

Minutes

Ordinary Meeting of Council

Corryong Council Office

Tuesday 12 November 2013

This information is available in alternative formats on request

<p style="text-align: center;">MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT TOWONG SHIRE COUNCIL, CORRYONG OFFICE ON TUESDAY 12 NOVEMBER 2013 COMMENCING AT 10.00 AM.</p>
--

TABLE OF CONTENTS

1	Election of temporary chair	4
2	Opening Prayer.....	4
3	Councillor and Officer presence at the meeting.....	5
4	Apologies and granting of leave of absence	5
5	Declaration of pecuniary interest and/or conflict	5
6	Mayoral Term and Election of Mayor	5
6.1	Mayoral Term.....	5
6.2	Address by outgoing Mayor.....	6
6.3	Election of Mayor	6
6.4	Address by the Mayor.....	6
6.5	Election of Deputy Mayor.....	7
7	Appointment to Committees and Boards (07/05/0007-CEO)	8
8	Council Meeting Arrangements (07/05/0007-EA)	12
9	Confirmation of minutes	14
10	Petitions, joint letters and declarations.....	15
11	Assembly of Councillors	15
12	Open Forum.....	16
13	Organisational improvement.....	16
13.1	Finance Report as at 30 September 2013 (CEO).....	16
13.2	Action Sheet Reports (06/05/0010-EA)	25
13.3	Performance Reporting Graphs (CEO).....	25
14	Community wellbeing	26
14.1	Kindergarten Parent Survey Results (04/03/0027-CEO).....	26
14.2	Towong L2P Program (04/06/0118-CEO).....	29
15	Asset management.....	32
15.1	Works Schedule (DTS)	32
16	Land-use planning.....	33
16.1	Towong Planning Scheme Amendment C31 - Municipal Strategic Statement (MSS) Review (03/02/0018-MP)	33
17	Environmental sustainability	38
18	Economic and tourism development.....	39
18.1	Economic Development Report (05/01/0001-CEO).....	39
19	Councillor reports	42
19.1	Roadsafe North East (Cr Scales).....	42
19.2	Bethanga Men’s Shed (Cr Wortmann).....	42
		2

19.3	NevRwaste (Cr Joyce).....	42
19.4	Remembrance Day (Cr Joyce).....	42
19.5	Our Bellbridge Community Consultation (Cr Joyce).....	42
19.6	MAV State/Annual Conference (Cr Fraser OAM).....	42
19.7	Rural Councils Victoria (Cr Fraser OAM).....	43
19.8	Dartmouth Hall and Heritage Centre Opening (Cr Fraser OAM).....	43
19.9	Elyne Mitchell Writing Awards (Cr Fraser OAM).....	43
19.10	North East Water - New Building Opening (Cr Fraser OAM).....	43
20	Urgent business.....	44
20.1	Tallangatta Community Hub – Closure of Existing Laneway –(04/11/0012-DTS) 44	
21	Committee minutes.....	47
21.1	Municipal Emergency Management Committee (07/01/0008-DTS).....	47
21.2	Hume Region Local Government Network (07/05/0007-CEO).....	47
21.3	Audit Committee (07/07/0010-CEO).....	48
21.4	Tallangatta Community Centre Advisory Committee (02/11/0001-EA).....	49
21.5	Upper Murray Business Incorporated (07/01/0045-CEO).....	49
21.6	North East MAV Delegates (07/01/0006).....	50
21.7	NevRwaste (07/01/0006-Cr Joyce).....	50
21.8	Murray Darling Association (07/01/0010-Cr Wortmann).....	50
21.9	Towong Municipal Fire Management Planning Committee (07/01/0132-DTS) 51	
21.10	MAV Emergency Management Reference Group (07/01/0006-Cr Wortmann).....	51
22	Occupational health and safety.....	52
22.1	OHS Committee (06/04/0212-CEO).....	52
23	Council policies (10/01/0007-CEO).....	53
24	Sealing of documents.....	54
24.1	Dartmouth Community Progress Association Lease - Blacksmith Shed (247500-CEO).....	54
25	Confidential.....	55
25.1	Design and construction of new bridges (01/06/0014-DTS).....	57
25.2	Cudgewa Multi Purpose Building - Tender Assessment (02/08/0065-DTS) 58	

1 Election of temporary chair

Under section 72 of the Act the office of Mayor becomes vacant at 6am on the day of a general election.

Council's Local Law No. 1 Meeting Procedures and Use of the Common Seal (section 8) provides:

At any meeting to elect the Mayor and Deputy Mayor any Councillor may be elected as a temporary chair to deal with the:

- (a) receipt of nominations for the election of Mayor and to conduct the election of Mayor in accordance with the provision of the Local Law;
- (b) fixing of allowances payable to the Mayor and Councillors;
- (c) presentation of any Annual Report from the outgoing Mayor.

**CR WORTMANN
CR SCALES**

THAT CR JOYCE BE ELECTED AS TEMPORARY CHAIR TO DEAL WITH ITEMS 2-6.5 BELOW.

CARRIED

2 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."

3 Councillor and Officer presence at the meeting

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

In Attendance:	Title:
J Phelps	Chief Executive Officer
J Heritage	Director Technical Services
D Snaith	Executive Assistant
C Bird	Project Manager

4 Apologies and granting of leave of absence

Cr Debi Gadd

On behalf of Council, Cr Joyce extended condolences to Cr Gadd on the passing of her father.

5 Declaration of pecuniary interest and/or conflict

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

Nil.

6 Mayoral Term and Election of Mayor

Under Section 71(1) of the Act the Councillors must elect a Councillor to be the Mayor of the Council, at a meeting of the Council that is open to the public.

6.1 Mayoral Term (07/05/0007)

The Mayoral term may be either one (1) or two (2) years. If it is Council's desire for the term to be two (2) years a resolution of Council must be made in this regard before a Mayor is elected (s71(2)).

**CR FRASER OAM
CR WORTMANN**

THAT THE TERM OF OFFICE FOR THE MAYOR BE SET AT ONE YEAR.

CARRIED

6.2 Address by outgoing Mayor

As outgoing Mayor Cr Mary Fraser OAM declared it had been an absolute pleasure in working with the Council for the past five years. Cr Fraser thanked Juliana Phelps, Diana Snaith and Jamie Heritage for their support during the year saying it was the nicest year ever as being Mayor. Cr Fraser OAM said Council had managed to secure many grants throughout her term. Cr Fraser OAM praised staff saying the grants received were due to the hard work of the staff and the co-operation of Councillors. Cr Fraser OAM felt that the community may not be fully aware of the work involved and Council could not assume that they were aware of it. In closing Cr Fraser OAM said it was fantastic to work with a very supportive team.

6.3 Election of Mayor (07/05/0007)

Any Councillor is eligible for election or re-election to the office of Mayor (s72).

Section 73 of the Act provides that the Mayor of a Council takes precedence at all municipal proceedings within the municipal district and the Mayor must take the chair at all meetings of the Council at which he or she is present (s73(1)).

**CR WORTMANN
CR SCALES**

THAT CR FRASER OAM BE ELECTED TO THE OFFICE OF MAYOR.

CARRIED

Cr Joyce invited Cr Fraser OAM to address the meeting.

6.4 Address by the Mayor

Cr Fraser OAM thanked the Council for their support and said she looked forward to the ensuing 12 months.

6.5 Election of Deputy Mayor

The Act is silent on the matter of the election of a Deputy Mayor. The Council may however elect a Council to be the Deputy Mayor.

A Deputy Mayor does not have any statutory role or function under the Act. It is merely a title bestowed on the Councillor so elected and does not mean the holder of the title can automatically deputise for the Mayor with regard to the Mayoral role, function and duties.

Deputy Mayor vs. Acting Mayor

Section 73(3) of the Act provides for the appointment of an acting Mayor where there is a vacancy in the office of Mayor, or the Mayor is absent, incapable of acting or refusing to act. It must be noted that the appointment of the acting Mayor is not a permanent appointment. An acting Mayor must be appointed each time there is a vacancy in the office of Mayor or the Mayor is absent, incapable of acting or refusing to act.

Unlike the Mayor who takes precedence at all municipal proceedings within the municipal district and must take the chair at all meetings of the Council at which he or she is present (s73(1)), the Deputy Mayor does not and cannot undertake either of these roles unless he or she has been appointed acting Mayor by the Council.

Cr Fraser OAM nominated Cr Wortmann.

There were no other nominations.

Cr Wortmann was appointed as Deputy Mayor.

Cr Joyce vacated the Chair.

7 Appointment to Committees and Boards (07/05/0007-CEO)

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.

