

Minutes

Of the Ordinary Council Meeting

Location: Council Chambers, Municipal Offices
62-68 Ovens Street, Wangaratta

Date: Tuesday, 16 June 2015

Time: 6.00pm



RURAL CITY OF
WANGARATTA

Alan Clark
Acting Chief Executive Officer

TABLE OF CONTENTS

	Page No.
1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS.....	5
2. OPENING PRAYER	5
3. PRESENT	5
4. ABSENT	5
5. ACCEPTANCE OF APOLOGIES & GRANTING OF LEAVE OF ABSENCE	5
ORDER OF BUSINESS.....	6
6. CITIZEN CEREMONY	6
7. CONFIRMATION OF MINUTES	6
8. CONFLICT OF INTEREST DISCLOSURE	6
9. RECEPTION OF PETITIONS	6
10. HEARING OF DEPUTATIONS.....	6
PRESENTATION OF REPORTS	7
11. ADMINISTRATORS' REPORTS.....	7
OFFICERS' REPORTS.....	7
12. EXECUTIVE SERVICES	7
13. CORPORATE SERVICES.....	8
13.1 ADOPTION OF COUNCIL BUDGET 2015/16.....	8
13.2 2013-2017 COUNCIL PLAN - 2015 REVISION.....	13
13.3 2014/15 LOANS AND BORROWINGS.....	16
13.4 PROCUREMENT POLICY REVIEW	21
13.5 GENERAL VALUATION 2016.....	25
13.6 DELEGATIONS - MEMBERS OF COUNCIL STAFF	28
13.7 2015 COMMUNITY SATISFACTION SURVEY	32
14. COMMUNITY WELLBEING	39
14.1 SECTION 86 SPECIAL COMMITTEE NEW NOMINATIONS	39
14.2 2014-15 COMMUNITY GRANTS PROGRAM - MAJOR CATEGORY.....	49
14.3 DOMESTIC PROPERTY MAINTENANCE SERVICES	55
14.4 APPOINTMENT OF COUNCIL REPRESENTATIVE (OFFICER) TO THE HIGH COUNTRY LIBRARY CORPORATION BOARD.....	59
14.5 MURRAY TO MOUNTAINS RAIL TRAIL - WANGARATTA TO WHITFIELD RAIL TRAIL	63
15. INFRASTRUCTURE SERVICES	67
15.1 CONSTRUCTION OF HP BARR MULTISPORT PAVILION AND SITE WORKS	67
15.2 C1415-048 MOBILE GARBAGE BINS AND KITCHEN CADDIES TENDER	73
15.3 WASTE CHARGE POLICY.....	79
16. DEVELOPMENT SERVICES.....	82
16.1 NORTH WEST AND SOUTH WANGARATTA RESIDENTIAL GROWTH AREAS - DRAFT STRUCTURE PLANS - ENDORSEMENT FOR CONSULTATION	82

16.2	HERITAGE REVIEW 2015.....	90
17.	SPECIAL COMMITTEE REPORTS.....	96
18.	ADVISORY COMMITTEE REPORTS.....	97
18.1	ADVISORY COMMITTEE REPORTS.....	97
19.	RECORDS OF ASSEMBLIES OF ADMINISTRATORS.....	98
19.1	RECORDS OF ASSEMBLIES OF ADMINISTRATORS.....	98
20.	NOTICES OF MOTION.....	100
21.	URGENT BUSINESS	100
22.	PUBLIC QUESTION TIME	100
23.	CONFIDENTIAL BUSINESS.....	101
24.	CLOSURE OF MEETING	101

1. **ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

We acknowledge the traditional owners of the land on which we are meeting. We pay our respects to their Elders and to Elders from other communities who may be here today.

2. **OPENING PRAYER**

Almighty God, we humbly ask thee to bless and guide this council in its deliberations so that we may truly preserve the welfare of the people whom we serve. Amen

3. **PRESENT**

Administrators:

Mrs Alisa Fox, Chair, Ms Irene Grant, Mr Rod Roscholler.

Officers:

Mr Alan Clark, Acting Chief Executive Officer; Mrs Ruth Kneebone, Director Corporate Services; Mr Ken Parker, Acting Director Infrastructure Services; Mr Barry Green, Director Development Services; Marcus Forster, Acting Manager Community and Recreation.

4. **ABSENT**

Administrators:

Nil.

Officers:

Mr Brendan McGrath, Chief Executive Officer; Mrs Jaime Carroll, Director Community Wellbeing

5. **ACCEPTANCE OF APOLOGIES & GRANTING OF LEAVE OF ABSENCE**

RECOMMENDATION:

(Moved: Administrator A Fox/ Administrator I Grant)

That Council accept the apologies of Mr Brendan McGrath, Chief Executive Officer; Mrs Jaime Carroll, Director Community Wellbeing.

Carried.

ORDER OF BUSINESS

6. CITIZEN CEREMONY

Nil.

7. CONFIRMATION OF MINUTES

RECOMMENDATION:

(Moved: Administrator I Grant / Administrator R Roscholler)

That Council read and confirm the Minutes of the Ordinary Meeting of 19 May 2015 as a true and accurate record of the proceedings of the meeting. carried.

8. CONFLICT OF INTEREST DISCLOSURE

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a '*conflict of interest*' in a decision if they would receive, or could reasonably be perceived as receiving, a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

Disclosure must occur immediately before the matter is considered or discussed.

Nil.

9. RECEPTION OF PETITIONS

Nil.

10. HEARING OF DEPUTATIONS

Nil.

PRESENTATION OF REPORTS

11. ADMINISTRATORS' REPORTS

Nil

OFFICERS' REPORTS

12. EXECUTIVE SERVICES

Nil

13. CORPORATE SERVICES

13.1 ADOPTION OF COUNCIL BUDGET 2015/16

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Manager - Business and Governance
File Name: Council Budget 2015/16
File No: 51.060.023

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to recommend that the 2015/16 Budget be adopted.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator I Grant)

That Council:

- 1. consider submissions made regarding the draft 2015/16 Budget***
- 2. adopt the Draft 2015/2016 Budget annexed to this resolution***
- 3. adopt Council's Long Term Financial Plan***
- 4. authorise the Chief Executive Officer to give public notice of Council's decision to adopt the 2015/2016 Budget in accordance with section 130(2) of the Local Government Act 1989***
- 5. advise budget submitters of this decision.***

carried.

Background

At its Special Council Meeting held on 4 May 2015, Council resolved to give public notice of the preparation of the Draft Budget for the 2015/2016 financial year.

In accordance with s129 of the *Local Government Act 1989* (the Act) the Draft 2015/16 Budget was placed on public display on Council's website, at the Wangaratta Government Centre and the Wangaratta Library.

Public submissions on the Draft 2015/2016 Budget were invited via Council's website and in the local media.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

The Draft 2015/2016 Budget establishes the financial framework of Council including income and expenditure, rating strategy, borrowings and asset management programs necessary for Council operations.

The statutory process regarding exhibition of the Draft 2015/2016 Budget and consideration of submissions has been completed.

Detailed information on relevant aspects of the Draft 2015/2016 Budget are contained in the Draft 2015/2016 Budget Report annexed to this report (***refer attachment***).

The implications of the Draft 2015/2016 Budget and assumptions made for future years are embodied in Council's Long Term Financial Plan (***refer attachment***).

Legal/Statutory

In accordance with s127 of the Act, Council must prepare a budget for each financial year.

The presentation of the Draft 2015/2016 Budget is in a format recommended by the Institute of Chartered Accountants as a model of best practice and contains a comprehensive assessment of Council's financial position and proposed expenditures and revenues.

The Draft 2015/2016 Budget has taken into consideration the legal requirements of the Act and relevant Regulations.

Social

The Draft 2015/2016 Budget contains financial provision for Council to achieve significant social and community programs which will improve the social sustainability of our population.

Environmental/Sustainability Impacts

The Draft 2015/2016 Budget contains financial provision for Council to deliver environmental and sustainability programs and services to the community.

Economic Impacts

The establishment of the Draft 2015/2016 Budget is a critical component in the financial management of Council's operations to ensure the delivery of appropriate services, programs and infrastructure to residents and ratepayers.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

5.1 To ensure that Council's plans and budgets are responsible and sustainable.

5.3 To provide accessible, open and transparent governance

Key Strategic Activities

5.1.1 Provide responsible financial practices ensuring Council's annual financial viability.

5.1.2 Apply a triple bottom line approach to the assessment of new initiatives.

5.2.1 Support specific undertakings on a business basis to meet agreed community benefit.

Action

5.1.1.1 Maintain a Long Term Financial Plan predicated on the following: Maintaining service delivery at agreed standards; Rate income at rate property value growth plus MAV cost index factor; Efficient and effective resource management (assets, human resources); and Debt at an acceptable level.

5.2.1.1 Identify Council's contribution for the following business units: Waste management; Wangaratta Public Cemetery; Wangaratta Childcare Service; Wangaratta Saleyards; Wangaratta Performing Arts Centre; Wangaratta Aquatic Facilities; Wangaratta Visitor Information Centre; Community Support North East; and Plant and Fleet.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

Council's Draft 2015/2016 Budget is linked to the Rural City of Wangaratta 2030 Community Vision through the Council Plan.

b) Other strategic links

The Draft 2015/2016 Budget provides the financial resources to prepare and deliver a number of key strategic programs.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Budget compliance requirements not met	L	H	M	Completion of compliance check list by Manager Finance

Consultation/Communication

Council has undertaken a series of community presentations regarding the Draft 2015/16 Budget. These forums have been conducted in urban and rural settings and have included a presentation by Council officers followed by a period of public question time. The forums were held in the following locations:

4 May	Special Council Meeting	Wangaratta
11 May	2013-17 Council Plan and 2015/16 Budget Information Session	Wangaratta
12 May	2013-17 Council Plan and 2015/16 Budget Information Session	Boorhaman
18 May	2013-17 Council Plan and 2015/16 Budget Information Session	Whitfield
19 May	Ordinary Council Meeting	Oxley

Public submissions on the Draft 2015/2016 Budget were invited via the community presentations, Council's website and in the local media. Submissions closed on 5 June 2015.

Four written submissions were received (*refer attachment*).

A submission received from Mr Adam Lide requested funding of the installation of school zone warning lights at the Carraragarmungee Primary School.

The Milawa Markwood Development Association requested funding for a drainage study to identify solutions to storm water issues and to map the fall of the land in Milawa to form the basis for a long term strategy to stage drainage works over several years.

A submission received from Mr Ken Clarke requested accommodating a 4% rate rise in the 2015/2016 financial year by reducing the operating surplus and reducing expenditure on the aquatic strategy.

Mr Jim Lewis requested consideration of the long term compounding effect of the planned rate rise, a review of the basis for increasing fees and charges and a review of facility hire charges.

Mr Lewis and Mr Clarke requested to appear in person to be heard in support of their submissions. A committee of the Council heard these submissions on Tuesday 9 June 2015.

Key Changes to the Draft 2015/16 Budget

The following changes are recommended to be made to the Draft 2015/16 Budget.

- The purchase of a Jet Patcher machine has been brought forward from 2016/17, increasing the capital expenditure program by \$400,000. This

machine will replace two trucks and will result in more efficient road maintenance operations. The net cost is funded from the plant replacement reserve.

- \$25,000 has been allocated to support the Sam Miranda Cycling Event resulting in significant tourism benefits for the regional economy. This expenditure is funded from existing operating expenditure.

The following requests will be incorporated into existing budget programs.

- Enlarged signage will be installed on the Wangaratta Eldorado Road at the Carraragarmungee Primary School. This expenditure will be funded from existing traffic control expenditure.
- Investigations into drainage at Milawa will be funded from Council's existing strategic drainage expenditure.

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Public notification on the adoption of the 2015/2016 Budget will be given in the local media and on Council's website.

Advice will be forwarded to budget submitters of the outcome of their submissions to Council in relation to the Draft 2015/2016 Budget.

A copy of the Adopted 2015/2016 Budget will be forwarded to the Minister for Local Government as required by the Act section 130 (4).

Options for Consideration

There are no alternatives for consideration as the preparation of Council's Annual Budget is required by the Act.

Conclusion

Following consideration it is proposed that the budget be adopted with amendments.

Attachments

- 1 Draft Budget 2015/16 Summary of Submissions
- 2 2015/16 BUDGET
- 3 FEES AND CHARGES (APPENDIX D)
- 4 LONG TERM FINANCIAL PLAN

Gallery Questions

Anne Dunstan referred to page 91 of attachment (Fees and Charges) and asked if the fee for a casual child was correct or incorrect.

Ruth Kneebone, Director Corporate Services responded that question would be taken on notice.

13.2 2013-2017 COUNCIL PLAN - 2015 REVISION

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Manager - Customer Service and Communications
File Name: 2013-2017 Council Plan
File No: 20.030.009

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

Sections 125 and 126 of the *Local Government Act 1989* (the Act) require that Council must annually review its Council Plan and Strategic Resource Plan and submit them for approval to the Minister for Local Government by 30 June.

At a Special Meeting of Council on 4 May 2015, Council resolved to give public notice of the preparation of the draft 2013–2017 Council Plan – 2015 Revision (the Plan) and to invite submissions in respect of this matter in accordance with Section 223 of the Act.

RECOMMENDATION:

(Moved: Administrator I Grant/ Administrator R Roscholler)

That Council:

- 1. adopts the draft 2013-2017 Council Plan – 2015 Revision attached to this report for the purposes of Section 125 of the Local Government Act 1989***
- 2. notifies each person who made a submission in writing of the decision and of the reasons for that decision, in accordance with the responses set out in this report.***

carried.

Background

Council resolved to give notice of the preparation of the Plan, make the Plan available for public inspection and to consider any submissions on any proposal or proposals contained in the Plan, at a meeting of a Committee of Council held on Tuesday, 9 June 2015 at the Wangaratta Government Centre.

Implications

Policy Considerations

Various Council policies may be impacted by the outcomes of the Plan review.

Financial Implications

Please note that the Strategic Resource Plan has been updated to reflect proposed changes to the draft 2015/16 Budget. These changes include:

- *The purchase of a Jet Patcher machine has been brought forward from 2016/17, increasing the capital expenditure program by \$400,000. The net cost is funded from the plant replacement reserve.*
- *\$25,000 has been allocated to support the Sam Miranda Cycling Event resulting in significant tourism benefits for the regional economy. This expenditure is funded from existing operating expenditure."*

Legal/Statutory

The review of the Plan is consistent with sections 125 and 126 of the Act.

Social

The objectives and actions contained in the Plan are designed to provide positive social outcomes.

Environmental/Sustainability Impacts

The objectives and actions contained in the Plan are designed to enhance sustainability and provide positive environmental outcomes.

Economic Impacts

Many of the objectives and actions contained in the Plan are designed to provide positive economic outcomes.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

The objectives and actions contained in the Plan are guided by the objectives identified in the Rural City of Wangaratta 2030 Community Vision.

