



STRATHBOGIE SHIRE COUNCIL

Notice is hereby given that a Meeting of the Strathbogie Shire Council will be held, virtually, on Tuesday 15 December 2020, commencing at 6.00 p.m.

Chair:	Chris Raeburn (Mayor)	<i>(Honeysuckle Creek Ward)</i>
Councillors:	Laura Binks	<i>(Mount Wombat Ward)</i>
	Reg Dickinson	<i>(Lake Nagambie Ward)</i>
	Sally Hayes-Burke	<i>(Seven Creeks Ward)</i>
	Kristy Hourigan	<i>(Seven Creeks Ward)</i>
	Melanie Likos	<i>(Lake Nagambie Ward)</i>
	Paul Murray	<i>(Hughes Creek Ward)</i>
Officers:	Julie Salomon	Chief Executive Officer (CEO)
	David Roff	Director, Corporate Operations (DCO)
	Amanda Tingay	Director, Community and Planning (DCP)
	Dawn Bray	Executive Manager, Governance and Customer Service (EMGCS)
	Kristin Favaloro	Executive Manager, Communications and Engagement (EMCE)
	Emma Kubeil	Manager, Planning and Investment (MPI)

Until further notice, all meetings conducted by Strathbogie Shire Council will be virtually, and live streamed on our website at www.strathbogie.vic.gov.au. This ensures we are meeting the Victorian Government's COVID-19 social distancing requirements to help keep our communities safe

We encourage all community members to watch the meeting online, given we have had to close the public gallery until further notice following legal advice around how to comply with COVID-19 social distancing rules.

Questions for the Ordinary Council Meeting can still be submitted, and will be read out by the Mayor during the Public Question Time component of the meeting and responded to in the usual way by Councillors and/or Officers. **Questions must be submitted by 12 noon on Tuesday 15 December 2020** by emailing info@strathbogie.vic.gov.au

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 / Leave of Absence
4. Disclosure of Conflicts of Interest
5. Confirmation of Minutes of Previous Meetings
- *Ordinary Council Meeting: Tuesday 20 October 2020*
- *Statutory Council Meeting: Tuesday 17 November 2020*
6. Petitions
7. Reports of Mayor and Councillors and Delegates
8. Public Question Time

Public Question Time will be conducted as per Rule 31 of Strathbogie Shire Council's Governance Rules. 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 and Data Protection Act 2014, only the initials of the person asking the question will be used together with a Council reference number.

The following two questions were lodged on Wednesday 14 October 2020, however, were unable to be considered at the Council meeting held on Tuesday 20 October, due to Public Question Time being suspended during the election caretaker period, as per clause 112.2 of Council's Election Period Policy below -

- *112.2 Public Question Time will be suspended during the election (caretaker) period.*

The questions and officer responses are provided below.

Council Ref: JA: 81/2020

When did advertising "Planning Applications Received" change from the planning meeting agenda list to the Shire website?

A Permit application advertised at 40 River St, Nagambie on Sept 22 - closing date 12 Oct - 8 days before a planning meeting.

Response provided by Acting Director, Community and Planning

This is the closing date for submissions, a full assessment is still required and a Planning Report to be written. It is unlikely at the conclusion of advertising that a decision will be made immediately due to the process involved in assessing an application. An objection can be made up until a decision is made, however an advertising period is required to determine how a permit is decided upon i.e. before Council or under delegation. In general terms, for all applications, should an objection be received, the application is heard before Council, additionally if a recommendation is for refusal of an application it is heard before Council. Should no objections be received for a Planning application, Council Officers are able to issue under delegation.

8. Public Question Time (cont.)

Council Ref: JA: 81/2020 (cont.)

The application is on “Permits Currently Advertised” on Shire website. What criteria is used for advertising on the website and has this been explained to Shire residents before?

Response provided by Acting Director, Community and Planning

Advertising of applications on Council website has just occurred, River Street being the first. As part of notifying affected land owners of an application we provide this website link for them to review the documents in more detail. All applications which require notification will be placed on Council’s website. This forms part of our planning department looking to continually improve processes, by listening to our community and always looking for ways to communicate better. We are happy to hear feedback.

Council Ref: JA: 82/2020

In October 2019 - Nagambie Waterways Committee and Council contracted Wayne Hill from “Life on Water” to undertake a review of speed limits and Zoning on Lake Nagambie and the Goulburn River.

The report was due in September 2020.

How much did the Shire pay for this review and when and where will this report be available.

Response provided by Director, Community Operations

Council advertised Expressions of Interest closing 24 September 2019 to undertake a review of speed limits and zonings on the waterways. A contract was awarded for \$34,036 of which \$25,000 was provided by State Government.

As part of the process community feedback was obtained and an Issues Paper and Risk Document prepared which has been reviewed by the Waterways Committee.

This process has not been finalised as there is a need for the new Council to endorse the Paper, which is expected early in the new year. After that Council will need to formally request Marine Safety Victoria to make rule changes as identified in the document. There will then be broad community consultation and a Final draft of rules, zoning and speed limits endorsed and gazetted. After that Council will need to upgrade signage and buoys, print maps and commence education and compliance. This will be complete by summer 2021/22.

9. Officer Reports
10. Notices of Motion
11. Notices of Rescission
12. Urgent Business
13. Confidential Business

Julie Salomon
CHIEF EXECUTIVE OFFICER

11 December 2020

Council does not generally permit individuals to make audio recordings of meetings. Individuals are required to make a written request addressed to the Council (Director, Corporate Operations) 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 19 January 2021 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.....
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2.....
.....
.....
.....
.....

Name:

Address:

Telephone Number:

Signature: (signature not required if submitted by email)

Date of Ordinary Council Meeting:

Privacy Declaration: Personal information is collected on this form to allow Council to undertake follow-up / response and to confirm identity for future reference where necessary. The questioner's 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 66(2) of the Local Government Act 2020 (the Act)
- (3) Public question time will not exceed in duration any time limit imposed by the Chairperson, in the Chairperson's discretion in order to ensure that Council has sufficient time in which to transact Council business.
- (4) Questions submitted to Council must be:
 - a) in writing, state the name and address of the person submitting the question and generally be in a form approved or permitted by Council; and
 - b) submitted to Council in person or electronically.
- (5) No person may submit more than 2 questions at any 1 meeting.
- (6) If a person has submitted 2 questions to a meeting, the second question:
 - a) may, at the discretion of the Chair, be deferred until all other persons who have asked a question have had their questions asked and answered; or
 - b) may not be asked if the time allotted for public question has expired.
- (7) The Chair, a Councillor or a member of Council staff nominated by the Chair may read to those present at the meeting a question which has been submitted in accordance with this clause.
- (8) Notwithstanding sub-clause (6), the Chair may refrain from reading a question or having a question read if the person who submitted the question is not present in the gallery at the time when the question is due to be read.
- (9) A question may be disallowed by the Chair if the Chair determines that it:
 - a) relates to a matter outside the duties, functions and powers of Council;
 - b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - c) deals with a subject matter already answered;
 - d) is aimed at embarrassing a Councillor or a member of Council staff;
 - e) relates to personnel matters;
 - f) relates to the personal hardship of any resident or ratepayer;
 - g) relates to industrial matters;
 - h) relates to contractual matters that are commercial in confidence;
 - i) relates to proposed developments;
 - j) relates to legal advice;
 - k) relates to matters affecting the security of Council property; or
 - l) relates to any other matter which Council considers would prejudice Council or any person.
- (10) Any question which has been disallowed by the Chair must be made available to any other Councillor upon request.
- (11) All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.
- (12) Like questions may be grouped together and a single answer provided.
- (13) The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.
- (14) A Councillor or the Chief Executive Officer may require a question to be put on notice. If a question is put on notice, a written copy of the answer will be sent within 14 days to the person who asked the question.
- (15) A Councillor or the Chief Executive Officer may advise Council that it is his or her opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or Chief Executive Officer (as the case may be) must state briefly the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.

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	<p><i>APPENDICES DEEMED CONFIDENTIAL IN ACCORDANCE WITH SECTION 66(2)(A) AND PART 1, CLAUSE 3 OF THE LOCAL GOVERNMENT ACT 2020</i></p> <p>(f) <i>personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs</i></p> <p>(g) <i>private commercial information, being information provided by a business, commercial or financial undertaking that—</i></p> <p style="padding-left: 20px;"><i>(i) relates to trade secrets; or</i></p> <p style="padding-left: 20px;"><i>(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage</i></p>		
C.A. 1	(f)	2021 Australia Day Awards – Determination of the Shire-wide Award recipients	
C.A. 2	(g)	Tender for Contract Number 19-20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts	
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9. REPORTS

9.1 **Planning Application No. P2020-094** **- Use and development of land for a dwelling ~ 254 Wood Road, Euroa**

Author: Town Planner

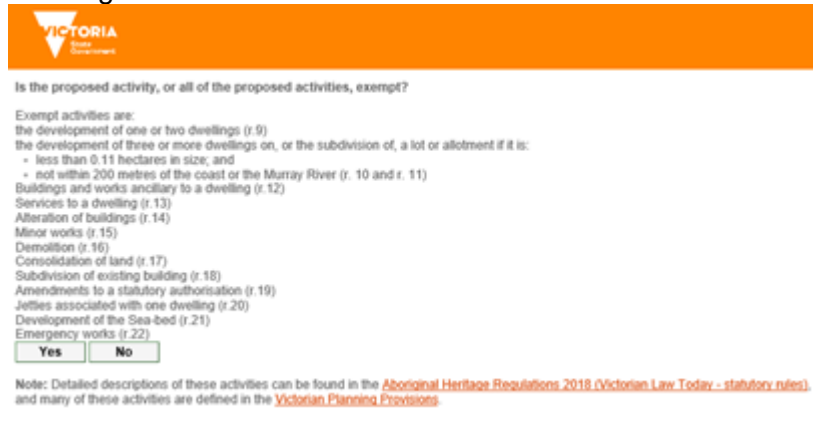
Responsible Director: Director Community and Planning (Acting)

EXECUTIVE SUMMARY

- The proposal is for use and development of a dwelling.
- The application was advertised, and no (0) objections were received.
- The application is being heard before Council due to the proposal being for a dwelling on a lot less than the as of right size (80 hectares) in the Farming Zone.
- The application has not been assessed within the 60-day statutory timeframe due to Council elections. Councils must comply with special arrangements in the lead up to elections. Council has been in Caretaker from Tuesday 22 September to Saturday 24 October.
- The proposal meets the objectives of the Planning Policy Framework, Local Planning Policy Framework and the Farming Zone.
- It is recommended that Council resolve to grant a permit in accordance with the Officer's recommendation.

Application is for:	Use and development of land for a dwelling
Applicant's/Owner's Name:	Troy Spencer Planography Pty Ltd
Date Received:	30 July 2020 Application Received 31 July 2020 Paid 8 September 2020 Further Information Received
Statutory Days:	76
Application Number:	P2020-094
Planner: Name, title & department	Trish Hall Town Planner Planning and Investment Department
Land/Address:	Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3 Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3 254 Wood Road, Euroa
Zoning:	Farming Zone
Overlays:	Bushfire Management Overlay (Part) Land Subject to Inundation Overlay (Part) Floodway Overlay (Part)

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

<p>Is a CHMP required?</p>	<p>No The subject site is within a Culturally Sensitive Area; however, a Cultural Heritage Management Plan is not required for a dwelling.</p> 
<p>Is it within an Open Potable Catchment Area?</p>	<p>No The subject site is not within an Open Potable Water Catchment Area</p>
<p>Under what clause(s) is a permit required? (include description)</p>	<p>Clause 35.07-1 Use of land for a dwelling on a small lot in the Farming Zone Clause 35.07-4 Buildings and works in the Farming Zone associated with a Section 2 Use</p>
<p>Restrictive covenants on the title?</p>	<p>Nil</p>
<p>Current use and development:</p>	<p>Agriculture</p>

RECOMMENDATION

That Council

- ***having Caused notice of Planning Application No. P2020-094 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to grant a permit under the provisions of Clause 35.07 Farming Zone of the Strathbogie Planning Scheme in respect of the land known as Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3 Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3 254 Wood Road, Euroa, for the use and development of land for dwelling, in accordance with endorsed plans, subject to the following conditions:***

Endorsed Plans:

1. ***The development must be sited and constructed in accordance with the endorsed plans. These endorsed plans can only be altered or modified with the prior written approval of the Responsible Authority, or to comply with statutory requirements.***

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

2. ***Prior to the commencement of the use, plans must be submitted to and endorsed by the Responsible Authority, the plans must be generally in accordance with the application. The plans are to include***
 - ***Elevation Plans***

Consolidation:

3. ***Prior to the commencement of buildings and works Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3 and Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3 must be consolidated into one parcel of land to the satisfaction of the responsible authority.***

Section 173 Agreement:

4. ***Prior to the commencement of works a Section 173 Agreement must be entered into at no cost to Council, which ensures the following:***
 - (a) ***Prevent subdivision of the land so as to excise the dwelling***
 - (b) ***Require that the use of the land for a dwelling must be undertaken in accordance with an agricultural use of the property in accordance with the Whole Farm Plan endorsed as part of this permit.***
 - (c) ***The Owner acknowledges and accepts that the possibility of nuisance from adjoining or nearby agricultural operations may occur. The possible off site impacts include but are not limited to dust, noise, odour, waste, vibration, soot, smoke or the presence of vermin, from animal husbandry, animal waste, spray drift, agricultural machinery use, pumps, trucks and associated hours of operation.***

The Section 173 Agreement must be prepared by Council's solicitors, to the satisfaction of the Responsible Authority and must be recorded on the folio of the Register to the subject land pursuant to Section 181 of the Planning and Environment Act 1987.

Engineering Conditions:

Rural Vehicle Crossing Location

5. ***Prior to the commencement of works on site, any new, relocated, alteration or replacement of required vehicular entrances to the subject land from the road shall be constructed at a location and of a size and standard in accordance with the requirements of the relevant Authority and shall be at the applicant's expense. The final location of the crossing is to be approved by the Responsible Authority via a Vehicle Crossing Permit. Reference should be made to Clause 12.9.2 "Rural Vehicle Crossings" of the Infrastructure Design Manual. Refer to standard drawing SD255 for small vehicles or SD265 for large vehicles.***
6. ***The vehicular crossing shall have satisfactory clearance to any power or Telecommunications pole, manhole cover or marker, or street tree and have a minimum of 50mm of gravel from the shoulder to the property boundary.***

- 9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Internal Access Roads

- 7. Prior to the commencement of the use all internal access roads must be constructed, formed and drained to avoid erosion and to minimise disturbance to natural topography of the land to the satisfaction of the Responsible Authority. Internal access, including the turn-around areas for emergency vehicles, must be all weather construction with a minimum trafficable width of 4m.***

Rural Drainage - Works

- 8. All stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge drains to the satisfaction of the Responsible Authority/Goulburn Murray Water or dissipated within the site boundaries. No effluent or polluted water of any type may be allowed to enter the stormwater drainage system.***
- 9. Appropriate steps must be taken to retain all silt and sediment on site during the construction phase to the satisfaction of the Responsible Authority and must be carried out in accordance with Construction Techniques for Sedimentation Pollution Control (EPA publication No. 275, May 1991)***
- 10. Prior to the commencement of any works, the design parameters for any defined watercourse crossing(s), both structural and hydraulic design, shall be approved by the Responsible Authority (GBCMA – Works on Waterways Permit).***

Council's Assets

- 11. Prior to commencement of development, the owner or developer must submit to the Responsible Authority a written report and photos of any prior damage to public infrastructure. Listed in the report must be the condition of kerb & channel, footpath, seal, streetlights, signs and other public infrastructure fronting the property and abutting at least two properties either side of the development. Unless identified with the written report, any damage to infrastructure post construction will be attributed to the development. The owner or developer of the subject land must pay for any damage caused to the Councils assets/Public infrastructure caused as a result of the development or use permitted by this permit.***

Environmental Health Conditions:

- 12. Prior to installation works commencing on the septic tank system, a Permit to Install must be obtained from Council.***

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

- 13. All sewage and sullage waters shall be treated in accordance with the requirements of the Environment Protection Act 1970 and the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891. 4 (2016) and the Responsible Authority. All wastewater shall be disposed of within the curtilage of the land and sufficient area shall be kept available for the purpose of wastewater disposal to the satisfaction of the Responsible Authority. No wastewater shall drain directly or indirectly onto an adjoining property, street or any watercourse or drain to the satisfaction of the Responsible Authority.**
- 14. All wastewater and liquid are to be contained and treated on site by an approved septic tank system or equivalent. The system must be at least 300 metres from potable water supply. The system must be at least 60 metres from any watercourse and/or dam (non-potable water supply) for primary sewage and 30 metres for secondary sewage, on the subject or neighbouring properties, and must meet the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891. 4 (2016).**
- 15. No buildings or works shall occur over any part of the approved waste disposal system including the septic tank in accordance with the requirements of the Environment Protection Act 1970 and the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891.4 (2016).**

General Conditions:

- 16. The external cladding of the proposed buildings, including the roof, must be constructed of new materials of muted colours to enhance the aesthetic amenity of the area. Material having a highly reflective surface must not be used.**
- 17. The amenity of the area must not be detrimentally affected by the use, through the:**
 - (a) Appearance of any building, works or materials.**
 - (b) Transport of materials, goods or commodities to or from the land;**
 - (c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit or oil;**
 - (d) Presence of vermin, and;**
 - (e) Others as appropriate.**

Goulburn Broken Catchment Management Authority

- 18. The finished floor level of the proposed dwelling must be constructed at least 300 millimetres above the 100-year ARI flood level of 162.4 metres AHD, i.e. 162.7 metres AHD, or higher level deemed necessary by the responsible authority.**

- 9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Bushfire Protection Measures:

Water Supply

19. A minimum of 10,000 litres of effective water supply for firefighting purposes must be provided which meets the following requirements:

- **Be stored in an above ground water tank constructed of concrete or metal.**
- **Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosive resistant metal.**
- **Include a separate outlet for occupant use.**
- **Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.**
- **Be located within 60 metres of the outer edge of the approved building.**
- **The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed.**
- **Incorporate a separate ball or gate valve (British Standard Pipe (BSP 65 millimetre) and coupling (64-millimetre CFA 3 thread per inch male fitting).**
- **Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling)**

Access

20. Access for fire-fighting purposes must be provided which meets the following requirements:

- **All weather construction.**
- **A load limit of at least 15 tonnes.**
- **Provide a minimum trafficable width of 3.5 metres**
- **Be clear of encroachments for at least 0.5 metre on each side and at least 4 metres vertically.**
- **Curves must have a minimum inner radius of 10m.**
- **The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.**
- **Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.**

Permit Expiry:

21. This permit will expire if one of the following circumstances applies:

- (a) The development is not started within two (2) years of the date of this Permit,**
- (b) The development is not completed within four (4) years of the date of this Permit.**

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

The Responsible Authority may extend the periods referred to if a request is made in writing:

- ***before the permit expires; or***
- ***within six months afterwards if the use or development has not yet started; or***
- ***within 12 months after the permit expiry date, where the development allowed by the permit has lawfully started before the permit expires.***

Planning Notes:

- ***This Permit does not authorise the commencement of any building construction works. Before any such development may commence, the Applicant must apply for and obtain appropriate Building approval.***
- ***This Permit does not authorise the removal of any native vegetation including for access. Before any such works may commence, the Applicant must apply for and obtain appropriate Planning approval.***
- ***This Permit does not authorise the creation of a new access way/crossover. Before any such development may commence, the Applicant must apply for and obtain appropriate approval from Council.***
- ***A High Risk Template - Land Capability Assessment must be provided to determine if wastewater can be contained on site before any further comment can be made by the Environmental Health Unit. The land is subject to an inundation overlay (LSIO).***

Goulburn Broken Catchment Management Authority Notes:

- ***The Authority's best estimate of the 100-year ARI flood level for the location described above is 162.4 metres AHD, which was established from Euroa Post Flood Mapping and Intelligence Project (2015).***
- ***Based on the available ground surface level information, flood depths of up to 0.2 metres at the location of the proposed dwelling are expected during a 100-year ARI (1% AEP) type flood event. Flood depths in the order of 0.2 to 0.9 metres are likely along Wood Road during the same flood event, with the deepest water present where Castle Creek crosses Wood Road. Please note that the 100-year ARI flood is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 100-year ARI flood, may occur in the future.***

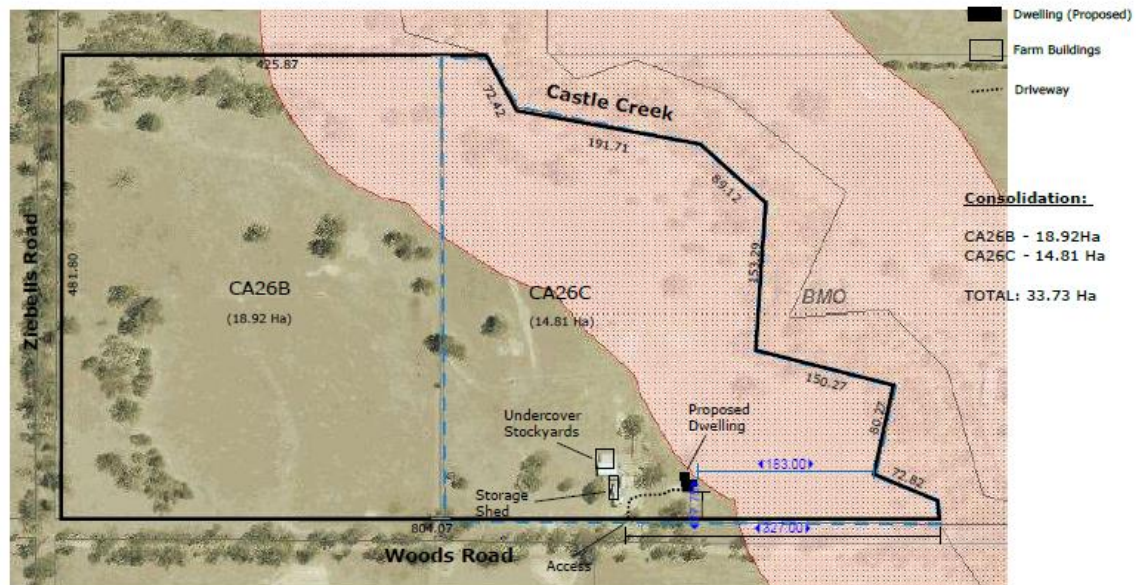
PROPOSAL

The application is for the use and development of land at 254 Woods Road, Euroa for a dwelling. The subject site is identified as requiring a land size of 80 hectares for an as of right use for a dwelling under the Farming Zone in the Strathbogrie Planning Scheme. The subject site has an area of 33.73 hectares.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

The proposed dwelling is located on Crown Allotment 26C and is proposed to be setback 27.75 metres from the southern Boundary and woods Road and 183 metres from the eastern boundary and the Castle Creek riparian area. The dwelling is proposed to sit on the eastern side of the existing shed. The proposed dwelling is located outside of the Bushfire Management Overlay.

The proposed site plan is as follows:



The proposed dwelling contains separate entry, four bedrooms, laundry two bathrooms, double garage, open family meals and kitchen and separate kitchen. The dwelling is 17.6 metres by 15.11 metres at its widest point. The dwelling will have slab footings with a total area of 228.92 square metres.

The proposal includes a Whole Farm Plan; the landowner manages cattle on their own land and land they lease around Strathbogie Shire (approximately 695 acres). The breeding females are managed on the agistment country and 254 Wood Road is utilised to finish and market bulls.

The landowner has provided with the application details of the current operations which has 28 bulls, are of high value and require intensive management. Embryo & semen collection are carried out on the property and weaning, freeze branding and ultrasound scanning is also performed. The business exports internationally and is one of the leading seedstock producers in Australia.

The application documentation also details that the operations of the business have won the Brisbane Ekka palate to plate competition 3 years running and the Coles weekly times farmer of the year in 2016. It has also been advised that the business is supported by a NZ superannuation fund and manage 6 properties through NSW and Queensland and also have a genetics partnership with a leading US Brangus enterprise. The owner was on the Australian Brangus association board for 16 years serving as treasurer, vice president and president.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

SUBJECT SITE AND LOCALITY

The subject site is located 254 Wood Road, Euroa VIC 3666 also known as Certificate of Title Volume 09876 Folio 597 Crown Allotment 26B Section 3, Certificate of Title Volume 09701 Folio 727 Crown Allotment 26C Section 3, 254 Wood Road, Euroa. The subject site is made up of two (2) titles, Crown Allotment 26B measures approximately 14.81 hectares and 26C measures approximately 18.92 hectares.

The land is relatively flat and irregular in shape.

The subject site is in an 80-hectare area for an as of right use for a dwelling. Surrounding lot sizes in the area vary, and some of the lots contain dwellings and shedding. The neighbouring lot on the other side of the Castle Creek to the east contains a dwelling and has an area of 25 hectares. On the opposite side of Wood Road to the south a dwelling is on a 30-hectare lot.

The southern boundary adjoins Wood Road and the western Boundary adjoins Ziebells Road. Wood Road and Ziebells Road are unsealed local roads servicing farming properties. Both road reserves are treed. Cowells Lane and Euroa-Shepparton Road is located 2.1 kilometres to the east. Euroa-Shepparton Road is sealed and is the main connector road.

The Castle Creek adjoins the north and eastern boundary. A waterway also crosses the two parcels to the north. The Castle Creek and waterway are both treed. The land is located 3.5 kilometres from the Township of Euroa and 2.8 kilometres from land identified in the 2004 Strathbogrie Rural Residential Strategy.

The subject site on Crown Allotment 26B currently contains cattle yards, shedding and informal access from Wood Road. The infrastructure is located along the southern boundary. Scattered trees surround the shedding and yards. Trees are scattered around the remaining lot. Crown allotment 26C contains cluster of trees in the south western corner.

The land is grassed and divided into multiple paddocks.



9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

PERMIT/SITE HISTORY

A search of Council's electronic records showed no previous planning permits for the subject site.

PUBLIC NOTIFICATION

The original application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by

- Sending letters to adjoining landowners
- Placing (a) sign on site

The notification has been carried out correctly. Council has received no (0) objections to date.

REFERRALS

External Referrals/Notices required by the Planning Scheme:

Referrals/Notice	Advice/Response/Conditions
Section 55 Referrals	Goulburn Broken Management Catchment Authority – No objection subject to Conditions

Internal Council Referrals	Advice/Response/Conditions
Asset	No objection subject to Conditions
Environmental Health	No objection subject to Conditions

ASSESSMENT

The Zoning of the land and any relevant overlay provisions

Farming Zone

Purpose:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for the use of land for agriculture.*
- *To encourage the retention of productive agricultural land.*
- *To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.*
- *To encourage the retention of employment and population to support rural communities.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Officer Comment:

The proposal has been assessed against the decision guidelines of the zone as follows:

Decision Guidelines	Officer Comments	Complies?
General Issues		
The Municipal Planning Strategy and the Planning Policy Framework.	Assessment against MPS & PPF is provided below.	✓ Yes
Any Regional Catchment Strategy and associated plan applying to the land	It is considered the proposal will not have any adverse impact on the local water catchment. The two titles will be consolidated, and the proposed works are more than 100 metres from any waterway (Castle Creek to the east) and any septic tank will be required to meet health standards. The proposal is considered in accordance with the Goulburn Broken Regional Catchment Strategy.	✓ Yes
The capability of the land to accommodate the proposed use or development, including the disposal of effluent.	A Land Capability Assessment has not been prepared as part of the application. The land is considered large enough to hold any wastewater from a single dwelling. The dwelling is proposed over 150 metres from the Castle Creek. The application has been referred to Council's Environmental Health Department who have consented to this application, subject to conditions.	✓ Yes
How the use or development relates to sustainable land management	The application proposes to consolidate two parcels to make one title. The consolidation will create a parcel of approximately 34 hectares. The subject site is in an area of 80 hectares for an as of right use for a dwelling. The application includes a Whole Farm Plan for the breeding of Brangus Cattle. The subject site already contains associated infrastructure- stockyards and farm storage.	✓ Yes

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

<p>Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.</p>	<p>The subject site is currently two titles of approximately 15 and 18 hectares in area and is currently used for grazing. Conditions will be included to ensure the lots are consolidated and muted tones are used for any buildings. Lot sizes in the area vary, and some of the lots contain dwellings and shedding. The neighbouring lot on the other side of the Castle Creek to the east contains a dwelling and has an area of 25 hectares. On the opposite side of Wood Road to the south a dwelling is on a 30-hectare lot. The development of a dwelling on this lot is unlikely to create a detrimental impact on the adjoining land uses. The dwelling has been appropriately setback within the subject site.</p>	<p>✓ Yes</p>
<p>How the use and development make use of existing infrastructure and services.</p>	<p>The subject site already contains associated infrastructure in the form off stockyards and farm storage. Existing internal access is proposed to be upgraded in accordance with Councils requirements and IDM standards. Any Planning permit issued will include Conditions and regards to access and provided services. The proposed dwelling will be accessed from Wood Road. Wood Road is gravel and adjoins Cowells Lane and Euroa-Shepparton Road 2.1 kilometres to the east. Euroa-Shepparton Road is the main connector road. A condition would be included on any planning permit issued that the vehicle crossing be constructed at a location and of a size and standard to the satisfactory to the Responsible Authority. Water, sewer and gas are not available to the subject site, alternative sources will be required to be provided on site.</p>	<p>✓ Yes</p>

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Agricultural issues and the impacts from non-agricultural uses		
Whether the use or development will support and enhance agricultural production	<p>The proposed dwelling will require the consolidation of two smaller lots in the Farming Zone.</p> <p>The application includes a Whole Farm Plan for the breeding of Brangus Cattle. The subject site already contains associated infrastructure- stockyards and farm storage. The proposed dwelling is required for security and to undertake processes in association with the breeding programme. The Landowner leases additional land in the area to be able to undertake the remaining farming enterprise. The Whole Farm Plan will be endorsed and included in a Section 173 Agreement for any planning permit issued.</p> <p>The land size will be able to continue grazing and or smaller boutique agricultural enterprises should the land ownership change.</p>	✓ Yes
Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.	<p>It is considered the application for a dwelling will not permanently remove the land from agricultural production.</p> <p>The application will require the consolidation of two smaller lots in the Farming Zone. Grazing and smaller agricultural pursuits will be able to be undertaken on the site.</p> <p>A Section 173 Agreement will be required on any planning permit issued preventing any future subdivision, or house lot excision. The agreement will also acknowledge agricultural pursuits being undertaken on the surrounding properties.</p>	✓ Yes
The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.	<p>It is considered the proposed use and development will not limit the operation of adjoining and nearby agricultural uses due to the location of the dwelling. The application will require the consolidation of two smaller lots in the Farming Zone. A Section 173-agreement required on title will acknowledge agricultural pursuits being undertaken on the surrounding properties.</p> <p>The land is bound by Castle Creek to the east, Wood Road to the South and Ziebells Road to the west.</p> <p>The surrounding land uses include mixed agricultural uses, similar to the proposal.</p>	✓ Yes

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

The capacity of the site to sustain the agricultural use	The application will require the consolidation of two smaller lots in the Farming Zone, creating a lot of approximately 34 hectares. The site will still be able to be utilised for grazing and smaller type agricultural pursuits. The applicant also leases surrounding land to undertake his agricultural pursuit.	✓ Yes
The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.	No detrimental impacts are likely to result from this proposal.	✓ Yes
Any integrated land management plan prepared for the site.	A Whole Farm Plan has been prepared.	✓ Yes
Dwelling Issues		
Whether the dwelling will result in the loss or fragmentation of productive agricultural land	The proposed dwelling will not result in the loss or fragmentation of productive agricultural land. The application will require the consolidation of two smaller lots in the Farming Zone. Lot sizes in the area vary, and some of the lots contain dwellings and shedding. The neighbouring lot on the other side of the Castle Creek to the east contains a dwelling and has an area of 25 hectares. On the opposite side of Wood Road to the south a dwelling is on a 30-hectare lot. The development of a dwelling on this lot is unlikely to create a detrimental impact on the adjoining land uses. The dwelling has been appropriately setback within the subject site.	✓ Yes
Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.	The dwelling is proposed to be used in conjunction with an agricultural pursuit and is appropriately located on site. The application will require the consolidation of two smaller lots in the Farming Zone, creating a lot of approximately 34 hectares. A Section 173-agreement required on title will acknowledge agricultural pursuits being undertaken on the surrounding properties.	✓ Yes

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

<p>Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.</p>	<p>The use of the land for a dwelling is unlikely to impact on the surrounding agricultural properties. The dwelling has been sited on the lot away from the boundaries to ensure little impact is made to the adjoining agricultural properties. The application will require the consolidation of two smaller lots in the Farming Zone. The land is bound by Castle Creek to the east, Wood road to the south and Ziebells Road to the west. A smaller parcel adjoining the northern boundary is part of a larger enterprise to the northeast consisting of 80 hectares. The parcel is separated from the larger parcel by the Castle Creek.</p>	<p>✓ Yes</p>
<p>The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.</p>	<p>Lot sizes in the area vary, and some of the lots contain dwellings and shedding. The neighbouring lot on the other side of the Castle Creek to the east contains a dwelling and has an area of 25 hectares. On the opposite side of Wood Road to the south a dwelling is on a 30-hectare lot. The additional development of a dwelling on this lot is unlikely to create any further detrimental impact on the adjoining land uses. The dwelling has been appropriately setback within the subject site. The application will require the consolidation of two smaller lots in the Farming Zone.</p>	<p>✓ Yes</p>
<p>Environmental Issues</p>		
<p>The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.</p>	<p>The dwelling has been sited appropriately on the site. The land is flat. The proposed dwelling is located over 150 metres from the Castle Creek. The application was referred to Strathbogie Environmental Health Department who does not object subject to conditions.</p>	<p>✓ Yes</p>
<p>The impact of the use or development on the flora and fauna on the site and its surrounds.</p>	<p>No native vegetation is proposed to be removed. The application will require the consolidation of two smaller lots in the Farming Zone. The dwelling is located 150 metres from the Riparian area associated with the Castle Creek.</p>	<p>✓ Yes</p>

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

<p>The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.</p>	<p>The proposal does not include the removal of any native vegetation, nor is it likely that it would lead to vegetation removal in the future. The dwelling is proposed to be located more than 100 metres from any identified waterway on the site.</p>	<p>✓ Yes</p>
<p>The location of on-site effluent disposal areas to minimize the impact of nutrient loads on waterways and native vegetation.</p>	<p>On site effluent disposal will be carried out in accordance with the requirements of the Responsible Authority.</p>	<p>✓ Yes</p>
<p>Design and siting issues</p>		
<p>The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.</p>	<p>The proposed dwelling is located appropriately on the site, where it can be appropriately drained, and is located away from the boundaries and clear of vegetation. The application will require the consolidation of two smaller lots in the Farming Zone. A Whole Farm plan has been submitted as part of the application.</p>	<p>✓ Yes</p>
<p>The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.</p>	<p>The proposed siting is considered appropriate. The design and materials employed are appropriate within the rural context and the site's landscape. Should a permit be issued, a condition will be placed on the permit requiring muted tones on the exterior of the dwelling. The proposed dwelling is appropriately located on site and will be screened by trees in the road reserve.</p>	<p>✓ Yes</p>
<p>The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.</p>	<p>The proposed dwelling is unlikely to detract from the existing character and amenity values of the area. Permit conditions will require that muted materials are used. This will mitigate any potential adverse visual impacts from buildings.</p>	<p>✓ Yes</p>

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities	The proposed building is appropriately located on the site away from significant vegetation and significant physical features. The proposal utilises the existing road network. The only other infrastructure to be constructed will be the wastewater management system, which will be located in an appropriate place on the site.	✓ Yes
Whether the use and development will require traffic management measures.	As the proposal is for a single dwelling, it is deemed not necessary for there to be traffic management measures implemented.	✓ Yes

Land Subject to Inundation Overlay

Purpose:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify land in a flood storage or flood fringe area affected by the 1 in 100-year flood or any other area determined by the floodplain management authority.*
- *To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity.*
- *To reflect any declaration under Division 4 of Part 10 of the Water Act, 1989 where a declaration has been made.*
- *To protect water quality in accordance with the provisions of relevant State Environment Protection Policies, particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria).*
- *To ensure that development maintains or improves river and wetland health, waterway protection and flood plain health.*

Officer Comment:

A planning permit is required for building and works within the Land Subject to Inundation Overlay. The application has been referred to Goulburn Broken Catchment Management Authority who did not object. Conditions and notes will be included on any planning permit issued.

The Planning Policy Framework (PPF)

Clause 13.02-1S Bushfire planning

- To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

Officer Comment:

The subject site is within a bushfire prone area. Castle Creek adjoins the eastern boundary. Standard bushfire protection conditions regarding water supply and access will be included on any planning permit issued.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Clause 13.04-2S Erosion and landslip

Objective

- To protect areas prone to erosion, landslip or other land degradation processes.

Officer Comment:

The subject site is not within the Erosion Management Overlay, however; Conditions will be included on any planning permit issued to ensure any works required for the construction of the dwelling or ancillary services will be stabilised to the satisfaction of the Responsible Authority. The proposed dwelling, including access is proposed to be located on relatively flat land. The land does not contain any steep rises or ridgelines.

Clause 14.01-1S Protection of agricultural land

Objective

- To protect the state's agricultural base by preserving productive farmland.

Officer Comment:

The application will require the consolidation of two smaller lots in the Farming Zone, creating a lot of approximately 34 hectares. The consolidated lots do not meet the 80-hectare requirement for an as of right use for a dwelling. The land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework. The Whole Farm Plan will be endorsed a part of any Planning permit issued and any Conditions will include a Section 173 agreement prohibiting any future subdivision including house lot excision to prevent any proliferation of dwellings in the area. The land is located 3.5 kilometres from the Township of Euroa and 2.8 kilometres from land identified in the 2004 Strathbogrie Rural Residential Strategy.

Due to the proximity to these areas it could be expected that the demand on rural type living and smaller agricultural enterprises in this location will increase. Consolidation of lots and conditions regarding future subdivision will ensure any future smaller boutique agricultural pursuits can be carried out offering a buffer between smaller rural residential living and larger agricultural practices to the north west. The applicant currently proposes to use the land in conjunction with other leased lots for grazing and the breeding of Brangus beef cattle. Lot sizes in the area vary, and some of the lots contain dwellings and shedding. The neighbouring lot on the other side of the Castle Creek to the east contains a dwelling and has an area of 25 hectares. On the opposite side of Wood Road to the south a dwelling is on a 30-hectare lot.

The development of a dwelling on this lot is unlikely to create a detrimental impact on the adjoining land uses. The dwelling has been appropriately setback within the subject site.

Clause 14.01-2S Sustainable agricultural land use

Objective

- To encourage sustainable agricultural land use.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Officer Comment:

The subject site contains established agricultural infrastructure including undercover livestock yards and shedding. The dwelling is proposed for the ongoing operation and security for a Brangus beef cattle stud. The landowner will utilise this property in conjunction with surrounding parcels in the area in which he leases. The applicant has a long history in agricultural production including the breeding of Brangus bulls. The use of the land for a dwelling in conjunction with an agricultural use and ongoing land management as proposed is considered an appropriate land use for the site. Surrounding land is generally used for livestock grazing purposes. The application will require the consolidation of two smaller lots in the Farming Zone. The land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework.

Clause 14.02-1S, *Catchment planning and management*

Objective

- *To assist the protection and, where possible, restoration of catchments, waterways, water bodies, groundwater, and the marine environment.*

Officer Comment:

The dwelling is proposed to be located over 150 metres from the waterway (Castle Creek) to the east. Standard drainage conditions will be included on any planning permit issued.

The Local Planning Policy Framework (LPPF) - including the Municipal Planning Strategy (MPS) and local planning policies

Clause 21.02-4 Rural Zones

Objective

- *To protect and maintain established farming areas.*
- *To ensure suitable land is available to provide for emerging rural enterprises, e.g. intensive animal husbandry, horticulture and equine industry.*

Officer Comment:

The subject site is in an area of 80 hectares for an as of right use for a dwelling. The application will require the consolidation of two smaller lots in the Farming Zone, creating a lot of approximately 34 hectares. The land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework. The surrounding lots are typically used for grazing the development of the proposed dwelling is appropriately setback on site. A condition will be included on any planning permit issued requiring Section 173 Agreement that acknowledges amenity impacts from surrounding agricultural pursuits.

Strathbogie Shire Planning Scheme outlines the minimum requirement for an as of right use for dwellings in the Farming Zone. The land sizes vary across the Shire from 40 hectares to 100 hectares dependant on the agricultural values of the land. Whilst this parcel is located in the 80-hectare area, it is located 3.5 kilometres from the Township of Euroa and 2.8 kilometres from land identified as rural living in the 2004 Strathbogie Shire Rural Living Strategy. The strategy is sixteen (16) years old and it is considered the area in which the parcel of land is situated will have future growth and demand on smaller lots due to the proximity to the Township and rural living areas.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Consolidation will allow for the land to be retained for smaller agricultural uses and will offer a buffer between smaller rural residential parcels and larger enterprises where cropping is typically undertaken.

Clause 21.02-6 *Building Material – Muted Tones*

Objective:

- *To ensure that all structures blend in with the surrounding environment and that the aesthetic amenity of the area is preserved and/or enhanced.*

Officer Comment:

The dwelling is proposed to be constructed of new materials. The materials are unlikely to impact the aesthetic amenity currently enjoyed in the area. Standard conditions will be included on any planning permit issued to ensure the materials are muted and non-reflective. As such, this proposed is consistent with this Local planning policy within the Strathbogie Planning Scheme.

Clause 22.01-3 *Dwellings on small lots in the Farming Zone*

Policies:

- *The construction of a new dwelling on an existing small lot will be discouraged unless it meets all the following requirements:*
 - *The lot is accessed by an all-weather road and has appropriate service provisions.*
 - *Emergency ingress and egress is at an appropriate standard.*
 - *The dwelling will not inhibit the operation of agriculture and rural industries.*
 - *The site must be able to contain and treat onsite effluent and wastewater in accordance with the relevant Code of Practice and Australian Standards, and;*
 - *Meets at least one of the following requirements:*
 - *The dwelling should be associated with a sustainable rural pursuit that requires a dwelling on the land to manage that pursuit. The application should be supported by a farm management plan that justifies the need for a dwelling to assist in the operation of the farm.*
 - *The applicant can substantiate that the land has no agricultural potential due to environmental significance and the dwelling is to be used in conjunction with sustainable land management and the significant vegetation is protected on title.*
 - *The lot has been identified in the Strathbogie Shire Rural Residential Strategy, 2004 as rural residential; implying that that there is an historic use and development pattern. Consideration should be given to the recommendations in the Strategy.*
 - *The applicant is proposing to consolidate one or more lots in the same ownership with the subject land prior to the construction of the dwelling.*

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Officer Comment:

The lot is accessed by an all-weather road. Woods Road is gravel and adjoins Cowells Lane and Euroa-Shepparton Road 2.1 kilometres to the east. Euroa-Shepparton Road is the main connector road. The existing rural access is proposed to be upgraded to meet Councils IDM standards and will be conditioned on any planning permit issued.

It is considered the dwelling is appropriately setback on the subject site. A Section 173 Agreement included on title via conditions will ensure any future occupiers accept the potential of any adverse amenity impacts due to agricultural pursuits being undertaken on neighbouring sites. The agreement will also prevent further subdivision including house lot excision.

The subject site is not identified within the Strathbogie Shire Rural Residential Strategy. However, the site is located in close proximity to the Township of Euroa.

An assessment of how the proposal complies with the relevant policy is as follows:

<i>Policy Requirement</i>	<i>Officer Comment</i>	<i>Complies?</i>
<i>The lot is accessed by an all-weather road and has appropriate service provisions.</i>	The lot is accessed by an all-weather road. Woods Road is gravel and adjoins Cowells Lane and Euroa-Shepparton Road 2.1 kilometres to the east. Euroa-Shepparton Road is the main connector road. The existing rural access is proposed to be upgraded to meet Councils IDM standards and will be Conditioned on any planning permit issued. The dwelling will be able to connect services or have an alternative source and this will be conditioned on any planning permit issued. The property is large enough to contain onsite wastewater for a single dwelling.	✓ Yes
<i>Emergency ingress and egress is at an appropriate standard.</i>	The proposed driveway will be required to be constructed to allow all weather access and minimum trafficable width for safe ingress and egress of emergency vehicles.	✓ Yes

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

<p><i>The dwelling will not inhibit the operation of agriculture and rural industries</i></p>	<p>The dwelling is setback appropriately setback on the subject site. The application will require the consolidation of two smaller lots in the Farming Zone. The land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework.</p> <p>As discussed in the report the subject site does not meet the 80-hectare requirement in the Farming Zone, however due to the Condition requiring Consolidation, a Section 173 Agreement and the location of the site the proposal is considered appropriate. The area may experience future growth due to the close proximity to the Euroa Township and Rural living areas.</p>	<p>✓ Yes</p>
<p><i>The site must be able to contain and treat onsite effluent and wastewater in accordance with the relevant Code of Practice and Australian Standards</i></p>	<p>The application has been referred to Environmental Health who do not object subject to conditions.</p>	<p>✓ Yes</p>
<p><i>Meets at least one of the following requirements:</i></p> <ul style="list-style-type: none"> • <i>The dwelling should be associated with a sustainable rural pursuit that requires a dwelling on the land to manage that pursuit. The application should be supported by a farm management plan that justifies the need for a dwelling to assist in the operation of the farm.</i> 	<p>The application will require the consolidation of two smaller lots in the Farming Zone. The land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework.</p>	<p>✓ Yes</p>

The policy requires that a Section 173 Agreement condition be included on any planning permit issued to ensure subdivision of the land which increases the number of lots including house lot excision is prevented and that the property owner acknowledges and accepts that the possibility of some amenity impacts from adjoining and/or nearby land uses including agriculture.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

The application will require the consolidation of two smaller lots in the Farming Zone although the land will not meet the 80 hectare area for an as of right the land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework.

Relevant Particular Provisions

There are no provisions considered applicable to this planning permit application.

The decision guidelines of Clause 65

Clause 65.01, *Approval of an application or plan*, states that; *before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:*

- The matters set out in Section 60 of the Act.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

Other relevant adopted State policies/strategies – (e.g. Melbourne 2030.)

There are no relevant adopted State policies.

Relevant incorporated, reference or adopted documents

There are no relevant incorporated, reference or adopted documents.

Relevant Planning Scheme amendments

There are no relevant planning scheme amendments.

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.

POLICY CONSIDERATIONS

Council Plans and Policies

There are no implications on the Council Plan or any Council Policies as a result of this decision.

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

The state policies are considered in the *Planning Policy Framework* section (above) from the Strathbogie Planning Scheme.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

This application is being considered under Section 61 of the *Planning and Environment Act 1987*.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured. The process to hear applications on lots under the minimum lot size provides transparency in our decision making.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The proposal is to construct a dwelling to support and enhance an existing agricultural enterprise within the municipality.

Social

There are no broader social implications from the proposed dwelling or as a result of this decision.

Environmental

The application has been assessed against the relevant provisions of the *Planning and Environment Act 1987* and will have no negative impact on the environment.

9.1 Planning Application No. P2020-094
- Use and development of land for a dwelling ~ 254 Wood Road, Euroa (cont.)

Climate change

The Strathbogrie Planning Scheme has incorporated broader considerations on Climate Change, with the assessment that the proposed dwelling will not have an impact on climate change within the municipality, as all construction works will be required to comply with relevant legislation including the Infrastructure Design Manual and the *Environment Protection Act 1970*.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights implications with this proposal. The application is being assessed in accordance with relevant legislation, and all parties will be afforded all relevant rights of appeal at the Victorian Civil and Administrative Tribunal.

SUMMARY OF KEY ISSUES

With regard to the Farming Zone: As discussed in the report the subject site does not meet the 80-hectare requirement in the Farming Zone. However, it is considered the proposal is appropriate. The application will require the consolidation of two smaller lots in the Farming Zone and includes a Whole Farm Plan for the breeding of Brangus Cattle. The subject site already contains associated infrastructure in the form of stockyards and farm storage. The proposed dwelling is required for security and to undertake processes in association with the breeding programme.

The applicant has demonstrated the land will continue to be used for agricultural production in accordance with the relevant policies within the Planning Policy Framework. The dwelling is setback appropriately setback on the subject site. It is considered the area may experience future growth due to the close proximity to the Euroa Township and Rural living areas. A Section 173 Agreement will be conditioned on any planning permit issued to prevent any future subdivision and acknowledges agricultural enterprise being carried out in the surrounding area.

With regard to the Land Subject to Inundation Overlay: The application was referred to Goulburn Broken Catchment Management Authority who did not object subject to conditions. These conditions will be included on any planning permit issued.

In summary, the proposal meets the objectives of the Planning Policy Framework, Local Planning Policy Framework, Farming Zone and Land Subject to Inundation Overlay.

CONCLUSION

After due assessment of all the relevant factors, it is considered appropriate to grant a planning permit, subject to conditions and in accordance with the officers recommendation.

ATTACHMENTS

Attachment 1: Site plan and locality plan.

**9.2 Planning Applications Received and Planning Applications Determined
- 1 October to 30 November 2020**

Responsible Officer: Manager Planning and Investment (Acting)

Following are listings of Planning Applications Received and Planning Applications Determined for the period 1 October to 30 November 2020.

RECOMMENDATION

That the report be noted.

Planning Applications Received

Thursday, 1 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
1 Saleyard Road, Avenel VIC 3664	P2020-127	Use and development of land for a residential subdivision	\$0.00
30 Boundary Road North, Euroa VIC 3666	P2020-125	Use of land for Materials Recycling (loading, unloading and handling of scrap metal including recycling vehicles)	\$0.00
Huggards Lane, Moorabool West VIC 3523	P2020-128	Use and development of land for a dwelling	\$80,000.00

Tuesday, 6 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
33-35 Industrial Crescent, Nagambie VIC 3608	P2020-129	Development of land for a cement silo and signage	\$200,000.00

Friday, 9 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
135 Drysdale Road, Euroa VIC 3666	P2020-133	Develop land for a shed (Stables)	\$40,000.00
33 Siems Road, Euroa VIC 3666	P2020-131	Use and development of land for a <u>two lot</u> subdivision	\$0.00
52 Kettels Road, Kirwans Bridge VIC 3608	P2020-130	Development of land for a three (3) lot re-subdivision	\$0.00

Monday, 12 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
613 Pranjip Road, Morka VIC 3666	P2020-132	Develop land for a shed (Farm Shed)	\$9,450.00
Mackrells Road, Kithbrook VIC 3666	P2020-134	Use and development of land for a dwelling	\$500,000.00

Thursday, 15 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
27 Bury Street, Euroa VIC 3666	P2020-135	Use and development of land for two (2) dwellings and a two (2) lot subdivision	\$0.00
277-279 High Street, Nagambie VIC 3608	P2020-138	Development of land for refurbishment and external extension of restaurant	\$500,000.00
48-52 Graham Street, Euroa VIC 3666	P2020-136	Development of land for extension of existing building (egg grading facility); reduction in car parking requirements.	\$1,000,000.00
547 Euroa-Strathbogie Road, Euroa VIC 3666	P2020-137	Development of land for a dwelling	\$300,000.00

Monday, 19 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
736 Mitchellstown Road, Mitchellstown VIC 3608	P2020-139	Development of land for a boat ramp, staircase and jetty.	\$30,000.00

Thursday, 22 October 2020

Site Address	Application Number Display	Application Description	Cost Of Works
239 Cowells Lane, Euroa VIC 3666	P2020-140	Use and Development of land for a dwelling and a two (2) lot subdivision	\$350,000.00

Wednesday, 4 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
272-278 High Street, Nagambie VIC 3608	P2020-141	Development of land for a commercial building; Eleven (11) Lot Subdivision; Reduction in car parking requirements	\$4,200,000.00

Wednesday, 11 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
Wedmores Lane, Kirwans Bridge VIC 3608	P2020-143	Use and development of land for a dwelling and shed	\$480,000.00

Thursday, 12 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
1/58 Blayney Lane, Nagambie VIC 3608	P2020-148	Construction of a new dwelling	\$1,200,000.00
9 Scobie Street South, Avenel VIC 3664	P2020-146	An existing dwelling and shed	\$0.00

Friday, 13 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
683 Selectors Road, Mangalore VIC 3663	P2020-144	Use and development of land for a new dwelling	\$395,000.00
Buntings Hill Road, Ruffy VIC 3666	P2020-145	Use and development of land for a two lot subdivision	\$0.00

Monday, 16 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
10 Jean Street, Longwood VIC 3665	P2020-147	Proposed dwelling and shed. Five existing units to be rented out.	\$215,000.00

Wednesday, 18 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
53 Clifton Street, Euroa VIC 3666	P2020-142	to upgrade the existing <u>podico</u> , add to and refurbish the reception/ Office, add a timber batten screen facade and replace existing signage for the existing motel	\$200,000.00

Thursday, 19 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
33 Wilson Street, Nagambie VIC 3608	P2020-150	Development of Land for a Shed	\$2,000.00

Thursday, 26 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
36 McLeod Street, Kirwans Bridge VIC 3608	P2020-151	Development of land for an extension and a garage	\$210,000.00
42 Marie Street, Locksley VIC 3665	P2020-152	Unknown	\$0.00
77 Siems Road, Euroa VIC 3666	P2020-149	Development of land for a shed	\$34,000.00

Friday, 27 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
691 Creightons Creek Road, Creightons Creek VIC 3666	P2020-153	Construction of a 9.3 x 4.5m swimming pool and fencing	\$25,000.00

Monday, 30 November 2020

Site Address	Application Number Display	Application Description	Cost Of Works
10-12 Industrial Crescent, Nagambie VIC 3608	P2020-155	Construction of a Steel Fabrication & Storage Shed	\$90,672.00
126 Spring Creek Road, Graytown VIC 3608	P2020-154	Construction of a Shed	\$46,602.00

Planning Applications Determined

1/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
15 Magilton Drive, Strathbogie VIC 3666	P2020-082	Development of land for a dwelling	\$195,000.00	Issued
300 Euroa-Strathbogie Road, Euroa VIC 3666	P2020-084	Development of land for the construction of a livestock ramp and yards	\$5,000.00	Issued
364 High Street, Nagambie VIC 3608	P2020-001	Use and development of land for six (6) dwellings; Six (6) Lot Subdivision	\$1,800,000.00	Issued

5/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
Euroa-Mansfield Road, Gooram VIC 3666	P2020-083	Use and development of land for a dwelling, shed and internal access	\$300,000.00	Issued

6/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
204 Goulburn Weir-Murchison Road, Goulburn Weir VIC 3608	P2018-148	Use and development of land for caravan and camping park (4 glamping huts and 6 tents)	\$80,000.00	NOD
36-38 Jones Street, Avenel VIC 3664	P2020-117	Development of land to construct a fence more than 2 metres high in the road reserve	\$2,000.00	Issued

8/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
632 Ponkeen Creek Road, Tarcombe VIC 3666	P2020-100	Two (2) Lot Subdivision	\$0.00	Issued

9/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
116 Boundary Road South, Euroa VIC 3666	P2020-107	Development of land for a storage shed	\$25,000.00	Issued

12/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
70 Allason Road, Strathbogrie VIC 3666	P2020-123	Development of land for a garage	\$50,000.00	Issued

20/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
207 Goulburn Weir Road, Goulburn Weir VIC 3608	P2020-096	Construction of a boat ramp and jetty	\$12,500.00	Issued
632 Ponkeen Creek Road, Tarcombe VIC 3666	P2020-114	Development of land for a shed (farm machinery shed)	\$100,000.00	Issued

26/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
281 Coach Road, Strathbogie VIC 3666	P2020-126	Development of land for a shed (Hayshed)	\$50,000.00	Issued

29/10/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
Ankers Road, Boho South VIC 3669	P2020-089	3 Lot Subdivision	\$0.00	Issued

Planning Applications Determined

10/11/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
75 Spring Creek Road, Strathbogie VIC 3666	P2020-118	Construction of a carport and veranda	\$8,000.00	Issued

11/11/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
15 Tarcombe Street, Euroa VIC 3666	P2020-070	Use of land for a 24 hour Gym and signage	\$0.00	Issued

17/11/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
613 Pranjip Road, Molka VIC 3666	P2020-132	Develop land for a shed (Farm Shed)	\$9,450.00	Withdrawn

24/11/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
135 Drysdale Road, Euroa VIC 3666	P2020-133	Develop land for a shed (Stables)	\$40,000.00	Issued
48-52 Graham Street, Euroa VIC 3666	P2020-136	Development of land for extension of existing building (egg grading facility); reduction in car parking requirements.	\$1,000,000.00	Issued

25/11/2020 12:00:00 AM

Site Address	Application Number Display	Application Description	Cost Of Works	Decision
1209 Euroa-Strathbogie Road, Kelvin View VIC 3666	P2020-105	Development of land for a dwelling, access, two water tanks, garage and shed	\$550,000.00	Issued
52 Kirkland Avenue, Euroa VIC 3666	P2020-103	Development of land for an extension to a dwelling and shed	\$250,000.00	Issued

9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts

Authors: Procurement and Tender Officer & Project Manager

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

As part of the Strathbogie Shire Council's approved budget, the existing netball court facilities at the Nagambie Recreation Reserve (NRR) are to be replaced and upgraded to align with community expectations, event demands and current standards. Tender documentation was prepared for the design and construction of new netball courts and associated works.

Council went to public tender for Contract 19-20-39 Design and Construct of NRR Netball Courts on 28 August 2020.

At tender closing 23 September 2020 four (4) tenders were received. The tender submissions were assessed and evaluated by Council Officers, with the results showing Turf One Pty Ltd as the preferred Tenderer. Please see below recommendation and evaluation table for a further summary and breakdown of evaluation results.

RECOMMENDATION

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract 19-20-39 Design and Construct of Nagambie Recreation Reserve Netball Courts as set out in the confidential appendices attached to this report;***
- 2. Awards the tender to Turf One Pty Ltd for Contract 19-20-39 Design and Construct of Nagambie Recreation Reserve Netball Courts for a total amount of \$204,500.00 (excluding GST);***
- 3. Authorises officers to advise the unsuccessful tenders; and***
- 4. Authorises the Chief Executive Officer to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

PURPOSE AND BACKGROUND

The purpose of this report is to award a tender for the Nagambie Recreation Reserve Netball Courts work.

The current netball courts located within the Nagambie Recreation Reserve (NRR) are not meeting community expectations or current standards for Netball Victoria. Other facilities within the NRR have been recently upgraded, and as a result are expected to attract more users and put more demand on the need for better standard netball courts

9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts (cont.)

Works will include the design and construction of the replacement netball courts and associated works.

DISCUSSION

One of the overarching governance principles in Section 9 of the *Local Government Act 2020* is that priority is to be given to achieving the best outcomes for the municipal community, including future generations. Council would also like to consider longevity of the asset and minimising ongoing maintenance. Considering this, to ensure services are provided to the community in a timely and acceptable manner, Council committed to replacing the existing netball courts facility at the Nagambie Recreation Reserve.

Tender specifications were prepared by Council officers to seek suitably qualified and experienced Tenderers to design and construct the replacement netball courts, satisfying the requirements to the brief and specifications.

TENDER PROCESS

Tenders were invited by advertising on “Tendersearch” via the Council website on the 28 August 2020 and were advertised in Saturday’s The Age newspaper (state-wide reach), the Shepparton News, the Euroa Gazette and the Benalla Ensign in the week following release. By close of tenders at 4.00pm on 23 September 2020, four (4) tenders had been received.

All tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and all tender submissions were deemed conforming. Table below lists the tenders that were received at the close of the advertised tender period.

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
IDwala
Jarvis Delahey Contractors (JDC) One
Stop Civil
Turf One Pty Ltd

Table 2 below lists the tender offer (excluding GST) at the close of the advertised tender period.

Tender Offers Received at Close of Tender Period (excl GST) in lowest to highest order
\$197,105.00
\$204,500.00
\$206,200.00
\$270,452.00

9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts (cont.)

Panel Assessment Process

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders.

The Tender Evaluation Panel members were made up of the following Strathbogrie Shire Council staff members:

1. Project Manager
2. Projects and Contracts Coordinator
3. Manager of Finance
4. Manager Project Delivery

The Panel assessed each of the submissions in line with the selection criteria and best value for money principals.

TABLE 3: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Compliance with Specification	5
Quality / Environmental / OHS Systems	5
Track Record / Skills / Resourcing	5
Suitability of Design	20
Local Content	5
Total	100

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Manager Finance) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Friday 6 November 2020 the Panel members and the Moderator met for the tender moderation meeting.

PANEL ASSESSMENT SUMMARY

Turf One Pty Ltd obtained the highest score in the qualitative assessments criteria of Compliance with Specification (5% weighting), Quality / Environmental OHS Systems (5%), Track Record / Skills / Resourcing (5%), Suitability of Design (20%), however were 3rd in Local Content, and were the second lowest in their submission price (price 60% weighting). The total of their qualitative scoring and price put Turf One Pty Ltd at the top of the tenderer scoring table. The Tender Evaluation Panel recommends Turf One Pty Ltd to be awarded this tender.

9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts (cont.)

The evaluation panel was satisfied with the outcome of the evaluation process which resulted in Turf One Pty Ltd being the recommended tender. Turf One Pty Ltd presented a good quality tender and represented best overall value for Council for delivering the Design and Construct of NRR Netball Courts as required under the contract.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

Consultation was conducted with the Recreation Reserve Committee as part of an overall agreement for future works at the Reserve. The Netball Court works are a component of all works discussed to meet future requirements for growth and standards for Netball Victoria.

POLICY CONSIDERATIONS

Council Plans and Policies

- Council Plan: -
 - Goal 3 - To provide quality infrastructure;
 - Key Strategy – Provide best practice management of all assets including roads, bridges and facilities;
 - Approach – Target major capital works projects to seek government funding to reduce Council's costs.
- Asset Management Policy
 - Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.
- Asset Management Strategy
 - Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The tender and tender evaluation was undertaken in accordance with Council's Procurement Policy.

Conflict of Interest Declaration

All officers, and / or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts (cont.)

Transparency

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The combined project for the netball courts and carpark sealing has been budgeted at \$250,000, with the initial allocation for the netball courts of \$150,000 and the carpark sealing \$100,000. Project oncosts such as feature survey and geotechnical reports which have currently been expended leave a balance of \$238,400 combined available funds.

This tender for the netball courts has come in over the allocated funding allowance by \$54,500 and with included project oncosts the shortfall is \$66,100. It has been suggested as appropriate to prioritise the netball courts work first and progress this project based on value to the community, by re-allocating this portion of the carpark sealing funds previously assigned.

Council will consider a further allocation of savings from other works if made available, to complete the carpark sealing project at a later date.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

This recommendation ensures that Council has considered the whole life cost of the works and has prioritised the need for these works based on the best outcome economically.

9.3 Tender for Contract Number 19/20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts (cont.)

Social

The author of this report has considered the following social matters of this proposal.

The ongoing use of this facility and the community benefit by providing updated facilities which will enhance player participating and will contribute to the enhance aesthetics of the reserve.

Environmental

The author of this report considers that the proposed works will not have a negative impact on the natural environment.

Climate Change

The effects of climate change can be monitored upon the completion of works to provide information to future ongoing levels of service for any maintenance programs into the future.

INNOVATION AND CONTINUOUS IMPROVMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The inclusion of the replaced netball court will be to the latest standards and provide improved facilities for users. These new facilities will better provide for the potential and growing demands across the Nagambie area. Allowance has been made within this contract to provide conduits for future lighting upgrades, thus reducing potential future installation costs, making it more viable at a future date.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

Council invited tenders for the design and construct of the netball courts located at the Nagambie Recreation Reserve. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is proposed that Council endorses the recommended contract award for the design and construct of netball courts at the Nagambie Recreation Reserve.

APPENDICES:

Appendix 2: Tender Evaluation for Contract Number 19-20-39: Design and Construct of NRR Netball Courts - CONFIDENTIAL

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub

Authors: Manager Projects Delivery, Senior Project Officer

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

Provision of a purpose designed Nagambie Active Space Hub is part of Strathbogie Shire Capital Works Program for the Financial Year 2020-21. The project is proposed at 26 Filson Street Nagambie in response to community consultation conducted in recent years across groups in the Shire over Councils Play and Recreation Strategy.

The objective is to provide facilities for “non-traditional” sporting activities, namely skateboarding, basketball and table tennis by developing an underutilised section of the sporting arena to meet this goal.

Through public advertisement in local and national newspapers, Council invited tenders for the Work under Contract No. 20-20-45, between 16/10/2020 and 11/11/2020.

Three tenderers submitted tenders for the Work. These tenders have been assessed and evaluated by Council Officers and a summary of results is shown in the attached table (Attachments 1 and 2). Having considered the results of the evaluation, it is recommended that Council awards the lump sum contract to Independent Concrete Constructions Pty Ltd for a total amount of \$566,933 plus GST.

RECOMMENDATION

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract 20-21-45 Construction of Nagambie Active Space Hub- Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No 20-21-45 - Construction of Nagambie Active Space Hub - Lump Sum to Independent Concrete Constructions Pty Ltd for a total amount of \$566,930.00 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers; and***
- 4. Authorises the Chief Executive Officer or her delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub (cont.)

PURPOSE AND BACKGROUND

This report seeks Council approval of the recommendations on Tender Evaluation for Contract No 20-21-45 – Construction of Nagambie Active Space Hub and to award the contract to Independent Concrete Constructions Pty Ltd.

As an outcome of community consultation conducted across Strathbogie Shire in regards to Councils Play and Recreation Strategy, it was identified that there was an increasingly low participation rate of youth people within recreational activities in Nagambie. From the consultation, it was identified that active recreational spaces were something the young people of Nagambie would like to see further developed.

The consultation also revealed that there are people within the community who are unable to engage or participate in the more traditional or structured sports. A lack of non-structured recreational facilities and purpose-built recreation spaces for young people in Nagambie means young people are unable to enjoy the benefits derived from physical activities to support their physical and mental health and wellbeing.

To specifically address this issue, it was proposed to provide a purpose designed, all-ability recreation hub in Nagambie where residents can socialise and be active within a range of levels and abilities.

Subsequently, a funding application made to the Victorian State Government 2020-21 Local Sports Infrastructure Fund was approved to cover \$250,000.00 or 50% of the estimated cost. The balance of 50% would be provided by Council and the work included in 2020-21 Capital Works Program. Concept development and detailed design was undertaken through Playce Landscape Architects in Melbourne and was completed in October 2020.

PUBLIC TENDER PROCESS

The public tender was released on “Tendersearch” via the Council website on the 16 October 2020. The tender was advertised in Saturday’s The Age newspaper (statewide reach), and the Shepparton News in the week following release. The public tender was open for submissions for twenty seven (27) days in total. By close of tenders at 4.00pm on 11 November 2020, three (3) tender submissions were received.

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

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub (cont.)

Table 1 below lists the tenders that were received at the close of the advertised tender period

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
Convic Pty Ltd
Independent Concrete Constructions Pty Ltd
Warrandale Industries

Table 2 below lists the tender offer (excluding GST) at the close of the advertised tender period.

Table 2: Tender Offers Received (excl GST)

Tender Offers Received at Close of Tender Period (excl GST) in lowest to highest order
\$566,930.00
\$622,460.60
\$647,192.93

Panel Assessment Process

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders

The Tender Evaluation Panel members were made up of the following Strathbogrie Shire Council staff members:

1. Senior Project Officer; Community Assets & Planning
2. Technical Officer, Asset Planning, and
3. Project Manager, Community Assets & Planning, and
4. Procurement & Tender Officer, Finance (moderating)

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the overall Best Value, 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 (60%)
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 60% is applied, unless a Council exemption is sought.

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub (cont.)

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awards the highest evaluation score (60%) 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.

- Demonstrated Qualifications / Skills and Experience (10%)
Due to the high level of technical skills required to provide this service, a weighting of 10% was allocated to this criterium.
- Compliance with Specification (10%)
Due to the importance for the tender to meet the specification, a weighting of 10% was allocated. This is standard for most contracts
- Project Methodology (5%)
As the Work requires timely completion and elimination/mitigation of work related risks, this criterium is considered important and therefore allocated a weighting of 5%. This is also standard for most contracts.
- Management - Schedules (5%)
Quality Management Systems, Policies, Relevant Certifications and Insurance are likewise considered vital and therefore included with an allocated weighting of 5%.
- Local Content (10%)
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. A weighting of 10% was allocated to this tender.

Table 3: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Compliance with Specification	10
Qualifications / Skills & Experience	10
Project Methodology	5
Management - Schedules	5
Local Content	10
Total	100

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Tuesday 1 December 2020 the Panel members and the Moderator met for the tender moderation meeting.

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub (cont.)

PANEL ASSESSMENT SUMMARY

At the completion of the tender evaluation process, Independent Concrete Constructions Pty Ltd attained the top ranking with a total score of 82.69%. Independent Concrete Constructions Pty Ltd offered the lowest tendered price giving them the highest score available on pricing of 60%, and received a good qualitative total score of 22.69%. The Tender Evaluation Panel was therefore satisfied that their tender represents the best value outcome for Council. The company has sufficient experience in parks development, have completed similar works with other Local Councils in Victoria and have demonstrated capability to complete Works under the tender with minimal supervision. Their references are good and consistent with their declared project history.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making

Consultation

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

Community Implications

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

Risk Management

The Tender Evaluation Panel considers early commencement of Work in 2021 as vital to its successful delivery, as the grant funding has a requirement to complete work within the financial year. The Panel therefore advise timely award and signing of Contract Agreement with the appointed contractor.

POLICY CONSIDERATIONS

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.

This report is consistent with the Strathbogie Shire Council Procurement Policy.

The *Council Plan* is relevant with the following:

Goal 3 - To provide quality infrastructure;

Key Strategy – Provide best practice management of all assets including roads, bridges and facilities;

Approach – Target major capital works projects to seek government funding to reduce Council's costs.

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub (cont.)

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law

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

Conflicts of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Local Government Act 2020.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured

The estimated cost of project at the onset was \$500,000.00. A funding application made to Victorian Government 2020-21 Local Sports Infrastructure Fund was approved to cover \$250,000.00 or 50% of the estimated cost. The balance 50% would be provided by Council and the Work included in 2020-21 Capital Works Program

The recommended tender of \$566,930.00 coupled with \$729.00 already spent on tender adverts imply a budget shortfall of \$67,659. To address the shortfall, it is recommended to re-allocate the \$67,659 variance from the Unallocated-Infrastructure Funds which is currently \$204,000, it is anticipated there will be saving on future projects moving forward also.

