

# Minutes

## Ordinary Meeting of Council

Tallangatta Council Office

Tuesday 4 April 2017

---

This information is available in alternative formats on request

**MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT TOWONG SHIRE COUNCIL, TALLANGATTA OFFICE ON TUESDAY 4 APRIL 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 .....	6
6	Petitions, joint letters and declarations.....	6
6.1	Unauthorised fencing and tree planting on Lucyvale Road and Perkins Road (01/01/0191 - DTS).....	6
7	Assembly of Councillors .....	6
8	Open Forum.....	7
9	Organisational improvement.....	8
9.1	Finance Report as at 28 February 2017 (DCCS).....	8
9.2	Mayoral and Councillor Allowances Review (07/05/0007-DCCS).....	22
9.3	Occupational Health and Safety Report (06/04/0212-DCCS) .....	25
9.4	Action Sheet Reports (06/05/0010-CEO).....	29
9.5	Performance Reporting Graphs (DCCS) .....	30
10	Community wellbeing .....	31
10.1	Community Services Report (04/07/0055- DCCS).....	31
10.2	Bushfire Place of Last Resort (Neighbourhood Safer Place) – Cudgewa (07/01/0123-DTS).....	36
11	Asset management.....	41
11.1	Asset Management report (01/07/0004-DTS) .....	41
12	Land-use planning.....	45
12.1	Planning Permit Application 2016/073 – Construction of a Carport/Shed (320315-CEO).....	45
13	Environmental sustainability .....	52
13.1	Environmental sustainability report (DTS).....	52
14	Economic and tourism development.....	55
14.1	Economic Development Report (CEO) .....	55
15	Councillor Reports .....	58
15.1	Opening of the NECMA Office Tallangatta (Cr Wortmann).....	58
15.2	Alpine Valleys Dairy Pathways Program (AVDPP) Delegation to Canberra (Cr Wortmann).....	59
15.3	Murray Arts (Cr Star) .....	61
15.4	Roadsafe North East (Cr Scales).....	61
15.5	Mitta Valley Incorporated (Cr Scales).....	61
15.6	North East Waste and Resource Recovery Group (Cr Tolsher).....	61
15.7	Alpine Valleys Dairy Pathways Project (Cr Wortmann).....	61
16	Urgent business.....	61
17	Committee minutes.....	62
		3

17.1	Local Government Waste Forum (Cr Tolsher).....	62
17.2	Hume Region Local Government Network (Cr Wortmann).....	62
17.3	Upper Murray Business Incorporated (Cr Star) .....	63
18	Occupational Health and Safety .....	64
18.1	OHS Committee (06/04/0212-DCCS).....	64
19	Council policies (10/01/0007-CEO) .....	64
20	Sealing of documents.....	66
20.1	Private Works Licence - Recreation Structures – Tallangatta Foreshore (02/11/0039-DTS).....	66
21	Confidential.....	68
21.1	Tender Assessment - Purchase of New Backhoe Tender No: 1711-0905....	69

The Mayor opened the meeting at 10.00 am.

## **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:** Crs Wortmann, Scales, Star, Tolsher and Whitehead

<b>In Attendance:</b>	<b>Title:</b>
Ms J Phelps	Chief Executive Officer
Ms J Shannon	Director Community and Corporate Services
Mr J Heritage	Director Technical Services
Mrs 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.

Nil.

## **5 Confirmation of minutes**

7 March 2017

**CR TOLSHER  
CR SCALES**

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

**CARRIED**

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

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

A joint letter was tabled at the 7 March 2017 Council Meeting. At that time it was agreed that the petition lay on the table for a period of one month. However Council considered the item during the meeting.

**CR WHITEHEAD  
CR TOLSHER**

**THAT THE AUTHORS OF THE JOINT LETTER BE ADVISED OF COUNCIL'S RESOLUTION FROM THE 7 MARCH 2017 COUNCIL MEETING IN RELATION TO THE MATTER.**

**CARRIED**

## **7 Assembly of Councillors**

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

**CR WHITEHEAD  
CR STAR**

**THAT THE INFORMATION BE NOTED.**

**CARRIED**

## 8 Open Forum

NAME	TOPIC
Mrs Beverley Stewart	Mrs Stewart sought information on several topics: <ul style="list-style-type: none"><li>• Tallangatta Heritage Group – local history section in the Tallangatta Library.</li><li>• Upper Murray and Mitta Herald publications dated 1921-1974.</li><li>• Library Donation Policy.</li><li>• Public Toilets at Tallangatta.</li></ul>

## 9 Organisational improvement

### 9.1 Finance Report as at 28 February 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	Feb-17 (Actual) \$'000	Feb-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	1,510	1,366	13,168	13,211	(43)	(0%)	16,975	78%
Expenditure	2	722	682	5,956	6,564	608	9%	14,002	43%
Surplus/ (Deficit)		788	684	7,212	6,647	565	9%	2,973	243%

Table 1: Operating Result

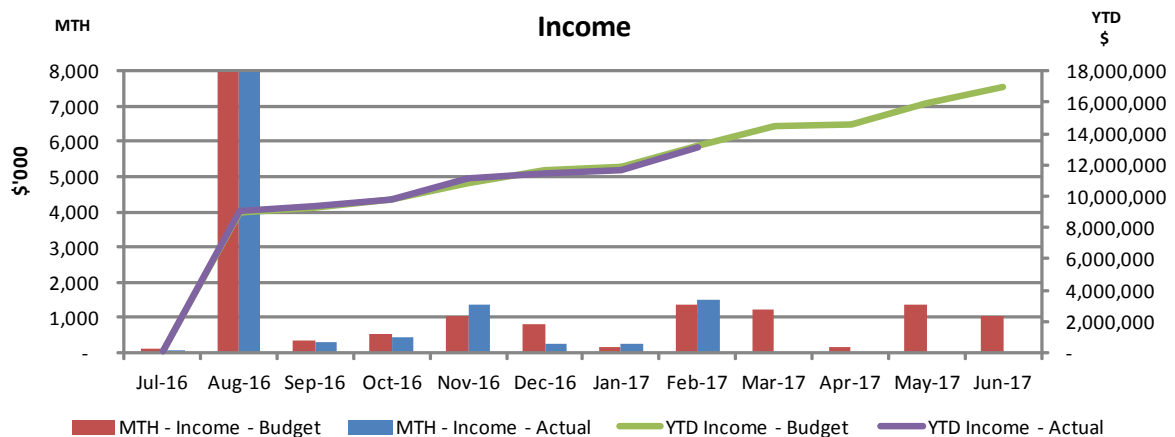
#### Note 1:

Council's YTD income at 28 February 2017 is \$13.1 million against a budget of \$13.2 million. The major items contributing to the \$43,000 variance include:

- Revenue expected to be received later than anticipated:
  - \$600,000 – for the Roads to Recovery program
  - \$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:
  - \$149,000 – grant funding for kindergartens was budgeted on initial incomplete funding advice from the State Government and was therefore understated. Additional funding has also been received:
    - to support more vulnerable users of the service, including those impacted by the dairy industry challenges
    - to cover backpay under the new enterprise agreement
    - to implement an occasional child care program in our kindergartens
  - \$139,000 – North East Water's contribution to the Destination Tallangatta project was invoiced and recognised as revenue in September 2016



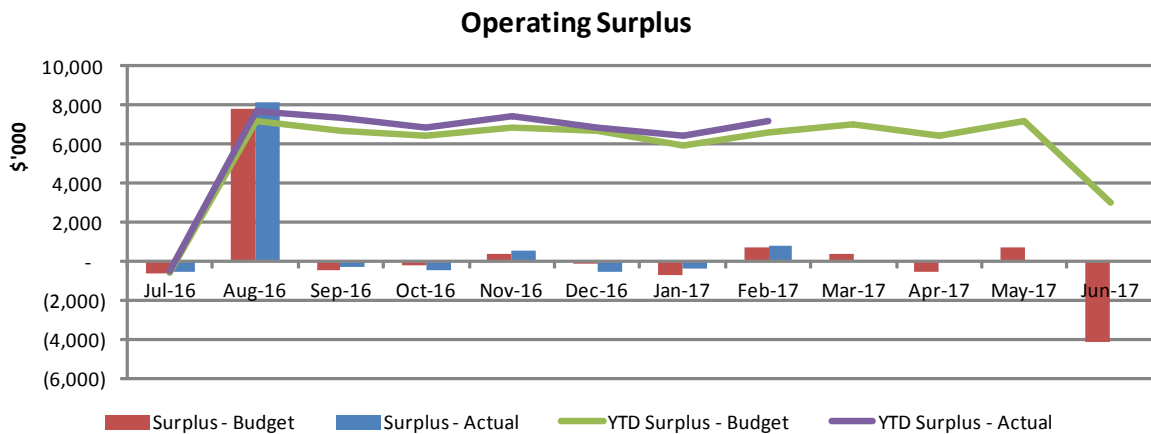
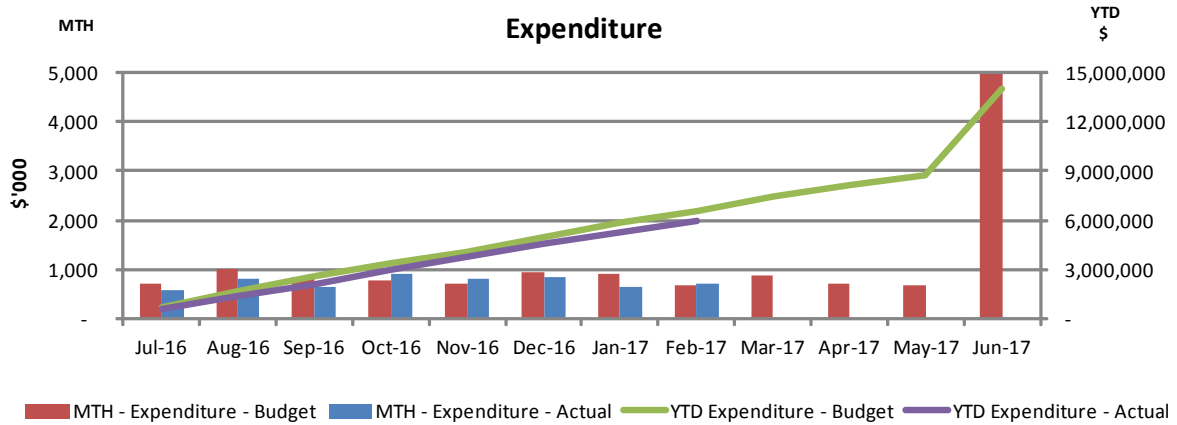
- \$111,000 – income to offset the expenses for providing the Secretariat service for Rural Councils Victoria
  - \$100,000 – the final instalment for the completion of the Tallangatta Integrated Community Centre (timing difference – was originally budgeted in 2015/16)
  - \$60,000 – for the ‘Improving 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 Wyeboo Multi Purpose Facility (timing difference – was originally budgeted in 2015/16).
- Revenue received ahead of anticipated timing in the budget:
    - \$38,000 – for the Narrows project
  - Revenue budgeted that will not be received:
    - \$70,000 – for the State Revenue Office contribution to the Shire revaluation costs. A change in procedure was introduced in September 2016/2017 with the State Government paying their funding direct to the Valuer General and not through Council.
    - \$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.



