

# **Agenda**

## **Ordinary Meeting of Council**

Corryong Council Office

Tuesday 7 March 2017

---

This information is available in alternative formats on request

**AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT TOWONG SHIRE COUNCIL, CORRYONG OFFICE ON TUESDAY 7 MARCH 2017 COMMENCING AT 10.00 AM.**

**Commonly used acronyms**

<b>ABBREVIATION</b>	<b>TITLE</b>
Staff	
CAE	Civil Asset Engineer
CEO	Chief Executive Officer
DCCS	Director Community and Corporate Services
DTS	Director Technical Services
EA	Executive Assistant
MCS	Manager Community Services
MED	Manager Economic Development
MES	Manager Executive Services
Government/Organisation	
ACSUM	Alliance of Councils and Shires of the Upper Murray
DEDJTR	Department of Economic Development, Jobs, Transport and Resources
DELWP	Department of Environment, Land, Water and Planning
GMW	Goulburn Murray Water
HRGLN	Hume Region Local Government Network
MAV	Municipal Association of Victoria
NECMA	North East Catchment Management Authority
NEW	North East Water
NEWRRG	North East Waste and Resource Recovery Group
RCV	Rural Councils Victoria
RDA	Regional Development Australia
RDV	Regional Development Victoria
THS	Tallangatta Health Service
UMHCS	Upper Murray Health and Community Services

**TABLE OF CONTENTS**

1	Opening Prayer.....	5
2	Councillor and Officer presence at the meeting.....	5
3	Apologies and granting of leave of absence .....	5
4	Declaration of pecuniary interest and/or conflict .....	5
5	Confirmation of minutes .....	5
6	Petitions, joint letters and declarations.....	5
6.1	Unauthorised fencing and tree planting on Lucyvale Road and Perkins Road (01/01/0191 - DTS).....	5
7	Assembly of Councillors .....	6
8	Open Forum.....	6
9	Organisational improvement.....	7
9.1	Finance Report as at 31 January 2017 (DCCS) .....	7
9.2	Mid-year Budget Review 2016/17 (06/02/0061-DCCS).....	23
9.3	VEC election report from Returning Officer (07/08/0003 DCCS).....	25
9.4	Occupational Health and Safety Report (06/04/0212-DCCS) .....	27
9.5	Action Sheet Reports (06/05/0010-CEO).....	27
9.6	Council Plan Priorities (07/05/0022-DCCS).....	27
9.7	Performance Reporting Graphs (DCCS) .....	27
10	Community wellbeing .....	28
10.1	Community Services Report (04/07/0055- DCCS).....	28
10.2	Tallangatta Neighbourhood House Strategy 2017-2019 (04/11/0054 - DCCS) 28	
10.3	Library Donations Policy (04/08/0006-DCCS).....	31
10.4	Mitta Valley Inc. - Appointment of Council representative (07/05/0007- CEO) 33	
11	Asset management.....	34
12	Land-use planning .....	34
13	Environmental sustainability .....	35
14	Economic and tourism development.....	35
14.1	Tourism North East – Membership (05/02/0161-CEO) .....	35
15	Councillor Reports .....	45
15.1	Walwa Riverside Independent Living Units Committee – (04/09/0003 – Cr Star) 45	
15.2	North East Waste & Resource Recovery Group (07/01/0050 - Cr Tolsher) 46	
15.3	North East Waste & Resource Recovery Board (07/01/0050 - Cr Tolsher) 47	
15.4	Dairy industry meeting (05/01/0143 – Cr Wortmann).....	49
16	Urgent business.....	51
17	Committee minutes.....	51
17.1	Upper Murray Business Inc (UMBI) (07/01/0045 - Cr Star) .....	51
18	Occupational health and safety .....	52
		3

18.1	OHS Committee (06/04/0212-DCCS).....	52
19	Council policies (10/01/0007-CEO) .....	52
20	Sealing of documents.....	53
20.1	Section 173 Agreement – GJ Prichard (312000,312400), JA Studenik (258800), DG Cheshire (223350) – (DTS).....	53
20.2	Naming and Registration of Unnamed Roads (01/01/0449 – DTS).....	55
21	Confidential.....	58
21.1	Unauthorised fencing and tree planting on Lucyvale Road and Perkins Road (01/01/0191 - DTS).....	59
21.2	Residential access and gates on Lucyvale Road (01/01/0191 - DTS).....	59
21.3	Tender Assessment – Bogie Drive Waste Compactor (DTS).....	59

## **1 Opening Prayer**

"Almighty God, we ask that you be present at this meeting to assist us in our service to the Community through Local Government.

We pray that our decisions will be wise and taken with goodwill and clear conscience.

Amen."

## **2 Councillor and Officer presence at the meeting**

## **3 Apologies and granting of leave of absence**

## **4 Declaration of pecuniary interest and/or conflict**

For the purpose of this section, Councillors must disclose the nature of the conflict of interest in accordance with s79 (2) of the Local Government Act.

## **5 Confirmation of minutes**

7 February 2017 – Ordinary Meeting

7 February 2017 – Special Meeting

### **RECOMMENDATION:**

**THAT THE MINUTES OF THE ORDINARY MEETING AND THE MINUTES OF THE SPECIAL MEETING HELD ON 7 FEBRUARY 2017 AS CIRCULATED BE CONFIRMED.**

## **6 Petitions, joint letters and declarations**

### **6.1 Unauthorised fencing and tree planting on Lucyvale Road and Perkins Road (01/01/0191 - DTS)**

A petition has been received and provided to Councillors prior to the meeting. The petition will be tabled at the meeting.

## **7 Assembly of Councillors**

A written record of the Assemblies of Councillors from 31 January 2017 to 28 February 2017 is included at [Appendix 1](#).

### **RECOMMENDATION:**

**THAT THE INFORMATION BE NOTED.**

## **8 Open Forum**

## 9 Organisational improvement

### 9.1 Finance Report as at 31 January 2017 (DCCS)

#### Disclosure of Interests (S.80C):

This report was prepared by Mr Blair Phillips, Manager Finance.

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

#### OPERATING RESULT

	Note	Jan-17 (Actual) \$'000	Jan-17 (Budget) \$'000	YTD (Actual) \$'000	YTD (Budget) \$'000	YTD (Variance) \$'000	YTD (Variance) %	2016/17 Full Year (Budget) \$'000	2016/17 Full Year (Achieved) %
Income	1	241	158	11,657	11,845	(188)	(2%)	16,975	69%
Expenditure	2	638	897	5,235	5,882	647	11%	14,002	37%
Surplus/ (Deficit)		(397)	(739)	6,422	5,963	459	8%	2,973	216%

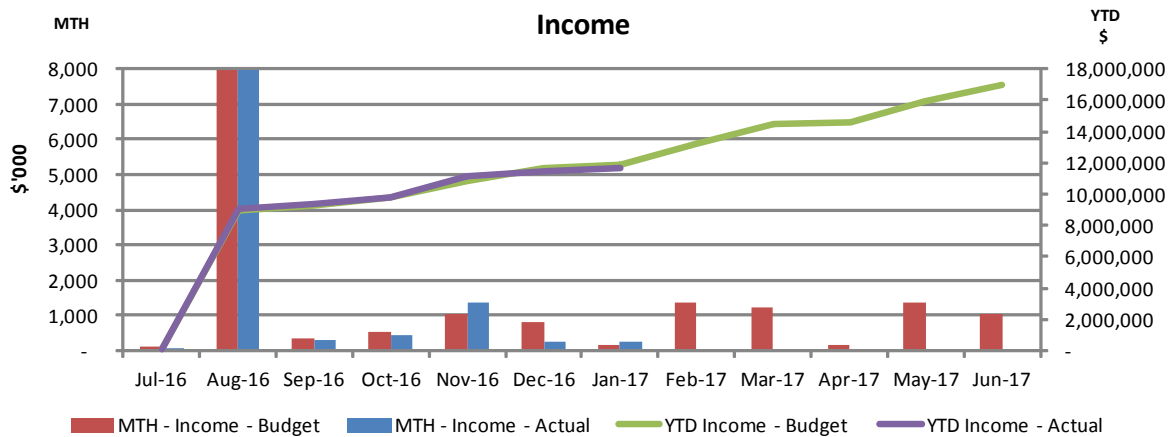
Table 1: Operating Result

#### Note 1:

Council's YTD income at 31 January 2017 is \$11.6 million against a budget of \$11.8 million. The major items contributing to the \$188,000 variance include:

- Revenue expected to be received later than anticipated:
  - \$600,000 – for the Roads to Recovery program
  - \$69,000 – for the State Revenue Office contribution to the Shire revaluation costs
  - \$47,000 – for the State Government Library contribution
  - \$30,000 - for the Municipal Emergency Response Program.
  
- Revenue received that was not budgeted in 2016/17:
  - \$139,000 – North East Water's contribution to Destination Tallangatta project was invoiced and recognised as revenue in September 2016 (timing difference – was originally planned for 2017/18)
  - \$121,000 – grant funding for kindergartens was budgeted on initial incomplete funding advice from the State Government and was therefore understated (permanent difference). Additional funding has also been received:

- to support more vulnerable users of the service, including those impacted by the dairy industry challenges
    - to cover back pay under the new enterprise agreement
    - to implement an occasional child care program in our kindergartens
  - \$100,000 – the final instalment for the completion of the Tallangatta Integrated Community Centre (timing difference – was originally budgeted in 2015/16)
  - \$60,000 – for the ‘Improving Connections’ – Hanson Street, Corryong Project (new project)
  - \$56,000 – ‘Bushies Hit for Six’ – for cricket nets upgrade at Rowen Park Tallangatta (new project)
  - \$45,000 – the final instalment for the completion of the Wyeebroo Multi-Purpose Facility (timing difference – was originally budgeted in 2015/16).
- Revenue budgeted that will not be received:
    - \$32,000 – from the State Government for the local State Emergency Services units. A change in procedure was introduced in September 2016 with the State Government paying their funding direct to the individual units and not through Council (permanent difference).

