



STRATHBOGRIE SHIRE COUNCIL

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

- Chair:** Amanda McClaren (Mayor) (Lake Nagambie Ward)
- Councillors:** 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)
- Officers:** Steve Crawcour - Chief Executive Officer (CEO)
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

Phil Howard - Director, Innovation and Performance (DIP)
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 19 February 2019

73/19 **CRS MASON/LITTLE** : That the Minutes of the Ordinary Meeting of Council held on Tuesday 19 February 2019 be confirmed

CARRIED
5. Disclosure of Interests

Nil.

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6. Petitions

Nil.

7. Reports of Mayor and Councillors and Delegates

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

8. Public Question Time

Public Question Time will be conducted as per Strathbogie Shire Council's Meeting Procedure Local Law No. 1, Clause 32. 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 / Taken on Notice at the meeting:-

Council Ref: TM: 05 / 2019

Question/s Taken on Notice

1. Tuesday 26 February 2019
67 Fernhills Road, Sheans Creek
Development of land for a dwelling which is Sheans Creek Road. No bull form recommendation. Two maps can not be read.

Response/s provided by DIP

Planning application P2018-081 sought approval for the use and development of land for a dwelling at 67 Fernhills Road, Sheans Creek. The dwelling was proposed to facilitate an Angus Bull stud as detailed in the report. Condition 1 of the recommendation required both the use and development to be carried out in accordance with the Endorsed Plans. Condition 2(c) of the recommendation requires the owner to enter into an agreement to ensure the ongoing use of the land in accordance with the Whole Farm Plan which details the use of the land as an Angus Bull stud.

This was approved by Council at its meeting on 26 February 2019. The Whole Farm Plan has been endorsed and forms part of the permit. While the specific agricultural use of the land is not mentioned in the recommendation, it is detailed in the application documentation which forms part of the plans endorsed to form the permit and will form part of an agreement made prior to the commencement of the use of the approved dwelling.

Officers acknowledge that the locality maps attached to the report in the agenda would have been difficult to read when printed in black and white. These maps can be viewed much more clearly in colour on Council's website.

8. Public Question Time (cont.)

Council Ref: TM: 05 / 2019 (cont.)

Question/s Taken on Notice

2. Drought
Council meeting at Avenel in August.
Drought was brought to Council attention.
What did Council do about it
Why has Council not attended to drought.

Response/s provided by GMCA

Strathbogie Shire Council is liaising with the North East Dry Seasonal Conditions Coordination Group which is run by Agriculture Victoria regarding state and federal government staged responses to drought, support, rebate schemes, grant availability, and health services. We will be disseminating appropriate information as it arrives from the coordinating authorities, and assisting where possible.

Council works as an agency partner, not as the sole decision-making authority in matters of drought and extreme conditions.

Council Ref: SS: 06 / 2019

1. Given community outrage and the failure by ARTC to meet community concerns on the Railway precinct, what steps is Council taking to pressure ARTC to adjust their process?

Response/s provided by the Mayor at the meeting

The Mayor advised that, following a meeting today (19/03/19) with representatives from the Australian Rail Track Corporation (ARTC), the proposal for the Euroa Precinct would be the subject of a report to a Special Council meeting to be held on Tuesday 26 March 2019.

Question/s Taken on Notice

2. Our Arboretum facilitator (Cath Olive) had to ring the Council office 6 times in regard to stray sheep grazing at the Arboretum on Friday 15 March.
Why did it take 6 phone calls before action was taken?

Response/s provided by GMCC

Council's records indicate the following chronology of events :

- *A call was received by Customer Service at about 9.20 am on Friday 15 March in relation to sheep in the Arboretum*
- *As a result Council staff checked with the ranger who advised that as the Arboretum was Crown Land , we did not have jurisdiction*
- *A call was then received at about 10 am , this was put through to the Ranger who discussed options with the caller*

8. Public Question Time (cont.)

Council Ref: SS: 06 / 2019 (cont.)

Response/s provided by GMCC (cont.)

- *At this point the Ranger offered in good faith to assist in moving the sheep (flashing lights etc) as the caller indicated that they would get a group of people together*
- *The ranger attended the Arboretum between approx. 3.00 pm and 4.20 pm in the expectation that assistance would arrive*
- *This did not occur and the Ranger did not observe sheep on the premises during this time*
- *The ranger had a number of conversations with the caller during the day*
- *A call was received later in the day providing a land owner's name that might possibly have been the owner of the sheep. This was checked in our system and we had no contact details for the land owner to call them to check*
- *A person came into the office in the afternoon to personally thank staff for their assistance*

I believe that the Council staff and Ranger have acted entirely appropriately in attempting to address the situation

Response/s to Public Questions Taken on Notice at Ordinary Council meeting held on Tuesday 19 February 2019

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.

Response/s provided by GMCA

1. *There is no current Committee of Management at Shadforth Reserve.*

The Violet Town Men's Shed is a recreational body which is consistent with the reserve use as a recreational reserve. This is further shown by the fact the Department of Environment, Land, Water and Planning recently signed a lease with the Men's Shed for their part occupation of the site.

Council currently provides an annual budget of \$3,000 for slashing of the reserve prior to the Declared Fire Season.

2. *A response to this question has been provided to you in previous correspondence in regard to road widths sent by Roy Hetherington on 30 March 2017 and myself on 26 June 2018. The same information is pertinent to your enquiry regarding road and bridge construction.*

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) 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 16 April 2019, at the Nagambie Bowls Club (6-12 Marie Street, Nagambie), commencing at 6.00 p.m.



Council Ref. / 2019

Public Question Time Form Ordinary Council Meeting

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

How to ask a question:

Questions submitted to Council must be:

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

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

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

1.
.....
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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.

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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

9.7 ORGANISATION

9.7.1 Domestic Animal Management Plan 2017-21 - Annual Review

Author & Department

Governance and Regulatory Services Manager / Corporate and Community Directorate

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

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

Summary

The Domestic Animal Management Plan 2017-21 (DAMP) requires annual review as a means of tracking the progress of actions to promote responsible pet ownership and to ensure the document's currency.

This report analyses the implementation of actions identified for completion by November 2018 and, as a result of the annual review, proposes that a revised Domestic Animal Management Plan 2017-21 be adopted.

The revised plan addresses issues identified by the Secretary of the Department of Jobs, Precincts and Regions in June 2018 and provides a program of achievable and realistic actions to be implemented in the year ahead. The key performance indicators outlined in the current Ranger contract with 4Site have also been included as actions as a means of ensuring contract requirements are met.

A review of the progress of actions for 2017/18 found the following results:

Theme	Complete	Partially Complete	Not Started	Total
1. Training of Authorised Officers	1	1	2	4
2. Registration and Identification	1	1	4	6
3. Nuisance	3	3	1	7
4. Dog Attacks	1	1	4	6
5. Dangerous, Menacing and Restricted Breed Dogs	1	1	3	5
6. Overpopulation and High Euthanasia	2	1	4	7
7. Domestic Animal Businesses	1	1	6	8
8. Other Matters – Emergency Management and Animal Welfare		2		2
Total	11	10	24	45

9.7.1 Domestic Animal Management Plan 2017-21
- Annual Review (cont.)

The review results indicate that a concerted effort needs to be made by Council officers and Contractors to actively implement the DAMP in the years ahead if Council is to meet its legislated obligations.

There has, however, been an extensive amount of work undertaken by our Rangers to educate the community on responsible pet ownership practices when responding to animals at large, dog attacks and stock attacks. Fair but firm action is taken in response to complaints and attacks, commensurate with the nature of the offence and the extent to which the law has been breached.

We also have a high success rate of rehoming animals. Registration of animals is increased through measures that require any roaming animal, or an animal subject to a complaint, if found to be unregistered, must be registered within 14 days otherwise further enforcement action will be taken..

The revised DAMP dated March 2018 seeks to recognise the limited resources available to Council to implement its DAMP. Actions have been modified and focused onto actions that can be achieved within current budget allocations and that also reflect the Key Performance Indicators outlined in the contract for our Ranger service.

Overall, a heightened focus on actively promoting animal registration through a door knock campaign in townships, provision of more information on our website and in the media about responsible pet ownership, developing a more comprehensive set of information sheets and proactive monitoring of domestic animal businesses is required during the year ahead.

RECOMMENDATION

That Council:

1. **Note the findings of the 2018 review of actions undertaken to implement the Domestic Animal Management Plan 2017-21.**
2. **Adopt the revised Domestic Animal Management Plan 2017-21, dated March 2019, outlining actions to be undertaken throughout 2019.**
3. **Provide a copy of the Domestic Animal Management Plan 2017-21, dated March 2019, to the Secretary, Department of Jobs, Precincts and Regions.**

74/19 **CRS BOWER/MASON** : *That the Recommendation be adopted.*

CARRIED

9.7.1 Domestic Animal Management Plan 2017-21
- Annual Review (cont.)

Background

The current Domestic Animal Management Plan was adopted by Council at its 18 July 2017 meeting.

The *Domestic Animals Act 1994* requires Council to develop and adopt a four year domestic animal management plan by 30 June after each general election. The Act requires the Plan to be developed in consultation with the Secretary of the Department of Jobs, Precincts and Regions (DJPR). Clear guidance on the form and content of a DAMP is provided through the Act and a template provided by DJPR. Following adoption of the Plan by Council, a copy of the Plan must be provided to the Secretary.

An annual review of the DAMP must be undertaken and submitted to the Secretary by 3 November each year. Further, information on the progress of implementing the DAMP is required to be provided in Council's Annual Report.

Unfortunately Council was obliged to request an extension of this deadline to 31 March 2019 as this deadline had been overlooked. This request was approved by the Secretary in January 2019.

The Secretary provided comments on the current plan in June 2018 identifying additional information that should be included in the next revision of the DAMP, which included:

- Provision of information relating to local laws, policies and procedures, education and promotion activities and compliance activities under each section of the DAMP
- Updating references to State agencies to reflect the creation of Animal Welfare Victoria and the correct department name (which as of 1 January 2019 is DJPR)
- Inclusion of references to current legislation, including the Domestic Animals Amendment (Restricted Breed Dogs) Act 2017.

The Ranger service is the key means through which the DAMP is implemented on a day to day basis. Council currently contracts its Ranger operations to 4site. The contracts identify a number of Key Performance Indicators relating to responsible pet ownership and the implementation of the DAMP that are expected to be met on an annual basis by the Contractor.

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 DAMP is one of the key tools through which Council meets its obligations under the Act. Further, the proactive education and enforcement programs listed to be undertaken by Council is vital to mitigating risk of roaming animals, dog attacks and animal welfare issues.



9.7.1 Domestic Animal Management Plan 2017-21
- Annual Review (cont.)

By not implementing the actions outlined in the DAMP Council exposes itself to risk in relation to poor governance through not addressing its legislative obligations, as well as risk to the community through lack of awareness of good pet ownership practices, which can lead to dog attacks, loss of livestock and detriment to residential amenity.

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

Funding for the implementation of the DAMP was provided in the 2018/19 budget in the form of \$15,000, which was primarily for the identification and adoption of a dog of leash exercise area.

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 promotion and enforcement of responsible pet ownership practices leads to tangible amenity outcomes for our community. The DAMP is one of the key means through which Council can maintain and enhance amenity, alongside the implementation of animal welfare legislation and our Community Local Law No 6.

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 annual review of the DAMP is a legislative requirement, therefore by noting the outcomes of the review and adopting a revised DAMP that notes the suggested improvements outlined by the Secretary in June 2018, Council is meeting part of its obligations. Only by actively implementing the plan will Council discharge its full obligations under the Act.

Consultation

Community consultation was undertaken prior to the adoption of the 2017-21 Plan in 2017 as required by the Act. The annual review of the DAMP does not trigger any legislated community consultation process.

9.7.1 Domestic Animal Management Plan 2017-21
- Annual Review (cont.)

Attachments

- Revised Domestic Animal Management Plan 2017-21 – March 2019

Tabled Document/s

- Domestic Animal Management Plan 2017-21 Review – 22 October 2018





DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021



*Adopted by Council: 18 July 2017
Reviewed and Updated: March 2019*

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DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

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1. LEGISLATIVE FRAMEWORK

1.1 Domestic Animal Management Plans

Under Section 68A of the *Domestic Animals Act 1994* (the Act), every Council must prepare a domestic animal management plan, as follows:

68A Councils to prepare domestic animal management plans

- (1) *Every Council must, in consultation with the Secretary (of the Department of Jobs, Precincts and Regions), prepare at 4 year intervals a domestic animal management plan.*
- (2) *A domestic animal management plan prepared by a Council must—*
 - (a) *set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and*
 - (b) *outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and*
 - (c) *outline programs, services and strategies which the Council intends to pursue in its municipal district—*
 - (i) *to promote and encourage the responsible ownership of dogs and cats; and*
 - (ii) *to ensure that people comply with this Act, the regulations and any related legislation; and*
 - (iii) *to minimise the risk of attacks by dogs on people and animals; and*
 - (iv) *to address any over-population and high euthanasia rates for dogs and cats; and*
 - (v) *to encourage the registration and identification of dogs and cats; and*
 - (vi) *to minimise the potential for dogs and cats to create a nuisance; and*
 - (vii) *to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and*
 - (d) *provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and*
 - (e) *provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and*
 - (f) *provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.*
- (3) *Every Council must—*
 - (a) *review its domestic animal management plan annually and, if appropriate, amend the plan; and*
 - (b) *provide the Secretary with a copy of the plan and any amendments to the plan; and*
 - (c) *publish an evaluation of its implementation of the plan in its annual report.*

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

2. CONTEXT

2.1 Strathbogie Shire

Strathbogie Shire is located in north-central Victoria and incorporates a diverse rural community served by townships including Avenel, Euroa, Nagambie and Violet Town. The shire's population of around 10,274 people includes around 3,191 people in rural areas and smaller towns such as Graytown, Longwood, Ruffy and Strathbogie (2016 ABS Census).



The shire encompasses a total land area of 3,300 square kilometres, with land mainly used for agriculture, particularly wool, grain, cattle, horse studs and vineyards.

Major features and enterprises in the shire include the Strathbogie Ranges, Heathcote-Graytown National Park, Goulburn River, Goulburn Weir, Lake Nagambie, Nagambie Lakes Regatta Centre, Violet Town Community Market, Mangalore Airport, Mitchelton Winery, Fowles Wine, Tahbilk Winery, Lindsay Park Racing and horse studs.

Strathbogie Shire enjoys excellent transport linkages via the Goulburn Valley Freeway, Hume Freeway, Goulburn Valley Highway and the Melbourne-Shepparton and Melbourne-Wodonga railway lines.

Population growth in Strathbogie Shire is generally stronger in the south, with Nagambie's population, for example, having increased by around 22% between the 2011 and 2016 ABS censuses to 1,886 people. Overall, the shire is predicted to grow at a slower rate than Melbourne and neighbouring municipalities, and like most areas in Australia, the population is ageing, with some 28.4% of the total population over 65 years old, compared to 15.6% for Victoria as a whole.

The shire has a rural economic base of wool, grain and cattle production, extensive vineyards at Nagambie and throughout the Strathbogie Ranges and a wide range of intensive cool climate horticultural enterprises. The shire is home to a strong and growing equine industry and markets itself as the 'Horse Capital of Victoria'.

2.2 Strategic Planning Context

The purpose of the Domestic Animal Management Plan 2017-2021 is to guide Council's planning and decision-making in relation to regulatory controls and service provision that promote the values of responsible pet ownership and high standards of animal welfare.

This objective is underwritten in the Council Plan 2017-2021 through Council's Mission 'To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services.'

Relevant Goals and Key Strategies in the Council Plan include:

Goal 1: *To enhance community health and wellbeing*

Key Strategies: *Plan for improved community health, wellbeing and liveability.*

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

3. TRAINING OF AUTHORISED OFFICERS

Legislative requirement

S68(A)(2)(b) of the Act requires that the Domestic Animals Management Plan (DAMP):

Outlines programs for the training of Authorised Officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district.

3.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

The following table provides an overview of the number of domestic animals currently registered in our Shire, along with information about the staff available to ensure compliance with the Act, our Local Law and permit requirements.

Number of registered dogs 2017-18	1858
Number of registered cats 2017-18	385
Number of registered domestic animal businesses	2
Number of Authorised Officers	1 full time Ranger – Contract 2 Casual staff 1 Council Officer authorised to administer the provisions of the Domestic Animals Act that cannot be undertaken by contractors.

Strathbogie Shire Council has engaged 4Site Australia Pty Ltd to provide animal management / ranger services. 4SITE has twelve years' experience in undertaking similar work for other councils and state government departments. The contract is based on Key Performance Indicators, including requirements to implement the Act, set by Council for the supply of the service and these standards are reported against monthly by the contractor.

Rangers are based at Euroa, with emergency call outs monitored and actioned by the appropriate officer. Contract staff and/or Council staff respond to emergencies based on the specific issue and the location of the emergency.

Our Rangers are required to meet the minimum standards set by the *Domestic Animals Act* and provisions of the Act unable to be undertaken by contractors are undertaken by the Manager, Governance & Regulatory Services.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

3.2 CURRENT AND PLANNED TRAINING

Who	Current Qualifications	Planned Authorised Officer Training	When
Mark Morey	Certificate 4 - Animal Control & Regulation	Public Relations / Conflict Resolution	November 2019
Lance Carroll		Public Relations / Conflict Resolution Certificate 4 - Animal Control & Regulation	November 2019 Commenced by November 2019
Norm Hussell	Certificate 4 - Animal Control & Regulation	Public Relations / Conflict Resolution	November 2019
Manager, Governance & Regulatory Services (short term contract)	Bachelor of Applied Science in Planning	Nil	N/A

3.3 WHAT WE WILL DO

Objective 1: Develop and maintain a training plan for all Authorised Officers.

Activity	When	Evaluation
Develop and maintain a register of Authorised Officer training	June 2019	Register to be reviewed annually in line with the review of this Plan.
Officer attendance at industry training and networking sessions	Ongoing	Skills gained are utilised on the job by Rangers

Objective 2: Ensure Authorised Officers maintain currency of skills and knowledge.

Activity	When	Evaluation
Ensure all Authorised Officers maintain qualifications as required by legislation and the Ranger and Local Law Services contract.	Annually	Copies of certificates and completed training to be provided to Council. Audit undertaken of training in annual contract review with 4Site.



DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

4. REGISTRATION AND IDENTIFICATION

Legislative requirement

Section 68(2)(c)(v) of the Act requires the DAMP to:

Outline programs, services and strategies to encourage the registration and identification of dogs and cats.

This section also addresses clauses 68A(2)(a), (c)(i), (c)(ii), (d) and (f) of the Act.

4.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

The *Domestic Animals Act 1994* outlines clear requirements and procedures for the registration of cats and dogs within the municipality. Registration of animals is important to help identification and return to owners of animals that are lost or wandering or causing a nuisance, potentially avoiding impounding of these animals. In recent years, there has been an overall trend in decrease in the number of registered animals.

This section outlines objectives and activities to encourage the registration and identification of dogs and cats per the Act's provisions.

Year	Registered Dogs	Registered Cats
2012/13	2,136	405
2013/14	2,004	397
2014/15	2,036	405
2015/16	1,889	389
2016/17	1,643	382
2017/18	2055	436

Council's Community Local Law No. 6 2010 contains provisions around responsible pet ownership including:

- Restrictions on the number of domestic animals that can be kept without a local laws permit (cl 24) to five dogs and five cats in a Rural Zone and two dogs and two cats in any other zone.

4.2 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Ongoing Council programs and initiatives include:

- registration of domestic cats and dogs over 3 months of age
- setting concession and reduced fees for the registration of animals that are de-sexed, trained, over 10 years old and working dogs
- ensuring registration and microchipping of animals prior to release from the Council pound
- waiver of registration fee for the year of registration for animals rehomed through Council's service, the Lost Dogs Home, RSPCA or other registered service provider
- requiring the registration of all unregistered roaming dogs and cats and animals found to be unregistered that are subject to complaints.
- Inclusion of key performance indicators in the Ranger contract around maximising registrations.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

4.3 WHAT WE WILL DO

Objective 1: Strive to increase the number of registered dogs and cats.

