

Agenda

For the Ordinary Council Meeting

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

Date: Tuesday, 15 March 2016

Time: 6:00pm



RURAL CITY OF
WANGARATTA

Brendan McGrath
Chief Executive Officer

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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**

4. **ABSENT**

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

ORDER OF BUSINESS

6. **CITIZENSHIP CEREMONY**

7. **CONFIRMATION OF MINUTES**

RECOMMENDATION:

That Council read and confirm the Minutes of the Ordinary Meeting of 16 February 2016 as a true and accurate record of the proceedings of the meeting.

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.

9. RECEPTION OF PETITIONS

10. HEARING OF DEPUTATIONS

PRESENTATION OF REPORTS

11. ADMINISTRATORS' REPORTS

OFFICERS' REPORTS

12. EXECUTIVE SERVICES

Nil

13. CORPORATE SERVICES

13.1 15/16 LOANS AND BORROWINGS

Meeting Type: Ordinary Council Meeting
Date of Meeting: 15 March 2016
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 2015/16 Budget adopted by Council on the 16 June 2015 and to recommend a funding mechanism for the borrowings of \$2,272,200.

RECOMMENDATION:

That Council:

1. ***Approves the Local Government Funding Vehicle (LGFV) as a new source of funding for future borrowing requirements and participate in the LGFV bond issuance in the second quarter 2016 for an amount of \$2,272,200;***
2. ***Provides a delegation to the CEO to execute 2016 LGFV documentation under the Council common seal subject to the corresponding future borrowings being approved by Council as part of the annual budgeting process.***

Background

The 2015/2016 Budget adopted by Council provided for loan funds totalling \$3,272,200. This loan was intended to partly fund the Livestock Exchange Roofing of \$1,272,200, the delivery of the Aquatics Strategy of \$1,500,000 and the delivery of the CBD Masterplan of \$500,000. As a result of partially deferring the delivery of the Aquatics Strategy and CBD Masterplan the following revised borrowings are now required:

Livestock Exchange roofing	\$1,272,200
Aquatics Strategy implementation	\$ 600,000
CBD Masterplan implementation	<u>\$ 400,000</u>
Total new borrowings	\$2,272,200

Implications

Policy Considerations

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

Financial/Economic Implications

To create a competitive funding option for Victorian councils, the MAV established a Defined Benefit Taskforce in 2012 in response to the \$453m defined benefit shortfall to provide recommendations that will reduce the cost of the shortfall to Councils and reduce the risk of future calls arising. The first recommendation of the taskforce was to establish a working group to:

- develop detailed specifications for a debt placement
- prepare a tender for aggregated debt for the sector
- test the sector's firm commitment to borrowing
- ensure that transactional banking is excluded from the specifications

Aggregated Borrowing

The MAV engaged Ernst & Young's (EY) independent Capital & Debt Advisory team to undertake a funding options analysis to evaluate available funding sources and structures. The EY report identified significant savings could be achieved through aggregating Council borrowings, obtaining a credit rating on a pooled basis and subsequently issuing a bond into the wholesale bond market.

Inaugural LGFV Bond Issuance

Commonwealth Bank of Australia and National Australia Bank were appointed by MAV as co-arrangers for the LGFV bond issuance following an Expression of Interest process. The LGFV successfully carried out a \$240m inaugural bond issuance in November 2014 with 30 Councils participating.

Inter-generational savings

Savings of approximately 50bps (0.5%) to 75bps (0.75%) per annum were achieved in the inaugural LGFV issuance.

The final pricing for the 2016 bond issuance will be determined at the time of the bond issuance via a wholesale market bidding process which ensures transparency, probity and best price. The wholesale market provides a step change improvement in pricing compared to borrowing rates available in the bank market.

	2012/2013 Approved Budget for this proposal \$	This Proposal \$	Variance Approved Budget \$	to	Comments
Borrowings	3,272,200	2,272,200	1,000,000		Deferral of delivery of Aquatics Strategy and CBD Masterplan

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 2015/16 borrowings will provide for the completion of the Livestock Selling Complex roofing project and partial implementation of the Aquatics Strategy and CBD Masterplan in accordance with the 2015/2016 Budget.

Environmental/Sustainability Impacts

LGFV loan terms

Aggregated purchasing arrangements lead to savings where there are standard terms. The 2016 bond issue will be on a 10 year basis with a fixed interest rate and repayment of interest only over the term.

Other terms and conditions such as security, conditions precedent, representations and warranties, covenants and undertakings, event of default and reporting requirements will be in line with existing standard terms in the bank market.

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Sustainable

We will create and deliver:

the Wangaratta Saleyards upgrade.

We will plan and make decisions for the future:

that encourage growth in Wangaratta's CBD and establish it as a regional retail centre.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

N/A

b) Other strategic links

Council's Strategic Resource Plan

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 15/16 Adopted Budget
Consult	Details of budget parameters and new projects	Details of borrowings was included in 15/16 Adopted Budget
Involve	Details of budget parameters and new projects	Details of borrowings was included in 15/16 Adopted
Collaborate	NA	
Empower	NA	

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

Options for Consideration

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. It is recommended to use this facility for the 2015/16 borrowings.

Attachments

Nil.

13.2 APPOINTMENT OF A PRINCIPAL CONDUCT OFFICER

Meeting Type:	Ordinary Council Meeting
Date of Meeting:	15 March 2016
Author:	Manager - Business and Governance
File Name:	Councillor Code of Conduct
File No:	96.005.004

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 facilitate the appointment by the Chief Executive Officer (CEO) of a Principal Conduct Officer as required by the *Local Government Act 1989* (the Act).

RECOMMENDATION:

That Council resolves that the Manager Business and Governance is suitably qualified to perform the functions of the Principal Conduct Officer and therefore eligible to be appointed by the Chief Executive Officer to that role.

Background

One of the recent governance changes to the Act creates a new position of Principal Conduct Officer which must be appointed by each council.

The functions of the Principal Conduct Officer include assisting Council in the implementation and conduct of the internal resolution procedure in their councillor conduct codes and assisting the Principal Councillor Conduct Registrar.

The Principal Conduct Officer must be appointed by the Council CEO in writing and must be either a senior officer as defined in the Act or the subject of a council resolution approving their qualifications for the role.

Implications

Policy Considerations

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

Financial/Economic Implications

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

Legal/Statutory

Section 81Y of the Act provides for the appointment of a Principal Conduct Officer.

S 81Y - Duties of the Chief Executive Officer in relation to councillor conduct panels

(1) The Chief Executive Officer must appoint, in writing, an eligible person to be the Principal Conduct Officer.

*(2) For the purposes of subsection (1), a person is an eligible person if—
(a) the person is a senior officer (other than the Chief Executive Officer); or
(b) the council resolves that the person is suitably qualified to perform the functions of the Principal Conduct Officer.*

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.

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Sustainable

The non-negotiables

All legislative and compliance requirements are met.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Advise the Principal Councillor Conduct Registrar, Local Government Victoria, notice of the appointment and details of the appointee.	By letter

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

Options for Consideration

The requirement to appoint a Principal Conduct Officer is mandatory, however Council could choose to appoint another senior officer within Council.

Conclusion

A council Principal Conduct Officer must be appointed by the CEO and the Manager Business and Governance is suitably qualified to perform those functions. A Council resolution to that effect will ensure compliance with the Act.

Attachments

Nil.

13.3 ELECTION PERIOD POLICY

Meeting Type: Ordinary Council Meeting
Date of Meeting: 15 March 2016
Author: Manager - Business and Governance
File Name: Elections
File No: 50.050.002

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 consider submissions and finalise the process of adopting a major Council policy, the Election Period Policy 2016 (*refer attachment*).

RECOMMENDATION:

That Council considers the submissions on the draft Election Period Policy 2016 and adopts the Election Period Policy 2016 with amendments as required.

Background

Victorian Council elections will be held on 22 October, 2016. *The Local Government Act 1989* (the Act) prescribes the process for conducting local government elections. Section 93B of the Act was introduced in the Local Government Amendment (Improved Governance) Act 2015 and now requires all councils to adopt and maintain an 'election period' policy by 31 March 2016.

The election period policy will explain to the community how Council will conduct its business immediately prior to an election. This is to ensure the election is not compromised by inappropriate electioneering and to safeguard the authority of the incoming council. The policy must cover the following three matters.

1. Preventing inappropriate decisions and misuse of resources
2. Limiting public consultation and council events
3. Equitable access to council information.

Council adopted its current 'Election Period Caretaker Arrangements Policy' at its July 2012 ordinary meeting. Council's 'Major Council Policy Consultation Local Law No. 4 of 2015' prescribes the Election Period Caretaker Arrangements Policy as a 'Major Council Policy' and sets out the procedure for making a change to major council policies.

Policy Considerations

Council's current Election Period Caretaker Arrangements Policy is relevant to this report. The Election Period Policy is a Major Council Policy as defined in Council's 'Major Council Policy Consultation Local Law No. 4 of 2015'. This Local Law prescribes the procedure to make or change a Major Council Policy.

The purpose of this proposed policy is to ensure that:

- The ordinary business of local government in the Rural City of Wangaratta continues throughout the election period in a responsible and transparent manner, and in accordance with statutory requirements and established 'caretaker' conventions; and
- The general elections for the Wangaratta Rural City Council on Saturday 22 October 2016 and any subsequent elections are conducted in a manner that is ethical, fair and equitable and is publicly perceived as such.

This Policy will commit Council, during the election period to:

- Avoid making significant new policies or decisions that could unreasonably bind a future Council
- Ensure that public resources, including staff resources, are not used in election campaigning or in a way that may improperly influence the result of an election, or improperly advantage existing Councillors as candidates in the elections.

The Policy addresses:

1. Commitment
2. Election period notification
3. Major policy decisions prohibition
4. Significant decisions prohibition
5. Use of Council resources
6. Provision of information
7. Public consultation
8. Council communications and publications
9. Public statements
10. Improper use of position
11. Annual Report
12. Social media
13. Functions and events
14. Travel and accommodation
15. Administrator expenditure
16. Advice to candidates about the election process
17. Monitoring and enforcing the policy.

Financial/Economic Implications

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

Legal/Statutory

Section 93B the Act requires Council to prepare and adopt an election period policy by 31 March 2016.

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.

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Sustainable
We are Connected

The Non-negotiables:

All legislative and compliance requirements are met.

We consult and engage effectively with the community and provide information that is clear, accessible and easy to understand about local decision making.

We will plan and make decisions for the future:

developing strategies to ensure an exceptional customer experience and to enhance communication and engagement.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Breaches of legislative requirements under the Act.	Moderate	Moderate	Moderate	Review, consultation and application of Council's Election Period Policy

The policy mitigates exposure to the risk that some election candidates may be unfairly treated during the election process.

Consultation/Communication

Submissions were invited from the community in regards to the policy in accordance with clause 7 of the Local Law.

A notice to this effect was advertised in the Chronicle newspaper and also on Council's website indicating that submissions would be received for 28 days. Submissions are now being considered by Council in relation to this draft policy.

The policy has been developed using better practice advice from the Local Government Professionals Incorporated (LGPro) and the Local Government Investigations and Compliance Inspectorate.

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

Conclusion

The Election Period Policy 2016 has been developed using contemporary better practice advice and has been placed on exhibition for public review and submissions as required by the Major Council Policy Consultation Local law. Should submissions be received, they are being considered by Councillors at this meeting. The policy is recommended for adoption by Council as prescribed by section 93B of the Act, with amendments as that may be incorporated as a result of submissions.

Attachments

- 1 ELECTION PERIOD POLICY

14. COMMUNITY WELLBEING

14.1 REVIEW OF MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2013-2017

Meeting Type:	Ordinary Council Meeting
Date of Meeting:	15 March 2016
Author:	Community and Recreation Officer
File Name:	Community Wellbeing Plan
File No:	75.005.002

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 provide a review of the progress and implementation of the Municipal Public Health Wellbeing Plan (MPHWP).

The Wangaratta Local Government Area Health and Wellbeing Partnership was formed with Council and nine other core service providers to ensure that the MPHWP continues to respond to the needs of the community and to facilitate a strategic response to health and wellbeing priorities in the municipality.

The partnership has monitored the progress of the plan and continues to oversee broader stakeholder forums which involve up to 30 local and regional service providers and organisations. The stakeholder forums provide an opportunity for strategic response to health and wellbeing priorities.

The achievements over the past year of the MPHWP are recorded in an attached implementation table and align with the six priority areas, as follows:-

1. Effective, strategic partnerships
2. Accessible and equitable services and resources
3. Strong and resilient individuals, families and communities
4. A safe and protected community
5. Healthy lifestyles and
6. Economic resilience

Following the review there is no identified need to revise the MPHWP.

RECOMMENDATION:***That Council:***

- 1. Receives the Municipal Public Health and Wellbeing Plan 2013-2017 review report, and***
- 2. Provides a copy of the Municipal Public Health and Wellbeing Plan 2013-2017 review report to the Secretary of the Department of Health.***

Background

Victorian councils have a statutory responsibility for health and wellbeing planning pursuant to section 26 of the *Health and Wellbeing Act 2008* (the Act). The Act strengthens the role of local government as a major partner in the effort to protect public health and prevent disease, illness, injury, disability or premature death, and to contribute to national health priorities.

Under the Act all local government authorities in Victoria are required to develop a MPHWP within 12 months of each general election of the council. Council's MPHWP was adopted on 30 October 2013 and sets broad goals and priorities over a four year period.

Implications**Policy Considerations**

This report relates directly to Council's MPHWP.

Financial/Economic Implications

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

Legal/Statutory

As a requirement of the section 26 of the Act:-

- (4) A Council must review its municipal public health and wellbeing plan annually and, if appropriate, amend the municipal public health and wellbeing plan.*
- (5) Despite subsection (2) (C), a Council is not required to provide for the involvement of people in the local community when reviewing or amending a municipal public health and wellbeing plan under subsection (4).*
- (6) A Council must give a copy of the current municipal public health and wellbeing plan to the Secretary*

Social

The MPHWP provides for the achievement of a number of health and wellbeing objectives in partnership with local providers and organisations.

Environmental/Sustainability Impacts

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

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Healthy

We will research and advocate:

in partnership with the right people to make sure that everyone feels safe in their homes, in their streets and in their community

We will create and deliver:

exceptional services and programs that help our families and children to be healthy, happy and connected

The non-negotiables

Our urban areas and rural townships are safe and friendly, where everyone can participate and contribute.

The health of everyone who lives in and visits our community is protected.

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

b) Recreation and Open Space Strategy

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Monitor MPHWP	Workshop, meetings, email correspondence
Consult		
Involve	Forums, information sharing	Workshop, meetings, email correspondence
Collaborate		
Empower		

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

Options for Consideration

This report is for Council's information.

Conclusion

This report assists Council to fulfil the requirements prescribed within the Public Health and Wellbeing Act 2008.

Attachments

- 1 MPHWP Implementation

15. INFRASTRUCTURE SERVICES

15.1 RURAL TRANSFER STATION REVIEW OUTCOME

Meeting Type: Ordinary Council Meeting
Date of Meeting: 15 March 2016
Author: Executive Assistant - Infrastructure Services
File Name: Rural Transfer Station
File No: 72.020.032

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 summary of the community feedback that has been provided following the public consultation period for the report detailing the review of the rural transfer stations. A petition was also received asking for the Boorhaman transfer station to remain open and is addressed in this report.

RECOMMENDATION:

That Council:

1. ***Close the following transfer stations:***
 - a. ***Boorhaman***
 - b. ***Springhurst***
 - c. ***Whitfield***
 - d. ***Glenrowan***
2. ***Change the opening hours of the remaining transfer stations as follows:***

Transfer Station	Opening Hours
Markwood	1:00pm - 3:50pm – Sunday Fortnightly
Moyhu	9:00am - 11:50am Saturday 9:00am – 11:50am Sunday Fortnightly (alternating)
Eldorado	9:00am - 11:50am Sunday Fortnightly

3. ***That Council investigate the feasibility of offering a weekly waste service for commercial business and public place bins in all rural townships.***

Background

The 2013 Waste Management Strategy highlighted the need for Council to review the operations of the rural transfer stations. It recommended that a review look at the following elements:

- a) the required number of rural transfer stations
- b) the financial performance of the existing rural transfer stations
- c) the municipal footprint of these transfer stations
- d) the operating hours of these transfer stations

The Rural City of Wangaratta operates seven Rural Transfer Stations, including Boorhaman, Glenrowan, Springhurst, Markwood, Whitfield, Eldorado and Moyhu.

Council's rural transfer stations have low customer attendance averaging under five customers per opening (refer to figure 1). As a result, the annual operating cost for all of these sites is \$124,224 (refer to figure 2.), with an annual income of \$15,277.

Figure 1: 2014 Customer attendances

Location	Hours opened per fortnight	Average customers per hour 2014	Average number of customers per shift 2014
Eldorado	6	1	7
Springhurst	3	1	2
Moyhu	6	1	4
Markwood	6	1	8
Whitfield	6	1	4
Glenrowan	3	3	8
Boorhaman	3	1	1

Figure Two: 2014/15 Rural Transfer Station Income and Expenses

Transfer Station	Income	Expenses	Profit / Loss
Eldorado	\$3,755	\$27,767	-\$24,012
Springhurst	\$770	\$10,816	-\$10,046
Moyhu	\$2,746	\$25,410	-\$22,664
Markwood	\$4,324	\$24,044	-\$19,720
Whitfield	\$2,680	\$23,964	-\$21,284
Glenrowan	\$383	\$3,091	-\$ 2,708
Boorhaman	\$619	\$9,132	-\$ 8,513
Total	\$15,277	\$124,224	-\$108,947

The rural transfer stations are currently operating under poor safety standards for customers and staff, with sites not having access to toilet amenities, water, adequate shelter, and have poor stockpiling standards. In addition, most of these sites are former landfills that require significant rehabilitation works.

It is estimated that \$316,000 in capital works is required to improve all sites to a standard suitable to remain open.