COMMITTEE	2013	2014
Advisory Committee		
Audit Committee	Mayor (Substitute Delegate Cr Gadd)	Mayor (Substitute Delegate Cr Gadd)
S.86 Committees		
Guys Forest Recreational Reserve	Cr Gadd	Cr Gadd
Riverview Committee of Management Walwa	Cr Gadd	Cr Gadd
External Boards		
North East Waste Management Forum (NevRwaste)	Cr Joyce	Cr Joyce
External Committees		
Alliance of Councils and Shires in the Upper Murray (ACSUM) Working Party	Mayor and Cr Joyce	Mayor and Cr Joyce
Corryong Cemeteries Trust	All Councillors	All Councillors
High Country Councils Coalition (HCCC)	Mayor	Mayor
Hume Region Local Government Network (HRLGN)	Mayor	Mayor
Lake Hume Land and On-Water Management Community Reference Group	Cr Wortmann	Cr Wortmann
Municipal Association of Victoria (MAV)	Cr Joyce (Substitute Delegate - Mayor)	Cr Joyce (Substitute Delegate - Mayor)
Municipal Emergency Management Plan	Mayor (Substitute Delegate Cr	Mayor (Substitute Delegate Cr

**TOWONG SHIRE COUNCIL
ORDINARY MEETING 12 NOVEMBER 2013**

COMMITTEE	2013	2014
	Wortmann)	Wortmann)
Municipal Fire Prevention Committee (<i>this Committee has been revoked and has become the Municipal Fire Management Plan Committee.</i>)	Cr Wortmann	The final meeting of this Committee took place on 8 October 2013
Municipal Fire Management Plan Committee	Cr Wortmann	Cr Wortmann
Murray Arts	Cr Gadd	Cr Gadd
Murray Darling Association Region 1	Cr Wortmann	Cr Wortmann
Rural Councils Victoria	Mayor	Mayor
Roadsafe North East	Cr Scales	Cr Scales
Timber Industry Roads Evaluation Scheme (TIRES)	Cr Wortmann	Cr Wortmann
Timber Towns and National Timber Councils Association	Cr Gadd (Substitute Delegate CEO)	Cr Gadd (Substitute Delegate CEO)
Towong Alliance	Mayor	Mayor
Towong Shire Plantations Committee	Cr Gadd	Cr Gadd
Western Towong Community Youth Council Services	Cr Scales (Substitute Delegate Cr Wortmann)	Cr Scales (Substitute Delegate Cr Wortmann)

Other Committees Council may wish to consider participating on include:

COMMITTEE	2013	2014
Bethanga Action Group (BAG)	Cr Wortmann	Cr Wortmann or Joyce
Dartmouth Progress Association	Cr Scales	Cr Scales
Mitta Valley Advancement Forum (MVAF)	Cr Scales	Cr Scales
Tallangatta for the Future (TFTF)	Cr Fraser OAM	Cr Fraser OAM
Upper Murray Business Inc (UMBI)	Cr Gadd or Joyce	Cr Gadd or Joyce
Upper Murray Tourist Association (UMTA)	Cr Gadd or Joyce	Cr Gadd or Joyce

**CR JOYCE
CR SCALES**

THAT APPOINTMENTS TO COMMITTEES AND BOARDS BE CONFIRMED AS UNDER:

COMMITTEE	2014
ADVISORY COMMITTEE	
AUDIT COMMITTEE	MAYOR (SUBSTITUTE DELEGATE CR GADD)
S.86 COMMITTEES	
GUYS FOREST RECREATIONAL RESERVE	CR GADD
RIVERVIEW COMMITTEE OF MANAGEMENT WALWA	CR GADD
EXTERNAL BOARDS	
NORTH EAST WASTE MANAGEMENT FORUM (NEVRWASTE)	CR JOYCE
EXTERNAL COMMITTEES	
ALLIANCE OF COUNCILS AND SHIRES IN THE UPPER MURRAY (ACSUM) WORKING PARTY	MAYOR AND CR JOYCE
CORRYONG CEMETERIES TRUST	ALL COUNCILLORS
HIGH COUNTRY COUNCILS COALITION (HCCC)	MAYOR
HUME REGION LOCAL GOVERNMENT NETWORK (HRLGN)	MAYOR
LAKE HUME LAND AND ON-WATER MANAGEMENT COMMUNITY REFERENCE GROUP	CR WORTMANN

COMMITTEE	2014
MUNICIPAL ASSOCIATION OF VICTORIA (MAV)	CR JOYCE (SUBSTITUTE DELEGATE - MAYOR)
MUNICIPAL EMERGENCY MANAGEMENT PLAN	MAYOR (SUBSTITUTE DELEGATE CR WORTMANN)
MUNICIPAL FIRE MANAGEMENT PLAN COMMITTEE	CR WORTMANN
MURRAY ARTS	CR GADD
MURRAY DARLING ASSOCIATION REGION 1	CR WORTMANN
RURAL COUNCILS VICTORIA	MAYOR
ROADSAFE NORTH EAST	CR SCALES
TIMBER INDUSTRY ROADS EVALUATION SCHEME (TIRES)	CR WORTMANN
TIMBER TOWNS AND NATIONAL TIMBER COUNCILS ASSOCIATION	CR GADD (SUBSTITUTE DELEGATE CEO)
TOWONG ALLIANCE	MAYOR
TOWONG SHIRE PLANTATIONS COMMITTEE	CR GADD
WESTERN TOWONG COMMUNITY YOUTH COUNCIL SERVICES	CR SCALES (SUBSTITUTE DELEGATE CR WORTMANN)

COMMITTEE	2014
BETHANGA ACTION GROUP (BAG)	CR WORTMANN OR JOYCE
DARTMOUTH PROGRESS ASSOCIATION	CR SCALES
MITTA VALLEY ADVANCEMENT FORUM (MVAF)	CR SCALES
TALLANGATTA FOR THE FUTURE (TFTF)	CR FRASER OAM
UPPER MURRAY BUSINESS INC (UMBI)	CR GADD OR JOYCE
UPPER MURRAY TOURIST ASSOCIATION (UMTA)	CR GADD OR JOYCE

CARRIED

8 Council Meeting Arrangements (07/05/0007-EA)

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:

Council needs to determine its meeting arrangements and schedule for the 2013-2014 municipal year.

Council's local law provides that the date, time and place for all Ordinary Council meetings be fixed by Council from time to time.

Ordinary Council meetings are held on the first Tuesday of the month commencing at 10am with meeting venues alternating between the Corryong and Tallangatta Council offices.

The public holidays to be observed in Victoria during the remainder of the 2013-2014 municipal years are:

Public Holidays	2013	
Christmas Day	Wednesday	25 December
Boxing Day	Thursday	26 December
	2014	
New Year's Day	Wednesday	1 January
Australia Day (substitute)	Monday	27 January
Labour Day	Monday	10 March
Good Friday	Friday	18 April
Easter Saturday	Saturday	19 April
Easter Monday	Monday	21 April
Anzac Day	Friday	25 April
Queen's Birthday	Monday	9 June
Melbourne Cup Day	Tuesday	4 November
Christmas Day	Thursday	25 December
Boxing Day	Friday	26 December

It is also proposed that there be no Ordinary Council Meeting held in January in order to accommodate staff and Councillor leave over Christmas and the New Year.

**CR JOYCE
CR WORTMANN**

THAT:

- 1. ORDINARY COUNCIL MEETINGS BE HELD ON THE FIRST TUESDAY OF EVERY MONTH (EXCEPTING PUBLIC HOLIDAYS) COMMENCING AT 10.00 AM ALTERNATING BETWEEN TALLANGATTA AND CORRYONG AND VARIOUS VENUES THROUGHOUT THE SHIRE; AND**
- 2. THE FOLLOWING MEETING DATES AND VENUES BE ADOPTED FOR ORDINARY COUNCIL MEETINGS FOR THE 2013/2014 MUNICIPAL YEARS;**

DATE	LOCATION
3 DECEMBER 2013	TALLANGATTA COUNCIL OFFICE
JANUARY 2014	NO MEETING
4 FEBRUARY 2014	TALLANGATTA COUNCIL OFFICE
4 MARCH 2014	MITTA VALLEY SPORTS COMPLEX
1 APRIL 2014	TALLANGATTA COUNCIL OFFICE
6 MAY 2014	CORRYONG COUNCIL OFFICE
3 JUNE 2014	TALLANGATTA COUNCIL OFFICE
1 JULY 2014	CORRYONG COUNCIL OFFICE
5 AUGUST 2014	TALLANGATTA COUNCIL OFFICE
2 SEPTEMBER 2014	CORRYONG COUNCIL OFFICE
7 OCTOBER 2014	BETHANGA MEMORIAL HALL
11 NOVEMBER 2014	CORRYONG COUNCIL OFFICE
2 DECEMBER 2014	TALLANGATTA COUNCIL OFFICE

CARRIED

9 Confirmation of minutes

Ordinary Council Meeting of 1 October 2013 and the Special Council Meeting of 15 October 2013

**CR SCALES
CR WORTMANN**

THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING OF 1 OCTOBER 2013 AND THE SPECIAL COUNCIL MEETING OF 15 OCTOBER 2013, AS CIRCULATED, BE CONFIRMED.

CARRIED

10 Petitions, joint letters and declarations

Nil.

11 Assembly of Councillors

A written record of the Assemblies of Councillors from 1 October 2013 to 31 October 2013 is included at Appendix 1.

CR WORTMANN

CR JOYCE

THAT THE INFORMATION BE NOTED.

CARRIED

12 Open Forum

Nil.

13 Organisational improvement

13.1 Finance Report as at 30 September 2013 (CEO)

Disclosure of Interests (S.80C):

This report was prepared by Mr Peter Barber, Manager Corporate Services.

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

OPERATING RESULT

	Note	Sep-13 (Actual) \$'000	Sep-13 (Budget) \$'000	YTD (Actual) \$'000	YTD (Budget) \$'000	YTD (Variance) \$'000	YTD (Variance) %
Income		7,116	559	9,099	9,557	(458)	-5%
Expenditure		889	840	2,281	3,164	(883)	-28%
Surplus		6,227	(281)	6,818	6,393	425	7%

Both income and expense items are lower than budget as when the timing of a project is unknown, the budget is placed in the month of July.