Activity	When	Evaluation
Ensure all seized and impounded animals are registered to their owner prior to release.	Prior to every release	Analysis of the numbers of dogs and cats registered through this process.
Follow-up on non-renewals of dog and cat registrations.	Annually – May	Number of properties visited. Review movement in registration numbers between original renewal letter and reminder letter
Offer a one month 'amnesty' where animals can be registered without prosecution prior to 'Registration Blitz'.	Annually - June	Review movement in registration numbers at the end of the amnesty.
Targeted door knocking as part of 'Registration Blitz' in townships to check for unregistered and unidentified dogs and cats. Audit to be widely advertised prior to commencement.	Annually – May	Record number of unregistered and unidentified animals identified during door knocks. Analysis of success of the 'Registration Blitz' through the number of animals registered in response to the door knock.
Following 'Registration Blitz' ensure animal registrations, ensure each property with outstanding registrations is audited and infringements issued where relevant.	Annually – September to October	Number of registrations following enforcement. Number of infringements issued.

Objective 2: Education regarding awareness of requirement for Council registration.

Activity	When	Evaluation
Media coverage on value of registration and timing.	Annually - April	Record media used.
Consider media coverage to promote annual 'Registration Blitz'.	Annually – March	Record media used.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

5. NUISANCE

Legislative requirement

Section 68A(2)(c)(vi) of the Act requires the DAMP to:

Outline programs, services and strategies to minimise the potential for dogs and cats to create a nuisance.

This section also addresses clauses 68A(2)(a), (c)(i), (c)(ii), (d) and (f) of the Act.

5.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

❖ No. of reports of domestic animals at large

2013/14: 162
2014/15: 158
2015/16: 139
2016/17: 155
2017/18 167

❖ Animals impounded and returned to owners

2015/16 56
2016/17: 34
2017/18: 41

❖ Number of feral cats captured

2017/18 72

❖ Number of nuisance complaints

2017/18 5

The *Domestic Animals Act 1994* outlines requirements for Council to manage domestic animal nuisance problems.

Strathbogie Shire has developed additional requirements through Community Local Law No 6 to assist with managing potential animal nuisance by:

- limiting the number of dogs and cats that can be kept on a premises without a permit, along with outlining decision making criteria for applications to increase the number of domestic animals on a property (cl 24);
- requiring the removal of animal excrement in public places (cl 30)
- requiring dogs to be on a leash in locations other than rural areas unless in a designated off leash area (cl 31 and 32)
- requiring the provision of adequate fencing for animals to prevent escape (cl 36).

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

5.2 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Ongoing Council programs and initiatives include:

- Community education on responsible ownership relating to how to keep cats and dogs secure on a property when a dog or cat has been reported and caught roaming
- Provision of information around how to report nuisance animal complaints to Council
- Providing information to animal owners on services and programs to assist with animal nuisance issues where complaints have been received
- Clear signage of areas in which dogs are required to be on-leash and areas in which dogs are prohibited.
- Responding to nuisance complaints and following up on compliance within 48 hours.
- Provision of cat cages for trapping nuisance or feral cats.
- Facilitation of mediated outcomes between parties for animal nuisance complaints where practicable.
- Providing the opportunity to return wandering registered animals to owners for first time occurrences and impounding unregistered animals or registered animals when repeat offences occur
- Inclusion of key performance indicators in the Ranger contract around response and resolution of barking complaints.

5.3 WHAT WE WILL DO

Objective 1: Manage the incidents of wandering or feral cats.

Activity	When	Evaluation
Provide Prevention of Cruelty to Animals Act (POCTA) compliant cat cages to local residents for trapping cats trespassing on their property.	Ongoing	Analysis of the number of animals trapped.
Media concerning issues of stray and feral cats.	Twice yearly	Record media.

Objective 2: Manage dog nuisance complaints.

Activity	When	Evaluation
Educate pet owners on measures such as stimulation, socialisation, effective confinement and the appropriate use of anti-bark collars when dealing with nuisance complaints.	Upon receipt of complaint	Record number of nuisance complaints. Record number of complaints successfully resolved by Council intervention.
Media release around how to report nuisance animal complaints.	February 2019	Record media used.
Endeavour to resolve barking dog complaints within a 10 week timeframe.	Ongoing	Percentage of complaints resolved within timeframe.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

Objective 3: Dogs at large complaint resolution.

Activity	When	Evaluation
Return stray animals to owners for first time occurrences, subject to compliance with Domestic Animals Act.	Ongoing	Analyse number of first time offences and if the offence is repeated within 12 months.
Educate pet owners on measures to successfully detain animals within property boundaries when dealing with animal at large complaints.	Upon receipt of complaint	Number of pet owners educated through face to face contact on an annual basis

Objective 4: Provision of dog off leash area.

Activity	When	Evaluation
Investigate the need to nominate a dog off leash area through community consultation.	November 2019	Completion of community consultation around the need for an off leash area. Decision by Council 36 to whether to amend the Local Law to prescribe an off leash area.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

6. DOG ATTACKS

Legislative requirement

Section 68A(2)(c)(iii) of the act requires the DAMP to:

Outline programs, services and strategies to minimise the risk of attacks by dogs on people and animals.

This section also addresses section 68A(2)(a), (c)(i), (c)(ii), (d) and (f) of the Act.

6.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

The *Domestic Animals Act 1994* provides Council with the power to minimise, respond to and manage issues related to dog attacks.

The experience at Strathbogrie Shire has been that most dog attacks to people and other animals occur from dogs at large or dogs not being effectively controlled in public places. The general trend is that the number of attacks are decreasing.

❖ No. of reported dog attacks:

2013/14:	24
2014/15:	24
2015/16:	16
2016/17:	18
2017/18:	21

Our Community Local Law No 6 contains a number of clauses to minimise dog attacks, namely:

- limiting the number of dogs and cats that can be kept on a premises without a permit, along with outlining decision making criteria for applications to increase the number of domestic animals on a property (cl 24);
- requiring dogs to be on a leash in locations other than rural areas unless in a designated off leash area (cl 31 and 32)
- requiring the provision of adequate fencing for animals to prevent escape (cl 36).

6.2 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Ongoing Council programs and initiatives include:

- Encouraging desexing of animals at registration to lower the likelihood of wandering animals.
- Ensuring responding to the notification of a dog attack is the Ranger's highest priority.
- Providing access to an after-hours service for reporting of, and response to, dog attacks
- Inclusion of key performance indicators in the Ranger contract around minimising the incidence of dog attacks.



DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

6.3 WHAT WE WILL DO

Objective 1: Educate the community to minimise dog attacks.

Activity	When	Evaluation
Ensure DJPR (Animal Welfare Victoria) guidelines regarding trespassing dog attacks on stock, in the home and in public places are available on Council's website.	June 2019	Information available on Shire website.
Assist in the promotion of awareness of Animal Welfare Victoria (AWV) programs via Council's website to help manage animal behaviour.	Annually	Information available on Shire website.
Ensure information about responsibilities of owning a declared dog is provided to owners. Ensure information about owning a menacing dog is available on the Shire's website.	June 2019	Information available on Shire website. Information packs provided to owners upon declaration. Information available on Shire website.

Objective 2: Effective responses to prevent and respond to dog attacks.

Activity	When	Evaluation
Actively patrol areas for roaming or unsecure dogs.	Ongoing	Increased visibility of Ranger vehicle and reduction of the number of dogs at large.
Provision of access to an after hours service for the report of dog attacks.	Ongoing	Analyse number of attacks reported via after hours service.
Prioritise investigation into dog attacks above other Ranger duties.	Ongoing	Analyse number of attacks investigated by Ranger and timeframes from report of incident to action by Ranger.
Completion of dog attack investigations within 6 weeks.	Ongoing	Percentage of dog attack investigations completed within timeframe.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

7. DANGEROUS, MENACING AND RESTRICTED BREED DOGS

Legislative requirement

Section 68A(2)(c)(vii) of the Act requires the DAMP to:

Outline programs, services and strategies to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations.

This section also addresses section 68A(2)(a), (c)(i), (c)(ii), (d) and (f) of the Act.

7.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

Dangerous, menacing and restricted breeds of dogs are all controlled by the *Domestic Animals Act 1994*.

There are few declared dogs within the municipality. Two dogs have been declared during 2018/19 following an unprovoked attack on fowl while the dogs were at large.

- ❖ Number of declared dangerous dogs 2018/19: 1
- ❖ No. of declared menacing dogs 2018/19: 8

Our Community Local Law No 6 supports the management of declared dogs through requiring the provision of adequate fencing for animals to prevent escape (cl 36).

7.2 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Ongoing Council programs and initiatives include:

- Providing links to information on the Animal Welfare Victoria website for the community on the types of declared dogs and how they are to be identified
- Providing information to the owners of newly declared dogs regarding their obligations under the Act and Regulations.

7.3 WHAT WE WILL DO

Objective 1: Develop a procedure for declarations that complies with the Act and Regulations.

Activity	When	Evaluation
Development of a procedure to identify roles and responsibilities, along with templates for correspondence regarding declarations.	June 2019	Completion of procedure via Promapp.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

Objective 2 Community awareness of dangerous and menacing dogs.

Activity	When	Evaluation
Educate the community about what constitutes a declared dog via Council's web site.	Ongoing	Ensure information provided on website is always up to date and reflects new requirements and legislation.

Objective 3 Effectively inspect and audit all declared dog premises annually to ensure they are compliant.

Activity	When	Evaluation
Inspect and audit all declared dog premises annually to ensure compliance.	Annually	100% of premises inspected annually. Identified breaches are communicated to dog owner and complied with within 28 days.
Assist all owners of declared dogs to be aware of their obligations under the Act regarding identification and keeping these dogs by providing them with relevant sections of the Act through education provided through the annual inspection.	Annually	Number of information kits provided to owners. Reduction in breaches of Act requirements for declared dogs.

Objective 4 Ensure guard dogs are appropriately registered and housed.

Activity	When	Evaluation
Inspect industrial areas in the municipality for dogs housed or kept for guarding purposes.	Ongoing	Completion of proactive inspections. Declared dog register updated within 7 days as per the Act.



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DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

8. OVERPOPULATION AND HIGH EUTHANASIA

Legislative requirement

Section 65A(2)(c)(iv) of the Act requires the DAMP to:

Outline programs, services and strategies to address any over-population and high euthanasia rates for dogs and cats.

This section also addresses section 68A(2)(a), (c)(i), (c)(ii), (d) and (f) of the Act.

8.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

The Domestic Animals Act 1904 provides guidance and procedures related to euthanasia of domestic animals. Strathbogie Shire aims to return lost animals to owners wherever possible, or rehome animals, with euthanasia being a last resort.

❖ No. of animals euthanased

2013/14:	12
2014/15:	18
2015/16:	15
2016/17:	12
2017/18:	81 including 72 feral cats

Our Community Local Law No 6 contains a number of clauses to minimise overpopulation and euthanasia, namely:

- limiting the number of dogs and cats that can be kept on a premises without a permit, along with outlining decision making criteria for applications to increase the number of domestic animals on a property (cl 24);
- requiring the provision of adequate fencing for animals to prevent escape (cl 36).

8.2 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Ongoing Council programs and initiatives include:

- Promotion of registration and microchipping of domestic cats and dogs over 3 months of age to increase likelihood of return to owners via information on Council's website.
- Community education on responsible ownership relating to how to keep cats and dogs secure on a property when returning roaming animals.
- Community education on detrimental impacts from over population, particularly around the control of feral animals.
- Establishing Section 84Y agreements with appropriate animal agencies/shelters to facilitate rehoming programs. Council has Section 84Y agreements with Strathbogie Veterinary Clinic, Euroa Veterinary Clinic and Victorian Dog Rescue and Resource Group Inc.
- Promotion of rehoming/adoption programs, including waiver of registration fee for the year of registration where animals are rehomed through registered service providers.
- Providing information to the community concerning lost and found animals to promote return and/or rehoming via Council's Facebook Page.
- Provision of cat cages around Nacambie as a means of proactively reducing the number of feral cats in the locality.



DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

8. OVERPOPULATION AND HIGH EUTHANASIA

Legislative requirement

Section 58A(2)(c)(iv) of the Act requires the DAMP to:

Outline programs, services and strategies to address any over-population and high euthanasia rates for dogs and cats.

This section also addresses section 58A(2)(a), (c)(i), (c)(ii), (d) and (f) of the Act.

8.1 CURRENT SITUATION, LOCAL LAWS, COUNCIL POLICIES AND PRACTICE

The Domestic Animals Act 1994 provides guidance and procedures related to euthanasia of domestic animals. Strathbogie Shire aims to return lost animals to owners wherever possible, or rehome animals, with euthanasia being a last resort.

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2013/14: 12
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- Community education on detrimental impacts from over population, particularly around the control of feral animals.
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- Promotion of rehoming/adoption programs, including waiver of registration fee for the year of registration where animals are rehomed through registered service providers.
- Providing information to the community concerning lost and found animals to promote return and/or rehoming via Council's Facebook Page.
- Provision of cat cages around Nagambie as a means of proactively reducing the number of feral cats in the locality.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

8.3 WHAT WE WILL DO

Objective 1: Reduce the number of unwanted animals.

Activity	When	Evaluation
Use media to encourage de-sexing of pets via social media and website.	Twice yearly	Record media used.
Proactively seek to enter S84Y agreements with other agencies to provide opportunities for re-housing and returns and promote via relevant media.	Ongoing	Analysis of data recording number of animals rehoused.
Provide and promote first registration free of charge (i.e. registration fee refunded) if animal adopted from pound or shelter.	Ongoing	Analysis of rehoming trends and take up of free first registration.

Objective 2: Identify and enforce compliance with the Act for illegal breeding establishments within the municipality.

Activity	When	Evaluation
Undertake education campaign to promote awareness about definition of Domestic Animal Breeding establishments and Code Of Practice requirements for businesses via website and social media.	Ongoing	Record media used.
Audit every Domestic Animal Breeding business in line with the Code of Practice.	Annually	Number of audits conducted, and summary of compliance/non compliances.
Enforce compliance with minimum requirements.		Number of non compliances resolved or illegal businesses closed down.

Objective 3: Encourage the reduction of the number of unwanted litters of cats.

Activity	When	Evaluation
Provide a link to "Who's for Cats?" website and promote other educational programs on Council's website and offices.	Ongoing	Availability of information.
Continue to provide cat traps to residents to trap feral or problem cats.	Ongoing	Analyse the number of feral and problem cats trapped and the locations of problem populations.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

9. DOMESTIC ANIMAL BUSINESSES

Legislative requirement

Section 68A(2)(c)(ii) of the Act requires the DAMP to:

Outline programs, services and strategies which the Council intends to pursue in its municipal district to ensure that people comply with this Act, the regulations and any related legislation.

This section also addresses section 68A(2)(a), (c)(i), (d) and (f) of the Act.

9.1 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Under the *Domestic Animals Act 1994*, Domestic Animal Businesses (DABs) include a council pound, dog and/or cat breeding business, dog training establishment, pet shop, animal shelter, an establishment boarding dogs or cats, or an establishment that is rearing dogs or cats.

The table below identifies the number and type of Domestic Animal Business registered in the municipality as at March 2019:

Type of domestic animal business	Number
Breeding facility	1*
Training facility	0
Boarding facility	1*
Pet shop	0
Council pound	1

Note: * the breeding and boarding facility operates from the same premises, so essentially there is one registered domestic animal business within the municipality.

9.2 CURRENT EDUCATION, PROMOTION AND COMPLIANCE ACTIVITIES

Ongoing Council programs and initiatives include:

- Distribution and provision of information related to Domestic Animal Businesses and the relevant codes of practice to operators and owners upon application and renewal.
- Investigation of complaints concerning Domestic Animal Business or unregistered businesses and undertaking appropriate enforcement proceedings.
- Information about how to register a domestic animal business on Council's website
- Inclusion of key performance indicators in the Ranger contract around maximising compliance of domestic animal businesses with regulations and achieving compliance for any illegally operating businesses.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

9.3 OUR PLANS

Objective 1: Identify and register all Domestic Animal Businesses in the municipality.

Activity	When	Evaluation
Undertake an audit of previous applications for domestic animal businesses and confirm whether or not they are continuing to operate and require registration.	July 2019	Completion of audit and record number of registered and unregistered businesses. Record and analyse number of registrations following audit.
Randomly audit domestic animal businesses to ensure ongoing compliance with the Act and Code of Practice.	Ongoing	Number of audits undertaken. Success of enforcement to ensure Act and Code of Practice are complied with.
Investigate advertisements for dog and cat sales.	Ongoing	Number of advertisements investigated. Number of unregistered domestic animal businesses identified. Number of businesses legalised through this process.

Objective 2: Identify and manage all potential excess animal/Domestic Animal Businesses in the municipality.

Activity	When	Evaluation
Proactively identify excess animals and potentially unregistered DABs using animal register and door knocking.	May 2019	Compare number of registered DABs before and after the 'Registration Blitz'.
Monitor Council's registration database for owners with more than 3 fertile females.	Ongoing	Compliance with Local Law and related legislation.
Conduct searches for unregistered domestic animal businesses through internet, media and newspaper advertisements.	Ongoing	Number of unregistered domestic animal businesses identified.

Objective 3: Annual audit of registered domestic animal businesses.

Activity	When	Evaluation
Conduct inspections as part of an annual audit of DABs.	Annually	Completion of annual audits. Report to the Executive Management Team regarding action taken to ensure compliance with the Act and relevant codes of practice.
Ensure compliance with all relevant sections of the Act.	Annually or as required	Report to the Executive Management Team regarding action



DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

		taken to ensure compliance with the Act and relevant codes of practice.
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Objective 4: Effectively ensure compliance of applicable organisation members operating within municipality.

Activity	When	Evaluation
Promptly forward welfare complaints received about members' operations to the relevant applicable organisation.	As required	Time taken to refer welfare complaints to relevant organisation.

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

10. OTHER MATTERS

Legislative requirement

Section 68A(2)(e) of the Act requires the DAMP to:

Provide for the review of any other matters related to the management of dogs and cats in the council's municipal district that it thinks necessary.

Emergency Management and Animal Welfare

8.1 CURRENT SITUATION

The *Domestic Animals Act 1994* allows for the Domestic Animal Management Plan to consider any other matters that may be relevant to domestic animals in the Council's municipal district.

This section focusses specifically on domestic animals in relation to emergency management planning.

Ongoing Council programs and initiatives include:

- Inclusion of domestic animals as a consideration in the Municipal Emergency Response Plan.
- Community education around how to plan for the care of domestic animals in the case of an emergency or evacuation.
- Promotion of registration and micro-chipping of domestic cats and dogs over 3 months of age to increase likelihood of return to owners in case of an emergency.
- Working with other relevant animal welfare agencies to manage domestic animal issues during emergency events.

8.2 OUR PLANS

Objective 1: Inclusion of Animal & Stock Emergency Welfare Plan in Municipal Emergency Response Planning.

Activity	When	Evaluation
Include a Strathbogie Emergency Animal Welfare Plan as part of the Municipal Emergency Management Plan (MEMP).	December 2019	Adoption of Plan as part of the reviewed MEMP
Provision of information on Council's website to assist pet owners plan for what to do with their domestic animals in an emergency.	Ongoing	Ensure content is up to date and comprehensive

DOMESTIC ANIMAL MANAGEMENT PLAN 2017-2021

11. ANNUAL REVIEW OF PLAN AND ANNUAL REPORTING

Under Section 68A(3) of the Act

Every Council must—

- a) *review its domestic animal management plan annually and, if appropriate, amend the plan*
- b) *provide the Secretary, Department of Jobs, Precincts and Regions with a copy of the plan and any amendments to the plan*
- c) *publish an evaluation of its implementation of the plan in its annual report.*

As per this legislative requirement, Council will review its Domestic Animal Management Plan annually to assess whether any amendments are necessary in order to ensure the Plan is relevant and can be completed within the required timeframes.