Consultation/Communication

Following extensive advertising, 28 days on public exhibition and Community Information Sessions in Wangaratta, Boorhaman and Whitfield, one public submission was received, with the submitter requesting to be heard in support of their submission at a committee of Administrators convened on 9 June 2015.

Mr Jim Lewis made a number of recommendations regarding the document layout and readability. A number of Mr Lewis' suggestions have been included into the final draft attached to this report for consideration by Council's Administrators. These changes include:

- Text box transparency decreased to make the text easier to read
- Headings on page 9 bolded
- Layouts reversed for each goal to aid understanding.

Further changes made to the document include adding an additional bullet point under 'We are Sustainable' – 'What we do every day' to acknowledge Council's ongoing involvement in emergency management. The Municipal Emergency Management Plan has also been acknowledged under 'The fine print'.

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Options for Consideration

Council must approve the 2013-2017 Council Plan – 2015 Revision, with or without the above changes.

Conclusion

The 2013-2017 Council Plan was developed with vital input from our community. It will be revised each year after discussion with senior staff and Councillors/Administrators, and with further feedback from the community. This allows the document to continue to reflect community aspirations and act as a measure of our progress against the agreed priorities in the plan.

Attachments

1 2013 - 2017 COUNCIL PLAN 2015 REVISION

Gallery Questions

Nil.

13.3 2014/15 LOANS AND BORROWINGS

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Financial Accountant
File Name: Loans
File No: 51.050.001

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to provide details of borrowings prescribed in the 2014/15 Budget adopted by Council on the 17 June 2014 and to recommend a funding mechanism for the combined borrowings of:

2013/14	\$2,224,000 and
2014/15	<u>\$2,555,630</u>
Total	<u>\$4,779,630</u>

RECOMMENDATION:

(Moved: Administrator A Fox/ Administrator R Roscholler)

That Council:

- 1. authorise the Chief Executive Officer to execute any necessary documentation to take up an interim loan for \$4,779,630.***
- 2. authorise the Chief Executive Officer to execute any necessary documentation to transfer the interim loan to the subsequent Municipal Association of Victoria Funding vehicle for \$4,779,630.***

carried.

Background

2014/15 borrowings

The 2014/2015 Budget adopted by Council provided for loan funds totalling \$4,160,000. This loan was intended to partly fund the final instalment of the purchase of Ovens College site by \$500,000, Whorouly Football Club change room upgrade of \$260,000 and Livestock Exchange Roofing of \$3,400,000. As a result of receiving funding and partially deferring the Livestock Exchange Roofing project to 2015/16 and borrowing for the full instalment of the Ovens College site, the following revised borrowings are now required:

Livestock Exchange roofing	\$1,398,780
Whorouly Football Club change room	\$ 260,000
Ovens College site (final Instalment)	\$ 896,850
Total new borrowings	\$2,555,630

2013/14 borrowings

Council had previously undertaken an interim loan facility negotiated by the Municipal Association of Victoria (MAV) during the 2013/14 year of **\$2,224,000** with an expiry date of 1 July 2015.

It is intended to move the 2013/14 interim facility to the MAV's Local Government Funding Vehicle (LGFV) and to undertake the 2014/15 borrowings as part of this vehicle.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

	2014/2015 Approved Budget for this proposal \$	This Proposal \$	Variance to Approved Budget \$	Comments
Borrowings	4,160,000	2,555,630	1,272,200	Deferral of works on Livestock Selling Complex roofing project
Expense	134,368	82,547	51,821	Annual interest first year of borrowings

Legal/Statutory

Section 144 of the *Local Government Act 1989* confers upon Council the right to borrow money to enable Council to perform its functions, subject to the principles of sound financial management. The MAV collaborative borrowing vehicle bond – the (LGFV) is a form of loan for the purposes of Section 144.

Social

The 2014/15 borrowings will provide for the purchase of the Ovens College site, the partial construction of the Livestock Selling Complex roofing project and the Upgrade Whorouly Football Club change rooms in accordance with the 2014/2015 Budget.

Environmental/Sustainability Impacts

Analysis suggests that the LGFV will provide Victorian Councils with an approximate reduction of 1% in interest rates compared to a traditional tender process undertaken with the banking sector. Security for the bond is to comprise a mortgage over the rates of the Council, whilst interest repayments will occur quarterly over the life of the bond, with the principal to be repaid or re-financed at the maturity of either a five or seven year loan

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

5.1 To ensure that Council's plans and budgets are responsible and sustainable.

Key Strategic Activities

5.1.1 Provide responsible financial practices ensuring Council's annual financial viability.

Action

4.1.1.9 Complete budgeted annual capital works program.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

N/A

b) Other strategic links

N/A

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Limited participation by other councils will increase interest rates for the LGFV	Low	Medium	Medium	Revert back to Council tender process
Certainty of Funding	Low	Medium	Medium	Revert back to Council tender process
Will the best price be achieved	Low	Medium	Medium	Best price achieved through wholesale market tender

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Details of budget parameters and new projects	Details of borrowings was included in 14/15 Adopted Budget
Consult	Details of budget parameters and new projects	Details of borrowings was included in 14/15 Adopted Budget
Involve	Details of budget parameters and new projects	Details of borrowings was included in 14/15 Adopted Budget
Collaborate	N/A	
Empower	N/A	

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Options for Consideration

Option 1 (recommended)

Refinance the existing interim facility of 2013/14 borrowings - \$2,224,000 and take up new 2014/15 borrowings of \$2,555,630 within the interim facility totalling \$4,779,630.

Amount: \$4,779,630
Pricing: BBSW + .0.6% (variable)
Tenor Up to 12 months
Repayment Profile Interest Only

Once the LGFV interim facility builds up to minimum wholesale market parcel (\$100m), bond(s) are issued to refinance the interim facility.

Option 2

Take up new 2014/15 borrowings of \$2,555,630 and wait until the issuance of the LGFV in early 2015/16 to refinance the existing loan of \$2.224M. This could be funded from unrestricted cash for the short period.

Amount: \$2,555,630
Pricing: BBSW + .0.6% (variable)
Tenor Up to 12 months
Repayment Profile Interest Only

Once the LGFV interim facility builds up to minimum wholesale market parcel (\$100m), bond(s) are issued to refinance the interim facility.

Option 3

The alternative to participation in the LGFV interim facility is for Councils to solely source funds via a tender process with the major banks, as the sector has done historically. Analysis suggests that the LGFV will provide Councils with an

approximate reduction of 1% in the interest rates compared to a traditional tender process undertaken with the banking sector.

Conclusion

As a result of the MAV's competitive tender on behalf of 79 Victorian Councils, savings have been identified through the benefits of scale and collective borrowing. Council is currently using the interim facility for its 2013/14 and it is recommended to use this facility for the 2014/15 borrowings.

Attachments

1 LGFV Overview

Gallery Questions

Nil.

13.4 PROCUREMENT POLICY REVIEW

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Manager - Business and Governance
File Name: Council Policy Review
File No: 10.005.003

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

Council adopted a Procurement Policy (the Policy) in 2009, in compliance with section 186(A) of the *Local Government Act 1989* (the Act). This report is presented to Council to review a revised Procurement Policy (2015) (refer attachment) and adopt any changes (refer attachment) arising from that review.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator A Fox)

That Council adopt the 2015 Procurement Policy.

carried.

Background

Section 186A(7) of the Act requires Council at least once in each financial year to review the Policy having regard to any guidelines made by the Minister with respect to form or content. Any changes arising from that review must be adopted by Council.

The current Policy has been formulated with regard to the *Victorian Local Government Best Practice Procurement Guidelines 2013*, the *Municipal Association of Victoria Model Procurement Policy (Updated) August 2011* and *Social Procurement: A Guide for Victorian Local Government Department of Planning and Community Development October 2010*.

Implications

Policy Considerations

Council must review the Policy in this financial year ending 30 June 2015.

The guidelines have not changed since the adoption of the current Policy and therefore do not influence the outcome of this review.

Council's experience with the application of the procurement policy together with the recommendations of the Environmental Sustainability Strategy has provided the foundation for a review of the policy.

Financial Implications

The adoption of this policy will provide a governance framework for Council's purchasing and procurement practices.

Legal/Statutory

This report ensures compliance with the requirements of Section 186(7) of the Act requiring a review of the Policy in each financial year.

Social

Social Procurement: A Guide for Victorian Local Government Department of Planning and Community Development October 2010 has been referenced in this review.

Environmental/Sustainability Impacts

The potential for improvements to environmental and sustainability outcomes is provided by recommended changes to the Sustainability principle and tender evaluation decision processes in line with Council's Environmental Sustainability Strategy.

The sustainable procurement approach now includes the product characteristic of performance which may include consideration of environmental effects of raw materials production, environmental effects of product manufacturing, environmental effects of delivery, the proportion of recycled content, re-use or disposal impacts and maintenance of the product over the whole life of the product.

Tender evaluation decision processes for procurement of products and services over \$100,000 may now include an assessment of environmental and ethical performance, and a whole-of-life cost evaluation for alternatives.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

5.3 To provide accessible, open and transparent governance

Key Strategic Activities

5.3.1 Monitor key business processes of Council to ensure compliance.

Action

5.3.1.3 Ensure key business processes of Council are documented and documentation is updated regularly.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Policy not adopted	L	H	M	Ensure Council reviews and adopts policy

Consultation/Communication

Internal consultation has taken place involving discussions with the Corporate Management Team, Manager Waste & Contracts and representatives of each department.

The updated Policy has also been reviewed at the 11 May 2015 meeting of Council's Audit Advisory Committee. The committee made some improvement suggestions and endorsed the updated Policy provided that the recommendations were incorporated. These recommendations included allowing Council to negotiate with a small number of preferred suppliers.

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Make the adopted Policy available to members of the public	Publish the Policy on Council's Internet website. Make the Policy available for inspection at the Wangaratta Government Centre

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Options for Consideration

There is no alternative to conducting a review given that an annual review of the Policy is a statutory requirement under section 186(7) of the Act.

Council can adopt alternative policy positions provided that they are consistent with the requirements of the Act and have regard for the Victorian Local Government Best Practice Procurement Guidelines 2013.

Conclusion

The updated Policy has been the result of consultation with staff and the independent Audit Advisory Committee and should meet Council's future procurement requirements.

The Policy will again be reviewed in the financial year ending 30 June 2016.

Attachments

- 1 Procurement Policy
- 2 List of Changes

Gallery Questions

Nil.

13.5 GENERAL VALUATION 2016

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Corporate Services
File Name: Valuations
File No: 52.050.001

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to provide details of the requirement for Council to undertake a biennial General Valuation of rateable land.

RECOMMENDATION:

(Moved: Administrator I Grant/ Administrator A Fox)

That Council shall cause a general valuation of rateable land in the municipality to be made, effective on the 1 January 2016 in accordance with Section (1) of the Valuation of Land Act 1960, to be returned to Council no later than 31 March 2016.

carried.

Background

Under s9 of the *Valuation of Land Act 1960* (the VLA), Council is the valuation authority for the Rural City of Wangaratta municipal area. At its ordinary meeting in December 2014, Council appointed the Valuer-General Victoria to carry out its biennial General Valuation. Council's next general valuation is therefore due as at 1 January 2016.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

The Capital Improved Valuation returned for the properties within the municipality provides the basis for applying rates to those properties, subject to the relevant differential rating categories.

Legal/Statutory

In accordance with the VLA Council is required to carry out a General Valuation of rateable land within the relevant municipal district as at 1 January in every even calendar year.

Social

There are no social impacts identified for the subject of this report.

Environmental/Sustainability Impacts

There are no environmental/ sustainability impacts identified for this subject of this report.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

5.2 To deliver Best Value Services

5.3 To provide accessible, open and transparent governance

Key Strategic Activities

5.1.1 Provide responsible financial practices ensuring Council's annual financial viability.

Strategic Links**a) Rural City of Wangaratta 2030 Community Vision**

N/A

b) Other strategic links

N/A

Risk Management

There are no risks associated with the subject of this report.

Consultation/Communication

The VLA requires Council to give more than one month's notice to every other rating authority interested in the valuation of land in the relevant municipal district, and in the case of a General Valuation, notice must be given to the

Valuer-General. The General Valuation will be carried out by the Valuer General Victoria. The State Revenue Office will also use Council variations for rating and levy purposes.

Options for Consideration

In order to comply with the VLA, Council must now resolve to cause the general Valuation to be made effective 1 January 2016.

Conclusion

Council is required by the Act to resolve to cause the general Valuation to be made and to advise appropriate authorities.

Attachments

Nil.

Gallery Questions

Nil.

13.6 DELEGATIONS - MEMBERS OF COUNCIL STAFF

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Corporate Services
File Name: Deed of Delegation
File No: 50.010.083

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council for review of the schedules of delegations of powers, duties and functions delegated to members of Council staff pursuant to section 98(6) of the *Local Government Act 1989* (the Act).

RECOMMENDATION:

(Moved: Administrator R Roscholler / Administrator A Fox)

That in the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 (the Act) and other legislation referred to in the attached instrument of delegation, Council:

- 1. delegates to the members of Council staff holding acting in or performing duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument***
- 2. affixes the common seal of Council to the Instrument and the Instrument comes into force immediately the common seal is affixed***
- 3. revokes all previous delegations to members of Council staff (other than the Chief Executive Officer) on the coming into force of the instrument***
- 4. advises the duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

carried.

Background

The Act provides in Section 98(1) for the Council, by instrument of delegation to delegate to members of Council staff any power duty or function under the Act or any other Act with some exceptions.

The exemptions are as follows:

- (a) this power of delegation
- (b) the power to declare a rate or charge
- (c) the power to borrow money
- (d) the power to approve any expenditure not contained in a budget approved by the Council
- (e) any power, duty or function of the Council under section 223 and
- (f) any prescribed power.

The instruments of delegation take two forms:

Council to Chief Executive Officer

Council to members of staff (refer attachment)

It should be noted that Section 98(2) of the Act provides that the “Chief Executive Officer may by instrument of delegation delegate to members of staff any power duty or function of his or her office”. The delegations by the Chief Executive Officer are not subject to Council review.

Conditions and limitations apply to the exercise of delegations which provide for appropriate control and the delegate can use his or her judgement to decide not to exercise a delegation.

Section 98(6) of the Act prescribes that “A Council must review within the period of 12 months after a general election all delegations which are in force and have been made by the Council under subsection (1)”.

It is prudent to regularly review instruments of delegation from time-to-time as legislation is amended. This review is undertaken to reflect relevant legislative amendments.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

There are no financial implications identified for the subject of this report.

Legal/Statutory

There are many statutes under which Council must confer authority and functions to Council officers. Councils are often the subject of legal scrutiny in tribunals and

courts. It is important that the person who made a decision had the power to do so on behalf of the council.