9.4 Tender Evaluation for Contract No. 20-21-45: Construction of Nagambie Active Space Hub (cont.)

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted

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.

INNOVATION AND CONTINUOUS IMPROVMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The inclusion of an Active Space Hub at Nagambie provides a variety of activities for non traditional sporting activities and will support active health and well being.

HUMAN RIGHTS CONSIDERATIONS

Victorian Charter of Human Rights and Responsibilities Act 2006

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

CONCLUSION

Council invited tenders for the provision of a purpose designed Active Space Hub to be located at Filson Street in Nagambie. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is proposed that Council endorses the recommended contract for construction of the Nagambie Active Space Hub to Independent Concrete Constructions Pty Ltd for a total amount of \$566,933 plus GST.

APPENDICES:

Appendix 3: Tender Evaluation for Contract Number 20-21-45: Construction of Nagambie Active Space Hub - CONFIDENTIAL

9.5 **Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program**

Authors: Manager Projects Delivery & Manager Infrastructure

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

As part of the Strathbogie Shire Council's approved budget, selected municipal roads require resealing to improve safety, increase life of the roads, lower ongoing costs and decrease maintenance. To implement the resealing program, tender documentation was prepared for public advertisement.

Through public advertisement in local and state newspapers, Council invited tenders for the Work under Contract No. 20/21-54, Roads Reseal Program 2020/21 between 16/11/2020 and 2/12/2020.

Five (5) tenderers submitted tenders for the work. These tender submissions have been assessed and evaluated by Council Officers, and a summary of results is shown in the attached table. Having given consideration to the results of the evaluation, it is hereby recommended to the Council as follows;

RECOMMENDATION

That Council:

- 1. Receives and notes the outcome of the tender assessment process for Contract No. 20/21-54 Roads Reseal Program 2020/21 – Lump Sum as set out in the confidential appendices attached to this report;***
- 2. Awards the tender for Contract No. 20/21-54 Roads Reseal Program 2020/21 – Lump Sum to Boral Resources Pty Ltd for a total amount of \$229,745.65 + GST;***
- 3. Authorises officers to advise the unsuccessful tenderers; and***
- 4. Authorises the Chief Executive Officer or her delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogie Shire Council.***

PURPOSE AND BACKGROUND

This report seeks Council approval of the recommendations on Tender Evaluation exercise on Contract No. 20/21-54 Roads Reseal Program 2020/21 and to award the contract to the winning tenderer as provided in this report.

9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program (cont.)

The Roads Reseal Program is required to maintain Council road assets to ensure that the Strathbogrie Shire Council has safe and high quality local roads. Furthermore, the reseal program helps to keep road maintenance cost down, extend the lifespan of the underlying pavement and minimise expensive pavement rehabilitation work. The 2020/21 Reseal Program comprises of 13 road segments that were prioritised based on the outcome of third party Road Conditions Assessments on behalf of Council.

TENDER PROCESS

The public tender was released on "Tendersearch" via the Council website on the 6 November 2020. The tender was advertised in Saturday's The Age newspaper (state-wide reach) and the Euroa Gazette. The public tender was open for submissions for 27 days in total. By close of tenders at 4.00pm on 2 December 2020, five (5) tenders submissions had been received.

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

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
Boral Resources Pty Ltd
Downer EDI Works Pty Ltd
GW & BR Crameri Pty Ltd
Rich River Asphalt Pty Ltd
Sprayline

Table 2 below lists the tender offer (excluding GST) at the close of the advertised tender period.

Table 2: Tender Offers Received (excl GST)

Tender Offers Received at Close of Tender Period (excl GST) in lowest to highest order
\$202,115.10
\$229,745.65
\$289,405.36
\$348,900.47
\$383,854.00

9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program (cont.)

PANEL ASSESSMENT

In accordance with Council's Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed 'Conflict of Interest' statements prior to the evaluation panel viewing the submitted tenders.

The Tender Evaluation Panel members were made up of the following Strathbogie Shire Council staff members:

1. Senior Project Officer, Community & Planning.
2. Manager Infrastructure, Community & Planning.
3. Project Manager, Community & Planning.
4. Finance Manager, Finance (moderating).

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the overall Best Value, 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 (60%)
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 60% is applied, unless a Council exemption is sought.

All submissions were given a weighted score for their submitted price based on a comparative assessment of pricing for all tenders. The comparative assessment awards the highest evaluation score (60%) 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 (10%)
Due to the high level of technical skills required to provide this service, a weighting of 10% was allocated to this criterium.
- Compliance with Specification (5%)
Due to the importance for the tender to meet the specification, a weighting of 5% was allocated.
- Project Methodology (5%)
As the work requires timely completion and elimination / mitigation of work related risks, this criterium is considered important and therefore allocated a weighting of 5%. This is standard for most contracts.

9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program (cont.)

- Management – Schedules (10%)
Quality Management Systems, Policies, Relevant Certifications and Insurance are likewise considered vital and therefore included with an allocated weighting of 5%.
- Local Content (10%)
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. A weighting of 10% was allocated to this tender.

Table 3: Evaluation Criteria.

Criteria	Weighting (%)
Price	60
Qualifications / Skills & Experience	10
Compliance with Specification	5
Project Methodology	5
Management - Schedules	10
Local Content	10
Total	100

EVALUATION MODERATION PROCESS

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the Tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed Tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Finance Manager) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Friday, 4 December 2020 the Panel members and the Moderator met for the tender moderation meeting.

PANEL ASSESSMENT SUMMARY

At the completion of the tender evaluation process, Boral Resources Pty Ltd attained the top ranking with a total score of 77.89%. Boral Resources Pty Ltd was not the lowest priced tender and received a pricing score of 52.78%. However, their qualitative total score of 25.11% was excellent compared to the lowest price Tenderer and, as a result, moved their overall score to be the top position.

The Tender Evaluation Panel were satisfied that their tender represents the best value outcome for Council. The company has extensive experience in road reseal works, completing a number of similar works and have demonstrate capability to complete the works under the tender with minimal supervision. Their references are good and consistent with their declared project history.

9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program (cont.)

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in Section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

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

POLICY CONSIDERATIONS

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.

This report is consistent with the Strathbogrie Shire Council Procurement Policy.

The *Council Plan* is relevant with the following:

Goal 3 - To provide quality infrastructure;

Key Strategy – Provide best practice management of all assets including roads, bridges and facilities;

Approach – Target major capital works projects to seek government funding to reduce Council's costs.

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in Section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

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

Conflict of Interest Declaration

After close of tender, the Procurement and Tenders Officer declared a direct conflict of interest to a tenderer. Subsequently, the Procurement and Tenders Officer withdrew from participating in the Tender Evaluation process. The Tender Evaluation Moderation role for this tender was undertaken by the Finance Manager.

9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program (cont.)

The remaining officer, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in Section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Financial / Budgetary Implications

The recommended tender of \$229,745.65 is well under Council's allocated budget of \$700,000 in the 2020/21 Capital Works Program.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in Section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

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

Social

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

Environmental / Amenity Implications

The author of this report considers that the recommendation will enable our broader community and visitors to have an improved user experience by way of providing improved infrastructure.

9.5 Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program (cont.)

Climate Change

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

HUMAN RIGHTS CONSIDERATIONS

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*.

CONCLUSION

Council invited tenders for the provision of works for the Roads reseal program. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is proposed that Council endorses the recommended Contractor to complete the Road Reseal Program 2020/21.

APPENDICES:

Appendix 4: Tender Evaluation for Contract Number 20/21-54: 2020-21 Roads Reseal Program - CONFIDENTIAL

9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program

Manager Projects Delivery, Manager Infrastructure

Responsible Director: Director Community & Planning (Acting)

EXECUTIVE SUMMARY

Roads Rehabilitation Program is part of Strathbogrie Shire Capital Work Program for the Financial Year 2020-21. The project is required to maintain Council road assets to ensure that Strathbogrie Shire region has safe and high quality local roads.

Through public advertisement in local and national newspapers, Council invited tenders for the Work under Contract No. 20-20-55, between 06/11/2020 and 02/12/2020.

Four (4) tenderers submitted tenders for the Work. These tenders have been assessed and evaluated by Council Officers and a summary of results is shown in the attached table (Attachments 1 and 2). Having given consideration to the results of the evaluation, it is hereby recommended to the Council as follows

RECOMMENDATION

That Council:

- 1. *Receives and notes the outcome of the tender assessment process for Contract No 20-21-55 Roads Rehabilitation Program 2020-21 - Lump Sum as set out in the confidential appendices attached to this report;***
- 2. *Awards the tender for Contract No 20-21-55 Roads Rehabilitation Program 2020-21 - Lump Sum to GW & BR Crameri Pty Ltd for a total amount of \$595,913.00 + GST;***
- 3. *Authorises officers to advise the unsuccessful tenderers; and***
- 4. *Authorises the Chief Executive Officer or her delegate to execute the Contract by signing and affixing with the Common Seal of Strathbogrie Shire Council.***

PURPOSE AND BACKGROUND

This report seeks Council approval of the recommendations on Tender Evaluation exercise on Contract No 20-21-54 – Roads Rehabilitation Program 2020-21 and to award the contract to the winning tenderer as provided in this report.

The 2020-21 Roads Rehabilitation Program comprising of eight segments on five different Council roads were prioritised based on the outcome of third party Road Conditions Assessments on behalf of Strathbogrie Shire Council. It is expected that the program would help to keep maintenance cost down for the selected roads, extend the lifespan of the underlying pavements and minimise expensive road reconstruction if left to disintegrate.

9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program (cont.)

TENDER PROCESS

The public tender was released on “Tendersearch” via the Council website on the 6 November 2020. The tender was advertised in Saturday’s The Age newspaper (state-wide reach), and the Shepparton News in the week following release. The public tender was open for submissions for 26 days in total. By close of tenders at 4.00pm on 2 December 2020, four (4) tenders submissions had been received.

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

Table 1 below lists the tenders that were received at the close of the advertised tender period.

Table 1: Tender Submissions Received

Tender Submissions Received at the close of Tender Period (in Alphabetical Order)
GW & BR Crameri Pty Ltd
Hiway Stabilizers Pty Ltd
MACA Infrastructure Pty Ltd
Stabilised Pavements Pty Ltd

Table 2 below lists the tender offer (excluding GST) at the close of the advertised tender period.

Table 2: Tender Offers Received (excl GST)

Tender Offers Received at Close of Tender Period (excl GST) in lowest to highest order
\$581,920.28
\$595,913.00
\$631,139.84
\$972,819.14

Panel Assessment Process

In accordance with Council’s Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed ‘Conflict of Interest’ statements prior to the evaluation panel viewing the submitted tenders.

The Tender Evaluation Panel members were made up of the following Strathbogie Shire Council staff members:

1. Manager, Infrastructure
2. Senior Project Officer; Community & Planning
3. Project Support Officer; Community & Planning

The principle that underlies the awarding of all Council contracts is that a contract is awarded on the basis of providing the overall Best Value, offering the most benefit to the community and the greatest advantage to Council.

9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program (cont.)

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

TABLE 3: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Compliance with Specification	10
Qualifications / Skills & Experience	10
Project Methodology	5
Management - Schedules	5
Local Content	10
Total	100

Evaluation Moderation Process

The purpose of the moderation meeting was to discuss and agree on limiting scores gaps on each question within three points where such large gaps occur. The meeting was also aimed at raising and resolving issues of concerns (if any) to clarify with the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers responses and attachments submitted against the evaluation criteria. The Moderator (Manager Finance) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Friday 04 December 2020 the Panel members and the Moderator met to finalise the evaluation exercise through moderation meeting .

ISSUES, OPTIONS AND DISCUSSION

Panel Assessment Summary

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

At the completion of the tender evaluation process, GW & BR Cramer Pty Ltd attained the top ranking with a total score of 87.37%. GW & BR Cramer Pty Ltd offered the second lowest tendered price giving them the second highest score on pricing of 52.78%, and received an outstanding qualitative total score of 34.59% out of a possible 40%. The Tender Evaluation Panel was therefore satisfied that their tender represents the best value outcome for Council. The company has sufficient experience in roads construction, have completed similar works with Strathbogie Shire Council, other Local Councils in Victoria and have demonstrated capability to complete Works under the tender with minimal supervision. Their references are good and consistent with their declared project history.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program (cont.)

Consultation

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

Community Implications

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

Risk Management

The Tender Evaluation Panel considers early commencement of Work in 2021 as vital to its successful delivery, as the grant funding has a requirement to complete work within the financial year. The Panel therefore advise timely award and signing of Contract Agreement with the appointed contractor.

POLICY CONSIDERATIONS

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.

This report is consistent with the Strathbogie Shire Council Procurement Policy. The *Council Plan* is relevant with the following:

Goal 3 - To provide quality infrastructure;

Key Strategy – Provide best practice management of all assets including roads, bridges and facilities;

Approach – Target major capital works projects to seek government funding to reduce Council's costs.

Asset Management Policy

- Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.

Asset Management Strategy

- Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law

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

Conflicts of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program (cont.)

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

It is considered by the author of this report that all steps have been taken in line with Council's Procurement Policy which ensures transparency in the process.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured

Financial / Budgetary Implications

The budget allocated to Roads Rehabilitation Program in the current Financial Year is \$800,000.00. Therefore, the recommended tender of \$595,913.00 + GST falls within budget. Subject to Council approval, the excess fund in the budget can be used for other pressing needs of Strathbogie Community

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted

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.

INNOVATION AND CONTINUOUS IMPROVMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The Roads Rehabilitation program would ensure safety and promote social interaction across communities within the shire, this would in turn enhance innovation within the society.

9.6 Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program (cont.)

HUMAN RIGHTS CONSIDERATIONS

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.

CONCLUSION

Council invited tenders for the execution of 2020-21 Roads Rehabilitation Program within the Shire of Strathbogie. The submitted tenders were sought and evaluated strictly in accordance with the Council's Procurement Policy and against the provided brief and specifications. It is hereby proposed that Council endorses the recommended contract to execute 2020-21 Roads Rehabilitation Program.

APPENDICES:

Appendix 5: Tender Evaluation for Contract Number 20/21-55: 2020-21 Roads Rehabilitation Program - CONFIDENTIAL

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers

Author: Manager of Planning and Investment (Acting)

Responsible Director: Director Community and Planning (Acting)

EXECUTIVE SUMMARY

Council has conducted a competitive process to create what is known as a Panel of Suppliers Agreement for Town Planning and Urban Design Services for an initial three (3) years, commencing 15 January 2021, with two (2) extension options of one (1) year each.

A Panel of Suppliers Arrangement creates a more efficient and competitive process when goods or services under the value of \$50,000 need to be procured. This is because the due diligence around expertise and quality systems has already been undertaken. It also means a maximum schedule of rates has been locked in.

Officers will be required to seek quotes from a minimum of three Panel of Supplier members through a further competitive process as projects arise. Experience tells us that this further competitive process often leads to a reduction in cost from the maximum rates schedule provided when the Panel of Suppliers Arrangement was created.

At the closure of the advertising process, twenty-seven (27) submissions to be considered for inclusion on the Panel were received. These have now been independently assessed and evaluated by a panel of Council Officers, with the results summarised in the table within this report. It is recommended that a Panel of Suppliers Arrangement be issued to eleven (11) suppliers; eight (8) suppliers provided both Town Planning and Urban Design Services whilst one (1) company provided solely Urban Design Services and two (2) solely Town Planning Services.

After further discussion, it is considered prudent to issue documentation with no extension option given the need to ensure best value and maximise competition at the end of this Panel.

This report seeks Council's authorisation to constitute this Panel of Suppliers and authorise the Chief Executive Officer to execute the agreements accordingly.

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

RECOMMENDATION

That Council:

1. ***Awards Panel of Supplier Arrangement for Town Planning and Urban Design Services, Contract No. 20/21-17, for a schedule of rates based contract for the contract term of three (3) years.***

Town Planning & Urban Design Services

- ***Chris Smith & Associates Pty Ltd,***
- ***Harlock Jackson Pty Ltd,***
- ***SD Strategy and Development Pty Ltd,***
- ***Planit Consulting Pty Ltd,***
- ***Spiire Australia Pty Ltd,***
- ***Tomkinson Group,***
- ***Ricardo Energy Environment and Planning Pty Ltd; and***
- ***Niche Planning Studio Pty Ltd***

Urban Design service:

- ***Taylor & Cullity Pty Ltd***

Town Planning Services:

- ***Planology Pty Ltd***
- ***Currie & Brown (Australia) Pty Ltd***

2. ***Authorises the Chief Executive Officer to execute the Panel of Supplier Arrangements by signing and affixing with the Common Seal of Strathbogie Shire Council; and***
3. ***Notes that the Panel of Supplier Arrangements will commence on 15 January 2021, with a term of three (3) years.***

PURPOSE AND BACKGROUND

Provision of Town Planning and Urban Design Services – Panel of Suppliers Contract was originally a component of Contract 18/19-25 Professional Services which was publicly tendered during August 2019.

This tender process was eventually abandoned due to excessive timeframe delays. After abandonment, CN 18/19-25 Professional Services Contract was split into smaller professional category groupings, and Provision of Town Planning and Urban Design Services – Panel of Suppliers was publicly tendered as a separate Contract on 5 June 2020.

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

There are two service streams required under this Contract, which are:

Town Planning Services:

Contractors will be assisting with the preparation of Strategic Planning Amendments, strategic policy documents, and Planning Permit delegate reports as well as provide legal advice and representation, casual support, planning compliance/enforcement and general advice.

Urban Design:

Contractors will be assisting with the preparation of planning work, including urban design frameworks / studies and structure planning.

The advertised contract term was for three (3) years, with two options for an additional one (1) year extension.

A Panel of Suppliers Arrangement creates a more efficient but competitive process when goods or services under the value of \$50,000 need to be procured. Efficiencies are gained when Council has already analysed the company's expertise, their occupational health and safety/risk management systems and has locked in a (maximum) schedule of rates for goods and services.

As the need for goods and services for town planning and urban design services valued at under \$50,000 arises, this type of arrangement will allow officers to issue a brief for what goods/services are being sought and seek quotes from a minimum of three Panel of Supplier members through a further competitive process.

An additional benefit to this approach is that we meet our legislated requirements under the Local Government Act 1989 to avoid non contracted cumulative spend from a single supplier that exceeds \$150,000 for goods/services or \$200,000 for works.

It is important to note that there is no guarantee of a contract or a minimum spend value to any company during the life of this Panel of Suppliers Arrangement.

ISSUES, OPTIONS AND DISCUSSION

Tender Process:

Notification: Tenders were invited by advertising on "Tendersearch" via the Council website on the 5 June 2020. Council also advertised in Saturday's The Age newspaper (providing statewide reach) on 6 June 2020, with local advertising occurring during the opening week in the Benalla Ensign, Euroa Gazette and Shepparton News. By close of tenders at 4.00pm on 1 July 2020, 27 tenders had been received.

Conformance: All (27) tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and all tender submissions were deemed conforming.

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

A complete schedule of rates containing pricing for all required Planning Services was requested by Council. The average pricing (consulting services per hour excluding GST) at the close of the advertised tender period ranged from \$80.00 per hour to \$260.45 per hour depending on the skills and expertise required.

Panel Assessment Process

In accordance with Council’s Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed ‘Conflict of Interest’ statements prior to the evaluation panel viewing the submitted tenders.

1. Manager Planning and Investment
2. Principal Planner
3. Town Planner

The Panel assessed each of the submissions in line with the selection criteria and best value for money principals.

TABLE 1: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Demonstrated Experience and Qualifications (<i>Qualitative</i>)	10
Capability (<i>Qualitative</i>)	10
Management – Schedules (<i>Qualitative</i>)	10
Local Content (<i>Qualitative</i>)	10
Total	100
To be awarded a Panel of Suppliers Contract tenderers must achieve at least 50% combined overall score and at least 20% on their qualitative score	

Tender co-ordination and the evaluation moderation process was undertaken by Council’s Procurement and Tender Officer.

In order to ensure Council obtains best value when choosing the contractor for works under this Panel of Suppliers Contract, including consideration for local content wherever practicable, this Contract has a two-part evaluation.

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Procurement & Tender Officer) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Monday 17 August the Panel and the Moderator met for the tender moderation meeting. At the completion of the moderation meeting 11 companies met the requirements to be awarded this Panel of Suppliers contract; at least 50% combined overall score and at least 20% qualitative score (equivalent to 50% of qualitative score).

Panel Assessment Summary

Table 2 lists companies who successfully achieved at least 50% scoring overall and 20% scoring in qualitative after the Tender Evaluation Panel completed their evaluation process who are recommended to be awarded a Contract.

Table 2

Tenderers who achieved at least 50% overall and 20% in qualitative assessments
Currie & Brown (Australia) Pty Ltd
Chris Smith & Associates Pty Ltd
Harlock Jackson Pty Ltd
SD Strategy and Development Pty Ltd
Planit Consulting Pty Ltd
Spiire Australia Pty Ltd
Tomkinson Group
Planology Pty Ltd
Ricardo Energy Environment and Planning Pty Ltd
Taylor & Cullity Pty Ltd
Niche Planning Studio Pty Ltd

These tenderers submitted quality tenders and have demonstrated they can provide the Town Planning and Urban Design Services required under this Panel of Suppliers Contract.

Council Officers will always evaluate pricing, methodology and local content prior to awarding works under this contract as per Councils Procurement Policy.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The ability to express interest to be on the Panel of Supplier Arrangement list for Town Planning and Urban Design services was advertised on Council’s website, in The Age and locally circulating papers as required by the *Local Government Act 1989* for a period of twenty six (26) days.

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

POLICY CONSIDERATIONS

Council Plans and Policies

Creating a competitive Panel of Suppliers Arrangement is consistent with the Council Plan goal 'To be high performing Shire' through implementing these key strategies:

Continue to focus on operational efficiencies

Continue to create a secure investment environment through sound financial management

To be equitable and fair in all decision-making processes.

The advertising process and submission evaluation has been undertaken in accordance with Council's Procurement Policy.

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, State and national plans and policies are to be taken into account in strategic planning and decision-making.

The creation of a Panel of Suppliers Arrangement is consistent with the objectives of regional, State and national objectives of maximising best value for money when it comes to spending public funds.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The Panel of Suppliers Arrangement process has been advertised and evaluated in accordance with the Local Government Acts 1989 and 2020.

The creation of this Panel serves to enhance compliance with the requirements of these acts in relation to non-contracted cumulative spend with one supplier.

CONFLICT OF INTEREST DECLARATION

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

TRANSPARENCY

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The Panel of Suppliers Arrangement has been publicly advertised and the matter is being decided by Council through its scheduled monthly public meeting.

9.7 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

Only commercial in confidence information, as classified under section 3 (g) of the Local Government Act 2020, which relates to:

private commercial information, being information provided by a business, commercial or financial undertaking that—

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

is being considered in camera, with the resolution of the Council being confirmed in the part of the meeting being open to the public to maximise scrutiny and transparency.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The tender evaluation process provides for a panel of consultants/contractors to provide services. The financial aspect of the tender evaluation provides a maximum pricing schedule within their tender documentation. Until such time as the Planning Department require the services of a consultant/contractor for a specific task, these rates provide a platform to enable Council to request competitive quotes for the services requested.

The fact that minimum of three quotes is required to be sought as projects arise means that a further competitive process must be undertaken within the Panel of Suppliers. Experience shows that this often leads to companies submitting quotes with rates less than the schedules contained in the Panel of Suppliers Arrangement. This further maximises best value for our community.

An independent internal audit process will be undertaken across the life of the Panel of Supplier Agreement to ensure that Officers are not regularly seeking quotes from the same handful of companies given that there is a panel of eleven (11) suppliers recommended to be created by this report. This new process seeks to ensure the integrity of the panel of supplier process.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

This recommendation ensures that Council can review from a Panel of the most appropriate organisations for the specific task taking into account sustainability considerations. All suppliers have been assessed against the tender documents, with due consideration to the Economic, Social, Environmental and Climate Change implications as part of the process and will allow for further consideration when requests for specific services are required to be further assessed.

HUMAN RIGHTS CONSIDERATIONS

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 Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers (cont.)

CONCLUSION

The creation of a panel of suppliers' arrangement achieves operational efficiency for procurement processes under \$50,000, while also ensuring Council complies with all aspects of the Local Government Acts 1989 and 2020 in relation to cumulative spend on non-contracted suppliers.

New internal audit processes will add probity and integrity to the panel of supplier process, ensuring that quotes are requested from a broad range of companies on the Panel during the life of the Arrangement should goods or services need to be procured.

ATTACHMENTS

Appendix 7: Tender for Contract Number 20/21-17: Provision of Town Planning and Urban Design Services – Panel of Suppliers - CONFIDENTIAL

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers

Author: Manager Digital Innovation and Technology

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council has conducted a competitive process to create what is known as a Panel of Suppliers Agreement for I.T. Consultancy Services for an initial three (3) years, commencing 15 January 2021, with two (2) extension options of one (1) year each.

A Panel of Suppliers Arrangement creates a more efficient and competitive process when goods or services under the value of \$50,000 need to be procured. This is because the due diligence around expertise and quality systems has already been undertaken. It also means a maximum schedule of rates has been locked in.

Officers will be required to seek quotes from a minimum of three Panel of Supplier members through a further competitive process as projects arise. Experience tells us that this further competitive process often leads to a reduction in cost from the rates schedule provided when the Panel of Suppliers Arrangement was created.

At tender closing date 17 June 2020, twenty-seven (27) submissions to be included on the Panel were received. These have now been independently assessed and evaluated by a panel of Council Officers, with the results summarised in the table within this report. It is recommended that a Panel of Suppliers Arrangement be issued to ten (10) suppliers; seven (7) suppliers provided ICT CyberSecurity, ICT Services, ICT Project Management, & ICT Strategy and Policy services, whilst one (1) supplier provided ICT Strategy and Policy, one (1) supplier provided ICT CyberSecurity, ICT Services, & ICT Strategy and Policy, and one (1) supplier provided ICT CyberSecurity, ICT Project Management, & ICT Strategy and Policy.

After further discussion, it is considered prudent to issue documentation with no extension option given the need to ensure best value and maximise competition at the end of this Panel.

This report seeks Council's authorisation to constitute this Panel of Suppliers and authorise the Chief Executive Officer to execute the agreements accordingly.

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

RECOMMENDATION

That Council:

1. ***Awards Panel of Supplier Arrangement for I.T. Consultancy Services, Contract No. 20/21-13, for a schedule of rates based contract for the contract term of three (3) years.***

ICT CyberSecurity, ICT Services, ICT Project Management, & ICT Strategy and Policy

- ***CyberSecOn Pty Ltd,***
- ***Avec Global Pty Limited,***
- ***Dialog Pty Ltd,***
- ***Allcom Networks Pty Ltd,***
- ***Telstra Corporation Limited,***
- ***The IT of Things,***
- ***Total Secure***

ICT Strategy and Policy

- ***Pario Solutions Group Pty Ltd***

ICT CyberSecurity, ICT Services, & ICT Strategy and Policy

- ***Communications Design & Management Pty Ltd***

ICT CyberSecurity, ICT Project Management, & ICT Strategy and Policy

- ***TerraFirma Pty Ltd***

2. ***Authorises the Chief Executive Officer to execute the Panel of Supplier Arrangements by signing and affixing with the Common Seal of Strathbogrie Shire Council; and***
3. ***Notes that the Panel of Supplier Arrangements will commence on 15 January 2021, with a term of three (3) years.***

PURPOSE AND BACKGROUND

I.T. Consultancy – Panel of Suppliers Contract was originally a component of Contract 18/19-25 Professional Services which was publicly tendered August 2019. This tender process was eventually abandoned due to excessive timeframe delays. After abandonment, CN 18/19-25 Professional Services Contract was split into smaller professional category groupings, and I.T. Consultancy – Panel of Suppliers was publicly tendered as a separate Contract on 22 May 2020.

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

There are four service streams required under this Contract, which are:

ICT Cybersecurity – Provision of Cybersecurity

Advisory and consulting, security and risk assessment, training, vulnerability assessments, penetration testing, and other Cybersecurity services

ICT Services – Maintenance and Support of ICT Infrastructure, Planning and Design of ICT Infrastructure, Cloud Services

ICT – Project Management – Planning, Coordination, Resourcing, Scheduling and Delivery of ICT Projects

ICT – Strategy and Policy Services – Development of ICT Strategy, ICT Policy review and development

The advertised contract term was for three (3) years, with two options for an additional one (1) year extension.

A Panel of Suppliers Arrangement creates a more efficient but competitive process when goods or services under the value of \$50,000 need to be procured. Efficiencies are gained when Council has already analysed the company's expertise, their occupational health and safety/risk management systems and has locked in a (maximum) schedule of rates for goods and services.

As the need for goods and services for I.T. Consultancy Services valued at under \$50,000 arises, this type of arrangement will allow officers to issue a brief for what goods/services are being sought and seek quotes from a minimum of three Panel of Supplier members through a further competitive process.

An additional benefit to this approach is that we meet our legislated requirements under the Local Government Act 1989 to avoid non contracted cumulative spend from a single supplier that exceeds \$150,000 for goods/services or \$200,000 for works.

After further discussion, it is considered prudent to issue documentation with no extension option given the need to ensure best value and maximise competition at the end of this Panel Arrangement. Furthermore, it is important to note that there is no guarantee of a contract or a minimum spend value to any company during the life of this Panel of Suppliers Arrangement.

ISSUES, OPTIONS AND DISCUSSION

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

Tender Process:

Notification: Tenders were invited by advertising on “Tendersearch” via the Council website on the 22 May 2020. Council also advertised in Saturday’s The Age newspaper (providing statewide reach) on 23 May 2020, with local advertising occurring during the opening week in the Benalla Ensign, Euroa Gazette and Shepparton News. By close of tenders at 4.00pm on 17 June 2020, twenty-seven (27) tenders had been received.

Conformance: All twenty-seven (27) tenders were accessed for their compliance including the contractual terms and conditions and the requirements of the response schedules, and all tender submissions were deemed conforming.

A complete schedule of rates containing pricing for all required ICT Consultancy services was requested by Council. The average pricing (consulting services per hour excluding GST) at the close of the advertised tender period ranged from \$83.04 per hour to \$2,400 per hour.

Panel Assessment Process

In accordance with Council’s Procurement Policy, the evaluation panel and evaluation criteria weightings were determined prior to release of the Tender documentation. The evaluation panel members were nominated prior to release of the tender submissions for evaluation. The panel signed ‘Conflict of Interest’ statements prior to the evaluation panel viewing the submitted tenders.

1. Manager Digital Innovation and Technology
2. ICT Business Analyst
3. Manager Finance

The Panel assessed each of the submissions in line with the selection criteria and best value for money principals.

TABLE 1: Evaluation Criteria

Criteria	Weighting (%)
Price	60
Demonstrated Experience and Qualifications (<i>Qualitative</i>)	10
Capability (<i>Qualitative</i>)	10
Management – Schedules (<i>Qualitative</i>)	10
Local Content (<i>Qualitative</i>)	10
Total	100
To be awarded a Panel of Suppliers Contract tenderers must achieve at least 50% combined overall score and at least 20% on their qualitative score	

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

Tender co-ordination and the evaluation moderation process was undertaken by Council's Procurement and Tender Officer.

Once awarded, to ensure Council obtains best value officers will seek quotes using this Panel of Suppliers Contract in strict accordance with the Purchasing Thresholds for delegation approval as detailed in the Strathbogie Shire Council Procurement Policy.

Evaluation Moderation Process

The purpose of the moderation meeting is to discuss and moderate scoring discrepancies larger than three points and to raise any concerns and/or queries that may need to be put to the tenderers prior to recommending the preferred Tenderer.

The Tender Evaluation Panel individually reviewed all tender submissions in detail and assessed tenderers submitted schedules and attachments against the evaluation criteria. The Moderator (Manager Finance) averaged the scores and highlighted scoring discrepancies larger than three (3) points. On Wednesday 19 August and Thursday 20 August 2020, the Panel and the Moderator met for the tender moderation meeting. At the completion of the moderation meeting 10 companies met the requirements to be awarded this Panel of Suppliers contract; at least 50% combined overall score and at least 20% qualitative score (equivalent to 50% of qualitative score).

Panel Assessment Summary

Table 2 lists companies successfully achieved at least 50% scoring overall and 20% scoring in qualitative after the Tender Evaluation Panel completed their evaluation process who are recommended to be awarded a Contract.

Table 2

Tenderers who achieved at least 50% overall and 20% in qualitative assessments
CyberSecOn Pty Ltd
Terra Firma Pty Ltd
Avec Global Pty Limited
Dialog Pty Ltd
Allcom Networks Pty Ltd
Telstra Corporation Limited
Communications Design & Management Pty Ltd
Pario Solutions Group Pty Ltd
The IT Of Things
Total Secure

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

These tenderers submitted good quality tenders who have demonstrated they can provide the I.T. Services required under this Panel of Suppliers Contract.

Council Officers will always evaluate pricing, methodology and local content prior to awarding works under this contract.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

The ability to express interest to be on the Panel of Supplier Arrangement list for I.T. Consultancy Services was advertised on Council's website, in The Age and locally circulating papers as required by the Local Government act 1989 for a period of twenty-six (26) days.

POLICY CONSIDERATIONS

The tender and tender evaluation was undertaken in accordance with Councils procurement policy. Procurement Policy & Guidelines are to be utilised for any engagement with any of the selected suppliers on this panel.

Council Plans and Policies

Creating a competitive Panel of Suppliers Arrangement is consistent with the Council Plan goal 'To be high performing Shire' through implementing these key strategies:

*Continue to focus on operational efficiencies
Continue to create a secure investment environment through sound financial management. To be equitable and fair in all decision making processes.*

The advertising process and submission evaluation has been undertaken in accordance with Council's Procurement Policy.

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

The creation of a Panel of Suppliers Arrangement is consistent with the objectives of regional, State and national objectives of maximising best value for money when it comes to spending public funds.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

The Panel of Suppliers Arrangement process has been advertised and evaluated in accordance with the Local Government Acts 1989 and 2020.

The creation of this Panel serves to enhance compliance with the requirements of these acts in relation to non-contracted cumulative spend with one supplier whilst ensuring best value outcomes for Council.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The Panel of Suppliers Arrangement has been publicly advertised and the matter is being decided by Council through its scheduled monthly public meeting.

Only commercial in confidence information, as classified under section 3 (g) of the Local Government Act 2020, which relates to:

private commercial information, being information provided by a business, commercial or financial undertaking that—

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

is being considered in camera, with the resolution of the Council being confirmed in the part of the meeting being open to the public to maximise scrutiny and transparency.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The tender evaluation process provides for a panel of consultants/contractors to provide services. The financial aspect of the tender evaluation provides a maximum pricing schedule within their tender documentation. Until such time as the ICT department require the services of a consultant/contractor for a specific task, these rates provide a platform to enable Council to request competitive quotes for the services requested.

The fact that minimum of three quotes is required to be sought as projects arise means that a further competitive process must be undertaken within the Panel of Suppliers. Experience shows that this often leads to companies submitting quotes with rates less than the schedules contained in the Panel of Suppliers Arrangement. This further maximises best value for our community.

9.8 Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers (cont.)

An independent internal audit process will be undertaken across the life of the Panel of Supplier Agreement to ensure that Officers are not regularly seeking quotes from the same handful of companies given that there is a panel of ten (10) suppliers recommended to be created by this report. This new process seeks to ensure the integrity of the panel of supplier process.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

This recommendation ensures that Council can review from a Panel of the most appropriate organisations for the specific task taking into account sustainability considerations. All suppliers have been assessed against the tender documents, with due consideration to the Economic, Social, Environmental and Climate Change implications as part of the process and will allow for further consideration when requests for specific services are required to be further assessed.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

The creation of a panel of suppliers' arrangement achieves operational efficiency for procurement processes under \$50,000, while also ensuring Council complies with all aspects of the Local Government Acts 1989 and 2020 in relation to cumulative spend on non-contracted suppliers.

New internal audit processes will add probity and integrity to the panel of supplier process, ensuring that quotes are requested from a broad range of companies on the Panel during the life of the Arrangement should goods or services need to be procured.

ATTACHMENTS

Appendix 8: Tender for Contract Number 20/21-13: I.T. Consultancy Services – Panel of Suppliers - CONFIDENTIAL

9.9 Council Policy Review - Procurement Policy

Author: Procurement and Tender Officer

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

Council, at its Ordinary Meeting 20 August 2019 adopted the Procurement Policy in its current form.

Sections 186A(1) and 186A(9) of the *Local Government Act 1989* (the Act) requires the Council to prepare, adopt and comply with a Procurement Policy.

Section 186A(9) of the Act also requires Council to review its Procurement Policy every 12 months.

A review of the policy has been undertaken by officers and a number of minor changes to the wording and structure of the policy have been made. There is no change to the overall intent of the policy, however some changes to spend amount purchase processes.

RECOMMENDATION

That Council adopts the draft Procurement Policy, as attached to this report.

PURPOSE AND BACKGROUND

Council adopted its current Procurement Policy on 20 August 2019. As per the requirements of Sections 186A(1) and 186A(9) of the *Local Government Act 1989*, the annual review has been conducted and changes have been suggested.

ISSUES, OPTIONS AND DISCUSSION

The Local Government Act requires the Purchasing Policy to be reviewed annually. The Procurement and Tenders Officer has reviewed the Procurement Policy with the assistance of Manager Finance and Compliance Team Leader. The changes were presented and reviewed on two occasions by the Executive Leadership Team on the 14 October and 21 October 2020

The following changes have been updated on the Procurement Policy:

- Adding 'Best Value' to first point under 'Purpose' (top, page 2)
- Adding 'Actively supporting and acknowledging the importance of local businesses within the Strathbogie economy' to 'Purpose' (page 2)
- Relocation of 'Low Value Transactions' to below Procurement methods; for improved reader visibility, prior to Purchase Threshold Table (bottom page 5)

9.9 Council Policy Review
- Procurement Policy (cont.)

- Purchase Threshold Table (page 6)
The current Purchase Threshold table provided a high degree of risk to Council;
 - a) Staff confusion relating to 'acceptable' versus 'preferred' procurement methods, and essentially allows for the easiest and quickest way to procure without any processes ensuring Best Value, probity, risk or local content is considered.
 - b) Whilst the current threshold does allow for speedy transactions it fails to provide appropriate probity and governance processes.

The recommended changes put controls in place ensuring probity and governance processes occur; providing protection to both Council Officers and Council.

Options for prompt purchasing are still available for low to mid value purchasing but the strengthening of governance processes for assessment of appropriateness is provided for.

The changes to the Purchase Threshold table are as follows:

- i) Removal of Purchase Options 'Preferred Method' and 'Not An Acceptable Method'
- ii) Addition of new Threshold <\$1,000, minimum one verbal quote.
- iii) Change to threshold \$1,000 <\$10,000, minimum two written quotes (informal/ email– no contract required)
- iv) Change of threshold \$10,001<\$25,000 minimum three written quotes (informal/ email– no contract required)
- v) Change to Approval Process in \$25,001<\$50,000 "Delegated Managers approval via recommendation on Procurement Plan"; providing documented authorisation on purchases requiring/not requiring formal Request for Quote and Contract. This is the only purchasing amount threshold with two purchase options available.
- vi) Purchasing thresholds between \$50,001 onwards MUST go to formal RFQ/RFT; removal of option of purchasing outside of Contract and RFQ/RFT.
- vii) Option of private/invite only RFQ between \$50,001<\$100,000.

Other changes are:

- Adding 'Indigenous' to fifth point in Purpose (page 2)
- Adding 'Indigenous' to 'Social Procurement' information. 'Social Procurement' paragraph has been moved from rear of the document to page 4. A link to SupplyNation.org.au which provides an Indigenous business search engine has also been added.
- For improved reader visibility and engagement 'Local Procurement' has been moved from the rear of the document to page 4, and Environmental Sustainability and Sustainable Procurement have been relocated to page 5.
- Panel of Supplier arrangements (page 4)
- In 'Low Value Transactions' (page 5) the amount of \$5,000 has been changed to \$1,000.

9.9 Council Policy Review
- Procurement Policy (cont.)

- New Item – ‘Exemptions’ (page 6). This is information and guidance for Exemptions, which may occasionally be necessary as a result of changes to the Procurement Thresholds. Included in this item are information for Officers wishing to purchase outside of process, requesting an exemption to minimum quotes received or wishing to proceed with an Select (invite only) RFQs. A link to the exemption request form is attached.
- New Item - 60% Price Evaluation Weighting. In summary, 60% Price Weighting is mandatory for formal RFQs and RFTs unless via Council Resolution. Officers may request reduction of 60% pricing weighting from Council via Council Resolution.
- Changing of wording from Acceptable method to Approved method for Procurement Threshold Table.
- Addition of ‘Definitions’ providing legend for procurement acronyms and jargon, inserted after the Procurement Threshold Table (page 8). Advertising information and RFQ and RFT opening periods provided within ‘Definitions’ item.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making. No community consultation has been undertaken as this is relating to legal matters pertaining internal operations of procurement processes within Council.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Sections 186A(1) and 186A(9) of the Local Government Act 1989 (the Act) requires the Council to prepare, adopt and comply with a Procurement Policy.

Section 186A(9) of the Act also requires Council to review its Procurement Policy every 12 months.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

An implication of adopting the Draft Procurement Plan will be Strathbogie Shire Council’s procurement improving it’s transparency. By removing the acceptable vs preferred method from the procurement thresholds and replacing it with monetary amount thresholds that provide direction on procurement method, removes arbitrary and undisclosed decision making in regard to procurement method.

9.9 Council Policy Review
- Procurement Policy (cont.)

FINANCIAL VIABILITY CONSIDERATIONS

The draft Procurement Policy provides guidelines allowing for Council to achieve Best Value in all aspects of procurement.

SUSTAINABILITY CONSIDERATIONS

Environmental considerations are made during Tender processes; Tenderers are asked to provide and were assessed on their Environmental Policies as a component of the Quality Management Schedules.

Supporting our local economies through Local Content/Economic Benefit tender evaluations helps sustain our communities.

Economic

The author of this report considers that the recommended changes to the Procurement Policy will have no significant economic implications on the wider community however it does provide support to and increase emphasise to local businesses and social procurement within the municipal district.

Social

The author of this report considers there will be some positive social implications to this report and changes to the Procurement Policy. With a greater emphasise on social and local business, it is hoped it will improve:

- (a) sense of community – e.g. cultural activities, stakeholder participation, recognition of diversity, cultural heritage or social cohesion;
- (b) community health and well-being – e.g. recreation facilities, public safety, health services and facilities or public health implications;

Environmental

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

INNOVATION AND CONTINUOUS IMPROVMENT

The author of this report considers the changes to the Procurement Policy if adopted is a significant improvement in strengthening and providing clarity to the procurement purchasing threshold.

CONCLUSION

The author of this report has reviewed and updated the current Strat bogie Shire Procurement Policy. The author recommends Council adopts the new draft Procurement Policy.

ATTACHMENTS

Attachment 1: Draft Procurement Policy

ATTACHMENT 1:



PROCUREMENT POLICY

COUNCIL POLICY	
Document ID	407023
Effective Date:	18 November 2014
Last Review:	May 2018
Current Review:	October 2020
Adopted by Council:	
Next Review Date:	Annually
Responsible Officer/s:	Director Corporate Operations Procurement and Contracts Officer

Purpose

The purpose of this Policy is to ensure that Council's procurement processes achieve best practice in the following:

- Best Value, value for money, innovation and continuous improvement in the provision of services for the community;
- consistency with Council values;
- a strategic approach to procurement planning, implementation and evaluation;
- actively supporting and acknowledging the importance of local businesses within the Strathbogie economy
- enabling sustainable outcomes including economic, environmental, indigenous and social sustainability;
- efficient and effective use of Council resources;
- utilising collaboration and partnership opportunities
- high standards of probity, transparency, accountability and risk management; and
- compliance with legislation, Instrument of Delegations (i.e. the authorisation of officers to approve a range of functions in the procurement process), the current *Council Plan* objectives, Council policies and industry standards.

Objective

Section 186A (1) and (9) of the *Local Government Act 1989* (the Act) requires the Council to prepare, approve and comply with a Procurement Policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by the Council.

Scope

This Policy applies to all Council contracting and procurement activities and is binding upon Council, Council Staff (including temporary employees), contractors and consultants while engaged by the Council.

Standards

Council's procurement activities will be carried out to the professional standards required by best practice and in compliance with the

- *Local Government Act 1989*
- Procurement Guidelines
- Conflicts of Interest Policy/Guidelines
- Fraud policy
- Councillor Code of Conduct
- Staff Code of Conduct
- CEO Directive - Procurement Guidelines
- Corporate Card Policy

- Gifts, benefits and Hospitality Policy
- Occupational Health and Safety Policy
- Risk Management Policy
- Project Management Guidelines (PMF)
- Victorian Local Government Best Practice Procurement Guidelines 2013
- Other relevant legislative requirements.

Policy Statement

Council recognises that a procurement policy and its associated guidelines will support the achievement of the Council's strategic procurement objectives.

Council is committed to ensuring its purchasing practices are sustainable, efficient and deliver value for money, while encouraging a competitive environment for suppliers and seek to support local enterprise to provide current and long-term benefit to the community.

Principles

Council's purchasing practices are based on the following principles:

Integration with Council Strategy

Council's procurement strategy shall support the aims and objectives of Council's current Council Plan.

The principle of responsible financial management must be applied to all procurement activities, including ensuring that existing funds within an approved budget, or a Council Resolution, is established prior to the commencement of any procurement action. Approvals for all variations (either individual or cumulative) will be in accordance with Council's Procurement Guidelines.

Best Value

Section 208A & section 208B of the Act requires that Council must adopt and comply with Best Value Principles.

Section 208F requires Council to ensure any quality or cost standards it adopts are available for public inspection.

Section 208G requires Council to report at least once a year to its community on what has been done to ensure that it has given effect to the Best Value Principles.

Value for Money

Council's Procurement activities will be carried out on the basis of obtaining value for money. Value for money is centred on obtaining the best quality and value for the price and ensuring that the quality of the goods and services meets Council's criteria with regards to policy, performance, risk, and cost constraints. This also , includes minimising the total cost of ownership over the lifetime of the goods and services, reliability and delivery considerations.

Fair and Honest Dealing

All prospective contractors, consultants and suppliers will be afforded an equal opportunity to submit a tender or quote. Impartiality must be maintained throughout the procurement process.

Conduct of Councillors and Council Staff (Ethics and Probity)

Council's procurement activities will be performed with integrity, and in an ethical and transparent manner.

Gifts and Hospitality

No Councillor or member of Council Staff shall, either directly or indirectly;

- provide gifts, and or hospitality to contractors or their representatives and;
- solicit or accept gifts; and or hospitality from contractors or their representatives.

This includes organisations, firms or individuals with whom Councillors or members of Council staff have official dealings.

Accountability and Transparency

Accountability in procurement means being able to demonstrate and provide evidence to an independent third party that a defined process has been followed and that the process is transparent, fair and reasonable.

Local Procurement

Consistent with value for money principles, where different products are of comparable price and quality can be sourced either locally or regionally, preference will be given to local suppliers.

To encourage a focus on local economy, including supporting local employment and local businesses:

- Council officers should seek at least quotation(s) from a local supplier(s), if available;
- For all tenders where anticipated contract sum is greater than \$200,000 including GST, a Local Economic Impact Statement must be submitted by tenderers that will detail the level of local content including labour, materials, plant and supervision. Council will examine where the business has its head office, the percentage of staff employed, percentage of materials, plant and equipment used and what impact the business offers the local economic community.
- Where the highest scoring tenderers are within 10% of the weighted tender evaluation score, the evaluation panel will assess the local economic impact statement submitted by the preferred tenderers.

Local is defined as within the municipal district and for a joint tender, within the municipal districts of the participating Councils

Panel of Supplier Contract Arrangements

A Panel of Supplier Contract arrangement is a group of pre-approved suppliers that meet the required skillset, demonstrated experience and quality management systems, along with valuing and rewarding local content.

Council officers MUST use existing Panel of Supplier Contract arrangements (where they exist) for spends between \$0-\$50,000 including GST. Council Officers may consider

purchasing outside of the Panel of Suppliers Contract Arrangements if the purchase has a specific scope not catered for within the existing Panel of Suppliers Contract such as differing payment terms, completion dates or hold points. Should the procurement requirement not fall into the existing Panel of Suppliers Contract, regular purchasing requirements should be considered (refer to the Purchasing Threshold table).

The purpose of Panel of Supplier arrangements is threefold;

- a) it provides compliance requirements under the Local Government Act for potential aggregate spends on services and supplies over \$50,000 including GST,
- b) it provides for significant procurement efficiencies in streamlining a go-to list for lower/mid range procurement, and
- c) seeking services and supplies via public tender provides a robust, transparent and commercially accessible mechanism to obtain Best Value.

Once awarded, the responsible Council Officer will be required to seek quotes using the panel contract and their schedule of rates, plus requesting a timeline and methodology; doing this ensures we ALWAYS obtain best value.

When commencing a public tender process for Panel of Supplier Contract arrangements Council must refer to and follow the Purchasing Thresholds for delegation approval. It is recommended that Panel of Supplier Contract arrangements are presented to Council for approval via Council resolution, ensuring Council approve potential aggregate spend over \$150,000 including GST.

Aggregate spend is defined by any consistent, repetitive accumulative spend, inclusively up to 10 -15 years.

Social and Indigenous Procurement

Council is committed to implementing sustainable and strategic procurement practice, which enhances partnerships with community and Indigenous stakeholders, enabling capacity building and providing a range of social benefits.

For listing of local Indigenous suppliers, click on the following link for Supplynation.org.au
https://ibd.supplynation.org.au/public/s/search-results?_ga=2.137681396.599324299.1603239849-927655219.1603239849&_gac=1.212977184.1603239849.EA1a1QobChMIkJKk5bXE7AlVB7eWCh048gXkEAAYASABEgJ73fD_BwE

Environmental Sustainability

Council is committed to enhancing the environment by adopting the principles of environmentally sustainable procurement, by giving preference to those products that have recycled or reused content, within the context of purchasing on a value for money basis. Consideration will also be given to the whole life cycle of these products in terms of the impact on the environment during the product's production, use and disposal.

Sustainable Procurement

In accordance with the current *Council Plan*, the organisation's procurement decisions and initiatives will be based on clear and transparent evidence, informed economic, environmental and social considerations.

Procurement methods

Council's standard methods for procuring goods, services and works shall be by:

- a) petty cash, or corporate credit or debit card or purchase order for low value simple purchases;
- b) a quotation process for purchases;
- c) contract following a tender process;
- d) purchasing schemes or approved suppliers including collaborative purchasing arrangements with other councils, agency arrangements (section 186(5) (b)) and Ministerial approved schemes (section 186(5) (b)) such as the Municipal Association of Victoria, Procurement Australia and State Purchasing Contracts;
- e) the Council or the CEO may approve other methods of procurement or exemptions to this Policy due to abnormal circumstances such as emergencies, sole suppliers or interruption to a delivery of key services in accordance with their level of authority; and
- f) Ministerial exemptions from tendering requirements in exceptional circumstances such as natural disaster recovery or interruption to a delivery of key services.

Low Value Transactions

An item with a value of less than \$1,000 (Table refers to 2 quotes for under \$1,000) can be procured through a single verbal quote with an email confirmation copied to their respective Delegated Manager. This email request and approval should be saved in Info Wise for audit trail purposes.

Payments for these types of purchases can be processed through Council's corporate card or purchase without Purchase Order, as long as it is in compliance with Council's Procurement Exemption list (through Council's Procurement Guidelines), which allows for these types of purchases to occur, subject to approval by Council's respective Financial Delegate.

EXEMPTIONS

For purchases under \$150,000, exemptions to procurement threshold methods may be sought from the Executive Leadership Team. Officers are to provide a detailed report to ELT for their review and make themselves available to answer questions during the ELT meeting. Support from the Procurement and Tenders Officer can also be requested with the process.

Examples of circumstance where exceptions may apply:

- Urgent purchases due to emergency and grant funding deadlines
- Minimum quotes sought, but not provided, or sole supplier
- Niche, highly skilled and limited suppliers available (egg, less than 3 statewide)

60% PRICE EVALUATION WEIGHTING

Submitted pricing for Formal RFQs and RFTs MUST have an evaluation weighting of at least 60%. Requests for a reduction in the 60% pricing weighting MUST be approved by Council via Council resolution. A detailed report outlining the reasons must firstly be endorsed by ELT prior to presentation to Council.

Delegations Reserved for the Council

Only the Council can award contracts that are greater than:

- \$150,000 incl. GST for goods and services
- \$200,000 incl. GST for works

Delegation of Procurement Authority

Council procurement activities are undertaken using Financial Delegations, allowing Council staff to approve certain purchases, quotation, tender and contractual processes without prior referral to the Council.

Please refer to:

<https://magiq.edrms/docs/~D423121> (Procurement Quick Reference Guide)

<https://magiq.edrms/docs/~D603337> (Financial Delegations)

Procurement Thresholds

Purchases of goods and services or works are subject to the following thresholds, including GST, in total;

Council should aim to procure goods based on the preferred method, however, where this is not achievable; the acceptable method may be used.



Procurement Threshold Table

Expenditure Thresholds (inc. GST)	1 Quote	2 Written Quotes	3 Written Quotes	Public Tender	Approval Process	Procurement Method
<\$1,000	☐				Delegated Staff	Minimum one verbal quote (must be documented)
\$1,000 - \$10,000	☐	☐	☐	☐	Delegated Staff	Request for Quotation (RFQ) (email)
\$10,001 - \$25,000	☐	☐	☐	☐	Delegated Staff/ Managers	Request for Quotation (RFQ) (email) (Minimum of 3 quotations)
\$25,001 - \$50,000 <i>(Goods or Services & Works)</i>	☐	☐	☐	☐	Delegated Managers approval via Recommendation on Procurement Plan	Minimum 3 Request for Quotation (RFQ) or Formal Request for Quotation (RFQ) - Short form Contract
\$50,001 - \$100,000 <i>(Goods or Services & Works)</i>	☐	☐	☐	☐	Group Manager/ Directors	Formal RFQ Process— Contract required
\$50,001 - \$100,000 NICHE SUPPLIERS <i>(Goods or Services & Works)</i> ** ELT Exemption Approval required	☐	☐	☐	☐	Group Manager/ Directors	Formal Select (Invitation Only) RFQ (Minimum 3 written quotations)
\$100,001 - \$150,000 <i>(Goods or Services)</i>	☐	☐	☐	☐	CEO	Formal Request for Tender (RFT) (high risk/high complexity)
\$100,001 - \$200,000 <i>(Works)</i>	☐	☐	☐	☐	CEO	
\$150,001 - \$200,001 + <i>(Goods or Services & Works)</i>	☐	☐	☐	☐	Council	Formal Request for Tender (RFT) (high risk/high complexity)

Definitions:

RFQ – Request for Quotation via email

An informal email to suppliers (minimum three), can be self-managed or with support from Procurement and Tenders Officer

Formal RFQ – Request for Quotation

A formal public quotation process using Contract, Schedule and Specification Documents using on-line tender portal TenderSearch via the Procurement and Tenders Officer. Standard opening is 9am Friday morning, Advertising in Public Notices with Saturday's Age upon opening plus local newspapers if required, closing 4pm Wednesday (13 business days). A detailed Procurement Plan including evaluation weightings and Evaluation Panel members must be completed prior to release.

Formal Select RFQ – Select (Invite only) Request for Quote for Niche Suppliers.

A formal private quotation process using Contract, Schedule and Specification Documents using on- line tender portal TenderSearch via the Procurement and Tenders Officer. Minimum opening period is 10 working days. Minimum of THREE suppliers to be invited. ELT Exemption MUST be obtained. A detailed Procurement Plan including evaluation weightings and Evaluation Panel members must be completed prior to release.

Formal RFT – Request for Tender

A formal public tender process using Contract, Schedule and Specification Documents for more complex higher value projects >\$100,001+, using on-line tender portal TenderSearch via the Procurement and Tenders Officer. Standard opening is 9am Friday morning, Advertising in Public Notices with Saturday's Age upon opening plus local newspapers if required, closing 4pm Wednesday (19 business days). A detailed Procurement Plan including evaluation weightings and Evaluation Panel members must be completed prior to release.

Occupational Health and Safety

Council is committed to procurement activities that provide a safe working environment for employees, volunteers and contractors. Council requires all its contractors and suppliers to share and demonstrate this commitment to providing a safe and healthy environment. All Contractors are required to complete Strathbogie Shire's online OH&S induction.

Risk Management

Risk management is to be appropriately applied at all stages of procurement activities ensuring sufficient planning is carried out in a manner that will protect and enhance Council's capability to prevent, withstand or recover from any interruption to the supply of goods, services and works, to mitigate Council's exposure to the risks associated with the procurement activity.

Economic Sustainability

Council's procurement activities will be carried out on the basis of obtaining value for money. This means minimising the total lifecycle cost consistent with acceptable quality, reliability and delivery considerations. Section 186(4) of the Act provides that the Council is not required to accept the lowest tender or accept any tender.

Local is defined as within the municipal district and for a joint tender, within the municipal districts of the participating Councils

Disclosure of information

Councillors and Council staff are to protect information received by the Council that is Commercial in Confidence and the information must not be disclosed.

Performance Measure and Continuous Improvement

Council will establish and put in place management reporting systems to monitor performance against targets and compliance with procurement policy and guidelines. Procurement procedures, innovative practices, guidelines and costs will be benchmarked externally. Internal service standards will be agreed within Council and set performance criteria against these targets will be measured, reported and reviewed regularly to support continuous improvement.

Dispute Resolution

Any Dispute arising from the application of this policy will be referred to the Chief Executive Officer for investigation and resolution.

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

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

Aboriginal and Torres Strait Islander Engagement

Council, depending on the nature of the procurement, is committed to explore opportunities in engaging Indigenous businesses for the delivery of goods and services. This may result in engagement as a contractor, a subcontractor or individual's employment as a result of provision of goods, services or works to the Council.

Review

This policy is required to be reviewed at least once in each financial year as per section 186A (7) of the *Local Government Act 1989*.

9.10 Continuation of the Castle Creek Flood Mitigation Project

Author: Manager Asset Planning

Responsible Director: Acting Director, Community & Planning

EXECUTIVE SUMMARY

In February 2019, Council was successful in obtaining grant funding for the Castle Creek Flood Mitigation Project.

This project focused on the development of a new floodplain management plan for Euroa and mitigation projects, to examine the effect of an historical informal levee identified as restricting overland flows across the floodplain and the construction of additional spur levees to protect houses still exposed to flooding.

The activities undertaken within this project are: -

- Castle Creek Survey for monitoring of stream profile including levee bank (completed)
- Flood Plain Management Plan (due early December 2020)
- House Protection Levee (under tender evaluation CN 20/21-14)

The preferred tenders' price is in the order of \$74,000 above the current remaining budget for the works.

RECOMMENDATION

That Council:

- 1. Agree that the House Protection Levee activity is to be completed under this grant funding.***
- 2. Negotiate with the preferred tenderer to identify cost savings for this project in an effort to undertake the required work within the current budget allocation and in this financial year.***
- 3. If substantial savings cannot be achieved without undermining the intended outcomes, to allocate the required expenditure within the 2021/2022 Council Budget to complete the works.***

PURPOSE AND BACKGROUND

The purpose of the report is to determine if the last component for the Natural Disaster Resilience Grant Scheme is to proceed.

9.10 Continuation of the Castle Creek Flood Mitigation Project (cont.)

Euroa and surrounds were directly impacted by flooding on 2 December 2017 and the recently augmented Castle Creek Levee functioned well during the Flood event. However, an existing historic informal levee was identified as in a position and at a height to have considerable influence on: -

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

A flood recovery meeting was held with residents, Council and emergency services on 4 December 2017. An outcome of the meeting was the suggested provision of formal spur levees on the floodplain to protect two houses and remove the need for sandbagging. The existence of an historic informal levee located immediately downstream of the bridge over the Castle Creek was also identified.

Additionally, a post flood inspection after the flood event in December 2017 identified the need for the following work: -

- Alignment of fallen trees with the bank
- Beaching of collapsed bank in the Golf Course
- Embankment stabilization
- Desilting under railway bridges with consideration of formal silt traps

During August of 2018, Council applied for funding from the 2017-18 Natural Disaster Resilience Grants Scheme (NDRGS) to strengthening community resilience to natural disasters.

This grant funding was sourced as Council requires the means to prescribe appropriate methods to initiate and guide the removal and disposal of obstructions to the Castle Creek waterway, mitigate the effects of flooding and allow flood waters to pass freely. As Council has an interest in the continued effectiveness of the waterway as part of the urban infrastructure within its care, its capability to drain freely and continue to receive stormwater drainage and allow the passage of drainage water without adverse impacts upon people or property.

The Castle Creek Levee systems are a series of earthen embankments which Council has constructed alongside the creek as a key part of the flood protection measures in Euroa. The existing levee is situated south of the town of Euroa on the eastern bank of Castle Creek. It extends upstream from the Railway line to the/concrete road bridge in Birkett Street near the intersection with Clifton Street (which is used 'as' part' of the levee bank). It then extends north of Boundary Road until it crosses the road and continues into the golf course. The levee bank then continues east of Castle Creek and terminates in the golf club grounds.

The Castle Creek levees traverse both Crown land and private property.

- The total length of the levees is about 2.7km.
- The levees are generally 1- 1.3m high and have a maximum footprint of about 15m width.

9.10 Continuation of the Castle Creek Flood Mitigation Project (cont.)

Part of the management plan will also be the construction of formal spur levees on the floodplain to protect two houses and the removal of an existing informal levee located immediately downstream of the bridge over the Castle Creek.

The total amount of funding requested by Council from the NDRGS was \$120,000 with Council contributing \$60,000 providing a total project cost of \$180,000. Council also made available \$80,000 of funds necessary to undertake any repairs or replacements of any long-term degradation and depreciation of the levees.

Works entailed under this scheme are: -

- Creek Bed Survey for the monitoring of stream profile including levee bank
- Development of a new floodplain management plan
- Design and construction of a House Protection Levee

The construction of a House Protection Levee is the only outstanding activity.

ISSUES, OPTIONS AND DISCUSSION

The original design was for an earthen bank surrounding the house, but this type of design affected the functionality of the property due to the required width and was changed to a retaining wall utilising concrete blocks. It is through this change in the type of retaining wall required that increased the price for construction.

The preferred tenders' price is in the order of \$74,000 above the current remaining budget for the works.

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The options available to Council are: -

- Negotiate with the preferred tenderer to identify cost savings for this project in an effort to undertake the required work within the current budget allocation and in this financial year.
- If substantial savings cannot be achieved without undermining the intended outcomes, to allocate the required expenditure within the 2021/2022 Council Budget to complete the works.

Discussions with the Emergency Management Victoria, who are managing the NDRGS, are in agreeance to allow for a project extension if works are extended within the 2021/2022 financial year.

- Cancel the intended works and undertake the total works within the 2021/2022 financial year.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the municipal community is to be engaged in strategic planning and strategic decision making.

9.10 Continuation of the Castle Creek Flood Mitigation Project (cont.)

Ongoing from the flood recovery meeting with residents, this project also includes community education and awareness of best practice for mitigation at a local level. This process will focus on the sharing of lessons learnt from previous events and an explanation of the infrastructure improvements and their benefits/outcomes anticipated, once the floodplain management plan has been completed.

Additionally, the overall project will include increasing community knowledge, understanding and resilience. This will be delivered via a number of flood planning workshops, information sessions and training opportunities that will increase the community's capacity to deal with unexpected flooding.

POLICY CONSIDERATIONS

Council Plans and Policies

- Council Plan: -
 - Goal 3 - To provide quality infrastructure;
 - Key Strategy – Provide best practice management of all assets including roads, bridges and facilities;
 - Approach – Target major capital works projects to seek government funding to reduce Council's costs.
- Asset Management Policy
 - Asset renewal – is the upgrading or replacement of an existing Asset, or a component, that restores the service capability of the Asset to its original functional condition and performance.
- Asset Management Strategy
 - Ensure the Shires infrastructure enhances efficiency for people and freight movement, service delivery and community amenities.

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

This project is part of the initiative under the *Natural Disaster Resilience Grants Scheme* with financial commitments by the Australian, State and Local Governments. This initiative is fundamentally about building flood resilient for those at-risk communities, and importantly to assist with future land-use and development assessment through incorporating flood zone and overlay controls with improved knowledge of flood behaviour (i.e. flood intelligence). Further, it may inform the future strategic land-use planning particularly in and around township areas throughout the study area.

9.10 Continuation of the Castle Creek Flood Mitigation Project (cont.)

The Goulburn Broken Regional Floodplain Management Strategy (2018-2028) seeks to improve flood resilience through the delivery and implementation of four programs, namely:

1. Flood Mitigation Infrastructure.
2. Total Flood Warning Systems.
3. Land-use Planning; and
4. Municipal Flood Emergency Plans.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

There is no specific legislative power which applies to this matter, Council may rely on its general power under s.10 of the Act which provides that subject to any limitations or restrictions imposed by the Act or any other Act, Council has the power to do all things necessary or convenient to be done in connection with the performance of its role.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

Decisions made by Council will be: -

- undertaken in accordance with the Act and the Governance Rules;
- will be conducted in an open and transparent forum with information available via Council reports,

Council meetings will be open to the community or can be viewed on the livestream (and available as a recording) unless closed for reasons permitted by s.66(2) of the Act.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

To complete the required activities under the NDRGS, an additional \$74,000 is requested, subject to negotiations with the preferred tenderer.

9.10 Continuation of the Castle Creek Flood Mitigation Project (cont.)

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

The author of this report has considered the following economic implications of the proposal:

- (a) land – protection of resource used to produce goods and services;
- (b) labour – minimise the requirements from emergency services;
- (c) capital – minimising the need to spend capital on flood repair works;

Social

The author of this report has considered the following social implications of the proposal:

- (a) community services – the maintaining of accessibility to services by preventing infrastructure failure;
- (b) community health and well-being – ensuring public safety by the minimising local flooding;

Environmental

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

Climate change

The effects of Climate Change, with regards to the level of service of the Castle Creek levee, is to be assessed within the new floodplain management plan.

HUMAN RIGHTS CONSIDERATIONS

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.

CONCLUSION

Through Council's assessments of its assets, identification of priority works and the securing of grant funding, Council is able to undertake identified works to maintain and/or support its infrastructure.

Council is to determine the priority for when the House Protection Levee activity is to be completed under the NDRGS.

ATTACHMENTS

Nil.

**9.11 2017-2021 Shire of Strathbogie Council Plan (2020 Review)
- First Quarter Report ~ 1 July to 30 September 2020**

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

Quarterly reports are presented to Council to provide an update on the status of the Key Strategies of the 2017-2021 Council Plan, following its annual review in 2020. The Key Strategies of the Plan have been reviewed and progress updated, and details are provided in the attached report for the first quarter period; July to September 2020.

RECOMMENDATION

That Council note the report for the July to September 2020 quarter following the 2020 review of the 2017-2021 Council Plan.

PURPOSE AND BACKGROUND

To provide Councillors, staff and the community a progress report on updates to the key strategies of the 2017-2021 Council Plan following its review in 2020.

ISSUES, OPTIONS AND DISCUSSION

The 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council meeting held on Tuesday 27 June 2017. The 2020 review of the 2017-2021 Shire of Strathbogie Council Plan was adopted by Council at a Special Council Meeting held on Tuesday 21 July 2020.

The 2020 Review of the 2017-2021 Shire of Strathbogie Council Plan has, in summary:

Eighty (80) 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 ~ 3 Actions*
- > *Goal 2 - To sustainably manage our natural and built environment*
 - *To promote and support sustainable environmental initiatives ~ 6 Actions*
 - *Mitigate and adapt to a changing climate ~ 4 Actions*
 - *Protect and enhance our natural environmental assets ~ 2 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 ~ 8 Actions*
 - *Provide passive and active recreational facilities ~ 5 Actions*

9.11 2017-2021 Shire of Strathbogrie Council Plan (2020 Review)
- First Quarter Report ~ 1 July to 30 September 2020 (cont.)

- > *Goal 4 - To support and deliver economic development*
 - *Promote and support local business and produce ~ 2 Actions*
 - *Support tourism and business development ~ 6 Actions*
 - *Prove innovative and sustainable land use planning ~ 3 Actions*
 - *Attract new residents ~ 1 Action*
 - *Grow investment and employment opportunities ~ 1 Action*
- > *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 ~ 3 Actions*
 - *To communicate and engage effectively with our community and key stakeholders ~ 3 Actions*

All Actions are due for completion by 30 June 2021. As at 30 September 2020, ten (10) actions have been completed.

COMMUNITY ENGAGEMENT

Following the 2020 review of the 2017-2021 Council Plan, the draft Plan was placed on public exhibition for community members to review and provide comments on. The Plan was subsequently updated following review and consideration of comments.

POLICY CONSIDERATIONS

Council Plans and Policies

Council Policies and Strategic Plans are considered when preparing the Council Plan to ensure consistency with the overall objectives of Council, and their association with key strategies in the Plan.

LEGAL CONSIDERATIONS

Legislation requires Council to prepare and adopt a Council Plan for at least a four year period after a general election. The process for the current Council Plan has adhered to the requirements of the Local Government Act 1989 since the general election in 2016.

The 2020 review of the 2017-2021 Council Plan is the final review in the term of this Plan.

Under the Local Government Act 2020, Council is required to develop a Council Plan for at least the next four financial years and adopt it by 31 October in the year following a general election.

Council will undertake the necessary processes in the preparation of its new four-year Council Plan in the coming months.

9.11 2017-2021 Shire of Strathbogie Council Plan (2020 Review)
- First Quarter Report ~ 1 July to 30 September 2020 (cont.)

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

Undertaking the exhibition of the draft 2020 review of the Council Plan and taking into consideration any comments received has ensured this requirement has been fulfilled.