The annual assessment will focus on:

- **Activities** – the extent to which the Activities were completed and successful
- **Objectives** – the extent to which the Objectives were met by carrying out the Activities.

In the final year of the Plan, Council will undertake a major review and commence drafting of the Domestic Animal Management Plan for 2021 - 2024.



**9.7.2 2017-2021 Shire of Strathbogie Council Plan (2018 Review)
- Second Quarter Report ~ 1 October to 31 December 2018**

Author & Department

Group Manager, Corporate and Community / Corporate and Community Directorate

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

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

Summary

The 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council meeting held on Tuesday 27 June 2017. The 2018 review of the 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council Meeting held on Tuesday 26 June 2018.

The 2018 Review of the 2017-2021 Shire of Strathbogie Council Plan has, in summary:

Eighty-three (83) Actions, comprising -

- > *Goal 1 - To enhance community health and wellbeing*
 - *Plan to improve community health wellbeing and liveability ~ 9 Actions*
 - *Engage and participate with the community in Council / Community initiatives ~ 3 Actions*
 - *Enhance Community resilience, including supporting and increasing the participation of volunteers ~ 5 Actions*
 - *Support and drive community, arts and cultural events ~ 4 Actions*

- > *Goal 2 - To sustainably manage our natural and built environment*
 - *To promote and support sustainable environmental initiatives ~ 7 Actions*
 - *Mitigate and adapt to a changing climate ~ 5 Actions*
 - *Protect and enhance our natural environmental assets ~ 4 Actions*
 - *Protect and enhance our built environment ~ 3 Actions*
 - *Provide efficient and effective waste management ~ 4 Actions*

- > *Goal 3 - To provide quality infrastructure*
 - *Provide best practice management of all assets including roads, bridges and facilities ~ 6 Actions*
 - *Provide passive and active recreational facilities ~ 7 Actions*

- > *Goal 4 - To support and deliver economic development*
 - *Promote and support local business and produce ~ 2 Actions*
 - *Support tourism and business development ~ 7 Actions*
 - *Prove innovative and sustainable land use planning ~ 3 Actions*
 - *Attract new residents ~ 1 Action*
 - *Grow investment and employment opportunities ~ 1 Action*



9.7.2 2017-2021 Shire of Strathbogie Council Plan (2018 Review)
- Second Quarter Report ~ 1 October to 31 December 2018 (cont.)

- > *Goal 5 - To be a high performing Shire*
- *To proactively develop and deliver quality services that achieve high customer satisfaction ~ 1 Action*
 - *Continue to focus on operational efficiencies ~ 5 Actions*
 - *Continue to create a secure investment environment through sound financial management ~ 1 Action*
 - *To be equitable and fair in all decision making processes ~ 2 Actions*
 - *To communicate and engage effectively with our community and key stakeholders ~ 3 Actions*

Of these Actions -

- 40 Actions are listed for completion in 2018/2019
- 2 Actions are listed for completion in the 2018/2019 - 2019/2020 period
- 1 Action is listed for commencement and completion in 2019/2020
- 40 Actions are spread over the remaining term of the Council Plan (2018-2021), with completion by June 2021

Quarterly reports are presented to Council to provide an update on the status of the Actions. The Actions of the Plan have been reviewed and progress updated, and details are provided in the attached report.

RECOMMENDATION

That the report be noted.

75/19 CRS LITTLE/WILLIAMS : That the Recommendation be adopted.

CARRIED

Background

A Council must prepare and approve a Council Plan within the period of 6 months after each general election or by the next 30 June, whichever is later, in accordance with Section 125 of the Local Government Act 1989.

The Council Plan must include the strategic objectives of Council and strategies for achieving those objectives. The Council Plan is prepared in conjunction with the yearly budget to ensure cost implications are considered and accounted for.

At least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan, and make any adjustment it considers necessary to the Council Plan.

This report is for the second quarter (October to December 2018) following the 2018 review of the 2017-2021 Council Plan.

9.7.2 2017-2021 Shire of Strathbogie Council Plan (2018 Review)
- Second Quarter Report ~ 1 October to 31 December 2018 (cont.)

Alternative Options

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

All Council Plan actions are considered during the budget process at the start of the financial year.

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

- Strathbogie Shire Council Plan Progress Report for the October to December 2018 quarter.



COUNCIL PLAN PROGRESS REPORT

Status Indicators Key:

-  In Progress
-  Not Started
-  Completed
-  Under Review
-  On Going

Created: 15 March 2019


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YEAR: 2018-2019


GOAL: 1 To enhance community health and wellbeing

STRATEGY: 1.1 Plan for the improved community health, wellbeing and liveability


ACTION: 1.1.1 Work with Strathbogie Health and Community Services Consortium to deliver relevant projects.

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	40%		Continued working relationships with the 3 bush nursing hospitals, Euroa with the Wellness Centre and Nagambie with the Master Plan for the "Health Hub" are some of the current projects. A delegation visited Canberra to advocate to relevant Members of Parliament in relation to the Wellness Centre.


ACTION: 1.1.2 Work with Euroa Health to investigate project to support increased provision of allied health services

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2019	50%		Wellness Centre for PTSD and associated supported is the current project that is being advocated for. A delegation visited Canberra to advocate to relevant Members of Parliament in relation to the Wellness Centre.

ACTION: 1.1.3 Deliver initiatives which will support the prevention of family violence including achievement of accreditation as a workplace under the White Ribbon Australia Workplace Accreditation Program


Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	30%		<p>Free from Violence Project has commenced. Tracey Reid has been seconded to deliver this project.</p> <p>An initial survey has been undertaken internally as part of the gender analysis of the organisation.</p> <p>Recognition of International Womens Day on Friday 8th March</p> <p>Additional objectives for the project include:</p> <ul style="list-style-type: none"> - conduct a gender analysis and develop Gender Equity Policy - Implement Listen, Learn Lead Program - provide training in bystander action and drivers of family violence - facilitate forum and workshops - undertake research and evaluation <p>Outcomes of the project will result in:</p> <ul style="list-style-type: none"> - embedded practices, clear direction and understanding - culture change and confidence - change in community attitudes toward causes of family violence - community key drivers in primary prevention - evidence of change in attitudes <p>Implement and create awareness around the child safe standards. Training has been rolled out to all staff in the organisation through the learning seat application.</p> <p>Development of the next 3yr implementation plan is in progress but a review of the Child Safe Standards is also presently occurring at the State level</p>

ACTION: 1.1.4 Complete the expansion of the Avenel Pre-School and Maternal and Child Health project


Position(s)	Target Date	% Complete	Status	Comments
Manager Projects	30-Jun-2019	30%		<p>Tender accepted by Council 18 September 2018</p> <p>Construction commenced 28 February 2019</p>



ACTION: 1.1.5 Continue to review and implement priorities from the Walking Tracks and Trails Strategy and Walking Strategy (including but not limited to the Apex WalkingTrack Euroa)

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	30%		With the engagement of a new Economic Development and Project Officer in July, this review is now continuing in collaboration with the Discovery Map Sub-Committee.. Will be presenting to AOC a recommendation to redevelop the Discovery Map Sub Committee into a stand alone Tracks and Trails Committee.

ACTION: 1.1.6 Implement the 2017--2021 Liveability Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	50%		The five priority areas that currently guide our health and wellbeing actions are: <ul style="list-style-type: none"> • Stronger Together • Respectful Relationships • Healthy Lifestyle • Rural environment • Health Systems
Year 2 Annual Action Plan has been developed and is presently being implemented.				

ACTION: 1.1.7 Develop and begin delivering on an implementation plan for Shire-wide Active Spaces Strategy

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	60%	+	<p>Draft Active Spaces Strategy has been renamed to "Play and Recreation Framework for Children" and has been presented to Council.</p> <p>Avenel Skatepark works have been completed. Additional Pick My Project funding obtained that will enable additional works in this space.</p> <p>Concept plans have been developed for a potential skate park in Nagambie at the old Nagambie Croquet club site.</p> <p>Some items identified in the implementation plan have been actioned through some successful community grant applications, such as the Basketball ring for the Euroa Lions Park.</p>

ACTION: 1.1.8 Work with the community to implement provision of dogs off leash areas


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	75%	+	<p>Community consultation has occurred regarding potential locations for a dogs off leash area in Euroa and Nagambie. A report is to be presented to the April Council meeting for consideration.</p>

ACTION: 1.1.9 Review Council's Community Local Law - to reflect contemporary issues including drones, incinerators


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	10%	+	<p>Scoping work commenced</p>

STRATEGY: 1.2 Engage and participate with the community in Council / Community initiatives


ACTION: 1.2.1 Continue to support local community planning processes across the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	85%		<p>The following Community Planning Reference Groups have had their plan endorsed by council:</p> <ul style="list-style-type: none"> Euroa Nagambie Graytown Longwood Avenel Ruffly <p>Strathbogie are undertaking a full revision of their plan this year. Violet Town are currently working on their Community Plan.</p> <p>The following Annual Action Plans have been received and payments have been processed to these groups:</p> <ul style="list-style-type: none"> Graytown Longwood Avenel Ruffly Nagambie Strathbogie <p>Euroa has recently submitted their annual action plan which is presently being assessed. Violet Town Action Group have still not submitted their acquittal from 2017 -2018, reminders have been sent. And they have not submitted an annual action plan for 2018 - 2019. Community Wellbeing staff have been supportive and provided assistance to community members where required..</p> <p>Community Planning Guidelines have been reviewed and will be coming to Council for endorsement shortly before the 2019 - 2020 program commences.</p>

ACTION: 1.2.2 Seek to implement priority projects from Violet Town Action Group Community Plan, Violet Town Recreation Reserve Master Plan and Shadforth Reserve Master Plan


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	30%		The current Shadforth Reserve Master Plan was developed for major equestrian events, which has now ceased to be the main user for the Reserve. Currently waiting on new user groups to become active and provide input for further development. In the interim, Council is currently relocating the Men's Shed to the Shadforth Reserve.
				Violet Town Action Group, from its Community Plan, submits priority projects for Council evaluation within its Capital Works Budget.

ACTION: 1.2.3 Develop Nagambie Lakes Public Parks Precinct Development Plan which includes Nagambie Recreation Reserve, Buckley Park, Jacobsons Outlook, bowl of Lake.

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2019	60%		Funding for Nagambie Recreation Reserve received. New pathway and water from Buckley Park to commence in the new year. Recreation Reserve Building upgrade plans agreed to and Tender has been advertised and closed, water system and seeding of oval quotes have come in over the budget amount. Council to investigate funding options including grants.

STRATEGY: 1.3 Enhance community resilience including supporting and increasing the participation of volunteers

ACTION: 1.3.1 Develop an agreed recognition of our traditional custodians, in partnership with indigenous representative groups

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2019	50%		The CEO of the Taungurung Clan to meet with Council in the coming months.



ACTION: 1.3.2 Host a transport forum with transport service providers to discuss improvements to transport links across the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2019	%	?	<p>Waiting on the outcomes from other area that will have an impact on transport links across the Municipality: -</p> <ul style="list-style-type: none"> ~ Euroa Township Strategy ~ Inland rail project ~ Regional Local Road Investment Plan


ACTION: 1.3.3 Recognise and profile the importance of volunteers in our local community

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%	🔄	<p>Training is being organised to take place in November 2018 for the Visitor Information Centre Volunteers in Nagambie prior to the new VIC opening. This will also be rolled out to the VIC volunteers in Euroa. The VIC will also be recognised with a Strathbogie Shire branded vest and shirt.</p> <p>VIC volunteers are invited to participate in 'famils' of our region and other areas in the GRVT at no cost to themselves. There is also an annual yearly summit that takes place in recognition of their services.</p> <p>Further recognition opportunities are also being investigated for other volunteers (ie. Euroa Cinema).</p> <p>No further development of this action to date.</p>

ACTION: 1.3.4 Continue to support CFA Captain liaison group meetings

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%	🔄	Two meetings held to date.

ACTION: 1.3.5 Implement revised Community Grants program

Position(s)	Target Date	% Complete	Status	Comments
				The 2018 - 2019 Community Grants program update: Facilities and Infrastructure - 14 successful applications Arts Culture and Events - 6 successful applications Active Healthy Communities - 2 successful applications
				Aquittals for these projects are due on the 31st of May 2019. However, if any groups wish to apply for the 19 - 20 Community Grant program they will need to have completed their existing project and acquittal prior to their new application.
Manager Community Wellbeing	30-Jun-2021	90%		Review of Grant Guidelines in preparation for the 2019 - 2020 Community Grant program has occurred and will be coming to Council for endorsement. This included the outline for the 19 - 20 Community Grant program opening closing dates, categories etc. Community information sessions have been scheduled and advertised. New Grant program will open on March 18th 2019.




STRATEGY: 1.4 Support and drive community, arts and cultural events


ACTION: 1.4.1 Develop and implement an equitable Shire wide youth program that focusses on cultural activities and civic participation

Position(s)	Target Date	% Complete	Status	Comments
				Engage Nagambie program is underway. Andy Bell appointed in the role and is actively engaging with the Nagambie community. Nagambie Croquet Club is the New Youth Hub for the Engage program. Upgrade works to this building have been approved and works are commencing. Membership of EVOLVE presently 10 young people aged 12 – 22yrs. Fortnightly meetings being held on Wednesdays this year. Young people representing both Euroa, Nagambie and surrounding townships are on the committee. Committee members take on roles for meetings such as chair and minute taker.
Manager Community Wellbeing	30-Jun-2021	50%	(C)	Following youth events are scheduled for 2019 so far: <ul style="list-style-type: none"> • Nagambie Pool Event – 22nd Feb 4.30pm – 7pm • Euroa Pool Event – 1st March 5.30pm – 8pm • Euroa Secondary College Student Consultation Days – 5th & 7th of March • Youth Politics Camp – 8-10th April – Harrietville • Block Party – either 17-18th April – Glass Square, Nagambie TBC • Care Factor (Victorian Youth Week event)– 24th April – Euroa Secondary College – all day event Term 2 events to be confirmed. Strathbogie Youth Engagement Network meetings which are chaired by the Goulburn Murray Local Learning Employment Network. Strathbogie provides the venue for this meetings. 20+ youth service providers attend these meetings. First meeting for 2019 was held on 6th March 2019.

ACTION: 1.4.2 Develop and prioritise actions from Tourism Arts and Culture Strategy


Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		<p>The Arts & Culture Strategy has been developed with the assistance of a consultant team, and is currently being reviewed in a draft format ready to circulate to the Tourism, Arts & Culture Committee for review.</p> <p>The next phase after initial content review will be format the graphic design of the document, ready for submission to Council and public review prior to being adopted.</p> <p>A review of the content of the draft Arts & Culture Strategy, and consultation and a workshop with the Cultural Development Network (CDN) on 22/01/19 highlighted the need for a revision of the document by the Manager Arts, Culture and Economy to ensure that the six planning principles developed by the CDN are incorporated and ensure that goals and actions are based on evidence which will in turn assist to inform the selection of future activities. The current work that was developed by the contracted consultant did not adequately address this, nor did it appropriately identify appropriate goals and outcomes, therefore more work needs to be undertaken by the Council officer to appropriately develop this strategy.</p>

ACTION: 1.4.3 Investigate provision of an arts hub physical space within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2019	%		<p>This process will start once the Arts & Culture Strategy has been completed and further actions are outlined.</p> <p>As the strategy has still not been completed, this action is still waiting on further direction in order for it to proceed.</p>




ACTION: 1.4.4 Implement artwork on Nagambie Water Tower

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy		30%		Initial quotes have been obtained for the painting of the water tower which were presented to and reviewed by the Tourism, Arts & Culture Advisory Group at their October 2018 meeting. Further discussion has taken place in the February 2019 meeting of the TACAG, with a member of the group taking the lead to contact some local artists to gauge interest. Discussions around the need to have a working group to drive the project and determine the theme/design as well as what types of engagement should occur with the community around this project. Some funding has been provided in the 2018/19 Budget but additional funding needs to be sourced in order to fund the project.

GOAL: 2 To sustainably manage our natural and built environment

STRATEGY: 2.1 To promote and support sustainable environmental initiatives

ACTION: 2.1.1 Prepare a Sustainable Strathbogie 2030 Plan to bring together Council's response to a range of environmental initiatives

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	75%		The draft Sustainable Strathbogie 2030 Plan is to be presented to the March Council meeting for consideration for endorsement for public consultation. A final report will be presented to Council for consideration at the June 2019 meeting.

ACTION: 2.1.2 Continue to support Landcare groups and Catchment Management Networks to target weed and pest animal management on roadsides

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		The Roadside Weed and Pest Program is up to date, 60% of budget expended, with more planned. Officer has attended 6 meetings with Landcare and CMNs, in 2018/19. Letter written to Minister Environment and Local Government regarding review of RWPP.

ACTION: 2.1.3 Investigate opportunities to reduce the use of single use plastics in the Shire

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	20%		This initiative has been included in the draft Sustainable Strathbogrie 2030 Strategy in terms of reducing plastics and non-recyclable waste at events and in the agricultural sector, and will be included in future Action Plans

ACTION: 2.1.4 Support sustainable energy initiatives in the Strathbogrie Shire in conjunction with the Sustainable Development Reference Group

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		Supported Euroa Environment Group minirigid application, and other community battery pilots in remote areas. Included in the SS2030 Strategy as an ongoing action.

ACTION: 2.1.5 As part of Municipal Strategic Statement review, explore opportunities for native vegetation protection overlays on roadsides

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	10%		For action in 2018-2019, Year 2 of PlanCouncil has now completed the Roadside Conservation Plan. The Planning scheme review is currently underway and this action will be incorporated for consideration.

ACTION: 2.1.6 Continue to support the Goulburn Broken Greenhouse Alliance

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		Council continues to support the GBGA and has renewed its membership. Participating in 3 grant funded/ partnership activities that promote economic/environmental efficiencies with energy, carbon inventories, and governance.

ACTION: 2.1.7 Seek funding to develop a Business Case for Rural Sustainability Foundation

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	%	X	Funding application from New Energy Jobs Fund unsuccessful.

STRATEGY: 2.2 Mitigate and adapt to a changing climate


ACTION: 2.2.1 Review Council's Climate Adaptation Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	80%	+	An initial review of the 2011 Strengthening Strathbogie Climate Change Report has been undertaken, noting each recommendation and where Council sits in terms of acting on same. Each assessed recommendation was integrated into the draft Sustainable Strathbogie 2030 Strategy as Action 1.07 " Update and extend the 2011 'Strengthening Strathbogie Climate Change Report' as a 2030 Resilience Plan, including a costed action plan, integration into Council Plan and Budgets, impacts to cultural heritage, and integration into contemporary regional plans and tools, alongside an evaluation/ future-proof of all Council policy and infrastructure in the context of a future medium-high global emissions scenario." The full Resilience Plan will act as a sister document of Sustainable Strathbogie 2030, and will require expert input. It is slated to occur in 2019/20. This recommendation is to be consulted on as part of the full Sustainable Strathbogie 2030 strategy, then will go to Council for endorsement.


ACTION: 2.2.2 Support regional flood mitigation strategies to achieve flood mapping for townships

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2021	10%	↻	Regional floodplain Study completed by CMA and they are now working toward having the amendment documentation prepared for the Planning Scheme Amendment to implement new mapping.


ACTION: 2.2.3 Hold a flood mitigation / drainage update meeting in Violet Town to form a consensus on future actions

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	30%		Awaiting on completion of drainage works programmed for 2018/19 budget and on flood investigation programs prior to meeting being arranged.

ACTION: 2.2.4 Include urban forestry into urban design frameworks to increase the shaded environment of our townships

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	20%		Discussion regarding the Urban Forest Strategy has been commenced from Council's works department in consultation with the sustainable development reference group. A communication plan will be developed for a pilot program in due course with Strategy Work to commence shortly after - Contact Matt Fraser or Acting position

ACTION: 2.2.5 Develop a program to provide incentives for improved farm management through use of whole farm plans, mitigation of effects of climate change

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	70%		Council has partnered with the Arboretum, Landcare and CMN February - June 2019 to assist with the new Healthy Hectares course for small lot landowners new to the municipality.