A report detailing the review of the rural transfer stations was tabled at the Council meeting held on 15 December 2015. The review made a number of recommendations for a more sustainable model for the future. In reviewing the number of rural transfer stations and the municipal footprint, the review took into account:

- a) the reasonable travel time to reach a transfer station;
- b) the sustainability of the respective sites;
- c) the capital required to upgrade the site to a suitable standard; and
- d) the strengths and weaknesses of each site.

The report recommended the closure of four rural transfer stations (figure 3) and adjusting the opening hours of the remaining transfer stations (figure 4). The report stated that the changes will assist in aligning the opening hours with customer demand whilst maintaining an adequate footprint of rural transfer stations.

Figure 3: Proposed sites for closure

Sites to close	Sites to remain open
Springhurst	Markwood
Whitfield	Moyhu
Glenrowan	Eldorado
Boorhaman	

The proposed alteration to operating frequencies will assist Council to save over \$67,000 in operating costs and reduce the cost of capital works at remaining sites to approximately \$103,000.

Figure 4: Proposed operating hours at remaining sites

Transfer Station	Current Operation Frequency	Proposed Operation Frequency
Markwood	1:00pm - 3:50pm - Wednesday & Sunday Fortnightly	1:00pm - 3:50pm Sunday Fortnightly
Moyhu	9:00am - 11:50am Saturday Weekly	9:00am - 11:50am Saturday Fortnightly 9:00am – 11:50am Sunday Fortnightly (alternating)
Eldorado	1:00pm - 3:50pm - Sunday Weekly	9:00am - 11:50am Sunday Fortnightly

The proposed opening hours for the transfer stations that are proposed to remain open, will assist Council to save over \$6,803 per annum and reduce the cost of the required capital works at the transfer stations to \$102,960.

Figure 3: Estimated capital expenditure costs for the rural transfer stations

Transfer Station	Capital Expenditure
Eldorado	\$26,160
Springhurst	\$68,400
Moyhu	\$34,800
Markwood	\$42,000
Whitfield	\$49,440
Glenrowan	\$72,300
Boorhaman	\$23,760
TOTAL	\$316,860

The sites are recommended for closure due to the following reasons:

Springhurst	<ul style="list-style-type: none"> • Low customer attendance. • Site access has restricted contractors from collecting material due to poor site conditions. • The site was a previous landfill which restricts development of the site and future rehabilitation requirements. • Eldorado transfer station is located approximately 27km from Springhurst. • Estimated capital works costs to improve site is \$68,400.
Whitfield	<ul style="list-style-type: none"> • Low customer attendance. • The site is poorly located in the middle of natural bushland. • Site access is difficult for contractors. • Moyhu transfer station is approximately 23km from Whitfield. • Estimated capital works costs to improve site is \$49,440.
Glenrowan	<ul style="list-style-type: none"> • Low customer attendance. • The site is a former landfill and the siting of the transfer station is restricting rehabilitation of the site. • Significant drainage and erosion issues. • Wangaratta Transfer Station is approximately 16km from Glenrowan. • Estimated capital works costs to improve site is \$72,300.
Boorhaman	<ul style="list-style-type: none"> • Low customer attendance. • Eldorado or Wangaratta Transfer Station are both approximately 18km from Boorhaman. • Estimated capital works costs to improve site is \$23,760.

Advertisements were placed in the Wangaratta Chronicle and Council's website seeking feedback on Council's intention to close the transfer stations at Glenrowan, Boorhaman, Springhurst and Whitfield, and make operating efficiencies at the other locations. Submissions closed on Wednesday 10 February 2016.

Implications

Policy Considerations

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

Financial/Economic Implications

The following financial implications are identified for the subject of this report.

	Proposed changes
Savings in Annual operating costs	\$67,000
Savings in Capital Expenditure	\$213,900

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

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

N/A

b) Other strategic links

2013 Waste Management Strategy

Risk Management

Consultation/Communication

Council received 16 submissions on the proposed changes to the rural transfer stations. A summary of the submissions is listed below:

King Valley	10 Submissions
Boorhaman	4 Submissions
Glenrowan	1 Submission
Springhurst	1 Submission

A petition signed by 49 people asking for the Boorhaman transfer station to remain open was also received during the submission period.

A detailed summary of the submissions is listed below:

Submitter	Location	Issues raised
King Valley Tourism	King Valley	Cost to tourism / small window of time to deliver to Moyhu transfer station / open up old depot at Cheshunt
Gentle Annie Caravan Park	King Valley	Historical data is no longer applicable / fortnightly service to community is inadequate / small window of Moyhu opening hours / general feeling of erosion of Council services / don't all have backyard chickens / those at Rose River have a longer trip / disputes low customer patronage / disputes the issues of site access / close Moyhu and keep Whitfield open
	King Valley	Has no collection / close Moyhu and keep Whitfield open / Moyhu transfer station is awkward to get to / general loss of services around Whitfield - not all specific to waste
	King Valley	No rubbish collection at Rose River / not all Council services are cost effective and neither should they be / numbers don't match with anecdotal evidence / wellbeing of Whitfield residents will be affected / patronage figures do not include visits for the 'free' services eg steel / some work on a cost evaluation / close Moyhu and leave Whitfield open / not much has been done at Whitfield from a Council perspective /
	King Valley	Lives at Cheshunt and has no rubbish collection / long distance to Moyhu
Whitfield Tennis Club	King Valley	Some people in the district do not have a collection service / long round trip to Moyhu
Moyhu Action Group	King Valley	Rate payers from Rose River greatly disadvantaged / limited opening hours at Moyhu / open each transfer station for 3 hours per fortnight
King River Camp	King Valley	Only a fortnightly service in the King Valley / issues with infestation of food waste

Gentle Annie Caravan Park	King Valley	Whitfield transfer station services the largest area for the shire / disputes patronage levels / not all Council activities can make a profit / people will dump waste illegally / close Moyhu and keep Whitfield open
	King valley	Live at Cheshunt / not all Council services are about profit and loss / fortnightly service is inadequate / decline in Council services but at greater cost / don't waste money on useless high gloss newsletters / put our rate money where we want it.
	Boorhaman	Petition signed by 49 people requesting that the Boorhaman transfer station remain open.
	Boorhaman	Boorhaman does not have much else / uses the tip to take recyclables / not many services at Boorhaman
	Boorhaman	Receiving substandard service from Council / waste collection over the holiday period was problematic
	Boorhaman	Consideration needs to be given to service not just \$ / inconvenience / distance / clearing of illegally dumped rubbish
	Glenrowan	Glenrowan transfer station operates at only a small loss / hard to see where the capital improvements will be spent / specially if only limited opening hours
	Springhurst	Has a longer trip to the Wang transfer station / rates contribute to the infrastructure

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

Options for Consideration

1. Leave all transfer stations open at current opening hours.
2. Close Springhurst, Whitfield, Glenrowan and Boorhaman transfer stations and alter the opening hours of the remaining sites.
3. Close all transfer stations.

Conclusion

The provision of rural transfer stations is a sensitive issue, however, increasing costs, minimal patronage and capital improvement demands all limit the viability of retaining seven transfer stations. The recommendation to retain three rural transfer stations maintains a reasonable footprint whilst reducing capital and on-going operational expenditure.

Attachments

Nil.

15.2 C1516-024 LINDNER ROAD DRAINAGE - STAGE 2

Meeting Type: Ordinary Council Meeting
Date of Meeting: 15 March 2016
Author: Executive Assistant - Infrastructure Services
File Name: C1516-024 Lindner Road Drainage - Stage 2
File No: 30.077.024

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 evaluation of the tender C1516-024 Lindner Road Drainage – Stage 2.

RECOMMENDATION:

That Council:

- 1. Awards Contract C1516-024 Lindner Road Drainage Scheme - Stage 2 to R&J Bordignon Pty Ltd;***
- 2. Authorises the Chief Executive Officer to sign and seal all the relevant contract documents for Contract C1516-024 Lindner Road Drainage Scheme - Stage 2;***
- 3. Discloses the contract price for Contract C1516-024 Lindner Road Drainage Scheme -Stage 2.***

Background

Contract Details

This is a lump sum contract for the construction of a strategic drainage network that will enable development of the designated growth areas both sides of Lindner Road, and to the west of Worland Road. A substantial proportion of the costs associated with these works will be recouped through developer contributions as developments proceed. The works include:

- the installation of approximately 824m of reinforced concrete pipes at significant depths
- the construction of storm water pits
- the reinstatement of road pavement and surrounding areas where required
- connection into the existing drainage network, constructed during Stage 1 of the Lindner Road drainage project.

The project is part of the Rural City of Wangaratta's Strategic Projects Programme.

Advertised Contract Dates

Tenders for this contract were invited through Tenderlink and in the Wangaratta Chronicle on Friday 5 & 12 February 2016.

Tenders closed at 2.00pm on Friday 19 February 2016.

There was no pre-tender meeting for this contract.

Tender Evaluation Panel

The evaluation panel for this tender comprised the Senior Engineer – Project & Emergency Management, Strategic Design Engineer and Manager – Waste & Contracts.

Tenders Received

The following Tenders were received by the due date:

R & J Bordignon Pty Ltd
North East Civil Construction
JL Holdings Family Trust (T/as Lander Group)
James Excavations

Tender Evaluation

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

Criteria	Weighting	Description
Tender Price	50%	Total price of the work
Capacity to carry out contract works	20%	Contractors capacity to perform contract works using required plant and resources
Experience in similar contract works	20%	Contractors experience undertaking similar type and scale of works.
OHS systems	10%	Contractor's level of certification and commitment to OHS

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

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.

Summary of the Weighted Attribution Method Score is as follows:

Tenderer	Score
R & J Bordignon Pty Ltd	65
North East Civil Construction	64
JL Holdings Family Trust (T/as Lander Group)	52
James Excavations	63

The highest value reflects the most favourable tender assessment. On this basis, R & J Bordignon Pty Ltd was deemed to be the preferred tenderer.

Implications

Policy Considerations

Council's Procurement Strategy relates to this report.

Financial/Economic Implications

This project is funded under Council's Strategic Projects Programme which has a budget of \$540,000 allocated for Stage 2 of the Lindner Road Drainage Programme in the 2015/2016 financial period.

The recommended tender falls within the budget allowance.

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

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Connected

We will plan and make decisions for the future:

that develop options for overcoming drainage deficiencies within rural and urban areas.

The non-negotiables

Quality and sustainable drainage development and maintenance.

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

N/A

b) Other strategic links

N/A

Risk Management

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

Conclusion

R & J Bordignon Pty Ltd scored highest in the tender evaluation and submitted the lowest tender price, and therefore are the preferred tenderer.

They have undertaken similar works for Council previously and have been assessed as being capable of completing the works to a high standard and in a safe manner.

The tender submitted by R & J Bordignon Pty Ltd is believed to represent good value to Council noting the-pre tender cost estimate and the responses to this tender.

Attachments

1 C1516-024 Evaluation report - Confidential

16. DEVELOPMENT SERVICES

16.1 AMENDMENT TO PLANNING PERMIT 14/104.01 - 43 USSHERS DRIVE, WANGARATTA - FOUR LOT SUBDIVISION, REMOVAL OF NATIVE VEGETATION AND THE CREATION OF AN EASEMENT OF WAY (ROAD).

Meeting Type:	Ordinary Council Meeting
Date of Meeting:	15 March 2016
Author:	Principal Statutory Planner
File Name:	PlnApp14/104.01
File No:	14/104.01

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 a decision following receipt of five (5) letters of objection to an application to amend an existing planning permit ref: 14/104.

Planning Permit Ref: 14/104 was issued for the subdivision of the land into Two Lots and the Removal of Native Vegetation. This permit was issued at the direction of the Victorian Civil Administration Tribunal (VCAT), which upheld Councils decision to issue a Notice of Decision to Grant a Permit.

The applicant now seeks to amend this permit to increase the number of lots to a total of Four Lots and the Removal of Native Vegetation and the creation of an Easement of Way (Road).

The application was advertised and referred to the relevant agencies and a total of five (5) letters of objection have been received.

RECOMMENDATION:

That Council resolves to issue a Notice of Decision to Amend a Planning Permit with respect to Planning Application 14/104.01 for the Subdivision of Land into Four Lots, the removal of Native Vegetation and the creation of an Easement of Way (Road) on land at 43 Usshers Drive, Waldara in accordance with the draft permit conditions contained within the attachment.

Property Details

The subject site is located on the northern side of Usshers Drive, approximately 380 metres north-east of the intersection of Usshers Drive and Wangaratta-Yarrowonga Road.

Usshers Drive generally contains large allotments (1.5ha approximately) reflective of the previous Rural Living Zone, however two recent smaller lot subdivisions have occurred in the area immediately to the west and south of the site.

Immediately to the north of Usshers Drive is the Wonga Park Drive subdivision, which incorporates reticulated sewerage and lots averaging 4000 SqM.

Land/Address	43 Usshers Drive, Waldara
Zones and Overlays	Low Density Residential Zone
Why is a permit required	Subdivision of Land. Removal of Native Vegetation Creation of an Easement of Way (Road)

Recent Planning Permit History (14.104)

The following outlines a history of the current planning permit and Councils application for Interim Planning Controls over the Waldara area.

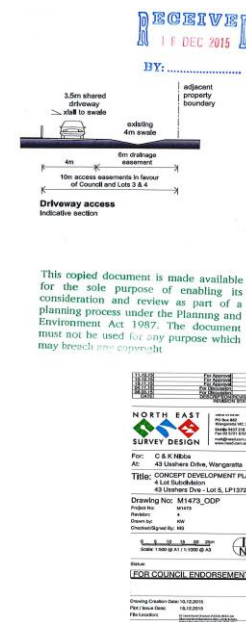
- 11 June 2014: Permit Application PlnApp14/104 for a Four Lot Subdivision lodged with Council.
- 17 June 2014 Council meeting gives approval to prepare a Development Plan to the Waldara area and an amendment to the Planning Scheme which will introduce a minimum lot size of 4000 sqm to minimise any long term impacts on the character and the amenity of the area.
- 1 July 2014: Council applies to Minister for Planning for Interim Planning Controls (Amendment C59).
- 1 July, 2014: Letter to all Development Companies advising of Councils application for Interim Controls to the Minister for Planning, and outlining the reasons for the application and also the content of the controls. They were also advised that the Interim Controls would preclude the approval of any application unless it meets the requirements in Schedule 6 to the Development Plan Overlay.
- Under the Interim Controls, a permit may only be granted for a two lot subdivision or development prior to the approval of the Development Plan providing it meets the criteria in the schedule.
- 1 July 2014: Amended application received for a Three Lot Subdivision and the Removal of Native Vegetation.
- 21 October 2014: Report to Council Meeting – Recommended Refusal – Item deferred.

- 25 November 2014: Further application to Amend the Permit Application received. Consent sought for a Two Lot Subdivision and Removal of Native Vegetation.
- 17 February 2015: Application tabled at the relevant Ordinary Council Meeting where it was resolved that Council issue a Notice of Decision to Grant a Planning Permit, subject to conditions.
- March 2015: Review lodged with VCAT by objectors.
- 17 August 2015: VCAT hearing.
- 28 August 2015: VCAT order up holding Council's NOD. Permit Granted.
- 24 November 2015: Application to Amend the Permit (4 lot – Current Application).

Proposal in Detail

The current proposal before Council is for the amendment of an existing planning permit issued for the subdivision of the land into two lots. This permit was issued at the direction of VCAT following Councils issue of a Notice of Decision to Grant a Permit.

The advertised plan is attached below:



Specifically the amendment includes the following changes:

- An increase in the number of Lots from Two (2) to Four (4);
- Existing approved Lots 1 and 2 are reduced in size from 4005m2 and 1.108ha to 2659m2 and 3010m2 respectively;
- New Lots 3 and 4 will have access via a common driveway adjoining the existing 6 metre drainage easement;

- Removal of Native Vegetation (One Tree); and
- Creation of an Easement of Way along the sites North East boundary (existing drainage easement).

The proposed lot sizes are listed below:

Lot Number	Area (m2)
1 (Existing Dwelling)	2659m2
2	3010m2
3	3798m2
4	3798m2
Road (R1)	1787m2

Planning Permit Trigger

- Clause 32.03 – Subdivision of Land – Low Density Residential Zone
- Clause 52.17 – Removal of Native Vegetation
- Clause 52.02 – Creation of an Easement of Way

Relevant Planning Provisions

The following provisions of the Wangaratta Planning Scheme are relevant to this proposal:

Section	Clause	Provision
State Planning Policy Framework	15.01-3	Neighbourhood and subdivision design
	19.03-2	Water supply, sewerage and drainage
Local Planning Policy Framework - MSS	21.06	Urban Development and Central Activities Area
Local Planning Policy Framework - Local Planning Policy	22.09	Public Open Space Contributions
Zones	32.03	Low Density Residential Zone – Subdivision of Land.
Overlays	N/A	
Particular Provisions	52.17 52.02 56.00	Removal of Native Vegetation; Creation of Easement of Way; and Residential Subdivision
Other Relevant Provisions	Sec 4 and 60 P&E Act	Objectives of the P & E Act. What matters must a Responsible Authority consider?

Referrals

The application was referred to the following referral authorities:

Authority	Section	Response
North East Water	External Section 55 Notice	No objection – subject to conditions.

Authority	Section	Response
Ausnet Services	External Section 55 Referral	No objection to original three lot subdivision. No comment received to date on the revised two lot subdivision.
Country Fire Authority	External Section 55 Notice	No objection – subject to conditions.

Internal Departmental Advice

Department	Response
Technical Services Department	No objection – subject to conditions. However has concerns from strategic perspective.

Advertising

The amended application was advertised to adjoining landowners between the period of 23rd December, 2015 and 25 January, 2016 and a notice was placed within the Wangaratta Chronicle 'Rural Connection Page'.

Within this period a total of five letters of objection were received.

