

Minutes

Ordinary Meeting of Council

Held at 10:30am, Wednesday 26 June 2024
Towong Shire Council Office
32 Towong Street, Tallangatta, Victoria

Our Community Vision

Towong Shire will be the ideal place to be: welcoming, vibrant and diverse communities with quality facilities and services.

This information is available in alternative formats on request.

**Minutes for the Ordinary Meeting of Council held at
32 Towong Street, Tallangatta, Victoria,
on Wednesday 26 June 2024 commenced at 10:30am**

Commonly Used Acronyms

Abbreviation	Title
Council Officers	
CEO	Chief Executive Officer
DIE	Director Infrastructure and Environment
DCP	Director Community and Planning
DCOD	Director Corporate and Organisational Development
MF	Manager Finance
SAE	Senior Asset Engineer
Government/Organisation	
CH	Corryong Health (formerly Upper Murray Health and Community Services)
DFFH	Department of Families, Fairness and Housing
DJSIR	Department of Jobs, Skills, Industry and Regions
DTP	Department of Transport and Planning
DEECA	Department of Energy, Environment and Climate Action
GMW	Goulburn Murray Water
HRGLN	Hume Region Local Government Network
MAV	Municipal Association of Victoria
NECMA	North East Catchment Management Authority
NERPEN	North East Regional Procurement Excellence Network
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
VGC	Victorian Grants Commission
WBNC	Walwa Bush Nursing Centre

Table of Contents

1	Opening Prayer	5
2	Councillor and Officer Presence at the Meeting.....	5
3	Apologies and Granting of Leave of Absence	5
4	Disclosure of Conflicts of Interest.....	6
5	Confirmation of Minutes	8
6	Petitions and Joint Letters.....	9
7	Public Question Time	9
8	Informal Meetings of Councillors	9
9	Organisational Improvement.....	11
9.1	Action Sheet Report (CEO-06/06/0010)	11
9.2	Audit and Risk Committee Charter Review (DCOD-07/07/0022)	14
9.3	Audit and Risk Committee - Independent Member Appointments (CEO-07/07/0022)	19
9.4	Records Management Policy - Adoption (DCOD-10/01/0007)	23
9.5	Policy Management Policy Adoption (DCOD-10/01/0007).....	27
9.6	Occupational Health and Safety Report - June 2024 (DCOD-06/04/0212)	31
9.7	Quarterly Performance Reporting Graphs (07/05/0022 - DCOD).....	35
9.8	Final Budget Report 2024/25 (DCOD-06/02/0085)	38
9.9	Sale of Land - 8 Boundary St, Corryong (PN320161-DCOD)	47
10	Community Wellbeing.....	53
10.1	Swimming Pools Report Season 2022/23 (DCP).....	53
10.2	Emergency Management Report - (DCP-02/02/0009).....	59
10.3	Community Sport Fair Access Policy (DCP).....	64
10.4	Our Towns Towards 2030 - Final Place Plans (DCP)	69
11	Asset Management.....	76
11.1	Discontinuance of Section of Road PC364095S, 1835 Thowgla Road, Thowgla Valley (PN159250-DIE)	76
11.2	Streetscape Plans - Cudgewa, Tintaldra and Towong (DIE- 02/11/0051)	83

11.3 Lake Road Culvert Extension - Tender Evaluation - Contract No. 2023-24-048 (DIE).....	88
12 Land Use Planning	93
12.1 Land Use Planning Report (DCP-03/02/0003)	93
12.2 Structure Plans - Tallangatta, Bellbridge and Corryong (DCP)	96
13 Environmental Sustainability.....	104
13.1 Circular Economy and Environment Report (DIE-01/07/0004)	104
14 Economic and Tourism Development.....	110
14.1 Great River Road Marketing Plan (DCP)	110
15 Councillor Reports.....	116
15.1 ANZAC Day Report (Tallangatta) - Cr Anderson.....	116
16 Urgent Business.....	118
17 Committee Minutes.....	120
17.1 Audit and Risk Committee Meeting - 28 May 2024 (DCOD).....	120
17.2 OHS Committee Minutes - 14 May 2024 (DCOD-06/04/0212)	122
18 Council Policies.....	123
18.1 Policies for Adoption.....	123
19 Sealing of Documents	124
20 Confidential.....	124
21 Closure of Meeting.....	125

The Mayor declared the meeting open, the time being 10:32 am.

1 Opening Prayer

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

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

Amen."

2 Councillor and Officer Presence at the Meeting

Councillor Attendance

Crs Whitehead, Anderson and Scales.

Officer Attendance:	Title:
Ms Phelps	Chief Executive Officer
Ms Gadd	Director Infrastructure and Environment
Ms Pagan	Director Community and Planning
Ms Taylor	Director Corporate and Organisational Development
Mr Florence	Deputy Director Community

3 Apologies and Granting of Leave of Absence

The Mayor advised that Crs Wortmann and Dikschei, were apologies for the meeting.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT THE APOLOGIES FROM CR WORTMANN AND CR DIKSCHAI BE ACCEPTED.

CARRIED

4 Disclosure of Conflicts of Interest

Section 130 of the Act requires that a 'Relevant person' (which means a person who is a Councillor, a member of a delegated committee who is not a Councillor or a member of Council staff) disclose any conflict of interest in the manner required by Council's Governance Rules and exclude themselves from the decision making process in relation to the matter including any discussion or vote on the matter at any Council meeting.

Council's Governance Rules state as follows:

A2 Obligations with regards to conflict of interest

Councillors, members of delegated committee, and Council staff are required to:

- a. Avoid all situations which may give rise to conflicts of interest;*
- b. Identify any conflicts of interest; and*
- c. Disclose or declare all conflicts of interest.*

A3 Disclosure of a conflict of interest at a Council meeting

A Councillor who has a conflict of interest in a matter being considered at a Council meeting at which he or she:

A3.1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the Council meeting immediately before the matter is considered; or

A3.2 intends to be present must disclose that conflict of interest by providing to the Chief Executive Officer before the Council meeting commences a written notice:

A3.2.1 advising of the conflict of interest;

A3.2.2 explaining the nature of the conflict of interest; and

A3.2.3 detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:

- a. name of the other person;*
- b. nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and*
- c. nature of that other person's interest in the matter, and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the Chief Executive Officer under this sub-Rule.*

The Councillor must, in either event, leave the Council meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

No disclosures of any conflicts of interest were made.

Confirmed

5 Confirmation of Minutes

The minutes of the meetings listed below were circulated to Councillors following each respective meeting. Confirmation of the minutes is now sought.

- Special Council Meeting held on 8 May 2024
- Ordinary Council Meeting held on 22 May 2024

Recommendation:

That the Minutes of the Special Council Meeting held on 8 May 2024 and the Ordinary Council Meeting held on 22 May 2024, be confirmed.

Council Resolution:

**CR ANDERSON
CR SCALES**

THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 8 MAY 2024 AND THE ORDINARY COUNCIL MEETING HELD ON 22 MAY 2024, BE CONFIRMED.

CARRIED

6 Petitions and Joint Letters

Nil

7 Public Question Time

In accordance with Council's Governance Rules, all questions must be submitted to Council in writing by 2.00pm on the day prior to the Council meeting.

An online form is available on Council's website, and a hard copy of the form is available at both the Tallangatta and Corryong Council offices.

Public Notice of Public Question Time was included in the advertisement for the Council meeting.

The CEO will advise of any Public Question Time submissions at the meeting.

Nil

8 Informal Meetings of Councillors

In accordance with Council's *Governance Rules*, a written summary of the matters discussed at each informal meeting of Councillors is to be tabled at the next convenient Council meeting and recorded in the minutes of that meeting.

The Meeting Records from the Informal Meeting of Councillors held on 24 April 2024, 8 May 2024 and 22 May 2024 are attached as follows:

1. Workshop Meeting Record 24 April 2024 [**8.1.1** - 2 pages]
2. Workshop Meeting Record 8 May 2024 [**8.1.2** - 4 pages]
3. Workshop Meeting Record 22 May 2024 [**8.1.3** - 4 pages]

Recommendation:

That the information be noted.

Council Resolution:

CR SCALES

CR ANDERSON

THAT THE INFORMATION BE NOTED.

CARRIED

Confirmed

9 Organisational Improvement

9.1 Action Sheet Report (CEO-06/06/0010)

Disclosure of Interests (S.130):

This report was prepared by Mr Justin Troy, Coordinator Governance and Compliance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

The attached report shows the progress made in relation to the resolutions from the 22 May 2024 Ordinary Council meeting.

Recommendation:

That the report be noted.

Attachment:

1. Action Sheet from Ordinary Council Meeting - 22 May 2024 [9.1.1 - 5 pages]

Background/History:

Not applicable.

Relevant Law (s.9(2)(a)):

Not applicable.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Not applicable.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not applicable.

Officer's View:

It is the officer's view that good progress has been made in relation to the actions arising from previous meetings.

Council Resolution:

CR ANDERSON

CR SCALES

THAT THE REPORT BE NOTED.

CARRIED

Confirmed

9.2 Audit and Risk Committee Charter Review (DCOD-07/07/0022)

Disclosure of Interests (S.130):

This report was prepared by Ms Narelle Taylor, Director Corporate and Organisational Development.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present a revised Audit and Risk Committee Charter, and to propose an increase to the allowance paid to the independent members of the Audit and Risk Committee, for Council's consideration.

Summary:

The Audit and Risk Committee Charter is due for review. The current Charter was adopted in August 2022. The Charter establishes the governance of the Committee, including authority, membership, meeting arrangements, as well as duties and responsibilities. Various changes have been recommended by the Committee to be considered for adoption.

Recommendation:

That:

1. The Audit and Risk Committee Charter as presented be adopted; and
2. The independent member allowance be set to 1.25% of the Councillor allowance per meeting effective from the next Audit and Risk Committee meeting.

Attachment:

1. Audit and Risk Committee Charter - April 2024 Draft (with Track Changes)
[9.2.1 - 5 pages]

Background/History:

Section 54 of the *Local Government Act 2020* requires that a Council must prepare and approve an Audit and Risk Committee Charter, which specifies the functions and

responsibilities of the Committee. Council adopted the current Committee Charter at the August 2022 Council Meeting.

At the 28 May 2024 Audit and Risk Committee meeting, the Committee resolved to propose changes to the Charter for Council's consideration. The recommended changes are as follows:

Independent Member Remuneration

The basis of independent member remuneration be changed from a set fee (currently \$300 per meeting) to a set percentage of Councillor allowances. This will ensure independent member remuneration will reflect indexation and other economic factors, rather than remaining stagnant. The proposed set percentage of 1.25% of Councillor Allowances per meeting is consistent with the existing set fee, with a slight increase to compensate for previous indexations.

Committee Chairperson Remuneration

The Charter currently specifies that an additional amount will be paid to the Chairperson, by the method set by the Council. It is recommended that the Charter include that the Chairperson receive an additional 20% of the independent member allowance. This will compensate the Chairperson for the additional responsibilities required by the position, such as facilitating meetings and liaising with Council outside of meetings as the primary Committee representative.

Additional Risk Management Responsibilities

It is recommended that an additional responsibility be included in the Committee's 'Risk Management' responsibilities to monitor significant incident responses within Council to ensure risks are being managed. This will ensure any current operational situations with significant risks involved, for Council or the community, will be reviewed by the Committee to provide expert advice where appropriate.

Relevant Law (s.9(2)(a)):

The proposed Audit and Risk Committee Charter is prepared in accordance with section 54 of the *Local Government Act 2020* as specified below:

54 Audit and Risk Committee Charter

(1) A Council must prepare and approve an Audit and Risk Committee Charter.

(2) The Audit and Risk Committee Charter must specify the functions and

responsibilities of the Audit and Risk Committee including the following—

- (a) monitor the compliance of Council policies and procedures with—
 - (i) the overarching governance principles; and*
 - (ii) this Act and the regulations and any Ministerial directions;**
- (b) monitor Council financial and performance reporting;*
- (c) monitor and provide advice on risk management and fraud prevention systems and controls;*
- (d) oversee internal and external audit functions.*

Options – Best Outcomes for the Community (s.9(2)(b)):

The following options could be considered:

1. Adopt the proposed Audit and Risk Committee Charter to ensure Council can attract and utilise valuable expertise; or
2. Not adopt the proposed Audit and Risk Committee Charter and propose alternative changes for consideration.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Regular revision of the Audit and Risk Committee Charter ensures Council can maintain effective governance of the Committee through acknowledging best practice and current risks and challenges. This ensures valuable advice can continue to be provided for Council's consideration and action.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The proposed increase in independent member fees will not have a significant impact on the budget, as they are very minor in amount. Future budgets will reflect the increase in independent member fees.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The proposed Audit and Risk Committee Charter presents an improved method of independent member remuneration to mitigate the risk of attraction and retention of members. Increasing the scope of Risk Management responsibilities in the Charter also ensures Council and utilise the Committee's expertise to provide expert advice on current situations that pose a risk for the organisation or the community.

Officer's View:

It is the Officer's view that the proposed Charter enhances governance arrangements for the Committee and is up to date with best practice in the local government sector. The Audit and Risk Committee is a valuable opportunity for Council to utilise a range of expert skills and experiences, with an effective Charter governing how the Committee can best be deployed within statutory limitations.

Council Resolution:

CR SCALES

CR ANDERSON

THAT:

- 1. THE AUDIT AND RISK COMMITTEE CHARTER AS PRESENTED BE ADOPTED; AND**
- 2. THE INDEPENDENT MEMBER ALLOWANCE BE SET TO 1.25% OF THE COUNCILLOR ALLOWANCE PER MEETING EFFECTIVE FROM THE NEXT AUDIT AND RISK COMMITTEE MEETING.**

CARRIED

9.3 Audit and Risk Committee - Independent Member Appointments (CEO-07/07/0022)

Disclosure of Interests (S.130):

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

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to report on recent recruitment activity to fill the vacant independent member positions on the Audit and Risk Committee and present the preferred candidates for Council's consideration.

Summary:

The Audit and Risk Committee comprises a minimum of three members – one Councillor and two external independent people. The Committee has in recent years consisted of four external independent members which provides good continuity to the Committee, as well as a diversity of experience.

With the upcoming completion of the term of independent member Mr Spencer Rich in September 2024 and the recent resignation of independent member Ms Loren Murray, two new independent members are required. The recruitment of two new Committee members has been led by the Mayor and Chief Executive Officer in line with the Committee Charter, with Carolyn Rosetta-Walsh and Marcus Goonan being recommended as the new members.

Recommendation:

That

1. Carolyn Rosetta-Walsh be appointed to the Audit and Risk Committee for a four-year period from 1 August 2024 to 31 July 2028; and
2. Marcus Goonan be appointed to the Audit and Risk Committee for a four-year period from 1 August 2024 to 31 July 2028.

Attachment:

Nil

Background/History:

Section 53 of the *Local Government Act 2020* requires that a Council must establish an Audit and Risk Committee, which is an advisory committee of Council. An Audit and Risk Committee must include members who are Councillors of Council and consist of a majority of members who are not Councillors of Council and who collectively have expertise in financial management and risk, and experience in public sector management.

Accordingly, Council's Audit and Risk Committee Charter states that the Committee is to comprise of a minimum of three members, including one Councillor and two independent people. The Audit and Risk Committee has in recent years included four independent people, which has provided good continuity to the Committee, as well as a diversity of experience.

Recruitment commenced in April and following external advertising, a very strong field of 12 candidates applied for the role. This was shortlisted to seven highly experienced candidates who were interviewed by the Mayor and Chief Executive Officer. Carolyn Rosetta-Walsh and Marcus Goonan are recommended as the preferred candidates, bringing extensive experience in financial and public sector risk management.

Relevant Law (s.9(2)(a)):

The recommendation is made in accordance with Council's Audit and Risk Committee Charter which in turn has been adopted in accordance with the requirements of section 53 and 54 of the *Local Government Act 2020*.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

The appointment of four external independent Committee members provides for good continuity of the Committee, while ensuring that the Committee can continue to provide a diversity of experience and expertise to Council for the benefit of its ongoing sustainability.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Committee members receive an allowance per meeting in accordance with the Audit and Risk Committee Charter, which is provided for within the Council Budget.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Council Plans:
Not applicable.

Council Policies:
The recommendation is made in accordance with the Audit and Risk Committee Charter.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The appointment of four external independent Committee members provides for good continuity for the Committee.

Officer's View:

The recruitment of two new Committee members has been conducted in accordance with Council's *Recruitment Policy* and the applications received were of a very high standard. The appointment of Carolyn Rosetta-Walsh and Marcus Goonan to the Committee will add valuable expertise and experience for the benefit of Council.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT

- 1. CAROLYN ROSETTA-WALSH BE APPOINTED TO THE AUDIT AND RISK COMMITTEE FOR A FOUR-YEAR PERIOD FROM 1 AUGUST 2024 TO 31 JULY 2028;**
- 2. MARCUS GOONAN BE APPOINTED TO THE AUDIT AND RISK COMMITTEE FOR A FOUR-YEAR PERIOD FROM 1 AUGUST 2024 TO 31 JULY 2028; AND**
- 3. MR SPENCER RICH AND MS LOREN MURRAY BE THANKED FOR THEIR SERVICE TO THE COUNCIL.**

CARRIED

9.4 Records Management Policy - Adoption (DCOD-10/01/0007)

Disclosure of Interests (S.130):

This report was prepared by Mr Justin Troy, Coordinator Governance and Compliance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present a new policy for Council's consideration.

