



## STRATHBOGRIE SHIRE COUNCIL

Notice is hereby given that the Ordinary Meeting of the Strathbogrie Shire Council will be held on Tuesday 19 November 2019 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

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

## **BUSINESS**

1. Welcome
2. Acknowledgement of Traditional Land Owners  
*'I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present'*
3. Apologies
4. Confirmation of Minutes of the Ordinary Meeting of Council held on Tuesday 15 October 2019 and Special Meetings of Council held on Wednesday 30 October 2019 and Wednesday 6 November 2019
5. Disclosure of Interests
6. Petitions
7. Reports of Mayor and Councillors and Delegates

## 8. Public Question Time

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

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

*Response/s to Public Questions Taken on Notice at Ordinary Council meeting held on Tuesday 15 October 2019 -*

### **Council Ref: DJ: 35/2019**

1. How many staff restructures has Council undergone since 2010?
  - a. *Council would not be able to quantify how many staff restructures have occurred since 2010, as the term 'restructure' is inexact. The Local Government Act is clear on the requirement for the CEO to ensure the operational requirement of Council. While I acknowledge this explanation is general, the truth is that there are many forms of doing so. Restructures, promotions, job-shares and also realignments are just some of the ways this occurs.*
2. What were the staffing numbers then compared to now, including those employed under contract in various roles (eg Project Manager)?
  - b. *In 2010 Annual Report there were 122 Full Time Equivalent employees, from 180 staff. In the 2019 Annual Report there were 102 FTE employees, from 124 staff. Regarding contractors, we use external staff for a number of reasons; project work, short term needs and also when specific expertise is required. Today, we have less contractors now than we did in 2010.*
3. What is the total cost of restructures since 2010 including such items as motor cars?
  - c. *Council is unable to answer this question due to the reason outlined in Point A, but all staffing decisions are made in conjunction with advice and reasoning to ensure there are benefits to both Council, and the community.*
4. What has been the net financial benefit?
  - d. *Point D aligns to Point A and C, that Council would be unable to give an exact figure. All changes made to staffing is done so as to minimise risk and cost, however I can confirm that Council's financial position is in a sound position and I encourage you to look on the website for our Financial Strategic Documents that will confirm this.*
5. What is the gender balance in senior management?
  - e. *Currently we have 4 women that make up a 9 person Management Group (44%). We also have 1 woman that makes up a 5 person Executive Management Team (20%). Council is proud of the projects that it is currently working on with respect to gender equity; the feedback from staff has been overwhelmingly positive.*

*Response/s to Public Questions raised and responded to at the Ordinary Council meeting held on Tuesday 15 October 2019 were documented in the Minutes of the meeting.*

9. Reports of Council Officers
  - 9.1 Climate Change
  - 9.2 Infrastructure
  - 9.3 Private Enterprise
  - 9.4 Public Institutions
  - 9.5 Housing and Recreation
  - 9.6 Tourism
  - 9.7 Organisation
10. Notices of Motion
11. Urgent Business
12. Closure of Meeting to the Public to consider matters listed for consideration in accordance with Section 89(2) of the Local Government Act 1989
13. Confirmation of 'Closed Portion' Decision/s

Phil Howard  
**ACTING CHIEF EXECUTIVE OFFICER**

15 November 2019

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

Council does not generally permit individuals to make audio recordings of meetings. Individuals are required to make a written request addressed to the Council (Group Manager, Corporate & Community) should they seek to obtain permission to do so.

### **NEXT MEETING**

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 17 December 2019, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. .... / 2019

## Public Question Time Form Ordinary Council Meeting

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

**How to ask a question:**

Questions submitted to Council must be:

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

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

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

1.....  
.....  
.....  
.....  
.....

2.....  
.....  
.....  
.....  
.....

Name: .....

Address: .....

Telephone Number: .....

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

Date of Ordinary Council Meeting: .....

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

## Public Question Time - Procedural Guidelines

### Question Time

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

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## 9. REPORTS

### 9.6.1 Tourism, Arts and Culture Advisory Group - Minutes of the Meeting held on Wednesday 28 June, 2019 - Draft Minutes of the Meeting held on Thursday 3 October, 2019

#### **Author & Department**

Manager Arts, Culture and Economy / Corporate and Community

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

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

#### **Summary**

Attached are the minutes of the Tourism, Arts and Culture Advisory Group for the meeting held on Wednesday 28 August, 2019, and the draft minutes for the meeting held on Thursday 3 October 2019.

#### **RECOMMENDATION**

1. **That Council endorse the minutes of the Tourism, Arts and Culture Advisory Group meeting held on Wednesday 28 August, 2019.**
2. **That Council endorse the draft minutes of the Tourism, Arts and Culture Advisory Group meeting held on Thursday 3 October, 2019.**

#### **Background**

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

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

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

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

9.6.1 Tourism, Arts and Culture Advisory Group  
- Minutes of the Meeting held on Wednesday 28 June, 2019  
- Draft Minutes of the Meeting held on Thursday 3 October, 2019 (cont.)

- Provide advice on the review and implementation of the future Tourism, Arts and Culture Strategy Plan.

The Tourism, Arts and Culture Advisory Group Charter was adopted by Council on 15<sup>th</sup> of August, 2017 and reviewed and further adopted on 17<sup>th</sup> of September, 2019.

**Alternative Options**

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

**Risk Management**

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

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

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

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

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

**Legal / Statutory Implications**

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

- 9.6.1 Tourism, Arts and Culture Advisory Group  
- Minutes of the Meeting held on Wednesday 28 June, 2019  
- Draft Minutes of the Meeting held on Thursday 3 October, 2019 (cont.)

**Community Engagement**

The author of this report considers that the matter under consideration did not warrant a community engagement process because there are no actions or decisions that have an impact on the community being made in the minutes.

**Attachments**

- Minutes of the Tourism, Arts and Culture Advisory Committee of Wednesday 28 August, 2019.
- Draft Minutes of the Tourism, Arts and Culture Advisory Committee of Thursday 3 October, 2019.

## TOURISM, ARTS AND CULTURE ADVISORY GROUP MEETING MINUTES



Wednesday 28 August, 2019  
Euroa, Meeting Room 2, Council Offices  
09:30am – 10:30am

### Anticipated Attendees

|                    |                           |                     |                                 |
|--------------------|---------------------------|---------------------|---------------------------------|
| Cr Amanda McClaren | <i>Councillor (CHAIR)</i> | Sissy Hoskin        | <i>Go Nagambie</i>              |
| Claire Taylor      | <i>Strathbogie Shire</i>  | Kathi Clark-Orsanic | <i>Community Representative</i> |
| Debra Ellis        | <i>Strathbogie Shire</i>  | Janelle Toomey      | <i>Community Representative</i> |

### Apologies

|                   |                                 |                  |                                 |
|-------------------|---------------------------------|------------------|---------------------------------|
| Cr Debra Bower    | <i>Councillor</i>               | Rosa Purbrick    | <i>Community Representative</i> |
| Kristen MacKenzie | <i>Community Representative</i> | Tess Noonan Egan | <i>Community Representative</i> |

| ITEM  | PERSON RESPONSIBLE      |
|---|-------------------------|
| 1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY<br>Amanda McClaren (interim CHAIR) welcomed and paid recognition of traditional custodians of the land   | CHAIR – Amanda McClaren |
| 2. APOLOGIES – as above   | All                     |
| 2a. ACCEPTANCE OF PREVIOUS MINUTES<br><br>Acceptance of minutes from last meeting 14/06/19<br><br>Moved: Deb Ellis<br><br>Seconded: Claire Taylor   |                         |
| 3. ACTIONS FROM MINUTES/ UPDATE OF ONGOING MATTERS<br><br>3.1 Update on Urban Planning projects<br>3.1.1 Nagambie Water Tower <ul style="list-style-type: none"> <li>▪ Discussion re: will this project progress? Initial indication of price received from Green light. But decision needs to be made if we are going ahead and if so, put the project out for tender.</li> <li>▪ Nagambie action group are potentially looking to do art works on the silos at the railway station. Nagambie Action group haven't met since Sept 18. Discussion about something being developed at the train station as is a point of contact and engagement for those travelling. Precinct development plan. Then engage with other train stations to also develop installations along the line.</li> <li>▪ Who owns the silos? Permission for the art? Who will drive the project? Lots of questions without clear answers at this stage.</li> <li>▪ As art work for the Nagambie Water Tower forms a part of the Council plan and we are in the last 12mths of the Council, would like to get something completed by end of the financial year.</li> <li>▪ Discussion about potentially how Council might support the implementation of the arts and culture strategy. Open it up to the community.</li> </ul> | All                     |

|   |  |
|---|--|
| <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• Obtain a copy of the precinct plan for the Nagambie Rail station for discussion with committee</li> <li>• Follow up with Georgina re: Nagambie Action Group.</li> <li>• Develop scoping document for the lighting installation project</li> <li>• F/U re: Community Engagement Strategy and what engagement is required. Document to be obtained from Clare Allen</li> <li>• Meet with Jeff/EMT to discuss resourcing options for the lighting project implementation</li> </ul> <p><b>3.1.2 RONE art installation potential</b></p> <ul style="list-style-type: none"> <li>▪ RONE's installation in Sherbrook forest was self-funded - half a million dollars.</li> <li>▪ Tabilk buildings internals are too damaged for works - could do art on outside of building.</li> <li>▪ Could engage local artist Rachel Perrin who may be able to do some work. Outdoor large scale pieces around \$20,000</li> <li>▪ Group decided that RONE needs to be 'parked' for now, and in future look at pitching locally for future works in this space</li> </ul> <p><b>3.2 Update on Actions from previous minutes</b></p> <p><b>3.2.1 2019/2020 Budget submissions/review in relation to Arts and Culture</b></p> <ul style="list-style-type: none"> <li>▪ Yes, there was an additional \$20,000 in the 19/20 budget which is in addition to the \$20,000 allocated for the Nagambie Water Tower from the 18/19 budget which was rolled over</li> </ul> | <p>Claire Taylor</p> <p>Deb Ellis<br/>Janelle Taylor</p> <p>Claire Taylor</p> <p>Claire Taylor</p> |
| <p><b>4. REGIONAL TOURISM REVIEW</b></p> <p><b>4.1 Review of Strathbogie Shire Council submission for Regional Tourism Review</b></p> <ul style="list-style-type: none"> <li>▪ Discussion regarding the review and the response that SSC will be submitting.</li> <li>▪ Invited from the committee any further points to be added to the submission.</li> </ul> <p><b>Actions:</b></p> <ul style="list-style-type: none"> <li>• All members to provide feedback to Claire by COB Thursday 29th August.</li> <li>• Submission will be completed and lodged on 30th August 2019 by Claire</li> </ul>  | <p>All members</p> <p>Claire Taylor</p>  |
| <p><b>5. COMMITTEE MEMBERS</b></p> <p><b>5.1 Review of Charter and Committee Membership</b></p> <ul style="list-style-type: none"> <li>▪ Discussion regarding the committee membership and some proposed changes to the Charter</li> <li>▪ Members invited to state their intentions for the next term – Janelle Toomey tendered her resignation from the group as will be moving away from the area</li> <li>▪ Proposed additions: inclusion of a Director/Group Manager level to assist with decision making; inclusion of a representative of the Traditional Custodians, both Taungurung and Yorta Yorta; a representative of the Euroa Chamber of Commerce</li> </ul>  |  |



## TOURISM, ARTS AND CULTURE ADVISORY GROUP

### MEETING MINUTES

Thursday 3 October, 2019  
Avenel, Private Meeting Room, Fowles Wines  
11:00am – 12:00pm



#### Attendees

|                    |                          |                     |                          |
|--------------------|--------------------------|---------------------|--------------------------|
| Cr Amanda McClaren | Councillor (CHAIR)       | Kathi Clark-Orsanic | Community Representative |
| Claire Taylor      | Strathbogie Shire        | Tess Noonan Egan    | Community Representative |
| Debra Ellis        | Strathbogie Shire        | Janelle Toomey      | Community Representative |
| Rosa Purbrick      | Community Representative |                     |                          |

#### Apologies

|                   |                          |              |                                       |
|-------------------|--------------------------|--------------|---------------------------------------|
| Cr Debra Bower    | Councillor               | Sissy Hoskin | Go Nagambie                           |
| Kristen MacKenzie | Community Representative | David Roff   | Group Manager Corporate and Community |

| ITEM   | PERSON RESPONSIBLE      |
|--|-------------------------|
| <b>1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY</b><br>Amanda McClaren (interim CHAIR) welcomed and paid recognition of traditional custodians of the land   | CHAIR – Amanda McClaren |
| <b>2. APOLOGIES – as above</b>   | All                     |
| <b>2a. ACCEPTANCE OF PREVIOUS MINUTES</b><br><br>Acceptance of minutes from last meeting 28/08/19<br><br>Moved: Deb Ellis<br><br>Seconded: Janelle Toomey  |                         |
| <b>3. ACTIONS FROM PREVIOUS MINUTES / UPDATE OF ONGOING MATTERS</b><br><br><b>3.1 Update on Urban Planning projects</b><br><b>3.1.1 Nagambie Water Tower</b> <ul style="list-style-type: none"> <li>▪ No further development, Actions to be carried over from previous minutes</li> <li>▪ Janelle spoke to a prospective artist for the projects we have been looking at in relation to large scale art projects.</li> <li>▪ She spoke directly with RONE who is completely committed for next 2yrs. Beyond 2021 he would like to take over a ghost town and do something on a larger scale like this - to rejuvenate a space. Very open to speaking with everyone about potential opportunities for this.</li> <li>▪ Very talented street and mural artist that was identified through an initiative Janelle was involved in. He is someone who potentially will be able to complete the project within budget. Not local, but could engage with local people.</li> <li>▪ Silos at Nagambie Railway precinct - Nagambie Action/Go Nagambie. Tim Purbrick is involved in this and has spoken with Rosa. This groups project could be a potential location for large scale art work.</li> </ul> | All                     |







|  |  |
|--|--|
| <p><b>5.3 Funding opportunity – Creative Victoria</b></p> <ul style="list-style-type: none"> <li>▪ Discussion regarding the opportunity to undertake a feasibility study to look at under-utilised spaces in our Shire. Expression of Interest has been prepared by Claire to be submitted by 9th October. 4 - 6mth project for this to be completed. General expressions of interest summaries received from Consultants have been provided</li> <li>▪ Strathbogie Inc has been speaking with arts groups in the area. Janet Fogarty has written a letter requesting a letter of support from Council for their application for the Creative Victoria grants as well.</li> </ul> <p><i>Actions:</i></p> <ul style="list-style-type: none"> <li>• <i>Councils expression of interest to be submitted on 9th October.</i></li> <li>• <i>Tess to arrange for a one page summary of Strathbogie Incs project proposal to be sent. Once received the letter and summary proposal to be presented to EMT</i></li> </ul> | <p>Claire Taylor<br/><br/>Tess Noonan<br/>Egan</p> |
| <p><b>6. OTHER BUSINESS</b></p> <ul style="list-style-type: none"> <li>▪ Acknowledgement of Janelle Toomey and her contribution to the Group – thanks and farewell.</li> </ul>   | <p>All members</p>                                 |
| <p><b>7. MEETING CLOSED @ 12:07pm</b></p>  |  |
| <p><b>8. NEXT MEETING/S:</b><br/>                 October – 9:30, Thursday 31 October, Euroa (Council – Meeting Room 2)<br/>                 November - TBC<br/>                 December - TBC</p>  |  |

**9.6.2 Nagambie Waterways Advisory Committee  
- Draft Minutes of the Meeting held on 14 October 2019**

**Author & Department**

Visitor Economy & Events Coordinator/Corporate & Community Directorate

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

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

**Summary**

Attached are the draft meeting minutes of the Nagambie Waterways Advisory Committee held on 14 October 2019 for Council's endorsement.

**RECOMMENDATION**

- 1. That Council endorse the draft Minutes of the Nagambie Waterways Advisory Committee meeting held on 14 October 2019.**
- 2. That Motion/s from the draft Minutes of the Nagambie Waterways Advisory Committee meeting held on 14 October 2019 be noted.**

**Background**

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

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

**Alternative Options**

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

**Risk Management**

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

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

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

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

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

9.6.2 Nagambie Waterways Advisory Committee  
- Draft Minutes of the Meeting held on 14 October 2019 (cont.)

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

The author of this report considers that the recommendation has no significant environmental or amenity 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.

**Community Engagement**

The author of this report is working with the Senior Communications Officer to develop a Community Engagement Plan for the community consultation for the Nagambie Waterways Zoning and Speeds Review.

**Attachments**

- Minutes of meeting 14 October
- Action List

**NAGAMBIE WATERWAYS ADVISORY COMMITTEE**

**GENERAL MEETING**

**held at the Nagambie Lakes Regatta Centre**

**on Monday 14 October 2019 at 5.10 pm**

**MEETING MINUTES**

**Attended:**

|                           |   |
|---------------------------|---|
| Cr. Amanda McClaren       | Mayor Strathbogie Shire Council (Chair) |
| David Roff                | Group Manager SSC                       |
| Libby Webster             | Strathbogie Shire Council (Secretary)   |
| John Beresford            | Commercial Developers                   |
| Robert Kean               | Nagambie Riparians                      |
| The Hon. Patrick McNamara | Nagambie Rowing Club & GMW              |
| Lee Rowlands              | Commercial Boating Operator             |
| Craig Stewart             | Commercial Boating Operator             |
| Scott Wikman              | GMW                                     |
| Alister Purbrick          | Go Nagambie                             |
| Tony Hammond              | Nagambie Riparians                      |
| Ian Mathieson             | GVW                                     |

**Guests:**

|               |                          |
|---------------|--------------------------|
| Kirsty Harris | Maritime Safety Victoria |
| Wayne Hill    | Life on the Water        |

**Apologies:**

|                       |                                      |
|-----------------------|--------------------------------------|
| Andrew Peters         | Elloura Developments                 |
| Inspector Peter Koger | Victoria Police – Mitchell Division  |
| Cr Debra Bower        | Councillor Strathbogie Shire Council |
| Wally Cubbin          | Nagambie Angling Club                |

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

2. **Review minutes of previous meeting** 12 August

Matters arising / Action List

Lee Rowlands from Nagambie Lakes Boat Hire reported no progress on potential storage for the hire vessels in the town.

Libby confirmed that actions 1 and 2 from the 17 June 2019 meeting and actions 1, 2 and 4 from the 12 August 2019 meeting had been completed.

Action 3- Libby presented an updated Business Plan and undertook to circularise to Committee members out of session.

Tony Hammond moved the minutes be accepted as tabled, John Beresford seconded.

All in favour – carried.

### 3. **Nagambie Waterways Zoning and Speed Limits Review**

Libby introduced Wayne Hill from *Life on the Water*, who will be undertaking a review of the Speed Limits and Zoning on Lake Nagambie and the Goulburn River.

Wayne had just met with the project control group to discuss the project.

Wayne noted that this is a unique waterway that has a lot to offer. The project will be looking long term, taking into account and considering the types of on water recreation into the future. The study will look at the physical surroundings of the zones and recommend appropriate zoning for the various areas of the waterways. The study will look at the safety issues that the Marine Act will be utilised to solve, what's working what's not and look for solutions.

Strategies, programming and codes of practices will back up the revised rules. The cost / benefit of revised rules will be considered as paramount and any rule changes that are agreed will be backed up with a considerable education and training component for the water users.

The project plan allows for *Life on the Water* to spend time at the various boat ramps and camping grounds, to talk to the waterway users and get their input. The idea is to capture as many different waterway users over this summer period as possible. The aim is to complete the study by September 2020.

### 4. **GMW Update**

Scott reported there was a recent meeting in Euroa for customers with foreshore licences. GMW has published a proposed new fee structure, inviting public consultation and feedback. So far there have been 30 responses. The process looks at balancing an appropriate fee structure, whilst mitigating environmental impacts with current and future infrastructure needs. The process has proven tricky to find common ground.

### 5. **Preparations for the Summer season**

Libby reported that press releases and information had been prepared for water users for the Summer season and would be released soon.

### 6. **Calendar of 19 / 20 on water events**

Libby tabled an up to date "Events and Lake Closures 2019/2020" paper for the period 5 October 2019 to 19 April 2020 and confirmed that this paper would be circulated out of session.

### 7. **General Business**

- Tony Hammond offered to host the Committee on his motor boat to tour the waterways and look first hand at the current zonings and issues. All agreed
- Amanda reported that the Shire has been offered \$1 million in Drought Infrastructure Funding to create employment and economic development in the region. Amanda proposed an inflatable splash park as a pilot program in the bowl of the Lake. Tony Hammond reported that he has done extensive investigation and would be happy to share this information with the Shire. Lee Rowland would be keen to be involved as he operates a complementary business. Amanda thanked Tony for his offer and would be in touch.

- John Beresford commented that there is a current proposal for infrastructure upgrades at the Regatta Centre. This was a worthwhile proposal showing that with minor upgrades to the facility, such as electricity / lighting upgrades and fencing, it would attract a wider range of larger events such as caravan camping expos, trade shows, concerts etc. The Regatta Centre is a great asset to the community and the economy of the region and is worthy of upgrades and should be considered as part of this funding.
- Pat McNamara commented that linkage between the Regatta Centre / Leisure Park into town, is vital and should also be put on the list.

**Motion:**-Pat McNamara proposed that the top priority project for funding is the walkway linkage from the Regatta Centre to Elloura. This was seconded by Alister and all were in favour.

Other priority projects as agreed by the Nagambie Waterways Advisory Committee are:

- Water/splash park;
- Regatta Centre infrastructure upgrades; and
- Projects from the Nagambie Tourism Infrastructure Business Case.

These need to be assessed as to what fits criteria for various streams of funding.

**Meeting closed 5.56pm**

FINAL MEETING FOR 2019:

Monday 9 December – Kirwans Bridge 4pm to commence inspection of waterways and issue with speed zones

Signed as a true and correct record of the meeting.

Mayor Amanda McCLaren  
Chair

## **NAGAMBIE WATERWAYS ADVISORY COMMITTEE MEETING**

### **Action List**

#### **Actions from August 12 meeting:**

|                 |   |
|-----------------|---|
| <b>Action 1</b> | LW to reply to Marg Alcorn's re the land adjacent to Chinamans Bridge |
|-----------------|---|

See below

|                 |  |
|-----------------|--|
| <b>Action 2</b> | LW to contact VicRoads re land on the Heathcote side of Chinamans Bridge |
|-----------------|--|

Libby spoke to Jeff Saker – Group Manager of Community Assets who has spoken to VicRoads regarding this issue. No progress so far.

|                 |  |
|-----------------|--|
| <b>Action 3</b> | LW to update the business plan to present at the October meeting |
|-----------------|--|

Tabled

|                 |   |
|-----------------|---|
| <b>Action 4</b> | LW to follow up re white water rafting proposal |
|-----------------|---|

Libby spoke to Paul Loughran re the progress. He commented that the process had halted due to lack of funding.

*Dear Marg,*

*Thanks you for your note regarding the land adjacent to Chinaman's Bridge.*

*Sounds like you have been given the run around – and I am not going to be able to give all the answers either!*

*Your email was tabled at the Nagambie Waterways Advisory Committee for discussion.*

*The land itself is jointly controlled by Vicroads (the road that comes off the original Chinamans Bridge) and the remainder is under the management of Goulburn Murray Water. Strathbogie Shire manages the waterways.*

*There are a number of safety issues with regard to this land. Access from the Heathcote Road, the state of disrepair Chinamans Bridge is in, to name a few.*

*You may have noticed that the Shire as Waterways Manager, recently installed a transit lane under Chinaman's bridge and created a no boating zone adjacent to this land, as the state of the bridge is such that it was seen as a major hazard of timber falling from the bridge and there is only the middle span where there is a steel beam, is seen as 'safe' to travel under.*

*The other major issue is the access to this land from the Heathcote Road which is tight. Recently GMW and the Shire submitted a request to VicRoads to extend the Armco railing at the entrance to restrict entry to the land, because of the dangers.*

*I would suggest if you wish to follow up this matter further, then you could contact GMW at their Tatura office <https://www.g-mwater.com.au/contact/>*

*Kind Regards Libby*

|            |  |    |
|------------|--|----|
| <b>9.7</b> | <b>Organisation Reports Index</b>  |    |
| 9.7.1      | Cancellation of Unused Road Licence<br>- 'Chatsworth Park' Development ~ 297 Mitchellstown Road,<br>Tabilk | 17 |
| 9.7.2      | Strathbogie Shire Council Audit Committee<br>- Appointment of External Independent Members                 | 24 |
| 9.7.3      | Updated Customer Service Charter   | 27 |
| 9.7.4      | Proposed Road Deviation at Dip Lane, Marraweeny  | 39 |
| 9.7.5      | Financial Report to 31 October 2019  | 48 |
| 9.7.6      | Council Policy Review<br>- Kerbside Collection Services Policy   | 62 |
| 9.7.7      | Business Management System   | 79 |



## 9.7 ORGANISATION

### 9.7.1 **Cancellation of Unused Road Licence** **- 'Chatsworth Park' Development ~ 297 Mitchellstown Road, Tabilk**

#### **Author & Department**

Manager Infrastructure / Community Assets Directorate

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

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

#### **Summary**

Council has received a request to consider the cancellation of an existing licence over an unused road reserve in order to facilitate the realignment of the existing road reserve to suit the 12 lot subdivision (P2009/104 – Chatsworth Park Estate).