Social

There are no social impacts identified for the subject of this report.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts identified for this subject of this report.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

The Council Plan 2013-2017 includes Governance Objective:
'1.1 to provide accessible, open and consultative government'.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

N/A

b) Other strategic links

N/A

Risk Management

There are no risks identified of the subject of this report.

Consultation/Communication

Copies of the instruments of Delegation will be placed on Council's website and be available for inspection of the Wangaratta Government Centre.

Conclusion

Having considered this report and the associated schedule of delegations it is appropriate that the Council formalise the delegations.

Attachments

- 1 INSTRUMENT OF DELEGATION - COUNCIL TO MEMBERS OF COUNCIL STAFF

Gallery Questions

Nil.

13.7 2015 COMMUNITY SATISFACTION SURVEY

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Manager - Customer Service and Communications
File Name: Community Satisfaction Survey
File No: 20.030.003

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council as a summary of the results of the 2015 Community Satisfaction Survey which was conducted between 1 February and 30 March 2015.

RECOMMENDATION:

(Moved: Administrator I Grant/ Administrator R Roscholler)

That Council note the report

carried.

Background

Each year Local Government Victoria (LGV) coordinates and auspices a State-wide Local Government Community Satisfaction Survey throughout Victorian local government areas. This coordinated approach allows for far more cost effective surveying than would be possible if councils commissioned surveys individually.

The main objectives of the survey is to assess the performance of Wangaratta Rural City Council over the previous 12 months, across a range of measures and to seek insight into ways to provide improved or more effective service delivery. The survey also provides councils with a means to fulfil some of their reporting requirements as well as acting as a feedback mechanism to LGV.

The survey was conducted by Computer Assisted Telephone Interviewing as a representative random probability survey of residents aged 18+ years in Wangaratta Rural City Council.

A total of 400 completed interviews were achieved, with survey fieldwork being conducted in the period of 1 February – 30 March 2015.

Minimum quotas of gender within age groups were applied during the fieldwork phase. Post survey weighting was then conducted to ensure accurate representation of the age and gender profile of the Rural City of Wangaratta.

Explanation of Index Scores

Many questions ask respondents to rate council performance on a five-point scale, for example, from 'very good' to 'very poor', with 'can't say' also a possible response category. To facilitate ease of reporting and comparison of results over time an 'Index Score' has been calculated for such measures.

The Index Score is calculated and represented as a score out of 100 (on a 0 to 100 scale), with 'can't say' responses excluded from the analysis. The '% RESULT' for each scale category is multiplied by the 'INDEX FACTOR'. This produces an 'INDEX VALUE' for each category, which are then summed to produce the 'INDEX SCORE', equating to '60' in the following example.

SCALE CATEGORIES	% RESULT	INDEX FACTOR	INDEX VALUE
Very good	9%	100	9
Good	40%	75	30
Average	37%	50	19
Poor	9%	25	2
Very poor	4%	0	0
Can't say	1%	--	INDEX SCORE 60

Implications

Following disappointing results in 2014, Wangaratta Rural City Council has achieved sound improvements in 2015 on all core measures and many individual service areas. While the results on several core issues remain below the Large Rural council average there is now encouraging evidence that Council is now headed in the right direction. (Source: JWS Research Community Satisfaction Survey 2014 – Wangaratta Rural City Council)

Performance on **Overall Council Direction** as well as the condition of **Sealed Local Roads** now exceeds the Large Rural group and the State-wide average, while performance on **Customer Service** is now on par with the State-wide average and above the Large Rural average.

The **Overall Performance** index score of 55 is a significant 10 point improvement on the 2014 result, just one point below the Large Rural group average (56) and five points off the State-wide average (60). Significantly improved results were noted across almost all demographic cohorts.

The index score on **Overall Council Direction** is a significant 16 point improvement on the 2014 result and now exceeds the Large Rural group average (51) and also the State-wide average (53). More favourable ratings in 2015 were evident from all resident segments, significantly so for most.

Council performance on **Advocacy** is also stronger in 2015 compared to 2014. The index score of 51 represents a significant six point improvement compared with 2014 and is only just below the Large Rural council average (53).

On the issue of **Community Consultation**, Council has only managed to hold steady against last year's result. The index score of 49 is one point higher than 2014, but still sits below both the Large Rural group average (54) and the State-wide average (56).

Across all individual service measures, Council performance was generally stable, although there were two areas of significant improvement:

- Parking facilities (index score of 58) was a seven point improvement on the 2014 result.
- Business and community development and tourism (index score of 63) was a four point improvement on the 2014 result, which is particularly pleasing given that this issue rates highly on importance to local residents.

Two new core issues were introduced to the survey in 2015, with mixed results for Wangaratta Rural City Council:

- Council performance on decisions made in the interests of the community (49) is significantly below the Large Rural and State-wide averages (index scores of 52 and 55 respectively);
- On the condition of sealed local roads (index score of 57), Council is slightly above par against the State-wide average (55) and significantly above the average for the Large Rural councils group (45).

The issue of **Unsealed Local Roads** was also measured for the first time this year and is clearly the primary area of concern for local residents – rating the highest for importance and recording the largest discrepancy between rated importance and performance.

JWS Research recommended that Council should pay particular attention to issues where residents stated importance exceeds rated performance by more than 10 points:

- Maintenance of unsealed roads (margin of 31 points).
- Condition of local streets and footpaths (17 points).
- Parking facilities (14 points).
- Business and community development and tourism (13 points).

Summary of Findings

Higher results in 2015	<ul style="list-style-type: none"> • Overall council direction • Overall performance • Parking facilities • Advocacy • Business and community development and tourism • Community consultation
Lower results in 2015	<ul style="list-style-type: none"> • None

Core Measures – Index Score Results

Performance Measures	Wangaratta 2012	Wangaratta 2013	Wangaratta 2014	Wangaratta 2015	Large Rural 2015	State-wide 2015
OVERALL PERFORMANCE	66	64	45	55	56	60
COMMUNITY CONSULTATION (Community consultation and engagement)	58	56	48	49	54	56
ADVOCACY (Lobbying on behalf of the community)	56	58	45	51	53	55
MAKING COMMUNITY DECISIONS (Decisions made in the interest of the community)	n/a	n/a	n/a	49	52	55
SEALED LOCAL ROADS (Condition of sealed local roads)	n/a	n/a	n/a	57	45	55
CUSTOMER SERVICE	72	72	70	70	67	70
OVERALL COUNCIL DIRECTION	57	54	39	55	51	53

Performance Summary – Index Score Results

<i>2015 Priority Area Performance</i>		2014	2013	2012
Art centres & libraries	79	79	83	84
Appearance of public areas	76	75	77	78
Community & cultural	72	71	74	73
Recreational facilities	69	72	76	76
Enforcement of local laws	67	65	71	73
Environmental sustainability	64	64	67	66
Bus/community dev./tourism	63	59	68	69
Traffic management	62	60	65	61
Local streets & footpaths	60	57	59	61
Parking facilities	58	51	53	51
Sealed roads	57	n/a	n/a	n/a
Lobbying	51	45	58	56
Unsealed roads	50	n/a	n/a	n/a
Consultation & engagement	49	48	56	58
Community decisions	49	n/a	n/a	n/a

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

	2014/2015 Approved Budget for this proposal \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue/Income				
Expense	\$10,500	\$10,681	\$181	
Net Result	\$10,500	\$10,681	\$181	Net cost slightly over budget

Legal/Statutory

The survey provides Council with a means to fulfil some of its statutory reporting requirements as well as acting as a feedback mechanism to LGV.

Social

Improved performance in all service areas can have positive social impacts; therefore it is important to have a mechanism to measure perceived performance. The survey provides this.

Environmental/Sustainability Impacts

Community satisfaction is vital for the long-term sustainability of the Council.

Economic Impacts

The potential exists for detrimental economic impacts should community satisfaction decline.

Council Plan- Objective/ Key Strategic Activity/Action

A number of Key Performance Indicators (KPIs) within the Council Plan are based on the results of the Annual Community Satisfaction Survey.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Reputational	Likely	Moderate	High	Ensure improved performance

Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Conclusion

Following disappointing results in 2014, Wangaratta Rural City Council has achieved sound improvements in 2015 on all core measures and many individual service areas.

While there is still work to be done, with results on several core issues remaining below the Large Rural council average, there is encouraging evidence that Council is heading in the right direction.

The challenge for Council over the coming 12 months is to continue to improve in all areas and particularly those areas with the largest discrepancies between rated importance and performance.

Attachments

Nil.

Gallery Questions

Jim Lewis referred to the customer satisfaction survey and expressed that the method for results could result in a margin of error. Jim asked if the error margin is ever quoted in the reports.

Alan Clark, Acting Chief Executive Officer responded that no it is not quoted, however the process is consistent across all councils every year so we have something reasonable to compare.

Ken Clarke referred to page 33 in particular our priority areas and noted that Community Decisions, Consultation Engagement are at the bottom of the scale. Mr Clarke asked what council intends to do to improve these areas?

Ruth Kneebone, Director Corporate Services responded that Council works very hard on its consultation and is always looking for ways we can reach people. Council has undertaken quite extensive consultation in relation to its Council Plan and Budget and there was very little turn out. Council is aware that there is work to do in communicating and the way we engage with the community.

Administrator Irene Grant added that community consultation is a work in progress. It is something that we are constantly doing whether it's one to one meetings or with particular groups. We hear a broad range of response from the community and it could be said that you can never do enough but we are working very hard to do as much as we possibly can and vary the type of consultation that we undertake.

Ken Clarke responded that 16 were in attendance at the Council Plan and Budget meetings and only had 4 presentations on the budget. Ken expressed that to him it's a disgrace only 4 community members submitted on the budget and asked how Council would get community members to think about the way they are communicating with the community.

Chair Administrator Ailsa Fox responded that the Administrators spend a lot of time with the community, publicly advertise meetings and make themselves

available two days a week and asked Ken if he had any suggestions about how to get community members to attend these meetings they would be appreciated. Ailsa Fox added that a lot of time and effort was put into the Roadshows and Council was also disappointed at the lack of attendance.

Alan Clark, Acting Chief Executive Officer responded that we have had great success in some forms of consultation in the last 12 months with the community and the Splash Park is a good example of that as 4,700 respondents which represented about 87% of our youth under 14. We have formalised some of our procedures within Council for improvement.

Ann Dunstan referred to the 400 Community Satisfaction surveys completed, that is only 1.4% of the population is there a minimum requirement?

Alan Clark, Acting Chief Executive Officer responded that there is a minimum requirement for statistical reliability.

Jenny Hart referred to Alan Clarks comments in relation to Splash Park consultation and expressed that of that 4,700 respondents it must have consisted of adults among the community as there was also a box at the Council offices, and an online survey. Jenny added that Council should be clear that it wasn't all children and that those surveys were taken to the schools and the children required by the schools to complete them.

Marcus Forster, Acting Manager Community and Recreation responded that we did contact the schools and asked them if they would like to be a part of the consultation however it was not required that they complete the surveys and it was left up to the school about how they did that with the children.

Jenny Hart added that when a teacher asks a student to complete a survey, the student does not have a choice.

Hugh McGuire added that the Splash Park survey was compulsory for all students to complete at his school and was told by his teacher that he had to complete the survey. Hugh asked was it compulsory?

Chair Administrator Ailsa Fox responded that it was up to the individual schools.

14. COMMUNITY WELLBEING

14.1 SECTION 86 SPECIAL COMMITTEE NEW NOMINATIONS

Meeting Type:	Ordinary Council Meeting
Date of Meeting:	16 June 2015
Author:	Community and Recreation Officer
File Name:	Council Committees
File No:	10.020.008

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to inform Council of results following Council's call for community members to nominate as representatives of the six Special Committees of Management (COM) whose terms expire in July 2015. These COMs are:

- Milawa Public Hall and Park Special Committee;
- Moyhu Soldiers Memorial Hall Special Committee;
- Myrrhee Soldiers Memorial Hall Special Committee;
- North Wangaratta Sports Reserve Special Committee;
- Old Murmungee Hall Special Committee; and
- Oxley Shire Hall Special Committee.

Nominations for the above COM's were advertised in The Chronicle which commenced 13 March 2015 through to the closing date of 20 April 2015.

Nominations have now been received for membership to the COM's and members are required to be endorsed by Council.

In addition to the above there are three new nominations to be endorsed for the Wangaratta Showgrounds Special COM and Everton Hall COM.

RECOMMENDATION:

That Council:

1. *endorse the nominations and amendments to the Section 86 Special Committees of Management as follows:-*

Milawa Public Hall and Park Special Committee	
Community Representatives	Period of appointment
Colin Reid	Three years from 1 July 2015
Julie Hourigan	
Jill McGillivray	
Kerrin Chambers	
Judy White	
Sally Rodgers	
Graham Wilson	
Moyhu Soldiers Memorial Hall and Recreation Reserve Special Committee	
Community Representatives	Period of appointment
Neil Jarrott	Three years from 1 July 2015
Josie Sampson	
Miriam Balfour	
Graham Batten	
Helen Baker	
Peter Shanley	
Alan Sampson	
Lloydie Batten	
Travis Wright	
Frederick Baker	
Myrrhee Hall Special Committee	
Community Representatives	Period of appointment
Donna Hancock	Three years from 1 July 2015
Robyn Kilgour	
Kate Livingstone	
Sharon Jarrott	
Neville Hancock	
Geoff Lacey	
Carol Kunert	

2. *notify all nominees of the outcome of the appointment process by letter;*
3. *write to each Section 86 Special Committee advising of Council's decision;*
4. *provide information to newly appointed members regarding responsibilities of being a Section 86 Special Committee Member;*
5. *in accordance with the provisions of Section 81 (2A) of the Local Government Act 1989, maintains the exemption for all members of its Special Committees who are not Administrators from the obligations to submit returns of interest; and*
6. *approve the revised Instrument of Delegations and Charter for Council's North Wangaratta Sports Reserve Special Committee and it be signed and sealed by the Council.*

Administrator I Grant moved the motion with the following amendments.

