tuesday 18 December 2018 be confirmed*

**CARRIED**

5. Disclosure of Interests

Nil.

A handwritten signature in black ink, appearing to be a stylized 'A' or similar character, located in the bottom right corner of the page.

6. Petitions

Nil.

7. Reports of Mayor and Councillors and Delegates

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

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

Question/s raised / responded to at the meeting:-

**Council Ref: ET: 01/2019**

1. The Office of the Victorian Government Architect provides strategic advice to government about architecture and urban design. They advise local government on how to improve design outcomes for projects just like the ARTC's Bridge project.  
My question is has our local government applied to the Offices Victorian Design Review Panel as a means of advocating for an improved and more transparent design process for this project?

*Responses provided at the meeting by DIP, with further elaboration below  
Not at this stage (see below). Also, Council has requested officers to further investigate avenues to deliver the best outcome for the community with ARTC's project, e.g. engaging directly with OVGA, liaising with VicRoads/Department of Transport, etc.*

2. The ARTC state that the local government is a key stakeholder in this project.  
Does the local government have the resources to conduct their own thorough design process to provide and test the alternative solutions put forward by the community?

*Responses provided at the meeting by DIP, with further elaboration below  
The ARTC requested from Council officers a response to their technical design within the parameters allowable. Officers, with Council support, wanted to consult with the community before responding to ensure that their views were taken into consideration. Council and officers conducted drop-in-sessions with the public which were well attended and provided good feedback to the design, officer's concept (for discussion points), issues and opportunities. These were feedback to ARTC with the technical response. Council and officers are working to get the best outcomes for the community with this ARTC project, e.g. urban design opportunities, removal of redundant infrastructure, funding for new infrastructure, etc.*

8. Public Question Time (cont.)

*ARTC are holding further community sessions in Euroa during February which groups or individuals can make submissions to and give feedback to ARTC. ARTC have also indicated in their public notice regarding the community sessions in Euroa; that they are engaging with the Office of the Victorian Government Architect (OVGA) as they continue to refine their design.*

And if they do not have the resources to do so, what support has ARTC provided in order for the local government to adequately respond to the project?

*Responses provided at the meeting by DIP, with further elaboration below*  
*Refer comments above. Also, Council has requested officers to further investigate avenues to deliver the best outcome for the community with ARTC's project, e.g. engaging directly with OVGA, liaising with VicRoads/Department of Transport, etc.*

**Council Ref: SS: 02/2019**

1. The re-design of Euroa's rail overpass is a once-in-a-lifetime opportunity. The ARTC proposal fails our community by not following accepted design process or principles. The planning process cannot be demonstrated (or is secret) and questions are being answered on the hop. Can Council assure the community that it will work with us to secure a thorough and properly researched proposal? (One that aims for the best outcome and demonstrates a strong community benefit.)

*Responses provided at the meeting by DIP, with further elaboration provided below*

Refer comments above. Also, Council has requested Officers to further investigate avenues to deliver the best outcome for the community with ARTC's project, e.g. engaging directly with OVGA, liaising with VicRoads/Department of Transport etc.

2. How will Council engage with politicians in the upcoming Federal election (or other political reps and opportunities) to pursue a visionary option?

*Responses provided at the meeting by the Mayor, with further elaboration provided below by DIP and CEO*

The Mayor and CEO discussed the ARTC In-land Rail Project for Euroa at the following Canberra advocacy meetings on 13 and 14 February 2019:

- o Luke Sullivan (Policy Adviser) from the Office of Deputy Prime Minister Michael McCormack MP in regard to his portfolio for Infrastructure
- o Meeting with the Shadow Minister for Rural and Regional Services, and Shadow Minister for Regional Services, Territories and Local Government the Honourable Stephen Jones MP and Policy Adviser Jane Mulligan
- o Member for Indi Ms Cathy McGowan AO MP
- o Shadow Assistant Minister for Rural and Regional Australia Ms Lisa Chesters MP

The Chief Executive Officer also raised the ARTC In-Land Rail Project at a Rail Freight Alliance meeting held on 21 February 2019.

8. Public Question Time (cont.)

**Council Ref: RH: 03/2019**

Regarding Sponsorship Program and Guidelines

Will some features of the Guidelines have unwanted consequences by having restrictive conditions that do not allow Council to evaluate applications on their individual merits and circumstances?

The guidelines may infer that if an event has a surplus, then it is ineligible for sponsorship regardless of other factors such as long-term viability and benefits to the Shire and community

In regard to Australian National Show and Shine, - Will council re-evaluate these guidelines as we believe they may threaten our ongoing ability to run the event because the system as described may exclude our application ("The computer says **NO**") rather than Council make the decision based on the benefits to the community. We have up to 250 volunteers and involve many local clubs and distribute donations to community organisations and charities and rely on sponsorships to run the event.. We need at least \$25,000 to run the event and sponsorship from commercial industries is increasingly difficult to find so we are concerned that this proposal has not included consultation with community stakeholders and may not be in the best interests of the Shire.

*Response provided at the meeting by Mayor*

The Mayor indicated that a report relating to the Sponsorship Program was to be considered at the meeting (Item 9.7.3).

Question/s Taken on Notice

**Council Ref: TM: 04/2019**

1. Shadforth Reserve. What Committee of management and the Mens Shed is not a sporting body which doesn't comply? The budget was \$3,000. Please explain.
2. Shire of Strathbogie is in the 25th year. Why are the rates and work and charges which are Roads and Bridges meet no requirements of today use.

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

Nil.

11. Urgent Business

Nil.

12. Closure of Meeting to the Public to consider matters listed for consideration in accordance with Section 89(2)(d) and (g) of the Local Government Act 1989
13. Confirmation of 'Closed Portion' Decision/s

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

**NEXT MEETING**

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 19 March 2019, at the Euroa Community Conference Centre, commencing at 6.00 p.m.





Council Ref. .... / 2019

## Public Question Time Form Ordinary Council Meeting

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

### How to ask a question:

Questions submitted to Council must be:

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

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

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

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

Name: .....

Address: .....

Telephone Number: .....

Signature: (signature not required if submitted by email) .....

Date of Ordinary Council Meeting: .....

**Privacy Declaration:** Personal information is collected on this form to allow Council to undertake follow-up / response and to confirm identity for future reference where necessary. The questioner's 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.

A small, handwritten mark or scribble in the bottom left corner of the page.

### Public Question Time - Procedural Guidelines

#### Question Time

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

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## 9. REPORTS

### 9.6 TOURISM

#### 9.6.1 Nagambie Waterways Advisory Committee - Draft Minutes of the Meetings held on 8 October 2018 and 10 December 2018

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

Visitor Economy & Events Coordinator / Corporate and Community Department

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

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

##### **Summary**

Attached are the draft minutes of the Nagambie Waterways Advisory Committee meetings held on 8 October 2018 and 10 December 2018, for Council's endorsement.

#### **RECOMMENDATION**

**That Council endorse the draft Minutes of the Nagambie Waterways Advisory Committee meetings held on 8 October 2018 and 10 December 2018.**

*44/19 CRS BOWER/WILLIAMS : That the Recommendation be adopted.*

**CARRIED**

##### **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 Meetings held on 8 October 2018 and 10 December 2018  
(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 8 October 2018
- Draft Minutes of the Nagambie Waterways Advisory Committee held on 10 December 2018

## **NAGAMBIE WATERWAYS ADVISORY COMMITTEE MEETING**

**To be held at the Nagambie Lakes Regatta Centre**

**On Monday 8<sup>th</sup> October 2018 at 5.00 pm**

### **MINUTES**

#### **Attended**

Cr. Amanda McClaren	Mayor Strathbogie Shire Council (Chair)
Steve Crawcour	CEO Strathbogie Shire Council
Jeff Saker	Group Manager Assets SSC
Libby Webster	Strathbogie Shire Council (Secretary)
Avi Maharaj	Manager Strathbogie Shire Council
Scott Wikman	GMW
Ian Matheson	GWW
Craig Stewart	Commercial Operators
Alistar Purbrick	Nagambie Lakes Tourism & Commerce
Inspector Peter Koger	Victoria Police – Mitchell Division

#### **Apologies**

Cr. Debra Bower	Councillor Strathbogie Shire Council
Wally Cubbin	Nagambie Fishing Club
John Beresford	Commercial Developers

#### **Guests**

Greg Pell	Program Manager Land & Built Environment DELWP
James Stewart	Regional Manager Land & Built Environment DELWP
Steve McCallum	Operations Manager VicRoads

1. **Conflicts of Interest** None declared
2. **Review minutes of previous Meeting 13/8/18**

Alistar Purbrick Minutes moved that the minutes be accepted as read, Peter Koger seconded the motion, all agreed.

#### **3. Chinamans Bridge**

The original wooden bridge has fallen into disrepair and has become a safety issue for those travelling under the bridge along the Goulburn River and those that illegally access the bridge. Currently the ownership is disputed.

Amanda put it into context – The Bridge is heritage infrastructure that has fallen into disrepair has been closed to traffic for long time. Its significance to tourism and use of waterway below the bridge is important. Closing the water below the bridge due to safety concerns would cause economic disadvantage to the tourism business in the region.

Irrespective of ownership, the committee is trying to get a result to make bridge safe and keep waterway open. TSV came to last Waterways committee meeting and expressed concerned about the state of the bridge and in particular the handrail

rotting and falling into the waterway below. They discussed the option of closing the waterway underneath to vessels due to the safety concerns. If this was to occur the impact to tourism of the region would be substantial.

Steve McCallum noted that VicRoads had commissioned a report on the ownership of the bridge. The report concluded that VicRoads never had ownership of the bridge, (which is contrary to the advice the Shire has received). The report noted several recommendations the highest priority being that the three bodies (VicRoads, DEWLP and Strathbogie Shire) meet, to work towards an outcome. Other recommendations were to making it safe and potentially create a transit lane with buoys, under the bridge, if there was a span that was structurally sound.

The bridge is heritage listed and any works will have to be approved by Heritage Vic. There is a central span that is not original that has a steel beam in place where the lift-span was removed. This is the only span that potentially would be safe to transit underneath.

It was proposed to install photo boards with the history and historical photos at the bridge.

The Mayor noted that there have been a number of people accessing the top of the bridge by cutting the fences. They have been observed lighting fires, fishing, jumping off etc, which just compounds the safety issue.

Steve Crawcour reported that in 2016 the Shire Council tabled background briefing on the bridge at Council and proposed the discontinuation of Chinamans Bridge and invited submissions to the proposal. The proposal was adopted after the submissions (two in number) were received and heard. Consequently, the Bridge has been removed from the Shire's asset register and the road/bridge reverts to the Crown.

Greg Pell commented that DEWLP had a report that vested the ownership of bridge to GMW – as GMW has ownership of the land the bridge sits on and the water underneath. The report also described the bridge as lethally dangerous. Greg also commented that, in his opinion, the decommissioning of the bridge by the Shire is of a concern as it changes the status and those who are now affected were not consulted. Greg tabled a report from Heritage Victoria that notes the Strathbogie Council as responsible owner under the Heritage Act. Need to come up to the solution.

It was agreed that DEWLP, VicRoads and the Shire to meet with Heritage Victoria urgently to find a solution and source funding. The removal of the handrail is the most urgent issue. Prior to any works a 'Make Safe Permit' from Heritage Victoria would be required. This may trigger concerns about the structural integrity of the bridge, which would be a very expensive exercise to ascertain, but there is the real possibility that Heritage Victoria may order that the owner undertake the assessment and make it safe.

It was agreed for:-

- SSC, VicRoads & DEWLP to restore the fences on either end of the bridge to deny access
- SSC to commission GMR engineering to undertake an assessment of the steel span for structural integrity
- Craig Stewart to organise a suitable vessel for the inspection
- Steve McCallum offered for VicRoads to contribute to some of the costs
- Peter K offered to provide data and a letter of support from VicPol for the application to Heritage Victoria
- Strathbogrie Shire will contact Heritage Victoria and organise a meeting
- Strathbogrie Shire will contact TSV about an urgent safety ruling to install a transit lane under the bridge, should the structural assessment prove this safe, and to publish this notice in the Government Gazette and in the newspapers as a public notice
- Strathbogrie Shire, as the Waterways Manager, to aim to have the transit lane and buoys in place prior to the 27<sup>th</sup> October.

#### **4. New Safety Duties Legislation**

Libby reported that she had attended a meeting at Transport Safety Vic regarding the new legislation. On 30 June 2018 an update to the Marine Safety Act – section 25A relating to the duty of person who manages a boating activity event to ensure safety of participants and other affected persons (such as spectators) was proclaimed. The safety duty is the legislated responsibility that event managers must comply with. MSV are currently developing a Code of Practice to inform event organisers of their obligations. The code outlines the three key steps:-

1. Developing a detailed risk assessment
2. Developing a boating activity event safety plan including roles and responsibilities and communication plan
3. Developing an escalation plan which sets out procedures to be put in place in the event of an emergency.

Failure to adequately address the safety duties may result in high penalties and offences can be indictable.

Currently all organisations that hold an event on the waterways managed by the Shire submit on land and onwater risk assessments and an event plan, so will have the basis for these duties already in place. There will also be a requirement to nominate a duty safety holder.

However, we have not required that school camps or training camps for rowing, dragon boating, canoeing etc submit risk assessments, which we will now have to do. This will increase the workload of the events team significantly.

Scott reported that GMW has their legal department looking at the legislation and the implications for events on waterways controlled by GMW. Steve proposed to meet with GMW and Geoff Swanton from TSV to discuss the situation and to jointly

develop an information sheet listing obligations and what act means to events and excursions on the water.

#### **5. Update on Business Plan**

Avi updated the business plan.

#### **6. General Business**

Peter Koger requested that the Shire convene a meeting with the GoFish organising committee and all the regional emergency services such as VicPol, CFA and Ambulance, as soon as possible. LW reported that there has already been a meeting with local agencies, but as the event covers a large area a regional approach would be preferable.

Alistar reported that he had given permission for land based fishing at Tahbilk.

Ian from GVW reported that they were currently drafting OHS & environmental protocols with regard to art installation on GVW assets such as the Nagambie water Tower. Ian will let the committee know the time frame for publication.

Ian enquired about the proposal for dredging of the rowing course. Steve replied that the Shire has submitted a Federal grant application, which includes the deepening of rowing course. The application includes installation of a coffer dam to ensure the town water is not compromised.

Meeting closed 6.33

#### CONFIRMED MEETING SCHEDULE FOR 2018:

Monday 10<sup>th</sup> December



**NAGAMBIE WATERWAYS ADVISORY COMMITTEE MEETING**

**Minutes of Meeting**

**On Monday 10<sup>th</sup> December 2018 commenced 5.05 pm**

**Attended:**

Cr. Amanda McClaren	Mayor Strathbogie Shire Council (Chair)
Cr. Debra Bower	Councillor Strathbogie Shire Council
Steve Crawcour	CEO Strathbogie Shire Council
David Roff	Group Manager SSC
Libby Webster	Strathbogie Shire Council (Secretary)
Scott Wikman	GMW
Wally Cubbin	Nagambie Angling Club
John Beresford	Commercial Developers
Inspector Peter Koger	Victoria Police – Mitchell Division
Tony Hammond	Riparians
Pat McNamara	Nagambie Rowing Club

**Apologies:**

Ian Matheson, Craig Stewart and Alister Purbrick

**1. Conflicts of Interest – none declared**

**2. Review minutes of previous Meeting 8/10/18**

Tony Hammond enquired as to the progress of the process to review and change the waterway rules. Amanda replied that the process was the development of a masterplan, after extensive community consultation and advocacy. The Shire was looking to find funding for a consultant to undertake this involved process. No progress at this time.

Peter K moved that the minutes be accepted as tabled, Steve seconded  
All agreed.

**3. Chinaman's Bridge transit lane**

Progress has been made. As agreed, the Shire has renewed the fence prohibiting access to the old bridge which VicRoads have offered to cover the costs of. The Shire appointed GMR Engineering to undertake an assessment of the condition of the bridge, which Vicroads has offered to contribute to the costs of. A delegation met with Heritage Victoria to discuss the issue. Heritage Victoria agreed to the removal of handrails and the decking to be removed leaving only the decking on the middle section (steel span).

Libby has been working with TSV to install a transit lane under the steel span of the bridge. TSV have given advice on the style and colour of the buoys, their placement and wording for the Urgent Safety Rule to be gazetted. The buoys have been installed and information signage put up at the boat ramps and in the Leisure Park.

Libby has also applied to TSV for reimbursement of costs for installing the transit lane. Which was refused, due to the impending State Government Election.

Steve is developing an MOU with Vicroads, DWELP, and GMW to address long term outcomes and care for the bridge.

Steve is also working with Vicroads to install Armco railing at the entrance to the boat ramp under Chinamans Bridge to deny access..

#### **4. New Marine Safety Duties Legislation**

Libby reported that she has developed a system that she believes complies with the guidelines.

All events that are held at the Regatta Centre or onwater have to apply for an event approval which involves risk assessment, emergency management and current public liability insurance.

This has been expanded to training camps. All schools already have the appropriate documentation, so it is no problem for them to upload it onto their application form.

Volunteer sporting clubs do not always have this documentation, so Libby is working with the peak bodies to develop generic documentation for use by these clubs.

In all instances, the person who submits the application is the Safety Duty Holder.

#### **5. Loddings Lane Deep Water Boat Ramp**

The Shire met with the CEO of the Taungurung Corporation onsite and came to agreement regarding the cultural heritage requirements. This was the last link in the chain. The Tender will be released soon. The aim is to have the project completed by .31 March 2019..

#### **6. River Street Park**

Cr Bower voiced concerns about the waters edge at River Street Park. The concrete edging is decaying and there are exposed steel spikes on the edge. Steve will review with the Shire's Group Manager of Community Assets – Jeff Saker to work out a plan to make it safe. Steve suggested a deck similar to Buckley Park could be designed, the GMW works approval sort. This could be treated as an urgent budgetary interim item.

#### **7. Nagambie Lakes Boat Hire**

Libby tabled a letter from the new owners of Nagambie Lakes Boat Hire regarding their use of the Bowl of the Lake to hire paddle boats and paddle boards. It was agreed that NLBH would apply for an event permit through the Shire and seek agreement with Nagambie Rowing Club for this activity. This would be for non motorised vessels only. It would be a great addition to offerings in the town.

#### **8. Rope swing in the Bowl**

Cr Bower expressed concern over the rope swing that hangs from a tree over the Lake. The Shire has removed the rope numerous times, but it keeps being

reinstalled. Then the Shire cut the limb of the tree off and now the community has installed it again and it dangerously hangs over broken concrete. Group Manager of Community Assets to inspect.

Closed meeting 5.47

CONFIRMED MEETING SCHEDULE FOR 2019:

Monday 11 February  
Monday 8 April  
Monday 17 June  
Monday 12 August  
Monday 14 October  
Monday 9 December



**NAGAMBIE WATERWAYS ADVISORY COMMITTEE MEETING**

**December 10th 2018 meeting**

<b>Action 8</b>	Scott to provide feedback on prohibited areas for duck hunting and if they can be extended.
-----------------	---------------------------------------------------------------------------------------------

Tabled

Scott reported that an extension to prohibited areas for duck hunting is looking to be extended to more built up areas including Kirwans Bridge township. Libby to send through suggestions to Scott

<b>Action 2</b>	LW to invite Member for Northern Victoria/Euroa to December meeting.
-----------------	----------------------------------------------------------------------

Due to the fact that the Election has not been decided, this action was deferred to the February meeting

<b>Action 3</b>	Avi to contact Campaspe Shire & GMW for Eildon Code of conduct and signage
-----------------	----------------------------------------------------------------------------

David to follow up

**Actions from December 10 Meeting**

<b>Action 1</b>	Jeff Saker to inspect River Street waters edge and Rope Swing in the Bowl
-----------------	---------------------------------------------------------------------------

**9.6.2 Tourism Arts and Culture Advisory Group  
- Draft Minutes of the Meeting held on Wednesday 4 December, 2018**

**Author & Department**

Manager Arts, Culture and Economy / Corporate and Community Department

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

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

**Summary**

Attached are the draft minutes of the Tourism, Arts and Culture Advisory Group for the meeting held on Wednesday 4 December, 2018.

**RECOMMENDATION**

**That Council endorse the draft minutes of the Tourism, Arts and Culture Advisory Group meeting held on Wednesday 4 December, 2018.**

*45/19 CRS BOWER/THOMSON : That the Recommendation be adopted.*

**CARRIED**

**Background**

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

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

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

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

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

9.6.2 Tourism Arts and Culture Advisory Group  
- Draft Minutes of the Meeting held on Wednesday 4 December, 2018 (cont.)

**Alternative Options**

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

**Risk Management**

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

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

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

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

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

**Legal / Statutory Implications**

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

**Consultation**

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

**Attachments**

- Draft minutes of the Tourism, Arts and Culture Advisory Committee of Wednesday 4<sup>th</sup> December, 2018

**TOURISM, ARTS AND CULTURE  
ADVISORY GROUP  
MEETING MINUTES**



Wednesday 4th December 2018  
Seven's Creek Hotel, Euroa  
6:00pm

**Attendees**

Cr Amanda McClaren	<i>Councillor</i>	Claire Taylor	<i>Strathbogie Shire</i>
Debra Ellis	<i>Strathbogie Shire</i>	Janelle Toomey	<i>Community Representative</i>
Tess Noonan Egan	<i>Community Representative</i>	Rosa Purbrick	<i>Community Representative</i>
Kristen MacKenzie	<i>Community Representative</i>	Kathi Clark-Orsanic	<i>Community Representative</i>

**Apologies**

Cr Debra Bower	<i>Councillor (CHAIR)</i>	Leanne Hulm	<i>Goulburn River Valley Tourism</i>
Dan Capobianco	<i>Community Representative</i>	Sissy Hoskins	<i>Go Nagambie</i>

ITEM	Action Items
<b>1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY</b>	
<b>2. APOLOGIES</b>	
<p><b>3. MATTERS ARISING FROM PREVIOUS MINUTES</b></p> <p>Acceptance of minutes from last meeting 9/10/18</p> <p>Moved: Deb Ellis</p> <p>Seconded: Rosa Purbrick</p> <p>No quorum was achieved for the meeting that took place on 14/11/18.</p> <p>Welcome to new committee member Mayor Amanda McLaren.</p> <p><b>3.1 Buckley Park – Artwork restoration</b> No further progress to date - Deb/Claire to follow up look at March/April after the heat of summer</p> <p><b>3.2 Southern Aurora Memorial</b> The program for commemoration activities is coming together. Libby Webster from the Event Department is assisting the committee with the schedule for the weekend. 7th Feb - morning vigil at crash site then walk to the memorial garden for breakfast which will be the start of the commemoration of the 4 day event. There is a website and facebook page to circulate amongst networks to engage with those who may have been involved/impacted. <a href="https://www.southernauroraviolettown.com.au/">https://www.southernauroraviolettown.com.au/</a> <a href="https://www.facebook.com/events/253535432073602/">https://www.facebook.com/events/253535432073602/</a></p> <p><b>3.3 Nagambie Water Tower/GWW Meeting</b> GWW attended an AoC briefing with Council where this matter was discussed. Peter Quinn said that they do not have the funds for it but would assist where possible. There is to be a follow up meeting. Amanda commented that the Labour government as a part of their election commitments have said that they will put money into silo artworks, therefore we can perhaps investigate this as option for funding the project. Amanda to follow up.</p>	<p>CARRIED</p> <p>Deb E/Claire</p> <p>Amanda</p>

<p><b>4. STRATEGY/PLAN DEVELOPMENT</b></p> <p><b>4.1 Update on Framework</b>          Amanda, Deb B, Deb E and Claire met with the Cultural Development Network (CDN) in Melbourne on 03/12/18 - John Smithies - Director was excellent and provided a clear overview of the network and the outcomes framework which provides a platform of six principles and how they fit with the development of an Arts and Culture strategy. A workshop will be arranged in the new year with CDN involving staff, key stakeholders which will provide clarity of direction and focus. For the time being the current document will be 'parked', and reviewed again once the workshop has taken place.</p>	<p><b>Claire</b></p>
<p><b>5. ARTS &amp; CULTURE</b></p> <p><b>5.1 Considerations for Arts &amp; Culture projects</b>          Engaging with the advisory group members and tapping into their knowledge base and experience to give information on potential arts and culture projects that they could contribute. Suggestion of mapping of assets in the Shire, utilisation of spaces in the Shire and identifying opportunities for projects/pop up events. Bring this information back to the next meeting in 2019. All members to contribute.          Janelle raised the issue of communication and promotion of events so that people are aware of what is happening in their communities. Identified the need for improvements in this area.  <u>Action:</u> to invite Clare A to the next meeting to hear from the advisory group and also hear from Clare A about what she is doing in this space. Also an update on the new website.</p>	<p><b>All Members</b></p> <p><b>Claire</b></p>
<p><b>6. COMMITTEE MEMBERS</b></p> <p><b>6.1 Remote meeting access</b>          See notes below</p> <p><b>6.2 Calendar and venue dates for 2019</b>          Discussion of proposed 2019 meeting dates, times. Potential to rotate meetings each month to be in locations to get a sense of the wider Shire what is available and get to experience various art and culture venues etc.          Discussion of the preference to have the meetings face to face rather than remote access. Tap into local events that are happening where possible.          Mitchelton art gallery as the location for the February meeting.  <u>Action:</u> Claire will send Doodle poll for members to indicate their availability. Afternoon preferred.          Please vote here: <a href="https://doodle.com/poll/stvdz8bdfyeybq4x">https://doodle.com/poll/stvdz8bdfyeybq4x</a>          Members to put forward suggestions of meeting locations for the remainder of 2019.          Review of the charter for the advisory group will also occur in 2019.</p>	<p><b>Claire</b></p> <p><b>All Members</b></p>
<p><b>7. OTHER BUSINESS</b></p> <p>Incoming correspondence from VT and District recognise group - Seeking support from Strathbogie Shire for an event on January 26th in the afternoon to raise awareness of and supporting Aboriginal recognition and reform of the constitution and the Uluru Statement from the Heart <a href="https://www.1voiceuluru.org/">https://www.1voiceuluru.org/</a> movement and for a role in advocacy at all levels of government and awareness campaign via councils communication channels. Members present indicated they are in favour of</p>	

<p>Council supporting this initiative. The following motion was recommend:</p> <p>“The Tourism, Arts and Culture Advisory Group supports and endorses the letter of November 21st 2018 from the Violet Town and District Recognise Group and recognises the significance of First Nation peoples in our community”</p> <p><b>Moved:</b> Kathy Clark-Orsanic</p> <p><b>Seconded:</b> Janelle Toomey</p>	
<p><b>8. MEETING CLOSED @ 7:12pm</b></p>	
<p><b>9. NEXT MEETING/S:</b> 2019 Calendar TBC</p>	

<b>9.7</b>	<b>Organisation Reports Index</b>	
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9.7.4	Benalla Racing Club Inc - Sponsorship Request for 2019-2021 Euroa Cups	46
9.7.5	Sustainable Development Reference Group - Draft Minutes of Meeting held on 13 December 2018	54
9.7.6	Goulburn Valley Local Government Waste Forum - Replacement Representative	62
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9.7.9	Coo Wee Ride Inc - Sponsorship Request for Six Hour Human Powered Vehicle Race in Euroa	89
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## 9.7 ORGANISATION

### 9.7.1 Strathbogie Shire Council Audit Committee - Draft Minutes of the Meeting held on Friday 14 December 2018

#### **Author / Department**

Group Manager, Corporate and Community / Corporate and Community Department

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

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

#### **Summary**

Attached are draft unconfirmed Minutes of the Audit Committee meeting held on Friday 14 December 2018.