No conciliation meeting was held in relation to this application for amendment as it was considered that no suitable agreement would have been possible. A meeting was held in relation to the first application for subdivision. The objections can be summarised as follows;

Issue	Concerns Raised	Comments/Response
Neighbourhood Character	<p>Proposed Lot Sizes and subdivision is not consistent with the existing character.</p> <p>Allowing small lots intermixed with large lots is not orderly planning.</p>	<p>The current controls within the Wangaratta Planning Scheme, with respect to the Low Density Residential Zone, allows for consideration of subdivision of land with lot sizes down to a minimum lot size of 2000 SqM where reticulated subdivision can be provided. In the absence of this, 1 ha is the default minimum. A reduction in the minimum lot size from 4000 to 2000 SqM followed a State wide amendment to the Low Density Residential Zone by the State Government (VC100).</p> <p>The pattern of subdivision within Usshers Drive is varied and original lots are generally in the order of 15000 SqM. Two recent subdivision (prior to Council resolution of June 2014 in relation to Interim Planning Controls for this area) has created lots as small as 2284 SqM and between 3200 and 4000 SqM. on the subdivision immediately to the West of the subject site.</p>

Issue	Concerns Raised	Comments/Response
		<p>In summary the character of Usshers Drive reflects:</p> <ul style="list-style-type: none"> • Mixture of lot sizes/setbacks/fencing styles/dwellings • Evidence of rural activities such as sheep and grapevines • Primarily rural fencing between lots and along road frontages • Subsequent subdivisions have created much smaller lots with poor road access interspersed by larger rural size lots • Limited potential for future subdivision due to poor road access and flooding issues. <p>The lot layout presented by this proposal includes two lots with immediate street frontage to Usshers Drive and another two lots with access via a common driveway. The two lots with access via a common driveway will in the future have direct street frontage via the proposed Easement of Way, which is proposed to become a Road. This future road frontage is considered to be a positive outcome for the proposal.</p> <p>The advent of all lots having street frontage provides active frontages to the current and potential street frontages, which is a characteristic of the surrounding area. It is acknowledge that the lot sizes proposed are not reflective of the greater number of lots within the surrounding area, however the lot sizes build on recent subdivision approvals to the west of the subject site. Under the current planning scheme controls, small lot sizes can be considered, which overtime will alter the character of the area.</p> <p>Councils Amendment C59 sought Interim controls from the Minister for Planning. A key component to this amendment was the impact that small lots could have on the overall character of the area. The amendment acknowledges that Waldara Estate is an important low density housing settlement located within the Rural City of Wangaratta. The Estate provides housing choice and diversity close to services in an attractive natural setting and there is a need to ensure that any future subdivision in this locality takes account of the existing character of the Estate. Further discussion on this subject is included later within this report.</p>

Issue	Concerns Raised	Comments/Response
<p>Drainage / Flooding Concerns & Infrastructure Concerns</p>	<p>Drainage - Existing flooding issues</p> <p>Lack of maintenance of existing swale network.</p> <p>Infrastructure – issues with existing swales coping with overland flows</p> <p>Will existing landowners have to fund infrastructure upgrades.</p>	<p>The application has been referred to Council's Technical Services Unit who have provided no objection to the application subject to conditions related to drainage infrastructure though the unit has some concerns about the proposal from strategic perspective.</p> <p>It is acknowledged on the evidence provided through previously supplied photos that some issues do exist with some of the existing infrastructure.</p> <p>On advice from Council's Technical Services Unit, implementation of appropriate drainage conditions should ensure that the proposal will not exacerbate the existing situation within prescribed events.</p> <p>Landowners who wish to develop their land, may in the future be required to enter agreements either for the provision of infrastructure or the payment of fees to upgrade infrastructure under the Waldara Development Plan.</p> <p>It should however be noted that to respond to future changes in development within Waldara Estate a detailed Strategic Drainage Plan has been prepared by Council. The plan indicates that the implications of not managing storm water within the Estate will increase the frequency and size of local flooding and drainage issues.</p> <p>The identified limitations and recommendations of the Strategic Drainage Plan and the North East Catchment Management Authority are key elements that have informed decisions regarding the future planning for the Estate.</p> <p>The Strategic Drainage Plan highlights significant limitations for development within the Estate. Areas likely to be exposed to riverine flood risk are north of Usshers Drive including Wonga Park Drive and between Firbank Drive and Old School Road.</p>
<p>Proposed Waldara Estate - LDRZ Development Plan Overlay</p>	<p>The proposal is premature and should be held off until this process is finished.</p>	<p>Point of Objection noted. Also acknowledged that the proposal is not consistent with the proposed Development Plan and the Schedule. Refer to further discussion within this report.</p>

Issue	Concerns Raised	Comments/Response
Traffic Concerns	<p>Existing Road network is narrow and designed for the original level of Dwellings / Lots as planned.</p> <p>Increased Traffic and Impact on Intersection of Usshers Drive and Wangaratta – Yarrawonga Road. Is there an ability to require an upgrade (Turning Lane etc.)? Referral to Vic Roads</p> <p>Proposed access points conflict with adjoining access points – vehicles should exit forwards.</p> <p>Visitor parking on lots – will this be required.</p>	<p>Councils Technical Services Department have not advised of any concerns with regards to issues of increased traffic.</p> <p>The application does not propose any upgrade to the intersection of Usshers Drive and Yarrawonga Road and therefore the views of Vic Roads have not been sought. The views of this road authority will be sought during the development of the Waldara Development Plan.</p> <p>A requirement cannot be placed on any permit for subdivision on Usshers Drive that all vehicles must exit a site in a forwards direction. Given the size of the lots proposed, it is considered reasonable that all dwellings constructed on any lots would incorporate a turning circle.</p> <p>Visitor car parking cannot be enforced as part of this permit application. However given the proposed lot sizes, it is considered reasonable that visitors to any dwellings could easily park on the lots.</p>
Fire Danger	<p>Additional Dwellings bring additional fuel loads.</p>	<p>The site is not designated within a Bushfire Management Overlay (BMO), which is the point at which the planning scheme recognises susceptibility to wildfire.</p> <p>However, It is acknowledged that the site is within an area designated as a Bushfire Prone Area (BPA), which is considered under the Building Regulations.</p> <p>The application was also referred to the CFA.</p> <p>It is not expected that the approval of additional lots in the area or the addition of dwelling will heighten significantly the fire danger of the area. The risk to the surrounding properties will still remain from the adjoining farming land directly to the north of the subject site. Point of objection is not supported.</p>

Issue	Concerns Raised	Comments/Response
Rights of Property Owners	<p>Existing Lots run as small Rural Living Farms and have associated offsite impacts from burning off and keeping of livestock.</p> <p>Residents of new lots could object to these activities.</p>	<p>The land and surrounding area is zoned Low Density Residential and therefore is recognised as Residential land.</p> <p>A permit from Councils Environmental Health Department is required for any burning off on Residential Land, which is what Usshers Drive is recognised as.</p> <p>Council issues the permits for burn off outside of the declared Fire Season then the authority resides with the CFA during the declared fire season.</p> <p>It is therefore considered that with regards to burn offs that there are provisions to control burn offs.</p> <p>In relation to the keeping of stock, it is acknowledged in the past this area was a Rural Living area and some residents keep some stock to assist in the up keep of their land. Grazing activities that have existing use right under the provisions of the Planning Scheme can continue.</p> <p>Point of objection is not supported.</p>
Easement of Way (Road)	<p>Developer should provide Road.</p> <p>Where does the Road lead?</p> <p>How can proposed road work?</p>	<p>At this stage the construction of a road is not proposed by this application. This application only applies the creation of an Easement of Way, which is more akin to reserving the land for a future purpose.</p> <p>This reservation provides an opportunity to obtain access for both vehicle/pedestrian and cycle from Usshers Drive into the land to the north should a development occur in the future.</p> <p>In the interim a common accessway is proposed to be established for Lot 3 and 4, however if one day a road is established, the size of Lots 3 and 4 will be reduced and will have direct road frontage.</p>
Property Fencing	<p>Rural fencing v's Colourbond requirement to upgrade</p>	<p>The plan of subdivision does not outline any intentions to construct solid fencing along property boundaries.</p>

Planning Assessment

State Planning Policy Framework (SPPF)

Clause 15.01-3 Neighbourhood and subdivision design

Objective

To ensure the design of subdivisions achieves attractive, liveable, walkable, cycle able, diverse and sustainable neighbourhoods.

Strategy

In the development of new residential areas and in the redevelopment of existing areas, subdivision should be designed to create liveable and sustainable communities'

The subdivision layout is designed to provide immediate street frontage to Lots 1 and 2, whilst Lots 3 and 4 will be accessed via a common driveway along the current North/East boundary. The subdivision makes provision in the future that a road could be developed over the proposed easement to provide connectivity either for vehicles or pedestrian/cycle. Should this road eventuate both Lots 3 and 4 will have direct road frontage.

On this basis, attention needs to be directed to any future built form outcome on Lots 3 and 4 and building envelopes should be designed to provide a sense of address to the future road. The proposed building envelope of 3 metres is not considered satisfactory in the context of the site and surrounding area. Given the size of the lots and the available area for siting a dwelling, it is considered that the front building setback should be increased to a distance of 10 metres. This requirement should form a condition of any approval.

19.03-2 Water supply, sewerage and drainage

Objective

To plan for the provision of water supply, sewerage and drainage services that efficiently and effectively meet State and community needs and protect the environment.

It is considered that the infrastructure required to meet the needs of this specific development can be accommodated within the development. Referral Authorities have advised Council that subject to conditions the lots can be adequately serviced.

Councils Technical Services Unit does not support the proposal from strategic perspective, however has not objected to the granting of a permit provided appropriate conditions of the permit which include requirements on the detention of stormwater and prescribe outfall rates are complied with.

It is noted that a number of the letters of objection include reference to drainage issues within Usshers Drive and the greater Waldara area and an appropriate drainage solution is being considered within the drafting of a development plan control under Amendment C61. The subject site has one of the major drainage easements along its north/east boundary which currently exists as an open swale drain.

Advice provided to the planning department in relation to this application for four lot subdivision is based on the existing drainage network and therefore it is considered subject to conditions that the sites can be appropriately drained within the prescribed events.

It should however be noted that from strategic perspective, the proposal is inconsistent with Clause 19.03-2 as it does not allow for a strategic approach to the provision of water, sewerage and drainage infrastructure to the overall Waldara Estate as proposed within Councils Amendment C59 and C61.

Local Planning Policy Framework (SPPF)

Clause 22.09 PUBLIC OPEN SPACE CONTRIBUTIONS

Objectives

- *To implement the Wangaratta Recreation Strategy and Open Space Strategy, 2012.*
- *To obtain appropriate and sustainable contributions towards open space and recreation infrastructure at the time of subdivision.*
- *To identify when and where land contributions, financial contributions or a mixture of land and financial contributions are to be sought.*
- *To provide funding towards improving the existing open space network to ensure it is safe, fit for purpose and accommodates various levels of activity in the community.*

As previously stated with the two lot subdivision, Council minutes from the former Shire of Wangaratta held on 18 March 1981, indicates that public open space reservations were provided at the time of the original subdivision of the land now known as Usshers Drive. On this basis Council cannot require any additional provision of open space.

Zone - Low Density Residential Zone (Clause 32.03)

Purpose

To provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater."

Subdivision

Permit requirement

A permit is required to subdivide land.

"Each lot must be at least the area specified for the land in a schedule to this zone. Any area specified must be at least:

- *0.4 hectare for each lot where reticulated sewerage is not connected. If no area is specified each lot must be at least 0.4 hectare.*
- *0.2 hectare for each lot with connected reticulated sewerage. If no area is specified each lot must be at least 0.2 hectare."*

The proposal will create lots which exceed the minimum lot size of 2000 SqM. On this element the proposal can be seen to technically comply with the current requirements of the Low Density Residential Zone.

The lot layout both immediately and the future layout following any construction of a road will result in all lots having address to a road, which will assist in the development integrating within the surrounding area.

In addition to meeting the minimum lot sizes of the Zone, consideration must also be given to the following decision guidelines (as applicable):

- *The protection and enhancement of the natural environment and character of the area including the retention of vegetation and faunal habitat and the need to plant vegetation along waterways, gullies, ridgelines and property boundaries.*
- *The availability and provision of utility services, including sewerage, water, drainage, electricity, gas and telecommunications.*
- *The relevant standards of Clauses 56.07-1 to 56.07-4.*

Evidence shows that the infrastructure can be provided to the land, through the implementation of appropriate conditions from both external referral agencies and also Council's internal departments. The proposal can therefore technically meet this requirement of the Scheme.

Clause 56 – Residential Subdivision

Below is an assessment of the application against the relevant provisions of Clause 56 for subdivision of land in residential zones, noting that the Low Density Residential Zone does not apply but it provides a good assessment tool.

56.07-1 Drinking water supply objectives

To reduce the use of drinking water. To provide an adequate, cost-effective supply of drinking water.

Standard C22

The supply of drinking water must be:

- *Designed and constructed in accordance with the requirements and to the satisfaction of the relevant water authority.*
- *Provided to the boundary of all lots in the subdivision to the satisfaction of the relevant water authority.*

The proposal can meet these requirements. North East Water has provided comment to Council with associated conditions which require the provision of appropriate Infrastructure.

56.07-2 Reused and recycled water objective

To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.

Standard C23

Reused and recycled water supply systems must be:

- Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority, Environment Protection Authority and Department of Human Services.
- Provided to the boundary of all lots in the subdivision where required by the relevant water authority.

56.07-3 Waste Water management objective

To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.

Not Applicable – All lots are proposed to be connected to reticulated Sewerage and North East Water has provided consent and conditions to enable this to occur.

56.07-4 Urban run-off management objectives

- To minimise damage to properties and inconvenience to residents from urban run-off.
- To ensure that the street operates adequately during major storm events and provides for public safety.
- To minimise increases in stormwater run-off and protect the environmental

As previously discussed the application was referred to Council's Technical Services Department, who have reviewed the proposed and provided no objection subject to the implementation of conditions, which require on-site detention and the provision of appropriate drainage infrastructure for both lots.

Particular Provisions

Clause 52.17 – Native Vegetation

The application for amendment also includes the removal of one tree which is located close to the boundary of Lots 1 and 2. The applicant submits that all reasonable measures have been taken to avoid the removal of the tree.

The issue of the removal of the tree was previously addressed in the consideration of the application for a two lot subdivision.

The removal of this vegetation is classified under the 'Low Risk' pathway at Clause 52.17. The applicant has completed the Biodiversity Report which has supplied a strategic biodiversity score and also a strategic biodiversity score.

Based on the permission provided for removal of this tree under the current permit, it is considered that there should be no alteration to this conditions and that an appropriate offset must be provided.

Other Provisions

Amendment C59 and C61 - Waldara LDRZ Development Plan

Council is currently working on the preparation of a Development Plan for the Waldara area, which will form a blue print for the future development of the Waldara Area, given recent changes in the minimum lot size for low density residential areas.

A draft development plan was considered by Council at its meeting in June 2014, and application was made to the Minister for Planning for the introduction of interim controls (Amendment C59 submitted 1/7/2014).

The proposal can satisfy many of the current requirements of the Planning Scheme controls relating to subdivision of low density residential land. However the proposal would fail to satisfy the requirements of the Interim Controls if they had been introduced.

Council's request for Interim Controls was as a result of a high level of subdivision activity following the reduction in the minimum lot size to 2000 SqM by the State Government. Council's request for these controls was through a Ministerial planning scheme amendment under section 20(4) of the *Planning and Environment Act 1987*.

Council was concerned over this activity and the potential impact that continued subdivision throughout the Waldara Precinct at the reduced 2000m² lot size could have on the amenity of existing residents and the functionality and character of the area.

In general as lot sizes decrease, the number of houses increase and associated impacts such as drainage, native vegetation removal, lack of connectivity and traffic movement take effect.

The Interim controls would have imposed a limit on the number of lots that can be created to a maximum of a two lot subdivision with minimum lot sizes of 4000m² where reticulated sewer can be provided. The subdivision could also not prejudice the final outcome of the Draft Development Plan. The current approved planning permit met the interim controls, however the current amendment to this permit would not have been able to meet these controls if they were in place within the Planning Scheme.

To date no official response has been received from the Office of the Minister for Planning, however Council has received verbal advice that the amendment is under active consideration.

Previously Council has provided some weight to its application to the Minister (Amendment C59) for interim controls against the objectives of *Planning Environment Act 1987* and in particular Section 60 of the Act. However, given the passage of time and no resolution or application of interim controls, the weight which can be applied to this section of the act is considered to be less than that previously provided to Council's consideration of the three lot subdivision on this site.

Any decision on this amendment must be considered with the long term objective of the Waldara area, as evidenced by the Draft Development Plan.

Provision was made in the approved two lot permit for the creation of an easement of way along the sites North East property boundary, which creates an opportunity to provide future connectivity from Usshers Drive and the un-subdivided land surrounding the Wonga Park Drive. The specifics and access requirements of this connection are not known at this stage, however the present amendment provides an opportunity to reserve a future connection.

Balancing this outcome against the status of the interim controls and the future development plan, it is considered that the proposal has some inconsistencies with the overall future vision of Waldara. However the proposal has been assessed under the current planning provisions and appropriate conditions could be drafted which include some long term outcomes in terms of connectivity which will provide a greater community benefit.

Implications

Policy Considerations

The proposal has been considered in the context of the proposed development plan for the Waldara area (Amendment C61), which is currently undergoing finalisation prior to community engagement.

Financial Implications

The proposal does not have any impact on Council's financial resources however should the matter be referred for review to the Victorian Civil and Administrative Tribunal then Council may incur some costs in defending a position on the application.

Legal/Statutory

All procedures associated with the lodgement and assessments of this application have been done in accordance with the *Planning and Environment Act 1997*.

Cultural Heritage

The proposal is not located within an area of Cultural Heritage Sensitivity.