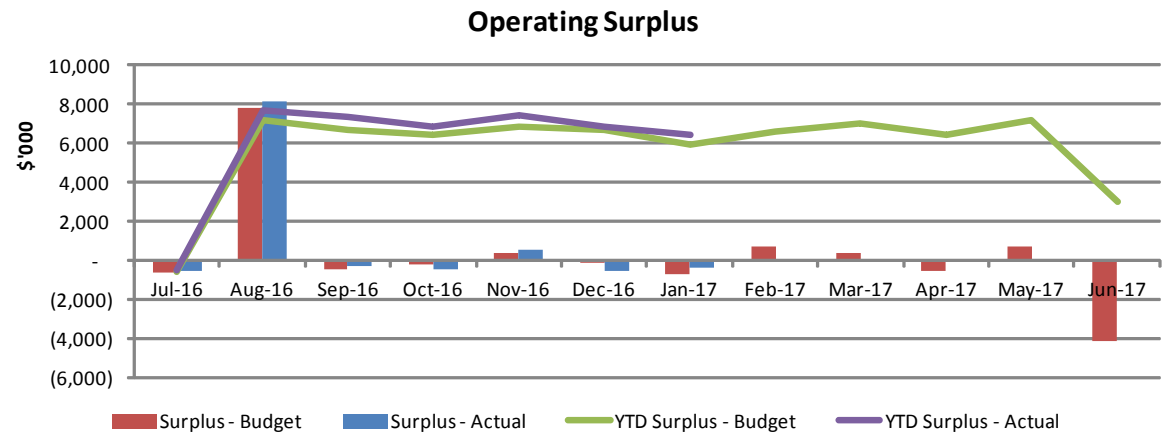
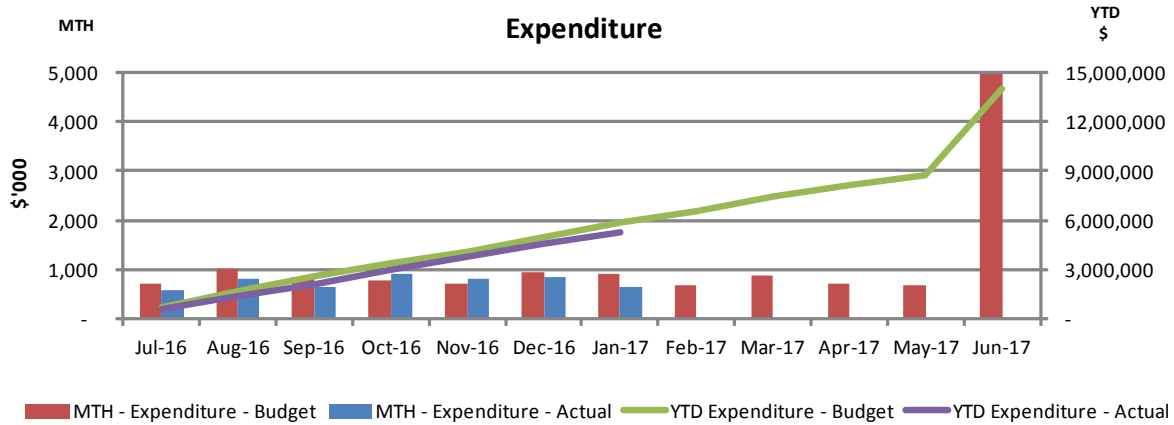


Note 2:

Council’s expenditure at 31 January 2017 is \$5.2 million against a budget of \$5.8 million. The major items contributing to the \$647,000 favourable variance include:



- Expenditure that will be incurred later than expected:
  - \$450,000 - staff costs – positions not yet filled in childcare and Executive Services (permanent difference). There are also currently 2 vacancies in the Planning department. Contractors have been engaged to cover these planning vacancies and we are currently awaiting invoices for these services (timing difference).
  - \$52,000 – operational costs of the Bushfire Camera Network will be incurred in coming years (timing difference)
  - \$77,000 – other costs of operating the childcare facility (including learning materials, cleaning, electricity and nappies) that commenced operation in January 2017 (permanent difference). These costs were budgeted from July 2016.
  - \$46,000 – for swimming pool staff costs. Invoices have been received for work completed and will be processed in February (timing difference).
  - \$42,000 – for the Narrows project (timing difference).
  
- Permanent expenditure savings of:
  - \$48,800 – in election costs due to voting not being required for Councillor election as the number of nominations filled the number of vacancies
  - \$32,000 – State contribution to local State Emergency Service units due to new State Government funding model being implemented. The State Government is paying their funding direct to the SES units rather than through Council
  - \$25,000 – program participation levels for Tourism North East have been reduced.
  
- Expenses that were not budgeted for in 2016/17:
  - \$222,000 – for works to repair infrastructure due to flood damage. This is expected to be reimbursed by the State Government once all works are complete (timing difference)
  - \$60,000 – 'Bushies Hit for Six' cricket net upgrade at Rowen Park, which is offset by unbudgeted grant income received (new project).
  
- YTD to 31 January 2017 Council is operating with staffing levels of 66.5 equivalent full time (EFT) staff against a budget of 70.1 EFT.



**Grant Income**

		(Actual)	(Actual)	(Budget)	(Variance)	(Variance)	(Budget)	(Achieved)
		\$'000	\$'000	\$'000	\$'000	%	\$'000	%
Recurrent	1	37	2,278	2,861	(583)	(20%)	6,488	35%
Non Recurrent	2	64	814	458	356	78%	1,146	71%
<b>Total</b>		<b>101</b>	<b>3,092</b>	<b>3,319</b>	<b>(227)</b>	<b>(7%)</b>	<b>7,634</b>	<b>41%</b>

Table 2: Grant Income

**Note 1:**

Council's YTD recurrent grant income at 31 January 2017 is \$2,278,000 against a budget of \$2,861,000. The major items contributing to the \$583,000 unfavourable variance include:

- Revenue that will be received later than anticipated:
  - \$600,000 – from the Roads to Recovery program (timing difference)
  - \$48,000 – from the State Government for the Library program (timing difference)
  - \$30,000 – for the Municipal Emergency Response Program (timing difference).

- Revenue budgeted that will not be received:
  - \$32,000 – from the State Government for the local State Emergency Services units (permanent difference). A change in procedure was introduced in September 2016 with the State Government paying their funding direct to the individual units and not through Council.
  
- Revenue received that was not budgeted:
  - \$121,000 – grant funding for kindergartens was budgeted on initial incomplete funding advice from the State Government and was therefore understated (permanent difference). Additional funding has also been received:
    - to support more vulnerable users of the service, including those impacted by the dairy industry challenges
    - to cover back pay under the new enterprise agreement
    - to implement an occasional child care program in our kindergartens.

Note 2:

Council's YTD non-recurrent grant income at 31 January 2017 is \$814,000 against a budget of \$458,000. The major items contributing to the \$356,000 favourable variance include:

- Revenue received that was not budgeted in 2016/17:
  - \$100,000 – for the final instalment of the Tallangatta Integrated Community Centre (timing difference – was originally budgeted in 2015/16)
  - \$60,000 – for the 'Improving Connections' – Hanson Street, Corryong Project (new project)
  - \$56,000 – 'Bushies Hit for Six' – for cricket nets upgrade at Rowen Park Tallangatta (new project)
  - \$45,000 – the final instalment for the completion of the Wyeboo Multi-Purpose Facility (timing difference – was originally budgeted in 2015/16)
  - \$28,700 – for the 'Banking on Solar Energy' project (new project)
  - \$18,125 – for the Corryong Memorial Hall (new project).
  
- Revenue received ahead of anticipated timing in the budget:
  - \$23,750 – for the L2P program.

Grants received Year-to-Date (YTD) are in the following table:

	\$'000
Recurring	
Victorian Grants Commission - General Purpose Funding	1,138
Victorian Grants Commission - Local Roads Funding	703
Maternal and Child Health	100
Corryong Pre School	96
Library	52
Tallangatta Pre School	50
Berringa Pre School	43
Weed Project	31
Municipal Emergency Resourcing Program	30
Community Access	21
School Crossing Supervisor	9
Pre-School Cluster	4
Health Admin	1
<b>Total Recurring Grants</b>	<b>2,278</b>
Competitive and Non-Competitive	
Destination Tallangatta - NSRF	266
Aerodrome Corryong	150
Tallangatta Integrated Community Centre	100
Improved Connections Hanson Street project	60
Tallangatta Multi-sport Precinct	56
L2P Program	48
Wyeboon Multi Purpose Facility	45
TICC banking on Solar	29
Corryong Memorial Hall	18
Community Health and Wellbeing	15
Tallangatta Pre School Capital Grants	11
Beat the Heat - Tree Project	8
Freeza Funding	6
Seniors Week	2
<b>Total Competitive and Non-Competitive Grants</b>	<b>814</b>
<b>Total Grants Received</b>	<b>3,092</b>

Table 3: Grant Income received

**Unexpended Grants and Restricted Funds**

Where Council has received grants that are required to be expended in a specified manner, but the funds have not yet been expended, the grant is recognised as an unexpended grant or restricted funds. This identifies cash holdings that are required to be spent on a specified purpose and are not available for other Council priorities.

The following table provides a listing of current unexpended grants:

Unexpended Grants	
Corryong Swimming Pool Upgrade Grant	242
Community Access	109
Country Roads and Bridges	105
Maternal and Child Health Enhancement	65
Improved Connections Hanson Street project	60
L2P Program	48
Flood Recovery Officer	42
Local Gov Business Collaboration	32
Tallangatta Neighbourhood House	30
TICC banking on Solar	29
Roads to Recovery (R2R)	27
The Narrows Project	22
Bushfire Management Overlay	13
Kinder Enrolment	12
Weed Project	11
Children Services Review	10
Improving Liveability of Older People	10
Freeza Funding	9
Beat the Heat - Tree Project	8
Fire Access Track Maintenance	1
<b>Total Unexpended Grants</b>	<b>885</b>

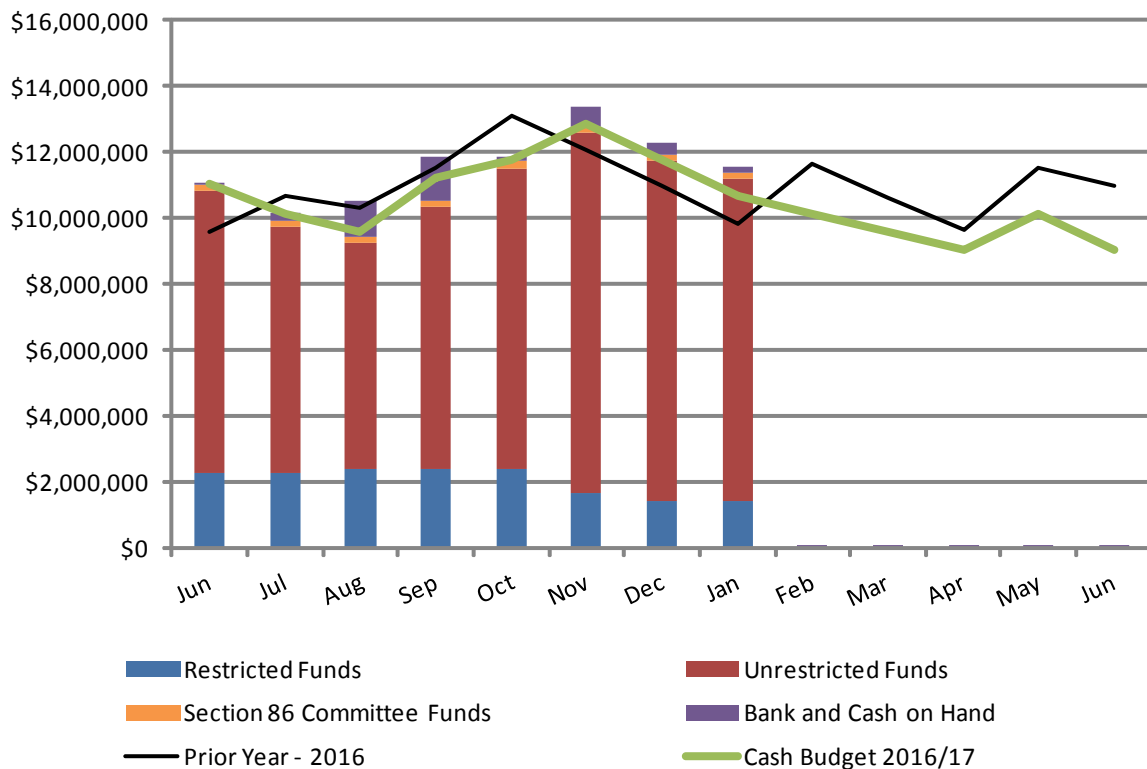
Table 4: Unexpended Grants

## CASH POSITION

### Cash on Hand

The cash position moved during the month as detailed below:

	Current Month	Prior Month	Variance	
	Jan-17	Dec-16	\$	%
	\$	\$	\$	%
Unexpended Grants	884,385	867,934	16,451	1.9%
Other Provisions and Reserves	541,802	541,802	-	0.0%
Restricted Funds	1,426,187	1,409,736	16,451	1.2%
Provision for Employee Entitlements	1,156,957	1,175,645	(18,688)	-1.6%
Other Unrestricted Funds	8,620,336	9,135,766	(515,430)	-5.6%
Total Unrestricted Funds	9,777,293	10,311,411	(534,118)	-5.2%
Section 86 Committee Funds	190,039	190,039	-	0.0%
Total Investments	11,393,518	11,911,185	(517,667)	-4.3%
Bank and Cash on Hand	165,698	352,679	(186,981)	-53.0%
<b>Total Cash</b>	<b>11,559,216</b>	<b>12,263,864</b>	<b>(704,648)</b>	<b>-5.7%</b>
Average Interest Rate	2.66%	2.72%		



**Investments**

Investments were made up of the following at the month end:

Date	Product	Institution	Principal	Yield	Term	Rating	Maturity
17/11/2016	Term Deposit	AMP	1,500,000	2.70%	215 Days	A1	20/06/2017
17/03/2017	Term Deposit	AMP	1,000,000	2.75%	182 Days	A1+	17/03/2017
17/03/2016	Term Deposit	Bendigo Bank	1,000,000	2.80%	180 Days	A2	14/03/2017
16/11/2016	Term Deposit	ME Bank	1,000,000	2.75%	154 Days	A2	19/04/2017
26/10/2016	Term Deposit	Bank of Queensland	1,500,000	2.75%	189 Days	A2	3/05/2017
5/12/2016	Term Deposit	NAB	1,000,000	2.25%	64 Days	A1+	7/02/2017
18/11/2016	Term Deposit	Bank of Queensland	1,500,000	2.80%	184 Days	A2	18/05/2017
31/08/2016	Term Deposit	AMP	1,000,000	2.95%	217 Days	A1	5/04/2017
11/01/2017	Term Deposit	WAW	863,327	2.60%	368 Days		11/02/2018
N/A	Cash Management	Westpac	840,153	1.55%	On Call	AA-	N/A
N/A	S86 Committees	Various	190,039	4.68%	N/A		N/A
<b>Total Investments</b>			<b>11,393,518</b>				

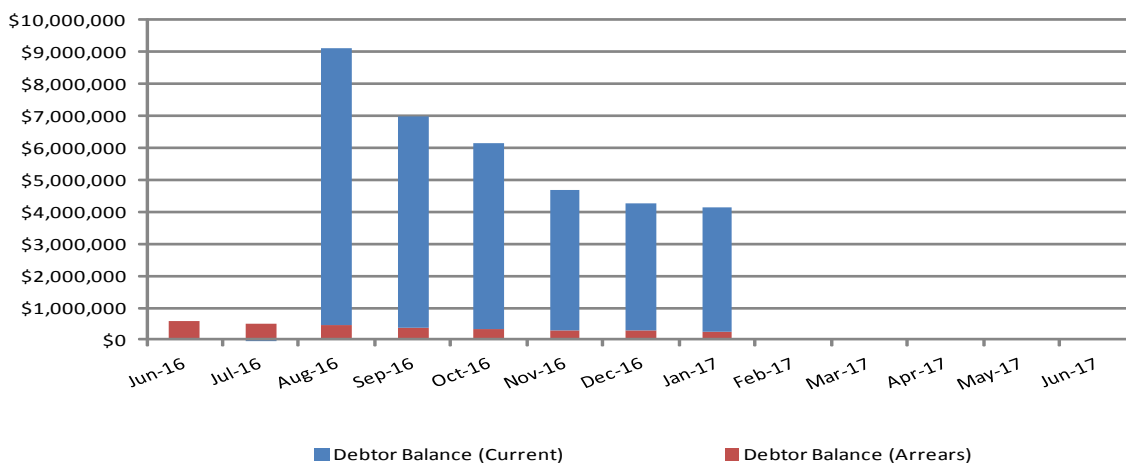
Table 5: Investments at month end

**RECEIVABLES**

**Rates, Municipal Charge, Waste Management Charge and Waste Collection Charge**

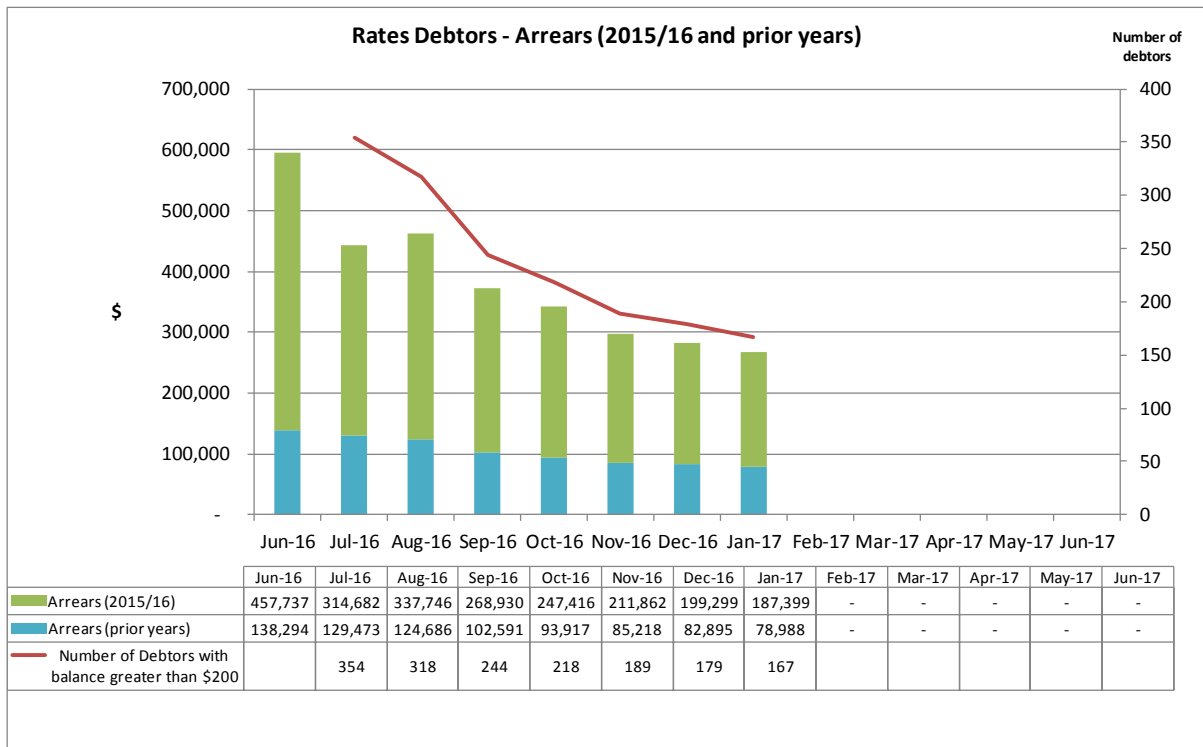
The breakdown of rates received for the current month and year-to-date is shown in the following table and graph:

<b>Rates, charges and FSPL Debtors</b>							
	Amount	Received Jan-17	% Collected Jan-17	Received YTD	Collected YTD	Balance Outstanding	
	\$	\$	%	\$	\$	\$	
Levied 2016/17	8,775,686	104,838	1.2%	4,899,578	55.8%	3,876,108	
Arrears prior to 2016/17	596,030	15,706	2.6%	329,642	55.3%	266,388	
<b>Total Charges</b>		<b>120,544</b>		<b>5,229,221</b>		<b>4,142,495</b>	



Note – rates were struck in August 2016. Quarterly instalments are due at the end of September, November, February and May.

**Debt Collection**



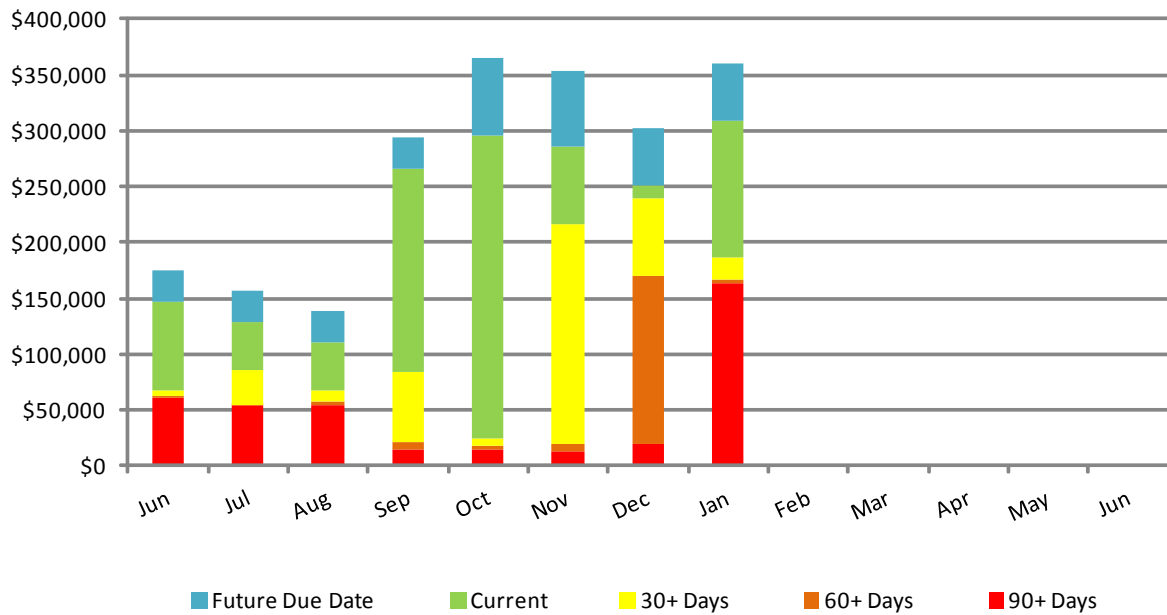
At 31 January 2017 there were 167 rates debtors with an outstanding balance of greater than \$200. This is a reduction of 12 debtors since 31 December 2016.