Amongst items considered by the Committee were:

Internal Audit Reports in relation to:

- Information Technology and Cyber security
- Governance
- Asset Reporting

Management letter for Year ended 30 June 2018

#### **RECOMMENDATION**

1. **That the draft Minutes of the Audit Committee meeting held on Friday 14 December 2018 be received.**
2. **That Recommendations from the Audit Committee be endorsed.**

46/19 **CRS WILLIAMS/MASON** : *That the Recommendation be adopted.*

**CARRIED**

#### **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.

9.7.1 Strathbogrie Shire Council Audit Committee  
- Draft Minutes of the Meeting held on Friday 14 December 2018 (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 Strathbogrie Shire Council Audit Committee meeting held on Friday 14 December 2018.



## STRATHBOGRIE SHIRE COUNCIL

Minutes of the Strathbogrie Shire Council Audit Committee held on Friday 14 December 2018 at the Euroa Community Conference Centre, commencing at 9.30 a.m.

**Committee Members:**

Ms Claire Taranto (Chair)	-	Community Representative
Mr Robert Gardner	-	Community Representative
Mr Alister Purbrick	-	Community Representative
Cr Graeme Williams	-	Council Representative

**Officers:**

Mr Steve Crawcour	-	Chief Executive Officer
Mr Phil Howard	-	Director, Innovation and Performance / Deputy CEO
Mr David Roff	-	Group Manager, Corporate and Community

**Internal Auditors:** Mr Brad Ead - AFS & Associates

### External Auditors:

1. Welcome

2. Acknowledgement of Traditional Land Owners

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

3. Apologies

Mr Jeff Saker	-	Group Manager Community Assets
Mr Chaminda Ranwala	-	Manager Finance
Jonathan Kyvelidis	-	Victorian Auditor-General's Office

4. Disclosure of Interests

Nil.

5. Confirmation of Minutes

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

01/19 **ROBERT GARDNER/ALISTER PURBRICK** : That the Minutes of the Audit Committee meeting held on 14 September 2018 be confirmed

**CARRIED**

A handwritten signature in black ink, located in the bottom right corner of the page.

6. Business
7. Items raised by Committee Members
8. Next Meeting



6.	<b>Business</b>	Report Page No.
6.1	Internal Audit Reports: <ul style="list-style-type: none"> <li>• Information Technology and Cyber security</li> <li>• Governance</li> <li>• Asset Reporting</li> <li>• Past Issues</li> <li>• Program Status update</li> <li>• Audit Committee quarterly update for Councils</li> </ul>	1
6.2	Management Letter	1
6.3	Key Strategic Indicators <ul style="list-style-type: none"> <li>• Human Resources data</li> <li>• Customer Statistics</li> </ul>	2
6.4	Risk Management Update	2
6.5	Shared Services Update	2
6.6	Investigations / Chief Executive Officer Reports	2
<b>7.</b>	<b>Items Raised by Committee Members</b>	3
<b>8.</b>	<b>Next Meeting - Friday 15 March 2019</b>	3

## 6. **BUSINESS**

### 6.1 **Internal Audit Reports**

During the past 3 months, a number of projects have been underway. Projects in relation to:

- **Information Technology and Cyber Security , and**
- **Governance**

have been undertaken as part of the Internal Audit program. Field work has been completed and the reports are due 18 December. Brad Ead will provide a verbal update.

The **Review of Past Issues** has been completed and the report (provided to Committee members) has seen a number of items removed from the list. Also provided was a spreadsheet with all outstanding issues which will be adjusted following receipt of the latest review.

In addition to the Internal Audit program, a Review of Asset Management reporting processes has been undertaken to look at the linkages and processes between the Financial and Assets systems, matters which have been the subject of previous comment in audit reports. A verbal update was also provided.

Also provided to Committee members was the Status update for the Internal Audit program, together with an Audit Committee Quarterly update for Councils provided by AFS.

As well as the Internal Audit program, representatives of the Victorian Auditor General's office were on site for 5 days as part of their regular program of audits on specific topics. Along with 3 other Councils, we were selected for an assessment of Fraud Management controls . A draft paper identifying issues is expected in February 2019, with the Final Report scheduled for release in May.

#### **RECOMMENDATION**

**That the Committee note the report on the Internal Audit program**

*02/19 GRAME WILLIAMS/ALISTER PURBRICK : That the Recommendation be adopted.*

**CARRIED**



## 6.2 Final Management Letter

The Final Management Letter from 2017/18 was not available for the September 2018 meeting and it was agreed that it be presented to this meeting for discussion. A representative from VAGO was unable to attend the meeting.

### **RECOMMENDATION**

**That the Committee note the recommendations and progress with the final Management Letter.**

*03/19 ALISTER PURBICK/ROBERT GARDNER : That the Recommendation be adopted.*

**CARRIED**

## 6.3 Key Strategic Indicators

Provided for Audit Committee members' information were Human Resources Reports to 30 November 2018.

### **RECOMMENDATION**

**That these items be noted.**

*04/19 GRAEME WILLIAMS/ROBERT GARDNER : That the Recommendation be adopted.*

**CARRIED**

#### 6.4 Risk Management Update

A Draft Enterprise Risk Management Framework was provided to Committee members and Phil Howard spoke to this document.

The Enterprise Risk Management Framework (ERMF) is a key component of Council's governance arrangements and is the structure upon which the risks, opportunities and other information that may impact upon the achievement of Council's goals and strategies are identified and managed.

The Audit Committee are aware of the Risk Review Process, this document was for the Committee to review and provide feedback.

##### **RECOMMENDATION**

**That the update be noted.**

*05/19 ALISTER PURBRICK/GRAEME WILLIAMS : That the Recommendation be adopted.*

**CARRIED**

#### 6.5 Shared Services Update

An update was provided on the Shared Services project.

##### **RECOMMENDATION**

**That the verbal report be noted.**

*06/19 ROBERT GARDNER/GRAEME WILLIAMS : That the Recommendation be adopted.*

**CARRIED**

**6.6 Investigations / Chief Executive Officer Reports**

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

**RECOMMENDATION**

**That the verbal report be noted.**

*07/19 ALISTER PURBRICK/ROBERT GARDNER : That the Recommendation be adopted.*

**CARRIED**

**7. ITEMS RAISED BY COMMITTEE MEMBERS**

Nil.

**8. NEXT MEETING**

Friday 15 March 2019

***THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11.15 A.M.***

Confirmed as being a true and accurate record of the Meeting

.....  
Chair

.....  
Date

## 9.7.2 Customer Service Reference Group Update

### **Author and Department**

Community Relations Team Leader / Innovation and Performance Department

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

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

### **Summary**

Council sought expressions of interest from the community for representatives to join the new Customer Service Reference Group. Advertising took place in December 2018 and two applications were received from community members from Nagambie, both with a general interest in Council's overall services.

To ensure that Council had input from a cross section of the community on the major issues relating to customer enquiries, the following memberships were originally recommended:

1. Councillors (2)  
*(Councillors Debra Bower and Malcolm Little have been nominated as Council's members on the Reference Group)*
2. Director Innovation & Performance
3. Community Relations Team Leader
4. Manager Works
5. Community Representative (Special interest roads)
6. Community Representative (Special interest statutory services, e.g. planning, health and building)
7. Community Representative (Special interest waste)
8. Community Representative (General).

However, we recommended that Council appoint the two applicants to be community representatives on the Customer Service Reference Group and amend the group charter (as attached) to a maximum of 4 community representatives (with no specific interest nominated).

It is envisaged that the Customer Service Reference Group will encourage other community representatives to nominate once the group is up and running.

### **RECOMMENDATION**

#### **That Council:**

1. **Appoint the two applicants as Community Representatives on the Customer Service Reference Group.**
2. **Amend the Customer Service Reference Group Charter as attached, updating memberships to be a maximum of four Community Representatives with no specific interest nominated.**

9.7.2 Customer Service Reference Group Update (cont.)

**RECOMMENDATION**

**That Council:**

1. **Appoint the two applicants as Community Representatives on the Customer Service Reference Group.**
2. **Amend the Customer Service Reference Group Charter as attached, updating memberships to be a maximum of four Community Representatives with no specific interest nominated.**

**CR WILLIAMS -**

**Amendment:**

**That the matter be deferred to the Ordinary Council Meeting in March 2019.**

***THE AMENDMENT LAPSED FOR WANT OF A SECONDER***

**CRS THOMSON/STOTHERS -**

**Amendment:**

1. **That, due to receiving insufficient applications for community members, Council will not proceed with formation of the Customer Service Reference Group.**
2. **That Council would like to thank the two community members who did apply for their interests in the important area of customer service.**
3. **That Council commits to a renewed focus on customer service and will embrace the proposed committee's Terms of Reference in its deliberations.**

47/19 ***ON BEING PUT, THE AMENDMENT BECAME THE MOTION***

48/19 ***ON BEING PUT, THE MOTION WAS CARRIED***

**Cr Williams called for a Division**

**For the Motion**

Cr Bower  
Cr Mason  
Cr Stothers  
Cr McClaren  
Cr Little  
Cr Thomson

**Against the Motion**

Cr Williams

### 9.7.2 Customer Service Reference Group Update (cont.)

#### **Background**

As part of Council's integration of a new "Customer Relationship Management System (CRMS)", Council resolved to form a "Customer Service Reference Group" with the specific responsibilities of the Committee being to provide feedback and advice on the following:

- Customer Service Charter (policy for external customers).
- Customer Service Protocols (guidelines).
- Customer Relationship Management System (new software system).
- General matters relating to Customer Service

To successfully implement the new system and ensure greater service is awarded to our customers, it is envisaged that the new software must be complemented by revising the Customer Service Charter, developing new protocols, changing current work practices and culture and reviewing improvement initiatives with relevant stakeholders. The Customer Service Reference Group will assist Council in the journey to improve customer service generally and implement the CRMS over the next 6 to 12 months and beyond (if needed).

#### **Alternative Options**

The alternative is to not form a reference group without further advertising for more participants.

#### **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, e.g. 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**

All financial costs relating to formation and running of the Committee will be contained in current budget allocations.

#### **Economic Implications**

The author of this report considers that this will not have any economic implications.

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

N/A.

#### **Community Implications**

Community members will be active participants of the project and directly assist in customer service improvement initiatives.

9.7.2 Customer Service Reference Group Update (cont.)

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

The author of this report considers that the recommendation is consistent with human rights under the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

**Legal / Statutory Implications**

The process is governed by the *Local Government Act 1989*.

**Consultation**

Consultation will be via the involvement of community members in the committee.

**Attachments**

- Amended Customer Service Reference Group Charter





## CUSTOMER SERVICE REFERENCE GROUP CHARTER

Endorsed by Council .....

A small, handwritten mark or signature in the bottom left corner of the page.

## **STRATHBOGIE SHIRE COUNCIL**

### **CHARTER OF THE CUSTOMER SERVICE REFERENCE GROUP**

#### **1. CONSTITUTION**

- 1.1 The Strathbogie Shire Council ("Council") has resolved to appoint a Customer Service 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 Customer Service Reference Group annually at the Statutory Meeting of Council.

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

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

- Customer Service Charter.
- Customer Service Protocols.
- Customer Relationship Management System.
- General matters relating to Customer Service.

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

The role of the Customer service Reference Group is to:

- a) Act as a reference group for customer service programs, policies and procedures.
- b) Provide advice to Council on improvements in customer service relationships.
- c) Provide advice to Council on customer service request management and complaint handling.
- d) Monitor, review, investigate and recommend new initiatives in customer service.

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

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

- Councillors (2)
- Director Innovation & Performance
- Community Relations Team Leader
- ICT Business Analyst
- Manager Works
- Community Representative (maximum of four)

4.2 The Council or Committee may second people with special expertise or interest as required for a temporary period.

#### **5. TERM OF APPOINTMENT**

5.1 Community members hold their appointment in their own right, not as a representative of an Organisation.

5.2 Community members of the Committee are appointed for a period approved by Council. If no period is nominated it is for a term of 2 years (default period).

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

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

5.5 The Council shall appoint another person to fill any vacancy and nominate the period as per 5.2.

5.6 The Council may dissolve the Committee at any time and/or any individual membership.

#### **6. NOMINATION OF MEMBERSHIP**

6.1 The Council shall invite nominations for the Community positions via an Expression of Interest across the whole of the Municipality.

6.2 Council has the right to veto any nomination if the nominee is deemed to be unsuitable for the purpose of the Committee.



**7. CHAIRPERSON**

- 7.1 The Council will appoint a Councillor as Chairperson of the Committee to preside at all meetings at which he/she is present.
- 7.2 In the absence of the Chairperson, the other Councillor or Director Innovation & Performance, in that order, will be Chair (or their nominated delegate).
- 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 Director Innovation & Performance 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 Council.

**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.

**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.

**16. DECLARATION OF INTERESTS**

- 16.1 Members of an advisory committee of the Council are **not** obliged to submit returns of pecuniary interest (as there is no delegated power, financially or other) but must declare at meetings any direct or indirect interests on any items being discussed.



### 9.7.3 Sponsorship Program and Guidelines

#### **Author & Department**

Manager Arts, Culture and Economy / Corporate and Community

#### **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**

Following a review of current Council policies that contain references to sponsorship, and to ensure alignment with the newly revised Community Grants Program, a new Sponsorship Program and associated Guidelines document has also been developed which outlines the community's responsibility in applying for sponsorship from Council.

#### **RECOMMENDATION**

**That Council endorse the proposed Sponsorship Program and associated Guidelines, and that all previous references to sponsorship in other policy documents are updated to reflect these endorsed Guidelines.**

***CRS WILLIAMS/MASON -***

#### **Amendment:**

**That consideration of this matter be deferred for one (1) month.**

*49/19*

***ON BEING PUT, THE AMENDMENT WAS LOST***

#### **Amendment**

***CRS THOMSON/STOTHERS -***

- 1. That Council endorse the proposed Sponsorship Program and associated Guidelines, as amended (as referenced on page 41 of these Minutes) and that all previous references to sponsorship in other policy documents are updated to reflect these endorsed Guidelines.**
- 2. That these Guidelines will apply to sponsorship requests of and above \$1,000 and up to \$10,000 and the document will be amended to meet these requirements.**
- 3. That the requirements for Public Liability Insurance match those proposed for the Community Grants Guidelines.**
- 4. That the amended Sponsorship Program Guidelines will be tabled at the Council meeting on 19 March 2019 for noting.**

9.7.3 Sponsorship Program and Guidelines (cont.)

RECOMMENDATION (cont.)

50/19                      ***ON BEING PUT, THE AMENDMENT BECAME THE MOTION***

51/19                      ***ON BEING PUT, THE MOTION WAS CARRIED***

**Background**

A review of the Tourism Events and Festivals Policy, the Tourism Funding Principles Policy, Community Grant Giving Policy and the Council Community Grants Program identified a need to develop a clearer and more accountable process surrounding community requests for the provision of Council funding and sponsorship.

Research of other Councils Sponsorship Policies was undertaken to ascertain what is required of other community groups when a request for sponsorship is applied for and granted. It was also identified that a revised Sponsorship Program would more closely align with the revised Community Grants Program.

The proposed new Sponsorship Program and Guidelines will have the following benefits:

- Application for sponsorship will follow the same process as the Community Grants Program, whereby applicants are required to lodge a formal application through the Smarty Grants portal
- This consistency in process when applying for funding will assist the community by providing a continuity in processes
- Will assist in building capacity within the community and make their events more sustainable in the future
- A more formalized sponsorship procedure will make the process of requesting and assessing sponsorship easier and more transparent for all involved
- By using Smarty Grants for a sponsorship application, acquittal of sponsorship funds can now be requested and easily completed by the community which will meet audit requirements (this process has not been enforced in the past)
- This process will enable officers to more easily provide answers to Council queries via data tracking from the community acquittals that will be required
- Greater and more accurate information will be able to be sourced surrounding the economic benefits derived from those events that request sponsorship
- A more accurate reporting process of sponsorships requested and provided can be provided to Council
- More accountability surrounding the promotion of Strathbogie Shire Council in relation to specific requirements will be included on marketing material as a result of providing sponsorship
- Benefit of using the same software program means all funding applicants can be reviewed to assess funding received from the various sources offered by Council

### 9.7.3 Sponsorship Program and Guidelines (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.

It directly links to the Council Plan 2017 – 2021 as follows:

Goal 1: To enhance the 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

#### **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 Sponsorship Program will assist in being able to more accurately and readily identify the economic impact of events that have received council funding.

This will come about by the use of standardized data that will be received via the application and acquittal process through the use of the Smarty Grants portal.

#### **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**

Continued information and training sessions will need to be provided across the Shire in association with both the Community Grants Program and the new Sponsorship Program to ensure that the community understands that the same process that has been adopted by Council for the Community Grants Program will now also be applied to an updated Sponsorship Program.

Also, a communications and promotions process to share the new program with the wider community via our website and social media pages will need to be implemented.

9.7.3 Sponsorship Program and Guidelines (cont.)

**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**

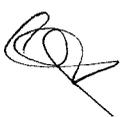
The author of this report considers that the recommendation has no legal or statutory implications which require the consideration of Council.

**Consultation**

Consultation occurred with various staff across the organization within the following departments: Arts, Culture and Economy; Community Wellbeing; Planning and Investment and the Executive Management Team. Discussions also took place with other Council officers surrounding their own policies involving community funding.

**Attachments**

- Sponsorship Program Guidelines



# Strathbogie Shire Council

## 2018-2019

### Sponsorship Program Guidelines

Online applications can be lodged at

Insert link once adopted

**Address:**  
109A Binney St, Euroa  
PO Box 177, Euroa 3866  
[www.strathbogie.vic.gov.au](http://www.strathbogie.vic.gov.au)  
[info@strathbogie.vic.gov.au](mailto: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 Arts, Culture and Economy Team on 5795 0000 or by emailing [info@strathbogie.vic.gov.au](mailto: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 'event' is used throughout this document. Event means any activity, project, initiative or program that you are seeking funds for.
- **It is a condition of application that you discuss your proposed event with a member of the Arts, Culture and Economy Team.** This will help to:
  - Check your group is eligible for funding.
  - Check your event is eligible to be funded and that you have successfully completed the *Event Application Part A*.
  - Clarify any queries you may have about the guidelines and online application process.
- Final decision regarding sponsorship applications is determined at monthly Council meetings. All requests for sponsorship need to be submitted before 12pm on the last Monday of the month in order to be considered at the following monthly Council meeting.
- The amount of funds awarded will be dependent on the number and quality of applications. Please note: you may not receive the full amount of funds that you have requested.
- Applicants are required to contribute towards the implementation of their event; this may include cash or in kind contributions or a combination of both. There is no minimum contribution required however evidence of the contribution must be provided.
- Please ensure your group has current public liability insurance to an amount of \$20,000,000 for your event. You will be required to include an attachment of this with your *Event Application Part A* 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 sponsorship you may also agree to act as ~~auspicing~~ group for another non-incorporated group.
- If your group has received Community Grants or Sponsorship Funding previously you will need to complete any outstanding acquittal requirements before being eligible to reapply for Sponsorship Funding.
- A maximum of \$5,000 in sponsorship funding can be applied for in any financial year.
- Any questions regarding acquittal requirements can be directed to the Arts, Culture and Economy Team on 5795 0000.

Additional criteria to be included -

*These guidelines will apply to sponsorship requests of and above \$1,000 and up to \$10,000.*

Criteria to be amended to -

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

### PRINCIPLES OF THE SPONSORSHIP PROGRAM

An annual program of events within a Shire adds significantly to the social health of the community, assists to raise awareness of the destination to identified markets, provides yield and yield dispersal to a broad range of local businesses and directly assists to increase the average length of stay of visitors.

Opportunities to attract or develop an event to a level of regional and state significance could be supported by Strathbogie Shire Council relevant to available resources.

In partnership with community groups and event organisers, Strathbogie Shire Council is committed to ensuring that our municipality continues to develop as a thriving destination and Council aims to provide appropriate support for groups undertaking the development and delivery of events where possible.

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

Applications are sought for events 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.
4. Increase economic development, tourism and the visitor economy

It is recommended that your event 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 Livability Plan 2017-2021 - click [HERE](#)
- A Community Plan developed by the Community Planning Reference Group in your community - click [HERE](#)
- Any other relevant plan that you may identify (please specify)

## GENERAL GUIDELINES

### **1. Who is eligible to apply?**

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

- Organisations or club that have an Australian Business Number
- OR
- An unincorporated not for profit community group, organisation or club that has an auspicing body that is either
  1. an incorporated not for profit community group, organisation or club or
  2. a Community Planning Reference Group (also known as Community Action Group).

### **2. Features of an eligible application**

- The event will generate positive outcomes for Strathbogie Shire residents and/or visitors.
- The applicant is able to demonstrate their own contribution to the event in the form of funds or in kind support.

- There is demonstrated support for the event from other groups within the community (such as formal partnerships, letters of support and / or a financial commitment to the event).
- The applicant is able to demonstrate sound event planning.
- The event considers gender equity, inclusion, accessibility and cultural diversity.
- Preference is given to events based within the Strathbogie Shire municipality.

### **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 from a previous funding application.
- 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.

### **4. What is not eligible for funding?**

- Applications for retrospective funding.
- Applications seeking funds to cover the cost of fundraising, prizes and/or wages.
- Applications seeking sponsorship to attend conferences or sporting events.
- Events 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. Sponsorship and GST**

- Where the applicant is registered for GST Council will pay the funding amount requested plus 10%. The Applicant will then remit to the Australian Tax Office (ATO).
- If the applicant is not registered for GST, or is not auspiced by a group registered for GST, 10% will be added to GST items as part of the total funding amount.

### **6. Funding conditions**

Successful applicants will be required to:

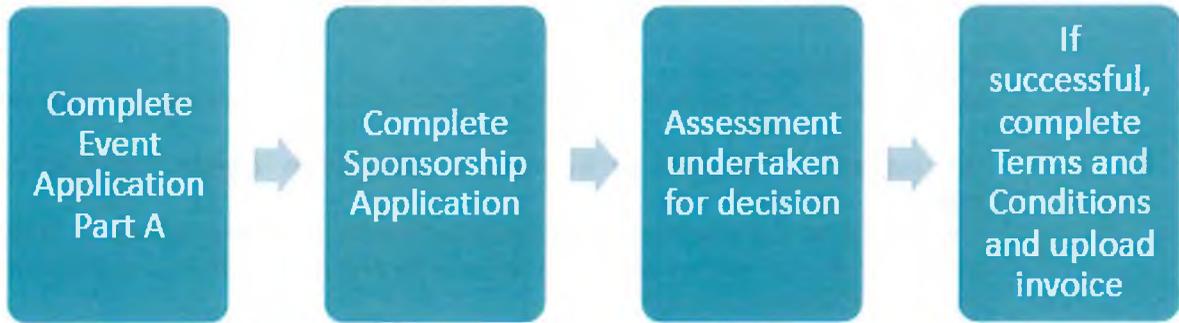
- Enter into a funding agreement and adhere to the conditions of the agreement.
- Spend the sponsorship money only as stated in the original application. Approval for any proposed variation to the event must be sought in writing via the Manager Arts, Culture and Economy, and permission received in writing, prior to a new event or variation commencing.