FINANCIAL VIABILITY CONSIDERATIONS

All Council Plan actions are considered in conjunction with the preparation of Council's annual budget to ensure associated financial requirements are budgeted for.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Council is mindful of including the needs and requirements of its residents when preparing its Council Plan to ensure there are benefits to all communities in the objectives and strategies included in the Council Plan. These can include –

- (a) sense of community – e.g. cultural activities, stakeholder participation, recognition of diversity, cultural heritage or social cohesion;
- (b) community services – e.g. range and quality of services for different groups (children and families, young people, elderly people and people with disabilities), accessibility of services or cost of services;
- (c) community health and well-being – e.g. recreation facilities, public safety, health services and facilities or public health implications;
- (d) education and skills development – e.g. number and quality of education options for the community, life-long learning opportunities or meeting local needs; and
- (e) transport – e.g. safety for travellers, emissions and fuel consumption, public transport usage, walking and cycling or transportation needs of all people.

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

Communication with our community is a high priority for Council, and the preparation of the Council Plan and the processes undertaken supports Council's commitment to continuous improvement.

9.11 2017-2021 Shire of Strathbogie Council Plan (2020 Review)
- First Quarter Report ~ 1 July to 30 September 2020 (cont.)

HUMAN RIGHTS CONSIDERATIONS

It is considered there are no human rights limitations arising from this report, under the Victorian Charter of Human Rights and Responsibilities Act 2006.

CONCLUSION

Council is required to review its Council Plan at least once every year and make any adjustment to its key strategies deemed necessary. This report provides updates to the key strategies of the 2017-2021 Council Plan following its 2020 review.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Plan Progress Report for the July to September 2020 quarter.





ATTACHMENT 1:

2017-2021 COUNCIL PLAN - 2020 REVIEW -

PROGRESS REPORT

JULY TO SEPTEMBER 2020

Status Indicators Key:

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


Created: 3 December 2020

YEAR: 2020-2021


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 the Strathbogie Health and Community Services Consortium to determine future direction

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Ongoing conversation with Nagambie Health continue to progress the Nagambie Ageing Hub as per the endorsed position by Council at the 15 September 2020 Council meeting. Ongoing involvement with Euroa Health to progress key initiatives including their strategic plan.

ACTION: 1.1.02 Undertake self assessment under Workplace and Equality and Respect Standards

Position(s)	Target Date	% Complete	Status	Comments
Executive Manager People & Culture	30-Jun-2021	33%		This work is underway - the Self Assessment and Respect Standards are part of the legislated change required in the new Gender Equality Act 2020. This will be a significant piece of work in 2021 to meet the audit in June.

ACTION: 1.1.03 Review parking arrangements at Avenel Pre-School and Maternal Child and Health

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	100%		After reviewing the parking arrangements with the Avenel Pre-School and Maternal Child and Health, improvement works have been completed by Council.


ACTION: 1.1.04 Continue to review and implement priorities from the Walking Tracks and Trails Strategy

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	70%		<p>The 11 priority tracks and trails have been mapped and completed, with collateral produced for these as well as online mapping achieved. These have also been listed on the Victoria Walks website as well as being featured in the September/October Edition of the Great Walks Magazine.</p> <p>A further 10 tracks have also been mapped and had collateral produced for them. They are all being heavily promoted post lockdown as applicable.</p>


ACTION: 1.1.05 Seek grant funding to accelerate improvements to the footpath network

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	50%		Grant funding opportunities are continually being reviewed for these and other projects within Council.

ACTION: 1.1.06 Commence new planning cycle for Municipal Public Health and Wellbeing Plan

Position(s)	Target Date	% Complete	Status	Comments
Executive Manager Communications & Engagement	30-Jun-2021	25%		The Municipal Public Health and Wellbeing Plan will be completed as part of the Council Plan. Community engagement planning has started. This year we will be required to conduct deliberative engagement, which will ensure the community's input into the development of these important plans. Community engagement will start in January 2021 and run for several months.

ACTION: 1.1.07 Prioritise actions within the Play and Recreation Framework to allocate available budget to locations

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	100%		In consultation with Community and Finance have allocated funding, based on priority actions and available Council budget, for the Play & Recreation Framework within the LTFP.

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

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Compliance	30-Jun-2021	75%		Contractor being arranged to install fencing.

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 Compliance	30-Jun-2021	50%		Ongoing process through Ranger. To be further developed.

ACTION: 1.1.10 Review Council's Community and Meeting Procedure Local Laws - to reflect contemporary issues

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Compliance	30-Jun-2021	100%		Community Local Law No. 2 2020 adopted by Council 15/09/2020. Meeting Procedure local law now incorporated into Governance Rules, adopted by Council 25/08/2020.

ACTION: 1.1.11 Complete MOU with Nagambie Health for delivery of Nagambie Ageing Hub

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	85%		Council has resolved Intention to advertise contribution of 2 lots to the project. To be further pursued after public submission period.

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 including implementation of priority projects from the Community Action Group Plans

Position(s)	Target Date	% Complete	Status	Comments
Facilities & Recreation Officer	30-Jun-2021	20%		<p>Have been meeting (virtually) with Action Groups and Committees of Management (CoM) from across the Shire to initiate and assist the transition from the previous LGA Section 86 CoM to incorporated legal entities. This is still in progress with new temporary agreement being negotiated.</p> <p>Various planning processes have been interrupted by Covid-19 with all community, sport and recreation facilities closing their doors. This resulted in many Action Groups, sporting clubs and CoM losing their usual external funding streams. This has had a considerable flow on effect where we have needed to support groups in different ways to see them through this period.</p>

ACTION: 1.2.02 Review status of Recreation Reserve Master Plans


Position(s)	Target Date	% Complete	Status	Comments
Facilities & Recreation Officer	30-Jun-2021	20%		<p>The Strathbogie master plans has been budgeted and is scheduled for roll-out this year.</p> <p>Stage One of the Friendlies Precinct master plan has been delivered. The next draft stage will be submitted to Council shortly with NEAD Architects wanting to brief Councillors on their proposal. Further community consultation to follow.</p> <p>After discussions with the Longwood Action Group (LAG), a copy of the 2015 draft master plan has been resurrected with further community consultation to follow.</p>

ACTION: 1.2.03 Achieve funding and deliver Nagambie Youth Hub


Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	100%		Youth Hub completed, disabled toiled facilities, all fitted out. Have also achieved funding for the Nagambie Active Hub on the adjacent Land site.

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


ACTION: 1.3.01 Negotiate MOUs with indigenous representative groups with the aim of developing Reconciliation Action Plans

Position(s)	Target Date	% Complete	Status	Comments
Acting Director Community & Planning	30-Jun-2021	5%		A report went before Council in August 2020. This recommendation was rescinded at the September 2020 Council meeting. Further work is required to brief new Council and prepare consultation strategy.


ACTION: 1.3.02 Review public transport options within the Shire

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	%		Currently setting up to review user needs and current/future public transport operations. The use of private transport (car sharing / taxis) shall also be reviewed. With this data and ongoing discussions with transport providers, Council will be able to plan for and implement an integrated user responsive transport system, aimed at significant gains in efficiency.

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

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	50%		<p>This has been a difficult item to follow up on an implement during COVID-19, as all volunteers were stood down during the lockdown period over the past 8 months. We have regularly contacted them via newsletter and email opportunities. We are also investigating the opportunity of an online Volunteer portal which would make updating and engaging with volunteers much more effective.</p> <p>Discussion have taken place with the Comms and Engagement Team around extending out the Strathbogie Story concept to highlight volunteers/volunteer groups within our Shire and screening these stories as previews within the Euroa Cinema.</p>

ACTION: 1.3.04 Seek funding for provision of emergency power at relief centres, places of last resort within the Shire


Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2021	10%		Reviewing option for portable generators as opposed to power all sites.

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	30-Jun-2021	40%		<p>Fire Management Plan Review complete, MFMP meeting complete and consultation on going (weekly) with Fire Brigade Group Officers.</p> <p>Road side spraying program complete for the whole shire and first round of fire prevention inspections complete (349 courtesy letters issued).</p>

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

ACTION: 1.4.01 Continue implementation of 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 Tourism Arts & Culture	30-Jun-2021	70%		<p>Nagambie Youth Hub was developed to support a Shire wide program to have 2 main gathering sites (one in Euroa, One in Nagambie).</p> <p>For the past 3 years we have had the Engage Youth funding which focuses on building the capacity of Young people.</p> <p>in the last quarter there have been significant impacts as a result of COVID-19, in response to this an online program was developed which included the delivery of weekly learning sessions.</p>

ACTION: 1.4.02 Investigate potential for art work on Nagambie Water Tower

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	70%		<p>As per previous comments, it appears that artwork is unable to be undertaken onto the outside of the Water Tower due to heritage links with Sir John Monash. WE have investigated the option of lighting the water tower and have commissioned a scoping document to outline what this would entail.</p>

ACTION: 1.4.03 Begin implementation of Tourism Arts and Culture Strategy Action Plan

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	40%		<p>This has been difficult to achieve in a COVID-19 environment, as things that were planned had to be cancelled due to lockdown. We are continuing to review the 12 month action plan and revise what can be achieved in the COVID-19 environment.</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
Environment & Waste Coordinator	30-Jun-2021	100%		Council fully acquitted the 2019/20 funds and has been successful in gaining funding again for 20/21.


ACTION: 2.1.02 Complete work with event organisers to implement Zero Waste events

Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	100%		The Waste Wise Event Guide and Waste Wise Events policy have been adopted by Council at its meeting on 15 September 2020. This policy will be introduced over the next year to give event planners time to adjust to the changed requirements.

ACTION: 2.1.03 Support sustainable energy initiatives in the Strathbogie Shire in conjunction with the Environment and Sustainable Development Advisory Committee

Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	50%		This initiative is included in the SS2030 Strategy as an ongoing action. Council is involved with the ongoing Local Government Renewable Power Purchase Agreement with 41 other Victorian Councils to purchase Council energy from renewable sources. Council has installed solar panels on most of its high energy use facilities. 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 Clean Up Australia Day

Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	60%		A Cleanup was undertaken in partnership with Goulburn Murray Water on Sunday 1 March 2020. Residents and visitors collected 15 bags of rubbish around Lake Nagambie on the day. Further opportunities for partnering with GMW to minimise waste in Lake Nagambie are currently being explored.

ACTION: 2.1.05 Continue to support the Goulburn Broken Greenhouse Alliance


Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	100%		Council continues to be an active member of the Goulburn Broken Greenhouse Alliance.

ACTION: 2.1.06 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 Compliance	30-Jun-2021	5%		Yet to be substantially commenced.

STRATEGY: 2.2 Mitigate and adapt to a changing climate


ACTION: 2.2.01 Implement initiatives within the Sustainable Strathbogie 2030 Plan

Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	25%		No budget was allocated to Sustainable Strathbogie 2030 for the 2019/20 financial year.


ACTION: 2.2.02 Identify priorities for flood mitigation/drainage in Violet Town

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	80%		<p>The Violet Town Flood Mitigation/Drainage meeting was held on Wednesday 9th May 2018, at the Violet Town Football/Netball Clubrooms.</p> <p>Council was looking into a Levee Scheme to reduce the properties flooded above floor from 64 to 17 during a 100 year ARI event and from 14 to 1 during a 10 year ARI event. Council suspended work due to risks arising from the Water Act liability framework. These related to financial loss though legal challenge from Landowners due to: -</p> <ul style="list-style-type: none"> • Flood water exceeding that modelled • Compensation not received or not adequate, or • Works not adequate. <p>Council committed funding to the following impacted sites from the December 2016 flash flooding within the 2018/19 Budget: -</p> <ul style="list-style-type: none"> • High Street • Marys Lane and Lily Street • Primrose Street <p>Council is currently reviewing the remaining issues pertaining to flood mitigation/drainage priorities within Violet Town and implementing works once designs have been completed.</p>

ACTION: 2.2.03 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
Acting Director Community & Planning	30-Jun-2021	100%		<p>Pilot program was completed with community input in Bury Street, Euroa. As a result of positive feedback further streets were done, i.e. Kennedy Street, Euroa, Barwon Street, Nagambie, Charman Avenue, Euroa and Violet Town scheduled to be undertaken in November.</p>

ACTION: 2.2.04 Partner with agencies (Catchment Management Authority, Agriculture Victoria, Goulburn-Murray Water, Goulburn Valley Water) to deliver a series of listening posts for farmers to identify issues of concern and how they can be addressed

Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	%		Staff will work with other agencies to identify concerns and responses.

STRATEGY: 2.3 Protect and enhance our natural environmental assets

ACTION: 2.3.01 Review/Implement Tree Management Guidelines


Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2021	40%		Tree Management Policy being prepared for Council's consideration. Draft guidelines will then be prepared.

ACTION: 2.3.02 Continue to assist new land owners in land management through New Residents booklet, website and other means


Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	50%		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 Asset Planning	30-Jun-2021	20%		<p>Council has allocated funding to the identified storm water management projects within the 2020/21 capital works budget, to carry on from projects undertaken from previous financial year.</p> <p>Drainage investigations/designs to be undertaken this financial year are: -</p> <ul style="list-style-type: none"> ~ Stormwater Drains Design Program ~ Pit & Pipe Renewal Program ~ Bank /Queen/Belmont Street Road & Drainage Upgrade ~ Nagambie Industrial Estate - Drainage Scoping ~ McGregor Avenue Retarding Basins Upgrade with Pump System ~ Create Easements for Flood Levees ~ Ballantyne Rd Retention Basin design <p>The following works have commenced: -</p> <ul style="list-style-type: none"> ~ Boundary Road South - existing services relocations ~ Castle Creek floodplain management plan & levee monitoring protection ~ Feasibility study into an Alternative Water Supply for Nagambie - use of treated storm water for irrigation of open spaces and recreation reserves.

ACTION: 2.4.02 Develop Guidelines and priority locations for improvements to street lighting in accordance with adopted policy

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	55%		<p>Requests for additional street lighting considered on ongoing basis (no current budget for implementation).</p> <p>Township study have been implemented to determine current and desired levels of lighting and establish a street lighting program.</p> <p>Collection of data on existing infrastructure is completed and the review of street lighting design requirements is continuing.</p> <p>The Street Lighting Policy has been approved by Council.</p>

STRATEGY: 2.5 Provide efficient and effective waste management programs

ACTION: 2.5.01 Implement expanded kerbside collection on collection routes as identified in the Waste Management Strategy

Position(s)	Target Date	% Complete	Status	Comments
Environment & Waste Coordinator	30-Jun-2021	40%		<p>Staff work to expand routes where there are requests and sufficient demand from residents. Council staff last year also looked at extending the "collector routes" and bringing the properties that have the truck drive past their front gate onto the route. This was put on hold due to COVID 19 and will be reinvestigated in 2021.</p>

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
Environment & Waste Coordinator	30-Jun-2021	20%		<p>Council work with GM Water to improve litter collection into our water ways. Most recently we partnered to do Clean up Australia day at Lake Nagambie.</p>


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 Review Council Asset list to ensure ongoing need

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	30%		Report identifying Council owned properties completed . To be analysed for candidates no longer needed.


ACTION: 3.1.02 Complete survey and design for footpaths, kerb and channelling and parking at the east end of Bank, Belmont, Queen Street, Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	75%		<p>Community consultation on the concept design has been completed, taking into consideration a number of prospective new developments within the area (residential / commercial) that will have a direct affect to the intersections along Bank Street and the feedback collated has been incorporated within the detailed design.</p> <p>The design has been provisionally approved by Rural Roads Victoria, subject to further detailed discussions with the rail authorities. In the interim, Council shall be undertaking drainage improvement works within the 2020/21 financial year and undertake further road, intersection and footpath improvement works in unison with further developments within the area.</p>

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
Chief Executive Officer	30-Jun-2021	50%		Funding achieved for Nagambie Youth Hub (\$250,000), Nagambie Locksley Road bridge (\$600,000). Currently seeking funding for Nagambie foreshore path, agricultural roads.


ACTION: 3.1.04 Progress review of Nagambie Growth Management Plan

Position(s)	Target Date	% Complete	Status	Comments
Acting Director Community & Planning	30-Jun-2021	95%		Review completed for main document and will be brought before Council for adoption. Further work for the supporting documents is currently underway.

ACTION: 3.1.05 Formalise Euroa parking arrangements after adoption of Euroa Township Strategy

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	%		Parking study to commence in early 2021.

ACTION: 3.1.06 Continue support of Roads Advisory Committee

Position(s)	Target Date	% Complete	Status	Comments
Director Corporate Operations	30-Jun-2021	50%		Consideration for Committee structures to occur with new Council.

ACTION: 3.1.07 Prioritise outcomes of condition assessment of public toilets


Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	40%		Condition assessment of all Public Toilets is completed and the strategy to be developed during 2021.

ACTION: 3.1.08 Implement extension of angle parking in Nagambie including 2-hour limit in appropriate locations.

Position(s)	Target Date	% Complete	Status	Comments
Manager Operations	30-Jun-2021	100%		Signage plan completed and procured 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 in Euroa and over Hughes Creek between Kent Street and Watson Street in Avenel

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	50%		Review of Rockies bridge project and scoping has commenced and for the Hughes Creek bridge, discussions are proceeding with the GBCMA as to the best design option to prevent future household flooding as a result of the installation of a crossing.


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

Position(s)	Target Date	% Complete	Status	Comments
Manager Project Delivery	30-Jun-2021	100%		All works completed within budget on scheduled timeframe.


ACTION: 3.2.03 Continue to implement outcomes of the Community Pools Strategy

Position(s)	Target Date	% Complete	Status	Comments
Facilities & Recreation Officer	30-Jun-2021	10%		<p>Belgravia Leisure have been engaged to manage the pools for this season which was one of the suggested management models from the pool strategy. Various initiatives have been implemented including Point of Sale computer systems along with attendance tracking technologies. This will assist greatly in future planning.</p> <p>Social Media pages have been set up for each pool to create a different “feel” for each pool which as also suggested in the pool strategy document.</p> <p>A working party has been formed from the Community Well Being & Projects Teams to assist in implementing the pools strategy. Further consultation with the various Friends of the Pools committees is on-going.</p>

ACTION: 3.2.04 Seek Stage 2 funding for Stage 2 boardwalk Seven Creeks Park in Euroa

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	70%		<p>A submission was made in July 2020 for funding for this project in conjunction with two other interlinked projects at Nagambie - unfortunately we were unsuccessful in obtaining this funding.</p> <p>Other funding opportunities are constantly being reviewed and considered for this project.</p>


ACTION: 3.2.05 Progress priority projects identified in the Nagambie Tourism Infrastructure Business Case

Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	25%		<p>A funding application was submitted to the Community Sport Infrastructure Stimulus Program in June 2020 as part of an \$11 million project that highlighted three of the priorities from the Nagambie Tourism Infrastructure Business Case being:</p> <ol style="list-style-type: none"> 1. Rowing Course Deepening – dredging of the 2km rowing course to a 3 metre depth 2. Peninsula Extension – construction of a 300m boardwalk 3. Foreshore Walk – Construction of a safe, accessible connection between Regatta Centre Precinct and town centre <p>Unfortunately we found out on 14/08/2020 that we had been unsuccessful in this application and the feedback we received was that the funding program had been very heavily oversubscribed. Further funding opportunities will be pursued as they become available.</p>


GOAL: 4 To support and drive economic development

STRATEGY: 4.1 Promote and support local business and produce

ACTION: 4.1.01 Promote local businesses through a Bi-Annual Business Awards program

Position(s)	Target Date	% Complete	Status	Comments
Economic Development & Projects Coordinator	30-Jun-2021	0%		Suspended due to COVID. Has been discussed, but no further action to date. Will resume discussions in the new year.

ACTION: 4.1.02 Support and engage with local representative business groups

Position(s)	Target Date	% Complete	Status	Comments
Economic Development & Projects Coordinator	30-Jun-2021	80%		Regular communications with these groups has occurred throughout the pandemic and will be ongoing.

STRATEGY: 4.2 Support tourism and business development


ACTION: 4.2.01 Review results of Longwood free camping trial and implement recommendations

Position(s)	Target Date	% Complete	Status	Comments
Team Leader Compliance	30-Jun-2021	75%		Report on Longwood trial endorsed by Council 16/6/20. Further actions to follow


ACTION: 4.2.02 Partner with business groups to develop support programs

Position(s)	Target Date	% Complete	Status	Comments
Economic Development & Projects Coordinator	30-Jun-2021	50%		Funding to be released to support assistance and membership. We have developed a shire wide business communications network with regular communication throughout the pandemic.


ACTION: 4.2.03 Continue to promote smaller communities through presence on the Strathbogie Shire website, the investigation of interpretive signs and historical information and other mediums

Position(s)	Target Date	% Complete	Status	Comments
Executive Manager Communications & Engagement	30-Jun-2021	50%		The map on the front page of our website is being updated to ensure the inclusion of smaller town. Through the Strathbogie Story we have also featured information and images of towns throughout the Shire. The promotion of our townships will continue as we investigate branding strategies for our Shire.


ACTION: 4.2.04 Implement Policy on town entry and roadside signage

Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	75%		The Boundary, Town Entry and District Signage Policy was adopted by Council on 18 June, 2019, and implementation of the programmed is orchestrated by Operations.

ACTION: 4.2.05 Ensure appropriate involvement in new regional tourism structure


Position(s)	Target Date	% Complete	Status	Comments
Manager Tourism Arts & Culture	30-Jun-2021	50%		<p>We are still awaiting the decision from the Victorian Government in relation to the alignment of Strathbogie Shire within a recognised Regional Tourism Board. With Council endorsement a Letter was sent to the Minister for Tourism - Martin Pakula to request that information be provided on a decision of the State Government Tourism Review - we are still awaiting a response.</p> <p>We have also reached out to Mark Francis at the Murray Tourism Board, who we understand we will be aligned with to start discussions about what the structure of the Board looks like and where it is envisioned that Strathbogie Shire will fit in.</p> <p>No further action can be undertaken until the results of the Tourism Review are officially announced.</p>

ACTION: 4.2.06 Install a dump point in Nagambie


Position(s)	Target Date	% Complete	Status	Comments
Manager Asset Planning	30-Jun-2021	20%		Investigations into the installation of a dump point with Nagambie township has determined to utilise an area within the Regatta Centre reserve. Project Delivery are managing the supply and installation.

STRATEGY: 4.3 Provide innovative and sustainable land use planning


ACTION: 4.3.01 Seek funding to review rural land use/rural residential strategy

Position(s)	Target Date	% Complete	Status	Comments
Acting Manager Planning & Investment	30-Jun-2021	%		No funding available to date. Guidelines previously reviewed for funding applications related to planning work which would result in significant investment in jobs to stimulate the economy, not applicable to this funding.

ACTION: 4.3.02 Review, in conjunction with the community, to identify options for footpath, roads and kerb and channel works in Cowslip Street, Violet Town, similar to works identified for Bank Street, Avenel

Position(s)	Target Date	% Complete	Status	Comments
				Conducted research into the Violet Town Development Plan (2010), which was conducted by Council and Planning Consultants.
				Reviewed all supporting documentation (e.g. Bicycle Walking Path Strategy).
Manager Asset Planning	30-Jun-2021	40%		Working with the Strategic Planner, initial community consultation on the streetscape has been undertaken.
				Discussion have taken place between VTAG, Rural Roads Victoria and Council in May 2019 that have identified options for Cowslip Street. Council shall be undertaking the respective data collection and preparing concept designs for community input.

ACTION: 4.3.03 Review Violet Town Master Plan 2020/21

Position(s)	Target Date	% Complete	Status	Comments
Acting Director Community & Planning	30-Jun-2021	50%		This document is being reviewed internally and has had some ground truthing and consultation with relevant stakeholders. Still further work to be completed.


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
Director Corporate Operations	30-Jun-2021	10%		Review with new Council in conjunction with 21/22 Budget.

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
Economic Development & Projects Coordinator	30-Jun-2021	30%		Economic profile completed. Further development and consultation required to prepare new strategy for presentation to council.

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
Executive Manager Governance & Customer Service	30-Jun-2021	25%		The development of an online customer portal app continues to progress.

STRATEGY: 5.2 Continue to focus on operational efficiencies


ACTION: 5.2.01 Develop framework for service planning inclusive of community consultation

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	%		To be included in the deliberative engagement approach with our community that will be implemented early 2021 to inform the development of the Council Plan and priorities for services.

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

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Ongoing conversations continue to occur.


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
Executive Manager People & Culture	30-Jun-2021	50%		<p>Following CEO commencement in January 2020, the Council structure was changed to focus on the areas that needed extra attention.</p> <p>The areas identified were Communications and Engagement, Governance & Customer Service and People & Culture.</p> <p>This new level of drive was implemented to ensure we change the way our people look at the crucial items with everything we do, every single day. The structure change was the beginning of 'resetting' our way, and lifting these roles to report directly to the CEO ensured the need for urgency was maximised.</p> <p>Following structural changes, we have implemented consistent communication with both staff and leaders as we not only change our behaviours, but our language. These forums have been the platform for all to see that these changes will not be short, and that working here means something different than it did previously. This change reform project has many layers, but is well underway to motivate and manage our people to be high achievers as we create more change leaders.</p>


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 ICT	30-Jun-2021	90%		Strategy held off for consultation with new Council.

ACTION: 5.2.05 Develop Action Plan to address outcomes of the 2020 Community Satisfaction Survey in order to improve customer service and address areas of concern

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Report presented at the 18 August 2020 Council meeting detailing the CSS outcomes. The report acknowledged the results of this year's survey, which indicate our community is asking us to improve our performance. Over the next 12 months, there will be a concerted effort to expand our consultation and engagement activities, to better inform the community, to provide an excellent standard of customer service. These key areas of focus for Council staff are "The Four C's" (customer service, community decisions, consultation and engagement and communication) and are priorities across the organisation. The simple changes have commenced. The focus is on internal monitoring, reporting and accountability of our current service standards. We are also working on improving communications, including our new website scheduled for 2021. For the commitments that require community engagement this will occur after the Local Government elections and into early 2021.

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 Compliance	30-Jun-2021	75%		Systems for Environmental Health and Building in testing phase.

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

ACTION: 5.3.01 Implement training in relation to Procurement and Contract Management Guidelines

Position(s)	Target Date	% Complete	Status	Comments
Manager Finance	30-Jun-2021	10%		Procurement plan review and update started.

ACTION: 5.3.02 Refine Long Term Financial Plan covering Ten Year period


Position(s)	Target Date	% Complete	Status	Comments
Manager Finance	30-Jun-2021	%		This hasn't started yet due to 2019/20 financial year end audit delay. When VAGO has confirmed financials for 2019/20, LTFP will be revise in Oct/Nov.

ACTION: 5.3.03 Develop and implement Project Management Framework

Position(s)	Target Date	% Complete	Status	Comments
Manager Project Delivery	30-Jun-2021	40%		Draft completed and forwarded ELT for perusal and comment, scheduled for completion May 2021.

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 - i.e. Hume Region Local Government Network

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Hume Region Local Government Network (HRLGN) continue to meet. A strategic workshop was held with all mayors and CEOs within the Hume region in attendance. This strategic workshop was designed to develop shared priorities and an advocacy agenda to progress key regional issues. The strategy and advocacy agenda are currently under development.

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
Director Corporate Operations	30-Jun-2021	95%		2019/20 results to be uploaded WE 20/11/20.

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


ACTION: 5.5.01 Implement Communications and Engagement Strategy including training

Position(s)	Target Date	% Complete	Status	Comments
Executive Manager Communications & Engagement	30-Jun-2021	25%		Executive Manager of Communications and Engagement is conducting a full review of this Strategy that will include it being significantly updated. This will happen to significantly improve the way we engage with our community and also to ensure we meet the requirements of the Local Government Act 2020. We have made significant steps in community engagement with proactive online meetings seeking community input. In January we will create many more regular opportunities for face-to-face engagement, online feedback, proactive media and advertising.

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
Economic Development & Projects Coordinator	30-Jun-2021	20%		Still under development.

ACTION: 5.5.03 Actively seek partnerships to achieve our Council Plan

Position(s)	Target Date	% Complete	Status	Comments
Chief Executive Officer	30-Jun-2021	50%		Partnerships to progress our advocacy agenda continue with meetings with the Strathbogie community, Members of Parliament, regional stakeholder groups including Goulburn Regional partnerships, Hume Region Local Government Network, Regional Development Victoria, Regional Development Australia, Go Nagambie and other key Shire based stakeholders as required. This is an ongoing action.

9.12 Financial Report to 30 September 2020

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

The appended September Financial Report compares YTD Budget to Actual September 2020.

The report contains the Operational Performance, Income Statement, Balance Sheet, Cash Flow Statement, and capital performance and other financial data in graphical format.

In relation to the current year the operating surplus for the three months period ending 30 September was \$17,623,489.

As at 30 September 2020, total capital works was \$677,722 not including committed works.

RECOMMENDATION

That the Financial Report for the three months ended 30 September 2020 be noted.

PURPOSE AND BACKGROUND

The 2020/21 original Budget was prepared in accordance with the Local Government Act 1989, and was formally adopted at a Special Meeting of Council held on 14 July 2020.

Council considers and notes monthly Financial Reports in accordance with the Local Government Act 2020 (Act). Under Section 97 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.

KEY ISSUES AND DISCUSSION

Explanation for significant budget variances are provided in financial performance overview section.

COMMUNITY ENGAGEMENT

Council officers believe that appropriate community engagement has occurred during the annual budgeting process and the quarterly financial statements are now ready for Council consideration.

9.12 Financial Report to 30 September 2020 (cont.)

DISCUSSION

POLICY CONSIDERATIONS

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.

LEGAL CONSIDERATIONS

There are no statutory or legal implications. The Local Government Act 2020 allows for budget reallocations. Consideration and adoption of quarterly financial reports as per the Local Government Act 2020 ensures Council complies with its Legal and Statutory obligations.

No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

FINANCIAL CONSIDERATIONS

The attached report, in conjunction with the detailed briefing to Council, considers all known economic and financial implications for the financial year ending 30 June 2021.

ENVIRONMENTAL/SUSTAINABILITY CONSIDERATIONS

The recommendation in this report has no significant environmental or amenity implications for Council or the broader community.

SOCIAL CONSIDERATIONS

This report has no significant unfavourable community or social implications for the Council or the broader community.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

The report presents Council's actual financial performance compared to the budget for the three months ended 30 September 2020.

ATTACHMENTS

- Attachment 1:**
- Operational Performance
 - Comprehensive Income Statement
 - Financial Performance Overview
 - Balance Sheet
 - Statement of Cash Flows
 - Capital Performance
 - Other Financial Data

ATTACHMENT 1:

STRATHBOGRIE SHIRE COUNCIL

QUARTERLY FINANCIAL REPORT

Operational Performance
Quarter ending: September 2020

	Income				Expenditure				Net Result	
	Adopted Budget	YTD Budget	YTD Actual	Variance %	Adopted Budget	YTD Budget	YTD Actual	Variance %	YTD Budget	YTD Actual
Corporate Operations										
Waste Mgt & Sustainable Environments	2,847,051	2,730,757	2,817,631	-3.18%	(3,180,294)	(709,945)	(521,904)	26.49%	2,020,812	2,295,727
ICT	100,000	-	99,633	0.00%	(1,162,416)	(302,255)	(307,005)	-1.57%	(302,255)	(207,372)
Finance	23,169,288	19,537,945	18,466,858	5.48%	(7,814,977)	(1,961,011)	(1,818,663)	7.26%	17,576,934	16,648,194
Compliance	284,345	47,672	51,735	-8.52%	(1,045,728)	(241,510)	(240,234)	0.53%	(193,838)	(188,498)
Management Services - Corporate Operations	-	-	-	0.00%	(503,470)	(122,260)	(125,217)	-2.42%	(122,260)	(125,217)
Operations	5,162,757	999,110	1,510,388	-51.17%	(9,583,102)	(2,332,093)	(2,272,433)	2.56%	(1,332,983)	(762,046)
	31,563,441	23,315,484	22,946,246	1.58%	(23,289,987)	(5,669,074)	(5,285,456)	6.77%	17,646,410	17,660,790
Corporate Leadership										
Communications & Engagement	-	-	-	0.00%	(738,905)	(211,275)	(181,866)	13.92%	(211,275)	(181,866)
Chief Executive Officer	-	-	-	0.00%	(380,098)	(87,724)	(92,504)	-5.45%	(87,724)	(92,504)
Governance & Customer Service	2,500	624	478	23.45%	(931,465)	(220,637)	(218,569)	0.94%	(220,013)	(218,092)
People & Culture	-	-	24,125	0.00%	(1,055,617)	(547,747)	(590,855)	-7.87%	(547,747)	(566,729)
	2,500	624	24,603	-3842.76%	(3,106,085)	(1,067,383)	(1,083,794)	-1.54%	(1,066,759)	(1,059,191)

Community & Planning										
Economic Developments	-	-	-	0.00%	(345,831)	(77,338)	(88,641)	-14.62%	(77,338)	(88,641)
Community Wellbeing	372,491	118,878	228,191	-91.95%	(1,057,037)	(242,652)	(164,339)	32.27%	(123,774)	63,851
Assets Planning	20,000	-	-	0.00%	(1,322,503)	(253,720)	(218,915)	13.72%	(253,720)	(218,915)
Management Services - Infrastructure	25,190	25,190	-	100.00%	(85,700)	(22,421)	(13,467)	39.93%	2,769	(13,467)
Management Services - Community & Planning	-	-	-	0.00%	(211,570)	(50,166)	(42,525)	15.23%	(50,166)	(42,525)
Planning & Investment	254,000	63,500	85,009	-33.87%	(715,900)	(206,998)	(180,821)	12.65%	(143,498)	(95,812)
Project Delivery	3,039,568	250,000	1,696,068	-578.43%	(692,833)	(194,187)	(88,588)	54.38%	55,813	1,607,479
Tourism Arts & Culture	75,900	399	901	-125.71%	(738,529)	(154,721)	(118,391)	23.48%	(154,322)	(117,491)
	3,787,149	457,967	2,010,168	-338.93%	(5,169,903)	(1,202,203)	(915,688)	23.83%	(744,236)	1,094,479
Mayor & Councillors										
Council	12,400	3,099	600	80.64%	(431,700)	(82,681)	(73,188)	11.48%	(79,582)	(72,588)
	12,400	3,099	600	80.64%	(431,700)	(82,681)	(73,188)	11.48%	(79,582)	(72,588)
Total	35,365,490	23,777,174	24,981,616	-5.1%	(31,997,675)	(8,021,341)	(7,358,127)	8.3%	15,755,833	17,623,489

Comprehensive Income Statement For the Quarter Ended 30 September 2020

	Note	Curent year			Same time last year	
		YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020	YTD Variance \$ Sep 2020	YTD Actual \$ Sep 2019	YTD Budget \$ Sep 2019
Income						
Rates and charges		19,937,595	19,923,440	14,155	19,801,891	19,590,769
Statutory fees and fines		88,254	103,802	(15,548)	74,701	76,764
User fees		113,912	92,550	21,362	133,749	91,780
Grants - operating	1	1,807,968	2,709,002	(901,034)	860,211	794,312
Grants - capital	2	2,819,114	787,134	2,031,980	830,612	-
Contributions - monetary		77,601	49,976	27,625	76,015	48,767
Contributions - non monetary		-	-	-	-	-
Net gain (or loss) on disposal of property, infrastructure, plant and equipment		36,805	-	36,805	82,374	19,400
Other income		100,368	111,270	(10,902)	80,666	76,535
Total income		24,981,616	23,777,174	1,204,442	21,940,220	20,698,327
Expenses						
Employee costs		(2,744,444)	(2,772,513)	28,069	(2,572,826)	(2,442,831)
Materials and services	3	(3,075,044)	(3,397,600)	322,556	(2,794,431)	(1,985,647)
Depreciation		(1,469,749)	(1,454,509)	(15,240)	(1,472,219)	(1,473,474)
Amortisation - intangible assets		-	-	-	-	-
Amortisation - right of use assets		(3,975)	(60,609)	56,634	-	-
Bad and doubtful debts		-	-	-	(428)	-
Borrowing costs		(5,682)	(4,878)	(804)	(9,278)	(9,031)
Net gain (or loss) on disposal of property, infrastructure, plant and equipment	4	(23,815)	(209,751)	185,936	(74,724)	(25,000)
Finance costs - leases		-	-	-	-	-
Other expenses	5	(35,417)	(121,481)	86,064	(56,857)	(63,211)
Total expenses		(7,358,127)	(8,021,341)	663,214	(6,980,763)	(5,999,194)
Surplus/(deficit) for the period		17,623,489	15,755,833	1,867,656	14,959,457	14,699,133

Financial Performance Overview

Income

Note 1 - Decrease in operating grants is mainly due to timing of receipts - 'Working for Victoria' grant (\$634k) and Grants Commission financial assistance grant (\$421k).

Note 2 - Increase in capital grant is mainly due to reversal of un-earned income recorded as at 30th June 2020 (\$1.1m) and receipts of infrastructure funding grant (\$720k) and drought funding grant (\$500k), which partly offset by timing of road to recover grant (\$429k).

Expense

Note 3 - Decrease in materials and services is mainly due to under spent in waste management expense (\$157k), service delivery expenses (\$55k) and decrease in utility expenses (\$52k).

Note 4 - Decrease in loss on plant and equipment sales is due to less than expected loss on sale and fewer assets disposed during the first quarter.

Note 5 - Decrease in other expenses is due to timing of auditors' remuneration payment.

Balance Sheet

As at 30 September 2020

	Curent year		Same time last year	
	YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020	YTD Actual \$ Sep 2019	YTD Budget \$ Sep 2019
Assets				
Current assets				
Cash and cash equivalents	3,283,071	15,689,132	1,553,184	9,990,341
Trade and other receivables	17,410,151	18,242,000	17,180,161	18,322,763
Other financial assets	15,754,764	-	9,500,000	-
Inventories	11,391	5,000	10,121	11,606
Non-current assets classified as held for sale	690,384	-	273,000	-
Other assets	523,335	113,000	1,501,113	1,642,635
Total current assets	37,673,095	34,049,132	30,017,578	29,967,345
Non-current assets				
Trade and other receivables	-	-	-	-
Other financial assets	2,032	651,000	2,032	2,000
Investments in associates, joint arrangements and subsidiaries	227,146	243,000	218,432	220,464
Property, infrastructure, plant and equipment	280,113,702	294,189,186	291,626,205	291,501,578
Right-of-use assets	872,531	875,000	1,072,262	-
Total non-current assets	281,215,411	295,958,186	292,918,931	291,724,042
Total assets	318,888,506	330,007,318	322,936,509	321,691,387
Liabilities				
Current liabilities				
Trade and other payables	1,823,390	635,300	1,977,055	1,407,983
Trust funds and deposits	232,936	571,000	258,292	1,340,508
Provisions	7,097,667	3,350,000	7,085,596	2,607,132
Interest-bearing liabilities	65,072	362,000	103,251	123,173
Total current liabilities	9,219,065	4,918,300	9,424,194	5,478,796

	Curent year		Same time last year	
	YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020	YTD Actual \$ Sep 2019	YTD Budget \$ Sep 2019
Non-current liabilities				
Trust funds and deposits	64,203	-	64,203	-
Provisions	1,323,979	6,196,000	1,297,202	5,345,909
Interest-bearing liabilities	282,425	-	368,541	315,657
Lease liabilities	882,450	875,000	1,072,262	-
Total non-current liabilities	2,553,056	7,071,000	2,802,207	5,661,566
Total liabilities	11,772,121	11,989,300	12,226,401	11,140,362
Net assets	307,116,385	318,018,018	310,710,108	310,551,025
Equity				
Accumulated surplus	115,876,177	112,353,018	108,348,666	108,189,582
Reserves	191,240,208	205,665,000	202,361,442	202,361,443
Total Equity	307,116,385	318,018,018	310,710,108	310,551,025

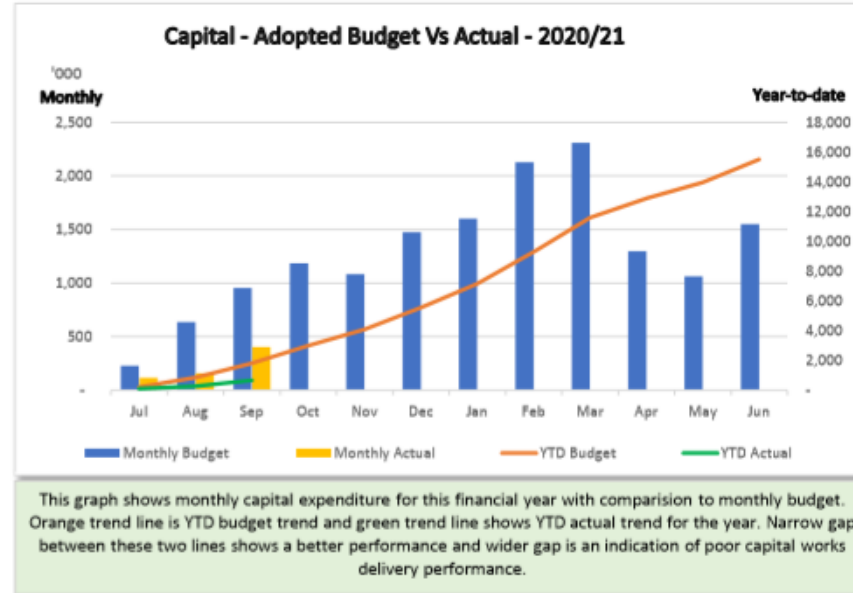
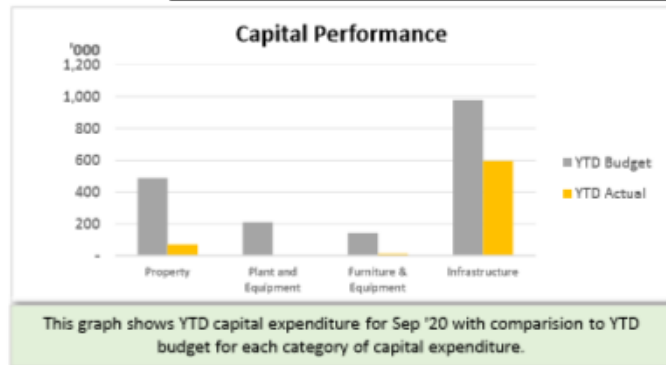
**Statement of Cash Flows
For the Quarter Ended 30 September 2020**

	Curent year		Same time last year	
	YTD Actual \$ Sep 2020	YTD Budget \$ Sep 2020	YTD Actual \$ Sep 2019	YTD Budget \$ Sep 2019
Cash flows from operating activities				
Rates and charges	5,575,166	4,985,500	3,620,770	4,961,000
Statutory fees and fines	88,254	123,500	78,064	132,500
User fees	113,912	150,500	133,861	192,750
Grants - operating	148,807	1,194,500	900,211	900,211
Grants - capital	3,395,501	1,303,500	1,905,145	1,012,289
Contributions - monetary	74,419	68,750	89,865	93,250
Interest received	-	45,000	15,165	55,000
Other receipts	160,393	61,000	69,921	(6,500)
Net GST refund/payment	118,786	368,250	304,838	366,250
Employee costs	(2,771,251)	(3,041,750)	(2,586,026)	(2,620,500)
Materials and services	(3,584,452)	(5,379,250)	(4,285,506)	(2,872,000)
Trust funds and deposits repaid	(148,539)		1,173,139	(269,500)
Other payments	(39,390)	(76,000)		
Net cash provided by/(used in) operating activities	3,131,605	(196,500)	1,419,447	1,944,750
Cash flows from investing activities				
Payments for property, infrastructure, plant and equipment	(682,285)	(1,816,500)	(1,023,777)	(4,030,000)
Proceeds from sale of property, infrastructure, plant & equipment	36,805	174,500	83,437	118,500
Payments for investments - Other Financial Assets	(2,050,000)			
Net cash provided by/(used in) investing activities	(2,695,480)	(1,642,000)	(940,340)	(3,911,500)
Cash flows from financing activities				
Finance costs	(5,682)	(5,000)	(9,278)	(5,750)
Repayment of borrowings	(21,045)	(20,250)	(33,122)	(31,250)
Net cash provided by/(used in) financing activities	(26,727)	(25,250)	(42,400)	(37,000)
Net increase (decrease) in cash and cash equivalents	409,399	(1,863,750)	436,707	(2,003,750)
Cash and cash equivalents at the beginning of the period	2,873,672	17,552,882	10,616,477	11,994,091
Cash and cash equivalents at the end of the period*	3,283,071	15,689,132	11,053,184	9,990,341

*Note : Current year YTD actual excludes term deposits over 90 days. Council held total of \$15,754,764 in term deposits as at 30 Sep 2020. However 2019/20 comparatives classified all the term deposits as cash and cash equivalents.

Capital Performance

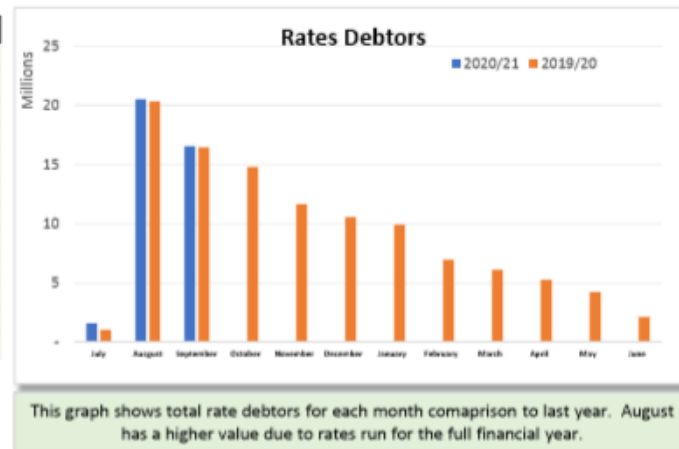
	Adopted Budget	Forecast	YTD Budget	YTD Actual	YTD Completion %
Property	1,474,000	1,328,000	487,000	71,169	15%
Plant and Equipment	1,262,000	1,609,108	210,000	-	0%
Furniture & Equipment	570,000	570,000	142,500	11,830	8%
Infrastructure	12,197,314	14,561,796	977,000	594,723	61%
Total	15,503,314	18,068,904	1,816,500	677,722	37%



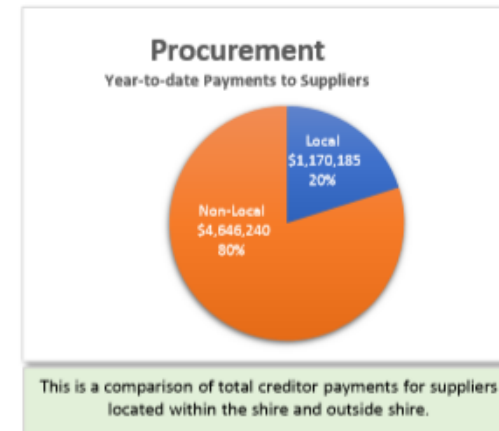
Other Financial Data

1. Rates Debtors Comparison

Month	2020/21	2019/20
July	1,595,168	1,025,022
August	20,504,994	20,316,981
September	16,522,161	16,439,095
October		14,768,590
November		11,625,501
December		10,535,142
January		9,917,372
February		6,945,004
March		6,091,150
April		5,256,911
May		4,203,875
June		2,103,467



2. Financial contribution to the local community



9.13 Emergency Management Planning Reforms

Author: Emergency Management Officer

Responsible Director: Director, Corporate Operations

EXECUTIVE SUMMARY

Emergency Management Victoria (EMV) have taken the lead in reforming a coordinated framework for emergency management planning arrangements at the state, regional and municipal levels.

The reforms aim to establish an integrated, comprehensive and coordinated framework for emergency management planning.

At a municipal level, the amendments which take place from 1 December 2020, require the establishment of a new Municipal Emergency Management Planning Committee (MEMPC) and the appointment of Council officers to the positions of Municipal Emergency Management Officer (MEMO) and Municipal Recovery Manager (MRM).

Whilst Council has a role in the establishment of the new MEMPC and support for emergency planning for the municipality, the MEMPC is not a committee of the Council and the MEMPC reports directly to the Hume Regional Emergency Planning Committee (Hume REMPC).

The reforms place responsibilities for the development of the Municipal Emergency Management Plan (MEMP) onto the MEMPC and the MEMPC are responsible for completing a self-assurance assessment on the MEMP and sub-plans and submit them to the Hume REMPC for approval.

RECOMMENDATION

That Council:

- 1. Authorises the Chief Executive Officer (CEO) to facilitate the establishment of the MEMPC in accordance with the provisions of s68 of the Emergency Management Legislation Amendment Act 2018 (which inserts a new 'Part 6-Municipal Emergency Management Planning Committees' into the Emergency Management Act 2013 on 1 December 2020);***
- 2. Notes that, under the MEMPC Terms of Reference provided and the Emergency Management Legislation Amendment Act 2018 (which inserts s59 and 59F into the Emergency Management Act 2013 on 1 December 2020), Council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council;***

9.13 Emergency Management Planning Reforms (cont.)

RECOMMENDATION (cont.)

3. ***Appoints the Co-ordinator Roads and Parks Maintenance, Brian Doyle as the Municipal Emergency Management officer (MEMO) under section 59G of the Emergency Management Legislation Amendment Act 2018;***
4. ***Appoints the Director Corporate Operations, David Roff, and Manager Operations, Daniel Haysom, as deputy Municipal Emergency Management Officers under section 59G of the Emergency Management Legislation Amendment Act 2018;***
5. ***Appoints the Technical Officer Operations, E'vette Burrows as the Municipal Recovery Manager under section 59H of the Emergency Management Legislation Act 2018; and***
6. ***Appoints the Environmental Health Officer, Barbara Bielecki, as the deputy Municipal Recovery Manager under section 59H of the Emergency Management Legislation Act 2018.***

PURPOSE

To fulfil Council's obligations under the Emergency Management Legislation Amendment Act 2018 which gives full effect to the emergency management planning reforms in the state of Victoria as from 1 December 2020.

ISSUES, OPTIONS AND DISCUSSION

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The proposed emergency planning reforms seek to improve community safety by implementing a uniform model through all levels (state, regional and local) and ensuring the risks pertaining to local areas are identified with response, relief and recovery plans prepared.

The changes are a legislative requirement from the state government and Council is required to implement measures within the legislation.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

9.13 Emergency Management Planning Reforms (cont.)

Under the EMLA Act 2018, the municipal council's CEO or delegated council officer is required to be the Chair of the new MEMPC. Councillors are not part of the legislated core membership of the MEMPC.

After the first meeting of the MEMPC (core) a new terms of reference is to be adopted and additional members may be added to the MEMPC either as permanent or time limited members with or without voting rights as determined by the MEMPC. Guidance for the terms of reference is provided as an attachment to this report.

The legislation requires the MEMPC to include one or more community representatives as additional members and this provides an opportunity for Councillor representation subject to approval of the MEMPC.

These new arrangements differ from the previous requirements of the Emergency Management Act 1986 section 21(3) which recommended that the MEMPC included both elected representatives and council staff. The change reflects the move toward a model where all member agencies share the responsibility for emergency planning within a municipality.

Extensive consultation between EMV and government agencies and councils has occurred in the lead up to the introduction of these emergency management planning reforms.

POLICY CONSIDERATIONS

Council Plans and Policies

- Emergency management referenced under the goal of enhancing community health and wellbeing in the Council Plan 2017-2021
- Municipal Emergency Management Plan and sub-plans

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

Emergency Management Victoria (EMV) is implementing emergency management planning reform as outlined in the Emergency Management Legislation Amendment Act 2018 (EMLA Act). The implementation of reform at the municipal level will align municipal emergency management planning with changes that have already occurred at the state and regional levels.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

The reforms and actions recommended in this report are in accordance with the Emergency Management Legislative Amendment Act 2018.

9.13 Emergency Management Planning Reforms (cont.)

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The information about the emergency management planning reforms have been in the public domain for some time and Council is considering this report at an open public meeting of the Council.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

Council's emergency management effort is largely lead by Council officers which have been assigned emergency management responsibilities in addition to their substantive roles. These positions are supported by the Municipal Emergency Resource Program (MERP) where the Strathbogie Shire Council receives a grant of \$60,000/year which has been used to engage a part time Emergency Management Officer.

Funding for the annual fire prevention program including a roadside spraying program is including in the existing operating budget.

Additional grant funding is available from time to time to support additional initiatives such as the Fire Access Road Subsidy Scheme (FARSS) which is administered by the CFA.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Sound emergency management can substantially mitigate the economic impact of an incident on the local community.

Social

Improved emergency management practices and community engagement seeks to improve community awareness and resilience when facing or recovering from an emergency event.

Environmental

Improved emergency management through for example joint fire management planning can assist in the protection of our forests and their eco-systems.

Climate change

In the context of a warming climate, it is important that emergency management planning take account of the hotter climate and the more frequent occurrence of extreme events.

9.13 Emergency Management Planning Reforms (cont.)

INNOVATION AND CONTINUOUS IMPROVEMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

The emergency management planning reforms seek to align the local municipal emergency management plans with the regional and state structures to improve greater understanding and co-ordination across the state of Victoria.

The reforms seek to make emergency planning a shared responsibility across all stakeholders with regular reporting of the new MEMPC to the Hume REMPC.

The Hume REMPC will be responsible for the approval of all new Municipal Emergency Management Plans developed by MEMPCs across the Hume region. This will be the first time Hume regional stakeholders will have the detailed view of all the local emergency management plans across their region even though copies of such plans are available of emergency management platforms such as EMCop.

COLLABORATION

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

Council officers have been involved and invited to provide feedback into the emergency management planning reforms over an extended period and the recently issued guidance notes have addressed issues which have been raised in submissions.

HUMAN RIGHTS CONSIDERATIONS

In an emergency there is potential for some aspects of Human Rights to be impacted such as a mandatory evacuation or the imposition of restrictions (eg COVID_19), with freedom of movement the most likely to be impacted.

CONCLUSION

The Emergency Management Legislative Amendment Act 2018 sets out changes to the emergency management arrangements which will apply throughout Victoria as from 1 December 2020.

As a consequence, the existing MEMPC is to be dissolved and Council officers appointed to the positions of MEMO and MRM including deputies.

Council is required to facilitate the creation of a new MEMPC which, at its first meeting will consider issues such as additional membership including community representation.

ATTACHMENTS

Attachment 1: Advisory Material - Terms of Reference for the MEMPC

ATTACHMENT 1:



Advisory material for a
Municipal Emergency Management Planning
Committee's (MEMPC) Terms of Reference

NOTE: Use of this advisory material is *not* mandatory.

This document is prepared to provide wording that the MEMPC may choose to use, in whole or part, whilst preparing its Terms of Reference under the new framework. The provided wording aligns with the reformed planning arrangements that are in place from 1 December 2020 and aligns with the content and structure of the REMPC Terms of Reference.

The decision to include or exclude any or all of this text from a MEMPC's Terms of Reference will not impact on the MEMPCs legitimacy so long as the MEMPC is consistent with the *Emergency Management Act 2013*, which is amended by the *Emergency Management Legislation Amendment Act 2018* on 1 December 2020.

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1. Introduction

The *Emergency Management Legislation Amendment Act 2018* (EMLA Act) amended the *Emergency Management Act 2013* (EM Act 2013) and various other acts to establish a new integrated and coordinated framework for emergency management planning at state, region and municipal levels.

At the municipal level, the EM Act 2013 as amended creates an obligation for a reformed Municipal Emergency Management Planning Committee (MEMPC) to be established in each of Victoria's municipal districts, including Alpine Resort Management Boards which, for the purposes of the Act, are considered as municipal districts.

Each MEMPC is a multi-agency collaboration group whose members bring organisation, industry or personal expertise to the task of developing a comprehensive emergency management plan for the municipality.

The Municipal Emergency Management Plan (MEMP) covers arrangements for mitigation, response and recovery, and identify the roles and responsibilities of agencies in relation to emergency management.

2. Scope

The MEMPC operates strategically to ensure comprehensive, collaborative and integrated planning occurs at all levels.

With a focus on preparedness and resilience, municipal planning applies risk-based analysis to mitigate or reduce the consequences of emergencies on the built, economic, social and natural environments and improve community outcomes.

Planning considerations include the full spectrum of prevention, preparedness, response and recovery and apply to all hazards and all communities.

The MEMPC maintains an awareness of existing municipal capability and capacity to support the effective conduct of mitigation, response and recovery activities. Where appropriate the committee may facilitate or assist with activities that support capability and capacity uplift. This may include, but is not limited to, community engagement activities or multi-agency exercises and training that provide for continuous learning and improvement.

3. Governance

Under section 59F of the EM Act, the municipal council establishes a MEMPC which transfers responsibility for municipal emergency management planning from the council to the multi-agency MEMPC. This shift of responsibility highlights the intent of the reform which supports emergency management planning as an integrated, multi-agency and collaborative effort. This means that all participating agencies are required to contribute their expertise and resource to municipal emergency management planning.

As per section 59E of the EM Act 2013, the MEMPC can regulate its own procedure.

4. MEMPC Functions

The MEMPC is the peak planning body for emergency management within the municipal district. It is the forum for government and non-government agencies to develop policies, procedures, strategies and frameworks to support coordinated emergency management planning for the municipality.

In line with section 59D of the EM Act 2013 the functions of the MEMPC are to:

- a) be responsible for the preparation and review of its MEMP
- b) ensure that its MEMP is consistent with the state emergency management plan and the relevant REMP
- c) provide reports of recommendation to its REMPC in relation to any matter that affects, or may affect, emergency management planning in the municipality
- d) share information with the REMPC and other MEMPCs to assist effective emergency management planning
- e) collaborate (having regard to the Guidelines) with any other MEMPC that the MEMPC considers appropriate in relation to emergency management planning, including preparing MEMPs
- f) perform any other function conferred on the MEMPC by the EM Act 2013, or any other act.

The MEMPC has the power to do all things necessary or convenient in connection with the performance of its functions, however it cannot direct any member agency or other group.

The MEMPC may establish ongoing sub-committees or time-limited working groups to investigate or address specific issues or undertake key tasks.

4.1 Context

The MEMPC reports to the REMPC, and the REMPC is the key link between municipal and state level emergency planning and response activities. All legislated member agencies of the MEMPC are also represented on the REMPC.



Figure 1 – Relationship of the MEMPC to the REMPC and the EMC

5. Membership

Section 59A of the EM Act 2013 specifies the minimum membership requirements of the MEMPC. The committee may invite additional people with key skills or knowledge to join the MEMPC, as necessary.

When deciding whether to invite new members to the MEMPC, consideration should be given to the reason for the invitation; for example, a potential member may be needed to add subject matter expertise to a specific project or body of work and therefore an invitation to participate in a sub-committee or working group may be a more appropriate strategy.

The committee will review its membership on a yearly basis, or more frequently if needed.

Refer to Annexure A for a current list of members of the MEMPC.

5.1 Change of Representative

The relevant agency will advise the MEMPC chair in writing of any formal changes to their nominated representative. This relates to a permanent change of membership and does not relate to attendance as a proxy (refer to section 7.8).

As required by Section 59A of the EM Act 2013, a representative requires confirmation from within the relevant agency, as outlined in the table below.

Agency	Agency nominations confirmed by
Municipal council/ Alpine Resort Management Board	Chief Executive Officer
Victoria Police	Chief Commissioner of Police
Fire Rescue Victoria	Agency
Country Fire Authority	Agency
Ambulance Victoria	Secretary, Department of Health and Human Services
Victoria State Emergency Service	Agency
Australian Red Cross	Agency
Department of Health and Human Services	Secretary, Department of Health and Human Services

6. Roles and responsibilities

6.1 Chair

Section 59B(1) of the EM Act 2013 specifies that the municipal council must nominate either its Chief Executive Officer or a member of the municipal council staff by the Chief Executive Officer as the chairperson.

6.2 Chair responsibilities

The chair has the following functions (s59B(2) of the EM Act 2013):

- chairing MEMPC meetings

- facilitating the MEMPC to perform its functions
- On behalf of MEMPC provide information and recommendations to the REMPC

Additionally, the chair will:

- Ensure the MEMPC operates in accordance with the requirements of this Terms of Reference
- Preside at and manage all meetings
- Confirm the agenda for each meeting
- Manage acceptance/advice of last-minute papers or agenda items prior to MEMPC meetings.
- Ensure that the MEMPC meets according to its schedule
- Ensure that MEMPC meetings are efficient and effective
- Provide leadership to the committee in its deliberations
- Facilitate frank and open discussion
- Ensure that all members can participate equally
- Refer issues or matters of concern identified by the MEMPC, or members of the MEMPC, to the REMPC
- Sign correspondence on behalf of the MEMPC
- Represent the MEMPC in other forums where appropriate
- Coordinate out of session matters

6.3 Election of a deputy chair

To ensure consistency and redundancy the MEMPC will elect a deputy chair. This appointment may be a certain period of time, as agreed by the MEMPC.

6.4 Deputy chair responsibilities

- Undertake the role of the chair if the elected chair is absent
- Receive delegated responsibilities of the chair as agreed with the chair

6.5 Member responsibilities

The agencies prescribed in the EM Act 2013 and additional invited committee members will provide representation at the appropriate level and with the authority to commit resources and make decisions on behalf of their organisation or community.

Members are asked to participate in the MEMPC as a partnership and provide advice or make decisions in the best interest of the citizens of Victoria. The MEMPC acknowledges and respects members existing responsibilities, accountabilities and associated levels of resourcing.

All MEMPC members will:

- Prepare for, prioritise and attend scheduled meetings
- Proactively contribute to the work of the MEMPC
- Provide meeting papers to the chair at least one week prior to a meeting
- Respect confidential and privileged information
- Represent all areas of their agencies and associated entities

- Report on recent relevant agency activity relating to emergency management mitigation, response or recovery activities, with a focus on emerging risks or opportunities
- Where a decision or action is outside the authority of the member, engage with relevant personnel within their agency to obtain approval to commit resources and undertake tasks
- Identify and liaise with subject matter experts or key representatives from within their agencies to participate in the MEMPC, its sub-committees or working groups
- Advocate for and report back to their agencies on MEMPC outcomes and decisions.

7. Administrative Arrangements

This section outlines the frequency of meetings and committee management arrangements.

7.1 Meeting frequency

To align with seasonal requirements and operational tempo, the MEMPC will meet [frequency], noting that the REMPC meets a minimum of four times a year in February, May, August and November.

The MEMPC chair may schedule additional meetings as required.

7.2 Meeting venue

7.3 Meeting papers and documentation

Any member can submit items to be included on the agenda. The chair will confirm the agenda prior to each meeting.

Meetings will be conducted on a formal basis, with proceedings recorded and action items documented in the MEMPC Actions Register.

All proceedings and documentation of the MEMPC are confidential until the MEMPC agrees otherwise, or where the provider of the information advises that it is publicly available, and no restrictions apply to its release. Noting this, MEMPC records remain discoverable under the Freedom of Information Act 1982.

MEMPC documentation will be stored on [platform].

7.4 Secretariat

The MEMPC will determine how the secretariat function will be managed.

Secretariat duties may include:

- Scheduling meetings
- Providing committee members with the meeting agenda
- Record agreed actions in the MEMPC Actions Register

- Induction of new committee members
- Develop/send correspondence for the MEMPC
- Maintain the contact list of MEMPC members.

7.5 Quorum

Committee activities may be conducted without a quorum present; however, a quorum must be present for the purpose of decision making.

Where an agency will have responsibility or accountabilities as a result of a motion/resolution, that agency must be part of the quorum for that item.

A quorum is greater than 50% of the current voting members and includes the chair or deputy chair (*Annexure A*).

7.6 Decision making

In general, the Committee will adopt a consensus approach to decision-making, where a majority of members agree, with the remainder content to give way. The chair will seek further advice from the members and attendees or through external subject matter experts to support decision making.

Where consensus cannot be achieved, decisions will be made by majority vote. In the event of a tie the MEMPC, through the chair, will escalate issues to the REMPC for decision.

The chair will ensure that all members are provided with the opportunity to participate in discussions and decision making.

Each MEMPC member has one (1) vote on any matter decided by the committee, unless that member is identified as a non-voting member. To vote, a MEMPC member must be present at the meeting or represented by a proxy.

Where the MEMPC must reach a decision between committee meetings, this can be undertaken via circular resolution. All members will be notified of the proposed resolution, with a collective decision reached where the majority of respondents vote in the affirmative. Decisions made by circular resolution will be confirmed by committee at the next MEMPC meeting.

All decisions made will be regarded as collective decisions of the MEMPC.

7.7 Conflict of interest

If a MEMPC member or their proxy has a direct or indirect interest in a matter to be decided by the committee, they must declare their conflict or perceived conflict and must not vote on the issue. The MEMPC will determine if the member should be excluded from all or part of the proceedings related to the matter.

7.8 Proxies

In accordance with the intent of the legislation members should prioritise MEMPC meetings wherever possible. In the event a member is unable to personally attend a specific meeting, they are encouraged to identify a suitably skilled and authorised proxy. The proxy is considered to have the same voting rights as the substantive MEMPC member, unless the chair is advised otherwise.

Members may choose to identify a standing proxy who is empowered to represent the member at any time. The member will notify the chair of the details of this person and the duration of the appointment as a standing proxy.

Where a standing proxy is not recorded, or is unavailable, a member will advise the chair of the name, role and contact details of their nominated proxy, as early as possible before a meeting. This advice should be in writing for the purpose of record keeping and will include any limitations to the voting rights of the proxy for that meeting.

If the committee member is unable to provide advice to the chair of the details of a proxy and their voting rights before the meeting, the attendee will be considered an observer for the meeting.

7.9 Observers

An observer may attend a meeting for any number of reasons. MEMPC members will advise the chair of the attendance of an observer before a meeting, where possible.

Observers must respect all confidentiality and operating protocols of the MEMPC, and must not:

- propose or vote on motions
- intrude on the procedures of the MEMPC
- take part in the meeting proceedings without the invitation of the chair.

7.10 Non-voting members

If deemed necessary for transparency and equity, the committee can invite additional standing members who may not have voting rights. Where this is the case, the membership list at *Appendix A* will reflect the voting status.

Members of sub-committees or working groups do not have voting rights unless they are also members of the MEMPC.

7.11 Issue Escalation

The Chair may escalate any matters of significance to the REMPC for advice or decision.

Members of the committee may also seek to escalate items to the REMPC, through the chair, where efforts to resolve a matter at the local level have not been successful, or where the consequences of a decision will unduly impact the member agency.

Issues requiring escalation should be well documented and include:

- A description of the issue or advice sought and the consequences if it remains unresolved.
- Actions taken to resolve the issue.
- Recommended actions or options that may assist resolution.

8. Financial Management

The MEMPC does not have a financial delegation and does not hold a budget. The MEMPC cannot expend or receive monies.

Member agencies may agree to commit funds to a MEMPC activity or event, in which instance the expenditure is considered expenditure of the agency and not the MEMPC. The member agency is responsible for all aspects of financial management within their existing governance arrangements. The MEMPC does not accept liability for any agency-led initiatives.

9. Acronyms

Acronym	Description
EM Act 2013	Emergency Management Act 2013
EMC	Emergency Management Commissioner
EMCOP	Emergency Management Common Operating Picture (EMV system)
EMLA Act	Emergency Management Legislation Amendment Act 2018
EMV	Emergency Management Victoria
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee

10. Document information

Document details

Criteria	Details
Document ID	
Document title:	Terms of Reference
Document owner:	MEMPC

Version control

Version	Date	Description	Author
0.1	30 September 2020	Adapted from REMPC Terms of Reference	EMV Planning Reform Team

Document approval

This document requires the approval of the MEMPC:

Name	Title	Organisation
	Chair	On behalf of the MEMPC

Audience

The audience for this document is the MEMPC

Terms	Description
12 months	This document will be reviewed every 12 months or more frequently as required.
Review Date	

Appendix A – MEMPC Membership

Organisation	Name	Role	Email Address	Contact No.
VOTING MEMBERS				
Municipal Council (Chair)				
Victoria Police				
Country Fire Authority (where applicable)				
Fire Rescue Victoria (where applicable)				
Ambulance Victoria				
Victoria State Emergency Service				
Australian Red Cross				
Department of Health and Human Services				
Community representative/s				
Recovery representative/s				
Other persons as nominated				

Organisation	Name	Role	Email Address	Contact No.
NON - VOTING MEMBERS				

**9.14 Tourism Arts and Culture Advisory Group
Minutes of the Meetings held in July, August and September 2020**

Manager Tourism, Arts and Culture

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Attached are the minutes of the Tourism, Arts and Culture Advisory Group for the meetings held to date in 2020 – Thursday 6 February and Thursday 25 June 2020.

RECOMMENDATION

That Council notes the minutes of the Tourism, Arts and Culture Advisory Groups meetings held on Thursday 23 July, Thursday 20 August and Thursday 17 September 2020.

PURPOSE AND BACKGROUND

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

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

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

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

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

ISSUES, OPTIONS AND DISCUSSION

There are no actions requiring Council consideration within the attached minutes. The minutes are for Council and community information at this time.

9.14 Tourism Arts and Culture Advisory Group
Minutes of the Meetings held in July, August and September 2020 (cont.)

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

No community consultation required. The Tourism, Arts and Culture Advisory Committee provides specialist advice and enables community participation in developing and implementing an Arts and Culture Strategy Plan which helps drive key related items in the Council Plan.

POLICY CONSIDERATIONS

Council Plans and Policies

The Tourism, Arts and Culture Advisory Group is an advisory group of Council and not a decision making body and are subject to the terms of the *Charter of the Tourism, Arts and Culture Advisory Group* as endorsed by Council on 17 September, 2019.

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

There are no relevant reports applicable at this time.

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

Transparency goals are achieved by making the minutes of the minutes available as attached.

CONCLUSION

The minutes of the Tourism, Arts & Culture Advisory Committee are being presented to Council for information and in the interests of transparency. No further Council action is required at this time.