Detailed notes to the expenditure will be provided in future reports once trends are established in the current financial year.

Grant Income

	Note	Sep-13 (Actual) \$'000	YTD (Actual) \$'000	YTD (Budget) \$'000	YTD (Variance) \$'000	12 Month (Budget) \$'000
Recurring		462	555	571	(16)	2,184
Non-Competitive		23	1,176	1,166	10	2,783
Competitive		19	535	950	(415)	1,576
Total		504	2,266	2,687	(421)	6,543

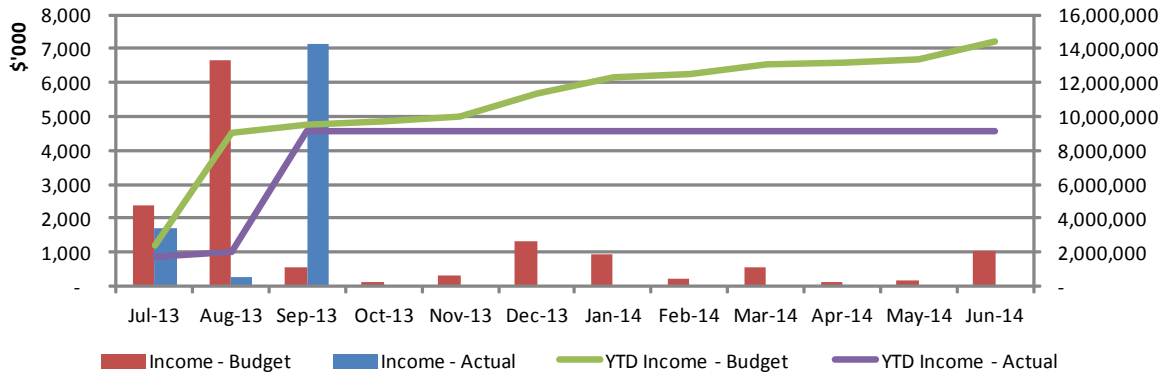
Notes to the grant income will be provided in future reports once trends are established in the current financial year.

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

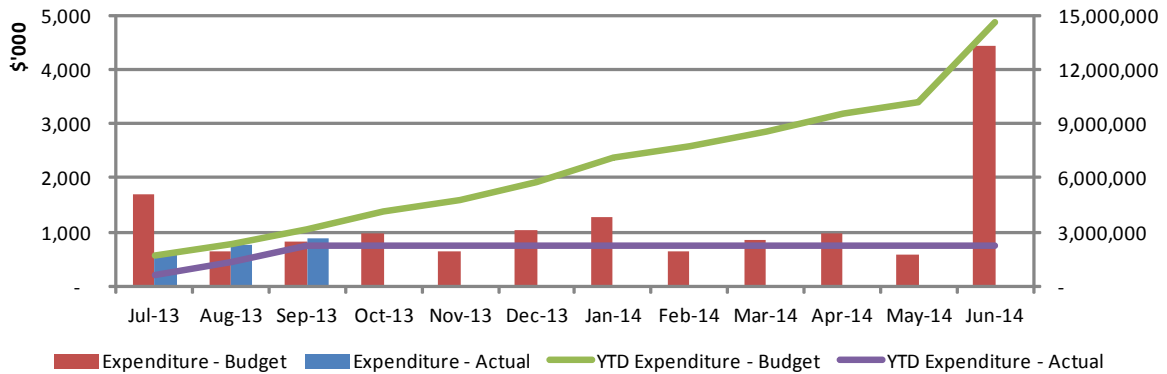
	YTD (Act) \$'000
Recurring	
VGC General Purpose Funds	431
Library	87
Maternal and Child Health	31
Corryong Pre School	29
Pre School Cluster	20
Tallangatta Pre School	17
Berringa Pre School	15
State Emergency Service Corryong	13
State Emergency Service Tallangatta	13
State Emergency Service Mitta	7
Competitive and Non-Competitive	
Country Roads and Bridges	1,000
Tallangatta Multi-sport Precinct	339
Scenic Wayside Stop Project	117
Municipal Emergency Response Program (P Leddy)	60
Weed Project	28
L2P Program	23
Walwa Community Recovery Centre	9
Community Access	9
Tallangatta Neighbourhood House	7
Freeza Funding	6
Towong Racecourse (DSE)	3
Seniors Week	2
Comm Health & Wellbeing	1
Total	2,266

Operating result

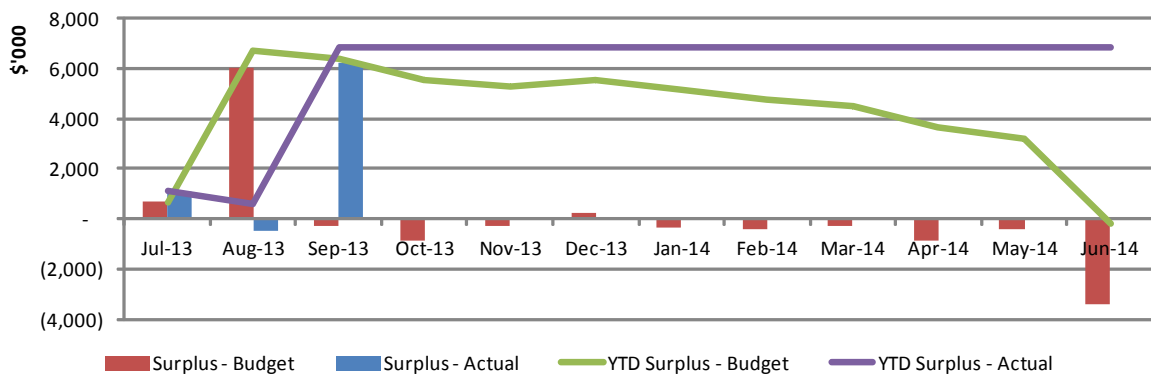
Income



Expenditure



Operating Surplus



Notes to major income and expenditure:

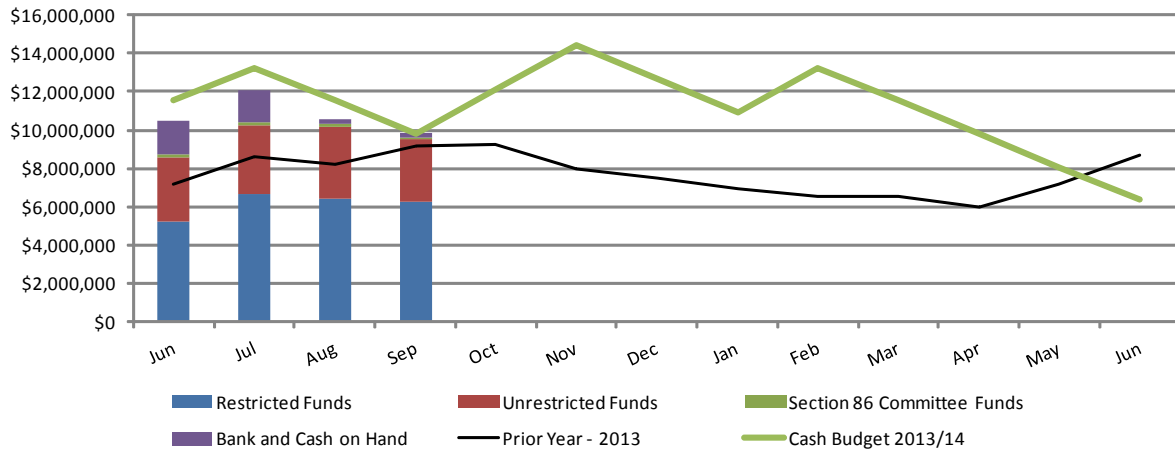
- Council rates were budgeted to be raised in August. This occurred in September.
- Depreciation is budgeted to be recorded in June.

CASH POSITION

Cash on Hand

The cash position moved during the month as detailed below:

	Current Month Sep-13 \$	Prior Month Aug-13 \$	Variance	
			\$	%
Unexpended Grants	5,285,110	5,428,671	(143,561)	-2.6%
Provisions and reserves	973,120	973,120	-	0.0%
Restricted Funds	6,258,230	6,401,791	(143,561)	-2.2%
Unrestricted Funds	3,239,207	3,764,520	(525,312)	-14.0%
Section 86 Committee Funds	134,159	134,159	-	0.0%
Total Investments	9,631,597	10,300,470	(668,873)	-6.5%
Bank and Cash on Hand	185,479	242,125	(56,646)	-23.4%
Total Cash	9,817,076	10,542,594	(725,519)	-6.9%
Average Interest Rate	4.04%	4.02%		



Investments

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

Date	Product	Institution	Principal	Yield	Term	Rating	Maturity
12/07/2013	Term Deposit	ME Bank	1,044,487	4.20%	90 Days	A2	10/10/2013
9/08/2013	Term Deposit	ING Bank	1,055,293	3.90%	180 Days	A1	5/02/2014
26/06/2013	Term Deposit	WAW	769,983	4.20%	180 Days		26/12/2013
15/04/2504	Term Deposit	ME Bank	1,000,000	4.20%	91 Days	A2	21/10/2013
16/07/2013	Term Deposit	Wide Bay Australia Ltd	2,000,000	4.15%	120 Days	A2	13/11/2013
10/07/2013	Term Deposit	ME Bank	1,022,594	4.20%	92 Days	A2	10/10/2013
N/A	Online Saver	ANZ	2,605,081	3.75%	On Call	AA-	N/A
N/A	S86 Committees	Various	134,159	4.68%	N/A		N/A
Total Investments			9,631,597				