Social

Councils 2030 Vision seeks as a step forward to 'provide for future residential growth in both Wangaratta and around rural townships'.

It is considered that the strategic approach to the Development Plan Overlay (DPO) paves the way for the strategic development of this area, which would create liveable environments. The proposal under the current planning provisions meets the zone purpose and will lead to residential growth.

Environmental/Sustainability Impacts

Councils 2030 Vision includes as a key step forward to *‘ensure that land management controls are sufficient to protect natural resources, such as native Vegetation’*. The proposed vegetation is Low risk and appropriate offsets are provided as discussed previously.

Economic Impacts

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

Referrals/Public Notice

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Sustainable

We will plan and make decisions for the future:

by updating the Planning Scheme and the Municipal Strategic Statement by developing new and reviewing

The non-negotiables

Residential, rural, commercial and industrial land that is appropriately protected, planned and developed to

Strategic Links

a) Rural City of Wangaratta 2030 Community Vision

Section 3.4 makes reference to land use planning and the outcomes sought for Rural City of Wangaratta, as outlined below:

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

It is considered that the two lot subdivision is consistent with this objective and provides a future strategic road links in line with the future DPO for the Waldara area.

Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Notice of Decision to Grant a Permit by Council and Appeal lodged at VCAT	Med	Low	Low	Representation of Council at VCAT.

Consultation/Communication

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Yes	Notice of amended proposal to adjoining landowners.
Consult	Yes	Conciliation meeting to discuss issues previously undertaken with the 3 lot proposal.
Involve	Yes	Opportunity to make submissions
Collaborate	N/A	N/A
Empower	N/A	N/A

Council has complied with notification requirements under the Act for advertising planning applications.

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

Options for Consideration

1. Approve the application, through the issue of a Notice of Decision to Grant an Amended Permit, subject to conditions of permit (refer to attachment 1). Or;
2. Refuse the Application on the following grounds:
 - The proposal is inconsistent with the objectives of Section 4 of the *Planning and Environment Act 1987*, specifically;
 - a) *to provide for the fair, orderly, economic and sustainable use, and development of land;*
 - b) *to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*
 - c) *to protect public utilities and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community;*
 - d) *to facilitate development in accordance with the above objectives; and*
 - e) *to balance the present and future interests of all Victorians.*

- The proposal is inconsistent with Clause 19.03-2 as it does not allow for a strategic approach to the provision of water, sewerage and drainage infrastructure to the overall Waldara Estate as proposed within Councils Amendment C59 and C61.
- The proposal is inconsistent with Section 60(H) of the Planning and Environment Act, specifically it is considered that the proposed lot layout including lot sizes and lot numbers, does not meet the requirements of the Interim Development Plan Overlay outlined in Councils Amendment C59.
- The proposal if approved would lead to a poor planning outcome and is inconsistent with the form and layout of the surrounding neighbourhood.

Conclusion

The proposal has been assessed under the current provisions of the Wangaratta Planning Scheme. On assessment the proposed subdivision is considered to meet the technical requirements of the current controls within the Planning Scheme and the subdivision permit requirements of the Low Density Residential Zone. There are considered to be some shortcomings in the strategic basis and it is noted that the proposal is not consistent with the provisions of the proposed interim planning controls.

The proposal, however, with the creation of an Easement of Way, provides an opportunity for the creation of a future connection directly to the land to the north including Wonga Park Drive. The reservation of this link is considered to be a positive of the amendment, an outcome that does not compromise the future of the Waldara Development Plan.

The proposal also provides for additional mixed lot sizes to be located in a desirable area of the municipality.

It is therefore considered that the proposal should be supported subject to appropriate conditions.

Attachments

- 1 Draft Planning Permit Conditions 14/104.01

16.2 TOURISM SPECIAL EVENTS FUNDING - ROUND TWO

Meeting Type: Ordinary Council Meeting
Date of Meeting: 15 March 2016
Author: Tourism Development Coordinator
File Name:
File No: 25.040.032

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 summary of the 2015/2016 Tourism Special Event Funding, round two submissions received and to assist Council to make a decision on the allocation of funds based on the eligibility criteria.

RECOMENDATION:

That Council endorses the provision of the following Tourism Special Events Funding as part of Round 2:

- 1. Wines of the King Valley - \$1,500 for Tastes of Two Regions, Canberra; and***
- 2. Dal Zotto Wines - \$4,500 for King Valley Salami Festa***

Background

The objective of the Special Event Funding Program is to:

1. Maximise the economic and community benefits
2. Provide significant branding and marketing opportunities for the region
3. Substantially build the profile of the events to attract visitors from outside the Rural City of Wangaratta
4. Promote the tourism product strengths of the Rural City of Wangaratta.

These Special Events are significant in terms of branding and marketing opportunities for the region and are reflective of the Rural City of Wangaratta's identified tourism product strengths: Cycling; Food/Wine/Beer; Nature, Outdoor and Adventure; and Culture & Heritage: Ned Kelly (Specific brand strengths) and Jazz (Specific brand strengths).

Implications

Policy Considerations

The program applications have been reviewed by Council officers and funding allocation recommendations made in line with the

- Council Plan objective for tourism,
- Tourism and Economic Development Strategic Plan key directions and
- Grant program assessment criteria.

Financial Implications

Council has an allocation of \$32,000 to fund the program in 2015/2016. Of the \$32,000, \$5,000 is reserved for the La Dolce Vita Festival as per Council's commitment. Grants are available up to \$5,000 per application. The recommended grants in round one totalled \$19,500 leaving \$7,500 for a second round in February 2016.

	2012/2013 Approved Budget for this proposal \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue/Income				
Expense	7,500	6,000		1,500 remaining in budget
Net Result	7,500	6,000		

Legal/Statutory

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

Social

Events have the capacity to increase the level of local interest and participation within the community and strengthen regional values. Increased local pride and community spirit, as well as an increased awareness of non-local perceptions are outcomes of the events supported.

Environmental/Sustainability Impacts

This will depend on the submission / project.

Economic Impacts

Increased expenditure with an estimated direct economic benefit to the Rural City of Wangaratta. Flow on effects include, creation of employment and an increase in labour supply.

2013 – 2017 Council Plan (2015 Revision)

This report supports the 2013-2017 Council Plan:

Goal

We are Growing

We will research and advocate:

to ensure we prosper from the economic benefits of nature based and recreational attractions.

We will create and deliver:

tourism products and experiences that attract visitors.
exceptional services and programs that help our families and children to be healthy, happy and connected

We will plan and make decisions for the future:

that ensure we are responding to the current and long-term recreational needs of our community.

that set the direction for the delivery of cultural services, facilities and programs by developing a Cultural Services Plan that is exciting and unique for our community.

We will focus on our business:

by making sure that all our teams work together to plan, develop and deliver innovative recreation projects.

The non-negotiables

We have a vibrant tourism industry.

A range of events and cultural programs offered throughout the municipality that is exciting, enjoyable and inclusive.

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

Level of public participation	Promises to the public/stakeholders	Tools/Techniques
Inform	Provide an event funding program	The Chronicle Industry Newsletter Facebook pages
Consult		
Involve		
Collaborate		
Empower	Provide support to event organisers	Mentoring in completing and submitting applications

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

Options for Consideration

1. Endorse the Officers recommendation.
2. Endorse the Officers recommendation with amendments.
3. Do not endorse the Officers recommendations

Attachments

- 1 TOURISM SPECIAL EVENTS FUNDING - ROUND TWO

17. SPECIAL COMMITTEE REPORTS

Nil

18. ADVISORY COMMITTEE REPORTS

Nil

19. RECORDS OF ASSEMBLIES OF ADMINISTRATORS

19.1 RECORDS OF ASSEMBLIES OF ADMINISTRATORS

Meeting Type: Ordinary Council Meeting
Date of Meeting: 15 March 2016
Author: Executive Assistant Corporate Services
File Name: Records of Assemblies of Administrators
File No: 10.020.020

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
23 FEBRUARY 2016	Administrators Briefing Forum	Attachment
23 FEBRUARY 2016	North East Wind Sport to discuss possible locations for their club.	Attachment
9 FEBRUARY 2016	Confidential Matter	
9 FEBRUARY 2016	Administrators Briefing Forum	Attachment
1 MARCH 2016	Administrators Briefing Forum	Attachment

RECOMMENDATION:

That Council receives the reports of Assemblies of Administrators.

Attachments

- 1 ASSEMBLY OF ADMINISTRATORS - FORUMS

20. NOTICES OF MOTION

Nil

21. URGENT BUSINESS

22. PUBLIC QUESTION TIME

23. CONFIDENTIAL BUSINESS

Nil

24. CLOSURE OF MEETING

ATTACHMENTS



ELECTION PERIOD POLICY

Responsible Officer: Manager Business and Governance	Approval Date:	15 March 2016
	Approved By:	Council
Authorising Officer: Director Corporate Services	Review Date:	August 2019
	Policy Type:	Council

INTRODUCTION

Council, Administrators and candidates need to understand the requirements and their obligations in the lead up period to an election. This policy provides that information and demonstrates Council's commitment to probity in its elections thereby boosting community confidence and trust in Council.

CONTEXT

The *Local Government Act 1989* (the Act) provides that during the election period certain prohibitions apply to the general functions and powers of Council.

Section 3(1) of the Act defines the election period to be the 32 day period that starts on the last day of nominations and ends at 6:00 pm on election day.

Section 55D of the Act imposes limitations on Council publications during the election period.

Section 76D of the Act imposes serious penalties for the misuse of the position of Councillor.

Section 93A of the Act defines decisions as major policy decisions that must not be made during an election period.

Section 93B requires Council to prepare, adopt and maintain an election period policy in relation to procedures to be applied by Council during the election period for a general election.

The policy must provide details on procedures that will prevent inappropriate decisions being taken during the election period. Inappropriate decisions are those that would affect voting at an election or decisions that may unreasonably bind an incoming council and could reasonably be deferred until after the election.

The policy must outline procedures Council will undertake to limit public consultation and the scheduling of council events during the election period.

The policy should document how applications for access to council information by all parties will be processed. The policy should make it clear to the community that Administrator

candidates will be treated in the same way as other candidates with respect to access to council held information.

SCOPE

This policy applies to all Administrators, Council employees and agents of Council as well as candidates in the 2016 general election.

Agents of Council extend to include contractors working in-house, staff on exchange, members of Special Committees, members of Advisory Committees, volunteers, work experience students or graduate placements who perform work for Council as well as external suppliers and other contractors and subcontractors.

This policy applies to the election period for the 2016 local government elections which commences at midnight on 20 September 2016 and ends at 6pm on 22 October 2016.

This policy replaces and overrides any previous policy or document that refers to the caretaker period or to the election period.

PURPOSE

The purpose of this policy is to ensure that:

- The ordinary business of local government in the Rural City of Wangaratta continues throughout the election period in a responsible and transparent manner, and in accordance with statutory requirements and established 'caretaker' conventions.
- The general elections for the Wangaratta Rural City Council on Saturday 22 October 2016 and any subsequent elections are conducted in a manner that is ethical, fair and equitable and is publicly perceived as such.

The Policy addresses:

- Commitment (page 4);
- Election Period Notification (page 4);
- Major Policy Decisions Prohibition (page 5);
- Significant Decisions Prohibition (page 5);
- Use of Council Resources (page 5);
- Provision of Information (page 6);
- Public Consultation (page 7);
- Council Communications and Publications (page 7);
- Public Statements (page 8);
- Improper Use of Position (page 8);
- Annual Report (page 9);
- Social Media (page 9);
- Functions and Events (page 9);
- Travel and Accommodation (page 9);
- Administrator Expenditure (page 9);
- Advice to Candidates About the Election Process (page 9); and
- Monitoring and Enforcing the Policy (page 10).

This policy is meant to supplement rather than replace the legislative and commonsense approach to fair and equitable Council elections.

POLICY

DEFINITIONS

Some of the terms used in this policy are defined in the Act and their use in this Policy is consistent with the Act.

Council Branding includes that branding related to the Wangaratta Performing Arts Centre, Wangaratta Art Gallery and the Wangaratta Visitor Information Centre.

Council resources include:

- Staff;
- Property;
- Equipment;
- Stationery; and
- Finances.

Council social media site refers to:

- Council's twitter and face book accounts;
- Visit Wangaratta on Twitter;
- Wangaratta Art Gallery on Facebook;
- Wangaratta Performing Arts Centre on Facebook;
- Wangaratta Visitor Information Centre on Facebook; and
- Wangaratta Youth Council on Facebook.

Council website refers to Council's:

- Corporate website at www.wangaratta.vic.gov.au;
- Corporate mobile website at m.wangaratta.vic.gov.au;
- Wangaratta Community Directory website at community.wangaratta.vic.gov.au/;
- Wangaratta Performing Arts Centre website at www.wangarattapac.com.au/; and
- Wangaratta Visitor Information Centre website at www.visitwangaratta.com.au/.

Electoral advertisement, handbill, pamphlet or notice has the same meaning as section 3(1) of the Act, and means an advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper announcing the holding of a meeting.

Electoral matter has the same meaning as electoral matter in section 3(1A) of the Act and means matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the returning officer for the purposes of conducting an election.

Section 3(1B) of the Act further qualifies "electoral matter"

“3(1B) Without limiting the generality of the definition of “electoral matter” matter is to be taken or be intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on:

- a) The election; or
- b) A candidate in the election; or
- c) An issue submitted to, or otherwise before the voters connection with the election.”

Electoral matter includes material which:

- publicises the strengths or weaknesses of a candidate;
- Advocates the policies of the Council or of a candidate;
- Responds to claims made by a candidate; and
- Publicises the achievements of the Council.

Election period, also known as the caretaker period, means the 32 day statutory time period prior to, and including, the election day.

Public consultation is not defined in the Act, but in this context means a process which involves an invitation or invitations to individuals, groups or organisations or the community generally to comment on an issue, proposed action or proposed policy.

Publish has the same meaning in section 3(1) of the Act, and means publish by any means including publication on the internet and includes but is not limited to paper based media including mass mail outs or identical letters send to a large number of people by or on behalf of Council, publications on any Council website, social media site, blog site or any emails with multiple addressees, used for broad communication with the community.

COMMITMENT

This policy commits Council during the election period to:

- Avoid making significant new policies or decisions that could unreasonably bind a future Council; and
- Ensure that public resources, including staff resources, are not used in election campaigning or in a way that may improperly influence the result of an election, or improperly advantage existing Administrators as candidates in the elections.

ELECTION PERIOD NOTIFICATION

In addition to the Chief Executive Officer's (CEO) statutory responsibilities, the CEO or the CEO delegate will ensure as far as possible, that:

- All Administrators and officers are informed of the application of this policy 30 days prior to the commencement of the election period;
- Matters of Council business requiring major policy or significant decisions are scheduled for Council to enable resolution prior to the commencement of the election period, or deferred where appropriate for determination by the incoming Council; and
- Guidelines to staff on the role and responsibilities of staff in the implementation of this policy are issued if needed.

MAJOR POLICY DECISIONS PROHIBITION

Section 93A of the Local Government Act prohibits Council from making major policy decisions during the election period, including decisions involving:

- The remuneration, appointment or dismissal of the CEO;
- Entering into any major contracts worth more than \$150,000 for goods and services or \$200,000 for works, or 1% of the Council's rates revenue for the previous financial year (whichever is greater); and
- The exercise of any entrepreneurial power under section 193 if the amount assessed under section 193(5A) exceeds \$100,000 or 1% of the Council's rates revenue for the previous financial year (whichever is greater).

In the event of exceptional circumstances requiring a Council decision, an application may be made to the Minister in accordance with Section 93A of the Act.

In order to facilitate compliance with section 93 of the Act relating to major policies and major decisions a statement will be published on the front of each agenda indicating that the agenda has been prepared in accordance with section 93A of the Act.

In circumstances where an exemption has been granted by the Minister a statement indicating that the exemption has been granted will be included in the report.

SIGNIFICANT DECISIONS PROHIBITION

In addition to the decisions specified in section 93A of the Act, Council will avoid making other decisions during the election period that are of a significant nature and which would affect voting at an election, may unreasonably bind an incoming council, and could reasonably be deferred until after the election.

Significant decisions include irrevocable decisions that either commit Council to substantial expenditure or significant actions or that have a significant impact on the municipality or the community. These decisions include:

- Allocating community grants or other direct funding to community organisations;
- Major planning scheme amendments; and
- Changes to strategic objectives and strategies in the council plan.

USE OF COUNCIL RESOURCES

It is essential that due propriety is observed in the use of all Council resources. In order to ensure the proper use of Council resources during the election period, the following will apply:

- Council resources will be used exclusively for normal Council business and will not be used in connection with election campaigning; and
- Council logos, letterhead, or other Wangaratta Rural City Council branding must not be used for, or linked in any way to, a candidate's election campaign.

As Administrators must continue to perform their role during the election period, they will, as a matter of course have access to Council resources including, but not limited to, council vehicles, email services and mobile phones. Such resources must not be used for

electioneering purposes. Usage of these resources may be monitored and their use may be required to be substantiated.

The Customer Request Management System will be responded to in a business as normal manner. Usage of this service may be monitored to ensure compliance with the Act and this Policy.

Council staff will not be asked to undertake any tasks connected with a candidate's election campaign.

PROVISION OF INFORMATION

As Administrators must continue to perform their role during the election period, they will, as a matter of course, receive all necessary information for them to fulfil that role.

Information to be provided to Administrators will include:

- Information that is publicly and freely available such as Council Agendas, Council Plans, Annual Reports, strategies, policies and the like. Such information will not be printed or published for a wider distribution than normal; and
- Information and advice, including briefing papers, provided by Council's management in relation to matters to be decided upon at forthcoming Council and Committee meetings.

All election related enquiries from candidates, or prospective candidates during the election period, will be directed to the Returning Officer, or where the matter is outside the responsibilities of the Returning Officer, to the CEO or CEO delegate.

All requests received by Council staff for information about Council projects, programs or services during the election period will be responded to in a business as normal manner.

