



STRATHBOGRIE SHIRE COUNCIL

Notice is hereby given that the Ordinary Meeting of the Strathbogrie Shire Council will be held on Tuesday 18 February 2020 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

Chair:	Amanda McClaren (Mayor)	(Lake Nagambie Ward)
Councillors:	Robert Gardner	(Lake Nagambie Ward)
	Malcolm Little	(Hughes Creek Ward)
	John Mason	(Seven Creeks Ward)
	Alistair Thomson	(Mount Wombat Ward)
	Graeme Williams, OAM	(Seven Creeks Ward)
Officers:	Julie Salomon	Chief Executive Officer (CEO)
	Phil Howard	Director, Innovation and Performance (DIP)
	David Roff	Group Manager, Corporate and Community (GMCC)

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 17 December 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 17 December 2019

Council Ref: TM: 42 / 2019

1. Has the Shire of Strathbogie made application for drought relief, has it been declared. The allocation of \$1million dollars has been applied for. To what areas is it to be used for. The Local Government Act 171A, which allows Council to waive Council's rates through financial hardship.

Responses provided by GMCC

Council has been allocated funding of \$2,000,000 in two stages with the Shire having been identified as drought affected. This funding is designed to promote local economic activity through expenditure.

In regard to the initial \$1,000,000 Council has identified:

- Water infrastructure (tanks, bores) at selected sites
- Improvements to Nagambie Regatta Centre Events precinct
- Tracks and Trails improvements
- Footpath construction
- Public hall improvements

Discussion is underway in relation to projects in Stage 2

Council staff are happy to discuss rating issues with ratepayers at any time

2. Fire hazards. Does the Shire meet their requirements of the land and properties they control. If not, why not. What fire plans does the Shire have 2019-2020 year

Responses provided by GMCA

Council mitigates fire risk of the land and properties it has responsibility for.

Council develops fire plans with the Municipal Fire Management Committee and will be reviewing them following the current fire season.

Council Ref: SS: 43 / 2019

1. Who is Council's current communications officer? Several good news stories have gone unreported. This seems a shame.

Response/s provided by DIP

Our current Senior Communications Officer has recently resigned to take-up a more senior position in Melbourne as part of her career advancement. We wish her well. This position was also support by Council's Policy Research and Councillor Support Officer. This department regularly submits press releases to the local media organisations (and if relevant, national outlets) which may or may not be taken up by that media outlet. These communiques can be related to good news stores, Council announcements, responses to issues etc, and Council endeavours to ensure we do pro-actively promote "good news" stories with the limited resources we have in this area.

8. Public Question Time (cont.)

Council Ref: SS: 43 / 2019 (cont.)

Notwithstanding this, we appreciate your feedback and will strive to increase our pro-active media releases around positive stories and activities of Council and the community.

2. There seems to be no backup - is this correct?

Response/s provided by DIP

Council has secured the services of a very experienced communications consultant who will fulfil the duties of the Senior Communications Officer, supported by the Policy Research and Councillor Support Officer. Our new Chief Executive Officer, Julie Salomon, will review the current communications structure upon her commencement to ensure it meets the expectation of the Council and community.

Council Ref: MM: 44 / 2019

1. Rates dept.

Why is the rates department still not fixing mistakes that had been brought to the attention of the previous ceo and finance lady in a meeting.

2. Defamation of ratepayers.

Is the council aware of legal ramifications of defamation of personal details being disclosed incorrectly.

Especially executive staff signing documents that are not correct.

NB: The submitter has yet to provide further details/clarification of the matters raised to enable a relevant response to be provided, as has been requested.

Response/s to Public Questions raised and responded to at the Ordinary Council meeting held on Tuesday 17 December.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

Julie Salomon
CHIEF EXECUTIVE OFFICER

14 February 2020

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 March 2020, at the Euroa Community Conference Centre, commencing at 6.00 p.m.



Council Ref. / 2020

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 initials 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.

REPORTS INDEX

		Page No.
9.	REPORTS	
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	
9.7.1	Strathbogie Shire Council Election 2020	1
9.7.2	2017-2021 Shire of Strathbogie Council Plan (2019 Review) - Second Quarter Report ~ 1 October to 31 December 2019	4
9.7.3	Community Grants Program Guidelines 2020-2021	37
9.7.4	Longwood Football/Netball Club - Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival	52
9.7.5	Strathbogie Community Engagement Day – 8 March 2020 - Request for Sponsorship	62
9.7.6	The Euroa Cup Committee - Request for Sponsorship for the 2020 Euroa Cup	72
9.7.7	GoFish Nagambie 3 - 5 April 2020 - Request for Sponsorship	74
9.7.8	Strathbogie Shire Council Audit Committee - Draft Minutes of the Meeting held on Friday 20 December 2019	82
9.7.9	Tender for Longwood-Ruffy Road Safety Upgrade: Contract No. 19-20-06	101
9.7.10	Tender for Construction of Mullers Road: Contract No. 19-20-07	105
9.7.11	Tender for Upton Road Safety Upgrade: Contract No. 19-20-08	109
9.7.12	Tender for 2019/20 Upgrade of the Intersection at Shelton-Watson Street, Avenel: Contract No. 19-20-12	113
9.7.13	Project Management Framework	117
9.7.14	Mid-Year Budget Review 2019/20	120
9.7.15	Councillor Representation on Committees	127
9.7.16	Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to VICSES	129
9.7.17	Post-traumatic Stress Wellness Centre Feasibility Study	137
9.7.18	Business Management System	140
10.	NOTICES OF MOTION	166

11.	URGENT BUSINESS	168
12.	CLOSURE OF MEETING TO THE PUBLIC	168
13.	CONFIRMATION OF 'CLOSED PORTION' DECISION/S	168

9.7	Organisation Reports Index	
9.7.1	Strathbogie Shire Council Election 2020	1
9.7.2	2017-2021 Shire of Strathbogie Council Plan (2019 Review) - Second Quarter Report ~ 1 October to 31 December 2019	4
9.7.3	Community Grants Program Guidelines 2020-2021	37
9.7.4	Longwood Football/Netball Club - Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival	52
9.7.5	Strathbogie Community Engagement Day – 8 March 2020 - Request for Sponsorship	62
9.7.6	The Euroa Cup Committee - Request for Sponsorship for the 2020 Euroa Cup	72
9.7.7	GoFish Nagambie 3 - 5 April 2020 - Request for Sponsorship	74
9.7.8	Strathbogie Shire Council Audit Committee - Draft Minutes of the Meeting held on Friday 20 December 2019	82
9.7.9	Tender for Longwood-Ruffy Road Safety Upgrade: Contract No. 19-20-06	101
9.7.10	Tender for Construction of Mullers Road: Contract No. 19-20-07	105
9.7.11	Tender for Upton Road Safety Upgrade: Contract No. 19-20-08	109
9.7.12	Tender for 2019/20 Upgrade of the Intersection at Shelton-Watson Street, Avenel: Contract No. 19-20-12	113
9.7.13	Project Management Framework	117
9.7.14	Mid-Year Budget Review 2019/20	120
9.7.15	Councillor Representation on Committees	127
9.7.16	Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to VICSES	129
9.7.17	Post-traumatic Stress Wellness Centre Feasibility Study	137
9.7.18	Business Management System	140

9. REPORTS

9.7 ORGANISATION

9.7.1 Strathbogie Shire Council Election 2020

Author & Department

Group Manager, Corporate and Community / Corporate and Community Department

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

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

Summary

This report outlines the process and timelines of the process to elect seven Councillors for Strathbogie Shire in October 2020.

RECOMMENDATION

That Council note the report.

Background

Councillors are typically elected for a four year term and, whilst this Council has had a countback for a vacancy in the Lake Nagambie Ward in January 2020, and will have a By-election to fill a vacancy in the Honeysuckle Creek Ward in March 2020, an election for the full Council is required to be in October this year.

The Victorian Election Commission (VEC) conduct the election on Council's behalf and invoice Council for the cost.

The VEC has provided a detailed plan for the election which includes the following elements:

- Election Service management
- Voters' Roll production
- Advertising and Communication campaign
- Election office and staff
- Candidate Information
- Ballot Material
- Voting processes including counting
- Declaration of the result
- Compulsory voting enforcement

9.7.1 Strathbogie Shire Council Election 2020 (cont.)

Key timelines that apply to this election are:

- 2 March to 30 April – period for receiving preliminary voters roll data from Council
- During April – finalise election service agreement
- April to June – action on VEC feedback on electoral roll
- Monday 13 July – date for provision of primary council enrolment data
- Friday 28 August – Entitlement date, with close of roll at 4.00 pm
- Wednesday 16 September – election offices open to the public
- Thursday 17 September – certification of voters' roll and opening of nomination period
- Tuesday 22 September – close of nominations at 12 noon with ballot draws to determine ballot paper orders
- Wednesday 23 September – opening of special circumstances voting, deadline for personal statements and photographs by candidates, deadline for lodgement of candidate questionnaires
- Friday 23 October – close of voting at 6.00 pm
- Saturday 24 October – extraction and counting activities commences
- Friday 30 October – postal vote period closes
- Sunday 25 October to Friday 6 November – counting and declarations
- Early 2021 – non-voter follow up commences

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action and the process is consistent with that of recent elections.

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 VEC have provided an estimated cost of \$116,969 for conduct of the election and \$10,396 for follow up on non-voting. Council receives the proceeds of any infringements for non-voting, which in the case of the 2016 election totalled some \$26,000.

Costs in relation to the 2016 election were \$106,768 and the VEC have indicated additional costs primarily in relation to staff, advertising and postage.

9.7.1 Strathbogie Shire Council Election 2020 (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 there are no significant environmental implications.

Community Implications

Local Government Elections are held to enable the community to democratically elect people from the local community who will represent their views. The author of this report considers that the recommendation has positive community and social implications for Council and the broader community by promoting, preserving and strengthening local democracy.

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 VEC and Council will run extensive consultation and engagement as part of the process.

**9.7.2 2017-2021 Shire of Strathbogie Council Plan (2019 Review)
- Second Quarter Report ~ 1 October to 31 December 2019**

Author & Department

Chief Executive Office / Executive Services Directorate

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

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

Summary

The 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council meeting held on Tuesday 27 June 2017. The 2019 review of the 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council Meeting held on Tuesday 25 June 2019.

The 2019 Review of the 2017-2021 Shire of Strathbogie Council Plan has, in summary:

Eighty-seven (87) Actions, comprising -

- > *Goal 1 - To enhance community health and wellbeing*
 - *Plan to improve community health wellbeing and liveability ~ 11 Actions*
 - *Engage and participate with the community in Council / Community initiatives ~ 3 Actions*
 - *Enhance Community resilience, including supporting and increasing the participation of volunteers ~ 6 Actions*
 - *Support and drive community, arts and cultural events ~ 2 Actions*

- > *Goal 2 - To sustainably manage our natural and built environment*
 - *To promote and support sustainable environmental initiatives ~ 8 Actions*
 - *Mitigate and adapt to a changing climate ~ 5 Actions*
 - *Protect and enhance our natural environmental assets ~ 3 Actions*
 - *Protect and enhance our built environment ~ 2 Actions*
 - *Provide efficient and effective waste management programs ~ 2 Actions*

- > *Goal 3 - To provide quality infrastructure*
 - *Provide best practice management of all assets including roads, bridges and facilities ~ 4 Actions*
 - *Provide passive and active recreational facilities ~ 9 Actions*

- > *Goal 4 - To support and deliver economic development*
 - *Promote and support local business and produce ~ 3 Actions*
 - *Support tourism and business development ~ 7 Actions*
 - *Prove innovative and sustainable land use planning ~ 5 Actions*
 - *Attract new residents ~ 2 Actions*
 - *Grow investment and employment opportunities ~ 1 Action*

9.7.2 2017-2021 Shire of Strathbogrie Council Plan (2019 Review)
- Second Quarter Report ~ 1 October to 31 December 2019 (cont.)

- > *Goal 5 - To be a high performing Shire*
- *To proactively develop and deliver quality services that achieve high customer satisfaction ~ 1 Action*
 - *Continue to focus on operational efficiencies ~ 6 Actions*
 - *Continue to create a secure investment environment through sound financial management ~ 2 Actions*
 - *To be equitable and fair in all decision making processes ~ 2 Actions*
 - *To communicate and engage effectively with our community and key stakeholders ~ 3 Actions*

Of these Actions -

- 46 Actions are listed for completion in 2019/2020
- 41 Actions are spread over the remaining two terms of the Council Plan (2019-2021), with completion by June 2021

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

RECOMMENDATION

That the report be noted.

Background

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

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

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

This report is for the second quarter (October to December 2019) following the 2019 review of the 2017-2021 Council Plan.

9.7.2 2017-2021 Shire of Strathbogie Council Plan (2019 Review)
- Second Quarter Report ~ 1 October to 31 December 2019 (cont.)

Alternative Options

Officers providing advice in relation to this report have considered potential alternative courses of action. No feasible alternatives have been identified.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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




Attachments

- Strathbogie Shire Council Plan Progress Report for the October to December 2019 quarter.



COUNCIL PLAN PROGRESS REPORT

Status Indicators Key:

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

Created: 6 February 2020

YEAR: 2019-2020


GOAL: 1 To enhance community health and wellbeing

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


ACTION: 1.1.01 Work with Strathbogie Health and Community Services Consortium to deliver relevant projects

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	20%		No current joint projects. Working with Nagambie Health on their master plan and expansion project.


ACTION: 1.1.02 Work with Euroa Health in the development of a Wellness Centre

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2020	25%		Euroa Health has sent correspondence to the Working Group (via Council) which outlines conditions regarding their assets and the proposed project. The Working Group will meet in the new year (January or February 2020) to discuss the viability of the project and use of the feasibility funding (from the Federal Government) based on Euroa Health's correspondence.


ACTION: 1.1.03 Deliver initiatives which will support the prevention of family violence including achievement of accreditation as a workplace under the White Ribbon Australia Workplace Accreditation Program

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2020	50%		<p>This action needs to be changed as we are not doing White Ribbon Accreditation and as such this should be removed. Instead this part could be replaced with "undertake self assessment under Workplace Equality and Respect Standards"</p> <p>Free from Violence Project has been completed and final evaluation report submitted.</p> <p>The following key actions have been undertaken this quarter for this project :</p> <ul style="list-style-type: none"> - Project working group meetings - Implementation Plan developed to continue the work into the future - Gender Equity Policy endorsed by Council - Continued attendance at Free From Violence Community of Practice - Continued to disseminate message to all staff through staff meetings and one on one discussions - Partnered with Women's Health Goulburn North East to develop the Gender Equality in Regional Arts, Festivals and Event Planning blueprint/Toolkit - Purchased a number of books focusing on Gender Equity and Prevention of Violence against Women as the beginning of a resource base for all employees to access. - 20/21 budget bid put in for an allocation to continue to deliver action in the area of gender equality and Prevention of Violence <p>Implemented 16 days of Activism (25th November to 10 December 2019)</p> <p>Received advice that White Ribbon had been dissolved which resulted in us rebranding our core flute signs and flags accordingly</p> <p>New flags flown and core flute signage at the four main town entrances.</p> <p>Social media posts written and scheduled throughout the 16 days using information and graphics provided</p> <p>Email signature changed during 16 days to reinforce the message of Prevention of Violence</p>


ACTION: 1.1.04 Complete the expansion of the Avenel Pre-School and Maternal and Child Health project

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	100%		Project completed.

ACTION: 1.1.05 Continue to review and implement priorities from the Walking Tracks and Trails Strategy and the Footpath Strategy (including but not limited to the Apex WalkingTrack Euroa)

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	70%		The Tracks and Trails Advisory Group have reconvened under the new structure and are making progress with the 11 priority Tracks and Trails as originally identified. It is expected that 6 of these will be nearing completion by the beginning of 2020. As of January 2020, 10 of the 13 priority tracks and trails have now been mapped and a list of required works has been scoped. A list of priorities to be implemented under the drought funding program has been drawn up, with a consultant being employed to assist with this delivery.

ACTION: 1.1.06 Implement the 2017-2021 Liveability Plan 12 month Action Plans

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	70%		The five priority areas that currently guide our health and wellbeing actions are: <ul style="list-style-type: none"> • Stronger Together • Respectful Relationships • Healthy Lifestyle • Rural Environment • Health Systems Year 2 Annual Action Plan has been reviewed. Plans are underway to develop next 12mth Action Plan for year 3, however due to reduced resources this has been delayed. The planning cycle for the next Municipal Public Health and Wellbeing Plan (Liveability Plan) has begun and an initial meeting with the Goulburn Area - Local Government Health Planners collaborative occurred on 25th November. This looked at review of the terms of reference, the mapping of priorities for Goulburn Area. DEWLP initiatives, Liveability audits, incorporating into Council plans and general planning/discussions for the process moving forward. Climate Change is a new priority for the next plan. This planning will align with the timing of the next Council plan. MCH Program had some significant changes with the facility upgrade at Euroa MCH completed and officially opening occurred on the 30th Oct 2019. Additionally, the completion of the Avenel Preschool expansion and the relocation of the MCH program to this new co-located facility. Official opening by the Minister occurred on 10th Oct 2019.

ACTION: 1.1.07 Improve recreation spaces within the Shire using the Play and Recreation Framework as a reference document

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	35%		Framework endorsed by Council 15 October 2019 .Engagement conducted in Nagambie and funding application submitted 19 December I.Work commenced on consultation for Violet Town.Further work to occur on prioritising balance of Shire in 2020

ACTION: 1.1.08 Work with the community to implement provision of dogs off leash areas

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	80%		Negotiations continue with the Euroa Agricultural Society Inc regarding locating the Dogs Off Leash area adjacent to the Euroa Showgrounds.

ACTION: 1.1.09 Promote responsible pet ownership through the implementation of Council's Domestic Animal Management Plan 2017-21

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Building Health and Compliance Services	30-Jun-2021	50%		Implementation of DAMP is ongoing throughout the year however targeted messaging around responsible pet ownership to be undertaken in March/April to coincide with registration renewals

ACTION: 1.1.10 Review Council's Community Local Law - to reflect contemporary issues


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2020	20%		Funding in 2019/20 Budget for review . Council endorsed process at December 2019 meeting.including make up of Working Group

ACTION: 1.1.11 In conjunction with Nagambie Health progress Nagambie Healthy Ageing Hub concept and seek funding for delivery


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	15%		Nagambie Health about to commence allied health service provision on site. Council briefed on project 8/10/19. Discussions occurring Nagambie Health Council and Senior Citizens . Awaiting report on consultation

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

ACTION: 1.2.01 Continue to support local community planning processes across the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	80%		2019- 2020 Community Planning program is progressing - Acquittals for the program will be due 30th June 2020. Provision of support continues to be provided as required/requested. Due to the resignation of a staff member back in Oct 2019 this position is presently vacant.

ACTION: 1.2.02 Seek to implement priority projects from Community Action Group Plans


Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	15%		All Community Planning Reference Groups have completed their Community Action Plans now and these are all available on the website. 2019 -2020 Allocations have been distributed to the Community Planning Reference Groups apart from Nagambie who are still to complete their terms and conditions to trigger the payment process. Groups should be implementing projects aligned with their plans and acquittals will be due by June 30th 2020

ACTION: 1.2.03 Progress Youth Hub for Nagambie

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2020	%		<p>The internal fit out of the Nagambie Youth Hub is basically completed. Range hood has been installed TV received – awaiting installation Awaiting modem installation for wifi capabilities. Still waiting for the fully accessible toilet pod is still to be installed, but has been inspected by building inspector and should occur within the next month. In process of planning for double garage to be built to store youth trailer and a vehicle.</p> <p>The youth staff have engaged significantly with Nagambie youth to ascertain their ideas and feedback on the proposed development of the area surrounding the Youth Hub. The results of this engagement has provided the basis for the design of this space to be completed and a grant application has been submitted. Council has included funds in the budget for this project.</p> <p>Projects and events to occur at the Nagambie Youth Hub early in 2020 have been scheduled.</p>

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


ACTION: 1.3.01 Work with registered indigenous representative groups to support settlement agreements

Position(s)	Target Date	% Complete	Status	Comments
Acting Group Manager Innovation & Performance	30-Jun-2020	%		<p>Current discussions in relation to work which is currently occurring and what Council's role is moving forward. This will be initiated by AAV and therefore is on-going by Council</p>

ACTION: 1.3.02 Work with State Government to seek funding from Transport For Victoria for audit of transport services within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Executive HR Business Partner	30-Jun-2020	15%		Further investigation required to understand funding options for our Shire

ACTION: 1.3.03 Recognise and profile the importance of volunteers in our local community

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		<p>Training is being organised to take place in November 2018 for the Visitor Information Centre Volunteers in Nagambie prior to the new VIC opening. This will also be rolled out to the VIC volunteers in Euroa. The VIC will also be recognised with a Strathbogie Shire branded vest and shirt.</p> <p>VIC volunteers are invited to participate in 'famils' of our region and other areas in the GRVT at no cost to themselves. There is also an annual yearly summit that takes place in recognition of their services.</p> <p>Further recognition opportunities are also being investigated for other volunteers (ie. Euroa Cinema).</p> <p>No further development of this action to date.</p> <p>This is a ongoing process and something that will never reach a final completion date. No further specific initiatives have been identified at this time.</p>


ACTION: 1.3.04 Investigate provision of emergency power at relief centres within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2020	30%		Investigations continue.

ACTION: 1.3.05 Continue consultation with Fire Brigade Captains to explore Fire Management Planning and CFA Best Practice


Position(s)	Target Date	% Complete	Status	Comments
Manager Operations		50%		Consultations are progressing.

ACTION: 1.3.06 Implement revised Community Grants program


Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2020	65%		<p>2018/19 Acquittals Only one grant from this Round in the Arts and Culture category remains outstanding. Violet Town RSL project has still not been completed, have been in contact with them. They will be submitting a request for variation due to some exceptional circumstances.</p> <p>2019 -2020 program All funding has been allocated and projects will be underway. Acquittals will be due by 30th June 2020 or prior if they wish to be eligible to apply for the 2020/2021 Community Grants program.</p> <p>Arts and Culture - 5 projects Environment & Sustainability - 1 project Facilities and Infrastructure - 14 projects - one has already completed and submitted their acquittal</p> <p>2019/20 Seniors Citizens Grants All senior Citizens Annual Grant allocations have been processed Acquittals to be received.</p> <p>2019/20 Seniors Festival Funding 2 out of 5 submissions received; Euroa Third Age Club Inc. and Longwood Senior Citizens. Nagambie Senior Citizens, Avenel Senior Citizens, Violet Town Senior Citizens groups did not submit applications for the 2019 -2020 year.</p> <p>Children's Week 2 out of 4 Preschools applied for funds to celebrate Childrens Week in 2019; Euroa and Violet Town.</p> <p>Seniors event occurred on Sunday 13th October The free event was held at the Euroa Community Cinema courtesy of Strathbogie Shire Council as part of Seniors Festival throughout the month of October. Attendees enjoyed a tribute of Melba's life and career with musical interludes by Soprano Helen Koehne, tenor Raymond Khong and baritone Jamie Moffat and this was pre-luded with a performance from local group Strathbogie Singers. An exhibition of rare memorabilia was displayed, this included letters, photographs, posters, programs and stage props relating to Melba's great career. An intermission was held after the Strathbogie Singers prior to the main event and afternoon tea was offered at this time. 180 people were in attendance and much positive feedback was received both at the event and</p>

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

ACTION: 1.4.01 Develop and implement equitable Shire wide youth programs that focus on cultural activities, training and development, pathways to employment and civic participation

Position(s)	Target Date	% Complete	Status	Comments
Manager Community Wellbeing	30-Jun-2021	80%		<p>Youth Survey has been completed and summary of information received is currently being collated.</p> <p>Strathbogie Youth Engagement Network meetings which are chaired by the Goulburn Murray Local Learning Employment Network. Strathbogie provides the venue for this meetings. 20+ youth service providers attend these meetings - occurs quarterly at a minimum.</p> <p>Various youth projects and programs delivered under the FReeZA and ENGAGE programs as follows:</p> <ul style="list-style-type: none"> • Videography/photography workshop • Walk To School • Blue Skies Youth Music Event (Freeza) • The PUSH All Ages Tour • Show & Shine Event - provision of free inflatables and skate park competition • Go Tafe School to Work short courses • The Youth Pop-Up Trailer completed and now able to be used to support youth events across the Shire • Pool Party Series We had a Pool Party at each of the four Pools in the Shire, Nagambie, Avenel, Violet Town and Euroa. <p>The pools were opened to the community - free entry, we provided live music, free BBQ, table tennis, inflatable's and pool toys.</p> <p>Live music was a DJ, Le Grande Fromage, he used our DJ mixing desk inside the pop-up trailer and we provided opportunity for local band Splinter Kiss to play at each of the events.</p> <p>Attendance as follows: Nagambie – 85 Avenel – 161 Violet Town – 91 Euroa – 182</p> <ul style="list-style-type: none"> • EVOLVE Backyard Blitz – • EVOLVE Christmas Break-up <p>Both Youth Staff undertook the outh Mental Health First Aid Course thsi is a pre-requisite to the Teen Mental Health First Aid Instructor Training which will allow the youth staff to deliver Teen Mental Health first training to young people in the community.</p>

ACTION: 1.4.02 Complete and prioritise actions from Arts and Culture Strategy including art work on Nagambie Water Tower

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	80%		<p>Plan to present the Draft strategy to Council in the October 2019 Ordinary Meeting. This will then be presented to the Community for review and comment for a 30 day period, with the view that the final strategy and associated Action Plan will be adopted by the December 2019 Ordinary Meeting.</p> <p>Currently also working on an EOI application to Creative Victoria for the Regional Coworking Spaces and Creative Places program (new pilot program from Creative Victoria) to apply for funding for a feasibility study project into developing a Creative Hub in Strathbogie Shire.</p> <p>The 2019 - 2023 Arts & Culture strategy and associated 12 Month Action Plan has been completed and was adopted at the Ordinary Council Meeting on 17/11/19. Currently in the process of prioritising the actions in the 12 Month Action plan and identifying what stage these actions are at.</p> <p>A working group has been set up as a result of meetings undertaken the Tourism, Arts and Culture Advisory Group to drive the Nagambie Water Tower project. Appropriate funding is also being investigated for this project as the amount allocated in the budget has been identified as most likely being insufficient.</p>


GOAL: 2 To sustainably manage our natural and built environment

STRATEGY: 2.1 Promote and support sustainable environmental initiatives


ACTION: 2.1.01 Continue to support Landcare groups and Catchment Management networks to target weed and pest animal management on roadsides

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	50%		State Government funding confirmed. Programs continue to be discussed with relevant groups.


