



# **Appendices**

## **Ordinary Council Meeting**

Tuesday 7 June 2016

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**1-3**

## APPENDIX 1

Date	Names of all Councillors and Council Staff attending	The matters considered	Conflict of interest disclosures made by a Councillor	Did disclosing Councillor leave the assembly?
3 May 2016	Cr David Wortmann Cr Aaron Scales Cr Mary Fraser OAM Cr Debi Gadd Cr Peter Joyce Mr J Heritage Ms J Shannon Mr S Hollis	Councillor Workshop – See attached	Nil.	Nil.
24 May 2016	Cr David Wortmann Cr Aaron Scales Cr Mary Fraser OAM Cr Peter Joyce Ms J Phelps Mr J Heritage Ms J Shannon Mr S Hollis Mr B Phillips	Councillor Workshop – See attached	Nil.	Nil.

# Councillor Workshop

Tuesday 3 May 2016

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- 1.00 pm**      **Corryong Cemeteries Trust**
- 1.30 pm**      **Councillor Feedback/Issues**
- 1.45 pm**      **Planning Update (Simon Hollis)**  
C25 Amendment  
Quarry
- 2.00 pm**      **Presentation**  
Quarry (Dallas Hurst, Paul Hurst, James Laycock)
- 2.30 pm**      **Acting CEO/Director Technical Services (Jamie Heritage)**  
Delivering Victorian Infrastructure (PoM Lease)  
Upper Murray Challenge 2016  
TICC  
Destination Tallangatta
- 3.00 pm**      **Director Community and Corporate Services (Jo Shannon)**  
Budget 2016/17 – service changes  
Mobile library workshops  
Granya Hall Committee  
Wyeboon Multi-purpose facility  
Corryong Tennis Courts
- 3.30 pm**      **Close**

# Councillor Workshop

Tuesday 24 May 2016

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**9.30 am Councillor Feedback/Issues**

'Thank you' file

**10.00 am Director Community and Corporate Services (Jo Shannon)**

Budget 2015/16 - process / service levels (45 min)

Wyeboo

Corryong Tennis Courts

Mitta Netball Club request

Community Sports Infrastructure Fund

Stronger Communities Fund

Donation of artwork to Council

2016 Revaluation Outcomes

Councillor Expenses

Climate Change Adaptation Project

**11.30 am Planning update (Simon Hollis)**

**12 noon Economic Development (Lauren Elvin)**

**12.30 pm Lunch**

**1.00 pm Director Technical Services (Jamie Heritage)**

TICC – solar batteries, desktop analysis etc

Major patching

Georges Creek Road

Roundabout feedback

Foreshore/GMW

VGC Funding

Pound

Staff

Towong Street bridge over rail trail - designs

Bowling Club -Raw water tank

Temporary roundabout and Western intersection,

Successful climate change adaptation grant applications

Tree canopy analysis, tree replacement planning and climate change adaptive tree guide

**Cr Joyce left the meeting at 1.30 pm**

- 2.00 pm**     **Presentation** (Steve Tinker)  
Granya Mobile Black Spot proposal
- 2.30 pm**     **Chief Executive Officer** (Juliana Phelps)
- 3.00 pm**     **Close**