Summary:

Records management is a core function within local government organisations to ensure business information and decision-making can be appropriately captured and managed. By establishing a policy on how records management functions are conducted, accountabilities and principles can be deployed to consistently achieve legislative compliance and organisational needs.

Recommendation:

That;

1. the Records Management Policy as presented be adopted; and
2. the Chief Executive Officer be authorised to make minor administrative changes where necessary.

Attachment:

1. Records Management Policy DRAFT [9.4.1 - 6 pages]

Background/History:

Records management is a common administrative practise that every organisation utilises. Whether it's to record decisions that were made, store essential information important to organisational functions, or to enhance internal knowledge management, effective records management is essential for all organisations, which is emphasised in the local government sector.

Records management practises in the Victorian local government sector are guided and enforced through the *Public Records Act 1973*. The Public Records Office Victoria (PROV) is the agency responsible for administering the Act, which includes setting mandatory standards and principles for effectively managing public records. The proposed policy aims to capture the essential principles set by PROV which are relevant to the organisation and set a commitment and accountability to ensuring our practises comply with those requirements.

To assist Council with improving general records management practises, external consultants 'Charlie Mac' have been providing ongoing support in delivering an IT/Records Management transformation project. This strategy aims to reform Council's information technology and records management governance, structures and practises, promoting improved business practice and regulatory compliance. A part of this strategy included establishing a records management framework to document the organisations commitment and direction towards good records management.

The proposed policy covers the following matters:

- *Principles* – Addresses the overarching principles that Council will strive to achieve for both compliance and organisational efficiency.
- *Governance* – Provides an overview of key accountabilities in implementing effective records management practises within the organisation.
- *Systems* – Addresses the management of records management systems used within the organisation.
- *Performance Management* – Outlines the process for managing breaches in performance against the policy.
- *Communications and Reporting* – Identifies how the policy will be communicated and deployed throughout the organisation on an ongoing basis.

Relevant Law (s.9(2)(a)):

The principles outlined in the policy are guided by PROV as per their authority from the *Public Records Act 1973*:

Section 12 - Standards for management of public records

The Keeper of Public Records shall establish standards for the efficient management of public records and in particular with respect to—

- (a) the creation, maintenance and security of public records;*
- (b) the selection of public records worthy of preservation;*

*(c) the transfer of public records to the Public Record Office; and
(d) the segregation and disposal of public records not worthy of preservation—*

and shall assist public officers in applying these standards to records under their control.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Records Management practises have been a focus for the Corporate and Organisational Development Directorate, with this policy contributing towards continuous improvement measures.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The introduction of an effective Records Management policy will mitigate the risk of not achieving statutory compliance across the corporate function through best practice measures and a consistent approach towards records management. The risk of inappropriately using records management systems and practises that may expose the organisation to the misuse or loss of corporate documents and knowledge is also reduced through setting key accountabilities and increased commitment of appropriate standards.

Officer's View:

It is the Officer's view that the proposed policy highlights the importance of effective records management in a diverse organisation and identifies appropriate measures and responsibilities to ensure good practises can be deployed. All staff have a responsibility to uphold good records management practises and will be empowered to achieve this through the establishment of an effective framework.

Council Resolution:

**CR ANDERSON
CR SCALES**

THAT;

- 1. THE RECORDS MANAGEMENT POLICY AS PRESENTED BE ADOPTED;
AND**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO MAKE MINOR
ADMINISTRATIVE CHANGES WHERE NECESSARY.**

CARRIED

9.5 Policy Management Policy Adoption (DCOD-10/01/0007)

Disclosure of Interests (S.130):

This report was prepared by Mr Justin Troy, Coordinator Governance and Compliance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present a new policy for Council's consideration.

Summary:

The effective management of policies has been internally identified as a priority to ensure policies can be developed and managed in a consistent and efficient manner. In establishing this framework, the *Policy Management Policy* has been drafted and put forward for consideration. This policy identifies how all types of policies will be managed, from initial development to periodic reviews. This initiative will empower staff to understand their policy management responsibilities in the process and sets key accountabilities to ensure policy management processes are efficient and compliant.

Recommendation:

That;

1. The Policy Management Policy as presented be adopted; and
2. The Chief Executive Officer be authorised to make minor administrative changes to the policy where necessary.

Attachment:

1. Policy Management Policy DRAFT [9.5.1 - 10 pages]

Background/History:

The *Local Government Act 2020* acknowledges that Council and the Chief Executive Officer have powers to do all things necessary to enable the effective management of Council functions, whilst considering good governance principles. An effective

method of ensuring strategic commitments and day to day operations are consistently delivered with transparency and accountability is through the deployment of policies. To guide the development, implementation and review of policies, a framework needs to be considered to manage the numerous policies required for Council to deliver its broad range of community and statutory obligations.

The development of a Policy Management framework has been a priority over the first half of the year, which is now being initiated through the draft Policy Management Policy. The intent of the policy is to:

1. Identify the different types of policies deployed by Council and their respective development and review processes;
2. Identify the key accountabilities within the organisation to ensure effective policy management is being achieved;
3. Provide further internal guidance for staff to maintain effective policy management, such as procedures and templates.

The priority of introducing policy management framework is the result of various factors, such as increasing legislative obligations, an increased workforce and onboarding of new staff, as well as the risk of losing key corporate knowledge and processes. In summary, effective policy management will mitigate the risk for inconsistent processes and loss of informal commitments and procedures. This will be achieved through this policy and supplementary documentation, such as template policies, by creating transparent processes and accountabilities to promote consistency and empower staff to utilise best practises for the management of policies and procedures within the organisation.

Relevant Law (s.9(2)(a)):

The *Local Government Act 2020* identifies the following provisions in relation to the development of Council policies:

Section 10(1)

Subject to any limitations or restrictions imposed by or under this Act or any other Act, a Council has the power to do all things necessary or convenient to be done in connection with the performance of its role.

Section 46(1)(b)

A Chief Executive Officer is responsible for— ensuring the effective and efficient management of the day to day operations of the Council.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Policy management has been a focus for the Corporate and Organisational Development Directorate since the commencement of the year. The proposed policy commitments and processes contribute towards improved practises within the organisation.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The introduction of the *Policy Management Policy* will form the foundation of the Policy Management framework and mitigate the risk of inconsistent practises in managing policies.

Officer's View:

It is the Officer's view that the introduction of the *Policy Management Policy* will contribute towards improved policy management practises and provide valuable guidance for staff involved with developing and managing policies within the organisation.

Council Resolution:

**CR ANDERSON
CR SCALES**

THAT:

- 1. THE POLICY MANAGEMENT POLICY AS PRESENTED BE ADOPTED; AND**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO MAKE MINOR ADMINISTRATIVE CHANGES TO THE POLICY WHERE NECESSARY.**

CARRIED

9.6 Occupational Health and Safety Report - June 2024 (DCOD-06/04/0212)

Disclosure of Interests (S.130):

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

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

This report is provided to Council to provide an overview of the activities undertaken in relation to Occupational Health and Safety.

Major Occupational Health and Safety activities conducted during the period included:

- Hazards identified in the 2024 OHS Management System Audit and site visits were discussed with the officers responsible for each of those work sites with corrective actions required;
- Commenced the drafting of a framework for risk management and safety management systems;
- Follow up on current insurance claims;
- Quotes obtained for anchor points for when Contractors are working at heights when inspecting air conditioners or cleaning gutters on Council building roofs;
- 2024 Influenza vaccinations completed; and
- Lifting equipment inspections completed.

Recommendation:

That the report be noted.

Attachment:

1. OHS Report June 2024 [9.6.1 - 4 pages]

Background/History:

The OHS report is provided on a bi-monthly basis to communicate the work being undertaken to ensure a healthy and safe work environment. The report highlights progress in strengthening processes, procedures and practices across the organisation and details how emerging health and safety risks are being addressed.

Relevant Law (s.9(2)(a)):

OHS activities are governed by the principles of health and safety protection in accordance with the *Occupational Health and Safety Act 2004* and the *Occupational Health and Safety Regulations 2017*. Employees, Councillors, other people at work and members of the public are given the highest level of protection against risks to their health and safety that are reasonably practicable in the circumstances.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Activities are prioritised to best support sustainable health and safety outcomes for employees and the general community.

Community Engagement (s.9(2)(d)):

During the insurance renewal process, officers engage with members of Committees of Management for community assets that are covered under Council's JMAPP Policy for loss and/or damage. Engagement involved site visits and email/phone interactions relating to insurance requirements, inspections of assets etc. and collection of COPE information.

Innovation and Continuous Improvement (s.9(2)(e)):

Officers continue to follow-up actions from the current Audit which was completed in February 2024, and address overlaps of outstanding actions from the 2021 audit.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

This report supports the following *Council Plan 2021-2025* priorities:

6. Organisational Improvement – Maintain a high performing customer-centred organisation that works with the community to develop and deliver priorities

6.7 Provide a safe and healthy workplace for all Councillors and staff in a continually evolving environment.

6.13 Continually improve the risk management and governance frameworks and practices

Council Policies:

*Occupational Health and Safety Policy
Risk Management Policy*

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Activities are prioritised commensurate to the likelihood and impact of identified OHS risks.

Officer's View:

There continues to be an increased focus on the Skills Matrix and Training Plan especially for the outdoor crews to ensure training is undertaken to maintain competency. Actions from the 2021 OHS Management System Audit were addressed up to February 2024, and minor changes are made to the Integrated Management

System Compliance Manual. A new focus on the actions following the OHS Management System Audit in January and February 2024 has commenced and will continue this year.

Council Resolution:

CR SCALES

CR ANDERSON

THAT THE REPORT BE NOTED.

CARRIED

9.7 Quarterly Performance Reporting Graphs (07/05/0022 - DCOD)

Disclosure of Interests (S.130):

This report was prepared by Ms Narelle Taylor, Director Corporate and Organisational Development.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of the report is to provide information.

Summary:

The performance reporting graphs are provided to Council on a quarterly basis to provide a high-level picture of the key areas of Council operations.

A graph is provided for each of the following areas:

1. Council Plan Priorities
2. Top 5 Service Request Types
3. Service Requests Closed and Open
4. Corryong Visitor Information Centre Visitation
5. Capital Expenditure
6. Cash Position
7. Rates Debtors
8. Incident Reports
9. Building Permits Issued
10. Planning Applications Lodged
11. Council Resolutions
12. Technical Service Inspections

Recommendation:

That the report be noted.

Attachment:

1. May 2024 Performance reporting [9.7.1 - 1 page]

Background/History:

Not applicable.

Relevant Law (s.9(2)(a)):

Not applicable.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

In accordance with our *Community Engagement policy* this matter did not require community engagement.

Innovation and Continuous Improvement (s.9(2)(e)):

This report provides information relevant to our progress in performance and continuous improvement against key areas of Council's operations.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Cash balances indicate that the Council is currently in a strong financial position.

Regional, State and National Plans and Policies (s.9(2)(h)):

This report does not relate to Regional, State and National Plans and Policies.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The Performance Reporting Graphs provide a snapshot of how Council is tracking against its key operational objectives, helping to provide a high-level guide as to any emerging risks.

Officer's View:

The Performance Reporting Graphs are provided to illustrate key aspects of Council's performance and results. This data indicates Council officers' efforts to achieve strong outcomes for the community are coming to fruition.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT THE REPORT BE NOTED.

CARRIED

9.8 Final Budget Report 2024/25 (DCOD-06/02/0085)

Disclosure of Interests (S.130):

This report was prepared by Ms Narelle Taylor, Director Corporate and Organisational Development.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of the report is to present the *Budget 2024/25* for adoption.

Summary:

At the Special Council Meeting on 8 May 2024, amendments to the Capital Works budget were resolved, and the Chief Executive Officer was authorised to make the *Draft Budget 2024/25* available for public exhibition and invite public submissions. At the time of completing this report, two submissions had been received. These have been considered and addressed in the section Background/History of this report.

Since being released for public exhibition the rates in the dollar have been recalculated with the most up to date valuations received from LGV.

The *Budget 2024/25* provides for the ongoing delivery of quality facilities and services to residents, including a focus on upgrading, repairing and maintaining our roads and bridges network with \$4.7 million allocated to this key infrastructure.

We have also included a restructuring of our Early Years teams to ensure we are able to deliver quality Kinder, Childcare and Maternal and Child Health services to our communities.

An increase to total rates raised of 2.75% is recommended in accordance with the rate cap set by the State Government under the Fair Go Rates system. The current pressures on our rate payers caused by the increased cost of living was a key consideration when preparing the budget and the associated 2.75% increase to rate revenue. It is important to note that inflation is significantly higher, and presents real challenges to the future sustainability of Council.

Recommendation:

That:

1. The *Budget 2024/25* be adopted;
2. The Chief Executive Officer be authorised to give public notice of the adoption of the *Budget 2024/25*;
3. Pursuant to section 158 of the *Local Government Act 1989*, the amounts to be raised by general rates, municipal charges, service rates and service charges for the 2024/25 financial year are as follows:
 - a. General rates – \$7,223,000;
 - b. Municipal charges – \$1,350,000;
 - c. Kerbside collection charges – \$1,360,000;
 - d. Waste management charges – \$404,000;
4. Pursuant to section 159 of the *Local Government Act 1989*, a municipal rate of \$337 per rateable property be declared for the 2024/25 financial year;
5. Pursuant to section 159 of the *Local Government Act 1989*, the following annual service charges be declared for the 2024/25 financial year:
 - a. Waste facilities management – \$101;
 - b. Garbage and recycling standard service – 140L/240L bins – \$340;
 - c. Garbage and recycling – 240L/240L bins – \$380;
 - d. Garbage and recycling – 80L/240L bins – \$310;
 - e. Garbage, Recycling and FOGO - 80L/240L/240L bins - \$470;
 - f. Garbage, Recycling and FOGO - 140L/240L/240L bins - \$495;
 - g. Garbage, Recycling and FOGO - 240L/240L/240L bins - \$530;
 - h. Additional garbage – 140L bin – \$380;
 - i. Additional garbage – 240L bin – \$495;
 - j. Additional garbage – 80L bin – \$325;
 - k. Additional recycling – 240L bin – \$180; and
 - l. Garbage and recycling service extension (per km) - \$200;
6. Pursuant to section 161 of the *Local Government Act 1989*, general rates are raised by the application of differential rates to rateable properties and that the following rates in the dollar are applied for each type of rate to be levied for the 2024/25 financial year, with the definition of each type or class of land contained within the *Budget 2024/25*:
 - a. Residential properties – 0.2330 cents in the dollar of capital improved value;

- b. Rural residential properties – 0.2330 cents in the dollar of capital improved value;
 - c. Rural properties – 0.1864 cents in the dollar of capital improved value;
 - d. Business properties – 0.2097 cents in the dollar of capital improved value; and
 - e. Undeveloped residential properties – 0.7456 cents in the dollar of capital improved value;
7. In exercise of the power conferred by section 169 of the *Local Government Act 1989*, rebates are granted to each owner (or where applicable, occupier) of rateable land of the declared municipal charge and waste management charge in respect of the financial year, if:
 - a. The rateable land is farm land within the meaning of section 2(1) of the *Valuation of Land Act 1960* or would be farm land if it were 2 hectares or more in area;
 - b. The rateable land forms part of a single farm enterprise;
 - c. A rebate is not granted in respect of at least one other rateable property which forms part of the single farm enterprise; and
 - d. In the case of a single farm enterprise, which is occupied by more than one person, a rebate is not granted in respect of more than one principle place of residence;
8. It is Council's position that rebates assist in the proper development of the municipal district by encouraging the retention of farms and reducing the rates and charges burden on owners (and, where applicable, occupiers) of single farm enterprises;
9. In exercise of the power conferred by section 169 of the *Local Government Act 1989*, the following concessions be granted:
 - a. 50% of the rates levied on the four elderly person units located at 24 Willong Street, Tallangatta, as per the existing agreement dated in 1994 between the Ministry of Housing and Council;
 - b. 50% of the rates, municipal charge and waste management charges levied on the property at 25 Wheeler Street, Corryong, as per the Council Minutes dated 1 May 2000; and
10. In accordance with section 167 of the *Local Government Act 1989*, rates and charges are to be paid in four instalments on or before 30 September 2024, 30 November 2024, 28 February 2025 and 31 May 2025.

Attachment:

1. Final Budget 2024 25 [9.8.1 - 66 pages]

Background/History:

The *Local Government Act 2020* requires that a Council must prepare and adopt a Budget for each financial year and the subsequent three financial years by 30 June each year. The budget must give effect to the Council Plan and contain the financial statements, services and initiatives to be funded, the prescribed indicators and measures of service performance, the total amount to be raised by rates and charges, descriptions of the rates to be applied, and any other information prescribed by the regulations. The Budget must be developed in accordance with the financial management principles outlined by the *Local Government Act 2020* as well as its *Community Engagement Policy*.