STRATEGY: 2.3 Protect and enhance our natural environmental assets

ACTION: 2.3.1 Adopt and implement Council's Tree Management Plan


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	90%		Council adopted the Tree Policy in June 2018. Tree Management Guidelines are being reviewed.




ACTION: 2.3.2 Seek advice on best practice techniques including weed management, neighbourhood safer places and fire emergency planning – Municipal Fire Management Planning Committee

Position(s)	Target Date	% Complete	Status	Comments
Municipal Emergency Manager	30-Jun-2021	25%		Ongoing discussions with CFA Vegetation Officer, MFMPCC and our Team Leader Climate Change & Environment, Carole Hammond. Progress is being made on the best practice in roadside weed and fuel management. All Neighbourhood Safer Places have now been renamed, Place of Last Resort (PLR). All PLRs have been reviewed with the Euroa PLR moved for the Shell Service Centre to Kirkland Avenue.

ACTION: 2.3.3 Investigate controls to preserve landscapes as part of Municipal Strategic Statement review


Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	10%		Highlighted for consideration as part of Planning Scheme Review

ACTION: 2.3.4 Continue to assist new land owners in land management through New Residents booklet, website and other means

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		Content was placed on the website under "Environment" and various areas to assist new landowners. Council has partnered with the Arboretum, Landcare and CMN Feb - June 2019 to assist with the new Healthy Hectares course for small lot landowners new to the municipality.

STRATEGY: 2.4 Protect and enhance our built environment

ACTION: 2.4.1 Implement priority actions from the Stormwater Management Plan


Position(s)	Target Date	% Complete	Status	Comments
				Council has allocated funding to the identified storm water management projects within the 2018/19 capital works budget.
				Allocation of resources to undertake the required project management, designs and construction of the projects has been completed.
				The drainage design for Boundary Road South is progressing.
				The following works to commence construction shortly: -
Manager Infrastructure	30-Jun-2021	40%		~ Atkins Street Drainage Improvement Works, Euroa ~ Murray Street, Violet Town ~ Lily Street, Violet Town ~ Primrose, Street Violet Town
				Successful in receiving funding for the Castle Creek flood protection works, Euroa
				In light of being unsuccessful in obtaining grant funding for the Nagambie Industrial Estate, will be commencing to progress the Nagambie Industrial Area Scoping & Drainage specifications.



ACTION: 2.4.2 Identify priority areas for additional street lighting and opportunities to implement additional street lighting


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	40%		Requests for additional street lighting considered on ongoing basis (no current budget for implementation). Township study to be implemented to determine current and desired levels of lighting and establish a street lighting program. Collection of data on existing infrastructure has commenced and the review of street lighting design requirements. Draft Street Lighting Policy has been completed, just waiting on meeting with AusNet Services to discuss best practice management for the provision of public lighting.

ACTION: 2.4.3 Implement prioritized improvements to playgrounds


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	35%		Playground Safety Audit was undertaken during May 2017. Improvements to existing playgrounds have been prioritised based on the condition assessments and Non Compliance/Faults Identified within the report. Renewal works are progressing.

STRATEGY: 2.5 Provide efficient and effective waste management programs


ACTION: 2.5.1 Develop and implement a new Waste Management Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	80%		This action has been included in the draft Strathbogie Waste and Resource Recovery Strategy which is going out for public consultation during March / April 2019. Future opportunities to be investigated as they arise

ACTION: 2.5.2 Continue to monitor, investigate, implement improvements and / or the extension of the waste service

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	80%		This action has been included in the draft Strathbogrie Waste and Resource Recovery Strategy which is going out for public consultation during March / April 2019. Future opportunities to be investigated as they arise.

ACTION: 2.5.3 Promote reduce, recycle and recover / reuse through education programs / resources in conjunction with service providers including support for programs such as Boomerang bags

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	30%		A Waste Education Officer has been employed by the Goulburn Valley Waste and Resource Recovery Group. These opportunities will be discussed and included as the role progresses.

ACTION: 2.5.4 Work with Goulburn-Murray Water to review and implement improved waste collection techniques on our waterways

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	10%		A meeting is to be held with GMW in April to discuss opportunities for future consideration. Sustainable Strathbogrie 2030 action 3.08 is to engage specialist consultants to develop a Stormwater Infrastructure Database and best practice audit, measurement and maintenance regime so Council can identify opportunities, challenges, and tailor our future approach to Water Sensitive Urban Design (WSUD) implementation (19/20 imp). This will enormously assist with identifying waste flows before they hit our waterways.



GOAL: 3 To provide quality infrastructure

STRATEGY: 3.1 Provide best practice management of all assets including roads, bridges and facilities


ACTION: 3.1.1 Investigate and implement asset rationalisation

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	30%	✓	Access to spatial data obtained. Next step is to identify candidate properties


ACTION: 3.1.2 Investigate options in consultation with the community for footpaths, kerb and channelling and parking at the east end of Bank Street, Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2019	100%	✓	Community consultation on the concept design has been completed and the feedback collated to be incorporated within the detailed design. The design will be completed during the 2018/19 financial year with construction estimate presented for Council consideration within the 2019/20 financial year.


ACTION: 3.1.3 Target major capital works projects to seek government funding to reduce Council's costs

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	75%		Projects that meet funding program criteria continue to be submitted for consideration. In 2018/2019, Council has been successful in obtaining grant funding from the TAC Local Government Infrastructure Grant for pedestrian safety measures at the Scobie/Anderson/Mansfield Road intersection in Euroa, the Fixing Country Roads Program Round 1 (100% State Government funding) for the rehabilitation of Zanelli, Coombs and Moorbool Roads across the Shire and funding from the Natural Disaster Relief Fund for flood mitigation works on Castle Creek in Euroa. Council is now applying for Round 2 of the Fixing Country Roads program and other opportunities as they arise.

ACTION: 3.1.4 Ensure parking precinct plans for Euroa and Nagambie are included in urban design frameworks

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2021	10%		This will be identified as part of further work for consideration within the review of the Planning Scheme as a action when reviewing the Nagambie Growth Management Plan. The Euroa Township Plan has commenced and the Issues and Opportunities Report has identified that Euroa currently has sufficient parking and it is more about formalising the current arrangements.

ACTION: 3.1.5 Develop terms of reference for a Roads and Roadside Advisory Committee

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	100%		Terms and conditions adopted by Council with Roads Advisory Group appointed in October 2018.


ACTION: 3.1.6 Undertake condition assessment of public toilets and develop a strategy for progressive improvement - including but not limited to Violet Town, Avenel, Graytown

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	60%		Works continue with Violet Town Toilet to be replaced in 2018/2019. Other toilets to be considered.




STRATEGY: 3.2 Provide passive and active recreational facilities

ACTION: 3.2.1 Investigate and consult in relation to providing link bridges from the Friendlies Reserve to Memorial Oval and Rockies over the Seven Creeks and over Hughes Creek between Kent Street and Watson Street in Avenel.

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	45%		For the Friendlies and Hughes Creek link bridges, consultants have been awarded the design of the bridges and are currently in discussion with the Goulburn Broken Catchment Management Authority to determine if a low level bridge is acceptable and what design measures are required to ensure that there will be no upstream affects during floods. Concept designs will be issued to Council for comments in the near future, prior to undertaking community consultation.

ACTION: 3.2.2 Continue to investigate funding opportunities for female change facilities at Euroa Memorial Oval

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2019	60%		Opportunities exist for funding opportunities in the following programs with Sports Recreation Victoria: - SRV Country Football and Netball Program - SRV Female Friendly Facilities Fund Discussions took place with the Memorial Oval Committee on Wednesday 19 September in relation to these opportunities and the necessity for the Committee to review the guidelines of these documents and put together a feasibility study. It was discussed with the committee that this study/plan needs to ensure it incorporates all the required elements of female friendly design where practicable in order to have the best chance of achieving funding. No further action has been taken by the Memorial Oval in the development of the opportunities as discussed. There has been no further announcement made in relation to SRV funding opportunities.

ACTION: 3.2.3 Ensure that the Seven Creeks Master Plan is used as a reference document in the Euroa Growth Strategy

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2019	60%	+	The Euroa Township Strategy has recently completed consultation on the issues and Opportunities Report and all information has been compiled. A draft Strategy will be developed and in due course be presented to Council for discussion before being put out or comment.

ACTION: 3.2.4 Prioritise and implement the outcomes of the Community Pools Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	30%	+	Waiting on Council adoption of Strategy prior to continuing.

ACTION: 3.2.5 In partnership with the community support the priorities of the Nagambie Recreation Reserve Master Plan

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	50%	+	Tenders for the renovations of the Nagambie Pavilion and irrigation system are currently being considered by Council.

ACTION: 3.2.6 Work with Friendlies Reserve Committee of Management to identify future funding models for upgrades

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	40%	+	Work has commenced on renovation of the oval to be completed this financial year. Other opportunities to be discussed and agreed.


ACTION: 3.2.7 Seek Stage 2 funding for Stage 2 boardwalk Seven Creeks Park

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2019	25%	+	Stage One is programmed to be finalised in 2018/2019. A budget bid for Stage Two is to be submitted for consideration in the 2019/2020 budget.


GOAL: 4 To support and drive economic development

STRATEGY: 4.1 Promote and support local business and produce

ACTION: 4.1.1 Encourage local produce sales in towns throughout the Shire


Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		The development of the Food, Fibre and Flowers brochure has initiated this process. With the appointment of an Economic Development and Projects Officer in July, this action will be further explored in the Economic Development Mast Plan. Research is also being done on the advent of Agri-Tourism and ways of leveraging this new and emerging market.
				The review of the Economic Masterplan is still underway, no further progress has been made on this action at this time.

ACTION: 4.1.2 Develop a Digital Business Transformation Strategy


Position(s)	Target Date	% Complete	Status	Comments
Manager Digital Innovation and Technology	30-Jun-2019	%		Information and Communication Technology Strategy will provide input and direction into Digital Business Transformation Strategy

STRATEGY: 4.2 Support tourism and business development

ACTION: 4.2.1 Develop options to facilitate camping at appropriate locations within the Shire


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2019	30%		Council is looking at piloting Longwood Recreation Reserve and look maybe trialling the Reserve as a trial camping site. Have to look at other neighbouring Council's similar facilities and operations (like the Benalla Showground Committee) and see how it works - competition Vs best value. Also have to look at provision of water and electricity amenities, management arrangements (including maintenance and who collects any entry fees), bush fire overlay management, signage (allow or not allow), RV's with amenities and what other alternative are available. Once this spec is complete, Council will meet with Longwood Recreation Reserve Committee and will go through the proposal with them and maybe ask for their feedback before progressing it for Council approval.

ACTION: 4.2.2 Partner with business groups to develop support programs


Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2019	50%		With the appointment of an Economic Development and Projects Officer in July, one of their first objectives was to generate interest and support in reinstating Business Enterprise Euroa (BEE). This was achieved in September 2018, and BEE have reformed and are currently in the process of becoming a Chamber of Commerce Work is also being done with them to encourage and build a new membership base, and discuss options for support programs that me be needed. The next phase will be to review business groups in other towns within the Shire to see what assistance may be required and what programs may need to be supported or developed. Further liaison with the two active business groups is being undertaken by the Economic Development Officer.




ACTION: 4.2.3 Promote Graytown and other smaller communities through an increased presence on the Stathbogie Shire website and the investigation of interpretive signs and historical information

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	10%		Working group commenced to discuss new website and content. Investigation into Interpretive signs not commenced. Signage policy is currently being developed which may assist with the second part of action.


ACTION: 4.2.4 Seek funding and support from Federal and State Governments to implement Nagambie Infrastructure Development Business Case

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	60%		Mayor and CEO led a delegation to Parliament House Canberra to advocate for projects at Nagambie, ARTC Issues, Wellness Centre to name a few.


ACTION: 4.2.5 Develop Communications Plan for events in the Shire

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	100%		"What's on" program is being used as the comms plan for events which is updated monthly on social media and Website. Posters are also updated and put around townships.

ACTION: 4.2.6 Develop a Policy on town entry and roadside signage


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2019	75%		Currently reviewing the design for a standard township entry sign for adoption by Council. Continuing discussions with the community. Council has allocated funding within the 2018/19 Capital Works Budget to complete the project. Draft Boundary, Town Entry and District Signage Policy has been prepared and is currently being reviewed by the working group prior to submitting to Council for approval.

ACTION: 4.2.7 Assess options for involvement in regional tourism


Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2019	50%		Currently working with Goulburn Valley Regional Tourism (GRVT) to further develop opportunities to showcase both Strathbogrie Shire and the broader region. Also developing some training opportunities with them for volunteers at the Visitor Information Centres and for those who undertake events within the Shire. The Manager Arts, Culture and Economy, recently attended a conference in Bendigo relating to Regional Tourism which was very informative. The same officer along with the Mayor and CEO attend the Victorian Tourism Industry Council (VTIC) forum where Regional Tourism was highlighted and talks by both Visit Victoria and Tourism Australia were given.

STRATEGY: 4.3 Provide innovative and sustainable land use planning

ACTION: 4.3.1 Review rural land strategy and have these outcomes included into the Municipal Strategic Statement

Position(s)	Target Date	% Complete	Status	Comments
Manager Planning & Investment	30-Jun-2020	%		

ACTION: 4.3.2 Review, in conjunction with the community, to identify options for Cowslip Street, Violet Town - footpaths, roads, and kerb and channel works, similar to works identified for Bank Street, Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2019	45%		Conducted research into the Violet Town Development Plan (2010), which was conducted by Council and Planning Consultants. Reviewed all supporting documentation (e.g. Bicycle Walking Path Strategy) Working with the Strategic Planner to organise and undertake community consultation on the streetscape.



ACTION: 4.3.3 Incorporate Gaming Policy Statement into the Planning Scheme

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	95%		Gaming Policy Statement, Planning Scheme Amendment C78 has been approved by the Minister. Awaiting final gazettal.


STRATEGY: 4.4 Attract new residents

ACTION: 4.4.1 Promote a rating package to attract new residents to the Strathbogie Shire

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Review planned for 2019/20.

STRATEGY: 4.5 Grow investment and employment opportunities


ACTION: 4.5.1 Review, update and resource the Economic Development Master Plan and implement priority actions

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	70%		EDMP review almost complete

GOAL: 5 To be a high performing Shire


STRATEGY: 5.1 To proactively develop and deliver quality services that achieve high customer satisfaction

ACTION: 5.1.1 Continue to enhance customer experiences through ongoing development of customer relationship management system


Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	40%		The new customer relationship management system is being utilised internally by staff. Council and customer portals are being tested and configured and have been held up by the new "firewall" installation. At the Ordinary February Meeting of Council, it was decided not to continue with "The Customer Service Reference Group" due to lack of applications from the public. Two people who applied were thanked by Council for their application. The staff will now continue to monitor and review internal processes around customer interactions under direction from Council.

STRATEGY: 5.2 Continue to focus on operational efficiencies

ACTION: 5.2.1 Continue the service plan process to assist decision making and identify service enhancements


Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	60%		Service Plans and Workforce Strategy being reviewed.

ACTION: 5.2.2 Continue to explore opportunities through the Shared Services Alliance (Goulburn Valley Regional Collaborative Alliance)


Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	80%		Ongoing discussions with current participating Councils and also other interested Council partners. The main projects currently active are; procurement, disaster recovery and Goulburn Valley Funding Finder. In addition, Council is part of an application for Federal funding for collaboration initiatives (feasibility studies) between a number of the Hume Region municipalities.




ACTION: 5.2.3 Corporate Planning - Conduct an organisation wide cultural change / innovation program that promotes a "can do philosophy", continuous improvement processes, culture of collaboration and a willingness to embrace positive change

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Workforce plan being reviewed which will include a Staff Survey. Community Satisfaction Survey currently being conducted by the State Government.

ACTION: 5.2.4 Prioritise outcomes of ICT strategy


Position(s)	Target Date	% Complete	Status	Comments
Manager Digital Innovation and Technology	30-Jun-2019	95%		ICT strategy has been drafted, looking to present to Council meeting in April for adoption.

ACTION: 5.2.5 Link results of Community Satisfaction Survey to Council Plan actions

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	60%		The community satisfaction survey is currently being conducted, whilst only a small part of the community surveyed (400) will act a basis when dealing with actions under the Council Plan, for example customer service and responding to the community in a timely manner, project working groups that include senior staff, regular reporting back to council on activities, zero to one road program, reporting on advocacy activities.


STRATEGY: 5.3 Continue to create a secure investment environment through sound financial management

ACTION: 5.3.1 Review Procurement Policy and Guidelines


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Procurement Policy was reviewed and endorsed by Council at its June 2018 Council meeting. Procurement Guidelines are to go to EMT, then to AOC and Council for approval.

STRATEGY: 5.4 To be equitable and fair in all decision making processes

ACTION: 5.4.1 Ensure strategies are developed in conjunction with key stakeholders on a regional basis


Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Continued working relationships through the North East Local Government Network, Alliance and Mayors and CEO's meetings ensure when dealing with strategies such as waste, roads and better regions funds we develop them noting the regional importance. Currently reviewing the Hume Regional Strategy with Hume RDA.

ACTION: 5.4.2 Promote open and transparent reporting of Council decision making including Know Your Council Data


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Completed for 2017/18 and submitted to Local Government Victoria for publishing .

STRATEGY: 5.5 To communicate and engage effectively with our community and key stakeholders

ACTION: 5.5.1 Review Communications and Engagement Strategy in line with pending changes to Local Government Act

Position(s)	Target Date	% Complete	Status	Comments
Director Innovation & Performance / Deputy CEO	30-Jun-2019	70%		The draft Communications and Engagement Strategy has been compiled for Council input after a workshop held last quarter. To be finalised by 30 June 2019.

ACTION: 5.5.2 Work with local business associations to develop a Shire-wide skills bank that values and recognises local knowledge

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	10%		This action is scheduled for 2019-2020. No action has been undertaken at this time. The Economic Development Officer is doing some work on developing a Local Procurement Policy which links in with this action item.



ACTION: 5.5.3 Actively seek partnerships to achieve our Council Plan

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		This is on going.

9.7.3 Sponsorship Program and Guidelines

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

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.

These are the amended guidelines being presented to Council.

RECOMMENDATION

1. That, as per the recommendation from the February Ordinary Council meeting, the amended Sponsorship Program Guidelines be tabled at the Council meeting for noting.
2. That Council endorses the amended Sponsorship Program and associated Guidelines, and that all previous references to sponsorship in other policy documents are updated to reflect these endorsed Guidelines.

CRS STOTHERS/BOWER -

Amendment:

1. That Council endorses the amended 2019/20 Sponsorship Program and associated Guidelines, with the following amendments:-
 - That under the IMPORTANT THINGS YOU NEED TO KNOW BEFORE YOU START heading, the second last dot point is amended to read "These guidelines will apply to sponsorship requests of and above \$1,000 and up to \$10,000"; and
 - That this dot point is elevated to a more prominent position in the document.
2. That all previous references to sponsorship in other policy documents are updated to reflect these endorsed Guidelines.

76/19

ON BEING PUT, THE AMENDMENT BECAME THE MOTION

77/19

ON BEING PUT, THE MOTION WAS CARRIED

9.7.3 Sponsorship Program and Guidelines (cont.)

Cr Mason called for a division

For the Motion

Cr McClaren
Cr Little
Cr Bower
Cr Stothers
Cr Thomson

Against the Motion

Cr Mason
Cr Williams

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

2019-2020

Sponsorship Program

Guidelines

Online applications can be lodged at

Insert link once adopted

Address:
109A Binney St, Euroa
PO Box 177, Euroa 3666
www.strathbogie.vic.gov.au
info@strathbogie.vic.gov.au



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

IMPORTANT THINGS YOU NEED TO KNOW BEFORE YOU START

- Read the Guidelines carefully. It is important to have a full understanding of the Guidelines before you start completing the online application.
- The term '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.
- 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 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.
- These guidelines will apply to sponsorship requests of and above \$1,000 and up to \$10,000, and where 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.