- Up to date responses will be provided about progress on Council projects or services to Administrators, candidates or citizens;
- Council staff will provide accurate and complete information. However, a business as normal approach does not include extensive research or analysis involving significant Council resources, or providing a level of information which would not normally be available;
- Council recognises that all election candidates have certain rights to information from the Council administration subject to the *Privacy and Data Protection Act 2014* which may prevent the disclosure of certain information. However, it is important that current Administrators continue to receive information that is necessary to fulfil their roles. Administrators shall not request or receive information or advice from Council staff to support election campaigns, and there shall be complete transparency in the provision of all information and advice during the Election Period. Applications for information under the *Freedom Of Information Act 1982* will be dealt with as required by law; and
- Requests for clarification relating to the provision of information should be directed to the CEO.

PUBLIC CONSULTATION

Public consultation may be undertaken during the election period to facilitate the day to day business of Council, to ensure that matters continue to be proactively managed.

Consultations will avoid express or implicit links to the election. In view of the potential for a matter or issue to become contentious or politically sensitive in the course of the election period, Council reserves the right to postpone a matter if the issue is likely to affect voting.

Council will not continue or commence consultation on any contentious or politically sensitive matter after the date on which nominations close.

COUNCIL COMMUNICATIONS AND PUBLICATIONS

Council communications are a legitimate way to promote Council activities and services. It is important that all Administrators have access to Council's communication resources to enable them to fulfil their roles.

Council's communication resources will not be developed or used in support of a candidate's election campaign.

Council publicity and communications will be restricted to promoting normal Council activities and services and for informing residents about the conduct of the election.

Prior to the election period a number of tasks will be undertaken, including:

- Council's website will be reviewed to identify anything that might be construed as electoral matter. Such items will be removed prior to the election period.
- Material to be issued in the election period will be vetted to determine if it requires certification.
- A statement will be posted on all Council social media sites informing the general public that posting a notice during the election period cannot be responded to, or published, should the posting be political in nature. Council's social media sites will be monitored for electioneering material and any inappropriate posts will be removed, as soon as practicable.
- Material published on Council's website in advance of the election period is not subject to certification, however existing material that is prominently displayed will be reviewed and consideration given to the removal of any such material that would be considered electoral matter, were it to be published during the election period,.

During the election period Council will not print, publish or distribute or cause, permit or authorise to be printed, published or distributed, any advertisement, handbill, pamphlet or notice during the election period unless the advertisement, handbill, pamphlet or notice has been certified, in writing, by the CEO, in accordance with the following provisions:

- The CEO must not certify a publication that contains electoral matter, unless that material is only about the election process;
- This power to approve cannot be delegated to another staff member.
- Any advertisement, handbill, pamphlet or notice proposed for print, publish or distribution during the election period must be vetted by the Manager Communications and Marketing prior to submission to the CEO for certification.

- The certification by the Chief Executive Officer will be in writing on or affixed to a copy of the publication and be in the following form:

‘Certified by the Chief Executive officer in accordance with section 55D of the Local Government Act 1989’

- Copies of all certified documents will be retained as Council records;
- Publications which require certification include:
 - Brochures, pamphlets, handbills, flyers, magazines and books;
 - Reports (other than agenda papers and minutes);
 - Advertisements and notices (Rural City Connection) except newspaper notices of meetings;
 - New website material;
 - Social media publications (which includes Facebook, Twitter, Instagram and Pinterest);
 - Emails with multiple addresses, used for broad communication with the community;
 - Mass mail outs or identical letters sent to a large number of people by or on behalf of Council;
 - Media releases;
 - Material to publicise a function or event; and
 - Any publication or distribution of Administrators’ speeches.

PUBLIC STATEMENTS

Council staff must not make any public statement that could be construed as influencing the election.

Statements of clarification may be required from time to time and these are to be approved by the CEO.

The CEO will be the spokesperson in situations where an Administrator would normally have fulfilled that role.

No media advice or assistance will be provided to Administrators in relation to election campaign matters.

IMPROPER USE OF POSITION

Administrators will not use their position as an appointed representative, or their access to Council staff and other Council resources, to gain media attention specifically in support of an election campaign. Sections 76D and 76E of the Act prohibit Administrators from misusing or inappropriately making use of their position. A breach of section 76D attracts serious penalties, including possible imprisonment.

Administrator profiles on the Council website will be limited to photograph, portfolio title and contact details. Any other communication from an Administrator via the Council website will be removed.

ANNUAL REPORT

Council is required by the Act to produce and put on public display a copy of its Annual Report. The 2015/16 Annual Report will be published during the election period. The Annual Report will not contain any material that could be regarded as overt electioneering or that inappropriately promotes individual Administrators.

The Annual report does not require certification by the CEO; however any publication of an extract or summary of the Annual Report will require certification.

SOCIAL MEDIA

Any publication on social media sites including Facebook, Twitter, Pinterest and Instagram during the election period must be certified by the CEO. Staff responsible for administering individual social media sites will monitor their respective sites during the election period and use moderation features where available to ensure no electoral matter is posted.

FUNCTIONS AND EVENTS

Any event or function held during the election period shall relate only to legitimate Council business and shall not be used, or be capable of being construed as being used, in connection with any election activity.

All speeches prepared for use at events or functions shall be reviewed by the Chief Executive Officer to ensure the content does not breach this Policy or the Act.

Administrators may make a speech during any event or function. The speech must not have any political reference which may be construed as providing a current Administrator any advantage during the election period.

TRAVEL AND ACCOMMODATION

Administrators, during the election period, shall not participate in any interstate or overseas travel in their capacity as an Administrator. In circumstances where it is imperative that the Chair of Administrators (or nominee) represent Council on a delegation or forum, Council may, by resolution, approve such attendance. If consideration by Council is impractical, the CEO may determine the issue.

ADMINISTRATOR EXPENDITURE

Claims for the reimbursement of expenses shall conform to requirements set out in the Reimbursement of Councillor Support and Civic Expense Policy 2014.

Reimbursements of Administrators' out-of-pocket expenses during the election period will not apply to costs that could be perceived as supporting or being connected with a candidate's election campaign.

ADVICE TO CANDIDATES ABOUT THE ELECTION PROCESS

All candidates for the Council election will be treated equally. Any advice to be provided to candidates as part of the conduct of the Council election should be provided equally to all candidates.

All election related enquiries from candidates, whether current Administrators or not, will be directed to the Returning Officer, or where the matter is outside of the responsibilities of the Returning Officer, to the Chief Executive Officer (or relevant Director).

MONITORING AND ENFORCING THE POLICY

Where an issue arises in relation to this policy, the CEO is responsible for determining any issues that arise in the implementation of this policy.

Staff and the CEO are subject to penalties as defined by Section 55 of the Act.

REFERENCES

Administrators Code of Conduct 2014

Freedom of Information Act 1982

Local Government Act 1989 (see Appendix 1 for relevant sections of the Act)

Local Government Investigations and Compliance Inspectorate Information Bulletin 4
Election Caretaker Policy August 2012

Local Government Victoria, Governance Practice Note No. 5 - "Election Caretaker Arrangements"

Local Government Victoria, Reforms arising from the Local Government Amendment (Improved Governance) Act 2015

Privacy and Data Protection Act 2014

Victorian Electoral Act 2002

Wangaratta Rural City Council Policy - Councillor Support and Civic Expense Policy 2014

REVIEW

This policy is created to provide guidance during the 2016 municipal elections, and will be reviewed for subsequent municipal elections. If required, the policy will be amended not later than 12 months before the commencement of each subsequent general election period.

APPENDIX 1

SECTION 3 DEFINITIONS

election day means (a) in the case of an election, the day of an election determined under section 31 or 38;

election period, in relation to an election, means the period that (a) starts on the last day on which nominations for that election can be received; and (b) ends at 6 p.m. on election day;

electoral advertisement, handbill, pamphlet or notice means an advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper announcing the holding of a meeting;

electoral matter means matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the returning officer for the purposes of conducting an election. Without limiting the generality of the definition of electoral matter, matter is to be taken to be intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on (a) the election; or (b) a candidate in the election; or (c) an issue submitted to, or otherwise before, the voters in connection with the election.

publish means publish by any means including by publication on the Internet;

SECTION 55D PROHIBITION ON COUNCIL

(1) A Council must not print, publish or distribute or cause, permit or authorise to be printed, published or distributed, any advertisement, handbill, pamphlet or notice during the election period unless the advertisement, handbill, pamphlet or notice has been certified, in writing, by the Chief Executive Officer.

(2) The Chief Executive Officer must not intentionally or recklessly certify an electoral advertisement, handbill, pamphlet or notice during the election period unless it only contains information about the election process.

Penalty: 60 penalty units.

(3) Despite section 98(2), the Chief Executive Officer must not delegate the power to certify any advertisement, handbill, pamphlet or notice under this section to a member of Council staff.

(4) A Councillor or member of Council staff must not intentionally or recklessly print, publish or distribute or cause, permit or authorise to be printed, published or distributed an electoral advertisement, handbill, pamphlet or notice during the election period on behalf of, or in the name of, the Council or on behalf of, or in the name of, a Councillor using Council resources if the electoral advertisement, handbill, pamphlet or notice has not been certified by the Chief Executive Officer under this section.

Penalty: 60 penalty units.

SECTION 76B PRIMARY PRINCIPLE OF COUNCILLOR CONDUCT

It is a primary principle of Councillor conduct that, in performing the role of a Councillor, a Councillor must—

- (a) act with integrity; and
- (b) impartially exercise his or her responsibilities in the interests of the local community; and
- (c) not improperly seek to confer an advantage or disadvantage on any person.

SECTION 76BA GENERAL COUNCILLOR CONDUCT PRINCIPLES

In addition to acting in accordance with the primary principle of Councillor conduct specified in section 76B, in performing the role of a Councillor, a Councillor must—

- (a) avoid conflicts between his or her public duties as a Councillor and his or her personal interests and obligations;
- (b) act honestly and avoid statements (whether oral or in writing) or actions that will or are likely to mislead or deceive a person;
- (c) treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of other Councillors, Council staff and other persons;
- (d) exercise reasonable care and diligence and submit himself or herself to the lawful scrutiny that is appropriate to his or her office;
- (e) endeavour to ensure that public resources are used prudently and solely in the public interest;
- (f) act lawfully and in accordance with the trust placed in him or her as an elected representative;
- (g) support and promote these principles by leadership and example and act in a way that secures and preserves public confidence in the office of Councillor.

SECTION 76D MISUSE OF POSITION

(1) A person who is, or has been, a Councillor or member of a special committee must not misuse his or her position—

- (a) to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or
- (b) to cause, or attempt to cause, detriment to the Council or another person.

Penalty: 600 penalty units or imprisonment for 5 years or both.

(2) For the purposes of this section, circumstances involving the misuse of a position by a person who is, or has been, a Councillor or member of a special committee include—

- (a) making improper use of information acquired as a result of the position he or she held or holds; or

- (b) disclosing information that is confidential information within the meaning of section 77(2); or
- (c) directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff in contravention of section 76E; or
- (d) exercising or performing, or purporting to exercise or perform, a power, duty or function that he or she is not authorised to exercise or perform; or
- (e) using public funds or resources in a manner that is improper or unauthorised; or
- (f) failing to disclose a conflict of interest as required under this Division.

(3) This section—

(a) has effect in addition to, and not in derogation from, any Act or law relating to the criminal or civil liability of Councillors or members of special committees; and

(b) does not prevent the institution of any criminal or civil proceedings in respect of that liability.

SECTION 76E IMPROPER DIRECTION AND IMPROPER INFLUENCE

(1) A Councillor must not improperly direct or improperly influence, or seek to improperly direct or improperly influence, a member of Council staff in the exercise of any power or in the performance of any duty or function by the member.

(2) A Councillor must not direct, or seek to direct, a member of Council staff—

(a) in the exercise of a delegated power, or the performance of a delegated duty or function of the Council; or

(b) in the exercise of a power or the performance of a duty or function exercised or performed by the member as an authorised officer under this Act or any other Act; or

(c) in the exercise of a power or the performance of a duty or function the member exercises or performs in an office or position the member holds under another Act; or

(d) in relation to advice provided to the Council or a special committee, including advice in a report to the Council or special committee.

(3) This section does not apply to a decision of the Council or a special committee that is made within the powers, duties or functions conferred under this or any other Act.

SECTION 93A CONDUCT OF COUNCIL DURING ELECTION PERIOD

(1) Subject to this section, a Council, a special Committee or a person acting under a delegation given by the Council must not make a major policy decision during the election period for a general election.

(2) If a Council considers that there are extraordinary circumstances which require the making of a major policy decision during the election period, the Council may apply in writing to the Minister for an exemption from the application of this section to the major policy decision specified in the application.

(3) If the Minister is satisfied that there are extraordinary circumstances, the Minister may grant an exemption from the application of this section to the major policy decision specified in the application subject to any conditions or limitations that the Minister considers appropriate.

(4) A major policy decision made in contravention of this section is invalid.

(5) Any person who suffers any loss or damage as a result of acting in good faith on a major policy decision made in contravention of this section is entitled to compensation from the Council for that loss or damage.

(6) In this section, a "major policy decision" means any decision—

(a) relating to the employment or remuneration of a Chief Executive Officer under section 94, other than a decision to appoint an acting Chief Executive Officer;

(b) to terminate the appointment of a Chief Executive Officer under section 94;

(c) to enter into a contract the total value of which exceeds whichever is the greater of—

(i) \$100 000 or such higher amount as may be fixed by Order in Council under section 186(1); or

(ii) 1% of the Council's revenue from rates and charges levied under section 158 in the preceding financial year;

(d) to exercise any power under section 193 if the sum assessed under section 193(5A) in respect of the proposal exceeds whichever is the greater of \$100 000 or 1% of the Council's revenue from rates and charges levied under section 158 in the preceding financial year.

SECTION 93B COUNCIL TO ADOPT AN ELECTION PERIOD POLICY

(1) A Council must prepare, adopt and maintain an election period policy in relation to procedures to be applied by Council during the election period for a general election.

(2) A Council must prepare and adopt an election period policy as required by subsection (1)—

(a) by 31 March 2016; and

(b) following the general election on 22 October 2016, continue to maintain the election period policy by reviewing and, if required, amending the policy not later than 12 months before the commencement of each subsequent general election period.

(3) An election period policy must include the following—

(a) procedures intended to prevent the Council from making inappropriate decisions or using resources inappropriately during the election period before a general election;

(b) limits on public consultation and the scheduling of Council events;

(c) procedures to ensure that access to information held by Council is made equally available and accessible to candidates during the election.

(4) A copy of the election period policy must—

- (a) be given to each Councillor as soon as practicable after it is adopted; and
- (b) be available for inspection by the public at the Council office and any district offices; and
- (c) be published on the Council's Internet website maintained under section 82A.

(5) In this section—

"inappropriate decisions" made by a Council during an election period includes any of the following—

- (a) decisions that would affect voting in an election;
- (b) decisions that could reasonably be made after the election.

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.1 Effective Strategic Partnerships					
4.1.1 Support a partnership approach to the implementation of strategic health and wellbeing priorities throughout the municipality	4.1.1.1 Develop a four year Partnership Agreement between Council and local health service providers	Refer to MPHWP	<ul style="list-style-type: none"> • Anglicare • Central Hume PCP • Centrelink • Community Support NE • Department of Education & Early Childhood • DOH • DHS • DOJ • Department of Transport, Planning & Local Infrastructure • Dirrawarra Network • Eastern Hume Outreach Connections • Integrated Primary Mental Health Service • Hume Medicare Locals • Mind Australia • NE Multicultural Assoc • NESAY • NE Health Wangaratta • Open Door Neighbourhood House • Gateway Health (formerly Ovens & King Community Health) • Pangerang Community House • Rural Housing Wangaratta • SCOPE • The Centre • Uniting Care Goulburn NE • Upper Murray Family Care • Vic Police Wangaratta • Villa Maria • Women's Health Goulburn NE • YMCA Wangaratta • Yooralla, Community Accessibility and Rural Access 	Wangaratta Municipal Local Health & Wellbeing Partnership agreement confirmed	
	4.1.1.2 Continue participation on the Central Hume Primary Care Partnership and other relevant networks that progress health planning	Ongoing representation on LGA Health Planners Forum, CHPCP and networks for health planning	RCoW, Gateway Health, NHW		All partners attend the quarterly Hume PCP meetings
	4.1.1.3 Facilitate and manage the Wangaratta Local Health and Wellbeing Partnership	Forum meetings held between the Director Community Wellbeing and partner CEO's		Wangaratta Municipal Local Health & Wellbeing Partnership adopted by Partner Organisations	Stakeholder forums. Terms of Reference ratified June 2015
4.1.2 Ensure effective information sharing, collaborative decision making and problem solving	4.1.2.1 Review available data and emerging issues			Wangaratta Municipal Public Health and Wellbeing Plan annual actions implemented	
	4.1.2.2 Develop activities that address identified needs	<ul style="list-style-type: none"> -NHW Diabetes Service Improvement Collaborative meet monthly - HACC active Service model - Shared Model of Care Project (NHW and Gateway Health) - Community Engagement & Equity project 	NHW, Gateway Health, HACC, CHPCP, RCoW and NESAY		
	4.1.2.3 Agencies continue to work closely to enable services to be more responsive and integrated to meet health care demands	- Health promotion co-location (NHW and Gateway Health) working on Hume Region Health promotion Priorities.	NHW, Gateway Health, HACC, RCoW		<ul style="list-style-type: none"> • Formation of a Community Food for All Steering Committee. • Community Food Hub

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
		-Shared Model of Care Project (NHW and Gateway Health); -Support community initiatives which promote access to healthy food ie: Street harvest/Food Swap and farmers markets; -Development of shared waiting list for HACC and Community Health Occupational Therapy (OT) for NHW and Gateway			Feasibility Study. • Exploring the Casserole Club program

