

# Minutes

## Ordinary Meeting of Council

Tallangatta Council Office

Tuesday 1 April 2014

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**AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT TOWONG SHIRE COUNCIL, TALLANGATTA OFFICE ON TUESDAY 1 APRIL 2014 COMMENCING AT 10.00 AM.**

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## **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**

**Present:** Cr Fraser OAM, Crs Wortmann, Gadd, Joyce and Scales

<b>In Attendance:</b>	<b>Title:</b>
J Phelps	Chief Executive Officer
J Shannon	Director Community and Corporate Services
J Heritage	Director Technical Services
D Snaith	Executive Assistant

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

Nil.

## **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.

Cr Joyce declared an indirect interest in Item 21.1 (Towong Grandstand Restoration Project) advising that he has a personal association with an employee of the proposed contractor.

## **5 Confirmation of minutes**

Ordinary Meeting of 4 March 2014.

**CR JOYCE  
CR GADD**

**THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 4 MARCH  
2014 AS CIRCULATED BE CONFIRMED.**

**CARRIED**

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

Nil.

## **7 Assembly of Councillors**

A written record of the Assemblies of Councillors from 4 March to 25 March 2014 is included at Appendix 1.

**CR WORTMANN**

**CR GADD**

**THAT THE INFORMATION BE NOTED.**

**CARRIED**

## **8 Open Forum**

Nil.

## 9 Organisational improvement

### 9.1 Finance Report as at 28 February 2014 (DCCS)

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

This report was prepared by Mr Peter Barber, Manager 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.

#### OPERATING RESULT

	Note	Feb-14 (Actual) \$'000	Feb-14 (Budget) \$'000	YTD (Actual) \$'000	YTD (Budget) \$'000	YTD (Variance) \$'000	YTD (Variance) %
Income	1	673	220	12,043	12,599	(556)	-4%
Expenditure	2	1,147	661	7,106	7,976	(870)	-11%
Surplus		(474)	(441)	4,937	4,623	314	7%

Table 1: Operating Result

#### Note 1:

Income is lower than budget, primarily due to the timing of grant funding payments. Where the timing is unknown at the time of preparing the budget, the budget is placed in the month of July. Refer "Grant Income" below.

#### Note 2:

Expenditure is lower than budget, primarily due to the timing of grant funded projects and actual employees being lower than that originally budgeted. Where the timing is unknown at the time of preparing the budget, the budgeted expenditure is placed in the month of July.

Projects that were budgeted in ahead of actual expenditure include:

- \$123,000 Planning services
- \$50,000 Community Health and Wellbeing
- \$50,000 Insight 360 Development
- \$118,000 Tourism Strategies and Master Plans
- \$90,000 Local Government Reform (Shared Services)
- \$140,000 Infrastructure maintenance

Projects that were budgeted but have not proceeded include:

- \$73,000 Flood Recovery Officer
- \$116,000 Director Development Services

The actual full time equivalent employees for the year is currently 66.0, whilst the budget is 70.6.

**Grant Income**

	Note	Feb-14 (Actual)	YTD (Actual)	YTD (Budget)	YTD (Variance)	12 Month (Budget)
		\$'000	\$'000	\$'000	\$'000	\$'000
Recurring	1	496	1,579	1,165	414	2,184
Non-Competitive	2	3	2,050	2,354	(304)	2,783
Competitive	3	76	952	1,483	(531)	1,576
<b>Total</b>		<b>575</b>	<b>4,581</b>	<b>5,002</b>	<b>(421)</b>	<b>6,543</b>

Table 2: Grant Income

Note 1:

VGC General Purpose Grant instalment (\$431,000) received ahead of original budget timing.

Note 2:

The following grants were budgeted for but not yet received:

- \$770,000 Emergency Response (March 2012 flood recovery)
- \$197,000 Roads to Recovery

The following grant was received but not yet budgeted:

- \$660,000 Local Government Infrastructure Program

Note 3:

The following grants were budgeted for but not yet received:

- \$68,000 Tallangatta Multi Sport Precinct
- \$235,000 Tallangatta Community Hub (Senior Citizens)-RDAF Round 5 grant withdrawn
- \$354,000 Blackspot funding
- \$75,000 Tallangatta Holiday Park Masterplan

The following grant was received but not yet budgeted:

- \$108,000 Colac Colac bike path



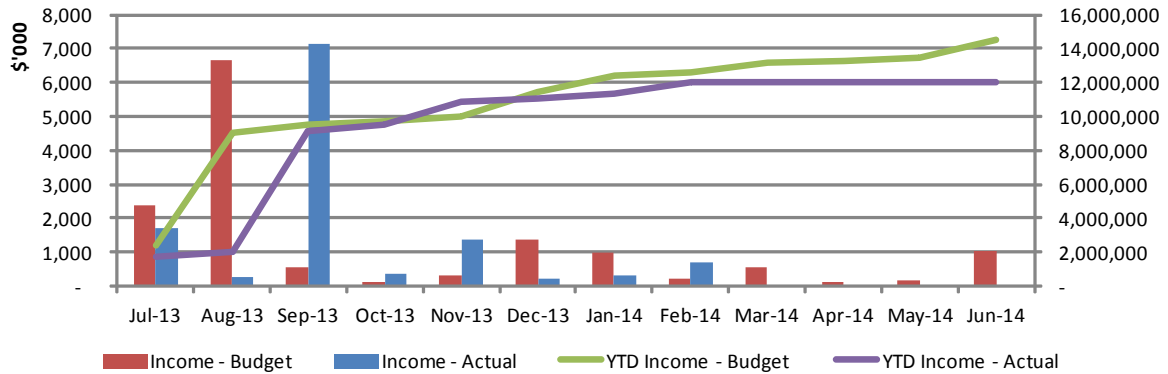
Grants received Year-to-Date (YTD) are shown in the following table:

	YTD (Act) \$'000
Recurring	
VGC General Purpose Funds	1,294
Library	93
Maternal and Child Health	83
Corryong Pre School	80
Tallangatta Pre School	47
Berringa Pre School	40
Pre-School Cluster	25
State Emergency Service Corryong	13
State Emergency Service Tallangatta	13
State Emergency Service Mitta	7
Health Administration	2
Competitive and Non-Competitive	
Country Roads and Bridges	1,000
LG Infrastructure Projects	660
Tallangatta Multi-sport Precinct	339
R2R Supplementary	213
Scenic Wayside Stop Project	117
Colac Colac Bike Path	108
Walwa Community Recovery Centre	84
Municipal Emergency Response Program (Vacant)	60
Tallangatta Community Hub	50
Children Services Review	45
L2P Program	45
Magorra Park (DSE)	40
Weed Project	28
Mitta Valley Dairy Pathways	25
Community Access	24
Tallangatta Neighbourhood House	21
Freeza Funding	12
Comm Health & Wellbeing (VPR)	7
Towong Racecourse (DSE)	4
Seniors Week	2
<b>Total</b>	<b>4,580</b>