9.14 Tourism Arts and Culture Advisory Group
Minutes of the Meetings held in July, August and September 2020 (cont.)

ATTACHMENTS

Attachment 1: Minutes of the Tourism, Arts and Culture Advisory Committee of Thursday 23 July 2020

Attachment 2: Minutes of the Tourism, Arts and Culture Advisory Committee of Thursday 20 August 2020

Attachment 3: Minutes of the Tourism, Arts and Culture Advisory Committee of Thursday 17 September 2020

ATTACHMENT 1:

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



Thursday, 23rd of July 2020
Online Team Meeting
1:00pm – 1.42pm

Attendees

Cr Robert 'Bob' Gardner	<i>Councillor (Chair)</i>	Sissy Hoskin	<i>Go Nagambie</i>
Claire Taylor	<i>Strathbogie Shire</i>	Jillian Hayes	<i>Euroa Chamber of Commerce</i>
Tiffany Nicholas	<i>Strathbogie Shire (Minute Taker)</i>	Rosa Purbrick	<i>Community Representative</i>
Kathi Clark-Orsanic	<i>Community Representative</i>		

Apologies

Kristen MacKenzie	<i>Community Representative</i>	Tess Noonan Egan	<i>Community Representative</i>
Cr Amanda McClaren	<i>Councillor (Chair)</i>		

ITEM	PERSON RESPONSIBLE
1. WELCOME MEMBERS AND ACKNOWLEDGMENT OF COUNTRY	CHAIR
2. APOLOGIES – as above	
3. DECLARATION OF CONFLICT OF INTEREST This will now be a standard agenda item for all meetings • No declarations	All
4. ACCEPTANCE OF PREVIOUS MINUTES (February 6 and June 25)/ UPDATE OF ONGOING MATTERS Minutes for 6/02/2020 Rosa Purbrick – Accepted Claire Taylor – Second Minutes for 25/06/2020 Claire Taylor – Accepted Rosa Pubrick – Second	All

<p>4.1 <u>Update on Urban Planning projects</u></p> <p>4.1.1 <u>Nagambie Water Tower</u></p> <p>Sissy advised she would like to seek clarity as to whether the funding for this project has carried over to the latest budget.</p> <p>Claire advised she has spoken to Julie Salomon (CEO) who has advised there is \$20,000. Claire advised she was not sure if this was carried over or in addition to the previous funding, Claire advised she will seek further guidance for this.</p> <p>Sissy advised she sent Julie an email in May but did not receive a response until after the budget was approved. Bob advised he will chase this up.</p> <p>Claire advised she has had a member of the community, Amanda Murin, contact her and would like to be a part of the working group, Claire advised she has given permission to share her details with Sissy, Claire advised she will pass these on.</p>	<p>Sissy/Claire</p>
<p>4.1.2 <u>Euroa Town Signage update</u></p> <p>Claire advised Jill has sent a letter with the Euroa Chamber of Commerce heading regarding the Euroa Town Signs.</p> <p>Jill advised she would like to see the removal of the current signage without spending a lot of money. Jill advised she could get the chamber to draw up some ideas and photos. Claire advised that would be good, Jill to email these to Claire.</p>	<p>Jill</p>
<p>4.2 <u>Update on Actions from previous minutes</u></p> <p>4.2.1 <u>Tracks & Trails Brochures</u></p> <p>Brochures are now printed. Claire sent link to website which has the electronic versions of the brochures after last meeting.</p> <p>4.2.2 <u>One hour out</u></p> <p>The Events and Tourism team has been researching One Hour Out however, due to the current restrictions in Melbourne it is currently not suitable. Claire advised the team will continue to look into this once restrictions are eased.</p> <p>4.2.3 <u>Arts & Culture Strategy – Action Plan Priorities</u></p> <p>As a part of the Working for Victoria initiative Claire advised two new staff members will be joining the Tourism, Arts and Culture team as a part of the Working for Victoria program. Claire advised two projects have currently been identified which they will be working on.</p> <p>1.Graytown POW</p> <p>2.Nagambie Historical Trail signage.</p> <p>If anyone has any other suggestion for research-based projects to email Claire.</p> <p>Kathi Clark-Orsanic asked if anything to do with bikes has been thought about. Claire advised a hub and spoke trail are currently being investigated by the team.</p>	<p>Claire</p> <p>Claire</p> <p>Claire</p>

<ul style="list-style-type: none"> • <i>All TACAG members to forward through any other research tourism project ideas for the Working for Victoria officers to investigate whilst they are employed with Strathbogie Shire</i> • <i>Claire and Bob to gain further instruction regarding water tower funding in budget</i> 	
<p>7. OTHER BUSINESS No other business presented</p>	All
<p>8. MEETING CLOSED @1.42pm</p>	
<p>9. NEXT MEETING/S:</p> <p>Jill asked if the next meeting could be held face to face outside. Bob advised we would have to check with the risk management team. Jill advised she is happy to offer the Euroa Butter Factory as they have a big table outside. Claire advised we will tentatively book in the next meeting for the Euroa Butter Factory on <i>Thursday 20/8/2020 at 1pm</i>. Sissy advised she would have to come in online due to home-schooling commitments</p> <p>Thursday 17th September 2020 @ 1pm (online) – TBC</p> <p>Thursday 29th October 2020 @ 1pm (online) – TBC</p> <p>November 2020 – TBC</p>	

<p>Government Act this will not be possible. Sissy requested that a meeting be arranged between relevant Council personnel to discuss this matter further.</p> <p>An idea for a light projection on the Nagambie Water Tower has been proposed and there is a grant through the Creative Activation Fund that may be suitable for this project. The grant applications opened on the 20th of August, 2020 and close on the 24th of September, 2020. Further investigation will be done regarding this. Amanda expressed concerns as to whether this would be something Council or Go Nagambie would need to apply for this, Claire advised she will look into this further.</p> <p>4.1.2 Euroa Town Signage update</p> <p>Jillian Hayes sent a letter on behalf of the Euroa Chamber of Commerce regarding the Euroa Town Signs and the wording 'Village'. The Strathbogrie Shire Council planning department has been consulted regarding this and have confirmed that the word 'Village' is unable to be changed. Claire advised she is in the process of organising a response letter to the Euroa Chamber of Commerce to explain the reasoning in more detail. Amanda requested to table letter with these minutes.</p> <p>4.2 Update on Actions from previous minutes</p> <p>4.2.1 Love Strathbogrie Competition 2.0</p> <p>The Tourism, Arts and Culture team have been looking at ways to re-do this campaign and have thought of 'Being a tourist in your own town'. The team is concerned about releasing this whilst in lockdown as with Stage 3 restrictions as residents are only supposed to leave their house for essential reasons. The team have thought we could launch these once restrictions are eased and perhaps during school holidays. Kathi advised that we should have the schools put it into their school newsletters. Amanda suggested a passport idea of where they have been in the shire and receiving a prize once they have visited a certain number of places.</p> <p>4.2.2 NAIDOC Week 2020, 8-15 November (ideas from the group)</p> <p>It was announced this week that NAIDOC week awards have been cancelled for 2020. Further research needs to be done to check what this means for NAIDOC Week celebrations. Corleen Cooper has just been hired as a part of the Working for Victoria initiative and is working in the Tourism, Arts and Culture team. Corleen is a proud Taungurung Woman and will head this project for NAIDOC Week. Claire advised she has a meeting with the Taungurung Culture Heritage Group next week to discuss further.</p>	<p>Claire</p> <p>Claire</p> <p>Claire</p>
<p>5. TOURISM & EVENTS</p> <p>5.1 Presentation by Alex Marshall – Tourism & Events Support Officer (as part of the Working for Victoria Program) on the Graytown POW Camp Tourism Project</p> <p>Alex Marshall has joined the Tourism, Arts and Culture team through the Working for Victoria initiative. Alex is currently working on a project</p>	

<p>involving the Graytown POW site. Alex shared a presentation with the current scope of the project. Alex is current investigating what can be done with the site to strengthen the attraction to the site. Alex is currently gathering all information he can regarding the site. Alex is also looking into interpretive signage and online augmented reality to strengthen the sites attractiveness.</p> <p>Amanda advised that she would like to see more history around the Taungurung people who inhabited that land prior to the POW and to liaise with them closely from the start of the project.</p> <p>Alex has categorised the stages in which this project with consist of which is currently in the Discover phase which includes mapping, gathering, and identifying. The next stage will be to define what the project will look like.</p> <p>Alex has advised if anyone has any contacts that might have any information about the Graytown POW to please send through to him.</p> <p>Tess asked if it is also planned to do a personal history, Alex advised that it definitely is planned and he would love to speak to locals that have history in the area and tying the stories into the area. Amanda advised she has a lot of information regarding this topic. Amanda advised this is not council owned land as it is managed by Parks Victoria which will be managed by the Taungurung people and they need to be involved from the start. Amanda advised there is a lot of local knowledge on this site and intergenerational stories.</p> <p>It was suggested that Vivian Moore has done a lot of research on this site as well as Anna Close. There is a Graytown photo album held a the PNEE Site and Amanda will assist with getting these photos. It was suggested that the Department of Defence and the Immigration Museum may be interested in partnering with this project. Claire suggested putting out an expression of interest to the public and asking them to come forward with any information or stories regarding this site. All agreed this would be a good idea.</p>	<p>Claire/Alex</p>
<p>6. ARTS & CULTURE INITIATIVES</p> <p>6.1 Introduction to Corleen Cooper – Tourism & Events Support Officer (Arts & Culture) – as part of the Working for Victoria Program Corleen was unable to attend todays meeting however, Claire explained Corleen's role in the Tourism, Arts and Culture team and advised she will be working on some projects that were outlined in the Euroa Town Strategy adopted by Council. Corleen is currently looking at the Seven Creeks area in Euroa to research and discover the Taungurung history of this area.</p> <p>6.2 Arts Trail – Murals/Guerrilla Art Tess and Claire to meet tomorrow to discuss this further</p> <p>7. OTHER BUSINESS</p>	<p>Claire</p> <p>Claire/Tess</p>

<p>4.2.2 NAIDOC Week 2020, 8-15 November (ideas from the group) Tiffany Nicholas has spoken with Joanne Honeysett from the Taungurung Land & Waters Council to discuss NAIDOC Week and what Taungurung are planning and whether there is any way Strathbogrie Shire Council can support them or do something for NAIDOC week. Joanne has spoken to Taungurung Land & Waters Council Project Officer who has advised due to COVID-19 they are not currently planning anything for NAIDOC Week but they will be advised Strathbogrie Shire Council if they decide to do anything.</p>	<p>Tiffany</p>
<p>4.2.3 Arts Trail – Guerrilla Art Project Tess and Claire have not been able to get together to discuss this further. Tess advised they are still in the preliminary stages as Mel was going on tour which has caused some delay. Tess advised they are still in the process of identifying areas where the art could go and identifying artists etc. Tess advised she will be in contact when she has more information.</p> <p>Kathi advised she has seen something on facebook regarding a COVID Art Trail and will send this through to the group.</p> <p>Amanda advised that the State Government is providing \$250,000 to Rural Councils for outdoor dining and help support businesses, Amanda suggested incorporating something creative in this and could possibly do something with this funding to activate these spaces.</p> <p>Claire advised Steve Cooper and herself have been speaking to the local businesses regarding what they want to support the new restrictions and outdoor dining. Claire advised the feedback has been that the businesses do not want council to block off parking in Binney Street as they believe due to their demographic this will cause a loss of business. Claire advised the terms of the \$250,000 grant have not been released.</p> <p>Kathi advised she has done a lot of work in the space of outdoor dining and events and there is a lot of research which suggests that although business traders believe they will lose business due to parking closures it actually has the opposite effect. Kathi advised because people have to walk, they end up walking around the town more and spending more. Claire advised she would be happy to read this research, Kathi advised she will send through the relevant research. It was suggested that one night a week Binney Street is shut down and there is a street party with more outdoor dining.</p>	<p>Claire/Tess</p>
<p>4.2.4 Taungurung Cultural Heritage Group Claire advised she had a meeting with the Taungurung Cultural Heritage Group, this was predominantly to meet and open lines of communication.</p>	<p>Claire</p>
<p>4.2.5 Graytown POW Camp Project Alex Marshall is still working on researching the site and has been in contact with Amanda. The Tourism, Arts and Culture Team and Communications has worked together to create an editorial that will be published soon with a history of the site as well as a call for information.</p>	<p>Claire</p>

<p>5. TOURISM & EVENTS</p> <p>5.1 ATDW Free Tourism Listing opportunity Strathbogie Shire Council has obtained free coupons from ATDW for the Strathbogie Shire tourism businesses to get a free listing on the ATDW website. The usual price for a year listing is \$295. Victoria is the only state in Australia that must pay for this listing. The Tourism, Arts and Culture team along with the Economic Development team have so far contacted 50 businesses directly and 20% have currently taken up the offer. Businesses will have until the 31st of October to take advantage of the free listing coupon. The Shire teams have offered to assist and guide the businesses through creating the listing. There are 700 businesses in the shire, 250 are tourism and hospitality. The team has received some really positive responses from appreciative businesses, thanking the shire for assisting them during this time.</p> <p>5.2 Tourism Updates The State Government has announced they are releasing a grant for \$250,000 for rural councils and \$5000 for hospitality businesses, more details will be released soon and The Shire will update businesses as soon as this information is released. Bob asked if Claire will be the contact for this, Claire advised she was.</p> <p>5.3 Victoria Walks and Caravanning Australia Editorials Caravanning Australia and Great Walks are coming out in September and October 2020 and there will be an editorial and advert for the Strathbogie Shire. Claire to circulate information when it comes to hand.</p>	<p>Claire</p> <p>Claire</p> <p>Claire</p>
<p>6. ARTS & CULTURE INITIATIVES</p> <p>6.1 Seven's Creek Precinct – project ideas The Shire is currently looking at further developing the Seven Creeks precinct. This was also adopted by Council in the Euroa Township Strategy.</p> <p>There was a group last year that put in a proposal for funding to do something similar to this project. They are separate to the Sevens. Claire advised that there are a few things that need clarification. This project needs to be adopted by council however during caretaker mode research will be able to be done.</p> <p>6.2 ECAG – Euroa Clay Bricks Murals The Mural has started which has council funding and is being done at the Euroa pool with Euroa clay bricks. It was suggested that there should be other places identified in the other towns to also have these murals done with local products. 1/3 of the Euroa pool mural is completed and will be the test mural.</p>	<p>Claire</p> <p>Claire</p>
<p>7. OTHER BUSINESS Bob and Amanda advised this would be their last meeting as Councillors for the TACAG meetings, they both thanked everyone for their hard work and wished the group all the best.</p> <p>Actions:</p> <ul style="list-style-type: none"> • Claire to attach Alex's email to meeting minutes 	<p>Bob/Amanda</p>

<ul style="list-style-type: none">• Claire to send letter to Euroa Chamber of Commerce once received back from CEO• Tess to continue to investigate Art Trail• Kathi to send through information regarding COVID Art Trail• Kathi to send research to Claire regarding blocking of car parking for trading• Claire to gain more clarification regarding the Seven Creeks Precinct	
8. MEETING CLOSED @1.38pm	
8. NEXT MEETING/S: Due to the Caretaker period and finalisation of Council after elections, the next meeting will need to take place in November 2020. Thursday 19 November @1pm – venue TBC	

9.15 Adoption of the Terms of Reference for the Greening Euroa Project Steering Committee

Author: Environment and Waste Coordinator

Responsible Director: Director Corporate Operations

EXECUTIVE SUMMARY

At its meeting on 21 April 2020 the Council resolved to form a Project Steering Committee for the Greening Euroa Project. This joint project is investigating the viability of delivering recycled water from the Euroa Wastewater Treatment Plant on Euroa Tip Road to various sporting grounds, schools and the Arboretum to they remain green during drought. This report recommends that Council adopt the attached Terms of Reference.

RECOMMENDATION

That Council adopt the attached Terms of Reference for the Greening Euroa Project Steering Committee.

PURPOSE AND BACKGROUND

The key aim of the Greening Euroa Project (the Project) is to extend Euroa's water security and enable our outdoor sporting and recreation venues to continue as usable, vibrant social hubs.

At its meeting on 21 April 2020 the Council resolved to form the Project Steering Committee for the Greening Euroa Project. This Committee is formed of representatives from:

- a) Strathbogie Shire Council - 1 Councillor (Cr Hayes-Burke) and 1 staff member
- b) Goulburn Valley Water
- c) Goulburn Broken Catchment Management Authority
- d) Euroa Secondary College
- e) St Johns Primary School
- f) Euroa Arboretum
- g) Sporting Fields Precinct – Three representatives

The whole Project comprises of three stages as detailed below:

- **Stage 1:** Euroa facility audits, risk analysis and infrastructure design;
- **Stage 2:** Treatment plant and Route Capital Infrastructure Design and Quantity Surveyor Analysis; and
- **Stage 3:** Project Implementation and Construction

9.15 Adoption of the Terms of Reference for the Greening Euroa Project Steering Committee (cont.)

ISSUES, OPTIONS AND DISCUSSION

At the Committee's inaugural meeting on 7 October 2020 draft Terms of Reference were presented and adopted by the Committee. It outlines that the objectives of the Committee are:

- Consider the feasibility of extending existing infrastructure from the Wastewater Treatment Plant in Euroa Tip Road to provide recycled water for irrigation to playing and recreational fields in Euroa;
- Extend Euroa's water security and reduce the demand and dependence on potable water supplies and the bore fields; and
- Ensure the viability of Euroa's outdoor sporting and recreation venues.

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

It is the officer opinion that supporting projects that look at the sustainability of water now and into the future is important to our community.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

At this stage community engagement has not been undertaken as the Terms of Reference for the committee.

POLICY CONSIDERATIONS

Council Plans and Policies

Council Plan Actions

Action 2.2 Mitigate and adapt to a changing climate

Sustainable Strathbogie 2030 Actions

7. A climate resilient shire and low carbon shire

8. A water sensitive shire

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

This project is being supported by the Department of Environment, Water, Land and Planning by contributing \$129,722 to support the detailed design. This project sits as part of the Integrated Water Management Framework for Victoria.

9.15 Adoption of the Terms of Reference for the Greening Euroa Project Steering Committee (cont.)

LEGAL CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Council is being asked to formally endorse the formation of Project Steering Committees and as part of their governance adopt the Terms of Reference.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

Minutes of Greening Euroa are available to interested members of the community as a matter of public transparency. Information on the project will be placed on Councils website.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

The Council has already committed Stage 2 funding of \$100,000 to the project. There are no costs associated with the adoption of the Terms of Reference. Funding to progress the project will be entirely subject to seeking external funding.

SUSTAINABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Social

This project, if successful through to Stage 3, will increase our community health and wellbeing by maintaining our green open spaces during prolonged dry periods. These spaces give members of public opportunities to get out and participate in community life through exercise and sporting activities.

Environmental

This Project, if successful to Stage 3, will make our Shire a more climate resilient Shire and keep our open spaces green during years of climate variability and increasing water insecurity.

Climate change

This project is directly linked to making our Shire more climate resilient and more water sensitive.

9.15 Adoption of the Terms of Reference for the Greening Euroa Project Steering Committee (cont.)

INNOVATION AND CONTINUOUS IMPROVMENT

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement. This project is one of the first of its kind in Victoria and shows innovation in how we manage our precious water supplies

COLLABORATION

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

The Project Steering Committee is made up of interested members of the community, GBCMA, GV Water and local schools.

HUMAN RIGHTS CONSIDERATIONS

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

CONCLUSION

The Council has formed the Project Steering Committee for the Greening Euroa Project and this report recommends the adoption of the Terms of Reference for this Group to allow its smooth functioning.

ATTACHMENTS

Attachment 1: Greening Euroa Project Steering Committee Terms of Reference

ATTACHMENT 1:



**Greening Euroa Project Steering
Committee
Terms of Reference**

STRATHBOGIE SHIRE COUNCIL

Terms of Reference

1. CONSTITUTION

- 1.1 The Strathbogie Shire Council ("Council") has resolved to appoint a Greening Euroa Project Steering Committee ("Committee").
- 1.2 The Council will review the Greening Euroa Project Steering Committee within 12 months after the election of Councillors; which is every four (4) years.

2. OBJECTIVES OF THE COMMITTEE

The objectives of the Committee are:

- Look at the feasibility of extending existing infrastructure from the Wastewater Treatment Plant in Euroa Tip Road to provide recycled water for irrigation to playing and recreational fields in Euroa
- Extend Euroa's water security and reduce the demand and dependence on potable water supplies and the bore fields
- Ensure the viability of Euroa's outdoor sporting and recreation venues

3. TERMS OF REFERENCE

The role of the Committee is to carry out supporting and project management functions in each stage of the project:

Stage 1 – Euroa Facility Site Audits, risk analysis and infrastructure design

Stage 2 – Treatment plant and Route Capital infrastructure Design and Quantity Surveyor Analysis

Stage 3 – Project Implementation and Construction

4. COMMITTEE MEMBERSHIP

- 4.1 The Council has resolved that the Committee shall consist of the following representatives:
 - Strathbogie Shire Seven Creeks Ward Councillor (Chair)
 - Director Corporate Operations
 - Goulburn Valley Water – One Representative
 - Goulburn Broken Catchment Management Authority – One Representative
 - Euroa Secondary College – One Representative
 - Euroa Primary School – One Representative
 - St. John's Primary School - One Representative
 - Euroa Arboretum – One Representative
 - Community - One Representative
 - Sporting Fields Precinct – Three Representatives
- 4.2 The Council or Committee may second people with technical expertise as required for a temporary period.

5. SUB COMMITTEES

- 5.1 The Committee may form a sub committee to undertake a specific project as part of the Committee
- 5.2 The sub committee will report back to each meeting of the Committee on its progress against agreed actions

6. TERM OF APPOINTMENT

- 6.1 Members nominated by a particular group will represent that group until the group decides to change the representative.
- 6.3 A member of the Committee may resign his/her position at any time.
- 6.4 The Committee is empowered to declare a Committee member's position vacant if he/she fails to attend three (3) consecutive meetings without leave by resolution duly passed.
- 6.5 The Council shall ask the representative group to appoint another person to fill any vacancy caused by the resignation of any member of the Committee.
- 6.6 Any person appointed to fill a vacancy on the Committee shall hold office for the unexpired portion of the previous member's term of office.

7. NOMINATION OF MEMBERSHIP

- 7.1 Council will write to each of the representative groups to ask for nominated representative
- 7.2 Council has the right to veto any nomination if the nominee is deemed to be unsuitable for the purpose of the Committee.

8. CHAIRPERSON

- 8.1 The Council will appoint a Councillor as Chairperson of the Committee to preside at all meetings at which he/she is present.
- 8.2 In the absence of the Chairperson, the Committee may elect one of the members to preside as Chairperson at the meeting.
- 8.3 The role of the Chairperson shall be:
 - (a) To chair all meetings of the Committee.
 - (b) To act as the liaison person between the Committee and Council.

9. SECRETARY

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

- 9.1 The Chief Executive Officer shall appoint a Council Officer to act as Secretary to the Committee.

- 9.2 The Secretary shall prepare the agenda and minutes for each meeting of the Committee and shall distribute, or arrange to be distributed, copies of the agenda and minutes to members of the Committee and Council.

10. REPORTING

- 10.1 The Committee shall submit its minutes to Council for inclusion in the next available Council Meeting Agenda.

11. DELEGATIONS

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

12. FINANCES

- 12.1 This Committee has no delegated authority to expend monies.

13. INSURANCES

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

14. MEETINGS OF THE COMMITTEE

- 14.1 All meetings of the Committee shall be conducted in accordance with Council's Local Law No. 1.
- 14.2 The Committee shall meet at least bi monthly at a date and time to be determined at the first meeting. Additional meetings may be convened at the discretion of Council.

15. QUORUM

- 15.1 A quorum is formed when a simple majority of members of the Committee is present at a meeting.

16. REVIEW

- 16.1 The Council shall carry out regular reviews of the Committee's Terms of Reference.
- 16.2 The Council may carry out a special review of the Committee's Terms of Reference at the request of the Committee.
- 16.3 The Council shall consult with the Committee prior to the making of amendments or alterations to the Committee's Terms of Reference.

17. PECUNIARY INTERESTS

- 17.1 Members of this Committee are not obliged to submit returns of pecuniary interest as there is no delegated power to the Committee.

18. CODE OF CONDUCT

- 18.1 Councillors on this Committee are to abide by the *Councillor Code of Conduct, 21 February 2017*
- 18.2 Council Officers on this Committee are to abide by the *Staff Code of Conduct CEO Directive*
- 18.3 Community Representatives are to abide by the *Staff Code of Conduct CEO Directive and Voluntary Workers Policy*

This Strathbogie Shire Council Greening Euroa Project Steering Committee Terms of Reference is made on behalf of Strathbogie Shire Council by its Chief Executive Officer under the authority of the Instrument of Delegation.

SIGNED by **Julie Salomon**
Chief Executive Officer of the Strathbogie Shire Council

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Dated:

9.16 Endorsement of the Strathbogrie Shire Council Annual Report 2019/2020

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Annual Report is a requirement under the Section 131 of the Local Government Act 1989. A copy of this report must be provided to the Minister for Local Government within three months of the end of the financial year and the Council must then consider the report at a meeting of the Council within one month of its provision to the Minister. Due to COVID-19 the legislative submission deadline was extended to 30 November for councils to submit annual reports. Strathbogrie Shire Council's Annual Report was submitted to the Minister for Local Government on the due date.

The Annual Report provides a comprehensive account of Council's performance over the 12-month period. The report details Council's key achievements and demonstrates our commitment to transparency, accountability and good governance. Council has prepared a detailed account of its financial and operational performance for the 12-month period ending 30 June 2019 as required under the Local Government Act.

RECOMMENDATION

That Council endorse the Strathbogrie Shire Council Annual Report 2019/2020 for the year ended 30 June 2020, including the Financial Statements and Performance Statements, as certified by the Auditor General.

PURPOSE AND BACKGROUND

The Victorian Local Government Act (1989) requires all Councils to present an Annual Report to the Minister by 30 September each year. Importantly, the Annual Report provides an account of Council's performance to our community. It details Council achievements against the goals of the Council Plan and our performance against stipulated measures. It further provides an account of Council's financial management during the previous financial year.

ISSUES, OPTIONS AND DISCUSSION

The Annual Report is also an opportunity to acknowledge all the great activities that have happened across the municipality and note the challenges and impacts of COVID-19 on operations during the year. The Annual Report 2019/2020 contains:

- A report on the operations of the Council including highlights throughout the year;
- Audited Financial Statements and Performance Statement; and
- Other general information required by the Local Government (Finance and Reporting) Regulations 2004 and the Local Government Act 1989.

9.16 Endorsement of the Strathbogrie Shire Council Annual Report 2019/2020 (cont.)

Some of Council's major activities and achievements in 2019/20 included:

- Response to COVID-19
 - Council's response to the COVID-19 pandemic has been guided by State Government advice and that of the Chief Health Officer (CHO). This well planned and coordinated approach has placed Council in a position to quickly respond to State Government announcements and CHO directions.
 - In recognition of challenges faced by a number of businesses, fees for registered premises were set at zero in Council's 2020/21 Budget and refunds provided for fees for the 2019/20 year. This also applied to footpath trading fees.
 - The 2019/20 Budget also included a zero rate rise in the average rate per property.
 - Council has continued to keep the community informed with updates and changes across several media platforms including our website, Strathbogrie Bulletin and social media. This ensured that Council kept our community up-to-date about current situations and emerging local issues while also promoting important health information to the community.
- Roads
 - Council's road re-sheeting program saw 57.7 km of sealing works completed and was fully funded by the federal Governments Roads to recovery Program at a cost of \$835,467;
 - Our gravel road re-sheeting program upgraded 21.3 km of road surface at a cost of \$580,306;
 - The pavement rehabilitation program included works at Nagambie Locksley Road and Euroa Strathbogrie Road at a cost of \$453,291; and
 - The shoulder sealing program involved strengthening and sealing 2.3 km by 1.5 width (both sides) along the Longwood/Shepparton Road providing a wider pavement and improved safety
- Footpaths
 - Extensive footpath works took place with 1.5 km of new concrete footpaths installed at various locations in Nagambie and Euroa.
- Bridges

Bridges that received major upgrades allowing for load limits to be removed were:

 - Wattlevale Road Bridge (Heathcote-Nagambie Road) – New deck overlay for strength at a cost of \$243,000;
 - Moormbool Road Bridge (Mt Camel-Graytown Road) - Piles replaced and new precast plank deck at a cost of \$234,000; and
 - Faithfulls Creek Bridge – Piles replaced and new pre-cast super "T" beams with cast-insitu deck at a cost of \$279,000.
- Avenel Recreation Reserve Skate Park
 - Construction of a new \$90,455 skate park facility funding via the State Government Pick My Project initiative was completed in partnership with the Avenel community to provide a multi-use park for youth, children and parents can interact.
- Nagambie Recreation Reserve
 - Funding for a \$250 revamp of their facility with \$100,000 funding from the State Government's Country Football and Netball Program, \$100,000 from Council, \$30,000 from Bendigo Bank's Nagambie Branch and in-kind support from local user-groups.

9.16 Endorsement of the Strathbogie Shire Council Annual Report 2019/2020 (cont.)

Advocacy on key community issues during the 12-month period included:

- Australian Rail Track Corporation (Inland Rail) – Council has been working with ARTC and the community for the inland rail project advocating on behalf of our community to ensure that ARTC listens to the requirements of your community and Council. This will be ongoing for at least another 12 months.
- PTSD Wellness Centre feasibility – In partnership with Euroa Health, the Euroa RSL and the community, Council advocated to receive funding to support a feasibility study for a Post-traumatic stress Veterans Wellness centre in vacant buildings known as ‘Amaroo’ and ‘Euroaville’. \$50,000 in funding was successfully granted, however the scope has since changed. Council will progress a shire wide feasibility study in 2020/2021 as part of the funding commitment by the federal Government.
- Blackspot Program Funding – Council submitted two successful applications to the Federal Government Blackspot program for funding and infrastructure to improve domestic telecommunications access and services. This resulted in the upgrade of the towers at Boho South and Graytown.
- V/Line Rail and Coach Services – Council continued to advocate to the Victorian Government for increased reliability of service and maintenance of infrastructure.
- Free bus service for Avenel and Nagambie Students – Council in partnership with Euroa Secondary School were successful in their advocacy to the Department of Education and Training for the continuation of the free bus service for Avenel and Nagambie students to attend Euroa Secondary College.
- Council joined 16 Days of Activism, a global campaign to raise awareness about violence against women and its impact on a woman's physical, psychological, social wellbeing and economic security. The campaign, from **25 November to 10 December 2019** was shared on social media over the 16 days.

Further, due to the resignation of two Councillors in December 2019, 2020 saw a countback conducted by the Victorian Electoral Commission for the Lake Nagambie Ward leading to election of Cr Bob Gardner and a by-election was held in the Honeysuckle Ward with the election of Cr Chris Raeburn.

POLICY CONSIDERATIONS

Council Plans and Policies

The annual report was prepared to ensure civic leadership, accountability and sound governance in the operation of Strathbogie Shire Council.

Regional, State and National Plans and Policies

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that regional, state and national plans and policies are to be taken into account in strategic planning and decision-making.

Council has prepared a detailed account of its financial and operational performance for the 12-month period ending 30 June 2019 as required under the Section 131 of the Local Government Act 1989.

9.16 Endorsement of the Strathbogie Shire Council Annual Report 2019/2020 (cont.)

CONFLICT OF INTEREST DECLARATION

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

TRANSPARENCY

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

The Annual Report provides a comprehensive account of Strathbogie Shire Council's performance over the 12- month period promoting council transparency, accountability and performance to our community.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

There are no financial implications associated with this report.

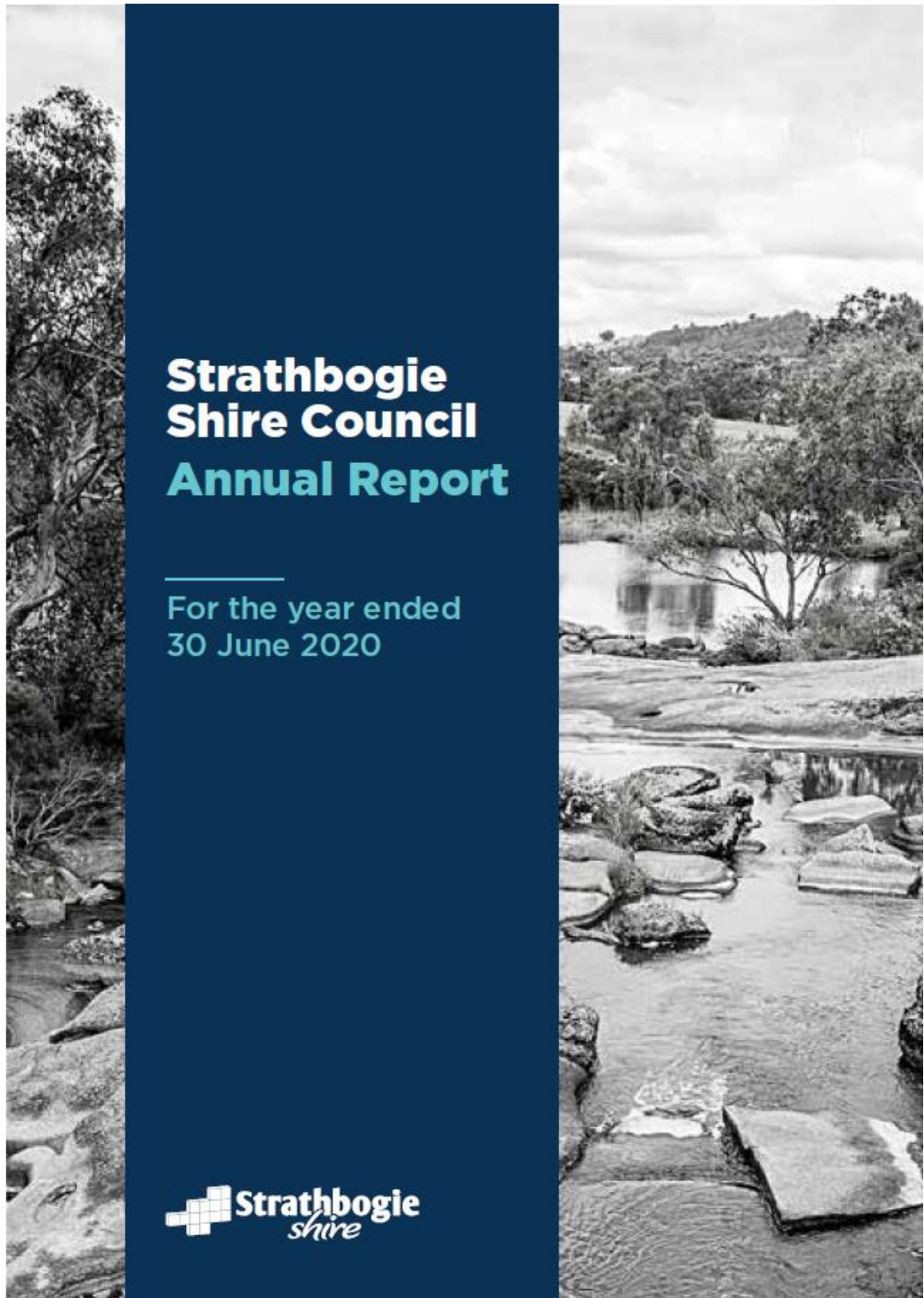
CONCLUSION

That Council considers and adopts the Strathbogie Shire Council Annual Report for the 2019/2020 year, in accordance with the Local Government Act 1989.

ATTACHMENTS

Attachment 1: Strathbogie Shire Council Annual Report 2019/2020

ATTACHMENT 1:



**Strathbogie
Shire Council
Annual Report**

For the year ended
30 June 2020

 **Strathbogie**
shire

Strathbogie Shire Council Annual Report 2019-2020



Euroa Customer Service

109A Binney Street, Euroa
Open 9am - 5pm: Monday to Friday

Nagambie Customer Service

293 High Street, Nagambie
Open 10am - 4pm: Monday to Friday

Contact Us

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📘 [www.facebook.com/
StrathbogieShireCouncil](https://www.facebook.com/StrathbogieShireCouncil)
📷 www.instagram.com/lovestrathbogie

Strathbogie Shire Council Annual Report 2019–2020

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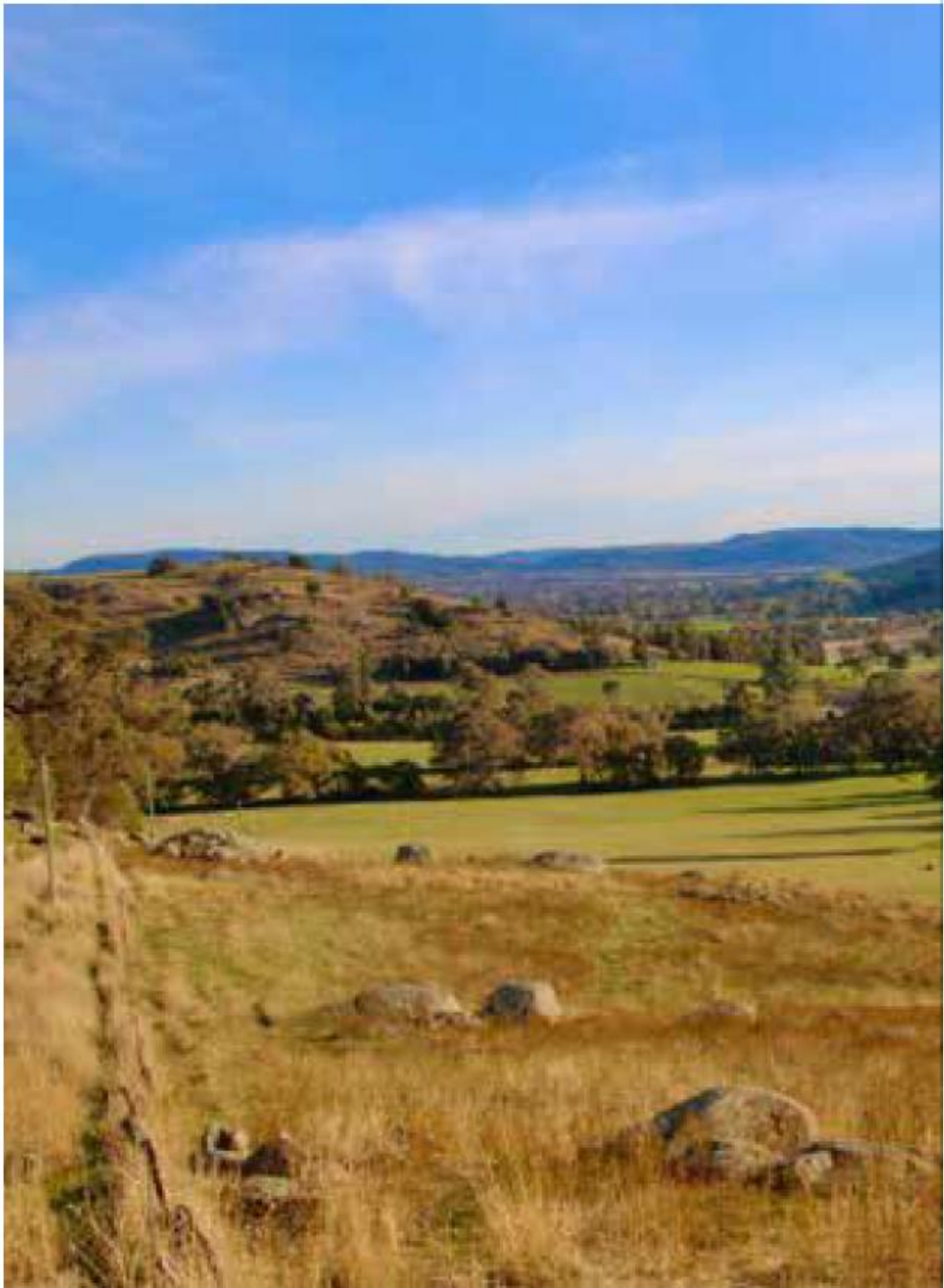
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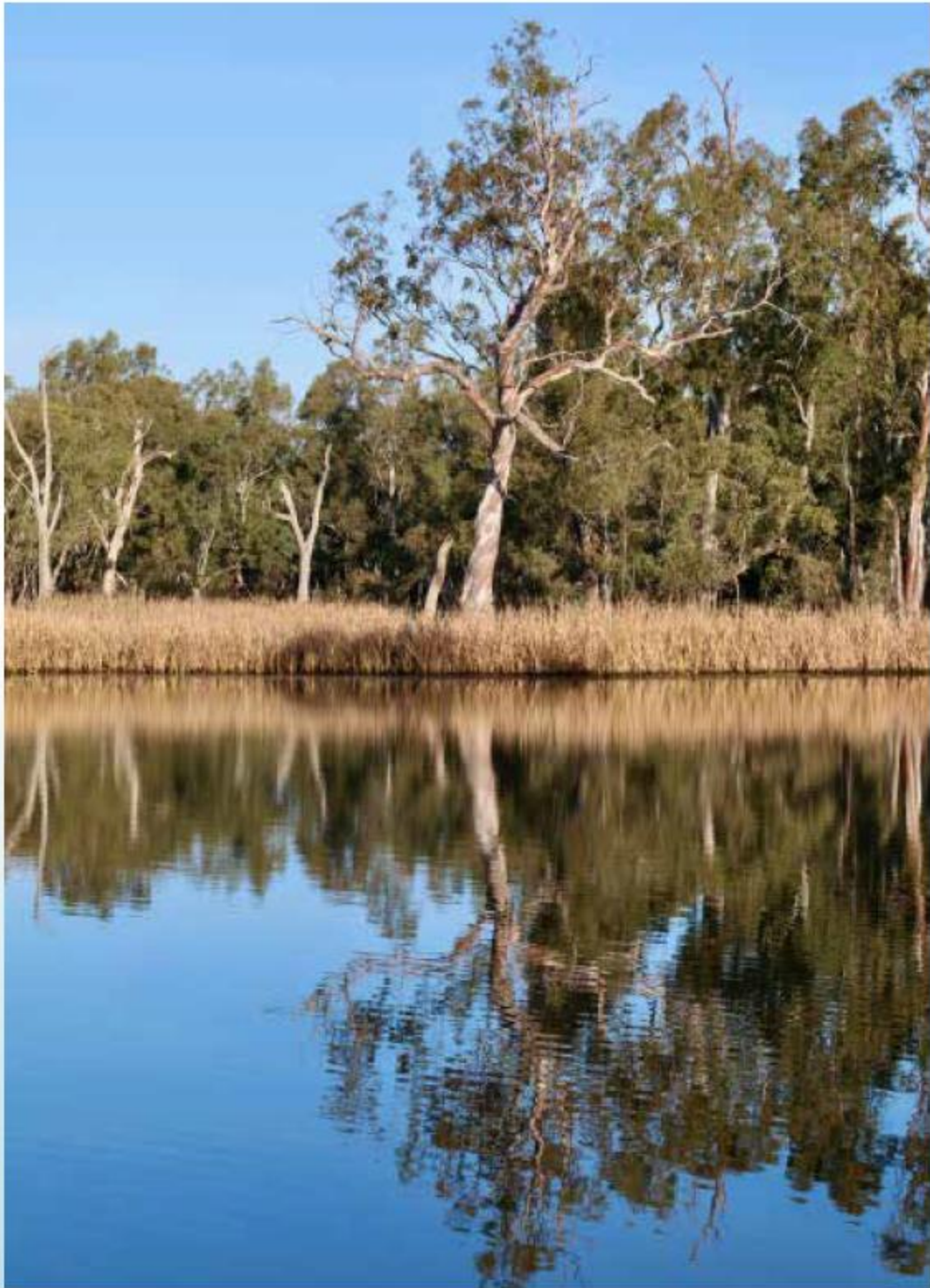
Cover page – Polly McQuinns.

Opposite page – View beyond Polly McQuinns Weir to Mt Wombat. Photographer: Sean Mathews



Overview





Welcome

The Strathbogie Shire Council is pleased to present the 2019-2020 Annual Report.

The Local Government Act 1989 requires Councils to submit an Annual Report each financial year. This document is a key reporting mechanism and measures Council's performance against the objective details in the Council Plan 2017-2021 and Annual Budget.

In responding to the needs and expectations of the community, Council is committed to open and transparent decision-making, good governance and effective community consultation.

Traditional Owners

Strathbogie Shire Council acknowledges the traditional owners of the land which comprises Strathbogie Shire.

We pay respect to their tribal Elders; we celebrate their continuing culture and we acknowledge the memory of their ancestors.

Our Vision

Together we are building a flourishing community.

Our Mission

To support our community to grow through effective partnerships, engagement and equitable and efficient delivery of services.

Our Values

To be a respectful, innovative, open and transparent, inclusive, fair and ethical Council.

Our Commitment to Engagement and Communication

We will be a more inclusive Council by engaging and communicating in an open and honest manner with our local community and key stakeholders.

Our Shire

Strathbogie Shire is a rural municipality located in Northern Victoria, approximately 90 minutes from Melbourne.

The region comprises the diverse and vibrant townships of Avenel, Euroa, Nagambie, Violet Town and Strathbogie. There are also many smaller communities including places such as Boho, Graytown, Kirwans Bridge, Kelvin View, Longwood, Miepoll, Ruffy, Upotipotpon and Wahring.

The Shire is situated within the picturesque surrounds of the Strathbogie Ranges with a population of 10,650 recorded in the 2018 Census. The Shire encompasses 330,326 hectares and has a population density of 0.03 persons per hectare.

Major natural features include the Heathcote-Graytown National Park, Strathbogie Ranges, Goulburn River, Goulburn Weir, Lake Nagambie, Polly McQuinns and Gooram Falls. The Shire's tourism appeal continues to grow, with the area home to several eateries and wineries, walking trails, waterways and breathtaking wilderness.

Strathbogie Shire is serviced by the Goulburn Valley Freeway, the Hume Freeway, the Goulburn Valley Highway and the Melbourne-Shepparton and Melbourne-Wodonga railway lines, providing numerous freight and public transport options.

With a median age of 52 years old (ABS, 2018 estimate data) Strathbogie Shire's population consists of an active workforce and strong volunteer communities in the townships and region. While 51.8 percent of the population are aged 50 years and older (ABS, 2018 estimate data), 21.4 percent of persons are 0 to 24 years, and equally 21.4 percent are aged between 25 and 49 years. The 2016 Census revealed 81.4 per cent of residents were born in Australia and 3.1 per cent speak another language.

The Strathbogie Shire has a strong agricultural economic base, including wool, grain, sheep and cattle production, extensive vineyards, world-class wineries, and a wide range of intensive cool-climate horticultural enterprises. Agriculture is the highest employment sector with 19 percent recorded in the 2016 Census (ABS). The region also has a growing tourism sector, complemented by recent urban industrial and residential development.

Fast Facts

Strathbogie Shire covers **330,326 hectares**
7,605 rateable properties

Population of approximately 10,650

2,546 tonnes of organic waste and recycling were diverted from landfill through kerbside waste collection

23,847 calls answered by Customer Service in 2020 financial year

19,626 visits to our four pools (Avenel, Euroa, Nagambie and Violet Town)

57.7kms of road were resealed

1.5kms of new footpath were created

4,577 people attended the Euroa Community Cinema to watch 59 movies. *The cinema had to close in March 2020 due to COVID-19 restrictions and is yet to re-open*



Message from our CEO Julie Salomon

I am excited and proud to present to you my first annual report message as Chief Executive Officer of Strathbogie Shire.

Since joining this incredible organisation, I've thoroughly enjoyed learning more about what makes this region so unique and welcoming.

It's so evident to me that our communities and people are our greatest assets.

As an organisation, our staff have shown a true commitment to the wellbeing of our community.

This year has certainly been like no other. Due to the ongoing pandemic, our region has seen job losses, businesses have faced unforeseen financial hardships, and we've all experienced disruptions to our daily lives. We've all been impacted in one way or another.

However, Strathbogie Shire's commitment to our core principles has guided our response.

Collectively, we have put our arm around our community. We have sought to listen, to understand their needs, and put in place important initiatives that provide genuine support for our communities during their time of need.

I am proud of the way in which our staff met the challenges of COVID-19 to ensure we maintained our service delivery. We quickly transitioned to a different way of working, delivering some of our programs online, while maintaining a face-to-face customer service for as long and we could.

We understand how important this service is to our community, so we opened our doors as quickly as we could to ensure the health and safety of our staff and our community

These challenges we face are very real and we should be proud of our response.

With this in mind, I would like to take a moment to thank all our Council staff, as well as our Councillors for their important work and decision-making.

We're so very fortunate to have such an experienced, dedicated Council which understands, and works for, its community. We have gained so much from your experience, gained from many years of service to community.

Please join me in saying 'thank you'.

While we still face uncertain times ahead, I have faith that everyone within our organisation can support our community, so we can all come through this stronger



Operational performance summary

The 2019-20 Annual Report measures Council's performance against what we said we would do in our Council Plan 2017-21. The following summarises Council's achievements and results in 2019-20 against our strategic goals. A more detailed report of the goals follows.

Strategic objective one: To enhance community health and wellbeing

<ul style="list-style-type: none"> Upgrades to the Euroa Friendlies oval progressed with new turf, irrigation system and white picket fences. The \$210,000 upgrade has been funded through a \$100,000 grant from the Victorian Government's Community Sports Infrastructure Cricket Facilities Fund, in conjunction with over \$50,000 raised by the Friendlies Oval Committee and a \$50,000 contribution from Strathbogie Shire Council. The Youth Department celebrated summer holidays by offering free pool parties and movies. Three exercise stations were installed along the Euroa Apex Track through a collaborative project between Euroa Community Action Group, Euroa Memorial Oval Committee and Council. 	<ul style="list-style-type: none"> \$5,000 Euroa Croquet Club - <i>boundary replacement</i> \$5,000 Nagambie Mechanics Institute - <i>main hall painting</i> \$5,000 Euroa Little Theatre - <i>internal window blinds for the schoolhouse</i> \$5,000 Euroa Lions Club - <i>Lions Park fencing</i> \$4,517 Bogarts - <i>Strathbogie Art Festival</i> \$4,476 Longwood Community Centre - <i>internal lighting</i> \$4,294 Avenel Bowling Club - <i>renew ditch banks around bowling green</i> \$4,000 Kelvin View Public Hall and Recreation Reserve Committee - <i>Kelvin View Hall upgrade</i> \$2,350 Euroa Environment Group - <i>Aboriginal Heritage Trail</i> \$3,797 Avenel Primary School - <i>Greenhouse Sustainability Project</i> \$3,000 Strathbogie Memorial Hall - <i>Public Address upgrade</i> \$2,691 Violet Town Bowls Club - <i>green refurbishment</i> \$2,691 Strathbogie Tableland Landcare - <i>Strathbogie Memorial Hall public potable water point</i> \$2,691 Euroa Environment Group - <i>Aboriginal Heritage Trail</i> \$1,628 Strathbogie Historical Group - <i>preserving, promoting and engaging with our local history and culture</i> \$1,120 Ruffy Artfest
<p>The 2019-20 Community Grants program provided over \$79,000 for 20 different community projects across the Shire.</p> <p><u>The following projects were funded in the 2019-20 Community Grants Program:</u></p> <ul style="list-style-type: none"> \$5,000 Violet Town & District Early Childhood Centre - <i>Violet Town Kindergarten facilities upgrade</i> \$5,000 Violet Town Gallery Museum - <i>split systems for the Art Gallery</i> \$5,000 Strathbogie Ranges Conservation Management Network - <i>Bioluminescence Art/Science Project</i> \$5,000 Euroa Golf Club - <i>kitchen improvements</i> \$5,000 Euroa Swimming Club - <i>Euroa Pool Arts Project</i> 	

Strategic objective two: To sustainably manage our natural and built environment

- A team of six young people representing the Strathbogrie Shire's Youth Parliament team spent three days in the chambers of Victoria's State Parliament House and successfully passed a bill to ban single-use plastic bags at the 32nd YMCA Victoria Youth Parliament Program.
- Council received a \$50,000 grant in the first round of the Victorian Government's Local Government Energy Saver Program. Matching the \$50,000, Council installed 43kW of solar on four key buildings across the municipality, installed LED lighting and upgraded and automated many pumps across the Shire.
- Council adopted its Sustainable Strathbogrie 2030 Strategy in August 2019, which provides a blueprint for its planning and operations on climate, lowering carbon emissions, water security, biodiversity, waste reduction and an active and connected Shire.

Strategic objective three: To provide quality infrastructure

- The Avenel Preschool upgrades were officially opened in October 2019 by The Hon. Jaclyn Symes, Member for Northern Victoria and Minister for Regional Development, Agriculture and Resources.
- A new deep water boat ramp was installed at the Goulburn River, providing better and safer access to the waterways for boating and fishing. The \$494,795 project included a \$100,000 contribution from Council, a \$100,000 donation of the cost of the land from the Ryan family and a grant from the Victorian Government of \$294,795.
- The Euroa Maternal and Child Health building received a \$130,000 upgrade including a larger refurbished kitchen, new accessible toilet with baby change facilities, larger consultation room and administration office, new heating and cooling system, a repaint and new flooring.
- Nagambie Recreation Reserve received a \$250,000 revamp of their facilities. With a \$100,000 grant received from the State Government's Country Football and Netball Program, \$100,000 from Council, \$30,000 from Bendigo Bank's Nagambie Branch - and in-kind support from local user-groups - upgrades to the clubrooms have been combined community project.
- Nagambie Bowls Club installed a new synthetic green after wild birds damaged their facilities. The \$233,000 project was completed with extensive fundraising by the club, a Victorian Government grant of \$143,000 and an injection of money from Council, the Bendigo Bank Nagambie Branch and DPR Insurance.

Strategic objective four: To support and drive economic development

- Council released a rate-relief package in response to the hardships affecting our communities, from COVID-19 and the bushfires, offering extended due dates and freezing interest.
- In response to the COVID-19 pandemic, businesses were offered a refund of paid business registration fees and a waiver for the 2020-21 financial year.

Strategic objective five: To be a high-performing Shire

- After an extensive recruitment process, Julie Salomon was appointed the new Chief Executive Officer and commenced in January 2020.
- Significant process and policy improvements, focussing on public accountability and transparency, were adopted by Council in a comprehensive response to the Victorian Auditor General's Office report on the Fraud and Corruption Controls in Local Government. A community engagement program was undertaken around Council's response to the report's recommendations, including regular updates on our progress against the Action Plan adopted by Council to address deficiencies in our fraud and corruption control framework. This work provides the foundation to drive cultural change across the Council and the administration in relation to good governance.
- Council ensured it met all the new statutory requirements of the newly introduced Local Government Act 2020, including the preparation of a number of new policies and Council documents.
- Our response to the Covid 19 pandemic fast tracked the introduction of electronic workflows using Council's document management system to improve efficiencies and service, including invoicing, planning permit applications and a number of internal good governance procedures.
- Due to the resignation of two Councillors in December a countback was conducted by the Victorian Electoral Commission for the Lake Nagambie Ward, leading to the election of Cr Bob Gardner and a by election was held in the Honeysuckle Ward leading to the election of Cr Chris Raeburn.
- We also worked in partnership with the Victorian Electoral Commission in preparations for the October 2020 general election to maximise voter enrolment and promoted the role of Council to encourage a wide range of candidates to stand for election.
- During May and June, Strathbogie residents achieved an all-time record with waste contamination levels dropping below one per cent.

Advocating on behalf of our community

Council partnered with Respect Victoria and the Municipal Association of Victoria to advocate for gender equity and respect in its workplace and in the local community, promoting the theme Respect Women: Call It Out

Council has been working with ARTC and community representative group DesignEuroa for the Inland Rail project advocating on behalf of our community to ensure that ARTC listen to the requirements of our community and Council as the result of proposed train overpass infrastructure designs. This will be ongoing for at least the next 12 months.

On behalf on Euroa Health Inc. and in partnership with the Euroa RSL and with community support, Council advocated to the Victorian and Federal Government to receive funding to support a feasibility study for a Post-traumatic Stress Veterans Wellness Centre in vacant public buildings known as 'Amaroo' and 'Euroaville.' \$50,000 in funding was successfully granted by the Department of Infrastructure. Funds are yet to be received and go out to tender.

Council submitted two successful applications to the Federal Government

Blackspot Program for funding and infrastructure to improve domestic telecommunications access and services in the region. This resulted in new communication towers in Boho South and Graytown, respectively.

Council has continued to advocate to the Victorian Government and V/Line Rail and Coach Services for increased reliability of services and maintenance infrastructure in the region.

Council continue to advocate on behalf of the Nagambie community and surrounds for Victorian and Federal Government Funding to support tourism infrastructure around the Lake for connectivity and access to the Regatta Centre facilities, local landmarks and businesses.

Council advocated on behalf of the community to the Department of Education for the continuation of free bus services for Avenel and Nagambie students to attend Euroa Secondary College, upon changes to school zones. Council and the Euroa Secondary College Council were successful in obtaining approval from the Hon. James Merlino MP, Minister for Education.

*Council has advocated to support tourism and recreation in Nagambie.
Photographer: Tracey Christian*



Major capital works

Highlights from the 2019-2020 capital works program

Roads

Road resealing program

The road resealing program saw 57.7km of sealing work completed across the Shire's road network. The program was fully funded by the Federal Government's Roads to Recovery Program at a cost of \$835,467.

Gravel road re-sheet program

Council's gravel re-sheeting program completed about 21.3km of gravel re-sheeting at a cost of \$580,306.

Pavement rehabilitation works

The pavement rehabilitation program cost \$453,291, which included major reconstruction and pavement widening works on 1.6km of road, including the Nagambie Locksley Road and Euroa Strathbogie Road.

Shoulder sealing

The shoulder sealing program involved strengthening and sealing about 2.3km (both sides) of gravel shoulders, 1.5m wide, along the Longwood/Shepparton Road, providing a wider pavement and improved safety.

Footpaths

Extensive footpath works took place during with about 1.5km of new concrete footpath installed across various Shire locations, including:

- Garrett Street, Euroa
- Anderson Street, Euroa, at Euroa Primary School
- Kirkland Avenue, Euroa
- Goulburn Street, Nagambie
- Railway Street, Euroa
- Rowe Street, Euroa
- McGregor Avenue, Nagambie

Bridges

The Shire's bridge replacement and upgrade program continued into 2019-2020. Bridges that received major upgrades, allowing load limits to be effectively removed are:

\$243,000 Wattlevale Road Bridge #74

- New deck overlay for strength

\$234,000 Moormbool Road Bridge #134

- Fully replaced piles and new precast plank deck

\$279,000 Faithfulls Creek Bridge #6

- Fully replaced with piles and new pre-cast super "T" beams with cast-in-situ deck

Other

Avenel Recreation Reserve Skate Park

Stage 2 of works was completed through Pick My Project, where consultation and onsite meetings were maintained with the community/committee and primary school during the planning, design and construction phases.

Construction of the new skate park facility within a multi-use park has provided a place for all youth, where children and parents can meet and interact.

The new facility is a place where the community of Avenel can spend time every day or on school holidays, which gives the younger generation somewhere to enjoy being outdoors, getting fit and having fun.

Total cost: \$90,454.54

Exercise stations along the Seven Creeks

Through the collaborative efforts of Council, Euroa Community Action Group and the Euroa Memorial Oval Committee, three exercise stations were installed along the Apex track. Each station comprises two pieces of equipment such as an elliptical trainer, sit-up bench, chest press or leg press.

Financial performance summary

Long-term financial sustainability is a key objective of Council's financial plan. Strathbogie Shire continues to be in a strong financial position. A summary of our performance is outlined below. Detailed information relating to Council's financial performance is included with the Financial Statements and Performance Statement sections of this report.

Operating position

The balance sheet indicates our assets are more than adequate to meet liabilities, which is an important measure of liquidity. Debt levels continue to be closely managed with debt decreasing to \$0.37 million at 30 June 2020.

Debt levels remain low when comparing to Strathbogie Shire's asset base of \$280.82 million, providing borrowing capacity for the future.

The operating surplus was \$4.86 million and the underlying position remains sound.

Strathbogie Shire's revenue was \$33.41 million with rates and charges raising \$19.82 million, based on 7,605 assessments. The reliance on rate revenue in 2019-2020 was 59% compared with 54% in 2018-2019.

The strong financial position reflects sound financial management and Shire's commitment to infrastructure renewal and financial sustainability. It also strengthens our financial capacity to deliver on the objectives and strategies of the Council Plan and Strategic Resource Plan.

Net operating result

Strathbogie Shire achieved an operating surplus of \$4.86 million compared to a budgeted surplus of \$0.89 million. The major reason for this variance was unbudgeted grants and timing of other grants.

Capital expenditure

Strathbogie Shire invested \$6.80 million into capital works.

The capital works program funds the ongoing renewal of our existing physical assets of \$4.86 million, as well as the construction of some new community assets: \$0.34 million and the upgrade and expansion of existing assets \$1.60 million.

Infrastructure works included roads (\$3.22 million), bridges (\$0.21 million), parks and open space (\$1.21 million), drains (\$0.13 million), footpaths and cycleways (\$0.32 million), buildings (\$1.10 million).

Borrowings

No new borrowings were undertaken in 2019-2020. The Shire has low levels of debt when comparing borrowings to non-current assets. The outstanding loan amount as at 30 June 2020 was \$0.37 million.

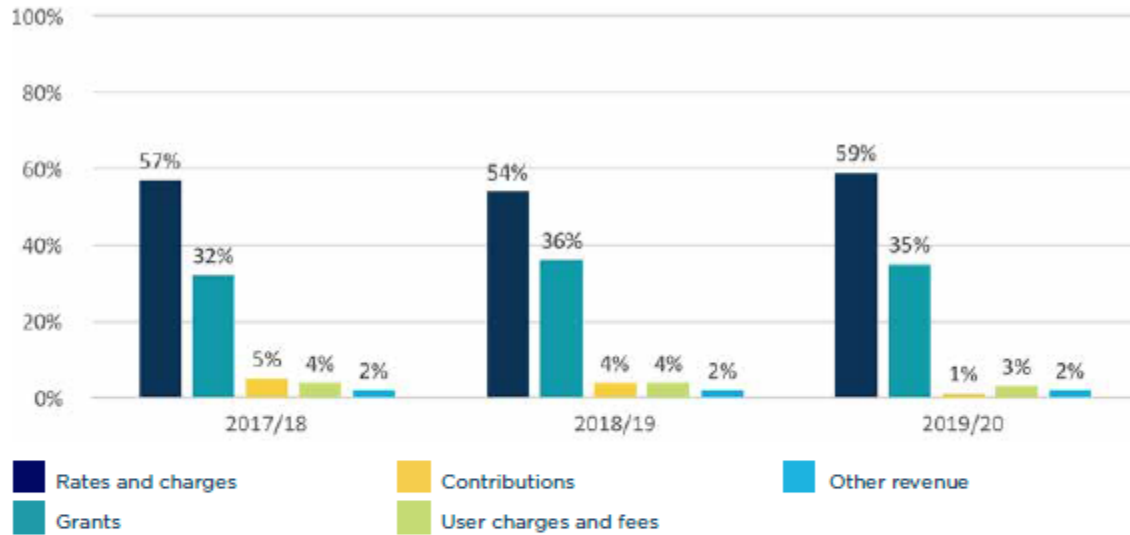
Cash and other financial assets

Cash and current assets at 30 June 2020 totalled \$21.12 million. Strathbogie Shire's liquidity position – (current assets / current liabilities) continues to be very strong with a ratio of 2.65:1. This ratio means we have \$2.65 of cash and current assets for every \$1.00 of current liabilities. This ratio is slightly higher than 2019 (2.15:1) due to lower expenditure on capital works, with funds carried over to complete projects in 2020/21.

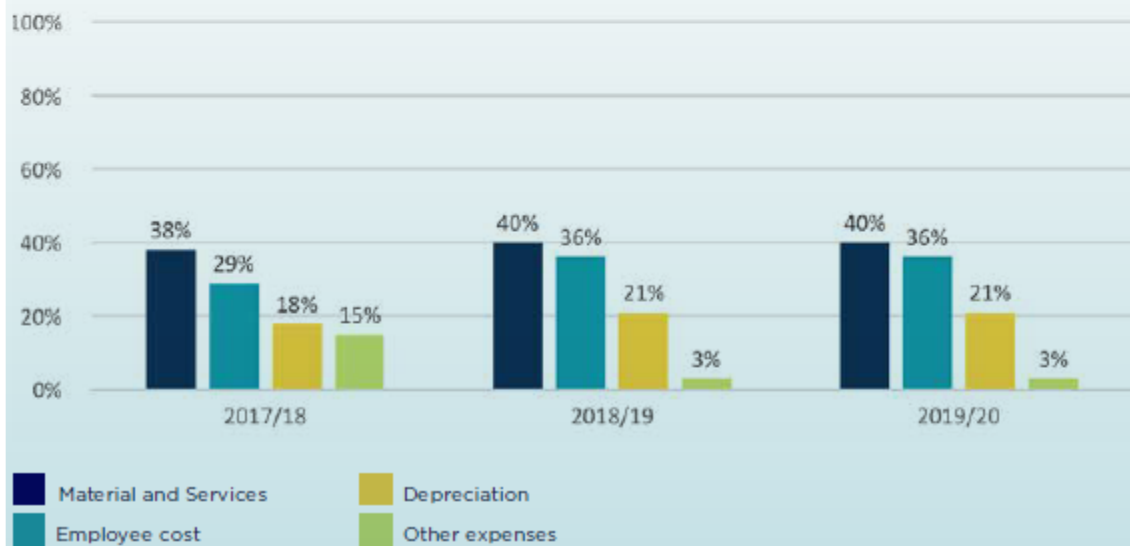
Legislative restrictions on Strathbogie Shire's cash at 30 June 2020 total \$0.45 million. This statutory obligation means Strathbogie Shire must set aside sufficient cash to fund amounts held in trust and developer levies.

Strathbogie Shire Council Annual Report 2019-2020

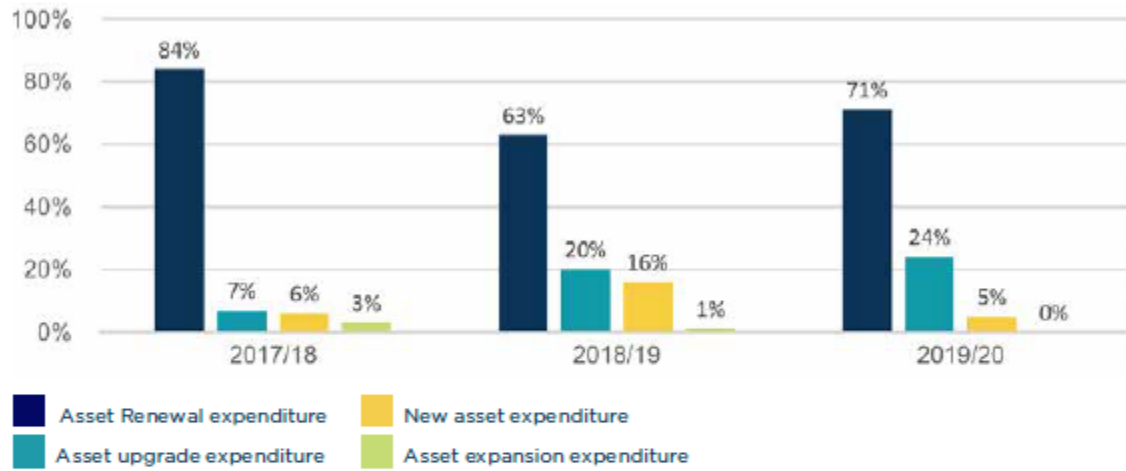
Income



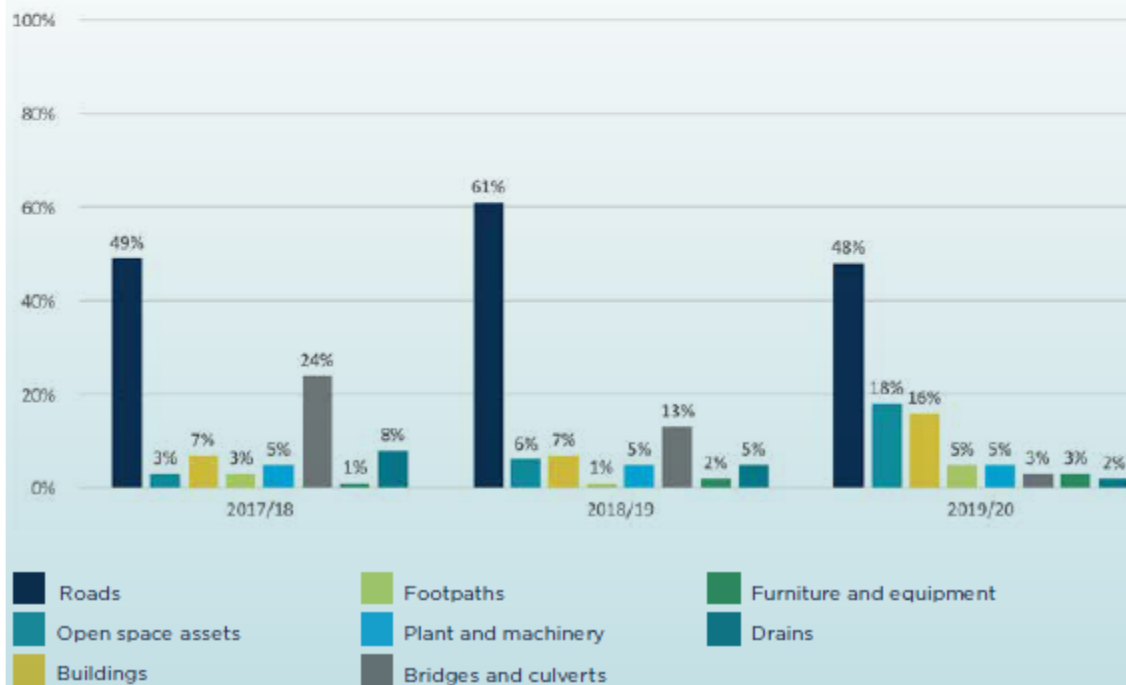
Expenditure



Capital Works Program



Capital Expenditure in Asset areas







Our Councillors

The seven councillors are the elected representatives of all residents and ratepayers across the Shire. They have responsibility for setting the strategic direction for the municipality, policy development, identifying service standards and monitoring performance across the organisation.

The municipality is divided into five wards, represented by one Councillor in each ward and two Councillors in the Lake Nagambie and Seven Creeks wards.

