

Minutes

Ordinary Meeting of Council

Corryong Council Office

Tuesday 6 February 2018

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT TOWONG SHIRE COUNCIL, CORRYONG OFFICE ON TUESDAY 6 FEBRUARY 2018 COMMENCING AT 10.30 AM.

Commonly used acronyms

ABBREVIATION	TITLE
Council Officers	
CAE	Civil Asset Engineer
CEO	Chief Executive Officer
DCCS	Director Community and Corporate Services
DTS	Director Technical Services
EA	Executive Assistant
MCS	Manager Community Services
MED	Manager Economic Development
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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The Mayor opened the meeting at 10.30am.

1 Opening Prayer

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

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

Amen."

2 Councillor and Officer presence at the meeting

Present: Crs Scales, Wortmann Star, Tolsher and Whitehead

In Attendance:	Title:
Ms J Phelps	Chief Executive Officer
Mr J Heritage	Director Technical Services

3 Apologies and granting of leave of absence

Ms J Shannon – Director Community and Corporate Services

4 Declaration of pecuniary interest and/or conflict

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

Nil.

5 Confirmation of minutes

Ordinary Meeting of 5 December 2017 and Special Meeting of 19 December 2017.

**CR WORTMANN
CR TOLSHER**

**THAT THE MINUTES OF THE ORDINARY MEETING HELD 5 DECEMBER 2017
AND THE SPECIAL COUNCIL MEETING HELD ON 19 DECEMBER 2017 AS
CIRCULATED BE CONFIRMED.**

CARRIED

6 Petitions, joint letters and declarations

Nil.

7 Assembly of Councillors

A written record of the Assemblies of Councillors from 5 December 2017 to 30 January 2018 is included at [Appendix 1](#).

**CR STAR
CR TOLSHER**

THAT THE INFORMATION BE NOTED.

CARRIED

8 Open Forum

NAME	TOPIC
Friends of Corryong Library (FOCL)	Mrs Alice McInnes – President and other FOCL members made a presentation of \$3,540.20 to the Elyne Mitchell Public Library.
Mr Roger Arnold	Mr Arnold spoke to Item 11.4 – Variation of setback – 1 Lees Crescent, Bellbridge.
Mrs Sue Sullivan	Mrs Sullivan requested an extension of the pool season (Corryong).

**CR STAR
CR TOLSHER**

**THAT COUNCIL BRING FORWARD ITEM 11.4 – VARIATION OF SETBACK – 1
LEES CRESCENT, BELLBRIDGE FOR CONSIDERATION.**

CARRIED

9 Organisational improvement

9.1 Finance Report as at 30 November 2017 (06/02/0021-DCCS)

Disclosure of Interests (S.80C):

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

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

OPERATING RESULT

	Note	Dec-17 (Actual) \$'000	Dec-17 (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	200	219	11,510	10,834	676	6%	14,394	80%
Expenditure	2	609	1,068	4,589	4,872	283	6%	14,522	32%
Surplus/ (Deficit)		(409)	(849)	6,921	5,962	959	16%	(128)	(5,404%)

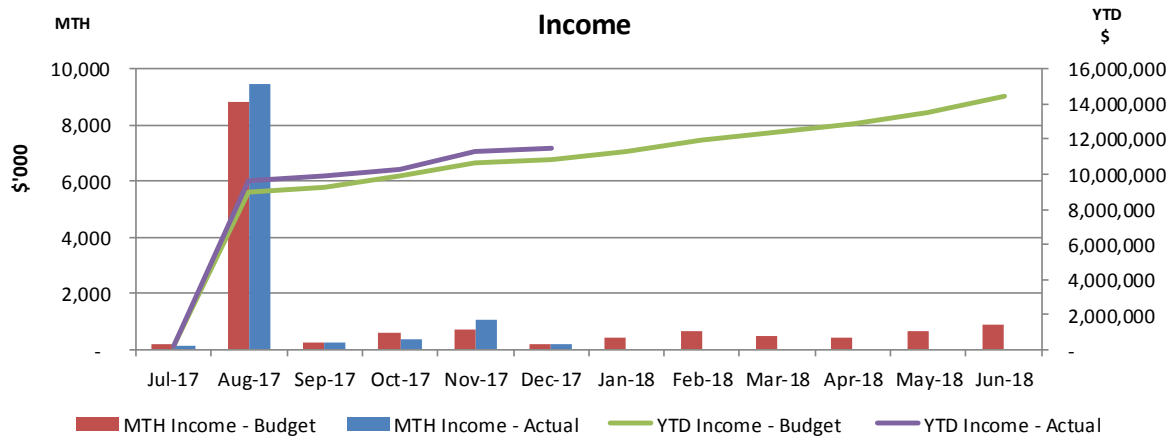
Table 1: Operating Result

Note 1:

Council's YTD income at 31 December 2017 is \$11.51 million against a budget of \$10.83 million. The major items contributing to the \$676,000 favourable variance include:

- Revenue received earlier than anticipated:
 - \$266,000 for the Destination Tallangatta project
- 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

- \$54,000 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 for sale of fleet vehicle
- \$30,000 grant for the roadside weeds and pests program

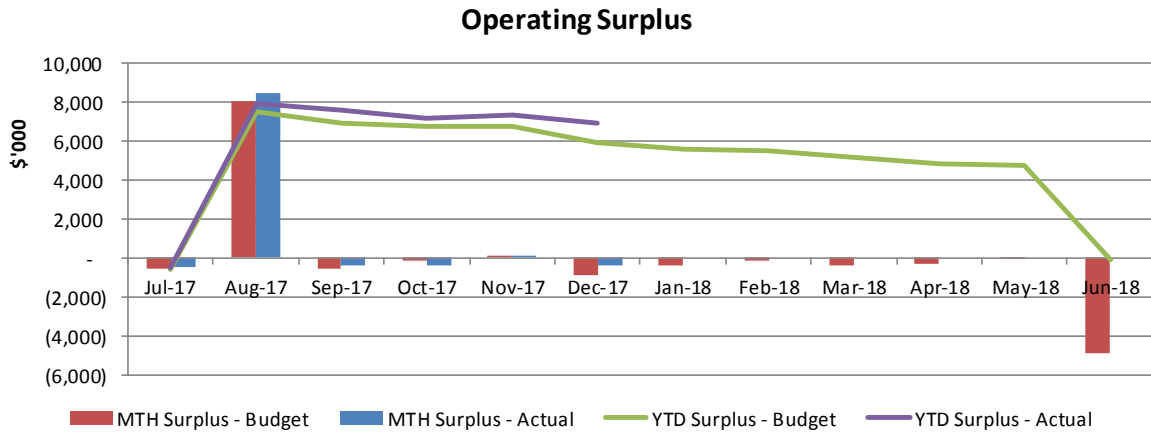
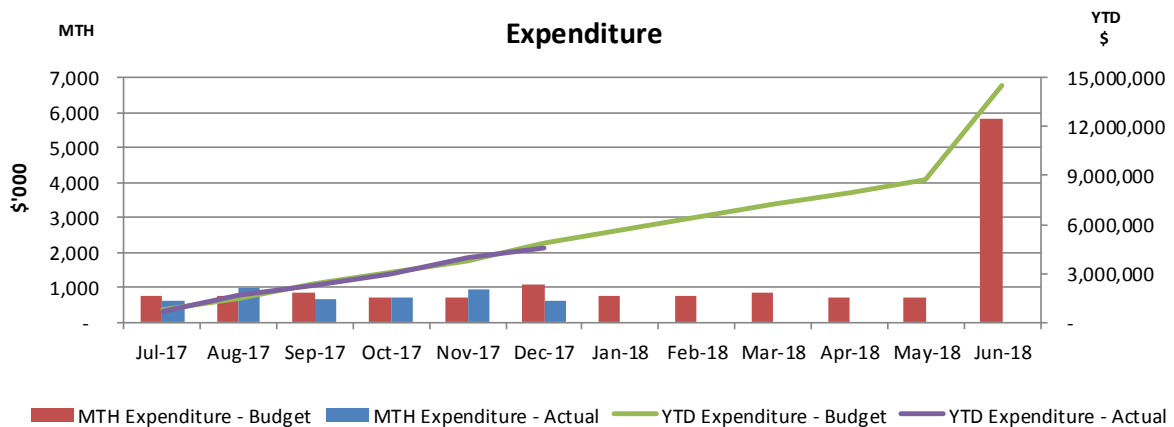


Note 2:

Council's expenditure at 31 December 2017 is \$4.58 million against a budget of \$4.87 million. The major items contributing to the \$283,000 favourable variance include:

- Expenses that were not budgeted for in 2017/18:
 - \$326,000 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:
 - \$73,000 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
 - \$47,000 for Rural Councils Victoria Secretariat services
 - \$38,000 for planning consultants

- Expense savings in 2017/18 are:
 - \$60,000 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
 - \$30,000 in staffing costs for maternal and child health services due to operating with a reduced FTE



Grant Income

	Note	Dec-17	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	76	1,642	1,467	175	12%	3,290	50%
Non-Recurrent	2	(64)	638	298	340	114%	1,223	52%
Total		12	2,280	1,765	515	29%	4,513	51%

Table 2: Grant Income

Note 1:

Council's YTD recurrent grant income at 31 December 2017 is \$1.64 million against a budget of \$1.46 million. The major items contributing to the \$175,000 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.
 - \$55,000 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 December 2017 is \$638,000 against a budget of \$298,000. The major items contributing to the \$340,000 favourable variance is receiving \$266,000 in funding for the Destination Tallangatta project earlier than anticipated and \$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	83
Municipal Emergency Resourcing Program	60
Corryong Pre School	58
Tallangatta Pre School	47
Berringa Pre School	31
Weed Project	30
Community Access	21
Pre-School Cluster	18
Occasional Child Care	8
Health Admin	4
Total Recurrent Grants	1,642
Non-Recurrent Grants	
Destination Tallangatta - NSRF	532
Corryong Pre School Capital Grants	79
L2P Program	48
Tallangatta Neighbourhood House	29
Corryong Swimming Pool Upgrade Grant	20
Freeza Funding	6
Community Health and Wellbeing	5
Seniors Week	2
Beat the Heat - Tree Project	2
Mitta North Rd Intersection Improvement	(85)
Total Non-Recurrent Grants	638
Total Grants Received	2,280