4.2 Accessible and Equitable Services and Resources

4.2.1	Maximise opportunities for rural communities to have access to locally delivered health services	4.2.1.1 Advocate for the delivery of appropriate and accessible services locally such as E-Health through the NBN rollout			Service options are streamlined and accessible
		4.2.1.2 Investigate travel solutions to bring rural residents to central points of delivery	NHW through -ED Telehealth project - Residentail In-Reach project - Facetime/videoconference/Skype - Outreach dental services within Hume Region Gateway Health is participating in the King Valley Transport Project and the Valley Companions Project Community Access Spot in King George Vic gardens	North East Travel Alliance, NHW, HACC, Gateway Health, RCoW and NEMAC	Transport options increased for rural residents
		4.2.1.3 Monitor needs versus demand for services	Shared Model of Care Project for the development of shared waiting lists for HACC, Community Health, OT in specified catchment areas	NHW, Gateway Health, HACC	
4.2.2	Continue to provide services that support a well-protected and healthy environment for community members	4.2.2.1 Minimise rates of preventable infectious disease through:	Gateway Health employ the Aboriginal Young Women's Project Community Development worker.	Gateway Health	Locally available resource information on preventable disease programs increased
		• immunisation	Council provides an immunisation service through its Environmental Health Unit, that is free for residents and in accordance with the National Immunisation Program Schedule. Achieved pre school immunisation rates are consistently higher than the state average and amongst the top in the Hume Region. In addition Council provide a free workplace Flu Vaccination program for all staff	NHW, RCoW, Gateway Health and DOH	Ongoing community, patient and staff immunization programs
		• domestic waste water management and	Council ensures through its procedure process, that septic tank installations are installed in accordance with the Code of Practice Onsite Wastewater Management as amended. This minimises the potential for the transmission of pathogenic organisms to humans which in turn reduce the risk of contracting infectious diseases	RCoW and DOH	

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.2.3 Support access to public transport including access for young people, aged and people with a disability	• environmental health food handling compliance	Council's Environmental Health Officers check every food premises (currently 366) within the municipality each year, in order to check on compliance with the Food Act requirements related to food handling, preparation, storage and transport, in order to minimise the likelihood of food poisoning from occurring.	RCoW and DOH		
	4.2.2.2 Engage with the community to promote services that are responsive to diverse groups	Gateway Health employs the Aboriginal Young Women's Project Community Development worker. Support the Dirrawarra Indigenous Network through attendance at meetings and Funds Holder. NHW through the Closing the Gap/Koolin Balit - NHW has signed a statement of intent - NHW has AHLTO position - NHW hold regular meetings held with the local Aboriginal Community	NHW, Gateway Health		• Westend Xmas Expo achieved
	4.2.2.3 Provide support to community members who care for others	NHW SRS dental program and Smiles for Miles	NHW		
	4.2.3.1 Support promotion and understanding of available transport options throughout the community	NHW and Red Cross transport service , King George Gardens Community Access Spot, Lobbying by RCoW Community Services to extend Fallons bus service to accommodate a bus stop at the Children's Services Centre. Use of the Community Bus for Active Rural Community programs; Pilot of the King Valley Community transport project	NHW, RCoW, Gateway Health, Community Accessibility Travelling Aid, NEMAC		Promotion via Council Newsletter of access to transport for residents of RCoW of bus services and the implementation of the Travellers Aid station, the new bus stop at Children's Services Centre to accommodate parents accessing Maternal Child Health, Day Care and Kindergarten programs. Improved access of transport for rural communities travelling to Wangaratta through the community bus.
	4.2.3.2 Promote support services for people to access transport in CBD of Wangaratta	King George Garden Community Access Spot; NHW review of bus stops access and signage to CCC	RCoW, Community Accessibility Travelling Aid, NHW		Supported by volunteers this program has been implemented
	4.2.3.3 Lobby for the provision of an accessible, reliable and increased timetable for the rail system	Member for Indi, Cathy McGowan lobbying at the Federal level. Local representatives on consultative committee	RCoW and other applicable LGA's		
4.2.4 Ensure planning for new and redeveloped community facilities incorporate Universal Design Principles	4.2.4.1 Provide opportunities for the community to identify accessibility challenges to community facilities	The Merriwa Park Bicycle Hub & All Access Path into Merriwa Park provides accessibility for recharging of motorised mobility devices and for bike user groups access to the CBD - NHW Disability Assess plan and NHW Mobility Garden; - Rural Access Worker completed RCoW Community Access Inclusion Plan	RCoW and RDV (funding bodies) The Centre - AAA (Access for All Abilities); NHW	Merriwa Park Bicycle Hub opened 14/10/15 which coincided with Ride to Work Day	• Merriwa Bike Hub and All Access Path operational. • RCoW Community Access Inclusion plan endorsed at Council Meeting 20/12/2015

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.2.5 Deliver culturally respectful and acceptable services and programs	4.2.5.1 Work on partnership with key stakeholders to implement a Multicultural Strategic Plan	The Multicultural Strategy was adopted by Council at its April 2014 meeting. - NHW Cultural responsiveness plan and Cultural Competence and Awareness training - Harmony Day activities delivered in partnerships	• Uniting Care • Anglicare • Da Vinci Social Club • Women's Health Goulburn North East • Italian Pensioners Association • Rangeview Aged Care Facility • St Johns Aged Care Facility • Open Door Neighbourhood House • St Catherine's Hostel Aged Care Facility • Goulburn Ovens TAFE • North East Support & Action for Youth • YMCA Wangaratta • The Centre for Continuing Education • Wangaratta U3A • King Valley Vignerons Association • King Valley Vignerons Association		
	4.2.5.2 Increase the engagement of CALD communities in the design of services	HSE (Healthy Sporting Environments) - women and girls, Aboriginal Victorians and people from culturally diverse communities are provided with safe, supportive and meaningful opportunities to participate, free from discrimination and fear of violence - RCoW project targeting socially isolated CALD seniors - integrated into Community Meals Program - RCoW mens and womens groups supported gatherings	The Centre, NHW, RCoW, CSNE	Service provision rates high in community survey of CALD community	
	4.2.5.3 Strengthen policies and practices to meet the needs of local Aboriginal and Torres Strait Islander people	The Centre's Community Project team completed the Department of Health's Aboriginal Cultural Competency Audit and implemented the appropriate action plan. - RCoW received the Dirrawarra Community Plan	Gateway Health, The Centre	Health inequalities experienced by local Aboriginal and Torres Strait Islander people is minimised	
4.2.6 In collaboration with service providers, networks and organisations develop and implement strategic plans that prioritise the specific needs of target groups within the community	4.2.6.1 Review and update: • Early Years Plan • Positive Ageing Strategy • Youth Strategy			100 per cent Legislative Compliance	
		Parent and stakeholder surveys undertaken; NHW Smiles for Miles program	RCoW, NHW		In Progress
		Draft strategy developed			
		Youth Council - Wangaratta Youth Service providers network - NHW provide dental services for youth health precinct; Youth Summit	RCoW, NHW	Youth Summit held 14 April 2015 at the PAC	

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
	• Recreation and Open Space Strategy	Recreation and Open Space Strategy endorsed by Council in September 2012. AAA (Access for All Abilities)	RCoW and The Centre		
	• Access and Inclusion Strategy	The Centre - AAA (Access for All Abilities) and HSE (Healthy Sporting Environments). Rural Access worker leading the review of the 2009-2013 Access and Inclusion Plan for RCoW and working across RCoW to develop 2014- 2017	RCoW, The Centre, NHW	Community Access & Inclusion Plan adopted at Council meeting 20/10/15	
	• Hume Closing the Health Gap Plan 2009-13	NHW Koolon Balit 2012-2022 - AHLTO position at NHW - Closing the Gap working party	CHPCP		
	• CHPCP Closing the Health Gap Plan		CHPCP		
4.2.7	Ensure that residential housing developments meet the physical, social, and recreational needs of all ages	4.2.7.1 * Develop and pursue an overall housing/population strategy which takes into account:	Council adopted the Wangaratta Population and Housing Strategy on 10 December 2013.	RCoW	Commenced implementation from April 2014
		• Appropriate zoning;	Township Development Plans for Glenrowan, Milawa and Oxley in draft	RCoW	Township Development Plans for Glenrowan, Milawa and Oxley adopted at Council 21 April 2015
		• Density and service provision to accommodate population growth within Wangaratta and surrounding townships; and	Adoption of the Population and Housing Strategy	RCoW	
		• Structure plans.	Preparation of CDB Precinct Master Plan and for the north-west and south growth areas of Wangaratta; Consultation is underway for Township Plans for Glenrowan, Oxley and Milawa		CBD Masterplan presented to Council 30/10/15. Placed on exhibition for public feedback. 158 public responses received
		4.2.7.2 * Actively participate in the interagency working group reviewing housing issues	Review of housing issues	Central Hume PCP, Rural Housing Network, NESAY, and RCoW	Received grant approval for \$30k in September 2015 from Central Hume PCP to develop a community engagement and equity model to address issues collaboratively. Focus of this project will be affordable housing and homelessness
					This project to commence January 2016 for a 12 month period

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS	
4.2.8	Continue to collaboratively plan and deliver integrated, high quality community facilities that meet a range of health, cultural and community needs	4.2.8.1. Support an assessment of existing relevant local infrastructure to ascertain gaps	Planning and consultation with the community for: - Sporting Grounds Use and Capacity report, - Wangaratta Showgrounds Masterplan - Redevelopment of Whorouly Changerooms - Refurbishment of the Everton Community Hall - City Oval Tennis/Netball redevelopment - Merriwa Park Bicycle Hub - Eldorado Shared Path and Gunhouse Park - RCoW Aquatics Plan 2014	RcoW and local community groups	In progress: - RCoW Aquatics Plan 2014 (revised April 2015) - Refurbishment of the Everton Community Hall - City Oval Tennis/Netball redevelopment	Completed: - Sporting Grounds Use and Capacity report, - Wangaratta Showgrounds Masterplan - Redevelopment of Whorouly Changerooms - Eldorado Shared Path and Gunhouse Park - Merriwa Park Bicycle Hub & All Access Path
	4.2.8.2. Encourage multi use and multi-purpose approaches to the planning, development and management of community facilities	The development and successful funding for joint multi use projects include: 1 The City Oval Tennis precinct sporting development at a cost of \$1.02m which will provide improved change rooms, public toilets and multi use courts for netball and tennis. 2 The Mohyu Tennis multi use project at a cost of \$139,520 to resurface, provide lighting and refurbish clubrooms 3 HP Barr Lighting Project for \$107,000 to improve lighting and drainage to HP Barr oval no 1 4 The endorsement of the Acquatic Strategy to consolidate facilities	1 The City Oval Tennis redevelopment partners with Rovers Football-Netball Club, Rovers United Cricket Club, Wangaratta Hard-Court tennis assoc. 2 The Moyhu Tennis Club 3 The H P Barr lighting project stakeholders include Auskick, Junior Football league and Wangaratta District Cricket Assoc Council updated and endorsed Aquatic Strategy April 2015	These projects have been funded and are in progress: 1 The City Oval Tennis redevelopment 2 West End Gathering Place amenity	These projects have all been completed in 2015: 1 The Moyhu Tennis Club 2 The H P Barr lighting & drainage project 3 Parklands lighting project for WISAC and the Showgrounds	
4.3 Strong and Resilient Individuals, Families and Communities						
4.3.1	Improve the community's knowledge, awareness and support for mental health challenges and the services available for community members	4.3.1.1 Promote awareness and usage of referral pathways, educational material and integration of referrals	NHW through links with Albury/Wodonga mental health services, Community Mental Health and No Wrong Door Access	NHW		
		4.3.1.2 Create greater community awareness and understanding of mental health issues	NHW through links with Albury/Wodonga mental health services, Community Mental Health and No Wrong Door Access	NHW, NEMA, RWoW	Wangaratta CALD Mental Health Connections Project commenced Nov 2015. Funding received to develop a project focussed on CALD communities in the King Valley	
		4.3.1.3 Explore and implement appropriate best practice models to support suicide prevention within the community	NHW through links with Albury/Wodonga mental health services, Community Mental Health and No Wrong Door Access	NHW	Increased understanding and acceptance of the effects of mental illness and depression on individuals and the community	

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.3.2 Increase community participation opportunities for all residents, in particular those people who may be at risk of social isolation such as: • People at risk of homelessness • Older people • Children and young people at risk of disengagement and isolation • Aboriginal and Torres Strait Islander People • People who have been long term unemployed.	4.3.2.1 Support activities that build community and social networks	The development of Community Plans (available on the RCoW website) for all rural communities within RCoW has provided goals and a core network of residents within each respective community. Gateway Health new look Active Rural Communities program is in place. The Centre - AAA (Access for All Abilities), NHW RSR (Regional Sport and Recreation) HSE (Healthy Sporting Environments); NHW organise referrals where appropriate eg: social work	•Boorhaman and North Boorhaman •Bowmans-Murmungee •Carboor •Cheshunt •Edi and Edi Upper •Everton and Everton Upper •El Dorado •Killawarra •Glenrowan and Hamilton Park •Greta and District •Milawa and Markwood •Moyhu •Myrrhee •North Wangaratta •Oxley •Peechelba •Springhurst •Tarrawingee •Whitfield •Whitlands •Whorouly RCoW; Gateway Health; The Centre, NHW	More community members are socially connected	
	4.3.2.2 Deliver programs and activities that facilitate intergenerational interaction and foster community inclusion	Senior Festival annual event in October and local community meals ; Cyber Safety Day; NHW Drumming group (a partnership with NHW and Wangaratta West Primary School)	RCoW, DOH, NESAY, Uniting Care, NHW	Stronger understanding of the needs and issues between generatoins	Ongoing Seniors Festival held every year in October
	4.3.2.3 Provide support to community groups and organisations that seek opportunities for innovation, collaboration and community strengthening	Do Care program - a friendly visiting program managed by RCoW and operated with the assistance of volunteers; - NHW Mobility Garden King Valley CALD Seniors and King Valley Community Transport pilot project	DHS & RCoW; NHW; Community Accessibility; NEMACC	• Community Food for all bi-monthly forums now held	Ongoing via a MOU • Cooking circles planned for Feb 2016
	4.3.2.4 Continue to support the delivery of diverse, innovative and engaging events	Cyber Safety Day program; Freeza events for young people (a minimum of 5 per year); Youth Mural Wall for disengaged youth; Youth Survey; Walk to School program, Youth Summit, Down By the River, Pop up Park	RCoW, NESAY, Uniting Care, The Centre, NHW, YMCA, Goulburn Ovens GOTAFE	• Completion of West End Xmas Expo	Youth Mural Wall completed July 2014; Freeza Programs completed include: Rockpool event; Unbranded; Youth week and the Battle of the Bands, Summer in the Parks events, Down by the River, Pop up Park
	4.3.2.5 * Volunteer opportunities throughout Council programs, services and events are publicised and supported:	NAIDOC day; NHW Volunteer Program	The Centre, Volunteer Management Program – Volunteer Skills Bank, NHW		• Regular stories on volunteering opportunities in our e-newsletter to all community directory groups
	• Promoting the benefits of volunteering and supporting alternative volunteering opportunities;	Gateway Health continues to support and recruit to the 50 strong team of volunteers.	Gateway Health, The Centre - Skills Bank	• Community Connections for Positive Living for older residents	

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
	<ul style="list-style-type: none"> Working with agencies to promote and recognize volunteers 	Council is working to recognise and reward volunteers in particular the Volunteer Appreciation event undertaken annually	Community Pride, The Centre - Skills Bank, YMCA and Travellers Aid; RCoW	<ul style="list-style-type: none"> Community Connections for Positive Living for older residents Volunteer Appreciation Event delivered during National Volunteers Week 	
	<ul style="list-style-type: none"> Continuing to support volunteer recognition activities; and 	<ul style="list-style-type: none"> Certificates of achievement presented by Chair of Administrators Significant volunteering Wall of Recognition Activity delivered 	RCoW		
	<ul style="list-style-type: none"> Advocating to minimise barriers to volunteering 	Advocating for new and innovative volunteer opportunities through the Volunteer Appreciation event on 14 May 2014	Community Pride, The Centre - Skills Bank, YMCA and Travellers Aid		
	4.3.2.6 * Provide facility based and outreach library services that can be accessed by all residents through the High Country Library Corporation	The Wangaratta Library provides online access to resources and databases; programs for children and school holiday activities; books and talking books for the visually impaired. In addition the Home Library Service provides free access for members who cannot physically visit the library. Library staff select material based on indicated preferences and interests, with 18 volunteers collecting and delivering material to their residences	<ul style="list-style-type: none"> High Country Library Corporation Goulburn Ovens TAFE 		
4.3.3	Provide the opportunity for everyone to participate fully and contribute to the social, economic and cultural life	4.3.3.1 * Advocate for the provision of public programs and venues being accessible to disadvantaged sectors in the community	Rural Access Worker advocacy, Access and Inclusion Plan revision,	Increased collaboration between stakeholders, agencies and networks on projects that support family cohesion	Community Access and Inclusion Plan adopted at October 2015
		4.3.3.2 Inform the community about arts, culture and heritage events and programs	RCoW will continue to support and organise the annual Australia Day event. Community notice board, WPAC website and facebook		Ongoing social media feeds for events
4.3.4	Continue to actively participate in networks and partnerships to increase and improve young people's access to community life	4.3.4.1 *Support the Youth Council to develop skills in areas of leadership, civic service, community service and advocacy for youth issues:	Coordinate on an annual basis the Youth Council program to develop leadership skills	New Youth Council successfully endorsed	New Youth Council currently half way through term
	<ul style="list-style-type: none"> Implement Youth Strategy 	Review of Youth Strategy following on from Youth Summit	RCoW		<ul style="list-style-type: none"> Youth survey conducted in March 2015 Youth Summit held 14 April 2015
	<ul style="list-style-type: none"> Continue to support the 'Youth Space'; and 	Lobby for planning of a Youth Centre (Space)	RCoW , Lions Club, Wangaratta Library		Working with Lions Club to redesign Youth Space at the Wangaratta Library
	Support physical activities to encourage a healthy lifestyle for young people.	The development of a Youth Mural Wall. The Centre AAA (Access for All Abilities)	RCoW ; The Centre		Youth Mural Wall completed 2014