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. 1. an incorporated not for profit community group, organisation or club or
 2. 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.

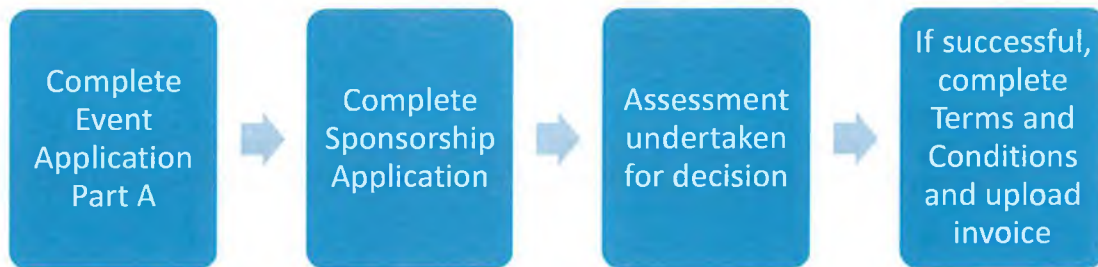
6. Funding conditions

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 Councilor/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 by 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

- 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.**



ASSESSMENT

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 Draft Sustainable Strathbogie 2030 Strategy and Community Consultation Plan

Author & Department

Team Leader Climate Change and Environment, Community Assets Directorate

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

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

Summary

Included is the recommendations relating to the presentation of the draft Sustainable Strathbogie 2030 Strategy for community consultation and feedback.

RECOMMENDATION

That Council endorse the draft Sustainable Strathbogie 2030 Strategy for presentation to the community in order to receive feedback.

78/19 CRS BOWER/THOMSON : That the Recommendation be adopted.

CARRIED

Background

- The draft SS2030 has largely been completed and written up, but awaits finalisation of community input and feedback.
- The draft SS2030 Strategy is a major strategy for Council focussed on the economic, environmental and social wellbeing of the shire, and has a focus on environmental and climate action, and the positive programmes and projects community and council can undertake together over the next decade.
- Community are included as part of the SDRG who have been consulted on this prior to release for formal community consultation. The outcomes are designed to assist Council and community to navigate rapid transitions in utilities, transport, weather, and economy, and to retain what they value about their biodiversity and lifestyle.
- Consultation will be a mix of an online survey (with a prize to encourage participation), receipt of written submissions, face to face feedback via workshops (final dates tbc).

Alternative options

All options have been considered and recommended to Council.

Risk Management

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

9.7.4 Draft Sustainable Strathbogie 2030 Strategy and Community Consultation Plan (cont.)

Strategic links - policy implications and relevance to Council Plan

The author of this report considers that Sustainable Strathbogie 2030 will be a key strategic planning document for Council over the next decade, and its contents directly linked to a number of key Council strategies, particularly the Council Plan. Community consultation is critical to its finalisation.

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 author considers that the recommendations will lead to positive economic outcomes for Council and the broader community.

Environmental/Amenity implications

The author considers that the recommendations will lead to positive environmental and amenity outcomes for Council and the broader community.

Community implications

The author considers that the recommendations will offer 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

Broad community consultation will be undertaken. Internal council and contractor stakeholders, the Sustainable Development Reference Group, statutory and government stakeholders, business and environment groups, agricultural stakeholders and other local industry and interest groups will all be sought for feedback.

Attachments

- Consultation opportunities: Sustainable Strathbogie 2030 Strategy

CONSULTATION OPPORTUNITIES: SUSTAINABLE STRATHBOGIE 2030

Round two consultation	Dates and details
Online release of draft Strategy for public comment	March 2019, exact date TBA
Survey - online	Local residents survey –March 2019 TBA
Release of hard copies of draft Strategy for public comment	<p>Hard copies of the draft Strategy will be available for viewing and comment at Council offices. Exact dates TBA.</p> <p>Strathbogie Shire Council Office, Binney St, Euroa Visitor Information Centre, Nagambie. Violet Town café Avenel</p>
Meetings and/or drop-in sessions for discussion of draft Strategy	<p>Sessions will be held in the following towns for community to provide feedback on the draft Strategy:</p> <p>Euroa Nagambie Avenel Violet Town Strathbogie</p> <p>Exact dates, times and locations TBA.</p>
Round one consultation	Dates and details
Council internal and contractor stakeholders	COMPLETE – Oct – Dec 2018
Sustainable Development Reference Group	COMPLETE - Dec 2018

Goulburn Broken regional statutory and government stakeholders	IN PROGRESS – interviews and consults are almost complete.
Strathbogie Shire business and environment groups	IN PROGRESS Interviews and meetings are almost complete. We are trying to meet with all groups in person, but may not be able to see everyone. If you would like to provide one-on-one feedback, either with Council staff or confidentially please contact Carole Hammond on 5794 0000 before 26 April, 2019.
Strathbogie Shire agricultural stakeholders	IN PROGRESS Interviews and meetings are almost complete. We are trying to meet with all groups in person, but may not be able to see everyone. If you would like to provide one-on-one feedback, either with Council staff or confidentially please contact Carole Hammond on 5794 0000 before 26 April, 2019.
Other local industry and interest groups	IN PROGRESS Interviews and meetings are almost complete. We are trying to meet with all groups in person, but may not be able to see everyone. If you would like to provide one-on-one feedback, either with Council staff or confidentially please contact Carole Hammond on 5794 0000 before 26 April, 2019.

9.7.5 Community Planning 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 Planning Program Guidelines are presented for endorsement by Council. The minor changes made to these guidelines are intended to bring them more in line with the Community Grant Guidelines.

RECOMMENDATION

That Council endorses the amended 2019-2020 Community Planning Program Guidelines.

79/19 CRS THOMSON/BOWER : That the Recommendation be adopted.

CARRIED

Background

The 2019-2020 Community Planning Program Guidelines are presented in preparation for endorsement by Council.

The transition to SmartyGrants has been received well by the Community Planning Reference Groups. In 2017/18 Council received applications for funding from the eight Action Groups and received acquittals from each of the groups other than Violet Town. In 2018/19 Council has received applications for funding from Avenel, Graytown, Strathbogie, Ruffy, Nagambie, Longwood and Euroa Action Groups. The Violet Town Action Group is yet to submit their application for funding. Council has not received any acquittals for the 2018/19 round.

New Community Plans have been endorsed by Council for Avenel, Euroa, Longwood, Graytown, Nagambie and Ruffy. Strathbogie provide a revised version of their Community Plan in 2018 however will develop a new Community Plan in 2019. Violet Town is currently in the final stages of developing their new plan.

Minimal changes have been made to the Guidelines however the following are highlighted:

- The original Guidelines stated that Community Planning Reference Groups were required to submit their annual action plan as a separate document to the funding application form. However, the annual action plan forms part of the SmartyGrants application form. See revised clause 2.3.

9.7.5 Community Planning Program Guidelines 2019-2020 (cont.)

- The title of Clause 3.1 has been changed from “Who can apply?” to “Funding Conditions”. Additional conditions have been included to provide further detail and clarity of expectation for applicants, consistent with Community Grants conditions. See below.

3.1 Funding conditions

To receive ...

- the project(s) must be based in the Strathbogie Shire;
 - enter into a funding agreement and adhere to the conditions of the agreement;
 - return any unspent funds at the completion of the project(s) or the end of the agreement unless prior approval has been obtained from Council to expend or carry over the funds;
 - complete a project plan and obtain all necessary permits, compliance requirements as deemed necessary for your project(s);
 - inform Council officers of changes to key project contact details, including telephone number, email or postal address;
 - outstanding acquittals must be submitted prior to further funding being released;
 - invite Council officers and Ward Councillor(s) to any project launch if applicable; and
 - acknowledge Council’s contribution in all public and promotional materials.
- The following sentence has been removed from clause 3.3:
“In 2017/2018 existing levels of funding will be maintained”.
 - The following condition has been included (consistent with Community Grants conditions) in clause 3.4:
 - ensure any outstanding acquittals are submitted by 30 June 2019 (or other date as agreed to by Council). Applications for 2019/2020 Community Planning Program funding will not be assessed until the acquittal is received or confirmation of other agreed date by Council is received.
 - Under clause 3.5, the wording has been amended to advise Community Planning Reference Groups that invoices are uploaded in the Terms and Conditions via the SmartyGrants portal.

Alternative Options

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



9.7.5 Community Planning Program Guidelines 2019-2020 (cont.)

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan, in particular, aligning with:

Goal 1: To enhance community health and wellbeing

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

Key Strategy: Continue to support local community planning processes across the Shire

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 action 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 sessions will be advertised on Council's website, Facebook page and through local newspapers.

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 Planning Program Guidelines.



Strathbogie *shire*

COMMUNITY PLANNING PROGRAM GUIDELINES

March 2019



Strathbogie Shire Council
Community Planning Program Guidelines

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Strathbogie Shire Council **Community Planning Program Guidelines**

INTRODUCTION

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

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

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

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

1. COMMUNITY

1.1. Community Planning Reference Groups*

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

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

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

The key responsibility of the Community Planning Reference Group is to provide feedback and advice to Council on the following objectives:

- Represent the community through a democratic process of open community planning sessions and the development of a Community Plan.
- Implement actions which are identified in the Community Plan which strengthen and develop communities.



- Advocate on behalf of the community to other government agencies for appropriate funding for initiatives identified by communities.
- Balancing the present and future interests of all Shire residents and visitors.

1.2. Council

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

Council has undertaken the following commitments to:

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

2. PLANNING

2.1. Community Planning

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

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

If your Community Planning Reference Group requires assistance with community consultation strategies please contact Council for assistance.

2.2. The Community Plan

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

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

2.3. The Annual Action Plan

Given that the Community Plan is developed every four years, Council requires Community Planning Reference Groups to summarise the projects to be undertaken in each year in the SmartyGrants online application form. This provides a focus for the year's projects and highlights the activities and events on which funding will be spent.

3. FUNDING

3.1. Funding conditions

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

- have a Council endorsed and supported Community Plan for their community;
- undertake a project that is detailed or prioritised within the community plan;
- the project(s) must be based in the Strathbogie Shire;
- enter into a funding agreement and adhere to the conditions of the agreement;
- return any unspent funds at the completion of the project(s) or the end of the agreement unless prior approval has been obtained to expend or carry over the funds;
- complete a project plan and obtain all necessary permits, compliance requirements as deemed necessary for your project(s);
- inform Council officers of changes to key project contact details, including telephone number, email or postal address;
- outstanding acquittals must be submitted prior to further funding being released;
- invite Council officers and Ward Councillor(s) to any project launch if applicable; and
- acknowledge Council in all public and promotional materials.

3.2. How may the funds be used?

Community Planning Program funding may be used for the following:

- undertaking a prioritised project(s) or initiative from the Annual Action Plan;
- up to \$1,000 per annum for administration costs;
- up to \$1,000 per annum for township Christmas decorations;
- funds may also be used for the community engagement activities undertaken when reviewing the Community Plan; and/or
- allocations may be used as seed funding for State and Federal Government grants and may be held by Community Planning Reference Groups for a maximum period of two years.

Funds **cannot** be used for any other organisation's ongoing maintenance expenses, including salaries, telephone, electricity etc .

3.3. Allocation of funds

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

In addition:

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

3.4. Application for funding

All applications for funding must be completed online through the SmartyGrants portal on our website (www.strathbogie.vic.gov.au).

To apply for funding:

- complete the application online and include all attachments requested;
- applications must be received by Council by the specified date in the notification email; and
- ensure any outstanding acquittals are submitted by 30 June 2019 (or other date as agreed to by Council). Applications for 2019/2020 Community Planning Program funding will not be assessed until the acquittal is received or confirmation of other agreed date by Council is received.

3.5. Approval process

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



The Chairperson of the Community Planning Reference Group will be required to submit via the SmartyGrant portal the Terms and Conditions, together with a tax invoice (inclusive of GST) for their allocation within 30 days of receipt of notification letter.

4. REPORTING

4.1 Acquittal report

The Community Planning Reference Group shall submit an Acquittal Report for inclusion in the Council's Annual Report. This report includes a summary of all the projects partially or fully completed for that year.

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

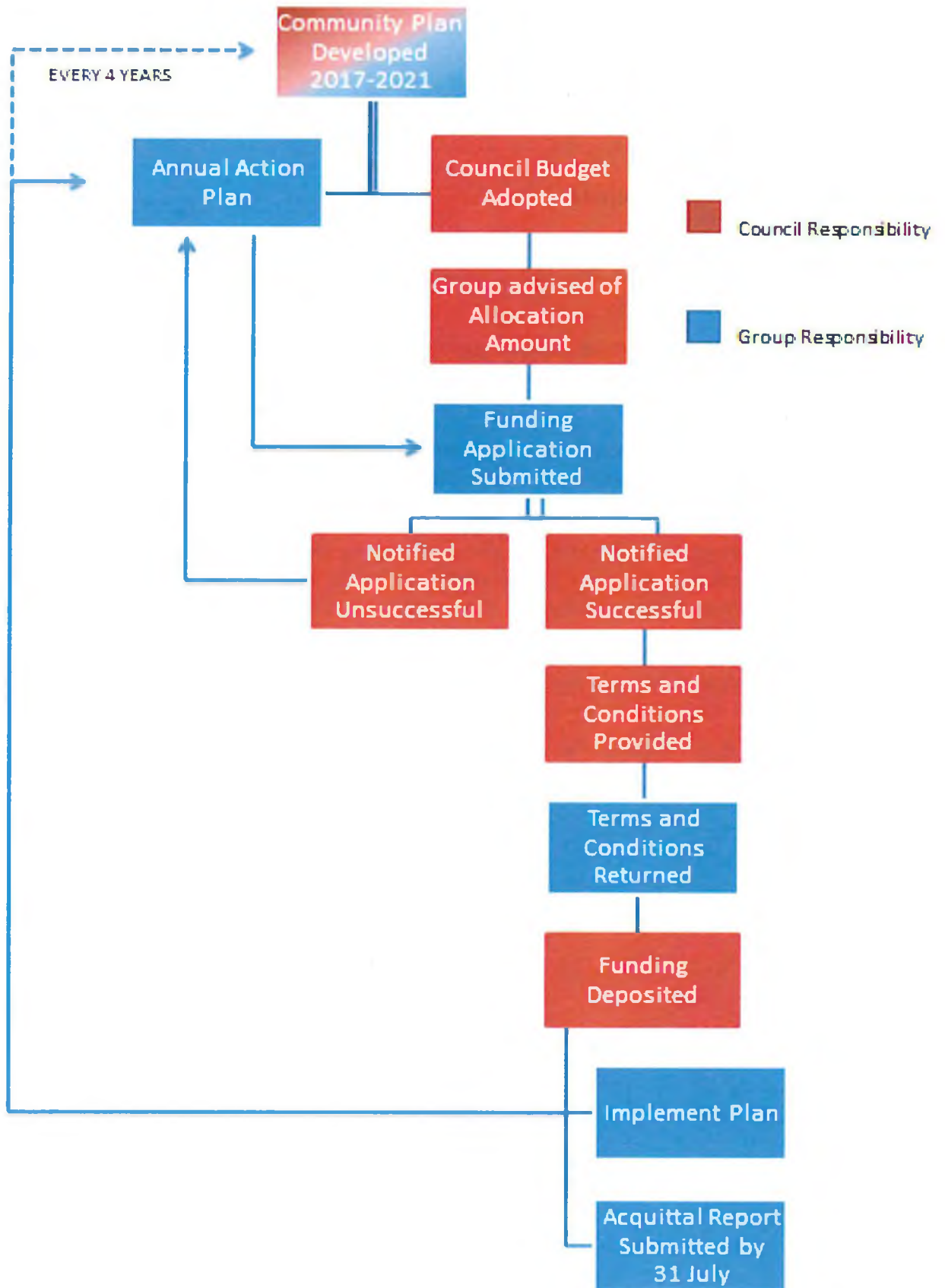
The Acquittal Report should show the project(s) have been completed in accordance with the Funding Terms and Conditions, including photos and budget information.

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

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



5. SNAPSHOT OF GUIDELINES



CONTACTS

All enquiries or requests for further information about the Community Planning Program should be addressed to:

Strathbogie Shire Council

PO Box 177

EUROA VIC 3666

Phone: 03 5795 0000

Free Call 1800 065 993

Fax: 03 5795 3550

Email: info@strathbogie.vic.gov.au

All enquiries related to the online application system eg forgotten passwords please contact:

SmartyGrants

51 Stanley Street

West Melbourne, VIC 3003

Phone: 03 9320 6888

Email: service@smartygrants.com.au



9.7.6 Financial Report to 28 February 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 February Financial Report compares YTD Budget to Actual February 2019.

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

In relation to the current year the operating surplus for the eight months period ending 28 February was \$7,556,807.

As at 28 February 2019, total capital works was \$9,622,840 not including committed works.

RECOMMENDATION

That the Financial Report for the five months ended 28 February 2019 be noted.

80/19 CRS BOWER/MASON : 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.

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.

9.7.6 Financial Report to 28 February 2019 (cont.)

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.