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	120
Country Roads and Bridges	104
Walwa Streetscape	80
Library	67
Improved Connections Hanson Street project	50
Tallangatta Neighbourhood House	41
Flood Recovery Officer	40
Weed Project	36
Local Gov Business Collaboration	32
Omeo Hwy Pedestrian Path Eskdale	25
L2P Program	24
Municipal Emergency Resourcing Program	20
Freeza Funding	20
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
Health Promotions (Walk to School)	1
Total Unexpended Grants	1,015

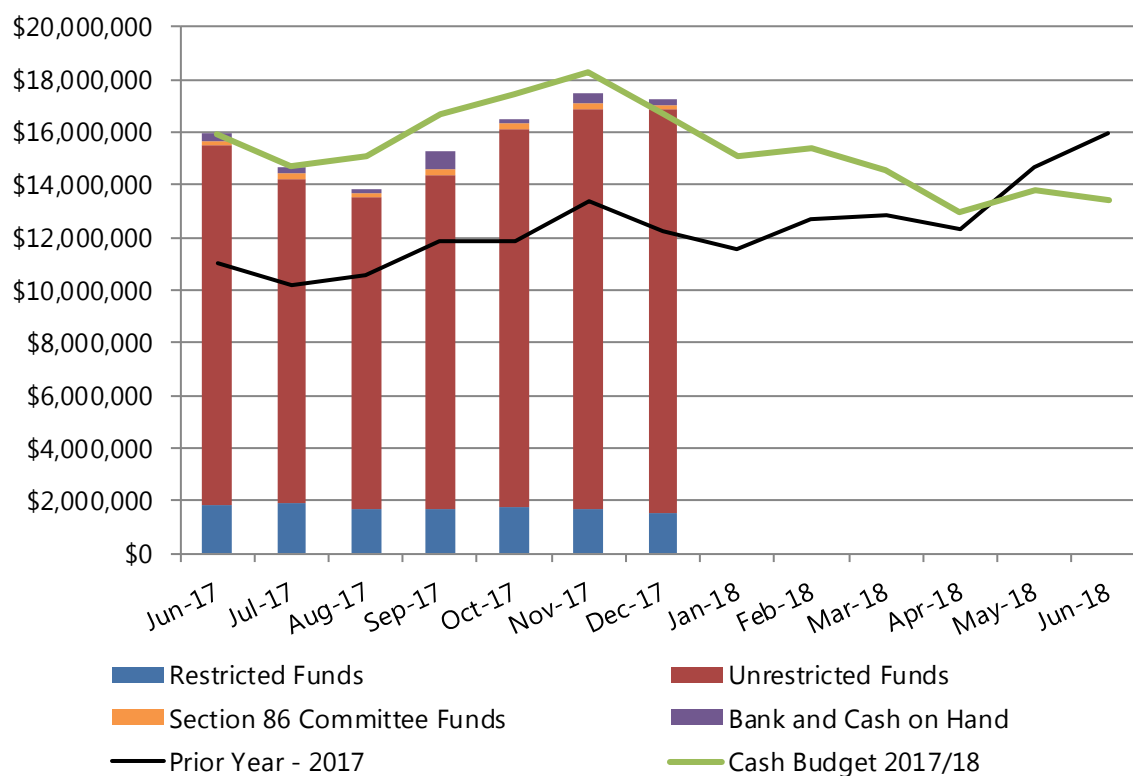
Table 4: Unexpended Grants

CASH POSITION

Cash on Hand

The cash position moved during the month as detailed below:

	Current Month	Prior Month	Variance	
	Dec-17	Nov-17	\$	%
	\$	\$	\$	%
Unexpended Grants	1,015,289	1,127,870	(112,581)	(10.0%)
Other Provisions and Reserves	525,102	525,102	-	0.0%
Restricted Funds	1,540,391	1,652,972	(112,581)	(6.8%)
Provision for Employee Entitlements	1,121,000	1,203,995	(82,995)	(6.9%)
Other Unrestricted Funds	14,202,195	14,022,766	179,429	1.3%
Total Unrestricted Funds	15,323,195	15,226,761	96,434	0.6%
Section 86 Committee Funds	196,445	196,445	-	0.0%
Total Investments	17,060,031	17,076,178	(16,147)	(0.1%)
Bank and Cash on Hand	164,064	437,870	(273,806)	(62.5%)
Total Cash	17,224,095	17,514,048	(289,953)	(1.7%)
Average Interest Rate	2.36%	2.43%		



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
9/11/2017	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	3,500,259	1.55%	On Call	A1	N/A
N/A	S86 Committees	Various	196,445	1.60%	N/A		N/A
Total Investments			17,060,031				

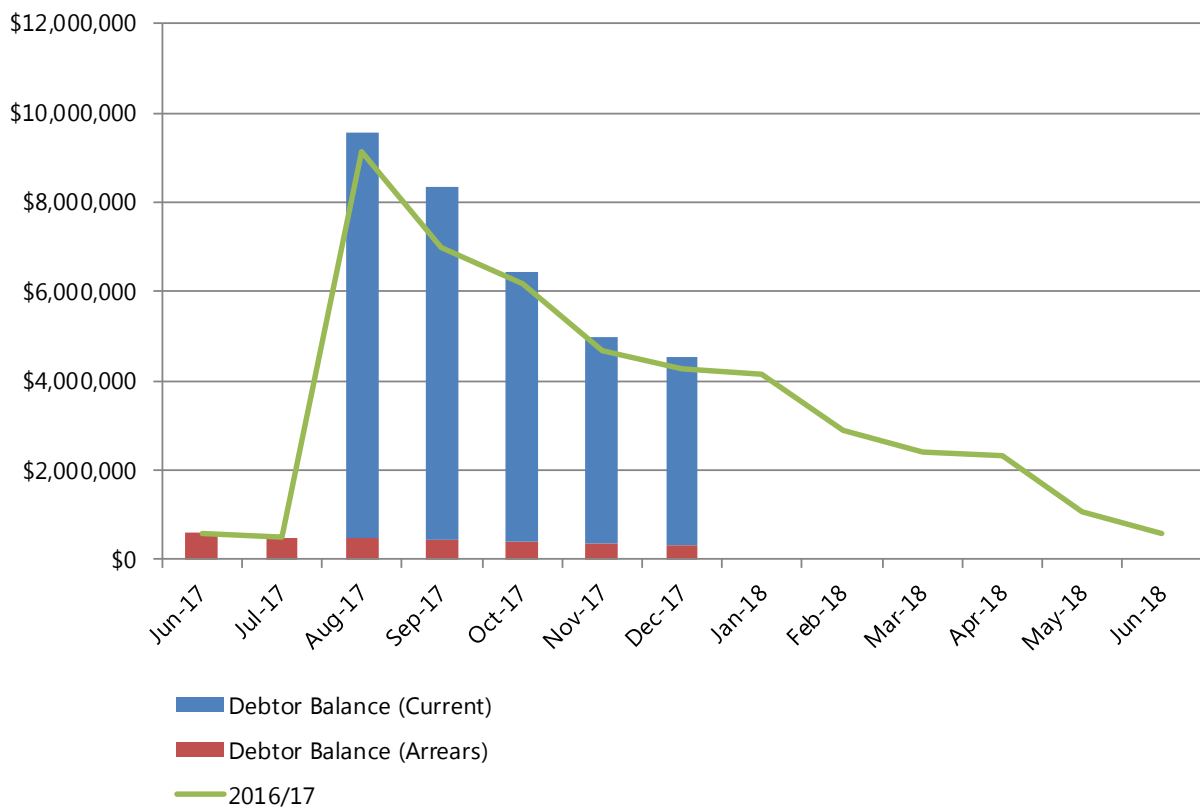
Table 5: Investments at month end

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	
	\$	Dec-17	Dec-17	YTD	YTD	Outstanding	
	\$	\$	%	\$	\$	\$	
Levied 2017/18	9,299,669	397,419	4.3%	5,080,656	54.6%	4,219,012	
Arrears prior to 2017/18	577,651	45,529	7.9%	255,235	44.2%	322,416	
Total Charges		442,948		5,335,891		4,541,428	

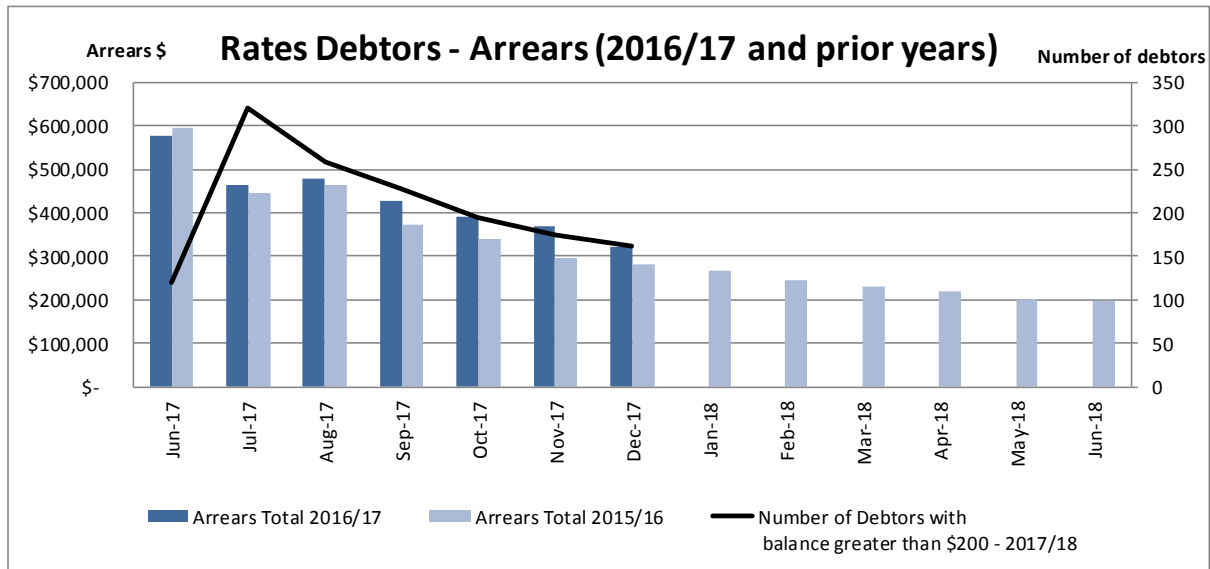


Notes

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.