- Return any unspent funds at the completion of the event or the end of the agreement unless prior approval has been obtained to expend the funds.
- Where required, complete an Event Application Part A plus Event Application Part B (if applicable) 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 event; failure to do so will result in the event being delayed, or potentially, stopped.
- Inform Council officers of changes to key event contact details, including telephone number, email or postal address.
- Invite Council officers and Ward Councillor/s to the event as appropriate.
- Acknowledge Strathbogie Shire Council's support on all promotional material. The following wording must be incorporated in any material related to the funded project: "Supported by Strathbogie Shire Council"
- Display the Strathbogie Shire Council logo on all marketing collateral and advertisements.
- List the event with the Australian Tourism Data Warehouse - ATDW (<https://atdw.com.au/>).
- Dispersal of a percentage of net surplus by the event organisers in order to assist community groups is seen as entirely appropriate. However, if Council has a financial interest in the event then Council feels that priority should be given to investing a percentage of net surplus into the next event in the following year, with a view to the development of a self-sustaining event.
- Ensure any outstanding acquittals are submitted no later than 30 days after the completion date of the event (or other date as agreed to b Council)
- The possibility of any impact that an event may have on residents, ratepayers and business sector groups is required to be addressed and appropriate liaison with same will need to be demonstrated if requested.

#### HOW TO APPLY

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- All applications are completed online at: **insert link once adopted**
- Please answer all questions and attach all information as requested as a failure to do so may render your application ineligible.
- Applicants may only submit one application for Sponsorship per financial year.
- A successful funding application does not imply ongoing funding.



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### ASSESSMENT

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Applications will be assessed according to set criteria including:

- Demonstrated ability to raise awareness of Strathbogie Shire Council brand and other associated brands in identified markets
- Demonstrated financial budget
- Demonstrated capacity to add benefit to community and local businesses
- Demonstrated ability to provide economic benefits to local businesses
- Demonstrated links to relevant strategic documents
- Demonstrated partnerships

**9.7.4 Benalla Racing Club Inc  
- Sponsorship Request for 2019-2021 Euroa Cups**

**Author & Department**

Manager Arts, Culture and Economy / Corporate and Community Department

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

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

**Summary**

The Benalla Racing Club Inc. has submitted a request for \$2,000 per annum over a three (3) year period, total request amount being \$6,000.

Attached to this report is the Partnership Proposal from the Benalla Racing Club Inc. for Council consideration.

**RECOMMENDATION**

**For Council decision.**

**CRS WILLIAMS/MASON -**

**That Council provide \$2,000 for the 2019 Euroa Cup.**

52/19

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

**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.

In 2018, the Euroa Cup Committee partnered with the Benalla Racing Club Inc. and put forward the following request to Council:

- \$5,000 over a three (3) year period to sponsor the children's activities and free bus service from Euroa/Violet Town/Benalla. The Cup event is held in Benalla at the Benalla Race Course.
- Previous Sponsorship has been provided for this event as follows:
  - 2012 - \$3,000
  - 2013 – no applications for funding
  - 2014 - \$1,500
  - 2014 - \$1,500 (Community Grant)
  - 2015 - \$3,000
  - 2016 – no money given
  - 2017 – no event
  - 2018 - \$2,000

9.7.4 Benalla Racing Club Inc  
- Sponsorship Request for 2019-2021 Euroa Cups (cont.)

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 outside of the Shire.

**Alternative Options**

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

- *Cash sponsorship*
- *No sponsorship*

Currently in this financial year to date there is \$2,000 assigned in the 'Equine Support' budget allocation that has no designation identified as yet.

**Risk Management**

This is the second 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 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*.

9.7.4 Benalla Racing Club Inc  
- Sponsorship Request for 2019-2021 Euroa Cups (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 require a community consultation process due to the nature of the request.

**Attachments**

- Partnership Proposal
- Photo of Car Wrap example





BENALLA RACING CLUB Inc.  
Est 1960

# PARTNERSHIP

# PROPOSAL

***Shire of Strathbogie***



A handwritten signature or set of initials in the bottom right corner of the page, written in black ink.



Tuesday 5<sup>th</sup> February

Mr Steve Crawcour,  
Chief Executive Officer,  
Strathbogie Shire Council,  
109a Binney Street,  
Euroa. Vic 3666

Dear Steve,

Thank you for the opportunity to present a partnership proposal to you for the long term benefit of both our organisations.

The Benalla Racing Club and Euroa Cup Committee have once again joined together to conduct the annual Euroa Cup race day on Sunday 17<sup>th</sup> March, the day will be focused on being a family day out at the races with plenty of activities which include, giant water slide, jumping castle, pony rides, face painting, live music by local band caravan kids and of course fashions on the field. Free buses will also be running from Euroa on the day.

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, Eight Times a Lady locally owned and bred by Ken King, won race 3 last year along with Bon's Away placing second in the Euroa Cup. 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.

We have come up with a partnership that includes some fantastic coverage and recognition to a local audience as well as ticket offerings for your community. The partnership will strengthen the Awareness for your shire through-out our Region in showing you support community group and events that are highly regarded by the local towns.



**Partnership to include:**

- Race Naming Rights of one race at the Euroa Cup Sunday 17th March 2018
- Race book advertising on Euroa Cup Race Day.
- 20 General Admission tickets to the Euroa Cup Race Day
- Marquee for 10 people situated on the lawn in front of our kids zone
- Extensive media coverage in local newspapers, radio and Television coverage on Racing.com, including live interview on racing.com during the day.
- Race presentation of the Euroa Cup
- Branding on shop front Signage
- Branding on Car wraps

Cost of Partnership- \$2,200- Inc GST

If you have any questions, please do not hesitate to contact me.

Kind Regards,

Cameron Symes

Chief Executive Officer

0323 632 204

[c.symes@countryracing.com.au](mailto:c.symes@countryracing.com.au)





**SPONSORSHIP AGREEMENT**

**BENALLA RACING CLUB & SHIRE OF STRATHBOGIE**

<b>Company:</b> Shire of Strathbogie	<b>Address:</b> 109a Binney Street, Euroa. Vic 3666
<b>Contact:</b> Steve Crowcour	<b>Phone:</b>
<b>Position:</b> CEO	<b>Email:</b> steve.crowcour@strathbogie.vic.gov.au

**PARTNERSHIP DETAILS**

**3-year Agreement**

- Race naming rights of one race at the Euroa Cup Sunday March 17<sup>th</sup>, 2019
- Extensive branding and advertising
- 40 General Admission tickets

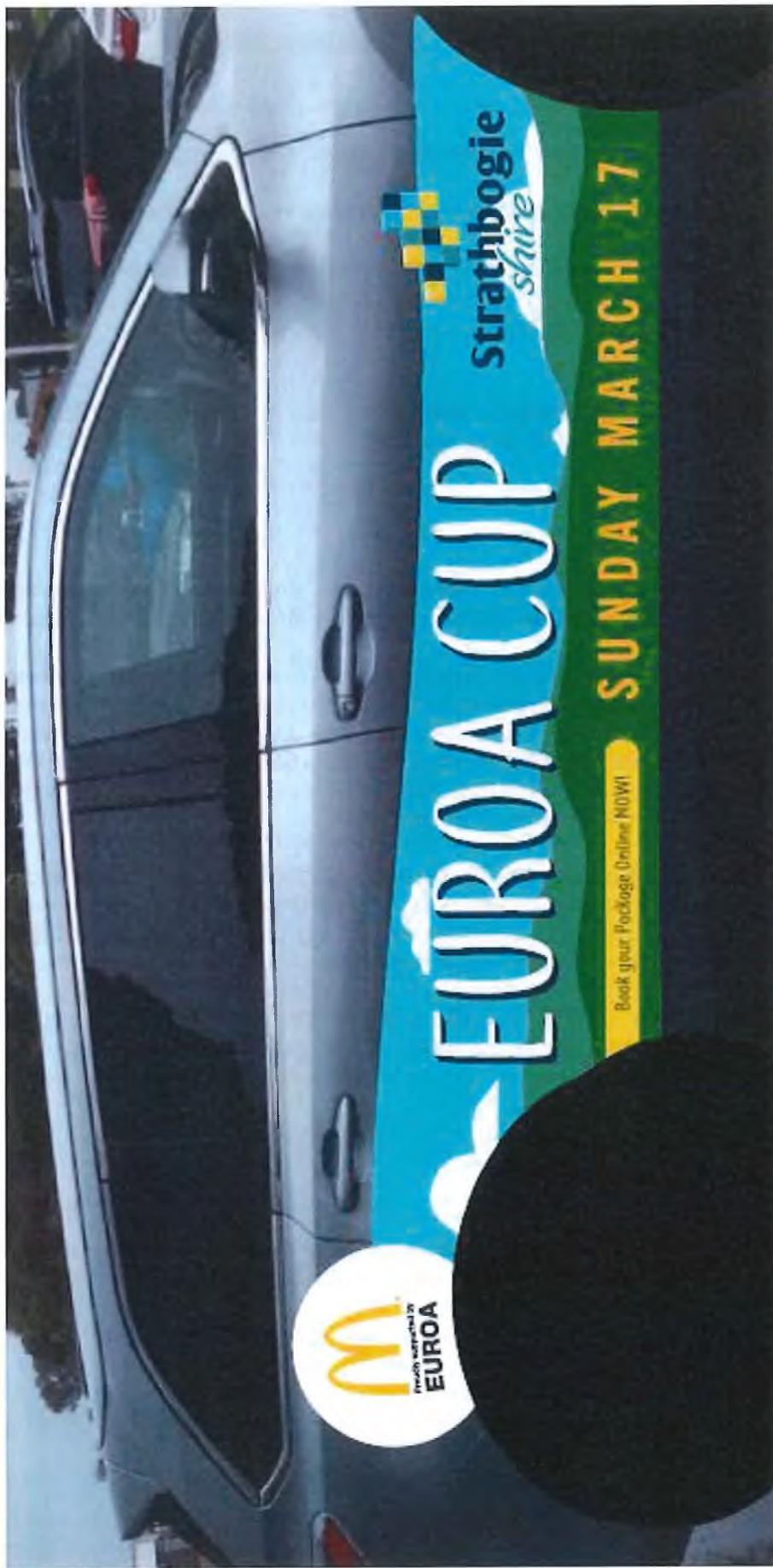
**TOTAL COST p.a. (Including GST) \$ 2200.00**

Cost of Sponsorship to be invoiced on the 1<sup>st</sup> of March each year of agreement.

**Signed:** \_\_\_\_\_ / / **Signed:** \_\_\_\_\_ / /

**Name:** Cameron Symes  
**Title:** Chief Executive Officer  
Benalla Racing Club

**Name:** Steve Crowcour  
**Title:** Chief Executive Officer  
Shire of Strathbogie



**9.7.5 Sustainable Development Reference Group  
- Draft Minutes of Meeting held on 13 December 2018**

**Author & Department**

Team Leader Climate Change and Environment, Community Assets Department

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

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

**Summary**

Included are recommendations and report from the Sustainable Development Reference Group held on 13 December 2018.

**RECOMMENDATION**

1. That the Sustainable Development Reference Group recommend Council endorse the nomination of Cr Stothers as Chair of the SDRG.
2. That the Sustainable Development Reference Group reiterate its October recommendation to Council to offer written responses to the Reference Group with reasonings as to acceptance or rejection of recommendations following consideration at the Council meeting, as the Reference Group has not yet received feedback on this same recommendation from October 2018.
3. That the Sustainable Development Reference Group recommend Council reinforce its letter of the 18 October 2018 to the re-elected Victorian State Government regarding the Strathbogie State Forest, and initiate commencing a community-council working group which will frame the overarching objectives and charter for a Sub-Committee for the Transition of the Strathbogie Forest, and that the Council letter be made public.

**CRS STOTHERS/BOWER -**

**Amendment:**

1. That the Sustainable Development Reference Group recommend Council endorse the nomination of Cr Stothers as Chair of the SDRG.
2. That Council acknowledge the request from the Sustainable Development Reference Group for feedback on how their recommendations are discussed and decided on by Council and will endeavour to do this via the Chair of the Sustainable Development Reference Group at each meeting.

9.7.5 Sustainable Development Reference Group  
- Draft Minutes of Meeting held on 13 December 2018 (cont.)

RECOMMENDATION (cont.)

- 3. That the Sustainable Development Reference Group recommend Council reinforce its letter of the 18 October 2018 to the re-elected Victorian State Government regarding the Strathbogie State Forest, and initiate commencing a community-council working group which will frame the overarching objectives and charter for a Sub-Committee for the Transition of the Strathbogie Forest, and that the Council letter be made public.**

53/19

**ON BEING PUT, THE AMENDMENT BECAME THE MOTION**

54/19

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

**Background**

1. The SDRG value the considerations of Council and appreciate any feedback it may have, and would like to establish a constructive relationship so decisions can be clearly communicated to the community.
2. Council's letter to the Minister did not receive a response due to the Victorian Election. Many members of the community have asked about the response and where to from here, and SDRG believe the leadership Council demonstrated in its decision, is deserving of a response from the State Government.
3. Strathbogie Tableland Action Group (STAG) in partnership with the Strathbogie Recreation Reserve Committee of Management established a working party to evaluate the installation of a free standing self-serve diesel supply to be located near the recycle bins at the Rec Ground. Letters of support from the CFA Regional Office, Steph Ryan MP, Damian Drum MP, and Cathy McGowan MP. Additionally some 120 community and business members have written letters of support including Strathbogie Golf Club, Strathbogie Store, Strathbogie Sports and Rec Club.

From Council's perspective this proposal is an important climate adaptation initiative for our local community. We are adjusting to the knowledge that rural communities are facing longer, hotter summers, and hence lengthened and more severe annual bushfire seasons. Our first priority should always be the reduction of risk for our family, friends, neighbours, visitors and emergency personnel. Access to fuel therefore must be a priority when the Strathbogie Shire goes into emergency mode. It is considered a high risk to not have fuel accessible on the Tablelands at the moment, considering the isolated nature of the region.

**Alternative options**

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

9.7.5 Sustainable Development Reference Group  
- Draft Minutes of Meeting held on 13 December 2018 (cont.)

**Risk Management**

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

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

The author of this report considers that the report is consistent with Council Policies, key strategic documents, including the development of the Sustainable Strathbogrie 2030 Strategy.

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

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

**Financial/Budgetary implications**

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

**Economic implications**

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

**Environmental/Amenity implications**

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

**Community implications**

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

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

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

**Legal/Statutory implications**

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

**Consultation**

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

**Attachments**

- Sustainable Development Reference Group Minutes – 13 December 2018

## SUSTAINABLE DEVELOPMENT REFERENCE GROUP MEETING MINUTES



Thursday 13 December 2018  
Conference Room, Council Offices  
4.00pm – 6.00pm

### Attendees

Charlie Brydon	<i>Friends of the Sevens Creek</i>	Peter Robinson	<i>Vic Farmers Federation</i>
David Jamieson	<i>Strathbogie Pine Action Group</i>	Carole Hammond	<i>Strathbogie Shire</i>
Jeff Saker	<i>Manager Assets</i>	Shirley Saywell	<i>Euroa Environment Group</i>

### 1. WELCOME MEMBERS AND WELCOME TO COUNTRY

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

### 2. CALL FOR NOMINATIONS - CHAIRPERSON

With the resignation of Cr Williams, the SDRG has a vacancy for Chairperson of the Reference Group. The role includes being an active advocate for SDRG initiatives throughout the community and council, by attending events and meetings, and managing proceedings at the SDRG meeting each month.

Cr Stothers was nominated by D Jamieson.

#### RECOMMENDATION:

That the Sustainable Development Reference Group accept the nomination of Cr Stothers as Chair.

MOVED – Shirley S.

SECONDED – Peter R.

As Cr Stothers was an apology, Charlie Brydon agreed to act as interim Chair for the meeting.

### 3. CONFLICT OF INTEREST DECLARATIONS

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

No conflicts of interest were declared.

### 4. APOLOGIES

Cr Stothers, Cr Bower, P Scott, A Toland, C Helderman.

### 5. MATTERS ARISING FROM PREVIOUS (October) MINUTES

**ACTION:** Anna and Carole to plan a workshop for choosing the right energy retailer for community groups;  
**Completed:** see Eventbrite invitation <https://www.eventbrite.com.au/e/choosing-the-right-energy-retailer-community-groups-tickets-51987527093> See item 7.5.

**ACTION:** Carole to seek clarification about the activities of retailers in the market when solar is placed on a residence, and the minimum Feed in Tariff applicable in Victoria.

**Completed:** see info on Council webpage <https://www.strathbogie.vic.gov.au/environment-head/environment-sub/bogie-bulk-buy>

**ACTION:** That the SDRG discuss costs and benefits of Councils partnership with YEF, the Community Solar

Donation, and Corporate Greenhouse Program at the next available AOC and seek clarification with Council as to why they did not accept the SDRG Recommendation to extend the Bogie Bulk Buy.

**RECOMMENDATION:**

That the Sustainable Development Reference Group reiterate its October recommendation to Council to offer written responses to the Reference Group with reasonings as to acceptance or rejection of recommendations following consideration at the Council meeting, as the Reference Group has not yet received feedback on this same recommendation from October 2018.

MOVED – David J.

SECONDED – Peter R.

**ACTION:** Cr Williams to seek clarification on Councilor attendance to SDRG.

This Action can be considered complete with new Council representation on the SDRG Reference Group.

**6. ACCEPTANCE OF MINUTES**

**RECOMMENDATION:**

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

MOVED – David J.

SECONDED – Shirley S.

**7. TEAM LEADER CLIMATE CHANGE & ENVIRONMENT REPORT**

7.1 Carbon Crunching Councils

Grant application was successful. Strathbogie is project lead, and the project will partner with Murrindindi, Benalla and Towong Shires to investigate, develop and implement energy and greenhouse accounting and inventory solutions as a shared service across all councils.

7.2 Greenhouse Audits of Council Buildings

Please see attached spreadsheet on screen. Carole is currently reviewing priorities for implementation based on grant and recurrent budget, emissions reductions, annual savings to ratepayers/council, and occupant comfort.

A question was asked of the savings vs utility costs, as for some buildings savings nearly negated the costs (which would be fantastic). Carole agreed to check. This is correct if (and only if) ALL actions are implemented as suggested by the auditors. However the auditors will not necessarily be the contractors for installation, and did not have access to information regarding budget for implementation. Some items cannot be installed owing to mechanical and infrastructure issues, or budget. This will even out the costs and savings – remembering that considerable savings will be made with solar installations as well.

7.3 Sustainable Strathbogie 2030 Consultant Reviews

An RFQ has been sought and filled for three aspects of the SS2030 strategy;

- Fleet review of council assets (including lease/buy, fuel types, maintenance program, phase in/affordability, large truck options);
- Community Greenhouse Gas Emissions Profiling (residential, commercial, agricultural baseline and forecasting of emissions in Strathbogie Shire).
- Urban and Rural Green Infrastructure Review (green mapping of all our major townships, assessment of passively irrigated street trees with concept designs for two priority tree pit projects, green and blue infrastructure data opportunities and future scenarios for street and park trees, WSUD, corridor enhancement and open space. Also spatial mapping of forest coverage, carbon abatement potential, legislative and market status of abatement and offset programs for consideration, opportunities and pathways to strengthen alternate uses away from logging and forestry examined and also modelled on a BAU.



#### 7.4 Sustainable Strathbogrie 2030 Presentation

Presentation from Carolé of the Draft SS2030 strategy progress to date. This included Strategy content of Strategic Directions, Targets to 2022, and 2030, and flagship actions from the Action Plan.

Shirley and Charlie made comment on the Action Plan and commitments from Council. As noted the Action Plan will be attached to the Strategy, and is fully scoped, budgeted and resourced. It ranges from small one-off changes to documents, to advocacy, to large multi-year partnership projects requiring external funding. All require ultimate commitment from Council via its final approval.

Draft SS2030 will be presented to Council in February 2019 before community consultation.

No further recommendations from the SDRG were received.

#### 7.5 Workshops

As discussed the energy retail educational workshop for community groups was set for the evening of 22 November. Some 20 people attended.

Shirley was concerned that many people are not aware of the benefits such a workshop can bring and are suffering unnecessarily. More people should have attended, and it was resoundingly agreed that more people and community groups could have taken advantage of this free workshop if it weren't for their inertia. A suggestion was to set up a table in the main street with Mondo and Globird, and try to catch people as they went by, as this would at least find people.

However Carolé made the comment that quality control was very important to Council, and people can't be expected to understand the context of energy retail fees in the street. More importantly attendees at the workshop had specifically pointed out how much they valued the impartiality of the presenter (Carbonetix). This was also the key feature of the Bogie Bulk Buy. We would not have had to pay for the workshop presenters to do this if we were still doing the Bogie Bulk Buy program as formerly we had built workshops into the contract. Discussion then moved to why this program isn't occurring and communications with council. People were given many chances to attend, were emailed very widely and news spread in the paper and on social media, but chose not to attend. We cannot force them to attend, unfortunately. This happens to local government across not only Australia, but globally.

At another workshop, David Holmgren and David Arnold contacted Council to hold 'Retrosurbia' based on a suburban narrative of change over time in metropolitan Melbourne. This is supported by the current 2011 Environment Strategy. It was popular owing to David's high profile with some 65 people attending, and Cr Thomson introducing the speaker.

#### 7.6 Strathbogrie State Forest

As noted at the last meeting, Council wrote to the State Minister for Energy, Environment and Climate Change on 18 October 2018, that Strathbogrie Shire Council does not support continued logging of native areas of Strathbogrie State Forest.

A letter was sent to The Hon. Lily D'Ambrosio MP, Minister for Agriculture, and cc'd to The Hon. Jaala Pulford MLC, Minister for Agriculture and Water Resources, The Hon. David Littleproud MP, Minister for the Environment, The Hon. Melissa Price MP, Minister for Trade, Tourism and Investment, Senator the Hon. Simon Birmingham, Minister for Tourism and Major Events, The Hon. John Eren MP, and The Premier. A response was received on 12 November from the Executive Director of Policy and Planning DELWP stating *"The caretaker period will remain in effect until the incoming government is decided. In the interim, we will continue to administer government programs in their current form. Significant policy decisions, new undertakings and appointments will be deferred to the incoming government."*

It is suggested SDRG recommend Council refresh its request for a response from the re-elected State Government, adding the recent findings from the University of Canberra report 'Community Perceptions of Australia's Forest, Wood and Paper Industries: Implications for Social License to Operate' which found 83% of 11,500 rural and regional Australians surveyed did not support logging in native forests, but 43% did accept

plantation forestry. This aligns with Strathbogie Shire Council's position seeking support for a fresh, contemporary vision supporting a transition to conservation, tourism, and native plantation based timber, in the form of *Transition of the Strathbogie Forest: Tourism & Plantation Blueprint for the Strathbogie Shire*.

Community has requested a sub-committee of the SDRG be formed to build upon this and commence building a 'shovel-ready' proposal should Government decisions to entirely, or partially halt logging, and any funding become available.

It is proposed this Committee is created as a sub-committee of the Sustainable Development Reference Group, and is titled 'Sub-Committee for the Transition of the Strathbogie Forest'.

A working group for the sub-committee can initially document broad overarching objectives and a charter for the project committee, before advertising broadly for committee members. It is expected the group report regularly to SDRG, and all recommendations go through the SDRG to Council, as per Council's standard meeting procedure.

**RECOMMENDATION:**

That SDRG recommend Council reinforce its letter of the 18 October 2018 to the re-elected Victorian State Government regarding the Strathbogie State Forest, and approve the commencement of a community-council working group which will frame the overarching objectives and charter for a Sub-Committee for the Transition of the Strathbogie Forest, and that the Council letter be made public.

MOVED: Shirley S.

SECONDED: Peter R.

**8. MANAGING CLIMATE RISK IN AGRICULTURE CONFERENCE**

Over 200 delegates attended the Beechworth conference, from as far away as WA, TAS, NSW and QLD. Plans are underway for a 2019 conference after numerous enquiries from the farming community. A summary and presentations can be found here

<https://www.farmersforclimateaction.org.au/managing-climate-risk-in-agriculture-2018-beechworth-victoria>

**9. OTHER BUSINESS**

**9.1 Strathbogie Diesel Fuel Supply Project**

Strathbogie Tableland Action Group (STAG) in partnership with the Strathbogie Recreation Reserve Committee of Management established a working party to evaluate the installation of a free standing self-serve diesel supply to be located near the recycle bins at the Rec Ground.

This initiative is an important climate adaptation initiative for our local community as we adjust to the knowledge that rural communities are facing longer, hotter summers, and hence lengthened and more severe annual bushfire seasons. Our first priority should always be the reduction of risk for our family, friends, neighbours, visitors and emergency personnel, and fuel therefore must be readily accessible when the Strathbogie Shire goes into emergency mode. It is considered a high risk to not have fuel accessible on the Tablelands at the moment, considering the isolated nature of the region.

**Project Facts**

The proposed supply company will offer competitive pricing, 24 hour access and a back-up generator to guarantee supply in the event of a mains power failure. They will also return a small rebate per litre to the community which will be used to improve community assets and support other community projects.

In the event of a major fire, the Rec Reserve is the designated staging area and, with no current supply of fuel on the Tableland, it is essential for community safety that fuel is available locally. It is also planned to build a new CFA shed on the two unused bottom tennis courts.

The provision of a fuel supply extends beyond the CFA to the wider community:



- it will no longer be necessary to undertake a roundtrip of 50K+ to Euroa, Violet Town or Merton for fuel
- The company will offer an on farm delivery at competitive pricing for those who require it
- It will remove the necessity for smaller users to store fuel on farm
- It will keep money in the community
- Payment may be made by debit or credit card or creating a charge account

The project aligns closely with both Goals 3 and 4 in the Council Plan and with several sections of STAG's Community Action Plan by:

- providing quality infrastructure
- best practice management of assets including roads and facilities
- providing support to local businesses
- promoting self sufficiency
- continuing to monitor and support emergency procedures for the Tableland.

Letters of support for the proposal have already been received from CFA Regional Office, Strathbogie Golf Club, Strathbogie Store, Strathbogie Sports and Rec Club and some residents. Support from the community in general was demonstrated through a survey and community meeting held earlier this year.

