

Agenda

Ordinary Meeting of Council

Tallangatta Council Office

Tuesday 6 March 2018

AGENDA FOR THE ORDINARY MEETING OF COUNCIL TO BE HELD AT TOWONG SHIRE COUNCIL, TALLANGATTA OFFICE ON TUESDAY 6 MARCH 2018 COMMENCING AT 10.30 AM.

Commonly used acronyms

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

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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

Ordinary Meeting of 6 February 2018.

RECOMMENDATION:

THAT THE MINUTES OF THE ORDINARY MEETING HELD ON 6 FEBRUARY 2018 AS CIRCULATED BE CONFIRMED.

6 Petitions, joint letters and declarations

7 Assembly of Councillors

A written record of the Assemblies of Councillors from 6 February to 20 February 2018 will be provided at the April Council Meeting.

8 Open Forum

9 Organisational improvement

9.1 Finance Report as at 31 January 2018 (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

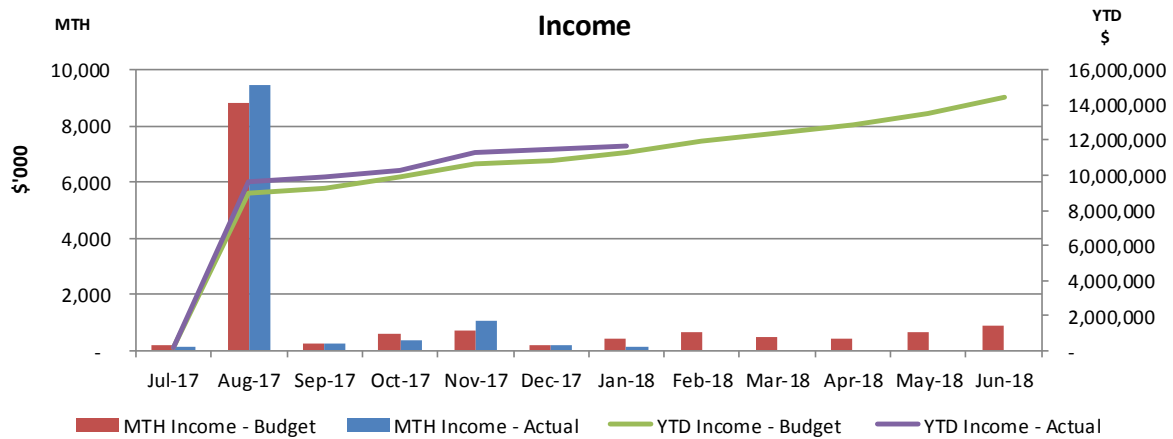
	Note	Jan-18 (Actual) \$'000	Jan-18 (Budget) \$'000	YTD (Actual) \$'000	YTD (Budget) \$'000	YTD (Variance) \$'000	YTD (Variance) %	2017/18 Full Year (Budget) \$'000	2017/18 Full Year (Achieved) %
Income	1	131	430	11,641	11,264	377	3%	14,394	81%
Expenditure	2	885	777	5,473	5,649	176	3%	14,522	38%
Surplus/ (Deficit)		(754)	(347)	6,168	5,615	553	10%	(128)	(4,816%)

Table 1: Operating Result

Note 1:

Council's YTD income at 31 January 2018 is \$11.64 million against a budget of \$11.26 million. The major items contributing to the \$377,000 favourable variance include:

- Revenue received that was not budgeted in 2017/18:
 - \$120,000 in Financial Assistance Grants from the Victorian Grants Commission (VGC). The final allocation was \$46,000 greater than originally advised. Refer to the Grant Income section for further details
 - \$79,000 for the final reimbursement of the Corryong Kindergarten upgrade
 - \$55,000 in kerbside collection charges due to an audit of bins and bin charges on properties throughout the Shire
 - \$30,000 for charges in lieu of rates
 - \$30,000 grant for the roadside weeds and pests program

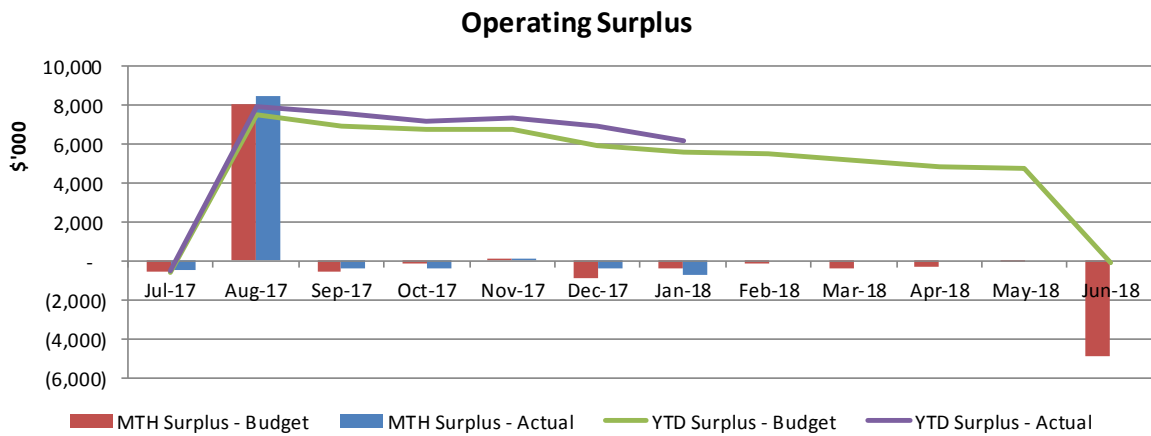
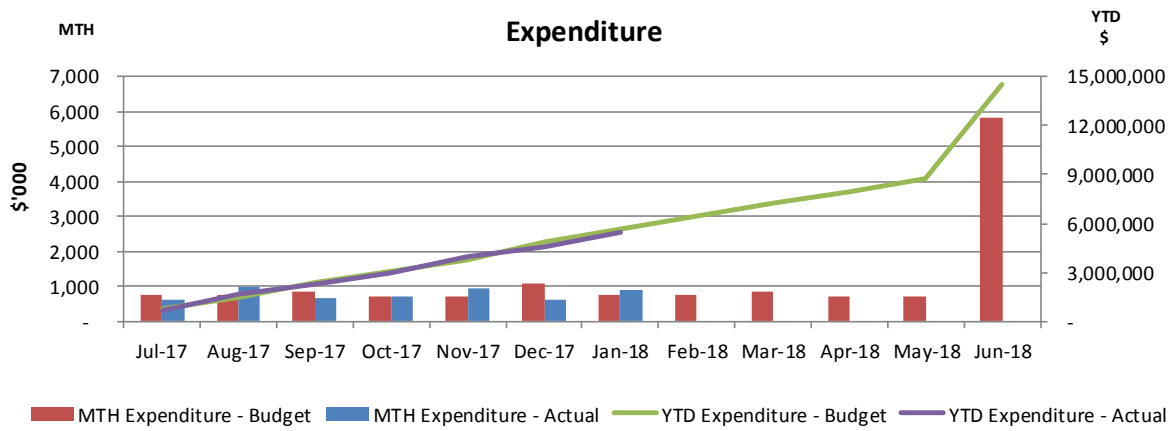