Attachments

- Income Statement
- Balance Sheet
- Cash Flow Statement
- Capital Works Statement
- Financial Overview
- Capital Works detailed

STRATHBOGIE SHIRE COUNCIL
Comprehensive Income Statement
For the 8 months ended February 2019

	YTD Budget	YTD Actual	Mid Year Review	Variance YTD Budget to YTD Actual	Reference
INCOME					
Rates and charges	18,966,581	19,008,982	19,092,689	42,401	A
Statutory fees and fines	329,072	345,271	493,816	16,199	B
User fees	545,368	455,001	818,382	(90,367)	C
Grants - operating	2,408,368	2,689,813	3,614,018	281,445	D
Grants - capital	4,937,496	1,783,521	7,409,210	(3,153,975)	E
Contributions - monetary	212,680	296,122	319,138	83,442	F
Contributions - non monetary	0	0	0	0	
Share of net profits of associates	0	0	0	0	
Bad and doubtful debts	0	0	0	0	
Other income	563,216	367,235	845,160	(195,981)	G
Total Income	27,962,781	24,945,945	32,592,413	(3,016,836)	
EXPENSES					
Employee Costs	6,379,128	6,683,950	9,572,552	(304,822)	H
Material and services	8,381,144	7,199,372	12,576,802	1,181,772	I
Share of net loss of associates	0	0	0	0	
Bad and doubtful debts	0	0	0	(0)	
Depreciation	3,532,328	3,331,932	5,300,600	200,396	J
Borrowing costs	56,172	25,522	85,100	30,650	K
Net loss on disposal: property, infrastructure & plant	333,200	(19,100)	500,000	352,300	L
Other Expenses	188,132	167,462	281,500	20,670	M
Total Expenses	18,870,104	17,389,138	28,316,554	1,480,966	
(Deficit)/surplus for the year	9,092,677	7,556,807	4,275,859	(1,535,870)	
Other Comprehensive Income	0	0	0	0	
Net asset revaluation increment/(decrement)	0	0	0	0	
Total comprehensive result	9,092,677	7,556,807	4,275,859	(1,535,870)	

STRATHBOGIE SHIRE COUNCIL

Balance Sheet

For the 8 months ended February 2019

	YTD Actual	MYR Budget
Assets		
Current Assets		
Cash and cash equivalents	9,373,874	7,353,000
Trade and other receivables	8,112,037	2,169,000
Inventories	262	5,000
Non-current assets classified as held for sale	273,000	0
Other assets	150,441	113,000
Total Current Assets	17,909,614	9,640,000
Non Current Assets		
Investments in associates	235,987	242,000
Property, Infrastructure, plant and equipment	291,768,648	299,787,000
Other financial assets	41,962	2,000
Total Non Current Assets	292,046,597	300,031,000
Total Assets	309,956,211	309,671,000
Liabilities		
Current Liabilities		
Trade and other payables	(509,368)	(2,523,000)
Trust fund and deposits	(1,206,235)	(400,000)
Provisions	(6,862,237)	(3,145,000)
Interest-Bearing Loans and borrowings	(63,318)	(86,000)
Total Current Liabilities	(8,641,158)	(6,154,000)
Non Current Liabilities		
Trust fund and deposits	(64,203)	(68,000)
Provisions	(1,181,590)	(1,159,000)
Interest-Bearing Loans and borrowings	(504,914)	(282,000)
Total Non Current Liabilities	(1,750,707)	(1,509,000)
Total Liabilities	(10,391,865)	(7,663,000)
Net Assets	299,564,346	302,008,000
Equity		
Reserves	94,547,108	209,304,000
Accumulated Surplus	205,017,238	92,704,000
Total Equity	299,564,346	302,008,000

STRATHBOGIE SHIRE COUNCIL

Cash Flow Statement

For the 8 months ended February 2019

YTD Actual Inflows
(Outflows)

Cash flows from operating activities	
Rates and charges	13,832,931
Statutory fees and fines	345,271
User fees	455,001
Grants	4,139,310
Contributions - monetary	296,122
Interest received	91,844
Other receipts	164,017
Net GST refund/(payment)	169,998
Employee Costs	(6,675,030)
Materials & services	(9,322,826)
Trust Funds and deposits	(154,115)
Other payments	
Net cash provided by operating activities	3,342,523
Cash flows from investing activities	
Payments for property, infrastructure, plant & equipment	(8,416,098)
Proceeds from sales of property, infrastructure, plant & equipment	517,580
Payments for landfill rehabilitation	-
Net cash used in investing activities	(7,898,518)
Cash flows from financing activities	
Finance costs	(25,522)
Proceeds from borrowings	-
Repayment of borrowings	(122,402)
Net cash used in financing activities	(147,924)
Net increase (decrease) in cash and cash equivalents	(4,703,919)
Cash and cash equivalents at the beginning of the financial year	14,077,793
Cash and cash equivalents at 28 February 2019	9,373,874
Short-Term Investments as at 28 February 2019	YTD Actual
NAB	2,500,000
CBA	1,000,000
ANZ	1,500,000
WESTPAC	2,000,000
	7,000,000



STRATHBOGIE SHIRE COUNCIL

Statement of Capital Works

For the 8 months ended February 2019

	YTD Budget	YTD Actual	MYR Budget	Variance YTD Budget to YTD Actual Fav/(I Infav)
CAPITAL EXPENDITURE				
Property				
Land	0	0	0	0
Buildings	1,108,000	192,810	2,211,000	915,190 N
Recreation Leisure & Community Services	491,000	443,362	1,296,000	47,638 O
Open space				0
Total property	1,599,000	636,172	3,507,000	962,828
Plant and equipment				
Plant , machinery and equipment	743,000	297,829	990,000	445,171 P
Computers and telecommunications	363,332	174,676	545,000	188,656 Q
Total Plant and equipment	1,106,332	472,505	1,535,000	633,827
Infrastructure				
Roads	4,303,000	7,241,982	8,712,000	(2,938,982) R
Bridges and culverts	1,310,000	883,608	2,353,000	426,392 S
Footpaths	150,000	51,504	427,000	98,496 T
Drainage	694,000	296,055	1,790,000	397,945 U
Kerb and channel	70,000	41,014	0	28,986 V
Total infrastructure	6,527,000	8,514,163	13,282,000	(1,987,163)
Total capital works expenditure	9,232,332	9,622,840	18,324,000	(390,508)
Represented by:				
New asset expenditure	1,462,642	1,524,509	2,903,000	(61,867)
Asset renewal expenditure	5,844,020	6,091,209	11,599,000	(247,190)
Asset upgrade expenditure	1,560,387	1,626,388	3,097,000	(66,001)
Asset expansion expenditure	365,283	380,733	725,000	(15,451)
Total capital works expenditure	9,232,332	9,622,840	18,324,000	(390,508)

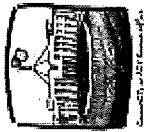
FINANCIAL OVERVIEW FEBRUARY 2019

The Financial Overview to 28 February 2019 identifies total operating income of \$24,945,945 with total operating expenditure of \$17,389,138 resulting in a surplus to date of \$7,556,807. An overview of the YTD Budget to Actual variances are provided in the following table. Capital Works total expenditure to 28 February 2019 is \$9,622,840 compared to YTD budget of \$9,232,332, an unfavorable variance of \$390,508. A review of Capital Works is provided separately.

OPERATING INCOME		Fav. / (Unfav.)	
Ref.	Line Item	Variance	Notes
A	Rates and Charges	42,401	Increase in Actual to YTD budget due to: * Supplementary valuations
B	Statutory Fees & Fines	16,199	Increase in Actual to YTD budget due to: * Higher than budgeted income for application fees, building fees
C	User Fees	(80,367)	Decrease in Actual to YTD budget due to: * Loss than budgeted income from Rent and lease (\$20K) * Less than budgeted income from Miscellaneous fees and Charges (\$70K)
D	Grants Operating	281,445	Increase in Actual to YTD budget due to: * New Grants not budgeted: \$70k Free from Violence, \$22k Carbon Crunching, \$63k Storm Claim Additional \$25k MCH & Youth funding, Centralized valuation funding \$30K
E	Grants Capital	(3,153,975)	Decrease in Actual to YTD budget due to: * MYR recognised new Grants \$500K state road funding and Loss of flood recovery
F	Contributions	106,258	Increase in Actual to YTD budget due to: * Public Open Space contributions Lewis St Euroa & Orchid St Violet Town, not budgeted
G	Other Income	(195,981)	Decrease in Actual to YTD budget due to: * No income from Shared Services (\$68K) Other Miscellaneous Income from Community assets and Community Services (\$90K)

OPERATING EXPENDITURE		Fav. / (Unfav.)	
Ref.	Line Item	Variance	Notes
H	Employee Costs	(304,822)	Increase in Actual to YTD budget due to: * MYR budget phasing
I	Materials & Services	1,181,772	Decrease in Actual to YTD budget due to: * MYR budget phasing
J	Depreciation	200,396	Decrease in Actual to YTD budget due to: * Classification variance only
K	Borrowing Costs	30,650	Decrease in Actual to YTD budget due to: * MYR budget phasing
L	Net Loss on property	352,300	Decrease in Actual to YTD budget due to: * MYR budget phasing
M	Other Expenses	20,670	Decrease in Actual to YTD budget due to: * MYR budget phasing Audit fees; Invoices not received to date

CAPITAL EXPENDITURE		Fav. / (Unfav.)	
Ref.	Line Item	Variance	Notes
N	Buildings	916,190	Decrease in Actual to YTD budget due to: * YTD Budget phasing
O	Recreation, Leisure & Community	47,638	Increase in Actual to YTD budget due to: * YTD Budget phasing
P	Plant and Equipment	446,171	Decrease in Actual to YTD budget due to: * YTD Budget phasing
Q	Computers & Telecommunications	188,656	Decrease in Actual to YTD budget due to: * YTD Budget phasing
R	Roads	(2,038,982)	Increase in Actual to YTD budget due to: * Flood works 17/18 totalling \$2m to date to be reimbursed * Other projects totalling \$440k on hold pending external Grant funding * YTD budget phasing issues
S	Bridges & Culverts	426,392	Decrease in Actual to YTD budget due to: * YTD Budget phasing
T	Footpaths	98,496	Decrease in Actual to YTD budget due to: * YTD Budget phasing
U	Drainage	397,945	Decrease in Actual to YTD budget due to: * YTD Budget phasing
V	Kerb & Channel	28,908	Decrease in Actual to YTD budget due to: * YTD Budget phasing



Strathbogie Shire Council Account Management Report

for year to February 2019 (actuals as at 13 March 19 - 67% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Recreation Leisure & Community Services									
000000.300004 Euroa Caravan Park: tree replacement	\$127,000	\$127,000	\$11,814	\$11,814	\$0	\$11,814	-\$614	\$115,186	9%
000000.300005 Shadforth Reserve Master Plan	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000	0%
000000.300006 Nagambie Rec Reserve: Irrigation Supply	\$60,000	\$60,000	\$5,245	\$5,245	\$0	\$5,245	\$3,754	\$53,754	10%
000000.300007 Nagambie Rec Reserve: Fencing	\$15,000	\$15,000	\$145	\$145	\$0	\$145	-\$145	\$14,855	1%
000000.300012 Soft Landscaping renewal townships	\$30,000	\$30,000	\$12,533	\$12,533	\$0	\$12,533	\$17,467	\$17,467	42%
000000.300013 Friendlies Reserve Development	\$210,000	\$210,000	\$76,222	\$76,222	\$0	\$76,222	\$83,778	\$133,778	36%
000000.300015 Southern Aurora Memorial	\$50,000	\$50,000	\$173,631	\$173,631	\$9,316	\$182,948	-\$132,948	-\$132,948	369%
000000.300016 Skate Park - Avenel Recreation Reserve	\$50,000	\$50,000	\$84,546	\$84,546	\$0	\$84,546	-\$34,546	-\$34,546	169%
000000.300017 Playground Equipment	\$50,000	\$50,000	\$40,122	\$40,122	\$0	\$40,122	-\$10,122	\$9,878	87%
000000.300018 Loddings lane Boat Ramp	\$305,000	\$305,000	\$32,152	\$32,152	\$9,517	\$41,669	\$78,332	\$353,332	11%
000000.300019 Upgrade Lions Park Violet Town	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
000000.300020 Artwork Nagambie Water Tower	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
000000.300021 Longwood Community Centre bore installation	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000	0%
000000.300022 Nagambie Bowls Club - contribution to new green	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
000000.300024 Active Program	\$50,000	\$50,000	\$30,000	\$30,000	\$5,360	\$35,360	\$24,640	\$44,640	11%
000000.300025 Euroa Caravan Disposal Point	\$0	\$0	\$0	\$5,950	\$0	\$5,950	-\$5,950	-\$5,950	0%
000000.300027 Bore, Pump & Irrigation Turnbull precinct	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	0%
000000.300028 Tree Management Projects	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	0%
000000.300029 Projects to be determined	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	0%
Total Recreation Leisure & Community Services	\$1,252,000	\$1,252,000	\$443,352	\$443,352	\$24,193	\$467,555	\$23,445	\$808,638	37%
Total Recreation Leisure & Community Services	\$1,252,000	\$1,252,000	\$443,352	\$443,352	\$24,193	\$467,555	\$23,445	\$808,638	37%

Strathbogrie Shire Council Account Management Report for year to February 2019 (actuals as at 13 March 19 - 67% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Buildings									
000000.350011	\$120,000	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000	0%
000000.350013	\$40,000	\$40,000	\$40,000	\$16,070	\$0	\$16,070	\$23,930	\$23,930	40%
000000.350004	\$400,000	\$400,000	\$10,000	\$8,940	\$14,060	\$23,000	-\$13,000	\$377,000	6%
000000.350005	\$50,000	\$50,000	\$0	\$5,200	\$0	\$5,200	-\$5,200	\$44,800	10%
000000.350006	\$80,000	\$80,000	\$80,000	\$0	\$0	\$0	\$80,000	\$80,000	0%
000000.350007	\$125,000	\$125,000	\$125,000	\$2,286	\$129,940	\$132,226	-\$7,226	-\$7,226	105%
000000.350008	\$160,000	\$160,000	\$60,000	\$22,999	\$2,163	\$25,161	\$34,839	\$134,839	16%
000000.350009	\$300,000	\$300,000	\$150,000	\$20,657	\$11,889	\$32,525	\$117,475	\$267,475	11%
000000.350010	\$97,000	\$97,000	\$0	\$0	\$0	\$0	\$0	\$97,000	0%
000000.350011	\$10,000	\$10,000	\$10,000	\$52,059	\$25,285	\$78,344	-\$68,344	-\$68,344	783%
000000.350012	\$526,000	\$526,000	\$526,000	\$15,451	\$566,200	\$681,651	-\$55,651	-\$55,651	111%
000000.350013	\$22,000	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000	0%
000000.350014	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	\$10,000	0%
000000.350015	\$12,000	\$12,000	\$12,000	\$5,699	\$0	\$5,699	\$6,302	\$6,302	47%
000000.350016	\$22,000	\$22,000	\$22,000	\$0	\$15,278	\$15,278	\$6,722	\$6,722	69%
000000.350017	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
000000.350018	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
000000.350019	\$8,000	\$8,000	\$8,000	\$5,475	\$0	\$5,475	\$2,525	\$2,525	68%
000000.350020	\$6,000	\$6,000	\$6,000	\$0	\$0	\$0	\$6,000	\$6,000	0%
000000.350021	\$9,000	\$9,000	\$9,000	\$0	\$0	\$0	\$9,000	\$9,000	0%
000000.350022	\$100,000	\$100,000	\$10,000	\$6,233	\$136	\$8,370	\$1,630	\$100,000	0%
000000.350023	\$10,000	\$10,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000	0%
000000.350024	\$0	\$0	\$0	\$4,584	\$35,031	\$39,595	-\$39,595	-\$39,595	0%
000000.350025	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
000000.350026	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
000000.350027	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	\$10,000	0%
000000.350028	\$10,000	\$10,000	\$0	\$9,942	\$0	\$9,942	-\$9,942	\$10,000	0%
000000.350029	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000	0%
000000.350030	\$0	\$0	\$0	\$15,236	\$0	\$15,236	-\$15,236	-\$15,236	0%
000000.350031	\$2,227,000	\$2,227,000	\$1,108,000	\$192,810	\$800,961	\$993,771	\$114,229	\$2,034,190	45%
Total Buildings	\$2,227,000	\$2,227,000	\$1,108,000	\$192,810	\$800,961	\$993,771	\$114,229	\$2,034,190	45%

**Strathbogrie Shire Council
Account Management Report
for year to February 2019 (actuals as at 13 March 19 - 67% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Roads									
Road Reseal Program									
0000000.330042 Road Resealing Program	\$860,000	\$860,000	\$800,000	\$57,405	\$357,023	\$414,428	\$385,571	\$445,571	48%
0000000.330043 FS1 Pine Lodge Rd Ch 2485-4085	\$0	\$0	\$0	\$590	\$0	\$590	-\$590	-\$590	0%
0000000.330044 FS2 Pine Lodge Extension Ch 0-345	\$0	\$0	\$0	\$539	\$0	\$539	-\$539	-\$539	0%
0000000.330045 FS3 Pookreen Rd Ch 345-1155	\$0	\$0	\$0	\$184	\$0	\$184	-\$184	-\$184	0%
0000000.330046 FS4 Garrett St Ch 625-748	\$0	\$0	\$0	\$103	\$0	\$103	-\$103	-\$103	0%
0000000.330048 RS1 Balmatun North Rd Ch 5370-6620	\$0	\$0	\$0	\$327	\$0	\$327	-\$327	-\$327	0%
0000000.330049 RS2 Lonnors Rg Ch 0-1145	\$0	\$0	\$0	\$1,751	\$0	\$1,751	-\$1,751	-\$1,751	0%
0000000.330051 RS3 Shepparton Violet Town Rd Ch 5620-6890	\$0	\$0	\$0	\$1,513	\$0	\$1,513	-\$1,513	-\$1,513	0%
0000000.330055 US1 Campbell St Ch 228-506	\$0	\$0	\$0	\$678	\$0	\$678	-\$678	-\$678	0%
0000000.330057 US2 Handbury St Ch 222-457	\$0	\$0	\$0	\$623	\$0	\$623	-\$623	-\$623	0%
0000000.330058 US3 Hinton St Ch 0-132	\$0	\$0	\$0	\$319	\$0	\$319	-\$319	-\$319	0%
0000000.330059 US4 Railway St Ch 0-109	\$0	\$0	\$0	\$491	\$0	\$491	-\$491	-\$491	0%
0000000.330059 US5 Turnbull St Ch 0-115	\$0	\$0	\$0	\$1,260	\$0	\$1,260	-\$1,260	-\$1,260	0%
0000000.330061 US6 Weir St Ch 493-712	\$0	\$0	\$0	\$117	\$0	\$117	-\$117	-\$117	0%
0000000.330065 US10 Primrose St Ch C-83	\$0	\$0	\$0	\$716	\$0	\$716	-\$716	-\$716	0%
Total Road Reseal Program	\$860,000	\$860,000	\$800,000	\$66,617	\$357,023	\$423,640	\$376,360	\$793,383	49%
Road Rehabilitation Program									
0000000.330060 Pavement Rehabilitation Program	\$850,000	\$850,000	\$850,000	\$504,256	\$0	\$504,256	\$345,744	\$345,744	59%
Total Road Rehabilitation Program	\$850,000	\$850,000	\$850,000	\$504,256	\$0	\$504,256	\$345,744	\$345,744	59%
Road Shoulder Pavement Program									
0000000.330003 Shoulder Pavement Program:	\$400,000	\$400,000	\$400,000	\$393,574	\$0	\$393,574	\$6,426	\$6,426	98%
Total Road Shoulder Pavement Program	\$400,000	\$400,000	\$400,000	\$393,574	\$0	\$393,574	\$6,426	\$6,426	98%
Road Resheet Program									
0000000.330005 Resheeting Program	\$600,000	\$600,000	\$400,000	\$3,018	\$0	\$3,018	\$396,983	\$596,983	1%
0000000.330071 Wattevale Rd (Ch 2780 to 8650)	\$0	\$0	\$0	\$116,796	\$0	\$116,796	-\$116,796	-\$116,796	0%
0000000.330072 Str. Costerfield Greyfown Rd (Ch 7430 to 9205)	\$0	\$0	\$0	\$55,713	\$0	\$55,713	-\$55,713	-\$55,713	0%
0000000.330073 Longwood Mansfield Rd (Ch 7650 to 8660)	\$0	\$0	\$0	\$18,985	\$0	\$18,985	-\$18,985	-\$18,985	0%
0000000.330074 Lonnors Rd (Ch 1850 to 4160)	\$0	\$0	\$0	\$2,587	\$0	\$2,587	-\$2,587	-\$2,587	0%
0000000.330075 Hamiltons Rd (Ch 3525 to 4530)	\$0	\$0	\$0	\$74,775	\$0	\$74,775	-\$74,775	-\$74,775	0%
0000000.330077 Neelands Rd (Ch 385 to 3030)	\$0	\$0	\$0	\$59,699	\$0	\$59,699	-\$59,699	-\$59,699	0%
0000000.330078 Luscombe Rd (Ch 0 to 3000)	\$0	\$0	\$0	\$26,874	\$0	\$26,874	-\$26,874	-\$26,874	0%
0000000.330079 Strathaird Rd (Ch 2910 to 4795)	\$0	\$0	\$0	\$3,632	\$0	\$3,632	-\$3,632	-\$3,632	0%
0000000.330085 Reedy Lake Rd (Ch 10300 to 1130	\$0	\$0	\$0	\$61,553	\$0	\$61,553	-\$61,553	-\$61,553	0%
Total Road Resheet Program	\$600,000	\$600,000	\$400,000	\$473,641	\$25,500	\$499,141	\$126,359	\$126,359	83%
Roads Zero Class Program									
0000000.330013 Zero Class upgrade program	\$400,000	\$400,000	\$200,000	\$0	\$0	\$0	\$200,000	\$400,000	0%
0000000.330023 Zero Class: Panters Rd Easton	\$0	\$0	\$0	\$40,864	\$1,364	\$42,248	-\$42,248	-\$42,248	0%
0000000.330025 Zero Class: Frazers Rd Uppotoboon	\$0	\$0	\$0	\$0	\$1,364	\$1,364	-\$1,364	-\$1,364	0%
0000000.330026 Zero Class: Steens Rd Boho South	\$0	\$0	\$0	\$31,132	\$0	\$31,132	-\$31,132	-\$31,132	0%