Drop in Session 13 December 2018

A drop in session has been organised by Council for Thursday 13 December in the Soldiers Room at the Strathbogie Hall between 2 and 3.30pm to answer any questions or concerns that residents may have.

- ACTION:** Carole to send the list of businesses she has compiled for the Trust for Nature rebate project.
- ACTION:** Carole to get details of street tree project – Completed – Mark will be given details of budget and cost codes and authority to order trees etc in the new year (2019) by Carole, and will help to project manage the project with the external team Matt was originally working with.
- ACTION:** Shirley to ask the Mondo team to write to Council via Carole regarding installation of an Ubi in the Library connected with the mini grid project.

Please note there will be no meeting in January due to a number of apologies and there being no Council meeting.

**Meeting closed 6.40 pm.**



### **9.7.6 Goulburn Valley Local Government Waste Forum - Replacement Representative**

#### **Author and Department**

Waste Engineer / Community Assets Department

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

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

#### **Summary**

This report seeks Council's endorsement for a replacement representative on the Goulburn Valley Local Government Waste Forum due to the resignation of Council's current Forum representative.

#### **RECOMMENDATION**

**That Council endorses Council's Group Manager Community Assets, Jeff Saker, as its replacement Goulburn Valley Local Government Waste Forum Representative.**

*55/19 CRS WILLIAMS/LITTLE : That the Recommendation be adopted.*

**CARRIED**

#### **Background**

At its Statutory Meeting on 13 November, 2018, Council appointed the following to represent Council on the Goulburn Valley Local Government Waste Forum (GVLGWF):

- Forum Representative - Darren Ritchie (Waste Engineer)
- Advisory Members - Councillor Williams  
- Councillor Thomson

Due to the resignation of the current Forum Representative, Council is required, under Section 4 of the Goulburn Valley Local Government Waste Forum Operating Guidelines, to change its Representative through a Council Resolution, followed by a letter of confirmation from the Council's Chief Executive Officer to the Chair of the Forum.

#### **Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The recommended option is believed to provide the most suitable action from the point of view of maintaining continuity at least until Council is required to choose its representatives at its next Statutory Meeting.

9.7.6 Goulburn Valley Local Government Waste Forum  
- Replacement Representative (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 the recommendation has no 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 and that it adequately satisfies the requirements of the Forum's Operating Guidelines.

**Consultation**

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

**Attachments**

Nil.

**9.7.7 Violet Town and District Recognise Group  
- Request for Support**

**Author & Department**

Group Manager, Corporate and Community / Corporate and Community Department

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

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

**Summary**

The Violet Town and District Recognise Group are seeking support from Council for a range of activities designed to support Aboriginal recognition and reform.

Council is asked to consider the following Recommendations, either separately or together.

**RECOMMENDATION**

1. That Council support the sentiments contained in The Uluru Statement from the Heart.
2. That Council support Aboriginal recognition and reform of the Constitution.
3. That Council support a referendum campaign and process to enshrine a First Nations Voice to federal parliament.
4. That Council put forward a resolution to the State Council of the Municipal Association of Victoria for State-wide local government formal support of this issue.
5. That Council notify the Government Ministers (Federal and State) who are responsible for indigenous affairs, as well as the local State and Federal members, of Council's resolution.

**CRS THOMSON/BOWER -**

**Motion:**

**That the Recommendations be dealt with individually via separate Council resolutions, and that an additional Recommendation (6) be added.**

56/19

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

9.7.7 Violet Town and District Recognise Group  
- Request for Support

**RECOMMENDATION**

1. That Council support the sentiments contained in The Uluru Statement from the Heart.

57/19 **CRS STOTHERS/LITTLE** : *That the Recommendation be adopted.*

**CARRIED**

2. That Council support the process for Aboriginal recognition and reform of the Constitution.

58/19 **CRS STOTHERS/THOMSON** : *That the Recommendation be adopted.*

**CARRIED**

3. That Council support a referendum campaign and process to enshrine a First Nations Voice to federal parliament.

59/19 **CRS STOTHERS/BOWER** : *That the Recommendation be adopted.*

**CARRIED**

**Cr Little called for a Division**

For the Motion

Cr Stothers  
Cr Bower  
Cr Thomson  
Cr McClaren

Against the Motion

Cr Williams  
Cr Mason  
Cr Little

4. That Council put forward a resolution to the State Council of the Municipal Association of Victoria for State-wide local government formal support of this issue.

60/19 **CRS STOTHERS/BOWER** : *That the Recommendation be adopted.*

**CARRIED**

**Cr Little called for a Division**

For the Motion

Cr Bower  
Cr Stothers  
Cr McClaren  
Cr Thomson  
Cr Williams

Against the Motion

Cr Little  
Cr Mason

9.7.7 Violet Town and District Recognise Group  
- Request for Support

RECOMMENDATION (cont.)

5. **That Council notify the Government Ministers (Federal and State) who are responsible for indigenous affairs, as well as the local State and Federal members, of Council's resolution.**

61/19 **CRS STOTHERS/THOMSON** : *That the Recommendation be adopted.*

**CARRIED**

6. **That Council assist with creating broader awareness of the need for constitutional reform by using Council communication, marketing and promotional avenues and display of posters and postcards etc in Council owned buildings.**

62/19 **CRS STOTHERS/BOWER** : *That the Recommendation be adopted.*

**CARRIED**

**Background**

The Violet Town and District Recognise Group are a collective of people that have a strong interest in raising awareness of and supporting Aboriginal recognition and reform of the Constitution, and the *Uluru Statement from the Heart movement*.

On 21 November 2018 the Group wrote to Council and sought support as follows:

- *Support for in kind activities, including a guest speaker on 27 January 2019, with subsequent small information sessions.*
- *Support, through a formal motion, Aboriginal recognition and reform of the Constitution.*
- *Support, through a formal motion, The Uluru Statement from the Heart.*
- *Support, through a formal motion, a referendum campaign and process to enshrine a First Nations Voice to federal parliament.*
- *Assist with creating broader awareness of the need for constitutional reform by using Council communication, marketing and promotional avenues and display of posters and postcards etc in Council owned buildings.*
- *To put forward a resolution to the State Council of the Municipal Association of Victoria for statewide local government formal support of this issue.*
- *Notify the government ministers (federal and state) who are responsible of indigenous affairs as well as the local state and federal members of Council's resolution.*

Council at its meeting of 18 December 2018 resolved:

*"That Council provide support in principle for the activities of the Violet Town and District Recognise Group and consider formal motions at its Council meeting in February 2019."*



9.7.7 Violet Town and District Recognise Group  
- Request for Support

**Background on Support for Aboriginal recognition and reform of the Constitution**

On 19 March 2018, the Australian Parliament agreed to establish a [Joint Select Committee on Constitutional Recognition relating to Aboriginal and Torres Strait Islander People](#) (the Committee). The Committee was tasked with recommending options for constitutional change which meet the expectations of Aboriginal and Torres Strait Islander people, and will secure the support of the Parliament and the Australian people.

The Committee submitted its report to Government in November 2018 with the following recommendations:

Recommendation 1

In order to achieve a design for The Voice that best suits the needs and aspirations of Aboriginal and Torres Strait Islander peoples, the Committee recommends that the Australian Government initiate a process of co-design with Aboriginal and Torres Strait Islander peoples.

The co-design process should:

- consider national, regional and local elements of The Voice and how they interconnect;
- be conducted by a group comprising a majority of Aboriginal and Torres Strait Islander peoples, and officials or appointees of the Australian Government;
- be conducted on a full-time basis and engage with Aboriginal and Torres Strait Islander communities and organizations across Australia, including remote, regional, and urban communities;
- outline and discuss possible options for the local, regional, and national elements of The Voice, including the structure, membership, functions, and operation of The Voice, but with a principal focus on the local bodies and regional bodies and their design and implementation;
- consider the principles, models, and design questions identified by this Committee as a starting point for consultation documents; and
- report to the Government within the term of the 46th Parliament with sufficient time to give The Voice legal form.

Recommendation 2

The Committee recommends that, following a process of co-design, the Australian Government consider, in a deliberate and timely manner, legislative, executive and constitutional options to establish The Voice.

Recommendation 3

The Committee recommends that the Australian Government support the process of truth-telling. This could include the involvement of local organizations and communities, libraries, historical societies and Aboriginal and Torres Strait Islander associations. Some national coordination may be required, not to determine outcomes but to provide incentive and vision. These projects should include both Aboriginal and Torres Strait Islander peoples and descendants of local settlers. This could be done either prior to or after the establishment of the local voice bodies.



9.7.7 Violet Town and District Recognise Group  
- Request for Support

Recommendation 4

The Committee also recommends that the Australian Government consider the establishment, in Canberra, of a National Resting Place, for Aboriginal and Torres Strait Islander remains which could be a place of commemoration, healing and reflection.

To date the Government has not formally responded to the recommendations.

**Uluru Statement From The Heart**

A constitutional convention bringing together over 250 Aboriginal and Torres Strait Islander leaders met in 2017 and the majority resolved, in the '[Uluru Statement from the Heart](#)', to call for the establishment of a 'First Nations Voice' in the *Australian Constitution* and a 'Makarrata Commission' to supervise a process of 'agreement-making' and 'truth-telling' between governments and Aboriginal and Torres Strait Islander peoples.

These objectives reflect the nature of reform desired rather than specifying the fine detail of any proposed changes to the *Australian Constitution*.

The Statement is reproduced below:

*"We, gathered at the 2017 National Constitutional Convention, coming from all points of the southern sky, make this statement from the heart:*

*Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands, and possessed it under our own laws and customs. This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from 'time immemorial', and according to science more than 60,000 years ago.*

*This sovereignty is a spiritual notion: the ancestral tie between the land, or 'mother nature', and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors. This link is the basis of the ownership of the soil, or better, of sovereignty. It has never been ceded or extinguished, and co-exists with the sovereignty of the Crown.*

*How could it be otherwise? That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?*

*With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.*

*Proportionally, we are the most incarcerated people on the planet. We are not an innately criminal people. Our children are aliened from their families at unprecedented rates. This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.*

*These dimensions of our crisis tell plainly the structural nature of our problem. This is the torment of our powerlessness.*

9.7.7 Violet Town and District Recognise Group  
- Request for Support

*We seek constitutional reforms to empower our people and take a rightful place in our own country. When we have power over our destiny our children will flourish. They will walk in two worlds and their culture will be a gift to their country. We call for the establishment of a First Nations Voice enshrined in the Constitution.*

*Makarrata is the culmination of our agenda: the coming together after a struggle. It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.*

*We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.*

*In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future."*

**Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternative courses of action, which include declining to pass motions as requested.

**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**

There will be community interest in the content of the proposed motions

9.7.7 Violet Town and District Recognise Group  
- Request for Support

**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 has involved consultation with a number of key stakeholders as outlined previously in this report.

Additional consultation may be required.

**Attachments**

- Letter to Council from Violet Town & District Recognise Group



November 21, 2018

The Mayor, Councillors and CEO  
Shire of Strathbogie

Violet Town & District Recognise Group  
C/- PO Box 63, Violet Town VIC 3669

Dear Mayor, Councillors and CEO

We write to you as a collective of people that have a strong interest in raising awareness of and supporting Aboriginal recognition and reform of the constitution, and the *Uluru Statement from the Heart* movement.

Information on the *Uluru Statement from the Heart* can be found here: <https://www.1voiceuluru.org/>

We are seeking from the Shire of Strathbogie the following items:

- Support, through in-kind activities, the upcoming event *First Nations Voice: Let's Hear It!* to be held in Violet Town in the afternoon of January 26, 2019.
- Support, through a formal motion, Aboriginal recognition and reform of the Constitution
- Support, through a formal motion, the *Uluru Statement from the Heart*
- Support, through a formal motion, a referendum campaign and process to enshrine a First Nations Voice to federal Parliament
- Assist with creating broader awareness of the need for constitutional reform and the *Uluru Statement from the Heart* by using Council communication, marketing, and promotional avenues (website, facebook, social media, newsletters, newspaper articles, email signature showing Strathbogie Shire's support for Uluru Statement, etc) and display of posters and postcards etc in Council-owned buildings
- To put forward a resolution to the state council of the Municipal Association of Victoria for statewide local government formal support of this issue
- Notify the government ministers (federal and state) who are responsible for Indigenous Affairs as well as the local state and federal members of Council's resolution

We have been inspired by the *Uluru Statement from the Heart* – the profound and historic outcome of a process that, for the first time, saw hundreds of representatives from Aboriginal communities around the country come together and agree on a way for Australia to acknowledge and come to terms with its past and move forward to a future based on truth and respect.

By supporting Aboriginal recognition and reform, the Shire of Strathbogie would be helping to provide First Nations a rightful place in the Australian constitution. It would also be a *first big step forward* in formally acknowledging our shared – Black and White – history and put in place the mechanisms to enable us all to understand, heal and prosper together as a mature nation.

We hope you will give this due consideration, and we look forward to your response.

Sincerely yours

Margaret Healy  
Tim Gallagher  
Helen Keighery  
Annette Walton  
Libby Woodhouse  
Violet Town & District  
Recognise Group

Matthew Burns, CEO  
Taungurung Clans  
Aboriginal Corporation  
ceo@taungurung.com.au

Thomas Mayor  
Advocate  
Uluru Statement from the Heart  
Thomas.mayor@mua.org.au

## 9.7.8 Community Grants Program Guidelines 2019-2020

### **Author & Department**

Community Development Officer / Corporate and Community Department

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

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

### **Summary**

The 2019-2020 Community Grants Guidelines are presented for endorsement by Council. Minimal changes have been made to the Guidelines after the successful introduction of the four Grants Categories last year.

### **RECOMMENDATION**

**That Council endorse the amended 2019-2020 Community Grants Program Guidelines.**

***CRS BOWER/MASON -***

#### **Amendment:**

**That Council endorse the amended 2019-2020 Community Grants Program Guidelines, subject to further amendment to requirements for Public Liability Insurance.**

63/19

***ON BEING PUT, THE AMENDMENT BECAME THE MOTION***

64/19

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

### **Background**

The Guidelines have been amended to improve the operation of the Community Grants program.

The 2019-2020 Community Grants Program is scheduled to open on 18 March 2019 and close on 26 April 2020.

Emergency Services, Educational Institutions and Religious organisations will be eligible to apply for grants to fund projects that directly benefit the community, for example, a defibrillator.

These groups will be required to seek funding from their auspice organisation (and list them on the application) before an application for funding from Council would be considered.

#### 9.7.8 Community Grants Program Guidelines 2019-2020 (cont.)

The Guidelines now include notification that if all documentation requested on the application form is not included with the application it will not be considered. Any additional documentation required (eg. building permit or event approval) does not fall into this restriction.

In previous years the Community Grants Program has provided funding for Events, however as of 2019-2020, Events funding will now be applied for through the Sponsorship Program.

#### **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, in particular, aligning with:

**Goal 1:** To enhance community health and wellbeing

(4) Support and drive community, arts and cultural events

**Key Strategy:** Continue support for Community Grants program.

#### **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 decision to amend the guidelines will have a direct impact on the community groups who apply for funds under Council’s Community Grants Program.

All applicants will be provided with support and training on the online application process and why these changes have been made. Dates of the Information Forums and Drop-in sessions will be advertised on Council’s website, Facebook page and through local newspapers.

9.7.8 Community Grants Program Guidelines 2019-2020 (cont.)

**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 2019-2020 Community Grants Program Guidelines



## Strathbogie Shire Council 2019-2020 Community Grants Program Guidelines

For projects commencing after Monday July 1, 2019

**Opens:** Monday March 18, 2019

**Closes:** Friday April 26, 2019

Online applications can be lodged at

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

**Address:**  
109A Binney St, Euroa  
PO Box 177, Euroa 3688  
[www.strathbogie.vic.gov.au](http://www.strathbogie.vic.gov.au)  
[info@strathbogie.vic.gov.au](mailto: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](mailto: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 final decision regarding your grant application is determined at the at the June Council meeting.
- The amount of funds awarded will be dependent on number and quality of applications. Please note: you may not receive the full amount of funds you have applied for.

- The maximum grant amount for each category is as follows:

Grant Category	Amount
Active and Healthy Communities	\$5000
Arts & Culture	\$5000
Environment and Sustainability	\$5000
Facilities and Infrastructure	\$5000
Small Projects	\$1000

- Applicants are required to contribute towards the implementation of their project; this may include cash or in kind contributions or a combination of both. There is not minimum contribution required however evidence of the contribution must be provided.
- Council will require evidence of appropriate Public Liability Insurance prior to the receipt of funds. The preferred minimum coverage is to be \$20,000,000 or other amount to the satisfaction of Council.
- Applications can only be received from incorporated groups. If your group is not incorporated, you will need to seek out an incorporated group or a Community Planning Reference Group (also known as Community Action Group) who is willing to auspice (endorse) your application.
- If your group is submitting an application for funding you may also agree to act as an auspicing group for another non-incorporated group.



- If your group has received Community Grants Funding previously you must have completed any outstanding project acquittal requirements before being eligible to reapply for the current round of the Community Grants Program. The Grant Acquittal Form is available on the SmartyGrants account that you used to apply for your previous Grant.
- Any questions regarding acquittal requirements can be directed to the Community Wellbeing Team on 5795 0000.

**COMMUNITY GRANTS PROGRAM TIMELINE 2019-2020\***

Applications Open	Monday March 18, 2019
Applications Close	Friday April 26, 2019
Applications assessed	May 2019
Recommendations to Council for decision	Tuesday June 18, 2019
Applicants advised of outcome	Friday June 28, 2019
Project can commence from	Monday July 1, 2019
Project Completed and Acquittal Submitted	Friday May 31, 2020

\*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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*GENERAL GUIDELINES – For all categories*

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## 1. Who is eligible to apply?

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

- A not for profit community group, organisation or club that is incorporated.  
OR
- An unincorporated not for profit community group, organisation or club only if they have a Community Planning Reference Group (also known as Community Action Group) or an incorporated body that is willing to act as auspice for the application.  
OR
- Emergency services, Educational Institutions and Religious organisations for non-operational projects provided they have exhausted all funding options from their auspicing bodies.

## 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 (such as a Community Planning Reference Group) or where their funding and service agreement precludes access to other Council funding.
- Private, profit making organisations.

#### 4. What is not eligible for funding?

- Applications for retrospective funding, including for projects that are due to start before 1 July 2019.
- 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).
- If the applicant is not registered for GST, or is not auspiced by a group registered for GST, 10% will be added to GST items as part of the total grant sum.
- Grant maximum amounts to remain as suggested, noting that the amount will cover GST, with any amount over that to be funded by the applicant.

#### 6. Grant conditions

Successful applicants will be required to:

- Enter into a funding agreement and adhere to the conditions of the agreement.
- Spend the grant money only as stated in the original application. Approval for any proposed variation to the project must be sought in writing via the Manager Community 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.
- Ensure any outstanding acquittals are submitted by 31 May 2019 (or other date as agreed to by Council). (If this is not done, your application will not be considered.)
- Invite Council officers and Ward Councillor/s to the project launch if applicable.

- Acknowledge Council in all public and promotional materials.

#### HOW TO APPLY

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- All applications are completed online at:  
[www.strathbogie.vic.gov.au/community/community-funding/community-grants-program](http://www.strathbogie.vic.gov.au/community/community-funding/community-grants-program)
- Please answer all questions and attach all information as requested.
- **Failure to answer all questions and attach all information as requested will render your application ineligible and your application will not be assessed.**
  - o **Note 1:** We acknowledge that there has been leniency on this criteria in the past however due to the increasing number of applications for Community Grants Funding it is no longer possible to assess incomplete applications. Your understanding in this matter is appreciated and we look forward to receiving your application with all requested documentation included.
  - o **Note 2:** Depending on the specific project, additional information, such as a building permit or event approval may be required for the implementation of your project. This is different from the required documents for a complete application. If applicable, this information will be sought when a project has been short listed and will not impact on your eligibility for assessment.
- Applicants may only submit one application for Community Grants per year.
- Late applications will not be considered, and no extensions will be granted.
- **A successful funding application in any round does not imply ongoing funding.**

#### SPECIFIC GRANT CATEGORY GUIDELINES

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

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

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



## ACTIVE & 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/Management and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

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



## ARTS & CULTURE

*(To be read in conjunction with the General Guidelines)*

The Arts & Culture Grant category supports:

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

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

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

Please note: In previous years Community Grants Program has provided funding for Events, however, as of 2019-2020, Events funding has been transferred to Sponsorship Program.

Please discuss your project with the Community Wellbeing Team.

### Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to developing the cultural vibrancy of the Strathbogie Shire area and supports local creativity and innovation.
- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills such as leadership, performance skills, event management.
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning/Management and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

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

## ENVIRONMENT & SUSTAINABILITY

*(To be read in conjunction with the general guidelines)*

The Environment and Sustainability category supports:

- Community groups to undertake a range of environmentally sustainable projects which improve our natural and built environments, for example, community garden projects or the provision of essential group equipment.
- Environmental projects for waste and resource management, and recycling initiatives.
- Sustainability projects to improve energy efficiency or implement sustainable transport initiatives.
- Conservation and climate change projects such as landscape restoration and re-vegetation projects or pest, plant and animal control projects.
- The development of Environmental and Sustainability educational programs, behavioural change project, field days or workshops, development brochures, booklets and other resource materials.

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

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

### Eligibility

Successful applications/applicants will be required to:

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

Successful funding in this round does not imply ongoing funding.

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

## FACILITIES & INFRASTRUCTURE

*(To be read in conjunction with the general guidelines)*

The Facilities and Infrastructure category supports:

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

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

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

### Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to improving and developing facilities and infrastructure in Strathbogie Shire.
- Demonstrate the Community benefits of the project, for example, how will the project impact on user groups of the facility.
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning/Management and Risk Management skills.
- Provide evidence of approval from the building owner for any works to be undertaken.

Successful funding in this round does not imply ongoing funding.

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

## SMALL PROJECTS GRANTS

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

Groups are only eligible to receive this grant once per 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 & Healthy Communities
- Arts & Culture
- Environmental & Sustainability
- Facilities & Infrastructure

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

#### **Application process**

Applications are accepted all year (or until funding allocation is exhausted) from 1 July 2019.

Small Project Grants are assessed on a monthly basis.

- Applications should be received before 12 pm on the last Monday of the month
- Applications then undergo pre-eligibility checks before being forwarded to Assessors
- Applicants will be advised of the outcome by the first Monday of the month

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

#### **Eligibility**

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

**9.7.9 Coo Wee Ride Inc  
- Sponsorship Request for Six Hour Human Powered Vehicle Race in Euroa**

**Author & Department**

Manager Arts, Culture and Economy / Corporate and Community Department

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

The author of this report and officers 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 Coo Wee Ride Inc. has requested sponsorship of \$3,000 from Council for the inaugural 6 Hour Human Powered Vehicle Race event to take place on Sunday 30<sup>th</sup> June, 2019.

The funds would be used to assist with marketing and general running costs of the event. In return the following is proposed:

- Invite Council Officers and Ward Councilors to the event as appropriate
- Ensure that the following wording is incorporated in any promotional material related to the sponsored event: "Supported by Strathbogie Council".
- Ensure the Strathbogie Shire logo is visible on all marketing collateral and advertisements
- Propose to recognise the main straight for the circuit by naming it the "Strathbogie Shire Straight".

**RECOMMENDATION**

**For Council decision.**

**CRS LITTLE/MASON -**

**That Council provide sponsorship of up to \$3,000 for the event.**

65/19

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

**Background**

This will be an inaugural event bringing together and estimated 1000 participants and spectators from all over Victoria and the event is planned to become an annual event, with anticipated growth in both participants and spectators each year.

The event requires competitors to "drive" their vehicles around a yet to be approved circuit within the main streets of Euroa for a period of 6 hours.

9.7.9 Coo Wee Ride Inc  
- Sponsorship Request for Six Hour Human Powered Vehicle Race in Euroa  
(cont.)

Attached to this report is the request letter, Draft Sponsorship Application Form (still awaiting formal endorsement from Council), draft event budget and the REPLAN report of economic development for the 2019 event for Council consideration.

**Alternative Options**

The author providing advice in relation to this report has 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*

**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**

For the 2018-2019 financial year there is a \$20,000 allocation in the sponsorship budget, with \$10,000 in funding remaining unallocated to date.

**Economic Implications**

The author of this report considers that attracting this event to the Shire will have a positive economic impact in terms of increased revenue in relation to both local business and accommodation providers. It is also expected that it will entice visitors to further explore other neighbouring townships within the Shire, as well as future return visitation.

**Environmental / Amenity Implications**

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

**Community Implications**

There will be a requirement to block off some main thoroughfares within Euroa for a 7 hour period and the date and time of year were chose to specifically minimize the disruption to both local businesses and traffic flow.

9.7.9 Coo Wee Ride Inc  
- Sponsorship Request for Six Hour Human Powered Vehicle Race in Euroa  
(cont.)

**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
- Draft Online Sponsorship Application Form
- Draft Event Budget
- REMPLAN report



Coo Wee Ride Inc.  
PO Box 88, Avenel Vic 3664  
0434 533 128 cooweeride@gmail.com



19<sup>th</sup> December 2018

Mr Steve Crawcour  
Strathbogie Shire Council  
109a Binney Street,  
Euroa VIC 3666

Dear Mr Steve Crawcour,

Coo Wee Ride is a local charity supporting Veterans and Farmers suffer hardship around the country. We are a small fully volunteered organisation who are looking to run events locally to support our efforts. Since the beginning of our charity in 2017 we have used cycling as a means to raise awareness. In 2019 we are looking to expand our events and bring a different type of cycling to Euroa with a 6 hour Human Powered Vehicle race to be conducted in Binney Street on Sunday 30<sup>th</sup> June.