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
		HSE (Healthy Sporting Environments) RSR (Regional Sport and Recreation)			

4.4 A Safe and Protected Community

4.4.1	Minimise or prevent harm from alcohol, tobacco and other drugs	4.4.1.1 Implement proactive programs and approaches to reduce harm from substance and alcohol use	The Health Promotion team at Gateway Health is working with RCoW to reduce alcohol related harm in RCoW. The goal is - To increase the number of interventions/ opportunities where women of reproductive age (18-35) are exposed to healthy alcohol consumption behaviours in RCoW by June 2017"	RCoW ; Gateway Health; NHW, VicPol, Wangaratta Licencees		Implementation of the West End Xmas Expo
		4.4.1.2 * Identify public places within the CBD and elsewhere where smoking restrictions can be enforced	Youth events promoted as smoke free; NHW is smoke free; Smoking is banned in playgrounds and children's sporting events	RCoW and NHW		
		4.4.1.3 Support approaches that promote healthier attitudes to drinking alcohol	RCoW youth events promoted as drug/alcohol and smoke free. In addition The Health Promotion team at Gateway Health is working with RCoW to Reduce the Harmful use of Alcohol. - Background Paper completed - Review of effective Screening and Brief Interventions completed - Two alcohol screening and brief intervention trials – commenced in Wangaratta and creation of alcohol and pregnancy brochure. The Centre program HSE (Healthy Sporting Environments) Good Sports; NHW Health Promotion and Social Marketing through the Chronicle; The Wangaratta Liquor Accord	RCoW ; Gateway Health; The Centre; NHW, VicPol, Licencees		
		4.4.1.4 Investigate ways to strengthen regulation of alcohol supply and reform of liquor licensing via the Wangaratta Liquor Accord	Participation in the Wangaratta Liquor Accord	VicPol, local licencees, RCoW, NESAY; TAC, Vicroads		

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.4.2 Increase and improve infrastructure and programs that support safer neighbourhoods	4.4.2.1 Continue to support driver safety programs including L2P program and older driver programs	Cool Heads Wangaratta program ; L2P learner driver program	VicPol, North East Road Safe, RCoW, NESAY; TAC, Vicroads	Community grants awarded to NESAY for L2P program	An ongoing annual program to educate young and inexperienced drivers of risks. Ongoing program utilising volunteers to assist learner drivers
	4.4.2.2 Encourage development to incorporate designs that enhance community safety	Street Lighting Project @ HP Barr Reserve and Showgrounds	RCoW; Department of Justice (PSIF)		This project was completed in July 2015 and has increased safety of residents using The Parklands through the lighting improvements made.
	4.4.2.3 * Participate in and promote community safety forums such as Neighbourhood Watch and the Community Safety Committee	Wangaratta Liquor Accord	RCoW, Wangaratta Police, Department of Justice (funding partner) South Wangaratta Action Group (SWAG) and Westend Community Group and Wangaratta Lions Club		Wangaratta Liquor Accord
	4.4.2.4 * Partner with the police and other allied agencies in preventing anti-social behaviour and promoting community wellbeing issues	The development of playground/BBQ facilities at: - Mitchell Ave, Yarrunga and - Westend Cyberbullying forum for year 9 students on 20 May 2014	Auskick, Junior Football league and Wangaratta District Cricket Assoc and Department of Justice (funding partner)		West End Xmas Expo implement
	4.4.2.5 * Address safety and access concerns in recreation areas and open space particularly for pedestrian pathways: for example, lighting	• The HP Barr Reserve and Showgrounds (Parklands) lighting and drainage project • The Watts Working Better project to replace existing street lighting with LED's	Greenhouse Alliance with 8 other municipalities to replace street lighting with LED's to reduce cost and be sustainable	Replacement of streetlighting with LED's currently underway	This project was completed in July 2015 and has increased safety of residents using The Parklands through the lighting improvements made.
4.4.3 * Support our community to be resilient	4.4.3.1 Develop and implement integrated and responsive plans to support the community and increase their resilience to environment challenges and disasters	Wangaratta Municipal Fire Management Plan 2013-2015 finalised. An implementation plan is being developed and the plan will be subject to revision in 2015. Municipal Emergency Management Plan. Successfully funded King Valley Community Resilience project.	RCoW, DHS, CFA, SES		King Valley Community Resilience project extended to April 2016
	4.4.3.2 * Advocate for appropriate support and response to the social needs related to a variable climate	The Environmental Sustainability Strategy was endorsed in Dec 2014	RCoW		Eco Living Trailer and Sustainable House Day events
	4.4.3.3 * Work with emergency services and other agencies to support communities in times of crisis and emergencies identifying their needs to achieve recovery from emergency crisis situations	Municipal Emergency Management Planning is reviewed. A revised Heatwave Plan is underway. There are 4 designated neighbourhood safer places (NSP) at Eldorado, Glenrowan, Cheshunt and Whitfield	RCoW, CFA, SES, VicPol & Redcross		Ongoing preparedness & meetings leading up to fire season
4.4.4 Create environments that protect residents and visitors from harmful UV radiation levels	4.4.4.1 Develop policies and guidelines based on best practice of UV protection for facilities in outdoor areas	Ultraviolet and Radiation Protection Policy	RCoW	Installation of shade structures over playground equipment at the West End Gathering Place	

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.4.5 Through an increased understanding of the persons and groups at risk of family violence, implement appropriate initiatives to create a safer community for everyone	4.4.5.1 Build capacity with relevant stakeholders, agencies and networks to collaborate on initiatives that enhance family cohesion	Preventing Violence Against Woman through LG Network and Hume Crime Prevention Network	Women's Health Goulburn NE and DOJ	Family violence incident rates	
	4.4.5.2 Advocate to uphold and advance women's rights by influencing policy, systems and structures that enable good health and safety for women and girls				
	4.4.5.3 Support the Hume Region Preventing Violence Against Women and Children Regional Strategy 2013-2017	Preventing Violence Against Woman through LG Network	LG Network		
4.5 Healthy Lifestyles					
4.5.1 Support education programs, increased information and activities that encourage a positive and holistic approach to a healthy life	4.5.1.1 Integrate oral health promotion into existing healthy eating initiatives	NHW Smile for Miles program	NHW	Community Food For All Forums delivered bi-monthly	
	4.5.1.2 Improve access to drinking water in public places				
	4.5.1.3 Support the community to make good health choices	Gateway Health and NHW have developed two social marketing campaigns – 'Communities latching on to breastfeeding' and '...creating a drink safe community' Gateway Health has submitted an Ethics application approved for community-based participatory action research project 'Wangaratta Local People, Local Food Solutions'; Community Food for All network	RCoW, Gateway Health and NHW	Community Food Hub Feasibility study completed	
	4.5.1.4 Increase knowledge about how to access fresh nutritious food and local physical activity options	Gateway Health/NHW community consultation for the Food Box grant with West End Action Group, Dirrawarra Indigenous Network, Goolumbardi Women's group and Borinya Secondary College parents. NHW Local People Local Food solutions project and Healthy Food Connect	RCoW, Gateway Health and NHW	Local Farmer Market held on a regular monthly basis and two breakfast clubs established	Food for All logo adopted by Community Food for All forum to brand local healthy eating initiatives
	4.5.1.5 Support the CHPCP Healthy Eating Plan 2012-2017	NHW funded CHPCP Health Promotion agency which has prioritised healthy eating	CHPCP which includes NHW ,RCoW and Gateway Health	Community Food For All Forums delivered bi-monthly	Council Community Engagement Planner has facilitated in local food solutions research project for people with low income families

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
4.5.2	Develop infrastructure, programs and resources that support and facilitate affordable active living	4.5.2.1 Create opportunities for people to participate in travel, sport and active recreation	Informal Recreation Project Participation in the 2015 Walk to School Program Splash Park in Yarrunga	RCoW; AAA (Access for All Abilities) – for people with a disability; RDV ; YMCA, Ovens Goulburn GOTAFE	<ul style="list-style-type: none"> The installation in September 2015 of informal exercise equipment along six locations of shared paths in urban Wangaratta has greatly enhanced affordable and active living The establishment of the Wangaratta Bicycle Reference Group
		4.5.2.2 Ensure environments for physical activity are safe, inclusive and accessible	Improved playground and BBQ in Mitchell Avenue and Westend; Lighting grant obtained for improvements at the Showgrounds and HP Barr Reserve; Installation of a Liberty Swing	RCoW and The Centre through AAA (Access for All Abilities) and HSE (Healthy Sporting Environments); Lions Club of Wangaratta	Physical access audits of community infrastructure are completed
		4.5.2.3 Identify opportunities to ensure indigenous arts, culture and heritage activities are accessible for all	Support of the Taste of Harmony program in conjunction with NEMA ; DIN supported with NIADOC and Proud and Deadly Awards	RCoW, NEMA, Dirrawarra Indigenous Network	Cultural and social wellbeing of the community is enhanced
		4.5.2.4 * Develop a combined Walking/Cycling Strategy	Pursuing funding through RDV	RCoW and RDV	Awaiting outcome of funding application
		4.5.2.5 * Work with key groups to establish and promote unstructured recreation opportunities such as exercise stations and walking circuits	Informal Recreation Project ; Walk to School program	RCoW, Sport and Rec Vic; YMCA and Goulburn Ovens GOTAFE	<ul style="list-style-type: none"> Supported Ride 2 Work Day Consulted with Wangaratta Bicycle Reference group on CBD masterplan
4.5.3	Support and advocate for affordable access to healthy food	4.5.3.1 Support home gardening, urban agriculture, neighbourhood orchards and community gardens in specific communities	Council is facilitating five forums through the "Community Food for All" program which will identify community needs and interconnect with a multitude of agencies, community groups and government bodies	Wangaratta Local Food Security Network includes RCoW and Gateway Health	This initiative has evolved into a strong community force and holds regular meetings to address issues for the community
		4.5.3.2 Integrate action on healthy eating by developing activities across business development, infrastructure, land use planning, environmental sustainability and human services	Support for the CareVan at the Westend community		<ul style="list-style-type: none"> Healthy food is more accessible and affordable

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
	4.5.3.3 Support new and existing community fresh food initiatives particularly in identified food desert locations	The existing H P Barr Community Garden and developing the Will Street, Community Garden. Food security audits completed in RCoW (GIS maps, baseline data, surveys, and mapping) which identified 'food deserts' for fresh fruit & vegetables as part of the 'Healthy Food Connect Model'; Healthy Food Connect produced maps identifying food desert locations O&KCHS is assisting Pangerang Neighbourhood Centre's Fruit and vegetable swap project	RCoW , Gateway Health and NHW		
	4.5.3.4 Include provision of fresh nutritious food in community and Council event guidelines	YMCA have adopted a soft drink free zone at WISAC			
	4.5.3.5 Support programs that encourage the sharing of knowledge about growing food across generations and cultural groups	Council community directory and regular community feeds into social media ie wesite, facebook etc. Construction of a vegetable garden at Wangaratta Mens Shed; Community gardens in schools and public areas			Mens shed garden completed
	4.5.3.6 Continue to build on the emerging community food forum network to support local food systems	Developing the Will Street, Community Garden. Wangaratta Local Food Security Network - supporting Community Food for All and Healthy Food Connect	CHPCP		
4.5.4 Support the community to better understand their own health needs	4.5.4.1 Promote accessible health checks	NHW support workplace health checks, NAIDOC Day Health checks and Lions Club Swap Meet health checks	NHW		
	4.5.4.2 Enhance local health promotion activities that involve the community in decision making about their own health needs	Community Food for All and Healthy Food Connect; Local people local food solutions research - supporting local community member to identify what makes it easy/hard/easier to eat well for families on low incomes; Alcohol screening and brief intervention trial by Gateway Health; Increase the capacity for practise nurses in RCoW to screen for alcohol and provide brief intervention if needed via training sessions	CHPCP		
	4.5.4.3 Design programs to increase people's levels of health literacy	Gateway Health is developing a community-based Health Literacy project with Deakin University (Ophelia Project). Trial beginning in June 2014	Gateway Health and Deakin University		
4.5.5 Protect and enhance the natural environment including parklands, waterways and reserves to benefit community health and wellbeing	4.5.5.1 Promote health benefits of participating in outdoor activities such as bush walking, off road cycling, fishing	- Recreation and Open Space Strategies 2012 support the promotion and planning for outdoor recreational activities in the municipality - The Hume Region Significant Tracks and Trails Strategy 2013-2022 adopted in June 2014 identifies and encourages increased use and awareness of tracks and trails in the region.	RCoW Auspiced by the RCoW on behalf of the Hume Region Local Government Network	The Community is more physically active	<ul style="list-style-type: none"> Established Wangaratta Bike Reference Group in 2015 Mountain Bike Park in Warby Ranges along with connecting trails achieved

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
	4.5.5.2 Implement approved actions in the Environmental Sustainability Strategy	Environmental and Sustainable Strategy out for public exhibition Sept 2014. This Strategy focuses on Water Security; Resilient Growth and Development; Community Wellbeing; Sustainable Resources Use, Waste, Recycling and Pollution; Mobility, Access and Peak Oil; Increases in alternative energy to reduce greenhouse impacts; Maintain agribusiness productivity and protection of the Natural Environment	RCoW		
	4.5.5.3 Prepare management plans for all the natural areas managed by Council	Refer to the above Environmental and sustainable Strategy and Open Space Strategy	RCoW		
	4.5.5.4 Contribute to the development and implementation of the Hume Region Tracks and Trails Strategy	The development of the Hume Region Significant Tracks and Trails strategy	NELGN, RDV		The Hume Region Significant Tracks and Trails Strategy was endorsed in May 2014 by the North East Local Government Network and is available on the RCoW website
	4.5.5.5 * Develop a long term strategy for enhancing the passive recreational use of waterways, including the Ovens and King Rivers as a major attraction and focus with a minimal impact on the natural environment	Open Space Strategy. -Bullawah Cultural Trail along the Ovens River - Plans for development of a fishing trail in municipal creeks	RCoW; Dirrawarra Network; NECMA	Bullawah Cultural Trail funding approved and is in progress	
	4.5.5.6 * Provide for additional seating, rest and refresh facilities along pathways and in recreational areas	Informal Recreation project funded	RcOW		
4.6 Economic Resilience					
4.6.1 Improve the health and wellbeing for those who are socio-economically disadvantaged	4.6.1.1 Develop and implement strategies that break the cycle of poverty and increase opportunities for financial security/resilience and improved health and wellbeing	Council to develop a Electronic Gaming Machine Policy; NHW Aboriginal Employment Plan; Gateway Health - Bridges Out of Poverty Training	Wangaratta Liquor Accord committee - RCoW, Vicpol, NHW, Gateway Health	Increase provision and access of education and training options	Pangerang Food Swap Project
	4.6.1.2 Work collaboratively with local employers and other levels of government to implement programs that will increase employment opportunities	Skilled Migration program; Multicultural Strategy 2014-2017; North East Multicultural Association (NEMA)	RCoW - Economic Development, NEMA		Community Food Hub feasibility study in progress.
	4.6.1.3 Develop opportunities that support diverse educational and training opportunities locally	NHW Education Unit	NHW		
4.6.2 * Maintain an environment which is supportive of business growth and workforce sustainability	4.6.2.1 Advocate for the provision of high quality telecommunication services throughout all areas of the municipality	Participation in "Black Spot" process to identify mobile service problem areas		Increased access to quality internet and mobile phone coverage	

Implementation of Municipal Public Health and Wellbeing Plan

STRATEGY	ACTION	PROGRAMS/PROJECTS	PARTNERS/STAKEHOLDERS	PERFORMANCE INDICATORS	STATUS
	4.6.2.2 * Investigate opportunities to attract new industry and business and support existing enterprises	-Provision of baby feed/change facilities to encourage local shopping -Proposal for future supermarket to be located in identified food deserts -Support food growers to sell direct to the public through farm gate sales or mobile food stalls. Be flexible applying regulations for signage and roadside sales to support alternative fresh food distribution. - In August 2014 Council and Economic Development hosted industry delegates from the Jiangsu Province to encourage business opportunities - Successful grant through Economic Development has enabled the Small Business Wangaratta Campaign in September 2014 to encourage use of social media for small business	RCoW; Gateway Health; Travellers Aid	South Wangaratta Urban Renewal Masterplan (bulky goods and large retail development); Regional Living Expo; Promotional video of Wangaratta CBD; and Home Workforce Strategy	Baby feed and change facilities now provided in the Co-Store and by Travellers Aid in King George Gardens Successful delegation received with flow on benefits to be determined in the future
	4.6.2.3 * Assist education and training providers to provide workforce training and up skilling which matches industry needs	NHW Education Unit; Student Placements, VETIS training program, Links with Melbourne University	NHW	Improved skilled workforce and employment opportunities	Regional Living Expo, Hume Workforce Strategy; Promotional video of Wangaratta CDB.
	4.6.2.4 * Work with relevant agencies to support new residents and migrants in the municipality	Skilled Migration program; Multicultural Strategy 2014-2017; North East Multicultural Association (NEMA)	RCoW - Economic Development, NEMA, MAV	Regional Living Expo; RCoW is the regional certification body for skilled migrants; meetings with NEMA, MAV and Multicultural Committee and Victorian LG Multicultural Issues Network	

* denotes an action within the Council Plan

Attachment 1:**Application to Amend a Planning Permit 14/104.01****43 Usshers Drive, Waldara****Four Lot Subdivision, Removal of Native Vegetation and the creation of an Easement of Way (Road)****Proposed Conditions (Conditions in Bold Italics are new or amended conditions)****Rural City of Wangaratta Conditions**

1. ***Before the certification of the plan of subdivision, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans advertised with the application but modified to show:***
 - a) ***The creation of an Easement of Way (Road) along the sites eastern property boundary for a width of 10 metres and created in favour of the Rural City of Wangaratta for the purpose of a Road / Drainage;***
 - b) ***Re-alignment of the eastern boundary of Lot 2 to the western side of the shared driveway providing access to Lots 3 and 4 and the incorporation of an appropriate vehicular passing bay.***
 - c) ***The provision of splay in the south east corner of Lot 2 (3m x 3m)***
 - d) ***Incorporation of the 10 metre easement of way/drainage easement into Lots 3 and 4 and appropriate easements provided to provide legal access for both lots to Usshers Drive.***
 - e) ***The building envelopes of Lots 3 and 4 to be reduced to provide a minimum setback of 10 metres from the proposed 10 metre Easement of Way and to create a total building setback of 20 metres from the sites north east boundary.***
2. ***The subdivision permitted by this permit as shown on the endorsed plan(s) and/or described in the endorsed documents must not be altered or modified (for any reason) except with the prior written consent of the Responsible Authority.***

Section 173 Agreement

3. ***Prior to the issue of a Statement of Compliance, the owner of the land must enter into an agreement with the Responsible Authority under Section 173 of the Planning and Environment Act 1987 and confirmation of lodgement of the Agreement pursuant of Section 181 of the Act must be provided to the Responsible Authority. The Agreement must provide for the following:***

General:

- a) *Any dwelling / buildings (including outbuildings) / and works must be contained within the building envelope as shown on the endorsed plan under this permit, unless with the prior written consent of the Responsible Authority.*

Existing Shed – Lot 2

- b) *Within 12 months of the issue of a Statement of Compliance the owner / occupier agrees that in the event that no dwelling has been constructed and occupied on the lot or is currently under construction that the shed on the lot shall be removed to the satisfaction of the Responsible Authority.*

Future Development of Road within the Easement of Way

- c) *The owner of the Lots 2, 3 and 4 acknowledge that at any given time, the land covered by an Easement of Way could be converted for the purpose of a road for either vehicle / pedestrian and cycle access from Usshers Drive to land adjoining to the north as part of the overall development of the Waldara Low Density Residential Area; and*

The owners of Lots 3 and 4 acknowledge that this easement will be vested to Council for the purpose of a public road reservation.