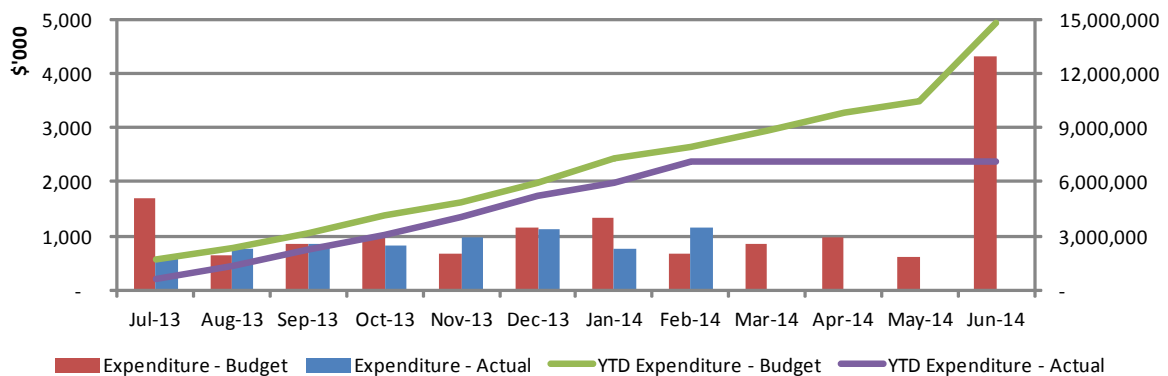
Table 3: Grant Income received (ytd)

**Operating result**

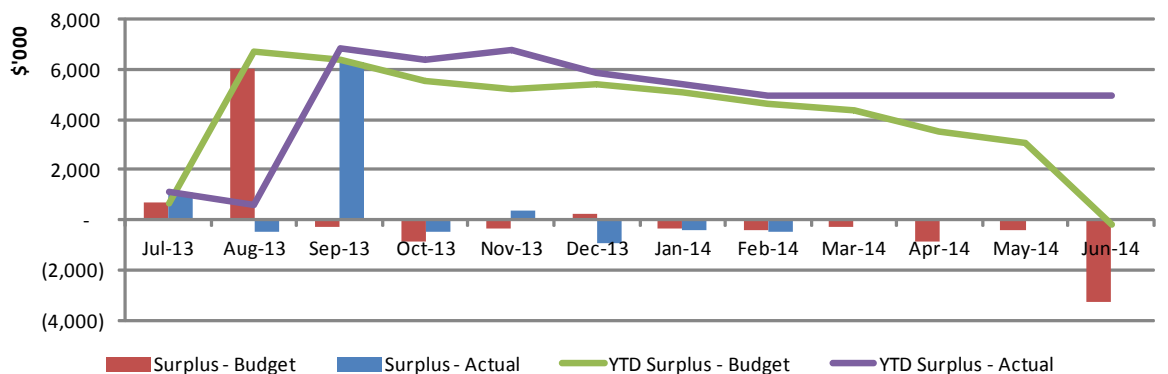
**Income**



**Expenditure**



**Operating Surplus**



Notes to major income and expenditure:

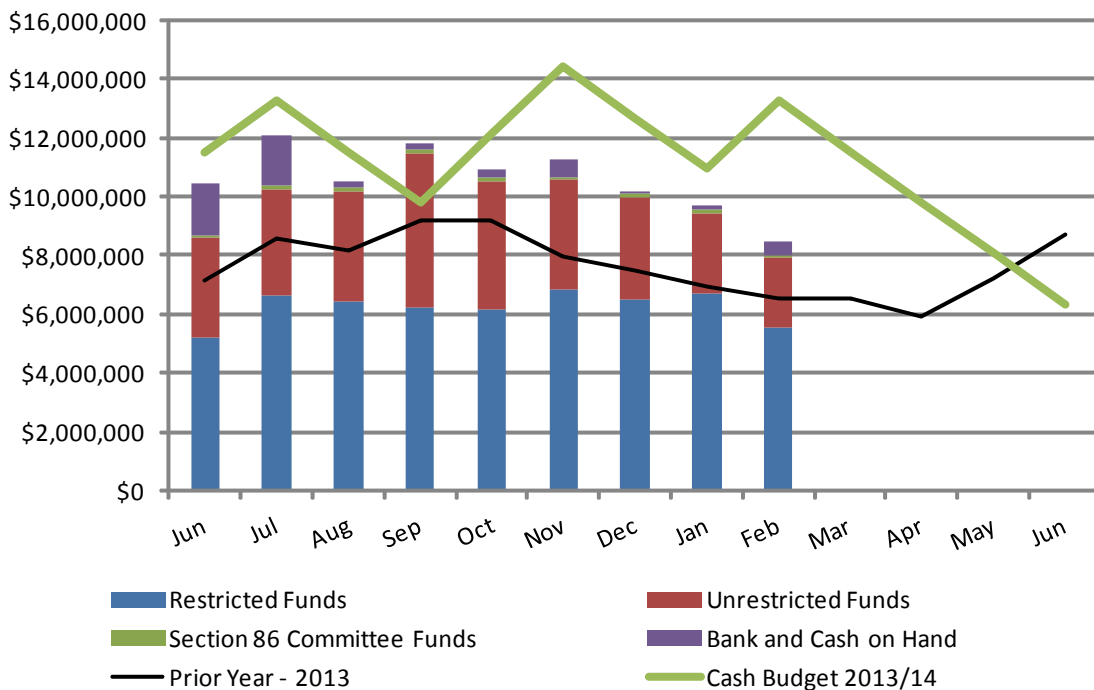
- Council rates were budgeted to be raised in August. This occurred in September.
- Depreciation is budgeted to be recorded in June.