That Council:

- 1. endorse the nominations and amendments to the Section 86 Special Committees of Management as follows:-**

Milawa Public Hall and Park Special Committee	
Community Representatives	Period of appointment
Colin Reid	Three years from 1 July 2015
Julie Hourigan	
Jill McGillivray	
Kerrin Chambers	
Judy White	
Sally Rodgers	
Graham Wilson	
Moyhu Soldiers Memorial Hall and Recreation Reserve Special Committee	
Community Representatives	Period of appointment
Neil Jarrott	Three years from 1 July 2015
Josie Sampson	
Miriam Balfour	
Graham Batten	
Helen Baker	
Peter Shanley	
Alan Sampson	
Lloydie Batten	
Travis Wright	
Frederick Baker	
Myrrhee Hall Special Committee	
Community Representatives	Period of appointment
Donna Hancock	Three years from 1 July 2015
Robyn Kilgour	
Kate Livingstone	
Sharon Jarrott	
Neville Hancock	
Geoff Lacey	
Carol Kunert	
North Wangaratta Sports Reserve Special Committee	
Community Representatives	Period of appointment
Margaret Pullen	Three years from 1 July 2015
Michael Glenister	
User Group – North Wangaratta Football/Netball Club	
Kevin Hogan	
Janice Grady	
User Group – Wangaratta Clay Target Club	

Brad Sparling	
Kudri Demaj	
Old Murrumgee Hall Special Committee	
Community Representatives	Period of appointment
Maureen Rae	Three years from 1 July 2015
Brian Rae	
Gordon Anderson	
Denise Rae	
John Bradford	
Oxley Shire Hall Special Committee	
Community Representatives	Period of appointment
Don Heath	Three years from 1 July 2015
Clare Cowdery	Janet Heath
Sally Day	Nellie Van Der Heyden
Susan McGregor	Paula McGavin
Erica Pike	Barbara Godde
Margo Ingwersen	Dianne Feldtmann
Bruce Uebergang	Tony Ciavarella
Heather Lucas	Neil Brock
Jason Mullins	Alison Stephens
Neil Barclay	Arthur Parker
Sally Rodgers	
Wangaratta Showgrounds Special Committee	
User Group – AFL NE Border	Period of appointment
John O'Donohue	Up to 31 July 2016
User Group – Wangaratta District Junior Football League	
Jeremy Wilson	
Everton Hall and Sports Complex Special Committee	
Community Representative	Period of appointment
Conrad Brown	Up to 30 June 2017

- 2. notify all nominees of the outcome of the appointment process by letter;**
- 3. write to each Section 86 Special Committee advising of Council's decision;**
- 4. provide information to newly appointed members regarding responsibilities of being a Section 86 Special Committee Member;**
- 5. in accordance with the provisions of Section 81 (2A) of the Local Government Act 1989, maintains the exemption for all members of its Special Committees who are not Administrators from the obligations to submit returns of interest; and**
- 6. approve the revised Instrument of Delegations and Charter for Council's North Wangaratta Sports Reserve Special Committee and it be signed and sealed by the Council.**

Administrator Ailsa Fox seconded the motion.

The amendment became the motion and was put and carried.

Background

Council has 16 COM established under Section 86 of the *Local Government Act 1989* for the purpose of managing and controlling activities at Council owned/managed facilities. Under Section 86 of the *Local Government Act 1989* provides council may delegate certain functions, duties or powers to a COM.

Some committees have received fewer than the stipulated number of nominations for community representatives and user groups. Council officers will continue to work with these groups to determine whether further recruitment is required. Although each Special Committee Charter indicates an ideal number of members, historically these numbers have fluctuated and some COM have successfully operated with a small number of members.

Implications

Policy Considerations

Council's policy 'Appointment to Council Committees' applies to this matter. At its discretion, where there are more nominations than vacancies and the nominees address the requirements of the relevant COM, Council may appoint a number of members to the committee greater than that specified in the charter.

For information purposes a table is attached which details the existing and proposed total membership and user groups of the six respective COM which expire on 31 July 2015.

Financial Implications

	2014/2015 Approved Budget for this proposal \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue/Income	nil	n/a	nil	
Expense	\$9,539	n/a	nil	
Net Result	\$9,539	n/a	nil	

Each year council provides from its annual budget a facility maintenance payment to each of the COM's for the general upkeep of its facilities

Legal/Statutory

Council must make formal appointments to Section 86 Special Committees as required by the Local Government Act 1989. The appointment of members to special committees by formal resolution of the council ensures that the powers, functions and duties delegated to these COM's are able to be exercised legally.

Social

Closer links between council and COM's create greater awareness of the needs of the community and of the facilities being managed on council's behalf. The responsibilities delegated to the COM promote the exchange of information between the committee and council. Promotion of the facility by the COM facilitates increased community use.

Environmental/Sustainability Impacts

COM's are responsible for the management of any environmental issues relating to the land upon which their facilities are situated.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This proposal supports the 2013-17 Council Plan:

Objective

2.3 To provide inclusive, accessible and high quality community services

Key Strategic Activities

2.2.1 Support our community to be resilient

2.4.1 Provide the opportunity for everyone to participate fully and contribute to social, economic and cultural life.

Action

2.2.1.2 Develop a policy position that details Council's commitment to the facilitation of community multi-use facilities throughout the municipality that ensures communities have access to facilities that support their social, recreational and learning needs

2.2.1.3 Support initiatives that support the opportunity for community groups, committees and organisations to be self-reliant

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

N/A

b) Other strategic links

N/A

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Governance risk associated with the delegation of Council powers to a committee	Possible	Major	High	The appointment of members by a formal resolution of the Council reduces governance risks by ensuring that all members appointed to a committee are covered by Councils public liability insurance

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Keep informed	<ul style="list-style-type: none"> • Newspaper advertisements • Website announcement • Emails to the COM
Consult	Listen and acknowledge	Council will consult with the COM's prior to making decisions that relate to the facilities
Involve	Work with the respective COM's to obtain feedback	COM's provide an important source of feedback for Council to manage these facilities
Collaborate	Feedback will be incorporated into decisions as far as possible	Council collaborates with its COM's prior to making decisions that relate to the facilities
Empower	Implementation in conjunction with the COM	COM's have delegated powers to make decisions in relation to the day to day management of the facilities

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Options for Consideration

By endorsing the nominations to the COM's Council will be upholding its requirements under *Section 86 of the Local Government Act 1989* and will enable appropriate management of council activities and facilities in relation to the COM's detailed herein.

Conclusion

The appointment of the following nominations to the relevant COM will delegate the management, function and duties of the activities and facilities under the COM's

1. Appoint the following persons as members of the Milawa Public Hall and Park Special Committee for a period of three years from 1 July 2015:

Community Representatives –

Colin Reid
Julie Hourigan
Jill McGillivray
Kerrin Chambers

Judy White
Sally Rodgers
Graham Wilson

2. Appoint the following persons as members of the Moyhu Soldiers Memorial Hall and Recreation Reserve Special Committee for a period of three years from 1 July 2015:

Community Representatives -

Neil Jarrott
Josie Sampson
Miriam Balfour
Graham Batten
Helen Baker

Peter Shanley
Alan Sampson
Lloydie Batten
Travis Wright
Frederick Baker

3. Appoint the following persons as members of the Myrrhee Hall Special Committee for a period of three years from 1 July 2015:

Community Representatives -

Donna Hancock
Robyn Kilgour
Kate Livingstone
Sharon Jarrott

Neville Hancock
Geoff Lacey
Carol Kunert

4. The revised Charter of the North Wangaratta Recreation Reserve Special Committee will now reflect the North Wangaratta Football Club and the North Wangaratta Netball Club as a single entity. This will reduce the total user group representation from eight to six, as follows:

- two representatives from the local community
- two representatives from the North Wangaratta Football/Netball club
- two representatives from the Wangaratta Clay Target club

After consideration of eight nominations received, appoints the following six persons as members of the North Wangaratta Sports Reserve Special Committee for a period of three years from 1 July 2015:

Community Representatives -

Margaret Pullen
Michael Glenister

User Group – North Wangaratta Football/Netball Club -

Kevin Hogan
Janice Grady

User Group – Wangaratta Clay Target Club –

Brad Sparling
Kudri Demaj

Notification will be given to all nominees advising of the results of the North Wangaratta Sports Reserve Special Committee appointment process.

5. Appoint the following persons as members of the Old Murrumgee Hall Special Committee for a period of three years from 1 July 2015:

Community Representatives -

Maureen Rae
Brian Rae
Gordon Anderson
Denise Rae
John Bradford

6. Appoint the following persons as members of the Oxley Shire Hall Special Committee for a period of three years from 1 July 2015:

Community Representatives -

Don Heath	Janet Heath
Clare Cowdery	Nellie Van Der Heyden
Sally Day	Paula McGavin
Susan McGregor	Barbara Godde
Erica Pike	Dianne Feldtmann
Margot Ingwersen	Tony Ciavarella
Bruce Uebergang	Neil Brock
Heather Lucas (new)	Alison Stephens (new)
Jason Mullins (new)	Arthur Parker (new)
Neil Barclay (new)	Sally Rodgers (new)

7. Council hereby accepts the resignation of Ken Farrell as a representative of the Junior Football League on the Showgrounds Special Committee. Council acknowledges his extensive years of service to the Wangaratta Showgrounds Special Committee.

Council supports the appointment of the following as additional members of the Wangaratta Showgrounds Special Committee which will expire on 31 July 2016:

User Group - AFL NE Border

John O'Donohue

User Group – Wangaratta District Junior Football League

Jeremy Wilson

8. Appoint the following as an additional member of the Everton Hall and Sports Complex Special Committee which will expire on 30 June 2017:

Community Representative -

Conrad Brown

Attachments

- 1 New Charter - North Wangaratta Recreation Reserve
- 2 Table of Section 86 nominations

Gallery Questions

Jim Lewis asked why some committees are larger than others.

Chair Administrator Ailsa Fox responded that some communities have very enthusiastic community members.

Administrator I Grant welcomed existing members and new members to the Committees and thanked them for their significant contribution which they have made to their communities.

14.2 2014-15 COMMUNITY GRANTS PROGRAM - MAJOR CATEGORY

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Acting Manager - Community and Recreation
File Name: Community Grants
File No: 68.040.001

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to provide a recommendation for the endorsement of applications received under the 2014/15 Community Grants Program – Major Category. Council provides a Community Grants Program to assist community groups, clubs and organisations. An assessment of applications received under the 2014/15 Major Category has been completed and the recommended projects for funding are provided in this report.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator I Grant)

- 1. That Council endorse the allocation of the 2014/15 Community Grants Program – Major Category as detailed in the following table:**

Name of Community Group/Club/Organisation	Project Name	Amount Requested \$
North East Regional Pre-School Association (NERPSA)	Parent Information Forum	2,335
Carboor Hall Committee and Rec Reserve & Carboor Rural Fire Brigade	Communication Smart Repeater Station	1,000
Community Food For All Network	Wangaratta Community Food Hub - Stage 1 - Feasibility Study	10,500
Wangaratta Urban Landcare Group	Significant Trees of Wangaratta Self Guided Walking Tour	2,000
Wangaratta Woodworkers Inc	Demonstration Lathe	3,000
YMCA Wangaratta	Y not cycle! (a cycling initiative for RCOW)	6,600
The Ovens Learning Community: Carraragarmungee PS, Everton PS Glenrowan PS, Milawa PS, Oxley PS, Winton PS, Whorouly PS	OLC Mindfulness Program and the 'Ride for Rural Minds'	5,000
TOTAL REQUEST		\$30,435

- 2. That the remaining balance of \$57,311 be allocated to undertake the**

<i>installation of an accessible, unisex toilet at the West End Gathering Place. carried.</i>
--

Background

The aim of the Community Grants Program (CGP) is to provide financial assistance to local community groups, clubs and organisations for the development of programs, activities and projects that will develop and enhance the social, cultural and environmental experience for the residents of the Rural City of Wangaratta.

The CGP enables Council to support initiatives developed by the local community which add to the overall quality of life for the residents of the Rural City of Wangaratta.

Following the review of the Community Grants Program, recommendations to improve the efficiency and effectiveness of the program were considered in redesigning the Community Grants – Major Category. The changes implemented were:

- Setting no upper limit on the amount of funds requested, as long as the group/organisation could commit \$1:1
- The project needed to be something new and innovative which had the potential to address a community need or provide social impact
- The scrutineering panel to be made up of an Administrator, Director, Manager, Officer and the 2015 Australia Day Citizen of the Year recipient.

The process includes an Expression of Interest (EOI) submission followed by scrutineering to measure and score the projects against the criteria. The projects were then ranked to inform recommendations for consideration by Council Administrators.

The major category EOI process was open and advertised from Friday 10 April 2015 to Friday 8 May 2015. Council received 21 EOIs for projects requesting a total of \$254,332. The EOIs were considered by a scrutineering panel and 10 projects deemed eligible were scored.

The panel assessed each EOI for eligibility using the scrutineering matrix and Grant Guidelines.

The most common issues with ineligible projects submitted were that:

- the projects were existing in Council's program of works or seen as Council's responsibility
- the applicants had not investigated other opportunities for funding.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

The total budget allocation for 2014/15 for the Major category is \$87,746 (GST exclusive). Community groups can apply for funds with no upper limit as long as they commit \$1:1 of which their contribution is made up of at least 50% cash. Out of the top 7 scoring projects, the amount requested totalled \$30,435; leaving a balance of \$57,311. It is recommended that this balance be reserved to undertake the installation of an accessible, unisex toilet at the West End Gathering Place.

The applications were assessed and scored according to the criteria and ranked in order of highest to lowest priority as follows:

Name of Community Group/Club/Organisation	Project Name	Amount Requested \$
North East Regional Pre-School Association (NERPSA)	Parent Information Forum	2,335
Carboor Hall Committee and Rec Reserve & Carboor Rural Fire Brigade	Communication Smart Repeater Station	1,000
Community Food For All Network	Wangaratta Community Food Hub - Stage 1 - Feasibility Study	10,500
Wangaratta Urban Landcare Group	Significant Trees of Wangaratta Self-Guided Walking Tour	2,000
Wangaratta Woodworkers Inc	Demonstration Lathe	3,000
YMCA Wangaratta	Y not cycle! (a cycling initiative)	6,600
The Ovens Learning Community: Carraragarmungee PS, Everton PS Glenrowan PS, Milawa PS, Oxley PS, Winton PS, Whorouly PS	OLC Mindfulness Program and the 'Ride for Rural Minds'	5,000
TOTAL REQUEST		\$30,435

Legal/Statutory

There are no legal/statutory implications identified for the subject of this report.

Social

Primary social implications relate to the impact unfunded projects may have on community initiatives and projects. All unsuccessful projects are supported to develop their projects and applications to strengthen future funding opportunities – both within Council and through other avenues.

Environmental/Sustainability Impacts

There are no environmental/sustainability impacts identified for this subject of this report.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

2.2 To improve community wellbeing

Key Strategic Activities

2.2.1 Support our community to be resilient

Action

2.2.1.3 Support initiatives that support the opportunity for community groups, committees and organisations to be self-reliant

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

Community groups continue to provide a substantial backbone to our personal and collective wellbeing. Community groups are well supported by volunteers, other groups, governments and local businesses.

Maintain a strong volunteer base across the community into the future.

b) Other strategic links

Rural City of Wangaratta Municipal Public Health and Wellbeing Plan 2013-2017

- 4.3.2 Increase community participation for all residents, particularly those at risk of social isolation.
- 4.3.2.1 Support activities that build community and social networks.
- 4.3.2.2 Deliver programs and activities that facilitate intergeneration action and foster community inclusion.
- 4.3.2.3 Provide support to community groups and organisations to seek opportunities for innovation, collaboration and community strengthening.