Restricted Funds

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

**TOWONG SHIRE COUNCIL
ORDINARY MEETING 12 NOVEMBER 2013**

	\$
Unexpended Grants	
Country Roads and Bridges	1,690,000
Tallangatta Community Hub	1,030,837
LG Infrastructure Projects	678,712
Tallangatta Multi-sport Precinct	404,026
Cudgewa Recreation Reserve	213,527
R2R Supplementary	186,701
Local Government Reform	130,977
Walwa Community Recovery Centre	116,803
Flood Recovery Officer (T Hall)	91,080
Municipal Emergency Response Program (P Leddy)	82,092
High Country Rail Trail Upgrade (DSE)	75,000
Improving Liveability of Older People	60,989
Magorra Park (DSE)	55,000
Flood Recovery (Community projects)	50,634
Mitta Valley Dairy Pathways	47,353
Staceys Bridge Reserve (DSE)	44,000
Cudgewa Multi Purpose Facility (DSE)	41,438
Towong Racecourse (DSE)	39,969
Rural Land Use Study	37,500
Weed Project	32,457
Community Access	24,176
Community Development Officer (Vacant)	23,546
L2P Program	22,500
NE Dairy Regional Growth Plan	20,523
Bushfire Management Overlay	19,640
Biggara Recreation Reserve (DSE)	14,653
Tallangatta Swimming Pool Upgrade	14,003
Universal Access to Kindergarten	9,997
Freeza Funding	8,986
SP Ausnet Community Development	7,347
Tallangatta Neighbourhood House	7,044
Fire Access Track Maintenance	1,764
Seniors Week	1,469
Youth Services/Strategy	368
Provisions and Reserves	
Long Service Leave	773,120
Landfill Rehabilitation	200,000
Total	6,258,230

RECEIVABLES

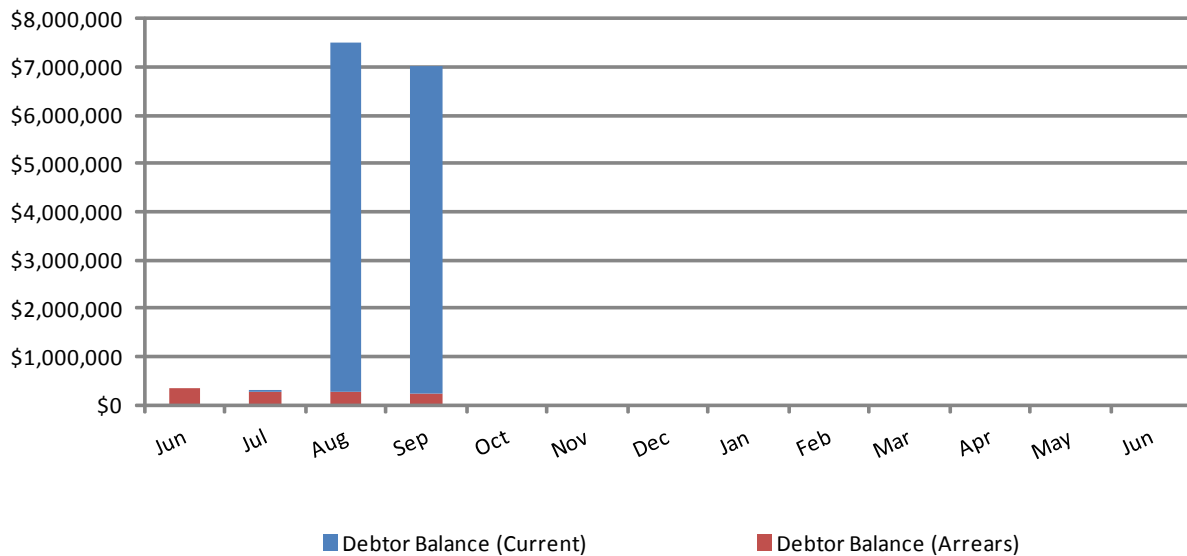
Rates, Municipal Charge, Waste Management Charge and Waste Collection Charge

The outstanding amount of rates, municipal charge, waste management charge and waste collection charge at month end were \$7,056,870.

This is higher than expected due to the delay in the issue of the rates and valuation notice. This delay saw an extension to the due date to 11 October 2013.

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

Rates, Municipal, Waste Collection, Waste Management Charge and FSPL Debtors	Amount Received \$	% Collected Sep-13	Received YTD \$	Collected YTD %	Balance Outstanding \$	
Levied 2013/14	7,303,608	450,616	6.2%	467,049	6.4%	6,836,559
Arrears prior to 2013/14	339,358	39,522	11.6%	119,047	35.1%	220,311
Total Charges		490,138		586,095		7,056,870

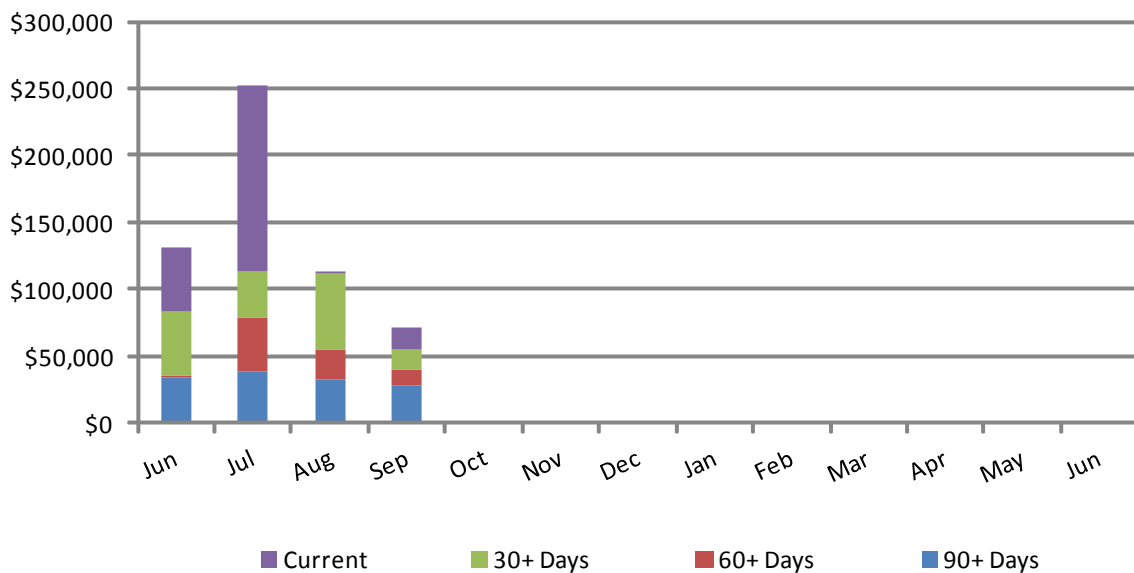


Sundry Debtors

The Sundry Debtors outstanding at month end total \$70,814.

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

Sundry Debtors	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
September 2013	16,033	15,070	11,847	27,864	70,814
August 2013	620	57,332	22,270	32,325	112,547
Variance	15,413	(42,262)	(10,423)	(4,461)	(41,733)



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

Debtor	Amount	Description	RO	Notes
DSE (19583)	\$8,051.00	NE Bushfire Camera Network	DB	Final payment on acquittal
Debtor 18925	\$4,000.00	Community Group Loan	DB	Long term binding payment agreement has not yet been signed. Paying \$500 per annum. \$500 received May 2013.
Regional Development Victoria (17261)	\$4,070.00	Towong Racecourse	PS	10% balance due when acquittal report lodged. The project is not complete and acquittal will be prepared once the project is finalised.
Debtor 17007	\$2,950.00	Infringement Notice	PL	Unable to place in debt collection process as not allowed as part of infringement notifications.
Debtor 15571	\$2,500.00	NE Dairy Regional Growth Plan	JP	Indigo Shire Council
Debtor 18781	\$1,337.00	Equipment Loan	DB	Agreed (annual) payment plan. Within payment plan terms.
Debtor 19132	Nil	Corporate contribution	DB	Final payment received in September 2013.

LOCAL ROADS

Local Roads Capital Works

	Note	YTD Actual \$	YTD Budget \$	Variance	Annual Budget \$
402 Survey and Design		5,681	5,000	681	105,000
410 Road Construction		182,426	185,000	(2,574)	570,000
413 Storm Damage		27,008	80,000	(52,992)	418,951
416 Sealing		8,982	133,500	(124,518)	188,500
417 Resealing		-	-	-	750,000
420 Drainage Construction		-	-	-	91,500
421 Digouts		6,150	-	6,150	1,075,972
422 Resheeting		4,601	-	4,601	230,000
432 Footpaths		13,941	-	13,941	30,000
433 Kerb and Channel		19,165	-	19,165	100,000
450 Bridge Construction		285,545	341,677	(56,132)	2,239,077
Total		553,499	745,177	(191,678)	5,799,000

Notes to local roads operations will be provided once trends against budget can be established.