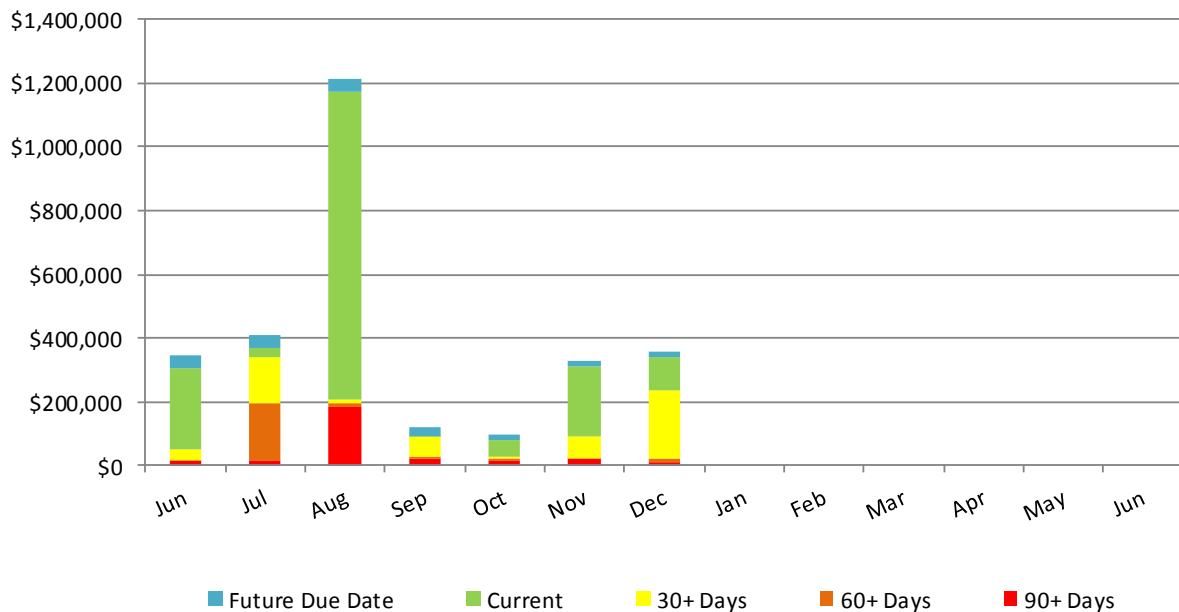


At 31 December 2017, there were 161 rates debtors with an outstanding balance of greater than \$200. This is a decrease of 13 debtors since 30 November 2017.

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
	\$	\$	\$	\$	\$	\$
December 2017	15,953	101,957	216,018	9,868	11,058	354,854
November 2017	18,703	216,700	71,001	1,075	20,122	327,601
Movement	(2,750)	(114,743)	145,017	8,793	(9,064)	27,253



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	Contact to be made with debtor in January.
Debtor 17007	\$1,540	Cost recovery for slashing	BP	Letter sent to debtor for possible listing with debt collection agency.
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.
Debtor 19755	\$1,548	50% Cost Recovery for weed control	BP	Letter sent to debtor for possible listing with debt collection agency.

Debtor	Amount	Description	RO	Notes
Debtor 20210	\$1,100	Fees	BP	Contact has been made with debtor and a direct debit form has been sent to initiate a payment plan.

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	589,132	285,000	(304,132)	1,290,642
411 Pavement Reconstruction		-	-	-	100,000
416 Sealing		-	-	-	-
417 Resealing		-	-	-	550,000
420 Drainage Construction		-	-	-	30,000
421 Digouts	2	589	325,000	324,411	650,000
422 Resheeting	3	30,788	-	(30,788)	180,000
432 Footpaths	4	73,652	50,000	(23,652)	145,000
433 Kerb and Channel	5	45,125	20,000	(25,125)	655,000
442 Guardrails		-	-	-	30,000
450 Bridge Construction		584	-	(584)	100,000
Total		739,870	680,000	(59,870)	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:

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

Note 3:

Resheeting has commenced earlier than anticipated (timing variance).

Note 4:

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

Note 5:

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
		\$	\$	\$	\$
302 Survey and Design		10,912	4,000	(6,912)	65,000
304 Pavement Maintenance		104,560	100,000	(4,560)	148,000
306 Grading	1	165,711	147,000	(18,711)	452,000
308 Shoulder Maintenance	2	82,056	28,000	(54,056)	98,000
310 Drainage Maintenance	3	122,306	137,500	15,194	167,000
312 Call Outs		8,118	13,000	4,882	20,000
324 General Roadside Maintenance	4	39,683	51,000	11,317	73,000
328 Tree Maintenance	5	105,005	86,000	(19,005)	122,000
330 Footpath Maintenance		3,346	3,250	(96)	8,000
331 Kerb and Channel Maintenance		-	3,000	3,000	5,000
334 Roadside Treatments		-	8,500	8,500	15,000
336 Signs Maintenance		5,298	6,000	702	12,000
338 Linemarking		4,958	-	(4,958)	10,000
340 Guideposts	6	15,197	4,000	(11,197)	7,000
342 Guardrail		-	2,500	2,500	5,000
346 Fire Access Tracks		5,176	2,502	(2,674)	5,000
346 Bridge Maintenance	7	28,873	10,000	(18,873)	30,000
Total		701,199	606,252	(94,947)	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:

Grading works commenced earlier than anticipated (timing variance).

Note 2:

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

Note 3:

Drainage maintenance commenced later than anticipated (timing variance).

Note 4:

General roadside maintenance commenced later than anticipated (timing variance).

Note 5:

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

Note 6:

Some of the guidepost replacement has been undertaken on roads affected by the flood damage.

Note 7:

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		326,474	-	(326,474)	-
Total		326,474	-	(326,474)	-

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

Carry forward capital works

At the November 2017 Ordinary Council meeting, Council noted the carry forward capital works and associated table listing each of the projects. As discussed at the meeting, the Shelley-Walwa Road commitment was misstated at \$150,000 and needed to reflect the \$100,000 commitment from Council for the project. An updated table of the carry forward capital works is provided at [Appendix 2](#).

Newly funded projects

A report detailing newly funded capital projects was presented at the November 2017 Ordinary Council meeting. Clarification was required on the Mitta North Road intersection upgrade.

Due to a change in scope of the Mitta North Road intersection upgrade, the funding provided by VicRoads will now be returned to VicRoads and VicRoads will engage their contractors to carry out the full scope of works. The updated total for new projects is in the table below.

Project	\$
Walwa pedestrian crossing points	80,000
Eskdale pathway – Omeo Highway	80,000
Pedestrian Path – Hanson Street, Corryong	75,000
Tintaldra intersection upgrade	17,288
Total	252,288

**CR WORTMANN
CR WHITEHEAD**

THAT THE FINANCE REPORT BE NOTED.

CARRIED

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

Disclosure of Interests (S.80C):

This report was prepared by Mr Wayne Carter, Occupational Health and Safety Officer.

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

Background/History:

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

Current Progress:

Strategic risk / OHS activity

Safety Management System – Action Plan progress

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

	Total
Recommendations for improvement	18
Work completed on addressing recommendations	15
% complete	83%

The remaining three low-risk recommendations are being progressed:

- Health Surveillance Procedure
- Document Control and Records Management Procedure
- Asset Disposal Procedure

A review of current OHS practices will be undertaken in early 2018.

Operational risk / OHS activity

WorkCover incidents

There is currently one open WorkCover claim. An employee tripped in a hole on uneven ground at Corryong Kindergarten and sprained an ankle. The employee returned to work on full duties (no lost time) and underwent specialist treatment to determine the extent of the injury. At this stage the employee does not require further treatment and their injury will be monitored.

Public Liability incidents

Public Liability incidents are recorded on the Towong Shire Council Incident Report form and are investigated and then progressed through the OHS Committee meeting. There are three Public Liability incidents currently under investigation/action, relating to incidents where children have slipped on the wet surface at the newly created splash park at the Corryong Pool and one incident where a mother slipped on the wet surface whilst entering the change room at the Corryong Pool.

Other OHS activity

CFA requirements for entering incident sites (fires etc)

Council vehicles/plant and personnel may be called on to support emergency services in times of bushfires and other emergency incidents. The Country Fire Authority (CFA) has specific safety requirements for vehicles/plant and personnel entering incident sites. Inspection checklists to ensure our vehicles/plant and personnel comply with the requirements prior to entering the fire danger period have been developed and implemented. Additional items eg: fire extinguishers have been purchased and fitted where required. Training for key staff who may be required to enter incident sites was completed by the CFA. Risk Assessments on all relevant vehicles/plant at the Depots will be conducted by 28 February 2018 to ensure compliance.

Presenting fit for work

Employees adversely affected by the use of alcohol or drugs (prescription or illegal) can pose a risk to themselves and others in the workplace. This becomes an occupational health and safety issue if the employee's ability to exercise judgement, coordination, motor skills, concentration and alertness at work is impaired. Information sessions for Outdoor crews have been completed on this topic and a process to address employees who present unfit for work is being developed. This will be completed by 28 February 2018 for consideration by the Senior Management Group.