**Sundry Debtors**

The Sundry Debtors outstanding at month end and the movement from the prior month is shown below:

Sundry Debtors	Future Due Date	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
<b>January 2017</b>	51,575	122,124	19,416	4,154	163,177	360,447
<b>December 2016</b>	51,575	10,268	70,409	150,000	19,432	301,684
<b>Movement</b>	-	111,856	(50,993)	(145,846)	143,745	58,763



Significant debtors (>\$1,000) with ageing of greater than 90 days are as follows:

<b>Debtor</b>	<b>Amount</b>	<b>Description</b>	<b>RO</b>	<b>Notes</b>
Department of Economic Development, Jobs, Transport and Resources	\$150,000	Grant funding	BP	Payment is expected to be received by June 2017 once works are completed to meet milestone 1 of the Corryong Airport upgrade.
Debtor 17007	\$1,540	Cost recovery for slashing	BP	Contact has been made with the debtor and is expected to be recovered.
Debtor 18925	\$3,250	Community contribution	BP	Council considered a proposal at the May 2016 Council meeting. A letter has been issued to the debtor.
Debtor 19755	\$1,548	50% Cost Recovery for weed control	BP	Contact has been made with the debtor and is expected to be recovered.
Debtor 20210	\$1,100	Fees	BP	Contact has been made with the debtor and is expected to be recovered.

Table 6: Significant debtors > 90 days

**LOCAL ROADS**

The following tables report on progress of Local Roads and Bridges Capital and Maintenance programs.

***Local Roads and Bridges Capital Works***

<b>Local Roads and Bridges Infrastructure</b>	<b>Note</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Variance</b>	<b>Annual Budget</b>
		\$		\$	\$
410 Road Construction	1	112,834	390,000	277,166	980,523
416 Sealing	2	107,635	-	(107,635)	50,000
417 Resealing		-	-	-	1,025,000
420 Drainage Construction	1	-	70,000	70,000	130,000
421 Digouts	1	212,915	571,479	358,564	671,479
422 Resheeting	1	83,565	15,000	(68,565)	230,000
432 Footpaths	1	18,898	250,000	231,102	431,496
433 Kerb and Channel	1	17,875	60,000	42,125	460,737
442 Guardrails		-	-	-	30,000
450 Bridge Construction	1	23,330	10,000	(13,330)	20,000
<b>Total</b>		<b>577,052</b>	<b>1,366,479</b>	<b>789,427</b>	<b>4,029,235</b>

Table 7: Local Roads & Bridges – Capital Works (YTD)

**Note 1:**

The phasing of the budget does not align with the phasing of the works. The budget comprises significant projects that will be delivered in accordance with funding agreements and/or operational programs e.g. Hanson Street, Corryong upgrade, Walwa Main Street upgrade and Destination Tallangatta project. The phasing of the budget is being reviewed to better reflect the timing of when capital works will be delivered.

**Note 2:**

A late invoice was received for works completed in 2015/16. This was funded as part of the Roads to Recovery program.

**Local Roads and Bridges Maintenance**

	Note	YTD Actual \$	YTD Budget \$	Variance \$	Annual Budget \$
302 Survey and Design	1	38,338	22,919	(15,419)	40,000
304 Pavement Maintenance	2	108,495	70,000	(38,495)	148,000
306 Grading	3	202,679	268,331	65,652	452,000
308 Shoulder Maintenance	3	24,149	58,331	34,182	98,000
310 Drainage Maintenance	4	132,587	99,169	(33,418)	167,000
312 Call Outs	5	20,954	11,669	(9,285)	20,000
313 Storm/Flood Damage	6	221,530	-	(221,530)	-
324 General Roadside Maintenance	7	55,552	43,750	(11,802)	73,000
328 Tree Maintenance	8	70,491	57,750	(12,741)	99,000
330 Footpath Maintenance		5,647	4,000	(1,647)	8,000
331 Kerb and Channel Maintenance	9	2,869	-	(2,869)	-
334 Roadside Treatments		4,873	9,000	4,127	15,000
336 Signs Maintenance		7,003	7,000	(3)	12,000
338 Linemarking	10	-	5,000	5,000	10,000
340 Guideposts	11	10,854	4,081	(6,773)	7,000
342 Guardrail	12	-	2,500	2,500	5,000
346 Bridge Maintenance		16,094	18,879	2,785	32,366
<b>Total</b>		<b>922,115</b>	<b>682,379</b>	<b>(239,736)</b>	<b>1,187,361</b>

Table 8: Local Roads & Bridges - Maintenance (YTD)

**Note 1:**

Surveying for 2016/17 capital streetscape projects including Destination Tallangatta were completed earlier than anticipated.

**Note 2:**

Pavement maintenance has been required earlier than anticipated due to the wet weather (timing variance).

**Note 3:**

Grading works and shoulder maintenance have been delayed due to the wet weather (timing variance).

**Note 4:**

Drainage maintenance has occurred earlier than anticipated in preparation for the reseal program (timing variance).

**Note 5:**

A large volume of callouts have occurred due to the excessive wet weather.

Note 6:

Flood damage works are expected to be reimbursed by the State Government's Natural Disaster Financial Assistance (NDFA) program.

Note 7:

A significant amount of roadside maintenance has been required due to the excessive wet weather.

Note 8:

The tree maintenance program is ahead of schedule.

Note 9:

Unexpected kerb and channel maintenance required.

Note 10:

No linemarking has been carried out. This will occur once the reseal program is complete (timing variance).

Note 11:

More guideposts have required to be replaced than expected.

Note 12:

No guardrail has been purchased (timing variance).

## **OTHER FINANCIAL MATTERS**

### ***Fair Go Rates Policy***

In accordance with the Victorian Government's *Fair Go Rates Policy*, the Essential Services Commission was notified that Council may apply for a higher rate cap as follows:

- Indicative higher cap - the indicative higher rate cap is to be confirmed upon completion of the community consultation process that is scheduled in February and March 2017 and refinement of the budget required to deliver on the community's priorities
- Single year or multi-year application - it is anticipated that a multi-year application will be made (subject to outcomes of the community consultation process)

- Articulate reasons for applying:
  - to enable Council to continue to provide day-to-day community services (such as kindergartens, libraries, swimming pools, maternal and child health etc.) and infrastructure maintenance and renewal at the levels required by its residents and ratepayers and;
  - to accommodate environmental factors that are outside of Council's control:
    - large geographic area (6,635 sq kms)
    - significant amount of infrastructure (1,183km of roads, 168 major bridges and culverts)
    - small, socio-economically disadvantaged, declining, dispersed population (21 towns and villages, 2,336 households and a total population of 5,896)
    - low rate base (\$7.5 million)
- Expected date of submission being the week commencing 3 April 2017.

Council endorsed this advice at the February 2017 Council Meeting.

**RECOMMENDATION:**

**THAT THE FINANCE REPORT BE NOTED.**

## 9.2 Mid-year Budget Review 2016/17 (06/02/0061-DCCS)

### **Disclosure of Interests (S.80C):**

This report was prepared by Mr Blair Phillips (Manager Finance).

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

### **Background/History:**

Each year Council sets its budget in accordance with Section 127 of the Local Government Act 1989.

It is important that periodical reviews assessing performance against budget are completed and reported to Council.

In accordance with the Budget Timetable 2017/18 a mid-year review against the 2016/17 Budget has recently been completed. A common spreadsheet is used for the mid-year review and the budget development. This assists officers, with support from the finance team, to develop more accurate forecasts and budgets for their expenditure areas. The 2016/17 Mid-year Review Summary is attached at [Appendix 2](#).

Council is required to prepare a revised budget in accordance with Section 128 of the Local Government Act 1989 where the following circumstances arise:

- 1) A Council must prepare a revised budget if circumstances arise which cause a material change in the budget and which affects the financial operations and position of the Council
- 2) The Council must ensure that a revised budget is prepared as soon as is practicable after the Council becomes aware of the change in the budget
- 3) The Council must ensure that a revised budget contains all the details required by the regulations.

### **Impact on Council Policy:**

Nil.

### **State Government Policy Impacts:**

Nil.

**Budget Impact:**

The report details the forecast result against budget.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

An operating surplus of \$2,868,000 is forecast. This is in contrast to a budgeted operating surplus of \$2,972,000.

The key contributing factors to this variance are:

- \$665,000 grant income for the 2016/17 Roads to Recovery program will be paid in the 2017/18 financial year (timing difference)
- \$600,000 is forecast to be spent by 30 June 2017 repairing infrastructure affected by floods throughout the Shire (timing difference – this is expected to be reimbursed by the State Government when all works are complete)
- Employment costs are significantly under budget with a number of vacancies as well as the Long Day Care facility becoming operational in January 2017 (permanent difference)
- \$500,000 for Council's contribution to the Upper Murray Events Centre will be carried forward into 2017/18.

Whilst there are some circumstances that have changed since the Budget was developed, in particular the floods in late 2016, the delayed opening of the Tallangatta Early Years Centre and Federal Government changes to the timing of Roads to Recovery funding, the net impact of each matter will not materially affect the financial operations and position of Council. As a result a revised budget is not proposed at this time.

**RECOMMENDATION:**

**THAT THE 2016/17 MID-YEAR BUDGET REVIEW BE NOTED.**



### 9.3 VEC election report from Returning Officer (07/08/0003 DCCS)

#### **Disclosure of Interests (S.80C):**

This report was prepared by Ms Kelly Johnson, Manager Executive Services.

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

#### **Background/History:**

The purpose of this report is for Council to consider the report on the October 2016 Council election as prepared by the Victorian Electoral Commission.

The 2016 Council general elections were conducted by the Victorian Electoral Commission (VEC), in accordance with the requirements of the Local Government Act (the Act). The election was to be conducted by post, with ballot papers to be posted by 6pm on Friday 21 October 2016. The election involved a total of five candidates. As the number of candidates was equal to the number of vacancies to be filled, the election was uncontested and no voting was required.

The election result was declared by the Returning Officer on Monday 24 October 2016.

Pursuant to Schedule 3 of the Local Government Act 1989, the Returning Officer must prepare a report for the Chief Executive Officer on the conduct of the October 2016 Council election within three months of Election Day. This report is attached at [Appendix 3](#). The Chief Executive Officer after receipt of the report must then ensure that the report is submitted to Council at the earliest practicable meeting for consideration.

#### **Impact on Council Policy:**

Nil

#### **State Government Policy Impacts:**

Nil

**Budget Impact:**

The 2015/16 Budget provided an allocation of \$84,000 for the conduct of the Council general election. An invoice has been received from the VEC for \$38,764.31.

The cost of the election process was dramatically reduced due to voting not being required as the number of nominations filled the number of vacancies.