- 4.4.3 Support our community to be resilient.
- 4.3.2.5 Support and encourage volunteering throughout the community.
- 4.5.1 Support education programs, increased information and activities that encourage a positive and holistic approach to a healthy life.
- 4.5.2 Develop infrastructure, programs and resources that support and facilitate affordable active living.
- 4.5.3 Support and advocate for affordable access to healthy food.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Community's ability to contribute committee cash/in-kind	(3) possible	(2) minor	Medium	Close grant management throughout project implementation.
Community's capacity to implement project with available volunteer capacity	(3) possible	(2) minor	Medium	Continual monitoring throughout project implementation

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Internal staff	Lotus Notes Noticeboard
Consult	Internal & external stakeholders	In person
Involve	Unsuccessful applicants	Face-to-face, phone
Collaborate	Unsuccessful applicants for other funding opportunities	Email, face-to-face
Empower	Successful applicants	Letter, email, phone, face-to-face

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Conclusion

The applications received in 2014/2015 Community Grants-Major Category are worthy projects identified as priorities for that group and/or the community.

The recommendation has been determined utilising a thorough assessment process and is submitted for Council's consideration.

Attachments

Nil.

Gallery Questions

Jenny Hart asked if there were guidelines or criteria for community organisations to apply for a grant.

Marcus Forster, Acting Manager Community and Recreation responded that there were guidelines around the types of groups who could apply and assessment criteria relating to the category.

Jenny Hart responded that the organisation who got second highest was the YMCA who have a partnership agreement with Wangaratta for millions of dollars to operate its centre and queried their interest in seeking a grant from the Rural City of Wangaratta.

Chair Administrator Ailsa Fox responded that the panel of Administrators sat on the assessment panel and were satisfied with the grants allocated and that the groups met the criteria.

14.3 DOMESTIC PROPERTY MAINTENANCE SERVICES

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Infrastructure Services
File Name: Domestic Property Maintenance Services
File No: 30.076.031

Executive Summary

This report is presented to Council to approve the appointment of a panel of contractors to carry out Home and Community Care Domestic Property Maintenance Services.

RECOMMENDATION:

(Moved: Administrator A Fox/ Administrator R Roscholler)

1. That Contract C1415/031 for the Domestic Property Maintenance Services be awarded to a panel of providers, comprising:

- ***Your Old Mate***
- ***Bell's Home Maintenance***
- ***Jim's Mowing Wangaratta North***
- ***The Handy Gardener***

2. Authorise the Chief Executive Officer to sign and seal all the relevant contract documents for Contract C1415/031 for the Domestic Property Maintenance Services panel of providers when available.

carried.

Background

The purpose of this tender was to:

1. Identify the extent of domestic property maintenance service providers available to Council for this contract service.
2. Establish a panel of contractors to meet service targets and fluctuating demand due to the sustainability project / weather conditions for the initial period of July 2015 to June 2018 with options to extend for an additional two years.
3. To establish a service that is cost neutral to the Rural City of Wangaratta.

Tenders for the Home and Community Care (HACC) Domestic Property Maintenance Services were invited through an advertisement in The Chronicle newspaper on 24 April 2015. The tender process closed at 2.00pm on Tuesday, 19 May 2015. No pre-tender meeting was held for this contract.

Evaluation Panel

The evaluation panel for this tender comprised Council's Team Leader Aged & Disability, Community Care Coordinator and Engineer – Projects.

Tenders Received

There were eight tenders received for HACC Domestic Property Maintenance Services, as follows:

No.	Tenderer
1	Your Old Mate
2	Bell's Home Maintenance
3	Cann-Care
4	Goulburn & Murray Enterprises (GAME)
5	Jim's Mowing Wangaratta North
6	L & KL Adamo Pty Ltd
7	Dayman Management Pty Ltd
8	The Handy Gardener

All tenders were deemed by the evaluation panel to be conforming in accordance with the Conditions of Tendering.

It is noted that Bell's Home Maintenance is only available to provide safety or occupational therapy property modification; Cann-Care is only available for Wangaratta property maintenance services and The Handy Gardener is only available for rural property maintenance services.

Evaluation Of Tenders

In accordance with the Conditions of Tendering, the evaluation panel used the Weighted Attribution Method to assess the tenders in order to determine the preferred tenderer.

The Weighted Attribution Method allows a point score for both price and non-price attributes to be allocated during the evaluation of tenders.

The evaluation criteria used by the evaluation panel was as follows:

Criteria	Description	Weighting
Tendered Price	Tendered rate/price submitted	40%
Capabilities/competence to perform the work required	Experience in previous/similar works	30%
Customer Service	Demonstrated understanding of client needs, flexible and empathetic approach to providing service	30%
		100%

During the evaluation process each tender was evaluated on the criteria nominated. Points (P) in the range of 1 to 100 were then allocated within the following table:

P	Evaluation Result	Criteria
100	Exceptional	Demonstrated capacity exceeds all required standards and innovations proposed.
90	Excellent	Demonstrated capacity exceeds all required standards.
70	Good	Complies with all required standards and capacity demonstrated.
50	Satisfactory	Complies with relevant standards without qualifications.
30	Marginal	Complies with relevant standards with qualifications.
0	Unsatisfactory	Fails to satisfy required standards.

After the allocation of the point scores, the points awarded to each criteria were multiplied by the weighting nominated in the evaluation criteria and summed to determine an overall evaluation score.

The summary of the scores obtained by this method are as follows:

Tenderer (Domestic Property Maintenance)	Score
Your Old Mate	65
Bell's Home Maintenance	64
Cann-Care	36
Game Traffic & Control	48
Jim's Mowing Wangaratta North	53
L&K Adamo Pty Ltd	26
Dayman Management Pty Ltd	36
The Handy Gardener	59

The higher value reflects the more favourable assessment. Although in this tender, the intention is to appoint a panel of contractors to carry out the HACC Domestic Property Maintenance Services. Based on the above assessment scores the preferred tenderers are Your Old Mate, Bell's Home Maintenance, The Handy Gardener, and Jim's Mowing Wangaratta North.

Of the preferred tenderers, a successful reference check was carried out on Your Old Mate; the remaining preferred tenderers did not require reference checks as they are current or past service providers.

The allocation of works will generally be based on the specific skills offered by each tenderer and work load.

Policy Considerations

Council's Procurement Policy relates to this report.

Financial Implications

The delivery of this service has been established to be 'cost neutral' to Council. The associated budget varies according to demand each year.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

2.3 To provide inclusive, accessible and high quality community services

Key Strategic Activities

2.3.2 Support the development of integrated health provision

Action

2.3.2.1 Work with service providers to enhance and improve delivery of aged care and community support services

Conclusion

The evaluation panel recommends the following panel of tenderers be appointed to provide Domestic Property Maintenance Services as tendered.

- Your Old Mate
- Bell's Home Maintenance
- Jim's Mowing Wangaratta North
- The Handy Gardener

Attachments

1 C1415-031 Domestic Services Evaluation report - Confidential

Gallery Questions

Nil.

14.4 APPOINTMENT OF COUNCIL REPRESENTATIVE (OFFICER) TO THE HIGH COUNTRY LIBRARY CORPORATION BOARD

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Community Wellbeing
File Name: High Country Library Corporation
File No: 69.010.001

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council seeking changes in the appointment of Council Officers to the board of the High Country Library Corporation (HCLC).

RECOMMENDATION:

(Moved: Administrator A Fox / Administrator I Grant)

That Council:

1. appoint Jaime Carroll – Director Community Wellbeing as the Council Officer Representative for the Rural City of Wangaratta upon the board of the High Country Library Corporation until the HCLC service review is complete

2. appoint Penny Hargrave – Manager Arts, Culture and Events as the deputy Council Officer Representative for the Rural City of Wangaratta upon the board of the High Country Library Corporation until the HCLC service review is complete.

carried.

Background

The HCLC is a Regional Library service formed in 1996 in accordance with Section 196 of the *Local Government Act 1989* between Alpine Shire Council, Benalla Rural City Council, Mansfield Shire Council and the Rural City of Wangaratta (RCoW). The HCLC serves a total population of 64,000.

The HCLC is currently undertaking a review of library services. This has created the need for the current Council Officer Representatives roles to be amended until this review is complete. As per the HCLC Agreement each member is required to have two representatives upon the board.

The Wangaratta Library is one of the largest joint use libraries in Australia and involves a partnership between the Rural City of Wangaratta, Goulburn Ovens Institute of TAFE and the HCLC.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

There are no financial implications identified for the subject of this report.

Legal/Statutory

The HCLC Board comprises a Councillor/Administrator, and a Council Officer or Community Representative from each municipality. Board meetings are held bi-monthly.

In March 2015 Penny Hargrave – Council's Manager Arts, Culture and Events was appointed as the Council Officer Representative for the Rural City of Wangaratta on the board of the HCLC. Whilst Jaime Carroll- Director Community Wellbeing was appointed as the deputy Council Officer Representative for the Rural City of Wangaratta on the board of the HCLC.

Administrator Ailsa Fox is currently Wangaratta's Councillor / Administrator Representative.

Under Clause 3.2 of the Regional Agreement between member Councils, Council can also appoint both a Councillor/Administrator and Community Member or Council Officer as deputy, who would have the right to vote in the absence of the nominated permanent Representatives. Administrator Irene Grant is the Rural City of Wangaratta's deputy Councillor/Administrator representative.

Social

The HCLC Board is focused on providing every member of the community free access to resources, information and programs that promote reading, learning and social interaction.

The *Wangaratta Library Strategic Plan* builds on the universal priorities adopted by public libraries around the world:

- Social inclusion
- Technology and innovation
- Reading and information literacy
- Community engagement
- Lifelong learning

Environmental/Sustainability Impacts

There are no environmental/ sustainability impacts identified for this subject of this report.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

2.4 To improve opportunities for all residents to participate in a range of community and cultural activities and access a range of learning opportunities throughout life

2.5 Ensure participation and access for all.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

N/A

b) Other strategic links

N/A

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
No representation from RCoW at Board meetings	Likely	No voting rights exercised	Moderate risk	Ensure appropriate deputy arrangements are in place.

Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Conclusion

This appointment ensures Council's appropriate participation within the HCLC. This supports the delivery of quality and inclusive library services for the residents within the municipality.

Attachments

Nil.

Gallery Questions

Nil.

14.1 MURRAY TO MOUNTAINS RAIL TRAIL - WANGARATTA TO WHITFIELD RAIL TRAIL

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Community Wellbeing
File Name: MURRAY TO THE MOUNTAINS RAIL TRAIL INFORMATION / ISSUES
File No: 78.030.002

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to respond to the petition submitted by the Moyhu Action Group regarding the construction of the Wangaratta to Whitfield Rail Trail. The report provides additional information regarding the project raised by the petition - Stage 3 of the Murray to Mountains Rail Trail.

RECOMMENDATION:

That Council:

1. *continue to actively participate in the Hume Region Tracks and Trails Committee; and*
2. *continue to advocate and lobby and seek future State and Federal Government, and external funding opportunities, in order to further progress the construction of the Oxley to Whitfield Rail Trail.*

Chair Administrator A Fox moved that the report be deferred to a future Council meeting .

Administrator I Grant seconded the motion.

The amendment became the motion and was put and carried.

Background

This report has been presented to respond to requests raised within the petition submitted by the Moyhu Action Group containing 690 signatures. The petitioners request that Council commence the construction of the Wangaratta to Whitfield Rail Trail (Stage 3 of the Murray to Mountains Rail Trail).

The Oxley to Whitfield trail has been identified as a trail that will enhance the quality and diversity of regionally significant track / trail experiences within the Hume Region as part of the Hume Region Significant Tracks and Trails Strategy

(HRSTTS) 2013 – 2022. This trail is prioritised fifth on the recommended list of track and trail developments within the Hume Region and whilst it has been identified as a priority for the Rural City of Wangaratta, indicative costings for construction total approximately \$6.9M.

In order for the construction of the Wangaratta to Whitfield Rail Trail to proceed, Council will require significant partnered funding from external funding bodies, currently of which none are available.

A Hume Region Tracks and Trails Committee, comprising Local Government representatives, Department of Environment, Land, Water and Planning, Parks Victoria, Sport and Recreation Victoria, Regional Development Victoria, Hume Regional Development Australia and community representatives, meets regularly to progress the recommendations within the HRSTTS and investigates funding opportunities to further progress the recommended track/trail priorities within the Hume region.

Each Local Government Authority continues to pursue tracks and trails projects in their own municipality, with the HRSTTS adding value through a clearly articulated regional strategic framework, enhancing future funding opportunities.

Implications

Policy Considerations

When Council's Recreation and Open Space Strategies are due for review, they will be updated accordingly to reflect reference and linkages to the HRSTTS.

Financial Implications

Future financial contributions to track / trail developments will be presented as part of the annual budget consideration processes. It is expected that funding would continue to be sought for projects such as the construction of the Oxley to Whitfield Rail Trail, in line with the priority list outlined in the HRSTTS.

Legal/Statutory

Any considerations for legal / statutory impacts on future track or trail development will be reviewed and given consideration according to the prioritisation tool for rating tracks and trails in the HRSTTS.

Social

Any considerations for social impacts on future track or trail development will be reviewed and given consideration according to the prioritisation tool for rating tracks and trails in the HRSTTS.

Environmental/Sustainability Impacts

Any considerations for environmental / sustainability impacts on future track or trail development will be reviewed and given consideration according to the prioritisation tool for rating tracks and trails in the HRSTTS.

Economic Impacts

It is estimated that the trail construction will cost approximately \$6.9M.

Council Plan- Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Key Strategic Activities

3.3.1 Facilitate the promotion of visitor attraction.

Action

2.6.1.1 Continue to plan and develop high quality, accessible pathways that build local and regional connections.

3.3.1.8 Develop the opportunities for economic benefit from outdoor, nature based and recreational activities.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

The 2030 Community Vision has strong focus on cycling tracks / trail development and the benefit they provide to the community, these outcomes are:

- Achieve improved public transport and cycling linkages between townships and Wangaratta; and
- Tourism continues to thrive, with visitors attracted to the region's natural beauty, food and wine, cycling tracks, arts facilities, cultural heritage and festivals.

b) Other strategic links

- a) Hume Region Significant Tracks and Trail Strategy;
- b) Tourism North East Strategic Plan;
- c) Hume Region Strategy for Sustainable Communities; and
- d) Victorian Trails Strategy.

Risk Management

There are no risks associated with the subject matter of this report.

Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Conclusion

Whilst Oxley to Whitfield Rail Trail is an identified priority for the Rural City of Wangaratta on the recommendation list within the HRSTTS, indicative costings for construction total approximately \$6.9M. External funding opportunities are not currently available to allow further progression of the construction of the Oxley to Whitfield trail. Therefore Council funds have not been allocated for this project as part of the 2015-16 Budget.

Council will continue to actively participate in the Hume Region Tracks and Trails Committee and will endeavour to advocate and lobby to seek available State, Federal and other external funding opportunities in the future to further progress the construction of the Oxley to Whitfield Rail Trail.