Note 2:

Council’s expenditure at 31 January 2018 is \$5.47 million against a budget of \$5.65 million. The major items contributing to the \$176,000 favourable variance include:

- Expenses that were not budgeted for in 2017/18:
 - \$362,000 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)
- Expenses incurred earlier than anticipated:
 - \$54,000 for shoulder maintenance in preparation for the reseal program
- Expenses that will be incurred later than anticipated:
 - \$78,000 in staffing costs in corporate services with the timing of leave taken and the timing of recruitment into the Manager Corporate Services role, Team Leader Customer Service and current Communications Officer vacancy
 - \$69,000 in staffing costs for executive services due to the timing of recruitment of the Community Engagement Officer and timing of leave taken
 - \$55,000 for Rural Councils Victoria Secretariat services
 - \$38,000 for planning consultants
- Expense savings in 2017/18 are:
 - \$79,000 in staffing costs for Long Day Care services due to operating at less than 100% capacity
 - \$39,000 in staffing costs in the Planning Department with a reduced FTE resourcing level being implemented and administration being provided by existing resources

- \$32,000 in staffing costs for Maternal and Child Health services due to operating with a reduced FTE



Grant Income

	Note	Jan-18	YTD	YTD	YTD	YTD	2017/18	2017/18
		(Actual)	(Actual)	(Budget)	(Variance)	(Variance)	Full Year	Full Year
		\$'000	\$'000	\$'000	\$'000	%	(Budget)	(Achieved)
							\$'000	%
Recurrent	1	35	1,677	1,508	169	11%	3,290	51%
Non-Recurrent	2	23	662	579	83	14%	1,223	54%
Total		58	2,339	2,087	252	12%	4,513	52%

Table 2: Grant Income

Note 1:

Council's YTD recurrent grant income at 31 January 2018 is \$1.67 million against a budget of \$1.50 million. The major items contributing to the \$169,000 favourable variance include:

- Revenue received that was not budgeted:
 - The final allocation of Federal Government Financial Assistance Grants and payment schedule has now been determined and has resulted in a \$120,000 YTD variance to the budget. The final allocation relating to 2017/18 is \$46,000 higher than advised in the preliminary allocation.
 - \$54,000 has been received above the budgeted amount for kindergartens including funds for the Occasional Care program

Note 2:

Council's YTD non-recurrent grant income at 31 January 2018 is \$662,000 against a budget of \$579,000. The major item contributing to the \$83,000 favourable variance is receiving \$79,000 as the final reimbursement for the Corryong Kindergarten upgrade.

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

	\$'000
Recurrent Grants	
Victorian Grants Commission - General Purpose Funding	685
Victorian Grants Commission - Local Roads Funding	485
Library	112
Maternal and Child Health	97
Corryong Pre School	66
Municipal Emergency Resourcing Program	60
Tallangatta Pre School	54
Berringa Pre School	31
Weed Project	30
Community Access	25
Pre-School Cluster	20
Occasional Child Care	8
Health Admin	4
Total Recurrent Grants	1,677
Non-Recurrent Grants	
Destination Tallangatta - NSRF	532
Corryong Pre School Capital Grants	79
L2P Program	48
Tallangatta Neighbourhood House	46
Corryong Swimming Pool Upgrade Grant	20
Freeza Funding	12
Community Health and Wellbeing	6
Seniors Week	2
Beat the Heat - Tree Project	2
Mitta North Rd Intersection Improvement	(85)
Total Non-Recurrent Grants	662
Total Grants Received	2,339

Table 3: Grant Income received

Note: Due to a change in scope of the Mitta North Road intersection upgrade, the funding provided by VicRoads (\$85,000) in 2016/17 will now be returned to VicRoads and VicRoads will engage their contractors to carry out the full scope of works.

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:

	\$'000
Unexpended Grants	
Roads to Recovery (R2R)	302
Community Access	124
Country Roads and Bridges	104
Walwa Streetscape	80
Library	63
Tallangatta Neighbourhood House	52
Improved Connections Hanson Street project	50
Flood Recovery Officer	40
Local Gov Business Collaboration	32
Weed Project	25
Freeza Funding	25
Omeo Hwy Pedestrian Path Eskdale	24
L2P Program	24
Municipal Emergency Resourcing Program	15
Bushfire Management Overlay	13
Kinder Enrolment	12
Children Services Review	10
Improving Liveability of Older People	10
Beat the Heat - Tree Project	4
Maternal and Child Health Enhancement	4
Total Unexpended Grants	1,013