A proposed *Budget 2024/25* was prepared for consideration by Council at the 8 May 2024 Special Council Meeting and the Chief Executive Officer was authorised to release it for public exhibition and submissions. The document was subsequently released with submissions closing on 25 June 2024. At the time of writing the report, two submissions had been received as follows:

No.	Submission Summary	Officer Comments and Recommendation
1	Requested the installation of a dump point at Eskdale.	Council are unable to facilitate this request at this time, however note that the request has been included in the Capital Works request register.
2	Rural property valuations have increased significantly over three years from 2021 – 2023, resulting in rural property holders rating charges to increase significantly in that time, and well in excess of the rate cap implemented by the State Government. This has led to the proportion of rates revenue contributed by rural properties to be much higher than historical levels. The submitter suggested that rural properties have –11.5%	Council has always complied with the rate cap requirements, noting that this cap is applied to the average rating charge per property, not for each individual properties. Council recognised in the 2023/24 Budget that the increase in rural property valuations had resulted in significant cost escalations to rural property owners. In response, the rating differential for the rural rating category was reduced from 90% to 80%.

	applied to the rating charge for the next three years to compensate for the preceding years increases.	In recognition of the three years of significant increases Council has elected to maintain the differential at 80% of the residential rate, instead of reverting back to 90%. This will continue to balance out the preceding years rating increases to rural properties. We also note that the valuations are completed independently of Council, and if residents object to the valuation of the property, an objection to the valuation should be lodged by the deadline, which is 60 days from the date of the notice of assessment.
--	---	--

Relevant Law (s.9(2)(a)):

The *Budget 2024/25* has been prepared in accordance with the requirements of the *Local Government Act 1989*, the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Options – Best Outcomes for the Community (s.9(2)(b)):

Council could choose to vary revenue and expenditure levels from proposed levels. Revenue levels have been proposed to balance the community's capacity to pay for rates and services with Council's ability to cover its costs as inflation increases the cost of doing business. Expenditure is comprised of spending on projects which are grant funded, and spending on business-as-usual facilities and services, which are to be maintained at current levels.

Sustainability Implications (s.9(2)(c)):

The parameters of the proposed *Budget 2024/25* have been set to balance community needs with ongoing financial sustainability. Council's financial sustainability over the preceding years has been quite strong following receipt of significant funding for capital projects, Bushfire Recovery and Flood Recovery activities. Longer-term sustainability remains a challenge in the light of the costs of renewing the Shire's aging civil infrastructure.

Community Engagement (s.9(2)(d)):

The development of the proposed *Budget 2024/25* has considered feedback received

through ongoing community engagement and particularly the consultation regarding the *Council Plan 2021-2025*. The proposed document has been released for exhibition and submissions and two submissions were received.

Innovation and Continuous Improvement (s.9(2)(e)):

The proposed *Budget 2024/25* includes a major capital works program which invests in our civil infrastructure to support the Shire in its future growth and vibrancy.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The proposed *Budget 2024/25* signals our ongoing reliance on external funding sources to meet community expectations for the services we deliver.

Regional, State and National Plans and Policies (s.9(2)(h)):

Several major initiatives contained in the *Budget 2024/25* are funded by State and Federal grant programs, in alignment to associated State and Federal plans and strategies.

Council Plans and Policies:

The activities funded by the *Budget 2024/25* are in alignment with the strategies outlined in the *Council Plan 2021-2025*.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The *Budget 2024/25* represents a consistent risk profile to previous budgets.

The long-term financial sustainability risks remains and ongoing advocacy work is essential to providing Council with further financial certainty.

Officer's View:

The *Budget 2024/25* has been developed in accordance with legislative requirements and is based on ongoing community engagement. Council has worked hard to secure substantial grant funding to support major works in 2024/25 and the proposed financial position is sound.

It is the officer's view that the *Budget 2024/25* is financially responsible and consistent with community needs.

Council Resolution:**CR SCALES****CR ANDERSON****THAT:**

- 1. THE *BUDGET 2024/25* BE ADOPTED;**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO GIVE PUBLIC NOTICE OF THE ADOPTION OF THE *BUDGET 2024/25*;**
- 3. PURSUANT TO SECTION 158 OF THE *LOCAL GOVERNMENT ACT 1989*, THE AMOUNTS TO BE RAISED BY GENERAL RATES, MUNICIPAL CHARGES, SERVICE RATES AND SERVICE CHARGES FOR THE 2024/25 FINANCIAL YEAR ARE AS FOLLOWS:**
 - a. GENERAL RATES – \$7,223,000;**
 - b. MUNICIPAL CHARGES – \$1,350,000;**
 - c. KERBSIDE COLLECTION CHARGES – \$1,360,000;**
 - d. WASTE MANAGEMENT CHARGES – \$404,000;**
- 4. PURSUANT TO SECTION 159 OF THE *LOCAL GOVERNMENT ACT 1989*, A MUNICIPAL RATE OF \$337 PER RATEABLE PROPERTY BE DECLARED FOR THE 2024/25 FINANCIAL YEAR;**
- 5. PURSUANT TO SECTION 159 OF THE *LOCAL GOVERNMENT ACT 1989*, THE FOLLOWING ANNUAL SERVICE CHARGES BE DECLARED FOR THE 2024/25 FINANCIAL YEAR:**
 - a. WASTE FACILITIES MANAGEMENT – \$101;**
 - b. GARBAGE AND RECYCLING STANDARD SERVICE – 140L/240L BINS – \$340;**
 - c. GARBAGE AND RECYCLING – 240L/240L BINS – \$380;**
 - d. GARBAGE AND RECYCLING – 80L/240L BINS – \$310;**

- e. **GARBAGE, RECYCLING AND FOGO - 80L/240L/240L BINS - \$470;**
- f. **GARBAGE, RECYCLING AND FOGO - 140L/240L/240L BINS - \$495;**
- g. **GARBAGE, RECYCLING AND FOGO - 240L/240L/240L BINS - \$530;**
- h. **ADDITIONAL GARBAGE – 140L BIN – \$380;**
- i. **ADDITIONAL GARBAGE – 240L BIN – \$495;**
- j. **ADDITIONAL GARBAGE – 80L BIN – \$325;**
- k. **ADDITIONAL RECYCLING – 240L BIN – \$180; AND**
- l. **GARBAGE AND RECYCLING SERVICE EXTENSION (PER KM) - \$200;**

6. PURSUANT TO SECTION 161 OF THE *LOCAL GOVERNMENT ACT 1989*, GENERAL RATES ARE RAISED BY THE APPLICATION OF DIFFERENTIAL RATES TO RATEABLE PROPERTIES AND THAT THE FOLLOWING RATES IN THE DOLLAR ARE APPLIED FOR EACH TYPE OF RATE TO BE LEVIED FOR THE 2024/25 FINANCIAL YEAR, WITH THE DEFINITION OF EACH TYPE OR CLASS OF LAND CONTAINED WITHIN THE *BUDGET 2024/25*:

- a. **RESIDENTIAL PROPERTIES – 0.2330 CENTS IN THE DOLLAR OF CAPITAL IMPROVED VALUE;**
- b. **RURAL RESIDENTIAL PROPERTIES – 0.2330 CENTS IN THE DOLLAR OF CAPITAL IMPROVED VALUE;**
- c. **RURAL PROPERTIES – 0.1864 CENTS IN THE DOLLAR OF CAPITAL IMPROVED VALUE;**
- d. **BUSINESS PROPERTIES – 0.2097 CENTS IN THE DOLLAR OF CAPITAL IMPROVED VALUE; AND**
- e. **UNDEVELOPED RESIDENTIAL PROPERTIES – 0.7456 CENTS IN THE DOLLAR OF CAPITAL IMPROVED VALUE;**

7. IN EXERCISE OF THE POWER CONFERRED BY SECTION 169 OF THE *LOCAL GOVERNMENT ACT 1989*, REBATES ARE GRANTED TO EACH OWNER (OR WHERE APPLICABLE, OCCUPIER) OF RATEABLE LAND OF THE DECLARED MUNICIPAL CHARGE AND WASTE MANAGEMENT CHARGE IN RESPECT OF THE FINANCIAL YEAR, IF:

- a. **THE RATEABLE LAND IS FARM LAND WITHIN THE MEANING OF SECTION 2(1) OF THE *VALUATION OF LAND ACT 1960* OR WOULD BE FARM LAND IF IT WERE 2 HECTARES OR MORE IN AREA;**
- b. **THE RATEABLE LAND FORMS PART OF A SINGLE FARM ENTERPRISE;**
- c. **A REBATE IS NOT GRANTED IN RESPECT OF AT LEAST ONE OTHER RATEABLE PROPERTY WHICH FORMS PART OF THE SINGLE FARM ENTERPRISE; AND**
- d. **IN THE CASE OF A SINGLE FARM ENTERPRISE, WHICH IS OCCUPIED BY MORE THAN ONE PERSON, A REBATE IS NOT GRANTED IN RESPECT OF MORE THAN ONE PRINCIPLE PLACE OF RESIDENCE;**

8. IT IS COUNCIL'S POSITION THAT REBATES ASSIST IN THE PROPER DEVELOPMENT OF THE MUNICIPAL DISTRICT BY ENCOURAGING THE RETENTION OF FARMS AND REDUCING THE RATES AND CHARGES BURDEN ON OWNERS (AND, WHERE APPLICABLE, OCCUPIERS) OF SINGLE FARM ENTERPRISES;
9. IN EXERCISE OF THE POWER CONFERRED BY SECTION 169 OF THE *LOCAL GOVERNMENT ACT 1989*, THE FOLLOWING CONCESSIONS BE GRANTED:
 - a. 50% OF THE RATES LEVIED ON THE FOUR ELDERLY PERSON UNITS LOCATED AT 24 WILLONG STREET, TALLANGATTA, AS PER THE EXISTING AGREEMENT DATED IN 1994 BETWEEN THE MINISTRY OF HOUSING AND COUNCIL;
 - b. 50% OF THE RATES, MUNICIPAL CHARGE AND WASTE MANAGEMENT CHARGES LEVIED ON THE PROPERTY AT 25 WHEELER STREET, CORRYONG, AS PER THE COUNCIL MINUTES DATED 1 MAY 2000;
10. IN ACCORDANCE WITH SECTION 167 OF THE *LOCAL GOVERNMENT ACT 1989*, RATES AND CHARGES ARE TO BE PAID IN FOUR INSTALMENTS ON OR BEFORE 30 SEPTEMBER 2024, 30 NOVEMBER 2024, 28 FEBRUARY 2025 AND 31 MAY 2025;
11. COUNCIL ACKNOWLEDGES THE CONTINUOUS FINANCIAL POSITION THAT THE COUNCIL MAY BE IN, IN THE NEXT SEVERAL YEARS IF INCREASED FUNDING FOR ROAD RENEWAL, INFRASTRUCTURE, COMMUNITY SERVICES AND ORGANISATIONAL OPERATIONS DOES NOT INCREASE SIGNIFICANTLY. THE COUNCIL ALSO ACKNOWLEDGES THAT WHERE A MAJOR INCREASE IN FUNDING DOES NOT OCCUR, SERVICES AND INFRASTRUCTURE RENEWAL WILL HAVE TO BE CUT, OR A SIGNIFICANT INCREASE TO THE RATE CAP WILL NEED TO BE APPLIED FOR; AND
12. COUNCIL STAFF ACROSS THE ENTIRE ORGANISATION BE THANKED FOR THE PREPARATION OF THE 2024/25 BUDGET.

CARRIED

9.9 Sale of Land - 8 Boundary St, Corryong (PN320161-DCOD)

Disclosure of Interests (S.130):

This report was prepared by Ms Narelle Taylor, Director Corporate and Organisational Development.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to seek confirmation that the vacant land at 8 Boundary Street, Corryong is no longer required by Council, and accordingly, a decision that the land be sold.

Summary:

In 2002 Council undertook the development of six one acre lots in the Corryong industrial estate.

Four of the six lots are now in private ownership, leaving two lots (6 Boundary Street, where the Innovation Space is located and 8 Boundary Street, which is vacant) remaining in Council's ownership.

When the lots were created it was intended that they be available for private interests to purchase with a view to the establishment and/or expansion of commercial or industrial enterprises.

A Notice of Intention to sell was recently placed on Council's website in accordance with the requirements of the Local Government Act and no objections were received. It is the officer's recommendation that the lot be sold.

Recommendation:

That:

1. The land at 8 Boundary Street, Corryong (Lot 4 PS 444190), being surplus to Council's needs, be sold;
2. The land be sold by an Expression of Interest process for a price no less than a valuation held by Council; and
3. The Chief Executive Officer be authorised to sign and seal all documents relating to the sale of the land in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties.

Attachment:

1. 8 Boundary Street, Corryong - Image [9.9.1 - 1 page]

Background/History:

In 2001 Council commissioned Fisher Stewart to prepare the Corryong Industrial Land Study. The study looked at possible industrial land sites and concluded that land situated at Boundary Street was the preferred location for industrial development.

In late 2001 Council was successful in securing a dollar-for-dollar grant of \$120,000 from the Victorian Government (under the Council and Regional Development Body Program) for the development of the Boundary Street site (Stage 2 Corryong Industrial Estate).

The Stage 2 development created six (6) one acre (approx 4000 sq m) lots.

In 2006/07, 2-4 Boundary Street (Lots 1 and 2 PS 444190) were sold. Corryong Building Supplies is located at this site.

In 2006 Council secured \$160,000 (ex GST) from the Australian Government under the Regional Partnerships program for the Corryong Innovation Space project. This funding together with \$146,000 of Council funds enabled the construction of the Innovation Space which is located at 6 Boundary Street (Lot 3 PS 444190) on one of the six lots created in 2002.

In 2006 Council sold 10 Boundary Street (Lot 5 PS 444190). This lot was subsequently sold in 2012 and is currently vacant.

In December 2012 12 Boundary Street (Lot 6 PS 444190) was sold. Baxters Concrete Pty Ltd are located at this site.

Four of the six lots are now in private ownership, leaving two lots (6 Boundary Street – Innovation Space and 8 Boundary Street - vacant) remaining in Council's ownership. The original 2001 Corryong Land Industrial Study proposed a possible third stage development, with additional lots created behind the six Boundary Street lots, with a road being constructed on 6 Boundary Street to access the stage 3 lots. This was prior to the Innovation Space being constructed and subsequent changes to ownership of adjacent land means that this option is no longer possible.

There were no objections arising from the recent Notice of Intention to sell 8 Boundary Street, Corryong (Lot 4 PS 444190).

It is the officer's recommendation that the lot be sold.

Relevant Law (s.9(2)(a)):

Section 114 (1) of the *Local Government Act 2020* provides that if Council sells or exchanges any land it must comply with this section.

- (2) Before selling or exchanging the land, the Council must -
- (a) at least 4 weeks prior to selling or exchanging the land, publish notice of intention to do so -
 - (b) on the Council's Internet site; and
 - (c) in any other manner prescribed by the regulations for the purposes of this subsection; and
 - (d) undertake a community engagement process in accordance with its community engagement policy; and
 - (e) obtain from a person who holds the qualifications or experience specified under section 13DA(2) of the Valuation of Land Act 1960 a valuation of the land which is made not more than 6 months prior to the sale or exchange.

The requirements of s114 of the Act have been met.

Options – Best Outcomes for the Community (s.9(2)(b)):

In terms of achieving the best outcome for the municipal community, including future generations, two options are proposed for consideration:

Option 1 - To sell 8 Boundary Street, Corryong.

Option 2 - Continue to retain ownership of 8 Boundary Street, Corryong.

The best outcome for the community would be for the industrial land to be utilised to facilitate economic activity in Corryong. Presently Council also owns 6 Boundary Street where the Corryong Innovation Space is located (comprised of an office suite and four sheds). Two of the sheds are tenanted at this time. The vacant block of land at 8 Boundary Street, which is 4033 sq m, provides the opportunity for a business to be established in the Industrial Estate.

Sustainability Implications (s.9(2)(c)):

Economic

Selling the land will promote economic activity by allowing local businesses to establish and/or expand their operations on a large block of land in the industrial estate.

Community Engagement (s.9(2)(d)):

In accordance with section 114 of the Act, a notice was placed on Council's website advising of Council's intention to sell the land.

No objections were received. One submission, in support of the sale was received.

Innovation and Continuous Improvement (s.9(2)(e)):

Not Applicable.

Collaboration (s.9(2)(f)):

Not Applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The sale of the land will be for no less than the current valuation determined by the Valuer General. This is the value at which it is currently held by Council. Council will benefit from the proceeds of the sale.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:

This report supports the following Council Plan 2021-2025 priorities.

6. Organisational Improvement - Maintain a high performing customer-centred organisation that works with the community to develop and deliver priorities.

6.12 Consider options for the realisation of surplus Council assets

Transparency of Decision (s.9(2)(i)) :

It is appropriate for this report to be considered in a meeting open to the public.

Risk Assessment:

The risk from the decision to sell the land is considered low. It is a block of land in an industrial estate, held for the purpose of being sold to facilitate economic activity. There is the risk that there may not be a purchaser willing to pay a price at or above current valuation, however, this will simply result in the status quo remaining with Council retaining ownership, until such a time as it can be sold.

