Agenda

Ordinary Meeting of Council

Corryong Council Office

Tuesday 4 July 2017
AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT TOWONG SHIRE COUNCIL, CORRYONG OFFICE ON TUESDAY 4 JULY 2017 COMMENCING AT 10.30 AM.

Commonly used acronyms

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

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

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

Amen.”

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

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

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

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

5 **Confirmation of minutes**

6 June 2017

**RECOMMENDATION:**

**THAT THE MINUTES OF THE ORDINARY MEETING HELD ON 6 JUNE 2017 AS CIRCULATED BE CONFIRMED.**

6 **Petitions, joint letters and declarations**
7 **Assembly of Councillors**

A written record of the Assemblies of Councillors from 23 May to 26 June 2017 is included at Appendix 1.

**RECOMMENDATION:**

**THAT THE INFORMATION BE NOTED.**

8 **Open Forum**
9  Organisational improvement

9.1  Finance Report as at 31 May 2017 (06/02/0021-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

<table>
<thead>
<tr>
<th>Note</th>
<th>May-17 Actual</th>
<th>May-17 Budget</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
<th>Variance %</th>
<th>2016/17 Full Year Budget</th>
<th>2016/17 Full Year Achieved</th>
<th>2016/17 Full Year Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td>1 2,435</td>
<td>1,344</td>
<td>17,565</td>
<td>15,944</td>
<td>1,621</td>
<td>10%</td>
<td>16,975</td>
<td>103%</td>
<td>16,549</td>
</tr>
<tr>
<td>Expenditure</td>
<td>2 767</td>
<td>662</td>
<td>8,146</td>
<td>8,786</td>
<td>640</td>
<td>7%</td>
<td>14,002</td>
<td>58%</td>
<td>13,949</td>
</tr>
<tr>
<td>Surplus/(Deficit)</td>
<td>1,668</td>
<td>682</td>
<td>9,419</td>
<td>7,158</td>
<td>2,261</td>
<td>32%</td>
<td>2,973</td>
<td>317%</td>
<td>2,600</td>
</tr>
</tbody>
</table>

Table 1: Operating Result

Note 1:
Council’s YTD income at 31 May 2017 is $17.5 million against a budget of $15.9 million. The major items contributing to the $1,621,000 variance include:

- Revenue received that was not budgeted in 2016/17:
  - $207,000 in 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
  - $148,000 in income to offset the expenses for providing the Secretariat service for Rural Councils Victoria (new project)
  - $139,000 for North East Water’s contribution to Destination Tallangatta project was invoiced and recognised as revenue in September 2016
  - $135,000 for the ‘Improving Connections’ – Hanson St, Corryong project (new project)
- $100,000 for the final instalment for the completion of the Tallangatta Integrated Community Centre (timing difference – was originally budgeted in 2015/16).

Further details are provided in the ‘Grant Income’ section of this report.

- Revenue received ahead of anticipated timing in the budget:
  - $614,000 for the Roads to Recovery program
  - $38,000 for the Narrows project.

- Revenue budgeted that will not be received:
  - $70,000 relating to the State Revenue Office contribution to the total cost of the Shire general revaluation. Historically Council engaged the valuer to undertake the general revaluation and on charged 50% of the cost to the State Revenue Office. With Council electing to appoint the Valuer-General Victoria (VGV) as the valuation authority in 2015, the VGV now engages the valuer and on charges 50% of the cost to Council. There has been a marginal saving to Council as a result of this change.
  - $32,000 relating to the State Government contribution 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 31 May 2017 is $8.1 million against a budget of $8.7 million. The major items contributing to the $640,000 favourable variance include:

- Expenditure savings of:
  - $290,000 in staffing costs for the Tallangatta Long Day Care, due to not becoming operational until January 2017, though budgeted to be operational from July 2016
  - $202,000 in Executive Services due to a vacancy and variations to employment structure compared to budget
  - $119,000 in other costs of the childcare facility (including learning materials, nappies, cleaning etc) that commenced operation in January 2017 (permanent difference). These costs were budgeted from July 2016
  - $102,000 in the costs of operating the Planning department due to two vacancies. Contractors have been engaged to cover these planning vacancies and it is expected that there will be a saving to Council.
  - $83,000 in relation to the operational costs of the Bushfire Camera Network
  - $46,000 in election costs due to voting not being required for Councillor election as the number of nominations filled the number of vacancies.

- Expenses that were not budgeted for in 2016/17:
  - $366,000 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
  - $67,000 in expenses incurred in providing the Secretariat service for Rural Councils Victoria (new project). This expense is directly offset by revenue received from RCV to provide the service
  - $60,000 for the ‘Bushies Hit for Six’ cricket net upgrade at Rowen Park, which is offset by unbudgeted grant income received (new project).

- YTD to 31 May 2017 Council is operating at 64.2 EFT staff against a budget of 70.1 EFT.
Grant Income

<table>
<thead>
<tr>
<th>Note</th>
<th>May-17 (Actual)</th>
<th>YTD (Actual)</th>
<th>YTD (Budget)</th>
<th>YTD (Variance)</th>
<th>YTD (Variance)</th>
<th>2016/17 Full Year (Achieved) (Budget)</th>
<th>2016/17 Full Year (Forecast)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$’000</td>
<td>$’000</td>
<td>$’000</td>
<td>%</td>
<td>%</td>
<td>$’000</td>
<td>$’000</td>
</tr>
<tr>
<td>Recurrent</td>
<td>1,993</td>
<td>6,615</td>
<td>5,838</td>
<td>777</td>
<td>13%</td>
<td>6,488</td>
<td>102%</td>
</tr>
<tr>
<td>Non Recurrent</td>
<td>282</td>
<td>1,734</td>
<td>992</td>
<td>742</td>
<td>75%</td>
<td>1,146</td>
<td>151%</td>
</tr>
<tr>
<td>Total</td>
<td>2,275</td>
<td>8,349</td>
<td>6,830</td>
<td>1,519</td>
<td>22%</td>
<td>7,634</td>
<td>109%</td>
</tr>
</tbody>
</table>

Table 2: Grant Income

Note 1:
Council’s YTD recurrent grant income at 31 May 2017 is $6,615,000 against a budget of $5,838,000. The major items contributing to the $777,000 favourable variance include:

- Revenue received earlier than anticipated:
  - $614,000 for the Roads to Recovery program.

- Revenue received that was not budgeted:
  - $207,000 in 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.

- 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.
Note 2:
Council’s YTD non-recurrent grant income at 31 May 2017 is $1,734,000 against a budget of $992,000. The major items contributing to the $742,000 favourable variance include:

- Revenue received that was not budgeted in 2016/17:
  - $135,000 for the ‘Improving Connections’, Hanson St, Corryong Project (new project)
  - $100,000 for the final instalment of the Tallangatta Integrated Community Centre (timing variance, was originally budgeted in 2015/16)
  - $85,000 for the Mitta North Road Intersection improvement (new project)
  - $80,000 for the Omeo Highway Pedestrian Path, Eskdale upgrade (new project)
  - $80,000 for the Walwa streetscape (new project)
  - $56,000 for the ‘Bushies Hit for Six’ for cricket nets upgrade at Rowen Park Tallangatta (new project)
  - $45,000 for the final instalment for the completion of the Wyeeboo 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:

<table>
<thead>
<tr>
<th>Recurring</th>
<th>$'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Victorian Grants Commission - General Purpose Funding</td>
<td>2,276</td>
</tr>
<tr>
<td>Roads to Recovery (R2R)</td>
<td>2,214</td>
</tr>
<tr>
<td>Victorian Grants Commission - Local Roads Funding</td>
<td>1,407</td>
</tr>
<tr>
<td>Maternal and Child Health</td>
<td>139</td>
</tr>
<tr>
<td>Corryong Pre School</td>
<td>115</td>
</tr>
<tr>
<td>Library</td>
<td>110</td>
</tr>
<tr>
<td>Tallangatta Pre School</td>
<td>93</td>
</tr>
<tr>
<td>Berringa Pre School</td>
<td>68</td>
</tr>
<tr>
<td>Municipal Emergency Resourcing Program</td>
<td>60</td>
</tr>
<tr>
<td>Community Access</td>
<td>34</td>
</tr>
<tr>
<td>Weed Project</td>
<td>31</td>
</tr>
<tr>
<td>Occasional Child Care</td>
<td>29</td>
</tr>
<tr>
<td>Pre-School Cluster</td>
<td>26</td>
</tr>
<tr>
<td>School Crossing Supervisor</td>
<td>9</td>
</tr>
<tr>
<td>Health Admin</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total Recurring Grants</strong></td>
<td><strong>6,615</strong></td>
</tr>
</tbody>
</table>

| Competitive and Non-Competitive                                           |       |
| Destination Tallangatta - NSRF                                           | 798   |
| Aerodrome Corryong                                                        | 150   |
| Improved Connections Hanson Street project                                | 135   |
| Tallangatta Integrated Community Centre                                  | 100   |
| Mitta North Rd Intersection Improvement                                   | 85    |
| Omeo Hwy Pedestrian Path Eskdale                                         | 80    |
| Walwa Streetscape                                                         | 80    |
| Tallangatta Multi-sport Precinct                                         | 56    |
| L2P Program                                                               | 47    |
| Wyeeboo Multi Purpose Facility                                           | 45    |
| The Narrows Project                                                      | 38    |
| TICC banking on Solar                                                     | 29    |
| Community Health and Wellbeing                                           | 19    |
| Corryong Memorial Hall                                                   | 18    |
| Upper Murray 2030 Vision                                                  | 15    |
| Tallangatta Pre School Capital Grants                                     | 11    |
| Corryong Tennis Courts Grant                                             | 10    |
| Beat the Heat - Tree Project                                             | 8     |
| Freeza Funding                                                            | 6     |
| Seniors Week                                                              | 2     |
| Youth Week                                                                | 2     |
| **Total Competitive and Non-Competitive Grants**                         | **1,734** |

**Total Grants Received** 8,349

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:

<table>
<thead>
<tr>
<th>Unexpended Grants</th>
<th>$'000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roads to Recovery (R2R)</td>
<td>407</td>
</tr>
<tr>
<td>Corryong Swimming Pool Upgrade Grant</td>
<td>218</td>
</tr>
<tr>
<td>Improved Connections Hanson Street project</td>
<td>135</td>
</tr>
<tr>
<td>Community Access</td>
<td>109</td>
</tr>
<tr>
<td>Country Roads and Bridges</td>
<td>105</td>
</tr>
<tr>
<td>Mitta North Rd Intersection Improvement</td>
<td>85</td>
</tr>
<tr>
<td>Omeo Hwy Pedestrian Path Eskdale</td>
<td>80</td>
</tr>
<tr>
<td>Walwa Streetscape</td>
<td>80</td>
</tr>
<tr>
<td>Maternal and Child Health Enhancement</td>
<td>42</td>
</tr>
<tr>
<td>Flood Recovery Officer</td>
<td>40</td>
</tr>
<tr>
<td>Local Gov Business Collaboration</td>
<td>32</td>
</tr>
<tr>
<td>Tallangatta Neighbourhood House</td>
<td>29</td>
</tr>
<tr>
<td>TICC banking on Solar</td>
<td>29</td>
</tr>
<tr>
<td>The Narrows Project</td>
<td>25</td>
</tr>
<tr>
<td>L2P Program</td>
<td>24</td>
</tr>
<tr>
<td>Bushfire Management Overlay</td>
<td>13</td>
</tr>
<tr>
<td>Kinder Enrolment</td>
<td>12</td>
</tr>
<tr>
<td>Children Services Review</td>
<td>10</td>
</tr>
<tr>
<td>Improving Liveability of Older People</td>
<td>10</td>
</tr>
<tr>
<td>Freeza Funding</td>
<td>9</td>
</tr>
<tr>
<td>Beat the Heat - Tree Project</td>
<td>8</td>
</tr>
<tr>
<td>Weed Project</td>
<td>6</td>
</tr>
<tr>
<td><strong>Total Unexpended Grants</strong></td>
<td><strong>1,508</strong></td>
</tr>
</tbody>
</table>