**Note 2:**

Council’s expenditure at 28 February 2017 is \$5.9 million against a budget of \$6.5 million. The major items contributing to the \$608,000 favourable variance include:

- Expenditure that will be incurred later than expected:
  - \$473,000 - staff costs – positions not yet filled in childcare, Executive services. There are currently two 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)
  - \$87,000 – other associated costs of the childcare facility that commenced operation in January 2017 (permanent difference). These costs were budgeted from July 2016
  - \$38,000 – for the Narrows project.
  
- Expenditure savings of:
  - \$61,000 – operational costs of the Bushfire Camera Network
  - \$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 – 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:
  - \$250,000 – 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)
  - \$148,000 – for the Corryong Tennis Court upgrade
  - \$60,000 – ‘Bushies Hit for Six’ cricket net upgrade at Rowen Park, which is offset by unbudgeted grant income received (new project)
  - \$59,000 – expenses incurred in providing the Secretariat service for Rural Councils Victoria.
  
- YTD to 28 February 2017 Council is operating at 63.3 EFT staff against a budget of 70.1 EFT.



**Grant Income**

	Note	Feb-17 (Actual) \$'000	YTD (Actual) \$'000	YTD (Budget) \$'000	YTD (Variance) \$'000	YTD (Variance) %	2016/17 Full Year (Budget) \$'000	2016/17 Full Year (Achieved) %
Recurrent	1	969	3,247	3,833	(586)	(15%)	6,488	50%
Non Recurrent	2	315	1,129	724	405	56%	1,146	99%
<b>Total</b>		<b>1,284</b>	<b>4,376</b>	<b>4,557</b>	<b>(181)</b>	<b>(4%)</b>	<b>7,634</b>	<b>57%</b>

Table 2: Grant Income

**Note 1:**

Council's YTD recurrent grant income at 28 February 2017 is \$3,247,000 against a budget of \$3,833,000. The major items contributing to the \$586,000 unfavourable variance include:

- Revenue that will be received later than anticipated:
  - \$600,000 – from the Roads to Recovery program
  - \$47,000 – from the State Government for the Library program

- \$30,000 – for the Municipal Emergency Response Program.
  
- 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.
  
- Revenue received that was not budgeted:
  - \$149,000 – 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 backpay 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 28 February 2017 is \$1,129,000 against a budget of \$724,000. The major items contributing to the \$405,000 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 variance – 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 Wyeewoo Multi Purpose Facility (timing variance – 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:
  - \$38,000 – for the Narrows project.

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

	\$'000
Recurring	
Victorian Grants Commission - General Purpose Funding	1,707
Victorian Grants Commission - Local Roads Funding	1,055
Maternal and Child Health	101
Corryong Pre School	79
Tallangatta Pre School	66
Library	53
Berringa Pre School	52
Weed Project	31
Municipal Emergency Resourcing Program	30
Community Access	24
Occasional Child Care	20
Pre-School Cluster	19
School Crossing Supervisor	9
Health Admin	1
<b>Total Recurring Grants</b>	<b>3,247</b>
Competitive and Non-Competitive	
Destination Tallangatta - NSRF	532
Aerodrome Corryong	150
Tallangatta Integrated Community Centre	100
Improved Connections Hanson Street project	60
Tallangatta Multi-sport Precinct	56
L2P Program	48
Wyeboo Multi Purpose Facility	45
The Narrows Project	38
TICC banking on Solar	29
Corryong Memorial Hall	18
Community Health and Wellbeing	16
Tallangatta Pre School Capital Grants	11
Corryong Tennis Courts Grant	10
Beat the Heat - Tree Project	8
Freeza Funding	6
Seniors Week	2
<b>Total Competitive and Non-Competitive Grants</b>	<b>1,129</b>
<b>Total Grants Received</b>	<b>4,376</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:

	<b>\$' 000</b>
<b>Unexpended Grants</b>	
Corryong Swimming Pool Upgrade Grant	242
Community Access	108
Country Roads and Bridges	105
Maternal and Child Health Enhancement	65
Improved Connections Hanson Street project	60
The Narrows Project	58
Flood Recovery Officer	42
Local Gov Business Collaboration	32
Tallangatta Neighbourhood House	29
TICC banking on Solar	29
Roads to Recovery (R2R)	27
L2P Program	24
Bushfire Management Overlay	13
Kinder Enrolment	10
Children Services Review	10
Improving Liveability of Older People	10
Freeza Funding	9
Weed Project	8
Beat the Heat - Tree Project	8
Fire Access Track Maintenance	1
<b>Total Unexpended Grants</b>	<b>890</b>

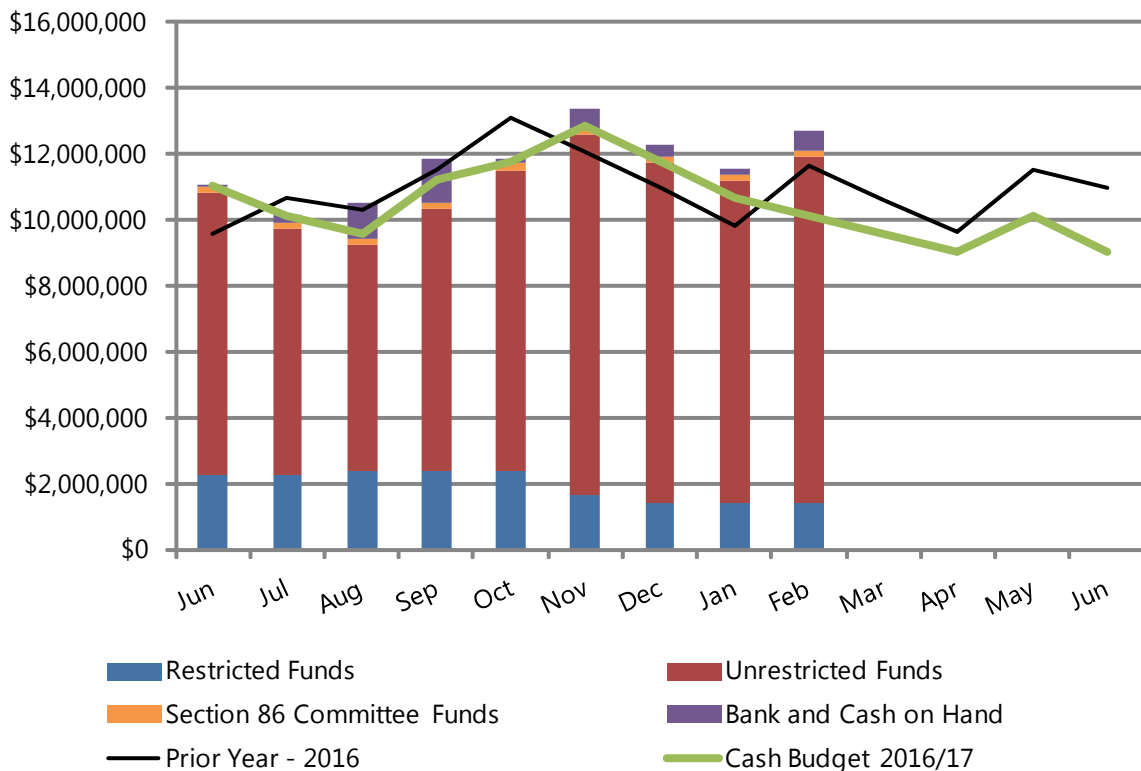
Table 4: Unexpended Grants

**CASH POSITION**

***Cash on Hand***

The cash position moved during the month as detailed below:

	<b>Current Month Feb-17</b>	<b>Prior Month Jan-17</b>	<b>Variance</b>	
	\$	\$	\$	%
Unexpended Grants	889,890	884,385	5,505	0.6%
Other Provisions and Reserves	541,802	541,802	-	0.0%
Restricted Funds	1,431,692	1,426,187	5,505	0.4%
Provision for Employee Entitlements	1,182,409	1,156,957	25,452	2.2%
Other Unrestricted Funds	9,290,853	8,620,336	670,518	7.8%
<b>Total Unrestricted Funds</b>	<b>10,473,262</b>	<b>9,777,293</b>	<b>695,970</b>	<b>7.1%</b>
Section 86 Committee Funds	190,039	190,039	-	0.0%
<b>Total Investments</b>	<b>12,094,993</b>	<b>11,393,518</b>	<b>701,475</b>	<b>6.2%</b>
Bank and Cash on Hand	630,210	165,698	464,512	280.3%
<b>Total Cash</b>	<b>12,725,202</b>	<b>11,559,216</b>	<b>1,165,986</b>	<b>10.1%</b>
Average Interest Rate	2.63%	2.66%		



## 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
17/03/2016	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
8/02/2016	Term Deposit	ME Bank	1,000,000	2.70%	273 Days	A2	8/11/2017
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	1,541,627	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>12,094,993</b>				

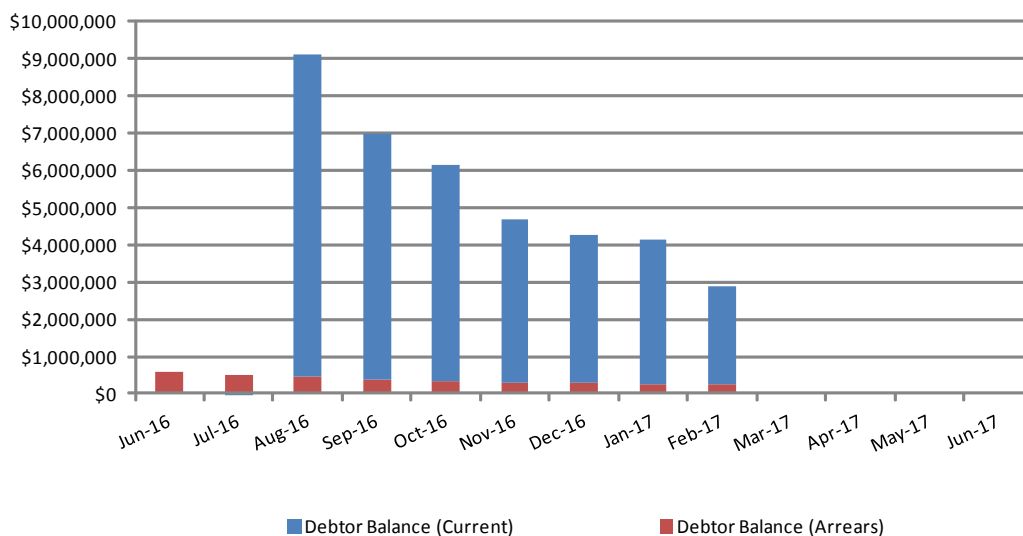
Table 5: Investments at month end

## 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:

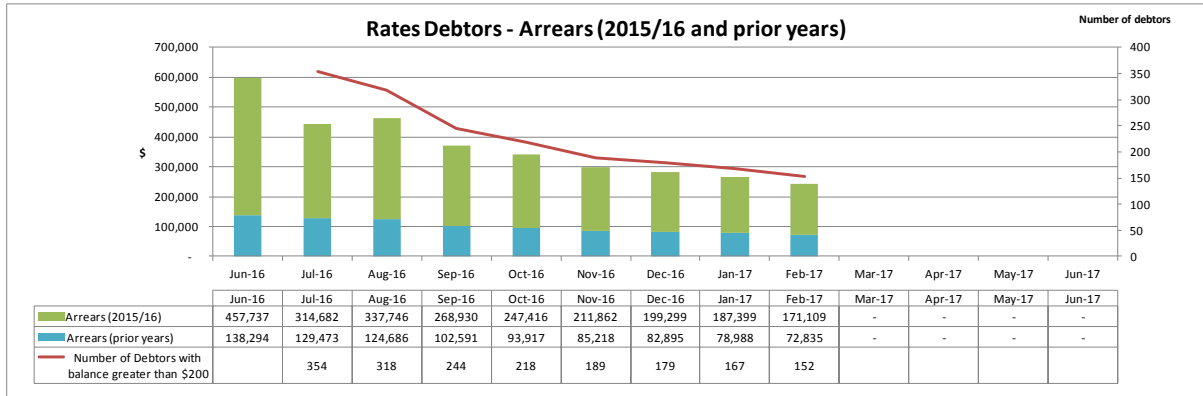
Rates, charges and FSPL Debtors	Amount	Received Feb-17	% Collected Feb-17	Received YTD	Collected YTD	Balance Outstanding
	\$	\$	%	\$	\$	\$
Levied 2016/17	8,771,097	1,227,680	14.0%	6,127,258	69.9%	2,643,839
Arrears prior to 2016/17	596,030	22,444	3.8%	352,086	59.1%	243,944
<b>Total Charges</b>		<b>1,250,124</b>		<b>6,479,344</b>		<b>2,887,783</b>