## APPENDIX 2

REVIEW OF SERVICE LEVELS

Item Ref	Item	Current service level	Current total cost	Current net cost to Council (Total cost less any revenue received)	Potential service level	Proposed total cost	Proposed net cost to Council (Total cost less any revenue received)	Annual recurrent saving to Council	General rate and municipal charge increase (equivalent)	Comment
A	State Emergency Services (SES) contribution	Council currently matches the State Government funding 1:1 - <b>Tallangatta SES</b> - \$25,706 (\$12,853 State Govt and, \$12,853 TSC) - <b>Corryong SES</b> - \$25,706 (\$12,853 State Govt and, \$12,853 TSC) - <b>Mitta Mitta SES</b> - \$13,268 (\$6,634 State Govt and \$6,634 TSC)	\$64,680	\$32,340 (Total cost less any revenue received)	Council no longer match the State Government funding.	\$32,340	\$0	\$32,340	0.51%	Council notified the three SES units in 2015 that it was unlikely to match the State Government funding for the 2016/17 and future financial years.  Councils in North East Vic (Alpine, Benalla, Campaspe, Indigo, Moira, Murrumbidgee, Strathbogie, Wodonga) have continued to provide a financial contribution to the SES unit, matching the State Government funding.  The State Government has called on councils to honour the long standing co-contribution arrangement (ABC 23 May 2016).  Local SES units have indicated that they will not be able to meet their ongoing operational costs (e.g. fuel for SES trucks) if Council ceases this contribution and there is no other funding available.
B	Kindergartens	Council currently provides 15 hours per week of kindergarten in Corryong, Bellbridge and Tallangatta for 40 weeks per year.	\$320,000	\$157,000 (Total cost less any revenue received)	Council to cease providing kindergarten services. This would also mean that the government funding for providing this service would cease (approximately \$123,000) and user fees (\$40,000)	\$0	\$0	\$157,000	2.50%	All states have signed up to a national agreement to provide universal access to early childhood education. Universal access ensures that a quality, early childhood education program is available for all children in the year before full-time school. The program is to be delivered by a qualified early childhood teacher for 15 hours per week, with a focus on participation by Indigenous children, vulnerable and disadvantaged children.  Funding of the preschool service is contingent on delivering a 15 hour program and having appropriately qualified staff.  The only options available to reduce the service would be to cease providing preschool in one or all locations in the Shire. This would affect approximately 50-60 families who would need to find alternative services.  Private industry may fill this service gap. Given that Council has just constructed the new preschool / childcare facility in Tallangatta, this may mean outsourcing the full early childhood service.



Item Ref	Item	Current service level	Current total cost	Current net cost Council (Total cost less any revenue received)	Potential service level	Proposed total cost	Proposed net cost to Council (Total cost less any revenue received)	Annual amount saving to Council	General rate and municipal charge increase (equivalent)	Comment
C	Youth	Council currently provides nine youth workshops / events per annum	\$38,300	\$9,000	Council to only provide workshops to the value of the government funding. Events likely to cease: - Swimming pool movie nights ( <i>Option A</i> ) - Youth personal development workshop ( <i>Option B</i> ) Both events cease ( <i>Option C</i> )	Option A (cease swimming pool movie night): \$33,300 Option B (cease personal development workshop): \$34,300 Option C (cease both events): \$29,300	A: \$5,000 B: \$4,000 C: \$0	A: \$4,000 B: \$5,000 C: \$9,000	0.065%	The current youth program provides for a range of events across five themes: <ul style="list-style-type: none"> <li>• Arts and cultural development</li> <li>• Community</li> <li>• Self esteem and personal development</li> <li>• Education and employment</li> <li>• Health</li> </ul> Over the past 12 months, the number of youth attending these events range from 23 for specific customer service training to 232 attending a DJ Dance workshop. The costs (current and proposed) do not include employee resourcing required to deliver this program. A reduction in the events program (from nine to seven) has the potential to increase the number of disengaged youth.
D	Seniors	Council currently contributes to the annual Senior event	\$12,000	\$9,000	Council to cease contributions to the annual senior event. The event would be delivered at the level funded by the State Government.	\$3,000	\$0	\$9,000	0.14%	The costs (current and proposed) do not include employee resourcing required to deliver this event. Reducing Council's contribution would result in a scaled-down event. Council may be able to partner with existing service providers to conduct this event.