Table 4: Unexpended Grants
CASH POSITION

*Cash on Hand*

The cash position moved during the month as detailed below:

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>Prior Month</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>May-17</td>
<td>Apr-17</td>
<td>$</td>
</tr>
<tr>
<td>Unexpended Grants</td>
<td>1,508,834</td>
<td>1,124,862</td>
<td>383,972</td>
</tr>
<tr>
<td>Other Provisions and Reserves</td>
<td>541,802</td>
<td>541,802</td>
<td>-</td>
</tr>
<tr>
<td>Restricted Funds</td>
<td>2,050,636</td>
<td>1,666,664</td>
<td>383,972</td>
</tr>
<tr>
<td>Provision for Employee Entitlements</td>
<td>1,064,669</td>
<td>1,079,126</td>
<td>(14,457)</td>
</tr>
<tr>
<td>Other Unrestricted Funds</td>
<td>10,940,980</td>
<td>9,207,528</td>
<td>1,733,452</td>
</tr>
<tr>
<td>Total Unrestricted Funds</td>
<td>12,005,649</td>
<td>10,286,654</td>
<td>1,718,995</td>
</tr>
<tr>
<td>Section 86 Committee Funds</td>
<td>190,555</td>
<td>190,555</td>
<td>-</td>
</tr>
<tr>
<td>Total Investments</td>
<td>14,246,840</td>
<td>12,143,873</td>
<td>2,102,967</td>
</tr>
<tr>
<td>Bank and Cash on Hand</td>
<td>444,130</td>
<td>156,003</td>
<td>288,127</td>
</tr>
<tr>
<td>Total Cash</td>
<td>14,690,970</td>
<td>12,299,876</td>
<td>2,391,094</td>
</tr>
</tbody>
</table>

Average Interest Rate          | 2.42%         | 2.58%       |
Investments were made up of the following at the month end:

<table>
<thead>
<tr>
<th>Date</th>
<th>Product</th>
<th>Institution</th>
<th>Principal</th>
<th>Yield</th>
<th>Term</th>
<th>Rating</th>
<th>Maturity</th>
</tr>
</thead>
<tbody>
<tr>
<td>17/11/2016</td>
<td>Term Deposit</td>
<td>AMP</td>
<td>1,500,000</td>
<td>2.70%</td>
<td>215 Days</td>
<td>A1</td>
<td>20/06/2017</td>
</tr>
<tr>
<td>17/03/2016</td>
<td>Term Deposit</td>
<td>AMP</td>
<td>1,000,000</td>
<td>2.75%</td>
<td>180 Days</td>
<td>A1+</td>
<td>13/09/2017</td>
</tr>
<tr>
<td>14/03/2017</td>
<td>Term Deposit</td>
<td>Bendigo Bank</td>
<td>1,000,000</td>
<td>2.55%</td>
<td>184 Days</td>
<td>A2</td>
<td>14/09/2017</td>
</tr>
<tr>
<td>3/05/2017</td>
<td>Term Deposit</td>
<td>Bank of Queensland</td>
<td>1,500,000</td>
<td>2.65%</td>
<td>184 Days</td>
<td>A2</td>
<td>3/11/2017</td>
</tr>
<tr>
<td>8/02/2016</td>
<td>Term Deposit</td>
<td>ME Bank</td>
<td>1,000,000</td>
<td>2.70%</td>
<td>273 Days</td>
<td>A2</td>
<td>8/11/2017</td>
</tr>
<tr>
<td>18/05/2017</td>
<td>Term Deposit</td>
<td>Bank of Queensland</td>
<td>1,500,000</td>
<td>2.80%</td>
<td>186 Days</td>
<td>A2</td>
<td>20/11/2017</td>
</tr>
<tr>
<td>9/03/2017</td>
<td>Term Deposit</td>
<td>Bendigo Bank</td>
<td>1,000,000</td>
<td>2.65%</td>
<td>214 Days</td>
<td>A2</td>
<td>9/10/2017</td>
</tr>
<tr>
<td>5/04/2017</td>
<td>Term Deposit</td>
<td>AMP</td>
<td>1,000,000</td>
<td>2.75%</td>
<td>188 Days</td>
<td>A1</td>
<td>10/10/2017</td>
</tr>
<tr>
<td>11/01/2017</td>
<td>Term Deposit</td>
<td>WAW</td>
<td>863,327</td>
<td>2.60%</td>
<td>368 Days</td>
<td>A1</td>
<td>11/02/2018</td>
</tr>
<tr>
<td>N/A</td>
<td>Cash Management</td>
<td>Westpac</td>
<td>3,692,958</td>
<td>1.55%</td>
<td>On Call</td>
<td>AA-</td>
<td>N/A</td>
</tr>
<tr>
<td>N/A</td>
<td>S86 Committees</td>
<td>Various</td>
<td>190,555</td>
<td>4.68%</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Total Investments: 14,246,840

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:

<table>
<thead>
<tr>
<th>Rates, charges and FSPL Debtors</th>
<th>Amount</th>
<th>Received May-17</th>
<th>% Collected May-17</th>
<th>Received YTD</th>
<th>Collected YTD</th>
<th>Balance Outstanding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Levied 2016/17</td>
<td>8,770,583</td>
<td>1,222,723</td>
<td>13.9%</td>
<td>7,899,213</td>
<td>90.1%</td>
<td>871,370</td>
</tr>
<tr>
<td>Arrears prior to 2016/17</td>
<td>596,030</td>
<td>20,215</td>
<td>3.4%</td>
<td>396,176</td>
<td>66.5%</td>
<td>199,854</td>
</tr>
<tr>
<td><strong>Total Charges</strong></td>
<td><strong>1,242,938</strong></td>
<td><strong>8,295,388</strong></td>
<td><strong>7,899,213</strong></td>
<td><strong>90.1%</strong></td>
<td><strong>871,370</strong></td>
<td></td>
</tr>
</tbody>
</table>

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

Please note that $301,000 of payments were received for ‘rates and charges levied 2016/17’ in the first week of June. With the payments received May 2017 YTD and the payments received in the first week of June this equates to 93.5% of current year rates and charges collected YTD.
Debt Collection

At 31 May 2017 there were 126 rates debtors with an outstanding balance of greater than $200. This is a reduction of 13 debtors since 30 April 2017.

Sundry Debtors

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

<table>
<thead>
<tr>
<th>Sundry Debtors</th>
<th>Future Due Date</th>
<th>Current</th>
<th>30 Days</th>
<th>60 Days</th>
<th>90+ Days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2017</td>
<td>64,020</td>
<td>71,633</td>
<td>64,277</td>
<td>2,376</td>
<td>29,947</td>
<td>232,253</td>
</tr>
<tr>
<td>April 2017</td>
<td>66,770</td>
<td>175</td>
<td>338,227</td>
<td>323,306</td>
<td>173,302</td>
<td>901,781</td>
</tr>
<tr>
<td>Movement</td>
<td>(2,750)</td>
<td>71,457</td>
<td>(273,950)</td>
<td>(320,931)</td>
<td>(143,355)</td>
<td>(669,529)</td>
</tr>
</tbody>
</table>

P:Council Agendas\2017\07 July\4 July 2017-Corryong.doc
There is one significant debtor (>20,000) with ageing of 30 days to 60 days as follows:

<table>
<thead>
<tr>
<th>Debtor</th>
<th>Ageing</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Health and Human Services</td>
<td>30 days</td>
<td>$39,952</td>
<td>Pension rebate claim – Instalment 3</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Debtor</th>
<th>Amount</th>
<th>Description</th>
<th>RO</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debtor 17007</td>
<td>$1,540</td>
<td>Cost recovery for slashing</td>
<td>BP</td>
<td>Contact has been made with the debtor and is expected to be recovered.</td>
</tr>
<tr>
<td>Debtor 18925</td>
<td>$3,250</td>
<td>Community contribution</td>
<td>BP</td>
<td>The debtor has requested a meeting with the CEO and a meeting has now been scheduled.</td>
</tr>
<tr>
<td>Debtor 19755</td>
<td>$1,548</td>
<td>50% Cost Recovery for weed control</td>
<td>BP</td>
<td>Contact has been made with the debtor and is expected to be recovered.</td>
</tr>
<tr>
<td>Debtor 20210</td>
<td>$1,100</td>
<td>Fees</td>
<td>BP</td>
<td>Contact has been made with the debtor and is expected to be recovered.</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Local Roads and Bridges Infrastructure - Capital</th>
<th>Note</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Variance</th>
<th>Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>410 Road Construction</td>
<td>1</td>
<td>404,566</td>
<td>359,027</td>
<td>(45,539)</td>
<td>684,027</td>
</tr>
<tr>
<td>411 Pavement Reconstruction</td>
<td>2</td>
<td>216,532</td>
<td>246,496</td>
<td>29,964</td>
<td>296,496</td>
</tr>
<tr>
<td>416 Sealing</td>
<td></td>
<td>41,218</td>
<td>50,000</td>
<td>8,782</td>
<td>50,000</td>
</tr>
<tr>
<td>417 Resealing</td>
<td>3</td>
<td>543,080</td>
<td>1,025,000</td>
<td>481,920</td>
<td>1,025,000</td>
</tr>
<tr>
<td>420 Drainage Construction</td>
<td>4</td>
<td>30,051</td>
<td>130,000</td>
<td>99,949</td>
<td>130,000</td>
</tr>
<tr>
<td>421 Digouts</td>
<td>5</td>
<td>463,772</td>
<td>671,479</td>
<td>207,707</td>
<td>671,479</td>
</tr>
<tr>
<td>422 Resheeting</td>
<td>6</td>
<td>232,087</td>
<td>180,000</td>
<td>(52,087)</td>
<td>230,000</td>
</tr>
<tr>
<td>432 Footpaths</td>
<td>7</td>
<td>122,167</td>
<td>320,000</td>
<td>197,833</td>
<td>431,496</td>
</tr>
<tr>
<td>433 Kerb and Channel</td>
<td>8</td>
<td>143,064</td>
<td>460,737</td>
<td>317,673</td>
<td>460,737</td>
</tr>
<tr>
<td>442 Guardrails</td>
<td></td>
<td>18,100</td>
<td>30,000</td>
<td>11,900</td>
<td>30,000</td>
</tr>
<tr>
<td>450 Bridge Construction</td>
<td></td>
<td>23,330</td>
<td>20,000</td>
<td>(3,330)</td>
<td>20,000</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>2,237,967</td>
<td>3,492,739</td>
<td>1,254,772</td>
<td>4,029,235</td>
</tr>
</tbody>
</table>

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

Note 1:
The construction of Georges Creek Road is complete and intersection works on Towong Street projects are currently sitting at 59% of YTD budgeted expenditure. Invoices for work completed are yet to be received (timing variance).

Note 2:
Final invoices for completed works have not yet been received (timing variance).

Note 3:
Resealing budgeted as part of the Destination Tallangatta project will not be completed until other works are complete. The YTD budget for this resealing is $525,000 (timing variance). This work is now expected to be undertaken in 2017/18.

Note 4:
Drainage works that form part of the Destination Tallangatta project will be completed later than expected (timing variance).