It is anticipated this event will attract around forty primary and secondary school teams to Euroa, consisting of a minimum of eight riders in each team.

We are writing to you to request sponsorship for this event in order to keep the costs down for our competitors but also to allow more participation from local schools. In my years of being involved in various events similar to this the growth by students in the lead up to and during this type of event is huge. We understand that grants based on the above date closed last year but were hoping we could obtain sponsorship to a similar level as what is available with the grant program. In exchange for this sponsorship we would also like to give naming rights to the shire for the main straight on Binney Street. We are thinking along the lines of Shire of Strathbogie Straight.

If you would like to discuss options for this event and how the shire can assist further I can be contacted on 0434 533 128.

Sincerely,

Leigh Feles  
Event Coordinator  
Coo Wee Ride Inc.



## Sponsorship TEST Sponsorship Application Form 2019 Application SS001 From Coo Wee Ride Incorporated

### Important Notes

\* indicates a required field

Before submitting your application you must contact a member of the Strathbogrie Shire Council Arts Culture and Economic Development Team on 1800 065 993 or by e-mail [info@strathbogrie.vic.gov.au](mailto:info@strathbogrie.vic.gov.au) to discuss your project. **If you do not, your application will be ineligible.**

Further information about the Sponsorship Grant can be found by clicking on the link to the Sponsorship Guidelines on the Sponsorship section of the Shire of Strathbogrie website. Click [here](#)

#### NEED HELP?

To access help in completing this application go to the [SmartyGrants Guide for Applicants](#)

### Disclaimer

The personal information requested on this form is collected by Strathbogrie Shire Council for the purposes of this Grant Application. Council will use this information only for that purpose or for directly related purposes.

### Before completing the application

**Name of the Council Officer you have discussed this application with \***

Libby Webster

**Have you submitted the Event Application Part A?**

Yes

No - the sponsorship application will not be considered until Part A has been submitted

**Was your group successful in receiving any funding from Council in 2018-2019? \***

Yes

No

Other - provide description below

**Other**

### Event Details

\* indicates a required field

**Organisation Name \***

Coo Wee Ride Incorporated

## Sponsorship TEST Sponsorship Application Form 2019 Application SS001 From Coo Wee Ride Incorporated

### Event Title

This question is read only.

### Short event description

This question is read only.

Provide a short description (100 words recommended) of your event - what are you out to do?

### Start Date

This question is read only.

Event cannot commence until after the application is approved

### End Date

This question is read only.

### Indicate which Council's plan, community or other strategic documents your event aligns with? \*

- Strathbogie Shire Council Plan 2017-2021
- Strathbogie Shire Council Liveability Plan 2017-2021
- A Community Plan developed by the Community Planning Reference Group in your community
- No alignment
- Other:

### Please specify how your event relates to a strategic goal in the above plans.

The event encompasses both enhancing Education Opportunities and enhancing Tourism, Arts and Culture Opportunities. This event is aimed at primary and secondary school children but also involves bringing in excess of 400 competitors and more than 500 support personnel. This event is not only about riding a recumbent bike around the streets of Euroa for six hours but it also about students expanding their knowledge in areas of sciences and mathematics. There is the potential to grow this event each year with our modelling based on the very successful Energy Breakthrough held in Maryborough Victoria for the past 26 years.

## Partnership

\* indicates a required field

### Will you be partnering with other groups/individuals in this event? \*

- Yes
- No

A partner is someone who is contributing to the event, either by financial means or by in-kind. Letters from partners to verify their contribution are required.

### Letters of support

You may also include letters of support, however these are **not** considered a partnership if there is no financial or in-kind contribution from them to the event.

## Sponsorship TEST Sponsorship Application Form 2019 Application SS001 From Coo Wee Ride Incorporated

**Please attach letters of support where applicable**

*No files have been uploaded*

### Eligibility Criteria

\* indicates a required field

### How does your event meet the eligibility criteria of Sponsorship Funding?

Applications are sought for events 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.
4. Increase economic development, tourism and the visitor economy.

Refer to the Sponsorship Guidelines for further information.

### Describe how your event contributes to developing capacity to and adds benefit to community and local businesses? \*

This initial event will bring in around 1000 people to Euroa from all over Victoria. The competitors and their supporters will be in Euroa for a minimum of 8 hours, 6 for the race and 2 hours for associated activities before and after the race. This event is planned to be conducted on a yearly basis and we plan to grow it each year.

Must be no more than 100 words.

### Describe how your event has the ability to provide economic benefit to local businesses. \*

With the number of people this event will bring to the town for an extended period we believe the economic benefit will be significant. We intend to survey competitors after to the event to get an indication of money spent in the town during their stay. We also envisage some competitors will remain in the town overnight either the night before the event or the evening after the event.

Must be no more than 100 words.

### Recognition of Partners

**Strathbogie Shire Council expects all successful applicants to formally recognise Council if funding is provided.**

**At a minimum the following must be undertaken (please indicate your agreement): \***

- Invite Council Officers and Ward Councillor/s to the event as appropriate
- The following wording must be incorporated in any promotional material related to the sponsored event: "Supported by Strathbogie Shire Council"
- The Strathbogie Shire Council logo must be visible on all marketing collateral and advertisements
- The event must be listed with the Australian Tourism Data Warehouse (ATDW)

## Sponsorship TEST Sponsorship Application Form 2019 Application SS001 From Coo Wee Ride Incorporated

**Briefly outline any additional plans to recognise Council as sponsor of your event.**

\*

We plan to recognise the main straight for the circuit to named "Strathbogie Shire Council Straight".

Must be no more than 150 words.

### Bank Details

\* indicates a required field

#### Bank Account \*

Account Name: Coo Wee Ride Inc

BSB Number: 063545

Account Number: 10387442

Must be a valid Australian bank account format.

**Please attach your group's most recent bank statements. \***

Filename: Event Budget Summary 2019.pdf

File size: 57.4 kB

**If funds in these accounts are already committed to other expenses, please provide details \***

No funds currently in account for this event.

Must be no more than 150 words.

**If you have sufficient uncommitted funds for the event please detail why you are applying for sponsorship funds. \***

Not applicable

### Project Budget

\* indicates a required field

**Total Amount you are requesting \***

\$3,000

What is the total financial support you are requesting in this application?

#### Budget

Income	\$	Expenditure	\$
Entry Fees	\$6,000.00	Event Running Costs	\$7,900.00
Sponsorship	\$3,000.00	First Aid	\$1,100.00
N/A	\$0.00	N/A	\$0.00

## Sponsorship TEST Sponsorship Application Form 2019 Application SS001 From Coe Wee Ride Incorporated

N/A	\$0.00	N/A	\$0.00
-----	--------	-----	--------

### Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$9,000.00 This number/amount is calculated.	\$9,000.00 This number/amount is calculated.	\$0.00 This number/amount is calculated.

### Checklist

\* indicates a required field

#### Have you?

Please check the boxes that are applicable.

- \*  Completed Event Application Part A
- Discussed application with Arts, Culture and Economy Team?
- Attached a copy of your most recent bank statement
- Other:

### Other Information

**If you need to upload any other documentation that is relevant to your application, you may do so here**  
*No files have been uploaded*

### Authorisation

\* indicates a required field

- I certify that to the best of my knowledge the statements made in this application are true.
- I understand that if the Council approves the application for sponsorship, I will be required to accept the conditions of the funding in accordance with the Council audit requirements.
- I consent to the information contained within this application being disclosed to or by the Council for the purpose of assessing, administering and monitoring my current and any future Council funding applications.
- I understand that if the Council approves the application for sponsorship, I will be bound by the contents of my application to carry out my event as I have described and my application will form part of my contractual agreement with the Council.



**Sponsorship TEST**  
**Sponsorship Application Form 2019**  
**Application SS001 From Coo Wee Ride Incorporated**

**I agree to the above conditions \***

- Yes

**Please fill in details of your Chair or President of your organisation below as a sign they endorse this application.**

**Name \***

Leigh Eeles

**Position \***

Event Manager

**Date \***

04/02/2019

Must be a date

### Feedback

**Please indicate how you found the online application process.**

- Very easy
- Easy
- Neutral
- Difficult
- Very Difficult

**Please provide us with your suggestions for improvement to the process or the form that you think we need to consider.**

## 2019 Euroa Six Hour - Event Budget

Budget Summary		Summary of Expenses	
Total Expenses		Budgeted Expenses	Actual Expenses
\$0.00		Venue	\$1,200
		Event	\$2,250
<b>Total Actual Income</b>		Circuit	\$550
\$0.00		Volunteers	\$400
Balance		First Aid	\$1,100
\$0.00		Event Documentation	\$0
		Registrations	\$1,150
<b>Total Budgeted Expenses</b>		Communications	\$0
\$9,000.00		Marketing/Advertising	\$0
<b>Total Estimated Income</b>		Logistics	\$1,350
\$11,000.00		Other	\$0
		<b>Total</b>	<b>\$8,000</b>
			<b>\$0</b>

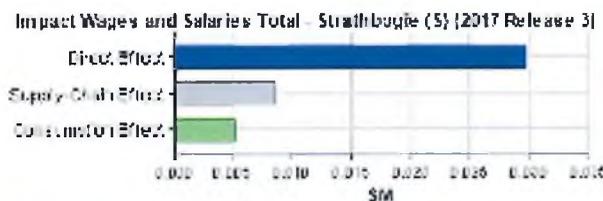
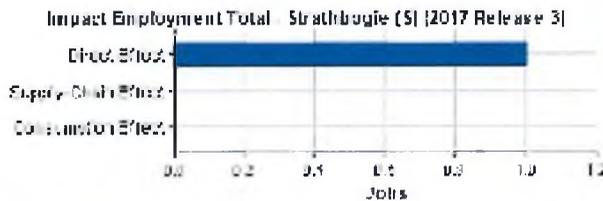
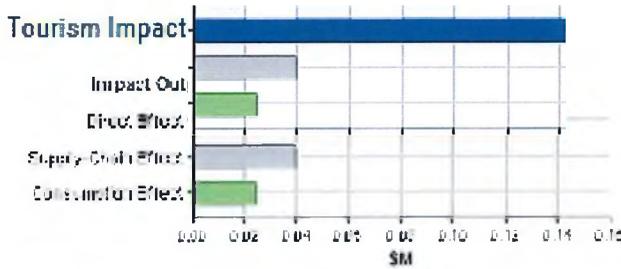


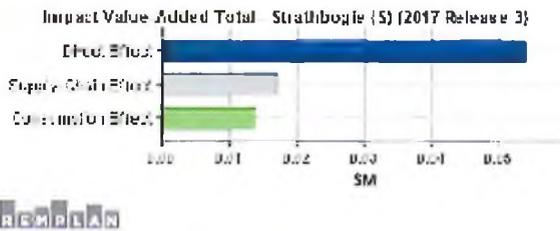
## Tourism Impact Summary Report for Strathbogie (S) (Tourism Activity: 1 days)

### Tourism Impact Scenario

Name: **Coo Wee Ride Inc**  
 Duration: **1 days**

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	1,000	500	0	1,500
Number of Nights	n/a	1.00	0.00	
Estimated Expenditure per Visitor (\$)	\$87	\$109	\$0	
Total Estimated Expenditure (\$)	\$87,000	\$54,500	\$0	\$141,500





Under this scenario Gross Regional Product is estimated to increase by \$0.084 million ( 0.02%) to \$496.875 million. Contributing to this is a direct increase in output of \$0.142 million, 1 additional job, \$0.030 million more in wages and salaries and a boost in value-added of \$0.054 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$0.039 million, 0 more jobs, \$0.009 million more paid in wages and salaries, and a gain of \$0.017 million in terms of value-added.

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

Impact	Type 1 Multipliers
Output	1.278
Employment	1.000
Wages and Salaries	1.289
Value-added	1.316

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$0.024 million, employment by 0 jobs, wages and salaries by \$0.005 million, and value-added by \$0.014 million.

Under this scenario, total output is expected to rise by \$0.205 million. Corresponding to this are anticipated increases in employment of 1 job, \$0.043 million wages and salaries, and \$0.084 million in terms of value-added.

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

Impact	Type 2 Multipliers
Output	1.448
Employment	1.000
Wages and Salaries	1.463
Value-added	1.572

**Tourism Impact Summary (Tourism Activity: 1 days)**

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$0.142	\$0.039	\$0.024	\$0.205	1.278	1.448
Long Term Employment (Jobs)	1	0	0	1	1.000	1.000
Wages and Salaries (\$M)	\$0.030	\$0.009	\$0.005	\$0.043	1.289	1.463
Value-added (\$M)	\$0.054	\$0.017	\$0.014	\$0.084	1.316	1.572



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## Disclaimer

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

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

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

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A handwritten signature in black ink, consisting of a stylized, cursive script.

### **9.7.10 Mid-Year Budget Review 2018/2019**

#### **Author / Department**

Group Manager, Corporate and Community / Corporate and Community Department

#### **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 Mid-Year Review compares a revised YTD Forecast to adopted Budget for 2018/19, and shows an improvement of \$1,517,400 in the expected cash position, plus movement in Non-Current assets of \$3,019,000.

Major reasons for the variation are:

#### Positive

- Grant funding achieved but not budgeted
- Adjustment of timing of cash flows for flood recovery
- Savings in tendering of road rehabilitation and reseals

#### Negative

- Carried forward funds from grants to be spent in 2018/19
- Lining up expenditure on projects with income achieved

In relation to the current year, the forecasted operating surplus at the end of the period ending 30 June 2019 is \$4,276,000.

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

As at 30 June 2019, total capital works are expected to be will be \$18,324,000 including committed works.

#### **RECOMMENDATION**

**That the Mid-Year Review for the period ended 30 June 2019 be noted.**

*66/19 CRS BOWER/WILLIAMS : That the Recommendation be adopted.*

**CARRIED**

#### **Background**

The 2018/19 Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on 26 June 2018.

#### 9.7.10 Mid-Year Budget Review 2018/2019 (cont.)

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 2018/19 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 2019.

#### **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

#### **Consultation**

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



9.7.10 Mid-Year Budget Review 2018/2019 (cont.)

**Attachments**

- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works Statement
- Mid-Year Budget Summary



## Mid Year Review 2018/19

### Comprehensive Income Statement For the year ending 30 June 2019

	Budget	MYR	MYR
	2018/19	2018/19	Variance
	\$'000	\$'000	to Budget
			2018/19
			\$'000
<b>Income</b>			
Rates and charges	19,093	19,093	0
Statutory fees and fines	429	494	65
User fees	818	818	0
Grants - Operating	3,255	3,638	383
Grants - Capital	2,773	7,385	4,612
Contributions - monetary	270	320	50
Contributions - non-monetary	0	0	0
Share of net profits/(losses) of associates and joint ventures	0	0	0
Other income	845	845	0
<b>Total income</b>	<b>27,483</b>	<b>32,593</b>	<b>5,110</b>
<b>Expenses</b>			
Employee costs	9,455	9,735	(280)
Materials and services	12,158	12,451	(293)
Bad and doubtful debts	-	-	-
Depreciation and amortisation	5,301	5,301	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	500	500	-
Borrowing costs	35	35	-
Other expenses	295	295	-
<b>Total expenses</b>	<b>27,744</b>	<b>28,317</b>	<b>(573)</b>
<b>Surplus/(deficit) for the year</b>	<b>(261)</b>	<b>4,276</b>	<b>4,537</b>
<b>Other comprehensive income</b>			
<b>Items that will not be reclassified to surplus or deficit in future periods</b>			
Net asset revaluation increment /(decrement)	-	-	-
<b>Total comprehensive result</b>	<b>(261)</b>	<b>4,276</b>	<b>4,537</b>

## Mid Year Review 2018/19

### Balance Sheet

For the year ending 30 June 2019

	Budget	MYR	MYR
	2018/19	2018/19	Variance
	\$'000	\$'000	to Budget
			2018/19
			\$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	5,836	7,353	1,517
Trade and other receivables	2,169	2,169	0
Other financial assets	0	0	0
Inventories	5	5	0
Non-current assets classified as held for sale	0	0	0
Other assets	113	113	0
<b>Total current assets</b>	<b>8,123</b>	<b>9,640</b>	<b>1,517</b>
<b>Non-current assets</b>			
Other financial assets	2	2	0
Investments in associates, joint arrangement and subsidiaries	242	242	0
Property, infrastructure, plant & equipment	296,767	299,786	3,019
<b>Total non-current assets</b>	<b>297,011</b>	<b>300,030</b>	<b>3,019</b>
<b>Total assets</b>	<b>305,134</b>	<b>309,671</b>	<b>4,537</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	2,523	2,523	0
Trust funds and deposits	400	400	0
Provisions	3,145	3,145	0
Interest-bearing liabilities	86	86	0
<b>Total current liabilities</b>	<b>6,154</b>	<b>6,154</b>	<b>0</b>
<b>Non-current liabilities</b>			
Provisions	1,159	1,159	0
Trust funds and deposits	68	68	0
Interest-bearing liabilities	282	282	0
<b>Total non-current liabilities</b>	<b>1,509</b>	<b>1,509</b>	<b>0</b>
<b>Total liabilities</b>	<b>7,663</b>	<b>7,663</b>	<b>0</b>
<b>Net assets</b>	<b>297,471</b>	<b>302,008</b>	<b>4,537</b>
<b>Equity</b>			
Accumulated surplus	88,167	92,704	4,537
Reserves	209,304	209,304	0
<b>Total equity</b>	<b>297,471</b>	<b>302,008</b>	<b>4,537</b>

## Mid Year Review 2018/19

### Statement of Cash Flows

For the year ending 30 June 2019

	Budget	MYR	MYR
	2018/19	2018/19	Variance
	\$'000	\$'000	to Budget
	Inflows	Inflows	2018/19
	(Outflows)	(Outflows)	\$'000
<b>Cash flows from operating activities</b>			
Rates and charges	19,093	19,093	0
Statutory fees and fines	429	494	65
User fees	818	818	0
Grants - operating	3,255	3,562	307
Grants - capital	2,773	7,461	4,688
Contributions - monetary	270	320	50
interest received	234	234	0
Other receipts	611	611	0
Employee costs	(9,455)	(9,735)	(280)
Materials and services	(12,178)	(12,471)	(293)
Trust funds and deposits repaid	-	-	0
Other payments	(295)	(295)	0
<b>Net cash provided by/(used in) operating activities</b>	<b>5,555</b>	<b>10,092</b>	<b>4,537</b>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment	(15,439)	(18,324)	(2,885)
Proceeds from sale of property, infrastructure, plant and equipment	1,152	1,017	(135)
<b>Net cash provided by/ (used in) investing activities</b>	<b>(14,287)</b>	<b>(17,307)</b>	<b>(3,019)</b>
<b>Cash flows from financing activities</b>			
Finance costs	(35)	(35)	0
Repayment of borrowings	(137)	(137)	0
<b>Net cash provided by/(used in) financing activities</b>	<b>(172)</b>	<b>(172)</b>	<b>0</b>
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>	<b>(8,904)</b>	<b>(7,387)</b>	<b>1,517</b>
Cash and cash equivalents at the beginning of the financial year	14,740	14,740	0
<b>Cash and cash equivalents at the end of the financial year</b>	<b>5,836</b>	<b>7,353</b>	<b>1,517</b>

## Mid Year Review 2018/19

### Statement of Capital Works For the year ending 30 June 2019

	Budget	MYR	MYR
	2018/19	2018/19	Variance
	\$'000	\$'000	to Budget
			2018/19
			\$'000
<b>Property</b>			
Buildings	2,227	2,211	16
<b>Total buildings</b>	<b>2,227</b>	<b>2,211</b>	<b>16</b>
<b>Total property</b>	<b>2,227</b>	<b>2,211</b>	<b>16</b>
<b>Plant and equipment</b>			
Plant, machinery and equipment	1,066	990	76
Fixtures, fittings and furniture	545	545	0
<b>Total plant and equipment</b>	<b>1,611</b>	<b>1,535</b>	<b>76</b>
<b>Infrastructure</b>			
Roads	6,050	8,712	(2,662)
Bridges	2,122	2,352	(230)
Footpaths and cycleways	427	427	0
Drainage	1,750	1,790	(40)
Recreational, leisure and community facilities	-	-	0
Other infrastructure	1,252	1,296	(44)
<b>Total infrastructure</b>	<b>11,601</b>	<b>14,577</b>	<b>(2,976)</b>
<b>Total capital works expenditure</b>	<b>15,439</b>	<b>18,324</b>	<b>(2,885)</b>
<b>Represented by:</b>			
New asset expenditure	2,949	2,903	46
Asset renewal expenditure	8,668	11,599	(2,931)
Asset expansion expenditure	725	725	0
Asset upgrade expenditure	3,097	3,097	0
<b>Total capital works expenditure</b>	<b>15,439</b>	<b>18,324</b>	<b>(2,885)</b>
<b>Funding sources represented by:</b>			
Grants	4,800	8,426	(3,626)
Contributions	101	136	(35)
Council cash	10,538	9,761	777
Borrowings	-	-	0
<b>Total capital works expenditure</b>	<b>15,439</b>	<b>18,324</b>	<b>(2,885)</b>

MID YEAR REVIEW 2018/19	CASH GAIN	CASH LOSS	NET CASH GAIN(LOSS)	ADJUST MYR	NEW ACCOUNT
<b>Operating</b>					
Grants Commission - General Purpose Grant	54,000	-	54,000	Yes	No
Supported play group	-	34,900	34,900	Yes	No
Free From Violence project	77,700	-	77,700	Yes	Yes
Spend Free from Violence	-	77,700	77,700	Yes	Yes
Dog Off leash area additional funding	-	2,500	2,500	Yes	Yes
VT Occasional Care temporary support	500,000	4,000	496,000	Yes	No
State Road funding	100,000	-	100,000	Yes	No
Friendlies Bridge grant	-	12,000	12,000	Yes	No
Chinamans bridge - old historic bridge	-	6,400	6,400	Yes	No
Smarty Grants	225,000	-	225,000	Yes	No
Transfer cost from Materials	-	225,000	225,000	Yes	No
Transfer costs to employees	-	95,900	95,900	Yes	No
GYCRA carry over	-	-	-	No	No
CEO recruitment costs CM 18/12	-	18,000	18,000	Yes	Yes
Software modifications/consultancy	20,000	-	20,000	Yes	No
Avenel Skate/Cricket Nets/Netball Courts	14,500	-	14,500	Yes	No
School Crossings	-	2,000	2,000	Yes	No
Southern Aurora event grant	50,000	-	50,000	Yes	Yes
Southern Aurora capital grant	100,000	-	100,000	Yes	Yes
Southern Aurora ARTC contribution	15,000	-	15,000	Yes	Yes
Southern Aurora Capital spend (operating exp - Victrack land)	-	115,000	115,000	Yes	Yes
Southern Aurora Capital spend (operating exp - Victrack land)	-	50,000	50,000	Yes	Yes
Southern Aurora event spend	-	50,000	50,000	Yes	Yes
Council legal expenses	29,900	40,000	10,100	Yes	No
Annual valuation funding	45,000	-	45,000	Yes	No
Subdivision Fees	20,000	-	20,000	Yes	No
Building Fees	25,000	-	25,000	Yes	No
Additional M&CH funding	46,400	-	46,400	Yes	No
Sustainability Grants - LGES audit & Carbon crunching	-	46,400	46,400	Yes	No
Sustainability Grants - LGES audit & Carbon crunching	-	18,300	18,300	Yes	No
Engage Youth Program 2017/18 CFWD per DR email 17.1.19	-	75,900	75,900	Yes	No
Adjust Roads to Recovery claim 2018/19	4,088,200	-	4,088,200	Yes	No
Flood December 2017	5,430,700	874,000	4,556,700	Yes	No
<b>Capital</b>					
Southern Aurora Capital spend (operating exp - Victrack land)	-	(50,000)	(50,000)	Yes	No
Violet Town Toilet block	-	30,000	30,000	Yes	No
Road Rehabilitation - Council 16/10/18	361,000	-	361,000	Yes	No
Road Resalls - Council 16/10/18	503,000	-	503,000	Yes	No
Friendlies Bridge expense	-	200,000	200,000	Yes	No
Strathboogie Picnic Shelter	-	4,000	4,000	Yes	Yes
Faithfuls Creek and Moormbool Road Bridge CM 18/12	-	-	-	No	No
Ankers Rd bridge redeck CM 18/12	-	30,000	30,000	Yes	No
Atkins Street Drainage	-	40,000	40,000	Yes	No
Avenel Skate/Cricket Nets/Netball Courts	-	35,000	35,000	Yes	No
Habel Road top up acquisition cost. Nazambie retention dam	-	9,000	9,000	Yes	No
Plant purchases	75,700	-	75,700	Yes	No
Flood December 2017	939,700	5,526,200	3,824,200	Yes	No
<b>Cashflow</b>					
Sale of land	-	134,800	(134,800)		
Deferred to 2019/20 Budget					
<b>Total MYR Adjustments</b>	<b>6,350,400</b>	<b>4,833,000</b>	<b>1,517,400</b>		

### **9.7.11 Business Management System**

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

- Building Department – October, November, December 2018 and January 2019 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - December 2018 and January 2019
- Confirm Customer Enquiry Flow – Report for December 2018 and January 2019
- Waste Management Reporting ~ Year to Date - December 2018 and January 2019
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 31 January 2019
- Review of Council Policies and Adoption of new Policies – December 2018 - January 2019
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

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

#### **RECOMMENDATION**

**That the report be noted.**

*67/19 CRS LITTLE/WILLIAMS : That the Recommendation be adopted.*

**CARRIED**

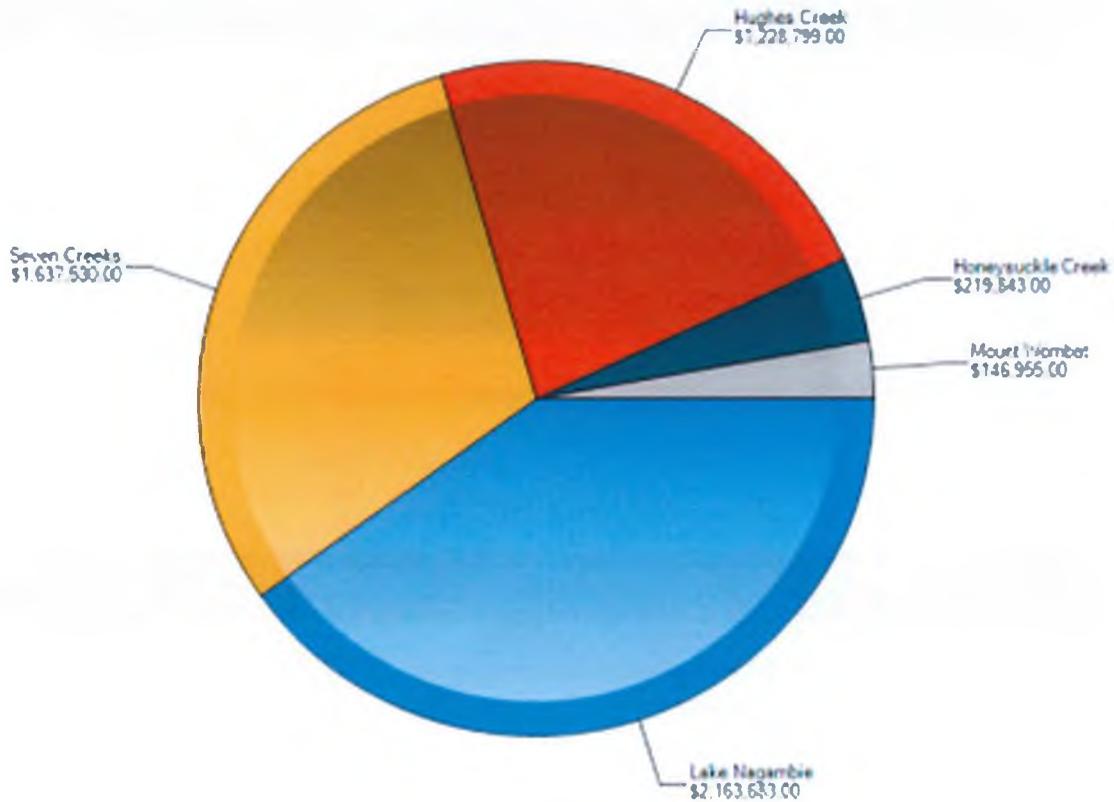
**BUILDING ACTIVITY**

**OCTOBER TO DECEMBER 2018 AND JANUARY 2019**

**FINAL QUARTER (OCTOBER - DECEMBER 2018)**

85 permits, with a works value of \$13,742,042, were lodged with Council in the final quarter of 2018 (October to December). October and November had above-average lodgements, 30 and 36 respectively, but December was relatively quiet with only 19 permits lodged. The totals for the final quarter were similar to the final quarter of 2017; however total figures for 2018 show a substantial increase in building activity from the previous three years.