Health and Safety Representatives

In complying with the requirements of Part 7 of the Occupational Health and Safety Act 2004, expressions of interest were called for designated workgroups to nominate workplace Health and Safety Representatives (HSR's). Nominations were received, and a revised list of workgroup HSR's has been distributed to all staff. Internal training and awareness for HSR's is being conducted by the OHS Officer – this will eliminate the need for the HSR's to undergo five day HSR training off site.

Business Continuity Plan

Business continuity is about building resilience in our business, and identifying our critical services and the activities that underpin them. A Business Continuity Plan (BCP) allows us to continue to provide our critical services whilst enabling us to recover quickly and effectively from any type of disruption. The updated BCP was developed in 2017 and a desktop exercise was conducted on 24 October 2017 to test the plan's effectiveness. A post-exercise report will be tabled at the OHS Committee Meeting in January 2018 and forwarded to key internal stakeholders by 31 January 2018.

Dial Before You Dig

Safety is a fundamental aspect of any excavation and the Dial Before You Dig (DBYD) website should always be our first point of contact. By utilising DBYD, we reduce the risk of damaging underground assets, causing incidents and disrupting the community. Training of key staff to use the DBYD process online and the Council electronic locators was completed late 2017, however further investigation into Telstra requirements has revealed there may be additional training required. This will be investigated and reported back to Director Technical Services for consideration.

Chemical training

Understanding the legal requirements and being able to safely handle and store chemicals in the workplace is critical in preventing incidents and injury involving those chemicals. An appropriate online, nationally recognised course has been accessed and purchased for two key workers (one from each Depot). The OHS Officer is working with and assisting the employees to ensure they complete the course by 30 April 2018. Once completed, these workers will be able to work closely with the OHS Officer in monitoring our chemicals and the handling and storage of those chemicals. They will also be able to confidently mentor others in the handling and storage of chemicals in their workplace.

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

Nil.

Risk Assessment:

Nil

Community Consultation/Responses:

Nil.

Discussion/Officers View:

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

**CR STAR
CR WORTMANN**

THAT THE OCCUPATIONAL HEALTH AND SAFETY REPORT BE NOTED.

CARRIED

9.3 Mountain View Subdivision Rates (04/09/0003-ACEO)

Disclosure of Interests (S.80C):

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

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

Background/History:

In 2010 Council was requested by the Walwa Bush Nursing Centre to waive rates on the Mountain View Subdivision. At the 1 November 2010 Council meeting it was resolved as follows:

That:

- 1. Rates and the Municipal Charge on the Mountain View subdivision are not waived;*
- 2. A grant is provided to the Walwa Bush Nursing Centre for a period of three years (commencing in the 2011/12 financial year) equal to the value of the Rates and Municipal Charge(s) charged on the unsold properties; and*
- 3. The Walwa Bush Nursing Centre is informed that Council's intent is that the grant funding is for three years only.*

The minutes from the 1 November 2010 Council Meeting are attached at [Appendix 3](#).

It has been brought to the Chief Executive Officer's attention that rates and the municipal charge for the three years 2011/12, 2012/13 and 2013/14 were not charged for the unsold properties. This is inconsistent with the resolution of Council which directed that the rates and municipal charge not be waived, but rather a grant be provided to the Walwa Bush Nursing Centre for the three year period equal to the value of the rates and charges.

The reason Council requires the payment and then provides a grant is to ensure our rate base is stated accurately and by providing a grant we are able to see from our financial records what support we have provided to community organisations, etc. throughout the year. It is very easy to lose track of the ratepayer funds that are used to support community initiatives and organisations otherwise.

In addition to what took place for the 2011-2014 period, it has also been brought to the Chief Executive Officer's attention that the rates and municipal charge for the

three years 2014/15, 2015/16 and 2016/17 were not charged on the unsold properties in the Mountain View Subdivision. The total amount not charged is \$8,016.26.

The Fire Services Property Levy was charged and has been paid.

The matter has been raised with the Walwa Bush Nursing Centre (WBNC) and a letter was subsequently received from WBNC ([Appendix 4](#)) requesting that the rates and municipal charges for 2014/15, 2015/16, and 2016/17 be waived, with a view to WBNC paying the rates and municipal charges for the unsold Mountain View properties for 2017/18. The 2017/18 rates and charges have been paid by WBNC.

Impact on Council Policy:

There is no Council Policy in relation to waiving rates.

Waiving rates on any property may serve to establish a precedent.

State Government Policy and Legislation Impacts:

The Local Government Act 1989 does contain provisions for granting a rebate or concession or waiving rates in certain circumstances.

Section 169(1) of the Act states:

A Council may grant a rebate or concession in relation to any rate or charge—

- (a) to assist the proper development of the municipal district; or*
- (b) to preserve buildings or places in the municipal district which are of historical or environmental interest; or*
- (c) to restore or maintain buildings or places of historical, environmental, architectural or scientific importance in the municipal district; or*
- (d) to assist the proper development of part of the municipal district*

Section 169(1A) also states:

A Council resolution granting a rebate or concession must specify the benefit to the community as a whole resulting from the rebate or concession.

Budget Impact:

The total amount not charged to WBNC for the unsold Mountain View properties was \$8,016.26.

Risk Assessment:

Whilst waiving rates on any individual property will generally have negligible impact on Council's budget such decision can serve to establish a precedent, which when repeated over time can have a more significant impact.

Waiving rates or charges other than where there is an entitlement under the Local Government Act 1989 can also create perceptions of inequity within the community.

Community Consultation/Responses:

Cr Wortmann (whilst Mayor) and Council's Chief Executive Officer met with WBNC Chair Mr Greg Thomson and CEO Ms Sandi Grieve and discussed the matter. No further community consultation has been undertaken.

Discussion/Officers View:

The Mountain View Subdivision is not non-rateable in accordance with the Local Government Act 1989 and should therefore be rated. However, it would seem appropriate to support this valuable economic development initiative, which has strong alignment with the Council Plan.

In 2010 it was thought that three years would seem an appropriate period of time for the WBNC to sell some of the initial lots and become self funding. Lot sales have been slower than WBNC would have hoped and accordingly it would not be unreasonable to extend the arrangement for the three year period 2014-2017.

**CR TOLSHER
CR STAR**

**THAT COUNCIL REQUIRE PAYMENT OF THE MOUNTAIN VIEW SUBDIVISION
RATES FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2017.**

CARRIED

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

Items requiring action from the 5 December 2017 Council Meeting are attached at [Appendix 5](#).

**CR TOLSHER
CR WHITEHEAD**

THAT THE REPORT BE NOTED.

CARRIED

9.5 Performance Reporting Graphs (DCCS)

The Performance Reporting Graphs are attached at [Appendix 6](#) for information.

**CR WORTMANN
CR TOLSHER**

THAT THE REPORT BE NOTED.

CARRIED

10 Community wellbeing

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

Disclosure of Interests (S.80C):

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

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

Background/History:

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

Access and Inclusion Activities

The 'My Life My Disability' short film continues to be a success story. The State Government's Disability Annual Report will include the case study and quotations from project participants.

This valued media resource will also continue to enable Council, local health services and the community to continue to lobby for support services for rural people experiencing a disability.

Please visit <https://www.youtube.com/watch?v=In0yjY7u2rw>

Interviews have been completed to appoint an Inclusive Community Engagement Officer to assist with the roll out of the National Disability Insurance Scheme (NDIS). This position is funded by the Department of Health and Human Services. The appointee will commence in early February.

Maternal and Child Health Services

Opportunities to continue collaboration with Indigo and Alpine Shires to address family violence continue to be investigated. A possible \$22,500 funding agreement has been facilitated with Goulbourn Women's Health North East to support a number of initiatives relevant to Family Violence. Progress is subject to all parties reaching an agreement. A stakeholder meeting is due in February 2018.

Council will receive funding to support a Department of Education and Training initiative to offer supported Playgroup in Corryong. This project will target vulnerable families and will offer two playgroups sessions per term with a minimum

of three families to attend and a maximum of ten families. The objective of the Supported Playgroup program is to provide referral support, build relationships with parents and children and support for our most vulnerable children.

Council will receive \$41,250 for the initial 9-month period and monthly instalments from 30 June once the service is established. An Early-years Playgroup Facilitator will be advertised in February 2018. The position is 2.5 days per week. The funding will also enable Council to update a meeting room at the Corryong MCH rooms to support Playgroup activities.

Kindergarten Services

Interviews have been conducted to support the appointment of 12-month contract staff for the Corryong and Tallangatta Kindergarten services. Council has received a good level of interest.

Youth Services

Council's Youth Officer worked with local Tallangatta Secondary College students to deliver a Skateboard competition. The December event attracted approximately 30 young people and their families. The State Government Freeza funding supported this event.

Municipal Health Plan

Discussions continue with Upper Hume Primary Care Partnership and local health services to develop Council's Healthy Communities Plan.

Immunisations

Council officers have commenced the Immunisation Services Review. Officers will revise key data and meet with key stakeholders and the community to gain input on the review.

A final report will be completed for Council consideration by May 2018.

Tallangatta Library

The Community Services team has facilitated a successful State Library exhibition. The 'Writing the War' exhibition has attracted significant local interest and positive feedback.

Recreation

Council's funding application to Sport and Recreation Victoria for the Tallangatta Netball Club has been successful.

On behalf of Eskdale netballers, Council received a thank you letter from Ms Laura Sutherland for our persistence and support in obtaining last year's SRV funding to support the upgrade of the Eskdale netball courts.

Community Development/Neighbourhood House

Tallangatta Neighbourhood House continues to offer a diverse range of responsive community programs.

Impact on Council Policy:

The Community Services team has commenced the planned priorities and is continuing to research external funding opportunities.

State Government Policy Impacts:

Activities align with key criteria of the following policies:

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

Activities also support:

- The Regional Growth Plan.

Risk Assessment:

Nil.