Note 5:
The digout program is complete with the final invoices yet to be received (timing variance).
Note 6:
The resheeting program has finished earlier than anticipated (timing variance).

Note 7:
Footpath works for the Destination Tallangatta project started in May with approximately $100,000 of work invoiced. The YTD budget is $320,000, with the total budget being $411,496 for this part of the project (timing variance).

Note 8:
The Walwa streetscape works will be carried forward to enable community consultation prior to works being undertaken. The Destination Tallangatta streetscape works will be carried forward to 2017/18.

**Local Roads and Bridges Maintenance**

The table below shows maintenance of local roads and bridges. Flood damage works are reported in Table 9 later in this report.

<table>
<thead>
<tr>
<th>Local Roads and Bridges Infrastructure - Maintenance</th>
<th>Note</th>
<th>YTD Actual $</th>
<th>YTD Budget $</th>
<th>Variance $</th>
<th>Annual Budget $</th>
</tr>
</thead>
<tbody>
<tr>
<td>302 Survey and Design</td>
<td></td>
<td>29,366</td>
<td>39,587</td>
<td>10,221</td>
<td>40,000</td>
</tr>
<tr>
<td>304 Pavement Maintenance</td>
<td>1</td>
<td>148,589</td>
<td>120,000</td>
<td>(28,589)</td>
<td>148,000</td>
</tr>
<tr>
<td>306 Grading</td>
<td>2</td>
<td>460,242</td>
<td>421,663</td>
<td>(38,579)</td>
<td>452,000</td>
</tr>
<tr>
<td>308 Shoulder Maintenance</td>
<td></td>
<td>77,138</td>
<td>91,663</td>
<td>14,525</td>
<td>98,000</td>
</tr>
<tr>
<td>310 Drainage Maintenance</td>
<td></td>
<td>152,150</td>
<td>155,837</td>
<td>3,687</td>
<td>167,000</td>
</tr>
<tr>
<td>312 Call Outs</td>
<td>3</td>
<td>24,437</td>
<td>18,337</td>
<td>(6,100)</td>
<td>20,000</td>
</tr>
<tr>
<td>324 General Roadside Maintenance</td>
<td></td>
<td>65,781</td>
<td>68,750</td>
<td>2,969</td>
<td>73,000</td>
</tr>
<tr>
<td>328 Tree Maintenance</td>
<td>4</td>
<td>103,205</td>
<td>90,750</td>
<td>(12,455)</td>
<td>99,000</td>
</tr>
<tr>
<td>330 Footpath Maintenance</td>
<td></td>
<td>10,599</td>
<td>6,000</td>
<td>(4,599)</td>
<td>8,000</td>
</tr>
<tr>
<td>334 Roadside Treatments</td>
<td></td>
<td>5,231</td>
<td>5,000</td>
<td>231</td>
<td>5,000</td>
</tr>
<tr>
<td>336 Signs Maintenance</td>
<td></td>
<td>9,730</td>
<td>11,000</td>
<td>2,270</td>
<td>12,000</td>
</tr>
<tr>
<td>338 Linemarking</td>
<td></td>
<td>4,494</td>
<td>10,000</td>
<td>5,506</td>
<td>10,000</td>
</tr>
<tr>
<td>340 Guideposts</td>
<td>5</td>
<td>17,259</td>
<td>6,413</td>
<td>(10,846)</td>
<td>7,000</td>
</tr>
<tr>
<td>342 Guardrail</td>
<td>6</td>
<td>18,493</td>
<td>29,667</td>
<td>11,174</td>
<td>32,366</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>1,126,714</td>
<td>1,089,667</td>
<td>(37,047)</td>
<td>1,186,366</td>
</tr>
</tbody>
</table>

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

The Local Roads and Bridges maintenance program is budgeted based on the type of work proposed to be undertaken, such as grading, drainage maintenance, pavement maintenance, bridge maintenance, etc. When the maintenance program is actually implemented, the most recent asset inspection data available is used to inform or alter the maintenance program to accommodate the maintenance needs with the greatest priority. This enables the impact of ongoing weather conditions and/or recent significant weather events to be factored into the program. Whilst the
type of work proposed may alter from that originally proposed, the total maintenance program is kept within the total annual budget ($1.19 million for 2016/17).

Note 1:
Pavement maintenance completed earlier than anticipated.

Note 2:
Grading program is complete for 2016/17.

Note 3:
A large volume of callouts have occurred due to the excessive wet weather early in the financial year.

Note 4:
Additional tree works on areas that were considered to be high risk were required.

Note 5:
More guideposts have required to be replaced than expected.

Note 6:
No guardrail repairs have been required (timing variance).

**Flood repairs and maintenance**

<table>
<thead>
<tr>
<th>Note</th>
<th>YTD Actual $</th>
<th>YTD Budget $</th>
<th>Variance $</th>
<th>Annual Budget $</th>
</tr>
</thead>
<tbody>
<tr>
<td>313 Storm/Flood Damage</td>
<td>366,546</td>
<td>-</td>
<td>(366,546)</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>366,546</td>
<td>-</td>
<td>(366,546)</td>
<td>-</td>
</tr>
</tbody>
</table>

Table 9: Local Roads and Bridges – Flood damage works

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 that 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 March 2017 is 106.6%. As this is above the fund’s nominated threshold of 97% there are no additional council contributions required at this time. 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.

Land valuations and the State Taxation Amendments Bill 2017

The State Taxation Acts Amendment Bill 2017 is currently before the Victorian Parliament and will be debated by the Upper House in late June.

It involves the following changes to the Valuation of Land Act 1960:

- to provide for general revaluations to be made annually
- to provide for the Valuer-General to conduct all valuations under the Act.
The above has significant implications on councils in Victoria and as such a statement was released by the Treasurer of Victoria on 6 June 2017. The statement is attached at Appendix 2.

The statement released provided some assurance to the local government sector through the Municipal Association of Victoria (MAV), that the Victorian Government acknowledges the potential impacts of these changes on some Councils.

The statement included a ‘High level principles agreement for centralised annual valuations’. This in summary is an overall commitment that local government will not be financially worse off as a consequence of the movement to annual valuations and the centralisation of the valuation function to the Valuer-General.

A report to Council will be prepared to provide further details once a clear direction is decided.

**RECOMMENDATION:**

**THAT THE FINANCE REPORT BE NOTED.**

### 9.2 Proposed Budget 2017/18 (06/02/0076-DCCS)

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

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

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

**Background/History:**

A proposed Budget for 2017/18, updated Strategic Resource Plan and Long Term Financial Plan have been prepared for consideration by Council. The Budget documentation provides an overview, summary and analysis of Council’s current financial position, the proposed budget for 2017/18 and the long term financial projections through to 2027.

The following key high-level assumptions have been considered in preparing the proposed Budget 2017/18, Strategic Resource Plan and Long Term Financial Plan:

- Cash reserves will be adequate to meet Council commitments over the next ten years
- Borrowings will only be incurred to fund a Council contribution to multigenerational projects
- Asset renewal expenditure to be 100% of the recommended levels
- Service levels to the community to remain the same as in 2016/17

To achieve this, the proposed Budget requires an average general rate and municipal charge increase of 5.55% for the 2017/18 financial year. The proposed Budget also provides for kerbside collection charges to increase by 2.00% and for no increase to the Waste Management Charge.

The 2017/18 financial year is the second year of the State Government’s *Fair Go Rates System*. The Minister announced a rate increase cap of 2.0% in December 2016. This means that councils are limited to an average general rate and municipal charge increase of 2.0% for 2017/18. If a Council seeks an increase above this amount, an application to the Essential Services Commission is required. This process involves a comprehensive review of Council financial data and analysis.

As Council’s proposed rate increase is greater than 2.0% (5.55%), an application was prepared for the Essential Services Commission for a higher rate cap of 5.55% so that Council could continue to provide day-to-day services and infrastructure maintenance and renewal at the current levels. At the 2 May 2017 Council meeting, it was resolved that:

CR SCALES
CR WHITEHEAD

THAT:

1. COUNCIL APPROVE THE APPLICATION TO THE ESSENTIAL SERVICES COMMISSION FOR A HIGHER RATE CAP AS PRESENTED AT APPENDIX TWO AS AMENDED;
2. REGARDLESS OF THE OUTCOME OF THE APPLICATION FOR A HIGHER RATE CAP, COUNCIL MAKE EVERY EFFORT TO KEEP THE 2017/18 RATE AND MUNICIPAL CHARGE INCREASE AS CLOSE AS POSSIBLE TO THE AVERAGE RATE CAP OF 2.0%; AND
3. THE CORPORATE SERVICES TEAM BE CONGRATULATED ON THE QUALITY AND DEPTH OF THE APPLICATION.

CARRIED

As a result the higher rate cap application was submitted and Council is awaiting the ESC decision.
The higher cap is what is required to be financially sustainable in accordance with Council’s Long Term Financial Plan and the Victorian Auditor General’s financial sustainability indicators.

The Commonwealth Government has resumed indexing of Financial Assistance Grants and has announced that 50% of the 2017/18 allocation will be paid in advance (prior to 30 June 2017). The Victorian Grants Commission, who distribute Victoria’s share of the Financial Assistance Grants amongst Victorian councils, have advised the allocation for 2017/18 for Towong Shire Council. These factors have been incorporated into the proposed Budget and Long Term Financial Plan.

Council will need to make a decision on the average rate increase for 2017/18 (at or below the 5.55% higher cap, assuming it is approved by the ESC) and consider if it wishes to change any service levels (and therefore operating expenditure) as contained in the proposed Budget.

The following areas are suggested for consideration by Council in the event that Council wishes to proceed with a rate increase below 5.55% for the 2017/18 financial year:

- Cease or transfer kindergarten services
- Cease regular immunization clinics
- Reduce the hours of the maternal and child health service
- Cease providing supervisors for school crossings
- Reduce the budget available for asset renewal of roads and bridges
- Cease contributing to the Eskdale Community Pool.
- Reducing the hours of customer service for the Corryong and Tallangatta office

In accordance with legislative requirements, Council is usually required to adopt a Budget by 30 June each year. For the 2017/18 Budget an extension has been gazetted by the Minister, enabling councils to adopt their budgets by 31 August 2017.

**Impact on Council Policy:**

**Council Plan Objectives**

Council’s draft 2017-2021 Council Plan has an objective of providing community leadership through the provision of accessible, open and consultative government. Council encourages appropriate community involvement in its governance processes and will aim to produce accurate, concise and easy to read reports and publications
for members of our public. Further, Council’s objectives include ensuring that Council’s plans and budgets are both responsible and sustainable.

**Strategic Resource Plan (SRP) and Long Term Financial Plan (LTJP)**

The proposed Budget has been prepared within the guidelines provided by Council’s Long Term Financial Plan. The updated financial outcomes for the draft Strategic Resource Plan period and Long Term Financial Plan until 2026/27 financial year have been included within the Budget document.

**Community Outcomes**

The establishment of the proposed Budget 2017/18 is a critical component in the financial management of Council’s operations to ensure the delivery of appropriate services and programs to residents and ratepayers.

Council will need to decide on the level of rate increase that will be applied to Towong Shire ratepayers and whether any service levels will be reduced. Increases to rates will impact financially on all Towong Shire ratepayers. Any reductions to service levels may have broader impacts on the community.

**Financial Impact**

The proposed Budget establishes the financial framework of Council including income and expenditure, rating strategy, borrowings and asset management programs necessary for Council operations.

**Environmental Impact**

The proposed Budget contains financial provision for Council to achieve environmental outcomes for the community.