Council is to determine under section 407(1) of the Land Act 1958 that a licence over an unused road within the development be cancelled “in the public interest” and that Council inform the Minister administering the Land Act, by instructing the Department of Environment, Land, Water and Planning (DELWP), accordingly.

#### **RECOMMENDATION**

**That, in accordance with section 407(1), of the Victorian Land Act 1958, Strathbogie Shire Council resolve to support the application by Chatsworth Park Pty Ltd, to have unused road grazing licence No 0900205, Parishes of Tabilk and Avenel cancelled and give formal notice of such resolution to the Department of Environment, Land, Water and Planning (DELWP) and to Chatsworth Park Pty Ltd.**

#### **Background**

As part of the 12 lot subdivision, the internal road alignment was designed to suit the requirements of the developer and the rolling terrain of the land. To maintain a compliant road design to Council standards, a section of the original road reserve alignment was altered.

This section of original road reserve is presently an ‘unused (Crown) road’ pursuant to section 400(1) of the Land Act, due to a previous determination made by Council (its predecessor) that the road was “*not required for public traffic*”.

In order for the developer to receive certification and Statement of Compliance, this unused road grazing licence is to be removed.

9.7.1 Cancellation of Unused Road Licence  
- 'Chatsworth Park' Development ~ 297 Mitchellstown Road, Tabilk (cont.)

**Alternative Options**

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

**Risk Management**

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

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

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

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

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

**Financial / Budgetary Implications**

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

**Economic Implications**

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

**Environmental / Amenity Implications**

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

**Community Implications**

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

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

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

**Legal / Statutory Implications**

Under the provisions of section 407 Land Act 1958 "Re-opening of licenced closed road or water frontage" if Council considers that it is in the public interest that an existing licence under section 130 of the Land Act be varied or cancelled, it may do so by informing DELWP.

9.7.1 Cancellation of Unused Road Licence  
- 'Chatsworth Park' Development ~ 297 Mitchellstown Road, Tabilk (cont.)

**Consultation**

As provided for under the Land Act, DELWP are required to provide three months notice to the licence holder of the proposal to cancel the licence.

**Attachments**

- Copy of Unused Road Licence No. 0900205
- Locality Plan
- Subdivision (Stage 1)
- Existing Unused Road Licence
- Road Exchange Plan
- Road Names (Stage 1)

Unused Road Licence No. 0900205

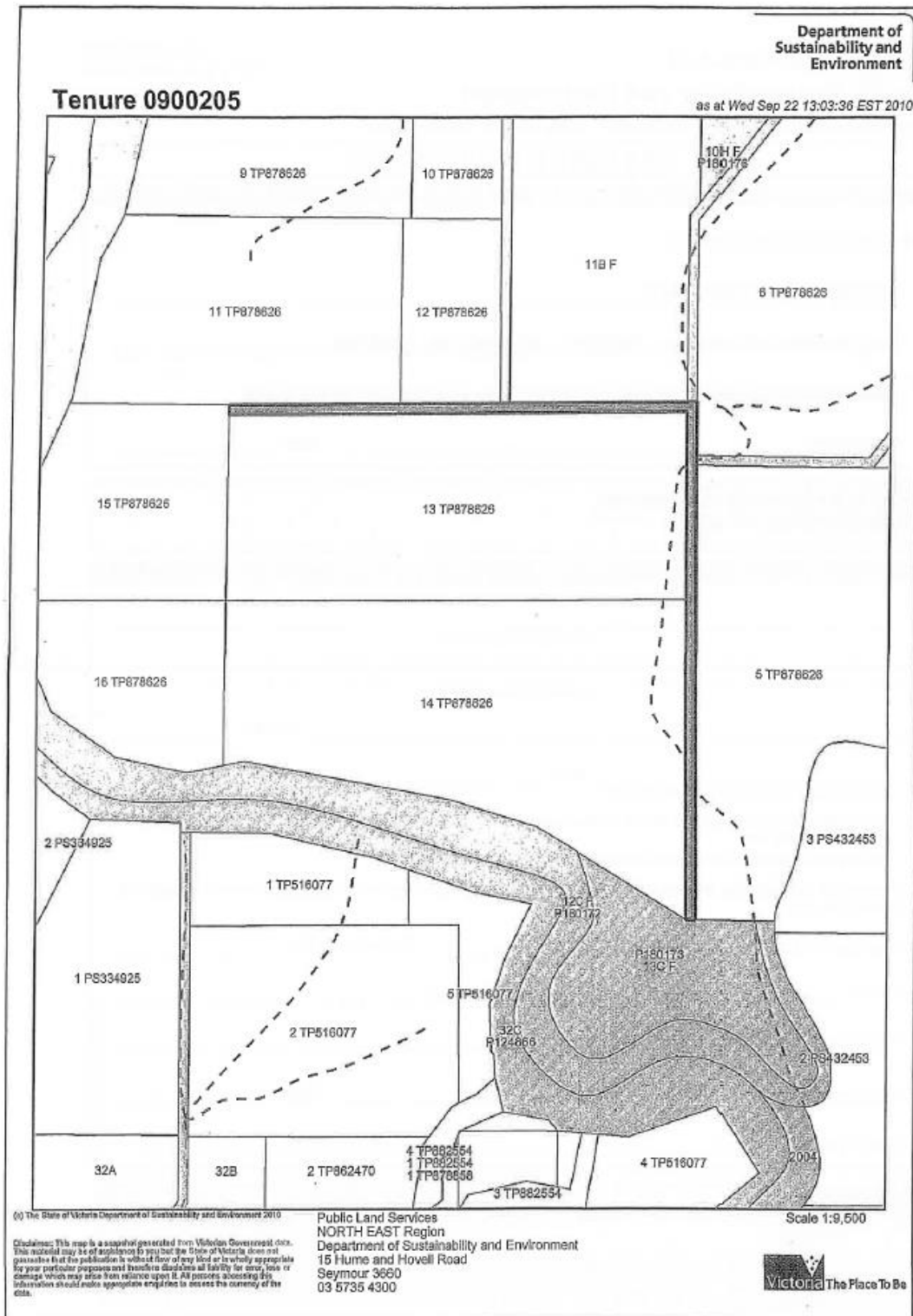


Figure 1 – Locality Plan

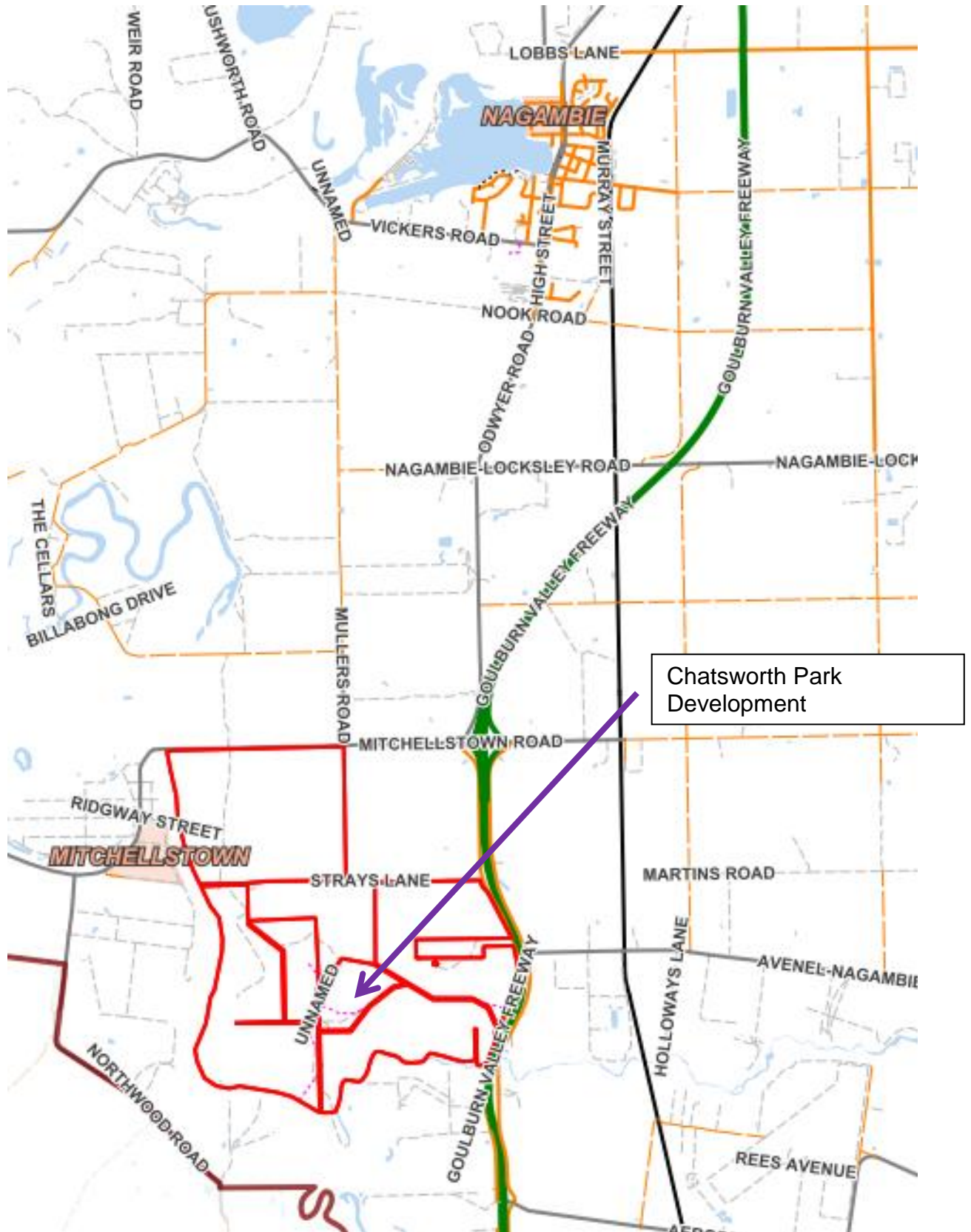


Figure 2 – Subdivision (Stage 1)

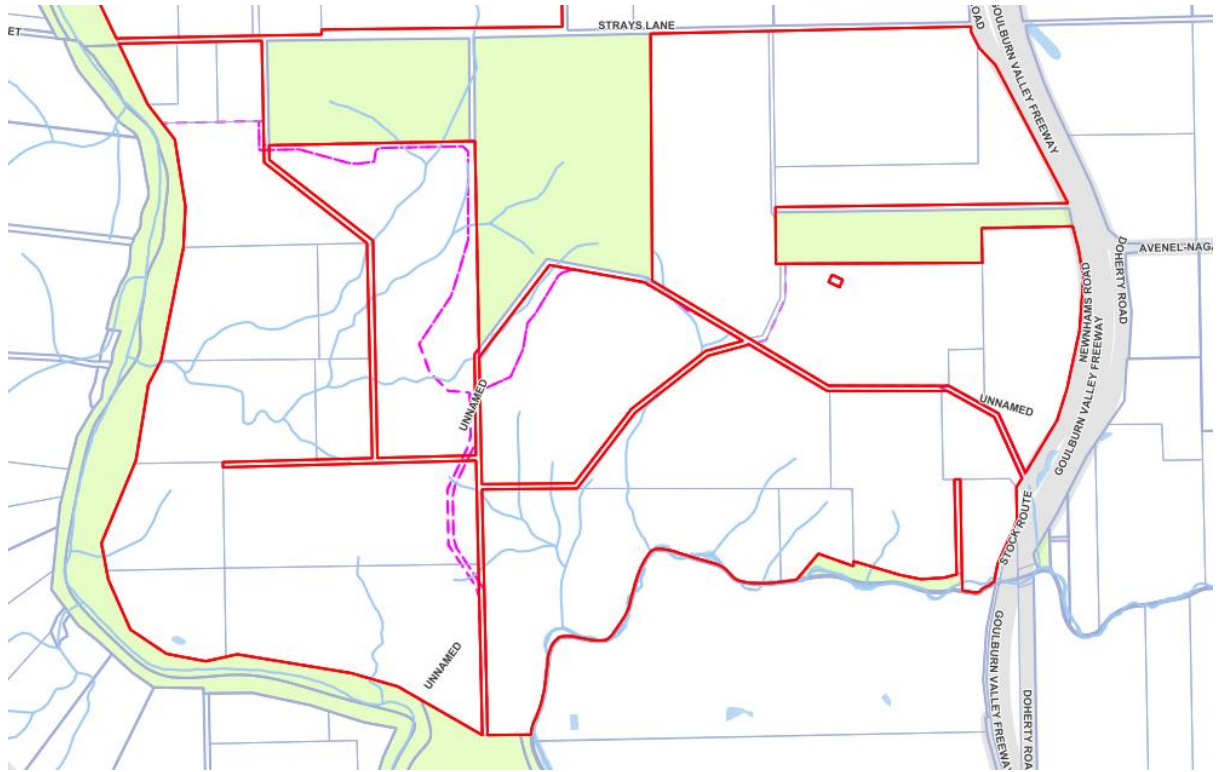


Figure 3 – Existing Unused Road Licence

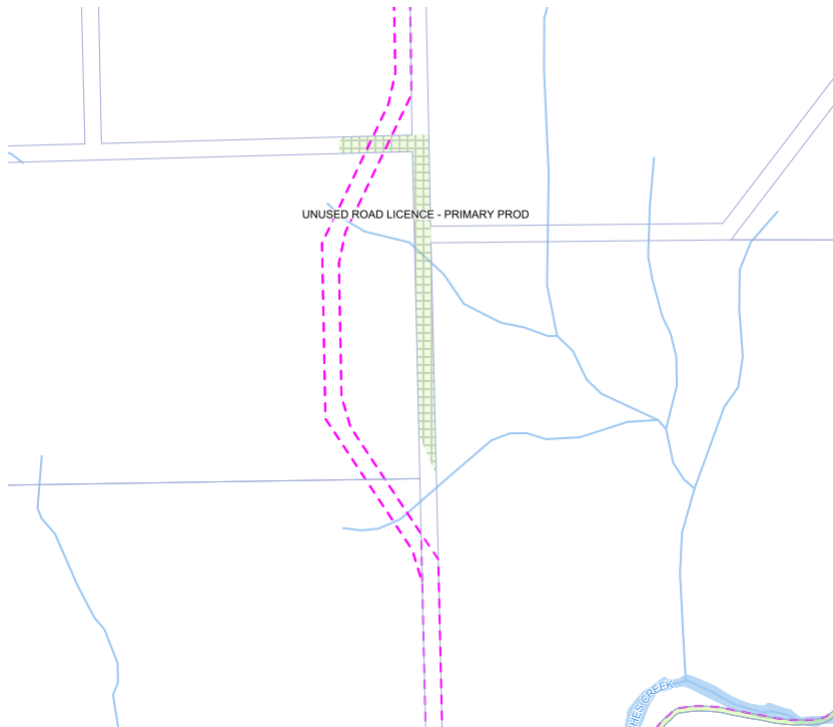


Figure 4 – Road Exchange Plan

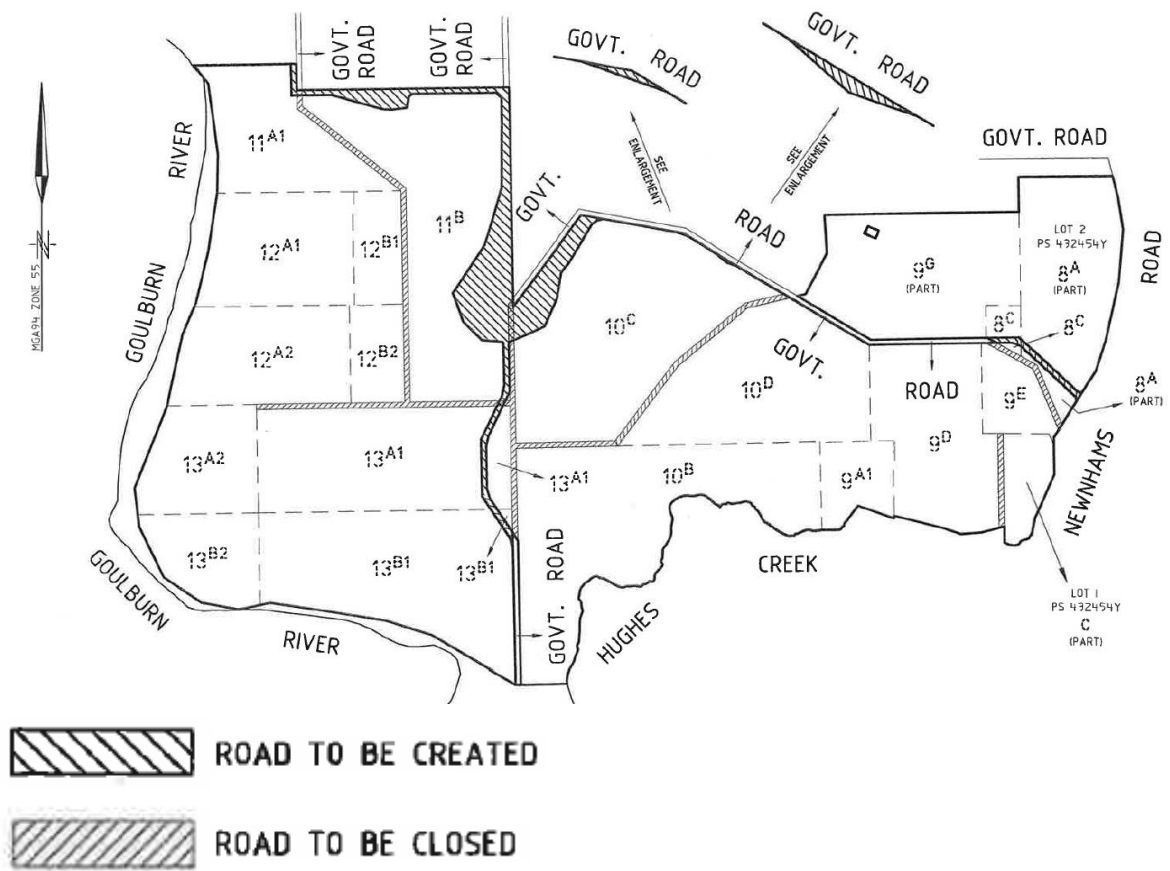
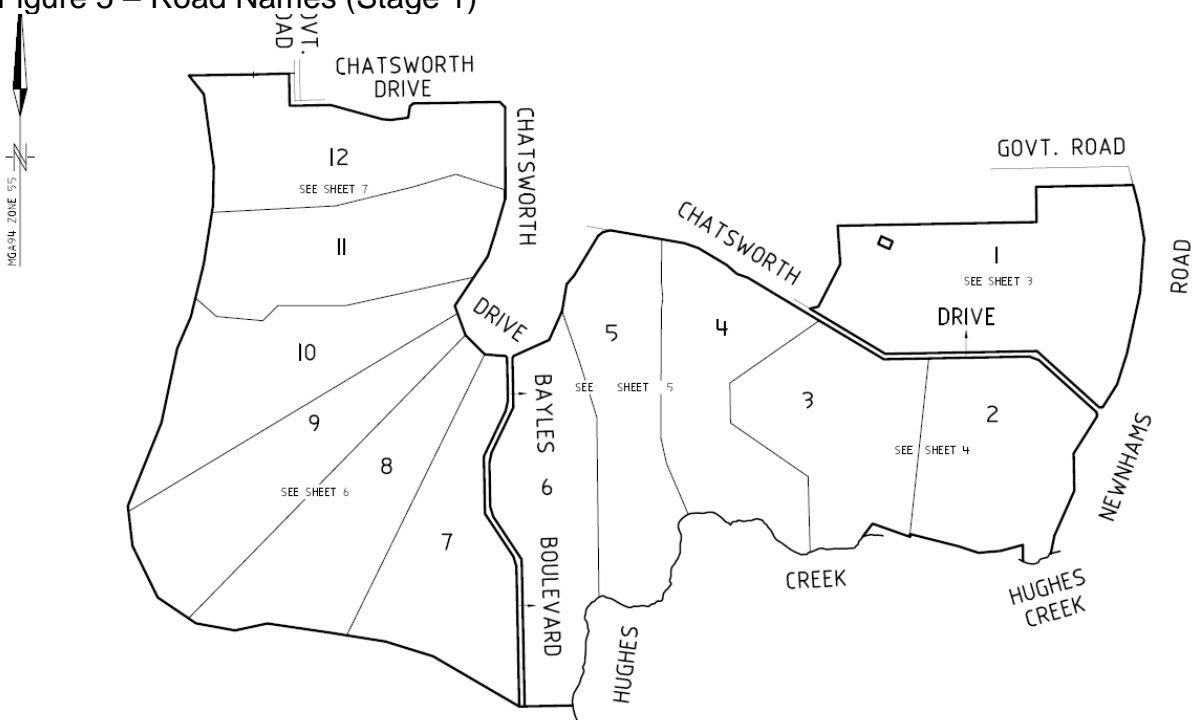


Figure 5 – Road Names (Stage 1)



## **9.7.2 Strathbogrie Shire Council Audit Committee - Appointment of External Independent Members**

### **Author & Department**

Group Manager, Corporate and Community / Corporate and Community Directorate

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

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

### **Summary**

This report recommends appointment of Alister Purbrick and Mark Freudenstein as community members for a 3 year term expiring in May 2024.

### **Background**

Following the VAGO Fraud and Corruption Control Audit Report - Local Government (June 2019) and a subsequent meeting of the Audit Committee, the Council at its October 2019 meeting resolved:

*“That Council amends the Audit Committee Charter to reflect membership, as follows:-*

- 1. To allow for a minimum of three (3) external independent persons and a minimum of two (2) Councillor representatives; and*
- 2. To increase the number of external independent persons on the Audit Committee from three (3) to four (4).”*

### **External Independent Membership**

The term of expiry for current committee members is shown below:

- |                       |          |
|-----------------------|----------|
| - Mr Alister Purbrick | May 2019 |
| - Ms Clair Taranto    | May 2020 |
| - Mr Robert Gardner   | May 2021 |

In accordance with Recommendation 2 from the October Council meeting, there is a need to appoint two External Independent members, given the expiry of Mr Purbrick's term.

The Audit Committee Charter provides for appointments of external persons to be made by Council by way of a public advertisement. The terms of the appointment are generally for a period of 3 years and should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council's elected representatives. Council may reappoint current external members from time.

An advertisement seeking nominations for the Committee was placed in:

- Euroa Gazette
- Seymour Telegraph
- Benalla Ensign
- Shepparton News
- And on Council's website



9.7.2 Strathbogie Shire Council Audit Committee  
- Appointment of External Independent Members (cont.)

At the closing date, three submissions had been received

Under the Audit Committee Charter :

*“ External independent persons will have senior risk, business, financial or legal knowledge and experience, and be conversant with the financial and other reporting requirements. The evaluation of potential members will be undertaken by the Mayor and Chief Executive Officer taking account of the experience of candidates and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment put to Council”*

Interviews have been conducted by the Mayor and Acting CEO and it is recommended that Alister Purbrick and Mark Freudenstein be appointed as External Independent members.

With regard to experience :

- Mark Freudenstein – background in Risk management, Occupational Health and Safety , Business Continuity, Systems Auditor
- Alister Purbrick – Significant business experience, previous Councillor and current member of the Audit Committee

Councillor Representatives

At the Annual Statutory Meeting of Council held on 12 November 2019, Councillors Amanda McClaren and Graeme Williams were appointed to the Audit Committee.

**RECOMMENDATION**

**That Alister Purbrick and Mark Freudenstein be appointed as External Independent Representatives on Council’s Audit Committee for the period ending 31 May 2024.**

**Background**

Background to this report has been provided in the Summary component above.

**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**

Appointment of an additional external independent member has the capacity to strengthen management of Council’s risks.

9.7.2 Strathbogie Shire Council Audit Committee  
- Appointment of External Independent Members (cont.)

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

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

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

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

**Financial / Budgetary Implications**

The recommendation has a minor recurrent budget consideration in that payment for an additional member at \$ 356 per meeting would be incurred.

**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 Audit Committee requires additional members who are knowledgeable and suitable for the role to ensure there is adequate community representation.

**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**

Nil.

### **9.7.3 Updated Customer Service Charter**

#### **Author & Department**

Community Relations Team Leader / Innovation & Performance

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

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

#### **Summary**

Council's Customer Service Charter has been reviewed and updated to provide a clear statement of our commitment to handling customer enquiries. The Customer Service Charter outlines expected response timeframes and how complaints will be handled.