Officer's View:

It is the Officer's view that it is in Council's interest to sell 8 Boundary Street, Corryong. The sale will result in a financial return to Council and will potentially enable the establishment and/or growth of a private business and accordingly increased economic activity. This would be an excellent outcome as the desire for economic growth was a fundamental reason that Council pursued the expansion of the industrial estate (ie Stage 2) back in the early 2000's.

Council Resolution:

CR ANDERSON

CR SCALES

THAT:

- 1. THE LAND AT 8 BOUNDARY STREET, CORRYONG (LOT 4 PS 444190), BEING SURPLUS TO COUNCIL'S NEEDS, BE SOLD;**
- 2. THE LAND BE SOLD BY AN EXPRESSION OF INTEREST PROCESS FOR A PRICE NO LESS THAN THE VALUATION HELD BY COUNCIL; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL ALL DOCUMENTS RELATING TO THE SALE OF THE LAND IN ACCORDANCE WITH LOCAL LAW 1 – COMMON SEAL AND MISCELLANEOUS PENALTIES.**

CARRIED

10 Community Wellbeing

10.1 Swimming Pools Report Season 2022/23 (DCP)

Disclosure of Interests (S.130):

This report was prepared by Ms Miranda Mouat, Co-ordinator Recreation and Community Development.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

This report summarises the outcomes of the 2023/24 swimming pool season and makes recommendations for improvements to operational management, compliance obligations, and accessibility.

Summary:

The 2023/24 swimming pool season involved the transition to partial management of the swimming pools by external contractor Belgravia Leisure. The pool season was successfully delivered for the community, including:

- Consistent staffing and supervision at both pools;
- Extended opening hours at both pools over the Christmas and New Year period - 20 December 2023 to 7 January 2024;
- No closures of pools due to inclement weather, and only one early closing at Tallangatta pool due to a water quality issue;
- Extended opening hours due to hot weather for one weekend in December;
- Delivery of the season within budget;
- Achievement of increased visitation at both pools;
- Provision of the VicSwim program at both Tallangatta and Corryong pools in January school holidays;
- Installation of the aquatic wheelchair hoist at Corryong pool for improved accessibility and equality for pool patrons;
- Installation of new barbeque area at Tallangatta pool;
- Completion of internal safety audits, Life Saving Victoria Pool Safety Assessment, and signage audits at both pools; and
- Provision of Hazardous Substances and Dangerous Goods Training for relevant Council staff involved in pool management.

Recommendation:

That:

1. The low visitation to the pools in the last two weeks of November be noted, and the public opening of both Corryong and Tallangatta swimming pools be delayed until the first weekend in December 2024 (opening two weeks later than in season 2023/24), representing a saving of approximately \$8,232;
2. Community user groups be granted access to both the Corryong and Tallangatta swimming pools outside public opening times from two weeks prior to public opening of the pools;
3. The opening hours (11am–7pm) of both pools in January be extended to accommodate higher visitation levels, and usual warmer temperatures, at an additional cost of approximately \$16,000 in salaries, potentially offset by higher income from increased visitation and sales; and
4. The recommendations made to address all compliance and Occupational Health and Safety issues at both pools be implemented prior to commencement of season 2024/25.

Attachment:

1. Pools report 2023_24 [**10.1.1** - 6 pages]

Background/History:

Council currently operates seasonal pools in Tallangatta and Corryong that open annually between November and March. Public swimming is available seven days a week at both pools. The 2023/24 season involved the transition to partial management of the swimming pools by external contractor, Belgravia Leisure. Belgravia was primarily responsible for operating the pools during public opening hours, with a major function being the employment of the lifeguard staff. Council retained responsibility for the operation of the pools outside public opening hours, including management of water and pool grounds, and liaison with all user groups such as schools, swimming clubs, morning swimming groups and health services.

During the 2023/24 pool season, there were no closures required due to unsuitable weather. On one occasion the Tallangatta pool closed two hours early due to issues with water quality, however, this was rectified overnight to enable regular opening the following day.

Council also provides some financial support to the Eskdale pool to enable continued operation by the local community.

Relevant Law (s.9(2)(a)):

This report addresses the Local Government Act 2020, Part 5 Service Performance Principles. The proposed recommendations considers the value for money of the pool operations to ensure pool service provision can continue equitably and affordably.

Options – Best Outcomes for the Community (s.9(2)(b)):

Continuing to invest Council resources into operating pools in Tallangatta and Corryong, and contributions for the Eskdale pool represents the best outcome for the community.

Reducing the number of days that the pools at both Corryong and Tallangatta are open for public swimming would result in cost savings for Council but reduce swimming pool services for the community. The least impact on the community would be achieved through delaying the commencement of the pool season as attendance is historically lower in the early weeks of public opening of the pools.

Other options that could be considered to avoid a reduction in pool service provision for the community include:

1. Retain the mid-November commencement of public opening hours at both swimming pools in season 2024/25.
2. Continue the extended opening hours in season 2024/25 over the peak period, as was trialled in season 2023/24.

Sustainability Implications (s.9(2)(c)):*Economic*

The operating costs of the swimming pools in 2023/24 represent an increase compared to the previous season. However, the engagement of Belgravia Leisure in pool operations has resulted in savings not captured in financial terms. This relates primarily to the significant savings of Council resources in the areas of recruitment, employment and supervision of pool lifeguard staff, and organising programs such as VicSwim.

Social

The swimming pools are vital facilities for social cohesion. Local schools, sports clubs, early morning swim groups, local health services, community events and sporting occasions use the pools. The facilities encourage healthy lifestyles through exercise,

which is appealing and accessible to young and old alike, of varied abilities. The pools also provide a valuable space for children to learn to swim – a skill vital in a shire abundant with rivers and lakes.

Environmental

The swimming pools provide a safe, calm and cool environment for the community to use. The hot months can present a major health hazard and the pools play a major role in allowing the public to stay cool and safe, in the company of people with medical and first aid training. With increasingly extreme weather patterns, the pools are increasingly becoming a resource in emergencies (as evidenced during the black summer bushfires), as well as a place for recreation, reflection and healthy exercise.

Community Engagement (s.9(2)(d)):

Extensive public engagement was conducted during 2021/22 as part of the Recreation Strategy for Towong Shire 2022-31, in addition to a Swimming Pool Review in 2018. Some pool user groups, including schools, early morning swim clubs and lifeguards, have also been engaged in the preparation of this report.

Innovation and Continuous Improvement (s.9(2)(e)):

The proposals outlined in this report identify several improvements that will improve the facilities and advance the visitor experience for inclusion and equity in our community.

Collaboration (s.9(2)(f)):

Council collaborates with and supports the early morning 'Icebreaker' groups which utilise the Towong Shire swimming pools. It also works closely with the swim clubs, local schools and health services to ensure all have access to the facilities practically and affordably.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

The swimming pools are operated in accordance with the requirements of the Safer Public Pools Code of Practice (SPPCoP) which sets out the various legislation, standards and guidelines governing their safe management, including the:

- *Occupational Health and Safety Act 2004,*
- *Occupational Health and Safety Regulations 2017,*
- *Public Health and Wellbeing Regulations 2009,*
- *Dangerous Goods Act 1985,*
- *Equipment (Public Safety) Act 1994,*
- *Consumer Affairs Legislation Amendment Act 2014,*
- *Emergency Management Act 2013,*
- *Disability Discrimination Act 1992,*
- *Victoria's Equal Opportunity Act 2010.*

Council Plans and Policies:

This report supports the following Council Plan 2021-2025 priorities.

2. Community Wellbeing - Encourage and support all people in our Shire to be healthy, happy, connected and resilient.
- 2.4 Support the development of recreational activities and infrastructure to encourage active lifestyles for all ages and stages

This report aligns with the objectives of the:

- *Towong Shire Council Council Plan 2021-2025*
- *Municipal Health and Wellbeing Strategy*
- *Recreation Strategy for Towong Shire 2022-2031.*

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

A reduction in swimming pool opening hours will attract negative feedback from community members who will see this as a loss of service provision. This risk could be managed through community engagement and provision of information to promote understanding of the relatively low use and associated high costs of opening the pools during November.

Officer's View:

The Towong Shire swimming pools are vital recreational assets, providing a safe and inclusive space for community members while promoting physical well-being and

social cohesion. To best meet the needs of the community with the least impact on service provision, and to maximise visitation, the recommendations are that the commencement of public opening hours be delayed by only two weeks until the first weekend of December, and that public opening hours be extended in January.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT:

- 1. THE LOW VISITATION TO THE POOLS IN THE LAST TWO WEEKS OF NOVEMBER BE NOTED, AND THE PUBLIC OPENING OF BOTH CORYONG AND TALLANGATTA SWIMMING POOLS BE DELAYED UNTIL THE FIRST WEEKEND IN DECEMBER 2024 (OPENING TWO WEEKS LATER THAN IN SEASON 2023/24), REPRESENTING A SAVING OF APPROXIMATELY \$8,232;**
- 2. COMMUNITY USER GROUPS BE GRANTED ACCESS TO BOTH THE CORYONG AND TALLANGATTA SWIMMING POOLS OUTSIDE PUBLIC OPENING TIMES FROM TWO WEEKS PRIOR TO PUBLIC OPENING OF THE POOLS; AND**
- 3. THE RECOMMENDATIONS MADE TO ADDRESS ALL COMPLIANCE AND OCCUPATIONAL HEALTH AND SAFETY ISSUES AT BOTH POOLS BE IMPLEMENTED PRIOR TO COMMENCEMENT OF SEASON 2024/25.**

CARRIED

10.2 Emergency Management Report - (DCP-02/02/0009)

Disclosure of Interests (S.130):

This report was prepared by Ms Jenny McCoy, Relief and Recovery Development Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

To provide an update on the activities of the Emergency Management team.

Summary:

The attached report provides an overview of the current key activities within the Emergency Management functions of Council.

Recommendation:

That the report be noted.

Attachment:

1. Emergency Management June 2024 Report [10.2.1 - 4 pages]

Background/History:

The emergency management report provides an update on the Emergency Management activities conducted by Council. Council's roles in municipal emergency management include:

- Working with Emergency service agencies to provide support to the community to prepare for emergencies.
- Contributing to fire prevention planning and preparation activities.
- Contributing to Municipal Emergency Management Planning as a member of the Municipal Emergency Management Planning Committee (MEMPC).
- Providing support to relief and response arrangements during an emergency; and
- Providing leadership and support during recovery from an emergency. Council has an emergency management team further supported by other teams within the organisation when emergency response, relief and recovery activities are required. We provide secretariat support to the MEMPC and is currently the

Committee Chair.

Relevant Law (s.9(2)(a)):

Country Fire Authority Act 1958.

Emergency Management Act 2013

Emergency Management Legislation Amendment Act 2018.

Options – Best Outcomes for the Community (s.9(2)(b)):

Emergency management activities aid communities in responding to and recovering from emergencies to support their economic and social well-being.

Sustainability Implications (s.9(2)(c)):

Emergency management planning provides for the ongoing resilience of the community in mitigation, preparedness, response and recovery from emergencies.

Community Engagement (s.9(2)(d)):

The current areas of focus of community engagement in Emergency Management of the last period has been through:

- flood and bushfire recovery work
- supporting communities with the development of community owned Community Emergency Management Plans (CEMP)
- Working with Community Hall committees on the implementation of the Resilient Building Project

Innovation and Continuous Improvement (s.9(2)(e)):

As part of the North East Hume Emergency Management Collaboration (NEHEMC), Towong, Indigo, and Alpine Shire Councils work together to enhance their collective ability to respond to emergencies by efficiently sharing limited resources.

Internally, we continue to develop our emergency response capabilities through ongoing emergency management awareness and training initiatives.

In pursuit of improved response capabilities under the legislated relief obligations during emergencies, we are currently producing two custom trailers. These trailers are designed for primary use in supplying resources to relief centres and for secondary use in community engagement. Strategically positioned in specific areas around the shire based on the current risk profile of relevant hazards, these trailers will enable Council staff to open a designated Emergency Relief Centre promptly. Packed with all

the necessary equipment and supplies for the initial setup, the trailers enhance functionality during emergencies and serve as adaptable engagement tools for community events attended by staff. This dual purpose will raise awareness of the Council's ongoing role in supporting the community in preparing for, responding to, and recovering from emergencies. These trailers are current in manufacturing.

In a proactive effort to support the resilience of more isolated communities within the Shire, we are delivering a project to enhance additional infrastructure in identified community buildings. The objective is to make these structures more resilient, allowing communities to utilise them after a significant emergency when it is safe to return to their community

Collaboration (s.9(2)(f)):

Emergency management requires constant collaboration with other agencies and officers who work directly with the members of the MEMPC, The Hume Regional Emergency Management Team (REMT), and the North East Hume Emergency Management Collaboration on joint initiatives and has ongoing communications with cross-border municipalities. There is also an ongoing collaboration with Emergency Management Victoria, the Municipal Association of Victoria, Community Recovery Committees, and other community organisations.

Towong Shire have been working collaboratively with Red Cross to deliver Community Emergency Management Plans to communities in Tallangatta Valley, Eskdale, Mitta Mitta and Dartmouth areas.

Registrations received determined each communities desire to take part in the Risk and Asset mapping workshops with initial workshops beginning early March. Attendances at most workshops varied between 6 – 15 participants at various locations with a good mix of community members and community agency representatives such as CFA captains and SES members in attendance. During the workshops, participants worked together to identify and map local risks and hazards as well as assets that could be useful in an emergency. This information is recorded on large A0 sized topographic maps.

The information pulled together at these meetings using local skills and knowledge resulted in the first draft versions of the maps being produced and presented back to the communities for final consideration in Early April. This draft map has then been shared and checked by the broader community, and any relevant emergency services personnel (council emergency management officers, CFA, SES, DEECA etc).

The final version of the maps are being prepared for printing with most communities requesting an A4 size tear off leaflet and A2 poster size maps to be placed on notice

boards in high traffic areas. DELWP have requested A2 size maps for placement at campgrounds within the relevant areas.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Emergency Management activities are undertaken in accordance with:

- Towong Municipal Emergency Management Plan (MEMP).
- Hume Regional Emergency Management Plan (REMP).
- State Emergency Management Plan (SEMP); and
- Relevant sub plans and complementary plans associated with each of these three management plans.

Council Plans and Policies:

Council Plans:

This report supports the following Council Plan 2021-2025 priorities.

2. Community Wellbeing - Encourage and support all people in our Shire to be healthy, happy, connected and resilient.
 - 2.14 Support our communities to drive their recovery from bushfires and the COVID-19 pandemic and improve their mitigation of and resilience to future adverse events
4. Land Use - Ensure that Council's planning, building and environmental health services support all aspects of liveability and sustainable population growth.
 - 4.1 Support the rebuild process for fire impacted properties

Council Policies:

Risk Management Policy.

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The weather forecast in the North East has shifted with the change of season to damper conditions reducing the bushfire risk. At the time of writing of this report forecasts are not yet conclusive but the possibility of moving into another La Nina exists, bringing the potential of increased flood risk closer to spring.

Officer's View:

The Emergency Management team is continuing to make progress on implementing the priorities in the Council Plan 2021-2025

Council Resolution:

**CR ANDERSON
CR SCALES**

THAT THE REPORT BE NOTED.

CARRIED

10.3 Community Sport Fair Access Policy (DCP)

Disclosure of Interests (S.130):

This report was prepared by Ms Miranda Mouat, Co-ordinator Recreation and Community Development

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is for Council to consider and adopt the *Community Sport Fair Access Policy*.

Summary:

From 1 July 2024, all Victorian Local Governments will be required to have a Fair Access Policy and Action Plan (or equivalent) in place and be able to demonstrate progress against that policy and action plan, to be eligible for Victorian State Government funding programs relating to community sports Infrastructure.

Following the April 2024 Council meeting, Council's draft *Community Sport Fair Access Policy* and *Action Plan* was placed on public exhibition on Council's website for a period of four weeks concluding on 7 June 2024, with no community submissions being received.

The associated *Action Plan* supports Council's *Community Sport Fair Access Policy* and will be utilised by Council staff to guide the implementation of the Policy. The *Action Plan* will be evaluated and updated periodically.

Recommendation:

That:

1. the *Community Sport Fair Access Policy* 2024 as presented be adopted; and
2. the Action Plan be endorsed and noted as the tool by which the policy will be implemented.

Attachment:

1. TSC Community Sport Fair Access Policy June 2024 [10.3.1 - 8 pages]

2. TSC Fair Access Policy Action Plan June 2024 [10.3.2 - 3 pages]

Background/History:

In August 2022, the Victorian Government announced a new Fair Access Policy Roadmap, which supports gender equitable access and use of community sports infrastructure across the state. The Fair Access Policy Roadmap requires all Victorian councils from 1 July 2024 to have gender equitable access and use policies in place to be considered eligible to receive infrastructure funding.

The scope of the *Community Sport Fair Access Policy* is to support positive action towards achieving gender equity in the access and usage of community sports infrastructure.