**Organisational Impact**

The proposed Budget establishes the organisational arrangements necessary for Council’s operations.

**State Government Legislation:**

The proposed Budget has been prepared in accordance with the relevant sections and regulations of the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.
State Government Policy Impacts:

The Minister for Local Government, the Hon Natalie Hutchins MP, announced the *Fair Go Rates* cap on 19 December 2016, keeping an election commitment to cap council rate rises to the Consumer Price Index (CPI).

The cap for 2017/18 is 2.0% and this is based on the forecast Melbourne CPI.

An application was made to the Essential Services Commission (ESC) for a higher rate cap of 5.55%. In this application Council confirmed that it fully supports the underlying principle of the *Fair Go Rates System* to keep rate increases to a minimum. Council does not believe Towong ratepayers should be faced with high rate increases and considers that additional financial support is required from other tiers of government.

Council is awaiting the decision from the ESC on its application for a higher rate cap.

Budget Impact:

The proposed budget for 2017/18 details the budget impact of delivering services at current levels and renewing assets when recommended.

Risk Assessment:

Based on Council’s Long Term Financial Plan (LTFP), if increases in the general rates and the Municipal Charge were at the rate cap of 2.0% ongoing, Council would return a ‘high risk’ rating in the liquidity indicator as per the VAGO financial sustainability indicators. That is from 2023/24 Council would have insufficient current assets to cover its liabilities (this can be seen in the following information from Council’s LTFP):

For comparison purposes the table below shows the VAGO sustainability indicators for Council if the annual increase to general rates and municipal charge were at 5.55% per annum commencing from 2017/2018.
The proposed Budget, attached at Appendix 3 has been developed to provide a modest service level to the community and is based on financially sound principles. The financial modelling also includes analysis of Council’s financial performance and position against the Victorian Auditor General’s (VAGO) financial sustainability indicators. These elements underpin the 5.55% rate increase proposed in the higher rate cap application to the Essential Services Commission. Council is awaiting formal approval of a higher rate cap of 5.55% for 2017/18.

Council has made an application for a higher rate cap of 5.55% for each of the next four financial years based on the announced 2.0% rate cap.

Community Consultation/Responses:

A person has a right to make a submission under section 223 of the Local Government Act on any proposal contained in the budget.

Submissions on the proposed Budget 2017/18 will be invited through the local media. Copies of the Proposed Budget Report 2017/18 will be available for inspection at both the Corryong and Tallangatta Council Offices, during office hours, and on Council’s website once the budget has been adopted in-principle.

Submissions on any proposal contained in the proposed Budget may be lodged at either the Corryong or Tallangatta Office during that period.

Any submissions received will be tabled at the Special Meeting of Council in August 2017 and any person or persons requesting that they wish to appear or be represented will be heard.

Discussion/Officers View:

Council’s financial sustainability is a key platform of the proposed Budget for 2017/18.
Over the past seven years Council has been actively reducing the extent of its underlying deficit by adopting innovative practices in order to be as lean and efficient as possible, whilst providing an appropriate level of services and infrastructure to the community.

The proposed Budget provides for an underlying deficit of $2,027,000. The significant deficit is larger than usual and is primarily due to $1,905,000 of the 2017/18 allocation for Financial Assistance Grants being paid in advance in June 2017. Taking this advance payment into consideration, the underlying result is in line with Council’s long term financial planning to ensure that:

- The underlying result improves from the current underlying deficit to an underlying surplus within the next ten years (forecast for 2026/27).
- Cash reserves will be adequate to meet Council’s commitments in ten years (2027).

The following graph displays Council’s expected cash reserves against its Working Capital requirements over the next fifteen years, based on an average rate increase of 5.55%.

![Graph showing expected cash reserves against Working Capital requirements](image)

The proposed Budget is recommended to Council as financially responsible and consistent with Council’s long term financial planning objectives (subject to approval of the higher rate cap application of 5.55%).

In accordance with Council’s decision at the 2 May 2017 Meeting, Officers are continuing to identify savings to keep the 2017/18 rate and Municipal Charge increase as close as possible to the average rate cap of 2.0%.
RECOMMENDATION:

THAT:

1. COUNCIL CONSIDER THE PROPOSED BUDGET FOR 2017/18 AND PROVIDE DIRECTION AS TO ANY VARIATIONS THAT ARE REQUIRED;

2. COUNCIL ENDORSE THE PROPOSED BUDGET FOR 2017/18, AS AMENDED, WITH AN INCREASE IN THE AVERAGE RATES PER RATEABLE ASSESSMENT OF 5.55% (SUBJECT TO APPROVAL FROM THE ESSENTIAL SERVICES COMMISSION);

3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO:
   a. GIVE PUBLIC NOTICE OF THE PREPARATION OF THE PROPOSED BUDGET IN ACCORDANCE WITH SECTION 129(1) OF THE LOCAL GOVERNMENT ACT 1989; AND
   b. MAKE AVAILABLE FOR PUBLIC INSPECTION THE INFORMATION REQUIRED TO BE MADE AVAILABLE BY THE LOCAL GOVERNMENT (PLANNING AND REPORTING) REGULATIONS 2014;

4. AT THE SPECIAL COUNCIL MEETING TO BE HELD AT TALLANGATTA ON 15 AUGUST 2017 COUNCIL:
   a. CONSIDER ANY SUBMISSIONS IN RELATION TO THE PROPOSED BUDGET;
   b. HEAR ANY PERSON OR THEIR REPRESENTATIVE IN SUPPORT OF THEIR SUBMISSION; AND
   c. CONSIDER THE ADOPTION OF THE PROPOSED BUDGET.
9.3 Appointment of Audit Committee member (07/07/0010-CEO)

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:

Ms Narelle Klein, Chairperson of the Audit Committee, resigned on 17 May 2017 and expressions of interest for new Audit Committee members were called on 27 May 2017.

The Audit Committee Charter states:

2.2 Membership

b. The Audit Committee will comprise a minimum of three members – one Councillor and two external independent persons. Committees with a membership greater than three must include a majority of external independent persons. All members shall have full voting rights.

c. External independent persons will have senior business or financial management/reporting knowledge and experience, and be conversant with the financial and other reporting requirements. The evaluation of potential members will be undertaken by the Mayor and Chief Executive Officer taking account of the experience of candidates and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment put to Council.

d. Appointments of external persons shall be made by Council by way of a public advertisement and be for a maximum term of four years. The terms of the appointment should be arranged to ensure an orderly rotation and continuity of membership despite changes to Council’s elected representatives. This will occur with appointments of external persons occurring in July of years one and three of the Council term. This will ensure that at least one external person will have at least two years experience on the Committee at any given time.
One expression of interest was received.

The Mayor and the Chief Executive Officer will meet with the applicant on Thursday 29 June 2017 to discuss experience and qualifications.

**Impact on Council Policy:**

The appointment of the independent member aligns with the Audit Committee Charter.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

The budget provides for three independent Audit Committee members.

**Risk Assessment:**

Appointing an independent Audit Committee member will support succession planning. The risk assessment on this matter is Low.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

The Mayor and Chief Executive Officer will advise on the outcome of the meeting with the applicant at the Council Meeting.

**RECOMMENDATION:**

THAT COUNCIL CONSIDER THE RECOMMENDATION MADE AT THE MEETING.
9.4 Murray Darling Association Membership (07/01/0010-CEO)

Disclosure of Interests (S.80C):

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

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

Background/History:

The Murray Darling Association (MDA) is a membership-based peak representative organisation representing local government and communities across the Murray Darling Basin.

The MDA was established in 1944 and represents 14% of the Australian land continent. It spans the length and breadth of the Murray Darling Basin and includes all its communities and Basin resources.

There are four categories of membership:

- Local government members (the primary MDA membership category). Local government members pay a membership fee based on population size. Councils provide over 97% of the MDA’s core funding. 181 municipalities are connected with and derive their wellbeing from the resources of the Murray-Darling Basin.

- Life members
  There are currently 17 life members.

- Associate members
  Three categories of associate memberships ensure a diversity of skills, experience and perspectives are well represented, enabling the decisions of the MDA to be more broadly informed. These categories include: individuals, businesses, not-for-profit and community service organisations.

- Patrons
  From time-to-time, the association may benefit from connections with outstanding and well-recognised individuals whose experience, connections and skills may be of service to our communities. Patrons hold a special and valued place in the structure of the organisation.
MDA Organisation Structure

The MDA has 12 regions across the basin covering four states and the ACT, with regions associated as communities of interest. Each region is led by a chairman and a deputy chairman. The chairman is elected annually by members of the region and is responsible to provide, or appoint from within the region, adequate resources to ensure an effective secretariat. In most instances, although not exclusively, the regional chair is held by a local government member. The member council is represented in the chair by a delegated representative, duly appointed to the role by resolution of the member council.

The MDA’s Vision, Purpose and Objectives are set out below and their Strategic Plan 2016-19 is attached at Appendix 4.

Vision
A healthy Murray Darling Basin supports thriving communities, economic development and sustainable productivity.

Purpose
To provide effective representation of local government and communities at state and federal level in the management of Basin resources by providing:
- information
- facilitating debate
- seeking to influence government policy.

Objectives
To achieve our purpose, we will:
- advocate on behalf of Basin communities
- use local knowledge and expertise to fully understand regional issues
- act as a two-way conduit for information and discussion between our communities and governments
- encourage and facilitate debate about the things that matter for the Basin’s future
- explore options to achieve sound solutions to regional issues
- test information to ensure a sound base for those options
- be an educational resource for the Basin.

Council has been a member of the MDA for many years however during the preparation of the 2016/17 Budget it was necessary for Council to make a number of decisions to reduce or eliminate expenditure to enable Council to keep the 2016/17 rate increase as close to the Ministerial Rate Cap as possible.

As a result Council agreed to not continue its MDA membership.
Mr David Thurley (Chair) and Ms Emma Bradbury (CEO) recently met with Council to discuss the operation of the MDA and the possible benefits to Council, including what assistance could be provided in relation to the Tallangatta Holiday Park and the Narrows project.

**Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

Ms Bradbury has advised that the cost of membership for Council would be $1,728.38 (calculated at 28.4 cents per head of population – using a population for Towong of 6,276 according to ABS data 2011 (information provided by MDA)).

NB: The population figure needs to be discussed prior to any financial commitment.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil undertaken.

**Discussion/Officers View:**

At a time when we are trying to keep rates as low as possible, every dollar counts.

The decision by Council to cease membership of the MDA was among a number of difficult decisions made during the preparation of the 2016/17 Budget.

There may be value in taking up MDA membership specifically in relation to the Tallangatta Holiday Park and the Narrows project.

**RECOMMENDATION:**

THAT COUNCIL CONSIDER WHETHER IT WISHES TO TAKE UP MEMBERSHIP OF THE MURRAY DARLING ASSOCIATION FOR 2017/18.
9.5 Occupational Health and Safety Report (06/04/0212-DCCS)

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

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.7.

9.6 Action Sheet Reports (06/05/0010-EA)

Items requiring action from the 6 June 2017 Council Meeting are attached at Appendix 5.

RECOMMENDATION:

THAT THE REPORT BE NOTED.

9.7 Council Plan Priorities (07/05/0022-DCCS)

The bi-monthly updates on the 2013-2017 Council Plan priorities are attached at Appendix 6 for information.

RECOMMENDATION:

THAT THE REPORT BE NOTED.

9.8 Performance Reporting Graphs (DCCS)

The Performance Reporting Graphs are attached at Appendix 7 for information.

RECOMMENDATION:

THAT THE REPORT BE NOTED.
10 Community wellbeing

The Community Wellbeing report is presented every second month. The next report is due in August 2017.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.7.