**OCTOBER 2018**



**Honeysuckle Creek**

**October**

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20182802/0	6/09/2018	Construction of	Shed	Violet Town	\$19,843.00
20182830/0	5/10/2018	Construction of	2 Units, Dwelling	Tamleugh	\$200,000.00

## Hughes Creek

October

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180420/0	8/10/2018	Construction of	Shed	Avenel	\$8,000.00
20180422/0	9/10/2018	Construction of	Verandah, Patio	Avenel	\$46,395.00
20180649/0	16/10/2018	Construction of	Dwelling & Garage	Avenel	\$238,068.00
20182278/0	29/10/2018	Additions to	Fire Station	Locksley	\$118,888.00
20182803/0	3/10/2018	Construction of	Garage & Storage Shed	Avenel	\$15,300.00
20182836/0	12/10/2018	Construction of	Dwelling & Garage	Avenel	\$400,000.00
20182841/0	29/10/2018	Construction of	Dwelling & Garage	Avenel	\$387,499.00
20183713/0	30/10/2018	Construction of	Shed	Locksley	\$14,649.00

## Lake Nagambie

October

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180093/0	4/10/2018	Construction of	Dwelling & Garage	Nagambie	\$236,950.00
20180123/0	11/10/2018	Alterations & Additions to	School	Nagambie	\$525,698.00
20180170/0	10/10/2018	Construction of	Garage	Nagambie	\$31,000.00
20180179/0	16/10/2018	Construction of	Dwelling	Nagambie	\$280,000.00
20180667/0	22/10/2018	Construction of	Dwelling & Garage	Nagambie	\$397,262.00
20180819/0	10/10/2018	Re-erection of	Dwelling	Arcadia South	\$48,500.00
20182137/0	10/10/2018	Construction of	Dwelling & Garage	Goulburn Weir	\$306,000.00
20182261/0	24/10/2018	Construction of	Dwelling & Garage	Nagambie	\$221,708.00
20182835/0	12/10/2018	Construction of	2 x Dwellings, Farm Shed	Tabilk	\$78,400.00
20183611/0	9/10/2018	Construction of	Swimming Pool	Nagambie	\$38,165.00

## Mount Wombat

October

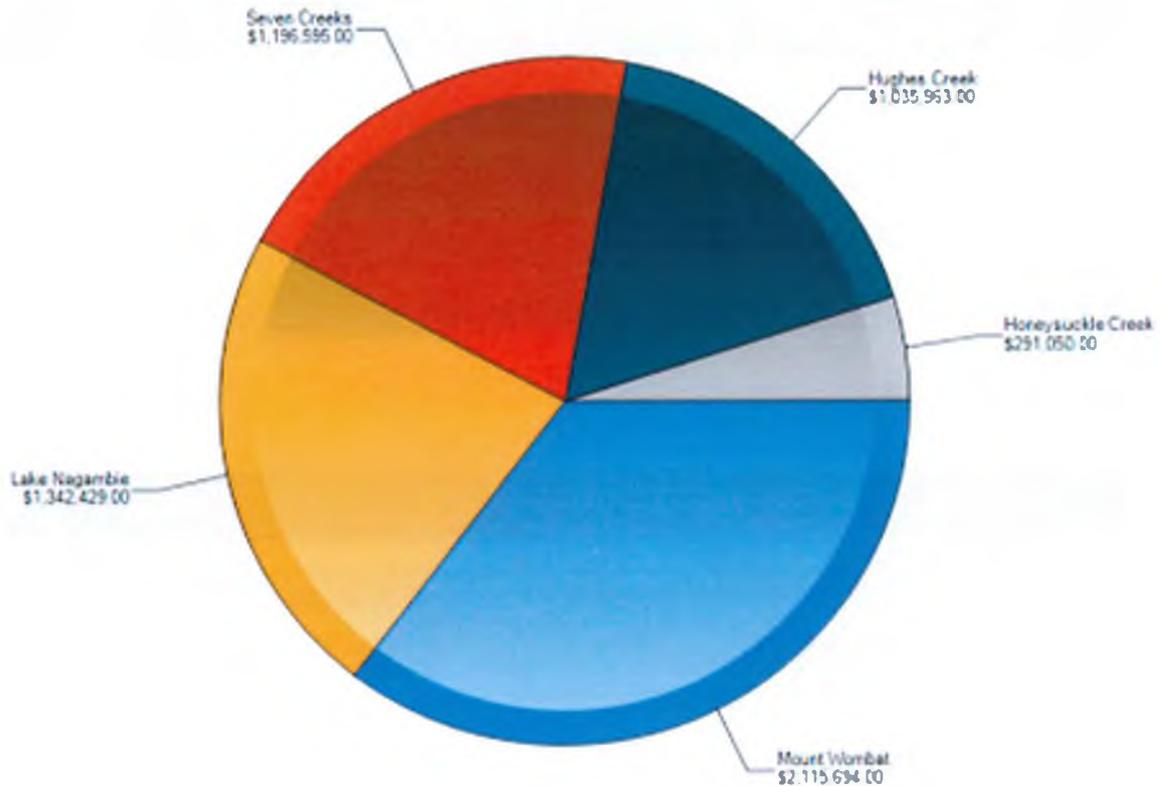
Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180860/0	29/10/2018	Completion of	Dwelling	Gooram	\$40,000.00
20182851/0	24/10/2018	Construction of	Shed	Longwood East	\$49,000.00
20183641/0	25/10/2018	Construction of	Swimming Pool	Creightons Creek	\$57,955.00

## Seven Creeks

October

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180093/0	21/09/2018	Restump of	Dwelling	Euroa	\$7,000.00
20180117/0	17/10/2018	Construction of	Shed	Euroa	\$61,238.00
20180128/0	24/10/2018	Alterations & Additions to	School	Euroa	\$1,495,924.00
20180282/0	18/09/2018	Removal of	Dependant Persons Unit	Euroa	\$9,998.00
20180425/0	10/09/2018	Construction of	Basketball Ring	Euroa	\$15,000.00
20180738/0	12/10/2018	Construction of	Verandah	Euroa	\$22,300.00
20182242/0	20/10/2018	Construction of	Patio	Euroa	\$26,070.00

**NOVEMBER 2018**



**Honeysuckle Creek**

November

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180105/0	15/11/2018	Construction of	Shed	Violet Town	\$55,000.00
20182814/0	19/10/2018	Restump of	Dwelling	Violet Town	\$14,000.00
20182856/0	29/10/2018	Construction of	Swimming Pool	Earlston	\$38,550.00
20183682/0	16/11/2018	Construction of	Dwelling	Violet Town	\$148,000.00
20183758/0	28/11/2018	Construction of	Swimming Pool	Earlston	\$35,500.00

**Hughes Creek**

November

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180632/0	12/10/2018	Construction of	Shed	Avenel	\$11,000.00
20180746/0	12/10/2018	Repairs to	Roof	Longwood	\$3,850.00
20180750/0	26/11/2018	Construction of	Dwelling & Garage	Avenel	\$262,718.00
20182579/0	20/03/2018	Construction of	Dwelling & Garage	Longwood	\$552,408.00
20182849/0	24/10/2018	Construction of	Farm Shed	Longwood	\$35,000.00
20182850/0	7/11/2018	Construction of	Shed	Avenel	\$11,005.00
20182860/0	7/11/2018	Construction of	Stables	Avenel	\$145,000.00
20182866/0	9/11/2018	Construction of	Shed	Avenel	\$5,482.00
20182882/0	23/11/2018	Construction of	Shed	Avenel	\$9,500.00

## Lake Nagambie

November

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180046/2	27/11/2018	Completion of	Motel, Swimming Pool	Nagambie	\$200,000.00
20180115-0	19/11/2018	Construction of	Dwelling & Garage	Nagambie	\$304,930.00
20180534/0	21/11/2018	Construction of	Shed	Nagambie	\$15,659.00
20180940/0	27/11/2018	Completion of	Dwelling	Arcadia South	\$16,000.00
20182497/0	23/11/2018	Construction of	Dwelling & Garage	Nagambie	\$270,240.00
20182792/0	29/10/2018	Construction of	2 Units, Shed	Nagambie	\$29,100.00
20182852/0	23/10/2018	Construction of	Shed	Nagambie	\$6,500.00
20182854/0	29/10/2018	Construction of	Hay Shed, Barn	Mitchellstown	\$500,000.00

## Mount Wombat

November

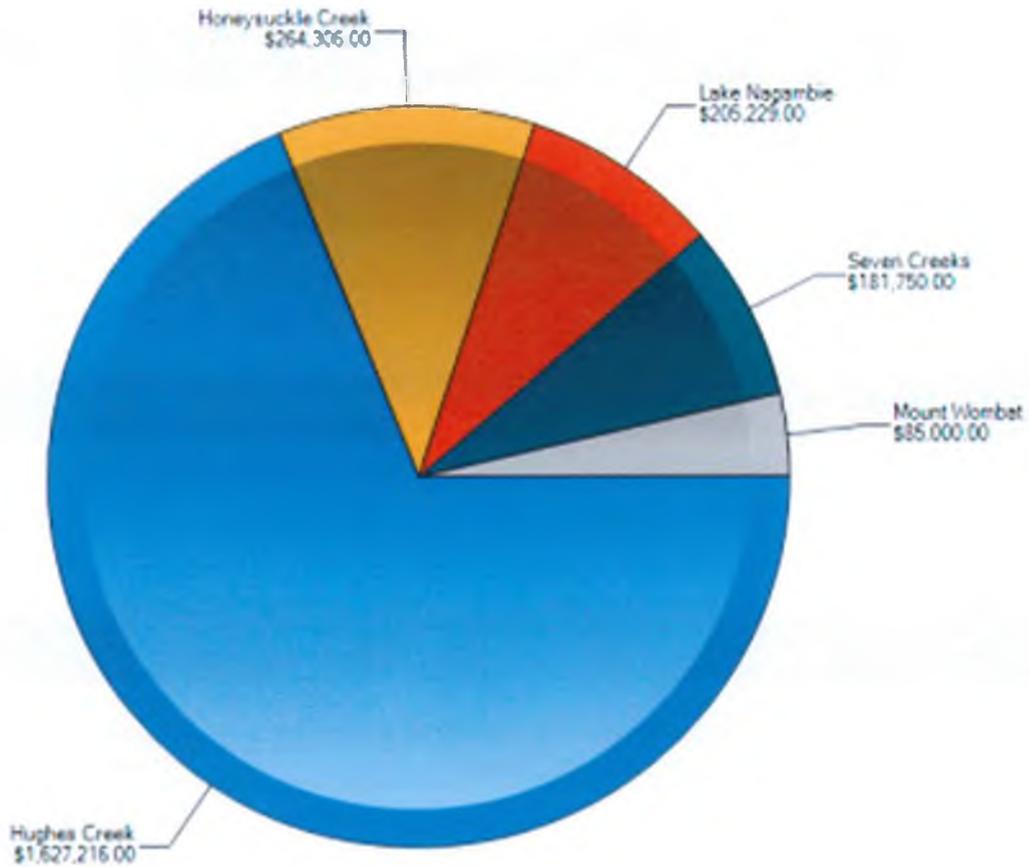
Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172636/0	18/10/2017	Construction of	Dwelling	Gooram	\$1,707,110.00
20182597/0	27/10/2018	Extension to	Shed	Ruffy	\$15,500.00
20182827/0	5/11/2018	Construction of	Dwelling & Carport	Ruffy	\$336,464.00
20182855/0	29/10/2018	Construction of	Farm Shed	Kithbrook	\$40,820.00
20182877/0	14/11/2018	Construction of	Garage	Strathbogie	\$15,800.00

## Seven Creeks

November

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180101/0	28/10/2018	Alterations & Additions to	Dwelling	Euroa	\$148,900.00
20180116-0	19/11/2018	Construction of	Dwelling & Garage	Euroa	\$318,704.00
20180731/0	16/11/2018	Alteration to, Construction of	Dwelling, Verandah & Deck	Euroa	\$30,000.00
20182402/0	13/11/2018	Construction of	Dwelling & Garage	Euroa	\$318,789.00
20182858/0	12/11/2018	Restump of	Dwelling	Euroa	\$8,000.00
20182876/0	9/11/2018	Restump of	Dwelling	Euroa	\$9,890.00
20182880/0	20/11/2018	Construction of	Carport	Euroa	\$6,050.00
20183683/0	13/11/2018	Construction of	Dwelling	Euroa	\$315,217.00
20183731/0	27/11/2018	Construction of	Swimming Pool	Euroa	\$41,045.00

**DECEMBER 2018**



**Honeysuckle Creek**

December

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180118/0	16/12/2018	Relocation of	Dwelling	Violet Town	\$14,500.00
20180596/0	13/12/2018	Construction of	Shed x2	Earlston	\$34,806.00
20180809/0	29/11/2018	Construction of	Dwelling & Deck	Baddaginnie	\$215,000.00

**Hughes Creek**

December

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
201800859	6/12/2018	Construction of	Dwelling & Carport	Avenel	\$230,000.00
20180116/0	14/12/2018	Alterations & Additions to	Pre-School	Avenel	\$566,200.00
20180571/0	6/12/2018	Construction of	Shed	Avenel	\$98,021.00
20182883/0	3/12/2018	Extension to	Fire Station	Avenel	\$293,054.00
20182897/0	6/12/2018	Construction of	Garage	Avenel	\$28,000.00
20182899/0	5/12/2018	Construction of	Garage	Avenel	\$9,700.00
20182901/0	11/12/2018	Construction of	Dwelling & Garage, Shed	Avenel	\$348,000.00
20182915/0	19/12/2018	Construction of	Shed	Avenel	\$54,241.00

## Lake Nagambie

December

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180759/0	30/11/2018	Construction of	Shed	Nagambie	\$15,229.00
20180963/0	7/12/2018	Construction of	Verandah	Nagambie	\$22,000.00
20182891/0	26/11/2018	Construction of	Kennels	Tabilk	\$150,000.00
20182909/0	17/12/2018	Construction of	Farm Shed	Mangalore	\$18,000.00

## Mount Wombat

December

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20182878/0	26/11/2018	Construction of	Farm Shed	Gooram	\$85,000.00

## Seven Creeks

December

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180114/0	12/12/2018	Alteration to	Maternal & Child Health centre	Euroa	\$129,940.00
20182513/0	12/11/2018	Demolition of	Dwelling, Shed	Euroa	\$44,000.00
20182648/0	14/12/2018	Construction of	Carport	Euroa	\$7,810.00

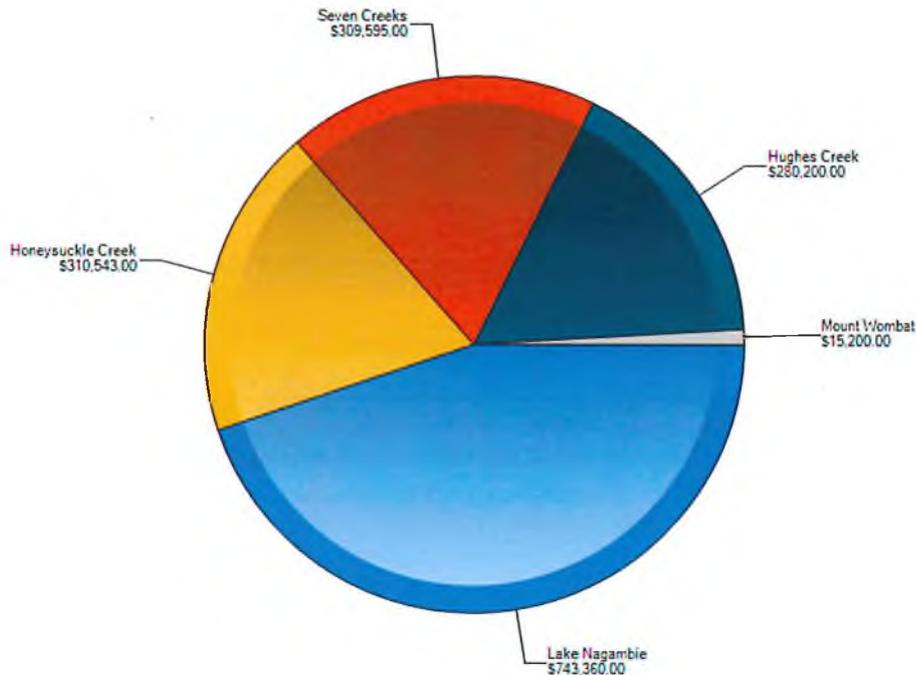


## Building Activity for 2018

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	31	\$2,067,790.00	2.58	172315.83	66702.90
Hughes Creek	62	\$10,131,211.50	5.17	844267.62	163406.64
Lake Nagambie	99	\$18,109,339.00	8.25	1509111.58	182922.61
Mount Wombat	40	\$5,615,081.00	3.33	468006.75	140377.02
Seven Creeks	74	\$9,859,619.00	6.17	218634.91	133238.09
<b>Total</b>	<b>306</b>	<b>\$45,783,040.50</b>	<b>25.5</b>	<b>\$3,815,253.37</b>	<b>\$14,9617.78</b>

## JANUARY 2019

16 permits, with a works value of \$1,658,898, were lodged with Council in the first month of 2019. The number of lodgements is slightly less than December 2018 and reflects a general pattern of reduced activity over the summer period. The majority of works are for low-cost domestic works, along with a small number of proposed dwellings.



### Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20180119/0	29/12/2018	Construction of	Shelter	Violet Town	\$16,000.00
20190031/0	10/01/2019	Construction of	Dwelling & Garage	Earlston	\$182,223.00
20190638/0	17/01/2019	Construction of	Shed	Upotipotpon	\$12,320.00
20192922/0	4/01/2019	Construction of	Farm Shed	Tamleugh	\$20,000.00
20192923/0	4/01/2019	Additions to	Dwelling	Tamleugh	\$80,000.00

### Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20190107/0	23/01/2019	Construction of	Dwelling & Carport	Avenel	\$265,000.00
20192933/0	14/01/2019	Construction of	Garage	Longwood	\$15,200.00

### Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20172376/2	17/12/2018	Construction of	Information Centre	Nagambie	\$80,000.00
20180191/0	4/12/2018	Construction of	Dwelling	Nagambie	\$280,000.00
20182674/0	28/05/2018	Construction of	Farm Shed	Tabilk	\$15,000.00
20182902/0	3/01/2019	Construction of	Shed	Nagambie	\$38,360.00
20182921/0		Extension to	Shed	Nagambie	\$20,000.00
20190003/0	19/01/2019	Construction of	Dwelling	Nagambie	\$310,000.00

### Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20182895/0	21/12/2018	Construction of	Farm Shed	Kelvin View	\$15,200.00

### Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20190002/0	8/01/2019	Construction of	Dwelling & Garage	Euroa	\$294,195.00
20192940/0	22/01/2019	Construction of	Shed	Euroa	\$15,400.00

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

**DECEMBER 2018 AND JANUARY 2019**

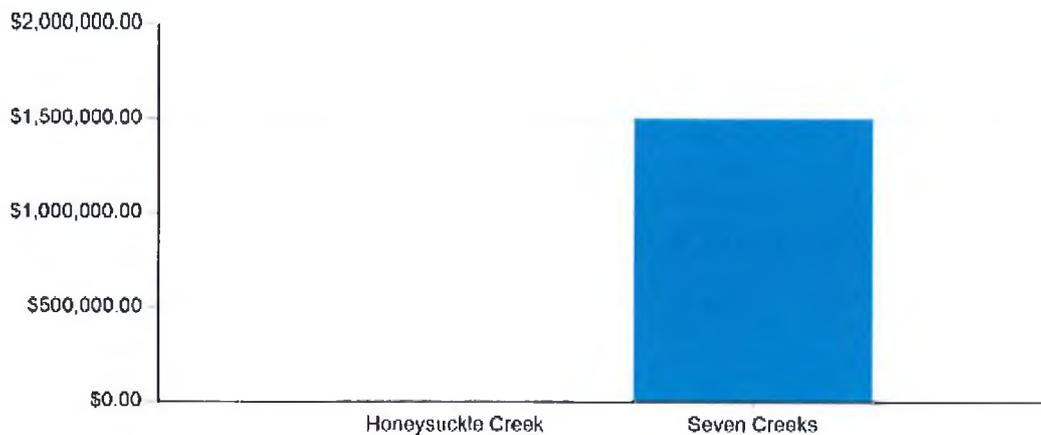
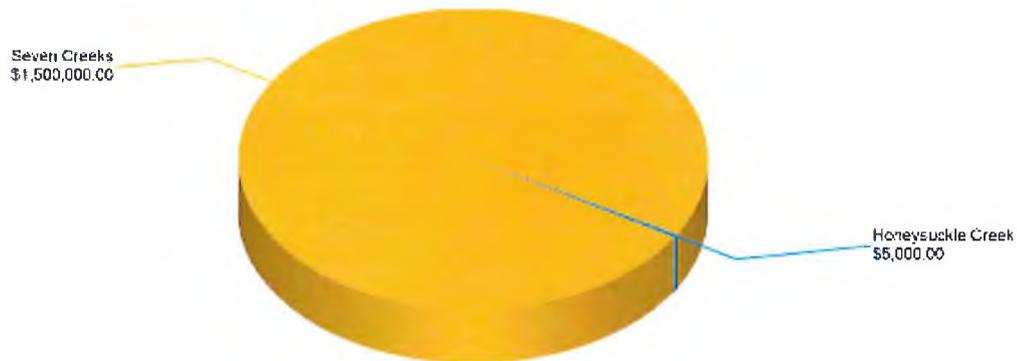
**DECEMBER 2018**



**Planning Applications Determined**

December 2018

Honeysuckle Creek	\$5,000.00
Violet Town	\$5,000.00
Seven Creeks	\$1,500,000.00
Euroa	\$1,200,000.00
Euroa	\$300,000.00
<b>Total Value</b>	<b>\$1,505,000.00</b>