Item Ref	Item	Current service level	Current total cost	Current net cost to Council (Total cost less any revenue received)	Potential service level	Proposed total cost	Proposed net cost to Council (Total cost less any revenue received)	Annual amount arising to Council	General rate and municipal charge increase (equivalent)	Comment
E	Maternal and Child Health	<p>Council currently provides 3,280 available staff hours plus associated costs (vehicles, phones and buildings) to run this service.</p> <p>Council currently offers clinics:</p> <ul style="list-style-type: none"> <li>- <b>Bellbridge</b> – Wed 9:30am-12:00pm(1<sup>st</sup> and 3<sup>rd</sup> week of the month)</li> <li>- <b>Walwa</b> – Tue 1:30pm-3pm(1<sup>st</sup> and 3<sup>rd</sup> week of the month)</li> <li>- <b>Tallangatta</b> – Mon 9:00am-12:00pm (every week)</li> <li>- <b>Mitta</b> – Wed 9:30am-12:00pm (2<sup>nd</sup> and 4<sup>th</sup> week of the month)</li> <li>- <b>Corryong</b> – Mon, Tue and Thu 9:30am-12:00pm (every week)</li> </ul> <p>Appointments for home visits are also available when clinics are not running.</p>	\$196,166	\$57,350	<p>That Council provide the service at reduced hours so the cost of the service matches the State Government funding received. This will be a reduction of approximately 1,100 hours to 2,193 hours available.</p> <p>This may result in the following changes to service delivery: fortnightly services in Bellbridge, Walwa and Mitta Mitta reducing to monthly; Tallangatta weekly service reducing from three hours per week to two hours per week; Corryong service reducing from three days to two days per week.</p> <p>Hours available for appointments/home visits would be reduced by 822 hours.</p>	\$138,816	\$0	\$57,350	0.91%	<p>Review of actual service levels/time per family appointment and targets provided by Department. Maximise level of funding based on outcomes from review.</p> <p>The recent Children's Services Review reports that the community values the MCH service currently being provided by Council and recommends that Council continue to provide the service and that Council explore collaborative arrangements with adjoining Councils.</p> <p>Cutting this service is likely to result in increased levels of child and family vulnerability within the Shire.</p> <p>It would also reduce Council engagement with young families.</p>

Item Ref	Item	Current service level	Current total cost	Current net cost Council (Total cost less any revenue received)	Potential service level	Proposed total cost	Proposed net cost to Council (Total cost less any revenue received)	Annual amount owing to Council	General rate and municipal charge increase (equivalent)	Comment
F	School crossing supervisors	Council currently provides school crossing supervisors at two locations – one in Coryong and one in Tallangatta. Council currently receives approximately \$9,000 in funding from VicRoads. This service has 1,186 hours paid per annum. School crossings are currently manned between the hours of 8:05am-9:05am and 2:50pm-3:20pm.	\$36,000	\$27,000	That Council only provide the service up to the level of funding provided. This would mean a reduction of 908 hours to 278 hours per annum. This would equate to approximately 40 minutes of time available per crossing per school day.	\$9,000	\$0	\$27,000	0.43%	In early 2016 VicRoads commenced a six month pilot with Northern Grampians Shire Council to explore ways to improve safety around schools.  As part of the trial VicRoads agreed to fund the supervision of school crossings in the Northern Grampians Shire and to consider supplementary safety measures including improved signage, line-markings, on-road messaging, raised pavement markers and potential use of raised crossings, where appropriate.  The outcomes of this pilot will be reported later in 2016.  Ceasing to fund school crossing supervisors may increase the risk of injury to school children.  Council officers are consulting with local schools to gain a better understanding of issues associated with the school crossings.
G	Eskdale Community Pool	Council currently makes a financial contribution to the Eskdale Community Pool	\$12,500	\$12,500	To no longer provide this contribution.	\$0	\$0	\$12,500	0.20%	Discussions have been held with the President of the Eskdale Community Swimming Pool Committee. He advises that the continued operation of the swimming pool is dependent on the financial contribution provided by Council: \$10,000 to pay lifeguards and \$2,500 to fund the purchase of pool maintenance supplies. Local community members volunteer to clean and maintain the pool, toilets and surrounds.  The pool provides a VicSwim program for local schools (Kiewa, Sandy Creek, Tallangatta Valley). It is open from 4pm-7pm on school days and 1pm-7pm on non-school days.  He has advised that the pool will close if Council's financial contribution ceases.