10.1 Bellbridge Childcare (04/03/0045-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:

Council currently operates three kindergartens in the Towong Shire under a cluster arrangement. These services are located in Bellbridge, Corryong and Tallangatta.

The Bellbridge service is operated from the Berringa Community Centre and provides a fifteen hour per week four year old program and a three hour three year old program.

There are no child care services in the Peninsula area. Resident families are:
- utilising services in Albury and Wodonga
- accessing private informal arrangements, or
- not participating in the workforce or training activities to the level that residents wish to.

There has been considerable feedback from the local community over a period of time that child care services are needed to support local working families and that the lack of child care is a disincentive to young families moving to the area. This has been highlighted in the recent Council Plan community engagement process. Community members have also contacted their local State Member of Parliament, Mr Bill Tilley, to advocate for child care services.

Over the past five years the Bellbridge Kindergarten has had the following enrolments:
Over the past five years, the net direct cost to Council of operating the kindergarten at Bellbridge has ranged from $2,445 to $68,512 as detailed in the graph below:

These costs include the direct staffing costs, training, internet, learning materials and cleaning of the kindergarten. There is also an allowance of approximately $9,000 for management time involved in supervising kindergarten staff. Costs incurred in printing, communications and other operational support from the Tallangatta Council office are not included in the costs detailed in the graph. As evidenced in the graph there has been a notable increase in costs since 2013. This results from regulatory changes to staffing ratios and required staffing qualifications that impact
on service delivery costs. Whilst there has been some additional funding it has not been adequate to offset these increased costs.

The 2017/18 budgeted net direct cost to operate the kindergarten at Bellbridge is $65,573.

It is also important to note that the enrolments are based on calendar years and the financial results are based on financial years. It can therefore be difficult to reconcile the actual number of enrolments with the net cost to Council based on the graphs on the previous page.

Council was successful in securing funding to upgrade the Berringa Community Centre to be suitable to provide child care services to children under three years old. These renovations were completed in 2016.

In late 2016 an Expression of Interest was advertised to attract an operator to provide child care services at the Berringa Community Centre, with Council to remain as the provider of kindergarten services. This process did not secure a service provider. Feedback was received that in a small rural service both the kindergarten service and child care service need to be with the same operator for it to be a viable proposition.

In early 2017, local families provided the results of their own community survey with the view to demonstrating the child care needs on the Peninsula.

Key results from this survey include:
Over the past couple of months a number of options for service delivery have been analysed including:

- a) Council operated child care service and kindergarten
- b) Privately operated family day care service and continuation of Council operated kindergarten
- c) Privately operated child care and continuation of Council operated kindergarten
- d) Privately operated child care and kindergarten

All models have an objective of achieving a sustainable, integrated and flexible childcare for pre-school and school aged children living in Bellbridge and its surrounding areas.

The table overleaf details many of the advantages and disadvantages of each of the above models.
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<th>Advantages</th>
<th>Disadvantages</th>
<th>Summary</th>
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<tbody>
<tr>
<td>A</td>
<td>Council operated child care service and kindergarten</td>
<td>• Potential for increased partnerships with local families / community&lt;br&gt;• Increased ability to work with vulnerable families / children and the MCH service&lt;br&gt;• Improved communication with key segment of local community&lt;br&gt;• Greater opportunity to share space with other users (e.g. playgroup)&lt;br&gt;• Support Tallangatta early years service delivery&lt;br&gt;• Retain existing staff&lt;br&gt;• No adverse change to operating model / financial performance of kindergartens in Corryong and Tallangatta</td>
<td>• Significant additional ongoing financial commitment required from Council ($30,000 to $120,000 per annum)&lt;br&gt;• Increased financial risk (requires 33 children to break even or 19 to maintain the same net direct cost as 2016/17)&lt;br&gt;• Increased operational risk&lt;br&gt;• Increased risk of maintaining compliance with increasing regulatory responsibilities</td>
</tr>
<tr>
<td>B</td>
<td>Privately operated family day care service and continuation of Council operated kindergarten</td>
<td>• Increased ability to work with vulnerable families / children and the MCH service&lt;br&gt;• Improved communication with key segment of local community&lt;br&gt;• Greater opportunity to share space with other users (e.g. playgroup)&lt;br&gt;• Support Tallangatta early years service delivery&lt;br&gt;• Retain existing staff&lt;br&gt;• No adverse change to operating model / financial performance of kindergartens in Corryong and Tallangatta</td>
<td>• Limited numbers of children able to access care (4 per carer, one carer per venue)&lt;br&gt;• Service is provided by individual licensed operators resulting in increased risk of the service not being reliable (for example, the provider gets sick, takes leave, etc.)&lt;br&gt;• Additional ongoing financial commitment required from Council ($5,000 to $10,000 per annum)</td>
</tr>
<tr>
<td>C</td>
<td>Privately operated child care and continuation of Council operated kindergarten</td>
<td>Disadvantages</td>
<td>Summary</td>
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<tr>
<td><strong>Advantages</strong></td>
<td></td>
<td></td>
<td>Council has already attempted this option but was unable to secure a service provider. Feedback was received that this is not economically viable for operators.</td>
</tr>
<tr>
<td>D</td>
<td>Privately operated childcare and kindergarten</td>
<td>• Reduced financial risk to Council</td>
<td>This is the option that is most likely to deliver a consistent reliable, child care service that meets the regulatory requirements.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Reduced operational risk to Council</td>
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<td></td>
<td></td>
<td>• Increased likelihood of a consistent sustainable service</td>
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<td></td>
<td></td>
<td>• Existing staff could transfer to a new service provider under Enterprise Agreement Transmission of Business arrangements</td>
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<td></td>
<td></td>
<td>• Reduced cluster arrangement efficiencies, particularly with common resources shared between two kindergartens rather three</td>
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<td></td>
<td></td>
<td>• Potential for reduced cluster funding from the State Government (approx $16,000)</td>
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<td></td>
<td></td>
<td>• May result in less Council connection with community members / families</td>
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In summary, given the highly regulated early years operating environment, the financially constrained environment within which Council is operating and the urgency within which the community are seeking this service, it is recommended to Council to progress with the establishment of option D) a privately operated childcare and kindergarten at Bellbridge.

This model would enable an external service provider to provide early childhood services (kindergarten and child care) from the Berringa Community Centre. The external service provider would have responsibility for employing qualified staff, delivering the early childhood educational program, fulfilling applicable legislative responsibilities and levying fees on users of the service. Council would be removed from direct delivery of kindergarten services in Bellbridge.

It is expected that under this model, Council would enter into a service agreement for delivery of the services and a lease or licence for the right to occupy Council’s building. The service contract would include a regular monitoring mechanism to ensure legal obligations and funding responsibilities are met.

With departmental timelines it can take up to 90 days to transfer an existing early years licence. Negotiations would also need to consider when a service provider could commence service delivery, noting that this would be expected to occur by the start of the 2018 school year (at the latest).

High level discussions have been conducted with a local experienced organisation that delivers early years services in rural and regional areas, and already has some services in the Towong Shire. This operator has indicated a willingness to provide services at Bellbridge.

**Impact on Council Policy:**

All four operational models would contribute to the delivery of the draft 2017-2021 Council Plan: Strategic Objective: “Continue to pursue extended childcare services across the Shire”

**State Government Policy Impacts:**

The National Quality Framework includes a legislative framework consisting of:

- Education and care Services National Law Act 2010
- Education and Care Services National Regulations 2011

The new service would be required to meet the requirements of the National Quality Framework.
Budget Impact:

If Council supports the Officer’s recommendation, it is expected that the draft Budget 2017/18 could be adjusted for $28,000 in operational savings (from 1 Jan 2018) and $56,000 in future year budgets.

Risk Assessment:

To proceed with this model it is recommended that Council would:

- consult with existing employees to transfer to new service provider (under Enterprise Agreement Transmission of Business arrangements)
- liaise with the local community and keep them informed as the matter progresses
- negotiate a service agreement and licence with the new service provider.

The following strategies have been identified to reduce key risks associated with proceeding with this option:

<table>
<thead>
<tr>
<th>Risk</th>
<th>Risk Mitigation Strategies</th>
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<tbody>
<tr>
<td>Service does not meet legislative requirements</td>
<td>- Appoint a suitably experienced and referenced service provider</td>
</tr>
<tr>
<td></td>
<td>- Include in the service contract a requirement for all licensing notices and assessments to be provided to Council</td>
</tr>
<tr>
<td>Service does not meet the needs of the community</td>
<td>- Include in the service contract a requirement for community input into the service (possibly a parents and friends / reference group or annual satisfaction surveying)</td>
</tr>
<tr>
<td>Service contract does not address key Council requirements and risks</td>
<td>- Service contract to be drafted by suitably experienced legal adviser</td>
</tr>
<tr>
<td>Cluster support funding is withdrawn by the State Government</td>
<td>- Liaise with Department of Education and Training to advocate for continuation of this funding, given the environment that Council operates in (large geographic area, small ratepayer base, high needs of community)</td>
</tr>
</tbody>
</table>
Community Consultation/Responses:

Council regularly seeks input from residents and ratepayers regarding the services provided in all areas of the Towong Shire. A service that has been identified as a high priority by residents in the Peninsula area is access to local child care facilities. Council has recognised that the expansion of child care services across the Shire in its 2013-2017 Council Plan and the draft 2017-2021 Council Plan, and see this as one of the essential elements required for Towong Shire to “be the ideal place to live”.

Discussion/Officers View:

After extensive consideration of the options available and Council’s financial position, it is the officer’s view that the only option available to Council to facilitate sustainable child care services on the Peninsula is to appoint an external service provider to provide kindergarten and child care services from the Berringa Community Centre.

The Enterprise Agreement requires Council to consult with affected employees prior to a decision being made. Three affected staff have been advised of this recommendation and have been requested to provide feedback by Friday 30 June 2017.

RECOMMENDATION:

THAT COUNCIL AUTHORISE THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE WITH A PRIVATE SERVICE PROVIDER TO DELIVER CHILD CARE AND KINDERGARTEN SERVICES FROM THE BERRINGA COMMUNITY CENTRE AND BASED ON THE OUTCOMES OF THE NEGOTIATIONS:

- EFFECT ANY REQUIRED LICENCE TRANSFERS;
- WORK WITH STAFF TO FACILITATE A SMOOTH TRANSFER OF SERVICE DELIVERY; AND
- ADVISE THE LOCAL COMMUNITY AND KEEP THEM INFORMED AS THE MATTER PROGRESSES.
10.2 Murray Arts Membership (04/01/0003-DCCS)

Disclosure of Interests (S.80C):

This report was prepared by Mrs Diana Snaith, Executive Assistant.

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:

Murray Arts is a Regional Arts Organisation and services the local government areas of Albury City, Greater Hume and Federation in NSW and Wodonga City, Indigo and Towong in Victoria. The aim of Murray Arts is to actively assist the ongoing development of, and participation in, arts and culture throughout the Border region. Murray Arts is one of 14 Regional Arts Organisations in NSW and is part of the Regional Arts Victoria Cultural Network. NSW Regional Arts Organisations receive $140,000 per annum from Create NSW to deliver a targeted program for their individual footprint. A major part of this agreement with Create NSW is that each Local Government body who is a member of a NSW Regional Arts Organisation pays an annual fee, on a per capita basis to secure the partnership. Murray Arts is the only Regional Arts Organisation to work with councils outside of NSW. Murray Arts currently receives no core funding support from the Victorian State Government.