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



**Debt Collection**

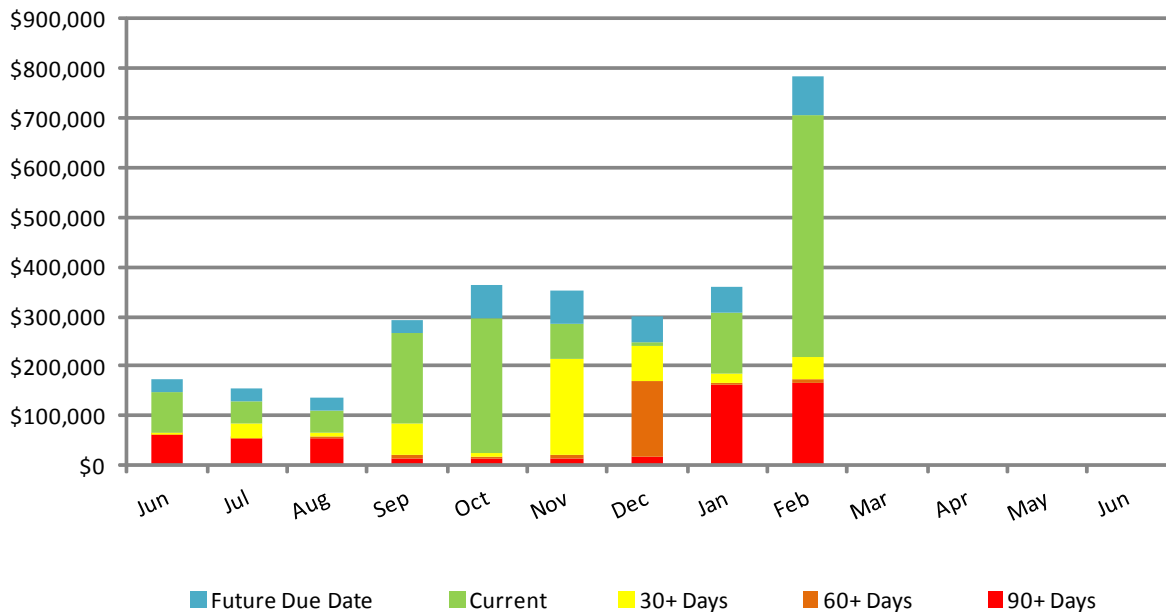


At 28 February 2017 there were 152 rates debtors with an outstanding balance of greater than \$200. This is a reduction of 15 debtors since 31 January 2017.

**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>February 2017</b>	79,075	484,905	46,242	8,841	164,855	783,918
<b>January 2017</b>	51,575	122,124	19,416	4,154	163,177	360,447
<b>Movement</b>	27,500	362,780	26,826	4,687	1,678	423,471



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	174,770	430,000	255,230	980,523
416 Sealing	2	108,550	25,000	(83,550)	50,000
417 Resealing		-	412,500	412,500	1,025,000
420 Drainage Construction	1	-	70,000	70,000	130,000
421 Digouts	1	433,999	571,479	137,480	671,479
422 Resheeting	1	103,915	15,000	(88,915)	230,000
432 Footpaths	1	19,238	305,000	285,762	431,496
433 Kerb and Channel	1	21,084	150,000	128,916	460,737
442 Guardrails		-	-	-	30,000
450 Bridge Construction	1	23,330	10,000	(13,330)	20,000
<b>Total</b>		<b>884,886</b>	<b>1,988,979</b>	<b>1,104,093</b>	<b>4,029,235</b>

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

Notes:

1. The phasing of the budget does not align with the phasing of the works. Items as shown comprise of 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.
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***

Please note that 313 – Storm/Flood damage has been removed from the below table from February reporting. The table below shows business as usual maintenance. The flood damage is reported in its own table later in the report.

	Note	YTD Actual \$	YTD Budget \$	Variance \$	Annual Budget \$
302 Survey and Design		25,198	23,336	(1,862)	40,000
304 Pavement Maintenance	1	129,942	70,000	(59,942)	148,000
306 Grading	2	263,499	306,664	43,165	452,000
308 Shoulder Maintenance	3	24,933	66,664	41,731	98,000
310 Drainage Maintenance	3	135,135	113,336	(21,799)	167,000
312 Call Outs	4	21,431	13,336	(8,095)	20,000
324 General Roadside Maintenance	5	58,690	50,000	(8,690)	73,000
328 Tree Maintenance	6	84,384	66,000	(18,384)	99,000
330 Footpath Maintenance	7	9,647	4,000	(5,647)	8,000
334 Roadside Treatments		4,960	12,000	7,040	15,000
336 Signs Maintenance		7,453	8,000	547	12,000
338 Linemarking	8	-	5,000	5,000	10,000
340 Guideposts	9	13,565	4,664	(8,901)	7,000
342 Guardrail	10	-	2,500	2,500	5,000
346 Bridge Maintenance		17,855	21,576	3,721	32,366
<b>Total</b>		<b>796,692</b>	<b>767,076</b>	<b>(29,616)</b>	<b>1,186,366</b>

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

Notes:

1. Pavement maintenance has been required earlier than anticipated due to the wet weather early in the financial year (timing variance).
2. Grading works and shoulder maintenance have been delayed due to the wet weather (timing variance).
3. Drainage maintenance has occurred earlier than anticipated in preparation for the reseal program (timing variance).
4. A large volume of callouts have occurred due to the wet weather.
5. A significant amount of roadside maintenance has been required due to the excessive wet weather.
6. The tree maintenance program is ahead of schedule.
7. Additional maintenance has been required for footpaths.
8. No linemarking has been carried out. This will occur once the reseal program is complete (timing variance).
9. More guideposts have required to be replaced than expected.
10. No guardrail has been purchased (timing variance).

**Flood repairs and maintenance**

	Note	YTD Actual	YTD Budget	Variance	Annual Budget
		\$	\$	\$	\$
313 Storm/Flood Damage	1	250,548	-	(250,548)	-
<b>Total</b>		<b>250,548</b>	<b>-</b>	<b>(250,548)</b>	<b>-</b>

Table 9: Local Roads and Bridges – Flood Repairs

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

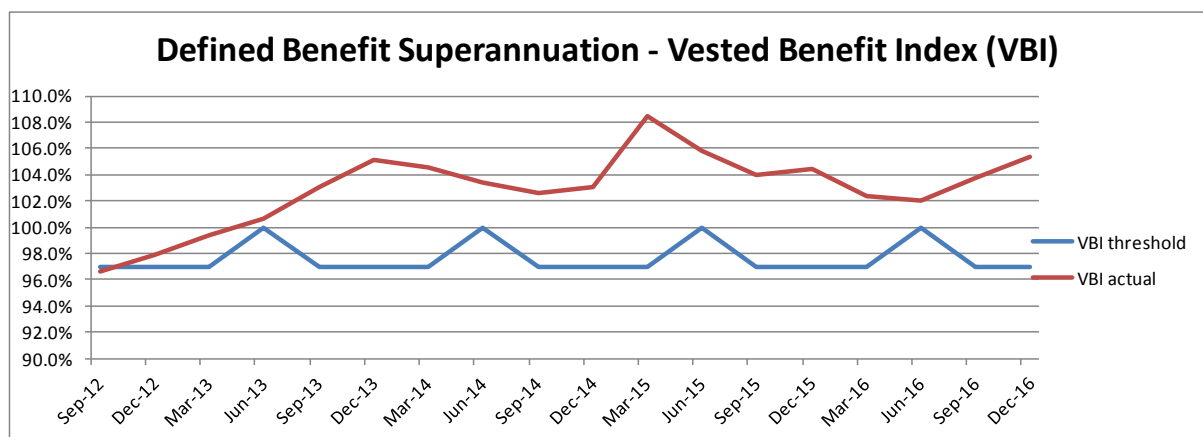
**OTHER FINANCIAL MATTERS**

**Defined Benefit Superannuation**

Council has obligations under a defined benefit superannuation scheme with Vision Super. These obligations may result in the need to make additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the fund.

In summary, the Vested Benefits Index (VBI) is the measure required to be used to determine whether there is an unfunded liability.

A VBI must generally be kept above a fund’s nominated shortfall threshold. The estimated VBI released by Vision Super for December 2016 is 105.4%. The graph below shows Vision Super’s VBI performance against the fund’s nominated VBI threshold.



If the actual VBI falls below the above VBI thresholds, a funding call will be initiated which will mean Council will have to provide additional funding to the Defined Benefit fund to ensure that the liabilities of the fund can be met.

**CR STAR  
CR SCALES**

**THAT THE FINANCE REPORT BE NOTED.**

**CARRIED**

**CR WHITEHEAD  
CR TOLSHER**

**THAT COUNCIL SUSPEND STANDING ORDERS THE TIME BEING 10.18 AM.**

**CARRIED**

**CR TOLSHER  
CR WHITEHEAD**

**THAT COUNCIL RESUME STANDING ORDERS THE TIME BEING 10.32 AM.**

**CARRIED**

## **9.2 Mayoral and Councillor Allowances Review (07/05/0007-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:**

In December 2016 the Hon Natalie Hutchins MP, Minister for Local Government, reviewed the limits and ranges of the current Mayoral and Councillor allowances in accordance with section 73B of the Local Government Act and determined that allowances be increased by 2.5% from 1 December 2016.

At the December 2016 Council Meeting, Council adopted the following motion:

CR SCALES  
CR STAR

THAT DUE TO COUNCIL'S CURRENT ECONOMIC CONDITIONS AND IN REGARDS TO COUNCIL'S RESOLUTION 9.2.11 AT ITS MEETING ON 7 JUNE 2016, "THAT ANNUAL

SALARY AND WAGE INCREASE BE 1% OR CPI WHICHEVER IS THE LESSER" THAT COUNCIL REVIEW AS A PRIORITY THE COUNCILLOR ALLOWANCE AND MAYORAL ALLOWANCE IN ACCORDANCE WITH S74(1) OF THE LOCAL GOVERNMENT ACT.