Local Roads Maintenance

	Note	YTD Actual \$	YTD Budget \$	Variance	Annual Budget \$
302 Survey and Design		13,765	1,251	12,514	5,000
304 Pavement Maintenance		30,190	45,000	(14,810)	180,000
306 Grading		39,926	120,000	(80,074)	480,000
308 Shoulder Maintenance		11,448	24,999	(13,551)	100,000
310 Drainage Maintenance		57,018	48,750	8,268	195,000
312 Call Outs		6,478	3,000	3,478	12,000
313 Storm Damage		10,464	-	10,464	-
324 General Roadside Maintenance		23,395	16,251	7,144	65,000
328 Tree Maintenance		26,967	22,437	4,530	89,749
330 F/Path Maintenance		638	2,001	(1,363)	8,000
331 K and C Maintenance		1,347	1,251	96	5,000
334 Roadside Treatments		-	3,750	(3,750)	15,000
336 Signs Maintenance		4,858	3,000	1,858	12,000
338 Linemarking		256	2,499	(2,243)	10,000
340 Guideposts		3,037	1,749	1,288	7,000
342 Guardrail		-	1,251	(1,251)	5,000
346 Bridge Maintenance		6,769	-	6,769	-
Total		236,556	297,189	(60,633)	1,188,749

Notes to local roads operations will be provided once trends against budget can be established.

**CR JOYCE
CR SCALES**

THAT THE FINANCE REPORT BE NOTED.

CARRIED

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

Items requiring action from the 1 October 2013 Council Meeting and the 15 October Special Council Meeting are attached at Appendix 2.

**CR WORTMANN
CR SCALES**

THAT THE REPORT BE NOTED.

CARRIED

13.3 Performance Reporting Graphs (CEO)

The Performance Reporting Graphs are attached at Appendix 3 for information.

**CR SCALES
CR JOYCE**

THAT THE REPORT BE NOTED.

CARRIED

14 Community wellbeing

14.1 Kindergarten Parent Survey Results (04/03/0027-CEO)

Disclosure of Interests (S.80C):

This report was prepared by Mrs Penelope Sell, Manager Community Services.

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

Background/History:

The Kindergarten services in Tallangatta, Corryong and Bellbridge are provided by Towong Shire Council.

Each year, Council surveys parents to gain valuable feedback to assist with future planning for Kindergarten Services.

With the introduction of Universal Access (15 hours), kindergartens have undergone significant changes to enable implementation of the National Quality Framework (NQF). The framework is a National standard for education and includes the implementation of a Quality Improvement Plan (QIP) that includes seven fundamental assessment areas for each service;

1. Educational program and practice
2. Child's Health and Safety
3. Physical Environment
4. Staffing arrangements
5. Relationships with Children
6. Collaborative partnerships with families and communities
7. Leadership and service management

In July 2013, surveys were sent to all parents who have a child enrolled at a Towong Shire Council Kindergarten service. Twenty responses were received from a total of 57 surveys provided to parents for completion.

A summary of key findings for Towong Shire Council's Cluster Management are included at Appendix 4.

Enrolments for Council's Kindergarten services are as follows:

DATE	SERVICE	ENROLMENTS
2013	Berringa	8
	Corryong	26
	Tallangatta	23
2012	Berringa	16
	Corryong	33
	Tallangatta	19
2011	Berringa	26
	Corryong	27
	Tallangatta	20

In addition, birth data for Towong Shire is steady with growth experienced since 2009. This has the potential to have a positive impact on future Kindergarten enrolments;

DATE	NUMBER OF BIRTHS
01 July 2012 to 30 June 2013	54
01 July 2011 to June 2012	55
01 July 2010 to June 2011	38
01 July 2009 to June 2010	48

Impact on Council Policy:

No impact.

State Government Policy Impacts:

Parent surveys support the Department of Education and Early Childhood's plan to provide leadership in early years service provision across the State of Victoria through improved planning and regular assessment of services.

Budget Impact:

There is no impact on the Council budget.

Risk Assessment:

Data collection and regular assessment of kindergarten services enables continuous improvement and provides a decision making tool for Council, supporting the National Quality Framework agenda.

Community Consultation/Responses:

The majority of the parents from the 2013 Kindergarten enrolment year are satisfied with current service provision, hours and quality improvement plan implementation.

The Australian Education and Care Quality Authority also engaged with parents to assist with their assessment of the Tallangatta service. The Corryong and Berringa services will be assessed later this year.

Discussion/Officers View:

A partnership approach in children's services is encouraged. Parents have been surveyed and engaged to assist Council in future decision making.

It is the Officer's view that:

1. Council consider supporting a 9am start across all services as evidenced in data collection to be a preferred arrangement.
2. Council consider increasing parent interviews to twice yearly as evidenced in data collection to be a preferred arrangement.
3. Council continue to promote the National Quality Framework and Quality Improvement Plans as the foundation for all Council decisions.
4. Council continue to promote and further develop healthy eating programs.

**CR JOYCE
CR WORTMANN**

THAT COUNCIL:

- 1. CONTINUE TO PROMOTE THE NATIONAL QUALITY FRAMEWORK AND QUALITY IMPROVEMENT PLANS AS THE FOUNDATION FOR ALL COUNCIL DECISIONS;**
- 2. CONTINUE TO PROMOTE AND FURTHER DEVELOP HEALTHY EATING PROGRAMS; AND**
- 3. UNDERTAKE A SURVEY OF CHILDREN ATTENDING KINDERGARTEN IN 2014 TO DETERMINE THE BEST STARTING TIME.**

CARRIED

14.2 Towong L2P Program (04/06/0118-CEO)

Disclosure of Interests (S.80C):

This report was prepared by Mrs Renee Carkeek, Youth Services 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 VicRoads L2P project is an innovative community based program developed to assist young learner drivers who do not have access to a supervising driver or a vehicle due to financial or family circumstances.

L2P enables local communities to develop a program to suit their specific needs, within certain constraints, to work with young people under the age of 21 years to achieve 120 hours of learner driving experience as required under the Graduated Licensing System in Victoria.

The program involves a 'team' consisting of the young learner driver and a community volunteer utilising a sponsored vehicle to undertake supervised driving sessions, in much the same way as parents/carers work with their children, to achieve the required number of hours of on road driving experiences. The driving is undertaken in stages with graduations through each stage being supported by lessons with a professional driving instructor

Impact on Council Policy:

The L2P program aligns with the Council Plan as it forms part of the youth activities program. The program focuses on community engagement and partnerships.

State Government Policy Impacts:

The State Government through the Transport Accident Commission (TAC) has provided funding to enable VicRoads to implement the L2P Program throughout the State. This funding is being made available to assist in the operation of an L2P program in communities throughout Victoria.

Budget Impact:

There is minimal cost to Council, estimated at \$500 per year.

FUNDING STRUCTURE:

VicRoads is administering funds allocated by TAC to support the program managed by Junction Support Services;

- Administrative costs associated with program governance, steering committee costs and other associated activities.
- Management costs for the program which can be a share of the management time for an existing manager who will manage the program as part of their overall organisational role.
- Costs associated with implementing the volunteer supervisor's recruitment process and the learners' selections criteria policy.
- Costs for professional driving lessons for learners up to an average of seven lessons per learner driver.
- Administrative costs associated with the required reference checks for volunteer supervisors (police, working with children and driver license checks).
- Operating costs for the program vehicle or partial operating costs for smaller projects which use a proportion of the time of an existing vehicle.

Risk Assessment:

A hazard and risk assessment is an essential step in the protection of all the people involved in the L2P program and assists in ensuring that all aspects of the program comply with the law. This is managed by Junction Support.

Community Consultation/Responses:

PROJECT MANAGEMENT

The program is managed in consultation with Junction Support Services. Junction Support is responsible for handling complaint processes, identifying volunteers and learner drivers and making provision for volunteers training. The program is well received by the community.

A fundamental principle underpinning the program is a partnership between state and local government, with local communities, relevant agencies and local business.

Local government is the key administrative arm to drive initiatives supporting the local community. Local business and welfare agencies can also contribute to the partnership to ensure an effective program is available.

MENTORS AND MENTEES OUTCOME:

TALLANGATTA	PARTICIPANTS
Mentors- Volunteers	12
Mentees- L plate drivers	15

CORRYONG	PARTICIPANTS
Mentors- Volunteers	5
Mentees- L plate drivers	6

The above table indicates driver and volunteer matches for the Towong L2P program. Over the past six month reporting period the Towong L2P program has seen two learner drivers graduate from the program.

Further Project Development

The Towong L2P program has a vehicle located at Tallangatta on Friday/Saturday, Sunday and Monday. The vehicle is also available in Corryong on Tuesdays from 8:30am-6:30pm.

Discussion/Officers View:

It is the Officer's opinion that this is a beneficial program for Towong Shire Learner Drivers and there is merit in Council continuing to support this valued community program.

**CR SCALES
CR WORTMANN**

THAT:

- 1. THE REPORT BE NOTED; AND**
- 2. COUNCIL CONTINUE TO SUPPORT THE L2P PROGRAM.**

CARRIED

15 Asset management

15.1 Works Schedule (DTS)

The works scheduled for the period 14 September to 25 October 2013 is attached at Appendix 5 for information.

**CR JOYCE
CR SCALES**

THAT THE REPORT BE NOTED.

CARRIED

16 Land-use planning

16.1 Towong Planning Scheme Amendment C31 - Municipal Strategic Statement (MSS) Review (03/02/0018-MP)

Disclosure of Interests (S.80C):

This report was prepared by Mr Simon Hollis, Manager Planning.