Council has been a member of Murray Arts for many years and in 2009 increased the annual contribution from $2,500 to $5,000 per annum to remain a member (with no CPI increase seen during the subsequent nine year period). According to the minimum recommended contributions, as set by the RANSW Board of Directors, for a Local Government Body between 5001 – 10,000 in population, for the 2016/17 financial year, the minimum contribution would have been $7,897 per annum with a CPI increase of 3.5% thereafter. Council has been paying below the recommended minimum contribution as agreed between Council and Murray Arts.

Council’s annual contribution has been $5,000 every year since 2010/11. As part of keeping the rate increase lower than 6.34% Council decided it could only contribute $3,000 for 2016/17.

Murray Arts has advised that a higher contribution is required for Council to maintain its membership and to access programs delivered or facilitated by the organisation. There is currently no formal documentation detailing the contributions, responsibilities and expectations of members.
Murray Arts is commencing a period of significant transition from a representative Board to a skills-based Board.

Murray Arts has prepared the attached (Appendix 8) summary of activities in Towong Shire.

**Impact on Council Policy:**

Nil.

**State Government Policy Impacts:**

Nil.

**Budget Impact:**

Council’s annual contribution has been $5,000 every year since 2010/11. Council decided it could only contribute $3,000 for 2016/17 as part of keeping the rate increase lower than 6.34%.

**Risk Assessment:**

Nil.

**Community Consultation/Responses:**

Nil.

**Discussion/Officers View:**

Council currently does not have any staff resources specifically allocated to arts and cultural matters in the Towong Shire. There are some projects that could benefit from a partnership with a regional arts body, such as the art works to be sourced for the Great River Road project and identifying possible solutions for the Corryong Memorial Hall and for retaining the heritage resources of the Tallangatta Heritage Group.

The Director Community and Corporate Services has met with the Executive Director of Murray Arts to discuss options available to Council. In summary, Council may:

a) Withdraw entirely from Murray Arts

b) Restore its contribution to $5,000 and retain access to the programs and services of Murray Arts
If Council proceeds with option a, Council will save an additional $3,000 per annum but will not have access to assistance for delivering the Great River Road and other projects. Nor will Towong Shire schools and kindergartens have access to Murray Arts delivered programs.

If Council proceeds with option b, Council will require an additional budget allocation of $2,000 per annum.

It is the officer’s view that it would be more beneficial for Council (and its communities) to be a member of Murray Arts than the alternative. With the projects documented in the draft Council Plan there is an opportunity to access arts support that would not otherwise be available (and may need to be sourced elsewhere).

Given the significant period of change that Murray Arts is currently undergoing it would be prudent to review arrangements in 12 months to ensure that Council is obtaining value from the membership.

RECOMMENDATION:

THAT COUNCIL:

1. RECONSIDER ITS MEMBERSHIP CONTRIBUTION TO MURRAY ARTS FOR 2016/2017, AND


10.3 Walwa Community Vehicle (04/09/0003-CEO)

At the time of writing the report was unavailable. The report will be tabled prior to the Council Meeting.
11 **Asset management**

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

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.7.
12  **Land-use planning**

12.1 **Application for Planning Permit 2017/021 (319705-CEO)**

Use and Development of a Café, Sale and Consumption of Liquor on site under a Restaurant and Café Liquor Licence and a part waiver of the car parking provision requirements – Lot 1 Plan of Subdivision 390532, Parish of Dorchap, being 3794 Omeo Highway Eskdale 3701.

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

This report was prepared by Mr Ron Mildren, Consultant 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:** 3794 Omeo Highway, Eskdale (being Lot 1 TP390532, Parish of Dorchap)

**Zone:** Township Zone

**Overlay:** No Overlay

**Proposal:** Use and Develop the Existing Decommissioned Catholic Church as a Liquor Licenced Café.

The proposal is to use and develop the land for the purposes of a liquor licenced café. The existing building, on the subject land, is a former church and the proposal seeks to convert the church into a licenced café. A verandah/outdoor eating area is proposed to the west of the church and a new building which would attach to the east of the church is proposed. This building would contain toilet facilities and a commercial kitchen. Access to the site for the operators of the premises, deliveries and one disabled car parking space is proposed to be provided from the Omeo Highway service road. The applicant has requested the requirement to provide car parking on site beyond the single disabled site to be waived and has justified this request on the basis of an assessment of the capacity of on-street parking in the service road at the front of the site.

**Note:** The application documentation as first submitted on the application form in the section requiring the proposal to be defined or described, referred to a proposal to ‘convert existing decommissioned church into a café’ and referred to attached further detail. The further detail went on to describe the intent to develop a licenced café with a commercial kitchen, toilet facilities and deck and referred to various
materials, colours and finishes and makes further reference to there being no consistent architectural style or landscape.

The further detail describes intent to use espalier citrus trees for front landscaping and that the café is designed for around 50 patrons, with open hours to be determined as demand dictates but generally between 0800hrs to 1730hrs seven days per week. *(Note changed submission in reference to trading hours later in this report)*

The description further refers to an intent *(at that time)* to provide nine car spaces on-site including a disabled persons parking space conveniently located for entry to the building. The access driveway to allow delivery trucks to turn on site. The description also makes a statement that Council may wish to consider a waiver of car parking.

**Comment**

As the proposal described on the actual application form made no reference to a liquor license and only a reference in context with other detail was made on an attachment and given that a red line plan* for licensed area was not submitted it was assumed that the application for liquor license process would be through a subsequent specific application. This is a common approach sometimes engaged to seek to simplify potential application complications.

Therefore the application processing did not explicitly deal with Liquor Licensing matters in the first instance beyond the acknowledgement of the longer term probability and consideration generally that most cafés would be able to seek liquor licensing.

At a very late stage through conversation with the applicant it became apparent that there was an expectation that the application included the Liquor Licensing components relevant under the planning process. A request was then made for provision of the required Red Line Plan. Further discussion in respect to the Red Line Plan is included later in this report.

* A Red Line Plan is a plan delineating the area to be licensed under the Liquor Licensing legislation and which must *(in these circumstances)* be approved and endorsed by Council under the planning system before the Victorian Commission for Gambling and Liquor Regulation (VCGLR) can issue the liquor license.
Aerial image of the subject land (IntraMaps)

Close up aerial image of the subject land (IntraMaps)
Permit Trigger(s) A permit is required for the use of the land for a café (Food and Drink Premises) pursuant to Clause 32.05-1 (Table of Uses, Township Zone). A permit is required for buildings and works associated with a Section 2 Use pursuant to Clause 32.05-9 (Buildings and Works associated with a Section 2 Use, Township Zone). A permit is required to reduce the number of car parking spaces required under Clause 52.06-5, pursuant to Clause 52.06-3 (Permit requirement, Car Parking) and a permit is required for a liquor license pursuant to Clause 52.27 (Licensed Premises).

Background/History:

Application 2017/021 was dated 6 March 2017. Further information was sought in respect to wastewater treatment and disposal, stormwater and car parking and numerous telephone conversations and email exchanges followed in clarifications.

Title Particulars

There are no encumbrances shown on title as affecting the subject land.

Referrals

The application was referred to Goulburn Murray Water (GMW) under Section 55 of the Planning and Environment Act 1987. GMW had no objection to the proposal subject to conditions.

GMW was further consulted upon receipt of the ‘Red Line Plan’ and after having reviewed the plan provided the following summarised comments:

The Red Line Plan extends towards the front rather than the rear of the lot where the (waste water) disposal area is located. It is noted that extra area is included beyond the building and deck which may mean extra patrons in which case the wastewater disposal system MUST be designed at 30 litres per seat. This may mean that a load balancing tank will be needed to be included in the wastewater system design.

It is noted that the Towong Domestic Wastewater Management Plan (DWMP) would most likely list this site as high risk and subject to annual inspection.

The application was referred to Council’s Environmental Health Department. The Environmental Health Department had no objection to the proposal subject to conditions.

The application was referred to Council’s Technical Services Department. The Technical Services Department had no objection to the proposal.
Clause 52.27 in reference to Liquor Licensing prescribes that an application under this Clause in association with a hotel, tavern or nightclub that is to operate after 1am must be in accordance with Clause 66 be referred to the Victorian Commission for Gambling and Liquor Regulation. This application does not refer to a Hotel, Tavern or Night Club and does not propose trading after 1am. Therefore a referral to the VCGLR is not required.

Public Notice

Public notice was given under Section 52 of the Planning and Environment Act 1987. One objection was received. The objection raised concerns that are summarised below:

- The waste water treatment and disposal system will be inadequate for the scale of the commercial operation which is proposed.
- The proposed access way, car park and services will cause amenity impacts to the adjacent property to the east.

The objection is attached at Appendix 9.

Consideration of Objection

- **The septic system will be inadequate for the scale of the commercial operation which is proposed.**
  The proposal was referred to Council’s Environmental Health Department and Goulburn Murray Water. Both responded with no objection to the proposal subject to conditions. It is therefore considered that the proposed wastewater treatment and disposal system is adequate for the proposed use.

- **The proposed access way, car park and services will cause amenity impacts to the adjacent property to the east.**
  Further discussion with the objector in seeking to clarify aspects of the objection and to canvass any opportunity to resolve the concerns indicated that the amenity impact concerns include noise from vehicles and patrons, dust from vehicle movements and general effects from commercial patrons in proximity to residential premises.

  The applicant has subsequently proposed changes to the initially proposed on-site car parking which has alleviated much of the dust and vehicle noise.

  It is now proposed by the applicant that parking be provided on-street with the exception of one disabled parking space. The access way would have to accommodate vehicles accessing the disabled parking space and it would also
have to accommodate delivery vehicles. While the proposed access way is close to the eastern boundary of the subject land, it is considered that the scale of traffic generated by the proposal is not great enough to cause significant amenity impacts.

The plan indicates that principle patron areas are located on the opposite side of the property to the objector’s residence however some noise would be expected as patrons leave the site and at night that may be more intrusive on amenity.

**Towong Planning Scheme SPPF and LPPF**

**Clause 17 – Economic Development**

**Clause 17.01-1 - Business**

Objective: *To encourage development which meet the communities’ needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.*

The proposed café provides for a type and standard of commercial facilities which are not currently provided in the local area. The proposed use has the potential to provide employment and services to the local community and to visitors to the area.

**Clause 17.03-1 – Facilitating Tourism**

Objective: *To encourage tourism development to maximise the employment and long-term economic, social and cultural benefits of developing the State as a competitive domestic and international tourist destination.*

The proposed café involves adaptive re-use of an existing building to serve the local community and visitors. Although the proposed use and development may not by itself be a significant tourist attraction it would be anticipated as adding a significant dimension to facilities serving visitors to the area and would add to the critical mass. The enterprise has the potential to create employment opportunities for the local community resulting in net community benefit.

**Clause 21.05 – Economy**

Relevant Objective: *Encourage tourism investment.*

The proposed café is intended to service tourists to the area and the local community and therefore represents desirable tourism investment.

**Township Zone**

Permit triggers apply under the Township Zone provisions for the use of the land for the purpose of a café (Food and Drink Premises) pursuant to Clause 32.05-1 (Table of
Uses) and for buildings and works associated with a Section 2 Use pursuant to Clause 32.05-9 (Buildings and works associated with a Section 2 Use).

Assessment of proposal against relevant Decision Guidelines for Township Zone

- **The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.**

  The proposal is generally in accordance with relevant aspects of the SPPF and LPPF as addressed previously in this report.

- **The protection and enhancement of the character of the town and surrounding area including the retention of vegetation.**

  The proposal will protect and enhance the character of the town by restoring and maintaining an existing building which positively contributes to neighborhood character. The proposed design respects the shape and scale of the existing church through setbacks, materials, colours and roof pitch. No vegetation removal is proposed as a result of the proposal.