#### **RECOMMENDATION**

**That Council adopts the Customer Service Charter, as attached.**

#### **Background**

Council's current Customer Service Charter was adopted in 2013. A review has been undertaken and a revised document has been prepared.

Consultation with all staff members, management, Councillors and some customers has taken place and feedback has been incorporated into the final document.

#### **Alternative Options**

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

#### **Risk Management**

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

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

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan.  
**Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2010 (CCA) implications.**

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

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

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

### 9.7.3 Updated Customer Service Charter (cont.)

#### **Economic Implications**

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

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

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

#### **Community Implications**

The community will have clearer information surrounding Council's response timeframes and how their complaints may be handled.

#### **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.

#### **Community Engagement**

Community members that had previously expressed interest in the proposed Customer Service Reference Group were offered the opportunity to provide feedback and input during the drafting process. Another customer that had expressed dissatisfaction with their response time was also approached for feedback/input which was well received. The Customer Service Charter will be available on Council's website once adopted.

#### **Attachments**

- Customer Service Charter





## At Strathbogie Shire Council we pride ourselves on providing a high standard of customer service across the organisation.

We strive to better understand our customers' needs and preferences through listening, discussion, consultation and feedback. We want to ensure our customers have a good experience when dealing with Council.

We understand that a commitment to excellent customer service is required from all Council staff to ensure that we serve our community in the best way possible.

This Customer Service charter outlines what you can expect when dealing with us as a promise of the service we aim to provide.

### When you contact Council, we will:

- Greet you politely and identify ourselves by first name
- Respond to your contact promptly
- Treat you with respect and courtesy
- Listen to you carefully so that we may understand and respond to your needs appropriately
- Communicate in a clear and concise manner
- Take responsibility to assist you with your enquiry to the best of our ability
- Provide choice in our delivery methods so that our services are accessible across the community
- Keep you informed of the status of your request or enquiry and close the loop when the request or enquiry is complete
- Give due regard to any emergency situation which may put our community at risk of their safety within our jurisdiction



## Response Times

There are a number of ways you can contact Council to make an enquiry, request a service or provide feedback.

| Method of Contact                     | Our Promised Response Timeframe  |
|---------------------------------------|--|
| Email<br>Online forms<br>Social media | <p><b>Acknowledgement within 2 working days</b><br/><b>A response within 7 working days or as otherwise specified in our service commitments on pages 5-9 of this charter.</b></p> <p>If a full response is not possible initially, then you will receive an acknowledgement which will indicate a timeframe in which you can expect a reply and the name of the officer handling your request.</p>  |
| Phone or in person                    | <p>We aim to resolve your enquiry promptly without unnecessary referrals or transfers.</p> <p>If we are unable to resolve your enquiry at the time we will provide you with the name of the person the enquiry will be referred to.</p> <p>Phone calls will be returned at the first opportunity. However if information is not readily available, verbal enquiries will receive an acknowledgement phone call with in <b>24 hours</b> and a more detailed response within <b>7 working days</b>.</p> <p>If you have an enquiry about a complex issue like planning or building you may wish to make an appointment. This way we can ensure a specialist officer is available to discuss your issue.</p> |
| Written requests                      | <p><b>We aim to respond to you within 10 working days</b></p> <p>If a full response is not possible, then you will receive an acknowledgment which will indicate a timeframe in which you can expect a reply and the name of the officer handling your request.</p> <p>All correspondence will be prompt, courteous and written in plain language.</p>   |
| Freedom of information requests       | <p><b>Acknowledgment within 3 working days</b></p> <p>Formal freedom of information requests will be processed in accordance with the Freedom of Information Act and a response will be processed within <b>30 calendar days</b>.</p>  |



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## Respecting your privacy

Your personal information will be handled in accordance with the Privacy and Data Protection Act 2014 and used for the specified purpose. You can access your personal information by contacting Council's Privacy Officer on 1800 065 993.

## Help us to help you

When you contact Council, please:

- Provide all relevant information to help us better assist you with your enquiry
- If your enquiry has a complex nature, please provide all the details in a written form so we have all the correct information to best action a response or investigation
- Please treat us with courtesy and respect. We are here to help you. Abusive behaviour towards our staff will not be tolerated under any circumstances.
- Let us know when things change, for example your contact details

## Responding to your concerns

We will:

Respond to your concerns as a matter of priority however if you feel that the service we have provided to you has not met the terms of this Customer Service Charter, you may lodge a complaint.

Complaints can be submitted via email, post, in person or over the phone

**Website:** [www.strathbogie.vic.gov.au](http://www.strathbogie.vic.gov.au)  
**Email:** [info@strathbogie.vic.gov.au](mailto:info@strathbogie.vic.gov.au)  
**Post:** PO Box 177, Euroa VIC 3666  
**Phone:** 1800 065 993 or 03 5795 0000  
**In Person:** Main Office - 109A Binney Street, Euroa  
Nagambie Office - 293 High Street, Nagambie

If you are unhappy with our complaint resolution you may contact the office of the Ombudsman on 1800 806 314 or visit [www.ombudsman.vic.gov.au](http://www.ombudsman.vic.gov.au)



## Decision making

When we make a decision, we will:

- Consider all perspectives before reaching a decision
- Make decisions that are consistent, fair and in line with Council policies, and relevant legislation
- Explain the reasons for our decisions
- Communicate our decisions and respond with any further action in a timely manner

## Feedback from you

We welcome, at any time, comments or suggestions to help us improve our service to you.

Additionally, we will:

- Monitor our performance constantly and consult with our customers regularly to help us better tailor our services to meet your needs and gain valuable feedback
- Review this charter as part of Council's planning cycle and consider your comments as part of the review



## Service Commitments

Our service commitments provide timeframes for some of the services we provide from repairing footpaths to emptying bins or delivering maternal and child health services.

Below are just some of our service commitments to you:



### Animal Services

- We will audit every registered domestic animal business annually to ensure compliance with relevant codes of practice.
- We will respond to complaints about dog attacks against people or animals within 24 hours of a report being received. A thorough investigation must then be undertaken which may take time to finalise.
- We will respond to complaints about barking dogs within two (2) working days. A thorough investigation must then be undertaken which may take some time to finalise.
- We will aim to provide you with a cat cage to catch feral cats within five (5) working days, depending on availability. You may need to be placed on a waiting list if all our cat cages are out on loan.
- We will respond to complaints about roaming animals within 24 hours of a report being received.
- We will process new dog and cat registration applications within one (1) working day of an application and payment being received.



### Building Services

- We will provide Section 32 Building information certificates within five (5) working days of an application being received.
- We will provide property information certificates within ten (10) working days following receipt of relevant documentation and payment of fees.
- We will provide copies of building plans and permits within fifteen (15) working days of an application being received. Copies may not be available for properties over 10 years old.
- We will commence investigations into complaints/concerns relating to dangerous buildings and unfenced pools or spas on the day of a complaint being received.
- We will provide a response to an application for report and consent within fifteen (15) working days following receipt of relevant documentation and payment of fees.



### Drains and Cleaning

- We will inspect and make safe rubbish and litter within seven (7) working days of a request being received. (Note - The removal time will depend on the type of hazard and risk that the rubbish/litter poses to the public)
- We will remove dead animals from Council roads and township paths within one (1) working day of a report being received.
- We will investigate blocked Council owned drains and pits within two (2) working days of a report being received.
- We will inspect and make safe missing or damaged pit lids within one (1) working day of a report being received.



## Fire Prevention

- We will undertake property inspections for fire hazard requests during the fire danger period within five (5) working days of notification.
- We will undertake property inspections for long grass requests during non-fire danger period within ten (10) working days of notification.



## Local Laws

- We will respond to complaints about unregistered or abandoned vehicles on Council land within five (5) working days if the car is safely parked or within 24 hours if the car is not safely parked and is a traffic hazard.
- We will respond to complaints about illegally parked vehicles within 24 hours and broader parking issue complaints within five (5) working days.



## Paths, Parks & Playgrounds

- We will investigate and action general parks maintenance (non-urgent) requests within ten (10) working days.
- We will attend to emergency playground requests within 24 hours of a report being received.
- We will inspect and make safe dangerous footpaths within two (2) working days of a report being received.
- We will inspect and provide advice on vehicle crossing enquiries within five (5) working days.



## Environmental Health

- We will complete new business registrations for food and public health premises and issue a certificate of registration within fifteen (15) working days of receiving a complete application and the lodgement fee.
- We will commence processing applications for permits to install and use onsite wastewater management systems within ten (10) working days.
- We will respond to food poisoning complaints within 24 hours and other food related complaints within two (2) working days.
- We will commence investigations in response to complaints within two (2) working days.



## Governance

- Council minutes will be made available within seven (7) days after a Council meeting.
- We will process freedom of information requests within 30 calendar days from when all required information has been received.



## Maternal & Child Health

- All birth notifications are responded to promptly within five (5) working days. The Maternal and Child Health nurse will contact the family and encourage them to engage with the service.
- All the first time parents will be invited to attend a first time parent group before their child reaches four (4) months of age upon receipt of a birth notification.



## Rates

- We will process copies of rate notices within five (5) working days of a request being made.
- We will process standard Land Information Certificates within five (5) working days following receipt of relevant documentation and payment of fees.
- We will process urgent Land Information Certificates within one (1) working day following receipt of relevant documentation and payment of fees.



## Subdivisions

- We will refer subdivision applications for certification to external referral authorities within seven (7) days of lodgement of relevant documentation and payment of fees.



## Roads & Bridges Maintenance

- We will inspect pot holes on Council sealed roads within fourteen (14) working days of a report being received and repairs will be carried out according to the Road Management Plan within a two (2) month period.
- We will inspect pot holes on Council unsealed roads within three (3) months of report being received and repairs will be carried out according to the Road Management Plan within a six (6) month period.
- We will inspect and make safe structural damage to Councils (class 3 and 4) bridges within two (2) working days of report being received.
- We will replace missing or damaged regulatory signs within one (1) month of report being received.



## Planning

- We will investigate all high risk breaches of the planning controls within three (3) working days of a request being received.
- We will request further information on planning applications where required within 28 days of lodgement.



## Tree & Horticulture

- We will attend to emergency tree requests where the tree/branch is on a Council managed road or walkway within 24 hours of a report being received.
- We will investigate routine tree maintenance requests on Council land within ten (10) working days of a request being received.



## Waste Services

- We will replace missing or unrepairable bins within five (5) working days of request being received.
- We will provide bins to new residential properties within five (5) working days of occupation when notified by the resident or occupier.
- We will return for missed bin collections due to driver error within two (2) working days of report being received.
- We will clear all street and park litter bins at least once every week.
- We aim to divert 65% of waste collected from kerbside collections away from landfill.





## Keeping in touch

Stay in touch with our latest news and projects via the following methods:



[www.strathbogje.vic.gov.au](http://www.strathbogje.vic.gov.au)



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**1800 065 993**

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[www.strathbogie.vic.gov.au](http://www.strathbogie.vic.gov.au)



#### **9.7.4 Proposed Road Deviation at Dip Lane, Marraweeny**

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

Manager Projects / 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**

At the Ordinary Council meeting on 17 September 2019, Council resolved to undertake a Section 223 submissions process calling for submissions in relation to a proposed process be undertaken to provide access to the recently upgraded bridge over Faithful Creek off Dip Lane, Balmattum, some 3.5km from the intersection with Sheans Creek Road, via a track.

Submissions closed on 23 October 2019. Two written submissions were received with one submitter requesting to be heard at a Special Council meeting to receive / hear submissions held on 6 November 2019. The submitter addressed the Council in support of their submission.

Officers have taken the submissions into consideration when determining the outcome of the process and the recommendation.

Following the recent statutory procedures to connect to Dip Lane at the south east portion near Faithful Creek and adjacent to Lot 10 on TP944922 ("the road") to the track, under Section 207B and clause 2 of Schedule 10 of the *Local Government Act 1989*, this report recommends that the proposed process be approved in order to provide access to the recently upgraded bridge over Faithful Creek from Dip Lane, Balmattum.

##### **RECOMMENDATION**

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

- 1. To note the written submissions received and the verbal submission in support of one of the submissions received;**
- 2. To approve the proposed track deviation in order to provide access to the recently upgraded bridge over Faithful Creek from Dip Lane, Balmattum;**
- 3. Proceeds with seeking Ministerial Consent to the deviation, publish the notice required in the Government Gazette and give effect to the opening of the new access track from Dip Lane and transfer of discontinued land to the registered landowner of Lot 10 on TP944922; and**
- 4. To write to both submitters thanking them for their submissions and advise them of Council's decision.**

#### 9.7.4 Proposed Road Deviation at Dip Lane, Marraweeny (cont.)

##### **Background**

Council's recent bridge upgrade program included the replacement of bridge No.142 on Dip Lane in 2017-18 and the re-decking of bridge No.143 on Dip Lane which was completed in 2018-19.

Bridge No.143 across Faithful Creek provides the only legal access to Lot 3 LP117170. It also provides access to Lot 2 LP122627. The owner of this lot owns property on both sides of Faithful Creek.

The road reserve on the approach to bridge No. 143 is not aligned to the location of the existing bridge (refer attachment A)

Information provided by DELWP indicates that subdivision of the land in 1978 required the developer to construct a bridge (Bridge No. 143) and to construct the approach road. The formal road was never constructed and practical access to the bridge has been gained by a track across private property.

In conjunction with the bridge renewal works it has been the intention to formalise the access by a track deviation.

Consultation with the affected owners has been carried out over a period of time and they are supportive of the proposed deviation.

Surveyors were engaged to prepare the track deviation plan which shows the area of reserve to be acquired by agreement (R1) from Lot 10 on TP944922 and the area of unused road reserve to be transferred to the adjoining owner.

The plan (refer Attachment B) shows the area of unused road reserve to be closed (cross hatched) and the area of road to be opened (hatched).

The provisions of the *Local Government Act 1989* Section 207B, Schedule 10, Clause 2 support the proposal.

In accordance with the *Local Government Act 1989*, a Section 223 exhibition process has been conducted.

As a result of this process, two written submissions were received with one submitter requesting to be heard at a Special Council meeting to receive / hear submissions held on 6 November 2019. The submitter addressed the Council in support of their submission.

Officers have taken the submissions into consideration when determining the outcome of the process and the recommendation. The responses to the submitters concerns are as follows:



#### 9.7.4 Proposed Road Deviation at Dip Lane, Marraweeny (cont.)

##### **Submitter One**

1. *“There is already access on the unused road to the bridge and the financial burden to more costs for Ratepayers to and a gain to the land owner”*

The original road reserve was not where the actual access for the land holders or for CFA use was located. The various owners of the property over the years have enabled this situation to develop, largely driven by the fact that installing a road way within the paper road (at that time) would have been extremely expensive due to the terrain factors.

The proposal, as it stands, encloses the existing track within a defined road envelope utilising existing fencing, in part, as well as existing gateways. The net result is an almost flat grade to the track coupled with an ability to use the access in all seasons, as the existing paper road would not be easily traversable, even by 4WD vehicles in wet periods.

2. *“Where is this expenditure going to be put against in the Budget? Road Maintenance maybe when there are many other roads that have received zero works in the past 10 years plus.”*

The expenditure will be capitalised against Council’s road assets.

All Council roads are classified and as a consequence they are treated according to that hierarchy and Council does have roads at both ends of the works spectrum, hence it would be unrealistic to expect a greater level of service to “zero” roads without an increased rate impost on ratepayers and Council believe that the balance of roads is about right.

3. *“What is the estimated cost of this project if is passed?”*

It is a minor Capital works budget estimated at \$5,000 required for surveying and title amendments.

4. *“Is the council aware that this application ‘Road Deviation’ in the Shire and that if this is passed you will be expected to pass future applications that are put forward?”*

Over the years Council has and will continue to be involved in matters related to realignment of road boundaries. The Council’s road network is littered with boundary adjustments, purchases, exchanges and Council always includes the cost of such deviations in the capital cost of any proposed works thus making the process very transparent.

#### 9.7.4 Proposed Road Deviation at Dip Lane, Marraweeny (cont.)

##### **Submitter Two**

1. *“The bridge No 143 is still accessible of the unused road therefore there is no reason to waste council’s time and ratepayers monies on the project.”*

The original road reserve was not where the actual access for the land holders or for CFA use was located. The various owners of the property over the years have enabled this situation to develop, largely driven by the fact that installing a road way within the paper road (at that time) would have been extremely expensive due to the terrain factors.

The proposal, as it stands, encloses the existing track within a defined road envelope utilising existing fencing, in part, as well as existing gateways. The net result is an almost flat grade to the track coupled with an ability to use the access in all seasons, as the existing paper road would not be easily traversable, even by 4WD vehicles in wet periods.

2. *“This bridge in on Public Purposes Reserve P162046 therefore there is no reason to change existing road reserves.”*

The bridge in question sits across Crown Land – 2002, 2003, 2004\ PP3039. The issue is not with where the bridge is located, the issue is the connection from the Crown Land to the Dip Lane Road Reserve.

3. *“If this proposal is successful and passed by council this will open other opportunities for many other roads to be transferred to the adjoining registered landowners. This will set a precinct for any future applications in the Strathbogie Shire, which will very costly to the Shire”*

Council has and will continue to enter into such arrangements as (in fact) it minimises the cost to the ratepayer by removing “land value” as an issue. Such transfers cost the ratepayer the minor Survey and or Title transfer/alteration costs.

Where such alterations, deviations etc. are from private land, Council again will enter into a precise process as part of a normal commercial arrangement, the process of which is covered by the *Local Government Act, 1989* but occurs because of the needs of Council in the best interests of its ratepayers.

But above all else these processes are designed to be as transparent as possible. Please note that the transfer of paper Roads comes at the request of Council not the abutting landholder and is usually driven by the needs of Council, not the other way around.

##### **Alternative Options**

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

#### 9.7.4 Proposed Road Deviation at Dip Lane, Balmattum (cont.)

##### **Risk Management**

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

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

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

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

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

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

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

##### **Economic Implications**

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

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

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

##### **Community Implications**

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

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

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

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

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

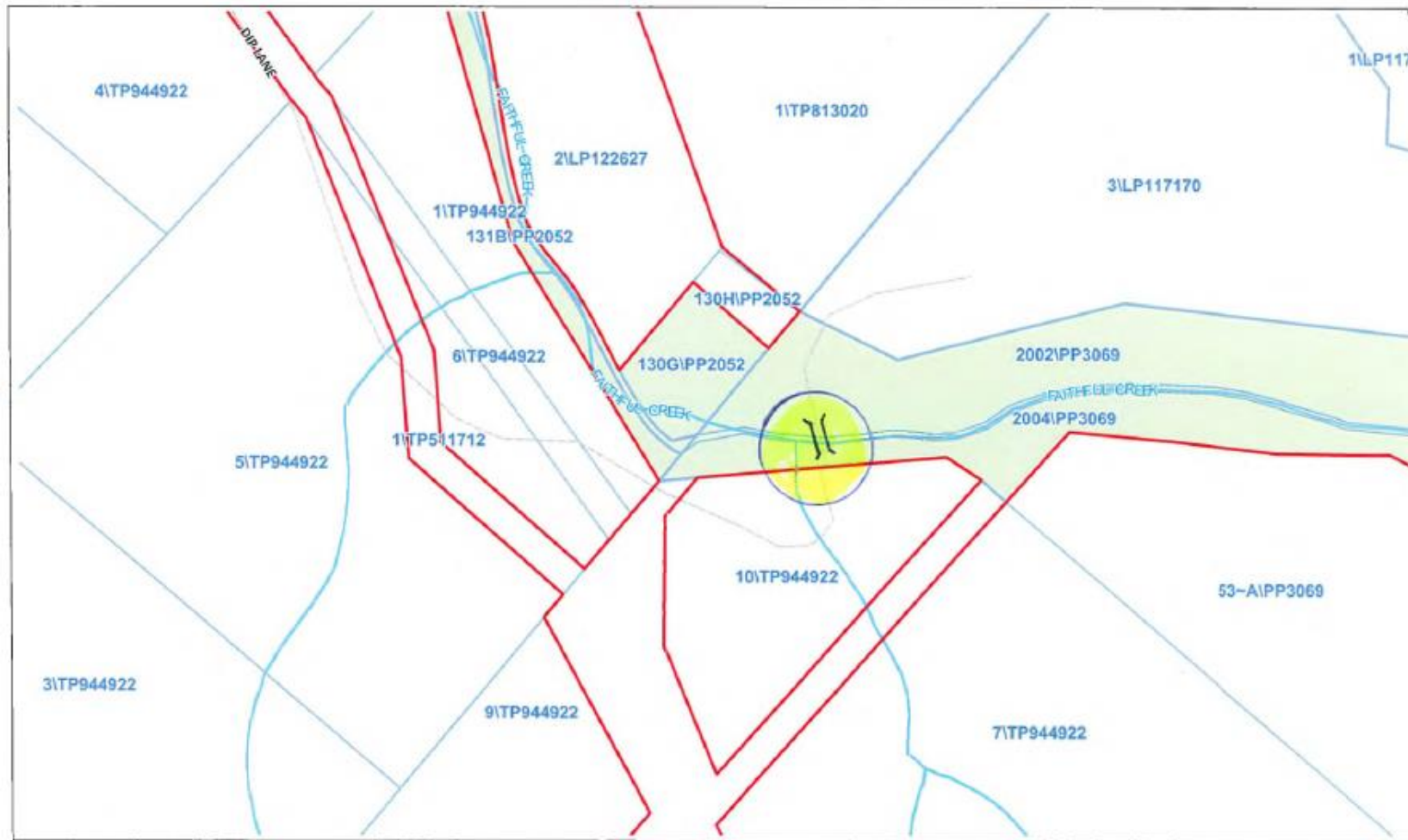
##### **Consultation**

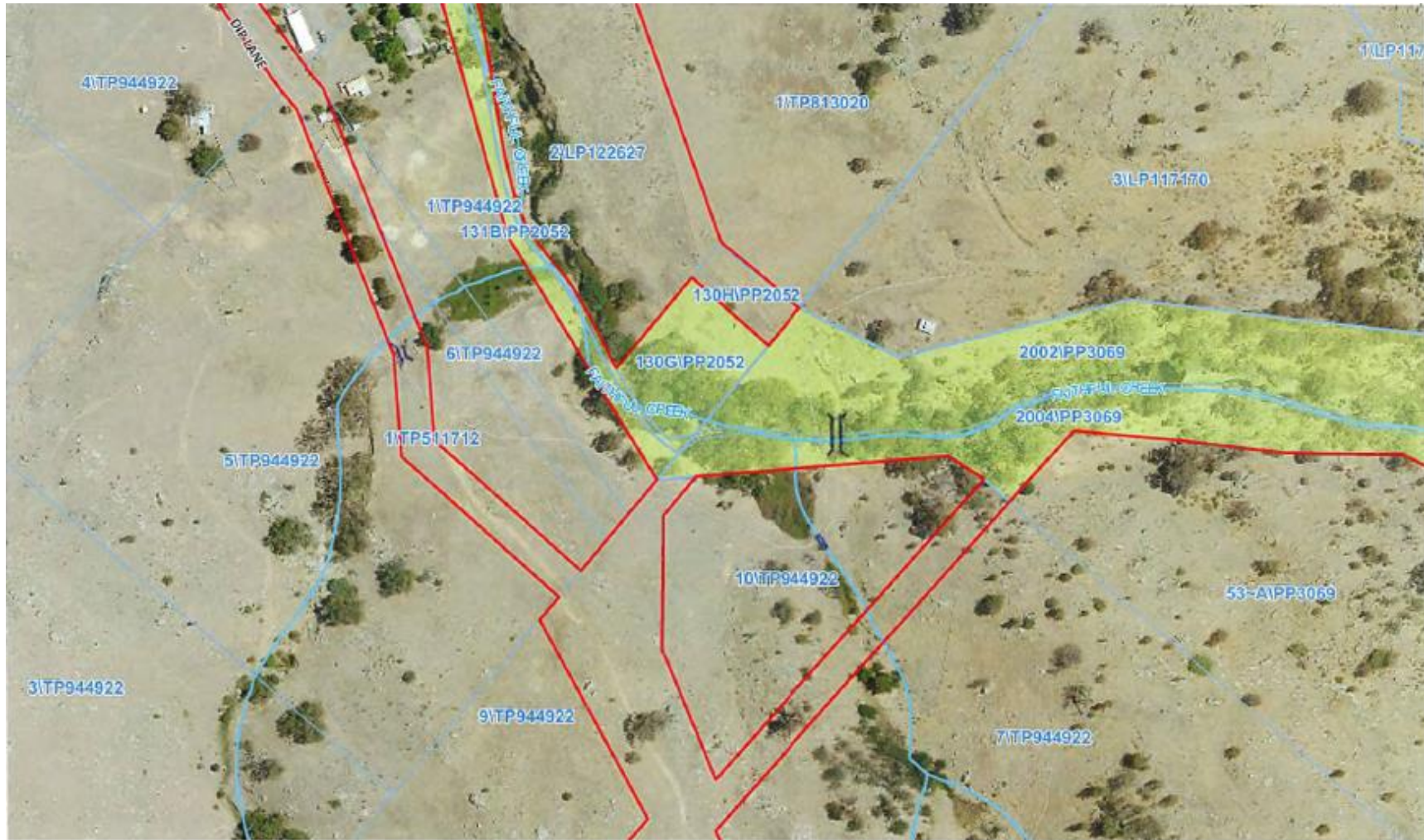
The matter under consideration has been subject to the Section 223 consultation process.