The Policy applies specifically to community sports infrastructure where Council is the land manager and/or operator of the facility, of which there are eight identified facilities. These facilities are:

- Walwa Recreation Reserve
- Dartmouth Oval
- Tallangatta Swimming Pool
- Tallangatta Bowling Club
- Tallangatta Tennis Courts and Clubrooms
- Corryong Swimming Pool
- Corryong Skate Park
- Cudgewa Tennis Courts

However, the multitude of sporting and recreation facilities in Towong Shire that are not directly managed or operated by Council will also benefit from implementation of the Policy and Action Plan. Furthermore, the relevant committees and sporting groups will be supported and encouraged to adopt the principles of the policy or develop their own.

Relevant Law (s.9(2)(a)):

Gender Equality Act 2020 (Vic)

Local Government Act 2020 (Vic)

Equal Opportunity Act 2010 (Vic)

Options – Best Outcomes for the Community (s.9(2)(b)):

This Policy provides an opportunity to improve access and equity for women and girls in community sport and recreation in Towong Shire. The Policy and Action Plan will

support women and girls to fully participate in community sport and recreation, with fair opportunity and access to their local facilities.

Sustainability Implications (s.9(2)(c)):

Social

This report provides an opportunity to increase social outcomes due to improved access to community sport for women and girls.

Community Engagement (s.9(2)(d)):

The draft *Community Sport Fair Access Policy and Action Plan* was available for public exhibition on Council's website for a period of four weeks, which concluded on 7 June 2024. Council did not receive any community submissions in response to the public exhibition of the Policy. Following Council adoption of the policy, ongoing targeted engagement with the sporting and recreation groups that utilise the community sporting infrastructure identified in the Policy will be conducted.

Innovation and Continuous Improvement (s.9(2)(e)):

The implementation of the Policy and Action Plan will provide opportunities for Council to ensure community sport is accessible and inclusive for all people. This will include the design of future community sporting infrastructure developments, to be undertaken with an innovative approach to delivering female friendly and gender accessible built environments.

Collaboration (s.9(2)(f)):

The Policy has been developed through continuous engagement with the *Office for Women in Sport and Recreation* (OWSR), and participation in the Fair Access Roadshow, Hume Region forums, and most recently the statewide Fair Access Sports Collaboration Forum. This has occurred throughout the consultative phase of the Fair Access Policy Roadmap, and in the policy development process. Collaboration with other councils has also informed the development of the Policy.

Financial Viability/Budget Impact (s.9(2)(g)):

Not applicable.

Regional, State and National Plans and Policies (s.9(2)(h)):

In December 2015, the Victorian Government released a report from the independent Inquiry into Women and Girls in Sport and Active Recreation, which highlighted gender inequality in Victorian sports and recreation and led to the Change Our Game initiative. The Fair Access Policy Roadmap aims to develop a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls. The Roadmap is being delivered through the *Office for Women in Sport and Recreation*, in partnership with *Sport and Recreation Victoria* and *VicHealth*, and aligns with Victoria's *Gender Equality Act 2020*.

Council Plans and Policies:

Council Plans:

This report supports the following Council Plan 2021-2025 priorities.

2. Community Wellbeing - Encourage and support all people in our Shire to be healthy, happy, connected and resilient.

2.4 Support the development of recreational activities and infrastructure to encourage active lifestyles for all ages and stages.

In addition to the Council Plan, the following are relevant to this policy:

Health and Wellbeing Plan 2021-2025

Gender Equality Action Plan 2022-2025

Recreation Strategy for Towong Shire 2022-2033

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Failure to comply with the Victorian Government's direction regarding the adoption of a Fair Access Policy and Action Plan would result in Council being ineligible to receive state funding for community sport infrastructure. This is unlikely to occur due to Council ensuring that documentation meets Victorian Government requirements within set time frame.

Officer's View:

It is the officer's view that the *Community Sport Fair Access Policy 2024* and the associated Action Plan will support positive outcomes in the participation of women and girls in sport and recreation activities.

Council Resolution:

CR SCALES

CR ANDERSON

THAT:

- 1. THE COMMUNITY SPORT FAIR ACCESS POLICY 2024 AS PRESENTED BE ADOPTED; AND**
- 2. THE ACTION PLAN BE ENDORSED AND NOTED AS THE TOOL BY WHICH THE POLICY WILL BE IMPLEMENTED.**

CARRIED

10.4 Our Towns Towards 2030 - Final Place Plans (DCP)

Disclosure of Interests (S.130):

This report was prepared by Ms Amanda Pagan, Director Community and Planning.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present the Place Plans for Bellbridge, Bethanga, Corryong, Mitta Mitta and Tallangatta for Council's consideration and adoption.

Summary:

Regional towns in Australia, including Bellbridge, Bethanga, Corryong, Mitta Mitta, and Tallangatta, experienced significant growth in recent years, increasing pressure on services, housing, jobs, and infrastructure. The COVID-19 pandemic and 2019-20 bushfires exacerbated these challenges. In 2022, ClarkeHopkinsClarke were engaged to co-deliver the Our Towns Towards 2030 project, which aimed to develop place plans to strengthen the resilience and sustainability of these towns by prioritising community needs and opportunities.

The project involved creating town-specific Place Plans through a placemaking and co-design process, setting a vision and identifying priorities for the future. The first engagement, 'Let's Chat,' gathered community views on each town's unique qualities and challenges. Feedback from this engagement helped shape the Draft Place Plans, which were the focus of the second engagement, 'Planning Ahead,' seeking further community input.

The Final Place Plans have been prepared following these engagements, detailing initiatives for the future in each of the five towns. The plans serve as a roadmap for collaborative efforts between the community and government over the next decade. It is recommended that they are adopted by Council and made available on our website.

Recommendation:

That the Place Plans for Bellbridge, Bethanga, Corryong, Mitta Mitta and Tallangatta as presented be adopted.

Attachment:

1. Towong Placemaking Project Place Plan- FINAL 31.05.2024 Corryong LR [**10.4.1** - 74 pages]
2. Towong Placemaking Project Place Plan- FINAL 31.05.2024 Mitta Mitta LR [**10.4.2** - 64 pages]
3. Towong Placemaking Project Place Plan- FINAL 31.05.2024 Bellbridge LR [**10.4.3** - 60 pages]
4. Towong Placemaking Project Place Plan- FINAL 31.05.2024 Bethanga LR [**10.4.4** - 66 pages]
5. Towong Placemaking Project Place Plan- FINAL 31.05.2024 Tallangatta LR [**10.4.5** - 90 pages]

Background/History:

Regional towns in Australia had experienced significant growth in recent years, increasing pressure on services, housing, jobs, and infrastructure. The five towns—Bellbridge, Bethanga, Corryong, Mitta Mitta, and Tallangatta—faced unique challenges, as well as opportunities, further exacerbated by the COVID-19 pandemic and the bushfires of 2019-20. Each town had a strategic role in Towong Shire and the regional networks surrounding them.

In 2022, Council engaged ClarkeHopkinsClarke to co-deliver the Our Towns Towards 2030 project. The project aimed to deliver five place plans for the towns of Bellbridge, Bethanga, Corryong, Mitta Mitta and Tallangatta. The plans were to look at ways to strengthen the long-term resilience and sustainability of these five towns by identifying and prioritising the future needs and opportunities of the community. Our Town Towards 2030 aimed to deliver town-specific 'Place Plans' through a placemaking and co-design process for the five towns throughout Towong Shire: Bellbridge, Bethanga, Mitta Mitta, Corryong and Tallangatta. These Place Plans were intended to set the vision and identify priorities for each town into the future.

The development of these Place Plans was a chance for us to re-imagine the way our towns worked. It allowed us to bring together the big ideas that drive growth while identifying the services, infrastructure, and public spaces required to support the community.

The Final Place Plans form a 'roadmap' for future projects, initiatives, and strategies that the community and governments can work collectively to achieve over the next 10 or so years. Many of the initiatives have physical and spatial realisations—such as an upgraded cycling track or tourism walks—however, some might also relate to other organisational or community projects, or they might point to specific things needing further advocacy or exploration. The Final Place Plans will be made available

on the Towong Shire Council at the completion of the project.

Relevant Law (s.9(2)(a)):

The *Local Government Act 2020*

Options – Best Outcomes for the Community (s.9(2)(b)):

The final Place Plans outline the best future outcomes for the community based on a comprehensive co-design process.

Sustainability Implications (s.9(2)(c)):

Our Towns Towards 2030 project was designed to consider all aspects of sustainability. This included fostering better social, economic and environmental outcomes within communities by creating welcoming, inclusive, and functional towns. The final place plans have focussed specifically on:

- Strengthening community cohesion by creating public spaces that encourage social interaction and cultural exchange, fostering a sense of belonging and community cohesion.
- Promoting health and wellbeing by ensuring public spaces are accessible and attractive to encourage physical activity and provide opportunities for relaxation and stress reduction, enhancing both physical and mental health.
- Enhancing Safety and Accessibility: Thoughtful design improves safety and makes public spaces more inclusive, benefiting all community members and promoting social equity.
- Boosting the local economy by designing vibrant public spaces for visitors and businesses, stimulating the local economy and creating job opportunities through increased foot traffic and tourism.
- Providing environmental benefits by green infrastructure, such as parks and community gardens, enhances biodiversity, improves air quality, and contributes to climate resilience. The plans also considered the inherent environmental risks of each town, particularly in relation to bushfires.

By enhancing social interactions, promoting well-being, improving safety and accessibility, boosting the economy, providing environmental benefits and encouraging civic engagement, placemaking projects significantly strengthen the social fabric of communities, leading to more vibrant, resilient, and connected societies.

Community Engagement (s.9(2)(d)):

The engagement process to develop the place plans was extensive and split into three key stages.

During the first engagement, 'Let's Chat,' we heard a broad cross-section of views about what was unique and valued about each town, the future opportunities, and some of the challenges. We expressed gratitude to all those who participated in the wide variety of online surveys, community events, focus groups, one-to-one conversations, and visited public displays held with community members, groups, and government agencies across March and April 2023.

Community feedback from Engagement 1 (Let's Chat) helped to identify some big ideas and future proposals for each town's Draft Place Plan. These were to be the focus for the second engagement, called 'Planning Ahead.' This second engagement asked for community feedback on these themes and proposals and determined 'Did we get it right?'

After the Draft Place Plans were presented and Engagement 2 (Planning Ahead) workshops collectively co-designed and prioritised the big ideas and proposals. The outcomes of this process led to Engagement 3 'Delivering the Vision'. The final place plans were developed as the last stage of the project.

In total, 4152 (Bellbridge (686), Bethanga (554), Corryong (1156), Mitta (867), Tallangatta (345)) separate engagements were recorded across the engagement stages.

Innovation and Continuous Improvement (s.9(2)(e)):

The continuous improvement approach of the Our Towns Project relied on ongoing dialogue with the community. The project placed a high value on regular, meaningful engagement with residents, businesses, and stakeholders, as exemplified by the multi-stage engagement process. This approach ensured that our strategies remained responsive and relevant.

Key aspects included:

- **Feedback Mechanisms:** Establishing easy-to-access channels for community members to provide feedback and suggestions. This included online platforms, regular surveys, and town hall meetings.
- **Adaptive Planning:** Using feedback to refine and adapt place plans. This iterative process allowed us to respond promptly to new challenges and opportunities.

- Inclusive Participation: Ensuring that all voices were heard, particularly those of marginalised and underrepresented groups, to foster a sense of ownership and inclusivity in the planning process.

Collaboration (s.9(2)(f)):

Engagement with statutory and stakeholder authorities was also undertaken throughout the project. In March 2024, a dedicated workshop with agencies was held to present the final place plans. The following agencies have been critical in collaboratively developing the plans:

- Department of Transport and Planning
- Department of Environment, Energy and Climate Action
- Goulburn Murray Water
- North East Catchment Management Authority
- North East Water
- Country Fire Authority
- Department of Agriculture
- Parks Victoria
- VICPOL
- State Emergency Services
- Ambulance Victoria

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025* priorities.

2. Community Wellbeing - Encourage and support all people in our Shire to be healthy, happy, connected and resilient.
 - 2.1 Undertake place-based master planning for the Peninsula including the investigation of options for early years and community facilities

- 2.2 Undertake place-based master planning for the Mitta Valley, Corryong and Tallangatta
- 2.4 Support the development of recreational activities and infrastructure to encourage active lifestyles for all ages and stages
- 2.14 Support our communities to drive their recovery from bushfires and the COVID-19 pandemic and improve their mitigation of and resilience to future adverse events

Council Policies:
Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Adopting the Place Plans through the Council carries the inherent risk of creating unrealistic expectations within the community regarding the Council's financial capacity to fund the proposed projects. While the Council may be able to allocate some modest investments through the annual budget process, most of the ambitious ideas and projects outlined in the plans will necessitate securing large-scale grant funding. This reliance on external financial support illustrates the importance of clear communication with the community to manage expectations and emphasise the collaborative effort required to bring these projects to fruition. Without such clarity, there may be a misconception that the Council alone can bear the financial burden, potentially leading to disappointment and a loss of trust if projects are delayed or unachievable without the necessary grant funding.

Officer's View:

The Our Towns – Towards 2030 project has engaged a wide range of stakeholders, resulting in high-quality plans for the future of the five towns: Bellbridge, Bethanga, Corryong, Mitta Mitta and Tallangatta. These plans will assist Council in pursuing funding for the 'big ideas' presented in each plan, ensuring that they reflect the community's priorities and sentiments.

Council Resolution:

**CR ANDERSON
CR SCALES**

**THAT THE PLACE PLANS FOR BELLBRIDGE, BETHANGA, CORRYONG, MITTA
MITTA AND TALLANGATTA AS PRESENTED BE ADOPTED.**

CARRIED

Confirmed

11 Asset Management

11.1 Discontinuance of Section of Road PC364095S, 1835 Thowgla Road, Thowgla Valley (PN159250-DIE)

Disclosure of Interests (S.130):

This report was prepared by Mr Matthew Fleet, Senior Asset Engineer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to seek Council's approval to commence the statutory process to close a road reserve to public access.

Summary:

Following the bushfires in 2020 the landowner at 1835 Thowgla Road, Thowgla Valley (Property Number 159250) has been negotiating with the Department Environment, Energy and Climate Action (DEECA) regarding an existing shed at the property that is built partially on a section of road reserve adjacent to the property. To resolve this matter DEECA requires Council to declare the road reserve closed to public access so the land holder can enter into a license agreement with DEECA.

Recommendation:

That:

1. public notice of Council's intention to close the road reserve located between property number 159250 and the adjacent crown land allotment be given, in accordance with Section 206, Schedule 10, Clause 3 and Sections 207A(a) and 223 of the Local Government Act 1989;
2. The Chief Executive Officer be authorised to make this report available for public inspection and invite public submissions, with submissions closing at 5:00 pm on 31 July 2024; and
3. At the Council Meeting scheduled for 27 August 2024:
 - a. Any submission in relation to the proposed closure of section of road PC364095S be considered;
 - b. Any person who has requested to appear in person (or their representative) in support of their submission be heard; and
 - c. The adoption of the proposed closure of road PC364095S be considered.

Attachment:

Nil

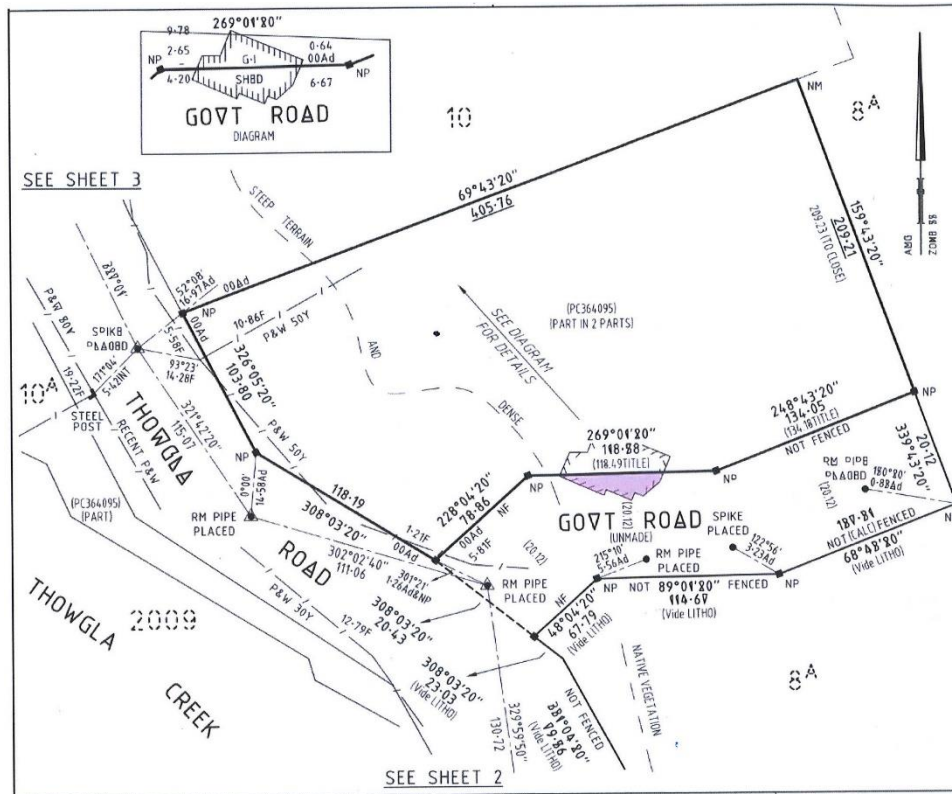
Background/History:

The landowner has expressed their concern about a long-term encroachment of their existing shed onto the Government Road Reserve adjacent to their property at 1835 Thowgla Road, Thowgla Valley.