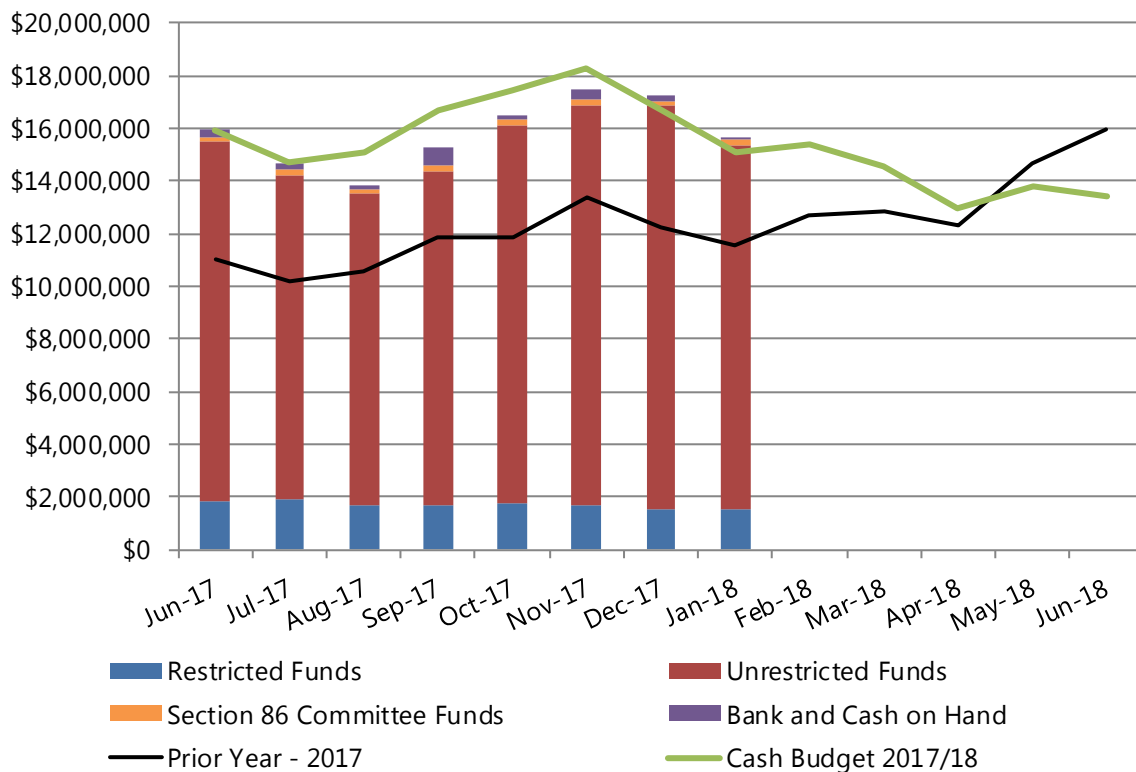
Table 4: Unexpended Grants

CASH POSITION

Cash on Hand

The cash position moved during the month as detailed below:

	Current Month	Prior Month	Variance	
	Jan-18	Dec-17	\$	%
	\$	\$	\$	%
Unexpended Grants	1,013,131	1,015,289	(2,158)	(0.2%)
Other Provisions and Reserves	525,102	525,102	-	0.0%
Restricted Funds	1,538,233	1,540,391	(2,158)	(0.1%)
Provision for Employee Entitlements	1,154,000	1,121,000	33,000	2.9%
Other Unrestricted Funds	12,694,514	14,202,195	(1,507,681)	(10.6%)
Total Unrestricted Funds	13,848,514	15,323,195	(1,474,681)	(9.6%)
Section 86 Committee Funds	196,445	196,445	-	0.0%
Total Investments	15,583,192	17,060,031	(1,476,839)	(8.7%)
Bank and Cash on Hand	65,590	164,064	(98,474)	(60.0%)
Total Cash	15,648,782	17,224,095	(1,575,313)	(9.1%)
Average Interest Rate	2.51%	2.36%		



Investments

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

Date	Product	Institution	Principal	Yield	Term	Rating	Maturity
11/01/2017	Term Deposit	WAW	863,327	2.60%	368 Days		11/02/2018
21/08/2017	Term Deposit	Bank of Queensland	1,000,000	2.55%	182 Days	A2	19/02/2018
21/06/2017	Term Deposit	Bendigo Bank	1,500,000	2.70%	279 Days	A2	20/03/2018
4/10/2017	Term Deposit	AMP	1,000,000	2.60%	183 Days	A1	5/04/2018
10/10/2017	Term Deposit	AMP	1,000,000	2.60%	184 Days	A1	12/04/2018
19/10/2017	Term Deposit	Bendigo Bank	1,000,000	2.50%	182 Days	A2	18/04/2018
8/11/2017	Term Deposit	Bank of Queensland	1,000,000	2.60%	181 Days	A2	8/05/2018
8/11/2017	Term Deposit	ME Bank	1,000,000	2.50%	182 Days	A2	9/05/2018
13/09/2017	Term Deposit	AMP	1,000,000	2.60%	273 Days	A1	13/06/2018
9/10/2017	Term Deposit	Bendigo Bank	1,000,000	2.55%	273 Days	A2	9/07/2018
9/01/2018	Term Deposit	ME Bank	1,000,000	2.60%	184 Days	A2	11/07/2018
9/11/2017	Term Deposit	Bank of Queensland	1,000,000	2.60%	273 Days	A2	9/08/2018
20/11/2017	Term Deposit	Bank of Queensland	1,000,000	2.60%	273 Days	A2	20/08/2018
20/11/2017	Term Deposit	ME Bank	1,000,000	2.57%	273 Days	A2	20/08/2018
N/A	Cash Management	Westpac	1,023,420	1.55%	On Call	A1	N/A
N/A	S86 Committees	Various	196,445	1.60%	N/A		N/A
Total Investments			15,583,192				