## CASH POSITION

### *Cash on Hand*

The cash position moved during the month as detailed below:

	Current Month	Prior Month	Variance	
	Feb-14	Jan-14	\$	%
	\$	\$	\$	%
Unexpended Grants	4,598,909	5,748,628	(1,149,719)	-20.0%
Provisions and reserves	965,429	965,429	-	0.0%
Restricted Funds	5,564,338	6,714,057	(1,149,719)	-17.1%
Unrestricted Funds	2,352,822	2,725,767	(372,945)	-13.7%
Section 86 Committee Funds	115,468	115,468	-	0.0%
Total Investments	8,032,628	9,555,291	(1,522,664)	-15.9%
Bank and Cash on Hand	421,657	161,284	260,372	161.4%
<b>Total Cash</b>	<b>8,454,284</b>	<b>9,716,576</b>	<b>(1,262,291)</b>	<b>-13.0%</b>
Average Interest Rate	3.52%	3.69%		



## Investments

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

Date	Product	Institution	Principal	Yield	Term	Rating	Maturity
5/02/2014	Term Deposit	ING Bank	1,075,589	3.48%	90 Days	A1	6/05/2014
22/10/2013	Term Deposit	NAB	2,000,000	3.75%	183 Days	A1+	23/04/2014
16/12/2013	Term Deposit	AMP	1,000,000	3.90%	182 Days	A1	16/06/2014
10/10/2013	Term Deposit	Bank of Queensland	1,055,304	3.50%	92 Days	A2	11/03/2014
13/11/2013	Term Deposit	Wide Bay Australia Ltd	1,000,000	3.70%	120 Days	A2	13/03/2014
26/12/2013	Term Deposit	WAW	786,197	3.70%	90 Days		26/03/2014
N/A	Online Saver	ANZ	1,000,070	2.25%	On Call	AA-	N/A
N/A	S86 Committees	Various	135,588	4.68%	N/A		N/A
<b>Total Investments</b>			<b>8,052,748</b>				

Table 4: Investments at month end

## Restricted Funds

Unexpended Grants and Provisions and Reserves at the end of the month are detailed on the next page.

	\$
Unexpended Grants	
LG Infrastructure Projects	1,338,712
Country Roads and Bridges	1,219,317
Tallangatta Community Hub	1,173,264
Local Gov Business Collaboration (A Maclean)	125,809
Magorra Park (DSE)	78,452
Walwa Community Recovery Centre	74,834
Municipal Emergency Response Program (Vacant)	68,725
Flood Recovery Officer (T Hall)	67,083
Mitta Valley Dairy Pathways	53,411
Flood Recovery (Community projects)	50,634
Cudgewa Multi Purpose Facility (DSE)	45,650
Tallangatta Neighbourhood House	45,025
Children Services Review	45,000
Staceys Bridge Reserve (DSE)	44,000
Community Access	39,190
Towong Racecourse (DSE)	32,148
Improving Liveability of Older People	26,451
L2P Program	22,500
Tallangatta Swimming Pool Upgrade	14,003
Bushfire Management Overlay	13,090
Freeza Funding	10,076
Weed Project	8,784
Fire Access Track Maintenance	1,764
SP Ausnet Community Development	395
Biggara Recreation Reserve (DSE)	329
NE Dairy Regional Growth Plan	264
Provisions and Reserves	
Long Service Leave	765,429
Landfill Rehabilitation	200,000
<b>Total</b>	<b>5,564,338</b>

Table 5: Unexpended Grants

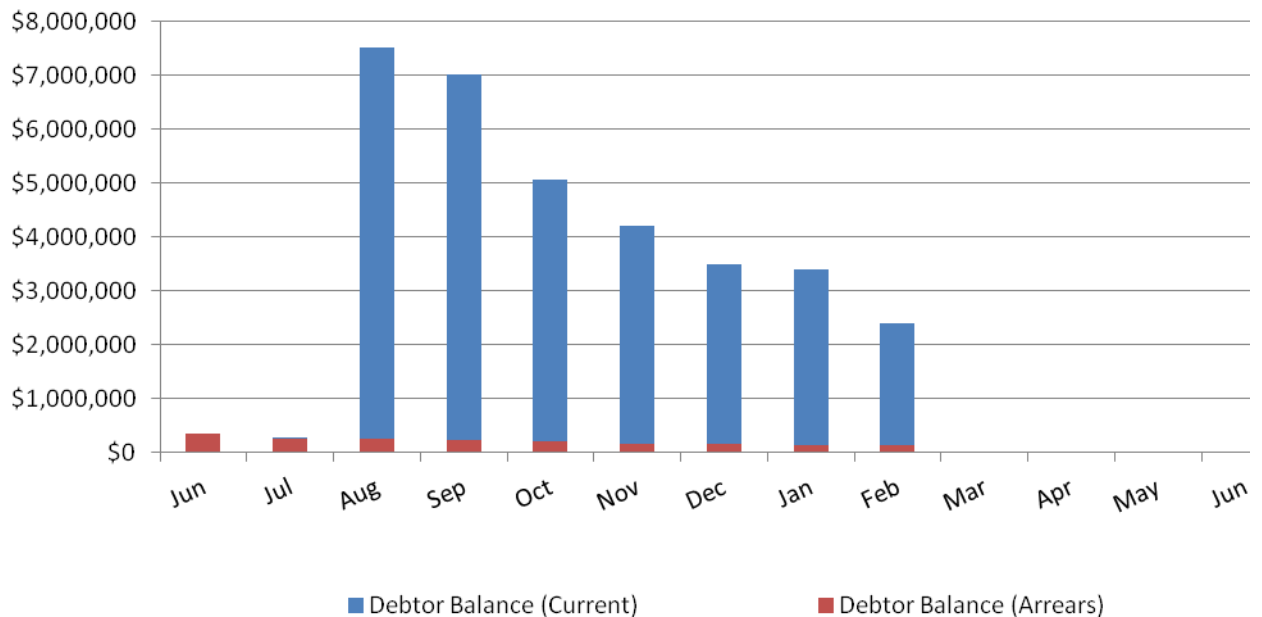
**RECEIVABLES**

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

The outstanding amount of rates, municipal charge, waste management charge and waste collection charge at month end were \$2,962,181.