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

Background/History:

This matter was previously reported to Council in June 2012, at which time Council resolved to seek Ministerial authorisation to prepare and exhibit Amendment C31 to the Towong Planning Scheme, an amendment that seeks to introduce a revised Municipal Strategic Statement (MSS) into the Towong Planning Scheme.

Section 12A (1) of the *Planning and Environment Act 1987* requires every municipal council which is a planning authority to prepare a MSS. The MSS must further the objectives of planning in Victoria and contain:

- The strategic planning objectives of the planning authority;
- The strategies for achieving the objectives; and
- A general explanation of the relationship between the objectives and strategies and the controls on the use and development of land in the Planning Scheme.

The MSS establishes the strategic planning framework for the municipality and shows how it supports and implements the State Planning Policy Framework. The State Planning Policy Framework and MSS together provide the strategic basis for the application of zones, overlays and particular provisions within the Towong Planning Scheme. The MSS provides the broad local policy basis for making decisions under a planning scheme and must be taken into account when preparing amendments to a planning scheme or making decisions under a scheme.

It is a requirement of the *Planning and Environment Act 1987* that the MSS be continually reviewed and refined as the planning authority develops and revises its strategic direction. Section 12B of the *Planning and Environment Act* requires a

planning authority which is a municipal council to review its MSS, to ensure it remains contemporary and relevant.

The Towong Planning Scheme MSS was last reviewed as part of the C14 Planning Scheme Amendment process in 2006-2007.

The structure of the proposed MSS is based on the format guidance provided within the Department of Planning and Community Development Practice Note Number 4 (September 2010) *Writing A Municipal Statement* and is framed around the objectives, issues and strategic actions within three main themes; *Settlement*, *Environment* and *Economy*. The proposed format of the revised MSS is as follows:

1. Municipal Profile – a brief ‘snapshot’ of the municipality with a regional context.
2. Vision – this is linked to the Council plan and draws upon the outcomes of the community engagement for the Rural Land Use Study and Settlement Strategy.
3. Settlement - Objectives, key issues and strategic actions.
4. Environment – Objectives, key issues and strategic actions.
5. Economy – Objectives, key issues and strategic actions.
6. Reference Documents.

The proposed MSS has been informed by recent strategic planning work, including the *Towong Shire Rural Land Use Study*, *Settlement Strategy*, *Heritage Study* and *Tallangatta Tomorrow* project, together with input from Councillors, Council staff and other authorities. A copy of the proposed MSS is shown at Appendix 6.

Impact on Council Policy:

The proposed revised MSS is intended to implement the *Council Plan* and provides a *Local Planning Policy Framework* that implements the recommendations of key Council adopted strategies.

State Government Policy Impacts:

The proposed amendment to the Towong Planning Scheme does not contradict State Planning Policy. The revised MSS has been framed with reference to the format guidance provided within the Department of Planning and Community Development Practice Note Number 4 (September 2010) *Writing A Municipal Statement* and the subsequent amendment to the Towong Planning Scheme can be prepared in accordance with Minister’s Direction No 11 *Strategic Assessment of Amendments* and the Practice Note *Strategic Assessment Guidelines for Planning Scheme Amendments* (revised August 2004).

Budget Impact:

All costs associated with Amendment C31 have been budgeted for.

Community Consultation/Responses:

Amendment C31 was formally placed on public exhibition pursuant to Sections 17, 18 and 19 of the Planning and Environment Act 1987 with the notice in the Government Gazette on 7 March 2013. Notice was provided to the prescribed Ministers, agencies and authorities. Notices also appeared in the following:

- Tallangatta Herald – 28 February 2013
- Border Mail – 2 March 2013
- Government Gazette – 26 July 2012
- Corryong Courier – 28 February and 7 March 2013

A media release was further issued in the middle of March and subsequent public consultation meetings were held at:

Eskdale: 2 April 2013
 Bethanga: 3 April 2013
 Corryong: 4 and 9 April 2013
 Walwa: 4 April 2013

A total of nine submissions were received by Council, four of which offered no objection to the exhibited Amendment. The following table provides a summary of the submissions received. Copies of the submissions are shown at Appendix 7.

Amendment C31 Submission Summary			
Organisation	Contact Name	Issue	Outcome
Trees Victoria	Bernard Young	MSS does not recognize the importance of plantation forestry.	Objection withdrawn as a result of minor changes to wording at Clause 21.05-1 'Timber Plantations' and revised 'Framework Plan' a Clause 21.02-6.
Agriwealth	Hugh Dunchue	MSS does not recognize the importance of plantation forestry.	Objection withdrawn as a result of minor changes to wording at Clause 21.05-1 'Timber Plantations' and

Amendment C31 Submission Summary			
Organisation	Contact Name	Issue	Outcome
			revised ' <i>Framework Plan</i> ' a Clause 21.02-6.
	Ron Wilson	MSS does not recognize the importance of plantation forestry.	Objection withdrawn as a result of minor changes to wording at Clause 21.05-1 ' <i>Timber Plantations</i> ' and revised ' <i>Framework Plan</i> ' a Clause 21.02-6.
NECMA	Veronica Lanigan	Matters generally relating to alignment with the Regional Catchment Strategy and that the proposed MSS is too negative towards plantation forestry.	Objection withdrawn as a result of minor changes to wording at Clause 21.05-1 ' <i>Timber Plantations</i> ' and revised ' <i>Framework Plan</i> ' a Clause 21.02-6.
North East Water	Julie Brooks	Treatment plant issues, particularly the encroachment of sensitive development. Domestic Wastewater Management Plan to recommend which unsewered towns should be considered for reticulated sewer.	Objection withdrawn as a result of minor changes to wording at Clause 21.03 and revised ' <i>Reference Documents</i> ' at Clause 21.06.
GMW	Neil Repacholi	No objection.	No objection.
EPA	Clare Kiely	No objection.	No objection.
DSE	Trevor Byers	No objection.	No objection.
Wodonga City Council	Leon Schultz	Generally supportive.	No objection.

Negotiations have taken place with the submitters and the outcome from this process has been some minor changes to the wording of the exhibited Amendment (Appendix 6). The key changes arising from discussions with submitters are as follows:

- **North East Water changes** – North East Water required the MSS to articulate greater protection of their wastewater assets from sensitive development encroachment and the deferral of decisions about providing sewer to unsewered small towns until completion of the *Domestic Wastewater Management Plan*. Changes have been made, particularly to proposed Clause 21.03 to accommodate the North East Water concerns.
- **North East Catchment Management Authority (NECMA) changes** – the main issues raised by NECMA broadly related to alignment of the MSS with the Regional Catchment Strategy, and that the MSS was not supportive of softwood plantations. NECMA withdrew their objection as a result of changes to the wording of the exhibited MSS, particularly at proposed Clause 21.05-1 '*Timber Plantations*' and the revised '*Framework Plan*' at Clause 21.02-6.
- **Timber industry changes** – The submissions from the timber industry claimed that the exhibited MSS did not recognise the importance of plantation forestry. All timber industry objections have now been withdrawn as a result of minor changes to wording at Clause 21.05-1 '*Timber Plantations*' and the revised '*Framework Plan*' at Clause 21.02-6.

The initial exhibition draft had a basic '*Framework Plan*' at Clause 21.02-6. After discussions with the individual submitters it was decided that it was best to have a '*Framework Plan*' that represented the three main rural planning policy units that are referenced throughout the proposed MSS (Clauses 21.02-5, 21.04-7 and 21.05-4). NECMA and the timber industry submitters supported this approach and the amended '*Framework Plan*' shown in Appendix 6 better supports the policy units that are referenced throughout the proposed MSS and improves the overall operation of the proposed MSS.

In addition to changes to the exhibited MSS arising from discussions with submitters, some further changes have been made to accommodate:

- Australian Bureau of Statistics census data that has become available after exhibition of the Amendment;
- the introduction of the new *Infrastructure Design Manual*; and
- the new *Council Plan* that was adopted after exhibition of the Amendment.

All changes to the exhibited MSS have been incorporated into the proposed MSS shown at Appendix 6 and the Department of Transport, Planning and Local infrastructure have been advised about these changes.

Discussion/Officers View:

It is the Officer's opinion that the proposed MSS, with the changes that have been made during the post exhibition period, implements the *Council Plan* and deploys a *Local Planning Policy Framework* that implements the recommendations of key Council adopted strategies.

The proposed MSS shown at Appendix 6 reflects the preferred strategic land use planning position of Council and will provide a contemporary *Local Planning Policy Framework* that is informed by recent strategic planning work.

**CR JOYCE
CR SCALES**

THAT COUNCIL:

- 1. ADOPT AMENDMENT C31 TO THE TOWONG PLANNING SCHEME PURSUANT TO SECTION 29 OF THE PLANNING AND ENVIRONMENT ACT AS EXHIBITED AND INCLUDING THE CHANGES SHOWN AT APPENDIX 6; AND**
- 2. REQUEST MINISTERIAL APPROVAL OF AMENDMENT C31 PURSUANT TO SECTION 31 OF THE PLANNING AND ENVIRONMENT ACT 1987.**

CARRIED

17 Environmental sustainability

No reports.