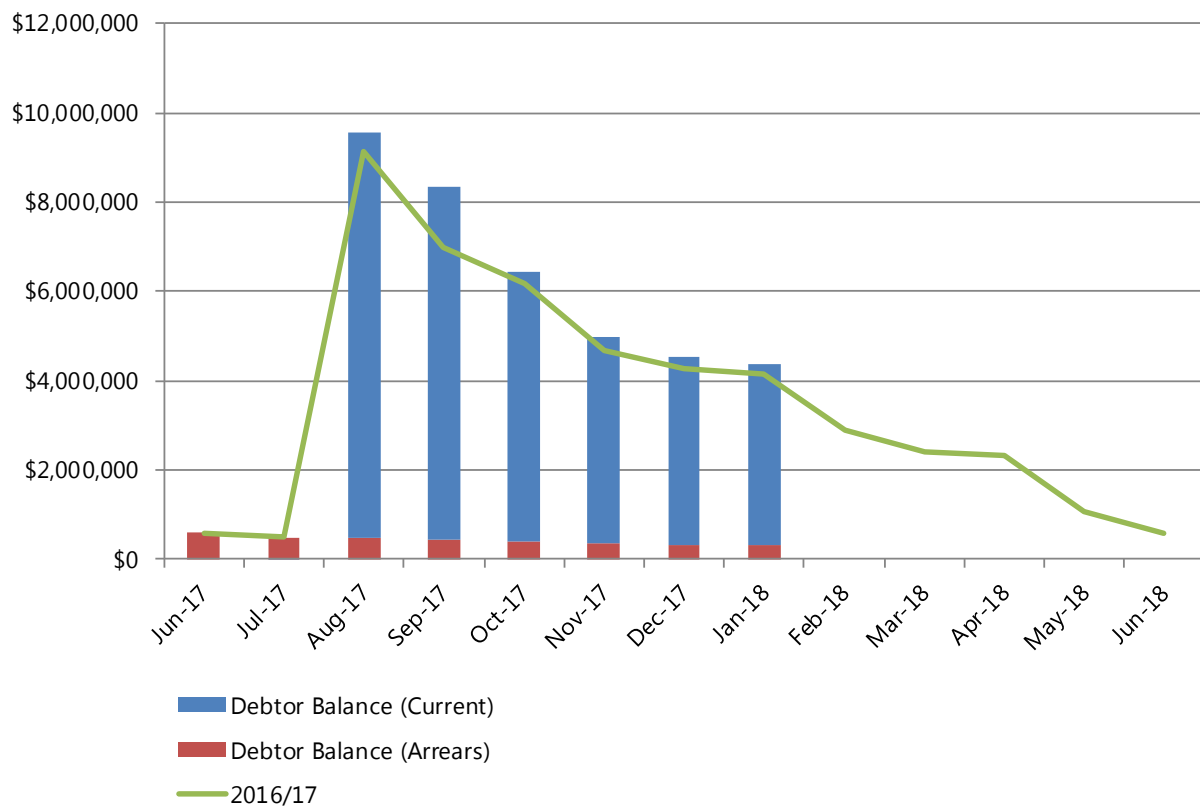
Table 5: Investments at month end

RECEIVABLES

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

The breakdown of rates received for the current month and year-to-date as well as the rates debtors balance outstanding and a comparison to last financial year is shown below:

Rates, charges and FSPL Debtors							
	Amount	Received	% Collected	Received	Collected	Balance	
	\$	Jan-18	Jan-18	YTD	YTD	Outstanding	
	\$	\$	%	\$	\$	\$	
Levied 2017/18	9,298,860	147,416	1.6%	5,228,072	56.2%	4,070,788	
Arrears prior to 2017/18	577,651	23,941	4.1%	279,175	48.3%	298,476	
Total Charges		171,356		5,507,248		4,369,264	

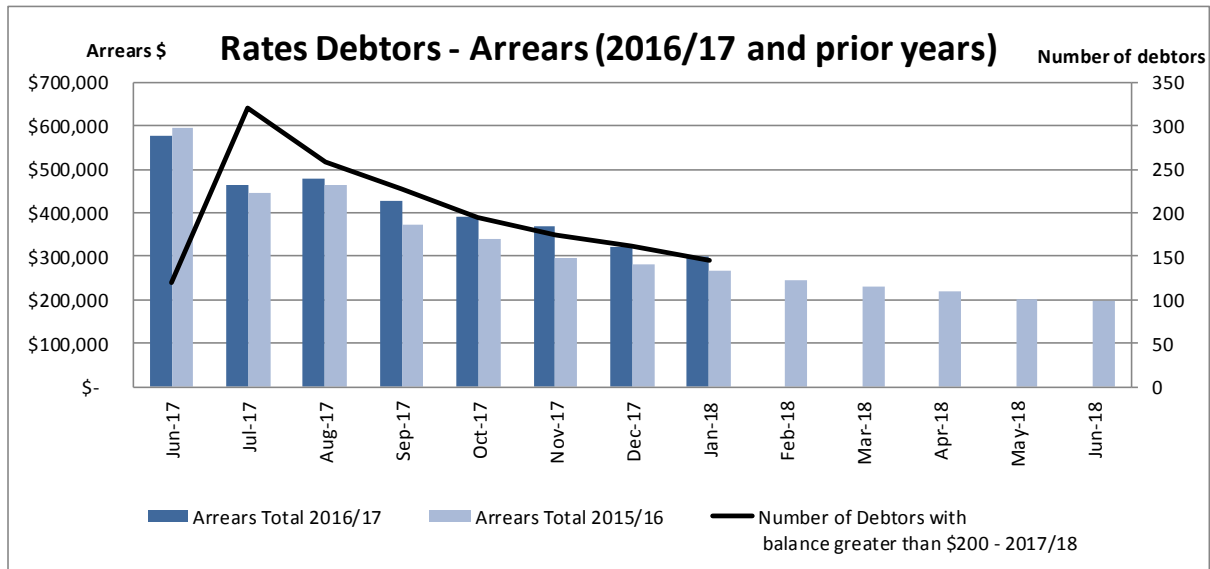


Notes

1) Rates and charges for 2017/18 were levied in August 2017. Quarterly instalments are due at the end of September, November, February and May.

Debt Collection

The graph below compares the arrears balances as at the end of each month for the current financial year (2017/18) and the arrears balances at the equivalent time in the previous financial year (2016/17). The number of debtors with a balance greater than \$200 relates to the 2017/18 financial year.