##### **Attachments**

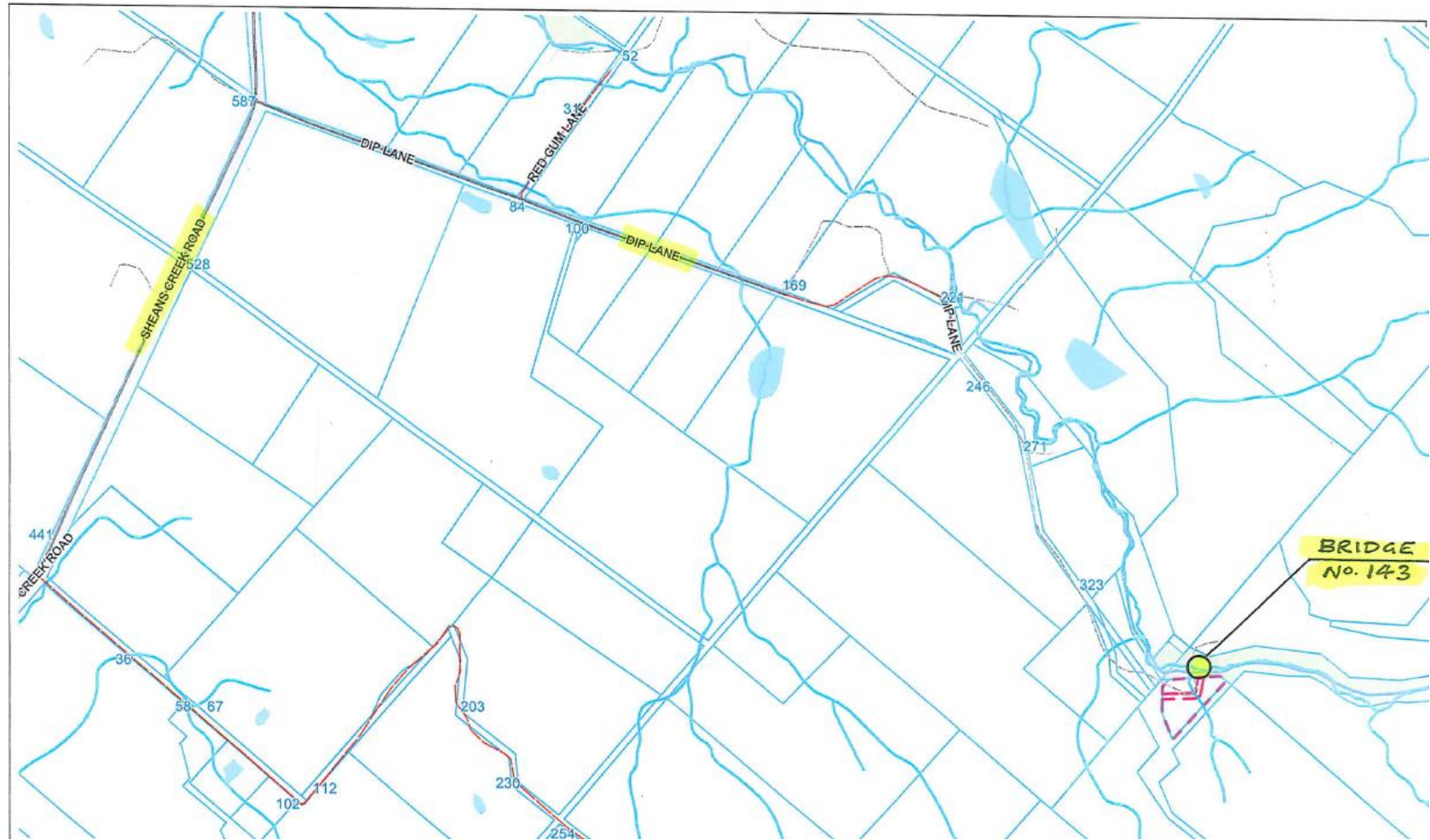
- Attachment A: Locality Plans
- Attachment B: Survey Plan

### ATTACHMENT A: LOCALITY PLANS

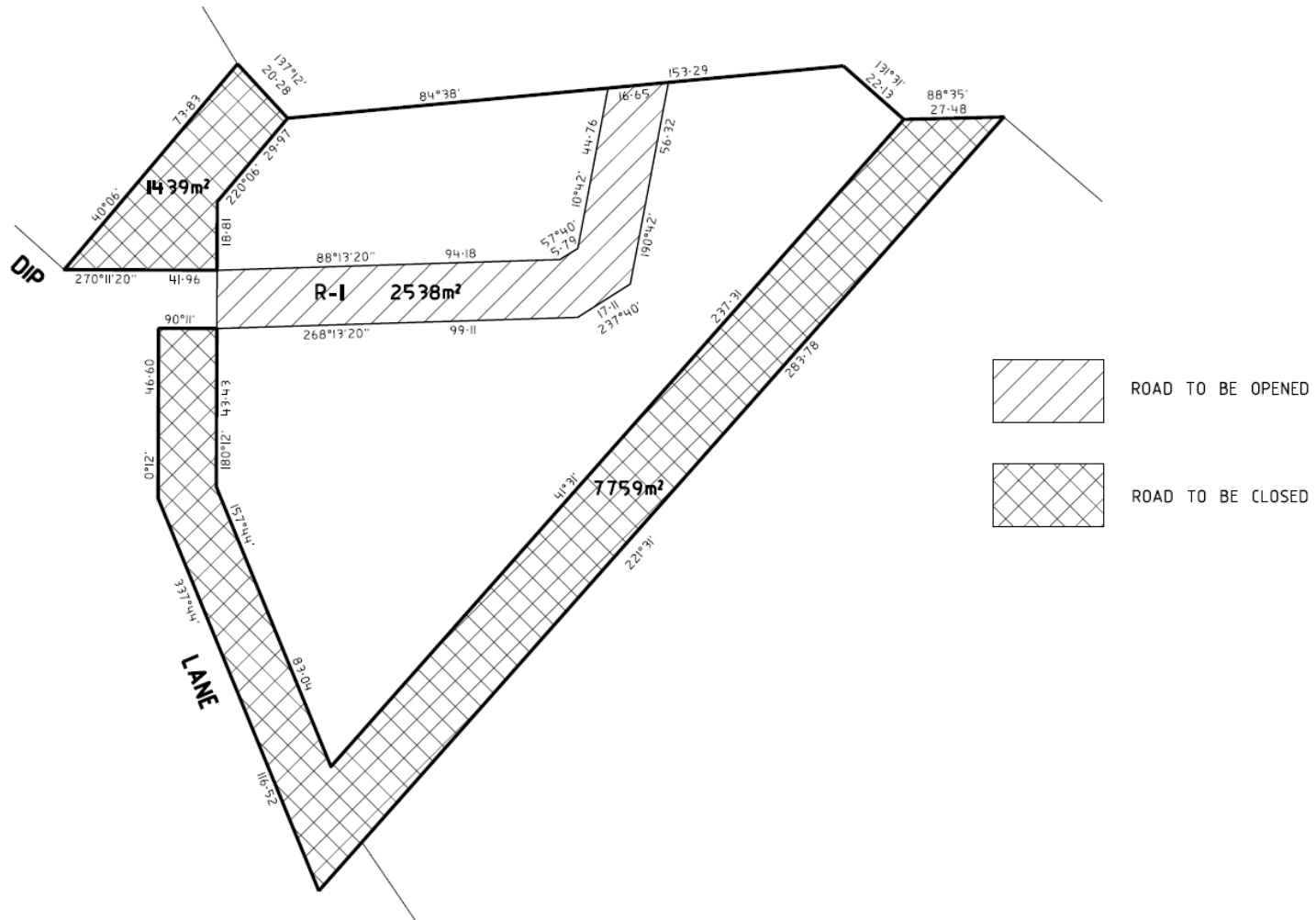








**ATTACHMENT B: SURVEY PLAN**



### **9.7.5 Financial Report to 31 October 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 October Financial Report compares YTD Budget to Actual October 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 four months period ending 31 October was \$13,216,852.

As at 31 October 2019, total capital works was \$1,525,832 not including committed works.

#### **RECOMMENDATION**

**That the Financial Report for the four months ended 31 October 2019 be noted.**

#### **Background**

The 2019/20 Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on 25 June 2019.

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 2019/20 adopted Budget provides for prudent financial management and ensures that Council is made aware of any known or potential financial risks.



#### 9.7.5 Financial Report to 31 October 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 2020.

##### **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 period ended 31 October 2019

| Income/Expenses                             | Adopted Budget      | YTD Budget         | YTD Actual         | YTD Variance - Budget Vs Actual Fav/(Unfav) | Reference |
|---|---------------------|--------------------|--------------------|---|-----------|
| <b>INCOME</b>                               |                     |                    |                    |   |           |
| Rates and charges                           | 19,844,492          | 19,779,162         | 19,785,396         | 6,234                                       |           |
| Statutory fees and fines                    | 530,097             | 171,993            | 171,394            | (599)                                       |           |
| User fees                                   | 770,737             | 158,831            | 167,890            | 9,059                                       |           |
| Grants - operating                          | 3,316,445           | 934,966            | 939,992            | 5,026                                       |           |
| Grants - capital                            | 4,334,200           | 982,500            | 861,523            | (120,977)                                   | 1         |
| Contributions - monetary                    | 372,575             | 65,190             | 92,187             | 26,997                                      | 2         |
| Net loss on assets disposal                 | (500,000)           | (11,200)           | 7,650              | 18,850                                      |           |
| Other income                                | 416,300             | 106,391            | 127,593            | 21,202                                      | 3         |
| <b>Total Income</b>                         | <b>29,084,846</b>   | <b>22,187,833</b>  | <b>22,153,625</b>  | <b>(34,208)</b>                             |           |
| <b>EXPENSES</b>                             |                     |                    |                    |   |           |
| Employee Costs                              | (10,195,246)        | (3,403,168)        | (3,348,295)        | 54,873                                      | 4         |
| Material and services                       | (11,790,911)        | (3,624,582)        | (3,534,756)        | 89,826                                      | 5         |
| Bad and doubtful debts                      | -                   | -                  | (428)              | (428)                                       |           |
| Depreciation                                | (5,900,200)         | (1,966,732)        | (1,965,511)        | 1,221                                       |           |
| Borrowing costs                             | (23,000)            | (11,331)           | (11,592)           | (261)                                       |           |
| Other Expenses                              | (285,050)           | (111,363)          | (76,191)           | 35,172                                      | 6         |
| <b>Total Expenses</b>                       | <b>(28,194,407)</b> | <b>(9,117,176)</b> | <b>(8,936,773)</b> | <b>180,403</b>                              |           |
| <b>(Deficit)/surplus for the year</b>       | <b>890,439</b>      | <b>13,070,657</b>  | <b>13,216,852</b>  | <b>146,195</b>                              |           |
| Other Comprehensive Income                  | -                   | -                  | -                  | -   |           |
| Net asset revaluation increment/(decrement) | -                   | -                  | -                  | -   |           |
| <b>Total comprehensive result</b>           | <b>890,439</b>      | <b>13,070,657</b>  | <b>13,216,852</b>  | <b>146,195</b>                              |           |

## STRATHBOGIE SHIRE COUNCIL

### Balance Sheet

As at 31 October 2019

| Balance Sheet                                  | Adopted<br>Budget<br>30/06/2020 | YTD Actual           |
|--|---------------------------------|----------------------|
| <b>Assets</b>                                  |                                 |                      |
| <b>Current Assets</b>                          |                                 |                      |
| Cash and cash equivalents                      | 5,598,000                       | 11,119,821           |
| Trade and other receivables                    | 2,168,000                       | 16,554,162           |
| Inventories                                    | 5,000                           | 6,384                |
| Non-current assets classified as held for sale | 0                               | 273,000              |
| Other assets                                   | 113,000                         | 504,124              |
| <b>Total Current Assets</b>                    | <b>7,884,000</b>                | <b>28,457,491</b>    |
| <b>Non Current Assets</b>                      |                                 |                      |
| Investments in associates                      | 243,000                         | 218,432              |
| Property, Infrastructure, plant and equipment  | 302,126,000                     | 291,639,192          |
| Other financial assets                         | 2,000                           | 2,032                |
| <b>Total Non Current Assets</b>                | <b>302,371,000</b>              | <b>291,859,656</b>   |
| <b>Total Assets</b>                            | <b>310,255,000</b>              | <b>320,317,147</b>   |
| <b>Liabilities</b>                             |                                 |                      |
| <b>Current Liabilities</b>                     |                                 |                      |
| Trade and other payables                       | (2,523,000)                     | (909,551)            |
| Trust fund and deposits                        | (403,797)                       | (1,532,497)          |
| Provisions                                     | (2,895,000)                     | (7,085,596)          |
| Interest-Bearing Loans and borrowings          | (86,000)                        | (92,054)             |
| <b>Total Current Liabilities</b>               | <b>5,907,797</b>                | <b>(9,619,698)</b>   |
| <b>Non Current Liabilities</b>                 |                                 |                      |
| Trust fund and deposits                        | (64,203)                        | (64,203)             |
| Provisions                                     | (3,947,000)                     | (1,297,202)          |
| Interest-Bearing Loans and borrowings          | (157,000)                       | (368,541)            |
| <b>Total Non Current Liabilities</b>           | <b>4,168,203</b>                | <b>(1,729,946)</b>   |
| <b>Total Liabilities</b>                       | <b>10,076,000</b>               | <b>(11,349,644)</b>  |
| <b>Net Assets</b>                              | <b>300,179,000</b>              | <b>308,967,503</b>   |
| <b>Equity</b>                                  |                                 |                      |
| Accumulated Surplus                            | (94,514,000)                    | (106,606,061)        |
| Reserves                                       | (205,665,000)                   | (202,361,442)        |
| <b>Total Equity</b>                            | <b>(300,179,000)</b>            | <b>(308,967,503)</b> |

**STRATHBOGIE SHIRE COUNCIL**

**Cash Flow Statement**

For the period ended 31 October 2019

| Cash Flow Statement  | YTD Actual<br>Inflows (Outflows) | Adopted<br>Budget<br>2019/20 |
|--|----------------------------------|------------------------------|
| <b>Cash flows from operating activities</b>                        |                                  |                              |
| Rates and charges  | 5,417,875                        | 19,844,000                   |
| Statutory fees and fines   | 171,394                          | 530,000                      |
| User fees  | 167,890                          | 771,000                      |
| Grants   | 2,899,896                        | 7,650,000                    |
| Contributions - monetary   | 92,187                           | 373,000                      |
| Interest received  | 15,165                           | 220,000                      |
| Other receipts   | 214,964                          | (26,000)                     |
| Net GST refund/(payment)   | 228,158                          | 1,465,000                    |
| Employee Costs   | (3,288,886)                      | (10,482,000)                 |
| Materials & services   | (4,761,966)                      | (11,488,000)                 |
| Trust Funds and deposits / Other payments                          | 847,011                          | (1,078,000)                  |
| <b>Net cash provided by operating activities</b>                   | <b>2,003,688</b>                 | <b>7,779,000</b>             |
| <b>Cash flows from investing activities</b>                        |                                  |                              |
| Payments for property, infrastructure, plant & equipment           | (1,525,832)                      | (16,120,000)                 |
| Proceeds from sales of property, infrastructure, plant & equipment | 81,399                           | 474,000                      |
| Payments for landfill rehabilitation                               | -                                | -                            |
| <b>Net cash used in investing activities</b>                       | <b>(1,444,433)</b>               | <b>(15,646,000)</b>          |
| <b>Cash flows from financing activities</b>                        |                                  |                              |
| Finance costs  | (11,592)                         | (23,000)                     |
| Proceeds from borrowings   | -                                | -                            |
| Repayment of borrowings  | (44,319)                         | (125,000)                    |
| <b>Net cash used in financing activities</b>                       | <b>(55,911)</b>                  | <b>(148,000)</b>             |
| <b>Net increase (decrease) in cash and cash equivalents</b>        | <b>503,344</b>                   | <b>(8,015,000)</b>           |
| <b>Cash and cash equivalents at the beginning of the financial</b> | <b>10,616,477</b>                | <b>13,613,000</b>            |
| <b>Cash and cash equivalents at 31 October 2019</b>                | <b>11,119,821</b>                | <b>5,598,000</b>             |
| <b>Short-Term Investments as at 31 October 2019</b>                | <b>Actual</b>                    | <b>Credit Rating</b>         |
| NAB  | 3,600,000                        | A-1+                         |
| CBA  | 3,300,000                        | A-1+                         |
| ANZ  | 1,000,000                        | A-1+                         |
| GMCU   | 2,000,000                        | Not rated                    |
| WESTPAC  | 1,000,000                        | A-1+                         |
|  | <b>10,900,000</b>                |                              |

**STRATHBOGIE SHIRE COUNCIL**

**Statement of Capital Works**

For the period ended 31 October 2019

| CAPITAL EXPENDITURE                         | Adopted Budget    | YTD Budget       | YTD Actual       | Variance<br>YTD Budget<br>to YTD<br>Actual<br>Fav/(Unfav) | Reference |
|---|-------------------|------------------|------------------|---|-----------|
| <b>Property</b>                             |                   |                  |                  |   |           |
| Buildings                                   | 1,927,000         | 373,000          | 794,343          | (421,343)   | 7         |
| Recreation Leisure & Community Services     | 1,972,000         | 285,170          | 235,891          | 49,279  | 8         |
| <b>Total property</b>                       | <b>3,899,000</b>  | <b>658,170</b>   | <b>1,030,234</b> | <b>(372,064)</b>  |           |
| <b>Plant and equipment</b>                  |                   |                  |                  |   |           |
| Plant , machinery and equipment             | 1,100,000         | 62,500           | 39,454           | 23,046  | 9         |
| Furniture, Computers and telecommunications | 505,000           | 107,500          | 72,725           | 34,775  | 10        |
| <b>Total Plant and equipment</b>            | <b>1,605,000</b>  | <b>170,000</b>   | <b>112,179</b>   | <b>57,821</b>   |           |
| <b>Infrastructure</b>                       |                   |                  |                  |   |           |
| Roads                                       | 6,915,250         | 251,500          | 126,832          | 124,668   | 11        |
| Bridges and culverts                        | 954,450           | 220,000          | 160,300          | 59,700  | 12        |
| Footpaths                                   | 274,000           | 20,000           | 20,644           | (644)   |           |
| Drainage                                    | 907,000           | 60,000           | 75,643           | (15,643)  |           |
| Kerb and channel                            | 101,000           | 0                | 0                | 0   |           |
| <b>Total infrastructure</b>                 | <b>9,151,700</b>  | <b>551,500</b>   | <b>383,419</b>   | <b>168,081</b>  |           |
| <b>Total capital works expenditure</b>      | <b>14,655,700</b> | <b>1,379,670</b> | <b>1,525,832</b> | <b>(146,162)</b>  |           |
| <b>Represented by:</b>                      |                   |                  |                  |   |           |
| New asset expenditure                       | 2,417,950         | 160,370          | 469,525          | (309,155)   |           |
| Asset renewal expenditure                   | 8,692,350         | 715,000          | 630,374          | 84,626  |           |
| Asset upgrade expenditure                   | 2,942,400         | 504,300          | 425,933          | 78,367  |           |
| Asset expansion expenditure                 | 603,000           | 0                | 0                | 0   |           |
| <b>Total capital works expenditure</b>      | <b>14,655,700</b> | <b>1,379,670</b> | <b>1,525,832</b> | <b>(146,162)</b>  |           |



**FINANCIAL OVERVIEW OCTOBER 2019**

During the 4 months ended 31 October 2019, Strathbogie Shire Council recorded operating income of \$22.15m and total operating expenditure of \$8.94m resulting in a surplus of \$13.22m. This is a favourable variance of \$0.15m compared to the YTD budget of \$13.07m. An overview of the YTD Budget to Actual variances is provided in the following table.

YTD Capital expenditure is \$1.53m compared to YTD budget of \$1.38m. A review of Capital Works is provided separately.

| OPERATING INCOME |                  | Fav. /(Unfav). |   |
|------------------|------------------|----------------|---|
| Ref.             | Line Item        | Variance       | Notes   |
| 1                | Grants - Capital | (120,977)      | Decrease in Actual to YTD budget mainly due to:<br>- Non Recurrent Capital Grants which is a timing issue.                                    |
| 2                | Contributions    | 26,997         | Increase in Actual to YTD budget is mainly due to:<br>- Invoicing to Nagambie Recreation Reserve Committee for building contribution (\$30k). |
| 3                | Other Income     | 21,202         | Increase in Actual to YTD budget is mainly due to:<br>- Increase in interest income on outstanding rates debts (\$17k).                       |

| OPERATING EXPENDITURE |                      | Fav. /(Unfav). |   |
|-----------------------|----------------------|----------------|---|
| Ref.                  | Line Item            | Variance       | Notes   |
| 4                     | Employee Costs       | 54,873         | Decrease in Actual to YTD budget is mainly due to:<br>- Staff vacancies and timing of staff cost. This has resulted in increase in contract labour hire by \$59k which is recorded under material and services.   |
| 5                     | Materials & Services | 89,826         | Decrease in Actual to YTD budget is mainly due to:<br>- Decrease in use of material and consumable expense (\$36k).<br>- Decrease in external consultancies expense (\$74k).<br>- Decrease in waste management expense (\$187k).<br>This is mainly due to timing issue and decreases have been offset by expense increase in other areas. |
| 6                     | Other Expenses       | 35,172         | Decrease in Actual to YTD budget is mainly due to:<br>- VAGO final bill for 2018/19 financial audit (\$8k) and internal audit fee (\$8k). This is mainly a timing issue.  |

| CAPITAL EXPENDITURE |   | Fav. /(Unfav). |  |
|---------------------|---|----------------|--|
| Ref.                | Line Item                                 | Variance       | Notes  |
| 7                   | Buildings                                 | (421,343)      | Increase in Actual to YTD budget is mainly due to:<br>- Avenel Pre-School Development (\$113k). This project completed in October and budget of \$150k to carry forward from 2018/19 year. This will be included in mid-year budget review.  |
| 8                   | Recreation, Leisure & Community Services  | 49,279         | Decrease in Actual to YTD budget is mainly due to:<br>- Loddings Lane Boat Ramp (\$155k). Budget of \$164k to carry forward from 2018/19 year. This will be included in mid-year budget review.<br>- Access Works to Strathbogie Recreation Reserve (\$11k). Work completed in September and the budget to carry forward from 2018/19 year. This will be included in the mid-year budget review. |
| 9                   | Plant, machinery and equipment            | 23,046         | Decrease in Actual to YTD budget is mainly due to:<br>- Favourable variance due to timing of replacement of plant & equipment.   |
| 10                  | Furniture, Computers & Telecommunications | 34,775         | Decrease in Actual to YTD budget due to:<br>- Less than budgeted expenditure on furniture and hardware.  |
| 11                  | Roads                                     | 124,668        | Decrease in Actual to YTD budget due to:<br>- Favourable variance due to timing of expenditure for multiple capital projects.  |
| 12                  | Bridges & Culverts                        | 59,700         | Decrease in Actual to YTD budget due to:<br>- Wattlevale Road Bridge (\$65k). Work has been completed and the contractor is yet to be paid.  |