ACTION: 2.1.02 Pursue 'Zero' waste events across the Shire through use of Shire Event Policy and Approvals process

Position(s)	Target Date	% Complete	Status	Comments
Waste Management Officer	30-Jun-2020	10%		<p>Q2 - Staff will engaged with event holders to understand their willingness to undertake actions that would minimise the amount of waste their events generate. Staff have also completed a review of similar policies from other Councils to inform the drafting of our own. A policy is currently being drafted to be presented to Council and once this has been adopted staff will begin finalising a procedure to help event organisers to minimise the amount of waste they generate.</p> <p>Q3 - A trial in December at the Avenel Twilight Christmas market of Organics bins was successful. Further trials at other markets are scheduled from Q3 and Q4 2019/20.</p>


ACTION: 2.1.03 Support sustainable energy initiatives in the Strathbogie Shire in conjunction with the Sustainable Development Reference Group

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	50%		This initiative is included in the SS2030 Strategy as an ongoing action. Involved with the ongoing Local Government Renewable Power Purchase Agreement with 38 other Victorian Councils to purchase Council energy from renewable sources. Councils Corporate Greenhouse Program has commenced installation with 50kW of solar, de-lamping, LED lighting and voltage optimisers on pool pumps being installed on Council facilities. This will reduce greenhouse emissions by 141.4tCO ₂ -e, and save approx. \$32,324 per annum. Another round of facilities will be completed before December. Leading the Carbon Crunching Councils project with Benalla, Murrindindi and Towong Shires to implement a shared carbon inventory, bill checking and payment service for utilities.

ACTION: 2.1.04 Support a community clean up targeting Lake Nagambie and surrounds

Position(s)	Target Date	% Complete	Status	Comments
Waste Management Officer	30-Jun-2020	%		<p>Q2 - Clean up Australia Day is scheduled for 1 March 2020. In the lead up to this date staff will work with Community groups in Nagambie to promote CUAD 2020. A review of street litter bins focussing on Nagambie will also be undertaken to minimise litter that may end up in the waterways.</p> <p>Q3 - Clean up Australia Day is scheduled for 1 March 2020. In the lead up to this date staff will work with Community groups in Nagambie to promote CUAD 2020. A review of street litter bins is currently being undertaken focussing on Nagambie to minimise litter that may end up in the waterways.</p>


ACTION: 2.1.05 As part of Municipal Strategic Statement and Planning Scheme review, explore opportunities for native vegetation protection overlays on roadsides

Position(s)	Target Date	% Complete	Status	Comments
Acting Manager Planning & Investment	30-Jun-2020	100%		<p>Investigations for the best way to manage and protect native vegetation on roadsides was undertaken. Clause 52.17, Native Vegetation, provides state wide protection for native vegetation both within roadsides and on private land. Applying a separate overlay was considered, however, overlays should only be utilised when the existing controls in the Planning Scheme do not provide enough protection. As roadsides are either managed by Council, DELWP or VicRoads, and all are government bodies, the provisions in relation to vegetation removal under Clause 52.17 require that a planning permit is generally required and an overlay would not provide additional protections.</p>


ACTION: 2.1.06 Continue to support the Goulburn Broken Greenhouse Alliance

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	50%		Support for Goulburn Broken Greenhouse Alliance continues with membership renewed.

ACTION: 2.1.07 Initiate a Community-Council working group which will frame the overarching objectives and charter for a Sub-Committee for the Transition of the Strathbogie Forest to alternative uses


Position(s)	Target Date	% Complete	Status	Comments
Team Leader Climate Change & Environment	30-Jun-2020	100%		A working group has been formed to oversee the framing and new charter for a sub-committee that will work on the Transition of the Strathbogie Forest to alternative uses. It comprises of two councillors, TL Climate Change & Environment and two community members from the Strathbogie Ranges area. The group's thinking is well progressed on useful directions of the sub-committee.

ACTION: 2.1.08 Implement the recommendations of Council's Domestic Wastewater Management Plan, including working with Goulburn Valley Water to explore small town sewer schemes


Position(s)	Target Date	% Complete	Status	Comments
Team Leader Building Health and Compliance Services	30-Jun-2021	%		To be commenced in first half of 2020

STRATEGY: 2.2 Mitigate and adapt to a changing climate

ACTION: 2.2.01 Develop a Council Policy on Climate Change

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Climate Change & Environment	30-Jun-2020	30%		Following the adoption of Sustainable Strathbogie 2030, organisational policies on climate change, energy efficiency, and procurement are now progressing for council review.


ACTION: 2.2.02 Implement initiatives within the Sustainable Strathbogie 2030 Plan

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Climate Change & Environment	30-Jun-2021	25%		No budget was allocated to Sustainable Strathbogie 2030 for the 2019/20 financial year. Non budget Actions have commenced and are included as a SS2030 2019/20 Action Summary in the Environmental Sustainable Development Advisory Committee Minutes each month. An annual Climate Change and Environment Report will be produced at the end of each financial year.

ACTION: 2.2.03 Hold a flood mitigation / drainage update meeting in Violet Town to form a consensus on future actions after completion of works in 2018/19 Budget

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	%		Meeting to be arranged.

ACTION: 2.2.04 Include urban forestry into urban design frameworks to increase the shaded environment of our townships and implement pilot program

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	%		Pilot program to take place in Euroa during October 2019.

ACTION: 2.2.05 Develop a program to assist rural landholders in land management - strategies for climate change, planning controls, vegetation management


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	10%		Programs being developed for implementation.

STRATEGY: 2.3 Protect and enhance our natural environmental assets

ACTION: 2.3.01 Implement Tree Management Guidelines

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	40%		Implementation of Guidelines ongoing.

ACTION: 2.3.02 Investigate controls to preserve landscapes as part of Planning Scheme review


Position(s)	Target Date	% Complete	Status	Comments
Acting Manager Planning & Investment	30-Jun-2021	100%		As part of the Planning Scheme review, undertaken in March 2019, a Landscape Study was identified as a lower priority item for strategic planning for the municipality. This work will be considered when the higher priority strategic work has been completed.

ACTION: 2.3.03 Continue to assist new land owners in land management through New Residents booklet, website and other means


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	20%		Content is placed on the website under "Environment" and various areas to assist new landowners. Council has previously partnered with the Arboretum, Landcare and CMN to assist with courses for small lot landowners new to the municipality, and will continue to do so.

STRATEGY: 2.4 Protect and enhance our built environment

ACTION: 2.4.01 Implement priority actions from the Stormwater Management Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	30%		<p>The following projects from the Stormwater Management Plan have been included within the 2019 - 2020 Capital Works Budget: -</p> <ul style="list-style-type: none"> - Upgrade three existing retarding basins at McGregor Avenue with a pump system (solar). Preliminary design has commenced, looking into feasible options. - Review 1 in 5 STAGE storm event of the existing stormwater pipe network. Scope of Works and Request for Quotation to be issued in February 2020. - Boundary Rd South Future Open Drain from White St to Sevens Creek, including flood flap at outlet. Finalising discussion with service authorities for requirements for alterations to existing services prior to going out to tender. - Town centre outlet to Lake Nagambie. Reviewing requirements for Gross Pollutant Trap prior to tendering. - Scobie Street Catchment - Construct open drain. Discussions to be held with GBCMA in late January regarding outlet requirements for drain prior to construction. - Develop written procedures for Town Maintenance. Draft procedures written, just waiting on feedback from Operations Group.

ACTION: 2.4.02 Identify priority areas for additional street lighting and opportunities to implement additional street lighting

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2021	15%		Street and Public Place Lighting Policy adopted by Council at September 2019 meeting. The Township Road Lighting LUX Surveys have now been completed. The report reflecting the recent adopted policy requirements has been provided for analysis to determine priority areas for additional street lighting and opportunities to implement additional street lighting.

STRATEGY: 2.5 Provide efficient and effective waste management programs

ACTION: 2.5.01 Implement the Waste Management Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	30%		Implementation of the Waste Management Strategy continues and is ongoing.

ACTION: 2.5.02 Work with Goulburn-Murray Water to review and implement improved waste collection techniques on our waterways

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	30%		Discussions regarding options continue with Goulburn-Murray Water.


GOAL: 3 To provide quality infrastructure

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


ACTION: 3.1.01 Investigate and implement asset rationalisation

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	30%		Investigation and implementation of asset rationalisation continues and is ongoing. New Asset disposal Policy developed .

ACTION: 3.1.02 Investigate options in consultation with the community for footpaths, kerb and channelling and parking at Queen, Belmont and the east end of Bank Street, Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	10%		Initial discussions have been carried out with Council's Planning Department (current and future developments within the study area) and Rural Roads Victoria (intersection requirements) to gauge an idea of the future pedestrian and vehicular usage patterns. Once completed, the study area shall be surveyed and preliminary designs undertaken for stakeholder feedback.

ACTION: 3.1.03 Target major capital works projects to seek government funding to reduce Council's costs


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	50%		Officers continue to apply for appropriate grants as they become available.

ACTION: 3.1.04 Undertake condition assessment of public toilets and develop a strategy for future development


Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	%		Strategy to be developed in 2020.

STRATEGY: 3.2 Provide passive and active recreational facilities


ACTION: 3.2.01 Investigate and consult in relation to providing link bridge at Rockies over the Seven Creeks and over Hughes Creek between Kent Street and Watson Street in Avenel

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	30%		Hughes Creek - design report completed. Waiting on approval from Goulburn Broken Catchment Management Authority regarding hydraulic modelling. Rockies Bridge - project to recommence in early 2020.

ACTION: 3.2.02 Construct pedestrian bridge linking Memorial Oval Euroa and Friendlies Reserve

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	30%		Preliminary design has been completed, which included discussions with the GBCMA. Flood modelling has determined that no neighbouring upstream residences will be adversely affected by an increase in water surface level, due to the presence of the bridge. Projects Group will shortly commence to write up the design and construct specifications for tendering.

ACTION: 3.2.03 Continue to investigate funding opportunities for female change facilities at Euroa Memorial Oval

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	80%		Opportunities exist for funding opportunities in the following programs with Sports Recreation Victoria: - SRV Country Football and Netball Program - SRV Female Friendly Facilities Fund Discussions took place with the Memorial Oval Committee on Wednesday 19 September in relation to these opportunities and the necessity for the Committee to review the guidelines of these documents and put together a feasibility study. It was discussed with the committee that this study/plan needs to ensure it incorporates all the required elements of female friendly design where practicable in order to have the best chance of achieving funding. No further action has been taken by the Memorial Oval in the development of the opportunities as discussed. There has been no further announcement made in relation to SRV funding opportunities. To date, SRV have not yet released their funding programs for the 2019/2020/2021 financial year. Funding opportunities have been identified under the current round of SRV funding for 2020/2021, however the Euroa Memorial Committee have not come to a decision on the exact location or plans for these required facilities that will comply with the criteria of the funding.

ACTION: 3.2.04 Prioritise and implement the outcomes of the Community Pools Strategy

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	30%		Implementation of Community Pools Strategy continues and is ongoing.


ACTION: 3.2.05 In partnership with the community support the priorities of the Nagambie Recreation Reserve Master Plan

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	40%		Pavilion upgrade completed and irrigation is to commence this year.

ACTION: 3.2.06 Review Recreational Facilities for female friendly and All Abilities Access

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure		%		Review of recreational facilities for female friendly and all abilities access is to commence in April 2020.

ACTION: 3.2.07 Work with Friendlies Reserve Committee of Management to identify future funding models for upgrades

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2020	20%		Ongoing.

ACTION: 3.2.08 Review Violet Town Recreation Reserve Master Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure		50%		The Violet Town Recreation and Market Precinct Master Plan has been reviewed with internal feedback being sought for input prior to finalising.


ACTION: 3.2.09 Seek Stage 2 funding for Stage 2 boardwalk Seven Creeks Park

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Community Assets	30-Jun-2021	20%		Funding received. Progress / commencement to be considered / determined.


GOAL: 4 To support and drive economic development

STRATEGY: 4.1 Promote and support local business and produce


ACTION: 4.1.01 Encourage local produce sales in towns throughout the Shire through development of marketing collateral and actions in Economic Development Master Plan

Position(s)	Target Date	% Complete	Status	Comments
				The development of the Food, Fibre and Flowers brochure has initiated this process. With the appointment of an Economic Development and Projects Officer in July, this action will be further explored in the Economic Development Mast Plan. Research is also being done on the advent of Agri-Tourism and ways of leveraging this new and emerging market.
Manager Arts Culture and Economy	30-Jun-2020	20%		<p>The review of the Economic Masterplan is still underway, no further progress has been made on this action at this time.</p> <p>Draft review of the Economic Masterplan will be presented to AoC in October.</p> <p>No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.</p>

ACTION: 4.1.02 Promote local businesses through a Business Awards program

Position(s)	Target Date	% Complete	Status	Comments
				Options to reinstate the local Business Awards Program is being investigated as a part of the review of the Economic Development masterplan
Manager Arts Culture and Economy	30-Jun-2020	20%		<p>No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.</p>

ACTION: 4.1.03 Support and engage with local representative business groups

Position(s)	Target Date	% Complete	Status	Comments
				Further liaison with the two active business groups is being undertaken by the Economic Development Officer.
Manager Arts Culture and Economy	30-Jun-2021	80%		Report has been developed to a funding support model for business groups within the Shire. Economic Development Officer is working with the Business Community in Violet Town to develop a group there.
				Formal monetary support from Council has been allocated and distributed to these recognised groups. The Economic Development and Projects Officer continues to liaise with these groups to identify priorities.

STRATEGY: 4.2 Support tourism and business development


ACTION: 4.2.01 Develop options to facilitate camping at appropriate locations within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2020	50%		Trial has commenced at Longwood - to be evaluated in 2020

ACTION: 4.2.02 Partner with business groups to develop support programs

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	50%		Undertook the Better Approvals Project in partnership with the Victorian Government, and will begin rolling out the actions and implementations as a result of this project to the Community in October 2019
				There has been a delay in this roll out due to conflicting priorities - work will continue on this project in the 2019/2020 financial year


ACTION: 4.2.03 Promote Graytown and other smaller communities through an increased presence on the Stathbogie Shire website and the investigation of interpretive signs and historical information

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2021	60%		<p>Graytown was recognised as a priority area in the latest funding round for mobile blackspot areas. Some work is also being done in regards to including information about Graytown and other smaller communities in the new Tourism App and in the new Official Visitors Guide.</p> <p>Development of the new Official Visitors Guide and Tourism App is still ongoing.</p> <p>Graytown now has a presence in the Official Visitors Guide and will also be added to the Tourism App in development</p>


ACTION: 4.2.04 Seek funding and support from Federal and State Governments to implement Nagambie Infrastructure Development Business Case

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	25%		Funding secured for the first stage of the boardwalk project and Council is investigation other sources of potential funding fro State and Federal Governments.

ACTION: 4.2.05 Develop a Policy on town entry and roadside signage and progress implementation

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	10%		The Boundary, Town Entry and District Signage Policy has been adopted by Council on the 18th June 2019 and implementation has been programmed to commence in March 2020.

ACTION: 4.2.06 Implement preferred option for involvement in regional tourism


Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	40%		In relation to submission from Go Nagambie to take over management of the Nagambie Visitor Information Centre, a resolution was passed by Council to further investigate options for the management of this Centre as well as the (yet to build) new Visitor Information Centre in Euroa. Developed a submission for the Regional Tourism Review and have discussed options with Justin Burney, Project Director of the Regional Tourism Review. Further decisions on options available for support of regional tourism by the Victorian Government are still being investigated as a part of this review - ongoing process.

ACTION: 4.2.07 Investigate installation of a dump point in Nagambie


Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	25%		Investigations into the installation of a dump point with Nagambie township has determined to utilise an area within the Regatta Centre reserve, just waiting on approval from EMT.

STRATEGY: 4.3 Provide innovative and sustainable land use planning


ACTION: 4.3.01 Review rural land strategy and have these outcomes (including landscape protection) included into the Municipal Strategic Statement

Position(s)	Target Date	% Complete	Status	Comments
Acting Manager Planning & Investment	30-Jun-2020	%		As part of the Planning Scheme review, undertaken in March 2019, a Rural Land Use and Rural Living Review was identified as a high priority action, and a Landscape Study was identified as a lower priority item for strategic planning for the municipality. The Rural Land Use and Rural Living Review will be investigated when the policy neutral re-write of the planning scheme has been completed and resources become available.

ACTION: 4.3.02 Review, in conjunction with the community, to identify options for improvements to Cowslip Street, Violet Town

Position(s)	Target Date	% Complete	Status	Comments
Manager Infrastructure	30-Jun-2020	20%		<p>Conducted research into the Violet Town Development Plan (2010), which was conducted by Council and Planning Consultants.</p> <p>Reviewed all supporting documentation (e.g. Bicycle Walking Path Strategy)</p> <p>Working with the Strategic Planner, initial community consultation on the streetscape has been undertaken.</p> <p>Discussion have taken place between VTAG, Rural Roads Victoria and Council in May 2019, which have identified options for Cowslip Street. Council is currently undertaking the respective data collection and preparing concept designs for community input early in the new year.</p>


ACTION: 4.3.03 Review Nagambie Growth Management Plan

Position(s)	Target Date	% Complete	Status	Comments
Acting Manager Planning & Investment	30-Jun-2020	5%		<p>Funding for the review of the Nagambie Growth Management Plan is still to be confirmed, but work has commenced with research being undertaken to form background documents for the next stage of the plan review.</p>

ACTION: 4.3.04 Formalise Euroa parking arrangements following Euroa Township Plan Issues and Opportunities report

Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2020	%		<p>Euroa Township Strategy, which incorporates parking arrangements in Euroa, is yet to be finalised.</p>

ACTION: 4.3.05 Progress planning for future growth in Avenel


Position(s)	Target Date	% Complete	Status	Comments
Acting Manager Planning & Investment	30-Jun-2021	%		<p>As part of the Planning Scheme review, undertaken in March 2019, review of Avenel 2030 was identified as a medium priority item for strategic planning for the municipality. This work will be considered when the higher priority strategic work has been completed.</p>

STRATEGY: 4.4 Attract new residents

ACTION: 4.4.01 Review effectiveness of rating incentive package in new residents to the Strathbogie Shire

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2020	%		Not commenced. Will review in second half of financial year

ACTION: 4.4.02 Explore options to highlight the availability of employment opportunities within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	20%		This action will form part of the review of the Economic Development Masterplan No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.

STRATEGY: 4.5 Grow investment and employment opportunities

ACTION: 4.5.01 Review, update and resource the Economic Development Master Plan and implement priority actions

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	40%		Briefing with Council held. CEO has commenced review process.

GOAL: 5 To be a high performing Shire

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

ACTION: 5.1.01 Continue to enhance customer experiences through ongoing development of customer relationship management system


Position(s)	Target Date	% Complete	Status	Comments
Acting Group Manager Innovation & Performance	30-Jun-2021	100%		<p>Customer service delivery and customer experience is an area of focus for council in an on going manner.</p> <p>At present a review of the Customer Service Charter is occurring.</p> <p>A recent project in relation to Better Approvals Process has been undertaken and systems being implemented to assist in improving our customers experience.</p> <p>Council's Customer Records Management Software continually being reviewed and improved.</p> <p>@03/01/2020 - Customer Service Charter has been completed and adopted</p> <p>Councils Customer Relations Management Software has had some improvements and will soon allow access to a Councillor portal to track requests lodged by Councillors</p>

STRATEGY: 5.2 Continue to focus on operational efficiencies

ACTION: 5.2.01 Continue the service plan process to assist decision making and identify service enhancements

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	%		Not yet commenced. Awaiting commencement of new CEO 13 January.

ACTION: 5.2.02 Continue to explore opportunities through collaboration with other Councils in service delivery

Position(s)	Target Date	% Complete	Status	Comments
Acting Group Manager Innovation & Performance	30-Jun-2021	100%		<p>Opportunities to explore how services are delivered in collaboration with other rural councils are a continual discussion in regard to different projects and services.</p> <p>This will continue to ensure efficient delivery of services through shared knowledge, cost effectiveness and streamlining of processes, growing partnerships and networks</p> <p>Further discussions are commencing at a Hume Region level for exploring future projects which could work together</p>

ACTION: 5.2.03 Conduct an organisation wide cultural change / innovation program that promotes a "can do philosophy", continuous improvement processes, culture of collaboration and a willingness to embrace positive change

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	20%		Major policies have been updated and VAGO Audit Action Plan 85% complete. This will set the ground work for the new CEO commencing in January to rollout a new cultural and innovation program.


ACTION: 5.2.04 Prioritise outcomes of ICT strategy to aid business transformation through finalisation of "Roadmap"

Position(s)	Target Date	% Complete	Status	Comments
Manager Digital Innovation and Technology	30-Jun-2020	85%		Currently finalising strategy draft with EMT to prepare for Council adoption

ACTION: 5.2.05 Link results of Community Satisfaction Survey to Council Plan actions


Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	%		Deferred to next quarter.

ACTION: 5.2.06 Improve access to 'in the field' software and hardware for key Council functions to improve response times to permit applications and customer queries

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Building Health and Compliance Services	30-Jun-2021	50%		In the field software for both our Environmental Health and Building has been purchased with training and implementation to occurring from October 2019. Building software will be available once integration issues have been addressed. Health Software is waiting on supplier to be able to install and integrate with our data.

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

ACTION: 5.3.01 Upgrade Long Term Financial Plan to cover Ten Year period


Position(s)	Target Date	% Complete	Status	Comments
Manager Finance	30-Jun-2020	30%		Work has started and majority of LTFP will be completed prior to draft budget 2020-21

ACTION: 5.3.02 Review Contract Management Process and Guidelines

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2020	10%		In progress. Vacancy in Procurement role , options being reviewed

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

ACTION: 5.4.01 Ensure strategies are developed in conjunction with key stakeholders on a regional basis - North East Local Government Network

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	50%		Councillors, executive and staff partner with the North East Councils on strategies where relevant. Current discussion are being undertaken in regards to the "Inland Rail Project" and the upgrade of the North East rail line. Additional work in the tourism, ICT and Shared Services space has commenced which includes the Hume Region Councils.

ACTION: 5.4.02 Promote open and transparent reporting of Council decision making including Know Your Council Data

Position(s)	Target Date	% Complete	Status	Comments
Group Manager Corporate & Community	30-Jun-2021	100%		Data submitted. Now live on KYC website i.Some media attention.

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


ACTION: 5.5.01 Review Communications and Engagement Strategy in line with pending changes to Local Government Act

Position(s)	Target Date	% Complete	Status	Comments
Acting Group Manager Innovation & Performance	30-Jun-2020	100%		Completed.

ACTION: 5.5.02 Work with local business associations to develop a Shire-wide skills bank that values and recognises local knowledge

Position(s)	Target Date	% Complete	Status	Comments
Manager Arts Culture and Economy	30-Jun-2020	20%		The Economic Development Officer is doing some work on developing a Local Procurement Policy which links in with this action item. No further developments at this time No firm decision has been reached by Council on the priorities for the Economic Development Masterplan, therefore no further direction has been identified for this action.

ACTION: 5.5.03 Actively seek partnerships to achieve our Council Plan

Position(s)	Target Date	% Complete	Status	Comments
Acting Chief Executive Officer	30-Jun-2021	25%		Executive have met with GoTafe Executive and formed an alliance to delivery training projects to the community and organisation. The Hume Region Local Government Network (CEOs and Mayor) have agreed to investigate partnership opportunities.

9.7.3 Community Grants Program Guidelines 2020-2021

Author & Department

Manager Community Wellbeing / Corporate and Community Department

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

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

Summary

The 2020-2021 Strathbogie Community Grants Guidelines are presented for endorsement by Council. The Community Grant Program Guidelines have been revised to include:

- All dates updated for the 2020-2021 program,
- Inclusion of reference to the Play and Recreation Framework document, and
- Inclusion of reference to the Arts and Culture Strategy.

RECOMMENDATION

That Council:

- 1. Endorse the revised 2020-2021 Community Grants Program Guidelines; and**
- 2. Note the Community Grant timelines for 2020-2021 commencing 16 March 2020 and closing 24 April 2020.**

Background

The Strathbogie Community Grants program is the annual grants program offered by Council and provides funding for small and medium sized projects and events and initiatives that respond to the social, cultural, recreational and economic needs of Strathbogie residents.

The Strathbogie Community Grants Program has been a significant source of funding of the Strathbogie Community since 1998. The program aims to:

- develop partnerships between Council and community groups to achieve Council's strategic directions,
- direct resources to both the emerging and specific needs of community groups,
- develop a positive approach to the resolution of local social issues,
- support local groups, activities and community connectedness; and
- support the implementation actions identified in local Community Action plans.

The next round of the Strathbogie Community Grants Program will fund activities occurring between 1 July 2020 and 30 June 2021. This round will open for applications on Monday March 16, closing on Friday April 24. All applications will be administered online via Smarty Grants.

9.7.3 Community Grants Program Guidelines 2020-2021 (cont.)

A number of community information sessions have been scheduled across the Shire as below.

Euroa Community Conference Centre

Enter from Bury Street
Wednesday 25 March 2020: 6-8pm

Nagambie Youth Hub

26 Filson Street,
Thursday 26 March 2020: 2-4pm

Avenel Preschool

31 Watson Street
Thursday 26 March 2020: 6-7.30pm

Violet Town Community Complex (Supper Room)

35 Cowslip Street
Friday 27 March 2020: 2-4pm

In addition, opportunity is provided for individual meetings to be booked to meet with Council staff for additional support. Appointments will be available between Monday 6th April to Friday 10th April 2020. Times and location will be determined with individual when making the booking

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

The author of this report considers that the report is consistent with Council Policies, key strategic documents and the Council Plan, in particular, aligning with: Goal 1: To enhance community health and wellbeing

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

Key Strategy: Continue support for Community Grants program

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

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

Financial / Budgetary Implications

The 2020/21 Strathbogie Community Grant Program has an anticipated total budget allocation of \$87,000 subject to the adoption of the 2020/2021 operational budget in June 2020.

9.7.3 Community Grants Program Guidelines 2020-2021 (cont.)

Community Implications

The Guidelines provide a framework of practical application of the Community Grants process which is a resource for them to utilise for making an application. Applicants will be provided with support and training on the online application process, determination of the most appropriate category for their project and any other additional support they may need. As outlined earlier in this report Community Information Sessions will be offered. These will be advertised on Council's website, Facebook page and through local newspapers/Community newsletters.

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

Community Engagement

The author of this report considers that the matter under consideration did not warrant a community engagement process due to the well established program and processes that meet governance requirements for a grants program.