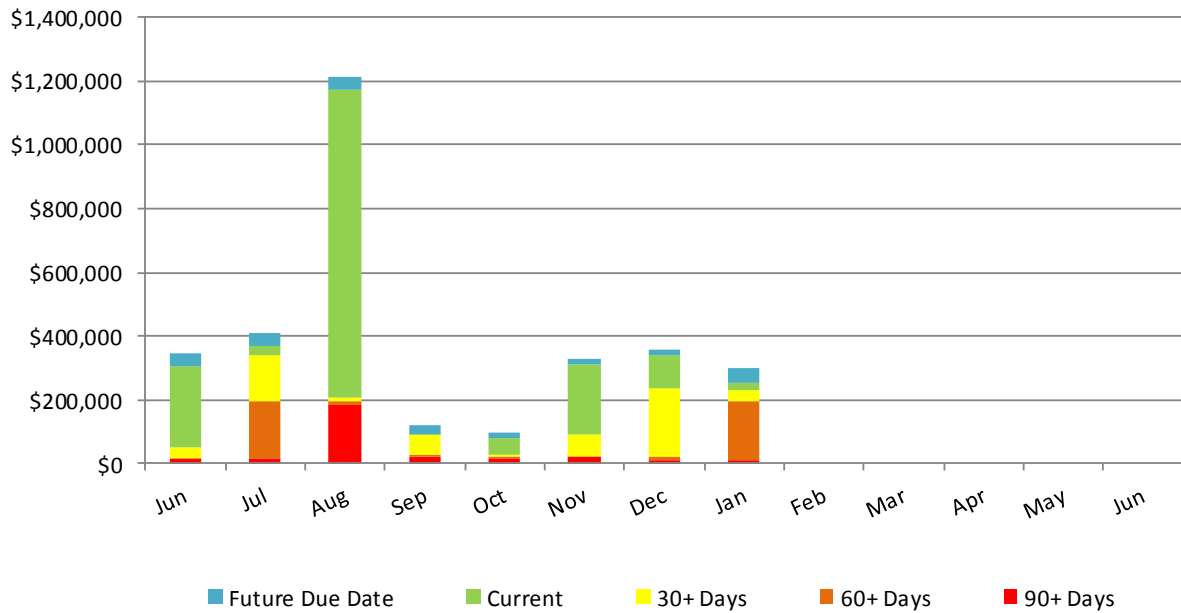


At 31 January 2018, there were 145 rates debtors with an outstanding balance of greater than \$200. This is a decrease of 16 debtors since 31 December 2017.

Sundry Debtors

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

Sundry Debtors	Future Due Date \$	Current \$	30 Days \$	60 Days \$	90+ Days \$	Total \$
January 2018	46,869	26,707	34,555	181,749	11,836	301,715
December 2017	15,953	101,957	216,018	9,868	11,058	354,854
Movement	30,916	(75,250)	(181,463)	171,881	778	(53,139)



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

Debtor	Amount	Description	RO	Notes
Debtor 10261	\$1,355	Building and contents insurance	BP	A copy of the invoice has been resent to the debtor.
Debtor 17007	\$1,540	Cost recovery for slashing	BP	No response has been received from the Council letter. The Debtor was listed with the debt collection agency in February.
Debtor 18925	\$3,250	Community contribution	BP	A meeting was scheduled for July and November 2017 however the debtor's representative was unable to attend due to ill health. A further invitation has been extended for representatives to attend on 3 April 2018. Still awaiting a response.
Debtor 19755	\$1,548	50% Cost Recovery for weed control	BP	No response has been received from the Council letter. The Debtor was listed with the debt collection agency in February.
Debtor 20210	\$1,100	Fees	BP	No response has been received from the Council letter. The Debtor was listed with the debt collection agency in February.

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

Local Roads and Bridges Infrastructure - Capital	Note	YTD Actual	YTD Budget	Variance	Annual Budget
		\$		\$	\$
410 Road Construction	1	682,710	385,000	(297,710)	1,290,642
411 Pavement Reconstruction		-	-	-	100,000
416 Sealing		-	-	-	-
417 Resealing	2	-	100,000	100,000	550,000
420 Drainage Construction		2,843	-	(2,843)	30,000
421 Digouts	3	495,530	325,000	(170,530)	650,000
422 Resheeting	4	39,121	-	(39,121)	180,000
432 Footpaths	5	82,985	50,000	(32,985)	145,000
433 Kerb and Channel	6	64,490	20,000	(44,490)	655,000
442 Guardrails		-	-	-	30,000
450 Bridge Construction		584	-	(584)	100,000
Total		1,368,263	880,000	(488,263)	3,730,642

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

Note 1:

Invoices for works on Towong Street as part of the Destination Tallangatta project were received earlier than anticipated (timing variance).

Note 2:

Reseal invoices are yet to be received for works that have been completed (timing variance).

Note 3:

Digouts are ahead of schedule (timing variance).

Note 4:

Resheeting has commenced earlier than anticipated (timing variance).

Note 5:

The Eskdale path construction has progressed earlier than anticipated (timing variance).

Note 6:

Kerb and channel works in Corryong have commenced earlier than anticipated (timing variance).

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.

Local Roads and Bridges Infrastructure - Maintenance	Note	YTD Actual	YTD Budget	Variance	Annual Budget
		\$	\$	\$	\$
301 Inspections		469	-	(469)	-
302 Survey and Design	1	26,791	4,000	(22,791)	65,000
304 Pavement Maintenance		120,126	105,000	(15,126)	148,000
306 Grading	2	253,642	207,000	(46,642)	452,000
308 Shoulder Maintenance	3	84,107	29,000	(55,107)	98,000
310 Drainage Maintenance		137,995	147,500	9,505	167,000
312 Call Outs		11,376	13,500	2,124	20,000
324 General Roadside Maintenance		51,120	53,500	2,380	73,000
328 Tree Maintenance	4	125,536	93,000	(32,536)	122,000
330 Footpath Maintenance		3,346	4,750	1,404	8,000
331 Kerb and Channel Maintenance		-	3,000	3,000	5,000
334 Roadside Treatments		-	10,000	10,000	15,000
336 Signs Maintenance		6,485	7,000	515	12,000
338 Linemarking		4,966	-	(4,966)	10,000
340 Guideposts	5	15,566	4,000	(11,566)	7,000
342 Guardrail		706	2,500	1,794	5,000
346 Fire Access Tracks		5,176	2,919	(2,257)	5,000
346 Bridge Maintenance	6	31,831	14,000	(17,831)	30,000
Total		879,238	700,669	(178,569)	1,242,000

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 (\$1.24 million for 2017/18).

Note 1:

\$15k of drainage inspections had been budgeted under capital.

Note 2:

Grading works have progressed earlier than anticipated (timing variance).

Note 3:

Shoulder maintenance has been completed in preparation for reseals earlier than anticipated (timing variance).

Note 4:

Tree maintenance and tree planting has progressed earlier than anticipated (timing variance).

Note 5:

Some of the guidepost replacement has been undertaken on roads affected by the flood damage and these costs need to be transferred to the flood damage account.

Note 6:

Bridge maintenance has been undertaken in response to inspections (timing variance).