The invoice includes an amount of \$10,863.68 for "uncontested elections – prescribed variations". A query has been lodged with the VEC seeking further information in relation to this amount.

**Risk Assessment:**

This report and recommendation will ensure that Council complies with the relevant components of the Act.

**Community Consultation/Responses:**

The VEC prepared the Towong Shire Council voters' roll for the general election under section 8(2) (c) of the Electoral Act 2002 and in accordance with section 24 of the LG Act. The certified voters' roll for the 2016 Towong Shire Council general election included 5,450 enrolled voters.

The VEC published a series of statutory notices in relation to the Towong Shire Council general election. These notices are required by the Local Government Act and contain critical information relevant to each point of the election timeline.

The VEC did not receive any written complaints in relation to the 2016 Towong Shire Council general election.

**Discussion/Officers View:**

The October 2016 Council election was conducted by the VEC in accordance with all requirements and timelines of the Local Government Act 1989 and the Electoral Regulations. It is the Officer's view that the report be received and noted.

**RECOMMENDATION:**

**THAT COUNCIL RECEIVE AND NOTE THE VICTORIAN ELECTORAL COMMISSION REPORT ON THE TOWONG SHIRE COUNCIL GENERAL ELECTIONS HELD IN OCTOBER 2016.**

#### **9.4 Occupational Health and Safety Report (06/04/0212-DCCS)**

The Occupational Health and Safety report is presented every second month. The next report is due in April 2017.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.5 and provides a progress report on relevant activities from the 2013-2017 Council Plan.

#### **9.5 Action Sheet Reports (06/05/0010-CEO)**

Items requiring action from the 7 February 2017 Council Meeting are attached at [Appendix 4](#).

**RECOMMENDATION:**

**THAT THE REPORT BE NOTED.**

#### **9.6 Council Plan Priorities (07/05/0022-DCCS)**

The Council Plan Priorities are attached at [Appendix 5](#) for information.

**RECOMMENDATION:**

**THAT THE REPORT BE NOTED.**

#### **9.7 Performance Reporting Graphs (DCCS)**

The Performance Reporting Graphs are attached at [Appendix 6](#) for information.

**RECOMMENDATION:**

**THAT THE REPORT BE NOTED.**

## **10 Community wellbeing**

### **10.1 Community Services Report (04/07/0055- DCCS)**

The Community Services report is presented every second month. The next report is due in April 2017.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.5 and provides a progress report on relevant activities from the 2013-2017 Council Plan.

### **10.2 Tallangatta Neighbourhood House Strategy 2017-2019 (04/11/0054 - DCCS)**

This report was prepared by Ms Lou Newman, Community Development Officer.

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

#### **Background/History:**

In August 2014, Council was allocated funding from the Department of Health and Human Services to develop a three year Tallangatta Neighbourhood House Strategy.

Consultation with key stakeholders, funding agencies (including the Department of Health and Human Services), Neighbourhood House network, educational providers, community organisations and other local government areas have identified and informed the strategic priorities of the Neighbourhood House Strategy.

With the official opening of the new Tallangatta Library and Community Centre in August 2016 Council now has the opportunity to move forward with the re-establishment of the Tallangatta Neighbourhood House.

The Tallangatta Neighbourhood House Strategy and Action Plan 2017-2019 provide key considerations and proposed actions for the Neighbourhood House over the next three years.

**Impact on Council Policy:**

The Tallangatta Neighbourhood House Strategy and Action Plan fits with the *Towong Healthy Communities Plan 2013-2017*. A strategic health and wellbeing priority for Towong Shire communities from this report was the need to improve social connections and resilience to ensure sustainability of the Towong community. Increased social connection opportunities and emotional wellbeing activities were key messages from the community consultation process for the Healthy Communities Plan.

**National / State Government Policy Impacts:**

The Tallangatta Neighbourhood House Strategy and Action Plan has been prepared in accordance with relevant State Government Requirements.

**Budget Impact:**

A base level of funding is provided by the Department of Health and Human Services to support Neighbourhood House Activities. Additional funding will need to be secured to expand the program.

**Risk Assessment:**

Nil

**Community Consultation/Responses:**

Determining appropriate community programs, activities and services in response to the community's needs is an important part of the planning criteria.

The community of Tallangatta were consulted using the following methods:

- Mail out of online survey link (survey Monkey) to 963 residents
- Online survey on the Towong Shire website
- Secondary and Primary School focus groups
- Meeting with local Tallangatta community groups (9)
- Meeting with Tallangatta businesses (28)
- Hard copy surveys were left at popular locations such as the Library, Tallangatta Health Service and Bakery

The number of community responses from each of the methods are detailed below:

<b>Survey Method</b>	<b>Number of Respondents</b>
Hard copy survey	25
Online survey	39
Primary School students participating in a focus group	14
Secondary School students participating in a focus group	9
<b>Total number of respondents</b>	<b>87</b>

An action plan has been developed to respond to the feedback from the community consultation and the State Government's Neighbourhood House Coordination Program Guidelines 2016-2019.

**Discussion/Officers View:**

The re-establishment of a Neighbourhood House in Tallangatta will provide a range of benefits to the local community including:

- The promotion of community participation and inclusion
- Supporting life-long learning
- The promotion of diversity

**RECOMMENDATION:**

**THAT COUNCIL ADOPT THE TALLANGATTA NEIGHBOURHOOD HOUSE STRATEGY AND ACTION PLAN 2017-2019.**

### 10.3 Library Donations Policy (04/08/0006-DCCS)

#### **Disclosure of Interests (S.80C):**

This report was prepared by Ms Jo Shannon, Director Community and Corporate Services.

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

#### **Background/History:**

From time to time Council receives offers of donated books for the Corryong and Tallangatta libraries.

To ensure that a consistent practice is maintained based on Council's preferred approach for accepting donations, a draft Library Donations Policy has been developed.

A range of library donation policies from libraries across Victoria and New South Wales have been considered to ensure that the proposed Policy being presented to Council is not inconsistent with expectations in other public libraries.

The draft Policy is attached at [Appendix 7](#) for Council consideration.

#### **Impact on Council Policy:**

Nil.

#### **State Government Policy Impacts:**

Nil.

#### **Budget Impact:**

The draft Policy ensures that the Council's budget is considered prior to acceptance of any donations. This includes the costs of cataloguing, storing or conservation donations.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

Having a consistent approach to donations will provide guidance to Council officers when faced with offers of donation materials.

Council is endeavouring to provide a well-resourced library that meets the needs of Towong Shire residents. In modern day libraries, books collections have extended from paper or microfiche format into digital formats and online resources available through the internet. It is important to maintain the relevancy and currency of the library collection. There are times when non-fiction works become superseded due to advances in science and technology. Whilst there is a role for items that have particular historical significance or local relevance, it is important that the value of a donation is considered prior to acceptance of any offer.

The attached draft Policy has been developed to provide a framework around the acceptance of donations and provide opportunity for consideration of offers that may have historical or local interest to Towong Shire residents.

It is recommended that Council adopt the attached Library Donations Policy.

**RECOMMENDATION:**

**THAT THE LIBRARY DONATIONS POLICY BE ADOPTED.**



## **10.4 Mitta Valley Inc. - Appointment of Council representative (07/05/0007-CEO)**

### **Disclosure of Interests (S.80C):**

This report was prepared by Ms. Juliana Phelps, Chief Executive Officer.

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

### **Background/History:**

At the 8 November 2016 Ordinary Meeting of Council, Councillors were appointed as Council representatives to a number of Committees and Boards.

At that time it was felt that there was no need to appoint a Councillor representative to Mitta Valley Inc. as Cr. Scales was a Board member of Mitta Valley Inc. and he could as a link between the Council and Board.

As a result of being a Board member of Mitta Valley Inc., under the Conflict of Interest provisions of the Local Government Act 1989, Cr. Scales is deemed to have an Indirect Interest – Conflicting Duty in any matters considered by Council in relation to Mitta Valley Inc. This has meant that Cr. Scales has been required to disclose this indirect interest and leave Council meetings and Assemblies of Council when the meeting is considering any matter in relation to Mitta Valley Inc. and as a result there is a lost opportunity for Cr. Scales to be an effective link between the two organisations.

Cr. Scales has recently resigned from the Board, with the resignation taking effect from 6 February 2017.

Correspondence has been received from Ms. Desiree Harker, Vice President of Mitta Valley Inc. requesting that a Councillor be nominated to represent the Council on the Mitta Valley Inc. Board in an ex-officio capacity.

### **Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

The Councillor appointed may be eligible to claim expenses in relation to attendance at meetings of Mitta Valley Inc. in accordance with the Councillor Resources policy

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

The correspondence from Ms. Harker is attached at [Appendix 8](#).

**Discussion/Officers View:**

The appointment of a Council representative to Mitta Valley Inc. is considered appropriate.

**RECOMMENDATION:**

**THAT COUNCIL APPOINT A REPRESENTATIVE TO MITTA VALLEY INC.**

## **11 Asset management**

The Asset Management report is presented every second month. The next report is due in April 2017.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.5 and provides a progress report on relevant activities from the 2013-2017 Council Plan.

## **12 Land-use planning**

No Planning reports.

## **13 Environmental sustainability**

The Environmental Sustainability report is presented every second month. The next report is due in April 2017.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.5 and provides a progress report on relevant activities from the 2013-2017 Council Plan.

## **14 Economic and tourism development**

The Economic and Tourism Development report is presented every second month. The next report is due in April 2017.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.5 and provides a progress report on relevant activities from the 2013-2017 Council Plan.

### **14.1 Tourism North East – Membership (05/02/0161-CEO)**

#### **Disclosure of Interests (S.80C):**

This report was prepared by Ms Lauren Elvin, Manager Economic Development.

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

#### **Background/History:**

Towong Shire Council signed a Memorandum of Understanding (MOU) in June 2014, in partnership with:

- Alpine Shire Council
- Rural City of Wangaratta
- Benalla Rural City
- Indigo Shire Council
- Mansfield Shire Council
- Falls Creek Alpine Resort Management Board
- Mount Hotham Alpine Resort Management Board
- Mount Buller Alpine Resort Management Board

The MOU set out the terms and funding contributions required to establish Tourism North East (TNE) and to provide operational funding to TNE for three years.

The agreement concludes on 30 June 2017.

A new MOU is currently being developed, to cover the period 1 July 2017 to 30 June 2020.

Negotiations to renew or renegotiate the MOU were due to be completed by 31 December 2016. The MOU is attached at [Appendix 9](#).

There has been correspondence between Council and TNE in the interim period, exploring options for contributions. As a result of communication between Council and TNE regarding Council's financial position and its membership of TNE, TNE agreed to waive half of the operational funding contribution\* for 2016/17.

**Cost:**

The current MOU provides for a base cost of \$35,000 per year, increasing by CPI annually.