18 Economic and tourism development

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

Disclosure of Interests (S.80C):

This report was prepared by Mrs Lauren Elvin, Manager Economic Development

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

Background/History:

This report is the first bi-monthly progress report on the main Economic Development activities we are delivering throughout the Shire.

Our Bellbridge:

A new draft Masterplan has been prepared (following feedback from Bellbridge residents on the initial draft) and has now been released for public discussion.

Formal consultation sessions were held on 19 October and 21 October 2013 at the Hume Boat Club in Bellbridge. A formal letter was sent to all residents to inform them of the opportunity to discuss the Plan and referring them to view the Plan at the updated Our Bellbridge website or at the Bellbridge Store. A further invitation to participate in consultations was placed at the Bellbridge store to prompt residents to attend.

The updated plan has responded to community concerns by preserving Roy Williams Memorial Park as public space and offering alternative solutions for infrastructure development. Residents will be able to provide feed back as to whether they would prefer to see the development of new play equipment on the foreshore (leaving the current equipment in Roy Williams Memorial Park as is) or if they would prefer to have the Roy Williams Memorial Park playground redeveloped. Additionally, residents can provide feedback as to their preferred location for tennis and skatepark / halfcourt facilities, either on the foreshore or at Roy Williams Memorial Park. Residents have been notified that Council has set aside \$1,000,000 of State Government funding to complete some of the immediate priorities from the Our Bellbridge Masterplan.

Tallangatta Caravan Park

The process for the development of the Tallangatta Holiday Park Planning Study is underway. An advertisement calling for expressions of interest appeared in the Border Mail on 21 September 2013. Six expressions of interest were received. These are currently being reviewed.

Upper Murray 2030 Vision Plan

A series of four media releases advertising the project have been prepared and have started appearing in the Corryong Courier. The media releases are to promote the project and call for members of the public to express their interest in being involved in the steering committee and reference groups for the project.

The project brief is being finalised, and it is expected that advertising for a consultant will commence in the coming weeks.

The Narrows Project

A draft brief has been prepared for the employment of a consultant to manage the project and provide secretariat services to the Steering Committee. This should be completed and advertised in early November 2013, with a closing date at the end of November 2013.

Corryong Airport

Quotes for airport lighting and obstacle lighting for the mountains surrounding the airport have been received. On 30 October 2013 a specialist in the field of obstacle lighting visited Corryong to identify the exact location for each of the obstacle lights needed to ensure safe flights into the airport at night. Once this is completed, quotations for the installation of obstacle lighting will be sought. Having gained a clear idea of the total costs required to upgrade the airport, a recommendation on the feasibility and potential funding for this project will be put forward to the Council.

Tourism North East Tourism Websites

The Tourism North East Regional Digital Platform project is progressing, although there have been some delays due to the complexity of the project. Essentially, the software required to run the platform is being developed by the technical firm working on the project and with a range of user interfaces to cater to, this has been challenging.

The project has been discussed with operators in Corryong and Tallangatta, who are keen to be involved. Tourism North East and Tourism Victoria are providing a free period where operators can create and manage their listing at no cost until our local sites go live. Once sites go live, an invoice will be raised and sent to operators who have created a listing. The cost of listing is \$250 per year and listings will be displayed on VisitAustralia.com, VisitVictoria.com, the local tourism website and the regional tourism website. Feedback from operators has been that this is a very reasonable cost to be listed on four high quality tourism websites.

Listings are dynamic and can be altered by operators at any time to advertise seasonal specials or events.

To allow operators to take advantage of the free period, a training session pilot is being organised in Corryong to teach operators how to create and manage a quality listing. It is anticipated that by doing this work now, when the local sites launch the listings will be high quality and present well to tourists engaging with the sites, giving us an advantage over areas who have gone live prior to functionality issues being addressed. Training for other areas of the Shire will be organised once the pilot training is completed.

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

Nil.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

The Economic Development Officer is making progress in all items on the Council Plan in the Economic Development area.

**CR WORTMANN
CR SCALES**

THAT THE REPORT BE NOTED.

CARRIED

19 Councillor reports

19.1 Roadsaf North East (Cr Scales)

Verbal report

19.2 Bethanga Men's Shed (Cr Wortmann)

Verbal report

19.3 NevRwaste (Cr Joyce)

Verbal report

19.4 Remembrance Day (Cr Joyce)

Verbal report

19.5 Our Bellbridge Community Consultation (Cr Joyce)

Verbal report

19.6 MAV State/Annual Conference (Cr Fraser OAM)

Verbal report

19.7 Rural Councils Victoria (Cr Fraser OAM)

Verbal report

19.8 Dartmouth Hall and Heritage Centre Opening (Cr Fraser OAM)

Verbal report

19.9 Elyne Mitchell Writing Awards (Cr Fraser OAM)

Verbal report

19.10 North East Water - New Building Opening (Cr Fraser OAM)

Verbal report

20 Urgent business

CR WORTMANN
CR SCALES

THAT ONE ITEM OF URGENT BUSINESS BE ADMITTED IN RELATION TO THE TALLANGATTA COMMUNITY HUB.

CARRIED

20.1 Tallangatta Community Hub – Closure of Existing Laneway – (04/11/0012-DTS)

Disclosure of Interests (S.80C):

This report was prepared by Mr Andrew Kaye, Consultant Project Manager, on behalf of Mr Jamie Heritage, Director Technical 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:

Towong Shire Council recently purchased 33 Towong Street to provide a greater site area for the proposed Tallangatta Community Hub project in Towong Street. Following this acquisition it is proposed that the laneway currently situated between 33 Towong Street (Old Bakery) and 35 Towong Street (The Hub) be closed to provide a significant boost in the site area for the proposed development.

The laneway closure is consistent with the *Tallangatta EcoEducation and Integrated Services Hub* Masterplan, which is the foundation for the Tallangatta Community Hub project.

This Agenda item relates specifically to the closure of the abovementioned lane.

Impact on Council Policy:

Facilitating the development of the Tallangatta Community Hub project will provide a significant boost in community services, including:

- Long day care and kindergarten.
- Maternal child health services.
- Early childhood intervention services.
- A range of family support services facilitated by key stakeholder agencies.
- A flexible community space for the delivery of a variety of social and educational programs.
- Improved access to local library services.

State Government Policy Impacts:

The project will support collaboration between a range of government departments and Council across the proposed service lines listed above including Sustainability Fund, Putting Locals First and the Living Libraries initiative.

Budget Impact:

Towong Shire Council has committed \$0.4m and secured an additional \$2.2m in funding. This brings the total project budget to \$2.6m.

The proposed road closure will require some legal costs, surveying costs and advertising. It is anticipated the total of these will be approximately \$5,000 which will be absorbed within the project budget.

Risk Assessment:

The key risk with this element of work relates to potential public objections. Whilst there are no current objections known to Council or its representatives this will be better understood once the advertising period has closed.

Community Consultation/Responses:

The community has been engaged in the Tallangatta Community Hub project in recent years via a comprehensive consultation process through the development of the *Tallangatta Tomorrow Revitalisation Strategy* and *Tallangatta EcoEducation and*

Integrated Services Hub Masterplan. The Masterplan clearly shows that the laneway would be closed as part of the project.

Community consultation has been undertaken as part of the broader scope of the project. This consultation engaged with the various users and stakeholders of the existing and proposed buildings including:

- Cottage Industries
- Library Staff
- Community Centre Users
 - Senior Citizens
 - Playgroup
 - Horticultural Society
- Toy Library
- Potential Child services operators.

Overwhelmingly the response has been very positive about the increase in the Tallangatta Community Hub site area that will result from this road closure.

Discussion/Officers View:

The acquisition of 33 Towong Street and proposed road closure has been a strategy initiated some time ago as part of the master planning for the Tallangatta Community Hub project. It remains the view of the project team that this is a very positive step towards a fantastic new facility.

CR WORTMANN

CR SCALES

THAT COUNCIL AUTHORISE THE CHIEF EXECUTIVE OFFICER TO UNDERTAKE THE PROCESS, INCLUDING ADVERTISING, TO CLOSE THE ROAD.

CARRIED

21 Committee minutes

21.1 Municipal Emergency Management Committee (07/01/0008-DTS)

The unconfirmed minutes of the meeting held on 18 September 2013 are attached at Appendix 8 for information.

**CR WORTMANN
CR JOYCE**

**THAT THE UNCONFIRMED MINUTES OF THE MUNICIPAL EMERGENCY
MANAGEMENT COMMITTEE MEETING BE NOTED.**

CARRIED

21.2 Hume Region Local Government Network (07/05/0007-CEO)

The unconfirmed minutes of the meeting held on 5 September 2013 are attached at Appendix 9 for information.

**CR WORTMANN
CR SCALES**

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

CARRIED

21.3 Audit Committee (07/07/0010-CEO)

The unconfirmed minutes of the meeting held on 2 September 2013 are attached at Appendix 10 for information.

Annual Financial Statements, Standard Statements and Performance Report

MR PETER HAYSEY
MR MATTHEW FAGENCE

THE AUDIT COMMITTEE RECOMMENDS TO COUNCIL THAT THE STANDARD STATEMENTS, FINANCIAL STATEMENTS AND PERFORMANCE STATEMENTS AS PRESENTED ON 2 SEPTEMBER 2013 BE ADOPTED SUBJECT TO ANY MATERIAL CHANGES AS REQUIRED BY VAGO.