Flood repairs and maintenance

	Note	YTD Actual \$	YTD Budget \$	Variance \$	Annual Budget \$
313 Storm/Flood Damage		362,498	-	(362,498)	-
Total		362,498	-	(362,498)	-

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

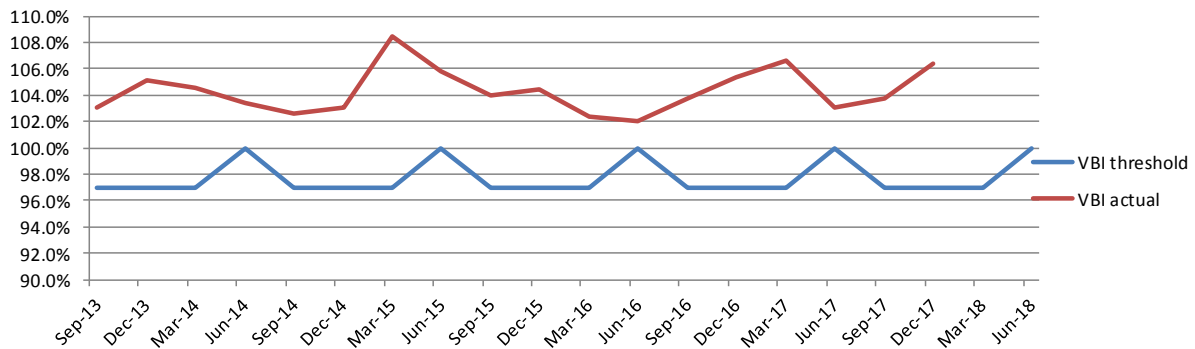
Defined benefit superannuation

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. There are nine current employees covered by this superannuation fund. In addition there is a liability for former employees.

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

A VBI must generally be kept above a fund’s nominated shortfall threshold. The estimated VBI released by Vision Super for December 2017 is 106.4%. The graph below shows Vision Super’s VBI performance against the fund’s nominated VBI threshold.

Defined Benefit Superannuation - Vested Benefit Index (VBI)



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.

The triennial actuarial investigation as at 30 June 2017 was completed on the 4 October 2017 and presented to the Vision Super Board on 17 November 2017. The main results of the investigation are shown below:

Action	Results
Funding call recommended by the Fund Actuary	No
VBI	103.1% as at 30 June 2017, as shown above.
Superannuation Prudential Standard 160	The LASF DB plan was in a satisfactory financial position at the investigation date (30 June 2017) and at signing (4 October 2017).
Ongoing funding arrangements	No immediate change required
Contributions as a % of salaries	No change. Equal to the SG contribution rate (currently 9.5%)
Retrenchment top-ups/payment of outstanding calls	Yes – in accordance with existing arrangements
Other	<ul style="list-style-type: none"> • The fund’s VBI should continue to be

Action	Results
	<p>monitored quarterly</p> <ul style="list-style-type: none">• The funding position and liquidity requirements of the sub-plan should continue to be considered in setting the investment policy• De-risking the supporting assets should continue to be considered as a means of reducing the risk of subsequent higher contributions due to poor future poor investment experience• The next triennial actuarial review should be carried as at a date no later than 30 June 2020

RECOMMENDATION:

THAT THE FINANCE REPORT BE NOTED.

9.2 Occupational Health and Safety Report (06/04/0212-DCCS)

The Occupational Health and Safety report is presented every second month. The next report is due in April 2018.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.4.

9.3 Mayoral and Councillor Allowances Review (07/05/0007-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:

At the 5 December 2017 Council meeting, Council resolved to increase the Councillor and Mayoral allowances based on advice received from the Minister for Local Government.

An extract of the resolution is below.

CR WORTMANN

CR TOLSHER

THAT:

- 1. THE 2.0% INCREASE DETERMINED BY THE MINISTER IN RELATION TO COUNCILLOR AND MAYORAL ALLOWANCES, TAKING THE ALLOWANCES TO \$19,934 AND \$59,557 RESPECTIVELY, AS REQUIRED UNDER THE LOCAL GOVERNMENT ACT 1989 BE NOTED;*
- 2. THE REMOTE AREA TRAVEL ALLOWANCE BE NOTED; AND*
- 3. THAT COUNCIL REVIEW THE MAYORAL AND COUNCILLOR ALLOWANCES IN THE NEW YEAR.*

CARRIED

The advice received from the Minister for Local Government was that a review of the limits and ranges of the current Mayoral and Councillor allowances under section 73B of the Act had been undertaken and that these allowances must be increased by an adjustment factor of 2.0% from 1 December 2017.

The 2.0% increase takes the range and limits applying to Towong's category of Councils (Category 1) to:

Councillors: \$8,490 - \$20,231 per annum

Mayor: up to \$60,442 per annum

The Councillor and Mayoral allowances for Towong Shire Council are currently set at \$19,934 and \$59,557 respectively. These amounts were adopted at the 5 December

2017 Ordinary Council meeting and fall within the above ranges however Council requested a further review of Mayoral and Councillor allowances in early 2018.

Impact on Council Policy:

Nil.

State Government Policy Impacts:

An extract of Section 74 of the Local Government Act is provided below for reference.

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

(1A) A Council may review and determine the level of the Councillor allowance and the Mayoral allowance after an Order in Council is made by the Governor in Council under section 74B that varies the limits or ranges of allowances payable by the Council.

(1B) A Council may review and determine the level of the Councillor allowance and the Mayoral allowance after—

(a) the Minister, by notice published in the Government Gazette under section 73A or 74C, has changed the category of the Council; or

(b) an Order in Council under section 74B has been made changing the category of the Council.

(2) Subject to subsection (3), the allowances determined under subsections (1), (1A) or (1B) are payable from the date of the resolution of the Council determining the levels of allowances.

(3) A Council can only vary the allowances determined under subsection (1) if—

(a) the Council has conducted a review under subsection (1), (1A) or (1B); or

(b) the Council is required to increase allowances in accordance with a notice published under section 73B specifying an adjustment factor; or

(c) the Council is required to increase allowances by an Order in Council under section 74B.

(4) A person has a right to make a submission under section 223 in respect of a review of allowances.

Budget Impact:

Nil.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

After review of the Local Government Act and follow up conversation with Mr Tim Presnall of Local Government Victoria it is the Officer's opinion that Council only has one opportunity per term (four years) to review and determine the level of Mayoral and Councillor allowances.