Attachments

- Draft 2020-2021 Community Grants Program Guidelines

Strathbogie Shire Council

2020-2021

Community Grants Program Guidelines

For projects commencing after Wednesday July 1, 2020

Opens: Monday March 16, 2020

Closes: Friday April 24, 2020

Online applications can be lodged at

www.strathbogie.vic.gov.au/community/community-funding/community-grants-program

Address:

109A Binney St, Euroa
PO Box 177, Euroa 3666

www.strathbogie.vic.gov.au

info@strathbogie.vic.gov.au

Contents

<u>IMPORTANT THINGS YOU NEED TO KNOW BEFORE YOU START</u>	42
<u>COMMUNITY GRANTS PROGRAM TIMELINE 2019-2020*</u>	43
<u>PRINCIPLES OF THE COMMUNITY GRANTS PROGRAM</u>	43
<u>GENERAL GUIDELINES – For all categories</u>	44
1. <u>Who is eligible to apply?</u>	44
2. <u>Features of an eligible application</u>	44
3. <u>Who is not eligible to apply?</u>	44
4. <u>What is not eligible for funding?</u>	45
5. <u>Community Grants and GST</u>	45
6. <u>Grant conditions</u>	45
<u>HOW TO APPLY</u>	46
<u>SPECIFIC GRANT CATEGORY GUIDELINES</u>	46
<u>ACTIVE & HEALTHY COMMUNITIES</u>	47
<u>ARTS & CULTURE</u>	48
<u>ENVIRONMENTAL & SUSTAINABILITY</u>	49
<u>FACILITIES & INFRASTRUCTURE</u>	50
<u>SMALL PROJECTS GRANTS</u>	50

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

IMPORTANT THINGS YOU NEED TO KNOW BEFORE YOU START

- Read the Guidelines carefully. It is important to have a full understanding of the Guidelines before you start completing the online application.
- The term project is used throughout this document. Project means any activity, event, initiative or program that you are seeking funds for.
- **It is a condition of application that you discuss your proposed project with a member of the Community Wellbeing Team.** This will help to:
 - Check your group is eligible for funding.
 - Check your project is eligible to be funded and that you are applying in the correct category.
 - Clarify any queries you may have about the guidelines and online application process.
- Please note if you apply under an incorrect category, we are unable to move your application to a more appropriate category and your chance of receiving funding will be reduced.
- The final decision regarding your grant application is determined at the June Council meeting.
- The amount of funds awarded will be dependent on number and quality of applications. Please note you may not receive the full amount of funds you have applied for.
- The maximum grant amount for each category is as follows:

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

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

- If your group is submitting an application for funding, you may also agree to act as an Auspice group for another non-incorporated group.
- If your group has received Community Grants Funding previously you must have completed any outstanding project acquittal requirements before being eligible to reapply for the current round of the Community Grants Program.
- Any questions regarding acquittal requirements can be directed to the Community Wellbeing Team on 5795 0000.

COMMUNITY GRANTS PROGRAM TIMELINE 2020-2021*

Applications Open	Monday March 16, 2020
Applications Close	Friday April 24, 2020
Applications assessed	May 2020
Recommendations to Council for decision	Tuesday June 16, 2020
Applicants advised of outcome	Friday June 26, 2020
Project can commence from	Wednesday, July 1, 2020
Project Completed and Acquittal Submitted	Monday May 31, 2021

*Excluding Small Projects Grants

PRINCIPLES OF THE COMMUNITY GRANTS PROGRAM

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

Applications are sought for projects that:

1. Promote community engagement and participation.
2. Support gender equality and social inclusion and improve accessibility.
3. Contribute to building healthy and vibrant communities.

It is recommended that your project should directly relate to a strategic goal that is specified in one or more of the following documents:

- Strathbogie Shire Council Plan 2017-2021 - click [HERE](#)
- Strathbogie Shire Council Liveability Plan 2017-2021 - click [HERE](#)
- A Community Plan developed by the Community Planning Reference Group in your community - click [HERE](#)

- Strathbogie Shire Council Arts & Culture Strategy 2019-2023 – click [HERE](#)
- Play and Recreation Framework – click [HERE](#)

GENERAL GUIDELINES – For all categories

1. Who is eligible to apply?

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

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

2. Features of an eligible application

- The project must be based in the Strathbogie Shire municipality.
- The project will generate positive outcomes for Strathbogie Shire residents and/or visitors.
- The applicant is able to demonstrate their own contribution to the project in the form of funds or in-kind support.
- There is demonstrated support for the project from other groups within the community (such as formal partnerships, letters of support and/or a financial commitment to the project).
- The applicant is able to demonstrate sound project planning.
- The project considers gender equity, inclusion, accessibility and cultural diversity.

3. Who is not eligible to apply?

- An individual.
- An unincorporated not for profit community group, organisation or club without an appropriate auspice body.
- Any group who has an overdue acquittal of a previous Community Grant.
- Any group already receiving other financial support from Council (such as a Community Planning Reference Group) or where their funding and service agreement precludes access to other Council funding.
- Private, profit making organisations.

4. What is not eligible for funding?

- Applications for retrospective funding, including for projects that are due to start before **1 July 2020**.
- Applications seeking funds to cover the cost of fundraising, prizes and/or wages.
- Applications seeking sponsorship to attend conferences or sporting events.
- Projects that are to occur primarily outside of Council's municipal boundary.
- Applications from federal or state government agencies and private profit making organisations or individuals.
- Applications that are incomplete such as: not attaching evidence of public liability insurance coverage and not attaching copies of relevant quotes.

5. Community Grants and GST

- Where the applicant is registered for GST Council will pay the grant amount requested plus 10%. The Applicant will then remit to the Australian Tax Office (ATO).
- If the applicant is not registered for GST or is not auspiced by a group registered for GST, 10% will be added to GST items as part of the total grant sum.
- Grant maximum amounts to remain as suggested, noting that the amount will cover GST, with any amount over that to be funded by the applicant.

6. Grant conditions

Successful applicants will be required to:

- Enter into a funding agreement and adhere to the conditions of the agreement.
- Spend the grant money only as stated in the original application. Approval for any proposed variation to the project must be sought in writing via the Manager Community Wellbeing, and permission received in writing, prior to a new project or variation commencing.
- Return any unspent funds at the completion of the project or the end of the agreement unless prior approval has been obtained to expend the funds.
- Complete a project plan and obtain all necessary permits, compliance requirements as deemed necessary for your application.
- Obtain all necessary approvals (e.g. letter from land owner) and permits (building/planning or other statutory requirements) associated with your project; failure to do so will result in the project being delayed, or potentially, stopped.
- Inform Council officers of changes to key project contact details, including telephone number, email or postal address.
- Ensure any outstanding acquittals are submitted prior to 31 May 2021 (or other date as agreed to by Council). (If this is not done, your application will not be considered.)

- Invite Council officers and Ward Councillor/s to the project launch if applicable.
- Acknowledge Council in all public and promotional materials.

HOW TO APPLY

- All applications are completed online at:
www.strathbogie.vic.gov.au/community/community-funding/community-grants-program
- Please answer all questions and attach all information as requested.
- **Failure to answer all questions and attach all information as requested will render your application ineligible and your application will not be assessed.**
 - **Note 1:** Due to the increasing number of applications for Community Grants Funding it is no longer possible to assess incomplete applications or those that do not fully align with the Grant Guidelines.
 - **Note 2:** Depending on the specific project, additional information, such as a building permit or event approval may be required for the implementation of your project. This is different from the required documents for a complete application. If applicable, this information will be sought when a project has been short listed and will not impact on your eligibility for assessment.
- Applicants may only submit one application for Community Grants per year.
- Late applications will not be considered, and no extensions will be granted.
- **A successful funding application in any round does not imply ongoing funding.**

SPECIFIC GRANT CATEGORY GUIDELINES

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

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

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

ACTIVE & HEALTHY COMMUNITIES

(To be read in conjunction with the general guidelines)

The Active and Health Communities category supports:

- Local projects that promote collaboration and resource sharing among groups.
- The development of new or expanding existing programs and activities for example craft workshops, walking groups, community engagement programs or formal and informal sport and leisure activities.
- The purchase of project related equipment/materials e.g.: purchase of printer, materials for workshops and/or project costs such as printing, facility hire, consumables.
- Building more capable community groups for example committee of management training, leadership/skill development and/or volunteer development and/or skills training initiatives that will increase the efficiency of volunteer roles and responsibilities.
- Provision of essential equipment with priority given to safety equipment e.g. defibrillator, safety padding.

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

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

Eligibility

Successful applications/applicants will be required to:

- Demonstrate how the project contributes to developing the health and wellbeing of residents of the Strathbogie Shire.
- Demonstrate the Community benefits of the project for example how will the project strengthen and develop community skills, promote awareness and/or action with regards to community issues and provide opportunities to increase skills/knowledge of community members
- Demonstrate how the project is accessible and inclusive of all members of the community and if it addresses gender equality.
- Demonstrate sound Project Planning/Management and Risk Management skills.

Successful funding in this round does not imply ongoing funding.

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

ARTS & CULTURE

(To be read in conjunction with the General Guidelines)

The Arts & Culture Grant category supports:

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

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

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

Please discuss your project with the Community Wellbeing Team.

Eligibility

Successful applications/applicants will be required to:

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

Successful funding in this round does not imply ongoing funding.

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

ENVIRONMENT & SUSTAINABILITY

(To be read in conjunction with the general guidelines)

The Environment and Sustainability category supports:

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

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

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

Eligibility

Successful applications/applicants will be required to:

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

Successful funding in this round does not imply ongoing funding.

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

FACILITIES & INFRASTRUCTURE

(To be read in conjunction with the general guidelines)

The Facilities and Infrastructure category supports:

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

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

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

Eligibility

Successful applications/applicants will be required to:

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

Successful funding in this round does not imply ongoing funding.

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

SMALL PROJECTS GRANTS

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

Groups are only eligible to receive this grant once per year and are not eligible for a Small Project Grant if they are currently expending other Strathbogie Shire Community Grant Funds.

Small Project Grants must meet the criteria for one of the four Community Grant Categories:

- Active & Healthy Communities
- Arts & Culture
- Environmental & Sustainability
- Facilities & Infrastructure

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

Application process

Applications are accepted all year (or until funding allocation is exhausted) from 1 July 2020.

Small Project Grants are assessed on a monthly basis.

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

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

Eligibility

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

**9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival**

Author & Department

Visitor Economy & Events Coordinator / 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

The Longwood Football/Netball Club have submitted a request for \$3,000 for sponsorship of this event.

Any surplus funds from the event are directed towards the building of the new netball courts.

This event has had Council funding in 2017 of \$3,000. The event scored 22/25 for the assessment of their Sponsorship request.

Attached to this report is the Remplan report of economic development for the 2020 event, for Council consideration.

RECOMMENDATION

That Council endorse sponsorship of \$1,000 for the 2020 Longwood Beer and Wine Festival based on the application strongly aligning with the evaluation criteria and the community and economic benefit the festival provides to the local community.

Background

This is the third year this Festival has been held in Longwood. The Festival attracts around 500 people from all over the region. The Festival offers free bus transport for the surrounding towns and many kids activities, as well as, a wide range of regional beer, wine and cider producers. It is a great showcase for local producers from the region. The sponsorship would be used for entertainment and children's activities.

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.

- *Reduced level of sponsorship,*
- *Cash sponsorship*
- *In kind sponsorship*
- *Cash and in-kind sponsorship*
- *No sponsorship*

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (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

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

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

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

Financial / Budgetary Implications

The Sponsorship requests granted this financial year total \$23,941, out of a budget of \$30,000, leaving a remaining amount of \$6,059. There is also an amount of \$2,500 recommended for approval in the February Council meeting leaving a remaining balance of funds in the 2019/2020 Sponsorship budget of \$3,559 should all recommended amounts be granted.

Event Budget Submitted

Income

Sponsorship	\$ 2,000
Shire of Strathbogie	\$ 3,000
Gate Takings	\$ 12,000
Vendor percentage of sales	\$ 3,500
Fundraising	\$ 1,000
Site Fees	\$ 600
Merchandise Sales	\$ 400
	\$ 22,500

Expenditure

Licenses & Insurance	\$ 960
Hire Equipment	\$ 1,600
Entertainment	\$ 6,000
Merchandise/Supplies	\$ 3,000
Buses	\$ 950
Children's activities	\$ 900
Advertising & Promotion	\$ 2,000
	\$ 15,410

Economic Implications

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

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)

Environmental / Amenity Implications

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

Community Implications

The author of this report considers that the recommendation has community and social benefits for Council and the community in terms of promoting Longwood, increased visitation to the area and the opportunity for community connection.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachments

Attachment 1: Remplan figures

Attachment 2: Smarty Grant Assessment

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)

Attachment 1:



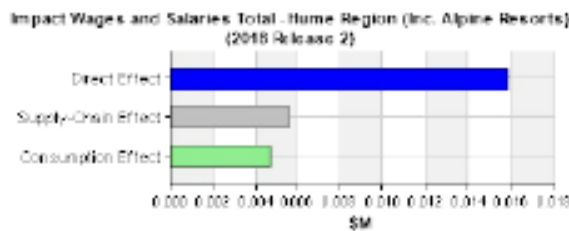
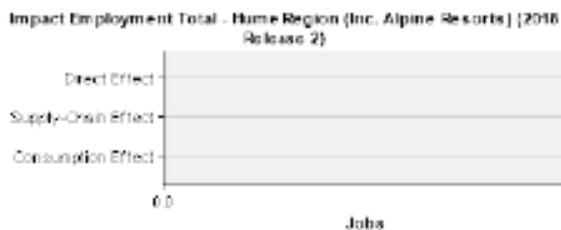
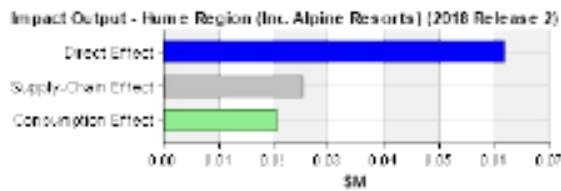
Tourism Impact Summary Report for Hume Region (Inc. Alpine Resorts) (Tourism Activity: 1 days)

Tourism Impact Scenario

Name Longwood Beer, Wine and Cider Festival
Duration 1 days

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	500	50	0	550
Number of Nights	n/a	2.00	0.00	
Estimated Expenditure per Visitor (\$)	\$98	\$254	\$0	
Total Estimated Expenditure (\$)	\$49,000	\$12,700	\$0	\$61,700

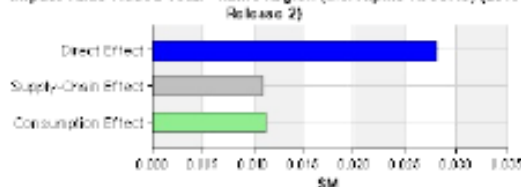
Tourism Impacts



9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)



Impact Value-Added Total - Home Region (inc. Alpine Resorts) (2018 Release 2)



Under this scenario Gross Regional Product is estimated to increase by \$0.050 million (0.00%) to \$17,673.493 million. Contributing to this is a direct increase in output of \$0.062 million, 0 additional jobs, \$0.016 million more in wages and salaries and a boost in value-added of \$0.028 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$0.025 million, 0 more jobs, \$0.006 million more paid in wages and salaries, and a gain of \$0.011 million in terms of value-added.

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

Impact	Type 1 Multipliers
Output	1.413
Employment	0.000
Wages and Salaries	1.357
Value-added	1.394

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$0.020 million, employment by 0 jobs, wages and salaries by \$0.005 million, and value-added by \$0.011 million.

Under this scenario, total output is expected to rise by \$0.108 million. Corresponding to this are anticipated increases in employment of 0 jobs, \$0.026 million wages and salaries, and \$0.050 million in terms of value-added.

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

Impact	Type 2 Multipliers
Output	1.745
Employment	0.000
Wages and Salaries	1.652
Value-added	1.799

Tourism Impact Summary (Tourism Activity: 1 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$0.062	\$0.025	\$0.020	\$0.108	1.413	1.745
Long Term Employment (Jobs)	0	0	0	0	0.000	0.000
Wages and Salaries (\$M)	\$0.016	\$0.006	\$0.005	\$0.026	1.357	1.652
Value-added (\$M)	\$0.028	\$0.011	\$0.011	\$0.050	1.394	1.799

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)



Disclaimer

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

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

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

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)

Attachment 2:

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/15 From Longwood Football Netball Club
Form Submitted 10 Jan 2020, 12:12pm AEDT

Strathbogie Shire Council Assessment Tool

Guidelines for Assessors

Assessors must assess each application on its merits. Assessors must complete each section of the Assessment Form. Assessors have the capacity to recommend an amount different to that applied for. This decision must be justified.

Event Summary

Event Title

Longwood Beer, Wine and Cider Festival
This question is read only.
From the application form

Event Summary

Market-style outdoor event showcasing local and regional craft beer producers, local wineries and cider makers, plus quality food vendors from the region and a combined community group food tent in 2020. The event is from 2pm - 8pm and held under the gums on the old golf course at the Longwood Recreation Reserve. We have live music and children's activities, in a relaxed environment that is family friendly and brings in many visitors to the Shire from other areas of the state and southern NSW. The event financially benefits local community groups and businesses.
From the application form

Funds Requested

\$3,000.00
This question is read only.
From the application form

The applicant has satisfactorily completed Event Application Part A

- Yes - proceed
 No - Sponsorship assessment cannot be undertaken until Part A has been satisfactorily completed

The applicant has completed any outstanding acquittals?

- Yes - proceed
 No - Sponsorship assessment cannot be undertaken until any outstanding acquittals have been satisfactorily completed

Partnership/ Strategy

* indicates a required field

Partnership and Strategy Alignment

Scoring criteria:

Yes = 5 points

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/15 From Longwood Football Netball Club
Form Submitted 10 Jan 2020, 12:12pm AEDT

Somewhat = 2 points

No = 0 points

Does the project specify how it relates to a strategic goal/document? *

- 5
 2
 0

Strategic Goal score *

5

Autocalculated from response above.

Does the applicant provided evidence of significant partnerships, with clearly defined roles? *

- 5
 2
 0

(A partner is someone who is contributing to the project, either by financial means or by in-kind not just providing a letter of support).

Partnership Score *

5

Autocalculated from response above.

Events

How well does this event contribute to developing capacity to add benefit to community and local businesses? (Worth 5 points)

Rating

- 0: Does not develop capacity
- 1: Very minimal impact on the development of capacity; doesn't demonstrate any research/forethought; not likely to promote change
- 2: Minimal impact on the development of capacity; doesn't demonstrate much research/forethought; is possibly likely to promote change
- 3: Reasonable impact on the development of capacity; demonstrates some research/forethought; may promote short term change
- 4: Positive impact on the development of capacity; demonstrates good research/forethought; likely to promote short term change
- 5: Extremely positive impact on development of capacity; demonstrates excellent forethought/research; will promote ongoing and long term change

Event score *

4

Must be a number between 0 and 5.

Notes/ Consideration

Must be no more than 150 words.

Economic Development

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/15 From Longwood Football Netball Club
Form Submitted 10 Jan 2020, 12:12pm AEDT

*** indicates a required field**

Economic Benefit

How will this event build economic development?

- increased visitor economy
- increased expenditure at local businesses
- none of the above

Number of economic benefit items ticked *

2

Must be a number.

If tick 'none of the above', please mark as zero.

Economic Benefit Score

4

This number/amount is calculated.

Autocalculated from response above. Each tick represents 2 points. If ticked 2 items, then score will be automatically scored 4

Notes/consideration

Must be no more than 150 words

Sponsor Recognition

*** indicates a required field**

Recognition of Council (5 points)

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

At a minimum the following must be undertaken

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

Rating

- 0: No reference to recognition of Council in application
- 1: less than 2 actions ticked
- 3: all 4 action ticked
- 5: all 4 action ticked plus additional plans to recognized Council as a sponsorship

Recognition of sponsor rating score *

4

a number

9.7.4 Longwood Football/Netball Club
- Sponsorship Request for 2020 Longwood Beer, Wine and Cider Festival (cont.)

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/15 From Longwood Football Netball Club
Form Submitted 10 Jan 2020, 12:12pm AEDT

Notes/consideration

Must be no more than 150 words

Recommendation

* indicates a required field

Recommendation

Total Score/ 25 *

22

Recommendation *

- Recommended
- Not Recommended
- For further review

Recommended Amount

\$3,000.00

Must be a dollar amount.

Must be a dollar amount

Recommended Funding conditions

that the funds are returned if the event doesn't go ahead.

that the event is loaded onto ATDW

For Council report

Internal Recommendation Comments

For Council report

Please upload REPLAN

Filename: REPLAN-Economy-Report LBWC festival.pdf

File size: 140.7 kB

Assessor Coordinator *

Libby Webster

Date *

10/01/2020

Must be a date

**9.7.5 Strathbogrie Tablelands Action Group
- Request for Sponsorship for Strathbogrie Community Engagement Day – 8
March 2020**

Author & Department

Visitor Economy & Events Coordinator / 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:

The Strathbogrie Tablelands Action Group have submitted a request for \$500 for sponsorship of this inaugural event.

The event scored 21/25 for the assessment of their Sponsorship request.

The committee have indicated that they will be spending the funds on advertising, catering and equipment hire. With the breakdown being:

- \$200 on printing and advertising,
- \$100 equipment hire, and
- \$200 Catering.

Attached to this report is the Remplan report of economic development for the 2020 event, for Council consideration.

RECOMMENDATION

That Council supports the sponsorship request to the value of \$500.

Background

The event will commence with afternoon tea free to attendees after which there will be a short talk about all the clubs, committees and activities that are available to community members on the Tableland. These groups will be set up with information stands to provide further information during the afternoon. This will be followed by a range of games on the oval and a CFA tug of war. The day will conclude with wine and beer available at bar prices (Strathbogrie Sports and Rec Committee holds the liquor licence) and complimentary cheese and nibbles.

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

The 2019 Strathbogie Tablelands Action Plan that relate to this project include:

- *Provide a welcoming environment for newcomers and promote social inclusion and volunteer opportunities by supporting a range of community interest groups and regular community events.*

For example:

- *History Group - digital scanning*
- *Bogart - Arts Festival and events*
- *SCOFF (Strathbogie Community of Food Finders)*
- *Events at Recreation Reserve, Golf Club and Memorial Hall*
- *Landcare activities*
- *CPR and First Aid training*
- *Encourage greater participation in volunteer activities and more diverse representation on community committees, e.g., more women and young people*

Alternative Options

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

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

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

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

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

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

Financial / Budgetary Implications

The Sponsorship requests granted this financial year total \$23,941, out of a budget of \$30,000, leaving a remaining amount of \$6,059. There is also an amount of \$2,500 recommended for approval in the February Council meeting leaving a remaining balance of funds in the 2019/2020 Sponsorship budget of \$3,559 should all recommended amounts be granted.

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

Economic Implications

While aimed at the Tableland community, the day will be advertised through bogie-tree which reaches a much wider audience and it is anticipated that activities showcased on the day will encourage tourists to the area, thus providing economic benefit to local business.

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 aim of the day is primarily to promote community engagement and participation by showcasing interest groups, committees and activities that are available on the Tableland. Many residents are unaware of what is available and/or who to contact and how to get involved. It is also an opportunity to increase the pool of volunteers and encourage new members of committees with fresh ideas. It will allow new and existing members of the community to meet each other which, in turn, will contribute to building a healthy and vibrant community on the Tableland.

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.

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

Attachment 1: Remplan

Attachment 2: Smarty Grants Assessment

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

Attachment 1:



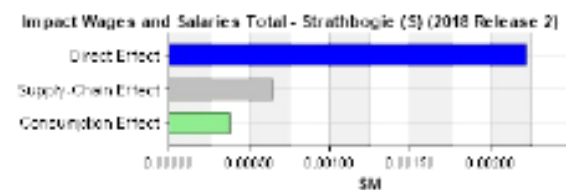
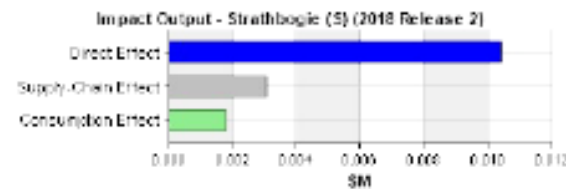
Tourism Impact Summary Report for Strathbogie (\$)
(Tourism Activity: 1 days)

Tourism Impact Scenario

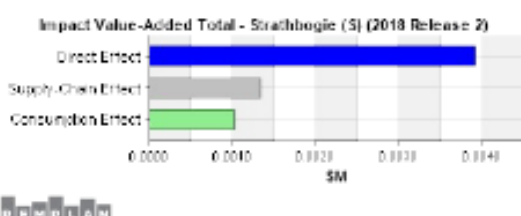
Name Community Engagement Day - Strathbogie
Duration 1 days

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	100	0	0	100
Number of Nights	n/a	0.00	0.00	
Estimated Expenditure per Visitor (\$)	\$104	\$0	\$0	
Total Estimated Expenditure (\$)	\$10,400	\$0	\$0	\$10,400

Tourism Impacts



9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)



Under this scenario Gross Regional Product is estimated to increase by \$0.006 million (0.00%) to \$542.195 million. Contributing to this is a direct increase in output of \$0.010 million, 0 additional jobs , \$0.002 million more in wages and salaries and a boost in value-added of \$0.004 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$0.003 million, 0 more jobs , \$0.001 million more paid in wages and salaries, and a gain of \$0.001 million in terms of value-added.

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

Impact	Type 1 Multipliers
Output	1.293
Employment	0.000
Wages and Salaries	1.290
Value-added	1.343

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$0.002 million, employment by 0 jobs , wages and salaries by \$0.000 million, and value-added by \$0.001 million.

Under this scenario, total output is expected to rise by \$0.015 million. Corresponding to this are anticipated increases in employment of 0 jobs , \$0.003 million wages and salaries, and \$0.006 million in terms of value-added.

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

Impact	Type 2 Multipliers
Output	1.464
Employment	0.000
Wages and Salaries	1.461
Value-added	1.603

Tourism Impact Summary (Tourism Activity: 1 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$0.010	\$0.003	\$0.002	\$0.015	1.293	1.464
Long Term Employment (Jobs)	0	0	0	0	0.000	0.000
Wages and Salaries (\$M)	\$0.002	\$0.001	\$0.000	\$0.003	1.290	1.461
Value-added (\$M)	\$0.004	\$0.001	\$0.001	\$0.006	1.343	1.603

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)



Disclaimer

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

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

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

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

Attachment 2:

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/18 From Kim Usher, Helen Peters and Angela Tough
Form Submitted 5 Feb 2020, 3:13pm AEDT

Strathbogie Shire Council Assessment Tool

Guidelines for Assessors

Assessors must assess each application on its merits. Assessors must complete each section of the Assessment Form. Assessors have the capacity to recommend an amount different to that applied for. This decision must be justified.

Event Summary

Event Title

Community Engagement Day
This question is read only.
From the application form

Event Summary

The event will commence with afternoon tea free to attendees after which there will be a short talk about all the clubs, committees and activities that are available to community members on the Tableland. These groups will be set up with information stands to provide further information during the afternoon. This will be followed by a range of games on the oval and a CFA tug of war. The day will conclude with wine and beer available at bar prices (Strathbogie Sports and Rec Committee holds the liquor licence) and complimentary cheese and nibbles.