CARRIED

This further report is presented to enable Council to review and determine the level of the Mayoral and Councillor Allowance by 30 June in accordance with the previous motion and as required by Section 74(1) of the Act.

*74(1) A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later.*

As a 'Category 1 Council' the Councillor and Mayoral allowances can be set within the following limits and ranges:

Mayor	Councillor
Up to \$59,257	Between \$8,324 and \$19,834

Council must publish a public notice advising that a review of both allowances has been undertaken in accordance with section 74(4) of the Act and a person has a right to make a submission in respect of the review in accordance with section 223 of the Act.

In addition to the determined allowance the Mayor and Councillors are also paid an amount equal to the superannuation guarantee rate set under Commonwealth legislation. The superannuation guarantee rate is currently 9.5%.

The current allowances are set at the top of the permissible allowance range as detailed in the following table:

	Allowance	Plus 9.50% superannuation equivalent
Mayor	\$59,257	\$64,887
Councillor	\$19,834	\$21,718

**Impact on Council Policy:**

This approach is consistent with the requirements of the Local Government Act 1989.

**State Government Policy Impacts:**

Not applicable.

**Budget Impact:**

If Council decides to reduce either allowance this would result in a recurrent cost saving.

Future Ministerial variations of the limits or ranges will result in a recurrent cost increase.

**Risk Assessment:**

To avoid being in breach of legislation Council must undertake a review of the Mayoral and Councillor allowances in accordance with sections 74 and 223 of the Local Government Act prior to 30 June 2017.

**Community Consultation/Responses:**

In accordance with section 223 of the Local Government Act Council is required to give public notice of its review and any person has a right to make a submission. Any submissions received will be tabled at a meeting of Council on 6 June 2017. Any person seeking to be heard or represented in relation to their submission will be heard at the meeting.

**Discussion/Officers View:**

This report outlines the process for setting the Mayoral and Councillor allowance within the thresholds specified.



**CR TOLSHER  
CR SCALES**

**THAT COUNCIL:**

**1. SET THE MAYORAL AND COUNCILLOR ALLOWANCES AS FOLLOWS:**

<b>MAYOR</b>	<b>COUNCILLOR</b>
<b>\$58,389</b>	<b>\$19,543</b>

**2. GIVE PUBLIC NOTICE OF THE MAYORAL AND COUNCILLOR ALLOWANCE REVIEW AND INVITE SUBMISSIONS IN ACCORDANCE WITH SECTIONS 74(4) AND 223 OF THE LOCAL GOVERNMENT ACT 1989; AND**

**3. CONSIDER ANY SUBMISSIONS RECEIVED AT THE ORDINARY COUNCIL MEETING ON 6 JUNE 2017.**

**CARRIED**

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

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

This report was prepared by Mr Wayne Carter, Occupational Health and Safety 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:**

This report is a bi-monthly progress report on Risk Management and Occupational Health and Safety activities throughout the organisation.

**Current Progress:**

***Strategic risk / OHS activity***

**Safety Management System – Action Plan progress**

A Safety Management System internal audit was completed and an Action Plan for improvements was agreed in 2015. Significant progress has been made on implementing improvements as detailed in the following table:

	Total
Recommendations for improvement	18
Work <b>completed</b> on addressing recommendations	15
% complete	83%

The remaining recommendations will now be progressed early in 2017:

- Health Surveillance Procedure to be developed and implemented
- Document Control and Records Management Procedure to be developed and implemented
- Asset Disposal Procedure to be developed and implemented

***Operational risk / OHS activity***

**WorkCover incidents**

WorkCover claims and Return to Work Plans are managed internally by the OHS Officer. There are currently no open WorkCover claims.

**Public Liability incidents**

Public Liability incidents are recorded on the Towong Shire Council Incident Report form and are investigated and then discussed at the OHS Committee meeting. Details of Public Liability incidents are included in the Occupational Health and Safety Committee meeting minutes. There is one Public Liability incident currently under investigation/action.

***Other OHS activity***

*Working in adverse weather conditions*

A draft procedure for working in adverse weather conditions (Cold) has been developed and has been circulated for feedback. It is currently being implemented.

*Workplans and Training Plan for Outdoor workers*

Workplans and occupational qualifications are currently being reviewed for all Outdoor workers. A training gap analysis and training plan has been developed and continues to be implemented. Competency assessments for Plant and chainsaws are the next priority for 2017.

*Corryong Saleyards*

A Risk Assessment of the Corryong Saleyards has been completed following several visits to the Saleyards during November and December (including the Sales held on 9 December). Only minor improvement opportunities were identified. A review of the Operations and Occupational Health and Safety manuals is in progress, and will be completed by 30 April 2017.

*VicRoads Prequalification for worksite Traffic Management*

VicRoads requires organisations conducting traffic management on arterial roads (eg Murray Valley Highway) to have a VicRoads Prequalification. This is to ensure compliance with the "Victorian Code of Practice for Worksite Safety – Traffic Management (2010)" when working on a VicRoads road and would allow qualified Council staff to place traffic management signs, operate stop/slow bat and implement traffic management plans on these roads. The application for pre-qualification was submitted to VicRoads, however Council did not initially meet their requirements. A local auditor has been engaged to assist in developing and implementing a "compliance manual" which will include Council's Occupational Health and Safety, Quality, Environmental and Industrial Relations documents as required by VicRoads. Once implemented, a separate auditor will be engaged to complete a compliance audit and their report will be submitted to VicRoads. A draft compliance manual has now been prepared and is currently being reviewed. Once finalised, it will be audited and a new submission will be forwarded to VicRoads for consideration for prequalification. It is envisaged that the prequalification process will be completed by 30 June 2017.

*Ergonomics – sit/stand workstation*

A trial of standing workstations has commenced at the Tallangatta Office. The trial will provide for employees to utilise the standing workstations as hot desks for up to two hours per day. Feedback from the trial will inform future hot desk setups.

*Garbage trucks*

One of the Garbage trucks was recently pulled over by a Heavy Vehicle Inspector in NSW while on its way to Albury Transfer Station. The inspection confirmed that the truck was within its legal load limits. The inspection highlighted that the driver was uncertain on the differences between Victoria and New South Wales in relation to the Gross Vehicle Mass (GVM) of the vehicle. Investigations into the differences and

clarification of the State requirements are being undertaken and will be communicated to all Council heavy vehicle operators.

*Dial Before You Dig (DBYD)*

DBYD is a referral service for information on locating underground utilities in Australia. We have a duty of care to protect underground assets and the person/people excavating. Our Outdoor staff use this online service whenever a job requires that they break the soil surface any deeper than 150mm. To locate the underground cables and pipes, an electronic locator is used. Our two locators are more than five years old, and have never been serviced or calibrated. We are currently in the process of having the locators checked and then Council will send a number of employees to Albury to undertake training in the interpretation of cable and pipe location information provided by utility owners and the correct use of the electronic locators.

*Aerodrome Training*

To operate and maintain the Aerodrome at Corryong, some of our employees are required to undertake Aerodrome Reporting Officer (ARO) and Works Safety Officer (WSO) training and at least two should also be qualified as Aerodrome Administrator's (Manager's). ARO/WSO qualifications last for up to three years. There is no timeline for re-training for the Administrator role, however employers are required to ensure competency is maintained. Training sessions are currently being organised for several Council employees in these roles for April/May 2017.

*Illegal dwellings*

Communication from the MAV has been received regarding a Coroner's report on a 2015 death near Shepparton of a person living in a shed they had converted to a dwelling without Planning or Building permits. A process has commenced of investigating the risk of similar incidents occurring within the Shire and what could be done to mitigate the risk surrounding such incidents. Options to address the Coroners recommendations will be developed and will be progressed through the Audit Committee.

**Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

Nil.

**Risk Assessment:**

High risk matters are being addressed as a priority.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

It is the Officer's view that Council is continuing to make significant progress in addressing Council's Risk Management and Occupational Health and Safety responsibilities.

**CR SCALES  
CR WHITEHEAD**

**THAT THE OCCUPATIONAL HEALTH AND SAFETY REPORT BE NOTED.**

**CARRIED**

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

Items requiring action from the 7 March 2017 Council Meeting are attached at [Appendix 2](#).

**CR STAR  
CR WHITEHEAD**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## 9.5 Performance Reporting Graphs (DCCS)

The Performance Reporting Graphs are attached at [Appendix 3](#) for information.

**CR STAR**  
**CR TOLSHER**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## **10 Community wellbeing**

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

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

This report was prepared by Ms Penelope Sell, Manager Community 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:**

This report is a bi-monthly report on Community Services activities throughout the Shire.

#### **Kindergarten Services**

##### Tallangatta Early Years Learning Centre (TEYLC)

A welcome morning tea was provided for 2017 parents in February.

The Tallangatta Early Years Learning Centre is now operating Long Day Care and Kindergarten services. Twelve casual Educator employment positions have been created to support service delivery. A review of staffing needs is being undertaken with a view to recruiting a fulltime Early Years Director for the service.

The direct debit system software and enrolment process to support Long Day Care bookings continues to be fine tuned.

##### Corryong Kindergarten

A welcome morning tea was provided for 2017 parents in February. A fulltime kindergarten educator has commenced at the Corryong service.

##### Berringa Kindergarten

A welcome morning tea was provided for 2017 parents in February.

Following an Expression of Interest process, no suitable applicants were secured to deliver Long Day Care services at the Berringa Community Centre.

Parent representatives have approached Council officers to discuss a Play Group option for local families.

### **Maternal and Child Health Services**

A place based *Early Years Network* in Corryong is currently being developed to support better outcomes for children 0-8 years and their families. Input is currently being sought from key stakeholders so that they can be actively involved in creating this exciting network.

*My Dad is AWESOME* is a Corryong initiative focussed on up skilling fathers and supporting Maternal and Child Health Nurses to improve their engagement of fathers in the work that they do. Corryong Neighbourhood Centre and Upper Murray Family Care have partnered together with Council officers to develop a resource for fathers and offer interactive sessions tailored specifically for rural dads.

### **Library Services**

The Corryong and Tallangatta libraries have each developed an annual library activities and Service Improvement plan with implementation underway. Programs are designed to support a creative learning hub of activity to create a more connected community.

### **Seniors**

Performer, James Blundell will provide entertainment for the October 2017 Seniors Festival. This event is funded by the Department Health and Human Services (DHHS).

### **Recreation**

A funding application has been submitted to the Country Football Netball Grant program to upgrade the Eskdale Netball Courts. Applications closed in December 2016. The outcome of the application is likely to occur before the end of April 2017.

### **Access and Inclusion Officer**

A Disability Community profile has been completed. Key findings are under review. Some interesting facts presented include:

- 34% of the Towong LGA population are living with a disability.
- 459 Towong LGA residents have a profound or severe disability.



A continued focus on strengthening relationships with key disability agencies is resulting in the agencies having an increased presence in the Shire.

A 'My Life My Disability' DVD presentation will raise the profile of people and the challenges they face experiencing a disability.

All Access and Inclusion activities are fully funded by DHHS.

### **Youth Services**

An annual Youth Services Improvement Plan for 2017 has been developed. The plan is heavily reliant on external partnerships for funding and delivery.