Attachments

Nil.

Gallery Questions

Nil.

15. INFRASTRUCTURE SERVICES

15.1 CONSTRUCTION OF HP BARR MULTISPORT PAVILION AND SITE WORKS

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Projects Coordinator
File Name: C1415/005
File No: 30.076.005

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to detail the evaluation process and to submit a recommendation for appointment of the contractor for the Construction of the HP Barr Multisport Pavilion and Site Works.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator A Fox)

That Council:

- 1. awards Contract C1415-005 for the Construction of the HP Barr Multisport Pavilion and Site Works to Crow Constructions***
- 2. allocates an additional amount of \$115,823 to this project in the 2014/15 Budget from the Local Government Infrastructure Program***
- 3. authorises the Chief Executive Officer to sign and seal all the relevant contract documents for Contract C1415-005 for the Construction of the HP Barr Multisport Pavilion and Site Works when available; and***
- 4. discloses the contract price for Contract C1415-005 for the Construction of the HP Barr Multisport Pavilion and Site Works.***

Carried

Chair Administrator A Fox disclosed the price for Contract C1415-005 for the Construction of the HP Barr Multisport Pavilion and Site Works of \$934,864 exc GST.

Background

This report arises from a Council's decision to construct a multi-sport Pavilion and upgrade the tennis, netball and cricket facilities in the HP Barr Reserve sports precinct.

Following a consultation and design process a tender was prepared and advertised for submissions by suitable contractors for the construction of the Multisport Pavilion and site works.

Contract Details

Tenders for construction of HP Barr Multisport Pavilion and Site Works were invited through advertisements as follows:

<u>Newspaper</u>	<u>Date</u>
Chronicle	10 April 2014

<u>Electronically</u>	
Tenderlink	10 April 2014

Tenders closed at 2.00pm on Tuesday 5 May 2015.

There was a no pre-tender meeting for this contract.

Evaluation Panel

The evaluation panel for this tender comprised Council's Manager – Technical Services, Projects Coordinator and JMA Architects, Senior Project Architect.

Tenders received

Five tenders were received as follows

Tenderer
Kennedy Builders
Browns
Contract Control
Crow Construction
BJ & PA Maginnity/Magi-Build Building Contractors

All five tenders were deemed by the evaluation panel to be conforming in accordance with the Conditions of Tendering.

Tender Evaluation

The tender was evaluated in accordance with evaluation criteria set out in the Conditions of Tendering. The evaluation criteria are based upon a Weighted Attribution Method as follows:

Criteria	Description	Weighting
Tender Price	Total price of the work	50
Capacity to carry out contract works	Contractor's capacity to perform contract works using scheduled plant and resources	20
Experience in similar contract works	Contractor's capability to perform contracts works based on experience and past performance in previous similar works	20
OH&S systems and Environmental Management	Contractor's level of certification and commitment to OHS and Environmental Management	10
	Total	100%

Panel members assigned a score (maximum 100) to each criterion (as shown below) and then weighted the average score to produce a final Weighted Attribution Method Score.

Points	Evaluation Result	Criteria
100	Exceptional	Demonstrated capacity exceeds all required standards and innovations proposed.
90	Excellent	Demonstrated capacity exceeds all required standards.
70	Good	Complies with all required standards and capacity demonstrated.
50	Satisfactory	Complies with relevant standards without qualifications.
30	Marginal	Complies with relevant standards with qualifications.
0	Unsatisfactory	Fails to satisfy required standards.

Evaluation Scores

The summary of the scores obtained by this method are as follows:

Tenderer	Score
Kennedy Builders	63
Browns	65
Contract Control	65
Crow Constructions	68
BJ & BA Maginnity/Magi-Build Contractors	56

The higher value reflects the more favourable assessment. From this method of assessment, Crow Constructions was deemed to be the preferred tenderer.

Council requested clarification and further information for various tender items in relation to the compliance of the submitted tender. The preferred tenderer has confirmed that their tender is fully compliant with the drawings and specification.

Implications

Policy Considerations

There are no specific Council policies or strategies that relate to this report.

Financial Implications

Based on the recommended tender the overall cost of the project is \$115,823 over the approved budget. Potential savings are being discussed with the preferred contractor however the expected savings won't be significant.

If this project is to proceed additional funds are required and it is recommended that the shortfall be funded from the Local Government Infrastructure Program.

Legal/Statutory

There are no legal/statutory implications identified for the subject of this report.

Social

This project will provide a new Multi-sport Pavilion and two tennis/netball courts as well as an upgrade to the existing cricket training facility at the WJ Findlay Oval. Various sports clubs and recreational users have contributed and will benefit from the improved facilities leading to increased participation in sports and recreation.

Environmental/Sustainability Impacts

There are no environmental/ sustainability impacts identified for the subject of this report.

Economic Impacts

There are no significant economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Clause 2.6.1- To undertake a planned approach to maintaining and improving quality and accessible recreation and sporting facilities and programs.

As per the HP Barr Wangaratta Recreation Parklands Master Plan:

Clause 3.3.6 Integration and Multi-Use Recommendations

“There is a prevalence of single purpose / single use buildings in the Parklands and this is not a situation which Council should accept, given the increased drain this will place on Council resources and the lack of co-operation it encourages between user groups.”

Parklands Master Plan:

Clause 4.5.4- Upgrade two of the existing tennis courts to create two multipurpose courts for use by the Wangaratta Rovers Football Netball Club for netball training purposes and the Wangaratta Hard-court Tennis Association.

Clause 4.5.6- Pending the development of new clubroom and change-room.

Objective

Clause 4.1 To plan for and provide infrastructure appropriate to the community's needs.

Key Strategic Activities

Clause 2.6.1 Undertake a planned approach to maintaining and improving quality and accessible recreation and sporting facilities and programs.

Strategic Links**a) Rural City of Wangaratta 2030 Community Vision**

Sustain viable sporting and recreation organisations.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Contractor going into liquidation	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> Financial checks Prudent contract management
Financial overrun	Possible	Moderate	Medium	<ul style="list-style-type: none"> Effective contract management Consultation with senior management
OH&S incidents on site	Possible	Minor to catastrophic	Medium to High	<ul style="list-style-type: none"> OH&S questionnaire site inductions monitoring by contract supervisor, Safe Work Method statements by contactor for activities Secure workplace

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Keep informed	<ul style="list-style-type: none"> Monthly meetings with relevant sports clubs Announcements on Council's website and in newspaper
Consult	Listen and acknowledge	Council held and will hold monthly meetings with the relevant sports clubs to discuss

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
		requirements and preferences for facilities
Collaborate	Feedback will be incorporated into decisions as far as possible	Feedback by sports clubs has been incorporated in design and tender documentation
Empower	Facility handover to management committee	Council to liaise with relevant clubs regarding the management of the facilities

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Conclusion

Crow Constructions scored highest under the Weighted Attribution Method and was the lowest tendered price therefore, Crow Constructions is the recommended tenderer by the evaluation panel.

Attachments

- 1 C1415-005 HP Barr Multisport Pavilion confidential report - Confidential

Gallery Questions

Nil.

15.2 C1415-048 MOBILE GARBAGE BINS AND KITCHEN CADDIES TENDER

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Infrastructure Services
File Name: C1415/048 - SUPPLY & DELIVERY OF MOBILE GARBAGE BINS & KITCHEN CADDIES
File No: 30.076.048

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to give details of the evaluation of the tender for the supply and delivery of the Mobile Garbage Bins for the collection of Organics waste in the Rural City of Wangaratta.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator I Grant)

That Council:

- 1. That Contract C1415-048 for Supply and Delivery of the Mobile Garbage Bins for the Introduction of the Organics Collection be awarded to Trident Plastics (SA) Pty Ltd.***
- 2. That Contract C1415-048 for Supply and Delivery of the kitchen caddies and the compostable bin liners for the Introduction of the Organics Collection be awarded to SULO MGB Australia Pty Ltd.***
- 3. Authorise the Chief Executive Officer to sign and seal all the relevant contract documents for Contract C1415-048 for the Supply and Delivery of the Mobile Garbage Bins, the Kitchen Caddies and compostable bin liners for the Introduction of the Organics Collection when available.***
- 4. Disclose the contract price for Contract C1415-048 for Supply and Delivery of the Mobile Garbage Bins and Supply and Delivery of the kitchen caddies and the compostable bin liners for the Introduction of the Organics Collection.***

carried.

Chair Administrator A Fox disclosed the price for Contract C1415-048 for Supply and Delivery of the Mobile Garbage Bins of \$621,585 exc GST and Supply and Delivery of the kitchen caddies and the compostable bin liners of \$152,472 exc GST.

Background

Contract C1415-048 is for supply and delivery of Mobile Garbage Bins for the introduction of the Organics Collection and associated changes in accordance with the implementation of Council's Waste Management Strategy.

As part of the specification for the tender, tenderers were invited to submit prices on the following:

- Supply, delivery and distribution of 240 litre mobile garbage bins with the lime green lid within the urban areas of Wangaratta
- Supply, delivery and distribution of 8 litre kitchen caddies within the urban areas of Wangaratta
- Supply, delivery and distribution of one roll of compostable bin liners for the kitchen caddies
- Supply, delivery and distribution of 240 litre mobile garbage bins with a red lid within the rural areas of Wangaratta
- The collection of the existing 140 litre mobile garbage bins from the rural zones
- The disposal and recycling of 140 litre mobile garbage bins from the rural zones

The tenderers were also invited to submit prices for a set of provisional items as listed in the tender documents.

Advertised Contract Dates

Tenders for this contract were invited through advertisements as follows:

The Wangaratta Chronicle	14 May 2015
Tenderlink.	14 May 2015

Tenders closed at 2.00pm on Tuesday 2 June 2015.

There was no pre-tender meeting for this contract.

The tender evaluation panel comprised Council's Manager – Projects & Contracts, Waste Co-ordinator and Senior Engineer

Tenders Received

Five tenders were received from the following suppliers.

Tender
Viscount Plastics Australia Pty Ltd
Trident Plastics (SA) Pty Ltd
SULO MGB Australia Pty Ltd
Mobile Bins Australia
Mastec

The evaluation was completed on a standard list of requirements as nominated in Schedule 2 of the Tender documents.

Tender Evaluation

The tender was evaluated in accordance with evaluation criteria set out in the Conditions of Tendering. The evaluation criteria are based upon a Weighted Attribution Method as follows:

Criteria	Weighting
Price	50%
Quality and Warranty on bins	20%
Ability to meet the timeliness for the delivery of the bins and the caddies	10%
Relevant experience and track record	10%
OH&S	10%
Total	100%

Panel members assigned a score (maximum 100) to each criterion (as shown below) and then weighted the average score to produce a final Weighted Attribution Method Score.

Points	Evaluation Result	Criteria
100	Exceptional	Demonstrated capacity exceeds all required standards and innovations proposed.
90	Excellent	Demonstrated capacity exceeds all required standards.
70	Good	Complies with all required standards and capacity demonstrated.
50	Satisfactory	Complies with relevant standards without qualifications.
30	Marginal	Complies with relevant standards with qualifications.
0	Unsatisfactory	Fails to satisfy required standards.

Summary of the Weighted Attribution Method Score is as follows.

Tenderer	Score
Viscount Plastics Australia Pty Ltd	58
Trident Plastics (SA) Pty Ltd	68
SULO MGB Australia Pty Ltd	63
Mobile Bins Australia	58
Mastec	55

The highest value reflects the most favourable tender assessment.

Implications

Policy Considerations

The awarding of this tender is in accordance with Council's Waste Management Strategy.

Financial Implications

This tender price is within Council's budget allocation for this contract.

Legal/Statutory

There are no legal/statutory implications identified for the subject of this report.

Social

There are no social impacts identified for the subject of this report.

Environmental/Sustainability Impacts

There are significant beneficial impacts in relation to this report as detailed in Council's Waste Management Strategy. The life of Council's landfill at Bowser will be extended.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

4.1 To plan for and provide infrastructure appropriate to the community's needs.

Key Strategic Activities

3.7.2 Develop initiatives for the community to reduce resource use and waste to achieve sustainable living.

Strategic Links**a) Rural City of Wangaratta 2030 Community Vision**

N/A

b) Other strategic links

N/A

Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

The contract is an essential part of the implementation of the Waste Management Strategy and the roll out of the organic collection. The tendered price compares favourably with the budget for these elements of the Waste Management Strategy. The tendered price for the provisional items listed in Schedule 2.1 was lower than all of the other tenderers.

Additionally, as part of this tender, it is recommended that items that are required for spares and the red lids required for the conversion of the lids on the 140 litre bins in the urban areas from a green lid to a red lid be purchased. The tendered price compares favourably with the budget.

Conclusion

All tenderers are capable of carrying out the works. Trident Plastics (SA) Pty Ltd submitted the lowest price and scored highest under the Weighted Attribution Method for the supply and distribution of the mobile garbage bins.

However, for the kitchen caddy, the model tendered by SULO MGB was preferred.

Referees for Trident Plastics rated the firm very highly. We have also had a long standing supply relationship with SULO MGB and they have provided Council with very good quality mobile garbage bins. Consequently, Trident Plastics (SA) Pty Ltd is the recommended tenderer for the supply, delivery and distribution of the mobile garbage bins, and SULO MGB is the recommended tenderer for the supply of the kitchen caddies and bin liners.

Attachments

1 C1415-048 Mobile Bins Evaluation report - Confidential

Gallery Questions

Ann Dunstan asked is there a timeframe around how long Council will provide the bin liners for, as it has been said that if we run out Council will provide a new liner?

Alan Clark, Chief Executive Officer responded that the bin liners are available as needed.

Brian Jones asked how many bins, what goes in and how often bins will be picked up?

Alan Clark, Acting Chief Executive Officer responded that in urban Wangaratta 3 bins; a red lidded bin, a yellow lidded bin and a bright green lidded bin (organics) will be provided.

The red lidded bin will be collected fortnightly, the yellow bin will be collected fortnightly and the green organics bin will be collected weekly.

All rural areas will have two bins a larger red lidded bin and a yellow lidded bin both which will be collected fortnightly. Details of collection have not been confirmed. Negotiations with contractors will be undertaken. The existing contract for yellow lidded bins goes through to November next year.

Jenny Hart stated that as a business analyst the 'misuse case' can be considered in a business case. Has the misuse case of collecting household waste fortnightly instead of weekly been analysed. The impacts that may arise of the misuse of that case?

Alan Clark, Acting Chief Executive Officer responded that he does not believe it is a misuse. Alan added that the project is part of Council's Waste Management Strategy adopted in 2013. It mirrors the strategies that most other councils have adopted. Alan added that other councils that have had this in practice for some time have proven it is viable and we are joining them. There is a large amount of organic waste going into our landfill and over the years this project will save us many millions of dollars.