From the application form

Funds Requested

\$500.00

This question is read only.
From the application form

The applicant has satisfactorily completed Event Application Part A

- Yes - proceed
 No - Sponsorship assessment cannot be undertaken until Part A has been satisfactorily been completed

The applicant has completed any outstanding acquittals?

- Yes - proceed
 No - Sponsorship assessment cannot be undertaken until any outstanding acquittals have been satisfactorily completed

Partnership/ Strategy

* indicates a required field

Partnership and Strategy Alignment

Scoring criteria:

Yes = 5 points

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/18 From Kim Usher, Helen Peters and Angela Tough
Form Submitted 5 Feb 2020, 3:13pm AEDT

Somewhat = 2 points

No = 0 points

Does the project specify how it relates to a strategic goal/document? *

- 5
 2
 0

Strategic Goal score *

5

Autocalculated from response above.

Does the applicant provided evidence of significant partnerships, with clearly defined roles? *

- 5
 2
 0

(A partner is someone who is contributing to the project, either by financial means or by in-kind not just providing a letter of support).

Partnership Score *

5

Autocalculated from response above.

Events

How well does this event contribute to developing capacity to add benefit to community and local businesses? (Worth 5 points)

Rating

- 0: Does not develop capacity
- 1: Very minimal impact on the development of capacity; doesn't demonstrate any research/forethought; not likely to promote change
- 2: Minimal impact on the development of capacity; doesn't demonstrate much research/forethought; is possibly likely to promote change
- 3: Reasonable impact on the development of capacity; demonstrates some research/forethought; may promote short term change
- 4: Positive impact on the development of capacity; demonstrates good research/forethought; likely to promote short term change
- 5: Extremely positive impact on development of capacity; demonstrates excellent foresight/research; will promote ongoing and long term change

Event score *

4

Must be a number between 0 and 5.

Notes/ Consideration

Must be no more than 150 words.

Economic Development

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/18 From Kim Usher, Helen Peters and Angela Tough
Form Submitted 5 Feb 2020, 3:13pm AEDT

* indicates a required field

Economic Benefit

How will this event build economic development?

- increased visitor economy
 increased expenditure at local businesses
 none of the above

Number of economic benefit items ticked *

2

Must be a number.

If tick 'none of the above', please mark as zero.

Economic Benefit Score

4

This number/amount is calculated.

Autocalculated from response above. Each tick represents 2 points. If ticked 2 items, then score will be automatically scored 4

Notes/consideration

Must be no more than 150 words

Sponsor Recognition

* indicates a required field

Recognition of Council (5 points)

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

At a minimum the following must be undertaken

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

Rating

- 0: No reference to recognition of Council in application
- 1: less than 2 actions ticked
- 3: all 4 action ticked
- 5: all 4 action ticked plus additional plans to recognized Council as a sponsorship

Recognition of sponsor rating score *

3

a number

9.7.5 Strathbogie Tablelands Action Group
- Request for Sponsorship for Strathbogie Community Engagement Day – 8
March 2020 (cont.)

2019-2020 Sponsorship Program
2019-2020 Sponsorship Assessment Form
Application SP20/18 From Kim Usher, Helen Peters and Angela Tough
Form Submitted 5 Feb 2020, 3:13pm AEDT

Notes/consideration
Must be no more than 150 words

Recommendation

* indicates a required field

Recommendation

Total Score/ 25 *
21

Recommendation *
 Recommended
 Not Recommended
 For further review

Recommended Amount
\$500.00
Must be a dollar amount.
Must be a dollar amount

Recommended Funding conditions
For Council report

Internal Recommendation Comments
Excellent application!
For Council report

Please upload REPLAN

Filename: Strathbogie Community Day Sponsorship request.pdf
File size: 131.4 kB

Assessor Coordinator *
Libby Webster

Date *
05/02/2020
Must be a date

**9.7.6 The Euroa Cup Committee
- Request for Sponsorship for the 2020 Euroa Cup**

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

The Euroa Cup Committee have requested sponsorship of the 2020 Euroa Cup event via email, however no specified amount has been requested to date.

It is recommended that Council consider a sponsorship of \$1,000, based on the Committee's request in 2018.

RECOMMENDATION

That Council sponsor the Euroa Cup 2020 for an amount \$1,000.

Background

In 2018, The Euroa Cup Committee Inc submitted a request for \$5,000 in sponsorship *over a three year period* which would be used to sponsor the children's activities and free bus service from Euroa/Violet Town/Benalla – The Cup event is held in Benalla.

In 2018, Strathbogie Shire Council granted \$2,000 for this event for a one year period only, and in 2019 another sponsorship request was made and Council granted another \$2,000 in sponsorship for the event.

The Euroa Cup was first held in Benalla approximately 22 years ago. Benalla was chosen as there was no suitable racetrack in Euroa township itself. There are approximately 2,000 people who attend mostly from the local region. Many local trainers attend and the races are televised throughout Australia. The Shire has established itself as the 'Thoroughbred Capital of Victoria' and in the past has supported Equine pursuits.

Since 2004, the Council has provided sponsorship to The Euroa Cup for every year that it has run, with the overall amount provided to date totaling \$19,500.00

The author has not prepared a Remplan Tourism Impact Report as there would not be any direct or indirect tourism impact on Strathbogie Shire as the event is being in another Shire.

Alternative Options

The author providing advice in relation to this report has considered potential alternative courses of action, however as the event is not held within the Strathbogie Shire there does not seem to be a feasible alternative other than cash.

9.7.6 The Euroa Cup Committee
- Request for Sponsorship for the 2020 Euroa Cup (cont.)

Risk Management

Sponsorship for this event has been provided by Council since 2004. The decision is for Council, and the risk management factors to consider would be reputational in respect of support or decline.

Strategic Links – policy implications and relevance to Council Plan

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 Sponsorship requests granted this financial year total \$23,941, out of a budget of \$30,000, leaving a remaining amount of \$6,059. There is also an amount of \$2,500 recommended for approval in the February Council meeting leaving a remaining balance of funds in the 2019/2020 Sponsorship budget of \$3,559 should all recommended amounts be granted.

Economic Implications

As this event takes place outside of Strathbogie Shire, 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.

Community Engagement

The author of this report considers that the matter under consideration did not warrant a community engagement process because it is an operational matter.

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020 **- Request for Sponsorship**

Author & Department

Visitor Economy & Events Coordinator / Corporate and Community Directorate

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

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

Summary

GTR Events have requested in-kind sponsorship from Council for the 2020 GoFish Nagambie event to the value of \$15,000. Most of the sponsorship request is in-kind and within current budget allocations. However, the provision of waste services and marketing support both will incur a direct cost to Council totalling \$2,747 as they are services currently provided by a third-party provider.

Based on the Remplan (refer Attachment 1), it is estimated that such an event has the potential to create an additional 69 long term jobs and the gross regional product is estimated to increase by \$13.6 Million – which is significant for the Shire and the region.

Furthermore, it is recommended to commence the process to implement the action plan of *the Sustainable Strathbogrie 2030 - Strategy and Action Plan 2018 – 2022 (SS2030)*. This would be by encouraging the organisers this year to work towards providing alternatives to single use plastics bags and overall waste reduction consistent with the action and objective below from the *SS2030 – Section 9 – A Zero Waste Shire*:

- **Action 4.03:** *Integrate a 'Zero plastic shopping bag & Balloons' policy into the Shire Event Policy and Approvals process with non-destructive alternatives for event organisers.*
- **Economic benefits from resource recovery:** *Sending waste to landfill has the least economic and environmental benefit. While waste disposal costs continue to increase, recycling certain materials has a market value. Separating recyclables for reprocessing into new products presents great opportunities.*

In subsequent years, it is envisaged that GTR Events will work with Council to ensure that this event will become a 'zero-waste event.

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)

RECOMMENDATION

That Council:

1. **provides in-kind sponsorship to GTR Events for the 2020 GoFish Event, to the value of \$15,000;**
2. **notes that the direct third-party costs of \$2,747 for waste services and marketing support is additional to the in-kind sponsorship;**
3. **will work with GTR Events and participants to reduce overall waste and provide alternatives to single use plastics bags where practicable and fully commit to work with Council to implement the objectives of Section 9 of the Sustainable Strathbogrie 2030 – “A Zero Waste Shire”; and**
4. **requests that GoFish provide a briefing of the outcomes of the event at its conclusion.**

Background

GTR Events are proven event managers of large sporting events including Jayco Herald Sun Tour, Tour Tasmania, Equitana and the Byron Bay Bluesfest. In 2019, GTR Events introduced the GoFish Nagambie fishing event over four days, with the Nagambie Lakes Regatta Centre as the Festival Hub and exhibition/entertainment space.

In 2019, the inaugural GoFish Nagambie event attracted over 25,000 visitors who enjoyed the expo, participated in the competition with a prize pool of \$500,000 made up of cash and prizes and enjoyed the experience. The Regatta Centre precinct was transformed into an Event Hub providing a broad display of retail expo, education presentations and gourmet food and beverages to entertain competitors and their families and friends.

For the 2020 GoFish Nagambie event, GTR Events have requested in kind sponsorship in excess of \$15,000 which includes and limited to the following:

- a) Hire of the Nagambie Lakes Regatta Centre including the judges building and facilities from Sunday 29th March to Tuesday 7th April inclusive,
- b) Access to Council owned boat ramps and assistance in preparing ramps and access points,
- c) Boating safety patrol of Nagambie Lakes and Goulburn River during event delivery,
- d) Liaison with Transport Safety Victoria and Goulburn Murray Water,
- e) Event Management support including liaison between GTR and Council (pre and post the event) including assistance with permits,

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)

- f) Access to power and water,
- g) Assistance through the loan of Council's temporary fencing (pending availability),
- h) Assistance with community engagement including the recruitment of volunteers,
- i) Four-day hire of onsite toilet and shower facilities
- j) Access and use of pontoon including assistance in positioning,
- k) Maintenance, cleaning and facility upkeep of the area surrounding the Nagambie Lakes Regatta Centre,
- l) On site visitor information services including usage of marquee, and
- m) Support in preparing the venue and tethering platform for boats.

It should be noted that should Council's temporary fencing be insufficient or not available, this would need to be fully funded by GTR Events. In addition to the in-kind support, GRT events have requested sponsorship for waste and media. These services are currently provided to Council by third party providers and incur direct non-budgeted additional costs to Council. These costs include:

- a) Rubbish bins and additional bulk waste bins including removal of all waste to a total of \$2,060 (approximate costs); and
- b) Marketing and Media support including inclusions onto Council newsletters, social media to a total of \$687.50.

Attachment 2 to this report is the request letter and Remplan report of economic development for the 2020 event for Council consideration.

The Remplan report (Attachment 1) shows that the event will create an additional 69 long term jobs and the gross regional product is estimated to increase by \$13.6 Million – which is significant for the Shire and the region.

Alternative Options

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

- Cash sponsorship
- In kind sponsorship
- *Cash and in-kind sponsorship*

Risk Management

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

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)

Strategic Links – policy implications and relevance to Council Plan

There is no strategic link to the recently developed Council Plan within Council's goals. However, that being noted, the overall Vision for the Council Plan is *"Together we are building a flourishing community"* through our mission of *"To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services"*. In addition, it is recommended that the organisers work to reduce waste consistent with *the Sustainable Strathbogrie 2030, Section 9 – A Zero Waste Shire*.

Best Value / National Competition Policy (NCP) / Competition and Consumer Act 2020 (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 in-kind costs to Council include staff time, contractor time and lost opportunity costs for the potential hire of the Regatta Centre. The cost of the provision of waste services (to the value of \$2,060) and media and marketing support will be funded through the existing Council budget allocation associated with the Nagambie Regatta Centre.

Economic Implications

This event has huge economic benefits and flow on for Nagambie and the wider region, with the potential to attract more than 25,000 people to Nagambie for the weekend in 2020.

Environmental / Amenity Implications

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

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

Attachment 1: Remplan 2020

Attachment 2: Letter of sponsorship request from GRT Events for the 2020 GoFish Nagambie event.

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)

Attachment 1:



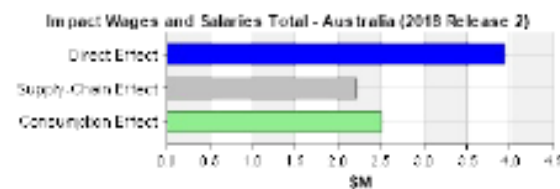
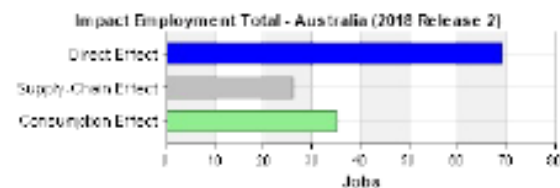
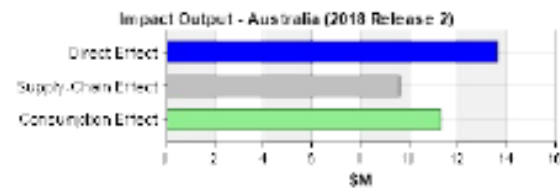
Tourism Impact Summary Report for Australia (Tourism Activity: 3 days)

Tourism Impact Scenario

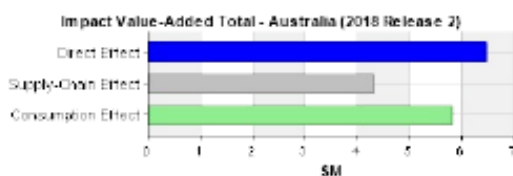
Name	GoFish 2020
Duration	3 days

Direct Impact	Domestic Day	Domestic Overnight	International	Total
Number of Visitors	2,000	23,050	50	25,100
Number of Nights	n/a	3.00	3.00	
Estimated Expenditure per Visitor (\$)	\$108	\$579	\$492	
Total Estimated Expenditure (\$)	\$216,000	\$13,345,950	\$24,600	\$13,586,550

Tourism Impacts



9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)



Under this scenario Gross Regional Product is estimated to increase by \$16.568 million (0.00%) to \$1,847,691.568 million. Contributing to this is a direct increase in output of \$13.587 million, 69 additional jobs , \$3.919 million more in wages and salaries and a boost in value-added of \$6.459 million.

From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to output valued at \$9.587 million, 26 more jobs , \$2.200 million more paid in wages and salaries, and a gain of \$4.303 million in terms of value-added.

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

Impact	Type 1 Multipliers
Output	1.706
Employment	1.377
Wages and Salaries	1.561
Value-added	1.666

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under the scenario are expected to further boost output by \$11.285 million, employment by 35 jobs , wages and salaries by \$2.495 million, and value-added by \$5.805 million.

Under this scenario, total output is expected to rise by \$34.459 million. Corresponding to this are anticipated increases in employment of 130 jobs , \$8.614 million wages and salaries, and \$16.568 million in terms of value-added.

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

Impact	Type 2 Multipliers
Output	2.536
Employment	1.884
Wages and Salaries	2.198
Value-added	2.565

Tourism Impact Summary (Tourism Activity: 3 days)

Impact	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$13.587	\$9.587	\$11.285	\$34.459	1.706	2.536
Long Term Employment (Jobs)	69	26	35	130	1.377	1.884
Wages and Salaries (\$M)	\$3.919	\$2.200	\$2.495	\$8.614	1.561	2.198
Value-added (\$M)	\$6.459	\$4.303	\$5.805	\$16.568	1.666	2.565

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)

Attachment 2:



Thursday 7th February 2020

Ms Julie Salamon
Chief Executive officer
Strathbogrie Shire
109A Binney Street
Euroa Vic 3666

Dear Julie,

I am writing to request the in-kind sponsorship support of Strathbogrie Shire Council for the 2020 GoFish Nagambie event on behalf of GTR Events.

GTR Events has had the honour of working alongside Strathbogrie Shire in the past on a number of events, and it has been a pleasure working with the Strathbogrie team throughout. We would now like to, once again, formalise the relationship between ourselves and the Strathbogrie Shire by formally requesting the councils in kind support for GoFish Nagambie 2020.

GoFish Nagambie continues to be Australia's richest fresh water fishing competition and largest fishing outdoor lifestyle festival. The event will be conducted at the Nagambie Lakes Regatta centre and held over four days (Thursday 2nd - Sunday 5th April 2020), with \$500,000 in cash and prizes up for grabs. GoFish Nagambie is Victoria's ultimate regional fishing and lifestyle destination experience.

GoFish Nagambie will promote regional tourism through event attendance and media coverage. It will also support and promote an all year-round fishing tourism economy across the region and the state.

Additionally, GoFish Nagambie has been designed to position Nagambie Lakes and the Goulburn River as an outstanding location for native fishing in Australia. The event will therefore generate increased visitation to the region all year round as the word spreads about this amazing fishing location in regional Victoria.

With the inaugural event delivering an estimated \$5.6million of tourism economic impact, GTR Event predicts an increased economic benefit to the local economy through the continuation of the event.

We are therefore seeking the Strathbogrie Shire's in-kind support in helping us to conduct the event at the Nagambie Lakes Regatta Centre.

The in-kind sponsorship includes, but is not limited to:

- One week's venue hire of judges building and facilities at Nagambie Lakes Regatta Centre. Ideally, we would like to obtain access to the Regatta Centre from Sunday 29th March to COB Tuesday 7th April, 2020.
- Access to council owned Boat Ramps and assistance in preparing the ramps and access points for the boats to be launched
- Boating safety patrol of Nagambie Lakes and Goulburn River during event delivery
- Liaison with Transport Safety Victoria and Goulburn Murray Water
- Event Management support including liaison between GTR and Council
- Assistance with preparation of applications for relevant permits
- Marketing and Media support including inclusions onto Council newsletters, social media
- Assistance through the loan of available equipment including temporary fencing
- Assistance with community engagement including the recruitment of volunteers
- Rubbish bins and additional bulk waste bins to previous provision – including removal of all waste
- Access to power and water
- Four-day hire of onsite toilet and shower facilities
- Access and use of pontoon including assistance in positioning
- Maintenance, cleaning and facility upkeep of the area surrounding the Nagambie Lakes Regatta Centre
- On site visitor information services including usage of marquee
- Libby Websters time in assisting us
- Brett Fothergills time in supporting the event in preparing the venue and creating a tethering platform utilising the rowing start line pontoon. The platform will be used for competitor's boats.

To the total in kind value of \$15, 000

9.7.7 GoFish Nagambie ~ 3 - 5 April 2020
- Request for Sponsorship (cont.)



The benefits to Strathbogie Shire include, but is not limited to:

- Recognition as the official Host Town/Council of the Event which includes non-exclusive use of the designation "Host Town/Council of GoFish Nagambie"
- Placement of Council logo on marketing collateral and digital assets in line with sponsorship status
- Display of branded signage at media launch and at event
- Council will receive invitations to event VIP hospitality, including the event launch
- Destination advertisement on event website
- Event activation opportunities FOC
- Social Media promotion and opportunity to provide tourism content
- Opportunity to have the Mayor or representatives involved in formalities
- Access to footage for tourism purposes

GoFish Nagambie has been created by GTR Events who will be the managers of the event as well. GTR Events has a long and proud relationship with Strathbogie Shire Council through our extensive cycling portfolio including the Jayco Herald Sun Tour. In 2018 GTR Events merged with Definitive Events and the two organisations now deliver an expanded portfolio which included the inaugural GoFish Nagambie event in 2019.

GTR Events would like to continue the great partnership with Strathbogie Shire Council by inviting Strathbogie to consider this in-kind sponsorship request.

We are looking forward to creating an agreement with Strathbogie Shire for your support. We also hope that this can begin discussions regarding a multi-year agreement for the continued support of GoFish Nagambie.

For more information, please don't hesitate to contact.

Rod Lockwood
Event Director
M: 0421052560
E: rod@gofishnagambie.com.au

Kate Rankin
Business Development Manager
M: 0422 048 445
E: kate@gtrevents.com.au

**9.7.8 Strathbogie Shire Council Audit Committee
- Draft Minutes of the Meeting held on Friday 20 December 2019**

Author / Department

Group Manager, Corporate and Community / Corporate and Community Department

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

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

Summary

Attached are draft unconfirmed Minutes of the Audit Committee meeting held on Friday 20 December.

Amongst items considered by the Committee were:

- Appointment of Committee Chair
- Councillor Expenses Report
- Internal Audit on Project Management
- Rate Arrears
- Budget Timetable
- Risk Management update

It is also noted that a Community Representative on the Audit Committee, Mr Robert Gardner, was the successful candidate in an election countback for the Lake Nagambie Ward following the resignation of Councillor Debra Bower. Mr Gardner was sworn in as a Councillor for the Lake Nagambie Ward on Tuesday 28 January 2020.

Mr Gardner's election as a Councillor has now created a vacancy for a Community representative on Council's Audit Committee. A public notice calling for Expressions of Interest for a Community representative on the Strathbogie Shire Council Audit Committee has since been published in locally circulating newspapers, with a closing date of Friday 28 February 2020.

RECOMMENDATION

1. **That the draft Minutes of the Audit Committee meeting held on Friday 20 December 2019 be received.**
2. **That Council endorse the appointment of Claire Taranto as Chair of the Audit Committee until 31 May 2020.**
3. **That the resignation of Community Representative on the Audit Committee, Mr Robert Gardner, be noted.**
4. **That Recommendations from the Audit Committee be endorsed.**

9.7.8 Strathbogie Shire Council Audit Committee
- Draft Minutes of the Meeting held on Friday 20 December 2019

Background

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

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

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

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.

9.7.8 Strathbogie Shire Council Audit Committee
- Draft Minutes of the Meeting held on Friday 20 December 2019

Legal / Statutory Implications

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

Consultation

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

Attachments

- Draft Minutes of the Strathbogie Shire Council Audit Committee meeting held on Friday 20 December 2019.

Strathbogie Shire Council
Audit Committee Meeting

20 December 2019



STRATHBOGIE SHIRE COUNCIL

Minutes of a Meeting of the Strathbogie Shire Council Audit Committee held on Friday 20 December 2019 in Meeting Room 2 at the Strathbogie Shire Council Offices, commencing at 9.30 a.m.

Committee Members:	Ms Claire Taranto (Chair) - Community Representative
	Mr Mark Freudenstein - Community Representative
	Mr Robert Gardner - Community Representative
	Mr Alister Purbrick - Community Representative
	Cr Amanda McClaren - Council Representative
Officers:	Mr Phil Howard - Acting Chief Executive Officer
	Mr David Roff - Group Manager, Corporate and Community
Internal Auditors:	Mr Brad Ead - AFS & Associates (<i>left meeting at 10.22 a.m.</i>)









External Auditors:

1. Welcome
2. Acknowledgement of Traditional Land Owners
'I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present'
3. Apologies

Cr Graeme Williams	-	Council Representative
Mr Jeff Saker	-	Group Manager Community Assets
Mr Upul Sathurusinghe	-	Manager Finance
Ms Dawn Bray	-	Project Officer, Corporate Governance
Jonathan Kyvelidis	-	Sector Director, Local Government, Victorian Auditor-General's Office
4. Disclosure of Interests
Nil.
5. Confirmation of Minutes
04/20 ALISTER PURBRICK/ROBERT GARDNER : That the Minutes of the Audit Committee meeting held on Thursday 12 September 2019 be confirmed
CARRIED

05/20 ROBERT GARDNER/MARK FREUDENSTEIN : That the Minutes of the Special Audit Committee meeting held on Friday 22 November 2019 be confirmed
CARRIED
6. Business
7. Items raised by Committee Members
8. Next Meeting

REPORTS INDEX

6.	Business	Attachments	Report Page No.
6.1	Board Positions / Appointment of Audit Committee Chair		1
6.2	Councillor Expenses - July – September (Q1) 2019		2
6.3	Acting CEO Expenses		6
6.4	Internal Audit Reports <ul style="list-style-type: none"> - Project Management - Internal Audit Program Status Update - Past Issues - Outstanding Items 	 1433721_2-2019-07 Project Managemen  1431800_1-IA Program Status Upd  Past Issues Review FINAL.pdf  Outstanding Items 2019.pdf	9
6.5	Rate Arrears	 Strategy for outstanding rates α	10
6.6	Budget Timetable	 Budget Key dates.pdf	10
6.7	Risk Management Update		11
6.8	Key Strategic Indicators – Human Resources	 HR 30.08.2019 to 05.12.2019.pdf	11
6.9	VAGO LG monthly Status update	 VAGO LG Monthly Status Update - Dec	12
6.10	Shared Services Update		12
6.11	Investigations / Chief Executive Officer Reports		12

7.	Items Raised by Committee Members		13
8.	Next Meeting		13

6. **BUSINESS**

Due to the nature of the following matter, Claire Taranto vacated the seat as Chair, and the Acting Chief Executive Officer assumed the role of Temporary Chair for the period of consideration and determination of the matter

6.1 **Board Positions / Appointment of Audit Committee Chair**

Council, at its meeting of 19 November 2019, endorsed the appointments of Mr Alister Purbrick and Mr Mark Freudenstein as External Independent members of the Audit Committee, with terms expiring in May 2022.

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

- Ms Clair Taranto May 2020
- Mr Robert Gardner May 2021
- Mr Alister Purbrick May 2022
- Mr Mark Freudenstein May 2022

Councillors are appointed at the Annual Statutory meeting for a 12 month term.

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

At its meeting of 6 July 2018, the Committee recommended the appointment of Claire Taranto as Chair for a 12 month period expiring 30 June 2019. This was subsequently endorsed by Council, at its meeting on 21 August 2018.

With the advent of the VAGO Audit and changes to composition of the Committee, Ms Taranto has remained in the Chair.

The Committee should recommend a Chair until 30 June 2020.

RECOMMENDATION

That be recommended to Council as Chair of the Audit Committee until 30 June 2020.

MARK FRUEDENSTEIN/ROBERT GARDNER –

Amendment:

That Claire Taranto be recommended to Council as Chair of the Audit Committee until 31 May 2020.

Claire Taranto accepted the nomination.

06/20 ON BEING PUT, THE AMENDMENT BECAME THE MOTION

07/20 ON BEING PUT, THE MOTION WAS CARRIED

Claire Taranto assumed the role of Chair for the remainder of the Meeting.

6.2 Councillor Expenses - July – September (Q1) 2019

Author / Department

Project Officer Corporate Governance/Executive Services

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

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

Summary

As part of Council's response to the Victorian Auditor General's Office (VAGO) report on fraud and corruption in local government Council adopted a new Councillor Support, Resources, Reimbursement and Reporting of Expenses Policy at its October 2019 meeting. This followed a review of the draft policy by the Audit Committee.

This new policy clarifies the expenses and costs associated with performing councillor duties that will be either reimbursed or paid directly by Council. It also requires quarterly reporting to the Audit Committee and the subsequent posting of the expenses on Council's website, as part of a best practice approach to transparency around councillor related expenses.

This report seeks the Audit Committee's review and noting of the expenses for the first quarter of the 2019-20 financial year.