Partnerships with Corryong and Tallangatta Secondary Colleges and Victoria Police continue to strengthen. Proposed programs will address self esteem, respectful relationships and support personal development opportunities.

A \$2,000 Youth Week grant has been secured to deliver a 'Body Beautiful' project, addressing personal hygiene and self esteem among young people.

Partnerships with local schools and Mungabareena Aboriginal Corporation have been developed to support cultural inclusiveness.

A \$25,000 funding application has been submitted to the Department of Justice to support the development of the Tallangatta Skate Park.

### **Community Development/Neighbourhood House**

The Community Development Officer is funded by DHHS to support the development of the Tallangatta Neighbourhood House.

Recent Tallangatta Neighborhood House activities include:

- Skills Job Network – resume writing
- Certificate III Individual Support – creating job opportunities for our local health services
- Yoga Classes – 35 attendees
- Digital Photography class
- Adult Writing Classes
- School Holiday Program
- Facilitated a local Food Swap – 30 attendees

Applications have been submitted for the following grants:

- Happy Communities Project – a partnership with local health services and key agencies to support gender equality, respectful relationships and a vibrant community \$138,000
- 'Bet on the Good Life' prevention partnerships funding – to help prevent gambling related harm within communities, \$100,000
- Eirene Lucas Foundation, Taking it to the community – addressing emotional health and wellbeing (guest speaker, motivational) \$5,000
- FRRR – Small Communities grant – to support Neighborhood House activities, \$5,000

The Tallangatta Neighbourhood House is reliant on the facilitation of strong working partnerships and external funding to allow program delivery.

### **Council Plan 2013-2017**

The Community Services team has completed the majority of planned priorities.

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

Community Services continues to focus on delivering the 2013-2017 Council Plan strategic objectives with consideration for future strategy development.

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

Activities align with key criteria of the following policies:

- Victorian Early Years Policy
- Victorian Health Policy
- Victorian Mental Health Policy
- Victorian Sport and Recreation Policy.

#### **Risk Assessment:**

Nil.

**Budget Impact:**

		Feb 2017 YTD (Actual) \$	Feb 2017 YTD (Budget) \$	Feb 2017 YTD (Variance) \$	Feb 2017 YTD (Variance) %	2016/17 Full Year (Budget) \$
	Note					
<b>Income</b>						
Community Development		23,859	26,488	(2,629)	(10%)	39,732
Seniors		3,032	3,500	(468)	(13%)	3,500
Immunisations		-	-	-	0%	1,000
Maternal and Child Health	1	101,874	94,544	7,330	8%	141,816
Preschool operations	2	260,438	318,230	(57,792)	(18%)	663,386
Library	3	52,862	100,200	(47,338)	(47%)	100,300
Youth	4	53,373	59,245	(5,872)	(10%)	61,245
<b>Total Income</b>		<b>495,438</b>	<b>602,207</b>	<b>(106,769)</b>	<b>(18%)</b>	<b>1,010,979</b>
<b>Expenditure</b>						
Community Development	5	70,773	94,260	23,487	25%	139,114
Seniors	6	4,104	2,000	(2,104)	(105%)	2,000
Immunisations	7	10,200	8,320	(1,880)	(23%)	16,640
Maternal and Child Health		138,995	121,042	(17,953)	(15%)	192,723
Preschool operations	8	300,913	579,657	278,744	48%	902,665
Library		59,110	49,714	(9,396)	(19%)	84,350
Youth	9	54,772	68,082	13,310	20%	99,092
<b>Total Expenditure</b>		<b>638,867</b>	<b>923,075</b>	<b>284,208</b>	<b>31%</b>	<b>1,436,584</b>
<b>Net Income / (Expenditure)</b>		<b>(143,429)</b>	<b>(320,868)</b>	<b>177,439</b>	<b>(55%)</b>	<b>(425,605)</b>

Notes:

1. Increased enhanced funding received
2. \$149,000 – 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:
  - a. to support more vulnerable users of the service, including those impacted by the dairy industry challenges
  - b. to cover backpay under the new enterprise agreement
  - c. to implement an occasional child care program in our kindergartens.
3. Library program report to be submitted to receive due funding. This requirement reflects changes to 2017 Public Library Reporting Framework.
4. Freeza funding yet to be received (timing difference)
5. Access and Inclusion activities yet to be delivered
6. Unexpended grant funding from 2015 was utilised to support the 2016 Seniors Event (timing)
7. Over budget as received the June 2016 quarterly payment in August 2016.
8. Preschool operations were scheduled for 2016 however not established until January 2017
9. Freeza funding and Youth Workshops yet to be delivered

**Community Consultation/Responses:**

Community Services continue to engage with the community to ensure that efforts are focused on community and Council Plan priorities.

**Discussion/Officers View:**

The Community Services team continues to deliver services into the community and is actively seeking additional grant funding to support service delivery.

**CR STAR  
CR SCALES**

**THAT THE REPORT BE NOTED.**

**CARRIED**

**10.2 Bushfire Place of Last Resort (Neighbourhood Safer Place) –  
Cudgewa (07/01/0123-DTS)**

**Disclosure of Interests (5.80C):**

This report was prepared by Mr Kenneth Whitehead, Emergency Management Co-ordinator.

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:**

Council is responsible for identifying potential places as Bushfire Place of Last Resort (Neighbourhood Safer Places) (NSP) within its municipal district (Section 50G of the CFA Act). The process of NSP identification is ongoing.

The Cudgewa Recreation Reserve at Cudgewa Valley Road, Cudgewa, 3705 is submitted for consideration by Council for endorsement as a designated NSP. The location has been assessed by the CFA and has been deemed fully compliant and meets the CFA Fire Rating Criteria (CFA Assessment No: 1000037470).

Attached at [Appendix 4](#) is the CFA Assessment along with the supporting documents.

A number of factors are considered when identifying potential NSP locations:

- (a) The environment surrounding the potential NSP
- (b) What other uses are involved in the potential NSP and whether or not those uses could be inconsistent with its designation as an NSP
- (c) The land ownership and whether there is a clear means for access and egress to and from the potential NSP
- (d) That the potential NSP is in close proximity to the populations centre
- (e) The risks involved in people staying in the area being considered versus leaving the area and travelling to a nearby urban area
- (f) The adequacy of egress routes out of the NSP, including proximity to major roads and minimal vegetation surrounding the site. Having the capacity of egress routes to accommodate large numbers of vehicles is a positive factor.

As part of the process Council should assess the site against Neighbourhood Safer Places Plan.

The key criteria described in the plan relate to:

- 1) Consent and right of access – can Council enter into an arrangement with the land owner to access the site for use as an NSP?

Completed: Signed letter of consent from the Committee of Management to Council as non tenant for designation of NSP and public notification in Victoria Government Gazette has been received.

- 2) Access and Egress – do access routes to the proposed NSP allow for the anticipated potential number of people to move to and from the site and for CFA and other emergency services to attend?

Consideration has been given to the criteria for Access and Egress and the site is deemed compliant with the following points:

- Maintenance of roads and surrounding areas
- Proximity of major road networks
- Pedestrian Access
- Buffer Zone
- Council's Road Management Plan

- 3) Maintenance of the NSP in accordance with CFA Assessment – Can Council maintain the proposed NSP in accordance with the criteria taken into account by CFA in arriving at its fire rating assessment?

Council will need to monitor vegetation levels around the site. The Committee of Management and Cudgewa Football and Netball Club

(tenant) have agreed to maintain the site to the specifications in the CFA assessment.

- 4) Opening of the NSP – Will it be possible and practicable to make the proposed NSP available for use on a 24 hour basis during the declared fire danger period.

Access to the site will be available on a 24hr basis.

- 5) Defendable space and fire suppression activities – Is the proposed NSP surrounded by sufficient open space to enable CFA to conduct asset protection and fire suppression operations.

The site is well cleared and accessible for the purpose. A large water tank and stand pipe are also present.

- 6) Defendability of buildings – Are there any buildings on the site that may be subject to ember attack and if so can that risk be satisfactorily managed.

Assessed by the CFA to be compliant with the setback distance and radiant heat measures.

- 7) Signage – Can appropriate signage be erected at the entry to the proposed NSP and in the general vicinity?

Yes (appropriate locations to be determined on site and in consultation with Vic Roads)

- 8) Maintenance and Maintainability – Is the proposed NSP capable of being maintained to ensure continuing compliance with the CFA Fire Rating Criteria and Council's Neighbourhood Safer Places Plan Criteria?

Yes – refer to comments at criteria 3.

- 9) Disabled Access – Are there means of access for disabled and mobility impaired persons to the proposed NSP?

Access is available at the site for persons with mobility impairments.

- 10) Alternative uses of proposed NSP – Can Council manage alternative uses which may be made of the proposed NSP as to ensure that those uses will not compromise its use as an NSP?

Yes as agreed to in a letter of consent and NSP Criteria Assessment tool, as the site has 24 hours access.

11) Community Communication – Will it be possible to ensure that there will be good community awareness of the location of the proposed NSP and the risks associated with its use.

The site is located in a small community where communication about the proposed NSP can be readily achieved.

A copy of the CFA Assessment Criteria Report includes the CFA radiant heat guidelines ([Appendix 5](#)).

This site has been deemed compliant. [Appendix 6](#) contains documents received for perusal by Council.

1. CFA Neighbourhood Safer Places Assessment Summary Report
2. CFA Assessment Criteria Report
3. Site Map
4. Council NSP Criteria Assessment Tool
5. Inspection Pro Forma
6. Letter from Committee of Management to Council – consent to Designation of premises as NSP.
7. Cudgewa Football and Netball club letter – stating agreement for site to become a designated NSP and to also maintain the site to CFA NSP specifications.
8. Copy of Public Notification in Victoria Government Gazette
9. Liability relating to designated NSP – Extract from CFA Act (Section 50N)
10. Copy of Insurance

**Impact on Council Policy:**

The process being undertaken is consistent with Council’s adopted Neighbourhood Safer Places Plan.

**State Government Policy Impacts:**

The process is consistent with the intent of:

- Emergency Services Legislation Amendment Act 2009
- Recommendation Four (4) from the 2009 Victorian Bushfires Royal Commission.

**Budget Impact:**

Signage at the NSP will be in accordance with Council’s Assessment Criteria and EMV’s Neighbourhood Safer Places – Bushfire Place of Last Resort Signage Manual.

**Risk Assessment:**

Advice from the MAV suggests that, provided Council follows recommended procedures developed in response to the outcomes of the Bushfire Royal Commission and amendments to the CFA Act 1958, Council would not be liable for any incident arising out of a person relying on a NSP in the event of a bushfire. Division 4 of the amended CFA Act 1958 deals with Liability in relation to designated neighbourhood safer places.

**Community Consultation / Responses**

Consultation has taken place with CFA Community Safety Manager Mr Darren Viney and assessor Mr Mark Williams and Ms Janelle Hunt Coordinator Bushfire Shelter Options. The proposal was endorsed by the Municipal Fire Prevention Planning Committee as well as the Municipal Emergency Management Committee for submission to Council for consideration.

**Discussion / Officers view:**

The Cudgewa Recreation Reserve, Cudgewa Valley Road, Cudgewa is submitted to Council for consideration for approval as a designated Neighbourhood Safer Place (Bushfire place of last resort).