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

Rates, charges and FSPL Debtors	Amount	Received Feb-14	% Collected Feb-14	Received YTD	Collected YTD	Balance Outstanding
	\$	\$	%	\$	\$	\$
Levied 2013/14	7,303,608	996,466	13.6%	4,463,631	61.1%	2,839,977
Arrears prior to 2013/14	339,358	11,183	3.3%	217,154	64.0%	122,204
<b>Total Charges</b>		<b>1,007,649</b>		<b>4,680,784</b>		<b>2,962,181</b>

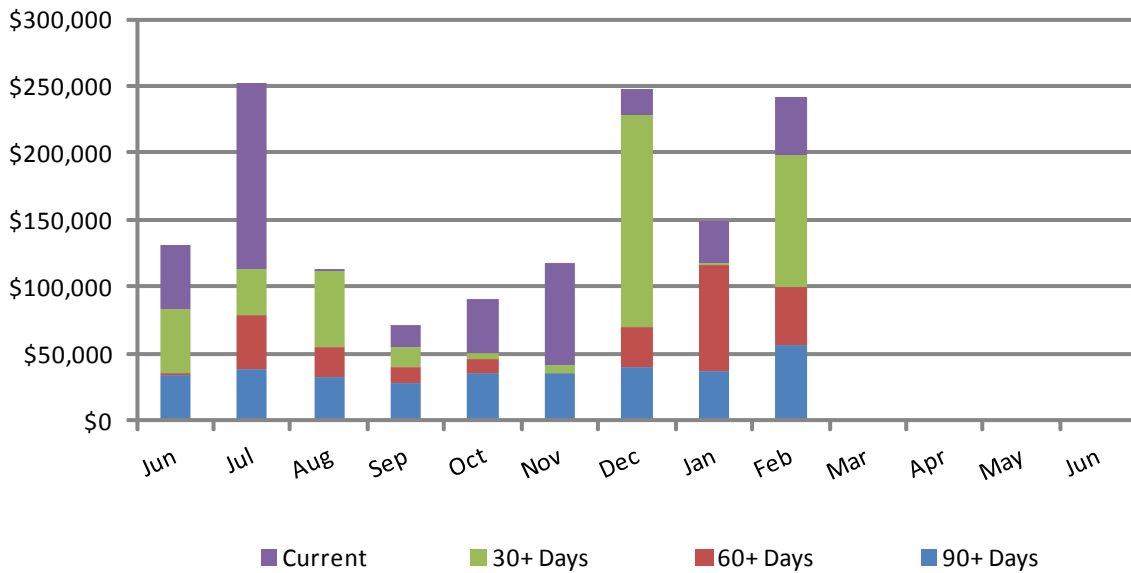


*Sundry Debtors*

The Sundry Debtors outstanding at month end total \$241,211.

The variance in Sundry Debtors from the current month to prior months is shown below:

Sundry Debtors	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
<b>February 2014</b>	43,051	98,486	42,746	56,928	241,211
<b>January 2014</b>	31,892	696	80,004	36,985	149,577
<b>Variance</b>	11,159	97,790	(37,258)	19,943	91,634



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>
Geoffrey Gardiner Dairy Foundation Ltd (20194)	\$27,500.00	Our Valley, Our Future – Milestone 4	LE	Payment has been requested.
Cudgewa Football/Netball Club (15598)	\$5,000.00	Community Contribution	JH	An additional funding contribution has been raised by the community – still to be paid to Council.
VicRoads (10266)	\$4,807.00	School Supervisor	JH	For December 2013, invoice entered ahead of schedule.
Regional Development Victoria (17261)	\$4,070.00	Towong Racecourse	PS	10% balance due when acquittal report lodged. The project is not complete and acquittal will be prepared once the project is finalised.
Debtor 18925	\$4,000.00	Community Group Loan	JS	The long term binding payment agreement has not yet been signed. Paying \$500 per annum. \$500 received May 2013.
Debtor 17007	\$2,950.00	Infringement Notice	JS	Debt undergoing review.
DSE (19583)	Nil	NE Bushfire Camera Network	JS	Payment received.
Debtor 18781	Nil	Equipment Loan	JS	Agreed (annual) payment plan. Payment plan complete.
Tallangatta Health Service (15767)	Nil	Tip tokens	JP	Payment received.

Table 6: Significant debtors > 90 days



## LOCAL ROADS

### *Local Roads Capital Works*

	Note	YTD Actual \$	YTD Budget \$	Variance	Annual Budget \$
402 Survey and Design		39,285	90,000	(50,715)	105,000
410 Road Construction	1	267,408	570,000	(302,592)	570,000
413 Storm Damage	2	43,785	418,951	(375,166)	418,951
416 Sealing	3	736,964	188,500	548,464	188,500
417 Resealing	3	-	750,000	(750,000)	750,000
420 Drainage Construction	4	-	91,500	(91,500)	91,500
421 Digouts	5	499,731	785,972	(286,241)	1,075,972
422 Resheeting	6	47,202	150,000	(102,798)	230,000
432 Footpaths		14,409	20,000	(5,591)	30,000
433 Kerb and Channel		26,129	100,000	(73,871)	100,000
450 Bridge Construction	7	1,236,649	1,516,077	(279,428)	2,239,077
<b>Total</b>		<b>2,911,562</b>	<b>4,681,000</b>	<b>(1,769,438)</b>	<b>5,799,000</b>

Table 7: Local Roads – Capital Works (ytd)

Note 1: Timing of budget does not align with works, Georges Creek Road due for completion in February, remainder of works programmed in March – April 2014.

Note 2: Works relating to the March 2012 flood event. Expenditure has not been incurred in line with budget predictions and will occur later in the year.

Note 3: Georges Creek Road commenced in November, these works were budgeted to be completed earlier in the financial year. Invoice not yet received. Sealing/Resealing budget has been spent as a combined budget on an as needs basis.

Note 4: Construction to begin after original budget timing.

Note 5: Invoicing of completed works does not align with original budget.

Note 6: Invoicing of completed works does not align with original budget.

Note 7: Bridge construction of Mansells Road and Georges Creek Road commencing later than originally budgeted.

*Local Roads Maintenance*

	Note	YTD Actual \$	YTD Budget \$	Variance	Annual Budget \$
301 Inspections		766	-	766	-
302 Survey and Design		21,658	3,336	18,322	5,000
304 Pavement Maintenance	8	59,873	120,000	(60,127)	180,000
306 Grading		306,661	320,000	(13,339)	480,000
308 Shoulder Maintenance		43,461	66,664	(23,203)	100,000
310 Drainage Maintenance		83,032	130,000	(46,968)	195,000
312 Call Outs		11,479	8,000	3,479	12,000
313 Storm Damage		18,625	-	18,625	-
324 General Roadside Maintenance		41,273	43,336	(2,063)	65,000
326 Mowing		663	-	663	-
328 Tree Maintenance		45,883	59,832	(13,949)	89,749
330 F/Path Maintenance		660	5,336	(4,676)	8,000
331 K and C Maintenance		1,735	3,336	(1,601)	5,000
334 Roadside Treatments		-	10,000	(10,000)	15,000
336 Signs Maintenance		7,137	8,000	(863)	12,000
338 Linemarking		256	6,664	(6,408)	10,000
340 Guideposts		3,776	4,664	(888)	7,000
342 Guardrail		-	3,336	(3,336)	5,000
346 Bridge Maintenance		15,484	10,168	5,316	15,256
<b>Total</b>		<b>662,422</b>	<b>802,672</b>	<b>(140,250)</b>	<b>1,204,005</b>

Table 8: Local Roads - Maintenance (ytd)

Note 8: The budget is spread evenly throughout the year.