Additionally, Council has had the opportunity to buy-in to additional programs and activities, including the Regional Digital Platform project, High Country Harvest, Cycle Industry Development as well as industry development support, marketing and famil support and destination based campaigns. These buy-in programs are value-adding propositions responding to the TNE Strategic Plan, developed by the TNE Board. They are delivered over and above the base level of service provided for through the MOU.

Total and proposed costs of this agreement to date, and approximate costs for 2016-17 are below:

Year	Base contribution \$	Additional buy-in \$	Total contribution \$
2014-15	35,000	24,500	59,500
2015-16	36,050	21,000	57,050
2016-17	36,050 + CPI (17,905)*	15,200	~53,000

The lower additional buy-in cost for 2016-17 reflects a reduction in contribution to some programs and non-renewal of other programs. Council's contribution to the RDP websites, listing costs and operator listing offsets are included in the above figures. The 2016-17 figure also reflects a waived fee of \$7,500 for operator engagement, explained below.

## **Benefits of being with Tourism North East**

Tourism North East provides a range of benefits to Towong Shire Council.

### Cooperative Regional Initiatives

Regional initiatives such as the Cycle Guide, High Country Harvest and Regional Digital Platform have provided Towong Shire Council with opportunities to leverage a small investment into a significant, region wide initiative.

The Cycle Guide, for example, has provided an opportunity to promote the High Country rail trail and road cycling routes within the Towong Shire to a broad audience across the state.

As part of our buy-in, Tourism North East's Cycling Officer rode and mapped the trails within Towong Shire. These trails were then formatted and added in to the Cycle Guide. Opportunities for businesses in Towong Shire to advertise within the Cycle Guide were offered, unfortunately this opportunity was not taken up by local businesses. Businesses throughout the Shire were also approached to become Cycle Friendly, an accreditation program designed by TNE to educate businesses on how to welcome and encourage cyclists to explore local businesses during their stay. This accreditation was also promoted to encourage visitation.

Over 58,000 copies of the Cycle Guide were printed, and have been distributed throughout the region and to the Melbourne Visitor Information Centre and to major cycle events.

Similarly, Towong Shire Council operators are able to access State-wide advertising and promotion for events held during the ten day High Country Harvest (HCH) festival. HCH events are open to operators to join and this year two events were held in Towong Shire. Upper Murray operators have taken up this opportunity, with two High Country Harvest events confirmed for the Upper Murray for 2016-17.

While it has taken a number of years to get operators interested in running an event, there appears to be more interest gathering in this happening as momentum builds year on year.

The Mitta Valley community have also expressed interest in running another HCH event, however a commercial operator has not come forward to register for the 2016-17 event.

The Regional Digital Platform (RDP) is possibly the most significant regional project for Towong Shire. It allows for the ongoing development of the platform to ensure that the functionality continues to grow, keeping the websites at the cutting edge of digital engagement. Support for the RDP sites is currently included with the base contribution to TNE, and would have to be paid at commercial rates if Council elected to withdraw from the TNE partnership.

#### Information and leverage from Tourism Victoria

Information from Tourism Victoria is fed directly to TNE, who filter and distil the messages that are relevant to Council's and operators in the High Country region. This information is then provided at a high level to the TNE Board, at an operational level to the Tourism, Economic Development and Marketing Managers (TEDMM's) at each Council and to Visitor Information Centre staff to assist in their delivery of key messages to the public.

Campaigns such as Wander Victoria are well funded by Tourism Victoria and TNE identifies and provides opportunities for High Country operators to leverage the interest that the campaign has driven. For Wander Victoria, this has involved seeking packages from across the region to add to the statewide and regional websites as "specials". Colac Colac Caravan Park have taken up this opportunity, and were provided with support from TNE staff to do so. Further operator engagement is planned to strengthen operator engagement with this opportunity.

#### Tourism Economic Development Marketing and Managers Meetings (TEDMM's)

These meetings are convened by Tourism North East and cover all aspects of TNE's delivery, as well as providing information and insight into wider industry trends, Tourism Victoria campaigns, upcoming funding opportunities, TNE campaigns, RDP developments, Visitor Information Centre management and trends. Importantly, the TEDMM's meetings offer opportunities to network with colleagues from neighbouring Councils and to share information and advice about common issues.

#### Industry development

For 2016-17, Towong Shire Council's additional buy-in has been tailored to raise the profile of TNE with operators and to ensure that the links between operators in Towong Shire and TNE are robust. It is vital to ensure that all operators are getting the information that they need to get involved in activities provided through TNE.

There is a need to recognise that the industry in Towong Shire is still developing, with operators working hard within their businesses and not necessarily seeing how

TNE's role connects with their daily operations, or how being involved in initiatives such as the RDP, HCH or Cycle Guide could benefit them.

For 2016-17, TNE will focus the delivery of industry development on providing at least four high quality sessions across the Shire to provide updates to operators on industry trends and market demand, to promote the opportunities and benefits of getting involved with TNE activities.

From these sessions, businesses that express interest in getting involved will be provided with support and one-on-one mentoring around product development or refinement, marketing and promotion. A small number of business operators will be identified as potential leaders and these businesses will be targeted for additional development through the year.

Sessions delivered in Dartmouth in February 2017 were well attended and the feedback from operators has been positive. Operators have made changes to their business operations as a result of the sessions and indications are that the altered approach to operators is working more effectively.

Cycle development has been refocussed for 2016-17, with the additional buy-in contribution dropping from \$5,000 to \$2,500. This recognises that the collateral, mapping and industry education has now been delivered and the time has come to focus the efforts on building our cycle destination credentials within the cycle community to attract both event and year round visitation.

### **Opportunities for improvement**

Tourism North East covers nine partner areas, some of which have very well developed industries. Towong Shire Council contributes the same amount of funding as all other partners, however the take up of programs was lower here than in other areas. This has contributed to a perception that the focus for TNE is on other, more established areas such as Beechworth, Bright, Rutherglen and the snowfields.

Operators in Towong Shire were not responding to programs which would provide them with exposure and assistance, however it was unclear why the take up was so poor. TNE investigated whether their operator database for Towong Shire was comprehensive, to ensure that the communications were getting to every business. The take up of events and opportunities - even when businesses are personally approached - gives mixed results, however we are seeing an improvement which is slowly growing.

The opportunity to become Cycle Friendly is a good example of the operator take up issue. Most businesses who were personally approached signed up to be Cycle

Friendly, however none attended the information session that was organised to discuss Cycle Friendly accreditation. High Country Harvest has seen personal, individual approaches to identified businesses who meet the HCH criteria, offers to reduce the associated fees, mentoring has been offered and yet many businesses have still elected not to participate, even in the base level events (Winter Warmers or Harvest Menu) for the Festival.

Likewise, the Cycle Guide had multiple business listings for Alpine and Indigo Shires, but operators in Towong Shire did not take up the opportunity to advertise within the guide, meaning that the Towong Shire section was smaller than those from other areas.

In 2015-16 there was a particularly poor result for operator engagement. Operator sessions were scheduled with several businesses who, on the day, did not arrive for their sessions or cancelled. The reasons for the cancellations varied, however it was clear that the operators who did come to their sessions benefited from doing so. The overall operator engagement for 2015-16 was below what was expected from the buy in and in order to provide value for Towong's investment TNE has waived the buy-in fee for 2016-17 for operator engagement.

Tourism North East's new CEO, Amber Gardner, understands the need to develop the industry in Towong Shire, to track progress and to communicate clearly with operators and with Council. Regular reporting, to understand the level of engagement being undertaken by TNE has not been available in the past, and this feedback has been received by TNE.

During 2016-17 and into the future, TNE will be providing regular reports on the activity undertaken in each partner municipality by investment stream. These reports will allow us to better communicate with industry about how TNE are working to support operators and to encourage operators to get involved, as well as providing clarity and accountability for the activities taking place within Towong Shire.

### **Alternatives to Tourism North East**

If Council decided not to re-sign an MOU with TNE, Council could elect to spend the funds previously spent on TNE base contributions and additional buy-in on other support for tourism operators in Towong Shire.

Working from current figures plus CPI increases, it is likely that the new MOU would see an average expenditure of approximately \$60,000 per year over the three years of an MOU, depending on the programs that Council elected to participate in.



Council could elect to return some of these funds to the budget, for reallocation. If for example Council elected to return 20% of the projected \$60,000 to the budget, then \$12,000 would be available for redistribution and \$48,000 would remain to provide an alternative solution for tourism support.

If Council elected to leave TNE, there would be costs associated with maintaining the RDP websites. TNE has indicated that they are working to transition the sites to open source, which will allow the handover of the sites to the respective committees. If the open source testing which has commenced with the Regional site is successful, a Council site will be tested prior to all sites being transitioned. If all goes to plan, this transition is likely to be completed by the end of the current MOU period.

This would allow all member and non-member Councils to take control of their websites, with TNE continuing to offer support for the platform and ongoing upgrades to members at a nil or low cost. For non-members, this support would be charged at commercial rates. TNE has quoted a figure of \$13,371 in year one to deliver this support. This includes business as usual fixes, minor updates, support, and annual fees to maintain both an Upper Murray and Valleys Lakes and Vistas site.

Taking into account the RDP site costs and returning 20% of the current TNE spend to the global budget, there would be approximately \$34,629 remaining.

Council could elect to employ an industry development officer to provide direct support to our operators, and provide support to the Manager Economic Development in delivering for this portfolio.

A band 5 officer could be employed for 2 days per week to deliver one-on-one mentoring and advice to businesses across the Shire. This would cost \$33,073 including on costs.

The officer would need to have high level skills in communication, business development and engagement to work effectively with operators.

The officer would need to work closely with the Communications Officer to drive positive media stories about tourism and tourism businesses in the Towong Shire.

This may prove difficult without access to the higher level tourism media contacts that TNE have readily available, however in markets closer to the Towong Shire, such as Albury and Wagga, it is likely that an appropriately skilled officer could develop relationships with local media outlets and deliver positive local stories into those markets.

This approach could provide operators with more face to face interactions with a local development resource, which, given the current state of development could be very beneficial.

However, it should be noted that a significant portion of the officers time would need to be spent sourcing appropriate information to provide to the operators from Tourism Victoria and other sources, gathering industry data on trends and current campaigns that could be leveraged, creating networks with cycle, food and wine, agri-tourism and other sectors in order to support operators effectively. The one resource would need to provide a broad range of information and support, which may be challenging for any one individual to deliver. The TNE model provides a team of subject matter experts who can be called on to assist in specific areas, and an efficient model of gather, disseminating and distilling information relevant to Towong Shire operators.

While a resource within Council would be able to provide operators with additional support to grow to grow their product offering, and to promote new offers within the Towong Shire, it is unlikely that the level of coverage and publicity would reach the levels achieved by TNE campaigns such as the High Country Harvest or the Cycle Guide.

**Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

To sign up to a new MOU with TNE, ~ \$60,000 per year for the next three years.  
To not sign up to the MOU ~ \$12,000 per year returned to budget, \$13,371 to support the RDP, and \$34,629 to employ an industry development resource.