The applicant has written to DEECA to raise their concerns and in response DEECA has provided reassurance to work with the applicant to reach a positive outcome to legalise this encroachment.

DEECA have determined that the most suitable and immediate pathway is closure of the Government Road Reserve so that a 10-year general license can be issued in the applicant's name.

For this to proceed the applicant requires Towong Shire Council's approval for the road reserve to be closed for public access. There is no physical road on the road reserve and the reserve leads into crown land.



Subject location as highlighted.

Relevant Law (s.9(2)(a)):

Power of Councils over roads

Section 206 of the Local Government Act 1989

- (1) The powers of a Council in relation to roads in its municipal district include the powers set out in Schedule 10
- (2) Except as provided in section 207B (1), the exercise of a power under clause 2, 3 or 8(1)(a) of Schedule 10 does not in itself vest the land in a Council.

Power to discontinue roads

Schedule 10, Clause 3 of the Local Government Act 1989

A Council may, in addition to any power given to it by sections 43 and 44 of the Planning and Environment Act 1987 —

- a) discontinue a road, or part of a road, by a notice published in the Government Gazette; and
- b) sell the land from that road (if it is not Crown land), transfer the land to the

Crown or itself or retain the land.

Submissions under section 223

Section 207A of the Local Government Act 1989

A person may make a submission under section 223 on the proposed exercise of any power under—

(a) clauses 1(b), 2, 3, 7 and 8(1)(a) of Schedule 10;

Right to make submission

Section 223 of the Local Government Act 1989

1. *The following provisions apply if a person is given a right to make a submission to the Council under this section (whether under this or any other Act)—*
 - (a) *the Council must publish a public notice—*
 - i. *specifying the matter in respect of which the right to make a submission applies;*
 - ii. *containing the prescribed details in respect of that matter;*
 - iii. *specifying the date by which submissions are to be submitted, being a date which is not less than 28 days after the date on which the public notice is published;*
 - iv. *stating that a person making a submission is entitled to request in the submission that the person wishes to appear in person, or to be represented by a person specified in the submission, at a meeting to be heard in support of the submission;*
 - (b) *if a request has been made under paragraph (a)(iv), the Council must -*
 - i. *provide the person with the opportunity to be heard in support of the submission in accordance with the request at a meeting of the Council or of a committee determined by the Council;*
 - ii. *fix the day, time and place of the meeting;*
 - iii. *give reasonable notice of the day, time and place of the meeting to each person who made a request;*
 - (c) *if the committee determined under paragraph (b)(i) is not responsible for making the decision in respect of which the submissions have been made, the committee must provide a report on its proceedings, including a summary of hearings, to the Council or the special committee which is responsible for making the decision;*

- (d) *the Council or special committee responsible for making the decision must—*
 - i. *consider all the submissions made under this section and any report made under paragraph (c);*
 - ii. *notify in writing each person who has made a separate submission, and in the case of a submission made on behalf of a number of persons, one of those persons, of the decision and the reasons for that decision.*
2. *If a proposal by the Council involves the exercise of powers at the same time under more than one section giving a right to make a submission and written submissions are received under more than 1 of those sections the submission procedure may be carried out in respect of all the written submissions at the same time.*
3. *Despite section 98, a Council may authorise the appropriate members of Council staff to carry out administrative procedures necessary to enable the Council to carry out its functions under this section.*
4. *A member of a committee specified in subsection (1)(b)(i) is subject to section 79 as if that member were a member of a special committee.*

Options – Best Outcomes for the Community (s.9(2)(b)):

Option 1 – Proceed with the closure of the Road Reserve so that a 10-year general license can be established in the applicant's name.

Option 2 – Reject this closure of road reserve application.

Sustainability Implications (s.9(2)(c)):

No economic, social or environmental sustainability factors for the municipal district is required to be promoted regarding the contents of this report.

Community Engagement (s.9(2)(d)):

A public notice will be published on Council's website and in local newspapers, with submissions to be received in accordance with Section 223 of the *Local Government Act 1989* and otherwise in compliance with Council's community engagement policy.

Any submissions received will be presented to Council for consideration prior to Council giving consideration to the closure of the road reserve.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The applicant will be required to cover any costs incurred to facilitate the closure of the road reserve.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not applicable.

Officer's View:

It's the officer's view that it is appropriate to close the road reserve to the public to enable the landowner to enter into a legal agreement with DEECA.

Council Resolution:

CR ANDERSON

CR SCALES

THAT:

- 1. PUBLIC NOTICE OF COUNCIL'S INTENTION TO CLOSE THE ROAD RESERVE LOCATED BETWEEN PROPERTY NUMBER 159250 AND THE ADJACENT CROWN LAND ALLOTMENT BE GIVEN, IN ACCORDANCE WITH SECTION 206, SCHEDULE 10, CLAUSE 3 AND SECTIONS 207A(A) AND 223 OF THE LOCAL GOVERNMENT ACT 1989;**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO MAKE THIS REPORT AVAILABLE FOR PUBLIC INSPECTION AND INVITE PUBLIC SUBMISSIONS, WITH SUBMISSIONS CLOSING AT 5:00 PM ON 31 JULY 2024; AND**
- 3. AT THE COUNCIL MEETING SCHEDULED FOR 27 AUGUST 2024:**
 - a. ANY SUBMISSION IN RELATION TO THE PROPOSED CLOSURE OF SECTION OF ROAD PC364095S BE CONSIDERED;**
 - b. ANY PERSON WHO HAS REQUESTED TO APPEAR IN PERSON (OR THEIR REPRESENTATIVE) IN SUPPORT OF THEIR SUBMISSION BE HEARD; AND**
 - c. THE ADOPTION OF THE PROPOSED CLOSURE OF ROAD PC364095S BE CONSIDERED.**

CARRIED

11.2 Streetscape Plans - Cudgewa, Tintaldra and Towong (DIE-02/11/0051)

Disclosure of Interests (S.130):

This report was prepared by Mr Craig Heiner, Consultant Project Manager.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present the Streetscape Plans for Cudgewa, Tintaldra and Towong townships for Council's consideration and adoption.

Summary:

The current *Council Plan 2021-2025* commits to the preparation of Streetscape Plans for Cudgewa, Tintaldra and Towong. The purpose of the plans is to consolidate several initiatives currently underway in each community as part of the bushfire recovery process and engage the community in identifying new opportunities to enhance the liveability of their townships.

With the exception of works already underway at Cudgewa as part of the Avenue of Honour redevelopment, most projects embedded in the plans will be for consideration in the next Council Plan development process.

Recommendation:

That the Streetscape Plans for Cudgewa, Tintaldra and Towong as presented be adopted.

Attachment:

1. Cudgewa Streetscape Plan [11.2.1 - 25 pages]
2. Towong Streetscape Plan [11.2.2 - 18 pages]
3. Tintaldra Streetscape Plan [11.2.3 - 20 pages]

Background/History:

In late 2022 Council engaged local landscape architects Yonder to work with the communities of Cudgewa, Towong and Tintaldra for input into the Streetscape Plans.

For the Cudgewa community, the redevelopment of the Avenue of Honour project with the associated removal and replacement of several of the fire affected elm trees was the dominant element of the engagement.

In Tintaldra and Towong the conversations were more future-focused and included potential projects and the functionality of the local landscape.

Relevant Law (s.9(2)(a)):

Not applicable.

Options – Best Outcomes for the Community (s.9(2)(b)):

The Streetscape Plans as presented have been built with strong community input. One of the first engagement conversations highlighted that “It shouldn’t be just for the tourists – it should be for the locals”. This comment was an important guiding principle for the project to strike the balance between enhancing the local liveability and the visitation appeal.

The engagement also highlighted that the preferences of those present during the fires can contrast significantly with those who have made it their home since. To illustrate this point, one person’s row of beautiful new street trees can simply be more fuel for a bushfire to those who experienced the 2019-2020 fires. While the project was a positive vehicle for being able to discuss some of these strongly contrasting views, it is mentioned here so we don’t lose sight of both the lasting stress of the fires and the potential to create division within a community with well-intended initiatives.

All three communities contributed strongly to the discussion of how they can move in and around their community with better connectivity and the amenity of walking tracks and paths.

Sustainability Implications (s.9(2)(c)):

The proposed additional street trees in all three streetscape plans will support the journey towards the targeted 40% shade cover in urban areas as identified in the current Council Plan.

Community Engagement (s.9(2)(d)):

Extended community engagement was tailored to the needs and opportunities of each community; these included.

- Street walks with interested locals,

- Drop into the 'local' sessions with plans and pens to capture ideas,
- Targeted meetings with identified stakeholder groups,
- Social media opportunities for comments on draft plans,
- Follow-up meetings with individuals as requested.

The extended duration of the project and multiple methods used to reach out to potentially 'engagement fatigued' communities was considered a fit for the project. Interestingly, several late contacts were received from the Towong community which had not had a letterbox drop or a drop into the 'local' session. When asked, these community members noted that the nature of their community's demographic was more likely to respond to a letterbox flier.

Yonder, the landscape architects were particularly respectful of ensuring the plans were a product of the communities' preferences rather than presenting an architectural masterpiece.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

A large proportion of the Streetscape Plans in Cudgewa are funded and underway as part of a Black Summer Bushfire Recovery Grant. Ongoing investments in the integration of the High-Country Rail Trail, street furniture and interpretive/wayfinding signage is anticipated.

For Tintaldra and Towong, the projects will be considered as part of the next Council Plan and subject to the normal budgeting and grant seeking processes.

As all the identified projects are considered modest, it will be important that at least some of the works are mobilised as early as possible to evidence to the communities that their investment in the streetscape planning process has been worthwhile.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025 priorities*:

1. Asset Management - Maintain and improve our Shire's infrastructure to meet the levels of service established in consultation with our communities.

1.15.1 Investigate and plan for upgrades at Tintaldra

1.15.2 Investigate and plan for upgrades at Towong

1.15.3 Investigate and plan for upgrades at Cudgewa

5. Environmental Sustainability - Integrate sustainable environmental management practices into all of our activities.

5.9 Continue to implement the tree planting strategy to achieve 40% canopy coverage in urban streets by 2025

Council Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The level of engagement fatigue in these communities post the 2019-2020 bushfires and associated recovery processes was identified early as a potential challenge for the project. To manage this risk a deliberate 'slow burn' approach was taken for the engagement, using very informal sessions and multiple opportunities for residents to engage across time.

Officer's View:

Based on the extended community input to date, and the public opportunity to comment on the draft plans; it is recommended that Council adopt the Streetscape Plans for Cudgewa, Tintaldra and Towong as presented.

Council Resolution:

**CR ANDERSON
CR SCALES**

**THAT THE STREETScape PLANS FOR CUDGEWA, TINTALDRA AND TOWONG
AS PRESENTED BE ADOPTED.**

CARRIED

Confirmed

11.3 Lake Road Culvert Extension - Tender Evaluation - Contract No. 2023-24-048 (DIE)

Disclosure of Interests (S.130):

This report was prepared by Mr Robert Bon, Consultant Project Manager.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information to support the assessment of tender submissions for the Lake Road Bridge Remediation under contract number 2023/24-048 and National Disaster Recovery Funding Assistance (NDRFA) claim AGRN 1004 and AGRN 1007 and to seek Council approval to award a contract to the preferred tenderer.

Summary:

This report summarises the tender process followed for the procurement of a suitable contractor to undertake Lake Road Bridge Remediation based on replacing the collapsed original bridge span (1930's) damaged in the early 2022 floods.

This report also provides a summary of the tender assessment and recommendation for the most suitable contractor to undertake these works.

Recommendation:

That:

1. Contract No. 2023/24-048 for Lake Road Bridge Remediation be awarded to Excell Gray Bruni Pty Ltd for the lump sum of \$403,085 excluding GST;
2. The Chief Executive Officer be authorised to sign and seal Contract No. 2023/2024-048 in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties; and
3. The Chief Executive Officer be authorised to approve contract variations up to the total value of the allocated budget.

Attachment:

A comparative tender evaluation for Contract No. 2023/2024-048 has been provided to Councillors prior to the meeting.

Nil

Background/History:

The Lake Road bridge was damaged by flooding following severe storm events in late January and early February 2022. The original 1930's bridge collapsed during the storm, leaving the downstream 1956 culvert extension remaining after the flooding subsided. Damage included extensive erosion to the embankment and road formation, reducing Lake Road to a single lane over the culvert. Investigations and damage assessments were delayed to mid 2023 due to sustained wet weather and high-water levels in Lake Hume through to late 2022.

Lake Road traffic is currently restricted to a single 3.5m lane over the culvert, controlled by temporary traffic lights. Following consideration of remediation options, assessment of costs and discussions between Council and National Disaster Recovery Funding Assistance (NDRFA) agencies, the preferred remediation option is to replace the collapsed original bridge span with a structure extending upstream from the remaining 1956 culvert. The structure will need to also support an embankment to reinstate the 9m formation for a 7.2m wide dual lane road.

A Request for Tender was issued on 24 April 2024 in line with the *Procurement Policy* with advertising through www.tenders.net, in local newspapers and on Council's Facebook page. Tenders closed at 5pm on Thursday 30 May 2024.

Three tender submissions were received.

Relevant Law (s.9(2)(a)):

The *Local Government Act 2020*

Options – Best Outcomes for the Community (s.9(2)(b)):

In terms of achieving the best outcome for the municipal community, including future generations, two options are proposed for considerations:

Option 1 – Approve the tender as presented and award Contract No. 2023/2024-048 for the Lake Road Culvert Extension to Excell Gray Bruni Pty Ltd for the lump sum of \$403,085 excluding GST.

Option 2 – Retender the works.

Sustainability Implications (s.9(2)(c)):

Economic

The project will be part funded by NDRFA with a contribution from Council for the betterment component of the works. Betterment is considered by NDRFA as replacements over and above the construction standard of the original damaged structure.

Social

Safety improvement will be delivered for visitors and residents from reinstatement of Lake Road to dual lane over the Bethanga Creek crossing.

Environmental/Climate Change

Awarding the contract to a locally based contractor and locally sourced materials will minimise the transport time, distances travelled and limit carbon emissions.

Community Engagement (s.9(2)(d)):

Community members along Lake Road have been consulted through process of Council's response to flood event AGRN 1004 and AGRN 1007.

Innovation and Continuous Improvement (s.9(2)(e)):

Not Applicable.

Collaboration (s.9(2)(f)):

Not Applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Council's contribution for the betterment component of this work is included in the draft 2024/2025 capital works budget with the remaining funds to be sourced from NDFRA.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025 priorities*.

1. Asset Management - Maintain and improve our Shire's infrastructure to meet the levels of service established in consultation with our communities.

1.1 Deliver 100% of the annual capital works program and bushfire recovery projects

Council Policies:

Procurement Policy

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The significant risks for this project are weather delays and changes in levels of Lake Hume. There is some provision in the contract to manage the Lake Hume water levels at the construction site however should site conditions change adjustment to the works program may be required. Contingency costs have been allowed for in the budget of the project to manage this risk.

Another risk is the performance of the contractor to execute the works. To mitigate this risk Bon Consulting have been engaged under the NDFRA funding to undertake onsite project management on behalf of Council.

Officer's View:

Excell Gray Bruni are a local civil construction company based in Albury/Wodonga who have completed several successful projects for Council in the past 5 years including the Tallangatta Streetscape upgrade, Stock upgrade in Corryong which included the replacement of a major culvert on Briggs Gap Road. It is the officer's view they are qualified and experienced to undertake the works involved in this contract. It is recommended that Excell Gray Bruni Pty Ltd be awarded Contract No. 2023/2024-048.

Cr Scales moved a motion.

CR SCALES

CR ANDERSON

THAT WE HAVE A RECESS.

CARRIED

The meeting went into recess, the time being 11.27am.

The meeting resumed, the time being 11.31am.

Council Resolution:

CR ANDERSON

CR SCALES

THAT:

- 1. CONTRACT NO. 2023/24-048 FOR LAKE ROAD BRIDGE REMEDIATION BE AWARDED TO EXCELL GRAY BRUNI PTY LTD FOR THE LUMP SUM OF \$403,085 EXCLUDING GST;**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL CONTRACT NO. 2023/2024-048 IN ACCORDANCE WITH LOCAL LAW 1 – COMMON SEAL AND MISCELLANEOUS PENALTIES; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO APPROVE CONTRACT VARIATIONS UP TO THE TOTAL VALUE OF THE ALLOCATED BUDGET.**

CARRIED

12 Land Use Planning

12.1 Land Use Planning Report (DCP-03/02/0003)

Disclosure of Interests (S.130):

This report was prepared by Ms Margaret Fox, Contract Planner.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

This report summarises permit and development activity up to 31 May 2024. It also provides an update on the progress of the implementation of Greenlight – the online platform for streamlined planning and building permit approval management.