**CR JOYCE  
CR SCALES**

**THAT THE FINANCE REPORT BE NOTED.**

**CARRIED**

## 9.2 Street Lighting – LED Upgrade Project (01/04/0097-DCCS)

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

This report was prepared by Mr Chris Nuck, Business Improvement Manager.

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 early 2013 Council applied for funding of a street lighting upgrade project in partnership with Indigo Shire Council. The application for funding was unsuccessful and plans for upgrading the street lights were put on hold.

Since the original report to Council in March 2013, increases in the electricity charges for street lighting of 36% and 30% for Peak and Off-Peak use respectively, as well as the anticipated impending approval for LED street lights, have changed the financials of this project proposal somewhat.

SP Ausnet, our Designated Network Service Provider (DNSP), is required to approve the type of lights able to be used in street lighting. Currently there is a range of different lights that may be used, including Mercury Vapour, Compact Fluorescents and High-pressure Sodium. LED lighting is currently at an advanced stage with approval expected in March 2014.

Street Lighting in the Shire represents approximately 40% of total Council electricity use each year.

Costs for street lighting are made up of two components:

- Electricity use and metering services charge payable to Council's main electricity provider AGL
- Operation, Maintenance and Repair (OMR) which is payable to the Designated Network Service Provider (DNSP), SP Ausnet.

*Note: The costs for lights on VicRoads managed roads are shared between Council and VicRoads with Council paying 40% and VicRoads covering the remaining 60%.*

## Operating Cost per Light

The cost of each single light is the sum of the following variables:

- Peak Electricity Charge (29% of Use) \$0.2811 / kWh
- Off-peak Electricity Charge (71% of Use) \$0.17044 / kWh
- Metering Services Charge
- OMR (Operation, Maintenance and Repair) Charge / Light.

Table 1 below shows the total yearly cost for each single light type.

An important trend from the analysis of lighting costs is that the OMR of the light is a significant variable in overall costs. While this value tends to increase with the light output (the higher output lights are more expensive to replace), it also shows that the OMR is a high proportion of the overall lighting cost and therefore an integral component of the cost analysis and end decision.

**Table 1: Street Light Costs per Unit per Annum**

Light Type	Power Consumption (W)	Annual OMR	Annual Electricity Cost	Fixed Charges	Total Annual Cost
<b>Sylvannia StreetLED 18W</b>	<b>22</b>	<b>\$18.96</b>	<b>\$19.34</b>	<b>\$1.47</b>	<b>\$39.77</b>
Sylvannia StreetLED 25W	28.5	\$18.96	\$25.05	\$1.47	\$45.48
Twin 14W T5	30.5	\$40.68	\$26.81	\$1.47	\$68.96
Comp Fluor 32W NE	36.6	\$34.56	\$32.17	\$1.47	\$68.20
Twin 24W T5	47	\$40.68	\$41.32	\$1.47	\$83.47
Type 7 OMR Comp Fluor	50	\$34.56	\$43.95	\$1.47	\$79.98
50W CC Mercury Vapour	65	\$69.72	\$57.14	\$1.47	\$128.33
<b>80W CC Mercury Vapour</b>	<b>95.8</b>	<b>\$47.16</b>	<b>\$84.21</b>	<b>\$1.47</b>	<b>\$132.84</b>
100W HP Sodium	120	\$109.68	\$105.49	\$1.47	\$216.64
125W Mercury NE	142	\$69.72	\$124.83	\$1.47	\$196.02
150W HP Sodium	173	\$102.60	\$152.08	\$1.47	\$256.15
250W HP Sodium	273	\$101.76	\$239.98	\$1.47	\$343.21
400W HP Sodium NE	436.5	\$144.48	\$383.71	\$1.47	\$529.66
250W Mercury Vapour	273	\$105.84	\$239.98	\$1.47	\$347.29

## Identified Upgrade Lights

Analysis of light mapping across Towong Shire identified the following lights that can be upgraded:

- Most of the existing Mercury Vapour 80W lights
- Existing HP Sodium 250W lights
- Existing Mercury Vapour 250W lights.

In total, 296 street lights have been identified as appropriate for an upgrade.

### **Cost Benefit Analysis**

A cost benefit analysis was undertaken to compare the upgrade benefits of the various lighting options.

**Table 2** below shows the comparisons of each alternative considered in the cost benefit analysis. This analysis assumed a discount rate of 7%, lifecycle of 20 years and a modelled level of price inflation at 5% per annum over the period.

For each of the financial measures the StreetLED 18W light was the preferable alternative with the highest NPV over the lifecycle of \$349,781.

For measures of energy efficiency the StreetLED 18W light also ranks best with a reduction in electricity consumption of 77%.

*Note: the column labelled Existing Lights in Table 2 represents the do nothing scenario.*

**Table 2: Public Lighting - Summary of Upgrade Options**

Discount Rate	7.00%
Price Inflation	5.00%

Description	Existing - MV80W	T5 2x14W	CF32	Sylvania StreetLED 18W
Number of Street Lights	296	296	296	296
Single Light Wattage Rating	95.8	30.5	36.6	22
CAPEX (per light)	\$0	\$513	\$464	\$654
CAPEX (total)	\$0	\$151,906	\$137,236	\$193,565
OPEX post Upgrade (per year)	\$43,924	\$21,823	\$21,851	\$12,162
Savings in First Year (excl initial capital costs)	\$0	\$22,101	\$22,073	\$31,762
NPV of Benefits over a 20 Year Lifecycle	\$0	\$234,928	\$249,101	\$349,781
Payback Period	0 years	6.5 years	5.9 years	5.9 years
Internal Rate of Return (20 Yr Lifecycle)	0	16.62%	19.69%	19.60%
Electricity Use per Year	125,285 kWhs	39,184 kWhs	47,021 kWhs	28,264 kWhs
GHG Emission Savings / Year (tGHGe)	0 tonnes	116 tonnes	106 tonnes	131 tonnes

## Capital Costs

The capital costs for upgrading to the StreetLED 18W light have been obtained from SP Ausnet subcontractor Electrix, who provided an indicative price for the lights, PE Cells, Luminaire and labour based on their experience with other rural projects. The original value for the subcontractor labour was \$130 per light; however this has been inflated in the analysis to \$143 per light to allow for some variation resulting from the increased travel times experienced in rural areas.