RECOMMENDATION

That the Audit Committee:

1. Having reviewed Councillor expenses for 01 July to 30 September 2019, note the reported expenses.
2. Endorse the publication of the Councillor expenses and allowances for 01 July to 30 September 2019 on Council's website.

08/19 *ALISTER PURBRICK/ROBERT GARDNER* : *That the Recommendation be adopted.*

CARRIED

NB: The Audit Committee requested that a narrative for the expenses be included in the report to the next Audit Committee meeting.

Background

The *Local Government Act 1989* (the Act) states that councillors may claim expenses incurred whilst performing official councillor duties relating to travel, child/family care, conferences and training, information technology and communication and car mileage. There are also other costs relating to these expense categories directly incurred by Council (eg purchase of tickets to conferences and training).

6.2 Councillor Expenses - July – September (Q1) 2019 (cont.)

The Local Government (Planning and Reporting) Regulations 2014 (the Regulations) require these five categories of expenses, along with the allowances received by councillors, to be reported to the community and State government via the annual report.

In the absence of advice from the State government and lack of clarity in the Regulations as to what to include in the expense calculations for the annual report, a methodology was prepared by the Project Officer Corporate Governance and referred to AFS and Associates Pty Ltd for review. The methodology was subsequently referred to VAGO for their input, however their letter was a broad response and did not comment on the calculation method.

The VAGO report found that Council had not met the Regulation's requirements in previous annual reports. Actions have now been taken to remedy this, with the Audit Committee reviewing and noting expenses for the 2016-17, 2017-18 and 2018-19 financial years at its 22 November 2019 meeting. These expenses have now been published on Council's website.

In its consideration of the VAGO report, the Audit Committee resolved that a summary of councillor expenses be provided to the Committee. This first quarterly report of expenses is therefore in response to this resolution.

Alternative Options

There are no alternative options in relation to this matter as the requirement to report on councillor expenses is set out in State legislation.

Risk Management

The reporting of Councillor expenses to the Audit Committee is a risk mitigation tool that provides for independent review and monitoring of expenses, ensuring compliance with the Act and community expectations.

Strategic Links – policy implications and relevance to Council Plan

The relevant objectives and actions of the Council Plan (reviewed 2019) relate to the documents attached to this report:

Goal 5: To be a high performing Shire

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

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

There are no implications arising from this report in relation to competition or best value.

Financial / Budgetary Implications

There are no significant financial or budgetary implications arising from this report, although the quarterly review of expenses will allow for more accurate budgeting in future years.

6.2 Councillor Expenses
- July – September (Q1) 2019 (cont.)

Economic Implications

There no significant implications arising from this report in relation to economic development.

Environmental / Amenity Implications

There no implications arising from this report in relation to environmental or amenity impacts.

Community Implications

The collation and publication of Councillor expenses each quarter increases probity, accountability and transparency around how public funds are being spent. Reporting is also a mechanism through which changing community attitudes can be recognised and responded to by Council.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

The annual reporting of Councillor expenses is a statutory obligation under the Act and Regulations. The provision of quarterly reports is above and beyond the statutory requirement.

Consultation

Consultation has been undertaken with Council's internal auditor, AFS & Associates Pty Ltd in relation to the methodology used to categorise expenses.

Attachments

- Councillor expenses and allowances Q1 2019-20

Q1 2019-20	Child-family care	Travel	Car Mileage**	IT and Comms*	Conferences & Training****	Other	Total expenses
Cr Thomson	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mayor McClaren	\$0.00	\$0.00	\$4,071.90	\$154.29	\$454.56	\$0.00	\$4,680.75
Cr Bower	\$0.00	\$0.00	\$724.39	\$39.54	\$0.00	\$0.00	\$763.93
Cr Williams	\$0.00	\$0.00	\$0.00	\$154.11	\$454.56	\$0.00	\$608.67
Cr Mason	\$0.00	\$0.00	\$0.00	\$139.10	\$521.05	\$0.00	\$660.15
Cr Stothers	\$0.00	\$0.00	\$0.00	\$100.35	\$0.00	\$0.00	\$100.35
Cr Little	\$0.00	\$0.00	\$1,190.57	\$142.91	\$533.56	\$0.00	\$1,867.04

IT and Comms*

includes any hardware costs

Car Mileage**

excludes depreciation for Mayoral vehicle
 includes expenditure from Mayor's fuel card from Council's assets system
 excludes \$200 monthly payment from Mayoral allowance as a vehicle contribution

6.3 July – September (Q1) 2019 Acting Chief Executive Officer Purchasing Card Expenses

Author / Department

Project Officer Corporate Governance/Acting Chief Executive's Office

Disclosure of Conflicts of Interest in relation to advice provided in this report
The author of this report and officers providing advice in relation to this report do not have a direct or indirect interest, as defined by the *Local Government Act 1989*.

Summary

As part of Council's response to the Victorian Auditor General's Office (VAGO) report on fraud and corruption in local government Council adopted a Purchasing Card Policy at its October 2019 meeting. This followed a review of the draft policy by the Audit Committee.

The new policy requires the Chief Executive Officer's purchasing card transactions to be reported on a quarterly basis to the Audit Committee as part of a new best practice accountability and public transparency framework.

This report seeks the Audit Committee's review and noting of the Acting Chief Executive Officer's purchasing card expenses for the first quarter of the 2019-20 financial year.

RECOMMENDATION

That the Audit Committee, Having reviewed the Acting Chief Executive Officer's purchasing card expenses for 01 July to 30 September 2019, note the reported expenses.

09/20 MARK FRUEDENSTEIN/ROBERT GARDNER : That the Recommendation be adopted.

CARRIED

Background

The recently adopted Purchasing Card Policy 2019 requires quarterly reporting of expenses on the Chief Executive Officer's purchasing card through the adoption of the new Purchasing Card Policy 2019.

This first quarterly report of the Acting Chief Executive Officer's purchasing card transactions, which are outlined below.

6.3 July – September (Q1) 2019 Acting Chief Executive Officer Purchasing Card Expenses (cont.)

National Australia Bank, 01 Jul 2019 to 30 September 2019						
Posting Date	Tran Date	Employee Surname	Employee Forename	Supplier	Amount AUD	Comment
15-Jul-19	12-Jul-19	Howard	Phillip	Euroa Post Shop	44	Electronic register for Section 173 Agreement with the Titles Office
26-Jul-19	24-Jul-19	Howard	Phillip	Verisign Australia	275	Subscriptions for electronic signatures required for the Planners to use the State Government's SPEAR planning application software
29-Jul-19	29-Jul-19	Howard	Phillip	Account Fees - Cc Fp User Fee	6.82	
23-Aug-19	21-Aug-19	Howard	Phillip	Rydges Melbourne	222.38	Accommodation associated with meetings regarding the Enterprise Bargaining Agreement and Workforce Strategy
28-Aug-19	28-Aug-19	Howard	Phillip	Account Fees - Cc Fp User Fee	6.82	
27-Sep-19	27-Sep-19	Howard	Phillip	Account Fees - Cc Fp User Fee	6.82	
				Debit Total	561.84	
				Credit Total	0	
				Total	561.84	

Alternative Options

There are no alternative options in relation to this matter as the requirement to report on purchasing card expenses is set out under Council Policy.

Risk Management

The reporting of the Chief Executive Officer's purchasing card expenses to the Audit Committee is a risk mitigation tool that provides for independent review and monitoring of expenses and community expectations.

6.3 July – September (Q1) 2019 Acting Chief Executive Officer Purchasing Card Expenses (cont.)

Strategic Links – policy implications and relevance to Council Plan

The relevant objectives and actions of the Council Plan (reviewed 2019) relate to the documents attached to this report:

Goal 5: To be a high performing Shire

Conduct an organisation wide cultural change / innovation program that promotes a “can do philosophy”, continuous improvement processes, culture of collaboration and a willingness to embrace positive change.

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

There are no implications arising from this report in relation to competition or best value.

Financial / Budgetary Implications

There are no significant financial or budgetary implications arising from this report, although it is expected that the public reporting of these expenses will serve to minimise expenditure on the purchasing card.

Economic Implications

There no significant implications arising from this report in relation to economic development.

Environmental / Amenity Implications

There no implications arising from this report in relation to environmental or amenity impacts.

Community Implications

The collation of the CEO's purchasing card expenses each quarter increases probity, accountability and transparency around how public funds are being spent. Reporting is also a mechanism through which changing community attitudes can be recognised and responded to by Council.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

There are no statutory requirements to report on quarterly purchasing card transactions.

Consultation

No consultation has been undertaken in the preparation of this report as it merely relates to factual transactions extracted from the purchasing card system.

Attachments

Nil

6.4 Internal Audit Reports

Four reports are presented for review:

- Project Management
- Internal Audit Program Status Update
- Past Issues
- Outstanding Items

RECOMMENDATION

That the Committee review and note the report on the Internal Audit program.

MARK FREUDENSTEIN/ALISTER PURBRICK –

Amendment:

1. That the Committee review and note the report on the Internal Audit program.
2. That the Committee recommend that an Action Plan is developed for the Project Management Internal Audit Program for endorsement at the February 2020 Ordinary meeting of Strathbogie Shire Council.
3. That the Committee recommend to Council to provide adequate resources to achieve the action of the Internal Audit report and meet all deadlines, as nominated.
4. That the Committee request a presentation from Governance Evaluator at the next meeting of the Audit Committee.
5. That the Committee review and note the outstanding Outstanding Items report from the Group Manager, Corporate and Community.

10/20 *ON BEING PUT, THE AMENDMENT BECAME THE MOTION*

11/20 *ON BEING PUT, THE MOTION WAS CARRIED*

6.5 Rate Arrears

Rates and Charges are the Council's largest single item of revenue and the level of arrears directly impacts Council's Cash Flow and Liquidity ratios. The Audit Committee have previously expressed an interest in understanding more about the level of arrears and recovery processes.

The Finance Manager has prepared the attached Review of Outstanding Rates and Collection Strategy which profiles Council's arrears and proposes action to manage recovery of amounts due.

RECOMMENDATION

That the Committee review and note the Review of Outstanding Rates and Collection Strategy

12/20 ROBERT GARDNER/AMANDA McCLAREN : That the Recommendation be adopted.

CARRIED

6.6 Budget Timetable

Preparation of the 2019/20 Budget has commenced with Officers due to provide first input of data to Finance by 13 December.

The timetable for the process is attached for the Committee's information

RECOMMENDATION

That the timetable be noted.

13/20 AMANDA McCLAREN/ALISTER PURBRICK : That the Recommendation be adopted.

CARRIED

6.7 Risk Management Update

The status of the Risk Management program is as presented to the previous meeting:

- Risk Policy & Enterprise Risk Management Framework pending Council Approval Tuesday 18th June, 2019

Next Steps will then be Strategic Risk Profiling & operational Profiling encompassing:

Facilitate strategic risk workshop

- Review existing Council Plan, objectives, strategic risk register; and
- Facilitate 1x3 hour strategic risk workshop with the EMT to develop strategic risks with corresponding controls.

Facilitate operational risk workshops

- Review existing operational risk register;
- Facilitate 3x3 hour operational risk workshops with functional managers to develop operational risks with corresponding controls.

RECOMMENDATION

That the information be noted.

14/20 MARK FREUDENSTEIN/ROBERT GARDNER : That the Recommendation be adopted.

CARRIED

6.8 Key Strategic Indicators – Human Resources

Attached for Audit Committee members' information are Human Resources Reports to 5 December 2019.

RECOMMENDATION

That these items be noted.

15/20 ALISTER PURBRICK/MARK FREUDENSTEIN : That the Recommendation be adopted.

CARRIED

6.9 VAGO LG monthly Status update

VAGO have provided the latest copy of their Performance Audit Monthly update.

RECOMMENDATION

That the update be noted.

16/20 AMANDA McCLAREN/ALISTER PURBRICK : That the Recommendation be adopted.

CARRIED

6.10 Shared Services Update

An update will be provided on the Shared Services project.

RECOMMENDATION

That the verbal report be noted.

17/20 MARK FREUDENSTEIN/AMANDA McCLAREN : That the Recommendation be adopted.

CARRIED

6.11 Investigations / Chief Executive Officer Reports

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

RECOMMENDATION

That the verbal report be noted.

18/20 ALISTER PURBRICK/AMANDA McCLAREN : That the Recommendation be adopted.

CARRIED

7. Items raised by Committee Members

Mark Freudenstein –

- Municipal Fire Management Plan – has it been updated?

The Acting Chief Executive advised that the MFMP is in the process of being completed.

- Power back-up with essential services in emergency situations.

Noted as a risk.

8. Next Meeting

Is scheduled for Friday 20 March 2020. Please note – this meeting will be held in the Conference Room.

Alister Purbrick will be an apology to attend this meeting, however, will participate by phone.

Forthcoming Meetings (to include review of Draft Budget)

- Friday 20 March 2020 (Conference Room)
- Friday 12 June 2020 (Meeting Room 2)

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11.34 A.M.

Confirmed as being a true and accurate record of the Meeting

.....
Chair

.....
Date

9.7.9 Tender for Longwood-Ruffly Road Safety Upgrade: Contract No. 19-20-06

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

Strathbogie Shire Council invited tenders for the reconstruction of Longwood/Ruffly Road (Ch. 9.8km to Ch.11.6km) Tarcombe.

Eight (8) conforming tenders have been assessed and evaluated by Council Officers and the results are summarised in the table below.

RECOMMENDATION

That Council:

- 1. Awards the tender received from Mawson Construction Pty Ltd of Apollo Drive Shepparton 3632 for Contract 19-20-06 – Longwood-Ruffly Road Reconstruction Project for a total amount of \$711,352.56 excluding GST;**
- 2. Authorise officers to advise the unsuccessful tenderers;**
- 3. Authorises the Chief Executive Officer to execute the contract agreement; and**
- 4. Notes that the contract will commence on 2 March 2020 and the expected completion date is 8 June 2020.**

Background

Last year Council applied for six (6) road safety projects for Round 2 of the Fixing Country Roads Program and was awarded three projects, to which the proposed safety upgrades to Longwood/Ruffly Road was successful.

Tenders were invited from suitably qualified and experienced contractors to undertake Contract 19/20-06 for the Longwood-Ruffly Road Reconstruction Project.

Tenders were invited by advertising on "Tendersearch" via the Council website, and The Age newspaper, Euroa Gazette, Seymour Telegraph and Shepparton News on 12th December 2019.

By close of tenders at 4.00pm on 24 January 2020, eight tenders had been received.

9.7.9 Tender for Longwood-Ruffy Road Safety Upgrade: Contract No. 19-20-06 (cont.)

All tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules. All tender submissions were deemed conforming.

In accordance with the Procurement Policy, the evaluation panel and evaluation criteria weightings were nominated prior to opening. The tenders were assessed by an evaluation panel consisting of the following Strathbogrie Shire Council staff members:

1. Assets Administration Officer,
2. Asset Engineering Officer,
3. Project Engineer, and
4. Manager Infrastructure.

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (40%)

This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of between 40% - 60% is applied.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awarded the highest evaluation score to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.

- Qualifications/Skills and Experience (25%)

Experience in the industry and with Council on similar projects was provided; along with the availability of the skills and resources to complete the project, was assessed in determining the delivery of the project on time and within budget.

- Project Methodology (15%)

The provided schedules, along with the works program, level of experience of the senior staff and the plant and equipment details were assessed.

9.7.9 Tender for Longwood-Ruffly Road Safety Upgrade: Contract No. 19-20-06 (cont.)

- Quality of Submission (15%)

This criterion is required to ensure that each tender mitigates risk from Council and the community. Included within this area, Variation Rates were assessed to ensure that low tenders were not being accepted with extreme variation rates.

- Local Content (5%)

In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally; preference will be given to local suppliers.

Discussion

The final evaluation ranking (including price and non-financial criteria) had Mawson Construction Pty Ltd ranked as highest and as such the panel recommends them as representing the best value outcome for Council. The company is well experienced and capable of completing the contract as required. They are well known in the industry with good references.

Alternative Options

The evaluation panel providing advice in relation to this report has considered potential alternative courses of action and regard their recommendation as providing the best value for money, most benefit to the community and the greatest advantage to Council.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The available notional budget adopted by Council as part of the Capital Works Program for this project was \$1,500,000 and as such the recommendation has no significant financial or budgetary implications for Council or the broader community.

The lower price submitted by the successful Tenderer, allows Council to negotiate the supply of additional drainage, minor tree removal, contract supervision and safety barrier installation works, as specified within Schedule 2 of the Tender Documents, to meet the allocated budget.

9.7.9 Tender for Longwood-Ruffy Road Safety Upgrade: Contract No. 19-20-06 (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.

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

9.7.10 Tender for Construction of Mullers Road: Contract No. 19-20-07

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

Strathbogrie Shire Council invited tenders for the construction of Mullers Road (Nook Road to O'Neils Road) Nagambie.

Ten (10) conforming tenders have been assessed and evaluated by Council Officers and the results are summarised in the table below.

RECOMMENDATION

- 1. Awards the tender received from Jarvis Delahey Contractors Pty Ltd of 295 Doyles Road, Shepparton 3630 for Contract 19-20-07 – Construction of Mullers Road, for a total amount of \$920,675.20 excluding GST;**
- 2. Authorise officers to advice the unsuccessful tenderers;**
- 3. Authorises the Chief Executive Officer to execute the contract agreement; and**
- 4. Notes that the contract will commence on 27 April 2020 and the expected completion date is 25 June 2020.**

Background

Last year Council applied for six (6) road safety projects for Round 2 of the Fixing Country Roads Program and was awarded three projects, to which the construction of Mullers Road was successful.

Tenders were invited from suitably qualified and experienced contractors to undertake Contract 19-20-07 for the construction of Mullers Road (Nook Road to O'Neils Road) Nagambie.

Tenders were invited by advertising on "Tendersearch" via the Council website, and The Age newspaper, Euroa Gazette, Seymour Telegraph and Shepparton News on 12th December 2019.

By close of tenders at 4.00pm on 24 January 2020, ten tenders had been received.

9.7.10 Tender for Construction of Mullers Road: Contract No. 19-20-07 (cont.)

All tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules. All tender submissions were deemed conforming.

In accordance with the Procurement Policy, the evaluation panel and evaluation criteria weightings were nominated prior to opening. The tenders were assessed by an evaluation panel consisting of the following Strathbogie Shire Council staff members:

1. Assets Administration Officer;
2. Asset Engineering Officer;
3. Project Engineer; and
4. Manager Infrastructure.

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (40%)

This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of between 40% - 60% is applied.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awarded the highest evaluation score to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.

- Qualifications/Skills and Experience (25%)

Experience in the industry and with Council on similar projects was provided; along with the availability of the skills and resources to complete the project, was assessed in determining the delivery of the project on time and within budget.

- Project Methodology (15%)

The provided schedules, along with the works program, level of experience of the senior staff and the plant and equipment details were assessed.

9.7.10 Tender for Construction of Mullers Road: Contract No. 19-20-07 (cont.)

- Quality of Submission (15%)

This criterion is required to ensure that each tender mitigates risk from Council and the community. Included within this area, Variation Rates were assessed to ensure that low tenders were not being accepted with extreme variation rates.

- Local Content (5%)

In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally; preference will be given to local suppliers.

Discussion

The final evaluation ranking (including price and non-financial criteria) had Jarvis Delahey Pty Ltd ranked as highest and as such the panel recommends them as representing the best value outcome for Council. The company is well experienced and capable of completing the contract as required. They are well known in the industry with good references.

Alternative Options

The evaluation panel providing advice in relation to this report has considered potential alternative courses of action and regard their recommendation as providing the best value for money, most benefit to the community and the greatest advantage to Council.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The available notional budget adopted by Council as part of the Capital Works Program for this project was \$1,320,000 and as such the recommendation has no significant financial or budgetary implications for Council or the broader community.

The lower price submitted by the successful Tenderer, allows Council to negotiate the supply of additional drainage, minor tree removal, contract supervision and safety barrier installation works, as specified within Schedule 2 of the Tender Documents, to meet the allocated budget.

9.7.10 Tender for Construction of Mullers Road: Contract No. 19-20-07 (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.

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

9.7.11 Tender for Upton Road Safety Upgrade: Contract No. 19-20-08

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

Strathbogie Shire Council invited tenders for the reconstruction of Upton Road (Ch. 3.20km to Ch.3.70km) Avenel.

Six (6) conforming tenders have been assessed and evaluated by Council Officers and the results are summarised in the table below.

RECOMMENDATION

That Council:

- 1. Awards the tender received from Jarvis Delahey Contractors Pty Ltd of 295 Doyles Road, Shepparton 3630 for Contract 19-20-08 – Upton Road Reconstruction Project for a total amount of \$358,485.74 excluding GST;**
- 2. Authorise officers to advice the unsuccessful tenderers;**
- 3. Authorises the Chief Executive Officer to execute the contract agreement; and**
- 4. Notes that the contract will commence on 2 March 2020 and the expected completion date is 27 April 2020.**

Background

Last year Council applied for six (6) road safety projects for Round 2 of the Fixing Country Roads Program and was awarded three (3) projects, to which the proposed safety upgrades to Upton Road was successful.

Tenders were invited from suitably qualified and experienced contractors to undertake Contract 19/20-08 for the Upton Road Reconstruction Project.

Tenders were invited by advertising on “Tendersearch” via the Council website, and The Age newspaper, Euroa Gazette, Seymour Telegraph and Shepparton News on 12th December 2019.

By close of tenders at 4.00pm on 24 January 2020, six (6) tenders had been received.

9.7.11 Tender for Upton Road Safety Upgrade: Contract No. 19-20-08 (cont.)

All tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules. All tender submissions were deemed conforming.

In accordance with the Procurement Policy, the evaluation panel and evaluation criteria weightings were nominated prior to opening. The tenders were assessed by an evaluation panel consisting of the following Strathbogie Shire Council staff members:

1. Assets Administration Officer;
2. Asset Engineering Officer;
3. Project Engineer; and
4. Manager Infrastructure.

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (40%)

This criterion measures the price only – either lump sum or unit rates – submitted by the tenderer. In accordance with Council's Procurement Guidelines, a price weighting of between 40% - 60% is applied.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awarded the highest evaluation score to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.

- Qualifications/Skills and Experience (25%)

Experience in the industry and with Council on similar projects was provided; along with the availability of the skills and resources to complete the project, was assessed in determining the delivery of the project on time and within budget.

- Project Methodology (15%)

The provided schedules, along with the works program, level of experience of the senior staff and the plant and equipment details were assessed.

- Quality of Submission (15%)

This criterion is required to ensure that each tender mitigates risk from Council and the community. Included within this area, Variation Rates were assessed to ensure that low tenders were not being accepted with extreme variation rates.

9.7.11 Tender for Upton Road Safety Upgrade: Contract No. 19-20-08 (cont.)

- Local Content (5%)

In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally; preference will be given to local suppliers.

Discussion

The final evaluation ranking (including price and non-financial criteria) had Jarvis Delahey Pty Ltd ranked as highest and as such the panel recommends them as representing the best value outcome for Council. The company is well experienced and capable of completing the contract as required. They are well known in the industry with good references.

Alternative Options

The evaluation panel providing advice in relation to this report has considered potential alternative courses of action and regard their recommendation as providing the best value for money, most benefit to the community and the greatest advantage to Council.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The available budget adopted by Council as part of the Capital Works Program for this project was \$550,000 and as such the recommendation has no significant financial or budgetary implications for Council or the broader community.

The lower price submitted by the successful Tenderer, allows Council to negotiate the supply of additional drainage, minor tree removal, contract supervision and safety barrier installation works, as specified within Schedule 2 of the Tender Documents, to meet the allocated budget.

Economic Implications

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

Environmental / Amenity Implications

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

9.7.11 Tender for Upton Road Safety Upgrade: Contract No. 19-20-08 (cont.)

Community Implications

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

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

9.7.12 Tender for 2019/20 Upgrade of the Intersection at Shelton-Watson Street, Avenel: Contract No. 19-20-12

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

Strathbogrie Shire Council invited tenders for completion of the Upgrade of the Intersection at Shelton – Watson Street, Avenel.

Three conforming tenders have been assessed and evaluated by Council Officers.

RECOMMENDATION

That Council:

- 1. Awards the tender received from Bitu-Mill Pty Ltd of 1049 Lowrie Road Echuca Vic 3564 for Contract 19-20-12 – Upgrade of the Intersection at Shelton – Watson Street, Avenel for a total amount of \$159,895.00 excluding GST;**
- 2. Authorise officers to advice the unsuccessful tenderers;**
- 3. Authorises the Chief Executive Officer to execute the contract agreement; and**
- 4. Notes that the contract will commence on 16 March 2020 and the expected completion date is 24 April 2020.**

Background

Tenders were invited from suitably qualified and experienced contractors to undertake Contract 19-20-12 for completion of Upgrade of the Intersection at Shelton – Watson Street, Avenel for 2019-20.

Tenders were invited by advertising on “Tendersearch” via the Council website, and The Age newspaper, Euroa Gazette, Seymour Telegraph and Shepparton News on 20 November 2020.

By close of tenders at 4.00pm on 9 December 2019, three (3) tenders had been received.

9.7.12 Tender for 2019/20 Upgrade of the Intersection at Shelton-Watson Street,
Avenel: Contract No. 19-20-12 (cont.)

All tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules. All tender submissions were deemed conforming.

In accordance with the Procurement Policy, the evaluation panel and evaluation criteria weightings were nominated prior to opening. The tenders were assessed by an evaluation panel consisting of the following Strathbogie Shire Council staff members:

1. Assets Administration Officer,
2. Asset Engineering Officer,
3. Project Engineer, and
4. Manager Infrastructure.

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the best value for money, offering the most benefit to the community and the greatest advantage to Council.

The tenders were assessed and evaluated against the following criteria and weightings:

- Tendered Price (40%)

In accordance with Council's Procurement Guidelines, a price weighting of between 40% - 60% is applied.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awarded the highest evaluation score to the lowest priced tender submission. The subsequent tender submissions received reduced evaluation scores based on the percentage difference between them and the lowest priced tender.

- Qualifications/Skills and Experience (25%)

Experience in the industry and with Council on similar projects was provided; along with the availability of the skills and resources to complete the project, was assessed in determining the delivery of the project on time and within budget.

- Project Methodology (15%)

The provided schedules, along with the works program, level of experience of the senior staff and the plant and equipment details were assessed.

9.7.12 Tender for 2019/20 Upgrade of the Intersection at Shelton-Watson Street, Avenel: Contract No. 19-20-12 (cont.)

- Quality of Submission (15%)

This criteria is required to ensure that each tender mitigates risk from Council and the community. Included within this area, Variation Rates were assessed to ensure that low tenders were not being accepted with extreme variation rates.