Lake Nagambie Ward

Cr Amanda McClaren (Mayor)

Elected 15 November 2016

0409 700 958 amanda.mcclaren@strathbogrie.vic.gov.au



Debra Bower

Elected 15 November 2016

Resigned December 2019



Robert Gardner

Elected 28 January 2020

0428 525 146 robert.gardner@strathbogrie.vic.gov.au



Honeysuckle Creek Ward

Kate Stothers

Elected 15 November 2016

Resigned 6 December 2019



Cr Chris Raeburn

Elected 31 March 2020

0439 903 993 chris.raeburn@strathbogrie.vic.gov.au



Hughes Creek Ward

Malcolm Little

Elected 15 November 2016

0407 549 020 malcolm.little@strathbogie.vic.gov.au



Mount Wombat Ward

Alistair Thomson

Elected 15 November 2016

0427 335 766 alistair.thomson@strathbogie.vic.gov.au



Seven Creeks Ward

John Mason

Elected 15 November 2016

0429 898 473 john.mason@strathbogie.vic.gov.au



Graeme 'Mick' Williams

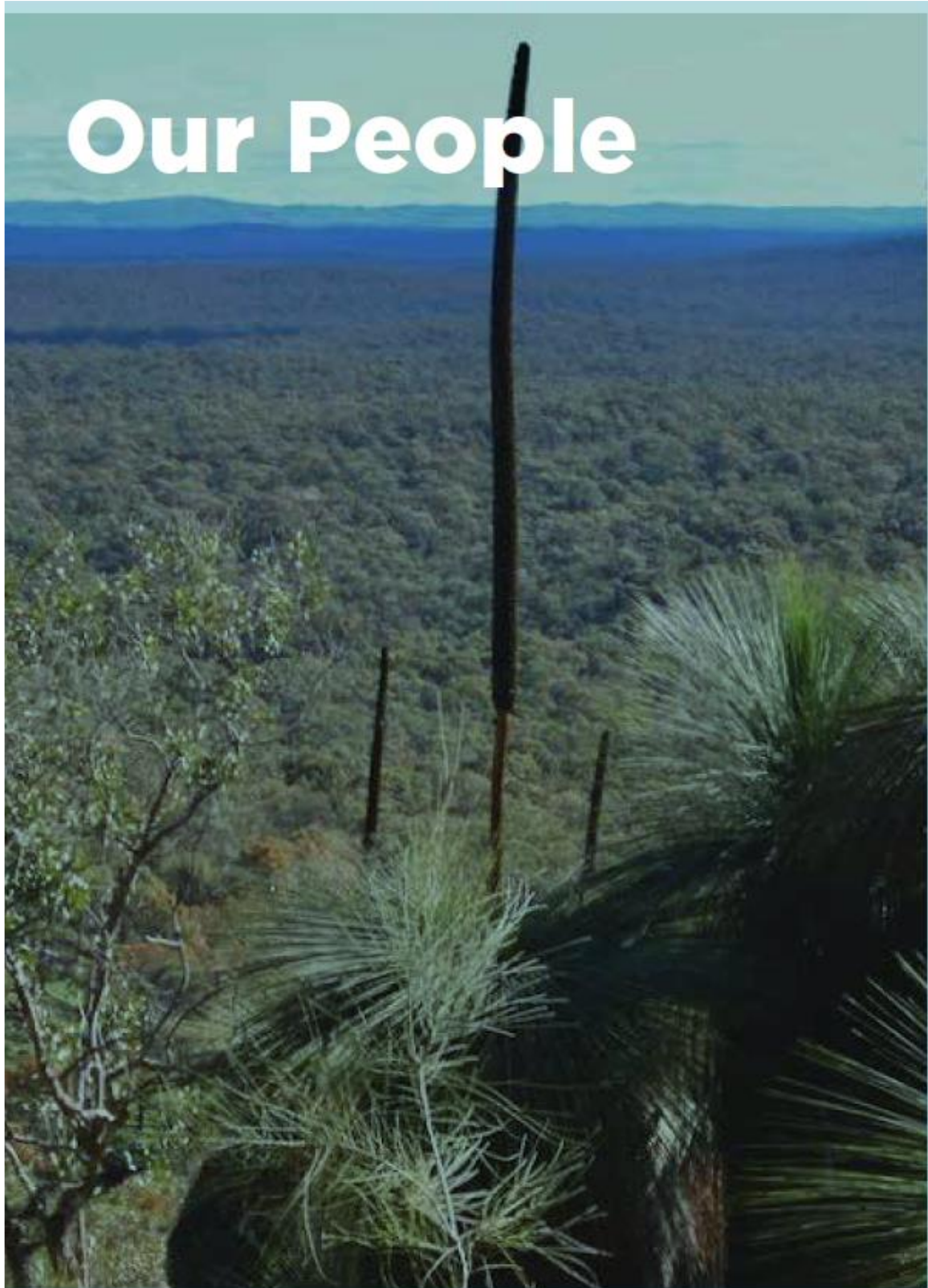
Elected 15 November 2016

0417 317 151 mick.williams@strathbogie.vic.gov.au



*Image previous page – Pastoral view from Kelvin View Rd, Strathbogie Tableland.
Photographer: Sean Mathews*





Our executive leadership team



Chief Executive Officer

Julie Salomon

Julie commenced with Strathbogie Shire in January 2020, having over 26 years' service in both local and state government. This experience includes leadership and management of a diverse range of community services, public policy, strategic planning, community and stakeholder engagement, community development, facility development and sound governance.

Previously, Julie spent over seven years as Director Community Development and Services at City of Monash. Before that, she was Director Communities at Greater Shepparton City Council for over two years, including a six-month period as Acting Chief Executive Officer.

Julie holds qualifications in Management, Business and Leadership, Graduate Certificate Applied Business, Business Administration and Management, Graduate Diploma in Special Education and Teaching, and Diploma of Teaching, Education and Training. She also became a graduate of the Australian Institute of Company Directors in 2019.



Director Community and Planning

Phil Howard

Phil first started with Strathbogie Shire in 2006 and was appointed Director of Sustainable Development in November 2011. He later became Deputy CEO as part of his role.

Phil has worked in local government for over 20 years and has held roles in finance, human resources, corporate services, planning and economic development.

Before local government, Phil was an accountant for ANZ Bank. Phil is a full member of the Planning Institute of Australia (PIA) and past board member (VIC Division), and is also a member of Local Government Professionals, Victorian Planning & Environmental Law Association (VPELA), and member of the Goulburn Valley Regional Collaborative Alliance.

Phil has qualifications in Master of Arts (Community Development), Graduate Diploma Rural Regional Planning, Graduate Diploma in Management, Associate Diploma in Local Government, Diploma of Management, Graduate Alpine Valleys Leadership Program.



Director Corporate Operations

David Roff

David commenced with Strathbogie Shire in September 2016 and has over 40 years of experience in local government in NSW and Victoria. This experience has been in small rural councils, metropolitan Sydney, the Victorian growth corridor and a Victorian regional city.

Between 2007 and 2015, he was Chief Executive Officer of Mansfield Shire Council and prior to that spent six years as Director Business Services with Wodonga City Council.

David holds qualifications in local government



Executive Manager - People and Culture

Chris Dube

Chris commenced with the Strathbogie Shire in 2018 as the leader of Human Resources, having worked for a decade in high-volume manufacturing. Chris holds qualifications in Mentoring and Leadership, Human Resources, Business Management and Advanced Injury Management. Outside of work, Chris balances his football with golf and continues to volunteer for the Local Learning and Employment Networks.

Chris' main function is to leverage outcomes towards increased People and Culture.



Executive Manager - Communications and Engagement

Kristin Favaloro

Kristin commenced with the Strathbogie Shire in May 2020, having more than 20 years' experience in communications, engagement and journalism. Most recently, Kristin spent six years at Goulburn Murray Water leading the communications, media and engagement department. Prior to that, Kristin was the editor of the Shepparton News.

Having grown up in Shepparton and now

residing in Euroa with her young family, Kristin is a passionate contributor to the local community's success. She has been strongly involved in advocating for the region and has been a Director on the Board of The Work Group since 2013. Kristin is a champion of engagement practice and lives and works by a pretty simple ethos, which is 'people should be involved in the decisions that affect them'.



Executive Manager - Governance and Customer Service

Dawn Bray

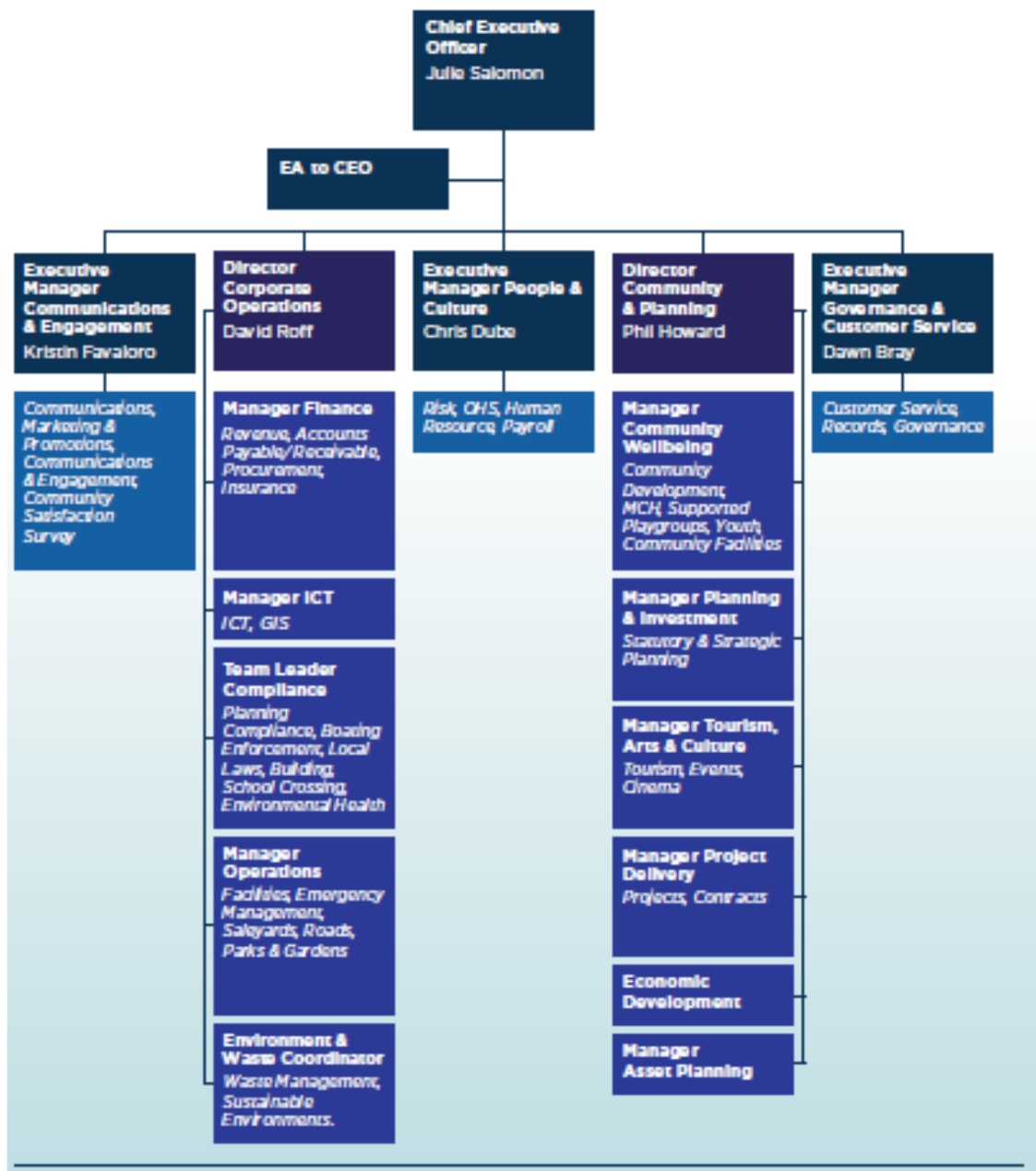
Dawn joined Strathbogie Shire in November 2018 on what was originally a six-month role as Manager of Governance. Dawn played such a vital role in reinvigorating corporate governance processes that she has remained, now as Executive Manager of Governance and Customer Service.

Dawn has over 25 years experience in local government with expertise in areas such as governance, planning, customer service, compliance, project management, leadership and corporate services. Her current focus is implementing the changes from the new Local Government Act 2020 and onboarding Councillors for the Shire.

Dawn wishes to continue to drive good governance throughout the organisation to ensure we are a model for best practice, transparency and integrity.

Our organisation

Strathbogie Shire's organisational structure comprises five divisions: Community and Planning, Corporate Operations, Governance and Customer Service, People and Culture and Communications and Engagement. Each division is led by a Director or Executive Manager who reports to the Chief Executive Officer (CEO). The CEO is directly accountable to the Mayor and Councillors, who are elected by Strathbogie shire residents.



Our staff

A summary of the number of full time equivalent (FTE) Council staff by organisational structure, employment type and gender are set out below as at 30 June 2020.

Employment Type Gender	Executive FTE	Corporate Operations	Community & Planning	People & Culture	Communications & Engagement	Governance & Customer Service	Total FTE
Permanent Full Time (F)	2	12	10	2	2	4	32
Permanent Full Time (M)		46	6	1			53
Permanent Part Time (F)		9	7	2	1	5	24
Permanent Part Time (M)		3	1				4
Casual (F)		12				1	13
Casual (M)		7	1				8
Total	2	89	25	5	3	10	134

A summary of the number of full time equivalent (FTE) Council staff categorised by employment classification and gender is set out below as at 30 June 2020.

Structure Classification	Band 1 FTE	Band 2 FTE	Band 3 FTE	Band 4 FTE	Band 5 FTE	Band 6 FTE	Band 7 FTE	Band 8 FTE	All other FTE	Total FTE
Permanent Full Time (F)			3	2	3	7	3	1	12	31
Permanent Full Time (M)			26	7	5	3	3		8	52
Permanent Part Time (F)		2		10	5	5	1		3	26
Permanent Part Time (M)		3				1				4
Casual (F)	5	6	1	1						13
Casual (M)	4	2		1					1	8
Total	9	13	30	21	13	16	7	1	24	134

People and culture

Equal Employment Opportunity Program

Strathbogie Shire's Equal Opportunity Program supports a work environment that is free from discrimination. The Shire has in place an organisational-wide policy framework which outlines the expected standards of behaviour based on requirements under the Equal Opportunity Act 2010. Equal opportunity principles are integral to employment practices, policies, procedures and day-to-day operations of the organisation.

Council takes proactive, reasonable and proportionate measures to eliminate any form of discrimination against persons or groups of persons with the protected attributes as prescribed under the relevant Equal Opportunity and Antidiscrimination Legislation. Council recognises employees on the basis of their abilities, qualifications and skills and is committed to achieving a positive culture in the area of equal opportunity.

Strathbogie Shire embraces diversity and supports social responsibility in a variety of ways, including:

- Cultural and Ceremonial Leave (up to 10 days unpaid leave per year)
- Leave with make-up pay for participation in Armed Forces Reserves
- Up to four days paid leave for service with Emergency Services per emergency, and 50 percent pay for periods five days or longer
- Jury Service reimbursement for attendance
- Option to request for Flexible Working Arrangements or Work from Home Arrangements
- Parental Leave Kit

Enterprise Bargaining Agreement

The 2019-2023 Enterprise Bargaining Agreement took effect from 20 January 2020 and was successfully negotiated with the Enterprise Bargaining Committee, comprising

management representatives, nominated workplace delegates (union and non-union) and union officials. The agreement spans a four-year period and included productivity improvements and reasonable wage increases consistent with CPI and the long-term financial plan of the Shire.

Professional development

To ensure a highly skilled and productive workforce, the Shire provides many avenues for professional development and personal growth. Opportunities to improve the capacity of the organisation and enhance skill levels are considered against identified strategic objectives and assessment of training needs, which are identified through individual performance and development plans.

Opportunities for flexible learning such as e-learning, facilitated workshops and mentoring are considered valuable and greatly benefit the individual staff member and Strathbogie Shire. Apprenticeships and traineeships schemes are effectively utilised within the Shire and provide an additional career pathway.

Study assistance is offered for employees undertaking relevant tertiary courses.

Free from Violence Project

Strathbogie Shire participated in the Free from Violence Project. The project focused on empowering our organisation to understand gender stereotypes that can unintentionally promote family violence and also empower our leaders to support employees who are dealing with family violence. All employees attended workshops regarding gender stereotypes and family violence.

A Staff Disclosure of Family Violence CEO Directive was created, and we also added additional clauses in our Enterprise Bargaining Agreement to further support employees who are dealing with family violence - employees can receive up to 20 days Family Violence leave per financial year.

Recognition of length of service

Strathbogie Shire values the important role its staff play in the success of the organisation. During 2019-2020 numerous staff service awards were presented in recognition of key service milestones. These included:

- One employee for 35 years
- Two employees for 30 years
- Three employees for 25 years
- Two employees for 15 years
- Three employees for 10 years
- Two employees for 5 years

Health and wellbeing

Strathbogie Shire is committed to ensuring the health, safety and wellbeing of all those associated with the Shire. This responsibility is achieved through allocating the necessary resources for practicable and identifiable health and safety purposes. The organisation views the health and safety of employees as a priority and employs measures to achieve compliance with relevant legislation and best practice workplace safety.

Strathbogie Shire offers many programs to support health and wellbeing including:

- **Providing Contact Officers** - A Contact Officer holds a volunteer position that provides staff with information relating to real or perceived issues of discrimination, harassment and bullying. The role of a Contact Officer does not remove responsibility from the designated officer in a grievance resolution procedure, or other prescribed processes.
- **Work Healthy Australia** - Work Healthy Australia specialises in the identification, treatment, and resolution of musculoskeletal injuries to any part of the body using a range of treatment modalities including soft tissue manipulation, joint and spinal manipulation, dry needling, wet needling and exercise rehabilitation. They attend onsite every Monday and employees can book appointments for workplace or non-workplace injuries.

• **Employee Assistance Program (EAP) counselling service**

- The Employee Assistance Program (EAP) is a free and confidential counselling service offered by employers to their employees to support their wellbeing in the workplace and in their personal lives. The service offers initial support and assistance to individuals and groups of employees who have personal and/or work-related issues that may impact on their well-being, work performance, safety, individual and workplace morale and psychological health.

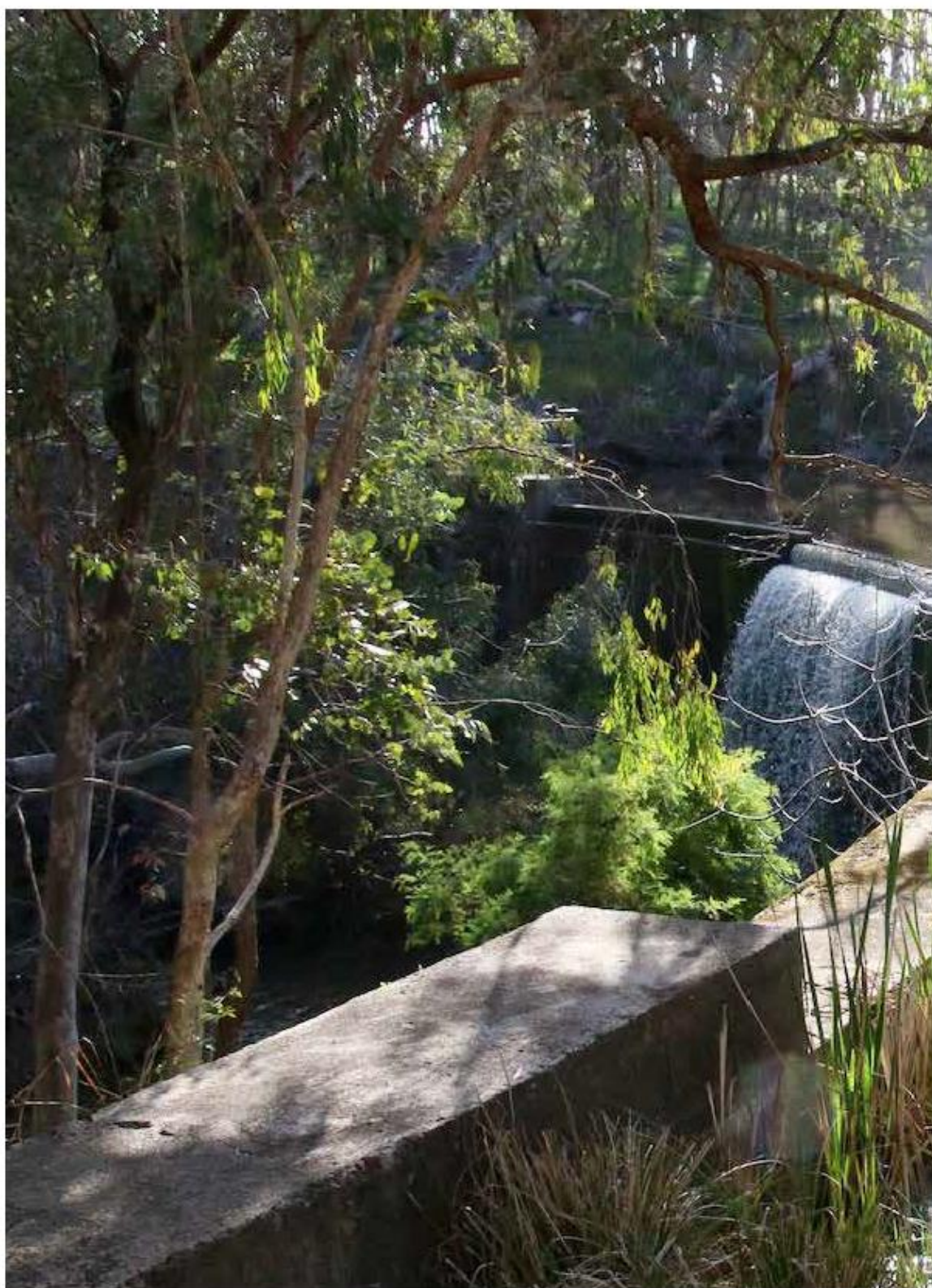
• **Local Government Health Insurance Plans**

- The Local Government Employees (LGE) Health Plan is an exclusive corporate health insurance arrangement for local government and water industry employees. It is an initiative of Victoria's peak local government body, the Municipal Association of Victoria (MAV) in conjunction with specialist health cover adviser, Choosewell Corporate.

- The Shire annually offers all employees free flu vaccinations. This is a non-compulsory service.

Volunteers

Strathbogie Shire engages over 80 volunteers to assist in the running of the Euroa Community Cinema and the Visitor Information Centres in both Euroa and Nagambie. We recognise the importance of our volunteers in keeping these services running within our community and host annual volunteer appreciation events to celebrate their huge support.





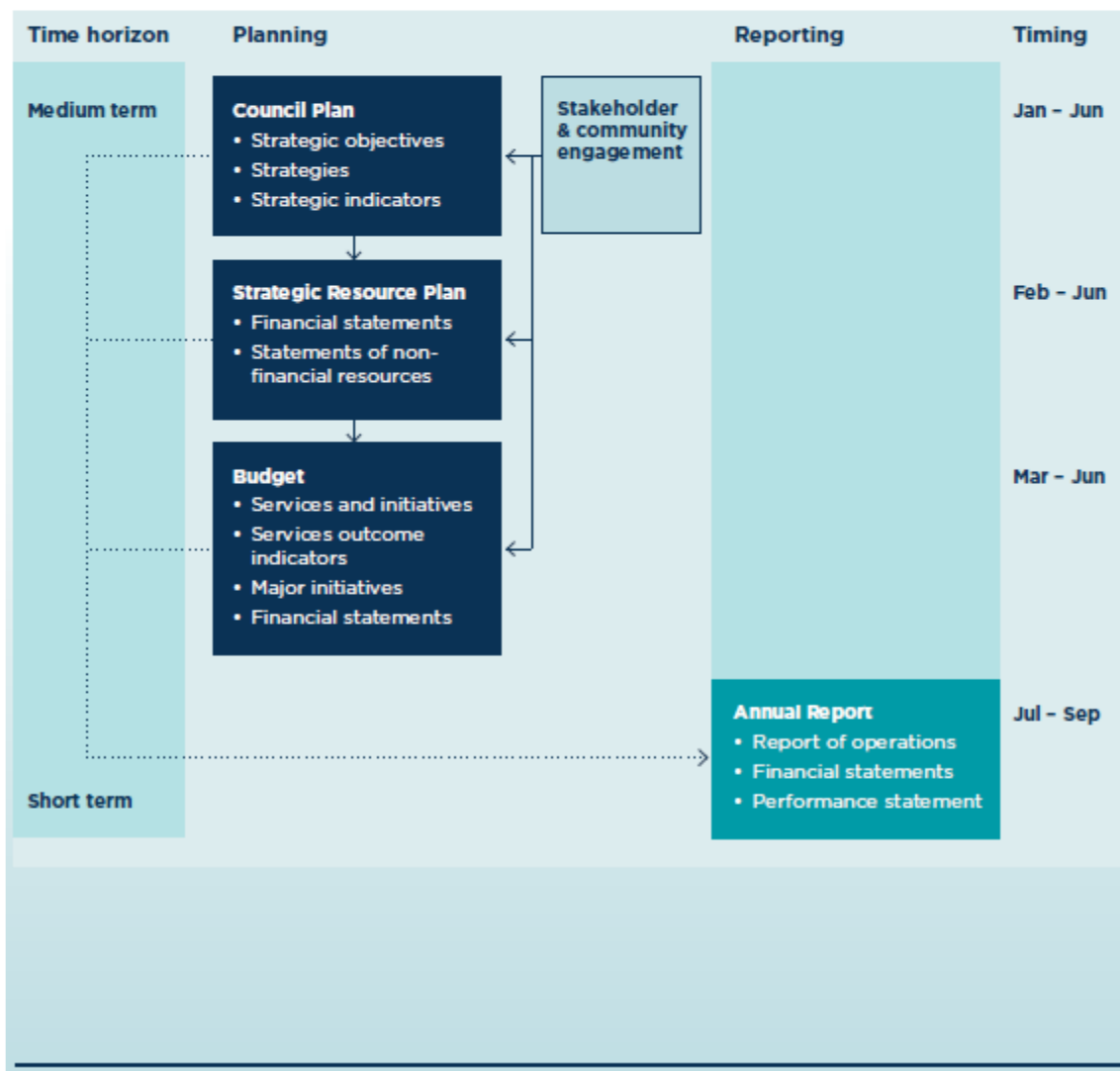
Planning and Accountability Framework

The Planning and Accountability Framework is found in part six of the Local Government Act 1989 (The Act). The Act requires councils to prepare the following planning and reporting documents:

- A Council Plan within the six months after each general election or by 30 June, whichever is later.
- A Strategic Resource Plan for a period of at least four years and include this in the Council Plan.

- A budget for each financial year.
- An Annual Report in respect of each financial year.

The following diagram shows the relationships between the key planning and reporting documents that make up the planning and accountability framework for local government. It also shows that there are opportunities for community and stakeholder input and feedback at each stage of the planning and reporting cycle.



Council Plan

The Council Plan 2017 – 2021 includes strategic goals, strategies for achieving these for the four-year period, strategic indicators for monitoring achievement of the strategic objectives and a Strategic Resource Plan.

The following are the five strategic goals as detailed in the Council Plan:

1. To enhance community health and wellbeing

Council continues to provide significant support for the community's wellbeing through provision of libraries, maternal and child health, animal management, environmental health, emergency and youth services, as well as maintenance of parks and reserves.

2. To sustainably manage our natural and built environment

This area provides resourcing in the areas of sustainability and waste management and initiatives related to land care, waste minimisation, climate change and enhancement of natural assets.

3. To provide quality infrastructure

Maintenance of a significant network of roads and bridges is a critical function of the Shire, as is reviewing the assets the Shire holds to ensure they remain relevant to service needs. Buildings and swimming pools are also important to the community.

4. To support and drive economic development

This is an important part of the Shire's operations as it seeks to stimulate and maintain economic development throughout the Shire. This encompasses areas such as digital economy, investment, attraction, land use, planning and tourism.

5. To be a high-performing Shire

This includes the areas of Council and governance, customer service, financial management and advocacy.

Performance

The Shire's performance for the 2019 – 2020 year has been reported against each strategic objective to demonstrate how the Shire is performing in achieving the 2017 – 2021 Council Plan.

Performance has been measured as follows:

- Results achieved in relation to the strategic indicators in the Council Plan
- Progress in relation to the major initiatives identified in the budget
- Services funded in the budget and the persons or sections of the community who are provided those services
- Results against the prescribed service performance indicators and measures

Strategic objective one: To enhance community health and wellbeing

Strategic Indicators

The following statement reviews the performance of the Shire against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan.

Plan for improved community health, wellbeing and liveability

Strategic Indicator / Measure	Results	Comments
Work with the Strathbogie Health and Community Services Consortium to deliver relevant projects	20%	Euroa Health providers meetings are held regularly to collaborate on COVID-19 response to pandemic. Council continues discussions with Nagambie Health regarding a potential joint venture to improve facilities and services in Nagambie.
Work with Euroa Health in the development of a Wellness Centre	25%	Grant funding has been extended for feasibility study into alternate sites, costs and potential funding sources – project to recommence November 2020.
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	75%	Implemented a stronger focus on supporting families during COVID-19 through the Maternal and Child Health program due to the potential increased social isolation and the financial impacts on families during this time. Maternal and Child Health Nurses continue to implement additional visits to support families who have disclosed family violence or those who the nurses have clinically assessed as possibly experiencing family violence.
Complete the expansion of the Avenel Pre-School and Maternal and Child Health project	100%	Project completed.
Continue to review and implement priorities from the Walking Tracks and Trails Strategy and the Footpath Strategy (including but not limited to the Apex Walking Track Euroa)	75%	The Tracks and Trails Advisory Group has reconvened under the new structure and is making progress with the 11 priority tracks and trails as originally identified. It is expected that six of these will be nearing completion by the beginning of 2020. As of January 2020, 10 of the 13 priority tracks and trails have 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. Funding was secured from Federal Government under the Drought-Grants to make repairs to some of the priority tracks and trails as identified. Expressions of Interest for works to be carried out closed on the 17 April 2020 and works will be carried out once awarded. Redeveloped maps are completed and being reviewed for printing for 10 of the priority tracks and trails identified. Capital works are still underway on some of the tracks identified as priorities. A lot of media coverage has been given for the tracks and trails that have been mapped and information for these is found on our website at www.strathbogie.vic.gov.au/tourism/tourism/tracksandtrails

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<p>Implement the 2017-2021 Liveability Plan 12 month Action Plans</p>	<p>70%</p>	<p>The five priority areas that currently guide our health and wellbeing actions are:</p> <ul style="list-style-type: none"> • Stronger together • Respectful relationships • Healthy lifestyle • Rural environment • Health systems <p>Year two Annual Action Plan has been reviewed.</p> <p>Plans are underway to develop next 12-month Action Plan for year three.</p> <p>Attended the DEWLP “Tackling Climate Change in Municipal Public Health and Wellbeing Planning” forum – discussions on climate change and its impact on health and wellbeing. Climate Change is a new priority in the next planning cycle.</p> <p>All preschool services are delivering funded 3yr old kindergarten programs. Council has received Kindergarten Infrastructure Service Planning (KISP) funds to undertake planning for future requirements of the early years sector in coming years.</p>
<p>Improve recreation spaces within the Shire using the Play and Recreation Framework as a reference document</p>	<p>35%</p>	<p>Framework endorsed by Council on 15 October, 2019. Engagement conducted in Nagambie and funding application submitted on 19 December, 2019. Work commenced on consultation for Violet Town. Further work to occur on prioritising balance of Shire in 2020.</p>
<p>Work with the community to implement provision of dogs off leash areas</p>	<p>60%</p>	<p>Negotiations continue with the Euroa Agricultural Society Inc regarding locating the Dogs Off Leash area adjacent to the Euroa Showgrounds</p>
<p>Promote responsible pet ownership through the implementation of Council's Domestic Animal Management Plan 2017-2021</p>	<p>75%</p>	<p>Implementation of the Domestic Animal Management Plan is ongoing throughout the year.</p>
<p>Review Council's Community and Meeting Procedure Local Law - to reflect contemporary issues</p>	<p>20%</p>	<p>Funding in 2019-2020 Budget for review. Council endorsed process at December 2019 meeting including make-up of Working Group.</p>
<p>In conjunction with Nagambie Health progress Nagambie Healthy Ageing Hub concept and seek funding for delivery</p>	<p>15%</p>	<p>Nagambie Health is providing an allied health service provision on site. Council briefed on project 8 October, 2019. Discussions occurring with Nagambie Health Council and Senior Citizens for further development of the site.</p>

Engage and participate with the community on Council / Community initiatives

Strategic Indicator / Measure	Results	Comments
Continue to support local community planning processes across the Shire	80%	<p>2019 - 2020 Community Planning program Acquittals are being submitted.</p> <p>Some projects and initiatives have been impacted by COVID-19 and some groups have requested extensions for acquittals.</p> <p>Provision of support continues to be provided as required/requested to all groups.</p>
Seek to implement priority projects from Community Action Group Plans	65%	<p>All Community Planning Reference Groups have completed their Community Action Plans and these are all available on the website.</p> <p>2019-2020 Allocations have been distributed to the Community Planning Reference Groups.</p> <p>Groups are implementing projects aligned with their plans. Some impact to projects has become evident due to COVID-19 but liaising with groups to determine this.</p> <p>2020-2021 Community Planning Program to be discussed and direction moving forward post COVID-19 - in the October 2020 Council meeting cycle.</p>
Progress Youth Hub for Nagambie	90%	<p>Awaiting modem installation for WiFi capabilities.</p> <p>Fully accessible toilet pod has been installed and is essential to the delivery of the program in this location.</p> <p>Consideration for the addition of a double garage to be built on site to store youth trailer and a vehicle, as well as acting as a covered live performance area for events and projects.</p> <p>Youth activities are being delivered online due to COVID-19.</p> <p>Application with the Victorian Government for the development of the surrounding area of the Nagambie Youth Hub - announcement anticipated end of July 2020.</p>

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

Strategic Indicator / Measure	Results	Comments
Work with registered Indigenous representative groups to support settlement agreements	20%	Collaboration with Taungurung Land and Waters Council occurred via the Working for Victoria State Government Initiative, in addition to consultation for the planned 2020 Rural Councils Victoria Summit, which has been delayed due to COVID-19 restrictions.
Work with State Government to seek funding from Transport for Victoria for audit of transport services within the Shire	100%	Further investigation required to understand funding options for our Shire.
Recognise and profile the importance of volunteers in our local community	100%	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. Further recognition opportunities are also being investigated for other volunteers (i.e. Euroa Cinema). During COVID-19 lockdown, we have been engaging with our 83 volunteers through the Visitor Information Centres and the Euroa Cinema via newsletter, email and phone calls.
Investigate provision of emergency power at relief centres within the Shire	30%	Investigations continue to identify funding for backup power for identified relief centres.
Continue consultation with fire brigade captains to explore Fire Management Planning and CFA Best Practice	50%	Consultations are progressing.
Implement revised Community Grants program	100%	<p>2019 – 2020 Community Grants Program</p> <p>Arts and Culture – five projects Environment & Sustainability – one project Facilities and Infrastructure – 14 projects</p> <p>Acquittals are being submitted now and most projects have been completed. Those impacted by COVID-19 have had extensions approved.</p> <p>2019 – 2020 Senior Citizens Grants</p> <p>Senior Citizens annual grant allocations have been processed. Acquittals currently being received.</p> <p>2019 – 2020 Seniors Festival Funding</p> <p>Two out of five 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>

Support and drive community, arts and cultural events

Strategic Indicator / Measure	Results	Comments
Develop and implement equitable Shire-wide youth programs that focus on cultural activities, training and development, pathways to employment and civic participation	80%	<p>Youth Program commenced at the beginning of the year with a number of projects and events planned.</p> <p>With the impact of COVID-19, the youth program had to diversify and transition to an online platform delivery.</p> <p>Weekly online activities included:</p> <ul style="list-style-type: none"> • Ukes2U - weekly sessions learning to play the ukulele • Don't cut your finger off' - weekly cooking sessions • Virtual Grooves - weekly online dance sessions <p>Youth programs across Councils in the North East continue meeting remotely to promote more opportunities to young people in the wider region during COVID-19 under the banner of '45 degrees north'.</p> <p>The first of these was a Live Stream Jam - many local young bands from across the North East all delivering a live stream setoff music from their homes, this included our young local band; Splinter Kiss'</p>
Complete and prioritise actions from Arts and Culture Strategy including artwork on Nagambie Water Tower	80%	<p>The 2019-2023 Arts and Culture strategy and associated 12 Month Action Plan have been completed and were adopted at the Ordinary Council Meeting 17 December, 2019. The Shire is 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 by 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 insufficient.</p> <p>The 12 Month Action Plan has been prioritised. However, a halt has occurred on planned activities during COVID-19.</p> <p>We are investigating the opportunity to employ an officer as part of the Working for Victoria initiative to assist with projects and initiatives in both the Arts and Culture Action Plan and as a result of feedback from the community that have resulted from the COVID-19 situation</p>

Major Initiatives

Complete the expansion of the Avenel Pre School and Maternal and Child Health Centre

The new-and-improved Avenel Pre School was opened in October 2019. The \$566,000 upgrade included extensions to the buildings, reconfiguration of the entrance, a new reception area, a consultation room and a meeting room. It also included the provision of a second playroom, all-abilities toilet and a new kitchen.

A dedicated maternal and child health room was also part of the upgrade, allowing for a maternal and child health nurse to be stationed at the new facility on a part-time basis.

Promote responsible pet ownership through the implementation of Council's Domestic Animal Management Plan 2017 - 2021

Council is continuing to implement the Domestic Animal Management Plan. While this has been constrained due to COVID-19 in the last quarter of the year, our rangers continue to promote responsible pet ownership and follow up unregistered animals throughout the Shire.

Review Council's Community and Meeting Procedure Local Laws

The review of Council's Community Local Law commenced with an internal review of the community local law as well as a review of complaints received and how the Shire's requirements are consistent/inconsistent with those of our neighbouring municipalities.

Other initiatives

Progress Youth Hub for Nagambie

2019-2020 has seen the redevelopment of the old Nagambie Croquet Club at 26 Filson Street, which is now the site of the Nagambie Youth Hub. Works included a full internal fit-out including upgraded lighting, a new kitchen, a small workspace and an open-plan lounge with large flat screen television, table tennis table and free Wi-Fi. An external free-standing accessible bathroom was also installed on the site. Strathbogie Shire's youth development officer, Andy Bell, says; "We can't wait to run our programs out of our new Youth Hub in Nagambie, as well as in Euroa, once COVID-19 restrictions are eased".

A funding application was submitted for an outdoor activity space on the site.

Continue consultation with fire brigade captains to explore Fire Management Planning and CFA Best Practice

As part of its membership, the Municipal Fire Management Planning Committee (MFMPC) incorporates all three CFA group officers within the Strathbogie Shire as well as CFA representatives from District 22.

The MFMPC meets quarterly and the schedule for roadside spraying has been reviewed by the MFMPC with some additional roads added to the program.

It also has been acknowledged the program will need to commence earlier in the 2020-2021 year and officers of the Council have prepared a revised contract specification to reflect the committee's requirements.

The MFMPC membership has been expanded to include an experienced local CFA captain to further support the committee's objectives.

Strathbogie Shire Council Annual Report 2019-2020**42****Services**

The following table provides information in relation to the services funded in the 2019-2020 and the persons or sections of the community who are provided the service.

Service area	Description of services provided	Expenditure (Revenue) Net cost \$'000
Environmental Health	This service protects the community's health and wellbeing by coordinating food safety support programs, Tobacco Act activities, immunisation programs and public health promotions. The service also works to rectify any public health concerns relating to unreasonable noise emissions, housing standards and pest controls.	21 <u>197</u> (176)
Animal Management and Local Laws	This service provides for the management of domestic animals (mostly dogs and cats) through registration, education and enforcement where necessary. It is also concerned with issues that arise out of the application of Council's Community Local Laws.	260 <u>136</u> 124
Libraries and Arts	This service provides public library services at three locations and a community cinema in Euroa. It provides a customer-focused service that caters for the cultural, educational and recreational needs of residents and provides a focal point for the community where they can meet, relax and enjoy the facilities and services offered.	288 <u>64</u> 224
Community Grants and Recreational Planning	The Community Grants Program is one way that Council supports the community to directly contribute to the Council vision of a Shire that drives and supports investment for population growth, shared wealth and wellbeing. The goals of the grants program are to: <ul style="list-style-type: none"> • promote self-help within communities • build skills and strengths in the community • encourage members of the community to participate in community building activities • support positive relationships between the community and Council • support the community to contribute to the Council vision. 	292 <u>3</u> 289
Maternal and Child Health	This service provides family-oriented, visiting and centre-based maternal and child health services.	224 <u>220</u> 4
Youth Services	This service provides youth facilities and a range of recreation and education-based youth activities. Programs include FReeZA, National Youth Week and L2P driving experience program.	301 <u>90</u> 211
Street Lighting	This service enhances public safety and community access by providing street lighting in urban areas.	140 - 140
Parks and Reserves	This service is responsible for the management, maintenance and safety of parks and gardens, sporting grounds and playground facilities.	1607 - 1607
Boating Operations and Safety	Council is the boating authority for Nagambie Lakes. This service area provides patrol services, maintenance of boating infrastructure and support for on-water recreational activities.	94 <u>12</u> 82

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Community Development	This program oversees activities in the areas of access and inclusion, committee of management support, community planning and other activities designed to strengthen communities.	236 <u>68</u> 168
Emergency Services	This service includes financial assistance for the SES, fire prevention activities and flood risk planning and mitigation.	141 <u>106</u> 35
School Crossing Supervisor	This program provides supervision of school crossings in Euroa and Nagambie before and after school hours.	- <u>25</u> 25



Basketball half court, Euroa - funded by Community Grants

Strathbogie Shire Council Annual Report 2019–2020**44****Service performance indicators**

The following table provides the results of the prescribed service performance indicators and measures, including explanation of material variations.

Service/Indicator/Measure	Results				Notes
	2017	2018	2019	2020	
Animal Management					
Timeliness <i>Time taken to action animal management requests</i> [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	1.26	1.19	4.40	1.90	<i>An increase from 1 to 4 days in 2019 for data collection made it difficult to maintain a faster response time.</i>
Service Standard <i>Animals reclaimed</i> [Number of animals reclaimed / Number of animals collected] x 100	17.44%	24.55%	14.23%	23.95%	
Service Cost <i>Cost of animal management service</i> [Direct cost of the animal management service / Number of registered animals]	\$13.92	\$13.29	\$12.74	\$14.57	<i>2 months of contractor payment not accrued 18/19 paid in 19/20</i>
Health and Safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	New in 2020	New in 2020	New in 2020	0	
Food Safety					
Timeliness <i>Time taken to action food complaints</i> [Number of days between receipt of first response action for all food complaints / Number of food complaints]	1.67	1.20	3.20	1.00	
Service Standard <i>Food safety assessments</i> [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x 100	102.27%	100%	84.78%	98.96%	
Service Cost <i>Cost of food safety service</i> [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the <i>Food Act 1984</i>]	\$599.95	\$585.23	\$750.45	\$587.30	<i>Service now provided in house, reduced cost and more refined allocation of administration support costs.</i>

Strathbogie Shire Council Annual Report 2019-2020**45**

Health and Safety <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x 100	0%	0%	100%	86.67%	13 out of 15 followed up.
Libraries and Arts					
Utilisation <i>Library collection usage</i> [Number of library collection items loans / Number of library collection items]	2.20	2.27	2.38	1.87	Reduced due to COVID-19 library closures.
Resource Standard <i>Standard of library collection</i> [Number of library collection items purchased in the last 5 years/ Number of library collection items] x 100	46.79%	49.45%	50.73%	52.53%	
Service Cost <i>Cost of library service</i> [Direct cost of the library service / Number of visits]	\$13.85	\$17.82	\$18.65	\$18.36	
Participation <i>Active library members</i> [Number of active library members / Municipal population] x 100%	23.11%	22.30%	23.32%	24.17%	
Maternal and Child Health					
Participation <i>Participation in the MCH service</i> [Number of children who attended the MCH service at least once in the year/ Number of children enrolled in the service/100]	83.87%	77.87%	73.96%	73.94%	COVID-19 restrictions including social distancing and isolation may have delayed and lowered participation from some residents.
Service Standard <i>Infant enrolments in the MCH service</i> [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x 100	100%	100%	101.11%	100%	
Service Cost <i>Cost of the MCH service</i> [Cost of the MCH service / Hours worked by MCH nurse]	\$76.32	\$80.40	\$79.23	\$81.76	
Participation <i>Participation in MCH service</i> [Number of children who attend the MCH service at least once (in a year) / Number of children enrolled in the MCH service] x 100	83.87%	77.87%	73.96%	73.94%	
Participation <i>Participation in MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100	100%	92.31%	87.50%	87.18%	It is believed that due to a low indigenous population in the region, participation with MCH services may be affected by the age of the child who no longer require this service.





1. The Official Avenel Preschool and MCH Upgrade Opening was attended by the Hon. Jaclyn Symes MP, Member for Northern Victoria, Councillors, educators, children and the community in October 2019. *Photographed by Katherine Crosbie.*

2. Council continues to consult with fire brigade captains, CFA Officers and Group Officers of the Municipal Fire Management Planning Committee

(MFMP) for programs including roadside spraying and Fire Management Planning. *Photographed by Sarah Frank Photography.*

3. Facilities are now available for use at 'Glass Square' the Nagambie Youth Hub as part of the redevelopment and refurbishment works of Council buildings on Filson Street in Nagambie. *Photographed by Andy Bell.*

Strategic objective two: To sustainably manage our natural and built environment

Strategic Indicators

The following statement reviews the performance of Strathbogrie Shire against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

To promote and support sustainable environmental initiatives

Strategic Indicator / Measure	Results	Comments
Continue to support Landcare groups and Catchment Management networks to target weed and pest animal management on roadsides	85%	Victorian Government funding received and distributed among local Landcare groups to target weeds and pests on Shire roadsides. 2019-2020 grant to be acquitted by 31 July 2020 and is on track to be fully acquitted by this date. Also worked on a joint project with Ag Vic in April 2020 to target rabbits in the Strathbogrie Tablelands.
Pursue 'zero waste' events across the Shire through use of Shire Event Policy and Approvals process	50%	A draft Waste Wise Events guide has been developed and is in final design stages. Once this has been finalised and all comments included, it will be presented to Assembly of Councillors for comment and final approval. Waste staff have worked closely with the Events Team to ensure this guide fits into the approvals process.
Support sustainable energy initiatives in the Strathbogrie Shire in conjunction with the Sustainable Development Reference Group	50%	This initiative is included in the SS2030 Strategy as an ongoing action. Council is involved with the ongoing Local Government Renewable Power Purchase Agreement with 41 other Victorian councils to purchase Council energy from renewable sources. Council has installed solar panels on most of its high energy use facilities. 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.
Support a community clean-up targeting Lake Nagambie and surrounds	80%	A clean-up was undertaken in partnership with Goulburn Murray Water on Sunday 1 March, 2020. Residents and visitors collected 15 bags of rubbish around Lake Nagambie on the day. Further opportunities for partnering with GMW to minimise waste in Lake Nagambie are being explored.
As part of Municipal Strategic Statement and Planning Scheme review, explore opportunities for native vegetation protection overlays on roadsides	100%	Investigations for the best way to manage and protect native vegetation on roadsides were 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 the Shire, 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.
Continue to support the Goulburn Broken Greenhouse Alliance	100%	Support for Goulburn Broken Greenhouse Alliance continues with membership renewed.

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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	50%	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 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.
Implement the recommendations of the Shire's Domestic Wastewater Management Plan, including working with Goulburn Valley Water to explore small town sewer schemes	10%	Project commencing

Mitigate and adapt to a changing climate

Strategic Indicator / Measure	Results	Comments
Develop a Council Policy on Climate Change	50%	Following the adoption of Sustainable Strathbogie 2030, organisational policies on climate change, energy efficiency and procurement are now progressing for council review.
Implement initiatives contained within the Sustainable Strathbogie 2030 Plan	25%	No budget was allocated to Sustainable Strathbogie 2030 for the 2019-2020 financial year
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	0%	The Violet Town Flood Mitigation/Drainage meeting was held on Wednesday 9th May 2018, at the Violet Town Football/Netball Clubrooms. Council reviewed a Levee Scheme to reduce the properties flooded however Council suspended work due to risks arising from the Water Act liability framework. Instead, Council committed funding to the following impacted sites from the December 2016 flash flooding within the 2018/19 Budget: - <ul style="list-style-type: none"> • High Street • Marys Lane and Lily Street • Primrose Street
Include urban forestry into urban design frameworks to increase the shaded environment of our townships and implement pilot program	50%	Pilot program completed in Euroa and future street tree programs rolling out. Captured within the Euroa Township document and Nagambie Growth Management Plan.
Develop a program to assist rural landholders in land management - strategies for climate change, planning controls, vegetation management	10%	Programs being developed for implementation. Properties that have a Trust for Nature Covenant are able to access a rebate in the rating year of 2019-2020. This will be investigated by officers, now that it is complete, and a report to Council for the expansion of the program and to encourage more properties to undertake a Covenant on their property.

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Protect and enhance our natural environmental assets

Strategic Indicator / Measure	Results	Comments
Implement tree management guidelines	40%	Draft guidelines have been written and will be presented to Council at a later date.
Investigate controls to preserve landscapes as part of planning scheme review	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.
Continue to assist new landowners in land management through New Residents booklet, website and other means	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.

Protect and enhance our built environment

Strategic Indicator / Measure	Results	Comments
Implement priority actions from the Stormwater Management Plan	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, internal consultation in progress.
Identify priority areas for additional street lighting and opportunities to implement additional street lighting	55%	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.

Provide efficient and effective waste management programs

Strategic Indicator / Measure	Results	Comments
Implement the Waste Management Strategy	75%	Implementation of the Waste Management Strategy continues and is ongoing. This also has been supported by the adoption by Council of the Southern Goulburn Valley Waste and Resource Education Strategy 2019–2021.
Work with Goulburn-Murray Water to review and implement improved waste collection techniques on our waterways	50%	Discussions regarding options continue with Goulburn-Murray Water.

Major Initiatives

Implement the recommendations of Council's Domestic Wastewater Management Plan, including working with Goulburn Murray Water to explore small town sewer schemes.

Officers have reviewed documentation and contacted authorities in relation to moving this forward. As part of the replacement of existing wastewater service at Euroa Tennis Club, sewer extension has been investigated which will be of significant benefit to the northern side of Euroa, where sections are unsewered.

Implement initiatives contained within the Sustainable Strathbogie 2030 Plan.

Council has worked to reduce its impact on the environment. This includes internal projects funded through the State Government's Local Government Energy Saver program to install energy-efficient lighting and heat pump hot water systems in Council's main office. We have also installed solar systems on the Euroa Depot and Euroa Library.

Our residents continue to maintain their high diversion from landfill and low contamination in our green and recycling bins. We have one of the highest diversions in the state.

Other initiatives

Implement the Waste Management Strategy

Staff continue to implement the Waste Management Strategy and have undertaken actions such as reviewing and adopting the updated Kerbside Collections Policy, promoting the e-waste ban and implementing the Southern Goulburn Valley Regional Waste Education Strategy.

Implement the Tree Management guidelines

Implementation of guidelines is anticipated at a later date. Tree management plan is in draft form, and is yet to be adopted by Council.

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The following statement provides information in relation to the services funded in the 2019-2020 budget and the persons or sections of the community who are provided that service

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$
Sustainable Management	Strathbogie Shire is committed to responsible and sustainable management of our natural resources. Programs and this service area include pests and weeds program, implementation of the Shire's environmental strategy and Carbon Footprint Assessment program.	271 <u>130</u> 141
Waste Management	This service includes kerbside garbage and recycling collections, transfer station operations and waste management of public areas.	2,595 <u>2,644</u> (49)

Service performance indicators

The following table provides the results of the prescribed service performance indicators and measures including explanation of material variations.

Service / Indicator / Measure	Results				Notes
	2017	2018	2019	2020	
Waste Collection					
Satisfaction <i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x 100	32.86	73.73	44.82	73.83	<i>Changes in the kerbside collection route mapping has resulted in service efficiency and less missed collections.</i>
Service Standard <i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x 10,000	2.39	2.77	2.71	2.82	
Service Costs <i>Costs of kerbside garbage bin collection service</i> [Direct cost of the kerbside garbage bin service / Number of kerbside garbage bins]	\$93.81	\$92.85	\$96.09	\$100.64	
Service Cost <i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$87.54	\$87.68	\$111.85	\$120.88	<i>The service cost for kerbside recyclables has increased due to industry and supply chain funding changes with the collection contractor.</i>
Waste Diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside] x 100	70.30%	69.75%	69.41%	70.27%	



Sculpture at Euroa Arboretum





1. The Energy Saver Program delivered in partnership with Sustainability Victoria is one of Council's Sustainable Strathbogie 2030 initiatives implemented to drive electricity usage and costs down in over forty buildings across the Shire. The Hon. Lily D'Ambrosio, MP visited the Nagambie Lakes Regatta Centre to see this project delivery.

2. Strathbogie Shire Council and residents are extremely proud of the consistent and successful diversion rates of green waste organics from the kerbside garbage collection as part of the

Waste Management Strategy and Sustainable Strathbogie 2030 Strategy.

Photographed by Clare Allen.

3. The construction of the pedestrian bridge linking the Euroa Memorial Oval and Friendlies Reserve is a welcome new asset to provide a secure creek crossing to access the surrounding recreational facilities.

Photographed by Strathbogie Shire Council.

Strategic objective three: To provide quality infrastructure

Strategic Indicators

The following statement reviews the performance of the Shire against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

Provide best-practice management of all assets including roads, bridges and facilities

Strategic Indicator / Measure	Results	Comments
Investigate and implement asset rationalisation	30%	Investigation and implementation of asset rationalisation continues and is ongoing. New Asset disposal policy developed.
Investigate options in consultation with the community for foot-paths, kerb and channelling and parking at Queen, Belmont and the east end of Bank Street, Avenel	70%	Community consultation on the concept design has been completed, taking into consideration a number of prospective new developments within the area (residential / commercial) that will have a direct affect to the intersections along Bank Street and the feedback collated has been incorporated within the detailed design. The design has been provisionally approved by Rural Roads Victoria, subject to further detailed discussions with the rail authorities. In the interim, Council shall be undertaking drainage improvement works within the 2020/21 financial year and undertake further road, intersection and footpath improvement works in unison with further developments within the area.
Target major capital works projects to seek government funding to reduce the Shire's costs	50%	Officers continue to apply for grant funding to supplement costs of capital projects. Funding secured to date includes: <ul style="list-style-type: none"> • Drought Community Extension Round once \$1,000,000.00 (extended to 31 December, 2020) • Inland Rail Interface Improvement Program Mangalore Business Case submission Figure undisclosed (approx. \$1.5 million) • Working for Victoria Program \$2.2 million • Sports Recreation Victoria- Local Sporting Infrastructure Grants- Nagambie Active Hub \$250,000. This project is currently out for tender. • Drought Community Extension Funding Round 2 \$1,000,000 Grant applications that were unsuccessful include <ul style="list-style-type: none"> • Sports Recreation Victoria - Community Sports Infrastructure Stimulus Program - Lake Nagambie Infrastructure Development Program - applied for \$9,959,889 for this project (total project cost \$10,959,559) • Department of Justice - Community Safety Infrastructure Grants - funding to implement CCTV cameras to the Euroa Sale Yards and metal art 'story' panels to the foot bridge over the Seven's Creek which will provide enhanced safety by acting as a barrier to falling through the railing hap, which will also include collaboration from the Taungurung and community.

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Undertake condition assessment of public toilets and develop a strategy for future development	0%	Strategy to be developed in 2020.
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Provide passive and active recreational facilities

Strategic Indicator / Measure	Results	Comments
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.	50%	Review of Rockies bridge project and scoping has commenced and Hughes Creek bridge preparation work to be finalised in 2020-2021.
Construct pedestrian bridge linking Memorial Oval Euroa and Friendlies Reserve	100%	Complete.
Continue to investigate funding opportunities for female change facilities at Euroa Memorial Oval	0%	New Facilities and Recreation Officer appointed and this will be part of their brief for 2020-2021.
Prioritise and implement the outcomes of the Community Pools Strategy	10%	Budget provision allocated. New Facilities and Recreation Officer appointed and this will be part of their brief for 2020-2021. Funding provided in 20/21 to scope a splash park in Nagambie with delivery in 2021/22.
In partnership with the community, support the priorities of the Nagambie Recreation Reserve Master Plan	30%	New Facilities and Recreation Officer appointed and this will be part of their brief for 2020-2021.
Review Recreational Facilities for female friendly and all-abilities access	0%	New Facilities and Recreation Officer appointed and this will be part of their brief for 2020-2021.
Work with Friendlies Reserve Committee for Management to identify future funding models for upgrades	100%	Friendlies Oval Upgrade Completed.
Review Violet Town Recreation Reserve Master Plan	0%	New Facilities and Recreation Officer appointed and this will be part of their brief for 2020-2021.
Seek Stage 2 funding for Stage 2 boardwalk Seven Creeks Park	100%	Project completed including Stage 2.

Major Initiatives

Target major capital works projects to seek funding to reduce Council's costs

Council is reviewing all of the relevant accessible Grant Funding opportunities to determine suitability towards current and future projects. Council has also set aside funding to match any required joint funding requirements.

Prioritise and implement the outcomes of the Community Pools Strategy

The Community Pools Strategy Report has been considered by Council and finalised. All recommended outcomes have been listed for the consideration of projects within Council's Long-Term Financial Plan.

Other initiatives

Undertake condition assessment of the Shire's public toilets and develop a strategy for progressive improvement

A condition assessment of the Shire's public toilets was undertaken during February 2020. Improvements to existing public toilets have been prioritised based on the condition assessments and maintenance identified within the report.

Renewal works for this financial year have been identified, a new list will be prepared after the adoption of the 2020-2021 Capital Works budget.

The strategy for progressive improvement will start with the development of Service Plans, details important information including roles and responsibilities, levels of service, key performance indicators, financial projections and future actions.

Based on the initial Service Plans, Council will engage with the community in regard to current service delivery to determine community expectations and values, from which the balance of affordability and accessibility of services to the community shall be identified.

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

External funding source (grant application) has been captured and Council has allocated funding within both the 2019-2020 and 2020-2021 capital works budgets.

Project Delivery

Completed works

- Nagambie Recreation Reserve irrigation

Works to be carried forward

- Nagambie Recreation Reserve - Netball Court design and construct 2020-2021
- Nagambie Recreation Reserve - Car Park design and construct 2021-2022

Services

The following table provides information in relation to the services funding in the 2019-2020 budget and the persons or sections of the community who are provided that service.

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$
Municipal buildings	This service area is responsible for the maintenance of Shire-owned and controlled buildings.	482 <u>479</u> 3
Swimming pools and beaches	The Shire operates outdoor pools in Euroa, Nagambie, Violet Town and Avenel.	33 <u>20</u> 343
Roads and bridge maintenance operations	This service area is responsible for the maintenance of the Shire's roads and bridges network.	6,723 <u>5,272</u> 1,451

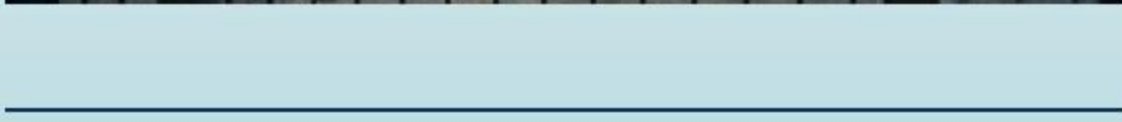
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Service Performance Indicators

The following table provides the results of the prescribed service performance indicators and measures, including explanation of material variations.

Service / Indicator / Measure	Results				Notes
	2017	2018	2019	2020	
Aquatic Facilities					
Service Standards <i>Health inspections of aquatic facilities</i> [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	1	0	1	0	
Service Cost <i>Cost of outdoor aquatic facilities</i> [Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities]	New in 2020	New in 2020	New in 2020	\$29.21	
Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to pool facilities / Municipal population]	3.75	3.44	2.90	1.82	
Roads					
Satisfaction of use <i>Sealed local road requests</i> [Number of sealed local road requests / kilometres of sealed local roads] x 100	20.61	9.78	12.19	14.60	
Condition <i>Sealed local road below the intervention</i> [Number of kilometres of sealed roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x 100	99.79%	100%	100%	100%	
Service Cost <i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$44.37	\$40.03	\$38.79	\$28.87	<i>Improved pricing achieved</i>
Service Cost <i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$2.94	\$3.54	\$3.39	\$3.48	
Satisfaction <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads]	43	47	51	51	





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1. The Avenel Swimming Pool is located central to the township and alike Euroa, Nagambie and Violet Town is open to the public from 1st December annually, weather permitting. Council works to maintain and deliver optimal pool facilities to ensure they are available for all to enjoy through priorities and implementation outcomes identified in the Community Pool Strategy.

Photographed by Clare Allen.

2. The delivery of the Nagambie Recreation Reserve Change room upgrades were well received by local sporting bodies and members of the community at the official opening attended by the Hon. Jaclyn Symes MP, Member for Northern Victoria in February 2020.

3. Council are in the design and planning stages of footpath, kerb and channel review for Bank Street, Queen Street and Belmont Street in Avenel due to residential development in the area and future anticipated pedestrian traffic needs.

4. The Nagambie Recreation Reserve Irrigation Works were completed as part of the Council's Recreation Reserve Master Plan, the Recreation Reserve Committee and the support of Nagambie sports clubs and the community.

Strategic objective four: To support and drive economic development

Strategic Indicators

The following statement reviews the performance of Strathbogie Shire against the Council Plan, including results achieved in relation to the strategic indicators included in the Council Plan.

Promote and support local business and produce

Strategic Indicator / Measure	Results	Comments
Encourage local produce sales in towns throughout the Shire, through development of marketing collateral and actions in Economic Development Master Plan	50%	<p>The COVID-19 Pandemic has severely impacted some business sectors and the shire has continued to promote and encourage the use of local products.</p> <p>The Draft review of the Economic Masterplan was submitted to council in November 2019.</p> <p>No firm decision has been reached by Council on the priorities for the Economic Development Masterplan.</p> <p>In May 2020 Council commissioned external consultants to develop an economic profile which was adopted by Council in September 2020.</p> <p>An Economic Development Strategy will be developed.</p> <p>Draft review of the Economic Masterplan will be presented to Assembly of Council in October.</p>
Promote local businesses through a Business Awards program	20%	Options to reinstate the local Business Awards Program is being investigated as a part of the review of the Economic Development Strategy and have been deferred to 2021.
Support and engage with local representative business groups	80%	<p>Further liaison with the two active business groups is being undertaken by the Economic Development Department.</p> <p>Report has been developed to a funding support model for business groups within the Shire. Economic Development Coordinator is working with the business community in Violet Town to develop a group there.</p> <p>The Economic Development and Projects Coordinator continues to liaise with these groups to identify priorities that will assist business recovery from the effects of the COVID-19 Pandemic.</p>

Support tourism and business development

Strategic Indicator / Measure	Results	Comments
Develop options to facilitate camping at appropriate locations within the Shire	75%	Successful operation of camping facilities at Longwood Community Centre - other locations throughout the municipality to be assessed on a case-by-case basis.

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Partner with business groups to develop support programs	50%	<p>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.</p> <p>There has been a delay in this roll-out due to conflicting priorities as a result of the COVID-19 Pandemic - work will continue on this project in the 2020-2021 financial year.</p> <p>As part of the relief and recovery strategy for COVID-19, Council has allocated funding to these groups to assist in developing support mechanisms for business recovery.</p>
Promote Graytown and other smaller communities through an increased presence on the Strathbogie Shire website and the investigation of interpretive signs and historical information	60%	<p>Graytown was recognised as a priority area in the latest funding round for mobile blackspot areas. Some work is also being done 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 has been completed and Published Development of the 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> <p>Redevelopment of the Military Trail Map in conjunction with Mitchell Shire, City of Greater Shepparton and City of Benalla to incorporate the POW Camps of Graytown into the map. Further work is being undertaken to map other trails in the area. This include Mapping of the remains of the former prisoner of war camps in the region.</p>
Seek funding and support from federal and state governments to implement Nagambie Infrastructure Development Business Case	80%	<p>Funding grant to State Government Sports Recreation Victoria for a \$10.9 million redevelopment of the Nagambie Rowing precinct, comprising deepening of rowing lanes, construction of a peninsula and construction of a walking connection between the caravan park/rowing precinct and main town.</p>
Develop a policy on town entry and roadside signage and progress implementation	10%	<p>The Boundary, Town Entry and District Signage Policy was adopted by Council on 18 June, 2019, and implementation was orchestrated by Operations and is near completion.</p>
Implement preferred option for involvement in regional tourism	50%	<p>In relation to submission from Go Nagambie to oversee management of the Nagambie Visitor Information Centre resolution was passed by Council to further investigate options for the management of this Centre as well as the (yet-to-be-built) Visitor Information Centre in Euroa.</p> <p>Developed a submission for the Regional Tourism Review and have discussed options with 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.</p> <p>The bushfires in January 2020 and COVID-19 have delayed the review from the State Government of the Regional Tourism positioning.</p> <p>Working with the Economic Development Coordinator to present a suggested alternated division to State Government for alignment of Regional Tourism Boards with the same nine areas recognised by Regional Development Victoria. Delays of the review are still in place due to COVID-19.</p>
Investigate installation of a dump point in Nagambie	50%	<p>Investigations into the installation of a dump point within Nagambie township has determined to utilise an area within the Regatta Centre reserve, just waiting on approval from the Executive Management Team.</p>

Provide innovative and sustainable land use planning

Strategic Indicator / Measure	Results	Comments
Review rural land strategy and have these outcomes (including landscape protection) included into the Municipal Strategic Statement	0%	<p>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.</p> <p>The policy neutral re-write was initially delayed by the Department of Environment, Land, Water and Planning but has now commenced. A first draft of the re-write will be provided in the first quarter 2021. Once this re-write is completed, work on the rural land strategy and rural living review is anticipated to commence.</p>
Review, in conjunction with the community, to identify options for improvements to Cowslip Street, Violet Town	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>Discussions have taken place between VTAG, Rural Roads Victoria and Council in May 2019, which have identified options for Cowslip Street. Council is undertaking the respective data collection and preparing concept designs for community input early in the new year.</p>
Review Nagambie Growth Management Plan	70%	<p>Consultation has occurred and now working to update the vision statement. This review is tracked with project plan, however, timeframes have been pushed back for completion to allow further consultation.</p>
Formalise Euroa parking arrangements following Euroa Township Plan Issues and Opportunities report	90%	<p>Euroa Township Strategy which incorporates parking arrangements in Euroa is yet to be finalised.</p>
Progress planning for future growth in Avenel	100%	<p>Avenel 2030 Strategy is still relevant for the growth of the town and provides sound planning direction. This document will be reviewed in due course.</p> <p>Currently there is sufficient land zoned appropriately to accommodate projected growth.</p> <p>Subdivision of land is occurring in Avenel and we will continue to monitor.</p>

Attract new residents

Strategic Indicator / Measure	Results	Comments
Review effectiveness of rating incentive package in new residents to Strathbogie Shire	0%	Not commenced. Will review in second half of financial year.
Explore options to highlight the availability of employment opportunities within the Shire	20%	This action will form part of the review of the Economic Development Masterplan.

Grow investment and employment opportunities

Strategic Indicator / Measure	Results	Comments
Review, update and resource the Economic Development Master Plan and implement priority actions	40%	Briefing with Council held. CEO has commenced review process. Economic development profile is complete.

Major Initiatives

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

We were successful in receiving funding from Sports Australia for \$350,000 for the Foreshore Walking Track

We sought funding from Sports Recreation Victoria for \$10 million in funding for the

Community Sports Infrastructure Stimulus Program, but were unsuccessful. We are now pursuing other options.

Review update and resource the Economic Development Master Plan and implement priority actions

We have completed an economic profile of the Shire which will now enable us to accurately review and update the Economic Development Master Plan

Other initiatives

Review Rural Land Use Strategy and have these outcomes (including landscape protection) included into the Municipal Strategic Statement

The Nagambie Growth Management Strategy and the Euroa Township Strategy with the inclusion of the Inland Rail precinct opportunity were priorities for focus. The review of the Rural Land Use Strategy is the next step.

Develop options to facilitate camping at appropriate locations within the Shire

Council has worked extensively with the Longwood Community over the last twelve months to establish a low-cost camping facility at the Longwood Community Centre.

A trial was commenced at the site in December 2019 which was well utilised over the summer months before approval was given for the permanent use of this site by Council at its ordinary meeting in June 2020.

Council has recommenced discussions with other groups to establish low cost camping areas in other locations throughout the Shire which will continue following further community consultation and engagement.

Services

The following statement provides information in relation to the services funded in the 2019 – 2020 budget and the persons or sections of the community who are provided that service.

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$
Planning	This service covers planning applications, advice on development proposals and all regulators compliance on the Shire	869 220 649
Building	Provides statutory building services to the community including processing of building permits, emergency management responsibilities, fires safety inspections, audits of Council buildings and investigations of complaints and illegal works.	638 - 638
Economic Development	This service provides strategic planning and support for the pursuit of economic opportunities in the Shire	149 - 149
Tourism and Events	Strathbogie Shire has a high tourism profile with broad-ranging attractions including: natural environment, water-based activities, wineries, events and festivals. This service area is responsible for promoting the area generally and supporting local tourism bodies and tourism related events.	555 43 512
Caravan Parks		23 - 23
Saleyards	This service area refers to the Euroa Saleyards. The saleyards operate on an approximately one sale per month basis	216 268 (52)

Service Performance Indicators

The following statement provides the results of the prescribed service performance indicators and measure including explanation of material variations.

Service / Indicator / Measure	Results				Notes
	2017	2018	2019	2020	
Statutory Planning					
Timeliness <i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application]	39	34	45	48	<i>Noted until the end of October 2020.</i>
Service Standard <i>Planning applications decided within 60 days</i> [Number of planning application decisions made within 60 days + number of VicSmart planning application decisions made within 10 days / Number of planning application decisions made] x 100	92.89%	91.46%	89.08%	95.1%	<i>Noted until the end of October 2020.</i>
Service Cost <i>Cost of Statutory planning service</i> [Direct cost of the statutory planning service / Number of planning applications received]	\$2622.19	\$2,805.08	\$2,433.81	\$1882.96	<i>Some labour costs reallocated to strategic planning. Also applications up from 161 in 2018/19 to 201 in 2019/20/</i>
Decision Making <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that upheld Council's decision in relation to a planning application / Number of decisions in relation to planning applications subject to review by VCAT] x 100	0%	0%	0%	50%	<i>Two cases heard at VCAT in 2020. One decision upheld and one overturned.</i>





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1. Council Officers participated in the Better Approvals Project training in partnership with the Victorian Government in October 2019, and implementation of the scheme is ongoing to due COVID-19 interruptions.