**Strathbogie Shire Council**  
**Account Management Report**  
 for year to October 2019 (actuals as at 12 November 19 - 33% of year)

|  | Original Budget                                   | Current Budget     | YTD Budget       | YTD Actual       | YTD On Order     | YTD Total Committed | YTD Variance      | Rev. Variance      | % Rev Bud  |      |
|--|---|--------------------|------------------|------------------|------------------|---------------------|-------------------|--------------------|------------|------|
| <b>Recreation Leisure &amp; Community Services</b>       |   |                    |                  |                  |                  |                     |                   |                    |            |      |
| <b>Recreation Leisure &amp; Community Services</b>       |   |                    |                  |                  |                  |                     |                   |                    |            |      |
| 0000000.300004   | Euroa Caravan Park: tree replacement              | \$0                | \$0              | \$0              | \$0              | \$8,500             | \$8,500           | -\$8,500           | -\$8,500   | 0%   |
| 0000000.300005   | Shadforth Reserve Master Plan                     | \$40,000           | \$40,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$40,000   | 0%   |
| 0000000.300006   | Nagambie Rec Reserve: Irrigation Supply           | \$60,000           | \$60,000         | \$0              | \$0              | \$74,263            | \$74,263          | -\$74,263          | -\$14,263  | 124% |
| 0000000.300013   | Friendlies Reserve Development                    | \$67,000           | \$67,000         | \$40,000         | \$24,560         | \$73,180            | \$97,740          | -\$57,740          | -\$30,740  | 146% |
| 0000000.300015   | Southern Aurora Memorial                          | \$0                | \$0              | \$0              | \$950            | \$0                 | \$950             | -\$950             | -\$950     | 0%   |
| 0000000.300018   | Loddings lane Boat Ramp                           | \$0                | \$0              | \$0              | \$155,526        | \$1,037             | \$156,563         | -\$156,563         | -\$156,563 | 0%   |
| 0000000.300020   | Artwork Nagambie Water Tower                      | \$20,000           | \$20,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$20,000   | 0%   |
| 0000000.300022   | Nagambie Bowls Club - contribution to new green   | \$15,000           | \$15,000         | \$15,000         | \$1,301          | \$0                 | \$1,301           | \$13,699           | \$13,699   | 9%   |
| 0000000.300024   | Active Program                                    | \$20,000           | \$20,000         | \$0              | \$3,200          | \$0                 | \$3,200           | -\$3,200           | \$16,800   | 16%  |
| 0000000.300028   | Tree Management Projects                          | \$15,000           | \$15,000         | \$0              | \$1,062          | \$2,464             | \$3,526           | -\$3,526           | \$11,474   | 24%  |
| 0000000.300029   | Seven Creeks Park Weir                            | \$0                | \$0              | \$0              | \$3,739          | \$0                 | \$3,739           | -\$3,739           | -\$3,739   | 0%   |
| 0000000.300030   | Sporting Fields and Courts Renewal                | \$10,000           | \$10,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$10,000   | 0%   |
| 0000000.300031   | Play Space Renewal                                | \$15,000           | \$15,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$15,000   | 0%   |
| 0000000.300032   | Open Spaces Amenities Renewal                     | \$10,000           | \$10,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$10,000   | 0%   |
| 0000000.300033   | Streetscapes Renewal                              | \$10,000           | \$10,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$10,000   | 0%   |
| 0000000.300034   | Bike Racks  | \$20,000           | \$20,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$20,000   | 0%   |
| 0000000.300035   | Nagambie Recreation Reserve Netball Court         | \$150,000          | \$150,000        | \$0              | \$0              | \$0                 | \$0               | \$0                | \$150,000  | 0%   |
| 0000000.300036   | Nagambie Recreation Reserve Road Seal/Carpark     | \$100,000          | \$100,000        | \$0              | \$0              | \$0                 | \$0               | \$0                | \$100,000  | 0%   |
| 0000000.300037   | Town Entry Sign Upgrades                          | \$30,000           | \$30,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$30,000   | 0%   |
| 0000000.300038   | Weir Gates - Flood Damage Prevention Measures     | \$15,000           | \$15,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$15,000   | 0%   |
| 0000000.300039   | Weir Gates - OHS Repairs and Maintenance Measures | \$20,000           | \$20,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$20,000   | 0%   |
| 0000000.300040   | Graytown Community Hub - Upgrade Access Ramp      | \$9,000            | \$9,000          | \$0              | \$0              | \$0                 | \$0               | \$0                | \$9,000    | 0%   |
| 0000000.300041   | Nagambie Regatta Centre Conference Room Upgrades  | \$43,000           | \$43,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$43,000   | 0%   |
| 0000000.300042   | Euroa Pool Upgrade                                | \$134,400          | \$134,400        | \$44,800         | \$0              | \$0                 | \$0               | \$44,800           | \$134,400  | 0%   |
| 0000000.300043   | Violet Town Pool Upgrade                          | \$50,000           | \$50,000         | \$16,500         | \$0              | \$0                 | \$0               | \$16,500           | \$50,000   | 0%   |
| 0000000.300044   | Nagambie Youth Space                              | \$450,000          | \$450,000        | \$0              | \$0              | \$0                 | \$0               | \$0                | \$450,000  | 0%   |
| 0000000.300045   | Play and Recreation Facilities                    | \$80,000           | \$80,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$80,000   | 0%   |
| 0000000.300046   | Memorial Oval Exercise Stations                   | \$50,000           | \$50,000         | \$0              | \$33,833         | \$0                 | \$33,833          | -\$33,833          | \$16,167   | 68%  |
| 0000000.300047   | Graytown Solar Panels                             | \$23,000           | \$23,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$23,000   | 0%   |
| 0000000.300048   | Nagambie Oval Upgrade Additional Funds            | \$150,000          | \$150,000        | \$0              | \$402            | \$225               | \$626             | -\$626             | \$149,374  | 0%   |
| 0000000.300049   | Nagambie Recreation Reserve Pavilion Upgrade      | \$100,000          | \$100,000        | \$100,000        | \$0              | \$0                 | \$0               | \$100,000          | \$100,000  | 0%   |
| 0000000.300050   | Strathbogie Rec Reserve Pizza Oven cover          | \$3,000            | \$3,000          | \$3,000          | \$0              | \$0                 | \$0               | \$3,000            | \$3,000    | 0%   |
| 0000000.300051   | VT Recreation Reserve Watering System             | \$40,000           | \$40,000         | \$0              | \$0              | \$0                 | \$0               | \$0                | \$40,000   | 0%   |
| 0000000.300052   | Nagambie Recreation Reserve Irrigation            | \$25,000           | \$25,000         | \$0              | \$0              | \$174,850           | \$174,850         | -\$174,850         | -\$149,850 | 699% |
| 0000000.300053   | Euroa Pool Expansion                              | \$60,600           | \$60,600         | \$20,200         | \$0              | \$0                 | \$0               | \$20,200           | \$60,600   | 0%   |
| 0000000.300054   | Violet Town Pool Expansion                        | \$137,000          | \$137,000        | \$45,670         | \$0              | \$0                 | \$0               | \$45,670           | \$137,000  | 0%   |
| 0000000.300056   | Access Works to Strathbogie Recreation Reserve    | \$0                | \$0              | \$0              | \$11,318         | \$0                 | \$11,318          | -\$11,318          | -\$11,318  | 0%   |
| <b>Total Recreation Leisure &amp; Community Services</b> |   |                    |                  |                  |                  |                     |                   |                    |            |      |
|  | <b>\$1,972,000</b>                                | <b>\$1,972,000</b> | <b>\$285,170</b> | <b>\$235,891</b> | <b>\$334,519</b> | <b>\$570,410</b>    | <b>-\$285,240</b> | <b>\$1,736,109</b> | <b>29%</b> |      |
| <b>Total Recreation Leisure &amp; Community Services</b> |   |                    |                  |                  |                  |                     |                   |                    |            |      |
|  | <b>\$1,972,000</b>                                | <b>\$1,972,000</b> | <b>\$285,170</b> | <b>\$235,891</b> | <b>\$334,519</b> | <b>\$570,410</b>    | <b>-\$285,240</b> | <b>\$1,736,109</b> | <b>29%</b> |      |

**Strathbogrie Shire Council**  
**Account Management Report**  
for year to October 2019 (actuals as at 12 November 19 - 33% of year)

|                  | Original Budget                                   | Current Budget     | YTD Budget         | YTD Actual       | YTD On Order     | YTD Total Committed | YTD Variance     | Rev. Bud. Variance | % Rev Bud          |            |
|------------------|---|--------------------|--------------------|------------------|------------------|---------------------|------------------|--------------------|--------------------|------------|
| <b>Buildings</b> |   |                    |                    |                  |                  |                     |                  |                    |                    |            |
| 0000000.300011   | Nagambie Bowls Club - Carpet                      | \$120,000          | \$120,000          | \$120,000        | \$158,000        | \$0                 | \$158,000        | -\$38,000          | -\$38,000          | 132%       |
| 0000000.350004   | Nagambie High St Toilets                          | \$370,000          | \$370,000          | \$10,000         | \$5,350          | \$2,980             | \$8,330          | \$1,670            | \$361,670          | 2%         |
| 0000000.350005   | Environmental solar power Civic Centre            | \$45,000           | \$45,000           | \$45,000         | \$0              | \$0                 | \$0              | \$45,000           | \$45,000           | 0%         |
| 0000000.350006   | Euroa Civic Centre: Roof cladding Stage 2         | \$80,000           | \$80,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$80,000           | 0%         |
| 0000000.350008   | Euroa Visitor Info Centre                         | \$130,000          | \$130,000          | \$0              | \$0              | \$2,163             | \$2,163          | -\$2,163           | \$127,837          | 2%         |
| 0000000.350009   | Nagambie Recreation Reserve                       | \$170,000          | \$170,000          | \$170,000        | \$305,534        | \$12,720            | \$318,254        | -\$148,254         | -\$148,254         | 187%       |
| 0000000.350010   | Violet Town Rec Reserve Football/Netball          | \$127,000          | \$127,000          | \$0              | \$0              | \$0                 | \$0              | \$0                | \$127,000          | 0%         |
| 0000000.350011   | Violet Town Mens Shed                             | \$0                | \$0                | \$0              | \$3,985          | \$38,889            | \$42,874         | -\$42,874          | -\$42,874          | 0%         |
| 0000000.350012   | Avenel Pre-School Development                     | \$0                | \$0                | \$0              | \$229,561        | \$0                 | \$229,561        | -\$229,561         | -\$229,561         | 0%         |
| 0000000.350014   | Building - Euroa Saleyards - Sprinkler System     | \$10,000           | \$10,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$10,000           | 0%         |
| 0000000.350018   | Nagambie Rec. Reserve - switchboard upgrade       | \$0                | \$0                | \$0              | \$9,276          | \$0                 | \$9,276          | -\$9,276           | -\$9,276           | 0%         |
| 0000000.350021   | Nagambie Senior Citizens - Shade Sail             | \$9,000            | \$9,000            | \$0              | \$0              | \$0                 | \$0              | \$0                | \$9,000            | 0%         |
| 0000000.350022   | LG Energy Saver Project                           | \$0                | \$0                | \$0              | \$47,701         | \$32,042            | \$79,743         | -\$79,743          | -\$79,743          | 0%         |
| 0000000.350025   | Euroa Caravan Park Shed replacement               | \$0                | \$0                | \$0              | \$14,488         | \$0                 | \$14,488         | -\$14,488          | -\$14,488          | 0%         |
| 0000000.350027   | Euroa Saleyards: Truck Wash relocation scoping    | \$20,000           | \$20,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$20,000           | 0%         |
| 0000000.350028   | Strathbogrie Rec Res scope pavillion upgrade      | \$9,000            | \$9,000            | \$0              | \$1,500          | \$7,500             | \$9,000          | -\$9,000           | \$0                | 100%       |
| 0000000.350032   | Strathbogrie Picnic Shelter                       | \$0                | \$0                | \$0              | \$1,890          | \$0                 | \$1,890          | -\$1,890           | -\$1,890           | 0%         |
| 0000000.350036   | Pool Chlorinators Replacement - Yr. 2 Violet Town | \$10,000           | \$10,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$10,000           | 0%         |
| 0000000.350037   | Euroa Tennis Club Cyprus Tree Replacement         | \$40,000           | \$40,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$40,000           | 0%         |
| 0000000.350038   | Civic Centre Toilet Upgrade                       | \$50,000           | \$50,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$50,000           | 0%         |
| 0000000.350039   | Violet Town Lions Park Toilets                    | \$30,000           | \$30,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$30,000           | 0%         |
| 0000000.350040   | Graytown Toilets - Scoping/Delivery               | \$20,000           | \$20,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$20,000           | 0%         |
| 0000000.350041   | Euroa RSL Clubroom Expansion - Construction Yr2   | \$150,000          | \$150,000          | \$0              | \$0              | \$0                 | \$0              | \$0                | \$150,000          | 0%         |
| 0000000.350042   | Euroa Saleyards - PA System                       | \$50,000           | \$50,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$50,000           | 0%         |
| 0000000.350043   | Euroa Saleyards - Security System                 | \$20,000           | \$20,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$20,000           | 0%         |
| 0000000.350044   | St. Johns - Kiss and Go facility on Bury St       | \$36,000           | \$36,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$36,000           | 0%         |
| 0000000.350045   | Friendlies Reserve area Master Plan               | \$25,000           | \$25,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$25,000           | 0%         |
| 0000000.350046   | Boardwalk   | \$351,000          | \$351,000          | \$10,000         | \$0              | \$0                 | \$0              | \$10,000           | \$351,000          | 0%         |
| 0000000.350047   | Violet Town Mens Shed                             | \$18,000           | \$18,000           | \$18,000         | \$367            | \$0                 | \$367            | \$17,633           | \$17,633           | 2%         |
| 0000000.350048   | Ruffy Community Centre Kitchen                    | \$30,000           | \$30,000           | \$0              | \$0              | \$0                 | \$0              | \$0                | \$30,000           | 0%         |
| 0000000.350049   | Violet Town Bowls Club painting                   | \$7,000            | \$7,000            | \$0              | \$0              | \$0                 | \$0              | \$0                | \$7,000            | 0%         |
| 0000000.350050   | Portable Office - Euroa Depot                     | \$0                | \$0                | \$0              | \$16,690         | \$0                 | \$16,690         | -\$16,690          | -\$16,690          | 0%         |
|                  | <b>Total Buildings</b>                            | <b>\$1,927,000</b> | <b>\$1,927,000</b> | <b>\$373,000</b> | <b>\$794,343</b> | <b>\$96,294</b>     | <b>\$890,638</b> | <b>-\$517,638</b>  | <b>\$1,132,657</b> | <b>46%</b> |
|                  | <b>Total Buildings</b>                            | <b>\$1,927,000</b> | <b>\$1,927,000</b> | <b>\$373,000</b> | <b>\$794,343</b> | <b>\$96,294</b>     | <b>\$890,638</b> | <b>-\$517,638</b>  | <b>\$1,132,657</b> | <b>46%</b> |



**Strathbogrie Shire Council**  
**Account Management Report**  
**for year to October 2019 (actuals as at 12 November 19 - 33% of year)**

|                                       | Original Budget                                    | Current Budget     | YTD Budget         | YTD Actual       | YTD On Order     | YTD Total Committed | YTD Variance     | Rev. Bud. Variance | % Rev Bud  |
|---------------------------------------|--|--------------------|--------------------|------------------|------------------|---------------------|------------------|--------------------|------------|
| <b>Roads</b>                          |  |                    |                    |                  |                  |                     |                  |                    |            |
| <b>Road Reseal Program</b>            |  |                    |                    |                  |                  |                     |                  |                    |            |
| 3000000.330042                        | Road Resealing Program                             | \$700,000          | \$700,000          | \$0              | \$0              | \$0                 | \$0              | \$700,000          | 0%         |
|                                       | <b>Total Road Reseal Program</b>                   | <b>\$700,000</b>   | <b>\$700,000</b>   | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>          | <b>\$0</b>       | <b>\$700,000</b>   | <b>0%</b>  |
| <b>Road Rehabilitation Program</b>    |  |                    |                    |                  |                  |                     |                  |                    |            |
| 3000000.330080                        | Pavement Rehabilitation Program                    | \$500,000          | \$500,000          | \$0              | \$0              | \$0                 | \$0              | \$500,000          | 0%         |
| 3000000.330093                        | Fixing Country Roads - Upton Road                  | \$550,000          | \$550,000          | \$10,000         | \$3,591          | \$14,290            | \$17,881         | -\$7,881           | 3%         |
| 3000000.330094                        | Fixing Country Roads - Mullers Road                | \$1,320,000        | \$1,320,000        | \$20,000         | \$9,165          | \$28,330            | \$37,495         | -\$17,495          | 3%         |
| 3000000.330095                        | Fixing Country Roads - Longwood Ruffly Tarcombe    | \$1,500,000        | \$1,500,000        | \$15,000         | \$7,451          | \$17,918            | \$25,369         | -\$10,369          | 2%         |
|                                       | <b>Total Road Rehabilitation Program</b>           | <b>\$3,870,000</b> | <b>\$3,870,000</b> | <b>\$45,000</b>  | <b>\$20,207</b>  | <b>\$60,538</b>     | <b>\$80,745</b>  | <b>-\$35,745</b>   | <b>2%</b>  |
| <b>Road Shoulder Pavement Program</b> |  |                    |                    |                  |                  |                     |                  |                    |            |
| 3000000.330003                        | Shoulder Pavement Program                          | \$400,000          | \$400,000          | \$0              | \$0              | \$0                 | \$0              | \$400,000          | 0%         |
|                                       | <b>Total Road Shoulder Pavement Program</b>        | <b>\$400,000</b>   | <b>\$400,000</b>   | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>          | <b>\$0</b>       | <b>\$400,000</b>   | <b>0%</b>  |
| <b>Road Resheet Program</b>           |  |                    |                    |                  |                  |                     |                  |                    |            |
| 3000000.330005                        | Resheeting Program                                 | \$600,000          | \$600,000          | \$100,000        | \$0              | \$0                 | \$100,000        | \$600,000          | 0%         |
|                                       | <b>Total Road Resheet Program</b>                  | <b>\$600,000</b>   | <b>\$600,000</b>   | <b>\$100,000</b> | <b>\$0</b>       | <b>\$0</b>          | <b>\$100,000</b> | <b>\$600,000</b>   | <b>0%</b>  |
| <b>Roads Zero Class Program</b>       |  |                    |                    |                  |                  |                     |                  |                    |            |
| 3000000.330013                        | Zero Class upgrade program                         | \$400,000          | \$400,000          | \$80,000         | \$0              | \$0                 | \$80,000         | \$400,000          | 0%         |
| 3000000.330118                        | Zero Class: School Road                            | \$0                | \$0                | \$0              | \$0              | \$39,000            | \$39,000         | -\$39,000          | 0%         |
| 3000000.330119                        | Zero Class: Gellibrand Tonks Road                  | \$0                | \$0                | \$0              | \$1,726          | \$23,353            | \$25,079         | -\$25,079          | 0%         |
|                                       | <b>Total Roads Zero Class Program</b>              | <b>\$400,000</b>   | <b>\$400,000</b>   | <b>\$80,000</b>  | <b>\$1,726</b>   | <b>\$62,353</b>     | <b>\$64,079</b>  | <b>\$15,921</b>    | <b>16%</b> |
| <b>Roads General</b>                  |  |                    |                    |                  |                  |                     |                  |                    |            |
| 3000000.300008                        | Nagambie Streetscape - furniture                   | \$12,750           | \$12,750           | \$0              | \$0              | \$0                 | \$0              | \$12,750           | 0%         |
| 3000000.330006                        | Birkett St Railway Pedestrian Crossing             | \$189,000          | \$189,000          | \$0              | \$0              | \$0                 | \$0              | \$189,000          | 0%         |
| 3000000.330009                        | Ewings/Livingstone                                 | \$6,500            | \$6,500            | \$6,500          | \$0              | \$23,191            | \$23,191         | -\$16,691          | 357%       |
| 3000000.330012                        | Nagambie Locksley/McDonalds Rd                     | \$0                | \$0                | \$0              | \$24,375         | \$0                 | \$24,375         | -\$24,375          | 0%         |
| 3000000.330015                        | Town Entry Signs Nagambie                          | \$30,000           | \$30,000           | \$0              | \$0              | \$0                 | \$0              | \$30,000           | 0%         |
| 3000000.330016                        | Sealing entry & exit Strathbogrie Hall             | \$0                | \$0                | \$0              | \$4,000          | \$0                 | \$4,000          | -\$4,000           | 0%         |
| 3000000.330040                        | Avenel Primary School scope parking solution       | \$10,000           | \$10,000           | \$0              | \$0              | \$0                 | \$0              | \$10,000           | 0%         |
| 3000000.330088                        | Shelton Watson Street Corner                       | \$190,000          | \$190,000          | \$20,000         | \$152            | \$7,150             | \$7,302          | \$182,698          | 4%         |
| 3000000.330089                        | Kirkland Ave Carpark Seal & Line Marking           | \$40,000           | \$40,000           | \$0              | \$0              | \$0                 | \$0              | \$40,000           | 0%         |
| 3000000.330090                        | Tennis Club - Car Park Scoping                     | \$5,000            | \$5,000            | \$0              | \$0              | \$0                 | \$0              | \$5,000            | 0%         |
| 3000000.330091                        | Project Management                                 | \$250,000          | \$250,000          | \$0              | \$0              | \$0                 | \$0              | \$250,000          | 0%         |
| 3000000.330092                        | Stack Sites/Stockpiles                             | \$12,000           | \$12,000           | \$0              | \$0              | \$0                 | \$0              | \$12,000           | 0%         |
| 3000000.330096                        | Unallocated Infrastructure Fund - to match funding | \$200,000          | \$200,000          | \$0              | \$0              | \$0                 | \$0              | \$200,000          | 0%         |
| 3000000.380001                        | Work In Progress- Others                           | \$0                | \$0                | \$0              | \$76,373         | \$54,811            | \$131,184        | -\$131,184         | 0%         |
|                                       | <b>Total Roads General</b>                         | <b>\$945,250</b>   | <b>\$945,250</b>   | <b>\$26,500</b>  | <b>\$104,900</b> | <b>\$85,152</b>     | <b>\$190,051</b> | <b>-\$163,551</b>  | <b>20%</b> |
|                                       | <b>Total Roads</b>                                 | <b>\$6,915,250</b> | <b>\$6,915,250</b> | <b>\$251,500</b> | <b>\$126,832</b> | <b>\$208,043</b>    | <b>\$334,875</b> | <b>-\$83,375</b>   | <b>5%</b>  |

**Strathbogie Shire Council**  
**Account Management Report**  
**for year to October 2019 (actuals as at 12 November 19 - 33% of year)**

|                        | Original Budget                               | Current Budget   | YTD Budget       | YTD Actual       | YTD On Order     | YTD Total Committed | YTD Variance     | Rev. Bud. Variance | % Rev Bud        |            |
|------------------------|---|------------------|------------------|------------------|------------------|---------------------|------------------|--------------------|------------------|------------|
| <b>Bridges</b>         |   |                  |                  |                  |                  |                     |                  |                    |                  |            |
| <b>Bridges Council</b> |   |                  |                  |                  |                  |                     |                  |                    |                  |            |
| 0000000.310014         | Harrys Creek Rd @ Ch 4.705: Culvert 349       | \$63,000         | \$63,000         | \$0              | \$0              | \$8,936             | \$8,936          | -\$8,936           | \$54,064         | 14%        |
| 0000000.310016         | Tarcombe Road - Major Culvert No. 497         | \$19,600         | \$19,600         | \$0              | \$4,688          | \$12,257            | \$16,945         | -\$16,945          | \$2,655          | 86%        |
| 0000000.310017         | Upton Rd: Concrete lining Culvert 505         | \$17,000         | \$17,000         | \$0              | \$780            | \$6,092             | \$6,872          | -\$6,872           | \$10,128         | 40%        |
| 0000000.310020         | Miscellaneous Capital Works on Bridges        | \$0              | \$0              | \$0              | \$0              | \$12,480            | \$12,480         | -\$12,480          | -\$12,480        | 0%         |
|                        | <b>Total Bridges Council</b>                  | <b>\$99,600</b>  | <b>\$99,600</b>  | <b>\$0</b>       | <b>\$5,468</b>   | <b>\$39,765</b>     | <b>\$45,233</b>  | <b>-\$45,233</b>   | <b>\$94,132</b>  | <b>45%</b> |
| <b>Bridges R2R</b>     |   |                  |                  |                  |                  |                     |                  |                    |                  |            |
| 0000000.310003         | Grimwade Rd Bridge No 138                     | \$0              | \$0              | \$0              | \$268            | \$0                 | \$268            | -\$268             | -\$268           | 0%         |
| 0000000.310004         | Oak Valley Road Bridge No 124                 | \$0              | \$0              | \$0              | \$268            | \$0                 | \$268            | -\$268             | -\$268           | 0%         |
| 0000000.310005         | Leckies Rd Bridge No 50                       | \$0              | \$0              | \$0              | \$268            | \$0                 | \$268            | -\$268             | -\$268           | 0%         |
| 0000000.310006         | Robinson Rd Bridge No 94                      | \$0              | \$0              | \$0              | \$268            | \$0                 | \$268            | -\$268             | -\$268           | 0%         |
| 0000000.310007         | Ross Rd Bridge No 95                          | \$0              | \$0              | \$0              | \$268            | \$0                 | \$268            | -\$268             | -\$268           | 0%         |
| 0000000.310008         | Ankers Road - Bridge No. 117 ( Re-Deck )      | \$0              | \$0              | \$0              | \$268            | \$0                 | \$268            | -\$268             | -\$268           | 0%         |
| 0000000.310009         | Moornbool Road - Bridge No. 134 (Replace)     | \$100,000        | \$100,000        | \$100,000        | \$1,295          | \$0                 | \$1,295          | \$98,705           | \$98,705         | 1%         |
| 0000000.310010         | Faithfuls Creek Road - Bridge No. 6 (Replace) | \$0              | \$0              | \$0              | \$108,968        | \$0                 | \$108,968        | -\$108,968         | -\$108,968       | 0%         |
| 0000000.310012         | Wattlevale Road - Bridge No. 74               | \$100,000        | \$100,000        | \$100,000        | \$35,741         | \$16,430            | \$52,171         | \$47,829           | \$47,829         | 52%        |
|                        | <b>Total Bridges R2R</b>                      | <b>\$200,000</b> | <b>\$200,000</b> | <b>\$200,000</b> | <b>\$147,611</b> | <b>\$16,430</b>     | <b>\$164,041</b> | <b>\$35,959</b>    | <b>\$52,389</b>  | <b>82%</b> |
| <b>Footbridges</b>     |   |                  |                  |                  |                  |                     |                  |                    |                  |            |
| 0000000.300009         | Friendlies Reserve to Memorial Oval (New)     | \$395,000        | \$395,000        | \$10,000         | \$1,080          | \$0                 | \$1,080          | \$8,920            | \$393,920        | 0%         |
| 0000000.310021         | Avenel - Hughes Creek Low Level Crossing      | \$250,000        | \$250,000        | \$10,000         | \$0              | \$0                 | \$0              | \$10,000           | \$250,000        | 0%         |
| 0000000.320033         | Pedestrian Bridge Design                      | \$6,000          | \$6,000          | \$0              | \$6,141          | \$0                 | \$6,141          | -\$6,141           | -\$141           | 102%       |
| 0000000.320034         | Avenel Pedestrian Footbridge                  | \$3,850          | \$3,850          | \$0              | \$0              | \$6,141             | \$6,141          | -\$6,141           | -\$2,291         | 160%       |
|                        | <b>Total Footbridges</b>                      | <b>\$654,850</b> | <b>\$654,850</b> | <b>\$20,000</b>  | <b>\$7,221</b>   | <b>\$6,141</b>      | <b>\$13,362</b>  | <b>\$6,638</b>     | <b>\$647,629</b> | <b>2%</b>  |
|                        | <b>Total Bridges</b>                          | <b>\$954,450</b> | <b>\$954,450</b> | <b>\$220,000</b> | <b>\$160,300</b> | <b>\$62,336</b>     | <b>\$222,636</b> | <b>-\$2,636</b>    | <b>\$794,150</b> | <b>23%</b> |