15.3 WASTE CHARGE POLICY

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Infrastructure Services
File Name: WASTE MANAGEMENT
File No: 72.020.015

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to provide details of changes needed to the Waste Charge Policy for implementation of the Waste Management Strategy and the implementation of the organics collection.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator I Grant)

That Council adopts the Waste Charge Policy to commence from 1 July 2015.

carried.

Background

The policy sets out the basis of fees and charges applied to kerbside waste collection, and waste received at Council's waste sites. It also sets out the basis for any exemptions to these services and associated costs.

The Waste Charge Policy will assist in delivering the outcomes specified in Council's Waste Management Strategy, including the implementation of the organics bin collection service on 1 September 2015 (refer attached draft policy).

Implications

Policy Considerations

The Policy supports the Waste Management Strategy.

Financial Implications

The Policy details all waste fees and charges included in the draft 2015/16 budget.

Legal/Statutory

There are no legal/statutory implications identified for the subject of this report.

Social

There are no social impacts identified for the subject of this report.

Environmental/Sustainability Impacts

The Policy will support Sustainability Victoria's Towards Zero Waste targets, extend the life of the Bowser landfill and reduce its environmental footprint.

Economic Impacts

There are no economic impacts identified for the subject of this report.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

3.7 To establish Council leadership to assist the community to live sustainably.

Key Strategic Activities

3.7.2 Develop initiatives for the community to reduce resource use and waste to achieve sustainable living.

Action

3.7.2.5 Assist the community to reduce litter and recycle away from home in public places and at events – through appropriate infrastructure, information and education.

Strategic Links**a) Rural City of Wangaratta 2030 Community Vision**

In 2030

- The Rural City of Wangaratta is a 'zero waste' community.
- The community's environmental footprint has been substantially lightened.

Consultation/Communication

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

Conclusion

This Policy provides the detail behind the waste fees and charges which are included in Council's draft 2015/2016 budget. These charges reflect the changes to waste management previously adopted by Council.

Attachments

- 1 WASTE CHARGE POLICY

Gallery Questions

Nil.

16. DEVELOPMENT SERVICES

16.1 NORTH WEST AND SOUTH WANGARATTA RESIDENTIAL GROWTH AREAS - DRAFT STRUCTURE PLANS - ENDORSEMENT FOR CONSULTATION

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Principal Strategic Planner
File Name: Residential Growth Areas: North West Wangaratta Residential Growth Area and South Wangaratta Residential Growth Area
File No: 73.010.022 and 73.010.023

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to:

- Provide the background to the preparation of the Wangaratta North Western and Southern Residential Growth Area Structure Plans;
- Provide an outline of the findings of the Structure Planning Report (for each of the study areas, the findings are visually articulated and summarised in the Structure Plans);
- Provide a summary of the next steps in the process required to finalise the plans; and
- Seek Council's endorsement of the draft Structure Plans and Report for public consultation

It is recommended Council endorse the Draft North West and South Wangaratta Structure Plans for public consultation, with an emphasis on engaging key stakeholders in addition to the wider community, to ensure Council achieves a sustainable coordinated approach to the future provision of residential needs.

RECOMMENDATION:

(Moved: Administrator R Roscholler/Administrator I Grant)

That Council:

1. ***endorse the draft Wangaratta North Western and Southern Residential Growth Area Structure Plans and Report, for the purpose of public consultation;***
2. ***review feedback on the draft documents following a public consultation period of no less than 6 weeks; and***

- 3. prepare a final Wangaratta North Western and Southern Residential Growth Area Structure Plans and Report for Council's consideration based on the consideration of submissions received.**

carried.

Background

The Council has a responsibility to facilitate the availability of adequate land for development such as residential, industrial, commercial and community purposes within the municipality. Accordingly, the Council initiated the Population and Housing Strategy project in 2012. Stage I of this project was adopted by Council in 2013 which identifies the two growth areas (North West and South) in Wangaratta for future residential growth. Preparation of structure plans for these growth areas forms Stage II of this project.

Population and Housing Strategy, 2013

The Population and Housing Strategy, 2013 is the overarching policy document that identifies actions to accommodate sustainable growth, and diverse, affordable housing in line with population projections until 2031. This policy was formally adopted by Council in December, 2013. A key short term recommendation to achieve this goal is identified as to:

'Commence the process of structure planning, rezoning, development plan overlay and precinct planning processes for greenfield urban expansion areas to the north-west and south of the City to deliver short to medium term land supply. This process will determine development constraints, housing mix and density, key nodes, community facilities and commercial development, infrastructure requirements and areas of environmental significance.'

The purpose of the report and the plans is to set the strategic land use and planning direction and provide a vision for coordinated development within the growth areas. The report aims to provide guidance about the provision of sustainable housing to meet the needs of the changing community over the next 10-20 years.

The development of the draft North West and South Wangaratta Structure Plans included the following steps:

Background Analysis:

An analysis of the policy context at a local, regional and state level was undertaken to help inform the best location for a study area, and provide an understanding of the factors that influence the transition of the sites from a predominantly agricultural character to a residential community to meet the future housing needs of the municipality.

Stakeholder Issues and Opportunities Engagement:

In April, 2014, a series of workshops were held with key stakeholders and affected landowners. The intention of these workshops was to identify issues that might arise in the process and highlight opportunities to capitalise on existing features of both sites and enhance the potential of the study areas as residential communities. A stakeholder engagement report was prepared and its findings have helped inform the draft report and plans.

Specialist Background Studies:

To further inform the plan from a technical and land use perspective a series of specialist studies were completed. The specialist reports covered the areas of bushfire risk, biodiversity, cultural heritage, drainage infrastructure, and traffic management impacts (focusing on the surrounding neighbourhoods, as a result of increased traffic from the proposed residential areas). These reports are also reflected in the development of proposed road networks.

Preparation of draft North West and South Wangaratta Precinct Structure Plans

The consultants and the Strategic Planning team, have prepared draft structure plans based on the inputs above. The plans and an accompanying report require Council's endorsement for community consultation.

Recommendations:

The draft structure plans recommend neighbourhood activity centres, a network of parks and reserves connecting existing road and shared path networks, protection of significant vegetation and provision of appropriate infrastructure. The plans identify a yield of 1,850 new dwellings in the North West area and 615 new dwellings in the South area, based on an average lot size of 600 square metres. Allowance is also made for some medium density housing.

The draft structure plans consider the need for services like public transport, and community facilities. A proposed engagement plan will provide a further opportunity for authorities to identify any constraints or issues with fulfilling the delivery of the structure plans. Any changes required can be made to the draft and presented to Council at a later time for formal adoption. The Structure Plan documents (inclusive of 2 key plans) are found at Attachment 1.

Discussion

The chart below outlines the basic steps in the process used to adopt a study that provides strategic justification for changing land use (zoning). In this case, change is from a low scale agricultural use to a residential community (a less to more intense land use).

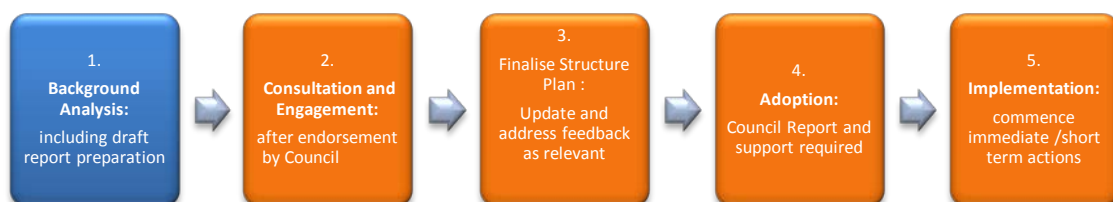


Figure 1: Strategic Study Process

The blue box indicates the step that has occurred to date and the orange boxes indicate the steps required to finalise the structure plans.

Consultation and Engagement (overview):

Whilst input from key service providers and agencies has previously been sought to guide the development of the draft plans, more targeted feedback is required from some agencies to ensure appropriate final plans. Information will be sought

through a comprehensive and targeted consultation process and will further inform the implementation phase. The land owners, stakeholders and the community will be given an opportunity to comment on the draft plans during this process. All submissions will be considered in the preparation of the final Structure Plans.

Infrastructure Contributions:

The cost of providing development infrastructure in green field areas identified for future residential growth is high. Council needs to consider, plan and budget for these costs. A separate study will identify key projects with costings and provide guidance on mechanisms to distribute these costs. This key project will complete the package to be presented to Council for final adoption. Figure 2 illustrates work to be finalised prior to Council adopting the complete North West and South Wangaratta Residential Growth Areas 'package.'

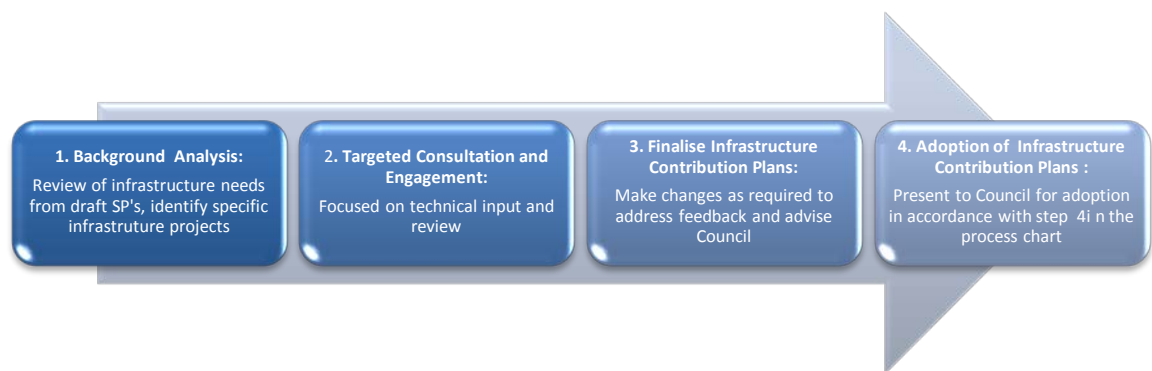


Figure 2: Infrastructure Contributions Study Process

Implications

Policy Considerations

The Population and Housing Strategy, 2013 is Council's adopted position informing population growth and housing stock required to accommodate growth over the next twenty years. This project supports the objectives of the policy.

The project is supported by direction contained in the State Planning Policy Framework (SPPF) and Municipal Strategic Statement (MSS). The SPPF Settlement policy recognises the need to plan for future communities through the provision of appropriately zoned land for housing, employment, recreation, open space, commercial and community facilities and infrastructure. The MSS identifies Wangaratta as best placed to absorb the majority of the municipality's population growth, due to the diverse services it offers.

Financial Implications

The preparation of the draft Structure Plans has been completed with the assistance of planning consultants. This has been financed by the 2014/2015 Strategic Planning Unit budget.

Going forward, there will be some costs associated with the consultation and engagement process (being completed in-house). Further there will be costs associated with finalising and implementing the recommendations of the report. It

is anticipated there will be a cost with the development and management of infrastructure contributions plans, administrative amendment costs, and potential costs associated with a planning panel. These costs will be offset by the overall benefit for the community.

Legal/Statutory

The adoption of these plans will lead to the rezoning of land within both the growth areas from rural to urban uses such as residential, commercial and community purposes. It would also include land required for new roads, retardation basins and public open spaces. To facilitate the development of these growth areas new planning controls will be applied such as Development Plan Overlay (DPO), Development Contributions Plan Overlay (DCPO) and Public Land Acquisition Overlay (PLO).

Social

The draft Structure Plans have been developed to proactively respond to anticipated population growth. The draft structure plans respond to a cultural heritage study, infrastructure studies and Councils Open Space and Recreation Study. These studies inform the location and provision of community facilities and recreational spaces.

Environmental/Sustainability Impacts

The development of the Structure Plans has been informed by a comprehensive Biodiversity Study and Bushfire Risk Study. Significant flora, fauna and habitats are identified on the plans and afforded protection with drainage and recreation reserves and links. Bushfire risk is low, but can be mitigated in each phase of the development process by referring to the recommendations of the study.

Economic Impacts

The draft Structure Plans provide the foundations for well-planned future communities which will provide ongoing support for the commercial enterprise based in central Wangaratta and new enterprises (including the approved supermarket proposal in the south growth area) that will be created within the new communities.

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

3.4 To ensure land use planning provides balanced outcomes for community, growth, existing land use, environment and heritage.

3.7 To establish Council leadership to assist the community to live sustainably.

Key Strategic Activities

3.4.2 Maintain and improve local planning strategies to meet community needs.

3.7.1 Reduce impact of Council's activities and provide leadership in sustainability by demonstrating best practice.

Action

3.4.1.3 Develop structure/development plans for identified future development areas. Consideration as amendments to the planning scheme including contributions by developers

3.7.2.3 Advocate for appropriate support and assist the response to the social needs related to a variable climate.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

This project is consistent with the 2030 Community Vision, which envisages a Wangaratta that has been well planned, providing paced growth in line with the creation of services, infrastructure and employment.

b) Other strategic links

This project is consistent with the Hume Regional Growth Plan, from a sub-regional perspective, which acknowledges that growth will be focused in Wangaratta and the importance of providing sustainable and diverse housing options for the future community.

Risk Management

The greatest risk associated with this project involves the implementation phase, being staging and funding of key infrastructure. Comprehensive consultation with land owners and service providers and progression with a Development Contributions Plan will mitigate this risk.

Risks associated with this matter are considered minor. A greater risk would be to take no action and be faced with the challenge of inadequate housing and services for the future community.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	We will keep you informed.	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.
Consult	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced	To obtain public feedback on analysis, alternatives and/or decisions.

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
	the decision. We will seek your feedback on drafts and proposals.	
Involve	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
Collaborate	N/A	N/A
Empower	N/A	N/A

Public and agency input will be sought to inform the final Structure Plans and Report.

Options for Consideration

Option 1: Recommended

Consider the draft North West and South Wangaratta Structure Plans, make any minor necessary/administrative adjustments and endorse the draft for comprehensive stakeholder and public consultation for no less than 6 weeks commencing early in the 2015/16 financial year. This is the best way to progress the project and develop a strong and sustainable approach to future housing growth.

Option 2: Not Recommended

Consider the draft North West and South Wangaratta Structure plans, and adopt the draft. This is not recommended at this early stage as it would exclude community input into the draft documents.

Option 3: Not Recommended

Do not endorse the plans for consultation. This may create an environment of planning and land use uncertainty, and lead to ad hoc development and erode existing residential amenity. Delaying the project would most likely result in increased costs to Council associated with development pressure, and providing an alternative option to deliver future housing stock. It would leave Council in the position of having an incomplete policy document.

Conclusion

The draft North West and South Residential Growth Area Structure Plans have been developed to implement a key direction of the Population and Housing Strategy, 2013. The plans will sustainably manage future growth and provide the necessary infrastructure and services to support new communities. The plans are underpinned by sound policy and will be strengthened by seeking feedback from key stakeholders and servicing authorities. The endorsement of the draft Structure Plans for consultation is a key step in testing the solutions to population

growth. The consultation process will provide an opportunity to further evaluate detailed issues and opportunities affecting development infrastructure and subsequently provide clear direction around the implementation of the plans. Continuing with this project will enable Council to sustainably manage change in the immediate and long term future.