The equipment costs provided by Electrix are consistent with the equipment costs offered as part of the MAV procurement of bulk lighting equipment. Importantly there are increased benefits from sourcing the equipment through the MAV where the volumes of lights procured crosses the 1,000, 5,000 and 10,000 marks. In this case it is advisable for Council to approach other Councils conducting bulk upgrade projects to jointly procure both the equipment and subcontractors labour.

The costs below for the database upgrade, audit, avoided costs and regulated costs are fixed by SP Ausnet.

**Table 3: Capital Costs for Upgrade to CF32W Light**

Description	Sylvania StreetLED	Total LED	Source and Notes
Light, Luminaire and PE Cell	\$373.00	\$110,408.00	MAV Panel
Subcontractors Labour	\$143.00	\$42,328.00	Electrix - Approved SP Ausnet Subcontractor **Indicative Quote Only**
Project Management	\$64.00	\$18,944.00	Comparison with like projects and verified with Ironbark Sustainability
SP Ausnet Database Update	\$6.00	\$1,776.00	SP Ausnet to upgrade existing database
SP Ausnet Upgrade Audit	\$10.14	\$3,000.00	SP Ausnet to confirm installation completed to standard
Avoided Costs - MV 80 Operation and Maintenance	-\$25.76	-\$7,624.96	SP Ausnet - avoided costs / depreciation on the existing asset
Regulated Costs - WDV	\$24.66	\$7,299.36	SP Ausnet - regulated cost for remaining life of existing assets
Contingency (10%)	\$58.90	\$17,434.40	Internal project contingency
<b>Total</b>	<b>\$653.94</b>	<b>\$193,564.80</b>	

**Impact on Council Policy:**

N/A

**State Government Policy Impacts:**

N/A

**Budget Impact:**

The budget impact for this project is estimated to be \$193,565 on capital expenditure in year one, with ongoing electricity savings of over \$31,000 per annum.

**Risk Assessment:**

A risk assessment has been completed for the project. On the whole most of the risks are mitigated by the highly regulatory nature of street lighting and the relationship between Councils and the Designated Network Service Provider, SP Ausnet.

This includes restrictions on the contractors that are authorised to carry out the installation works and a requirement that SP Ausnet audit the works post upgrade. The SP Ausnet approved contractors therefore have a strong business incentive to conduct the works to the highest quality in order to maintain their contract with the DNSP.

With regards to the savings calculations, these risks are also minimised by the fact that metering methods and OMR are all regulated and therefore simple to calculate and forecast.



The risks that have been rated as High are provided below along with the mitigation strategy:

Possible risk	Level of risk
The tender prices for light installation works come in well above what has been budgeted.	High

Strategy to minimise risk	Cost	Who is responsible?	When will the action take place?
We have spoken directly to potential subcontractors about the project and also asked for an indicative price for the work. From this we have allowed for some variation in the budgeting to cover variables such as travel which could be a significant cost given the location of Council.	NA	Council	During procurement
An additional strategy for reducing the overall costs will be to engage other Councils who are undertaking similar projects to assess the possibility for collaborative procurement as there are economies of scale benefits with equipment purchases.	NA	Council	Upon confirmation of Council funding

Possible risk	Level of risk
The StreetLED Lights have not yet been approved as standard lighting by SP Ausnet.	Medium

Strategy to minimise risk	Cost	Who is responsible?	When will the action take place?
Both SP Ausnet and Sylvania have provided an anticipated timeframe for the final approval to be by the end of March 2014. As of the writing of this report we have not received any confirmation of a decision but we understand that the approval process is nearing its end and the lights will soon be available on the SP Ausnet network. Powercor have already approved.	NA	Council	Prior to procurement

**Community Consultation/Responses:**

N/A

**Discussion/Officers View:**

It is the Officer's view that an upgrade of street lighting represents a significant energy efficiency and long term cost saving opportunity for Council.

**CR JOYCE  
CR WORTMANN**

**THAT COUNCIL ALLOCATE UP TO \$195,000 IN THE 2014-15 CAPITAL BUDGET FOR STREET LIGHTING UPGRADES TO SP AUSNET APPROVED LED LIGHTING.**

**CARRIED**

### 9.3 Action Sheet Reports (06/05/0010-EA)

Items requiring action from the 4 March 2014 Council Meeting are attached at Appendix 2.

**CR GADD  
CR JOYCE**

**THAT THE REPORT BE NOTED.**

**CARRIED**

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

The monthly updates on the 2013-2017 Council Plan priorities are attached at Appendix 3 for information.

**CR JOYCE  
CR SCALES**

**THAT THE REPORT BE NOTED.**

**CARRIED**

### 9.5 Performance Reporting Graphs (DCCS)

The Performance Reporting Graphs are attached at Appendix 4 for information.

**CR SCALES  
CR GADD**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## 10 Community wellbeing

### 10.1 Hume Region Preventing Violence against Women and Children, Regional Strategy 2013 – 2017 (04/11/0046-DCCS)

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

This report was prepared by Mrs 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.

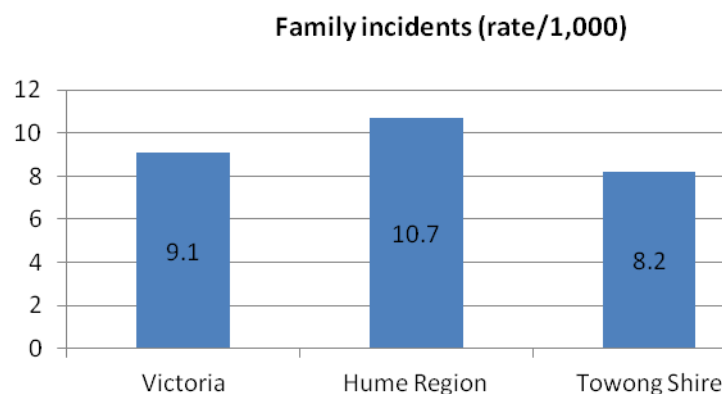
#### **Background/History:**

Australian evidence shows that the overwhelming majority of abuse and violence is perpetrated by men against women. The largest single risk factor for becoming a victim of sexual assault and/or domestic violence is, simply, being a female.

Over one in three Australian women have experienced physical violence since the age of fifteen (Vic Health, 2008).

Nearly one in five Australian women has experienced sexual violence since the age of fifteen (Vic Health, 2008).

The latest data from the Department of Health, indicates that Towong Shire is below the State average and Hume Region average with 8.2 family incidents per 1000 residents.



Data obtained from Department of Health, Hume Region, Towong Population Health profile 2013.