Recommendation:

That the report be noted.

Attachment:

1. Appendix - Land Use Planning Report 26 June 2024 [**12.1.1** - 5 pages]

Background/History:

This report provides an overview of the number, location and nature of customer enquiries resolved by the Planning department, as well as the number, nature and location of all planning permit applications received and issued for the financial year to date at 31 May 2024, and the percentage of applications decided within the statutory timeframe.

Relevant Law (s.9(2)(a)):

Planning and Environment Act 1987

Options – Best Outcomes for the Community (s.9(2)(b)):

Not Applicable.

Sustainability Implications (s.9(2)(c)):

Planning permit applications are considered within the context of the Towong Shire Planning scheme which give effect to the long-term sustainability of land in use across the Shire.

Community Engagement (s.9(2)(d)):

Not Applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Staff have been working towards improving the customer service experience for planning permit applicants through the Greenlight project (an on-line platform for building and planning permit approval management). The project will support customers to access all planning information on-line whilst a permit is being processed. The project is progressing, user training has been provided and user testing is underway. It is anticipated that the system will be available to go live in August 2024.

Collaboration (s.9(2)(f)):

Staff continue to work collaboratively with key stakeholders, including Indigo Shire Council, Alpine Shire Council and E-Vis (the Greenlight provider) to deliver the Greenlight project.

Financial Viability/Budget Impact (s.9(2)(g)):

All planning resources and expenses have been factored into the budget.

Regional, State and National Plans and Policies (s.9(2)(h)):

All land use planning decisions align with the *Victorian Planning Provisions*.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025* priorities.

4. Land Use - Ensure that Council's planning, building and environmental health

services support all aspects of liveability and sustainable population growth.

- 4.1 Support the rebuild process for fire impacted properties
- 4.11 Review statutory service processes to ensure an excellent customer experience

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not Applicable.

Officer's View:

It is the officer's view the improvements that have been implemented in the Planning Department continue to provide an improved customer experience.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT THE REPORT BE NOTED.

CARRIED

12.2 Structure Plans - Tallangatta, Bellbridge and Corryong (DCP)

Disclosure of Interests (S.130):

This report was prepared by Ms Amanda Pagan, Director Community and Planning.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

To seek approval to place the draft structure plans for Bellbridge, Corryong and Tallangatta on public exhibition for community feedback.

Summary:

The draft township structure plans for Bellbridge, Corryong, and Tallangatta are the result of extensive background research, preliminary community engagement, and government agency stakeholder workshops. These comprehensive plans delve into various facets, including reviewing past strategic planning policies, examining demographic shifts and trends, infrastructure considerations, and the broader economic landscape. They also draw insights from the outcomes of the Our Towns – Towards 2030 project.

The key aim of each structure plan is to develop a shared vision for the townships and to identify the type and scope of change projected within the towns over time to provide for sustainable and orderly growth cognisant to local and regional changes. The goal is to incorporate the structure plans into the Towong Planning Scheme to guide land use and development through the planning system to 2044.

In late April/May of 2024, the draft plans were placed on exhibition to seek and understand community views and values with a view that submissions will assist in informing final structure plan recommendations before “in-principle” adoption by Council. Following the exhibition period, adjustments to the structure plans have been made, as detailed in the *Community Engagement* section of this report. Final adoption by Council cannot be made until approval to amend a planning scheme has been granted by the Minister for Planning and a public gazettal process is completed.

Recommendation:

That:

1. The draft structure plans for Corryong, Tallangatta and Bellbridge as presented be adopted in-principle;
2. The Chief Executive Officer be authorised to write to the Minister for Planning to request authorisation to prepare a planning scheme amendment for the draft Tallangatta, Bellbridge and Corryong Structure Plans; and
3. The Chief Executive Officer be authorised to make any further changes to the amendment (and the draft Tallangatta, Bellbridge and Corryong Structure Plans) to comply with the Minister for Planning's authorisation conditions.

Attachment:

1. Bellbridge - Emerging Options final version [12.2.1 - 4 pages]
2. Bellbridge draft structure plan - Overall Extent [12.2.2 - 1 page]
3. Bellbridge draft structure plan - Township Extent [12.2.3 - 1 page]
4. Bellbridge submission responses [12.2.4 - 3 pages]
5. Corryong - Emerging Options final version [12.2.5 - 4 pages]
6. Corryong draft structure plan - Overall Extent June 2024 [12.2.6 - 1 page]
7. Corryong draft structure plan June 2024 - Township Extent [12.2.7 - 1 page]
8. Corryong submission responses [12.2.8 - 5 pages]
9. Tallangatta - Emerging Options final version [12.2.9 - 5 pages]
10. Tallangatta draft structure plan - Overall Extent June 2024 [12.2.10 - 1 page]
11. Tallangatta draft structure plan - Township June 2024 [12.2.11 - 1 page]

Background/History:

Structure plans define a council's preferred direction of future growth within towns (major settlements) and articulate how it will be managed. Each town is unique, and local governments are encouraged to work with their communities to determine how their towns should grow, considering regional population trends and economic growth.

Structure plans also guide the major changes to land use, built form and public spaces that together can achieve economic, social and environmental objectives for the centre. They form part of the local planning policy within a planning scheme.

Towong's Planning Scheme Structure Plans for Bellbridge, Corryong and Tallangatta have not been updated for some time. However, the growing demands for housing,

the imperative of climate adaptation, and other shifts in the macroeconomic landscape are exerting significant pressure on these towns. Consequently, there arises an urgent need to revisit and update the existing plans to effectively address the evolving needs and challenges facing these communities.

In partnership with Tomkinson, specialist strategic planning consultants, the Planning Team has developed draft structure plans for the townships of Bellbridge, Corryong and Tallangatta. These plans propose a range of short-, medium- and long-term changes to support the towns' development up to 2044. The draft township structure plans are the result of extensive background research, preliminary community engagement, and government agency stakeholder workshops. These comprehensive plans delve into various facets, including reviewing past strategic planning policies, examining demographic shifts and trends, infrastructure considerations, and the broader economic landscape. They also draw insights from the outcomes of the *Our Towns – Towards 2030* project.

The draft structure plans are geared towards outlining a forward-looking vision for each community, encompassing measures to safeguard their distinct character while fostering appropriate and sustainable expansion into the future, all while nurturing a robust local economy. In summary, the plans aim to:

1. Align with the regional and local dimensions of transportation, commerce, economic activity, social dynamics, environmental sustainability, demographics, and housing functions within the townships.
2. Define township boundaries that are sufficiently expansive to accommodate future growth while effectively managing impacts beyond the town center.
3. Identify distinct precincts, thematic elements, and a desired future character for each area, promoting appropriate growth and evolution over time.
4. Foster housing choice and diversity, informed by housing development data, housing capacity considerations, and State planning policy.
5. Identify zones for and areas of separation required where conflict relating to future or current land uses exist.
6. Highlight areas warranting further strategic examination, risk assessments and planning interventions.

The intention of placing the structure plans on public exhibition is to seek formal community feedback on the proposed drafts. Following the exhibition period, revised drafts have been produced and in-principle approval is sought from Council for these revised drafts. Final adoption by the Council cannot be made until the Minister for Planning grants approval to amend a planning scheme and a public gazettal process is completed.

Relevant Law (s.9(2)(a)):

Local Government Act 2020

Planning and Environment Act 1987

Options – Best Outcomes for the Community (s.9(2)(b)):

One of the overarching governance principles in section 9 of the Local Government Act 2020 is that priority is to be given to achieving the best outcomes for the municipal community, including future generations.

The proposed township structure plans seek to meet the needs of the existing population while maintaining the ability of future generations to meet their own needs through the fair and equitable use and development of land in and around these townships. These structure plans will guide future planning decisions to ensure the appropriate separation of land uses, ongoing supply of residential, commercial, and industrial land with respect to local environmental and risk factors.

Sustainability Implications (s.9(2)(c)):

Economic

The Structure Plans will support a broad range of economic activities through land use separation, appropriate zoning and setting aside areas for future growth and change.

Social

Each Structure Plan includes aspects for housing, social infrastructure, and transportation to build a healthy social fabric within each township into the future.

Environmental/Climate Change

The proposed township boundaries are derived in part from an understanding and investigation into the surrounding environmental risk factors such as bushfire, natural resource management (agricultural land), topography, waterway management and infrastructure provision. The proposed Structure Plans seek to balance the local environment with future growth of each township in a balanced and sustainable way.

Community Engagement (s.9(2)(d)):

Preliminary community engagement was undertaken during the Structure Planning Process after a draft plan for each township and the background issue and opportunity

reports. The engagement process consisted of in-person community engagement sessions at each township on the below dates:

1. Bellbridge 19/03/2024– 3:30pm – 7:30pm
2. Corryong 20/03/2024 –3:30pm – 7:30pm
3. Tallangatta 21/03/2024 –3:30pm – 7:30pm

In April and May 2024, the draft structure plans were placed on exhibition inviting feedback via written submissions, survey responses or attendance at an in-person engagement session at each township on the below dates:

4. Bellbridge 28/05/2024– 3pm – 7pm
5. Corryong 29/05/2024 –3pm – 7pm
6. Tallangatta 30/05/2024 –3pm – 7pm

All in-person sessions were well attended. Responses were received via surveys for Corryong (3) and Bellbridge (3). No responses were received for Tallangatta. The attached documents summarise the feedback from both the surveys and the in-person sessions, including how this input has been incorporated into the revised structure plans.

Innovation and Continuous Improvement (s.9(2)(e)):

The proposed Structure Plans seek to provide for future growth and innovation in each of the respective townships by facilitating new housing, commercial activity, appropriately located industrial land uses, robust social infrastructure, and active transport options. The future of Bellbridge, Corryong and Tallangatta will be guided by the proposed Structure Plans and allow for well-planned change and growth of these areas in line with community expectations and a rapidly changing world.

Collaboration (s.9(2)(f)):

Engagement with statutory and stakeholder authorities was also undertaken at the initial draft stage of the program in early 2023 and in March 2024. The following agencies have been critical in developing the structure plans:

- Department of Transport and Planning
- Department of Environment, Energy and Climate Action
- Goulburn Murray Water
- North East Catchment Management Authority
- North East Water
- Country Fire Authority
- Department of Agriculture

- Parks Victoria
- VICPOL
- State Emergency Services
- Ambulance Victoria

The final draft plans have been distributed to the Department of Transport and Planning.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

The structure plans' content, layout and scope are derived from previous State, Regional and local plans and policies and are consistent with the best practices approach for preparing Structure Plans in Victoria. These documents and policies have been reviewed as part of each township's "issues and opportunity" reports. This information has been used to create the Structure Plans to ensure that the overarching themes in these guiding documents have been addressed.

There are several key themes throughout the Hume Regional Growth Plan (2014) that the Structure Plans seek to address for future planning of the Townships, these include:

- Impacts of climatic conditions such as long-term droughts, widespread floods and an increase in the number of days of extreme heat and fire danger.
- Changes in economic sectors, particularly agriculture and manufacturing.
- Regional demographic changes include an ageing population and global demographic trends.

Regional plans and policies were reviewed and incorporated into the Structure Plans, these included:

1. *Upper Murray 2030 Vision Plan (2016)*
2. *Hume Regional Plan – Sustainable Communities 2010 – 2020 (2010)*
3. *NSW Draft Riverina Murray Regional Plan 2041*

Council Plans and Policies:

Council Plans:

This report supports the following Council Plan 2021-2025 priorities:

4. Land Use - Ensure that Council's planning, building and environmental health services support all aspects of liveability and sustainable population growth.

4.3 Develop structure plans for Corryong, Tallangatta and Bellbridge and incorporate into the planning scheme

Council Policies:

Local plans and policies were reviewed and incorporated into the structure plans, including:

- *Towong Rural Land Use Study (2009)*
- *Our Bellbridge Masterplan (2015)*
- *Recreation Strategy for Towong Shire*
- *Economic Development Strategy for Towong Shire 2022-2026*
- *Previous C25 Planning Scheme Amendment*
- *Landscape Scale Land Capability Assessment (2015)*
- *Destination Management Plan 2022-2026 (2022)*
- *Towong Shire Council Plan 2021-2025*
- *Activating Lake Hume Masterplan (2024 – Not yet adopted)*

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not applicable.

Officer's View:

The proposed structure plans have considered all relevant strategic plans, policies and feedback from relevant stakeholders, authorities, and the local community. While it is difficult to appease all parties, the proposed structure plans result from the most practical, balanced, and sustainable feedback available. They will accomplish appropriate and measured planning outcomes in the future.

The Mayor called for a recess, the time being 11.39am.

The meeting resumed, the time being 11:42am.

Council Resolution:

CR SCALES

CR ANDERSON

THAT:

- 1. THE DRAFT STRUCTURE PLANS FOR CORRYONG, TALLANGATTA AND BELLBRIDGE AS PRESENTED BE ADOPTED IN-PRINCIPLE;**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO WRITE TO THE MINISTER FOR PLANNING TO REQUEST AUTHORISATION TO PREPARE A PLANNING SCHEME AMENDMENT FOR THE DRAFT TALLANGATTA, BELLBRIDGE AND CORRYONG STRUCTURE PLANS; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO MAKE ANY FURTHER CHANGES TO THE AMENDMENT (AND THE DRAFT TALLANGATTA, BELLBRIDGE AND CORRYONG STRUCTURE PLANS) TO COMPLY WITH THE MINISTER FOR PLANNING'S AUTHORISATION CONDITIONS.**

CARRIED

13 Environmental Sustainability

13.1 Circular Economy and Environment Report (DIE-01/07/0004)

Disclosure of Interests (S.130):

This report was prepared by Mr Greg Karlson, Coordinator Circular Economy and Environment.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

This report provides a quarterly update on environmental sustainability activities throughout the Shire for the period December 2023 to March 2024.

Council's environmental sustainability activities continue to be focused on the management of recycling operations at resource recovery centres along with actions related to the circular economy waste and recycling transition processes.

Recommendation:

That the report be noted.

Attachment:

Nil

Background/History:

Waste and recycling services

The team continues to engage with Cleanaway regarding the introduction of the new food and garden organics (FOGO) kerbside collection service which has included securing an order of new FOGO bins, engagement of a contractor to deliver FOGO bins to households, a review of the collection routes, and developing a collection calendar to be distributed to all households.

Activities have also been focussed on the development and distribution of digital and print media for the community education program.

The transition of kerbside services to Cleanaway and the collection of waste, recycling and FOGO bins will involve changes to collection days for some residents along with changes to the frequency of bin collections. FOGO bins will be collected weekly with comingled and residual waste bins collected fortnightly. The service transition will commence in the week of 3 June 2024.

Households in rural residential, farming and rural living zones will have the opportunity to opt out of the FOGO kerbside collection service upon the provision of evidence of alternative arrangements for correctly managing FOGO on their properties. Examples of this may include compost heaps, worm farms or chickens.

Container Deposit Scheme (CDS)

Tallangatta and Corryong have secured local CDS point operators for the State Government's 10c deposit scheme for eligible glass, plastic, aluminium and cardboard drink containers. Additional local business, community and sporting groups throughout the Shire are encouraged to become a paid refund point operator on Visy's website (<https://www.visy.com/cpo-form>) or contact Visy directly on 1300 220 815.

Resource Recovery Centres

Retaining wall upgrades at both Recovery Resource Centres are nearing completion and will be finalised in May 2024. These works were part-funded under the Department of Environment, Energy and Climate Action's - Transfer Station Upgrade Fund Round 2.

Tree and Weed Programs

The roadside weed and pest program is due for completion in May 2024 with approximately 1500km of roadsides nominated for inspection and treatment.

Tree planting was limited in this quarter to 23 new trees due to the warm dry weather over the summer period. A tree planting event is programmed for 18 June 2024 to plant 110 trees along a section of the Corryong Circuit Trail with a further 50 trees to be planted at Playles Hill during the first quarter of the new financial year.

Relevant Law (s.9(2)(a)):

All environmental sustainability actions have been undertaken in accordance with the

service performance principles outlined in the *Local Government Act 2020* and the *Environmental Protection Act 2017*.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not Applicable.

Sustainability Implications (s.9(2)(c)):

Economic

Enhanced recycling methods will diminish the volume of waste sent to landfills, while adopting a four-stream waste system enhances the circular economy framework for waste management in Victoria.

Social

The projects mentioned in this report promote sustainability education for the community.

Environmental/Climate Change

Actions undertaken on recycling of materials and ongoing review of tree management practice will contribute positively towards the mitigation of Council's impact on the environment and adherence to risk management best practice.

Community Engagement (s.9(2)(d)):

Community Education on Recycling

Council received grant funding from Sustainability Victoria under the Circular Economy Household Education Fund (CEHEF). The community education package includes digital and print material along with a program for the delivery of community engagement activities in the months leading up start of the FOGO service delivery.

Innovation and Continuous Improvement (s.9(2)(e)):

Not Applicable.