Attachments

- 1 Growth Area Structure Plans (under separate cover).

Gallery Questions

Joe O'Keefe asked if Council could guarantee that if community members make a submission, it will be treated properly or will it be changed at an officer level to change the intent of the submission? Will submissions be honestly portrayed?

Ailsa Fox responded that all submissions are looked at on face value.

Barry Green, Director Development Services responded that a report is presented to Council and submissions are summarised however do not take out the meaning or intent of a submission. It should be noted that not all the requests made in submissions can be addressed.

Joe O'Keefe asked where is Council's 'head of power' to paraphrase someone else's submission.

Barry Green, Director Development Services responded that summarising submissions for Council reporting is the practice across all of Victoria.

16.2 HERITAGE REVIEW 2015

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Principal Strategic Planner
File Name: Heritage Review, 2015
File No: 73.050.005

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

This report is presented to Council to:

- Provide background to the Heritage Review, 2015
- Identify the properties affected by proposed heritage controls
- Summarise the findings of the review
- Seek Councils endorsement of the draft for public community and stakeholder consultation.

It is recommended Council endorse the draft Heritage Review, 2015 for public consultation for a period of no less than 4 weeks.

RECOMMENDATION:

(Moved: Administrator R Roscholler/ Administrator I Grant)

That Council:

- 1. endorse the draft Heritage Review 2015, for the purpose of public consultation;***
- 2. review feedback on the draft document following a public consultation period of no less than 4 weeks.***
- 3. prepare a final Heritage Review 2015 for adoption by Council based on the submissions received.***

carried.

Background

Rural City of Wangaratta Heritage Study 2004:

The Rural City of Wangaratta has a rich historical context. In 2004, Council undertook the Rural City of Wangaratta Heritage Study. This report outlined a methodology, thematic history, and identified (and compiled individual citations for) approximately 400 sites that were considered to be of State or local significance, and worthy of heritage protection.

This study has been progressively implemented via a series of reviews and planning scheme amendments over a number of years. Full implementation has been restricted due to budgeting constraints, and the resources required to update individual citations to meet the threshold for significance, due to changes to legislation over the years.

Context Consultants undertook the first review and identified 25 rural properties for the application of the Heritage Overlay. On the basis of this review, Planning Scheme Amendment C43 proposed the introduction of planning controls over 25 locally significant rural properties. This amendment was adopted by Council in April 2015 and submitted to the Minister for Planning for approval.

Heritage Review, 2015

The Heritage Review, 2015 is the second review which updates citations for an additional 116 rural properties. These places have been recommended for, and have sufficient detail to support inclusion in the Heritage Overlay. The review has been undertaken by Council's Heritage Advisor. The review explores the history of heritage places in the municipality and steps that have been taken to implement the findings of the Rural City of Wangaratta Heritage Study, 2004. It further explains the methodology behind identifying heritage places, and how each place meets the criteria for HERCOM and the Burra Charter, the tools used for assessing heritage merit. The final part of the report identifies the 116 properties recommended for heritage protection by introducing controls into the Wangaratta Planning Scheme. The report is found at Attachment 1.

Discussion

The chart below outlines the basic steps in the process used to adopt a study that provides strategic justification for introducing heritage controls.



Figure 1: Strategic Study Process

The blue box indicates the step that has occurred to date and the orange boxes indicate the steps required to finalise the Heritage Review, 2015.

Consultation and Engagement (overview):

There will be an opportunity to provide comments on the Heritage Review, 2015 and the citations for the purpose of correcting factual information. Feedback will be sought directly from affected land owners and occupiers, the wider community will be notified by advertisements in the local newspaper and electronic media. All submissions will be considered, however may not always result in requested changes to the draft documents.

Implications

Policy Considerations

In a legislative context the Heritage Act, 1995 and the Aboriginal Heritage Act, 2006 inform the Wangaratta Planning Scheme.

The project is supported by direction contained in the State Planning Policy Framework (SPPF) and Municipal Strategic Statement (MSS) of the Wangaratta Planning Scheme. Both support identification and conservation of heritage places. At the state level, Clause 15.03 Heritage Conservation provides for conservation based on aesthetic, archaeological, architectural, cultural, scientific, or social significance, or otherwise of special cultural value. At the local level Clause 22.06 Environmental Management and Heritage supports this work by using the available planning tools to encourage the conservation of heritage places.

The Rural City of Wangaratta Heritage Study, 2004 provides the foundations for protecting heritage places within the municipality.

Financial Implications

This project is funded by Council under the Strategic Planning 2014-2015 program budget. Further costs will be incurred when a planning scheme amendment is pursued to implement the recommendations of this study.

Legal/Statutory

Council has statutory obligations to protect properties with identified heritage value. Adoption of Heritage Review 2015 report will result in the introduction of heritage controls over the 116 identified properties.

Social

This study strengthens connections to the past by recognising a variety of places that demonstrate connections with particular people, signifying events of a particular era, are representative of architecture and aesthetics, or a cultural, natural or rare place or object. Protecting these places and objects is considered to generate social benefit.

Environmental/Sustainability Impacts

There are no significant environmental/ sustainability impacts identified for the subject of this report. Providing for adaptive reuse of old buildings (for example churches) makes sustainable use of existing buildings and infrastructure.

Economic Impacts

There are no direct economic impacts identified for the subject of this report. There may be financial impacts on property owners if the Heritage Overlay is successfully applied in the future, as applications for planning permit will be

generated for buildings and works that currently do not require such approval. Application of the Heritage Overlay provides the strategic basis for funding applications through Heritage Victoria and other heritage related grants as well as providing opportunities for reuse as described above that may otherwise be prohibited

Council Plan- Objective/ Key Strategic Activity/Action

This report supports the 2013-2017 Council Plan:

Objective

3.4 To ensure land use planning provides balanced outcomes for community, growth, existing land use, environment and heritage.

Key Strategic Activities

3.4.2 Maintain and improve local planning strategies to meet community needs.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

This review is consistent with the 2030 Community Vision particularly '*preserving and celebrating cultural icons*'.

b) Other strategic links

Hume Regional Growth Plan, 2014 – The amendment is consistent with the direction to maintain and enhance cultural heritage assets contained within the Hume Regional Growth Plan, 2014.

Risk Management

A risk assessment has been completed for this project. The risks associated with this review are considered to be minor.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	We will keep you informed.	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.
Consult	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on	To obtain public feedback on analysis, alternatives and/or decisions.

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
	drafts and proposals.	
Involve	N/A	N/A
Collaborate	N/A	N/A
Empower	N/A	N/A

Copies of all individual property citations form part of the Heritage Review 2015 but are not attached here due to bulk (over 500 pages). These citations will be available for public inspection along with the report as part of the formal consultation process.

Officers believe that the documents are now ready for community feedback and are seeking Councils endorsement to undertake consultation.

Options for Consideration

Option 1 (Recommended):

Consider the draft Heritage Review, 2015, make any minor necessary/administrative adjustments and endorse the draft for comprehensive stakeholder and public consultation for no less than 4 weeks commencing early in the 2015/16 financial year. This is the best way to progress the matter and provide information to land owners about the significance of their property.

Option 2: Not Recommended

Consider the draft Heritage Review, 2015, and adopt the draft. This is not recommended at this early stage as it would exclude community input into the draft documents.

Option 3: Not Recommended

Do not endorse the review for consultation. It would lead to an environment of uncertainty and may result in cases where identified properties are vulnerable.

Conclusion

The Rural Heritage Review 2015 has been developed to protect places identified because of their heritage significance. It furthers the implementation of the Rural City of Wangaratta Heritage Study, 2004. Council's endorsement of the report for consultation will give land owners an opportunity to gain an appreciation of the importance of their properties by reviewing and providing comments on the information contained in the report. Continuing this project will allow Council to recognise and protect a large number of properties that contribute to historic significance of the Rural City of Wangaratta.

Attachments

- 1 HERITAGE REVIEW 2015

Gallery Questions

Mathew Salmon asked whether the review included the whole of the municipality or just a section.

Barry Green, Director Development Services responded that the review covers the whole of the municipality, the individual properties cover a very small section.

Paul Walpole referred to his property at Hurdle Creek, where Council has listed the entire property under the heritage study. Paul noted that the heritage review states Council did not have photos and the owner could not be contacted and as a result it was decided that a heritage overlay was to be placed on his entire property including allotment 83 which includes two of his neighbors.

Paul added that having never been contacted, never attempted to be contacted, he would like to know the intention of the overlay on his property and for Council to acknowledge the National Trust classification of the homestead and alter the review document so that it refers to the home and not the whole of allotment 83.

Barry Green responded that in 2004, Council undertook an extensive heritage study and cannot confirm whether Council had tried to contact you or not. The heritage advisor has reviewed the citation for the property. Barry added that the application of the heritage overlay gives the property a greater level of protection than the National Trust classification. The heritage overlay schedule is concerned with significant alternations and ensures that they don't become detrimental to the site. It is about protecting the site and doesn't cover maintenance.

Joe O'Keefe asked that a motion be put from the floor to include Yarrunga Pool, Olympic Pool, the fringing vegetation around King George Gardens and add it to the list.

Chair Administrator Ailsa Fox responded that we do not accept motions from the floor.

17. SPECIAL COMMITTEE REPORTS

Nil

18. ADVISORY COMMITTEE REPORTS

18.1 ADVISORY COMMITTEE REPORTS

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Corporate Services
File Name: Advisory Committees
File No: 10.020.002

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Executive Summary

The Audit Advisory Committee held its quarterly meeting on 11 May 2015.

The Committee has reviewed its Charter and made a recommendation to Council to adopt the revised Audit Advisory Committee Charter.

The changes include the objectives, legal basis for the Audit Advisory Committee, member attendance expectations, sitting member reappointment rules, timing for meeting agendas, internal auditor recommendation endorsement, ethical and lawful conduct monitoring, quarterly Council financial statements review and member register of interests requirements.

The changes proposed have arisen from member experience, better practice guidelines from Local Government Victoria and the Australian National Audit Office and from the need for consistency with other Council governance arrangements.

RECOMMENDATION:

(Moved: Administrator A Fox/ Administrator I Grant)

That Council notes the report and adopts the Audit Advisory Committee Charter 2015.

carried.

Attachments

- 1 AUDIT ADVISORY COMMITTEE CHARTER 2015 - SUGGESTED AMENDMENTS
- 2 AUDIT ADVISORY COMMITTEE CHARTER 2015
- 3 MINUTES OF THE AUDIT ADVISORY COMMITTEE MEETING - 11 MAY 2015

19. RECORDS OF ASSEMBLIES OF ADMINISTRATORS

19.1 RECORDS OF ASSEMBLIES OF ADMINISTRATORS

Meeting Type: Ordinary Council Meeting
Date of Meeting: 16 June 2015
Author: Executive Assistant - Corporate Services
File Name: Assemblies of Council Meeting Notes
File No: 1.020.020

Executive Summary

An “Assembly of Administrators” is a meeting at which matters are considered that are intended or likely to be the subject of a Council decision and is either of the following:

- a meeting of an advisory committee where at least one Administrator is present; or
- a planned or scheduled meeting that includes at least half the Administrators and at least one Council officer.

At an assembly of Administrators, a written record is kept of:

- a) the names of all Administrators and members of the Council staff attending;
- b) the matters considered;
- c) any conflict of interest disclosures made by an Administrator attending; and
- d) whether an Administrator who has disclosed a conflict of interest leaves the assembly.

The written record of an assembly of Administrators is, as soon as practicable:

- a) reported at an Ordinary Meeting of the Council; and
- b) incorporated in the Minutes of that Council meeting.

Date	Meeting details	Refer
9 June 2015	Hearing of submissions for the 2015/16 Budget and 2013 – 2017 Council Plan (2015 Revision)	Attachment
9 June 2015	Meeting to discuss the High Country Library Corporation	Attachment
9 June 2015	Administrators Briefing Forum	Attachment
2 June 2015	Administrators Briefing Forum	Attachment
19 May 2015	Meeting with Frank Darke and Colin Futiere regarding Application for shed	Attachment
26 May 2015	Meeting to discuss Progress on the Co-Store	Attachment
26 May 2015	Administrators Briefing Forum	Attachment

RECOMMENDATION:**(Moved: Administrator R Roscholler/ Administrator I Grant)*****That Council receives the reports of Assemblies of Administrators.******carried.*****Attachments**

1 ASSEMBLIES OF ADMINISTRATORS

Gallery Questions

Gary Nevin referred to three of the meetings within the table which discussed the Rural Land Strategy and asked for a progress report.

Barry Green, Director Development Services responded that a number of meetings have been held with Council's Advisory Committees – The Agricultural and Agribusiness Advisory Committee and the Wangaratta Unlimited Advisory Committee. It is proposed that a revised Strategy will be presented at the July Council Meeting.

20. NOTICES OF MOTION

Nil

21. URGENT BUSINESS

Nil.

22. PUBLIC QUESTION TIME

Brian Jones referred to the Whitfield Council Plan and Budget Roadshow and asked if Council could include these dates for next year on the rate notices to improve awareness?

Ruth Kneebone, Director Corporate Services responded that we are not sure of the dates but if it coincides with a rate notice issue that will be considered.

Hugh McGuire asked how would Council manage injuries at the Splash Park if it is not life guarded or secured?

Alan Clark, Acting Chief Executive Officer replied that life guards are required for pools with some depth and are not required for the Splash Parks.

Hugh McGuire asked what Council will do about vandalism?

Alan Clarke, Acting Chief Executive Officer responded that vandalism is a police matter.

Brian Jones asked if Council could spend so much money on the Splash Park, could they spend a few hundred dollars on filling the pot holes in the entrance of the North Wangaratta Football Ground.

Jenny Hart referred to the winning Splash Park design announcement and asked if Council could confirm that it funded the announcement event at Yarrunga Primary School? Were the school children of Yarrunga who stand to lose the most, clearly advised at this announcement event that they are going to be losing the Yarrunga Pool in order to gain a Splash Park? Do the Administrators believe it appropriate of Council to buy off state school children in this way in order to raise enthusiasm for the idea of the Splash Park and create media propaganda?

Alan Clark, Acting Chief Executive Officer responded that no children are being bought off and the children were very excited about the design of the Splash Park.

Marcus Forster responded that Council did fund the event from funds set aside for community engagement. Principals were contacted and the reason Yarrunga has been chosen was because they had a large building that could be used.

Anne Dunstan referred to the question she asked at the Edi Upper Council meeting and asked when it would be responded to as it has been two meetings since then.

Alan Clark, Acting Chief Executive Officer responded that the question would be taken on notice.

23. CONFIDENTIAL BUSINESS

Nil

24. CLOSURE OF MEETING

The Meeting closed at 7.11pm.