Budget Impact:

		Dec 2017 YTD (Actual) \$	Dec 2017 YTD (Budget) \$	Dec 2017 YTD (Variance) \$	Dec 2017 YTD (Variance) %	2017/18 Full Year (Budget) \$
	Note					
Income						
Community Development		29,520	30,000	(480)	(2%)	59,705
Immunisations		-	-	-	0%	2,000
Seniors	1	5,051	-	5,051	100%	-
Maternal and Child Health		83,592	73,500	10,092	14%	154,759
Preschool operations	2	179,196	132,600	46,596	35%	256,177
Long Day Care	3	111,351	180,000	(68,649)	(38%)	485,705
Library		113,309	100,162	13,147	13%	100,300
Community Access		21,227	21,000	227	1%	41,379
Youth		53,373	47,500	5,873	12%	61,245
Total Income		596,619	584,762	11,857	2%	1,161,270
Expenditure						
Community Development		26,988	29,854	2,866	10%	59,705
Immunisations		4,490	4,160	(330)	(8%)	16,640
Seniors	4	7,727	-	(7,727)	100%	-
Maternal and Child Health	5	57,265	88,398	31,133	35%	189,805
Preschool operations	6	186,324	140,766	(45,558)	(32%)	288,530
Long Day Care	7	136,570	240,000	103,430	43%	455,088
Library	8	31,453	51,178	19,725	39%	102,348
Community Access		8,740	14,950	6,210	42%	42,779
Youth	9	40,640	26,991	(13,649)	(51%)	65,245
Total Expenditure		500,197	596,297	96,100	16%	1,220,140
Net Income / (Expenditure)		96,422	(11,535)	107,957	(936%)	(58,870)

Notes:

Income

1. Seniors funding was unbudgeted (ticket sales and grant).
2. Timing difference with receipt of grant funding.
3. The Long Day Care Service is currently operating with less children than budgeted. This results in less revenue being received and less expenditure being incurred.

Expenditure

4. As funding had not been confirmed, no budget was allocated. Council nett contribution is \$2,700).
5. MCH staffing reduced, casual model working well, meeting current local needs.
6. Initial budgetary preparations underway for the Berringa Kindergarten handover. A further review is being undertaken of the cost of operating Council's kindergartens.
7. The Long Day Care Service is currently operating with less children than budgeted. This results in less revenue being received and less expenditure being incurred.
8. Library – minimal library resources and activities during the last quarter of 2017.

9. The youth program is currently being reviewed.

Community Consultation/Responses:

Community services continue to broaden and strengthen key stakeholder and community partnerships to maximize outcomes for residents, especially the most vulnerable.

Discussion/Officers View:

The Community Services team looks forward to the successful delivery of the 2017-2021 Council Plan.

CR STAR

CR WHITEHEAD

THAT THE REPORT BE NOTED.

CARRIED

11 Asset management

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

Disclosure of Interests (S.80C):

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

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

Background/History:

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

Upper Murray Events Centre

Plans for the Upper Murray Events Centre are progressing. An Expression of Interest for architectural services and preliminary design closed Monday 22 January 2018 and submissions are currently under assessment.

Granya Streetscape

The Granya Streetscape designs have been finalised and submitted to VicRoads for final approval. Works are programmed to begin in February.

Lake Road Major culvert

A design and construct tender closed in January for the major culvert on Lake Road - 29.21km from the Murray Valley Highway. Submitted tenders are currently under assessment. Presently the culvert is submerged due to the level of the Hume Weir and works are programmed for April/May pending lower water levels.

Walwa main street works

Preliminary design plans have been sent to VicRoads for approval with details to be discussed with the community in late January/early February.

Georges Creek Road

Subgrade and road shaping works are complete on Stage 5a. Due to a reallocation of Roads to Recovery funding preparations for Stage 5b are also underway with culvert works and tree removal to begin in late January.

Eskdale walking path

Works on the Eskdale walking path bridge will begin in late January.

Major patching and resealing programs

Major patching for reseal preparation is now complete and reseals have been undertaken on Yabba Road, Tallangatta Creek Road and Upper Murray Road. Further major patching will be programmed pending budget outcomes. Reseals on these roads are also complete.

Shade Sails

Two shade sails have been erected at the Tallangatta Early Years Centre and the shade sail at the Berringa Kindergarten has been replaced.

Destination Tallangatta

Tenders for the Destination Tallangatta CBD streetscape works have closed with a final assessment report to be presented to Council in February.

Works at the Tallangatta boat ramp are continuing with the completion of upgraded drainage and a carpark. The installation of SMART solar lighting is programmed for February.

A raw water pipe to supply the Tallangatta Triangles sprinkler system has been constructed from Water Place to a tank at the Tallangatta Bowling Club. Under boring from the Bowling Club to the Triangles is also complete and final connection to the sprinkler system is underway.

Requests for quote for the Laneway Carpark at the back of the Victoria Hotel have closed and a contract awarded to Tallangatta Construction Maintenance. Construction is programmed to begin in February.

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

		Dec 2017 YTD (Actual) \$	Dec 2017 YTD (Budget) \$	Dec 2017 YTD (Variance) \$	Dec 2017 YTD (Variance) %	2017/18 Full Year (Budget) \$
	Note					
Income						
Funding	1	1,034,163	690,172	343,991	50%	2,317,983
Private Works Income		2,519	12,000	(9,481)	(79%)	25,000
Total Income		1,036,682	702,172	334,510	48%	2,342,983
Expenditure						
Technical Services	2	438,503	388,884	(49,619)	(13%)	801,324
Works		11,051	21,445	10,394	48%	43,145
Roads and Bridges		643,397	623,750	(19,647)	(3%)	1,197,000
Flood damage works	3	326,474	-	(326,474)		-
Depreciation		-	-	-	0%	2,470,150
Street Lighting		10,093	12,600	2,507	20%	25,000
Depot and Workshops	4	133,197	86,642	(46,555)	(54%)	175,534
Plant and Equipment	5	(58,401)	(2,858)	55,543	(1,943%)	641,617
Private Works		924	15,000	14,076	94%	25,000
Water Projects		-	-	-	0%	3,000
Total Expenditure		1,505,238	1,145,463	(359,775)	(31%)	5,381,770
Net Income / (Expenditure)		(468,556)	(443,291)	(25,265)	6%	(3,038,787)

Notes:

1. Unbudgeted income includes an additional \$60,000 in VGC funding, \$265,000 in Destination Tallangatta funding and \$1,900 in business owner contributions for Destination Tallangatta received earlier than expected (timing variance). Also \$15,000 in road opening and stock grid fees unbudgeted.
2. \$49,924 of training budgeted in other area (corporate budget).
3. Flood damage works unbudgeted – expected to be reimbursed through funding.
4. Expenditure in administration, depot maintenance and consumables higher than expected due to wet weather (timing variance).
5. Budget is spread evenly across the year, phasing may not align with plant use.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

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

**CR TOLSHER
CR STAR**

THAT THE REPORT BE NOTED.

CARRIED

11.2 Moloney Asset Management Systems Reports – Roads and Bridges (01/07/0004-DTS)

Disclosure of Interests (S.80C):

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

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

Background/History:

This report provides an overview of Council's road and bridge condition inspections, valuations and renewal modeling conducted by Moloney Asset Management Systems (MAMS) in June and July 2017 (**Appendix 7 and 8**).

These inspections are conducted every three to five years and provide Council with an independent assessment at a component level eg: pavement and seal of a road. This data enables the development of annual works programs for maintenance and renewal. Similar inspections were conducted of these assets in 2011 and 2014. It also provides further renewal requirements to inform the Long Term Financial Plan.

The MAMS reports:

- Compare asset condition with previous inspections, and
- Identifies required future renewal expenditure based on:
 - each asset's level of deterioration
 - Council's designated service levels and,
 - current expenditure levels.

Service levels for these assets are described as a condition rating from 0 – 10 where 0 is new and 10 is beyond repair. A summary of the condition levels at which a Council asset is considered for renewal are below:

Asset category	Adopted	Current
Sealed Urban Pavement High Traffic	7.5	3.8
Sealed Urban Pavement Low Traffic	8	3.8
Sealed Rural Pavement High Traffic	7.4	3.8
Sealed Rural Pavement Low Traffic	8	3.8
Spray Seals	6.5	3.0
Un Sealed High Traffic	7	1.4
Un Sealed Low Traffic	7.5	1.4
Kerbs	8.5	4.0
Footpaths	7	3.1
Bridges	7.5	3.4

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

Predictive modeling has been undertaken over a period of twenty years that provides average annual recommended renewal expenditure for each asset category based on asset condition, deterioration and useful life (asset remaining life to intervention).

The table below shows current expenditure, recommended future expenditure and the resulting percentage of over intervention assets as a result of that expenditure.

Asset Category	Current Annual Expenditure	Current % over intervention	Recommended Annual Expenditure next 5 years	Predicted % over intervention
Sealed Road Pavement	\$700,000	0	\$320,000	1
Sealed Surfaces	\$550,000	3.43	\$695,000	1.41
Unsealed Road Pavement	\$180,000	0.25	\$220,000	0.15
Kerbs	\$100,000	1.89	\$42,000	0.71
Footpaths	\$40,000	3.22	\$40,000	0
Bridges/Major Culverts	\$180,000	0.49	\$323,000	0.54
Total	\$1,750,000		\$1,640,000	

The MAMS reports indicate that Council's assets are in excellent condition overall and that there is scope to reduce overall expenditure over the next five years and also reallocate expenditure within the asset categories. Expenditure would then need to be increased again from 2022 to accommodate a growing renewal demand in future years.

It is recommended that the renewal funding level for sealed surfaces be set a \$695,000 pa for the next 3-5 years (current annual expenditure is \$550,000) , but funding could be lowered to around \$580,000 pa for the next five years and would still deliver an acceptable overall condition outcome.

The 2017-2018 Capital renewal expenditure for roads was reduced by \$200,000 and the remaining funds were redistributed amongst the asset class eg: playgrounds, to align with these report recommendations.

Risk Assessment:

Reducing renewal expenditure below the recommended levels for the next five years will result in an increase of over intervention assets. This will equate to a reduced level of service. An unreasonably wet year could also change asset condition considerably.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

The results of the road and bridge inspections are generally positive and indicate improved overall asset condition between inspections in 2011, 2014 and 2017.