**Risk Assessment:**

The State Government has developed a state-wide tourism structure where Regional Tourism Boards (RTB) are used to support tourism investment and information flow across Victoria, from Visit Victoria through to RTBs through to LGAs. LGAs are expected to be a member of an RTB in order to take advantage of local, regional and State-wide tourism promotions, such as the recent and very successful Wander Victoria campaign. With the structure now well established, the Victorian State

Government are tying funding opportunities in tourism to plans which are created by each RTB, and requiring RTB support for funding applications for agencies such as Rural Development Victoria.

Within the state-wide structure, TNE is a well respected voice. Being a partner organisation means that TNE are willing to provide advice, letters of support and assistance to Towong Shire Council when seeking funding that is tourism related – for example the Destination Tallangatta project, the Great River Road or the Connecting Corryong project. This support is well received by State and Federal Government, who will often seek the advice of TNE during the assessment process for tourism projects. If Council elected to cease membership of TNE, this support may be less forthcoming, as TNE may elect to support projects from member organisations over external applications.

The TEDMMs group provides professional development in digital, marketing and tourism business support to the MED, included within the base contribution. Ceasing membership will mean that this professional development and network is no longer available.

**Community Consultation/Responses:**

Anecdotally, businesses who have engaged with TNE have found the experience to be useful to their businesses. Sessions held with TNE around RDP development and tourism updates have been very well attended with positive feedback received from those businesses who attended. Recent sessions on making over rooms on a budget, cycle tourism and RDP related sessions have been very well attended and received.

Unfortunately, not all operators have engaged with TNE so there may also be operators who would report that the current arrangements are not meeting their needs. Other businesses have indicated that the costs associated with being involved with initiatives such as the RDP or Cycle Guide are a barrier to their participation. The cost points for entry are set as low as possible through TNE, but they are a cost to the business and each business needs to determine their own appetite for participating.

It does follow though, that having high quality regional initiatives such as the Cycle Guide and the High Country Harvest can only help operators to grow their businesses if they choose to participate.

In the officer's view, for any kind of tourism support to be successful, businesses need to be willing to engage with the initiatives being offered and take positive steps to help themselves. TNE is a tool that Council has employed to assist operators, a Council employed resource would be another tool Council could use, but unless operators chose to pick up the tool and use it, it cannot be effective.

**Discussion/Officers View:**

Tourism North East is a strong, regional, effective voice for tourism. The four pillars for promotion are now well established and regional initiatives are gaining momentum year on year in the Melbourne and regional market. High quality collateral has been developed to support the High Country Rail Trail, food and wine, the Cycle Guide and High Country Harvest promotions.

Destination specific works, including the delivery of the Draft Towong Shire Hunting Tourism Strategy have value added to the relationship.

Having a multi-disciplinary team available to assist with activities within the Shire has proven to be a positive, but there have been some challenges. Regular reporting is serving to ensure that both TNE and Council are kept well informed of activities and outcomes, something that has not always been readily available as TNE established itself.

Whether Council elects to stay or move away from TNE, operator engagement will remain key to the success of any tourism support which is put in place and there is an element of this that is outside of Council's control, sitting instead with individual operators.

**RECOMMENDATION:**

**THAT COUNCIL COMMIT TO MEMBERSHIP OF TOURIST NORTH EAST FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2020 AND AUTHORISE THE CHIEF EXECUTIVE OFFICE TO SIGN THE MEMORANDUM OF UNDERSTANDING.**

## 15 Councillor Reports

### 15.1 Walwa Riverside Independent Living Units Committee – (04/09/0003 – Cr Star)

<b>Meeting/Event:</b>	Walwa Riverside Independent Living Units Committee.
<b>Date of Meeting/Event:</b>	8 February 2017
<b>Location of Meeting/Event:</b>	Walwa Primary school - 4.45 pm
<b>Key information presented/discussed at meeting:</b>	Two items were discussed:  1. The finalisation of a Tenant's guidebook and the rewording of the eligibility criteria for residents. Currently one unit is vacant with two interested parties.  2. The possibly of using accumulated funds to purchase new community car.
<b>Members Comments Thoughts:</b>	Implication to Council:  Ms Lois O'Keefe, the Riverside group Secretary, will correspond with Ms Juliana Phelps regarding both items once the proposals are fine tuned.
<b>Possible Actions:</b>	Nil
<b>Additional Info Available:</b>	Nil

## 15.2 North East Waste & Resource Recovery Group (07/01/0050 - Cr Tolsher)

<b>Meeting/Event:</b>	North East Waste & Resource Recovery Group
<b>Date of Meeting/Event:</b>	20 February 2017
<b>Location of Meeting/Event:</b>	Wangaratta Council Office
<b>Key information</b>	<p>First meeting of the Waste Forum for the new Council term.</p> <p>I was elected Forum Chair.</p> <p>The new terms of reference were presented to the group to go to the Board for ratification. There was a minor change proposed which was to make sure that the Alpine resort Management organisations are represented in the new terms of reference.</p> <p>There were twelve projects proposed for the group that needed to be culled to two or three with a budget of \$75k. The Forum agreed on the final two which were:</p> <ul style="list-style-type: none"> <li>- A generic template for members to use a foundation document for guidance in developing waste management plans and strategies. Budget \$25k</li> <li>- Need to get minutes for the second project.</li> </ul>
<b>Members Comments Thoughts:</b>	Nil
<b>Possible Actions:</b>	Nil
<b>Additional Info Available:</b>	Nil

### 15.3 North East Waste & Resource Recovery Board (07/01/0050 - Cr Tolsher)

<b>Meeting/Event:</b>	North East Waste & Resource Recovery Board (Tony Rijs and Wodonga Cr Libby Hall)
<b>Date of Meeting/Event:</b>	31 January 2017
<b>Location of Meeting/Event:</b>	North East Water, Wodonga
<b>Key information presented/discussed at meeting:</b>	<p>Spoke about an information pack to assist new forum members.</p> <p>The pack includes:</p> <ul style="list-style-type: none"> <li>- Information regarding NEWRRG</li> <li>- Updated Forum Terms of Reference</li> <li>- Process for the appointment of the Forum Chair (and Deputy if required)</li> <li>- Process for Nomination of Forum members as candidates for Board Directors</li> <li>- Nomination form for Forum Board representative</li> <li>- Declaration of interest form</li> <li>- Information regarding Local Government Projects</li> </ul> <p>Mr Tony Rijs also included a PD for NEWRRG Directors and Chair for members considering nominating.</p> <p>I understand that the Forum terms of reference were reviewed at the December Forum meeting, however he does not believe that he had the necessary quorum so this matter will be relisted at the forum meeting on 20 February 2017.</p> <p>Tony has updated the Terms of Reference and election procedures which include changes to the requirement of providing six nominations to the Minister.</p> <p>It would be appreciated if we could let him know if we wish to suggest any changes to the documents prior to our meeting on the 20th.</p>

	<p>Mr Rowan O'Hagan , a member of their audit committee, has been appointed as the Returning Officer for the Board nomination process.</p> <p>Rowan will invite nominations on Friday 3 February 2017. Nominations must be submitted by 1pm Monday 13 February 2017 in the prescribed form.</p> <p>If more than six nominations are received, an election will be held at the Forum meeting on 20 February 2017.</p>
<p><b>Members Comments Thoughts:</b></p>	<p>What value is there to have a representative on the board compared to being a member of the forum group?</p>
<p><b>Possible Actions:</b></p>	<p>As above.</p>
<p><b>Additional Info Available:</b></p>	<p>Email received from Dr Rowan O'Hagan the returning officer for the board election –</p> <p><i>I hereby give notice of the Election of Representatives from the Local Government Waste Forum (LGWF) to the Board of the North East Waste and Resource Recovery Group (NEWRRG) in accordance with the Procedures for Election of Representatives to NEWRRG.</i></p> <p><i>Please find attached the Nomination Form (in two file formats for your convenience) and the Information Pack (which was distributed to LGWF members earlier this week).</i></p> <p><i>Key Dates:</i></p> <p><i>Notice of Election by 4 pm Friday February 3 2017 (today) Completed nomination forms returned by 1 pm on Monday 13 February 2017, Accepted nominations distributed to Forum members on Tuesday 14 February 2017, Election to be held Monday 20 February 2017 (if required).</i></p> <p><i>Could you please advise that you have received this information by return email, to assist in monitoring compliance with the Election Procedures.</i></p> <p><i>Thank you Rowan O'Hagan Returning Officer - NEWRRG</i></p> <p><i>Wangaratta VIC 3677 03 5721 8231 0427 331 598 <a href="mailto:rowanohagan@bigpond.com">rowanohagan@bigpond.com</a></i></p>



### 15.4 Dairy industry meeting (05/01/0143 – Cr Wortmann)

<b>Meeting/Event</b>	Dairy industry meeting Tangambalanga
<b>Date of Meeting/Event:</b>	22 February 2017
<b>Location of Meeting/Event:</b>	Tangambalanga
<b>Key information presented/discussed at meeting:</b>	<p>Cathy McGowan MP for Indi spoke to the following:</p> <ul style="list-style-type: none"> <li>- Importance of agriculture to the Nation</li> <li>- Value adding</li> <li>- Productive part of Australia</li> <li>- Difficulties in applying for farm household allowance</li> </ul> <p>The Federal Government has been slow in reacting to dairy farmers grievances to accessing the farm household allowance.</p> <p>Rebekah Sharkie MP Mayo – Presented:</p> <ul style="list-style-type: none"> <li>- 92 dairy farmers in Mayo, it is a very large agriculture industry in this electorate</li> <li>- Australia has great reputation for quality agricultural products around the world and especially in Asia</li> <li>- Encouragement for new farmers to the dairy industry through Government assistance programs</li> <li>- Parliamentary inquiry into the dairy industry will hand down its findings at the end of March this year</li> <li>- The Federal Government should purchase Australian milk powder to be distributed by Australian Overseas Aid</li> <li>- First to last mile problem with road infrastructure. More money required for local roads</li> <li>- Rising electricity prices are a major cost impact on dairy farmer businesses</li> </ul>

	<ul style="list-style-type: none"><li>- Clean Energy Fund should invest in rural areas.</li><li>- Access to labour, rules and red tape is onerous on small businesses</li></ul> <p style="text-align: center;">Stuart Crosswaite AVDP Chairman – Presented:</p> <ul style="list-style-type: none"><li>- Northeast Victoria is one of the most profitable dairy areas in Australia</li><li>- Dysfunctional education pathways for students to enter agriculture</li><li>- Families leaving the industry and the flow on effect to communities</li><li>- Confidence to invest in the industry is definitely subdued</li><li>- Developing a foundation for growth and opportunities for new people to enter the industry</li><li>- The Alpine Valleys have bucked the trend and increased milk production in recent years</li><li>- Alpine Valleys dairy farmers have a lower cost production compared to the rest of Australia</li><li>- Must lift the skills of dairy farmers</li><li>- Succession planning is vital for the industry to grow into the future</li><li>- New Zealand milk production has increased dramatically compared to Australia since 1980</li><li>- Agriculture dominates the New Zealand economy and in its universities courses</li><li>- A culture supports agriculture, it's a first choice of career</li><li>- Lots of career opportunities in agriculture</li><li>- Adopt innovative practices and supported by Government</li><li>- Average age of dairy farmers in Australia is older than other agricultural industries</li><li>- Impediments to the industry water and land security, affordable 3 phase power NBN mobile phone coverage investment in local road infrastructure.</li></ul>
--	--

<b>Members Comments Thoughts:</b>	More flexibility in the Victorian planning scheme relating to the farming zone to allow succession planning and to allow farmers to unlock a small proportion of their capital in their farm land. Also allow blocks to be subdivided and a house to be built to allow farm workers and their families to live on farm and this benefits the whole community.
<b>Possible Actions:</b>	Nil
<b>Additional Info Available:</b>	I would like to thank Lauren Elvin for the great job she did as MC of the meeting.