CARRIED

Investment Policy

MR PETER HAYSEY
MR MATTHEW FAGENCE

THE AUDIT COMMITTEE RECOMMENDS TO COUNCIL THAT:

THE FOLLOWING ADDITIONAL AMENDMENTS BE MADE:
MINIMUM RATING TO BE A-2 OR BBB+
INVESTMENTS GREATER THAN \$2M REQUIRE CEO APPROVAL
THE AUDIT COMMITTEE BE REMOVED AS A MONITORING BODY

PROVIDED THE AMENDED POLICY IS WITHIN THE RISK APPETITE OF COUNCIL, THE POLICY AS PRESENTED BE ADOPTED.

CARRIED

Operations of the Audit Committee

MR PETER HAYSEY
MR MATTHEW FAGENCE

THE AUDIT COMMITTEE RECOMMENDS TO COUNCIL THAT MR FAGENCE BE APPOINTED AS THE CHAIR OF THE AUDIT COMMITTEE FROM 1 OCTOBER 2013 TO 30 SEPTEMBER 2015.

CARRIED

**CR WORTMANN
CR JOYCE**

THAT THE UNCONFIRMED AUDIT COMMITTEE MINUTES BE NOTED AND THE RECOMMENDATIONS BE ADOPTED.

CARRIED

21.4 Tallangatta Community Centre Advisory Committee (02/11/0001-EA)

The unconfirmed minutes of the meeting held on 9 October 2013 are attached at Appendix 11 for information.

**CR SCALES
CR JOYCE**

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

CARRIED

21.5 Upper Murray Business Incorporated (07/01/0045-CEO)

The unconfirmed minutes of the meeting held on 9 October 2013 are attached at Appendix 12 for information.

**CR JOYCE
CR WORTMANN**

THAT THE UNCONFIRMED UPPER MURRAY BUSINESS INCORPORATED MINUTES BE NOTED.

CARRIED

21.6 North East MAV Delegates (07/01/0006)

The unconfirmed minutes of the meeting held on 5 September 2013 are attached at Appendix 13 for information.

**CR WORTMANN
CR SCALES**

**THAT THE UNCONFIRMED NORTH EAST MAV DELEGATES MINUTES BE NOTED.
CARRIED**

C Bird entered the Council Chamber at 11.30 am and remained for the duration of the meeting.

21.7 NevRwaste (07/01/0006-Cr Joyce)

The unconfirmed minutes of the meeting held on 26 September 2013 are attached at Appendix 14 for information.

**CR JOYCE
CR SCALES**

**THAT THE UNCONFIRMED NEVRWASTE MINUTES BE NOTED.
CARRIED**

21.8 Murray Darling Association (07/01/0010-Cr Wortmann)

The unconfirmed minutes of the meeting held on 26 July 2013 are attached at Appendix 15 for information.

**CR WORTMANN
CR JOYCE**

THAT THE UNCONFIRMED MURRAY DARLING ASSOCIATION MINUTES BE NOTED.

CARRIED

**21.9 Towong Municipal Fire Management Planning Committee
(07/01/0132-DTS)**

The unconfirmed minutes of the meeting held on 8 September 2013 are attached at Appendix 16 for information.

**CR WORTMANN
CR JOYCE**

**THAT THE UNCONFIRMED TOWONG MUNICIPAL FIRE MANAGEMENT
PLANNING COMMITTEE MINUTES BE NOTED.**

CARRIED

**21.10 MAV Emergency Management Reference Group
(07/01/0006-Cr Wortmann)**

The unconfirmed minutes of the meeting held on 2 August 2013 are attached at Appendix 17 for information.

**CR JOYCE
CR WORTMANN**

**THAT THE UNCONFIRMED MAV EMERGENCY MANAGEMENT REFERENCE
GROUP MINUTES BE NOTED.**

CARRIED

22 Occupational health and safety

22.1 OHS Committee (06/04/0212-CEO)

The unconfirmed minutes of the meeting held on 1 October 2013 are attached at Appendix 18 for information.

**CR JOYCE
CR SCALES**

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

CARRIED

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

The Computer Use policy was presented to Council on 3 September 2013. The policy is presented at Appendix 19 for adoption. Please note that recommended changes are shown in red.

The Disability Access policy was presented to Council on 2 July 2013 and is presented at Appendix 20 for adoption. The Manager Community Services has rewritten the policy to reflect several requirements regarding current community and programming needs including:

- The lack of legislation in the former policy
- The acknowledgement that the Community Access Group is no longer in existence
- That access activities that are now embedded in all Council and community activities
- The five guiding principles for access development
- Reference to the Disability Services Community Building program

CR SCALES

CR JOYCE

THAT THE COMPUTER AND MOBILE DEVICE USE POLICY AND THE DISABLED ACCESS POLICY AS AMENDED BE ADOPTED.

CARRIED

24 Sealing of documents

24.1 Dartmouth Community Progress Association Lease - Blacksmith Shed (247500-CEO)

The lease between Towong Shire Council and Dartmouth Community Progress Association is for the land of the proposed historical blacksmith shed.

The intention of the lease is to provide a means for the Dartmouth Community Progress Association to erect the historical blacksmith shed on Council land with the Dartmouth Community Progress Association maintaining all responsibility for the maintenance of the leasehold improvements, being the historical blacksmith shed.

**CR WORTMANN
CR JOYCE**

**THAT THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE
LEASE BETWEEN TOWONG SHIRE COUNCIL AND DARTMOUTH COMMUNITY
PROGRESS ASSOCIATION.**

CARRIED

25 Confidential

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

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

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

- (2) A Council or special committee may resolve that the meeting be closed to members of the public if the meeting is discussing any of the following—
 - (a) personnel matters;
 - (b) the personal hardship of any resident or ratepayer;
 - (c) industrial matters;
 - (d) contractual matters;
 - (e) proposed developments;
 - (f) legal advice;
 - (g) matters affecting the security of Council property;
 - (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
 - (i) a resolution to close the meeting to members of the public.
- (3) If a Council or special committee resolves to close a meeting to members of the public the reason must be recorded in the minutes of the meeting

**CR SCALES
CR WORTMANN**

**THAT THE MEETING BE CLOSED TO THE PUBLIC TO CONSIDER INFORMATION
CONSIDERED UNDER SECTION 89(2)(h) OF THE LOCAL GOVERNMENT ACT TO
BE CONFIDENTIAL THE TIME BEING 11.44 AM.**

CARRIED

**CR JOYCE
CR SCALES**

THAT THE MEETING BE REOPENED TO THE PUBLIC THE TIME BEING 12.15 PM.

CARRIED

25.1 Design and construction of new bridges (01/06/0014-DTS)

The consideration of tenders received for the design and construction of replacement bridges at the following locations:

- 2013/14 – 04: Coulstons Road bridge over Cudgewa Creek, Lucyvale
- 2013/14 – 07: Lake Findlay Road bridge over Findlay Creek, Tallangatta Valley
- 2013/14 – 08: Mansells Road bridge over Cudgewa Creek, Lucyvale

**CR WORTMANN
CR SCALES**

THAT:

1. COUNCIL AWARD CONTRACTS AS FOLLOWS:

- a. CONTRACT 2013/14 - 04 FOR THE DESIGN AND CONSTRUCTION OF REPLACEMENT BRIDGE ON COULSTONS ROAD OVER CUDGEWA CREEK, LUCYVALE, TO MURRAY VALLEY PILING PTY LTD FOR A LUMP SUM OF \$127,500;**
- b. CONTRACT 2013/14 - 07 FOR THE DESIGN AND CONSTRUCTION OF REPLACEMENT BRIDGE ON LAKE FINDLAY ROAD OVER FINDLAY CREEK, TALLANGATTA VALLEY, TO MURRAY VALLEY PILING PTY LTD FOR A LUMP SUM OF \$123,600, AND;**
- c. CONTRACT 2013/14 - 08 FOR THE DESIGN AND CONSTRUCTION OF REPLACEMENT BRIDGE ON MANSELLS ROAD OVER CUDGEWA CREEK, LUCYVALE, TO MURRAY VALLEY PILING PTY LTD, FOR A LUMP SUM OF \$196,600.**

2. THE PROJECT BUDGETS BE NOTED;

3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE CONTRACT DOCUMENTS; AND

4. THE TENDERERS BE ADVISED ACCORDINGLY.

CARRIED

**25.2 Cudgewa Multi Purpose Building - Tender Assessment
(02/08/0065-DTS)**

**CR JOYCE
CR WORTMANN**

THAT COUNCIL:

- 1. AWARD THE CONTRACT FOR THE CONSTRUCTION OF THE CUDGEWA MULTI PURPOSE BUILDING TO THE CUDGEWA FOOTBALL/NETBALL CLUB;**
- 2. AUTHORISE THE CHIEF EXECUTIVE OFFICER TO SIGN AND SEAL THE CONTRACT WITH THE CUDGEWA FOOTBALL/NETBALL CLUB; AND**
- 3. ENDORSE A \$15,000 INTEREST FREE LOAN (SHOULD THE NEED ARISE) TO THE CUDGEWA FOOTBALL/NETBALL CLUB FOR CONTINGENCY PURPOSES UNDER THE CONDITION THAT IT IS REPAID WITHIN THREE (3) YEARS FROM THE DATE OF BEING PROVIDED BY COUNCIL.**

CARRIED

There being no further business the meeting closed at 12.20 pm.

Cr Mary Fraser OAM 3 December 2013