Collaboration (s.9(2)(f)):

Council officers liaise regularly with representatives of the Goulburn Murray Climate

Alliance, waste management officers from councils in the Hume region and government representatives from the Department of Energy, Environment and Climate Action (DEECA), Environmental Protection Authority (EPA) and Sustainability Victoria (SV) relating to environmental and sustainability activities.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

		Mar 2024 YTD (Actual) \$	Mar 2024 YTD (Budget) \$	Mar 2024 YTD (Variance) \$	Mar 2024 YTD (Variance) %	2023/24 Full Year (Budget) \$
	Note					
Income						
Kerbside collection		1,507,102	1,500,000	7,102	0%	1,500,000
Waste facilities management	1	456,917	534,000	(77,083)	(14%)	534,000
Total Income		1,964,019	2,034,000	(69,981)	(3%)	2,034,000
Expenditure						
Kerbside collection	2	532,259	692,060	159,801	23%	1,384,120
Waste facilities management	3	532,529	362,335	(170,194)	(47%)	724,670
Total Expenditure		1,064,789	1,054,395	(10,394)	(1%)	2,108,790
Net Income / (Expenditure)		899,231	979,605	(80,374)	(8%)	(74,790)

1. Income includes gate fees at RRC's. Less gate fees charged that anticipated through the budget.
2. Garbage and recycling charges exceeded budget due to increased costs to provide bulk bin service from Corryong to Wangaratta and Albury following earlier than expected closure of Corryong Landfill.
3. Delayed commencement of new kerbside collection services and the purchase of new FOGO bins. Additional expenditure is expected in the next quarter.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025* priorities.

5. Environmental Sustainability - Integrate sustainable environmental management practices into all of our activities.

- 5.9 Continue to implement the tree planting strategy to achieve 40% canopy coverage in urban streets by 2025
- 5.13 Transition waste and recycling services operations as per Victorian Government Circular Economy Strategy to deliver a four bin system for waste and recycling collection including separation of glass, green waste and organics
- 5.15 Investigate options for hard waste, green waste and agricultural waste management e.g silage wrap

Council Policies:

All environmental sustainability activities are undertaken in accordance with the:

- Climate Adaptation Policy;
- Kerbside Refuse and Recycling Collection Policy
- Tree Policy

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not Applicable

Officer's View:

Good progress has been made in relation to the *Council Plan 2021-2025* Environmental Sustainability strategic priorities.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT:

- 1. THE REPORT BE NOTED; AND**
- 2. THE TEAM BE THANKED FOR THE AMOUNT OF WORK THAT IS OCCURRING IN THIS SPACE, AND INDEED WITH THE DELIVERY OF THE NEW THREE BIN WASTE SYSTEM AND THE COMMUNITY ALSO BE THANKED.**

CARRIED

14 Economic and Tourism Development

14.1 Great River Road Marketing Plan (DCP)

Disclosure of Interests (S.130):

This report was prepared by Ms Kerissa Heritage, Economic Development Tourism Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to seek approval to depart from Procurement Policy requirements and appoint Us&Us to deliver a marketing package for the Great River Road.

Summary:

The Great River Road Stage Two Funding Agreement requires investment in a substantial marketing and promotion plan. To maximise return on investment, it is proposed to purchase a marketing and promotion 'package' for implementation once construction elements of the project are complete. The pre-purchasing of the package will ensure the Funding Agreement timeframes are met.

Brand and marketing specialists, Us&Us have completed numerous tasks and projects for Council to a high standard. With their strong understanding of the region and the Great River Road product offering, Us&Us have proposed a package for investing the allocated funding.

Due to the nature of proposed partnerships within the package, it is not possible to seek other businesses to quote on delivery of the same activities and meet the timelines of the grant. The nature of this procurement is at odds with the requirements of Council's Procurement Policy for expenditure of this value.

It may be necessary to close the Council Meeting to the public to discuss the commercial-in-confidence information relating to the marketing and promotion package prepared by Us&Us.

Recommendation:

That:

1. Contract No. 2023/24-076 be awarded to Us&Us for a lump sum of \$329,100 excluding GST;
2. The Chief Executive Officer be authorised to sign and seal Contract No. 2023/24-076 in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties; and
3. The Chief Executive Officer be authorised to approve contract variations up to the value of the total allocated project budget.

Attachment:

Nil

Background/History:

In 2020, Council successfully secured \$5 million from the State Government's *Local Economic Recovery Program* to deliver Stage Two of the Great River Road. The project scope includes delivery of marketing and promotion activities.

The marketing element of *Great River Stage Two* consists of three elements:

1. A research piece and the development of a comprehensive marketing plan (complete).
2. Development of a marketing and promotional implementation plan 'package' informed by the Marketing Plan, and
3. The purchase of that 'package' for implementation post completion of the Great River Road infrastructure elements.

The development of the Great River Road Marketing Plan was completed in 2023. A Request for Quotation was released to develop a marketing and promotional implementation plan 'package'. Informed by the Marketing Plan, the package would detail how the marketing budget for the Great River Road should specifically be invested, and over what timeframe.

It was imperative that the development of this plan, and the purchase of the package, were procured separately. This ensured that Council and stakeholders endorsed the package proposal before it was purchased.

Us&Us were engaged (in accordance with Council's Procurement Policy) to develop

the marketing and promotional implementation plan package. The proposed package was presented to Upper Murray Inc. Following minor changes to the proposed timeframes, Upper Murray Inc. endorsed the proposal.

The Great River Road Funding agreement requires that the funds allocated to marketing the Great River Road be spent in the 2024 calendar year. The implementation of the marketing and promotional plan will take place over an eighteenth month period. Purchasing a pre-determined package ensures the best return is achieved – the Great River Road is not taken to market until it is physically complete, without compromising Council's obligation to the State Government.

Over the last two years, Us&Us have developed three destination brands for Council and have demonstrated that they have an excellent grasp of the Shire's brand and product offering. They are currently developing the Towong Shire destination website, and it would be advantageous for them to create synergies between the destination website and the Great River Road website.

Reference checks confirm that Us&Us have vast experience in completing projects of a similar nature to a high standard. Work completed for Council to date has been exemplary and feedback from Upper Murray Inc on the work has been very positive.

Relevant Law (s.9(2)(a)):

The *Local Government Act 2020*

Options – Best Outcomes for the Community (s.9(2)(b)):

Driving visitation to the Shire through the promotion of the Great River Road will support population and business growth.

An increase of visitors will support the Shire's existing small businesses, and activate new business activity. Business growth and entrepreneurial activities stimulate the local economy and support keeping young people in the region.

Diversifying the agriculture-dominant economy of Towong Shire further into the Tourism sector will support the Shire's residents during times of climate change and drought conditions.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Extensive community engagement has been undertaken in delivery of the Great River Road since the project's inception in 2017.

The proposed Great River Road marketing and promotion package was presented to and endorsed by members of Upper Murray Inc on 10 May 2023.

Innovation and Continuous Improvement (s.9(2)(e)):

Not Applicable.

Collaboration (s.9(2)(f)):

The Great River Road project has been an ongoing collaboration between the Upper Murray Community, State Government, Australian Government and Council since funding was first sourced in 2017.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:

This report supports the following *Council Plan 2021-2025 priorities*.

1. Asset Management - Maintain and improve our Shire's infrastructure to meet the levels of service established in consultation with our communities.

1.3 Complete Stage 2 Great River Road

Council Policies:

Procurement Policy

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Appointing Us&Us will:

1. Negate the risks associated with completing the works within the required timeframes of the project's Funding Agreement;
2. Minimise the risk of exceeding the allocated budget;
3. Maximise the quality of works (by contracting reputable firm with a proven record for delivering positive outcomes for Council); and
4. Present the risk of not knowing whether the allocated budget could have been best spent alternatively.

Officer's View:

Us&Us have thorough knowledge and understanding of the Towong Shire destination brands and the product offering. Their proposal is well considered and has been endorsed by Upper Murray Inc; a key stakeholder in the delivery of the Great River Road. The package that they have proposed for purchase would allow Council to meet the Funding Agreement obligations and deliver a high-quality outcome for the marketing and promotion of the Great River Road.

Cr Scales moved that the meeting be closed to the press and public to consider information considered confidential under section 3(1) of the *Local Government Act 2020* being:

a. Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

**CR SCALES
CR ANDERSON**

THAT THE MEETING BE MOVED TO CONFIDENTIAL AND CLOSED TO THE PRESS AND PUBLIC.

CARRIED

The meeting was closed to the press and public, the time being 11.52am.

CR ANDERSON

CR SCALES

THAT THE MEETING BE REOPENED TO THE PUBLIC.

CARRIED

The meeting was reopened to the public, the time being 11.59am.

Council Resolution:

CR SCALES

CR ANDERSON

THAT:

- 1. CONTRACT NO. 2023/24-076 BE AWARDED TO US&US FOR A LUMP SUM OF \$329,100 EXCLUDING GST;**
- 2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO SIGN AND SEAL CONTRACT NO. 2023/24-076 IN ACCORDANCE WITH LOCAL LAW 1 – COMMON SEAL AND MISCELLANEOUS PENALTIES; AND**
- 3. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO APPROVE CONTRACT VARIATIONS UP TO THE VALUE OF THE TOTAL ALLOCATED PROJECT BUDGET.**

CARRIED

15 Councillor Reports

15.1 ANZAC Day Report (Tallangatta) - Cr Anderson

Date of Meeting/Event:	ANZAC Day - 25 April 2024 The Triangles Tallangatta
Key information presented/discussed at meeting:	Rick Smith & Tony Elvidge led the Service with representatives from The Defence Forces. Katherine Lannigan led The Tallangatta Choir with the Hymns and Australian and NZ national Anthems along with Rhys McKee. The Tallangatta Secondary College Captains spoke on the significance of Anzac Day. Rick spoke of the many different conflicts since WW2. The Vietnam War and the many Peace Keeping Operations – with large numbers of troops being deployed, yet little is ever mentioned about them.
Members Comments/Thoughts:	Although the wind had a cold chill, the service was very well attended. There were 4 horses and riders representing, Sandy the war horse who also joined the service people who marched to the service. Many local organizations were represented, with many wreaths and poppies being laid at the Cenotaph.
Additional Information Available:	Today was an opportunity to advise those attending, the exhibition at the Tallangatta library. Students from our local schools across the shire researched local heroes who had served in our defence forces. Cr Denise Anderson

Recommendation:

That the report be noted.

Council Resolution:

**CR ANDERSON
CR SCALES**

THAT THE REPORT BE NOTED.

CARRIED

Confirmed

16 Urgent Business

In accordance with Council's Governance Rules, matters of urgent business can only be considered if:

- a) It relates to or arises out of a matter which has arisen since distribution of the agenda; and
- b) It cannot safely or conveniently be deferred until the next Council meeting; and
- c) The Council resolves to admit an item considered to be urgent business.

**CR ANDERSON
CR SCALES**

THAT ONE ITEM OF URGENT BUSINESS BE ACCEPTED, THAT BEING THE WILD DOG PROGRAM.

CARRIED

Council Resolution:

CR SCALES

CR ANDERSON

THAT COUNCIL INVEST IN AN IMMEDIATE ADVOCACY PLAN TO THE VICTORIAN STATE GOVERNMENT THAT:

- 1. STATE GOVERNMENT CONTINUE FUNDING FOR THE CONTINUATION OF THE VICTORIAN WILD DOG PROGRAM WITHOUT CHANGE AND INCREASE REPORTING ON THE PROGRAM OUTCOMES;**
- 2. THE THREE KILOMETRE BUFFER ZONE FOR CONTROLLING WILD DOGS BE RETAINED WITHOUT ALTERATION;**
- 3. ALL CONTROL MEASURES CURRENTLY AVAILABLE TO DOGGERS BE RETAINED WITHOUT ALTERATION;**
- 4. THE ANNUAL PUBLISHING OF THE NUMBER AND LOCATION OF WILD DOGS EUTHANISED BY DOGGERS AND STOCK LOSSES BY COMMUNITY MEMBERS IN RELATION TO WILD DOG ATTACKS BE MADE PUBLICLY AVAILABLE;**
- 5. COUNCIL SUBMIT A NOTICE OF MOTION TO THE MUNICIPAL ASSOCIATION OF VICTORIA FOR THE NEXT STATE COUNCIL MEETING TO THIS EFFECT, AS WELL AS URGING RURAL COUNCILS VICTORIA TO ALSO ADVOCATE ON THIS POSITION;**
- 6. FUNDING OF \$2,000 FROM THE RECOVERY AND RESILIENCE FUND BE PROVIDED TO THE LOCAL WILD DOG ACTION GROUP TO ENGAGE WITH THE TRADITIONAL LAND OWNERS REGARDING THIS CURRENT SITUATION; AND**
- 7. FURTHER FUNDING REQUIRED FOR THIS ADVOCACY PLAN ALSO COME FROM THE RECOVERY AND RESILIENCE FUND.**

CARRIED

17 Committee Minutes

17.1 Audit and Risk Committee Meeting - 28 May 2024 (DCOD)

Disclosure of Interests (S.130):

This report was prepared by Mr Justin Troy, Coordinator Governance and Compliance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

As per section 8 of the Council Audit and Risk Committee Charter, the minutes of an Audit and Risk Committee meeting must be forwarded to the next ordinary meeting of Council, including a report explaining specific recommendations and key outcomes.

An Audit and Risk Committee meeting was held on 28 May 2024. The unconfirmed minutes were circulated to Councillors prior to the meeting.

Resolutions made by the Committee, other than those 'for noting' were as follows:

Audit and Risk Committee Charter

THAT THE UPDATE ON AUDIT AND RISK COMMITTEE MEMBERSHIP BE NOTED.

Annual Workplan and Meeting Schedule

THAT THE PROPOSED ANNUAL WORKPLAN BE ENDORSED.

Recommendation:

That the unconfirmed Audit and Risk Committee Minutes and Resolutions from 28 May 2024 be noted.

Council Resolution:

CR ANDERSON

CR SCALES

THAT THE REPORT BE NOTED.

CARRIED

Confirmed

17.2 OHS Committee Minutes - 14 May 2024 (DCOD-06/04/0212)

Disclosure of Interests (S.130):

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

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide information.

Summary:

The unconfirmed minutes of the Occupational Health and Safety Committee meeting held on 14 May 2024 have been provided to Councillors prior to the meeting.

Recommendation:

That the unconfirmed minutes for the Occupational Health and Safety Committee meeting held on 14 May 2024 be noted.

Council Resolution:

**CR SCALES
CR ANDERSON**

THAT THE UNCONFIRMED MINUTES FOR THE OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MEETING HELD ON 14 MAY 2024 BE NOTED.

CARRIED

18 Council Policies

18.1 Policies for Adoption

The following policy was tabled for review at the January 2024 Council Meeting:

- Credit Card Policy

Attachment:

1. Credit Card Policy Track Changes [**18.1.1** - 5 pages]

Please note the recommended changes are shown in colored text.

Recommendation:

That the Credit Card Policy as amended and presented be adopted, with the Chief Executive Officer authorised to make minor administrative changes where necessary.

Council Resolution:

**CR ANDERSON
CR SCALES**

**THAT THE CREDIT CARD POLICY AS AMENDED AND PRESENTED BE ADOPTED,
WITH THE CHIEF EXECUTIVE OFFICER AUTHORISED TO MAKE MINOR
ADMINISTRATIVE CHANGES WHERE NECESSARY.**

CARRIED

19 Sealing of Documents

Nil.

20 Confidential

Section 66 of the *Local Government Act 2020* declares that meetings are to be open to the public unless the following specified circumstances apply:

1. *A Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.*
2. *The circumstances are –*
 - a) *the meeting is to consider confidential information; or*
 - b) *security reasons; or*
 - c) *it is necessary to do so to enable the meeting to proceed in an orderly manner.*
3. *If the circumstance specified in subsection (2)(b) or (2)(c) applies, the meeting can only be closed to the public if the Council or delegated committee has made arrangements to enable the proceedings of the meeting to be viewed by members of the public as the meeting is being held.*
4. *For the purposes of subsection (3), the arrangements may include provision to view the proceedings on the Internet or on closed circuit television.*
5. *If a Council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection –*
 - a) *the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of confidential information in section 3(1); and*
 - b) *an explanation of why the specified ground or grounds applied.*

As defined in section 3(1) of the Local Government Act 2020 "confidential information" means the following information

- a. *Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
- b. *Security information, being information that if released is likely to endanger the security of Council property or the safety of any person;*

- c. *Land use planning information, being information that if prematurely released is likely to encourage speculation in land values;*
- d. *Law enforcement information, being information which if released would be reasonably likely to prejudice the investigation in an alleged breach of the law or the fair trial or hearing of any person;*
- e. *Legal privileged information, being information to which legal professional privilege or client legal privilege applies;*
- f. *Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;*
- g. *Private commercial information, being information provided by a business, commercial or financial undertaking that –*
 - (i) *relates to trade secrets; or*
 - (ii) *if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;*
- h. *Confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);*
- i. *Internal arbitration information, being information specified in section 145;*
- j. *Councillor Conduct Panel confidential information, being information specified in section 169;*
- k. *Information prescribed by the regulations to be confidential information for the purposes of this definition; and*

Information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

Nil.

21 Closure of Meeting

There being no further business, the Mayor declared the meeting closed, the time being 12:15 pm.