Item Ref	Item	Current service level	Current total cost	Current net cost Council (Total cost less any revenue received)	Potential service level	Proposed total cost	Proposed net cost to Council (Total cost less any revenue received)	Annual amount contributing to Council	General rate and municipal charge increase (equivalent)	Comment
H	Swimming pools	The pools in Corryong and Tallangatta are currently open from mid November to mid March – approximately 120 days.  Current hours of operation:  School terms 3:30pm-7:00pm School holidays, public holidays and weekends 12:00pm to 7:00pm	\$240,680	\$198,680	It is proposed to reduce operating hours by 7 hours per week over the season.  This could come from one hour per day or closing for two weekdays or one day on the weekend.	\$230,680	\$188,680	\$10,000	0.16%	The pool season was reduced by one week for the 2015/16 season.  Savings of \$13,000 has been achieved with the new service arrangement with Momentum One Service Pty Ltd.  The Corryong community have been requesting an increase in operating hours to improve the health of the community.  There may be an impact on the health and wellbeing of the community if the swimming pools are closed.  It may be appropriate to get more data on pool usage before deciding on which hours are reduced.
I1	Memberships	Council is currently a member of Timber Towns Victoria.	\$2,500	\$2,500	Council cease membership of Timber Towns	\$0	\$0	\$2,500	0.04%	Membership of Timber Towns Victoria provides access to timely advice regarding timber impacted road infrastructure needs and associated funding.  Lack of timely advice may result in less funding opportunities.
I2	Memberships	Council is currently a member the Murray Darling Association	\$1,500	\$1,500	Council cease membership of the Murray Darling Association	\$0	\$0	\$1,500	0.02%	Membership of the Murray Darling Association is open to any individual / organisation that has an interest in ensuring a sustainable future for the Murray-Darling Basin.
J	State-wide Community Satisfaction Survey	Council currently participates in the survey. Three of the survey measures are required for the Local Government Performance Reporting Framework and Know Your Council website.	\$9,000	\$9,000	To no longer participate in this survey	\$0	\$0	\$9,000	0.14%	There are stringent government requirements regarding the conduct of the satisfaction survey.  In 2015 a quote was obtained to conduct the survey independently. The quote exceeded the cost of participating in the state-wide survey.  Without this data Council would not be able to meet the State Government requirements for the Local Government Performance Reporting Framework. This is likely to result in being identified in the annual VAGO report and may result in a qualified audit opinion.

Item Ref	Item	Current service level	Current total cost	Current net* cost Council (Total cost less any revenue received)	Potential service level	Proposed total cost	Proposed net cost to Council (Total cost less any revenue received)	Annual amount going to Council	General rate and municipal charge increase (equivalent)	Comment
K	Towong Local Government School Leaver Scholarship	Council currently provides the opportunity for an undergraduate to receive \$5,000 per annum cash plus paid work during semester breaks	\$21,000	\$21,000	Cease providing this opportunity.	\$0	\$0	\$21,000	0.33%	An opportunity is provided for one local resident for a three year period. The scholarship provides a \$5,000 cash contribution and up to 12 weeks of paid work experience per annum.  Ceasing this scholarship would result in less opportunity for a young resident of Towong Shire.
L	Arts and culture	Council currently contributes to Murray Arts	\$5,000	\$5,000	Council cease contribution to Murray Arts.	\$0	\$0	\$5,000	0.08%	Murray Arts currently provide some access in to arts funding programs.  Council currently provides very limited activities in the arts and culture space.
M	Enterprise agreement		\$5,756,587	\$5,756,587	A 0% increase in the yet to be negotiated Enterprise Agreement (EA). The current EA expires in August 2016.  The current draft budget for 2016/17 provides for a 2.7% increase effective 1 August 2016. This is based on the average CPI over the last 10 years.	\$5,633,587	\$5,633,587	\$123,000	1.95%	Other LGA's have gained employee agreement on 2.5% pay increases. Others in the area are negotiating on 2.25%.  Mixed views are likely from staff, ranging from acceptance due to Council's current financial challenges to reduced morale amongst others.
N	Staff training	Council's staff training budget is currently \$60,000 per annum which is equivalent to \$856 per FTE.	\$60,000	\$60,000	Proposed to cut training budget to \$45,000, which is equivalent to \$642 per FTE.	\$45,000	\$45,000	\$15,000	0.24%	Council officers will need to ensure that staff has the appropriate training to perform required tasks.  Actual training costs for the last three years have averaged \$51,000 per annum.