Strathbogie Shire Council Account Management Report

for year to February 2019 (actuals as at 13 March 19 - 67% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
0000000.3300027	\$0	\$0	\$0	\$8,859	\$0	\$8,859	-\$8,859	-\$8,859	0%
0000000.3300028	\$0	\$0	\$0	\$23,499	\$774	\$24,273	-\$24,273	-\$24,273	0%
Total Roads Zero Class Program	\$400,000	\$400,000	\$200,000	\$104,374	\$3,502	\$107,876	\$92,124	\$295,626	27%
Roads Flood Recovery									
0000000.3300031	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000	0%
0000000.3300033	\$0	\$0	\$0	\$25,629	\$0	\$25,629	-\$25,629	-\$25,629	0%
0000000.3300034	\$0	\$0	\$0	\$31,037	\$0	\$31,037	-\$31,037	-\$31,037	0%
0000000.3300036	\$0	\$0	\$0	\$24,500	\$0	\$24,500	-\$24,500	-\$24,500	0%
0000000.3300037	\$0	\$0	\$0	\$22,079	\$0	\$22,079	-\$22,079	-\$22,079	0%
Total Roads Flood Recovery	\$250,000	\$250,000	\$0	\$103,245	\$0	\$103,245	-\$103,245	\$146,755	41%
Roads General									
0000000.3300008	\$15,000	\$15,000	\$15,000	\$2,241	\$0	\$2,241	\$12,759	\$12,759	15%
0000000.3300006	\$189,000	\$189,000	\$0	\$0	\$0	\$0	\$189,000	\$189,000	0%
0000000.3300007	\$52,000	\$52,000	\$52,000	\$67,355	\$0	\$67,355	-\$15,355	-\$15,355	130%
0000000.3300008	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$100,000	0%
0000000.3300009	\$10,000	\$10,000	\$0	\$0	\$24,791	\$24,791	-\$24,791	-\$14,791	248%
0000000.3300010	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$150,000	\$150,000	0%
0000000.3300011	\$12,000	\$12,000	\$12,000	\$0	\$0	\$0	\$12,000	\$12,000	0%
0000000.3300012	\$754,000	\$754,000	\$754,000	\$113,496	\$754,000	\$867,496	-\$113,496	-\$113,496	115%
0000000.3300014	\$130,000	\$130,000	\$130,000	\$486	\$0	\$486	\$129,514	\$129,514	0%
0000000.3300015	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$5,000	\$5,000	0%
0000000.3300017	\$50,000	\$50,000	\$0	\$16,581	\$0	\$16,581	-\$16,581	\$33,419	33%
0000000.3300018	\$35,000	\$35,000	\$35,000	\$44,559	\$0	\$44,559	-\$9,559	-\$9,559	127%
0000000.3300019	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$50,000	\$50,000	0%
0000000.3300038	\$10,000	\$10,000	\$0	\$0	\$12,800	\$12,800	-\$12,800	-\$2,800	128%
0000000.3300039	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$10,000	0%
0000000.3300040	\$280,000	\$280,000	\$0	\$301,193	\$449,581	\$750,774	-\$750,774	-\$470,774	268%
0000000.3300041	\$0	\$0	\$0	\$1,401,846	\$11,920	\$1,413,766	-\$1,413,766	-\$1,413,766	0%
0000000.3800001	\$650,000	\$650,000	\$650,000	\$3,648,519	\$505,499	\$4,154,018	-\$3,504,018	-\$3,504,018	639%
0000000.3800002	\$2,532,000	\$2,532,000	\$1,653,000	\$5,595,276	\$1,758,591	\$7,354,867	-\$5,701,867	-\$3,064,276	230%
Total Roads General	\$5,892,000	\$5,892,000	\$4,303,000	\$7,241,982	\$2,144,616	\$9,386,598	-\$5,083,598	-\$1,349,982	159%

Strathbogie Shire Council
Account Management Report
for year to February 2019 (actuals as at 13 March 19 - 67% of year)

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Bridges									
Bridges Council									
000000.310002	\$0	\$0	\$0	\$64,259	\$0	\$64,259	-\$64,259	-\$64,259	0%
000000.310011	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000	0%
000000.310013	\$60,000	\$60,000	\$60,000	\$38,374	\$0	\$38,374	\$21,626	\$21,626	64%
000000.310014	\$80,000	\$80,000	\$40,000	\$0	\$16,702	\$16,702	\$23,298	\$53,298	21%
000000.310015	\$25,000	\$25,000	\$25,000	\$19,500	\$0	\$19,500	\$5,500	\$5,500	78%
000000.310016	\$40,000	\$40,000	\$20,000	\$0	\$20,373	\$20,373	-\$373	\$19,627	51%
000000.310017	\$30,000	\$30,000	\$10,000	\$0	\$13,014	\$13,014	-\$3,014	\$16,986	43%
000000.310019	\$25,000	\$25,000	\$25,000	\$22,264	\$0	\$22,264	\$2,736	\$2,736	89%
000000.310020	\$50,000	\$50,000	\$20,000	\$6,351	\$91	\$6,442	\$13,518	\$43,518	13%
	\$375,000	\$375,000	\$200,000	\$150,788	\$50,180	\$200,968	-\$968	\$224,212	54%
Bridges R2R									
000000.310003	\$130,000	\$130,000	\$130,000	\$131,799	\$0	\$131,799	-\$1,799	-\$1,799	101%
000000.310004	\$100,000	\$100,000	\$100,000	\$96,495	\$0	\$96,495	\$3,505	\$3,505	96%
000000.310005	\$245,000	\$245,000	\$245,000	\$105,666	\$60,448	\$166,114	\$78,836	\$78,836	68%
000000.310006	\$185,000	\$185,000	\$185,000	\$185,910	\$87,909	\$273,819	-\$88,819	-\$88,819	148%
000000.310007	\$210,000	\$210,000	\$210,000	\$172,818	\$67,911	\$240,729	-\$30,729	-\$30,729	115%
000000.310008	\$130,000	\$130,000	\$70,000	\$0	\$168,498	\$168,498	-\$88,498	-\$88,498	130%
000000.310009	\$212,000	\$212,000	\$10,000	\$9,850	\$232,000	\$241,850	-\$231,850	-\$29,850	114%
000000.310010	\$280,000	\$280,000	\$160,000	\$13,221	\$274,500	\$287,721	-\$13,721	-\$7,721	103%
000000.310012	\$280,000	\$280,000	\$10,000	\$14,512	\$0	\$14,512	-\$4,512	\$265,438	5%
	\$1,772,000	\$1,772,000	\$1,110,000	\$730,270	\$891,266	\$1,621,537	-\$511,537	\$1,041,730	92%
Footbridges									
000000.320009	\$200,000	\$200,000	\$0	\$2,549	\$2,731	\$5,280	-\$6,280	\$194,720	3%
000000.320033	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
000000.320034	\$10,000	\$10,000	\$0	\$0	\$8,900	\$8,900	-\$8,900	\$1,100	89%
	\$220,000	\$220,000	\$0	\$2,549	\$11,631	\$14,180	-\$14,180	\$217,451	6%
	\$2,367,000	\$2,367,000	\$1,310,000	\$883,608	\$953,077	\$1,836,685	-\$526,685	\$1,483,392	78%

**Strathbogrie Shire Council
Account Management Report
for year to February 2019 (actuals as at 13 March 19 - 67% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Drainage									
Drainage									
0000000.310018	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
0000000.320004	\$71,000	\$71,000	\$71,000	\$80,000	\$0	\$80,000	-\$9,000	-\$9,000	113%
0000000.320005	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	0%
0000000.320006	\$280,000	\$280,000	\$204,969	\$204,969	\$823	\$205,791	\$74,208	\$74,208	73%
0000000.320009	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
0000000.320010	\$40,000	\$40,000	\$1,249	\$1,249	\$0	\$1,249	\$8,751	\$38,751	3%
0000000.320016	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
0000000.320017	\$80,000	\$80,000	\$315	\$315	\$123,280	\$123,595	-\$83,595	-\$43,595	154%
0000000.320018	\$70,000	\$70,000	\$7,000	\$7,000	\$47,570	\$54,570	-\$84,570	-\$15,430	78%
0000000.320019	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000	0%
0000000.320020	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
0000000.320021	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
0000000.320022	\$63,000	\$63,000	\$2,522	\$2,522	\$0	\$2,522	\$60,478	\$60,478	4%
0000000.320023	\$355,000	\$355,000	\$0	\$0	\$0	\$0	\$0	\$355,000	0%
0000000.320024	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$100,000	0%
0000000.320025	\$180,000	\$180,000	\$0	\$0	\$0	\$0	\$90,000	\$180,000	0%
0000000.320029	\$59,000	\$59,000	\$0	\$0	\$0	\$0	\$0	\$59,000	0%
0000000.320030	\$10,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	0%
0000000.320031	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000	0%
0000000.320032	\$12,000	\$12,000	\$0	\$0	\$0	\$0	\$0	\$12,000	0%
0000000.320036	\$1,725,000	\$1,725,000	\$694,000	\$296,055	\$171,573	\$457,728	\$226,272	\$1,428,945	27%
Total Drainage	\$1,725,000	\$1,725,000	\$694,000	\$296,055	\$171,573	\$457,728	\$226,272	\$1,428,945	27%
Footpaths									
0000000.300010	\$30,000	\$30,000	\$20,000	\$0	\$0	\$0	\$20,000	\$30,000	0%
0000000.320011	\$20,000	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	\$20,000	0%
0000000.320013	\$9,000	\$9,000	\$0	\$262	\$0	\$262	-\$262	\$8,738	3%
0000000.320014	\$30,000	\$30,000	\$30,000	\$18,975	\$0	\$18,975	\$11,025	\$11,025	63%
0000000.320015	\$30,000	\$30,000	\$20,000	\$5,597	\$32,339	\$5,597	\$14,403	\$24,403	19%
0000000.320017	\$56,000	\$56,000	\$40,000	\$26,671	\$0	\$26,671	-\$19,010	-\$3,010	105%
0000000.320028	\$30,000	\$30,000	\$20,000	\$0	\$0	\$0	\$20,000	\$30,000	0%
0000000.320035	\$2,000	\$2,000	\$0	\$0	\$0	\$0	\$0	\$2,000	0%
Total Footpaths	\$207,000	\$207,000	\$150,000	\$51,504	\$32,339	\$83,844	\$66,156	\$155,495	41%
Total Footpaths	\$207,000	\$207,000	\$150,000	\$51,504	\$32,339	\$83,844	\$66,156	\$155,495	41%

**Strathbogie Shire Council
Account Management Report
for year to February 2019 (actuals as at 13 March 19 - 67% of year)**

	Original Budget	Current Budget	YTD Budget	YTD Actual	YTD On Order	YTD Total Committed	YTD Variance	Rev. Bud. Variance	% Rev Bud
Kerb & Channel									
0000000.320006 Clifton St - Kirkland Ave to Binney St	\$26,000	\$26,000	\$0	\$0	\$0	\$0	\$0	\$26,000	0%
0000000.320007 Gabor St - from Turnbull St	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	0%
0000000.320012 12-14 Kennedy Street Euroa	\$47,000	\$47,000	\$39,842	\$39,842	\$0	\$39,842	-\$9,842	\$7,158	85%
0000000.320026 Kerb & Channel Program	\$60,000	\$60,000	\$40,000	\$1,172	\$17,000	\$18,172	\$21,828	\$41,828	30%
Total Kerb & Channel	\$158,000	\$158,000	\$70,000	\$41,014	\$17,000	\$58,014	\$11,986	\$116,986	37%
Total Kerb & Channel	\$158,000	\$158,000	\$70,000	\$41,014	\$17,000	\$58,014	\$11,986	\$116,986	37%
Plant & Machinery									
0000000.360001 Work In Progress - Plant and Equipments	\$836,000	\$836,000	\$603,000	\$181,554	\$0	\$181,554	\$421,446	\$654,446	22%
0000000.360002 Work In Progress - Motor Vehicle Fleet	\$230,000	\$230,000	\$140,000	\$116,275	\$0	\$116,275	\$23,725	\$113,725	51%
Total Plant & Machinery	\$1,066,000	\$1,066,000	\$743,000	\$297,829	\$0	\$297,829	\$445,171	\$768,171	28%
Total Plant & Machinery	\$1,066,000	\$1,066,000	\$743,000	\$297,829	\$0	\$297,829	\$445,171	\$768,171	28%
Furniture & Equipment									
0000000.370001 Work In Progress- Furniture and Equipments	\$206,000	\$206,000	\$137,332	\$64,734	\$0	\$64,734	\$72,598	\$141,266	31%
0000000.370002 CRM Project	\$3,000	\$3,000	\$2,000	\$16,900	\$0	\$16,900	-\$14,900	-\$13,900	563%
0000000.370003 Hardware Replacement Program	\$396,000	\$396,000	\$224,000	\$93,042	\$8,836	\$101,878	\$122,122	\$234,122	30%
Total Computers & Telecommunications	\$545,000	\$545,000	\$363,332	\$174,676	\$8,836	\$183,513	\$179,819	\$370,324	34%
Total Furniture & Equipment	\$545,000	\$545,000	\$363,332	\$174,676	\$8,836	\$183,513	\$179,819	\$370,324	34%
Grand Total	\$15,439,000	\$15,439,000	\$9,232,332	\$9,622,840	\$4,152,695	\$13,775,535	-\$4,543,203	\$5,816,160	89%

9.7.7 Business Management System

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

- Building Department – February 2019 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - February 2019
- Customer Enquiry Analysis Report – Report for February 2019
- Waste Management Reporting ~ Year to Date - March 2019 (*Please note: reporting for February 2019 will be provided in the April BMS report*)
- Actioning of Council Reports Resolutions – Status Report
- Outstanding Actions of Council Resolutions to 28 February 2019
- Review of Council Policies and Adoption of new Policies – February / March 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.

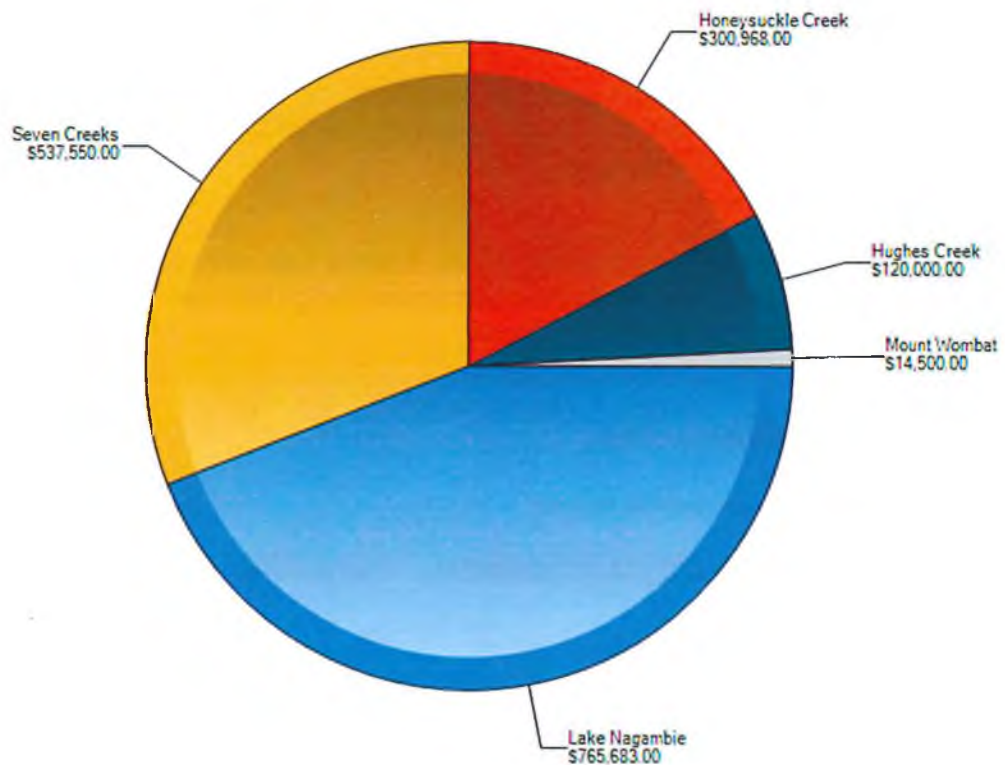
81/19 CRS WILLIAMS/BOWER : That the Recommendation be adopted.

CARRIED

BUILDING ACTIVITY

FEBRUARY 2019

16 permits, with a works value of \$1,738,701, were lodged with Council in February. The shire totals for February are almost identical to January, however the distribution of works has moved from the more rural wards to the Seven Creeks ward. The Seven Creeks and Lake Nagambie wards have a similar number of permits lodged this month, but the works value differs significantly due to the nature of works being proposed.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20182642/0	14/05/2018	Construction of	Shed	Violet Town	\$39,929.00
20190010/0	19/02/2019	Additions to	Dwelling	Baddaginnie	\$53,620.00
20192936/0	4/02/2019	Additions to	Dwelling	Violet Town	\$207,419.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20192945/0	30/01/2019	Construction of	Dwelling	Avenel	\$120,000.00



Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20190008/0	7/02/2019	Construction of	Farm Shed	Bailleston	\$35,000.00
20190010/0	8/02/2019	Construction of	Verandah	Nagambie	\$15,592.00
20190183/0	12/02/2019	Construction of	Dwelling & Garage	Nagambie	\$225,141.00
20190233/0	21/02/2019	Construction of	Dwelling & Garage	Nagambie	\$471,300.00
20193934/0	22/02/2019	Extension to	Shed	Bailleston	\$18,650.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20192947/0	3/02/2019	Construction of	Farm Shed	Sheans Creek	\$14,500.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost Of Works
20182924/0	24/01/2019	Extension to	Dwelling & Carport	Euroa	\$120,000.00
20190008/0	7/02/2019	Additions to	Shop	Euroa	\$1,000.00
20190149/0	5/02/2019	Construction of	Carport	Euroa	\$7,700.00
20192951/0	5/02/2019	Construction of	Dwelling	Euroa	\$380,000.00
20192963/0	18/02/2019	Demolition of	Shop	Euroa	\$14,000.00
20192979/0	22/02/2019	Demolition of	Dwelling	Euroa	\$14,850.00

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

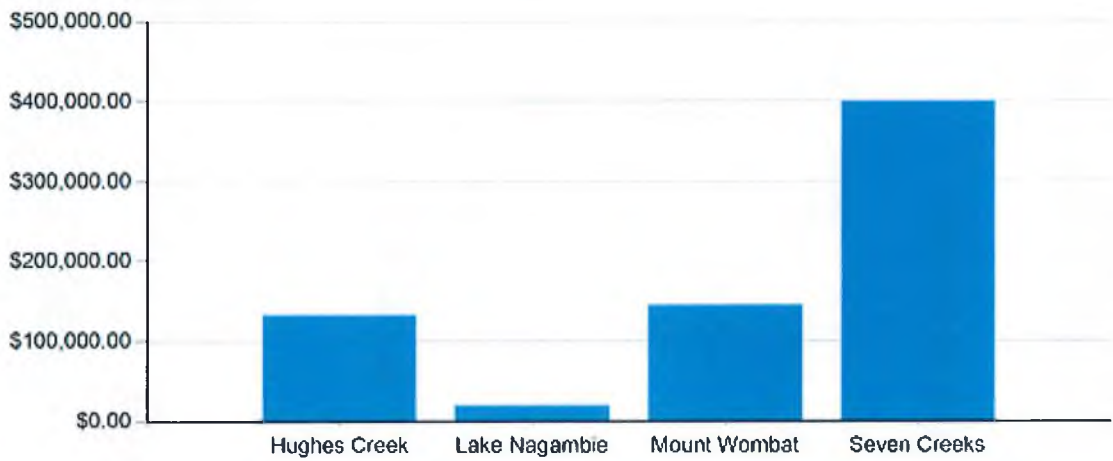
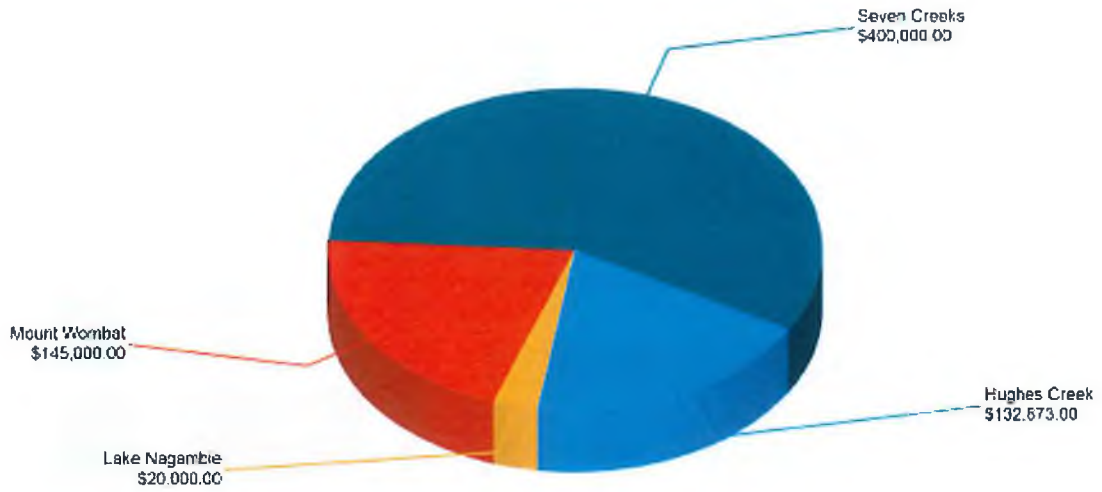