Under Section 74(1) of the Local Government Act Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of six months after a general election or by the next 30 June, whichever is later.

This review and determination was finalised at 6 June 2017 Ordinary Council meeting.

The only other options for review of the level of Mayoral and Councillor allowances are under sections 74(1A) or 74(1B), which has not occurred for Council.

RECOMMENDATION:

THAT THE INFORMATION BE NOTED.

9.4 School Crossing Supervisors (01/07/0020-ACEO)

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 provides staff for three school crossings in the Towong Shire:

- Queen Elizabeth Drive, Tallangatta
- Towong Road, Corryong
- Hanson Street, Corryong

In developing the budget for 2017/18, the costs of operating the crossings was only budgeted to 31 December 2017, with the view that an alternative operating model would be in place. The budget for 2016/17 was \$35,000, with the budget for 2017/18 being \$20,338 (a reduction of \$14,662).

Whilst there have been discussions with the affected schools, a new model has not yet been implemented. More discussions are required to progress change in the way this service is delivered.

Accordingly Council is requested to reinstate the operating budget for school crossings for the period 1 January 2018 to 30 June 2018 (\$14,662).

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

The proposal will result in an increased budget allocation of \$14,662 for school crossings.

Risk Assessment:

Nil.

Community Consultation/Responses:

Initial discussions have been conducted with the schools however further discussions are required prior to changing the operating model.

Discussion/Officers View:

Given the sensitivities associated with this service and the need for further discussions it is recommended that the budget be returned to the same amount as 2016/17.

RECOMMENDATION:

THAT THE BUDGET FOR SCHOOL CROSSING SUPERVISORS BE INCREASED BY \$14,662 FOR THE 2017/18 FINANCIAL YEAR.

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

The bi-monthly updates on the 2017-2021 Council Plan priorities are attached at [Appendix 1](#) for information.

RECOMMENDATION:

THAT THE REPORT BE NOTED.

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

Items requiring action from the 6 February 2018 Council Meeting are attached at [Appendix 2](#).

RECOMMENDATION:

THAT THE REPORT BE NOTED.

9.7 Performance Reporting Graphs (DCCS)

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

RECOMMENDATION:

THAT THE REPORT BE NOTED.

10 Community wellbeing

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

The Community Services report is presented every second month. The next report is due in April 2018.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.4.

11 Asset management

11.1 Asset Management report (01/07/0004-DTS)

The Asset Management report is presented every second month. The next report is due in April 2018.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.4.

11.2 Banking on our solar future project – solar mapping results (01/03/0038 - DTS)

Disclosure of Interests (S.80C):

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

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

Background/History:

In 2016 Council was awarded funding for the Banking on Our Solar Future project through the Victorian Climate Change Grants Program.

Milestone Two of the project included the completion of a desktop assessment of current solar installations and future installation potential across the Shire with an assessment report delivered to Council for endorsement. The assessment report for current installations is attached at **Appendix 4** to this report.

Future Solar Potential - SunSPot Mapping

The SunSPot mapping tool is an online project developed by the Australian Photovoltaic Institute and can be viewed at <http://pv-map.apvi.org.au/sunspot>. Currently mapping is only available for Australian capital cities. Through this project the Towong Shire area will be mapped and included within the tool enabling the public to assess feasibility of future rooftop solar panel installation.

- *SunSPoT uses 3D building and vegetation models from AAM (a Geospatial Services company) and Typical Meteorological Year (TMY) weather data from the US Department of Energy Simulation Software Weather Data webpage to calculate average annual and monthly incident solar radiation on a building surface and the*

expected performance of a typical PV system of the size specified by the user, with PV panel orientation and tilt defaulting to that of the roof surface, or defined by the user.

- *The tool accounts for solar radiation and other weather variables at the site, and shading impacts of surrounding buildings and vegetation.*

Extracted from: <http://pv-map.apvi.org.au/sunspot>

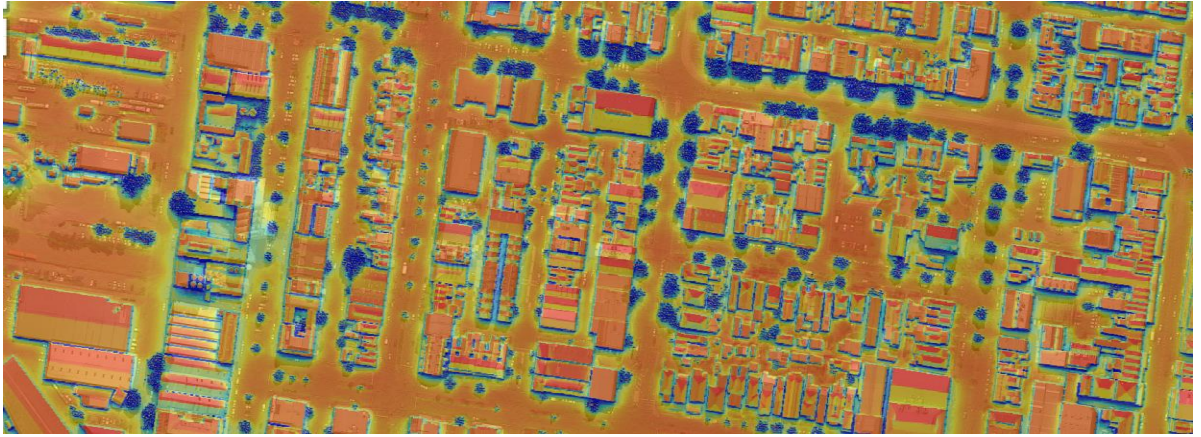


Figure 1- SunSPot Rooftop solar mapping tool

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

Nil.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

The report *State of Solar 2016: Globally and in Australia*, produced by the Climate Council states that:

“South Australia and Queensland are competing for top solar state, with both states reaching around 30% of households with solar (APVI 2016; Table 3; Figure 4). 24% of Western Australian households have solar PV systems, followed by Victoria and New South Wales on 15% (APVI 2016b).

<https://www.climatecouncil.org.au/uploads/4127a8c364c1f9fa8ab096b04cd93f78.pdf>

The mapping results indicate that at twenty two percent, roof top solar installations in Towong Shire are above the Victorian and New South Wales average. This indicates that there is a commitment and interest from property owners to invest in this technology and that previous programs such as the Solar North East project may have had an impact in encouraging solar panel installation across the Shire.