Table 1.2 Summary of Asset Condition Findings in the MAMS Roads Report indicates that sealed surfaces as a whole have experienced a decline in condition by 1.1% since the last survey although comments in the report indicate that they remain among the best condition sealed surfaces the inspectors have ever encountered.

These results demonstrate that Council Officers have consistently targeted the allocated renewal expenditure to the right areas.

**CR WHITEHEAD
CR TOLSHER**

THAT THE:

- 1. MOLONEY ASSET MANAGEMENT SYSTEMS ROADS AND BRIDGES REPORTS BE NOTED; AND**
- 2. REPORTS BE CONSIDERED AS PART OF COUNCIL'S LONG TERM FINANCIAL PLANNING.**

CARRIED

11.3 Building Condition Inspections (01/03/0007-DTS)

Disclosure of Interests (S.80C):

This report was prepared by Mr Lindsay Rollings, Engineer/Design Project 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:

Council has committed to regular condition inspections of all building assets. These inspections provide the framework for the ongoing maintenance, renewal and risk management of Council's building assets. Inspections were most recently conducted in May and June of 2017.

During these inspections the condition of each building was assessed on a scale between zero (new) and ten (worst). The inspections were completed at a component level including structure, fitout, etc, data from the inspections was then collated and each building given an average condition rating.

The inspection procedure also included a risk rating scale of one (critical) to five (negligible) at a component level to assist in prioritizing the maintenance works to be undertaken.

The graph attached ([Appendix 9](#)) shows the average condition assessment for each building inspected.

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

Significant building renewal/upgrades require consideration in the next two to three years. These include;

- Tallangatta Depot Mechanics Shed – \$95,000
- Former Tallangatta Kindergarten - \$300,000
- Bethanga Bay Toilet Block - \$55,000
- Man from Snowy River Museum Roof - \$50,000

Risk Assessment:

Of the 82 buildings inspected, three buildings have been found to have relatively poor condition with a high level of risk. These are outlined below;

- Tallangatta Depot Mechanics Shed – This building has also been assessed in an OHS Risk Assessment completed by Council's OHS Officer. Overall, this building has a condition rating of seven. The existing timber structure is rotting, warping in places and a number of joints are separating. The existing roof has a number of leaks. These leaks are present in the main workshop area and cause puddles on the floor, which creates a hazard for the staff using the building. The leaks are also causing damage in the ceiling linings of the

storage rooms and damaging tools and equipment inside the building. Due to the structural deterioration of this building it is considered that maintenance would be costly and still not improve the structural integrity. The estimated cost to replace the building is \$95,000. The risk if no action is taken is that the structural integrity of the building may be compromised in the event of a severe weather event.

- The Old Tallangatta Kindergarten has a condition rating of seven. This building is currently unoccupied and any proposed re-use would require capital works to be undertaken. Specific items that require renewal include plumbing to toilets, replacement on floor surface (lino) and repairs to the building's exterior.
- The Bethanga Bay toilet block also has a condition rating of seven. It is under consideration for upgrades in the 2019/2020 financial year as part of Council's planned upgrades to the Bethanga township. Specific items that require renewal include plumbing to toilets, door/ floor repairs and painting.
- The Man from Snowy River Museum (MFSRM) – While the overall condition of this building was four, a significant risk is present to the building and its contents due to the condition of a section of the roof. The roof of the original building is showing significant deterioration and unless action is taken, this may lead to significant costs and/or damage in the future.

Community Consultation/Responses:

MFSRM representatives have raised the condition of the museum roof with Council Officers, requesting that it be considered for replacement.

Discussion/Officers View:

While it would represent a significant investment from Council a new mechanics shed for the Tallangatta depot would decrease the risks presented by the current building, and financially would be a better long term solution than repairs to the existing structure.

Overall the inspections indicate that Council owned and operated buildings are in a reasonable condition.

**CR STAR
CR WORTMANN**

THAT COUNCIL:

- 1. INVESTIGATE OPTIONS AVAILABLE FOR FUNDING A NEW MECHANICS SHED AT THE TALLANGATTA DEPOT; AND**
- 2. INVESTIGATE OPTIONS AVAILABLE FOR FUNDING TO BE PROVIDED TO THE MAN FROM SNOWY RIVER MUSEUM BUILDING, TO PROVIDE NEW ROOF CLADDING.**

CARRIED

Item 11.4 was brought forward in the meeting and considered before 9.1 – Finance Report.

11.4 Variation of setback – 1 Lees Crescent, Bellbridge (192850-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:

Council has received an enquiry for consent to vary the requirement of Regulation 409 of the Building Interim Regulations 2017 in relation to the construction of a garage at 1 Lees Crescent, Bellbridge.

The property, 1 Lees Crescent, is a corner block with the architectural frontage of the dwelling to Hillcrest Avenue and Lees Crescent as the side street. Regulation 409 would require a garage fronting the side street to be setback the same distance as the building on the neighbouring block or 2.0 m whichever is the lesser. This can be varied with the consent of Council.

Impact on Council Policy:

Driveway access to Lees Crescent

Council has a responsibility relating to the location of driveways in particular taking account of road safety issues, drainage and the like.

The location of the garage fronting Lees Crescent implies that driveway access will be required. Drawings lodged with the application are not dimensioned and there is no reference to scale.

Council's general design approach is that new driveways are not to be located within 9.0 m of the tangent point of an intersection. This proposal satisfies this requirement.

State Government Policy Impacts:

The Building Interim Regulations 2017 relate to single dwellings and ancillary buildings on an allotment. On a corner block the setback of a building on a side street (Lees Crescent) of a corner block is required to be the same as the front wall of a building on the neighbouring property or 2.0 m whichever is the lesser. Ministerial guidelines have been prepared in relation to consideration of variations to siting regulations. Following are the guidelines relating to Regulation 409 affecting frontage setback.

MINIMUM STREET SETBACK

Objective

To ensure that the setbacks of buildings from a street respect the existing or preferred character of the neighbourhood and make efficient use of the site.

Decision Guidelines

The reporting authority may give its consent where a single dwelling, other than a fence, does not comply with Regulation 409 of the Building Regulations 2006, if –

- (a) the setback will be more appropriate taking into account the prevailing setback within the street; or
- (b) the setback will be more appropriate taking into account the preferred character of the area, where it has been identified in the relevant planning scheme; or
- (c) the siting of the building is constrained by the shape and or dimensions of the allotment; or
- (d) the siting of the building is constrained by the slope of the allotment or other conditions on the allotment; or
- (e) there is a need to decrease the setback to maximise solar access to habitable room windows and or private open space; or
- (f) the setback will be more appropriate taking into account the desire or need to retain vegetation on the allotment; and
- (g) the setback is consistent with a building envelope that has been approved under a planning scheme or planning permit and or included in an agreement under Section 173 of the Planning and Environment Act 1987; and

(h) the setback will not result in a disruption of the streetscape; and

(i) the setback is consistent with any relevant neighbourhood character objective, policy or statement set out in the relevant planning scheme.

The following are comments in relation to items (a) - (i) in the Ministers guidelines.

(a) The Lees Crescent streetscape is subject to varying setbacks mainly related to garages, carports and the like. There is reference in Council records to report and consent on Property No 192600, Building Permit 20110080 for a balcony extension and garage.

(b) We are not aware of any identified neighbourhood character.

(c) It could be argued that there are site constraints to the development of further buildings on the property.

(d) Similar comment to (c) above.

(e) Not applicable

(f) Not applicable

(g) We are not aware of any building envelopes or the like.

(h) It is difficult to assess the setbacks from aerial mapping due to the varying setbacks of other buildings in the street.

(i) We are not aware of any identified neighbourhood character.

Budget Impact:

Nil.

Risk Assessment:

Nil.

Community Consultation/Responses:

Building legislation requires that we notify the owners of nearby affected properties before consenting to variations to siting regulations. Council's Building Department wrote to the owner of the neighbouring property at 3 Lees Crescent, Bellbridge on 22 September 2017 but have not received any response.

The proposed development is on the boundary of the neighbouring property at 3 Lees Crescent and the development may have an effect on that property in terms of earthworks and the consequent requirement for protection work.

This process is a building permit related issue and requires the owner of 1 Lees Cres to refer a design for items such as a retaining wall to the neighbour for comment / agreement.

Discussion/Officers View:

Aerial pictures from 2006 and 2016 have been and there appears to be little change between the years in terms of development. There is one report and consent approved to vary the setback of Prop No 192600 in Lees Crescent (Building Permit 20110080).

**CR TOLSHER
CR STAR**

**THAT IF THE APPLICANT PROVIDES CONSENT (IN WRITING) FROM THE
NEIGHBOURING PROPERTIES TO THE PROPOSAL, COUNCIL APPROVE THE
REQUESTED VARIATION SETBACK.**

CARRIED

Council then returned to Item 9.1 of the Council Agenda.

12 Land-use planning

No Planning reports.

13 Environmental sustainability

13.1 Environmental sustainability report (01/07/0004)-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:

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

Scrap Metal

Sims Metals have removed scrap steel from both the Corryong and Tallangatta Resource Recovery Centres.

Waste Review

Radio Frequency Identification Devices (RFID) are being fitted to all new bins. Scanners are being sourced to enable reading of the devices. A trial will be conducted in March and results will be included in the waste services review.

Kerbside Collection Audit

The Kerbside collection bin audit has resulted in the engagement of 180 new collection services to date. Owners of properties that are yet to confirm if they currently have a Council or an alternative waste service were sent a final letter on 22 November 2017 detailing that if they do not contact Council by 28 February 2018 a standard bin service charge will be applied.

Corryong Landfill

Council submitted an application for the new landfill cell construction to the Environmental Protection Authority (EPA). The application for an EPA works authority for an unlicensed landfill cell was approved on 2 January 2018. Excavation of the new cell is complete. The Geomembrane liner tender closed on 12 January 2018 and will be assessed accordingly.