- **The availability and provision of utility services, including sewerage, water, drainage, electricity, gas and telecommunications.**

  The subject lot is located within an established urban area with access to services other than gas and reticulated sewerage. Wastewater treatment and disposal is able to be provided entirely within the Lot as demonstrated by the Land Capability Assessment submitted with the application (50 patron capacity) which was approved by Council’s Environmental Health Department and Goulburn Murray Water.

- **In the absence of reticulated sewerage, the capability of the lot to treat and retain all wastewater in accordance with the State Environment Protection Policy (Waters of Victoria) under the Environment Protection Act 1970.**

  Sewerage disposal is able to be provided and contained entirely within the Lot as demonstrated by the Land Capability Assessment submitted with the application which was approved by Council’s Environmental Health Department and Goulburn Murray Water.

- **The design, height, setback and appearance of the proposed buildings and works including provision for solar access.**

  The design, height and setbacks of the proposed additional buildings and works generally respect and enhance the appearance of the building. The proposal has been well designed to maximise solar access in relation to the existing buildings and the proposed additional buildings.
• **Provision of car and bicycle parking and loading bay facilities and landscaping.**

The proposal requests a waiver on the requirement for car parking. The plans show a ‘leasable floor area’ of approximately 230m$^2$. Table 1 (Car Parking Requirement) of Clause 52.06 (Car Parking) specifies that given the leasable floor area, nine (9) car parking spaces are required to be provided of which one (1) must be a disabled parking space.

The applicant requested a waiver of the requirement to provide eight (8) car parking spaces, while proposing to provide one (1) disabled car parking space. The applicant justified the request to waive the car parking requirement based upon the available on-street parking. The matter was referred to Council’s Technical Services Department that had no objection to the proposal.

The Technical Services Department of Council accepted that the service road is a reasonably wide road capable of providing adequate car parking spaces within the immediate vicinity of the subject lot without creating amenity issues. It is recognised that at school drop off and pick up times car parking spaces may have higher demand however this was accepted as a short timeframe issue that might be impacted by café patron parking in the afternoons predominantly.

The Red Line Plan submitted increases the potential patron number capability if all proposed licenced area was to be used near capacity concurrently. The application refers to design intent for about 50 patrons which has been adopted as the traffic and car parking requirement limitation indicator. Should patron greater patron numbers be accepted then car parking requirements would be significantly impacted given the waiver and acceptance of on-street parking.

• **The effect that existing uses on adjoining or nearby land may have on the proposed use.**

Adjoining land uses are a swimming pool to the south, the Eskdale Primary School to the west and a dwelling to the east. Given the locational proximity within the main central area of Eskdale Township, the adverse impact likely from these adjoining uses upon the proposed use will be minimal.

• **The scale and intensity of the use and development.**

The proposed leasable floor area of the building is approximately 230m$^2$ and the applicant has indicated a nominal capacity of 50 patrons. The scale and intensity of the proposed use and development at that patronage level is not excessive and is not likely to create unreasonable amenity impacts or other adverse impacts and the site would be expected to be able to accommodate waste water treatment and disposal containment at that level. Also car parking numbers are considered capable of being met on the street at that maximum level.
It is however noted that the Red Line Plan encompasses a substantially greater area than that of the building and would have potential to change the intensity and scale of the use should greater patron limits be allowed.

- The safety, efficiency and amenity effects of traffic to be generated by the proposal.

The proposal requests a waiver of car parking requirements. Council’s Technical Services Department has accepted that the service road is capable of accommodating the required car parking spaces on the street in respect to about 50 patron maximum at any given time. In that context the overall impact on traffic will likely be a very minor increase in along the service road and this increase can easily be accommodated, perhaps with occasional parking space issues at afternoon school pick up times.

Delivery vehicles are able to load and unload entirely on the subject land and both delivery vehicles and customers using the disabled parking space provided on the subject land are able to enter and exit the site in a forward direction. Some works will be necessary to bring the crossover to an acceptable standard.

Again however, should the Red Line Plan area lead to an increase in patron numbers commensurate with the substantially greater area then safety, efficiency and amenity effects of traffic would likely be more adverse.

**Clause 52.06 – Car Parking**

A permit is required to reduce the number of car parking spaces required under Clause 52.06-5, pursuant to Clause 52.06-3 (Permit requirement, Car Parking).

The application requests a waiver on the requirement for car parking. The plans submitted with the application show a leasable floor area of approximately 230m². Table 1 (Car Parking Requirement) of Clause 52.06 specifies that given the leasable floor area, nine (9) car parking spaces are required to be provided of which one (1) must be a disabled parking space.

The applicant requested a waiver of eight (8) car parking spaces, while proposing to provide one (1) disabled car parking space on site. The applicant sought to justify the waiver based upon the available on-street parking.

The issue was referred to Council’s Technical Services Department who, after further detail was sought and provided, has no objection to the proposal. The service road is a wide road capable of providing adequate car parking spaces within the immediate vicinity of the subject land without creating unreasonable amenity issues.

The Red Line Plan effectively increases the ‘leasable floor area’ by approximately double if indoor, deck and front yard space is combined. Effectively, if the patron
number is not capped to 50 as described, then this would increase the car space requirement to around 18 spaces.

The feasibility of the proposed use and development may be adversely affected by a refusal to grant a waiver of the car parking requirement and inclusion of any alternative requirement for provision of car spaces. The proposed development is generally considered to be of net community benefit.

Therefore the waiver is recommended to be accepted on the basis of the anticipated maximum number of 50 patron and the waived spaces being limited to eight (8).

If, as may be concluded from the Red Line Plan, a patron capacity greater than 50 be applied then consideration of that increase may change the level of car parking required.

The consequences of times of use and conflict with other nearby uses in terms of car space demand become a more relevant matter. Additionally the extent of potential impact on the residential land uses further east also becomes relevant if a total waiver of any additional parking is applied.

As the application stands the proponent has nominated a patron number of 50 and although the Red Line Plan suggests that perhaps double that number could be accommodated and given the application generally refers to car parking needs at the lower level then a patron limitation of 50 appears reasonable in this matter. This alleviates the potential for greater adverse amenity impacts beyond that assessed under the nominated 50 patrons.

Decision Guidelines
Clause 65.01 Approval of an application or plan
Section 60 of the Planning and Environment Act 1987
This report assesses the proposal in relation to the Towong Planning Scheme, the objectives of planning in Victoria, the objection received in relation to the application, the referral responses and the impact the proposal may have on the environment 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 Township Zone in which the subject land is located.
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 Township Zone and Clause 65.

The orderly planning of the area.
In addition to the orderly and proper planning considerations outlined in specific clauses of the planning scheme, consideration should also be given to the locational context. In the circumstances approval of this proposal would see licenced premises located abutting each side of a primary school. In a more urban or metropolitan context, having a school between two licenced premises may be a matter for concern in respect to orderly and proper planning considerations. However in the context of Eskdale Township, being a small rural community and the nature of the licenced premises, the adverse impacts are unlikely to be of sufficient gravity to be of orderly and proper planning concern. Therefore the proposal is not anticipated to adversely impact or prejudice the orderly or proper planning of the area.

The effect on the amenity of the area.
In light of the 50 patron maximum of the proposal it is unlikely that unreasonable adverse impact upon the amenity of the area will result.

The proximity of the land to any public land.
The service road will be required to accommodate car parking for the proposed use of the land. The service road is capable of accommodating the additional demand for car parking for a 50 patron limit. A public park exists to the south of the subject land. Informal access to the park has been possible across the subject land. The proposed development or subsequent action by the owners of the land may alter the ability to access the public park across the subject land in future. This access has always been informal and across private land and therefore holds no weight.

The adjoining land to the west is also public land held by the State Education Authorities. By virtue generally of the nature of the proposal and the differing pattern in times of use, adverse impact on the public land comprising the school is not anticipated.

Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
Given the patron numbers, the Land Capability Study (LCA) and the indicated waste water treatment and disposal requirement, the proposal is not expected to adversely impact upon land degradation, salinity or to reduce water quality.
Whether the proposed development is designed to maintain or improve the quality of storm water within and exiting the site. Calculations on storm water runoff to be generated by the proposal were submitted and accepted by Council’s Technical Services Department as adequate based on the building and hard surface footprint.

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 proposed to be removed.

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 proposal is not considered to be subject to significant hazards of the type described.

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.
Risk Assessment:

No identified Council risk.

Community Consultation/Responses:

Consultation has been undertaken generally in accordance with S52 of the Planning and Environment Act 1987 and has been described earlier in this report.

Discussion/Officers View:

The late submission of a Red Line Plan that indicates a patron area of service much greater than would be required to accommodate the earlier nominated 50 patrons has clouded a number of aspects of the proposal including amenity, noise, waste water treatment and disposal and car parking issues. A waiver of on-site parking to accommodate 50 patrons is quite different to one accommodating perhaps up to double that number when the car parking is to be provided on the local road network.

A higher patron number will increase waste water generation and put different capacity pressures on the site beyond that envisaged with 50 patrons.

Increased numbers beyond the nominated 50 would see potentially greater local amenity issues in respect to noise.

Economic development policy considerations support the proposal subject to consideration of broader planning merits and local amenity impacts.

At a level of around 50 patrons the proposal is considered most acceptable in terms of capacity of the site to deal with waste water treatment and disposal, in terms of noise, car parking on street and the general local amenity. The scale of the proposal at about 50 patrons is generally in keeping with the local character and amenity. One off special events may be acceptable from time to time but should be subject to secondary consent and limited to an extra 25 patrons.

RECOMMENDATION:

THAT COUNCIL HAVING CAUSED NOTICE OF PLANNING APPLICATION NO. 2017/021 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 3794 OMEO HIGHWAY (BEING LOT 1, TP390532W, PARISH OF DORCHAP) FOR THE USE AND DEVELOPMENT OF A CAFÉ, SALE AND CONSUMPTION OF LIQUOR ON SITE UNDER A RESTAURANT AND CAFÉ LIQUOR LICENCE AND WAIVER OF EIGHT (8) ON SITE CAR PARKING SPACES SUBJECT TO THE FOLLOWING CONDITIONS:

1. UNLESS SPECIFICALLY REQUIRED OTHERWISE BY A CONDITION OF THIS PERMIT THE DEVELOPMENT AS SHOWN ON THE ENDORSED PLANS MUST NOT BE ALTERED WITHOUT THE PRIOR WRITTEN CONSENT OF THE RESPONSIBLE AUTHORITY.

2. EXCEPT WITH THE PRIOR WRITTEN CONSENT OF THE RESPONSIBLE AUTHORITY A MAXIMUM OF 50 PATRON/CUSTOMERS MAY BE ALLOWED ON SITE AT ANY ONE TIME. UPON WRITTEN REQUEST TO THE RESPONSIBLE AUTHORITY AT LEAST 60 DAYS BEFORE AN EVENT CONSENT MAY BE GIVEN FOR TEMPORARY ONE OFF EVENTS OF SHORT DURATION ALLOWING UP TO A MAXIMUM OF 75 PATRON/CUSTOMERS TO BE ALLOWED ON SITE AT ANY ONE TIME.

3. EXCEPT WITH THE PRIOR WRITTEN CONSENT TO ANY TEMPORARY OR PERMANENT VARIATION, THE HOURS OF OPERATION INCLUDING FOR THE PURPOSES OF SERVICE OF ALCOHOL UNDER ANY LIQUOR LICENCE MUST BE BETWEEN 7:00AM AND 11:00PM MONDAY TO SATURDAY INCLUSIVE AND 10:00AM TO 10:00PM SUNDAYS AND PUBLIC HOLIDAYS.