Planning Applications Determined

February 2019

Hughes Creek	\$132,873.00
Locksley	\$80,000.00
Nagambie	\$52,873.00
Lake Nagambie	\$20,000.00
Goulbum Weir	\$20,000.00
Mount Wombat	\$145,000.00
Strathbogie	\$145,000.00
Seven Creeks	\$400,000.00
Balmattum	\$400,000.00
Total Value	\$697,873.00

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**CUSTOMER ENQUIRY ANALYSIS REPORT
- REPORT FOR FEBRUARY 2019**



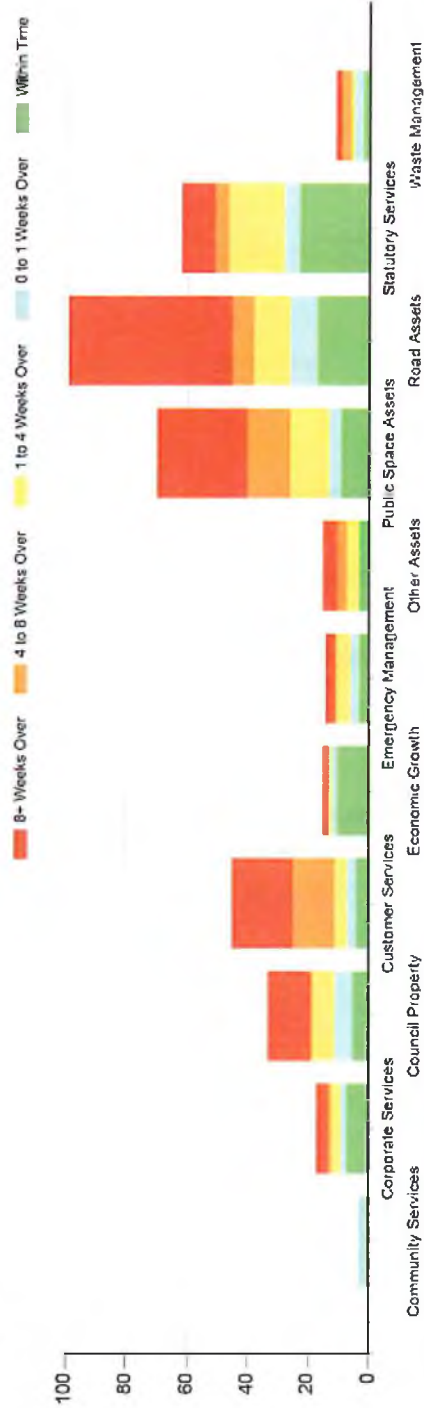
Request Throughput Analysis

01/02/2019 to 28/02/2019

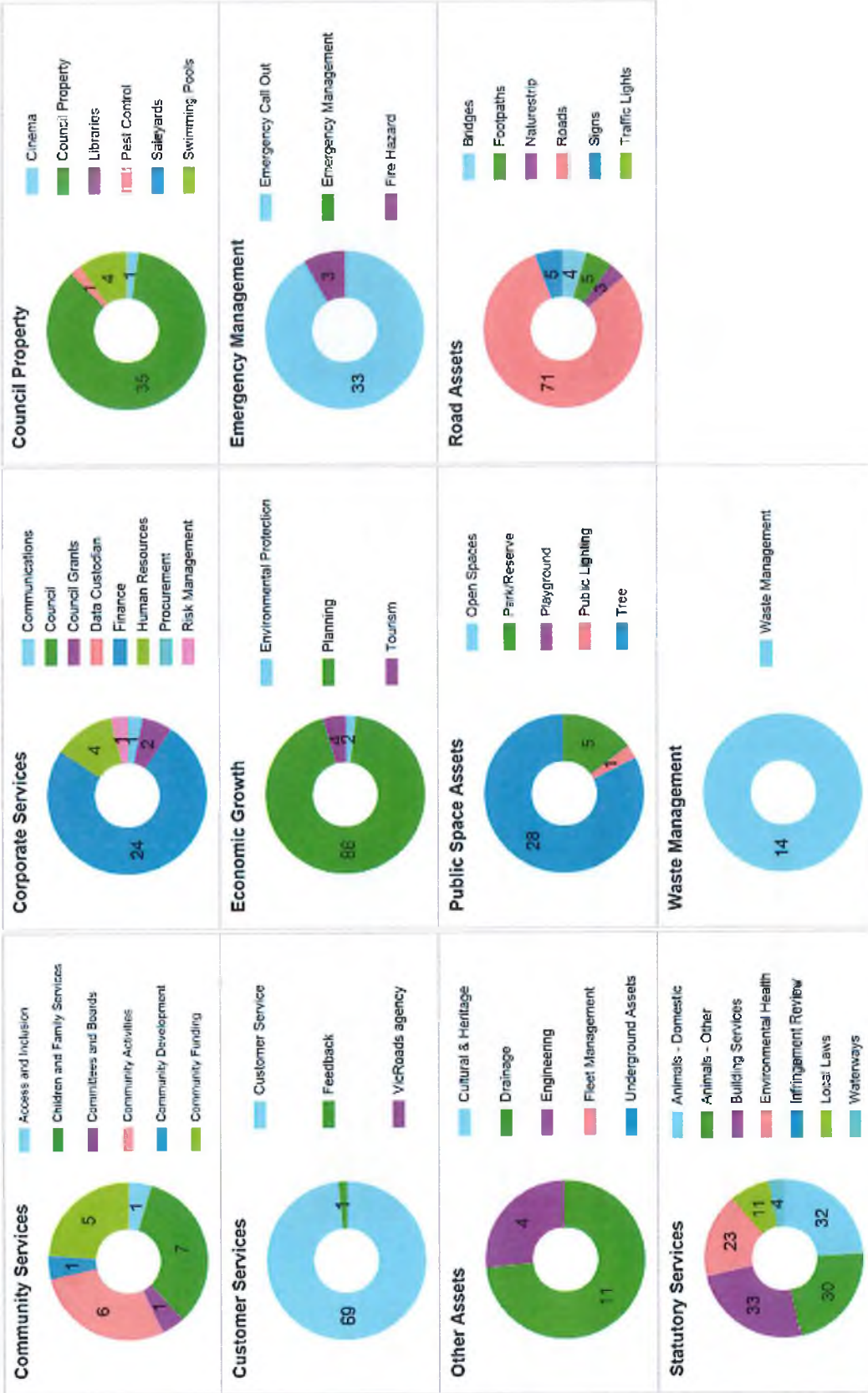
✔ Complete / New > 80%
⚠ Overdue / Remaining < 33%
✘ < 50%
✘ > 70%

Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C	N	Within Time	Over Time	O	R	Pending Resources	Service Area Usage
Community Services	3	21	20	4	✔		1	3	✔	✘	0	✔
Corporate Services	12	32	27	17	✔		7	10	✔	✔	0	✔
Council Property	31	41	36	36	✔		5	31	✔	✘	0	✔
Customer Services	53	70	77	46	✔		4	42	✔	✘	0	✔
Economic Growth	14	92	88	18	✔		10	8	✔	✔	0	✔
Emergency Management	17	36	39	14	✔		3	11	✔	✘	0	✔
Other Assets	24	15	22	17	✔		3	14	✔	✘	0	✔
Public Space Assets	88	34	50	70	✔		9	61	✔	✘	2	✔
Road Assets	92	88	81	99	✔		17	82	✔	✘	0	✔
Statutory Services	69	133	139	63	✔		23	40	✔	✔	0	✔
Waste Management	7	14	9	12	✔	✔	2	10	✔	✘	0	✔

Request Ageing



Service Usage

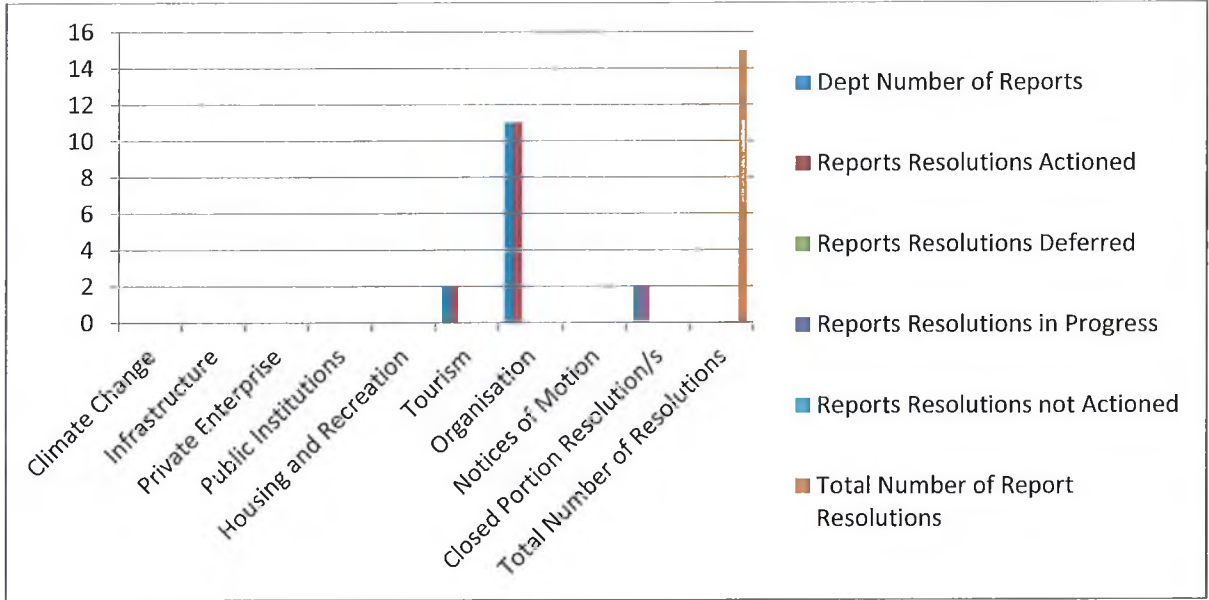


Definitions

Service Area	Grouping of services by area of responsibility	Service	Activities that provide value to the customer
Existing	Requests open prior to reporting period	Remaining	Requests incomplete at end of reporting period
New	Requests made during reporting period	Completed	Requests completed during reporting period
Within Time	Remaining Requests where defined deadline is after reporting period	Over Time	Remaining Requests where defined deadline is before the end of the reporting period
Pending Resources	Requests where additional resources are required to continue. This includes labour, materials, and financial resources.		
Complete New	An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service.	Overdue Remaining	An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.



ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – FEBRUARY 2019



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
28 FEBRUARY 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.

Council Meeting Date	Item No.	Description
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	9.7.11	Proposed Violet Town Recreation Reserve Toilet Block

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

Review of Policy / New Policy	Policy Name	Outcome
Review	Public Open Space Contributions Policy	Administrative changes only - update to Officer/s title/s

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period 5 February to 5 March 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 5 February 2019

Time: 10.00 a.m. - 4.00 p.m.

Attendees:

Councillors

Amanda McClaren

Debra Bower

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson (*attended meetings at 12.40 p.m.*)

Graeme (Mick) Williams

Officer/s

Steve Crawcour (Chief Executive Officer)

Phil Howard (Director, Innovation and Performance)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

Apologies

Nil

Declarations of Interest

1. Council Plan / Budget Workshop
2. Council Plan / Budget Workshop
3. Meeting with Eric Kerr - Federal Labor Candidate for Indi
4. Briefings to Councillors
 - Community Grants Program Review
 - Sponsorship Guidelines
 - Nagambie Youth Hub Proposal
5. Councillors / CEO Discussions

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

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

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 12 February 2019

Time: 10.00 a.m. - 5.00 p.m.

Attendees:

Councillors

Malcolm Little (Acting Chair)

Debra Bower

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

Officer/s

Phil Howard (Acting Chief Executive Officer / Director, Innovation and Performance)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

Apologies

Councillor Amanda McClaren

Steve Crawcour (Chief Executive Officer)

Declarations of Interest

Councillor Malcolm Little was nominated Acting Chair for meetings in the absence of the Mayor

1. Economic Development Master Plan Review Workshop
2. New Website and Tourism App
3. Review of Draft February Ordinary Council Meeting Agenda
4. Euroa Secondary College Update by Principal, Harold Cheung
5. Assembly of Councillors
 - 5.1 Mayor and CEO Meetings Attendances
 - 5.2 Councillors Meetings Attendances
 - 5.3 Free from Violence Local Government Project – Conversations Create Change

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

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

Record of Assembly of Councillors

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

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

Name of Meeting: Councillors Forum

Date of Meeting: Tuesday 19 February 2019

Time: 1.15 p.m. - 8.40 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) (*left meetings at 7.35 p.m.*)

David Roff (Group Manager Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

Apologies

Nil

Declarations of Interest

1. Councillors Discussions
2. Meeting with Andrew Bock - Independent Candidate for Federal Seat of Nicholls
3. Projects within Children & Families – Focus Youth Ambassador Program
4. Council Agenda Review
5. Assembly of Councillors
 - 5.1 Mayor and CEO Meetings Attendances
 - 5.2 Councillors Meetings Attendances
 - 5.3 Community Meetings
 - 5.4 NAIDOC Week School Initiatives
 - 5.5 Request for Council to hire Bus for visit to Chaplains of War Exhibition at Shrine
 - 5.6 Query on Council commemorating 25th anniversary of Council amalgamations
 - 5.7 Walk for Justice for Refugees - 2019 Palm Sunday (Sunday 14 April)
 - 5.8 Municipal Association of Victoria - President and Board Elections
6. Councillors / CEO Discussions
7. Informal Meeting with Community Members / Cuppa and Chat
8. February Ordinary Council Meeting

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

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

Record of Assembly of Councillors

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

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

Name of Meeting: Councillors Forum
Date of Meeting: Tuesday 26 February 2019
Time: 12.30 p.m. - 5.10 p.m.

Attendees:

Councillors

Debra Bower (Acting Chair)
Malcolm Little (*attended Item 5 - meeting concluded at 6.40 p.m.*)
John Mason
Kate Stothers
Alistair Thomson
Graeme (Mick) Williams

Officer/s

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

Apologies

Councillor Amanda McClaren
Steve Crawcour (Chief Executive Officer)

Councillor Debra Bower was nominated Acting Chair for meetings in the absence of the Mayor

Declarations of Interest

1. Confidential Report - Closed Landfill Risk Assessment Report
2. Planning Agenda Review / Planning Matters
3. Assembly of Councillors
 - 3.1 Mayor and CEO Meetings Attendances
 - 3.2 Councillors Meetings Attendances
 - 3.3 Environmental Health Activity 2018 Calendar Year
 - 3.4 Building Services Update
 - 3.5 ARTC Briefing
 - 3.6 Nagambie Recreation Reserve
4. Planning Committee Meeting
5. Pools Working Group (*Apology: Mayor / Cr Little to attend as substitute*)

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?
Items 2 & 4 / 6.4	Cr Mason	Yes
Item 2	Cr Thomson	Yes

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

Record of Meetings of Special Committees of Council

Record of Minutes of Meetings received in the February / March 2019 Period

Name of Special Committee	Date of Meeting
<i>Nil</i>	



10. NOTICES OF MOTION

11. URGENT BUSINESS

12. CLOSURE OF MEETING TO THE PUBLIC

6.55 p.m.

CRS WILLIAMS/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. 18-19-03 ~ Evaluation Report
- Bridge Overlay / Strengthening ` Wattlevale Road
Bridge No. 74

C.P. 2 Contract No. 18-19-20 ~ Evaluation Report
- Nagambie Recreation Reserve Building Upgrade

C.P. 3 Nagambie Recreation Reserve Oval Irrigation ~
Quotation

82/19

ON BEING PUT, THE MOTION WAS CARRIED

7.04 p.m.

CRS BOWER/MASON -

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

86/19

ON BEING PUT, THE MOTION WAS CARRIED



13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S

Closed Portion Decision/s -

C.P. 1 Contract No. 18-19-03 ~ Evaluation Report
- Bridge Overlay / Strengthening - Wattlevale Road Bridge No. 74

RECOMMENDATION

1. That Separable Part A of the tender received from Focus Engineering and Construction (Trading) Pty Ltd of 631 Cemetery Road Corowa NSW 2646 for Contract 18-19-03 – Bridge Overlay / Strengthening at Wattlevale Road Bridge No. 74, for a total amount of \$230,967.00 excluding GST be accepted by Council.
2. That no tender be accepted for Separable Part B of Contract 18-19-03.
3. That the unsuccessful tenderers be advised.
4. That Council endorses the signing and sealing of the contract documents once received.

83/19 **CRS MASON/WILLIAMS** : *That the Recommendation be adopted.*

CARRIED

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

C.P. 2 Contract No. 18-19-20 ~ Evaluation Report
- Nagambie Recreation Reserve Building Upgrade

RECOMMENDATION

1. That the tender received from Aliko Pty Ltd (Trading As) M&L Tricarico of 9 Lisburn Street, Shepparton VIC 3630 for Contract 18-19-20 – Nagambie Recreation Reserve Building Upgrade, for a total amount of \$378,696.92;
2. That the unsuccessful tenderers be advised;
3. That Council endorses the signing and sealing of the contract documents;
4. That Council allocate an additional budget allocation of up to \$50,000 prior to awarding the contract, to allow the project to be completed within the required timing of the Department of Health and Human Services (DHHS) Grant Funding.

84/19 **CRS BOWER/LITTLE** : *That the Recommendation be adopted.*

CARRIED

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

C.P. 3 Nagambie Recreation Reserve Oval Irrigation ~ Quotation

RECOMMENDATION

1. That no tender be accepted;
2. That the tenderers be advised;
3. Based on a \$1:\$1 contribution, Council endorses the application for Grant Funds with Cricket Australia for a \$50,000 grant;
4. That an additional budget allocation of \$100,000 be approved prior to retendering, which will provide for a \$50,000 contribution from Council to the Grant Fund and an additional \$50,000 required to allow the project to be completed prior to the start of summer and the 2019-20 cricket season; and
5. That the current funds of \$60,000 be allocated to fund Part 2 for the infrastructure to supply to the storage tank and any remaining funds be carried forward and be allocated to assist funding Part 1 Irrigation works.

85/19 **CRS BOWER/MASON** : *That the Recommendation be adopted.*

CARRIED

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

RECOMMENDATION

CRS WILLIAMS/LITTLE -


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

87/19

ON BEING PUT, THE MOTION WAS CARRIED

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 7.05 P.M.

Confirmed as being a true and accurate record of the Meeting


.....
Chair

16.04.2019
.....
Date