- Local Content (5%)

In accordance with Procurement Guidelines and being consistent with value for money principles, where different products are of comparable price, quality and equivalent value can be sourced either locally or regionally; preference will be given to local suppliers.

Discussion

The final evaluation ranking (including price and non-financial criteria) had Bitu-Mill Pty Ltd ranked as highest and as such the panel recommends them as representing the best value outcome for Council. The company is well experienced and capable of completing the contract as required. They are well known in the industry with good references. The tenderer provided work schedule to complete this project within 22 days.

Alternative Options

The evaluation panel providing advice in relation to this report has considered potential alternative courses of action and regard their recommendation as providing the best value for money, most benefit to the community and the greatest advantage to Council.

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

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

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

Financial / Budgetary Implications

The original budget allocated within the 2019-20 capital works program for Upgrade of the Intersection at Shelton – Watson Street, Avenel is \$190,000.

9.7.12 Tender for 2019/20 Upgrade of the Intersection at Shelton-Watson Street,
Avenel: Contract No. 19-20-12 (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.

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

9.7.13 Project Management Framework

Author and Department

Group Manager, Community Assets / Community Assets Directorate

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

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

Summary

In October 2019, Council's internal auditors conducted a review of Council's Project Management Framework. The objective of the review was to "*ensure a consistently applied project management framework exists that aligns to best practice and thereby effectively mitigates project risks.*"

The final report made nine (9) recommendations which Council has accepted.

This report identifies how the recommendations may be actioned and the associated timeframes required.

RECOMMENDATION

That Council note and endorse the proposed action plan and timeframes to address and implement the recommendations of the Internal Audit review of the current Project Management Framework.

Background

In October 2019, Council's internal auditors conducted a review of Council's Project Management Framework. The objective of the review was to "*ensure a consistently applied project management framework exists that aligns to best practice and thereby effectively mitigates project risks.*"

As a result of the review, nine (9) recommendations were made to address the following areas for improvement:

1. Project Management Framework
2. Project Prioritisation
3. Project Continuity
4. Project Management Plans
5. Project Risk Management
6. Project Completion
7. Project Management Tools and Documentation Requirements
8. Sourcing and Matching Grant Funding
9. Communications and Engagement Policy

9.7.13 Project Management Framework (cont.)

Council's current Project Management Framework is based on the PMBOK – A Guide to the Project Management Body of Knowledge. In order to implement the recommendations by the 30 June 2020, it is proposed that Council endorses the following two stage action plan:

Stage One

- Maintain the current Project Management Framework (PMF) as an interim framework;
- Establish an internal Project Control Group to review and update the current framework to ensure it is current, understood and used by all staff who have responsibilities in the capital works project management cycle. Components of the review will include (but not limited to) the development of a consistent set of core documents, risk identification and management protocols, internal controls, governance and resourcing;
- Develop a reporting mechanism and program to monitor the status of all projects against time, budget, scope and project risks; and
- Complete by 30 June 2020 for presentation to the Strathbogrie Shire Audit Committee.

Stage Two

- Undertake a whole of organisation Project Management Framework that will support a consistent approach to all projects that council undertakes. It is proposed to adopt a systems approach aimed at enhancing quality, governance and project delivery as well as the development of a detailed forward plan.
- To be completed during the 2020/2021 Financial year.

Alternative Options

The author and other officers providing advice in relation to this report have considered potential alternative courses of action. Officers discussed the proposed option approach with Council's internal auditors, AFS who support this approach.

Risk Management

As highlighted in the Internal Audit Report, the author of this report considers that there is one (1) Major (which would be addressed by adoption of a formal Project Management Framework), five (5) Moderate and three (3) Minor Risk Management factors relating to the report and recommendation. The staged proposed approach will address and mitigate each of the risks identified.

Strategic Links – policy implications and relevance to Council Plan

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

9.7.13 Project Management Framework (cont.)

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

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

Financial / Budgetary Implications

Stage One is to be completed within the 2019/2020 operational budget. Stage Two may require an allocation should external consultants be required to support the work. It is envisaged that more effective project management will assist in delivering deliver projects on time and on budget.

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 revised PMF will include grater communications, community consultation and engagement associated with project implementation and delivery.

Victorian Charter of Human Rights and Responsibilities Act 2006

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

Legal / Statutory Implications

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

Consultation

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

9.7.14 Mid-Year Budget Review 2019/20

Author / Department

Group Manager, Corporate and Community / Corporate and Community Department

Disclosure of Interest

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

Summary

The appended Mid-Year Review shows the following:

Improvement in Operating Result	3,798,949
Add: Non Cash Item	355,400
Less :Increase in Capital Expense	(4,315,307)
Subtotal	(160,958)
Items funded from underspend in 2018/19	44,900
NET IMPACT	116,058

Major reasons for variations are:

Positive variances include:

- Grant funding achieved but not budgeted;
- Grant funding received from Commonwealth Drought funding program;
- Additional Roads To Recovery funding for drought affected Councils;
- Savings in tendering of road rehabilitation and reseals; and
- Labour cost savings due to vacancies in the organisation.

Negative variances include:

- Carried forward expenditure from 2018/19;
- Lining up expenditure on projects with income achieved particularly capital;
- Reduction in expected Interest on Investments due to reduction in interest rates;
- Adjustment to income accrual for Flood claim;
- Reconciliation of funds to be quarantined from income for Euroa Caravan Park for works in accordance with lease agreement; and
- By election in Honeysuckle Creek ward (\$30,000 exclusive if GST).

In relation to the current year, the forecasted operating surplus at the end of the period ending 30 June 2020 is \$4,645,000.

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

As at 30 June 2020 total capital works are expected to be will be \$18,971,000 including committed works.

9.7.14 Mid-Year Budget Review 2019/20 (cont.)

RECOMMENDATION

That Council notes the Mid-Year Review for the period ended 30 June 2020.

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.

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.

9.7.14 Mid-Year Budget Review 2019/20 (cont.)

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

Strathbogie Shire Council	
Budgeted Comprehensive Income Statement	
For Year ended 30 June 2020	
	Forecast Actual
	2019/20
	\$'000
Income	
Rates and charges	19,844
Statutory fees and fines	525
User fees	791
Grants - Operating	3,554
Grants - Capital	8,264
Contributions - monetary	492
Contributions - non-monetary	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	- 567
Other income	364
Total Income	33,267
Expenses	
Employee costs	- 9,916
Materials and services	- 12,506
Bad and doubtful debts	- 1
Depreciation and amortisation	- 5,900
Borrowing costs	- 23
Other expenses	- 276
Total Expenses	- 28,622
Surplus/(deficit) for the year	4,645

Strathbogie Shire Council	
Budgeted Balance Sheet	
For the year ended 30 June 2020	Forecast Actual 2019/20 \$'000
Assets	
Current assets	
Cash and cash equivalents	5,393
Trade and other receivables	2,168
Other financial assets	-
Inventories	5
Non-current assets classified as held for sale	-
Other assets	113
Total current assets	7,679
Non-current assets	
Trade and other receivables	2
Investments in associates and joint ventures	243
Property, infrastructure, plant & equipment	306,086
Investment property	-
Intangible asset	-
Landfill rehabilitation intangible asset	-
Total non-current assets	306,331
Total assets	314,010
Liabilities	
Current liabilities	
Trade and other payables	2,523
Trust funds and deposits	468
Provisions	2,895
Interest-bearing loans and borrowings	86
Total current liabilities	5,972
Non-current liabilities	
Provisions	3,947
Interest-bearing loans and borrowings	157
Total non-current liabilities	4,104
Total liabilities	10,076
Net assets	303,934
Equity	
Accumulated surplus	98,269
Reserves	205,665
Total equity	303,934

Strathbogie Shire Council	
Budgeted Statement of Cash Flows	
For the four years ending 30 June 2024	Forecast Actual 2019/20 \$'000 Inflows (Outflows)
Cash flows from operating activities	
Rates and charges	19,844
Statutory fees and fines	525
User fees	791
Grants - operating	3,553
Grants - capital	8,263
Contributions - monetary	492
Interest received	170
Other receipts	- 28
Net GST refund / payment	1,465
Employee costs	- 10,202
Materials and services	- 12,203
Other payments	- 1,070
Net cash provided by/(used in) operating activities	11,600
Cash flows from investing activities	
Payments for property, infrastructure, plant and equipment	- 21,562
Proceeds from sale of property, infrastructure, plant and equipment	763
Net cash provided by/(used in) investing activities	- 20,799
Cash flows from financing activities	
Finance costs	- 23
Proceeds from borrowings	-
Repayment of borrowings	- 125
Net cash provided by/(used in) financing activities	- 148
Net increase/(decrease) in cash & cash equivalents	- 9,347
Cash and cash equivalents at the beginning of the financial year	14,740
Cash and cash equivalents at the end of the financial year	5,393

Strathbogie Shire Council	
Budgeted Capital Works Statement	
For the year ended June 2020	Forecast Actual 2019/20 \$'000
Property	
Land	-
Land improvements	-
Total land	-
Buildings	2,278
Total buildings	2,278
Total property	2,278
Plant and equipment	
Plant, machinery and equipment	1,330
Fixtures, fittings and furniture	505
Total plant and equipment	1,835
Infrastructure	
Roads	6,938
Bridges	964
Footpaths and cycleways	349
Drainage	967
Recreational, leisure and community facilities	2,374
Waste management	-
Parks, open space and streetscapes	3,165
Aerodromes	-
Off street car parks	-
Other infrastructure	101
Total infrastructure	14,858
Total capital works expenditure	18,971
Represented by:	
New asset expenditure	3,278
Asset renewal expenditure	12,290
Asset expansion expenditure	464
Asset upgrade expenditure	2,939
Total capital works	18,971
Funding sources represented by:	
Grants	6,850
Contributions	111
Council Cash	12,010
Borrowings	-
Total capital works expenditure	18,971

9.7.15 Councillor Representation on Committees

Author & Department

Group Manager Corporate and Community / Corporate and Community Department

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

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

Summary

This report seeks endorsement of representation on Council Committees following the election of Councillor Robert Gardner.

RECOMMENDATION

That Council endorse the following changes:

- 1. Access and Disability Advisory Committee – Councillors Little and Gardner,**
- 2. Nagambie Waterways Committee – now Councillors McClaren and Gardner,**
- 3. Tourism Arts and Culture Advisory Committee – now Councillors McClaren and Gardner,**
- 4. Goulburn Broken Greenhouse Alliance – now Councilor McClaren, and**
- 5. Audit Committee – now Councillors McClaren and Gardner (replacing Councilor Williams)**

Background

Following election of Cr Gardner after the resignation of former Cr Bower, there is a need to fill vacancies formerly occupied by Cr Bower. Also, Cr Williams has indicated a desire to have Cr Gardner replace him as Councillor representative on the Audit Committee.

Alternative Options

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

Risk Management

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

Strategic Links – policy implications and relevance to Council Plan

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

9.7.15 Councillor Representation on Committees (cont.)

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

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

Financial / Budgetary Implications

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

Economic Implications

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

Environmental / Amenity Implications

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

Community Implications

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.

Community Engagement

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

9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES)

Author and Department

Director Innovation & Performance / Innovation and 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 has received a written request from the Victoria State Emergency Service (VICSES) Euroa Volunteer Unit to transfer the land (which includes capital improvements) at 37 Clifton Street, Euroa to the VICSES at a “peppercorn” amount or nil consideration.

A copy of this request is included in this report as *Attachment A*.

This land has been occupied by VICSES under a previous lease agreement with Council since 1 September 2014. This lease was replaced by the current agreement which was executed on 13 November 2018. This lease expires on 31 July 2058. *Refer to “Background” section of this report.*

Under the current lease, Council is responsible for all outgoing, structural repairs and maintenance and thus VICSES suggest in their correspondence that transfer of the land (and buildings) will be a financial benefit to Council in the long term. The market valuation is \$360,000 (land \$165,000). However, VICSES have confirmed they are not able to pay full market value.

The land is a former “Service Station” site which means it could be potentially contaminated (by fuel storage) restricting sensitive uses, e.g. residential development. Transfer of potential contaminated land to a new owner does not completely ensure the liability of that contamination is transferred too.

One of the major considerations of Council is that if the asset is transferred to VICSES it becomes, by default, an asset of the State Government. The State Government will not consider any caveat on title to ensure that the land and buildings would remain in perpetuity as a community or emergency facility asset. Under the *Local Government Act 1989* Council has several obligations to its community including:

- *Role: 3D (c): maintaining the viability of the Council by ensuring that resources are managed in a responsible and accountable manner;*
- *Function 3E (c): providing and maintaining community infrastructure in the municipal district.*

9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (cont.)

The site was purchased with ratepayer funds to support the local VICSES in providing emergency services to our community. To transfer the land and improvements for a "peppercorn" amount or nil consideration to the State Government (via VICSES) would have implications for Council's Balance Sheet and be inconsistent with dot point one above by not managing community resources in a proper accountable manner. In addition; dot point two above supports the Council maintaining community infrastructure which is consistent with the current lease arrangements.

The purpose of the request to transfer ownership is to secure greater tenure for their local units and lessen the recurrent costs of leasing (14 March 2019 correspondence).

Council has recently executed a lease for 40 years with VICSES which will provide long term tenure for the local unit and the lease payment is a "peppercorn" rent amount and therefore does not have any material impact on VICSES' recurrent lease costs. VICSES has acknowledged Strathbogie Shire Council for their support in signing the new lease for 40 years.

Based on the above, it is recommended not to transfer the land and buildings to VICSES as tenure is secured and current arrangements are financially appropriate for both parties.

RECOMMENDATION

That Council directs the Chief Executive Officer to inform Victoria State Emergency Service that Council formerly declines their request to transfer land and improvements at 37 Clifton Street, Euroa into their ownership for reasons outlined in this report.

Background

The subject property has a total land area of 2,202 sqm and is located at 37 – 41 Clifton Street Euroa and comprises the Euroa SES unit being a former garage/service station that has been renovated, extended and converted into offices with drive through vehicle accommodation located about one kilometre south west of the Euroa CBD.

The subject property is contained in certificates of title volume 7655 folio 186 and volume 8599 and folio 933.

The local planning scheme indicates the subject allotment is zoned Commercial 1 and is situated within a Land Subject to Inundation (LSIO). There are no heritage values associated with the property.

Attachment B is a location map of the site.

9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (cont.)

The subject property was purchased by Council on 29 October 2010 and has been developed and used by the VICSES under an agreement with Council since 1 September 2014.

On 16 January 2018, the then CEO of the MAV emailed Council advising that “we have finally reached formal agreement with the State on arrangements for funding of the Victoria State Emergency Services (VicSES) volunteer units”.

The email went on to advise that:

As you would be aware, the State announced through the budget that it will be taking over the operational costs of running VicSES volunteer units, including taking on long-term leases of units located on Council land.

Since that time, MAV, VicSES and Emergency Management Victoria have been negotiating the terms of the new MoU and lease agreements.

The agreement we have reached is outlined below.

- *Councils will no longer be responsible for the SES 50/50 operational funding effective 1 July 2017*
- *Councils will, until a lease is in place with VicSES, retain any current obligations for operational, and maintenance costs around building and services which have been part of ad hoc agreements between local SES services and councils*
- *Lease arrangements with the VicSES are to be on a peppercorn basis with target terms of 40 years or otherwise by negotiation with the SES Head Office.*

As a result of this correspondence the property is currently leased by Council to VICSES for \$1.00 per annum for a period of 40 years, commencing 1 August 2018 and expiring on 31 July 2058.

VICSES pays for telephone usage and public liability. Under the current lease, Council is responsible for all outgoings, structural repairs and maintenance.

A recent independent valuation commissioned by Council has determined the Market Value with Vacant Possession is \$360,000, including a Notional Land Value of \$165,000.

The Market Net Rental Value of the site is \$27,610 per annum exclusive of GST. These figures are based on the Independent Valuer's regard to various recent sales and lease transactions in the region.

During its period of tenancy at the site, VICSES has invested an estimated \$128,700 on works to the buildings and currently has \$16,000 allocated to supply and erect an additional shed with concrete floor and footings on the site.

The reason for the request from VICSES is that they are seeking to assure tenure over these sites in order to give certainty.

9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (cont.)

In accordance with Section 191 of the *Local Government Act 1989*, Council may consider transferring the land currently occupied by VICSES at this location as follows:

LOCAL GOVERNMENT ACT 1989 - SECT 191

Transfer, exchange or lease of land without consideration

(1) *A Council's powers to transfer, exchange or lease any land include the power to do so with or without consideration to—*

(a) *the Crown; or*

(b) *a Minister; or*

(c) *any public body; or*

(d) *the trustees appointed under any Act to be held on trust for public or municipal purposes; or*

(e) *a public hospital within the meaning of the Health Services Act 1988 or other hospital carried on by an association or society otherwise than for profit or gain to the members of the association or society.*

(2) *Any transfer, exchange or lease under this section is valid in law and equity.*

(3) *Sections 189 and 190 do not apply to any transfer, exchange or lease under this section.*

VICSES is a public body for the purposes of section 191. Council is not required to comply with s189 in respect of any transfer of land to VICSES.

Alternative Options

The alternative option is to transfer the land and buildings to VICSES. This is not recommended due to reasons outlined in the summary section of this report.

Risk Management

Given the previous use of this land was as a petrol station it is highly likely that there is some degree of contamination on the site. However, transfer of the land to a new owner does not automatically mitigate full liability of Council.

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

Gifting of this asset purchased for \$180,000 of ratepayer funds in 2010 to a Statutory Authority (State Government) will impact on Council's Balance Sheet and sale potential at market value if the local SES do not require this site in the future.

9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (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

VICSES can continue to provide its service to the Community from this location regardless of whether they own the property or lease the property. However, the asset is community property and therefore Council must include this in their deliberations when assessing the request from VICSES.

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

Any transfer of land and buildings is governed by *the Local Government Act 1989*.

Consultation

There has been no community consultation.

Attachments

Attachment 1: Correspondence from VICSES, 14 March 2019.

Attachment 2: Location map.

9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (cont.)

Attachment 1:

ATTACHMENT A



14 March 2019

VICSES TRIM Reference: CD/19/14811

Attention: Steve Crawcour
Chief Executive Officer
Strathbogie Shire Council
Binney Street
EUROA VIC 3666

Dear Mr Crawcour

Victoria State Emergency Service (VICSES) Euroa Volunteer Unit - Request to Transfer Land at 37 Clifton Street, Euroa

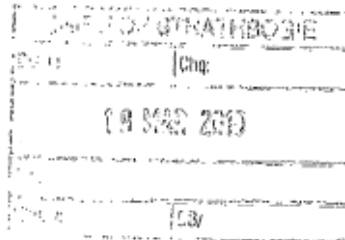
I refer to the recent execution of a 40 year lease of the above site for use and occupation by the Euroa VICSES Unit and thank the Strathbogie Council for their support.

Recognising that local government is not necessarily in the business of providing emergency response services, a number of municipalities across the State have decided to transfer land occupied by VICSES Volunteer Units to VICSES at a peppercorn amount or nil consideration and are in the process of advertising the decision to the local community as required by the *Local Government Act 1989*. Section 191 of the *Local Government Act 1989* permits Councils to transfer land without consideration.

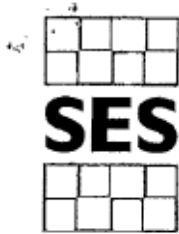
VICSES and the Euroa Volunteer Unit consider the transfer of the land occupied by the Euroa Volunteer Unit to VICSES will provide the best result (financial and non-financial) for Council and the community who rely on the services provided by the Euroa VICSES Unit. VICSES has a long term strategy to own land and associated volunteer units occupying that land as this will provide greater security of tenure and lessen the recurrent VICSES costs of asset ownership compared to leasing.

I would appreciate if the Strathbogie Shire Council would consider transferring the land occupied by the VICSES Euroa Volunteer Unit to VICSES at a peppercorn amount or nil consideration in accordance with section 191 of the *Local Government Act 1989*, having regard for the capital investment made by the VICSES Euroa Volunteer Unit on the site to date and the services provided by this Volunteer Unit to the community. VICSES is not in a position to pay full market value for any land acquisition.

If you require further information or wish to discuss this proposal further, please contact Justine Phelan, Manager Facilities and Capital Works by email: justine.phelan@ses.vic.gov.au or telephone 9256 9139.



9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (cont.)



Yours sincerely

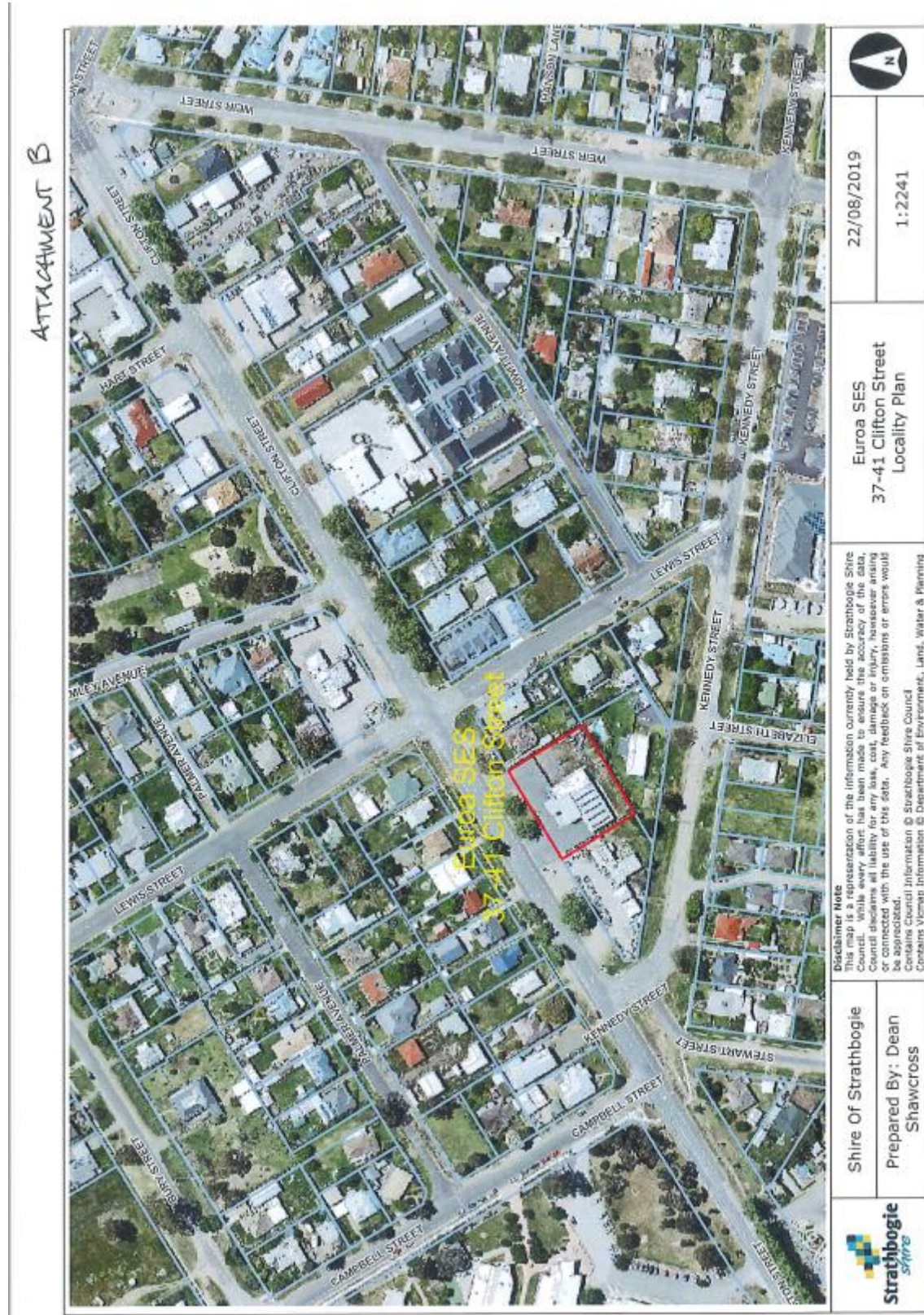
A handwritten signature in black ink, appearing to read 'Stephen Griffin', is written over a light blue horizontal line.

Stephen Griffin
Chief Executive Officer



9.7.16 Consideration of Request to Transfer Land at 37-41 Clifton Street, Euroa, to Victorian State Emergency Service (VICSES) (cont.)

Attachment 2:



9.7.17 Post-traumatic Stress Wellness Centre Feasibility Study

Author & Department

Policy Research and Councillor Support Officer / Innovation and 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

Euroa Health Inc. has written to Council in December 2019 outlining its ongoing commitment to the feasibility study for a Post-Traumatic Wellness Centre and service. However, Euroa Health is not in a position to hold the vacant buildings which were identified by the Working Group as the driver for the project (being the unused Amaroo and Euroaville facilities), due to the following:

- The responsibility to maintain the buildings at substantial cost to Euroa Health.
- Continued utility service costs and connections.
- Insurance and security of the asset.
- Impact on the financial operations as a result of the above.
- Uncertainty of the viability of “re-purposing” the buildings for a Post-traumatic Wellness Centre.
- Euroa Health Inc. is scheduled to undertake community consultation for its next phase of master and strategic planning in early 2020, to identify the needs of the community.

Euroa Health has offered a greenfield site as an alternative to the vacant buildings and are happy to work with the group to progress the project.

Notwithstanding the above and acknowledging the support from Euroa Health, the funding allocation from the Federal Government references the Amaroo and Euroaville vacant buildings. Therefore, the Working Group is recommending to advise the Minister that the grant is to be declined due to re-positioning of the proposed site.

9.7.17 Post-traumatic Stress Wellness Centre Feasibility Study (cont.)

RECOMMENDATION

That Council:

- 1. write to the Hon. Michael McCormack MP, Minister for Infrastructure, Transport and Regional Development, outlining that Council respectfully declines the Australian Government funding commitment of \$50,000 via the Community Development Grants Programme confirmed in January 2020; and**
- 2. generate a joint media release with Euroa Health.**

Background

On Monday 20th January 2020, Council received a letter from Deputy Prime Minister, the Hon. Michael McCormack MP, Minister for Infrastructure, Transport and Regional Development addressed to Mayor Amanda McClaren advising of approved funding of up to \$50,000 exc. GST under the Community Development Grants Programme for the Post-traumatic Stress Wellness Centre Euroa project.

The Wellness Centre Working Group convened on Thursday 30th January 2020, where members reviewed correspondence from Euroa Health Inc. to Strathbogrie Shire Council and discussed the receipt of approval for funding and recommended:

'That the members of the Post-traumatic Stress Wellness Centre Working Group agree that the Federal funding for a feasibility study is no longer appropriate to accept due to changes in Euroa Health Inc.'s strategic long-term vision for the use of Amaroo and Euroaville and other relevant issues. The working group are extremely grateful and appreciative of the opportunity and support that the Hon. Michael McCormack MP and the Department of Infrastructure, Transport and Regional Development has afforded us.'