JANUARY 2019

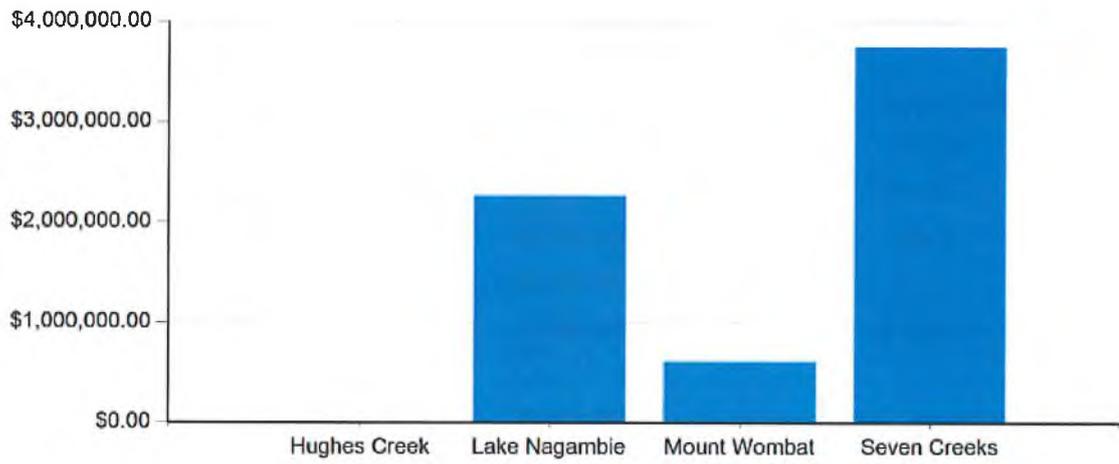
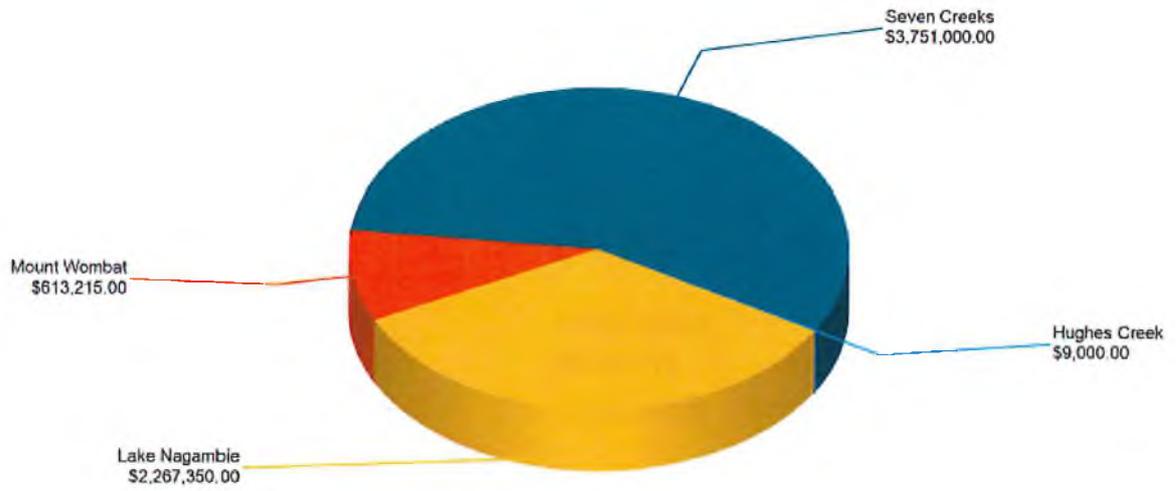


## Planning Applications Determined

January 2019

<b>Hughes Creek</b>	<b>\$9,000.00</b>
Avenel	\$9,000.00
<b>Lake Nagambie</b>	<b>\$2,267,350.00</b>
Bailieston	\$17,350.00
Mangalore	\$2,250,000.00
<b>Mount Wombat</b>	<b>\$613,215.00</b>
Kithbrook	\$350,000.00
Kithbrook	\$263,215.00
<b>Seven Creeks</b>	<b>\$3,751,000.00</b>
Euroa	\$90,000.00
Euroa	\$21,000.00
Euroa	\$3,000,000.00
Euroa	\$290,000.00
Miepoll	\$350,000.00
<b>Total Value</b>	<b>\$6,640,565.00</b>

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**CONFIRM CUSTOMER ENQUIRY FLOW  
- REPORTS FOR DECEMBER 2018 AND JANUARY 2019**

**DECEMBER 2018**



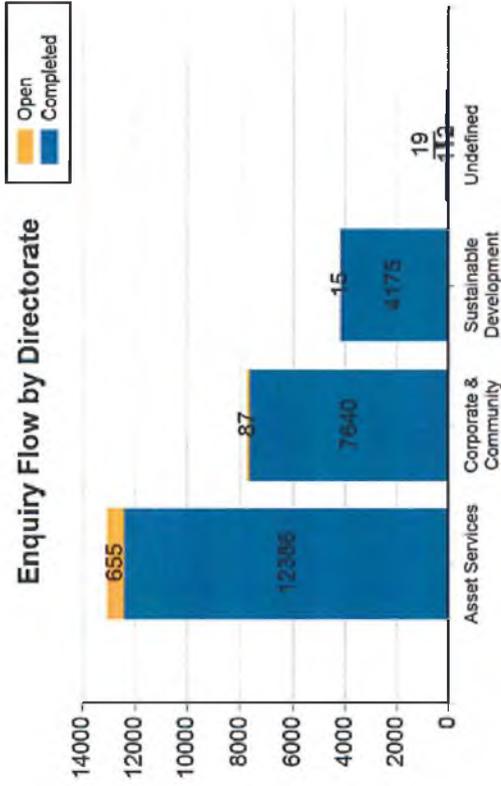
**Confirm Customer Enquiry Flow**

December 2018

Service Type	Total			December 2018			2018-2019			Aging Outside Intervention				
	Logged	Open	Closed	Logged	Open	Closed	Logged	Open	Closed	0-30	31-60	61-90	91+	Total
			%			%			%					
Corporate & Community	1,026	2	99.81%	1	0	100.00%	1	0	100.00%	0	0	0	2	2
Council Property	1,707	88	94.84%	29	15	48.28%	188	49	73.94%	20	10	4	44	78
Economic Growth	2,533	1	99.96%	0	0	NA	1	0	100.00%	0	0	0	1	1
Engineering	358	104	70.95%	1	0	100.00%	5	0	100.00%	0	0	0	3	3
Footpaths	349	32	90.83%	7	7	0.00%	30	13	56.67%	6	1	2	19	28
Parks	508	51	89.96%	18	9	50.00%	77	27	64.94%	8	7	2	28	45
Roads	8,195	281	96.57%	77	30	61.04%	433	100	76.91%	21	20	3	166	210
Statutory Services	6,701	85	98.73%	55	8	85.45%	435	36	91.72%	5	1	1	56	63
Trees	2,005	111	94.46%	29	18	37.93%	138	42	69.57%	14	5	2	69	90
Undefined	131	19	85.50%	0	0	NA	2	1	50.00%	0	0	0	18	18
Waste Management	1,576	2	99.87%	2	1	50.00%	3	2	33.33%	0	0	1	0	1
<b>Waste Management</b>	<b>25,089</b>	<b>776</b>	<b>96.91%</b>	<b>219</b>	<b>88</b>	<b>59.82%</b>	<b>1,313</b>	<b>270</b>	<b>79.44%</b>	<b>74</b>	<b>44</b>	<b>15</b>	<b>406</b>	<b>539</b>

Corporals & Community	General	Council Property	Control	Public Art	Public Lighting	Saleyards	Signs	Economic Growth	Events	Planning	Sub Divisions	Engineering	Confirm	Custodian	Enquiry	Footpaths	Footpaths	Furniture	Road/Street/Footpaths	Parks	Park/Reserve	Playground	State Forest/National Park	Roads	Bridges	Drainage	Emergency Call Out	Naturestrip	Roads	Traffic Lights	Statutory Services	Building	Animals - Domestic	Animals - Other	Environment Protection	Environmental Health	Fire	Grants	Incident	Infringement Review	Local Laws	Marine Safety	Private Prop & Rural Roadside	Trees	Tree	Waste Management	Waste Mngmt & Recycling
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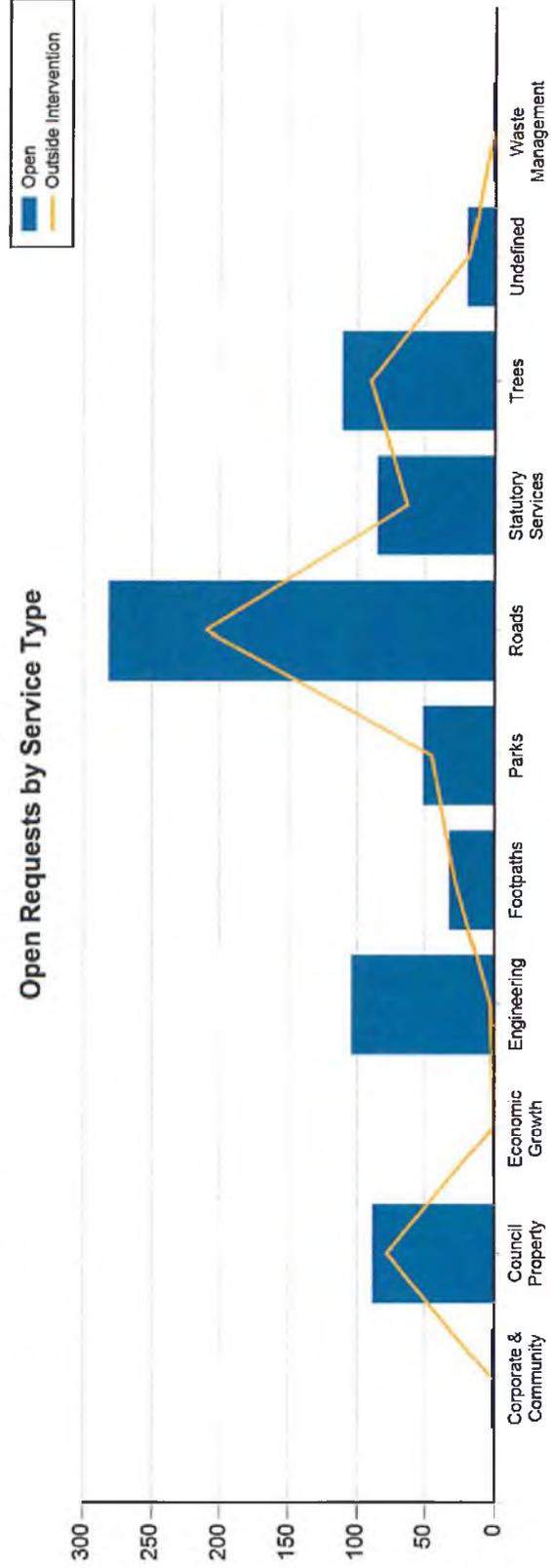
Enquiry Flow by Directorate



Aging Outside Intervention



Open Requests by Service Type



JANUARY 2019

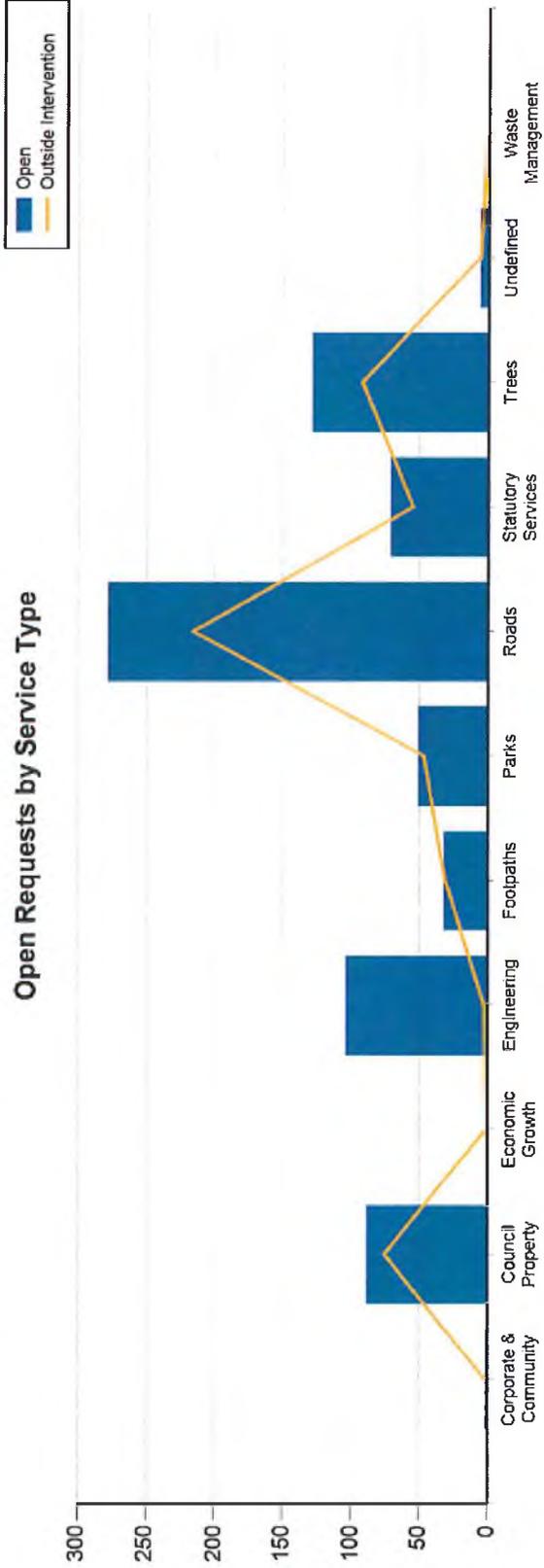
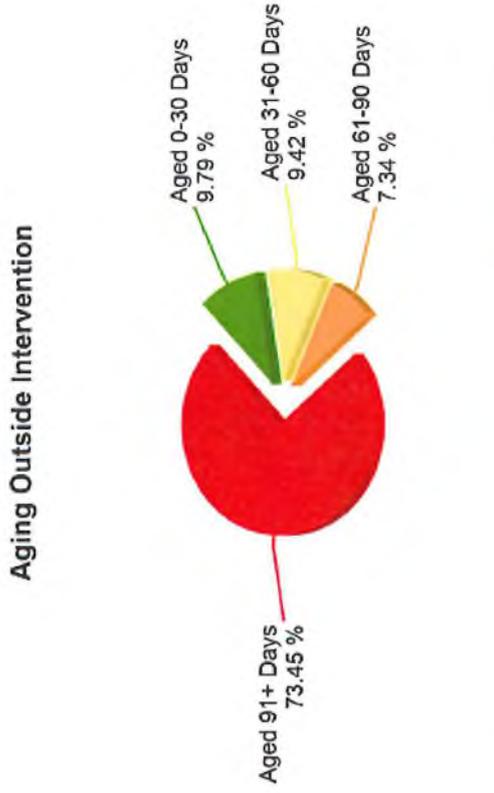
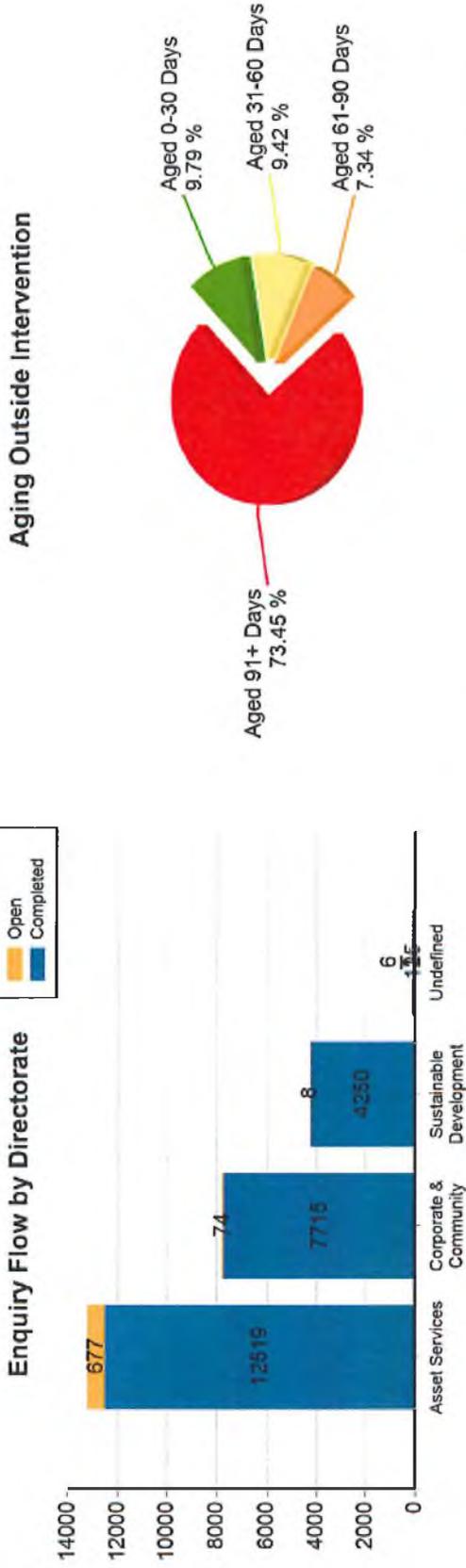
# Confirm Customer Enquiry Flow



January 2019

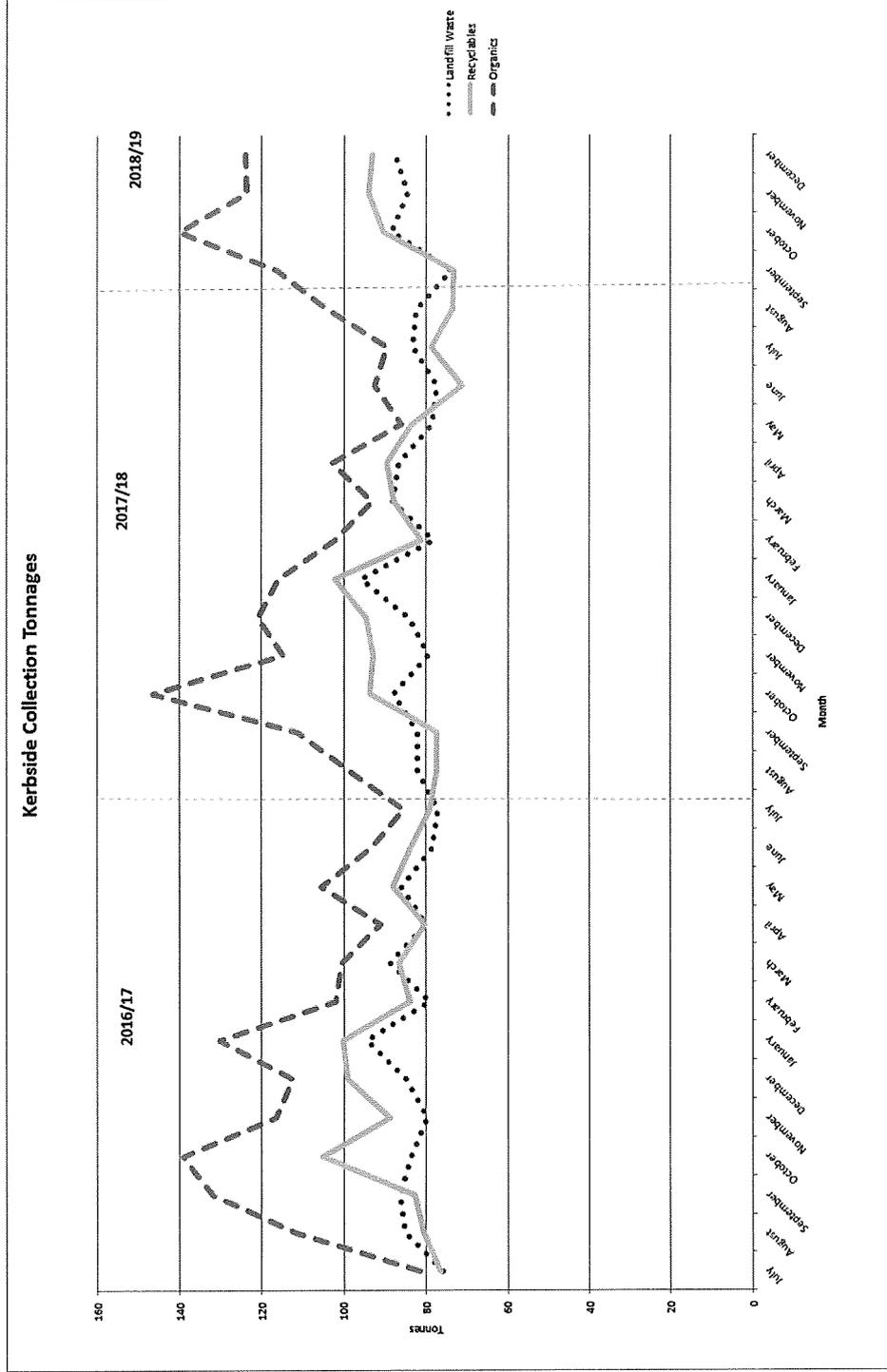
Service Type	Total		January 2019			2018-2019			Aging Outside Intervention				
	Logged	Open	Logged	Open	Closed	Logged	Open	Closed	0-30	31-60	61-90	91+	Total
Corporate & Community	1,026	2	0	0	NA	1	0	100.00%	0	0	0	2	2
Council Property	1,743	89	33	13	60.61%	224	51	77.23%	9	12	10	45	76
Economic Growth	2,533	1	0	0	NA	1	0	100.00%	0	0	0	1	1
Engineering	358	104	0	0	NA	5	0	100.00%	0	0	0	3	3
Footpaths	352	32	3	2	33.33%	33	13	60.61%	4	5	1	21	31
Parks	526	51	18	10	44.44%	95	30	68.42%	8	7	6	26	47
Roads	8,311	278	115	26	77.39%	549	105	80.87%	17	15	18	166	216
Statutory Services	6,763	72	62	7	88.71%	497	25	94.97%	1	1	1	52	55
Trees	2,055	129	49	33	32.65%	188	61	67.55%	13	10	3	67	93
Undefined	131	6	0	0	NA	2	1	50.00%	0	0	0	6	6
Waste Management	1,576	1	0	0	NA	3	1	66.67%	0	0	0	1	1
<b>Total</b>	<b>25,374</b>	<b>765</b>	<b>280</b>	<b>91</b>	<b>67.50%</b>	<b>1,598</b>	<b>287</b>	<b>82.04%</b>	<b>52</b>	<b>50</b>	<b>39</b>	<b>390</b>	<b>531</b>

Concrete & Community General	Council Property Council Property Pest Control Public Art Public Lighting Salesyards Signs	Economic Growth Events Planning Sub Divisions	Engineering Confirm Custodian Enquiry Engineering	Footpaths Footpaths Furniture Road/Street/Footpaths	Parks Park/Reserve Playground State Forrest/National Park	Roads Bridges Drainage Emergency Call Out Natulestrip Roads Traffic Lights	Statutory Services Building Animals - Domestic Animals - Other Environment Protection Environmental Health Fire Grans Incident Infringement Review Local Laws Marine Safety Private Prop. & Rural Roadside	Trees Tree	Waste Management Waste Mngmt & Recycling