**Strathbogie Shire Council**  
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|                 | Original Budget  | Current Budget   | YTD Budget       | YTD Actual      | YTD On Order    | YTD Total Committed | YTD Variance     | Rev. Bud. Variance | % Rev Bud  |
|-----------------|--|------------------|------------------|-----------------|-----------------|---------------------|------------------|--------------------|------------|
| <b>Drainage</b> |  |                  |                  |                 |                 |                     |                  |                    |            |
| 0000000.320005  | Create Easements for Flood Levees                      | \$15,000         | \$15,000         | \$0             | \$0             | \$0                 | \$0              | \$15,000           | 0%         |
| 0000000.320008  | Campbell St Special Charge Scheme Stage 1              | \$0              | \$0              | \$0             | \$3,930         | \$0                 | \$3,930          | -\$3,930           | 0%         |
| 0000000.320016  | Scobie Street Catchment - Construct open drain         | \$20,000         | \$20,000         | \$0             | \$0             | \$0                 | \$0              | \$20,000           | 0%         |
| 0000000.320017  | Atkins Street Drainage Improvement Works               | \$0              | \$0              | \$0             | \$2,341         | \$0                 | \$2,341          | -\$2,341           | 0%         |
| 0000000.320018  | Boundary Rd South Future Open Drain                    | \$38,000         | \$38,000         | \$0             | \$55            | \$21,290            | \$21,345         | -\$21,345          | 56%        |
| 0000000.320019  | Pit & Pipe Replacement Program                         | \$40,000         | \$40,000         | \$40,000        | \$37,654        | \$4,700             | \$42,354         | -\$2,354           | 106%       |
| 0000000.320021  | Flood Investigation Outcomes                           | \$10,000         | \$10,000         | \$0             | \$0             | \$0                 | \$0              | \$10,000           | 0%         |
| 0000000.320022  | Euroa Castle Creek: Levee Repair                       | \$0              | \$0              | \$0             | \$1,200         | \$0                 | \$1,200          | -\$1,200           | 0%         |
| 0000000.320025  | Euroa - Augment Castle Creek Levee                     | \$143,000        | \$143,000        | \$0             | \$13,680        | \$4,040             | \$17,720         | -\$17,720          | 12%        |
| 0000000.320029  | Nagambie Industrial Area Scoping & Drainage            | \$68,000         | \$68,000         | \$0             | \$0             | \$0                 | \$0              | \$68,000           | 0%         |
| 0000000.320030  | Small Towns Wastewater Management Plan                 | \$10,000         | \$10,000         | \$0             | \$0             | \$0                 | \$0              | \$10,000           | 0%         |
| 0000000.320031  | Stormwater Drain Survey                                | \$15,000         | \$15,000         | \$0             | \$0             | \$0                 | \$0              | \$15,000           | 0%         |
| 0000000.320032  | Nagambie Waste Management Scheme                       | \$20,000         | \$20,000         | \$0             | \$0             | \$69,460            | \$69,460         | -\$69,460          | 347%       |
| 0000000.320036  | Town Maintenance Do not use Operational                | \$12,000         | \$12,000         | \$0             | \$0             | \$0                 | \$0              | \$12,000           | 0%         |
| 0000000.320037  | Pit & Pipe Replacement Program                         | \$60,000         | \$60,000         | \$20,000        | \$16,782        | \$26,000            | \$42,782         | -\$22,782          | 71%        |
| 0000000.320038  | Retarding Basins at McGregor Avenue with a Pump System | \$50,000         | \$50,000         | \$0             | \$0             | \$0                 | \$0              | \$50,000           | 0%         |
| 0000000.320039  | Review Stormwater Pipe Network                         | \$40,000         | \$40,000         | \$0             | \$0             | \$0                 | \$0              | \$40,000           | 0%         |
| 0000000.320040  | Boundary Rd South Future Open Drain - Stage 2          | \$100,000        | \$100,000        | \$0             | \$0             | \$0                 | \$0              | \$100,000          | 0%         |
| 0000000.320041  | Flood Protection Works                                 | \$80,000         | \$80,000         | \$0             | \$0             | \$0                 | \$0              | \$80,000           | 0%         |
| 0000000.320042  | Ballantyne Rd Retention Basin design                   | \$76,000         | \$76,000         | \$0             | \$0             | \$0                 | \$0              | \$76,000           | 0%         |
| 0000000.320043  | Town Centre Outlet to Lake Nagambie                    | \$60,000         | \$60,000         | \$0             | \$0             | \$0                 | \$0              | \$60,000           | 0%         |
| 0000000.320044  | Bank Street Drainage - Survey & Design                 | \$50,000         | \$50,000         | \$0             | \$0             | \$0                 | \$0              | \$50,000           | 0%         |
|                 | <b>Total Drainage</b>                                  | <b>\$907,000</b> | <b>\$907,000</b> | <b>\$60,000</b> | <b>\$75,643</b> | <b>\$125,490</b>    | <b>\$201,132</b> | <b>-\$141,132</b>  | <b>22%</b> |
|                 | <b>Total Drainage</b>                                  | <b>\$907,000</b> | <b>\$907,000</b> | <b>\$60,000</b> | <b>\$75,643</b> | <b>\$125,490</b>    | <b>\$201,132</b> | <b>-\$141,132</b>  | <b>22%</b> |

**Strathbogie Shire Council**  
**Account Management Report**  
for year to October 2019 (actuals as at 12 November 19 - 33% of year)

|   | Original Budget  | Current Budget     | YTD Budget         | YTD Actual       | YTD On Order    | YTD Total Committed | YTD Variance    | Rev. Bud. Variance | % Rev Bud          |            |
|---|--|--------------------|--------------------|------------------|-----------------|---------------------|-----------------|--------------------|--------------------|------------|
| <b>Footpaths</b>                          |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| <b>Footpaths</b>                          |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| 0000000.300010                            | Seven Creeks Park Rockwall                               | \$0                | \$0                | \$0              | \$2,294         | \$0                 | \$2,294         | -\$2,294           | -\$2,294           | 0%         |
| 0000000.320011                            | Access to Balmittum Hill track                           | \$20,000           | \$20,000           | \$20,000         | \$18,350        | \$0                 | \$18,350        | \$1,650            | \$1,650            | 92%        |
| 0000000.320045                            | Footpath Renewal   | \$46,000           | \$46,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$46,000           | 0%         |
| 0000000.320046                            | Walking Tracks Renewal                                   | \$10,000           | \$10,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$10,000           | 0%         |
| 0000000.320047                            | Watsons St from Livingston St to Kindergarten North Side | \$22,000           | \$22,000           | \$0              | \$0             | \$18,580            | \$18,580        | -\$18,580          | \$3,420            | 84%        |
| 0000000.320048                            | Rowe St - Garrett to Frost St Subway Entrance            | \$52,000           | \$52,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$52,000           | 0%         |
| 0000000.320049                            | McGregor Ave - High St to Tarquin St/Helena Court        | \$71,000           | \$71,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$71,000           | 0%         |
| 0000000.320050                            | Marie/Glass Street                                       | \$7,000            | \$7,000            | \$0              | \$0             | \$0                 | \$0             | \$0                | \$7,000            | 0%         |
| 0000000.320051                            | Cowslip St from Hospital to IGA South Side Widen         | \$46,000           | \$46,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$46,000           | 0%         |
|   | <b>Total Footpaths</b>                                   | <b>\$274,000</b>   | <b>\$274,000</b>   | <b>\$20,000</b>  | <b>\$20,644</b> | <b>\$18,580</b>     | <b>\$39,224</b> | <b>-\$19,224</b>   | <b>\$253,356</b>   | <b>14%</b> |
|   | <b>Total Footpaths</b>                                   | <b>\$274,000</b>   | <b>\$274,000</b>   | <b>\$20,000</b>  | <b>\$20,644</b> | <b>\$18,580</b>     | <b>\$39,224</b> | <b>-\$19,224</b>   | <b>\$253,356</b>   | <b>14%</b> |
| <b>Kerb &amp; Channel</b>                 |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| <b>Kerb &amp; Channel</b>                 |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| 0000000.320006                            | Clifton St - Kirkland Ave to Binney St                   | \$26,000           | \$26,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$26,000           | 0%         |
| 0000000.320007                            | Gobur St - from Turnbull St                              | \$25,000           | \$25,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$25,000           | 0%         |
| 0000000.320026                            | Kerb & Channel Program                                   | \$50,000           | \$50,000           | \$0              | \$0             | \$0                 | \$0             | \$0                | \$50,000           | 0%         |
|   | <b>Total Kerb &amp; Channel</b>                          | <b>\$101,000</b>   | <b>\$101,000</b>   | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>          | <b>\$0</b>      | <b>\$0</b>         | <b>\$101,000</b>   | <b>0%</b>  |
|   | <b>Total Kerb &amp; Channel</b>                          | <b>\$101,000</b>   | <b>\$101,000</b>   | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>          | <b>\$0</b>      | <b>\$0</b>         | <b>\$101,000</b>   | <b>0%</b>  |
| <b>Plant &amp; Machinery</b>              |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| <b>Plant &amp; Machinery</b>              |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| 0000000.360001                            | Work In Progress -Plant and Equipments                   | \$1,100,000        | \$1,100,000        | \$62,500         | \$0             | \$38,403            | \$38,403        | \$24,097           | \$1,061,597        | 3%         |
| 0000000.360002                            | Work In Progress -Motor Vehicle Fleet                    | \$0                | \$0                | \$0              | \$39,454        | \$0                 | \$39,454        | -\$39,454          | -\$39,454          | 0%         |
|   | <b>Total Plant &amp; Machinery</b>                       | <b>\$1,100,000</b> | <b>\$1,100,000</b> | <b>\$62,500</b>  | <b>\$39,454</b> | <b>\$38,403</b>     | <b>\$77,858</b> | <b>-\$15,358</b>   | <b>\$1,060,546</b> | <b>7%</b>  |
|   | <b>Total Plant &amp; Machinery</b>                       | <b>\$1,100,000</b> | <b>\$1,100,000</b> | <b>\$62,500</b>  | <b>\$39,454</b> | <b>\$38,403</b>     | <b>\$77,858</b> | <b>-\$15,358</b>   | <b>\$1,060,546</b> | <b>7%</b>  |
| <b>Furniture &amp; Equipment</b>          |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| <b>Computers &amp; Telecommunications</b> |  |                    |                    |                  |                 |                     |                 |                    |                    |            |
| 0000000.370001                            | Work In Progress- Furniture and Equipment                | \$250,000          | \$250,000          | \$47,500         | \$62,326        | \$0                 | \$62,326        | -\$14,826          | \$187,674          | 25%        |
| 0000000.370003                            | Hardware Replacement Program                             | \$255,000          | \$255,000          | \$60,000         | \$10,399        | \$1,163             | \$11,562        | \$48,438           | \$243,438          | 5%         |
|   | <b>Total Computers &amp; Telecommunications</b>          | <b>\$505,000</b>   | <b>\$505,000</b>   | <b>\$107,500</b> | <b>\$72,725</b> | <b>\$1,163</b>      | <b>\$73,887</b> | <b>\$33,613</b>    | <b>\$432,275</b>   | <b>15%</b> |
|   | <b>Total Furniture &amp; Equipment</b>                   | <b>\$505,000</b>   | <b>\$505,000</b>   | <b>\$107,500</b> | <b>\$72,725</b> | <b>\$1,163</b>      | <b>\$73,887</b> | <b>\$33,613</b>    | <b>\$432,275</b>   | <b>15%</b> |

**Strathbogie Shire Council**  
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 for year to October 2019 (actuals as at 12 November 19 - 33% of year)

|                    | Original<br>Budget  | Current<br>Budget   | YTD<br>Budget      | YTD<br>Actual      | YTD<br>On<br>Order | YTD<br>Total<br>Committed | YTD<br>Variance     | Rev. Bud.<br>Variance | %<br>Rev<br>Bud |
|--------------------|---------------------|---------------------|--------------------|--------------------|--------------------|---------------------------|---------------------|-----------------------|-----------------|
| <b>Grand Total</b> | <b>\$14,655,700</b> | <b>\$14,655,700</b> | <b>\$1,379,670</b> | <b>\$1,525,832</b> | <b>\$884,828</b>   | <b>\$2,410,660</b>        | <b>-\$1,030,990</b> | <b>\$13,129,868</b>   | <b>16%</b>      |



### **9.7.6 Council Policy Review - Kerbside Collection Services Policy**

#### **Author & Department**

Waste Management Officer/ Community Assets

#### **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 purpose of this report is to seek the Strathbogie Shire Council's endorsement of the Kerbside Collection Services Policy (the Policy).

Action 5a of the *Strathbogie Shire Council Waste and Resource Recovery Strategy* is to review Council's "Kerbside Collection Services Policy" with the view to amending and adopting a new policy.

This policy formalises activities that are already occurring and aims to ensure equitable access for all as well as minimising the amount of landfill waste generated within the municipality, increasing the recovery of resource and diversion from landfill, providing alternatives to landfill disposal and minimising the contamination of recycling and organic waste streams.

#### **RECOMMENDATION**

**That Council endorse the reviewed Kerbside Collection Services Policy, as attached to the report.**

#### **Background**

In 2015 Strathbogie Shire Council adopted a best practice waste management system which has allowed Council to maintain one of the highest diversion rates from landfill in the state. To go hand in hand with this and to ensure consistency in the delivery of the kerbside system a *Kerbside Waste Collection Services Policy* was adopted.

This Policy covered:

- Residential Kerbside Collection Services in Urban and Rural Areas;
- Extensions to the collection route;
- Special Needs Kerbside Collection Services;
- Collection services from Commercial Premises and Educational Organisations;
- Special Events;
- Contamination of Kerbside Bins; and
- Public Place Recycling.

#### 9.7.6 Council Policy Review - Kerbside Collection Services Policy (cont.)

Action 5a of the *Strathbogie Shire Council Waste and Resource Recovery Strategy* is to review Council's "Kerbside Collection Services Policy" with the view to amending and adopting a new policy. Staff have been working on the existing policy to update and incorporate changes and additions into the new policy

New sections added to the Kerbside Collection Services Policy are:

- Removal of Exemption for Residential Kerbside Organics Collection Services;
- Formalising Mandatory Township collection zones (including Strathbogie);
- Inclusion of a definitions page;
- More robust handling of fee waiver requests from op shops and other community groups; and
- A section on Waste Education and how to access education materials.

Council currently sends the contents of its green bins to Western Composting in Shepparton who is licensed by the EPA to receive and compost the waste into a high specification product. Council is unlikely to operate its own composting plant due to the capital costs and ongoing recurring costs. Council receives green waste at four of its transfer stations and twice a year the material is mulched and given away free to residents.

Council will review the ongoing viability and need for the Strathbogie Collection Point taking into consideration many different factors including the increase in properties in the Strathbogie township collection zone that have a kerbside service.

#### **Alternative Options**

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. The following alternatives have been identified for the consideration of Council. Council can choose to not adopt the Policy which could lead to uncertainty for staff and residents about how its collection service operates.

#### **Risk Management**

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

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

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

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

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

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

The author of this report considers there are no further capital or recurrent budget considerations, apart from those described elsewhere in this report.

9.7.6 Council Policy Review  
- Kerbside Collection Services Policy (cont.)

**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.

Staff will develop a Community Engagement Plan to ensure that all residents are aware of the updated policy and how it will impact them.

**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.

**Attachments**

- Kerbside Collection Services Policy





# KERBSIDE COLLECTION SERVICES POLICY

| COUNCIL POLICY         |                                |
|------------------------|--------------------------------|
| Document ID:           |                                |
| Effective Date:        | 21 November 2017               |
| Last Review:           |                                |
| Current Review:        | November 2019                  |
| Adopted by Council:    |                                |
| Next Review Date:      | 2021                           |
| Responsible Officer/s: | Group Manager Community Assets |

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## 1. POLICY STATEMENT

The purpose of this Policy is to state Council's objectives with regard to the waste management services it offers to residents, businesses and other groups within the Shire.

## 2. POLICY APPLICATION

This Policy applies to the waste management services provided by Council and their associated service charges.

The Council is able to establish this policy in accordance with its powers under the *Local Government Act, 1989*.

## 3. POLICY

### 3.1 Statement of Commitment

The Strathbogie Shire Council is committed to facilitating effective, economical and sustainable waste management practices that assist in achieving the following goals

- Minimising the amount of landfill waste generated within the municipality;
- Increasing the recovery of resources;
- Providing alternatives to landfill disposal;
- Minimising the contamination of recycling and organic waste streams; and
- Equitable and accessible access for all residents;

### 3.2 Definitions

**Kerbside Collection Service** – a Council offered bin service.

**MGB-** Mobile Garbage Bin – Can be ordered in 80lt, 120lt or 240lt sizes. Bins have black bodies and red lids.

**MOB-** Mobile Organics Bins – Can be ordered in 120lt or 240lt sizes. Bins have black bodies and lime green lids

**MRB** - Mobile Recycling Bin – Can be ordered in 240lt or 360lt sizes. Bins have black bodies with yellow lids

**Rural Area** - Any area outside the defined "urban" area.

**Standard Kerbside Collection Service** - a Standard Kerbside Collection Service consists of a 120lt MOB and MGB and a 240lt MRB.

**Urban Area** - the built up areas of Violet Town, Euroa, Strathbogie, Nagambie, Longwood, Old Longwood, Mangalore, Avenel and Locksley. Up to date maps of these boundaries are located in Council's GIS mapping system

### 3.3 Kerbside Collection Service Charges

- a) Council is entitled to charge Service Rates and Charges for the collection and disposal of waste under the *Local Government Act 1989*.
- b) Council will consider declaring kerbside collection service charges and their quantum during the budget process each financial year.
- c) A kerbside collection service charge is an annual charge on a property
- d) Each annual kerbside collection service charge will be per kerbside collection service (one Mobile Garbage Bin (MGB), one Mobile Organics Bin (MOB) one Mobile Recycling Bin (MRB)).
- e) Kerbside collection service charges are structured to reflect the service cost to Council and are geared toward encouraging residents to reduce waste to landfill.

### 3.4 About the Kerbside Collection Services

- a) The Standard Kerbside Collection Service provided by Council will be delivered as follows:
  - Organics - One x 120 litre MOB collected weekly
  - Recycling - One x 240 litre MRB collected fortnightly
  - Garbage - One x 120 litre MGB collected on the alternate fortnight to Recycling
- b) The following alternative kerbside collection services are available to allow customers to meet their particular needs:

| <b>Organics – Weekly Collection</b> | <b>Recycling – Fortnightly Collection</b> | <b>Garbage – Alternate Fortnight to Recycling</b> |
|-------------------------------------|---|---|
| 240 litre MOB                       | 120 litre MRB                             | 80 litre MGB                                      |
|                                     | 360 litre MRB                             | 240 litre MGB                                     |

- c) All residential properties receiving kerbside garbage collection services **MUST** also receive at least one kerbside organics collection service and one kerbside recycling collection service.
- d) All residential properties receiving a Kerbside Organics Collection Service will be provided with the following items from Council to assist with the effective collection of organic food waste:
  - i. An 8 litre Organics Kitchen Caddy (delivered with each Mobile Organics Bin)
  - ii. A roll of 150 compostable Organics Kitchen Caddy liners (delivered to the property every year)

- e) All MGBs, MOBs and MRBs and Organics Kitchen Caddies and liners provided by Council to residents remain the property of Council and must be kept at the address they have been issued to.
- f) Council will undertake repairs on damaged bins or caddies and replace any bins that are stolen or damaged whilst left out for collection. However, if a bin or caddy is damaged or lost as a result of misuse or other action on a resident's part, the cost of replacement or repair of the damaged or stolen bin or caddy may be sought from the ratepayer of the property that it was allocated to.
- g) Bin contents, once the bin has been placed in its usual collection location becomes Council's property. Contamination or bin audits may be undertaken by Council at any time to contribute to its understanding of users waste and resource recovery practices
- h) Bins should be placed on the kerbside the night before collection and removed from the kerbside and into the property as soon as practical after collection.
- i) Bins will only be delivered to properties that have applied for an occupation certificate. Bins will not be delivered to empty blocks except if there is a need as determined by Council Officers
- j) Given the large geographic size of the municipality, it is not economically feasible to support kerbside collection services to all areas of low density settlement. Collection routes are mainly limited to:
  - Urban Areas
  - Rural areas where the ratio of homes to the distance travelled makes provision of services economically feasible; and
  - Roads travelled that link collection routes together.

### *3.5 Residential Kerbside Collection Services in Urban Areas*

- a) Council's Standard Service Charge will be levied on all habitable properties within urban areas and on designated densely populated areas of the municipality. These charges will apply regardless of whether or not:
  - the dwelling is permanently occupied or
  - the service is required or utilised.
- b) Charges for the standard kerbside collection services on new dwellings in urban areas shall apply as of the date that Council's Rates Department receive the Certificate of Occupancy.
- c) Additional kerbside collection services or changes to the Standard Kerbside Collection Services bin sizes can be provided upon application. Additional or reduced fees may apply depending on the bin size and service chosen.
- d) Once a Kerbside Collection Service (which must include a MOB, MGB and MRB) is present at the property any amount of additional bins in any combination may be delivered and utilised by the property. A minimum of one MOB, MGB and MRB must be at the property.

- e) Kerbside collection services and their associated charges can only be cancelled if the property becomes uninhabitable.
- f) Any amendments to service allocations can only be made by the property owner or person legally responsible for payment of rates.
- g) The Urban Areas have been mapped in Council's GIS system. If a property falls into this Boundary then they MUST have as a minimum a Standard Kerbside Collection Service. Maps as of November 2019 are attached at the back of this Policy – up to date maps can be found on Council's Website and include Violet Town, Euroa, Strathbogrie, Nagambie, Longwood, Old Longwood, Mangalore, Avenel and Locksley.
- h) There is no option for properties within this collection area to opt out of this service as it would not be financially viable and impossible to maintain
- i) The collection route is based a minimum number of properties to maintain its viability and if properties opted in and out it becomes a logistical issue to keep rolling bins in and out
- j) The onus is on the resident or owner of a property to notify Council when a bin has been stolen or is missing. Council will not refund of non-service due to bins been stolen or missing.