## APPENDIX 3

## **Budget 2016/17**

### **Extract of Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014**

#### **Local Government Act 1989**

##### **S 127. Council must prepare a budget**

1. A Council must prepare a budget for each financial year.
2. The Council must ensure that the budget contains—
  - (a) financial statements in the form and containing the information required by the regulations;
  - (b) a description of the services and initiatives to be funded in the budget;
  - (c) a statement as to how the services and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council Plan;
  - (d) major initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year;
    - (da) for services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131;
    - (db) the prescribed measures relating to those indicators;
  - (e) any other information required by the regulations.
3. The Council must ensure that the budget also contains:
  - (a) the information the Council is required to declare under section 158(1);
  - (b) if the Council intends to declare a differential rate under section 161, the information listed in section 161(2);
  - (c) if the Council intends to declare a differential rate under section 161A, the information listed in section 161(2).
4. The Council must ensure that, if applicable, the budget also contains a statement:
  - (a) that the Council intends to apply for a special Order to increase the Council's average rate cap for the financial year under section 185E; or
  - (b) that the Council has made an application to the Essential Services Commission for a special Order under section 185E and is waiting for the outcome of the application; or
  - (c) that a special Order has been made in respect of the Council and a higher cap applies for the financial year.

### S 129. Public notice

1. As soon as practicable after a Council has prepared a proposed budget or revised budget, the Council must give public notice.
2. A person has a right to make a submission under section 223 on any proposal contained in the proposed budget or revised budget.
3. In addition to any other requirements specified by this Act, the notice referred to in subsection (1) must:
  - (a) contain any information required by the regulations; and
  - (b) advise that copies of the proposed budget or revised budget are available for inspection for at least 28 days after the publication of the notice at:
    - the Council office and any district offices; and
    - any other place required by the regulations; and
  - (c) advise that the proposed budget or revised budget is published on the Council's Internet website for at least 28 days after the publication of the notice.
4. A copy of the proposed budget or revised budget must be available and published as set out in subsection (3) (b) and (c).
5. In this section, "**proposed budget**" includes:
  - (a) a budget that is prepared on the basis of the application of an average rate cap fixed by general Order or a proposed higher cap subject to an application under section 185E; and
  - (b) a budget that is prepared on the basis of both the application of an average rate cap fixed by general Order and a proposed higher cap subject to an application under section 185E.

### S 130. Adoption of budget or revised budget

1. A Council may adopt a budget or revised budget if it has complied with all of the relevant requirements of this Act relating to budgets and revised budgets.
2. The Council must give public notice of its decision under subsection (1).
3. The Council must adopt the budget by 30 June each year, or such other date fixed by the Minister by notice published in the Government Gazette..
4. The Council must submit a copy of the budget or revised budget to the Minister within 28 days after adopting the budget under subsection (3) or adopting the revised budget under subsection (1).



5. The Minister may extend the period within which a Council must comply with subsection (4).
6. If a Council fails to submit a copy of the budget or revised budget to the Minister within the time allowed, the Secretary must ensure that details of the failure are published in the annual report of the Department.
7. A Council must give the Minister any information concerning its budget or revised budget that the Minister requests.
8. A Council must comply with subsection (7):
  - (a) within 14 days of receiving a request in writing for the information from the Minister; or
  - (b) within any longer period specified by the Minister in the request.
9. A copy of the budget or revised budget must be available for inspection by the public at:
  - (a) the Council office and any district offices; and
  - (b) any other place required by the regulations.

In addition, a Council must ensure that the current budget or revised budget is published on the Council's Internet website (see section 82A(2)(ab)(iii)).