**CR TOLSHER  
CR WHITEHEAD**

**THAT THE CUDGEWA RECREATION RESERVE AT CUDGEWA VALLEY ROAD,  
CUDGEWA 3705 BE APPROVED FOR DESIGNATION AS A NEIGHBOURHOOD  
SAFER PLACE (BUSHFIRE PLACE OF LAST RESORT).**

**CARRIED**



## **11 Asset management**

### **11.1 Asset Management report (01/07/0004-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:**

This report is a bi-monthly report on Asset Management activities throughout the Shire.

#### **Destination Tallangatta**

Resealing of Towong Street from bridge to Tooma Street and the laneway at the rear of the Tallangatta Integrated Community Centre is complete.

North East Water's Towong Street water main replacement is complete.

Traffic safety audits have been completed for the Eastern Towong Street intersection design. The results of the audit identified some minor modifications to the T Intersection design. These modifications were included in the tender documents for construction.

Tallangatta Construction Maintenance (TCM) will be undertaking the construction of the intersections at each end of The Triangles and also at the intersection of Banool Road (North) and Towong Street. These works are planned to commence in April.

Construction of the natural amphitheatre at the Foreshore boat ramp is complete but will require attention to manage erosion until grass is established on the banks.

Bollards around the border of the Lakelands Caravan Park have been removed and are currently being replaced with large rocks. These rocks are linked with chain to control traffic movement and complement the ongoing landscaping works on the Foreshore.

Consolidation of the electricity supply at The Triangles will be undertaken from April. These works are a requirement from AusNet Services to align with the undergrounding of the power in the Towong Street CBD area.

The contract for the undergrounding of electricity in Towong Street CBD is complete with a start date for construction proposed for April – May 2017 pending confirmation from AusNet Services.

Designs for the Towong Street CBD are progressing with preliminary consultation undertaken with affected business owners.

### **Streetscape Revitalisation – Hanson Street, Corryong**

Works are nearing completion with the majority of the streetscape complete including footpaths, kerb outstands, car park resurfacing and line marking.

### **Road Upgrade works**

#### Olson Street, Bethanga

These works are now complete.

#### Georges Creek Road

Works have progressed with all tree and bank works now complete. The pavement has been shaped with the sub-base and base preparation nearing completion with the remaining works to be the sealing.

### **Regional Road Groups**

The Ovens and Murray Regional Road Group is working to develop a regional freight routes map and a list of priority projects for the region to ensure current and future freight routes are adequate for demand. This information will be used by the group to advocate for future coordinated funding bids. The identification of priority projects will be based on road width, road condition, bridge load limits and existing/proposed usage.

### **Major Patching**

The Major Patching program is completed.

### **Stock Grid Policy**

Two stock grids have recently been replaced on Callaghan Creek Road.

### Whiteleys Pit

Rock extraction and crushing at Whitley's Pit, Cudgewa is now complete.

### Beating the Heat

Development of a comprehensive climate change resilient tree planting list for Towong Shire's streets and parks has commenced. This project will identify suitable species for planting that have demonstrated resilience to climate change induced weather occurrences such as drought and heatwave.

### Impact on Council Policy:

Nil.

### State Government Policy Impacts:

Nil.

### Budget Impact:

	Note	Feb 2017 YTD (Actual) \$	Feb 2017 YTD (Budget) \$	Feb 2017 YTD (Variance) \$	Feb 2017 YTD (Variance) %	2016/17 Full Year (Budget) \$
<b>Income</b>						
Funding	1	1,804,668	2,186,784	(382,116)	(17%)	4,419,630
Private Works Income		8,858	8,000	858	11%	10,000
<b>Total Income</b>		<b>1,813,526</b>	<b>2,194,784</b>	<b>(381,258)</b>	<b>(17%)</b>	<b>4,429,630</b>
<b>Expenditure</b>						
Technical Services	4	539,681	503,446	(36,235)	(7%)	766,946
Works		26,651	22,370	(4,281)	(19%)	33,600
Roads and Bridges	2	859,930	809,980	(49,950)	(6%)	1,218,366
Depreciation		-	-	-	0%	2,399,000
Street Lighting	3	8,693	33,328	24,635	74%	50,000
Depot and Workshops	4	136,048	109,690	(26,358)	(24%)	190,743
Plant and Equipment	5	42,660	131,260	88,600	67%	617,546
Private Works	6	24,470	500	(23,970)	(4,794%)	1,000
Water Projects		-	2,000	2,000	100%	3,000
<b>Total Expenditure</b>		<b>1,638,133</b>	<b>1,612,574</b>	<b>(25,559)</b>	<b>(2%)</b>	<b>5,280,201</b>
<b>Net Income / (Expenditure)</b>		175,393	582,210	(406,817)	(70%)	(850,571)

Notes:

1. North East Water contribution to Destination Tallangatta \$139k and Hanson Street Capital \$60k unbudgeted and \$600k budgeted to be received for R2R
2. Overspend is \$250k flood damage (NDFA income expected to be reimbursed) and Tintaldra intersection \$32k (VicRoads 50k income received in 15/16)
3. Efficiency gains due to LED change over
4. These variances are being reviewed with some journal adjustments expected.
5. Budget is spread evenly across the year, phasing may not align with plant use
6. A \$7k reimbursement from service clubs was received. Balance of expenditure to be journalled to Corryong town maintenance (coding discrepancy)

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

The Asset Management area is making good progress in relation to the Council Plan.

**CR WHITEHEAD**

**CR TOLSHER**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## **12 Land-use planning**

### **12.1 Planning Permit Application 2016/073 – Construction of a Carport/Shed (320315-CEO)**

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

This report was prepared by Mr Ron Mildren, Living Streets Designs Pty Ltd.

At the time of preparation of the report Living Streets Designs Pty Ltd did not have a direct or indirect interest in any matter to which the report or advice relates.

**Property Address:** Lot 5 Talgarno Gap Rd, Bethanga (being Lot 5 PS 641162W,  
Parish of Berringa)  
**Zone:** Rural Activity Zone  
**Overlay:** No overlays  
**Proposal:** Construction of a carport/shed

The proposal is for the construction of a carport/shed. The applicant describes the purpose of the carport/shed being to store farm equipment. The carport/shed is located in close proximity to the northern boundary of the lot and within relatively close proximity to the dwelling on the adjoining lot.

The carport/shed has already been constructed and this application is after the event.

Aerial images of the subject land are included at [Appendix 7](#).

**Permit Trigger(s)** A permit is required for buildings and works pursuant to Clause 35.08-4 (Rural Activity Zone). The carport/shed is located within the setback distance from a property boundary specified in the Schedule to the Rural Activity Zone.

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

Application 2016/073 was dated 5 October 2016. The application relates to a carport/shed which has already been constructed.

### **Title Particulars**

A Section 173 Agreement applies to the subject land. The Agreement prohibits further subdivision of the subject land. It has no bearing on the subject application.

### **Referrals**

No referrals were required for this application.

### **Public Notice**

Public notice was given under Section 52 of the Planning and Environment Act 1987. One objection was received. The objection raised concerns about stormwater runoff from the carport/shed, the siting of the carport/shed in close proximity to the property boundary, the effect on views from the neighbouring property and privacy within the neighbouring property.

The issue of stormwater runoff has reportedly already caused significant flooding on the neighbouring property according to the letter of objection. It is considered that this matter can be addressed by a permit condition requiring stormwater to be directed to a legal point of discharge.

The issue of proximity to the property boundary can be addressed with a permit condition requiring vegetation screening to provide privacy and ameliorate the impact upon views.

### **Towong Planning Scheme SPPF and LPPF**

#### **Clause 14 – Natural Resource Management**

The carport/shed is described by the applicant as being used for agricultural purposes and supports the continuing use of the land for productive agriculture.

#### **Clause 22.06 – Sheds and Outbuildings**

The carport/shed is located within the setback distance specified in the Schedule to the Rural Activity Zone within which a permit requirement is triggered.

It is considered that an appropriate condition providing for vegetation screening should be applied to any permit granted for the carport/shed to ameliorate any impact to the adjoining property.

## **Rural Activity Zone**

A permit trigger applies for buildings and works under the zone provisions pursuant to Clause 35.08-4 (Buildings and works). The carport/shed is setback 12.5 metres from the northern property boundary. This setback distance is within the 20 metre minimum setback distance from a property boundary within which a permit is required as set out in the Schedule to the Rural Activity Zone. The carport/shed is described as intended for support of agricultural production and any adverse impact upon vistas within the rural context can be ameliorated by applying a permit condition requiring vegetation screening. It is therefore considered that the proposal is consistent with Clause 35.08-5 (Decision Guidelines).

## **Decision Guidelines**

### **Clause 65.01 Approval of an application or plan Section 60 of the *Planning and Environment Act 1987***

The proposal has been assessed in relation to the Towong Planning Scheme, the objectives of planning in Victoria, the objection received in relation to the application and the Section 173 Agreement applying to the subject land in accordance with Section 60 of the Planning and Environment Act 1987.

### **The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and Local Planning Policies.**

This report indicates that the proposal is generally consistent with the SPPF and LPPF.

### **The purpose of the zone, overlay or other provision.**

This report indicates that the proposal is generally consistent with the purpose of the zone in which the subject land is located. No overlay applies to the subject land.

### **Any matter required to be considered in the zone, overlay or other provision.**

This report indicates that the proposal is generally consistent with the decision guidelines of the relevant zone.

### **The orderly planning of the area.**

The proposal is not anticipated to adversely impact or prejudice the orderly planning of the area.

### **The effect on the amenity of the area.**

The effect on the amenity of the area was a concern raised by the objection submitted in relation to this application. The effect on amenity specifically relates to impacts upon vistas and privacy. It is considered that these impacts can be addressed by placing suitable conditions on the permit.

**The proximity of the land to any public land.**

There is no public land likely to be impacted by the proposal.

**Factors likely to cause or contribute to land degradation, salinity or reduce water quality.**

The proposal is not expected to impact upon land degradation, salinity or to reduce water quality.

**Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.**

The disposal of stormwater is a matter raised by the objection submitted in relation to the application. It is considered that the quality of stormwater will be maintained by placing a suitable condition on the permit.

**The extent and character of native vegetation and the likelihood of its destruction.**

No native vegetation is proposed to be removed.

**Whether native vegetation is to be or can be protected, planted or allowed to regenerate.**

No native vegetation is to be removed. A condition on the permit will require planting of screening vegetation between the carport/shed and property boundary. It is considered that the proposal does not impact upon native vegetation.

**The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.**

The objection submitted in relation to this application raised the issue of stormwater runoff. It is considered that this matter will be addressed by placing a suitable condition on the permit.

The proposal is generally compliant with all relevant matters raised under Clause 65.01.



**Impact on Council Policy:**

Council policy is espoused generally in the Planning Scheme and as described in this report and subject to conditions the proposal is considered to meet policy provisions.

**State Government Policy Impacts:**

Relevant State Government policy is espoused generally in the Planning Scheme and as described in this report and subject to conditions the proposal is considered to meet policy provisions.

**Budget Impact:**

It is possible that some future Council officer time may be required to deal with enforcement of conditions however generally there is no unusual anticipated impact upon Council Budget. Due to this application being after the event, enforcement may also be necessary if a permit is not granted.

**Risk Assessment:**

No identified Council risk.