2. Councillors and Officers continue advocacy efforts to seek funding for the Nagambie Infrastructure Development Business Case which consists of much needed sports and tourism infrastructure in and around High Street and Lake Nagambie.

3. Free camping options are now available at the Longwood Community Centre

Strategic objective five: To be a high-performing shire

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

Strategic Indicator / Measure	Results	Comments
Continue to enhance customer experience through ongoing development of customer relationship management system	100%	<p>Customer service delivery and customer experience is an ongoing area of focus for council.</p> <p>Customer Service Charter has been reviewed and adopted.</p> <p>A 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 has been upgraded and will allow access to a councillor portal to track requests lodged by councillors.</p>

Continue to focus on operational efficiencies

Strategic Indicator / Measure	Results	Comments
Continue to service plan process to assist decision making and identify service enhancements	100%	<p>To support service enhancement and decision making, a structural alignment was announced for consultation with staff and subsequently implemented following feedback.</p> <p>Key positions for key vacancies and new positions have been recruited and commenced within existing budget parameters.</p>
Continue to explore opportunities through collaboration with other councils in service delivery	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> <p>An example of this occurring recently was a joint Planning Scheme amendment to make updates to incorporate our infrastructure manual into the Planning Scheme.</p>

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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	90%	<p>VAGO Fraud and Corruption in Local Government Response Action plan completed in March, pending one action regarding a final meeting with VAGO in July. VAGO have been kept abreast of our progress and the Internal Auditors have noted that our new Purchasing Card Policy is best practice. Public reporting around Councillor expenses and CEO purchasing card transactions continue each quarter.</p> <p>The Local Government Inspectorate have also noted our new Statutory Obligations database, identifying all of the statutory requirements for reporting and new Local Government Act deadlines, is best practice.</p> <p>Implementation of new Local Government Act 2020 - we are well on track to comply with all of the requirements under the new ACT with several statutory documents about to go out for public comment. Work is continuing at pace on the remaining obligations including preparation of Governance Rules and a new set of delegations. Workshops have been held with Councillors, the Executive and management teams relating to the new Act. A significant amount of information has been disseminated to the organisation to ensure awareness and compliance with the new Act.</p> <p>There have been a number of other initiatives implemented to improve our governance framework including the introduction of a new conflict of interest form, training for over 40 staff on conflict of interest, preparation of a new Public Interest Disclosure Policy (including training session for the entire management team on public interest disclosures), an action plan responding to recent IBAC reports around procurement and tenders.</p>
Prioritise outcomes of ICT strategy to aid business transformation through finalisation of 'Roadmap'	95%	Strategy drafted to be reviewed by Executive Team before consideration by Council.
Link results of Community Satisfaction Survey to Council Plan actions		Deferred to next financial year.
Improve access to 'in the field' software and hardware for key council functions to improve response times to permit applications and customer queries	90%	In the field software for both our Environmental Health and Building has been purchased. Testing is underway in both systems, which are being tested to go live by 31 December 2020.

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Continue to create a secure investment environment through sound financial management

Strategic Indicator / Measure	Results	Comments
Upgrade Long Term Financial Plan to cover 10-year period	100%	Draft Long-Term Financial Plan has been completed as part of the budget.
Review Contract Management Process and Guidelines	50%	Vacancy in procurement filled, progressive change being made.

To be equitable and fair in all decision-making processes

Strategic Indicator / Measure	Results	Comments
Ensure strategies are developed in conjunction with key stakeholders on a regional basis - North East Local Government Network	100%	Mayor and CEO attend meetings with the NELGN and act on strategies and initiatives beneficial to Strathbogie Shire.
Promote open and transparent reporting of Council decision-making including Know Your Council Data	100%	Data submitted. Now live on Know Your Council website. Some media attention.

To communicate and engage effectively with our community and key stakeholders

Strategic Indicator / Measure	Results	Comments
Review Communications and Engagement Strategy in line with changes to Local Government Act	100%	Completed.
Work with local business associations to develop a Shire-wide skills bank that values and recognises local knowledge	20%	The Economic Development Officer is doing some work on developing a Local Procurement Policy which links in with this action item.
Actively seek partnerships to achieve our Council Plan	100%	Council Plans are developed with the community and, where relevant, are implemented with community, business and individual partnerships.

Major Initiatives

Prioritise outcomes of ICT Strategy to aid business transformation through finalisation of 'roadmap'

The Shire's ICT Roadmap has been developed to align with the ICT Strategy which focuses on Information Asset Governance, Business Systems, Engagement Through Technology, and ICT Infrastructure Continuity and Security. The ICT Roadmap has been now activated and many of the initiatives have now commenced, some having seen completion. The ICT Roadmap will be renewed with the development of the Shire's future ICT Strategy

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

The Shire's compliance department is in the process of implementing Mobile Health Manager for the Environmental Health Department with testing of the system to start soon. Officers are working with the providers of the software to enable access to department software in the field to reduce paperwork and improve efficiencies through the use of technology.

The introduction of the new Local Government Act 2020 introduced a new regime for council operations. The latter half of this year was spent drafting and consulting on documents such as our Governance Rules, delegation instruments, candidate training for the 2020 Council election and a number of Council policies to meet statutory deadlines prescribed by the Act.

New processes were introduced in relation to declarations of conflict of interest by Councillors and staff. Training was provided to over 40 staff in relation to the management and declaration of conflicts along with the importance of promoting a culture of disclosures should fraud or corruption be suspected by Councillors, staff or the public.

Preparations were made for the 24 October Council election, including the preparation of the Chief Executive Officer's electoral roll, communications with our community to encourage enrolment and promotion of the contribution councillors make to the community to maximise candidacy.

Two electoral processes were undertaken by the Victorian Electoral Commission for the Honeysuckle and Lake Nagambie Wards following the retirement of two Councillors.

Other initiatives

Review Communications and Engagement Strategy in line with pending changes in the Local Government Act

A review of Council's Communications and Engagement Strategy is progressing. This will include the development of an annual Community Forum that will include deliberative engagement, participatory budgeting, community education and genuine and transparent engagement opportunities. We are also developing a Community Engagement Policy that ensures true public participation opportunities to improve outcomes and build trust.

Review Contract Management Process and Guidelines

Council is developing a Project Management Framework that will encompass a review of the current Contract Management Process and Guidelines, ensuring compliance with the new Procurement Guidelines and encouraging innovation and cooperative practices which lead to better quality projects.

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The following statement provides information in relation to the services funded in the 2019-2020 budget and the persons or sections of the community who are provided that service.

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$
Financial and Administration Services	This service area provides financial advice and support to providers of all Shire services, including budget preparation, long-term financial planning, periodic reporting, processing of debtors and creditors, and statutory financial requirements, including FBT and GST reporting.	1,762 <u>19,553</u> (17,791)
Information Technology	This service maintains and improves the Shire's information technology systems, ensures compliance with legislation relating to records management, including administering and recording all incoming correspondence. This also includes telephones, intranet, photocopiers, aerial photography and geographic information.	1239 - 1239
Human Resources and Risk Management	Management of recruitment and induction, occupational health and safety, procedures relating to employment matters, administration of insurances, staff training and development, employee assistance program.	1,005 - 1005
Community Relations	Customer service contact, media, communications, public notices, community surveys, website, marketing and community engagement.	1,007 <u>33</u> 974
Governance and Statutory Services	This service area provides planning and management of a range of statutory services provided by the Shire, such as building, health, animal management etc.	0 - <u>2</u> (2)
Governance	The area of governance includes the Mayor, Councillors, Chief Executive Officer, regulatory reporting, council elections, compliance with relevant Acts and other Executive Management costs which cannot be easily attributed to the direct service provision areas.	1,301 - 1301

Service Performance Indicators

The following statement provides the results of the prescribed service performance indicators and measure including explanation of material variations.

Service / Indicator / Measure	Results				Notes
	2017	2018	2019	2020	
Governance					
Transparency <i>Council decisions made at meetings closed to the public</i> [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of councillors] x 100	15.45%	11.48%	12.02%	6.90%	
Consultation and engagement <i>Satisfaction with community consultation and engagement</i> [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]	41	51	55	50	
Attendance <i>Councillor attendance at Council meetings</i> [The sum of the number of councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) x (Number of councillors elected at the last Council general election)] x 100	81.82%	84.82%	91.33%	89.12%	
Service Cost <i>Cost of Governance</i> [Direct cost of the governance service / Number of councillors elected at the last council general election]	\$39,430	\$40,016	\$42,326	\$35,169	
Satisfaction <i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	38	48	55	49	





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1. Council commits to continue working with local business associations to develop a Shire-wide skills bank that values and recognises local knowledge.

Photographed by Clare Allen.

2. Customer Service is a core focus to enhance and improve in, which will continue to be reviewed and assessed in accordance with the adopted Customer Service Charter.

Photographed by Abram Rasmussen.

3. In line with Local Government Act 2020 changes, a review of Council's Communications and Engagement Strategy is in progress.

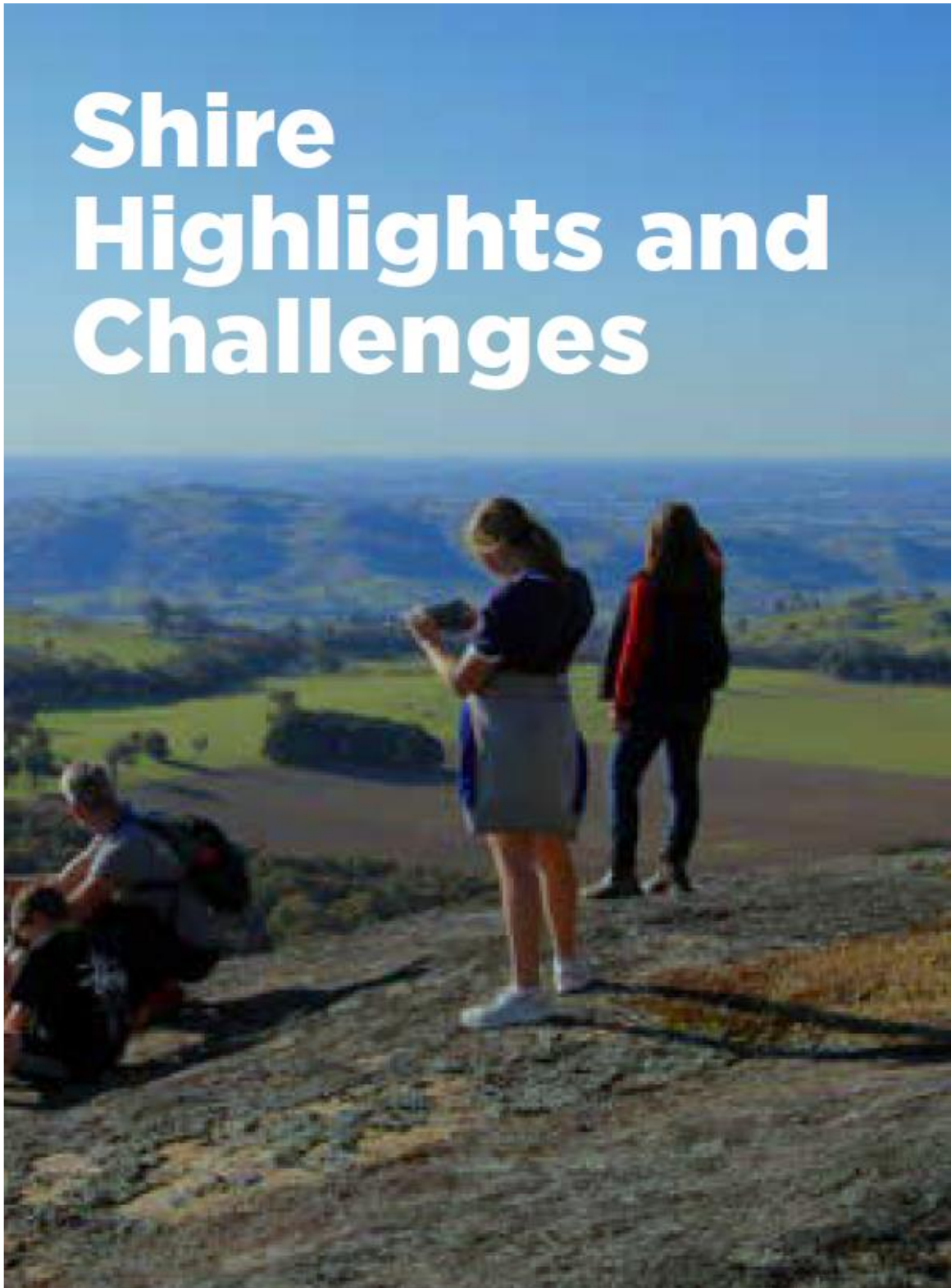
Photographed by Clare Allen.

4. To be a high-performing Shire, Council will ensure strategies are developed in conjunction with key stakeholders on a regional basis such as the North East Local Government Network.

Photographed by Katherine Crosbie.



Shire Highlights and Challenges



Economic influences/factors

Significant impacts were starting to emerge during the 2019-2020 financial year due to ongoing COVID-19 pandemic

- Our tourism and hospitality sectors are particularly affected
- Financial support from all levels of governments has mitigated adverse impacts somewhat, however, uncertainty as to when the economy is fully able to return to 'normal' operation is of concern to business owners.

Working for Victoria

- Council has benefited from the Working for Victoria initiative, where we were able to gain funding to provide employment for over 40 people for a period of six months - these resources have also enabled Council to better support our community and business sector during the pandemic
- Highlights from the Working for Victoria Program include:
 - A significant cleaning program of Council's community buildings
 - A roads team, dedicated to cleaning drains, fixing potholes and general updating works.
 - A gardening team, who has prepared our parks, gardens and walking tracks for summer.
 - A project team dedicated to improving public facilities.
- Through Working for Victoria we were also able to plan (to launch in the next financial year) the Strathbogie Story - a video storytelling and community story book website aimed at tackling isolation and loneliness during the pandemic.
- Some sectors of the economy, have benefited and responded proactively to the challenges the pandemic has created - our businesses and community have demonstrated ingenuity, resilience and creativity to find ways of continuing to operate
- There are positive impacts arising from the pandemic already beginning to emerge - particularly a significant demand for land and property across the Shire driven by people seeking to move out of Melbourne. Euroa, Nagambie and Avenel are becoming 'hotspots' for subdivision and growth.

- The growing need to work from home has highlighted limitations in mobile network and NBN network, which need to be addressed in the long term if the Shire is to realise its economic and growth potential
- The occurring La Nina event will help our agricultural sector recover from the drought conditions of the past few years.

Challenges and the future

- Short, medium and long-term social and economic impacts of the ongoing COVID-19 pandemic
- Supporting the growth in towns such as Euroa, Nagambie and Avenel with appropriate social and community infrastructure - building partnerships with the public and private sector to ensure our community has the facilities it needs is critical
- Addressing key infrastructure deficiencies that affect our ability to attract major industries - including power security, reticulated gas, water security and NBN/mobile connectivity and capacity
- Addressing the concerns raised by the community through the Community Satisfaction Survey of May 2020 and improving our services/efficiency across the organisation
- Delivering on the RE3 Project - our COVID-19 Community Recovery Plan to Reset, Reboot, Revitalise our community.
- Focussing on four key areas - these being Communication, Consultation and Engagement, Community Decisions and Customer Service.
- Balancing the need to ensure the Shire remains financially sound with providing financial assistance (through measures such as a zero rate-rise and not charging annual business permit fees) to assist the community to recover and rebuild after the pandemic
- Responding to the new goals and aims of a new Council, as elected in October 2020
- Ongoing challenge of managing growing community expectations around improving/broadening service provision by Council with very limited financial and human resources.

Evolve Youth Services

The pandemic has taken its toll on youth throughout the Shire.

Despite these setbacks, the pandemic has allowed Strathbogrie Shire and its Evolve Youth Committee to reimagine its youth program delivery, which has included:

- UKES2U - A weekly online ukulele workshop for beginners with contact-free delivery of short-term loan ukuleles for local youth
- Don't Cut Off Your Fingers - Teen cooking classes running fortnightly with either contact-free food delivery or food vouchers to the local IGA. The initiative is supporting young people to eat well while learning new skills.

- Virtual Grooves - Weekly teen dance classes where young people enjoy the chance to get active from their own living room.

Before the impact of COVID-19, the Shire and its Evolve Youth Committee ran events and programs targeted at engaging young people 12-25, through our State Government funded FReeZA and Engage! Programs.

These included holiday programs, music gigs, the North East Skate Park Series, barista training and the launch of a Mobile Youth Pop-Up Trailer. Along with pool parties, free movie nights, youth mental health and wellbeing programs and a video production with local youth band Splinter Kiss.



THE EVOLVE YOUTH COMMITTEE OF
STRATH-BOOGIE INVITE YOU TO

VIRTUAL GROOVES

FREE ONLINE DANCE WORKSHOPS
FOR YOUNG PEOPLE AGED 12-20
WITH URBAN DANCE CLASS

EVERY FRIDAY TERMS 3 & 4
3:30-5PM VIA ZOOM

Sign up by contacting Andy Bell
at Strathbogrie Shire Council
E: andy.bell@strathbogrie.vic.gov.au
M: 0428248686




UKES 2U

FEATURING GARE CHOWMETZ

ONLINE UKULELE WORKSHOPS

FREE FOR YOUNG PEOPLE 12-20

4-5:30PM MONDAYS VIA ZOOM 14/9 - 19/10
UKULELES DELIVERED TO & COLLECTED FROM YOUR DOOR

Sign up by contacting Andy Bell at Strathbogrie Shire Council
E: andy.bell@strathbogrie.vic.gov.au M: 0428248686




DON'T CUT OFF YOUR FINGER

FREE ONLINE COOKING CLASS FOR TEENS

4:30-5:30PM WEDNESDAYS VIA ZOOM
INGREDIENTS DELIVERED TO YOUR DOOR

Sign up by contacting Andy Bell at Strathbogrie Shire Council
E: andy.bell@strathbogrie.vic.gov.au M: 0428248686



Image previous page - View from the granite shelf, Mt Wombat. Photographer: Sean Mathews





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6

1. The Avenel Preschool and MCH Official Opening in February 2020.

Photographed by Katherine Crosbie.

2. The Nagambie Deep-Water Boat Ramp Official Opening in February 2020.

Photographed by Katherine Crosbie.

3. The Nagambie Visitor Information Centre Official Opening.

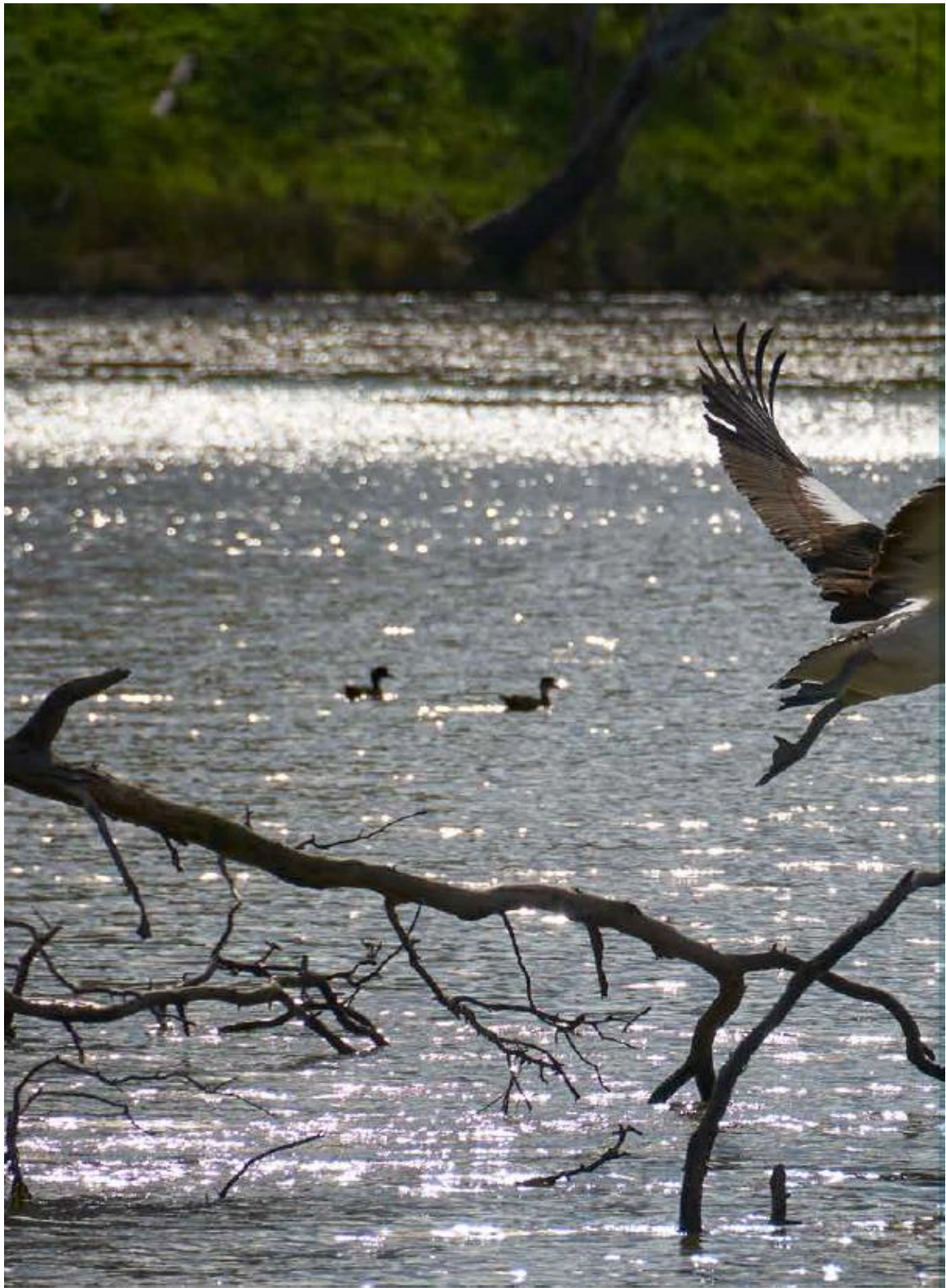
Photographed by Katherine Crosbie.

4. The Nagambie Bowls Green Synthetic Upgrade Delivery and Opening.

Photographed by Katherine Crosbie.

5 and 6. Council has benefited from the Working for Victoria Initiative. Teams have conducted a cleaning, updating and maintenance blitz across the Shire.

Following page – Wetlands at Tahbilk Winery. Photographer: Melanie Ball.





Governance

Council focussed on improving accountability and public transparency around several key themes to improve our good governance practices and to start driving cultural change across the organisation.

Initiatives included the development, adoption and auditing of the following policies:

- Councillor Support, Resources, Reimbursement and Reporting of Expenses Policy
- Purchasing Card Policy
- Disposal of Council Assets Policy
- Motor Vehicle Chief Executive Officer Directive
- Gifts, Benefits and Hospitality Policy.

Councillor expenses and expenditure on the Chief Executive Officer's purchasing card are now reported to the Audit Committee on a quarterly basis and then published on Council's website to maximise public scrutiny and accountability.

Code of Conduct

The Local Government Act 2020 requires councils to develop and approve a councillor Code of Conduct within 12 months after each general election. On 21 February, 2017, Council adopted a revised Councillor Code of Conduct which is designed to:

- Assist councillors to maintain the highest standards of conduct and behaviour as well as provide a means to deal with problems they may encounter
- Attract the highest level of confidence from the Shire's stakeholders
- Assist the mayor and councillors to discharge the responsibilities of their public office appropriately

In addition to setting out the Councillor Conduct Principles, the Code also outlines:

- Other conduct definitions under the Act, such as those relating to misuse of position, improper direction, breach of confidentiality and conflict of interest
- Roles and relationships
- Dispute-resolution procedures

Conflict of Interest

Councillors are elected by the residents and ratepayers to act in the best interests of the community. This is a position of trust that requires councillors to act in the public interest. When a council delegates its powers to a council officer or a committee, the committee or officer also needs to act in the public interest.

A conflict of interest occurs when a personal or private interest might compromise the ability to act in the public interest. A conflict of interest exists even if no improper act results from it. Council has a comprehensive procedure in place to accommodate the disclosure of a conflict of interest. Declaration of a conflict of interest is a standard agenda item for all council and committee meetings.

While the procedures vary depending on the particular role and circumstances, in general they involve disclosing the relevant interests in a specific way and then stepping aside from the relevant decision-making process or from the exercise of the public duty. A register is maintained to record all disclosed conflicts of interests.

During 2019-2020, five conflicts of interest were declared at Council Meetings, three direct interests and two indirect interests. There were no interests declared at any Special Council Meetings and one direct interest and four indirect interest declared at Planning Committee Meetings for councillors. Executives declared no conflicts of interests at Ordinary Council meetings.

A good governance training program was instigated in late 2019 for Councillors and Council officers. A focus for this program was raising the awareness of the conflict of interest provisions of the Local Government Act 1989 and how to ensure our compliance with this legislation.

A simple electronic conflict of interest form was created for the use of Council officers when making delegated decisions and a review process for these forms by independent staff introduced. Electronic workflows were created to streamline the review and recording process.

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Council Meetings – Council held these meetings in 2019-2020

- Eleven Ordinary Council Meetings
- Ten Special Council Meetings
- Eight Planning Committee Meetings

The following table provides a summary of councillor attendance at Council Meetings and Special Council meetings for the 2019-2020 financial year.

Councillor	Ordinary Council Meeting	Special Council Meeting	Planning Committee Meeting	Total
Cr Amanda McClaren (Mayor)	9	10	8	27
Cr Debra Bower	5	5	2	12
Cr Robert Gardner	5	3	4	12
Cr Malcom Little	11	8	7	26
Cr John Mason	10	9	8	27
Cr Chris Raeburn	3	3	3	9
Cr Kate Stothers	5	6	3	14
Cr Alistair Thomson	11	10	8	29
Cr Graeme Williams	9	9	7	25

Special Committees

The Act allows councils to establish one or more special committees consisting of councillors, council staff, other persons or any combination of these groups.

The table contains a list of all operational special committees and advisory groups established by Council and the purpose for which each committee was established.

Due to the COVID-19 pandemic and the social distancing requirements, many committee meetings were postponed until they could be held at a safer time.

Special Committee	No. of meetings	Purpose
Access and Disability Advisory Committee	3	<p>The aim is to liaise with community members and provide advice and recommendations regarding access and equity to Strathbogie Shire Council. The objectives of the Committee are:</p> <ul style="list-style-type: none"> • Work in partnership with the community and Strathbogie Shire Council towards acknowledging and valuing people of all abilities. • Promote consultation and ensure participation mechanisms are in place for people with a disability, their carers, advocates and service providers to have meaningful input into Strathbogie Shire Council service planning and policy development. • Support and raise community awareness of the needs of persons with a disability.

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Audit Committee	6	The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.
Community Pools Working Group	4	Appointed to facilitate the development of a Shire-wide pools strategy. This strategy will look at pools in the Strathbogie Shire holistically and provide for their planning and development now and into the future.
Nagambie Waterways Advisory Committee	5	Appointed to set policy and direction for the Nagambie waterways recreational and commercial users, to ensure that the activities on the Nagambie waterways meet the objectives and the vision on Council as set out in the Council Plan.
Planning Committee	8	To delegate planning powers to a committee of Councillors who will have voting rights and meet fortnightly to consider planning applications normally referred to General Council. Urgent permit applications may be considered by General Council if a meeting is held before the monthly Planning Committee meeting.
Sustainable Development Reference Group	4	The key responsibility of the Committee is to provide feedback and advice to Council on the following objectives: <ul style="list-style-type: none"> • Providing for the use and development of public land with the integration and acknowledgment of economic environmental and social concerns throughout the decision-making process. • Protecting the Shire's natural environment and enhancing and maintaining ecological processes and genetic diversity. • Enabling strategic planning decisions that enhance the Shire's climate security, ensuring safe and liveable urban and rural environments. • Conserving and enhancing culturally or socially significant buildings or areas. • Facilitating sustainable development. • Balancing the present and future interests of all Shire residents and visitors.
Tourism, Arts and Culture Advisory Group	7	The objectives of the Committee are: <ul style="list-style-type: none"> • To provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the development and implementation of a Tourism, Arts and Culture Strategy Plan • Act as advocates and champions for Tourism, Arts and Culture programs and projects with the Shire that are of community benefit. • Provide a forum for discussion of tourism, arts and culture industry trends and best practice in the Local Government sector.

Councillor expenses

Section 3 of the *Local Government Act 1989* (the Act) states that the role of a council is to provide leadership and good governance for the municipality and local community. It must seek the best outcomes for the community and have regard to the long-term and cumulative impacts of its decisions.

Section 42 of the Act states that Councillors must be provided with the resources and facilities reasonably necessary to enable them to effectively perform their role. Some of the duties and activities considered to be necessary for each councillor to perform include attending:

- Council meetings, meetings of Advisory Committees of Council, formal briefing sessions and civic or ceremonial functions
- Meetings or workshops and professional development courses as an attendee and/or speaker
- Meetings with community members
- Meetings or committees as the nominated representative of Council or the Mayor
- Site inspections or meetings relevant to a matter which is, or is anticipated to be, the subject of a decision of Council.

Councillor Support, Resources, Reimbursement and Reporting of Expenses Policy 2019

Section 75A of the Act of the Local Government Act 1989, which was operational until May 2020 and replaced by section 40 of the Local Government Act 2020, both state that councillors must be reimbursed for out-of-pocket expenses if:

- The councillor applies in writing for reimbursement
- The councillor has demonstrated that the expenses were legitimately incurred while undertaking his or her duties as a councillor.

Council adopted a new Councillor Support, Resources, Reimbursement and Reporting of Expenses Policy in October 2019.

As part of this policy, councillor expenses

are reported to the Audit Committee and made publicly available on our website. In doing so, we seek to achieve best practice in terms of public transparency around the expenses that are reimbursed to Council.

Report of annual expenses and reimbursements

Section 14 (2)(db) of the *Local Government (Planning and Reporting) Regulations 2014* requires details of the expenses, including any reimbursed expenses, for each councillor and member of a council committee paid by the council, categorised separately as –

- Travel expenses
- Car mileage expenses
- Childcare expenses
- Information and communication technology expenses
- Conference and training expenses

The table below identifies expenditure across these categories for each councillor, along with the total expenditure. To achieve maximum transparency, an additional expense category, named 'other expenses', has been included to capture all expenses that have been reimbursed to councillors in their day-to-day duties (such as cartridges for printers).

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	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	\$11,867.62	\$1,465.85	\$1,061.43	\$0.00	\$14,394.91
Cr Swan (Bower) retired December 2019	\$0.00	\$0.00	\$1,016.79	\$78.73	\$0.00	\$0.00	\$1,095.52
Cr Williams	\$0.00	\$35.50	\$485.00	\$1,388.40	\$975.16	\$0.00	\$2,884.06
Cr Mason	\$0.00	\$0.00	\$0.00	\$702.92	\$1,054.01	\$0.00	\$1,756.93
Cr Stothers retired December 2019	\$0.00	\$0.00	\$0.00	\$236.70	\$0.00	\$0.00	\$236.70
Cr Little	\$0.00	\$24.92	\$3,257.24	\$1,711.71	\$958.56	\$247.67	\$6,200.10
Cr Raeburn elected March 2020	\$0.00	\$0.00	\$0.00	\$1,835.00	\$0.00	\$0.00	\$1,835.00
Cr Gardner elected January 2020	\$0.00	\$0.00	\$0.00	\$1,243.91	\$0.00	\$0.00	\$1,243.91

Notes:

* Car mileage:

- Excludes depreciation for Mayoral vehicle
- Includes expenditure from Mayor's fuel card from Council's assets system
- Excludes \$200 monthly vehicle contribution from Mayoral allowance

** IT and Communications:

- Includes hardware costs incurred during this financial year
- Represents costs of phone plans paid by Council

Management

Strathbogie Shire has implemented numerous statutory and better-practice items to strengthen its management framework. Having strong governance and management frameworks lead to better decision making by Council. The Act requires Council to undertake an assessment against the prescribed governance and management checklist and include this in our Report of Operations.

Council's Governance and Management checklists results are set out in the section below. The following items have been highlighted as important components of the management framework.

Audit Committee

The Audit Committee's role is to oversee and monitor the effectiveness of Council in carrying out the responsibilities for accountable financial management, good corporate governance, maintaining an effective system of internal control and risk management and fostering an ethical environment.

The Audit Committee was restructured to comprise four independent members- Alistair Purbrick, Claire Taranto, Mark Freudenstein and Geoff Dobson - and two councillors, Cr Amanda McClaren and Cr Robert Gardner. Independent members are appointed for a three-year term; the Chair is elected from among the independent members.

The Audit Committee met five times during the last financial year. Attending the meetings were the Internal Auditor, Chief Executive Officer, Director of Community and Planning, Director of Corporate Operations and Manager Finance. Other management representatives attend as required to present reports.

Recommendations from each Audit Committee Meeting are subsequently reported to and considered by Council.

Internal Audit

The Shire's internal audit function provides independent and objective assurance that appropriate processes and controls are in place. The department is resourced by an external provider. A risk-based three-year Strategic Internal Audit Plan (SIAP) is revised annually to ensure the audit resources remain focused on the appropriate areas. The review process considers Council's risk framework, the Council Plan, the impact of any change on operations, systems or the business environment, prior audit coverage and outcomes and management input.

The SIAP is reviewed and approved by the Audit Committee annually.

The responsible Director/Executive Manager for each area reviewed is required to attend the Audit Committee Meeting to respond to questions in relation to the review. All audit issues identified are risk rated. Recommendations are assigned to the responsible Director/Executive Manager and tracked in Council's electronic document management system. Directors/Executive Managers provide status updates that are reviewed by the Internal Auditor and reported to the Executive Leadership Team and the Audit Committee.

Council conducted these reviews in 2019-2020:

- Project Management
- Fleet Management
- Human Resources
- Purchasing cards

The Committee also considered a Draft Enterprise Risk Management Framework, the Annual Budget and Financial Statements.

The Committee also reviewed work undertaken following the Victorian Auditor General's report on Fraud and Corruption in Local Government. This included review of Council policies in relation to:

- Sale of Assets
- Councillor Support and Expenses
- Gifts Benefits and Hospitality
- Review of Councillor expenses 2016-2017, 2017-2018 and 2018-2019

As well as CEO Directives relating to:

- Cash Handling and Receipting
- Discretionary Expenditure
- Fraud and Corruption Register

External Auditors

Strathbogrie Shire is externally audited by the Victorian Auditor General. For the 2019-2020 year, the annual external audit of Council's Financial Statements and Performance Statement was conducted by the Victorian Auditor General's office. The external auditors attend Audit Committee meetings during the year to present the annual Audit Plan and Independent Audit Report. The external audit management letter and responses are also provided to the Audit Committee.

Risk Management

In July 2019, Council adopted the Risk Management Policy and Enterprise Risk Management Framework in line with current best practice in the management of business enterprise risks, and current AS/NZS 31000 guidelines. The policy applies to all areas of Council operations and includes Council, Councillors, wider staff, contractors and volunteers undertaking any function for or on behalf of Council.

Council continues and reinforces its commitment to the management to reduce the impact of risk on achieving Council's objectives, minimising any interruption to the business, and confidently pursuing opportunities that are identified. Strategic Risk Profiling Workshops have been conducted to create Council's Strategic Risk Register, bringing these in-line with the International Standards for Risk Management: ISO 3100:2018.

- Council endeavours to manage risk by achieving the following scope and objectives;
- Establish objectives with Council
 - Review against the Council Plan
 - Conduct a review against that Australian Standards AS/NZS ISO13000:2018

Governance and Management Checklist

The following are the results in the prescribed form of Council's assessment against the prescribed governance and management checklist.

Governance and management checklist 2019-2020		
	Governance and Management Item	Assessment
1	Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Adopted by Council on 20 August, 2019
2	Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Strategy adopted by Council on 20 August, 2019
3	Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next four financial years)	Adopted in accordance with section 126 of the Act Date adopted: 14 July, 2020
4	Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Adopted in accordance with section 130 of the Act Date adopted: 14 July, 2020
5	Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Plans Date of operation of current plans: General overarching: 28 October, 2016 Transport: 21 October, 2016 Bridges: 16 March 2015 Water (drainage): 16 December, 2016 Land: 26 January, 2013 Buildings: 16 September, 2016 Open space: 9 January, 2013 Plant and Equipment: 27 November, 2012 Culture and Heritage: 27 November, 2012
6	Rating strategy (strategy setting out the rating structure of Council to levy rates and charges)	Strategy Adopted with Budget on 14 July, 2020
7	Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Policy Date of operation of current policy: 18 June, 2019

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8	Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud)	Policy Date of operation of current policy: 20 February, 2018
9	Municipal emergency management plan (plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with Section 20 of the <i>Emergency Management Act 1986</i> , adopted by Council on 30 January, 2020
10	Procurement policy (policy under section 186A of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with Section 186A of the <i>Local Government Act 1989</i> . Date of approval: 20 August, 2019
11	Business continuity plan (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)	31 March, 2020
12	Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Plan Date of approval: 24 May, 2017
13	Risk management framework (framework outlining Council's approach to managing risks to the Council's operations)	Framework Date of operation of current framework: 18 June, 2019
14	Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Established in accordance with Section 139 of the <i>Local Government Act 1989</i> Date of establishment: 20 November, 2001
15	Internal audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Engaged Date of engagement of current provider: 15 May, 2018
16	Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Framework Date of operation of current framework: 1 July, 2015
17	Council Plan reporting (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Produced quarterly for Council Dates presented to Council: 16 July, 2019, 15 October, 2019, 18 February, 2020, 19 May, 2020

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18	Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Statements presented to Council in accordance with Section 138(1) of the <i>Local Government Act 1989</i> Dates statements presented: 19 September 19 ,15 October 2019, 19 November 2019,17 December 2019, 18 February 2020,21 April 2020
19	Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Quarterly discussion with Audit Committee on risk exposures
20	Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act)	Reports: Business Management System reported to Council monthly
21	Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements)	Considered at a meeting of Council in accordance with Section 134 of the <i>Local Government Act 1989</i> Date statements presented:15 October 2019
22	Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Code of conduct reviewed in accordance with section 76C of the Act Date adopted: 21 February 2017
23	Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Delegations reviewed in accordance with section 98(6) of the Act Presented to Council: 17 December 2019
24	Meeting procedures (a local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act Date Adopted: 16 February 2014

I certify that this information presents fairly the status of Council's governance and management arrangements.



Julie Salomon
Chief Executive Officer
Dated:



Cr Amanda McClaren
Mayor
Dated:

Statutory Information

The following information is provided in accordance with legislative and other requirements applying to Council.

Documents available for public inspection

In accordance with the regulation 12 of the Local Government (General) Regulations 2015 the following are prescribed documents that are available for inspection or copies of the documents can be obtained for the purposes of section 222 of the Act at 109a Binney Street, Euroa:

A document containing details of overseas or interstate travel (other than interstate travel by land for less than 3 days) undertaken in an official capacity by councillor or any member of council staff in the previous 12 months, including –

- The name of the councillor or member of council staff
- The date on which the travel began and ended
- The destination of the travel
- The purpose of the travel
- The total cost to the council of the travel, including accommodation costs
- The agenda for, and minutes of Ordinary and Special Meetings held in the previous 12 months which are kept under section 93 of the Act, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act.
- The minutes of meetings of special committees established under section 86 of the Act and held in the previous 12 months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act
- A register of delegations kept under sections 87(1) and 98(4), respectively, of the Act, including the date on which the last review took place under sections 86(6) and 98(6), respectively of the Act.

- A document containing details of all leases involving land which were entered into by the Council as lessor, including the lessee and the terms and the value of the lease.
- A register maintained under section 224(1A) of the Act of authorised officers appointed under that section.
- A list of donations and grants made by the Council in the previous 12 months, including the names of persons, who, or bodies which, have received a donation or grant and the amount of each donation or grant.

Best Value

Council incorporates the Best Value Principles outlined in section 208B of the Local Government Act 1989 through monthly performance business performance report submitted to Council on a monthly basis.

To further reflect the Shire's commitment to best value and continuous improvement, the organisation was restructured by the incoming Chief Executive Officer, Julie Salomon, in April 2020 to better reflect the changing needs of our community and to provide key focus areas for the organisation on community engagement, good governance, project delivery and customer service.

This was supported by the adoption of a Customer Service Charter outlining our commitment to the community about responding to their questions, requests and correspondence.

The following best value initiatives were undertaken during 2019-2020:

- Adoption and implementation of a Customer Service Charter identifying service standards and timeframes for responding to phone calls, requests and correspondence
- Instigation of a monthly report to Managers and the Executive Leadership Team around outstanding actions and response times to monitor how we meet the customer service charter
- Creation of a wide-ranging set of new policies and procedures to streamline compliance with legislation in the pursuit of good governance and to respond to the recommendations of the Victorian Auditor General's Office investigation into fraud and corruption controls

- Allocating more resources to a centralised procurement function to deliver independent, consistent and transparent procurement processes
- Highlighting the importance of local businesses in our circular economy by applying a percentage evaluation weighting on local businesses and employees
- A new process for seeking quotes, capability and local content prior to awarding works under a Panel of Supplier Contracts
- Undertaking internal audits of cumulative spend for the procurement of goods and services not subject to a contract
- Creation of a number of electronic workflows relating to a number of functions including planning permit applications, payment of invoices, conflict of interest disclosures to achieve efficiencies, reduce paper based tasks and support remote working due to the COVID- 19 pandemic
- Development of a comprehensive project planning and management framework to deliver infrastructure projects more efficiently and effectively

Contracts

During the year, Strathbogie Shire entered into a contract valued at \$150,000 or more for services without engaging in a competitive process. The Shire did not complete Contract 12/13-23 after the specified six months and continued engaging the contractor until 2019-2020 financial year.

No contracts for \$200,000 or more for works of a kind specified in section 186(5)(a) and (c) of the Act were entered into without engaging in a competitive process.

Disability Action

In accordance with section 38 of the *Disability Act 2006*, as council has prepared a Disability Action Plan it must report on the implementation of this plan in its Annual Report. Council has incorporated the Disability Action Plan into the Municipal Public Health and Wellbeing 'Liveability Plan'.

The Liveability Plan 2017-2021 has been created to address health and wellbeing challenges and pursue opportunities to improve future outcomes for individuals and

the community across the life course.

The key actions implemented during 2019-2020 are:

- Facilitation of the Access and Disability Advisory Committee to discuss and have input into Council plans and to identify issues raised by community in relation to access.
- Distribution of the Good Access = Good Business information via the Business networks
- Event held in partnership with the Euroa Secondary College to acknowledge International Day of Disability in December 2019. This involved guest speakers and wheelchair basketball and wheelchair AFL activities

Domestic Animal Management Plan

In accordance with the *Domestic Animals Act 1994*, Strathbogie Shire is required to prepare a Domestic Animal Management Plan at four yearly intervals. The Shire's current Domestic Animal Management Plan 2017-2021 was adopted by Council in July 2017 and was last reviewed in March 2019. The purpose of the plan is to guide Council's planning and decision-making in relation to regulatory controls and service provision that promote the value of responsible pet ownership and high standards of animal welfare.

Key actions and outcomes detailed in the plan for the 2019-2020 financial year are captured below:

- 2181 Registered dogs
- 434 Registered cats
- 263 Reports of domestic animals collected
- 63 Impounded animals returned to owners
- 18 Reported animal attacks
- 2 Declared menacing dogs
- 18 Animals rehomed

Food Act Ministerial Directions

In accordance with section 7E of the *Food Act 1984*, Council is required to publish a summary of any Ministerial Directions received during the financial year in its Annual Report. No such Ministerial Directions were received by Council during the 2019-2020 financial year.

Road Management Act Ministerial Direction

In accordance with section 22 of the *Road Management Act 2004*, Council must publish a copy or summary of any Ministerial direction in its Annual Report. No such Ministerial directions were received by Council during the 2019-2020 financial year.

Freedom of Information

In accordance with section 7(4AA)(a) and 7(4AA)(b) of the *Freedom of Information Act 1982*, Council is required to publish certain statements in their Annual Report or separately such as on its website, concerning its functions and information available. Council has chosen to publish the statements separately, however, provides the following summary of the application and operation of the Freedom of Information Act 1982.

Access to documents may be obtained through written request to the Freedom of Information Officer, as detailed in section 17 of the Freedom of Information Act 1982 and in summary as follows:

- It should be in writing
- It should identify as clearly as possible which document is being requested
- It should be accompanied by the appropriate application fee (the fee may be waived in certain circumstances).

Requests for documents in the possession of Council should be addressed to the Freedom of Information Officer. Requests can also be lodged online or by email.

Access charges may also apply once documents have been processed and a decision on access is made (e.g. photocopying and search and retrieval charges).

Further information regarding freedom of information requests can be found at www.foi.vic.gov.au and on the Strathbogie Shire Council website at www.strathbogie.vic.gov.au

Protected Disclosure procedures

The *Protected Disclosure Act 2012* was amended by the State Government in 2019 and has not become the *Public Interest Disclosures Act 2012*. This act aims to ensure openness and accountability by encouraging people to disclose suspected improper conduct by our staff, councillors or Council committee members.

Council takes its role seriously as a nominated agency that can receive disclosures. Our Protected Disclosure Policy outlines procedures for confidentially investigating any complaints we may receive. We have appointed a Protected Disclosure Coordinator to act as the primary contact person and investigator for all matters raised with us under the Act.

Protections are in place for the person making the disclosure and those who are the subject of the disclosure throughout an investigation. The welfare of all parties is our utmost concern.

During the 2019-2020 year, one disclosure was notified to the Protected Disclosure Officer appointed to receive disclosures from the Victorian Ombudsman.

Procedures on how to make a disclosure are publicly available on Council's website:

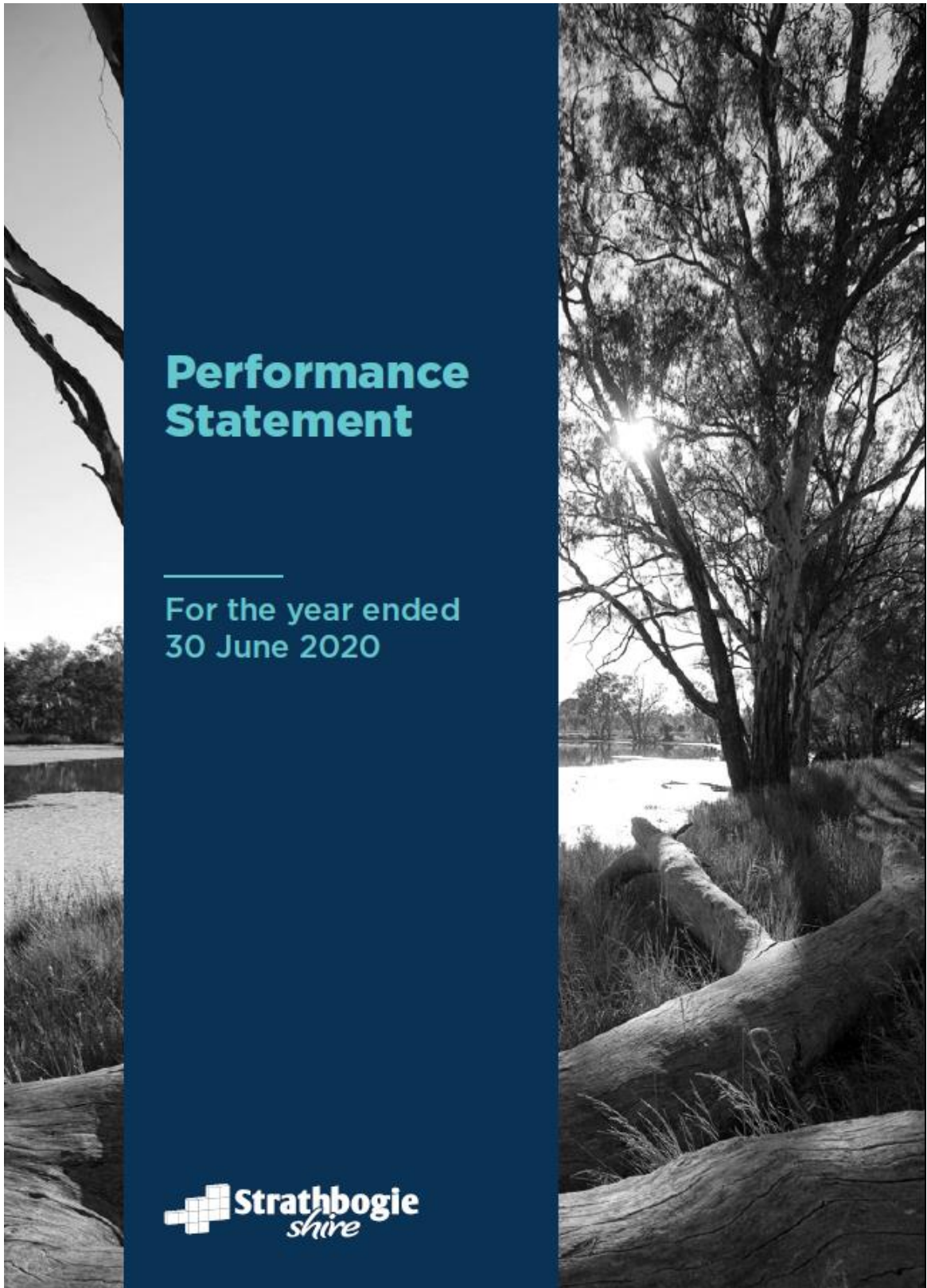
www.strathbogie.vic.gov.au/council/plans-policies-strategies-a-reports/corporate





Performance Statement

For the year ended
30 June 2020



Performance Statement

For the year ended 30 June 2020

Description of municipality

Strathbogie Shire is a rural municipality located approximately two hours from the Melbourne CBD and covers 330,326 hectares. We have diverse and picturesque communities served by townships such as Euroa, Nagambie, Violet Town, Avenel, Longwood, Ruffy and Strathbogie with a population of over 10,000 and growing. The Shire has an ageing population with 38% of residents aged 60 years and over. Approximately eight out of ten residents were born in Australia and about 5% of people came from countries where English was not their first language.

The Strathbogie Shire has a rural economic base of wool, grain, sheep and cattle production, extensive vineyards, world class wineries and a wide range of intensive cool climate horticultural enterprises. The region is also known as the Horse Capital of Victoria due to its ever expanding horse industry. Thoroughbred breeding studs are the cornerstone of this important industry, with many prestigious Melbourne Cup winners bred and trained in the shire. Nagambie is also the birthplace of Black Caviar, the world champion horse, and now has a life-size bronze statue sitting pride of place at Jacobson's Outlook.

Sustainable Capacity Indicators

For the year ended 30 June 2020

Indicator/measure	Results				Material Variations
	2017	2018	2019	2020	
Population					
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$2,614.58	\$3,031.18	\$2,691.78	\$2,647.81	
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$24,806.95	\$24,569.20	\$24,376.51	\$23,056.21	
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	4.36	4.41	4.49	4.89	No material variations
<i>Own-source revenue</i> <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,943.07	\$1,972.55	\$1,991.64	\$1,991.84	No material variations
<i>Recurrent grants</i> <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$999.52	\$747.68	\$671.58	\$766.72	Increase in Roads to Recovery funding
<i>Disadvantage</i> <i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile]	3.00	4.00	4.00	4.00	

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2020

Service/indicator/measure	Results				Material Variations
	2017	2018	2019	2020	
Aquatic facilities					
<i>Utilisation</i>					
<i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	3.75	3.44	2.90	1.82	Aquatic facilities closed due to bushfire smoke, mechanical issues
Animal management					
<i>Health and safety</i>					
<i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	New in 2020	New in 2020	New in 2020	0.00	No prosecutions in 2019/20
<i>Animal management</i> <i>Health and Safety</i> <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	0.00	0.00	0.00	Retired in 2020	
Food safety					
<i>Health and safety</i>					
<i>Critical and major non-compliance notifications</i> [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non- compliance notifications and major non- compliance notifications about food premises] x100	0.00%	0.00%	100.00%	86.67%	13 out of 15 notifications followed up

Service/indicator/measure	Results				Material Variations
	2017	2018	2019	2020	
Governance					
<i>Satisfaction</i>					
<i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	38.00	48.00	55.00	49.00	
Libraries					
<i>Participation</i>					
<i>Active library members</i> [Number of active library members / Municipal population] x100	23.11%	22.30%	23.32%	24.17%	No material variation
Maternal and child health					
<i>Participation</i>					
<i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	83.87%	77.87%	73.96%	73.94%	No material variation
<i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	100%	92.31%	87.50%	87.18%	No material variation
Roads					
<i>Satisfaction</i>					
<i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	43.00	47.00	51.00	51.00	

Service/indicator/measure	Results				Material Variations
	2017	2018	2019	2020	
Statutory Planning					
<i>Decision making</i>					
<i>Council planning decisions upheld at VCAT</i>	0.00%	0.00%	0.00%	50.00%	2 appeals, one of which was upheld
[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100					
Waste Collection					
<i>Waste diversion</i>					
<i>Kerbside collection waste diverted from landfill</i>	70.30%	69.75%	69.41%	70.27%	No material variation
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100					
<p>Definitions</p> <p>"Aboriginal child" means a child who is an Aboriginal person</p> <p>"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006</p> <p>"active library member" means a member of a library who has borrowed a book from the library</p> <p>"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act</p> <p>"CALD" means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English</p> <p>"class 1 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 1 food premises under section 19C of that Act</p> <p>"class 2 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 2 food premises under section 19C of that Act</p> <p>"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth</p> <p>"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health</p> <p>"food premises" has the same meaning as in the Food Act 1984</p> <p>"HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the Home and Community Care Act 1985 of the</p>					

Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

Financial Performance Indicators

For the year ended 30 June 2020

Dimension/indicator/ measure	Results				Forecasts				Material Variations
	2017	2018	2019	2020	2021	2022	2023	2024	
Efficiency									
<i>Revenue level</i>									
<i>Average rate per property assessment</i>	New in 2020	New in 2020	New in 2020	\$2,141.75	\$2,154.38	\$2,208.25	\$2,263.50	\$2,320.00	
[General rates and Municipal Charges/Number of property assessments]									
<i>Revenue Level</i>	\$1,967.20	\$1,998.20	\$2,035.00	Retired in 2020					
<i>Average Residential rate per residential property assessment</i>									
[Residential rate revenue/Number of residential property assessments]									
<i>Expenditure level</i>									
<i>Expenses per property assessment</i>	\$3,375.75	\$3,961.38	\$3,581.75	\$3,568.25	\$3,951.25	\$3,724.00	\$3,814.38	\$3,891.50	
[Total expenses / Number of property assessments]									

Dimension/indicator/ measure	Results				Forecasts				Material Variations
	2017	2018	2019	2020	2021	2022	2023	2024	
<i>Workforce turnover Resignations and terminations compared to average staff [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100</i>	12.70%	8.50%	17.40%	20.6%	9.43%	9.43%	9.43%	9.43%	
<i>Liquidity Working capital Current assets compared to current liabilities [Current assets / Current liabilities] x100</i>	244.00%	281.00%	215.08%	264.74%	207.32%	114.71%	113.61%	130.07%	
<i>Unrestricted cash Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100</i>	197.06%	138.10%	91.96%	-14.86%	174.97%	76.49%	75.79%	91.23%	2020 \$13.7 m now classified as other Financial assets not Cash and Investments as previously
<i>Obligations Asset Renewal Asset renewal compared to depreciation [Asset renewal expense/Asset depreciation] x100</i>	98.28%	147.87%	147.17%	Retired in 2020					

Dimension/indicator/ measure	Results				Forecasts				
	2017	2018	2019	2020	2021	2022	2023	2024	Material Variations
<i>Asset renewal and upgrade compared to depreciation</i>									
<i>Asset renewal and upgrade compared to depreciation</i> [Asset renewal and upgrade expenses / Asset depreciation] x100	New in 2020	New in 2020	New in 2020	107.16%	183.39%	193.42%	73.21%	73.94%	
<i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	6.65%	3.73%	2.65%	1.86%	26.52%	23.99%	21.54%	19.17%	Borrowings repaid, no new borrowings
<i>Loans and borrowings repayments compared to rates</i>	3.13%	3.05%	1.17%	0.82%	0.51%	2.42%	2.34%	2.25%	Borrowings repaid, no new borrowings
<i>Indebtedness</i> <i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue]x100	9.53%	30.38%	24.74%	26.79%	56.11%	45.81%	22.80%	20.60%	

Dimension/indicator/ measure	Results				Forecasts				Material Variations
	2017	2018	2019	2020	2021	2022	2023	2024	
Operating position <i>Adjusted underlying result</i> <i>Adjusted underlying surplus (or deficit)</i> [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	11.41%	-6.33%	1.03%	9.07%	8.45%	2.95%	1.49%	3.38%	Movement due to change of Accounting Standard for Grant recognition
Stability <i>Rates concentration</i> <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	59.27%	62.16%	65.73%	63.15%	57.75%	66.58%	67.64%	66.65%	No material variation
<i>Rates effort</i> <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.64%	0.64%	0.58%	0.56%	0.56%	0.57%	0.58%	0.59%	No material variation
<p>Definitions "adjusted underlying revenue" means total income other than: (a) non-recurrent grants used to fund capital expenditure; and (b) non-monetary asset contributions; and (c) contributions to fund capital expenditure from sources other than those referred to above "adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure "asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability "current assets" has the same meaning as in the AAS "current liabilities" has the same meaning as in the AAS "non-current assets" means all assets other than current assets "non-current liabilities" means all liabilities other than current liabilities "non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again</p>									

during the period covered by a council's Strategic Resource Plan
"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)
"population" means the resident population estimated by council
"rate revenue" means revenue from general rates, municipal charges, service rates and service charges
"recurrent grant" means a grant other than a non-recurrent grant
"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties
"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year
"unrestricted cash" means all cash and cash equivalents other than restricted cash.

Other Information

For the year ended 30 June 2020

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its strategic resource plan on 14 July 2020 and which forms part of the council plan. The strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The strategic resource plan can be obtained by contacting council.

Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.



Upul Sathurusinghe

Principal Accounting Officer

Date : 20 October 2020, Euroa, Victoria

In our opinion, the accompanying performance statement of the Shire of Strathbogie for the year ended 30 June 2020 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate. We have been authorised by the council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify this performance statement in its final form.



Amanda McClaren

Councillor

Date: 20 October 2020, Euroa, Victoria



Robert Gardner

Councillor

Date: 20 October 2020, Euroa, Victoria



Julie Salomon

Chief Executive Officer

Date: 20 October 2020, Euroa, Victoria



Independent Auditor's Report

To the Councillors of Strathbogrie Shire Council

Opinion	<p>I have audited the accompanying performance statement of Strathbogrie Shire Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • description of municipality for the year ended 30 June 2020 • sustainable capacity indicators for the year ended 30 June 2020 • service performance indicators for the year ended 30 June 2020 • financial performance indicators for the year ended 30 June 2020 • notes to the performance statement and • the certification of the performance statement. <p>In my opinion, the performance statement presents fairly, in all material respects, the performance of the council for the year ended 30 June 2020 in accordance with the performance reporting requirements of Part 6 of the <i>Local Government Act 1989</i>.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors is responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 1989</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>
Auditor's responsibilities for the audit of the performance statement	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance</p>

Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
30 October 2020



Sanchu Chummar

as delegate for the Auditor-General of Victoria



Annual Financial Report

For the year ended
30 June 2020



Strathbogie
shire

**Strathbogie Shire Council
Financial Report
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**Strathbogie Shire Council
2019/2020 Financial Report**

Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, the Australian Accounting Standards and other mandatory professional reporting requirements.


Upul Sathurusinghe CPA
Principal Accounting Officer

Date : 20 October 2020
Euroa

In our opinion the accompanying financial statements present fairly the financial transactions of Strathbogie Shire Council for the year ended 30 June 2020 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial statements in their final form.



Amanda McClaren
Councillor
Date : 20 October 2020
Euroa



Robert 'Boj' Gardner
Councillor

Date : 20 October 2020
Euroa



Julie Salomon
Chief Executive Officer

Date : 20 October 2020
Euroa


Independent Auditor's Report

To the Councillors of Strathbogrie Shire Council

Opinion	<p>I have audited the financial report of Strathbogrie Shire Council (the council) which comprises the:</p> <ul style="list-style-type: none">• balance sheet as at 30 June 2020• comprehensive income statement for the year then ended• statement of changes in equity for the year then ended• statement of cash flows for the year then ended• statement of capital works for the year then ended• notes to the financial statements, including significant accounting policies• certification of the financial report. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2020 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the <i>Local Government Act 1989</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors's responsibilities for the financial report	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

Auditor's responsibilities for the audit of the financial report	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.</p> <p>As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:</p> <ul style="list-style-type: none">• identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.• obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control• evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors• conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.• evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation. <p>I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.</p>
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MELBOURNE
30 October 2020



Sanchu Chummar

as delegate for the Auditor-General of Victoria

Strathbogie Shire Council
2019/2020 Financial Report

**Comprehensive Income Statement
For the Year Ended 30 June 2020**

	Note	2020 \$	2019 \$
Income			
Rates and charges	3.1	19,824,720	19,077,636
Statutory fees and fines	3.2	401,667	537,718
User fees	3.3	663,298	802,550
Grants - operating	3.4	7,405,568	6,587,782
Grants - capital	3.4	4,174,796	6,129,548
Contributions - monetary	3.5	355,983	386,742
Contributions - non monetary	3.5	-	748,380
Net gain (or loss) on disposal of property, infrastructure, plant and equipment	3.6	99,764	72,133
Share of net profits (or loss) of associates and joint ventures	6.3	8,714	-
Other income	3.7	474,943	711,670
Total income		33,409,443	35,054,199
Expenses			
Employee costs	4.1	(10,334,810)	(10,455,706)
Materials and services	4.2	(11,318,009)	(11,398,828)
Depreciation	4.3	(6,030,979)	(5,929,723)
Amortisation - intangible assets	4.4	(59,845)	-
Amortisation - right of use assets	4.5	(199,732)	-
Bad and doubtful debts	4.6	(50,233)	-
Borrowing costs	4.7	(25,783)	(36,015)
Share of net profits (or loss) of associates and joint ventures	6.3	-	(17,555)
Finance costs - leases	4.8	(21,467)	-
Other expenses	4.9	(505,109)	(817,424)
Total expenses		(28,545,967)	(28,655,251)
Surplus(deficit) for the year		4,863,476	6,398,908
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	6.2	(17,565,870)	(2,655,794)
Total comprehensive result		(12,702,394)	3,743,114

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Strathbogie Shire Council
2019/2020 Financial ReportBalance Sheet
As at 30 June 2020

	Note	2020 \$	2019 \$
Assets			
Current assets			
Cash and cash equivalents	5.1	2,873,672	10,616,477
Trade and other receivables	5.1	3,118,075	3,532,818
Other financial assets	5.1	13,704,764	-
Non-current assets classified as held for sale	6.1	690,384	273,000
Other assets	5.2	762,932	1,538,959
Total current assets		21,149,827	15,961,254
Non-current assets			
Trade and other receivables	5.1	57,513	83,325
Other financial assets	5.1	2,032	2,032
Investments in associates, joint arrangements and subsidiaries	6.3	227,146	218,432
Property, infrastructure, plant and equipment	6.2	280,818,279	292,152,621
Right-of-use assets	5.8	872,530	-
Intangible assets	5.2	106,703	-
Total non-current assets		282,084,203	292,456,410
Total assets		303,234,030	308,417,664
Liabilities			
Current liabilities			
Trade and other payables	5.3	2,154,303	3,089,020
Trust funds and deposits	5.3	381,474	685,487
Unearned income	5.3	1,441,712	-
Provisions	5.5	3,695,814	3,511,174
Interest-bearing liabilities	5.4	86,116	136,373
Lease liabilities	5.8	230,029	-
Total current liabilities		7,989,448	7,422,054
Non-current liabilities			
Trust funds and deposits	5.3	64,203	64,203
Provisions	5.5	4,752,639	4,812,215
Interest-bearing liabilities	5.4	282,425	368,541
Lease liabilities	5.8	652,421	-
Total non-current liabilities		5,751,688	5,244,959
Total liabilities		13,741,137	12,667,013
Net assets		289,492,893	295,750,651
Equity			
Accumulated surplus		98,252,685	93,389,208
Reserves	9.1	191,240,208	202,361,443
Total Equity		289,492,893	295,750,651

The above balance sheet should be read in conjunction with the accompanying notes.

Strathbogie Shire Council
2019/2020 Financial Report

Statement of Changes in Equity
For the Year Ended 30 June 2020

	Note	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
		\$	\$	\$	\$
2020					
Balance at beginning of the financial year		295,750,650	93,389,208	201,502,484	858,958
Impact of change in accounting policy - AASB 15 Revenue from Contracts with Customers	10	-	-	-	-
Impact of change in accounting policy - AASB 1058 Income of Not-for-Profit Entities	10	-	-	-	-
Impact of change in accounting policy - AASB 16 Leases	5.8	-	-	-	-
Adjusted Opening balance		295,750,650	93,389,208	201,502,484	858,958
Surplus/(deficit) for the year		4,863,476	4,863,476	-	-
Net asset revaluation increment/(decrement)	6.2	(17,565,870)	-	(17,565,870)	-
Assets recognised first time	6.2	6,444,636	-	6,444,636	-
		289,492,892	98,252,684	190,381,250	858,958
Balance at end of the financial year		289,492,892	98,252,684	190,381,250	858,958
2019					
Balance at beginning of the financial year		292,007,536	86,990,300	204,158,278	858,958
Surplus/(deficit) for the year		6,398,908	6,398,908	-	-
Net asset revaluation increment/(decrement)	6.2	(2,655,794)	-	(2,655,794)	-
Balance at end of the financial year		295,750,650	93,389,208	201,502,484	858,958

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Strathbogie Shire Council
2019/2020 Financial ReportStatement of Cash Flows
For the Year Ended 30 June 2020

	Note	2020 Inflows/ (Outflows) \$	2019 Inflows/ (Outflows) \$
Cash flows from operating activities			
Rates and charges		19,149,820	18,789,132
Statutory fees and fines		401,657	537,718
User fees		527,310	802,550
Grants - operating		9,091,084	4,434,221
Grants - capital		5,595,329	6,109,464
Contributions - monetary		359,165	370,242
Interest received		179,278	228,732
Dividends received		-	586
Trust funds and deposits taken		1,703,481	1,863,597
Other receipts		459,685	168,489
Net GST refund/payment		1,781,544	2,355,628
Employee costs		(10,209,745)	(10,167,224)
Materials and services		(13,843,090)	(13,211,326)
Trust funds and deposits repaid		(1,985,486)	(1,949,546)
Other payments		(334,169)	(366,032)
Net cash provided by/(used in) operating activities		12,875,863	9,966,232
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	6.2	(6,770,973)	(13,789,970)
Payments for intangible assets	5.2 (b)	(31,629)	-
Proceeds from sale of property, infrastructure, plant and equipment		262,134	584,157
Payments for investments - Other Financial Assets		(13,704,764)	-
Net cash provided by/(used in) investing activities		(20,245,232)	(13,205,813)
Cash flows from financing activities			
Finance costs		(25,783)	(36,015)
Repayment of borrowings		(136,373)	(185,720)
Repayment of lease liabilities		(211,279)	-
Net cash provided by/(used in) financing activities		(373,435)	(221,735)
Net increase (decrease) in cash and cash equivalents		(7,742,804)	(3,461,316)
Cash and cash equivalents at the beginning of the financial year		10,616,477	14,077,793
Cash and cash equivalents at the end of the financial year		2,873,672	10,616,477
Financing arrangements	5.6		
Restrictions on cash assets	5.1		

The above statement of cash flows should be read in conjunction with the accompanying notes.

Strathbogie Shire Council
2019/2020 Financial ReportStatement of Capital Works
For the Year Ended 30 June 2020

	Note	2020 \$	2019 \$
Property			
Buildings		1,104,510	1,033,441
Total property		1,104,510	1,033,441
Plant and equipment			
Plant, machinery and equipment		353,183	659,068
Fixtures, fittings and furniture		223,985	214,849
Intangible Assets		31,629	-
Total plant and equipment		608,796	873,917
Infrastructure			
Roads		3,219,159	8,375,415
Bridges and culverts		206,434	1,852,102
Footpaths and cycleways		317,817	133,716
Drainage		132,183	747,652
Parks, open space and streetscapes		1,213,703	803,727
Total infrastructure		5,089,297	11,912,612
Total capital works expenditure		6,802,602	13,819,970
Represented by:			
New asset expenditure		340,246	2,242,729
Asset renewal expenditure		4,863,710	8,725,654
Asset expansion expenditure		-	37,856
Asset upgrade expenditure		1,598,646	2,783,731
Total capital works expenditure		6,802,602	13,789,970

The above statement of capital works should be read in conjunction with the accompanying notes.

Strathbogrie Shire Council
2019/2020 Financial Report

Notes to the Financial Report for the
Year ended 30 June 2020

OVERVIEW

Introduction

The Strathbogrie Shire Council was established by an Order of the Governor in Council on 18 November 1994 and is a body corporate. The Council's main office is located at the corner of Binney and Bury Streets, Euroa, Victoria 3666.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of employee provisions (refer to Note 5.5)
- the determination of landfill provisions (refer to Note 5.5)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 Revenue from Contracts with Customers or AASB 1068 Income of Not-for-Profit Entities (refer to Note 3)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- other areas requiring judgements

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation (except where transitional requirements of AASB 15 Revenue from Contracts with Customers, AASB 16 Leases and AASB 1068 Income of Not-for-Profit Entities do not require restatement of comparatives under the modified retrospective approach adopted by the Council), and disclosure has been made of any material changes to comparatives.

(b) COVID 19

On 30 January 2020, COVID 19 was declared as a global pandemic by world health organisation. Since then, various measures were taken by all three levels of Government in Australia to reduce the spread of COVID-19. This crisis and measures taken to mitigate it has impacted council operations in the following areas for the financial year ended 30 June 2020:

- In response to significant decrease in demand / government directive amidst the COVID-19 outbreak, the libraries and community centres were closed. These closures resulted in a decrease in the council user fee revenue less than \$50,000.
- Council activated its hardship policy in response to this crisis on 1/05/ 2020. Take up has been minimal (<\$10,000) with an increased number of ratepayers entering into repayment arrangements.
- Council extended the payment date for the 4th instalment until 30 June 2020 and in July payments of approx. \$150,000 more than in July 2019 were received, meaning a net increase in rate debtors of approx. \$550,000.
- Financial impact till date from deferral of rates revenue/ interest free period is \$10,000. This has also resulted in the debtor balance as at 30 June 2020 to increase by \$709,000 compared to last year.