**RECOMMENDATION:**

**THAT THE COUNCILLOR REPORTS BE NOTED.**

**16 Urgent business**

**17 Committee minutes**

**17.1 Upper Murray Business Inc (UMBI) (07/01/0045 - Cr Star)**

The unconfirmed minutes of the meeting held on 8 November 2016 are attached at [Appendix 10](#).

**RECOMMENDATION:**

**THAT THE UNCONFIRMED UPPER MURRAY BUSINESS INC MINUTES BE NOTED.**

## **18 Occupational health and safety**

### **18.1 OHS Committee (06/04/0212-DCCS)**

The unconfirmed minutes of the meeting held on Thursday 16 February 2017. are attached at [Appendix 11](#).

#### **RECOMMENDATION:**

**THAT THE UNCONFIRMED OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MINUTES BE NOTED.**

## **19 Council policies (10/01/0007-CEO)**

The following policies are attached at [Appendix 12](#) for review. Councillors are requested to provide feedback on the policy to the Responsible Officer by 4 April 2017.

- Debt Collection (Rate Debtors, Sundry Debtors)
- Discrimination, Workplace and Sexual Harassment, Equal Employment Opportunity and Diversity
- Workplace Bullying and Harassment
- Employee Code of Conduct and Conflict of Interest Policy and Guidelines.

## **20 Sealing of documents**

### **20.1 Section 173 Agreement – GJ Prichard (312000,312400), JA Studenik (258800), DG Cheshire (223350) – (DTS)**

The Stock Grid Policy enables Council to enter into a maintenance and repair agreement with a stock grid owner by a Section 173 Agreement under the Planning and Environment Act 1987.

Section 2.1 of the policy states that Council will enter into an agreement with owners of existing grids which sets out the conditions under which the grid will be permitted to remain on a public access road. Conditions include:

- The owner is responsible for ongoing maintenance and upgrade of the grid and associated signage to an acceptable standard as deemed by Council.
- The owner is responsible for the supply and installation of any upgrade grid and associated signage to Council requirements. A Permit for Works within Road Reserves must be obtained.
- The owner is to provide evidence of a current \$10M Public Liability Insurance Policy which is to be ongoing for the life of the grid.
- The owner must hold an annual Stock Grid Grazing Permit and pay the associated fee.
- If the grid is not maintained to a satisfactory standard, Council may carry out maintenance at the owner's cost or remove the grid.
- The owner is responsible for upgrade of the grid if the road is upgraded or minimum standards are altered.

Section 173 Agreements have been drafted for the owners and future owners of the land described as:

- Volume 09399, Folio 420 are responsible for the ongoing maintenance and renewal of the stock grid located at 5.50 km and a 50% share for the ongoing maintenance and renewal of the stock grid 4.70 km along Jarvis Creek Road as measured from Sirls Road.
- Volume 09210, Folio 923 are responsible for the ongoing maintenance and renewal of the stock grid located at 6.60 km and 7.30 km along Jarvis Creek Road as measured from Sirls Road.

- Volume 10319, Folio 324 are responsible for a 50% share of the ongoing maintenance and renewal of the stock grids located at 12.23 km and 12.95 km along Callaghan Creek Road as measured from Dartmouth Road.
- Volume 06665, Folio 944 are responsible for the ongoing maintenance and renewal of the stock grids at 3.14 km and a 50% share for the ongoing maintenance and renewal of the stock grid at 4.40 km on Millers Road as measured from Guys Forrest Road.

Compliance with the Section 173 agreements is required to the satisfaction of the Responsible Authority until such time as these requirements are varied or superseded by a subsequent requirement.

The Agreements are in accordance with the requirements of the Stock Grid Policy and it is the Officer's recommendation that they be signed and sealed.

**RECCOMENDATION:**

**THAT THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE SECTION 173 AGREEMENTS RELATING TO LAND DESCRIBED AS VOLUME 09399 FOLIO 420, VOLUME 09210 FOLIO 923, VOLUME 10319 FOLIO 324, VOLUME 06665 FOLIO 944; THAT HAVE BEEN DRAFTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE STOCK GRID POLICY.**

## 20.2 Naming and Registration of Unnamed Roads (01/01/0449 – DTS)

### Disclosure of Interests (S.80C):

This report was prepared by Ms Rachael Gadd, Civil Asset Engineer

At the time of preparation of the report the officer did not have a direct or indirect interest in any matter to which the report or advice relates.

### Background/History:

A report was adopted by Council in September 2016 for the Naming and Registration of Unnamed Roads within Towong Shire. Following adoption by Council each road in the report requires registration with the Office of Geographic Names through the Notification for Editing Service (NES). The proposed changes to the Road Register are:

Proposed Name	Datum	Locality	Current Status	Road type	Notes
Koorilla Ln	Springdale Rd	Bethanga	Unnamed Rd	Access	
Darbyshire Ln	Murray Valley Hwy	Darbyshire	Unnamed Rd	Access	
Petersen Crt	Banimboola Rd	Dartmouth	Currently named and registered (renaming)	Access	Spelling correction from Peterson
Rocky Ln	McFarlanes Rd	Granya	Unnamed Rd	Access	
Ellis Ln	Mitta North Rd	Mitta Mitta	Currently named on Council register	Access	VICMap unregistered
Hillcottage Ln	Leys Rd	Mitta Mitta	Unnamed Rd	Access	
Lyford Ln	Omeo Hwy	Tallangatta	Currently named on Council register	Access	VICMap unregistered
Kemps Ln	Sweeneys Creek Rd	Shelley	Unnamed Rd	Access	Road up to Hilliers Quarry
Philby Ln	Murray Valley Hwy	Shelley	Unnamed Rd	Access	At 6658 MVHwy - CARS Request
Roberts Ln	Murray Valley Hwy	Shelley	Unnamed Rd	Access	
Sweeneys Creek Rd	Murray Valley Hwy	Shelley	Unnamed Rd	Access	
Walters Rd	Murray Valley Hwy	Talgarno	Unnamed Rd	Limited Access	
Fire Ln	Left Hand Rd	Tallangatta Valley	Currently named on Council register	Limited Access	VICMap unregistered
Moyles Ln	Callaghans Creek Rd	Tallangatta Valley	Unnamed Rd	Access	
Mullaveys Ln	Spring Creek Rd	Tallangatta Valley	Unnamed Rd	Access	
Walker Ln	Callaghans Creek Rd	Tallangatta Valley	Currently named but not on VICMap register	Limited Access	VICMap unregistered
Thew Ln	Thowgla Rd	Thowgla	Currently named but not on VICMap register	Access	VICMap unregistered
Bush Paddock Rd	Ranch Rd	Tintalra	Unnamed Rd	Limited Access	
Campbell Ln	Murray Valley Hwy	Walwa	Currently named and registered (renaming)	Access	Renaming of Old Tip Rd, Walwa in memory of Roy Campbell
Ferry Ln	Murray River Rd	Whyma	Currently named on Council register	Access	Leads to the Whyma ferry, VICMap unregistered

Upon review of the list of roads presented in the report, discrepancies have been identified that prevent the names from being registered. This table identifies these discrepancies and provides revised information for adoption by Council to align with the Guidelines for Geographic Names.

The proposed changes to the register are:

- Change the locality of Kemps Lane and Sweeneys Creek Road from Shelley to Berringama
- Change the datum of Moyles Lane from Callaghan Creek Road to Spring Creek Road
- Remove the duplicated Mullaveys Lane entry
- Replace Fire Lane with Stanley Street to align with the original township map of Wyeeboo, now known as Tallangatta Valley.

**Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

Nil.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

It is recommended that Council adopt the changes to its Road Register as detailed above to resolve the issues currently raised by the Office of Geographic Names and to comply with the guidelines for Geographic Names.



**RECOMMENDATION:**

**THAT COUNCIL ADOPT THE FOLLOWING:**

- 1. CHANGE THE LOCALITY OF KEMPS LANE AND SWEENEYS CREEK ROAD FROM SHELLEY TO BERRINGAMA**
- 2. CHANGE THE DATUM OF MOYLES LANE FROM CALLAGHAN CREEK ROAD TO SPRING CREEK ROAD**
- 3. REMOVE THE DUPLICATED MULLAVEYS LANE ENTRY FROM THE REGISTER**
- 4. REPLACE FIRE LANE WITH STANLEY STREET TO ALIGN WITH THE ORIGINAL TOWNSHIP MAP OF WYEEBOO, NOW KNOWN AS TALLANGATTA VALLEY.**

## **21 Confidential**

In accordance with S77 (2) information is 'confidential information' if:

(a) the information was provided to the Council or a special committee in relation to a matter considered by the Council or special committee at a meeting closed to members of the public and the Council or special committee has not passed a resolution that the information is not confidential; or

(b) the information has been designated as confidential information by a resolution of the Council or a special committee which specifies the relevant ground or grounds applying under section 89(2) and the Council or special committee has not passed a resolution that the information is not confidential; or

(c) Subject to sub-section (3), the information has been designated in writing as confidential information by the Chief Executive Officer specifying the relevant ground or grounds applying under section 89(2) and the Council has not passed a resolution that the information is not confidential.

In accordance with Section 89(2) and 89(3) of the Local Government Act 1989,

(2) A Council or special committee may resolve that the meeting be closed to members of the public if the meeting is discussing any of the following—

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or special committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

(3) If a Council or special committee resolves to close a meeting to members of the public the reason must be recorded in the minutes of the meeting

**RECOMMENDATION:**

**THAT THE MEETING BE CLOSED TO THE PUBLIC TO CONSIDER INFORMATION CONSIDERED UNDER SECTION 89(2)(d) AND (h) OF THE LOCAL GOVERNMENT ACT TO BE CONFIDENTIAL.**

**21.1 Unauthorised fencing and tree planting on Lucyvale Road and Perkins Road (01/01/0191 - DTS)**

**21.2 Residential access and gates on Lucyvale Road (01/01/0191 - DTS)**

**21.3 Tender Assessment – Bogie Drive Waste Compactor (DTS)**