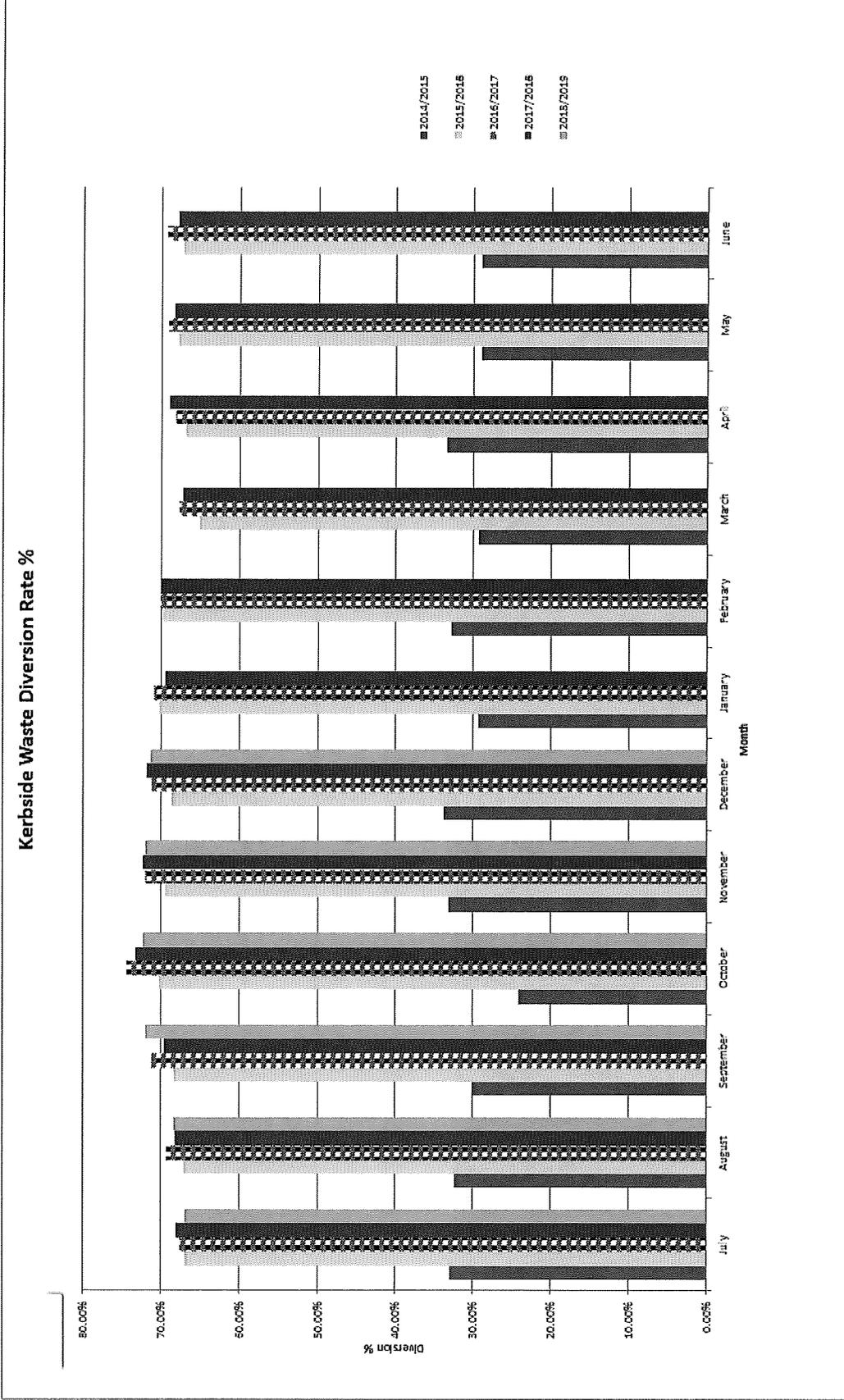


**WASTE MANAGEMENT REPORTING  
 YEAR TO DATE - DECEMBER 2018 AND JANUARY 2019**

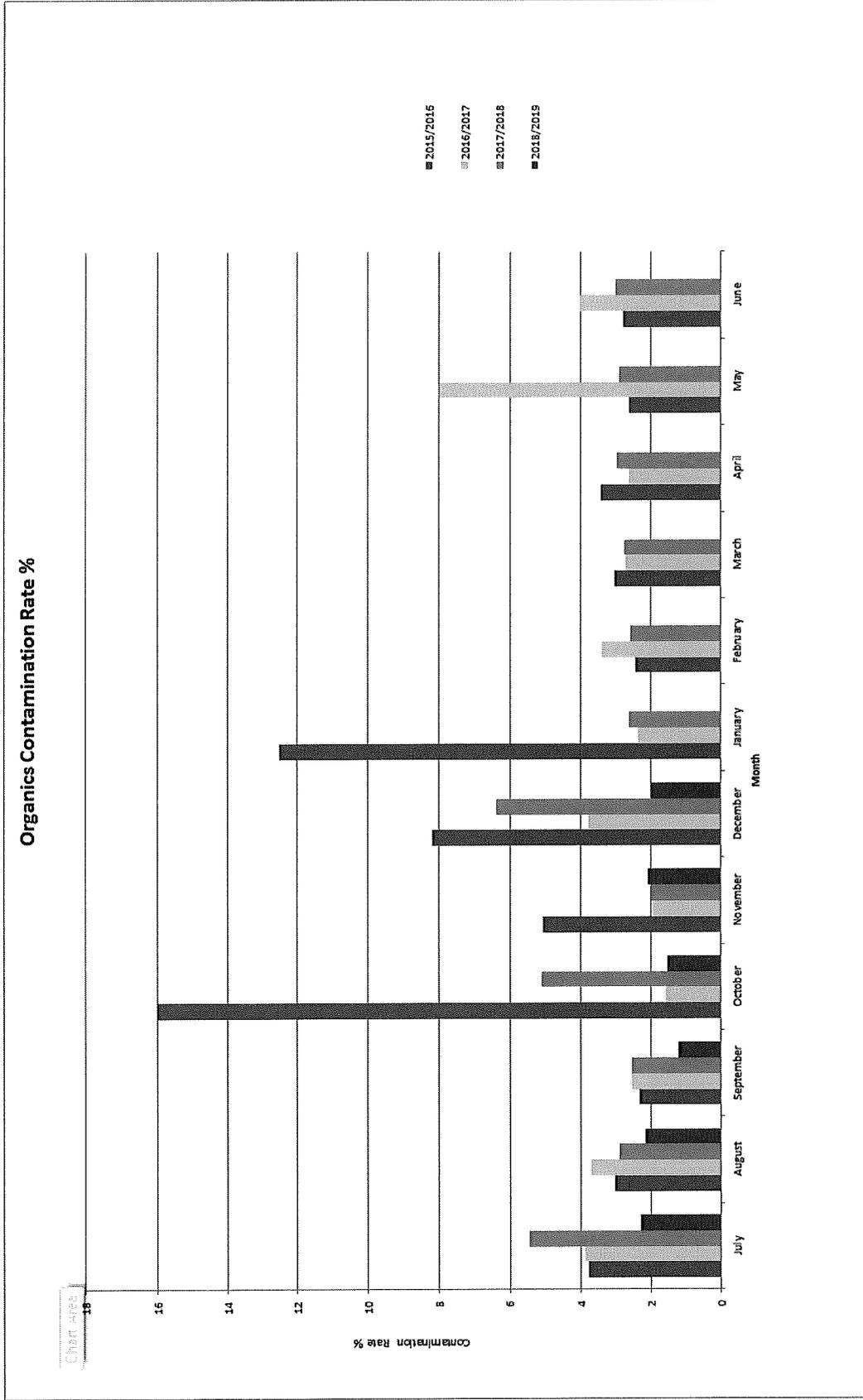
**DECEMBER 2018**



Trends and volumes of waste streams for December are consistent with previous years.



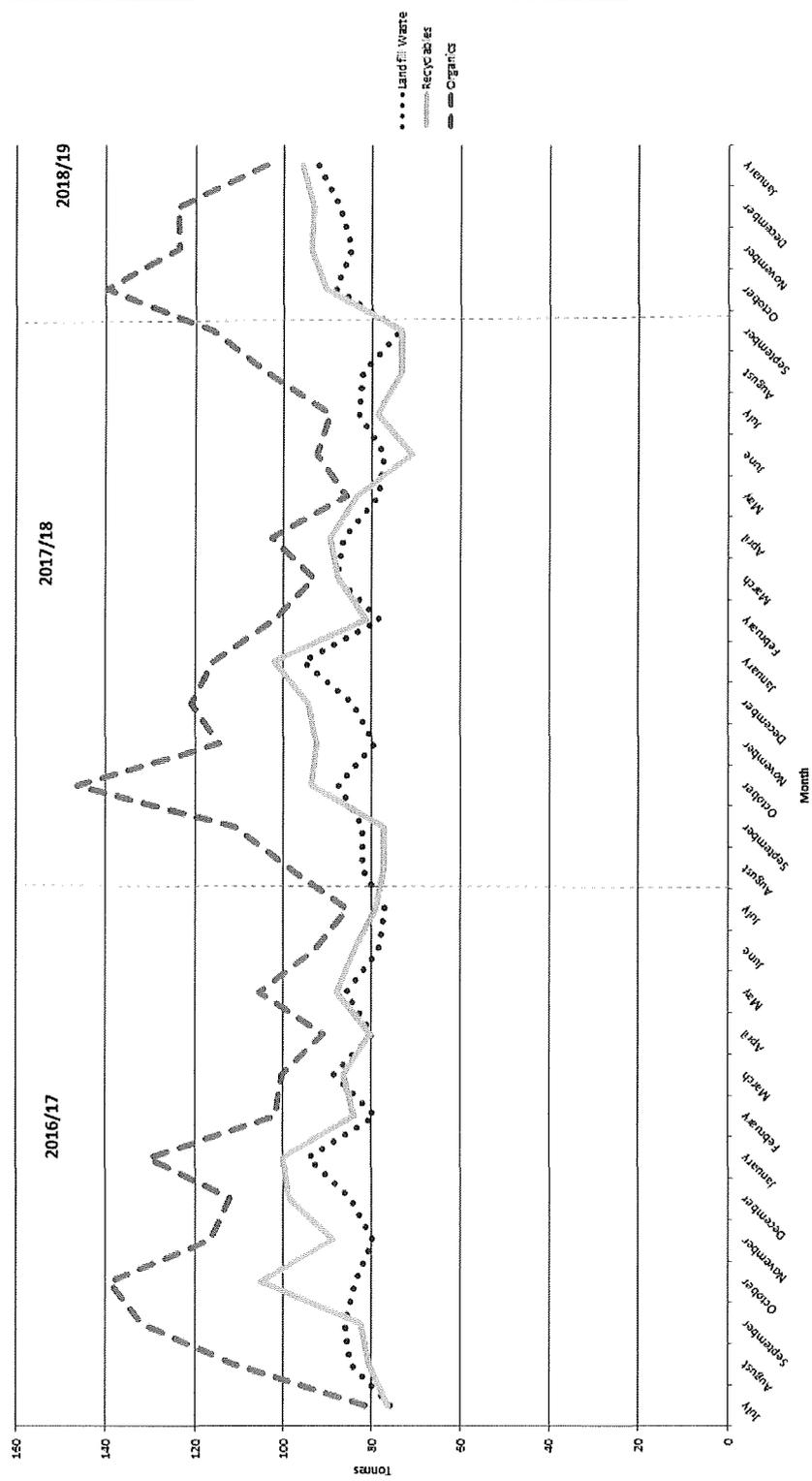
Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.  
December's diversion rate of 72% continues to sit above 70% where it has held for the past four months.



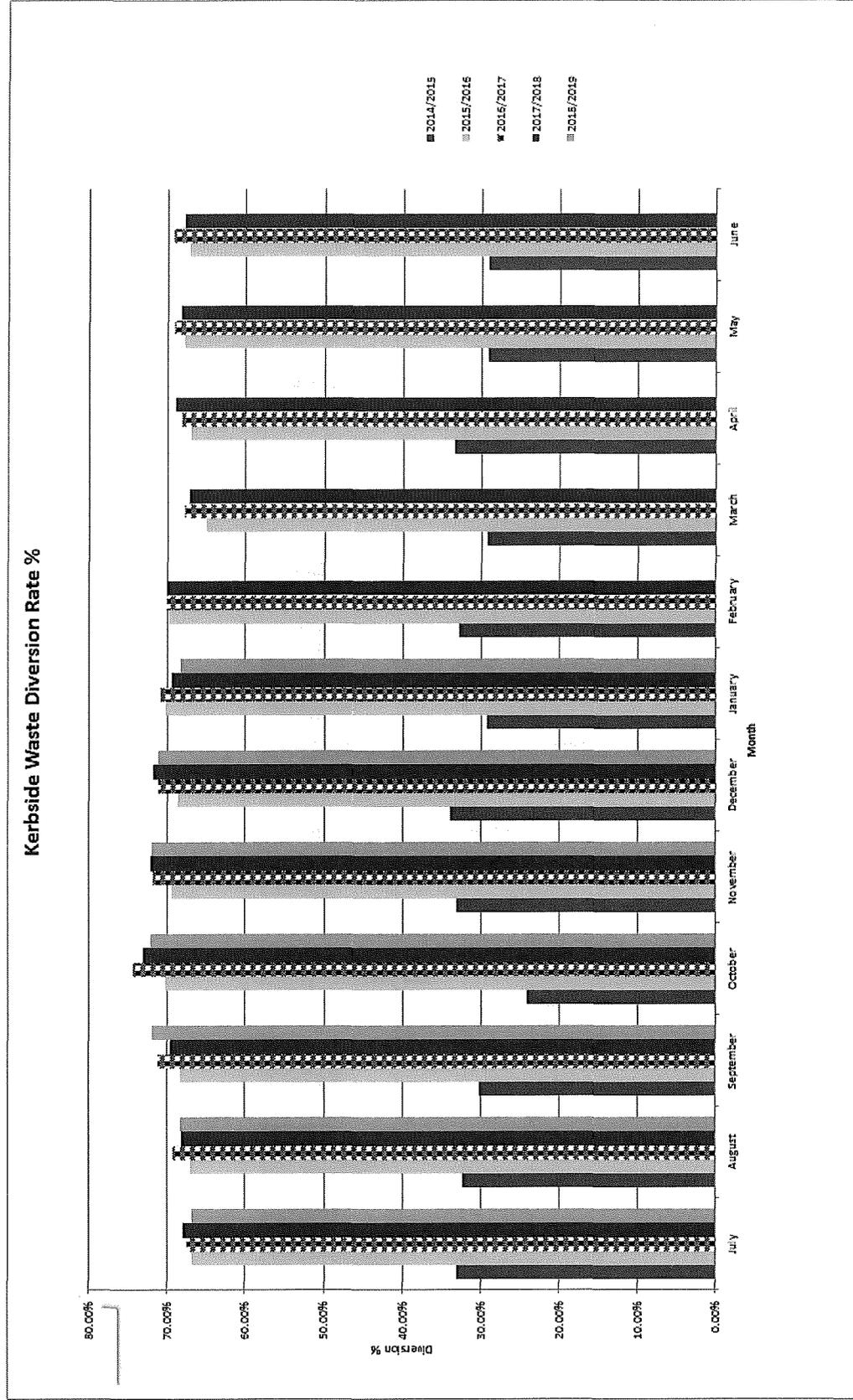
The month of December has proven to be the worst month in terms of contamination levels since the introduction of the organics collection service. This year however, we have seen the contamination level drop below 2% for December, further highlighting the significant improvements made in the organics service and the benefits of working with the contractor to directly "target" the contamination issue at the source.

# JANUARY 2019

## Kerbside Collection Tonnages

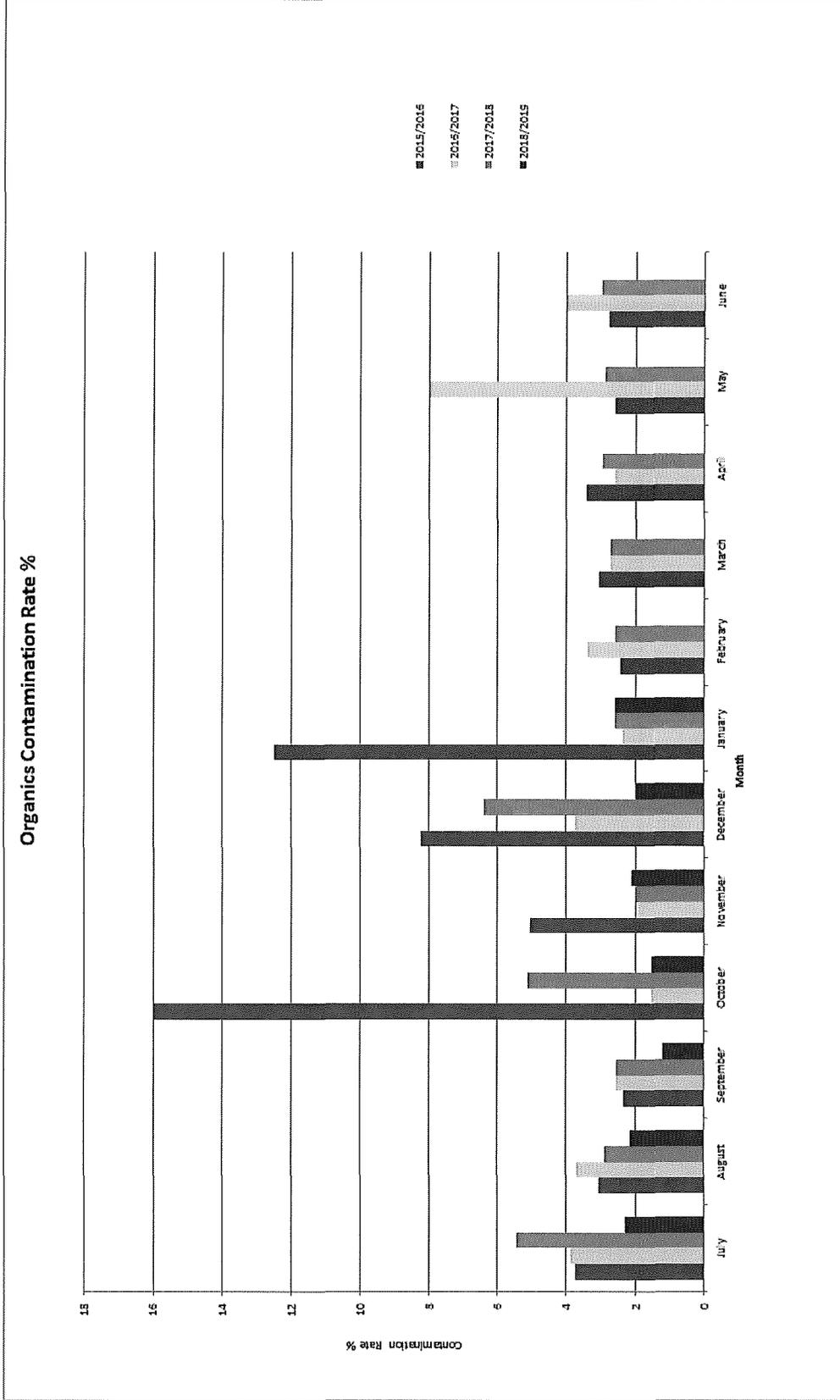


Organics quantities for the month of January fell to their lowest since the introduction of the service (12 tonnes less than last year). This is most likely a result of the warmer weather / drier conditions contributing to less green waste being collected. Landfill waste and recyclables quantities are consistent with previous January figures..



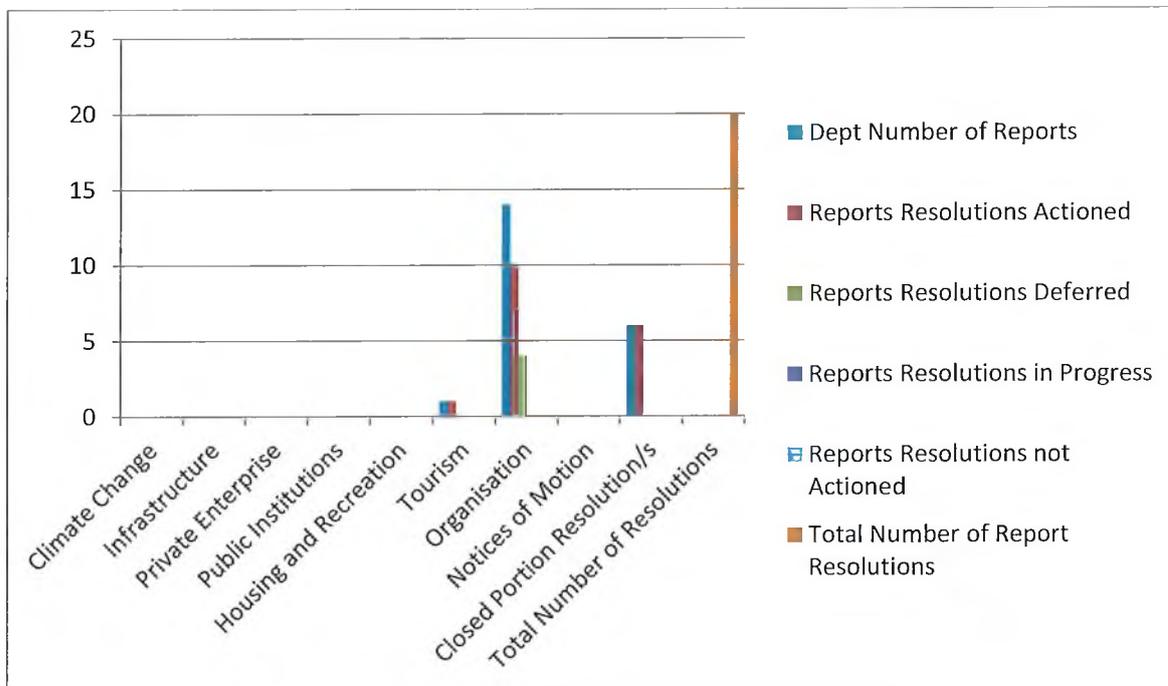
Diversion rates are calculated by dividing the total amount of material diverted from landfill by the total amount of material collected.

The diversion rate for January 2019 (68.41%) is the lowest January rate since the introduction of the 3 bin services. It is also lower than the preceding 4 months of this financial year. Again, this can be attributed to the decrease in organics tonnages collected for the month.



The contamination rate for January 2019 (2.60%) is a slight increase compared to the preceding four months of the financial year. However, it is consistent with the figures for January 2018 and 2017, all of which are a significant improvement on the first year of the organics service.

**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**COUNCIL MEETING –TUESDAY 18 DECEMBER 2018**



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

*This Report is to advise the Executive Management Team, Councillors and the community of the status of previous Council resolutions which are in progress but are yet to be finalised.*

<b>Council Meeting Date</b>	<b>Item No.</b>	<b>Description</b>
18/12/18	9.7.3	Longwood Units ~ 1-5 Jean Street, Longwood
18/12/18	9.7.5	School Crossing Supervisor Review
18/12/18	9.7.8	Draft Waste and Resource Recovery Strategy 2019-2024
18/12/18	9.7.11	Proposed Violet Town Recreation Reserve Toilet Block

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

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

**RECORDS OF ASSEMBLIES OF COUNCILLORS**

**For period 5 December 2018 to 5 February 2019**

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 11 December 2018

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

**Attendees:**

Councillors

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

Officer/s

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

Apologies

Nil

1. Workshop with Phil Shanahan
- Declarations of Interest
2. Briefings by Group Manager, Community Assets
  - Flood Recovery Update
  - Mid-Year Capital Program 2018/2019 Update
3. ARTC Inland Rail Update
4. Ordinary Council Meeting draft Agenda Review
5. Draft Waste and Resource Recovery Strategy
6. Assembly of Councillors
  - 6.1 Mayor and CEO Meetings Attendances
  - 6.2 Councillors Meetings Attendances
  - 6.3 MAV Strategic Planning Meetings 2019
  - 6.4 Carriage Horse Driving Trials
  - 6.5 Euroa Secondary College
  - 6.6 Parking Restrictions Options
7. Strathbogie Shire Pools Promotion
8. Councillors and CEO Discussions

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

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item 4 / C.P. 3	Cr Thomson	No

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

Matter No.	Names of Councillor/s who disclosed interest	Did the Officer/s leave the meeting?
Item 4 / C.P. 1	Chief Executive Officer	No

### Record of Assembly of Councillors

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

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

**Name of Meeting:** Councillors Forum

**Date of Meeting:** Tuesday 18 December 2018

**Time:** 12.00 noon. - 7.50 p.m.

#### **Attendees:**

##### Councillors

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

##### Officer/s

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

##### Apologies

Nil

1. Councillors Discussions  
Declarations of Interest
2. Budget 2019/2020 Discussions
3. Proposed Land Use of Property
4. Ordinary Council Meeting Agenda Review
5. Assembly of Councillors
  - 5.1 Mayor and CEO Meetings Attendances
  - 5.2 Councillors Meetings Attendances
  - 5.3 Cr Thomson  
- Spraying of Roadside Weeds
6. ARTC Project Drop-In
7. Informal Meeting with Community Members / Cuppa and Chat
8. Ordinary Council Meeting at Euroa

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

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
Item No's: 4 & 8 / C.P. 4	Cr Thomson	No

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

Matter No.	Names of Councillor/s who disclosed interest	Did the Officer/s leave the meeting?
Item No's: 4 & 8 / 9.7.12, C.P. 1, C.P. 2	Chief Executive Officer	Yes
Item No's: 4 & 8 / 9.7.12, C.P. 1	Director, Innovation and Performance	Yes

**Record of Meetings of Special Committees of Council**

**Record of Minutes of Meetings received in the December 2018 / January 2019  
Period**

<b>Name of Special Committee</b>	<b>Date of Meeting</b>
Longwood Community Centre Committee of Management	23/10/2018
Goram Soldiers Memorial Hall Committee of Management AGM	09/11/2018 21/08/2018
Goram Soldiers Memorial Hall Committee of Management	09/11/2018
Longwood Community Centre Committee of Management	27/11/2018

10. NOTICES OF MOTION
11. URGENT BUSINESS
12. CLOSURE OF MEETING TO THE PUBLIC

**8.20 p.m.**

**CRS BOWER/LITTLE –**

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

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

C.P. 1 Contract No. 17-18-45 ~ Evaluation Report  
- Loddings Lane Boat Ramp and Car Park

89(2)(g) *Any other matter which the Council or special committee considers would prejudice the Council or any person*

C.P 2 Requests to Withdraw Fire Prevention Notice and Associated Fee

68/19

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

**8.34 p.m.**

**CRS BOWER/WILLIAMS -**

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

71/19

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

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

*Closed Portion Decision/s -*

#### CONTRACTUAL MATTERS

##### C.P. 1 Contract No. 17-18-45 ~ Evaluation Report - Loddings Lane Boat Ramp and Car Park

#### RECOMMENDATION

1. That the tender received from Jarvis Delahey Contractors Pty Ltd of 295 Doyles Road, Shepparton for Contract 17-18-45 – Loddings Lane Boat Ramp and Car Park, for a total amount of \$339,277.04 excluding GST be accepted by Council,
2. That the unsuccessful tenderers be advised;
3. That Council delegate the CEO to negotiate with the successful tenderer for the amended works required to satisfy the requirements of the GBCMA to protect the buffer zone to occur; and
4. That Council endorses the signing and sealing of the contract documents once received.

69/19 *CRS MASON/LITTLE* : *That the Recommendation be adopted.*

**CARRIED**

**ANY OTHER MATTER WHICH THE COUNCIL OR SPECIAL COMMITTEE  
CONSIDERS WOULD PREJUDICE THE COUNCIL OR ANY PERSON**

##### C.P. 2 Requests to Withdraw Fire Prevention Notice and Associated Fee

#### RECOMMENDATION

For Council decision.

**CRS THOMSON/WILLIAMS -**

That Council withdraws Fire Prevention Notices and/or Associated Fees for the first three (3) properties listed for consideration in the Council report.

70/19

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

13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S (cont.)

**RECOMMENDATION**

***CRS BOWER/LITTLE -***

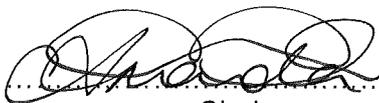
**That the decision/s of Council's 'Closed Portion' considerations be confirmed.**

*72/19*

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

***THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.34 P.M.***

Confirmed as being a true and accurate record of the Meeting

  
.....  
Chair

*19.03.2019*  
.....  
Date