Tree Replacement Strategy

The table below is an update of tree planting and maintenance throughout the Shire.

TOWN	TREES PLANTED YTD 2017	TREE MAINTENANCE COMPLETED
Bethanga		91
Bellbridge	70	80
Corryong	174	21
Tallangatta	112	3
Tallangatta Valley		50
Colac Colac	10	11
Granya		12
Total	366	268

Budget Impact:

	Note	Dec 2017 YTD (Actual) \$	Dec 2017 YTD (Budget) \$	Dec 2017 YTD (Variance) \$	Dec 2017 YTD (Variance) %	2017/18 Full Year (Budget) \$
Income						
Kerbside Collection	1	894,142	834,694	59,448	7%	879,388
Waste Facilities Management	2	453,860	427,894	25,966	6%	468,000
Total Income		1,348,002	1,262,588	85,414	7%	1,347,388
Expenditure						
Kerbside Collection		290,651	271,791	(18,860)	(7%)	546,567
Waste Facilities Management		175,160	164,382	(10,778)	(7%)	668,382
Total Expenditure		465,811	436,173	(29,638)	(7%)	1,214,949
Net Income / (Expenditure)		882,191	826,415	55,776	7%	132,439

Note:

1. Increase due to audit results.
2. Sale of scrap steel income was more than expected (\$20,000).

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

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

**CR TOLSHER
CR WORTMANN**

THAT THE REPORT BE NOTED.

CARRIED

14 Economic and tourism development

14.1 Economic development report (05/01/0001-CEO)

Disclosure of Interests (S.80C):

This report was prepared by Ms Alicia Keogh, Manager Economic Development.

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

Background/History:

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

Draft Hunting Tourism Action Plan

At its August 2017 meeting, Council gave in principle support to the draft Hunting Tourism Action Plan and requested that officers seek feedback on the plan from key stakeholders and the broader community.

Mr Jim de Hennin has been appointed Chair of the Steering Group, which comprises representatives from Parks Victoria, North East Catchment Management Association, Hancock Victorian Plantations, Vic Game Management Authority, NSW Game Licensing Unit, Towong Shire Council (TSC), Upper Murray Business Inc (UMBI), Man from Snowy River Tourism Association (MFSRTA), Mitta Valley Inc, Landcare, Deer Round Table, plus community stakeholders and local hunters.

A comprehensive Public Consultation Plan has been developed and was approved by the Steering Group at its January 2018 meeting.

The key activity of the Plan is coordinating public information sessions that will be held in the Upper Murray, Mitta Valley and Tallangatta in April 2018. A process is currently underway to appoint an experienced facilitator to lead these sessions.

It is anticipated that the final Hunting Tourism Action Plan will be presented to Council for adoption by July 2018.

Great River Road

During November and December, the Great River Road Reference Group finalised their list of desired infrastructure and signage at all designated sites along the

Touring Route. Design plans are currently being developed for the entire route. The Reference Group is successfully working within budgets.

The Signage Focus Groups are now concentrating on obtaining and developing the interpretive material. Council staff are making every effort to engage traditional land owners to comply with the Heritage Act.

Artwork concepts have been developed and the respective Focus Group is working with Murray Arts to seek RFQs for the production of the artwork from suitable artists.

A variation on milestones is being sought from the Department of Infrastructure and Regional Development (DIRD). Delivering the milestones in the existing format is feasible, however not the most efficient use of funds. At the very least, landscaping will be postponed for the initial sites (Khancoban and Bringenbrong) until late autumn.

Dairy industry

Alpine Valleys Dairy Inc has sought and received funding through the Building Better Regions Fund (via Murray Dairy) to continue their 'Getting Started' program. The program provides retiring dairy farmers with access to professional guidance and support relating to succession and farm transition planning. In addition, the new program will provide guidance to 'up and coming' dairy farmers on matters relating to business management and professional development.

Any Towong Shire dairying business wishing to access the Getting Started program can contact Patten Bridge at Bridge Logic Consulting. With his extensive experience in the dairying transitions space, Patten is the first point of contact. However AVD Inc are looking to appoint a number of additional consultants to implement the project.

Tourism North East

Towong Shire has five events featured in the 2018 High Country Harvest Festival:

- Whistlestop High Tea – Parklands Albury Wodonga
- Australian Bush Experience (title to be determined) - The Resting Place Poets Paradise
- Majestic Mitta Valley progressive dinner and overnight package (title to be determined) - Mitta Valley Inc
- Fish, Fire & Feast (title to be confirmed) – Colac Colac Caravan Park
- Twilight market with food stalls and live music (title to be determined) – Community

The festival, which is coordinated by Tourism North East (TNE), is a celebration of food, wine and beer in the spectacular High Country. Held annually in May, the festival runs for two weeks and consists of numerous food and wine orientated events. Tourism North East heavily promotes the festival to the Melbourne market.

TNE hosted a Destination Action Plan workshop in the Mitta Valley on Monday 16 October. Destination Action Plans are holistic plans that focus on developing product, infrastructure and services for towns or regions, as well as marketing and promotion.

The workshop was attended by a small yet broad array of stakeholders from the business community. As a result, TNE has produced a draft 2017 -2020 Mitta Valley Destination Action Plan.

The Destination Action Plan identifies five key priorities:

1. Development of tourism product
2. Business collaboration for destination marketing
3. Infrastructure development and collaborative strategy
4. Events strategy
5. Local food activation development.

The draft action plan is currently being reviewed by stakeholders. TNE's quarterly report is attached at [Appendix 10](#).

The Narrows

Following the decision by the Minister for Regional Development to support the resolution of The Narrows Feasibility Study Project Steering Committee that there is not a compelling case to progress the project to the next phase, Council officers have been liaising with the Tallangatta Lake Community Action Group to assist them with their activities.

A meeting between the Action Group and the consultants that worked on Phase 1 of the project (SMEC and GHD) was held on Friday 24 November. The meeting gave the Action Group the opportunity to discuss their concerns regarding the methodology and findings of the Technical Feasibility Report and Cost Benefit Analysis with the consultants.

Council's future actions on The Narrows project was discussed at a workshop in January.

Colac Colac Caravan Park

Officers are currently working with the operators of the Colac Colac Caravan Park to prepare a funding application to Regional Development Victoria to construct a new amenities block and renovate and convert the existing amenities block to a laundry and games room.

The current amenities blocks at the Park are inadequate to service the visitation levels experienced by the park, both in terms of size and condition.

The current cooking facilities are exposed to the weather, with temporary plastic sheeting needing to be installed around the Park's gazebo to attempt give visitors some protection from the rain and wind.

The proposed upgrades to the Park would see the construction of a new amenities block, which would include:

- Mens – 8 toilets, 8 showers
- Ladies – 8 toilets, 8 showers
- Multipurpose camp kitchen – BBQ, fireplace, kitchenette

Council's contribution for this project will come from the Colac Colac Caravan Park capital works program.

Man from Snowy River Bush Festival

Council has committed to providing in-kind support for the 2018 Man from Snowy River Bush Festival in line with the support provided in 2017. The Festival, which will be held from 5 to 8 April 2018, is expected to see more than 7000 people attending activities each day and is considered one of the most important events to the North East.

Council officers and TNE are currently working together to plan workshops for local businesses to assist them to leverage off the event.

Building Better Regions Fund

Two applications to Round 2 of the Building Better Regions Fund were submitted in December – the Connecting Corryong project and the Tallangatta Holiday Park Transformation project. Successful applications are expected to be announced in mid-2018.

Valleys, Lakes and Vistas website

The new tourism website went online in December. The website covers Bellbridge, Bethanga, Dartmouth, Eskdale, Granya, Mitta Mitta and Tallangatta. A number of operators are listed on the website and the opportunity to be listed on the website is ongoing.

Impact on Council Policy:

Nil.

State Government Policy Impacts:

Nil.

Budget Impact:

The Victorian Government announced on 20 October that it would be contributing \$330,000 towards the Great River Road project. This has reduced Council's contribution from \$495,000 to \$165,000.

Council had intended to borrow its contribution of \$495,000, however given the reduced contribution, this planned borrowing will be reviewed at the time the contribution is required to be made.

Risk Assessment:

Nil.

Community Consultation/Responses:

Nil.

Discussion/Officers View:

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

**CR TOLSHER
CR WHITEHEAD**

THAT THE REPORT BE NOTED.

CARRIED

15 Councillor Reports

15.1 Australia Day Awards Bellbridge (Cr Wortmann)

Date of Meeting/Event:	Friday 26 January 2018
Key information presented/discussed at the meeting:	<p>A very good crowd attended the awards at the Berringa Community Centre.</p> <p>We all enjoyed a delicious breakfast provided by the Rotary Club.</p> <p>Mr John Haffenden was our MC for the awards. The official proceedings started with the Australian Flag raising ceremony conducted by the local Naval Cadets.</p> <p>The guest speaker for morning was Ms Julie Miller. Julie gave an in depth account of her life story, which was extremely interesting and at times quite humorous. Everyone in attendance enjoyed her speech.</p> <p>I then had the pleasure of announcing the Awards as follows:</p> <p>Community event of the Year went to the Berringa Community Albury Wodonga Regional Cancer Fundraiser 2017.</p> <p>This award was accepted by Ms Julie de Hennin.</p> <p>Community Participant of the Year went to Mr Peter Klein, unfortunately Peter could not attend the ceremony, due to a family illness.</p>