The Victorian Government funds grants under the Community Crime Prevention Program (CCPP), to develop prevention strategies to reduce violence against women and their children.

Women's Health Goulburn North East (WHGNE) is a government funded, specialist women's health service for the Goulburn Valley and North East Victoria. WHGNE has adopted 'Preventing Violence against Women and Children' as a health promotion priority for 2012 – 2017 and obtained CCPP grant funding to develop and implement a regional strategy to reduce the incidence of domestic violence.

Working with a steering committee of stakeholders from across the region, the *Hume Region Preventing Violence against Women and Children, Regional Strategy 2013 – 2017* was developed and has been endorsed by seven of the twelve Hume region Councils.

Three working groups have been formed to assist in the implementation of the strategy: gender equity, local government and community action. The gender equity group will develop a Preventing Violence Against Women and Children charter and resources to support the propagation of the charter. The local government group is a collective of council representatives, to support implementing the charter in council and within council policies and plans, and promote adoption of the charter to organisations within the local government areas. The community action group will concentrate on creating supportive environments in sporting clubs, youth services and other community groups.

Women's Health Goulburn North East has invited Council to endorse the *Hume Region Preventing Violence against Women and Children, Regional Strategy 2013 – 2017*, to participate on the Steering Committee or Local Government Working Group, and to support strategy actions. A copy of the Strategy is attached at Appendix 5.

**Impact on Council Policy:**

Endorsing the Regional Strategy and participating in strategy actions (where appropriate) supports the objectives of Council's Healthy Communities' Plan 2009 – 2013 and assists Council to build a stronger, healthier community into the future.

**State Government Policy Impacts:**

The Victorian Government, through the Community Crime Prevention program, is committed to initiatives that seek to prevent crime and offending before it occurs, and has funded the development of this Strategy. A range of government departments, agencies, local government authorities and funded community groups

have been active participants in the development and will continue to be active participants in the implementation of the Strategy.

**Budget Impact:**

There is no impact on the Council budget.

**Risk Assessment:**

Endorsing this strategy and participating in strategy initiatives is an opportunity to strengthen the Towong Shire community.

**Community Consultation/Responses:**

Women's Health Goulburn North East has undertaken targeted consultation and has worked with the Steering Committee to develop the strategy. No further consultation on the Regional Strategy is envisaged.

**Discussion/Officers View:**

It is the Officer's view that participating in collaborative preventative initiatives with other community partners supports Council in its objective to "assist Towong Shire residents in the attainment of a high level of health and safety, resilience and connectedness to their communities" (Council Plan - Strategic Objective 2).

**CR GADD  
CR WORTMANN**

**THAT COUNCIL:**

- 1. ENDORSE THE *HUME REGION PREVENTING VIOLENCE AGAINST WOMEN AND CHILDREN, REGIONAL STRATEGY 2013 – 2017*;**
- 2. THANK WOMEN'S HEALTH GOULBURN NORTH EAST FOR THE OPPORTUNITY TO BE INVOLVED AND COMMIT TO PARTICIPATING IN THE LOCAL GOVERNMENT WORKING GROUP WHEN POSSIBLE; AND**
- 3. AWAIT FURTHER STRATEGY IMPLEMENTATION INITIATIVES AS PROPOSED BY WOMEN'S HEALTH GOULBURN NORTH EAST.**

**CARRIED**

## **11 Asset management**

### **11.1 Works Schedule (DTS)**

The works scheduled for the period 15 February to 14 March 2014 is attached at Appendix 6 for information.

**CR JOYCE  
CR SCALES**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## **12 Land-use planning**

No reports.

## **13 Environmental sustainability**

No reports.

## **14 Economic and tourism development**

The Economic Development report is presented every second month. The next report is due in May 2014.

## **15 Councillor reports**

### **15.1 Murray Arts (Cr Gadd)**

Verbal report

### **15.2 Tallangatta Integrated Community Centre (Cr Wortmann)**

Verbal report.

### **15.3 ACSUM Working Party (Cr Joyce)**

Verbal report.

### **15.4 RoadSafe North East (Cr Scales)**

Verbal report.

### **15.5 MFSRBF Board Meeting (Cr Wortmann)**

Verbal report.

### **15.6 Rural Councils Victoria Summit (Cr Fraser)**

Verbal report.

### **15.7 Tallangatta Holiday Park Meeting (Cr Fraser)**

Verbal report.

### **15.8 Tallangatta for the Future (Cr Fraser)**

Verbal report.



## 15.9 Tour de Cure Corryong (Cr Fraser)

Verbal report.

## 16 Urgent business

CR JOYCE

CR GADD

**THAT ONE ITEM OF URGENT BUSINESS BE ADMITTED RELATING TO THE TOWONG HEALTHY COMMUNITIES PLAN 2013-2017.**

**CARRIED**

### 16.1 Towong Health Communities Plan 2013-2017 (07/01/0001-DCCS)

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

This report was prepared by Ms Tricia Hazeleger, Manager Community Health and Wellbeing.

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:**

Under the *Public Health and Wellbeing Act 2008* (the Act), all councils in Victoria are required to prepare a Municipal Public Health Plan which is consistent with their Council Plan and their Municipal Strategic Statement.

The Act recognises the important role council health planning has in supporting the strategic direction of the municipality. The Municipal Public Health Plan must outline what councils will do to create a local community in which people can achieve maximum health and wellbeing.

The draft Towong Healthy Communities Plan (THCP) 2013 – 2017 has been developed to provide a Municipal Public Health Plan for the Towong Shire, that:

- identifies goals and strategies for creating a local community in which people can achieve maximum health and wellbeing;
- specifies how Council will work in partnership with the Department of Health and other agencies undertaking public health initiatives, projects and programs to accomplish the above goals and strategies.

The opportunities presented in the THCP 2013 – 2017 are based on population health data and research, demographics, community values and needs, government policy and directions.

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

Council has partnered with Walwa Bush Nursing Centre, Upper Murray Health and Community Services and Tallangatta Health Service to form the Towong Alliance. This collaborative approach has contributed to an informed plan to facilitate decision-making and support initiatives that will help our residents be safe, well and capable of living a full life.

The THCP 2013 – 2017 promotes a unified, central approach to help the Towong Alliance and the individual partner organisations to prioritise community health and wellbeing initiatives, work together effectively on joint initiatives and achieve greater outcomes.

The THCP 2013 – 2017 is aligned with the Council Plan and partner health service strategic priorities and service plans.

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

The THCP 2013 – 2017 is aligned with relevant State and Federal government policies and strategic directions, including Because Mental Health Matters, National and Hume Region Chronic Disease Strategy and the Hume Aged Care Strategy.