Alternative Options

The author of this report and other officers providing advice in relation to this report have considered potential alternative courses of action. While it may be possible to apply for a variation of feasibility funding, it is highly unlikely the Federal Department and Minister will agree to this.

Risk Management

Due to the stage of the project, apart from some community disappointment, there are no financial or operational risks identified. However, there may be some residual reputational risks for Council associated with this outcome. It is anticipated that the joint media release may mitigate such risk.

Strategic Links – policy implications and relevance to Council Plan

The Council Plan reference for the Wellness Centre will require renewal.

9.7.17 Post-traumatic Stress Wellness Centre Feasibility Study (cont.)

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

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

Financial / Budgetary Implications

The author of this report considers that the \$20,000 budget line item allocated for the Wellness Centre feasibility study can be referred to the mid-year budget review.

Economic Implications

The author of this report considers no immediate economic implications are relevant in this instance due to the project proposal being pre-feasibility study stage.

Community Implications

A joint media release will be prepared on behalf of Council and Euroa Health.

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

No public consultation will be required, however, a joint media release will be prepared on behalf of Council and Euroa Health.

Attachments

Nil.

9.7.18 Business Management System

The February 2020 Business Management System Report includes reports as follows:-

- Building Department – December 2019 and January 2020 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) – December 2019 and January 2020
- Customer Enquiry Analysis Report – Reports for December 2019 and January 2020
- Waste Management Reporting ~ Year to Date – December 2019 and January 2020
- Actioning of Council Reports Resolutions – Council Meeting 17 December 2019
- Outstanding Actions of Council Resolutions to 31 January 2020
- Review of Council Policies and Adoption of new Policies – January / February 2020
- Record of Assemblies of Councillors
- Record of Minutes of Meetings of Special Committees of Council received in the past month

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

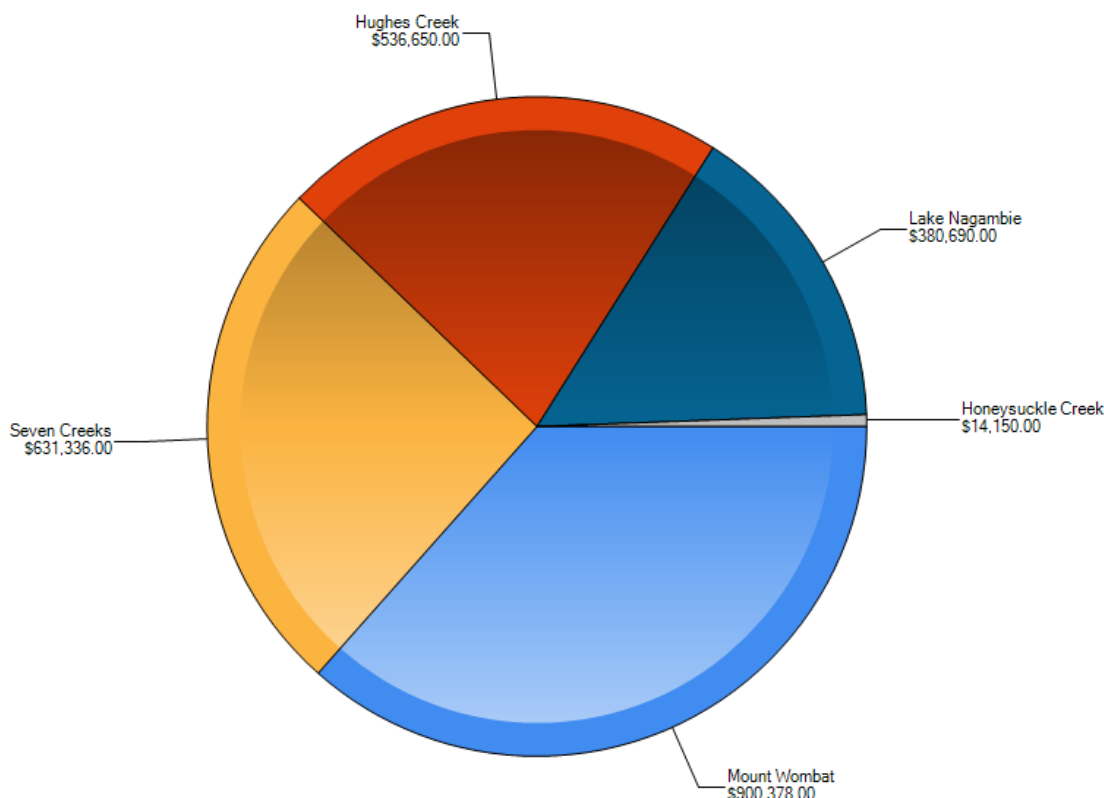
RECOMMENDATION

That the report be noted.

BUILDING ACTIVITY

DECEMBER 2019

Sixteen (16) permits, with a works value of \$2,463,204 were lodged with Council in December 2019. The majority of the permits are for low-value domestic or farm works, with only four permits for proposed dwellings and one permit for the demolition of a fire-damaged chicken shed accounting for 77% of the works value.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
8120689427102	17/12/2019	Construction of	Shed	Boho	\$14,150.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1690862598671	21/11/2019	Alterations & Additions to	Dwelling	Avenel	\$167,800.00
1911532553707	29/12/2019	Construction of	Verandah	Avenel	\$5,000.00
8488800232192	20/12/2019	Construction of	Dwelling	Avenel	\$363,850.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
3704667814493	5/12/2019	Construction of	Shelter	Nagambie	\$3,900.00
382406966885	5/12/2019	Construction of	Carport	Nagambie	\$6,900.00
5602819281775	27/11/2019	Construction of	Shed	Nagambie	\$15,890.00
5784935745734	21/12/2019	Construction of	Shed	Arcadia South	\$9,000.00
8717575705568	12/12/2019	Construction of	Dwelling	Nagambie	\$345,000.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
3051406643975	29/11/2019	Construction of	Shed	Strathbogie	\$12,000.00
6062009646180	16/12/2019	Demolition of	Dwelling	Gooram	\$4,000.00
7434879968532	25/10/2019	Construction of	Dwelling & Garage	Creightons Creek	\$847,378.00
7938206985953	16/12/2019	Construction of	Shed	Strathbogie	\$37,000.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1837668682171	13/12/2019	Alterations & Additions to	Dwelling	Euroa	\$286,055.00
1881720905616/0	11/12/2019	Construction of	Dwelling	Euroa	\$238,321.00
4616152908955	12/12/2019	Demolition of	Shed	Euroa	\$106,960.00



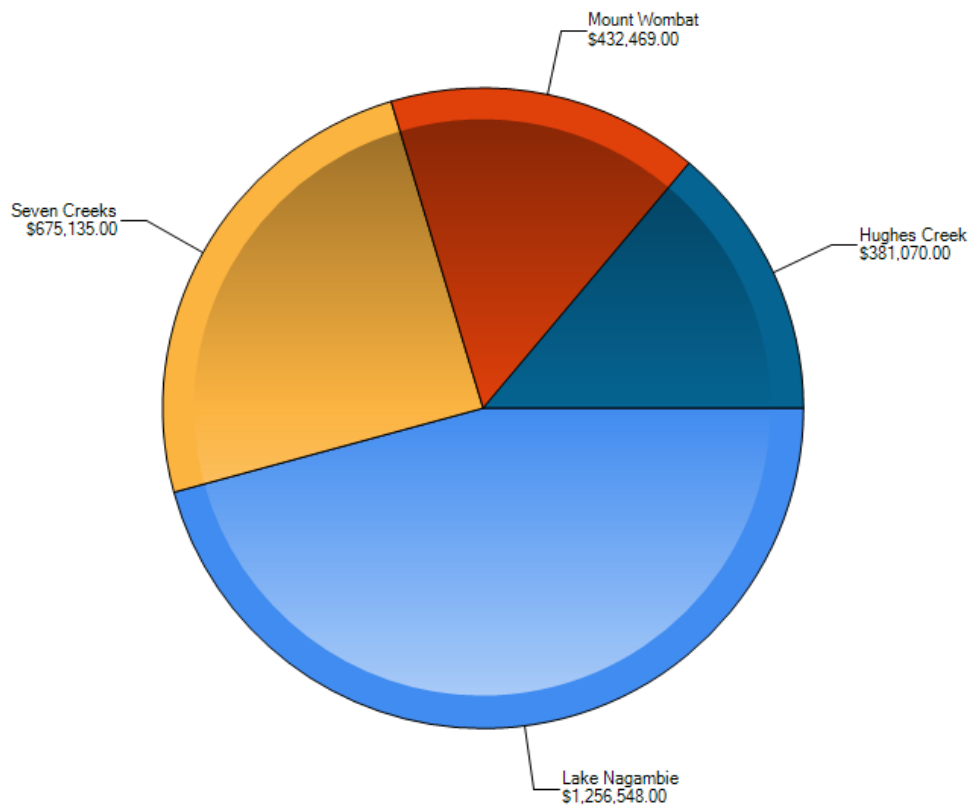
Building Activity for 2019

Ward	Sum number of Lodgements	Sum cost of works	Average number of lodgements per month	Average cost of works per month \$	Average cost of works per permit \$
Honeysuckle Creek	37	\$4,122,855.00	3.08	343,571.25	111,428.51
Hughes Creek	41	\$5,993,188.00	3.42	499,432.33	146,175.32
Lake Nagambie	91	\$14,687,198.00	7.58	1,223,933.17	161,397.78
Mount Wombat	39	\$3,788,414.00	3.25	315,701.17	97,138.82
Seven Creeks	64	\$6,431,539.00	5.33	535,961.58	100,492.80
Total	272	\$35,023,194.00	22.67	2,918,599.50	128,761.74

BUILDING ACTIVITY

JANUARY 2020

Eighteen (18) permits, with a works value of \$2,745,222 were lodged with Council in January. Two projects with significant works value are proposed for public buildings (a new fire station in Nagambie and upgrading essential safety measures at Euroa Secondary College) and the remaining permits are predominantly for residential improvements such as dwelling extensions, pools and sheds.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
Nil	Nil	Nil	Nil	Nil	Nil

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2756086198222	16/01/2020	Construction of	Dwelling	Mangalore	\$191,070.00
9247621880624	23/12/2019	Construction of	Dwelling & Shed	Avenel	\$90,000.00
9980085789682	22/01/2020	Extension to	Dwelling	Longwood	\$100,000.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1210117925088/0	23/01/2020	Extension to	Dwelling	Nagambie	\$71,000.00
3759206432867	12/12/2019	Demolition of	Garage	Nagambie	\$30,000.00
5550972849940	9/01/2020	Construction of	Fire Station	Nagambie	\$1,036,908.00
8643485041992	20/01/2020	Construction of	Swimming Pool	Nagambie	\$118,640.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1267891945907	7/01/2020	Construction of	Swimming Pool	Creightons Creek	\$48,970.00
1612475916785	29/01/2020	Construction of	Shed	Kelvin View	\$28,088.00
1622190756390	16/01/2020	Construction of	Shed	Ruffy	\$60,406.00
6746501158229	9/01/2020	Construction of	Swimming Pool	Creightons Creek	\$63,705.00
8802613789465	8/01/2020	Construction of	Swimming Pool, Swimming Pool Barrier	Kithbrook	\$81,300.00
8886282217792	13/01/2020	Alterations & Additions to	Dwelling	Strathbogie	\$150,000.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2957158484165	14/01/2020	Construction of	Fire safety system	Euroa	\$528,731.00
4015030794678	21/01/2020	Construction of	Deck & Pergola	Euroa	\$7,500.00
4881670121369	24/01/2020	Construction of	Carport	Euroa	\$13,074.00
8987773834499/0	9/12/2019	Construction of	Dwelling	Miepoll	\$113,630.00
9534775147038	29/01/2020	Construction of	Shed	Euroa	\$12,200.00

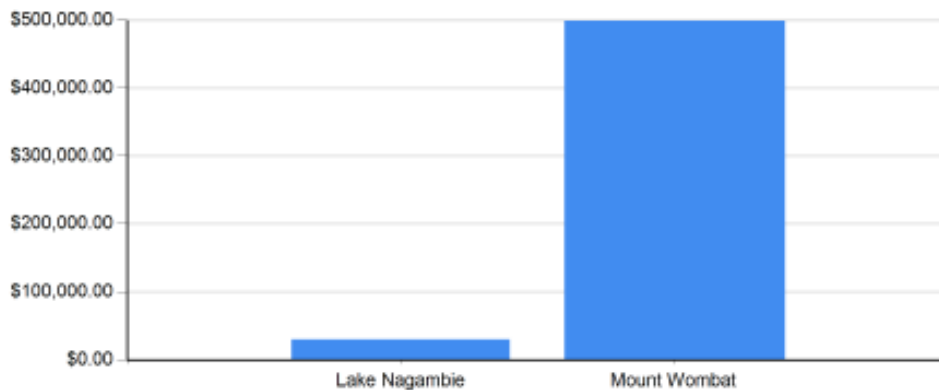
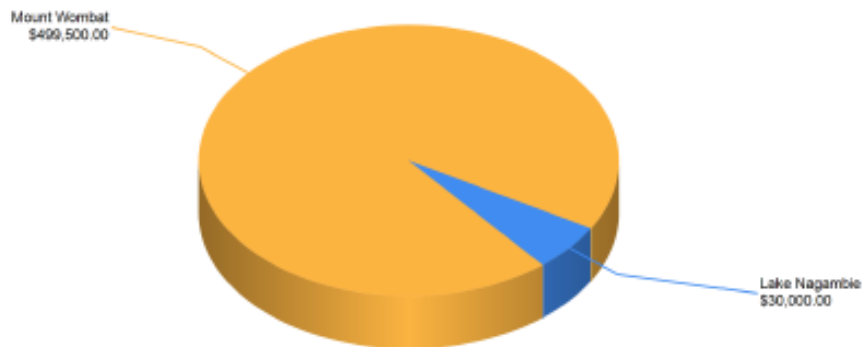
PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
DECEMBER 2019



Planning Applications Determined

December 2019

Lake Nagambie	\$30,000.00
Wahring	\$30,000.00
Mount Wombat	\$499,500.00
Gooram	\$350,000.00
Kelvin View	\$49,500.00
Strathbogie	\$100,000.00
Total Value	\$529,500.00



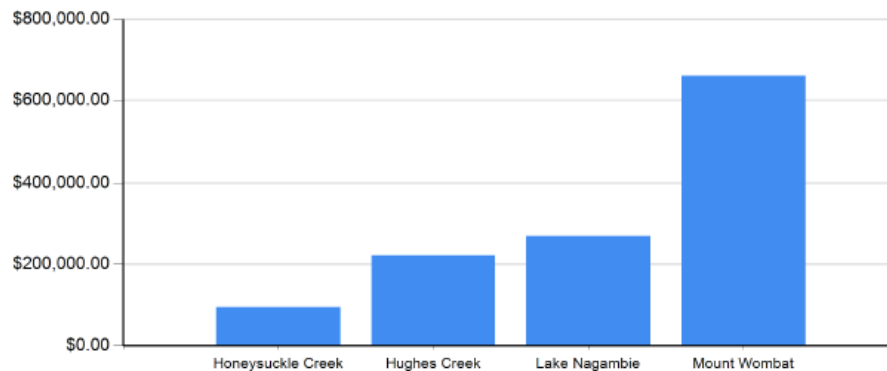
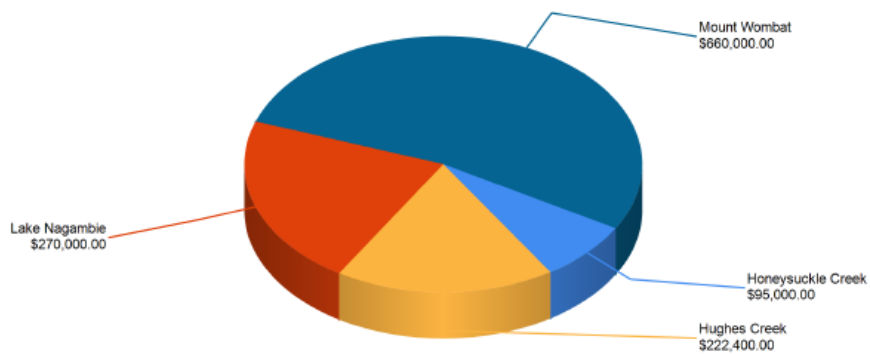
PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
JANUARY 2020



Planning Applications Determined

January 2020

Honeysuckle Creek	\$95,000.00
Violet Town	\$95,000.00
Hughes Creek	\$222,400.00
Avenel	\$220,000.00
Avenel	\$2,400.00
Lake Nagambie	\$270,000.00
Arcadia South	\$250,000.00
Mitchellstown	\$20,000.00
Mount Wombat	\$660,000.00
Sheans Creek	\$410,000.00
Strathbogie	\$250,000.00
Total Value	\$1,247,400.00



CUSTOMER ENQUIRY ANALYSIS REPORT - REPORT FOR DECEMBER 2019



Request Throughput Analysis

01/12/2019 to 31/12/2019

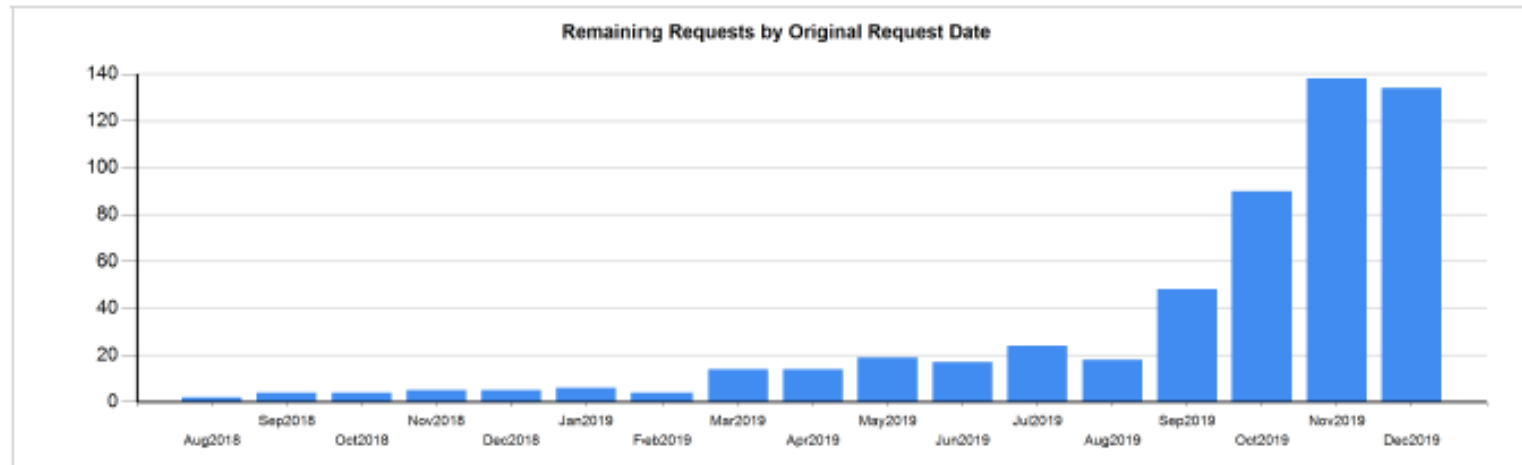
C N	Complete / New	> 80%	50-80%	< 50%
	Overdue / Remaining	< 33%	34-70%	> 70%

Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	Q R	Pending Resources	Service Area Usage
Community Services	5	16	18	3	🟢	0	3	🔴	0	█
Corporate Services	41	38	33	46	🟢	0	46	🔴	0	█
Council Property	60	38	39	59	🟢	4	55	🔴	0	█
Customer Services	45	60	45	60	🟡	0	60	🔴	0	█
Economic Growth	10	164	164	10	🟢	0	10	🔴	0	█
Emergency Management	113	48	65	96	🟢	2	94	🔴	0	█
Other Assets	16	13	11	18	🟢	2	16	🔴	0	█
Public Space Assets	153	32	42	115	🟢	4	111	🔴	28	█
Road Assets	109	35	55	86	🟢	1	85	🔴	3	█
Statutory Services	42	88	112	16	🟢	3	13	🔴	2	█
Waste Management	8	14	18	4	🟢	0	4	🔴	0	█



Service Usage





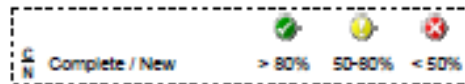
		Community Services	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Other Assets	Public Space Assets	Road Assets	Statutory Services	Waste Management
2018	August								2			
	September		1						1	2		
	October			1					1	2		
	November			1					2	2		
	December		1				1		1	2		
2019	January				1				2	1	2	
	February			1					2	1		
	March			1					6	7		
	April								6	8		
	May		1		1		1	1	8	7		
	June		5	1	2		1		1	6		1
	July		5	3	2		1	2	6	4		1
	August		1	3	2				5	7		
	September		6	10	2		5	2	15	4	3	1
	October		9	9	8	4	26	4	19	10	1	
2019	November		6	13	18	3	38	2	45	10	2	1
	December	3	11	16	24	3	23	7	21	16	10	
Total		3	46	59	60	10	96	18	143	89	18	4

Definitions

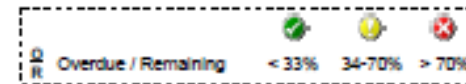
Service Area	Grouping of services by area of responsibility
Existing	Requests open prior to reporting period
New	Requests made during reporting period
Within Time	Remaining Requests where defined deadline is after reporting period
Pending Resources	Requests where additional resources are required to 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

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



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



**CUSTOMER ENQUIRY ANALYSIS REPORT
 - REPORT FOR JANUARY 2020**



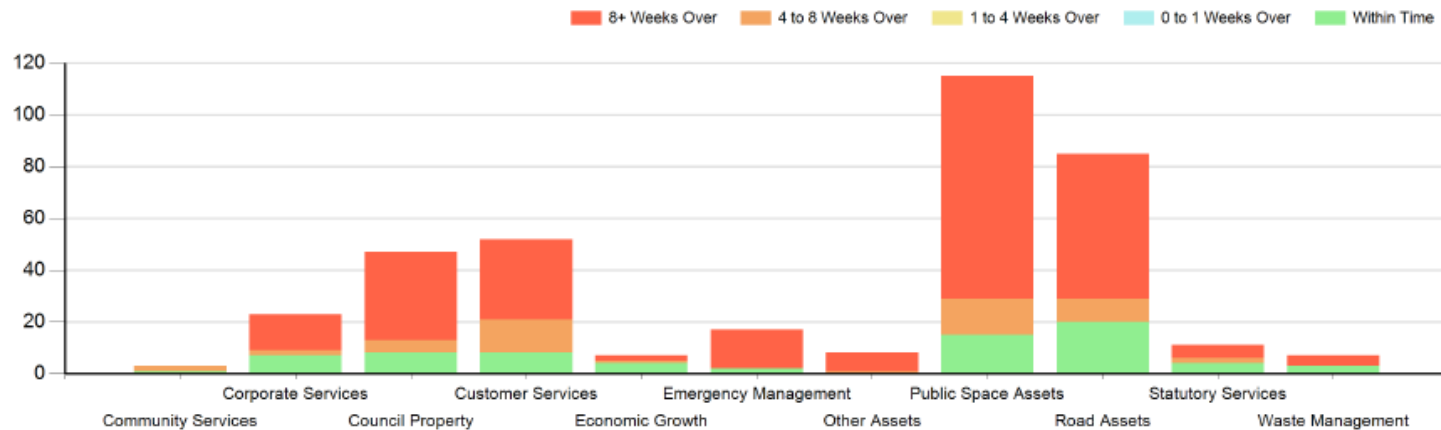
Request Throughput Analysis

01/01/2020 to 31/01/2020

C N	Complete / New	> 80%	50-80%	< 50%
	Overdue / Remaining	< 33%	34-70%	> 70%

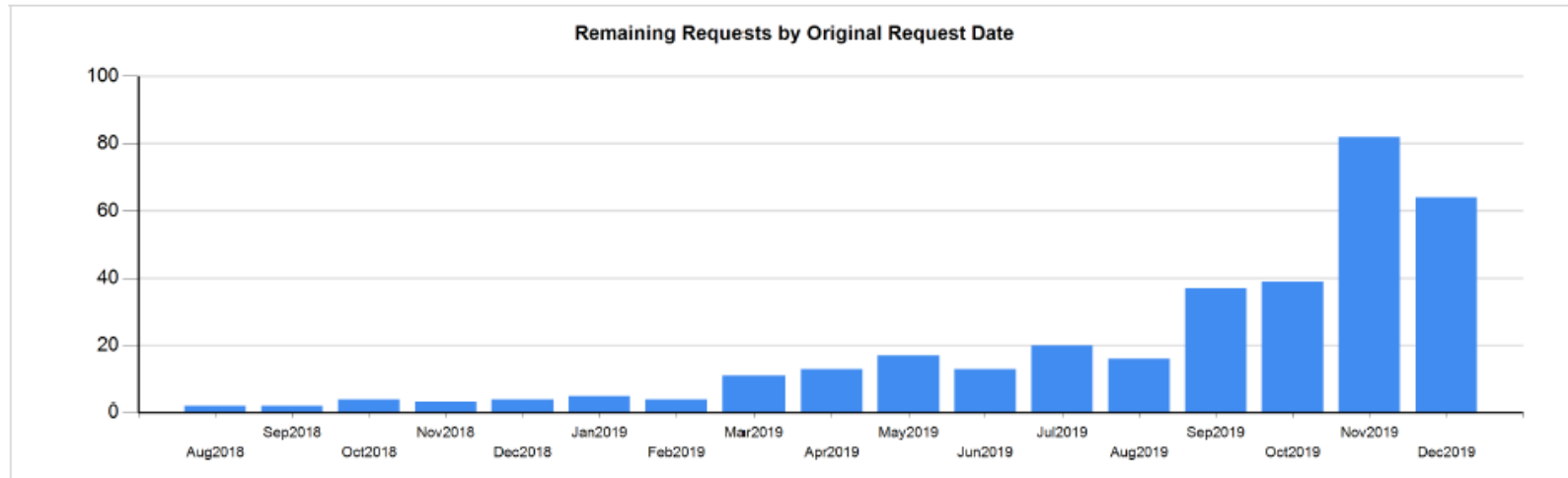
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	3	22	20	5	🟢	1	4	🔴	0	
Corporate Services	46	46	64	28	🟢	7	21	🔴	0	
Council Property	59	40	37	62	🟢	8	54	🔴	0	
Customer Services	61	97	81	77	🟢	8	69	🔴	0	
Economic Growth	10	158	158	10	🟢	4	6	🟡	0	
Emergency Management	96	82	145	33	🟢	2	31	🔴	0	
Other Assets	18	13	16	15	🟢	0	15	🔴	0	
Public Space Assets	143	49	41	130	🟢	15	115	🔴	21	
Road Assets	88	64	41	108	🟡	20	88	🔴	3	
Statutory Services	19	100	98	20	🟢	4	16	🔴	1	
Waste Management	4	15	9	10	🟡	3	7	🟡	0	