This is an encouraging result and it is recommended that further incentives, programs and funding be investigated to continue Towong Shire’s uptake of renewables in the future.

Examples of where the report data could be used in the future include;

- Assisting the community in making informed investment decisions in solar batteries, solar panels and solar hot water systems
- Generating community conversations and identifying opportunities for other local energy sharing/generation initiatives for example behind the meter systems.
- Investigating community interest in the provision of environmental upgrade agreements or similar arrangements that could offer low interest loans to enable the purchase of solar panels or battery systems.
- Provide data for future community grant opportunities for example: Bulk purchase of solar hot water systems for vulnerable households, community energy monitoring projects and opportunities for the coordination of bulk solar panel and battery purchase and installation.

RECOMMENDATION:

THAT COUNCIL ENDORSE THE RESULTS OF THE ASSESSMENT REPORT.

11.3 Landfill and Transfer Stations Operating Hours (02/04/0001 and 02/04/2002-DTS)

Disclosure of Interests (S.80C):

This report was prepared by Mr Andrew O'Connell, Technical Officer.

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

Background/History

A report was tabled at the August 2017 Council meeting presenting alternative operating hours that could achieve operational cost savings at the Tallangatta Transfer Station and the Corryong Landfill and Resource Recovery Centre.

It was resolved that a trial of the reduced operating hours was to be conducted. This trial was undertaken from November 2017 (Corryong) and December 2017 (Tallangatta) to the present with the trial operational times tabled below. During the trial, the operating hours were reduced at both Corryong and Tallangatta from twelve hours to six hours per week, refer to the table below:

Corryong Landfill and Resource Recovery Centre 12 Hours.

	Hours	
Tuesday and Thursday	4	3:00pm to 5:00pm (during winter) 4:00pm to 6:00pm (during daylight savings hours)
Saturday	4	8:00am to 12:00pm
Sunday	4	12:00pm to 4:00pm

Tallangatta Waste Transfer Station

Tuesday and Thursday	4	10:00am to 12:00pm
Saturday	4	8:00am to 12:00pm
Sunday	4	12:00pm to 4:00pm

It was also resolved that a further report would be put to Council to address the alignment of the operating hours on a Thursday including provision for daylight savings for both sites.

The following hours are now proposed to address this issue:

Corryong Land and Resource Recovery Centre 6 Hours.

	Hours	
Thursday	2	3:00pm to 5:00pm (during winter) 4:00pm to 6:00pm (during daylight savings hours)
Sunday	4	12:00pm to 4:00pm

Tallangatta Waste Transfer Station

Thursday	2	3:00pm to 5:00pm (during winter) 4:00pm to 6:00pm (during daylight savings hours)
Sunday	4	12:00pm to 4:00pm

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

Nil.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

Due to the risk of operating the transfer stations in the dark it is necessary to change the operating hours to earlier in the day when day light saving is not in place.

RECOMMENDATION:

THAT THE:

- 1. TALLANGATTA TRANSFER STATION ADOPT THE HOURS OF OPERATION:
THURSDAYS 3.00PM-5.00PM (OUTSIDE DAYLIGHT SAVINGS) AND 4.00PM-
6.00PM (DURING DAYLIGHT SAVINGS) WITH SUNDAYS 12 NOON-4PM**

- 2. CORRYONG LANDFILL AND RESOURCE RECOVERY CENTRE ADOPT THE
HOURS OF OPERATION:
THURSDAYS 3.00PM-5.00PM (OUTSIDE DAYLIGHT SAVINGS) AND 4.00PM-
6.00PM (DURING DAYLIGHT SAVINGS) WITH SUNDAYS 12 NOON-4PM**

12 Land-use planning

No Planning reports.

13 Environmental sustainability

13.1 Environmental Sustainability report (01/07/0004)-DTS)

The Environment Sustainability report is presented every second month. The next report is due in April 2018.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.4.

14 Economic and tourism development

14.1 Economic Development Report (05/01/0001-CEO)

The Economic Development report is presented every second month. The next report is due in April 2018.

The bi-monthly Council Plan Priorities report is included in this agenda at Item 9.4.

15 Councillor Reports

16 Urgent business

17 Committee minutes

17.1 Murray Arts (Cr Star)

The unconfirmed minutes of the meeting held on 6 December 2017 are attached at [Appendix 5](#) for information.

RECOMMENDATION:

THAT THE UNCONFIRMED MURRAY ARTS MINUTES BE NOTED.

18 Occupational Health and Safety

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

The unconfirmed minutes of the meeting held on 15 February 2018 are attached at [Appendix 6](#) for information.

RECOMMENDATION:

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

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

The following policies (attached at [Appendix 7](#)) are tabled for review. Comments should be provided to the Responsible Officer by 3 April 2018.

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

The Councillor Correspondence Policy was tabled at the 14 November 2017 Council meeting for review.

The Stock Grid Policy was tabled at the 5 December 2017 Council Meeting and was adopted at that time. However some further amendments have been requested and both policies are attached at [Appendix 8](#) for adoption. Please note that recommended changes are shown in red and blue.

RECOMMENDATION:

THAT THE FOLLOWING POLICIES AS AMENDED AND PRESENTED BE ADOPTED:

**COUNCILLOR CORRESPONDENCE
STOCK GRID**

20 Sealing of documents

No documents for sealing.

21 Confidential

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

- (a) the information was provided to the Council or a special committee in relation to a matter considered by the Council or special committee at a meeting closed to members of the public and the Council or special committee has not passed a resolution that the information is not confidential; or
- (b) the information has been designated as confidential information by a resolution of the Council or a special committee which specifies the relevant ground or grounds applying under section 89(2) and the Council or special committee has not passed a resolution that the information is not confidential; or
- (c) Subject to sub-section (3), the information has been designated in writing as confidential information by the Chief Executive Officer specifying the relevant ground or grounds applying under section 89(2) and the Council has not passed a resolution that the information is not confidential.

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

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

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

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

RECOMMENDATION:

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

21.1 Tender Assessment - Design and Construction Rehabilitation Solution for a Corrugated Steel Culvert – Lake Road, Bethanga (01/01/0459-DTS)

21.2 Finance System Upgrade (ACEO)