4. CONSTRUCTION MUST BE CONDUCTED IN ACCORDANCE WITH SEDIMENT CONTROL PRINCIPLES AS OUTLINED IN CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL (ENVIRONMENT PROTECTION AUTHORITY 1991).

5. A STORMWATER DETENTION SYSTEM MUST BE INSTALLED IN ACCORDANCE WITH THE CIVIL COMPUTATIONS PREPARED BY KUSCH CONSULTING ENGINEERS TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY.

6. 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.

7. ALL EXTERNAL FINISHES MUST BE IN NON-REFLECTIVE TONES TO BLEND WITH THE SURROUNDING LANDSCAPE TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY.
8. ALL LOADING AND UNLOADING OF VEHICLES MUST BE UNDERTAKEN ENTIRELY ON THE SUBJECT LAND.

9. A MINIMUM OF ONE (1) DISABLED PARKING SPACE MUST BE PROVIDED IN ACCORDANCE WITH AS2890.6-2009 (DISABLED) AND THE BUILDING CODE OF AUSTRALIA ON THE SUBJECT LAND IN THE LOCATION INDICATED ON THE ENDORSED PLANS.

10. 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 ALONG THE FENCE LINE BETWEEN THE PROPOSED DEVELOPMENT AND THE RESIDENCE LOCATED ON THE ADJOINING PROPERTY TO THE EAST.

11. THE VEHICLE CROSSOVER AT THE ENTRY TO THE SUBJECT LAND MUST BE UPGRADED AND THEREAFTER MAINTAINED IN ACCORDANCE WITH STANDARD DRAWING 240 OF THE INFRASTRUCTURE DESIGN MANUAL TO THE SATISFACTION OF THE RESPONSIBLE AUTHORITY.

12. LAUNDRY FUNCTIONS MUST NOT BE UNDERTAKEN ON THE SUBJECT LAND.

13. THE PROPOSED BUILDINGS MUST BE CONNECTED TO A WASTE WATER TREATMENT AND DISPOSAL SYSTEM DESIGNED GENERALLY IN ACCORDANCE WITH THE LAND CAPABILITY ASSESSMENT PREPARED BY SJE CONSULTING (DATED FEBRUARY 2017).

GOULBURN MURRAY WATER CONDITIONS

14. THE WASTEWATER DISPOSAL SYSTEM MUST BE DESIGNED AT A RATE OF 30 LITRES PER PATRON SEAT THAT MAY BE ACCOMMODATED WITHIN THE SERVICE AREA AS INDICATED BY THE LIQUOR LICENCE RED LINE PLAN.

15. ALL CONSTRUCTION AND ONGOING ACTIVITIES MUST BE IN ACCORDANCE WITH SEDIMENT CONTROL PRINCIPLES OUTLINED IN ‘CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL’ (EPA, 1991).

16. ALL WASTEWATER FROM THE CAFÉ MUST BE TREATED TO A STANDARD OF AT LEAST 20MG/L BOD AND 30MG/L SUSPENDED SOLIDS USING A PACKAGE TREATMENT PLANT OR EQUIVALENT. THE SYSTEM MUST BE AN EPA APPROVED SYSTEM, INSTALLED, OPERATED AND MAINTAINED IN
ACCORDANCE WITH THE RELEVANT EPA CODE OF PRACTICE AND CERTIFICATE OF APPROVAL.

17. ALL WASTEWATER MUST BE APPLIED TO LAND VIA PRESSURE-COMPENSATING SUB-SURFACE IRRIGATION INSTALLED ALONG THE CONTOUR.

18. THE WASTEWATER MANAGEMENT SYSTEM MUST BE APPROPRIATELY DESIGNED TO MANAGE THE POTENTIAL VOLUME OF WASTEWATER GENERATED UNDER FULL OCCUPANCY, INCLUDING A DISPOSAL AREA OF AT LEAST 500M2.

19. THE WASTEWATER DISPOSAL AREA MUST BE KEPT FREE OF STOCK, BUILDINGS, DRIVEWAYS AND SERVICE TRENCHING AND MUST BE PLANTED WITH APPROPRIATE VEGETATION TO MAXIMISE ITS PERFORMANCE. STORMWATER MUST BE DIVERTED AWAY. A RESERVE WASTEWATER DISPOSAL FIELD OF 50% SIZE TO THE PRIMARY DISPOSAL FIELD MUST BE PROVIDED FOR USE IN THE EVENT THAT THE PRIMARY FIELD REQUIRES RESTING OR HAS FAILED.

END GOULBURN MURRAY WATER CONDITIONS

PERMIT EXPIRY

20. 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 PURSUANT TO S69 OF THE PLANNING AND ENVIRONMENT ACT 1987 IF A REQUEST IS MADE IN WRITING BEFORE THE PERMIT EXPIRES OR WITHIN SIX MONTHS AFTERWARDS.

12.2 Bulk Water Extraction (07/05/007-CEO)

At the time of writing the report was unavailable. The report will be tabled prior to the Council Meeting.
13 **Environmental sustainability**

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

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.7.

14 **Economic and tourism development**

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

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.7.
### 15 Councillor reports

#### 15.1 Queen’s Scout Awards Ceremony Wodonga  (05/07/0007-Cr Wortmann)

<table>
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<tr>
<th>Date of Meeting/Event:</th>
<th>27 May 2017</th>
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| **Key information presented/discussed at meeting:** | I was invited to represent Council and speak at the Queen’s Scout Awards Ceremony.  
One of the recipients of the award was Mr Adam Peters who was also awarded Towong Shire’s Young Citizen of the Year for 2017.  
The three recipients of the Queen’s Scout Awards were Mr Adam Peters, Mr Tristan Hedditch and Mr Sheldon Smith.  
It was very interesting to listen to their personal accounts of the achievements and tasks they had completed on their journey to receiving this high honour.  
There were many practical and study hours undertaken enabling them to achieve the level of competency required.  
There was a large crowd in attendance made up of Scout members and many family members, all there to support the young men on this special day.  
Wodonga Mayor Anna Speedie spoke about the young people within our communities that are our future and how the scouting movement helps develop skills that will beneficial in their adult life. |
| **Members Comments Thoughts:** | The awards ceremony was very informative and it was a very enjoyable event. It highlighted what talented and community minded young people we have in our communities. |
| **Action Required:** | Nil. |
15.2 MAV Professional Development Reference (Cr Scales)

**Date of Meeting/Event:** 8 June 2017  
**Location of Meeting/Event:** MAV Melbourne  
**Key information presented/discussed at meeting:** On 8 June I attended the first MAV professional development Reference Group meeting. The key focus of the group is to identify training required for both new and continuing councillors and to identify the most appropriate delivery methods. It has been my experience in the past that most councillor training has been conducted in Melbourne which has made it quite expensive and time consuming for rural councils to attend, the quality and content of some of the training programs has also been questionable. Much discussion was had about the appropriateness of training, alternative delivery methods and training content.

**Members Comments Thoughts:** By being a member on the professional development reference group along with neighbouring councillors Cr Barbara Murdoch (Indigo) and Cr Ron Janas (Alpine) I can see great potential to have input into the training programs offered and to have more training in rural areas. I believe we will be able to identify and influence what training programs are required for Rural councillors as opposed to a one size fits all approach. Discussions were had regarding elearning modules and ‘skype’ sessions allowing councillors to participate from remote locations. It is my hope that by being part of the group more tailored professional development programs will be offered to rural councils in locations that are more suitable and that I will be able to influence councillors to attend these sessions to ensure that they are sustainable. I also see that I can act as a conduit between the RCV secretariat and MAV to enable better outcomes for Rural Councils in
Possible Actions: I actively encourage fellow councillors to discuss their professional development needs with myself so that I can convey this to the Professional Development Reference Group and encourage councillors to attend training sessions that will be delivered in our rural areas.

Additional Info Available: Nil.

RECOMMENDATION:

THAT THE COUNCILLOR REPORTS BE NOTED.

16 Notice of Rescission

16.1 Notice of Rescission 1/2017 (Cr Scales)

In accordance with Division 10 of Local Law No: 1 Meeting Procedures and Use of the Common Seal, I hereby submit a Notice of Rescission for the resolution that was carried at the 6 June 2017 Ordinary Meeting of Council at item 12.1 in relation to Planning Permit Application 2017/016.

I move that the resolution:

Cr Whitehead
Cr Star

That planning application 2017/016 be refused on the grounds that the proposal is inconsistent with State Policy Planning Framework (SPPF), Local Policy Planning Framework (LPPF), Municipal Strategic Statement (MSS) and the provisions of the Environmental Significance Overlay (ESO) and the Farming Zone.

Carried

be rescinded.

_______________________________________________
Cr Aaron Scales date 14/06/2017
17 **Urgent business**

18 **Committee minutes**

18.1 **Hume Region Local Government Network (Cr Wortmann)**

The unconfirmed minutes of the meeting held on 9 March 2017 are attached at Appendix 10 for information.

**RECOMMENDATION:**

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

18.2 **UMBI Minutes (Cr Whitehead)**

The unconfirmed minutes of the meeting held on 13 June 2017 are attached at Appendix 11 for information.

**RECOMMENDATION:**

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

19 **Occupational health and safety**

19.1 **OHS Committee (06/04/0212-DCCS)**

The unconfirmed minutes of the meeting held on 15 June 2017 are attached at Appendix 12 for information.

**RECOMMENDATION:**

**THAT THE UNCONFIRMED OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MINUTES BE NOTED.**
20 **Council policies (10/01/0007-CEO)**

The following policies were tabled for review at the 2 May 2017 Council meeting and are presented at Appendix 13 for adoption. Please note that recommended changes are shown in blue.

- Access to Waste Disposal and Recycling Outlets (outside normal operating hours) (DTS)
- Healthy Eating (DCCS)
- Tree (DTS)
- Young Person Award (EA)

**RECOMMENDATION:**

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

- ACCESS TO WASTE DISPOSAL AND RECYCLING OUTLETS (OUTSIDE NORMAL OPERATING HOURS)
- HEALTHY EATING
- TREE
- YOUNG PERSON AWARD

The following policies are attached at Appendix 14 for review. Councillors are requested to provide feedback on the policy to the Responsible Officer by 8 August 2017.

- Disabled Access Funding (DTS)
- Disability Access (DCCS)
- Employee Recognition (DCCS)
- Flexi Time (DCCS)
21 Sealing of documents

21.1 Section 173 Agreement – JM Star Pty Ltd (213700 – DTS)

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

Section 2.1 of the policy states that Council will enter into an Agreement with owners of existing grids which sets out the conditions under which the grid will be permitted to remain on a Public Access Road.

Conditions include:

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

A Section 173 Agreement has been drafted to indicate that the owners and future owners of the land described as:

- Volume 03035, Folio 418 are responsible for the ongoing maintenance and renewal of the stock grid located at 0.00 km at Koetong Creek Track as measured from Murray River Road.

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

The Agreement is in accordance with the requirements of the Stock Grid Policy and it is the officer’s recommendation that the Agreement be signed and sealed.
RECOMMENDATION:

THAT THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE SECTION 173 AGREEMENT RELATING TO LAND DESCRIBED AS VOLUME 03035, FOLIO 418 WHICH HAS BEEN DRAFTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE STOCK GRID POLICY.
22 Confidential

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

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

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

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

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

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

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

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

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

22.1 Corryong Saleyards Committee of Management (05/01/0145-MED)