### **Budget Impact:**

The THCP 2013 – 2017 is aligned with the Council Plan and resourcing has already been allocated in Council's Strategic Resource Plan.

**Risk Assessment:**

A risk assessment has been undertaken. Key risks and mitigation strategies identified include:

Possible risk	Level of risk	Strategy to minimise risk	Who and when
Community does not support the plan	Low.  Community consultation and priorities have been incorporated into the plan.	Council has agreed to release the plan for public exhibition prior to adopting the final plan.	Council  June 2014
Lead agencies do not deliver on plan strategies	Low.  The plan aligns with individual health service Service Plans and the Council Plan.	Manager Community Health and Wellbeing resource engaged to drive implementation of strategies by lead agencies.	Towong Alliance  Ongoing

Risk matrix	Insignificant	Minor	Moderate	Major	Catastrophic
Rare (>10 yrs)	Low	Low	Low	Medium	High
Unlikely (5-10 yrs)	Low	Low	Medium	High	High
Occasionally (3-5 yrs)	Low	Medium	Medium	High	Extreme
Likely (1-3 yrs)	Medium	Medium	High	Extreme	Extreme
Almost certain (Every year)	Medium	High	High	Extreme	Extreme

**Community Consultation/Responses:**

Community consultations have been undertaken in the development of a variety of related strategies and planning which have informed the development of the Towong Alliance partners' health service plans and the THCP 2013 – 2017.

The governing Chief Executive Officers and boards of the Walwa Bush Nursing Centre, Upper Murray Health and Community Services and Tallangatta Health Service, have all contributed to the development of the THCP 2013 -2017 and endorsed the draft plan for public exhibition.

The public exhibition period planned for 4 April – 2 May 2014 will provide community members with a further opportunity to make comments and offer suggestions to improve the plan.

**CR WORTMANN  
CR GADD**

**THAT THE TOWONG HEALTHY COMMUNITIES PLAN 2013 – 2017 BE  
APPROVED FOR PUBLIC EXHIBITION.**

**CARRIED**

## **17 Committee minutes**

### **17.1 Tallangatta Community Centre Advisory Committee (EA)**

The confirmed Minutes of the Tallangatta Community Centre Advisory Committee meeting held on 9 October 2013 are attached at Appendix 7.

**CR SCALES  
CR WORTMANN**

**THAT THE TALLANGATTA COMMUNITY CENTRE ADVISORY COMMITTEE  
MINUTES BE NOTED.**

**CARRIED**

### **17.2 Upper Murray Business Inc [UMBI] (Cr Joyce)**

The unconfirmed minutes from the UMBI General Meeting held on 11 February 2014 are attached at Appendix 8.

**CR GADD  
CR JOYCE**

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

### 17.3 NevRwaste (Cr Joyce)

The Executive Summary from the NevRwaste Board Meeting held on 13 February 2014 is attached at Appendix 9.

**CR JOYCE  
CR GADD**

**THAT THE EXECUTIVE SUMMARY OF THE NEVRWASTE BOARD MEETING BE NOTED.**

**CARRIED**

### 17.4 MAV Regional Forum (Cr Joyce)

The unconfirmed notes from the MAV Regional Forum held on 6 March 2014 are attached at Appendix 10.

**CR WORTMANN  
CR SCALES**

**THAT THE UNCONFIRMED MAV REGIONAL FORUM NOTES BE NOTED.**

**CARRIED**

## 18 Occupational health and safety

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

The unconfirmed minutes of the meeting held on 6 March 2014 are attached at Appendix 11 for information.

**CR GADD  
CR WORTMANN**

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

**CARRIED**

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

The Risk Management Policy was circulated for review in January 2014 and is presented at Appendix 12 for adoption.

The OH and S Committee Constitution policy was tabled for review at the 4 February 2014 Council meeting and is presented at Appendix 13 for adoption. Please note that recommended changes to both policies are shown in colour.

**CR GADD**

**CR JOYCE**

**THAT THE FOLLOWING POLICIES AS AMENDED BE ADOPTED:**

- **RISK MANAGEMENT; AND**
- **OCCUPATIONAL HEALTH AND SAFETY COMMITTEE CONSTITUTION**

**CARRIED**

The following policies are attached at Appendix 14 for review. Councillors are requested to provide feedback on the policy to the Responsible Officer by 6 May 2014.

Disability Access (DCCS)

Disabled Access funding (DTS)

Discrimination, Workplace and Sexual Harassment (DCCS)

Investment (DCCS)

OHS (DCCS)

Renewable Energy and Development (MED)

Stock Grid (DTS)

Temporary Road Closures (DTS)

Town Entrance Signage (DTS)

## **20 Sealing of documents**

Nil.

## **21 Confidential**

In accordance with Section 77(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

**Cr Joyce left the Council Chamber at 11.05 am**

**CR WORTMANN  
CR SCALES**

**THAT THE MEETING BE CLOSED TO THE PUBLIC TO CONSIDER INFORMATION CONSIDERED UNDER SECTION 89(2)(h) OF THE LOCAL GOVERNMENT ACT TO BE CONFIDENTIAL THE TIME BEING 11.05 AM.**

**CARRIED**

**CR SCALES  
CR WORTMANN**

**THAT THE MEETING BE REOPENED TO THE PUBLIC, THE TIME BEING 11.25 AM.**

**CARRIED**

Cr Joyce returned to the Council Chamber at 11.25 am.

### **21.1 Towong Grandstand Restoration Project (02/08/0096-DCCS)**

**CR GADD  
CR SCALES**

**THAT COUNCIL:**

- 1. REQUEST THE TOWONG TURF CLUB MEET ANY ADDITIONAL COSTS ABOVE THE VALUE OF THE PROJECT;**
- 2. SUBJECT TO AGREEMENT FROM THE TOWONG TURF CLUB AND ADEQUATE FUNDING BEING SECURED WITHIN THE NEXT FOUR MONTHS:**
  - 2.1 ACCEPT THE QUOTATION RECEIVED FROM CENTRO HOME AND OFFICE MAINTENANCE FOR THE TOWONG GRANDSTAND RESTORATION PROJECT; AND**
  - 2.2 AUTHORISE THE CHIEF EXECUTIVE OFFICER TO SIGN AND SEAL THE CONTRACT FOR THE TOWONG GRANDSTAND RESTORATION PROJECT WITH CENTRO HOME AND OFFICE MAINTENANCE.**

**CARRIED**



There being no further business the meeting closed at 11.27 am.

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**Cr Mary Fraser OAM 6 May 2014**