- d) *In the event that a road is constructed within the Easement of Way, the owners of Lots 3 and 4 must construct a new vehicular access point to this newly created road at their own expense within three months of the completion of the road. This access point must be designed and constructed to satisfaction of the Responsible Authority.*

The owner/operator under this permit must pay full costs of the preparation, execution and registration of the Section 173 Agreement.

Telecommunications

4. *The owner of the land must enter into an agreement with:*
- a) *a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and*
 - b) *a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*
5. *Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:*
- a) *a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and*

- b) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*
- 6. *The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.*
- 7. *All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.*
- 8. *The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.*
- 9. *Prior to the issue of a Statement of Compliance, all lots and existing dwellings within the subdivision must be connected reticulated sewerage and the septic system associated with the existing dwelling on Lot 1 must be decommissioned to the satisfaction of the Responsible Authority.*

Engineering

- 10. *Prior to the issue of a Statement of Compliance, the applicant must construct all infrastructure required to comply with these conditions in accordance with plans and specifications prepared at the expense of the applicant, and approved by the Responsible Authority. Unless otherwise agreed in writing, the Authority will only approve plans and specifications that comply with the Infrastructure Design Manual (IDM), and with the permit conditions.*
- 11. ***Prior to the issue of a Statement of Compliance, where an existing dam, basin or other water body is to be filled, the applicant must satisfy the Responsible Authority that the area has been drained and desilted in accordance with IDM standards before filling commences.***
- 12. ***Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that any fill required in order for finished surface levels to comply with drainage, building and/or access requirements has been selected, placed and compacted in layers, in accordance with IDM standards.***
- 13. ***Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that any batters formed in the development, any retaining walls whose individual or cumulative height above or below ground level in adjacent properties exceeds one metre, and/or any soil stabilisation measures, have been designed by, and constructed under the supervision of, a qualified civil or geotechnical engineer, in accordance with IDM standards, and plans approved by the Authority.***

DRAINAGE

- 14. ***Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that a legal point of discharge has been established within the boundary of each Lot, and connected to the external drainage network***

in accordance with IDM standards, and without reducing the flow capacity of the network or having any other adverse impact on its future performance.

15. *Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that all stormwater runoff originating from or transferred through the developed site in a 10% AEP rainfall event will be collected and conveyed by underground pipes to a legal point of discharge.*
16. *Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that all stormwater runoff originating from or transferred through the developed site in a 1% AEP rainfall event will be collected and conveyed to a practical and satisfactory destination, without adversely affecting any person, infrastructure or natural features in or beyond the subject property.*
17. *Prior to the commencement of Works on the land drainage plans and computations, prepared in accordance with IDM procedures and criteria, must be submitted for approval to the Responsible Authority. The applicant must satisfy the Authority that all building envelopes within the developed site will be above the peak water level in nearby water bodies or channels in a 1% AEP rainfall or flood event.*
18. *Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that easements have been created, or common property established, to ensure that all Lots can access any required stormwater storage and/or treatment facilities within or beyond the developed site, and to facilitate the future maintenance of those facilities.*

ON-SITE DETENTION

19. *Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that sufficient on-site detention has been provided to limit the peak discharge from the developed site in a 10% AEP rainfall event to 22.4 litres per second.*
20. *Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that sufficient on-site detention has been provided to limit the peak discharge from the developed site in a 1% AEP rainfall event to 46.4 litres per second.*

WATER-SENSITIVE URBAN DESIGN

21. *Before construction begins, the applicant must satisfy the Responsible Authority that appropriate measures will be taken to enhance the quality of stormwater discharged from the developed site, in accordance with IDM procedures and criteria.*

PROPERTY ACCESS

22. *Prior to the issue of a Statement of Compliance the applicant must satisfy the Responsible Authority that a vehicle crossing providing each Lot with safe and convenient access for vehicles to and from Usshers Drive has been designed, constructed, sealed and drained in accordance with IDM standards.*

INTERNAL ACCESS

23. *Prior to the issue of a Statement of Compliance the applicant must construct the shared driveway to Lots 3 and 4, this driveway must be sealed and drained in accordance with IDM standards and to the satisfaction of the Authority.*

- 24. Prior to the issue of a Statement of compliance the applicant must satisfy the Responsible Authority that no driveway encroaches upon any existing or proposed Council reserve, other than the road reserve associated with Usshers Drive, and that effective measures have been taken to secure the safety of those using the driveway and the continued integrity of any nearby public infrastructure.**

Construction Site Management Plan

25. Prior to construction works commencing on the land a construction site management plan must be submitted to and approved by the Responsible Authority. The plan must detail the following:
- a) Erosion and sediment.
 - b) Vehicle and machinery hygiene, and to avoid the spread of soil-borne pathogens and weed seeds
 - c) Stormwater and silt management.
 - d) Dust
 - e) Litter, concrete and other construction waste
 - f) Construction traffic management and parking areas.
 - g) Vegetation protection.
 - h) Storage of Construction Materials which must occur on the land.

CONSTRUCTION

26. **During construction, no excavated or construction materials may be placed or stored outside the site area or on adjoining road reserves, except where the materials are required in connection with any road or footpath construction works in such reserves that are required as part of this permit.**
27. Prior to the issue of a Statement of Compliance, all drains and batters, and all areas disturbed in the course of the works, must be topsoiled and seeded to establish grass cover. Reserve areas must be tidied, levelled and trimmed to a standard capable of being maintained by a small tractor and slasher.

Native Vegetation

28. Prior to the removal of any native vegetation or the commencement of the subdivision works, whichever occurs first, the applicant is to provide a Vegetation Offset Management Plan (VOMP) which includes offset calculation, location of offset site, planting plan, and maintenance plan to the satisfaction of the responsible authority. The offset must:
- a) Contribute gain of 0.008 general biodiversity equivalence units
 - b) Be located within the North East Catchment Management Authority (CMA) boundary and/or the Rural City of Wangaratta municipal district
 - c) Have a strategic biodiversity score of at least 0.258

This offset must be protected and maintained for 10 years by the applicant.

29. *Prior to the removal of any native vegetation or the commencement of works, whichever occurs first, evidence that the offset required by Condition 20 of this Permit has been secured must be provided to the satisfaction of the responsible authority. The offset must meet the offset requirements set out in this permit and be in accordance with the requirements of the Permitted clearing of native vegetation - biodiversity assessment guidelines and the Native vegetation gain scoring manual. Offset evidence can be either:*
- a) *A security agreement, to the required standard, for the offset site or sites, including a 10 year management plan; or*
 - b) *A credit register extract from the Native Vegetation Credit Register*
30. *During construction works on the site, all remaining remnant vegetation must be protected by an appropriate Tree Retention Zone (TRZ), and kept free of digging, trenching, excavation, stockpiles, chemical or material mixing and storage, parking or any other disturbance, and marked with a physical barrier on site. The TRZ must have a radius from the tree of at least 12 DBH (diameter of the tree at breast height), as per Australian Standards. By default, a tree will be considered lost and require an offset if one of the above activities occurs over more than 10% of the total area of the TRZ.*
31. *This permit will expire if:*
- a) *the subdivision plan or any stage thereof is not certified within 2 years of the date of issue for this permit; and*
 - b) *a Statement of Compliance for the subdivision plan or any stage thereof is not obtained within 5 years of the certification of the plan;*
- The Responsible Authority may extend the time if a request is made in writing before the permit expires or within six months afterwards.*

North East Water Conditions

32. ***The owner of the subject land (or applicant in anticipation of becoming the owner) is required to enter into a formal agreement with North East Water for the complete construction works necessary for the provision of reticulated water supply to each of the lots within the subdivision, at the owners cost, to the satisfaction of North East Water and in accordance with its current policy and requirements.***
33. ***The owner of the subject land (or applicant in anticipation of becoming the owner) is required to enter into an agreement with North East Water for the complete construction works necessary for the provision of reticulated sewerage services to each of the lots within the subdivision, at the owners cost, to the satisfaction of North East Water and in accordance with its current policy and requirements.***
34. ***Prior to the issue of a Statement of Compliance, the applicant must pay a new customer contribution determined in accordance with North East Water's policy for development charges applicable to the water supply system currently servicing the area in which the subject land is located.***
35. ***The works required to be constructed for the provision of water supply and sewerage services must include, where so required by and to the satisfaction of, North East Water:***

- (a) works external to the subject land to allow connection to the North East Water water supply and sewerage systems;*
 - (b) the vesting at no cost of such of those works required by North East Water, to North East Water (“Developer Works”); and*
 - (c) works to ensure compatibility with and allowance for, other developments being served through existing and future North East Water infrastructure, including the Developer Works.*
- 36. Any modification to the development approved under this permit, including an increase or decrease in the number of dwellings or lots (or both) or the inclusion of additional land, requires the further consent of and may be subject to modified conditions, to the satisfaction of, North East Water.**
 - 37. Prior to the issue of a Statement of Compliance, the applicant must pay a new customer contribution determined in accordance with North East Water’s policy for development charges applicable to sewers and disposal systems currently servicing the area in which the subject land is located.**
 - 38. The applicant must create easements to the satisfaction of and in favour of North East Water, over all existing and proposed sewerage facilities within the proposed subdivision.**
 - 39. The applicant must ensure that private water services do not traverse property boundaries and are independently supplied from a point of supply approved by North East Water.**
 - 40. The applicant must provide easements through other land, to the satisfaction of North East Water, if such easements are considered necessary for the efficient and economic servicing of the subject land.**
 - 41. That the applicant pays applicable charges determined in accordance with North East Water’s policy for development charges, applicable from time to time towards North East Water’s sewers and disposal systems servicing the area to which the permit applies.**
 - 42. North East Water’s consent must be sought by the Responsible Authority prior to issuing a Statement of Compliance under the Subdivision Act 1988.**
 - 43. Where the subject land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.**
 - 44. Where an easement created in favour of North East Water is located within a proposed road reserve in a future stage, prior to the certification of the plan of subdivision for that stage, the applicant must formally remove the easement from the title to the land.**

Ausnet Services Conditions

- 45. Enter into an agreement with AusNet Electricity Services Pty Ltd for the extension, upgrading or rearrangement of the electricity supply to lots on the plan of subdivision. A payment to cover the cost of such work will be required.**

46. *Provide electricity easements internal and external to the subdivision in favour of AusNet Electricity Services Pty Ltd to service the lots on the plan of subdivision and/or abutting lands as required by AusNet Electricity Services Pty Ltd. The provision of reserves for electricity substations may also be required.*

Country Fire Authority (CFA) Conditions

Subdivision plan not to be altered

47. *The subdivision as shown on the endorsed plans must not be altered without the consent of CFA.*

Hydrants

48. *Operable hydrants, above or below ground must be provided to the satisfaction of CFA.*
49. *The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 200m apart.*
50. *Hydrants must be identified as specified in 'Identification of Street Hydrants for Firefighting purposes' available under publications on the Country Fire Authority web site (www.cfa.vic.gov.au)*

Roads

51. *Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.*
52. *The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.*

Permit Note:

- *Before undertaking any works that cross onto public land or roads, the applicant must obtain a permit from the relevant authority giving Consent to Work within a Road Reserve.*
- *This permit was amended on (**insert date**) to include an increase in the lots number of lots approved from Two to Four and the creation of an easement of Way. Conditions were amended to reflect new Authority requirements and conditions to reflect the new subdivision layout.*

TOURISM SPECIAL EVENTS FUNDING PROGRAM 2015/2016 ROUND 2– ATTACHMENT 1.

Applicant	Event	Event Date	No. Years Event Held	No. of Years Event funded by RCOW – based on records from 05/06 until now.	Amount Requested	Amount Suggested	Intended use of funding	Duration Day/s	Est. Participants	Economic Impact (direct)
Wines of the King Valley	Taste of Two Regions – Canberra	2 nd & 3 rd July 2016	7	2009 - \$2500 2010 - \$2,500 2011 - \$2,700 2012 - \$2,500 2013 - \$2,500 2014 - \$2,000 2015 - \$1,500	\$5,000	\$1,500	Marketing and promotions	2	520 to attend event in Canberra	
Dal Zotto Wines	King Valley Salami Festa	10 Sept 2016	Inaugural	0	\$5,000	\$4,500	Marketing and promotions	1	150 (long lunch format and masterclasses)	\$27,000 direct
TOTAL					\$26,500 ex GST	\$19,500 ex GST				

File No: 10.020.020



ASSEMBLY OF ADMINISTRATORS

Date: 23 February 2016

Meeting: Administrators Briefing Forum

Commenced 1.00pm

Present:

Councillors: Ailsa Fox, Chair; Rodney Roscholler

Officers: Brendan McGrath, CEO; Ruth Kneebone, DCS; Barry Green, DDS;
Alan Clark, DI

In Attendance: Paul Sommerville, Manager Waste and Contracts; Emma Crameri,
Tourism Development Coordinator

Apologies: Irene Grant; Jaime Carroll, DCW

Conflict of Interest Disclosures: Nil

Matters Considered:

The following items were discussed: As per agenda

Meeting Closed: The meeting closed at 3.00pm

File No: 10.020.020

**ASSEMBLY OF ADMINISTRATORS****Date: 23 February 2016****Meeting: Administrators Briefing Forum
Commenced 4.00pm**Present:

Councillors: Ailsa Fox, Chair; Rodney Roscholler

Officers: Barry Green, DDS; Alan Clark, DI;

In Attendance: Gary Warrener, Manager Economic Development & Tourism;
Marcus Forster, Acting Manager Community & Recreation; North
East Windsport – Mike Reid, Greg Oakes, Mike Hillenaar, Liz
Hillenaar

Apologies: Irene Grant;

Conflict of Interest Disclosures: NilMatters Considered:

The following items were discussed:

- Possible locations for the club, looking for alternative venues.

Meeting Closed: The meeting closed at 4.58pm

File No: 10.020.020

**ASSEMBLY OF ADMINISTRATORS****Date: 9 February 2016****Meeting: Administrators Briefing Forum****Commenced 1.00pm**Present:

Councillors: Ailsa Fox, Chair; Irene Grant; Rodney Roscholler

Officers: Brendan McGrath, CEO; Ruth Kneebone, DCS; Barry Green, DDS;
Jaime Carroll, DCW; Alan Clark, DI;

In Attendance: Justine Ambrosio, Cultural Development Officer; Darren Moffat;
Chris Throne; Charles Halter, Senior Business Development
Officer; Tony Raven, Manager Business & Governance; Garry
Warrener, Manager Economic Development and Tourism.

Apologies: Nil

Conflict of Interest Disclosures: Nil

Left room during discussion of item/No discussion of item & not required to leave the room

Matters Considered:

The following items were discussed: as per agenda

Other Items Discussed:

- 2016/17 Budget and Council Plan timetable
- Draft election period

Meeting Closed: The meeting closed at 4.00pm

File No: 10.020.020

**ASSEMBLY OF ADMINISTRATORS****Date: 1 March 2016****Meeting: Administrators Briefing Forum****Commenced 1.00pm**Present:

Councillors: Ailsa Fox, Chair; Irene Grant; Rodney Roscholler

Officers: Brendan McGrath, CEO; Ruth Kneebone, DCS; Barry Green, DDS;
Jaime Carroll, DCW; Alan Clark, DI

In Attendance: Harj Singh

Apologies: Nil

Conflict of Interest Disclosures:

- Ailsa Fox– former employee works for an applicant in a planning application.
- Rodney Roscholler– works on a board with an objector to the applicant

(Neither were required to leave the room)

Matters Considered:

The following items were discussed:

- Childcare Accommodation in Whitfield
- Planning Update
- Mobility Implementation
- Events Update
- Cemetery master plan

Meeting Closed: The meeting closed at 3.10pm