## **Local Government (Planning and Reporting) Regulations 2014**

### **Part 3 - Budgets**

#### 9. The financial statements

For the purposes of section 127(2)(a) of the Act, the financial statements included in a budget or revised budget must—

- (a) contain a statement of capital works for the financial years to which the financial statements relate; and
- (b) be in the form set out in the Local Government Model Financial Report.

#### 10. Other information to be included

1. For the purposes of sections 127(2)(e) and 128(3) of the Act, a budget or revised budget must contain the following information in relation to the financial year to which the budget or revised budget relates:
  - (a) a detailed list of capital works expenditure-

- i. in relation to non-current assets classified in accordance with the model statement of capital works in the Local Government Model Financial Report; and
  - ii. set out according to asset expenditure type;
- (b) a summary of funding sources in relation to the capital works expenditure referred to in paragraph (a), classified separately as—
  - i. grants; and
  - ii. contributions; and
  - iii. Council cash; and
  - iv. borrowings;
- (c) a statement of human resources;
- (d) a summary of expenditure in relation to the human resources referred to in the statement of human resources, categorised according to the organisational structure of the Council and classified separately as—
  - i. permanent full time; or
  - ii. permanent part time;
- (e) a summary of the number of full time equivalent Council staff referred to in the statement of human resources, categorized according to the organisational structure of the Council and classified separately as—
  - i. permanent full time; or
  - ii. permanent part time;
- (f) a list of grants by type and source, classified as—
  - i. recurrent grants to be used to fund operating expenditure; or
  - ii. recurrent grants to be used to fund capital expenditure; or
  - iii. non-recurrent grants to be used to fund operating expenditure; or
  - iv. non-recurrent grants to be used to fund capital expenditure;
- (g) The total amount borrowed as at 30 June of the financial year compared with the previous financial year;
- (h) The following information in relation to borrowings (other than borrowings to refinance existing loans)-

- i. in a budget that has not been revised, the total amount to be borrowed during the financial year compared with the previous financial year; or
  - ii. in a revised budget, any additional amount to be borrowed compared with the budget or the most recent revised budget (as applicable);
- (i) the total amount projected to be redeemed during the financial year compared with the previous financial year.

(2) For the purposes of sections 127(2)(e) and 128(3) of the Act, a budget or revised budget must contain the following information in relation to the financial year to which the budget or revised budget relates—

- a) if Council declares general rates under section 158 of the Act, the rate in the dollar to be levied for each type or class of land;
- b) the percentage change in the rate in the dollar to be levied for each type or class of land compared with the previous financial year;
- c) the estimated amount to be raised by general rates in relation to each type or class of land compared with the previous financial year;
- d) the estimated amount to be raised by general rates compared with the previous financial year;
- e) the number of assessments in relation to each type or class of land compared with the previous financial year;
- f) the number of assessments compared with the previous financial year;
- g) the basis of valuation to be used under section 157 of the Act;
- h) the estimated value of each type or class of land compared with the previous financial year;
- i) the estimated total value of land rated under section 158 of the Act compared with the previous financial year;
- j) the municipal charge under section 159 of the Act compared with the previous financial year;
- k) the percentage change in the municipal charge compared with the previous financial year;
- l) the estimated amount to be raised by municipal charges compared with the previous financial year;
- m) the rate or unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year;
- n) the percentage change for each type of service rate or charge compared with the previous financial year;

- o) the estimated amount to be raised by each type of service rate or charge compared with the previous financial year;
- p) the estimated total amount to be raised by service rates and charges compared with the previous financial year;
- q) the estimated total amount to be raised by all rates and charges compared with the previous financial year;
- r) any significant changes that may affect the estimated amounts referred to in this subregulation to be raised.

(3) Subregulation (2) applies to a revised budget as if a reference in that subregulation to the previous financial year were a reference to the budget initially adopted under section 130 of the Act in the current financial year or the most recent revised budget (as applicable).

#### 11. Public notice of proposed budget or revised budget

For the purposes of section 129(3)(a) of the Act, a public notice under section 129(1) of the Act must contain the following information—

- a) the date on which Council will meet to adopt its budget or revised budget;
- b) in the case of a revised budget, a summary of reasons for the preparation of the revised budget.