15.2 Australia Day Awards Corryong (Cr Star)

Date of Meeting/Event:	Friday 26 January 2018
Key information presented/discussed at the meeting:	<p>It was a full house at the Corryong Youth Club Hall in Corryong with at least 100 residents and visitors enjoying a delicious breakfast provided by the Corryong Lions Club.</p> <p>Nadia Edwards was the MC for the event, starting with the raising of the flag and the national anthem. The musical talents of local residents Trevor Best, Ray Knight, Maurie Foun, Ian Simpson and Renata Coppola entertained throughout the morning with a medley of well known and loved Aussie song favourites.</p> <p>Jan Craig, the 2017 Corryong and District Australia Day Citizen of the Year, was the guest speaker. She entertained the audience with her recollections of moving to Corryong many years ago and how she became involved with a number of community organisations as her children grew up.</p> <p>She recalled the moments she became inspired to become a member of the local Red Cross group, of which she is still a loyal supporter and encouraged the audience of the need to become involved in community activities. Jan's talk provided a great insight into her love of the Corryong community and she clearly emphasized that volunteering was just another word for community involvement, with all the added benefits associated.</p> <p>It was my turn then. I paid tribute to our community groups and the important role they all play in our community. This year no Event of the Year was awarded however I presented to the audience with the suggestion that as many were involved with the Man from Snowy River Bush Festival that someone could have nominated it.</p>

	<p>After a highly successful event in April 2017, the Festival entered the RACV Victorian Tourism Awards for the first time. (I believe this is the first Towong Shire event ever to enter these state-wide awards). In October 2017 at the Awards Night held at the Crown Casino, the Festival's representatives were presented with a finalist award in the Festivals and Events Category (reflecting the very high calibre of its entry). The event then went on to feature on national television four times across October and November, highlighting the Upper Murray as a great place to live and visit.</p> <p>Using this example, I encouraged the audience to use Australia Day to remind the community of the people, groups and events that make our region great and to nominate worthy entries next year.</p> <p>Three awards were announced. Kevin Davis was awarded an Appreciation Award but was not present at the event. Maisie Pilli was presented with the Young Citizen of the Year award and Greg Wilson was presented with the 2018 Citizen of the Year award.</p>
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15.3 Australia Day Awards Walwa (Cr Whitehead)

Date of Meeting/Event:	Friday 26 January 2018
Key information presented/discussed at the meeting:	<p>What a great morning at Walwa for the 2018 Australia Day Awards. With about 150 people in attendance the hall was full. We enjoyed a delicious breakfast cooked and served by the local Lions Club.</p> <p>After breakfast we started the official part of the morning with David Hanna welcoming everyone as the MC. We all sung along to some well know tunes.</p> <p>David then introduced our guest speaker for the</p>

	<p>morning, Neil Soullier, our Australia Day Ambassador. Neil had the crowd looking for more with a mix of humour and some great stories about his life and involvement with the Blue Ribbon Foundation. The insight he gave about the work that the Blue Ribbon Foundation undertakes was fascinating, also how they raise their funds to be able to provide new facilities in public hospitals.</p> <p>A loud round of applause thanked Neil for coming all the way to Walwa to speak on this special day.</p> <p>We then had presentation of awards: Certificate of Appreciation - was presented to Mary Hunt for her contribution to the community.</p> <p>Excellence in the Workplace – was awarded to Dr David Hall and the Walwa Vet Practice - over the last 25years they have been one of the biggest employers in Walwa.</p> <p>Community Event of the Year – was presented to the Walwa Primary School for their production of Jack Finding Jill.</p> <p>The Citizen of the Year – was awarded to Bill Mosterd for many years of dedication to the Walwa community.</p>
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15.4 Building Art on Walls (Cr Scales)

Verbal report

15.5 Murray Darling Association (Cr Wortmann)

Verbal report

15.6 Corryong Baptist Church (Crs Star and Whitehead)

Verbal report

Mr J Heritage left the Council Chamber at 11.51am.
Mr J Heritage returned to the Council Chamber at 11.54am.

CR TOLSHER
CR WORTMANN

THAT THE COUNCILLOR REPORTS BE NOTED.

CARRIED

16 Urgent business

CR WORTMANN
CR TOLSHER

THAT ONE ITEM OF URGENT BUSINESS BE ADMITTED REGARDING BUDGETING FOR SCHOOL CROSSING SUPERVISORS.

CARRIED

16.1 School Crossing Supervisors (01/07/0020-Cr Wortmann)

CR WORTMANN
CR TOLSHER

THAT THE CHIEF EXECUTIVE OFFICER PREPARE A REPORT FOR THE MARCH COUNCIL MEETING IN RELATION TO THE BUDGET ALLOCATION REQUIRED TO PROVIDE SCHOOL CROSSING SUPERVISORS.

CARRIED

17 Committee minutes

17.1 Riverview Walwa Committee of Management (Cr Star)

The unconfirmed Annual General Meeting minutes of the meeting held on 15 November 2017 of Riverview Walwa Committee of Management (S86 Committee) are attached at [Appendix 11](#) for information.

**CR STAR
CR TOLSHER**

THAT THE:

- 1. UNCONFIRMED MINUTES OF RIVERVIEW WALWA COMMITTEE OF MANAGEMENT BE NOTED; AND**
- 2. RIVERVIEW WALWA COMMITTEE OF MANAGEMENT BE ADVISED OF THE AMENDMENT REQUIRED TO THE MINUTES.**

CARRIED

17.2 Upper Murray Brand Steering Committee (Cr Star)

The unconfirmed minutes of the meeting held on 7 December 2017 of the Upper Murray Brand Steering Committee are attached at [Appendix 12](#) for information.

**CR STAR
CR WHITEHEAD**

THAT THE UNCONFIRMED MINUTES OF UPPER MURRAY BRAND STEERING COMMITTEE BE NOTED.

CARRIED

17.3 North East Waste and Resource Recovery Group (Cr Tolsher)

The communique from the meeting held on 11 December 2017 is attached at [Appendix 13](#) for information.

**CR TOLSHER
CR STAR**

**THAT THE NORTH EAST WASTE AND RESOURCE RECOVERY GROUP
COMMUNIQUE BE NOTED.**

CARRIED

18 Occupational Health and Safety

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

The unconfirmed minutes of the meeting held on 18 January 2018 are attached at [Appendix 14](#) for information.

**CR WORTMANN
CR WHITEHEAD**

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

CARRIED

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

The following policies were tabled for review at the 14 November 2017 Council Meeting and are presented at [Appendix 15](#) for adoption. Please note that recommended changes are shown in red and blue.

- Audit Committee Charter (DCCS)
- Computer and Mobile Device (DCCS)
- OH and S (DCCS)
- OH and S Constitution (DCCS)
- Procurement (DCCS)
- Risk Management (DCCS)

**CR TOLSHER
CR WHITEHEAD**

THAT THE FOLLOWING POLICIES AS PRESENTED AND AMENDED BE ADOPTED:

**AUDIT COMMITTEE CHARTER
COMPUTER AND MOBILE DEVICE
OH AND S
OH AND S CONSTITUTION
PROCUREMENT
RISK MANAGEMENT**

CARRIED

The following policies are tabled for review ([Appendix 16](#)). Comments should be provided to the Responsible Officer by 5 March 2018.

Fraud and Corrupt Conduct (CEO)

Fraud, Corrupt Conducts and Conflict of Interest Reporting Procedure (DCCS)

Investment (DCCS)

Kerbside Refuse and Recycling Collection (DTS)

Privacy (DCCS)

Community use of Council Meeting Spaces and Facilities (EA)

Councillor Resources (DCCS)

Human Rights (DCCS)

Issue Resolution (DCCS)

No Smoking (DCCS)

Protected Disclosure (DCCS)

Community Grants Application (CEO)

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

**CR WORTMANN
CR TOLSHER**

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 THE TIME BEING 12.24PM.

CARRIED

**CR TOLSHER
CR WORTMANN**

THAT COUNCIL SUSPEND STANDING ORDERS THE TIME BEING 12.24PM.

CARRIED

**CR WHITEHEAD
CR TOLSHER**

THAT STANDING ORDERS BE RESUMED THE TIME BEING 12.27PM.

CARRIED

**CR WHITEHEAD
CR TOLSHER**

THAT THE MEETING BE RE-OPENED TO THE PUBLIC, THE TIME BEING 1.09PM.

CARRIED

21.1 Towong Street, Streetscape Upgrades (02/11/0039-DTS)

CR WHITEHEAD

CR STAR

THAT THE:

- 1. TENDER FROM EXCELL GRAY BRUNI PTY LTD, FOR A LUMP SUM OF \$865,638 FOR CONTRACT 2017/18-09 FOR THE CONSTRUCTION OF TOWONG STREET STREETScape UPGRADE, BE ACCEPTED (EXCLUDING PROVISIONAL ITEM FOR RESEAL OF TOWONG STREET);**
- 2. PROJECT BUDGET BE NOTED;**
- 3. CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE CONTRACT DOCUMENTS; AND**
- 4. TENDERERS BE ADVISED ACCORDINGLY.**

CARRIED

21.2 Tender Assessment – Replacement of 2003 Caterpillar 12H Grader Contract No. VP84285 (01/02/0008-ACEO)

CR TOLSHER

CR STAR

THAT THE:

- 1. TENDER RECEIVED FROM WILLIAM ADAMS FOR THE CATERPILLAR 12M MOTOR GRADER (\$363,000.00 EX GST) LESS THE TRADE IN OF THE CATERPILLAR 12H GRADER (\$100,000 EX GST) BE ACCEPTED;**
- 2. CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE CONTRACT DOCUMENTS.**

CARRIED

21.3 Flood Damage Restoration Works (02/02/0002-DTS)

**CR WORTMANN
CR TOLSHER**

THAT:

- 1. THE FLOOD RESTORATION WORKS TENDER, CONTRACT 2017/2018-07 BE AWARDED TO TALLANGATTA CONSTRUCTION AND MAINTENANCE FOR A VALUE OF \$367,012.60;**
- 2. A PROVISIONAL SUM OF \$250,000.00 BE MADE AVAILABLE TO ADDRESS DEFECTS OUTSIDE THE CONTRACT SCOPE, BUT WITHIN THE NATIONAL DISASTER FUNDING AGREED AMOUNTS, AS REQUIRED; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL THE CONTRACT DOCUMENT.**

CARRIED

There being no further business the meeting was closed at 1.10pm.

Minutes confirmed this day of 2018.

Mayor