**Community Consultation/Responses:**

Consultation has been undertaken generally in accord with S52 of the Planning and Environment Act 1987 and has been described above.

**Discussion/Officers View:**

The proposal is for the construction of a carport/shed. The carport/shed has already been constructed and the permit application is after the event. Valid concerns were raised by the owners of the neighbouring property who objected to the proposal. The issues raised related to stormwater runoff and the siting of the carport/shed and the impact this has upon vistas and privacy. It is considered that these concerns can be ameliorated by placing suitable conditions on the permit. It is the Officer's opinion that a permit should be granted.

**CR SCALES  
CR WHITEHEAD**

**THAT CONSIDERATION OF THE APPLICATION BE DEFERRED UNTIL THE END OF THE MEETING TO ALLOW STAFF TO OBTAIN AND TABLE THE OBJECTION.**

**CARRIED**

**Council returned to Item 12.1 at the conclusion of Confidential Items.**

**D Snaith left the Council Chamber at 11.50 am.**

**D Snaith returned to the Council Chamber at 11.54 am.**

**CR WHITEHEAD  
CR STAR**

**THAT COUNCIL HAVING CAUSED NOTICE OF PLANNING APPLICATION NO. 2016/073 TO BE GIVEN UNDER SECTION 52 OF THE PLANNING AND ENVIRONMENT ACT 1987 AND HAVING CONSIDERED ALL THE MATTERS REQUIRED UNDER SECTION 60 OF THE PLANNING AND ENVIRONMENT ACT 1987 DECIDES TO ISSUE A NOTICE OF DECISION TO GRANT A PERMIT PURSUANT TO SECTION 64 OF THE PLANNING AND ENVIRONMENT ACT WITH RESPECT TO THE LAND KNOWN AND DESCRIBED AS LOT 5 TALGARNO GAP RD, BETHANGA (BEING LOT 5, PS641162W, PARISH OF BERRINGA) FOR THE CONSTRUCTION OF A CARPORT/SHED SUBJECT TO THE FOLLOWING CONDITIONS:**

- 1. THE DEVELOPMENT AS SHOWN ON THE ENDORSED PLANS MUST NOT BE ALTERED WITHOUT THE PRIOR WRITTEN CONSENT OF THE RESPONSIBLE AUTHORITY.**
- 2. CONSTRUCTION MUST BE CONDUCTED IN ACCORDANCE WITH SEDIMENT CONTROL PRINCIPLES AS OUTLINED IN CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL (ENVIRONMENT PROTECTION AUTHORITY 1991).**
- 3. ALL RUNOFF FROM STORMWATER, INCLUDING OVERFLOW FROM WATER STORAGE, MUST BE TAKEN TO A LEGAL POINT OF DISCHARGE OR OTHERWISE DISCHARGED TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY.**

- 4. ALL EXTERNAL FINISHES MUST BE IN NON-REFLECTIVE TONES TO BLEND WITH THE SURROUNDING LANDSCAPE TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY.**
- 5. WITHIN THREE MONTHS OF THE DATE OF THIS PERMIT, PLANTING OF SUITABLE ADVANCED SCREENING PLANTS MUST BE UNDERTAKEN ON THE LAND TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY BETWEEN THE PROPOSED DEVELOPMENT AND THE RESIDENCE LOCATED ON THE ADJOINING PROPERTY.**
- 6. THIS PERMIT WILL EXPIRE IF THE DEVELOPMENT IS:**
  - (a) NOT COMMENCED WITHIN TWO YEARS, OR**
  - (b) IF COMMENCED WITHIN TWO YEARS, IS NOT COMPLETED WITHIN FOUR YEARS OF THE DATE THIS PERMIT WAS ISSUED.**

**THE RESPONSIBLE AUTHORITY MAY CONSIDER EXTENDING THE PERIODS REFERRED TO ABOVE IF A REQUEST IS MADE IN WRITING BEFORE THE PERMIT EXPIRES OR WITHIN SIX MONTHS AFTERWARDS.**

**CARRIED**

## **13 Environmental sustainability**

### **13.1 Environmental sustainability report (DTS)**

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

This report was prepared by Mr Shariful Rony, Technical 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:**

This report is a bi-monthly report on Environmental Sustainability activities throughout the Shire.

#### **Waste concrete**

There is approximately 1,000m<sup>3</sup> of waste concrete at the Corryong Resource Recovery Centre and Tallangatta Transfer Station. A request for tender was released for the crushing of the concrete. Two submissions were received and the contract has been awarded. Concrete crushing is expected to be completed by the end of April 2017. The final product produced will be used for a wide variety of projects including road base and hardstands at Council's waste management sites.

#### **E-Waste**

Council participated in the regional contract for E-waste collection and recycling coordinated by North East Waste and Resource Recovery Group (NEWRRG). This contract for the collection and recycling of E-waste ended in March 2016. The new contract has been awarded to Sims Recycling Solutions who have delivered new E-waste cages to the Corryong Resource Recovery Centre and Tallangatta Transfer Station.

#### **Scrap Metal**

Sims Metal Management collected scrap metals from the Corryong Resource Recovery Centre and Tallangatta Transfer Station in January 2017 under a regional collection contract. The contract with Sims Metal Management will expire on 14 August 2017. The contractor has expressed an interest in extending the contract for another twelve months at a contract negotiation meeting of North East Waste and Resource Recovery group (NEWRRG) held on 9 March 2017. The contractor raised

concern about variations in global metal prices and wants to renegotiate the contract conditions with the participating Councils. The details of these changes are being investigated.

### **Tyres**

Concrete blocks have been delivered to the Tallangatta Transfer Station (TTS) as part of an initiative to stack the tyres in a way that conforms to the EPA's "Landfills exempt from licensing" document and "Fire Services Guideline: Open Air Storage of New or Used Tyres" to ensure that the delivery and collection of tyres is more efficient. Council will use the blocks to construct a Tyre enclosure for stacking the tyres based on size.

### **Kerbside Collection Audit**

An audit is in progress to check that properties using Council's kerbside collection service are paying the appropriate charges. Mapping and Dash Cam data from the garbage trucks are being analysed and site inspections carried out as part of this audit. Letters will be sent to property owners on a case by case basis following the completion of these investigations.

### **Landfill Operations**

Preparations are underway to seek tenders to construct a new landfill cell and install an engineered liner at the Corryong Landfill. The construction of the new cell is expected to commence early in the new financial year, pending contractor availability and weather.

### **Green waste and Timber Processing**

Council is participating in a regional contract for Green Waste and Timber Processing coordinated by Albury City Council. The contract has been awarded to Aus-Shredding. The new contractor will start processing the green waste and timber in April 2017 at Council's Resource Recovery sites in Corryong and Tallangatta.

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

Nil.

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

Nil.

**Budget Impact:**

		Feb 2017 YTD (Actual) \$	Feb 2017 YTD (Budget) \$	Feb 2017 YTD (Variance) \$	Feb 2017 YTD (Variance) %	2016/17 Full Year (Budget) \$
	Note					
<b>Income</b>						
Kerbside Collection		848,498	823,800	24,698	3%	852,700
Waste Facilities Management		455,390	427,234	28,156	7%	447,500
<b>Total Income</b>		<b>1,303,888</b>	<b>1,251,034</b>	<b>52,854</b>	<b>4%</b>	<b>1,300,200</b>
<b>Expenditure</b>						
Kerbside Collection	1	418,575	382,190	(36,385)	(10%)	557,482
Waste Facilities Management	2	208,708	192,360	(16,348)	(8%)	404,653
<b>Total Expenditure</b>		<b>627,283</b>	<b>574,550</b>	<b>(52,733)</b>	<b>(9%)</b>	<b>962,135</b>
<b>Net Income / (Expenditure)</b>		<b>676,605</b>	<b>676,484</b>	<b>121</b>	<b>0%</b>	<b>338,065</b>

Notes:

Kerbside collection - refers to the income and expenditure attributable to the collection of garbage and recycling from the kerbside of ratepayers properties.

Waste Facilities Management - refers to the income and expenditure attributable to landfills, transfer stations, green waste and hard waste collection and disposal.

1. Garbage bin purchases of \$20k (Timing Variance).

2. An invoice for landfill rental for 2017/18 has been received and paid in advance. An amount needs to be prepaid and recognised in next financial year.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

The Environmental Sustainability area is making good progress in relation to the Council Plan.

**CR TOLSHER  
CR STAR**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## **14 Economic and tourism development**

### **14.1 Economic Development Report (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:**

This report is a bi-monthly report on Economic Development activities throughout the Shire.

#### **Man from Snowy River Bush Festival**

The Man from Snowy River Bush Festival will be held from 31 March to 2 April 2017. The Corryong Visitor Information Centre is involved in selling tickets and redeeming pre-paid tickets for both the Festival and for pre-paid camping on the Corryong Recreation Reserve from Monday 27 March 2017 to Saturday 1 April 2017.

The Man from Snowy River Festival continues to grow and refine the way that tickets are sold, with a ticket booth being open on the Recreation Reserve from Monday for the 2017 event. This is the first time that the Festival has had ticket sales at the Recreation Reserve as early as Monday and the first time that camping has been offered as a pre-paid sales item. A full report on the Festival outcomes and the Visitor Information Centre's involvement will be provided for the June Council Meeting.

#### **Mitta Valley Tourism Group**

Council staff met with the Mitta Valley Tourism Group in February 2017 to discuss a way forward with proposed joint projects including the Our Valley, Our Future funded signage project.

A series of meetings has been set for throughout 2017 to assist in building stronger relationships and communication with the Tourist Group. Key focus areas include improving social media presence for the Valley, utilisation of the Mitta Valley logo and promoting the activities available to travellers along the Omeo Highway. These will be progressed throughout the year.

## **Telecommunications**

The mobile tower at Dartmouth, funded through Round 1 of the Mobile Telecommunications Blackspot Program, was launched on 22 February 2017 by Cathy McGowan AO MP, Member for Indi.

The rollout of mobile towers across the Towong Shire will continue throughout 2017 and 2018 for locations funded through Round 1 of the program and into 2020 for towers funded through Round 2.

## **The Feasibility of the Narrows Project**

Council is auspicing the “once and for all” Feasibility Assessment of the Narrows Project (with input from leading experts in dam engineering, economic analysis and other disciplines).

A technical feasibility study and cost benefit analysis has been completed and a project ‘Fact Sheet’ has been prepared. These documents have been publicly released and Council is now seeking feedback from the community.

An information display has been created within the Tallangatta Library and Community Centre to provide copies of the documents and feedback forms. Public meetings will be held on 26 and 27 March 2017 to allow for the community to hear from experts and provide feedback.

The information display will be removed on 31 March 2017 and a report prepared for the Project Steering Group detailing the outcomes of the community feedback. The Project Steering Group will consider the outcomes report and prepare advice for the Victorian State Government. The Victorian Government will decide whether additional studies are required.

## **Future of the Dairy Industry**

On 22 February 2017 the Alpine Valleys Dairy Pathways Project (AVDPP) hosted a meeting in Tangambalanga to explore the future of the dairy industry. While there has been significant focus on the short term effects of the downturn in pricing, the long term future of the industry needs to be the focus of efforts if it is to grow and prosper. The meeting was attended by Ms Rebekha Sharkie MP, Ms Cathy McGowan AO MP and leaders from across the dairy industry.