Request Ageing



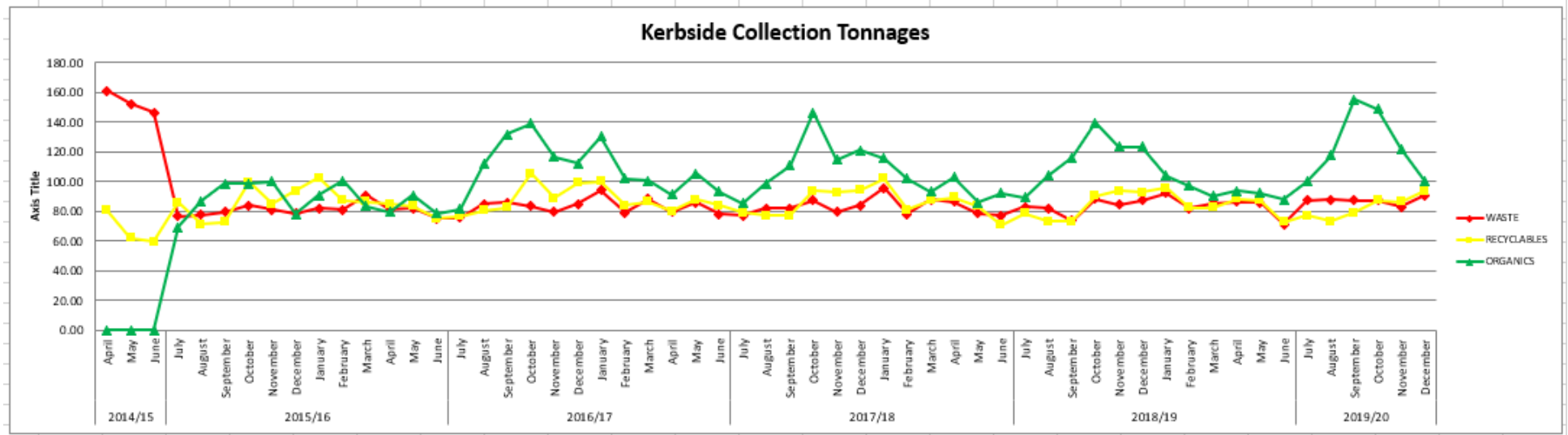
Service Usage

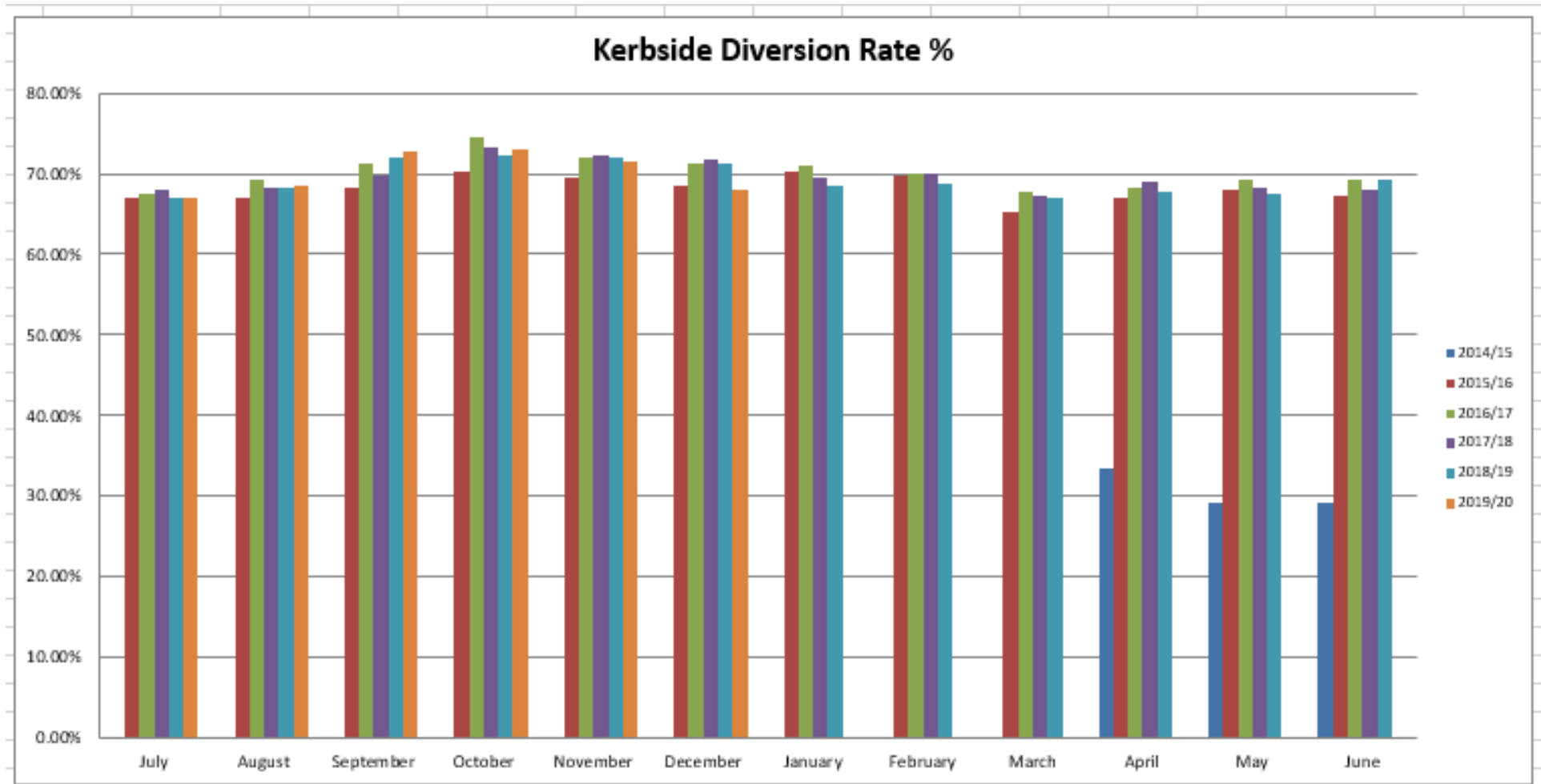


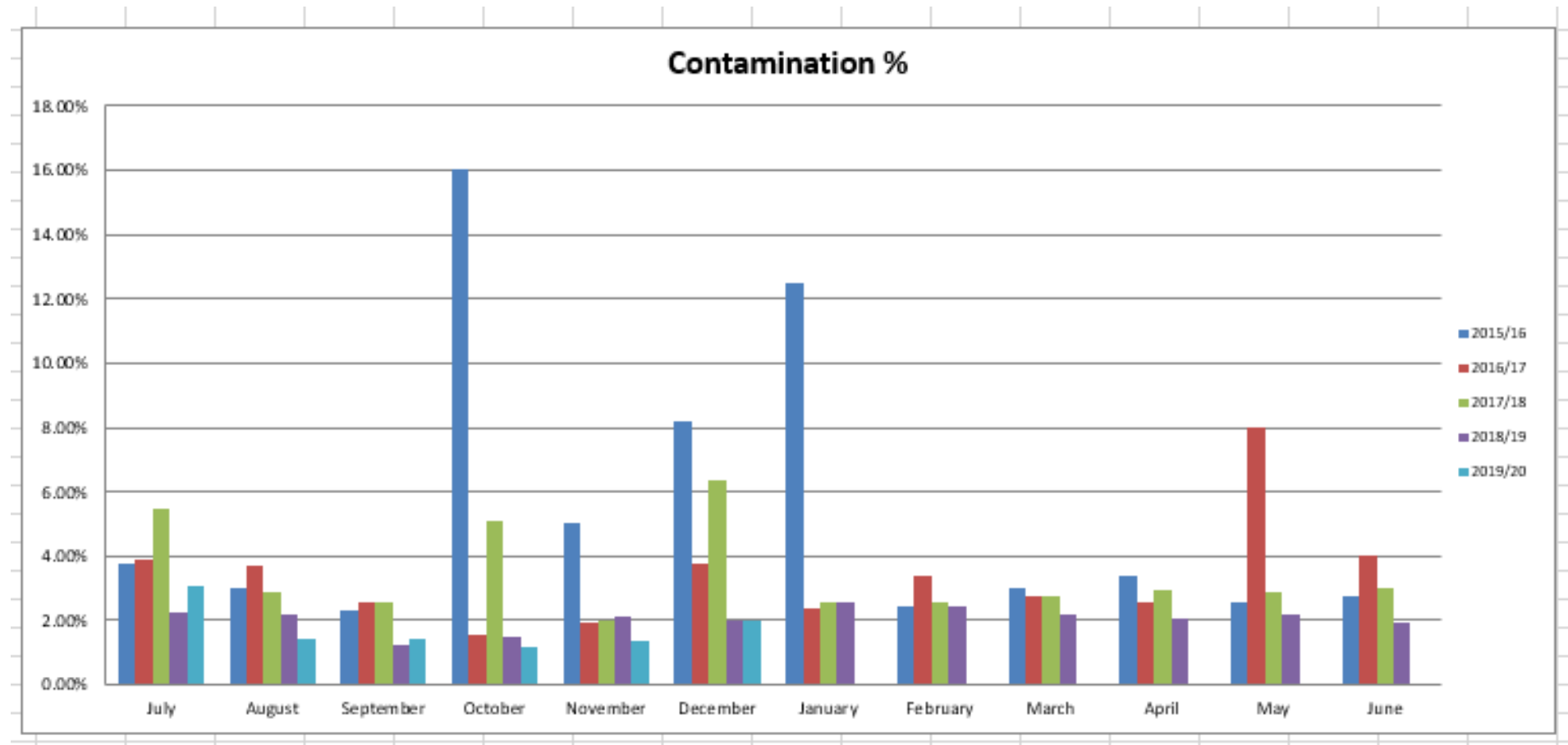


		Community Services	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Other Assets	Public Space Assets	Road Assets	Statutory Services	Waste Management
2018	August								2			
	September		1						1			
	October			1					1	2		
	November								2	1		
	December		1						1	2		
2019	January				1				2		2	
	February			1					2	1		
	March			1					5	5		
	April								6	7		
	May		1		1			1	8	6		
	June		1	1	2		1		1	6		1
	July		3	2	2		1	2	5	4		1
	August			3	2				5	6		
	September		1	8	2		3	2	15	4	1	1
	October		3	6	3	1	2	2	16	5	1	
2019	November		3	11	12	1	8		36	9	1	1
	December	2	2	7	19	1	2	2	16	10	3	
Total		2	16	41	44	3	17	9	124	68	8	4

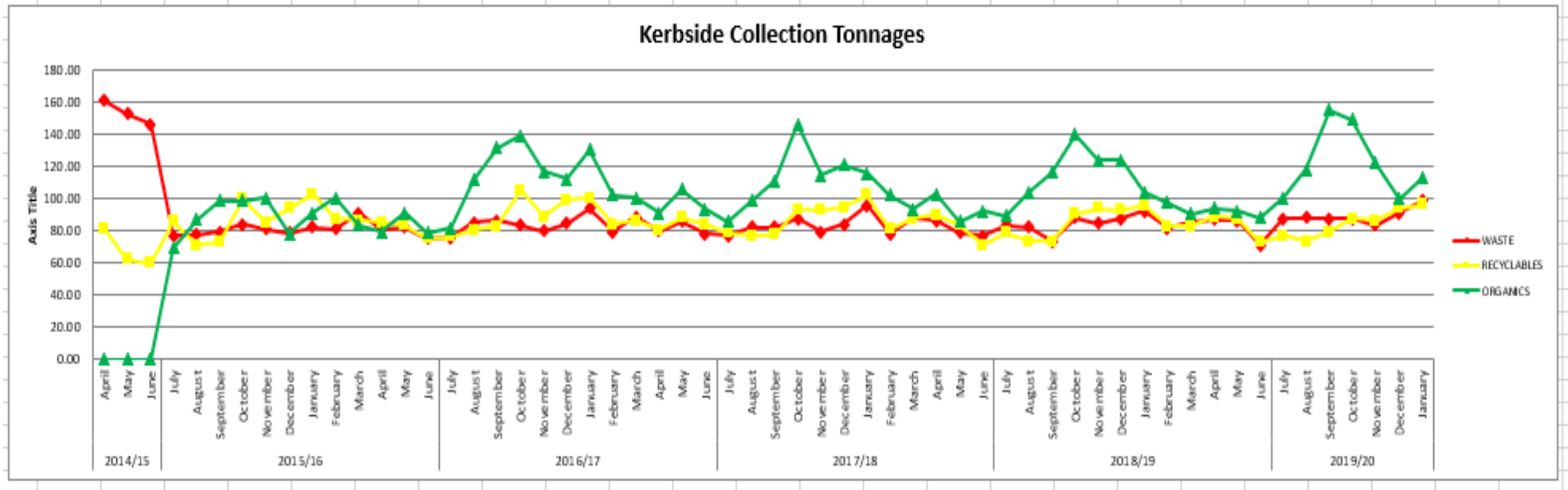
WASTE MANAGEMENT REPORTING
YEAR TO DATE - DECEMBER 2019

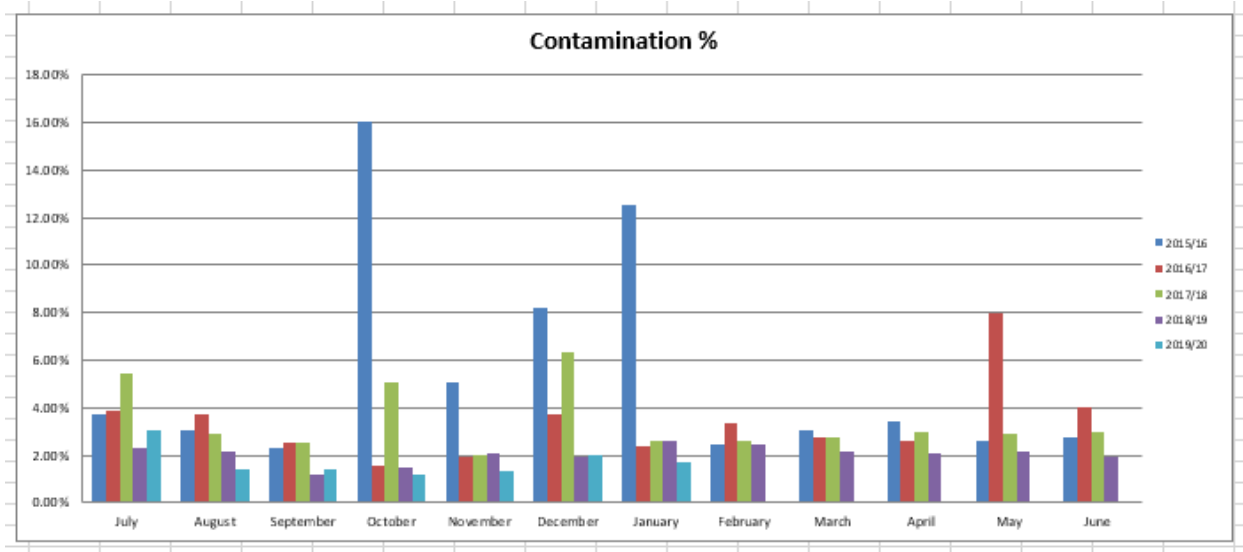
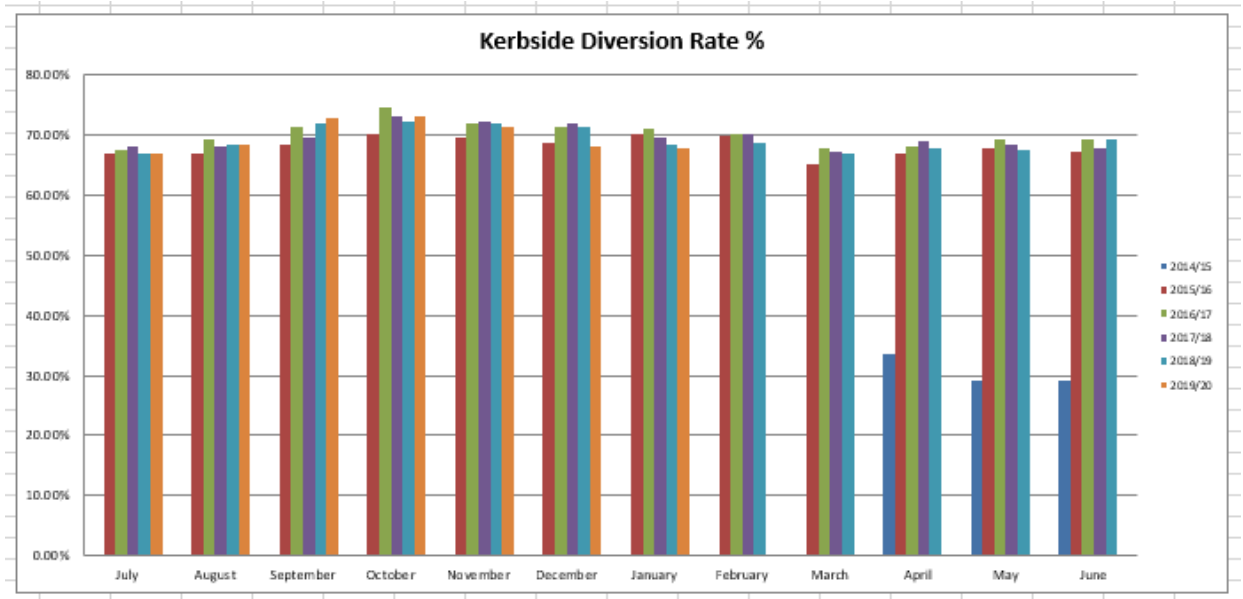




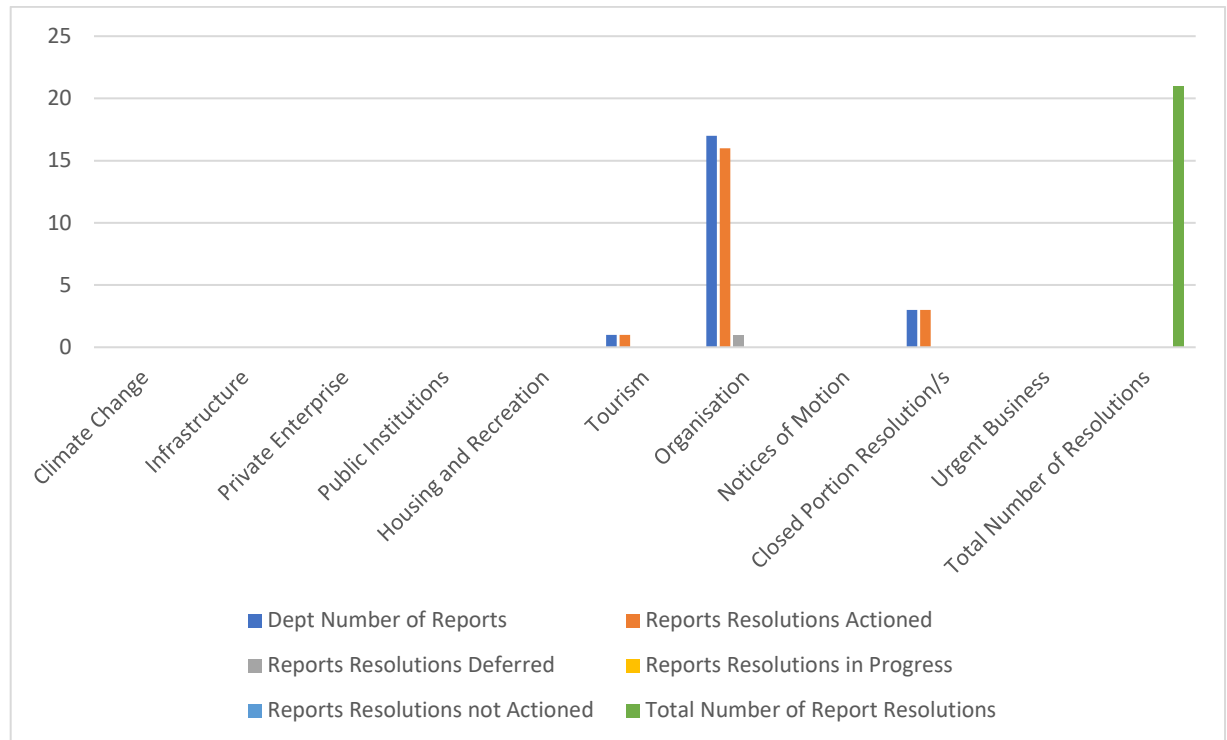


WASTE MANAGEMENT REPORTING
YEAR TO DATE - JANUARY 2020





ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – DECEMBER 2019



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
31 JANUARY 2020**

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 finalized.

Council Meeting Date	Item No.	Description
<i>Nil.</i>		

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

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

RECORDS OF ASSEMBLIES OF COUNCILLORS

For period Wednesday 4 December 2019 to Tuesday 4 February

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 10 December 2019

Time: 11.00 a.m. (for Councillors only discussions)
1.15 p.m. (for AoC)

Attendees:

Councillors

Amanda McClaren

Malcolm Little

John Mason (*left meetings at 4.00 p.m.*)

Alistair Thomson (*attended meetings at 1.15 p.m.*)

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

Councillor Debra Bower

Declarations of Interest

Councillors Discussions

1. Euroa Agricultural Society
2. Information Security Policy
3. Australia Day Nominations
4. Review of Draft December Ordinary Council Meeting Agenda
5. Grant Funding Strategy
6. Review of December Planning Committee Agenda
7. Item/s for Discussion
 - 7.1 Date for first Assembly of Councillors in 2020
 - 7.2 Committees / Boards representations - vacated by Cr Stothers
 - Environment and Sustainable Development Advisory Committee
 - GV Libraries
 - 7.3 Euroa Secondary College Presentation Night
 - 7.4 Australia Day 2020 Events ~ Sunday 26 January 2020
 - 7.5 GoNagambie
 - 7.6 Request for Council to consider penalty for the poisoning of eagles in Violet Town area

8. V/Line Briefing - re: Proposed Closure of Railway Crossing at McDonalds Road, Warring
9. Special Council Meeting
- Receiving / Hearing of Submissions to Proposed Closure of Railway Crossing at McDonalds Road, Warring

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

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

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

Matter No.	Names of Officer/s who disclosed interest	Did the Officer/s leave the 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 17 December 2019

Time: 1.00 p.m. (for Councillors only discussions)
2.00 p.m. (for AoC)

Attendees:

Councillors

Amanda McClaren

Debra Bower

Malcolm Little

John Mason

Alistair Thomson (*left meetings at 3.15 p.m. / returned at 3.55 p.m.*)

Graeme (Mick) Williams (*left meetings at 3.10 p.m. / returned at 4.15 p.m.*)

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 Discussions

Declarations of Interest

2. December Ordinary Council Meeting Agenda Review

3. Planning Agenda Review / Planning Matters

4. Fruit Fly Project – briefing by Ross Abberfield

5. Planning Committee Meeting

6. 2019/2020 Capital Works Program

7. Item/s for Discussion

7.1 ALGA 2020 National General Assembly – Call for Motions

7.2 Advice from MAV – Weed Management / Glyphosate Alternatives Research Project

7.3 Update on potential Nagambie Project

7.4 Euroa RSL Project

7.5 Request from Member for Indi – Priorities for Indi for the 2020-21 Commonwealth Budget

7.6 Request from Charlton Memorial Committee – ANZAC Award Nomination Support Reference

7.7 Australia Day Events at Graytown

7.8 Nagambie Boardwalk Update

- 7.9 Greening Euroa Project
- 7.10 Violet Town RSL Project

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

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

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

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

RECORD OF MEETINGS OF SPECIAL COMMITTEES OF COUNCIL

**Record of Minutes of Meetings received in the December 2019 / January 2020
Period**

Name of Special Committee	Date of Meeting

10. NOTICES OF MOTION

10.1 Notice of Motion – lodged by Councillor Amanda McClaren and Councillor Malcolm Little - Cost of Provision of Services by the Victorian Electoral Commission for the Conduct of the Honeysuckle Creek Ward By-Election

NOTICE OF MOTION – ORDINARY COUNCIL MEETING - 18 FEBRUARY 2020

RECOMMENDATION

“That Council express concern to the Victorian Electoral Commission and Local Government Victoria at the cost impact of a By Election to fill a vacancy in Council’s Honeysuckle Creek Ward, relatively close to the scheduled election for the full Council.”


Councillor


Councillor

Date Tuesday 11th February 2020

Background

Following the resignation of Cr Kate Stothers, the Victorian Electoral Commission has provided timelines which see declaration of the By Election result on 27 March 2020. The VEC has also advised of an estimated cost for the process of \$30,883 (ex GST) which represents the equivalent of about 0.2% of rate revenue.

Council fully supports the need for the Honeysuckle Creek Ward to be represented, hence the conduct of the by-election for that Ward. However, Council raises concern with the cost burden, particularly when taking into consideration the current financial implications of the drought together with the recent fires and storm damage which affected various parts of the Strathbogrie Shire.

The indicative cost to Council for the conduct of the by-election for the Honeysuckle Creek Ward and the forthcoming general Council elections in October 2020 is in the order of \$120,000.

The matter has been raised with Local Government Victoria who have advised:

The Local Government Act 1989 provides that an extraordinary vacancy in a single-member ward must be filled through a by-election, unless the vacancy occurs six months or less before the next general election and the council has not decided to fill the vacancy. The Act also provides that each council is responsible for the reasonable expenses incurred by the Victorian Electoral Commission (VEC) in its conduct of council elections.

I appreciate that the cost of conducting elections can be significant, but note the conduct of elections is a very important feature of the democratic system of local government and is therefore a core part of councils' operations.

I encourage you to raise this matter directly with the VEC if you have continued concerns about the Commission's estimated costings for the council's forthcoming by-election. The government is not proposing to provide funding assistance to councils for the conduct of their elections.

Notwithstanding the advice for Local Government Victoria it is felt that the VEC should be urged to consider any means to reduce the cost of services related to election Services

Conclusion

Notwithstanding the advice from Local Government Victoria, it is felt that the VEC should be urged to consider any means to reduce the cost of services relation to Election Services. Democratic processes such as the election of Councillors is an important feature of civic participation in Australia, however, the unbudgeted cost burden of \$30,883 (ex GST) is significant on a small rural Shire such as ours. We seek our fellow Councillors support to write to the VEC on behalf of our community to highlight the cost impact and seek a reduction in costs of running the by-election.

11. URGENT BUSINESS

12. CLOSURE OF MEETING TO THE PUBLIC

13. CONFIRMATION OF 'CLOSED PORTION' DECISION/S

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