Strathbogie Shire Council
2019/2020 Financial ReportNotes to the Financial Report for the
Year ended 30 June 2020**Note 1 Performance against budget**

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$100,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

	Budget	Actual	Variance	Variance	Ref
	2020	2020	2020	2020	
Income	\$	\$	\$	%	
Rates and charges	19,844,000	19,824,720	(19,280)	0%	
Statutory fees and fines	530,000	401,657	(128,343)	-24%	1
User fees	771,000	663,298	(107,702)	-14%	2
Grants - operating	3,316,000	7,405,568	4,089,568	123%	3
Grants - capital	4,334,000	4,174,796	(159,204)	-4%	4
Contributions - monetary	373,000	355,983	(17,017)	-5%	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	(500,000)	99,764	599,764	-120%	5
Share of net profits/(losses) of associates and joint ventures	-	8,714	8,714	0%	
Other income	416,000	474,943	58,943	14%	6
Total income	29,084,000	33,409,443	4,325,443	15%	
Expenses					
Employee costs	10,483,000	10,334,810	148,190	1%	7
Materials and services	11,488,000	11,318,009	169,991	1%	8
Depreciation	5,900,000	6,030,979	(130,979)	-2%	9
Amortisation - Intangible assets	-	59,845	(59,845)	0%	
Amortisation - Right of use assets	-	199,732	(199,732)	0%	10
Bad and doubtful debts	-	50,233	(50,233)	0%	
Borrowing costs	23,000	25,783	(2,783)	-12%	11
Finance costs - Leases	-	21,467	(21,467)	0%	
Other expenses	300,000	505,109	(205,109)	-68%	12
Total expenses	28,194,000	28,545,967	(351,967)	-1%	
Surplus/(deficit) for the year	890,000	4,863,476	3,973,476	446%	

(i) Explanation of material variations

1	Statutory fees and fines	Reduction in animal registration (\$26K), building fee (\$29K), written off health registration due to COVID-19 (\$62K) and subdivision fees (\$12K)
2	User fees	Reduction in fees due to less economic activities from COVID-19 impact. Some reductions are cinema (\$9K), saleyard (\$23k) and miscellaneous (\$155K).
3	Grants - operating	Increase due to early payment of 50% Grants Commission 2020/21 allocation (\$2.8 million); unbudgeted grants 'Working for Victoria' (\$752K) and storm event grant accrual (\$379K).
4	Grants - capital	Additional grants of R2R (\$720K), unbudgeted drought relief grants (\$900K) less unearned grant income (\$1,165K).
5	Net gain/(loss) on disposal of property, infrastructure, plant and equipment	Budgeted fleet replacement program has been delayed until 2020/21 financial year.
6	Other income	Miscellaneous income increase (\$39K), insurance recoveries (\$22K) and rent income (\$13K)
7	Employee costs	Savings due to vacancies during the year.
8	Materials and services	Unbudgeted emergency management (\$434K), savings in building maintenance (\$330K), general maintenance (\$376K) and consulting (\$236K).
9	Depreciation	Change in assets value after revaluation of buildings and recognition of heritage assets.
10	Amortisation - Right of use assets	Recognition of new expense under new accounting standard.
11	Borrowing costs	Minor variance due to lower interest expense in the budget.
12	Other expenses	Increased audit expenditure (\$22K) and other minor variations.

Strathbogie Shire Council
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1.2 Capital works

	Budget 2020	Actual 2020	Variance	Variance	Ref
	\$	\$	\$	%	
Property					
Buildings	2,027,000	1,104,510	(922,490)	-46%	1
Total property	2,027,000	1,104,510	(922,490)	-46%	
Plant and equipment					
Plant, machinery and equipment	1,100,000	353,183	(746,817)	-68%	2
Fixtures, fittings and furniture	505,000	223,985	(281,016)	-56%	3
Intangible Assets	-	31,629	31,629	0%	
Total plant and equipment	1,605,000	608,796	(996,204)	-62%	
Infrastructure					
Roads	7,017,000	3,219,159	(3,797,841)	-54%	4
Bridges	954,000	206,434	(747,566)	-78%	5
Footpaths and cycleways	274,000	317,817	43,817	16%	6
Drainage	907,000	132,183	(774,817)	-85%	7
Parks, open space and streetscapes	1,871,000	1,213,703	(657,297)	-35%	8
Total infrastructure	11,023,000	5,089,297	(5,933,703)	-54%	
Total capital works expenditure	14,655,000	6,802,602	(7,852,398)	-54%	
Represented by:					
New asset expenditure	733,000	340,246	(392,754)	-54%	
Asset renewal expenditure	10,478,000	4,863,710	(5,614,290)	-54%	
Asset upgrade expenditure	3,444,000	1,598,646	(1,845,354)	-54%	
Total capital works expenditure	14,655,000	6,802,602	(7,852,398)	-54%	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Buildings	Carried forward projects Nagambie High Street Toilets (\$362K), Euroa RSL Clubroom Expansion (\$148K) and other projects (\$541K) which partly offset by overspent in some projects.
2	Plant, machinery and equipment	Fleet replacement delayed to 2020/21 (\$500K).
3	Fixtures, fittings and furniture	Carry forward Euroa theatre seating (\$60K), IT replacement (\$199K).
4	Roads	Projects carry forward to next year due to project delays which include road rehabilitation (\$2.5m), roads zero class program (\$307K) and other road projects (\$607K).
5	Bridges	Carry forward bridges (\$63K) and unbudgeted Moormbool road (\$110K)
6	Footpaths and cycleways	Unbudgeted projects from drought funding (\$114K).
7	Drainage	Carry forward projects (\$591K).
8	Parks, open space and streetscapes	Carry forward Nagambie active open space (\$416K), Nagambie rec. reserve (\$250K).

Strathbogie Shire Council
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Note 2 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

2 (a) Community & Planning

Community & Planning provides high quality community focused programs. Service areas include maternal and child health, youth, seniors, community grants, arts and culture, tourism and economic development programs. It also includes strategic and statutory land use planning.

Corporate Leadership

Corporate Leadership provides effective governance, policy development, communication and human resources.

Corporate Operations

Corporate Operations provides strategic and financial management of the organisation. Service areas include regulatory services, local laws, financial management, emergency management, assets management, operations and emergency management.

Mayor & Councillors

Mayor & Councillors provides services for mayor and elected members.

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Notes to the Financial Report for the
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2 (b) Summary of revenues, expenses, assets and capital expenses by program

	Income	Expenses	Surplus / (Deficit)	Grants included in income	Total assets
	\$	\$	\$	\$	\$
2020					
Community & Planning	2,119,604	(4,391,647)	(2,272,043)	1,636,548	46,650,962
Corporate Leadership	26,081	(2,273,961)	(2,247,880)	-	24,155,509
Corporate Operations	31,257,163	(21,570,860)	9,686,303	9,943,816	229,139,857
Mayor & Councillors	6,595	(309,499)	(302,904)	-	3,287,702
	33,409,443	(28,545,967)	4,863,476	11,580,364	303,234,030

	Income	Expenses	Surplus / (Deficit)	Grants included in income	Total assets
	\$	\$	\$	\$	\$
2019					
Community & Planning	6,289,656	(5,243,401)	1,046,255	5,571,814	64,321,760
Corporate Leadership	96,144	(2,049,727)	(1,953,583)	-	25,144,377
Corporate Operations	25,152,026	(17,502,713)	7,649,313	7,145,516	214,644,629
Mayor & Councillors	4,015	(351,091)	(347,076)	-	4,306,898
	31,541,841	(25,146,932)	6,394,909	12,717,330	308,417,664

Note: Council has done an organisation restructure during 2019/20 financial year. Comparatives has been adjusted to reflect the new organisation structure.

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Year ended 30 June 2020

Note 3	Funding for the delivery of our services	2020	2019
3.1	Rates and charges	\$	\$
	Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the valuation of the land and all improvements on the land.		
	The valuation base used to calculate general rates for 2019/20 was \$3.514 million (2018/19 \$3.270 million).		
	General rates	16,220,930	14,679,052
	Municipal charge	913,057	1,808,780
	Waste management charge	2,689,797	2,542,519
	Special rates and charges	936	47,285
	Total rates and charges	19,824,720	19,077,636
	The date of the latest general revaluation of land for rating purposes within the municipal district was 01 January 2020, and the valuation will be first applied in the rating year commencing 01 July 2020.		
	Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.		
3.2	Statutory fees and fines		
	Building fees	66,113	80,310
	Planning fees	217,164	248,395
	Health registrations	14,212	69,792
	Animal registrations	83,824	96,529
	Land information certificates	16,983	18,204
	Fire Prevention Notice Infringements	3,361	24,488
	Total statutory fees and fines	401,657	537,718
	Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.		
3.3	User fees		
	Tip fees	148,373	122,972
	Nagambie Lakes events	20,320	35,239
	Saleyard operations revenue	231,965	293,117
	Swimming pools revenue	10,193	23,432
	Rent/lease Charges	93,337	90,573
	Euroa Cinema	54,520	72,131
	Septic tank fees	14,787	14,101
	Other user charges and contributions	89,803	150,985
	Total user fees	663,298	802,550
	User fees by timing of revenue recognition		
	User fees recognised at a point in time	663,298	802,550
	Total user fees	663,298	802,550
	User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.		
3.4	Funding from other levels of government		
	Grants were received in respect of the following :		
	Summary of grants		
	Commonwealth funded grants	8,659,624	6,640,613
	State funded grants	2,920,741	6,076,717
	Total grants received	11,580,365	12,717,330

Strathbogrie Shire Council
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Year ended 30 June 2020

	2020	2019
	\$	\$
(a) Operating Grants		
<i>Recurrent - Commonwealth Government</i>		
Financial Assistance Grants	5,592,672	5,717,136
Senior Citizens Grants	2,600	2,600
<i>Recurrent - State Government</i>		
Maternal & Child Health	196,893	164,940
Community Safety	9,763	40,146
Youth	94,167	91,667
Pests and Plants Program	60,231	58,364
Municipal Emergency Resource Programme	60,000	60,000
Supported Playgroup	34,981	75,387
Vulnerable Persons Register	17,947	17,691
Boat Ramp Maintenance	8,500	-
School Crossing Supervision	24,696	-
Other	4,960	-
Total recurrent operating grants	6,107,410	6,227,931
<i>Non-recurrent - Commonwealth Government</i>		
Environmental planning	5,000	-
<i>Non-recurrent - State Government</i>		
Revaluation Assistance	-	29,927
LGA Small Scale Infrastructure Grant	10,395	12,455
Recreation-Non Capital	-	15,000
Southern Aurora Commemoration	-	150,000
Recycling - Non-recurrent	-	11,140
Local Government Energy Saver Grants - Operating	-	23,908
Free From Violence Project	-	69,941
Carbon Crunching Grant	-	32,480
Vic Health Walk To School	-	15,000
Emergency & Disaster Management	378,861	-
Working for Victoria	751,631	-
Planning and Business Case	59,271	-
Greening Euroa	-	-
Creative Victoria-Youth	25,000	-
Water/Waterways Management	28,000	-
Rural Council Victoria Summit	40,000	-
Total non-recurrent operating grants	1,298,158	359,851
Total operating grants	7,405,568	6,587,782

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	2020	2019
	\$	\$
(b) Capital Grants		
<i>Recurrent - Commonwealth Government</i>		
Roads to recovery	2,159,352	920,877
Total recurrent capital grants	2,159,352	920,877
<i>Non-recurrent - Commonwealth Government</i>		
Drought Funding	900,000	-
<i>Non-recurrent - State Government</i>		
Local Government Energy Saver Grants - Capital	-	50,000
Roads and Bridges	886,194	550,000
Buildings	175,000	103,834
Recreation	59,300	403,700
Footpaths	33,000	-
Pick My Project	9,950	81,409
Water Management	-	32,000
Other Flood Recovery Grants	18,720	123,084
Flood Event 12/2017-Capital *	(127,125)	3,864,644
Environment	60,406	-
Total non-recurrent capital grants	2,015,444	5,208,671
Total capital grants	4,174,796	6,129,548

(c) Unspent grants received on condition that they be spent in a specific manner

<i>Operating</i>		
Balance at start of year	30,000	399,696
Received during the financial year and remained unspent at balance date	273,582	30,000
Received in prior years and spent during the financial year	30,000	399,696
Balance at year end	<u>273,582</u>	<u>30,000</u>
<i>Capital</i>		
Balance at start of year	-	-
Received during the financial year and remained unspent at balance date	1,164,948	-
Received in prior years and spent during the financial year	-	-
Balance at year end	<u>1,164,948</u>	<u>-</u>

Grant income is recognised at the point in time when the council satisfies its performance obligations as specified in the underlying agreement.

* Debit balance in grant income is due to reversal of excess income accrued in 2018/19 which include flood event grant \$112,125 and Southern Aurora Memorial Garden grant \$15,000.

3.5 Contributions

Monetary	355,983	386,742
Non-monetary	-	748,380
Total contributions	<u>355,983</u>	<u>1,135,122</u>

Contributions of non monetary assets were received in relation to the following asset classes.

Roads	-	174,189
Bridges	-	41,513
Land under roads	-	30,600
Footpaths	-	97,940
Drainage	-	383,388
Other	-	20,750
Total non-monetary contributions	<u>-</u>	<u>748,380</u>

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Proceeds of sale	262,134	584,157
Written down value of assets disposed	(162,370)	(512,024)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	<u>99,764</u>	<u>72,133</u>

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

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	2020	2019
	\$	\$
3.7 Other income		
Interest	182,861	232,886
Interest on rates	101,606	112,078
Diesel rebate	64,318	65,830
Insurance recoveries	22,586	92,829
Parental Leave Reimbursement	-	10,071
Other	103,572	197,976
Total other income	474,943	711,670
Interest is recognised as it is earned.		
Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.		
Note 4 The cost of delivering services		
4.1 (a) Employee costs		
Wages and salaries	8,981,108	9,086,602
WorkCover	173,593	203,259
Superannuation	828,063	815,758
Fringe benefits tax	134,925	175,489
Other	217,121	174,598
Total employee costs	10,334,810	10,455,706
(b) Superannuation		
Council made contributions to the following funds:		
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	61,144	74,084
Employer contributions - other funds	-	-
	61,144	74,084
Employer contributions payable at reporting date.		
	-	-
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	422,704	377,456
Employer contributions - other funds	326,921	354,787
	749,625	732,243
Employer contributions payable at reporting date.		
	17,295	9,431
Refer to note 9.3 for further information relating to Council's superannuation obligations.		
4.2 Materials and services		
Building maintenance	441,156	231,825
General maintenance	4,108,107	4,585,895
Utilities	267,025	383,019
Office administration	1,493,265	1,591,500
Information technology	687,652	627,637
Insurance	326,537	356,410
Consultants	1,235,190	1,355,922
Legal fees	134,774	122,530
Emergency Expense	434,399	-
Waste Management	2,189,904	2,144,090
Total materials and services	11,318,009	11,398,828

Strathbogie Shire Council
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	2020	2019
	\$	\$
4.3 Depreciation		
Property	985,866	987,595
Plant and equipment	382,357	496,287
Furniture and Equipment	221,613	199,703
Infrastructure	4,441,143	4,246,138
Total depreciation	<u>6,030,979</u>	<u>5,929,723</u>
<i>Refer to note 5.2(c), 5.8 and 6.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.</i>		
4.4 Amortisation - Intangible assets		
Software	59,845	-
Total Amortisation - Intangible assets	<u>59,845</u>	<u>-</u>
4.5 Amortisation - Right of use assets		
Property	9,206	-
Plant and equipment	190,526	-
Total Amortisation - Right of use assets	<u>199,732</u>	<u>-</u>
4.6 Bad and doubtful debts		
Rates debtors	429	-
Other debtors	49,804	-
Total bad and doubtful debts	<u>50,233</u>	<u>-</u>
Movement in provisions for doubtful debts		
Balance at the beginning of the year	7,025	7,025
New provisions recognised during the year	28,806	-
Balance at end of year	<u>35,831</u>	<u>7,025</u>
Provision for doubtful debt is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.		
4.7 Borrowing costs		
Interest - Borrowings	25,783	36,015
Less capitalised borrowing costs on qualifying assets	-	-
Total borrowing costs	<u>25,783</u>	<u>36,015</u>
Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.		
4.8 Finance Costs - Leases		
Interest - Lease Liabilities	21,467	-
Total finance costs	<u>21,467</u>	<u>-</u>
4.9 Other expenses		
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	48,400	35,000
Auditors' remuneration - Internal	50,890	88,857
Councillors' allowances	196,479	201,423
Other Councillor expenses	11,724	40,753
WDV of Infrastructure Assets Renewed	170,940	451,391
Election Expenses	26,676	-
Total other expenses	<u>505,109</u>	<u>817,424</u>

Strathbogie Shire Council
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Note 5	Our financial position	2020	2019
5.1	Financial assets	\$	\$
	(a) Cash and cash equivalents		
	Cash on hand	1,827	2,770
	Cash at bank	1,621,845	2,408,995
	Term deposits	1,250,000	8,204,712
	Total cash and cash equivalents	2,873,672	10,616,477
	(b) Other financial assets		
	Share in MAV Purchasing Scheme	2,032	2,032
	Term deposits	13,704,764	-
	Total other financial assets	13,706,796	2,032
	Total financial assets	16,580,468	10,618,509
	Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
	- Trust funds and deposits (Note 5.3)	445,677	749,690
	Total restricted funds	445,677	749,690
	Total unrestricted cash and cash equivalents	2,427,995	9,866,787
	Intended allocations		
	Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
	- Cash held to fund carried forward capital works	3,498,000	2,933,000
	- Open space reserve	108,958	108,958
	- Bridge replacement reserve	-	750,000
	- Caravan Park (operating and capital expense)	73,289	-
	Total funds subject to intended allocations	3,680,247	3,791,958

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

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	2020	2019
	\$	\$
(c) Trade and other receivables		
Current		
Rates debtors	2,134,307	1,433,595
Special rate assessment	9,184	-
Net GST Receivable	212,575	344,459
Other debtors	797,840	1,761,789
Provision for doubtful debts - other debtors	(35,831)	(7,025)
Total current trade and other receivables	3,118,075	3,532,818
Non-current		
Statutory receivables		
Special rate scheme	57,513	83,325
Total non-current trade and other receivables	57,513	83,325
Total trade and other receivables	3,175,588	3,616,143

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(d) Ageing of Receivables

The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	504,879	887,792
Past due by up to 30 days	2,454	25,555
Past due between 31 and 180 days	163,932	424,156
Past due between 181 and 365 days	43,255	352,557
Past due by more than 1 year	83,320	71,729
Total trade and other receivables	797,840	1,761,789

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5.2 Non-financial assets	2020	2019
	\$	\$
(a) Other assets		
Prepayments	255,819	239,106
Accrued income	501,824	1,286,045
Inventories	5,289	13,808
Total other assets	762,932	1,538,959
(b) Intangible assets		
Software	106,703	-
Total intangible assets	106,703	-
	Software	Total
	\$	\$
Gross carrying amount		
Balance at 1 July 2019	888,419	888,419
Additions from internal developments	-	-
Other additions	31,629	31,629
Balance at 1 July 2020	920,048	920,048
Accumulated amortisation and impairment		
Balance at 1 July 2019	(753,499)	(753,499)
Amortisation expense	(59,845)	(59,845)
Balance at 1 July 2020	(813,344)	(813,344)
Net book value at 30 June 2019	134,920	134,920
Net book value at 30 June 2020	106,703	106,703
Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.		
	2020	2019
	\$	\$
5.3 Payables		
(a) Trade and other payables		
Trade payables	1,646,384	2,971,586
Accrued expenses	507,919	117,434
Total trade and other payables	2,154,303	3,089,020
(b) Trust funds and deposits		
Current		
Fire services levy	114,670	352,952
Retention amounts	133,432	178,103
Other refundable deposits	133,372	154,432
Total Current trust funds and deposits	381,474	685,487
Non-current		
Trust funds bequested	64,203	64,203
Total Non-Current trust funds and deposits	64,203	64,203
Total trust funds and deposits	445,677	749,690
(c) Unearned income		
Grants received in advance - Operating	273,582	-
Grants received in advance - Capital	1,164,948	-
Other	3,182	-
Total unearned income	1,441,712	-

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Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

5.4 Interest-bearing liabilities	2020	2019
	\$	\$
Current		
Bank overdraft	-	-
Borrowings - secured	86,116	136,373
	<u>86,116</u>	<u>136,373</u>
Non-current		
Borrowings - secured	282,425	368,541
	<u>282,425</u>	<u>368,541</u>
Total	<u>368,541</u>	<u>504,914</u>

Borrowings are secured by (insert security details)

(a) The maturity profile for Council's borrowings is:

Not later than one year	86,116	136,373
Later than one year and not later than five years	282,425	368,541
Later than five years	-	-
	<u>368,541</u>	<u>504,914</u>

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

5.5 Provisions

	Employee	Landfill restoration	Total
	\$	\$	\$
2020			
Balance at beginning of the financial year	2,746,190	5,577,198	8,323,388
Additional provisions	1,030,226	-	1,030,226
Amounts used	(888,515)	-	(888,515)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(36,911)	20,265	(16,646)
Balance at the end of the financial year	<u>2,850,990</u>	<u>5,597,463</u>	<u>8,448,453</u>
2019			
Balance at beginning of the financial year	2,538,065	5,496,841	8,034,906
Additional provisions	1,065,143	257,281	1,322,424
Amounts used	(1,020,109)	-	(1,020,109)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	163,091	(176,924)	(13,833)
Balance at the end of the financial year	<u>2,746,190</u>	<u>5,577,198</u>	<u>8,323,388</u>

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	2020	2019
	\$	\$
(a) Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	415,968	609,053
Long service leave	34,103	385,973
Other	31,444	31,444
	<u>481,515</u>	<u>1,026,470</u>
Current provisions expected to be wholly settled after 12 months		
Annual leave	578,246	432,896
Long service leave	1,551,652	1,051,808
	<u>2,129,898</u>	<u>1,484,704</u>
Total current employee provisions	<u>2,611,413</u>	<u>2,511,174</u>
Non-current		
Long service leave	239,577	235,016
Total non-current employee provisions	<u>239,577</u>	<u>235,016</u>
Aggregate carrying amount of employee provisions:		
Current	2,611,413	2,511,174
Non-current	239,577	235,016
Total aggregate carrying amount of employee provisions	<u>2,850,990</u>	<u>2,746,190</u>

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

Key assumptions:

- discount rate	0.87%	1.16%
- index rate	1.60%	2.00%

(b) Landfill restoration

Current	1,084,402	1,000,000
Non-current	4,513,062	4,577,199
	<u>5,597,464</u>	<u>5,577,199</u>

Council is obligated to restore Violet Town landfill site to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs. Council has engaged a contractor to estimate future restoration works, this work will be completed in early part of 2020/21 financial year.

Key assumptions:

- discount rate	0.87%	1.15%
- index rate	1.25%	2.25%

5.6 Financing arrangements

The Council has the following funding arrangements in place as at 30th June 2020.

Bank overdraft	2,290,000	2,290,000
Loan facilities	368,541	504,914
Credit card facilities	100,000	100,000
Total facilities	<u>2,758,541</u>	<u>2,894,914</u>
Used facilities	(376,363)	(517,410)
Unused facilities	<u>2,382,178</u>	<u>2,377,504</u>

Strathbogrie Shire Council
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The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$	\$	\$	\$	\$
2020					
Operating					
Open space management	219,391	-	-	-	219,391
Governance	90,497	-	-	-	90,497
Home care services	13,992	13,609	-	-	27,601
Cleaning contracts for council buildings	44,553	44,553	122	-	89,228
Total	368,433	58,162	122	-	426,717
Capital					
Buildings	-	-	-	-	-
Roads	-	-	-	-	-
Drainage	-	-	-	-	-
Total	-	-	-	-	-
2019					
Operating					
Open space management	798,378	453,564	-	-	1,251,942
Governance	74,618	101,728	101,728	-	278,074
Human Resources	12,944	14,005	14,005	-	40,954
Finance	26,756	26,756	80,268	-	133,780
Total	912,696	596,053	196,001	-	1,704,750
Capital					
Bridges	216,127	-	-	-	216,127
Roads	21,226	-	-	-	21,226
Plant	277,623	-	-	-	277,623
Total	514,976	-	-	-	514,976

5.8 Leases**Policy applicable before 1 July 2019**

As a lessee, council classifies leases as operating or finance leases based on its assessment of whether the lease transferred significantly all of the risks and rewards incidental to ownership of the underlying asset to council.

Operating lease payments, including any contingent rentals, were recognised as an expense in the comprehensive income statement on a straight-line basis over the lease term, except where another systematic basis is more representative of the time pattern of the benefits derived from the use of the leased asset. The leased asset was not recognised in the balance sheet.

All incentives for the agreement of a new or renewed operating lease were recognised as an integral part of the net consideration agreed for the use of the leased asset, irrespective of the incentive's nature or form or the timing of payments.

In the event that lease incentives were received to enter into operating leases, the aggregate cost of incentives were recognised as a reduction of rental expense over the lease term on a straight-line basis, unless another systematic basis was more representative of the time pattern in which economic benefits from the leased asset were consumed.

Strathbogie Shire Council
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Council has applied AASB 16 Leases using a modified retrospective approach with the cumulative effect of initial application recognised as an adjustment to the opening balance of accumulated surplus at 1 July 2019, with no restatement of comparative information. The council applied the approach consistently to all leases in which it is a lessee.

On transition to AASB 16 Leases, Council elected to apply the practical expedient to 'grandfather' the assessment of which transactions are leases. The council has applied this practical expedient to all of its contracts and therefore applied AASB 16 Leases only to contracts that were previously identified as leases.

At inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Council has elected to apply the temporary option available under AASB 16 Leases which allows not-for-profit entities to not measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

Right-of-Use Assets

	Property	Plant & Equipment	Total
	\$	\$	\$
Balance at 1 July 2019	36,822	644,775	681,597
Additions	-	390,665	390,665
Amortisation charge	(9,206)	(190,526)	(199,732)
Balance at 30 June 2020	27,616	844,914	872,530

Lease Liabilities

Maturity analysis - contractual undiscounted cash flows	2020
Less than one year	250,791
One to five years	690,556
More than five years	-
Total undiscounted lease liabilities as at 30 June:	941,347

Lease liabilities included in the Balance Sheet at 30 June:

Current	230,029
Non-current	652,421
Total lease liabilities	882,450

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Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$10,000) including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

	2020
	\$
Expenses relating to:	
Short-term leases	16,564
Leases of low value assets	-
Total	16,564
Variable lease payments (not included in measurement of lease liabilities)	-

i. Leases classified as operating leases under AASB 117 Leases

At transition, lease liabilities were measured at the present value of the remaining lease payments, discounted at Council's incremental borrowing rate as at 1 July 2019. Right-of-use assets are measured at an amount equal to the lease liability, adjusted by the amount of any prepaid or accrued lease payments. Council applied this approach to all applicable leases.

Council used the following practical expedients when applying AASB 16 Leases to leases previously classified as operating leases under AASB 117

- Applied a single discount rate to a portfolio of leases with similar characteristics.
- Adjusted the right-of-use assets by the amount of AASB 137 Provisions, Contingent Liabilities and Contingent Assets onerous contract provision immediately before the date of initial application, as an alternative to an impairment review.
- Applied the exemption not to recognise right-of-use assets and liabilities for leases with less than 12 months of lease term.
- Used hindsight when determining the lease term if the contract contains options to extend or terminate the lease.

ii. Leases previously classified as finance leases

For leases that were classified as finance leases under AASB 117 Leases, the carrying amount of the right-of-use asset and the lease liability at 1 July 2019 are determined at the carrying amount of the lease asset and lease liability under AASB 117 Leases immediately before that date.

Council is not required to make any adjustments on transition to AASB 16 Leases for leases in which it acts as a lessor, except for a sub-lease. Council accounted for its leases in accordance with AASB 16 Leases from the date of initial application.

Impact on financial statements

On transition to AASB 16 Leases, Council recognised an additional \$681,597 of right-of-use assets and \$681,597 of lease liabilities.

When measuring lease liabilities, Council discounted lease payments using its incremental borrowing rate at 1 July 2019. The weighted-average rate applied is 2.79%.

	2019
	\$
Operating lease commitment at 30 June 2019 as disclosed in Council's financial statements	455,297
Discounted using the incremental borrowing rate at 1 July 2019	(66,700)
Waste Management Contract	256,177
Property Lease	36,823
Finance lease liability recognised as at 1 July 2019	681,597

Note 6 Assets we manage

	2020	2019
	\$	\$
6.1 Non current assets classified as held for sale		
Cost of acquisition	690,384	273,000
Total non current assets classified as held for sale	690,384	273,000

Non-current assets classified as held for sale (including disposal groups) are measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

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6.2 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment

	At Fair Value 30 June 2019	Additions	Recognised First Time	Revaluation	Depreciation	Disposal	Write-off	Transfers	At Fair Value 30 June 2020
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Property	80,977,186	888,934	-	(19,107,070)	(985,886)	-	-	279,893	62,053,057
Plant and equipment	2,730,225	577,167	-	1,541,200	(603,970)	(162,370)	-	470,830	4,553,083
Infrastructure	206,528,180	4,385,005	6,444,635	-	(4,441,123)	(170,940)	-	282,199	213,027,957
Work in progress	1,917,030	919,868	-	-	-	-	(67,469)	(1,585,247)	1,184,182
	292,152,621	6,770,973	6,444,635	(17,565,870)	(6,030,979)	(333,310)	(67,469)	(552,324)	280,818,279

Summary of Work in Progress

	Opening WIP	Additions	Write-off	Transfers	Closing WIP
	\$	\$	\$	\$	\$
Property	770,334	215,576	(20,737)	(697,277)	267,896
Plant and equipment	-	-	-	-	-
Infrastructure	1,146,696	704,292	(46,732)	(887,969)	916,286
Total	1,917,030	919,868	(67,469)	(1,585,247)	1,184,183

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(a) Property

	Land - specialised	Land - non specialised	Land under roads	Total Land	Buildings - specialised	Buildings - non specialised	Total Buildings	Cultural and heritage assets	Work In Progress	Total Property
	\$	\$	\$	\$	\$	\$	\$		\$	\$
At fair value 1 July 2019	26,501,967	5,949,601	214,065	32,665,633	78,112,004	3,305,676	81,417,680	-	770,334	114,853,647
Accumulated depreciation at 1 July 2019	-	-	-	-	(32,012,982)	(1,093,144)	(33,106,127)	-	-	(33,106,127)
	26,501,967	5,949,601	214,065	32,665,633	46,099,021	2,212,532	48,311,553	-	770,334	81,747,521
Movements in fair value										
Additions	-	-	-	-	888,934	-	888,934	-	215,576	1,104,510
Contributions	-	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	(16,157,438)	-	(16,157,438)	1,062,032	-	(15,095,406)
Reclassification	-	-	-	-	(2,541,860)	-	(2,541,860)	1,236,868	(126,467)	(1,431,459)
Write-off	-	-	-	-	-	-	-	-	(20,737)	(20,737)
Transfers	(329,560)	(87,824)	-	(417,384)	570,810	-	570,810	-	(570,810)	(417,384)
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	-	-
	(329,560)	(87,824)	-	(417,384)	(17,239,553)	-	(17,239,553)	2,298,900	(502,438)	(15,860,476)
Movements in accumulated depreciation										
Depreciation and amortisation	-	-	-	-	(985,886)	-	(985,886)	-	-	(985,886)
Reclassification	-	-	-	-	1,304,992	-	1,304,992	-	-	1,304,992
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	(4,011,664)	-	(4,011,664)	-	-	(4,011,664)
Transfers	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	(3,692,558)	-	(3,692,558)	-	-	(3,692,558)
At fair value 30 June 2020	26,172,407	5,861,777	214,065	32,248,249	60,872,450	3,305,676	64,178,127	2,298,900	267,896	98,993,172
Accumulated depreciation at 30 June 2020	-	-	-	-	(35,705,541)	(1,093,144)	(36,798,685)	-	-	(36,798,685)
	26,172,407	5,861,777	214,065	32,248,249	25,166,910	2,212,532	27,379,442	2,298,900	267,896	62,194,487

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(b) Plant and Equipment

	Plant machinery and equipment	Fixtures fittings and furniture	Computers and telecom.	Cultural and heritage assets - Arts & Monuments	Work in Progress	Total plant and equipment
	\$	\$	\$	\$	\$	\$
At fair value 1 July 2019	6,026,004	3,619,380	-	-	-	9,645,385
Accumulated depreciation at 1 July 2019	(4,004,107)	(2,911,052)	-	-	-	(6,915,159)
	2,021,897	708,328	-	-	-	2,730,226
Movements in fair value						
Additions	353,183	223,985	-	-	-	577,167
Contributions	-	-	-	-	-	-
Revaluation	-	-	-	1,541,200	-	1,541,200
Disposal	(646,219)	-	-	-	-	(646,219)
Reclassification	-	-	-	-	-	-
Transfers	(888,419)	-	-	605,750	-	(282,669)
Impairment losses recognised in operating result	-	-	-	-	-	-
	(1,181,455)	223,985	-	2,146,950	-	1,189,479
Movements in accumulated depreciation						
Depreciation and amortisation	(382,357)	(221,613)	-	-	-	(603,970)
Accumulated depreciation of disposals	483,849	-	-	-	-	483,849
Impairment losses recognised in operating result	-	-	-	-	-	-
Transfers	753,499	-	-	-	-	753,499
	854,991	(221,613)	-	-	-	633,378
At fair value 30 June 2020	4,844,549	3,843,365	-	2,146,950	-	10,834,864
Accumulated depreciation at 30 June 2020	(3,149,116)	(3,132,665)	-	-	-	(6,281,781)
	1,695,434	710,700	-	2,146,950	-	4,553,083

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(c) Infrastructure

	Roads	Bridges	Footpaths and cycleways	Drainage	Kerb and channel	Waste Management	Parks open spaces and streetscapes	Cultural and heritage assets	Work in Progress	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
At fair value 1 July 2019	192,816,075	68,491,772	4,583,075	15,882,463	6,597,927	-	6,808,835	605,750	1,146,696	296,932,593
Accumulated depreciation at 1 July 2019	(54,959,396)	(22,477,994)	(1,348,160)	(4,277,721)	(2,529,333)	-	(3,665,112)	-	-	(89,257,715)
	137,856,680	46,013,778	3,234,915	11,604,742	4,068,594	-	3,143,723	605,750	1,146,696	207,674,878
Movements in fair value										
Additions	2,514,867	206,434	317,817	132,183	-	-	1,213,703	-	704,292	5,089,297
Reclassification	-	(5,918,395)	-	-	-	-	-	2,288,263	126,467	(3,503,665)
Revaluation	-	-	-	-	-	-	-	-	-	-
Disposal	-	(388,500)	-	-	-	-	-	-	-	(388,500)
Recognised First Time	-	-	-	-	-	-	13,696,800	-	-	13,696,800
Write-off	-	-	-	-	-	-	-	-	(46,732)	(46,732)
Transfers	-	352,118	5,327	363,443	-	-	293,549	(605,750)	(1,014,436)	(605,750)
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	-	-
	2,514,867	(5,748,343)	323,144	495,626	-	-	15,204,052	1,682,513	(230,409)	14,241,450
Movements in accumulated depreciation										
Depreciation and amortisation	(2,941,405)	(637,039)	(97,324)	(155,386)	(109,459)	-	(500,510)	-	-	(4,441,123)
Accumulated depreciation of disposals	-	217,560	-	-	-	-	-	-	-	217,560
Recognised First Time	-	-	-	-	-	-	(7,252,165)	-	-	(7,252,165)
Reclassification	-	3,630,132	-	-	-	-	-	-	-	3,630,132
Transfers	-	-	-	-	-	-	-	-	-	-
	(2,941,405)	3,210,653	(97,324)	(155,386)	(109,459)	-	(7,752,675)	-	-	(7,845,596)
At fair value 30 June 2020	195,330,942	62,743,429	4,906,219	16,378,089	6,597,927	-	22,012,886	2,288,263	916,286	311,174,042
Accumulated depreciation at 30 June 2020	(57,900,801)	(19,267,341)	(1,445,484)	(4,433,107)	(2,638,792)	-	(11,417,787)	-	-	(97,103,311)
	137,430,142	43,476,088	3,460,735	11,944,983	3,959,135	-	10,595,099	2,288,263	916,286	214,070,732

Strathbogie Shire Council
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The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of purchase. Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period	Threshold Limit \$
Asset recognition thresholds and depreciation periods		
Property		
land	-	10,000
Buildings		
buildings	10 to 100 years	5,000
Plant and Equipment		
plant, machinery and equipment	2 to 20 years	1,000
furniture and equipment	2 to 10 years	1,000
leased plant and equipment including right of use assets	3 to 5 years	5,000
Infrastructure		
road pavements - sealed	40 to 130 years	5,000
road pavements - unsealed	25 to 40 years	5,000
road seals	18 to 40 years	5,000
formation and earthworks	100 years	5,000
bridges deck	50 to 120 years	5,000
bridges substructure	60 to 250 years	5,000
culverts	60 to 250 years	5,000
footpaths	10 to 60 years	5,000
drainage	100 years	5,000
parks open spaces and streetscapes	15 to 100 years	5,000
kerb and channel	50 to 100 years	5,000
cultural and heritage assets	-	5,000

Council recognises land under roads it controls at fair value.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Leasehold improvements

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. At balance date, there are no leasehold improvements.

Strathbogie Shire Council
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Valuation of land and buildings were undertaken by a qualified independent valuer Liquid Pacific. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

The date of the current valuation is detailed in the following table. A full revaluation of these assets has been conducted in 2019/20.

Land and building asset values are not expected to be materially impacted by COVID-19 as at 30 June 2020. A formal revaluation was undertaken for buildings and structures during in June 2020.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2020 are as follows:

	Level 1	Level2	Level 3	Date of Valuation
Land	-	5,861,777	-	Jun-18
Specialised land	-	-	26,172,407	Jun-18
Land uner roads	-	-	214,065	Jun-18
Heritage Buildings	-	-	2,298,900	Jun-20
Buildings & site improvements	-	8,392,275	18,987,167	Jun-20
Total	-	14,254,052	47,672,539	

Valuation of infrastructure

The valuation is at fair value as at 30 June 2019 plus all 2019/20 additions at cost and is based on replacement cost less accumulated depreciation as at the date of valuation. The base valuation of infrastructure assets conducted at 30 June 2019 was made by Uwe Paffrath, Certified Municipal Engineer.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2020 are as follows:

Cultural and Heritage Assets - Infrastructure

Two bridges that were recorded under Bridges in previous years were reclassified as 'Cultural and Heritage Assets' during 2019/20. The Council has not undertaken a revaluation of these bridges during 2019/20. Instead, the written down value of \$2,288,263 as of 1st July 2019 was transferred to 'Cultural and Heritage Assets'.

	Level 1	Level2	Level 3	Date of Valuation
Roads	-	-	137,430,142	Jun-19
Bridges	-	-	43,476,088	Jun-19
Footpaths and cycleways	-	-	3,460,735	Jun-19
Drainage	-	-	11,944,983	Jun-19
Kerb and channel	-	-	3,959,135	Jun-19
Waste management	-	-	-	Jun-19
Parks, open space and streetscapes	-	-	10,595,099	Jun-19
Total	-	-	210,866,182	

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Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 85% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.48 and \$565 per square metre.

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$200 to \$7,000per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 20 years to 120 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 18 years to 120 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2020	2019
	\$	\$
Reconciliation of specialised land		
Parks and reserves	19,287,996	19,287,996
Waste management	937,303	937,303
Civic centres	2,448,870	2,448,870
Council depts	673,883	1,003,443
Caravan parks	2,086,281	2,086,281
Pre schools	399,599	399,599
Saleyards	338,475	338,475
Total specialised land	<u>26,172,407</u>	<u>26,501,967</u>

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	2020	2019
	\$	\$
6.3 Investments in associates, joint arrangements and subsidiaries		
(a) Investments in associates		
- Goulburn Valley Regional Library Corporation	227,146	218,432
Background		
The Goulburn Valley Regional Library Corporation was formed under the provisions of section 196 of the Local Government Act 1989 on 15/09/2009 to provide library services within the local government area of Strathbogie Shire, Moira Shire and City of Greater Shepparton. Council holds 9.86% (2018/19 9.89%) of equity in the Corporation. Council has two directors on the board of nine. Council has the ability to influence rather than control its operations.		
Fair value of Council's investment in Goulburn Valley Library	<u>227,146</u>	<u>218,432</u>
Council's share of accumulated surplus/(deficit)		
Council's share of accumulated surplus/(deficit) at start of year	218,432	235,987
Reported surplus/(deficit) for year	8,714	(17,555)
Transfers (to) from reserves	-	-
Distributions for the year	-	-
Council's share of accumulated surplus/(deficit) at end of year	<u>227,146</u>	<u>218,432</u>
Council's share of reserves		
Council's share of reserves at start of year	-	-
Transfers (to) from reserves	-	-
Council's share of reserves at end of year	<u>-</u>	<u>-</u>
Movement in carrying value of specific investment		
Carrying value of investment at start of year	218,432	235,987
Share of surplus/(deficit) for year	8,714	(17,555)
Share of asset revaluation	-	-
Distributions received	-	-
Carrying value of investment at end of year	<u>227,146</u>	<u>218,432</u>

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

Committees of management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

Avenel Memorial Hall
 Creighton's Creek Recreation Reserve
 Euroa Band Hall
 Euroa Friendlies Reserve
 Gooram Soldiers' Memorial Hall
 Longwood Community Centre
 Miepoll Public Hall
 Moglonemby Hall
 Nagambie Recreation Reserve
 Ruffy Recreation Reserve
 Strathbogie Memorial Hall
 Strathbogie Recreation Reserve
 Tableland Community Centre Committee (Ruffy)
 Violet Town Recreation Reserve

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Note 7 People and relationships	2020 No.	2019 No.
7.1 Council and key management remuneration		
(a) Related Parties		
<i>Parent entity</i>		
Strathbogie Shire Council is the parent entity.		
<i>Subsidiaries and Associates</i>		
Interests in subsidiaries and associates are detailed in Note 6.3.		
(b) Key Management Personnel		
Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:		
Councillors		
Cr Amanda McClaren (Mayor)		
Cr John Mason		
Cr Malcolm Little		
Cr Kate Stothers (01/07/19 to 6/12/19)		
Cr Debra Bower (01/07/19 to 31/12/19)		
Cr Alistair Thomson		
Cr Graeme (Mick) Williams		
Cr Robert 'Bob' Gardner (from 28/01/20)		
Cr Chris Raeburn (from 31/03/20)		
Chief Executive Officer (from 13/01/2020)		
Group Manager Community Assets (01/07/2019 to 07/02/2020)		
Acting Group Manager Innovation & Performance (10/07/2019 to 13/01/2020)		
Director - Community & Planning		
Director - Corporate Operations		
Executive Manager People & Culture (from 20/04/2020)		
Executive Manager Governance & Customer Service (from 20/04/2020)		
Executive Manager Communications and Engagement (from 04/05/2020)		
Total Number of Councillors	9	7
Total of Chief Executive Officer and other Key Management Personnel	8	4
Total Number of Key Management Personnel	<u>17</u>	<u>11</u>
(c) Remuneration of Key Management Personnel	2020	2019
	\$	\$
Total remuneration of key management personnel was as follows:		
Short-term benefits	1,071,634	991,113
Long-term benefits	92,910	16,635
Post employment benefits	68,187	83,002
Total	<u>1,232,731</u>	<u>1,090,750</u>
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:	2020	2019
	No.	No.
\$1 - \$9,999	3	
\$10,000 - \$19,999	1	-
\$20,000 - \$29,999	5	6
\$30,000 - \$39,999	1	-
\$60,000 - \$69,999	1	1
\$80,000 - \$89,999	1	-
\$100,000 - \$109,999	2	-
\$160,000 - \$169,999	-	1
\$180,000 - \$189,999	1	1
\$210,000 - \$219,999	1	
\$230,000 - \$239,999	-	1
\$280,000 - \$289,999	1	-
\$320,000 - \$329,999	-	1
	<u>17</u>	<u>11</u>

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(d) Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive; or
- b) whose total annual remuneration exceeds \$151,000

The number of Senior Officers are shown below in their relevant income bands:

	2020	2019
Income Range:	No.	No.
\$150,000 - \$159,999	-	3
\$170,000 - \$179,999	3	1
	<u>3</u>	<u>4</u>
Total Remuneration for the reporting year for Senior Officers included above, amounted to:	527,879	630,870

7.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into the following transactions with related parties on normal council terms and conditions. 47,940

Councillor Graeme (Mick) Williams's son is employed by the Council as a full time employee.

There was a transaction between North Eastern Trenching for \$30,043 and the Council during the financial year. The proprietor of North Eastern Trenching is a related party to councillor Graeme (Mick) Williams.

There were transactions between Avenel Action Group for \$12,210 and the Council during the financial year. This group is a related party to councillor Amanda McClaren.

There were transactions between Rod Weld Engineering for \$5,291 and the Council during the financial year. This is a related party to acting Group Manager Innovation & Performance.

There was a transaction between Brayd Consulting for \$396 and the Council during the financial year. The proprietor is a related party to Executive Manager Governance and Customer Service.

(b) Outstanding balances with related parties

There are no outstanding at the end of the reporting period in relation to transactions with related parties

(c) Loans to/from related parties

There are no loans in existence at balance date that have been made, guaranteed or secured by the council to a related party.

(d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:

Council has a commitment to pay Goulburn Valley Regional Library Corporation a contribution of \$272,780 during the 2020/21 financial year.

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Note 8 Managing uncertainties

8.1 Contingent assets and liabilities

(a) Contingent liabilities

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Future superannuation contributions

In addition to the disclosed contributions, Strathbogie Shire Council has paid no unfunded liability payments to Vision Super during the 2019/20 year (2018/19 \$0). There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2020. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2021 are \$0.

Landfill

Council operates a landfill. Council will have to carry out site rehabilitation works in the future. At balance date Council is unable to accurately assess the financial implications of such works.

Insurance claims

There are no any major insurance claims that could have a material impact on future operations.

Legal matters

There are no any major legal matters that could have a material impact on future operations.

Building cladding

Council does not exposed to any potential contingents that may exist in relation to rectification works or other matters associated with building cladding that may have the potential to adversely impact on Council.

Liability Mutual Insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

MAV Workcare

Council is a participant of the MAV WorkCare Scheme. The MAV WorkCare scheme provides workers compensation insurance. The MAV WorkCare Scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years

(b) Guarantees for loans to other entities

Council does not have any financial guarantees.

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8.2 Change in accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2020 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

AASB 1059 Service Concession Arrangements: Grantors (AASB 1059) (applies 2020/21 for LG Sector)

AASB 1059 addresses the accounting for a service concession arrangement by a grantor that is a public sector entity by prescribing the accounting for the arrangement from the grantor's perspective. It requires the grantor to:

- recognise a service concession asset constructed, developed or acquired from a third party by the operator, including an upgrade to an existing asset of the grantor, when the grantor controls the asset;
- reclassify an existing asset (including recognising previously unrecognised identifiable intangible assets and land under roads) as a service concession asset when it meets the criteria for recognition as a service concession asset;
- initially measure a service concession asset constructed, developed or acquired by the operator or reclassified by the grantor at current replacement cost in accordance with the cost approach to fair value in AASB 13 Fair Value Measurement. Subsequent to the initial recognition or reclassification of the asset, the service concession asset is accounted for in accordance with AASB 116 Property, Plant and Equipment or AASB 138 Intangible Assets, as appropriate, except as specified AASB 1059;
- recognise a corresponding liability measured initially at the fair value (current replacement cost) of the service concession asset, adjusted for any other consideration between the grantor and the operator; and
- disclose sufficient information to enable users of financial statements to understand the nature, amount, timing and uncertainty of assets, liabilities, revenue and cash flows arising from service concession arrangements.

Based on the Council's current assessment, there is expected to be no impact on the transactions and balances recognised in the financial statements as the Council is not a grantor in a service concession arrangement.

AASB 2018-7 Amendments to Australian Accounting Standards - Definition of Material (applies 2020/21 for LG Sector)

The Standard principally amends AASB 101 Presentation of Financial Statements and AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors. The amendments refine the definition of material in AASB 101. The amendments clarify the definition of material and its application by improving the wording and aligning the definition across AASB Standards and other publications. The impacts on the local government sector are expected to be minimal.

AASB 2018-1 Amendments to Australian Accounting Standards - References to the Conceptual Framework (applies 2020/21 for LG Sector)

This Standard sets out amendments to Australian Accounting Standards, Interpretations and other pronouncements to reflect the issuance of the Conceptual Framework for Financial Reporting (Conceptual Framework) by the AASB. The impacts on the local government sector are expected to be minimal.

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes to the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

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(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- council have a policy for establishing credit limits for the entities council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 0.25% and - 0.25% in market interest rates (AUD) from year-end rates of 0.7%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

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8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 2 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

On 2 August 2020 the Victorian State Government in response to COVID-19 imposed stage 3 restrictions on regional Victoria from Thursday 6 August 2020. No adjustments to balances are required as at 30 June 2020.

All receivables and payables balances along with actual impacts on revenue and expenses and asset values are not expected to be further impacted by the announcement. Disclosures regarding COVID-19 have been made in the relevant notes to the statements.

In light the conditions prevailed in the country council adopted budget (adopted on 14th July 2020) suggested zero percent increase in rates for 2020/21 financial year.

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Note 9 Other matters

	Balance at beginning of reporting period	Increment (decrement)	Balance at end of reporting period
	\$	\$	\$
9.1 Reserves			
(a) Asset revaluation reserves			
2020			
Property			
Land and land improvements	27,268,863	-	27,268,863
Buildings	46,180,386	(19,107,070)	27,073,316
	73,449,248	(19,107,070)	54,342,179
Plant and Equipment			
Cultural and heritage assets	-	1,541,200	1,541,200
Infrastructure			
Roads	89,369,647	-	89,369,647
Bridges	30,085,240	-	30,085,240
Footpaths and cycleways	1,600,498	-	1,600,498
Drainage	4,026,118	-	4,026,118
Parks, open space and streetscapes	-	6,444,635	6,444,635
Kerb and Channel	2,954,641	-	2,954,641
Other infrastructure	17,093	-	17,093
	128,053,237	6,444,635	134,497,872
Total asset revaluation reserves	201,502,485	(11,121,235)	190,381,250
2019			
Property			
Land and land improvements	24,645,565	2,623,298	27,268,863
Buildings	41,803,908	4,376,478	46,180,386
	66,449,473	6,999,775	73,449,248
Infrastructure			
Roads	94,515,772	(5,146,125)	89,369,647
Bridges	34,595,573	(4,510,333)	30,085,240
Footpaths and cycleways	1,600,498	-	1,600,498
Drainage	4,026,118	-	4,026,118
Recreational, leisure and community facilities	-	-	-
Waste management	-	-	-
Parks, open space and streetscapes	-	-	-
Kerb and Channel	2,954,641	-	2,954,641
Offstreet car parks	-	-	-
Other infrastructure	16,205	888	17,093
	137,708,807	(9,655,570)	128,053,237
Total asset revaluation reserves	204,158,280	(2,655,795)	201,502,485

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

	Balance at beginning of reporting period	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting period
	\$	\$	\$	\$
(b) Other reserves				
2020				
Bridge replacement reserve	750,000	-	-	750,000
Open space reserve	108,958	-	-	108,958
Total Other reserves	858,958	-	-	858,958
2019				
Bridge replacement reserve	750,000	-	-	750,000
Open space reserve	108,958	-	-	108,958
Total Other reserves	858,958	-	-	858,958

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	2020	2019
	\$	\$
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	4,863,476	6,398,908
Depreciation/amortisation	6,290,556	5,929,723
Profit/(loss) on disposal of property, infrastructure, plant and equipment	(99,764)	(72,133)
Written down value of infrastructure assets replaced	170,940	512,024
Contributions - Non-monetary assets	-	(748,380)
Borrowing costs/Finance Cost	47,250	36,015
Share of net profits of associates	(8,714)	17,555
Other	67,490	-
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	440,555	(1,382,320)
Trust funds and other deposits repaid	(304,013)	873,666
(Increase)/decrease in prepayments	(16,713)	91,768
Increase/(decrease) in accrued income	784,221	(1,112,076)
Increase/(decrease) in trade and other payables	(934,717)	(282,443)
(Decrease)/increase in other liabilities	1,441,712	-
(Increase)/decrease in inventories	8,519	(7,592)
Increase/(decrease) in provisions	125,065	(288,482)
Net cash provided by/(used in) operating activities	12,875,863	9,966,233

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2020, this was 9.5% as required under Superannuation Guarantee (SG) legislation).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

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Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial review is currently underway for the Defined Benefit category as at 30 June 2020 and is expected to be completed by 31 December 2020.

As at 30 June 2019, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 107.1%. The financial assumptions used to calculate the VBIs were:

Net investment returns 6.0% pa

Salary information 3.5% pa

Price inflation (CPI) 2.0% pa.

Vision Super has advised that the actual VBI at 30th June 2020 was 104.6%.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2019 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the 2017 full actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2020, this rate was 9.5% of members' salaries (9.5% in 2018/2019). This rate is expected to increase in line with any increases in the SG contribution rate and reviewed as part of the 30 June 2020 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including the Strathbogie Shire Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

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Year ended 30 June 2020**The 2019 interim actuarial investigation surplus amounts**

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2019 and the last full actuarial investigation was conducted as at 30 June 2017.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

	2019 \$m	2017 \$m
- A VBI Surplus	151.3	69.8
- A total service liability surplus	233.4	193.5
- A discounted accrued benefits surplus	256.7	228.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2019.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2019.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2019.

Council was notified of the 30 June 2019 VBI during August 2019 (2018: August 2018).

The 2020 triennial actuarial investigation

A triennial actuarial investigation is being conducted for the Fund's position as at 30 June 2020. It is anticipated that this actuarial investigation will be completed by 31 December 2020. The financial assumptions for the purposes of this investigation are:

	2020 Triennial investigation	2017 Triennial investigation
Net investment return	5.6% pa	6.5% pa
Salary inflation	2.50% pa for the first two years and 2.75% pa thereafter	3.5% pa
Price inflation	2.0% pa	2.5% pa

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2020 are detailed below:

Scheme	Type of Scheme	Rate	2020 \$	2019 \$
Vision super	Defined benefit	9.50%	61,144	74,084
Vision super	Accumulation fund	9.50%	422,704	377,456
Other funds	Accumulation fund	9.50%	326,921	354,787

Council hasn't paid any unfunded liability payments to Vision Super in 2019/20 or 2018/19. Council does not expect to pay to the Defined Benefit category of Vision Super for the year ending 30 June 2021.

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10 Change in accounting policy

Council has adopted *AASB 15 Revenue from Contracts with Customers*, *AASB 16 Leases* and *AASB 1058 Income of Not-for-Profit Entities*, from 1 July 2019. This has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements.

Due to the transition methods chosen by Council in applying these standards, comparative information throughout these financial statements has not been restated to reflect the requirements of the new standards except in relation to contracts that were not complete at 1 July 2019. The transition impact of these are detailed below.

a) AASB 15 Revenue from Contracts with Customers - Impact of Adoption

AASB 15 Revenue from Contracts with Customers applies to revenue transactions where Council provides services or goods under contractual arrangements.

Council adopted *AASB 15 Revenue from Contracts with Customers* using the modified (cumulative catch up) method. Revenue for 2019 as reported under *AASB 118 Revenue* is not adjusted, because the new standard is only applied from the date of initial application.

AASB 15 Revenue from Contracts with Customers requires revenue from contracts with customers to be recognised as Council satisfies the performance obligations under the contract.

b) AASB 16 Leases

AASB 16 Leases requires right of use assets and related liabilities for all lease agreements to be recognised on the balance sheet. The Statement of Comprehensive Income is to separately recognise the amortisation of the right of use asset, and the finance costs relating to the lease. Council has elected to adopt the modified (cumulative catch up) method under the standard and as such has not adjusted 2019 disclosures. The transition impact of these are detailed below.

c) AASB 1058 Income of Not-for-Profit Entities

AASB 1058 Income of Not-for-Profit Entities applies to income received where no contract is in place. This includes statutory charges (such as rates) as well as most grant agreements.

Council adopted *AASB 1058 Income of Not-for-Profit Entities* using the modified (cumulative catch up) method. Income for 2019 is not adjusted, because the new standard is only applied from the date of initial application.

AASB 1058 Income of Not-for-Profit Entities requires income to be recognised as Council satisfies the performance obligations under the contract.

9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients

Author: Manager Tourism, Arts and Culture

Responsible Director: Acting Director Community and Planning

EXECUTIVE SUMMARY

Australia Day Events are held within the municipality each year by community groups for Avenel, Euroa, Longwood, Nagambie, Strathbogrie (Tablelands) and Violet Town.

Our community Australia Day Events are supported by Council in the following ways:

- Advertising and distribution of award nominations;
- Coordination and coordination of nominations for awards by officers;
- Selection of Shire-wide award recipients by Councillors;
- Assistance and approval of Event Management Plans by officers;
- Coordination of official Australia Day Ambassadors from the Australia Day Council; and
- Allocation of funding to each township's Australia Day Committee from the annual adopted budget.

Nominees are called for and local community award recipients are selected by each town's Australia Day committee. It is Council's role to select the Shire Ward Award recipients for each category from the list of local community award recipients provided by each committee.

In 2021 the Shire-wide award recipients will be presented at their relevant town award ceremony.

RECOMMENDATION

That Council –

- 1. Review the list of township Australia Day award recipients, as detailed in the confidential appendices attached to this report, to select the overall Shire-wide award recipients for each of the four (4) award categories as follows***
 - i) Community Organisation of the Year,***
 - ii) Junior Citizen of the Year (under 15 years);***
 - iii) Young Citizen of the Year (15 – 25 years)***
 - iv) Citizen of the Year (over 25 years)***
- 2. Endorse that the selected Shire-wide award recipients will remain confidential until they are officially announced on Australia Day, 26th January 2021, in keeping with the protocol of the Australia Day Council.***

9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients (cont.)

PURPOSE AND BACKGROUND

Australia Day nominations are called for each year to recognise individuals, groups and organisations for their contribution throughout the year.

Australia Day nominations opened on 13 August 2020 and closed prior to the caretaker period on 21 September 2020.

The community in each town have the opportunity to nominate community members, organisations & events that deserve recognition for their efforts during the year. The standard awards include:

- Community Organisation of the Year
- Junior Citizen of the Year (under 15 years at 26/01/2021)
- Young Citizen of the Year (between 15-25 years at 26/01/2021)
- Citizen of the Year (over 25 years at 26/01/2021)

The Community Event of the Year has been cancelled this year due to COVID-19

DISCUSSION

All nominees are submitted to the relevant Tourism, Arts & Culture department officer for collation and distribution back to the Australia Day committee of each town, so that these committees can then select the award winners. The award winner's names are then provided to Council, to enable the Councillors to select the overall Shire-wide award winners in each of the four (4) categories.

All individual nominations received by the township Australia Day Committees are to be assessed against the following criteria:

- The nominated person must be an Australian Citizen.
- The nominated person must have made a significant contribution to the town worthy of recognition.
- The nominated person must not have received any remuneration for their work, that is, it must be voluntary.
- Consider how long the nominated person made the major commitment for.
- The level of excellence that the person has demonstrated in their chosen field.
- The impact of the person's contribution towards a particular field, locality, community, or humanity at large.
- A person is allowed to be nominated if they live outside the shire / town as long as the voluntary work they do is within the shire / town.
- For 'Junior Citizen' nominations, the person must be under 15 years at 26/01/21
- For 'Young Citizen' nominations, the person must be between 15 & 25 years at 26/01/21
- For 'Citizen' nominations, the person must be over 25 years at 26/01/21
- NB. A person who has won an award previously can be nominated again.

Councillors will need to consider the same criteria when assessing for the Shire-wide award winners.

9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients (cont.)

Presentation of the Shire-wide awards are announced at the corresponding town awards ceremony and presented by the Mayor or local Ward Councillor/s if the Mayor is unable to attend. Each town's Australia Day Committee advises Council if an Ambassador is required at their event from the official Ambassador list provided by the Australia Day Council, or alternatively if the town will organise for a local Ambassador to speak at their event.

To date, only Nagambie have chosen to have an Ambassador from the official Australia Day Ambassador list, and they will choose the Ambassador from a list of selected candidates via an online portal. It is important to note that for 2021, the official Ambassador's speech will be pre-recorded message due to COVID-19 and therefore no travel and/or accommodation costs for the Ambassadors will be incurred in 2021.

Some township committees may choose to have additional awards, however these awards do not form a part of the Shire-wide awards.

The impacts of COVID-19 require that these events have a COVIDsafe Plan and operate in accordance with the State Government restrictions that are in place at the time of the events. To support our towns delivering a COVIDsafe event, Strathbogie Shire was successful in obtaining funding from the Australia Day Council. The funding that was granted cited provision of the following items to assist each town's committee with undertaking a COVIDsafe event:

- Applicable COVIDsafe signage
- Branded hand sanitiser stations
- Appropriate cleaning products
- Branded portable hygiene stations
- Branded portable water station
- Contact identifying technology
- Physical barriers and guides

Some of these items will also be able to be utilised and loaned out to our community to be used at other planned community events in the future.

Timetable for Township Australia Day Events

VIOLET TOWN	AVENEL	NAGAMBIE	STRATHBOGIE	EUROA	LONGWOOD
7:30am Breakfast 9:00am Ceremony	7:30am Breakfast 9:00am Ceremony	8am Sausage sizzle 9:00am Ceremony	9:30am Ceremony 10:30am Morning tea 12:00pm BBQ	12:00pm Ceremony 1:00pm BBQ	5:00pm Children's Games 6:00pm BBQ 7:00pm Ceremony
Violet Town Community Complex, 35 Cowslip St	Jubilee Park, Livingstone Street	Buckley Park	Strathbogie Memorial Hall, Main Street	RSL Park, Kirkland Avenue	Longwood Community Centre & Recreation Res.

9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients (cont.)

Council Plans and Policies

- Council Plan goal one - to enhance community health and wellbeing
 - Key strategy - engage and participate with the community in Council / Community initiatives

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

In the interest of transparency and open and honest communication with our community, the process of how the four (4) Shire-wide recipients were selected is documented in this report. The final award winners selected will remain confidential until they are officially announced within the public domain on Australia Day, 26th January 2021, in keeping with the protocol of the Australia Day Council.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

In addition to the \$20,000 funding grant from the Australia Day Council to assist with implementing COVIDsafe events, Council also has provided an allocation of \$7,000.00 from the 2020/21 adopted Budget. It is considered that there will be no further financial implication outside of this financial year's budget allocation.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

Economic

Items purchased as a part of the funding obtained via the Australia Day Council (such as the hand sanitiser dispensers, portable hygiene stations and portable water stations) will be able to be utilised by a variety of community groups who conduct events across the Shire. This will in turn assist with keeping costs down for these community groups, provide COVIDsafe event options and ensure consumer confidence in the attendance at events, providing an economic benefit, flow on effect.

9.17 2021 Australia Day Awards – Determination of the Shire-wide Award Recipients (cont.)

Social

These important township Australia Day events will further assist with rebuilding the sense of community that has been tested during the lockdown period of the COVID-19 pandemic. Social isolation has been challenging for many within our communities, and conducting the COVIDsafe Australia Day events in each township will assist in rebuilding the social connectedness within both their own and the wider communities.

INNOVATION AND CONTINUOUS IMPROVMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

Council has been able to secure funding to assist our community with still being able to conduct their township Australia Day celebrations in a safe and inclusive way, and in working with them to identify what their needs are and where they may need additional assistance as a result of COVID-19.

COLLABORATION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that collaboration with other councils, levels of government and statutory bodies is to be sought.

Assistance has been provided by the Australia Day Council in order for our communities to be able to conduct their Australia Day events in a safe and inclusive way.

HUMAN RIGHTS CONSIDERATIONS

It is not considered that there are no Human Rights considerations that will be impacted as a result of the assessment of the Australia Day Shire-wide award recipients.

CONCLUSION

Australia Day events are an important community occasions to recognise and celebrate the achievements and contributions of members within each town's community. This report seeks Council support to Council the Shire-wide award recipients for the 2021 celebrations.

APPENDICES:

Appendix 1: 2021 Australia Day Awards – Determination of the Shire-wide Award recipients - CONFIDENTIAL

9.18 RE3 COVID Response Community Grant Program – Application Assessments

Authors: Community Development Officer, Manager Tourism, Arts and Culture

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

Strathbogie Shire Council recognises that the COVID-19 pandemic and related government restrictions, has had a specific and potential long-term impact on our community. This year our Community Grants focus was solely on assisting community groups with their response to COVID-19. These grants form part of our RE3 campaign which encourages us all to reset, reboot and revitalise.

The intent of the RE3 Community Grants is to support creative initiatives that increase social connection, reduce isolation and improve physical and mental health during these difficult times, as well as assisting organisations to address the impacts of Covid-19 and put in place COVIDsafe operating practices as we move towards COVID normal practice.

Total budget allocation for the RE3 COVID Response Community Grants program for 2020-21 is \$85,000, with a recommendation to expend funding for community applications totalling \$58,012. This leaves an underspend of allocated grant funding of \$26,988 which officers are proposing is to be used for a Round 2 grant process.

RECOMMENDATION

That Council:

- 1. Award funding to 18 applicants as specified in the “Recommended Amount to Fund” column in the 2020-21 RE3 Community Grant Program – Summary of Applications attached to this report. Total sum of \$58,012.***
- 2. Approve the allocation of \$8000 to our Shire’s eight action groups to cover incidental costs – this funding will be provided from the budgeted allocation of Community Action Group funding***
- 3. Approve the opening of a Round 2 of the 2020-2021 RE3 Community Grant Program to expend the remaining amount of \$26,988 remaining from the budgeted funding allocation and expanding the existing guidelines to include small infrastructure projects.***

PURPOSE AND BACKGROUND

The purpose of this report is to seek approval of the following funding recommendations for the RE3 COVID Response Community Grant program for 2020-2021.

9.18 RE3 COVID Response Community Grant Program – Application Assessments (cont.)

A total of 23 applications were received for the 2020-21 RE3 COVID Response Community Grant program, requesting a total funding amount of \$94,877. One application was accepted after the nominated closing date due to an internal communication error.

Five applications were received for one off innovative community events to increase social connection and reduce isolation. All remaining applications were focused on funding to upgrade facilities to enable community groups to operate in our new COVID safe way.

Assessments of the grant applications were conducted by the following officers:

- Manager Tourism, Arts and Culture
- A panel of Community Wellbeing team members that included:
 - Community Connector Officer;
 - Community Development Officer; and
 - Facilities and Recreation Support Officer.

Attached are the proposed 2020-2021 RE3 COVID Response Community Grant Application Summary and Recommendation spreadsheets.

In summary the spreadsheets represent the following:

- Eighteen applicants are recommended to be funded to the value of \$58,012
- Five applicants have been deemed ineligible in this funding round as their projects are for fixed assets which are considered ineligible for funding under the terms of the specified guidelines.
- Two applicants will require an auspice arrangement prior to funding being provided – details of arrangements for these are provided in the attached spreadsheet

ISSUES, OPTIONS AND DISCUSSION

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Five applications sought funding for fixed assets such as bench seating around ovals at recreation reserves and a built-in barbecue. Whilst the fixed assets proposed in all of these applications have the specific intent to increase social connection and reduce social isolation, promote healthy relationships and improve social, physical and mental health during COVID-19 restrictions, projects for new fixed assets are excluded and deemed ineligible under the specified guidelines and have therefore not been recommended for funding in this round.

In addition, there are two applications that have been submitted by Community Action Groups which are not yet incorporated. This is in due to the short time frame for the Community Action Groups to move to incorporated entities as required under the *Local Government Act 2020*.

9.18 RE3 COVID Response Community Grant Program – Application Assessments (cont.)

Council officers have discussed an auspice arrangement with Go Nagambie for the Avenel Action Group. Graytown Action Group will work with Council officers to finalise their paperwork to transition to an incorporated group, with the understanding that no funding will be awarded to them until this process is completed.

It is recommended that a Round 2 of the 2020-21 RE3 COVID Response Community Grant program be opened to enable of the remaining \$26,988 allocated to this funding program to be expended and awarded to additional community initiatives. Provision for small infrastructure projects will be added to the eligible criteria provided they facilitate social interaction (eg. picnic tables, community/spectator seating) and details of the guidelines for this additional round will be confirmed early in 2021. A maximum of \$5000 will be considered for eligible individual projects and/or initiatives that meet the criteria. If the program is oversubscribed, then projects will be prioritised according to community benefit.

Officers also recommend that due to the required change in structure of the eight Community Action Groups within the Shire (Violet Town, Strathbogrie, Euroa, Longwood, Ruffy, Avenel, Nagambie and Graytown), Council provide funding of \$1000 for each group to cover incidental costs associated with administration and general running of the Action Groups. This funding has been previously been incorporated in the annual funding of the Community Planning/Community Action Groups Program. Council has suspended this program whilst officers undertake a review of this program and work with the Community Action Groups to ensure funding is allocated in accordance with the Local Government Act 2020. An unintended consequence of this suspension is that our Community Action Groups do not have access to this important administrative funding for the 2020/21 financial year.

COMMUNITY ENGAGEMENT

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

A communications plan was completed for this matter. The community was informed through website content, fact sheets, a media release, social media and emails to community groups in relation to the RE3 COVID Response Community Grants program.

POLICY CONSIDERATIONS

Council Plans and Policies

- Council Plan goal one - to enhance community health and wellbeing
 - Key strategy - engage and participate with the community in Council / Community initiatives

9.18 RE3 COVID Response Community Grant Program – Application Assessments (cont.)

LEGAL CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that Council decisions are to be made and actions taken in accordance with the relevant law.

Conflict of Interest Declaration

All officers, and/or contractors, involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report. Upon initial review of this report by the Acting Director Community & Planning it was noted that a conflict of interest was apparent given their position as a general committee member of the Euroa Football and Netball Club. The Acting Director of Community & Planning immediately removed herself from involvement and had no input to the review of applications lodged or assessment of the applications.