Following the meeting in Tangambalanga, the AVDPP decided that it would be appropriate to send a delegation to Canberra to meet with various Members of Parliament regarding specific policy priorities which would assist the dairy industry



long term. Cr David Wortmann will attend Canberra with the group on 23 March 2017.

**Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

Nil.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

The Economic Development area is making good progress in relation to the Council Plan.

**CR STAR  
CR SCALES**

**THAT THE REPORT BE NOTED.**

**CARRIED**

## 15 Councillor Reports

### 15.1 Opening of the NECMA Office Tallangatta (Cr Wortmann)

<b>Date of Meeting/Event:</b>	28 February 2017
<b>Key information presented/discussed at meeting:</b>	<p>CEO Juliana Phelps, Director of Community and Corporate Services Jo Shannon and myself attended the opening of the NECMA office. The refurbished old SES building has been transformed into a modern office layout and would be the envy of many other government offices. I must thank our Director of Technical Services Jamie Heritage who managed the refurbishment.</p> <p>Lyn Coulston Chair of the NECMA Board officially opened the building. Lyn expressed how delighted she was to have a NECMA presence in Tallangatta.</p>
<b>Members Thoughts:</b>	<b>Comments</b> The location of the office in Tallangatta will be great for the staff as it is centrally located in the area that they service and it will also benefit the economy of the town. The office is modern and fit for purpose for the NECMA organisation.
<b>Action Required:</b>	Nil.
<b>Additional Info Available:</b>	Nil.

## 15.2 Alpine Valleys Dairy Pathways Program (AVDPP) Delegation to Canberra (Cr Wortmann)

<b>Date of Meeting/Event:</b>	22 March 2017
<b>Key information presented/discussed at meeting:</b>	<p>I was invited to be part of the Alpine Valleys Dairy Pathways Program Delegation, which consisted of Stuart Crosthwaite, Patten Bridge, Karen Moroney, Patrick Glass and Scot McKillop.</p> <p>The purpose of the delegation was to explain to as many politicians and their departments the suggested four solutions and requirements to help not only the dairy industry but agriculture and rural communities in general. The four areas that were covered were as follows:</p> <ul style="list-style-type: none"><li>* Farm Succession/Transition</li><li>*Efficient and Productive Use Of Water in the Alpine Valleys</li><li>*Access To Reliable And Affordable Power and Connectivity</li><li>*Improving Agricultural Education Outcomes in the Alpine Valleys</li></ul> <p>The day began with us all meeting at Parliament House at 7-30 am, where we met local member for Indi Cathy McGowan. I cannot thank Cathy and her staff Di and Chris enough for organising all our meetings and accompanying us and guiding us to and from our meetings.</p> <p>We met the following people:</p> <ul style="list-style-type: none"><li>- The Hon Joel Fitzgibbon Shadow Minister for Agriculture and Forestry, Shadow Minister for Rural and Regional Australia.</li><li>- The Hon Rebekah Sharkie Member for Mayo representing the Xenophon Party.</li><li>- The Hon Karen Andrews Assistant Minister for</li></ul>

	<p>Vocational Education and Skills.</p> <p>The Delegation then had a media opportunity.</p> <p>Senator Jane Hume - Senator for Victoria.</p> <p>The Delegation visited the House of Representatives Chamber to listen to Cathy McGowan's speech.</p> <p>We met with staff from the NFF:</p> <ul style="list-style-type: none"> <li>- Peter Chesworth Senior Adviser to Minister Sinodinos Minister for Industry, Innovation and Science, Member of Ministerial Regional Taskforce.</li> <li>- Senator the Hon Anne Ruston Assistant Minister of Agriculture and Water Resources.</li> <li>- Simon Price Senior Advisor Office of Barnaby Joyce Deputy PM Minister for Agriculture and Water Resources.</li> <li>- Senator Janet Rice - Senator for Victoria.</li> <li>- Senator the Hon Fiona Nash - Minister for Regional Development.</li> </ul> <p>The Delegation was invited to a function at the end of the day hosted by the member for Farrer Susan Ley, it was a showcase of local produce from the Farrer electorate.</p> <p>After a very long day we all headed down the freeway. I believe the day was most worthwhile, we established some important contacts and most politicians now have a better understanding of some the solutions to the impediments and difficulties facing agriculture and rural communities in our valleys.</p>
<p><b>Members Thoughts:</b></p>	<p><b>Comments</b> I must thank the Members of the delegation for their presentations throughout the day.</p>

<b>Action Required:</b>	Nil.
<b>Additional Info Available:</b>	Nil.

### **15.3 Murray Arts (Cr Star)**

Verbal report

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

Verbal report

### **15.5 Mitta Valley Incorporated (Cr Scales)**

Verbal report

### **15.6 North East Waste and Resource Recovery Group (Cr Tolsher)**

Verbal report

### **15.7 Alpine Valleys Dairy Pathways Project (Cr Wortmann)**

Verbal report

**CR TOLSHER  
CR WHITEHEAD**

**THAT THE COUNCILLOR REPORTS BE NOTED.**

**CARRIED**

## **16 Urgent business**

Nil.

## **17 Committee minutes**

### **17.1 Local Government Waste Forum (Cr Tolsher)**

The unconfirmed minutes from the Local Government Waste Forum held on 20 February 2017 are attached at [Appendix 8](#) for information.

**CR STAR  
CR TOLSHER**

**THAT THE UNCONFIRMED MINUTES FROM THE LOCAL GOVERNMENT WASTE FORUM BE NOTED.**

**CARRIED**

**J Shannon left the Council Chambers at 11.22 am.**

### **17.2 Hume Region Local Government Network (Cr Wortmann)**

The unconfirmed minutes from the Hume Region Local Government Network held on 9 March 2017 are attached at [Appendix 9](#) for information.

**CR TOLSHER  
CR WHITEHEAD**

**THAT THE UNCONFIRMED MINUTES FROM THE HUME REGION LOCAL GOVERNMENT NETWORK BE NOTED.**

**CARRIED**

### 17.3 Upper Murray Business Incorporated (Cr Star)

The unconfirmed minutes from the Upper Murray Business Incorporated meeting held on 14 March 2017 are attached at [Appendix 10](#) for information.

**CR STAR**

**CR WHITEHEAD**

**THAT THE UNCONFIRMED MINUTES FROM THE UPPER MURRAY BUSINESS INCORPORATED MEETING BE NOTED.**

**CARRIED**

## **18 Occupational Health and Safety**

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

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

**CR TOLSHER  
CR WHITEHEAD**

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

**CARRIED**

**J Shannon returned to the Council Chamber at 11.25 am.**

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

The following policies were tabled for review at the 7 February 2017 Council Meeting and are presented at [Appendix 12](#) for adoption. Please note that recommended changes are shown in red.

- Fraud and Corrupt Conduct (CEO)
- Fraud, Corrupt Conduct Conflict of Interest Reporting Procedure (DCCS)
- Investment (DCCS)
- Kerbside Refuse and Recycling Collection (DTS)
- Privacy (DCCS)
- Community Use of Council Meeting Spaces and Facilities (MES)
- Councillor Resources (DCCS)
- Human Rights (DCCS)
- Issue Resolution (DCCS)
- No Smoking (DCCS)
- Protected Disclosure (DCCS)
- Social Media (DCCS)



**CR STAR  
CR TOLSHER**

**THAT THE FOLLOWING POLICIES AS AMENDED AND PRESENTED BE ADOPTED.**

- **FRAUD AND CORRUPT CONDUCT**
- **FRAUD, CORRUPT CONDUCT CONFLICT OF INTEREST REPORTING PROCEDURE**
- **INVESTMENT**
- **KERBSIDE REFUSE AND RECYCLING COLLECTION**
- **PRIVACY**
- **COMMUNITY USE OF COUNCIL MEETING SPACES AND FACILITIES**
- **HUMAN RIGHTS**
- **ISSUE RESOLUTION**
- **NO SMOKING**
- **PROTECTED DISCLOSURE**
- **SOCIAL MEDIA**

**CARRIED**

The following policies are attached at [Appendix 13](#) for review. Councillors are requested to provide feedback on the policy to the Responsible Officer by 2 May 2017.

- Asset Management (CAE)
- Road Construction (DTS)

## **20 Sealing of documents**

### **20.1 Private Works Licence - Recreation Structures – Tallangatta Foreshore (02/11/0039-DTS)**

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

This report was prepared by the Project Manager, Mr Peter Sacco (Bedrock Australia) for the Director Technical Services.

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

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

In late 2015, the Federal Government announced a \$2.65m grant to Towong Shire Council for the Destination Tallangatta Project. The proposed works pertaining to the foreshore area include improving connectivity to the centre of Tallangatta with new footpaths, enhancements to the existing walking path, enhanced landscaping and creation of a natural amphitheatre suitable for open air events, a new playground area as well as a range of new park furniture and pavilions.

The Goulburn Murray Water (GMW) Private Works Licence relates to the redevelopment works that Council is currently implementing on the Tallangatta Foreshore as part of the Destination Tallangatta project.

While Council has previously received verbal approval from GMW for works to commence and proceed as per the original concept plans, the Works Licence is required to ensure that detail around designs of structures, refurbishments and landscaping works are formerly documented and approved.

An existing agreement is in place between GMW and Council outlining that any new infrastructure that Council installs will be Council's responsibility to maintain.

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

Nil.

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

Nil.

**Budget Impact:**

Council is required to maintain any new infrastructure.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Consultation with Goulburn Murray Water as a key stakeholder commenced in 2015 to support the funding application and resumed in February 2016 to support project delivery. Broader community consultation commenced in April 2016 and has been ongoing over the last 12 months. Community support for the project to date has been positive.

**Discussion/Officers View:**

It is the Project Manager's view that the redevelopment works will be a positive enhancement to the Tallangatta foreshore. The new infrastructure will be a welcomed improvement for residents, promoting greater use of the asset while creating interesting and attractive spaces for tourists visiting the town.

It is therefore recommended that Council enter into a Private Works Licence with GMW for the Tallangatta Foreshore Infrastructure works.

**CR TOLSHER  
CR SCALES**

**THAT THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL  
CONSTRUCTION, USE AND MAINTENANCE OF PRIVATE WORKS LICENCE  
NUMBER HW1, PROPERTY NUMBER 8152860.**

**CARRIED**

**D Snaith left the Council Chamber at 11.35 am.**

## **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

**CR WHITEHEAD  
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 11.36 AM.**

**CARRIED**

**D Snaith returned to the Council Chamber at 11.39 am.**

**CR WHITEHEAD  
CR TOLSHER**

**THAT THE MEETING BE REOPENED TO THE PUBLIC THE TIME BEING 11.41 AM.**

**CARRIED**

## **21.1 Tender Assessment - Purchase of New Backhoe Tender No: 1711-0905**

**CR TOLSHER  
CR STAR**

**THAT:**

- 1. THE TENDER FROM CADMAN MACHINERY FOR A JCB 3CX ELITE BACKHOE FOR A LUMP SUM OF \$170,900.00 (EX GST) WITH NO TRADE BE ACCEPTED; AND**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE CONTRACT DOCUMENTS FOR THE PURCHASE.**

**CARRIED**

**Council then returned to Item 12.1 - Planning Permit Application 2016/073.**

There being no further business the meeting closed at 11.56 am.

Minutes confirmed this ..... day of ..... 2017.

---

**Mayor**