### *3.6 Residential Kerbside Collection Services in Rural Areas*

- a) Kerbside collection services are available on application for all habitable dwellings located on existing collection routes in rural areas of the Shire. Application must be made by the property owner or person legally responsible for payment of rates.
- b) Kerbside collection services may be available for properties adjacent to existing collection routes, provided the bins are delivered to and from an agreed location on the route for collection and any other criteria stipulated by Council and / or its service provider is met. Standard collection charges will apply.
- c) Additional kerbside collection services or changes to the Standard Kerbside Collection Services bin sizes can be provided upon application. Additional or reduced fees may apply depending on the bin size and service chosen.
- d) Once a Kerbside Collection Service (which must include a MOB, MGB and MRB) is present at the property any amount of additional bins in any combination may be delivered and utilised by the property. A minimum of one MOB, MGB and MRB must be at the property.
- e) Any amendments to service allocations can only be made by the property owner or person legally responsible for payment of rates.
- f) The onus is on the resident or owner of a property to notify Council when a bin has been stolen or is missing. Council will not refund of non-service due to bins been stolen or missing

### 3.7 Extensions to Kerbside Collection Routes.

- a) The following shall be given consideration before adopting any extensions to existing collection routes:-
- All roads on the proposed extended route are listed on Council's Register of Public Roads ([https://www.strathbogie.vic.gov.au/images/Assets/Public\\_Roads\\_Register\\_Aug18.pdf](https://www.strathbogie.vic.gov.au/images/Assets/Public_Roads_Register_Aug18.pdf))
  - Economic feasibility of additional service (cost v benefit);
  - Existing contractual arrangements;
  - Physical constraints of extended route (ie: pavement strength of road to take heavy vehicles, width and alignment of road, bridge load limits, slope of road, turning area if required);
  - Possibility of damage to Council assets by heavy vehicles (ie: damage to bridges, road surface, road furniture);
  - Number and proximity of dwellings serviced (additional distance travelled does not exceed two kilometres per service);
  - Impact of additional routes on the existing collection day program; and
  - Proximity to existing collection routes.
- b) In addition, Council could, at its discretion, choose to extend collection routes based on, but not limited to, the following:
- Township growth
  - Contractor's collection schedules
- c) Access using private roads to provide collection services can be approved where a specific access agreement has been negotiated between Council, the collection contractor and the landowner.
- d) Requests to provide collection services to properties located within adjoining municipalities and in close proximity to the border with Strathbogie Shire will be investigated on a case by case basis. For this service to take place, agreement must be reached with the particular Council that the property is located in, to either:
- bill the relevant Council separately for the collection;
  - come to a mutual understanding regarding the costs on "quid pro quo" basis; or
  - bill the ratepayer as a sundry debtor.

### 3.8 Special Needs Kerbside Collection Services

- a) For residential properties meeting any of the following criteria, the standard fortnightly 120 litre MGB service may be replaced with a larger 240 litre MGB service (or have an additional 120 litre MGB service added) at no extra cost at the request of the resident:
- i. Six or more people permanently residing at the property



- ii. Residents with medical conditions that result in larger than usual waste generation. The waste generated must be able to be disposed of through the kerbside collection bins and CANNOT include sharps or other hazardous medical waste.
  - iii. Households having to dispose of nappies or incontinence products
- b) Council will request suitable documentation from residents in order to support the request for Special Needs Collections
- c) A list of the properties receiving Special Needs Collections will be maintained and the continued need for the service reviewed at the end of each financial year.

### *3.9 Kerbside Collection Services from Commercial Premises*

- a) Kerbside collection services are available on application for all commercial premises located on existing collection routes of the Shire. Application must be made by the property owner or person legally responsible for payment of rates.
- b) Commercial premises can apply for any combination and number of kerbside collection services (ie: organics, garbage or recycling). Each service will attract the applicable annual service charge.
- c) Any commercial premise that is found to be using Council's public place bins to dispose of their rubbish will be required to have a Council service or provide evidence of a commercial arrangement.
- d) Any amendments to service allocations can only be made by the property owner or person legally responsible for payment of rates.
- e) For premises in urban areas that are combined residential / commercial, one Kerbside Garbage Service Charge, one Kerbside Organics Service Charge and one Kerbside Recycling Service Charge will be levied on any residential part of the premise.
- f) Kerbside collection services from commercial properties housing Opportunity Shops managed by charitable organisations, will be charged for services as per other commercial properties. However, Council will give consideration, on a case by case basis, to any written requests to waive the disposal fees at Council's Resource Recovery Centres, for any unsaleable items left at these premises outside of the premise's operating hours.
- g) Any written requests received by Council must state the requested amount of waiver, the reason why Council should approve a waiver (good done for the community etc). Requests must also outline how shops are attempting to minimise the amount of "dumped" material at their premises.
- h) All waivers will only be for a maximum 12 month period. At expiration of this businesses can reapply.

### *3.10 Kerbside Collection Services from Educational Organisations*

Council is committed to encouraging the use of recycling and organics collection services at educational institutions to assist with educating students in the benefits of diverting waste from landfill.

For the purposes of this policy, the following are considered to be educational institutions:

- Schools,
  - Kindergartens / Pre-schools,
  - School Camps,
  - Outdoor Education Facilities
- a) All educational institutions will receive recycling and organics service allocations based proportionally on the number of students enrolled, at a rate of one service per 100 students. These allocations will be provided free of charge by Council.
- 0 - 100 Students = 1 x 240 litre mobile recycling bin and 1 x 240 litre mobile organics bin.
  - Increments of 100 increase in student numbers will receive one extra bin per increment.

Educational institutions requesting additional recycling or organics services shall apply to Council in writing. Each additional service shall be subject to the standard Service Charge.

- b) ResourceSmart AuSSI Vic is a statewide program which provides practical support to schools and their communities to learn to live and work more sustainably.

Council will provide additional recycling services free of charge to those educational institutions that commit to the ResourceSmart AuSSI Vic program, provided the institution has:

- successfully completed the ResourceSmart AuSSI Vic program's Core Module and
- commenced the ResourceSmart AuSSI Vic program's Waste Module and
- determined that additional recycling services over and above their available proportional allocation are required to successfully complete the Waste Module.

### *3.11 Kerbside Collection Services for Rateable and Non-rateable Public User Groups*

- a) Community Groups will receive collection service allocations based proportionally on the Township's population and / or membership, based on the user group type.

These service allocations will be provided free of charge by Council, provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

If a group does not provide this written undertaking, or fails to act upon this undertaking, then the group will forfeit their free allocation of services provided by Council.

- b) Additional collection services required over and above a group's prescribed allocation will be subject to the appropriate service charges. This includes additional 'one off' services required for 'Special Events'.
- c) Bins will be placed out for collection by user groups on the roadside adjacent to the user group's facility / venue on appropriate days, as per normal household collections.

This will be the standard arrangement unless an alternative, suitable collection arrangement is agreed to by Council's waste services contract supervisor.

- d) This policy does not apply to those user groups / events whose needs do not justify a collection service. Justification will be determined by Council's waste services contract supervisor, taking into consideration
  - waste volumes,
  - site access and
  - bin security.
- e) This policy does not apply to those user groups that are located in an area remote from existing collection routes.
- f) Groups that are able to transport their waste and recycling in an appropriate manner, ie via a recycling trailer or other manner, may be able to apply for a fee waiver at one of Councils Resource Recovery Centres.

#### User Group Definitions and Bin Allocations

##### **I. 'A' Groups; Recreational Reserves with multi-use facilities**

Recreation reserves which include joint user groups (such as Football, Cricket, Netball and Tennis Clubs) will receive collection service allocations based proportionally on the Township's population, at a rate of one 240 litre garbage bin, one 240 litre recycling bin and one 240 litre organics bin per 500 head of population.

These services will be provided free of charge, provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 500 Population = 1 x 240 litre mobile garbage bin\* (MGB)  
1 x 240 litre mobile recycling bin (MRB) and  
1 x 240 litre mobile organics bin\* (MOB)

*\*(or alternatively 2 x 120 litre MGBs and / or MOB)*

For special once off events clubs can apply for special events bins as per this policy and the events guidelines

**II. 'B' Groups; Sporting Clubs (including Bowls, Tennis, Golf), Emergency Services (CFA, SES).**

Groups such as, individual Bowls, Golf and Tennis Clubs and Emergency Services facilities will receive collection service allocations based proportionally on their membership.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 120 Members = 1 x 120 litre MGB, 1 x 240 litre MRB and 1 x 240 litre MOB.  
120+ Members = 1 x 240 litre MGB\*\*, 2 x 240 litre MRBs and 1 x 240 litre MOB\*\*.

*\*\* (or alternatively 2 x 120 litre MGBs and / or MOBs)*

For special once off events clubs can apply for special events bins as per this policy and the events guidelines

**III. 'C' Groups; Senior Citizens and RSL Clubs**

Senior Citizens and RSL Clubs will receive collection service allocations based proportionally on the Township's population.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 1000 Population = 1 x 120 litre MGB, 1 x 120 litre MRB and 1 x 120 litre MOB

1000+ Population = 1 x 120 litre MGB, 1 x 240 litre MRB\*\*\* and 1 x 120 litre MOB

*\*\*\* (or alternatively 2 x 120 MRBs)*

For special once off events clubs can apply for special events bins as per this policy and the events guidelines

**IV. 'D' Groups; Community Halls**

Community Halls will receive one 120 litre MGB, one 240 litre MRB and one 120 litre MOB.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

For special once off events clubs can apply for special events bins as per this policy and the events guidelines

## V. 'E' Groups; Cemeteries and Churches

Cemeteries and Churches will receive collection service allocations based proportionally on the Township's population.

These will be provided free of charge provided an undertaking in writing is made and acted upon by the group to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.

0 - 1500 Population = 1 x 120 litre MGB, 1 x 120 litre MRB and 1 x 240 litre MOB

1500+ Population = 1 x 240 litre MGB, 1 x 240 litre MRB and 1 x 240 litre MOB\*\*\*\*

\*\*\*\*(or alternatively 2 x 120 litre MGBs, 2 x 120 litre MRBs and / or 2 x 120 litre MOB). For special once off events clubs can apply for special events bins as per this policy and the events guidelines

### 3.12 Approved Public Camping Sites.

Approved Public Camping sites are required to be maintained by the site managers in a neat and tidy manner. Campers that use approved public camping locations will be required to carry in/carry out their rubbish.

Due to the infancy of using public land for camping Officers will monitor the ongoing impacts on locations and associated litter bins in the vicinity. If there are ongoing issues at approved locations Council staff will investigate an appropriate solution to minimise impacts on the community.

### 3.13 Special Events

- a) Organisers of special events within the Shire can apply to Council for the provision of garbage, organics and recycling services for their event.
- b) Application must be made to Council via Council's event application process at least:
  - 14 days in advance of the event date for events requiring less than 10 bins or;
  - 28 days in advance of the event date for events requiring more than 10 bins
- c) To promote recycling at the event each MGB must be paired with at least one MRB.
- d) Where the sale of food to consume at the event is anticipated, the Council requires one MOB to be provided at the event for every three rubbish bins provided.
- e) Council staff will work with organisers of large events around the correct placement of bins and appropriate numbers of bins for the potential visitors.

- f) Provision and emptying of 240 litre MGBs for special events will be subject to the appropriate garbage service rate for special events, as specified in Council's waste services contract of the time.
- g) Council will provide and empty up to five (5) 240 litre MRBs and / or five (5) 240 litre MOB's, free of charge for special events, in accordance with the waste services contract, provided an undertaking in writing is made and acted upon by the event organiser to initiate, promote, and action appropriate disposal procedures for recyclables and organic waste.
- h) Bins will be placed out for collection by user groups / event organisers on the roadside adjacent to the event venue on appropriate days, as per normal household collections.  
This will be the standard arrangement unless an alternative, suitable collection arrangement is agreed to by Council's waste services contract supervisor.

Events must also agree to abide by Council's Events Waste Policy.

### *3.14 Contamination of Kerbside Bins*

If a bin is found to hold contaminated or inappropriate material, an education / enforcement process will commence, escalating as follows:

- In the first instance, the bin will be stickered to inform the resident that the incorrect material was placed in the bin.
- In the second instance, the bin will not be emptied and Council will send a letter to the property owner informing them that the bin was again presented for collection with contamination evident.
- In the third instance, the bin will be removed from the property for one collection cycle\*; and
- In the fourth instance the bin will be removed from the property and not replaced until the user commits to abide by the requirements to use the bin effectively\*.

\*Please note that should the bin be removed, the waste management charges will continue to accrue on the property until the user commits to use the service as intended.

Whilst Council does not wish to take such drastic steps as outlined in the third and fourth instance, the contamination of each of the collection services brings financial penalties to the Council and thus the broader community. Council staff will support the household to change behaviours to use the bins correctly as far as practical to avoid escalation of the problem.

### *3.15 Public Place Recycling*

Council encourages residents and visitors to practice their home recycling habits when out in the community. To support them, Council provides public place commingled recycling bins in high traffic areas such as shopping precincts and parks / reserves. These bins are serviced as part of the waste services contract.

Council will continue to take opportunities to establish recycling and organics bins in public places where effective.

### *3.16 Waste Education*

In September 2019, Council endorsed the Southern Goulburn Valley Waste and Resource Recovery Education Strategy.

The objective of the Strategy is to provide strategic direction for the development and delivery of waste and resource recovery education in the southern Goulburn Valley region. To achieve this, the Strategy provides guiding principles, strategic directions and a three year action plan to assist in development, implementation and evaluation of waste and resource recovery education programs and activities in the region.

This Strategy ties in directly with Councils own Waste Management Strategy with actions 3a, 4a, 7a, 10a, 11b all stating "*Initiate actions from the Southern Goulburn Valley Regional Waste and Resource Recovery Education Strategy*".

Businesses, schools or other groups that would like further information and materials on waste education can contact Council.

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

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



### **9.7.7 Business Management System**

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

- Building Department – October 2019 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - October 2019
- Customer Enquiry Analysis Report – Report for October 2019
- Waste Management Reporting ~ Year to Date - October 2019
- Actioning of Council Reports Resolutions – Council Meeting 15 October 2019
- Outstanding Actions of Council Resolutions to 31 October 2019
- Review of Council Policies and Adoption of new Policies – October/November 2019
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

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

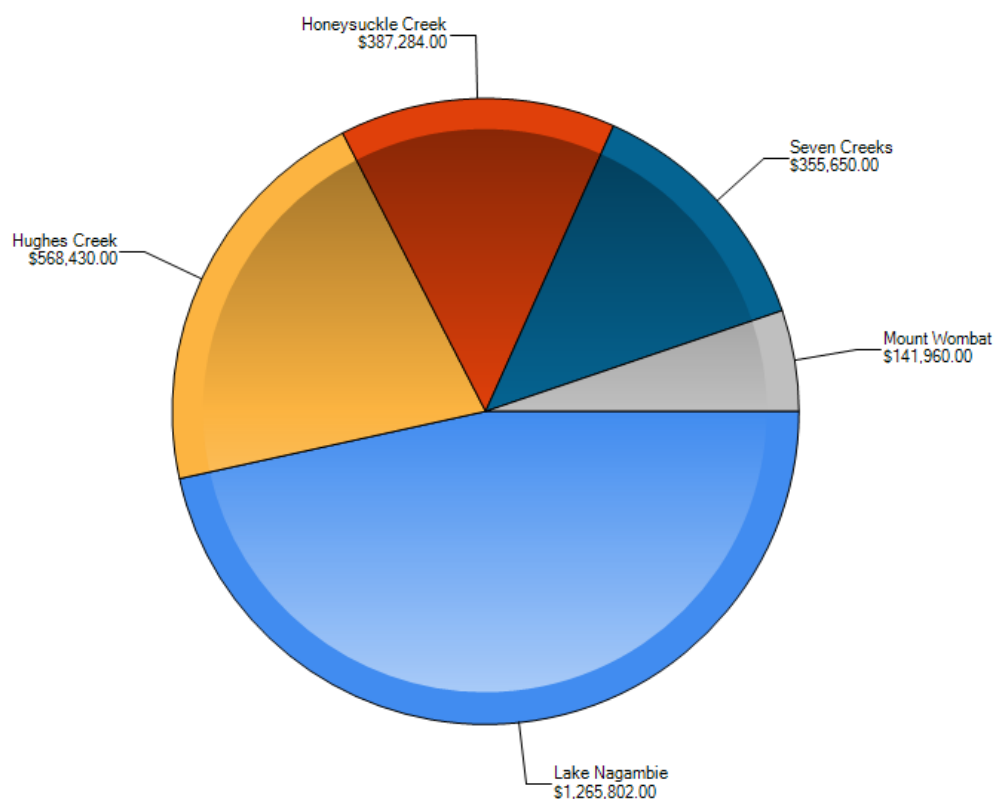
#### **RECOMMENDATION**

**That the report be noted.**

## BUILDING ACTIVITY

### OCTOBER 2019

Twenty-one (21) permits, with a works value of \$2,719,126, were lodged with Council in October. Three farm sheds are proposed to be constructed in the Mount Wombat ward; however the rest of the permits are for dwellings, home improvements and domestic outbuildings.



### Honeysuckle Creek

| Permit Number   | Permit Date | Works           | Building Use | Town        | Cost Of Works |
|-----------------|-------------|-----------------|--------------|-------------|---------------|
| 2538378746492/0 | 29/10/2019  | Construction of | Carport      | Violet Town | \$9,284.00    |
| 4055781289023/0 | 1/08/2019   | Construction of | Dwelling     | Boho        | \$378,000.00  |

### Hughes Creek

| Permit Number | Permit Date | Works                      | Building Use      | Town    | Cost Of Works |
|---------------|-------------|----------------------------|-------------------|---------|---------------|
| 20192999/0    | 18/03/2019  | Alterations & Additions to | Dwelling          | Pranjip | \$385.00      |
| 6283908268251 | 26/09/2019  | Construction of            | Dwelling & Garage | Avenel  | \$172,083.00  |
| 6838506600535 | 6/10/2019   | Construction of            | Dwelling          | Avenel  | \$395,962.00  |

## Lake Nagambie

| Permit Number   | Permit Date | Works           | Building Use                         | Town          | Cost Of Works |
|-----------------|-------------|-----------------|--------------------------------------|---------------|---------------|
| 1176050226331   | 30/09/2019  | Construction of | Dwelling & Garage                    | Nagambie      | \$351,143.00  |
| 1500113593826   | 15/10/2019  | Construction of | Shed                                 | Goulburn Weir | \$22,011.00   |
| 2763325545064   | 6/10/2019   | Construction of | Shed                                 | Nagambie      | \$37,034.00   |
| 4908640752055   | 10/10/2019  | Construction of | Verandah                             | Nagambie      | \$9,000.00    |
| 4994301635804   | 30/10/2019  | Construction of | Shed                                 | Nagambie      | \$15,200.00   |
| 5817535812990   | 30/10/2019  | Construction of | Shed                                 | Nagambie      | \$10,000.00   |
| 8178871319322   | 30/09/2019  | Construction of | Dwelling & Garage                    | Nagambie      | \$323,184.00  |
| 8673577181942   | 13/10/2019  | Construction of | Swimming Pool, Swimming Pool Barrier | Wahring       | \$8,600.00    |
| 9803370270415/0 | 11/10/2019  | Construction of | Dwelling & Garage                    | Nagambie      | \$489,630.00  |

## Mount Wombat

| Permit Number | Permit Date | Works           | Building Use | Town             | Cost Of Works |
|---------------|-------------|-----------------|--------------|------------------|---------------|
| 2734478930361 | 11/10/2019  | Construction of | Shed         | Creightons Creek | \$52,000.00   |
| 3478735077271 | 26/10/2019  | Construction of | Shed         | Ruffy            | \$19,960.00   |
| 6971216918961 | 4/10/2019   | Construction of | Shed         | Strathbogie      | \$70,000.00   |

## Seven Creeks

| Permit Number   | Permit Date | Works           | Building Use                 | Town    | Cost Of Works |
|-----------------|-------------|-----------------|------------------------------|---------|---------------|
| 2600474465547   | 23/09/2019  | Construction of | Dwelling                     | Miepoll | \$150,000.00  |
| 3578966328730   | 30/10/2019  | Alteration to   | Dwelling                     | Euroa   | \$4,000.00    |
| 5861380092166   | 24/10/2019  | Conversion of   | Garage to habitable building | Euroa   | \$185,700.00  |
| 6453105482786/0 | 30/10/2019  | Construction of | Carport                      | Euroa   | \$15,950.00   |

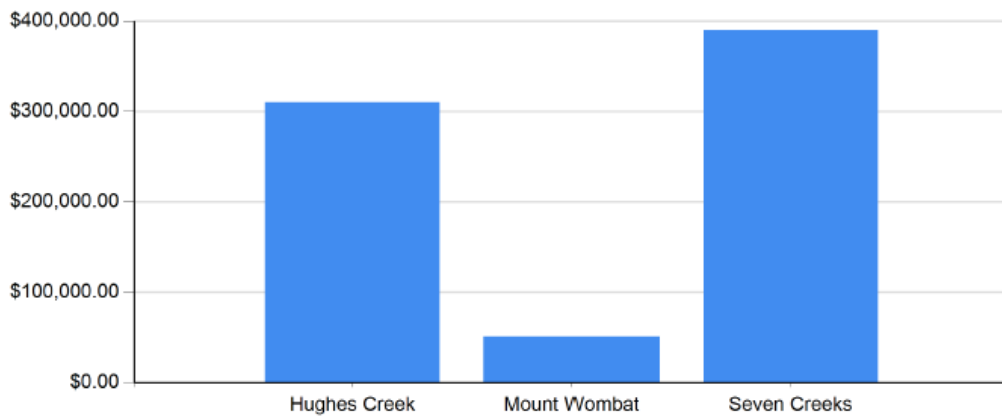
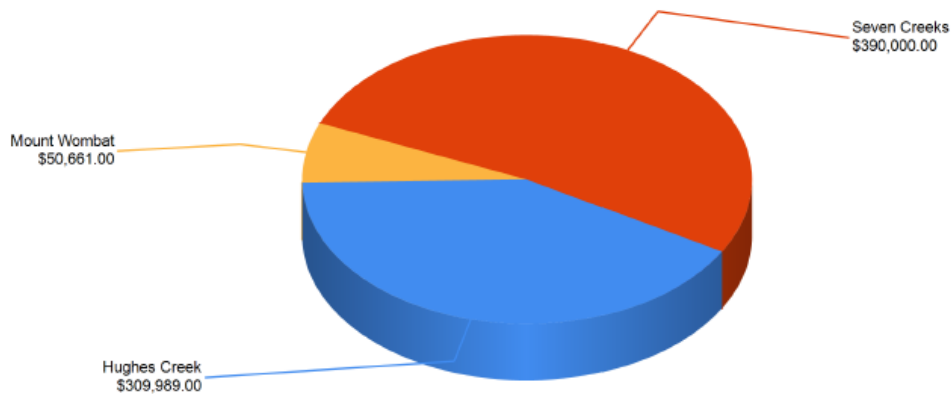
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)**  
**OCTOBER 2019**



## Planning Applications Determined

October 2019

|                     |                     |
|---------------------|---------------------|
| <b>Hughes Creek</b> | <b>\$309,989.00</b> |
| Avenel              | \$309,989.00        |
| <br>                |                     |
| <b>Mount Wombat</b> | <b>\$50,661.00</b>  |
| Longwood East       | \$42,661.00         |
| Strathbogrie        | \$8,000.00          |
| <br>                |                     |
| <b>Seven Creeks</b> | <b>\$390,000.00</b> |
| Euroa               | \$40,000.00         |
| Riggs Creek         | \$350,000.00        |
| <br>                |                     |
| <b>Total Value</b>  | <b>\$750,650.00</b> |



## CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR OCTOBER 2019



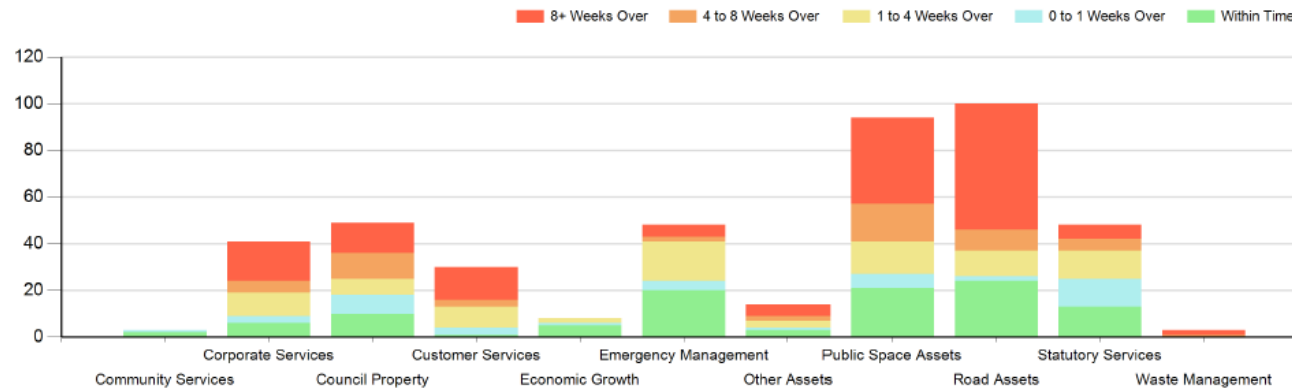
### Request Throughput Analysis

01/10/2019 to 31/10/2019

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

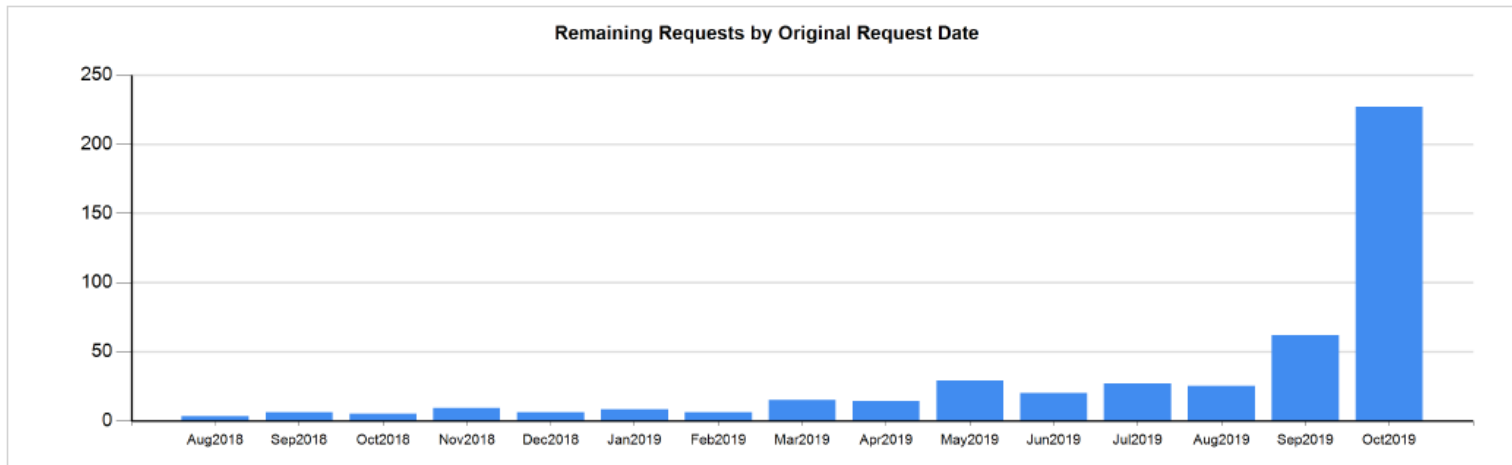
| Service Area         | Existing Requests | New Requests | Completed Requests | Remaining Requests | C<br>N | Within Time | Over Time | O<br>R | Pending Resources | Service Area Usage |
|----------------------|-------------------|--------------|--------------------|--------------------|--------|-------------|-----------|--------|-------------------|--------------------|
| Community Services   | 4                 | 41           | 42                 | 3                  | ✓      | 2           | 1         | ✓      | 0                 |                    |
| Corporate Services   | 33                | 59           | 51                 | 41                 | ✓      | 6           | 35        | ✗      | 0                 |                    |
| Council Property     | 47                | 50           | 46                 | 51                 | ✓      | 10          | 41        | ✗      | 0                 |                    |
| Customer Services    | 23                | 54           | 46                 | 31                 | ✓      | 1           | 30        | ✗      | 0                 |                    |
| Economic Growth      | 12                | 191          | 193                | 10                 | ✓      | 5           | 5         | ⚠      | 0                 |                    |
| Emergency Management | 10                | 53           | 15                 | 48                 | ✗      | 20          | 28        | ⚠      | 0                 |                    |
| Other Assets         | 13                | 10           | 9                  | 14                 | ✓      | 3           | 11        | ✗      | 0                 |                    |
| Public Space Assets  | 90                | 63           | 45                 | 95                 | ⚠      | 21          | 74        | ✗      | 13                |                    |
| Road Assets          | 99                | 66           | 60                 | 102                | ✓      | 24          | 78        | ✗      | 3                 |                    |
| Statutory Services   | 34                | 148          | 134                | 48                 | ✓      | 13          | 35        | ✗      | 0                 |                    |
| Waste Management     | 8                 | 15           | 20                 | 3                  | ✓      | 0           | 3         | ✗      | 0                 |                    |

#### Request Ageing



**Service Usage**





|              |           | Community Services | Corporate Services | Council Property | Customer Services | Economic Growth | Emergency Management | Other Assets | Public Space Assets | Road Assets | Statutory Services | Waste Management |
|--------------|-----------|--------------------|--------------------|------------------|-------------------|-----------------|----------------------|--------------|---------------------|-------------|--------------------|------------------|
| 2018         | August    |                    |                    |                  |                   |                 |                      | 1            | 2                   |             |                    |                  |
|              | September |                    | 1                  |                  |                   |                 |                      |              | 2                   | 3           |                    |                  |
|              | October   |                    |                    | 2                |                   |                 |                      |              | 1                   | 2           |                    |                  |
|              | November  |                    |                    | 3                |                   |                 |                      |              | 2                   | 3           | 1                  |                  |
|              | December  |                    | 1                  |                  |                   |                 | 1                    |              | 2                   | 2           |                    |                  |
| 2019         | January   |                    |                    |                  | 3                 |                 |                      |              | 2                   | 1           | 2                  |                  |
|              | February  |                    | 1                  | 1                |                   |                 |                      |              | 2                   | 2           |                    |                  |
|              | March     |                    | 1                  | 1                |                   |                 |                      |              | 6                   | 7           |                    |                  |
|              | April     |                    |                    |                  |                   |                 |                      |              | 6                   | 8           |                    |                  |
|              | May       |                    | 2                  |                  | 1                 |                 | 1                    | 2            | 10                  | 11          | 2                  |                  |
|              | June      |                    | 5                  | 1                | 2                 |                 | 1                    |              | 2                   | 8           |                    | 1                |
|              | July      |                    | 5                  | 3                | 3                 |                 | 1                    | 2            | 7                   | 5           |                    | 1                |
|              | August    |                    | 1                  | 3                | 5                 |                 | 1                    |              | 5                   | 9           | 1                  |                  |
|              | September |                    | 6                  | 13               | 3                 |                 | 5                    | 2            | 18                  | 5           | 9                  | 1                |
| 2019         | October   | 3                  | 18                 | 24               | 14                | 10              | 38                   | 7            | 41                  | 39          | 33                 |                  |
| <b>Total</b> |           | <b>3</b>           | <b>41</b>          | <b>51</b>        | <b>31</b>         | <b>10</b>       | <b>48</b>            | <b>14</b>    | <b>108</b>          | <b>105</b>  | <b>48</b>          | <b>3</b>         |

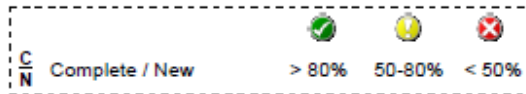


**Definitions**

|                   |   |
|-------------------|---|
| Service Area      | Grouping of services by area of responsibility  |
| Existing          | Requests open prior to reporting period   |
| New               | Requests made during reporting period   |
| Within Time       | Remaining Requests where defined deadline is after reporting period   |
| Pending Resources | Requests where additional resources are required to continue. This includes labour, materials, and financial resources. |

|           |   |
|-----------|---|
| Service   | Activities that provide value to the customer                                       |
| Remaining | Requests incomplete at end of reporting period                                      |
| Completed | Requests completed during reporting period  |
| Over Time | Remaining Requests where defined deadline is before the end of the reporting period |

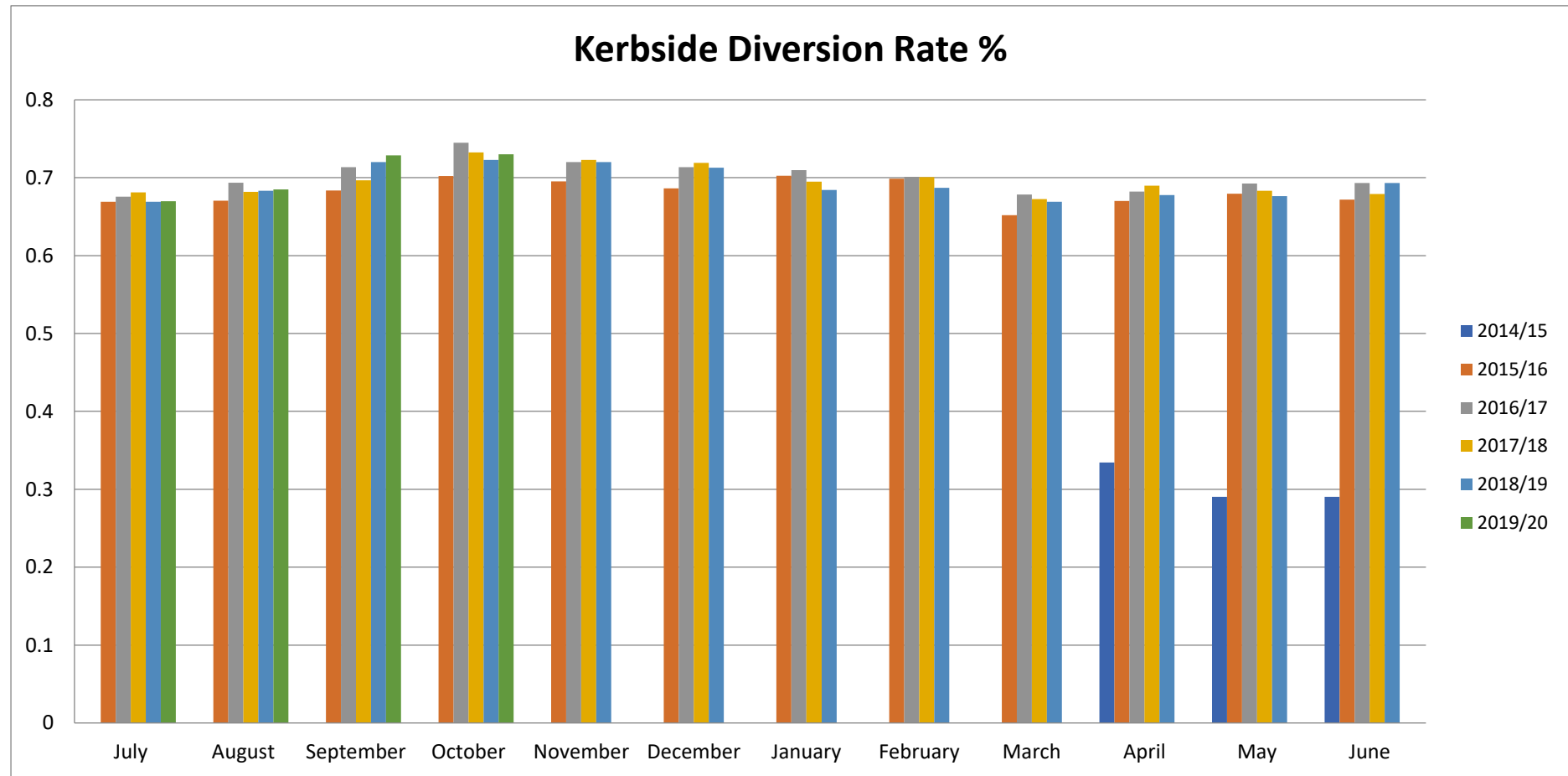
C  
N Complete / New  
 An indicator showing the ratio of Completed requests and New requests. Designed to represent how well we are keeping up with the demand for a service.

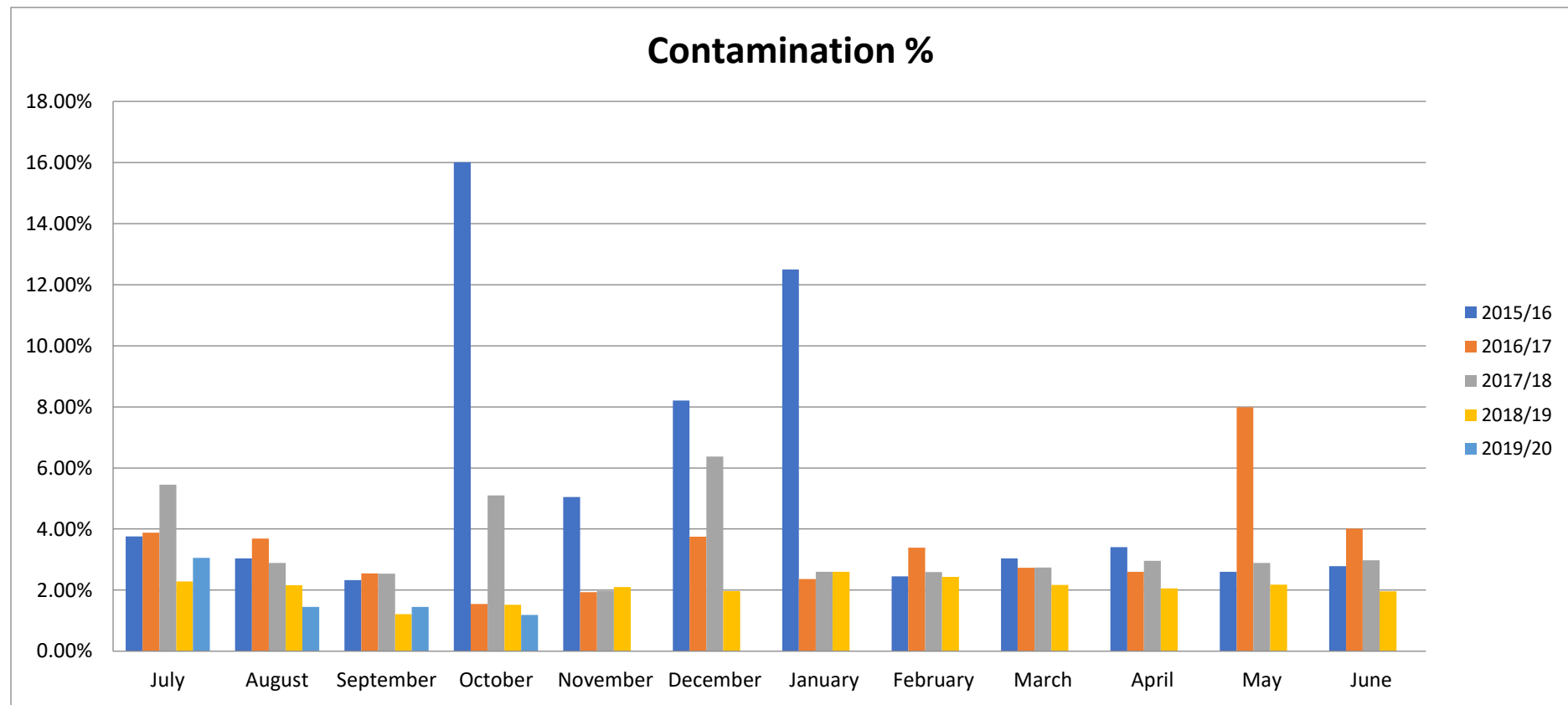


O  
R Overdue / Remaining  
 An indicator showing the ratio of Overdue requests and Remaining requests. Designed to represent how well we are keeping to the defined deadlines.

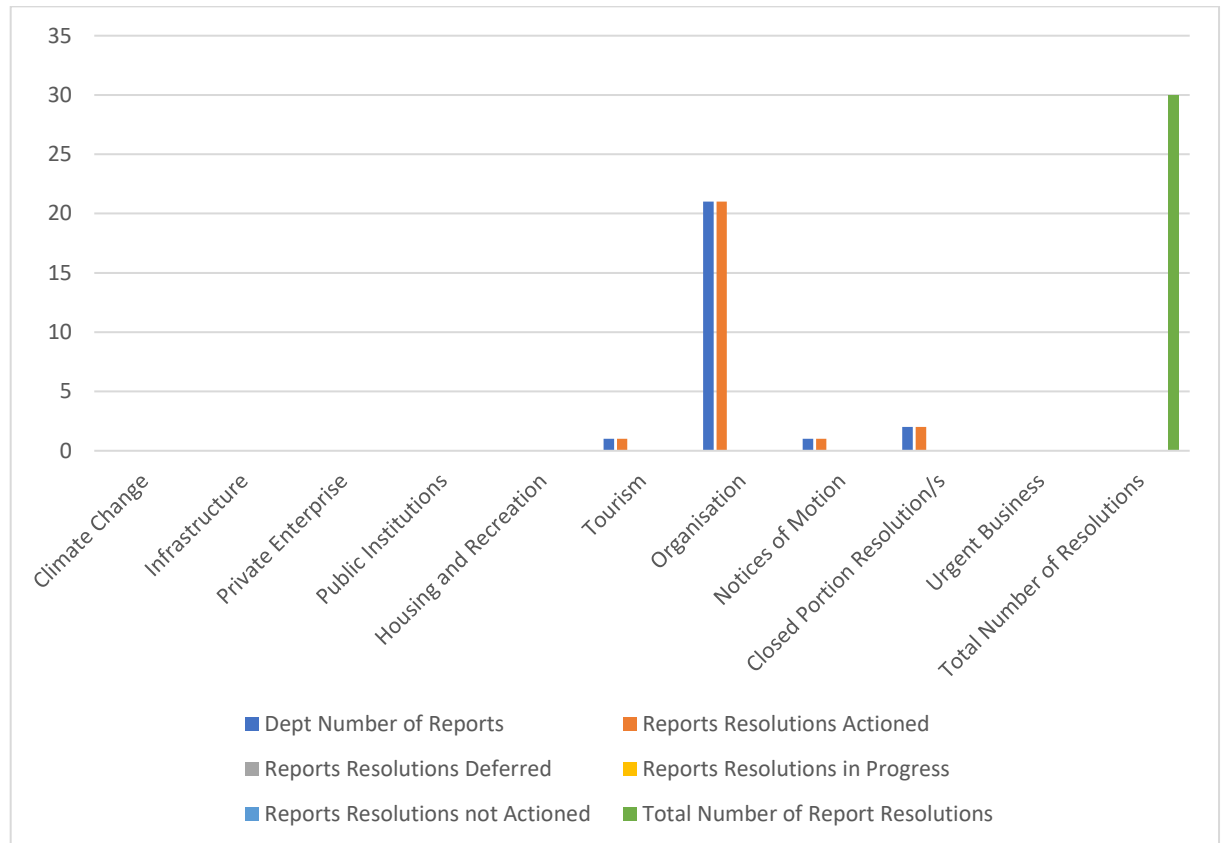








**ACTIONING OF COUNCIL REPORTS RESOLUTIONS**  
**COUNCIL MEETING – 15 OCTOBER 2019**



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

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

| <b>Council Meeting Date</b> | <b>Item No.</b> | <b>Description</b>  |
|-----------------------------|-----------------|---|
| 17/09/19                    | 9.7.7           | Consideration of Draft Strathbogie Shire Environment and Sustainable Development Advisory Committee Charter, July 2019<br><i>(Expressions of Interest for community representatives on Strathbogie Shire Environment and Sustainable Development Advisory Committee, and subsequent report to Council, yet to be completed)</i> |

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

| <b>Review of Policy / New Policy</b> | <b>Policy Name</b> | <b>Details</b> |
|--------------------------------------|--------------------|----------------|
| <i>Nil.</i>                          |                    |                |

## **RECORDS OF ASSEMBLIES OF COUNCILLORS**

### **For period 2 October to 5 November 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]*

### **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 8 October 2019

**Time:** 1.30 p.m. - 5.15 p.m.

#### **Attendees:**

##### Councillors

Amanda McClaren (*attended meetings at 2.25 p.m.*)

Debra Bower

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

##### Officer/s

Phil Howard (Acting Chief Executive Officer)

David Roff (Group Manager, Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

##### Apologies

Emma Kubeil (Acting Group Manager, Innovation and Performance)

*As the Mayor was absent at the commencement of the meeting (due to attendance at an 'Opportunities with Inland Rail - Information Session' held at Benalla), Cr Mason was nominated as Acting Chair for the period of her absence. There were no other nominees.*

#### 1. Councillors Discussions

##### Declarations of Interest

1. Closure of Railway Crossing at McDonalds Road, Wahring
2. Potential Land Purchase
3. Request for Placement of a Plaque
4. Arts and Culture Strategy
5. Nagambie Ageing Hub – Development of New Units



6. Goulburn Murray Community Leadership - Fairley Leadership Program
7. Review of October Planning Committee Agenda
8. Review of Draft October Ordinary Council Meeting Agenda
9. Councillors
10. Item/s for Discussion
  - 10.1 Minister for Local Government - Lobbyists in Local Government
  - 10.2 Victorian Local Governance Association (VLGA) - Motions for Constitutional Change
  - 10.3 Audio Amplification in the Council Chamber (Conference Room)
  - 10.4 Breast Check 2019 Committee - request for Council support of "Simultaneous Breast Check World Record Attempt 2019"
  - 10.5 Creative Victoria Funding Application
  - 10.6 MAV Procurement usage
  - 10.7 Euroa Show - having Council's marquee / tent ~ sponsorship of tickets
  - 10.8 Inland Rail Session at Benalla ~ Funding Opportunity
  - 10.9 Drought Funding Workshops

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 15 October 2019

**Time:** 12.00 noon - 9.11 p.m.

### **Attendees:**

#### Councillors

Amanda McClaren

Debra Bower

Malcolm Little

John Mason

Kate Stothers

Alistair Thomson

Graeme (Mick) Williams

#### Officer/s

Phil Howard (Acting Chief Executive Officer)

David Roff (Group Manager, Corporate and Community)

Jeff Saker (Group Manager, Community Assets)

Emma Kubeil (Acting Group Manager, Innovation and Performance)

#### Apologies

Nil.

1. Councillors
2. Citizenship Ceremonies x 12

#### Declarations of Interest

*The Mayor declared she would have a Conflict of Interest in Item 4 (Item 12 / C.P. 1) and would be leaving the meeting at (and for) the applicable time*

*The Acting Group Manager, Planning and Innovation declared she would have a perceived Conflict of Interest in Item 3 (Item 6.1) and would be leaving the meeting at (and for) the applicable time*

3. Planning Agenda Review / Planning Matters

#### 2.10 p.m.

*The AGMPI declared her interest and left the meeting*

#### 2.20 p.m.

*The AGMPI returned to the meeting.*

4. October Ordinary Council Meeting Agenda Review

#### 2.40 p.m.

*The Mayor declared her interest and left the meeting.*

*Cr Mason was nominated as Acting Chair for the period of absence of the Mayor. There were no further nominations.*

#### 2.41 p.m.

*The Mayor returned to the meeting*

5. Kerbside Collection Services Policy Update
6. Planning Committee Meeting
7. Proposed Lifestyle Village - Nagambie
8. Community Drought Extension Projects
9. Item/s for Discussions
  - 9.1 Councillors Attendances at Remembrance Day Services ~ Monday 11 November 2019
  - 9.2 Senate Rural and Regional Affairs and Transport References Committee - Inquiry into the management of the Inland Rail project by the Australian Rail Track Corporation and the Commonwealth Government
  - 9.3 Avenel Primary School - invitation to attend Annual Fete and Clearing Sale / provision of and manning of a display (Sunday 10 November 2019)
  - 9.4 Violet Town Bush Nursing Centre - invitation to attend Annual General Meeting (Monday 11 November 2019)
  - 9.5 Skydive Nagambie - letter of support
  - 9.6 Plant Committee Option
  - 9.7 Grader Tender
10. October Ordinary Council Meeting

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

| Matter No.                        | Names of Councillor/s who disclosed interest | Did the Councillor/s leave the meeting? |
|-----------------------------------|--|---|
| Items 4 and 10 (Item 12 / C.P. 1) | Cr McClaren                                  | Yes                                     |

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

| Matter No. | Names of Officer/s who disclosed interest        | Did the Officer/s leave the meeting? |
|------------|--|--------------------------------------|
| Item 3     | Acting Group Manager, Innovation and Performance | Yes                                  |

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

**Record of Minutes of Meetings received in the October / November 2019 Period**

| <b>Name of Special Committee</b> | <b>Date of Meeting</b> |
|----------------------------------|------------------------|
| <i>Nil received</i>              |                        |

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

..... p.m.

**CRS** ..... -

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

- **Ground(s) under section 89(2):**

89(2)(a) *Personnel Matters*

C.P. 1 Appointment of the Chief Executive Officer for the Strathbogie Shire Council

89(2)d) *Contractual Matters*

C.P. 2 Contract No. 19-20-00 ~ Evaluation Report  
- 2019-20 Resealing Program – Local Roads

C.P. 3 Contract No. 19-20-01 ~ Evaluation Report  
- 2019-20 Road Pavement Rehabilitation Program

..... p.m.

**CRS** ..... -

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

- 13. CONFIRMATION OF ‘CLOSED PORTION’ DECISION/S

***Closed Portion Decision/s*** -

**RECOMMENDATION**

**CRS** ..... -

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

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