Transparency

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

In the interest of transparency and open and honest communication with our community it is recommended that the attached 2020-21 RE3 Community Grant Program – Summary of Applications be released to the public providing an understanding of the assessment process and outcomes of the program.

FINANCIAL VIABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

It is proposed that the 18 eligible applications, this will total \$58,012 from a budgeted allocation \$85,000. The proposed \$8,000 proposed for the Action Groups can be allocated from the 2020 – 2021 adopted budget for the Community Planning/Community Action Groups Program.

It is recommended that a Round 2 of the 2020-21 RE3 COVID Response Community Grant program be opened in order to expend the remaining amount of grant funding still available of \$26,988.

It is not considered that there are any further financial implications involved other than those already outlined in this report.

SUSTAINABILITY CONSIDERATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

9.18 RE3 COVID Response Community Grant Program – Application Assessments (cont.)

Economic

In recognising the significant impact COVID-19 has had on individuals, families and the organisations and groups that provide services across our community, the distribution of funding through this grants program will assist with projects that would otherwise be unable to go ahead due to lack of resources as a result of the pandemic.

Social

The awarding of funding to these groups will further assist with rebuilding the sense of community that has been tested during the lockdown period of the COVID-19 pandemic. Social isolation has been challenging for many within our community, and all of the applications talk about rebuilding the social connectedness within both their own and the wider communities.

INNOVATION AND CONTINUOUS IMPROVMENT

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is the pursuit of innovation and continuous improvement.

With the 2020-2021 RE3 COVID Response Community Grant program we are supporting creative and innovative initiatives that increase social connection, reduce isolation, and improve physical and mental health during these difficult times.

HUMAN RIGHTS CONSIDERATIONS

It is not considered that there are any Human Rights that will be impacted as a result of the RE3 COVID Response Community Grant program.

CONCLUSION

In conclusion, it is recommended that Council agree to the recommendation to release the funds as listed in the “recommended amount to fund” *2020 – 2021 RE3 COVID Response Community Grant program* to support our community in response to the impact of the COVID-19 pandemic.

ATTACHMENTS

Attachment 1: 2020 – 2021 RE3 COVID Response Community Grant Program – Summary of Applications Recommended for Funding

Attachment 2: 2020 – 2021 RE3 COVID Response Community Grant Program Summary of Applications Not Recommended for Funding

ATTACHMENT 1:

2020-21 RE3 COMMUNITY GRANTS PROGRAM - SUMMARY OF APPLICATIONS RECOMMENDED FOR FUNDING

Applicant Organisation	Project Title	Brief Project Description	Received Funding Previous Year(s)	Amount Requested	Total Project Cost	Recommended Amount	Accum Total	Recommended Funding Conditions
Euroa Miniature Railway Incorporated	Euroa Miniature Railway Incorporated Association COVID Upgrade	For Euroa Miniature Railway to become COVID safe, we require an overhaul to our public space to meet the required standards. This overhaul includes purchasing equipment to ensure we meet our safety obligations, as well as offering contactless payment options for our patrons.	No	\$1,454.00	\$4,954.00	\$1,454.00	\$1,454.00	Need to ensure that appropriate contact tracing measures are in place prior to opening ie. QR code
Nagambie Senior Citizens Centre Inc	Seniors Communication Connectivity Project	Improve communication and build capabilities by using computer technology for seniors who currently are unable to access the internet. Provide training to help overcome isolation and create further social interaction within the community.	Yes	\$5,000.00	\$5,000.00	\$5,000.00	\$6,454.00	Recommended that funds are granted on the condition that this group consult with the Community Connector Role at Council prior to funds being distributed in order to ensure that the project and outcome is more appropriately defined. Also need to ensure that the equipment being purchased is appropriate for purpose.

Graytown Community Action Group	Graytown Community Action Group	Get Graytown Community together again after COVID restrictions.	No	\$2,500.00	\$2,500.00	\$1,900.00	\$8,354.00	Will need to finalise Auspice arrangements prior to funding being allocated. In addition a documented COVIDSafe plan will need to be completed. Allocation of food from the budget has been deleted from the recommended funding amount.
Longwood Community Centre Management Committee	A Drive In Movie Night	A drive-in movie night will be set up at the Longwood Community Centre by a professional company. Family friendly movie. Take-away food	No	\$4,450.00	\$4,428.00	\$3,225.00	\$11,579.00	The event will require an event approval letter from council and they will need to supply an adequate COVIDsafe plan with their event application. The Covid Response grant can not fund the purchase of food and this amount has been subtracted fro the recommended funding amount.
Strathbogie Tableland Action Group STAG	STAG Covid Ready Response	Adapt to a Covid normal by updating the community website, provide maintenance for the community noticeboard, provide Covid signage and hand sanitising equipment for use at both the Hall and the Rec ground.	Yes	\$3,009.00	\$2,746.00	\$3,009.00	\$14,588.00	None

Violet Bowls Club INC	Violet Town Community Participation Bowls	To encourage new community participation in the sport of bowls which will encourage a positive community attitude towards exercise and support of our local bowls Club.	Yes	\$5,000.00	\$4,515.00	\$5,000.00	\$19,588.00	Must engage with the Facilities and Operations Support Officer at Council to define the project scope and planned outcomes. this must be approved by council officer prior to funding being distributed.
Nagambie Cricket Club Inc	Nagambie Cricket Club Inc	1. Purchase of technology equipment to support operational changes to meet public health directives. One club laptop for administrative use. One ipad per team, seven in total, for cricket scoring purposes. 2. Purchase of cleaning and sanitising products.	No	\$3,356.00	\$3,356.00	\$3,356.00	\$22,944.00	None
Euroa Miniature Railway Incorporated	Euroa Miniature Railway Relaunch 2021 Twilight Event	We have not conducted running days since Feb 2020 and with our planned restart in Feb 2021 we would like to do something we have not tried before. A twilight event from 4.30 to 7.30 on Saturday February 27th - with support from Shire - free rides for patrons.	No	\$500.00	\$800.00	\$500.00	\$23,444.00	Event application will need to be submitted and approved as a requirement of funding.

Euroa Croquet Club	Outdoor Facilities	To use \$\$\$ to purchase outdoor furniture to enable members to gather socially during and after playing croquet whilst the club is not accessible to members due to Government imposed COVID indoor social distancing requirements.	No	\$4,543.00	\$4,130.00	\$4,543.00	\$27,987.00	Require a renewed Public Liability Insurance certificate prior to funds being distributed. also need to ensure an adequate cleaning schedule for the outdoor furniture
Avenel Action Group	Avenel Community Concert Event	A community concert event and fundraiser for the Avenel CFA on the Avenel Rec Reserve (Avenel Football/Cricket Ground) for Avenel and surrounding communities. Planned for March or April 2021.	No	\$5,000.00	\$12,308.00	\$5,000.00	\$32,987.00	Quote for the sound system, Covid safe practice, CERT, ticketing and advertising will all need to be provided prior to funding being granted. Funding for security is unable to be approved as this is considered professional fees and is excluded under the funding conditions. Event approval to be sought prior to funding being released An Auspice agreement will also need to be finalised to manage funding

Kelvin View Public Hall and Recreation Reserve Committee Incorporated	Kelvin View Christmas Tree	The Kelvin View Christmas Tree is an annual event held at the Kelvin View Public Hall, coordinated by Kelvin View Public Hall and Recreation Reserve Committee. The function is held the week prior to Christmas. The function results in family members returning 'home' from regional and metropolitan areas for Christmas.	Yes	\$4,515.00	\$4,515.00	\$1,515.00	\$34,502.00	Council funding is not provided for the purchase of food items. due to the timelines of grant assessments and Council approvals, this committee have spoken with Kate McKernan and would like to now use the funding applied for at a similar event for Easter celebrations
Violet Town Community House (VTCH)	Marys Garden Outdoor Games and Community Connection	Upgrade the VTCH community garden to enable year round community participation. This will include the provision of shade and shelter, COVID Safe hygiene and the provision of outdoor games for all ages	No	\$5,000.00	\$5,000.00	\$5,000.00	\$39,502.00	Quotes for all items listed need to be provided prior to funding being released. Would also recommend a quote being sort from a local supplier (ie. Euroa Printers) for the printing of the signage

Euroa Music Festival Inc	Euroa Music Festival	<p>We are hosting the inaugural Euroa Music Festival on Saturday the 27th March.</p> <p>The festival will provide a COVID-safe experience to attendees, showcase emerging artists across diverse music genres. This event is committed to promoting the township of Euroa and having a positive impact on local economy.</p>	No	\$5,000.00	\$6,000.00	\$5,000.00	\$44,502.00	Event program must include relevant/applicable COVIDsafe messaging to ensure it adheres to the guidelines of the funding program
EUROA Hockey Club	COVID safe Hockey	Purchase 30 plastic hockey sticks which are able to be effectively cleaned between each handling and a specialised ball which will mean mouthguards, bibs and shin guards are not required. This will enable us to start playing hockey at the primary schools within the shire.	No	\$550.00	\$550.00	\$750.00	\$45,252.00	Suggest that we increase the amount requested by \$200 to cover off the required supplies for the cleaning of equipment

<p>Honey Suckle Regional Health Violet Town</p>	<p>Community Health and Welbeing Sessions</p>	<p>a number of Health and Wellbeing sessions to members of the community often venerable and isolated, restriction, so community members can be referred to appropriate services. sessions will a Mens breakfast, Girls day , qualified guest speakers general health, mental health tool kits, diabetes, heart health education. basic first Aid</p>	<p>No</p>	<p>\$5,000.00</p>	<p>\$5,000.00</p>	<p>\$3,500.00</p>	<p>\$48,752.00</p>	<p>Have taken out the amount of \$1500 requested for food and drink in the budget.</p>
<p>VAMP - Violet Town Arts Music Performance Collective</p>	<p>Refresh</p>	<p>Six weeks of art exhibitions, live music, circus, comedy, film, fun and laughter.</p>	<p>No</p>	<p>\$5,000.00</p>	<p>\$6,160.00</p>	<p>\$4,260.00</p>	<p>\$53,012.00</p>	<p>Quotes will need to be provided prior to funding being released. CovidSafe plan will also need to be written and provided, along with Council approval for the event to proceed if events are being held on Council land. Funding for performing artists not approved as professional fees are an exclusion under the funding guidelines.</p>

<p>Violet Town Action Group (VTAG)</p>	<p>Rebooting the famous Violet Town Community Market (VTCM) – COVIDSafe</p>	<p>Strathbogie Shire has approved VTCM's detailed COVIDSafe Plan, enabling the Committee to reopen in November ready for the future. VTCM will incur the full cost of implementing the Plan from a much-reduced income base. Urgent additional funding is needed to revitalise and reset the market under COVIDSafe requirements during 2021.</p>	<p>Yes</p>	<p>\$5,000.00</p>	<p>\$6,543.00</p>	<p>\$5,000.00</p>	<p>\$58,012.00</p>	<p>Recommend that quotes are sought from local providers for signage where possible (i.e Euroa Printers)</p> <p>Funding is for future markets and to replace temporary signage that was erected for the November and December markets</p>
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APPENDIX 2:

2020-21 RE3 COMMUNITY GRANTS PROGRAM - SUMMARY OF APPLICATIONS NOT RECOMMENDED FOR FUNDING

Applicant Organisation	Project Title	Brief Project Description	Received Funding Previous Year(s)	Amount Requested	Total Project Cost	Recommended Amount	Explanation of Refusal
Euroa Football Netball Club	Social distancing seating	Looking to have seating round the ground at Memorial Oval Euroa - working with Euroa Cricket Club and Euroa Junior Football Netball Club. This seating will further promote participation at games by spectators in an appropriately socially distancing manner.	No	\$5,000.00	\$15,000.00	\$0.00	Whilst the fixed assets proposed in this application has the specific intent to increase social connection and reduce social isolation, promote healthy relationships and improve social, physical and mental health during COVID-19 restrictions, projects for new fixed assets are excluded and deemed ineligible under the specified guidelines and have therefore not been recommended for funding within this round.
Longwood Community Centre Management Committee	Park Benches	Installation of three (3)Park Benches around the Longwood Community Centre	No	\$5,000.00	\$5,691.00	\$0.00	Whilst the fixed assets proposed in this application has the specific intent to increase social connection and reduce social isolation, promote healthy relationships and improve social, physical and mental health during COVID-19 restrictions, projects for new fixed assets are excluded and deemed ineligible under the specified guidelines and have therefore not been recommended for funding within this round.

Euroa Junior Football Netball Club	Sitting apart together	Introducing seating to accommodate and encourage social distancing while coming together to support children's sport. The seating will be at the Euroa Memorial Oval in position to view the netball courts and oval.	No	\$5,000.00	\$15,000.00	\$0.00	Whilst the fixed assets proposed in this application has the specific intent to increase social connection and reduce social isolation, promote healthy relationships and improve social, physical and mental health during COVID-19 restrictions, projects for new fixed assets are excluded and deemed ineligible under the specified guidelines and have therefore not been recommended for funding within this round.
Nagambie Action Group Inc	Nagambie Action Group - 20/21 Covid safe activities	Nagambie Action group will support several community based activities that have either been modified because of Covid or risk not happening if not funded in this manner (normally funded in other ways)	Yes	\$5,000.00	\$5,000.00	\$0.00	The project as described does not link back to the funding conditions and guidelines of the Covid Response grant. The application does not outline specific events or projects to be supported and the budgeted items listed are not of relevance to the funding guidelines.
Friends of the Violet Town Pool	BBQ installation at the Violet Town Pool	Install a fixed electric BBQ in the grassed area of the VT Pool for use by pool patrons as well as market participants. Euroa glazed bricks will be used on the exterior to match the existing pizza over and the new toilet block being erected in the Recreational precinct.	No	\$5,000.00	\$17,721.00	\$0.00	Whilst the fixed assets proposed in this application has the specific intent to increase social connection and reduce social isolation, promote healthy relationships and improve social, physical and mental health during COVID-19 restrictions, projects for new fixed assets are excluded and deemed ineligible under the specified guidelines and have therefore not been recommended for funding within this round.

Euroa Cricket Club	Social distancing seating	Looking to have seating round the ground at Memorial Oval Euroa - Working with Euroa Football Netball and Euroa Junior Football Netball Club. This seating will further promote participation at games by spectators in an appropriately socially distancing manner.	No	\$5,000.00	\$15,000.00	\$0.00	Whilst the fixed assets proposed in this application has the specific intent to increase social connection and reduce social isolation, promote healthy relationships and improve social, physical and mental health during COVID-19 restrictions, projects for new fixed assets are excluded and deemed ineligible under the specified guidelines and have therefore not been recommended for funding within this round.
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9.19 2020/2021 Council Christmas/New Year Closures

Responsible Director: Chief Executive Officer

EXECUTIVE SUMMARY

The Council Offices in Binney Street Euroa and Operations Centres at Euroa and Nagambie close over the Christmas and New Year period each year, with the length of closure varying slightly, depending on when each public holiday falls.

This year, Christmas Day falls on a Friday and therefore it is proposed that the office closes from 3.00 pm Thursday 24 December 2020 and reopens at 8.45 am, Monday 4 January 2021. This length of closure is consistent with previous years and has been widely accepted by staff and the community.

It is important to note that this closure relates mainly to Council administration, and many of Councils services will remain available during this time. Directors and Executive Managers will make appropriate staffing arrangements to ensure that Ranger, water patrols for Lake Nagambie, after hours and emergency response services and essential services and programs required to operate during this period continue to do so without interruption.

RECOMMENDATION

That:

- 1. Council endorse the proposed closure of Council offices at 3.00 p.m. on Thursday 24 December 2020 and reopen at 8.45 a.m. on Monday 4 January 2021; and***
- 2. The closure be publicized by way of public notices in locally circulating publications, on the Shire's website, social media and notices at the Euroa and Nagambie Customer Service Centres.***

DISCUSSION

The period between Christmas and New Year is typically a very quiet time for the organisation with most businesses and traders in the area closing prior to Christmas and remaining closed well into January. As Christmas Day falls on a Friday this year, it is proposed that the office closes from 3.00 pm Thursday 24 December 2020 and reopens at 8.45 am, Monday 4 January 2021. Staff involved in delivering essential services and programs continuing to operate throughout this period will continue as usual.

COMMUNITY ENGAGEMENT

One of the Overarching governance principles in section 9 of the Local Government Act 2020 is that the municipal community is to be engaged in strategic planning and strategic decision making.

9.19 2020/2021 Council Christmas/New Year Closures (cont.)

The purpose of this report is to inform the community of the proposed period of closure once resolved by Council. External communication will be via flyers on all office entrances, on the Strathbogie Shire Council Website and on social media.

POLICY CONSIDERATIONS

This practice is consistent with the leave arrangements as detailed in the Strathbogie Shire Council Enterprise Agreement 2019.

CONFLICT OF INTEREST DECLARATION

All officers involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

TRANSPARENCY

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the transparency of Council decisions, actions and information is to be ensured.

This report is coming before Council so that the proposed closure and arrangements for the continuation of essential services during the Christmas New Year period can be heard within a Public Meeting.

FINANCIAL VIABILITY CONSIDERATIONS

One of the Overarching governance principles in section 9 of the *Local Government Act 2020* is that the ongoing financial viability of the Council is to be ensured.

There are no additional financial implications associated with this report.

CONCLUSION

The proposed closure period will provide staff with an adequate break over the festive season with minimal disruption to daily business and services to the public

ATTACHMENTS

Nil

9.20 Business Management System

The December 2020 Business Management System Report includes reports as follows:-

- Building Department – October and November 2020 Statistics
- Planning Department – Planning Application Approvals – Development Cost (Capital Improved Value) - October and November 2020
- Customer Enquiry Analysis Report – Reports for October and November 2020
- Waste Management Reporting ~ Year to Date - October and November 2020
- Actioning of Council Reports Resolutions – Council Meeting 20 October 2020
- Outstanding Actions of Council Resolutions to 30 November 2020
- Review of Council Policies and Adoption of new Policies – October / November 2020
- Records of Council Briefings / Meetings
- Record of Minutes of Meetings of Special Committees of Council received in the past month

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

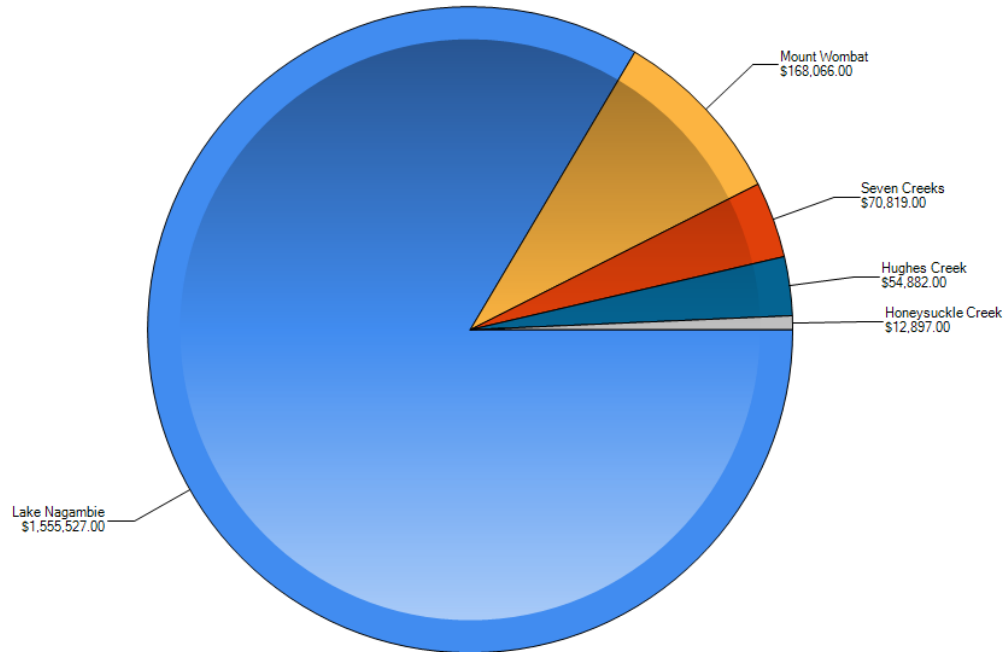
RECOMMENDATION

That the report be noted.

BUILDING ACTIVITY

OCTOBER 2020

Twenty-one (21) permits, with a works value of \$1,862,191, were lodged with Council in October. 57% of permits were for farm or domestic sheds or shelters and 24% were for new dwellings. The number of permits lodged is equal to the number lodged in October 2019, however the works value is 68.5% of last year's value.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
9099535416677	19/10/2020	Construction of	Shed	Violet Town	\$12,897.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
3140494946093	29/10/2020	Re-erection of	Dwelling	Avenel	\$15,500.00
8139196022545	15/10/2020	Construction of	Shed	Avenel	\$39,382.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1194925975156	7/10/2020	Construction of	Shed	Mitchellstown	\$48,211.00
2042496567929	5/10/2020	Construction of	Dwelling & Garage	Nagambie	\$328,481.00
3007774152354	21/10/2020	Construction of	Shed	Mangalore	\$53,695.00
7200646803578	13/10/2020	Construction of	Dwelling & Garage	Nagambie	\$384,563.00
7205607074564	8/10/2020	Construction of	Shed	Whroo	\$21,448.00
7265710261135	13/10/2020	Construction of	Shed	Nagambie	\$58,646.00
7388532315706	27/10/2020	Construction of	Carport	Nagambie	\$8,918.00
7743834744071	18/10/2020	Construction of	Dwelling & Garage	Nagambie	\$224,865.00
8060434742258	19/10/2020	Construction of	Verandah	Nagambie	\$26,700.00
8626504152452	13/10/2020	Demolition of	Dwelling	Nagambie	\$10,000.00
9807746567802	16/10/2020	Construction of	Dwelling & Carport, Shed	Graytown	\$390,000.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2160110522415	7/10/2020	Construction of	Shed	Sheans Creek	\$46,360.00
4001435613745	15/10/2020	Change of use	Shed to Habitable Building	Creightons Creek	\$7,000.00
5022459426781	20/10/2020	Construction of	Swimming Pool	Euroa	\$65,078.00
6563715343432	5/10/2020	Construction of	Shed	Strathbogie	\$26,159.00
6817354018918	7/10/2020	Construction of	Shed	Strathbogie	\$23,469.00

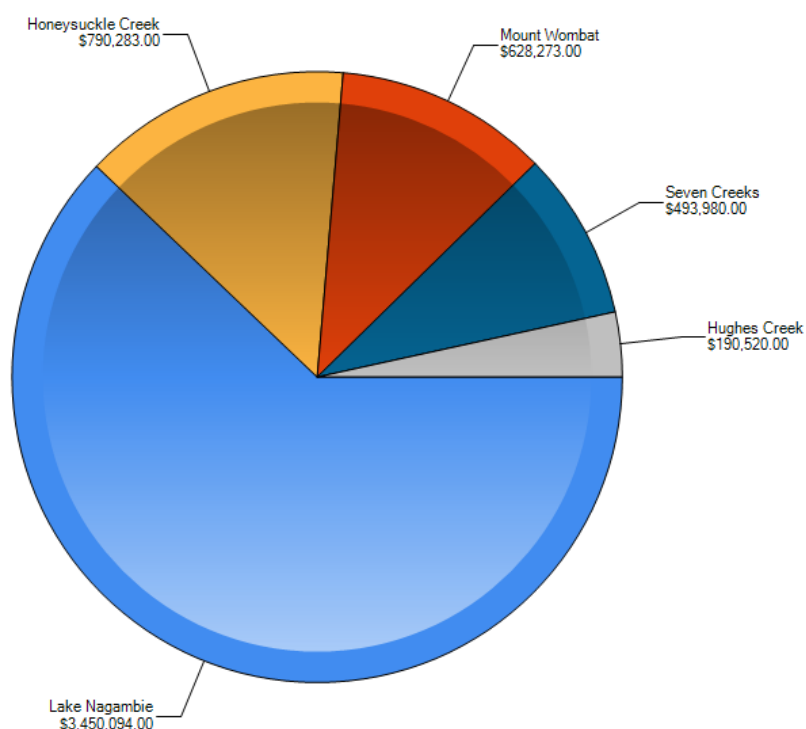
Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
3176714598529	28/10/2020	Construction of	Warehouse	Euroa	\$49,046.00
9012283505427	13/10/2020	Construction of	Carport	Euroa	\$21,773.00

BUILDING ACTIVITY

NOVEMBER 2020

Thirty-three (33) permits, with a works value of \$5,553,150, were lodged with Council in November. 50% of the lodgements and 62% of the works value are for proposed works in the Lake Nagambie ward. At least one new dwelling is proposed to be constructed in each Council ward, with two proposed for Honeysuckle and seven for Lake Nagambie.



Honeysuckle Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2182651114890	4/11/2020	Construction of	Shed	Tamleugh	\$28,500.00
3970529194609	24/11/2020	Construction of	Dwelling & Garage	Violet Town	\$271,015.00
4212827608183	3/11/2020	Construction of	Carport	Violet Town	\$5,000.00
4269895767681	2/11/2020	Construction of	Shed	Earlston	\$15,800.00
4374033848323	7/11/2020	Construction of	Dwelling & Garage	Violet Town	\$394,033.00
5150697077428	3/11/2020	Construction of	Shed	Boho South	\$49,416.00
7156877497426	29/11/2020	Construction of	Shed	Violet Town	\$26,519.00

Hughes Creek

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
4193797015949	8/09/2020	Construction of	Dwelling & Garage	Avenel	\$165,000.00
6135068435529	26/10/2020	Construction of	Shed	Avenel	\$9,900.00
7384213725529	23/11/2020	Alterations & Additions to	Dwelling	Pranjip	\$15,620.00

Lake Nagambie

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1677997632970	26/11/2020	Construction of	Garage	Nagambie	\$15,000.00
2262045204025	20/10/2020	Construction of	Garage	Nagambie	\$10,000.00
2469574434070	23/10/2020	Construction of	Dwelling & Garage	Nagambie	\$226,623.00
4676963099434	25/10/2020	Construction of	Dwelling & Garage	Nagambie	\$358,739.00
5546718421448	13/11/2020	Construction of	Explosive magazine	Mitchellstown	\$927,344.00
6773207697219	3/11/2020	Extension to	Shed	Nagambie	\$14,828.00
7074373262616	28/11/2020	Demolition of	Dwelling	Nagambie	\$21,000.00
7382386734914	20/10/2020	Construction of	Deck	Nagambie	\$13,500.00
7385922486048	17/11/2020	Construction of	Dwelling & Garage	Nagambie	\$199,429.00
8455208454826	13/10/2020	Construction of	Dwelling	Nagambie	\$190,000.00
8606735154394	8/11/2020	Construction of	Shed	Nagambie	\$14,418.00
8619871569997	19/10/2020	Construction of	Alfresco Area	Nagambie	\$14,000.00
8681976681596	21/10/2020	Construction of	Alfresco Area, Shed	Nagambie	\$99,413.00
8757906458972	5/11/2020	Construction of	Dwelling & Garage	Nagambie	\$282,159.00
8863136211707	10/11/2020	Construction of	Dwelling & Garage	Goulburn Weir	\$742,000.00
9000415579766	7/11/2020	Alteration to	Verandah	Nagambie	\$2,000.00
9964410497713	23/10/2020	Construction of	Dwelling & Garage	Nagambie	\$319,641.00

Mount Wombat

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
2782871880071	30/10/2020	Construction of	Sunroom, Shed	Creightons Creek	\$67,546.00
3786331466601	9/11/2020	Construction of	Shed	Tarcombe	\$100,000.00
6833404534711	26/11/2020	Construction of	Dwelling	Longwood East	\$460,727.00

Seven Creeks

Permit Number	Permit Date	Works	Building Use	Town	Cost of Works
1213924019713	20/11/2020	Construction of	Carport	Euroa	\$9,460.00
2979587321510	24/11/2020	Construction of	Pergola	Euroa	\$8,000.00
7987619209715	13/11/2020	Construction of	Dwelling & Garage, Shed	Euroa	\$476,520.00

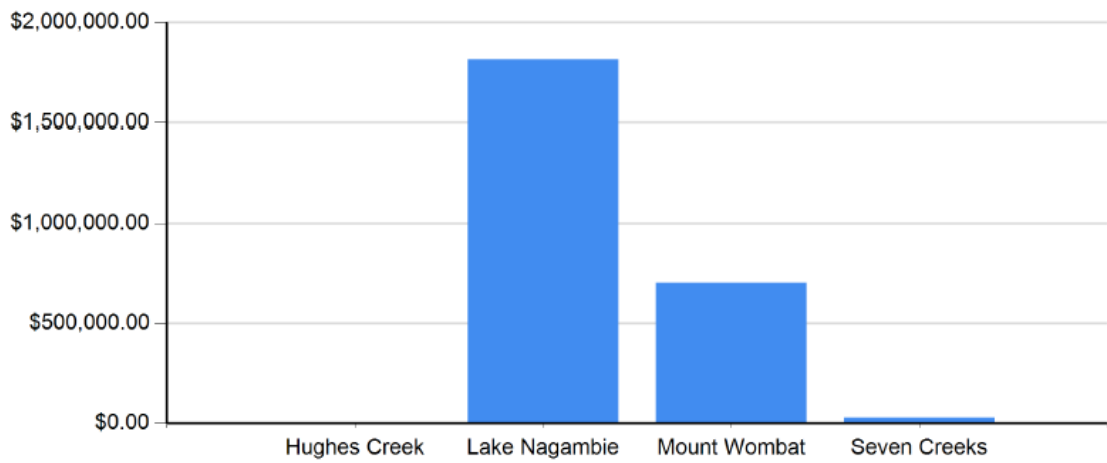
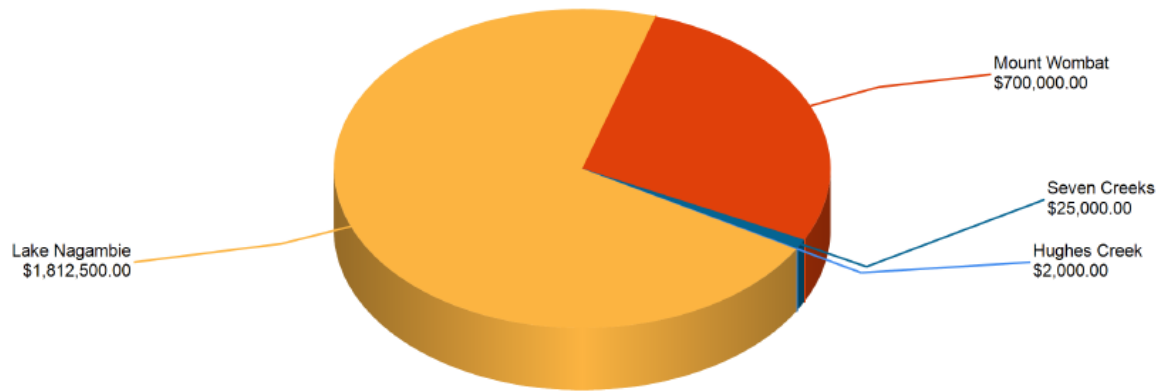
**PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL
IMPROVED VALUE)
OCTOBER 2020**



Planning Applications Determined

October 2020

Hughes Creek	\$2,000.00
Avenel	\$2,000.00
Lake Nagambie	\$1,812,500.00
Goulburn Weir	\$12,500.00
Nagambie	\$1,800,000.00
Mount Wombat	\$700,000.00
Euroa	\$5,000.00
Gooram	\$300,000.00
Strathbogrie	\$195,000.00
Strathbogrie	\$50,000.00
Strathbogrie	\$50,000.00
Tarcombe	\$100,000.00
Seven Creeks	\$25,000.00
Euroa	\$25,000.00
Total Value	\$2,539,500.00



PLANNING APPLICATION APPROVALS – DEVELOPMENT COST (CAPITAL IMPROVED VALUE)
NOVEMBER 2020



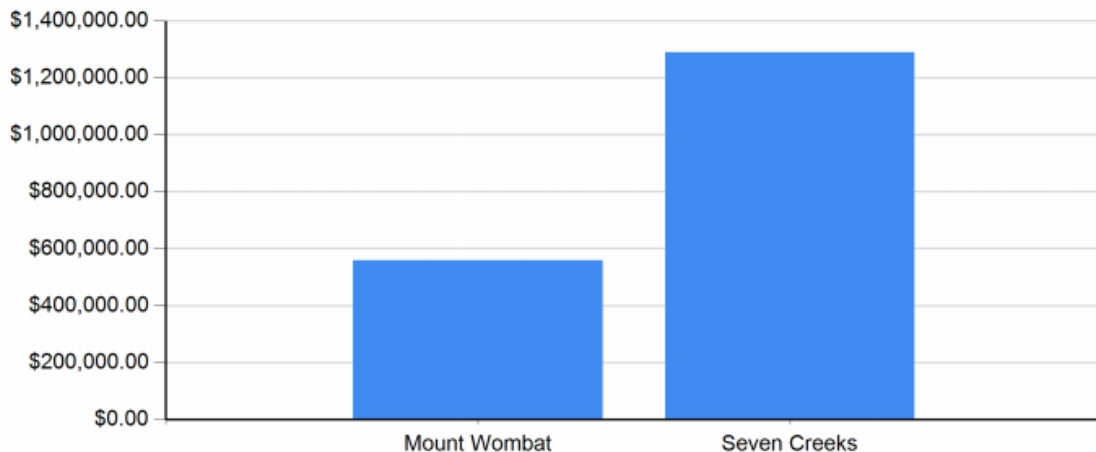
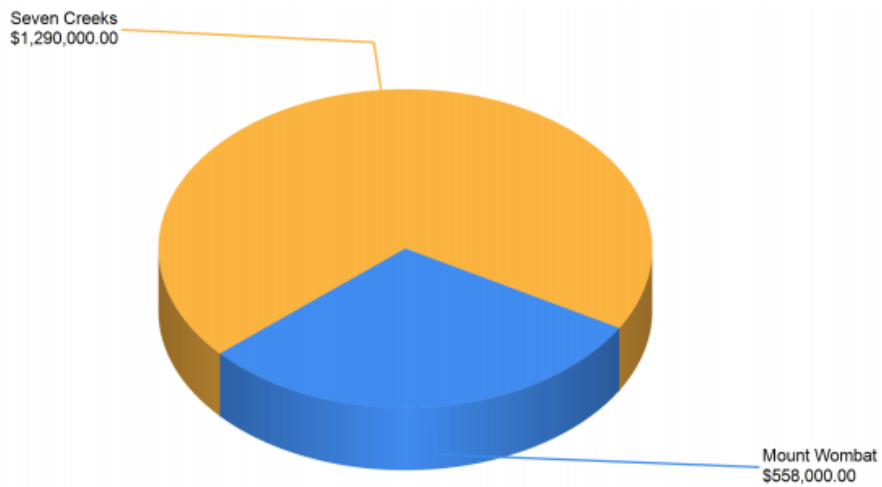
Planning Applications Determined

November 2020

Mount Wombat	\$558,000.00
Kelvin View	\$550,000.00
Strathbogie	\$8,000.00

Seven Creeks	\$1,290,000.00
Euroa	\$250,000.00
Euroa	\$40,000.00
Euroa	\$1,000,000.00

Total Value	\$1,848,000.00
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**CUSTOMER ENQUIRY ANALYSIS REPORT
- REPORT FOR OCTOBER 2020**



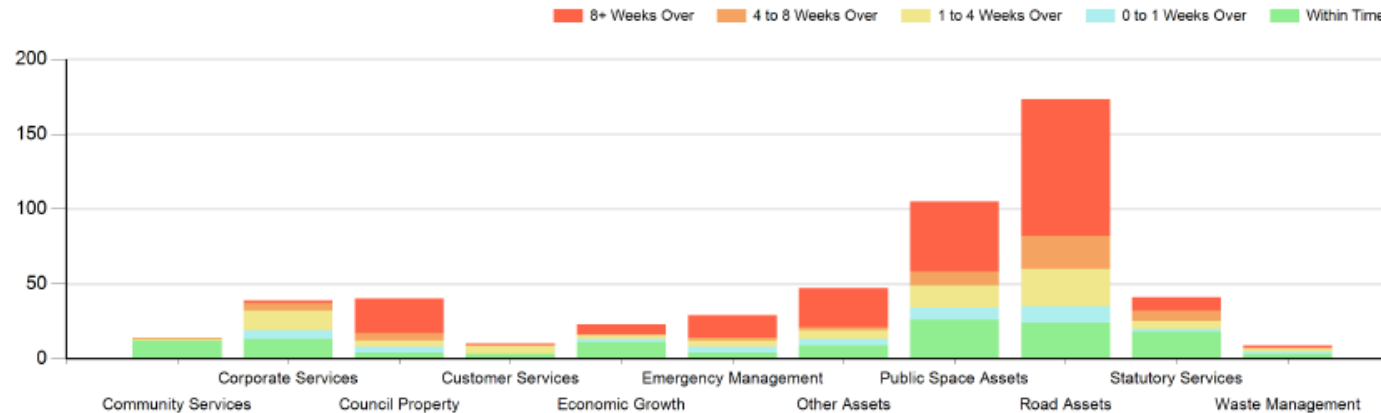
Request Throughput Analysis

01/10/2020 to 31/10/2020

M I O R	Complete / New	> 80%	50-80%	< 50%
	Overdue / Remaining	< 33%	34-70%	> 70%

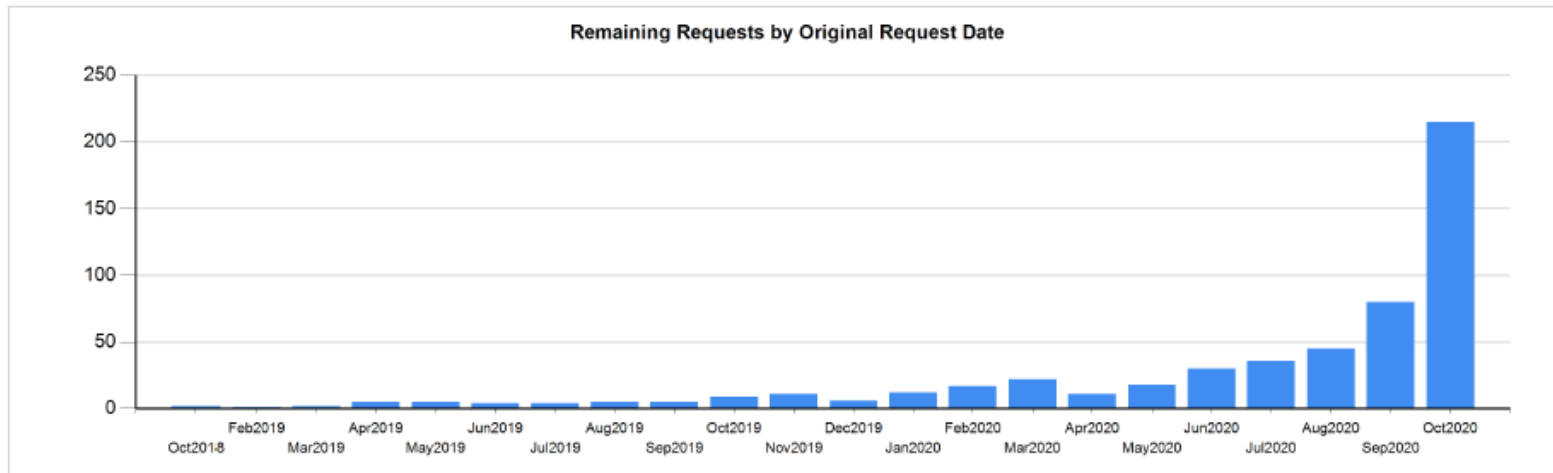
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	4	50	40	14	🟢	12	2	🟢	0	
Corporate Services	19	123	103	39	🟢	13	26	🟡	0	
Council Property	38	32	30	40	🟢	4	36	🔴	0	
Customer Services	3	24	17	10	🟡	3	7	🟡	0	
Economic Growth	28	227	232	23	🟢	11	12	🟡	0	
Emergency Management	24	118	113	29	🟢	4	25	🔴	0	
Other Assets	43	24	20	47	🟢	9	38	🔴	0	
Public Space Assets	104	73	59	105	🟢	26	79	🔴	13	
Road Assets	188	106	119	173	🟢	24	149	🔴	2	
Statutory Services	54	161	174	41	🟢	18	23	🟡	0	
Waste Management	6	18	15	9	🟢	3	6	🟡	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	October								1	1		
	February									1		
	March								1	1		
	April								2	3		
	May								2	3		
	June								1	3		
2019	July								2	2		
	August			1					1	3		
	September								5			
	October								4	5		
	November			1			2		7	1		
	December					1	1		3	1		
	January		1	2			2	2	3	2		
2020	February			2		1	1	2	2	7	1	1
	March			2			3	5	2	8	2	

2020	April							3	2	4	2	
	May			1		1	3	4	3	6		
	June			5	1		2	4	7	10	1	
	July			5			1	4	5	20	1	
	August		1	4		4	1	3	8	18	5	1
	September	1	8	7		2	3	4	17	30	8	
	October	13	29	10	9	14	10	16	40	46	21	7
Total		14	39	40	10	23	29	47	118	175	41	9

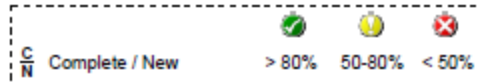
Definitions

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

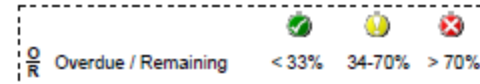
Complete
New

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 NOVEMBER 2020



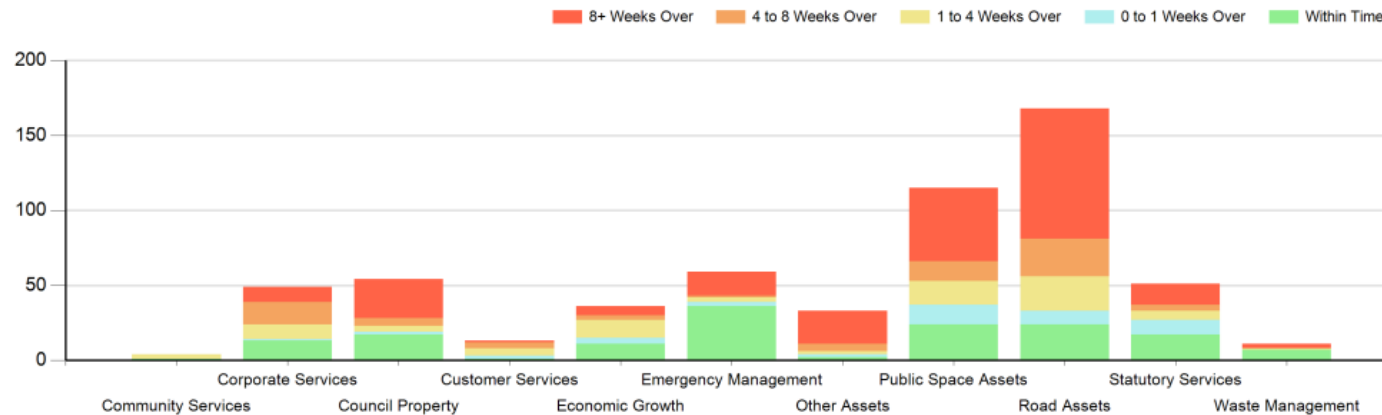
Request Throughput Analysis

01/11/2020 to 30/11/2020

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

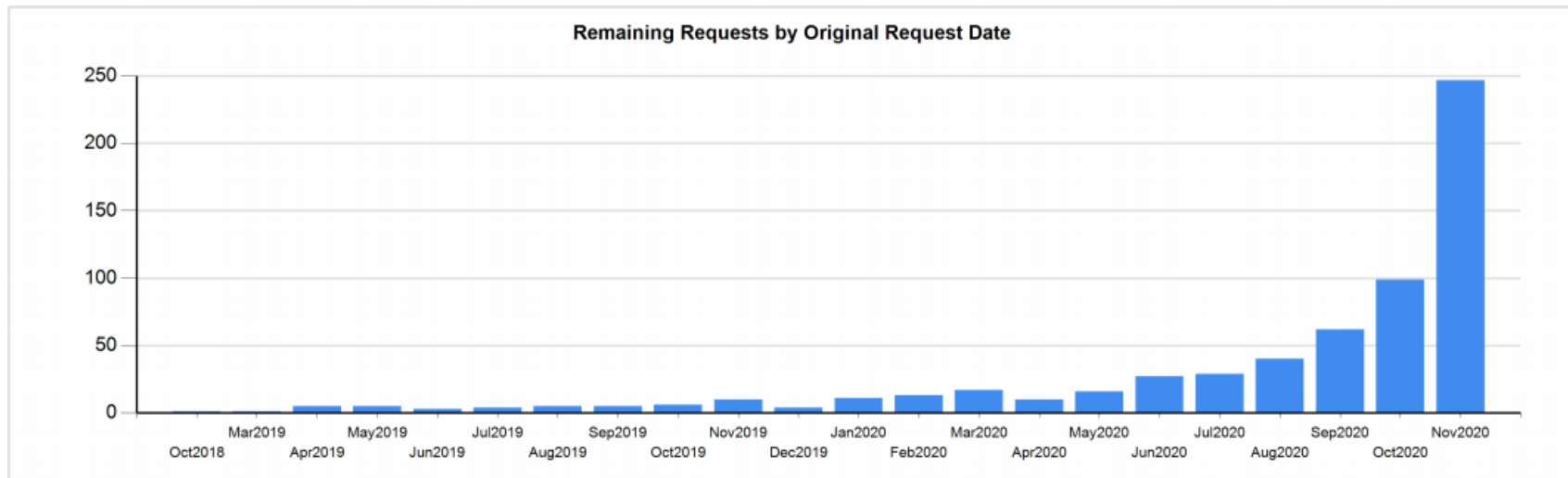
Service Area	Existing Requests	New Requests	Completed Requests	Remaining Requests	C N	Within Time	Over Time	O R	Pending Resources	Service Area Usage
Community Services	14	43	53	4	✓	1	3	✗	0	<div style="width: 10px; height: 10px; background-color: blue; display: inline-block;"></div>
Corporate Services	46	123	119	50	✓	13	37	✗	0	<div style="width: 20px; height: 10px; background-color: blue; display: inline-block;"></div>
Council Property	40	54	36	58	⚠	17	41	⚠	0	<div style="width: 10px; height: 10px; background-color: blue; display: inline-block;"></div>
Customer Services	10	11	8	13	⚠	1	12	✗	0	<div style="width: 2px; height: 10px; background-color: blue; display: inline-block;"></div>
Economic Growth	22	277	261	38	✓	11	27	✗	0	<div style="width: 40px; height: 10px; background-color: blue; display: inline-block;"></div>
Emergency Management	28	112	81	59	⚠	36	23	⚠	0	<div style="width: 20px; height: 10px; background-color: blue; display: inline-block;"></div>
Other Assets	47	16	30	33	✓	2	31	✗	0	<div style="width: 5px; height: 10px; background-color: blue; display: inline-block;"></div>
Public Space Assets	119	94	86	117	✓	24	93	✗	10	<div style="width: 15px; height: 10px; background-color: blue; display: inline-block;"></div>
Road Assets	175	90	91	172	✓	24	148	✗	2	<div style="width: 15px; height: 10px; background-color: blue; display: inline-block;"></div>
Statutory Services	42	159	149	52	✓	17	35	⚠	0	<div style="width: 25px; height: 10px; background-color: blue; display: inline-block;"></div>
Waste Management	13	19	20	12	✓	7	5	⚠	0	<div style="width: 3px; height: 10px; background-color: blue; display: inline-block;"></div>

Request Ageing



Service Usage

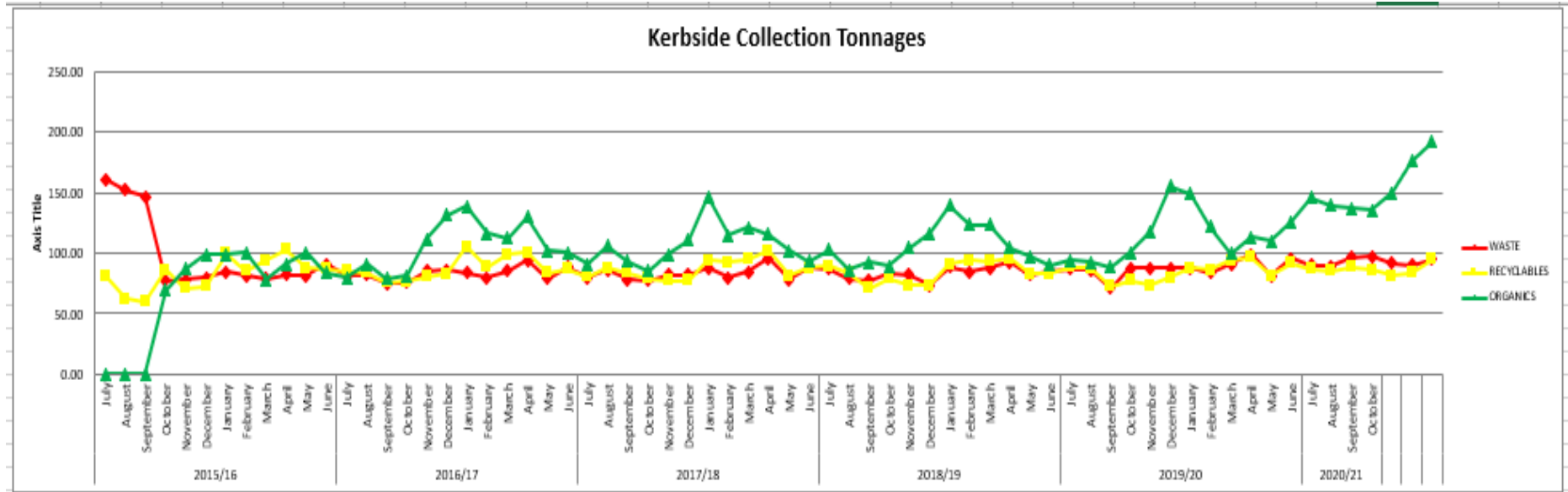


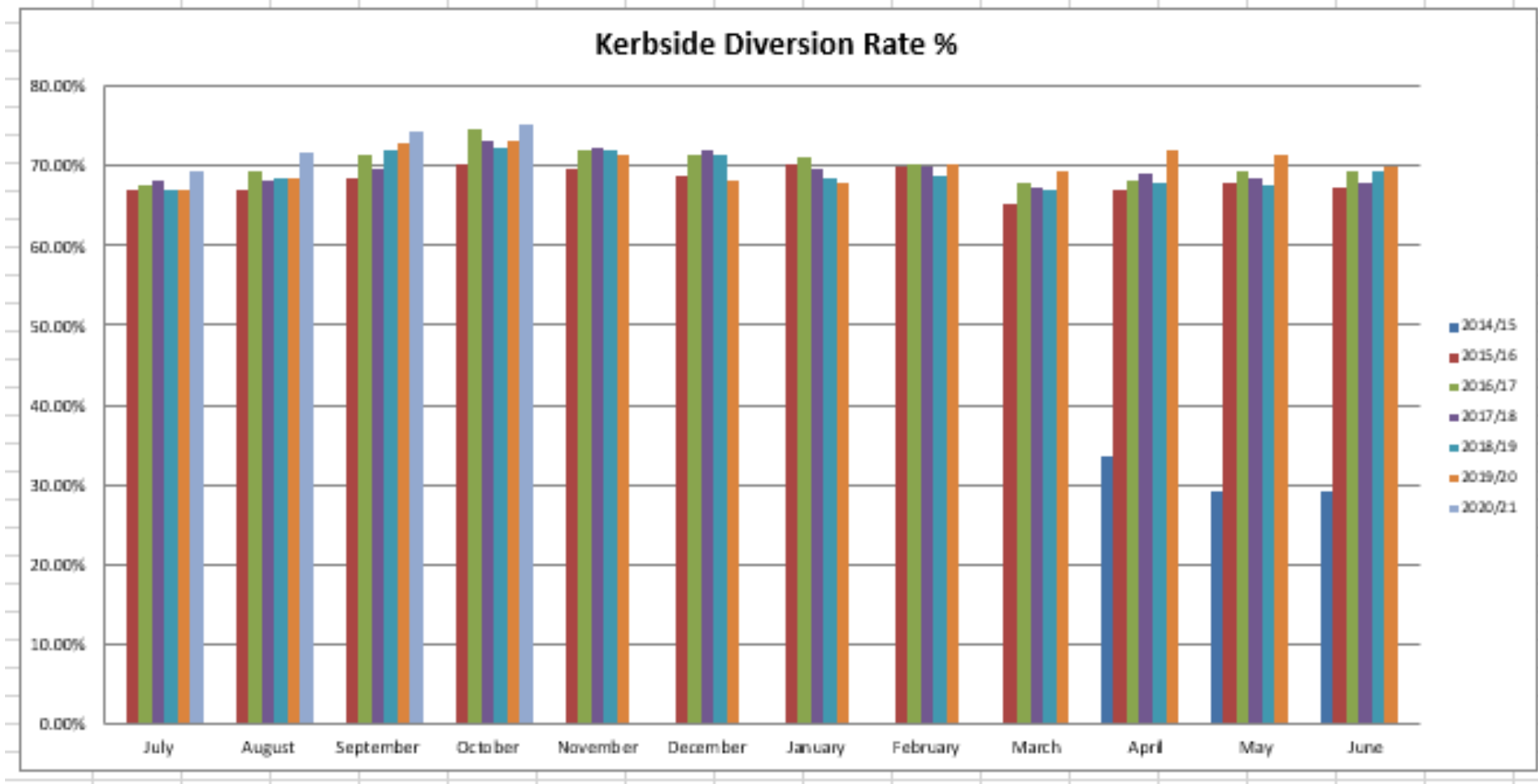


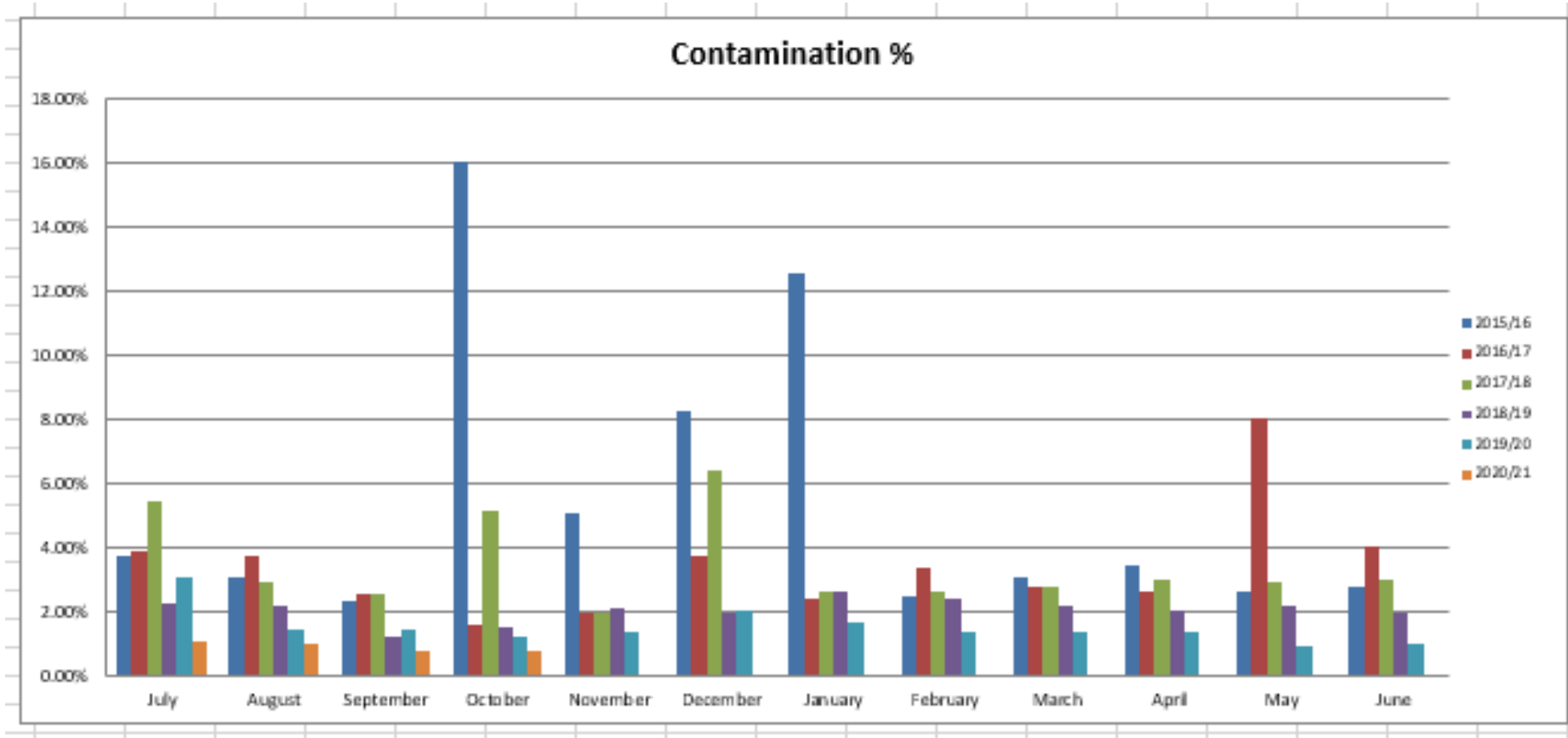
		Community Services	Corporate Services	Council Property	Customer Services	Economic Growth	Emergency Management	Other Assets	Public Space Assets	Road Assets	Statutory Services	Waste Management
2018	October									1		
	March								1			
2019	April								2	3		
	May								2	3		
	June								1	2		
	July								2	2		
	August			1					1	3		
	September								5			
	October								3	3		
	November			1			2		6	1		
	December						1		2	1		
	2020	January		1	2			2	2	2	2	
February				2		1	1	1	2	4	1	1
March				2			3	3	1	6	2	
April								3	1	4	2	

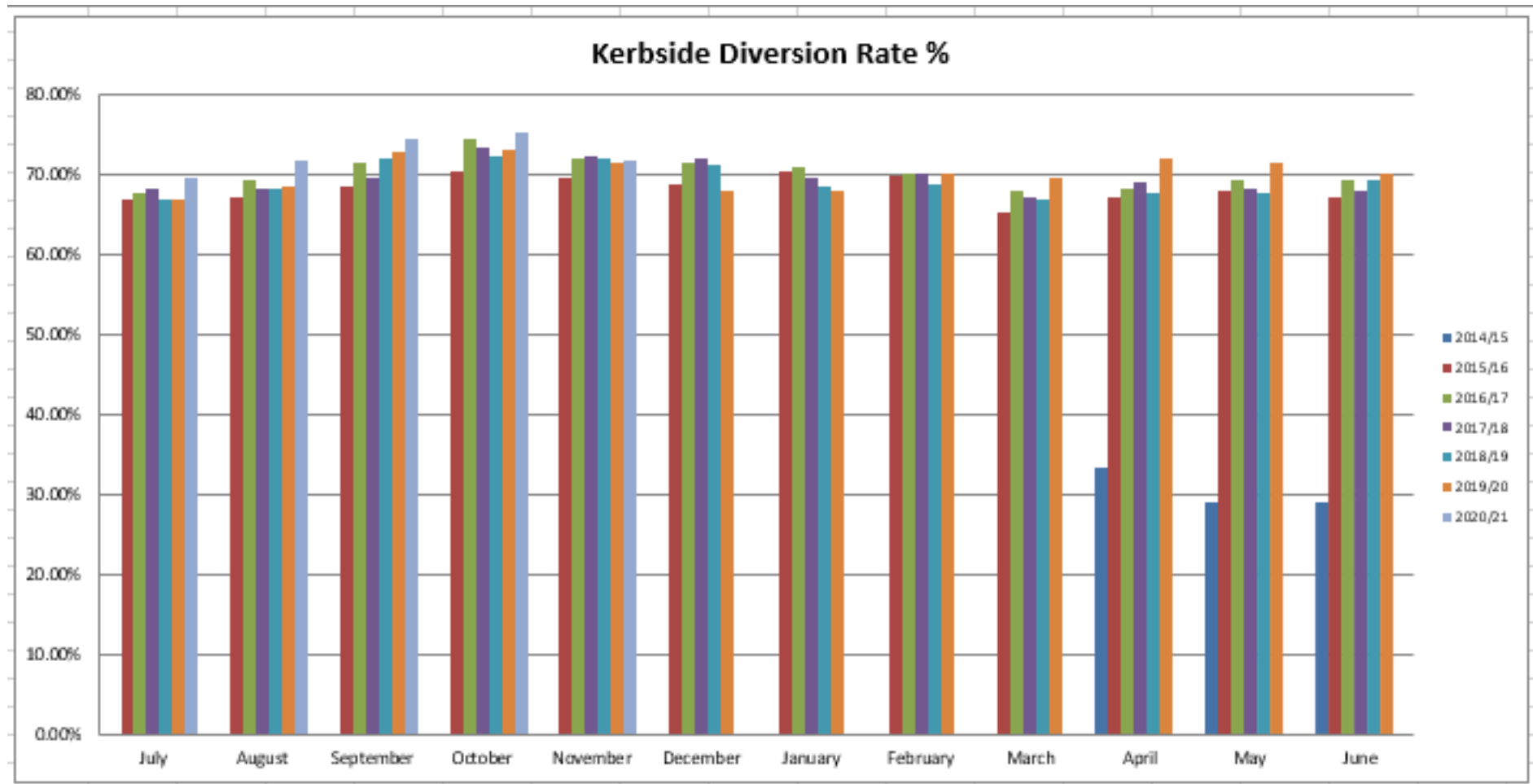
2020	May			1		2	3	3	3	4		
	June			5	1		2	3	6	9	1	
	July			5			1	3	5	14	1	
	August		4	4		3	1	3	7	11	5	2
	September		8	5			1	3	14	26	5	
	October	3	17	4	6	8	3	5	19	27	6	1
	November	1	20	26	6	24	39	4	42	48	29	8
Total		4	50	58	13	38	59	33	127	174	52	12

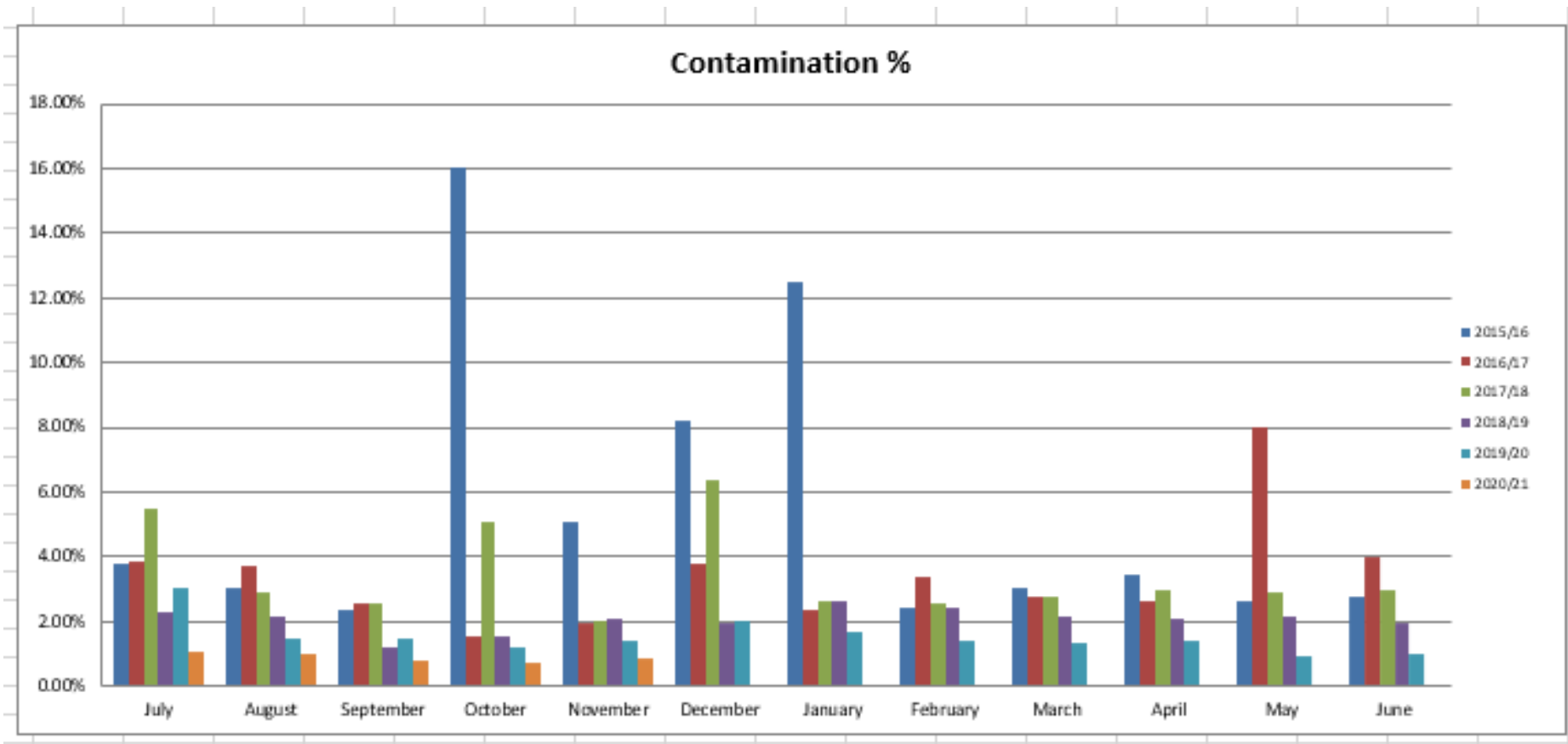
WASTE MANAGEMENT REPORTING
YEAR TO DATE - OCTOBER 2020











ACTIONING OF COUNCIL REPORTS RESOLUTIONS
COUNCIL MEETING – 20 OCTOBER 2020



**OUTSTANDING ACTIONS OF COUNCIL RESOLUTIONS TO
30 NOVEMBER 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 finalised.

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
Review	Procurement Policy	Refer to Item 9.10

RECORDS OF COUNCIL BRIEFINGS / MEETINGS

For period 1 October to 25 November 2020

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Councillor Briefings / Meetings

Date of Meeting: Tuesday 20 October 2020

Time: 12.15 p.m. – 6.45 p.m.

Attendees:

Councillors

Amanda McClaren
Robert Gardner
Malcolm Little
John Mason
Chris Raeburn
Alistair Thomson
Graeme Williams

Officers

Julie Salomon (Chief Executive Officer)
David Roff (Director, Corporate Operations)
Dawn Bray (Executive Manager, Governance and Customer Service)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Emma Kubeil (Acting Director, Community and Planning)

Apologies

Nil

1. Councillors / CEO Meeting
2. Councillors / ELT – 'Welcome and What's been Happening'

Declarations of Interest

3. Capital Works Program / Project Management Framework and Reporting
4. Procurement Process
5. Zero to 1 Roads
6. Grant Funding: Status
7. COVID-19 Recovery Update
8. Customer Service / 4Cs (Customer Service / Communications / Consultation and Engagement / Community Decisions) Report Card
9. October Ordinary Council Meeting Agenda Review
10. Item/s for Discussions
11. October Ordinary Council Meeting

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

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

Record of Council Briefings / Meetings

Record in accordance with Council's Public Transparency Policy 2020

Note: Details of matters discussed at the meeting that have been designated confidential under Rule 103 of the Governance Rules and sections 3 and 125 of the LG Act 2020 are described in a separate "confidential addendum" that will be reported to the next closed Council meeting

Name of Meeting: Councillor Briefings / Meetings

Date of Meeting: Tuesday 15 September 2020

Time: 12.45 p.m. – 10.01 p.m.

Attendees:

Councillors

Amanda McClaren
Robert Gardner
Malcolm Little
John Mason
Chris Raeburn
Alistair Thomson
Graeme Williams

Officers

Julie Salomon (Chief Executive Officer)
David Roff (Director, Corporate Operations)
Dawn Bray (Executive Manager, Governance and Customer Service)
Kristin Favaloro (Executive Manager, Communications and Engagement)
Emma Kubeil (Acting Director, Community and Planning)

Apologies

Phil Howard (Director, Community and Planning) *(on leave)*

1. Councillors / CEO Meeting
2. Councillors / ELT – 'Welcome and What's been Happening'

Declarations of Interest

3. Review of Tenders Reports for September Council Meeting
4. September Ordinary Council Meeting Agenda Review
5. Item/s for Discussions
6. September Ordinary Council Meeting

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

Matter No.	Names of Councillor/s who disclosed interest	Did the Councillor/s leave the meeting?
6 / 9.9	Cr Williams	No
6 / 9.17	Cr Raeburn	Yes

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

RECORD OF MEETINGS OF SPECIAL COMMITTEES OF COUNCIL

Record of Minutes of Meetings received in the October / November 2020 Period

Name of Special Committee	Date of Meeting

10. NOTICES OF MOTION

11. NOTICES OF RESCISSION

12. URGENT BUSINESS

13. CONFIDENTIAL BUSINESS

Confidential Appendices

These appendices have been classified as being confidential in accordance with section 66(2)(a) and Part 1, section 3 of the Local Government Act 2020 as they relate to:

- (f) *personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs*
- (g) *private commercial information, being information provided by a business, commercial or financial undertaking that—*
 - (i) *relates to trade secrets; or*
 - (ii) *if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage*

- C.A. 1 (f) 2021 Australia Day Awards – Determination of the Shire-wide Award recipients
- C.A. 2 (g) Tender for Contract Number 19-20-39: Design and Construct of Nagambie Recreation Reserve (NRR) Netball Courts
- C.A. 3 (g) Tender for Contract Number 20-21-45: Construction of Nagambie Active Space Hub
- C.A. 4 (g) Tender for Contract No. 20/21-54: 2020-21 Roads Reseal Program
- C.A. 5 (g) Tender for Contract No. 20/21-55: 2020-21 Roads Rehabilitation Program
- C.A. 6 (g) Tender for Contract Number 20/21-17 – Provision of Town Planning and Urban Design Services – Panel of Suppliers
- C.A. 7 (g) Tender for Contract Number 20/21-13 – I.T. Consultancy Services – Panel of Suppliers

NEXT MEETING

The next Ordinary Meeting of the Strathbogie Shire Council is scheduled to be held on Tuesday 19 January 2021 at the Euroa Community Conference Centre, commencing at 6.00 p.m.

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